



AGENDA

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF ST. LOUIS COUNTY, MINNESOTA

Tuesday, December 15, 2015, 9:30 A.M.

**County Board Room, Second Floor
St. Louis County Courthouse
100 N. 5th Avenue West
Duluth, Minnesota**

**PETE STAUBER, Chair
Fifth District**

**FRANK JEWELL
First District**

**PATRICK BOYLE
Second District**

**CHRIS DAHLBERG
Third District**

**TOM RUKAVINA
Fourth District**

**KEITH NELSON
Sixth District**

**STEVE RAUKAR, Vice-Chair
Seventh District**

County Auditor
Donald Dicklich

County Administrator
Kevin Gray

County Attorney
Mark Rubin

Clerk of the Board
Phil Chapman

The St. Louis County Board of Commissioners welcomes you to this meeting. This agenda contains a brief description of each item to be considered. The Board encourages your participation. If you wish to speak on an item contained in the agenda, you will be allowed to address the Board when a motion is on the floor. If you wish to speak on a matter that does not appear on the agenda, you may do so during the public comment period at the beginning of the meeting. Except as otherwise provided by the Standing Rules of the County Board, no action shall be taken on any item not appearing in the agenda.

When addressing the Board, please sign in at the podium and state your name and address for the record. Please address the Board as a whole through the Chair. Comments to individual Commissioners or staff are not permitted. The St. Louis County Board promotes adherence to civility in conducting the business of the County. Civility will provide increased opportunities for civil discourse in order to find positive resolutions to the issue before the Board. Tools of civility include: pay attention, listen, be inclusive, do not gossip, show respect, be agreeable, apologize, give constructive criticism and take responsibility [County Board Resolution No. 560, adopted on September 9, 2003]. Speakers will be limited to five (5) minutes.

****In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify Property Management 72 hours prior to the meeting at (218)725-5085.****

All supporting documentation is available for public review in the County Auditor's Office, 100 North 5th Avenue West - Room No. 214, St. Louis County Courthouse, Duluth, MN, during regular business hours 8:00 A.M. - 4:30 P.M., Monday through Friday. Agenda is also available on our website at <http://www.stlouiscountymn.gov/GOVERNMENT/BoardofCommissioners.aspx>

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9:30 A.M. Moment of Silence
Pledge of Allegiance
Roll Call

AT THIS TIME CITIZENS WILL BE ALLOWED TO ADDRESS THE BOARD ON ITEMS NOT ON THE AGENDA. [Speakers will be limited to 5 minutes each.]

FOR ITEMS LISTED ON THE BOARD AGENDA OR COMMITTEE OF THE WHOLE AGENDA, CITIZENS WILL BE ALLOWED TO ADDRESS THE BOARD AT THE TIME A MOTION IS ON THE FLOOR.

9:40 A.M. PUBLIC HEARING, pursuant to Resolution No. 15-658, adopted November 3, 2015, for the purpose of receiving citizen input on a proposed exchange of county fee land for privately owned land by Allete, Inc. **{15-544}**

9:45 A.M. PUBLIC HEARING, pursuant to Resolution No. 15-697, adopted November 24, 2015, to receiving citizen comments on the proposed amendment to the Capital Improvement Plan for the years 2016 through 2020. **{15-545}**

9:50 A.M. PUBLIC HEARING, pursuant to Resolution No. 15-727, adopted December 1, 2015, to consider the suspension/revocation of liquor licenses for failure to pay real estate or personal property taxes when due, pursuant to St. Louis County Ordinance No. 28. **{15-546}**

CONSENT AGENDA

All matters listed on the consent agenda are considered routine and/or non-controversial and will be enacted by one unanimous motion. If a commissioner requests, or a citizen wishes to speak on an item on the consent agenda, it will be removed and handled separately.

REGULAR AGENDA

Finance & Budget Committee – Commissioner Nelson, Chair

1. Application to sell tobacco products at retail by Keith/Lois Nelson d/b/a At Your Convenience, Fayal Township, renewal. **{15-541}**
2. 2016 Proposed Budget and Property Tax Levy.

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- Central Management & Intergovernmental Committee – Commissioner Jewell, Chair**
3. Resolution opposing extension of disastrous trade policies. {15-527} [Without recommendation from the November 24, 2015 Committee of the Whole meeting.]

NOTE: The County Board will recess and reconvene to consider items passed at the Committee of the Whole meeting.

NOTE: At the conclusion of the County Board meeting, the St. Louis County Drainage Authority will convene.

ADJOURNED:

BOARD LETTER NO. 15 – 544

FINANCE & BUDGET COMMITTEE

DECEMBER 15, 2015 BOARD AGENDA 9:40 A.M. PUBLIC HEARING

DATE: December 15, 2015 **RE:** Public Hearing for Land
Exchange between St. Louis
County and Allete, Inc.

FROM: Kevin Z. Gray
County Administrator

Tony Mancuso, Director
Property Management

RELATED DEPARTMENT GOAL:

To facilitate county fee land purchase, sale and easement activities.

ACTION REQUESTED:

Following the public hearing and review of public input on the proposed land exchange between St. Louis County and Allete, Inc., the St. Louis County Board is requested to approve the land exchange as proposed.

BACKGROUND:

St. Louis County has proposed a land exchange with Allete, Inc. pursuant to Minn. Stat. 373.01 Sub. 1(5)e and has done the required advertising and notice as directed in County Board Resolution No. 15-658 adopted November 3, 2015. At the conclusion of the public hearing a resolution will be proposed approving the exchange.

RECOMMENDATION:

It is recommended that the St. Louis County Board authorize a resolution approving the land exchange proposal with Allete, Inc., upon conclusion of the public hearing.

Public Hearing for Land Exchange between St. Louis County and Allete, Inc.

BY COMMISSIONER _____

WHEREAS, St. Louis County is proposing a land exchange with Allete, Inc., in order to acquire the lands necessary to allow St. Louis County to transfer ownership of the Hoyt Lakes Landfill to the Minnesota Pollution Control Agency; and

WHEREAS, St. Louis County has fulfilled the requirements of Minn. Stat. 373.01, Sub. 1(5)e for the proposed land exchange with Allete, Inc.; and

WHEREAS, The following parcels will be subject to exchange:

ALLETE PARCEL: That part of the Southeast Quarter of the Southeast Quarter of the Northeast Quarter (SE $\frac{1}{4}$ of SE $\frac{1}{4}$ of NE $\frac{1}{4}$), Section Four (4), Township Fifty-eight (58) North, Range Fourteen (14) West, lying West of County Highway 666. Parcel 142-0070-00534

ALLETE PARCEL: The Northwest Quarter of the Northwest Quarter of the Southeast Quarter (NW $\frac{1}{4}$ of NW $\frac{1}{4}$ of SE $\frac{1}{4}$) Section Four (4), Township Fifty-eight (58) North, Range Fourteen (14) West. Parcel 142-0070-00634

COUNTY PARCEL: The Southwest Quarter of the Southwest Quarter (SW $\frac{1}{4}$ of SW $\frac{1}{4}$), Section Eleven (11), Township Fifty-seven (57), Range Eighteen (18), lying east of County State Aid Highway 7;

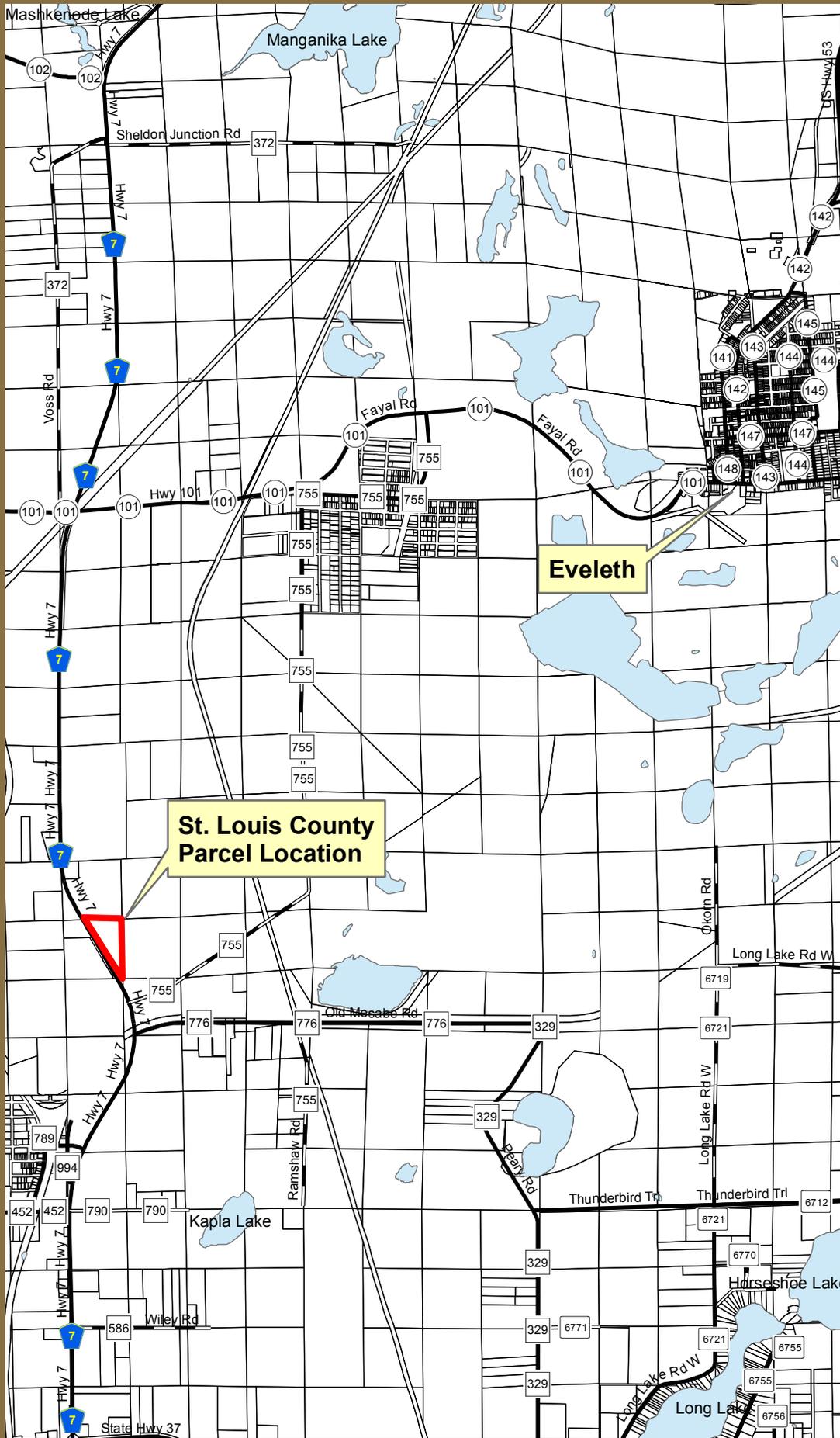
THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the above described parcels to be exchanged between St. Louis County and Allete, Inc., and the appropriate county officials are authorized to execute the necessary documents to complete this land exchange.



Fee Land Exchange Parcel Location Map

County Owned Parcel

43XX County Hwy 7, Clinton Township 57 - 18



**Saint Louis County
Planning Department
GIS Division**

Road Surface Class. Twp

SURF_TYPE

- Paved Road
- Gravel Road
- sde.STLOUIS.ENVIRO_Lakes
- sde.STLOUIS.CDSTRL_ParcelsInfo

Eveleth

**St. Louis County
Parcel Location**



Property Management

(218) 725-5085
www.stlouiscountymn.gov

Source: St. Louis County, DNR

Map Created: 9/16/2015

Disclaimer

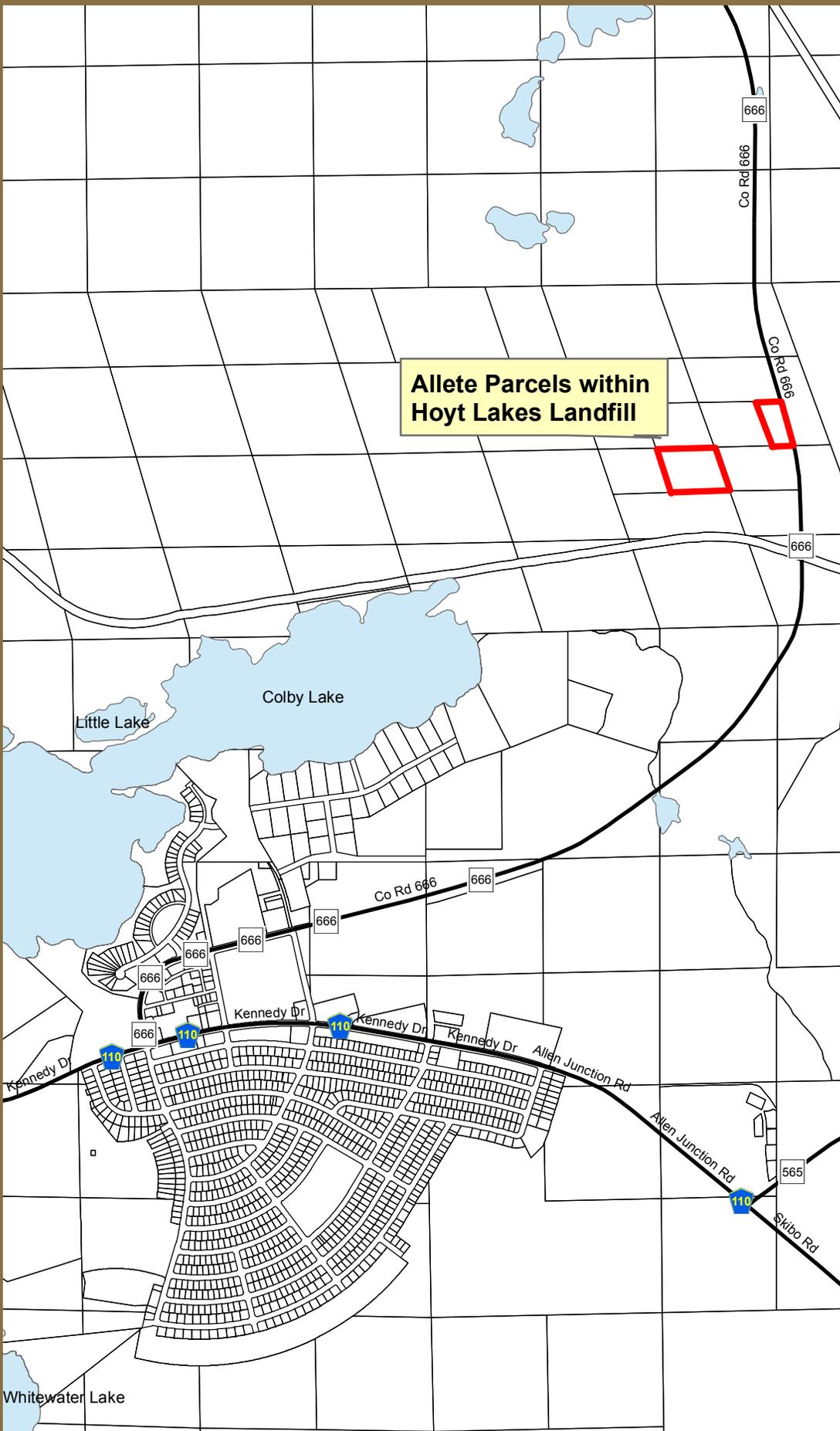
This is a compilation of records as they appear in the Saint Louis County Offices affecting the area shown. This drawing is to be used only for reference purposes and the County is not responsible for any inaccuracies herein contained.



Fee Land Exchange Parcel Location Map

Allete Inc. Owned Parcels

58XX County Road 666, City of Hoyt Lakes, Township 58 - 14



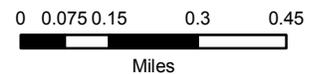
Allete Parcels within Hoyt Lakes Landfill

**Saint Louis County
Planning Department
GIS Division**

Road Surface Class. Twp

SURF_TYPE

- Paved Road
- Gravel Road
- sde.STLOUIS.ENVIRO_Lakes
- sde.STLOUIS.CDSTRL_ParcelsInfo



Property Management

(218) 725-5085
www.stlouiscountymn.gov

Source: St. Louis County, DNR

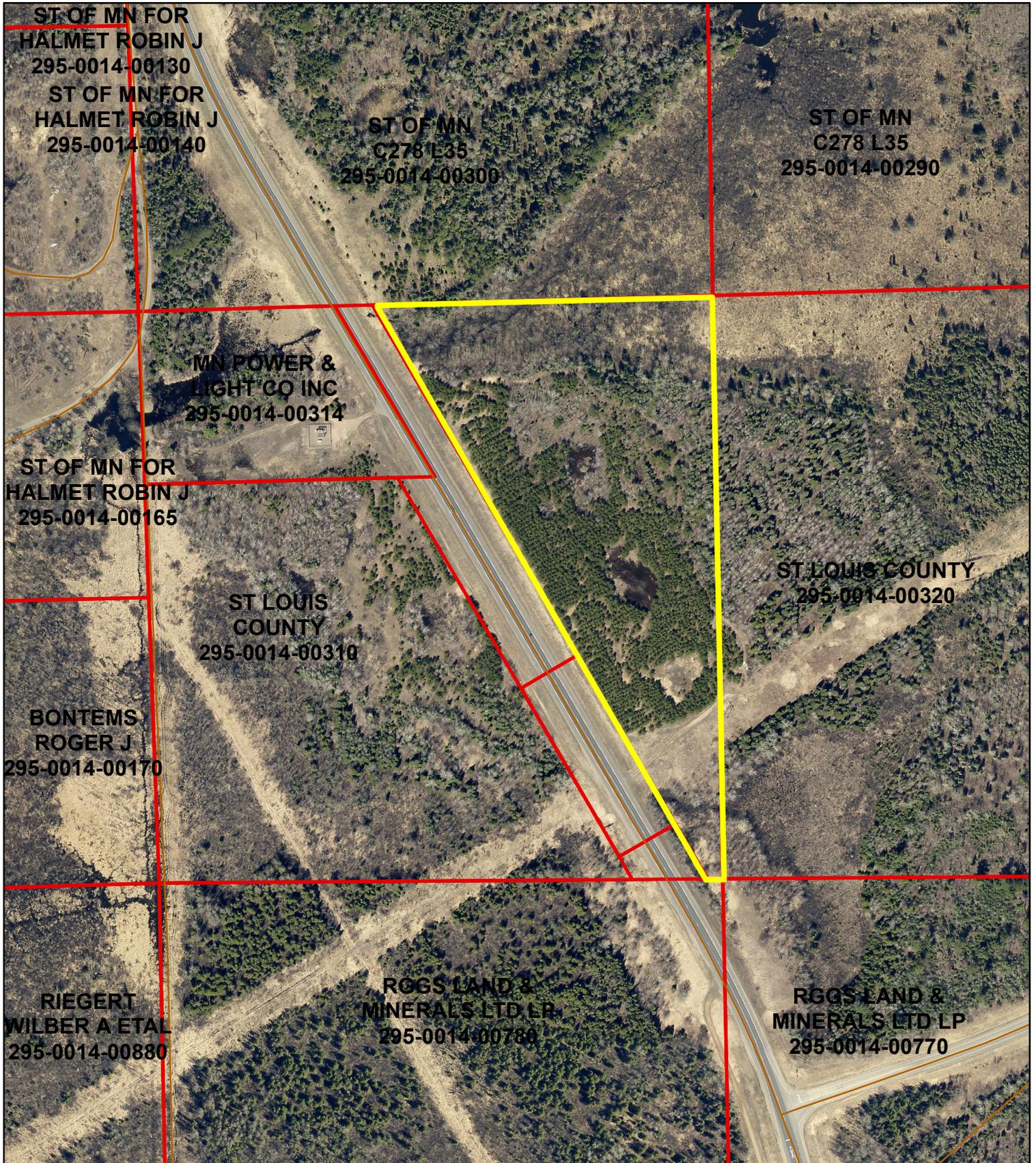
Map Created: 9/16/2015

Disclaimer

This is a compilation of records as they appear in the Saint Louis County Offices affecting the area shown. This drawing is to be used only for reference purposes and the County is not responsible for any inaccuracies herein contained.

**Proposed St. Louis County / Allete Inc. Exchange Parcel
COUNTY PARCEL**

**Part of Parcel 295-0014-00310 lying Easterly of CSAH 7
SW 1/4 of SW 1/4 Section 11, T57N, R18W
12.7 Acres, Assessed Value \$11,025**



Proposed St. Louis County / Allete Inc. Land Exchange

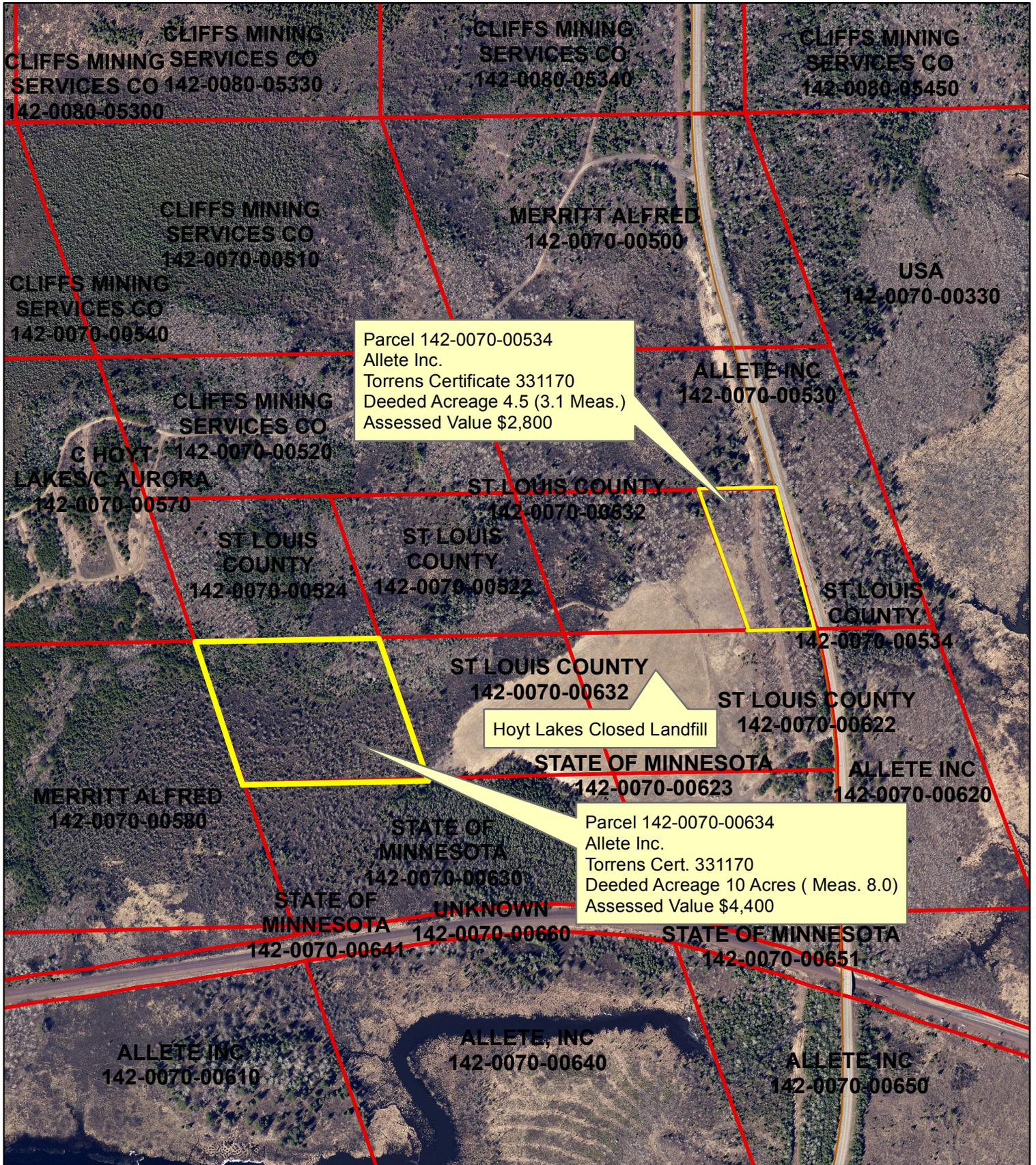
ALLETE PARCELS

14.5 acres (deeded) 11.1 Acres (Meas)

Assessed Value \$7,200

Parcels 142-0070-00634 & 00534

Section 4, T58N, R14W



Capital Improvement Plan Amendment for 2016-2020

BY COMMISSIONER _____

RESOLVED, By the St. Louis County Board of Commissioners as follows:

The County Board, pursuant to Minn. Stat. Section 373.40 previously approved a Capital Improvement Plan. Following a public hearing on December 15, 2015, as required, the County Board considered a proposed annual amendment to the Capital Improvement Plan and has considered the following for each project described in the proposed amendment and the overall plan:

- (i) The condition of the county's existing infrastructure, including the projected need for repair or replacement;
- (ii) The likely demand for the improvement;
- (iii) The estimated cost of the improvement;
- (iv) The available public resources;
- (v) The level of overlapping debt in the county;
- (vi) The relative benefits and costs of alternative uses of the funds;
- (vii) Operating costs of the proposed improvements; and
- (viii) Alternatives for providing services more efficiently through shared facilities with other cities or local government units.

The County Board, based on the considerations set forth in the amendment and overall plan and as set forth herein, approves the Capital Improvement Plan, as amended for the years 2016 through 2020, on file with the County Auditor as County Board File No. _____.



Five-Year Capital Improvement Plan 2016-2020

Updated November, 2015

SAINT LOUIS COUNTY Board of Commissioners

- District 1 Frank Jewell
- District 2 Patrick Boyle
- District 3 Chris Dahlberg
- District 4 Tom Rukavina
- District 5 Peter Stauber
- District 6 Keith Nelson
- District 7 Steve Raukar



County Administrator, Kevin Z. Gray

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Introduction - St. Louis County Capital Improvement Program Fiscal Years 2016 – 2020

Each year, as an integral part of its annual budget process, St. Louis County updates its Capital Improvement Program plan. The Capital Improvement Program (CIP) is a plan that matches the county's major capital needs regarding long-term physical asset development with the financial ability to meet these needs in a manner that attempts to better ensure the effective and efficient provision of government services and operations while maintaining a strong county infrastructure. The county's CIP identifies projects that have been designed to support existing or projected needs in the following areas: transportation infrastructure (roads and bridges), county facilities, land improvement/development/acquisition, equipment purchases, and technology. CIP projects require a total expenditure of at least \$100,000 and must provide for or extend the useful life of the asset for at least 5 years.

The CIP is vital to the county because it is the principal planning tool designed, and utilized strategically, to achieve growth and development as envisioned in the county's Departmental Business Plans. The county strives to balance debt issuance with current property tax levels for capital projects in a concerted effort to minimize tax burden while at the same time better aligning the organization to meet the ever changing demands placed upon local governments.

In so doing, the county maintains its strong financial standing, achieving an AA+ rating from Standard and Poor's rating services in 2013, 2014 and 2015. Further, the county continually strives to more effectively and completely integrate its capital and operating budgets; as such it is as a tool to balance capital needs and associated operating cost implications.

Through a detailed process of prioritization, project selection, and implementation detail, the CIP serves to guide the use of the limited resources that are available for capital projects. By providing a planned schedule, cost estimates, location of public sector improvements, project rationale, operating budget implications, and energy conservation considerations, the CIP provides local elected officials and the public with valuable information concerning proposed public facilities, transportation infrastructure, technology and capital equipment needs and their associated costs; while at the same time providing private sector decision makers with valuable information upon which to base investment decisions. Ultimately, the county will benefit from the coordination of orderly and efficient programs of private and public investment intended to maximize outside revenue sources and effectively plan for the growth and maintenance of the county's infrastructure.

Goals of the CIP

The CIP is prepared in consideration of two major goals:

1. To address the County's immediate and long-term capital needs, the CIP is guided by the following priorities, which were adopted by the County Board of Commissioners in 2007:

- Maintaining a strong county infrastructure (buildings, equipment, information infrastructure and personnel) in order to protect the County's investment.
- Expanding the tax base in a way that will benefit the health and well-being of citizens.
- Managing and encouraging orderly growth in coordination with other units of government and the private sector to promote a healthy local economy.
- Providing County services in the most efficient, effective and safe manner.

- Maintaining and improving a healthy, viable ecosystem and the community's quality of life.

2. To explore all feasible funding sources (as time and resources permit) in order to finance the County's capital needs.

Funding Priorities: Projects with the following characteristics are given priority for funding:

- Maintenance and/or improvement of the county's infrastructure
- Enhancement of County service delivery.
- Public health and public safety – prevents or corrects a major health or safety hazard.
- Legal requirements – clearly demonstrates a mandate by State or Federal law.
- Economic development – directly increases net annual revenues and creates indirect community wealth, i.e. jobs, business retention, etc.
- Budget impact – reduces operating costs or is eligible for available funding sources.
- Relationship to other projects – completes a project that is underway or advances the effectiveness of another project.
- Implementation of Business Plans or governing body policies – directly referenced in existing plan or policy or is essential to the implementation of programs adopted by the Board of Commissioners.
- Joint use – combines two or more projects resulting in immediate or future savings.

Relationship of the CIP to the Operating Budget

The operating budget and the CIP are closely related. The CIP is a plan that matches the County's major capital needs with the financial ability to meet them. As a plan, it is subject to change, however, a sound and reliable CIP is an invaluable planning tool that serves to aid the process of maintaining the good financial health of the County. That said, the CIP remains a living document that provides a constant reference point for broad ranging organizational discussions relating to the intrinsic relationship of capital infrastructure to the operation and mission of the county as expressed in the exploration of program and service delivery modalities, the increasing need for organizational efficiencies, downward budgetary pressures from state and federal sources, and increased burdens on tax payers. As local governments are forced to evolve in a climate trending toward increasing budgetary restriction, the continued refinement of strategies that integrate all elements of an organization into any decision-making matrix is paramount to the effective provision of government services in this day and age.

CIP projects that are proposed to be funded by General Fund revenues are intended to be included in the Budget in the appropriate year(s). Even so, because circumstances may change between the adoption of the CIP and the Budget, CIP projects must be resubmitted as part of each department's annual budget request, a step which promotes additional review of project details in light of new budget realities. Funds for such projects are not available unless and until they are included in the budget approved by the County Board of Commissioners.

The completion of capital projects directly impacts a department's operating budget as projects are completed and require maintenance and upkeep. Also, some facilities may require additional staffing and utilities, such as electricity and water, above current levels. Or, conversely, some departments may find that capital investments will positively impact their operating budget through energy conservation, strategic co-locations, and other operational impacts that influence how departmental resources are utilized. County-wide strategies which are moving the organization toward energy efficiency, co-located departments, consolidated

customer service centers, and the like are continually influencing CIP decision-making in a manner that seeks to improve rather than detract from operational budgets. Said impacts may not be readily evident when projects are funded and are constructed over several years. Consequently, the impacts of capital projects on the annual operating budget are estimated when available. Most projects will not have an operating impact in the year during which they are funded, thus continual tracking of associated costs on operations due to completed CIP projects feeds back into the decision-making process on CIP projects under consideration. Efforts in the area of tracking project cost payback due to energy efficiencies or other cost saving measures, which have been engineered into a CIP project, can prove to be a cost-saving measure for the county over time. Additionally, over the past two years the county has been implementing an asset management system to define and provide estimates for infrastructure needs to further aid in the development of a capital investment strategy that reduces operating costs over time while maximizing the direct impact of project funding.

CIP Strategy, Review & Adjustment

In an effort to further the integration of capital and operating budgets while defining appropriate levels of capital infrastructure investment, St. Louis County Administration Department has worked together with the Auditor's Office, Sheriff's Office, Public Works, Property Management, information Technology, Land and Minerals, Environmental Services and the Planning & Community Development departments to strategically improve the CIP process by bringing it into closer alignment with overall county strategies as represented in the Board of Commissioner's key priority areas as stated above.

Strategic CIP efforts have included:

- Working with Public Works to streamline its CIP submission process by building on their 10-year State Transportation Improvement Plan, developing a new project submission form that aligns with their road and bridge asset management system, and implementing a common asset management system for facilities that includes Facility Condition Index ratings for each facility as a key facility performance indicator county-wide. Public Works completed asset management assessments of its buildings in 2014. Property Management will run the asset management system for all Property Management and Public Works facilities.
- Working with Property Management more closely on submissions so that prioritization, energy efficiency, building life cycle management, facility integrity, departmental lease costs (for office space), co-locations of departments/functions, safety/security, and project decision-making happens in advance of bonding cycles and in-line with broad county facility goals. As mentioned above, the county purchased and implemented an asset management system that assists the Property Management Department (and other participating county departments with facilities) to more effectively track and measure facility and system life cycles, manage energy consumption and measure facility efficiency, replacement and/or improvement cost. This system will in turn promote more effective alignment of capital improvement needs with operating budget realities by providing a tool to measure the impact of capital investment on facility integrity and departmental operational budgets.
- Working with the Auditor's Office to continue to improve the information collected as part of the annual update to the CIP so as to provide the most solid basis for bond work possible.

- Working with the Information Technology and Planning and Community Development departments to include a technology section in the CIP. This inclusion provides for large-scale infrastructure projects and systems such as our Land Records Portal.
- Working with all departments on CIP submission to enhance the information provided.
- County Administration has been working closely with departments to identify more customer-friendly interface options for county facilities, which would serve to ensure public and employee safety, create a welcoming center for the delivery of county services, promote inter-departmental synergies across like or complementary service areas, and provide for more effective and efficient utilization of current county facilities. Such projects include the Public Health and Human Services Department's centralized client intake centers (Duluth, Virginia, Hibbing), the property/planning/records/taxation customer center (Virginia), and other projects that encourage collaboration and enhance customer service.
- Changes in the CIP submission form included the addition of Energy Conservation Considerations, a building Facility Condition Index rating, project payback information, project prioritization and rationale, and an asset life cycle determination for all projects related to facilities.
- Additional strategic CIP submission form changes include the requirement to provide the date of the last project cost estimate update to ensure more accurate cost estimation or to trigger the cost estimate updates; and guidance to county departments to select "other" as the funding sources on the form to trigger discussion on potential funding sources, strategies, and other considerations at present undefined.

Financial Assumptions

The FY 2016-2020 CIP has been prepared with the following financial assumptions:

- A bond issuance in 2018 for building projects proposed in his CIP amendment. The bond schedule will continue to change based on project need and financial realities.
- All contributions from the General Fund have been incorporated into actual 2016 and proposed 2017-2020 forecasted budgets for this update. Projects funded through contributions from the General Fund include transportation and operations infrastructure (buildings, roads and bridges). The planned contributions are included in the five year projection for financial planning purposes. However, funds for such projects will not be available unless and until they are approved by the Board of Commissioners. As such, contributions to specific projects in later years are subject to change.

Criteria for Inclusion in the CIP

Conformance with Chapter 383C

Chapter 383C of the Minnesota State Statutes contains laws that are specific to St. Louis County. In 1989, the legislature amended this chapter by including a provision allowing St. Louis County to develop and implement a capital improvement program. The 2016-2020 Capital Improvement Program is intended to fulfill this statutory authority.

Conformance with Chapter 373.40 Criteria

Chapter 373.40 requires the County to prepare its capital improvement program (CIP) consistent with the eight criteria contained in Section 2, Subdivision 3 of Chapter 373.40. The information required is summarized below for each of the eight criteria.

Condition of the County's Infrastructure

St. Louis County's infrastructure includes roads and bridges, three court houses, office buildings, highway maintenance facilities, and landfill service stations and the like totaling 170 structures, 3,000 miles of road and 601 bridges. The condition of the infrastructure is reviewed on an annual basis. The CIP contains several projects that are intended to upgrade and preserve these facilities in-line with the Board of Commissioner's strategic focus area *Strong County Infrastructure*. Additionally, proactive management, upgrade and maintenance of county facilities directly translates to cost-savings overall when facilities and infrastructure investments are planned and implemented as part of an overall county asset management strategy.

The Likely Demand for the Improvement

All the improvements proposed in the CIP have been evaluated for alternative actions including the "do nothing" alternative. Also, the CIP projects for each department are reviewed by the County Administrator's Office to ensure that each project is designed to meet a future demand of the public and the county. County efforts to develop and implement broad infrastructure improvements are continually refined in light of overall budget strategies, staffing and service efficiencies, asset condition/life cycle, energy efficiency, existing long-range plans, present cost-effectiveness, projected financial implications, and Board of Commissioner's key priority areas.

Estimated Costs of the Improvements

The County's CIP process requires each project's cost estimate to be as accurate as possible at the time the project is proposed and, additionally, that a project description form be submitted with each project estimate. The process requires annual review and updating of each non-capital budget item. The continual review of project cost estimates, as a practice, is a critical component of the county's strategy for CIP decision-making and implementation. On-going collaborative planning between Administration and other county departments will be further enhanced by the integration of the county's new facility asset management system into the cost estimation process made possible by virtue of system tools and data informed by continually updated *RS Means* construction cost estimation matrix (market based national construction cost index).

Available Public Resources

St. Louis County has examined all potential funding alternatives to each proposed project, and has carefully protected its ability to borrow funds for infrastructure projects. The County's low level of direct debt is evidence of the success of this policy. The County Board reviews the level of direct debt on a regular basis and strives to maintain direct debt at a consistently low level. Additional consideration has been and will continue to be given to expanded bonding

opportunities and strategies, which may, in turn, provide for accelerated project implementation in cases where current market conditions matched with internal county operational strategies and infrastructure requirements may indicate a favorable congruence for such investment initiatives. The transportation sales tax approved by the County Board in December 2014 is an example of a new revenue source directed to critical transportation projects.

The Level of Overlapping Debt in St. Louis County

The CIP contains information required by Subdivision 3 of Chapter 373.40, and the process is mindful of the impacts of overlapping debt. The CIP process includes an analysis of the financial and property tax ramifications for all projects proposed for general obligation bond funding.

Relative Costs and Benefits of Alternative Uses of Funds

The CIP process requires each department to evaluate alternatives to the proposed project, as well as alternative funding for each identified project option. The CIP process further requires that the County Administrator's Office review all proposed projects to ensure that the financing options are viable and all encompassing. All projects are evaluated for lease financing versus other financing options. The county's capital infrastructure needs exceed available resources, and the county is always forced to make choices among numerous projects. Thus, careful consideration of county-wide as well as departmental priorities and strategies are a must, and as currently expressed, the CIP process allows for an open debate of the relative costs and merits of each major project. During said debates, alternative means of producing the resources necessary to complete a given project may emerge as a viable alternative to the use of bond proceeds for capital improvements.

Operating Costs of the Proposed Improvements

The CIP process requires that each department and the County Administrator's Office examine the estimated annual operating cost for each proposed project. Projects are reviewed for their impacts on utility costs, employee safety and productivity, number of employees, and any other factor that would have a negative impact on the County's general fund or require substantial increases in fees charged to facility users. County Administration continually strives to align capital improvement needs with the regular operations of the county as an organization. The impact of capital projects on the operating budget can be severe and as such Administration works to thoroughly examine all impact areas and to develop viable methods to provide for the impact of said projects; and, in some case, to eliminate projects from the CIP due to adverse and/or cost-ineffective project proposals. Throughout the project review process, deference is given to the tempering impacts of current budgetary realities, overarching strategies and priorities of elected officials, current departmental business plans, and defined needs in light of all of the preceding elements.

Alternatives for Providing Services More Efficiently Through Shared Facilities with Other Counties or Local Units of Government

The CIP process requires each department to examine alternatives that involve the use of shared facilities. The County Administrators' Office provides a final review to ensure that each CIP and annual capital budget item has been thoroughly reviewed for use with existing facilities in other governmental jurisdictions, and for opportunities for sharing new facilities.

The county is continuing to seek methods to improve inter-departmental synergies for internal management and external service functions, and has been making great strides in this direction over the last year. Property Management, with its asset management system, is working to eventually include all county facilities such as those serving Public Works, Land & Minerals, and

Environmental Services departments' functions/needs. As a policy, the St. Louis County Board of Commissioners has directed the county Property Manager to work toward housing all county departments in county facilities. The cost-benefit analysis of using external leases versus housing county departments in county facilities has shown that the latter is more cost-effective for the taxpayers of St. Louis County. With the completed Duluth Government Service Center remodel, the goal of eliminating leases and centrally locating county services has largely been accomplished for offices/services in Duluth, and only the renovation/replacement of the Northland Office Center in Virginia will remain to fully meet this policy directive.

St. Louis County FY 2016-2020 Capital Improvement Program

Procedures

For each proposed capital improvement project, departments are required to complete a CIP inventory form. These forms provide both general background information pertaining to the projects and detailed information, which is used to evaluate the projects. The projects are compiled by Property Management. Using the inventory forms as a basis for its review, a preliminary list of items is produced. Final approval and authorization comes from the County Board.

In order to provide direction and conformity in compiling the CIP, it is essential that policies and guidelines are identified to direct county decisions regarding physical improvements and the sources of funding to be utilized. In prior budgets and related documents, the St. Louis County Board has identified the following policies regarding capital budgeting:

Capital Improvement Budget Policies

- The county makes all capital improvements in accordance with an adopted capital improvement program.
- The county develops a multi-year plan for capital improvements and updates it annually.
- The county enacts an annual capital budget based on the multi-year capital improvement plan. Future capital expenditures necessitated by changes in population, real estate development, or economic base are reviewed and included in capital budget projections.
- The county coordinates development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements are projected and included in operating budget forecasts.
- The county uses intergovernmental assistance to finance only those capital improvements that are consistent with the adopted capital improvement plan and county priorities in which operating and maintenance costs have been included in operating budget forecasts.
- The county maintains its assets at a level adequate to protect its capital investment and minimize future maintenance and replacement costs.
- County staff identifies the estimated costs and potential funding sources for each capital project proposal before it is submitted to the county board for approval.
- Expenditures must be a minimum of \$100,000.
- Equipment purchases must have a minimum life of five years.
- The county determines the least costly financing method for all new county projects.
- Each capital project should be fully justified in terms of reducing operating costs, improving quality or quantity of service, adhering to appropriate regulations, protecting the health and safety of employees or clients, or meeting a clearly demonstrated demand for a service.
- There should be a thorough review of alternative actions to the proposed project including the development of shared facilities, the use of non-county services or methods to meet the need, or the use of non-capital alternatives.
- Each capital project should be reviewed to determine the amount of coordination required between county departments and with non-county agencies to implement the project.
- Projects should be evaluated regarding possible deferment to a later date if such action would not adversely affect the program.
- All auxiliary costs, such as site development, utilities, or parking, must be considered as

part of the capital project.

- With the exception of the Land& Minerals, Environmental Services, and Public Works departments, the Property Management Department will serve as the Capital Improvement Construction Management Unit for county facilities in St. Louis County. All Department of Public Works road and bridge projects will be managed by the department of Public Works in coordination with the Administrator's Office. All departments are instructed to coordinate capital improvement projects with the Director of Property Management.

Debt Policies

- The county maintains its ability to support current debt and incur additional debt at minimal interest rates and in the amounts required for infrastructure and other capital assets without endangering the ability of the county to finance essential services.
- Projects should be evaluated regarding possible deferment to a later date if such action would not adversely affect the program.
- Debt is used sparingly and only after other means of financing are fully investigated.
- No debt which becomes an obligation of the county or any of its agencies may be issued for a term longer than the reasonably expected useful life of the asset being funded, but in no event for longer than 20 years for real property or 5 years for equipment.
- The proceeds of all debt issues must be expended in compliance with all applicable state and federal laws and rules and in conformity with all covenants of the issue. Such laws, rules, and covenants must be strictly construed.
- No debt may be issued to fund normal operations of the county or any of its agencies. This does not exclude the possibility of issuing Tax Anticipation Notes as a financial and investment strategy.
- Debt must not be issued in excess of any statutory limit. The county must strive to keep the total debt burden of the county when measured as a percent of taxable market value from exceeding the median of similarly sized counties in the nation based upon figures available at the time of authorizing the issuance.
- Property tax supported debt including capital notes must not be issued beyond the point where annual debt service levy demands exceed 10% of the property tax levy (including HACA and disparity aid).
- The county must avoid, where possible, the issuance of general obligation debt by utilizing available funds, reserves, and revenue or other types of issues.

CIP Process

The CIP process begins at the beginning of the year (January) with a request to county departments for modifications, updates, additions or deletions from the previous CIP as part of the budget process. Detailed instructions for submission are provided by the Administration Department to guide the preliminary submission process, and, once complete, are followed up by in-depth project discussions, board workshop(s), public hearing and formal adoption of the CIP (updated) each winter.

Implementation Rate

Not all projects included in the 2016 capital budget will be completed during the budget year. Many projects require coordination with other agencies and businesses. St. Louis County accounting policies allow for carry forward of encumbered funds to allow for completion of projects started in one year but not finalized.

CIP Format

The 2016-2020 Capital Improvement Program comprises four major areas for capital improvement: roads and bridges, equipment, facilities, and technology. The project description form provides a brief description of the project and its location, the underlying purpose and justification for the project, estimated impacts on the operating budget, energy conservation considerations (if applicable), implementation details (date), funding source, cost breakdown and total project cost (estimates).

2016-2020 CIP by Category & Department

Environmental Services

The Solid Waste Fund accounts for the management and operations of solid waste activities in St. Louis County outside of the Western Lake Superior Sanitary District Service area. The fund includes general management of solid waste activities, recycling, canister sites, transfer stations, demolition facilities, household hazardous waste, and landfill operations.

The CIP projects for this category include:

| Environmental Services | 2016 | 2017 | 2018 | 2019 | 2020 |
|---|-----------------|--------------------|------------------|------------|------------|
| Leachate Filtration Construction - Virginia | | \$1,200,000 | \$150,000 | | |
| Landfill Closure | \$80,000 | \$2,150,000 | \$225,000 | | |
| Total Environmental Services | \$80,000 | \$3,350,000 | \$375,000 | \$0 | \$0 |

Adequate cash flows are available in the Solid Waste Fund accounts to deliver the projects shown. The Environmental Services Department has provided cash flow analyses for the revenue that tie to each project.

Technology

This section includes planned technology investments submitted by the Information Technology (IT) Department and the Planning and Development Department. These investments are required to support continued improvements in client service and employee productivity.

| Information Technology/Planning and Development | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
|--|------------------|------------------|------------------|------------------|------------------|--------------------|
| Data Center Storage Area Network (SAN) | | \$100,000 | \$200,000 | \$150,000 | | \$450,000 |
| Enterprise Applications and Interfaces | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 |
| IT/GIS Enterprise Geospatial Data Infrastructure | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 |
| IT Client Management Software | \$150,000 | | | | | \$150,000 |
| Primary Data Center SAN Hardware Refresh | \$450,000 | | | | | \$450,000 |
| Disaster Recovery SAN Hardware Refresh | | \$400,000 | | | | \$400,000 |
| Total Information Technology/Planning & Development | \$800,000 | \$700,000 | \$400,000 | \$350,000 | \$200,000 | \$2,450,000 |

Property Management Facilities Capital Projects

Projects initiated under this category include improvements aimed at maintaining the life cycle and integrity of all county-owned facilities, reducing operating or maintenance costs through initiatives such as renewable solar energy production, energy efficiency projects, acquiring new/additional office space, providing a safe and productive work environment, and ensuring safe access for the public.

The following table illustrates the wide range of planned capital projects:

| Property Management Facilities | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
|---|--------------------|---------------------|---------------------|--------------------|--------------------|---------------------|
| Preventive Maintenance as Required by VFA | \$179,031 | \$1,955,766 | \$2,075,000 | \$2,075,000 | \$2,075,000 | \$8,359,797 |
| Virginia AEOA/RMHC Office Building | \$3,000,000 | \$20,000,000 | | | | \$23,000,000 |
| Virginia Area Office Building Renovation/Replacement | \$150,000 | \$250,000 | \$10,125,000 | \$3,125,000 | | \$13,650,000 |
| Virginia Motor Pool - Solar Power Install | \$85,500 | | | | | \$85,500 |
| Virginia Courthouse - HVAC/Roof Replacement | \$990,000 | | | | | \$990,000 |
| Rescue Squad Cold Storage Building - Pike Lake Campus | \$375,000 | | | | | \$375,000 |
| A. P. Cook Building Renovation | \$900,000 | | | | | \$900,000 |
| Jail Building Automation System | \$200,000 | \$250,000 | | | | \$450,000 |
| Duluth Downtown Parking Lot Repairs | | \$75,000 | \$825,000 | | | \$900,000 |
| Duluth Parking Ramp Repairs | \$300,000 | | | | | \$300,000 |
| Hibbing Annex Motor Pool Carport Solar Power Install | \$70,000 | | | | | \$70,000 |
| Ely GSC Roof Replacement & Solar Power Install | \$200,000 | | | | | \$200,000 |
| Courthouse Security Projects | \$280,000 | \$90,000 | | | | \$370,000 |
| Total Property Management Facilities | \$6,729,531 | \$22,620,766 | \$13,025,000 | \$5,200,000 | \$2,075,000 | \$49,650,297 |

Sources of revenue include property tax, fees, interest earnings, unrestricted grants and aids, and other forms of unrestricted local income. Actual expenditures are based on the costs of the projects and the use of carry-over balances.

Public Works Facilities Improvements

These projects consist of constructing or maintaining the garages, shops and support facilities used by the Public Works Department in performing road and bridge construction and maintenance activities. They are aimed at reducing the operating and maintenance costs through energy savings, extending the lives of the facilities, and reducing the degradation to facilities.

| Public Works Facilities | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
|---|--------------------|--------------------|---------------------|---------------------|------------------|---------------------|
| Preventive Maintenance as Required by VFA | \$500,000 | \$500,000 | \$500,000 | \$500,000 | \$500,000 | \$2,500,000 |
| District 4 New Facility | \$1,630,000 | \$700,000 | \$10,500,000 | | | \$12,830,000 |
| District 6 New Facility | | | | \$10,000,000 | | \$10,000,000 |
| Total Public Works Facilities | \$2,130,000 | \$1,200,000 | \$11,000,000 | \$10,500,000 | \$500,000 | \$25,330,000 |

Public Works Road and Bridge

Projects under this category are road construction, maintenance overlays, and bridge construction and repairs financed through various sources including local funds, state and federal aid.

St. Louis County is responsible for over 3,000 miles of road and 601 bridges over ten feet in length. The St. Louis County Public Works Department annually updates their 10-Year Project Plan of all construction and repairs projects. Projects are completed either by county Road and Bridge Maintenance crews or through a competitive bidding process. State and federal funding for St. Louis County averages over \$20,000,000 per year before the additional projects that will be funded by the new Transportation Sales Tax. Projects open for bid, under construction, or completed in the current year can be reviewed on the Public Works Department home page at: <http://www.stlouiscountymn.gov/GOVERNMENT/DepartmentsAgencies/PublicWorks.aspx>.

| Public Works Roads and Bridges | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Road and Bridge Projects Summary | \$82,116,687 | \$48,816,075 | \$31,158,067 | \$30,565,764 | \$39,900,000 | \$232,556,593 |
| Total Public Works Roads and Bridges | \$82,116,687 | \$48,816,075 | \$31,158,067 | \$30,565,764 | \$39,900,000 | \$232,556,593 |

2016-2020 CAPITAL IMPROVEMENTS PROGRAM SUMMARY

| Department | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
|---|-----------------|--------------------|------------------|-------------|-------------|--------------------|
| Environmental Services | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
| Leachate Filtration Construction - Virginia | | \$1,200,000 | \$150,000 | | | \$1,350,000 |
| Landfill Closure | \$80,000 | \$2,150,000 | \$225,000 | | | \$2,455,000 |
| Total Environmental Services | \$80,000 | \$3,350,000 | \$375,000 | \$0 | \$0 | \$3,805,000 |

| Information Technology/Planning and Development | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
|--|------------------|------------------|------------------|------------------|------------------|--------------------|
| Data Center Storage Area Network (SAN) | | \$100,000 | \$200,000 | \$150,000 | | \$450,000 |
| Enterprise Applications and Interfaces | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 |
| IT/GIS Enterprise Geospatial Data Infrastructure | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 |
| IT Client Management Software | \$150,000 | | | | | \$150,000 |
| Primary Data Center SAN Hardware Refresh | \$450,000 | | | | | \$450,000 |
| Disaster Recovery SAN Hardware Refresh | | \$400,000 | | | | \$400,000 |
| Total Information Technology/Planning & Development | \$800,000 | \$700,000 | \$400,000 | \$350,000 | \$200,000 | \$2,450,000 |

| Property Management Facilities | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
|---|--------------------|---------------------|---------------------|--------------------|--------------------|---------------------|
| Preventive Maintenance as Required by VFA | \$179,031 | \$1,955,766 | \$2,075,000 | \$2,075,000 | \$2,075,000 | \$8,359,797 |
| Virginia AEOA/RMHC Office Building | \$3,000,000 | \$20,000,000 | | | | \$23,000,000 |
| Virginia Area Office Building Renovation/Replacement | \$150,000 | \$250,000 | \$10,125,000 | \$3,125,000 | | \$13,650,000 |
| Virginia Motor Pool - Solar Power Install | \$85,500 | | | | | \$85,500 |
| Virginia Courthouse - HVAC/Roof Replacement | \$990,000 | | | | | \$990,000 |
| Rescue Squad Cold Storage Building - Pike Lake Campus | \$375,000 | | | | | \$375,000 |
| A. P. Cook Building Renovation | \$900,000 | | | | | \$900,000 |
| Jail Building Automation System | \$200,000 | \$250,000 | | | | \$450,000 |
| Duluth Downtown Parking Lot Repairs | | \$75,000 | \$825,000 | | | \$900,000 |
| Duluth Parking Ramp Repairs | \$300,000 | | | | | \$300,000 |
| Hibbing Annex Motor Pool Carport Solar Power Install | \$70,000 | | | | | \$70,000 |
| Ely GSC Roof Replacement & Solar Power Install | \$200,000 | | | | | \$200,000 |
| Courthouse Security Projects | \$280,000 | \$90,000 | | | | \$370,000 |
| Total Property Management Facilities | \$6,729,531 | \$22,620,766 | \$13,025,000 | \$5,200,000 | \$2,075,000 | \$49,650,297 |

| Public Works Facilities | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
|---|--------------------|--------------------|---------------------|---------------------|------------------|---------------------|
| Preventive Maintenance as Required by VFA | \$500,000 | \$500,000 | \$500,000 | \$500,000 | \$500,000 | \$2,500,000 |
| District 4 New Facility | \$1,630,000 | \$700,000 | \$10,500,000 | | | \$12,830,000 |
| District 6 New Facility | | | | \$10,000,000 | | \$10,000,000 |
| Total Public Works Facilities | \$2,130,000 | \$1,200,000 | \$11,000,000 | \$10,500,000 | \$500,000 | \$25,330,000 |

| Public Works Roads and Bridges | 2016 | 2017 | 2018 | 2019 | 2020 | TOTAL |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Road and Bridge Projects Summary | \$82,116,687 | \$48,816,075 | \$31,158,067 | \$30,565,764 | \$39,900,000 | \$232,556,593 |
| Total Public Works Roads and Bridges | \$82,116,687 | \$48,816,075 | \$31,158,067 | \$30,565,764 | \$39,900,000 | \$232,556,593 |

| | | | | | | |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Total Capital Improvement Projects | \$91,856,218 | \$76,686,841 | \$55,958,067 | \$46,615,764 | \$42,675,000 | \$313,791,890 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|

2016– 2020 SUMMARY OF REVENUES BY DEPARTMENT

| Department | 2016 | 2017 | 2018 | 2019 | 2020 |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| Environmental Services | | | | | |
| Property Tax | | | | | |
| Bonding | | | | | |
| Federal/State | | | | | |
| Other | \$80,000 | \$3,350,000 | \$375,000 | | |
| Total Environmental Services | \$80,000 | \$3,350,000 | \$375,000 | \$0 | \$0 |
| Information Technology/Planning and Development | | | | | |
| Property Tax | \$600,000 | \$500,000 | \$200,000 | \$150,000 | |
| Bonding | | | | | |
| Federal/State | | | | | |
| Other | \$200,000 | \$200,000 | \$200,000 | \$200,000 | \$200,000 |
| Total Information Technology/Planning and Development | \$800,000 | \$700,000 | \$400,000 | \$350,000 | \$200,000 |
| Property Management Facilities | | | | | |
| Property Tax | \$3,129,531 | \$2,545,766 | \$2,075,000 | \$2,075,000 | \$2,075,000 |
| Bonding | | | \$10,125,000 | \$3,125,000 | |
| Federal/State | \$3,000,000 | \$10,000,000 | | | |
| Other | \$600,000 | \$10,075,000 | \$825,000 | | |
| Total Property Management Facilities | \$6,729,531 | \$22,620,766 | \$13,025,000 | \$5,200,000 | \$2,075,000 |
| Public Works Facilities | | | | | |
| Property Tax | \$2,130,000 | \$1,200,000 | 500,000 | \$500,000 | \$500,000 |
| Bonding | | | \$10,500,000 | \$10,000,000 | |
| Federal/State | | | | | |
| Other | | | | | |
| Total Public Works Facilities | \$2,130,000 | \$1,200,000 | \$11,000,000 | \$10,500,000 | \$500,000 |
| Public Works Road & Bridge | | | | | |
| Property Tax | \$6,955,088 | \$7,684,018 | \$7,025,007 | \$6,765,238 | \$5,900,000 |
| Bonding | \$17,973,914 | \$5,472,008 | | | |
| *Transportation Sales Tax | \$25,170,786 | \$15,567,427 | \$4,906,703 | \$4,624,008 | \$10,000,000 |
| Federal/State | \$27,048,495 | \$19,892,622 | \$17,783,555 | \$19,166,518 | \$19,000,000 |
| Other | \$4,968,404 | \$200,000 | \$1,442,802 | \$10,000 | \$5,000,000 |
| **Total Public Works Road & Bridge | \$82,116,687 | \$48,816,075 | \$31,158,067 | \$30,565,764 | \$39,900,000 |

* Projects may be added to specific years from the Transportation Improvement Plan as revenue allows.

** 2020 projections are based on anticipated funding levels; projects not yet assigned.

**Public Hearing for Suspension/Revocation of Liquor License for Property Tax
Non-Payment**

BY COMMISSIONER _____

WHEREAS, St. Louis County Ordinance No. 28 (Liquor Ordinance), Section 4.15, requires all licensed establishments to pay all real and personal property taxes when due; and

WHEREAS, Border Guide Service Base Camp Company d/b/a Border Guide Service Base Camp Company, Kabetogama Township, was issued a Combination On/Off-Sale and Sunday On-Sale Intoxicating Liquor License for the period of July 1, 2015, through June 30, 2016; and

WHEREAS, The establishment has past due or delinquent real or personal property taxes for the second half of 2015; and

WHEREAS, A public hearing was held on December 15, 2015, to consider suspension of the intoxicating liquor licenses for the establishment for failure to pay real or personal property taxes when due;

THEREFORE, BE IT RESOLVED, That Combination On/Off-Sale and Sunday On-Sale Intoxicating Liquor License No. 16-CTCMBS-00122 issued to Border Guide Service Base Camp Company d/b/a Border Guide Service Base Camp Company, Kabetogama Township, is hereby suspended effective _____, at _____ o'clock;

RESOLVED FURTHER, That said license will remain suspended until such time as the taxes are paid in full or the license expires or is revoked.

BOARD LETTER NO. 15 - 541

FINANCE & BUDGET COMMITTEE NO. 2

DECEMBER 15, 2015 BOARD AGENDA NO. 1

DATE: December 1, 2015 **RE:** Tobacco Products License
Application (Fayal Township)

FROM: Kevin Z. Gray
County Administrator

Donald Dicklich
County Auditor/Treasurer

RELATED DEPARTMENT GOAL:

Provide mandated and discretionary licensing services in a timely manner.

ACTION REQUESTED:

The St. Louis County Board is requested to approve the application for a Tobacco License.

BACKGROUND:

The following Tobacco Products Licensing Application has been submitted for Board approval:

Keith/Lois Nelson d/b/a At Your Convenience, Fayal Township, Tobacco Products License, effective January 1, 2016 – December 31, 2016,
RENEWAL.

The business is a gas and convenience store located on U.S. Highway 53, in Fayal Township.

RECOMMENDATION:

It is recommended that the St. Louis County Board approve the requested tobacco license.

Tobacco Products License Application (Fayal Township)

BY COMMISSIONER _____

RESOLVED, That pursuant to St. Louis County Ordinance No. 51, the application for license to sell tobacco products, at retail, on file in the office of the County Auditor, identified as County Board File No. 60058, is approved and the County Auditor is authorized to issue the license as follows;

Keith/Lois Nelson d/b/a At Your Convenience, Fayal Township, Tobacco Products License, effective January 1, 2016 – December 31, 2016,
RENEWAL;

RESOLVED FURTHER, That if named license holder sells their licensed business, the County Board, at its discretion after an investigation, may transfer the license to a new owner, but without pro-rated refund to the license holder.

**BUDGET AND LEVY RESOLUTION
FISCAL YEAR 2016**

| | | |
|---|------------|------------------------------------|
| A. County-wide Levy (Non-debt) | | |
| Fund 100 General Fund | 52,024,720 | |
| Fund 184 County Extension | 813,219 | |
| Fund 200 Road & Bridge Fund | 19,745,204 | |
| Fund 230 Public Health & Human Services | 33,311,779 | |
| Fund 400 Capital Projects - County Facilities | 932,732 | |
| Fund 405 Capital Projects - Road & Bridge | 480,702 | |
| Fund 407 Capital Projects - Road & Bridge Equipment | 1,462,590 | |
| | | <u>\$108,770,946</u> |
| B. Regional Levy (Non-debt) | | |
| Fund 100 General Fund - Arrowhead Regional Library | 699,504 | |
| | | <u>\$699,504</u> |
| C. Debt Service Funds (County-wide) | | |
| Fund 316 Capital Improvement Bond 2008B | 1,112,906 | |
| Fund 318 Capital Improvement Bond 2013A | 1,638,193 | |
| Fund 319 Capital Equipment Note 2013B | 804,773 | |
| Fund 320 ARC Capital Improvement Bond 2013 | 483,755 | |
| Fund 321 Refunding Bonds 2004A & 2005A | 1,737,593 | |
| Fund 322 Refunding Bond 2010A | 607,871 | |
| Fund 323 Refunding Bond 2006A | 660,975 | |
| | | <u>\$7,046,066</u> |
| D. Enterprise Fund (County-wide) | | |
| Fund 616 ISTS | 114,677 | |
| | | <u>\$114,677</u> |
| | | <u><u>\$116,631,193</u></u> |

| | | Total Use of Assets | | | | Total Source of Assets | | | | |
|------------------------------|--------------------------------|----------------------|----------------------|-------------------------------------|--------------------|--------------------------|---------------------|---------------------|----------------------------|----------------------|
| | | Adopted Expenditures | 697600 Transfers Out | 311201 Accumulation of Fund Balance | Total | 500100 Property Tax Levy | Other Revenue | 590100 Transfers In | 311202 Use of Fund Balance | Total |
| GENERAL FUND | | | | | | | | | | |
| 100 | General Fund | 97,824,046 | 3,445,387 | 77,122 | 101,346,554 | (52,742,943) | (45,794,355) | (1,499,556) | (1,309,700) | (101,346,554) |
| 149 | Personnel Service Fund | 5,000 | - | - | 5,000 | - | (5,000) | - | - | (5,000) |
| 150 | Sheriff's Nemesis Fund Group | 799,180 | - | - | 799,180 | - | (502,905) | (211,550) | (84,726) | (799,180) |
| 159 | Attorney-CS-Mod Filing Fee | 1,000 | - | 1,500 | 2,500 | - | (2,500) | - | - | (2,500) |
| 160 | MN Trail Assistance | 500,000 | - | - | 500,000 | - | (500,000) | - | - | (500,000) |
| 161 | Missing Heirs | - | - | 270 | 270 | - | (270) | - | - | (270) |
| 166 | Sheriff Fine Contingency | 30,000 | - | - | 30,000 | - | (30,000) | - | - | (30,000) |
| 167 | Attorney's Forfeitures | 30,000 | - | 15,000 | 45,000 | - | (45,000) | - | - | (45,000) |
| 168 | Sheriff's State Forfeitures | 30,000 | - | 12,300 | 42,300 | - | (42,300) | - | - | (42,300) |
| 169 | Attorney Trust Accounts-VW | 17,678 | - | - | 17,678 | - | (7,565) | - | (10,113) | (17,678) |
| 170 | Boundary Waters-Forfeiture | 24,000 | - | - | 24,000 | - | (20,000) | - | (4,000) | (24,000) |
| 171 | Controlled Substances | 10,000 | - | - | 10,000 | - | (10,000) | - | - | (10,000) |
| 172 | Sheriff Federal Forfeitures | 10,000 | - | - | 10,000 | - | (10,000) | - | - | (10,000) |
| 173 | Emergency Shelter Grant | 162,000 | - | - | 162,000 | - | (162,000) | - | - | (162,000) |
| 178 | Economic Development-Tax Forf | 600,000 | - | - | 600,000 | - | 37,700 | (600,000) | (37,700) | (600,000) |
| 179 | Enhanced 9-1-1 | 352,000 | 2,300 | - | 354,300 | - | (329,000) | - | (25,300) | (354,300) |
| 180 | Law Library | 300,203 | - | - | 300,203 | - | (235,000) | - | (65,203) | (300,203) |
| 183 | City/County Communications | 6,200 | - | 20,800 | 27,000 | - | (27,000) | - | - | (27,000) |
| 184 | Extension Service | 931,202 | - | - | 931,202 | (813,219) | (43,385) | - | (74,598) | (931,202) |
| 187 | Drug Buy Money | 15,000 | - | - | 15,000 | - | (15,000) | - | - | (15,000) |
| | | 101,647,509 | 3,447,687 | 126,992 | 105,222,188 | (53,556,163) | (47,743,580) | (2,311,105) | (1,611,339) | (105,222,188) |
| SPECIAL REVENUE FUNDS | | | | | | | | | | |
| 200 | Public Works | 40,869,459 | 109,000 | - | 40,978,459 | (19,745,204) | (20,893,255) | (340,000) | - | (40,978,459) |
| 204 | Local Option Transit Sales Tax | 6,993,571 | 3,506,429 | - | 10,500,000 | - | (10,500,000) | - | - | (10,500,000) |
| 210 | Road Maint - Unorg Townships | 1,822,000 | - | - | 1,822,000 | - | (1,822,000) | - | - | (1,822,000) |

Total Use of Assets

Total Source of Assets

| | | Adopted Expenditures | 697600 Transfers Out | 311201 Accumulation of Fund Balance | Total | 500100 Property Tax Levy | Other Revenue | 590100 Transfers In | 311202 Use of Fund Balance | Total |
|-----|--------------------------------|----------------------|----------------------|-------------------------------------|--------------------|--------------------------|----------------------|---------------------|----------------------------|----------------------|
| 220 | State Road Aid | 32,092,403 | - | - | 32,092,403 | - | (32,092,403) | - | - | (32,092,403) |
| 230 | Public Health & Human Services | 87,092,502 | - | - | 87,092,502 | (33,293,266) | (51,772,561) | - | (2,026,675) | (87,092,502) |
| 240 | Forfeited Tax | 6,987,680 | 600,000 | - | 7,587,680 | - | (7,492,039) | - | (95,641) | (7,587,680) |
| 250 | St. Louis County HRA | 361,030 | - | - | 361,030 | - | (211,030) | - | (150,000) | (361,030) |
| 260 | CDBG Grant | 2,106,045 | - | - | 2,106,045 | - | (2,106,045) | - | - | (2,106,045) |
| 261 | CDBG Program Income | 45,000 | - | - | 45,000 | - | (45,000) | - | - | (45,000) |
| 270 | Home Grant | 515,400 | - | - | 515,400 | - | (515,400) | - | - | (515,400) |
| 280 | Federal Septic Loan - EPA Fund | 64,390 | - | - | 64,390 | - | (8,000) | - | (56,390) | (64,390) |
| 281 | SLC Septic Loans | - | - | 10,300 | 10,300 | - | (10,300) | - | - | (10,300) |
| 290 | Forest Resources | 1,337,642 | 200,000 | - | 1,537,642 | - | (720,247) | - | (817,395) | (1,537,642) |
| | | 180,287,121 | 4,415,429 | 10,300 | 184,712,850 | (53,038,470) | (128,188,280) | (340,000) | (3,146,101) | (184,712,850) |

DEBT SERVICE FUNDS

| | | | | | | | | | | |
|-----|--------------------------------|-------------------|----------|----------------|-------------------|--------------------|----------|--------------------|------------------|---------------------|
| 316 | Capital Improve Bonds 2008B | 1,059,910 | - | 52,996 | 1,112,906 | (1,112,906) | - | - | - | (1,112,906) |
| 318 | Capital Improve Bond 2013A | 1,560,185 | - | 78,009 | 1,638,194 | (1,638,194) | - | - | - | (1,638,194) |
| 319 | Capital Equipment Note 2013B | 766,450 | - | 38,323 | 804,773 | (804,773) | - | - | - | (804,773) |
| 320 | ARC Capital Improve Bond 2014A | 460,719 | - | 23,036 | 483,755 | (483,755) | - | - | - | (483,755) |
| 321 | Refunding Bond 2013C | 1,654,850 | - | 82,743 | 1,737,593 | (1,737,593) | - | - | - | (1,737,593) |
| 322 | Refunding Bond 2013D | 578,925 | - | 28,946 | 607,871 | (607,871) | - | - | - | (607,871) |
| 323 | Refunding Bond 2015A | 629,500 | - | 31,475 | 660,975 | (660,975) | - | - | - | (660,975) |
| 324 | Refunding Bond 2015B | 134,800 | - | - | 134,800 | - | - | - | (134,800) | (134,800) |
| 325 | Capital Improve Bond 2015C | 3,339,456 | - | 166,973 | 3,506,429 | - | - | (3,506,429) | - | (3,506,429) |
| | | 10,184,795 | - | 502,500 | 10,687,295 | (7,046,066) | - | (3,506,429) | (134,800) | (10,687,295) |

CAPITAL PROJECTS FUNDS

| | | | | | | | | | | |
|-----|------------------------------|-----------|---|---|-----------|-------------|----------|-------------|-----------|-------------|
| 400 | County Facilities | 2,562,963 | - | - | 2,562,963 | (932,732) | (52,268) | (1,577,963) | - | (2,562,963) |
| 402 | Depreciation Reserve Fund | 1,169,031 | - | - | 1,169,031 | - | - | (435,248) | (733,783) | (1,169,031) |
| 405 | Public Works Building Constr | 503,811 | - | - | 503,811 | (480,702) | (23,109) | - | - | (503,811) |
| 407 | Public Works - Equipment | 1,573,626 | - | - | 1,573,626 | (1,462,590) | (2,036) | (109,000) | - | (1,573,626) |

| | | Total Use of Assets | | | | Total Source of Assets | | | | |
|-------------------------------|------------------------------|----------------------|----------------------|-------------------------------------|--------------------|--------------------------|----------------------|---------------------|----------------------------|----------------------|
| | | Adopted Expenditures | 697600 Transfers Out | 311201 Accumulation of Fund Balance | Total | 500100 Property Tax Levy | Other Revenue | 590100 Transfers In | 311202 Use of Fund Balance | Total |
| | | 5,809,430 | - | - | 5,809,430 | (2,876,024) | (77,412) | (2,122,211) | (733,783) | (5,809,430) |
| PERMANENT FUND | | | | | | | | | | |
| 500 | Shoreline Sales | 90,849 | 326,025 | - | 416,873 | - | - | - | (416,873) | (416,873) |
| | | 90,849 | 326,025 | - | 416,873 | - | - | - | (416,873) | (416,873) |
| ENTERPRISE FUNDS | | | | | | | | | | |
| 600 | Environmental Services | 10,720,975 | 50,000 | - | 10,770,975 | - | (6,471,992) | - | (4,298,983) | (10,770,975) |
| 610 | Regional Landfill Trust | - | - | 104,260 | 104,260 | - | (54,260) | (50,000) | - | (104,260) |
| 615 | 919 Fees | - | - | 75,000 | 75,000 | - | (75,000) | - | - | (75,000) |
| 616 | On-Site Waste Water Division | 632,723 | - | - | 632,723 | (114,471) | (290,826) | (227,425) | - | (632,723) |
| 640 | Plat Books | 115,000 | - | - | 115,000 | - | (115,000) | - | - | (115,000) |
| | | 11,468,697 | 50,000 | 179,260 | 11,697,958 | (114,471) | (7,007,078) | (277,425) | (4,298,983) | (11,697,958) |
| INTERNAL SERVICE FUNDS | | | | | | | | | | |
| 715 | County Garage | 1,745,651 | - | 70,222 | 1,815,873 | - | (1,815,873) | - | - | (1,815,873) |
| 720 | Property Casualty Liability | 470,528 | - | - | 470,528 | - | (207,464) | - | (263,064) | (470,528) |
| 730 | Workers Compensation | 3,594,129 | - | - | 3,594,129 | - | (3,029,300) | - | (564,829) | (3,594,129) |
| 740 | Medical Dental Insur | 34,877,531 | 318,029 | - | 35,195,560 | - | (29,800,000) | - | (5,395,560) | (35,195,560) |
| | | 40,687,839 | 318,029 | 70,222 | 41,076,090 | - | (34,852,636) | - | (6,223,453) | (41,076,090) |
| | | 350,176,239 | 8,557,170 | 889,274 | 359,622,683 | (116,631,193) | (217,868,987) | (8,557,170) | (16,565,333) | (359,622,683) |

**2016
Adopted
Budget**

General Fund

Policy & Management

| | |
|--------------------------------|------------|
| Non-Departmental Revenue | 2,299,745 |
| Board of Commissioners | 1,163,434 |
| Aid to Other Agencies-Econ Dev | 193,573 |
| Aid to Other Agencies-Other | 15,203,773 |
| Administration | 2,755,689 |
| Intergovernmental Affairs | 305,142 |
| Labor Relations | 104,018 |
| | <hr/> |
| | 22,025,373 |
| | <hr/> |

Planning and Development

| | |
|------------------------|-----------|
| Planning & Development | 2,616,304 |
| | <hr/> |
| | 2,616,304 |
| | <hr/> |

Administration

| | |
|----------------------------|------------|
| Telecommunications | 1,443,857 |
| Telecom - Capital | 75,000 |
| IT | 5,954,727 |
| IT - Capital | 800,000 |
| Purchasing | 364,030 |
| Veterans Service Officer | 748,485 |
| Property Management | 8,775,366 |
| Mine Inspector | 281,809 |
| Safety and Risk Management | 616,969 |
| | <hr/> |
| | 19,060,242 |
| | <hr/> |

Auditor

| | |
|-----------|-----------|
| Auditor | 5,339,571 |
| Elections | 248,887 |
| | <hr/> |
| | 5,588,458 |
| | <hr/> |

Human Resources

| | |
|---------------------------------|-----------|
| Human Resources | 1,719,855 |
| Employee Development & Wellness | 502,327 |
| | <hr/> |
| | 2,222,182 |
| | <hr/> |

Attorney

| | |
|-----------------|-----------|
| County Attorney | 7,723,131 |
| | <hr/> |
| | 7,723,131 |
| | <hr/> |

Assessor

| | |
|----------|-----------|
| Assessor | 3,672,528 |
| | <hr/> |
| | 3,672,528 |
| | <hr/> |

Recorder

| | |
|--------------|-----------|
| Microfilming | 192,269 |
| Recorder | 2,818,114 |
| | <hr/> |
| | 3,010,382 |
| | <hr/> |

Communications

| | |
|--------------------------|-----------|
| Emergency Communications | 3,996,969 |
| Radio Maintenance | 826,604 |
| | <hr/> |
| | 4,823,573 |
| | <hr/> |

Commitment Representation

| | |
|---------------------------|--------|
| Commitment Representation | 94,060 |
| | <hr/> |
| | 94,060 |
| | <hr/> |

Sheriff

| | |
|--------------------------|------------|
| Sheriff | 14,829,700 |
| Boat & Water Safety | 142,763 |
| Medical Examiner | 675,220 |
| Emergency Management | 106,248 |
| Rescue Squad | 236,399 |
| Law Enforcement Services | 686,471 |

**2016
Adopted
Budget**

General Fund

| | |
|----------------|------------------|
| Jail Prisoners | 10,942,587 |
| | <hr/> 27,619,387 |

Courts

| | |
|---------------------|-----------------|
| Court Administrator | 1,136,011 |
| Examiner of Titles | 152,810 |
| | <hr/> 1,288,821 |

Health Care Reform/Reserve for Retired Employees

| | |
|--------------------------------|-----------------|
| Health Care Reform/Retiree Pay | 1,524,992 |
| | <hr/> 1,524,992 |

| | |
|-----------------------|--------------------------|
| Total Expenses | <hr/> 101,269,433 |
|-----------------------|--------------------------|

Means of Financing

| | |
|----------------------------|--------------|
| Property Taxes | (52,742,943) |
| Other Taxes | (7,532,957) |
| Licenses and Permits | (276,000) |
| Intergovernmental Revenues | (14,338,858) |
| Charges for Services | (4,747,560) |
| Intra-County Revenues | (15,807,723) |
| Fines and Forfeitures | (750) |
| Investment Earnings | (2,000,000) |
| Gifts & Contributions | (1,000) |
| Miscellaneous | (1,089,507) |
| Transfers In | (1,499,556) |

| | |
|-----------------------|----------------------------|
| Total Revenues | <hr/> (100,036,855) |
|-----------------------|----------------------------|

Total General Fund

| | |
|--|------------------------|
| Use of (Contribute to) Fund Balance | <hr/> 1,232,578 |
|--|------------------------|

MN Extension Service

| | |
|-------------------------------|---------|
| MN Extension Services/S.L.C. | 624,069 |
| MN Extension Service - Grants | 9,475 |
| Youth Task Force | 297,658 |

| | |
|-----------------------|----------------------|
| Total Expenses | <hr/> 931,202 |
|-----------------------|----------------------|

Means of Financing

| | |
|----------------------------|-----------|
| Property Taxes | (813,219) |
| Intergovernmental Revenues | (1,635) |
| Charges for Services | (22,500) |
| Gifts & Contributions | (18,250) |
| Miscellaneous | (1,000) |

| | |
|-----------------------|------------------------|
| Total Revenues | <hr/> (856,604) |
|-----------------------|------------------------|

Total MN Extension Service

| | |
|--|---------------------|
| Use of (Contribute to) Fund Balance | <hr/> 74,598 |
|--|---------------------|

Emergency Shelter Grant

| | |
|-----------------------------|---------|
| SLC-Essential Service - ESG | 162,000 |
|-----------------------------|---------|

| | |
|-----------------------|----------------------|
| Total Expenses | <hr/> 162,000 |
|-----------------------|----------------------|

Means of Financing

| | |
|----------------------------|-----------|
| Intergovernmental Revenues | (162,000) |
|----------------------------|-----------|

| | |
|-----------------------|------------------------|
| Total Revenues | <hr/> (162,000) |
|-----------------------|------------------------|

| | 2016 Adopted Budget |
|--|------------------------------------|
| Total Emergency Shelter Grant Use of (Contribute to) Fund Balance | <u>-</u> |
| | |
| Other General Fund | |
| Fund 149 Personal Service Fund | |
| Personal Service Fund | 5,000 |
| | <u>5,000</u> |
| Fund 150 Nemesis | |
| Nemesis | 799,180 |
| | <u>799,180</u> |
| Fund 159 Attorney-Child Support-Mod Filing Fee | |
| Attorney-Child Support-Mod Filing Fee | 1,000 |
| | <u>1,000</u> |
| Fund 160 MN Trail Assistance | |
| MN Trail Assistance | 500,000 |
| | <u>500,000</u> |
| Fund 166 Sheriff's Fine Contingency | |
| Sheriff Fine Contingency | 30,000 |
| | <u>30,000</u> |
| Fund 167 Attorney Forfeitures | |
| Attorney's Forfeitures | 30,000 |
| | <u>30,000</u> |
| Fund 168 Sheriff's State Forfeitures | |
| Sheriff's State Forfeitures | 30,000 |
| | <u>30,000</u> |
| Fund 169 Attorney Trust Account | |
| Attorney Trust Accounts | 17,678 |
| | <u>17,678</u> |
| Fund 170 Boundary Waters - Forfeiture | |
| Boundary Waters-Forfeiture | 24,000 |
| | <u>24,000</u> |
| Fund 171 Controlled Substances | |
| Controlled Substances | 10,000 |
| | <u>10,000</u> |
| Fund 172 Sheriff Federal Forfeitures | |
| Federal Forfeiture Fund | 10,000 |
| | <u>10,000</u> |
| Fund 178 Economic Development-Tax Forf | |
| Economic Dev - Forf Lands | 600,000 |
| | <u>600,000</u> |
| Fund 179 Enhanced 911 | |
| Enhanced 9-1-1 | 354,300 |
| | <u>354,300</u> |
| Fund 180 Law Library | |
| Law Library | 179,099 |
| Hibbing Law Library | 62,007 |
| Virginia Law Library | 59,097 |
| | <u>300,203</u> |
| Fund 183 City County Communications | |
| Emergency Communications | 6,200 |
| | <u>6,200</u> |
| Fund 187 Drug Buy Money | |
| Drug Buy Money | 15,000 |
| | <u>15,000</u> |
| Total Expenses | <u><u>2,732,561</u></u> |

**2016
Adopted
Budget**

Other General Fund

Means of Financing

| | |
|----------------------------|--------------------|
| Property Taxes | 37,700 |
| Intergovernmental Revenues | (825,065) |
| Charges for Services | (526,365) |
| Intra-County Revenues | (5,040) |
| Fines and Forfeitures | (158,500) |
| Investment Earnings | (4,270) |
| Miscellaneous | (262,300) |
| Transfers In | (811,550) |
| Total Revenues | (2,555,390) |

Total Other General Fund

| | |
|--|----------------|
| Use of (Contribute to) Fund Balance | 177,172 |
|--|----------------|

Public Works

| | |
|---------------------------------|-------------------|
| Non-Departmental Revenue | (467,000) |
| Administration & Engineering | 5,960,352 |
| Road Maintenance | 13,756,457 |
| Equipment & Shops | 6,163,961 |
| Road Construction - County | 7,347,257 |
| PW Inventory Control | 8,217,431 |
| Road Maint-Unorg Townships | 1,822,000 |
| Road Construction - State | 32,092,403 |
| County Transportation Sales Tax | 10,500,000 |
| Total Expenses | 85,392,862 |

Means of Financing

| | |
|----------------------------|---------------------|
| Property Taxes | (19,745,204) |
| Other Taxes | (17,992,576) |
| Licenses and Permits | (45,000) |
| Intergovernmental Revenues | (45,389,246) |
| Charges for Services | (804,764) |
| Intra-County Revenues | (5,921) |
| Miscellaneous | (1,070,151) |
| Transfers In | (340,000) |
| Total Revenues | (85,392,862) |

Total Public Works

| | |
|--|----------|
| Use of (Contribute to) Fund Balance | - |
|--|----------|

Public Health & Human Services

| | |
|-----------------------|-------------------|
| Administration | 11,838,657 |
| Financial | 16,370,305 |
| Social Services | 54,721,731 |
| Public Health Nursing | 4,161,807 |
| Total Expenses | 87,092,502 |

Means of Financing

| | |
|----------------------------|---------------------|
| Property Taxes | (33,293,266) |
| Other Taxes | (46,711) |
| Intergovernmental Revenues | (47,134,057) |
| Charges for Services | (3,890,493) |
| Miscellaneous | (701,300) |
| Total Revenues | (85,065,827) |

| | 2016 Adopted Budget |
|---|------------------------------------|
| Total Public Health & Human Services Use of (Contribute to) Fund Balance | 2,026,675 |
| | |
| <u>Land & Minerals Department</u> | |
| Land/Urban Forfeited Tax | 664,000 |
| Land - Administration | 4,079,994 |
| 290 Qualifying Expenses | 2,843,686 |
| Total Expenses | 7,587,680 |
| | |
| Means of Financing | |
| Intergovernmental Revenues | (19,039) |
| Timber & Land Sales | (7,410,000) |
| Miscellaneous | (63,000) |
| Total Revenues | (7,492,039) |
| | |
| Total Land & Minerals Department Use of (Contribute to) Fund Balance | 95,641 |
| | |
| <u>Other Special Revenue Funds</u> | |
| HRA Administration | 361,030 |
| Total Expenses | 361,030 |
| | |
| Means of Financing | |
| Other Taxes | (211,030) |
| Total Revenues | (211,030) |
| | |
| Total Other Special Revenue Funds Use of (Contribute to) Fund Balance | 150,000 |
| | |
| <u>Comm Devel Block Grant</u> | |
| Planning and Development | |
| CDBG Administration | 2,106,045 |
| CDBG Projects | 45,000 |
| Total Expenses | 2,151,045 |
| | |
| Means of Financing | |
| Intergovernmental Revenues | (2,151,045) |
| Total Revenues | (2,151,045) |
| | |
| Total Comm Devel Block Grant Use of (Contribute to) Fund Balance | - |
| | |
| <u>Home Grant</u> | |
| Home Projects | 465,400 |
| Home CHDO Projects | 50,000 |
| Total Expenses | 515,400 |
| | |
| Means of Financing | |
| Intergovernmental Revenues | (515,000) |
| Miscellaneous | (400) |
| Total Revenues | (515,400) |
| | |
| Total Home Grant Use of (Contribute to) Fund Balance | - |

| | 2016 Adopted Budget |
|--|------------------------------------|
| <u>Septic Loans</u> | |
| Federal Septic Loan - EPA | 64,390 |
| Total Expenses | 64,390 |
| | |
| Means of Financing | |
| Investment Earnings | (18,300) |
| Total Revenues | (18,300) |
| | |
| Total Septic Loans | |
| Use of (Contribute to) Fund Balance | 46,090 |
| | |
| <u>Forest Resources</u> | |
| Memorial Forests | 1,537,642 |
| Total Expenses | 1,537,642 |
| | |
| Means of Financing | |
| Other Taxes | (570,000) |
| Intergovernmental Revenues | (150,247) |
| Total Revenues | (720,247) |
| | |
| Total Forest Resources | |
| Use of (Contribute to) Fund Balance | 817,395 |
| | |
| <u>Debt Service Funds</u> | |
| 2013A Capital Improvement Bond | 1,560,185 |
| 2013B Capital Equipment Note | 766,450 |
| 2013 ARC Capital Improvement Bond | 460,719 |
| 2013C Refunding 2004A & 2005A | 1,654,850 |
| 2013D Refunding 2010A | 578,925 |
| 2015B Refunding 2008B | 134,800 |
| 2008B Capital Improvement Bond | 1,059,910 |
| 2015A Refunding 2006A | 629,500 |
| 2015C Capital Improvement Bond | 3,339,456 |
| Total Expenses | 10,184,795 |
| | |
| Means of Financing | |
| Property Taxes | (7,046,066) |
| Transfers In | (3,506,429) |
| Total Revenues | (10,552,495) |
| | |
| Total Debt Service Funds | |
| Use of (Contribute to) Fund Balance | (367,700) |
| | |
| <u>Capital Projects Funds</u> | |
| County Facilities | 2,562,963 |
| Depreciation Reserve | 1,169,031 |
| Road & Bridge Build Constr | 503,811 |
| Public Works-Equipment | 1,573,626 |
| Total Expenses | 5,809,430 |
| | |
| Means of Financing | |
| Property Taxes | (2,876,024) |
| Other Taxes | (4,801) |
| Intergovernmental Revenues | (67,611) |
| Miscellaneous | (5,000) |
| Transfers In | (2,122,211) |

**2016
Adopted
Budget**

Capital Projects Funds

| | |
|--|-----------------------|
| <i>Total Revenues</i> | <u>(5,075,647)</u> |
| Total Capital Projects Funds | |
| Use of (Contribute to) Fund Balance | <u>733,783</u> |

Environmental Services

| | |
|---------------------------------------|--------------------------|
| Administration-Environmental Services | 1,795,074 |
| Recycling - Score | 1,412,744 |
| Canister | 1,153,738 |
| Transfer Stations | 1,921,371 |
| Demolition Fill | 387,868 |
| Household Hazardous Waste | 254,882 |
| Regional Landfill | 3,845,298 |
| ISTS | 632,723 |
| Total Expenses | <u>11,403,697</u> |

Means of Financing

| | |
|----------------------------|---------------------------|
| Property Taxes | (114,471) |
| Other Taxes | (545) |
| Licenses and Permits | (5,500) |
| Intergovernmental Revenues | (290,554) |
| Charges for Services | (5,900,585) |
| Investment Earnings | (204,260) |
| Miscellaneous | (490,634) |
| Transfers In | (277,425) |
| Total Revenues | <u>(7,283,975)</u> |

| | |
|--|-------------------------|
| Total Environmental Services | |
| Use of (Contribute to) Fund Balance | <u>4,119,723</u> |

Plat Books

| | |
|-----------------------|-----------------------|
| Plat Books | 115,000 |
| Total Expenses | <u>115,000</u> |

Means of Financing

| | |
|-----------------------|-------------------------|
| Charges for Services | (115,000) |
| Total Revenues | <u>(115,000)</u> |

| | |
|--|-----------------|
| Total Plat Books | |
| Use of (Contribute to) Fund Balance | <u>-</u> |

County Garage/Motor Pool

| | |
|----------------------------|-------------------------|
| County Garage - Motor Pool | 1,165,651 |
| MP Inventory Control | 580,000 |
| Total Expenses | <u>1,745,651</u> |

Means of Financing

| | |
|----------------------------|---------------------------|
| Intergovernmental Revenues | (2,043) |
| Charges for Services | (816,144) |
| Intra-County Revenues | (990,186) |
| Miscellaneous | (1,500) |
| Other Financing Sources | (6,000) |
| Total Revenues | <u>(1,815,873)</u> |

| | 2016 Adopted Budget |
|--|------------------------------------|
| Total County Garage/Motor Pool Use of (Contribute to) Fund Balance | (70,222) |
| | |
| <u>Property Casualty Liability</u> | |
| Property Casualty Liability | 470,528 |
| Total Expenses | 470,528 |
| | |
| Means of Financing | |
| Intergovernmental Revenues | (348) |
| Charges for Services | (12,000) |
| Intra-County Revenues | (145,116) |
| Investment Earnings | (50,000) |
| Total Revenues | (207,464) |
| | |
| Total Property Casualty Liability Use of (Contribute to) Fund Balance | 263,064 |
| | |
| <u>Workers Compensation</u> | |
| Workers Compensation | 3,594,129 |
| Total Expenses | 3,594,129 |
| | |
| Means of Financing | |
| Intergovernmental Revenues | (404,547) |
| Intra-County Revenues | (2,514,753) |
| Investment Earnings | (110,000) |
| Total Revenues | (3,029,300) |
| | |
| Total Workers Compensation Use of (Contribute to) Fund Balance | 564,829 |
| | |
| <u>Medical Dental Insurance</u> | |
| Medical/Dental Self Insurance | 35,195,560 |
| Total Expenses | 35,195,560 |
| | |
| Means of Financing | |
| Charges for Services | (29,625,000) |
| Investment Earnings | (175,000) |
| Total Revenues | (29,800,000) |
| | |
| Total Medical Dental Insurance Use of (Contribute to) Fund Balance | 5,395,560 |
| | |
| <u>Permanent Fund</u> | |
| Shoreline Sales Trust | 416,873 |
| Total Expenses | 416,873 |
| | |
| Total Permanent Fund Use of (Contribute to) Fund Balance | 416,873 |
| | |
| Total Expenses | 358,733,410 |
| Total Revenues | (343,057,350) |
| Total Use of Fund Balance | 15,676,059 |

COUNTY-WIDE

1. RESOLVED FURTHER, that at year's end any unpaid 2015 encumbrances will be carried forward into the 2016 expenditure budget.
2. RESOLVED FURTHER, that the 2015 unspent balances of grants which extend into 2016 will be carried forward into 2016 as increases to that revenue and expenditure budget.
3. RESOLVED FURTHER, that each appropriation, except an appropriation within the Capital Project Fund, lapses at the close of the fiscal year to the extent that it has not been expended or encumbered.
4. RESOLVED FURTHER, that proceeds from the insurance fund for losses of covered property or proceeds from the sale by bid of damaged assets will be reimbursed to the department involved and the revenue and expenditure budget be increased accordingly.
5. RESOLVED FURTHER, that the county board authorizes the county auditor to continue to designate unassigned portions of fund balances for cash flow purposes in an amount up to 5/12 of the 2016 levy, plus the 2016 County Program Aid.
6. RESOLVED FURTHER, that the county board authorizes the county auditor to use the committed for Retiree Obligations portion of fund balance in the governmental funds to pay for any retiree obligations that are not budgeted.
7. RESOLVED FURTHER, that the county board hereby authorizes spending within departmental budgets on any line item within a department so long as the total budget is not overspent. However, no public aid assistance and/or personnel services budget authority may be used for any other purpose without prior board approval.
8. RESOLVED FURTHER, that in order to achieve consistent and accurate staffing levels for each department, the county board authorizes the county administrator to report the personnel complement as full-time equivalents. The county board also authorizes department heads, with the approval of the county administrator, to add and delete positions within their personnel complement so long as the total full-time equivalent personnel complement does not exceed the total number of authorized positions contained in their 2016 budget as approved by the county board. The county administrator shall give such approval only if he/she determines that there are no reasonable alternatives to filling the position.
9. RESOLVED FURTHER, that increases to the original governmental funds revenue and expenditure budgets cannot be made without County Board approval.
10. RESOLVED FURTHER, that asset trade in values recognized as revenue be added to the budget by increasing both the expense and revenue budgets of the department making the purchase.
11. RESOLVED FURTHER, that proceeds from the sale by bid of equipment that would otherwise be used in trade against the purchase price of new equipment be added to the budget by increasing both the capital outlay and the revenue budgets of the owning department by the amount of the sale.

12. RESOLVED FURTHER, that asset transfers between County departments be added to the budget by increasing the transfer in revenue budget of the department that is selling the asset and increasing the transfer out expense budget of the department that is purchasing the asset.
13. RESOLVED FURTHER, that beginning January 1, 2016, all non-represented employees and elected officials who are enrolled in the County health insurance plan under single coverage will be responsible for \$37.72 per month of the total single premium cost. All non-represented employees and elected officials whose current share for family coverage is 20/80 and who enroll under family coverage, will be responsible for \$226.25 per month of the total family premium cost and all non-represented employees and elected officials whose current share for family coverage is 30/70 and who enroll under family coverage, will be responsible for \$320.51 per month of the total family premium cost. In addition, any non-represented employees, who work on a part-time basis, will be required to contribute a pro-rated portion of the employer contribution, based on the full-time-equivalent percentage of the position to which they are appointed.
14. RESOLVED FURTHER, the following positions are eliminated from the 2016 department budgets:

| Department | Position Code | Position Title | FTE |
|-----------------|---------------|------------------------|-------|
| Public Works | 0077-032 | Equipment Operator Jr. | -1.00 |
| Public Works | 0077-051 | Equipment Operator Jr. | -1.00 |
| Public Works | 0077-010 | Equipment Operator Jr. | -1.00 |
| Public Works | 0077-065 | Equipment Operator Jr. | -1.00 |
| Public Works | 0038-009 | Parts Room Specialist | -1.00 |
| Public Works | 0066-031 | Service Worker | -1.00 |
| TOTAL POSITIONS | | | -6.00 |

GENERAL FUND

Fund Balance

15. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the General Fund, Fund Balance for year end 2015 will be as follows;

Committed – the committed fund balance classification includes amounts that can be used only for the specific purposes determined by formal action of the County Board. Formal Board action to commit fund balance must occur prior to year end, although the amount need not be determined at that time.

1. Ditching \$275,000
2. Retiree Obligations (vested) (eligible individuals at hourly rate times sick leave hours)
3. Vesting sick leave (eligible individuals at hourly rate times sick leave hours)

Assigned – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes but do not meet the criteria to be classified as restricted or committed.

1. Parking (net of Agency 128010 Parking)
2. Planning GIS (net of Agency 109003 Planning GIS, until fund balance reaches zero); the Planning and Development Department is authorized to expend this assigned fund balance to continue Geographic Information System (GIS) activities (Fund 100, Object 311122)
3. Telecommunications (may be increased by net budget savings, calculated by comparing actual expense, open encumbrances, and revenue to current budget in Agencies under 116000 and 116100)
4. Information Technology (may be increased by net budget savings, calculated by comparing actual expense, open encumbrances, and revenue to current budget in Agencies under 117000 and 117100)
5. Encumbrances (open POs on accounting software, Mitchell Humphrey)
6. Minerals Management Program \$340,000, to be transferred to Public Works fund 200 in 2016 for the Surveyor's Office
7. Community & Economic Development Blight Program (net of agency 178005 Blight Removal); the Planning and Development Department is authorized to expend this assigned fund balance for Blight activities (Fund 178, Object 311052)

Further assignments may be made by the County Board or the Administrator and Auditor acting together.

Non-Departmental Revenues

16. RESOLVED FURTHER, whereas the county receives federal program revenues as reimbursement of indirect costs incurred by the General Fund, and whereas those revenues on future remittances may not always be separately identified from specific county department revenues at the time of payment, that when federal program revenues are earned jointly by the general government and a specific department, and earnings are not separately identified at the time of payment, revenues shall be allocated between the General Fund and the specific department in the same proportion as federal program costs. Such allocation shall be made at the time quarterly settlement payments are received.

Board of Commissioners

17. RESOLVED FURTHER, pursuant to Minnesota Statutes 2006, Section 375.055, subdivision 1 notice is given that the county board sets the compensation for county commissioners on an annual basis at \$59,421.70 effective January 1, 2016. Any commissioner may choose a lesser amount upon written notification to the county auditor before December 31, 2015.
18. RESOLVED FURTHER, that the chair of the county board will continue to receive an additional payment as in the past; this amount is set at \$1000 for 2016. The vice chair shall receive an additional payment of \$500 for 2016.
19. RESOLVED FURTHER, that the salaries of county commissioners shall be published in one newspaper in the county in a municipality to be determined by the county auditor, in addition to the official newspaper, as required by law.

Administration

20. RESOLVED FURTHER, that the county administrator will hold county departments accountable for progress in designated priority areas through the regular monitoring of performance measures and outcomes.

Aid to Other Agencies

21. Arrowhead Regional Corrections
RESOLVED FURTHER, St. Louis County's share of the Arrowhead Regional Correction's 2016 budget is the following:

2016 Budgeted Amount \$13,946,809

22. RESOLVED FURTHER, that \$ 405,555 of St. Louis County's share of funding for ARC will be designated for the continuation of the Specialty Courts in partnership with the State of Minnesota Sixth Judicial District which will include reimbursement for 1.0 Public Health and Human Services Social Worker.
23. RESOLVED FURTHER, that the 2016 administrative budget includes funding allocations for FY 2016 for contracts with the following agencies within the Aid to Other Agencies Account:

| | | |
|--|---------------|-------------|
| St. Louis County Historical Society, including Historical Society/Range Affiliates and Veterans' Memorial Hall | 103003-690200 | \$317,998 |
| Community Fairs | 103005-690400 | 750 |
| County Fair, Hibbing | 103006-690500 | 12,806 |
| South St. Louis County Fair, Proctor | 103007-690600 | 12,806 |
| Arrowhead Library System | 103016-694500 | 699,504 |
| Oneida Realty Company for the management and operations of the St. Louis County Heritage and Arts Center (The Depot) | 103015-629900 | 158,000 |
| Duluth Seaway Port Authority | 102005-691600 | 12,000 |
| | TOTAL | \$1,213,864 |

24. RESOLVED FURTHER, that the County Administrator will be responsible for monitoring the results achieved by outside agencies through the use of performance measures.

Human Resources

25. RESOLVED FURTHER, that the Health Insurance Fund (Fund 740, Agency 740002) will reimburse the Health Education Wellness Agency (Fund 100, Agency 126002) for actual eligible expenditures and encumbrances that occur in 2016 up to the budgeted amount of \$248,029.
26. RESOLVED FURTHER, that the Health Insurance Fund (Fund 740, Agency 740002) will reimburse Human Resources (Fund 100, Agency 123001) \$70,000 for staff time spent administering the self-insured health and dental programs and administrative support to the Health Insurance Committee.

27. RESOLVED FURTHER, that the St. Louis County Human Resources Department is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for personnel services in the amount of \$218,927, and that said funds will be payable to the St. Louis County Human Resources Department, Fund 100, Agency 123001.

Public Records and Property Valuation

Recorder's Office

28. Technology Fund

RESOLVED FURTHER, that transfers of up to \$100,000 from the Recorder's Technology Fund (121002) to the Planning Department for Geographic Information Systems (GIS) activities (109003) for 2016, and to the Microfilm division for expenses and encumbrances that occur in 2016 up to the budgeted amount of \$192,269 are approved, contingent on the Recorder's Technology Fund revenues.

29. Integrated Fund

RESOLVED FURTHER, that a transfer of the following from the Recorder's Integrated Fund (121003) for Geographic Information Systems (GIS) activities is approved, contingent on adequate 2016 revenues, with the entire remaining balance transferred to Planning Department GIS (109003) Personnel Budget:

| | |
|---|-----------|
| Planning Department GIS (109003) Personnel Budget (estimated) | \$208,876 |
| 911 Communications (135003) Personnel Budget | 77,101 |
| Auditor's Office (115015) Personnel Budget | 72,380 |
| Public Works Surveyor (200124) Personnel Budget | 51,643 |
| Total | \$410,000 |

Auditor

30. RESOLVED FURTHER, that the county auditor is directed to make changes in departmental budgets to comply with this resolution.

31. RESOLVED FURTHER, that the St. Louis County Auditor is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for fiscal services in the amount of \$163,115 plus the actual cost of a Financial Analyst and that said funds will be payable to the St. Louis County Auditor's Office, Fund 100, Agency 115001.

32. RESOLVED FURTHER, that the St. Louis County Auditor is hereby authorized to enter into an agreement with the Carlton-Cook-Lake-St. Louis Community Health Board for fiscal services in the amount of \$7,000 plus \$1,000 for the SEFA and/or GASB #68 and that said funds will be payable to the St. Louis County Auditor's Office, Fund 100, Agency 115001.

33. RESOLVED FURTHER, that the St. Louis County Auditor is hereby authorized to enter into an agreement with the Regional Rail Authority for fiscal services in the amount of \$6,000 plus \$1,000 for GASB #68, and that said funds will be payable to the St. Louis County Auditor's Office, Fund 100, Agency 115001.

34. RESOLVED FURTHER, that the St. Louis County Auditor is hereby authorized to enter into an agreement with the St. Louis County and Minneapolis-Duluth/Superior

Passenger Rail Alliance for fiscal services in the amount of \$6,000, and that said funds will be payable to the St. Louis County Auditor's Office, Fund 100, Agency 115001.

35. RESOLVED FURTHER, that the County Board authorizes the Auditor to determine the adequacy of controls and procedures relating to financial/accounting issues and order changes or corrective actions in any department or agency of the County.

Attorney

36. RESOLVED FURTHER, that the St. Louis County Attorney is hereby authorized to enter into an agreement with the St. Louis County Housing and Redevelopment Authority for legal services in the amount of \$12,416 and with Arrowhead Regional Corrections in the amount of \$72,452 to be payable to the St. Louis County Attorney's Office, Fund 100, Agency 113002.

Safety and Risk Management

37. RESOLVED FURTHER, that St. Louis County Safety and Risk Management is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for consulting and testing services in the amount of \$24,856, and that said funds will be payable to the St. Louis County Safety and Risk Management Department, Fund 100, Agency 139001.

Property Management

38. RESOLVED FURTHER, that St. Louis County Property Management is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for rent in the amount of \$433,789, and that said funds will be payable to the St. Louis County Property Management Department, Fund 100, Agency 128000.

Department of Information Technology

39. RESOLVED FURTHER, that the St. Louis County Department of Information Technology is hereby authorized to enter into an agreement with Arrowhead Regional Corrections for telephone services, computer network services, and data processing services in the amount of \$582,842 total for all services listed, and that said funds will be payable to St. Louis County Department of Information Technology, Fund 100, Agency 116001, for telephone services, and Fund 100, Agency 117001, for computer network and data processing services.

SPECIAL REVENUE FUNDS

Public Health and Human Services

Fund Balance

40. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the Public Health and Human Services Fund Balance for year end 2015 will be as follows;

Committed – the committed fund balance classification includes amounts that can be used only for the specific purposes determined by formal action of the County Board. Formal Board action to commit fund balance must occur prior to year end, although the amount need not be determined at that time.

1. Retiree Obligations (vested) (eligible individuals at hourly rate times sick leave hours)
2. Vesting sick leave (eligible individuals at hourly rate times sick leave hours)

Assigned – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes, but do not meet the criteria to be classified as restricted or committed.

1. Technology Improvements – Until the assigned fund balance reaches zero, Public Health and Human Services will seek approval from County Administration and the County Board to use this fund balance for technology related purchases.
2. Out of Home Placements - Until the assigned fund balance reaches zero, Public Health and Human Services will seek approval from County Administration and the County Board to use this fund balance to cover the difference between budgeted Out of Home Placement expenditures and actual Out of Home Placement expenditures.
3. Building Remodel – Until the assigned fund balance reaches zero, PHHS will seek approval from County Administration and the County Board to use these funds, as needed, for a remodel of the Government Services Center.
4. Prevention & Innovation – an amount determined by the Director of PHHS in coordination with the County Administrator which will be used to support pilot programs which focus on prevention services that will offset future costs. Use of funds will be approved by Administration and the County Board.

Further assignments may be made by the County Board or the Administrator and Auditor acting together.

41. RESOLVED FURTHER, that the 2016 Public Health and Human Services budget (Fund 230, Agency 232044, Object 608000) includes funding for the following public service contracts. These total \$118,680 as listed below:

| | |
|---|----------|
| AEOA - RSVP (combined with Meals on Wheels) | \$20,000 |
| Ely Community Resources | 4,560 |
| Indian Legal Assistance | 9,120 |
| Legal Aid of NE Minnesota | 60,000 |
| Volunteer Attorney Program | 20,000 |

| | |
|----------------|-----------|
| Salvation Army | 5,000 |
| TOTAL | \$118,680 |

Public Works

Fund Balance

42. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the Road and Bridge Fund Balance for year end 2015 will be as follows;

Committed – the committed fund balance classification includes amounts that can be used only for the specific purposes determined by formal action of the County Board. Formal Board action to commit fund balance must occur prior to year end, although the amount need not be determined at that time.

1. Retiree obligations (vested) (eligible individuals at hourly rate times sick leave hours)
2. Vesting sick leave (eligible individuals at hourly rate times sick leave hours)

Assigned – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes but do not meet the criteria to be classified as restricted or committed.

1. State Aid Engineering Salary Reimbursement - difference between the Adopted Budget for State Aid Engineering Salary Reimbursement (currently Agency 200008, Object 610000) and actual reimbursements received in a year. Public Works will seek approval from County Administration and the County Board to use this fund balance to fund shortfalls in subsequent years.
2. Major Emergency Road/Bridge Repairs – amount necessary to maintain a total of \$500,000 at the end of the year. Public Works is authorized to use this fund balance for repair and engineering costs associated with unanticipated road or bridge failure that they are unable to absorb in their annual operations budget.
3. Gas and diesel variability – an amount determined by the Public Works Department, County Auditor's Office, and County Administration after analysis of criteria including previous fuel usage vs. budget, the year end result of operations, the current balance in Gas and Diesel Variability, and expectations about future fuel prices and usage. Public Works will seek approval from County Administration and the County Board to spend this fund balance once actual expenses plus encumbrances are greater than adopted budget in Agency 207001 Object 656200 (Diesel Fuel) or 656100 (Unleaded Fuel) and the purchase of additional fuel is necessary to continue normal operations.
4. Local road & bridge construction projects- an amount determined by Public Works and Administration analyzing the year end fund balance and anticipated local project needs for the following year. Public Works will seek approval from County Administration and the County Board to use these funds.

Further assignments may be made by the County Board or the Administrator and Auditor acting together.

43. RESOLVED FURTHER, that the unspent balances of those Public Works projects that fall under agency 203000 Road Construction and 225000 June 2012 Storm/Public Works - County can be carried forward into the next calendar year.
44. RESOLVED FURTHER, the fund balance assigned for Local Levy Road & Bridge Construction (Fund 200, Object 311142) at the end of 2015 will be transferred into the Local Levy Road & Bridge Construction budget (Agency 203001, Object 652800) in 2016.
45. RESOLVED FURTHER, Minnesota Laws 1995, Chapter 47, authorizes the county to pool unorganized town road levies pursuant to Minn. Stat. §163.06 that the County Board, acting on behalf of unorganized townships for the purpose of furnishing road maintenance, adopts and certifies a levy of \$1,582,000 for the year 2016 to be levied only in such unorganized townships.
46. RESOLVED FURTHER, the fund balance restricted for Unorganized Town Roads (Fund 210, Object 311023) at the end of 2015 will be transferred into the Unorganized Town Road & Bridge Construction budget (Agency 210001, Object 652800) in 2016.
47. RESOLVED FURTHER, the fund balance restricted for Local Option Transportation Sales Tax (Fund 204, Object 311430) at the end of 2015 will be transferred into the Local Option Transit Sales Tax budget (Agency 204001, Object 652806) in 2016.

Land and Minerals Department

Fund Balance

48. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the Forfeited Tax Sale Fund Balance for year end 2015 will be as follows;

Committed – the committed fund balance classification includes amounts that can be used only for the specific purposes determined by formal action of the County Board. Formal Board action to commit fund balance must occur prior to year end, although the amount need not be determined at that time.

1. Retiree Obligations (vested) (eligible individuals at hourly rate time sick leave hours)
2. Vesting sick leave (eligible individuals at hourly rate times sick leave hours)

Assigned – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes but do not meet the criteria to be classified as restricted or committed. Assignments may be made by the County Board or by the Administrator and Auditor acting together.

49. RESOLVED FURTHER, that the auditor is authorized to bill the Land and Minerals Department (Fund 240) for 2016 services it will receive as follows:

| | |
|--|------------------|
| Legal services from the Attorney's Office | \$110,333 |
| Accounting services charges | 56,767 |
| Personnel services from the Human Resources | 79,396 |
| Purchasing services from the Purchasing Department | 17,937 |
| Rent | 70,031 |
| Dataprocessing | 150,822 |
| Telecommunications | 33,018 |
| Employee Training | 8,199 |
| Safety and Risk Management | 20,565 |
| Administration | 24,516 |
| TOTAL | \$571,584 |

CAPITAL PROJECTS FUNDS

Fund Balance

50. RESOLVED FURTHER, as required by GASB Statement 54, the priorities for the Capital Projects Fund, Fund Balance for year end 2015 will be as follows;

Assigned – the assigned fund balance classification includes amounts that are intended to be used by the County for specific purposes but do not meet the criteria to be classified as restricted or committed.

1. Depreciation Reserve/Leasehold Improvement (funded by rents charged to departments above the operating cost of the building). Use of funds will be approved by Administration and the County Board.

Further assignments may be made by the County Board or the Administrator and Auditor acting together.

51. RESOLVED FURTHER, that each Capital Projects Fund will have an appropriation which shall continue in force until the purpose for which it was made has been accomplished or abandoned. The purpose of a capital expenditure appropriation is abandoned if three years pass without a disbursement from or encumbrance of the appropriation, or earlier, at the discretion of the county administrator.
52. RESOLVED FURTHER, that at the end of 2016, any increase in net assets due from operations (net of revenues and expenditures) for each county-owned building will be transferred into Fund 402, (Depreciation Reserve/Leasehold Improvement Fund). These funds will be utilized to fund capital improvements to county facilities.
53. RESOLVED FURTHER, that Fund 405 is for Public Works capital building projects and any balance can be carried forward each year.
54. RESOLVED FURTHER, that Fund 407 is for Public Works capital equipment and any balance can be carried forward each year.

ENTERPRISE FUNDS

Environmental Services

55. RESOLVED FURTHER, that the auditor is authorized to bill the Environmental Services Department (Funds 600 and 616) for 2016 services it will receive as follows:

| | |
|--|-----------|
| Legal services from the Attorney's Office | \$ 70,233 |
| Accounting services from the Auditor's Office | 66,002 |
| Personnel services from the Human Resources Department | 64,274 |
| Purchasing services from the Purchasing Department | 13,066 |
| Rent | 33,393 |
| Dataprocessing | 100,548 |
| Telecommunications | 14,794 |
| Employee Training | 6,637 |
| Safety and Risk Management | 16,647 |
| Administration | 19,846 |
| | |
| TOTAL | \$405,440 |

PERMANENT FUNDS

Shoreline Sales

56. RESOLVED FURTHER, that a transfer of \$227,425 for the on-site wastewater program is authorized from the Shoreline Sales/Environmental Trust Fund (Fund 500, Agency 500001) for continued On-Site Wastewater operations (Fund 616, Agency 616001) and \$20,000 is authorized for potential professional services contract under the Voyageur Park Joint Powers Board (Fund 865, Agency 865001).

57. RESOLVED FURTHER, that a grant payment of \$18,600 to Midway Township from the Shoreline Sales/Environmental Trust Fund (Fund 500, Agency 500001) is authorized on January 1, 2016 to continue year seven of the ten year commitment.

58. RESOLVED FURTHER, that, the following budgeted transfers between funds be approved:

| From Object 697600 | To object 590100 | Purpose | Amount |
|--|--|---|---------------|
| 100-100001 Non-Departmental Revenue | 200-200122 Land Survey | Fund Corner Certificate Program | 340,000 |
| 100-100001 Non-Departmental Revenue | 400-400023 Capital Projects (unspecified) | County Program Aid | 1,577,963 |
| 100-128000 Property Management | 402-402001 Depreciation Reserve Fund | Portion of rent payments that fund leasehold improvements/ depreciation reserve | 435,248 |
| 204-204001 Local Option Transportation Sales Tax | 325-325001 Capital Improvement Bond 2015C | Annual bond payment | 3,506,429 |
| 200-205003 Public Works Non- Departmental Revenue | 407-407001 Public Works Equipment | Fund equipment purchases | 109,000 |
| 290-290001 Forest Resources | 100-109003 Plan & GIS Research | GIS Planning | 200,000 |
| 240-240002 Land and Minerals – Forfeited Tax | 178-178005 Community and Economic Development Blight Program | Forfeited Lands Blight Removal Program funding for 2016 | 600,000 |
| 500-500001 Shoreline Sales | 100-109010 General | Soil and Water Conservation District South | 40,000 |
| 500-500001 Shoreline Sales | 100-109011 General | Soil and Water Conservation District North | 40,000 |
| 500-500001 Shoreline Sales | 616-616001 Onsite WW Program | Fund On-Site Wastewater Program | 227,425 |
| 500-500001 Shoreline Sales | 100-103025 Midway Township Sewer | Grant to Midway Township | 18,600 |
| 740-740002 Health Insurance Admin | 100-126002 Health Education Wellness | To reimburse Health Education Wellness up to the \$248,029 | 248,029 |
| 740-740002 Health Insurance Admin | 100-123001 Human Resources | To reimburse Human Resources for staff time spent on the Health Insurance Fund | 70,000 |

59. RESOLVED FURTHER, that, the following budgeted transfers within funds be approved:

| From Object 697700 | To object 590500 | Purpose | Amount |
|---|--|--|---------------|
| 100-100001 Non-Departmental Revenue | 100-115099 Auditor | Reimburse for staff time spent on investments | 104,173 |
| 100-100001 Non-Departmental Revenue | 100-138001 Mine Inspector | Cover budget with projected current year mineral royalty payment | 277,609 |
| 100-113002 County Attorney | 150-150000 NEMESIS | NEMESIS fees | 17,250 |
| 100-121002 Technology Fund | 100-109003 Plan & GIS Research | GIS Planning | 100,000 |
| 100-121002 Technology Fund | 100-120001 Microfilm | Fund microfilm operating budget | 192,269 |
| 100-121003 Data Integration Fund | 100-109003 Plan & GIS Research | GIS Planning | 208,876 |
| 100-129003 Sheriff | 150-150000 NEMESIS | NEMESIS fees | 112,765 |
| 100-135001 Emergency Communications | 150-150000 NEMESIS | NEMESIS fees | 68,334 |
| 100-137002 Jail | 150-150000 NEMESIS | NEMESIS fees | 10,900 |
| 179-179001 Enhanced 9-1-1 | 150-150000 NEMESIS | NEMESIS fees | 2,300 |
| 600-607001 Environmental Services | 610-610001 Regional Landfill Trust | Financial assurance | 50,000 |

60. RESOLVED FURTHER, that the following transfers of actual personnel expense between departments be approved:

| From Department | To Department | Position(s) | Budgeted Amount |
|--|---|--|----------------------------|
| 100-108001 Community Development | 260-260999 CDBG | 1.0 FTE Community Development Manager, 2.0 FTE Planner II, 1.0 FTE Community Development Representative | \$306,690 |
| 100-113011 Attorney | 169-169001 Attorney Trust Account – Victim/Witness | .2 FTE Victim/Witness Investigator | \$15,678 |
| 100-115002 Auditor | 260-260999 CDBG | 1.0 FTE Accounting Technician | \$68,051 |
| 100-115007 Auditor | 600-600001 Environmental Services | 1.0 FTE Financial Analyst, 1.0 FTE Information Specialist II | \$127,087 |
| 100-115008 Auditor | 230-230033 Public Health & Human Services | 1.0 FTE Fiscal Manager | \$102,315 |
| 100-115013 Auditor | 100-129003 Sheriff | 1.0 FTE Financial Analyst | \$87,329 |

| | | | |
|-------------------------------------|---|---|-----------|
| 100-115014 Auditor | 200-200001 Public Works | 1.0 FTE Financial Analyst | \$90,014 |
| 100-117021 Information Technology | 100-121001 Recorder | 1.0 FTE Technical Services Analyst II | \$79,327 |
| 100-123002 Human Resources | 100-129003 Sheriff | .83 FTE Senior Human Resources Advisor | \$78,606 |
| 100-123003 Human Resources | 200-200001 Public Works | 1.0 FTE Senior Human Resources Advisor | \$68,418 |
| 100-123004 Human Resources | 230-230006 Public Health & Human Services | 1.0 FTE Senior Human Resources Advisor | \$99,148 |
| 100-123004 Human Resources | 230-230004 Public Health & Human Services | .5 FTE Information Specialist II | \$24,777 |
| 100-129012 Sheriff | 100-135001 Emergency Communications | 1.0 FTE Supervising Deputy Sheriff, .6 FTE Emergency Services Manager | \$177,258 |
| 100-136004 Radio Maintenance | 150-150004 NEMESIS | 1.0 FTE Electronic Systems Technician | \$70,277 |
| 100-139005 Safety & Risk Management | 730-730001 Workers Compensation | .5 FTE Safety and Risk Manager, 1.0 FTE Workers' Compensation Administrator, 2.0 FTE Information Specialist III, 1.0 FTE Workers' Compensation Case Coordinator | \$356,153 |
| 100-139007 Safety & Risk Management | 720-720002 Property Casualty Liability | 1.0 FTE Insurance & Claims Specialist | \$84,123 |
| 200-200010 Public Works | 100-128014 Property Management | 1.0 FTE Right of Way Agent | \$95,070 |
| 200-200123 Public Works | 240-241005 Land & Minerals | 2.0 Deputy County Surveyor | \$153,318 |

61. RESOLVED FURTHER, that, the following grants are adopted as part of this Resolution. The grant approval form is still required per the Grant Policy, including the required signatures specified on the grant approval form. Any change less than or equal to \$25,000 from the amount listed below must go on the quarterly budget resolution. Any change greater than \$25,000 must go back to the board as a separate resolution.

GENERAL FUND

10902-2016 Natural Resource Block Grant \$104,090

10910-2016 Aquatic Invasive Species Prev \$690,785

12901-2016 Violent Crime Enforcement Teams: Boundary Waters Drug Task Force Grant \$96,043

12917-2016 North Toward Zero Death Grant \$5,000

12919-2016 Federal Boat & Water Safety Enforcement Grant \$22,000

12921-2015 Snowmobile Safety Enforcement Grant \$13,000
12922-2016 South Toward Zero Death Grant \$36,000
12927-2015 Off-Highway Vehicle Enforcement Grant \$44,520
12931-2016 Homeland Security Operation Stonegarden Grant \$96,000
12936-2016 Federal Supplemental Boat & Water Grant \$8,500
13001-2016 State Boat & Water Safety Grant \$86,372
17303-2016 Emergency Shelter Grant Projects \$110,000
17304-2016 Emergency Shelter Grant Administration \$7,000

PUBLIC HEALTH & HUMAN SERVICES

23204-2015 Family Homeless Assistance \$344,594 7/1/15-6/30/17
23201-2015 Family Group Decision Making \$100,052 1/1/16-12/31/16
23209-2013 Safe Haven \$74,375 10/1/13-9/30/16
23212-2014 Minnesota Family Investment Program (MFIP) \$219,917 10/1/14-6/30/16 (Res 14-537)
23301-2016 CTC/Outreach Grant \$458,185 1/1/16-12/31/16
23303-2016 Maternal Child Health \$261,200 1/1/16-12/31/16
23304-2015 Statewide Health Improvement Program (SHIP) \$70,008 11/1/15-10/31/16
23304-2016 Statewide Health Improvement Program (SHIP) \$14,001 11/1/16-10/31/17
23314-2016 TANF – Home Visiting \$343,550 1/1/16-12/31/16
23302-2015 Women, Infant, Children (WIC) \$417,262 10/1/15-9/30/16
23302-2016 Women, Infant, Children (WIC) \$138,577 10/1/16-9/30/17
23321-2015 Infant/Child Early Home Visits \$46,875 10/01/15-09/30/16 (Res 15-495)
23321-2016 Infant/Child Early Home Visits \$15,625 10/01/16-09/30/17
23322-2015 Infant/Child Early Home Visits \$7,355 3/31/15-01/31/16 (Res 15-303)
23322-2016 Infant/Child Early Home Visits \$85,905 02/01/16-01/31/17
23601-2015 Public Health Preparedness \$51,152 7/1/15-6/30/16
23601-2016 Public Health Preparedness \$51,152 7/1/16-6/30/17
23326-2015 Accountable Community Health \$112,705 01/1/15-12/31/16 (Res 15-316)

CDBG/HOME

26001-2016 CDBG Projects \$1,400,000

26002-2016 CDBG Administration \$350,000

27001-2016 Home HUD Projects \$425,000

27002-2016 Home HUD Administration \$45,000

ENVIRONMENTAL SERVICES

61601-2016 Natural Resource Block Grant \$38,600

61602-2016 Forgivable Septic Loans (Natural Resource Block Grant) \$28,778

BOARD LETTER NO. 15 - 527

CENTRAL MANAGEMENT AND INTERGOVERNMENTAL COMMITTEE NO. 2

DECEMBER 15, 2015 BOARD AGENDA NO. 3

DATE: November 24, 2015 **RE:** Resolution Opposing
Extension of Disastrous
Trade Policies

FROM: Kevin Z. Gray
County Administrator

ACTION REQUESTED:

The St. Louis County Board is requested to approve a resolution in opposition to federal trade policies that are perceived as detrimental to residents and businesses in St. Louis County.

BACKGROUND:

During the discussion period provided at the end of the November 10, 2015 Committee of the Whole meeting, Commissioner Rukavina distributed a resolution proposed by Representative Jason Metsa. Commissioner Rukavina asked that the County Board be provided an opportunity to consider the resolution at a future Committee of the Whole meeting.

The resolution is attached. Commissioner Rukavina will provide the rationale for asking for St. Louis County Board approval and notification of its elected officials in the United States House of Representatives and the United States Senate of its opposition to these trade policies.

RECOMMENDATION:

Should Commissioners wish to approve the resolution offered by Commissioner Rukavina, it is attached for consideration.

Resolution Opposing Extension of Disastrous Trade Policies

BY COMMISSIONER _____

WHEREAS, U.S. trade deals for the past 25 years have been corporate-driven, incorporating rules that skew benefits to economic elites while requiring working families to bear the brunt of such policies; and

WHEREAS, The growing trade deficits, driven by the North American Free Trade Agreement (NAFTA), China's accession to the World Trade Organization, and the U.S.-Korea Free Trade Agreement, have displaced 700,000 jobs and 3.2 million jobs, and 75,000 jobs respectively; and

WHEREAS, U.S. employment in manufacturing dropped by 5 million from 2000 to 2015; and the St. Louis County unemployment rate is 4.6%; and

WHEREAS, The St. Louis County poverty rate is 16.4% which requires the expenditure of limited public funds to assist families in crisis; and

WHEREAS, Jobs lost due to trade devastate families and entire communities and can permanently reduce lifetime earnings for hundreds of thousands of workers; and

WHEREAS, The long decline of the American manufacturing base exacerbated by bad trade policies that reward outsourcing— has undermined our economic security and poses a direct threat to our national security; and

WHEREAS, The offshoring of manufacturing and service jobs deprives local and state governments of sorely needed revenues, jeopardizing the livelihoods of millions of public servants as well as construction workers whose jobs depend upon infrastructure building, repair and maintenance; and

WHEREAS, Under NAFTA-style trade rules, the U.S. annual trade deficit has increased dramatically from 70 billion in 1993, the year before NAFTA went into effect, to more than \$508 billion in 2014; and

WHEREAS, The disproportionate voice of powerful global corporations in the formation of U.S. "free trade" agreements has advanced an agenda that undermines the public interest and threatens democracy; and

WHEREAS, NAFTA and all but two of the U.S. trade deals that followed it include special legal rights for foreign investors, known as "investor-to-state dispute settlement" or ISDS, that allow foreign firms to bypass state and federal courts to challenge state and local laws, regulations, and administrative and judicial decisions in international tribunals; and

WHEREAS, The Trans-Pacific Partnership (TPP) includes provisions locking in monopoly protections for expensive specialty drugs called biologics and constrict the government's ability to limit spending on drugs, potentially increasing drug costs for the government and all Americans; and

WHEREAS, Foreign investors already have used NAFTA's ISDS provisions to challenge decisions regarding local building permits, state bans on toxic chemicals and decisions of state courts; and

WHEREAS, Promoting economic growth with equity in St. Louis County requires an approach that reforms the entire trade negotiation process to ensure that voices of workers, farmers, small businesses, families and communities are heard and their interests addressed; and

WHEREAS, The TPP has been negotiated in secret, effectively shutting state and local governments out of the process, limiting our ability to influence its rules to ensure the people of St. Louis County can participate in the benefits of trade; and

WHEREAS, Given the enactment of fast track trade negotiating authority, states, localities and their citizens will have no opportunity to correct shortcomings in the TPP since its text was not made public until it was final and no longer can be improved; and

WHEREAS, Repeating old mistakes in negotiating new trade agreements such as the TPP represents a missed opportunity to strengthen our economy, reduce income inequality and promote sustainable growth;

THEREFORE, BE IT RESOLVED, That the St. Louis County Board calls upon our elected officials in the U.S. Senate and U.S. House of Representatives to oppose the TPP and any similar trade deals if they fail to restructure the misguided and failed policies of the past.

RESOLVED FURTHER, That the St. Louis County Board calls upon our elected officials in the U.S. Senate and U.S. House of Representatives to support new trade deals such as the TPP only if they will:

- Exclude investor-to-state dispute settlement (ISDS) and other provisions that favor foreign companies over domestic ones and undermine public choices;
- Ensure that countries cannot undercut U.S. based producers with weaker labor and environmental laws and enforcement;
- Ensure that the U.S. will engage in robust enforcement of trade rules, including labor and environmental rules;
- Include strong rule of origin to promote economic growth and job creation in the U.S.;
- Promote high standards of protection for workplaces, products, and natural resources rather than promoting a race to the bottom; and
- Put the interests of people and the planet over the interests of private profit.