



Board of Commissioners

Fran Miron, District 1
Stan Karwoski, Chair, District 2
Gary Kriesel, District 3
Wayne A. Johnson, District 4
Lisa Weik, District 5

BOARD AGENDA March 26, 2019 - 9:00 AM

1. 9:00 **Roll Call**
Pledge of Allegiance
2. 9:00 **Comments from the Public**
Visitors may share their comments or concerns on any issue that is a responsibility or function of Washington County Government, whether or not the issue is listed on this agenda. Persons who wish to address the Board must fill out a comment card before the meeting begins and give it to the County Board Clerk or the County Administrator. The County Board Chair will ask you to come to the podium, state your name and city of residence, and present your comments. Your comments must be addressed exclusively to the Board Chair and the full Board of Commissioners. Comments addressed to individual Board members will not be allowed. You are encouraged to limit your presentation to no more than five minutes. The Board Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of Washington County's Responsibilities
3. 9:10 **Consent Calendar - Roll Call Vote**
Consent Calendar items are generally defined as items of routine business, not requiring discussion, and approved in one vote. Commissioners may elect to pull a Consent Calendar item(s) for discussion and/or separate action.
 - A. Approval of the March 12, 2019, County Board meeting minutes.
 - B. Approval of revised County Policies #2105 - Finance Committee, and #2107 - Internal Audit Policy.
 - C. Approval to submit an application to the Minnesota Department of Human Services in response to a request for proposal to develop Community Living Infrastructure throughout Minnesota.
 - D. Approve a joint powers agreement with the City of Oak Park Heights, Minnesota, to provide fuel to the city for law enforcement services and authorize its execution pursuant to Minn Stat. 373.02.
 - E. Approve a cooperative agreement, pursuant to Minnesota Statutes 373.02, with the City of Minneapolis, Minnesota, to provide law enforcement April 1, 2019 through April 9, 2019 for the NCAA Men's Basketball Tournament.
 - F. Approval of a five-year tower license agreement between the Washington County Sheriff's Office and Mobile Radio Engineering (MRE) to allow MRE to rent space on the Sheriff's Office Somerset Tower for their private radio system.
4. 9:10 **Administration** - Amanda Hollis, Senior Planner
 - A. Adopt a resolution for the 2020 Census Partnership in honor of the State of Minnesota's One Year Out 'til Census Day kickoff in April 2019 and commitment to a complete and accurate count of all persons within the county during the 2020 Census.
5. 9:15 **Community Services** - Sarah Amundson, Children's Division Manager
 - A. Adopt a resolution to endorse the President of the United States' proclamation that April 2019 is Child Abuse and Neglect Prevention Month.
 - B. Presentation of the 2018 Annual Report of the Washington County Child Protection Citizen Review Panel.



6. 9:30 **Public Works** - Wayne Sandberg, Public Works Deputy Director/County Engineer (items 6A-6B); Erik Jalowitz, Building Services Capital Projects Manager (item 6C)
 - A. Award the bid and adopt a Resolution to sell an interest in land not needed as part of the Washington County Public Works South Shop Campus in the City of Woodbury. PID 25.028.21.23.0001.
 - B. Approve Amendment to lease agreement between Washington County and Novak's Orchard LLC dated October 31, 2018.
 - C. Approval of change orders #1 in the amount of a \$309,910.83 reduction and #2 in the amount of a \$16,350.34 increase to Contract 12237 with Kraus-Anderson Construction for work on the Stillwater License Center project.
7. 9:45 **General Administration** - Molly O'Rourke, County Administrator
 - A. Legislative Update
8. 9:55 **Commissioner Reports - Comments - Questions**

This period of time shall be used by the Commissioners to report to the full Board on committee activities, make comments on matters of interest and information, or raise questions to the staff. This action is not intended to result in substantive board action during this time. Any action necessary because of discussion will be scheduled for a future board meeting.
9. **Board Correspondence**
10. 10:10 **Adjourn**
11. 10:15-11:15 **Board Workshops with Administration** - Kevin Corbid, Deputy County Administrator
 - A. Discuss 2020 budget development, guidelines and principles.
 - B. Review county legislative issues

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
WASHINGTON COUNTY, MINNESOTA
MARCH 12, 2019**

The Washington County Board of Commissioners met in regular session at 9:00 a.m. in the Washington County Government Center, County Board Room.

Present: Commissioner Lisa Weik, District 5
Commissioner Gary Kriesel, District 3
Commissioner Stan Karwoski, District 2
Commissioner Wayne Johnson, District 4
Commissioner Fran Miron, District 1

Also Present: Molly O'Rourke, County Administrator
George Kuprian, County Attorney Division Chief
Stephanie Kammerud, Board Clerk

The Board recited the Pledge of Allegiance.

COMMENTS FROM THE PUBLIC

Board Chair Karwoski asked for comments from the public; none were heard.

CONSENT CALENDAR

Commissioner Kriesel moved, seconded by Commissioner Miron, to adopt the following Consent Calendar:

1. Approval of the February 26, 2019, County Board meeting minutes.
2. Approval of an application for renewal of an On-Sale and Sunday liquor license for 12169 Keystone Avenue, LLC, located in May Township.
3. Approval of a Memorandum of Agreement between the Metropolitan Airports Commission (MAC) and Washington County for the County State Aid Highway (CSAH) 15 and 14 realignment project.
4. Approval of Contract No. 12391 between Washington County and Viking Automatic Sprinkler Company for fire alarm monitoring services for the annual amount of \$7,125.
5. Authorization to apply for a \$2,200 grant to be issued by North Star Grant Program for the purchase of Nordic rocks cross-country skis for rental and program purposes at Lake Elmo Park Reserve.
6. Approval of Contract Amendment No. 2 with Collins Electrical Construction Company, in the amount not to exceed \$175,000 for facility electrical services.

7. Approval of an application for federal assistance from the Office of National Drug Control Policy for federal grant funding in the High Intensity Drug Trafficking Areas (HIDTA) program.

The motion was adopted 5-0 with a Roll Call vote as follows: Ayes, Commissioners Weik, Kriesel, Johnson, Miron, and Karwoski. Nays, none.

PUBLIC WORKS

County State Aid Highway (CSAH) 13 and CSAH 22 Intersection Improvement Project

Commissioner Johnson moved to award the bid to and authorize execution of Contract No. 12371 in the amount of \$3,427,727.40 with North Pine Aggregate for the CSAH 13 and CSAH 22 intersection improvement project. Commissioner Weik seconded the motion and it was adopted unanimously.

Commissioner Johnson moved to approve Cooperative Agreements No. 12268 for maintenance and 12269 for cost share, between the City of Cottage Grove and Washington County for the CSAH 13 and CSAH 22 intersection improvement project. Commissioner Miron seconded the motion and it was adopted unanimously.

County State Aid Highway (CSAH) 21 Culvert Replacement Project

Commissioner Kriesel moved to award the bid to and authorize execution of Contract No. 12367 in the amount of \$260,427.45 with Alcon Excavating, Inc. for the CSAH 21 (Stagecoach Trail) culvert replacement project. Commissioner Miron seconded the motion and it was adopted unanimously.

Road Crack Sealing Project

Commissioner Kriesel moved to award the bid to and authorize execution of Contract No. 12366 in the amount of \$199,650 with Asphalt Surface Technologies Corporation for 2019 road crack sealing. Commissioner Weik seconded the motion and it was adopted unanimously.

Commissioner Kriesel moved to approve Cooperative Agreement No. 12240 between the Town of Baytown and Washington County for crack sealing. Commissioner Miron seconded the motion and it was adopted unanimously.

GENERAL ADMINISTRATION

Legislative Update

County Administrator Molly O'Rourke presented the County Board with a letter drafted to the Washington County legislative delegation expressing the county's support for the legislative bills

and Governor's recommendation to increase County Program Aid by approximately \$30 million. Based on the current law amount and formula, Washington County is projected to lose nearly \$143,000 in County Program Aid in 2020. If the new \$30 million is approved, the county is projected to receive an increase of more than \$1.1 million as compared to our 2019 County Program Aid allocation.

Commissioner Miron moved to approve sending the letter to the legislative delegation. Commissioner Johnson seconded the motion and it was adopted unanimously.

COMMISSIONER REPORTS

Commissioners reported on meetings and other events that they attended. Please see archived web streaming of the board meeting for full commissioner reports at www.co.washington.mn.us, under "County Board."

BOARD CORRESPONDENCE

Board correspondence was received and placed on file.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Kriesel moved to adjourn, seconded by Commissioner Weik, and it was adopted unanimously. The County Board meeting adjourned at 10:01 a.m.

BOARD WORKSHOP – PROPERTY RECORDS AND TAXPAYER SERVICES

The Board met in workshop session to review assessment year 2019 and 2020 property valuations. Present for the workshop were Commissioners Miron, Karwoski, Johnson, Kriesel, and Weik. Also present were Molly O'Rourke, Kevin Corbid, outside agencies, and county staff.

BOARD WORKSHOP – COMMUNITY SERVICES

The Board met in workshop session for information on local and regional work for unsheltered homelessness and request a County Commissioner sit on the Metro Unsheltered Public Sector Leadership Group. Present for the workshop were Commissioners Miron, Karwoski, Johnson, Kriesel, and Weik. Also present were Molly O'Rourke, Kevin Corbid, outside agencies, and county staff.

BOARD WORKSHOP – ADMINISTRATION

The Board met in workshop session to review county legislative issues. Present for the workshop were Commissioners Miron, Karwoski, Johnson, Kriesel, and Weik. Also present were Molly O'Rourke, Kevin Corbid, and county staff.

Attest:

Molly O'Rourke
County Administrator

Stan Karwoski
County Board Chair



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
3.B.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Accounting and Finance	REQUESTOR: Jill Zenzola, Financial Analyst I	REQUESTOR PHONE: 651-430-6048
PRESENTER(S): Tabatha Hansen	MEDIA CONTACT: Tabatha Hansen 651-430-6027	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of revised County Policies #2105 - Finance Committee, and #2107 - Internal Audit Policy.		
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? No	ESTIMATED DURATION: Choose Minutes minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: The following policies have been updated and established to reflect best practices and industry standards. The changes are highlighted below. Policy #2105 - Finance Committee - Added ex officio for Internal Auditor Policy #2107 - Internal Audit Policy - Essential job functions requires Internal Auditor to have access to all data - Allow Internal Auditor to perform agreed upon engagements outside of the annual audit plan The policies were reviewed by the Finance Committee on March 19, 2019 and recommended for approval.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED? Finance Committee reviewed and recommended approval of policies on 3/19/19.		

Budget Impact

YEAR: 2019	UNBUDGETED AMOUNT: \$ 0
FUNDING DESCRIPTION: N/A	

Approvals

Tabatha Hansen, Accounting & Finance Director	3/11/2019
George Kuprian, Attorney	3/11/2019
Molly O'Rourke, County Administrator	3/20/2019

FINANCE COMMITTEE

Policy

The county maintains a Finance Committee to oversee financial planning for the county.

Guidelines

- A. The Finance Committee consists of the following six (6) members:
1. County Commissioners (2 members)
 2. County Administrator
 3. Auditor/Treasurer
 4. Accounting and Finance Director
 5. Internal Auditor (ex officio non voting member)
- B. At its first annual meeting, the Finance Committee will select a chairperson for a one-year term.

Responsibility

- A. The Finance Committee has the responsibility to:
1. Oversee organizational financial planning and fiscal condition.
 2. Review and recommend fiscal policies.
 3. Review and recommend debt issuance.
 4. Analyze and evaluate financial needs.
 5. Ensure that financial studies as directed by the County Board are performed.
 6. Recommend financial solutions to the Board.
 7. Oversee implementation of County Board financial decisions.
 8. Review and make recommendations on requests from other local governmental units for tax abatements, pledges of the county's general obligation, and loans.
 9. Review tax abatement appeals denied by the Property Records and Taxpayer Services Department.
- B. The committee will operate in accordance with operating procedures established by the County Board.
- C. Meetings are scheduled as necessary, as called by the Committee Chair.

Source

County Board Resolutions #85-62, July 16, 1985; and #94-91, May 24, 1994
County Board actions on September 4, 1979, November 25, 1980, April 3, 2001,
July 26, 2005
Replaces county Policy #2003
County Board action December 8, 2009

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July 26, 2005
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INTERNAL AUDIT POLICY

Policy

The county will maintain a system of internal controls that safeguards its financial and physical assets and ensures efficient fiscal operations. The Internal Auditor will operate within the frameworks and, in accordance with the basic principles established of by the Institute of Internal Auditor's Standards.

The essential job functions of the Internal Auditor requires the position to have access to all data including that classified as not public under the Government Data Practices Act. Therefore, the Internal Auditor is authorized full, free, and unrestricted access to any and all of the county's data, records, physical properties, and personnel pertinent to carrying out any audit engagement. All employees are required to assist the internal auditor activity in fulfilling its roles and responsibilities. The internal auditor activity will also have free and unrestricted access to the County Board and elected county officials.

A. Definition

Internal auditing is an independent, objective assurances and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

Guidelines

A. The internal audit function performs financial and compliance audits to:

1. Ensure that financial commitments and disbursements comply with county policy, federal and state regulations and generally accepted accounting principles (GAAP);
2. Determine and demonstrate compliance with finance-related legal and contractual provisions; and
3. At the discretion of Accounting and Finance and County Administration, the Internal Auditor may perform agreed upon engagements outside of the annual audit plan. Verify that the county's financial reports are presented fairly and with full disclosure in conformity with generally accepted accounting principles.

- B. At the discretion of the Audit Committee, the county may perform financial, efficiency and/or special audits necessary to investigate or preclude fraud, abuse, misuse or inappropriate disposition of the county's financial or physical assets.
- C. The county studies, evaluates and tests internal controls and reports weaknesses to the Audit Committee.

Responsibility

- A. The Audit Committee oversees the internal audit function.
- B. The Internal Auditor is responsible for implementing this policy.

Source

County Board action on May 7, 1991; July 26, 2005; January 3, 2006
Replaces county Policy #1026.

Responsibility

~~A. The Audit Committee oversees the internal audit function.~~

~~B. The Internal Auditor is responsible for implementing this policy.~~

Source

~~County Board action on May 7, 1991; July 26, 2005; January 3, 2006
Replaces county Policy #1026.~~

INTERNAL AUDIT POLICY

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The county will maintain a system of internal controls that safeguards its financial and physical assets and ensures efficient fiscal operations. The Internal Auditor will operate within the frameworks and principles established by the Institute of Internal Auditor's Standards.

The essential job functions of the Internal Auditor requires the position to have access to all data including that classified as not public under the Government Data Practices Act. Therefore, the Internal Auditor is authorized full, free, and unrestricted access to any and all of the county's data, records, physical properties, and personnel pertinent to carrying out any audit engagement. All employees are required to assist the internal auditor in fulfilling its roles and responsibilities. The internal auditor will also have free and unrestricted access to the County Board and elected county officials.

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1. Ensure that financial commitments and disbursements comply with county policy, federal and state regulations and generally accepted accounting principles (GAAP);
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3. At the discretion of Accounting and Finance and County Administration, the Internal Auditor may perform agreed upon engagements outside of the annual audit plan.

- B. At the discretion of the Audit Committee, the county may perform financial, efficiency and/or special audits necessary to investigate or preclude fraud, abuse, misuse or inappropriate disposition of the county's financial or physical assets.
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Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
3.C.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Community Services	REQUESTOR: Jacob Wasmund, Submitter	REQUESTOR PHONE:
PRESENTER(S):	MEDIA CONTACT: Sarah Tripple, 651-430-6480 651-430-6480	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval to submit an application to the Minnesota Department of Human Services in response to a request for proposal to develop Community Living Infrastructure throughout Minnesota.		
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? No	ESTIMATED DURATION: Choose Minutes minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
<p>BACKGROUND/JUSTIFICATION: Washington County Community Services is requesting Board approval to submit an application to the Department of Human Services (DHS) in response to their request for proposals to develop community living infrastructure throughout the state. The period of this grant is 7/1/2019 - 6/30/2021.</p> <p>Activities to be proposed by Community Services as part of their application include increasing the capacity to provide outreach to individuals experiencing homelessness and supporting, monitoring and administering the State's Housing Support program. This program provides financial resources and supportive services to allow individuals with disabilities to live independently within their community.</p> <p>The Housing Support program has traditionally been used at site based group settings and is now being utilized more often in scattered site settings where individuals are able to utilize the program to live in individual sites in the community and receive supportive services while there.</p> <p>There is no local match required for this grant. Many of the activities that are included in this grant application are required tasks for staff in Community Services and were not funded by the state. This grant is to assist counties with these unfunded mandated administrative tasks, so if the funding ends, we will still be required to do this work. There are two additional positions that are not mandated and would not be required to continue if the grant funding ends.</p> <p>Community Services recommends submitting an application for approximately \$613,200 covering the period of 7/1/2019 - 06/30/2021.</p>		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED?		

On 7/03/2018 the Washington County Board approved the Community Living Infrastructure grant contact between Community Services and DHS in the amount of \$185,447. This contract covered the period of 6/1/2018-6/30/2019 (13 months).

Budget Impact

YEAR:	UNBUDGETED AMOUNT: \$
FUNDING DESCRIPTION:	

Approvals

Chris Sorensen, Community Services Director	3/18/2019
George Kuprian, Attorney	3/19/2019
Molly O'Rourke, County Administrator	3/21/2019



GRANT APPLICATION REQUEST FORM

New Grant Renewal Extension

DEPARTMENT INFORMATION

Department/Division: Community Services

Primary Contact/Extension: Sarah Tripple 6480

GRANT INFORMATION

Name of Grant: Community Living Infrastructure

Sponsoring Agency: Department of Human Services

Grant Amount: \$613,200 Grant Period: 7/1/2019 – 06/30/2021 CFDA #: [Click here to enter text.](#)

Purpose: To support the needs of people with disabilities and housing instability who want to live in the community.

Restrictions: None

How will grant funds be received? Reimbursement Payment in advance

BUDGET INFORMATION

Mandated: NO YES

If YES, list source and level required: [Click here to enter text.](#)

County match required? NO YES - Amount [Click here to enter text.](#)

Are matching funds budgeted? NO YES - Source [Click here to enter text.](#)

If NO, explain how funded: Activities will be entirely funded through the grant as well as other grant funds if received.

Will the grant result in additional FTE/Space/Technology/Equipment needs? NO YES

If YES, explain (include funding source): Grant proposal is requesting an additional social worker FTE and eligibility specialist FTE. Both will require a laptop.

Address issues concerning the need for and provisions (including staff time) for ongoing funding after funding period expires: The funding for this grant is in the base budget allocation for the Department of Human Services. There is currently only 1 FTE funded through this grant. There is high likelihood that Washington County will receive funding through this grant to continue this position. If only partial funding is received, then the budget and the request for new staff will be re-visited to fit within the amount that is allocated.

Office of Administration use only:

GRANT AUTHORIZATION Approved Not Approved

County Administrator Signature: _____

Date: _____

OR

County Board Approval (Board Meeting Date): _____

Contract #: Grant Receipt _____ Grant Expenditure _____ *(complete when assigned)*



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
3.D.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Sheriff	REQUESTOR: Ronda Anderson, Senior Financial Technician	REQUESTOR PHONE:
PRESENTER(S):	MEDIA CONTACT: Dan Starry	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approve a joint powers agreement with the City of Oak Park Heights, Minnesota, to provide fuel to the city for law enforcement services and authorize its execution pursuant to Minn Stat. 373.02.		
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes	ESTIMATED DURATION: Choose Minutes minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: The Washington County Sheriff's Office has entered into a Minnesota State Fuel Contract for the 2019 Fixed Fuel Program for Metro participants. The City of Oak Park Heights is in need of procuring 87 octane gasoline to operate its squad cars and SUV's to provide law enforcement services. The Washington County Sheriff's Office will provide up to 750 gallons of gasoline per month to the City of Oak Park Heights for \$1.6836 per gallon plus applicable taxes. Any gallons after the 750 gallons per month will be charged at an amount that is based on the amount charged to Washington County by Mansfield Oil. The term of this contract is February 1, 2019 through January 31, 2020.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED? Previous contract approved by County Board on February 27, 2018.		

Budget Impact

YEAR: 2019	UNBUDGETED AMOUNT: \$ 0
FUNDING DESCRIPTION: Miscellaneous Revenue	

Approvals

Dan Starry, County Sheriff	3/13/2019
George Kuprian, Attorney	3/14/2019
Molly O'Rourke, County Administrator	3/20/2019



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
3.E.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Sheriff	REQUESTOR: Ronda Anderson, Senior Financial Technician	REQUESTOR PHONE:
PRESENTER(S):	MEDIA CONTACT: Dan Starry	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approve a cooperative agreement, pursuant to Minnesota Statutes 373.02, with the City of Minneapolis, Minnesota, to provide law enforcement April 1, 2019 through April 9, 2019 for the NCAA Men's Basketball Tournament.		
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes	ESTIMATED DURATION: Choose Minutes minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: The Washington County Sheriff's Office is requesting County Board approval to enter into an agreement with the City of Minneapolis to provide Law Enforcement assistance during the NCAA Men's Final Four Basketball Tournament held April 1, 2019 through April 9, 2019. This event will bring a large amount of people to the Minneapolis Downtown area. The Minneapolis Police Department has requested assistance from Law Enforcement agencies from around the state to help provide security at a number of venues during this week long event. Washington County Sheriff's Office personnel will work alongside the Minneapolis Police Department and other law enforcement agencies from throughout the state to help ensure the event is a safe one for all who attend. Washington County will be reimbursed for hours worked.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED?		

Budget Impact

YEAR: 2019	UNBUDGETED AMOUNT: \$ tbd
FUNDING DESCRIPTION: Fees for contracted services	

Approvals

Dan Starry, County Sheriff	3/12/2019
George Kuprian, Attorney	3/14/2019
Molly O'Rourke, County Administrator	3/20/2019



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
3.F.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Sheriff	REQUESTOR: Ronda Anderson, Senior Financial Technician	REQUESTOR PHONE:
PRESENTER(S):	MEDIA CONTACT: Dan Starry	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of a five-year tower license agreement between the Washington County Sheriff's Office and Mobile Radio Engineering (MRE) to allow MRE to rent space on the Sheriff's Office Somerset Tower for their private radio system.		
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes	ESTIMATED DURATION: Choose Minutes minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: Mobile Radio Engineering (MRE) is requesting to rent space on the 350 foot Somerset Tower, owned by Washington County which currently has no other tenants. Mobile Radio Engineering (MRE) will be installing a UHF band radio site on the tower for their private radio network. Studies have shown no negative technological or tower loading impacts. MRE will be installing their equipment in the old radio shelter at this site, which is currently vacant. The license fee will be \$900 a month (8 months of rental revenue captured from MRE in 2019). The license fee will increase each year on January 1 to an amount equal to 102% of the preceding years license fee.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED?		

Budget Impact

YEAR: 2019	UNBUDGETED AMOUNT: \$ 7,200
FUNDING DESCRIPTION: Rent revenue from Mobile Radio Engineering (MRE)	

Approvals

Dan Starry, County Sheriff	3/14/2019
George Kuprian, Attorney	3/19/2019
Molly O'Rourke, County Administrator	3/20/2019



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
4.A.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Stephanie Kammerud, Admin Assistant	REQUESTOR PHONE: 651-430-6014
PRESENTER(S): Amanda Hollis, Senior Planner	MEDIA CONTACT: Yvonne Klinnert 651-430-6026	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Adopt a resolution for the 2020 Census Partnership in honor of the State of Minnesota's One Year Out 'til Census Day kickoff in April 2019 and commitment to a complete and accurate count of all persons within the county during the 2020 Census.		
AGENDA YOU ARE REQUESTING TIME ON: Board	ARE YOU SEEKING APPROVAL OF A CONTRACT? No	ESTIMATED DURATION: 10 minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: The launch date for the 2020 Census is April 1, 2020. On April 1, 2019 we will be one year away from the official start date. The U.S. Census Bureau is required by the U.S. Constitution to conduct a count of the population. The Census information is used to allocate federal and state funding to communities, and census data determines how many seats each state will have in the U.S. House of Representatives and is necessary for the accurate and fair redistricting of state legislative seats, county and city council seats, and other voting districts. The information collected by the Census is confidential and protected by law. The State of Minnesota will be holding an event on April 1, 2019 to kick off the final year leading up the census and has asked local governments to pass resolutions committing to a partnership to ensure all persons within the county and State of Minnesota are counted. The Office of Administration recommends the Washington County Board of Commissioners adopts the resolution.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED?		

Budget Impact

YEAR: 2019	UNBUDGETED AMOUNT: \$ 0
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FUNDING DESCRIPTION:

Approvals

Kevin Corbid, Deputy Administrator	3/19/2019
George Kuprian, Attorney	3/20/2019
Molly O'Rourke, County Administrator	3/20/2019

DATE March 26, 2019
MOTION _____
BY COMMISSIONER _____

DEPARTMENT Administration
SECONDED BY _____
COMMISSIONER _____

2020 CENSUS PARTNERSHIP RESOLUTION

WHEREAS, the U.S. Census Bureau is required by the U.S. Constitution to conduct a count of the population and provides a historic opportunity to help shape the foundation of our society and play an active role in American democracy; and

WHEREAS, Washington County is committed to ensuring every resident is counted; and

WHEREAS, federal and state funding is allocated to communities, and decisions are made on matters of national and local importance based, in part, on census data; and

WHEREAS, census data helps determine how many seats each state will have in the U.S. House of Representatives and is necessary for the accurate and fair redistricting of state legislative seats, county and city council districts and other voting districts; and

WHEREAS, the information collected by the census is confidential and protected by law; and

WHEREAS, the county is committed to partnering with the U.S. Census Bureau and the State of Minnesota and will support the goals for the 2020 Census and will disseminate the 2020 Census information, including encouraging all county residents to participate in the 2020 Census and strive to achieve a complete and accurate count of all persons within the county border.

NOW, THEREFORE, BE IT RESOLVED that the Washington County Board of Commissioners adopts this 2020 Census partnership resolution in honor of the State of Minnesota’s One Year Out ‘til Census Day kickoff on April 1, 2019.

ATTEST:

COUNTY ADMINISTRATOR

COUNTY BOARD CHAIR

**MIRON
KARWOSKI
KRIESEL
JOHNSON
WEIK**

	YES	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
5.A.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Community Services	REQUESTOR: Rebecca Conroy, Community Services Policy Analyst	REQUESTOR PHONE:
PRESENTER(S): Sarah Amundson	MEDIA CONTACT: Sarah Amundson, 651-430-6597	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Adopt a resolution to endorse the President of the United States' proclamation that April 2019 is Child Abuse and Neglect Prevention Month.		
AGENDA YOU ARE REQUESTING TIME ON: Board	ARE YOU SEEKING APPROVAL OF A CONTRACT? No	ESTIMATED DURATION: 5 minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
<p>BACKGROUND/JUSTIFICATION:</p> <p>Each year in April, the President of the United States issues a proclamation to announce National Child Abuse Prevention Month. States and local governments are encouraged to support such proclamations to encourage public awareness of child abuse and neglect, recommit state and local resources to the cause, and promote community involvement through state and local activities.</p> <p>National Child Abuse Prevention Month is a time to acknowledge the importance of families and communities working together to prevent child abuse and neglect, and to promote the social and emotional well-being of children and families. During the month of April, and throughout the year, Washington County encourages all individuals and organizations to play a role in making Washington County a better place for children and families. By ensuring that parents have the knowledge, skills, and resources they need to care for their children, we can help prevent child abuse and neglect by creating strong and thriving children, youth, and families in our communities.</p> <p>Research shows that protective factors are present in healthy families. Promoting these factors is among the most effective ways to reduce the risk of child abuse and neglect. The factors are:</p> <ul style="list-style-type: none"> · Nurturing and attachment · Knowledge of parenting and of child and youth development · Parental resilience · Social connections · Concrete supports for parents · Social and emotional competence of children <p>The Washington County Board of Commissioners endorses the observance of National Child Abuse Prevention during April 2019 and thanks and honors all of its employees who work every day to help parents and families counter the problem of child maltreatment and abuse. We also use this</p>		

opportunity to urge all citizens of Washington County to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families.

PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED?

Budget Impact

YEAR:	UNBUDGETED AMOUNT: \$
FUNDING DESCRIPTION:	

Approvals

Chris Sorensen, Community Services Director	3/18/2019
George Kuprian, Attorney	3/19/2019
Molly O'Rourke, County Administrator	3/20/2019

BOARD OF COUNTY COMMISSIONERS
WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. _____

DATE _____
MOTION _____
BY COMMISSIONER _____

DEPARTMENT _____
SECONDED BY _____
COMMISSIONER _____

Endorsing April, 2019 as
Child Abuse and Neglect Prevention Month in Washington County

WHEREAS, child abuse and neglect is a complex and ongoing problem in our society, affecting many children in Washington County; and

WHEREAS, our children are our most valuable resources and will shape the future of Washington County; and

WHEREAS, child abuse can have long-term psychological, emotional, and physical effects that have lasting consequences for victims of abuse; and

WHEREAS, protective factors are conditions that reduce or eliminate risk and promote the social, emotional, and developmental well-being of children;

WHEREAS, Washington County has dedicated individuals and organizations who work daily to counter the problem of child maltreatment and to help parents obtain the assistance they need; and

WHEREAS, effective child abuse prevention activities succeed because of the partnerships created between child welfare, education, health, community- and faith-based organizations, and businesses and law enforcement agencies; and

WHEREAS, communities must make every effort to promote programs and activities that create strong and thriving children and families;

WHEREAS, we acknowledge that we must work together as a community to increase awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, nurturing environment.

WHEREAS, Prevention remains the best defense for our children and families;

NOW, THEREFORE, BE IT RESOVED, that the Washington County Board of Commissioners hereby endorses the President of the United States’ proclamation that the month of April 2019, to be the CHILD ABUSE AND NEGLECT PREVENTION MONTH in Washington County and urge all citizens to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families.

ATTEST:

COUNTY ADMINISTRATOR

COUNTY BOARD CHAIR

MIRON
KARWOSKI
KRIESEL
JOHNSON
WEIK

	YES	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
5.B.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Community Services	REQUESTOR: Rebecca Conroy, Community Services Policy Analyst	REQUESTOR PHONE:
PRESENTER(S): Sarh Amundson, Children's Division Manager, Jan Hayne, Citizen Review Panel Chair	MEDIA CONTACT: Sarah Amundson, 651-430-6597	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Presentation of the 2018 Annual Report of the Washington County Child Protection Citizen Review Panel.		
AGENDA YOU ARE REQUESTING TIME ON: Board	ARE YOU SEEKING APPROVAL OF A CONTRACT? No	ESTIMATED DURATION: 10 minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: The State of Minnesota has a federal mandate to operate citizen review panels (CRP) for child protection. Counties are not mandated, but encouraged to participate in a CRP. There are five other Minnesota counties, in addition to Washington County, that host a CRP. The mission of the CRP is "Citizens partnering with child protection services, advocating to keep children safe." Each year, an annual report is compiled to highlight activities and projects that the CRP has completed over the past year.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED? The Citizen Review Panel has provided the County Board with an annual report of their activities since 2000.		

Budget Impact

YEAR:	UNBUDGETED AMOUNT: \$
FUNDING DESCRIPTION:	

Approvals

Chris Sorensen, Community Services Director	3/18/2019
George Kuprian, Attorney	3/19/2019
Molly O'Rourke, County Administrator	3/20/2019

Washington County Citizen Review Panel for Child Protection 2018 ANNUAL COMMITTEE REPORT

Submitted by the Following Panel Members (listed in alphabetical order):

Amy Berge	Jan Hayne (chairperson)
Teri Bottum	Dawn Hyland
Jennifer Daily *	Michael Laughton
Gracie George	LaJuan McIntyre
Key-C Green	

Mission Statement: Citizens partnering with child protection services, advocating to keep children safe.

Meetings

In general, our monthly meetings were held on the third Tuesday of the month from 5:00 pm to 6:30 pm at the Washington County Service Center in Woodbury. We did not meet in April (excessive conflicts/limited attendance) or in July (our summer break). In November we met on the fourth Tuesday to accommodate Thanksgiving holiday conflicts. Several panel members attended additional meetings to represent the panel in other venues.

Overview

In 2018, we added two new members to the panel and lost four current members (1-term limit, 2-other commitment conflicts, *1-EOY health issue) bringing our total to 8 active panel members at the end of the year. We will be recruiting in the new year, looking for people with background/experience in: child protection, social services, legal, teacher/educator, and/or sexual health, and keeping in mind gender and ethnic diversity.

ACTIVITIES

Reconsiderations

The panel members assisted with 7 child maltreatment reconsiderations for the County in 2018.

Presentations

1. January 2018 - Chris Murphy (CP Intake Supervisor) and Rorie Anders (Social Worker Intern) presented a final overview of the 2017 project and its findings. The CRP had a good discussion on a number of topics raised by the project, including the kinship worker's role, innovations in assisting clients with transportation (Uber gift cards), how the screening guidelines operate, how interstate compact placements occur, and how quality assurance reviews happen (with an older and a newer worker reviewing 7+ cases to identify gaps and share skills that engage families through an in-depth review of 18 items). The CRP might invite a kinship worker to a meeting in the future. We are one of the few counties with a kinship worker. In Washington County, we had a 50%+ rate of placement with relatives in 2017, higher than the State average of closer to 30%.
Note: The rate of kinship placement in Washington County increased to almost 70% in 2018.
2. In June 2018, MN Department of Human Services Division Director, Jamie Sorenson, spoke to the CRP about the big picture issues in child protection. The system needs improvement, but is filled with talented workers who have heart. Minnesota is #5 in child well-being for some children. The main risk factors for families stem from mental health, substance abuse, having 5+ children, disabilities, and lack of transportation. Mr. Sorenson personally reviews all child maltreatment fatality cases. There were 22 fatalities in 2016, 4 with previous child protection involvement and

18 who were the first time in the child protection system, although they may have had contacts with the education system, health care system, or economic support system.

Since the Governor's Task Force, there has been a focus on child safety and a shift from wellness, permanency, early development, adverse childhood experiences (ACES), and what families need to stay intact. Some of the Governor's Task Force recommendations are unimplemented because of lack of funding.

There is still some uncertainty surrounding the new federal Families First legislation, including what programs will qualify for reimbursement funding through the new federal clearinghouse. Programs that are studied and proven may be funded, but there are also quality programs based on theory and experience. New programs will need to be accredited (such as through the Joint Commission) and provide trauma philosophy, family engagement, independent assessment, and discharge planning. We know removal of kids causes trauma to families so we need to work with families to keep them intact. We also need more information on why there are disparate outcomes for some children.

The main challenges facing the system include the number of children in placement, the disparate outcomes for children of color/Native children, the shortage of Guardians ad Litem, the rate of reentry into foster care, the opioid crisis and prenatal exposure, and workforce issues (right sizing caseloads and training/development). Mr. Sorenson's presentation ended with a Q&A session with panel members.

3. In August 2018, Sean O'Donnell, Director of Programs from The Steve Rummler Hope Network, talked with us about their work regarding opioid addiction and prevention. Hope Network is a 501(c)(3) funded by grants and donations. Their mission is to heighten awareness of the disease of addiction as it relates to the physical and emotional burdens of chronic pain and to improve the associated care process. Sean walked us through the history of opioids in the U.S., the current statistics surrounding the epidemic, Steve Rummler's battle with chronic pain and death to opioid overdose, Steve's Law, Penny a Pill proposed legislation, Hope Network's partnership with the University of Minnesota's School of Medicine, and current barriers including waiting periods and lack of available evidence based substance addiction treatment. Hope Network would like to partner with organizations in Washington County on overdose education, advocacy, and naloxone outreach, including hospitals, first responders, law enforcement, jails, libraries, and churches. He noted that Washington County had the 4th or 5th highest rate of opioid deaths from 2000-2016 (99), with 11 deaths in 2016 alone. Overall Minnesota saw 256 opioid deaths in 2016 in the seven county metro area.

Opioid use is in the top four concerns for families involved in the child protection system, along with methamphetamine, alcohol, and mental health. Substance use affects out of home placements which have skyrocketed since 2015. The annual child welfare report discusses substance abuse generally, but does not pull out by substance type. MN DHS is revamping their dashboard so we can see additional trends. Sean's presentation ended with a Q&A session with panel members.

4. In October 2018, Glynis Shea, from the School of Public Health at the University of Minnesota, did a presentation on "reframing." She helped us understand the concept of "reframing" to be more effective in our advocacy for children who need protective services. Our goal has been to be spokespeople in our daily conversations out in the community. We often read in the newspaper about negative media attention on child protection and want to share the good work we see going on by sharing more positive information about Child Protective Services in Washington County.

The words “child protection” pull up a host of preconceived notions in people’s minds and our positive message can get lost on the listener even before we start. Even strong data points won’t be successful in opening up the conversation.

One obstacle has been that government media releases are very controlled and there is a history of Child Protection’s goal to stay out of the press, not to use it to spread positive messages. In cases like this, it’s often helpful to have a partner involved with messaging if we can’t own our own space. Often the space is controlled by who funds an entity. CRP is not a legal entity ourselves, but a federally mandated group with some State funding reporting annually to the County Board.

Framing involves a process in the brain, where we use mental “shortcuts” that drive how we think and react. The concept is pioneered by psychologists, linguists, and cognitive scientists. We can intentionally choose our words to influence others to think differently. This is well understood by advertisers. For example, if we hear the word “spanking” we automatically think certain things. It’s similar to the idea of “don’t think of an elephant.” People will automatically think of the elephant, so we need to avoid mentioning the elephant in the first place. So don’t lead off by saying, “People usually think X, but that’s not true.” That will cause people to think about X, which is what we do not want to reinforce.

How do we describe who we are and what we do? Instead of talking about “child protection” which is automatically associated with bad parenting, talk about the amazing resilient families and the socioeconomic, racial, and environmental factors they have overcome. We need to move the conversation beyond the realm of the **individual/relational** where fault and responsibility lie on people to fix problems on their own. People automatically default to what someone did, not what economics, schools, public health, government, media, culture, food systems, etc., did to the person. We need to bring the conversation up to the **community/institutional/societal** level where there are factors individuals and families can’t control that affect them and they need our assistance to make the community a better place for everyone. Words trigger shortcuts and always trump facts. People will dismiss data or debate facts. Instead, we need to lead with a personal story or position that implicates our shared values. We need to be intentional with the words we chose. If we want a different result, we need to start the conversation differently. Stories that talk about these bigger factors are impactful.

We know environmental stressors affect child development which affects a child’s trajectory. Society/MN/Washington County is not as awesome as it could be because of these environmental factors that a child and family may face. Start with why we care, not facts that we have found compelling. Start with the community benefit to engage the community to join with us. In child protection, perhaps start with how our future prosperity depends on the ingenuity of workforce (shared benefit). We can pay now or pay later/return on investment. We all know we can support brain development. (category) The problem is toxic stress that leads to neglect or abuse that impedes brain development. (specifics) In this conversation, we can avoid the automatic framing of it’s a bad family or kids and they need be fixed. Instead focus on what we all can do to fix the situation, as there exist environmental factors beyond the family’s control that we all can impact (for example the mom with three kids and three jobs).

Check out the “Brain Builders” video at <https://vimeo.com/112360818>, which explains that to build a better future we need to build better brains, and its most cost effective to do this upfront by preventing abuse and neglect than trying to do repair work later.

5. In November 2018, Cheryl Jogger, Community Engagement Coordinator for **South Washington County Community Action Reaching Every Student (SoWashCo CARES)** came to our CRP meeting. SoWashCo CARES is a community led effort to assist kids in that community with food, school supplies, and whatever they need. SoWashCo CARES came about after the Feed my Starving Children event in Washington County. One in five children receives free or reduced meals in the school system. There are 200 homeless kids in their community and SoWashCo CARES connects schools to the resources available in the community. SoWashCo CARES has a Facebook page <https://www.facebook.com/SoWashCoCARES/> and the needs of the children in the community are posted on their Facebook site. Once a need is posted, replies come quickly from the community at large. The St. Croix Girl Scouts have set up a snack program for the schools. A lot of the work has been on hunger relief in South Washington County; SoWashCo CARES has partnered with Second Harvest to ensure children have three (3) meals a day. The CRP will consider how we can partner with SoWashCo CARES going forward and possibly help create a similar effort in another part of the County.

6. Also in November 2018, Reanna Jacobs, Indian Child Welfare Act Compliance Supervisor from the MN Department of Human Services, presented to the CRP. Reanna gave a background on the ICWA Systems, which started with boarding schools (1892-1953), then the adoption era (1958-1967). Courts used cultural bias regarding child rearing/neglect as justification for removal of Native children from their homes. Data confirms that Native children are investigated and removed from their homes at a higher rate than non-Native children. ICWA was passed in 1978, updated in 2016, and applies to children through age 18. MIFPA was passed in 1985, updated in 2015, and applies to young people through age 21. This Minnesota law has more/higher standards than ICWA. The ICWA unit where Reanna works originally had 2 staff, and now has 7 staff. ICWA has two (2) processes for compliance: complaint and review.

The Components of ICWA Compliance include:

- Inquiry - Is the child a member of a tribe or eligible to be a member of a tribe? Which tribe?
- Notice to tribe - Tribe notified of situation involving a Native child or children within 24 hours.
- Actions - In accordance with notice of MIFPA and ICWA.
- Active efforts - Ongoing work to locate placement that fits within tribal placement preferences (foster care/adoption)
- Qualified Expert Witness (QEW) - Person with knowledge of tribal perspective to testify in Out of Home Placement (OHP) and/or Termination of Parental Rights (TPR) decisions if necessary.

If these requirements are not met the parent or the tribe can invalidate the process.

In 2017 the MN legislature appropriated funding for OHP costs for counties placing Native children at the direction of the tribe. Discussion regarding the intersection of the federal, state and tribal jurisdictions followed Reanna's presentation. There are eleven tribes in MN and sometimes they work in concert with each other, although most of the time they have distinct perspectives. Two tribes, White Earth and Leech Lake, have taken complete responsibility for Child Welfare work for their tribes. Two others are interested in doing so. The requirements for tribal membership are determined by each tribe and vary – some are based on matrilineal or patrilineal inheritance, others on blood quantum or other specific identity definitions.

Ongoing Training

1. Our two new panel members completed internal, County-specific training and MN DHS training.
2. Panel members participated in a number of child protection issue webinars during the year.

3. One panel member attended a World Café discussion along with the CRP County liaisons in March as part of the Child Welfare Disparity Grant. Child Protection has done 75 Individual Development Inventories (IDIs) with personal feedback sessions and engages Familywise for wrap-around services for those at risk for out-of-home placement. The team is now looking through policies and procedures with a multidisciplinary equity lens.
4. In April, one panel member attended a training by the Steve Rummeler Hope Network on the opioid epidemic and shared resources at a MN Council on Family Relations half-day conference.
5. In June, one panel member attended the Ramsey County Wakanheza training. The Wakanheza Project teaches individuals, agencies, businesses, and communities to use principles and strategies that prevent or de-escalate stressful situations and create more welcoming environments for children, young people, families and adults. Wakanheza is the Dakota word for child. Its English translation is "sacred being".
6. One panel member attended the June Connect Washington County meeting to learn more about homelessness in the County and available services for young people ages 18-26.
7. In August, one panel member attended a training on "Representing Minnesotans in Poverty."
8. In September, one panel member and one county liaison attended the Zero Abuse Project (ZAP) Conference sponsored by Mitchell Hamline School of Law. Renowned expert, Dr. Bruce Perry MD/PhD, from the Feinberg School of Medicine at Northwestern University was the keynote speaker. The day of learning explored trauma and healing across the lifespan, building trauma-informed relationships, creating trauma-informed organizations, and implementing effective community services.

Update on 2018 Special Projects

1. ***Social Worker/Staff Appreciation*** – In March, five panel members attended various child protection team meetings in the Cottage Grove and Stillwater offices. They brought treats and a nice thank you letter signed by all panel members.
2. ***Child Abuse Prevention Month*** – We piloted a contest where kids were asked to draw pictures of how to prevent child abuse. Hillside Elementary Kids Club in Cottage Grove agreed to participate. Pictures were completed in February. Kid pictures were then used for a display at the Park Grove Library in Cottage Grove in April, along with Parent Support Outreach Program (PSOP) brochures and a copy of the County Child Abuse Prevention proclamation for the month of April. Pictures were also used in a display binder at the Community Services table at the Washington County Fair in August. **See several picture examples as Attachments 1 and 2 of this Annual Report.*
3. ***Washington County Fair*** – Three CRP members each did a shift at the County Fair along with foster care recruitment staff. A long list of names was generated of people who would like more information about becoming foster care providers. A number of others took postcards with upcoming informational meeting dates.
4. ***CRP Brochure*** – To aid in recruiting additional panel members and for use at events such as the Washington County Fair, the Citizen Review Panel brochure was updated with fresh photos, updated bios and information, and to include all of our current roster of panel members. Copies were printed for future use. **See Attachment 3 for a copy of the brochure.*
5. ***Foster Care Providers Appreciation Project*** – Six panel members participated in this project during October and November to collect free pizza certificates and/or gift cards so that all 82 county foster care providers could take their families out for a pizza night in appreciation of the important work they do providing safe homes for children. A letter was drafted (**See Attachment 4*) explaining the project to potential pizza vendors. We broke the work down into areas:

Hugo/Forest Lake, Stillwater, Oakdale/Woodbury, and Cottage Grove. We had 22 pizza vendors county-wide participate, with approximately 160 pizzas donated. Thank you letters and participation certificates (*See Attachment 5) were sent to vendors along with tax receipts for their donations.

Planning for 2019 Special Projects

The panel is currently considering the following projects to focus on in 2019:

1. March – Social Worker Appreciation Month thank you letter
2. March/April - KIDS Club art project in Stillwater Area Schools
3. April – Child Abuse Prevention Month, declaration, library community outreach displays
4. October/November – Foster Care Pizza Project
5. Assist with SoWashCo CARES projects or similar in other parts of County
6. Framing project/child protection positive media messaging
7. Some kind of data collection and/or data review project for child protection staff

The Citizen Review Panel members are currently discussing information about the scope of each of the above projects so that we can make a decision on how to prioritize them in the year ahead. We will most likely divide into smaller workgroups to tackle these projects.

ATTACHMENT 2 – Kid Picture from Child Abuse Prevention Month Project

Focus on the Positive * Be Grateful * Be a Mentor *

Ask for Help *

*

Take a Break *

*

Counseling Help *

*

Be Supportive *

*

Prevent Domestic Violence



ATTACHMENT 3 – Updated Citizen Review Panel Brochure
 (If viewing electronically, double-click on the image to see the full brochure.)

*Washington County
Child Protection
C.D.H.S. Panel Members*



The Citizen Review Panel for Child Protective Services receives guidance and input from county and state advisors. Sarah Amundson, LICSW, is a Community Services Division Manager who provides both oversight as well as vital updates regarding county child protection. Nissa Knutson, Children's Services Supervisor, oversees the day to day operation/coordination of the panel and provides county updates. Mary Doyle is a Human Service Program Representative 2 with the Department of Human Services (DHS). She serves as a support and liaison to the panel from the state, and assists the panel in meeting federal requirements.

*Jan Hayne, MA
(Current Chairperson)*



Jan works to educate young people about the responsibilities of parenting and the challenges of parenting too soon, focusing specifically on the role of fathers. These challenges can contribute to some of the issues faced by families in the child protection system. Her work acknowledges family diversity and emphasizes protective factors even when families might also have many risk factors. Involvement in the CRP is a way for Jan to bring her knowledge and experience to serve and strengthen her community.

*Citizen Review Panel for
Child Protective Services*

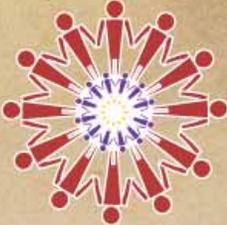


The Citizen Review Panel for Child Protective Services was created with an amendment to the Child Abuse Prevention and Treatment Act in 1996. The Panel in Washington County is made up of citizen volunteers with the charge of evaluating the effectiveness of the county's child protection services and enhancing the quality of those services whenever possible. After its evaluation, the panel is able to offer recommendations regarding changes in the child protection system to both the county and the state. Through policy evaluation, community outreach, and education, the panel's goal is to partner with Washington County Child Protection Services to keep children safe.

MEMBERSHIP

Each volunteer member serves an Initial two-year term. Panel members must be sensitive to diversity, maintain confidentiality, and take special training related to various aspects of the child protection process. Panel members review records, gather information, provide insight, and report findings to the County Board. The panel is supported by county and state staff, who provide updates and guidance. If you are interested in volunteering as a panel member, please contact Nissa Knutson at 651-430-4111 for more information.





citizen review panel





ATTACHMENT 4 – Sample Letter to Request Pizza Donations



Community Services

November 13, 2018

Dear Manager/Owner, _____

The Citizen Review Panel for Child Protection is a volunteer group comprised of Washington County citizens. Through policy evaluation, community outreach, and education, the panel works with County Child Protection Services to help families and children facing difficult circumstances as victims of child abuse or neglect. To do so, we partner with local officials, non-profits, and great local businesses such as yours.

There are currently 82 foster care providers in Washington County. We would like to send a special thank you to them all, as they have stepped up to provide safe homes for children and youth in need. We are asking for your assistance with this year's project.

This Thanksgiving holiday season, we are seeking **coupons/certificates good for one large, 2 topping pizza** to be donated to each of these foster families. Businesses across the County are being asked to make similar donations so that all of our foster families can enjoy a pizza night and feel appreciated.

I am currently seeking a total of (**17**) donations for families in the ***Stillwater*** area and will gladly accept whatever number you're comfortable donating toward that goal. Please let me know if you're interested in contributing toward this effort. We would like to collect coupons/certificates **by: Monday, November 19th**. I'm happy to take your donation now or I can return to pick it up at your convenience.

***You will receive a receipt from the County for your tax-deductible donation.**

Thank you in advance for any help that you can provide. Please feel free to call me with any questions.

Sincerely,

Jan Hayne, CRP Chair
651-338-8386

On behalf of the Washington County Citizen Review Panel

ATTACHMENT 5 – Certificate of Participation



CERTIFICATE OF APPRECIATION

this certificate is awarded to:

Business Name

in recognition of

Your Partnership with the Washington County Citizen
Review Panel

Signature

Date



Citizens partnering with child protection services, advocating to keep children safe.



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
6.A.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Public Works	REQUESTOR: Mahad Mohamed, Management Analyst II	REQUESTOR PHONE: 651-430-4354
PRESENTER(S): Wayne Sandberg	MEDIA CONTACT: Wayne Sandberg, Sharon Price 651-430-4339, 651-430-4391	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Award the bid and adopt a Resolution to sell an interest in land not needed as part of the Washington County Public Works South Shop Campus in the City of Woodbury. PID 25.028.21.23.0001.		
AGENDA YOU ARE REQUESTING TIME ON: Consent	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes	ESTIMATED DURATION: 5 minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: Washington County is the owner of a 60 acre parcel of land just south and adjacent to the existing Public Works South Shop for future expansion of its Campus. It is determined that eight acres of this parcel is not necessary for the expansion and Washington County has the ability to sell property. Washington County completed the process to sell and advertised the sale in the official newspaper of Washington County. Washington County received one bid, Xcel Energy. Xcel Energy submitted their bid proposal according to the terms identified on the Bid Notice and provided the necessary certified funds of an amount not less than 5% of the total bid. The bid from Xcel Energy is \$640,000 for the purchase of eight acres from the Washington County Public Works South Shop Campus. The bid is in line with fair market value and the Public Works Director recommends sale of this parcel.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED?		

Budget Impact

YEAR: 2019	UNBUDGETED AMOUNT: \$ 640000
FUNDING DESCRIPTION: Xcel Energy	

Approvals

Don Theisen, Public Works Director	3/18/2019
Rick Hodsdon, Assistant County Attorney III	3/19/2019
Molly O'Rourke, County Administrator	3/20/2019

DATE March 26, 2019
MOTION _____
BY COMMISSIONER _____

DEPARTMENT Public Works
SECONDED BY _____
COMMISSIONER _____

**RESOLUTION TO AWARD BID SALE OF AN INTEREST IN LAND
NOT NEEDED AS PART OF THE WASHINGTON COUNTY
PUBLIC WORKS SOUTH SHOP CAMPUS IN THE CITY OF WOODBURY**

WHEREAS, Washington County has the ability to sell property pursuant to Minnesota Statute § 373.01 Subd. 1(5)(b); and,

WHEREAS, Washington County advertised for sale approximately 8 acres in the City of Woodbury that is within the Public Works South Shop Campus; and,

WHEREAS, Xcel Energy was the only bidder; and,

WHEREAS, Xcel Energy submitted their bid proposal according to the terms and conditions expressed in the Bid Notice that was advertised in the official newspaper of Washington County and open to the public.

NOW, THEREFORE BE IT RESOLVED, that Washington County Board of Commissioners has reviewed the bid from Xcel Energy and accepts said bid for Xcel Energy to purchase approximately 8 acres from the Washington County Public Works South Shop Campus and authorize the sale in the bid amount of \$640,000.00.

BE IT FURTHER RESOLVED, that the Washington County Board of Commissioners hereby authorize its Chair and Administrator to execute on behalf of the County a Purchase Agreement and any other documents necessary for the County to complete the sale the property legally describe as follows:

The West 711.00 feet of the South 490.00 feet of the Southwest Quarter of the Northwest Quarter of Section Twenty-five (25), Township Twenty-eight (28) North, Range Twenty-one (21) West, Washington County, Minnesota, subject to road right of way on the west end of the parcel and also subject to a 55 foot wide Northern States Power Company easement on the south side of the parcel.

ATTEST:

COUNTY ADMINISTRATOR

COUNTY BOARD CHAIR

MIRON
KARWOSKI
KRIESEL
JOHNSON
WEIK

	YES	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____





Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
6.B.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Public Works	REQUESTOR: Mahad Mohamed, Management Analyst II	REQUESTOR PHONE: 651-430-4354
PRESENTER(S): Wayne Sandberg	MEDIA CONTACT: Sharon Price 651-430-4391	

Agenda Item Details

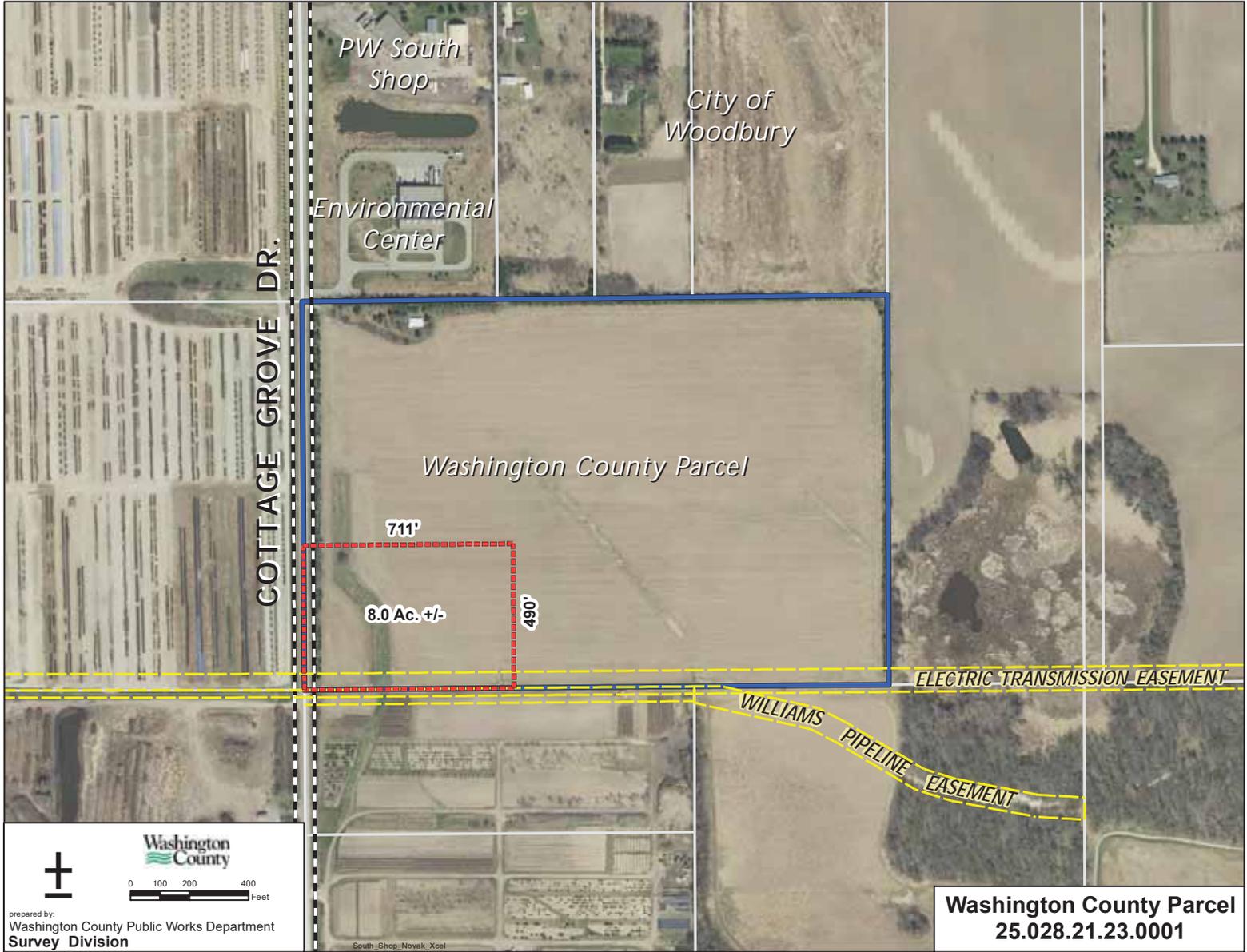
BRIEF DESCRIPTION OF YOUR REQUEST: Approve Amendment to lease agreement between Washington County and Novak's Orchard LLC dated October 31, 2018.		
AGENDA YOU ARE REQUESTING TIME ON: Board	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes	ESTIMATED DURATION: 5 minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: Washington County purchased 60 acres in the City of Woodbury for future expansion of the Public Works South Shop in the southeast corner of Bailey and Cottage Grove Drive. As part of the purchase Washington County entered into a Lease Agreement with the owner to rent the property for continued farming until the expansion of the campus is ready to move forward. The annual rent for 2019 was \$9,000.00 which has been paid. The rent is modified to \$7,740.00 to reflect the apportioned amount reduced to the eight acres that will not be rented. Washington County will reimburse the tenant \$1,260.00 which is the difference between original lease amount and the new amount. All other terms and conditions of the lease remain in effect. Public Works Director recommends approval of this amendment.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED? 5/8/18 – Closed session to review appraisal for possible purchase 8/7/18 – Board adopts Resolution to purchase		

Budget Impact

YEAR: 2019	UNBUDGETED AMOUNT: \$ 0
FUNDING DESCRIPTION: Farm Rental	

Approvals

Don Theisen, Public Works Director	3/18/2019
Rick Hodsdon, Assistant County Attorney III	3/19/2019
Molly O'Rourke, County Administrator	3/20/2019





Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
6.C.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Public Works	REQUESTOR: Mahad Mohamed, Management Analyst II	REQUESTOR PHONE: 651-430-4354
PRESENTER(S): Erik Jalowitz	MEDIA CONTACT: Erik Jalowitz 651-430-6227	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Approval of change orders #1 in the amount of a \$309,910.83 reduction and #2 in the amount of a \$16,350.34 increase to Contract 12237 with Kraus-Anderson Construction for work on the Stillwater License Center project.		
AGENDA YOU ARE REQUESTING TIME ON: Board	ARE YOU SEEKING APPROVAL OF A CONTRACT? Yes	ESTIMATED DURATION: 10 minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: The Stillwater License Center is being renovated to improve the customer experience and provide the proper separation of services per statute. Kraus-Anderson Construction was hired through a joint purchasing initiative called Sourcewell. Due to the aggressive schedule needed to complete this project in the three week timeline allowed by the State of Minnesota for a shutdown of license center services, the contract was agreed to on a not-to-exceed amount while plans and specifications were being finalized. Change order #1 includes the deduction from the not-to-exceed price to the actual price of completing the project through the Sourcewell process in the amount of a deduction of \$309,910.83. Change order #2 includes replacement of an inefficient electrical transformer, mechanical system efficiency improvements, improvements to the existing burglar alarm system, removal of existing wall coverings and patching, replacement of existing door hardware, additional carpet, and additional power outlets in the amount of \$16,350.34. Financial Summary of Contract #12237 with Kraus-Anderson Construction: Original Amount: \$868,433.00 Current Changes: -\$293,560.49 Contract Amount: \$574.872.51 The Stillwater License Center project is funded through a combination of the Capital Repair Fund and County Contingency.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED? 12/18/18 – Approval of contract with Kraus-Anderson Construction		

11/20/18 – Approval of 10-year lease with Entheos

2/20/18 – Board workshop to discuss Stillwater License Center facility options

Budget Impact

YEAR: 2019	UNBUDGETED AMOUNT: \$ 0
FUNDING DESCRIPTION: Capital Repair Fund	

Approvals

Don Theisen, Public Works Director 3/18/2019

George Kuprian, Attorney 3/19/2019

Molly O'Rourke, County Administrator 3/20/2019



Stillwater License Center

March 26, 2019

Presentation Outline

- Project Recap
- Approval of Change Orders

Project Recap

- February 20, 2018 – Board Workshop
- November 20, 2018 – Approval of 10-year lease at Valley Ridge Mall
- December 18, 2018 – Approval of Construction contract
- February 4 - 23, 2019 – Construction
- Today – Approval of change orders

Before



After



“Thank you again for your support of the improvements at this center. They are serving customers and staff well.”
-Jennifer Wagenius, PRTS Director



Change Orders

- Change Order #1: Deduct \$309,910.83
 - Change to original not-to-exceed price
- Change Order #2: Add \$16,350.34
 - Transformer replacement
 - Enhancements to mechanical, alarm systems, and power outlets
 - Additional carpet, wall patching, and door hardware

Contract Changes

- Original contract: \$868,433.00
- Change order #1: -\$309,910.83
- Change order #2: \$16,350.34
- Final contract amount: \$574,872.51

Recommendation

- Approve Change Orders #1 and #2 with Kraus Anderson Construction



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
7.A.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Stephanie Kammerud, Admin Assistant	REQUESTOR PHONE: 651-430-6014
PRESENTER(S): Molly O'Rourke	MEDIA CONTACT: Yvonne Klinnert 651-430-6026	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Legislative Update		
AGENDA YOU ARE REQUESTING TIME ON: Board	ARE YOU SEEKING APPROVAL OF A CONTRACT? No	ESTIMATED DURATION: 10 minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: The Association of Minnesota Counties (AMC) Board of Directors is asking each county in Minnesota to consider the adoption of a resolution supporting increased state funding for transportation improvements. Counties in Minnesota build and maintain nearly 31,000 miles of county state aid highway (CSAH) roads and more than 14,000 miles of local county roads. The lack of adequate funding has resulted in deferred maintenance, the delay of expansion projects, mounting congestion and missed opportunities for economic development throughout the state. The county board will also review a letter relating to the Rice Creek Watershed District. At a recent legislative workshop, the board reviewed bills authored by Representative Peter Fischer and Senator Karin Housley that would ensure a portion of the funds raised within Washington County are spent on projects in Washington County. A letter of support has been drafted for the board's review.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED?		

Budget Impact

YEAR:	UNBUDGETED AMOUNT: \$
FUNDING DESCRIPTION:	

Approvals

Molly O'Rourke, County Administrator 3/20/2019

DATE March 26, 2019

DEPARTMENT Administration

MOTION
BY COMMISSIONER _____

SECONDED BY
COMMISSIONER _____

2019 TRANSPORTATION FUNDING RESOLUTION

WHEREAS Minnesota Counties maintain 30,742 miles of County State Aid Highway (CSAH) roads and 14,141 miles of county roads, totaling over 30% of the state’s roadways; and

WHEREAS the total annual need is \$1.084 billion annually over the next 25 years just to maintain the current CSAH and county road system, not including expansion; and

WHEREAS the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

WHEREAS a comprehensive and sustainable transportation solution should include robust funding for roads, bridges, and transit, and address the varying needs in different parts of the state; and

WHEREAS increased funding for Minnesota’s Highway User Tax Distribution Fund would provide additional, stable funds for MnDOT, all 87 counties, all cities with a population of 5,000 or more, and townships across the state;

NOW THEREFORE BE IT RESOLVED that the Washington County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate funding to Minnesota’s statewide transportation system.

ATTEST:

COUNTY ADMINISTRATOR

COUNTY BOARD CHAIR

MIRON
KARWOSKI
KRIESEL
JOHNSON
WEIK

	YES	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



Board of Commissioners

Fran Miron, District 1
Stan Karwoski, Chair, District 2
Gary Kriesel, District 3
Wayne A. Johnson, District 4
Lisa Weik, District 5

March 19, 2019

Representative Peter Fischer
District 43A
551 State Office Building
St. Paul, MN 55155

Senator Karin Housley
District 39
3217 Minnesota Senate Bldg.
St. Paul, MN 55155

Dear Senator Housley and Representative Fischer:

I am writing to express the county board's support for House File 2314 (Chief Author: Fischer) and Senate File 2372 (Chief Author: Housley) that provides certain spending and reporting requirements for the Rice Creek Watershed District. The Rice Creek Watershed District contains property within four counties (Anoka, Ramsey, Hennepin and Washington) and is managed by a board of 5 managers, with one manager appointed by the Washington County Board of Commissioners. The Watershed District has an annual budget of just more than \$7.3 million and a property tax levy of just more than \$4.7 million. It is our understanding that roughly 20% of the property taxes used to fund the watershed district's capital project costs and administration is raised and collected from Washington County residents.

The Washington County Board's appointee to the watershed district's board of managers is Mr. John Waller. Mr. Waller does an excellent job of keeping the county board updated on the activities of the watershed and supporting projects within Washington County that have a benefit to the watershed. House File 2314 and Senate File 2372 provide for additional oversight of the activities of the watershed, ensuring that the residents of the county that pay into the watershed benefit directly from its activities. We understand that watershed projects, regardless of where they are undertaken, have benefit to the entire watershed. However, we also believe that it is not unreasonable to assure that Washington County taxpayers get direct benefits as well for their tax dollars.

Finally, we know this is a complicated issue. We believe this is a reasonable proposal that merits discussion by the legislature. The county board will continue to work with the Rice Creek Watershed District and its managers to ensure effective management of projects and resources of both the county and the District. Please let us know if you have any questions.

Sincerely,

Stan Karwoski
County Board Chair
Commissioner District 2

Cc: Representative Bob Dettmer
Washington County Board of Commissioners
Mr. John Waller, Rice Creek Watershed District Manager
Mr. Phil Belfiori, Administrator, Rice Creek Watershed District
Ms. Molly O'Rourke, Washington County Administrator



Request for Board Action

BOARD MEETING DATE:
March 26, 2019

AGENDA ITEM NUMBER:
11.A.

Commissioner's Report

Department Information

ORIGINATING DEPARTMENT: Administration	REQUESTOR: Janna Oman, Budget/Financial Analyst	REQUESTOR PHONE: 651-430-6006
PRESENTER(S): Kevin Corbid	MEDIA CONTACT: Kevin Corbid, 651-430-6003, Kevin.Corbid@co.washington.mn.us 651-430-6003	

Agenda Item Details

BRIEF DESCRIPTION OF YOUR REQUEST: Discuss 2020 budget development, guidelines and principles.		
AGENDA YOU ARE REQUESTING TIME ON: Workshop	ARE YOU SEEKING APPROVAL OF A CONTRACT? No	ESTIMATED DURATION: 30 minutes
IS THIS MANDATED? No	EXPLANATION OF MANDATE:	
BACKGROUND/JUSTIFICATION: The 2020 budget process has begun. To provide departments with budgetary direction, a workshop will be held with the County Board to discuss the framework for next year's budget development. Based on outcomes of the workshop, specific guidelines will be given to departments as they develop their 2020 budget proposals.		
PREVIOUS ACTION ON REQUEST/OTHER PARTIES INVOLVED? none		

Budget Impact

YEAR: 2020	UNBUDGETED AMOUNT: \$ 0
FUNDING DESCRIPTION:	

Approvals

Kevin Corbid, Deputy Administrator	3/15/2019
George Kuprian, Attorney	3/15/2019
Molly O'Rourke, County Administrator	3/21/2019



2020 Budget Planning

County Board Workshop

March 26, 2019

Agenda

- Review Board Adopted Guiding Principles
- Fiscal Accomplishments
- Review 2019 Budget Highlights
- Review Comparative Data
- 2020 Budget Considerations
- 2020 Tax Base Changes/Potential Tax Impacts
- 2020 Budget Schedule

Guiding Principles

- Operating and capital budget decisions should support and reflect the county's vision, mission and goals.
- Focus resources on core county functions that improve outcomes.
- Make strategic investments in our human resources and technology.
- Adopt a balanced budget that does not rely on one-time or unreliable funding to pay for on-going costs.
- Maximize the use of state and federal revenue to fund mandated services and advocate for additional state and federal funding if current revenues do not fully fund the mandated services.

Guiding Principles (cont.)

- Maximize the use of non-property tax revenues where appropriate.
- The budget should effectively address the county's current needs and position the county to meet the future needs of a growing, aging and diversifying population.
- Consider changes in the county's tax base, population, inflation, service delivery changes and economic trends affecting county property taxpayers when adopting the property tax levy.
- Plan and fund investments in the capital assets of the county that maximize the use and life of our assets and spreads the costs to those that benefit.

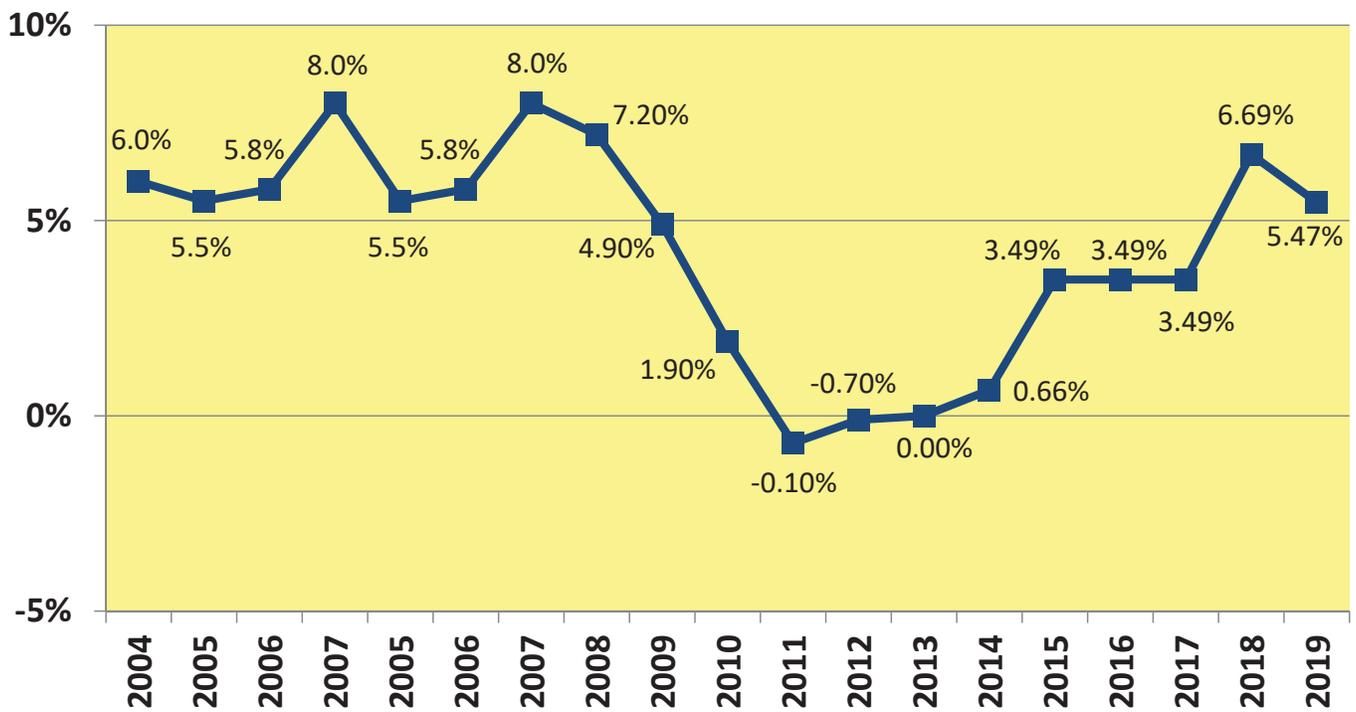
Fiscal Accomplishments

- Balanced budgets
- Decreasing tax rate; increasing tax base
- Highest bond ratings (AAA)
- Multi-year winner of Government Finance Officers Association (Budget & CAFR)
- Fund balance that meets county policy
- Progress on funding our retiree health care obligations
- Continued response to growing service demands from a growing, developing county

2019 General Highlights

- | | | |
|------------------------|----------|--------|
| County Tax Rate | | |
| 29.54% | Decrease | <1.5%> |
- | | | |
|----------------------------|----------|-------|
| County Net Tax Levy | | |
| \$108.1 million | Increase | 5.47% |
- | | | |
|----------------------|-----------|--|
| LWLP Tax Levy | | |
| \$1,058,400 | No Change | |
- | | | |
|--------------------------|----------|--------|
| Non-Levy Revenues | | |
| \$139.7 million | Increase | 27.17% |
- | | | |
|--|----------|-------|
| Operating Expenditures <i>(excludes capital and debt)</i> | | |
| \$187.9 million | Increase | 6.59% |
- | | | |
|--|----------|---------|
| Capital Expenditures <i>(without bond projects)</i> | | |
| \$79.5 million | Increase | 149.59% |

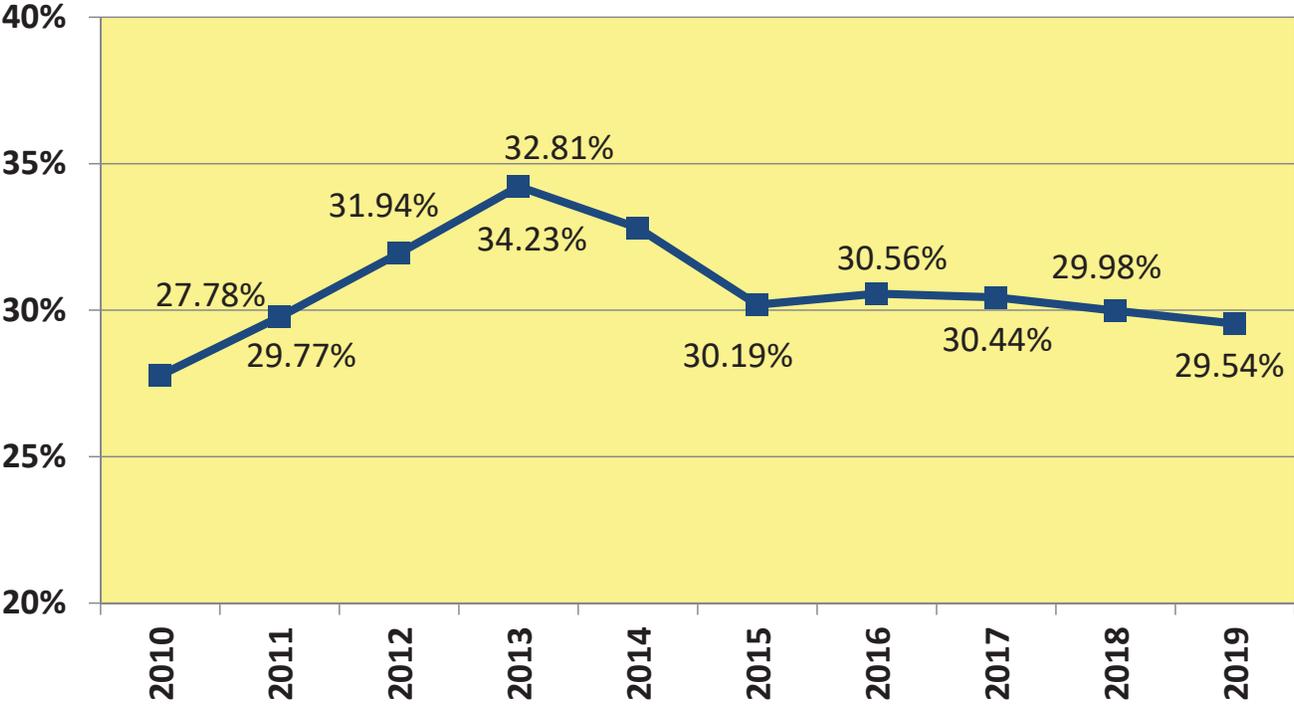
Net Levy* Increase History



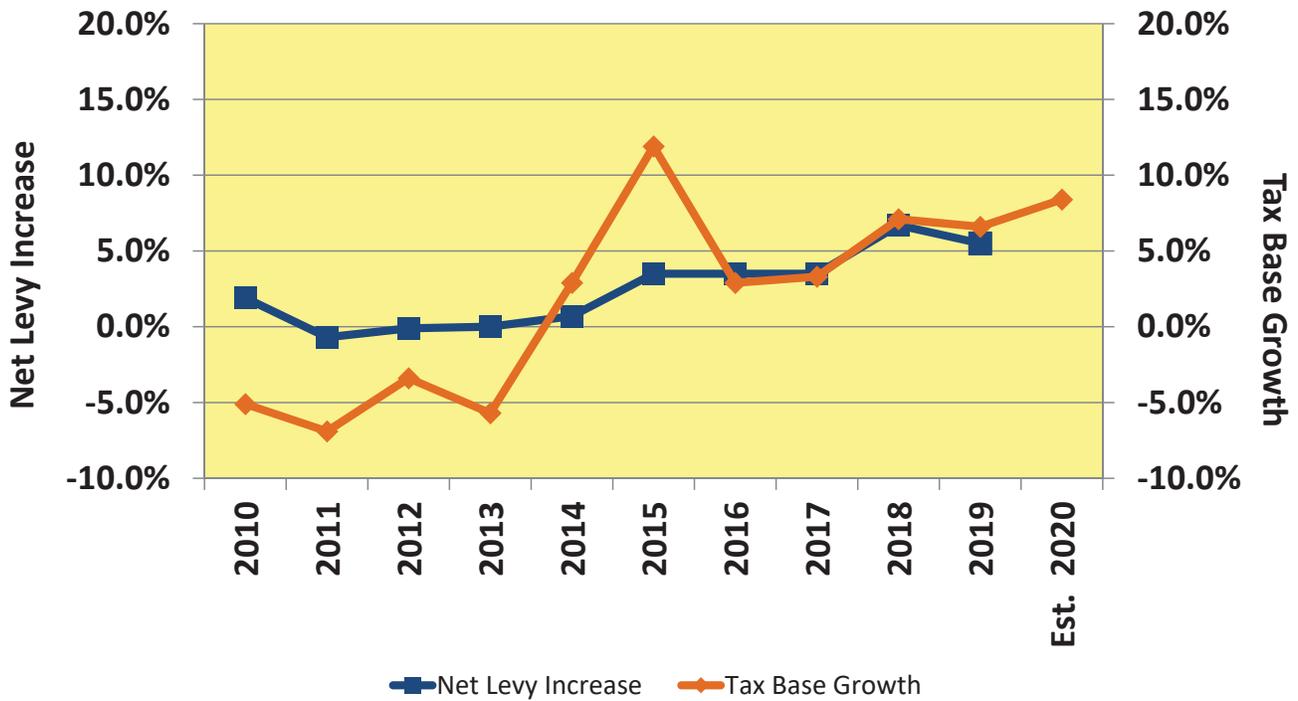
*Excludes County Program Aid, Regional Rail, and Land & Water Legacy levies



Tax Rate History



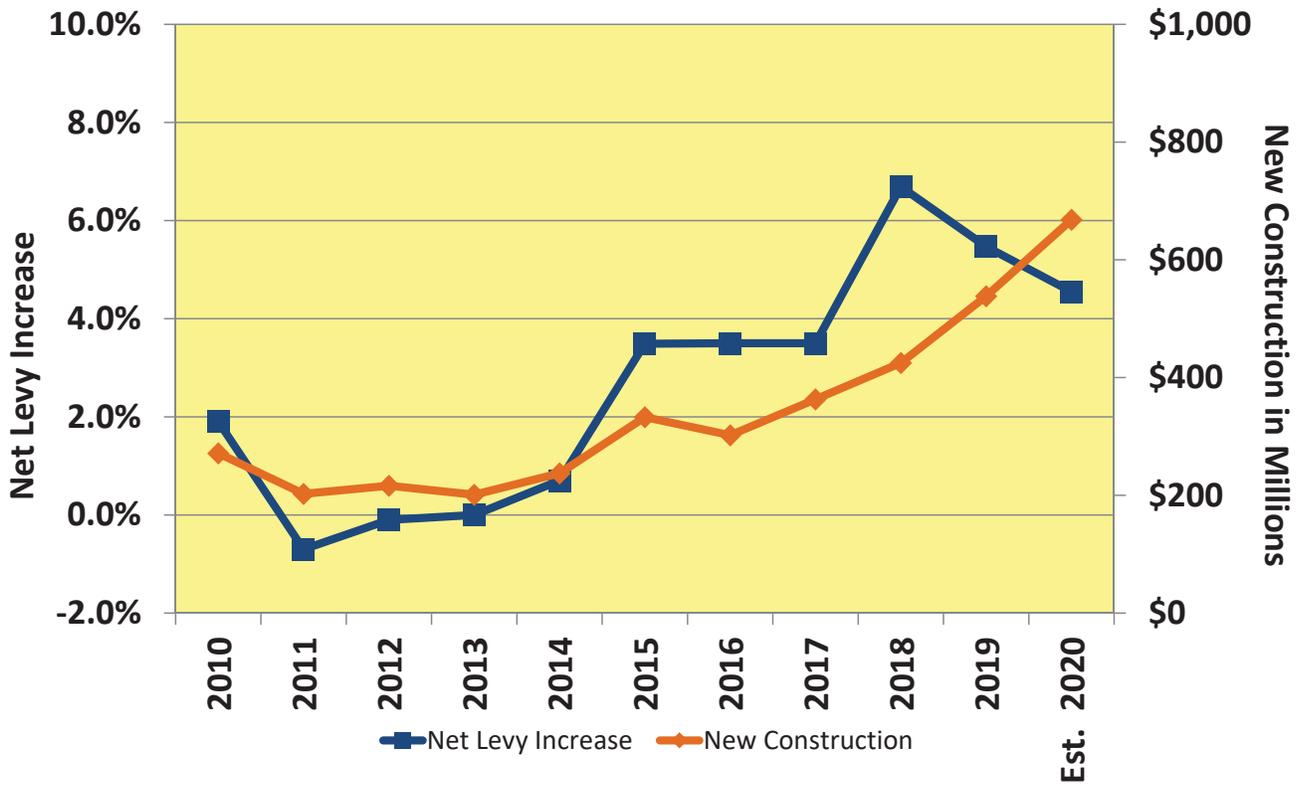
Net Levy* & Tax Base Growth



*Excludes Regional Rail and Land & Water Legacy levies



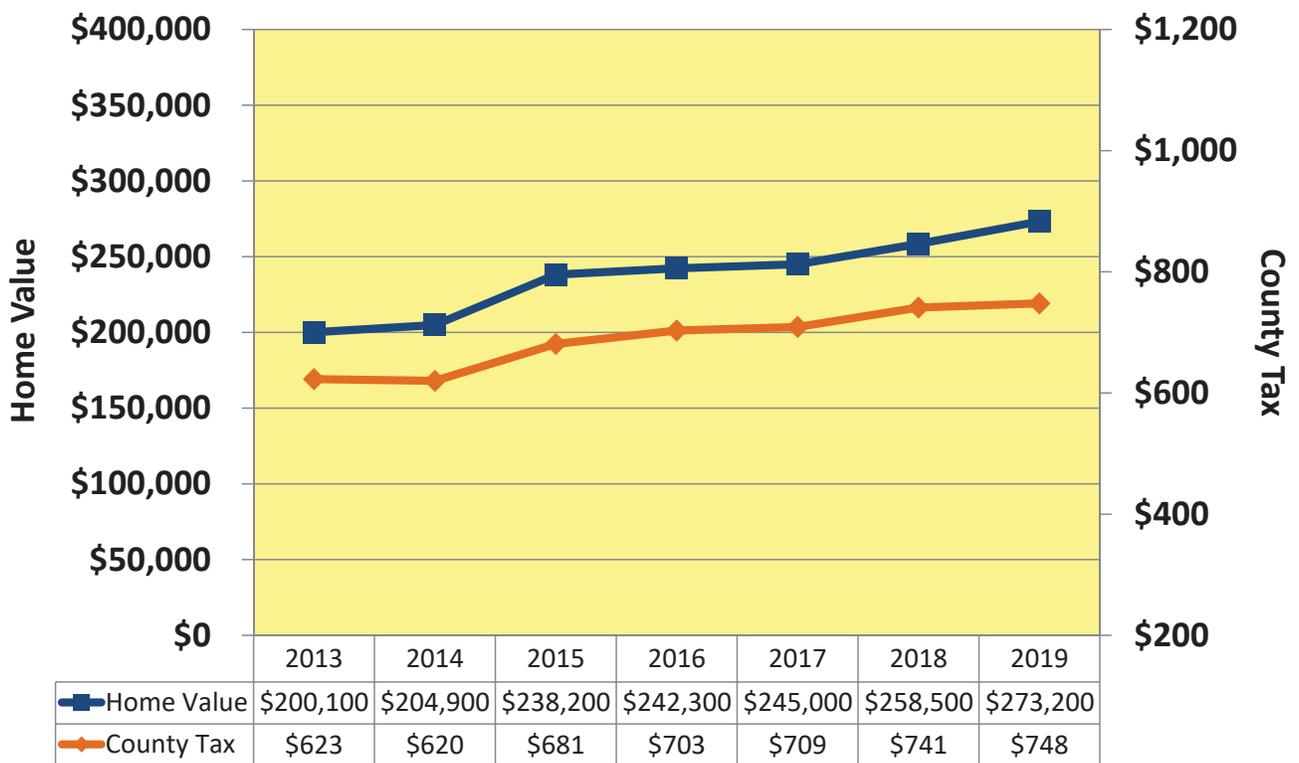
Net Levy* & New Construction



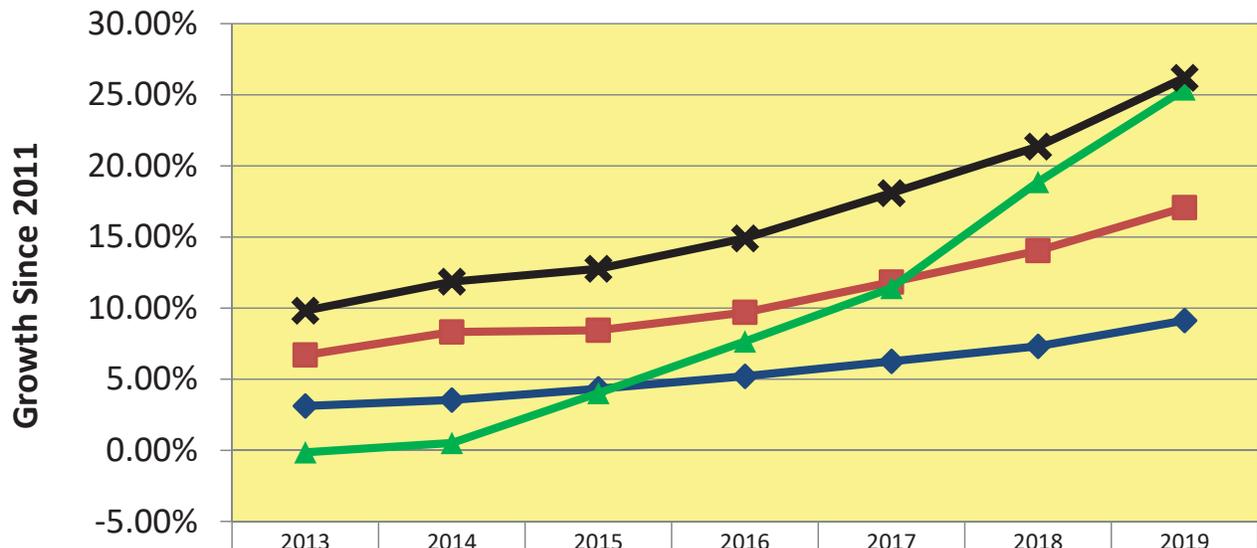
**Excludes Regional Rail and Land & Water Legacy levies*



County Tax on Median Value Home



Cumulative Population, Inflation, and Levy Growth since 2011

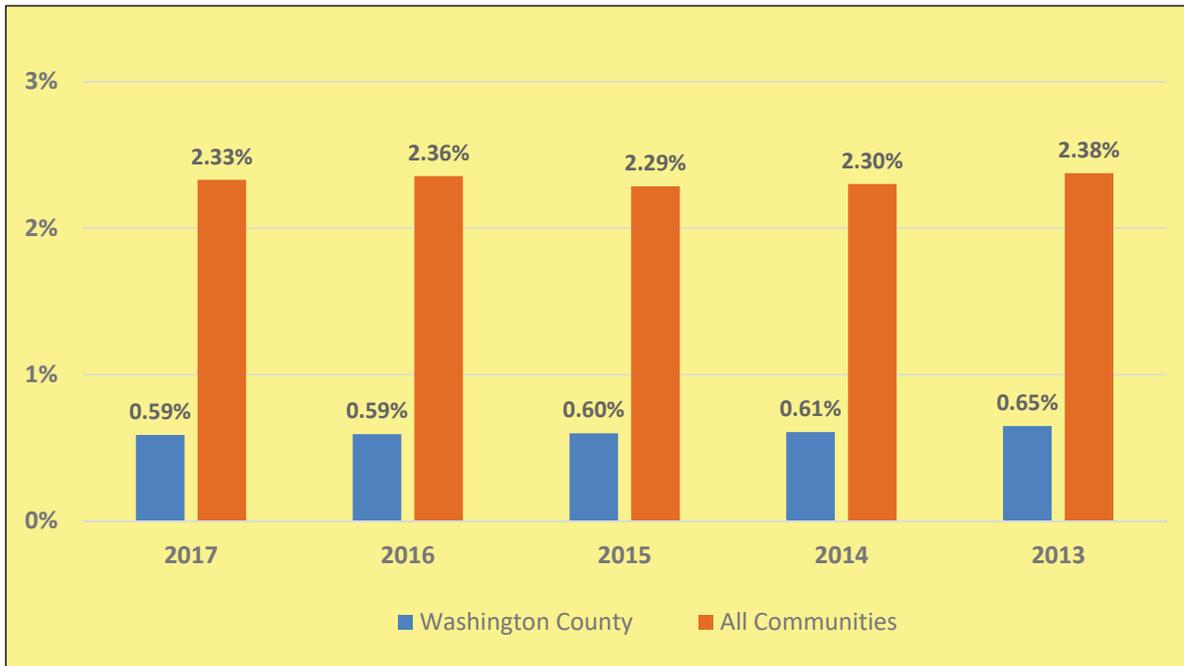


◆ Population Growth	3.12%	3.54%	4.33%	5.21%	6.26%	7.32%	9.13%
■ Inflation Growth	6.70%	8.32%	8.44%	9.70%	11.83%	14.04%	17.07%
▲ Net Levy Growth	-0.14%	0.52%	4.03%	7.66%	11.42%	18.87%	25.38%
✕ Pop. + Infl. Growth	9.82%	11.86%	12.77%	14.91%	18.09%	21.36%	26.20%



Price of Government (Property Taxes) In Washington County

Property Tax Levy as a Percent of Total Personal Income



2020 Budget Considerations

**67% of County Operating Budget
is employee compensation and benefits**

2020 Wage Settlements:

- 2.5% general adjustment = \$2.2 million
- Most groups 3.5% range adjustments
(.25% reduction in 2019; .5% reduction in 2020)
- Estimated range movement = \$1.6 million

2020 Budget Considerations



Health Insurance

- Seeing continued migration to High Deductible plan
- Loss ratio remains above 100%
- HR will be issuing RFP in 2019; additional potential bidders
- Opened on-site clinic

2020 Budget Considerations

Debt Service

- 5% increase by county policy equals \$800,400

Land & Water Legacy Program

- 2019 bond issuance will increase debt service payments

County Program Aid

- Reduction of >\$143,000 if new funding is not approved;
\$1.1 mil increase if \$30 mil Governor's recommendation is approved.

Other revenue sources

- Maximize Fees for Service & Intergovernmental Revenue where appropriate

2020 Budget Considerations

Technology Funding Proposal

- New Technology Fund underway
- Created a Capital Equipment and Technology Plan
- Made good progress in 2018 & 2019 budgets
- Used one-time money to ease transition
- Plan to fill gap over a couple cycles
- Current gap roughly \$291,000



Washington

County

Other Budget Considerations

- Deferred maintenance in parks, facilities
- Yard Waste/Northern Household Hazardous Waste (C.E.C.)
- Recycling and Energy Facility budget changes
- Sheriff's Office Records Management System Support Costs
- Legislative Changes, especially in Transportation/Transit
- Interest Earnings (+)

Other Budget Considerations

- County costs for HSA contributions
- 2019 mid-year positions
- PERA Police & Fire Increase
- Likely reduction in employer liability percentage
 - Savings related to insurance costs & retiree health care trust fund
 - Levy reduction will be reflected in targets
- Operating costs of on-site clinic, offset by higher usage

Other Budget Considerations

- Human Services Program changes
- Public Works maintenance staff
- Purchasing & Contracting support
- Presidential election year; Presidential primary
- License Center operations
- County Park operations
- I.T. Security/Project Management/Vendor Management
- Digital Library content

Tax Base Changes

- **Countywide estimated market value change 2019 to 2020: +8.4%**
 - 2019 up 6.6%
 - 2018 up 7.1%
 - 2017 up 2.9%
- **Value of new construction: \$668.1 million**
 - 2019 total \$537.7 million
 - 2018 total \$424.8 million
 - 2017 total \$363.0 million
- **Median value change in residential homes: +7.1%**
 - 2019 change equaled +5.7%
 - 2018 change equaled +4.9%
 - 2017 change equaled +1.1%



2020 Budget Schedule

• March - May	Departments begin budget estimates
• June - July	Admin. reviews departmental budgets
• Aug - Sept	Department Budget Workshops
• September 24	Set Proposed 2020 Levy
• October	Capital Improvement Plan (CIP) Workshop
• November	2020 Budget Review Workshop
• December	Public Budget Review Meeting
• December 10	Adopt 2020 Levy, Budget, and CIP



Board of Commissioners

Fran Miron, District 1

Stan Karwoski, District 2

Gary Kriesel, District 3

Wayne Johnson, District 4

Lisa Weik, District 5

Washington County Budget Principles

Operating and capital budget decisions should support and reflect the county's vision, mission and goals.

Focus resources on core county functions that improve outcomes.

Make strategic investments in our human resources and technology.

Adopt a balanced budget that does not rely on one-time or unreliable funding to pay for on-going costs.

Maximize the use of state and federal revenue to fund mandated services and advocate for additional state and federal funding if current revenues do not fully fund the mandated services.

Maximize the use of non-property tax revenues where appropriate.

The budget should effectively address the county's current needs and position the county to meet the future needs of a growing, aging and diversifying population.

Consider changes in the county's tax base, population, inflation, service delivery changes and economic trends affecting county property taxpayers when adopting the property tax levy.

Plan and fund investments in the capital assets of the county that maximize the use and life of our assets and spreads the costs to those that benefit.

Adopted: April 2013; revised 2016; reaffirmed 2017

A great place to live, work and play...today and tomorrow

Government Center • 14949 62nd Street North • P. O. Box 6 • Stillwater, MN 55082-0006
Telephone: 651-430-6001 • Fax: 651-430-6017 • TTY: 651-430-6246

www.co.washington.mn.us

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