



Goodhue County

Minnesota

GOODHUE COUNTY BUDGET COMMITTEE

CONFERENCE ROOM 301 - 1

GOVERNMENT CENTER, RED WING

FEBRUARY 21, 2023

8:45 A.M.

2023 Out of State Travel Requests

1. Administration

Documents:

[Administration Out of State Travel 2023.pdf](#)

2. County Attorney Out of State Travel 2023

Documents:

[Out of State Travel Request.pdf](#)

3. Out of State Travel Request - Emergency Communications

Documents:

[2023 Out of State Travel Request - Emergency Communications.pdf](#)

4. Out of State Travel Request - SAFECOM Committee

Documents:

[2023 Out of State Travel Request - SAFECOM Committee.pdf](#)

5. Out of State Travel Request- Health and Human Services

Documents:

[GCHHS Out of State Travel Request 2-2023.pdf](#)

6. Public Works Out of State Travel.

Documents:

[Out of State Travel 2023.pdf](#)

2022 Carryover Requests

Documents:

[2022 Carryover Requests.pdf](#)

4th Quarter Financial Report

Documents:

[4th Quarter Financial Report.pdf](#)



Scott O. Arneson
County Administrator
Goodhue County

509 W. Fifth St.
Red Wing, MN 55066
Office (651) 385.3001

To: Budget Committee

From: Scott O. Arneson

Date: January 25, 2023

Re: Out of State Travel 2023

Per the Out of State Travel Policy, all requests for travel beyond 300 road miles, one way, from the City of Red Wing shall be submitted to the Budget Committee for recommendation and forwarded to the County Board. If scheduling and COVID restrictions allow, I will tentatively be attending one of the following meetings in 2023:

National Association of Counties (NACO)

Annual Conference, July 21-24 in Austin Convention Center in Travis County/Austin, Texas

International City/County Management Association (ICMA)

Annual Conference, September 30- October 4 in Travis County/Austin, Texas

As the dates approach, I will choose the conference that works best in my calendar. The 2023 Administration budget includes \$2,000 for conferences and schools to cover the cost to attend.

GOODHUE COUNTY BOARD OF COMMISSIONERS

LINDA FLANDERS
1st District
1121 W 4th St.
Red Wing, MN 55066

BRAD ANDERSON
2nd District
10679 375TH St. Way
Cannon Falls, MN 55009

TODD GRESETH
3rd District
46804 Hwy 57 Blvd
Wanamingo, MN 55992

JASON MAJERUS
4th District
39111 Co. 2 Blvd
Goodhue, MN 55027

SUSAN BETCHER
5th District
30133 Lakeview Ave.
Red Wing, MN 55066

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Goodhue County Justice
Center
454 W. 6th Street
Red Wing, MN 55066-2475

Telephone (651) 267-4950
FAX (651) 267-4972

STEPHEN F. O'KEEFE

Goodhue County Attorney

ASSISTANT COUNTY ATTORNEYS

ERIN L. KUESTER

CHRISTOPHER J. SCHRADER

ELIZABETH M.S. BREZA

DAVID J. GROVE

ANGELA R. STEIN


JESSICA M. PERKINS

JORDAN T. COOK

EMMA L. RUSS

MEMORANDUM

TO: Goodhue County Board of Commissioners
Goodhue County Budget Committee

FROM: Stephen F. O'Keefe, Goodhue County Attorney 

RE: Request for Travel to Out of State Training for Treatment Court Coordinator

DATE: February 7, 2023

I am requesting approval of out of state travel for three employees, Jessica Schumacher, Treatment Court Coordinator, Jessica Perkins, Assistant County Attorney, and myself, to attend the Treatment Court National Conference in Houston, Texas, held on June 26, 2023, through June 29, 2023.

The National Association of Drug Court Professionals conference, RISE 23, is the only national conference for treatment court professionals. It is the one event that brings together justice system and treatment practitioners working in every intercept point, from entry into the system to re-entry into society. For over 25 years, this conference has consistently delivered the best-in-class speakers and content and is recognized as the leading training conference in the treatment court field.

Attendance at this conference is required as part of the four year, \$500,000 Department of Justice Federal Grant award. The cost of the training, including airfare, hotel, and conference fees, will be covered by the Grant.

I am also requesting approval of out of state travel for Jessica Schumacher, Treatment Court Coordinator, to attend a treatment court coordinator conference in Oklahoma. The cost of the training, including airfare, hotel, and conference fees, will be covered by the Grant.

SFO/jk



Marty Kelly
Goodhue County Sheriff

430 West 6th Street
Red Wing, MN 55066
Office (651) 267.2600
Dispatch (651) 385.3155

TO: Budget Committee & Goodhue County Board Commissioners

FROM: Kristine Holst, Financial Manager
Chad Steffen, Communications Captain

DATE: January 30, 2023

RE: **2023 Out of State Travel Request(s) for Trainings and/or Conferences Eligible for E911 Grant Funding**

In late 2022, MN DPS's Emergency Communication Networks (ECN) announced that professional development trainings and conference opportunities related to emergency communications are an approved use of E911 grant funds. Eligible staff would be the Sheriff, Chief Deputy, Communications Captain, Public Safety Telecommunicators and PST Sergeants. All of these positions have a direct responsibility for the operation of our Emergency Communications Center (ECC).

Covered expenses include: Registration costs, travel, lodging, any backfill overtime, etc.

We are requesting pre-approval of any announced or unannounced out of state travel for eligible staff. Currently, we know of the following opportunities but have not yet identified staff who may attend:

- June 17-22, 2023: NENA Conference & Expo (Grapevine, TX) - [More Information](#)
- August 6-9, 2023: APCO 2023 (Nashville, TN) - [More Information](#)

No staff have been committed at this time and each request to attend still goes through the Sheriff's Training Request process.

This request is not limited to the two opportunities listed above. There may be more training and/or conferences which come up throughout the year which are eligible for E911 grant funding and we would like this blanket request to cover those opportunities as well.

OFFICE OF THE GOODHUE COUNTY SHERIFF

ADULT DETENTION
CENTER
651.267.2804

CIVIL DIVISION
651.267.2601

RECORDS DIVISION
651-267-2600

EMERGENCY
MANAGEMENT
651.267.2639

EMERGENCY
COMMUNICATIONS
651.385.3155

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Marty Kelly
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Dispatch (651) 385.3155

TO: Budget Committee and Goodhue County Commissioners

FROM: Kristine Holst, Sheriff Accountant
Marty Kelly, Sheriff

DATE: January 30, 2023

RE: Out of State Travel Request

It is requested that the Budget Committee and the County Board approve the out of state travel request for 2023.

Communications Captain Chad Steffen has served as an appointed SAFECOM Public Safety At-Large Member since 2018. SAFECOM is an emergency communications program within the U.S. Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (US DHS – CISA). He is one of approximately twenty-five At-Large Members nationally. Through collaboration with emergency responders and policymakers across all levels of government, SAFECOM works to improve multijurisdictional and intergovernmental communications interoperability.

Sheriff Kelly is requesting to have the continued opportunity to have Captain Steffen attend the bi-annual in-person meetings and any related in-person committee meeting. The bi-annual meetings are 2-4 days in length, including travel days. The in-person committee meetings are 2 days, typically only meeting once a year. These meetings are by invitational travel and therefore they are planned, scheduled, arranged and paid in full by the SAFECOM Program via the US DHS CISA. The meetings are planned within the United States as approved by the federal processes. Captain Steffen's time is not covered and therefore a commitment by our county. Total hours do not normally exceed 75 hours in a calendar year. This request has been approved the past three years and we continue to see the value our participation.

Out of state travel authorization is requested to attend the meetings.

For more information on SAFECOM: <https://www.dhs.gov/safecom>

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651.385.3155

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Goodhue County
Health and Human Services

Public Health Division
426 West Avenue
Red Wing, MN 55066
(651) 385-3200 • Fax (651) 267-4882

DATE: January 31, 2023
TO: Goodhue County Board
FROM: Nina Arneson, GCHHS Director
RE: Out of State Travel Request

BACKGROUND:

The National Association of City and County Health Officials (NACCHO) has an opportunity to sponsor Maggie Cichosz, Community Engagement Specialist, and Ruth Greenslade, Healthy Communities Supervisor, to attend their upcoming annual conference, NACCHO 360, July 10-13, 2023, in Denver, CO.

In 2021 Goodhue County Health and Human Services applied for and received a grant to pilot new community health assessment guidance NACCHO developed. The guidance is called "Mobilizing for Action for Planning and Partnerships 2.0" or "MAPP 2.0." GCHHS received a grant to pilot the Community Partners Assessment portion of MAPP 2.0 from April-July 2022. On January 19, NACCHO contacted us to invite staff members from MAPP pilot test sites to present at the 2023 conference.

NACCHO will cover conference registration, travel (airfare, or mileage (if driving), and travel to/from the airport), hotel, and per diem.

This conference will provide an excellent opportunity to network and learn about the work of other health departments. There will also be a time during the conference when MAPP pilot participants can network and learn about each other's work.

The conference theme, "Elevating Public Health Practice for Today and tomorrow" will explore how the local public health workforce and its stakeholders can move forward in the midst of an ongoing crisis while implementing traditional and innovative approaches to restructure a system built to protect the health of communities nationwide. This year's conference includes more than 100 sharing sessions, live plenaries, town halls, and workshops. Conference Tracks include Behavioral Health; Communication and Messaging; Leadership, Management, and Workforce Development; Health Equity and Social Justice; Public Health Policy and Law; and Surveillance, Informatics, and Data Systems, which relate to Maggie Cichosz's and Ruth Greenslade's work at our agency outside of their role with the MAPP 2.0 Pilot.

Maggie Cichosz and Ruth Greenslade will only attend the conference if their presentation abstract is accepted and NACCHO covers all the costs of the conference, travel, hotel, and meals.

RECOMMENDATION: The GCHHS Department recommends approval of this request.

Promote, Strengthen and Protect the Health
of Individuals, Families and Communities!
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www.co.goodhue.mn.us/HHS





Greg Isakson, P.E.
Public Works Director / County Engineer
Goodhue County Public Works Department

2140 Pioneer Road
Red Wing, MN 55066
Office (651) 385-3025

TO: Scott Arneson, County Administrator
Budget Committee

FROM: Greg Isakson, Public Works Director

RE: 21 Feb 23 Budget Committee Meeting – **CONSENT AGENDA**
Out of State Travel 2023

Date: 15 Feb 23

It is requested that the Budget Committee and the County Board approve Out of State Travel for the following conferences. The costs for these conferences are included in the 2023 Budget.

<u>Event</u>	<u>Estimated & Budgeted</u>	<u>Dates of Event</u>
- Washington Fly-In – Washington DC (Engineer + 3 Co Staff)	\$8,300	September 18-21, 2023
- NACE Annual Meeting	\$1,500	April 15-20, 2023

Washington Fly-In

Since 2002, the County has sent four representatives consisting of one or two commissioners, the County Administrator, the County Engineer, the Assistant County Engineer and/or our Legislative Liaison to the 'Transportation Alliance Washington Fly-In,'. With the exception of 2019, when Commissioner Anderson, Commission Drotos, and the Public Works Director traveled to Washington DC in September with the Olmsted County Engineer, the Mayor of Zumbrota, and a Zumbrota City Council member. No County representatives attended in 2020, 2021 and 2022 due to COVID-19 and coordination issues.

Our visits to Washington DC have enabled us to develop relationships with our Congressional delegation and their staff, and keep them informed about the needs, concerns, projects and funding of Goodhue County. Goodhue County has received several appropriations in past years and will continue to request federal funds in future years. Therefore, establishing and maintaining these relationships is very important. The cost for the Fly-In can range from approximately \$1,600 - \$2,300 per person depending on airfare, etc., the estimated cost mentioned above was included in our 2023 Conference & Training budget line item.

The Board should decide if a contingency will attend this year's Fly-In. If so, it is recommended that Jess Greenwood and I both attend so I can pass on the process, information, suggestions and procedures to make this trip a success.

NACE Conference - Baldwin County, AL.

I have attended several NACE Conferences in the past and have found this national conference to be very informative, and an opportunity to learn about new approaches for managing the County's Public Works Department from sources throughout the country. Jess Greenwood, has also attended one meeting and felt it was a good educational experience learning about County Engineer management solutions discussed at a national level. The 2023 conference is in Orange Beach, (Baldwin County), Alabama.

Out-of-State travel authorization is requested to send either Jess Greenwood, myself, or both to attend this conference.



Lucas R. Dahling
Finance Controller
Goodhue County Finance & Taxpayer Services

Lucas.dahling@co.goodhue.mn.us
509 W. Fifth St.
Red Wing, MN 55066
Phone (651) 385-3021

TO: Budget Committee & County Board of Commissioners
FROM: Lucas Dahling, Finance Controller
SUBJECT: 2022 Carryover Requests
DATE: February 21, 2023

Background:

Certain spending items that were levied in 2022 for the operating and capital budgets were not fully paid for by the end of the year. Some tasks were completed in 2022 but not paid for due to invoicing issues. In addition, other projects were not completed or paid for due to product delivery issues. To determine carryforward requests, Finance and Administration reviewed the 2022 Capital Plan and Operating Budget results and worked with Department Heads to develop request details.

2022 Carryover Request:

Capital	\$2,342,351
Operating	<u>\$1,019,882</u>
Total	\$3,362,233 <i>See following pages for details</i>

Due to the high inflationary environment we have been in, several of the Capital Plan carryover requests are for amounts greater than originally budgeted. Partially offsetting the increase are certain items that will end up costing less than originally budgeted. The net increase in Capital Plan carryover requests over the original budgeted amount is \$145,099.

Discussion:

Capital Budget

The Capital Fund cash balance at December 31, 2022 was approximately \$2.5M, and if the full Capital Plan carryover is approved it will leave a cash reserve balance approximately \$158,000 in the fund. This is well under the minimum cash reserve balance of \$800,242 as calculated per the 2023 Finance Policy. The Finance Department also expects items within the 2023 Capital Plan to come in over budget as price inflation continues.

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1st District
1121 West 4th Street
Red Wing, MN 55066

BRAD ANDERSON
2nd District
10679 375TH St. Way
Cannon Falls, MN 55009

TODD GRESETH
3rd District
46804 Hwy 57 Blvd.
Wanamingo, MN 55983

JASON MAJERUS
4th District
39111 County 2 Blvd.
Goodhue, MN 55027

SUSAN BETCHER
5th District
30133 Lakeview Ave
Red Wing, MN 55066

The financial position of the General Fund at December 31, 2022 is healthy, with Unassigned Fund Balance (UFB) coming in at approximately \$17.5M, adjusted for the Board's ARPA Plan. This balance is above the Finance Policy threshold of maintaining an UFB ratio of between 35% and 50% of the following year's budgeted expenditures. This range expressed in dollars is approximately \$12.1M to \$17.3M. Since the UFB at year-end is above the reserve balance target, a supplemental transfer could be made from the General Fund to the Capital Fund to replenish its cash reserve.

Operating Budget

All Operating Budget carryover requests are for amounts that are either less than or equal to the associated unspent line item amounts.

Alternatives:

1. Approve the carryover requests as presented and approve a transfer of \$810,000 from the General Fund to the Capital Fund to replenish its cash reserve.
2. Approve the carryover requests as presented without transferring cash from the General Fund to the Capital Fund at this time. Keep a close eye on Capital Plan purchases and approve a transfer from the General Fund at a later time if needed.
3. Deny all or a portion of the carryover requests.

Recommendation:

The Finance Department recommends that the Budget Committee and County Board of Commissioners approve the carryover requests as presented in the amount of \$3,362,233 as well as the transfer of \$810,000 from the General Fund to the Capital Fund to replenish its cash reserve.

2022 CAPITAL PLAN CARRYOVERS

Department	Asset	Notes	2022 Budget	Spent as of 12/31/2022	Remaining Balance	Requested Carryover	Over (Under) Budget
Attorney	EPSON PROJECTOR		3,904.00		3,904.00	3,904.00	-
Attorney	LAW LIBRARY/OFFICE REMODEL		170,000.00		170,000.00	170,000.00	-
			173,904.00	-	173,904.00	173,904.00	-
Extension Services	DELL COMPUTER		866.00		866.00	866.00	-
			866.00	-	866.00	866.00	-
Facilities Maintenance	60" ROTARY BROOM		5,092.00		5,092.00	5,092.00	-
			5,092.00	-	5,092.00	5,092.00	-
Finance & Taxpayer Services	TAX/CAMA SOFTWARE-PHASE 2	Carryover to TAX/CAMA SOFTWARE-PHASE 3	245,953.00	12,513.00	233,440.00	233,440.00	-
Finance & Taxpayer Services	(6) SURFACE PRO TABLETS: APPRAISERS	Received 2022; Invoiced 2023	11,100.00	-	11,100.00	11,100.00	-
Finance & Taxpayer Services	COMPUTER (2021 Carryover)	Received 2022; Invoiced 2023	850.00	-	850.00	850.00	-
			257,903.00	12,513.00	245,390.00	245,390.00	-
Fleet	2013 FORD TAURUS (Fund Balance)	Ordered in 2022 to be delivered in 2023	24,780.00		24,780.00	24,780.00	-
Fleet	ELECTRIC CAR (2021 Carryover)	Ordered in 2022 to be delivered in 2023	33,000.00		33,000.00	33,000.00	-
Fleet	ELECTRIC CAR CHARGING STATION	Ordered in 2022 to be delivered in 2023	15,000.00		15,000.00	15,000.00	-
			72,780.00	-	72,780.00	72,780.00	-
Information Technology	IT CONFERENCE ROOM COMPUTER		800.00		800.00	800.00	-
Information Technology	PHONE CONFERENCE BRIDGE SERVER		2,500.00		2,500.00	2,500.00	-
Information Technology	COMPUTER FOR NEW EMPLOYEE		1,750.00		1,750.00	1,750.00	-
Information Technology	IT OFFICE AT LEC		800.00		800.00	800.00	-
Information Technology	VMWARE HOST SERVER (2017)	Replacement Cost \$20,000	15,278.00		15,278.00	20,000.00	4,722.00
Information Technology	VOICE FIREWALL (Fund Balance)		2,000.00		2,000.00	2,000.00	-
Information Technology	SECURITY SYSTEM HARDWARE UPGRADES		10,000.00		10,000.00	10,000.00	-
Information Technology	SWITCH PROJECT:LEC (2014)		38,696.00		38,696.00	38,696.00	-
Information Technology	NTWRK SWITCH REFRESH:GOV(2013)		10,000.00		10,000.00	10,000.00	-
Information Technology	SWITCH REFRESH:JUS (2013)		5,700.00		5,700.00	5,700.00	-
Information Technology	CISCO SWITCH:PHS (2011)		5,000.00		5,000.00	5,000.00	-
Information Technology	CISCO SWITCH:ATTY (2011)		5,000.00		5,000.00	5,000.00	-
Information Technology	CISCO SWITCH:COURTS (2011)		5,000.00		5,000.00	5,000.00	-
Information Technology	CISCO SWITCH:IT (2011)		5,000.00		5,000.00	5,000.00	-
Information Technology	CISCO SWITCH:SS (2011)		5,000.00		5,000.00	5,000.00	-
Information Technology	CISCO SWITCH:WELFARE (2011)		5,000.00		5,000.00	5,000.00	-
Information Technology	PW SWITCH (2014)		5,000.00		5,000.00	5,000.00	-
			122,524.00	-	122,524.00	127,246.00	4,722.00
Land Use Management	CANON SCANNER		2,852.00		2,852.00	2,852.00	-
Land Use Management	COPIER SCANNER	Include "IT Scanner" with this asset	6,111.00		6,111.00	7,211.00	-
Land Use Management	COMPUTER: IT SCANNER		1,100.00		1,100.00	-	N/A
			10,063.00	-	10,063.00	10,063.00	-

2022 CAPITAL PLAN CARRYOVERS

Department	Asset	Notes	2022 Budget	Spent as of 12/31/2022	Remaining Balance	Requested Carryover	Over (Under) Budget
Public Works	2007 TANDEM TRUCK W/SNOW PLOW	2022 Super Truck (Approved 4/5/22 Meeting)	223,885.00		223,885.00	268,567.00	44,682.00
Public Works	05 CAT 140H MOTOR GRADER	Potentially receive \$90K-\$110K for old grader	250,000.00		250,000.00	386,120.00	136,120.00
Public Works	ROLLER/COMPACTOR	Estimate as of 2/6/23	38,703.00		38,703.00	45,000.00	6,297.00
Public Works	2006 FORD F-150 2WD PICKUP	\$58,280 Milo Ford 2023 F150 SC 4x4	47,753.00		47,753.00	58,280.00	10,527.00
Public Works	2008 FORD PICKUP	\$55,939 McCarthy 2023 GMC Sierra	47,753.00	1,500.00	46,253.00	55,939.00	9,686.00
Public Works	CREWCAB PICK UP TRUCK	\$55,939 McCarthy 2023 GMC Sierra	69,694.00	1,500.00	68,194.00	55,939.00	(12,255.00)
Public Works	I-R P250WJD AIR COMPRESS	Estimate as of 2/6/23	28,009.00		28,009.00	35,000.00	6,991.00
Public Works	1986 FORD LT 9000 WATER TRUCK	\$77,271 quote for Water Tank Trailer	150,000.00		150,000.00	77,271.00	(72,729.00)
Public Works	4WD CHEVY EXT CAB TRUCK	\$58,280 Milo Ford 2023 F150 SC 4x4	50,000.00		50,000.00	58,280.00	8,280.00
Public Works	KENWORTH SIGN TRUCK	Box still not delivered: \$229,474	304,468.00	92,355.00	212,113.00	229,474.00	17,361.00
			1,210,265.00	95,355.00	1,114,910.00	1,269,870.00	154,960.00
Sheriff - ADC	(2) TASERS: ADC		4,000.00		4,000.00	3,358.00	(642.00)
			4,000.00	-	4,000.00	3,358.00	(642.00)
Sheriff - Civil/Patrol	#1725 GRAND CHEROKEE	#2221; Estimate with State Contract Pricing	35,000.00		35,000.00	46,211.75	11,211.75
Sheriff - Civil/Patrol	#1728 CHEVY TAHOE	#2222 Carryover \$43,355	43,000.00	2,127.69	40,872.31	43,355.00	2,482.69
Sheriff - Civil/Patrol	#1821 FORD EXPLORER	#2225 Carryover \$17,499	56,700.00	38,233.25	18,466.75	17,499.00	(967.75)
Sheriff - Civil/Patrol	POLE CAMERA (2016)		6,000.00		6,000.00	6,000.00	-
Sheriff - Civil/Patrol	GPS TRACKER: INVESTIGATIONS (2017)		1,200.00		1,200.00	1,200.00	-
Sheriff - Civil/Patrol	COMPUTER (2021 Carryover)	ADD TO 2023 CP COMPUTER FOR KELLY	1,000.00		1,000.00	1,000.00	-
Sheriff - Civil/Patrol	COMPUTER (2021 Carryover)	ADD TO 2023 CP COMPUTER FOR LERFALD	1,000.00		1,000.00	1,000.00	-
Sheriff - Civil/Patrol	COMPUTER (2021 Carryover)	ADD TO 2023 CP COMPUTER FOR HANSON	1,000.00		1,000.00	1,000.00	-
			144,900.00	40,360.94	104,539.06	117,265.75	12,726.69
Sheriff - Communications	CANNON FALLS TANK RECONDITIONING		50,000.00	43,356.16	6,643.84	32,184.00	25,540.16
Sheriff - Communications	CONSOLETTES (Oper)		48,000.00	900.00	47,100.00	49,548.00	2,448.00
			98,000.00	44,256.16	53,743.84	81,732.00	27,988.16
Sheriff - Seasonal B&W	SIDE SONAR: ALUMACRAFT BOAT		3,500.00		3,500.00	3,500.00	3,500.00
Sheriff - Seasonal B&W	SIDE SONAR: LOWE BOAT		3,500.00		3,500.00	3,500.00	3,500.00
Sheriff - Seasonal B&W	MUNSON BOAT (DIVE BOAT) 25%		51,515.00	50,067.00	1,448.00	1,448.00	1,448.00
			58,515.00	50,067.00	8,448.00	8,448.00	8,448.00
Surveyor/GIS	PICO DRILL		2,089.00		2,089.00	2,089.00	-
Surveyor/GIS	XEROX PRINTER		917.00		917.00	917.00	-
			3,006.00	-	3,006.00	3,006.00	-
Waste Management	30 CY BOX		8,148.00		8,148.00	14,775.00	6,627.00
Waste Management	VERTECH CONVEYOR		25,463.00		25,463.00	49,130.00	23,667.00
Waste Management	COMPARTMENT ROLLOFF (2012)		12,222.00		12,222.00	13,935.00	1,713.00
Waste Management	AMERICAN HORIZON BALER	\$145,490 Quote received	240,601.00		240,601.00	145,490.00	(95,111.00)
			286,434.00	-	286,434.00	223,330.00	(63,104.00)
				Totals	\$ 2,205,699.90	\$ 2,342,350.75	\$ 145,098.85

Goodhue County
2022 Carryover Requests for 2023
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="1"/>	Fill in highlighted boxes only
Department #	<input type="text" value="201"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6416"/>	
Project/Item Description	<input type="text" value="Ammunition"/>	
Justification for Carryover Request	<input type="text" value="We ordered the ammunition in the beginning of 2022, but because of the shortage of ammunition, we have not received our full order."/>	

- | | | |
|---|--|--------------------------|
| 1. Were any NEW funds included in the Approved 2023 Budget for this Project/Item? | Yes | No |
| | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | GO TO #2 | SKIP TO #3 |
| 2. Enter the amount from #1 here. | <input type="text" value="\$ 20,800"/> | |
| 3. What is the amount being requested as Carryover from the approved 2022 Budget ? | <input type="text" value="\$ 9,055"/> | |
| 4. NEW (ADJUSTED) 2023 Budget amount for this Project/Item (add lines 2 + 3): | <input type="text" value="\$ 29,855"/> | |

Kristine Holst
Submitted by:

1/31/2023
Date:

Submit form to Lucas Dahling
lucas.dahling@co.goodhue.mn.us
Deadline: February 1, 2023

Goodhue County
2022 Carryover Requests for 2023
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="1"/>	Fill in highlighted boxes only
Department #	<input type="text" value="201"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6432"/>	
Project/Item Description	<input type="text" value="Two Pepperball launchers at \$966 each and launcher parts at \$203."/>	
Justification for Carryover Request	<input type="text" value="This was ordered 3/1/22 and we didn't receive or get invoiced until January 2023."/>	

-
1. Were any NEW funds included in the Approved **2023 Budget** for this Project/Item?
- | | |
|-------------------------------------|--------------------------|
| Yes | No |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
3. What is the amount being requested as Carryover from the approved **2022 Budget**?
4. NEW (ADJUSTED) 2023 Budget amount for this Project/Item (add lines 2 + 3):

Kristine Holst
Submitted by:

1/31/2023
Date:

Submit form to Lucas Dahling
lucas.dahling@co.goodhue.mn.us
Deadline: February 1, 2023

Goodhue County
2022 Carryover Requests for 2023
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="1"/>	Fill in highlighted boxes only
Department #	<input type="text" value="207"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6301"/>	
Project/Item Description	<input type="text" value="SGTS maintenance contract"/>	
Justification for Carryover Request	<input type="text" value="We were only billed for quarter 1 and quarter 2 in 2022. We still need to be billed and pay for quarter 3 and quarter 4."/>	

-
1. Were any NEW funds included in the Approved **2023 Budget** for this Project/Item?
- | | |
|-------------------------------------|--------------------------|
| Yes | No |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
3. What is the amount being requested as Carryover from the approved **2022 Budget**?
4. NEW (ADJUSTED) 2023 Budget amount for this Project/Item (add lines 2 + 3):

Kristine Holst
Submitted by:

1/31/2023
Date:

Submit form to Lucas Dahling
lucas.dahling@co.goodhue.mn.us
Deadline: February 1, 2023

Goodhue County
2022 Carryover Requests for 2023
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="1"/>	Fill in highlighted boxes only
Department #	<input type="text" value="281-280"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6663"/>	
Project/Item Description	<input type="text" value="REP Grant Vehicle"/>	
Justification for Carryover Request	<input type="text" value="This vehicle was ordered in 2022 and we received and paid for the vehicle at the end of 2022. It is currently getting upfitted with the emergency equipment and we will be billed for that and the install in 2023."/>	

-
1. Were any NEW funds included in the Approved **2023 Budget** for this Project/Item?
- | | |
|----------------------|---|
| Yes | No |
| <input type="text"/> | <input checked="" type="text" value="X"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
-
3. What is the amount being requested as Carryover from the approved **2022 Budget**?
-
4. NEW (ADJUSTED) 2023 Budget amount for this Project/Item (add lines 2 + 3):
-

Kristine Holst
Submitted by:

1/31/2023
Date:

Submit form to Lucas Dahling
lucas.dahling@co.goodhue.mn.us
Deadline: February 1, 2023

Goodhue County
2022 Carryover Requests for 2023
Use this form for Operational Budget Carryovers only.

Fund #	<input type="text" value="3"/>	Fill in highlighted boxes only
Department #	<input type="text" value="310"/>	
Object # (e.g. 6669-Equipment > \$5k)	<input type="text" value="6321"/>	
Project/Item Description	<input type="text" value="Maintenance Projects
\$466,590 projects undeliverable in 2022
\$521,349 projects under contract - not completed"/>	
Justification for Carryover Request	<input type="text" value="Projects are scheduled/budgeted for a specific year, occasionally, due to circumstances beyond our control, we are not able to deliver the projects in the budgeted year. We have projects under contract that were carried over to 2023."/>	

-
1. Were any NEW funds included in the Approved **2023 Budget** for this Project/Item?
- | | |
|--------------------------------|----------------------|
| Yes | No |
| <input type="text" value="X"/> | <input type="text"/> |
| GO TO #2 | SKIP TO #3 |
2. Enter the amount from #1 here.
3. What is the amount being requested as Carryover from the approved **2022 Budget**?
4. NEW (ADJUSTED) 2023 Budget amount for this Project/Item (add lines 2 + 3):

Jess Greenwood - Assistant Engineer

Submitted by:

10-Feb-23

Date:

Submit form to Lucas Dahling
lucas.dahling@co.goodhue.mn.us
Deadline: February 1, 2023



BOARD OF COMMISSIONERS

FY 2022 4th Quarter Financial Report

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4th Quarter Financial Report - Revenues

<u>BUDGET VS. ACTUALS</u>	2022 Budget	2022 Actual	Percent of Budget	2021 %'s	
Taxes & Penalties	\$ 43,865,878	\$ 45,409,005	104%	104%	
Licenses & Permits	\$ 528,930	605,856	115%	147%	
Intergovernmental	\$ 24,916,045	27,560,867	111%	136%	A
Charges for Services	\$ 3,556,150	4,302,653	121%	117%	
Fines & Forfeitures	\$ 11,800	11,929	101%	76%	
Gifts & Contributions	\$ 18,000	29,949	166%	154%	
Interest	\$ 550,930	1,317,831	239%	142%	B
Other Revenues & Financing Sources	\$ 2,018,403	2,852,016	141%	121%	C
Transfers In	\$ 604,878	3,448,230	570%	321%	D
Total Revenues	\$ 76,071,014	\$ 85,538,336	112%	116%	
Planned Use of Fund Balance	\$ 4,106,704				
Adjusted Revenues	<u>\$ 80,177,718</u>				

<u>2021 VS. 2022</u>	2021 Actual	2022 Actual	Over/(Under) Prior Year (\$)	Over/(Under) Prior Year (%)	
Taxes & Penalties	\$ 42,669,045	\$ 45,409,005	\$ 2,739,960	6%	
Licenses & Permits	732,359	605,856	(126,503)	-17%	
Intergovernmental	29,187,813	27,560,867	(1,626,946)	-6%	
Charges for Services	4,233,637	4,302,653	69,016	2%	
Fines & Forfeitures	9,752	11,929	2,177	22%	
Gifts & Contributions	30,162	29,949	(213)	-1%	
Interest	871,753	1,317,831	446,078	51%	B
Other Revenues & Financing Sources	2,573,986	2,852,016	278,030	11%	
Transfers In	442,271	3,448,230	3,005,959	680%	D
Total Revenues	<u>\$ 80,750,778</u>	<u>\$ 85,538,336</u>	<u>\$ 4,787,558</u>	6%	

EXPLANATION SECTION

- A** \$4.5M Coronavirus Local Fiscal Recovery.
- B** Interest \$700k over budget. See investments tab for further details.
- C** \$250k Opioid Settlement Receipts. Settlement payments expected to be received for 18 years.
- D** \$2.1M Inter-Fund transfer for landfill utilizing ARPA money.

4th Quarter Financial Report - Expenses

<u>BUDGET VS. ACTUALS</u>	2022 Budget	2022 Actual	Percent of Budget	2021 %'s	
Public Assistance	\$ 6,258,615	\$ 6,217,404	99%	94%	
Personnel Services	36,135,768	34,303,064	95%	97%	
Services & Charges	22,227,394	21,385,957	96%	92%	
Supplies & Materials	2,436,134	2,936,645	121%	106%	
Capital Outlay	6,192,588	4,019,092	65%	56%	A
Debt Service	1,847,424	1,819,779	99%	97%	
Other Expenses	2,429,943	3,266,614	134%	152%	
Transfers Out	604,878	3,573,230	591%	321%	B
Total Expenses	<u>\$ 78,132,744</u>	<u>\$ 77,521,785</u>	99%	96%	
Future Fund Balance	<u>\$ 2,044,974</u>				
Adjusted Expenses	<u><u>\$ 80,177,718</u></u>				

<u>2020 VS. 2021</u>	2021 Actual	2022 Actual	Over/(Under) Prior Year (\$)	Over/(Under) Prior Year (%)	
Public Assistance	\$ 5,992,159	\$ 6,217,404	\$ 225,245	4%	
Personnel Services	34,332,714	34,303,064	(29,650)	0%	
Services & Charges	21,243,658	21,385,957	142,299	1%	
Supplies & Materials	2,307,253	2,936,645	629,392	27%	
Capital Outlay	1,776,666	4,019,092	2,242,426	126%	A
Debt Service	1,817,161	1,819,779	2,618	0%	
Other Expenses	3,492,331	3,266,614	(225,717)	-6%	
Transfers Out	442,272	3,573,230	3,130,958	708%	B
Total Expenses	<u>\$ 71,404,214</u>	<u>\$ 77,521,785</u>	<u>\$ 6,117,571</u>	9%	

EXPLANATION SECTION

A Amounts budgeted and spent fluctuate based on capital plan and timing of projects completed.

B \$2.1M Inter-fund transfer for landfill utilizing ARPA money.

**General Fund
Fund Balance Report (Cash Basis)
December 2022 (Final)**

Cash on Hand - General Fund	\$ 34,328,197.84
Restrictions	(6,653,069.80)
Commitments	(2,914,113.39)
Assignments	(3,112,092.39)
Unassigned Fund Balance (Cash on Hand)	\$ 21,648,922.26

Restrictions	2021 Balance	2022 Levy	2022 Revenues	2022 Expenses	2022 Activity (net)	Balance 12/31/2022
Unclaimed Funds	\$ 589.94	\$ -	\$ 764.57	\$ 166.05	\$ 598.52	\$ 1,188.46
Gravel Pit Closure/Restoration	305,728.73	-	25,328.55	-	25,328.55	331,057.28
ARP - American Rescue Plan	4,407,854.09	-	4,500,501.00	4,825,723.95	(325,222.95)	4,082,631.14
Local Assistance and Tribal Consistency	-	-	50,000.00	-	50,000.00	50,000.00
Law Library	260,075.90	-	86,746.83	36,753.76	49,993.07	310,068.97
Attorney's Forfeiture Fund	27,861.91	-	7,778.20	-	7,778.20	35,640.11
Attorney Victim/Witness Assistance	6,058.23	-	496.54	368.48	128.06	6,186.29
Drug Treatment Court	271,367.08	100,000.00	106,196.00	113,410.64	92,785.36	364,152.44
Recorder's Technology Fund	122,951.65	-	86,810.00	61,419.99	25,390.01	148,341.66
Recorder's Compliance Fund	232,989.02	-	95,491.00	77,995.27	17,495.73	250,484.75
Veterans Operational Grant	8,453.62	-	9,387.16	11,088.12	(1,700.96)	6,752.66
Veterans Transportation (donations)	(3,729.67)	-	20,706.49	42,503.62	(21,797.13)	-
Buffer Initiative	253,871.00	-	109,346.00	70,150.00	39,196.00	293,067.00
Aquatic Invasive Species Prevention	263,369.51	-	63,172.00	103,897.97	(40,725.97)	222,643.54
Sheriff's Forfeiture Fund	-	-	-	-	-	-
Sheriff CounterAct	22,559.80	-	5,021.12	4,633.88	387.24	22,947.04
Sheriff's K-9 Account (donations)	18,713.00	-	1,640.00	-	1,640.00	20,353.00
Gun Permit Application Fees	60,624.78	-	49,690.00	49,614.49	75.51	60,700.29
Sheriff's Contingency	565.00	-	4,400.50	4,115.50	285.00	850.00
Enhanced 911 System	313,546.58	-	297,099.46	270,759.10	26,340.36	339,886.94
Correction Service Fee	18,756.00	-	4,470.00	1,661.00	2,809.00	21,565.00
Local Correctional Fees (Adult)	59,684.93	-	54,868.30	30,000.00	24,868.30	84,553.23
Restricted Fund Balance	\$ 6,651,891.10	\$ 100,000.00	\$ 5,579,913.72	\$ 5,704,261.82	\$ (24,348.10)	\$ 6,653,069.80

Commitments	2021 Balance	2022 Levy	2022 Revenues	2022 Expenses	2022 Activity (net)	Balance 12/31/2022
Land Use/Environmental Ordinance	\$ 158,496.50	\$ -	\$ 17,652.86	\$ -	\$ 17,652.86	\$ 176,149.36
Petty Cash Change Funds	1,675.00	-	100.00	-	100.00	1,775.00
Employee Wellness Committee	6,816.40	-	6,493.68	2,266.96	4,226.72	11,043.12
Byllesby Dam	18,216.24	-	-	4,871.00	(4,871.00)	13,345.24
Compensated Absences	161,527.36	375,000.00	254,107.00	372,933.90	256,173.10	417,700.46
27th Payroll	671,741.00	225,000.00	-	-	225,000.00	896,741.00
Tax Court Settlements	226,500.00	-	-	-	-	226,500.00
Natural, tech, human-caused hazards	1,000,000.00	-	-	-	-	1,000,000.00
Tax Forfeited Property Funding	4,085.50	-	175,643.28	8,869.57	166,773.71	170,859.21
Committed Fund Balance	\$ 2,249,058.00	\$ 600,000.00	\$ 453,996.82	\$ 388,941.43	\$ 665,055.39	\$ 2,914,113.39

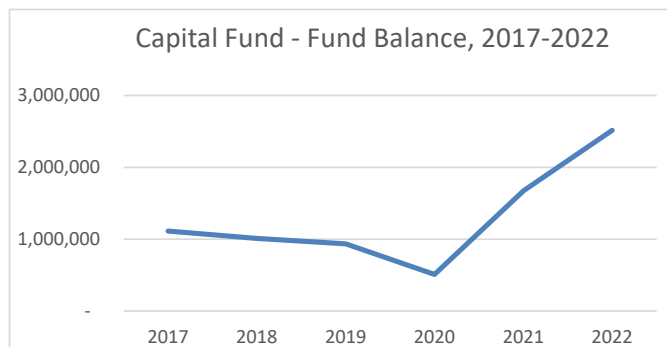
Assignments	2021 Balance	2022 Levy	2022 Revenues	2022 Expenses	2022 Activity (net)	Balance 12/31/2022
Election Activities	\$ 108,535.67	\$ 35,642.00	\$ 71,802.39	\$ 166,945.62	(59,501.23)	49,034.44
County Motor Pool	128,336.62	-	74,065.25	83,259.42	(9,194.17)	119,142.45
Inmate Improvement Fund	106,000.12	-	40,890.04	38,748.54	2,141.50	108,141.62
Employee Training & Development	(7,900.20)	15,000.00	7,374.04	28,019.39	(5,645.35)	-
Radio Tower Repairs	63,593.88	20,000.00	-	13,292.00	6,708.00	70,301.88
County Program Aid Contingency	1,518,111.00	-	-	-	-	1,518,111.00
Building Contingencies	1,327,784.00	-	-	80,423.00	(80,423.00)	1,247,361.00
Assigned Fund Balance	\$ 3,244,461.09	\$ 70,642.00	\$ 194,131.72	\$ 410,687.97	\$ (145,914.25)	\$ 3,112,092.39

4th Quarter Financial Report - Capital Plan

2022 CAPITAL PLAN REPORT - SUMMARY					
Through Q4	Budget Request	Capital Carryovers & Bonding Plan Adjustments	Final Budget	Amount Expended	Budget Balance
2022	\$ 3,089,768	\$ 1,361,305	\$ 4,451,073	\$ 2,473,010	\$ 1,941,746
2021	\$ 2,521,134	\$ 519,916	\$ 3,041,050	\$ 1,674,480	\$ 1,366,570
2020	\$ 2,876,560	\$ 430,883	\$ 3,307,443	\$ 2,830,341	\$ 477,102
2019	\$ 2,819,135	\$ 61,454	\$ 2,880,589	\$ 2,380,002	\$ 500,587
2018	\$ 1,263,021	\$ 120,426	\$ 1,383,447	\$ 1,457,669	\$ (74,222)
2017	\$ 2,059,241	\$ 1,017,698	\$ 3,076,939	\$ 3,183,190	\$ (106,251)

	2022 Budget Request	2021 Capital Carryovers	2022 Final Budget	2022 Amount Expended	2022 Budget Balance
Administration	1,579	1,550	3,129	4,852	(1,723)
Attorney	3,904	185,550	189,454	11,548	177,906
Courts	28,009	-	28,009	27,942	67
Court Services	866	-	866	929	(63)
Election	-	-	-	124,385	(124,385)
Extension	1,732	-	1,732	1,392	340
Facilities Maintenance	38,102	171,190	209,292	423,901	(214,609)
Finance & Taxpayer Services	152,672	123,487	276,159	19,576	256,583
Fleet	24,780	48,000	72,780	-	72,780
Health & Human Services	65,349	-	65,349	28,588	444
Human Resources	1,579	-	1,579	6,358	(4,779)
Information Technology	256,805	163,896	420,701	75,129	345,572
Planning/Building/Zoning/EH	12,323	33,450	45,773	33,432	12,341
Public Works	923,725	304,468	1,228,193	119,036	1,109,157
Recorder	27,500	-	27,500	-	27,500
<u>Sheriff:</u>					
ADC	89,150	10,850	100,000	244,623	(144,623)
Civil/Patrol Division	752,385	71,313	823,698	671,383	152,315
Dispatch	-	-	-	50,511	(50,511)
Communication Infrastructure	188,797	-	188,797	132,560	56,237
Seasonal B&W	113,315	3,000	116,315	116,060	255
Surveyor/GIS	3,006	3,950	6,956	3,014	3,942
Veterans Services	1,760	-	1,760	1,346	414
Waste Management	402,430	240,601	643,031	376,444	266,587
Total Capital Plan Budget	\$ 3,089,768	\$ 1,361,305	\$ 4,451,073	\$ 2,473,010	\$ 1,941,746
Operating Levy	(195,317)	-	(195,317)	(106,685)	(88,632)
Unassigned Fund Balance	(398,604)	-	(398,604)	-	(398,604)
	\$ 2,495,847	\$ 1,361,305	\$ 3,857,152	\$ 2,366,326	\$ 1,454,510

	2022
2022 Balance Forward	\$ 1,674,166
<u>Funding Sources:</u>	
Tax Settlement & Related Aids	2,506,476
Sale of Capital Assets (net)	7,593
Energy Rebates	600
Other Reimbursements	831
Transfers: Other Revenue Sources	799,057
2022 Plan Purchases	(2,473,010)
12/31/2022	\$ 2,515,713



4th Quarter Financial Report - Investments

Investment Type & Institution	Amount	Yield	Weighted Return	% of Portfolio	Investment Type Totals	% of Portfolio	Investment Type Yield
Checking/Savings - Wells Fargo	\$ 4,514,153	4.09%	0.243%	5.951%	\$ 4,525,245	5.97%	4.081%
Checking/Savings - Merchants Bank	\$ 11,092	0.40%	0.000%	0.015%			
Money Markets - MAGIC	\$ 33,750,777	4.51%	2.007%	44.494%	\$ 34,126,417	44.99%	4.489%
Money Markets - Local Banks	\$ 48,670	0.43%	0.000%	0.064%			
Money Markets - RBC	\$ 326,970	2.95%	0.013%	0.431%			
Money Markets - Wells Fargo	\$ -	4.09%	0.000%	0.000%			
CD's - Local Banks	\$ 6,178,228	2.28%	0.185%	8.145%			
CD's - Direct Purchase in MN	\$ 3,662,779	2.24%	0.108%	4.829%	\$ 23,841,008	31.43%	2.409%
CD's - Direct Purchase in US	\$ 3,185,000	2.79%	0.117%	4.199%			
CD's - MBS	\$ 4,100,000	2.80%	0.151%	5.405%			
CD's - RBC	\$ 6,715,000	2.20%	0.195%	8.852%			
Government Securities - MBS	\$ 1,500,000	2.31%	0.046%	1.977%			
Government Securities - RBC	\$ 2,525,000	1.76%	0.059%	3.329%	\$ 13,362,425	17.62%	2.804%
Government Treasuries - RBC	\$ 9,330,000	3.17%	0.389%	12.300%			
Bonds - Wells Fargo	\$ 7,425	1.60%	0.000%	0.010%			
Totals	\$ 75,855,095		3.514%	100.000%	\$ 75,855,095	100.00%	3.514%

