

**Finance, Expenditure & Legal  
Subcommittee Meeting  
November 8, 2005  
7:00 p.m.  
Agenda**

**Finance, Expenditure & Legal Subcommittee Members:**

Dick Connealy, Chairperson  
Tim Fowler, Vice-Chairperson  
John Conley  
Dorothy Lanphier  
Jim Thompson

Alternate Members: John Schwope  
Rich Tesar

Staff Liaison: Jim Becic  
Jerry Herbster  
Jack Lawless  
Trent Heiser \*

1. Meeting Called to Order – Chairperson Connealy
2. Quorum Call
3. Adoption of Agenda
4. Proof of Publication of Meeting Notice
5. Review and Recommendation on P-MRNRD 2005 Audit – Jerry Bland, Bland Associates, and Jack Lawless
6. Review and Recommendation on Account(s) Over 110% - Acct #01 01 00 4636 – Dakota County Service Center – Ralph Puls
7. Review and Recommendation on Lower Decatur Bend Purchase Agreements [*Executive Session, if needed*] – Don Doty, NRCS – Wetland Reserve Enhancement Project; and, Jim Becic
  - a. Tobin
  - b. Williams
  - c. Olson
8. Adjourn

Agenda Item 5 – FY 2005 Audit posted under “Attachments”

# MEMORANDUM

**TO:** Finance, Expenditure and Legal Subcommittee

**FROM:** Ralph Puls, Land and Water Programs Coordinator

**SUBJECT:** Dakota County Service Center Account Over 110%  
Account #01 01 00 4636

**DATE:** October 31, 2005

It was anticipated that the construction of the Dakota County Service Center would be completed and all invoices would be paid prior to the end of Fiscal Year 2005. However, even though the work was nearly completed and the building occupants moved in on the first of June, the Final Payment was withheld because some minor work remained to be done after the building was deemed to be substantially completed on May 31, 2005. This work consisted of the installation of some interior and exterior signage and the installation of vertical blinds in the USDA conference room. The work was delayed because the signage was not immediately available and had to be back ordered. The cost of this work amounted to \$3,273.00. Retainage (5%), in the amount of \$48,657.40 was the major item in the October payment. This was money that was earned by the contractor for work completed, or for materials delivered, but was withheld from payment until the architect was satisfied that all work was completed per the contract specifications. In retrospect, a line item for construction of the Dakota County Service Center should have been continued in the FY 2005 Budget with an amount of funding included to cover situations such as the one that occurred.

Attached is a summary sheet for your information that lists some of the pertinent information about the construction of the Dakota County Service Center, including the final cost of construction, \$976,421.00. This compares favorably with the amount budgeted in FY 2005 of \$958,000.00.

**It is recommended that the Subcommittee recommend to the Board that Account #01 01 00 4636 be allowed to exceed 110% of the budgeted amount.**

Memo(s) for the following agenda item(s) are posted under “Confidential”

Agenda Item #7: Review and Recommendation on Lower Decatur  
Bend Purchase Agreements