



Dakota County

General Government and Policy Committee of the Whole

Agenda

Tuesday, May 7, 2024

9:30 AM

**Conference Room 3A, Administration
Center, Hastings**

(or following County Board)

If you wish to speak to an agenda item or an item not on the agenda, please notify the Clerk to the Board via email at CountyAdmin@co.dakota.mn.us
Emails must be received by 7:30am on the day of the meeting.
Instructions on how to participate will be sent to anyone interested.

1. Call To Order And Roll Call

Note: Any action taken by this Committee of the Whole constitutes a recommendation to the County Board.

2. Audience

Anyone in the audience wishing to address the Committee on an item not on the agenda or an item on the consent agenda may come forward at this time. Comments are limited to five minutes.

3. Approval Of Agenda (Additions/Corrections/Deletions)

3.1 Approval of Agenda (Additions/Corrections/Deletions)

CONSENT AGENDA

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on April 23, 2024

5. County Board/County Administration

5.1 *County Board* - 2024 Board Priorities First Quarter Update

REGULAR AGENDA

6. County Board/County Administration

6.1 *Office Of The County Manager* - Legislative Update

6.2 *Office Of The County Manager* - Discussion On Future County Financial Commitments To Dakota 911

7. Enterprise Finance and Information Services

7.1 *Finance* - Update On American Rescue Plan Act Funding

8. Public Services And Revenue

8.1 *Library* - Update On Library Strategic Planning

9. County Manager's Report

10. Future Agenda Items

11. Adjournment

11.1 Adjournment

For more information, call 651-438-4417

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<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>
Public Comment can be sent to CountyAdmin@co.dakota.mn.us**



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3388

Agenda #: 3.1

Meeting Date: 5/7/2024

Approval of Agenda (Additions/Corrections/Deletions)



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3389

Agenda #: 4.1

Meeting Date: 5/7/2024

Approval of Minutes of Meeting Held on April 23, 2024



Dakota County

General Government and Policy Committee of the Whole

Minutes

Tuesday, April 23, 2024

10:00 AM

**Conference Room 3A, Administration
Center, Hastings**

(or following Regional Railroad Authority)

1. Call To Order And Roll Call

The meeting was called to order at 10:30 a.m. by Chair Workman. Commissioner Halverson arrived to the meeting at 10:33 a.m.

Present

Commissioner Mike Slavik
Commissioner Joe Atkins
Commissioner Laurie Halverson
Commissioner William Droste
Commissioner Liz Workman
Commissioner Mary Liz Holberg
Commissioner Mary Hamann-Roland

Also in attendance were Matt Smith, County Manager; Tom Donely, First Assistant County Attorney; and Jeni Reynolds, Sr. Administrative Coordinator to the Board.

The audio recording of this meeting is available upon request.

2. Audience

Chair Atkins noted that all public comments can be sent to CountyAdmin@co.dakota.mn.us. No comments were received for this agenda.

3. Approval Of Agenda (Additions/Corrections/Deletions)

3.1 Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: Joe Atkins

Ayes: 6

Commissioner Slavik, Commissioner Atkins, Commissioner Droste,
Commissioner Workman, Commissioner Holberg, and Commissioner
Hamann-Roland

Excused: 1

Commissioner Halverson

CONSENT AGENDA

On a motion by Commissioner Atkins, seconded by Commissioner Slavik, the Consent

agenda was approved as follows:

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on April 9, 2024 and April 16, 2024

Motion: Joe Atkins

Second: Mike Slavik

Ayes: 6

Commissioner Slavik, Commissioner Atkins, Commissioner Droste,
Commissioner Workman, Commissioner Holberg, and Commissioner
Hamann-Roland

Excused: 1

Commissioner Halverson

REGULAR AGENDA

5. County Board/County Administration

5.1 Legislative Update

Intergovernmental Analyst Nathan Hanson introduced this item. Dan Dwight with Stinson gave a lobbyist update. Nathan presented on the following topics and responded to questions: meetings and events, community project funding, and SF4267 - requiring Metropolitan Council to design, construct, and fund certain aspects of bus rapid transit projects.

This item was on the agenda for informational purposes only.

Information only; no action requested.

5.2 Update On Executive Search To Fill Pending County Manager Vacancy

Employee Relations Director Andy Benish and Bart Fischer with David Drown and Associates briefed this item and responded to questions. A process overview and update was given regarding applicants. Additional discussion will be held at a future General Government Committee of the Whole meeting. This item was on the agenda for informational purposes only.

Information only; no action requested.

6. County Manager's Report

No report given.

7. Future Agenda Items

A brief discussion was held on the following topics:

- upcoming revisions to meeting dates to include a work session with Metropolitan Council on June 11.
- future discussion regarding proclamations.
- future discussion on new staff introductions.

8. Adjournment

8.1 Adjournment

Motion: Mike Slavik

Second: Mary Hamann-Roland

On a motion by Commissioner Slavik, seconded by Commissioner Hamann-Roland, the meeting was adjourned at 11:25 a.m.

Ayes: 7

Respectfully submitted,
Jeni Reynolds
Sr. Administrative Coordinator to the Board



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3365

Agenda #: 5.1

Meeting Date: 5/7/2024

DEPARTMENT: Office of the County Manager

FILE TYPE: Consent Information

TITLE

2024 Board Priorities First Quarter Update

PURPOSE/ACTION REQUESTED

Receive an update on the first quarter of the 2024 Board Priorities.

SUMMARY

The County Board identifies priority areas each year and tracks their progress throughout the year. With the first quarter of 2024 complete, a status update of these board priorities is attached (Attachment: 2024 Board Priorities Q4 Update).

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

- ☒ None ☐ Current budget ☐ Other
☐ Amendment Requested ☐ New FTE(s) requested

RESOLUTION

Information only; no action requested.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: 2024 Board Priorities Q1 Updates

BOARD GOALS

- ☒ A Great Place to Live ☐ A Healthy Environment
☐ A Successful Place for Business and Jobs ☐ Excellence in Public Service

CONTACT

Department Head: Matt Smith

Author: Gaonou Vang



2024 Board Priorities – First Quarter Update

Table of Contents

	No.	Title	Division
		Action Items	
●	1	Role of County Government	
●		a. Solid Waste Management Plan	PDD
●		b. Park System Plan +	PDD
●		c. Library Strategic Plan	PS&R
●		d. Future Dakota 911 role and funding	County Admin
●	2	Housing	
●		a. Develop a Strategy for the Allocation of State Housing Funds +	CSD/CDA
●		b. Refine Housing Business Plan	CSD/PDD
●	3	Economic Development	
●		a. Revisit current County roles and practices through an Economic Development lens	PDD/CDA
●		b. Collaborate with cities on strategic infrastructure and land development (RIG)	PDD/CDA
●	4	Budget and Finance	
●		a. Determine future capital finance strategies	EFIS
●		b. Implement revisions to budget process & calendar	County Admin
●	5	Health and Accessibility	
●		a. Family Resource Center Study and next steps	CSD
●		b. Community Health Improvement Plan	CSD
		Monitoring Items	
●	6	2024 Elections	PS&R
●	7	2024 Legislative Priorities	County Admin
●	8	Capital Improvement Projects	PDD
●	9	Freeway Landfill	PDD
●	10	Opioid Settlement	CSD
●	11	Planning for New County Website	EFIS/County Admin



2024 Board Priorities – First Quarter Update

1a) Solid Waste Management Plan

Responsible Division(s): Physical Development Division (PDD)

Background Information:

Purpose

Update the County's Solid Waste Management Plan using county staff and contracted resources to conduct stakeholder engagement and develop the 2024-2044 Dakota County Solid Waste Plan as required by the Minnesota Pollution Control Agency (MPCA).

Goals

Revise the Dakota County Solid Waste Plan which provides strategic direction for County solid waste programming to meet statutory requirements.

Quarterly Milestones:

Q1: Develop draft strategies based on MPCA's final Metropolitan Solid Waste Management Policy Plan.

Q2: Engage stakeholders and community partners on draft strategies.

Q3: Refine plan strategies and development of draft plan and seek County Board authorization for public comment on the draft plan.

Q4: Refine the draft plan based on public comments and seek County Board authorization for approval and submittal to the MPCA.

Action or Monitoring Designation: Action

Resource Requirements:

Stakeholder engagement contractor, Office of Planning, Environmental Resources, Communications Office

List of Partners:

MPCA, cities/townships, schools, businesses, waste haulers and facilities, community groups, residents, non-profits, Dakota County Planning Commission, County Board

● Status

Q1 Narrative:

The Minnesota Pollution Control Agency (MPCA) adopted their Metropolitan Solid Waste Management Policy Plan (Metropolitan Policy Plan) on January 30, 2024. Metro counties are



2024 Board Priorities – First Quarter Update

required by state law to submit revised county solid waste plans to the MPCA within 9 months of adoption of their plan to follow the Metropolitan Policy Plan, which means a revised Dakota County plan must be submitted by October 30, 2024. The Metropolitan Policy Plan includes required and optional strategies for counties to select from to get to a minimum point value that must be included in county plans.

An RFP was released, and a stakeholder engagement contractor (Zan Associates) was hired to engage under-represented residential and business groups. Staff developed a plan for Round 2 engagement (April) for residents, businesses, schools, municipalities, and waste industry, which will include online and in-person feedback methods and will focus on how Metropolitan Policy Plan strategies might work in Dakota County.

Q1 Partner Update

On March 19, staff presented to the Physical Development Committee of the Whole on the proposed plan revision process and the Metropolitan Policy Plan's new emphasis areas and strategies metro counties must include in revised plans. On March 28, staff presented the Planning Commission on the proposed plan revision process and staff proposed policy framework and the proposed initial set of Metropolitan Policy Plan strategies selected for the county's plan.



2024 Board Priorities – First Quarter Update

1b) Park System Plan +

Responsible Division(s): PDD

Background Information:

Purpose

Update the 2030 Park System Plan goals and vision (adopted in 2008, term 10 years) to a 2050 Vision Plan for Parks, Greenways and Natural Systems to set the policy foundation for parks, greenways, land protection, visitor services, natural resource restoration, and cultural landscape preservation in Dakota County for the coming years.

Goals

*Adopt a 2050 Vision Plan for Parks, Greenways, and Natural Systems in 2024.
Providing guidance for updating the Visitor Services Plan and the Natural Resource Management System Plan (parks operational plans) in 2025.*

Quarterly Milestones

Q1: Project scoping, release RFP for consultant, begin vision discussions with the Physical Development Committee.

Q2: Execute consultant contract, continue vision discussions with the Physical Development Committee.

Q3: Prepare and present draft to Physical Development Committee.

Q4: Adopt 2050 Vision Plan for Parks, Greenways and Natural Systems.

Action or Monitoring Designation: Action

Resource Requirements:

Planning consultant. Contracts with cultural liaisons for community engagement.

List of Partners:

None.

Status

Q1 Narrative:

RFP went out and staff will be facilitating interviews for the consultant on 4/12/24.

Discussions with the board on vision started at the March PDC meeting.



2024 Board Priorities – First Quarter Update

1c) Library Strategic Plan

Responsible Division(s): Public Services and Revenue (PS&R)

Background Information:

Purpose

This plan will help the library set direction and goals for the next three years. During the development of this plan, the library will work to connect with underserved communities.

Goals

To develop a three-year plan which will establish the goals and strategies for the library.

Quarterly Milestones:

Q2: Update board prior to starting community engagement.

Q4: Bring completed plan to board.

Action or Monitoring Designation: Action

Resource Requirements:

Library staff time. Consultant costs are being paid for with MELSA funding.

List of Partners:

Terra Luna Consultants. Community partners to be determined.

Status

Q1 Narrative:

A consultant has been identified and contract with Terra Luna has been signed. Staff team has been identified. Meetings with Terra Luna and staff team will begin in March.



2024 Board Priorities – First Quarter Update

1d) Future Dakota 911 role and funding

Responsible Division(s): County Admin

Background Information:

Purpose

Develop and adopt Board policy on the County's future financial responsibility for Dakota911, in collaboration with other JPA members, and incorporate into the 2025 budget and levy.

Goals

Define the County financial relationship and responsibility for Dakota911 for the 2025 and future budget years.

Quarterly Milestones:

Q1: Establish working group of County and City representatives to develop recommendations for 2025 and future member contribution levels.

Q2: Working group develops recommendations on future member contributions.

Q3: County Board develops position on County funding for Dakota911.

Q4: County Board adopts 2025 Dakota911 funding as part of the 2025 County budget and levy.

Action or Monitoring Designation: Action

Resource Requirements:

Staff and commissioner(s) time to participate in discussions with other JPA members, and to evaluate alternatives.

List of Partners:

Dakota911 JPA members, Dakota911 staff, Dakota911 Fiscal Agent (Lakeville)



Status

Q1 Narrative:

The working group met for the first time on March 26 to discuss the County's contribution towards Dakota 911's fixed costs.



2024 Board Priorities – First Quarter Update

2a) Develop a Strategy for the Allocation of State Housing Funds +

Responsible Division(s): Community Services Division (CSD), Dakota County Community Development Agency (CDA)

Background Information:

Purpose

Dakota County will receive significant funding over the next several years in the form of new State and Local Affordable Housing Aid. These resources present a unique opportunity to address immediate needs and gaps across the housing continuum and invest in long-term solutions that reduce future instances of housing instability or homelessness for Dakota County residents.

Goals

Develop a 5-year plan for allocating affordable housing aid in alignment with Dakota County's refreshed Housing Business Plan.

Quarterly Milestones

Q1: Hold Board Workshop to discuss gaps and opportunities across the housing continue, including staff recommendations for use of affordable housing aid.

Q2: Refine recommendations and present 5-year plan for Board consideration and decision-making.

Q3: TBD, pending Board feedback and decision-making.

Q4: TBD, pending Board feedback and decision-making.

Action or Monitoring Designation: Action

Resource Requirements:

Staff time (CS/CDA) to research needs and develop specific recommendations. State and local affordable housing aid.

List of Partners:

Internal: Community Services, Physical Development, County Attorney's Office, Communications, Budget, etc.

External: Community Development Agency, cities, community partners, faith leaders, people experiencing homelessness, etc.

● **Status**



2024 Board Priorities – First Quarter Update

Q1 Narrative:

Held Board Workshop on March 27, 2024 to discuss gaps and opportunities across the housing continue, including staff recommendations for use of affordable housing aid.



2024 Board Priorities – First Quarter Update

2b) Refine Housing Business Plan

Responsible Division(s): CSD & PDD

Background

Purpose

Dakota County developed a Housing Business Plan to help coordinate housing programs between the County and CDA. The plan needs to be refreshed to reflect current and future housing needs for Dakota County.

Goal

Update Dakota County's Housing Business Plan to include strategic goals, projects, and investments planned between 2024 - 2028, including in the areas of:

- *Homelessness prevention*
- *Emergency shelter development*
- *Affordable housing and housing stability services*

Quarterly Milestones:

Q1:

Housing Business Plan (overall):

Hold Board Workshop to discuss gaps and opportunities across the housing continuum, including staff recommendations for new and continued investments.

Shelter:

Begin engaging cities and the public related to shelter development.

Q2:

Housing Business Plan (overall):

Refine recommendations and present 5-year plan for Board consideration and decision-making.

Shelter:

Continue public engagement process, including solidifying plans for a committee to review and prioritize potential shelter sites.

Q3:

Housing Business Plan (overall):

TBD, Board feedback and decision-making.

Shelter:

Committee begins meeting to review potential sites.

Q4:

Housing Business Plan (overall):

TBD, pending Board feedback and decision-making.



2024 Board Priorities – First Quarter Update

Shelter:

Committee continues meeting to review potential sites (with goal to make recommendation in early to mid-2025)

Action or Monitoring Designation: Action

Resource Requirements: Staff time (CS/CDA) to research needs and develop specific recommendations. Federal/state/and local funding to implement housing plans.

List of Partners:

Internal: Community Services, Physical Development, County Attorney's Office, Communications, Budget, etc.

External: Community Development Agency, cities, community partners, faith leaders, law enforcement, people experiencing homelessness, etc.

● Status

Q1 Narrative:

Housing Business Plan (overall):

Held Board Workshop on March 27, 2024 to discuss gaps and opportunities across the housing continuum, including staff recommendations for new and continued investments.

Shelter:

Developed public engagement materials. Board of Commissioners started engaging cities related to shelter development.



2024 Board Priorities – First Quarter Update

3a) Revisit current County roles and practices through an Economic Development lens

Responsible Division(s): PDD & CDA

Background

Purpose

To ensure that county policies support economic development and growth whenever feasible.

Goal

Updates to current county policies and development of additional policies to address foreseeable issues related to Economic Development.

Quarterly Milestones:

Q1: Gather data related to other County Costs Share Policies.

Q2: Compare and analyze cost share policies with other Metro Counties and identify potential changes for County Board consideration.

Q3: Discuss at the Economic Development County Board Strategic Planning Session.

Q4: Revise Policies as directed by the County Board.

Action or Monitoring Designation: Action

Resource Requirements: Staff time, local government feedback.

List of Partners: CDA, cities and townships

Status

Q1 Narrative:

County staff have gathered information related to other metro county cost share policies related to Transportation infrastructure.

Q1 Partner Update:

Partners (other Metro Counties) have provided their transportation infrastructure cost share policies.



2024 Board Priorities – First Quarter Update

3b) Explore opportunities for Collaborating with Potential Partners on Strategic Infrastructure and Land Development

Responsible Division(s): PDD/CDA

Background Information:

Purpose

Ensure that infrastructure investments (roads, trails, communications, housing, brownfield cleanup, etc.) are coordinated with other local governments and potential partners.

Goals

Review and update county policies and practices, as deemed appropriate by the County Board, related to the County's role in infrastructure and land development.

Quarterly Milestones:

Q1: Identify Existing County Policies and Practices related to Infrastructure and Land Development for possible review and update and obtain and review similar policies and practices from other organizations.

Q2: Continue work on milestones identified in Q1.

Q3: Discuss County Infrastructure and Land Development Policies and Practices with the County Board at the Economic Development Strategic Priorities Workshop to obtain direction.

Q4: Work with partners to revise policies and practices, where applicable, based on County Board direction.

Action or Monitoring Designation: Action

Resource Requirements: Staff time. County Board direction.

List of Partners: CDA and local government

Status

Q1 Narrative:

Current Dakota County cost share policies related to transportation infrastructure, transportation advanced funding and current greenway cost share practices have been collected. Specific dates for discussion of each element have been identified on the Board



2024 Board Priorities – First Quarter Update

Planning Calendar. Discussions are scheduled for PDC and County Board Strategic Planning meetings between March and July 2024.



2024 Board Priorities – First Quarter Update

4a) Determine Future Capital Finance Strategies

Responsible Division(s): Enterprise Finance and Information Services (EFIS)

Background Information:

Purpose

The recent practice of paying cash for the County's share of capital projects is unlikely to be sustainable over the long term, without either limiting future construction, raising property taxes, or reducing other locally funded operations. Create a tool or plan for the County Board to use to help determine the direction and mix of funding for future capital projects.

Goals

Develop a 5-year financial plan incorporating a comprehensive view of taxes, other revenues, and capital projects and financing. Develop a long-term capital financing strategy to align with the CIP, with appropriate use of debt where it makes sense. Develop goals and plans for long-term use of and reliance on the various County controlled revenues (levy, host fees, transportation taxes, fees/charges, etc.) versus outside (primarily state/federal) revenues, considering flexibility of use, administrative costs, and impacts on County residents.

Quarterly Milestones:

Q1: Issue RFP for Financial Advisory Services. Execute contract with financial advisor. Begin development of Financial Management Plan (FMP).

Q2: Award contract to vendor (Ehlers). Begin work to develop financial management plan.

Q3: Present the plan to Senior Leadership Team and County Board as a part of the 2025 budget process.

Q4: Update the plan to coincide with the 2025 budget.

Action or Monitoring Designation: Action

Resource Requirements:

Staff and consultant time.

List of Partners

Internal: Physical Development, IT, Finance, EFIS Admin, County Board. External: Ehlers

● Status



2024 Board Priorities – First Quarter Update

Q4 Narrative:

Executed contract with Ehlers for financial advisory services and updated the Board on priority schedule. Had initial kick off meeting with Ehlers on development of long term financial management plan.



2024 Board Priorities – First Quarter Update

4b) Implement Revisions to Budget Process and Calendar

Responsible Division(s): EFIS

Background Information:

Purpose

Provide County Board with more budget information sooner in the process to allow for their input and budget changes prior to the adoption of the maximum levy.

Goal

Move Board budget hearings and County Manager's recommended budget from November to August.

Quarterly Milestones:

Q1: Develop new budget schedule. Update SLT and Deputies Group on new schedule. Begin 2025 Budget Kick-off meetings.

Q2: Implement new schedule with the start of the development of the 2025 draft budget.

Q3: Conduct division budget meetings and County Board budget work sessions to prepare for preliminary tax levy approval in September 2024.

Q4: Complete 2025 budget and tax levy process with final approval in December 2024. Solicit feedback from the County Board on the success of the process used for the 2025 budget process.

Action or Monitoring Designation: Action

Resource Requirements:

Staff time

List of Partners:

SLT, Deputies, All Department staff involved in budget development.

Status

Q1 Narrative:

New budget schedule developed, and Board budget workshop dates set in June and August. Updates presented to SLT and Deputies groups. First Budget Kick-off meeting held on 3/25/24.



2024 Board Priorities – First Quarter Update

5a) Family Resource Center Study and Next Steps

Responsible Division(s): CSD

Background Information:

Purpose

Assess community need for, and partner readiness to develop, a Family Resource Center model in Dakota County.

Goals

Determine whether to implement a One-Stop Shop/ Family Resource Center model in Dakota County and, if so, design program and partner arrangements based on identified community needs.

Quarterly Milestones:

Q1: Complete community assessment and future recommendations for implementation.

Q2: Pending outcome of assessment, apply for grant from Sauer Family Foundation to support implementation of Family Resource Centers. Explore additional funding opportunities through the Department of Human Services or other sources.

Q3: Pending outcome of assessment and grant, solidify partner agreements and governance for Family Resource Centers.

Q4: Pending outcome of assessment and grant, begin implementing Family Resource Centers.

Action or Monitoring Designation: Action

Resource Requirements

Staff time from Community Services to support collaborative. Staff time from partner organizations to determine community needs and program design. Funding to reimburse partners for cost of services or coordination. Tools or technology to support service integration between service providers as part of Family Resource Center model.

List of Partners

The Improve Group (facilitating community assessment). Key partners that hosted pop-up resource events to test concept and gather data on community needs: 360 Communities, ROCC, Hastings Family Services. Roughly a dozen additional partners that provided resources or services at pop-up events.



2024 Board Priorities – First Quarter Update

Dakota County internal: Social Services, Employment & Economic Assistance, Public Health, Dakota County Parks, Dakota County Libraries, and others.

● Status

Q1 Narrative:

We completed the Community Assessment and shared its findings with our partners. Collaboratively, county staff and community partners are now designing a family resource center (FRC) model with potential to apply for a Sauer Family Foundation grant to support costs of implementation. The model is expected to include establishing FRC locations at existing partner sites, implementing FRC pop-ups, and recruiting a program coordinator to oversee operations and logistics, with their base at a community partner site.

Q1 Partner Update:

The Improve Group concluded their contract for facilitating the community assessment as of 3/29/2024. We maintain crucial partnerships with 8 community organizations actively involved in the design process. Additionally, approximately a dozen more partners remain supportive of the family resource center concept, ready to provide essential services.



2024 Board Priorities – First Quarter Update

5b) Community Health Improvement Plan

Responsible Division(s): CSD

Background Information:

Purpose

The Dakota County Community Health Improvement Plan (CHIP) is an integral step in addressing public health issues identified in CHA. This process is a foundational strategy that is utilized by local and state public health systems nationwide. It aims to engage the community in a strategic planning process to improve the health and safety of all Dakota County residents. It also ensures that the priorities and strategies are shared by the partners in the county.

Goals

The CHIP is a community-driven plan that includes goals, measurable objectives, and action steps for each health priority area. It is a cooperative effort among local health and partner organizations and is a call-to-action/guide for all community members and organizations to improving health in Dakota County

Quarterly Milestones

Q1: Continue implementing current CHIP and set up infrastructure for the next CHIP.
Determine roles and continued partnership among the Mental Health Action Team (MHAT) for the remainder of the current CHIP which goes through 2024.
Host subcommittee meetings with partners who have indicated interest in implementing determined strategies for the remainder of the year.
Conduct action planning for these strategies and establish a timeline for implementation.
Share 2023 CHA priorities with County Board.
County Board adopts priorities.
Develop a new decentralized approach for upcoming CHIP planning.
Establish Internal CHIP steering committee.

Q2: TBD

Q3: TBD

Q4: TBD

Action or Monitoring Designation: Action

Resource Requirements

Staff time and partner time.



2024 Board Priorities – First Quarter Update

List of Partners

NAMI MN, SAVE, Lakeville Area School District, Park Nicollet Foundation, Dakota County Technical College, DARTS, Blue Cross Blue Shield of MN, Allina, MDH- Statewide Health Improvement Partnership.

● Status

Q1 Narrative:

Dakota County Public Health met with our current Mental Health Action Team partners to help determine capacity, interest, and commitment to the remainder of the current CHIP. Based on those conversations, subcommittee meetings were held to conduct action planning for the current CHIP strategies. Some projects are led by PH, while others are led by partners and supported by PH. Simultaneously, PH proposed a new approach for our upcoming CHIP. Due to the high number of priorities in the 2023 CHA, PH will be taking a decentralized approach and utilizing a variety of MAPP 2.0 tools to determine shared root causes among the priorities to address multiple issues through coordinated efforts. An internal CHIP steering committee is currently being developed to support the development and facilitation of this new approach.

Q1 Partner Update:

We are exploring new partnerships with Caponi Art Park and Little Moments Count, a program through HealthPartners to determine how their involvement might elevate the work of our current and future CHIP.



2024 Board Priorities – First Quarter Update

6) 2024 Elections

Responsible Division(s): PS&R

Background Information:

Purpose

According to guiding regulations, successfully conduct the 2024 election. Staff will continue to work on election security and training to help ensure a successful election, which will support the accuracy and integrity of election results.

Goals

Elections are secure, accessible, and transparent.

Quarterly Milestones:

Q1: Conduct Presidential Nomination Primary (PNP) on March 5, 2024 and March Township Elections on March 12, 2024.

Q2: Conduct statutory duties of training municipal clerks and election judges.

Q3: Conduct State Primary Election on August 13, 2024.

Q4: Conduct State General Election on November 5, 2024 and the subsequent Post-Election Review.

Action or Monitoring Designation: Monitoring

Resource Requirements:

Costs for the priority will be staff time and supplies associated with working on the election and related activities.

List of Partners:

Public Services and Revenue/Elections, Office of the Secretary of State, Cities and townships
School districts.

Status

Q1 Narrative:

The 2024 Presidential Nomination Primary (PNP) and the March Township Elections were conducted successfully.



2024 Board Priorities – First Quarter Update

7) 2024 Legislative Priorities

Responsible Division(s): County Admin

Background Information:

Purpose

The County is pursuing several legislative priorities during the 2024 Legislative Session. This priority will include updates on the status of County priorities, reporting on legislative-related events, and preparations for the 2025 legislative session.

Goals

Work with partners in the State Legislature, executive branch, and among other local units of government to pursue the County's legislative priorities.

Quarterly Milestones:

Q1: Provide updates to the Board on the status of 2024 legislative priorities, host an early-session forum with the legislative delegation, host regular updates with the delegation.

Q2: Provide updates to the Board on the status of 2024 legislative priorities, host a post-session forum with the legislative delegation.

Q3: Begin development of 2025 legislative priorities.

Q4: Finalize 2025 Legislative Priorities.

Action or Monitoring Designation: Monitoring

Resource Requirements:

Staff time

List of Partners:

Minnesota State Legislature, Executive Branch, Stinson, Congress, U.S. Executive Branch, Downs Government Affairs.

● Status

Q1 Update:

Provide updates to the Board on the status of 2024 legislative priorities, host an early-session forum with the legislative delegation, host regular updates with the delegation.



2024 Board Priorities – First Quarter Update

Regular updates on the status of the 2024 legislative session are provided to the Board at each General Government and Policy Committee of the Whole meeting. A pre-session meeting was held with the legislative delegation in December of 2023, as well as a county-wide legislative breakfast in January. Regular updates are provided to the legislative delegation through virtual and in-person meetings, and correspondence.



2024 Board Priorities – First Quarter Update

8) Capital Improvement Projects

Responsible Division(s): PDD

Background Information:

Purpose

To track progress and provide updates to the County Board on significant 2024 capital improvement projects including those identified in the adopted legislative platform.

Goals

To keep the Board informed about progress on capital improvement projects and seek their input and assistance in moving the projects towards implementation.

Quarterly Milestones:

Q1: Monitor City of Burnsville's response to the R.B McGowan Company, Inc. request to reopen and expand Freeway Landfill.

Q2-Q4: Provide the Board with ongoing updates on High Priority Capital Improvement Projects.

Action or Monitoring Designation: Monitoring

Resource Requirements

County Staff and agency partners including Minnesota Department of Transportation (MnDOT), Cities, Transit Providers, Met Council, and Federal Highway Administration (FHWA). Consultants as required to for project plans and delivery.

List of Partners

MNDOT, Met Council, Cities, Transit Providers, other local government, and internal staff.

● Status

Q1 Update:

Updates provided through project specific RBA's and Legislative Updates.



2024 Board Priorities – First Quarter Update

9) Freeway Landfill

Responsible Division(s): PDD

Background Information:

Purpose

The Freeway Landfill, located west of Interstate 35W in Burnsville, opened in the early 1970s and accepted approximately 5.3 million cubic yards of municipal solid waste for disposal through 1990. The Freeway Dump, located on the east side of Interstate 35W, was an unlicensed dump that accepted an estimated 790,000 cubic yards of waste between 1966 and 1971. The Landfill and Dump lack most of the environmental protection mechanisms required to ensure the areas surface water and groundwater are adequately protected. Neither location has a liner beneath the waste, and both have inadequate groundwater and methane gas monitoring and venting and lack leachate collection systems.

The City of Burnsville's municipal water supply wells are located within one mile of the Dump and Landfill. When the nearby Kraemer Quarry stops pumping water out of the quarry, groundwater in the areas will rise and come into contact with the waste at the Landfill and Dump, potentially polluting the city's water supply. The Minnesota Pollution Control Agency is currently reviewing options for the proper cleanup of the property.

Goals

Ensure that the Freeway Landfill is remediated to protect public health and the environment.

Quarterly Milestones:

County staff will stay in contact with the Minnesota Pollution Control Agency (MPCA) and the City of Burnsville to monitor progress and discuss potential cleanup options. Staff will report any progress to the County Board.

Q1-Q2: Monitor MPCA legislative actions for Freeway Landfill.

Q1-Q4: Monitor MPCA progress on Freeway Landfill.

Q1-Q4: Report any progress to the County Board.

Action or Monitoring Designation: Monitoring

Resource Requirements:

Staff time and County Board direction



2024 Board Priorities – First Quarter Update

List of Partners:

Minnesota Pollution Control Agency, City of Burnsville, County Attorney's Office

● Status

Q1 Update:

There is no current legislative activity related to Freeway Landfill.



2024 Board Priorities – First Quarter Update

10) Opioid Settlement

Responsible Division(s): CSD

Background Information:

Purpose

To monitor and provide strategy on the use of opioid settlement funds and provide updates to the County Board on significant 2024 opioid settlement projects.

Goals

To keep the County Board up-to-date on the progress and strategy related to opioid settlement funded projects and seek their input and direction in the expenditure of future funding.

Quarterly Milestones:

Q1-Q4: Provide the County Board with ongoing and relevant updates on projects utilizing Opioid Settlement Funds and items related to the Opioid Response Advisory Committee.

Action or Monitoring Designation: Monitoring

Resource Requirements:

Staff time and County Board direction

List of Partners:

Public Health, Social Services, Community Corrections, Sheriff's Office, County Attorney's Office, Opioid Response Advisory Committee, Financial Services

● Status

Q1 Narrative:

Dakota County Public Health provided the County Board with updates related to the Opioid Settlement Funds and Opioid Response Advisory Committee in January, February, and March of 2024. The Board's input was sought through RBAs related to the expenditure of funding for cities under 30,000 in population. Additionally, the Opioid Response Advisory Committee's bylaws were passed by the Board and the committee has elected a chair and co-chair during Q1.



2024 Board Priorities – First Quarter Update

11) Planning for New County Website

Responsible Division(s): EFIS/County Admin

Background Information:

Purpose

The county website has a need to be updated for several reasons. The new website will offer the county the ability to increase accessibility, improve information sharing and offer additional online services to residents.

Goals

To have a new county website and platform in place by the end of 2025.

Quarterly Milestones:

Q1: Committee work, gather input from users.

Q2: Gather input from users, start development of RFP.

Q3: Release RFP and select vendor for website development .

Q4: Work with all partners and vendor in developing new website.

Action or Monitoring Designation: Monitoring

Resource Requirements:

County staff time. Consultant costs.

List of Partners:

IT, Communications, EFIS Administration

Status

Q1 Narrative:

The website team is currently in the discovery and requirement gathering phase. The team received 14 responses to a request for information and are currently holding stakeholder meetings with county divisions. A next step also includes developing a public focus group to gather feedback and features to consider for the future RFP.



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3344

Agenda #: 6.1

Meeting Date: 5/7/2024

DEPARTMENT: Office of the County Manager

FILE TYPE: Regular Information

TITLE

Legislative Update

PURPOSE/ACTION REQUESTED

Provide an update on preparations for the 2024 State legislative session, State and Federal legislative affairs, and the status of County legislative priorities.

SUMMARY

Staff will provide updates on federal and state legislative affairs and activities, Minnesota Inter-County Association (MICA), Association of Minnesota Counties (AMC), National Association of Counties (NACo) activities, 2024 State of Minnesota Capital Budget requests, related County activities and other legislative topics of interest to Dakota County.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

- ☒ None ☐ Current budget ☐ Other
☐ Amendment Requested ☐ New FTE(s) requested

RESOLUTION

Information only; no action requested.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: None.

BOARD GOALS

- ☐ A Great Place to Live ☐ A Healthy Environment
☐ A Successful Place for Business and Jobs ☒ Excellence in Public Service

CONTACT

Department Head: Matt Smith

Author: Nathan Hanson



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3382

Agenda #: 6.2

Meeting Date: 5/7/2024

DEPARTMENT: Office of the County Manager

FILE TYPE: Regular Information

TITLE

Discussion On Future County Financial Commitments To Dakota 911

PURPOSE/ACTION REQUESTED

Discuss future County financial commitments to Dakota 911.

SUMMARY

Effective September 20, 2005, and pursuant to Resolution No. 05-446 (September 6, 2005), Dakota County entered into the joint powers agreement (JPA) establishing the Dakota Communications Center (DCC) to cooperatively engage in the establishment, operation and maintenance of a Countywide public safety answering point and communications center for law enforcement, fire, emergency medical services (EMS), and other public safety services for the mutual benefit of all.

By Resolution No. 22-145 (April 5, 2022), the JPA was amended to provide for Dakota County funding a portion of DCC fixed costs beginning in 2022 that phased up to the current 50 percent level for 2024 and subsequent years. The JPA was also amended at that time to rename the DCC as Dakota 911. The current JPA is included as an attachment.

Under the amended JPA terms, no contributions to the Dakota 911 Capital Project Fund from any members were required for budget years 2022 to 2024, with member contributions to the Capital Project Fund to be evaluated beginning with the 2025 budget, together with determining the portion of the fund to be considered a "fixed cost."

The JPA also contains a provision that "Dakota County will evaluate increasing its share of fixed costs for 2025 and subsequent years to more than 50 percent and up to potentially 100 percent."

The Dakota 911 Board appointed a Fixed Cost Workgroup earlier this year, consisting of members from the Board (including Commissioner Slavik), staff from member agencies (including County Manager Smith), and Dakota 911 and Fiscal Agent (City of Lakeville) staff. To date the Workgroup has recommended that all capital expenses be considered "fixed costs" for the purposes of the JPA and has begun evaluating scenarios under which the County would increase its fixed cost contribution above 50 percent.

On April 24, 2024 the Dakota 911 Executive Committee reviewed the proposed 2025 budget and recommended approval by the Dakota 911 Board. The proposed 2025 budget is based on a Dakota County contribution of 50 percent to fixed costs and including a \$900,000 total member assessment for the Capital Project Fund (of which Dakota County would be responsible for \$450,000 directly at its

50 percent share).

Staff will review implications of the 2025 Dakota 911 budget as currently proposed, and additional implications of increasing the County fixed cost contribution beyond 50 percent, on the Dakota County budget and levy in 2025 and future years. County staff will seek Board direction and input as the Fixed Cost Workgroup continues to develop recommendations and as the 2025 Dakota 911 budget moves toward adoption later in May.

RECOMMENDATION

Information only. Staff seeks Board direction as discussions continue with other JPA members about the County's future financial contributions to Dakota 911.

EXPLANATION OF FISCAL/FTE IMPACTS

Under the Dakota 911 budget for 2025 as currently proposed (with the County fixed cost contribution at 50 percent), the total member fee for Dakota County for 2025 would be \$1,972,062, an increase of \$580,266 over 2024. Increasing the County share of fixed costs above 50 percent would add to that figure.

- | | | |
|--|---|---|
| <input type="checkbox"/> None | <input type="checkbox"/> Current budget | <input checked="" type="checkbox"/> Other |
| <input type="checkbox"/> Amendment Requested | | <input type="checkbox"/> New FTE(s) requested |

RESOLUTION

Information only; no action requested.

PREVIOUS BOARD ACTION

22-145; 4/5/22

05-446; 9/6/05

ATTACHMENTS

Attachment: Joint Powers Agreement

BOARD GOALS

- | | |
|--|---|
| <input type="checkbox"/> A Great Place to Live | <input type="checkbox"/> A Healthy Environment |
| <input checked="" type="checkbox"/> A Successful Place for Business and Jobs | <input type="checkbox"/> Excellence in Public Service |

CONTACT

Department Head: Matt Smith

Author: Matt Smith

Amended and Restated Joint Powers
Agreement
Establishing
Dakota 911

TABLE OF CONTENTS

<u>RECITALS</u>	3
<u>PURPOSE</u>	3
<u>TERM</u>	4
<u>POWERS</u>	4
<u>MEMBERSHIP</u>	5
<u>BOARD OF DIRECTORS</u>	6
<u>EXECUTIVE COMMITTEE</u>	8
<u>EXECUTIVE DIRECTOR</u>	10
<u>OPERATIONS COMMITTEE</u>	11
<u>BUDGET</u>	13
<u>AUDIT</u>	15
<u>TERMINATION AND DISSOLUTION</u>	15
<u>WITHDRAWAL OF A MEMBER</u>	16
<u>INSURANCE AND INDEMNIFICATION</u>	17
<u>RESOLUTION OF DISPUTES</u>	18
<u>FORCE MAJEURE</u>	18
<u>MISCELLANEOUS PROVISIONS</u>	18

This Amended and Restated Joint Powers Agreement Establishing Dakota 911 (the "Agreement") is entered into between the following political subdivisions of the State of Minnesota, by and through their respective governing bodies:

City of Apple Valley	City of Lakeville
City of Burnsville	City of Mendota Heights
City of Eagan	City of Rosemount
City of Farmington	City of South St. Paul
City of Hastings	City of West St. Paul
City of Inver Grove Heights	County of Dakota

Individually and collectively, the parties to this Agreement are referred to as the "Members" of Dakota 911, formerly known as the Dakota Communications Center.

RECITALS

WHEREAS, pursuant to Minnesota Statutes § 471.59, the Members are empowered to provide assistance to, and act in coordination with, other political subdivisions within the state of Minnesota as deemed necessary to benefit the public; and

WHEREAS, pursuant to Minnesota Statutes § 465.717, the Members are empowered to incorporate the joint powers entity created by this Agreement as a Minnesota nonprofit corporation if deemed necessary or beneficial to the Members; and

WHEREAS, effective September 20, 2005, the Members executed in the Joint Powers Agreement Establishing the Dakota Communications Center (the "Original JPA") to cooperatively engage in the establishment, operation and maintenance of a countywide public safety answering point and communications center for law enforcement, fire, emergency medical services (EMS), and other public safety services for the mutual benefit of all; and

WHEREAS, the Members desire to amend the Original JPA to:

1. rename the Dakota Communication Center as Dakota 911; and
2. provide for Dakota County funding for a portion of Dakota 911 fixed cost over an eight-year period; and

WHEREAS, each Member represents that it is duly qualified and authorized to enter into this Agreement and will comply with its respective obligations and responsibilities as set forth in this Agreement; and

NOW, THEREFORE, in consideration of the mutual undertaking and agreements hereinafter set forth, the Members agree to amend and restate the Original JPA as follows:

ARTICLE I PURPOSE

Through this Agreement and the authority provided by Minnesota Statutes § 471.59 to act cooperatively, the Members hereby create a joint powers entity referred to as the Dakota 911 for the following purposes:

To acquire and provide the facilities, infrastructure, hardware, software, services and other items necessary and appropriate for the establishment, operation and maintenance of a joint law enforcement, fire, EMS, and other emergency communications system for the mutual benefit of the Members and the people of Dakota County;

To provide public safety communications system services to other governmental units that are not Members through a fee for service contract;

To define the rights and obligations of the Members for the establishment, operation and maintenance of the Dakota 911; and

To provide a forum for discussion, study, development and implementation of recommendations of mutual interest regarding public safety communications, information systems, and statistical matters within Dakota County, Minnesota.

ARTICLE II TERM

This Agreement shall be effective upon execution by all the parties hereto and shall continue until terminated as provided in Article XI.

ARTICLE III POWERS

The Dakota 911 shall have the following powers in its own name:

- A. To take actions necessary and convenient to discharge the duty to implement, maintain, and operate a countywide public safety communications center;
- B. To adopt bylaws and rules or policies consistent with this Agreement that are required to effectively exercise the powers or accomplish the objectives of the Dakota 911;
- C. To adopt an annual operating and capital budget, including a statement of sources of funding and allocation of costs to the Members of the Dakota 911;
- D. To enter into contracts in its own name, including contracts to provide public safety communications services to other governmental units who are not Members;
- E. To acquire, lease, hold and dispose of property, both real and personal, including transfer of property from a Member to the Dakota 911;

- F. To incur debt obligations that do not exceed ten (10) years, liabilities or other obligations necessary to accomplish its purposes that are consistent with any financial and debt policies established by the Board of Directors, or to arrange with one or more of the Members to incur debt or issue bonds for the benefit of the Dakota 911, as permitted by law;
- G. To operate and maintain a communications system that will receive calls for law enforcement, fire, and emergency medical services (EMS) services and dispatch field units in response to such calls;
- H. To hire, discipline or discharge employees required to accomplish the purposes of this Agreement including employing an Executive Director and delegating authority to the Executive Director as determined by the Board of Directors;
- I. To purchase any insurance or indemnity or surety bonds as necessary to carry out this Agreement and the purposes of the Dakota 911;
- J. To seek, apply for and accept appropriations, grants, gifts, loans of money or other assistance as permitted by law from any person or entity, whether public or private;
- K. To sue;
- L. To exercise all powers necessary and incidental to carrying out the purposes set forth in Article I of this Agreement;
- M. To charge fees to Members or other governmental entities for special services or communications system functionality that are not provided to all Members; and
- N. To incorporate the Dakota 911 as a Minnesota nonprofit corporation if approved by a majority of the Board of Directors.

ARTICLE IV MEMBERSHIP

4.1 Definition of Members

All parties to this Agreement are Members of the Dakota 911 until a party withdraws as provided in Article XI or this Agreement is terminated by the parties.

4.2 Requirement of Good Standing

Continued Membership in the Dakota 911 shall be contingent upon the payment by each Member of an annual assessment and any additional fees as determined by the Board of Directors consistent with the financing procedures set forth in Article IX hereunder.

4.3 Addition of New Members

Any unit of government within Dakota County that has at least 10,000 residents and maintains a law enforcement agency is eligible for Membership in the Dakota 911. A new Member may be added to the Dakota 911 if first approved by the Board of Directors and if the existing Members and the unit of government seeking membership execute an amendment to this Agreement to add the new Member. The Executive Director will negotiate recommended financial terms for the new Member to join Dakota 911 as described below and will present the proposed terms to the Board of Directors.

Any unit of government that becomes a Member of the Dakota 911 after the execution of this Agreement shall be subject to all existing debts and liabilities of the Dakota 911 on a proportionate basis to the same extent as all then existing Members. In addition, any new Member shall be solely liable for all costs of adding or modifying hardware, software or services necessary to effectively accommodate the operational needs of the new Member, and of insuring that there is no degradation of existing capability due to the new Member's needs, as determined by the Board of Directors. Each new Member shall pay a proportionate share of the normal, continuing operating expenses of the Dakota 911 as well as a proportionate share of any special assessment, as approved from time to time by the Members. An entity seeking to become a Member may be required to and shall pay one-time initiation, assessment or capital investment fees or establish an escrow account for such fees as determined by the Board of Directors.

4.4 Withdrawal of Member

Withdrawal shall be accomplished as set forth in Article XII of this Agreement. Withdrawal shall not discharge any liability incurred or chargeable to any Member before the effective date of withdrawal. No Member is entitled to a refund of cost-sharing assessments or other fees imposed by the Board of Directors that have been paid to, or is owed to, the Dakota 911 on the effective date of withdrawal.

ARTICLE V BOARD OF DIRECTORS

5.1 Membership on the Board

There is hereby established a Board of Directors of the Dakota 911 which shall consist of an elected official from each Member. These Directors shall serve without salary, but may be reimbursed for expenses incurred in connection with Dakota 911 business as determined by the Board of Directors. Each Member shall designate one named elected official as a Director consistent with the term and procedures set forth in the Bylaws adopted by the Board of Directors. Each Member may also designate one named elected official as an Alternate Director to attend Board meetings and vote on measures brought before the Board when a Director is absent, consistent with the procedures set forth in the Bylaws. If any Director or Alternate Director ceases to be an elected official of a Member during his or her term, such seat shall be vacant until a successor elected official is appointed by such Member.

5.2 Powers of the Board

The Board of Directors shall have the following powers and duties:

- a. provide policy leadership and approve the general policies of the Dakota 911 relating to budget, finance, and legal matters;
- b. contract with a Member or third party for auditing, financial, human resources, legal and other services as needed for the Dakota 911;
- c. adopt Board Bylaws and amend the Bylaws from time to time as it deems necessary;
- d. approve changes to the membership of the Dakota 911;
- e. approve contracting and purchasing policies for the Dakota 911;

- f. approve the annual operating and capital budget, cost allocation formula, Member fees and assessments of the Dakota 911;
- g. hire, discipline, terminate and set the compensation for the Executive Director; and
- h. incur debt and approve financial obligations of the Dakota 911 that are significant in amount and non-recurring. Board approval is not required for payment of monthly budgeted expenditures and employee salaries and benefits.
- i. incorporate the Dakota 911 as a Minnesota nonprofit corporation as permitted by Minnesota Statutes § 465.717, subdivision 2, if approved by a majority of Members at a meeting of the Board of Directors.

5.3 Voting by Directors

Each Member of the Dakota 911 shall have one seat on the Board of Directors and is entitled to one vote. The Directors' votes shall be non-weighted (all votes having the same weight) when voting on matters coming before the Board, except as provided below.

The Directors' votes shall be weighted when the Board is exercising its powers under Section 5.2 (f) and (h) of this Agreement. The comparative weight of each Director's vote on those matters is determined by the proportionate share of the Dakota 911 annual operating and capital budget for that calendar year that is the responsibility of the Member casting that vote.

The Board of Directors shall arrange for or contract with one or more of its Members or an independent contractor to provide personnel/human resource, accounting and finance, procurement/contracting, payroll administration and legal services for the Dakota 911. The Dakota 911 shall not create its own personnel/human resource, accounting and finance, procurement/contracting, payroll administration or legal departments unless approved by a four-fifths (4/5) majority of the Board of Directors by non-weighted votes.

After the first full year that the Dakota 911 is in operation, the Board of Directors may amend the cost allocation formula and associated definitions by a 2/3 majority of the weighted vote total of those Members present and voting at a properly noticed Board of Directors meeting.

In case of a tie vote, the Chair of the Board of Directors shall cast a second and deciding vote. No proxy votes or absentee voting shall be permitted except as provided in this Agreement or in the Bylaws of the Board.

5.4 Board Meetings

- a. The Board of Directors shall have regular meetings at least quarterly each calendar year at a date, time and location included in the meeting notices. The Board may schedule more regular meetings as it deems appropriate or as established by the Bylaws adopted by the Board. At least 30 days prior notice shall be provided to each Member, Director and Alternate Director of the date, time and location of such regular meetings.
- b. A special meeting of the Board of Directors may be called by its Chair, or by any four Directors of the Board consistent with the procedures set forth in the Bylaws.

5.5 Officers of the Board of Directors

- a. Officers of the Board of Directors shall consist of a Chair and Vice Chair. The Chair and Vice Chair shall be elected from among the Directors of the Dakota 911. The officers shall hold office for the terms and under the conditions set forth in the Bylaws adopted by the Board of Directors.
- b. Chair: The Chair of the Board shall Conduct meetings of the Board of Directors, sign, with the Executive Director, any instrument which the Board of Directors has authorized to be executed, or as authorized by the Bylaws or approved Dakota 911 procedural rules of operation, and perform all duties incident to the office of Chair and such other duties as may be prescribed by the Board of Directors from time to time, provided that such actions are consistent with this Agreement and the Bylaws.
- c. Vice Chair: In the event of the absence of the Chair, or in the event of the inability or refusal of the Chair to act, the Vice Chair of the Board shall perform the duties of Chair.

5.6 Secretary of the Board of Directors: The Executive Director of the Dakota 911 shall serve in the administrative role of Secretary to the Board and shall keep the minutes of the meetings of the Board of Directors, see that all notices are duly provided and/or published in accordance with the provisions of this Agreement and the Bylaws adopted by the Board of Directors or as otherwise required by law, act as custodian of the business records of the Dakota 911, and perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the Board of Directors.

A high-level outline of the governing organizational structure of the Dakota 911 is graphically represented in Attachment A.

ARTICLE VI EXECUTIVE COMMITTEE

6.1 Membership on the Executive Committee

There is hereby established an Executive Committee of the Dakota 911, the members of which shall serve without salary and shall oversee the operations and functions of the Dakota 911 as set forth in this Article and the Bylaws of the Committee. The Executive Committee shall consist of the chief administrators of each Member. Each Member shall have one seat on the Executive Committee. Each Member may also designate a second employee or staff person as an alternate representative to attend Committee meetings and vote, on behalf of such Member, on matters brought before the Committee when a representative is absent, consistent with the procedures set forth in the Bylaws. Each representative and alternate representative shall serve without salary, but each may be reimbursed for necessary expenses incurred in connection with the Dakota 911 business, as determined by the Board of Directors. If any Committee representative ceases to be the chief administrator of a Member, such seat may be occupied by the alternate representative until a successor chief administrator or interim chief administrator is appointed by such Member.

6.2 Purpose and Powers of the Committee

The Executive Committee shall have the following powers and duties:

- a. provide direction and oversight of the operations of the Dakota 911, subject to the policy direction established by the Board of Directors, and within the limits fixed by the operating and capital budgets, provided that no financial obligation exceeding the amount of the approved budget shall be incurred by the Executive Committee without the prior consent of the Board of Directors;
- b. carry out the policy decisions of the Board of Directors and make recommendations to the Board of Directors;
- c. adopt Committee Bylaws and amend the Bylaws from time to time as it deems necessary;
- d. review all administrative decisions concerning personnel, development efforts, operations, cost sharing, expenditure approval, utilization of personnel and equipment, and operational decisions made by the Executive Director as deemed necessary by the Committee;
- e. assist the Board of Directors in the recruitment of candidates for the position of Executive Director and the review of candidate qualifications and provide recommendations to the Board of Directors on the hiring, termination and review of the performance of the Executive Director;
- f. conduct an annual evaluation of the Executive Director's performance and present its findings and recommendations to the Board of Directors before the date the Board approves the annual operating and capital budgets;
- g. establish and assign tasks to advisory subcommittees as the Committee deems necessary;
- h. make recommendations to the Board of Directors on changes to the membership of the Dakota 911;
- i. Review, modify and approve to the proposed annual operating and capital budgets prepared by the Executive Director prior to submittal to the Board of Directors.

6.3 Voting by Committee Members

Each Member is entitled to one vote at committee meetings and each vote shall be non-weighted (each vote having equal weight). In the case of a tie, the Chair of the Executive Committee shall cast a second and deciding vote. Only the chief administrator, or the designated alternate representative of a Member in the absence of the chief administrator, shall vote on matters coming before the Executive Committee.

No proxy votes or absentee voting shall be permitted except as provided in this Agreement or in the Bylaws of the Committee.

6.4 Meetings

- a. Regular meetings of the Executive Committee shall be held as needed, but at least quarterly. At least 15 days prior notice shall be provided to each committee member of the date, time and location of such meetings.
- b. Special meetings of the Executive Committee may be called by its Chair, or any four members of the Executive Committee acting in concert, consistent with the procedures set forth in the Bylaws or operating procedures adopted by the Committee.

6.5 Officers of the Executive Committee

Officers of the Executive Committee shall consist of a Chair and a Vice Chair. The Chair and Vice Chair shall be elected from among the representatives of the Members serving on the Executive

Committee. The officers shall hold office for the terms and under the conditions set forth in the Bylaws adopted by the Executive Committee.

- a. Chair. The Chair shall conduct meetings of the Executive Committee and shall serve as the liaison between the Board of Directors and the Executive Committee. The Chair may sign, with the Executive Director, any instruments which the Executive Committee, acting as a Committee, has authorized to be executed or as authorized by the Dakota 911 procedural rules of operation. The Chair shall also perform all duties incident to the office of Chair and such other duties as may be prescribed by the Executive Committee from time to time, provided that such actions are consistent with this Agreement and the Bylaws.
- b. Vice Chair. In the absence of the Chair or in the event of the Chair's inability or refusal to act, the Vice Chair shall perform the duties of Chair. The Vice Chair shall perform such other duties as may be requested by the Chair.

ARTICLE VII EXECUTIVE DIRECTOR

7.1 Appointment and Vacancy

- a. The Dakota 911 shall have a chief operating officer of the title Executive Director. The Executive Director shall be the administrative head of the Dakota 911 and shall report to the Executive Committee for the administration and operation of the Dakota 911. The Executive Director shall be an employee of the Dakota 911.
- b. The Executive Director shall have appropriate administrative and executive qualifications for the position and shall have actual experience in and knowledge of accepted practices for a public safety communications system.
- c. Any vacancy in the office of Executive Director shall be filled as soon as possible after the effective date of such vacancy. In the case of absence or disability of the Executive Director, the Board of Directors may designate any other qualified person to carry out the duties of the Executive Director during such absence or disability.

7.2 Powers And Duties

The responsibilities and duties of the Executive Director shall include the following:

- a. To attend meetings of the Board of Directors, the Executive Committee and the Operations Committee;
 - (1) The Executive Director shall have the right to take part in the discussion of all matters coming before the Board of Directors, the Executive Committee and the Operations Committee but shall have no vote thereon;
 - (2) The Executive Director shall be entitled to and be given notice of all meetings, regular and special, of the Board of Directors, the Executive Committee and the Operations Committee;
 - (3) When the Executive Director is unable to attend a meeting, the Executive Director may appoint a Dakota 911 staff member to attend.

- b. To appoint, evaluate, promote, demote or remove employees of the Dakota 911 pursuant to the approved Dakota 911 budget and according to the policies and procedures of the Dakota 911;
- c. To recommend to the Executive Committee for adoption such policies and procedures as may be deemed necessary or expedient for the efficient operation of the Dakota 911;
- d. To direct and oversee the day-to-day operations of the Dakota 911 and its employees and to expend operating and capital budgets consistent with the policies and direction of the Board of Directors;
- e. To enforce, administer, and implement the policies of the Dakota 911 as established by the Board of Directors and Executive Committee;
- f. To prepare a quarterly report of the Dakota 911 activities and provide copies to the Board of Directors and the Executive Committee;
- g. To prepare a proposed annual operating and capital budget and a report of estimated revenues in order to determine the estimated funds necessary to defray the expenses of the Dakota 911 for each fiscal year and to present the proposed operating and capital budget to the Executive Committee in the manner set forth under Article IX herein;
- h. To serve as a staff resource to the Executive Committee and the Operations Committee and coordinate the activities of the respective committees as required;
- i. To serve as a Member of regional committees, organizations and forums related to public safety communications and represent the collective interests of the Dakota 911 and its Members as required;
- j. To communicate regularly with the Members and other agencies utilizing the Dakota 911 communication services about operational, policy and training issues;
- k. To keep minutes of the meetings of the Board of Directors, Executive Committee, and Operations Committee and see that all notices of the Board and Committee are duly provided and/or published according to the provisions of this Agreement and the Bylaws adopted by the Board, Executive Committee and Operations Committee or as otherwise required by law;
- l. To act as custodian of the business records of the Dakota 911; and
- m. To perform such other duties as may be delegated from time to time by the Board of Directors or by the Executive Committee.

ARTICLE VIII OPERATIONS COMMITTEE

8.1 Membership on the Operations Committee

Each law enforcement agency and fire agency of a Member of the Dakota 911 and the Dakota County Joint EMS Council shall have one seat on the Operations Committee. Each law enforcement agency, fire agency and the Dakota County EMS Council shall designate a primary member and an alternate member to the Committee. Each law enforcement agency and fire agency of a community that is served by the Dakota 911 but is not a Member of the Dakota 911 may participate in the Operations Committee as a non-voting, ad-hoc member. The Executive Director shall provide staff support to the

Operations Committee and its subcommittees and shall provide information and guidance to the Committee and subcommittees as needed.

8.2 Purpose and Powers of the Committee\

There is hereby established an Operations Committee of the Dakota 911. The Operations Committee may establish and abolish advisory subcommittees, as it deems necessary. Initially, the Committee will have two subcommittees – the Law Enforcement Subcommittee and the Fire/EMS Subcommittee. The Members of the Operations Committee and its subcommittees shall serve without compensation and shall be available to the Dakota 911 Executive Director and Executive Committee to assist in the coordination of:

- Unified radio procedures;
- Dakota 911 procedural changes that affect one or more Members of the Dakota 911;
- Field training and back up exercises;
- Dakota 911 and Members' records management functions;
- The orderly transmittal of inquiries regarding the handling of specific matters by the Dakota 911.
- Obtaining and preparing recommendations concerning operational input from the Executive Director of the Dakota 911 and the Members' public safety departments

The Operations Committee shall have the following powers and duties:

- a. Be the personal contact at each Member's law enforcement or fire/EMS department for the Executive Director for daily procedural and operational issues;
- b. Provide liaison to the Dakota 911 Executive Director in the coordination and preparation of unified procedures and policies;
- c. Be a resource for the Executive Committee in researching special topics of interest;
- d. Forward comments and inquiries on the operation of the Dakota 911 from their respective agencies to the Executive Director after initial local review and screening;
- f. Coordinate field training and back-up exercises;
- g. Perform any other duties as required by the Executive Committee.

8.3 Voting by Committee Members

It is expected that decisions and recommendations of the Operations Committee shall be made by consensus, but where consensus does not exist, the following procedure shall apply:

- a. Each Member of the Dakota 911 shall have a maximum of two votes on the Operations Committee – one from the law enforcement agency and one from the fire agency of that Member. A Member that operates a joint law enforcement or fire agency with another Member shall continue to have a voting seat on the Operations Committee for each joint agency. A Member that has only a law enforcement agency or fire agency is entitled to one vote. The Dakota County EMS Council shall have one vote on the Operations Committee. Votes shall be cast by the representative of each agency (or by his/her designated alternate, if such representative is absent) as the official representative to the Operations Committee.

- b. No proxy votes or absentee voting shall be permitted except as otherwise provided in the Bylaws of the Executive Committee.
- c. Membership and voting on subcommittees established by the Operations Committee shall be as required by the Bylaws of the Committee or the resolution of the Committee that establishes the subcommittee. Each Member that maintains a law enforcement agency individually or jointly with another Member shall have one representative and one vote on the Law Enforcement Subcommittee. Each Member that maintains a fire agency individually or jointly with another Member shall have one representative and one vote on the fire agency Subcommittee.

8.4 Meetings and Actions

The Operations Committee shall meet at least six times each year and may schedule additional meetings as deemed necessary and appropriate by the Membership. The meetings will be conducted in compliance with any direction provided to the Committee by the Executive Committee, subject to the policies established by the Board of Directors and the Executive Committee. Except as otherwise stated in the Bylaws, no action of the Operations Committee or its subcommittees shall be in effect until approved or ratified by the Executive Committee or, if deemed necessary by the Executive Committee, until approved or ratified by the Board of Directors.

Any law enforcement, fire or EMS agency that receives dispatch services from the Dakota 911 may appear before the Operations Committee or its subcommittees to discuss concerns, complaints or other operational issues concerning the Dakota 911. If the agency is not satisfied with the action or lack of action taken by the Operations Committee, that agency may appear before the Executive Committee to discuss the actions or policies of concern. Prior to appearing before the Executive Committee, the agency shall meet and confer with the Executive Director about the issues to be discussed with the Executive Committee.

ARTICLE IX BUDGET

9.1 Recommended Annual Budget

The Executive Director shall prepare a proposed annual operating and capital budget for the Executive Committee no later than May 1st of each year to allow the Executive Committee members to consult with their respective governing bodies and prepare a recommended annual operating and capital budget for consideration by the Board of Directors. An annual operating and capital budget shall be adopted by the Board of Directors at a regular meeting before September 1st each year. If the Board fails to adopt a budget by September 1st, the budget from the current year shall be deemed approved for the next year. This requirement to adopt a budget at a regular meeting of the Board by September 1st does not apply to the calendar year in which this Agreement is first executed.

9.2 Distribution of Recommended Budget

No later than May 1st, copies of the proposed operating and capital budget as recommended by the Executive Director shall be delivered to each Executive Committee Member.

9.3. Review by Executive Committee

Not later than August 1st of each year, the Executive Committee shall review the annual operating and capital budget as proposed by the Executive Director and make such modifications, as it deems proper. Following approval by the Executive Committee, the proposed operating and capital budget shall be submitted to the Board of Directors for final approval.

9.4 Allocation of Costs to Members

The cost of the operations and maintenance, and capital projects of the Dakota 911 will be shared by the Members. At the time of approval of the annual operating and capital budget, the Board of Directors shall fix the cost-sharing charges for all Members and any other participants in the Dakota 911 in amounts sufficient to provide the funds required by the approved annual operating and capital budget for the following year. Each Member shall take all required actions to authorize the funds necessary to meet its obligations under the approved annual operating and capital budget.

The allocation of annual operating and capital budget costs to Members shall be based on a three-year average of each Member's number of Computer Aided Dispatch (CAD) events assigned to each Member (referred to as "Percent of Total Activity of the Member"). An event is defined as a computer aided dispatching system (CAD) event (transaction as logged). The calculation of the annual operating and capital cost allocation will be based on the formulas in Attachment B, which is incorporated into and made a part of this Agreement.

Beginning with budget year 2022, Dakota County will cover the "fixed costs" of the Dakota 911 in the following amount:

2022: 16.667%
2023: 33.333%
2024 and subsequent years: 50.000%

"Fixed costs" shall be determined by the Dakota 911 Executive Director pursuant to the following principles:

1. Consistent with the fixed and variable cost determinations in the Dakota 911 2022 budget. See Attachment C;
2. Fixed costs are generally expenses needed by any emergency communications center regardless of the volume of service provided by that center to a member, except personnel related costs, professional services, commodities, non-software related fiscal expenses are deemed to be variable costs; and
3. For budget years 2022 to 2024, there shall be no budgeted contributions to the Dakota 911 capital project fund for its capital improvement plan (the "Capital Project Fund"). Member contributions to the Capital Project Fund will be evaluated beginning with the 2025 budget, together with determining the portion of the Capital Project Fund to be considered a "fixed cost".

Dakota County will evaluate increasing its share of fixed costs for 2025 and subsequent years to more than 50% and up to potentially 100%. Any amendment of the fixed costs share is subject to approval by the Members pursuant to Paragraph 16.6.

9.5 Billing and Delinquent Payments

Invoices for the cost-sharing charges shall be provided to Members monthly. Any Member whose charges have not been paid within thirty (30) days after billing shall be assessed interest on the delinquent payment(s) at a rate determined by the Board of Directors, not to exceed the maximum authorized by law at the time the payment becomes delinquent. The Directors and representatives of a Member that is delinquent on such payment shall not be entitled to vote on any matters coming before the Board of Directors or the Executive Committee until all delinquent payments and interest have been paid.

9.6 Expenditure of the Annual Budget.

The Board of Directors and/or the Executive Committee may establish procedures and limitations as may be necessary to preserve the integrity and purpose of the approved operating and capital budget. After adoption of the annual operating and capital budget by the Board of Directors, the Executive Director and the Executive Committee shall make all expenditures according to such budget. Purchases and/or letting contracts shall be done according to procedural guidelines established by resolution of the Board of Directors and Minnesota law.

The Executive Director shall have the power to transfer funds within the total annual operating budget in order to meet unanticipated needs or changed situations. The Executive Director shall not transfer funds within the total annual capital budget or between the operating budget and capital budget. The Executive Director shall report any transfer of funds within the annual operating budget to the Board of Directors and the Executive Committee in the Director's next quarterly report.

9.7 Credit or Payment to Members for Services

The Board of Directors may approve contract payments or cost-allocation credits to any Member that provides services, resources or property to the Dakota 911.

ARTICLE X AUDIT

The Board of Directors shall call for an annual audit of the financial affairs of the Dakota 911, to be performed by an independent Certified Public Accountant retained by the Board in accordance with generally accepted auditing principles. A copy of the annual audit report shall be provided to each Member.

ARTICLE XI TERMINATION AND DISSOLUTION

11.1 Termination.

This Agreement shall terminate upon the occurrence of any one of the following events:

- a. When 4/5^{ths} of the Members agree by non-weighted voting, pursuant to a resolution of their governing bodies, to terminate the Agreement.
- b. When necessitated by operation of law or as a result of a decision by a court of competent jurisdiction.

11.2 Effect of Termination.

Upon the occurrence of one or more of the events in Section 11.1, the Dakota 911 shall be terminated and dissolved in accord with the provisions hereof.

- a. Termination shall not discharge any liability incurred by the Board or by the Members during the term of this Agreement.
- b. Each Member shall be liable for its own acts and for the acts of the Board to the extent provided by law and this Agreement.
- c. Property that is owned by the Dakota 911 at the time of termination, including any surplus money, shall be divided among the units of government that are Members of the Dakota 911 at the time of termination, in proportion to their average respective regular and special assessment payments toward the operating and capital budgets for the preceding three (3) fiscal years. If liabilities exceed all assets, the difference shall be made up by contributions from all Members on a proportionate basis according to the then prevailing annual budget assessment formula.
- d. The Board shall approve a final report of its activities and affairs prior to dissolution of the Dakota 911.
- e. Upon such termination and dissolution, and after payment of all debts, all files and documentation shall be distributed to the Member community that has jurisdiction of the subject matter of the file or documentation without charge or offset. Records of the Dakota 911 shall be retained by the County of Dakota consistent with its current document retention schedules.
- f. Equipment and property that is owned by an individual Member or Members that is being used by the Dakota 911 at the time of termination shall be returned to the owner(s) upon termination and dissolution of the Dakota 911.

ARTICLE XII WITHDRAWAL OF A MEMBER

At any time after the Initial Term of this Agreement, any Member may withdraw from the Dakota 911 subject to the provisions of this Article.

- a. Such withdrawing Member shall give written notice before July 1st of any year and at least 18 months prior to the intended date of withdrawal, in the form of a certified copy of a resolution passed by its governing body, a copy of which must be mailed or delivered to the Executive Director of the Dakota 911 and the Chairs of the Executive Committee and Board of Directors.
- b. Sixty (60) days notice provided by the Executive Director or the Board of Directors to any Member of its nonpayment of cost allocation fees as set forth herein, and/or the refusal or declination of any Member to be bound by any obligation of the Dakota 911, shall also constitute notice of withdrawal of such Member, and if the Member fails to cure nonpayment or refuses to comply with an obligation within the Sixty days (60), withdrawal of that Member from the Dakota 911 shall become effective on the Sixty First day after mailing of said notice. The Force Majeure provisions of Article XV apply to a non-payment of charges and fees and the refusal or declination of a Member to act.
- c. Withdrawal of a Member shall also constitute withdrawal of its representatives to the Board of Directors, the Executive Committee and the Operations Committee and subcommittees.

- d. The withdrawing Member shall forfeit any and all interest, right and title to Dakota 911 property and assets of any type whatsoever.
- e. The withdrawing Member shall be liable for all costs incurred by the Dakota 911 as a result of the Member's separation and withdrawal. This may include, but is not necessarily limited to, legal fees, court costs and interest on late payment of obligations.
- f. The withdrawing Member shall continue to be responsible for:
 - 1. One hundred (100%) percent of that Member's pro rata share of the operating costs of the Dakota 911 that are incurred up to the date of withdrawal, and One hundred (100%) percent of that Member's pro rata share of any capital debts, liabilities or obligations of the Dakota 911 that were incurred prior to the date of providing notice of intent to withdraw and are due and payable before the effective date of withdrawal.
 - 2. For any contractual obligations it has separately entered into with the Dakota 911.

ARTICLE XIII INSURANCE AND INDEMNIFICATION

13.1 Insurance and Limitations on Liability

The Dakota 911 shall purchase insurance for the operation, equipment and facilities of the Dakota 911 and workers compensation insurance for Dakota 911 employees, as the Board of Directors or Executive Committee deems necessary. Such insurance shall name each Member as an additional insured, and may name other entities that purchase communications services from the Dakota 911 as additional insureds if deemed appropriate. By purchasing insurance the Members do not intend to waive, and shall not be interpreted to constitute a waiver by any Member of limitations on liability or immunities provided by any applicable Minnesota law, including Minnesota Statutes, Chapter 466.

If the Dakota 911 incurs a legal liability that is not covered by insurance, is within its statutory liability limitations and to which no liability exemption or immunity applies, that liability shall be paid by contributions from all Members on a proportionate basis according to the then prevailing annual operating budget assessment formula. If the Board of Directors incorporates the Dakota 911 as a nonprofit corporation, the Members shall collectively be responsible for any liability not covered by insurance only to the extent required by law.

13.2 Third Party Action Against a Member

Each Member that is subject to a claim of any nature commenced by a person or entity that is not a Member of the Dakota 911, which arises as a consequence of the acts or omissions of such Member's personnel in responding to, or providing emergency services pursuant to a dispatch by the Dakota 911 shall, at such Member's sole expense, indemnify and save free and harmless any other Member, and its officers, employees and agents from any cost, expense, attorney fees, judgment or liability of any nature when any other Member is subject to the same claim solely as a consequence of such other Member being a Member of the Dakota 911.

13.3 Third Party Action Against the Dakota 911

In the event the Dakota 911 and/or its Directors, officers, employees and agents are subject to a claim of any nature which arises as a consequence of the acts or omissions of Member's personnel in

responding to or providing emergency services pursuant to a dispatch by the Dakota 911 , such Member shall at its sole expense, indemnify and save free and harmless from any cost, expense, attorney fees, judgments or liability of any nature the Dakota 911 and/or its officers, Directors employees and agents unless it is determined that the officers, Directors, employees and/or agents of the Dakota 911 acted in a negligent or intentionally wrongful manner in connection with dispatching the personnel of the Member.

13.4 Member Action Against the Dakota 911

In the event that any Member should file suit or an action against the Dakota 911, all representatives of that Member shall be prohibited from attending any meetings or discussions or having access to the results of such meetings related to the defense of the suit or action. The Member's representatives shall have no direct access to any written communication concerning the matter except by legal process, and no representative of the Member shall be allowed to vote on any issue related to the suit or action.

ARTICLE XIV RESOLUTION OF DISPUTES

The Members agree to engage in good faith efforts to resolve any disputes that arise over the establishment, operation or maintenance of the Dakota 911. Members that have concerns about the operations of the Dakota 911 may appear at meetings of the Operations Committee, Executive Committee and Board of Directors to discuss issues of concern.

ARTICLE XV FORCE MAJEURE

A Member shall not be liable to the Dakota 911 or another Member for the failure to perform an obligation under this Agreement due to unforeseeable acts or events outside the defaulting party's reasonable control, providing the defaulting Member gives notice to the Board of Directors and Executive Committee as soon as possible. Acts and events may include acts of God, acts of terrorism, war, fire, flood, epidemic, acts of civil or military authority, and natural disasters.

ARTICLE XVI MISCELLANEOUS PROVISIONS

- 16.1 *Entire Agreement:* This Agreement shall supersede all prior oral or written statements, agreements and understandings between or among the parties hereto with respect to the establishment and operation of a county-wide public safety communications center.
- 16.2 *Attorneys' Fees:* In the event of litigation relating to this Agreement, the prevailing party (e.g. the party whose position is substantially upheld) shall be entitled to recover from the losing party any costs or reasonable attorney's fees incurred by the prevailing party in connection with such litigation.
- 16.3 *Severability:* If any provision of this Agreement shall be held to be invalid by a court of competent jurisdiction, the remaining terms of this Agreement to the extent not inconsistent

with any such holding, shall not be affected thereby if such remaining terms would then continue to conform with the requirements of applicable laws.

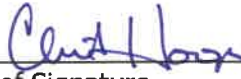
- 16.4 *Counterparts.* This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall be deemed to constitute one and the same agreement.
- 16.5 *Waiver.* Any right or remedy that a party may have under this Agreement may be waived in writing by such party without the execution of a new or supplementary agreement, but any such waiver shall not affect the future exercise of the rights of such party hereunder (to the extent not previously waived in writing) or any other rights of the parties not specifically waived. No waiver of any right or remedy by any party at any one time shall be deemed to be a waiver of any such right or remedy in the future.
- 16.6 *Amendments, Modifications.* This Agreement may be amended or modified only by a written document, duly executed by all Members of the Dakota 911 on the date the amendment is executed.
- 16.7 *Section Headings.* The descriptive headings of the articles, sections and subsections of this Agreement are for convenience only and shall not affect the meaning or construction of any of the provisions hereof.
- 16.8 *Governing Law.* The respective rights, obligations and remedies of the parties under this Agreement and the interpretation thereof shall be governed by the laws of the State of Minnesota which pertain to agreements made and to be performed in the State of Minnesota.
- 16.9 *Binding Effect.* This Agreement shall be binding upon and shall inure to the benefit of the parties hereto.
- 16.10 *Further Assurances.* Each party hereto shall from time to time execute, acknowledge and deliver such further instruments and perform such additional acts at no cost to such party as the other party may reasonably request to further effectuate or confirm the intent of this Agreement.
- 16.11 *Good Faith.* In exercising its rights and fulfilling its obligations hereunder, each party shall act in good faith. Each party acknowledges that this Agreement contemplates cooperation between and among the parties.

IN WITNESS WHEREOF, the undersigned governmental units, by action of their governing bodies, have caused this Agreement to be executed in accordance with the authority of Minnesota Statute §471.59.

Approved by the City Council

Date 5/26/22

CITY OF APPLE VALLEY

By 
Date of Signature 5/26/22

Attest 
Date of Signature 5/26/22

Approved by the City Council

Date _____

CITY OF BURNSVILLE

By 
Date of Signature _____

By _____
Date of Signature 

Approved by the City Council

Date 5-17-2022

CITY OF EAGAN

By *Mike Maguire*
Date of Signature 5-17-2022
Attest *Alan Horst*
Date of Signature 5-17-2022

Approved by the City Council

Date May 16, 2022

CITY OF FARMINGTON

By  _____

Date of Signature 5/16/22 _____

Attest Lynn Gorski _____

Date of Signature 5/16/22 _____

Approved by the City Council

Date 05/16/2022

CITY OF HASTINGS

By Mary D Fastlender

Date of Signature 5/16/2022

Attest Kelly Muntagh

Date of Signature 5/16/2022

Approved by the City Council

Date June 27th, 2022

CITY OF INVER GROVE HEIGHTS

By [Signature]
Date of Signature 6/27/22

Attest Rebecca Kiernan
Date of Signature 6/27/22



Approved by the City Council

Date 05/16/2022

CITY OF LAKEVILLE

By 

Date of Signature 05/16/2022

Attest 

Date of Signature 05/16/2022

Approved by the City Council

Date 06/07/2022

CITY OF MENDOTA HEIGHTS

By 

Date of Signature _____

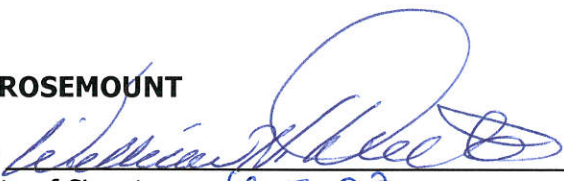
Attest 

Date of Signature 06/08/2022

Approved by the City Council

Date 6-7-22

CITY OF ROSEMOUNT

By 
Date of Signature 6-7-22

Attest 
Date of Signature 6/7/22

Approved by the City Council

Date 5-16-2022

CITY OF SOUTH ST. PAUL

By 

Date of Signature June 27, 2022

Attest 

Date of Signature June 27, 2022

Approved by the City Council

Date May 9, 2022

CITY OF WEST ST. PAUL

By [Signature]

Date of Signature 5/9/22

Attest [Signature]

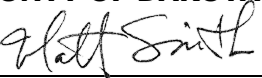
Date of Signature 5/9/22

Approved by Dakota County Board

Resolution No. 22-145

Dakota County Attorney's Office
Dakota County Judicial Center
1560 Highway 55
Hastings, MN 55033
651-438-4438

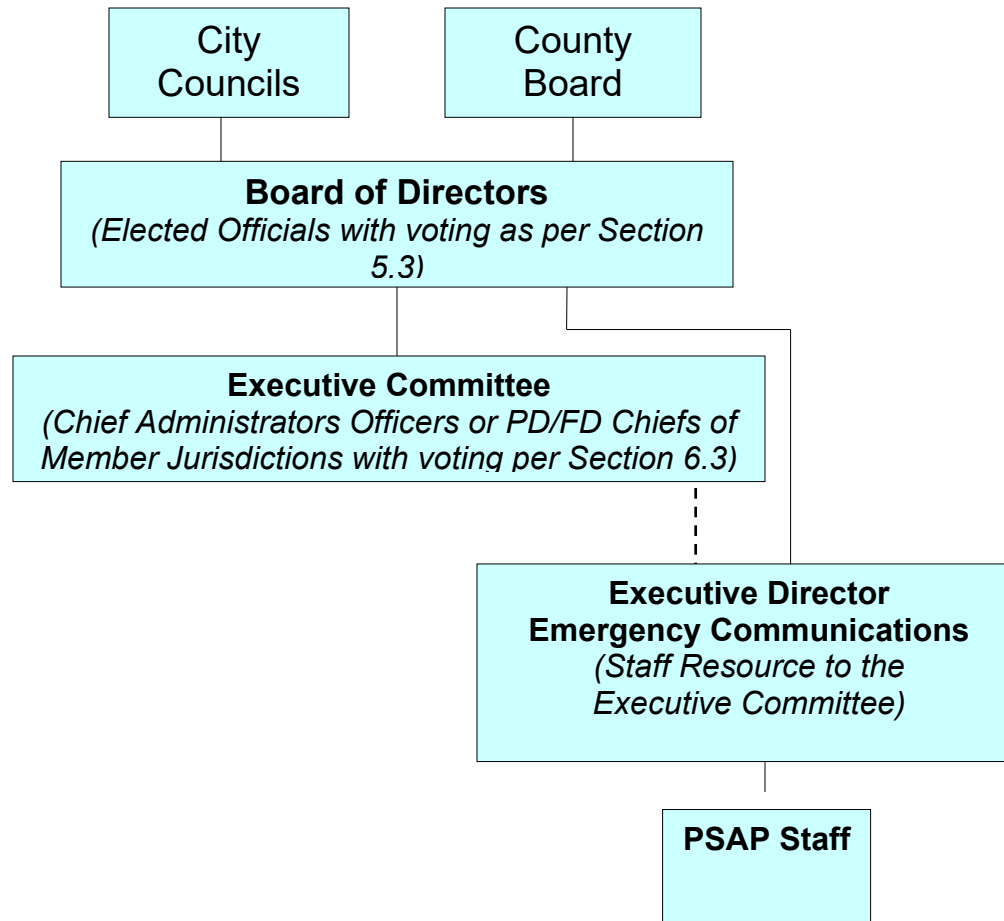
COUNTY OF DAKOTA

By 
Date of Signature 7/11/2022

Approved as to Form (Asst County Atty):

By /s/ Thomas R. Donely
Date of Signature 7/11/22
KS-20-479

*Attachment A: Dakota Communications Center Joint Powers Agreement
Organizational Structure*



Attachment B

Table 1 – County Annual Share of Operating Costs Calculation with County Fixed Cost Contribution

*Variable Costs = Total Operating Costs – Fixed Costs

**Fixed Costs = Line items determined to be fixed costs less any revenue from Mass Telephone Notification System fees and ½ of any 911 grant fees received from the State of Minnesota.

For 2022:

Annual Share of Operating Costs = [Variable Costs x County's Percent of Total Activity for Member] + [Fixed Costs x 16.667%]+[County's Percent of Total Activity for Member x 83.333% of fixed costs]

For 2023:

Annual Share of Operating Costs = [Variable Costs x Percent of Total Activity for Member] + [Fixed Costs x 33.333%]+[County's Percent of Total Activity for Member x 66.667% of fixed costs]

For 2024 and subsequent years:

Annual Share of Operating Costs = [Variable Costs x Percent of Total Activity for Member] + [Fixed Costs x 50.000%]+[County's Percent of Total Activity for Member x 50% of fixed costs]

Table 2 – Non-County Member Annual Share of Operating Costs Calculation

*Variable Costs = Total Operating Costs – Fixed Costs

**Fixed Costs = Line items determined to be fixed costs less any revenue from Mass Telephone Notification System fees and ½ of any 911 grant fees received from the State of Minnesota.

*** Non-County Member Fixed Cost Share = Percent of Total Activity of the Member calculated by excluding the County from the calculation.

For 2022:

Annual Share of Operating Costs = [Variable Costs x Percent of Total Activity for Member] + [Percent of Total Activity for the Member x 83.334% of Fixed Costs]

For 2023:

Annual Share of Operating Costs = [Variable Costs x Percent of Total Activity for Member] + [Percent of Total Activity for the Member x 66.667% of Fixed Costs]

For 2024 and subsequent years:

Annual Share of Operating Costs = [Variable Costs x Percent of Total Activity for Member] + [Percent of Total Activity for the Member x 50% of Fixed Costs]

ATTACHMENT C

2022 DAKOTA 911 GENERAL FUND BUDGET – DETAIL FOR VARIABLE AND FIXED COSTS CALCULATIONS

General Fund Budget - Detail

Fund Balance Percentage													
18.12%24.68%10.75%17.89%12.47%9.95%9.62%10.37%11.32%													
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
L	Revenues					0.0%				3.5%	5.0%	4.0%	3.0%
F	JPA Membership Fees (NET)	8,686,572	8,860,307	8,708,886	8,708,886	8,708,886		-	0.0%	9,013,697	9,464,382	9,842,957	10,138,246
F	JPA Membership Fees - REBATED	-		-	-	-		-	0.0%	-	-	-	-
F	Annual 911 Fees (Estimated)	581,696	581,696	581,696	581,696	842,961		261,265	44.9%	842,961	842,961	842,961	842,961
F	Dakota County - Startup Subsidy							-	0.0%		-	-	-
F	Mass notification system fees-MTNS Partnership	18,000	18,000	18,000	18,000	18,000		-	0.0%	18,000	18,000	18,000	18,000
F	Interest on Investments	63,096	51,931	38,627	38,627	49,086		10,459	27.1%	49,945	50,819	51,709	52,614
F	Net change in fair value of investment	78,677	49,606	(13,577)	(34,282)	(31,334)			-8.6%	(4,354)	23,323	4,121	(7,697)
F	Grant income	16,649	161,857	18,000	186,180	18,000		(168,180)	-90.3%	10,000	10,250	10,506	10,769
F	Miscellaneous income	1,613	20,242	1,613	1,613	1,613		-	0.0%	1,613	1,613	1,613	1,613
F	LMCIT rebate/refunds	1,752	7,406	1,500	1,500	1,500		-	0.0%	1,538	1,576	1,615	1,655
F	Transfer from Special Revenue Fund			-		-		-	0.0%	-	-	-	-
		-	-	-	-	-		-	0.0%	-	-	-	-
	Total revenues	9,448,055	9,751,045	9,354,745	9,502,220	9,608,713		106,493	1.1%	9,933,400	10,412,924	10,773,482	11,058,160
L	Personnel Expenses												
6012	Salaries	4,388,212	4,636,831	5,117,887	5,015,865	5,253,708	Variable	237,843	4.7%	5,538,834	5,677,305	5,819,238	5,964,719
6015	OT	590,450	381,485	412,975	423,134	435,828	Variable	12,694	3.0%	448,902	460,125	471,628	483,419
6041	PERA	368,321	372,218	414,637	407,747	427,667	Variable	19,920	4.9%	451,013	462,288	473,845	485,691
6044	FICA/Medicare	366,589	366,017	423,111	416,083	436,221	Variable	20,137	4.8%	460,033	471,534	483,322	495,405
6051	Health Ins	648,347	689,604	764,660	762,279	771,061	Variable	8,782	1.2%	920,026	943,027	966,603	990,768
6052	Life Ins	2,088	1,797	2,327	1,848	1,954	Variable	106	5.7%	2,043	2,095	2,147	2,201
6053	LTD	11,817	10,662	11,686	10,781	11,411	Variable	630	5.8%	11,930	12,228	12,534	12,847
6054	Dental	31,773	32,537	31,125	29,744	32,894	Variable	3,150	10.6%	35,370	36,255	37,161	38,090
6055	Workers' Comp	27,931	36,666	32,200	44,553	49,584	Variable	5,031	11.3%	54,792	56,162	57,566	59,005

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%				9.95%	9.62%	10.37%	11.32%
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
								Increase/ (Decrease)					
6056	Unemployment/other	1,534	1,740	-	-	-	Variable	-	0.0%	-	-	-	-
	Fund balance			-	-	-	Variable	-	0.0%				
6058	Contingency	-	-	-	-	-	Variable	-	0.0%	-	-	-	-
							Variable	-	0.0%				
F	Total personnel costs	6,437,062	6,529,557	7,210,608	7,112,033	7,420,328		308,295	4.3%	7,922,945	8,121,019	8,324,044	8,532,145

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%			9.95%	9.62%	10.37%	11.32%	
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
	<u>Commodities</u>			-	-	-				-			
6120	Operating Supplies												
J	Paper (printer, letterhead & envelopes)	690	495	1,000	1,000	1,000	Variable	-	0.0%	1,020	1,040	1,061	1,082
J	Employee Recognition (NTW, including DOTY Jacket & retirements)	822	2,075	2,200	2,200	2,200	Variable	-	0.0%	2,244	2,289	2,335	2,382
J	Furniture/Misc Appliances	964		2,000	2,000	2,000	Variable	-	0.0%	2,040	2,101	2,164	2,229
	Cleaning Supplies	-	-	-	1,404	1,446	Variable			1,446	1,489	1,534	1,580
J	General office supplies (includes toner, name plates, bsns cards, Tissue)	<u>6,123</u>	<u>3,456</u>	<u>6,365</u>	<u>6,365</u>	<u>6,365</u>	Variable	<u>0</u>	<u>0.0%</u>	<u>6,493</u>	<u>6,623</u>	<u>6,755</u>	<u>6,890</u>
	Total Operating Supplies	<u>8,599</u>	<u>6,026</u>	<u>11,565</u>	<u>12,969</u>	<u>13,012</u>		<u>0</u>	<u>0.3%</u>	<u>13,243</u>	<u>13,543</u>	<u>13,849</u>	<u>14,163</u>
6123	Cleaning Supplies (antibac & electronic wipes, dish soap, etc)	<u>1,363</u>	<u>1,467</u>	<u>1,404</u>	<u>-</u>	<u>-</u>	Variable	<u>-</u>	<u>0.0%</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
J													
6124	Clothing	<u>3,935</u>	<u>2,514</u>	<u>2,800</u>	<u>2,800</u>	<u>3,000</u>	Variable	<u>200</u>	<u>7.1%</u>	<u>3,060</u>	<u>3,121</u>	<u>3,183</u>	<u>3,247</u>
J													
6180	Computer supplies & software (headsets, software & equipment)	<u>4,381</u>	<u>8,365</u>	<u>5,925</u>	<u>5,925</u>	<u>5,925</u>	Variable	<u>-</u>	<u>0.0%</u>	<u>6,044</u>	<u>6,165</u>	<u>6,288</u>	<u>6,414</u>
C													
	TOTAL COMMODITIES	<u>18,278</u>	<u>18,372</u>	<u>21,694</u>	<u>21,694</u>	<u>21,937</u>		<u>200</u>	<u>1.1%</u>	<u>22,347</u>	<u>22,829</u>	<u>23,320</u>	<u>23,824</u>

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%			9.95%	9.62%	10.37%	11.32%	
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
	<u>Contractual Expenses</u>												
6210	Professional Services												
J	HR Services	8,288	10,701	13,500	15,809	15,809	Variable	-	0.0%	16,125	16,448	16,777	17,113
	Executive Director Search						Variable		0.0%	-	-	-	-
J	Wellness Committee/Services	1,331	414	2,000	2,000	2,000	Variable	-	0.0%	2,000	2,000	2,000	2,000
	<i>Other Professional Services</i>						Variable		0.0%		-	-	-
	Director Search	-		-	-	-	Variable	-	0.0%	-	-	-	-
J	Applicant Testing (skills, Criticall)	3,495	3,195	3,708	3,520	4,529	Variable	1,009	28.7%	4,529	4,529	4,529	4,529
	Psychological Evaluations	11,300	2,200	3,399	3,300	3,300	Variable		0.0%				
	Check-up from Neck Up				7,440	7,440	Variable						
J	Drug Screenings	491	408	469	469	469	Variable	-	0.0%	478	488	498	508
J	Employment Backgrounds	12,634	2,385	7,800	6,000	6,000	Variable	-	0.0%	6,120	6,242	6,367	6,494
T	Technical Consulting - DCC	3,113		12,000	12,000	12,000	Variable	-	0.0%	12,000	12,000	12,000	12,000
T	Operations Consultant (one time)	-		-	-	-	Variable	-	0.0%	-	-	-	-
J	Miscellaneous (website, other)	-	2,604		1,000	1,000	Variable	-	0.0%	1,000	1,020	1,040	1,061
	Personnel Tracking (Guardian Tracking)	2,256	2,922	3,000			Variable						
C	Scheduling	1,980	4,752	4,895			Variable						
	CJIIN (2019 final year)	2,113	-	-	-	-	Fixed	-	0.0%	-	-	-	-
C	Emergency Medical Direction (EMD)	4,200	4,200	4,200	4,200	4,200	Fixed	-	0.0%	4,200	4,200	4,200	4,200
	Professional Services Total	51,202	33,781	54,971	55,738	56,747		1,009	1.8%	46,452	46,927	47,411	47,905
6211	Legal Services												
T	Civil	3,354	15,940	20,000	20,000	20,000	Variable	-	0.0%	20,400	20,808	21,224	21,648
T	Labor	7,106	2,385	7,200	7,200	3,500	Variable	(3,700)	-51.4%	4,000	7,500	4,000	7,500
	Total Legal Services	10,460	18,325	27,200	27,200	23,500		(3,700)	-13.6%	24,400	28,308	25,224	29,148
6214	Fiscal Agency Expenses												
6214	Fiscal Agent (Proposed new contract for 2022)	69,984	71,448	73,590	72,276	124,785	Variable	52,509	72.7%	127,281	129,827	132,424	135,072
	ERP Software implementation	-	-	-	-	12,000	Variable	12,000	0.0%	6,000	-	-	-
6214	Total Fiscal Agency Expenses	69,984	71,448	73,590	72,276	136,785		64,509	89.3%	133,281	129,827	132,424	135,072
L													
6218	Bank Charges	284	123	350	350	350	Variable	-	0.0%	357	364	371	378
L													
6221	Independent Audit Fees	11,500	11,800	12,500	12,100	12,500	Variable	400	3.3%	12,875	13,261	13,659	14,069
T					Page 4								

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%				9.95%	9.62%	10.37%	11.32%
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
6234	Use of personal auto												
T	Executive Director	-		-	-	-	Variable	-	0.0%	-	-	-	-
J	Other personnel	1,536	329	2,000	1,500	2,000	Variable	500	33.3%	2,040	2,081	2,123	2,165
	Total use of personal auto	1,536	329	2,000	1,500	2,000		500	33.3%	2,040	2,081	2,123	2,165
6252	Print Information (pub ed, employment material, handouts)	3,385	-	2,120	3,000	2,120	Variable	(880)	-29.3%	2,162	2,205	2,249	2,294
J													
6255	Advertising	10	-	100	100	100	Variable	-	0.0%	102	104	106	108
J													
6261	Insurance												
J	General Liability	21,576	22,278	21,887	23,128	23,470	Fixed	342	1.5%	23,939	24,418	24,906	25,404
J	Property	8,373	9,000	8,902	9,764	9,908	Fixed	144	1.5%	10,106	10,308	10,514	10,724
J	Faithful Performance (Bonds)	1,007	957	957	920	934	Fixed	14	1.5%	953	972	991	1,011
J	Commercial Auto	75	75	76	78	80	Fixed	3	3.2%	82	84	86	88
J	Open Meeting Law			-	-	-		-	0.0%	-	-	-	-
	Insurance Total	31,031	32,310	31,822	33,890	34,392		503	1.5%	35,080	35,782	36,497	37,227
6276	Telephone												
C	Frontier (Local Service including Circuit/Fiber, Tele-relay, etc)	36,880	36,942	38,110	37,920	39,058	Fixed	1,138	3.0%	39,839	40,636	41,449	42,278
C	AT&T (Long Distance)	-	-		-		Variable	-	0.0%	-	-	-	-
C	Qwest/CenturyLink(Federal & Local Access/Usage Charges)				-			-	0.0%	-	-	-	-
C	Sprint/Nextel (Air Cards)				-			-	0.0%	-	-	-	-
C	Cellular Service	3,577	3,510	4,000	3,252	3,350	Fixed	98	3.0%	3,417	3,485	3,555	3,626
C	Other	-	-	-	-	-	Variable	-	0.0%	-	-	-	-
	Telephone Total	40,457	40,452	42,110	41,172	42,407		1,235	3.0%	43,256	44,121	45,004	45,904
6277	Postage	774	39	450	450	450	Variable	-	0.0%	450	450	450	450
J													
6276	Language Line (pd by State 911 Program)			-	-	-				-	-	-	-

General Fund Budget - Detail

Fund Balance Percentage													
18.12%24.68%10.75%17.89%12.47%9.95%9.62%10.37%11.32%													
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
6280	Other Contractual												
C	Personnel Tracking (Guardian Tracking)				2,922	3,000	Fixed	78	2.7%	-	-	-	-
C	Scheduling				4,752	4,847	Fixed	95	2.0%	4,944	5,043	5,144	5,247
J	Miscellaneous (website, other)	-	605	1,000									
T	CAD Interface (Imagetrend)	12,520	12,520	13,000	13,000	13,000	Fixed	-	0.0%	13,260	13,525	13,796	14,072
	Citizen Survey				-			-	0.0%	-	-	-	-
C	MN CJIS Fees (included in LOGIS fees)							-	0.0%	-	-	-	-
	Mass Telephone Notification System - Annual Fees							-	0.0%	-	-	-	-
C	MTNS Annual Fees	45,900	45,900	49,164	47,048	48,918	Fixed	1,871	4.0%	49,896	50,894	51,912	52,950
C	MTNS CAD Package				-			-	0.0%	-	-	-	-
C	9-1-1 Database Updates	-	-	600	600	600	Fixed	-	0.0%	600	600	600	600
	Total Other Contractual	58,420	59,025	63,764	68,322	70,365		2,044	3.0%	68,700	70,062	71,452	72,869
6282	Contract Equipment Maintenance												
C, T	Logging	16,725	16,725	30,250	30,202	26,452	Fixed	(3,750)	-12.4%	26,452	26,981	27,521	28,071
C, T	Radio Consoles (Motorola)	60,559	62,376	72,818	72,818	76,460	Fixed	3,642	5.0%	78,753	81,116	83,550	85,221
C	Workstation Furniture			-	-	-	Fixed	-	0.0%	-	-	-	-
							Fixed	-	0.0%	-	-	-	-
							Fixed	-	0.0%	-	-	-	-
T	Phone Software Support (IES) - System upgrade 2015	92,852	89,613	100,000	101,825	107,300	Fixed	5,475	5.4%	109,446	111,635	113,868	116,145
	Install grounding kits				-		Fixed		0.0%	-	-	-	-
T, C	Text-to-911 - Annual Maintenance	-		-	-	-	Fixed	-	0.0%	-	-	-	-
T, C	Emergency Fire Dispatching - Annual Maintenance	-		22,000	22,000	22,000	Fixed	-	0.0%	22,440	22,889	23,347	23,814
	Redundant Fiber Links (moved from 6283)	19,383	11,076	11,076	11,076	11,076	Fixed	-	0.0%	11,076	11,076	11,076	11,076
C	Other	-	-	1,000	-	-	Variable	-	0.0%	-	-	-	-
	Total Contract Equipment Repair	189,519	179,790	237,144	237,921	243,288		5,367	2.3%	248,167	253,697	259,362	264,327
6283	Facility Mgmt Payments to County												
T	Facility/Operating	216,216	216,216	224,475	224,475	226,000	Fixed	1,525	0.7%	230,520	235,130	239,833	244,630
	Prior Year Adjustments for Actual vs Estimated.						Fixed	-	0.0%		-	-	-
	2012						Fixed	-	0.0%		-	-	-
	2013						Fixed	-	0.0%		-	-	-
	2014						Fixed	-	0.0%		-	-	-
	2015						Fixed	-	0.0%		-	-	-
	2016						Fixed	-	0.0%				

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%				9.95%	9.62%	10.37%	11.32%
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
	2017						Fixed	-	0.0%				
	2018	(11,175)					Fixed	-	0.0%				
	2019				30,505		Fixed	(30,505)	-100.0%				
	2020				9,122		Fixed	(9,122)	-100.0%				
	Future Reconciliation Credits						Fixed	-	0.0%	-	-	-	-
T	Repair and Maintenance Rent	169,025	172,902	177,050	175,979	178,253	Fixed	2,274	1.3%	181,818	185,454	189,163	192,946
	Total Facility Mgmt Payments to County	374,066	389,118	401,525	440,081	404,253		(35,828)	-8.1%	412,338	420,584	428,996	437,576

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%			9.95%	9.62%	10.37%	11.32%	
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
6288	LOGIS												
	LOGIS Public Safety Application		1,800	-	-	-		-		-	-	-	-
T	Application Support - CAD	850,692	874,308	904,915	901,905	937,910	Fixed	36,005	4.0%	956,668	975,801	995,317	1,015,223
T	Application Support - Payroll	13,272	14,040	14,528	14,450	14,990	Fixed	540	3.7%	15,290	15,596	15,908	16,226
T	Application Support - Internet	12,348	14,496	-	15,965	16,444	Fixed	479	3.0%	16,773	17,108	17,450	17,799
T	Application Support - AVL				-		Fixed		0.0%	-	-	-	-
T	Application Support - EMD	13,889		15,000	14,369	14,600	Fixed	231	1.6%	14,892	15,190	15,494	15,804
T	Application Support - JDE Financial	1,236	1,236	1,279	1,270	1,320	Fixed	50	3.9%	1,346	1,373	1,400	1,428
							Fixed						
T	Insight Licensing (payroll reporting need)	648	1,056	1,095	1,110	1,165	Fixed	55	5.0%	1,188	1,212	1,236	1,261
T	CAD System Development	26,945	27,600	27,000	27,600	28,200	Fixed	600	2.2%	28,764	29,339	29,926	30,525
T	Payroll System Development	2,611	2,650	2,800	2,650	2,700	Fixed	50	1.9%	2,754	2,809	2,865	2,922
	R&D System Development		1,750		1,750	1,800	Fixed	50	2.9%				
							Fixed						
	Fiber State WAN	-	2,208	3,500	3,500	3,800	Fixed	300	8.6%	3,876	3,954	4,033	4,114
	Managed Services (Backups, AD and Ex Server, Wireless Controller)	-	9,955	9,901	9,901	13,850	Fixed	3,949	39.9%	14,127	14,410	14,698	14,992
	Network Services (Security, Network Wellness, Consult)	-	7,521	25,000	25,000	21,000	Fixed	(4,000)	-16.0%	21,420	21,848	22,285	22,731
	Managed Hardware	-	-	160			Fixed	-	0.0%	-	-	-	-
	Managed Software (Adobe, MS, Laserfiche, Security)	-	7,345	22,377	22,377	27,878	Fixed	5,501	24.6%	28,436	29,005	29,585	30,177
	SSL	-		1,545	1,545		Fixed	(1,545)	-100.0%	-	-	-	-
T	Network Wellness (1 yearly charge)	3,082					Fixed	-	0.0%	-	-	-	-
T	Managed Services Backup	4,500		-		-	Fixed	-	0.0%	-	-	-	-
T	Managed Services Servers			-		-	Fixed	-	0.0%	-	-	-	-
T	Fiber Network Redundant Link						Fixed	-	0.0%	-	-	-	-
D	Cisco Firewall Support						Fixed	-	0.0%	-	-	-	-
T	Phone/T1 Access Charges						Fixed	-	0.0%				
T	Administrative Services	196		-		-	Fixed	-	0.0%	-	-	-	-
T	Network Services	8,460		-		-	Fixed	-	0.0%	-	-	-	-
T	State Bandwidth at WSC (OET Charges)	2,842		-		-	Fixed	-	0.0%	-	-	-	-
T	Domain Name Renewals			-		-	Fixed	-	0.0%	-	-	-	-
T	Security Services	439		-		-	Fixed	-	0.0%	-	-	-	-
T	Active Directory	1,452		-		-	Fixed	-	0.0%	-	-	-	-
T	Microsoft Licensing	5,714		-		-	Fixed	-	0.0%	-	-	-	-
D	Video Conferencing (OET pass through)				-		Fixed	-	0.0%	-	-	-	-
D	Public Safety Application Suite				-		Fixed		0.0%	-	-	-	-
					Page 8		Fixed		0.0%				

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%				9.95%	9.62%	10.37%	11.32%
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
T	Other	1,978	90	2,973	2,973		Fixed	(2,973)	-100.0%	-	-	-	-
D	Web Hosting				-			-	0.0%	-	-	-	-
	LOGIS Total	950,303	966,055	1,032,073	1,046,365	1,085,657		39,292	3.8%	1,105,534	1,127,645	1,150,197	1,173,202

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%			9.95%	9.62%	10.37%	11.32%	
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
6289	Radio Fees												
C	800 MHz network access fees (County Fees)												
C	23 Consoles @ \$400												
C	8 subscribers @ \$400												
C	State Subscriber Fees	17,681	17,681	24,874	32,354	32,354	Fixed	-	0.0%	33,001	33,661	34,334	35,021
C	County Contractual Services	-	3,870	10,300	10,000	10,000	Fixed	-	0.0%	10,200	10,404	10,612	10,824
C	County Subscriber Fees	6,999	6,999	7,524	7,280	7,280	Fixed	-	0.0%	7,426	7,575	7,727	7,882
C	Motorola Support	11,950	11,950	12,308	-	-	Fixed	-	0.0%	-	-	-	-
C	Outdoor Warning Siren Support (Dakota County)				-		Fixed	-	0.0%	-	-	-	-
C	Fire Alerting Support (Dakota County)						Fixed		0.0%		-	-	-
	Other						Fixed		0.0%		-	-	-
C	Video Conferencing Hardware Support (Conference/Training Rooms)	-	-	500	-	-	Fixed	-	0.0%	-	-	-	-
	Radio Fees Total	36,630	40,500	55,506	49,634	49,634		-	0.0%	50,627	51,640	52,673	53,727
			-										
6290	Rental Equipment												
J	Large Copier/Printer/Fax/Scanners in Dispatch/Admin	3,141	3,403	3,299	4,340	4,339	Variable	(1)	0.0%	3,141	3,235	3,300	3,366
C	Copier/printer for dispatch floor - REMOVE LINE				-			-	0.0%		-	-	-
J	Postage machine	287	260	309	228	228	Variable	-	0.0%	233	238	243	248
J	Maint for Large Copier/Printer/Fax/Scanners in Dispatch/Admin	1,017	587	945	600	600	Variable	-	0.0%	650	670	690	710
	Rental Equipment Total	4,445	4,250	4,553	5,168	5,167		(1)	0.0%	4,024	4,143	4,233	4,324
6291	Lease payments to Dakota County												
T	Base Facility Lease	725,100	725,100	725,100	725,100	483,400	Fixed	(241,700)	-33.3%	-	-	-	-
	Less: Rent to Dakota County	(9,600)	(9,600)	(9,600)	(9,600)	(6,400)	Fixed	3,200	-33.3%	-	-	-	-
6291	Lease payments to Dakota County	715,500	715,500	715,500	715,500	477,000		(238,500)	-33.3%	-	-	-	-
T													
6308	Tuition Reimbursements			-	-	-		-	0.0%	-	-	-	-
D													

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%				9.95%	9.62%	10.37%	11.32%
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
6311	Training & Conferences												
	Conferences												
C	APCO - National conference	2,437		-	-	4,000	Variable	4,000	0.0%	4,080	4,162	4,245	4,330
C	NENA - National conference	2,047		-	-	2,000	Variable	2,000	0.0%	2,040	2,081	2,123	2,165
C	EMD/EFD National conference (Navigator)	55	616	4,000	4,000	4,000	Variable		0.0%	4,080	4,162	4,245	4,330
C	CAD National conference	3,988		-	-	2,000	Variable	2,000	0.0%	2,040	2,081	2,123	2,165
C	Administrative (IPMA-HR)			-	-	2,000	Variable		0.0%	2,040	2,081	2,123	2,165
C	Local conferences (APCO/BCA/NENA/Police Chiefs/Wellness)	1,285	840	1,900	1,900	1,900	Variable	-	0.0%	1,938	1,977	2,017	2,057
	Training						Variable				-	-	-
C	EMD	8,115	4,955	6,690	3,226	1,792	Variable	(1,434)	-44.5%	1,828	1,865	1,902	1,940
C	Other training events	6,540	5,187	2,500	2,500	2,500	Variable	-	0.0%	2,550	2,601	2,653	2,706
C	Administrative training	1,226	295	1,000	1,000	1,000	Variable	-	0.0%	1,020	1,040	1,061	1,082
C	EFD	13,600	28,495	6,690	4,162	1,133	Variable	(3,029)	-72.8%	6,000	6,000	6,180	6,365
C	IT training	-	-	1,000	1,000	1,400	Variable	400	40.0%	3,400	3,468	3,537	3,608
				-	-	-		-	0.0%	-	-	-	-
	Total Training and Conferences	39,293	40,388	23,780	17,788	23,725		5,937	33.4%	31,016	31,518	32,209	32,913
6312	Business Meetings & Expenses	141	129	550	550	550	Variable	-	0.0%	350	350	350	350
J													

General Fund Budget - Detail

Fund Balance Percentage		18.12%	24.68%	10.75%	17.89%	12.47%	9.95%			9.62%	10.37%	11.32%	
Object Codes		2019 Actual	2020 Actual	2021 Adopted	2021 Estimate	2022 Proposed	Fixed VS Variable	2021 Estimate vs. 2022 Proposed Increase/ (Decrease)		2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
6313	Dues												
J	APCO		339	350	345	355	Variable	10	3.0%	362	369	376	384
J	NENA	142	142	283	275	283	Variable	8	3.0%	289	295	301	307
C	IACP				-	-	Variable		0.0%	-	-	-	-
C	Reference Materials for Dispatch				-	-	Variable	-	0.0%	-	-	-	-
J	Misc. Dues & Memberships	1,636	1,607	1,596	1,549	1,595	Variable	46	3.0%	1,627	1,660	1,693	1,727
	Dues and Subscriptions Total	1,778	2,088	2,229	2,169	2,234		65	3.0%	2,278	2,324	2,370	2,418
6310	Miscellaneous												
F	Debt reporting/Arbitrage Calculations			-	-	-				-	-	-	-
	Refund to Members									-	-	-	-
6310	Miscellaneous			-	-	-		-	0.0%	-	-	-	-
6310	Total Miscellaneous	-	-	-	-	-		-		-	-	-	-
	TOTAL CONTRACTUAL/OTHER	2,590,717	2,605,450	2,783,837	2,831,273	2,673,224		(158,049)	-5.6%	\$ 2,223,489	\$ 2,265,393	\$ 2,307,360	\$ 2,356,427
	Budget Summary												
	Total Personnel Services	6,437,062	6,529,557	7,210,608	7,112,033	7,420,328		308,295	4.3%	\$ 7,922,945	\$ 8,121,019	\$ 8,324,044	\$ 8,532,145
	Total Commodities	18,278	18,372	21,694	21,694	21,937		243	1.1%	\$ 22,347	\$ 22,829	\$ 23,320	\$ 23,824
	Total Contractual	2,590,717	2,605,450	2,783,837	2,831,273	2,673,224		(158,049)	-5.6%	\$ 2,223,489	\$ 2,265,393	\$ 2,307,360	\$ 2,356,427
	TOTAL OPERATING EXPENSES	9,046,057	9,153,379	10,016,139	9,965,000	10,115,489		150,488	1.5%	\$ 10,168,781	\$ 10,409,240	\$ 10,654,724	\$ 10,912,396

TOTAL EXPENSES	9,046,057	9,153,379	10,016,139	9,965,000	10,115,489		150,446	1.5%	10,168,781	10,409,240	10,654,724	10,912,396
DIFFERENCE FROM FINANCIAL REPORT												
DIFFERENCE FROM GENERAL FUND SUMMARY	-	-	-	-	-				-	-	-	-
FUND BALANCE FROM GENERAL FUND SUMMARY	1,639,373	2,259,047	1,076,496	1,782,619	1,261,855				1,012,135	1,001,123	1,104,818	1,235,142
PERCENTAGE	18.1%	24.7%	10.7%	17.9%	12.5%				10.0%	9.6%	10.4%	11.3%
AMOUNT OVER/(UNDER) THE 8.3% PREFERRED BALANCE	885,535	1,496,265	241,818	952,202	418,897				164,737	133,686	216,924	325,775
				-	-				-	-	-	-
AMOUNT OVER/(UNDER) THE 14.0% PREFERRED BALANCE	372,925	977,574	(325,763)	387,519	(154,314)				(411,494)	(456,171)	(386,844)	(292,594)
INCREASE/(DECREASE) IN EXPENDITURES FROM PY	98,876	107,322	970,082	918,943	150,488				53,293	240,459	245,484	257,672
	1.11%	1.19%	10.72%	10.65%	1.51%				0.53%	2.36%	2.36%	2.42%

General Fund Budget - Detail

Fund Balance Percentage												
18.12%24.68%10.75%17.89%12.47%9.95%9.62%10.37%11.32%												
Object		2019	2020	2021	2021	2022	Fixed	2021 Estimate				
Codes		Actual	Actual	Adopted	Estimate	Proposed	VS	vs. 2022 Proposed				
							Variable	Increase/ (Decrease)	2023	2024	2025	2026
									Estimate	Estimate	Estimate	Estimate
						2022			2023	2024	2025	2026
				Variable		7,704,293			8,200,879	8,401,509	8,606,343	8,823,364
				Fixed cost		2,411,196			1,967,902	2,007,731	2,048,381	2,089,032
						10,115,489			10,168,781	10,409,240	10,654,724	10,912,396
						-			-	-	-	-
				Total Fixed Costs		2,411,196			1,967,902	2,007,731	2,048,381	2,089,032
				Fixed costs paid by E911 Fees		581,696	Hard coded		581,696	581,696	581,696	581,696
				Fixed costs paid by MTNS - Flint Hills		18,000			18,000	18,000	18,000	18,000
				Fixed costs to be funded		1,811,500			1,368,206	1,408,035	1,448,685	1,489,336
				Fixed costs to be funded	19.0%	1,811,500			1,368,206	1,408,035	1,448,685	1,489,336
				Variable costs to be funded	81.0%	7,704,293			8,200,879	8,401,509	8,606,343	8,823,364
						9,515,793			9,569,085	9,809,544	10,055,028	10,312,700



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3377

Agenda #: 7.1

Meeting Date: 5/7/2024

DEPARTMENT: Finance

FILE TYPE: Regular Information

TITLE

Update On American Rescue Plan Act Funding

PURPOSE/ACTION REQUESTED

Receive an update on American Rescue Plan (ARP) Act Funding.

SUMMARY

On March 11, 2021, the American Rescue Plan (ARP) Act was signed into law by the President in response to the unprecedented impacts of the COVID-19 health emergency on the economy, public health, state and local governments, individuals, and businesses. ARP provides various new sources to fund for the County's relief and response efforts related to COVID-19.

The County has received ARP funds, in the amount of \$83,332,300. To date, the County Board has allocated \$82,435,977 of available ARP funds to 19 ARP eligible programs or projects.

On December 31, 2024, the County will be required to obligate any unspent ARP funds to be used from January 1, 2025, through December 31, 2026. Current rules would require the County to return to the Treasury any ARP funds that have not been obligated by the obligation deadline of December 31, 2024. The County would also be required to return any ARP funds not expended by December 31, 2026.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

- | | | |
|--|---|--------------------------------|
| <input checked="" type="checkbox"/> None | <input type="checkbox"/> Current budget | <input type="checkbox"/> Other |
| <input type="checkbox"/> Amendment Requested | <input type="checkbox"/> New FTE(s) requested | |

RESOLUTION

Information only; no action requested.

PREVIOUS BOARD ACTION

21-038; 1/19/21

21-272; 5/18/21

ATTACHMENTS

Attachment: ARP Project Summary

Attachment: ARP Project Financials

BOARD GOALS

- | | |
|--|---|
| <input type="checkbox"/> A Great Place to Live | <input type="checkbox"/> A Healthy Environment |
| <input checked="" type="checkbox"/> A Successful Place for Business and Jobs | <input type="checkbox"/> Excellence in Public Service |

CONTACT

Department Head: Paul Sikorski

Author: Karen Cater

Dakota County Project Summaries - May 2024

American Rescue Plan (ARP)

State and Local Fiscal Recovery Funds (SLFRF)

Directly Funded Projects

Byllesby Dam

Expenditure Category: 5.7 Clean Water: Energy Conservation

Dakota County owns the Byllesby Dam and operates its high-hazard hydroelectric facility under the Federal Energy Regulatory Commission (FERC) safety regulations. The County is in the process of completing turbine and powerhouse upgrades for the Byllesby Dam Water-to-Wire Redevelopment Project to modernize and maximize production of clean energy from the Dam. Overall project goals include:

- Preserve the clean energy generation capability for at least another 50 years.
- Replace century-old original head gates, draft tubes, overhead crane rails, generators, and turbines.
- Remove flood damaged concrete and bedrock chunks from river channel.
- Address dam safety issues like cracks in the Ambursen buttress dam and a stormwater pipe penetration through the north embankment.
- Restore the historic character of the façade by replacing blocked-up windows and repairing walls and roofs.
- Replace the 20- to 40-year-old stop logs, interior ventilation system and electrical switchgear.
- Upgrade to generating units that are more efficient and are matched to site head and flow conditions.
- Address worker safety concerns by relocating the maintenance and operator entrance out of the icy spray zone.

River to River Greenway – Thompson Oaks Segment

Expenditure Category: 2.22 Strong Healthy Communities: Neighborhood Features that Promote Health and Safety

The project is located on the former Thompson Oaks municipal golf course property and converts 10 acres of the former municipal golf course to a regional stormwater treatment system and restores a former wetland and creek complex which was destroyed via filling of construction waste and other debris in the 1980s. The project is located within qualified census tract number 601.05.

The River to River Greenway Master Plan identified this new greenway alignment, which will connect to the Robert Street Underpass east across the former Thompson Oaks Golf Course owned by the City of West St. Paul. The project will directly work to lower TSS (Total Suspended Solids) and TP (Total Phosphorus) levels by targeting a highly urbanized sub watershed for regional stormwater treatment. The project combines stormwater treatment, drinking water protection, and contaminated soil remediation with economic redevelopment, recreational opportunities, and shared green space amenities while fostering community

education and public engagement on surface water and groundwater quality issues and solutions.

Mental Health Crisis Follow-up

Expenditure Category: 1.12 Mental Health Services

In this model, a Dakota County mental health professional social worker partners with one or more dedicated Community Engagement/Mental Health officers at participating police departments. The officer and mental health professional review calls for service that may indicate an underlying mental health issue and follow-up with people who have experienced a crisis. The main goals of follow-up include offering and facilitating connection to on-going services and supports, as needed, and providing immediate short-term therapeutic intervention. This often helps mitigate future crisis situations. There are currently 12 FTE social worker positions available in the Crisis Follow-up and Stabilization Unit, plus one FTE supervisor. Eight of the 12 positions are dedicated to the Embedded Social Work model.

Mental Health Crisis Response

Expenditure Category: 1.12 Mental Health Services

Dakota County's Crisis Response Unit (CRU) was established in 1993 to respond to increasing County costs related to child placements by law enforcement. The County was later required by Minn. Stat. § 256B.0624 and Minn. Stat. § 256B.0944 to have its own mental health crisis response, and CRU evolved to also meet that requirement.

In response to high demand for crisis mental health services and changing community expectations, the Board approved adding 9.0 FTE social workers (SWs) and one FTE supervisor to Dakota County's Crisis Response Unit. Additional social workers focus on mobile crisis response, responding in pairs and/or with public safety partners. Following a mobile crisis assessment or intervention, social workers will connect residents with crisis follow-up or other ongoing services.

Staff respond to calls to provide crisis planning, develop coping strategies, and refer to outside resources. This can be face-to-face or by phone. The CRU is also the after-hours entry point across all County social service programs, including vulnerable adult protective services; child protection; parent/child conflict; and many others.

Crisis and Recovery Center

Expenditure Category: 1.12 Mental Health Services

The Crisis and Recovery Center will be a regional resource for mental health crisis assessment, stabilization, and treatment services as an alternative to, or transition from, hospital level care. This new center, located in West St. Paul, MN, will provide 16 bedrooms, with private bathrooms, group and living space for residential treatment level of care. The center will also include a place to go for assessment, support, and connection to resources. The 15,000-square-foot, two-story center will accommodate people with physical disabilities, which is a limitation of the current buildings. The center will include three service concepts:

- Crisis assessment and support services that will be an alternative to more intensive or restrictive settings. This was an identified need and a gap in Dakota County's existing crisis services continuum.
- Intensive Residential Treatment Services (IRTS) are typically a 90-day stay with a specific focus on recovery and it is usually individuals who were recently discharged from a hospital.
- Crisis Residential Services (CRS) are short-term services for those in acute crisis that include a stay from 1-5 days.

Nicols Pointe

Expenditure Category: 2.15 Long-Term Housing Security: Affordable Housing

Nicols Pointe is a 24-unit (all one-bedroom/one-bathroom units) apartment building in Eagan that will be affordable to persons aged 55 and up, with a preference for Veterans. All units will be income-restricted for households at or below 60% of the Area Median Income (AMI). The project will be developed, owned, and operated by the Dakota County Community Development Agency (CDA).

South St. Paul Library

Expenditure Category: 2.37 Economic Impact Assistance - Other

The library construction project created the County's tenth branch library location at 131 7th Ave. N. within the City of South St. Paul. This new library, part of the Dakota County Library system, will respond to critical needs in the community, including the areas of health care, employment, and workforce development. The new building will also provide public access to the internet for purposes including work, education, and health monitoring. This library will support and provide educational and other resources for a community with a median income among the lowest in the county.

Law Enforcement Center Integrative Health Unit

Expenditure Category: 1.12 Mental Health Services

Over the past decade, there has been a demonstrated and growing need to provide medical and mental health services to county residents, including inmates housed at the County jail. Despite the fluctuation in inmate population during the COVID-19 pandemic and over-arching changes in the judicial system created by it, a consistent need for dedicated medical and mental health services remains inside the jail. The pandemic increased isolation, stress, and anxiety across the general population, which further highlighted these needs in the jail population. It is now estimated that 15% or more of jail inmates would benefit from dedicated medical or mental health services. Additional research has documented the benefits of providing program and treatment spaces for use by inmates to aid in their active recovery and ongoing treatment. The 30-bed building addition will add capacity to the existing County Jail and will help to meet the demonstrated needs for dedicated medical and mental health spaces.

Revenue Replacement

- **Communities of Color Outreach:** This program established contracts with community organizations to address the disproportionate impacts of the COVID-19 crisis and related hardship on communities of color, with a focus on Black and Latino communities. Contracts focused on the following goals: inform community members about COVID-19 and available resources; assist County residents in navigating support programs and gaining access to services; slowing the spread of COVID-19; supporting recovery from the pandemic; and advising the County's communication strategies to improve reach and effectiveness with communities of color. Work was completed with six community agencies, and ongoing efforts are now folded in the Public Health department's work on health equity.
- **Criminal Courts Backlog:** As a result of the COVID-19 pandemic, there is a significant backlog of criminal cases in the Dakota County District Court. The project includes hiring two full time equivalent (FTE) entry-level Assistant County Attorneys and one Legal Administrative Assistant to assist with the backlog of criminal cases and to reduce caseload numbers for criminal prosecutors. The overall goal is a 20% reduction of the criminal court backlog each quarter and ultimately to attain and maintain lower prosecutorial caseload numbers to ensure better public services for victims, witnesses, law enforcement and defendants.
- **Customer Relations Management:** Dakota County Employment and Economic Assistance (EEA) has a long-term strategy of providing self-help features for clients to obtain status information about their cases and update changes in household information. The first step of this strategy, and the focus of this project, is to replace an outdated and no longer supported interactive voice response (IVR) software, with a more versatile solution that not only provides IVR features but also call center features that will provide efficiencies for the EEA staff. Current state call flows have been developed for the entire department. These flows will be used to develop the initial IVR design. EEA also worked with Dakota County Information Technology on a related communications project that will provide the contact center solution for this project.
- **Emergency Shelter:** In 2020, Dakota County Social Services significantly increased non-congregate emergency shelter capacity for people experiencing homelessness in response to the COVID-19 pandemic. Since then, Social Services sustained this capacity through a variety of funding sources, including federal grant funds, state grant funds, and county levy funds. The focus is to provide emergency shelter for youth ages 18-24 and their children through The Link (a non-profit for youth) and single adults ages 21+ through Dakota County in a hotel shelter environment.
- **Law Library Grant:** Funding is being used to support staffing and expand access to residents. The pandemic effects on society and constriction of access to courts has exacerbated the need for supporting residents navigating the judicial system. This is happening at the same time as primary revenues through court fees have fallen considerably and staffing levels have been cut. The Dakota County Law Library has stepped in to fill the legal assistance void for those who are unable to afford a private attorney but make too much to qualify for free legal assistance.
- **Mental Health Civil Commitment Screening:** Funding for 1.0 FTE Social Worker in the pre-petition screening unit to respond to high demand for mandated civil commitment services including screening, court processes, family and collateral engagement, service

coordination and case management. Dakota County and other counties continue to experience high demand and high acuity in mental health and substance use services. Referrals for civil commitment screening increased 30% since the start of the pandemic and continue to hold at that level.

- **Municipal Wastewater Connection:** The Municipal Wastewater Connection program is designed for low-income homeowners with failing septic systems who are eligible to make a connection to a municipal wastewater treatment system. The program was designed to accommodate the City of Randolph's unique situation as the city moves from onsite septic systems to a community solution. The City of Randolph will be constructing the city sewer system in the summer of 2023 with connections to be made in 2024.
- **Pre-petition Screener Social Workers:** Hire 2.0 FTE Social Workers in the pre-petition screening unit to respond to high demand for mandated civil commitment services for clients who may also be involved in the Rule 20 process through the criminal court. Dakota County and other counties continue to experience high demand and high acuity in mental health and Substance Use services. Referrals for civil commitment screening and Rule 20 referrals increased 30% since the start of the pandemic and continue to hold at that level.
- **Financial Assistance Specialists (Time-Limited):** A fully trained Financial Assistance Specialist can manage public assistance programs for 200-450 households. Due to the COVID Pandemic, public assistance caseloads increased by 35.1% (May 2022). These additional positions aid in the management of increased public assistance caseloads and help people get the critical services they need in a timely way.
- **Workforce Mobility Program:** The Dakota County Technical College and Inver Hills Community College collaborated with the Dakota County Employment and Economic Assistance, the Dakota-Scott Workforce Development Board, and area CareerForce Centers on a pilot program to provide free tuition in credit or non-credit training for Dakota County residents in key identified in-demand industry sectors. The program launched with training offered for occupations such as certified nursing assistant, emergency medical technician, phlebotomy technician, Class A commercial truck driving, boiler operations, welding, and early childhood and youth development. The program was marketed to low-income Dakota County residents through direct mailings.
- **Aspen House (Youth Shelter):** Following the closure of the shelter in Hastings in 2019, Dakota County and Washington County began partnering to fill this gap in the continuum of safe housing options for youth. Dakota County purchased a 12-bed residential facility located in Mendota Heights to provide temporary emergency housing and support services for youth ages 12 to 18 who do not have a safe place to stay. Washington County contributed \$400,000 of its ARP funding to the purchase and to have priority access to this resource with Dakota County. The facility, named Aspen House, provides 24-hour on-site supervision and support services.

ARP Spending

as of 3/31/24

Direct Eligible Programs	Total Spending	Board Approved ARP Budgets	Variance
BYLLESBY DAM WATER	\$ 8,777,362	\$ 27,705,766	\$ 18,928,404
CRISIS AND RECOVERY CENTER	\$ 125,062	\$ 4,640,072	\$ 4,515,010
EXPAND CRISIS FOLLOW-UP/COORDINATED RESPONSE	\$ 327,538	\$ 997,223	\$ 669,685
LAW ENFORCEMENT CENTER - INTERGRATIVE HEALTH UNIT	\$ 1,805,870	\$ 14,400,000	\$ 12,594,130
MENTAL HEALTH CRISIS/CRISIS RESPONSE	\$ 416,169	\$ 1,470,864	\$ 1,054,695
NICOLS POINTE	\$ 7,835,000	\$ 9,000,000	\$ 1,165,000
SOUTH ST PAUL LIBRARY	\$ 5,600,259	\$ 11,300,000	\$ 5,699,741
THOMPSON OAKS/RIVER TO RIVER GREENWAY	\$ 3,575,080	\$ 4,975,265	\$ 1,400,185
Total Direct Eligible Programs	\$ 28,462,341	\$ 74,489,190	\$ 46,026,849

Revenue Replacement Programs	TOTAL SPEND	Board Approved ARP Budgets	Variance
ATTORNEY STAFFING/CRIMINAL CASE BACKLOG	\$ 337,157	\$ 746,271	\$ 409,114
COMMUNITIES OF COLOR OUTREACH	\$ 197,212	\$ 400,000	\$ 202,788
CUSTOMER RELATION MGMT/DIAL SOFTWARE	\$ 100,000	\$ 100,000	\$ -
EMERGENCY SHELTER	\$ 651,652	\$ 1,539,000	\$ 887,348
LAW LIBRARY GRANT	\$ 265,000	\$ 415,000	\$ 150,000
LOW INCOME HOMEOWNERS MUNICIPAL WASTEWATER TREATMENT FACILITY CONNECTIONS	\$ -	\$ 375,000	\$ 375,000
MENDOTA YOUTH SHELTER	\$ 2,141,100	\$ 2,325,000	\$ 183,900
MENTAL HEALTH CIVIL COMMITMENT	\$ 90,037	\$ 344,135	\$ 254,098
PREPETITION SOCIAL WORKER/SCREENS	\$ 268,979	\$ 344,135	\$ 75,156
TIME LIMITED FASII POSITIONS (EEA)	\$ 472,894	\$ 1,108,246	\$ 635,352
WORKFORCE MOBILITY PGRM (DCTC)	\$ 250,000	\$ 250,000	\$ -
Total Revenue Replacement Programs	\$ 4,774,030	\$ 7,946,787	\$ 3,172,757

Total ARP Programs	\$ 33,236,371	\$ 82,435,977	\$ 49,199,606
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General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3354

Agenda #: 8.1

Meeting Date: 5/7/2024

DEPARTMENT: Library

FILE TYPE: Regular Information

TITLE

Update On Library Strategic Planning

PURPOSE/ACTION REQUESTED

Update on the status of the library's strategic planning process.

SUMMARY

The library is restarting its strategic planning process and will begin the community engagement portion in late May. Staff wish to present to the Board of Commissioners the steps which will be taken to hear feedback from library users and non-users.

The library contracted with Terraluna Collaborative, a consulting firm based in Minneapolis to help library staff plan the community outreach and write the final plan. This presentation is an opportunity to share the specific steps the library will be taking with the Board of Commissioners before starting the community engagement.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

None. The library is using MELSA funds to pay for the consultant's services.

- | | | |
|--|---|--------------------------------|
| <input checked="" type="checkbox"/> None | <input type="checkbox"/> Current budget | <input type="checkbox"/> Other |
| <input type="checkbox"/> Amendment Requested | <input type="checkbox"/> New FTE(s) requested | |

RESOLUTION

Information only; no action requested.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

None.

BOARD GOALS

- | | |
|---|--|
| <input checked="" type="checkbox"/> A Great Place to Live | <input type="checkbox"/> A Healthy Environment |
|---|--|

☐ A Successful Place for Business and Jobs

☐ Excellence in Public Service

CONTACT

Department Head: Margaret Stone

Author: Margaret Stone



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3390

Agenda #: 11.1

Meeting Date: 5/7/2024

Adjournment