



Dakota County

General Government and Policy Committee of the Whole

Agenda

Tuesday, August 12, 2025

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

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 July 8, 2025

5. Central Operations

5.1 Finance - Report On Budget Amendments And Contracts

6. County Board/County Administration

6.1 Office Of The County Manager - 2025 Board Priorities Second Quarter Update

REGULAR AGENDA

7. Physical Development

- 7.1 *Environmental Resources* - Authorization To Submit Second Solid Waste Capital Assistance Program Application for Recycling Zone Plus
- 7.2 *Facilities Management* - Authorization For Approval Of Schematic Design And Authorization To Amend Professional Services Contract With Hammel, Green and Abrahamson, Inc. And Amendment Of 2025 Facilities Capital Improvement Program For Burnhaven Library Renovation Project

8. County Board/County Administration

- 8.1 *Communications and Public Affairs* - Legislative Work Session Planning Update

9. County Manager/Deputy/Director's Report

10. Future Agenda Items

11. Adjournment

- 11.1 Adjournment

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General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4725

Agenda #: 3.1

Meeting Date: 8/12/2025

Approval of Agenda (Additions/Corrections/Deletions)



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4726

Agenda #: 4.1

Meeting Date: 8/12/2025

Approval of Minutes of Meeting Held on July 8, 2025



Dakota County

General Government and Policy Committee of the Whole

Minutes

Tuesday, July 8, 2025

9:30 AM

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

(or following County Board)

1. Call to Order and Roll Call

The meeting was called to order by Commissioner Workman at 9:43 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 Heidi Welsch, 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 Workman 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: Mike Slavik

Ayes: 7

CONSENT AGENDA

On a motion by Commissioner Halverson, seconded by Commissioner Hamann-Roland, the Consent agenda was approved as follows:

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on June 24, 2025

Motion: Laurie Halverson

Second: Mary Hamann-Roland

Ayes: 7

5. Central Operations

5.1 Review And Approval Of Disability Advisory Council Priorities

Motion: Laurie Halverson

Second: Mary Hamann-Roland

WHEREAS, by Resolution No. 24-038 (January 23, 2024), the Dakota County Board of Commissioners authorized the formation of the Dakota County Disability Advisory Council (Council); and

WHEREAS, the purpose of the Council is:

- Providing technical expertise on issues that affect people with disabilities.
- Acting as an independent sounding board for issues, ideas, and policy matters impacting disabled individuals.
- Seeking advice from members and the public in the county decision-making processes.
- Reflect the diverse interests of county clientele and residents.
- Meet requirements of state law.
- Providing annual recommendations to the County Board of Commissioners

; and

WHEREAS, the Council convened for the first time in September 2024, and over the past several months, members have worked collaboratively to identify key focus areas to guide their efforts in advocating for people with disabilities in the county; and

WHEREAS, on May 14, 2025, the Council formally adopted the following four priorities, listed in order of importance as determined by the group:

- **Priority 1: Improve Access to Disability Support Services**
 - Identify challenges navigating services and other essential benefits available to residents with disabilities and disabled residents.
 - Examples: benefits programs, affordable housing, employment opportunities, public health and safety, etc.
 - Advocate to ensure these services are accessible, adequately funded, and effectively communicated to those in need.
- **Priority 2: Improve Transportation Accessibility and Safety for Individuals with Disabilities and Disabled Individuals**
 - Identify barriers to accessible public and private transportation options
 - Advocate for expanded transportation options that are affordable, reliable, and meet the diverse and intersecting needs of individuals with disabilities and disabled individuals.

-
- Promote inclusive design standards for streets, sidewalks, crosswalks, roundabouts, and transit stops to enhance mobility and safety.
 - Collaborate with county departments to identify and eliminate obstacles.
 - Encourage community input to ensure that the voices of individuals with disabilities and disabled individuals are considered in transportation planning and decision-making.
 - Include individuals with disabilities and disabled individuals in follow-up evaluations of projects to ensure accessibility.
 - **Priority 3: Support Public Outreach and Awareness of County Disability Initiatives**
 - Provide recommendations on effective outreach methods to inform residents about disability-related services and initiatives.
 - Advocate for the use of diverse communications channels to reach all segments of the community and recommend strategies to engage diverse and underrepresented disability communities.
 - Promote awareness of county disability programs: Act as ambassadors by sharing information with community organizations, businesses, and other stakeholders.
 - Assist in identifying community stories and testimonials that show the impact of county programs and services.
 - Recommend improvements based on public feedback to enhance the effectiveness of county outreach efforts.
 - **Priority 4: Promote Inclusive and Equitable County Services and Facilities**
 - Support the enhancement of county services and facilities to improve accessibility across physical, auditory, sensory, cognitive, technological, and communication needs, including support for service animals and interpretation services.
 - Identify barriers and recommend solutions to promote access to all disabled individuals and individuals with disabilities, apparent and non-apparent, allowing every person to contribute, productively engage, and have positive experiences in all facets of the community.
- ; and

WHEREAS, the Council will utilize these priorities to develop its work plan, which will be presented to the Dakota County Board later in 2025.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board approves the Disability Advisory Council priorities.

This item was approved and recommended for action by the Board of Commissioners on 7/29/2025.

Ayes: 7

REGULAR AGENDA

6. County Board/County Administration

6.1 Legislative Update

A federal update from received by Downs Government Affairs LLC, including a broad overview of the One Big Beautiful Bill Act recently signed into law. The committee also discussed the status of potential state funding for the Recycling Zone Plus project and whether state funding could be used toward a river landing use area at Spring Lake Park Reserve. The committee also discussed state transportation funding.

Information only; no action requested.

7. County Manager/Deputy/Director's Report

County Manager Heidi Welsch gave a brief update on ongoing work for the 2026 budget. Heidi also mentioned that the National Association of Counties Annual Conference will be held next week and Communications and Public Affairs Assistant Director Scott Wente will be available as needed for any assistance.

8. Future Agenda Items

No future agenda items were discussed.

9. Adjournment

9.1 Adjournment

Motion: Mike Slavik

Second: Mary Hamann-Roland

On a motion by Commissioner Slavik, seconded by Commissioner Hamann-Roland, the meeting was adjourned at 10:42 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-4748

Agenda #: 5.1

Meeting Date: 8/12/2025

DEPARTMENT: Finance

FILE TYPE: Consent Information

TITLE

Report On Budget Amendments And Contracts

PURPOSE/ACTION REQUESTED

Receive quarterly updates on budget amendments and contracts for 2025.

SUMMARY

The summary of budget amendments completed from April 1, 2025 through June 30, 2025, is included as attachment: Budget Amendment Summary. Budget amendments identified in the attachment include administrative amendments that would have gone to Board prior to the adoption of the Budget Compliance Policy by Resolution No. 18-485 (September 18, 2018).

The Professional Services Contracts (Attachment) is a summary of all administratively approved contracts and contract amendments completed April 1, 2025 through June 30, 2025, that would have needed Board approval prior to the adoption of the Solicitation Bid and Contract Policy by Resolution No. 18-485 (September 18, 2018).

Future updates of budget amendments and contracts will be adjusted to maximize reporting capabilities of DakotaConnect. Staff will also review the contents of future reports to ensure they meet the needs of the County Board.

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 required.

PREVIOUS BOARD ACTION

18-845; 9/18/18

ATTACHMENTS

Attachment: Budget Amendment Summary

Attachment: Professional Services Contracts

BOARD GOALS

- ☐ Thriving People ☐ A Healthy Environment with Quality Natural Resources
- ☒ A Successful Place for Business and Jobs ☐ Excellence in Public Service

CONTACT

Department Head: Will Wallo

Author: Karen Cater

Dakota County
Budget Amendment Summary
Reporting Dates April 1, 2025-June 30, 2025

Set ID	Effective Date	Department	Reference Description	Revenue	Expense	FTE
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No Amendments to Report This Period

Report Totals				\$ -	\$ -	0.00
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DakotaConnect - Professional Services Contracts Between \$50,000 - \$100,000

Contracts Starting Between: 4/1/2025 to 6/30/2025

As of Report Date: 6/30/2025

Contract Number	Supplier Name	Contract Description	Dept	Start Date	End Date	Original Contract Amount
CLA20701	THE FOOD GROUP MINNESOTA INC	The Food Rx	PBH2110	06/02/2025	12/31/2025	50,000.00
DCA22860	EUROFINS LANCASTER LABS ENV TESTING LLC	Soil Sample Analytical Testing Services	ENR2480	04/22/2025	12/31/2025	55,265.00
CLA20736	HOMELAND HEALTH SPECIALISTS INC	SCHOOL-BASED IMMUNIZATIONS	PBH2110	06/18/2025	12/31/2026	60,000.00
DCA22931	MINNESOTA VALLEY TESTING LABORATORIES INC (MVTL)	2025 Community Focused Water Sampling	ENR2480	05/19/2025	06/01/2026	63,000.00
DCA22936	JOHNSON LITHO GRAPHICS OF EAU CLAIRE LTD	2025 Dakota County Summer Newsletter	COM2060	05/01/2025	06/30/2025	63,000.00
DCA22853	SHI INTERNATIONAL CORP	Support for Microsoft Services and Software	INF2300	04/18/2025	04/30/2026	63,200.00
DCA22862	STANTEC CONSULTING SERVICES INC	LBRRP Harry Avenue and Mills Town State Trail Realignment	PRK2450	04/22/2025	12/31/2026	90,700.00
CLA20694	KEYSTONE INTERPRETING SOLUTIONS INC	INTERPRETER AND TRANSLATION SERVICES	CSA2080	04/08/2025	12/31/2027	99,001.00
DCA22799	VIA PARTNERSHIP LLP	Public Art Framework	PDA2370	04/08/2025	12/31/2026	99,950.00

DakotaConnect - Manager Approved Contract Amendments

Contracts Starting Between: 4/1/2025 to 6/30/2025

As of Report Date: 6/30/2025

Contract Number	Supplier Name	Contract Description	Contract Type	Original Contract Amount	Contract Amendment Total	Contract Current Maximum Total	Dept	Amendment Date	Amendment Item Description
DCA20393	SHI INTERNATIONAL CORP	2023-26 Support for Microsoft Products	Non - construction	\$2,942,061.30	\$17,470.97	\$2,984,843.87	INF2300	04/15/2025	Update per 2025-26 annual renewal
DCA20749	GUARDIAN RFID	Inmate management, Monitoring and Tracking Solutions Software, Hardware and Support Services	Non - construction	\$222,083.00	\$11,200.00	\$233,283.00	SHF2240	04/07/2025	Amendment 1 \$11,200
DCA21417	UHL COMPANY INC	IC-134, WSC Data Room Chiller Replacement	Non - construction	\$102,000.00	\$5,200.00	\$107,200.00	FAC2400	05/01/2025	Amendment #1: To add \$5,200.00, for a new maximum of \$107,200.00, from a previous \$102,000.00.
DCA21527	ROCHON CORPORATION = 22410	Project No. 2000017, Award No. 105007, IC-134. General Contractor - Lebanon Hills Maintenance Facility.	construction	\$14,333,000.00	\$114,357.41	\$14,510,887.88	CBU2810	05/07/2025	Amendment #4: To add \$114,357.41, for a new maximum of \$14,510,887.88, from a previous \$14,396,530.47.



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4775

Agenda #: 6.1

Meeting Date: 8/12/2025

DEPARTMENT: Office of the County Manager

FILE TYPE: Consent Information

TITLE

2025 Board Priorities Second Quarter Update

PURPOSE/ACTION REQUESTED

Receive an update on the second quarter of the 2025 Board Priorities.

SUMMARY

The County Board identifies priority areas each year and tracks their progress through the year. With the second quarter of 2025 complete, a summary status update of these board priorities is attached along with brief information regarding each priority (Attachments: 2025 Board Priorities Q2 Update Status Summary and 2025 Board Priorities Q2 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: 2025 Board Priorities Q2 Update Status Summary

Attachment: 2025 Board Priorities Q2 Update

BOARD GOALS

- ☐ Thriving People ☐ A Healthy Environment with Quality Natural Resources
☐ A Successful Place for Business and Jobs ☒ Excellence in Public Service

CONTACT

Department Head: Heidi Welsch

Author: Jessica Parker Carlson



2025 Board Priorities – Second Quarter Update

Excellence in Public Service 25 Priorities	Priorities	On Track	At Risk	Stopped
Innovate and collaborate	1	100% (1)		
Community engagement/communication	2	100% (2)		
Dependable and modern infrastructure and systems	1	100% (1)		
Hire and retain excellent staff	3	100% (3)		
Responsible taxes & sound stewardship of resources	18	83% (15)	17% (3)	
Healthy Environment w/Quality Natural Resources 7 Priorities	Priorities	On Track	At Risk	Stopped
Energy efficiency and sustainability	2	100% (2)		
Protect and maintain quality natural resources	5	80% (4)	20% (1)	
Successful Place for Business and Jobs 4 Priorities	Priorities	On Track	At Risk	Stopped
Innovate and collaborate	1		100% (1)	
Dependable and modern infrastructure and systems	3	100% (3)		
Thriving People 16 Priorities	Priorities	On Track	At Risk	Stopped
Care for vulnerable populations	5	100% (5)		
Community safety health and well-being	5	100% (5)		
Create access to opportunities	5	100% (5)		
Welcome and responsible service for all people	1	100% (1)		



2025 Board Priorities – Second Quarter Update

Board Goal	Initiative	Division/Office	Update	Status
Excellence in Public Service Innovate and Collaborate	Improve partnerships with cities. Analyze current relationship. Identify and implement improvements. Determine County funding for Dakota911.	Central Operations	Information from Office of Performance and Analysis study was presented at the April General Government and Policy Committee meeting along with a discussion regarding Dakota911. County staff continue to work on relationships with cities.	
Excellence in Public Services Community Engagement/Communication	Design and implement website	Communications Central Operations	Staff reviewed proposals and chose two vendors to complete pre-work and development of the website. Contracts were approved by the Board and contractors have started work with staff and other partners.	
Excellence in Public Service Community Engagement/Communication	Develop strategies that will improve and leverage Commissioner communication and liaison with communities.	Communications	Organized legislative breakfast in January. Managed the grand opening of the Crisis and Recovery Center. Prepared Dakota County update presentations for several meetings. At commissioners' request, prepared draft letters to cities and schools highlighting Dakota County concerns with budget proposals at the Legislature. Managed the ribbon-cutting for the Dakota County	

Board Goal	Initiative	Division/Office	Update	Status
			Jail Integrative Health Unit. Coordinated data collection and prepared a one-pager on state and federal funding cuts/shifts and Medicaid/SNAP changes. Coordinated with Scott County to prepare letters on behalf of county board chairs to MPCA leadership and legislators regarding state funding for a new regional household hazardous waste facility. Supported commissioners with legislators at the Capitol during the legislative session.	
Excellence in Public Service Dependable and Modern Infrastructure and Systems	Replace voting equipment under cost sharing JPA	Public Services and Revenue	Received Board approval for budget adjustment and approval for structure of cost-share and municipal repayment plan. All municipal stakeholders were notified. Five proposals were received by the County in June, and vendor demonstrations have been scheduled for August. All municipal clerks have been invited to attend demonstrations. All 45 partners have executed the cost-share agreement.	
Excellence in Public Service Hire and Retain Excellent Staff	Confirm current compensation strategy and desired outcomes	Human Resources	2025 wage increases were administered. Salaries are now up to date. This will be used for the 2025 local county salary survey. Completed Keystone (metro county) salary survey and submitted data in June.	
Excellence in Public Service Hire and Retain Excellent Staff	Continue to access and implement IDEA strategies.	Human Resources	Discussed at March 2025 Senior Leadership retreat. County Manager and Human Resources staff have met with all County Employee Resource Groups (ERGs) individually during Q2 to receive feedback, understand needs and explore opportunities to support ERGs and there work to help support a more inclusive work environment	

Board Goal	Initiative	Division/Office	Update	Status
Excellence in Public Service Hire and Retain Excellent Staff	Implement consistent hybrid and remote work policy.	All Divisions and Elected Offices	The Dakota County telework policy was revised in February 2025. The updated policy, communication, and telework acknowledgement were sent to all staff in late February/early March. Starting March 31, 2025 staff eligible for hybrid work could telework up to three days as department and duties allow.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Maintain overall facilities rating at good.	Physical Development	VFA report prepared and submitted for March Board General Government and Policy Committee discussion. Evaluation of good versus fair conducted as part of CIP development process. Plan for a .25 Facility Condition Index (middle of fair category) developed for draft 2026-2030 CIP.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Improve efficient use of office buildings. Pursue lease agreements for empty office space	Physical Development Public Services and Revenue	Availability of space after the County Fair (when no longer in use by Sheriff's Department) was forwarded to senior leadership. Efforts to rent space will commence after County Fair. Space at NSC on the second floor was offered to ISD 197. Waiting on response.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Collaborate with like counties to ensure interests are adequately represented.	County Administration	Commissioners in AMC District 10 successfully worked together on a transportation funding issue at the end of the 2025 legislative session. Work similar to this will continue going forward.	

Board Goal	Initiative	Division/Office	Update	Status
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Develop 5-year financial plan.	Central Operations	The 2023 audit is complete along with the 2025 debt issuance project. The five-year financial plan can now begin.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Sunset corrections fees	Central Operations Community Services	Community Corrections has submitted a letter to the MN Department of Corrections outlining intent to comply with probation fee collection requirements by August 1, 2029, as outlined in statute.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Assess workloads and FTE levels; create 5-year staffing plans.	Central Operations Human Resources	Office of Performance and Analysis staff have completed reports for Human Resources, Service and License Centers, and Information Technology. The report for Finance will be complete in fall. Work is underway to begin reports for departments in Physical Development.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Eliminate financial potholes; ensure permanent programs/FTEs are not funded with one-time money.	Central Operations	Several potholes were eliminated during 2025 budget planning. This work continues as part of the 2026 budget process. This information will continue to be presented to the Board as part of the budget process.	

Board Goal	Initiative	Division/Office	Update	Status
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Review and maximize charge back collections in Community Services.	Central Operations	Direction has been provided by the County Manager to ensure that maximum charge back revenues are being captured going forward.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Clean up Transportation collections.	Central Operations	Work is underway with staff to reconcile.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Increase revenues to be within the Office of the State Auditor range of 35%-50%.	Central Operations	Discussions on need have been incorporated into the budget discussions and planning. The bond rating process called out this issue as an item of importance for the county to work on going forward.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Reduce reliance on CPA for operations.	Central Operations	This issue is being discussed as part of the 2026 budget process.	

Board Goal	Initiative	Division/Office	Update	Status
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Obtain bonds for select CIP projects.	Central Operations	This was successfully completed in June 2025.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Review and align ELF purpose, policy, and practice.	Physical Development Central Operations	The draft 5-year CIP has been developed for discussion with the Board in August 2025. The County Manager has asked Physical Development Director to work with Finance Director to come up with short and long-term review and plan for ELF.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Develop a consistent purpose, policy, and practice for Byllesby Dam revenues.	Physical Development Central Operations	Financial implications and potential changes to the Fund Balance Policy for the Byllesby Dam are being discussed.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Prepare for state and federal funding cuts.	All divisions/elected offices	All divisions/elected offices have been working on budget planning and cuts. Proposed plans were presented to the Board in July.	

Board Goal	Initiative	Division/Office	Update	Status
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Centralize Finance Department. Phase 1: Collections, contracts, and Physical Development Finance	Central Operations	Phase 1 occurred in January 2025. Hiring for some vacant positions occurred. Working on efficiencies from combining units into Finance.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Centralize Finance Department. Phase 2: Grants Management	Central Operations	Phase 2 is planned for 2026 implementation. Meetings have occurred with Public Health, Employment and Economic Assistance, and Social Services to gather grant roles and responsibilities performed by departments.	
Excellence in Public Service Responsible Taxes and Sound Stewardship of Resources	Centralize Finance Department. Phase 3: Accounts Payable	Central Operations	Work in this area will start to be analyzed in 2026.	
Healthy Environment w/Quality Natural Resources Energy Efficiency and Sustainability	Complete Byllesby Dam turbine replacement.	Physical Development	Completing punch list items and finalizing project budget needs. Working on high voltage interconnect logistics for late summer 2025. Anticipate testing of turbines in August 2025, with commissioning in October 2025.	

Board Goal	Initiative	Division/Office	Update	Status
Healthy Environment w/Quality Natural Resources Energy Efficiency and Sustainability	Develop energy reduction and greenhouse gas plan for County.	Physical Development	RFP issued, contractor selected to complete inventories of 1) emissions generated by County operations, 2) emissions reductions and carbon sequestration for County operations and lands, and 3) emissions reductions and sequestration facilitated by the County and implemented by others.	
Healthy Environment w/Quality Natural Resources Protect and Maintain Quality Natural Resources	Complete Natural Resources Management System Plan update.	Physical Development	Developed basic concepts as part of vision plan development. Vision plan set for adoption in summer 2025, then plan will start to be developed.	
Healthy Environment w/Quality Natural Resources Protect and Maintain Quality Natural Resources	Secure funding for Recycling Zone +.	Physical Development	Communications and Public Affairs worked with Dakota and Scott counties' lobbyists to secure \$6M in state CAP funds for RZ Plus, rather than having to go through an RFP process.	
Healthy Environment w/Quality Natural Resources Protect and Maintain Quality Natural Resources	Complete 2050 Parks System plan.	Physical Development	Discussed during Physical Development Committee meeting in first quarter. Released for public comment in April. Committee approval in July followed by County Board approval the following week.	

Board Goal	Initiative	Division/Office	Update	Status
Healthy Environment w/Quality Natural Resources Protect and Maintain Quality Natural Resources	Complete and implement new Solid Waste Management Plan.	Physical Development	Plan was submitted to MPCA. No substantive comments were received from MPCA. Scheduled for presentation to the County Board in August 2025.	
Healthy Environment w/Quality Natural Resources Protect and Maintain Quality Natural Resources	Study new waste technologies.	Physical Development	Provided details to General Government and Policy Committee in January 2025.	
Successful Place for Business and Jobs Innovate and Collaborate	Collaborate with partners on development.	County Administration	County staff have continued to meet with our city development partners on general and city specific issues. While we have not always agreed on specific outcomes, work on enhancing both development and the development process will continue for both the county and our city partners.	
Successful Place for Business and Jobs Dependable and modern infrastructure and systems	Deliver 2025 CIP projects on time and in budget. Build Lebanon Maintenance Facility.	Physical Development	Construction on schedule for summer 2025 completion.	

Board Goal	Initiative	Division/Office	Update	Status
Successful Place for Business and Jobs Dependable and Modern Infrastructure and Systems	Complete Cannabis Ordinance adoption and retail registration process.	Public Services and Revenue	Received County Board policy direction at 3/11 General Government and Policy Committee (GGP) and reviewed draft ordinance at 4/8 GGP. On May 20, 2025, Dakota County Board adopted Ordinance Number 133 – Regulating the Registration and Sale of Cannabis Products at a public hearing. To date, ten rural jurisdictions have consented for the County to administer retail registration and compliance responsibilities. Application information has been posted on the County's website. To date, no retail cannabis or temporary cannabis event applications have been received.	
Successful Place for Business and Jobs Dependable and Modern Infrastructure and Systems	Implement new tax forfeit rules and system.	Public Services and Revenue	Internal procedures have been updated to reflect the new law. Three tax forfeiture auctions were completed in the first quarter and sales distributions have been managed in accordance with the new law. All internal procedures and policy are complete. Forfeit auctions are tentatively scheduled for 4th quarter, 2025.	
Thriving People Care for Vulnerable Populations	Deliver Public Assistance Benefits withing state required timelines.	Community Services	Clarity completed first quarter work. PAS Team taking 100% of Tier1 METS calls as of late April. Overtime hours plus Greater MN hours provided support of over 16 FTEs. DHS support of 645 MA applications, phase 2 ex-parte for May and phase 1 and 2 for June. Service Delivery Project in-flight. Application research moved. Adult Special Populations (ASP) Phones higher Q2, Tier1 calls with SNAP/Cash case. MN Eligibility Technology System (METS/ASP) improved June '25 in our backlogs; Application avg 45% less and avg 19% less renewals. Blitzes, overtime, and Greater MN remain.	

Board Goal	Initiative	Division/Office	Update	Status
Thriving People Care for Vulnerable Populations	Complete MNChoices assessments within state required timelines.	Community Services	Backlog Status: June 30 2025 1,284 in queue (transitioned all to e-form workflow); 7 months for response; 6-10 weeks to initial assessment; 8.5 to 9.5 months from request to assessment. 13 FTE hired (1/2 of 2025 approved FTE)	
Thriving People Care for Vulnerable Populations	Develop more youth placement options (with metro collaboration).	Community Services	Regional workgroup met three times in first quarter and developed legislative proposals. Received Board approval and letter of support for the policy asks. Workgroup working on developing formal structure moving forward, collecting data and engaging community. In second quarter staff continuing to advocate for needs. Collaborating with other counties to maximize capacity. Greater utilization of Aspen House capacity for Dakota County youth.	
Thriving People Care for Vulnerable Populations	Refine Housing Business Plan.	Community Services	CDA, Office of Performance and Analysis, and Community Services worked on data summary. Currently on hold. Started discussion with County Manager about re-visiting Housing Business Plan. On-track with Finance meetings to outline roles and responsibilities for LAHA. 2025 LAHA revenue amounts published, \$10.9 million. Board action in June 2025 authorizing transfer of LAHA funds to CDA.	

Board Goal	Initiative	Division/Office	Update	Status
Thriving People Care for Vulnerable Populations	3-5 year lease/contract for homeless shelter.	Physical Development Community Services	Following Board direction in Oct. 2024, Community Services and Physical Development explored long-term lease option. ESA responded they will enter 2-year contract, same terms as current contract. Shared update with Board in May, Heidi directed to continue planning for EHS contract, and PD, CAO and contracts will review terms.	
Thriving People Community Safety, Health and Well-being	Open jail Integrative Health Unit.	Physical Development Sheriff's Office	Ribbon cutting in March 2025. Unit is now occupied by inmates.	
Thriving People Community Safety, Health and Well-being	Open Mental Health Crisis Center.	Physical Development Community Services	Ribbon cutting February 2025. Mental Health Crisis Center is now open and being utilized.	
Thriving People Community Safety, Health and Well-being	Investigate and plan Family Resource Center(s).	Community Services	RFP process almost complete, will be awarded soon. Blending work with learnings from Pathways program.	
Thriving People Community Safety, Health and Well-being	Investigate and pursue federally qualified health center (FQHC) access for uninsured or under-insured residents.	Community Services	Community Health Improvement Plan (CHIP) includes this work. The CHIP Advisory Committee has begun conversations related to healthcare access. Preparing to open a school-based health center fall 2025.	

Board Goal	Initiative	Division/Office	Update	Status
Thriving People Community Safety, Health and Well-being	Develop plan and invest Opioid Settlement funds in the community.	Community Services	Contracted partners held presentation with Advisory Committee about their projects. System partners working together to develop referral process for new resources. Board gave direction to sunset ORAC at the end of 2025.	
Thriving People Create Access to Opportunities	Complete and implement Library Strategic Plan.	Public Services and Revenue	The library completed the development of the three-year strategic plan at the end of 2024. In January, the library's Senior Management Team met to identify the priorities for the upcoming year based on the plan. These priorities were brought to an all-supervisor and manager library team meeting for review. From that conversation, Library Administration developed an annual work plan detailing which projects and initiatives will be the focus for this year. The Wentworth Library closed on April 7 for remodel, with the temporary location opening one week later at the NSC. The temporary location saw over 5,000 visits in May and 2,000 in June. Visits have also increased at Wescott, Kaposia, and Inver Glen locations reflecting continued community demand. Schematic design and public engagement are underway for the Burnsville Library remodel. A new Public Conduct Policy has been implemented along with systemwide staff training, and customer experience commitments are nearing completion. Additional strategic projects are underway to expand access and build awareness including planning with Veteran's Services and community organizations who work with Spanish speakers.	

Board Goal	Initiative	Division/Office	Update	Status
Thriving People Create Access to Opportunities	Complete initial phase of Dan Patch Rail Corridor Study for potential greenway/trail.	Physical Development	Presented at Regional Rail Authority meeting in March 2025.	
Thriving People Create Access to Opportunities	Stand up Disability Advisory Board.	Central Operations	Coordination for Disability Advisory Council was transferred to the Access Management Coordinator in early 2025. Bylaws for the Council were approved by the Board in February 2025. The Council set their priorities for 2025 which were reviewed and approved by the County Board during the second quarter of 2025.	
Thriving People Create Access to Opportunities	Develop arts blueprint.	Public Services and Revenue	A Request for Proposals was published in January 2025. The consultant selected to work on the plan is VIA partnership. A comprehensive tour of County facilities and properties was held with the consultants to establish the current state of public art in the County and lay the groundwork for their work. The consultant held kick off meetings with the staff project team as well as the Public Art Advisory committee to discuss desired outcomes and goals. Public engagement and leadership feedback is planned for Q3 and plan drafting is scheduled for Q4 which includes presentations to GGP. Final deliverables are due 1st half of 2026.	
Thriving People Create Access to Opportunities	Complete Parks Visitors Services Plan update.	Physical Development	Basic elements discussed during Vision Plan development. Vision Plan scheduled for approval in summer 2025. This plan will start development after approval of the Vision Plan.	

Board Goal	Initiative	Division/Office	Update	Status
Thriving People Welcome and Responsible Service for All People	Design and implement ADA Compliance Program.	Central Operations	Access Management Coordinator has been meeting with stakeholders and working on a variety of projects. Proposals for digital accessibility issues were reviewed and work is underway to finalize selection of vendor. Will be brought forward to the County Board for contract approval in Q3. Work is also underway with staff in Physical Development to further review and work on physical accessibility in buildings.	



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4245

Agenda #: 7.1

Meeting Date: 8/12/2025

DEPARTMENT: Environmental Resources

FILE TYPE: Regular Action

TITLE

Authorization To Submit Second Solid Waste Capital Assistance Program Application for Recycling Zone Plus

PURPOSE/ACTION REQUESTED

Authorize submission of second Solid Waste Capital Assistance Program (CAP) application with the Minnesota Pollution Control Agency (MPCA) in the amount of \$6 million for the Recycling Zone Plus (RZP) in partnership with Scott County.

SUMMARY

Dakota County is planning for a second household hazardous waste and recycling collection facility, called the Recycling Zone Plus, in partnership with Scott County. In 2020, the State of Minnesota approved \$2 million in bonding funds to Dakota County to support Phase I land purchase for a new facility. Dakota County purchased land in Lakeville in 2024. Dakota County received an additional \$6 million from the 2025 Minnesota legislative session to support Phase II for the construction of the facility. Submittal and approval of a second CAP Grant Application to the MPCA is needed to receive the second funding award.

A Joint Powers Agreement (JPA) between Dakota and Scott counties, executed in 2024, outlines the capital commitment of each county at a proportion based on population. Dakota County will be responsible for administering and operating the RZP, and Scott County will reimburse Dakota County for its portion through a reciprocal use agreement. Staff has been developing an annual budget for the county's household hazardous waste program to address new operational costs and staffing to operate a second facility.

Staff will provide an update on funding, project timeline, and operations planning for the RZP.

RECOMMENDATION

Staff recommends the Board of Commissioners authorize the Physical Development Division Director to sign and submit the second Solid Waste CAP application for the RZP to the MPCA.

EXPLANATION OF FISCAL/FTE IMPACTS

The RZP is estimated to cost \$24 million. This includes land and construction. The county already received \$2 million in CAP grant funds in 2020. The 2025 CAP grant funds awarded is \$6 million with this second application. The remaining \$16 million is expected to be shared proportionally between Dakota and Scott counties.

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

RESOLUTION

WHEREAS, by Resolution No. 18-493 (September 18, 2018), the Dakota County Solid Waste Management Plan (Plan) was adopted; and

WHEREAS, the Plan supports the Dakota County Board of Commissioners' desire to remove household hazardous waste (HHW) from the solid waste stream because of health, safety, and environmental concerns; and

WHEREAS, Dakota County is partnering with Scott County on a joint HHW and recycling center known as the Recycling Zone Plus; and

WHEREAS, Dakota County received \$2 million in the 2020 Minnesota legislative session from Minnesota Pollution Control Agency (MPCA) Solid Waste Capital Assistance Program (CAP) for the purchase of property and design; and

WHEREAS, Dakota County purchased 12 acres in the City of Lakeville, MN, in 2024 near the Scott County border for the Recycling Zone Plus; and

WHEREAS, by Resolution No. 24-055 (January 23, 2024), Dakota and Scott counties executed a Joint Powers Agreement (JPA) for the design and construction of the facility; and

WHEREAS, Dakota and Scott counties, as part of the JPA, will contribute the remaining capital funds based on each county's population percentage; and

WHEREAS, Dakota County received \$6 million in CAP from the 2025 Minnesota legislative session for the construction of the Recycling Zone Plus; and

WHEREAS, Dakota County has prepared a second application for a CAP grant to construct the Recycling Zone Plus at an estimated total project cost of \$24 million; and

WHEREAS, the final grant application requires Dakota County to identify how it will pay for the total cost of the project.

NOW, THEREFORE, BE IT RESOLVED, That Dakota County will implement the project, provide necessary local financing, and accept and exercise the governmental powers necessary to develop and operate the project; and

BE IT FURTHER RESOLVED, That Dakota County pledges to use all funds made available exclusively for the capital costs of the project and to pay any additional amount by which the cost of the project exceeds the estimate by appropriation to the construction fund of additional funds or proceeds of additional bonds of Dakota County; and

BE IT FURTHER RESOLVED, That Dakota County recognizes that any subsequent withdrawal of allocated or additional funds of Dakota County will impair the obligation of contract between the state of Minnesota, Dakota County, and the bondholders; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to sign the second Capital Assistance Program Grant Application and the Capital Assistance Program Grant Agreement on behalf of Dakota County.

PREVIOUS BOARD ACTION

18-493; 9/18/18

21-419; 8/24/21

24-055; 1/23/24

ATTACHMENTS

Attachment: Location Map

Attachment: Presentation Slides

BOARD GOALS

☐ A Great Place to Live

☒ A Healthy Environment

☐ A Successful Place for Business and Jobs

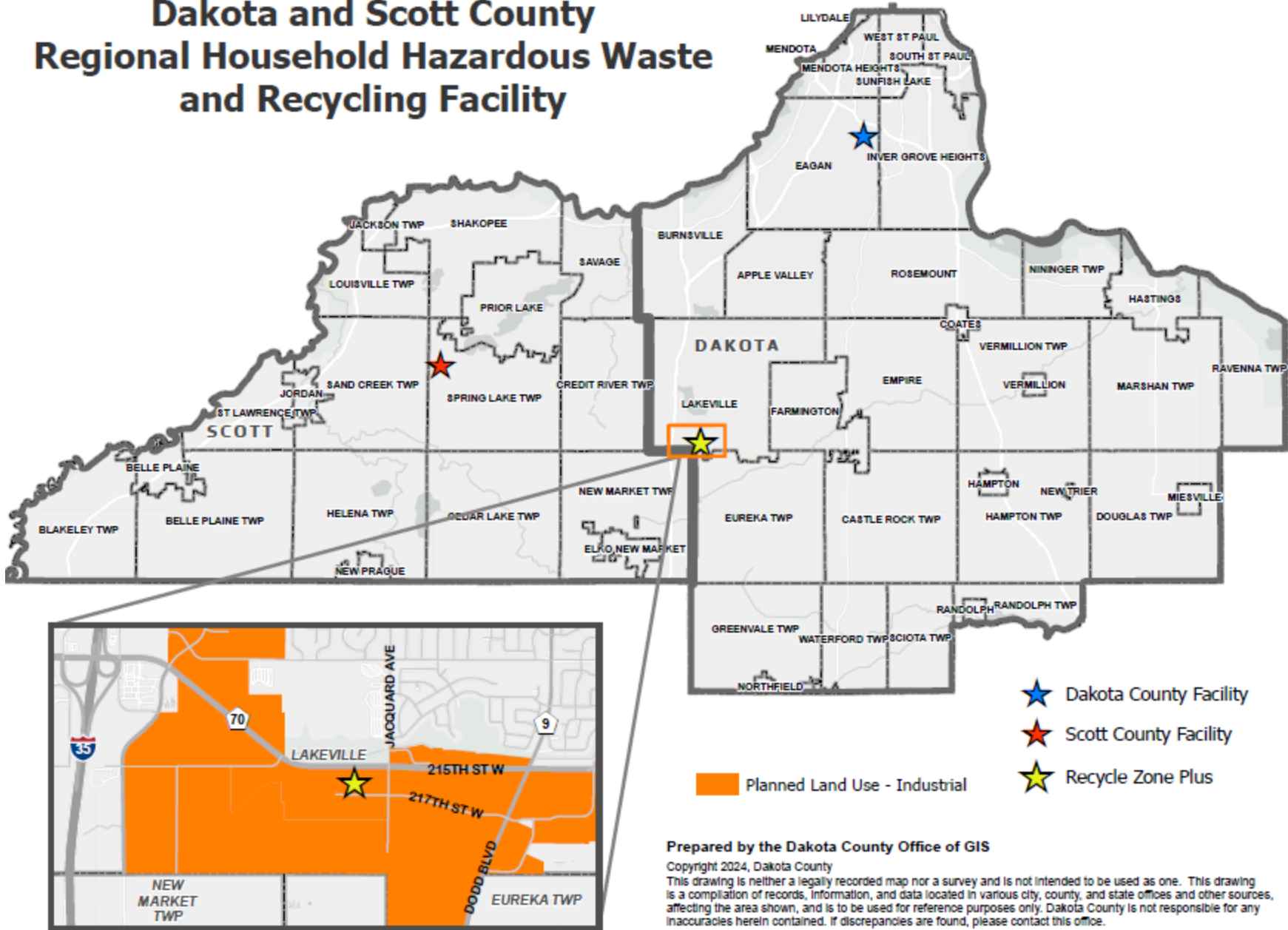
☒ Excellence in Public Service

CONTACT

Department Head: Nikki Stewart

Author: Nikki Stewart

Dakota and Scott County Regional Household Hazardous Waste and Recycling Facility





Authorization to submit second Solid Waste Capital Assistance Program (CAP) Application for the Recycling Zone Plus (RZP)

Nikki Stewart, Environmental Resources Director
Physical Development Division

August 12, 2025

1

Overview



- Project summary
- Project budget
- JPA amendments
- Status of external funding
- Program planning
- Next steps
- Request for board action

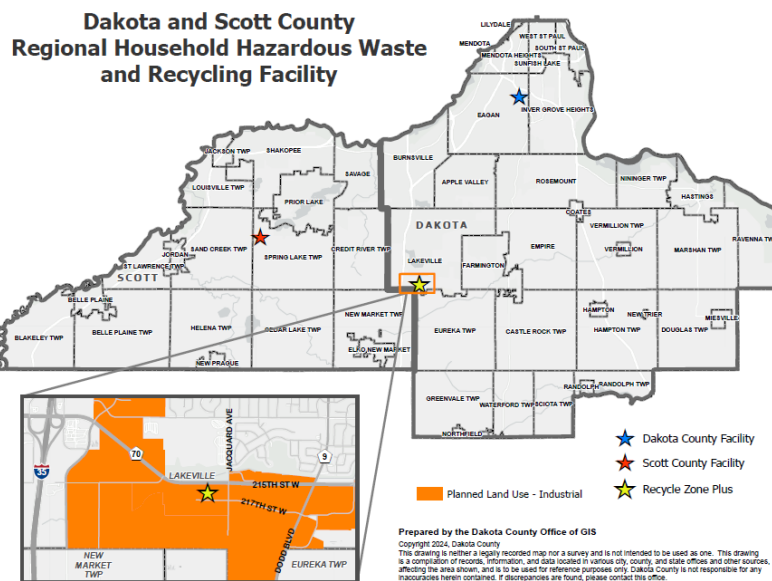
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Recycling Zone Plus Project Summary *Dakota* COUNTY

- Planned with Scott County for household hazardous waste, problem materials, and recyclables.
- Board approved facility design concept in Nov 2023.
- Property purchased in Lakeville in Feb 2024.
 - 2020 \$2M MPCA Capital Assistance Grant (CAP)
 - County funding for remainder.
- Current JPA approved by both counties Feb 2024.
- Received 2025 legislative award of \$6M MPCA CAP.
- Continue to consult with staff at Scott County and City of Lakeville.

3

Project summary *Dakota* COUNTY



4

Project Budget



<u>Source</u>	<u>Budget</u>	<u>Anticipated</u>	<u>Difference</u>
County	\$12.0M	\$11.84M	(\$160K)
State	\$10M	\$8M	(\$2M)
Scott	<u>\$2M</u>	<u>\$4.16M</u>	<u>\$2.16M</u>
Total	<u>\$24M</u>	<u>\$24M</u>	<u>\$0</u>

- State MPCA CAP
 - \$2 million in 2020 for Phase I land purchase and design
 - \$6 million in 2025 for Phase II construction
- \$16 million counties' expected contribution
 - Dakota County at 74%: \$11.84 million
 - Scott County at 26%: \$4.16 million

5

JPA Amendments



- Update state funding amounts and county contributions.
- Address changes to project costs after bidding.
- Update annual capital replacement and maintenance amount from Scott County.

6

Status of External Funding



- Previously Requested Federal Funding:
 - Fiscal year 2026 congressionally directed funding
 - \$0.5 million included – Congresswoman Craig
 - \$14 million included – Senators Klobuchar and Smith
 - \$5M Environmental Protection Agency (EPA) Solid Waste Infrastructure for Recycling (SWIFR) grant
 - 10% project increase with any federal funds and possible project construction delay
- Potential \$2M 2026 state legislative request for remaining eligible MPCA CAP

7

Program Planning



Updated hours of operation

- Consistency across both counties existing and new facilities
- Based on Dakota County OPA study and public survey:
 - Wednesday – Saturday 9:00 a.m. to 6:00 p.m.

Additional materials accepted based on Scott County priorities and public survey:

- Mattresses
- Appliances
- Food waste

8

Program Planning



- RZP staffing and operations budgets
 - Developed participation estimates and conducted Request for Information (RFI) for contractor staff.
 - Use a mix of county employees and contractor staff.
 - May have FTE requests in 2026 based on project timeline.
- Operational budget full year estimation
 - \$835,000 increase to total program budget (not including inflation or participation growth)
- Preparing a Reciprocal Use Agreement for shared operations with Scott County
 - 2027 estimated at \$182,000

9

Program Planning



New 2026 fees will cover recycling and staffing costs for proposed new services

- Appliances
 - \$15 each unit
 - Estimated total revenue \$80,000
- Mattresses
 - \$40 each
 - Estimated total revenue \$121,000

10

Next Steps



- Environmental Resources will:
 - Submit MPCA CAP grant application and finalize contract, if approved.
 - Coordinate amendment to JPA for approval by county boards.
 - Facilitate new reciprocal use agreement with Scott County.
- Capital Project Management will:
 - Complete bidding documents (4 weeks)
 - Conduct bidding and return to board for general contractor award (8 weeks) and budget amendments, as needed
 - Execute general contractor contract (4 weeks)
 - Construction spring 2026 - spring 2027 (12-14 months)

11

Board Action Requested



Request county board approval to sign grant application and grant agreement to receive \$6 million CAP award.



12



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4356

Agenda #: 7.2

Meeting Date: 8/12/2025

DEPARTMENT: Facilities Management

FILE TYPE: Regular Action

TITLE

Authorization For Approval Of Schematic Design And Authorization To Amend Professional Services Contract With Hammel, Green and Abrahamson, Inc. And Amendment Of 2025 Facilities Capital Improvement Program For Burnhaven Library Renovation Project

PURPOSE/ACTION REQUESTED

Authorize the approval of the Burnhaven Library Renovation schematic design as presented. Authorize a contract amendment with Hammel, Green and Abrahamson, Inc. (HGA) and a 2025 Facilities CIP budget amendment for the Burnhaven Library Renovation project.

SUMMARY

The 2025-2029 Building Capital Improvement Program (CIP) Adopted Budget includes a program to renovate the Dakota County branch libraries through a cycle over the next decades. This cycle will focus on mechanical and electrical system upgrades and equipment replacements; interior changes, such as furniture, fixtures, and equipment; finish upgrades, code compliance, and accessibility improvements; and other changes to support process improvement and service delivery. The Burnhaven Library was built in 1973, and many of its major mechanical and electrical systems have met their end of useful life. The building was last renovated in 2009, so many of the public areas need updates, as this is one of the most visited locations in the library system.

Staff solicited proposals for design services through a competitive Request for Proposal process. Hammel, Green and Abrahamson, Inc. (HGA) was approved by the Dakota County Board of Commissioners by Resolution No. 25-207 (April 22, 2025).

A Core Planning Group comprised of County staff from the Library, Facilities, and IT Departments worked with HGA to assess needs, define the space program, confirm the work scope, and develop the schematic design for the project. This process has uncovered the specific need to replace the main electrical gear and the hydronic radiant heating. These replacements will both make the library operate more efficiently and extend the life of its core infrastructure for decades to come. Also uncovered is the interconnection of the support systems for the License Center and the Library. Some of these will need to be separated so that the License Center can remain in operation while the Library is renovated.

To gain public input, proposed project drawings and images were shared at an open house held at the Burnhaven Library on June 25, 2025. In addition to this three-hour event, proposed drawings and images were displayed at the library and shared on the project webpage from July 2 through July 21,

2025. During this time, public comments were submitted via email or in a comment box at the library. Public comments were collected and shared with the design team for consideration. The Dakota County Library Advisory Committee recommended the proposed design for the Dakota County Board of Commissioners to approve on July 10th.

Capital Projects Management staff solicited an independent cost estimate and opinion of constructability. This estimate was compared to an estimate provided by HGA to conclude that the estimates are in alignment. However, the estimated project budget that is listed within the 2025-2029 Building Capital Improvement Program (CIP) is insufficient. Estimates show that an additional \$1,000,000 will be required to deliver the mechanical and electrical infrastructure replacements. Funds for this additional \$1,000,000 of scope will come from savings from the Lebanon Hills Maintenance Facility (LHMF) project. The LHMF project funds and this library project's funds are both from the recent sale of County debt, and with guidance from the County's bond counsel representatives, can be shifted between the projects in the current bonding list.

Due to the project scope increase from the added mechanical and electrical infrastructure replacements and additional structural and landscape design not in the original project scope, the design consultant has requested an increase to their professional services fees. The requested increase in fees, totaling \$113,000, is roughly a 25 percent increase to HGA's total contract value. This increase is a reasonable reflection of the increased project scope, as the construction estimate of the project has also increased by that same percentage. Funds for this amendment to HGA's contract would come from the \$1,000,000 added to the project via savings from the Lebanon Hills Maintenance Facility project.

If the project schematic design is approved as presented, staff will continue efforts to complete the remaining design work and develop the technical bidding documents. The project will be bid in February of 2026, after which staff will return to the County Board to request approval to award the construction contract. Construction is estimated to start in the spring of 2026, with construction work taking about 12 months. The renovated building would be reopened for use in the middle of 2027.

RECOMMENDATION

Staff recommends the approval of the Burnhaven Library Renovation schematic design as presented and approval of the amendment for additional design services with HGA. Staff further recommends approval for the use of \$1,000,000 in project savings from the Lebanon Hills Maintenance Facility project for the benefit of this project.

EXPLANATION OF FISCAL/FTE IMPACTS

The 2025 Facilities CIP Adopted Budget includes \$720,000 for design and \$6,480,000 for construction planned for 2026. A budget amendment is needed to move an additional \$1,000,000 from the Lebanon Hills Maintenance Facility project and added to this project which would bring the total project budget to \$8,200,000.

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

RESOLUTION

WHEREAS, the 2025-2029 Facilities Capital Improvement Program (CIP) Adopted Budget includes a project to renovate the Burnhaven Library as part of the next cycle of library renovation work; and

WHEREAS, Hammel, Green and Abrahamson, Inc. (HGA), was selected as the consultant firm to lead the design efforts for the project by Resolution No. 25-207 (April 22, 2025); and

WHEREAS, HGA worked with a Core Planning Group to confirm the programmatic needs and develop the project through the schematic design phase; and

WHEREAS, a Core Planning Group has identified additional mechanical and electrical infrastructure systems that are in need of replacement within the renovation project scope; and

WHEREAS, public input was solicited through an open house event, sharing materials at the library, and on the project webpage; and

WHEREAS, comments were submitted and shared with the design team for consideration; and

WHEREAS, the Dakota County Library Advisory Committee recommended the proposed schematic design for approval to the Dakota County Board of Commissioners on July 10, 2025; and

WHEREAS, the cost estimates prepared for the schematic design developed to date are in alignment with the estimated project budget, provided an additional \$1,000,000 in funding is added to the project; and

WHEREAS, the construction funding will be included in the 2026 Facilities CIP.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the recommended schematic design for the Burnhaven Library Renovation as presented.

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to execute a contract amendment with Hammel, Green And Abrahamson, Inc., 420 North 5th Street, Suite #100, Minneapolis, MN 55401, in an amount not to exceed \$113,000.00 for a total maximum contract total not to exceed \$509,800.00, subject to approval by the County Attorney's office as to form.

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby amends the 2025 Facilities Capital Improvement Program Budget as follows:

Expense

Lebanon Hills Maintenance Facility (2000017)	(\$1,000,000)
Burnhaven Library Renovation (2000463)	<u>\$1,000,000</u>
Total Expense	\$0

Revenue

Lebanon Hills Maintenance Facility (2000017)	(\$1,000,000)
Burnhaven Library Renovation (2000463)	<u>\$1,000,000</u>
Total Revenue	\$0

PREVIOUS BOARD ACTION

22-207; 04/22/25

ATTACHMENTS

Attachment: Presentation Slides

BOARD GOALS

- ☐ Thriving People ☐ A Healthy Environment with Quality Natural Resources
- ☐ A Successful Place for Business and Jobs ☒ Excellence in Public Service

CONTACT

Department Head: Mike Lexvold

Author: Mike Wiese



Burnhaven Library Renovation Schematic Design Review

Jerome Biedny, Capital Projects Manager

Mike Wiese, CPM Senior Project Manager

General Government & Policy Meeting

12 August 2025

1

Overview



- Background
- Public Engagement
- Schematic Design
- Budget
- Schedule
- Action
- Questions

2

Background



1974 Burnhaven Library Opens

1993 Renovation

2009 Renovation & Addition

2023 License Center Renovations

2026 Major Renovation at hand

- Mechanical and electrical system replacements
- Interior space changes and finish renovations
- Library area only/ no License Center work

3

Background – SD Process



- Systemwide Needs Assessment June 2024
- Hired HGA Architects April 2025
- Program Verification May 2025
- Public Engagement May-July 2025
- Concept Design June 2025
- Estimating July 2025
- Schematic Design Complete Today

4

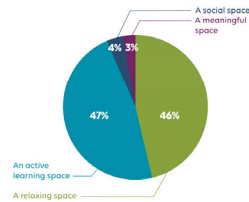
Public Engagement



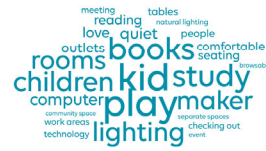
Response summary

1,006 TOTAL RESPONSES
6 WEEKS AVAILABLE
10 SURVEY QUESTIONS

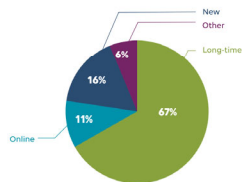
What does Burnhaven library mean to you?



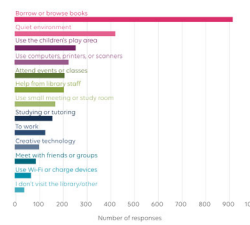
What would you like to see added or updated?



Describe yourself as a library user:



Why do you use Burnhaven library?



If you could design ideal library, what 3 words would you use to describe it?



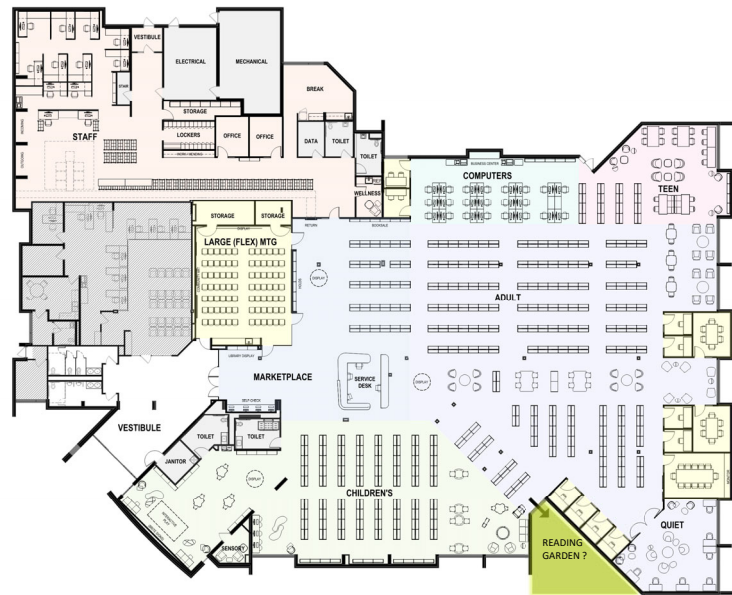
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Existing Building Plan



6

Proposed Floor Plan



7

Infrastructure Replacements



Power Distribution

- ✓ Obsolete
- ✓ Comingled
- ✓ Code conflicted

Lighting

- ✓ Inefficient
- ✓ Less used

8

Infrastructure Replacements

Dakota
COUNTY

Mechanical Systems

- ✓ Original Air Handlers
- ✓ New Distribution
- ✓ Radiators
- ✓ Controls



9

Interior Images

Dakota
COUNTY

Service Desk from Entry



10

Interior Images



Large Meeting Room from Service Desk



11

Interior Images



Quiet Zone & Study Rooms at Northeast Corner



12

Interior Images



Children's Area looking Northeast



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Cost Estimate Summary



Construction Costs	\$4.8m + 0.9m
Soft Costs	<u>\$2.4m + 0.1m</u>
	\$7.2M + \$1m
Total Project Budget	\$8.2m

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Possible Construction Project Schedule



Task Name	Duration	Start	Finish	Q2	Q3	Q4	2026	2027
2000463 - 5409: Burnhaven Library Renovations	570 days	Mon 1/27/25	Fri 4/2/27					
PRE-DESIGN	68 days	Mon 1/27/25	Wed 4/30/25					
DESIGN	206 days	Thu 4/3/25	Thu 1/15/26					
SD's (08/12/25 GGP Presentation)	93 days	Thu 4/3/25	Mon 8/11/25					
Board Approval: Schematic Design	1 day	Tue 8/12/25	Tue 8/12/25					
DD's & CD's	112 days	Wed 8/13/25	Thu 1/15/26					
BIDDING & AWARD	52 days	Fri 1/16/26	Mon 3/30/26					
CONSTRUCTION	268 days	Wed 3/25/26	Fri 4/2/27					

Balance of Design 5 months
 Bid and Award 2.5 months
 Construction 12 months
TOTAL 19.5 months

- ⬇ Return to Board at Contractor Award – March 2026
- Reopen to the public – Spring 2027

15

Action



- Approve the Schematic Design as presented.
- Approve the Budget Amendment which increases the Project Budget by \$1m to a new total of \$8.2m.
- Amend the original design contract with HGA to increase it by \$113,000.

16



Questions?



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4792

Agenda #: 8.1

Meeting Date: 8/12/2025

DEPARTMENT: Communications and Public Affairs

FILE TYPE: Regular Information

TITLE

Legislative Work Session Planning Update

PURPOSE/ACTION REQUESTED

Receive an update on the legislative work session plan.

SUMMARY

Staff will provide an update on the legislative work session that is planned for August 26, 2025. The work session will include reviewing the 2026 legislative platform and any recommended changes. Initial discussion on legislative priorities will be held. Discussion may be held on other related County activities and 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: Presentation Slides

BOARD GOALS

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

CONTACT

Department Head/Author: Mary Beth Schubert



Legislative Work Session Planning Update

Aug. 12, 2025

Work session overview



A Legislative Work Session is scheduled for Aug. 26, following County Board and RRA meetings.

Potential work session agenda items:

- Review current county legislative platform for changes ahead of 2026 legislative session.
- Consider department requests for platform edits and additions.
- Review schedule to finalize approve updated platform.
- Begin discussion of legislative priorities for 2026.
- Other?

Platform schedule



Proposed schedule:

- Aug. 19 — Platform edits due from departments.
- Aug. 26 — County Board reviews existing platform and proposed changes at Legislative Work Session.
- Sept. 23 — Final review of platform edits at GGP.
- Oct. 7 — Board approval of platform.
- Oct.–Nov. — Finalize legislative priorities (bonding, policy)



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4727

Agenda #: 11.1

Meeting Date: 8/12/2025

Adjournment