



Dakota County

General Government and Policy Committee of the Whole

Agenda

Tuesday, May 5, 2026

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. Commissioners may participate in the meeting by interactive technology.

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 21, 2026

5. Central Operations

5.1 Finance - Approval Of Revised Policy 2751 Procurement, Contract And Grant

REGULAR AGENDA

6. County Board/County Administration

6.1 Communications and Public Affairs - Legislative Update

7. Public Services and Revenue

- 7.1 *Public Services and Revenue Administration* - Discussion And Direction On Public Art Blueprint Draft Vision, Mission, Guiding Principles, And Opportunities

8. Physical Development

- 8.1 *Transportation* - Discussion And Direction On Transportation Cost Policy Updates And County Gravel Roads Within Municipal Boundaries

9. County Manager/Deputy/Director's Report

10. Future Agenda Items

11. Adjournment

- 11.1 Adjournment

For more information, call 651-438-4417
Dakota County Board meeting agendas are available online at
<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-5636

Agenda #: 3.1

Meeting Date: 5/5/2026

Approval of Agenda (Additions/Corrections/Deletions)



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-5637

Agenda #: 4.1

Meeting Date: 5/5/2026

Approval of Minutes of Meeting Held on April 21, 2026



Dakota County

General Government and Policy Committee of the Whole

Minutes

Tuesday, April 21, 2026

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 9:40 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 Slavik, seconded by Commissioner Halverson, the Consent agenda was approved as follows:

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on April 7, 2026 and April 14, 2026

Motion: Mike Slavik

Second: Laurie Halverson

Ayes: 7

REGULAR AGENDA

5. County Board/County Administration

5.1 Legislative Update

Mary Beth Schubert, Communications and Public Affairs Director briefed this item. Capitol visits will take place tomorrow and the RZ Plus ground breaking will be held on April 29. Georg Fischer, Assistant County Manager-Physical Development, gave an update on the remaining funds for Thompson County Park Phase II Master Plan improvements. Dan Dwight, Stinson representative was present via interactive technology and provided a state legislative update. Mike Erlandson and Tom Downs, Downs representatives were present via interactive technology and provided a federal legislative update. This item was on the agenda for informational purposes only.

- The committee previously approved a letter of opposition that was sent to the federal Dept. of Transportation expressing concerns with the Regional Solicitation's Community Considerations criteria and it's implementing process, which is scheduled to be approved by Met Council at its April 22, 2026 meeting. The committee directed staff to also send the letter to Metropolitan Council representatives as well as copy the Metropolitan Council Board. Commissioner Atkins recommended future follow-up with Metropolitan Council Chair, Robin Hutcheson, as well as let other members know that the letter is coming.

- Scott County has requested a letter of support for Trunk Highway 13 road reconstruction that would be sent to the MN Senate. The committee approved sending the letter with amended language, sharing the regional significance and that this is not a top priority for Dakota County.

Information only; no action requested.

6. Central Operations

6.1 Update On Services From Nonprofit Vendors

The following non-profit vendors were present and gave a high-level overview of their services. Representatives with the vendors responded to questions.

DARTS - Mike Lavin (President) and Vicki Patterson (Program Manager of Onsite Services)

Guild - John Adams (Chief Clinical Officer) and Jenni Kahmeyer (Director of Clinical Services)

Nexus Family Healing - Tatlor Wolf (Admission Supervisor) and Carly White (Operations Manager)

The Link - James Lewis (Chief Program Officer) and Tianna Odeen (Housing Division Director)

Information only; no action requested.

7. County Manager/Deputy/Director's Report

County Manager Heidi Welsch provided the following update:

- The Dakota-Scott joint workshop will be held on April 28 at Scott County.
- An update on upcoming finance work sessions.
- July 21 County Board meeting conflicts with travel for NACo Conference. Following discussion with the committee, it was determined to cancel the July 21, 2026 County Board, Regional Railroad Authority meeting and the General Government and Policy Committee.

8. Future Agenda Items

There were no suggested topics for future meetings.

9. Adjournment

9.1 Adjournment

Motion: Mike Slavik

Second: Laurie Halverson

On a motion by Commissioner Slavik, seconded by Commissioner Halverson, the meeting was unanimously adjourned at 11:52 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-5564

Agenda #: 5.1

Meeting Date: 5/5/2026

DEPARTMENT: Finance

FILE TYPE: Consent Action

TITLE

Approval Of Revised Policy 2751 Procurement, Contract And Grant

PURPOSE/ACTION REQUESTED

Approve the revision and consolidation of Finance Policies 2740 Procurement and Policy 2751 Solicitation, Grant and Contract.

SUMMARY

County policies are reviewed and updated on a regular cycle.

As part of the regular policy review, staff determined that Policy 2740 Procurement (Attachment) and Policy 2751 Solicitation, Grant and Contract (Attachment) may be consolidated into one policy for simplification and cohesiveness. Staff consulted with the countywide contract team as well as departments on the recommended changes.

Proposed revisions to Policy 2751 Procurement, Contract and Grant (Attachment) include:

- Consolidating Policy 2740 and Policy 2751 into one cohesive policy.
- Federal Uniform Grant Guidance (UGG) language updates to be consistent with current federally funded contract purchasing and acquisition thresholds.
- Raising the Professional Services contract threshold requiring County Board approval from \$100,000 to \$175,000, to be consistent with Uniform Municipal Contracting Law.
- Increasing the maximum amendment amount for construction contracts approved in the CIP Budget from \$250,000 to \$425,000 for administrative efficiencies.

The policy establishes requirements and guidelines for acquiring goods and services and ensures procedures comply with State and Federal laws and regulations. The Senior Leadership Team has reviewed the changes and support the adoption of the policy revisions.

RECOMMENDATION

Staff recommends that the Dakota County Board of Commissioners approve the revised Policy 2751 Procurement, Contract and Grant and retire policy number 2740.

EXPLANATION OF FISCAL/FTE IMPACTS

There are no fiscal impacts from this action.

None Current budget Other

Amendment Requested

New FTE(s) requested

RESOLUTION

WHEREAS, the Finance Department periodically reviews and recommends revisions to policies and procedures to maintain and enhance the effective and responsive provision of Finance functions in the County; and

WHEREAS, staff determined that Policy 2740 Procurement and Policy 2751 Solicitation, Grant and Contract may be consolidated into one policy for simplification and cohesiveness; and

WHEREAS, proposed revisions to the new Policy 2751 Procurement, Contract and Grant also include:

- Federal Uniform Grant Guidance (UGG) language updates to be consistent with current federally funded contract purchasing and acquisition thresholds.
- Raising the Professional Services contract threshold requiring County Board approval from \$100,000 to \$175,000, to be consistent with Uniform Municipal Contracting Law.
- Increasing the maximum amendment amount for construction contracts approved in the CIP Budget from \$250,000 to \$425,000 for administrative efficiencies.

; and

WHEREAS, the County Senior Leadership Team supports the recommended changes.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the revised Policy 2751 Procurement, Contract and Grant; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby retires County Policy 2740.

PREVIOUS BOARD ACTION

Policy 2740: (19-781; 10/29/19)

Policy 2751: (18-485; 9/18/18)

ATTACHMENTS

Attachment: Policy 2740 Procurement

Attachment: Policy 2751 Solicitation, Grant and Contract

Attachment: Policy 2751 Procurement, Contract and Grant

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: Carla Skog

DAKOTA COUNTY POLICIES AND PROCEDURES MANUAL

Policy 2740 Procurement

Original Publication Date: 9/1/1991

Revision Date(s): 3/1/1995; 11/1/2016; 10/29/2019

Last Reviewed: 10/29/2019

Department: Finance

Board or Administrative: Board

Related Policies: 2751 Solicitation, Grant & Contract; 3340 Travel on County Business; 3041 Conflict of Interest

POLICY STATEMENT

This policy establishes requirements and guidelines for Dakota County management and employees to acquire necessary goods for County-specific operations and to ensure procurement procedures comply with State and Federal laws and regulations. This policy should be read in conjunction with [County Policy 2751 Solicitation, Grant & Contract](#).

SOURCE

The County's procurement policy is governed by several statutes. These statutes have been listed and linked throughout the policy.

GENERAL

1. General procurement standards:

- County Board Resolution number 87-165 adopted on March 27, 1987, centralized the County procurement functions and authority by designating the Procurement Manager to direct the Procurement Unit and prepare policies and procedures pursuant to and subject to the limitations set forth in Minn. Stat. [§375.72](#), [375.73](#), [375.74](#), [375.75](#) and [375.76](#).
- The County Procurement Manager develops and maintains procedures for the procurement and disposal of supplies, materials, equipment and services. Offices and departments shall follow this policy and any procedures applicable to their office or department unless they receive County Board approval to deviate from them. The established procedures shall comply with applicable State and Federal laws, County Board Resolutions and administrative directives issued by the County Manager and shall be revised as necessary.
- The procedures provide flexibility in the procurement process, identify authority and responsibility for procurement, provide for audit compliance, extend fair and equal opportunity to qualified suppliers, ensure that all necessary affirmative steps are taken to assure minority businesses, women owned businesses, labor surplus area firms, and small businesses are used when possible and are solicited whenever they are potential sources in the procurement process (including the use of services and assistance, as appropriate, of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce),

manage County suppliers, and encourage and provide guidance on environmentally responsible procurement of goods and services.

- Procurements by offices or departments from designated and available Budget Incentive Program (BIP) funds that are projected to exceed the amount established annually by the County Manager require specific approval from the County Manager.

2. Competition:

- The County Board favors competition in connection with County procurement, sales, leases, rentals, services and other agreements to which Dakota County is a party. All transactions must be conducted in a manner providing full and open competition consistent with standards set forth in State and Federal law, this policy, and procedures developed pursuant to this policy. Situations that might be considered restrictive of competition include, but are not limited to, the following:
 - i. Placing unreasonable requirements on contractors in order for them to qualify to do business with the County,
 - ii. Requiring unnecessary experience or excessive bonding,
 - iii. Noncompetitive pricing practices between contractors or between affiliated contractors,
 - iv. Noncompetitive contracts to consultants that are on retainer contracts,
 - v. Organizational conflicts of interest,
 - vi. Specifying only a 'brand name' product instead of allowing an equally equivalent product to be offered and describing the performance or other relevant requirements of the procurement to the exclusion of all others, and
 - vii. Arbitrary actions in the procurement process.

3. Procurement Requirements and Methods:

- All procurements shall incorporate a clear and accurate description of the technical requirements for the material, product, or service sought. The descriptive language must not, for competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the materials, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided, if possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific feature of the "brand name" which must be met must be clearly stated. The procurement shall identify all requirements which must be fulfilled and all other relevant factors used in the evaluation.
- Procurements shall comply with [Policy 2751](#) governing competition as follows:
 - i. Contracts as defined in Minn. Stat. §§ [375.21](#) and [471.345](#)
 - ii. Contracts for work or labor, or to purchase furniture, fixtures, or other property, or to construct or repair roads, bridges or buildings, or the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property, shall be made as follows:

- If valued from \$1 through \$25,000
 - In the open market, using any method to assure favorable pricing including, but not limited to, quotations, Request for Information, Request for Qualifications or through cooperative purchasing.
 - If valued from \$25,001 through \$175,000
 - After soliciting three quotations when possible, or
 - Through the State of Minnesota Cooperative Purchasing Venture, or
 - Through any cooperative purchasing that secures contracts on the basis of competitive bids or quotes from more than one source.
 - If valued in excess of \$175,000
 - After soliciting sealed bids by public notice of Request for Bids, or
 - Through the State of Minnesota Cooperative Purchasing Venture, or
 - Through any cooperative purchasing that secures contracts on the basis of competitive bids or quotes from more than one source.
- iii. Contracts funded in whole or in part with federal grant funds are subject to the Uniform Grant Guidance (UGG) procurement rules, including methods of procurement based on aggregate dollar amount purchases. The dollar values are as follows or as subsequently amended by the UGG:
- Micro-purchases:
 - If valued from \$1 through \$10,000 for supplies or services
 - Through the open market using any method to assure favorable pricing. When practicable, distribution should be equitably among all qualified suppliers.
 - If valued from \$1 through \$2,000 for construction subject to the Davis-Bacon Act (prevailing wage)
 - Through the open market using any method to assure favorable pricing. When practicable, distribution should be equitable among all qualified suppliers.
 - Small purchases:
 - If valued from \$10,001 for supplies or services or \$2,001 for construction subject to the Davis-Bacon Act through \$175,000¹
 - After soliciting three quotations when possible, or
 - Through the State of Minnesota Cooperative Purchasing Venture, or
 - Through any cooperative purchasing that secures contracts on the basis of competitive bids or quotes from more than one source.
- iv. Other Contracts:
- After soliciting Requests for Proposals or Requests for Qualifications, so far as practicable and reasonable, or
 - Through the State of Minnesota Cooperative Purchasing Venture, or
 - Through any cooperative agreement which secures contracts on the basis of competitive bids or quotes from more than one source, or
 - In the open market.

¹ The UGG allows up to \$250,000 but purchases subject to Minn. Stat. [§471.345](#) require sealed bids if over \$175,000.

- Exceptions to the above consist of noncompetitive proposals for sole source procurements, in cases of an emergency that does not allow for competitive proposals, upon authorization of the federal funding agency, or if after a number of attempts there is no adequate competition.
- For more information refer to [Policy 2751](#).
- For procedures and user guides refer to the [Procurement page](#) on DC Works.

4. Procurement of Environmentally Preferable Products and Services

- The County shall comply with the environmentally preferable procurement and paper use provisions of Minn. Stat. §[16C.073](#).
- The County supports the procurement of goods and services that have a lesser or reduced impact on human health and the environment when compared with competing products and services serving the same purpose.
- The County will encourage suppliers and vendors to offer environmentally preferable products, supplies and equipment at competitive prices.
- When procuring goods and services, the County will apply and promote the preferred waste management practices listed in Minn. Stat. §[115A.02](#) that, in priority order, result in:
 - Waste and toxicity reduction,
 - Reuse, and
 - Recycled materials.
- Environmental factors to be considered when selecting products and services include: pollutant releases, waste generation, environmental cost of entire product or service life cycle, recyclability, recycled content, energy consumption, depletion of natural resources and potential impact on human health and the environment. The County shall apply procurement practices in employee operations and vendor contracts for goods and services that result in:
 - Reduction of Waste
 - The County shall implement practices that result in reducing the amount of waste generated that do not reduce safety or quality, including those that:
 - Support extending the useful life of products and supplies,
 - Reduce materials used in production and packaging, and
 - Reduce waste at County-sponsored meetings and functions and result in the procurement of fewer products whenever practicable, but without reducing safety or workplace quality, including use of electronic communications instead of printing, and use of reusable, recyclable and/or compostable products.
 - Reduction or Elimination of Toxins and Pollution
 - The County shall implement practices that reduce toxins and pollution through the use of products and supplies whose production, use, and disposal involve fewer hazardous wastes or compounds that have an adverse impact on human health and the environment.
 - Reuse
 - The County shall implement practices that support the longevity of products and supplies or service life cycle, including those that:
 - Use durable, reusable items over disposable items, and

- Reuse items and assets in good condition rather than dispose of them.
 - iv. Strong Recycling Markets
 - The County shall implement practices to minimize the use of virgin materials in products and supplies or service life cycle, including:
 - Whenever practicable, products and supplies with a specific minimum amount or percent of recycled content based on criteria established by governmental or widely respected third party authorities will be specified and procured, and
 - Products and supplies that can be recycled at the end of their useful life.
 - v. Reward Manufacturer Responsibility
 - The County shall support companies or manufacturer product responsibility through the procurement of products and services from companies that take financial and/or physical responsibility for collecting, recycling, reusing, or otherwise safely disposing of their products at the end of their useful life.
 - vi. Reduce water and energy use
 - As practicable, energy-efficient and water-saving products and supplies will be procured.
- The County Manager shall establish and disseminate [Environmentally Preferable Procurement procedures](#) that identify standards for priority products and services based on performance, price and availability.

5. Procurement of Meals and Refreshments

- The general authority is Minn. Stat. § [375A.06](#), subd. 4 governing the powers and duties of the County Manager and Minn. Stat. § [375.18](#), subd. 2 governing the general powers of the County Board.
- County divisions/departments may supply meals and/or refreshments at County meetings and functions when necessary for the accomplishment of official County business as defined below. This policy does not apply to the reimbursement of individual County employees who have expended personal funds for their own or others' meals while travelling overnight, travelling outside the nine-county Metro area, or conducting County business with clients that can only be accomplished during mealtime. See [Policy 3340](#) for the County's policies in regard to these areas.
- Meals and refreshments may be considered necessary for the accomplishment of official County business in the following situations:
 - i. Meetings or required work which can only be held at a time and location for which employees have an inadequate opportunity to take a regular mealtime break
 - ii. Public meetings or celebrations
 - iii. Formal employee or volunteer recognition events
 - iv. Events where registration fees are charged
 - v. Other events approved by the County Manager or designee
- When the County provides food, refreshments, not meals, are the norm. Meals should only be offered when required and unavoidable work occurs during mealtime.
- Because the environment in which we live and work influences our food choice, employees are to assure that healthy food and beverage choices are provided when meals or refreshments are procured by the County. Examples of healthy food options include: more fruits and vegetables;

limit added sugars, saturated fat, and sodium; offer whole grain products; offer local products when available, and; provide pitchers or bottles of water. When meals are served, attempt to accommodate special dietary needs.

- Alcohol will not be provided by the County at any event.
- Managers authorizing such expenditures should exercise prudent judgment as to the need and cost of refreshments and especially meals. Prior approval by the division director or elected department head is required before department funds may be expended for meals and refreshments pursuant to this policy.

6. Emergency Procurement

- The general authority is Minn. Stat. [§375.75](#) permitting the County Board to authorize any County office, department, or agency to procure supplies, materials, equipment or contractual services on the open market for immediate delivery. Resolution No. 91-724 adopted by the Dakota County Board of Commissioners on November 5, 1991
- The County Board recognizes that emergency procurement requires that the County enter into agreements without complying with contract procedures. Therefore, the County Board authorizes the County Manager to enter into contracts for emergency procurement. Emergency procurement exists when an emergency condition warrants dispensing with advertising for competitive bids or other solicitations. The emergency conditions must be present, immediate and existing, and not a condition which may or may not arise in the future, or a condition which reasonably may be foreseen in time to advertise for bids. The contract must be presented to the County Board for ratification at the next meeting of the County Board, regardless of the amount of the contract.
- For more information on emergency procurement refer to [Policy 2751](#).

7. Conflict of Interest

- The general authority is Minn. Stat. [§382.18](#) prohibiting interests in contracts, Minn. Stat. [§ 10A.07](#) regulating conflict of interest, and Minn. Stat. [§10A.071](#) prohibiting the receiving and giving of certain gifts.
- For more information on conflict of interest refer to [Policy 3041](#) and [Policy 2751](#) governing organizational conflict of interest.

Staff contact: Debra Lesmeister Ext: 4527 Email: debra.lesmeister@co.dakota.mn.us

Board Resolution or Manager Signature: Res. 19-781; 10/29/2019

DAKOTA COUNTY

POLICIES AND PROCEDURES MANUAL

Policy 2751 Solicitation, Grant and Contract

Original Publication Date: 04/04/1990

Revision Date(s): 6/29/1993; 4/1/1994; 12/18/2001; 5/17/2011; 10/23/2012; 9/18/2018

Last Reviewed: 09/18/2018

Department: Financial Services

Board or Administrative: Board

Related Policies: Policy 2740 Procurement; Policy 2002 Budget Compliance; Policy 3041 Conflict of Interest;
Policy 3080 Position Control

POLICY STATEMENT

It is the policy of Dakota County to engage in solicitation, grant and contracting using cost-effective, efficient processes and procedures that bring best overall value to the County and are in compliance with all applicable laws. This policy provides direction from the Dakota County Board of Commissioners on the County's solicitation, grant and contracting procedures. This policy should be read in conjunction with [Policy 2740 Procurement Policy](#), [Policy 2002 Budget Compliance](#), [Policy 3041 Conflict of Interest](#) and [Policy 3080 Position Control](#). This policy applies to all contracts entered into on or after the effective date of the Dakota County Board of Commissioners resolution authorizing this policy and rescinding the previous policy.

DEFINITIONS

Contract: a written document that establishes the rights and responsibilities of two or more parties and includes the consideration for each party to enter into the contract. Contracts include all County agreements, no matter what they are called, for the procurement of commodities, materials, equipment, real or personal property, labor, work, services or construction, including an amendment to or extension of a contract. While a purchase order is a contract, it is distinguishable from other written contracts by the brevity and commercial nature of its terms and the application of Article Two of the Uniform Commercial Code to supplement its written terms.

Cooperative purchasing: a contract for the purchase of supplies, materials, or equipment in accordance with Minn. Stat. § [471.345, subd. 15](#), by utilizing contracts that are available through the State of Minnesota Cooperative Purchasing Venture or through a national municipal association's purchasing alliance or cooperative created by a joint powers agreement that purchases items from more than one source on the basis of competitive bids or competitive quotations. Contract estimated to exceed \$25,000 must consider the availability, price and quality of supplies, materials, or equipment available through the State Cooperative Purchasing Venture before purchasing through another source.

County Board Authorized Contract: a contract that is brought forward by a request for board action and authorized by the Dakota County Board of Commissioners.

County Manager: Dakota County Manager or designee.

Emergency procurement: a procurement necessitated by a sudden unexpected turn of events (e.g., riots, fires, floods, accidents or any circumstances or cause beyond the control of the County in the normal conduct of its business) where the delay caused by using a normal competitive solicitation

process would create an immediate danger to the public health, safety, welfare, or other substantial loss to the County.

Grant agreement: a written contract between two parties, through which the grantor gives a sum of money to the grantee on condition the grantee uses the money for the specific purposes of the grant, often to benefit a third party that is not a party to the grant agreement.

Joint powers agreement: a written agreement governed by Minn. Stat. § [471.59](#) where two or more governmental units work together by agreement to exercise any power common to them; or a written agreement between governmental units where one unit performs a service or activity on behalf of another unit(s).

Organizational conflict of interest: a conflict of interest that exists when, because of existing or planned activities or because of relationships with other persons, a contractor is unable or potentially unable to render impartial assistance or advice to the County, or the contractor's objectivity in performing the contract work is or might be otherwise impaired, or the contractor has an unfair competitive advantage.

Public notice: see, Policy 8851 Publication of Notices.

Real property refers to land, buildings, permanent fixtures, or permanently installed equipment attached to land or buildings, and easements.

Request for Bids refers to the document requesting responders to submit a bid to the County. Request for Bids must be in compliance with all applicable laws governing published notice and advertising.

Request for Information refers to a written request to potential responders to provide information about their goods or services for comparative purposes.

Request for Proposals refers to the document requesting responders to submit proposals to the County when a bid is not required by law or this policy and is not advantageous to the County. The County is not required to select the lowest cost proposal but may take into consideration all relevant criteria that will result in the best overall value to the County. Request for Proposals must be in compliance with all applicable laws that require published notice or advertising.

Request for Qualifications refers to a written request to potential responders to describe their qualifications to provide specified services.

Scope of services refers to the detailed description of the services to be performed by the contractor under the contract. The scope of services in a contract may be described by incorporating the request and response into the contract as exhibits, or by a separate statement of work or project plan.

Sealed bid refers to a bid that is sealed by the bidder prior to submission to the County and which will not be opened until the date and time for the bid opening.

Solicitation means the act of offering to purchase goods and/or services through a competitive process, whether through Request for Bids, Request for Proposals, Request for Qualifications, Request for Information, quotes or any other means.

State of Minnesota Cooperative Purchasing Venture is a cooperative purchasing agreement as authorized by Minn. Stat. § [16C.03](#), subd.10 for the provision of goods, services, construction, and

utilities.

SOURCE

The County's solicitation, grant and contract procedures are governed by several statutes. The statutes have been referenced and linked throughout this policy. In addition, this policy is governed by Dakota County Board Resolution No.18-485. The County Contract Manual provides staff with information, tools, and resources on contracting processes and procedures in Dakota County in alignment with County policies, County Board Resolutions, and all state and federal law.

GENERAL

1. **Legal compliance.** The County Board recognizes the importance of compliance with all laws, rules and regulations governing solicitation, grant and contract policies and procedures.

- a. All County procurement, sales, rental, leases and other agreements shall comply with applicable law and regulations.
- b. Contracts are subject to review and approval as to form as determined by the County Attorney. The Dakota County Attorney's Office will provide contract templates that have approved boilerplate provisions. Contracts are also subject to review and approval as determined by Risk Management.
- c. Each prospective and current County contractor shall be required to disclose any potential or actual organizational conflict of interest. In cases of potential or actual organizational conflict of interest, the County may pursue any one or combination of the following:
 - Disqualify the prospective contractor from the contract award;
 - If the contract has been awarded, terminate the contract;
 - Disqualify the prospective or current contractor from subsequent contracts if the organizational conflict of interest was not properly disclosed or was misrepresented; or
 - Mitigate or neutralize the potential or actual organizational conflict of interest as allowable by law.

If there is no potential or actual organizational conflict of interest that would prohibit a contract, but there is a question as to whether there may be an appearance of such a conflict, the contract shall be presented to the County Board for approval, regardless of the amount of the contract. The County Board shall have sole discretion to determine whether an appearance of a conflict of interest should bar a proposed contract not governed by the law applicable to competitive bidding.

- d. County staff must be in compliance with all law and rules regarding conflict of interest. The general authority is Minn. Stat. § [382.18](#) prohibiting interests in contracts, Minn. Stat. § [10A.07](#) regulating conflict of interest and Minn. Stat. § [10A.071](#) prohibiting the receiving and giving of certain gifts. County staff are subject to the County Conflict of Interest Policy 3041.
- e. Contracts and grants with all attachments and exhibits must be entered into the County's financial database (e.g., Superior Finance) and stored in the County's official repository (e.g., OnBase) with supporting documentation, including the contractor's Certificates of Insurance.
- f. All contracts must be in writing unless the County Attorney advises that a written contract is not legally required.

2. **Competition.** The County Board favors competition in connection with County procurements, sales, leases, rentals and other agreements to which Dakota County is a party.

a. Contracts as defined in Minn. Stat. §§ [375.21](#) and [471.345](#)

Contracts for work or labor, or to purchase furniture, fixtures, or other property, or to construct or repair roads, bridges or buildings, or the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property, shall be made as follows:

If valued from \$1 through \$25,000

- In the open market, using any method to assure favorable pricing including, but not limited to, quotations, Request for Information, Request for Qualifications or through cooperative purchasing.

If valued from \$25,001 through \$175,000

- After soliciting three quotations when possible, or
- Through the State of Minnesota Cooperative Purchasing Venture, or
- Through any cooperative purchasing that secures contracts on the basis of competitive bids or quotes from more than one source.

If valued in excess of \$175,000

- After soliciting sealed bids by public notice of Request for Bids, or
- Through the State of Minnesota Cooperative Purchasing Venture, or
- Through any cooperative purchasing that secures contracts on the basis of competitive bids or quotes from more than one source.

b. Contracts funded in whole or in part with federal grant funds are subject to the Uniform Grant Guidance (UGG) procurement rules, including methods of procurement based on aggregate dollar amount purchases. The dollar values are as follows or as subsequently amended by the UGG:

Micro-purchases:

If valued from \$1 through \$10,000 for supplies or services

- Through the open market using any method to assure favorable pricing. When practicable, distribution should be equitably among all qualified suppliers.

If valued from \$1 through \$2,000 for construction subject to the Davis-Bacon Act (prevailing wage)

- Through the open market using any method to assure favorable pricing. When practicable, distribution should be equitable among all qualified suppliers.

Small purchases:

If valued from \$10,001 for supplies or services or \$2,001 for construction subject to the Davis-Bacon Act through \$175,000¹

- After soliciting three quotations when possible, or
- Through the State of Minnesota Cooperative Purchasing Venture, or
- Through any cooperative purchasing that secures contracts on the basis of competitive bids or quotes from more than one source.

¹ The UGG allows up to \$250,000 but purchases subject to Minn. Stat. § 471.345 require sealed bids if over \$175,000.

Sealed bids:

If valued in excess of \$175,000

- Through soliciting sealed bids or competitive proposals by public notice, or
- Through the State of Minnesota Cooperative Purchasing Venture, or
- Through any cooperative purchasing that secures contracts on the basis of competitive bids or quotes from more than one source.

Exceptions to the above consist of competitive proposals when sealed bids are not appropriate and noncompetitive proposals for sole source procurements, in cases of an emergency that does not allow for competitive proposals, upon authorization of the federal funding agency, or if after a number of attempts there is no adequate competition.

c. All other contracts, including contracts for professional services

- After soliciting Request for Proposals, Request for Information, Request for Qualifications or quotes, so far as practicable and reasonable, or
- Through the State of Minnesota Cooperative Purchasing Venture, or
- Through any cooperative purchasing that secures contracts on the basis of competitive bids or quotes from more than one source, or
- In the open market.

3. **Efficiency.** The County Board favors solicitation, grant and contract procedures that are based upon the principles of delegation and decentralization, when allowable. Notwithstanding the following delegations of authority, a county department should seek County Board approval if the circumstances so warrant.

- a. Solicitations may be issued by the County Manager when the funds for the proposed procurement are specifically included within the budget or capital improvement plan or capital equipment plan, without additional authorization from the County Board.
- b. All contracts valued at or less than \$100,000 may be approved and signed by the County Manager when funds for the contract are specifically included within the budget or Capital Improvement Program (CIP) or Capital Equipment Plan (CEP) or will be funded pursuant to the Budget Incentive Policy adopted in Resolution No. 93-715. All contracts valued at more than \$100,000, and contracts of any value for which the funds are not included within the budget or CIP or CEP and which will not be funded pursuant to the Budget Incentive Policy, require approval by resolution of the County Board.
- c. Joint powers agreements and cooperative purchasing agreements require approval by resolution of the County Board.
- d. Sales, leases, purchases, or other conveyances of an interest in real property where the County is a party require County Board approval by resolution.
- e. Contracts for the maintenance of computer hardware or software may be approved and signed by the County Manager, regardless of the value of the contract, when sufficient funds for the contract are included in the budget.
- f. An amendment to a County Board Authorized Contract for construction may be approved by the County Manager when:
 - the amendment does not materially alter the scope of services provided pursuant to the contract or County Board Authorized Contract; and

- the total combined amendments to the first County Board Authorized Contract do not exceed \$100,000 or 5% of the first County Board Authorized Contract, whichever is greater; and
 - the total combined amendments from the inception of the contract do not exceed \$250,000; and
 - there is sufficient funding in the CIP project budget for the contract amendment.
- g. An amendment to a County Board Authorized Contract, other than a construction contract, may be approved by the County Manager when:
- the amendment does not materially alter the scope of services provided pursuant to the contract or County Board Authorized Contract; and
 - the total combined amendments to the first County Board Authorized Contract do not exceed 10%; and
 - the total combined amendments from the inception of the contract do not exceed \$50,000; and
 - there is sufficient funding in the department line item budget or CIP or CEP or funded pursuant to the Budget Incentive Policy adopted in County Board Resolution No. 93-715.
- h. For grants that are included in the budget, the County Manager may apply for the grant, accept the grant, and sign the grant agreement. If the grant award exceeds the amount in the budget by \$100,000 or more, the grant requires approval by resolution of the County Board. The acceptance of a grant requiring the County to grant a declaration, restrictive covenant, or other encumbrance on real property requires approval by resolution of the County Board.
- i. For grants that are not included in the budget, the County Manager may apply for the grant, accept the grant, and sign the grant agreement where the grant amount does not exceed \$100,000 and the grant funds will only be used to support existing County programs and will not be used to increase the number of County FTEs, in accordance with Policy 3080, Position Control. The acceptance of a grant requiring the County to grant a declaration, restrictive covenant, or other encumbrance on real property requires approval by resolution of the County Board.
- j. For purposes of Section 3, paragraphs a, b, e, f, g, h, i, and j of this policy, the County Attorney and the County Sheriff have the same authority as the County Manager with respect to their respective offices.
- k. The County Manager may delegate authority under this policy by written delegations which specifically identify the authorities delegated, the individuals to whom authority is delegated, the duration of the delegation (not to exceed two years) and which are maintained on file with the Clerk to the Board.
4. **Emergency Authority.** The County Board recognizes that emergency procurement requires that County staff enter into agreements without complying with contract procedures. Therefore, the County Manager is authorized to enter into contracts for emergency procurement, consistent with the following:
- a. In the case of an emergency arising from breakage, damage, or decay to County property that cannot wait for the time required to advertise for bids, the repairs may be made without advertising for bids, provided that the contract(s) for the repairs be presented to the County Board for ratification at the next meeting of the County Board, regardless of the amount of the contract.

- b. In the case of an emergency which may put at risk the health or safety of County clients or citizens and that cannot be allowed to wait for the time required to secure County Board approval of a contract to procure services, the County Manager (i) may enter into a contract to make the procurement of services, provided that the contract be presented to the County Board for ratification at the next meeting of the County Board or (ii) may exercise the authority to advance funds to an agency already under contract pursuant to Resolution No. 97-679.

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Board Resolution or County Manager Signature: Res. 18-485



Policy #2751 Procurement, Contract and Grant

Version: 5.0

Effective Date: MM/DD/2026

Board or Administrative: Board

Policy Statement

It is the policy of the Dakota County Board of Commissioners to provide direction on the County's procurement, contract, and grant procedures. This policy establishes requirements and guidelines for Dakota County management and employees to acquire necessary goods and services for County-specific operations and to ensure procedures comply with State and Federal laws and regulations. It is the policy of the County to engage in procurement, contracting, and grant management using cost-effective, efficient processes and procedures that bring best overall value to the County and are in compliance with all applicable laws. This policy should be read in conjunction with Policy 2002 Budget Compliance, Policy 3041 Conflict of Interest, and Policy 6010 Cloud Computing.

Definitions

- "The County" refers to the officers and employees of Dakota County government.
- "The County Board" refers to the Dakota County Board of Commissioners.
- *Amendment*: an agreed addition to, deletion from, correction, or modification to a contract, which includes a change order, which is a type of amendment to a construction construct that modifies quantity, price, or schedule.
- *Approval as to form*: based upon the documentation provided to the attorney in the request for approval of the contract, the attorney has concluded that the agreement on its face includes all terms required by law for the particular agreement and does not include any terms prohibited by law, and will be valid and binding upon execution. Approval as to form doesn't encompass review of the project or program associated with the agreement or approval of the political or discretionary choices that are the responsibility of the department requesting the agreement and subject to County Board policy direction.
- *Authorized Purchaser*: an employee or elected official who is granted specific, formal permission by delegation or by job description to make purchases, place orders, or enter into contracts on behalf of the County.
- *Capital Improvement Program (CIP)*: as defined in Policy 2002, Budget Compliance.

- *Capital Equipment Program (CEP)*: as defined in Policy 2002, Budget Compliance
- *Contract*: a meeting of the minds between two or more parties, usually reduced to writing, that establishes the rights and responsibilities of the parties and includes the consideration for each party to enter into the agreement. Contracts include all County agreements, no matter what they are called, for the procurement of goods, materials, equipment, real or personal property, labor, work, services, or construction, regardless of whether money is exchanged, including an amendment to or extension of a contract. While a purchase order is a contract, it is distinguishable from other written contracts by the brevity and commercial nature of its terms and the application of Article Two of the Uniform Commercial Code to supplement its written terms. For purposes of this policy the term “contract” is synonymous with “agreement.”
- *Cooperative Purchasing Venture (CPV)*: a national municipal association’s purchasing alliance or cooperative created by a joint powers agreement that purchases items from more than one source on the basis of competitive bids or competitive quotations.
- *County Board Authorized Contract*: a contract that is brought forward by a request for board action and authorized by the Dakota County Board of Commissioners.
- *County Manager*: Dakota County Manager or delegate.
- *Department*: County divisions, departments or offices.
- *Emergency condition*: situation which creates a threat to public health, welfare, or safety such as may arise by reason of floods, epidemics, riot, equipment failures or other such similar circumstances. The existence of such condition creates an immediate and serious need for supplies, services or construction that cannot be met through normal procurement methods and the lack of which would seriously threaten: (a) the functioning of County government; (b) the preservation or protection of property; or (c) the health or safety of any person (County Board Resolution No. 91-724). This includes conditions arising from the destruction or impassability of roads or bridges by floods, rain or snow, or other casualty, or from breaking or damaging of any property in the County when public health, safety, or welfare would suffer by delay (Minn. Stat. § [375.21](#)).
- *Grant agreement*: a written contract between two parties, through which the grantor gives a sum of money to the grantee on condition the grantee uses the money for the specific purposes of the grant, often to benefit a third party that is not a party to the grant agreement.
- *Host County Contract*: a written agreement governed by Minn. Stat. § 256.0112, in which a local agency (county or tribe) (“Lead Agency”) executes a contract with a vendor for community social services, and then those terms govern all purchases of the same services by all other local agencies. The County’s use of a Host County Contract requires compliance with the requirements of this policy, unless expressly stated otherwise.
- *Joint Powers Agreement*: a written agreement governed by Minn. Stat. § [471.59](#) where two or more governmental units work together by agreement to exercise any power common to them; or a written agreement between governmental units where one unit performs a service or activity on behalf of another unit(s).

- *Organizational conflict of interest*: a conflict of interest that exists when, because of existing or planned activities or because of relationships with other persons, a contractor is unable or potentially unable to render impartial assistance or advice to the County, or the contractor's objectivity in performing the contract work is or might be otherwise impaired, or the contractor has an unfair competitive advantage.
- *Purchasing-Card (P-card)*: refers to a commercial credit card that allows authorized purchasers to purchase goods under established limits. See Policy 2502, Purchasing Card Administration and Usage.
- *Purchase Order (PO)*: a formal, legally binding document that the County issues to a seller to purchase specific goods or services, detailing the terms, quantities, and prices. It is a key component of the procurement process, creating a record of the transaction and serving as an official offer that becomes a contract once accepted by the supplier.
- *Real property*: land, buildings, permanent fixtures, or permanently installed equipment attached to land or buildings, and easements.
- *Request for Bids*: a solicitation in which the terms, conditions, and specifications are described and responses are not subject to negotiation.
- *Request for Information*: a written request to potential responders to provide information about their goods or services for comparative purposes.
- *Request for Proposals*: a solicitation in which a bid is not required by law or this policy and it is advantageous for the County to be able to negotiate the final scope of services and costs to achieve best value for the County. The County is not required to select the lowest cost proposal but may take into consideration all relevant criteria that will result in the best overall value to the County.
- *Request for Qualifications*: a written request to potential responders to describe their qualifications to provide specified services.
- *Request for Quotes*: a written request to potential suppliers to obtain quotes for procurement of goods and services.
- *Scope of services*: the description of the services, materials, equipment, goods, or labor to be performed or provided by the contractor under the contract.
- *Sealed bid*: a bid that is sealed by the bidder prior to submission to the County and which will not be opened until the date and time for the bid opening.
- *Solicitation*: the act of offering to purchase goods and/or services through a competitive process, whether through Letter of Interest, Inquiries and Networking, Request for Bids, Request for Proposals, Request for Quotes, Request for Qualifications, Request for Information, or any other means.

Source

The County's procurement, contract and grant policy and procedures are governed by several statutes. These statutes have been listed and linked throughout the policy. Additionally, as required by Minn. Stat. [375.75](#), this Policy will provide the controls necessary for the County to ensure accountability, fiscal responsibility, transparency and compliance when procuring goods and services and accepting grant awards for use of public funds entrusted to Dakota County.

This policy is governed by Dakota County Board Resolution **No.26-xxx**.

General

1. **GENERAL STANDARDS.** Departments shall follow this policy and any procedures applicable to their Department unless they receive County Board approval to deviate from them. The established procedures shall comply with applicable State and Federal laws, County Board Resolutions and administrative directives issued by the County Manager and shall be revised as necessary.

2. **RESPONSIBILITY AND COMPLIANCE.**
 - A. Finance Department.
 - Recommends procurement and grant policy updates to County Manager and County Board.
 - Authorizes and develops procedures that conform with federal requirements, state statute, and policy; provides training and maintains internal controls.
 - Conducts procurement and contract processes responsibly; extending fair and equal opportunities to qualified suppliers.
 - Provides a quarterly contract expenditure report to the County Board identifying contracts executed by Department Delegates of Authority pursuant to section 5. Efficiency, of this policy.
 - Maintains centralized filing system document of record for all County contracts and grants to serve as reference for County administration, departments and audit.
 - Provides contract and grant support and advisory services to Departments.
 - Manages and administers the County's Procurement of goods.
 - Manages and administers the County's Surplus Disposal program.
 - Manages and administers the County's PCard program.
 - Conducts procurement, contract and grant audits and reports variances as appropriate.

 - B. County Departments.
 - Comply with the requirements of this policy and the County's Contract Manual.
 - Adhere to all applicable policies and procedures as referenced in this policy and as described in the County's Contract Manual.
 - Utilize the County's financial systems to manage, verify, and approve all contract and

- procurement information and payments from inception to completion.
 - Utilize approved template agreements for contracts and solicitations as practicable given the particular contract.
 - Conducts solicitation processes responsibly; extending fair and equal opportunities to qualified suppliers.
 - Contacts assigned attorney in the County Attorney’s Office as needed for legal advice.
3. Comply with County insurance and indemnification terms. Insurance and indemnification terms must be included in all Requests for Proposals (RFPs), Requests for Quotes (RFQs), and contracts as applicable. Any requests for changes, considerations, or exceptions to insurance or indemnification terms are subject to review and approval by Risk Management.
- C. Authorized Purchasers.
- Responsible for completing training requirements established by the Finance Department. If at any time, an authorized purchaser is not following County policy or procedures, their privileges of preparing for or making purchases may be removed.
- D. Risk Management.
- Maintain standard insurance and indemnification requirements in the County Contract Manual, reviewed annually and communicated to Finance contract staff.
 - Review and approve any requests for changes, considerations, or exceptions to insurance or indemnification terms.
- E. Office of the County Attorney.
- Contracts and grants are subject to review and approval as to form as determined by the County Attorney’s Office. The County Attorney’s Office will provide contract templates with approved boilerplate provisions.
3. **LEGAL COMPLIANCE.** The County Board recognizes the importance of compliance with all laws, rules and regulations governing procurement, contract, grant and solicitation policies and procedures.
- A. All County procurement, sales, rental, leases, and other agreements shall comply with applicable law and regulations.
- B. Each prospective and current County contractor shall be required to disclose any potential or actual organizational conflict of interest. In cases of potential or actual organizational conflict of interest, the County may pursue any one or combination of the following:
- i. Disqualify the prospective contractor from the contract award;
 - ii. If the contract has been awarded, terminate the contract;
 - iii. Disqualify the prospective or current contractor from subsequent contracts if the organizational conflict of interest was not properly disclosed or was

- misrepresented; or
- iv. Mitigate or neutralize the potential or actual organizational conflict of interest as allowable by law.

If there is no potential or actual organizational conflict of interest that would prohibit a contract, but there is a question as to whether there may be an appearance of such a conflict, the contract shall be presented to the County Board for approval, regardless of the amount of the contract. The County Board shall have sole discretion to determine whether an appearance of a conflict of interest should bar a proposed contract not governed by the law applicable to competitive bidding.

- C. County staff must be in compliance with all laws and rules regarding conflict of interest. The general authority is Minn. Stat. § [382.18](#) prohibiting interests in contracts, Minn. Stat. § [10A.07](#) regulating conflict of interest and Minn. Stat. § [10A.071](#) prohibiting the receiving and giving of certain gifts. County staff are subject to the County Conflict of Interest Policy 3041.
 - D. Contracts and grants with all attachments and exhibits must be entered into the County's official systems of record.
 - E. All contracts must be in writing unless the County Attorney advises that a written contract is not legally required.
4. **COMPETITION.** The County Board favors competition in connection with County procurements, sales, leases, rentals and other agreements to which the County is a party. All transactions must be conducted in a manner providing full and open competition consistent with standards set forth in State and Federal law, this policy, and procedures developed pursuant to this policy.
- A. Situations that might be considered restrictive of competition include, but are not limited to, the following:
 - i. Placing unreasonable requirements on contractors in order for them to qualify to do business with the County,
 - ii. Requiring unnecessary experience or excessive bonding,
 - iii. Noncompetitive pricing practices between contractors or between affiliated contractors,
 - iv. Organizational conflicts of interest,
 - v. Specifying only a 'brand name' product instead of allowing an equally equivalent product to be offered and describing the performance or other relevant requirements of the procurement to the exclusion of all others, and
 - vi. Arbitrary actions in the procurement process.

B. All contracts shall comply with competitive processes as follows:

- i. **Construction/Supplies/Labor.** The following types of contracts must comply with the solicitation and published notice requirements set forth in the Minnesota Statutes for Uniform Municipal Contracting Law and Contracts of County Boards ([Minn. Stat. §471.345](#) and [Minn. Stat. § 375.21](#)) and the procedural guidelines maintained in the Contract Manual:
- Contracts for work or labor
 - Contracts to purchase furniture, fixtures, or other property
 - Contracts for the construction or of repair roads, bridges or buildings,
 - Contracts for the construction, alteration, repair, or maintenance of real or personal property
 - Contracts for the sale or purchase of supplies, materials, equipment or the rental thereof

Pursuant to [Minn. Stat. § 331A.03](#), effective May 16, 2017, any legally required published notice may be effectuated through a posting on the County’s website.

- ii. **Federally Funded.** Contracts funded in whole or in part with federal grant funds must comply with the Uniform Grant Guidance (UGG) procurement rules, including methods of procurement based on aggregate dollar amount purchases ([2 CFR § 200.320](#)). Under the UGG, the County must comply with the more restrictive of the federal or state requirement. County staff must comply with the following solicitation requirements, as they may be amended under the UGG or MN law, for the acquisition of supplies and services:
- **Micro-purchases¹**

The County is not required to follow any formal solicitation process, and may purchase using any method to assure favorable pricing² if valued from:

 - (a) \$0 through \$2,000 for construction, alteration, or repair of roads, bridges, buildings or public works, as required by the Davis-Bacon and Related Acts; or
 - (b) \$0 through \$15,000 for supplies or services.
 - **Simplified Acquisition³ for Small Purchases**

The County must obtain at least two price or rate quotations if valued from

 - (a) \$15,001 through \$60,000 for rental of equipment;

¹ The UGG micro-purchase threshold, 48 CFR Part 2, subpart 2.1, increased from \$10k to \$15k on October 1, 2025.

² When practicable, distribution should be equitable among all qualified suppliers.

³ The UGG simplified acquisition threshold went up to \$350k in Oct. 2025. However, MN law requires bidding on certain contracts in excess of \$175k. [Threshold Changes - October 1st, 2025 | Acquisition.GOV](#) Definition in 48 CFR Part 2, subpart 2.1.

- (b) \$2,001 through \$175,000 for construction, alteration, or repair of roads, bridges, buildings or public works⁴;
- (c) \$15,001 through \$175,000 for work or labor, purchase of furniture, fixtures or other supplies, purchase or rental of supplies or materials, purchase of equipment, or maintenance of real property or alteration or maintenance of personal property; or
- (d) \$15,001 through \$350,000 for all contracts (including professional services)

- **Formal Procurement Exceeding Simplified Acquisition Threshold**

The County must complete a competitive solicitation process, requiring sealed bids or competitive proposals with posted notice on the County’s website if valued more than:

- (a) \$60,000 for rental of equipment;
- (b) \$175,000 for work, or labor, purchase of furniture, fixtures or other supplies, purchase or rental of supplies or materials, purchase of equipment, repair of roads, bridges or buildings, or alteration, maintenance or repair of real or personal property; or
- (c) \$350,000 for all other contracts (including professional services)

- Under the UGG, non-competitive procurement methods are allowed if one of the following circumstances applies:
 - (a) Micro-purchases, as described above;
 - (b) Procurement can only be fulfilled by a single source;
 - (c) In cases of an emergency that does not allow for competitive proposals;
 - (d) Upon authorization of the federal funding agency; or
 - (e) If after a number of attempts there is no adequate competition.

- iii. **All other contracts, including contracts for professional services:**

- (a) After soliciting Request for Proposals, Request for Information, Request for Qualifications or quotes, so far as practicable and reasonable, or
- (b) Through the State of Minnesota Cooperative Purchasing Venture (CPV), or
- (c) Through any Cooperative Purchasing Venture, or
- (d) In the open market, or
- (e) Through a Host County Contract.

⁴ The UGG simplified acquisition threshold, 48 CFR Part 2, subpart 2.1, increased from \$250k to \$350k on October 1, 2025. However, MN law requires competitive bidding on certain contracts in excess of \$175k. [Threshold Changes - October 1st, 2025 | Acquisition.GOV.](#)

5. **EFFICIENCY.** The County Board favors solicitation, grant, procurement and contract procedures that are based upon the principles of delegation and decentralization, when allowable. Notwithstanding the following delegations of authority, a Department should seek County Board approval if the circumstances so warrant.
- A. **Delegations.** The County Manager may delegate authority under this Policy by written delegations which specifically identify the authorities delegated, the individuals to whom authority is delegated, the duration of the delegation (not to exceed two years) and which are maintained by the Office of the County Manager. The County Attorney and the County Sheriff have the same authority as the County Manager under this Section with respect to their respective offices.
- B. **Solicitations.** Solicitations may be issued by the County Manager when the funds for the proposed procurement are specifically included within the current year budget or capital improvement plan or capital equipment plan, without additional authorization from the County Board.
- C. **Contracts.**
- i. The following contracts require approval by resolution of the **County Board**:
- Joint Powers Agreements;
 - Agreements to join a Cooperative Purchasing Venture (CPV);
 - Sales, leases, purchases, or other conveyances of an interest in real property where the County is a party;
 - Contracts, including Purchase Orders, for any value when funds are not specifically included in the department current year budget, adopted CIP, or CEP;
 - Contracts, including any combination of amendments to the original contract, exceeding \$175,000 when the funding is specifically included in the department current year budget, adopted CIP, or CEP;
 - Amendments to a County Board Authorized Contract that materially alter the scope of services;
 - Amendments to a County Board Authorized Contract when funds are not in the current year department budget, adopted CIP, or CEP.
 - Amendments to a County Board Authorized Contract for construction that exceeds \$250,000 in total combined amendments from the first County Board Authorized Contract;
 - Amendments to all other County Board Authorized Contracts that exceed \$75,000 in total combined amendments from the first County Board Authorized Contract.

- ii. The following contracts may be approved and signed by the **County Manager**:
 - Contracts that are included in the current year department budget, adopted CIP, or CEP and do not exceed \$175,000 (including any combination of amendments).
 - For County Board Authorized Contracts, amendments that:
 1. Do not materially alter the scope of services; and
 2. Do not exceed \$250,000 (for construction) or \$75,000 (for all other contracts) in total combined amendments from the first County Board Authorized Contract.
 - Contract amendments to extend the term of the contract for up to two years beyond original end date may be processed administratively if the amendment does not materially alter the scope of services and if there are no changes to dollar amount that would require Board approval.

D. Grant Agreements.

i. Included in the Budget.

- For grants that are included in the current year budget, the County Manager may apply for the grant, accept the grant, and sign the grant agreement if the grant award does not exceed the amount in the current year budget by \$175,000 or more (including any combination of amendments).
- Board authorization is required if the award exceeds the amount in the current year budget by \$175,000 or more. This also applies to grants that require a County match.
- Grant amendments to extend the term of the contract for up to two years beyond the original end date may be processed administratively if there are no other material or dollar amount changes that would require Board approval.

ii. Not Included in the Budget.

- For grants that are not included in the current year budget, the County Manager may apply for the grant, accept the grant, and sign the grant agreement where the grant amount does not exceed \$175,000 (including any combination of amendments) and the grant funds will only be used to support existing County programs and will not be used to increase the number of County FTEs, in accordance with Policy 3080, Position Control.
- Board authorization is required if the award is \$175,000 or more, will not support existing County programs, or will increase the number of County FTE. This also applies to grants that require a County match.

- iii. **Real Property.** The application for and acceptance of a grant requiring the County to grant a declaration, restrictive covenant, or other encumbrance on real property requires approval by resolution of the County Board.

6. EMERGENCY PROCUREMENT.

- i. In accordance with Minn. Stat. § [375.21](#), Minn. Stat. § [375.75](#), and Resolution No. 91-724, adopted November 5, 1991), the County Board authorizes the County Manager to enter into contracts without necessitating the solicitation requirements under the law or this policy when an Emergency Condition warrants dispensing with advertising for competitive bids or other solicitations. The Emergency Condition must be present, immediate and existing, and not a condition which may or may not arise in the future, or a condition which reasonably may be foreseen in time to advertise for bids. The contract must be presented to the County Board for ratification at the next meeting of the County Board, regardless of the amount of the contract.
- ii. In accordance with, Minn. Stat. § [12.37](#) (and Resolution No. 97-679, adopted November 4, 1997), the County Board authorizes the County Manager to advance funds to agencies already under contract with the County through an amendment to the contract in order to provide required social and community services when the provider is temporarily unable to continue to provide the required services and County residents will be harmed by the interruption or unexpected termination of services, subject to the criteria listed in Resolution No. 97-679.
- iii. Any contract entered into, or advancement of funds issued, pursuant to this emergency procurement paragraph must be presented to the County Board for ratification at the next meeting of the County Board, regardless of the amount of the contract.

Procedures

For procedures and user guides refer to the [County Contract Manual](#). The County Contract Manual provides staff with information, tools, and resources on contracting processes and procedures in Dakota County in alignment with County policies, County Board Resolutions, and all state and federal law. Procedures will be maintained by the Finance Department.

Competitive Procurement Process. Follow Uniform Municipal Contracting Law. Minn. Stat. [471.345](#)

Cooperative Purchasing. The purchase of supplies, materials, or equipment may be accomplished through the State CPV or Cooperative Purchasing Venture without regard to the competitive bidding requirements pursuant to Minn. Stat. [471.345, subd. 15](#).

Systems. Contracts and grants with all attachments and exhibits, including contractor's Certificates of Insurance must be entered into the County's official systems of record. (e.g., DakotaConnect and OnBase).

Procurement of Environmentally Preferable Products and Services. The County shall comply with the environmentally preferable procurement and paper use provisions of Minn. Stat. §[16C.073](#).

- a. The County supports the procurement of goods and services that have a lesser or reduced impact on human health and the environment when compared with competing products and services serving the same purpose.
- b. The County will encourage suppliers and vendors to offer environmentally preferable products, supplies and equipment at competitive prices.

- c. When procuring goods and services, the County will apply and promote the preferred waste management practices listed in Minn. Stat. §[115A.02](#) that, in priority order, result in:
 - Waste and toxicity reduction,
 - Reuse, and
 - Recycled materials.
- d. The County Manager shall establish and disseminate [Environmentally Preferable Procurement procedures](#) that identify standards for priority products and services based on performance, price and availability.

Procurement of Meals and Refreshments. The general authority is Minn. Stat. § [375A.06](#), subd. 4 governing the powers and duties of the County Manager and Minn. Stat. § [375.18](#), subd. 2 governing the general powers of the County Board.

Departments may supply meals and/or refreshments at County meetings and functions when necessary for the accomplishment of official County business. Refer to the [Procurement of Meals and Refreshments](#) procedural guidance.

History

Version	Revision Date Policy 2740	Revision Date Policy 2751
1.0	9/1/91	12/18/01
2.0	3/1/95	5/17/11
3.0	11/1/16	10/23/12
4.0	10/29/19	9/18/18

Related Policies

- Policy 2002, Budget Compliance
- Policy 3041 Conflict of Interest
- Policy 6010 Cloud Computing

Contact

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Approval

Resolution No. and Date



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-5630

Agenda #: 6.1

Meeting Date: 5/5/2026

DEPARTMENT: Communications and Public Affairs

FILE TYPE: Regular Information

TITLE

Legislative Update

PURPOSE/ACTION REQUESTED

Provide an update on legislative topics.

SUMMARY

Staff will share developments related to the County’s legislative priorities. The update may also include discussion on other State and Federal 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 Update

May 5, 2026

- State update
- Federal update
- Other items?



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-5580

Agenda #: 7.1

Meeting Date: 5/5/2026

DEPARTMENT: Public Services and Revenue Administration

FILE TYPE: Regular Information

TITLE

Discussion And Direction On Public Art Blueprint Draft Vision, Mission, Guiding Principles, And Opportunities

PURPOSE/ACTION REQUESTED

Discuss and provide feedback on Public Art Blueprint vision, mission, guiding principles and initial opportunities.

SUMMARY

Dakota County is developing its first Public Art Blueprint to guide how public art is incorporated across County libraries, parks, and facilities. The blueprint will establish a unified vision and goals for public art and address practical considerations, including funding, maintenance, and policy.

The research and community dialogue phases were completed in fall 2025. Key themes identified include:

- Desire for interactive, functional and family-friendly art
- Preference for vibrant and memorable public art
- Interest in nature-connected public art
- Public art as a catalyst for gathering and inclusivity
- Integration into everyday life and infrastructure
- Support for local artists and cultural expression

Based on the research and community dialog findings, the project team has developed a draft vision for public art in Dakota County,

Draft Vision

Public art in Dakota County is where creativity, curiosity, and community thrive together. Art transforms everyday life as it is woven into County services and the public spaces where people live, work, and play, by:

1. Honoring Dakota County's diverse cultures of the past and present
2. Creating spaces where residents gather, interact, and build community through accessible, engaging artworks that foster learning, engagement, and play
3. Highlighting Dakota County's natural environment, ecological systems, landscapes, waterways, and commitment to sustainability

Draft supporting mission statements, guiding principles, and initial opportunities for integrating public art across County services are included in Attachment: Draft Public Art Vision, Mission, Guiding Principles, and Opportunities. The Public Art Advisory Committee reviewed and provided feedback on February 10 and March 10, 2026.

The next phase is development of the draft Public Art Blueprint, including implementation priorities, administrative tools, and funding strategies. The draft Blueprint is anticipated to be presented to the General Government and Policy Committee of the Whole in June 2026.

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: Draft Public Art Vision, Mission, Guiding Principles, and Opportunities
- 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: Teresa Mitchell
Author: Lil Leatham



ATTACHMENT: DRAFT PUBLIC ART VISION, MISSION, GUIDING PRINCIPLES, AND OPPORTUNITIES

March 24, 2026

1. VISION, MISSION, AND GUIDING PRINCIPLES

The following draft statements took into consideration the key takeaways from the public engagement, including the on-line questionnaire, tabling, roundtables and individual interviews. The Drafts have been reviewed and revised with feedback from the project’s staff team and the Public Art Advisory Committee.

Key Takeaways from Public Engagement

The following is a brief summary of the key takeaways from the public engagement process:

- **Interactive & Functional:** Respondents want hands-on, playful art that serves dual purposes (climbing structures, benches, shade pavilions, play areas).
- **Vibrant & Memorable Design:** Respondents value colorful, visually striking art that lifts spirits during long winters and creates lasting impressions that shape community identity.
- **Art that Connects People to Nature:** There is strong interest in artworks using natural materials, honoring local landscapes, and celebrating the County's agricultural heritage and environmental identity.
- **Gathering & Inclusivity:** Art should foster togetherness and belonging through shared spaces. Celebrating local culture, history, and Indigenous heritage strengthens community pride.
- **Everyday Integration:** Respondents want art in high-traffic spaces like bridges, tunnels, and roundabouts. Strong interest in rotating/temporary exhibits.
- **Local Artists & Cultural Expression** Art should reflect Dakota County's unique character, diverse cultures, and history.

Vision Statement

Vision Statement Parameters

The vision statement should answer the question “What impact should public art have in Dakota County?”

Draft Vision

Public art in Dakota County is where creativity, curiosity, and community thrive together. Art transforms everyday life as it is woven into County services and the public spaces where people live, work, and play, by:

- Honoring Dakota County's diverse cultures of the past and present



- Enhancing spaces where residents gather, interact, and build community through accessible, engaging artworks that foster learning, engagement, and play
- Highlighting Dakota County's natural environment, ecological systems, landscapes, waterways, and commitment to sustainability

Mission Statement

Mission Statement Parameters

The mission statement should answer the question “What does Dakota County do to support public art?”

Draft Mission

Dakota County:

- Engages artists as creative partners in Dakota County initiatives, bringing artistic perspectives to planning, design, and service-delivery
- Promotes community access to and engagement with public art
- Commissions and acquires public art for County-owned facilities and public spaces
- Stewards Dakota County's public art collection, ensuring its preservation and accessibility
- Supports the growth of the arts community in Dakota County
- Partners with other entities (cities, nonprofits, developers) creating public art in Dakota County

Guiding Principles

Guiding Principles Parameters

Guiding Principles should answer the question "What values and commitments guide how Dakota County operates and makes decisions relative to public art?"

Guiding Principles

- Public art will be accessible and integrated into the everyday experience of people who live in, work in, and visit Dakota County
- Artwork will respect the diverse histories, cultures, and lived experiences of Dakota County's residents.
- Selection and commissioning processes will be transparent, equitable, and aligned with best practices.
- Community engagement will be ongoing throughout the public art process, ensuring resident voices and local perspectives inform decisions and shape outcomes.
- Public art commissions support working artists by providing fair compensation and respecting artists' rights as creators.
- Artworks will be designed with long-term maintenance and material durability in mind, ensuring cost-effective and responsible use of public resources.



- Artworks will consider environmental impact, prioritizing sustainable practices where feasible.
- Public art commissions will balance proven practices with opportunities for innovation, supporting artists in exploring new forms and materials.
- The impact and effectiveness of public art will be regularly evaluated using community feedback and professional assessment to continuously improve.

2. INVENTORY OF OPPORTUNITIES

In January, project team held a series of meetings with Dakota County departments to explore how art can be integrated across Dakota County departments and services. The following list are potential opportunities and a starting point for conversation. The categories were developed to help organize the various public art opportunities identified thus far. Each category includes a set of projects opportunities based on a similar set of characteristics tied to process, media, artist scope, etc.

Opportunities Tied to Capital Improvement Program (CIP)

When Dakota County is beginning the scoping for a significant public-facing CIP project, the host County Department should engage the capital project managers in a conversation about public art. These conversations should result in a set of goals for art for the project, the proposed scope of the project, possible locations for art, and how art can be resourced.

Parks Opportunities in 2026-2030 CIP

- Lake Byllesby Regional Park
- Lebanon Hills Regional Park
- Thompson Park
- Spring Lake Park Preserve
- Whitetail Woods

Library Opportunities in 2026-2030 CIP

- Burnhaven Library
- Wescott Library
- Robert Trail Library
- Inver Glen Library

Opportunities that May Be Integrated into Future CIPs

- County Service Center Public Lobbies
- Community Corrections Lobbies
- Child and Family Service Lobbies and Family Spaces
- Public Health Department Reception Areas and Clinical Spaces

- Dakota County Jail Family Visit Spaces
- Child and Family Service Department Lobbies and Family Spaces
- Veterans Services Lobbies
- Display Spaces for Temporary Exhibits
- Outdoor Spaces at County Buildings

Opportunities for Murals

There are opportunities throughout Dakota County for murals of different scales. These are projects that are generally not tied to Capital Projects and can be done when the resources are available.

- Greenway Tunnels. *Continued partnerships to develop a series of murals in Greenway Tunnels, both existing and new.*
- Park Murals. *A mural roster and annual budget to paint murals on building exteriors, pavement areas, and other flat surfaces.*
- Park and Greenway Retaining Walls. *There are opportunities for murals on retaining walls throughout the parks system. The Mississippi River Greenway has many opportunities retaining wall greenways, including the longest mural on the Mississippi Greenway.*

Opportunities for Artist-Designed Functional Elements and Furnishings

There are many opportunities, mostly in parks and along greenways, for artist-designed functional elements and site furnishings.

- Artist-Designed Habitats
- Artist-Designed Bird Window Treatments
- Park Pavement Art
- Artist Designed “Now Entering” Signs and other Wayfinding
- Nature Play Art
- Dog Park Art
- Artist Designed Benches/Seating

Opportunities to Engage Artists in Residence and Artist Consultants

Several County Departments expressed an interest in working with an artist to engage with the Department and the people they serve in creative ways. This could be through an artist residency or through contracting with artists as consultants or advisors with specific outcomes or deliverables in mind.

- Parks Artist in Residence. *Residency focused on key interpretative goals. Could utilize campground, shelters.*
- Planning Department Artist in Residence. *Engaging artists to bring a creative lens to planning initiatives. Could be involved in designing community engagement and creative idea generation.*

- Reduce and Reuse Artist in Residence. *An artist embedded in Environmental Resources who develops projects that help demonstrate (and teach how to) reuse of materials to keep them out of the waste stream.*
- Public Health Department Art Therapist/Educator. *Engage an art therapist and/or educator to design activities that children and parents can do together at service centers or during home visits.*
- Family Services Art Therapist. *Engage an art therapist to develop art-driven tools for working with families and creative evaluation techniques.*

Partnerships

The Dakota County Historical Society (DCHS) is a nonprofit organization that partners with Dakota County. DCHS envisions public art as a way to engage people in aspects of the county's history.

- George Daniels Story. *Project in discussion for LeDuc Estate, which is managed by DCHS. Daniels was an enslaved person who escaped; plans to tell his story through public art.*
- Black Heritage Trail Art. *Project in discussion in Hastings, partnership with the City. Highlights thriving Black community (1857–1954); absence of Black residents (1954–1980s). Historic church burned down due to arson; plans to memorialize it. Interest in expanding trail throughout the county.*

Other Park and Greenway Ideas

Staff expressed interest in specific projects for Dakota County parks and greenways. Where these support priorities in existing park long-range plans and greenway interpretive plans, the plan is noted.

Parks

- Byllesby Dam Artifacts (Lake Byllesby Regional Park Master Plan)
- Spring Lake Park Reserve – Bison and Native American Art Exhibits (Spring Lake Park Reserve Master Plan)
- Iconic Art/Selfie Spots in Parks

Greenways

- North Creek Greenway / Minnesota Zoo Pollinator Art Installation (North Creek Greenway Master Plan)
- Minnesota River Greenway – *Giant Fish Sculptures showcasing the top 5 fish species in this section of the Minnesota River* (Minnesota River Cultural Resources Interpretive Plan)
- Minnesota River Greenway - Mendota Work Camp 1 – *Art installation exploring the history African Americans in the Works Progress Administration* (Minnesota River Cultural Resources Interpretive Plan)
- Veterans Memorial Greenway - *Gold Star Families Memorial Sculpture* (Veterans Memorial Greenway Interpretive Memorial Plan)
- Musical Mile installation where sound changes based on bicycle speed



Projects Currently Underway

The following projects are currently underway.

- Wentworth Library (*Grant funded: Mn Arts and Cultural Heritage - Legacy Funds*)
- Unity Trail Mosaic Art Bench Project (*Grant funded: Metropolitan Council Equity Grant*)
- Veterans Memorial Greenway Mural (*Grant funded: Mn Department of Administration*)
- Student Art Contest (*Public Art Advisory Committee Budget, funded through the County Levy*)



Discussion and Direction on Public Art Blueprint Vision, Mission, and Opportunities

Teresa Mitchell, Deputy Director Public Services and Revenue
Lil Leatham, Principal Planner

- Project purpose
- Draft public art vision, mission, and guiding principles
- Opportunities
- Next Steps
- Discussion

Process

Summer - Fall 2025:

Research and Community Dialog

Winter -Summer 2026:

Develop Draft Blueprint

Summer: Public Review

Draft Plan

Fall 2026: Final Plan and

Approvals

Purpose and Outcomes

Articulate Dakota County's role in public art and guide future activities

- Vision, Mission & Goals = Why
- Opportunities = Where + What + When
- Administrative Tools = How + Who



Engagement Themes

- Vibrant and memorable design
- Nature-connected art
- Gathering and inclusivity
- Everyday integration
- Local artists and cultural expression
- Art in locations that residents frequently visit



Equinox Sunrise, Juliette Perine Myers, Kaposia Library



Mourning Tree, Dale Lewis, Administration Center

What impact should public art have in Dakota County?

Public art in Dakota County is where creativity, curiosity, and community thrive together. Art transforms everyday life as it is woven into County services and the public spaces where people live, work, and play, by:

- Honoring Dakota County's diverse cultures of the past and present
- Enhancing spaces where residents gather, interact, and build community through accessible, engaging artworks that foster learning, engagement, and play
- Highlighting Dakota County's natural environment, ecological systems, landscapes, waterways, and commitment to sustainability

What does Dakota County do to support public art?

Dakota County:

- Engages artists as creative partners in Dakota County initiatives, bringing artistic perspectives to planning, design, and service-delivery
- Promotes community access to and engagement with public art
- Commissions and acquires public art for County-owned facilities and public spaces
- Stewards Dakota County's public art collection, ensuring its preservation and accessibility
- Supports the growth of the arts community in Dakota County
- Partners with other entities (cities, nonprofits, developers) creating public art in Dakota County

What values and commitments guide how Dakota County operates and makes decisions relative to public art?

1. Public art will be accessible and integrated into the everyday experience of people who live in, work in, and visit Dakota County.
2. Artwork will respect the diverse histories, cultures, and lived experiences of Dakota County's residents.
3. Selection and commissioning processes will be transparent, equitable, and aligned with best practices.
4. Community engagement will be ongoing throughout the public art process, ensuring resident voices and local perspectives inform decisions and shape outcomes.

Draft Guiding Principles



5. Public art commissions support working artists by providing fair compensation and respecting artists' rights as creators.
6. Artworks will be designed with long-term maintenance and material durability in mind, ensuring cost-effective and responsible use of public resources.
7. Artworks will consider environmental impact, prioritizing sustainable practices where feasible.
8. Public art commissions will balance proven practices with opportunities for innovation, supporting artists in exploring new forms and materials.
9. The impact and effectiveness of public art will be regularly evaluated using community feedback and professional assessment to continuously improve.

- Tied to the CIP
 - Current Parks CIP
 - Planned Library Renovations
 - Future
- Functional Elements and Furnishings
- Artists in Residence and Artist Consultants
- Dakota County Historical Society
- Other Parks and Greenways

What is missing?
What ideas seem particularly compelling?

Projects Currently Underway



- **Wentworth Library**
State funded: Mn Arts and Cultural Heritage - Legacy Funds
- **Unity Trail Mosaic Art Bench Project**
Grant funded: Metropolitan Council Equity Grant
- **Veterans Memorial Greenway Mural**
Grant funded: Mn Department of Administration
- **Student Art Contest**
Public Art Advisory Committee Budget, funded through the County Levy

Parks CIP Opportunities

- Lake Byllesby
- Lebanon Hills
- Thompson
- Spring Lake
- Whitetail Woods



Other Park and Greenway Opportunities

- Byllesby Dam Artifacts
- Spring Lake Park Reserve – Bison and Native American Art Exhibits
- Iconic Art/Selfie Spots in Parks
- North Creek Greenway / Minnesota Zoo Pollinator Art Installation
- Minnesota River Greenway – Giant Fish Sculptures
- Minnesota River Greenway - Mendota Work Camp 1
- Veterans Memorial Greenway - Gold Star Families Memorial Sculpture
- Musical Mile installation



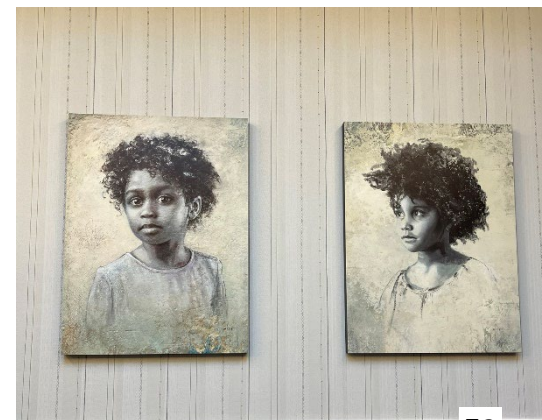
Planned Library Renovations

- Burnhaven
- Wescott
- Robert Trail
- Inver Glen



Future CIP Opportunities

- County Service Center Public Lobbies
- Community Corrections Lobbies
- Child and Family Service Lobbies and Family Spaces
- Public Health Department Reception Areas and Clinical Spaces
- Dakota County Jail Family Visit Spaces
- Child and Family Service Department Lobbies and Family Spaces
- Veterans Services Lobbies
- Display Spaces for Temporary Exhibits
- Outdoor Spaces at County Buildings



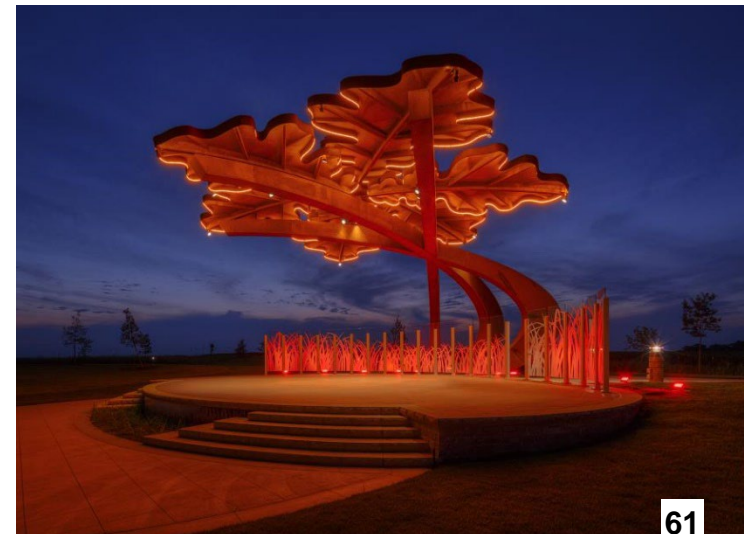
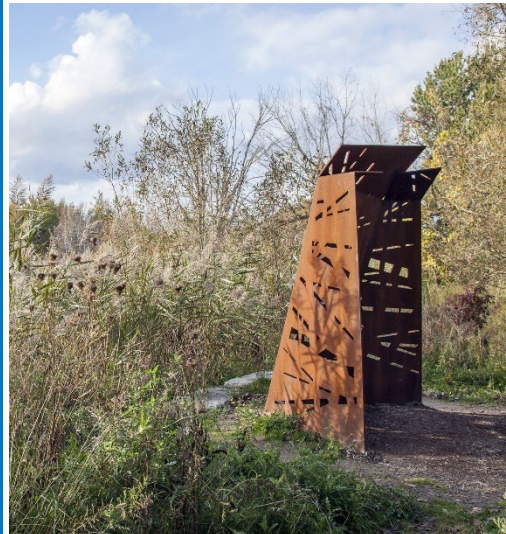
Mural Opportunities

- Retaining Walls
- Greenway Tunnels
- Pavement
- Park Buildings
- Lobby Spaces
- Library Spaces



Functional Elements

- Habitats
- Bird Window Treatments
- “Now Entering” Signs
- Nature Play Art
- Dog Park Art
- Benches/Seating
- Bird Blinds
- Pavilions
- Bandshells
- Art as Wayfinding



Residency Opportunities

- Parks Artist in Residence. *Create projects focused on interpretation.*
- Planning Department Artist in Residence. *Bring a creative lens to planning initiatives.*
- Reduce and Reuse Artist in Residence. *Develop projects that demonstrate reuse of materials.*
- Public Health Department Art Therapist/Educator. *Design activities that children and parents can do at service centers or during home visits.*
- Family Services Art Therapist. *Develop art-driven tools for working with families and creative evaluation techniques.*



Partnerships

Dakota County Historical Society

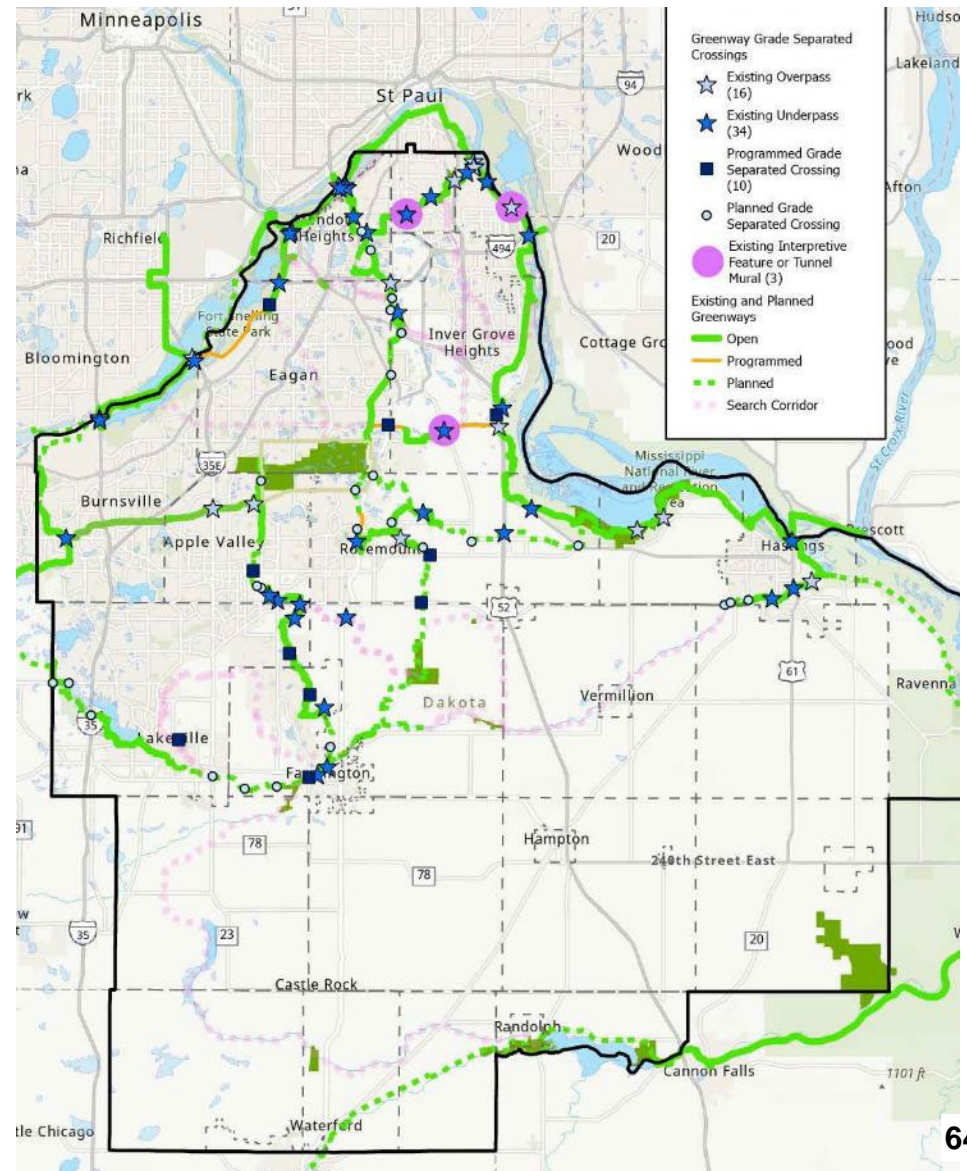
- George Daniels Story
- Black Heritage Trail Art



Greenway Grade Separated Crossings

Key Components

- Criteria for prioritization
- Technical constraints
- Process considerations
- Prioritized list of opportunities



Opportunities

- What is missing?
- What ideas seem particularly compelling?

Next Steps

Summer 2026:

Develop Draft Blueprint

Summer 2026: Public

Review Draft Plan,

Community Engagement

Fall 2026: Final Plan and

Approvals



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-5286

Agenda #: 8.1

Meeting Date: 5/5/2026

DEPARTMENT: Transportation

FILE TYPE: Regular Information

TITLE

Discussion And Direction On Transportation Cost Policy Updates And County Gravel Roads Within Municipal Boundaries

PURPOSE/ACTION REQUESTED

Discuss and provide direction on staff proposed adjustments to the 2040 Transportation Plan Cost Share Policy and county gravel roads within municipal boundaries.

SUMMARY

To provide a safe and efficient transportation system, Dakota County utilizes cost share policies that define each agency's percentage for transportation project costs. The Dakota County 2040 Transportation Plan was adopted in July 2021 and included an updated cost share policy that County staff coordinated with local city partners throughout 2018. These updated policies further defined project elements and overall reduced the cities cost shares. Prior to the update, the cost shares were largely 55 percent County and 45 percent city for projects on the County highway system.

As staff has utilized these policies, there have been instances where further clarification of the policy language would be beneficial to both City and County staff to interpret the policy accurately. Several key changes review policy cost shares for independent roundabout and signal projects as well as 10 ton and 6 ½ mile spacing expansion projects. The advanced funding policy will be discussed to determine the impacts to the Cities if an interest rate is required.

Additionally, staff is seeking direction from the County Board on County Road 73 (Akron Ave) from the Rosemount/Inver Grove Heights city boundary to County State Aid Highway 32. This segment of County Road 73 is the last remaining segment of County gravel road within a municipal boundary that requires a 15 percent city cost share to modernize to a paved surface. The traffic volumes on this segment of County road have exceeded the threshold a gravel road can sustain, and it is challenging to maintain a safe and efficient system. The City of Inver Grove Heights has not incorporated the project into their budgeting plans and staff is seeking direction on how the Board would prefer the project to proceed.

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: Adopted 2040 Transportation Plan Cost Share Policies

Attachment: Project Location Map

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: Erin Laberee

Author: Jake Chapek

Dakota County 2040 Transportation Plan (July 2021)

Appendix A

The information in this attachment is copied directly from the Dakota County 2040 Transportation Plan (July 2021) and describes all adopted cost sharing provisions.

F.1 Cost Participation - Roadway

For cities with populations over 5,000, the county will participate in engineering and construction costs for county highway and associated improvements as defined in Table 4 after deducting federal and state cost participation amounts, for the following cost-shared items, individually or in combination, for projects included in the adopted County CIP:

1. Highway construction.
2. Mitigation required by local, state and federal permits, including accessibility requirements.
3. Eligible storm sewer and other drainage facilities based on contributing flows meeting State Aid sharing factors.
4. Replacement or restoration of fences, landscaping, and driveways when affected by construction.
5. Centerline drainage culverts.
6. Existing traffic signals as part of a roadway project.

7. Replace or adjust sanitary sewer, water, and storm sewer systems, if required due to county highway construction.
8. Replace or adjust privately owned public utilities when utilities exist within privately held easements.
9. Eligible water pollution control best management practice items based on the county's share of contributing flows and meeting National Pollution Discharge Elimination System (NPDES) standards such as outlet structures, sedimentation basins and ponds, and temporary erosion control. This includes recognition of the best management practices and systems necessary to meet all local, county, state or federal storm water treatment requirements.
10. Trail and sidewalks along county highways including pedestrian crossing improvements such as beacons, median refuges and bump outs, and overpasses or underpasses, including the Transportation share of greenway crossings, as deemed necessary by the county for safe accommodation of pedestrians and bicycles in the highway right-of-way.
11. Lighting of sidewalks and trails adjacent to county highways in marked school zones and pedestrian crossings in county highways right-of-way.
12. Transit infrastructure improvements on highways, including bus pullouts, bus shelter pads, and other pedestrian facilities determined necessary to support transit.

The county will be responsible for 100 percent of the costs of existing pavement retained and/or rehabilitated through mill and overlay, resurfacing, reclamation, or other methods, as part of the final project. Applicable cost share policies will be applied to all other new construction or reconstruction involving excavation, installation, and placement of other new or reconstructed infrastructure. All other maintenance responsibilities not stated within a policy are county responsibilities. This policy (F.1) also is applied to the county highway portion of trunk highway projects.

Investment Goal Activities by County/City Share

Dakota County Highway Cost Share Policy Overview

Please refer to individual policies for specific details.

Investment Goal	Activities	County Share	City Share	Comments	Cost Share Policy
Preservation	Paved Highway Surface Gravel Highway Surface Bridge Rehabilitation Traffic Safety and Operation Pedestrian and Bicycle Facilities Retaining Wall Rail Crossings	100%	0%		F.17 F.8
	Storm Sewer Maintenance	up to 80%		Up to 80% County for leads and up to 80% City for mainline	F.7
Management	Small Safety Projects	up to 100%			F.15
	Roundabouts	up to 85%	15%	+15% City share per City leg	F.13
	New Traffic Signals	55%	45%		F.4
Replacement and Modernization	Highway Replacement Bridge Replacement Gravel Road Paving Lane Reductions 2- to 3-Lane Modernization	85%	15%	Includes improvements such as turn lanes, medians, shoulders, trails, sidewalks and school zone and pedestrian crossing lighting. Does not include additional through lanes, small safety projects, traffic signals or interchanges.	F.1 F.2 F.3 F.19
	Signal Replacement and Modernization	up to 100%		Cost split per leg	F.4
Replacement and Modernization and Expansion	Aesthetics	up to 3%		Up to 3% of construction cost	F.2
Expansion	Principal Arterials - non-Freeway	85%	15%	Does not include small safety projects, traffic signals or interchanges	F.1 F.2
	10-ton Routes and 6-lane -1/2 mile spacing	75%	25%	Does not include small safety projects, roundabouts, traffic signals or interchanges	F.3 F.14
	All Other Expansion Projects	55%	45%		
	Interchanges	avg. legs		Average of legs	

Table 4.

NOTE: The county is responsible for operation, maintenance and power cost for enhanced or dynamic signing unless otherwise noted.

F.2 Cost Participation - Aesthetic

Participate in aesthetics up to three percent of the county share of highway construction costs (excluding right-of-way, bridges, ponds, and storm sewers) prior to application of federal, state, or jurisdictional transfer funds. The county share of aesthetic participation may not exceed the local cost share for aesthetics. Aesthetics may include landscaping, plantings, decorative pavements, surface treatments, or decorative fencing. The county will not participate in aesthetics on preservation or management projects.

Aesthetic elements are subject to clear zone and sight line requirements, may not hinder normal maintenance operations, or degrade safety or operation of the highway, including trail or sidewalk facilities. The county will not participate in additional right-of-way necessary for only aesthetic enhancements. The local agency is responsible for maintenance of all aesthetic elements. Failure to maintain aesthetic elements may result in the local agency no longer being eligible for aesthetic funding participation. The county reserves the right to remove non-maintained aesthetic elements and recover costs from the local agency.

F.3 Cost Participation - Right-of-Way

For cities with populations over 5,000, the county will participate in the cost of right-of-way for county highway and associated improvements as defined in Table 4 for existing highways where right-of-way is required for:

1. The construction of items described in F.1, (1-11), F.4 (Traffic Signals), and F.13 (Roundabouts) provided city land use decisions have supported right-of-way needs in the corridor.
2. The county's portion of storm sewer and other drainage facilities based on contributing flows meeting State Aid sharing factors.
3. The county portion of water pollution control best management practice items based on the county's share of the contributing flows and meeting NPDES standards. This includes recognition of the best management practices and systems necessary to meet all local, county, state or federal storm water treatment requirements.

F.4 Cost Participation – Traffic Signals

Traffic signals on county highways including construction costs for attached streetlights, interconnection, pre-emption, etc., will be eligible for the following county engineering and construction item participation after subtracting federal and/or state funds as follows:

1. New traffic signal installation, both independent installations or when included with a broader highway project, up to 55 percent county funds.
2. Existing traffic signal replacement or modernization including operational revisions for independent intersection projects such as flashing yellow arrows and pedestrian indications up to the percentage of intersection approach legs under county jurisdiction.
3. 100 percent of traffic signal removals and any directly associated intersection revision construction costs as independent or included in a broader highway project.
4. County standard for signal poles is galvanized. Initial painting and maintenance re-painting costs are aesthetic and is at city cost.

F.5 Cost Participation Involving Federal and State Funds

Subtract from the county eligible project costs, funds received from regional federal solicitation, Trunk Highway Fund, Trunk Highway Jurisdictional Transfer Fund, or federal or state grants, with the balance of remaining costs divided according to applicable county policies.

F.6 Cost Participation for Populations Less Than 5,000

Pay all costs for eligible construction and reconstruction for county highway improvements in cities with populations less than 5,000 and all townships.

F.7 Cost Participation for Storm Sewer System Maintenance

Share the cost of city maintenance of the following elements of county transportation facility storm water drainage systems:

1. Roadway catch basins and pipes connecting catch basins to mainline pipes are eligible for up to 80 percent county participation, or the county share of contributing flows, whichever is less.
2. Mainline pipes at a minimum of 20 percent or the county's share of contributing flows, whichever is greater.
3. Storm water treatment and mitigation facilities based on the county's share of contributing flows.

4. To be eligible for county participation, a system-wide maintenance agreement between the county and local agency will be required to identify system-wide storm water roles and cost responsibilities. These cost share agreements are for actual repair and replacement projects and not for routine maintenance activities such as cleaning.
5. To be eligible for county participation, storm sewer repair and maintenance projects must be included in the currently adopted CIP or be approved by the county prior to incurring costs.

F.8 Multi-Use Trails and Sidewalk Maintenance

Participate in pavement preservation, overlay, or reconstruction of trails and sidewalks along the county highway system up to 100 percent. The city is responsible for snow and ice removal. To be eligible for county participation in trails and sidewalks, a system-wide maintenance agreement between the county and local agency will be required to identify system-wide trail and sidewalk roles and cost responsibilities.

F.9 Transit Capital and Operating

Consider participation in transit capital and operating enhancements, or pilot projects, up to 50 percent after application of federal or state funds available for the project as determined by the county.

F.10 Tax Increment Financing (TIF) Costs

Subtract from the county eligible project costs, the costs of highway improvements or other highway costs (e.g. turn lanes, traffic controls, etc.), which are, in the determination of the county, the result of tax increment financing plan or an amendment to a TIF plan with the balance of costs divided according to policies. County Board resolution is required for any significant deviation from this policy.

F.11 Township Allotment Fund

As requested by the township and approved by the County Engineer, use the "township allotment" to fund:

1. 50 percent of township road or bridge construction projects.
2. Intersection lighting of county highways, including energy costs. (Energy costs will be submitted on an annual basis.)
3. Sign replacement funding.

F.12 Capital Improvement Program

Annually prepare and review the five-year Transportation, Transportation Sales and Use Tax and Regional Railroad Authority CIP's.

F.13 Cost Participation – Roundabouts

Participate up to 85 percent of the costs for eligible engineering and construction items, including streetlights and other features determined as necessary for operation, for roundabouts as described in Policy F.1. as follows:

- County Intersections: 25 percent base level of participation plus 15 percent for each county approach leg of the intersection.
- Trunk Highway Intersections: 85 percent for each county leg of the intersection after application of federal and/or state funds.

The county does not participate in strictly aesthetic elements for roundabout projects.

F.14 Cost Participation – Future County Road Segments

At county discretion, participate in the construction and engineering costs in accordance with F.1 for constructing local roadways that are identified as future county highway segments to county standards, over and above the costs that would have been incurred to construct the segment to city collector street standards.

F.15 Cost Participation – Small Safety Projects

The county may participate up to 100 percent of the engineering and construction costs of the following project types based on county review or prioritization to improve the safety of the transportation system, provided that they would not otherwise be included in a larger management, replacement and modernization or expansion project, or permit request:

1. Median closures or modifications;
2. Access closures or modifications;
3. Streetlights at intersections, marked pedestrian crossing locations and lighting along county highway trails within school zones with demonstrated safety benefit based on county evaluation – Participate up to 100 percent for power and maintenance costs;
4. Turn lanes or channelization at the intersection of two county highways;
5. Pedestrian crossing improvements including median refuges, bump outs, and pavement markings;
6. Guardrail Installation; and
7. ADA required safety improvements including curb ramps, sidewalk and bus shelter pads, and sidewalk connections within county highway right-of-way.

F.16 Cost Participation – Local Roadway System

The county may participate up to 85 percent, as defined on Table 4, of the costs for construction of local roadways necessary to directly mitigate physical, safety or operational deficiencies on the county highway system. Actual participation amount shall be based on the quantifiable benefit to the county highway system, as determined by the county based on engineering study. Local roadway construction costs that will be considered include:

1. Costs associated with relocation and construction of portions of the local roadway system to provide for its continuity and operation at a level that approximates its condition prior to construction of a county highway project.
2. Costs associated with improvements necessary to adequately accommodate county highway traffic detoured onto a local roadway during county highway construction.
3. Costs to improve local roadways to adequately accommodate traffic turning from the county highway onto a local roadway due to the addition of turn lanes on the county highway.
4. Costs directly associated with removal or consolidation of existing access to the county highway system.
5. Costs associated with construction of a local roadway that directly mitigates an existing county highway safety or operational issue or directly eliminates or significantly delays the need to expand the county highway system.

F.17 Traffic Signal and Street Lighting Power Costs and Maintenance Responsibilities

Participate in the maintenance and power costs for new and replacement traffic signals and standard streetlights as follows. Aesthetically enhanced and decorative streetlights are subject to Policy F.2.

- A. New and Replacement

- a. Installation (New and Replacement) Streetlights at intersections, marked pedestrian crossing locations and lighting along county highway trails within school zones with demonstrated safety benefit based on county evaluation – Participate up to 100 percent for power and maintenance costs.
 - b. Street lighting at roundabouts – The county will be responsible for power costs and maintenance on county-county and state-county intersection roundabouts and the city will be responsible on city-county intersection roundabouts.
 - c. Street lighting, maintenance and power costs for traffic signals – The county will participate in power costs for traffic signals including the streetlight up to the percentage of intersection approach legs under county jurisdiction. The streetlights must be energy saving and connected to the service cabinet. Street lighting is the luminaire, pole and all wiring located above the signal mast arm. The city is responsible for maintenance of streetlights and all costs for unmetered services. Painting maintenance of streetlights for signals is 100 percent city responsibility.
- B. Existing
- a. Energy saving light retrofits - The county does not participate. Cities may elect to retrofit streetlights at their cost and by permit through the county.

F.18 County Advanced Funding for City Cost Participation

The county will consider advancing the local share of a project, consistent with adopted county cost participation policies, in the approved CIP's by agreement with the city involved when all the following criteria are met:

1. The county determines there is a need on the county transportation system that should be addressed sooner than city funding allows.
2. The county has the available funds to pay the city cost share at the time the cost will be incurred.
3. The city submits a request to the county explaining the reason(s) for the county to advance fund their share.
4. The plan for city repayment is defined in an agreement between the city and county.
5. County advance funding is limited to a maximum 3-year period.

F.19 Left Turn Lane/Access Permit Process

In cities over 5,000 in population, the county will participate up to 85 percent of one half (42.5 percent) of the engineering, right-of-way and construction costs for left turn lanes required by the county through the access permitting process on high speed, two-lane, undivided county highways to accommodate a new access across from an existing access that does not have an existing left turn or bypass lane. For locations in cities under 5,000 in population or townships, the county may participate up to 50 percent of the engineering, right-of-way and construction costs.



Dakota County 2040 Transportation Plan Cost Share Policy Discussion And County Gravel Roads Within Municipal Boundaries

General Government & Policy Committee
Tuesday, May 5, 2026

Erin Laberee, Transportation Director/County Engineer
Jake Chapek, Assistant County Engineer

Cost Share Policy Discussion Overview



- Dakota County 2040 Transportation Plan (July 2021)
 - Changes coordinated with City partners
 - Reduced Cities shares from ~ 55% County/45% City
- Proposed Revisions
 - Clarify language and intent
 - Overall slight benefit to Cities

Cost Share Policy Discussion

Policy F.1 Proposed Revision



Investment Goal	Activities	County Share	City Share	Comments	Cost Share Policy
Preservation	Paved Highway Surface Gravel Highway Surface Bridge Rehabilitation Traffic Safety and Operation Pedestrian and Bicycle Facilities Retaining Wall Rail Crossings	100%	0%		F.17 F.8
	Storm Sewer Maintenance	Up to 80%	Up to 80%	County share for leads; City share for mainline	F.7
Management	Small Safety Projects	Up to 100%			F.15
	Roundabouts	Up to 85%	15%	+15% City share per City Leg	F.13
	New Traffic Signals	55%	45%		F.4
	<i>New Traffic Signals, Signal Replacements, Temporary Signals and Independent Roundabouts</i>	<i>Up to 100%</i>		<i>Cost based on jurisdiction of approach legs</i>	F.4, F.13

Cost Share Policy Discussion

Policy F.1 Proposed Revision



Replacement and Modernization	Highway Replacement	85%	15%	Includes turn lanes, medians, shoulders, trails, sidewalks, school zone and pedestrian lighting. Excludes added through lanes, small safety projects, signals, and interchanges	F.1
	Bridge Replacement Gravel Road Paving Lane Reductions 2- to 3-Lane Modernization				F.2 F.3 F.19
	Signal Replacement and Modernization	Up to 100%		Cost split per leg	F.4
Replacement and Modernization and Expansion	Aesthetics	Up to 3%		Share based on construction cost	F.2
	Principal Arterials (Non-Freeway), 10-ton Routes and/or 6-lane 1/2-mile spacing	85%	15%	Excludes small safety projects, signals, and interchanges	F.1, F.2, F.3, F.14
Expansion	10-ton Routes and 6-lane 1/2-mile spacing	75%	25%	Excludes small safety projects, signals, roundabouts, and interchanges	
	All Other Expansion Projects	55%	45%		
	Interchanges	Avg. by leg	Avg. by leg	Cost based on leg distribution	

Cost Share Policy Discussion

Cost Estimates



2026-2031 Capitol Improvement Program (CIP)

- 4 New Signal Projects in CIP
 - City Cost Share - 45% to 50%
 - Additional \$50k per signal (total signal cost ~ \$900k)
- Roundabout Projects
 - 1 City/County roundabout project in CIP
 - City Cost Share 45% to 50%
 - \$140k per roundabout
 - 3 County/State roundabouts in CIP
 - City Cost Share 15% to 0%
 - \$160k per roundabout (total roundabout cost ~ \$2.8M)
- Expansion Projects
 - City Cost Share - 25% to 15%
 - 46 Expansion Project Reduces City Cost by \$1.2M (total project cost \$45M)

Cost Share Policy Discussion

Policy F.2 Proposed Revision



F.2 Cost Participation – Aesthetic:

Participate in aesthetics up to three percent of the county share of highway construction costs (excluding right-of-way, bridges, ponds, and storm sewers) prior to application of federal, state, or jurisdictional transfer funds. The county share of aesthetic participation may not exceed the local cost share for aesthetics. Aesthetics may include landscaping, plantings, decorative pavements, surface treatments, or decorative fencing. The county will not participate in aesthetics on preservation or management projects. **The three percent aesthetic County cost participation includes the costs for design and construction.**

Aesthetic elements are subject to clear zone and sight line requirements, may not hinder normal maintenance operations, or degrade safety or operation of the highway, including trail or sidewalk facilities. The county will not participate in additional right-of-way necessary for only aesthetic enhancements. The local agency is responsible for maintenance of all aesthetic elements. Failure to maintain aesthetic elements may result in the local agency no longer being eligible for aesthetic funding participation. The county reserves the right to remove non-maintained aesthetic elements and recover costs from the local agency.

Cost Share Policy Discussion

Policy F.5 Proposed Revision



F.5 Cost Participation Involving Federal and State Funds:

Subtract **external funds** from the county eligible project costs, funds received from regional federal solicitation, Trunk Highway Fund, Trunk Highway Jurisdictional Transfer Fund, or federal or state **funds grants**, with the balance of remaining costs divided according to applicable county policies.

Cost Share Policy Discussion

Policy F.15 Proposed Revision



F.15 Cost Participation – Small Safety Projects:

The county may participate up to 100 percent of the engineering and construction costs of the following project types based on county review or prioritization to improve the safety of the transportation system, provided that they would not otherwise be included in a larger management, replacement and modernization or expansion project, or permit request:

1. Median closures or modifications;
2. Access closures or modifications;
- ~~3. Streetlights at intersections, marked pedestrian crossing locations and lighting along county highway trails within school zones with demonstrated safety benefit based on county evaluation – Participate up to 100 percent for power and maintenance costs;~~
4. Turn lanes or channelization ~~on county highways; at the intersection of two county highways~~
5. Pedestrian crossing improvements including median refuges, bump outs, **enhanced crossing treatments**, and pavement markings;
6. Guardrail Installation;
7. ADA required safety improvements including curb ramps, sidewalk and bus shelter pads; and
8. **Replacement of bypass lanes with center left turn lanes**

Cost Share Policy Discussion

Policy F.17 Proposed Revision



F.17 Traffic Signal and Street Lighting Power Costs and Maintenance Responsibilities

Participate in the maintenance and power costs for new and replacement traffic signals and standard streetlights as follows. Aesthetically enhanced and decorative streetlights are subject to Policy F.2.

A. New and Replacement

- a. Installation of (New and Replacement) Streetlights at intersections, **within** marked pedestrian crossing locations and lighting along county highway trails within school zones with demonstrated safety benefit based on county evaluation – Participate up to 100 percent for power and maintenance costs.
- b. Street lighting at roundabouts – The county will be responsible for power costs and maintenance on county-county and state-county intersection roundabouts and the city will be responsible on city-county intersection roundabouts.
- c. Street lighting, maintenance and power costs for traffic signals – The county will participate in power costs for traffic signals including the streetlight up to the percentage of intersection approach legs under county jurisdiction. The streetlights must be energy saving and connected to the service cabinet. Street lighting is the luminaire, pole and all wiring located above the signal mast arm. The city is responsible for maintenance of streetlights and all costs for unmetered services. Painting maintenance of streetlights for signals is 100 percent city responsibility.

B. Existing **City Owned**

- a. Energy saving light retrofits - The county does not participate. Cities may elect to retrofit streetlights at their cost and by permit through the county.

Cost Share Policy Discussion

Policy F.18 Proposed Revision



F.18 County Advanced Funding for City Cost Participation

The county will consider advancing the local share of a project, consistent with adopted county cost participation policies, in the approved CIP's by agreement with the city involved when all the following criteria are met:

1. The county determines there is a need on the county transportation system that should be addressed sooner than city funding allows.
2. The county has the available funds to pay the city cost share at the time the cost will be incurred **and stay within the County's existing fund balance policy.**
3. The city submits a request to the county explaining the reason(s) for the county to advance fund their share.
4. The plan for city repayment is defined in an agreement between the city and county.
5. County advance funding is limited to a maximum 3-year period **from contract award.**
6. **The City agrees to pay interest on the outstanding principal balance at a rate of 3% per annum, calculated on the basis of a 365-day year, over the duration agreed upon in the agreement.**

Cost Share Policy Discussion

Policy F.18 Considerations



Advanced Funding Policy Utilization 2010-2025

Burnsville	\$ 769,000	1.8%
Farmington	\$ 792,720	1.9%
Hastings	\$ 243,600	0.6%
Lakeville	\$ 36,295,037	87.0%
Rosemount	\$ 445,800	1.1%
West St Paul	\$ 3,180,000	7.6%
Total	\$ 41,726,157	

- Option to charge interest
 - 3% generates approximately \$300k/year

Cost Share Policy Discussion

Policy F.19 Proposed Revision



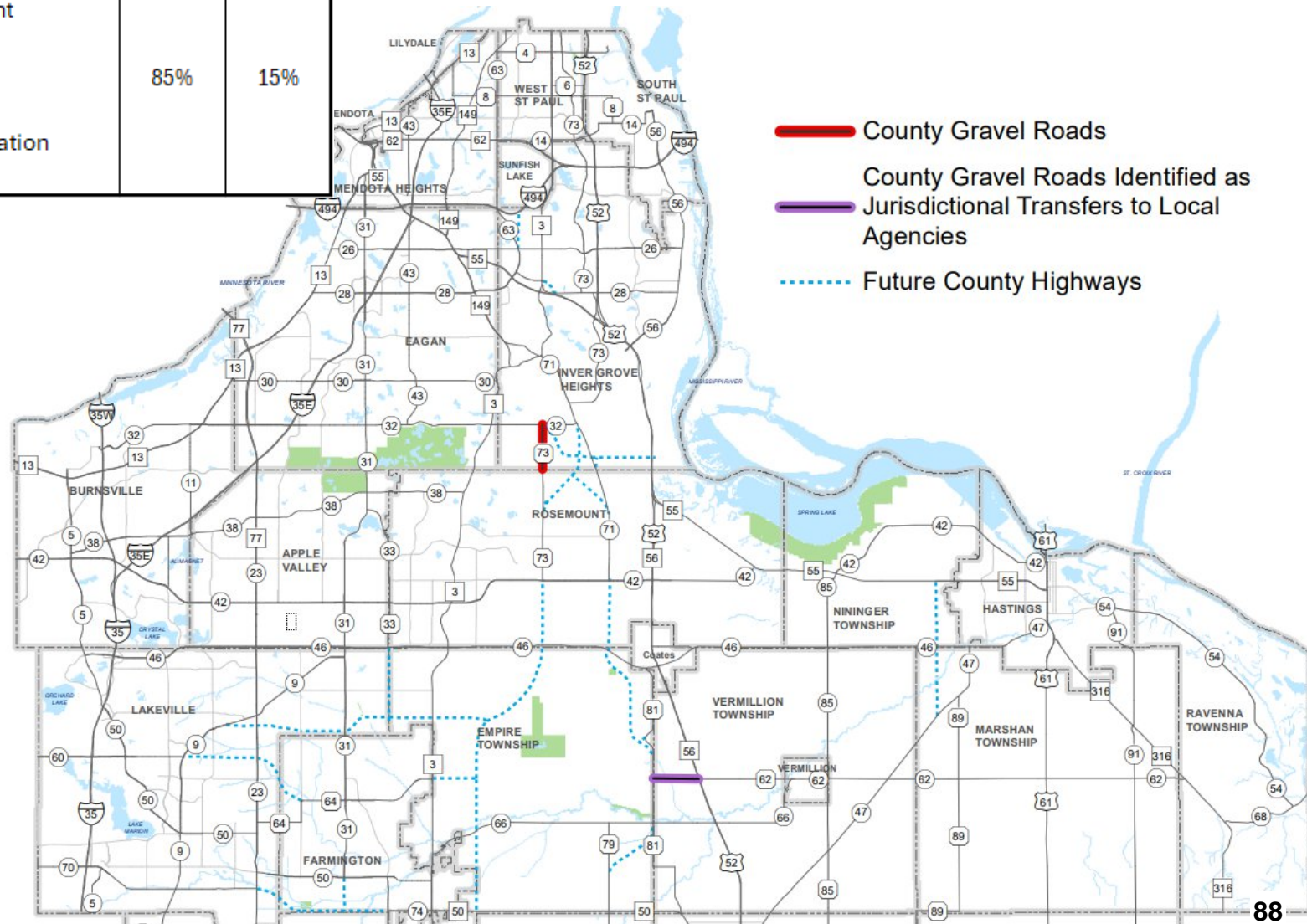
F.19 Left Turn Lane/Access Permit Process:

In cities over 5,000 in population, the county will participate up to 85 percent of one half (42.5 percent) of the engineering, right-of-way and construction costs for left turn lanes required by the county through the access permitting process on ~~high speed, two-lane, undivided~~ county highways to accommodate a new access across from an existing access that does not have an existing left turn or bypass lane. For locations in cities under 5,000 in population or townships, the county may participate up to 50 percent of the engineering, right-of-way and construction costs.

County Gravel Roads Within Municipal Boundaries Policy F.1



Investment Goal	Activities	County Share	City Share
Replacement and Modernization	Highway Replacement Bridge Replacement Gravel Road Paving Lane Reductions 2 - 3 - Lane Modernization	85%	15%



County Road 73 (Akron Avenue) History & Arterial Connector Study (2016)

- CIP Project dating back to 2001
- 2016 Consultant Proposals

Arterial Study Recommendations

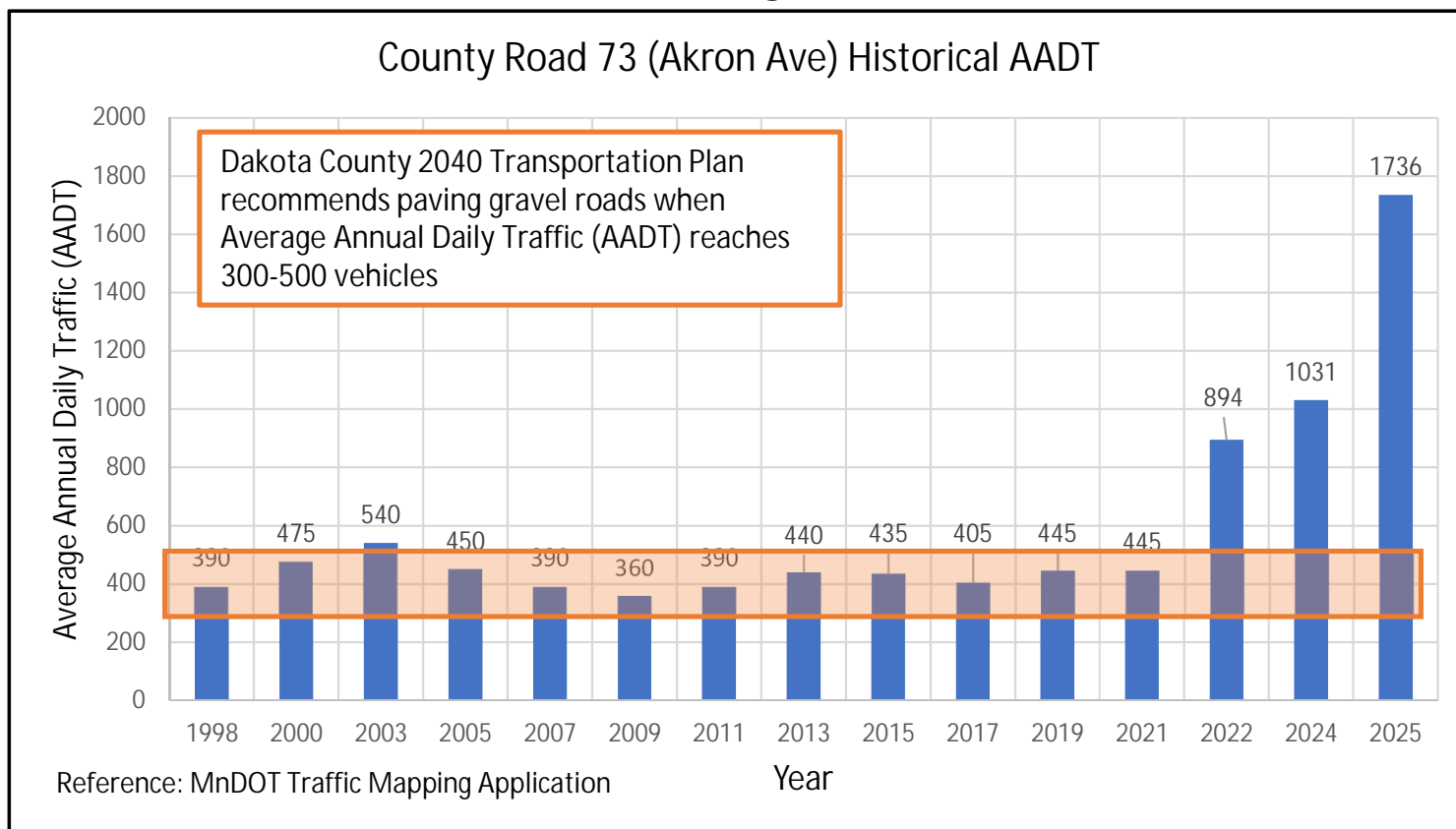
- Using preferred alternative Scenario D-Refined
- Plan for the long-term improvement of CR 73 (Akron Ave) WHEN 4-lane roadway is needed AND mining operations have stopped



County Road 73 (Akron Avenue) Purpose & Need



- Enhance safety and mobility
- Reduce/eliminate maintenance challenges (\$\$)
- Accommodate regional development and growth
- Address interim need, keep long-term alternative viable



County Road 73 (Akron Avenue) Board Considerations



Options for improving CR 73 (Akron):

- Pursue CR 73 Project with City Share (Current policy)
- Revise Cost Share Policy
 - City cost share goes from 15% to 0%.
- Jurisdictional Transfer
 - County pays 100% of reconstruction, turn back to City.
- Future Jurisdictional Transfer
 - County pays 100% of road reconstruction, retains jurisdiction
 - Future transfer payment to City:
 - Prorated based on years of road life
 - Deduct the 15% City cost share owed

Next Steps:

- Board direction
 - Roundabouts and signals based on city leg
 - Expansions 10 ton and 6 ½ spacing to 85/15%
 - Advanced funding interest
 - Gravel roads within municipalities
- Discuss with city partners
- Board approval for Cost Policy revisions



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-5638

Agenda #: 11.1

Meeting Date: 5/5/2026

Adjournment

Dakota County 2040 Transportation Plan (July 2021)

Appendix A

The information in this attachment is copied directly from the Dakota County 2040 Transportation Plan (July 2021) and describes all adopted cost sharing provisions.

F.1 Cost Participation - Roadway

For cities with populations over 5,000, the county will participate in engineering and construction costs for county highway and associated improvements as defined in Table 4 after deducting federal and state cost participation amounts, for the following cost-shared items, individually or in combination, for projects included in the adopted County CIP:

1. Highway construction.
2. Mitigation required by local, state and federal permits, including accessibility requirements.
3. Eligible storm sewer and other drainage facilities based on contributing flows meeting State Aid sharing factors.
4. Replacement or restoration of fences, landscaping, and driveways when affected by construction.
5. Centerline drainage culverts.
6. Existing traffic signals as part of a roadway project.

7. Replace or adjust sanitary sewer, water, and storm sewer systems, if required due to county highway construction.
8. Replace or adjust privately owned public utilities when utilities exist within privately held easements.
9. Eligible water pollution control best management practice items based on the county's share of contributing flows and meeting National Pollution Discharge Elimination System (NPDES) standards such as outlet structures, sedimentation basins and ponds, and temporary erosion control. This includes recognition of the best management practices and systems necessary to meet all local, county, state or federal storm water treatment requirements.
10. Trail and sidewalks along county highways including pedestrian crossing improvements such as beacons, median refuges and bump outs, and overpasses or underpasses, including the Transportation share of greenway crossings, as deemed necessary by the county for safe accommodation of pedestrians and bicycles in the highway right-of-way.
11. Lighting of sidewalks and trails adjacent to county highways in marked school zones and pedestrian crossings in county highways right-of-way.
12. Transit infrastructure improvements on highways, including bus pullouts, bus shelter pads, and other pedestrian facilities determined necessary to support transit.

The county will be responsible for 100 percent of the costs of existing pavement retained and/or rehabilitated through mill and overlay, resurfacing, reclamation, or other methods, as part of the final project. Applicable cost share policies will be applied to all other new construction or reconstruction involving excavation, installation, and placement of other new or reconstructed infrastructure. All other maintenance responsibilities not stated within a policy are county responsibilities. This policy (F.1) also is applied to the county highway portion of trunk highway projects.

Investment Goal Activities by County/City Share

Dakota County Highway Cost Share Policy Overview

Please refer to individual policies for specific details.

Investment Goal	Activities	County Share	City Share	Comments	Cost Share Policy
Preservation	Paved Highway Surface Gravel Highway Surface Bridge Rehabilitation Traffic Safety and Operation Pedestrian and Bicycle Facilities Retaining Wall Rail Crossings	100%	0%		F.17 F.8
	Storm Sewer Maintenance	up to 80%		Up to 80% County for leads and up to 80% City for mainline	F.7
Management	Small Safety Projects	up to 100%			F.15
	Roundabouts	up to 85%	15%	+15% City share per City leg	F.13
	New Traffic Signals	55%	45%		F.4
Replacement and Modernization	Highway Replacement Bridge Replacement Gravel Road Paving Lane Reductions 2- to 3-Lane Modernization	85%	15%	Includes improvements such as turn lanes, medians, shoulders, trails, sidewalks and school zone and pedestrian crossing lighting. Does not include additional through lanes, small safety projects, traffic signals or interchanges.	F.1 F.2 F.3 F.19
	Signal Replacement and Modernization	up to 100%		Cost split per leg	F.4
Replacement and Modernization and Expansion	Aesthetics	up to 3%		Up to 3% of construction cost	F.2
Expansion	Principal Arterials - non-Freeway	85%	15%	Does not include small safety projects, traffic signals or interchanges	F.1 F.2
	10-ton Routes and 6-lane -1/2 mile spacing	75%	25%	Does not include small safety projects, roundabouts, traffic signals or interchanges	F.3 F.14
	All Other Expansion Projects	55%	45%		
	Interchanges	avg. legs		Average of legs	

Table 4.

NOTE: The county is responsible for operation, maintenance and power cost for enhanced or dynamic signing unless otherwise noted.

F.2 Cost Participation - Aesthetic

Participate in aesthetics up to three percent of the county share of highway construction costs (excluding right-of-way, bridges, ponds, and storm sewers) prior to application of federal, state, or jurisdictional transfer funds. The county share of aesthetic participation may not exceed the local cost share for aesthetics. Aesthetics may include landscaping, plantings, decorative pavements, surface treatments, or decorative fencing. The county will not participate in aesthetics on preservation or management projects.

Aesthetic elements are subject to clear zone and sight line requirements, may not hinder normal maintenance operations, or degrade safety or operation of the highway, including trail or sidewalk facilities. The county will not participate in additional right-of-way necessary for only aesthetic enhancements. The local agency is responsible for maintenance of all aesthetic elements. Failure to maintain aesthetic elements may result in the local agency no longer being eligible for aesthetic funding participation. The county reserves the right to remove non-maintained aesthetic elements and recover costs from the local agency.

F.3 Cost Participation - Right-of-Way

For cities with populations over 5,000, the county will participate in the cost of right-of-way for county highway and associated improvements as defined in Table 4 for existing highways where right-of-way is required for:

1. The construction of items described in F.1, (1-11), F.4 (Traffic Signals), and F.13 (Roundabouts) provided city land use decisions have supported right-of-way needs in the corridor.
2. The county's portion of storm sewer and other drainage facilities based on contributing flows meeting State Aid sharing factors.
3. The county portion of water pollution control best management practice items based on the county's share of the contributing flows and meeting NPDES standards. This includes recognition of the best management practices and systems necessary to meet all local, county, state or federal storm water treatment requirements.

F.4 Cost Participation – Traffic Signals

Traffic signals on county highways including construction costs for attached streetlights, interconnection, pre-emption, etc., will be eligible for the following county engineering and construction item participation after subtracting federal and/or state funds as follows:

1. New traffic signal installation, both independent installations or when included with a broader highway project, up to 55 percent county funds.
2. Existing traffic signal replacement or modernization including operational revisions for independent intersection projects such as flashing yellow arrows and pedestrian indications up to the percentage of intersection approach legs under county jurisdiction.
3. 100 percent of traffic signal removals and any directly associated intersection revision construction costs as independent or included in a broader highway project.
4. County standard for signal poles is galvanized. Initial painting and maintenance re-painting costs are aesthetic and is at city cost.

F.5 Cost Participation Involving Federal and State Funds

Subtract from the county eligible project costs, funds received from regional federal solicitation, Trunk Highway Fund, Trunk Highway Jurisdictional Transfer Fund, or federal or state grants, with the balance of remaining costs divided according to applicable county policies.

F.6 Cost Participation for Populations Less Than 5,000

Pay all costs for eligible construction and reconstruction for county highway improvements in cities with populations less than 5,000 and all townships.

F.7 Cost Participation for Storm Sewer System Maintenance

Share the cost of city maintenance of the following elements of county transportation facility storm water drainage systems:

1. Roadway catch basins and pipes connecting catch basins to mainline pipes are eligible for up to 80 percent county participation, or the county share of contributing flows, whichever is less.
2. Mainline pipes at a minimum of 20 percent or the county's share of contributing flows, whichever is greater.
3. Storm water treatment and mitigation facilities based on the county's share of contributing flows.

4. To be eligible for county participation, a system-wide maintenance agreement between the county and local agency will be required to identify system-wide storm water roles and cost responsibilities. These cost share agreements are for actual repair and replacement projects and not for routine maintenance activities such as cleaning.
5. To be eligible for county participation, storm sewer repair and maintenance projects must be included in the currently adopted CIP or be approved by the county prior to incurring costs.

F.8 Multi-Use Trails and Sidewalk Maintenance

Participate in pavement preservation, overlay, or reconstruction of trails and sidewalks along the county highway system up to 100 percent. The city is responsible for snow and ice removal. To be eligible for county participation in trails and sidewalks, a system-wide maintenance agreement between the county and local agency will be required to identify system-wide trail and sidewalk roles and cost responsibilities.

F.9 Transit Capital and Operating

Consider participation in transit capital and operating enhancements, or pilot projects, up to 50 percent after application of federal or state funds available for the project as determined by the county.

F.10 Tax Increment Financing (TIF) Costs

Subtract from the county eligible project costs, the costs of highway improvements or other highway costs (e.g. turn lanes, traffic controls, etc.), which are, in the determination of the county, the result of tax increment financing plan or an amendment to a TIF plan with the balance of costs divided according to policies. County Board resolution is required for any significant deviation from this policy.

F.11 Township Allotment Fund

As requested by the township and approved by the County Engineer, use the "township allotment" to fund:

1. 50 percent of township road or bridge construction projects.
2. Intersection lighting of county highways, including energy costs. (Energy costs will be submitted on an annual basis.)
3. Sign replacement funding.

F.12 Capital Improvement Program

Annually prepare and review the five-year Transportation, Transportation Sales and Use Tax and Regional Railroad Authority CIP's.

F.13 Cost Participation – Roundabouts

Participate up to 85 percent of the costs for eligible engineering and construction items, including streetlights and other features determined as necessary for operation, for roundabouts as described in Policy F.1. as follows:

- County Intersections: 25 percent base level of participation plus 15 percent for each county approach leg of the intersection.
- Trunk Highway Intersections: 85 percent for each county leg of the intersection after application of federal and/or state funds.

The county does not participate in strictly aesthetic elements for roundabout projects.

F.14 Cost Participation – Future County Road Segments

At county discretion, participate in the construction and engineering costs in accordance with F.1 for constructing local roadways that are identified as future county highway segments to county standards, over and above the costs that would have been incurred to construct the segment to city collector street standards.

F.15 Cost Participation – Small Safety Projects

The county may participate up to 100 percent of the engineering and construction costs of the following project types based on county review or prioritization to improve the safety of the transportation system, provided that they would not otherwise be included in a larger management, replacement and modernization or expansion project, or permit request:

1. Median closures or modifications;
2. Access closures or modifications;
3. Streetlights at intersections, marked pedestrian crossing locations and lighting along county highway trails within school zones with demonstrated safety benefit based on county evaluation – Participate up to 100 percent for power and maintenance costs;
4. Turn lanes or channelization at the intersection of two county highways;
5. Pedestrian crossing improvements including median refuges, bump outs, and pavement markings;
6. Guardrail Installation; and
7. ADA required safety improvements including curb ramps, sidewalk and bus shelter pads, and sidewalk connections within county highway right-of-way.

F.16 Cost Participation – Local Roadway System

The county may participate up to 85 percent, as defined on Table 4, of the costs for construction of local roadways necessary to directly mitigate physical, safety or operational deficiencies on the county highway system. Actual participation amount shall be based on the quantifiable benefit to the county highway system, as determined by the county based on engineering study. Local roadway construction costs that will be considered include:

1. Costs associated with relocation and construction of portions of the local roadway system to provide for its continuity and operation at a level that approximates its condition prior to construction of a county highway project.
2. Costs associated with improvements necessary to adequately accommodate county highway traffic detoured onto a local roadway during county highway construction.
3. Costs to improve local roadways to adequately accommodate traffic turning from the county highway onto a local roadway due to the addition of turn lanes on the county highway.
4. Costs directly associated with removal or consolidation of existing access to the county highway system.
5. Costs associated with construction of a local roadway that directly mitigates an existing county highway safety or operational issue or directly eliminates or significantly delays the need to expand the county highway system.

F.17 Traffic Signal and Street Lighting Power Costs and Maintenance Responsibilities

Participate in the maintenance and power costs for new and replacement traffic signals and standard streetlights as follows. Aesthetically enhanced and decorative streetlights are subject to Policy F.2.

- A. New and Replacement

- a. Installation (New and Replacement) Streetlights at intersections, marked pedestrian crossing locations and lighting along county highway trails within school zones with demonstrated safety benefit based on county evaluation – Participate up to 100 percent for power and maintenance costs.
 - b. Street lighting at roundabouts – The county will be responsible for power costs and maintenance on county-county and state-county intersection roundabouts and the city will be responsible on city-county intersection roundabouts.
 - c. Street lighting, maintenance and power costs for traffic signals – The county will participate in power costs for traffic signals including the streetlight up to the percentage of intersection approach legs under county jurisdiction. The streetlights must be energy saving and connected to the service cabinet. Street lighting is the luminaire, pole and all wiring located above the signal mast arm. The city is responsible for maintenance of streetlights and all costs for unmetered services. Painting maintenance of streetlights for signals is 100 percent city responsibility.
- B. Existing
- a. Energy saving light retrofits - The county does not participate. Cities may elect to retrofit streetlights at their cost and by permit through the county.

F.18 County Advanced Funding for City Cost Participation

The county will consider advancing the local share of a project, consistent with adopted county cost participation policies, in the approved CIP's by agreement with the city involved when all the following criteria are met:

1. The county determines there is a need on the county transportation system that should be addressed sooner than city funding allows.
2. The county has the available funds to pay the city cost share at the time the cost will be incurred.
3. The city submits a request to the county explaining the reason(s) for the county to advance fund their share.
4. The plan for city repayment is defined in an agreement between the city and county.
5. County advance funding is limited to a maximum 3-year period.

F.19 Left Turn Lane/Access Permit Process

In cities over 5,000 in population, the county will participate up to 85 percent of one half (42.5 percent) of the engineering, right-of-way and construction costs for left turn lanes required by the county through the access permitting process on high speed, two-lane, undivided county highways to accommodate a new access across from an existing access that does not have an existing left turn or bypass lane. For locations in cities under 5,000 in population or townships, the county may participate up to 50 percent of the engineering, right-of-way and construction costs.