



Dakota County

Physical Development Committee of the Whole Agenda

Tuesday, July 14, 2026

9:00 AM

Conference Room 3A, Administration
Center, Hastings

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 send comments to CountyAdmin@co.dakota.mn.us and instructions will be given to participate during the meeting. Verbal comments are limited to five minutes.

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

3.1 Approval of Agenda (Additions/Corrections/Deletions)

4. Consent Agenda

4.1 Approval Of Minutes Of Meeting Held On June 16, 2026

5. Regular Agenda

5.1 *Transportation* - Update On Safety And Operations Mitigations At County State Aid Highway 50 And 60 Intersection In City Of Lakeville

5.2 *Parks* - Authorization To Execute Contract Amendment Five With Short-Elliott-Hendrickson, Incorporated To Provide Additional Engineering Services For Greenway Trail And Memorial Nodes Design For Veterans Memorial Greenway In Cities Of Inver Grove Heights And Eagan, County Project P00147 (1000636)

5.3 *Physical Development Administration* - Update On Excess Property Disposition Process

6. Assistant County Managers' Report
7. Future Agenda Items
8. Adjournment
 - 8.1 Adjournment

For more information please call 952-891-7000.

Physical Development agendas are available online at
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>
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Physical Development Committee of the Whole

Request for Board Action

Item Number: DC-5691

Agenda #: 3.1

Meeting Date: 7/14/2026

Approval of Agenda (Additions/Corrections/Deletions)



Physical Development Committee of the Whole

Request for Board Action

Item Number: DC-5692

Agenda #: 4.1

Meeting Date: 7/14/2026

Approval Of Minutes Of Meeting Held On June 16, 2026



Dakota County

Physical Development Committee of the Whole

Minutes

Tuesday, June 16, 2026

9:00 AM

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

1. Call to Order and Roll Call

The meeting was called to order at 9:00 a.m. by Commissioner Holberg.

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

Also in attendance were Heidi Welsch, County Manager; Tom Donely, First Assistant County Attorney; Georg Fischer, Assistant County Manager: Physical Development; Liz Hansen, Administrative Coordinator.

Commissioner Halverson arrived at 9:03 a.m.

2. Audience

Commissioner Holberg asked if there was anyone in the audience that wished to address the Physical Development Committee of the Whole on an item not on the agenda or an item on the consent agenda. No one came forward and no comments were submitted to CountyAdmin@co.dakota.mn.us.

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

3.1 Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: Liz Workman

Ayes: 6

Excused: 1

4. Consent Agenda

4.1 Approval Of Minutes Of Meeting Held On May 12, 2026

Motion: Mike Slavik

Second: Joe Atkins

Ayes: 6

Excused: 1

5. Regular Agenda

5.1 Update And Direction On Potential Trail Inclusion For County State Aid Highway 54 Expansion In Ravenna Township, County Project 54-011

John Sass, Project Management Supervisor, presented this item and responded to questions.

The County Road 54 expansion project in Ravenna Township aims to improve safety and functionality along the corridor, which has experienced about 200 crashes and four fatalities over the past decade. In December 2025, The Physical Development Committee of the Whole reviewed four potential options and directed staff to pursue the addition of a multi-use trail as part of the project and as an extension of the Mississippi River Greenway to the Goodhue County border.

On April 21, 2026, the County Board received a petition expressing concerns regarding the trail component. Staff provided a recap of the information presented to the Board in December 2025 and responded to each of the issues identified in the petition: property impacts, privacy, fiscal stewardship, and environmental considerations.

The county is completing an Environmental Assessment Worksheet (EAW) to evaluate environmental impacts and mitigation. Preliminary findings show the full road-and-trail option would affect about 9.9 acres, while a road-only option would affect about 7.1 acres. That document will be available for public review following County Board approval on June 23, 2026.

Several members of the public provided testimony objecting to the trail component of the project

The following members of the public addressed the committee:

- Jan Hovan
- Earle and Jeanne Almquist
- Shane Hudella

After considering the public testimony, the committee rescinded their previous direction and directed staff to pursue the project without the trail component. Staff will remove the trail from the plans and continue to seek external funding for the project, noting that funding may be more difficult to secure without the trail.

Information only; no action requested.

5.2 Update On Safety And Operations At County State Aid Highway 50 And 60 Intersection In City Of Lakeville

Tyler Krage, Traffic Engineer presented this topic and responded to questions. The discussion addressed safety and operational issues at the County Road 50/60 roundabout in Lakeville. Staff presented three options: improving the existing roundabout, building a modified roundabout with bypass lanes, or converting the intersection to a fully signalized system. Staff noted a significant rise in total and serious crashes since 2019, raising doubts about the roundabout's ability to handle current and projected future traffic.

This information will be presented to the Lakeville City Council on July 6, 2026. Staff will return to the Physical Development Committee for further discussion later in July.

Information only; no action requested

5.3 Update And Direction On Recommended Park Ordinance 107 Amendments

Niki Geisler, Parks Director, presented this item and responded to questions. Sergeant Smidt with the Sheriff's Department was also in the audience and responded to questions.

The discussion focused on proposed amendments to Park Ordinance 107, which governs county park use and management. Updated in 2023, the ordinance is being revised to modernize language, improve clarity, and address enforcement challenges. Key proposed changes include replacing "bikeways" with "greenways" to reflect multi-use paths, clarifying when "special use permits" are required, and explicitly allowing county-sponsored, permit-based hunts for wildlife management and habitat protection.

The amendments also update rules for e-bikes, e-motors, golf carts, and other electric power devices to better align with state law, emphasize safety and appropriate locations for use, and reflect how people currently use county parks. The sheriff's office additionally recommended removing the difficult-to-enforce 15-mph speed limit on certain paths. This proposed amendment also aligns with the consensus from the Metropolitan Area Regional Parks implementing agencies.

Staff responded to some clarification questions from the Committee. Staff will schedule a public hearing for the proposed amendments to Park Ordinance 107 in August 2026.

Information only; no action requested.

6. Assistant County Managers' Report

Mr. Fischer provided the committee with a detailed written division report and highlighted an article on the broader economic impact of outdoor recreation in Dakota County. According to the article, outdoor recreational activities and related industries support about 7,500 jobs, add an estimated \$913 million to the local and regional economy, and generate \$1.85 billion in total economic output. These figures highlight the importance of ongoing investment in parks,

trails, and recreational amenities as drivers of employment, business growth, and community well-being.

7. Future Agenda Items

A commissioner proposed scheduling a comprehensive discussion to clarify the respective roles of Dakota County and its cities in addressing the growing use of e-bikes. The commissioner recommended a countywide dialogue to establish shared principles, identify common concerns, and determine whether to request state action in response to rapid technological change, ensuring that e-bike policies remain consistent, forward-looking, and responsive to evolving transportation and recreation needs.

8. Adjournment

8.1 Adjournment

Motion: Mike Slavik

Second: Mary Hamann-Roland

On a motion by Commissioner Mike Slavik, seconded by Commissioner Mary Hamann-Roland, the meeting was adjourned at 11:01 a.m.

Ayes: 7

Respectfully submitted,
Liz Hansen
Administrative Coordinator



Physical Development Committee of the Whole

Request for Board Action

Item Number: DC-5803

Agenda #: 5.1

Meeting Date: 7/14/2026

DEPARTMENT: Transportation

FILE TYPE: Regular Information

TITLE

Update On Safety And Operations Mitigations At County State Aid Highway 50 And 60 Intersection In City Of Lakeville

RESOLUTION

Information only, no action requested.

BACKGROUND

County staff has undertaken detailed analysis of the County State Aid Highway (CSAH) 50 and 60 roundabout, reviewing safety and operations. This intersection has the highest crash metrics (exceeding critical thresholds by five to eight times) across the County and continues to have high numbers of crashes despite improvements to signage and striping since its installation.

County staff has conducted a traffic analysis in coordination with the City of Lakeville to determine how the intersection will operate in the future. The analysis shows the current roundabout configuration will likely continue to result in high numbers of crashes and will be detrimental to the safety and mobility of drivers. Alternatives to the roundabout were evaluated, including right-turn bypasses and a traffic signal.

County Transportation staff previously provided updates to the Physical Development Committee of the Whole on June 16, 2026, outlining three options:

1. Enhanced Roundabout
2. Enhanced Roundabout with Bypass Lanes on Southbound Right and Eastbound Right Approaches
3. Conversion of the Roundabout to a Traffic Signal

County Transportation staff met with Lakeville City Council to provide information on the traffic analysis and potential improvement options on July 6, 2026. Staff will provide an overview of the analysis, feedback from the City of Lakeville, and seek direction to proceed with design.

RECOMMENDATION

Information only, no action requested.

FINANCIAL AND STAFFING IMPACTS

Dakota County's Capital Improvements Plan budget has funds allocated for the traffic analysis. Depending on Board direction, the budget may need to be amended to accommodate additional

design costs.

PREVIOUS BOARD ACTION

None

ATTACHMENTS

Attachment: Presentation Slides

CONTACT

Department Director: Erin Laberee

Author: Tyler Krage



Update on Safety and Operations at CSAH 50/CSAH 60 Roundabout

Physical Development Committee

July 14, 2026

Tyler Krage, County Traffic Engineer

Agenda

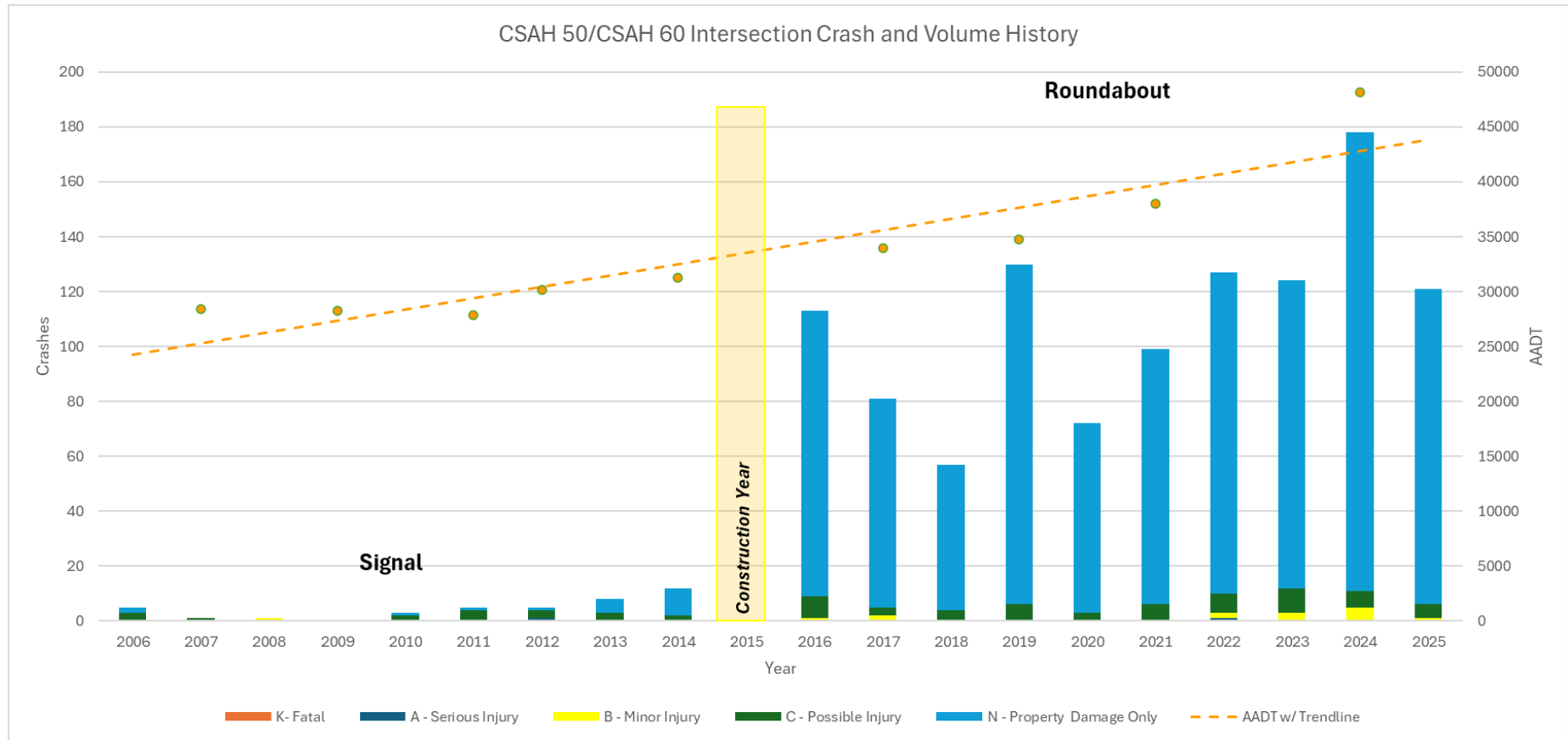
- Options
- Lakeville Concerns
- Option Review
- Cost-Share
- Schedule
- Questions and Discussion



- Option 1 – Enhanced Roundabout with Striping, Crossing, and Other Improvements
- Option 2 – Enhanced Roundabout with Bypass Lanes for SBR and EBR movements
- Option 3 – Signal Conversion and Coordination

- Uncertainty on Traffic Growth
- Kenrick Extension
- Signal Efficiency
- Have we looked at all options?

Lakeville - Growth Uncertainty



- Historical Traffic Volumes show about a 2.7% Annual Growth Rate up to now
- Forecasted Numbers Utilized Updated 2022 Travel Demand Model Number 15

Lakeville - Kenrick Extension



- Prior studies show ~2,000 trips a day may route to Kenrick from RAB (only ~5% of total volume)
- While less traffic in RAB, high crashes still exist with lower volume
- Kenrick Extension Timeline Uncertain

Lakeville – Signal Efficiency

- Would utilize signal coordination across CSAH 60
- Pre-2015 Signal only had 1 lane in each direction and would now have 2 throughs, resulting in significant capacity increase



Lakeville – Looked at all Options?

Turbo Roundabout



Spiral Roundabout



- Limited by snow and maintenance, Right of way, and data on effectiveness for turbos/spiral RAB
- Extensive review of unique alternatives
 - 2x1 Conversion
 - Signalized RAB
 - Impact of Metered Signals
 - Signalization + RCUT designs
 - Other spot improvements based on design

Mitigations in the Meantime



Mumble strips and
Ground-In Pavement
Markings to Encourage
Utilizing Correct Lanes

(Summer 2026
Implementation)

Overall Options Comparison

Option	Safety Improvement	Delay Improvement	Cost
Option 1 – Enhanced RAB	* Minor improvements	* No delay improvements	*** \$100,000-200,000
Option 2 – Enhanced RAB with Right Turn Bypasses	* Minor improvements plus 3% RT crash reduction	** Delay improvements for certain movements	** ~\$1.5M
Option 3 – RAB to Signal Conversion	*** Per signal comparisons, may see 80-50% crash reduction	*** Major delay improvements and ability to adapt to changing traffic	* ~\$4-5M

Key -

* (No to Minor Improvement) ** (Some Improvement) *** (Major Improvement)

Cost Share Policy



- Proposed Cost-Share Policy Exception – 100% County Cost Share
- Current Policy:

Investment Goal	Activities	County Share	City Share	Comments	Cost Share Policy
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

- Roundabout built in 2015

Proposed Project Process



- Begin Engineering Phase and award a consultant contract
- Provide Updates to Lakeville Council and Dakota County Board during engineering phase
- County Board approval prior to moving into a ROW Phase

Questions?



Physical Development Committee of the Whole

Request for Board Action

Item Number: DC-5838

Agenda #: 5.2

Meeting Date: 7/14/2026

DEPARTMENT: Parks

FILE TYPE: Regular Action

TITLE

Authorization To Execute Contract Amendment Five With Short-Elliott-Hendrickson, Incorporated To Provide Additional Engineering Services For Greenway Trail And Memorial Nodes Design For Veterans Memorial Greenway In Cities Of Inver Grove Heights And Eagan, County Project P00147 (1000636)

RESOLUTION

WHEREAS, the Veterans Memorial Greenway Project (P00147) will provide a link between Lebanon Hills Regional Park and the Mississippi River in central Dakota County and through the cities of Inver Grove Heights and Eagan; and

WHEREAS, the Veterans Memorial Greenway will include memorials along the trail, giving users the opportunity to learn about the sacrifices veterans have made over the years as they travel the trail; and

WHEREAS, by Resolution No. 20-430 (September 1, 2020), the County executed a contract with Short-Elliott-Hendrickson, Incorporated, for preliminary and final design engineering consulting services; and

WHEREAS, the County Board authorized four previous amendments to the contract for additional services; and

WHEREAS, a fifth amendment is proposed for additional services to complete phase 2 design (significant 90%-95% design updates, plan re-submissions, and additional permits), four enhanced memorial nodes design (Native American Veterans, Gold Star Families, Support Organizations, and Military Units and Flyers), and supplemental services to design phase 3 (topographic survey, wetland re-delineation, soil borings, Level 2 geometric layout, and railroad storm sewer license); and

WHEREAS, County staff recognizes and recommends the additional tasks as necessary to complete phase 2 design, the four enhanced memorial nodes design, and supplemental services to design phase 3; and

WHEREAS, staff negotiated an amount of \$992,000 with Short-Elliott-Hendrickson, Incorporated, to complete the work; and

WHEREAS, the 2026 Parks Capital Improvement Program Budget includes sufficient funding for the

Veterans Memorial Greenway.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Assistant County Manager: Physical Development, or designee, to execute an amendment to the contract with Short-Elliott-Hendrickson, Incorporated, for additional services necessary for the Veterans Memorial Greenway in an amount not to exceed \$992,000, resulting in a total amended contract not to exceed \$5,302,025, subject to approval by the County Attorney's Office as to form.

BACKGROUND

The Veterans Memorial Greenway is a five-mile corridor that stretches east and west within Eagan and Inver Grove Heights, which follows the adopted Rich Valley Greenway master plan corridor. The Veterans Memorial Greenway will provide neighborhood access points connecting single-family residential neighborhoods, local park connections, and rural and undeveloped open space (Attachment: Project Location). The memorials along the trail will be planned and constructed in partnership with veterans' groups.

By Resolution No. 20-430 (September 1, 2020), the County executed a contract with Short-Elliott-Hendrickson, Incorporated (SEH), for preliminary and final design engineering consulting services. This amendment contract with SEH, accounts for additional services required to complete Phase 2, four enhanced memorial nodes, and supplemental services to design Phase 3.

A summary of the supplemental agreement for engineering services is below:

Phase 2 Additional Services

Additional Phase 2 work resulted from extensive design refinements, two unanticipated 95% plan submittals, and major revisions triggered by agency and city review comments. These revisions included widening the TH 3 bridge, multiple trail alignment and profile changes, re-design of intersections and cul-de-sacs, and added landscaping, seeding, and memorial node elements. The team also undertook significant coordination with DNR for additional analyses needed for the Public Waters permit and with USFWS for an Eagle Disturbance Permit, requiring alternatives documentation, permitting exhibits, and multiple coordination meetings.

Associated Fees/Expenses: \$760,000

Interpretive Planning

The expanded interpretive planning includes enhanced design and content development for four memorial nodes: Native American Veterans, Gold Star Families, Support Organizations, and Military Units and Flyers. Added work includes new interpretive panels, audio content, artistic direction, symbol and silhouette graphics, and broader engagement with the Veterans Advisory Group and multiple focus groups. The scope also covers research, detailed content development, schematic and design deliverables, and 3D concepts to support SEH's final exhibit and node designs. These enhancements go beyond the original eight basic nodes and two previously planned enhanced nodes. Design of these nodes will help in developing cost estimates for future County board discussion.

Associated Fees/Expenses: \$80,000

Phase 3 Additional Design Services

Added scope includes supplemental topographic survey work along 105th Street and US 52, wetland re-delineation, new soil borings for several structures, and development of a Level 2 MnDOT geometric layout. Additional requirements include a Storm Sewer Utility License submission to Union Pacific Railroad, expanded final design for 105th Street to a fully urban section with trail integration, retaining wall or reinforced soil slope design, and revised stormwater and utility design. The team will also prepare a Metropolitan Council Regional Solicitation grant application.

Associated Fees/Expenses: \$152,000

RECOMMENDATION

Staff recommends executing a contract amendment with SEH, in the amount of \$992,000, increasing the total contract amount not to exceed \$5,302,025 for the Veterans Memorial Greenway. There are sufficient funds for P00147 (1000636) available for this request.

FINANCIAL AND STAFFING IMPACTS

Source	Budget Amount	Available Budget
ACHF Grant	\$20,000	\$10,000
Parks County Funds	\$681,583	\$0
Environmental Legacy Fund	\$9,900,000	\$6,681,396
Federal Aid Program	\$4,995,000	\$4,995,000
Regional Rail Authority Funding	\$1,000,000	\$1,000,000
Met Council State Bonding	\$10,000,000	\$5,671,690
Transportation Advance Acct	\$412,743	\$0
Transportation CIP	\$46,506	\$0
Transportation Sales/Use Tax	\$40,000	\$0
Grand Total	\$27,095,832	\$18,358,086

PREVIOUS BOARD ACTION

20-430; 9/1/20

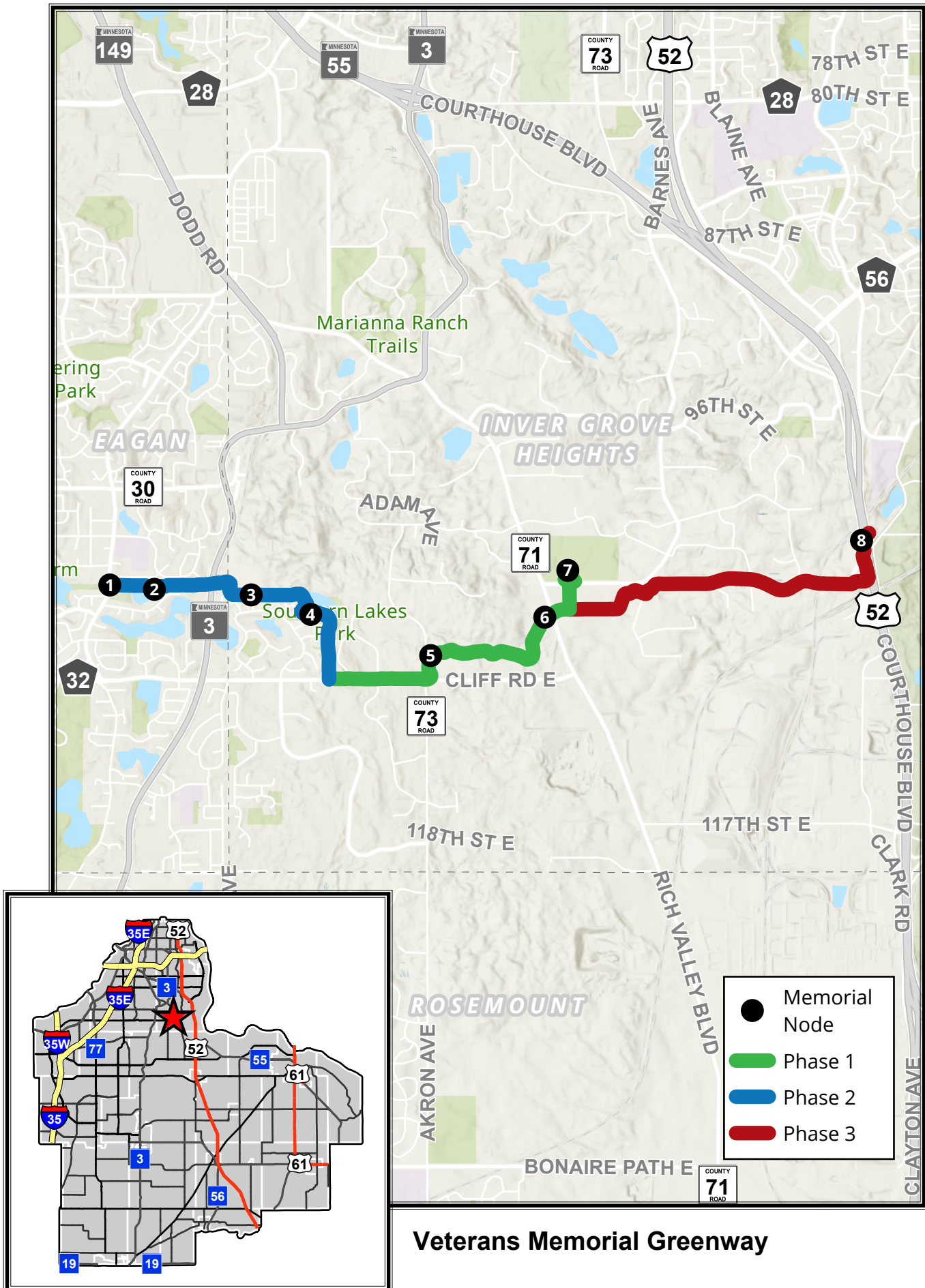
ATTACHMENTS

Attachment: Project Location
Attachment: SEH Amendment Memorandum
Attachment: Presentation Slides

CONTACT

Department Director: Niki Geisler
Author: Luisa Torres

Attachment: Project Location Map





Building a Better World
for All of Us®

SUPPLEMENTAL LETTER AGREEMENT

May 26, 2026

RE: Dakota County
Veterans Memorial Greenway –
Amendment for Professional Services
County Contract #C0033121
SEH No. DAKOT 157442 10.00

Tony Wotzka
Greenways Manager
Dakota County Parks Department
14955 Galaxie Avenue
Apple Valley, MN 55124

Dear Mr. Wotzka:

Short Elliott Hendrickson Inc. (SEH®) appreciates the opportunity to submit this Supplemental Letter Agreement for Engineering Services (agreement) for the above referenced project. The agreement is needed to address additional services provided with the delivery of Phase 2, additional interpretive planning services, and additional services required for the delivery of Phase 3.

Phases 2 Additional Services

During design development for Phase 2, SEH completed numerous design refinements and iterations that were not originally accounted for as part of the original contract or previous contract amendments.

Amendment 3, submitted to Dakota County in spring 2025, is the most recent amendment to include additional services for Phase 2 design. At that time, 90% plans had been submitted to Dakota County, Eagan, Inver Grove Heights, and MnDOT for review. We anticipated a bid opening in the summer of 2025.

However, due to the nature of the comments received and due to delays outside of our control (including securing final right of way and an agreement with Canadian Pacific Kansas City Railroad), two additional plan submittals were completed in advance of project bidding. Due to the duration of the pause in design development, an interim 95% set of plans was submitted to the County and cities in November 2025 and an updated 95% submittal was provided to the County, cities, and MnDOT in March 2026. These submittals were not anticipated when amendment 3 was submitted.

A bid opening is now planned for summer/fall 2026, approximately one year later than originally assumed.

In addition to the development of two additional submittals, comments received required the following revisions to the plans. At the 90% complete design stage, SEH anticipated that review comments would be limited to minor or cosmetic details and would not change the overall design. However, these comments required substantial revisions, in some cases reverting the design back to approximately the 60% complete level of development. Because the plan set contains 190 total sheets, revisions of this

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10650 Red Circle Drive, Suite 500, Minnetonka, MN 55343-9302

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SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

magnitude at an advanced stage necessitated updates across a significant number of plan sheets and supporting documents.

- Widen precast concrete pedestrian bridge over TH 3 from 12' to 14'
- Trail alignment and profile revisions in five separate locations
- Tofte Lane cul-de-sac layout and spur trail connection re-design
- Addition of landscaped screening for 3 parcels along Atlantic Hills Drive
- Addition of seeding and other landscape treatments beyond trail grading limits
- Addition of basic memorial nodes to bidding documents
- Dodd Road stormwater basin revisions received from City of Eagan
- Addition of rapid rectangular flashing beacon (RRFB) at Dodd Road crosswalk, requested by Eagan/Dakota County on April 29, 2026

In addition, further coordination was required with:

- DNR for Public Waters permit
 - Since amendment 3 (see below) was submitted, the DNR requested additional alignment analysis and narrative development to support the Public Waters permit application. These requests were not anticipated but ultimately allowed the DNR to approve the permit
- United States Fish and Wildlife Services (USFWS) for Eagle Disturbance Permit
 - Due to the presence of an active bald eagle's nest located within the project corridor, MnDOT Office of Endangered Species (OES) advised that an Eagle Disturbance permit would be required
 - This required internal and external coordination meetings with USFWS to support the development and submittal of a permit application, project alternatives documentation, and supporting exhibit. Draft permit conditions were provided by USFWS on May 14, 2026. SEH provided responses to the draft on May 19, 2026.

Interpretive Planning

Our current scope includes the development of eight basic memorial nodes and two enhanced memorial nodes (MIA Prairie and Places We Served).

As the interpretive planning process has evolved, SEH and our subconsultant partners, Blue Willow Consulting and Drumminhands Design, have provided/will provide the following additional services:

- Enhanced memorial node planning for the following nodes:
 - Native American Veterans
 - Trail development to central node/feature
 - Development of artistic interpretation for center art sculpture
 - Graphic design for poetry and symbols representing the four cardinal directions
 - Curved bench details and structural design (will be based on shaded seating structure previously developed)
 - Gold Star Families
 - Development of six additional interpretive panels and audio posts
 - Art direction/consultation for labyrinth and sculpture
 - Support Organizations
 - Development of military units insignia layouts for pedestrian bridge over TH 3
 - Military Units and Flyers)
 - Design of up to 12 silhouettes of military flyers to mimic silhouettes designed for MIA Prairie node

- Development of detailed content drawings for Native American Veterans, Gold Star Families, Support Organizations, and Military Units and Flyers nodes
- Refer to detailed scopes attached.

Phase 3 Design

While our current scope includes design services for the bulk of Phase 3, the following list of tasks summarizes services that have been added to the required scope that had not previously been identified:

- Supplemental topographic survey along 105th Street and US 52 (2 crossover locations and box culvert crossing location) and associated MnDOT right of way permit
- Wetland re-delineation and report update (delineations previously completed will expire in September 2026)
- Soil borings for 105th St boardwalk and US 52 box culvert.
 - Borings will consist of:
 - 3 SPT borings to X' deep along 105th Street east of Borman Ave for retaining wall/reinforced soil slope
 - X SPT borings to X' deep along 105th Street east of Brent Ave for boardwalk design
 - X SPT borings to X' deep along US 52 for box culvert and retaining wall design
- Development of Level 2 geometric layout for MnDOT (includes one round of comments from MnDOT prior to approval)
- Submittal of Storm Sewer Utility License to Union Pacific Railroad. Includes reimbursement of estimated \$4,055 application fee
- Final design of 105th Street reconstruction
 - Current scope includes trail final design along with conceptual design of 105th Street roadway reconstruction
 - Adding refined 105th Street roadway design to include fully urban typical section with adjacent trail, as approved by Dakota County and City of Inver Grove Heights. Includes design of one retaining wall or reinforced soil slope (RSS)
 - Development of retaining wall/RSS geotechnical report
 - Spread calculations for north side of 105th Street and stormwater management and storm sewer design related to revised 105th Street typical section (fully urban)
- Submittal of Metropolitan Council Regional Solicitation grant application

Fee Breakdown

Below is a summary of existing contract and amendments with associated fees to date:

Item	Fees/Expenses
Original Contract (9/15/2020)	\$1,299,151
Amendment 1 (a; 3/14/2023)	\$204,590
Amendment 2 (b; 4/4/2024)	\$991,055
Amendment 3 (c; 5/7/2025)	\$1,755,000
Amendment 4 (d; 11/27/2025)	\$60,229
Total Contract Amount	\$4,310,025

- Phase II Environmental Site Assessment, Veterans memorial node development, 105th Street design alternatives, Scheila parcel development concept
- Memorial node interpretive planning, landscaping plan development, Phase 1 construction services
 - Memorial node interpretive planning consists of:

- i. **Basic memorial nodes** (8 total): Engagement, schematic design, and design development based on adopted Interpretive Memorial Plan (i.e. stars and stripes concrete, small interpretive panels, trail user amenities/kiosk, shaded seating structure template for use at multiple nodes)
 - 1. Content development and design of graphic panels
 - 2. Record audio interviews and provide rough edits for audio posts
- ii. **Enhanced memorial nodes** (2 total): Engagement, schematic design, and design development of content for MIA Prairie and Places We Served nodes
- (c) Phase 1 and 2 additional design services, Phase 3 additional design services, Phase 2 construction services
 - a. \$305,000 for Phase 1 and Phase 2 additional design services
 - b. \$675,000 for phase 3 design services
 - i. Four additional 105th Street design alternatives
 - ii. Jeffries Chicken Farm alternative alignment analysis
 - iii. US 52 bridge crossing analysis
 - iv. 105th Street reconstruction alternatives analysis
 - v. US 52 underpass alternatives analysis
 - vi. Stormwater management design for initial 105th Street concept (rural north side and urban south side) and US 52 final design (box culvert)
 - c. \$775,000 for Phase 2 construction services
- (d) Construction services for Phase 1 landscaping and memorial node bid packages

The following is a summary of the additional scope items and associated fees and reimbursable expenses for this amendment request.

Item	Associated Fees/Expenses
Phase 2 Additional Services	\$760,000
Interpretive Planning Additional Services	\$80,000
Phase 3 Design	\$152,000
Total Amendment Request	\$992,000

If this agreement is acceptable, our total contract amount will increase from \$4,310,025.00 to **\$5,302,025.00**. If approved, please prepare and process a contract amendment for execution. Please contact me at 952.912.2629 or wbauer@sehinc.com if you have any questions or need additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

William Bauer, PE (Lic. IA, MN, SD)
Project Manager

Toby Muse, PE (Lic. MN)
Client Service Manager

Blue Willow

Interpretive Planning & Design

April 17, 2026

William Bauer
Short Elliott Hendrickson, Inc. (SEH)
3535 Vadnais Center Drive
St. Paul, MN 55110-3507

Re: Veterans Memorial Greenway-Interpretive Node Development: Add Services

Dear William,

Thank you for the opportunity to continue working with you in developing additional Enhanced Nodes along the Veterans Memorial Greenway in Dakota County. I look forward to continuing our work together on this exciting project.

Project Understanding

SEH seeks to work with Blue Willow on Additional Services tasks to lead the interpretation development, including writing interpretive content and leading collaboration with the Veterans Advisory Group and focus groups, for four enhanced memorial nodes. The Veterans Advisory Group will be organized and managed by Dakota County.

Scope of Services

Enhanced Interpretive Memorial Design and Content Development for four Nodes: N1 Native American Veterans, N2 Gold Star Families, N3 Support Organization, and N4 Military Units and Flyers.

- Engagement: Coordination and facilitation to develop enhanced node messages and components
- Schematic Design: Research, develop content, and prepare the deliverable document.
- Design Development: Develop content and prepare the deliverable document.

Work Plan

Enhanced Interpretive Memorial Design for 4 Nodes

01 Meetings

- Participate in a Kickoff call to introduce the project team, review the scope of work and schedule, establish communication protocols, etc.
- Participate in regular client meetings (1-2 hours/month) and provide summary notes.
- Participate in regular team meetings (about 1 hour/month) to support a collaborative project development process.

02 Engagement

- Veterans Advisory Group (VAG) Meetings: Plan meeting topics (in collaboration with the project team), prepare agendas, facilitate, and provide meeting summary notes for up to 5 meetings. Each meeting is anticipated to be up to a 1.5 hour, virtual meeting.
- Focus Groups: Plan meeting topics (in collaboration with the project team), prepare agendas, facilitate, and provide summary notes for focus groups: Native American Veterans (Node 1), Gold Star Families (Node 2), and Veteran Support Organizations (Node 4). Four, one-hour virtual meetings.

03 Schematic Design

- Research: Conduct up to 8 hours of online and in-person research at local repositories.
- Content Development: Outline interpretive content.
 - SD: Prepare deliverable and submit for review.

04 Design Development

- Content Development: Draft and refine interpretive text for four enhanced nodes.
 - DD50: Prepare deliverable and submit for review.
 - DD100: Revise content based on feedback.

Schedule

I will coordinate with SEH to develop a schedule.

Sincerely,



Regine Kennedy, AICP, CIP

Blue Willow Consulting LLC



1500 Jackson St NE Suite 218, Minneapolis, MN 55413 | 612.440.5186 | chris@drumminhands.com

April 17, 2026

William Bauer
Short Elliott Hendrickson, Inc.
3535 Vadnais Center Drive
St. Paul, MN 55110-3507

Dear William:

Thank you for reaching out to for additional work on the Veterans Memorial Greenway Interpretive Memorial Design Development project in the State of Minnesota. This document serves as a proposed Modification 1 to our existing contract. This specifically focuses on the enhanced interpretation for Nodes 1, 2, 3, and 4. The basic interpretation is included in the previous scope. Notably, Node 8 and Rich Valley Park are not included in this modification, as those areas are still very loose in development.

PROJECT SUMMARY

Each node has slightly different scope.

Node 1: Native American Veterans

The basic interpretation already includes a kiosk and single small interpretive panel near the entrance to the new path snaking towards the center of Node 1.

Additionally, Drumminhands Design will provide:

- High level design thinking and iterations (i.e. SketchUp designs, focus groups, and design principles) as well as more artistic interpretation near the center of the node (i.e. art direction for the center sculpture).
- Graphic design for poetry, symbols representing the four cardinal directions, symbols representing the four elements).
- Coordination with SEH CAD persons as they finalize the designs.

Node 2: Gold Star Families

The basic interpretation already includes a kiosk and single small interpretive panel near Stars and Stripes Plaza.

Additionally, Drumminhands Design will provide graphic design and audio recording/editing for the following:

- One additional small interpretive panel near the auxiliary path entrance, further West than the Stars and Stripes Plaza.
- An audio post with a song near the small interpretive panel at the Stars and Stripes Plaza.
- Five alcoves each having a small interpretive panel and audio post with scripted audio.
- Art direction/consultation for labyrinth, sculpture, etc. at other locations within this node.

Node 3: Support Organizations

The basic interpretation already includes a kiosk and single small interpretive panel (focused on the circles in the landscape).

Additionally, Drumminhands Design will provide graphic design for the following:

- Design for up to 12 silhouettes of military flyers (i.e. planes, helicopters) similar in form to the person silhouettes at Node 5.
- One additional small interpretive panel focusing on the silhouettes.

Node 4: Military Units and Flyers

The basic interpretation already includes a kiosk and single small interpretive panel (focused on one of the two bumpout areas on the trail).

Additionally, Drumminhands Design will provide graphic design for the following:

- One additional small interpretive panel on the other bumpout area on the trail.
- A second additional small interpretive panel focusing on the yellow ribbon shape and/or gateway arch feature.
- High level design thinking (i.e. SketchUp) for ribbon shape and gateway arch. Coordination with SEH CAD persons as they finalize the designs.

WORK PLAN

Enhanced Interpretive Memorial Design

- **Startup Meeting:** n/a
- **Engagement:** n/a
- **Schematic Design 50:**
 - Visual asset research (photos or videos) at local repositories such as the Minnesota Historical Society or Dakota County Historical Society.
 - Conceptual graphic design (rough thumbnails and/or list of desired assets)
 - Conceptual Exhibit design while working with CAD proficient members from SHE
 - 3D design conceptualization (i.e. SketchUp)
- **Schematic Design 100:**
 - Updates based on client comments
 - Prepare 3D renderings of exhibit frames to be used as intent drawings for SEH's CAD drawings
- **Design Development 50:**
 - Draft design of each graphic panel, using low resolution images if needed.
 - Update 3D design intent drawings if needed.
 - Record audio scripts in up to two 4-hour sessions
 - Rough edit of audio files.

- **Design Development 90:**
 - Updates based on client comments
- **Design Development 100:**
 - Updates based on client comments
 - Acquire high resolution images for all panels.
- **Print-Ready Files:**
 - Prepare graphic panels for print
 - Final edit of audio files, ready for distribution
- **Production Design & Closeout:**
 - n/a

ASSUMPTIONS

- At Node 2, the audio post near the Stars and Stripes plaza will need use rights for an existing audio track, to be provided by SEH. Gold Star focus group members to write scripts for each alcove audio. Drumminhands Design to record the scripts and edit the audio. Of note, these posts do not include edited audio from interviews.
- The project will use existing wayfinding and branding style guides, but be able to slightly modify for veteran theme, i.e. the color scheme could lean more red, white, and blue. But overall minimal modification to style guides.
- All engagement meeting in-person are within the Twin Cities metro area and do not require extra travel (flights, lodging, per diem, etc.).
- Graphic style for panels as well as exhibit design hardware based on existing guides provided by Dakota County.



Veterans Memorial Greenway Contract Amendment #5 Request

Physical Development Committee

July 14, 2026

Tony Wotzka, Greenways Manager
Parks Department

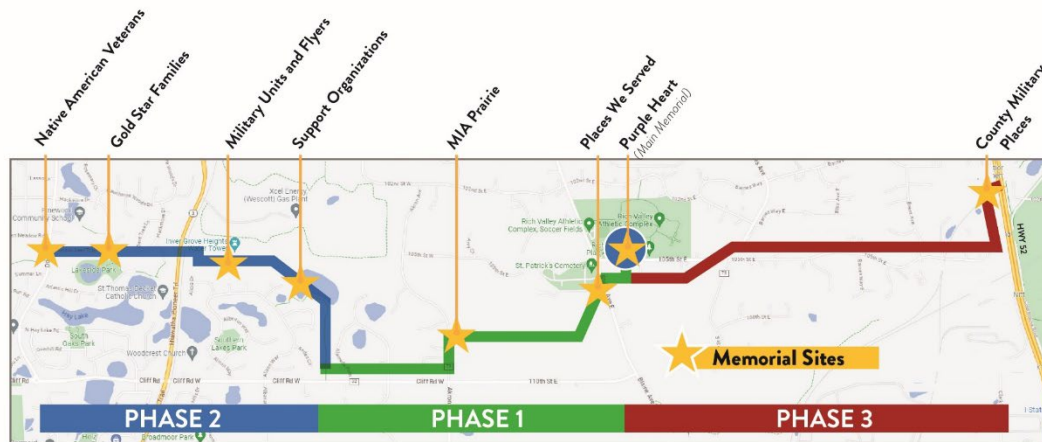
Presentation Outline

- Amendment Details
- Phase II & III Updates
- Project Budget & Cost Summaries
- **Action:** Authorization To Execute Contract Amendment Five With Short-Elliott-Hendrickson, Incorporated To Provide Additional Engineering Services For Greenway Trail And Memorial Nodes Design For Veterans Memorial Greenway In Cities Of Inver Grove Heights And Eagan, County Project P00147 (1000636)



Project Overview

Veterans Memorial Greenway



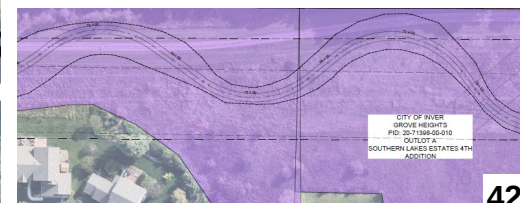
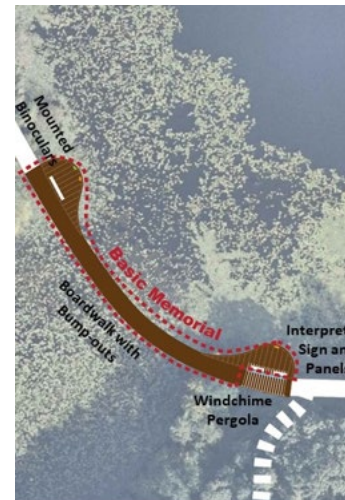
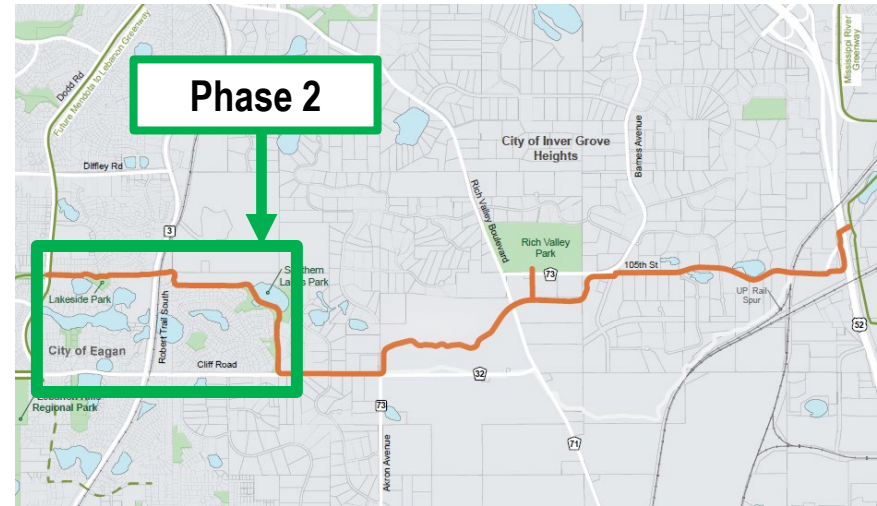
Contract Amendment Request



Task		Associated Fees/Expenses
Phases 2 Additional Services Completed		
- Additional right-of-way acquisition - Coordinated agreements with Canadian Pacific Kansas City Railroad - Two additional unplanned submittals to MnDOT because of extensive comments. Major design revisions included: - Widening the TH 3 precast concrete pedestrian bridge from 12 ft to 14 ft - Trail alignment and profile revisions at five locations - Redesign of Tofte Lane cul-de-sac and spur trail connection - Addition of landscaped screening for three parcels	- along Atlantic Hills Drive - Added seeding and landscaping outside trail grading limits - Added basic memorial nodes to bid documents - Incorporated City of Eagan Dodd Road stormwater basin revisions - Added an RRFB at the Dodd Road crossing - Additional permits application and coordination including Minnesota DNR Public Waters Permit and USFWS Eagle Disturbance Permit	
Subtotal		\$760,000
Interpretive Planning		
- Expanded interpretive planning and design for four memorial nodes: Native American Veterans, Gold Star Families, Support Organizations, and Military Units and Flyers. - These enhancements go beyond the original eight basic nodes and two previously planned enhanced nodes.		
Subtotal		\$80,000
Phase 3 Additional Design Services		
- Supplemental topographic survey along 105th Street and US 52 - Wetland re-delineation and report update - Soil borings for 105th St boardwalk and US 52 box culvert - Development of Level 2 geometric layout for MnDOT	- Submittal of Storm Sewer Utility License to Union Pacific Railroad - Final design of 105th Street reconstruction - Submittal of Metropolitan Council Regional Solicitation grant application	
Subtotal		\$152,000
Total Supplemental Agreement Amount		\$992,000

Phase 2 Update

- 100% Plans being reviewed by MnDOT State Aid
- Includes four Memorial Nodes
 1. Native American Veterans
 2. Gold Star Families
 3. Military Units and Flyers
 4. Support Organizations
- Includes a Highway 3 grade-separated bridge
- Trail improvements in Lakeside Park (Eagan) and Southern Lakes Park (IGH) and IGH city property with transmission lines.
- New regional trail easements with Xcel Energy, Eagan and IGH



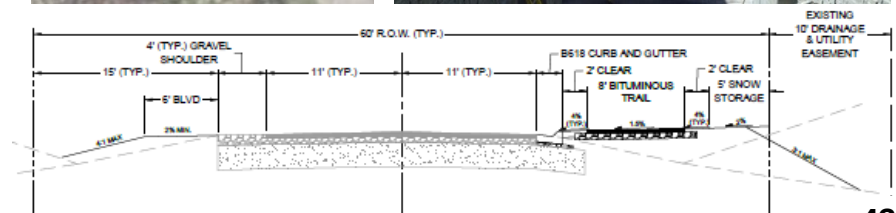
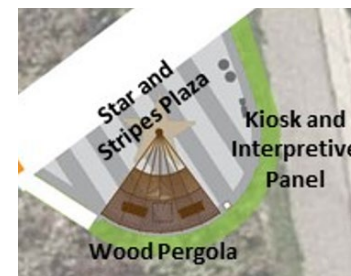
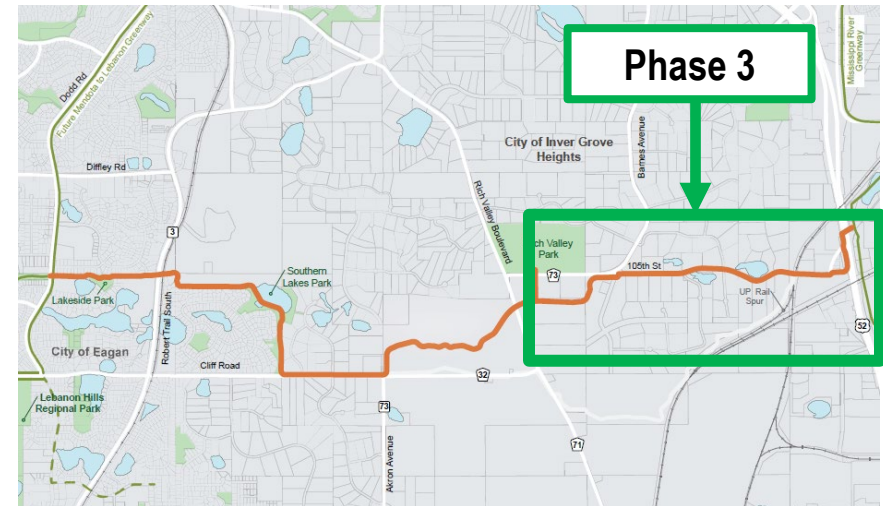
Phase 3 Update

- Preliminary Design nearly complete. Final Engineering, R/W and permitting will begin in early 2027. Includes two memorial nodes

7. Main Memorial

8. County Military Places

- Grade-separated tunnel or bridge at US Highway 52
- Trail alignment starting at Rich Valley Park and east along 105th Street
- 105th Street reconstruction



Project Budget Summary



Budget & Funding Source Summary	Budget Amounts	Trail Miles, # of Nodes
2020 Capital Approved Budget		
• ELF Funding [\$2,500,000] • ML2020 State Bonding [\$5,000,000]	\$2,500,000 \$5,000,000	5 Miles, 5-7 Nodes
2020 Budget	\$7,500,000	
2021 Capital Approved Budget		
• ELF Funding [\$2,500,000]	\$2,500,000	5 Miles, 5-7 Nodes
2021 Budget	\$10,000,000	
2022 Capital Approved Budget		
• ELF Funding [\$5,900,000] • Park Fund [\$1,500,000] • Federal Directed [\$4,950,000]	\$5,900,000 \$1,500,000 \$4,950,000	5 Miles, Multiple Nodes
2022 Budget	\$22,350,000	
2023 Capital Approved Budget		
• ML2023 State Bonding [\$5,000,000] • Federal Directed Highway 3 Bridge [\$1,000,000]	\$5,000,000 \$1,000,000	5 Miles, 8 Nodes
Total Project Approved Budget	\$28,350,000	
<i>External funds secured [\$5M ML20 State Bond , \$5M ML23 State Bond, \$4.995M Federal '23, \$1M Federal '24, \$20K State '25]</i>	<i>\$15,970,000</i>	
<i>External funds unsecured [\$495K LCCMR Grant for Native American Vets Memorial & \$5.5M Regional Solicitation for Phase III]</i>	<i>\$5,995,000</i>	
Total External Funds Secured And Unsecured	\$21,965,000	

Total Project Cost



Project Costs By Task	Project Costs
Engineering	
2020 Contract For Interpretive Memorial Plan and Prelim & Final Engineering 2023 Amendment #1 (Environmental Site Assessments, 105th Street design alternatives) 2024 Amendment #2 (interpretive node design, landscaping plan, construction admin) 2025 Amendment #3 (Phase I, Phase II, Phase III Additional Design, construction admin) 2025 Amendment #4 (Phase I Landscaping and memorial node construction inspection and admin)	\$1,299,151 \$204,590 \$600,564 \$975,000 \$60,229
Engineering Project Costs	\$3,139,539
Construction Inspection & Admin	
- Phase I - Phase II	\$390,491 \$775,000
Construction Inspection & Admin Project Costs	\$1,165,491
Trail Construction	
- Phase I – Trail & Tunnel - Phase II – Trail and Bridge Highway 3 <i>*Estimate</i> - Phase III – Trail and Bridge/Tunnel US 52 <i>*Estimate</i>	\$3,400,350 \$8,000,000 \$12,000,000
Trail Construction <i>*Estimate</i>	\$23,400,350
Memorial Nodes	
- Phase I – Nodes 5 & 6 and Landscaping - Phase II – Nodes 1-4 <i>*Estimate</i> - Phase III – Node 7 Main Memorial with Trailhead and Node 8 <i>*Estimate</i>	Basic + Enhanced \$472,000 Basic \$60,000 Enhanced \$1,400,000 Basic \$19,000 Enhanced \$2,000,000
Memorial Nodes <i>*Estimate</i>	Basic \$79,000 Enhanced \$3,872,0045
Total Project Costs <i>*Estimate</i>	\$28,185,275 \$22,057,275

Request CB to authorize a contract amendment number 5 with Short-Elliot-Hendrickson, Inc. to provide additional engineering services for greenway trail and memorial nodes design for Veterans Memorial Greenway in cities of Inver Grove Heights and Eagan, County project P00147 (1000636)

- **Phases 2 Additional Services Completed**
 - \$760,000 Associated Fees/Expenses
- **Interpretive Planning Additional Services**
 - \$85,000 Associated Fees/Expenses
- **Phase 3 Design Additional Services**
 - \$152,000 Associated Fees/Expenses
- **Total Amendment Request \$992,000**



Thank You!

Tony Wotzka, PLA
Greenways Manager

Dakota
COUNTY
forever wild

P 952-891-7966
E Tony.Wotzka@Co.Dakota.MN.US
A 14955 Galaxie Ave, Apple Valley, MN 55124
= He/Him

PARKS



Physical Development Committee of the Whole

Request for Board Action

Item Number: DC-5130

Agenda #: 5.3

Meeting Date: 7/14/2026

DEPARTMENT: Physical Development Administration

FILE TYPE: Regular Information

TITLE

Update On Excess Property Disposition Process

RESOLUTION

Information only; no action requested.

BACKGROUND

The County owns many properties, and some may no longer be vital for the County's operational goals. As staff looks at potential options for these properties, it is important to provide the Board with a framework for how dispositions and upcoming Board requests will be handled in the future.

Dakota County has previously acquired property, often in association with transportation or other capital projects even though only portions of the property were needed to complete the project for providing design/construction options or for financial considerations. These unused portions or "excess" properties may or may not serve a current or future public purpose.

Staff propose to inventory potential excess properties and bring them through an internal vetting process to determine which parcels could be sold and put back on the tax roll. Internal vetting will include research to determine why the property was acquired by the County and what funding source was used, as well as communication with department heads and the Plat Commission to confirm there is no current or future need for the County to continue to own the property.

Beyond internal coordination, staff will also reach out to external partners like the Community Development Agency (CDA), the Soil and Water Conservation District (SWCD), and the local jurisdiction where the property is located to confirm there is not another public need for the property beyond the County's purview.

Once vetting is completed and it is confirmed that the property is no longer serving a public purpose, staff will determine the minimum bid for the land auction. The minimum bid can be determined a variety of ways depending on the potential value of the property. For minor remnants that serve little economic need, the Real Estate Office can provide a comparative market analysis to set a minimum bid. For larger parcels with more value, it may be in the County's best interest to pursue a formal appraisal to understand the potential value an auction would bring. For valuable properties with potential to exceed \$500,000, working with commercial land brokers could produce better advertising and generate more interest from perspective buyers. Staff will bring forward recommended actions to the County Board on a parcel by parcel basis.

Once a proposed minimum bid is determined, staff will come to the County Board seeking authorization to sell the property via auction with the minimum bid requirement. The County Board may recess to a Closed Session to review confidential or protected nonpublic appraisal data or determine the asking price for the property. If the Board provides authorization, staff will work with external agencies on purchase agreements or if it's going to bid, a public notice will be published in the local paper advertising the time and place of the land auction.

The location of the deposit of proceeds from any given sale depend on what funding source was used when the County first acquired the property. If Transportation funds were used, the proceeds would go back to Transportation's general fund. If state bonding funds were used, the proceeds would go back to the Minnesota Management and Budget. The funding source will be identified and explained with any request to the Board so there is an understanding of where any proceeds will end up if a sale were to occur.

This approach to excess land disposition will allow the County to sell off excess property to help refill funding gaps and put properties back on the tax roll. Only owning property that is needed to complete the County's goals will create a more efficient and manageable portfolio.

RECOMMENDATION

Information only; no action requested.

FINANCIAL AND STAFFING IMPACTS

None. When future requests for authorization to sell excess property come through, the original funding source will be identified, and Finance will confirm where the proceeds will be deposited.

PREVIOUS BOARD ACTION

21-388; 07/20/21

ATTACHMENTS

Attachment: Excess Property Evaluation and Disposition Process

Attachment: Map of County Owned Parcels

Attachment: Presentation Slides

CONTACT

Department Director: Erin Stwora

Author: Eddie Buell



EXCESS PROPERTY EVALUATION AND DISPOSITION PROCESS

Dakota County has previously acquired property, often in association with transportation or other capital projects even though only portions of the property were needed to complete the project for providing design/construction options or for financial considerations. These unused portions or “excess” properties may or may not serve a current or future public purpose.

This document describes the proposed process for evaluating and potentially disposing of excess County properties. A final draft will likely be present for future County Board review and approval.

Inventory Potential Excess County Property

- A. Develop an “Excess Property” definition.
- B. Create standard “Excess Property” form.
- C. Work with various County department staff to identify potential “Excess Properties.”
- D. Develop a file system and database format for potential “Excess Properties” which would include the following information:
 - (PIN, address, legal description, aerial photo, site photos, original purpose for acquisition, and funding source)
 - 1. Conduct a site visit site and take photos, if applicable.

Property Background

- A. Title Specialist completes title search for property.
- B. Review half-section maps and OnBase to determine if property was acquired for a Transportation project.
 - 1. If “yes,” obtain the parcel file(s) and search for any document conveying property interests to the County.
 - 2. If “no,” search for conveyance documents using RecordEASE.
- C. Determine County’s original need for acquiring the property and what method was used i.e. direct sale, condemnation, open market, etc.
- D. Identify the funding source used for the original acquisition as this may determine how proceeds from a potential sale might need to be disbursed. Also include identification of any associated restrictions and conditions that need to be disclosed, removed or satisfied as part of the sale e.g. permission from federal, state, Metropolitan Council, etc.



Internal Staff Review

- A. Add the property to upcoming Plat Commission Meeting agenda for review to determine if there are any concerns, comments, etc. regarding the potential disposal of the property.
- B. Contact Facilities, Construction, Operations, Planning, Permits, Environmental Resources, and Parks to determine if the property is needed for any reason.
 - 1. Consider retaining easements, if needed, prior to disposition.
- C. Based on comments, create a proposed draft configuration of property determined to be considered "excess."
 - 1. If a parcel will require subdivision to legally establish the excess property for disposition, contact the respective city or township to determine subdivision approval process and schedule.

External Staff Review

- A. Contact the Community Development Agency and city or township where the property is located to determine if the property is needed for any reason or if there are concerns about possible sale.

Survey and Legal Description

- A. Survey Office completes a boundary survey and prepares a survey with legal descriptions.
- B. Gopher State is contacted to identify any/all utilities.

Valuation

- A. Review the Assessed Value for the entire parcel.
- B. Contact the County Assessor's Office provide a value range for the entire parcel or for the portion of the property determined to be "excess."
 - 1. Per state statute, property cannot be sold for less than ninety (90) percent of its assessed value.
- C. For higher value properties, an independent appraiser will be contracted to determine fair market value.
- D. REO Manager will determine proposed value for minimum bid for County Board consideration based on an independent appraisal, estimated market value (EMV), comparative market analysis (CMA), outside brokerage firm, or some other valuation methodology.

County Board Approval (required to dispose of any County property)

- A. If parcel was acquired for a Transportation project and was included in a Joint Powers Agreement (JPA) with a city, review to determine if there is any language referencing disposal of remnant property, if any. If there is a JPA with acceptable language, review with CAO to determine if this could be used in lieu of new County Board approval.



- B. If the parcel was not acquired for a Transportation project or if the JPA does not address the remnant property, search OnBase for any previous Board Resolution pertaining to the project or acquisition.
- C. If no previous County Board resolution exists, a Request for Board Action (RBA) would be developed for County Board consideration.
 - 1. Once a proposed minimum bid is determined, staff will come to the County Board at PDC seeking authorization to sell the property to an external agency or via auction with the minimum bid requirement.
 - 2. The County Board may recess to a Closed Session to review confidential or protected nonpublic appraisal data or determine the asking price for the property.
 - 3. If the Board provides support at PDC, the item will be placed on the consent agenda of the next County Board Meeting.
 - 4. Once Board Resolution passes, staff will work with external agencies on purchase agreements or if it's going to bid, a public notice will be published in the local paper advertising the time and place of the land auction.

Right of First Refusal

- A. If the property was purchased after 2006, and acquired via eminent domain, the previous owner may have the right of first refusal under state Statute chapter 117. Consult with the CAO to make this determination. Note: The right of first refusal is often waived as a condition of the purchase agreement.
- B. If right of first refusal exists:
 - 1. If the former owner can be located, the offer must be at the original price determined by either the condemnation process or the current fair market value of the property, whichever is less.
 - 2. If the former owner cannot be located after a due diligent search or declines to repurchase the property, the attorney for the condemning authority shall prepare a certificate attesting to the same and record the certificate in the office of the County Recorder or Registrar of Titles, as appropriate, to evidence the termination of the right of first refusal.

Buyer Considerations

- A. If the buyer is an adjoining property owner, the excess property can be sold directly to that owner without bidding provided that the County has:
 - 1. Determined that the proposed sale parcel is an uneconomic remnant, and
 - 2. Determined to forego public bidding of an uneconomic remnant and limit the sale to adjoining owner(s).
- B. If the buyer is not an adjoining property owner, the excess property must be sold via auction process.



Bidding Process

- A. Draft the bid specifications and publish a public notice in the official newspaper.
- B. The property cannot be sold without first advertising for bids or proposals in the official newspaper of the County for three consecutive weeks and once in a newspaper of general circulation in the area where the property is located.
- C. All adjoining property owners must be notified of the proposed sale.
- D. Auction will be held in person at the designated County office location listed in the public notice.

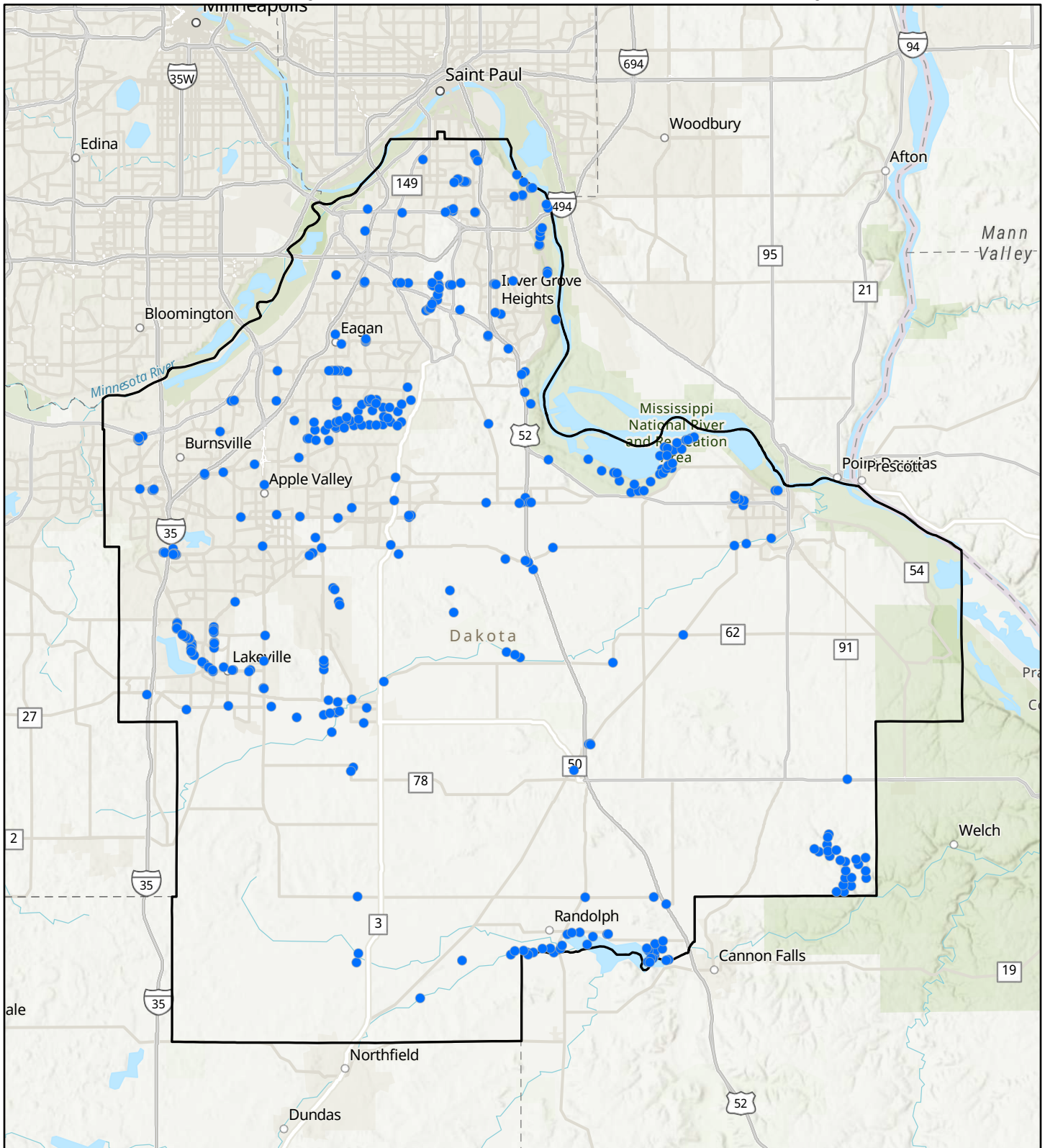
Closing

- A. All excess County properties are sold via a quit claim deed. This deed must be prepared by the CAO and signed by the County Board Chair and Clerk.
- B. Prepare all documents as outlined in the bid proposal form (typically a Foreign Investment in Real Property Tax Act (FIRPTA), including a well disclosure certificate, if applicable).
- C. Buyer must submit an e-Certificate of Real Estate Value (eCRV) before the deed can be recorded. Only eCRV's are allowed and are submitted online to the Minnesota Department of Revenue.

Deposit of Funds

- A. Will work with Finance to determine where sale proceeds should be deposited.

County owned parcels in Dakota County



• County owned parcels

0 12,500 25,000 50,000 Feet



Copyright 2026, Dakota County Office of GIS
 This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices and other sources, affecting the area shown, and is to be used for reference purposes only. Dakota County is not responsible for any inaccuracies herein contained. If discrepancies are found, please contact this office.



Update On Excess Property Disposition Process

Physical Development Committee

July 17, 2026

Eddie Buell, Real Estate Manager

Physical Development Administration

Definition of Excess Property

County-owned property no longer needed for a public purpose

Left image: 2008 aerial of Concord St S before CP 56-07

Right image: 2025 aerial of Concord St S after CP 56-07



Excess Property Inventory



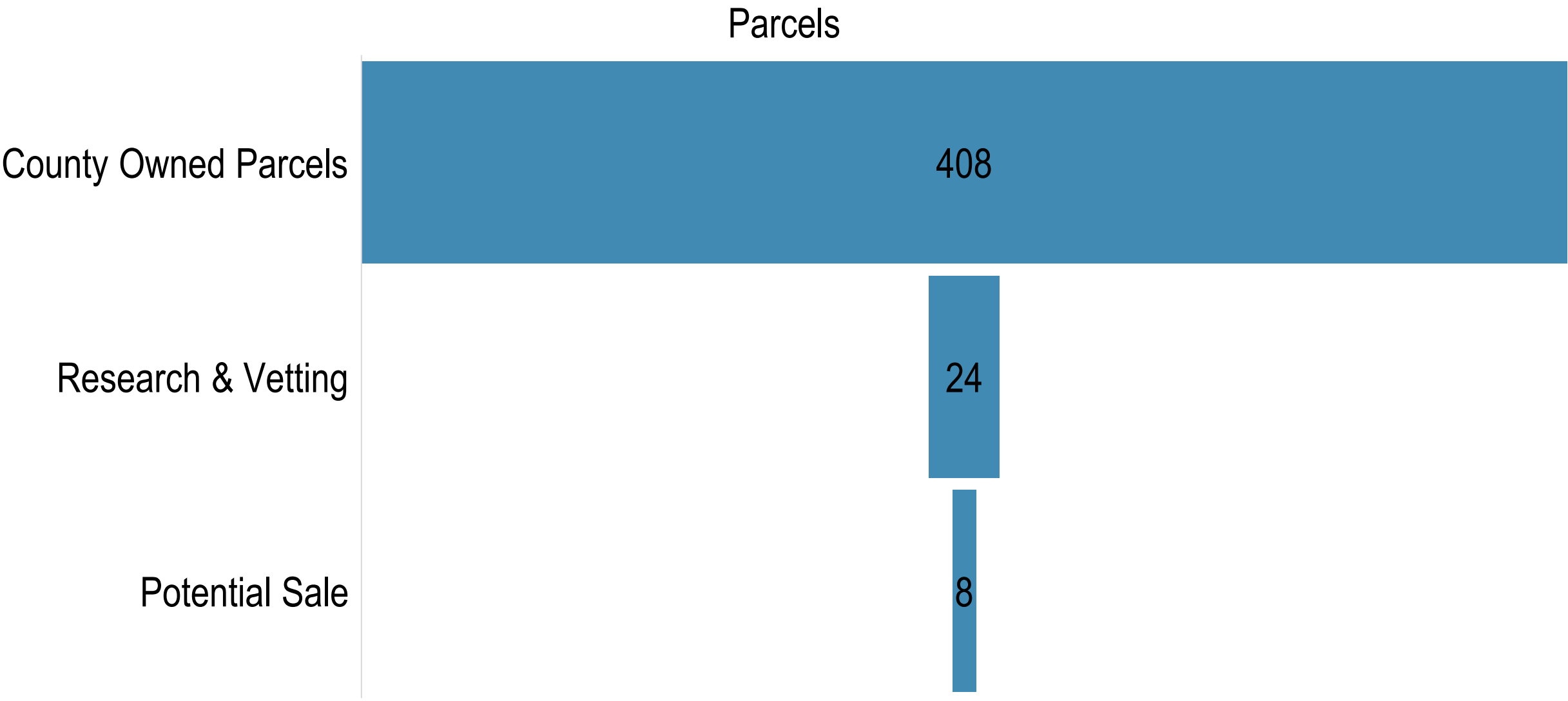
Inventory Process – All Parcels

- Identify all County-owned parcels in GIS
- Categorize parcels by department (needed for Transportation, Parks, Facilities, etc.)
- Assign current use to all parcels to confirm its need for County ownership
- Identify “loner” parcels that don’t seem to belong to a department

Research Process – Loner Parcels

- Date acquired by County
- Reason acquired by County (specific project, Board Resolution, etc.)
- Determine how parcel was acquired (open market, condemnation, plat dedication, etc.)
- Identify any funds used for acquisition

County-Owned Parcels



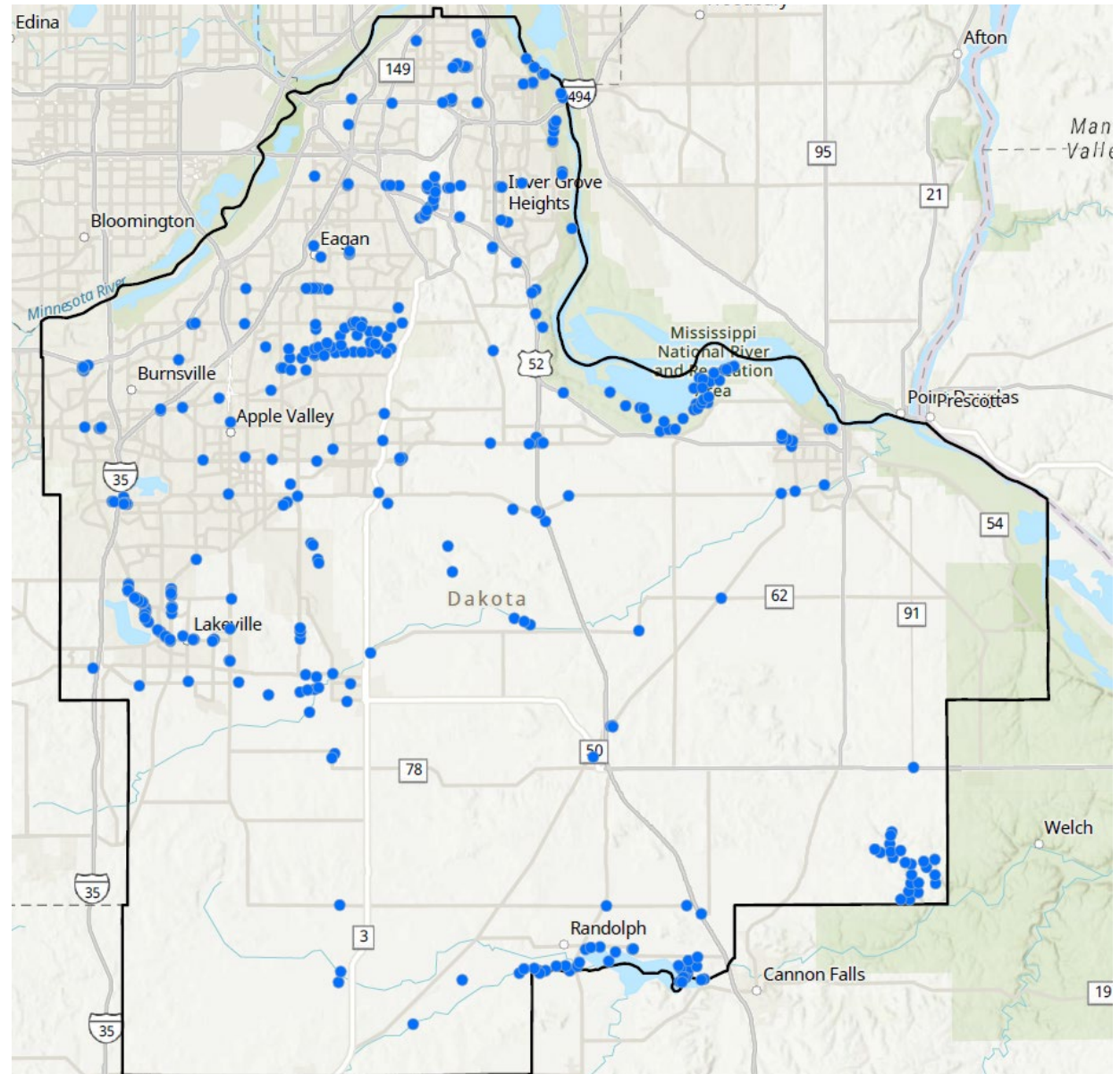
County-Owned Parcels

- County owned parcels

Highest concentration of parcels are
County Parks and Conservation
Focus Areas

The isolated parcels will be the more
likely candidates for disposition

0 12,500 25,000 50,000
Feet



Vetting Process



Internal Vetting:

Step 1: bring property to Plat Commission meeting for internal discussion on potential utility of property

Step 2: reach out to department heads to confirm there is no potential need for the property

External Vetting:

Step 3: share details with external partners such as Community Development Agency (CDA), Soil & Water Conservation District (SWCD), local municipality or other public agencies

County Board Approval:

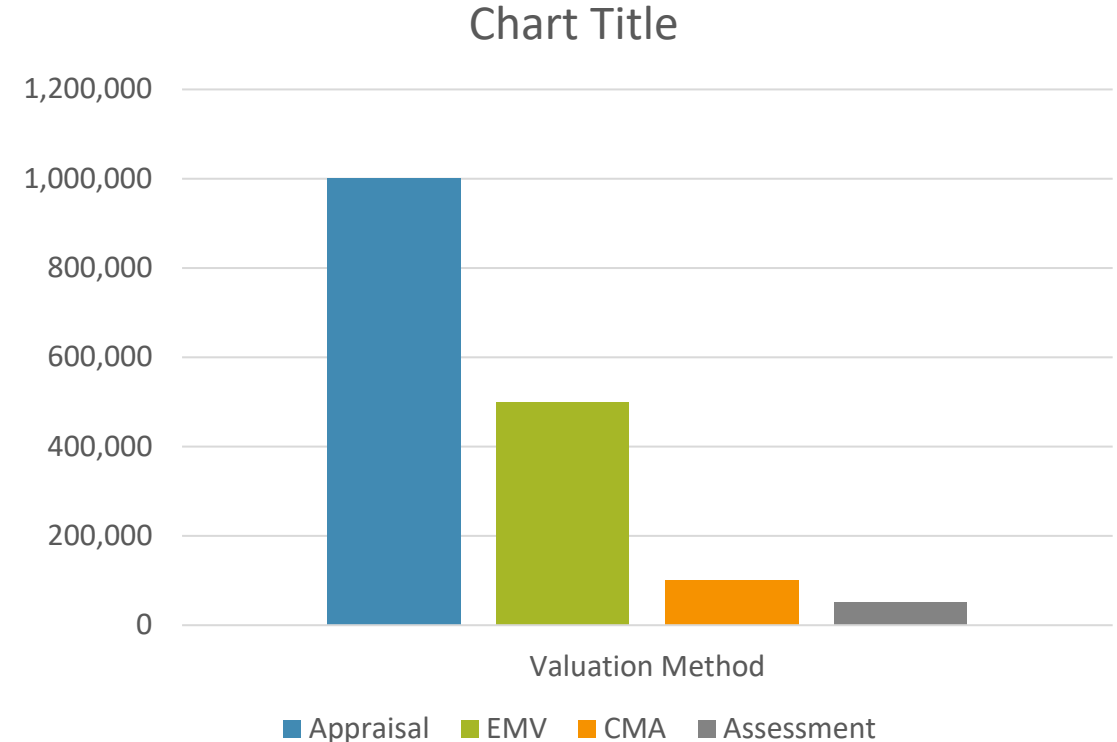
Step 4: present proposed disposition to County Board at Physical Development Committee (PDC)

Valuation Process

It is important to have an idea on the valuation of any potential disposition. This will help set the minimum bid price and ensure selling the property is in the best interest of the County.

Valuation Methods:

- Independent appraisal for valuations over \$500,000
- Estimated market value (EMV) for valuations between \$100,000-\$500,000
- Comparative market analysis (CMA) for valuations between \$50,000-\$100,000
- Assessed value for valuations under \$50,000



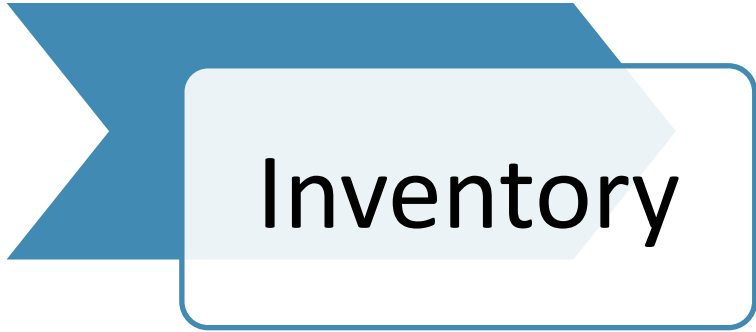
County Board Approval Process



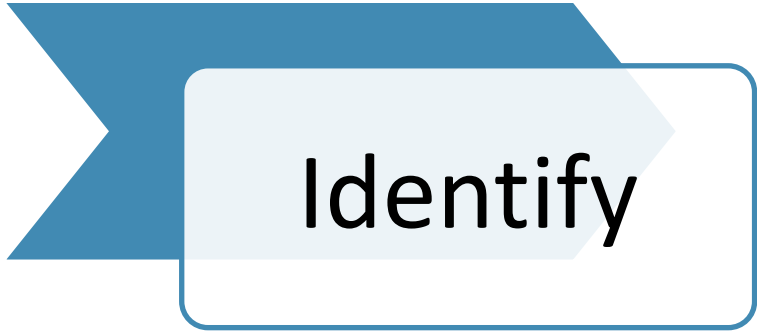
Any disposition, regardless of size or cost, requires County Board authorization.

- Once a proposed minimum bid is determined, staff will come to the County Board at PDC seeking authorization to sell the property via auction with the minimum bid requirement.
- The County Board may recess to a Closed Session to review confidential or protected nonpublic appraisal data or determine the asking price for the property.
- If the Board provides support at PDC, the item will be placed on the consent agenda of the next County Board Meeting.
- Once Board Resolution passes, staff will work with external agencies on purchase agreements or if it's going to bid, a public notice will be published in the local paper advertising the time and place of the land auction.

Excess Property Process

A blue chevron pointing right, followed by a white rounded rectangle with a blue border containing the word "Inventory".

Inventory

A blue chevron pointing right, followed by a white rounded rectangle with a blue border containing the word "Identify".

Identify

A blue chevron pointing right, followed by a white rounded rectangle with a blue border containing the word "Research".

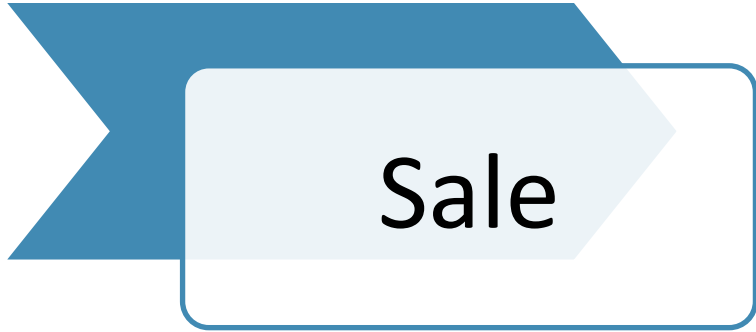
Research

A blue chevron pointing right, followed by a white rounded rectangle with a blue border containing the word "Vetting".

Vetting

A blue chevron pointing right, followed by a white rounded rectangle with a blue border containing the word "Valuation".

Valuation

A blue chevron pointing right, followed by a white rounded rectangle with a blue border containing the word "Sale".

Sale

Direction On Excess Property Disposition



QUESTIONS?



Physical Development Committee of the Whole

Request for Board Action

Item Number: DC-5690

Agenda #: 8.1

Meeting Date: 7/14/2026

Adjournment