



# Dakota County

## Board of Commissioners

### Agenda

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Tuesday, October 29, 2024

9:00 AM

Boardroom, Administration Center,  
Hastings, MN

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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](mailto:CountyAdmin@co.dakota.mn.us)  
Emails must be received by 7:30am on the day of the meeting.  
Instructions on how to participate will be sent to anyone interested.

1. **Call To Order And Roll Call**
2. **Pledge Of Allegiance**
3. **Audience**

Anyone wishing to address the County Board on an item not on the agenda, or an item on the consent agenda may notify the Clerk to the Board and instructions will be given to participate during the meeting. Comments can be sent to [CountyAdmin@co.dakota.mn.us](mailto:CountyAdmin@co.dakota.mn.us)  
Verbal Comments are limited to five minutes.

4. **Agenda**
  - 4.1 Approval of Agenda (Additions/Corrections/Deletions)
5. **Public Hearing**
  - 5.1 *Finance* - Public Hearing To Receive Comments And Adoption Of Dakota County 2025 Recommended Fee Schedules

#### CONSENT AGENDA

6. **County Administration - Approval of Minutes**
  - 6.1 Approval of Minutes of Meeting Held on October 8, 2024
7. **Items Recommended By Board Committee\***
  - 7.1 *Property Taxation and Records* - Delegation Of Tax-Forfeit Land Administration Duties To Director Of Property Taxation And Records, Acting As Dakota County Treasurer-Auditor

- 7.2** *Property Taxation and Records* - Adoption Of Revisions To Policy No. 8003, Conveyance Of Tax Forfeited Property To Local Government Unit
- 7.3** *Employee Relations* - Authorization To Renew Contract with The Sand Creek Group, Ltd. For Employee Assistance Program Services For 2025-2027
- 7.4** *Employee Relations* - Authorization To Execute One-Year Contract for Wellness Services With OPTUM
- 7.5** *Public Health* - Authorization To Execute Agreement With University Of Minnesota For Local Extension Programming And Employing Extension Staff
- 7.6** *Social Services-Children and Family Services* - Authorization To Accept Minnesota Department Of Human Services Children's Mental Health Screening Grant Funds And Execute Grant Agreement
- 7.7** *Social Services-Children and Family Services* - Authorization To Execute Contracts For Children And Family In-Home And Community-Based Services
- 7.8** *Social Services-Housing & Community Resources* - Update On Affordable Housing Aid Spending Options, And Authorization To Allocate Local Affordable Housing Aid to Emergency Rental Assistance And Amend 2024 Social Services Budget
- 7.9** *Environmental Resources* - Approval Of Solid Waste Transfer Facility License For Dakota Area Transfer, Inc., Empire
- 7.10** *Environmental Resources* - Authorization To Submit 2024--2044 Dakota County Solid Waste Management Plan To Minnesota Pollution Control Agency Commissioner For Review And Approval
- 7.11** *Parks, Facilities, and Fleet Management* - Authorization To Execute First Contract Amendment With Ebert Inc. For Law Enforcement Center Locker Room Expansion Project And Amend 2024 Facilities Capital Improvement Program Budget
- 7.12** *Parks, Facilities, and Fleet Management* - Authorization To Execute Agreements With Union Pacific Railroad Company Related To Construction Of Minnesota River Greenway In Cities Of Burnsville And Eagan, County Project P00127
- 7.13** *Parks, Facilities, and Fleet Management* - Authorization To Execute Contract With Friends Of The Mississippi River For Natural Resources Project Management

- 7.14 *Transportation* - Authorization To Amend Contract With Alliant Engineering Inc., To Provide Additional Preliminary Engineering Services And To Execute A Joint Powers Agreement With City Of Eagan For County State Aid Highway 43 In Eagan, County Project 43-55
- 7.15 *Transportation* - Authorization To Execute Contract With Kimley-Horn And Associates, Inc. And Execute Joint Powers Agreement With City Of Inver Grove Heights For County State Aid Highway 63 And Interstate 494 Interchange Footprint Study In Inver Grove Heights, County Project 63-29
- 7.16 *Transportation* - Authorization To Execute Amendment To Contract With HDR Engineering, Inc., For County Road 86 Railroad Bridge Replacement In Castle Rock Township, County Project 86-34
- 7.17 *Transportation* - Authorization To Execute Contract With WSB LLC For Design Services At County State Aid Highway 31/Pilot Knob Road And Upper 147th Street In City Of Apple Valley And Amendment Of 2024 Transportation Capital Improvement Program Budget, County Project 31-118

## 8. **County Board/County Administration**

- 8.1 *County Board* - Scheduling Of Dakota County Board Of Commissioners Governance And Strategic Planning Workshop
- 8.2 *Employee Relations* - Authorization To Execute 2025-2026 Labor Agreement With Teamsters Local 320 Jail Unit
- 8.3 *Employee Relations* - Authorization To Execute 2025-2026 Labor Agreement With Minnesota Public Employees Association

## 9. **Enterprise Finance and Information Services**

- 9.1 *Finance* - Report On Invoices Paid In September 2024
- 9.2 *Finance* - Authorization To Execute An Agreement With Dorsey And Whitney, LLP For Bonding Counsel Services
- 9.3 *Information Technology* - Authorization To Amend Contract With EarthSoft Inc. For Annual Subscription And Maintenance Agreement For Environmental Quality Information System Software
- 9.4 *Office Of Risk Management* - Authorization To Renew Cyber Security Insurance With American International Group, Inc (AIG) Specialty Insurance Company

**10. Physical Development**

- 10.1 *Environmental Resources* - Certification Of Property Assessed Clean Energy (PACE) Charges For Energy Improvements On Properties In Cities Of Rosemount And Eagan
- 10.2 *Transportation* - Scheduling Of Public Hearing To Receive Comments On Eligible Projects For County Transportation Sales And Use Tax Funds
- 10.3 *Transportation* - Authorization To Accept Local Road Improvement Program Grant Funding Assistance And Demonstration Of Full Funding For 117th Street Reconstruction Of County State Aid Highway 32, County Project 32-65
- 10.4 *Transportation* - Request To Commissioner Of Transportation To Transfer Excess Municipal State Aid Construction Funds To Regular State Aid Construction Account
- 10.5 *Parks, Facilities, and Fleet Management* - Authorization To Purchase Fuel From State Of Minnesota Fuel Consortium Program
- 10.6 *Parks, Facilities, and Fleet Management* - Authorization To Submit Funding Request To State Park Road Account Program For Paving Spring Lake Regional Park Reserve West Entrance And Pine Bend Trail Between Fahey Avenue And Fischer Avenue And To Accept Funds If Awarded
- 10.7 *Parks, Facilities, and Fleet Management* - Authorization To Execute Lease Agreement Amendment With University Of Minnesota Regional Extension For Office Space Located At Extension And Conservation Center
- 10.8 *Parks, Facilities, and Fleet Management* - Authorization To Execute Contract With Fitzgerald Excavating & Trucking Incorporated For Construction Of Interstate Valley Creek Stabilization, Authorization To Amend Budget, And Contract Amendment With Short-Elliot-Hendrickson, Inc., County Project P30002

**11. Public Services and Revenue**

- 11.1 *Public Services and Revenue Administration* - Approval Of Application For Assemblage Of Large Number Of People License For Dakota City Heritage Village



**REGULAR AGENDA**

**12. Physical Development**

- 12.1** *Physical Development Administration* - Reaffirmation Of Base Levy And Approval Of 2025 Incremental Levy For Dakota County Community Development Agency

**13. Interagency Reports/Commissioner Updates**

Association of Minnesota Counties (AMC)  
Metropolitan Emergency Services Board  
Minnesota Inter-County Association (MICA)  
Metropolitan Mosquito Control District Commission  
National Association of Counties (NACo)  
Transportation Advisory Board (TAB)  
Vermillion River Watershed Joint Powers Board  
Workforce Development Board  
Others

**14. County Manager's Report**

**15. Information**

- 15.1** Information  
See Attachment for future Board meetings and other activities.

**16. Adjournment**

- 16.1** Adjournment

\* Designates items discussed in Board Committee(s)

**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](mailto:CountyAdmin@co.dakota.mn.us)**



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3890

**Agenda #:** 4.1

**Meeting Date:** 10/29/2024

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Approval of Agenda (Additions/Corrections/Deletions)



# Board of Commissioners

## Request for Board Action

Item Number: DC-3871

Agenda #: 5.1

Meeting Date: 10/29/2024

**DEPARTMENT:** Finance

**FILE TYPE:** Consent Action

### TITLE

Public Hearing To Receive Comments And Adoption Of Dakota County 2025 Recommended Fee Schedules

### PURPOSE/ACTION REQUESTED

Conduct a public hearing and adopt recommended 2025 Dakota County fee schedules.

### SUMMARY

The County Manager recommends that the County Board adopt fee schedules for fiscal year 2025. Minn. Stat. § 373.41 provides that the County Board may, after a public hearing, establish fees to be charged for services that are not governed by other statutes. Fee revenues provide an important revenue source for the County and help to support the cost of operations and offset the annual levy. The recommended fees are for services that are not governed by a more specific law and are proposed to take effect January 1, 2025, except for selected Parks fees which will take effect late 2024.

Finance worked with Divisions/Departments to set fees to cover estimated costs of providing services, including overhead, with an inflationary rate increase of three percent. The projected inflationary increase is consistent with the overall budget planning framework that reflects higher labor costs for 2025. Some exceptions to this approach include:

- Fees established by law or rule; and
- Fees for services when it is difficult to determine the actual cost of service such as rental of campgrounds, facilities, and equipment. The recommendation for these types of fees or services should be based upon marketplace rates.

Many of the Community Services fees are set at the cost of services; however, the amount charged to clients is usually less due to the provision of a sliding fee schedule that is included in the Community Services policy.

The following are highlights of the 2025 fees:

- Eleven new fees.
- Sixty-three fees with increases of more than 5%.
- Three fees with decreases of more than 5%.
- Six existing fees are being eliminated.

The recommended fee schedules were presented to the General Government and Policy Committee of the Whole meeting on October 08, 2024 (Attachment: 2025 Proposed Fee Schedules Combined).

**RECOMMENDATION**

Staff recommends that that County Board conduct a public hearing and adopt the 2025 Dakota County recommended fee schedules.

**EXPLANATION OF FISCAL/FTE IMPACTS**

The projected fee revenue will be included in the 2025 County Manager’s recommended budget.

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

**RESOLUTION**

WHEREAS, Minn. Stat. § 373.41 authorizes the Dakota County Board to establish fees for various services provided to the public after holding a public hearing; and

WHEREAS, Dakota County desires to recover costs for services, except where an increase would adversely affect the use of a program or service; and

WHEREAS, notice of a public hearing on the recommended 2025 fee schedules was published from October 08, 2024 to October 29, 2024, on the Dakota County external website under Public Notices; and

WHEREAS, a public hearing was held on October 29, 2024, to receive comments on the 2025 Fee Schedules.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the Dakota County 2025 fee schedules, as presented.

**PREVIOUS BOARD ACTION**

None.

**ATTACHMENTS**

Attachment: 2025 Proposed Fee Schedules

**BOARD GOALS**

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

**CONTACT**

Department Head: Paul Sikorski  
Author: Kirupa Suntharalingam

Dakota County Recommended 2025 Fee Schedule:  
Community Services Division

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
<b>Social Services</b>						
Family Child Care Licensing						<p>Family Child Care Licensing:</p> <p>With the launch of the new Systems Transformation initiative, DHS has established the Provider Hub and Agency Hub – innovative systems built on the Salesforce software platform – designed to streamline interactions between providers and agency workers at both the state and county levels.</p> <p>Launch is happening Spring 2025. All fees are managed by DHS thru the Hubs. No fees will be collected by us as a lead agency.</p> <p>Corporate Foster Care Licensing:</p>
New Inspection (for one-year license)	\$50.00	\$50.00	\$50.00	\$0.00	-100.00%	
Inspection Renewal (for two-year license)	\$100.00	\$100.00	\$100.00	\$0.00	-100.00%	
Corporate Foster Care Licensing						
New Inspection (for one-year license)	\$500.00	\$500.00	\$500.00	\$500.00	0.00%	
Inspection Renewal (for two-year license)	\$500.00	\$500.00	\$500.00	\$500.00	0.00%	
<b>Employment &amp; Economic Assistance</b>						
Non-licensed Child Care Background Checks	\$100.00	\$100.00	\$100.00	\$100.00	0.00%	No increase recommended for 2025
<b>Community Corrections</b>						
Adult Probation Fee - Misdemeanor Offenders	\$282.00	\$282.00	\$282.00	\$282.00	0.00%	No increase is allowed per MN statute for 2025. Probation fees will be eliminated by 2027 as a requirement of receiving CSS
Adult Probation Fee - Gross Misdemeanor & Felony Offenders	\$369.00	\$369.00	\$369.00	\$369.00	0.00%	No increase is allowed per MN statute for 2025. Probation fees will be eliminated by 2027 as a requirement of receiving CSS
Juvenile Services Center Per Diem	\$325.00	\$325.00	\$365.01	\$400.01	9.59%	The per diem was increased in 2024 based on 2023 operating costs and 2024 projections. Another increase is required to cover operating costs in 2025. Dakota County's per diem is aligned with facilities providing comparable services.
Juvenile Services Center - Out-of-County Mental Health Per Diem	\$15.00	\$15.00	\$15.00	\$15.00	0.00%	This fee was established in 2020 and increased in 2022 and is assessed in addition to the per diem. No increase is recommended
<b>Public Health</b>						

**Dakota County Recommended 2025 Fee Schedule:**

**Community Services Division**

Immunization Fees (plus vaccine cost per immunization)	\$21.22	\$21.22	\$21.22	\$21.22	0.00%	This fee is capped by federal law.
Refugee Health Assessment	\$50.00	\$50.00	\$50.00	\$50.00	0.00%	The cost of this service is partially covered by fees and the rest is covered by medical plan reimbursement.
<b><i>Extension</i></b>						
4H Youth-Teaching-Youth	\$75.00	\$75.00	\$75.00	\$75.00	0.00%	

Dakota County Recommended 2025 Fee Schedule:

Copy Fees

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
<u>Copies of Public Data</u>						
1-100 pages black/white & letter/legal	\$0.25/page	\$0.25/page	\$0.25/page	\$0.25/page	0.00%	Limited by Minn. Government Data Practices Act
all other public data	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit the data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit the data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit the data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit the data and the copies	0.00%	
<u>Copies of Private and Nonpublic Data</u>						
Copies requested by a person or an entity who is not the data subject	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit the data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit the data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit the data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit the data and the copies	0.00%	
Copies requested by the data subject	actual and reasonable cost to make, certify, and compile the copies	actual and reasonable cost to make, certify, and compile the copies	actual and reasonable cost to make, certify, and compile the copies	actual and reasonable cost to make, certify, and compile the copies	0.00%	
<u>No Copy Fee Charged</u>						
<ul style="list-style-type: none"> <li>• When prohibited by state or federal law</li> <li>• 5 or fewer copies of black/white</li> <li>• Requestor is a government entity</li> <li>• Requestor is a recipient of need-based public assistance and requests his/her private data related to the public assistance</li> </ul>						

**Dakota County Recommended 2025 Fee Schedule:  
Enterprise Finance and Information Services Division**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
<b>Finance</b>						
NSF Check Charge	\$30.00	\$30.00	\$30.00	\$30.00	0.00%	The fee amount is capped by MN State Statute 604.113
<b>IT</b>						
Electronic Property Image Download Fee PER IMAGE	\$0.10	\$0.10	\$0.10	\$0.10	0.00%	
Services Fee - per hour	\$76.00	\$78.25	\$80.50	\$82.75	2.80%	
<b>REAL ESTATE/ PERSONAL PROPERTY</b>						
Name and Address Information	\$344.00	\$354.00	\$364.50	\$375.50	3.02%	
Tax Information	\$344.00	\$354.00	\$364.50	\$375.50	3.02%	
Value Information	\$347.00	\$357.00	\$367.50	\$378.48	2.99%	
Sales Information	\$231.00	\$237.00	\$244.00	\$251.24	2.97%	
Miscellaneous Parcel Information	\$347.00	\$357.00	\$367.50	\$378.48	2.99%	
Escrow Information	\$115.00	\$118.00	\$121.50	\$125.00	2.88%	
Special Assessment Beginning of Year Information	\$289.00	\$297.00	\$305.75	\$315.01	3.03%	
TNT Notice Information	\$347.00	\$357.00	\$367.50	\$378.48	2.99%	
Custom Parcel Information	\$347.00	\$357.00	\$367.50	\$378.48	2.99%	
Custom File Extraction for Taxography	\$347.00	\$357.00	\$367.50	\$378.48	2.99%	
<b>MANUFACTURED HOMES</b>						
Name and Address Information	\$115.00	\$118.00	\$121.50	\$125.00	2.88%	
Tax Information	\$115.00	\$118.00	\$121.50	\$125.00	2.88%	
Value Information	\$115.00	\$118.00	\$121.50	\$125.00	2.88%	
<b>BROADBAND</b>						
IRU Fiber Fee			\$65 per mile, per month, per pair of strands	\$65 per mile, per month, per pair of strands	0.00%	Fee was included in past Indefeasible Right to Use (IRU) agreements and is being added to the fee schedule.



**Dakota County Recommended 2025 Fee Schedule:  
Enterprise Finance and Information Services Division**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
<b>GIS Services</b>						
GIS Services Fee per hour	\$76.00	\$78.25	\$80.50	\$82.75	2.80%	
<b>Printed Maps</b>						
Basic Line Map (property, streets, street names, addresses)						
Sheet Size A (8.5" x 11")	\$2.65	\$2.70	\$2.75	\$2.78	1.18%	
Sheet Size B (11" x 17")	\$5.45	\$5.60	\$5.60	\$5.75	2.68%	
Sheet Size C (17" x 22")	\$10.25	\$10.50	\$10.50	\$10.75	2.38%	
Sheet Size D (22" x 34")	\$16.25	\$16.70	\$16.70	\$17.25	3.29%	
Sheet Size E (34" x 44")	\$31.10	\$32.00	\$32.00	\$33.00	3.13%	
Color Aerial Photo (may also include basic line map layers without additional charge)						
Sheet Size A (8.5" x 11")	\$2.65	\$2.70	\$2.75	\$2.78	1.18%	
Sheet Size B (11" x 17")	\$6.85	\$7.00	\$7.20	\$7.40	2.78%	
Sheet Size C (17" x 22")	\$15.90	\$16.35	\$16.75	\$17.25	2.99%	
Sheet Size D (22" x 34")	\$31.00	\$31.90	\$32.75	\$33.70	2.90%	
Sheet Size E (34" x 44")	\$62.00	\$63.85	\$65.75	\$67.50	2.67%	
Photocopies	\$0.25	\$0.25	\$0.25	\$0.25	0.00%	Capped by MN State Statute 13.03
Special Map Requests	Price of base map, GIS Services	Price of base map, GIS Services	Price of base map, GIS Services	Price of base map, GIS Services		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
<b>Solid Waste</b>							
<u>Sanitary Landfill (All Volumes)</u>							
License Fee	\$79,347.49	\$81,727.91	\$84,179.75	\$86,705.14	3.00%		
Application Fee	\$6,110.15	\$6,293.46	\$6,482.26	\$6,676.73	3.00%		
<u>Waste to Energy Facility (All Volumes)</u>							
License Fee	\$79,347.49	\$81,727.91	\$84,179.75	\$86,705.14	3.00%		
Application Fee	\$6,110.15	\$6,293.46	\$6,482.26	\$6,676.73	3.00%		
<u>Solid Waste Biofuels Facility (All Volumes)</u>							
License Fee	\$79,347.49	\$81,727.91	\$84,179.75	\$86,705.14	3.00%		
Application Fee	\$6,110.15	\$6,293.46	\$6,482.26	\$6,676.73	3.00%		
<u>Demolition Landfill</u>							
Type A (>5,000 cubic yards/year)							
License Fee	\$27,002.37	\$27,812.44	\$28,646.81	\$29,506.22	3.00%		
Application Fee	\$2,761.99	\$2,844.85	\$2,930.20	\$3,018.11	3.00%		
Type B (2,000-5,000 cubic yards/year)							
License Fee	\$9,010.84	\$9,281.17	\$9,559.60	\$9,846.39	3.00%		
Application Fee	\$1,674.08	\$1,724.31	\$1,776.04	\$1,829.32	3.00%		
Type C (<2,000 cubic yards/year)							
License Fee	\$3,131.06	\$3,224.99	\$3,321.74	\$3,421.39	3.00%		
Application Fee	\$1,674.08	\$1,724.31	\$1,776.04	\$1,829.32	3.00%		
<u>Special Waste Landfill</u>							
Type A (>50,000 tons/year)							
License Fee	\$45,412.41	\$46,774.78	\$48,178.02	\$49,623.36	3.00%		
Application Fee	\$5,928.03	\$6,105.87	\$6,289.05	\$6,477.72	3.00%		
Type B (20,000-50,000 tons/year)							
License Fee	\$23,403.33	\$24,105.43	\$24,828.60	\$25,573.45	3.00%		
Application Fee	\$2,761.99	\$2,844.85	\$2,930.20	\$3,018.11	3.00%		
Type C (10,000-20,000 tons/year)							
License Fee	\$11,558.14	\$11,904.88	\$12,262.03	\$12,629.89	3.00%		
Application Fee	\$1,464.22	\$1,508.15	\$1,553.39	\$1,599.99	3.00%		
Type D (5,000-10,000 tons/year)							
License Fee	\$7,925.34	\$8,163.10	\$8,408.00	\$8,660.24	3.00%		
Application Fee	\$1,464.22	\$1,508.15	\$1,553.39	\$1,599.99	3.00%		
Type E (2,000-5,000 tons/year)							
License Fee	\$4,689.36	\$4,830.04	\$4,974.94	\$5,124.19	3.00%		
Application Fee	\$1,464.22	\$1,508.15	\$1,553.39	\$1,599.99	3.00%		
Type F (<2,000 tons/year)							
License Fee	\$2,326.58	\$2,396.38	\$2,468.27	\$2,542.32	3.00%		
Application Fee	\$1,421.57	\$1,464.22	\$1,508.15	\$1,553.39	3.00%		
<u>Special Waste Storage</u>							
Type A (>5,000 tons/year)							
License Fee	\$7,802.32	\$8,036.39	\$8,277.48	\$8,525.81	3.00%		
Application Fee	\$1,393.05	\$1,434.84	\$1,477.89	\$1,522.23	3.00%		
Type B (2,000-5,000 tons/year)							
License Fee	\$4,689.36	\$4,830.04	\$4,974.94	\$5,124.19	3.00%		
Application Fee	\$980.57	\$1,009.99	\$1,040.29	\$1,071.50	3.00%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
Type C (<2,000 tons/year)							
License Fee	\$2,326.58	\$2,396.38	\$2,468.27	\$2,542.32	3.00%		
Application Fee	\$699.54	\$720.53	\$742.14	\$764.41	3.00%		
Waste Tire Storage							
License Fee (base)	\$1,200.08	\$1,236.08	\$1,273.17	\$1,311.36	3.00%		
License Fee (per tire)	\$0.13	\$0.13	\$0.14	\$0.14	3.00%		
Application Fee	\$278.61	\$286.97	\$295.58	\$304.44	3.00%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
<u>Transfer Station</u>							
Type A (>400 tons/day)							
License Fee	\$16,802.30	\$17,306.37	\$17,825.56	\$18,360.32	3.00%		
Application Fee	\$2,157.73	\$2,222.47	\$2,289.14	\$2,357.81	3.00%		
Type B (200-400 tons/day)							
License Fee	\$8,407.79	\$8,660.02	\$8,919.82	\$9,187.41	3.00%		
Application Fee	\$1,816.40	\$1,870.89	\$1,927.02	\$1,984.83	3.00%		
Type C (100-200 tons/day)							
License Fee	\$6,929.10	\$7,136.97	\$7,351.08	\$7,571.61	3.00%		
Application Fee	\$1,464.22	\$1,508.15	\$1,553.39	\$1,599.99	3.00%		
Type D (<100 tons/day)							
License Fee	\$5,454.03	\$5,617.65	\$5,786.18	\$5,959.76	3.00%		
Application Fee	\$1,464.22	\$1,508.15	\$1,553.39	\$1,599.99	3.00%		
<u>Yard Waste Composting/Wood Waste Processing</u>							
Type A (>40,000 cubic yards/year)							
License Fee	\$4,216.56	\$4,343.05	\$4,473.35	\$4,607.55	3.00%		
Application Fee	\$1,393.05	\$1,434.84	\$1,477.89	\$1,522.23	3.00%		
Type B (10,000-40,000 cubic yards/year)							
License Fee	\$2,114.31	\$2,177.74	\$2,243.07	\$2,310.36	3.00%		
Application Fee	\$699.54	\$720.53	\$742.14	\$764.41	3.00%		
Type C (<10,000 cubic yards/year) (<200 cubic yards exempt)							
License Fee	\$1,266.41	\$1,304.41	\$1,343.54	\$1,383.84	3.00%		
Application Fee	\$699.54	\$720.53	\$742.14	\$764.41	3.00%		
<u>Solid Waste Composting - Mixed Municipal Waste</u>							
Type A (>300 tons/day)							
License Fee	\$33,772.25	\$34,785.42	\$35,828.98	\$36,903.85	3.00%		
Application Fee	\$2,787.31	\$2,870.93	\$2,957.06	\$3,045.77	3.00%		
Type B (100-300 tons/day)							
License Fee	\$22,369.70	\$23,040.79	\$23,732.02	\$24,443.98	3.00%		
Application Fee	\$2,095.01	\$2,157.86	\$2,222.59	\$2,289.27	3.00%		
Type C (<100 tons/day)							
License Fee	\$10,971.97	\$11,301.13	\$11,640.17	\$11,989.37	3.00%		
Application Fee	\$1,393.05	\$1,434.84	\$1,477.89	\$1,522.23	3.00%		
<u>Solid Waste Composting - Segregated Waste</u>							
Type A (>100 tons/day)							
License Fee	\$10,552.25	\$10,868.81	\$11,194.88	\$11,530.72	3.00%		
Application Fee	\$2,095.01	\$2,157.86	\$2,222.59	\$2,289.27	3.00%		
Type B (50-100 tons/day)							
License Fee	\$6,327.25	\$6,517.07	\$6,712.58	\$6,913.96	3.00%		
Application Fee	\$1,393.05	\$1,434.84	\$1,477.89	\$1,522.23	3.00%		
Type C (<50 tons/day)							
License Fee	\$3,163.62	\$3,258.53	\$3,356.29	\$3,456.98	3.00%		
Application Fee	\$699.54	\$720.53	\$742.14	\$764.41	3.00%		
<u>Infectious Waste</u>							

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
Type A (all volumes, waste processed at facility)							
License Fee	\$5,796.37	\$5,970.26	\$6,149.37	\$6,333.85	3.00%		
Application Fee	\$1,738.91	\$1,791.08	\$1,844.81	\$1,900.16	3.00%		
Type B (all volumes, waste transfer only)							
License Fee	\$4,637.10	\$4,776.21	\$4,919.50	\$5,067.08	3.00%		
Application Fee	\$1,738.91	\$1,791.08	\$1,844.81	\$1,900.16	3.00%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
<u>Waste Processing</u>							
Type A (>400 tons/day)							
License Fee	\$22,159.84	\$22,824.63	\$23,509.37	\$24,214.65	3.00%		
Application Fee	\$2,787.31	\$2,870.93	\$2,957.06	\$3,045.77	3.00%		
Type B (300-400 tons/day)							
License Fee	\$16,468.21	\$16,962.25	\$17,471.12	\$17,995.25	3.00%		
Application Fee	\$2,095.01	\$2,157.86	\$2,222.59	\$2,289.27	3.00%		
Type C (200-300 tons/day)							
License Fee	\$10,971.97	\$11,301.13	\$11,640.17	\$11,989.37	3.00%		
Application Fee	\$1,393.05	\$1,434.84	\$1,477.89	\$1,522.23	3.00%		
Type D (50-200 tons/day)							
License Fee	\$7,596.07	\$7,823.96	\$8,058.67	\$8,300.43	3.00%		
Application Fee	\$980.57	\$1,009.99	\$1,040.29	\$1,071.50	3.00%		
Type E (25-50 tons/day)							
License Fee	\$2,111.90	\$2,175.25	\$2,240.51	\$2,307.73	3.00%		
Application Fee	\$699.54	\$720.53	\$742.14	\$764.41	3.00%		
Type F (<25 tons/day)							
License Fee	\$1,056.55	\$1,088.25	\$1,120.89	\$1,154.52	3.00%		
Application Fee	\$459.52	\$473.31	\$487.51	\$502.13	3.00%		
<u>Qualified Clean Fill (Application Fees)</u>							
Type A (>5,000 cubic yards, <2 years duration)	\$2,688.41	\$2,769.07	\$2,852.14	\$2,937.70	3.00%		
Type B (500-5,000 cubic yards, <1 year duration)	\$1,797.11	\$1,851.02	\$1,906.55	\$1,963.75	3.00%		
Type C (100-500 cubic yards, <90 days duration)	\$906.99	\$934.20	\$962.23	\$991.10	3.00%		
Type D (<100 cubic yards, <30 days duration)	no fee	no fee	no fee	no fee			
<u>All Facility Types</u>							
Modification Review (first 5 hours)	\$510.18	\$525.49	\$541.26	\$557.49	3.00%		
Modification Review (after 5 hours) (per hour)	\$148.35	\$152.80	\$157.39	\$162.11	3.00%		
<u>Late Fees</u>							
1-30 Day	25% of license fee	25% of license fee	25% of license fee	25% of license fee	0.00%		Updated to cover 1-30 day vs 8-30 day timeperiod
30+ Days	50% of license fee	50% of license fee	50% of license fee	50% of license fee	0.00%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
<b>Industrial Waste Facilities</b>							
<i>Review</i>							
Single Waste Stream	\$248.46	\$255.91	\$263.59	\$271.49	3.00%		
Multiple Waste Streams (2-5 Wastes/Generator/Site)	\$498.13	\$513.07	\$528.46	\$544.32	3.00%		
Multiple Waste Streams (>5 Wastes/Generator/Site)	\$1,353.26	\$1,393.85	\$1,435.67	\$1,478.74	3.00%		
<i>Rush Review</i>							
Single Waste Stream	\$354.60	\$365.24	\$376.19	\$387.48	3.00%		
Multiple Waste Streams (2-5 Wastes/Generator/Site)	\$706.77	\$727.98	\$749.82	\$772.31	3.00%		
Multiple Waste Streams (>5 Wastes/Generator/Site)	\$2,032.29	\$2,093.26	\$2,156.05	\$2,220.74	3.00%		
<i>Renewal</i>							
Single Waste Stream	\$147.15	\$151.56	\$156.11	\$160.79	3.00%		
Multiple Waste Streams (2-5 Wastes/Generator/Site) (per waste stream)	\$290.68	\$299.40	\$308.38	\$317.63	3.00%		
Multiple Waste Streams (>5 Wastes/Generator/Site)	\$856.33	\$882.02	\$908.48	\$935.74	3.00%		
<i>Rush Renewal</i>							
Single Waste Stream	\$195.38	\$201.25	\$207.28	\$213.50	3.00%		
Multiple Waste Streams (2-5 Wastes/Generator/Site) (per waste stream)	\$389.57	\$401.26	\$413.30	\$425.70	3.00%		
Multiple Waste Streams (>5 Wastes/Generator/Site)	\$1,172.34	\$1,207.51	\$1,243.73	\$1,281.05	3.00%		
<i>Amendment</i>							
Single Waste Stream	\$80.81	\$83.24	\$85.73	\$88.31	3.00%		
Multiple Waste Streams (2-5 Wastes/Generator/Site) (per waste stream)	\$80.81	\$83.24	\$85.73	\$88.31	3.00%		
<i>Rush Amendment</i>							
Single Waste Stream	\$110.97	\$114.29	\$117.72	\$121.26	3.00%		
Multiple Waste Streams (2-5 Wastes/Generator/Site) (per waste stream)	\$110.97	\$114.29	\$117.72	\$121.26	3.00%		
<i>Review of Request for Deviation from Waste Acceptance Levels</i>							
Single Waste Stream	\$506.57	\$521.77	\$537.42	\$553.54	3.00%		
Multiple Waste Streams (2-5 Wastes/Generator/Site) (per waste stream)	\$506.57	\$521.77	\$537.42	\$553.54	3.00%		
<i>Review for Exemption from Department Review</i>							
Single Waste Stream	\$80.81	\$83.24	\$85.73	\$88.31	3.00%		
Multiple Waste Streams (2-5 Wastes/Generator/Site) (per waste stream)	\$80.81	\$83.24	\$85.73	\$88.31	3.00%		
<b>Hazardous Waste Fees</b>							
<i>Hazardous Waste Generator</i>							
Base Fee	\$68.74	\$70.81	\$72.93	\$75.12	3.00%		
Gallonage Fee (per gallon)							
1-250	\$2.02	\$2.08	\$2.14	\$2.20	3.00%		
251-1,000	\$0.46	\$0.48	\$0.49	\$0.51	3.00%		
1,001-10,000	\$0.24	\$0.25	\$0.25	\$0.26	3.00%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
10,001-100,000	\$0.053	\$0.055	\$0.057	\$0.058	3.00%		Fee needs to be shown to at least a thousandth of a dollar Fee needs to be shown to at least a thousandth of a dollar
100,001+	\$0.024	\$0.025	\$0.026	\$0.027	3.00%		
Sewer Fee (does not apply to minimal generators)							
<= 10 gal.	\$57.89	\$59.63	\$61.42	\$63.26	3.00%		
Very Small Quantity Generators (VSQG)	\$57.89	\$59.63	\$61.42	\$63.26	3.00%		
Small Quantity Generators (SQG)	\$115.79	\$119.26	\$122.84	\$126.52	3.00%		
Large Quantity Generators (LQG)	\$224.33	\$231.06	\$237.99	\$245.13	3.00%		
Application Fee (flat fee for all new generators)	\$57.89	\$59.63	\$61.42	\$63.26	3.00%		
Late Penalty	\$69.95	\$72.05	\$74.21	\$76.44	3.00%		



Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
<u>Hazardous Waste Facilities</u>							
Storage Facilities							
Application Review Fee	\$2,676.36	\$2,756.65	\$2,839.35	\$2,924.53	3.00%		
Base Annual Fee							
<5,000 gals/yr	\$4,872.68	\$5,018.86	\$5,169.43	\$5,324.51	3.00%		
5,000-50,000 gals/yr	\$5,556.54	\$5,723.24	\$5,894.93	\$6,071.78	3.00%		
>50,000 gals/yr	\$7,799.91	\$8,033.91	\$8,274.92	\$8,523.17	3.00%		
Streams Multiplier (multiply with base fee to determine annual fee)	Total # of streams at facility x 0.1 + 1.0 (max 12 streams)	Total # of streams at facility x 0.1 + 1.0 (max 12 streams)	Total # of streams at facility x 0.1 + 1.0 (max 12 streams)	Total # of streams at facility x 0.1 + 1.0 (max 12 streams)	0.00%		
Short Term Transfer Facilities							
Application Review Fee	\$2,781.28	\$2,864.72	\$2,950.66	\$3,039.18	3.00%		
Base Annual Fee							
<2,000 gals/yr	\$4,267.22	\$4,395.23	\$4,527.09	\$4,662.90	3.00%		
2,000-10,000 gals/yr	\$6,095.67	\$6,278.54	\$6,466.90	\$6,660.91	3.00%		
>10,000 gals/yr	\$8,353.51	\$8,604.11	\$8,862.24	\$9,128.10	3.00%		
Waste Treatment and Recycling Facilities							
Application Review Fee	\$2,781.28	\$2,864.72	\$2,950.66	\$3,039.18	3.00%		
Base Annual Fee							
<10,000 gals/yr	\$4,876.30	\$5,022.59	\$5,173.27	\$5,328.47	3.00%		
10,000-100,000 gals/yr	\$8,540.45	\$8,796.67	\$9,060.57	\$9,332.38	3.00%		
>100,000 gals/yr	\$10,975.59	\$11,304.86	\$11,644.00	\$11,993.32	3.00%		
Multiplier (added to base fee)	1/10th of the base fee x # of streams	1/10th of the base fee x # of streams	1/10th of the base fee x # of streams	1/10th of the base fee x # of streams	0.00%		
Land Treatment Facility Under Closure	\$36,956.38	\$38,065.07	\$39,207.03	\$40,383.24	3.00%		
<u>Very Small Quantity Hazardous Waste Generator Collection Sites and Sites for the Collection of Use Oil and Oil Filters Fee Schedule</u>							
License Application Review Fee	\$147.15	\$151.56	\$156.11	\$160.79	3.00%		
Annual License Fee for Corporate Consolidation VSQG Collection Sites	\$290.68	\$299.40	\$308.38	\$317.63	3.00%		
Annual License Fee for Commercial VSQG Collection Sites	\$730.90	\$752.83	\$775.41	\$798.67	3.00%		
Used Oil and Used Oil Filter Collection Sites							
License Application Review Fee	\$147.15	\$151.56	\$156.11	\$160.79	3.00%		
Annual License Fee	\$290.68	\$299.40	\$308.38	\$317.63	3.00%		
<u>Special Hazardous Waste Processing/Storage and Universal Waste Facilities Fee Schedule</u>							
Fee Subcategories							
<i>Small Facility (collects &lt;1,000 fluorescent lamps, 100 lbs. of Universal Waste, and/or 100 lbs. of any other Special Hazardous Waste per year)</i>							
License Fee	no fee	no fee	no fee	no fee	3.00%		
Application Fee	no fee	no fee	no fee	no fee	3.00%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
<i>Medium Facility (collects 1,001-5,000 fluorescent lamps, 101-1000 lbs. of Universal Waste, and/or 101-1,000 lbs. of any other Special Hazardous Waste per year)</i>							
License Fee	\$440.23	\$453.44	\$467.04	\$481.06	3.00%		
Application Fee	\$147.15	\$151.56	\$156.11	\$160.79	3.00%		
<i>Large Facility (collects &gt;= 5,001 fluorescent lamps, 1,001 lbs. of Universal Waste, and/or 1,001 lbs. of any other Special Hazardous Waste per year)</i>							
License Fee	\$1,460.59	\$1,504.41	\$1,549.54	\$1,596.03	3.00%		
Application Fee	\$290.68	\$299.40	\$308.38	\$317.63	3.00%		
<i>Reductions in License Fees for Special Hazardous Waste Processing/Storage and Universal Waste Facilities*</i>							
Small Facility	no fee	no fee	no fee	no fee	0.00%		
Medium Facility	\$219.51	\$226.09	\$232.88	\$239.86	3.00%		
Large Facility	\$730.90	\$752.83	\$775.41	\$798.67	3.00%		
<b>Electronic Recycling Fees</b>							
Television (per item)	\$10.00	\$10.00	\$10.00	\$10.00	0.00%		
Computer Monitor (per item)	\$10.00	\$10.00	\$10.00	\$10.00	0.00%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES								
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes	
<b>Tire Recycling Fees</b>								
Std. Automotive Tire 15" or smaller (per item)	\$5.00	\$6.00	\$6.00	\$6.00	0.00%		These are pass through costs - adjustments made based on cost for disposal	
Std. Automotive Tire 16-17" (per item)	\$6.00	\$7.00	\$7.00	\$7.00	0.00%		These are pass through costs - adjustments made based on cost for disposal	
Std. Automotive Tire 18-19" (per item)	\$7.00	\$8.00	\$8.00	\$8.00	0.00%		These are pass through costs - adjustments made based on cost for disposal	
Std. Automotive Tire 20" or greater (per item)	\$8.00	\$10.00	\$10.00	\$10.00	0.00%		These are pass through costs - adjustments made based on cost for disposal	
Std. Automotive Tire Mounted on Rim (additional to t	\$1.00	\$1.00	\$1.00	\$1.00	0.00%			
Farm Tractor Tire (per item)	\$50.00	\$75.00	\$75.00	\$75.00	0.00%		These are pass through costs - adjustments made based on cost for disposal	
<b>Water Supply Testing and Delegated Well Program</b>								
<u>Water Supply Testing</u>								
Water Parameter Test (single chemical - tests include Coliform bacteria, nitrate, manganese, arsenic, lead or Fluoride)	\$19.50	\$21.00	\$21.00	\$21.00	0.00%		No changes to section - there were no changes to the Lab's state contract pricing	
Special Test Service Fee (more than 200 different parameters are available, not including laboratory test costs)								
Sample shipping and handling	\$15.00	\$15.00	\$15.00	\$15.00	0.00%			
Minimum	\$2.00	\$2.00	\$2.00	\$2.00	0.00%			
Maximum	\$54.00	\$54.00	\$193.00	\$193.00	0.00%			
Sample Collection	\$135.00	\$135.00	\$135.00	\$135.00	0.00%			
<u>Water Supply Well Fees</u>								
Well Construction/Major Reconstruction							State core function fee set by MN Statute 1031.208	
County Fee	\$580.00	\$597.00	\$615.00	\$633.02	2.93%			
State Fee	\$20.00	\$20.00	\$20.00	\$20.00	0.00%			
<u>Well Construction for Submerged Closed Loop Heat Exchangers</u>								
County Fee				\$633 first well, 50% discount additional wells on same site	NEW			
State Fee				\$20.00	NEW			
Minor Well Reconstruction								
County Fee	\$146.00	\$150.00	\$155.00	\$155.00	3.23%			
State Fee	\$20.00	\$20.00	\$20.00	\$20.00	0.00%			

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
Well Sealing							
County Fee	\$292.00	\$301.00	\$310.00	\$318.99	2.90%		
State Fee	\$5.00	\$5.00	\$5.00	\$5.00	0.00%		State core function fee set by MN Statute 1031.208
Well Permit Renewal Fee (if renewed on or before expiration date)	25% of current permit fee	25% of current permit fee	25% of current permit fee	25% of current permit fee	0.00%		No change to renewal fee (allows staff to easily renew permit if work has not started yet by contractor)
<b>Environmental Well Fees</b>							
<b>Environmental Well Construction</b>							
County Fee (per well)	\$580 first well, 75% discount additional wells on same site	\$275.00	\$283.00	\$292.00	3.18%		
State Fee (per site)	\$20.00	\$20.00	\$20.00	\$20.00	0.00%		State core function fee set by MN Statute 1031.208
<b>Environmental Well Sealing</b>							
County Fee (per well)	\$292 first well, 75% discount additional wells on same site	\$125.00	\$129.00	\$133.00	3.10%		
State Fee (per site)	\$5.00	\$5.00	\$5.00	\$5.00	0.00%		State core function fee set by MN Statute 1031.208
<b>Annual Maintenance Permits</b>							
Unused Well Permit	\$175.00	\$175.00	\$175.00	\$175.00	0.00%		Recommend no change, current fees cover sufficient staff time
Registered Use Well Permit- Environmental, Injection Wells, and Product Recovery Wells	\$175.00	\$175.00	\$175.00	\$175.00	0.00%		Recommend no change, current fees cover sufficient staff time
Registered Use Well Permit- Dewatering Wells, Augmentation Wells, and Groundwater Recharge Wells	\$175.00	\$175.00	\$175.00	\$175.00	0.00%		Recommend no change, current fees cover sufficient staff time
<b>Shallow Domestic Well Permit Fees</b>							
<b>Well Construction</b>							
County Fee	\$292.00	\$301.00	\$310.00	\$319.26	2.99%		
State Fee	\$20.00	\$20.00	\$20.00	\$20.00	0.00%		State core function fee set by MN Statute 1031.208
<b>Well Sealing</b>							
County Fee (single fee for up to five domestic water supply wells on a single site)	\$146.00	\$150.00	\$155.00	\$160.00	3.23%		
State Fee	\$5.00	\$5.00	\$5.00	\$5.00	0.00%		State core function fee set by MN Statute 1031.208
<b>Dewatering Well Permit Fees (no groundwater contamination, per well, up to 5 wells per project)</b>							
<b>Well Construction and Sealing Permit (within 18 months)</b>							
County Fee	\$580.00	\$597.00	\$615.02	\$633.00	2.93%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
State Fee	\$25.00	\$25.00	\$25.00	\$25.00	0.00%		State core function fee set by MN Statute 1031.208
Well Construction Permit							
County Fee	\$473.00	\$487.00	\$502.00	\$517.00	2.99%		
State Fee	\$20.00	\$20.00	\$20.00	\$20.00	0.00%		State core function fee set by MN Statute 1031.208
Well Sealing Permit							
County Fee	\$292.00	\$301.00	\$310.00	\$319.00	2.90%		
State Fee	\$5.00	\$5.00	\$5.00	\$5.00	0.00%		State core function fee set by MN Statute 1031.208
<b>Dewatering Well Permit Fees (no groundwater contamination, 5 or more wells per project)</b>							
Well Construction and Sealing Permit (same permit year)							
County Fee	\$2,902.00	\$2,989.00	\$3,078.96	\$3,165.00	2.79%		State core function fee set by MN Statute 1031.208 (includes construction and sealing state fee)
State Fee	\$25.00	\$25.00	\$25.00	\$25.00	0.00%		
Well Construction Permit							
County Fee	\$2,366.00	\$2,437.00	\$2,510.11	\$2,585.00	2.98%		State core function fee set by MN Statute 1031.208
State Fee	\$20.00	\$20.00	\$20.00	\$20.00	0.00%		
Well Sealing Permit							
County Fee	\$1,458.00	\$1,501.00	\$1,546.03	\$1,595.00	3.17%		State core function fee set by MN Statute 1031.208
State Fee	\$5.00	\$5.00	\$5.00	\$5.00	0.00%		
<b>Temporary Environmental Well Sealing Fee (single job site and adjoining properties)</b>							
County Fee	\$70.00	\$70.00	\$70.00	\$0.00	-100.00%		Remove - based on 1031 statute changes; do not have authority to regulate temporary wells
State Fee	\$5.00	\$5.00	\$5.00	\$0.00	-100.00%		
Well Sealing Fee Discount	25% of normal well sealing permit fee	25% of normal well sealing permit fee	25% of normal well sealing permit fee	25% of normal well sealing permit fee	0.00%		Discount if for when well is replaced, no change.
Regulated Work Without a Permit (when action is done by a contractor, engineer, etc. on a well without a permit)	2x original fee	2x original fee	2x original fee	2x original fee	0.00%		
<b>Late or Incomplete Application Fee (for registered well owners)</b>							
1-30 Days	25% of original fee	25% of original fee	25% of original fee	25% of original fee	0.00%		
30+ Days	50% of original fee	50% of original fee	50% of original fee	50% of original fee	0.00%		
Variance	\$280.00	\$280.00	\$280.00	\$280.00	0.00%		
<b>Sewage Treatment Systems</b>							
Pump Maintenance Fee (per record)	\$3.00	\$3.00	\$3.00	\$3.00	0.00%		Fee established by JPA
Subsurface Sewage Treatment System (SSTS) Construction Permit							
Type I System	\$409.00	\$421.00	\$434.00	\$447.00	3.00%		
Type II System	\$206.00	\$212.00	\$218.00	\$225.00	3.21%		
Type III System	\$409.00	\$421.00	\$434.00	\$447.00	3.00%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
Type IV System	\$473.00	\$487.00	\$502.00	\$517.00	2.99%		

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
Repair System	\$206.00	\$212.00	\$218.00	\$225.00	3.21%		
2nd Soil Verification	\$274.00	\$282.00	\$290.00	\$299.00	3.10%		
Large Septic System (more than 2,500 gallons per day capacity)							
Construction Permit	\$951.00	\$980.00	\$1,009.00	\$1,039.00	2.97%		
Annual Operating Permit	\$148.00	\$152.00	\$157.00	\$162.00	3.18%		
Septic System Variance	\$1,064.00	\$1,096.00	\$1,129.00	\$1,163.00	3.01%		
Regulated Septic System Work Without a Permit	2x the original fee	2x the original fee	2x the original fee	2x the original fee	0.00%		Previously "Septic System Construction Without Obtaining a Permit" changed for consistency
<b>Shoreland/Floodplain Permits</b>							
Shoreland Building Permit							
\$1,000-\$10,000	\$148.00	\$152.00	\$157.00	\$162.00	3.18%		
\$10,001-\$20,000	\$148.00	\$152.00	\$157.00	\$162.00	3.18%		
\$20,001-\$30,000	\$148.00	\$152.00	\$157.00	\$162.00	3.18%		
\$30,001-\$40,000	\$156.00	\$161.00	\$166.00	\$171.00	3.01%		
\$40,001-\$50,000	\$181.00	\$186.00	\$292.00	\$301.00	3.08%		
\$50,001-\$100,000	\$198.00	\$204.00	\$210.00	\$216.00	2.86%		
\$100,001-\$200,000	\$398.00	\$410.00	\$422.00	\$435.00	3.08%		
\$200,000+	\$592.00	\$610.00	\$628.00	\$647.00	3.03%		
Ag Building	\$63.00	\$65.00	\$67.00	\$69.00	2.99%		
Shoreland Alteration Permit	\$399.00	\$411.00	\$423.00	\$436.00	3.07%		
Ditch Alteration Permit	-	\$ 411.00	\$ 423.00	\$436.00	3.07%		
Variance	\$1,064.00	\$1,096.00	\$1,129.00	\$1,163.00	3.01%		
Variance Recording Fee	\$47.00	\$46.00	\$46.00	\$46.00	0.00%		State has flat recording fee that should be used
Zoning Appeal	\$575.00	\$592.00	\$610.00	\$628.00	2.95%		
Conditional Use Permit	\$1,129.00	\$1,163.00	\$1,198.00	\$1,234.00	3.01%		
Regulated Shoreland/Floodplain Work Without a Permit	2x the original fee	2x the original fee	2x the original fee	2x the original fee			
<b>Haulers</b>							
Hauler License Fee Per Vehicle - MSW	\$100.00	\$100.00	\$100.00	\$100.00	0.00%		Fee established by Regional Solid Waste Hauler JPA Board
Hauler License Fee Per Vehicle - Non-MSW	\$100.00	\$100.00	\$100.00	\$100.00	0.00%		Fee established by Regional Solid Waste Hauler JPA Board
<b>Business Program Fees for Very Small Quantity Generators</b>							
<u>Fluorescent Lamp Costs (each)</u>							
4' and under	\$0.36	\$0.36	\$0.36	\$0.36	0.00%		These are pass through costs - adjustments were made based on contract changes
> 4'	\$0.68	\$0.68	\$0.68	\$0.68	0.00%		These are pass through costs - adjustments were made based on contract changes
Compact	\$0.68	\$0.68	\$0.68	\$0.68	0.00%		These are pass through costs - adjustments were made based on contract changes
HID	\$1.50	\$1.50	\$1.50	\$1.50	0.00%		These are pass through costs - adjustments were made based on contract changes
U-bent and Circular	\$0.68	\$0.68	\$0.68	\$0.68	0.00%		These are pass through costs - adjustments were made based on contract changes
Shatter-shield	\$1.70	\$1.90	\$1.90	\$1.90	0.00%		These are pass through costs - adjustments were made based on contract changes
Broken (per pound)	\$1.10	\$1.10	\$1.10	\$1.10	0.00%		These are pass through costs - adjustments were made based on contract changes

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
Projection Lamps	\$1.50	\$1.50	\$1.50	\$1.50	0.00%		These are pass through costs - adjustments were made based on contract changes
LED	\$0.56	\$1.00	\$1.00	\$1.00	0.00%		These are pass through costs - adjustments were made based on contract changes
Neon (per pound)	\$9.00	\$9.00	\$9.00	\$9.00	0.00%		These are pass through costs - adjustments were made based on contract changes
Incandescent	\$0.36	\$0.36	\$0.36	\$0.36	0.00%		These are pass through costs - adjustments were made based on contract changes
<u>Ballasts and Capacitors (per pound)</u>							
PCB Ballasts	\$2.35	\$2.35	\$1.80	\$1.80	0.00%		These are pass through costs - adjustments were made based on contract changes
Non-PCB Ballasts	\$0.25	\$0.28	\$0.28	\$0.28	0.00%		These are pass through costs - adjustments were made based on contract changes
PCB Capacitors	\$2.35	\$2.35	\$2.35	\$2.35	0.00%		These are pass through costs - adjustments were made based on contract changes
Non-PCB Capacitors	\$1.83	\$0.28	\$0.28	\$0.28	0.00%		These are pass through costs - adjustments were made based on contract changes
Mercury Devices*	\$9.21	\$10.80	\$18.80	\$18.80	0.00%		These are pass through costs - adjustments were made based on contract changes
Elemental Mercury	\$9.21	\$10.80	\$18.80	\$18.80	0.00%		These are pass through costs - adjustments were made based on contract changes
<u>Batteries (per pound - taped)</u>							
Alkaline	\$1.30	\$1.30	\$1.30	\$1.70	31.00%		These are pass through costs - adjustments were made based on contract changes
Button	\$6.50	\$6.50	\$6.50	\$8.10	24.60%		These are pass through costs - adjustments were made based on contract changes



Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
Lead Acid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%		These are pass through costs - adjustments were made based on contract changes
Lithium Primary	\$6.50	\$6.50	\$6.50	\$8.10	24.60%		These are pass through costs - adjustments were made based on contract changes
Lithium DDR (damaged, defective, or recalled)	\$47.14	\$47.14	\$47.14	\$50.00	6.06%		These are pass through costs - adjustments were made based on contract changes
Rechargable	\$0.80	\$0.80	\$1.60	\$1.60	0.00%		These are pass through costs - adjustments were made based on contract changes
Untaped Battery Fee (per pound)	\$10.00	\$10.00	\$10.00	\$10.55	5.50%		These are pass through costs - adjustments were made based on contract changes
<u>Electronics</u>							
All Electronics (per pound)	\$0.35	\$0.35	\$0.35	\$0.37	5.50%		These are pass through costs - adjustments were made based on contract changes
<u>Miscellaneous</u>							
Lab-Packed Chemicals (per pound)	\$1.90	\$1.90	\$2.00	\$2.10	5.50%		These are pass through costs - adjustments were made based on contract changes
Aerosols (per pound)	\$0.91	\$0.96	\$1.09	\$1.15	5.50%		These are pass through costs - adjustments were made based on contract changes
Aerosol de-tipping/sorting (per pound)	\$10.00	\$10.00	\$10.00	\$10.55	5.50%		These are pass through costs - adjustments were made based on contract changes
Antifreeze (per pound)	\$0.19	\$0.90	\$0.90	\$0.95	5.50%		These are pass through costs - adjustments were made based on contract changes
Driveway Sealer (emulsion)	\$0.82	\$0.82	\$0.88	\$0.93	5.50%		These are pass through costs - adjustments were made based on contract changes
Fire Extinguisher (each)	\$17.58	\$20.00	\$21.10	\$21.84	3.50%		These are pass through costs - adjustments were made based on contract changes
Fuels/Solvents/Thinners (per pound)	\$0.30	\$0.30	\$0.30	\$0.32	5.50%		These are pass through costs - adjustments were made based on contract changes
Industrial Coatings** (per pound)	\$0.75	\$1.15	\$1.25	\$1.32	5.50%		These are pass through costs - adjustments were made based on contract changes
Oil (per pound)	\$0.00	\$0.00	\$0.00	\$0.05	100.00%		New fee to pass through costs at \$0.05 per pound
Oil Filters (per pound)	\$0.30	\$0.30	\$0.30	\$0.43	43.00%		These are pass through costs - adjustments were made based on contract changes
Propane Cylinders (1-100 pounds; each)	\$6.78	\$7.73	\$8.20	\$8.48	3.46%		These are pass through costs - adjustments were made based on contract changes
Propane Cylinders (disposable; each)	\$1.30	\$1.50	\$1.58	\$1.66	4.60%		These are pass through costs - adjustments were made based on contract changes
<b><u>Solid Waste Surcharges</u></b>							
<u>Mixed Municipal Solid Waste (MMSW)</u>							
MMSW collected in Dakota County (per cubic yard) (Conversion rate is 3.33CY/ton)	\$5.577	\$5.744	\$5.917	\$6.094	3.00%		Fee needs to be shown to at least a thousandth of a dollar
MMSW collected out of Dakota County (per cubic yard) (Conversion rate is 3.33CY/ton)	\$6.252	\$7.180	\$7.396	\$7.618	3.00%		Adjusted to be 25% more than in County (per Georg Fischer) Fee needs to be shown to at least a thousandth of a dollar
<u>Construction Debris &amp;/or Demolition Waste (C&amp;D)</u>							
C&D (per cubic yard) (Conversion rate is 4 CY/ton)	\$0.563	\$0.500	\$0.500	\$0.500	0.00%		Statutory maximum is \$0.50, does not adjust each year
C&D facility w/a liner and leachate collection OR a facility w/a County-approved recycling program (per cubic yard) (Conversion rate is 4 CY/ton)	\$0.422	\$0.375	\$0.375	\$0.375	0.00%		Statutory maximum is \$0.375, does not adjust each year

**Dakota County Recommended 2025 Fee Schedule:**  
**Environmental Resources**

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes
C&D facility w/a liner and leachate collection AND a facility w/a County-approved recycling program (per cubic yard) (Conversion rate is 4 CY/ton)	\$0.281	\$0.250	\$0.250	\$0.250	0.00%		Statutory maximum is \$0.25, does not adjust each year
<b>Solid Waste Education</b>							
Tour de Trash fee (per registrant)		\$10.000	\$10.000	\$10.000	0.00%		Added per recommendation of CAO. Fee for voluntary participation in education programs. The program has been collecting this fee for years. However, it is being added to Fee Schedule per the request of CAO.
<p><i>*Products containing mercury including: thermostats, switches, thermometers</i></p> <p><i>**Industrial Coatings including: automotive paints, marine paints, floor coatings)</i></p> <p><i>*** Chargebacks for staff time will be billed based on the County's approved methodology to calculate a per/hour rate</i></p> <p><i>*Criteria for Reduction:</i></p> <ol style="list-style-type: none"> <li>1) The Facility shall store no more than 25 percent of the annual maximum amount of waste allowed (within the fee category) at any one time. This does not apply to Large Facilities, which have no maximum.</li> <li>2) The Facility shall inspect all Universal Waste and/or Special Hazardous Waste containers, at least weekly, looking for leaks, proper labeling, and condition of the containers. The Facility shall keep a written log of the inspections.</li> <li>3) No outdoor storage of Universal Waste and/or Special Hazardous Waste containers shall occur at the Facility.</li> <li>4) The Facility shall submit a copy of their spill prevention and response plan (or equivalent) to the Department.</li> <li>5) The Facility shall exceed Ordinance No. 111, Hazardous Waste Regulation, training requirements and shall document this training.</li> </ol>							

**\*\*Criteria for Exemption:**

- 1) Owner of the well must be a government entity or accredited educational institution.
  - 2) Primary purpose of the well will be to monitor ambient water levels or ambient groundwater quality, monitor water levels or quality in response to legally allowed activities, assess aquifer properties, or conduct non-commercial scientific research.
  - 3) The well is not required to be maintained in order to meet or manage a legally-required remediation goal.
  - 4) The well is maintained so it is functional for the qualifying purpose.
  - 5) All other permit requirements are met, including annual reporting.
- 
- 1) Owner of the well must be a government entity or accredited educational institution.
  - 2) Primary purpose of the well will be to monitor ambient water levels or ambient groundwater quality, monitor water levels or quality in response to legally allowed activities, assess aquifer properties, or conduct non-commercial scientific research.
  - 3) The well is not required to be maintained in order to meet or manage a legally-required remediation goal.
  - 4) The well is maintained so it is functional for the qualifying purpose.
  - 5) All other permit requirements are met, including annual reporting.

Dakota County Recommended 2025 Fee Schedule:  
Environmental Resources

FEES							
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	If yes (X), then convenience fee absorbed (A) or Passed On (P)?	Notes

\*\*\*Criteria for Discount:

- 1) Owner of the well must be a government entity or accredited educational institution.
- 2) Primary purpose of the well will be to monitor ambient water levels or ambient groundwater quality, monitor water levels or quality in response to legally allowed activities, assess aquifer properties, or conduct non-commercial scientific research.
- 3) The well is not required to be maintained in order to meet or manage a legally-required remediation goal.
- 4) The well is maintained so it is functional for the qualifying purpose.
- 5) All other permit requirements are met, including annual reporting.

**Dakota County Recommended 2025 Fee Schedule:  
Fleet**

FEES						
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
<b>Fleet</b>						
Fleet Hourly Rates						
for Internal Groups	\$93.41	\$97.00	\$100.00	\$103.00	3.00%	
for Partner Groups	\$98.15	\$102.00	\$105.16	\$108.31	3.00%	
for External Groups	\$101.69	\$105.00	\$108.25	\$111.50	3.00%	
Fleet Parts, Supplies, & Outsourcing Repairs						
for Internal Groups	At Cost	At Cost	At Cost	At Cost	0%	
for Partner & External Groups	Cost + 7% administrative expenses	Cost + 7% administrative expenses	Cost + 7% administrative expenses	Cost + 7% administrative expenses	0%	
Fuel Usage						
for MN DoT and City of Hastings	Cost + 7% administrative expenses	Cost + 7% administrative expenses	Cost + 7% administrative expenses	Cost + 7% administrative expenses	0%	
for Partner Groups and External Groups	Cost + 7% administrative expenses	Cost + 7% administrative expenses	Cost + 7% administrative expenses	Cost + 7% administrative expenses	0%	
for Internal Groups	At Cost	At Cost	At Cost	At Cost	0%	
Electric Vehicle Charging Stations						
for Partner Groups, External Groups, and Residents	no charge	\$1 to hook up and \$0.15 per kWh	\$1 to hook up and \$0.15 per kWh	\$1 to hook up and \$0.15 per kWh	0%	
for Internal Groups	no charge	no charge	no charge	no charge	0%	

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
<b><u>CAMPGROUNDS</u></b>						Fees do NOT include 8.125% sales tax. Tax is added to the base fee.
<b><i>Lake Byllesby Campground</i></b>						
Water/Electric 30/50 amp Site	\$32.00	\$35.00	\$37.00	\$38.00	2.71%	Inflationary increase; comparable w marketplace rates
Standard Electric Site (30/50 amp)	\$31.00	\$32.00	\$33.00	\$34.00	3.04%	
<b><i>Lebanon Hills Campground</i></b>						
Pull Through Full Hook-Up Site (water, sewer, electric 30/50 amp)	\$42.00	\$43.00	\$45.00	\$46.00	2.21%	Inflationary increase; comparable w marketplace rates
Full Hook-Up Site (water, sewer, electric 30/50 amp)	\$40.00	\$41.00	\$43.00	\$44.00	2.33%	
Standard Electric Site (30 amp)	\$31.00	\$32.00	\$33.00	\$34.00	3.03%	
Standard Nonelectric Site	\$24.00	\$25.00	\$26.00	\$27.00	3.85%	
<b><i>Whitetail Woods Regional Park</i></b>						
Camper Cabin	\$90.00	\$95.00	\$98.00	\$98.00	0.00%	No change recommended; comparable w marketplace rates
Reservation Fee (non-refundable)	\$8.00	\$8.00	\$8.00	\$8.00	0.00%	
Dump Station (non-camper)	\$12.00	\$13.00	\$15.00	\$15.00	0.00%	
<b><u>RETREAT CENTERS (CAMP SAC &amp; CAMP SPRING LAKE)</u></b>						
Lodge						
6 Hour Minimum for Any Group	\$105.00	\$125.00	\$150.00	\$155.00	3.33%	Inflationary increase; comparable w marketplace rates
Each Additional Hour	\$30.00	\$30.00	\$35.00	\$35.00	0.00%	No change recommended; comparable w marketplace rates

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
Overnight	\$155.00	\$175.00	\$200.00	\$205.00	2.50%	Inflationary increase; comparable w marketplace rates
Day Camp per Day	\$100.00	\$100.00	\$110.00	\$113.00	2.73%	Inflationary increase; comparable w marketplace rates
Damage & Security Deposit	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	No change recommended
<b>Group Campsites</b>						
Overnight	\$50.00	\$50.00	\$55.00	\$55.00	0.00%	No change recommended; comparable w marketplace rates
Day Camp per Day	\$25.00	\$25.00	\$28.00	\$28.00	0.00%	
Outdoor Classroom at Camp Sac Retreat Center- Hourly Rate	\$10.00	\$10.00	\$10.00	\$10.00	0.00%	No change recommended
<b><u>DISCOVERY ROOM IN LEBANON HILLS VISITOR CENTER</u></b>						
6 Hour Minimum Rental for Any Group	\$160.00	\$160.00	\$160.00	\$160.00	0.00%	No change recommended - Discovery Room is rented very minimally due to priority use by Outdoor Education program
Each Additional Hour	\$30.00	\$30.00	\$30.00	\$30.00	0.00%	
Damage and Security Deposit	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	No change recommended
<b><u>DAKOTA LODGE IN THOMPSON PARK CENTER</u></b>						
<b><i>Weekend Deluxe Events (e.g. wedding receptions)</i></b>						
Current Year Rate - 2025						
County Rate	\$1,530.00	\$1,575.00	\$1,575.00	\$1,575.00	0.00%	No change recommended - already taking reservations for 2025
City Rate	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	Fee determined by West St. Paul

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
Current Year Rate in 1 Year - 2026						
County Rate	n/a	n/a	\$1,625.00	\$1,625.00	0.00%	No change recommended - already taking reservations for 2026
City Rate	n/a	n/a	\$150.00	\$150.00	0.00%	Fee determined by West St. Paul
Rate in 2 Years - 2027						
County Rate	n/a	n/a	n/a	\$1,630.00	New Fee	Added additional year, reservations accepted 12 months in advance, with a 3% increase to cover anticipated operating cost increases
City Rate	n/a	n/a	n/a	\$150.00	New Fee	Fee determined by West St. Paul
Each Additional Hour	\$50.00	\$50.00	\$55.00	\$55.00	0.00%	No change recommended; comparable w marketplace rates
Damage and Security Deposit	\$500.00	\$500.00	\$500.00	\$500.00	0.00%	No change recommended

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
<b><i>Weekend Basic Events (e.g. family reunions, parties)</i></b>						
<b><i>*April - October, for reservations more than 90 days in advance</i></b>						
Current Year Rate - 2025	\$1,080.00	\$1,115.00	\$1,115.00	\$1,115.00	0.00%	No change recommended - already taking reservations for 2025
Rate in 1 Year - 2026	n/a	n/a	\$1,115.00	\$1,115.00	0.00%	No change recommended - already taking reservations for 2026
Rate in 2 Years - 2027	n/a	n/a	ns	\$1,155.00	New Fee	Added additional year, reservations accepted 12 months in advance, with a 4% increase to cover anticipated operating cost increases
Reservations 60-90 days in advance, 6 hours	\$530.00	\$560.00	\$560.00	\$560.00	0.00%	Fourth year of this fee - approx. 50% reduced rate with shorter reservation window intended to maximize occupancy by incentivizing with discounted rates, typically these are smaller groups e.g. wedding showers, memorial services, baby showers
Each Additional Hour	\$45.00	\$45.00	\$50.00	\$50.00	0.00%	No change recommended; comparable w marketplace rates
Damage and Security Deposit	\$500.00	\$500.00	\$500.00	\$500.00	0.00%	No change recommended
Damage and Security Deposit - reservations 60-90 days	\$0.00	\$150.00	\$150.00	\$150.00	0.00%	No change recommended
<b><i>*November - March</i></b>						
Current Year Rate - 2025	\$865.00	\$890.00	\$890.00	\$890.00	0.00%	No change recommended - already taking reservations for 2025
Rate in 1 Year - 2026	n/a	n/a	\$920.00	\$920.00	0.00%	No change recommended - already taking reservation for 2026
Rate in 2 Years - 2027	n/a	n/a	n/a	\$925.00	New Fee	Added additional year, reservations accepted 12 months in advance, with an approx. 3% increase to cover anticipated operating cost increases



**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
Reservations 60-90 days in advance, 6 hours	\$425.00	\$440.00	\$440.00	\$445.00	1.14%	Fourth year of this fee - approx. 50% reduced rate with shorter reservation window intended to maximize occupancy by incentivizing with discounted rates, typically these are smaller groups e.g. wedding showers, memorial services, baby showers
Each Additional Hour	\$45.00	\$45.00	\$50.00	\$50.00	0.00%	No change recommended; comparable w marketplace rates
Damage and Security Deposit	\$500.00	\$500.00	\$500.00	\$500.00	0.00%	No change recommended
Damage and Security Deposit - reservations 60-90 days		\$150.00	\$150.00	\$150.00	0.00%	No change recommended
<b><i>Weekday Meeting Rentals</i></b>						
6 Hour Minimum	\$260.00	\$270.00	\$320.00	\$325.00	1.56%	Inflationary increase; comparable with marketplace rates
Each Additional Hour	\$35.00	\$35.00	\$35.00	\$35.00	0.00%	No change recommended
Damage and Security Deposit	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	No change recommended
Outdoor Ceremony	\$100.00	\$100.00	\$100.00	\$100.00	0.00%	No change recommended
West St. Paul Use of Dakota Lodge (up to 24 days per year beyond the 24 days agreed to in the JPA)						
<b><u>GATHERING ROOM IN SCHAAR'S BLUFF GATHERING CTR</u></b>						
<b><i>Weekend Deluxe Events (e.g. wedding receptions, 10 hours hrs, includes cleaning)</i></b>						
Current Year Rate - 2025	\$920.00	\$920.00	\$920.00	\$920.00	0.00%	No change recommended - already taking reservations for 2025
Rate in 1 Year - 2026	n/a	n/a	\$980.00	\$980.00	0.00%	No change recommended - already taking reservations for 2026

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
Rate in 2 Years - 2027	n/a	n/a	n/a	\$985.00	New Fee	Added additional year, reservations accepted 12 months in advance, with a less than 1% increase to cover anticipated operating cost increases
Each Additional Hour	\$50.00	\$50.00	\$55.00	\$55.00	0.00%	No change recommended; comparable w marketplace rates
Damage and Security Deposit	\$300.00	\$300.00	\$300.00	\$300.00	0.00%	No change recommended
<b><i>Weekend Basic Events (e.g. family reunions, parties, 8 hours, does not include cleaning)</i></b>						
Current Year Rate - 2025	\$410.00	\$425.00	\$425.00	\$425.00	0.00%	No chane recommended - already taking reservation for 2025
Rate in 1 Year - 2026	n/a	n/a	\$440.00	\$440.00	0.00%	No change recommended - already taking reservations for 2026
Rate in 2 Years - 2027	n/a	n/a	n/a	\$445.00	new fee	Added additional year, reservations accepted 12 months in advance, with a 1% increase to cover anticipated operating cost increases
Each Additional Hour	\$45.00	\$45.00	\$50.00	\$50.00	0.00%	No change recommended; comparable w marketplace rates
Damage and Security Deposit	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	No change recommended
<b><i>Weekday Meeting Rentals</i></b>						
6 Hour Minimum	\$190.00	\$195.00	\$240.00	\$245.00	2.08%	Inflationary increase; consistent w/marketplace rates
Each Additional Hour	\$35.00	\$35.00	\$35.00	\$35.00	0.00%	No change recommended
Damage and Security Deposit	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	No change recommended
Outdoor Ceremony	\$100.00	\$100.00	\$100.00	\$100.00	0.00%	No change recommended
<b><u>WESTERN SERVICE CENTER</u></b>						
Weddings, Receptions, Private Parties, or Corporate Events	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	0.00%	No change recommended

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
Non-Profits, Community Organizations, or Public Agency Events	\$825.00	\$825.00	\$825.00	\$825.00	0.00%	No change recommended
Damage and Security Deposit	\$500.00	\$500.00	\$500.00	\$500.00	0.00%	No change recommended

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
<b><u>PICNIC SHELTERS</u></b>						
<b><i>Lake Byllesby Regional Park</i></b>						
Lakeside Shelter (weekend)	\$100.00	\$104.00	\$110.00	\$115.00	4.54%	Inflationary increase; consistent w/marketplace rates
Lakeside Shelter (weekday)	\$50.00	\$52.00	\$55.00	\$58.00	5.45%	Inflationary increase; consistent w/marketplace rates
<b><i>Lebanon Hills Regional Park</i></b>						
Jensen Shelter (weekend)	\$190.00	\$196.00	\$200.00	\$205.00	2.50%	Inflationary increase; consistent w/marketplace rates
Jensen Shelter (weekday)	\$95.00	\$98.00	\$100.00	\$103.00	3.00%	
Holland Shelter (weekend)	\$110.00	\$114.00	\$120.00	\$125.00	4.17%	Inflationary increase; consistent w/marketplace rates
Holland Shelter (weekday)	\$55.00	\$57.00	\$60.00	\$63.00	5.00%	Inflationary increase; consistent w/marketplace rates
Schulze Lakeview Deck (weekend)	\$110.00	\$114.00	\$120.00	\$126.00	5.00%	Inflationary increase; consistent w/marketplace rates
Schulze Lakeview Deck (weekday)	\$55.00	\$57.00	\$60.00	\$63.00	5.00%	Inflationary increase; consistent w/marketplace rates
West Trailhead Shelter	\$55.00	\$57.00	\$60.00	\$63.00	5.00%	Inflationary increase; consistent w/marketplace rates
<b><i>Miesville Ravine Park Reserve</i></b>						
Cannon Shelter (weekend)	\$50.00	\$52.00	\$60.00	\$65.00	8.34%	Inflationary increase; consistent w/marketplace rates
Cannon Shelter (weekday)	\$25.00	\$26.00	\$30.00	\$33.00	10.00%	Inflationary increase; consistent w/marketplace rates
Trout Brook Shelter (weekend)	\$50.00	\$52.00	\$60.00	\$65.00	8.34%	Inflationary increase; consistent w/marketplace rates
Trout Brook Shelter (weekday)	\$25.00	\$26.00	\$30.00	\$33.00	10.00%	Inflationary increase; consistent w/marketplace rates
<b><i>Spring Lake Park Reserve</i></b>						
West Shelter (weekend)	\$160.00	\$166.00	\$175.00	\$180.03	2.88%	
West Shelter (weekday)	\$80.00	\$83.00	\$88.00	\$90.00	2.28%	

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
East Shelter (weekend)	\$110.00	\$114.00	\$120.00	\$125.00	4.17%	Inflationary increase; consistent w/marketplace rates
East Shelter (weekday)	\$55.00	\$57.00	\$60.00	\$63.00	5.00%	Inflationary increase; consistent w/marketplace rates
Archery Shelter (weekend)	\$110.00	\$114.00	\$120.00	\$125.00	4.17%	Inflationary increase; consistent w/marketplace rates
Archery Shelter (weekday)	\$55.00	\$57.00	\$60.00	\$63.00	5.00%	Inflationary increase; consistent w/marketplace rates
<b>Thompson County Park</b>						
North Shelter (weekend)	\$160.00	\$166.00	\$175.00	\$205.00	17.14%	Consistent w/marketplace rate; plus increased custodial costs due to cleaning kitchen facilities
North Shelter (weekday)	\$130.00	\$136.00	\$140.00	\$103.00	-26.43%	Reduced weekday fees in order to be consistent with other shelters 50% reduced weekday rates
<b>Whitetail Woods Regional Park</b>						
Empire Lake Shelter (weekend)	\$160.00	\$166.00	\$175.00	\$205.00	17.14%	Consistent w/marketplace rates; plus increased custodial costs due to cleaning kitchen facilities
Empire Lake Shelter (weekday)	\$130.00	\$136.00	\$140.00	\$103.00	-26.43%	Reduced weekday fees in order to be consistent with other shelters 50% reduced weekday rates
Outdoor Ceremony at Ampitheater	\$100.00	\$100.00	\$100.00	\$100.00	0.00%	No change recommended
<b>Big Rivers Regional Trailhead</b>						
Big Rivers Shelter (weekend)			\$120.00	\$125.00	4.17%	Consistent w/marketplace rates. Shelter available first come, first serve; could be rented as part of a special use permit.
Big Rivers Shelter (weekday)			\$60.00	\$63.00	5.00%	Consistent w/marketplace rates. Shelter available first come, first serve; could be rented as part of a special use permit.
<b><u>SPECIAL PARK/TRAIL USE PERMIT</u></b>						
1-50 users	\$50.00	\$50.00	\$50.00	\$50.00	0.00%	No change recommended

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
51-150	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	No change recommended
151-300	\$300.00	\$300.00	\$300.00	\$300.00	0.00%	No change recommended
301-500	\$500.00	\$500.00	\$500.00	\$500.00	0.00%	No change recommended
500+	\$700.00	\$700.00	\$700.00	\$700.00	0.00%	No change recommended
Damage and Security Deposit (less than 500)	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	No change recommended
Damage and Security Deposit (500+)	\$300.00	\$300.00	\$300.00	\$300.00	0.00%	No change recommended
<u>Commercial &amp; Professional Photography</u>						
Daily Pass	\$40.00	\$40.00	\$40.00	\$40.00	0.00%	No change recommended
Annual Pass	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	No change recommended
<u>Advertisement &amp; Product Photography</u>						
Still Photography (per day)	\$200.00	\$200.00	\$200.00	\$200.00	0.00%	No change recommended
Video Photography (per day)	\$400.00	\$400.00	\$400.00	\$400.00	0.00%	No change recommended
<b>ACTIVITY PASSES</b>						
<b><i>Cross Country Ski Pass</i></b>						
Daily	\$6.00	\$6.00	\$6.00	\$6.00	0.00%	No changes recommended
Season- Individual Adult Pass	\$25.00	\$25.00	\$25.00	\$25.00	0.00%	
Replacement Season- Individual Adult Pass	\$5.00	\$5.00	\$5.00	\$5.00	0.00%	

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
<b>Horse Trail Pass</b>						No changes recommended
Daily (NOT including sales tax)	\$6.00	\$6.00	\$6.00	\$6.00	0.00%	
Season- Individual Adult Pass	\$35.00	\$35.00	\$35.00	\$35.00	0.00%	
<b>Dakota Woods Dog Park Pass</b>						
Daily (NOT including sales tax)	\$6.00	\$6.00	\$6.00	\$8.00	33.33%	Increase due to added amenities of water and lighting
Annual (not including sales tax)	\$40.00	\$40.00	\$40.00	\$45.00	12.50%	Increase due to added amenities of water and lighting
<b>Archery Trail Pass</b>						
Daily (NOT including sales tax)	\$6.00	\$6.00	\$6.00	\$6.00	0.00%	No change recommended
Season- Individual Adult Pass	\$35.00	\$35.00	\$35.00	\$35.00	0.00%	No change recommended
<b>Community Garden Plot Rental - full plot</b>	\$30.00	\$35.00	\$35.00	\$35.00	0.00%	No change recommended
<b>Community Garden Plot Rental - half plot</b>	n/a	n/a	n/a	\$20.00	New fee	New fee; interested in offering half plot option for gardeners

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
<b><u>RENTAL EQUIPMENT</u></b>						
<b><i>Canoes, Kayaks, and Paddleboats</i></b>						
Hourly/Event Rate	\$10.00	\$10.00	\$10.00	\$12.00	20.00%	Consistent w/marketplace rates; covering increased staff costs
3 Hour Rate	\$24.00	\$24.00	\$24.00	\$30.00	25.00%	
Daily Rate	\$35.00	\$35.00	\$35.00	\$45.00	28.57%	
<b><i>Lightweight Wenonah Canoe</i></b>						
Half-day rate (<4 hours)	\$30.00	\$30.00	\$30.00	\$35.00	16.67%	Consistent w/marketplace rates; covering increased staff costs
Full-day rate (>4 hours)	\$50.00	\$50.00	\$50.00	\$55.00	10.00%	
Lifejacket, Paddle, and/or Portage Cart only	\$5.00	\$5.00	\$5.00	\$5.00	0.00%	No change recommended
<b><i>Stand Up Paddleboards</i></b>						
Hourly Rate	\$15.00	\$15.00	\$15.00	\$17.00	13.33%	Consistent w/marketplace rates; covering increased staff costs
<b><i>Snowshoes</i></b>						
Adult Package (1 hour)	\$7.00	\$7.00	\$7.00	\$10.00	42.86%	Consistent w/marketplace rates; covering increased staff costs
Adult Package (3 hours)	\$17.00	\$17.00	\$17.00	\$24.00	41.18%	
Adult Package (with camper cabin rental, first night rental)	-	\$17.00	\$17.00	\$24.00	41.18%	
Adult Package (with camper cabin rental, each additional night rental)	-	\$7.00	\$7.00	\$10.00	42.86%	
Child Package (1 hour)	\$5.00	\$5.00	\$5.00	\$7.00	40.00%	



**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation	
Child Package (3 hours)	\$12.00	\$12.00	\$12.00	\$17.00	41.67%		
Child Package (with camper cabin rental, first night rental)	-	\$12.00	\$12.00	\$17.00	41.67%		
Child Package (with camper cabin rental, each additional night rental)	-	\$5.00	\$5.00	\$7.00	40.00%		
<b><i>Cross-Country Ski Packages</i></b>							
Adult Package (1 hour)	\$10.00	\$10.00	\$10.00	\$12.00	20.00%		
Adult Package (3 hours)	\$24.00	\$24.00	\$24.00	\$30.00	25.00%		
Adult Package (with camper cabin rental, first night rental)	-	\$24.00	\$24.00	\$30.00	25.00%		
Adult Package (with camper cabin rental, each additional night rental)	-	\$10.00	\$10.00	\$12.00	20.00%	Consistent w/marketplace rates; covering increased staff costs	
Child Package (1 hour)	\$7.00	\$7.00	\$7.00	\$10.00	42.86%		
Child Package (3 hours)	\$17.00	\$17.00	\$17.00	\$24.00	41.18%		
Child Package (with camper cabin rental, first night rental)	-	\$17.00	\$17.00	\$24.00	41.18%		
Child Package (with camper cabin rental, each additional night rental)	-	\$7.00	\$7.00	\$10.00	42.86%		
Skis Only (1 hour)	\$5.00	\$5.00	\$5.00	\$5.00	0.00%		No change recommended
Boots Only (1 hour)	\$4.00	\$4.00	\$4.00	\$5.00	25.00%		Change results in consistent fees for skis, boots, poles
Poles Only (1 hour)	\$2.00	\$2.00	\$2.00	\$5.00	150.00%		
<b><i>Kicksleds (hourly or event rate)</i></b>	\$5.00	\$5.00	\$5.00	\$7.00	40.00%	Consistent w/marketplace rates; covering increased staff costs	
<b><u>OTHER FEES</u></b>							

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
Maintenance Coverage (per hour)	\$86.94	\$89.55	\$93.00	\$96.00	3.23%	Inflationary increase
Park Patrol (per hour)	\$51.01	\$52.54	\$55.00	\$57.00	3.64%	
Operations Staff (per hour)	\$23.18	\$23.88	\$25.00	\$30.00	20.02%	
Cleaning Service (for Dakota Lodge)	\$395.00	\$395.00	\$395.00	\$395.00	0.00%	No change recommended
Insurance Coverage	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	
Entertainment Equipment and Tent Permit Fee (per unit)	\$50.00	\$50.00	\$50.00	\$50.00	0.00%	
Extra Dumpster (base fee plus County contract cost)	\$10.00	\$10.00	\$10.00	\$20.00	100.00%	Increase to account for increased staff costs for processing and coordinating
Portable Toilet (base fee plus County contract cost)	\$10.00	\$10.00	\$10.00	\$20.00	100.00%	
<u>Race/Meet (school or nonprofit)</u>						
Base Rate (<= 5 teams)	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	Name change: Deleted "ski" from the category in order to be more inclusive of other potential races (mountain bike, cross-country running, etc.)
Add. Fee (for each team over 5)	\$25.00	\$25.00	\$25.00	\$25.00	0.00%	No change recommended
<b>Deer Hunt Fees</b>						
Deer Hunt Application Fee	\$5.00	\$8.00	\$8.00	\$0.00	-100.00%	Metro Bowhunters Resource Base (MBRB) is to manage Hunt Registration starting next year, and will charge \$30 annual fee. Parks doesn't want fees to be a barrier for hunters to participate. We are in align with Washington County Parks and Three Rivers Park District, who also work with MBRB, and don't charge any hunt fees.
Deer Hunt Fee	\$14.00	\$20.00	\$20.00	\$0.00	-100.00%	

**Dakota County Recommended 2025 Fee Schedule:  
Parks**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes - all fees are pre-tax except Ski Pass fees which are non-taxable per legislation
Waterfowl Hunt Daily Parking Permit	\$10.00	\$10.00	\$10.00	\$10.00	0.00%	No change recommended
<b>OUTDOOR EDUCATION PROGRAMS and EVENTS</b>						
<i>Fees for each program are established on a seasonal basis and approved by the Parks Director as directed by County Board Resolution No. 99-674.</i>						
<p>The Dakota County Board of Commissioners authorizes the Parks Director to discount the fees in Parks 2025 Fee Schedule, for the purpose of offering incentives to the public in order to increase park facility usage and park program participation, provided that no such discount be offered without prior notice to the County Board. The 2025 Fees are effective January 1, 2025 except for equipment rental fees, which take effect on November 1, 2024.</p>						

**Dakota County Recommended 2025 Fee Schedule:  
Plat Reviews**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes	
<u>Chapters 505 and 508</u>							
Subdivision Plats and Registered Land Surveys (RLS), Not Contiguous to a County Road							
Per Plat	\$330.00	\$340.00	\$350.00	\$360.00	2.86%	The actual costs of reviewing plats are variable and are impacted by the number of plats, number of lots, degree of plat difficulty, legal description, and plat reviewer. Changed the "per unit" cost for CIC plats to match per "lot, outlot, tract." No changes to Contiguous Fee.	
Per Lot, Outlot, Tract	\$33.00	\$34.00	\$35.00	\$36.00	2.86%		
Minimum	\$800.00	\$825.00	\$850.00	\$875.00	2.94%		
Subdivision Plats and Registered Land Surveys (RLS), Contiguous to a County Road (not applicable to replats of lots or outlots recorded within 1 year)							
Per Plat	\$330.00	\$340.00	\$350.00	\$360.00	2.86%		
Per Lot, Outlot, Tract	\$33.00	\$34.00	\$35.00	\$36.00	2.86%		
Minimum	\$1,250.00	\$1,300.00	\$1,350.00	\$1,375.00	1.85%		
Contiguous Plat Review Fee (included)	\$450.00	\$475.00	\$500.00	\$500.00	0.00%		
<u>Chapter 515B</u>							
Common Interest Community (CIC) Plats							
Per Plat	\$330.00	\$340.00	\$350.00	\$360.00	2.86%		
Per Unit	\$38.00	\$39.00	\$40.00	\$36.00	-10.00%		
Minimum for Supplemental Plats	\$590.00	\$600.00	\$625.00	\$650.00	4.00%		
Minimum for Original Plats	\$925.00	\$950.00	\$975.00	\$1,000.00	2.56%		
<u>Recheck Fees</u>							
For Subdivision Plats, RLS's, or CIC Plats Returned More Than Twice for Corrections (recheck fees may also apply to plats that are inactive for over one year and became active again)							
	\$340.00	\$340.00	\$350.00	\$360.00	2.86%		
<u>Revision Fees</u>							
Revisions Made After the Initial Review of Subdivision Plats, RLS's, or CIC Plats Has Been Completed							
Flat Fee	\$145.00	\$155.00	\$160.00	\$165.00	3.13%		
Additional Fee per Affected Lot, Outlot, Tract, or Unit	\$33.00	\$34.00	\$35.00	\$36.00	2.86%		

Dakota County Recommended 2025 Fee Schedule:  
Public Service Revenue

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
<b>PROFESSIONAL LICENSES</b>						
Assemblage of Large Number of People	\$313.00	\$322.00	\$332.00	\$341.99	3.01%	M.S. § 375.40, Rounded for ease of collection
Assemblage of Large Number of People - Late Fee	\$173.00	\$178.00	\$183.00	\$189.00	3.28%	M.S. § 375.40, Rounded for ease of collection
Auctioneer License	\$20.00	\$20.00	\$20.00	\$20.00	0.00%	M.S. § 330.3.01~'the applicant shall pay into the county treasury a fee of \$20'
Notice of Claim (+ mailing)	\$34.00	\$35.00	\$36.00	\$37.00	2.78%	M.S. § 574.32, Rounded for ease of collection
Intoxicating Liquor - On Sale	\$4,020.00	\$4,141.00	\$4,265.00	\$4,392.95	3.00%	M.S. § 340A.408s2, Rounded for ease of collection
Intoxicating Liquor - Off Sale	\$800.00	\$800.00	\$800.00	\$800.00	0.00%	M.S. § 340A.408s3 'county fee for off-sale license shall not exceed \$800'
Intoxicating Liquor – On and Off Sale	\$4,155.00	\$4,280.00	\$4,410.00	\$4,544.95	3.06%	M.S. § 340A.408s2, Rounded for ease of collection
Intoxicating Liquor – On Sale Sunday	\$200.00	\$200.00	\$200.00	\$200.00	0.00%	M.S. § 340A.504s3 'license issued by the county, fee may not exceed \$200'
Intoxicating Liquor - On Sale 2:00 am closing	\$3,685.00	\$3,796.00	\$3,910.00	\$4,028.08	3.02%	M.S. § 340A.504s7, Rounded for ease of collection
Intoxicating Liquor - Temporary License	\$68.00	\$70.00	\$72.00	\$74.50	3.47%	M.S. § 340A.504s3, Rounded for ease of collection
Intoxicating Liquor - Ag Society Fair 7-day Temporary License	\$100.00	\$100.00	\$103.00	\$106.00	2.91%	M.S. § 340A.410s10, Rounded for ease of collection
3.2% Liquor - On Sale	\$257.50	\$265.00	\$273.00	\$281.00	2.93%	M.S. § 340A.408s1, Rounded for ease of collection
3.2% Liquor - Off Sale	\$257.50	\$265.00	\$273.00	\$281.00	2.93%	M.S. § 340A.408s1, Rounded for ease of collection
3.2% Liquor - Temporary On Sale	\$68.00	\$70.00	\$72.00	\$74.50	3.47%	M.S. § 340A.403s2, Rounded for ease of collection
Set-Up and Consumption License	\$263.00	\$271.00	\$279.00	\$288.01	3.23%	M.S. § 340A.414s6 'county may impose an additional fee of not more than \$300'
Temporary Set-Up and Consumption License	\$25.00	\$25.00	\$25.00	\$25.00	0.00%	M.S. § 340A.414s9 'fee for permit may not exceed \$25'
Tobacco License (2-year)	\$838.00	\$863.00	\$889.00	\$916.03	3.04%	M.S. § 461.12s1, Rounded for ease of collection
Transient Merchant License	\$150.00	\$150.00	\$150.00	\$150.00	0.00%	Fee set in statute -- M.S. § 329.11 'shall pay to the county a license fee of \$150
Precious Metal License	\$75.00	\$77.00	\$79.00	\$82.00	3.80%	M.S. § 325F.733s2, Rounded for ease of collection
<b>DOCUMENT PROCESSING</b>						
Plat Book (Including Sales Tax)	\$42.00	\$43.00	\$44.00	\$45.00	2.26%	Rounding for ease of collection. M.S. 373.41
Property Transfer Requests (per page + setup + IT time)	\$0.56	\$0.58	\$0.60	\$0.62	3.50%	Rounding for ease of collection. M.S. 373.41
Property Split Request (per parcel)	\$54.50	\$56.00	\$58.00	\$60.00	3.45%	Exclusive of M.S. § 357.18 and 357.181, Rounding for ease of collection
Screen prints	\$4.90	\$5.00	\$5.15	\$5.30	2.75%	Rounding for ease of collection. M.S. § 373.41
Safe Keeping Fee	\$112.01	\$115.00	\$118.00	\$120.99	2.54%	Rounding for ease of collection. M.S. § 373.41
<b>PROPERTY DESCRIPTION</b>						
Green Acre Payback Calc (per parcel + Asses time)	\$58.50	\$60.00	\$61.50	\$63.00	2.43%	Rounding for ease of collection. M.S. § 373.41
Open Space Payback Calc (per parcel + Asses time)	\$106.00	\$110.00	\$113.00	\$116.00	2.66%	Rounding for ease of collection. M.S. § 373.41
<b>TAXATION</b>						
City Special Assessment Collection (per parcel & project)	\$5.30	\$5.50	\$5.70	\$5.80	1.75%	Rounding for ease of collection. MS § 373.41
Special Assessment Correction Fee (per parcel & per project)	\$25.00	\$25.00	\$26.00	\$26.00	0.00%	No increase to align with other counties
(NEW) Special Assessment Set-up (Per Project)	N/A	N/A	N/A	\$25.00	100.00%	New Fee: Dakota County Property Taxation is recommending the creation of a \$25 special assessment set-up fee to recover costs associated with the administrative expense. The set-up fee aligns with our existing set up fees .
Audit of SD, City or Town (per page)	\$44.00	\$45.00	\$46.00	\$46.99	2.17%	Rounding for ease of collection. MS § 373.41
Auditors Certificate	\$400.00	\$400.00	\$400.00	\$410.00	2.50%	Rounding for ease of collection. MS § 373.41. Change title from: Bonding Cert//Certification of 10 largest taxpayers to Auditors Certificate Request.
Auditors Certificate/Largest Taxpayer (per page)	\$111.00	\$111.00	\$111.00	\$115.00	3.60%	Rounding for ease of collection. MS § 373.4. Change title from: Bonding Cert/Largest Taxpayers - Single Page to Auditors Cert./Largest Taxpayer (Per Page).

Dakota County Recommended 2025 Fee Schedule:  
Public Service Revenue

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
Confession of Judgment Setup	\$144.00	\$148.00	\$148.00	\$148.00	0.00%	No increase to align with other counties
Confession of Judgment Certified Copy Fee	\$14.00	\$14.00	\$14.00	\$14.00	0.00%	Fee is mandated at \$14 per M.S. § 357.021
Notice of Expiration of Redemption Fee	\$100.00	\$103.00	\$105.00	\$108.00	2.86%	No increase to align with other counties Rounding for ease of collection. M.S. § 373.41
Delinquent Property Tax List	\$160.00	\$165.00	\$170.00	\$175.00	2.94%	Change title from: Delinquent Tax Tape or Report (+IT)/Tax Info Disk Write to Delinquent Property Tax List.
Delinquent Tax Judgment Publication Fee	\$44.00	\$45.00	\$46.00	\$48.00	4.34%	Rounding for ease of collection. M.S. § 373.41-Increased mailing and Publication Costs
Tax Forfeit Property List	\$25.50	\$26.25	\$27.00	\$28.00	3.71%	Rounding for ease of collection. M.S. § 373.41
Electronic Property Tax File	\$460.00	\$475.00	\$490.00	\$505.00	3.06%	Rounding for ease of collection. M.S. § 373.41 Change title from: Multiple Escrow Tape Submission (+IT) to Electronic Property Tax File (EPTF).
Prior Yr Tax Research (hourly)	\$46.00	\$47.50	\$48.00	\$49.00	2.08%	Rounding for ease of collection. M.S. § 373.41
Repurchase Tax Forfeit Property	\$350.00	\$360.00	\$370.00	\$370.00	0.00%	No increase to align with other counties
Tax Search	\$5.00	\$5.00	\$5.00	\$5.00	0.00%	M.S. § 385.42, maximum of \$5 per parcel
Statement of Unpaid Taxes	\$5.00	\$5.00	\$5.00	\$5.00	0.00%	M.S. § 385.42, maximum of \$5 per parcel
Special Assessment Search	\$5.00	\$5.00	\$5.00	\$5.00	0.00%	M.S. § 385.42, maximum of \$5 per parcel
Certified No Delinquent Ltr/Spec Assmt Search	\$5.00	\$5.00	\$5.00	\$5.00	0.00%	M.S. § 385.42, maximum of \$5 per parcel
Duplicate Tax Statement (current & prior yr -- non-owner only)	\$8.00	\$8.00	\$8.00	\$8.00	0.00%	No increase to align with other counties
TIF Early Decertification	\$318.00	\$327.50	\$337.00	\$347.01	2.97%	Rounding for ease of collection. M.S. § 373.41
TIF Maintenance (Base)	\$600.00	\$618.00	\$618.00	\$618.00	0.00%	No increase to align with other counties
TIF Maintenance (per Parcel)	\$29.00	\$30.00	\$31.00	\$32.00	3.23%	Rounding for ease of collection. M.S. § 373.41
TIF Plan Modification	\$790.00	\$815.00	\$815.00	\$815.00	0.00%	No increase to align with other counties
Delayed Excess Interest Fee (Decertified Only)	\$67.00	\$69.00	\$71.00	\$73.00	2.82%	Rounding for ease of collection. M.S. § 373.41 Change title from: TIF Reporting Fee for TIF Districts that have decertified and continue to hold money to <u>Delay Excess Increment Fee (Decertified Only)</u>
TIF Setup Base	\$906.00	\$933.00	\$933.00	\$933.00	0.00%	No increase to align with other counties
TIF Setup (per Parcel)	\$30.00	\$31.00	\$31.00	\$31.00	0.00%	No increase to align with other counties
<b>SUBSCRIPTION FEES:</b>						
RecordEASE Monthly Subscription	\$30.00	\$30.00	\$30.00	\$30.00	0.00%	Contractual Fee
RecordEASE Search	\$0.50	\$0.50	\$0.50	\$0.50	0.00%	Contractual Fee
RecordEASE View Recorded Documents	\$1.50	\$1.50	\$1.50	\$1.50	0.00%	Contractual Fee
RecordEASE View Certificates of Title (Torrens)	\$2.50	\$2.50	\$2.50	\$2.50	0.00%	Contractual Fee
RecordEASE Tract Page	\$2.50	\$2.50	\$2.50	\$2.50	0.00%	Contractual Fee
RecordEASE Tract Card	\$2.50	\$2.50	\$2.50	\$2.50	0.00%	Contractual Fee
RecordEASE Recorded Plat	\$5.00	\$5.00	\$5.00	\$0.00	-100.00%	Being eliminated. Plats are available on county site at no charge.
<b>OCCASIONAL USER FEES:</b>						
RecordEASE Access Per Session		\$5.00	\$5.00	\$5.00	0.00%	Consistent with Minnesota Peers. M.S. § 373.41
RecordEASE Search		\$1.00	\$1.00	\$1.00	0.00%	Consistent with Minnesota Peers. M.S. § 373.41
RecordEASE View Recorded Documents		\$2.00	\$2.00	\$2.00	0.00%	Consistent with Minnesota Peers. M.S. § 373.41
RecordEASE View Certificates of Title (Torrens)		\$3.00	\$3.00	\$3.00	0.00%	Consistent with Minnesota Peers. M.S. § 373.41
RecordEASE Tract Page		\$3.00	\$3.00	\$3.00	0.00%	Consistent with Minnesota Peers. M.S. § 373.41

Dakota County Recommended 2025 Fee Schedule:  
Public Service Revenue

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
RecordEASE Tract Card		\$3.00	\$3.00	\$3.00	0.00%	Consistent with Minnesota Peers. M.S. § 373.41
<b>COPY FEES:</b>						
Non-Certified Copies (per page)	\$1.00	\$1.00	\$1.00	\$1.00	0.00%	Consistent with Minnesota Peers. M.S. § 373.41
Certified Copy of a Document	\$10.00	\$10.00	\$10.00	\$10.00	0.00%	Fee set in statute. M.S. § 357.18
Non-certified Copy of a Plat or Register Land Survey (to scale)	\$10.00	\$10.00	\$10.00	\$10.00	0.00%	Fee set in statute. M.S. § 357.18 and 508.82
Non-certified Copy of a Plat or Register Land Survey (reduced); per page	\$1.00	\$1.00	\$1.00	\$1.00	0.00%	Consistent with Minnesota Peers. M.S. § 373.41
Certified Copy of a Plat or Registered Land Survey	\$15.00	\$15.00	\$15.00	\$15.00	0.00%	Fee set in statute. M.S. § 357.18 and 508.82
Non-certified Copy of Condominium Floor Plans (to scale); per page; \$10.00 minimum	\$1.00	\$1.00	\$1.00	\$1.00	0.00%	Fee set in statute. M.S. § 357.18
Certified Copy of the Certificate of Title	\$10.00	\$10.00	\$10.00	\$10.00	0.00%	Fee set in statute. M.S. § 508.82
<b>VITAL STATISTICS</b>						
Birth Certificate (Original)	\$26.00	\$26.00	\$26.00	\$26.00	0.00%	Fee set in statute. M.S. § 144.226.
Birth Certificate (Subsequent)	\$19.00	\$19.00	\$19.00	\$19.00	0.00%	Fee set in statute. M.S. § 144.226.
Marriage Certificate	\$9.00	\$9.00	\$9.00	\$9.00	0.00%	Fee set in statute. M.S. § 144.226
Marriage License With Education	\$40.00	\$40.00	\$40.00	\$40.00	0.00%	Fee set in statute. M.S. § 517.08.
Marriage License Without Education	\$115.00	\$115.00	\$115.00	\$115.00	0.00%	Fee set in statute. M.S. § 517.08.
Marriage Amendment Fee	\$42.00	\$42.00	\$42.00	\$42.00	0.00%	Fee set in statute. M.S. § 373.41.
Death Certificate (Original)	\$13.00	\$13.00	\$13.00	\$13.00	0.00%	Fee set in statute. M.S. § 144.226.
Death Certificate (Subsequent)	\$6.00	\$6.00	\$6.00	\$6.00	0.00%	Fee set in statute. M.S. § 144.226.
Expedite Fee for Birth/Death Records	\$20.00	\$20.00	\$20.00	\$20.00	0.00%	Fee set in statute. M.R. § 4601.04004 s4~
Marriage Application Info List	\$49.50	\$51.00	\$53.00	\$54.50	2.83%	Rounding for ease of collection.
Passport photo	\$12.00	\$12.50	\$13.00	\$13.50	3.85%	M.S. § 373.41.
Notary Authentication	\$5.00	\$5.00	\$5.00	\$5.00	0.00%	Fee set in statute. M.S. § 357.021.
Notary Filing	\$20.00	\$20.00	\$20.00	\$20.00	0.00%	Fee set in statute. M.S. § 357.021
Notary Service	\$5.00	\$5.00	\$5.00	\$5.00	0.00%	Fee set in statute. M.S. §357.17
Minister Credentials Recording (renamed)	\$8.25	\$8.50	\$8.75	\$15.00	71.40%	M.S. § 517.05. Due to Statute changes that went into effect last year, the requirements to become a marriage officiant are much less. Applicants just have to prove they're 21yrs or older and pay the fee. Because of this, the service has become more popular and staff are fielding a lot more questions. We're also a lot lower than surrounding counties. We currently charge \$8.75. We're proposing a fee increase to \$15.00. This would make us the same as Washington County, but lower than Hennepin (\$45), Scott (\$20) and Anoka (\$20).
<b>DNR</b>						
Game and Fish Stamp Issuing Fee DNR	\$0.50	\$0.50	\$0.50	\$0.50	0.00%	Fee set by statute.
<b>OVERDUE FINES</b>						
Adult materials						
Per day, per item	\$0.30	\$0.30	\$0.30	\$0.00	-100.00%	All overdue fines were eliminated per Board approval in 2023.
DVDs	\$0.30	\$0.30	\$0.30	\$0.00	-100.00%	All overdue fines were eliminated per Board approval in 2023.

Dakota County Recommended 2025 Fee Schedule:  
Public Service Revenue

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
Maximum per item (paperbacks and magazines)	\$8.50 or cover price (which ever is lower)	\$8.50 or cover price (which ever is lower)	\$8.50 or cover price (which ever is lower)	\$8.50 or cover price (which ever is lower)	-100.00%	All overdue fines were eliminated per Board approval in 2023.
Maximum per item (other)	\$16.00	\$16.00	\$16.00	\$0.00	-100.00%	All overdue fines were eliminated per Board approval in 2023.
<b>DVDs</b>						
Per day, per item	\$0.00					All overdue fines were eliminated per Board approval in 2023.
Maximum	\$16.00	\$16.00	\$16.00	\$0.00	-100.00%	All overdue fines were eliminated per Board approval in 2023.
<b>OTHER LIBRARY FEES</b>						
Bifokal Kits (per day, per item)	\$1.00	\$1.00	\$1.00	\$0.00	-100.00%	All overdue fines were eliminated per Board approval in 2023.
Book Group Discussion Kits (per day, per item)	\$1.00	\$1.00	\$1.00	\$0.00	-100.00%	All overdue fines were eliminated per Board approval in 2023.
Energy Monitor (per day, per item)	\$1.00	\$1.00	\$1.00	\$0.00	-100.00%	All overdue fines were eliminated per Board approval in 2023.
Collection Agency Fee	\$15.75	\$10.00	\$10.00	\$10.00	0.00%	Matches vendor fee being charged - cost of item.
Damaged/Lost Item						
Fax transmissions (per page)	\$1.00	\$1.00	\$1.00	\$1.00	0.00%	Simplifies transactions -- reduces change needed in coin box . M.S. 373.41
Non-Resident Library Card Annual Fee	\$60.00	\$60.00	\$60.00	\$60.00	0.00%	M.S. 373.41
Photocopies (per page)						
B/W	\$0.15	\$0.15	\$0.15	\$0.15	0.00%	M.S. 373.41
Color	\$0.50	\$0.50	\$0.50	\$0.50	0.00%	Simplifies transactions -- reduces change needed in coin box . M.S. 373.41
Staff-assisted copies of official Dakota County Library documents	\$0.25	\$0.25	\$0.25	\$0.25	0.00%	
Returned Check Fee	\$30.00	\$30.00	\$30.00	\$30.00	0.00%	M.S. 604.113
<b>ELECTIONS</b>						
Election data: Public Information list, accepted absentee list, rejected absentee list, etc.	\$30.00	\$30.00	\$30.00	\$30.00	0.00%	M.S. § 373.41; credit card accepted (Hastings)
Address Labels/Spreadheets	\$45.00	\$46.50	\$47.89	\$48.92	2.15%	Recommend rounding for ease of collection. M.S. § 373.42
Precinct Finder - County Wide	\$47.00	\$48.50	\$49.96	\$50.98	2.06%	Rounding for ease of collection. M.S. § 373.41; credit card accepted (Hastings)
Precinct Finder - Individual City	\$18.00	\$18.50	\$19.06	\$19.57	2.68%	Rounding for ease of collection. M.S. § 373.41; credit card accepted (Hastings)



**Dakota County Recommended 2025 Fee Schedule:  
Sheriff's Office**

FEES						
Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
<b>Administrative Fees</b>						
Check Service Fee (fee is per check)	\$30.00	\$30.00	\$30.00	\$30.00	0.00%	
Copy Costs (per side; up to 100 pages)	\$0.25	\$0.25	\$0.25	\$0.25	0.00%	
Dangerous Dog Registration	\$250.00	\$250.00	\$250.00	\$250.00	0.00%	
<u>Copies of Public Data</u>						
1-100 pages black.white & letter/legal		\$0.25/page	\$0.25/page	\$0.25/page	0.00%	Limited by Minn. Government Data Practices Act
all other public data		actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit data and the copies	0.00%	
<u>Copies of Private and Nonpublic Data</u>						
Copies requested by a person or entity who is not the data subject		actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit data and the copies	0.00%	

**Dakota County Recommended 2025 Fee Schedule:  
Sheriff's Office**

<b>FEES</b>						
<b>Fee Description</b>	<b>2022 Fee (\$)</b>	<b>2023 Fee (\$)</b>	<b>2024 Fee (\$)</b>	<b>2025 Proposed Fee (\$)</b>	<b>% Change</b>	<b>Notes</b>
Copies requested by the data subject		actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit data and the copies	actual and reasonable cost to search for, retrieve, make, certify, compile, and transmit data and the copies	0.00%	
<b>Civil Fees</b>						
Civil Fee for Service	\$70.00	\$80.00	\$80.00	\$80.00	0.00%	
Foreclosure Sales/Sheriff's Certificates	\$70.00	\$80.00	\$80.00	\$80.00	0.00%	
Judgment Sale/Foreclosure by Action (including posting, service, and sale)	\$200.00	\$225.00	\$225.00	\$225.00	0.00%	
Mechanics Lien/Execution Sales (includes sale and mileage)	\$85.00	\$100.00	\$100.00	\$100.00	0.00%	
Notice of Intent to Redeem	\$100.00	\$100.00	\$100.00	\$100.00	0.00%	
Redemptions	\$250.00	\$250.00	\$250.00	\$250.00	0.00%	
Replevin Fee	\$100.00	\$150.00	\$150.00	\$150.00	0.00%	
Writ of Execution	\$80.00	\$80.00	\$80.00	\$80.00	0.00%	
Writ of Recovery	\$125.00	\$125.00	\$125.00	\$125.00	0.00%	
<b>Gun Permit Fees</b>						
Permit to Carry - Application	\$75.00	\$75.00	\$75.00	\$75.00	0.00%	
Permit to Carry - Renewal (1 to 90 days before expiration)	\$50.00	\$50.00	\$50.00	\$50.00	0.00%	
Permit to Carry - Renewal (1 to 30 days after expiration)	\$50.00	\$50.00	\$50.00	\$50.00	0.00%	
Permit to Carry - Change of Address/Replacement Card	\$10.00	\$10.00	\$10.00	\$10.00	0.00%	
<b>Jail Fees</b>						
Booking Fee	\$25.00	\$25.00	\$25.00	\$25.00	0.00%	
Daily Jail Booking Report (per month)	\$35.00	\$35.00	\$35.00	\$35.00	0.00%	
Fingerprints	\$20.00	\$20.00	\$20.00	\$20.00	0.00%	

**Dakota County Recommended 2025 Fee Schedule:  
Sheriff's Office**

<b>FEES</b>						
<b>Fee Description</b>	<b>2022 Fee (\$)</b>	<b>2023 Fee (\$)</b>	<b>2024 Fee (\$)</b>	<b>2025 Proposed Fee (\$)</b>	<b>% Change</b>	<b>Notes</b>
Out-of-County Boarding Straight Time (per day)	\$115.00	\$120.00	\$120.00	\$120.00	0.00%	
Pay-to-Stay (per day)	\$25.00	\$25.00	\$25.00	\$25.00	0.00%	
Work Release Fee (per day)	\$25.00	\$25.00	\$25.00	\$25.00	0.00%	
Work Release For Out-of-County Boarders (per day)	\$115.00	\$120.00	\$120.00	\$120.00	0.00%	

**Dakota County Recommended 2025 Fee Schedule:**

**Transportation**

Fee Description	2022 Fee (\$)	2023 Fee (\$)	2024 Fee (\$)	2025 Proposed Fee (\$)	% Change	Notes
<b>Transportation</b>						
<u>Transportation Permit Fees</u>						
Registration Fee (Residential/Commercial)	\$40.00	\$40.00	\$40.00	\$40.00	0.00%	Minn. Stat. §§ 237.162 & 163 state that County fees only cover actual costs for managing highway right-of-ways, and cannot generate excess revenue. The current & proposed fees are consistent with state statute. Transportation also considered our fees against other metro Counties when deciding not to increase the fees. Our fees were comparably in the middle of the scale. Payment for these fees can be made by credit card through our online permit system or by manual process.
Right of Way Fees						
Access Permit (Residential/Agricultural)	\$135.00	\$135.00	\$135.00	\$135.00	0.00%	
Access Permit (Commercial/New Street)	\$370.00	\$370.00	\$370.00	\$370.00	0.00%	
Utility Service Permit (up to first 1320')	\$250.00	\$250.00	\$250.00	\$250.00	0.00%	
Utility Service Permit (per foot over 1320')	\$0.15	\$0.15	\$0.15	\$0.15	0.00%	
Work in the Right-Of-Way (Excavation/Grading Permit)	\$350.00	\$350.00	\$350.00	\$350.00	0.00%	
Landscape Obstruction	\$85.00	\$85.00	\$85.00	\$85.00	0.00%	
Obstruction	\$125.00	\$125.00	\$125.00	\$125.00	0.00%	
Delay Penalty (for up to 3 days of non-completion and no prior notice before the estimated completion date)	\$100.00	\$100.00	\$100.00	\$100.00	0.00%	
Delay Penalty (after 3 days, per day)	\$15.00	\$15.00	\$15.00	\$15.00	0.00%	
Annual Oversize Truck Permits	\$250.00	\$250.00	\$250.00	\$250.00	0.00%	
Single Trip Permit (up to first 220k lbs)	\$25.00	\$25.00	\$25.00	\$25.00	0.00%	
Single Trip Permit (over 220k lbs, per additional 100k lbs)	\$25.00	\$25.00	\$25.00	\$25.00	0.00%	
<u>Signal Maintenance for Cities Fees</u>						
City Signal Maintenance Fee	\$1,410.00	\$1,425.00	\$1,425.00	\$1,425.00	0.00%	Fee reflects operational cost of signal maintenance.
City Signal- New Signal Initial Setup Fee	\$1,500.00	\$1,540.00	\$1,540.00	\$1,540.00	0.00%	Fee reflects operational cost of signal maintenance.



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3891

**Agenda #:** 6.1

**Meeting Date:** 10/29/2024

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Approval of Minutes of Meeting Held on October 8, 2024



# Dakota County

## Board of Commissioners

### Minutes

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Tuesday, October 8, 2024

9:00 AM

Boardroom, Administration Center,  
Hastings, MN

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#### 1. Call To Order And Roll Call

**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; Kathryn M. Keena, County Attorney; Tom Donely, First Assistant County Attorney; and Jeni Reynolds, Sr. Administrative Coordinator to the Board.

#### 2. Pledge Of Allegiance

The meeting was called to order at 9:00 a.m. by Chair Atkins who welcomed everyone and opened the meeting with the Pledge of Allegiance.

#### 3. Audience

Chair Atkins noted that all public comments can be sent to [CountyAdmin@co.dakota.mn.us](mailto:CountyAdmin@co.dakota.mn.us)  
The following came forward with comments:  
Tom Lopac (Eagan), Post-Election Review  
Katherine Guthrie (Eagan), Election Process  
John Joslin (Eagan), Election Process  
David Hahn (Apple Valley), Election Process

#### 4. Agenda

**4.1** Resolution No: 24-490  
Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: William Droste

Ayes: 7

#### CONSENT AGENDA

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

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**5. County Administration - Approval of Minutes****5.1** Resolution No: 24-491

Approval of Minutes of Meeting Held on September 24, 2024

Motion: Mike Slavik

Second: Laurie Halverson

Ayes: 7

**6. County Board/County Administration****6.1** Resolution No: 24-492

Scheduling Of Dakota County Board Of Commissioners Transit Workshops

Motion: Mike Slavik

Second: Laurie Halverson

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby schedules Transit workshops for October 29, 2024 10:00 a.m. (or following Regional Railroad Authority), and November 12, 2024, 1:00 p.m., in Conference Room 3A, Administration Center, 1590 Highway 55, Hastings, MN, for the purpose of discussing Transit.

Ayes: 7

**6.2** Resolution No: 24-493

Appointment To Public Art Advisory Committee

Motion: Mike Slavik

Second: Laurie Halverson

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby appoints the following individuals to the Public Art Citizen Advisory Committee to complete a term ending December 31, 2024:

District 4, Cheryl Caponi

District 5, Matthew Eppel

Ayes: 7

**7. Enterprise Finance and Information Services****7.1** Resolution No: 24-494

Scheduling Of Public Hearing To Receive Comments On Dakota County 2025 Recommended Fee Schedules

Motion: Mike Slavik

Second: Laurie Halverson

WHEREAS, County fees for services not otherwise established by law may be imposed if adopted by the Dakota County Board of Commissioners following a public hearing; and

WHEREAS, staff will present a schedule of recommended 2025 fees at the General Government and Policy Committee meeting on October 8, 2024.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby schedules a public hearing for the purpose of receiving

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public comments regarding the proposed fee schedules on October 29, 2024, at 9:00 a.m., in the Boardroom, Dakota County Administration Center, 1590 Highway 55, Hastings, Minnesota, 55033 or via telephone or other electronic means; and

BE IT FURTHER RESOLVED, That the proposed fee schedules will be implemented effective January 1, 2025 (some Parks fees effective late 2024); and

BE IT FURTHER RESOLVED, That staff is hereby directed to post notice of this public hearing on the official Dakota County website following adoption of this resolution and to not remove the notice from the website until October 29, 2024.

Ayes: 7

**7.2** Resolution No: 24-495  
Authorization To Amend Contract For Fiber Optics Network Maintenance And Engineering With Local Government Information Systems (LOGIS)

Motion: Mike Slavik

Second: Laurie Halverson

WHEREAS, Dakota County has a contract with Local Government Information Systems (LOGIS) to provide fiber optics network maintenance and engineering; and

WHEREAS, the total contract amount in 2023 was based on a rate of \$.23 per foot of fiber optic cable and was not to exceed \$358,167; and

WHEREAS, additional network footage constructed or added to the Dakota County owned network was to be used to calculate costs for the two remaining years of the agreement; and

WHEREAS, the cost for 2024 is based on a rate of \$.24 per foot of fiber optic cable and Dakota County has planned projects that will add an estimated 48,816 additional feet of fiber optic cable; and

WHEREAS, based on the rate and additional fiber the contract amount for 2024 is being increased by \$30,000 for a not to exceed amount of \$388,167; and

WHEREAS, sufficient funding is available in the 2024 Information Technology budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Enterprise Finance and Information Services Director to amend the contract with Local Government Information Services (LOGIS) for fiber optics network and maintenance engineering for an additional \$30,000 for a 2024 contract amount not to exceed \$388,167, subject to approval by the County Attorney's Office as to form.

Ayes: 7



**8. Physical Development**

**8.1 Resolution No: 24-496**

Authorization To Award And Execute Consultant Contract With KLJ Engineering LLC For Preliminary Design Services For North Creek Greenway, Vermillion Highlands Greenway, And Vermillion River Greenway In Cities Of Farmington, Rosemount, And Empire, Project #2000233

Motion: Mike Slavik

Second: Laurie Halverson

WHEREAS, to provide a great place to live, Dakota County is proceeding with portions of the North Creek Greenway, Vermillion Highlands Greenway, and Vermillion River Greenway project (2000233) for preliminary design consulting services; and

WHEREAS, County staff sent a Request for Proposal to 13 qualified professional consultants; and

WHEREAS, two proposals were received and evaluated by County staff; and

WHEREAS, the proposal from KLJ Engineering LLC had the best-value costs for preliminary design and provides all the services needed; and

WHEREAS, the 2024-2028 Parks Capital Improvement Program Budget includes \$500,000 for preliminary engineering consulting services for this project; and

WHEREAS, an administrative amendment will move \$141,108.16 (\$119,941.94 from the Transportation Advancement Account and \$21,166.22 from the Environmental Legacy Fund) in funding from the Greenway Collaborative Set-Aside to CP 2000233; and

WHEREAS, the County Parks, Facilities, and Fleet Management Director recommends executing a contract with KLJ Engineering LLC for engineering consulting services for the North Creek Greenway, Vermillion Highlands Greenway, and Vermillion River Greenway project (2000233) for actual costs not to exceed \$641,108.16.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a contract with KLJ Engineering LLC, 1010 Dale St. N, Saint Paul, MN 55117, to perform preliminary engineering design consulting services for the North Creek Greenway, Vermillion Highlands Greenway, and Vermillion River Greenway project (2000233) in an amount not to exceed \$641,108.16, which includes a 10 percent contingency, subject to approval by the County Attorney's Office as to form.

Ayes: 7

**8.2** Resolution No: 24-497  
Ratification Of Quarterly Entitlement And Special Funding Requests To U.S.  
Department Of Housing And Urban Development

Motion: Mike Slavik

Second: Laurie Halverson

WHEREAS, funds expended from previously approved projects for Fiscal Years 2019-2023 of the CDBG, HOME, and ESG programs and special allocations must be ratified by the Dakota County Board of Commissioners; and

WHEREAS, the CDBG entitlement and special allocation expenses during the timeframe of April 1, 2024-June 30, 2024, totaled \$598,360.03; and

WHEREAS, the HOME entitlement and special allocation expenses during the timeframe of April 1, 2024-June 30, 2024, totaled \$176,662.73; and

WHEREAS, the ESG entitlement and special allocations expenses during the timeframe of April 1, 2024-June 30, 2024, totaled \$34,411.95; and

WHEREAS, the CDA has paid the requests for payment associated with the CDBG, HOME, and ESG programs.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the requisitions to the U.S. Department of Housing and Urban Development for \$809,434.71 for April 1, 2024-June 30, 2024, as presented.

Ayes: 7

**9. Public Safety**

**9.1** Resolution No: 24-498  
Authorization To Execute Contract With Axon Enterprise, Inc. For Fleet And  
Body Worn Camera Equipment, Data Storage, And Support

Motion: Mike Slavik

Second: Laurie Halverson

WHEREAS, in 2019, the Sheriff's Office requested, and the Dakota County Board of Commissioners approved funding to replace Sheriff's Office's patrol dash cameras and add body worn cameras to the patrol division; and

WHEREAS, the Sheriff's Office recommended, and the Dakota County Board of Commissioners approved to execute a five-year contract with Axon Enterprise, Inc. through December 30, 2024 to provide fleet dash cameras, body-worn cameras, warranty, storage, and support; and

WHEREAS, and the current contract expires on December 30, 2024; and

WHEREAS, the Sheriff is pleased with the system and support Axon Enterprise, Inc. has provided, and the Sheriff recommends executing a five-year contract through December 31, 2029; and

WHEREAS, the annual cost of the contract is included in the County Manager’s 2025 recommended budget and Public Safety Funds will cover costs beyond the Sheriff’s Office budget throughout the duration of the five-year contract.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Sheriff is hereby authorized to execute a contract with Axon Enterprise, Inc. to provide fleet and body worn camera equipment, data storage, and support for the period of December 31, 2024, through December 30, 2029.

Ayes: 7

**REGULAR AGENDA**

**10. County Board/County Administration**

**10.1 Resolution No: 24-499**

Proclamation Of National 4-H Week In Dakota County October 7-12, 2024

Motion: Mike Slavik

Second: Mary Hamann-Roland

4-H Extension Educator Kris Vatter, 4-H State Ambassadors Victoria Hamilton and Dylan Tate, as well as 4-H members Denae and Eliya Trost, Mattea Quigley and Morgan and Wyatt Wagner presented on this item and responded to questions.

WHEREAS, 4-H is America’s largest youth development organization, supporting nearly six million youth across the country; and

WHEREAS, 4-H has helped 1,859 youth in Dakota County in 2024 to become confident, independent, resilient and compassionate leaders; and

WHEREAS, 4-H is delivered by Cooperative Extension - a community of more than 100 public universities across the nation that provides experiences where young people learn-by-doing through hands-on projects in the important areas of health, science, agriculture and civic engagement; and

WHEREAS 4-H is the largest youth organization in Minnesota, and Dakota County has the largest 4-H program in the state, with methods backed by university research, 4-H offers the opportunity for youth to learn how to solve problems, make decisions and communicate ideas; and

WHEREAS, National 4-H Week showcases the incredible ways that 4-H inspires kids to do and highlights the remarkable 4-H youth in Dakota County who work each day to make a positive impact on those around them, provide opportunities and experiences, connections and discovery, shaping youth into their true and authentic selves; and

WHEREAS, 4-H’s network of nearly 500,000 volunteers and 3,500 professionals provides caring and supportive mentoring to all 4-H’ers, helping them to grow

into true leaders, entrepreneurs and visionaries.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby proclaim October 7 -12, 2024, as National 4-H Week throughout Dakota County and encourage all of our communities to recognize 4-H for the significant impact they have made and continue to make by empowering youth with the skills they need to lead for a lifetime.

Ayes: 7

## 11. Closed Executive Session

### 11.1 Resolution No: 24-500

Settlement Authority For Acquisition Of Certain Property Rights Necessary For County Project 78-10

Motion: Mike Slavik

Second: Liz Workman

This item did not go into closed session.

WHEREAS, in 2021, Dakota County (County) completed County Project (CP) 78-10 in Castle Rock Township to provide a safe and efficient transportation system; and

WHEREAS, CP 78-10 reconstructed County State Aid Highway (CSAH) 78 (240th Street) to a paved 2-lane highway from Highway 3 to County Road 79 (Blaine Avenue) in Castle Rock Township. The project improved safety and operations along the highway and upgraded the driving surface from gravel to a paved condition along the project corridor; and

WHEREAS, to construct the project, the County acquired certain property rights by eminent domain proceedings from Gerald and Naomi Wagenknecht; Mark and Rebecca Wagenknecht; and Wagenknecht Farms, Incorporated (Owners) identified by Dakota County Right of Way Map No. 475 as Parcels 13, 15, 16, 18, and 19; and

WHEREAS, thereafter the parcels proceeded to a hearing in front of the court-appointed condemnation commissioners to determine the amount of just compensation due the landowners, with said commissioners issuing their award on November 29, 2023; and

WHEREAS, the County appealed from the award on January 9, 2024, and the Owners cross appealed; and

WHEREAS, the Dakota County Attorney's Office provided a confidential memorandum to the Dakota County Board of Commissioners dated October 2, 2024, explaining the legal strategy following the appeal and upcoming jury trial; and

WHEREAS, after review of the information contained in the confidential

memorandum the County Board determined a closed session discussion with the County Attorney's Office was not required prior to providing the requested authority.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Attorney's Office to proceed with settlement negotiations to acquire property rights identified in Dakota County Right of Way Map No. 475 as Parcels 13, 15, 16, 18, and 19, or proceed with litigation consistent with the authority requested in the confidential memorandum to the Board.

Ayes: 7

**12. Interagency Reports/Commissioner Updates**

Interagency reports and Commissioner updates were presented.

**13. County Manager's Report**

County Manager Heidi Welsch gave the following update:

- Elections Update
- Solar array is almost complete in Hastings
- Special thanks to Property Taxation and Records staff Amy Koethe and Airabella Lepinski for their work on the Tax Forfeiture laws.

**14. Information**

**14.1 Information**

See Attachment for future Board meetings and other activities.

**15. Adjournment**

**15.1 Resolution No: 24-501  
Adjournment**

Motion: Mary Hamann-Roland

Second: Laurie Halverson

On a motion by Commissioner Hamann-Roland, seconded by Commissioner Halverson, the meeting was adjourned at 9:45 a.m.

Ayes: 7

Joe Atkins  
Chair

ATTEST

Heidi Welsch  
County Manager



# Board of Commissioners

## Request for Board Action

Item Number: DC-3815

Agenda #: 7.1

Meeting Date: 10/29/2024

**DEPARTMENT:** Property Taxation and Records

**FILE TYPE:** Consent Action

### TITLE

**Delegation Of Tax-Forfeit Land Administration Duties To Director Of Property Taxation And Records, Acting As Dakota County Treasurer-Auditor**

### RESOLUTION

WHEREAS, Minn. Stat. § 282.135, authorizes the County Board the ability to delegate its statutory authority, power, and responsibility relating to the administration of tax-forfeited land; and

WHEREAS, the County Board previously delegated to the Director of the Property Taxation and Records Department, acting as the Dakota County Treasurer-Auditor, the authority to administer tax-forfeited land pursuant to Resolution No. 15-011; and

WHEREAS, in 2024, the statutes relating to the administration of tax-forfeited land were amended to provide for additional procedures relating to the valuation, sale and administration of tax-forfeited property; and

WHEREAS, the Dakota County Property Taxation and Records Director requests the delegation of authority, power, and responsibility for managing the entire tax forfeiture process pursuant to the amended tax forfeiture statutes, including but not limited to the:

- Authority to approve former owners and eligible parties to repurchase tax-forfeit land; and
- Authority to initiate legal proceedings to cancel purchase and repurchase contracts in default status; and
- Authority to reinstate cancelled tax-forfeited contracts; and
- Authority to establish the market value at the time of forfeiture, set the appraised value, and establish the minimum bid; and
- Authority to classify tax-forfeited land as conservation or non-conservation; and
- Authority to schedule a public auction; and
- Authority to initiate legal proceedings for evictions

; and

WHEREAS, this delegation will streamline these processes, reduce administrative costs, and provide quicker, more responsive service to taxpayers and the public.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby delegates authority, power, and responsibility to the Dakota County Property Taxation and Records Director the ability to manage the entire tax forfeiture process including but not limited to; the

authority to approve former owners and eligible parties to repurchase tax-forfeit land; and the authority to initiate legal proceedings to cancel purchase and repurchase contracts in default status; and the authority to reinstate cancelled tax-forfeited contracts; and the authority to establish the market value at the time of forfeiture, set the appraised value, and establish the minimum bid; and the authority to classify tax-forfeited land as conservation or non-conservation; and the authority to schedule a public auction; and the authority to initiate legal proceedings for evictions.



# Board of Commissioners

## Request for Board Action

Item Number: DC-3818

Agenda #: 7.2

Meeting Date: 10/29/2024

**DEPARTMENT:** Property Taxation and Records

**FILE TYPE:** Consent Action

### TITLE

**Adoption Of Revisions To Policy No. 8003, Conveyance Of Tax Forfeited Property To Local Government Unit**

### RESOLUTION

WHEREAS, in 2024, in Chapter 282, the statutes relating to the administration of tax forfeited land were amended to update the requirements for public auctions, the department of natural resources review, and the hold process for local government units or state agencies; and

WHEREAS, the Dakota County Board of Commissioners adopted Abatement Policy No. 8003 in 2014 and revise the policy in 2020; and

WHEREAS, the Property Taxation and Records Department has reviewed Policy No. 8003 as a part of legislative changes; and

WHEREAS, staff recommends changes to Policy No. 8003, including:

- The minimum bid is defined as the sum of delinquent taxes, special assessments, penalties, interests, and costs assigned to the parcel.
- The county auditor must first hold a public auction within six months of a property forfeiting.
- If the property is not sold at public auction, the property remains in tax forfeiture status which will allow for a local government unit to acquire.
- The county auditor must provide notice to the commissioner of natural resources of the forfeiture of any lands eligible to be withheld or withdrawn from sale under this section.
- Notice must be provided within 30 days of either the filing of the certificate of forfeiture pursuant to section 281.23, subdivision 9, or the date the property is vacated by the occupant, whichever is later.
- Within 30 days of this notice, the commissioner of natural resources must notify the county auditor of a decision to withhold or withdraw a property from the sale under section 282.005, and the county auditor must hold a public auction within six months of a property forfeiting.
- If the property is not sold at public auction, the property remains in tax forfeiture status.
- If a local government unit or state agency wishes to acquire a tax-forfeit property, it may request a six-month hold on the property.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the proposed amendments to Policy No. 8003, Conveyance of Tax Forfeited Property to Local Government Unit.







# Board of Commissioners

## Request for Board Action

Item Number: DC-3826

Agenda #: 7.3

Meeting Date: 10/29/2024

**DEPARTMENT:** Employee Relations

**FILE TYPE:** Consent Action

**TITLE**

**Authorization To Renew Contract with The Sand Creek Group, Ltd. For Employee Assistance Program Services For 2025-2027**

**RESOLUTION**

WHEREAS, the purpose of an Employee Assistance Program (EAP) is to offer support services to address employee’s personal and work-related concerns outside the office with trained professional counselors; and

WHEREAS, The Sand Creek Group, Ltd. has provided the County’s EAP since December 1, 1993; and

WHEREAS, The Sand Creek Group provides EAP services for 81 counties under a contract with the Minnesota Counties Intergovernmental Trust (MCIT), as well as Dakota Counties; and

WHEREAS, employee feedback and participation continue to be positive regarding the services provided by The Sand Creek Group, Ltd.; and

WHEREAS, after six years of rates held, The Sand Creek Group monthly rate increases to 2.72 percent; and

WHEREAS, the three-year (2025-2027) proposed rate increases from \$27.55 to \$28.30 per employee, for an estimated annual cost of \$69,000; and

WHEREAS, the County’s utilization rate has remained strong with a projected utilization rate over 9 percent; and

WHEREAS, specialty services including special request subject oriented trainings, conflict resolution, organization development, grief group facilitation and critical incident stress response are billed separately at \$325- \$450 per hour, substance abuse professional services are offered at \$600/incident.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Employee Relations Director to execute a contract with The Sand Creek Group, Ltd., for Employee Assistance Program services at the rate of \$28.30 per employee per year for January 1, 2025 - December 31, 2027, and for specialty employee assistance services at \$325 - \$450 per hour; subject to approval by the County Attorney’s Office as to form and execution.



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3850

**Agenda #:** 7.4

**Meeting Date:** 10/29/2024

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**DEPARTMENT:** Employee Relations

**FILE TYPE:** Consent Action

### **TITLE**

**Authorization To Execute One-Year Contract for Wellness Services With OPTUM**

### **RESOLUTION**

WHEREAS, for the past nine years OPTUM has successfully administered Dakota County's employee wellness program, wellness coaching and Biometric Screenings; and

WHEREAS, about 63 percent Dakota County employees participate in the wellness program offering between biometric screenings, wellness coaching, and RALLY wellness portal activities; and

WHEREAS, renewal rate for services for another one year represents a 4 percent increase; and

WHEREAS, the cost of the services, \$165,000 per year is currently included with funds already budgeted in the employee health insurance internal service fund.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of Employee Relations to execute a one-year contract with OPTUM for wellness programming, wellness coaching and incentive services, in an amount not to exceed \$165,000 for 2025, to approval by the County Attorney's Office as to form.



# Board of Commissioners

## Request for Board Action

Item Number: DC-3656

Agenda #: 7.5

Meeting Date: 10/29/2024

**DEPARTMENT:** Public Health

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute Agreement With University Of Minnesota For Local Extension Programming And Employing Extension Staff**

### RESOLUTION

WHEREAS, on January 1, 2004, the University of Minnesota (U of M) Extension deployed a new model for Extension programming; and

WHEREAS, Extension Regional Offices were established throughout the state (one of those located in Farmington at the Dakota County Extension and Conservation Center) and local Extension offices were established in counties where customized local programs, services, and positions are funded with county dollars; and

WHEREAS, this arrangement provided counties more choices in local Extension programming and increased accountability from Extension for its work; and

WHEREAS, since 2004, the Dakota County Extension Committee has recommended programming, and based on current community need, continues to recommend that local programming be offered for the following areas: Extension Educator, 4-H Youth Development and Horticulture/Master Gardener; and

WHEREAS, by Resolution No. 22-124 (March 15, 2022), the Dakota County Board of Commissioners authorized the Physical Development Director to execute an agreement with the U of M for the support of the Dakota County Master Gardener (DCMG) program, including \$90,000 for a 1.0 full-time equivalent (FTE) position responsible for managing Dakota County plant production and DCMG program activities and \$5,500 in in-kind support for DCMG program activities; and

WHEREAS, by Resolution No. 23-528 (November 28, 2023), the DCMG, a volunteer program of the U of M Extension, authorized re-establishing a formal partnership with the County focused on expanding their plant production efforts and associated public services regarding horticulture and environmental stewardship; and

WHEREAS, to establish consistency for the rates charged for these local Extension program positions, the U of M works with the Association of Minnesota Counties (AMC), and the AMC sub-committee for Extension, to establish statewide costs; and

WHEREAS, staff is recommending a three-year agreement with a cost of \$463,750 for 2025,

\$477,625 for 2026, and \$491,975 for 2027, for a total not to exceed amount of \$1,433,350; and

WHEREAS, Minn. Stat. §§ 38.34-38.37 authorizes a board of county commissioners to incur expenses and spend money for county Extension work, states that money in the county Extension fund appropriated by the county board be paid out by orders of the U of M Dean of Extension, and provides that Extension education and program staff must be U of M employees employed according to U of M personnel procedures; and

WHEREAS, this agreement includes salary and fringe benefits for the local programming positions, all travel (mileage, meals and lodging), in-service training and professional development, program supervision, and payroll and accounting services provided by the U of M; and

WHEREAS, all program staff will continue to be U of M employees; and

WHEREAS, the County will provide support for these positions such as office space, telephone, computer, email, support staff, and other general office supplies; and

WHEREAS, all services will be provided exclusively in Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute an agreement with the University of Minnesota for local Extension programming and employing Extension staff in an amount not to exceed \$1,433,350, effective January 1, 2025 through December 31, 2027; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said agreement/contract, consistent with the amount budgeted, to alter the agreement/contract amount and the agreement/contract term up to one year after initial expiration date, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form.



# Board of Commissioners

## Request for Board Action

Item Number: DC-3772

Agenda #: 7.6

Meeting Date: 10/29/2024

**DEPARTMENT:** Social Services-Children & Family Services

**FILE TYPE:** Consent Action

**TITLE**

**Authorization To Accept Minnesota Department Of Human Services Children’s Mental Health Screening Grant Funds And Execute Grant Agreement**

**RESOLUTION**

WHEREAS, in 2003, the Minnesota Legislature added mental health screening requirements to Minnesota Statutes to include children's mental health screening for specific Child Welfare and Juvenile Justice populations; and

WHEREAS, the purpose of the children's mental health screening within the child welfare and juvenile justice populations is to integrate mental health into current practices and to promote earlier mental health identification and intervention; and

WHEREAS, early identification of mental illness followed by the appropriate intervention and treatment may prevent years of disability and provide improved outcomes for children and their families; and

WHEREAS, focusing on these at-risk populations, and particularly the uninsured and underinsured, grant funding can provide mental health treatment for children who would not otherwise receive these services; and

WHEREAS, children's mental health screenings facilitate referral of children for further testing and treatment using standardized effective mental health screening instruments; and

WHEREAS, the breakdown of the total \$413,911 grant allocation is as follows:

Child Welfare	\$123,319
Juvenile Justice	\$290,592

; and

WHEREAS, staff recommends the County Board authorizes acceptance of the grant funds in the amount of \$413,911 and execution of the grant agreement for the period of January 1, 2025 through December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the Minnesota Department of Human Services Children's Mental Health Screening grant award of \$413,911 and execute a grant agreement for the period of January 1, 2025 through December 31, 2025, subject to approval by the County Attorney's

Office as to form; and

BE IT FURTHER RESOLVED, That unless the grant program requirements change, the Community Services Director is hereby authorized to amend the grant to extend the grant term up to two years after initial expiration date, accept additional grant funds, and continue grant-funded full-time equivalents, consistent with County contracting policies, and inclusion of grant funds in future yearly Recommended and Approved Budgets, subject to approval by the County Attorney's Office as to form.



# Board of Commissioners

## Request for Board Action

Item Number: DC-3769

Agenda #: 7.7

Meeting Date: 10/29/2024

**DEPARTMENT:** Social Services-Children & Family Services

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute Contracts For Children And Family In-Home And Community-Based Services**

### RESOLUTION

WHEREAS, the work of Children and Family Services requires access to in-home and community-based services for children, youth, and families, whether in addressing child protection issues, children's mental health needs, truancy, or youth transitioning from the foster care system; and

WHEREAS, the juvenile protection provisions of the Juvenile Court Act, Minn. Stat. Ch. 260C, reference child protection case plan services and the need for county social services agencies to provide support and services to prevent out-of-home placement, and to assist in family reunification following children being in out-of-home placement; and

WHEREAS, Behavioral Dimensions Inc. currently provides Intensive Behavioral Specialist programming for Dakota County children who meet Severe Emotional Disturbance (SED) eligibility, up to age 18, who have frequent behavioral health crises and are unable to access most services due to frequent and/or severe episodes of unsafe behavior; and

WHEREAS, Lopno and Associates currently provides Psychological Evaluations for Dakota County children who have an open Children and Family Services case and cannot access a complete psychological evaluation through their health plans; and

WHEREAS, staff is requesting a contract with Behavioral Dimensions Inc. for Behavioral Specialist programming for a not to exceed amount of \$200,000, effective January 1, 2025 through December 31, 2026; and

WHEREAS, staff is requesting a contract with Lopno and Associates for Psychological Evaluations for a not to exceed amount of \$180,000, effective January 1, 2025 through December 31, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract for Behavioral Specialist programming with Behavioral Dimensions Inc. in a not to exceed amount of \$200,000 for the period of January 1, 2025 through December 31, 2026, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby



authorizes the Community Services Director to execute a contract for Psychological Evaluations services with Lopno and Associates in a not to exceed amount of \$180,000 for the period of January 1, 2025 through December 31, 2026, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contracts, consistent with the amounts budgeted, to alter the contract amounts and the contract terms up to one year after initial expiration dates, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the contracts shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due.



# Board of Commissioners

## Request for Board Action

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Item Number: DC-3801

Agenda #: 7.8

Meeting Date: 10/29/2024

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**DEPARTMENT:** Social Services-Housing & Community Resources

**FILE TYPE:** Consent Action

### TITLE

**Update On Affordable Housing Aid Spending Options, And Authorization To Allocate Local Affordable Housing Aid to Emergency Rental Assistance And Amend 2024 Social Services Budget**

### RESOLUTION

WHEREAS, in 2021, the Dakota County Board of Commissioners reconvened the Housing Leadership Workgroup to assess the outcomes of the County's Housing Business Plan and make recommendations for future housing initiatives and investments in Dakota County; and

WHEREAS, the workgroup was made up of faith leaders, law enforcement, people who have experienced homelessness, nonprofit partners, Dakota County Commissioners, and staff from the Dakota County Community Development Agency (CDA) and the County; and

WHEREAS, the workgroup recommended investments in three main areas to support the next phase of the Dakota County Housing Business Plan: shelter, homelessness prevention, and affordable housing; and

WHEREAS, staff presented these recommendations to the County Board on October 19, 2021, and staff returned to the County Board throughout 2022 and 2023 with additional information and further defined recommendations in each of the three investment areas; and

WHEREAS, the 2024 County Budget included initial investments utilizing the new State and Local Affordable Housing Aid, including Emergency Rental Assistance, Apartment Services, Prevention and Navigation Services, Family Voucher Program, and Permanent Supportive Housing and Rapid Re-Housing Services; and

WHEREAS, on March 27, 2024, Community Services and the CDA proposed an expanded set of Affordable Housing Aid investments during a Board Workshop and the County Board requested that additional eligible activities that can be launched quickly be brought back for formal consideration; and

WHEREAS, on April 16, 2024, Community Services proposed expansion of the Emergency Rental Assistance program by adding \$1,500,000 to the 2024 Social Services Budget; and

WHEREAS, by Resolution No. 24-215 (April 23, 2024), the Dakota County Board of Commissioners authorized \$428,000 of Affordable Housing Aid funds be allocated toward emergency rental

assistance and requested that staff return after the legislative session ends to provide an update on Affordable Housing Aid uses and propose eligible activities that can be launched quickly; and

WHEREAS, on July 23, 2024, Community Services presented updates to Affordable Housing Aid statute language and a plan for the 2025 budget as co-developed by Dakota County Community Services and the Dakota County CDA; and

WHEREAS, this plan is based on the Housing Business Plan recommendations and priorities and is built in the 2025 county budget proposal; and

WHEREAS, by Resolution No. 24-379 (July 30, 2024), staff also received authorization to accept the State and Local Affordable Housing Aid funds in 2024 and a portion of these funds were built into the 2024 Social Services Budget and are currently being spent; and

WHEREAS, there continues to be an immediate need for Emergency Rental Assistance funding to support the Housing Clinic at Eviction Court and Social Services' Prevention Services and Navigation Team for prevention assistance prior to an eviction filing and Social Services is requesting an additional \$355,000 in funding for 2024; and

WHEREAS, it is a Board Priority for Community Services and the Dakota County CDA to develop a 5-year plan for allocating Affordable Housing Aid in alignment with Dakota County's Housing Business Plan and this presentation will continue the Affordable Housing Aid discussion; and

WHEREAS, policy direction provided by the Board in this meeting will serve as the basis for 2025 budget development.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to allocate up to \$355,000 one-time additional Affordable Housing Aid funds towards emergency rental assistance; and

BE IT FURTHER RESOLVED, That the 2024 Social Services Budget is hereby amended as follows:

<b>Expense</b>	
Emergency Rental Assistance	<u>\$355,000</u>
<b>Total Expense</b>	<b>\$355,000</b>
<b>Revenue</b>	
Affordable Housing Aid	<u>\$355,000</u>
<b>Total Revenue</b>	<b>\$355,000</b>



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3705

**Agenda #:** 7.9

**Meeting Date:** 10/29/2024

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**DEPARTMENT:** Environmental Resources

**FILE TYPE:** Consent Action

### **TITLE**

**Approval Of Solid Waste Transfer Facility License For Dakota Area Transfer, Inc., Empire**

### **RESOLUTION**

WHEREAS, in accordance with Dakota County Ordinance 110, Solid Waste Management, Dakota Area Transfer, Inc. submitted a license application to Dakota County to operate a solid waste transfer facility in the City of Empire; and

WHEREAS, Dakota Area Transfer, Inc., shall provide financial assurance in accordance with Dakota County Ordinance 110, Solid Waste Management, in the amount of \$45,000, in the form of a bond in favor of Dakota County to cover potential closure costs associated with the storage of up to 170 tons of unprocessed, mixed recyclables, subject to the approval of the Dakota County Risk and Homeland Security Manager and the Dakota County Attorney's Office as to form and financial institution; and

WHEREAS, County staff reviewed the application from Dakota Area Transfer, Inc., and determined the proposed solid waste transfer facility conforms to the requirements of Dakota County Ordinance 110, Solid Waste Management.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the issuance of a license pursuant to Dakota County Ordinance 110, Solid Waste Management, to Dakota Area Transfer, Inc., to operate a solid waste transfer facility in the City of Empire for the period of October 29, 2024, to December 31, 2025, subject to compliance with all applicable federal, state, local, and County laws, rules, and ordinance requirements or special conditions; and

BE IT FURTHER RESOLVED, That Dakota Area Transfer, Inc., shall operate the solid waste transfer facility in accordance with the plans and information approved as part of its license application to Dakota County; and

BE IT FURTHER RESOLVED, That pursuant to Dakota County Ordinance 110, Solid Waste Management, Dakota Area Transfer, Inc., shall provide and maintain financial assurance in the form of a \$45,000 bond in favor of Dakota County, subject to the approval of the Dakota County Risk and Homeland Security Manager and the Dakota County Attorney's Office as to form and financial institution.



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3576

**Agenda #:** 7.10

**Meeting Date:** 10/29/2024

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**DEPARTMENT:** Environmental Resources

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Submit 2024-2044 Dakota County Solid Waste Management Plan To Minnesota Pollution Control Agency Commissioner For Review And Approval**

### RESOLUTION

WHEREAS, Minnesota counties are responsible for developing projects and programs to achieve state goals for waste management; and

WHEREAS, the Minnesota Pollution Control Agency (MPCA) adopted the 2022-2042 Metropolitan Solid Waste Management Policy Plan (Policy Plan) on January 30, 2024; and

WHEREAS, Minn. Stat. § 473.803 requires each metropolitan county to revise its current solid waste management plan to implement the revised Policy Plan; and

WHEREAS, revised metropolitan county solid waste management plans must be submitted to the MPCA Commissioner for review and approval; and

WHEREAS, the Policy Plan prescribes strategies that must be incorporated into county-specific plans, including required strategies and optional strategies that must meet a minimum point threshold; and

WHEREAS, stakeholder engagement was conducted and gathered comments on waste management barriers and opportunities and timing and needs for a preliminary set of required and optional strategies from the MPCA Policy Plan; and

WHEREAS, by Resolution No. 24-368 (July 30, 2024), the County Board authorized the release of the draft 2024-2044 Dakota County Solid Waste Management Plan (2024-2044 Management Plan) for a 30-day public review and comment period; and

WHEREAS, the revised 2024-2044 Management Plan incorporates input from stakeholder engagement, public review, the Dakota County Planning Commission, and the County Board; and

WHEREAS the 2024-2044 Management Plan was developed in accordance with Minn. Stat. § 473.803 and 115A; and

WHEREAS, the 2024-2044 Management Plan communicates Dakota County's vision, policies, strategies, and tactics for solid waste management over the next 20 years; and

WHEREAS the 2024-2044 Management Plan includes Policy Plan required strategies and optional strategies that meet the minimum point value; and

WHEREAS, tactics and timelines have been included as required by Minn. Stat. § 115A.46; and

WHEREAS, implementation and costs will be determined annually as part of the County Board of Commissioners work plan priorities and approval of the Environmental Resources Department budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes Dakota County staff to submit the 2024-2044 Management Plan to the Minnesota Pollution Control Agency Commissioner for review and approval.



# Board of Commissioners

## Request for Board Action

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Item Number: DC-3774

Agenda #: 7.11

Meeting Date: 10/29/2024

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**DEPARTMENT:** Parks, Facilities, and Fleet Management

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute First Contract Amendment With Ebert Inc. For Law Enforcement Center Locker Room Expansion Project And Amend 2024 Facilities Capital Improvement Program Budget**

### RESOLUTION

WHEREAS, the 2023 Building Capital Improvement Program (CIP) Adopted Budget authorized the Law Enforcement Center Locker (LEC) Room Expansion project; and

WHEREAS, the Dakota County Board Of Commissioners authorized the award of construction of the LEC Locker Room Expansion project to Ebert Inc. in an amount not to exceed \$373,300 by Resolution No. 24-251 (May 21, 2024); and

WHEREAS, Dakota County Sheriff's Office (DCSO) staff believes that additional sallyports will activate the full potential of the Locker Room Expansion project because they will allow for employees to both prepare for duty and changeout during shift change, all outside of the secure perimeter; and

WHEREAS, Ebert Inc. has provided a price of \$143,500 for the additional construction improvements needed to build the two new sallyports for the benefit of the LEC Locker Room Expansion project; and

WHEREAS, the LEC Staff Breakroom Expansion project was included within the 2024 Adopted Facilities CIP with a budget of \$145,000; and

WHEREAS, DCSO staff believe that the operational improvement of two additional sallyports within the jail is of greater value than the LEC Staff Breakroom Expansion project.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to execute a contract amendment for the Law Enforcement Center Locker Room Expansion project to Ebert Inc., 23350 County Road 10, PO Box 97, Loretto, MN 55357, in an amount not to exceed \$143,500, subject to approval by the County Attorney's office as to form; and

BE IT FURTHER RESOLVED, That the previously approved Law Enforcement Center Breakroom Expansion project is canceled and its funding reallocated to the Law Enforcement Center Locker Room Expansion project; and

BE IT FURTHER RESOLVED, That the 2024 Buildings Capital Improvement Program budget is hereby amended as follows:

**Expense**

Law Enforcement Center Breakroom Expansion (2000257)	(\$145,000)
Law Enforcement Center Locker Room Expansion (2000022)	<u>\$145,000</u>
<b>Total Expense</b>	<b>\$0</b>

**Revenue**

Law Enforcement Center Breakroom Expansion (2000257)	(\$145,000)
Law Enforcement Center Locker Room Expansion (2000022)	<u>\$145,000</u>
<b>Total Revenue</b>	<b>\$0</b>





# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3783

**Agenda #:** 7.12

**Meeting Date:** 10/29/2024

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**DEPARTMENT:** Parks, Facilities, and Fleet Management

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute Agreements With Union Pacific Railroad Company Related To Construction Of Minnesota River Greenway In Cities Of Burnsville And Eagan, County Project P00127**

### RESOLUTION

WHEREAS, the Minnesota River Greenway runs along the south side of the Minnesota River in Eagan and Burnsville, extending from I-35W in Burnsville to Lilydale Regional Park in Saint Paul; and

WHEREAS, by Resolution No. 11-516 (October 18, 2011), the Dakota County Board of Commissioners adopted the Minnesota River Greenway Plan; and

WHEREAS, the rapidly developing and robust recreational network that has developed in the area has created increased demand for the completion of the trail connection between the recently constructed Lone Oak Trail Head, the Cedar Nicols Trailhead, and the Minnesota River Greenway Black Dog Segment to the west; and

WHEREAS, construction of the Fort Snelling segment of the Minnesota River Greenway began in November 2023; and

WHEREAS, Dakota County is preparing to proceed with the construction of a pedestrian bridge for the Minnesota River Greenway necessary to complete the project and provide a crossing of the adjacent Union Pacific Railroad track for construction activities; and

WHEREAS, Dakota County has sought and received approval from Union Pacific Railroad Company to construct the pedestrian bridge through their right of way; and

WHEREAS, Dakota County has sought and received approval from Union Pacific Railroad Company for a temporary, at-grade crossing of their right of way to allow for construction access to the project area; and

WHEREAS, Union Pacific Railroad Company has identified a total of \$257,500 in fees and construction costs associated with these agreements.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a public overpass agreement with Union Pacific Railroad Company to authorize the construction of a pedestrian bridge for the Fort Snelling

segment of the Minnesota River Greenway; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a construction agreement with Union Pacific Railroad Company to authorize the construction of a construction access for the Fort Snelling segment of the Minnesota River Greenway.



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3565

**Agenda #:** 7.13

**Meeting Date:** 10/29/2024

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**DEPARTMENT:** Parks, Facilities, and Fleet Management

**FILE TYPE:** Consent Action

### **TITLE**

**Authorization To Execute Contract With Friends Of The Mississippi River For Natural Resources Project Management**

### **RESOLUTION**

WHEREAS, the 2020 Land Conservation Plan identified 24 Preliminary Conservation Focus Areas and directed staff to pursue conservation easements with willing landowners within these Focus Areas; and

WHEREAS, through successful Minnesota Outdoor Heritage Fund grant proposals, the program has acquired several new conservation easements eligible for natural resources restoration funding from these same sources; and

WHEREAS, the number of projects queued for restoration exceeds the current capacity of Parks and Soil and Water Conservation District staff; and

WHEREAS, on January 6, 2022, a Request for Qualifications was released to determine vendor interest and labor rates for a variety of Land Conservation activities; and

WHEREAS, Friends of the Mississippi River's (FMR) response for natural resources project management was the lowest cost response, and FMR has a successful track record of providing high-quality services on other Dakota County Land Conservation projects.;

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners approves a three-year contract with Friends of the Mississippi River for natural resources project management and ecological consulting services in an amount not to exceed \$311,947.80, subject to approval by the County Attorney's Office as to form.; and

BE IT FURTHER RESOLVED, That service rates for this contract shall be increased by the inflation rate used in the Dakota County budget process as authorized by the Dakota County Board of Commissioners effective January 1, 2024, as applicable.



# Board of Commissioners

## Request for Board Action

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Item Number: DC-3729

Agenda #: 7.14

Meeting Date: 10/29/2024

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**DEPARTMENT:** Transportation

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Amend Contract With Alliant Engineering Inc., To Provide Additional Preliminary Engineering Services And To Execute A Joint Powers Agreement With City Of Eagan For County State Aid Highway 43 In Eagan, County Project 43-55**

### RESOLUTION

WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project 43-55; and

WHEREAS, County Project 43-55 is for preliminary and final engineering of improvements to County State Aid Highway 43 (CSAH 43) in Eagan from CSAH 30 to Wescott Road; and

WHEREAS, by Resolution No. 23-587 (December 19, 2023), the County executed a contract with Alliant Engineering Inc., for preliminary and final design engineering consulting services for an amount not to exceed \$264,520; and

WHEREAS, County staff recognizes and recommends that the proposed additional tasks are necessary to complete the project successfully; and

WHEREAS, staff negotiated an amount of \$110,500 with Alliant Engineering Inc., to complete the work; and

WHEREAS, the 2024-2028 Transportation Capital Improvement Program Budget includes \$1,800,000 for County Project 43-55; and

WHEREAS, a joint powers agreement (JPA) between the County and the City of Eagan is necessary to outline cost participation, preliminary and final design responsibilities, future maintenance responsibility, and construction for County Project 43-55; and

WHEREAS, the cost participation for the Project outlined in the JPA will be in accordance with the adopted Cost Share Policy.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute an amendment to the contract with Alliant Engineering Inc., for additional services necessary for County Project 43-55 in an amount not to exceed \$110,500 resulting in a total amended contract not to exceed \$375,020 subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a joint powers agreement between Dakota County and the City of Eagan for the design and construction of County Project 28-44.



# Board of Commissioners

## Request for Board Action

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Item Number: DC-3730

Agenda #: 7.15

Meeting Date: 10/29/2024

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**DEPARTMENT:** Transportation

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute Contract With Kimley-Horn And Associates, Inc. And Execute Joint Powers Agreement With City Of Inver Grove Heights For County State Aid Highway 63 And Interstate 494 Interchange Footprint Study In Inver Grove Heights, County Project 63-29**

### RESOLUTION

WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 63-29; and

WHEREAS, CP 63-29 is the preliminary engineering and consulting services for a study in the anticipated footprint area of County State Aid Highway (CSAH) 63 and Interstate 494; and

WHEREAS, the Transportation Department sent a request for proposals (RFP) to four qualified professional consultants; and

WHEREAS, the proposals received were evaluated by County and City staff; and

WHEREAS, the proposal from Kimley-Horn and Associates, Inc. provided the most complete response to the RFP, including project details and the most comprehensive cost for all the services needed; and

WHEREAS, the 2024-2028 Transportation Capital Improvement Program Budget includes \$470,000 for CP 63-29 engineering consulting and design services; and

WHEREAS, staff recommends the execution of a contract with Kimley-Horn and Associates, Inc. for engineering consulting services for CP 63-29 for actual costs not to exceed \$342,210 and

WHEREAS, the City's staff concurs with this recommendation; and

WHEREAS, a joint powers agreement (JPA) between the County and the City of Inver Grove Heights is necessary to outline cost participation and responsibilities for CP 63-29; and

WHEREAS, the County's cost share for CP 63-29 consulting services is 66.66 percent for the County and 33.33 percent for the City of Inver Grove Heights.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a contract with Kimley-Horn and

Associates, Inc. to perform engineering consulting services for County Project 63-29 in an amount not to exceed \$342,210, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a joint powers agreement with the City of Inver Grove Heights for County Project 63-29 Interchange Footprint Study.



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3749

**Agenda #:** 7.16

**Meeting Date:** 10/29/2024

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**DEPARTMENT:** Transportation

**FILE TYPE:** Consent Action

### **TITLE**

**Authorization To Execute Amendment To Contract With HDR Engineering, Inc., For County Road 86 Railroad Bridge Replacement In Castle Rock Township, County Project 86-34**

### **RESOLUTION**

WHEREAS, to provide a safe and efficient transportation system, Dakota County is replacing the original timber railroad bridge over County State Aid Highway 86; and

WHEREAS, the design of the bridge plans was done by HDR Engineering, Inc.; and

WHEREAS, a contract was executed with HDR Engineering, Inc., for the review of materials and plan changes; and

WHEREAS, the current contract amount is \$90,000; and

WHEREAS, the bridge completion date is October 31, 2024; and

WHEREAS, staff recommends authorizing the execution of an amendment to the contract with HDR Engineering, Inc., in the amount of \$50,000 funded by Sales & Use Tax.

NOW, THEREFORE BE IT RESOLVED, That the Dakota Board of Commissioners hereby authorizes the Physical Development Director to execute an amendment to the contract with HDR Engineering, Inc. in the amount of \$50,000 for additional review and approval of materials and changes to the bridge plans for County Project 86-34, subject to approval by the County Attorney's Office as to form.





# Board of Commissioners

## Request for Board Action

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Item Number: DC-3773

Agenda #: 7.17

Meeting Date: 10/29/2024

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**DEPARTMENT:** Transportation

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute Contract With WSB LLC For Design Services At County State Aid Highway 31/Pilot Knob Road And Upper 147<sup>th</sup> Street In City Of Apple Valley And Amendment Of 2024 Transportation Capital Improvement Program Budget, County Project 31-118**

### RESOLUTION

WHEREAS, to promote a safe and efficient transportation system, Dakota County (County), in cooperation with the City of Apple Valley, is proceeding with County Project (CP) 31-118; and

WHEREAS, the County is the lead agency for the project; and

WHEREAS, CP 31-118 is a project to develop preliminary and final design plans and associated services in the City of Apple Valley; and

WHEREAS, the project consists of developing preliminary design, final design, and other associated services for the conversion of the County State Aid Highway (CSAH) 31 and Upper 147<sup>th</sup> Street intersection into a three-quarter restricted access; and

WHEREAS, programming is included in the draft 2025-2029 Transportation Capital Improvement Program with construction planned for 2026; and

WHEREAS, three proposals were submitted by consultants for the project; and

WHEREAS, WSB LLC was scored highest by a selection team of County and City of Apple Valley staff ranking the three consultant proposals; and

WHEREAS, WSB LLC project cost was \$287,997, and staff determined this estimate to be acceptable; and

WHEREAS, staff recommends awarding the project to WSB LLC; and

WHEREAS, the design services of this project are anticipated to cost \$287,997.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute the contract with WSB LLC for County Project 31-118, not to exceed \$287,997, based on their selected and negotiated proposal, subject to

approval by the County Attorney's Office as to form, and to amend the 2024 Capital Improvement Program budget by an additional \$287,997 to fund the design services of this project.

BE IT FURTHER RESOLVED, That the 2024 Transportation Capital Improvement Program is hereby amended as follows:

**Expense**

CP 31-118	\$287,997
Safety & Management	<u>(\$287,997)</u>
<b>Total Expenses</b>	<b>\$0</b>

**Revenue**

CP 31-118 (CSAH)	\$287,997
Safety & Management (CSAH)	<u>(\$287,997)</u>
<b>Total Revenue</b>	<b>\$0</b>



# Board of Commissioners

## Request for Board Action

Item Number: DC-3742

Agenda #: 8.1

Meeting Date: 10/29/2024

**DEPARTMENT:** Office of the County Manager

**FILE TYPE:** Consent Action

### TITLE

**Scheduling Of Dakota County Board Of Commissioners Governance And Strategic Planning Workshop**

### PURPOSE/ACTION REQUESTED

Schedule a County Board Strategic Planning and Governance workshop to discuss Strategic Planning, Board leadership in 2025 as well as other governance issues.

### SUMMARY

The Board Operating Rules states that the County Board shall hold a Governance workshop each year to discuss designations for Board leadership positions and other governance issues. Staff recommends this workshop occur on December 6, 2025.

The workshop will also be an opportunity for the Board to discuss strategic planning and governance matters.

### RECOMMENDATION

Staff recommends holding a Strategic Planning and Governance workshop on December 6, 2024, 8:30 a.m., Schaar’s Bluff Gathering Center, 8395 127<sup>th</sup> Street East, Hastings, MN.

### EXPLANATION OF FISCAL/FTE IMPACTS

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

### RESOLUTION

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby schedules a Strategic Planning and Governance workshop on December 6, 2024, 8:30 a.m., Schaar’s Bluff Gathering Center, 8395 127<sup>th</sup> Street East, Hastings, MN, for the purpose of discussing strategic planning, Board leadership in 2025 and other governance issues.

### PREVIOUS BOARD ACTION

None.

### ATTACHMENTS

Attachment: None.

### BOARD GOALS

A Great Place to Live

A Healthy Environment

A Successful Place for Business and Jobs

Excellence in Public Service

**PUBLIC ENGAGEMENT LEVEL**

Inform and Listen

Discuss

Involve

N/A

**CONTACT**

Department Head: Heidi Welsch

Author: Jeni Reynolds



# Board of Commissioners

## Request for Board Action

Item Number: DC-3898

Agenda #: 8.2

Meeting Date: 10/29/2024

**DEPARTMENT:** Employee Relations

**FILE TYPE:** Consent Action

**TITLE**

**Authorization To Execute 2025-2026 Labor Agreement With Teamsters Local 320 Jail Unit**

**PURPOSE/ACTION REQUESTED**

Authorize execution of 2025-2026 Labor Agreement with Teamsters Local 320 Jail Unit.

**SUMMARY**

The County’s negotiating team has reached tentative agreement with Teamsters Local 320 Jail Unit representing 55 staff in the Sheriff’s Office. The terms of the tentative agreement are consistent with 2025-2026 settlement authority previously provided by the Board. While specific language of the Agreement will be reviewed by the County’s contracted labor counsel prior to execution, the Agreement is being submitted for County Board approval regarding substantive economic changes.

1. Term: Two-year Agreement, January 1, 2025 - December 31, 2026
2. Salary Ranges: Salary ranges to be increased according to adopted 2025 and 2026 County Pay Equity Salary Range Structure.
3. 2025 General Increase: 4.25%
4. 2026 General Increase: 4.25%
5. 2025-2026 Merit Matrix (in addition to General Increase)

Salary Range	Exceptional Performance	Greatly Exceeds Standards	Exceeds Standards	Meets Standards	Below Standards
Q4	4 % base	4 % base	3 % base	2 % base	0%
Q3	4 % base	4 % base	3 % base	2 % base	0%
Q2	4 % base	4 % base	3 % base	2 % base	0%
Q1	4 % base	4 % base	3 % base	2 % base	0%

6. One-time 2% pay equity adjustment

**RECOMMENDATION**

Staff recommends approval.

**EXPLANATION OF FISCAL/FTE IMPACTS**

The costs of the provisions are included in the County Manager’s recommended 2025 budget.

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

**RESOLUTION**

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the appropriate County officials to execute the Labor Agreement with Teamsters Local 320 Jail unit for the period January 1, 2025 - December 31, 2026, in accordance with the terms and conditions of the Agreement and those contract modifications submitted to the Dakota County Board of Commissioners dated October 29, 2024, and subject to approval by the County’s contracted labor counsel as to form.

**PREVIOUS BOARD ACTION**

None.

**ATTACHMENTS**

Attachment: None.

**BOARD GOALS**

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

**CONTACT**

Department Head: Andy Benish

Author: Andy Benish



# Board of Commissioners

## Request for Board Action

Item Number: DC-3912

Agenda #: 8.3

Meeting Date: 10/29/2024

**DEPARTMENT:** Employee Relations

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute 2025-2026 Labor Agreement With Minnesota Public Employees Association**

### PURPOSE/ACTION REQUESTED

Authorize execution of 2025-2026 Labor Agreement with Minnesota Public Employees Association Non-Licensed Jail Supervisors Unit.

### SUMMARY

The County’s negotiating team has reached tentative agreement with the Minnesota Public Employees Association Non-Licensed Jail Supervisors Unit representing 12 supervisory employees in the Sheriff’s Office. The terms of the tentative agreement are consistent with 2025-2026 settlement authority previously provided by the Board. While specific language of the Agreement will be reviewed by the County’s contracted labor counsel prior to execution, the Agreement is being submitted for County Board approval regarding substantive economic changes.

1. Term: Two-year Agreement, January 1, 2025 - December 31, 2026
2. Salary Ranges: Salary ranges to be increased according to adopted 2025 and 2026 County Pay Equity Salary Range Structure.
3. 2025 General Increase: 4.25%
4. 2026 General Increase: 4.25%
5. 2025-2026 Merit Matrix (in addition to General Increase)

Salary Range	Exceptional Performance	Greatly Exceeds Standards	Exceeds Standards	Meets Standards	Below Standards
Q4	4 % base	4 % base	3 % base	2 % base	0%
Q3	4 % base	4 % base	3 % base	2 % base	0%
Q2	4 % base	4 % base	3 % base	2 % base	0%
Q1	4 % base	4 % base	3 % base	2 % base	0%

6. One-time 2% pay equity adjustment

**RECOMMENDATION**

Staff recommends approval.

**EXPLANATION OF FISCAL/FTE IMPACTS**

The costs of the provisions are included in the County Manager’s recommended 2025 budget.

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

**RESOLUTION**

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the appropriate County officials to execute the Labor Agreement with the Minnesota Public Employees Association Non-Licensed Jail Supervisors Unit in the Sheriff’s Office for the period January 1, 2025 - December 31, 2026, in accordance with the terms and conditions of the Agreement and those contract modifications submitted to the Dakota County Board of Commissioners dated October 29, 2024, and subject to approval by the County’s contracted labor counsel as to form.

**PREVIOUS BOARD ACTION**

None.

**ATTACHMENTS**

Attachment: None.

**BOARD GOALS**

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

**CONTACT**

Department Head: Andy Benish

Author: Andy Benish





# Board of Commissioners

## Request for Board Action

Item Number: DC-3887

Agenda #: 9.1

Meeting Date: 10/29/2024

**DEPARTMENT:** Finance

**FILE TYPE:** Consent Information

### TITLE

**Report On Invoices Paid In September 2024**

### PURPOSE/ACTION REQUESTED

Receive a report on invoices paid during September 2024.

### SUMMARY

Minn. Stat. § 375.18 requires that all claims paid must be presented to the County Board for informational purposes.

A copy of the September 2024 Paid Invoice Report, excluding payroll and Community Services client and provider payments, is on file with the Clerk to the Board.

Payments for the month ending September 30, 2024, total \$31,825,844.

The following is a summary of the major payments for the month.

Major Categories	Amount	Explanation
Benefit deductions from employee payroll	2,370,712	Retirement accounts, PERA, health & dental
Payments to other governments	107,845	Pass through payments - taxes, fees
Materials & supplies	131,954	Highway, Parks, Buildings material/supplies
Overall support of departments	2,009,483	Insurance, maintenance agreements, office equip
Services to citizens & clients	2,438,032	Major client services contract
All other expenses	12,516,690	BIP, CEP, and misc.
Capital projects	12,251,128	Highway & building construction
	<b>31,825,844</b>	

### RECOMMENDATION

Information only; no action requested.

### EXPLANATION OF FISCAL/FTE IMPACTS

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

**RESOLUTION**

Information only; no action requested.

**PREVIOUS BOARD ACTION**

None.

**ATTACHMENTS**

Attachment: None

**BOARD GOALS**

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

**CONTACT**

Department Head: Paul Sikorski

Author: Jan Larson



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3867

**Agenda #:** 9.2

**Meeting Date:** 10/29/2024

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**DEPARTMENT:** Finance

**FILE TYPE:** Consent Action

### **TITLE**

**Authorization To Execute An Agreement With Dorsey And Whitney, LLP For Bonding Counsel Services**

### **PURPOSE/ACTION REQUESTED**

Authorize the Enterprise Finance and Information Services Director to execute an agreement with Dorsey and Whitney, LLP for bonding counsel services, upon the decision to proceed with bonding issuance.

### **SUMMARY**

Following strategic planning in 2023, the Dakota County Board of Commissioners established several strategic priorities for 2024. One of those priorities is related to future capital finance strategies and financing issuances that may be necessary to carry out the County's Financial Management Plan and Capital Improvement Plans. Given this priority, Dakota County issued a Request for Proposals (RFP) on September 11, 2024, for bonding counsel services. Four proposals were received and reviewed by staff in Enterprise Finance and Information Services Administration and the Finance Department.

Services and deliverables include offering direction and advice on the appropriate procedures to be followed by the County in connection with the authorization and sale of bonds or other debt instruments; providing legal advice and assistance for competitive and negotiated bond sales, as well as direct purchase and state/federal financing programs; preparing necessary documentation for authorization of sale and issuance of bonds; as well as other related municipal finance legal services.

The solicitation selection criteria included:

- Understanding the scope of services as detailed in the RFP.
- Demonstrated experience in providing the services as detailed in the Scope of Services.
- Team's qualifications and availability.
- Strength and longevity of references from previous clients.
- Cost/ fee proposal.

After conducting interviews with each proposer, and upon thorough review, the review panel recommended awarding a retainer agreement to Dorsey and Whitney, LLP. The decision was based on the firm's history of professional and efficient bonding counsel services and their capacity to meet all of the expectations and requirements in the solicitation satisfactorily. Dorsey and Whitney, LLP was established in 1912 in Minneapolis, Minnesota, with its founding practice being Public Finance. Dorsey and Whitney, LLP demonstrated a clear understanding of the County's position and service

needs in their response and their interview presentation.

**RECOMMENDATION**

Staff recommends that the Board authorize the Enterprise Finance and Information Services Director to execute an agreement with Dorsey and Whitney, LLP for bonding counsel services, upon the decision to proceed with bonding issuance, at the rates specified in the Attachment, for the period of November 1, 2024, through November 30, 2029.

**EXPLANATION OF FISCAL/FTE IMPACTS**

There is sufficient funding in the 2024 Finance budget for this agreement.

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

**RESOLUTION**

WHEREAS, the County has identified a need for bonding counsel services; and

WHEREAS, a Request for Proposals was issued September, 11, 2024 for bonding counsel services; and

WHEREAS, there were four proposals received in response to the RFP; and

WHEREAS, Dorsey and Whitney, LLP was selected based on the evaluation criteria as defined in the RFP and proposal interview presentation; and

WHEREAS, staff recommends executing an agreement with Dorsey and Whitney, LLP, upon the decision to proceed with bonding issuance, for the purpose of bonding counsel services; and

WHEREAS, the service rates are specified in the Attachment, for the period of November 1, 2024 to November 30, 2029.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Enterprise Finance and Information Services Director, to execute an agreement with Dorsey and Whitney, LLP, upon the decision to proceed with bonding issuance, for bonding counsel services, at the rates specified in the Attachment, for the period of November 1, 2024 to November 30, 2029, subject to approval by the County Attorney’s Office as to form.

**PREVIOUS BOARD ACTION**

None.

**ATTACHMENTS**

Attachment: Bonding Counsel RFP

**BOARD GOALS**

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

**CONTACT**

Department Head: Paul Sikorski

Author: Carla Skog

# Dorsey & Whitney's Response to RFP from Dakota County for Bond Counsel Services

## Contact:

**Jennifer L. Hanson**  
Partner, Minneapolis  
hanson.jennifer@dorsey.com  
(612) 492-6959

September 23, 2024



# 1. Letter of Transmittal

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**September 23, 2024**

**Re:** Dorsey & Whitney's  
Response to RFP for Bond  
Counsel Services

**Jennifer L. Hanson**

Partner  
(612) 492-6959  
hanson.jennifer@dorsey.com

Dorsey & Whitney  
50 South Sixth Street  
Minneapolis, MN 55402  
(612) 340-2600

**Carla Skog, Deputy Director Finance Operations**

Dakota County Finance  
1590 Highway 55  
Hastings, MN 55033  
carla.skog@co.dakota.mn.us

Dear Carla,

Dorsey & Whitney LLP ("Dorsey") is pleased to participate in Dakota County's Request for Proposal for Bond Counsel Services.

Dorsey is a full-service law firm with more than 575 lawyers across 21 offices around the globe. Our Public Finance practice, one of our founding practices, is nationally recognized for its expertise in tax-exempt bonds and lease financings. For over one hundred years Dorsey has helped state and local government entities complete complex, sophisticated transactions, as well as more traditional general obligation financing.

I am honored to serve as the primary contact for this proposal and, if selected for the engagement, would be the lead partner for Dakota County bonding matters. This proposal shall remain valid for a period of no less than 120 days from the date of submittal.

If you have any questions related to our RFP response, please do not hesitate to contact me.

Sincerely,



Jennifer L. Hanson  
Partner

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## 2. Firm Introduction

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### History and Qualifications

In 1912, the First National Bank of Minneapolis (now U.S. Bank), asked one of its directors, William Lancaster, to form a law firm that could take on the bank's work. Lancaster asked his friend David Simpson, a justice on the Minnesota Supreme Court, to leave the bench and join him in the founding of the firm. Dorsey & Whitney LLP began with these two accomplished Minneapolis lawyers joining forces to fulfill a client's need. Today Dorsey has over 575 lawyers practicing in 21 offices throughout the United States and in Canada, the U.K., and Asia.

Dorsey has been active in the area of public finance for more than 100 years and consistently ranks highly among national bond and disclosure counsel firms. Our public finance practice group is composed of 19 lawyers plus support staff, including paralegals and legal assistants, headquartered in Minnesota, with attorneys in Des Moines, Salt Lake City, Missoula and Seattle. Our public finance lawyers have vast experience serving as bond counsel, disclosure counsel, issuer's counsel, borrower's counsel, bank counsel, underwriter's counsel, and special tax counsel.

Our proposed team members have years of experience working as bond and disclosure counsel on tax-exempt and taxable financings, primarily in Minnesota. Our public finance lawyers regularly collaborate with lawyers in Dorsey's tax, real estate, land use, regulatory affairs, healthcare, education, employment, securities, litigation, and banking departments, as necessary, to provide clients with any related area of law that might become relevant in the course of a financing transaction.

### Name, Organizational Form, and Address

Dorsey & Whitney LLP is a Minnesota Limited Liability Partnership and was founded in 1912 in Minneapolis, Minnesota.

Minnesota Office Address:

50 South Sixth Street  
Suite 1500  
Minneapolis, MN 55402

## Dorsey's General Partners

The following is a list of Dorsey's general partners as of July 31, 2024:

Alexander, Nathan	Droke, Michael	Jenkins Jr., Scott S.	Miller, Daniel M.	Schubert, Kirsten E.
Anderson, Kimberley R.	Ede, Jennifer A.	Jonason, Bill A.	Miller, Mark A.	Schuler, Kirk
Aubin, Ieva	Eng, Kimton	Jones, Charlene M.	Miller, Sonny F.	Semmens, Dan
Bae Esq., Margaret C.	Epps, Anthony W.	Jutsen, Mark	Mills, Mike R.	Sherman, Eric R.
Barker, Aaron D.	Ewing, Bruce R.	Kappelman, Ben D.	Mollison Sr., Marcus A.	Simon, Marcus S.
Bavand, Marisa	Fan, Karen	Karagheuzoff, Chris G.	Moore, Brian G.	Simpser, Zev
Bell, Alan W.	Fisher, Kendall R.	Kaster, Mark R.	Moore, Kate	Smith, Alissa D.
Benedict, Rachel A.	Forsythe, Beth M.	Keane, Bryan C.	Moscona, Ron	Smith, James H.
Benevento, Bryon J.	Foster, Brett L.	Keller, Troy M.	Nafziger, Jamie N.	Smith, Layne T.
Berens, Bill J.	Francis, Kate E.	Keyes, Mike M.	Nelson, Peter T.	Stinson, Mike D.
Bethards, Matt S.	Gabriel, Isaac M.	Kornblatt, Jillian M.	Newman, Barry J.	Stoeri, Bill R.
Betts, Gina E.	Godfrey, Geoff M.	Kuhn, Cristina F.	Ng, Evan Y.	Sullivan, Jack T.
Bevilacqua, Theresa	Goldberger, Dan P.	Kushner, Marc	Olsen, Jordan B.	Sullivan, Mark S.
Bickal, Ellen J.	Goldstein, Aaron D.	Langdon II, Jim K.	Olson, Robert J.	Sunderji, Fara S.
Bjorklund, Shannon L.	Goodman, Timothy	Larsen-Bright, Shawn J.	Osman, Lee R.	Swanson, Dave P.
Brantingham, Andrew	Grace, Michael P.	Lindblad, Benjamin W.	Pan, Catherine	Swigert, Tom P.
Brenkert, Jason K.	Grant, Michelle S.	Lindgren, Jay	Pappas, Nick J.	Tamkin, Greg S.
Brown, Daniel J.	Greenberg, Ben D.	Lindsay, Michael A.	Parker, Betsy D.	Taylor, Mark
Bryan, Erin E.	Greve, Carsten	Liu, Ray	Parker, Wells	Taylor, Nick L.
Buck, Adam C.	Grossklaus, David D.	Logsdon, Ken	Paskvan, Bonnie J.	Taylor, Nolan S.
Budabin McQuown, Michael	Guttman, James	Logstrom Koci, Bridget	Peterson, Katina M.	Thompson, Paul G.
Burghardt, Mark	Hale, Robert B.	Magarian, Edward B.	Peterson, Neal N.	Thurnblom, Michele J.
Burke, Brian J.	Hall, Rich R.	Magid, Chip R.	Petre, Benjamin M.	Topp, Claire H.
Buskirk, Jamie	Hanson, Jennifer L.	Maiz, Jaime S.	Pignato, Michael K.	Van Dyk, Alyson L.
Cadwell, Jeffrey R.	Hardesty, Steve	Makel, Larry A.	Pratt, Bryan G.	Van Horn, Jonathan A.
Carpanini, Fabrizio	Harris, Peter L.	Maler, Kevin D.	Ralph, Matthew M.	Vanderwoude, Brian B.
Chan, Simon M.	Hayden, Bridget M.	Mangum, David C.	Raphan, Melissa	Voves, Michael J.
Chasanoff, Stuart J.	Hedtke, Andrea B.	Marsalek, John	Raymer, Richard	Ward, Lawrence A.
Chase, John V.	Helme, Morgan A.	Marsden, Steve S.	Riffkin, Jay A.	Waterman, Steve T.
Collard, Case L.	Hensley, Robert G.	Martinez, Christopher J.	Robertson, Sarah	Weaver, Michael L.
Cornelio, Gina N.	Hepler, Madeline D.	Marx, David F.	Rosenbaum, Bob A.	Wechter, Andrea A.
Cownie, Katie	Herr, Andrew G.	McCammon, Jason	Rowe III, Mike E.	Whatley, Jamie G.
Danos, John	Hoang, Cam C.	McCrary, Erin C.	Ruzicka, Eric	Wong, Janet
DeArman, Matthew	Holly, Andrew	Messa, Amelia	Rytter, Eric E.	Wright, Brad E.
D'Emanuele, Ross C.	Honson, Nathan	Meyer, David A.	Saperstein, Lanier	Zach, Sarah M.
Detlefsen, Erik G.	Hontos, Alex P.	Mick, Ryan E.	Schmidt, Kent J.	Zayed, R.J. J.
Doerksen, Christopher	Houdeshel, Megan J.	Mielke, Tessa R.	Schmidt, Rhona E.	Zubairi, Faisal M.
	Impert, Walter Q.	Miller, Bill J.	Schnabel, Eric L.	

## 3. Qualifications and Experience

---

### A. References

**Susan J. Thompson, CPA**

Finance Director  
City of Fargo  
225 4th Street North  
Fargo, ND 58102  
Direct: (701) 241-8158  
sjthompson@FargoND.gov

**Tom Dankert**

Director of Administrative Services  
City of Austin, Minnesota  
500 4th Ave NE  
Austin, MN 55912  
Work: (507) 437-9959  
tdankert@ci.austin.mn.us

**Camy Iverson, CPFO**

Controller  
Olmsted County  
2122 Campus Dr. SE, Suite 200  
Rochester, MN 55904  
Direct: 507-328-7007  
camy.iverson@olmstedcounty.gov

### B. Bond Counsel Experience

**Expertise**

Since January 1, 2015, our firm has been engaged as bond counsel on more than 775 bond financings totaling over \$21 billion in principal amount. Our bond counsel and disclosure counsel experience includes general obligation and revenue bond financings for state and local government issuers, as well as conduit financings for qualified borrowers eligible to borrow on a tax-exempt basis (including institutions of higher education and other 501(c)(3) organizations). Our bond financing transactions range in size from under \$100,000 up to approximately \$1 billion in principal amount.

Our firm regularly serves as bond counsel on complex financings, including convertible, variable rate, credit enhanced and/or insured transactions, for some of the most sophisticated governmental borrowers in states where we practice. In addition to our years of experience serving as bond counsel and providing services to issuers in connection with the planning, structuring, authorization, marketing, sale and issuance of taxable and tax-exempt bonds, we offer years of experience working on disclosure matters, including assisting with the preparation of offering materials, SEC Rule 10b-5 opinions and more.

Because we regularly represent issuers, lenders, underwriters, borrowers, financial advisors, placement agents, and other municipal market participants, we have deep experience looking at bond financing transactions from multiple perspectives, which provides us the skills and sound judgment necessary to provide sage legal counsel that can protect and advance our clients’ interests in any financing transaction.

We regularly undertake all of the services identified in the Scope of Services contained in the RFP, including:

- Federal tax analysis of borrowing authority (whether as political subdivision, constituted authority, or 501(c)(3) conduit borrower), including obtaining decisions from or consulting with the IRS as necessary
- Analysis of legal financing structures (direct debt issuance, lease financing, joint powers arrangements, private placement financing, etc.), funding sources and available state law authority
- Drafting of special legislation
- Drafting of operative documents and debt instruments (Trust Indenture, Loan Agreement, Mortgage/Deed of Trust, bonds, etc.)
- Compliance with state laws and compliance processes
- Federal tax analysis relating to financing structure and financing or refinancing terms
- Federal tax analysis relating to use of financed facilities and proceeds (e.g., review of private business use and management contracts, including innovative structures for start-up schools)
- Due diligence (federal tax and securities law issues, disclosure issues and more)
- Federal and state securities law issues, including careful preparation of public disclosures (drafting Preliminary Official Statement and Official Statement) and filings
- Counsel with respect to governance, including conflict of interest and post-issuance compliance policies
- Primary disclosure and credit issues
- Continuing disclosure issues (drafting Continuing Disclosure Undertakings, review or prior compliance and preparation of corrective filings)
- Real estate issues (e.g., title and zoning) and environmental issues (e.g., Phase I and II)
- Delivery of legal opinions
- Public hearings and other meetings
- Conducting closing and managing transcripts and bond delivery processes

### C. Competitive Issues

Since September 1, 2019, Dorsey has advised on over 377 competitive bond issues with a total par value in excess of \$5.824 Billion.

### D. Tax-Exempt Bond Experience

The following is a list of select recent Minnesota public financings for which we acted as bond counsel.

<b>Issuer</b>	<b>Principal Amount</b>	<b>Issue Name</b>
Olmsted County	\$21,440,000	General Obligation Bonds, Series 2024A (Expected to close October 2024)
Pope County	\$4,930,000	General Obligation Solid Waste Revenue Bonds, Series 2024A (Expected to close October 2024)
Hennepin County	\$200,000,000	General Obligation Bonds, Series 2024A (Expected to close September 2024)

Polk County	\$3,825,000	General Obligation Solid Waste Bonds, Series 2024A
City of New Ulm	\$3,455,000	General Obligation Permanent Improvement Revolving Fund Bonds, Series 2024
Economic Development Authority of the City of Chaska	\$49,650,000	Lease Revenue Bonds, Series 2024A
City of Wayzata	\$6,205,000	General Obligation Tax Increment Refunding Bonds, Series 2024A
City of Delano	\$9,085,000	Electric Revenue Bonds, Series 2024B
City of Perham	\$4,410,000	General Obligation Improvement Bonds, Series 2024A
City of Alexandria	\$11,090,000	General Obligation Tax Abatement Bonds, Series 2024A
City of Alexandria	\$2,410,000	Taxable General Obligation Tax Abatement Bonds, Series 2024B
City of Arlington	\$7,345,000	General Obligation Improvement and Utility Revenue Bonds, Series 2024A
City of Lakefield	\$8,452,000	General Obligation Utility Revenue Bond, Series 2024A
City of Lakefield	\$1,466,000	General Obligation Utility Revenue Bond, Series 2024B
City of Wadena	\$19,960,000	Revenue Bonds (Wadena Cancer Center Project) Series 2024A (Astera)
City of Wadena	\$515,000	Taxable Revenue Bonds (Wadena Cancer Center Project) Series 2024B (Astera)
City of Eagan	\$18,900,000	General Obligation Tax Abatement Bonds, Series 2024A
Hennepin County	\$35,000,000	Commercial Paper Certificates Series A (Tax-Exempt)
City of Minneapolis	\$363,000,000	Health Care System Revenue Bonds, Series 2023BC (Allina Health System)
City of Chaska	\$22,000,000	Health Facilities Revenue Note (Ridgeview Medical Center Project), Series 2023A
Independent School District No. 192 (Farmington)	\$41,350,000	General Obligation School Building Refunding Bonds, Series 2023A
City of Austin	\$42,216,633	General Obligation Wastewater Revenue Note, Series 2022A (PFA)
Housing and Redevelopment Authority of the City of St. Paul	\$12,790,000	Charter School Lease Revenue Bonds, Series 2023 (Higher Ground Academy Project)
Special School District No. 1 (Minneapolis)	\$31,150,000	General Obligation School Building Bonds, Series 2022A
Hennepin County Housing and Redevelopment Authority	\$24,680,000	Multifamily Housing Revenue Bond (Currie Commons), Series 2022A
ISD 2397 (LeSeur-Henderson)	\$39,900,000	General Obligation School Building Bonds, Series 2022A
Hennepin County	\$55,000,000	Taxable General Obligation Capital Improvement Plan Bonds, Series 2022A (CIP)
City of Edina	\$17,000,000	General Obligation Temporary Capital Improvement Plan Bonds, Series 2022B
Rice County	\$44,390,000	General Obligation Public Safety Center Bonds, Series 2022A (Jail Bonds)
Douglas County	\$6,900,000	General Obligation Solid Waste Revenue Bonds, Series 2022A

City of South St. Paul	\$9,195,000	Senior Housing and Healthcare Revenue Bonds (Walker Methodist River Heights, LLC Project) Series 2022A
Nobles County	\$20,455,000	General Obligation Drainage Bonds, Series 2022A
City of St. Cloud	\$1,166,077	General Obligation Drinking Water Revenue Note, Series 2022A (PFA)
Roseau County	\$4,010,000	General Obligation Transportation Sales Tax Revenue Bonds, Series 2022A
ISD 252 (Cannon Falls)	\$7,985,000	General Obligation School Building Bonds, Series 2022A
City of Blue Earth	\$4,250,000	Electric Revenue Bonds, Series 2022A
Polk County	\$3,125,000	CIP Bonds
Regents of the University of Minnesota	\$500,000,000	General Obligation Taxable Bonds, Series 2022
City of Rochester	\$288,545,000	Health Care Facilities Revenue Bonds (Mayo Clinic) Series 2022
Kandiyohi County	\$1,000,000	General Obligation Note (MPCA) (Kandiyohi County SSTS Upgrades Project)
Norman County	\$8,535,000	General Obligation Capital Improvement Plan Bonds, Series 2022A
ISD 861 (Winona)	\$15,490,000	General Obligation Facilities Maintenance Bonds, Series 2022A
Olmsted County	\$26,520,000	Taxable General Obligation Crossover Refunding Bonds, Series 2022A
Sherburne County	\$9,895,000	Health Care Facilities Refunding Revenue Bonds (Guardian Angels Health Services, Inc. Project) Series 2022
Faribault County	\$9,435,000	General Obligation State Aid Highway Bonds, Series 2022A
ISD 2711 (Mesabi East)	\$1,500,000	General Obligation Aid Anticipation Certificates of Indebtedness, Series 2022A

## E. Team



**Jennifer L. Hanson**  
Partner  
Minneapolis  
(612) 492-6959  
hanson.jennifer@dorsey.com

J.D., University of Michigan  
A.B., Harvard University

Jennifer helps government and nonprofits finance critical infrastructure and mission support through the efficient use of debt and grant funding. Jennifer has served public finance clients at Dorsey & Whitney LLP since 2002. In addition to acting as bond counsel for over 75 local government clients in the upper Midwest, Jennifer has served as regular bond or borrower's counsel for large and small health care systems and as underwriter's, borrower's, or special tax counsel in health care and charter school financings nationwide, advising on structuring for taxable or tax-exempt purposes; initial and ongoing disclosure; drafting of and compliance with financial covenants, and post-

issuance tax procedures; refundings, and workouts. [Full bio.](#)



### Grant Turpin

Senior Attorney  
Minneapolis  
(612) 492-6787  
turpin.grant@dorsey.com

J.D., University of Wisconsin  
B.S., University of Wisconsin – River Falls

Grant engages with both public and private sector clients in Minnesota, Wisconsin, and North and South Dakota on issues ranging from municipal bonds to public-private partnership financing. He regularly assists counties, cities, and development authorities with governmental bonding, tax increment financing (TIF), and tax abatement development issues. He also has broad experience with conduit financings for charter schools and other 501(c)(3) organizations. With creative problem-solving and great attention to detail, he unravels the most complex tax and financing matters and clearly communicates to his clients the best methods to resolve their issues.

[Full bio.](#)



### Nathaniel Wingfield

Paralegal  
Minneapolis  
(612) 492-5081  
wingfield.nathaniel@dorsey.com

A.S., Paralegal Studies, Inver Hills Community College

Nathaniel is dedicated to helping clients achieve their goals and works directly with attorneys to assist them in the roles of bond counsel, disclosure counsel and underwriter's counsel across a diverse range of projects. [Full bio.](#)

Dorsey's public finance group currently has four partners, one senior attorney, and one associate licensed to practice in the State of Minnesota. In addition, Dorsey has one partner in the tax group who supports the public finance group with respect to 103 issues. This team is supported by two paralegals and two legal assistants. In the event that the County needs legal advice outside of the public finance arena, Dorsey has a deep bench of lawyers with expertise in legal matters that affect Minnesota counties.

## F. Status/or Outcome of Litigation

City of Harris/County of Osceola, Nos. LACV021209 and LACV032519 (Iowa D. Ct.). The first phase of this claim over Iowa tax increment financing ("TIF") began in 2021 and was voluntarily dismissed, after which the same lawyers who had represented the City of Harris filed a functionally identical complaint in the name of Osceola County. Trial, if any, will not occur until August 2025. We expect to file a motion for summary judgment seeking dismissal based on the statute of limitations, since the events at issue occurred in 2015. In prior litigation, an Iowa appellate court determined that the TIF project failed because Harris, not then advised by Dorsey, did not properly authorize the project.

## 4. Workplan and Scope of Services

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### A. Approach to Providing Bond Counsel

Our team approach to client representation ensures that clients' needs are met in the most efficient and timely manner possible. Based on the Scope of Services outlined in the RFP, we will ensure that each bond issuance complies with all applicable legal requirements and meets the County's objectives in a timely and efficient manner. Our approach includes the following:

- **Authority and Legal Review:** We will thoroughly analyze existing statutes, case law, and administrative rulings to ensure legal authority for proposed bond issues. We have extensive experience in advising public entities on complex financing structures and ensuring compliance with federal and state laws. We frequently confer with issuers and financial advisors well in advance of issuance, reviewing preliminary proceedings and reimbursement issues, structuring questions and more.
- **Procedure and Strategy:** We will guide the County through appropriate procedures for bond authorization and sales, ensuring that all legal requirements are met. Our team will provide advice on the best financing techniques to minimize costs and simplify the process, such as through federal or state financing programs.
- **Documentation and Opinion:** Our firm will prepare all necessary legal documentation, ensuring that each bond issue is properly advertised, authorized, and issued. We will deliver authoritative written opinions on the legal validity and tax-exempt status of the bonds, ensuring compliance with IRS regulations.
- **Collaboration and Support:** We will work closely with the County's Board, Committees, and consultants during the bond issuance process to provide seamless support and ensure successful bond delivery.

### B. Benchmarks for Performance

Our firm is committed to delivering exceptional bond counsel services tailored to Dakota County's needs. To ensure accountability and transparency, we propose the following factors for evaluating our performance:

- **Timeliness of Deliverables**  
We will work closely with the County to establish a detailed schedule for each bond issuance. Our firm will ensure timely submission of all necessary documents and maintain clear communication throughout the process. We typically circulate resolutions at least several days prior to the agenda deadline, earlier upon client request.

We provide exceptional client service. We tailor each approach to our clients by finding out what that client needs – constant communication or occasional updates, real-time financial reporting or quarterly budgets, concise paragraphs or detailed memoranda – and serving the client accordingly. We pride ourselves on our responsiveness and our accessibility.

- **Accuracy and Compliance**  
Our firm's thorough review process ensures that all documentation is accurate and complete, with a focus on full compliance with federal, state, and local regulations.



KnowledgeFinder is a searchable collection of standard forms, best practices and valuable precedent and research spanning nearly every major facet of the Firm's practice. It is available to our lawyers in all offices on a 24-7 basis to help ensure that clients benefit from the best collective knowledge and wisdom of the firm in the most efficient manner possible. Dorsey lawyers are committed to sharing valuable knowledge and work product, and not to reinventing the wheel at the expense of clients.

- **Cost Efficiency**

We will actively explore and present financing techniques, such as state or federal programs, that reduce the County's borrowing costs while maintaining transparency in our fee structure.

- **Quality of Legal Advice and Opinions**

We will continuously provide up-to-date legal counsel regarding changes in tax law, bond issuance procedures, and other legal matters. This ensures that the County makes informed decisions based on sound legal guidance.

- **Effective Collaboration**

Our firm will facilitate open communication, be readily available for meetings, and maintain strong working relationships with all stakeholders. This will contribute to the smooth execution of bond transactions and a positive working experience.

## D. Cost/Fee Proposal

See attachment E

## Conflict of Interest

See Attachment C

Dorsey has a robust firm-wide conflicts check system in place, and prior to undertaking any representations, all conflicts must be cleared. Dorsey has conducted a conflict check for the Dakota County and is unaware of any conflicts at this time.

Firm policy requires that all parties known to be involved in a matter be entered into our conflict management system, Intapp Conflicts, before a new file may be opened. In addition, firm policy requires that lawyers immediately add to Intapp Conflicts additional parties that are identified after a file is opened. Once a conflict check is submitted to the conflicts department, those names are run against our database to identify any conflicts of interest. Any issues identified by the conflicts staff must be cleared by the attorney responsible for the matter and, if necessary, the Firm's Ethics Partner before a new file can be opened. Once the matter is approved, the conflicts staff ensures that all file-opening policies were followed, including resolution of the identified conflicts (e.g., obtaining waivers or confirmation of conflict waivers) before the file is formally opened and a billing number is assigned.

## 5. Exceptions and Deviations

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None.

## 6. Contract Terms and General Conditions

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**Attachment A** – understood and agreed.

**Attachment B** – understood and agreed.

**Attachment D** – See attached.

## 7. Registration and Good Standing

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Understood and agreed.

## 8. County's Authority to Issue Debt

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Understood and agreed.

**ATTACHMENT C: NON-COLLUSION AND CONFLICT OF INTEREST STATEMENT**

Please print or type (in ink)

CONTRACTOR NAME: Dorsey & Whitney LLP FEDERAL TAX ID NUMBER: 41-022337

Company Address: 50 South Sixth Street Suite 1500

City: Minneapolis State: MN Zip Code: 55402

Contact Person: Jennifer Hanson Title: Partner

Phone Number: 612-492-6959 Fax Number: \_\_\_\_\_ Email: hanson.jennifer@dorsey.com


In signing this bid, proposal or quote, Contractor certifies that it has not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of the competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid, proposal or quote; that this bid, proposal or quote has been independently arrived at without collusion with any other party submitting a bid, proposal or quote, competitor or potential competitor, that this bid, proposal or quote has not been knowingly disclosed prior to the opening of the bids, proposals or quotes to any bid, proposal or quote competitor; that the above statement is accurate under penalty or perjury.

Contractor also certifies that to the best of its knowledge none of its owners, directors, officers or principals (collectively, "Corporate Executive") are closely related to any County employee who has or may appear to have any control over the award, management, or evaluation of the contract. A Contractor's Corporate Executive is closely related when any of the following circumstances exist:

1. A Corporate Executive and any County employee who has or appears to have any control over the award, management or evaluation of the contract are related by blood, marriage or adoption; or
2. A Corporate Executive and any County employee who has or appears to have any control over the award, management or evaluation of the contract are current or former business partners, co-workers, or have otherwise previously worked closely together in the private or public sector; or
3. A Corporate Executive and any County employee who has or appears to have any control over the award, management or evaluation of the contract share a personal relationship that is beyond that of a mere acquaintance, including but not limited to friendship or family friendship.

If one or more of the above circumstances exist, Contractor must disclose such circumstance(s) to Dakota County in writing. Failure to disclose such circumstances invalidates the Contract.

Contractor will comply with all terms, conditions, specifications required by the party submitting a bid, proposal or quote in this Request for Bid, Proposal or Quote and all terms of our bid, proposal or quote response.

	<u>Partner</u>	<u>September 23, 2024</u>
Authorized Signature	Title	Date

You are advised that according to Dakota County Board Resolution 18-485 and Policy 2751, if there is a question as to whether there may be an appearance of a conflict of interest, the contract shall be presented to the County Board for approval, regardless of the amount of the contract. Whether a conflict of interest or the appearance of a conflict of interest exists is a determination made by Dakota County.

Submit this form as part of the Bid, Proposal or Quote response.

## ATTACHMENT D: PROPOSAL SIGNATURE FORM

1. In submitting this proposal, it is understood by the Proposer that Dakota County reserves the right to reject any or all proposals, to waive any informality or irregularity in any proposal received and to accept any alternate (if applicable) in any order or combination. If awarded the Contract, the undersigned agrees to execute an agreement within the specified time for the above stated compensation.
2. In submitting this proposal, it is understood that Dakota County reserves the right to reject any or all Proposals, to waive any informality or irregularity in any proposal received and to accept any alternate (if applicable) in any order or combination. If awarded the Contract, the undersigned agrees to execute an agreement within the specified time for the above stated compensation.
3. By signing this proposal, the proposer understands and agrees to the terms and conditions set forth herein and in the Submission of Proposal.
4. This document can only be signed by a person authorized to bind the proposer to a contract.
5. This proposal document contains a maximum total of 75 pages, including attachments.
6. NON-COLLUSION STATEMENT must be attached to this proposal Form and signed by the Contractor's duly authorized representative.

Indicate Addenda received: N.A.

Please print: Dorsey & Whitney LLP

Legal Name of Company

50 South Sixth Street, Suite 1500, Minneapolis, MN 55402

Address

Jennifer Hanson, Partner

Name and Title of Authorized Agent

JH

Signature

September 23, 2024

Date

Incorporated in the State of: Formed in the State of Minnesota

Indicate type of company: Limited Liability Partnership

Corporation/partnership/sole proprietorship

**ATTACHMENT E: COST/ FEE PROPOSAL**

Cost/Fee Proposal Table	Issue Size Less Than \$10 M	Issue Size Greater Than \$25 M	Issue Size Greater Than \$50 M
<p>1. State your fee per bond issue (new money), on the basis of a base amount, plus any additional amounts for each additional \$1,000 of par, for the following types of transactions. Indicate a minimum and a maximum fee as well.</p> <ul style="list-style-type: none"> <li>• General obligation bonds and capital notes</li> <li>• Revenue bonds</li> <li>• Lease revenue bonds (including COPs)</li> </ul>	\$0.75 per thousand minimum \$7500	\$18,750, plus \$0.40 per thousand between \$25,000,000	- 50,000,000, plus \$0.25 per thousand thereafter
<p>2. State your fee per bond issue (refunding or combined refunding/new money), on the basis of a base amount, plus any additional amounts for each additional \$1,000 of par, for the following types of transactions. Indicate a minimum and maximum fee as well.</p> <ul style="list-style-type: none"> <li>• General obligation bonds</li> <li>• Revenue bonds</li> <li>• Lease revenue bonds (including COPs)</li> </ul> <p>Provide details with respect to any additional charges related to the composition of current or advance refunding escrows.</p>	\$1.00 per thousand minimum \$10,000	\$25,000 plus \$0.50 per thousand between \$25,000,000	\$50,000,000, \$0.25 per thousand thereafter
4. Estimated out-of-pocket expenses per issue, if any	-	-	-
5. Other fees or expenses	-	-	-



# Board of Commissioners

## Request for Board Action

Item Number: DC-3879

Agenda #: 9.3

Meeting Date: 10/29/2024

**DEPARTMENT:** Information Technology

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Amend Contract With EarthSoft Inc. For Annual Subscription And Maintenance Agreement For Environmental Quality Information System Software**

### PURPOSE/ACTION REQUESTED

Authorize the Enterprise Finance and Information Services Director to amend the contract with EarthSoft, Inc., for annual subscription and maintenance agreement for Environmental Quality Information System software.

### SUMMARY

Dakota County has a large number of water testing results from water supply wells. Groundwater Protection has purchased a solution from EarthSoft, Inc. for environmental data management efforts related to tracking the information related to these wells. Dakota County Groundwater Protection has ongoing initiatives to improve and protect groundwater quality, periodically reporting from various laboratory sources.

The original Board resolution did not address the full future expense for the annual software licenses and maintenance expenses. The current term for licensing and maintenance coverage ends on November 30, 2024. Staff received a quote from the vendor for license and maintenance renewal costs. The total quote for the renewal starting on December 1, 2024, and expiring on November 30, 2025 is \$28,054.16.

### RECOMMENDATION

Staff recommends authorizing the Enterprise Finance and Information Services Director to amend the contract with EarthSoft, Inc. for a total amount of \$28,054.16 for licensing and maintenance of the environmental data management software and accompanying modules for a term beginning on December 1, 2024.

### EXPLANATION OF FISCAL/FTE IMPACTS

The approved 2024 annual budget for Environmental Resources department will cover annual license and maintenance renewal through the contract renewal term of November 30, 2025.

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

### RESOLUTION

WHEREAS, the Environmental Resources Department has purchased software from EarthSoft Inc.

to better manage the well water and chemistry data collected over the years from wells located within Dakota County; and

WHEREAS, the parties amended the contract on September 11, 2023, to extend the contract term date for Professional Services term to September 30, 2023, and the Annual Subscriptions and Maintenance Term to November 30, 2024; increase the contract maximum by an additional \$8,785.44; and update annual subscription and maintenance agreement pricing; and

WHEREAS, the parties reinstated and amended the contract on January 18, 2024, to extend the contract term date for Professional Services term from September 30, 2023, to June 30, 2024; and increase the contract maximum by an additional \$7,181.68 for purposes of historical data migration; and

WHEREAS, funds are available in the 2024 Environmental Resources Department Operations Budget to cover license and maintenance costs for the term beginning on December 1, 2024 and ending on November 30, 2025; and

WHEREAS, the total annual cost for licensing and maintenance support beginning on December 1, 2024 and ending on November 30, 2025 is \$28,054.16.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Enterprise Finance and Information Services Director to amend the contract with EarthSoft Inc. for a total amount of \$28,054.16 for licensing and maintenance of the environmental data management software, subject to approval by the County Attorney's Office as to form.

### **PREVIOUS BOARD ACTION**

22-343; 8/22/22

### **ATTACHMENTS**

Attachment: EarthSoft Price Quote

### **BOARD GOALS**

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

### **CONTACT**

Department Head: Dan Cater

Author: Trent Huber



EarthSoft Price Quote

EQiS™ Perpetual License Portfolio
U.S. General Services Administration Contract #: 47QTCA21D0066
Unique Entity Identifier (UEI): KMJHFUD8JMN8

August 30, 2024
Price Quote #: M2024080108pc1

County of Dakota Minnesota

Wes Rutelonis
Wes.Rutelonis@CO.DAKOTA.MN.US

United States GSA EQiS End User License Agreement (EULA):

Please refer to the U.S. General Services Administration Contract EULA and related documentation for the software license grants, definitions, use rights, responsibilities, restrictions and other important provisions of this contract.

Table with columns: Item, Product Name, GSA SKU, Unit of Measure, GSA Fee, Product Quantity, Amount. Includes sub-totals for SIN 511210 and SIN 54151, and a TOTAL PRICE QUOTE of \$28,054.16.

1 Enterprise includes an EDP Distribution Standalone License, Unlimited CUL

DEACTIVATED: EQiS EnviroInsite - 1 CUL

These Subscriptions are in effect as follows:

Table with columns: First Day of Service Term, Last Day of Service Term. Values: 12/01/24, 11/30/25

EQiS Software Maintenance Agreement (SMA) Benefits

- Software Maintenance Agreement (SMA) fees are assessed based on the current list price of the EQiS software portfolio at the beginning of each new contract term.
Must maintain Client in Good Standing (CIGS) status for Client to have the right to exchange EQiS Schemas with other CIGS.
Help Desk technical support by email, phone, or online meetings with EarthSoft's Customer Support Team as described in the EQiS EULA.
New software releases will be available multiple times per year.
Escalation procedures and access to EarthSoft Systems Engineers and Developers for difficult issues and other complex items.
Access to EarthSoft Community Center: Online forums and documentation, EQiS Training resources, Data Dictionary, and other support information.
Full Discounted Price License surrender credit for product upgrades and exchanges for other EQiS licenses; must not decrease the total portfolio value.
Additional non-production database licenses are granted for use as specified in the EQiS Non-Production License Request Form for no additional charge.

Terms of Service

Terms of Service are per U.S. General Services Administration Contract #: 47QTCA21D0066. EQiS Materials (Schema, source code, entity relationship diagrams, data dictionaries, and user access credentials) are proprietary, confidential and EarthSoft's intellectual property and business information.

EQiS Materials (Schema, source code, entity relationship diagrams, data dictionaries, and user access credentials) are proprietary, confidential, and EarthSoft's intellectual property and business information.

Payment Terms

Payment Terms are per U.S. General Services Administration Contract #: 47QTCA21D0066. By signing this Price Quote, this document will be processed through EarthSoft's Accounting Department. Please return a copy of the signed Price Quote to the EarthSoft Accounting Department at accounting@earthsoft.com or fax: 850-471-7470.

Signatures

Signature block containing a declaration of agreement, a signature table with fields for CLIENT Sign, Print, Date, and Select (Charge Card, Invoice Now, Invoice @ PO Receipt), and a signature for Daniel M. Alexander, Vice President, Sales, EarthSoft, Inc.

THE PRICES LISTED MAY CHANGE AT ANY TIME AFTER EXPIRATION OF THE CURRENT TERM. THIS PRICE QUOTE SUPERSEDES AND REPLACES ANY PREVIOUS OR CONTEMPORANEOUS AGREEMENTS BETWEEN THE PARTIES.

ClientID: DakotaMN Issued by: pc





# Board of Commissioners

## Request for Board Action

Item Number: DC-3881

Agenda #: 9.4

Meeting Date: 10/29/2024

**DEPARTMENT:** Office Of Risk Management

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Renew Cyber Security Insurance With American International Group, Inc (AIG) Specialty Insurance Company**

### PURPOSE/ACTION REQUESTED

Authorize the renewal and purchase of cyber security insurance contract with AIG Specialty Insurance Company.

### SUMMARY

Dakota County has had a cyber security insurance policy since October 2019. In the intervening years, public sector entities have faced escalating levels of cyber security attacks. Cyber security criminals have increasingly turned to utilizing ransomware when attacking both public and private sector entities. The increased levels of attacks and the payouts by insurance carriers has led to a very difficult cyber insurance market. However, in the last 12 months, there has been a reduction in the attacks and the costs of the attacks. This has provided for some softening in the cyber insurance market, bringing with it a reduction in premiums. A market analysis indicated that rate decreases of five percent have been common for policy renewals in 2024.

Staff from the Office of Risk Management and Information Technology worked with the County's insurance broker, Arthur J. Gallagher, and the County's current cyber insurer, AIG, proactively over the last 12 months to identify opportunities to tighten IT security controls that would reduce the County's cyber threat and in turn, reduce the cyber insurance premium. One specific area of tightened controls involved reducing the number of domain level admin accounts which was a critical risk identified by our insurance carrier.

The County's coverage was marketed on a limited basis since many cyber security insurers do not write policies for public sector entities. AIG Specialty Insurance Company, the County's incumbent insurer, responded with a renewal quote that reflects a reduction in annual premium from \$127,300 to \$102,500 (19%). This is a significantly higher reduction than the market trend of 5 percent and largely reflective of the collaboration between Risk and IT to identify key security controls to improve in advance of the renewal. AIG has been the County's insurer since 2019, is an industry recognized leader in the Cyber insurance sector with stringent control standards and while they are not currently writing any new public sector clients, they recognize Dakota County as a good client. Consistent with the renewal in 2023, the deductible on the policy was maintained at \$100,000. The aggregate limit of the policy remains the same as the expiring policy at \$3,000,000.

The attachments provide a summary of the insurance coverage provided as well as a table depicting

the cyber insurance premium trends for the past five years.

**RECOMMENDATION**

Staff recommends the Board authorize the Enterprise Finance and Information Services Director to renew the cyber security insurance contract with AIG Specialty Insurance Company (AIG) for the policy period October 31, 2024, through October 31, 2025.

**EXPLANATION OF FISCAL/FTE IMPACTS**

The required funds, \$102,500, are contained in the Office of Risk Management 2024 adopted general liability insurance budget.

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

**RESOLUTION**

WHEREAS, Dakota County purchases insurance to cover financial risks that can result in significant costs and are unpredictable in nature; and

WHEREAS, there has been a substantial increase in cyber security attacks on public sector entities over the last several years; and

WHEREAS, an evaluation of the cyber security marketplace for competitive pricing was completed; and

WHEREAS, based on the evaluation of the marketplace, staff is recommending the purchase of cyber security liability insurance with a limit of liability of three million dollars with American International Group, Inc (AIG) Specialty Insurance Company.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Enterprise Finance and Information Services Director to purchase the following insurance to be paid at the current rates from the Office of Risk Management insurance budget:

American International Group, Inc (AIG) Specialty Insurance Company  
 Cyber Security Insurance  
 October 31, 2024, through October 31, 2025  
 Premium not to exceed \$102,500

**PREVIOUS BOARD ACTION**

23-489; 10/24/23

**ATTACHMENTS**

- Attachment: Cyber Insurance Renewal Summary
- Attachment: Summary of Cyber Insurance Policy Coverage

**BOARD GOALS**

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

**CONTACT**

Department Head: Jenny Groskopf

Author: Jenny Groskopf

**Attachment A: Cyber Insurance Renewal Summary**

	<b><u>2020-2021</u></b>	<b><u>2021-2022</u></b>	<b><u>2022-2023</u></b>	<b><u>2023-2024</u></b>	<b><u>2024-2025</u></b>
Insurer	AIG	AIG	AIG	AIG	AIG
Losses Reported	0	0	0	2	
Premium	\$45,665	\$111,431	\$138,073	\$127,300	\$102,500
Retention	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000
Limits of Liability Coverage	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000

<b>AIG Cyber Insurance Policy Coverage Summary</b>		
<b><u>Coverage type</u></b>	<b><u>Definition of coverage provided</u></b>	<b><u>Example of County specific coverage afforded</u></b>
<b>Specialty Professional Liability</b>	Provides coverage for outsourcing or cloud storage of County data that is breached AND data for other agencies that Dakota County is hosting on County servers	Coverage for the hosting of data for others. PH Docs application is the best example under consideration.
<b>Privacy &amp; Network Security</b>	Provides coverage for claims arising out of Unauthorized Access, Hacking, Virus/Malicious Code, Breach or disclosure of Personally Identifiable or Personal Health Information etc.	
<b>Media Content Liability</b>	Provides coverage for claims such as Infringement of Intellectual Property or Personal & Advertising Injury from the content on the Insured's Website	Coverage for actions of liable, slander or extortion on the County's website, Facebook or Twitter. Also includes the streaming of County Board meetings.
<b>Regulatory Coverage</b>	Provides coverage for actions/proceedings against the Insured by a regulatory agency (Attorney Generals, Dept. of Health & Human Services, FTC, Etc.) resulting from a violation of a Privacy Law	Coverage for fines or penalties imposed by regulatory agency for violations of HIPPA or Data Practices.
<b>Event Management</b>	Breach Notification Crisis Management/Public Relations Costs (we have coverage of \$50k here could increase to \$250k) Forensic Consulting Costs Credit Monitoring / Identity restoration	<ul style="list-style-type: none"> <li>• Coverage for credit monitoring of individuals affected by breach.</li> <li>• Public relations for crisis response</li> <li>• Outside Forensic IT services to Identify details on breach</li> <li>• Defense counsel cost</li> </ul>
<b>Network Interruption</b>	Provides coverage for the Loss of Income and expenses incurred to reduce Loss of Income, minimize the duration of a Network Interruption, Forensic Expenses due to a Network Attack/Denial of Service Attack	
<b>Data Restoration Loss</b>	Costs the Insured incurs to restore data destroyed or altered as a result of a network security breach; if data cannot be restored coverage will pay the costs the Insured incurred to make that determination	
<b>Cyber Extortion</b>	Costs the Insured incurs to respond to a threat by a third party to commit a network security breach or privacy breach	



# Board of Commissioners

## Request for Board Action

Item Number: DC-3804

Agenda #: 10.1

Meeting Date: 10/29/2024

**DEPARTMENT:** Environmental Resources

**FILE TYPE:** Consent Action

### TITLE

**Certification Of Property Assessed Clean Energy (PACE) Charges For Energy Improvements On Properties In Cities Of Rosemount And Eagan**

### PURPOSE/ACTION REQUESTED

Certify Property Assessed Clean Energy (PACE) charges for energy improvement projects on the OMNI Wine Holdings LLC Property in the City of Rosemount and for Coventry Properties of Eagan.

### SUMMARY

By Resolution No. 17-144 (March 21, 2017), the Dakota County Board of Commissioners approved a joint powers agreement (JPA) with the Port Authority of the City of Saint Paul (Port Authority) for the implementation of the PACE program within Dakota County. Through the JPA, the Port Authority is responsible for implementing and administering the PACE program in Dakota County and providing financing for energy improvements to eligible applicants. The County provides for the impositions of special assessments pursuant to Minn. Stat. § 216C.435 and 216C.436 and Chapter 429 as needed in connection with that program. To facilitate and encourage the financing of energy improvements on the property so benefitted, the Port Authority has approved the application of and has requested PACE special assessments on the following properties in Dakota County:

Property Owner: OMNI Wine Holdings, LLC  
Parcel Number: 34-03210-75-016  
Assessment: \$171,400  
Interest Rate: 6.95%  
Finance Period: 14 years  
Accrual Date: 1/1/2025

Property Owner: Coventry Properties of Eagan  
Parcel Number: 10-72940-01-010  
Assessment: \$3,000,000  
Interest Rate: 8.22%  
Finance Period: 29 years  
Accrual Date: 1/1/2026

After the imposition of special assessments, the County will collect the assessment payments twice a year and remit them to the Port Authority for use in the repayment of the loan(s) or bond(s). The County will take all actions permitted by law to recover the assessments, including, without limitation, reinstating the outstanding balance of assessments when the land returns to private ownership, in

accordance with Minn. Stat. § 429.071, subd. 4.

The special assessment will be certified to the County Treasurer-Auditor and entered into the tax lists for the following year. The annual installment and interest will be collected at the same time and in the same manner as real property taxes. The special assessment, with accruing interest, is a lien upon the benefited property until paid.

**RECOMMENDATION**

Staff recommends authorizing the Dakota County Treasurer-Auditor to extend the proposed special assessment plus accruing interest on the properties set forth and listed above.

**EXPLANATION OF FISCAL/FTE IMPACTS**

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

**RESOLUTION**

WHEREAS, the Dakota County Board of Commissioners approved the joint powers agreement (JPA) with the Port Authority of the City of Saint Paul (Port Authority) by Resolution No. 17-144 (March 21, 2017), designating the Port Authority to implement and administer Property Assessed Clean Energy (PACE) improvement financing on behalf of the County and providing for the impositions of special assessments pursuant to Minn. Stat. § 216C.435 and 216C.436 and Chapter 429 and as needed in connection with that program; and

WHEREAS, the County understands that the Port Authority will issue its PACE special assessment revenue bonds to finance the improvements and that the sole security for the bond will be special assessments imposed by the other cities and/or counties participating in PACE; and

WHEREAS, after imposition of the special assessments, the County will collect the assessment payments twice a year and remit them to the Port Authority for use in the repayment of the loan(s) or bond(s); and

WHEREAS, the County will take all actions permitted by law to recover the assessments, including, without limitation, reinstating the outstanding balance of assessments when the land returns to private ownership, in accordance with Minn. Stat. § 429.071, subd. 4; and

WHEREAS, the special assessment will be certified to the County Treasurer-Auditor and entered into the tax lists for the following year; and

WHEREAS, the annual installment and interest for current and delinquent collections or payoffs will be collected and disbursed at the same time and in the same manner as real property taxes, in accordance with Minn. Stat. §§ 276.11 and 276.111; and

WHEREAS, the special assessment, with accruing interest, is a lien upon the benefited property until paid.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Treasurer-Auditor to extend the proposed special assessment plus accruing interest on the property set forth and listed below:

Property Owner: OMNI Wine Holdings LLC  
Parcel Number: 34-03210-75-016  
Assessment: \$171,400  
Interest Rate: 6.95%  
Finance Period: 14 years  
Accrual Date: 1/1/2025

Property Owner: Coventry Properties of Eagan  
Parcel Number: 10-72940-01-010  
Assessment: \$3,000,000  
Interest Rate: 8.22%  
Finance Period: 29 years  
Accrual Date: 1/1/2026

; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners authorizes the County Treasurer-Auditor to extend the proposed special assessment plus interest on the properties identified herein and record this assessment against the properties with the Dakota County Recorder.

**PREVIOUS BOARD ACTION**

17-144; 3/21/17

**ATTACHMENTS**

None.

**BOARD GOALS**

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

**CONTACT**

Department Head: Nikki Stewart  
Author: Nikki Stewart





# Board of Commissioners

## Request for Board Action

Item Number: DC-3607

Agenda #: 10.2

Meeting Date: 10/29/2024

**DEPARTMENT:** Transportation

**FILE TYPE:** Consent Action

### TITLE

**Scheduling Of Public Hearing To Receive Comments On Eligible Projects For County Transportation Sales And Use Tax Funds**

### PURPOSE/ACTION REQUESTED

Schedule a public hearing pursuant to Minn. Stat. § 297A.993 to receive comments on the proposed list of eligible projects for County Transportation Sales and Use Tax funds.

### SUMMARY

To provide a safe and efficient multi-modal transportation system, Dakota County identifies priority transportation projects needed to improve safety and mobility. The Transportation Sales and Use Tax, authorized by Minn. Stat. § 297A.993 (The Act), enables counties to levy up to one-half of one percent sales and use tax and an excise tax of \$20 per motor vehicle to fund statutorily defined transportation and transit projects (Attachment: Stat. § 297A.993). The transportation or transit projects or improvements must be designated by the County Board following a public hearing.

Except for taxes for operating costs of a transit project or improvement, or for transit operations, the taxes must terminate when revenues raised are sufficient to finance the project. The Act allows the taxes to be used on more than one project or improvement. The County Board may dedicate the proceeds of the Transportation Sales and Use Tax to a new project by resolution after a public hearing.

Dakota County enacted a quarter-cent sales tax and \$20 excise tax on new vehicle sales starting October 1, 2017, by Resolution No.17-364 (June 20, 2017). The funds generated by the Transportation Sales and Use Tax have been identified to be used for a list of transportation projects, including transit, regional County highways, regional trails, and trunk highways. The County proposes updating the list of projects eligible for Transportation Sales and Use Tax funds to represent projected future transportation system needs identified in the 2040 Transportation Plan.

The proposed revisions generally include:

- Eliminating projects that have since been completed;
- Updating total project cost estimates and descriptions where new information is available;
- Adding highway and regional trail projects that were identified as needs in development of the Draft 2025-2029 County Manager's Recommended Budget and Capital Improvement Program (CIP).

The public hearing will be advertised in the Dakota County Tribune for at least 10 days prior to the hearing. The proposed list of projects (Attachment: Draft Project List) will be posted on the Dakota County website for review.

**RECOMMENDATION**

Staff recommends that the County Board schedule a public hearing at their meeting on December 3, 2024, at 9:00 AM to receive comments and adopt an updated list of eligible projects for County Transportation Sales and Use Tax Funds.

**EXPLANATION OF FISCAL/FTE IMPACTS**

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

**RESOLUTION**

WHEREAS, Minn. Stat. § 297A.993 (the Act) authorizes the Dakota County Board to levy up to one-half of one percent sales and use tax and an excise tax of \$20 per motor vehicle to fund statutorily defined transportation and transit projects; and

WHEREAS, by Resolution No. 17-364 (June 20, 2017), the Dakota County Board enacted a quarter-percent sales tax and \$20 excise tax on new vehicle sales starting October 1, 2017, to fund identified transit, regional County highway, trail, and trunk highway transportation projects; and

WHEREAS, Dakota County has identified a proposed updated list of transportation projects eligible for Transportation Sales and Use Tax funds consistent with the needs identified in the Draft 2040 Transportation Plan; and

WHEREAS, the Act allows the County Board to dedicate the proceeds of the Transportation Sales and Use Tax to a new enumerated project by resolution after a public hearing.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby schedules a public hearing for December 3, 2024, at 9:00 AM in the Boardroom, Dakota County Administration Center, 1590 Highway 55, Hastings, Minnesota, for the purpose of receiving comments on an updated list of eligible projects for County Transportation Sales and Use Tax Funds.

**PREVIOUS BOARD ACTION**

17-364; 6/20/17

**ATTACHMENTS**

Attachment: Minn. Stat. § 297A.993

**BOARD GOALS**

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

**CONTACT**

Department Head: Erin Laberee

Author: Gina Mitteco

## Dakota County Transportation Sales and Use Tax

The Dakota County Transportation Sales and Use Tax (Sales and Use Tax) fund provides investments in regional and multi-modal transportation projects as part of the broader county transportation system. The funds are collected through a quarter-cent sales tax and \$20 excise tax on new vehicle sales authorized under Minn. Stat. §297A.993. The Sales and Use Tax was enacted by the Dakota County Board of Commissioners on October 1, 2017.

Dakota County designated the use of the Sales and Use Tax for regional multi-modal transportation projects. These types of projects have been defined by the County as those that meet the following criteria:

- Regional transitway capital and operating costs
- County Highway projects
  - Principal Arterials
  - Highways with greater than one-half mile access spacing
  - 10-ton highway replacement and modernization, and expansion projects
  - 4-lane County Highways on new alignment
  - County State Aid Highways
  - County Roadways
- Trunk Highway projects
- Transit service expansion capital and operating costs
- Regional trail and greenway projects
- Capital cost of constructing buildings for maintaining transportation/transit projects or improvements

### **DRAFT** Eligible Projects for Transportation Sales and Use Tax Funds: 2024-2034

Project Description	Total Est. Project Cost
<b>TRANSPORTATION MAINTENANCE FACILITIES</b>	
1. Empire Maintenance Facility <i>NEW</i>	\$25,000,000
<b>COUNTY HIGHWAY PROJECTS</b>	
2. CSAH 46 Expansion: TH 3 to TH 52—Rosemount, Coates, and Empire	\$43,000,000
3. CSAH 46 Reconstruction: 1,000 feet west of Pleasant Drive to TH 61—Hastings	\$14,600,000
4. CSAH 32 Expansion: CSAH 71 to TH 52 – Inver Grove Heights	\$18,900,000
5. CSAH 42 Management improvements: Western County line to TH 52 – Burnsville, Apple Valley, and Rosemount	\$32,000,000
6. CSAH 86 Reconstruction: Western County line to TH 3 – Greenvale, Eureka, and Castle Rock Townships	\$22,000,000
7. CSAH 88 Reconstruction: CR 94 to TH 56—Randolph Township	\$8,000,000
8. CSAH 88 Reconstruction: TH 56 to Finch Ct—Randolph Township	\$8,400,000
9. CSAH 91 Reconstruction: Miesville Trail to TH 61—Miesville, Douglas Township	\$6,090,000
10. CSAH 54 Reconstruction: Hastings east city limits to CSAH 68 – Ravenna Township	\$40,000,000
11. CSAH 31 Reconstruction: CSAH 74 to CSAH 50 – Farmington <i>NEW</i>	\$8,600,000
12. CSAH 47 Reconstruction: TH 3 to CSAH 86 – Waterford, Sciota, and Castle Rock Townships <i>NEW</i>	\$16,700,000

<b>Project Description</b>	<b>Total Est. Project Cost</b>
13. CSAH 47 Reconstruction: CSAH 86 to TH 50 – Castle Rock Twp, Hampton Twp, and Hampton <b>NEW</b>	\$14,500,000
14. CSAH 60 Expansion: east of CSAH 50 to Ipava Avenue – Lakeville <b>NEW</b>	\$10,200,000
15. CSAH 74 Reconstruction: CSAH 31 to Honeysuckle Lane – Farmington <b>NEW</b>	\$4,200,000
<b>TRUNK HIGHWAY PROJECTS</b>	
16. TH 3 Safety and Mobility Improvements: 55th Street to TH 55—Inver Grove Heights	\$24,000,000
17. TH 3 Safety and Mobility Improvements: TH 149 to downtown Rosemount—Eagan, Inver Grove Heights, and Rosemount	\$42,000,000
18. TH 55 Safety and Mobility Improvements: TH 52 to General Sieben Drive – Rosemount, Nininger Township, and Hastings	\$48,000,000
19. I-35/CSAH 50 Interchange: Lakeville	\$63,000,000
20. I-494 and Future CSAH 63 Interchange: Inver Grove Heights	\$75,000,000
21. TH 55 and CSAH 28 interchange: Inver Grove Heights	\$50,000,000
22. TH 13 Corridor Improvements: Grade Separation at Nicollet Avenue – Burnsville	\$43,000,000
<b>TRANSIT SERVICE EXPANSION CAPITAL AND OPERATING COSTS</b>	
23. Up to \$580,000 annually for non-transitway transit service expansion capital and operating costs (based on 2040 Transportation Plan guidance)	\$5,405,000
<b>REGIONAL TRAIL PROJECTS</b>	
24. Mississippi River Greenway: Hastings Bluff and Overlook <b>NEW</b>	\$1,515,000
25. Vermillion Highlands Greenway: Rosemount (Connemara to CSAH 42 to 155 <sup>th</sup> ) <b>NEW</b>	\$2,600,000
26. Lebanon Hills Greenway: Eagan, Inver Grove Heights <b>NEW</b>	\$2,200,000
27. North Creek Greenway: East Lake Park Trailhead and Trail Recon <b>NEW</b>	\$500,000
28. North Creek Greenway: Eastview Segment/170 <sup>th</sup> St Crossing <b>NEW</b>	\$120,000
29. Lake Marion Greenway: Ritter Farm to Murphy-Hanrehan <b>NEW</b>	\$300,000
30. Greenway Collaborative Projects: up to \$2M annually for greenways <b>NEW</b>	\$20,000,000
31. Lake Marion Greenway: Lakeville, Downtown to Holyoke <b>NEW</b>	\$800,000
32. North Creek Greenway: Vermillion River and South Creek -Farmington <b>NEW</b>	\$2,250,000
33. Vermillion Highlands Greenway: Whitetail Woods to Farmington <b>NEW</b>	\$2,500,000
34. Lebanon Hills Greenway: Cole Gap <b>NEW</b>	\$2,550,000
35. Lebanon Hills Greenway: Mendota Hills Gap <b>NEW</b>	\$2,705,000
36. River to River Greenway: Mendota Heights, TH 149 Crossing <b>NEW</b>	\$3,700,000
37. Lake Marion Greenway: Dodd Blvd (CSAH 9) Underpass <b>NEW</b>	\$500,000
38. North Creek Greenway: Apple Valley CSAH 42 Underpass <b>NEW</b>	\$1,100,000
39. Rosemount Greenway: Flint Hills Park to Mississippi River Greenway/Spring Lake <b>NEW</b>	\$300,000
40. Vermillion Highlands Greenway: 155th to Whitetail Woods (UMORE Segment) <b>NEW</b>	\$300,000
41. Vermillion Highlands Greenway: Biscayne to Bella Vista <b>NEW</b>	\$475,000
42. Vermillion River Greenway: Biscayne to Miles Wildlife Management Area <b>NEW</b>	\$600,000
43. Vermillion River Greenway: Denmark (CSAH 31) Crossing <b>NEW</b>	\$500,000
44. Lake Marion Greenway: Cedar Avenue to Denmark <b>NEW</b>	\$300,000

<b>Project Description</b>	<b>Total Est. Project Cost</b>
45. Rosemount Greenway: Flint Hills Park to Mississippi River Greenway/Spring Lake <i>NEW</i>	\$4,150,000
46. Rosemount Greenway: Bonaire to Lebanon Hills <i>NEW</i>	\$300,000
47. Lake Marion GW: Lakeville CSAH 23 Crossing <i>NEW</i>	\$ 325,000
48. Lake Marion Greenway: Lakeville (Holyoke to CSAH 23) <i>NEW</i>	\$ 300,000
49. Lebanon Hills Greenway: Eagan/IGH TH 55 & CSAH 28 Crossings <i>NEW</i>	\$1,150,000
50. River to River Greenway: Mendota Heights Valley Park <i>NEW</i>	\$2,000,000
51. Greenway Wayfinding <i>NEW</i>	\$450,000
52. Veterans Memorial Greenway: Phases 2 and 3 (Design) <i>NEW</i>	\$1,000,000
<b>TOTAL</b>	<b>\$678,085,000</b>



# Board of Commissioners

## Request for Board Action

Item Number: DC-3622

Agenda #: 10.3

Meeting Date: 10/29/2024

**DEPARTMENT:** Transportation

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Accept Local Road Improvement Program Grant Funding Assistance And Demonstration Of Full Funding For 117th Street Reconstruction Of County State Aid Highway 32, County Project 32-65**

### PURPOSE/ACTION REQUESTED

Authorize the acceptance of State of Minnesota (State) bonding dollars, which will be administered by the Minnesota Department of Transportation (MNDOT) for costs associated with the adopted 2024 -2028 Capital Improvement Program (CIP) budget for County State Aid Highway (CSAH) 32 (117th Street East) at Trunk Highway (TH) 52/117th Street Interchange, County Project (CP) 32-65 (City Project No. 2016-17; State Project [SP] 019-632- 051, SP 178-020-032, SP 019-671-007, and SP 1907-127) (Attachment: Location Map).

### SUMMARY

To provide a safe and efficient transportation system, the City of Inver Grove Heights, in cooperation with Dakota County, is proceeding with CP 32-65. The project will reconstruct 117th Street East from CSAH 71 (Rich Valley Boulevard) to the TH 52/117th Street Interchange. The project is a part of the larger CSAH 32 network in Dakota County, which connects Interstate 35W in Burnsville to TH 52 in Inver Grove Heights. The corridor serves a high volume of freight traffic. The purpose of the project is to meet 10-ton design standards, enhance transportation system efficiency and mobility, reduce access points, improve pavement conditions, and facilitate the phased development of an essential east-west transportation corridor within the region.

Minnesota Management and Budget (MMB) requires documentation of the total project cost (total capital costs) and identification of the source and status of all funding. If additional financing is needed to complete a project beyond the amount of the state appropriation plus matching requirements specified in the appropriation bill, the grantee must demonstrate that all funding is in place to complete the project. This is the "full funding requirement" addressed in Minn. Stat. §§ 16A.502 and 16A.695, subd. 6.

Given that the project's cost estimate exceeds the initial projection, the County and City must demonstrate their capability to cover the additional amount. Additional financing is required to successfully complete CP 32-65 beyond the amount allocated in the 2024 CIP. As the lead agency, the County must demonstrate that it has all the necessary financing to bring the project to fruition, as stipulated in Minn. Stat. §§ 16A.502 and 16A.695, subd. 6. This commitment must be in place before the grant can be available. The County must also authorize the acceptance of State bonding dollars for the project and ensure all necessary documentation and approvals are obtained.

**RECOMMENDATION**

Staff recommends that the Dakota County Board of Commissioners authorize the Physical Development Director to accept the State bonding grant funding and ensure all necessary documentation and approvals are obtained according to the state requirements for CP 32-65.

**EXPLANATION OF FISCAL/FTE IMPACTS**

The 2024 Transportation CIP includes a total of \$23,460,000 for the project. A future budget amendment will be necessary at the time of bidding.

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

**RESOLUTION**

WHEREAS, to provide a safe and efficient transportation system, the County and the City are proceeding with County Project 32-65 (City Project 2016-17; State Project [SP] 019-632- 051, SP 178-020-032, SP 019-671-007, and SP 1907-127); and

WHEREAS, the project will reconstruct 117th Street East from County State Aid Highway (CSAH) 71 (Rich Valley Boulevard) to the Trunk Highway (TH) 52/117th Street Interchange; and

WHEREAS, the purpose of the project is to meet 10-ton design standards, enhance transportation system efficiency and mobility, reduce access points, improve pavement conditions, and facilitate the phased development of an essential east-west transportation corridor within the region; and

WHEREAS, under the provisions contained in Minnesota Laws of 2023, Chapter 72, Article 1, Section 16, Subdivision 13, the State of Minnesota appropriated \$5,000,000 in General Obligation bonds for a grant to the City of Inver Grove Heights (City) or Dakota County (County) "to perform final design, acquire right-of-way, acquire easements, and reconstruct 117th Street from Rich Valley Boulevard (Dakota County Road 71), including intersection improvements thereto in both directions up to 1,500 feet, to approximately 800 feet east of U.S. Highway 52 to improve safety, mobility, and traffic conditions. This appropriation includes the cost for relocation and construction of public utilities on 117th Street, including sanitary sewer, water main, and storm sewer facilities"; and

WHEREAS, the adopted 2024-2028 Capital Improvement Program budget for County Project 32-65 includes \$1,678,410 from Transportation Advancement Account and \$8 ,047,590 from Transportation Sales Tax; and

WHEREAS, the County has the legal authority to apply for financial assistance and the institutional, administrative, and managerial capability to ensure adequate acquisition, construction, maintenance, and protection of the proposed project; and

WHEREAS, the County has not incurred any reimbursable expenses prior to the effective date of the session law providing the state appropriation; and

WHEREAS, the County has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest, or other unlawful or corrupt practice; and



WHEREAS, upon approval of its application by the state, the County may enter into an agreement with the State of Minnesota for the above referenced project and certifies that it will comply with all applicable laws and regulations as stated in the contract agreement.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners, in cooperation with the City of Inver Grove Heights, hereby pledges to complete the project if it exceeds the total funding provided by the proposed \$5,000,000 grant from the Minnesota Department of Transportation; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby approves the financial capability to provide any required matching funds and that for the purposes of financing the 117th Street Reconstruction project, the source of County's matching funds in the amount of \$2,700,000 shall be from the Dakota County Transportation Sales Tax Special Revenue Fund and will not include other State funding sources; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Dakota County Physical Development Director to execute such grant agreements as are necessary to implement the project on behalf of the County.

**PREVIOUS BOARD ACTION**

12-365 7/31/12  
23-075; 2/28/23

**ATTACHMENTS**

Attachment: Location Map

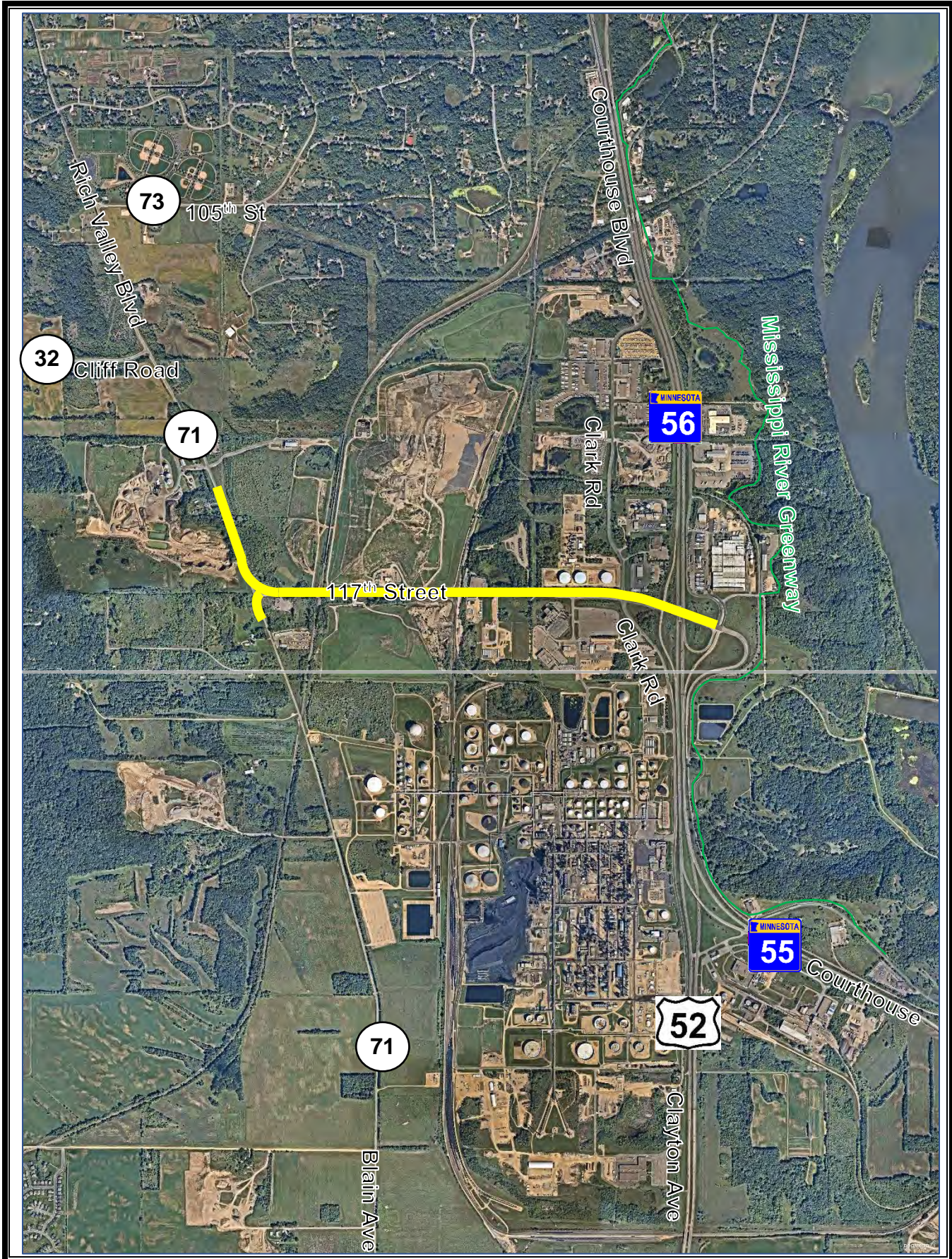
**BOARD GOALS**

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

**CONTACT**

Department Head: Erin Laberee  
Author: John Sass





# County Project 32-65





# Board of Commissioners

## Request for Board Action

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Item Number: DC-3640

Agenda #: 10.4

Meeting Date: 10/29/2024

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**DEPARTMENT:** Transportation

**FILE TYPE:** Consent Action

### TITLE

**Request To Commissioner Of Transportation To Transfer Excess Municipal State Aid Construction Funds To Regular State Aid Construction Account**

### PURPOSE/ACTION REQUESTED

Request that the Commissioner of Transportation transfer excess Municipal State Aid Construction Funds (Municipal Account) to the Regular State Aid Construction Account (Regular Account).

### SUMMARY

Dakota County receives County State Aid Highway (CSAH) funds for highway construction projects. These funds are allocated to Dakota County's Regular Account and Municipal Account. The Municipal Account can only be used for projects located in cities with a population of less than 5,000. Since funds in the Regular Account can be used on any CSAH route, transferring excess funds from the Municipal Account to the Regular Account would not jeopardize future projects in cities under 5,000. This action is routinely done to provide greater flexibility in the use of Dakota County's CSAH funds and to prevent a reduction in State Aid funding received by the County.

The County State Aid Screening Board (Screening Board) is a board of designated county engineers appointed by the Commissioner of Transportation. The Screening Board recommends to the Commissioner of Transportation how State Aid funds are apportioned to each county. Local governments receive State Aid funds based on how much money they "need" to bring their highways up to standard. The Screening Board rules include a deduction in needs if the Municipal Account balance exceeds five years of apportionment. To avoid a reduction in "needs" and a corresponding funding reduction, State Aid rules allow a transfer of Municipal Account fund balance in excess of two years apportionment to the Regular account. The County's current Municipal Account fund balance is \$2,315,012. The Municipal Account apportionment was \$422,613 in 2023 and \$467,399 in 2024. To prevent a reduction of the 2025 State Aid apportionment, Dakota County may, therefore, reduce the Municipal Account fund balance by up to \$1,425,000, which would leave a balance equal to two years' apportionment (\$890,012).

### RECOMMENDATION

Staff recommends the County Board request the Commissioner of Transportation transfer \$1,425,000 from Dakota County's Municipal Account to the Regular Account.

### EXPLANATION OF FISCAL/FTE IMPACTS

The transfer will increase the amount of Regular Account available to the County by \$1,425,000 and reduce the Municipal Account balance by \$1,425,000. This transfer has no impact on the County





# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3748

**Agenda #:** 10.5

**Meeting Date:** 10/29/2024

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**DEPARTMENT:** Parks, Facilities, and Fleet Management

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Purchase Fuel From State Of Minnesota Fuel Consortium Program**

### PURPOSE/ACTION REQUESTED

Authorize the purchase of 70 percent of the County's anticipated unleaded and diesel fuel needs for the period of February 1, 2025, to January 31, 2026, on a fixed price basis from the State of Minnesota Fuel Consortium Program (Consortium) with the remainder being purchased under the State or local spot pricing purchasing programs.

### SUMMARY

In 2024, Dakota County Fleet Management participated in the 16th year of the Consortium, which provides an option to purchase fuels at a fixed price. Prior to 2009, all County unleaded and diesel fuel needs were met through purchases on the spot price market. For 2024, participation in this State program enabled the County to lock in a fixed price of \$2.59 a gallon for 70 percent of its unleaded fuel needs and a fixed price of \$3.23 a gallon for 70 percent of its diesel fuel needs. In comparison with purchasing on the spot market, the ability to lock in the fuel purchased at competitive prices via the Consortium helped ensure accurate County budget planning as well as budget stability.

Due to the continuing success of the Consortium, the State will continue to offer this program to all its Cooperative Purchasing Venture (CPV) members in the nine-county metropolitan area. In 2024, this program has over 50 municipalities joining together to purchase over 15 million gallons of fuel. By joining together, these municipalities have been able to secure lower prices per gallon over purchasing individually.

In 2025, the Consortium will provide CPV members with the opportunities to purchase fuel based on two pricing strategies that include fixed pricing and spot pricing. Fixed pricing is a fixed amount per gallon for an exact number of gallons to be purchased. Spot pricing is a fixed markup on the current open market retail price per gallon at the refinery. The current program pricing will expire on January 31, 2025. The new program will run for 12 months, from February 1, 2025, to January 31, 2026. Solicitation for CPV members is taking place in November so they can react quickly to market conditions that would affect fuel prices for the new program term.

While the primary intent of this program is to manage the County's fuel costs within budget, Dakota County has, since 2009, saved over \$932,898 when comparing the State contract price per gallon to the average annual open market rates, not including the savings in staff time due to the use of the State contract (Attachment: Fuel Cost Comparison).

Current State mandates require all unleaded fuel sold in Minnesota to contain 10 percent ethanol and all diesel fuel purchased from April to September to contain 20 percent biofuel, with all diesel fuel purchased from October to March to contain a five percent biofuel blend.

**RECOMMENDATION**

Given the volatility of the fuel markets and the uncertainty regarding fuel pricing in 2025, staff recommends that the County reduce the potential variability of County fuel expenses in 2025 by again participating in the State fixed price Fuel Consortium Program. More specifically, Fleet Management staff, and Budget staff recommend that Dakota County purchase 70 percent of its estimated unleaded gas supplies and diesel fuel supplies through the Consortium. Based on the average fuel use, staff estimates this would equate to purchasing 127,000 gallons of unleaded fuel and 102,000 gallons of diesel fuel through the program. This would require the County to commit to expending approximately \$791,475 of an estimated \$1,180,679 fuel budget for 2025 on the fixed price program, with the remaining fuel purchases completed on the spot price market.

**EXPLANATION OF FISCAL/FTE IMPACTS**

The proposed 2025 Fleet fuel budget for unleaded and diesel fuel is \$1,180,679. Purchasing a fixed percentage of the Dakota County fuel needs on a fixed price basis will better position the County to maintain total fuel expenditures within the 2025 County Manager’s recommended budget for this line item.

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

**RESOLUTION**

WHEREAS, Dakota County has experienced significant variability in spot market fuel prices in the past; and

WHEREAS, the State of Minnesota is offering participants in the Fuel Consortium Program (Consortium) an opportunity to purchase fuel on a fixed price basis for a period of February 1, 2025, to January 31, 2026; and

WHEREAS, the fixed prices available under the Consortium program are expected to be lower than prices available through the spot market; and

WHEREAS, purchasing fuel on a fixed price basis will ensure accurate County budget planning and budget stability; and

WHEREAS, Dakota County holds a cooperative purchase agreement with the State of Minnesota that allows the County to purchase from vendors under contract with the State of Minnesota; and

WHEREAS, the use of the Consortium will reduce Dakota County administrative costs associated with the competitive bidding process and avoid duplication of activity.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to purchase 70 percent (127,000 gallons) of the County’s estimated unleaded fuel need and 70 percent (102,000 gallons) of the County’s estimated diesel fuel needs for the period of February 1, 2025, to January 31, 2026, through the State Fuel

Consortium Program, at the rates approved by the State of Minnesota; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners authorizes the Physical Development Director to purchase the remaining amount of fuel necessary for County operations from the State Spot Price Program or through local spot price vendors.

**PREVIOUS BOARD ACTION**

23-508, 11/14/23

**ATTACHMENTS**

Attachment: Fuel Cost Comparison

**BOARD GOALS**

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

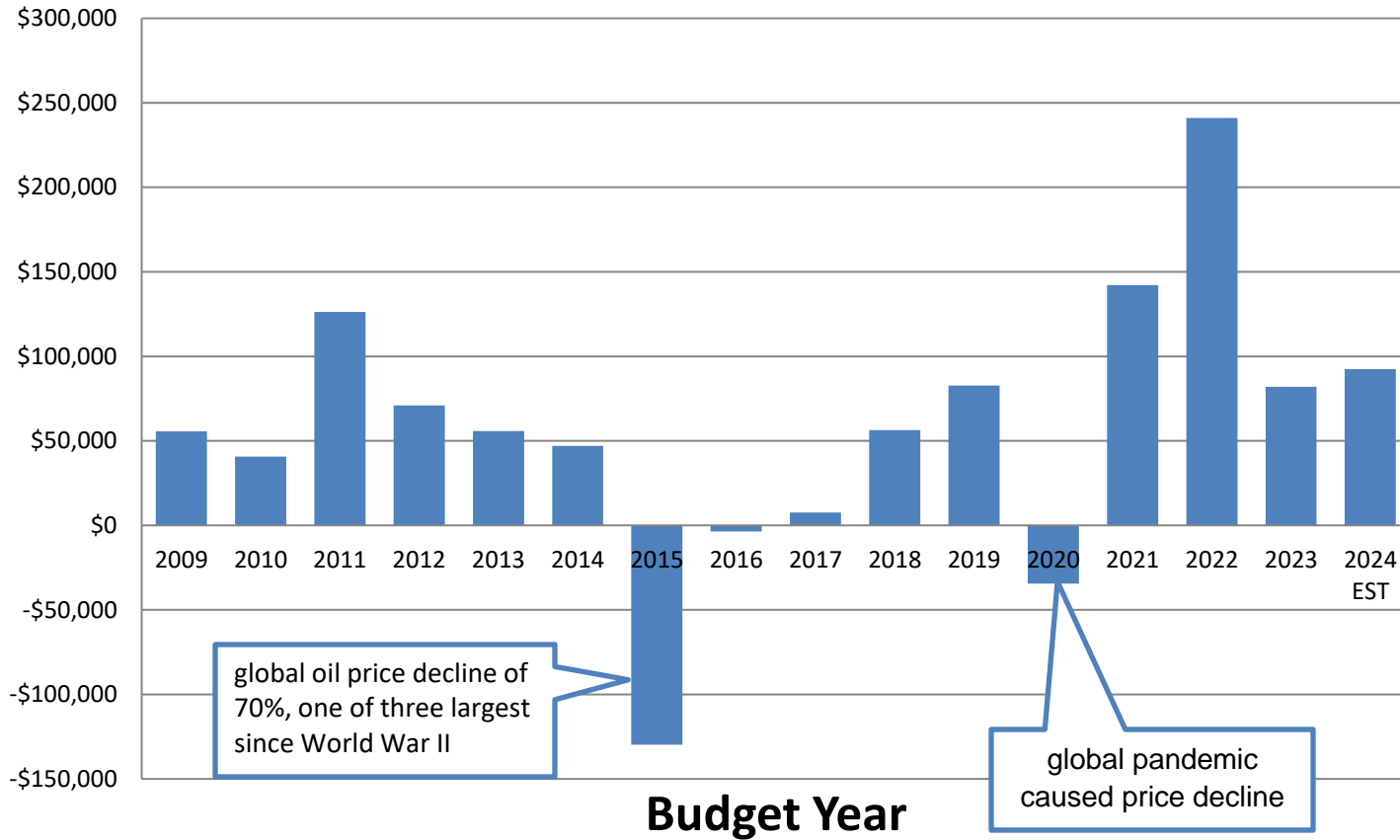
**CONTACT**

Department Head: Georg Fischer

Author: Kevin Schlangen

## 16 Year Program Savings \$932,898 Over Open Market

Annual Program Savings Over Open Market







# Board of Commissioners

## Request for Board Action

**Item Number:** DC-3811

**Agenda #:** 10.6

**Meeting Date:** 10/29/2024

**DEPARTMENT:** Physical Development Administration

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Submit Funding Request To State Park Road Account Program For Paving Spring Lake Regional Park Reserve West Entrance And Pine Bend Trail Between Fahey Avenue And Fischer Avenue And To Accept Funds If Awarded**

### PURPOSE/ACTION REQUESTED

Authorize staff to submit funding request to the State Park Road Account (SPRA) program for paving Spring Lake Regional Park Reserve West entrance and Pine Bend Trail between Fahey Avenue and Fischer Avenue, and to accept funds if awarded.

### SUMMARY

The Minnesota Department of Natural Resources SPRA provides financial assistance to local governments for improving access to public recreation facilities including public lakes and rivers. West Spring Lake Regional Park Reserve is currently accessed only by gravel roads. The completion of the Mississippi River Greenway, introduction of Bison and the planned supporting facilities will increase traffic to the park and expectations for paved access. Staff is proposing a phased approach to complete paved access to the park (Attachment: Map):

Phase 1: Pave Pine Bend Trail east of Fahey Avenue and Archery/Youth Camp access roads. When combined with the Fischer Avenue improvements this will complete paved access from Fahey Avenue into the two primary use areas of West Spring Lake Regional Park Reserve.

Phase 2: Fahey Avenue from TH 55 to Pine Bend Road. This segment requires more extensive design and coordination with the Minnesota Department of Transportation (MnDOT) and City of Rosemount. Future project would complete a paved surface access. Phase 2 would likely qualify for additional SPRA program in future funding year.

The proposed 2025 SPRA funding request would be for phase 1 improvements. The phase 1 cost estimate is \$1,200,000, including project delivery costs. Dakota County would request \$750,000 from the SPRA program.

### RECOMMENDATION

Staff recommends submittal of a request for up to \$750,000 to the SPRA program for improving access to Spring Lake Regional Park Reserve and the Mississippi River.

### EXPLANATION OF FISCAL/FTE IMPACTS

The Phase 1 projects are included in the Draft 2025-2029 Parks Capital Improvement Program and

programmed in project year 2026.

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

**RESOLUTION**

WHEREAS, the Minnesota Department of Natural Resources is accepting requests for the State Park Road Account (SPRA) program; and

WHEREAS, the SPRA program funds eligible construction costs related to improving access to public recreation areas including public lakes and rivers; and

WHEREAS, Dakota County has identified a need to pave primary access roads into the west side of Spring Lake Regional Park Reserve; and

WHEREAS, the Phase 1 improvements are estimated at \$1,200,000; and

WHEREAS, staff recommends submittal of a request for up to \$750,000 to the SPRA program for improving access to Spring Lake Regional Park Reserve and the Mississippi River; and

WHEREAS, the Phase 1 improvements are included in the Draft 2025-2029 Parks Capital Improvement Program and programmed in project year 2026, and

WHEREAS, project submittals are due November 1, 2024.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the submission to the Minnesota Department of Natural Resources State Park Road Account program and authorizes the Physical Development Director to accept funding, if awarded, and execute required agreements subject to approval as to form by the Dakota County Attorney's Office; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby approves requesting required letters of support from the City of Rosemount and the Minnesota Department of Natural Resources.

**PREVIOUS BOARD ACTION**

None.

**ATTACHMENTS**

Attachment: Map

**BOARD GOALS**

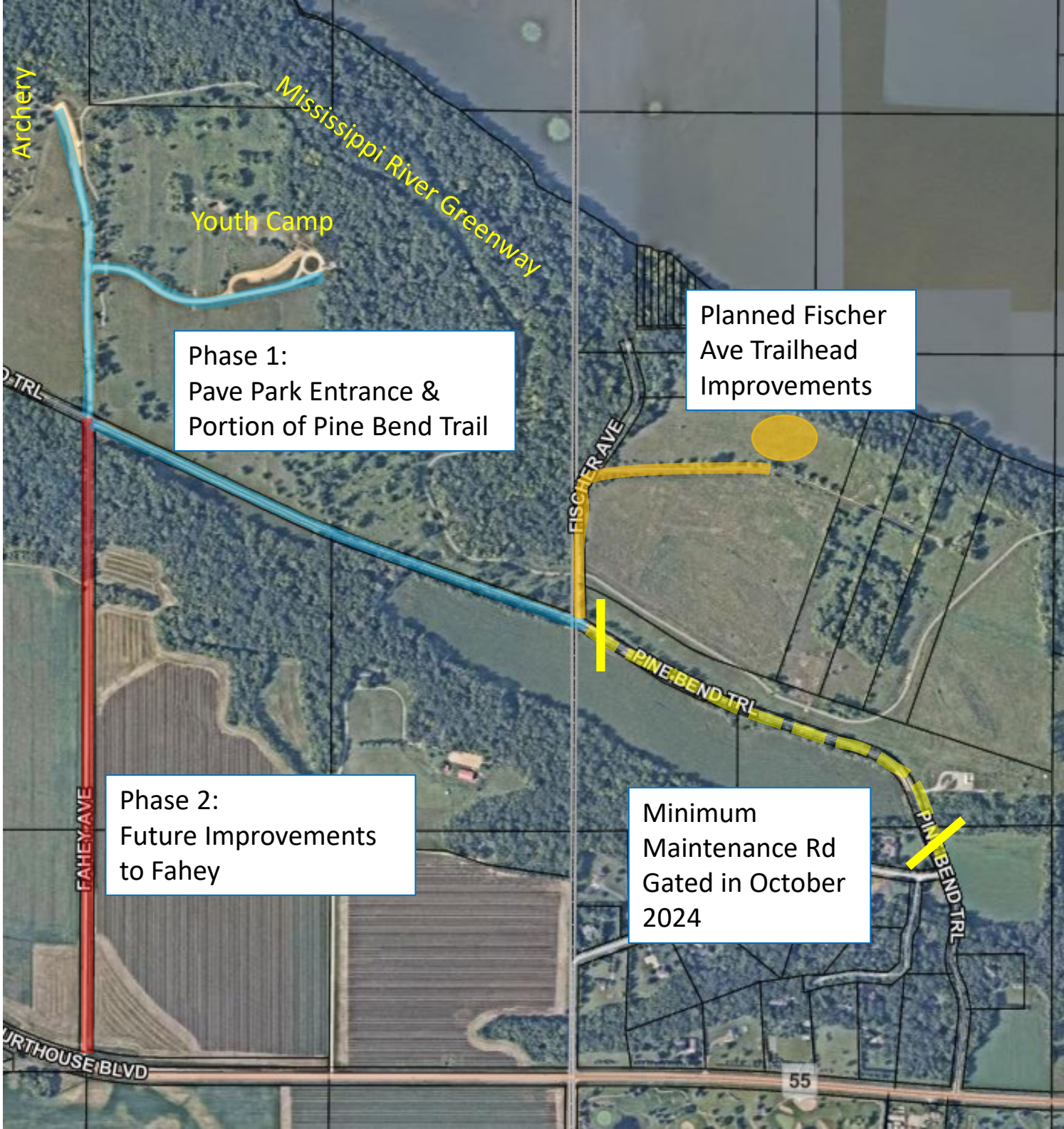
- A Great Place to Live             A Healthy Environment  
 A Successful Place for Business and Jobs             Excellence in Public Service

**CONTACT**

Department Head: Niki Geisler

Author: John Mertens

# West – Spring Lake Regional Park Reserve – Phased Access Improvements





# Board of Commissioners

## Request for Board Action

Item Number: DC-3842

Agenda #: 10.7

Meeting Date: 10/29/2024

**DEPARTMENT:** Parks, Facilities, and Fleet Management

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute Lease Agreement Amendment With University Of Minnesota Regional Extension For Office Space Located At Extension And Conservation Center**

### PURPOSE/ACTION REQUESTED

Authorize the execution of a Lease Agreement Amendment with the University of Minnesota (U of MN) Regional Extension office for office space located at the Dakota County Extension and Conservation Center.

### SUMMARY

The U of M Regional Extension office leases space from Dakota County in the Extension and Conservation Center located in Castle Rock Township. Since the lease began in January 2004, the U of MN occupied this space and provided services throughout the region. The lease expired on June 30, 2023, at which point the lease went on a month-to-month basis in the amount of \$4,627.27 per month, pending future ownership considerations of the facility. The U of M and Dakota County have now agreed to the terms of a one-year lease agreement amendment commencing on October 1, 2024, through September 30, 2025, with five successive one-year options (Attachment: Draft Lease Agreement Amendment). This rate of \$4,766.09 per month is a three percent increase each year from the previous lease rate.

Facilities Management, the County Attorney’s Office, and the U of M have agreed to the terms to execute an agreement amendment.

### RECOMMENDATION

Staff recommends execution of the lease agreement amendment with the U of M Regional Extension Office.

### EXPLANATION OF FISCAL/FTE IMPACTS

Revenue from this lease is included in the 2024 Facilities Management Adopted Budget and is included in the 2025 County Manager’s Recommended Budget.

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

### RESOLUTION

WHEREAS, the Dakota County Board of Commissioners must approve all leases and license agreements; and



WHEREAS, the University of Minnesota leases space from Dakota County at the Extension and Conservation Center; and

WHEREAS, the lease period ended June 30, 2023, at which point the lease went on a month-to-month basis in the amount of \$4,627.27 per month, pending future ownership considerations of the facility; and

WHEREAS, the University of Minnesota and Dakota County have now agreed to the terms of a one-year lease agreement amendment commencing on October 1, 2024, through September 30, 2025, with five successive one-year options; and

WHEREAS, this rate of \$4,766.09 per month is a three percent increase from the previous lease rate; and

WHEREAS, staff from Facilities Management, the County Attorney's Office, and the University of Minnesota have agreed to license amendment terms; and

WHEREAS, the lease rates cover the costs associated with the provision of space in the facility.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to execute a lease agreement amendment with the University of Minnesota for office space at the Dakota County Extension and Conservation Center, substantially as presented, subject to approval of the County Attorney's Office as to form.

### PREVIOUS BOARD ACTION

None.

### ATTACHMENTS

Attachment: Lease Agreement Amendment Draft

### BOARD GOALS

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

### PUBLIC ENGAGEMENT LEVEL

- |  |                                  |                                  |   |
|--|----------------------------------|----------------------------------|---|
| <input type="checkbox"/> Inform and Listen | <input type="checkbox"/> Discuss | <input type="checkbox"/> Involve | <input checked="" type="checkbox"/> N/A |
|--|----------------------------------|----------------------------------|---|

### CONTACT

Department Head: Michael Lexvold  
Author: Michael Lexvold

UNIVERSITY OF MINNESOTA

**THIRD AMENDMENT TO  
LEASE AGREEMENT**

**THIS THIRD AMENDMENT TO LEASE AGREEMENT** (the “**Third Amendment**”) is entered into effective as of the date of last signature below (the “**Effective Date**”) by and between the Dakota County, a political subdivision of the State of Minnesota (the “**Landlord**”), and Regents of the University of Minnesota, a Minnesota constitutional corporation (the “**University**”).

**WHEREAS**, Landlord and University entered into a Lease Agreement dated January 1, 2004, First Amendment to Lease Agreement dated July 26, 2018, and Second Amendment to Lease Agreement dated February 22, 2024 (collectively the “**Lease**”), providing for University’s use of approximately 2,502 rentable square feet in Suite 100 (the “**Leased Premises**”) in the Dakota County Extension and Conservation Center Building (the “**Building**”) located at 4100 220 Street West, Farmington, Minnesota, along with shared use of the parking lot, and use of Conference Rooms A and B; and

**WHEREAS**, the University and Landlord agreed to continue the Lease on a month-to-month basis effective July 1, 2023; and

**WHEREAS**, University and Landlord desire to amend the Lease in accordance with the terms and conditions of this Third Amendment.

**NOW, THEREFORE**, the parties agree as follows:

1. The above recitals are incorporated into and are a part of this Third Amendment. All capitalized terms not defined in this Third Amendment will have the meaning ascribed to them in the Lease.
2. The Term of the Lease shall continue for an extension term of one (1) year commencing October 1, 2024 and ending September 30, 2025 (“**Extension Term**”). For avoidance of doubt, neither party shall have the right to terminate the Lease on 120 days’ notice as described in the Second Amendment to Lease.
3. The University is hereby granted five (5) successive options of one (1) year each to continue the Lease after the Extension Term, provided University notifies Landlord in writing on its intent to renew the Lease at least thirty (30) calendar days prior to the expiration of the then current term (“**Renewal Options**”).

4. The Extension Term shall be on all the same terms and conditions of the Lease, except Rent shall be Four Thousand Seven Hundred Sixty-Six and 09/100 dollars (\$4,766.09) per month and increase by 3% each year on October 1<sup>st</sup> during the exercised Renewal Options.

5. Except as modified by this Third Amendment, all terms and conditions of the Lease shall remain in full force and effect.

6. This Third Amendment may be executed electronically and/or in one or more counterparts, each of which shall be deemed to be an original and together shall constitute one and the same instrument. The executed counterparts of this Third Amendment may be delivered by electronic means, such as email, and the receiving party may rely on the receipt of such executed counterpart as if the original had been received.

**IN WITNESS WHEREOF**, Landlord and University hereby execute this Third Amendment.

**Regents of the University of Minnesota**

**Dakota County**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Approved as to form:**

By: \_\_\_\_\_

Name:

Title: Assistant County Attorney

Date: \_\_\_\_\_





# Board of Commissioners

## Request for Board Action

Item Number: DC-3866

Agenda #: 10.8

Meeting Date: 10/29/2024

**DEPARTMENT:** Parks, Facilities, and Fleet Management

**FILE TYPE:** Consent Action

### TITLE

**Authorization To Execute Contract With Fitzgerald Excavating & Trucking Incorporated For Construction Of Interstate Valley Creek Stabilization, Authorization To Amend Budget, And Contract Amendment With Short-Elliott-Hendrickson, Inc., County Project P30002**

### PURPOSE/ACTION REQUESTED

- Authorize a construction contract with Fitzgerald Excavating & Trucking Incorporated, to complete the Interstate Valley Creek stabilization and water quality best management practice work for County Project (CP) P30002.
- Authorize execution of an encroachment agreement with Xcel Energy for work proposed within Xcel Energy electric transmission line easements for CP P30002.
- Authorize a budget amendment for construction administration, testing, and inspection.
- Authorize a second amendment to the Short-Elliott-Hendrickson Inc. (SEH) contract (C0035212) for construction administration, testing, and inspection for Interstate Valley Creek stabilization along River to River Greenway for (CP) P30002 in the city of Mendota Heights.

### SUMMARY

To enrich lives by providing high-quality recreation and education opportunities in harmony with natural resource preservation and stewardship, the Dakota County Soil and Water Conservation District (SWCD) has applied for and received Fiscal Year 2024 Clean Water Fund (CWF) grant funds through the 2024 MN Board of Water and Soil Resources (BWSR) to construct three stormwater management projects and three streambank stabilization projects along Interstate Valley Creek in Mendota Heights. Due to timing and construction site constraints, it is necessary to combine the design and implementation of those six projects with the planned completion of the River to River Greenway - Mendota Heights Valley Park - North of Marie project through Valley Park in Mendota Heights (Attachment: Project Location). To complete this work, an encroachment agreement is necessary with Xcel Energy to conduct work within their easement (Attachment: Xcel Energy Encroachment Application).

The project received a \$585,000 Clean Water Fund Grant. The grant is for stabilizing and improving stormwater treatment at Interstate Valley Creek. This project will reduce stormwater volume, cut erosion, and provide cleaner water.

### Construction Schedule

December 2024-August 2025: Interstate Valley Creek improvements (Marie Avenue-Lilydale trailhead)

### **Future Phases with Separate Construction Contracts**

May-November 2025: Trail and bridge reconstruction (Marie Avenue-Lilydale trailhead)

Summer 2026: Trail construction and underpass (Dodd Road-Marie Avenue)

Bids Received: Bids were received and tabulated on October 22, 2023. Seven bidders submitted bids as follows:

Bidder	Bid Amount
Fitzgerald Excavating & Trucking Inc.	\$500,171.00
Sunram Construction Inc.	\$629,507.00
Bituminous Roadways Inc.	\$749,951.02
Veit & Company, Inc.	\$752,534.75
Park Construction Company	\$854,435.80
Urban Companies	\$904,954.00
New Look Contracting, Inc.	\$947,875.25

The engineer's estimate for the construction of streambank stabilization of Interstate Valley Creek (CP P30002) is \$508,025.80. The lowest and most responsible bid is \$500,171.00 from Fitzgerald Excavating & Trucking Incorporated, which is less than two percent below the estimate. Staff has reviewed the bids and determined that the low bid was competitive at the time of bidding.

The original contract with Short-Elliott-Hendrickson, Inc., did not account for construction inspection and administration work required for P30002 River to River Greenway. Since the contract was awarded, the project scope and complexity evolved to include items not in the original scope based on changes to the original project request for proposal assumptions. A summary of the supplemental agreement for engineering services is below.

### **BIDDING SERVICES**

1. Prepare an ad for bid and advertise on the official site (QuestCDN).
2. Manage the bid documents on the QuestCDN site using the SEH account. Open bids.
3. Respond to bidder questions and attend pre-bid/project walk thru with contractors.
4. Open bids and prepare bid tabulation and a letter of recommendation.

### **CONTRACT ADMINISTRATION/PROJECT MANAGEMENT**

SEH will provide engineering technical support for contract administration and construction project management. This contract includes the following tasks:

1. Prepare for and run the preconstruction meeting.
2. Prepare for and run the weekly construction meetings
3. Provide shop drawing and submittal review as needed.
4. Prepare monthly pay applications.
5. Review and recommend approval for any field change orders. Provide revised plan sheets to accompany change orders as needed.
6. Coordinate with private utilities as needed.
7. Answer design-related questions that arise during construction.
8. Coordinate all final close-out activities (e.g., punch list, documentation).

### **CONSTRUCTION OBSERVATION/RESIDENT PROJECT REPRESENTATIVE (RPR)**

SEH to provide a “full time” RPR. Full time is defined as being out on the project as needed during essential construction activities. This would include:

1. Documentation of construction activities to make sure they conform to the plans and specifications.
2. Reviewing and approving quantities for monthly pay applications.
3. Coordination with all utility companies.
4. Tracking all field revisions for the final as built record drawings.

**CONSTRUCTION STAKING/SURVEYING**

1. SEH will provide staking of all project elements as needed by the contractor (e.g., removals, erosion control, construction limits, weir, storm culverts, and creek alignment). SEH will also provide control point information to the contractor.
2. All staking will be completed by a two-person survey crew.
3. Staking is anticipated in both 2024 and 2025.
4. Travel time, equipment, and mileage expenses will be included as reimbursable expenses.
5. Preparation of final As-built Record Plans will be included.
  - a. SEH will provide documentation of field changes during construction.
  - b. SEH will provide electronic As-built Record Plans in AutoCad or pdf format.
6. The Army Corps of Engineers wetland permitting will be completed.

**RECOMMENDATION**

Staff recommends awarding the bid to Fitzgerald Excavating & Trucking Incorporated for construction of three stormwater management projects and three streambank stabilization projects along Interstate Valley Creek in Mendota Heights for actual costs not to exceed \$575,196.65 including a 15 percent contingency, amending the budgets to move the necessary funds for construction administration services, and executing a contract amendment with SEH for additional construction administration and inspection services in the amount of \$105,565, increasing the total amount to \$1,178,732 for CP P30002.

**EXPLANATION OF FISCAL/FTE IMPACTS**

The 2024 Parks CIP has an approved construction budget of \$1,887,600. This project has adequate funding for construction leaving a balance for contingency and a second phase of construction that will include the trail and bridge work in 2025. Amendment requested for additional Sales and Use Tax funding of \$105,565 to be added to SEH Contract C0035212 for construction administration, testing, and inspection.

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

**RESOLUTION**

WHEREAS, the River to River Greenway includes construction of three stormwater management projects and three streambank stabilization projects along Interstate Valley Creek in Mendota Heights; and

WHEREAS, staff advertised the construction contract (County Project P30002) on October 09, 2024; and

WHEREAS, the bid of Fitzgerald Excavating & Trucking Incorporated., in the amount of \$500,171.00

was the lowest responsive and responsible bid received; and

WHEREAS, the 2024 construction workload is greater than the number of available County staff; and

WHEREAS, staff recommends amending contract number C0035212 with Short-Elliott-Hendrickson, Inc., to include construction management, testing, survey, and inspection services; and

WHEREAS, the proposed construction services are 21 percent of the estimated construction cost; and

WHEREAS, the 2024 Park's Capital Improvement Program Budget has sufficient funds to accommodate the construction contract and account for the necessary budget amendment.

WHEREAS, for portions of greenway, the trail construction will cross Xcel Energy existing private utility line easements that run within the existing Interstate Valley Creek easement; and

WHEREAS, Xcel Energy private utility line is within their own 50' easement; therefore, an encroachment agreement is needed to complete the CP P30002 work within the easement; and

WHEREAS, to proceed with the project, Xcel Energy is requesting that Dakota County execute an encroachment agreement to identify responsibilities and approved encroachments associated with CP P30002 crossing the Xcel Energy private utility lines.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby awards the bid to and authorizes the Physical Development Director to execute the contract with Fitzgerald Excavating & Trucking Inc., 20865 390<sup>th</sup> St., Goodhue, MN 55027, for the construction work (County Project P30002) associated with the River to River Greenway Mendota Heights Segment, in an amount of \$575,196.65 including a 15 percent contingency based on their low bid, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute an encroachment agreement with Xcel Energy for the portion of the Interstate Valley Creek within the Xcel Energy private utility line easement, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to amend the contract with Short-Elliott-Hendrickson, Inc., to perform construction management, testing, survey, and inspection services for County Project P30002, in an amount not to exceed \$105,565, resulting in a total amended contract amount not to exceed \$1,178,732, including reimbursable items, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2024 Parks Capital Improvement Program Budget is hereby amended as follows:

<b>Expense</b>	
P30002	<u>\$105,565</u>
<b>Total Expense</b>	<b>\$105,565</b>

**Revenue**

Sales & Use Tax \$105,565

**Total Revenue** \$105,565

; and

BE IT FURTHER RESOLVED, That the 2024 Sales and Use Tax (SUT) Budget is hereby amended as follows:

**Expense**

Transfer to Parks Fund (\$105,565)

**Total Expense** (\$105,565)

**Revenue**

Sales & Use Tax (\$105,565)

**Total Revenue** (\$105,565)

**PREVIOUS BOARD ACTION**

21-497; 10/12/21

22-140; 3/22/22

23-406; 9/12/23

24-224; 4/23/24

**ATTACHMENTS**

Attachment: Project Location

Attachment: Supplemental Letter Agreement

Attachment: Xcel Energy Encroachment Agreement

**BOARD GOALS**

A Great Place to Live

A Healthy Environment

A Successful Place for Business and Jobs

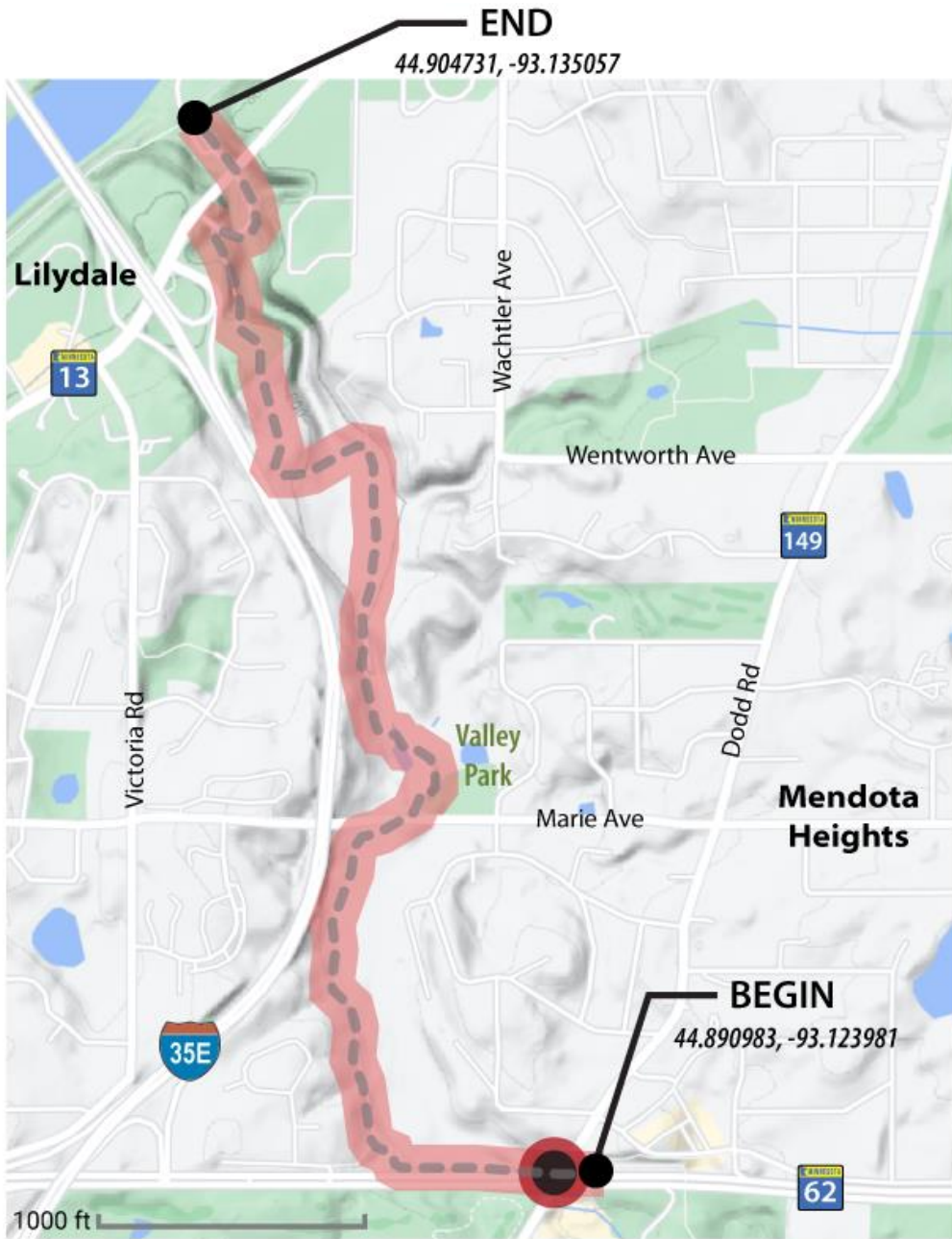
Excellence in Public Service

**CONTACT**

Department Head: Niki Geisler

Author: Mike Adams

Attachment: Project Location



## ***River to River Greenway***

***Mendota Heights turnback including condition assessment, widening and greenway overlay  
TH149 Grade Separated Crossing***

*Estimated 1.4 miles*



Building a Better World  
for All of Us®

## SUPPLEMENTAL LETTER AGREEMENT

October 7, 2024

RE: Dakota County  
IVC Creek Stabilization and Water  
Quality Best Management Practices  
Amendment for Professional Services  
for Construction Services  
SEH No. DAKOT 167782 10.00

Tony Wotzka  
Senior Project Manager  
Dakota County Physical Development Division - Transportation  
14955 Galaxie Avenue  
Apple Valley, MN 55124

Dear Mr. Wotzka:

Short Elliott Hendrickson Inc. (SEH®) respectfully requests approval of this Supplemental Agreement for Engineering Services (agreement) for the above referenced project. The agreement is needed to provide construction services for the project as requested by Dakota County that was not included in our professional services design contract (#C0035212.1) amendment.

SEH is currently completing the final design and 100% bid documents for this project. In anticipation for bidding and awarding a contract this fall, we are pleased to submit this proposal to provide full construction services, including contract administration, field observation (RPR) and staking. The following provides our Scope of Services and Proposed Fee to provide these services.

### BIDDING SERVICES

1. Prepare ad for bid and advertise in official site (QuestCDN).
2. Manage the bid documents the QuestCDN site using the SEH account. Open bids.
3. Respond to bidder questions and attend pre bid/project walk thru with contractors.
4. Open bids, prepare bid tabulation and a letter of recommendation.

### CONTRACT ADMINISTRATION/PROJECT MANAGEMENT

SEH will provide engineering technical support for contract administration and construction project management. This task includes the following tasks:

1. Prepare for and run the preconstruction meeting.
2. Prepare for and run the weekly construction meetings
3. Provide shop drawing and submittal review as needed.
4. Prepare monthly pay applications.
5. Review and recommend approval for any field change orders. Provide revised plan sheets to accompany change orders as needed.
6. Coordination with private utilities as needed.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10650 Red Circle Drive, Suite 500, Minnetonka, MN 55343-9229

952.912.2600 | 800.734.6757 | 888.908.8166 fax | [sehinc.com](http://sehinc.com)

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

7. Answer design related questions that arise during construction.
8. Coordinate all final close out activities – punch list, documentation, etc.

### **Assumptions**

1. Dakota County to prepare conformed contracts once the project is awarded, including reviewing bonds, insurance and fully executed contracts with the contractor. If desired, SEH can provide this task.
2. Assume 12 weekly construction meetings.

### **Deliverables**

1. Agendas, minutes and follow up documentation for all meetings.
2. Contract Administration documentation – pay applications, change orders, shop drawing and submittal reviews, etc.

## **CONSTRUCTION OBSERVATION/RESIDENT PROJECT REPRESENTATIVE (RPR)**

SEH to provide a “full time” RPR. Full time is defined as being out on the project as needed during essential construction activities. This would include:

1. Documentation of construction activities to make sure they conform to the plans and specifications.
2. Reviewing and approving quantities for monthly pay applications.
3. Coordination with all utility companies.
4. Tracking all field revisions for the final as built record drawings.

### **Assumptions**

1. Assume the project will last 12 weeks total with construction occurring over two periods during the fall, 2024 and again in the spring, 2025.
2. Assume an average of 20 hours per week over the total time of the project. While some weeks may be more intense overall, we feel this average is sufficient.

### **Deliverables**

1. Construction documentation – daily and weekly reports, photographs.
2. Quantity tracking.

## **CONSTRUCTION STAKING/SURVEYING**

### **Construction Staking/Surveying**

1. SEH to provide staking of all project elements as needed by the contractor – removals, erosion control, construction limits, weir, storm culverts, filtration basins, and creek alignment. We will also provide control point information to the contractor.
2. It was assumed that all staking would be completed by a two-person survey crew.
3. Staking is anticipated in both 2024 and 2025.
4. Travel time, equipment and mileage expenses included as reimbursable expenses.
5. Preparation of final As-built Record Plans.
  - a. Documentation of field changes during construction.
  - b. Provide electronic as built plans in AutoCad or pdf format.
6. Army Corps of Engineers wetland permitting



**Assumptions:**

1. Equipment and vehicle costs include per our standard rates. This also includes an ATV rental to get back to some of the locations.
2. We have 80 hours total budgeted for staking.
3. Permitting fees will be paid by SEH and reimbursed by Dakota County.

**PROPOSED TEAM/STAFF**

SEH proposes to use the following staff members on this project:

Dave Hutton will be the overall Construction Project Manager for the County and will guide the SEH team. Dave has over 30 years' experience working on street and utility plans in Minnesota and is a former City Engineer. Dave will be assisted by Jeremy Walgrave on the technical support for water resources related design questions during construction. For construction inspection/RPR staff, we will divide our services into two areas. Our civil/site related RPR will be handled by Spencer Szymonowicz and our streambank/water resources related activities will be handled by Mark Christianson. The hours in our proposal will be split between the two of them depending on the activities going on.

**FEE BREAKDOWN**

The following is a summary of the additional scope items and associated fees (including permits) and reimbursable expenses.

<b>Task</b>	<b>Associated Fees/Expenses</b>
Task 1 – Project Management	\$4,797
Task 2 – Bidding Services	\$4,957
Task 3 – Construction Administration	\$20,776
Task 4 – RPR/Construction Observation	\$54,198
Task 5 – Staking/Surveying	\$15,453
Task 6 – As-builts/Closeout	\$3,890
Task 7 – Permitting and Coordination	\$1,494
<b>Total Supplemental Agreement Amount</b>	<b>\$105,565</b>

If this agreement is acceptable, our total contract amount will increase from \$1,073,167 to \$1,178,732. If approved, please prepare and process a contract amendment for execution. Please contact me at [952.912.2629](tel:952.912.2629) or [wbauer@sehinc.com](mailto:wbauer@sehinc.com) if you have any questions or need additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



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



Toby M. Use, PE (Lic. MN)  
Client Service Manager

Attachment: Task Hour Budget

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Date: October 7, 2024

Billing Title	Sr. Water Resources	Water Resources	Engr. Tech	Surveyor - 2 Person Crew	Survey Crew Chief	Civil PE	Accounting Rep	Admin Tech	Expenses	Total
<b>TASK 1 - PROJECT MANAGEMENT</b>										
Project Management	4					12	2	2		20
Task 1 Hours Summary	4					12	2	2	N/A	20
Task 1 Fee Summary	\$975.39					\$3,215.94	\$247.39	\$246.87	\$111.20	\$4,796.79
<b>TASK 2 - BIDDING SERVICES</b>										
Prepare Ad for Bid and Electronic Bid Documents						1		1		2
Manage Bid Document Site (QuestCDN)								1		1
Respond to Bid Questions and Prepare Addenda. Attend prebid meeting and walk thru	4	8				4				16
Attend Bid Opening						1		1		2
Prepare Tabulation of Bid and Award Recommendation Letter						2		1		3
Task 2 Hours Summary	4	8				8		4	N/A	24
Task 2 Fee Summary	\$975.39	\$1,210.82				\$2,143.96		\$493.74	\$133.20	\$4,957.11
<b>TASK 3 - CONSTRUCTION ADMINISTRATION</b>										
Preconstruction meeting	2	4				4				10
Weekly construction meetings		24				24		4		52
Shop drawing review and approval	4	4				4				12
Pay Applications, change order processing		8				4		4		16
Coordination with stakeholders		4				4				8
Task 3 Hours Summary	6	44				40		8	N/A	98
Task 3 Fee Summary	\$1,463.09	\$6,659.51				\$10,719.80		\$987.48	\$945.90	\$20,775.78
<b>TASK 4 - RPR/CONSTRUCTION OBSERVATION</b>										
Field inspection to ensure conformance with plans and specifications		4	300							304
Quantity tracking and pay applications			12			6		6		24
Utility coordination			4					2		6



Date: October 7, 2024

Billing Title	Sr. Water Resources	Water Resources	Engr. Tech	Surveyor - 2 Person Crew	Survey Crew Chief	Civil PE	Accounting Rep	Admin Tech	Expenses	Total
Engineering/Water Resource support from design team	4	12								16
<b>Task 4 Hours Summary</b>	4	16	316			6		8	N/A	350
<b>Task 4 Fee Summary</b>	\$975.39	\$2,421.64	\$44,253.43			\$1,607.97		\$987.48	\$3,952.50	\$54,198.41
<b>TASK 5 - STAKING/SURVEYING</b>										
Staking (C&G, Silt, weir, control for contractor, creek alignment, storm, const. limits)					86					86
<b>Task 5 Hours Summary</b>					86				N/A	86
<b>Task 5 Fee Summary</b>					\$10,750.00				\$4,702.70	\$15,452.70
<b>TASK 6 - AS-BUILTS/CLOSEOUT</b>										
Field surveying				8						8
Preparation of as built plans			8							8
Close out documentation		2				2				4
<b>Task 6 Hours Summary</b>		2	8	8		2			N/A	20
<b>Task 6 Fee Summary</b>		\$302.71	\$1,120.34	\$1,820.00		\$535.99			\$111.00	\$3,890.04
<b>TASK 7 - PERMITTING AND COORDINATION</b>										
USACE Wetland Permitting						2				2
NPDES Construction Stormwater permit						2				2
<b>Task 7 Hours Summary</b>						4			N/A	4
<b>Task 7 Fee Summary</b>						\$1,071.98			\$422.20	\$1,494.18
<b>TASK 1 - PROJECT MANAGEMENT</b>										
<b>Task Hours Summary</b>	4					12	2	2	N/A	20
<b>Task Fee Summary</b>	\$975.39					\$3,215.94	\$247.39	\$246.87	\$111.20	\$4,796.79



Date: October 7, 2024

Billing Title	Sr. Water Resources	Water Resources	Engr. Tech	Surveyor - 2 Person Crew	Survey Crew Chief	Civil PE	Accounting Rep	Admin Tech	Expenses	Total
<b>TASK 2 - BIDDING SERVICES</b>										
Task Hours Summary	4	8				8		4	N/A	24
Task Fee Summary	\$975.39	\$1,210.82				\$2,143.96		\$493.74	\$133.20	\$4,957.11
<b>TASK 3 - CONSTRUCTION ADMINISTRATION</b>										
Task Hours Summary	6	44				40		8	N/A	98
Task Fee Summary	\$1,463.09	\$6,659.51				\$10,719.80		\$987.48	\$945.90	\$20,775.78
<b>TASK 4 - RPR/CONSTRUCTION OBSERVATION</b>										
Task Hours Summary	4	16	316			6		8	N/A	350
Task Fee Summary	\$975.39	\$2,421.64	\$44,253.43			\$1,607.97		\$987.48	\$3,952.50	\$54,198.41
<b>TASK 5 - STAKING/SURVEYING</b>										
Task Hours Summary					86				N/A	86
Task Fee Summary					\$10,750.00				\$4,702.70	\$15,452.70
<b>TASK 6 - AS-BUILTS/CLOSEOUT</b>										
Task Hours Summary		2	8	8		2			N/A	20
Task Fee Summary		\$302.71	\$1,120.34	\$1,820.00		\$535.99			\$111.00	\$3,890.04
<b>TASK 7 - PERMITTING AND COORDINATION</b>										
Task Hours Summary						4			N/A	4
Task Fee Summary						\$1,071.98			\$422.20	\$1,494.18
<b>PROJECT SUMMARY</b>										
Project Hours Summary	18	70	324	8	86	72	2	22	N/A	602
Project Fee Summary	\$4,389.26	\$10,594.68	\$45,373.77	\$1,820.00	\$10,750.00	\$19,295.64	\$247.39	\$2,715.57	\$10,378.70	\$105,565.00

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(RESERVED FOR RECORDING DATA)

<b>RETURN TO:</b> Xcel Energy Siting & Land Rights, Seth Wight 414 Nicollet Mall, 06 Minneapolis, MN 55401
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**CONSENT TO IMPROVEMENTS**

Line No. 0808/5577

Section 28, Township 28, Range 23

City of Mendota Heights

---

THIS CONSENT TO IMPROVEMENTS (this “Consent”), dated the \_\_\_\_ day of \_\_\_\_\_, 2024, is made by and between The City of Mendota Heights, their heirs, successors, and assigns (“Requestor”) and Northern States Power Company, a Minnesota Corporation, herein referred to as “Xcel Energy”, having an office and place of business in the City of Minneapolis, County of Hennepin, State of Minnesota.

**WITNESSETH**

WHEREAS, Xcel Energy obtained certain rights to construct and maintain facilities for the distribution and transmission of electrical energy in, over and across the following described property owned by Requestor (the “Premises”), by that document dated January 23<sup>rd</sup>, 1959 and recorded on the 9<sup>th</sup> day of September, 1963 in Book 261 of Deeds, pages 335-336, as Document No. 231433 (the “Easement”).

Premises: *Insert Legal*

WHEREAS, Requestor has applied to Xcel Energy for permission to use a portion of the Easement for grading for the INTERSTATE VALLEY CREEK STABILIZATION & WATER QUALITY BMP PROJECT purposes, hereinafter referred to as (the “Easement Area”). The Easement Area affected by this Consent is shown on Exhibit “B”, attached hereto.

NOW THEREFORE, in consideration of the promises exchanged herein, the parties for themselves and their respective successors and assigns agree as follows:

1. Xcel Energy consents to Requestor’s use of the Easement Area for the purposes described in Exhibit “A”, attached hereto and made a part hereof, subject to Requestor’s strict compliance with the terms set forth herein.
2. The Requestor acknowledges that it has inspected the Easement Area and determined it to be suitable for the uses described in Paragraph 1 above. Requestor agrees that it is not relying on any oral or written representation

of Xcel Energy concerning the Easement Area (including but not limited to dimensions, soil conditions, environmental conditions, and municipal restrictions, or use by adjoining or third parties).

3. No future work shall be conducted on the Easement Area until Requestor has received written approval from Xcel Energy. As a condition to approval, Requestor shall submit detailed plans of the work and a description of work procedures. Xcel Energy's approval of any work or work procedures merely indicates its consent to the proposed activities and does not constitute a representation or warranty concerning the suitability, prudence, effectiveness, or propriety of the proposed activities.
4. Requestor agrees that within thirty (30) days of Xcel Energy's submittal of an invoice, Requestor shall reimburse Xcel Energy for its reasonable expenses to review any request for work (including but not limited to costs for administrative review, engineering and field inspection).
5. Prior to commencing work, Requestor shall designate a representative who will supervise the work, be present during all work, and be authorized to control and, if necessary, suspend the work.
6. Requestor shall immediately suspend its work if requested by Xcel Energy. If suspension is required due to Requestor's failure to strictly comply with the terms of this Consent, upon such suspension the parties shall consult in an effort to cure such noncompliance so that the Requestor may resume its activities.
7. Requestor shall not at any time use or store any pollutant or hazardous material within the Easement Area, and shall at all times maintain the Easement Area in a safe and lawful condition.
8. Requestor shall, at its sole cost and risk, obtain all permits, consents or approvals required for its occupancy and use of the Easement Area. Upon Xcel Energy's request, Requestor shall provide evidence reasonably satisfactory to Xcel Energy that all required consents or permits are in force for Requestor's use of the Easement Area.
9. As part of Xcel Energy's business operations, Xcel Energy shall have the right, at any time and without liability or compensation to Requestor, to use the Easement Area to install, use, repair, maintain, relocate or remove facilities that presently exist or may in the future be located within the Easement Area.
10. **LIMITATION OF LIABILITY; INDEMNITY.** Requestor shall indemnify, defend and hold Xcel Energy, its agents, employees, and affiliates harmless from any cost, liability, damage, loss, claim, action or proceeding whatsoever for injury to persons (including death) or damage to property which may arise from or be claimed to have arisen from Requestor's exercise of the rights granted in this Consent. Requestor, on behalf of itself, its successors, assigns, and representatives, hereby releases Xcel Energy from any liability for damages incurred by Requestor, its successors, assigns, representatives, employees, agents, or those under its control arising from (1) Xcel Energy's use and improvement of the Easement Area for its business purposes, (2) the existing condition of the Easement Area, (3) Xcel Energy's future installations, (4) Xcel Energy's actions reasonably necessary to protect its property during emergency conditions, or (5) Xcel Energy's exercise of its rights to remove improvements, grading or other work installed within the Easement Area by or on behalf of Requestor without Xcel Energy's prior approval.
11. Unless otherwise provided for as part of the conditions for approval, throughout the time Requestor is conducting work on the Easement Area, Requestor shall insure that any contractor conducting said work shall maintain and provide evidence to Xcel Energy of insurance coverage at least equivalent to the following or Requestor shall provide, at Requestor's expense, the following coverage:
  - a. Worker's Compensation at statutory limits with Employers Liability coverage of at least \$100,000 limits if such party is at any time during the term of this Consent subject to the requirements of any applicable law governing worker's compensation.

- b. Comprehensive General Liability Coverage, (including blanket contractual liability) against claims for bodily injury, death and property damage, including environmental damage, arising out of such party's operations, affording combined single limit protection of One Million Dollars (\$1,000,000) with respect to personal injury or death and property damage, including environmental damage.

All policies shall be endorsed to (1) name Xcel Energy its directors, officers, employees and affiliates as additional insured with respect to any and all bodily injury and/or property damage, and (2) to require thirty (30) days written notice be given to Xcel Energy prior to any cancellation or material changes in the policy.

*[The balance of the page is left intentionally blank]*





**EXHIBIT “A”**

**SCOPE OF PROJECT.**

This project consists of creek stabilization and water quality management project along lines 0808/5577 (115 kV) between STR’s 22-23 and STR’s 24-25. The project involves excavation for a proposed infiltration basin and grading/profile adjustment of an existing creek within the easement of Transmission lines 0808 and 5577. The proposed project meets Xcel Energy’s standards, provided the following conditions are adhered to:

**(1) Excavation close to structure location.**

A minimum distance of 20 feet of supported earth must be maintained from any part of the line structure. Support of the ground beyond the 20 feet may be provided by a slope no greater than three feet horizontal to one foot vertical. Support may also be provided by the use of cribbing, sheet piling, retaining wall or tunneling. The specific plan for providing the required support and the excavation plan for the proposed project must be submitted to Xcel Energy for review and approval prior to construction start.

**(2) Grade change around structure location.**

Fill around or above the structure is not permitted. The grade around the structures must provide for surface water runoff – no surface water ponding around structures will be permitted. Any cost related to the adjustment of Xcel Energy’s facilities will be at the requestor’s expense.

*\*Grading Plans “IVC\_DAI67782 PLANS - 60%\_STR 22-23 BASIN GRADING” have been reviewed and approved.*

**(3) Grade change within easement.**

The ground elevation within the Easement Area shall not be increased above the existing grade. Stockpiling of soil and/or material within the Easement Area will not be permitted. Any proposed grade changes required for the site driveway must be reviewed and approved by Xcel Energy prior to the start of construction.

**(4) Clearances to equipment and workers – Transmission Lines 0808/5577 115 kV**

Any construction activities occurring near the transmission line(s) shall comply with all OSHA Safety Clearances. If these clearances cannot be maintained, the contractor or developer must request a line outage by calling Xcel Energy's System Operations Department. Outages are not guaranteed. If an outage is possible, adequate advanced notice must be provided in order to schedule the line outage.

- The applicable clearance value for Cranes & Equipment from Table 1 below, according to the specific voltage, is required at all times between the energized electrical conductors and any cranes or equipment used in construction activities.
- The applicable clearance value for Unqualified Workers from Table 1 below, according to the specific voltage, is required at all times between the energized electrical conductors and construction workers.

Disclaimer:

Ultimately, it is the responsibility of the worker to verify the provided OSHA clearances are current and accurate, and to adhere to such clearances. Xcel Energy accepts no liability for any incorrect or out of date clearances values, or misuse of the clearance values.

OSHA Website: <https://www.osha.gov/laws-regs/regulations/standardnumber>

Table 1: Minimum approach distances for equipment and unqualified workers performing work near power lines

Maximum System Operating Voltage <sup>a</sup> (V = Volts, kV = Kilovolts)	Cranes & Equipment Doing Work <sup>b</sup>		Unqualified Workers <sup>g, h</sup>
	Operator Requirements	Qualified <sup>c</sup>	
Operator Requirements	Qualified <sup>c</sup>	Qualified <sup>c</sup>	-
Minimum Safeguards	Proximity alarm, or unqualified spotter, or range control device <sup>d</sup>	Mark Boundary <sup>e, f</sup>	-
up to 750 V	10'-0"	20'-0"	10'-0"
up to 50 kV	10'-0"	20'-0"	10'-0"
69 kV	15'-0"	20'-0"	10'-9"
115 kV	15'-0"	20'-0"	12'-5"
138 kV	15'-0"	20'-0"	13'-3"
161 kV	15'-0"	20'-0"	14'-0"
230 kV	20'-0"	20'-0"	15'-5"
345 kV	20'-0"	20'-0"	20'-5"
500 kV	25'-0"	50'-0"	26'-9"

Table 1 Footnotes:

- a** Operating voltage may be AC or DC, phase-to-phase, or phase-to-ground. An unqualified worker is not expected to be able to distinguish.
- b** Per OSHA Table A, 29 CFR 1926.1408.
- c** Must be qualified per OSHA 29 CFR 1926.1408(g).
- d** Must meet requirements per OSHA 29 CFR 1926.1407 and OSHA 29 CFR 1926.1408(b), use one of the following: (1) a proximity alarm, (2) a dedicated spotter, (3) a device that automatically warns the operator when to stop movement, such as a range control warning device, (4) a device that automatically limits range of movement, set to prevent encroachment, or (5) an insulating link/device.
- e** Per OSHA 29 CFR 1926.1408(a)(2)(ii), and 1926.1409(a), use minimum controls boundary
- f** Per OSHA 29 CFR 1926.1408 (a)(1)(i), mark boundaries at or outside your MAD with items such as flags or range limit/range control warning devices. The operator must not operate the crane beyond those boundaries.
- g** This includes any worker not in a vehicle, such as workers performing work on the ground, or on elevated platforms or scaffolding. Includes allowance for worker's reach and reach with conductive objects.

**h** Clearance values determined according to OSHA 1910.333(c)(3)(i)(A)(2).

**The OSHA requirements in this section must be included on the plan sets and specifications given to contractors.**

**(5) Building on easements.**

There shall be no additional permanent or temporary buildings allowed within the easement area, without prior written approval from Xcel Energy.

**(6) Fuel and refueling on easements.**

There shall be no fuel tanks stored or refueling of vehicles and equipment within the easement.

**(7) Streetlights and signs on easements.**

If there are to be streetlights, signboards, identification signs or any other type of non-building structure within the easement, detailed plans must be submitted to Xcel Energy prior to construction for review and approval to verify compliance with electrical code clearances prior to construction start.

Metallic structures must be properly grounded. The same working clearance criteria as stated in paragraph (4) also applies, for equipment used to erect and install light standards, sign boards, etc. Any metallic structure, pole, wire or item placed in the vicinity of a high-voltage transmission line will have the potential to become electrically charged due to electrical induction. The development of an electric charge results in a potential difference between the metal installation and the ground, which can result in electrical shocks when the item is touched. Placement of such metallic installation should take into consideration the shock potential during the; construction, intended use AND future maintenance activities. Items which become charged must be connected to a grounding rod or grounding system to prevent shocks.

**(8) Notification.**

Prior to the start of construction and following project completion, the requestor or contractor must notify Xcel Energy. Please contact Seth Wight at (612) 342-8926, or by email at [seth.j.wight@xcelenergy.com](mailto:seth.j.wight@xcelenergy.com)

It is the express condition of this consent that all other terms and conditions of that certain easement shall remain in full force and effect.

**NOTICE REGARDING LIMITATION OF LIABILITY:** Requester understands and agrees that pursuant to the foregoing consent provisions, Xcel Energy is not liable for any damages it or any other party may cause to the improvements authorized herein.

(Line 0808/5577: Str.22-25)

GOVERNING SPECIFICATIONS  
THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	STATEMENT OF ESTIMATED QUANTITIES
3	DETAILS
4-8	MNDOT STANDARD PLANS
9	PROJECT ACCESS AND GENERAL LOCATION PLAN
10	BIORETENTION CONSTRUCTION NOTES
11	TYPICAL SECTIONS
12	REMOVAL PLANS
13	REACH 1 CONSTRUCTION PLAN AND PROFILE
14	REACH 2 CONSTRUCTION PLAN AND EROSION CONTROL
15	VALLEY PARK BASIN GRADING PLAN
16	PARK PLACE BASIN GRADING PLAN
17	WEIR CONSTRUCTION PLAN
18	WEIR DETAILS
19-20	EROSION CONTROL & TURF ESTABLISHMENT
21-23	STORMWATER POLLUTION PREVENTION PLAN
24-26	CROSS SECTIONS

THIS PLAN CONTAINS 26 SHEETS.

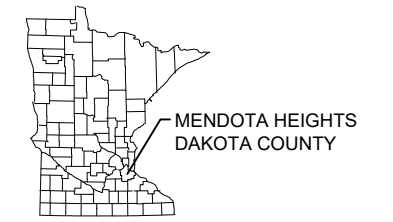
# DAKOTA COUNTY, MINNESOTA

## CONSTRUCTION PLANS FOR INTERSTATE CREEK STABILIZATION & WATER QUALITY BEST MANAGEMENT PRACTICE PROJECT

COUNTY PROJECT NO. ##  
WMO PROJECT NO. ##  
CITY PROJECT NO. MH202409



PROJECT LOCATION



APPROVED: \_\_\_\_\_

CITY ENGINEER OF MENDOTA HEIGHTS \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED: \_\_\_\_\_

DAKOTA COUNTY ENGINEER \_\_\_\_\_ DATE \_\_\_\_\_

DAKOTA COUNTY, MINNESOTA



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

**PRELIMINARY**

Signature \_\_\_\_\_ BLAKE HANSEN, PE (MN)

Date: #####/###/## Lic. No. 58904

PROJECT NO. 167782

1 of 26

NOTE:  
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02 ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

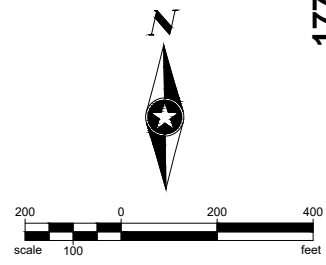
THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.



EXISTING	
---	RIGHT OF WAY
---	PERMANENT EASEMENT
---	PROPERTY LINE
△ XX	HORIZONTAL CONTROL POINT
⊗ BM	BENCHMARK
● #	SURVEY MARKER
○	SOIL BORING
—○—	SANITARY SEWER AND MANHOLE
—□—	FORCE MAIN AND LIFT STATION
—○—	SANITARY SEWER SERVICE & CLEANOUT
—○—	WATER MAIN, HYDRANT, VALVE AND MANHOLE
—○—	WATER SERVICE AND CURB STOP BOX
—○—	STORM SEWER, MANHOLE AND CATCH BASIN
—○—	CULVERT AND APRON ENDWALL
—○—	GAS MAIN, VALVE, VENT AND METER
—○—	HANDHOLE
—○—	BURIED FIBER OPTIC CABLE AND MANHOLE
—○—	BURIED PHONE CABLE, PEDESTAL AND MANHOLE
—○—	BURIED TV CABLE, PEDESTAL AND MANHOLE
—○—	BURIED ELECTRIC CABLE, PEDESTAL, MANHOLE, TRANSFORMER AND METER
—○—	OVERHEAD WIRE, POLE AND GUY WIRE
—○—	LIGHT POLE
—○—	TRAFFIC SIGNAL
—○—	STREET NAME SIGN
—○—	SIGN (NON STREET NAME)
	RAILROAD TRACKS
○	DECIDUOUS AND CONIFEROUS TREE
○	BUSH / SHRUB AND STUMP
~~~~~	EDGE OF WOODED AREA
WET	WETLAND
—	BUILDING
—X—	FENCE (UNIDENTIFIED)
—X—	BARBED WIRE FENCE
—XC—	CHAIN LINK FENCE
—XE—	ELECTRIC WIRE FENCE
—XWD—	WOOD FENCE
—XWW—	WOVEN WIRE FENCE
—	PLATE BEAM GUARDRAIL
—	CABLE GUARDRAIL
—○—	POST / BOLLARD
—	RETAINING WALL
PROPOSED	
—	STREET CENTERLINE
---	RIGHT-OF-WAY
---	PERMANENT EASEMENT
---	TEMPORARY EASEMENT
---	CONSTRUCTION LIMITS
—○—	SANITARY SEWER, BULKHEAD AND MANHOLE
—□—	FORCE MAIN
—○—	SANITARY SERVICE AND CLEANOUT
—○—	WATER MAIN, TEE, HYDRANT, BULKHEAD AND VALVE
—○—	WATER VALVE MANHOLE, REDUCER, BEND AND CROSS
—○—	WATER SERVICE AND CURB STOP BOX
—○—	STORM SEWER, MANHOLE AND CATCH BASIN
—○—	CULVERT AND APRON ENDWALL
—	DRAIN TILE
—	DITCH / SWALE
—	RIPRAP
—○—	STREET NAME SIGN
—○—	SIGN (NON STREET NAME)
—	RETAINING WALL

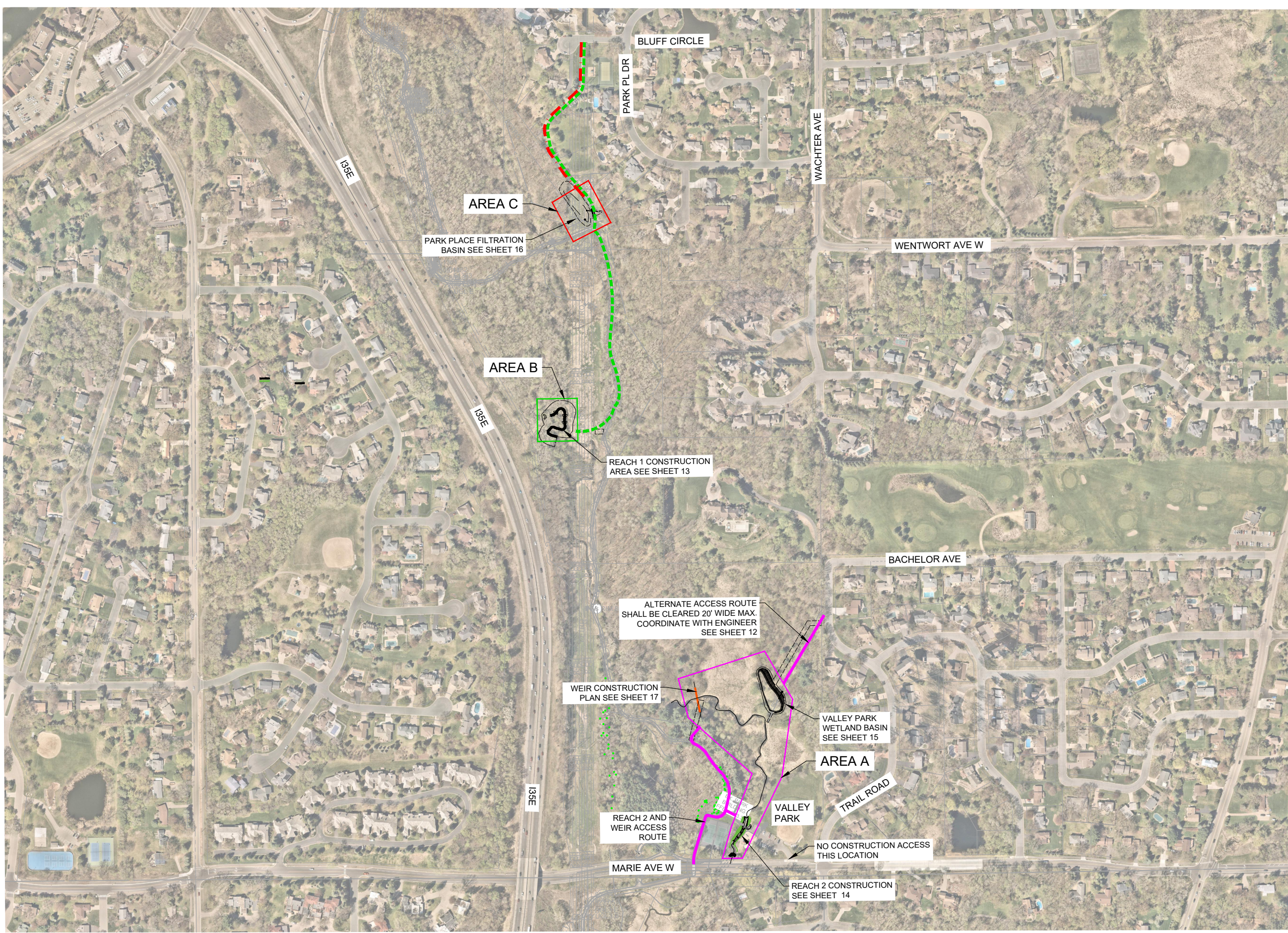
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- KEY
- AREA A ACCESS ROUTE
  - - - AREA B ACCESS ROUTE
  - - - AREA C ACCESS ROUTE

- NOTES:
1. WHERE FEASIBLE, CONTRACTOR SHALL USE EXISTING TRAILS OR OTHER PASSABLE ROUTES TO ACCESS THE WORK.
  2. TREE CLEARING FOR ACCESS SHALL BE COORDINATED WITH AND APPROVED BY THE ENGINEER PRIOR TO BEGINNING WORK.



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Designed By	MC						
Checked By	BH						

**PRELIMINARY**

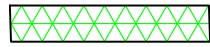
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BLAKE HANSEN, PE (MN)  
DATE: ##### LICENSE NO. 58904

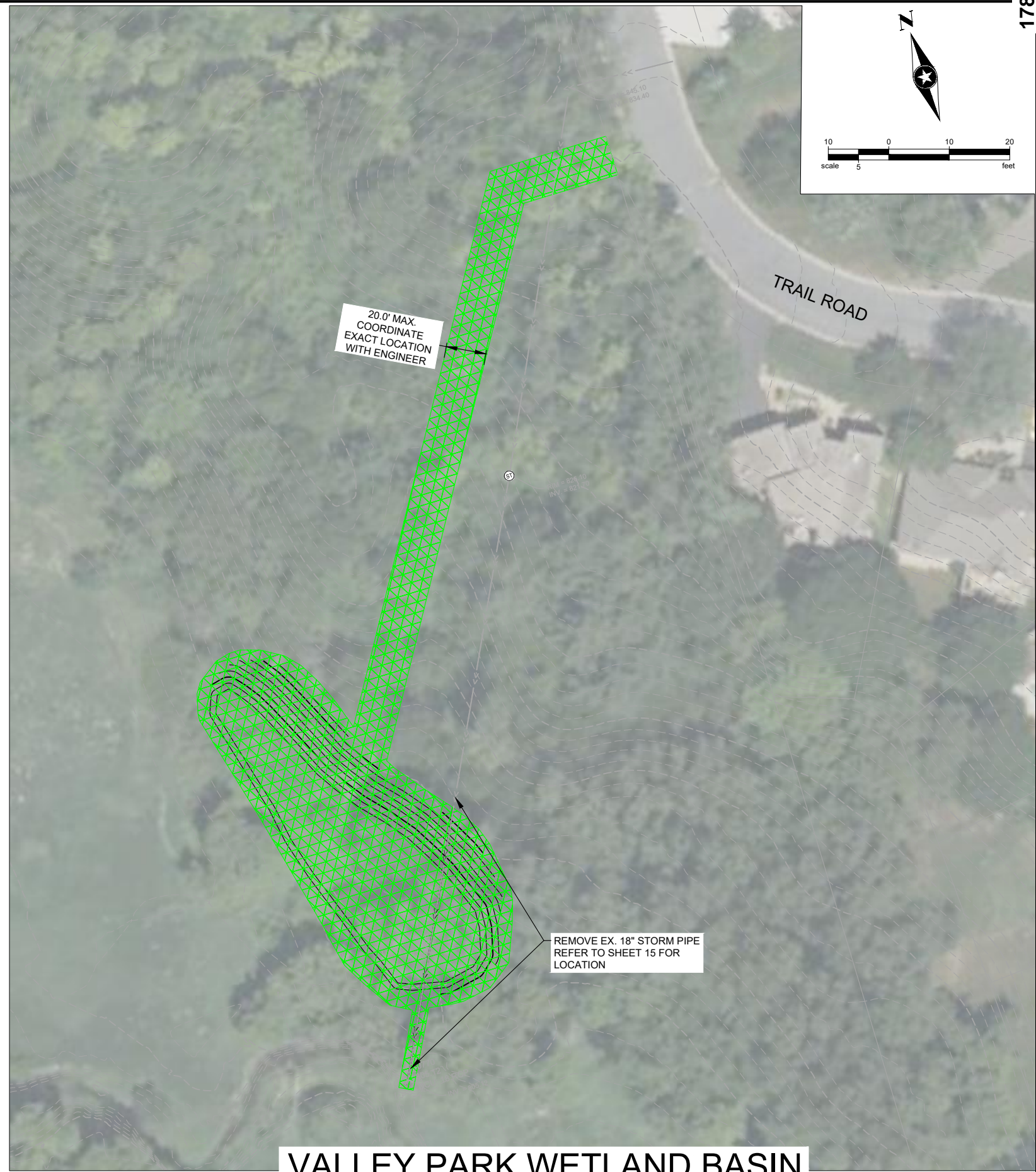
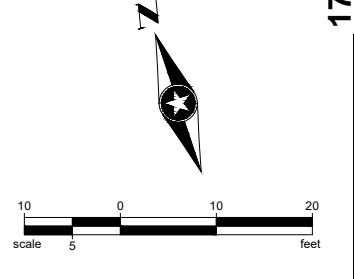
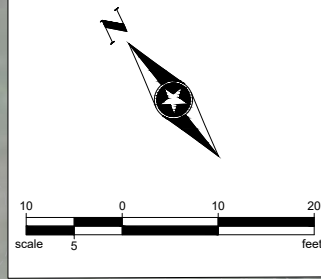
**INTERSTATE CREEK STABILIZATION  
& WATER QUALITY BMP PROJECT**  
DAKOTA COUNTY, MINNESOTA



**LEGEND**



CLEARING AND GRUBBING



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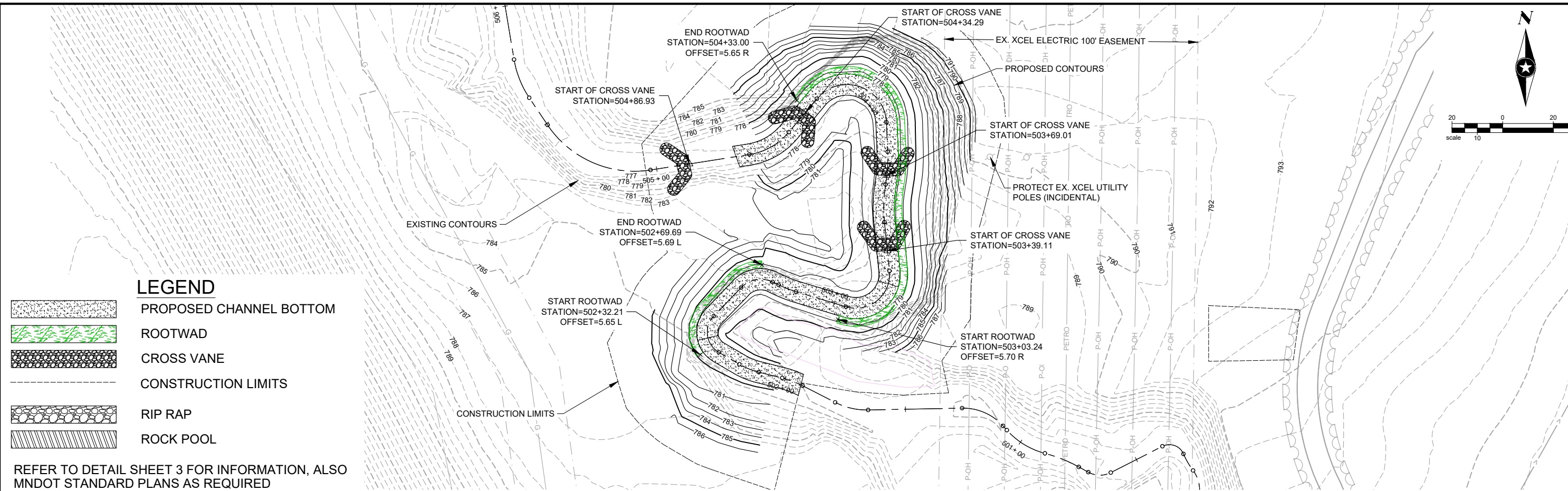
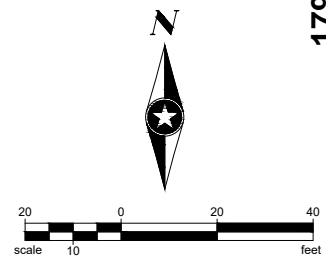
**PRELIMINARY**

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DATE: ##/##/## LICENSE NO. 58904

**INTERSTATE CREEK STABILIZATION & WATER QUALITY BMP PROJECT**  
DAKOTA COUNTY, MINNESOTA

**REMOVAL PLANS**

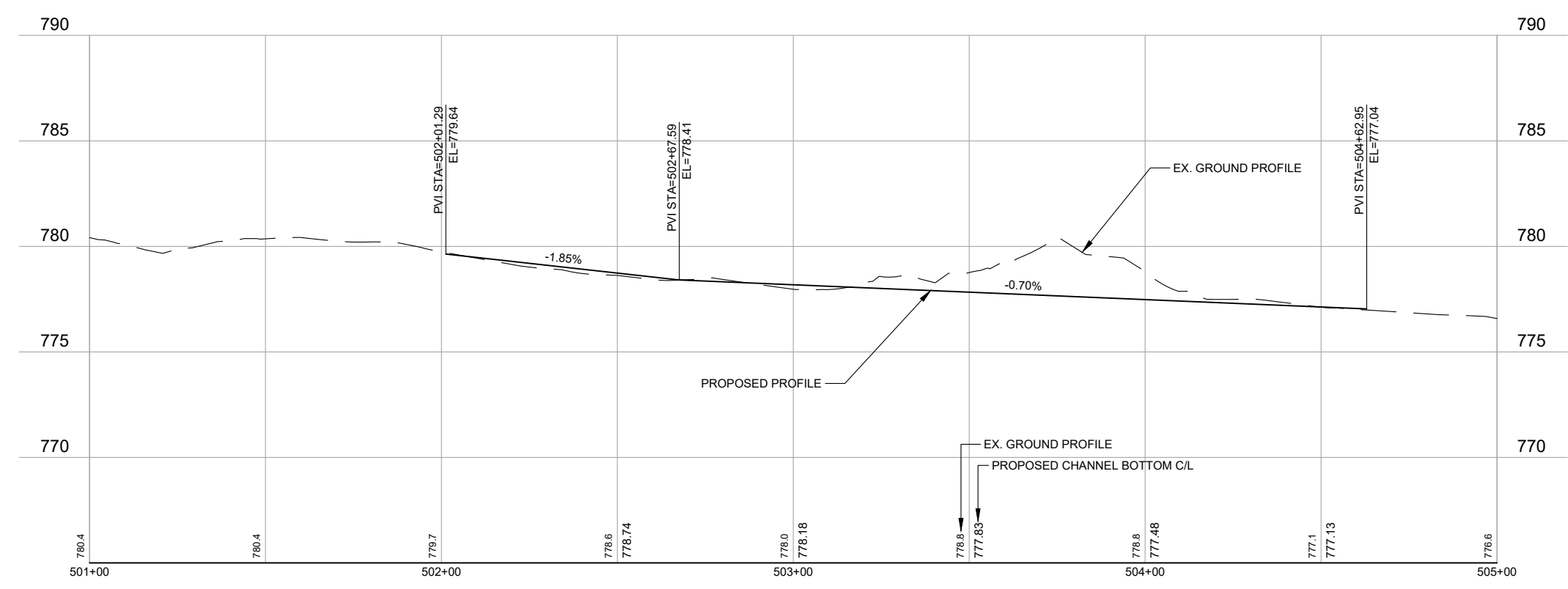




- LEGEND**
- PROPOSED CHANNEL BOTTOM
  - ROOTWAD
  - CROSS VANE
  - CONSTRUCTION LIMITS
  - RIP RAP
  - ROCK POOL

REFER TO DETAIL SHEET 3 FOR INFORMATION, ALSO  
MNDOT STANDARD PLANS AS REQUIRED

# INTERSTATE VALLEY CREEK STABILIZATION & WATER QUALITY BMP PROJECT



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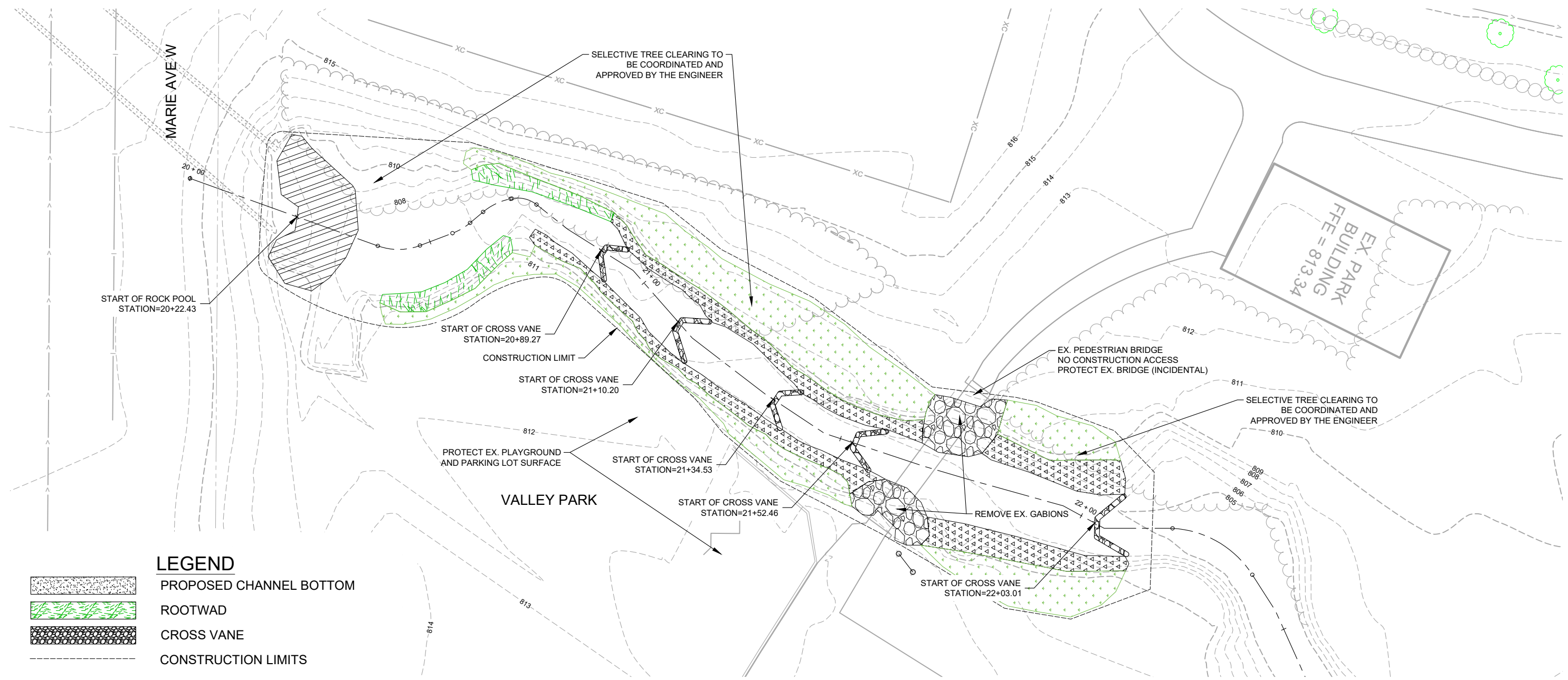
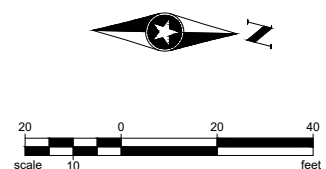
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DATE: ##### LICENSE NO. 58904

**INTERSTATE CREEK STABILIZATION & WATER QUALITY BMP PROJECT**  
DAKOTA COUNTY, MINNESOTA



LEGEND

- PROPOSED CHANNEL BOTTOM
- ROOTWAD
- CROSS VANE
- CONSTRUCTION LIMITS
- RIP RAP
- ROCK POOL
- ROOT WRAP
- NATIVE SEED MIX

REFER TO DETAIL SHEET 3 FOR INFORMATION, ALSO MNDOT STANDARD PLANS AS REQUIRED

NOTE: SEEDING AREA SHOWN IS APPROXIMATE AND FOR DISTURBED AREAS BEYOND REACH 2 CONSTRUCTION IMPROVEMENTS, LIMIT AREA TO MINIMUM POSSIBLE

INTERSTATE VALLEY CREEK STABILIZATION & WATER QUALITY BMP PROJECT

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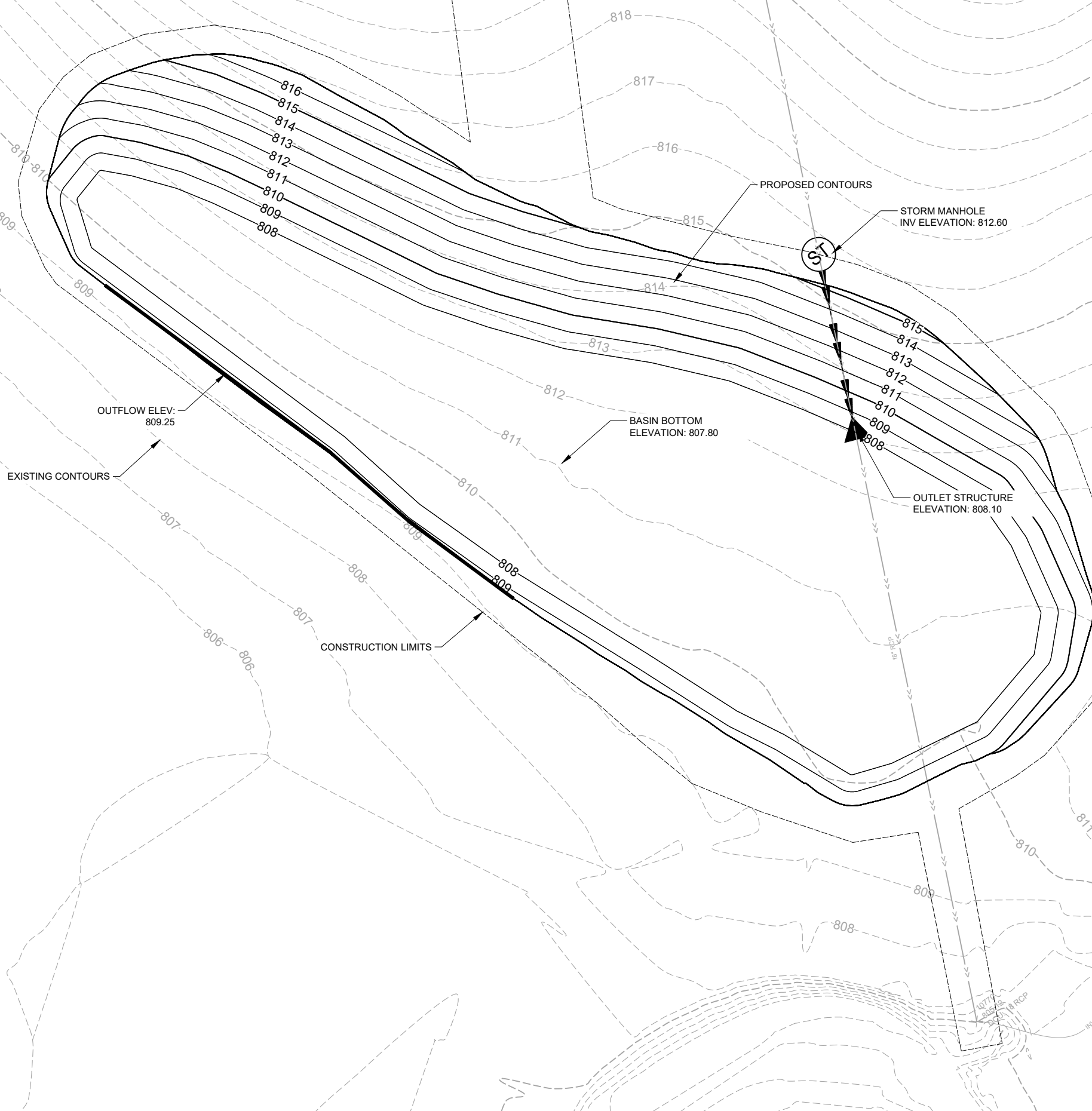
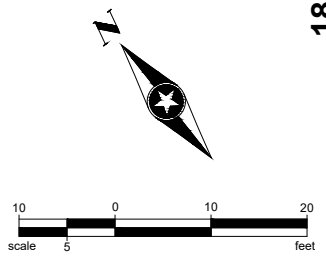
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**PRELIMINARY**  
 BLAKE HANSEN, PE (MN)  
 DATE: ##### LICENSE NO. 58904

INTERSTATE CREEK STABILIZATION  
 & WATER QUALITY BMP PROJECT  
 DAKOTA COUNTY, MINNESOTA

REACH 2 CONSTRUCTION PLAN AND EROSION  
 CONTROL





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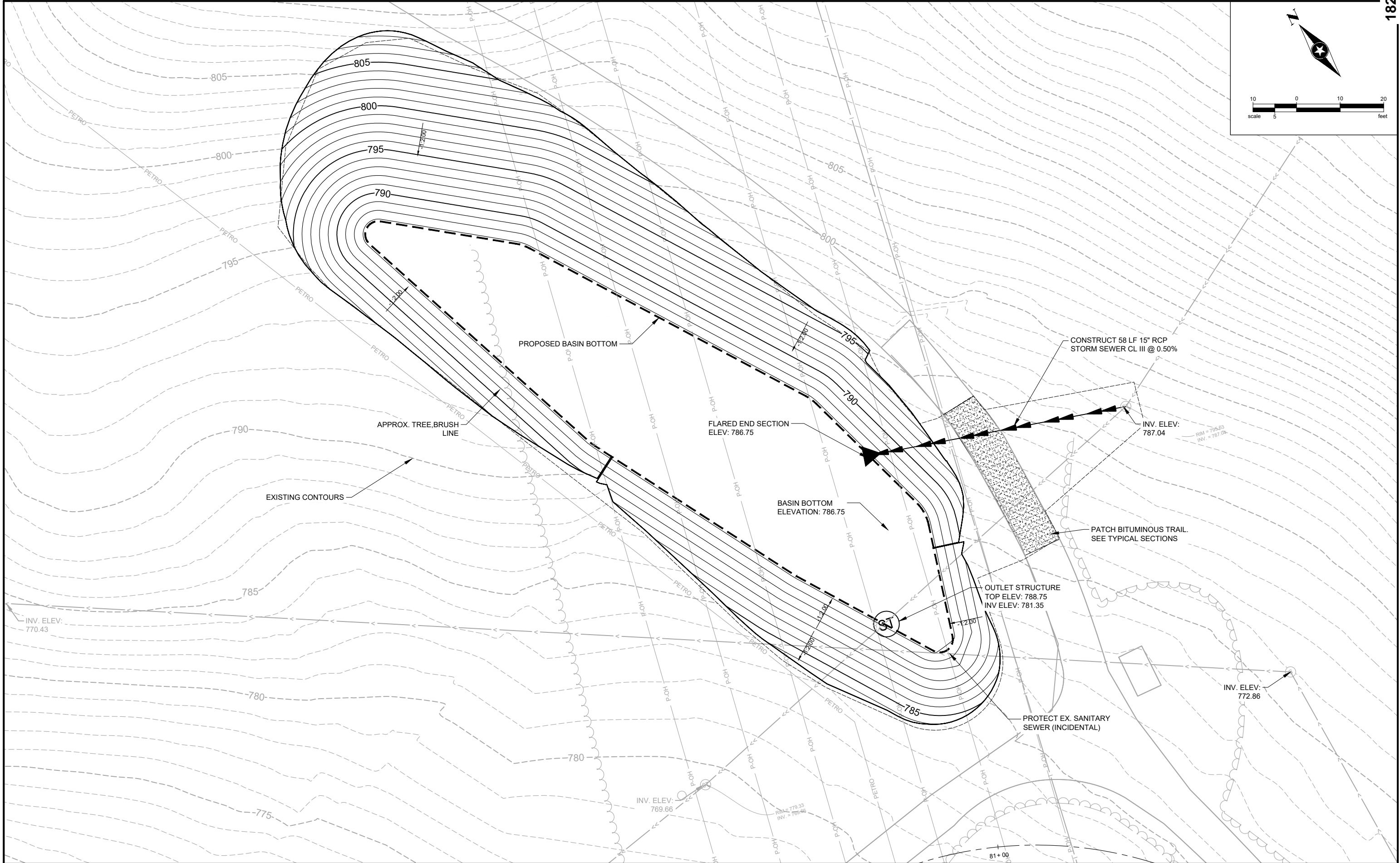
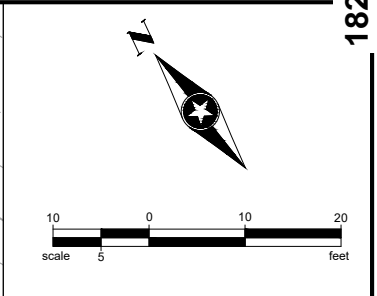
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**PRELIMINARY**

BLAKE HANSEN, PE (MN)  
 DATE: ###/###/### LICENSE NO. 58904

**INTERSTATE CREEK STABILIZATION & WATER QUALITY BMP PROJECT**  
 DAKOTA COUNTY, MINNESOTA



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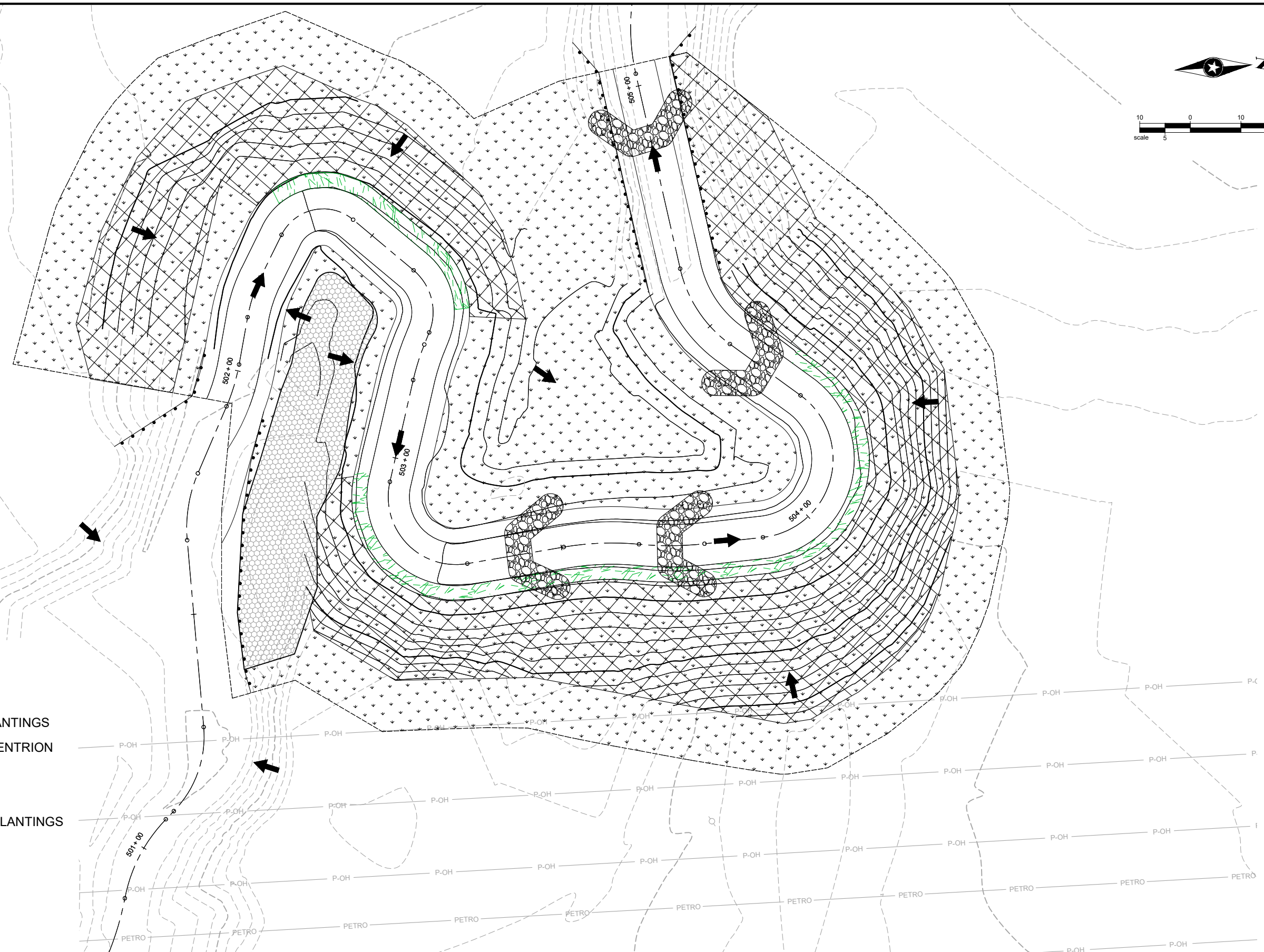
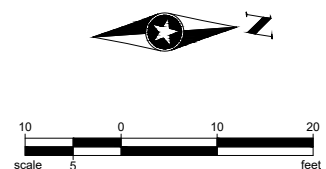
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**SEH**  
 BLAKE HANSEN, PE (MN)  
 DATE: ###/###/### LICENSE NO. 58904

**INTERSTATE CREEK STABILIZATION  
 & WATER QUALITY BMP PROJECT**  
 DAKOTA COUNTY, MINNESOTA





LEGEND

- CONSTRUCTION LIMITS
- NATIVE VEGETATIVE PLANTINGS
- ROLLED EROSION PREVENTRION
- ROOTWAD
- CROSS VANE
- RIPARIAN VEGETATIVE PLANTINGS
- BIO-ROLL
- SILT FENCE
- FLOATING SILT FENCE
- DIRECTION OF FLOW

INTERSTATE VALLEY CREEK STABILIZATION & WATER QUALITY BMP PROJECT

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SEH Project	IVC_DA167782	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
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Designed By	MC	#	#	#	#	#	#
Checked By	BH	#	#	#	#	#	#

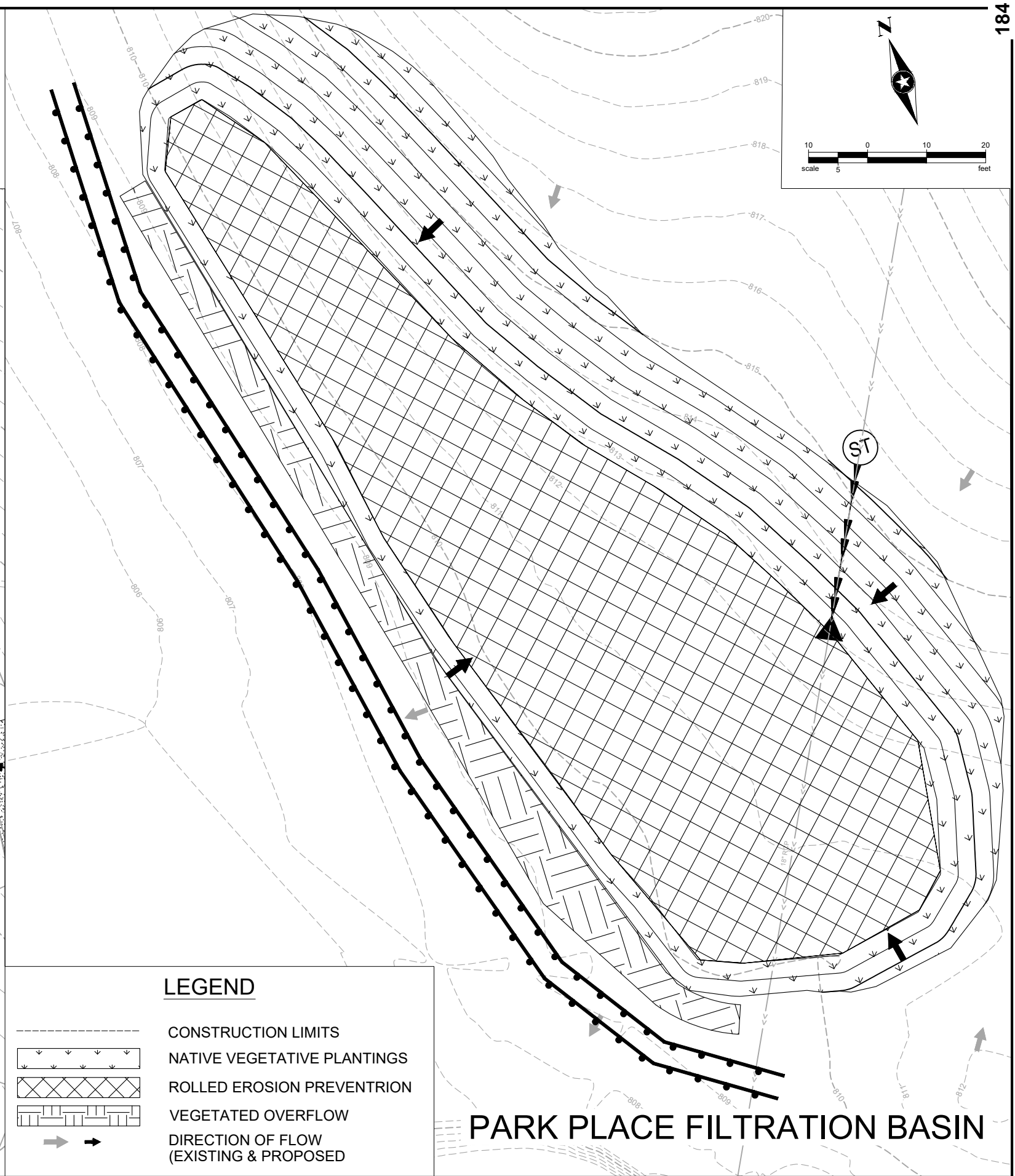
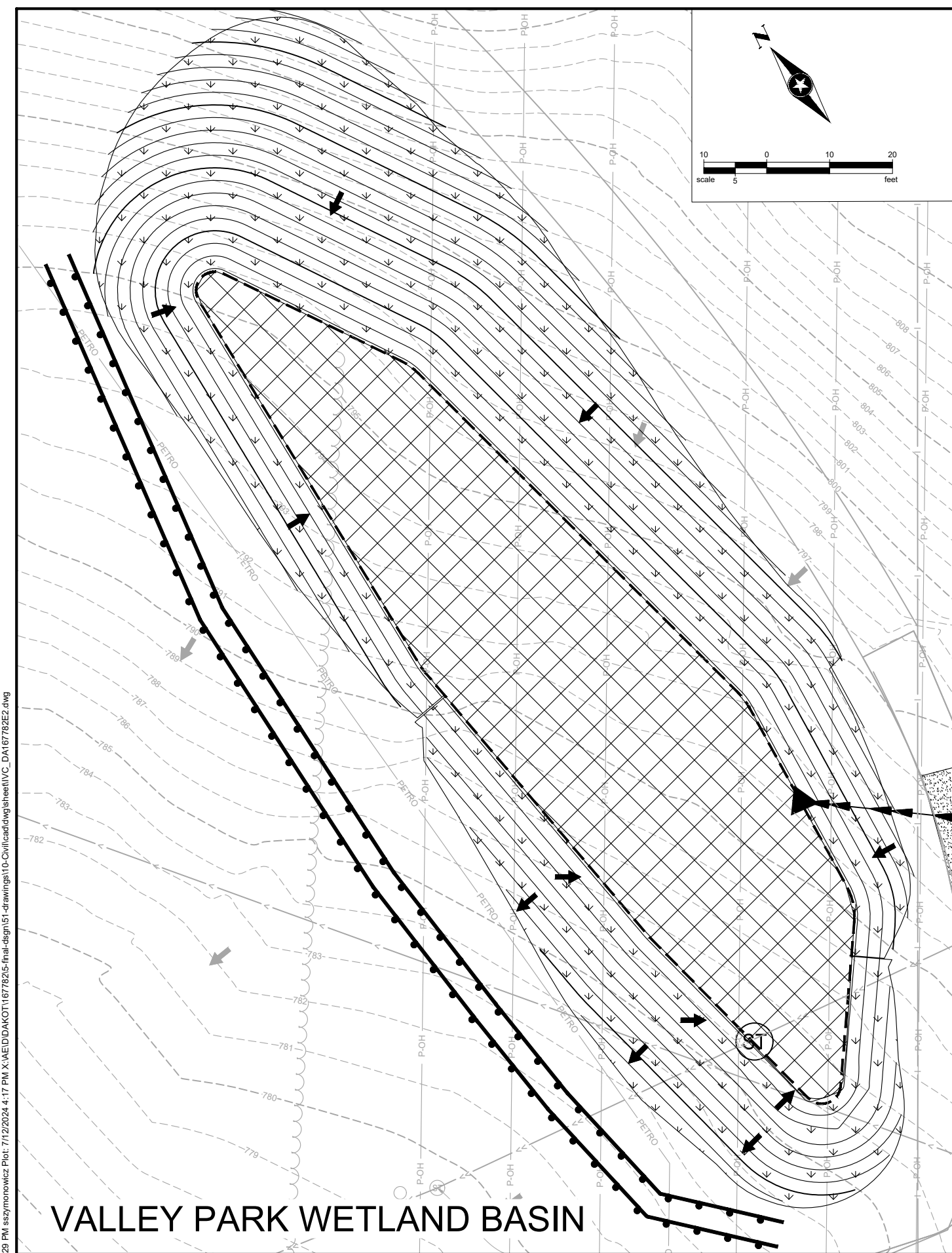
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

**PRELIMINARY**

BLAKE HANSEN, PE (MN)  
DATE: ##### LICENSE NO. 58904

INTERSTATE CREEK STABILIZATION & WATER QUALITY BMP PROJECT  
DAKOTA COUNTY, MINNESOTA


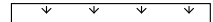



EROSION CONTROL & TURF ESTABLISHMENT



# VALLEY PARK WETLAND BASIN

# PARK PLACE FILTRATION BASIN

## LEGEND

-  CONSTRUCTION LIMITS
-  NATIVE VEGETATIVE PLANTINGS
-  ROLLED EROSION PREVENTRION
-  VEGETATED OVERFLOW
-  DIRECTION OF FLOW (EXISTING & PROPOSED)

Save: 7/10/2024 4:29 PM iszymonowicz Plot: 7/12/2024 4:17 PM X:\A\ED\DAKOT\187825-final-dgn\51-drawings\10-Civil\cadd\dwg\sheet\VC\_DA18782E2.dwg

SEH Project	IVC_DA167782	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By	MWS	#	#	#	#	#	#
Designed By	MC	#	#	#	#	#	#
Checked By	BH	#	#	#	#	#	#

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

**PRELIMINARY**

BLAKE HANSEN, PE (MN)  
DATE: ##/##/##

SEH  
LICENSE NO. 58904

**INTERSTATE CREEK STABILIZATION & WATER QUALITY BMP PROJECT**  
DAKOTA COUNTY, MINNESOTA

**EROSION CONTROL & TURF ESTABLISHMENT**  
20 of 26





# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3884

**Agenda #:** 11.1

**Meeting Date:** 10/29/2024

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**DEPARTMENT:** Public Services and Revenue Administration

**FILE TYPE:** Consent Action

### TITLE

**Approval Of Application For Assemblage Of Large Number Of People License For Dakota City Heritage Village**

### PURPOSE/ACTION REQUESTED

Approve the application for Assemblage of Large Numbers of People license for Dakota City Heritage Village, as recommended and authorized by the Public Services and Revenue Division to issue the license.

### SUMMARY

An application has been submitted by Dakota City Heritage Village to hold the annual Christmas in the Village event located at the Dakota County Fairgrounds, 4008 220<sup>th</sup> Street West, Farmington, which is located in Castle Rock Township. The event will be held December 7-8, 2024, and December 14-15, 2024, from 3:00 p.m. until 8:00 p.m. each day.

Dakota County Ordinance No. 102 requires that no person shall permit, maintain, promote, conduct, advertise, act as entrepreneur, undertake, organize, manage, sell or give tickets to an actual or anticipated assembly of 300 or more persons for an exhibition or show of any nature, whether on public or private property, unless a license to hold such an assembly has first been approved by the Public Services and Revenue Division, Public Health Department, Risk Management Department, Transportation Department, and the Sheriff's Office. Castle Rock Township has also reviewed the application.

Under the Dakota County Ordinance, security and traffic controls must meet local and State requirements. Such controls shall include, but not be limited to, law enforcement officers having jurisdiction in Dakota County and any additional security officers sufficient to provide adequate security for the maximum number of people assembled, as recommended by the Dakota County Sheriff.

License holders are required to obtain a \$10,000 bond payable to Dakota County and commercial general liability insurance in the sum of \$1,000,000 per occurrence for bodily injury or death or property damage naming Dakota County as additional insured covering all injuries or damage caused by or as result of the conduct of the assembly. The bond protects Dakota County up to \$10,000 from all loss or damage for which it is liable on account of issuance of the license. The commercial general liability coverage provides insurance coverage to Dakota County and members of the public in the case that they are injured or incur property damage through the actions of the license holder or their agents. This insurance coverage may relieve Dakota County of liability for general liability claims

arising from actions taken by Sheriff’s deputies while performing general security duties at the event.

**RECOMMENDATION**

Staff recommends approval of the application.

**EXPLANATION OF FISCAL/FTE IMPACTS**

Revenue generated from this license is \$332.00.

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

**RESOLUTION**

WHEREAS, an application has been submitted by Dakota City Heritage Village to hold a Christmas in the Village gathering at Dakota County Fairgrounds in Castle Rock Township; and

WHEREAS, the Dakota County Board of Commissioners is the local governing body having jurisdiction over the proposed license, and the application has been reviewed for compliance with the County Ordinance No. 102 and has been approved by the Public Services and Revenue Division, Public Health Department, Risk Management, Transportation Department and Sheriff’s Office; and

WHEREAS, Castle Rock Township approved the application.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the application for Assemblage of Large Numbers of People License received by Dakota City Heritage Village to hold a Christmas in the Village gathering at Dakota County Fairgrounds, 4008 220<sup>th</sup> Street West, Farmington, on December 2-3, 2023, and December 9-10, 2023, from 3:00 p.m. to 8:00 p.m. each day, and authorizes the Public Services and Revenue division to issue the license.

**PREVIOUS BOARD ACTION**

None.

**ATTACHMENTS**

None.

**BOARD GOALS**

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

**CONTACT**

Department Head: Teresa Mitchell  
Author: Sarah Kidwell



# Board of Commissioners

## Request for Board Action

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Item Number: DC-3827

Agenda #: 12.1

Meeting Date: 10/29/2024

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**DEPARTMENT:** Physical Development Administration

**FILE TYPE:** Regular Action

### TITLE

**Reaffirmation Of Base Levy And Approval Of 2025 Incremental Levy For Dakota County Community Development Agency**

### PURPOSE/ACTION REQUESTED

Reaffirm the base levy to provide ongoing debt service payments for the Dakota County Community Development Agency's (CDA) bond-funded affordable housing developments and approve the 2025 levy increment for the CDA.

### SUMMARY

Minn. Stat. § 383D.41 authorizes the CDA to levy special benefit taxes at the higher of the rates allowable under Statutes §383D.41, §469.033, and §469.107, with approval by the Dakota County Board (County Board). Of the applicable statutes, the highest rate is in Minnesota Statute §469.033, which states that the current maximum amount the CDA is permitted to levy is .0185 percent of the County Estimated Market Value.

In 1994, the County Board granted the CDA the authority to request levy funds up to the amount permitted by law without subsequent approval from the County (Resolution 94-926). This ongoing authority provides stability for debt service payments required for the outstanding bonds issued to develop CDA-owned and operated affordable senior and workforce housing apartments. Historically, the CDA has sought County Board approval for the levy increment beyond the .0144 percent limit that was in place at the time of Resolution 94-926. The incremental levy is the difference between the maximum permitted by statute (.0185 percent) and the ongoing amount previously authorized by the board (.0144 percent).

For 2025, the CDA is requesting the approval of the incremental levy authority of .0012 percent. The levy rate is the same as 2024. Approval of this levy request applies only to the levy of taxes payable in 2025, and the levy amount is based on the final pay year 2024 Estimated Market Value in the County. The requested incremental levy authority is projected to provide approximately \$883,362 for CDA-supported programs.

### RECOMMENDATION

CDA and County staff recommend the reaffirmation of the .0144 percent base levy and approval of the .0012 percent incremental special benefit levy for the Dakota County CDA to address affordable housing needs in Dakota County.

### EXPLANATION OF FISCAL/FTE IMPACTS

The requested 2025 incremental levy rate of .0012 percent of the Estimated Market Value is expected to generate \$883,362 in revenue for the CDA. If the incremental levy is approved, it will be added to the .0144 percent base levy rate, for a total CDA levy rate of .0156 percent of the Estimated Market Value. This total levy is expected to generate \$11,483,710 in revenue for the CDA, of which \$5,600,000 will be used to pay debt service for the CDA bond-funded developments. The 2025 levy funds will be included in the CDA’s Fiscal Year End 2025 budget, which runs from July 1, 2025, to June 30, 2026.

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

**RESOLUTION**

WHEREAS, the Dakota County Board of Commissioners (Board) has determined that the availability of accessible affordable housing and economic development activities are a necessary component of a vital, sustainable economy in Dakota County; and

WHEREAS, the Dakota County Community Development Agency (CDA) has the powers of a Housing and Redevelopment Authority and Economic Development Authority within Dakota County; and

WHEREAS, there continues to be a substantial gap between the demand for affordable housing and economic development activities in Dakota County and financial resources for such activities, and additional capital for the CDA to support these activities is desired to contribute to a vital, sustainable economy in Dakota County; and

WHEREAS, the CDA develops senior and workforce housing financed through the use of housing revenue bonds with the pledge of general obligation backing by Dakota County, as approved by the Board; and

WHEREAS, the Board has previously approved the ongoing base levy by the CDA of special benefit taxes at a rate of .0144 percent of the Estimated Market Value to support debt service payments for the CDA bond-funded developments; and

WHEREAS, the CDA is authorized under Minn. Stat. § 469.033, Subd. 6, with the approval of the Board, to levy additional special benefit taxes, up to an amount of .0041 percent of the Estimated Market Value (the incremental levy) for a total levy of .0185 percent; and

WHEREAS, the CDA is requesting approval of an incremental levy of .0012 percent for a total levy of .0156 percent of Estimated Market Value; and

WHEREAS, the incremental levy would provide the CDA with an estimated \$883,362 for CDA-supported programs; and

WHEREAS, the approval of the incremental levy applies only to taxes payable in 2025.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby reaffirms the Dakota County Community Development Agency’s base levy rate of .0144 percent of the Estimated Market Value and approves the Community Development Agency’s incremental levy



of .0012 percent of the Estimated Market Value, for a total Community Development Agency levy rate of .0156 percent of the Estimated Market Value for taxes payable in 2025 for the purpose of providing affordable housing and supporting economic development activities in Dakota County through the Community Development Agency's Common Bond Development Program and other Community Development Agency-supported programs.

**PREVIOUS BOARD ACTION**

94-926; 12/6/94

**ATTACHMENTS**

Attachment: 2025 CDA Levy Budget

**BOARD GOALS**

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

**CONTACT**

Department Head: Erin Stwora

Author: Lisa Alfson

**2025 Special Benefit Tax Levy Budget  
Dakota County Community Development Agency**

**Program:** Housing Development and Enhancement Programs

**Objective:** To provide quality, affordable housing for low- to moderate-income households and support economic development initiatives in Dakota County.

**Budget Detail:**

**Bond-funded CDA Developments** \$ 5,600,000

Funds will be used for the payment of debt service on bonds issued for the development of affordable housing by the CDA.

**CDA Initiatives** \$ 5,883,710

Funds will be used in support of CDA initiatives to further the mission of the CDA and budgeted through the CDA's FYE25 budget process.

**TOTAL BUDGET REQUEST** **\$11,483,710**



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3892

**Agenda #:** 15.1

**Meeting Date:** 10/29/2024

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### Information

See Attachment for future Board meetings and other activities.

**October 29, 2024**

Tuesday

- 9:00 AM - 9:00 AM                      **Dakota County Board of Commissioners Meeting -- Administration Center, 1590 Highway 55, Boardroom, Hastings or View Live Broadcast**  
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>
- 9:30 AM - 9:30 AM                      **Dakota County Board Transit Workshop (or following CB) -- Administration Center, 1590 Highway 55, Conference Room 3A, Hastings**
- 9:30 AM - 9:30 AM                      **Dakota County Regional Railroad Authority - CANCELED**
- 3:00 PM - 3:00 PM                      **Solar Energy Celebration -- Northern Service Center, 1 Mendota Road W, West St. Paul**
- 4:30 PM - 4:30 PM                      **Open House: 185th Street between Kenwood Trail/County State Aid Highway 50 (CSAH 50) and Ipava Avenue -- Lakeville Water Treatment Plant, 18400 Ipava Ave, Lakeville, Conference Room**

**November 1, 2024**

Friday

- 10:00 AM - 10:00 AM                      **Association of Minnesota Counties Board of Directors Meeting -- Association of Minnesota Counties, 125 Charles Ave, St. Paul**

**November 7, 2024**

Thursday

- 1:00 PM - 1:00 PM                      **Annual Opioid Meeting -- Robert Trail Library, 14395 S Robert Trail, Rosemount**

**November 8, 2024**

Friday

- 12:00 PM - 12:00 PM                      **Dakota-Scott Workforce Development Board Executive Committee Meeting -- Zoom**  
(<https://us02web.zoom.us/j/89744523163?pwd=amhmRIF3ZlloREJyVGJ2RnQxbXc4Zz09>)

**November 11, 2024**

Monday

- 8:00 AM - 8:00 AM                      **County Offices Closed - Veteran's Day Observed**

**November 12, 2024**

Tuesday

- 9:00 AM - 9:00 AM                      **Dakota County Board of Commissioners Meeting -- Administration Center, 1590 Highway 55, Boardroom, Hastings or View Live Broadcast**  
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>

**November 12, 2024 Continued**

Tuesday

9:30 AM - 9:30 AM

**Dakota County General Government and Policy Committee Meeting (or following CB) -- Administration Center, 1590 Highway 55, Hastings, Conference Room 3A**

1:00 PM - 1:00 PM

**Dakota County Board Transit Workshop -- Administration Center, 1590 Highway 55, Conference Room 3A, Hastings**



# Board of Commissioners

## Request for Board Action

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**Item Number:** DC-3893

**Agenda #:** 16.1

**Meeting Date:** 10/29/2024

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Adjournment