Dakota County

Board of Commissioners

Agenda

Tuesday, June 23, 2026 **9:00 AM** **Conference Room 3A, Administration Center, Hastings**

View Live Broadcast
https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx
If you wish to speak to an agenda item or an item not on the agenda, please notify the Clerk to the Board via email at CountyAdmin@co.dakota.mn.us
Commissioners may participate in the meeting by interactive technology.

1. Call to Order and Roll Call

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
Verbal Comments are limited to five minutes.

4. Agenda

4.1 Approval of Agenda (Additions/Corrections/Deletions)

CONSENT AGENDA

5. County Administration - Approval of Minutes

5.1 Approval of Minutes of Meeting Held on June 9, 2026

6. Central Operations

6.1 *Central Operations Administration* - Reappointment To Disability Advisory Council

6.2 *Office Of Risk Management* - Authorization To Renew Commercial Automobile Insurance Contract With Travelers Insurance

6.3 *Office Of Risk Management* - Authorization To Renew Commercial Property Insurance Contract With Affiliated FM

6.4 *Office Of Risk Management* - Authorization To Purchase Commercial Property Insurance For Byllesby Dam Powerhouse

6.5 *Finance* - Report On Invoices Paid In May 2026

6.6 *Finance* - Approval Of Revisions To Policy 2003 Fund Balance And Unrestricted Net Position

6.7 *Finance* - Approval Of Resolution Increasing Wheelage Tax Rate In Dakota County From $10 To $20 Per Year

7. County Board/County Administration

7.1 *County Board* - Designation Of Voting For 2026 National Association Of Counties Annual Business Meeting

7.2 *Office Of The County Manager* - Acceptance Of Resignation From Member Of Public Art Committee

7.3 *Human Resources* - Approval Of Revisions To Policies 3122 Job Evaluation And Classification And 3160 Compensation Guidelines

8. Community Services

8.1 *Employment and Economic Assistance* - Ratification To Submit Unified Local Youth Plan To Minnesota Department Of Employment And Economic Development For Minnesota Youth Program 2027 And Workforce Innovation And Opportunity Act Youth Program 2026

8.2 *Employment and Economic Assistance* - Authorization To Accept Minnesota Youth Program State Fiscal Year 2027 And Workforce Innovation And Opportunity Act Youth Program Year 2026 Funds, Execute Minnesota Department Of Employment And Economic Development Grant Agreements, And Execute Related Contracts

8.3 *Employment and Economic Assistance* - Authorization To Execute Grant Agreement For Workforce Innovation And Opportunity Act Adult Services And Dislocated Worker Services And Execute Related Joint Powers Agreements And Contracts

8.4 *Employment and Economic Assistance* - Authorization To Execute Grant Agreement For State Dislocated Worker Program Services And Execute Related Joint Powers Agreement And Contract

8.5 *Social Services-Adult Services* - Authorization To Submit Grant Application To Minnesota Department Of Public Safety Office Of Justice Programs For Crisis Intervention Grant

8.6 *Social Services-Housing & Community Resources* - Authorization To Execute Contract Amendment With Dakota Woodlands For Emergency Shelter Services For 2026 Allocation Of Minnesota Department of Human Service Cost-Neutral Transfer Funds

8.7 *Social Services-Housing & Community Resources* - Authorization To Amend 2026 Social Services Budget For Family Homelessness Prevention And Assistance Program Grant

9. Physical Development

9.1 *Transportation* - Approval Of Final Plats Recommended By Plat Commission

9.2 *Transportation* - Authorization To Execute Third Contract Amendment With Alliant Engineering, Inc., For Professional Engineering Services For County Road Retaining Wall Assessments And Final Design Of County State Aid Highway 38 (McAndrews Road) Retaining Walls, County Project 97-218

9.3 *Transportation* - Authorization To Execute Contract With Minger Construction Companies, Inc. And Related Grant Agreements And Amendment To 2026 Transportation Capital Improvement Program Budget For Multimodal Improvements On County State Aid Highways 28 And 56, County Projects 28-69 And 56-14

9.4 *Transportation* - Authorization To Distribute Environmental Assessment Worksheet For County Project 54-11

9.5 *Transportation* - Authorization To Approve Letters Of Support To West St. Paul And Lakeville For Applications To Regional Solicitation Funding Opportunity

9.6 *Transportation* - Authorization To Execute Contract With Minnowa Construction, Inc., And Amend Transportation Capital Improvement Program Budget For Reconstruction Of Bridge Number 19578 In Vermillion Township, County Project 85-23

9.7 *Parks* - Authorization To Award Bid And Execute Contract With JM Hauling LLC To Provide Construction Services For West Lake Byllesby Regional Park Master Plan Improvements

9.8 *Parks* - Authorization To Award Bid And Execute Contract With Ebert, Inc. dba Ebert Companies To Provide General Contractor Services For Lake Byllesby Regional Park Campground Building Project

9.9 *Environmental Resources* - Authorization To Execute Contract With Certified Recycling, LLC For Mattress Recycling And Reuse Services At The Recycling Zone Plus

9.10 *Environmental Resources* - Authorization To Implement 2026-2027 Pilot Grant Program For Farmers Market Food Rescue

9.11 *Physical Development Administration* - Authorization To Accept Fee Title To Big Rivers Regional Trailhead Property In Mendota Heights From Minnesota Department Of Transportation

9.12 *Physical Development Administration* - Authorization To Submit Application For 2026 Federal Emergency Management Agency Building Resilient Infrastructure And Communities (BRIC) Program

REGULAR AGENDA

10. Public Services and Revenue

10.1 *Elections* - Update On Election Readiness

11. 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

12. County Manager's Report

13. Information

13.1 Information
See Attachment for future Board meetings and other activities.

14. Adjournment

14.1 Adjournment

For more information, call 651-438-4417
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Public Comment can be sent to CountyAdmin@co.dakota.mn.us

Board of Commissioners

Request for Board Action

Item Number: DC-5778 **Agenda #:** 4.1 **Meeting Date:** 6/23/2026

Approval of Agenda (Additions/Corrections/Deletions)

Board of Commissioners

Request for Board Action

Item Number: DC-5779 **Agenda #:** 5.1 **Meeting Date:** 6/23/2026

Approval of Minutes of Meeting Held on June 9, 2026

Dakota County
Board of Commissioners
Minutes

Tuesday, June 9, 2026 **9:00 AM** **Conference Room 3A, Administration Center, Hastings**

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 Halverson who welcomed everyone and opened the meeting with the Pledge of Allegiance.

3. Audience

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

4. Agenda

4.1 Resolution No: 26-235
Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland Second: Mike Slavik

Ayes: 7

5. Public Hearing

5.1 Resolution No: 26-236
Public Hearing To Receive Comments On And Adoption Of Revised Dakota County Ordinance No. 113, Subsurface Sewage Treatment Systems

Motion: Liz Workman Second: Mike Slavik

The time being 9:05 a.m. and pursuant to public notice, a public hearing was

conducted to receive comments on the revised Dakota County Ordinance No. 113, Subsurface Sewage Treatment Systems. Water Resources Specialist Benjamin Hoyt briefed this item and the public hearing was opened. No one came forward with comments and no comments were received via email. The Public Hearing was closed at 9:06 a.m.

WHEREAS, Dakota County has enacted Dakota County Ordinance No. 113, Subsurface Sewage Treatment System (County SSTS Ordinance 113), which meets and, in some cases, exceeds the minimum state standards for SSTS required in Minn. Stat. § Chapter 115 and Minn. Rules Chapters 7080-7083; and

WHEREAS, County SSTS Ordinance 113, as amended in 1996, 1998, 2009, 2016, and 2018 was developed with significant input from advisory committee members composed of representatives from the County, cities, townships, realtors' association, septic contractors, and private citizens; and it establishes uniform and consistent standards, guidelines, and regulations for the compliance and enforcement of proper siting, design, construction, installation, operation, maintenance, repair, inspection, and permanent abandonment of septic systems in Dakota County; and

WHEREAS, Dakota County staff recommends amendments to this ordinance that will provide additional protection to groundwater and the health and safety of residents and to ensure best practices toward long-term maintenance of these septic systems; and

WHEREAS, Dakota County staff recommends authorizing the Zoning Board of Adjustment to review variances to County SSTS Ordinance 113; and

WHEREAS, a public hearing to consider the proposed amended Ordinance 113 was held during the June 9, 2026, Dakota County Board of Commissioner's meeting; and

WHEREAS, amendments to County ordinances must be approved by the Dakota County Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the amendment to Dakota County Ordinance No. 113, Subsurface Sewage Treatment Systems, as presented on June 9, 2026; and

BE IT FURTHER RESOLVED, That Environmental Resources staff shall publish, distribute, and file the amended ordinance pursuant to Minn. Stat. § 375.51.

Ayes: 7

CONSENT AGENDA

On a motion by Commissioner Hamann-Roland, seconded by Commissioner Atkins, the

Consent agenda was approved as follows:

6. County Administration - Approval of Minutes

6.1 Resolution No: 26-237
Approval of Minutes of Meeting Held on May 19, 2026

Motion: Mary Hamann-Roland Second: Joe Atkins

Ayes: 7

7. Central Operations

7.1 Resolution No: 26-238
Approval To Continue Participation In State Standard Measures Program

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, the Minnesota Legislature created the Council on Local Results and Innovation in 2010, and the Council released a standard set of performance measures for cities and counties in 2011; and

WHEREAS, the Dakota County Board of Commissioners adopted Resolution No. 11-318 (June 21, 2011), to participate in the voluntary performance measurement program, established by Minn. Stat. § 6.91, and began assembling the necessary data; and

WHEREAS, Dakota County values the use of performance measurement to continually improve program and services for the residents of Dakota County; and

WHEREAS, participation in the standard measures program by a city or county is voluntary, but those who choose to participate in the program must officially adopt the corresponding performance measures developed by the Council, and file a report with the Office of the State Auditor by July 1, 2026, as part of annual reporting requirements; and

WHEREAS, cities and counties who participate in the program must implement a local performance measurement system as defined by the Council on Local Results and Innovation, to include: outcome goals; outcome and output performance measures; and reporting on results of the performance measures to their residents.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the following standard performance measures developed by the Council on Local Results and Innovation and authorized by the Minnesota Legislature:

- Part I and II Crime
- Average County Pavement Condition Rating

- Workforce Participation Rate Among Minnesota Family Investment Program and Diversionary Work Program Participants
- Percentage of Children Where There Is a Recurrence of Maltreatment Within 12 Months Following an Intervention
- Level of Assessment Ratio
- Accuracy of Post-Election Audit
- Dollars Brought into the County for Veterans' Benefits
- Bond Rating
- Citizens' Rating of the Quality of County Park, Recreational Programs, and/or Facilities
- Amount of Hazardous Household Waste and Electronics Collected

; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby directs the County Manager to cause the collection, maintenance, and publication of the set of performance measures, as defined by the Council on Local Results and Innovation.

Ayes: 7

7.2 Resolution No: 26-239
Authorization To Execute Contract Renewal With Granicus, Inc., For Broadcasting Subscriptions Services

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, it is in the interest of the citizens of Dakota County that the Board of Commissioners participate in state legislative and administrative rule-making processes to ensure that County interests are properly considered in the adoption of legislation and rules; and

WHEREAS, Dakota County currently has a contract with Granicus, Inc. for broadcasting services; and

WHEREAS, the current contract with Granicus, Inc. for broadcasting services ends on June 30, 2026; and

WHEREAS, the County requires a contact renewal from Granicus, Inc. for broadcasting services; and

WHEREAS, the County received a nine-month renewal quote from Granicus starting on July 01, 2026, and ending on March 27, 2027, for $32,278; and

WHEREAS, sufficient funding is available in the 2026 budget; and

WHEREAS, staff recommend renewal of the contract with Granicus, Inc., for broadcasting services for a nine-month contract.

NOW, THEREFORE, BE IT RESOLVED, That the County Board of

Commissioners hereby authorizes the Deputy County Manager to execute a nine-month contract renewal from July 1, 2026, to March 27, 2027, with Granicus, Inc., for broadcasting services in an amount not to exceed $32,278, subject to approval by the County Attorney's Office as to form.

Ayes: 7

8. Community Services

8.1 Resolution No: 26-240
Authorization To Execute Joint Powers Agreement Amendment With City Of West St. Paul To Support Eligible Opioid Settlement Activities

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, in accordance with the Amended Minnesota Opioids State-Subdivision Memorandum of Agreement (MOA), Dakota County may grant Opioid Settlement Funds to another entity for that entity to fund one or more strategies stated in the MOA; and

WHEREAS, by Resolution, 24-162 (March 26, 2024), the Dakota County Board of Commissioners authorized the Community Services Director to execute a joint powers agreement (JPA) with the City of West St. Paul to support eligible activities in accordance with the Amended Minnesota Opioids State-Subdivision Memorandum of Agreement funded through the National Opioid Settlement Funds for a total amount of $35,926, for the term effective upon execution through July 1, 2026, subject to approval by the County Attorney's Office as to form; and

WHEREAS, the City of West St. Paul requested additional time to spend the funds; and

WHEREAS, staff requests authorization to execute an amendment to the original JPA with the City of West St. Paul to extend the term of the agreement through July 1, 2027; and

WHEREAS, this amendment allows more time for the City of West St. Paul to utilize the city's distribution of opioid funds.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an Assistant County Manager, Community Services, to execute an amendment to the joint powers agreement with the City of West St. Paul to support eligible activities in accordance with the Amended Minnesota Opioids State-Subdivision Memorandum of Agreement funded through the National Opioid Settlement Funds to extend the term through July 1, 2027, subject to approval by the County Attorney's Office as to form.

Ayes: 7

8.2 Resolution No: 26-241
Authorization To Execute Fiscal Agent Agreement For Workforce Development Board, Workforce Innovations And Opportunity Act Regional Plan And Budget

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, the metropolitan area of Minnesota's Workforce Development Boards is designated as Metro Region 4, consisting of Anoka County, Dakota-Scott, Hennepin-Carver, Ramsey, Washington and the City of Minneapolis; and

WHEREAS, Metro Region 4 submitted and obtained Workforce Innovation and Opportunities Act (WIOA) Regional Planning Funds from the Minnesota Department of Employment and Economic Development (DEED); and

WHEREAS, the Minnesota Association of Workforce Boards (MAWB) is the oversight and administrator of the funds from DEED; and

WHEREAS, by Resolution No. 25-371 (August 12, 2025), the Dakota County Board of Commissioners authorized the execution of the Workforce Innovations and Opportunity Act (WIOA) Regional Plan And Budget Fiscal Agent Agreement for Anoka County to serve as the fiscal agent for the WIOA Metro Region 4 members through March 31, 2026; and

WHEREAS, Anoka County has been designated as the fiscal agent by Metro Region 4; and

WHEREAS, the Anoka County Workforce Development Board through the Anoka County Job Training Center will act as the Fiscal Agent for the Metro Region 4 allocation; and

WHEREAS, this agreement will terminate on June 30, 2027; and

WHEREAS, the Anoka County Job Training Center will receive and process all invoices and be the point of contact for invoicing; and

WHEREAS, to support these administrative duties, MAWB will reimburse Anoka County Job Training Center 7.5 percent of the Region 4 allocation of $132,075, which is a fee that equals and shall not exceed $9,906.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an Assistant County Manager, Community Services, on behalf of the Dakota-Scott Workforce Development Board, to execute the Workforce Innovations And Opportunity Act (WIOA) Regional Plan And Budget Fiscal Agent Agreement for Anoka County to serve as the fiscal agent for the WIOA Metro Region 4 members through June 30, 2027, subject to approval by the County Attorney's Office as to form.

Ayes: 7

8.3 Resolution No: 26-242
Authorization To Execute Contract Amendment For Community Coach Services And Habilitation, Empowerment, And Accountability Therapy For Youth Facilitation

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, coach services and Habilitation, Empowerment, and Accountability Therapy (H.E.A.T.) for Youth facilitation provide youth with structured, community-based support intended to promote positive behavior change and reduce deeper system involvement; and

WHEREAS, community coaches work individually with youth to build trusting relationships, connect them to pro-social activities, support healthy decision-making, and strengthen positive ties to family, school, and community; and

WHEREAS, H.E.A.T. for Youth is a culturally responsive, strength-based group intervention designed for adolescent males involved in the juvenile justice system that focuses on identity, emotional regulation, accountability, relationships, decision-making, and future planning; and

WHEREAS, together, these services offer both individualized mentoring and structured group support to help youth develop skills, confidence, and positive community connections; and

WHEREAS, Dakota County Community Corrections entered into a contract with Lucienne Olson DBA Revival Training, Inc. on June 6, 2023, for community coach services in the amount not to exceed $20,000; and

WHEREAS, on November 1, 2024, the contract was amended to increase the not to exceed contract amount by $60,000, extend the term through December 31, 2026, and add H.E.A.T. for Youth cognitive behavioral group facilitation services for the amended amount not to exceed $80,000; and

WHEREAS, Revival Training, Inc. has expanded its business, recruited additional community coaches, and referrals for services have increased significantly through the contract term; and

WHEREAS, total expenditures under this contract are $259,371, exceeding the current contract authority; and

WHEREAS, of that amount, $74,805 was paid using state and federal grant funds; and

WHEREAS, approval is requested to increase the contract not to exceed amount to align with actual expenditures and anticipated service needs; and

WHEREAS, staff recommends Board authorization to execute a contract amendment with Lucienne Olson DBA Revival Training, Inc. for community coach services and H.E.A.T. for Youth facilitation; and

WHEREAS, the amendment would ratify $179,371 in expenditures already paid in excess of the current $80,000 contract authority and authorize an additional $70,629 for anticipated service needs during the existing contract term; and

WHEREAS, this would increase the total contract not to exceed amount to $330,000 for the existing three-and-a-half-year period of June 6, 2023 through December 31, 2026; and

WHEREAS, the additional funding requested for anticipated service needs will come from levy funds, with an estimated $38,000 anticipated from the state and federal drug court grant; and

WHEREAS, the amount paid from the state and federal drug court grant will depend on the number of youth participating in Drug Court who would benefit from the service.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an Assistant County Manager, Community Services to execute a contract amendment with Lucienne Olson DBA Revival Training, Inc. for community coach services and H.E.A.T. for Youth facilitation to ratify $179,371 in expenditures in excess of the contract amount $80,000 and authorize an additional $70,629 in expenses for anticipated service needs for a new not to exceed amount of $330,000 for the period June 6, 2023 through December 31, 2026, subject to approval by the County Attorney’s Office as to form.

Ayes: 7

8.4 Resolution No: 26-243
Authorization To Execute A Joint Powers Agreement With City Of Eagan For Sentence To Service Program

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, the Sentence to Service (STS) program is for lower-risk adults receiving probation services as an alternative to being ordered to jail; and

WHEREAS, the STS program is used as a way for clients to pay back the community for the crimes they have committed, and it is also used as a response to their non-compliance to court-ordered conditions; and

WHEREAS, joint powers agreements (JPA)s with several public entities are required for the purchase of work crew services through the STS program; and

WHEREAS, staff recommends authorization to execute a JPA with the City of

Eagan for the purchase of STS work crew days at a rate of $481.00 per day for five or more workers per crew, and $240.50 per day for work crews with less than five workers, in an amount not to exceed $1,443 for the period of the agreement effective date through December 31, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an Assistant County Manager, Community Services, to execute a joint powers agreement with the City of Eagan for Sentence to Service (STS) program, in the amount of $1,443 for the period of the agreement effective date through December 31, 2026, subject to approval by the County Attorney's Office as to form.

Ayes: 7

8.5 Resolution No: 26-244
Authorization To Accept Allocations From State Of Minnesota's First Judicial District, Dakota County District Court, And Execute Cooperative Agreements For Drug Treatment Court Programs

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, the Juvenile Drug Treatment Court is a collaborative, multidisciplinary initiative designed to improve outcomes for justice-involved youth experiencing substance use disorders (SUD); and

WHEREAS, the Juvenile Drug Treatment Court integrates a comprehensive array of programming designed to address substance use and support lasting recovery; and

WHEREAS, services include chemical dependency treatment and aftercare, Habilitation Empowerment Accountability Therapy (H.E.A.T.) 4 Youth (a culturally specific cognitive-based therapy program), Wraparound services, Family Peer Support groups, Community Coaches, and other culturally grounded supports; and

WHEREAS, together, these interventions help youth reduce or eliminate illegal drug use, build prosocial skills, strengthen family engagement, and establish long-term stability; and

WHEREAS, the Adult Drug Treatment Court Program is a collaborative, multidisciplinary initiative designed to improve outcomes for justice-involved adults experiencing substance use disorders and reduce felony-level recidivism through treatment, accountability, and intensive supervision; and

WHEREAS, the Adult Drug Treatment Court Program incorporates intensive supervision, treatment participation, and frequent drug testing requirements to support long-term recovery and reduce future criminal behavior; and

WHEREAS, funding supports drug testing costs, transportation, training, contracted services, and offsets approximately $50,000 in salary costs

associated with operating the program; and

WHEREAS, the Family Dependency Treatment Court (FDTC) is a voluntary problem-solving alternative court process for families involved in child protection court due to substance abuse by a parent; and

WHEREAS, all parents enrolled in FDTC have an addiction involving stimulants (methamphetamine/cocaine), opiates (heroin/fentanyl), or chronic and severe alcohol use; and

WHEREAS, the goals of the FDTC program are to protect the safety of children and support their well-being while giving parents the tools they need to obtain long-term sobriety in order to provide a safe and stable home for their children, thereby meeting the overarching goal of public safety; and

WHEREAS, diverting selected cases away from the traditional child protection court processes and into the Family Dependency Treatment Alternative Court Process, parents are more likely to achieve long-term sobriety and stability resulting in successful reunification with their children; and

WHEREAS, the FY2027 allocation for the Juvenile Drug Treatment Court Program is $165,250, which reflects a $0 (0%) increase from the FY2026 allocation; and

WHEREAS, $14,000 of the FY2027 allocation is paid directly by the State to a public defender for client legal representation, leaving $151,250 budgeted by Dakota County and eligible for reimbursement to Dakota County; and

WHEREAS, Community Corrections will receive $110,000 for Adult Drug Treatment Court Programs in FY2027, a $0 (0%) increase from the FY2026 allocation; and

WHEREAS, Social Services-Children and Family Services will receive $121,000 for Family Dependency Drug Treatment Court Programs in FY2027, a $0 (0%) increase from the FY2026 allocation; and

WHEREAS, staff is requesting cooperative agreements be executed for the period of July 1, 2026 through June 30, 2027.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an Assistant County Manager, Community Services, to accept the allocated funds from the State of Minnesota's First Judicial District, Dakota County District Court for the Juvenile Drug Treatment Court Program and execute a cooperative agreement in the amount of $165,250 for the period of July 1, 2026, through June 30, 2027, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Board acknowledges that $14,000 of

the total allocation is paid directly by the State to a public defender for client legal representation, and therefore the amount budgeted by Dakota County and eligible for reimbursement to Dakota County under the agreement is $151,250.

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an Assistant County Manager, Community Services, to accept the allocated funds from the State of Minnesota's First Judicial District, Dakota County District Court for the Adult Drug Treatment Court Program and execute a cooperative agreement in the amount of $110,000 for the period of July 1, 2026, through June 30, 2027, 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 an Assistant County Manager, Community Services, to accept the allocated funds from the State of Minnesota's First Judicial District, Dakota County District Court for the Family Dependency Drug Treatment Court Program and execute a cooperative agreement in the amount of $121,000 for the period of July 1, 2026, through June 30, 2027, subject to approval by the County Attorney's Office as to form.

Ayes: 7

9. Physical Development

9.1 Resolution No: 26-245
Authorization To Accept Donation Of Regional Greenway Trail Easement From City Of West St. Paul

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, Dakota County (County) and the City of West St. Paul (City) are partnering on County Project (CP) 98-13; and

WHEREAS, the outlot, originally described in the joint powers agreement, is no longer needed for the Hy-Vee development that did not proceed; and

WHEREAS, the City wishes to maintain fee title to the outlot for planned park improvements and grant a Greenway Trail Easement to the County at no cost; and

WHEREAS, by Resolution No. 19-823 (November 12, 2019), the Dakota County Board of Commissioners authorized the acquisition of necessary right of way needed for CP 98-13; and

WHEREAS, the City of West St. Paul wishes to convey to the County a permanent Greenway Trail Easement legally described as:

A permanent easement for greenway purposes over, under, and across the south 30.00 feet of Outlot B, Andler and Olsons 2nd Addition, according to the recorded plat thereof, Dakota County, Minnesota.

Said easement contains approximately 12,959 Square Feet.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves acceptance of the donation of the easements associated with the River to River Greenway from the City of West St. Paul.

Ayes: 7

9.2 Resolution No: 26-246
Authorization To Execute Contract With Quinn Evans Architects, Inc. For Spring Lake Park Reserve Cultural Landscape Management Plan

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, in 2024, the Dakota County Parks Department was awarded a Legislative-Citizen Commission on Minnesota Resources grant for the Spring Lake Park Reserve (SLPR) Restoration and River Access project, which includes $450,000 for a Cultural Landscape Management Plan for SLPR; and

WHEREAS, the plan will build on cultural resource recommendations in the 2021 SLPR Master Plan; and

WHEREAS, the Cultural Landscape Management Plan will address stewardship of Indigenous sites, recommendations for culturally appropriate restoration and management of the natural landscape, and strategies to strengthen relationships between living Indigenous communities and the park's cultural landscape; and

WHEREAS, Dakota County's request for proposals received four responses on April 21, 2026; and

WHEREAS, Quinn Evans Architects, Inc. (Quinn Evans) and Full Circle Indigenous Planning and Design, LLC were interviewed on Friday, May 8, 2026; and

WHEREAS, after interviews, the Quinn Evans proposal was ranked highest by the staff selection committee based on team qualifications and innovative project approach; and

WHEREAS, the 2024 Adopted Parks Capital Improvement Program Budget includes $450,000 for the effort; and

WHEREAS, staff recommends selection of Quinn Evans for the SLPR Cultural Landscape Management Plan.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Assistant County Manager: Physical Development to execute a contract with Quinn Evans to develop the Spring Lake Park Reserve Cultural Landscape Management Plan, in an amount not to exceed $293,111, including reimbursable expenses, subject to approval by the

County Attorney's Office as to form.

Ayes: 7

9.3 Resolution No: 26-247
Authorization To Accept Environment And Natural Resources Trust Fund Grant And Execute Grant Agreement For Lebanon Hills Regional Park Natural Resources Restoration And Sustainable Trails Improvements Project

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, the state Environment and Natural Resources Trust Fund (ENRTF) was established following voter approval of a 1988 constitutional amendment "for the public purpose of protection, conservation, preservation, and enhancement of the state's air, water, land, fish, wildlife, and other natural resources"; and

WHEREAS, the Legislative-Citizen Commission on Minnesota Resources (LCCMR) was established to make funding recommendations to the Minnesota Legislature for special projects that help maintain and enhance Minnesota's environment and natural resources, primarily from the ENRTF; and

WHEREAS, the Legislative-Citizen Commission on Minnesota Resources

(LCCMR) selected 109 proposals totaling approximately $103 million to recommend to the 2026 Minnesota Legislature for funding from the Environment and Natural Resources Trust Fund (ENRTF); and

WHEREAS, the amount available for appropriation from the ENRTF through the LCCMR process for FY 2027 is $103,326,000; and

WHEREAS, the Lebanon Hills Regional Park Natural Resources Restoration and Sustainable Trails Improvements was recommended for $2,126,000 of funding and approved by the legislature.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby supports the above-referenced project and authorizes the submittal of a proposal for funding on behalf of Dakota County to the Legislative-Citizen Commission on Minnesota Resources in response to the Minnesota Legislature 2026 Environmental and Natural Resources Trust Fund Request for Proposal; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners agrees to accept the award and may enter into an agreement with the State of Minnesota for Lebanon Hills Regional Park: West Trailhead Natural Resources Restoration Project and Sustainable Trails Improvements Project; and

BE IT FURTHER RESOLVED, That Dakota County will comply with all applicable laws, environmental requirements, and regulations and any additional conditions stated in the grant agreement and the approved Legislative-Citizen Commission on Minnesota Resources work plan; and

BE IT FURTHER RESOLVED, That Dakota County understands that grants utilizing the Environment and Natural Resources Trust Fund are generally paid out on a reimbursement basis, and the County has the financial capability to pay for project expenses prior to seeking reimbursement; and

BE IT FURTHER RESOLVED, That Dakota County certifies none of the current principals of the County have been convicted of a felony financial crime in the last 10 years. (for this purpose, a principal is defined as a public official, a board member, or staff that would have the authority to access or determine the use of Environment and Natural Resources Trust Fund funds, if awarded); and

BE IT FURTHER RESOLVED, That the Assistant County Manager: Physical Development Division is hereby authorized to execute such agreements and work plans as necessary and the Parks Director is authorized to implement the project on behalf of Dakota County; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners authorizes the Assistant County Manager: Physical Development Division to provide the 25 percent match, utilizing previously secured funds in the Parks Capital Improvement Program; and

BE IT FURTHER RESOLVED, That Dakota County has the financial capability to ensure adequate operation and maintenance of the project once completed.

Ayes: 7

9.4 Resolution No: 26-248
Authorization To Award Bid And Execute Contract With Peterson Companies, Inc. To Provide General Contractor Services For Mississippi River Access At Bud's Landing Project In Spring Lake Park Reserve

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, by Resolution No. 21-313 (June 22, 2021), the Dakota County Board of Commissioners adopted the Spring Lake Park Reserve Masterplan, which outlines the development of the Mississippi River Access at Bud’s Landing (MRABL) Project; and

WHEREAS, by Resolution No. 23-444 (September 26, 2023), the 2024 Parks Capital Improvement Program Adopted Budget includes a project to design and construct the MRABL Project; and

WHEREAS, by Resolution No. 25-337 (July 8, 2025), SRF Consulting Group (SRF) was selected to provide professional design for the project; and

WHEREAS, staff reviewed the initial concept with Tribal Partners virtually on September 2, 2025; and

WHEREAS, a public open house was held in person on September 30, 2025, and project materials were made available online for public comments; and

WHEREAS, schematic design was developed, incorporating the result of wetland delineation and archaeological survey; and

WHEREAS, by Resolution No. 25-542 (November 18, 2025), the Board approved the schematic design; and

WHEREAS, the staff worked with SRF to prepare the bid documents, which were advertised on April 21, 2026; and

WHEREAS, six competitive bids were received on May 19, 2026; and

WHEREAS, Peterson Companies, Inc. submitted a bid of $1,795,000; and

WHEREAS, staff and SRF reviewed the qualifications of the bidder and recommend award to Peterson Companies, Inc. as the lowest responsive and responsible bidder in an amount not to exceed $1,795,000 for the MRABL Project.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to execute a contract with Peterson Companies, Inc., 8326 Wyoming Trail, Chisago City, in an amount not to exceed $1,795,000 for Mississippi River Access at Bud's Landing Project, subject to the County Attorney's office as to form.

Ayes: 7

9.5 Resolution No: 26-249
Authorization To Execute Joint Powers Agreement With City Of Farmington For North Creek Greenway: Jim Bell Park And Preserve Segment

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, by Resolution No. 11-517 (October 18, 2011), the Dakota County Board of Commissioners adopted the North Creek Greenway Master Plan; and

WHEREAS, the City of Farmington is leading the design, bidding, and project delivery; and

WHEREAS, the project will construct and upgrade one mile of regional greenway .5 miles of local trails, and a new midblock crossing of 195th Street West (County Road 64); and

WHEREAS, the total project cost is estimated at $830,000; and

WHEREAS, Dakota County will reimburse the City of Farmington based on current greenway cost share practices; and

WHEREAS, the total estimated cost to Dakota County is $590,000, which includes a 10 percent contingency; and

WHEREAS, sufficient revenues are available in the Parks Capital Improvement Program; and

WHEREAS, the Supplemental Maintenance Agreement will be revised to include ongoing maintenance and operations for the North Creek Greenway within Jim Bell Park and Preserve.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Assistant County Manager: Physical Development, or their designee, to execute a joint powers agreement with the City of Farmington to reimburse the City for costs associated with the North Creek Greenway: Jim Bell Park and Preserve Segment through December 31, 2028, subject to approval by the County Attorney's Office as to form.

Ayes: 7

9.6 Resolution No: 26-250
Authorization To Execute Contract With Minnesota Native Landscapes, Inc. For Natural Resource Restoration In Harmon Park Reserve And Salem Hills Park

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, by Resolution No. 20-568 (November 11, 2020), the County Board of Commissioners adopted a Land Conservation Plan for Dakota County, which included as a goal the establishment of a City-County Conservation Collaborative for natural resources planning, protection, and management; and

WHEREAS, the City of Inver Grove Heights submitted proposals to the City-County Conservation Collaborative for restoration projects in both Seidl's Lake Park and Harmon Park Preserve/Salem Hills Park; and

WHEREAS, by Resolution No. 25-610 (December 16, 2025), the City of Inver Grove Heights and Dakota County executed a joint powers agreement to utilize state grant funds and City matching funds to enact natural resource restoration projects in the proposed parks; and

WHEREAS, on May 1, 2026, the County issued a request for proposals for the Harmon Park Reserve and Salem Hills Park 2026 to 2027 Restoration and Enhancement project; and

WHEREAS, best-value contracting was used to evaluate and award this request for proposals; and

WHEREAS, the proposal evaluation team scored each proposal and selected

Minnesota Native Landscapes, Inc.; and

WHEREAS, the selected proposal has been approved by the City of Inver Grove Heights as a condition of the joint powers agreement; and

WHEREAS, adequate funds for the contract are available within the 2026 Adopted Parks Budget; and

WHEREAS, staff recommends executing the contract with Minnesota Native Landscapes, Inc.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Parks Director to execute a contract with Minnesota Native Landscapes, Inc. for the Harmon Park Reserve and Salem Hills Park 2026 to 2027 Restoration and Enhancement project to conduct natural resource restoration in a total amount not to exceed $244,145, subject to approval by the County Attorney's Office as to form.

Ayes: 7

9.7 Resolution No: 26-251
Authorization To Initiate Quick-Take Condemnation For County State Aid Highway 47 Reconstruction In Hampton, Hampton Township, And Castle Rock Township, County Project 47-047

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 47-047; and

WHEREAS, CP 47-047 is the reconstruction of County State Aid Highway (CSAH) 47 (Northfield Boulevard) from CSAH 86 to Trunk Highway (TH) 50 in Hampton, Hampton Township, and Castle Rock Township; and

WHEREAS, Dakota County is the lead agency for CP 47-047, with right of way acquisition necessary in 2026 for construction to begin in the spring of 2027; and

WHEREAS, the County has been utilizing public engagement for this project, which was initiated with a public open house hosted on March 17, 2025; and

WHEREAS, the acquisition of 46 private property parcels identified in Dakota County Right of Way Map No. 517 by the County is necessary to move forward with the CP 47-047:

PARCEL	OWNER			
1	ADAM W. & STEPHANIE C. OTTE	9,775 (PE)		
2	THOMAS OTTE	60,257 (PE)	24,846 (TE)	42,755 (DU)
3	THOMAS OTTE	97,227 (PE)	9,315 (TE)	
4	LAURA V. SKLUZACEK REVOCABLE TRUST	21,686 (PE)	1,864 (TE)	
5	BRADLEY WILLE, JEFFREY WILLE, PAMELA A. CARLSON	25,167 (PE)	8,706 (TE)	
6	THE NICHOLAS H. NIEBUR AND MARY ANN NIEBUR TRUST	49,865 (PE)	35,391 (TE)	
7	WELLSPRING SERIES TRUST	90,349 (PE)	106,613 (TE)	

8 HAMPTON FARM ACRES 33,665 (PE) 5,988 (TE)
9 HAMPTON FARM ACRES 24,403 (PE) 2,717 (TE)
10 TIMOTHY J. & GWEN J. VAN EPS 15,664 (PE)
11 DOUGLAS J. WILLE 77,300 (PE) 17,987 (TE)
12 TIMOTHY & SUSAN MULVIHILL 150,649 (PE) 61,332 (TE) 57,789 (DU)
13 REBECCA & VERNON VOLKERT REVOCABLE TRUST 21,165 (PE) 12,211 (TE)
14 THE KENNETH & KATHLEEN BETZOLD LIVING TRUST 11,028 (PE) 250 (TE)
16 PATRICIA B. GOUNAIKIS REVOCABLE TRUST 14,410 (PE) 450 (TE)
17 CLARENCE D. JOHNSON JR. & MARION B. JOHNSON 20,555 (PE) 1,953 (TE)
18 MALLORY & ASHLEY BETZOLD, KELSEY D. YORKS 61,365 (PE) 10,340 (TE)
19 ALLEN C. & SHERYL K. WUTSCHKE 7,154 (PE) 1,320 (TE)
20 ALLEN C. & SHERYL K. WUTSCHKE 4,303 (PE) 725 (TE)
21 STEPHEN & ERIN MEYER 6,000 (PE)
22 DOUGLAS J. WILLE 963 (PE) 283 (TE)
23 STEVEN & ANNA FLEMING 27,911 (PE) 1,527 (TE)
24 KENNETH MICHAEL BAUCH & BRENDA BAUCH MOYER 9,599 (PE)
25 JOSEPH T. WERNER 4,480 (PE)
28 RICHARD L. OZMENT 2,193 (PE) 1,578 (TE)
29 THE DAVID FINNEGAN 2012 IRREVOCABLE TRUST 23,679 (PE) 1,622 (TE)
30 RYAN BJORNSTAD FINNEGAN 3,277 (PE)
32 CHAZ IRRTHUM 615 (TE)
33 DALE H. RADMAN 129 (TE)
34 STACEY PATRICK & DARYL PATRICK 500 (TE)
35 LEIGH ARNOLDY 620 (TE)
36 ADAM NICHOLAS GIRGEN 555 (TE)
37 KERRIE L. & JEFFREY M. WHIPPLE 650 (TE)
38 RANDY R. HARTL & ANITA M. ALBARADO 500 (TE)
39 DOROTHY S., JOHN F., AND CHRISTOPHER J. FEIDT 1,375 (TE)
40 HAROLD M. & TARA J. SMITH 1,150 (TE)
41 COUNTY OF DAKOTA 17,784 (PE) 34,095 (DU)
42 STELLA C. NIEBUR 3,790 (PE) 892 (TE)
45 BARBARA J. & DENNIS C. BOLAN 50,833 (PE) 7,725 (TE)
46 THE DARYL B. STOKESBARY REVOCABLE TRUST 25,624 (PE) 3,908 (TE)
47 MALLORY & ASHLEY BETZOLD, KELSEY YORKS 51,308 (PE) 29,419 (TE) 15,609 (DU)
48 TIMOTHY M. & SUSAN C. MULVIHILL 27,235 (PE) 3,861 (TE)
49 COREY D. BAIERL 3,148 (PE) 692 (TE)
50 JAMES N. & LINDA M. SCHILLER 38,311 (PE) 4,927 (TE)
51 TIMOTHY M. & SUSAN C. MULVIHILL 13,873 (PE) 3,804 (TE)
52 TIMOTHY M. & SUSAN C. MULVIHILL 2,117 (PE) 538 (TE)
; and

WHEREAS, the parcels have been appraised, and offers were prepared and sent for a total appraised value of $1,040,700; and

WHEREAS, in the event that timely acquisition by direct negotiation of all required parcels does not appear possible, it may be necessary for the County Board to authorize the County Attorney's Office to initiate quick-take condemnation of the remaining parcels to allow for a spring 2027 start date; and

WHEREAS, parcels that have settled through negotiation prior to the date required for filing the condemnation petition will not be included.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Attorney's Office to initiate quick-take condemnation of the remaining parcels to allow a spring 2027 start date in the event that timely acquisitions by direct negotiations of all parcels do not appear possible.

Ayes: 7

9.8 Resolution No: 26-252
Authorization To Execute Easement Agreement With Enterprise Terminals & Storage, LLC And Encroachment Agreement With Enterprise Products Operating, LLC For County Project 32-65 And Amend 2026 Transportation Capital Improvement Program Budget For Right Of Way

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, Dakota County (County) and the City of Inver Grove Heights are proceeding with County Project (CP) 32-65 to reconstruct 117th Street East to provide a safe and efficient transportation system; and

WHEREAS, Enterprise Products Operating, LLC owns and operates petroleum pipelines and related facilities within private easements that CP 32-65 construction activities must cross; and

WHEREAS, an Encroachment Agreement is required to define construction requirements, pipeline protection measures, restricted activities, and the presence of Enterprise Products Operating, LLC field representatives during construction activities on CP 32-65 occurring within or near the pipeline corridor; and

WHEREAS, the County acquired necessary permanent and temporary easements across Enterprise Terminals & Storage, LLC's property through eminent domain (District Court File No. 19HA-CV-24-2345); and

WHEREAS, an Easement Agreement is required to document certain conditions negotiated as part of the just compensation settlement between the County and Enterprise Terminals & Storage, LLC for the acquisition of the permanent and temporary easements acquired over Enterprise Terminals & Storage, LLC's property for CP 32-65; and

WHEREAS, right of way acquisition costs for CP 32-65, including appraisals, negotiated settlements, title services, fees, and potential condemnation proceedings, are projected to exceed the amount currently programmed in the adopted 2026 Transportation Capital Improvement Program (CIP) Budget; and

WHEREAS, the combined appraised value of required parcels/easements is $2,207,100, the anticipated combined negotiated settlement amount is $3,513,000, and additional project-related right of way costs create a total funding gap of $1,305,900; and

WHEREAS, sufficient funding is available in the Transportation Sales and Use Tax Fund to support a CIP amendment.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Board Chair to execute an Easement Agreement with Enterprise Terminals & Storage, LLC for County Project 32-65, 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 County Board Chair to execute an Encroachment Agreement with Enterprise Products Operating, LLC for County Project 32-65, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2026 Transportation Capital Improvement Program Budget is hereby amended to include additional funds for County Project 32-65 as follows:

Expense	
County Project 32-65	$1,305,900
Total Expense	**$1,305,900**
Revenue	
Transportation Sales and Use Tax	$1,305,900
Total Revenue	**$1,305,900**

Ayes: 7

9.9 Resolution No: 26-253
Authorization To Execute Second Contract Amendment With SRF Consulting Group, Inc., For Additional Contract Costs For Trail Construction On Butler Avenue In West St. Paul, County Project 04-17

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, to promote a safe and efficient transportation system throughout the county, Dakota County has constructed a trail along Butler Avenue from Robert Street to Trunk Highway 52; and

WHEREAS, SRF Consulting Group, Inc., was contracted to do construction management and inspection; and

WHEREAS, the contract has increased due to work remaining to be done in 2026; and

WHEREAS, staff recommends authorizing the execution of an amendment to the contract with SRF Consulting Group, Inc., in the amount of $18,883; and

WHEREAS, sufficient funds are available in the 2025 Transportation Capital Improvement Program Adopted Budget for the recommended contract amendment.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Transportation Director to execute a second amendment to the contract with SRF Consulting Group, Inc., in the amount of $18,883 for additional construction management and inspection for County Project 04-17, subject to the approval of the County Attorney's Office as

to form.

Ayes: 7

9.10 Resolution No: 26-254
Authorization To Amend 2026 Transportation Capital Improvement Program Budget For Kenwood Trail Mill And Overlay And Execute Joint Powers Agreement With City Of Lakeville, County Project 50-047

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, Capital Project 50-047 Kenwood Trail (CSAH 50) Mill and Overlay was not included in the adoption of the 2026 Transportation Capital Improvement Program (CIP) by Resolution No. 26-039 on January 20, 2026; and

WHEREAS, Dakota County has identified the need to complete a pavement preservation mill-and-overlay project along Kenwood Trail (CSAH 50) and package it with Capital Project 9-65 to improve efficiency and reduce construction impacts; and

WHEREAS, joint powers agreements with cities are standard instruments required to deliver Transportation Capital Improvement Program projects and are consistent with existing Board-approved practices, including approval to execute joint powers agreements with cities to accomplish Transportation CIP projects; and

WHEREAS, execution of a joint powers agreement with the City of Lakeville is necessary to define roles, responsibilities, and cost participation for Capital Project 50-047; and

WHEREAS, County State Aid Highway funds are available to fully fund this pavement preservation project in accordance with County policy.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the addition of Capital Project 50-047 Kenwood Trail (CSAH 50) Mill and Overlay; and

BE IT FURTHER RESOLVED, That the 2026 Transportation Capital Improvement Program is amended as follows:

Expense	
County Project 50-047	$450,000
Total Expense	**$450,000**
Revenue	
City of Lakeville	$90,000
CSAH	$360,000
Total Revenue	**$450,000**

; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Assistant County Manager, Physical Development, or designee, to execute a joint powers agreement with the City of Lakeville for the planning, design, and construction coordination of Capital Project 50-047, subject to approval by the County Attorney's Office as to form.

Ayes: 7

9.11 Resolution No: 26-255
Authorization To Execute Metropolitan Council Active Transportation Grant Agreement And Authorization To Initiate Quick-Take Condemnation For County State Aid Highway 42 (Egan Drive) Trail Gap Project In Burnsville, County Project 42-167

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 42-167 to construct a multi-use trail along the north side of County State Aid Highway (CSAH) 42 between CSAH 5 and Nicollet Avenue in Burnsville; and

WHEREAS, this project will close a critical multimodal trail gap, enhance corridor safety, and improve pedestrian and bicycle connectivity; and

WHEREAS, Dakota County has been awarded funding under the Metropolitan Council Active Transportation Program and must execute Grant Agreement No. SG-25M-AT-04 to secure such funds; and

WHEREAS, right of way acquisition is required to complete CP 42-167, and all appraisals and offers have been completed for affected parcels; and

WHEREAS, timely acquisition of the required easements may not be achieved through direct negotiations alone; and

WHEREAS, to avoid project delays, the County must secure quick take condemnation authority for all required parcels; and

WHEREAS, the following parcels, including their complete legal descriptions, are required for CP 42-167:

Parcel 1- SVAP II Burnsville Market, LLC - 02-15372-01-010

Temporary Easement- 641 square feet

A temporary easement for construction purposes over part of Lot 1, Block 1, Burnhill Third Addition, according to the recorded plat thereof, Dakota County, Minnesota, said temporary easement lies southerly of the following described line:

Commencing at the southeast corner of said Lot 1, said corner also being the southwest corner of Lot 4, said Block 1, Burnhill Third Addition; thence South 88 degrees 48 minutes 20 seconds West assumed bearing along the south line of said Lot 1 a distance of 416.88 feet to the point of beginning of the line to be described; thence North 80 degrees 08 minutes 49 seconds West a distance of 99.54 feet; to a westerly line of said Lot 1 and said line there terminating.

Parcel 5 - Dean and Barbara Johnson Holding, LP- 02-15376-01-041

Trail Easement- 237 square feet

A permanent easement for trail purposes over the south 11.00 feet of Lot 4, Block 1, Burnhill Second Addition, according to the recorded plat thereof, Dakota County, Minnesota.

Temporary Easement- 562 square feet

A temporary easement for construction purposes over part of Lot 4, Block 1, Burnhill Second Addition, according to the recorded plat thereof, Dakota County, Minnesota, said temporary easement lies southerly of the following described line:

Commencing at the southwest corner of said Lot 4, Block 1, Burnhill Second Addition; thence North 00 degrees 10 minutes 11 seconds West assumed bearing along the west line of said Lot 4, Block 1, Burnhill Second Addition a distance of 18.00 feet to the point of beginning of the line to be described; thence South 44 degrees 47 minutes 04 seconds East a distance of 7.12 feet; thence South 89 degrees 23 minutes 56 seconds East a distance of 219.22 feet; thence North a distance of 6.00 feet; thence South 89 degrees 23 minutes 56 seconds East a distance of 12.69 feet to the east line of said Lot 4 and said line there terminating EXCEPTING from said temporary easement that part of said Lot 4 taken as permanent highway easement as part of this same project.

Parcel 6 - CSM Park Place Limited Partnership, L.L.L.P - 02-15376-01-050

Trail Easement- 875 square feet

A permanent easement for trail purposes over part of Lot 5, Block 1, Burnhill Second Addition, according to the recorded plat thereof, Dakota County, Minnesota, said highway easement lies southerly of the following described line:

Commencing at the southwest corner of said Lot 5, Block 1, Burnhill Second Addition; thence North 00 degrees 36 minutes 04 seconds East assumed bearing along the west line of said Lot 5, Block 1, Burnhill

Second Addition a distance of 11.00 feet to the point of beginning of the line to be described; thence South 89 degrees 23 minutes 57 seconds East a distance of 49.12 feet; thence South 83 degrees 41 minutes 19 seconds East a distance of 70.35 feet; thence South 89 degrees 23 minutes 57 seconds East a distance of 60.61 feet; thence North 86 degrees 46 minutes 09 seconds East a distance of 75.40 feet; thence North 25 degrees 13 minutes 20 seconds East a distance of 6.56 feet; thence South 89 degrees 23 minutes 56 seconds East a distance of 2.30 feet to the east line of said Lot 5 and said line there terminating.

Temporary Easement 2,432 square feet

A temporary easement for construction purposes over part of Lot 5, Block 1, Burnhill Second Addition, according to the recorded plat thereof, Dakota County, Minnesota said temporary easement lies southerly of the following described line:

Commencing at the southwest corner of said Lot 5, Block 1, Burnhill Second Addition; thence North 00 degrees 36 minutes 04 seconds East assumed bearing along the west line of said Lot 5, Block 1, Burnhill Second Addition a distance of 19.00 feet to the point of beginning of the line to be described; thence South 89 degrees 23 minutes 56 seconds East a distance of 115.24 feet; thence South 83 degrees 39 minutes 19 seconds East a distance of 79.81 feet; thence North 86 degrees 46 minutes 09 seconds East a distance of 57.61 feet; thence North 25 degrees 13 minutes 20 seconds East a distance of 11.15 feet; thence South 89 degrees 23 minutes 56 seconds East a distance of 3.22 feet to the east line of said Lot 5 and said line there terminating EXCEPTING from said temporary easement that part of said Lot 5 taken as permanent highway easement as part of this same project.

Parcel 7 - CSM Park Place Limited Partnership, L.L.L.P - 02-15376-01-030

Trail Easement - 2,586 square feet

A permanent easement for trail purposes over part of Lot 3, Block 1, Burnhill Second Addition, according to the recorded plat thereof, Dakota County, Minnesota, said highway easement lies southerly of the following described line:

Commencing at the southeast corner of Lot 5, Block 1, Burnhill Second Addition; thence North 00 degrees 36 minutes 04 seconds East assumed bearing along the east line of said Lot 5, Block 1, Burnhill Second Addition a distance of 15.00 feet to the point of beginning of the line to be described; thence South 89 degrees 23 minutes 57 seconds East a distance of 305.07 feet; thence South 83 degrees 40 minutes 21 seconds East a distance of 130.29 feet; thence South 89 degrees 23 minutes 57

seconds East a distance of 105.29 feet to the east line of said Lot 3, Block 1, Burnhill Second Addition and said line there terminating.

Temporary Easement- 4,148 square feet

A temporary easement for construction purposes over part of Lot 3, Block 1, Burnhill Second Addition, according to the recorded plat thereof, Dakota County, Minnesota, said temporary easement lies southerly of the following described line:

Commencing at the southeast corner of Lot 5, Block 1, Burnhill Second Addition; thence North 00 degrees 36 minutes 04 seconds East assumed bearing along the east line of said Lot 5, Block 1, Burnhill Second Addition a distance of 25.00 feet to the point of beginning of the line to be described; thence South 89 degrees 23 minutes 57 seconds East a distance of 309.53 feet; thence South 70 degrees 29 minutes 39 seconds East a distance of 28.05 feet; thence South 83 degrees 40 minutes 21 seconds East a distance of 109.35 feet; thence South 89 degrees 23 minutes 56 seconds East a distance of 78.16 feet; thence North 46 degrees 30 minutes 04 seconds East a distance of 24.10 feet to the east line of said Lot 3 and said line there terminating EXCEPTING from said temporary easement that part of said Lot 3 taken as permanent highway easement as part of this same project.

Parcel 8 - Spirits Properties LLC- 02-71500-01-010

Trail Easement- 1,643 square feet

A permanent easement for trail purposes over the south 11.00 feet of Lot 1, Block 1, Spirits Properties, according to the recorded plat thereof, Dakota County, Minnesota EXCEPTING therefrom that part of said Lot 1 encumbered by recorded Highway Easement No. 1053869.

Temporary Easement- 2,827 square feet

A temporary easement for construction purposes over the south 20.00 feet of Lot 1, Block 1, Spirits Properties, according to the recorded plat thereof, Dakota County, Minnesota EXCEPTING therefrom that part of said Lot 1 encumbered by recorded Highway Easement No. 1053869 and also EXCEPTING from said temporary easement that part of said Lot 1 taken as permanent highway easement as part of this same project.

Parcel 10 - U.S. Bank National Association- 02-15373-01-020

Trail Easement- 296 square feet

A permanent easement for trail purposes over part of Lot 2, Block 1, Burnhaven Mall 6th Addition, according to the recorded plat thereof,

Dakota County, Minnesota, said easement lies easterly and southerly of the following described line:

Commencing at the southwest corner of said Lot 2; thence South 89 degrees 23 minutes 56 seconds East assumed bearing along the south line of said Lot 2 a distance of 164.34 feet to the point of beginning of the line to be described; thence North 26 degrees 16 minutes 26 seconds East a distance of 27.74 feet; thence South 89 degrees 23 minutes 56 seconds East a distance of 10.37 feet to the east line of said Lot 2 and said line there terminating.

Temporary Easement- 187 square feet

A temporary easement for construction purposes over part of Lot 2, Block 1, Burnhaven Mall 6th Addition, according to the recorded plat thereof, Dakota County, Minnesota, said easement lies easterly and southerly of the following described line:

Commencing at the southwest corner of said Lot 2; thence South 89 degrees 23 minutes 56 seconds East assumed bearing along the south line of said Lot 2 a distance of 156.87 feet to the point of beginning of the line to be described; thence North 26 degrees 16 minutes 26 seconds East a distance of 27.74 feet; thence South 89 degrees 23 minutes 56 seconds East a distance of 17.84 feet to the east line of said Lot 2 and said line there terminating EXCEPTING from said temporary easement that part of said Lot 2 taken as permanent highway easement for this same project.

Parcel 14 - JPT INDUSTRIES INCORPORATED- 02-15700-01-010

Trail Easement- 1,167 square feet

A permanent easement for trail purposes over part of Lot 1, Block 1, Burnsville Marketplace, according to the recorded plat thereof, Dakota County, Minnesota, said highway easement lies southerly of the following described line:

Commencing at the southwest corner of the Southeast Quarter of Section 24, Township 115 North, Range 21 West, Dakota County, Minnesota, thence South 89 degrees 23 minutes 41 seconds East assumed bearing along the south line of said Southeast Quarter of Section 24 a distance of 271.85 feet; thence North 00 degrees 35 minutes 31 seconds East a distance of 84.73 feet to a southerly corner of said Lot 1; thence continue North 00 degrees 35 minutes 31 seconds East along the boundary of said Lot 1 a distance of 6.00 feet to the point of beginning of said line to be described; thence North 89 degrees 24 minutes 25 seconds West a distance of 94.18 feet; thence North 83 degrees 35 minutes 13 seconds West a distance of 67.14 feet; thence North 78 degrees 58 minutes 07

seconds West a distance of 27.33 feet to the west boundary of said Lot 1 and said line there terminating.

Temporary Easement- 2,006 square feet

A temporary easement for construction purposes over part of Lot 1, Block 1, Burnsville Marketplace, according to the recorded plat thereof, Dakota County, Minnesota, said temporary easement lies southerly of the following described line: Commencing at the southwest corner of the Southeast Quarter of Section 24, Township 115 North, Range 21 West, Dakota County, Minnesota, thence South 89 degrees 23 minutes 41 seconds East assumed bearing along the south line of said Southeast Quarter of Section 24 a distance of 271.85 feet; thence North 00 degrees 35 minutes 31 seconds East a distance of 84.73 feet to a southerly corner of said Lot 1; thence continue North 00 degrees 35 minutes 31 seconds East along the boundary of said Lot 1 a distance of 13.00 feet to the point of beginning of said line to be described; thence North 89 degrees 24 minutes 25 seconds West a distance of 103.69 feet; thence North 83 degrees 35 minutes 13 seconds West a distance of 56.74 feet; thence North 78 degrees 58 minutes 07 seconds West a distance of 36.16 feet to the west boundary of said Lot 1 and said line there terminating EXCEPTING from said temporary easement that part of said Lot 1 taken as permanent highway easement as part of this same project.

Together with a 10.00 foot wide temporary easement for construction purposes over part of Lot 1, Block 1, Burnsville Marketplace, according to the recorded plat thereof, Dakota County, Minnesota, described as follows: Beginning on the south line of said Lot 1, Block 1, Burnsville Marketplace at the southeast corner of Lot 1, Block 1, Midland Addition, according to the recorded plat thereof; thence North 00 degrees 35 minutes 31 seconds East assumed bearing along the east line of said Lot 1, Block 1, Midland Addition a distance of 10.12 feet to the north line of the south 10.00 feet of said Lot 1, Block 1 Burnsville Marketplace; thence southeasterly along said north line of the south 10.00 feet of said Lot 1, Block 1, Burnsville Marketplace a distance of 45.68 feet along a non-tangent curve with radius of 1974.86 feet; thence South 10 degrees 46 minutes 55 seconds West not-tangent to said curve a distance of 10.06 feet to the south line of said Lot 1, Block 1, Burnsville Marketplace; thence northwesterly along said south line of Lot 1, Block 1, Burnsville Marketplace a distance of 43.89 feet to the point of beginning.

Together with temporary easement for construction purposes over that part of Lot 1, Block 1, Burnsville Marketplace, according to the recorded plat thereof, Dakota County, Minnesota, described as follows:

Commencing at the southwest corner of the Southeast Quarter of Section 24, Township 115 North, Range 21 West, Dakota County, Minnesota, thence South 89 degrees 23 minutes 41 seconds East assumed bearing

along the south line of said Southeast Quarter of Section 24 a distance of 711.88 feet; thence North 01 degrees 12 minutes 18 seconds East a distance of 50.66 feet to a southerly corner of said Lot 1 and the point of beginning of the temporary easement to be described; thence continue North 01 degrees 12 minutes 18 seconds East along the boundary of said Lot 1 a distance of 8.29 feet; thence North 73 degrees 58 minutes 22 seconds West a distance of 36.70 feet; thence South 15 degrees 37 minutes 40 seconds West a distance of 7.95 feet to the south line of said Lot 1; thence southeasterly along said south line of Lot 1 a distance of 38.77 feet to the point of beginning.

Parcel 15- BURNSVILLE RETAIL, LLC - 02-48425-01-010

Temporary Easement- 125 square feet

A 10.00 foot wide temporary easement for construction purposes over that part of Lot 1, Block 1, Midland Addition, according to the recorded plat thereof, Dakota County, Minnesota, described as follows:

Beginning at the southeast corner of said Lot 1; thence North 00 degrees 35 minutes 31 seconds East assumed bearing along the east line of said Lot 1 a distance of 10.12 feet to the north line of the south 10.00 feet of said Lot 1; thence northwesterly along said north line of the south 10.00 feet a distance of 11.73 feet along a non-tangent curve with radius of 1974.86 feet; thence South 09 degrees 12 minutes 02 seconds West not-tangent to said curve a distance of 10.02 feet to the south line of said Lot 1; thence southeasterly along said south line of Lot 1 a distance of 13.25 feet to the point of beginning.

Parcel 18 - McDonald's Corporation - 02-26100-01-020

Trail Easement- 87 square feet

A permanent easement for trail purposes over part of Lot 2, Block 1, Federal Land Company First Addition, according to the recorded plat thereof, Dakota County, Minnesota, said highway easement lies southwesterly of the following described line: Commencing at the southeast corner of said Lot 2; thence North 60 degrees 32 minutes 03 seconds West assumed bearing along the southwesterly line of said Lot 2 a distance of 74.60 feet to the point of beginning of the line to be described; thence North 54 degrees 25 minutes 15 seconds West a distance of 41.27 feet to the westerly line of said Lot 2 and said line there terminating.

Temporary Easement - 1,319 square feet

A temporary easement for construction purposes over part of Lot 2, Block 1, Federal Land Company First Addition, according to the recorded plat

thereof, Dakota County, Minnesota, said temporary easement lies southwesterly of the following described line: Commencing at the southeast corner of said Lot 2; thence North 29 degrees 27 minutes 36 seconds East assumed bearing along the easterly line of said Lot 2 a distance of 10.00 feet to the of point of beginning of the line to be described; thence North 60 degrees 32 minutes 03 seconds West a distance of 89.43 feet; thence North 33 degrees 50 minutes 02 seconds West a distance of 39.16 feet to the westerly line of said Lot 2 and said line there terminating, EXCEPTING from said temporary easement that part of said Lot 2 taken as permanent highway easement as part of this same project.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Attorney's Office to initiate quick-take condemnation of the remaining parcels for County Project 42-167 to allow a spring 2027 construction start date if timely acquisitions by direct negotiations of all parcels do not appear possible; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Assistant County Manager: Physical Development to execute Metropolitan Council Active Transportation Grant Agreement No. SG-25M-AT-04.

Ayes: 7

9.12 Resolution No: 26-256
Amendment Of Resolution No. 26-179 For Approval Of Acquisition And Authorization To Initiate Quick-Take Condemnation For Delaware Avenue And Butler Avenue Improvements In Cities Of West St. Paul And Mendota Heights, County Projects 63-33 And 4-18

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, to promote a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 63-33, County State Aid Highway (CSAH) (Delaware Avenue) Reconstruction, and CP 4-18, County Road (CR) 4 (Butler Avenue) Safe Routes to School Improvements, in the cities of Mendota Heights and West St. Paul; and

WHEREAS, acquisition of right of way from 83 private property parcels identified in Dakota County Right of Way Map No. 515 is necessary to move forward with CP 63-33 and CP 4-18; and

WHEREAS, by Resolution No. 26-179 (April 21, 2026), Dakota County Board of Commissioners approved the acquisition from said parcels by eminent domain proceeding; and

WHEREAS, subsequent to the approval of Resolution No. 26-179, Transportation staff discovered a clerical error which inadvertently omitted certain easements from the legal descriptions authorized for acquisition; and

WHEREAS, the approved appraised values for all parcels are unchanged and were included in the total appraised value of $1,845,650 previously authorized by Resolution No. 25-052 (January 21, 2025); and

WHEREAS, the Dakota County Board of Commissioners now seeks to amend the parcel descriptions previously authorized for acquisition by eminent domain proceeding to include all necessary right of way needed to deliver CP 63-33 and CP 4-18, to-wit:

PARCEL NO 1 Kerry Kern & Lisa Kern
938 SQ. FT. (TEMPORARY)

PARCEL NO 2 Jeffrey R. Shandorf
1,138 SQ. FT. (TEMPORARY)

PARCEL NO 3 Michael J. Nicklawske & Kristen Nicklawske
1,228 SQ. FT. (TEMPORARY)

PARCEL NO 4 Roger J. Burke & Genevieve M. Burke
659 SQ. FT. (TRAIL)
1,945 SQ. FT. (TEMPORARY)

PARCEL NO 6 Monique A. Buursema & John C. Weikert
904 SQ. FT. (TEMPORARY)
1,566 SQ FT (TRAIL AND WALL)

PARCEL NO 7 Spencer McMillan & Breanna McMillan
12,455 SQ. FT. (TEMPORARY)
440 SQ. FT. (DRAINAGE AND UTILITY)
1,565 SQ. FT. (TRAIL AND WALL)

PARCEL NO 8 James P. Kolar & Michele M. Kolar
1,317 SQ. FT. (TRAIL)
6,723 SQ. FT. (TEMPORARY)

PARCEL NO 9 Brian Stevens & Jennifer Stevens
1,317 SQ. FT. (TRAIL)
5,083 SQ. FT. (TEMPORARY)
220 SQ. FT. (DRAINAGE AND UTILITY)

PARCEL NO 10 James E Joyce Jr Revocable Intervivos Trust dated 5/18/1999
1,501 SQ. FT. (TEMPORARY)

PARCEL NO 11 Lori A. Hollenkamp Trust u/a/d December 26, 2000
2,166 SQ. FT. (TEMPORARY)

PARCEL NO 12 Frank Hickey & Rhonda A. Teich Hickey
5,558 SQ. FT. (TEMPORARY)

PARCEL NO 13 Somerset Country Club
12,974 SQ. FT. (WALL)
42,336 SQ. FT. (TEMPORARY)
70 SQ. FT. (DRAINAGE AND UTILITY)

PARCEL NO 13A Somerset Country Club
13,296 SQ. FT. (TEMPORARY ACCESS)
124,422 SQ FT (DRAINAGE AND UTILITY)

PARCEL NO 14 Toby D. Schifsky & Joanne M. Schifsky
151 SQ. FT. (TRAIL)
478 SQ. FT. (TEMPORARY)

PARCEL NO 15 The Trust Agreement of Virginia A. Kahnert
301 SQ. FT. (TRAIL)
451 SQ. FT. (TEMPORARY)

PARCEL NO 16 David A. Hanson & Susan E. Hanson
300 SQ. FT. (TRAIL)
1,025 SQ. FT. (TEMPORARY)

PARCEL NO 17 Patrick T. Watson & Nicole M. Watson
301 SQ. FT. (TRAIL)
576 SQ. FT. (TEMPORARY)

PARCEL NO 18 Curtis A. Almberg & Raymond E. Guessford
301 SQ. FT. (TRAIL)
700 SQ. FT. (TEMPORARY)

PARCEL NO 19 Patricia M. Gitzen
301 SQ. FT. (TRAIL)
750 SQ. FT. (TEMPORARY)

PARCEL NO 20 Troy B. Davison & Debbie J. Davison
301 SQ. FT. (TRAIL)
650 SQ. FT. (TEMPORARY)

PARCEL NO 21 Justin L. Scott
301 SQ. FT. (TRAIL)
750 SQ. FT. (TEMPORARY)

PARCEL NO 22 Robert D. Lawler & Sandra M. Lawler
301 SQ. FT. (TRAIL)
451 SQ. FT. (TEMPORARY)

PARCEL NO 23 Alexis A. Berget
301 SQ. FT. (TRAIL)
626 SQ. FT. (TEMPORARY)

PARCEL NO 24 Kevin T. Martin & Angela L. Martin
361 SQ. FT. (TRAIL)
1,466 SQ. FT. (TEMPORARY)

PARCEL NO 25 Mark Perrone
361 SQ. FT. (TRAIL)
1,992 SQ. FT. (TEMPORARY)

PARCEL NO 26 Kent B. Crossley & Dee Ann Crossley
361 SQ. FT. (TRAIL)
1,141 SQ. FT. (TEMPORARY)

PARCEL NO 27 James J. Olson
361 SQ. FT. (TRAIL)
1,142 SQ. FT. (TEMPORARY)

PARCEL NO 28 Heidi A. Swank & Scott A. Swank
952 SQ. FT. (TEMPORARY)
827 SQ, FT, (TRAIL AND WALL)

PARCEL NO 30 Matthew D. Klein & Kristine Klein
1,814 SQ. FT. (TEMPORARY)
1,986 SQ, FT. (TRAIL AND WALL)

PARCEL NO 31 Anthony Charles Killian & Julie Marie Killian
460 SQ. FT. (TRAIL)
1,380 SQ. FT. (TEMPORARY)
935 SQ. FT. (TRAIL AND WALL)

PARCEL NO 32 David J. Fassler II & Brianna Havir
364 SQ. FT. (TRAIL)
1,186 SQ. FT. (TEMPORARY)
1,209 SQ. FT. (TRAIL AND WALL)

PARCEL NO 33 Corey Ploss
240 SQ. FT. (TRAIL)
360 SQ. FT. (TEMPORARY)

PARCEL NO 34 Corey Ploss
38 SQ. FT. (TRAIL)
58 SQ. FT. (TEMPORARY)

PARCEL NO 35 Dennis Todd Lee
400 SQ. FT. (TRAIL)

991 SQ. FT. (TEMPORARY)
110 SQ FT (DRAINAGE AND UTILITY)

PARCEL NO 36 Sarah Thomas
400 SQ. FT. (TRAIL)
1,451 SQ. FT. (TEMPORARY)

PARCEL NO 37 Sarah Thomas
677 SQ. FT. (TRAIL)
4,796 SQ. FT. (TEMPORARY)
5,122 SQ. FT (DRAINAGE AND UTILITY)

PARCEL NO 38 Deidre Jewell
372 SQ. FT. (TEMPORARY)

PARCEL NO 39 Hayden N.Singer & Hannah M. Singer
652 SQ. FT. (TEMPORARY)

PARCEL NO 40 Kathryn Sanchez Bergeron
402 SQ. FT. (TEMPORARY)

PARCEL NO 41 Elizabeth F. Gunhus
487 SQ. FT. (TEMPORARY)

PARCEL NO 42 Thomas M. Solheid
625 SQ. FT. (TEMPORARY)

PARCEL NO 43 Wilbert P. Cuevas & Patricia Cuevas
16 SQ. FT. (TRAIL)
1,281 SQ. FT. (TEMPORARY)

PARCEL NO 44 Todd Van Heel
13 SQ. FT. (TRAIL)
648 SQ. FT. (TEMPORARY)

PARCEL NO 45 Suzanne R. De Young
676 SQ. FT. (TEMPORARY)

PARCEL NO 46 Geoff Chialu Chen & Jessica Grace Chen
151 SQ. FT. (TEMPORARY)

PARCEL NO 49 Mary Elisabeth Alm
125 SQ. FT. (TEMPORARY)

PARCEL NO 50 Juan Villanueva Delacruz & Jeannine Pohl
13 SQ. FT. (TEMPORARY)

PARCEL NO 52 Andrew D. Joy

405 SQ. FT. (TEMPORARY)

PARCEL NO 54 Alan R. Ellis & Brigid M. Ellis
430 SQ. FT. (TEMPORARY)

PARCEL NO 55 Daniel J. Huebl
61 SQ. FT. (TRAIL)
351 SQ. FT. (TEMPORARY)

PARCEL NO 56 Carrie Watts
751 SQ. FT. (TEMPORARY)

PARCEL NO 58 Patricia M. Spanier
150 SQ. FT. (TEMPORARY)

PARCEL NO 59 Olivia Lien
201 SQ. FT. (TEMPORARY)

PARCEL NO 60 Zachary S. Coates
400 SQ. FT. (TEMPORARY)

PARCEL NO 65 Juan Carlos Martin
100 SQ. FT. (TEMPORARY)

PARCEL NO 66 Mark G. Kirchner Revocable Trust dated August 19, 2005
1,175 SQ. FT. (TEMPORARY)

PARCEL NO 67 Warren Olson & Jean Olson
801 SQ. FT. (TEMPORARY)

PARCEL NO 68 Art Izaguirre & Cailin Miller
301 SQ. FT. (TEMPORARY)

PARCEL NO 70 Heidi R. Hubbell & Joseph G. Hubbell
300 SQ. FT. (TEMPORARY)

PARCEL NO 72 Steven Moeller
1,397 SQ. FT. (TEMPORARY)

PARCEL NO 73 Luis Francisco Leiva Sevilla
902 SQ. FT. (TEMPORARY)

PARCEL NO 77 John C. Shillcox & Jennifer K. Shillcox
801 SQ. FT. (TEMPORARY)

PARCEL NO 78 Erin Niedorf & Aaron Niedorf
451 SQ. FT. (TEMPORARY)

PARCEL NO 81 Howry Properties LLC
300 SQ. FT. (TEMPORARY)

PARCEL NO 82 Clinton A.Tuhy & Ann M. Tuhy
101 SQ. FT. (TEMPORARY)

PARCEL NO 83 Jeffrey J. Corniea & Rebecca F. Lunna
901 SQ. FT. (TEMPORARY)

PARCEL NO 84 Mekdes Biruk & Biniyme Wolde
407 SQ. FT. (TEMPORARY)

PARCEL NO 85 Katharine A. Chadwick
519 SQ. FT. (TEMPORARY)

PARCEL NO 89 Deborah L. Trainer & Jack E. Trainer
300 SQ. FT. (TEMPORARY)

PARCEL NO 91 Carl M. Casale & Kim K. Casale
1,251 SQ. FT. (TEMPORARY)

PARCEL NO 94 The Mariette Marie Sears Living Trust, Dated October 9, 2007
451 SQ. FT. (TEMPORARY)

PARCEL NO 95 21st Housing Square LLC
451 SQ. FT. (TEMPORARY)

PARCEL NO 96 Justin Small & Kristin Small
1,801 SQ. FT. (TEMPORARY)

PARCEL NO 99 Casey M. Finnegan & Linda L. Finnegan
700 SQ. FT. (TEMPORARY)

PARCEL NO 100 Kristin Rasmussen Revocable Trust, dated November 8, 2017
960 SQ. FT. (TEMPORARY)

PARCEL NO 101 Cath Zinner & Theodore L. Zinner Jr.
1,673 SQ. FT. (TEMPORARY)

PARCEL NO 105 The Thomas I. Dodge Trust Agreement dated March 12, 2010
9,143 SQ. FT. (TEMPORARY)
4,815 SQ. FT. (DRAINAGE AND UTILITY)

PARCEL NO 106 Alan R. Johnston & Judith E. Johnston
301 SQ. FT. (TEMPORARY)

PARCEL NO 108 Eliza D. Burgund
601 SQ. FT. (TEMPORARY)

PARCEL NO 112 Claire Arthur Miller
189 SQ. FT. (TEMPORARY)
89 SQ. FT. (HIGHWAY)

PARCEL NO 113 Thomas Graff & Maria Graff
1,098 SQ. FT. (HIGHWAY)
1,163 SQ. FT. (TEMPORARY)

PARCEL NO 114 Mary C. Kirby & Timothy Kirby
766 SQ. FT. (HIGHWAY)
364 SQ. FT. (TEMPORARY)

PARCEL NO 115 Patrick M. Henry and Lucille B. Henry Joint Revocable Trust
503 SQ. FT. (HIGHWAY)
212 SQ. FT. (TEMPORARY)

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby amends Resolution No. 26-179 (April 21, 2026) to approve the parcel acquisition as set forth above and as described by Dakota County Right of Way Map No. 515, recorded as document numbers 901054 and 3708752 in the Office of the Dakota County Recorder; and

BE IT FURTHER RESOLVED, That, except as expressly amended hereby, the findings and authority conferred by Resolution No. 26-179 shall remain in full force and effect and it is the intention of the Board that the amendments set forth herein shall relate back to the date of adoption of said Resolution as if first set forth therein.

Ayes: 7

10. Public Services and Revenue

10.1 Resolution No: 26-257
Approval Of 2026 Intoxicating Liquor License Application From Merry Marry Inc.

Motion: Mary Hamann-Roland Second: Joe Atkins

WHEREAS, Dakota County is authorized to issue licenses for on sale and off sale intoxicating liquor to qualifying establishments in the unorganized territories of the County; and

WHEREAS, a county may not issue or renew a retail license to sell any alcoholic beverages until the County Board has received a written certification from the Sheriff and County Attorney that to the best of their knowledge the application is eligible to be license under Minn. Stat. § 340A.402 and Minn. Rules § 7515.0410; and

WHEREAS, the application has been approved by the Township of Castle Rock on March 9, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the following 2026 intoxicating liquor license and authorizes the Public Services and Revenue Division to issue the licenses upon payment of the fees:

Merry Marry Inc., dba The Gardens of Castle Rock: On Sale and Sunday Sale

Ayes: 7

REGULAR AGENDA

11. Interagency Reports/Commissioner Updates

Interagency reports and Commissioner updates were presented.

12. County Manager's Report

County Manager Heidi Welsch did not provide an update.

13. Information

13.1 Information
See Attachment for future Board meetings and other activities.

14. Adjournment

14.1 Resolution No: 26-258
Adjournment

Motion: Joe Atkins Second: Mary Hamann-Roland

On a motion by Commissioner Atkins, seconded by Commissioner Hamann-Roland, the meeting was adjourned at 9:17 a.m.

Ayes: 7

Laurie Halverson
Chair

ATTEST

Heidi Welsch
County Manager

Board of Commissioners

Request for Board Action

Item Number: DC-5660 **Agenda #:** 6.1 **Meeting Date:** 6/23/2026

DEPARTMENT: Central Operations Administration

FILE TYPE: Consent Action

TITLE
Reappointment To Disability Advisory Council

PURPOSE/ACTION REQUESTED
Reappoint individuals to the Disability Advisory Council.

SUMMARY
By Resolution No. 24-038 (January 23, 2024) the Dakota County Board of Commissioners authorized the formation of a County Board-appointed Disability Advisory Council. The Disability Advisory Council offers individuals, parents, families, businesses, and community service providers the opportunity to make a difference in how disability access and services are provided in their community. The council is a group of stakeholders who actively develop and work for a community that welcomes and integrates people with disabilities into all aspects of living, working, and thriving in Dakota County.

Membership: A minimum of 15 and a maximum of 25 members, including people representing the following categories:

- members with disabilities and self-advocates
- family members or guardians
- representatives from organizations supporting people with disabilities
- local business representatives
- education representatives
- housing representative

Meetings: A minimum of six times a year, specific schedule to be determined
Location: Dakota County Western Service Center and online
Term: Members shall be appointed for two-year terms
Term Limit: Members shall serve no more than three consecutive terms

RECOMMENDATION
Staff recommends the Board reappoints interested individuals who currently serve on the Disability Advisory Council and meet criteria of living or working in Dakota County.

EXPLANATION OF FISCAL/FTE IMPACTS
☒ None ☐ Current budget ☐ Other
☐ Amendment Requested ☐ New FTE(s) requested

RESOLUTION

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

WHEREAS, the Disability Advisory Council offers individuals, parents, families, businesses, and community service providers the opportunity to make a difference in how disability access and services are provided in their community; and

WHEREAS, the council is a group of stakeholders who actively develop and work for a community that welcomes and integrates people with disabilities into all aspects of living, working, and thriving in Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby reappoints the following individuals to the Disability Advisory Council to fill two-year terms ending June 30, 2028:

Members with disabilities and self-advocates: Stephanie Thomas
Members with disabilities and self-advocates: Sheila Hawthorne
Members with disabilities and self-advocates: Amy Hunting
Members with disabilities and self-advocates: David Shaw
Members with disabilities and self-advocates: Linda Bailey
Members with disabilities and self-advocates: Michael Cashman
Members with disabilities and self-advocates: Sumukha Terakanambi
Family Member or Guardian: Ali Niemi
Family Member or Guardian: Eva Johnson
Supporting Organization: Ann Bailey
Supporting Organization: Jodi Yanda
Supporting Organization: Michael Dahl
Supporting Organization: Mike Welsh
Supporting Organization: Toby Hearn
Supporting Organization: Susan Pagnac

PREVIOUS BOARD ACTION

24-038; 1/23/24

ATTACHMENTS

Attachment: None.

BOARD GOALS

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

CONTACT

Department Head: Jessie Parker Carlson
Author: Jessica Johnson

Board of Commissioners

Request for Board Action

Item Number: DC-5685 **Agenda #:** 6.2 **Meeting Date:** 6/23/2026

DEPARTMENT: Office Of Risk Management

FILE TYPE: Consent Action

TITLE
Authorization To Renew Commercial Automobile Insurance Contract With Travelers Insurance

PURPOSE/ACTION REQUESTED
Authorize the Director of Risk and Emergency Management to renew the commercial automobile insurance contract with Travelers Insurance.

SUMMARY
While Dakota County is self-insured for general liability exposures, the County purchases several types of commercial insurance (property, crime, and auto) when it makes financial sense. The County's auto insurance policy with Travelers Insurance is up for renewal on July 1, 2026. Marketing of the auto insurance and benchmarking with other metro counties confirms that Travelers Insurance pricing for the County is still competitive.

The auto insurance market for both the public and private sectors has experienced significant hardening driven by rising frequency and severity of natural disasters, increased repair costs, and a notable uptick in severe accidents. The public sector continues to face additional challenges due to the heightened risks associated with law enforcement vehicle liability. These market conditions have substantially limited the County's options for vehicle insurance. Our broker was unable to secure alternative quotes for this renewal period, and Travelers-our long-standing insurer-has indicated they are no longer writing new public sector policies. However, they will continue to insure the County based on our long-term relationship and strong loss control practices.

In 2025, to address rising premium costs, Risk Management conducted a vehicle claim loss analysis which demonstrated cost savings by self-insuring the County's licensed fleet for physical damage. As a result, the County moved to a liability-only policy with Travelers in July of 2025. A review of the past 12 months of claims continues to validate the financial benefit of this model.

Travelers Insurance has provided a liability-only auto renewal quote of $451,830, which includes third -party liability coverage with per-claimant limits of $500,000 and per-accident limits of $1,500,000, consistent with Minn. Stat. § 466.04. The policy continues to carry a $25,000 liability deductible. The quote reflects a 3 percent increase over the 2025/2026 policy premium.

Risk Management continues to focus on preventing avoidable losses and working with departments to address needed improvements. Over the past two years, claim trends show a clear decline in both the frequency and severity of losses.

RECOMMENDATION

Staff recommends that the County Board authorize the Director of Risk and Emergency Management to renew the commercial automobile insurance contract with Travelers Insurance for auto liability coverage from July 1, 2026, to July 1, 2027, in the amount of $451,830.

EXPLANATION OF FISCAL/FTE IMPACTS

The costs associated with auto insurance are included in the 2026 Office of Risk and Emergency Management Department budget in the General Fund and are funded with property tax levy.

Fund	Department	Program	Funding Source	2026 Amended Budget
General Fund	Office of Risk and Emergency Management	Auto Insurance	Property Tax Levy	$547,967

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

RESOLUTION

WHEREAS, Dakota County purchases insurance for automobile physical damage and liability coverage; and

WHEREAS, the current policy on automobile insurance will expire on July 1, 2026; and

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

WHEREAS, based on the evaluation of the marketplace, staff is recommending renewal of the automobile insurance coverage with Travelers Insurance.

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

Automobile Insurance
Travelers Insurance July 1, 2026 - July 1, 2027 Premium $451,830

PREVIOUS BOARD ACTION

25-289; 06/24/25

ATTACHMENTS

Attachment: Auto Insurance Premium Renewal Summary

BOARD GOALS

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

CONTACT

Department Head: Jenny Groskopf

Author: Sarah Fenske

	2022-2023	**2023-2024**	**2024-2025**	**2025-2026**	**2026-2027**
Insurer	Travelers	Travelers	Travelers	Travelers	Travelers
Premium	$270,276	$354,911	$470,506	$439,425 liability only	$451,830 liability only
Incurred Losses for Physical Damage and Liability	$117,905	$20,405	$31,117	$0	NA
Total Fleet Cost New	$19,993,226	$18,096,582	$19,421,774	$25,319,238	$23,867,248
Average Cost per vehicle	$1,016/Vehicle	$1,291/Vehicle	$1,558/Vehicle	$1,285/Vehicle liability only	$1,434/Vehicle liability only
Number of Powered Vehicles	266 Vehicles	275 Vehicles	302 Vehicles	338 Vehicles	315 Vehicles
Limits of Liability Coverage	$1,500,000	$1,500,000 + $5,000 liability deductible	$1,500,000 + $25,000 liability deductible	$1,500,000 + $25,000 liability deductible	$1,500,000 + $25,000 liability deductible

Board of Commissioners

Request for Board Action

Item Number: DC-5686 **Agenda #:** 6.3 **Meeting Date:** 6/23/2026

DEPARTMENT: Office Of Risk Management

FILE TYPE: Consent Action

TITLE
Authorization To Renew Commercial Property Insurance Contract With Affiliated FM

PURPOSE/ACTION REQUESTED
Authorize the Director of Risk and Emergency Management to renew the commercial property insurance contract with Affiliated FM.

SUMMARY
While the County is self-insured for general liability exposures, it purchases several types of commercial insurance (property, crime, and auto) when it makes financial sense. The property insurance policy is up for renewal on July 1, 2026.

Affiliated FM is the County's current property insurance carrier and has insured County properties since 2007. Total property values increased by 4.2 percent in 2026 to $674,975,576. This increase was related to the completion of the Lebanon Hills Maintenance Facility.

Risk works collaboratively with Affiliated FM to manage property insurance premium costs. Our property insurance premium includes access to Affiliated FM's engineering service who conduct regular building inspections to identify loss exposures and to review new capital projects for loss control recommendations prior to construction beginning.

Industry trends indicate a 5.5 percent decrease in commercial property premiums in 2026-the first reduction since 2017. Affiliated FM's property insurance quote reflects a composite rate of $.064 per $100 of value, an 11 percent reduction from the 2025-2026 policy period. The total premium for July 1, 2026, through July 1, 2027, is $429,516. This premium quote is also based on a change in our deductible from $25,000 to $100,000. Our loss history supports this increase as we have not had an insurable loss exceed our $25,000 deductible since 2021. The annual premium savings and the County's ten year loss history combined support a shift to the higher deductible.

Risk Management received one competitive quote in addition to the Affiliated FM renewal. GovPro Insurance, a new property program offered by Gallagher Public Sector, provides specialized coverage for public entities but includes more complex coverage layers and does not offer as comprehensive of engineering services.

GovPro's quote of $417,933 reflects potential savings of $11,583, but due to the program's newness, uncertainties, and lack of engineering support, Affiliated FM remains the most cost-effective and reliable option. Risk Management will continue to monitor GovPro's development over the coming

year to determine if a future transition is advisable.

RECOMMENDATION
Staff recommends the County Board authorize the Director of Risk and Emergency Management to renew the commercial property insurance contract with Affiliated FM for the policy period July 1, 2026, through July 1, 2027, for the cost of $429,516.

EXPLANATION OF FISCAL/FTE IMPACTS
This contract is included in the 2026 Office of Risk and Emergency Management budget in the General Fund and is funded by property tax levy.

Fund	Department	Program	Funding Source	2026 Amended Budget
General Fund	Office of Risk and Emergency Management	Property Insurance	Property Tax Levy	$537,536

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

RESOLUTION
WHEREAS, Dakota County purchases insurance for property losses; and

WHEREAS, the current policy on commercial property insurance will expire on July 1, 2026; and

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

WHEREAS, based on the evaluation of the marketplace, staff is recommending renewal of the commercial property insurance coverage with Affiliated FM Insurance Company.

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

Property Insurance
Affiliated FM July 1, 2026 - July 1, 2027 Premium $429,516

PREVIOUS BOARD ACTION
25-290; 06/24/25

ATTACHMENTS
Attachment: Historical Insurance Rate Comparisons

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

CONTACT

Department Head: Jenny Groskopf
Author: Sarah Fenske

Attachment: Property Insurance Rate Comparison

Property

Property Details	2023-2024	2024-2025	2025-2026	2026-2027
Total Property Value	$577,019,612	$610,707,404	$647,695,048	$674,975,575
Policy Limit	$450,000,000	$450,000,000	$450,000,000	$450,000,000
Deductible	$25,000	$25,000	$25,000	$100,000
Property Insurance Premium	$393,921	$437,779	$464,278	$429,516
Property Under Construction	$8,750,000	$45,541,883	$14,741,883	$15,000,000
Builder Risk Premium	$5,215	$63,900	$9,612	$15,707
Property Insurance Rate	$0.068/100	$0.072/100	$0.072/100	$0.064/100

Property (includes Boiler & Machinery, EDP, Valuable papers and Extra Expense)
Policy includes Terrorism coverage Endorsement
**Please note due to growing losses and market trends our wind & hail deductibles are applied differently than the standard $100,000 deductible, please see below:

- 5% of the value of property (including contents) at the time of loss at the **Western Service Center, Wescott Library, Empire Transportation Shop.**
- 2% of the value of property or $100,000 (including contents) whichever is higher, at the time of loss for **All other County Properties.**

Crime

Limit of Coverage	$1,000,000	$1,000,000	$1,000,000	$1,000,000
Crime Insurance Premium	$7,064	$7,168	$7,174	$7,174
Premium Deductible	$10,000	$10,000	$10,000	$10,000

Employee Dishonesty, Robbery & EE theft, Computer fraud, Money & Securities, Funds Transfer fraud, Money orders & counterfeit paper. Includes Employee Faithful performance endorsement.
Policy period is April 1, 2024 – April 1, 2027.

Board of Commissioners

Request for Board Action

Item Number: DC-5786 **Agenda #:** 6.4 **Meeting Date:** 6/23/2026

DEPARTMENT: Central Operations Administration

FILE TYPE: Consent Action

TITLE
Authorization To Purchase Commercial Property Insurance For Byllesby Dam Powerhouse

PURPOSE/ACTION REQUESTED
Authorize the Director of Risk and Emergency Management to execute commercial property insurance contract with HSB Specialty Insurance Company.

SUMMARY
Risk Management has overseen insurance for the Byllesby Dam since 2007. From 2007-2016, coverage was provided by North American Hydro Holdings, with Dakota County listed as an additional insured. When the Byllesby Dam upgrade project began in 2019, that relationship no longer existed.

During peak construction, builders risk insurance was carried by the general contractor, Voith Hydro. However, due to interconnect delays outside the control of both the County and the contractor, the County assumed responsibility for securing the builders risk policy in December 2024.

Securing builders risk coverage proved challenging due to the County's newness in the hydroelectric market and the limited number of insurers willing to cover hydroelectric facilities. Coverage was obtained only after the County's insurance broker engaged a specialty hydro broker and the County completed required engineering inspections. The builders risk policy, originally expiring on November 26, 2025, required three extensions through June 15, 2026, as project delays continued.

On June 16, 2026, Voith Hydro issued the certificate of completion for commissioning, qualifying the Dam powerhouse for commercial property insurance and allowing the County to transition off builders risk coverage.

Risk Management pursued commercial property quotes; however, market capacity for hydroelectric facilities remains extremely limited. HSB Insurance-an A+++-rated carrier and the County's builders risk insurer since 2024-submitted the viable and comprehensive quote.

The proposed commercial property policy provides coverage for standard perils, including terrorism, for the Dam powerhouse structure and components. The insurable value is $34,721,125, and the annual premium is $186,266.49. Insured losses are subject to a per loss deductible of $500,000.

Given the project's completion, the constrained insurance market, and HSB's established underwriting familiarity with the Dam, Risk Management recommends purchasing this commercial

property policy for the Byllesby Dam powerhouse.

RECOMMENDATION
Staff recommends the County Board authorize the Director of Risk and Emergency Management to purchase the commercial property insurance with HSB Insurance for the policy period June 15, 2026, through July 15, 2027, for the cost of $186,267.

EXPLANATION OF FISCAL/FTE IMPACTS
This contract is included in the 2026 Byllesby Dam operating budget and will be paid for with the proceeds from electricity generation sales.

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

RESOLUTION
WHEREAS, Dakota County purchases insurance for property losses; and

WHEREAS, the Byllesby Dam powerhouse is a new property structure requiring adequate replacement coverage; and

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

WHEREAS, based on the evaluation of the marketplace, staff is recommending purchasing of the commercial property insurance coverage with HSB Insurance Company.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of Risk and Emergency Management to purchase the following insurance to be paid at current rates from the Byllesby Dam operating budget:

HSB Insurance Company June 15, 2026 - June 15, 2027 Premium $186,266.49

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: None.

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

CONTACT
Department Head: Jenny Groskopf
Author: Jenny Groskopf

Board of Commissioners

Request for Board Action

Item Number: DC-5762 **Agenda #:** 6.5 **Meeting Date:** 6/23/2026

DEPARTMENT: Finance

FILE TYPE: Consent Information

TITLE
Report On Invoices Paid In May 2026

PURPOSE/ACTION REQUESTED
Receive a report on invoices paid during May 2026.

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

A copy of the May 2026 Paid Invoice Report, excluding payroll and Community Services client and provider payments, is on file with the Clerk to the Board. The attachment provides a summary of invoices paid each month in 2026.

Payments for the month ending May 31, 2026, total $111,101,630.

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

Major Categories	Amount	Explanation
Benefit deductions from employee payroll	$2,781,482	Retirement accounts, PERA, health & dental
Payments to other governments	$96,022,438	Pass through payments - taxes, fees
Materials & supplies	$130,390	Highway, Parks, Buildings material/supplies
Overall support of departments	$2,382,766	Insurance, maintenance agreements, office equip
Services to citizens & clients	$2,338,523	Major client services contract
All other expenses	$3,681,667	Countywide Set-Aside, CEP, and misc.
Capital projects	$3,764,364	Highway & building construction
	$111,101,630	

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: RBA Paid Invoices Report May 2026

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

CONTACT
Department Head: Will Wallo
Author: Jan Larson

RBA - REPORT ON INVOICES PAID

2026

Major Category	January	February	March	April	May	June	July	August	September	October	November	December
Benefit deductions from employee payroll	$4,100,976	$2,734,461	$2,753,858	$2,745,851	$2,781,482							
Payments to other governments	$44,899,679	$96,038	$86,544	$94,463	$96,022,438							
Materials & supplies	$286,317	$324,430	$200,545	$191,545	$130,390							
Overall support of departments	$2,684,802	$3,162,555	$2,410,425	$2,477,432	$2,382,766							
Services to citizens and clients	$4,003,892	$2,199,361	$3,200,006	$2,374,343	$2,338,523							
All other expenses	$5,390,915	$6,257,039	$10,376,157	$6,503,148	$3,681,667							
Capital projects	$3,732,687	$4,285,968	$6,112,648	$3,527,823	$3,764,364							
Total	**$65,099,268**	**$19,059,852**	**$25,140,183**	**$17,914,605**	**$111,101,630**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

3 Payrolls = January and August
Tax Distributions = January, May, June, July, October, November, December

Board of Commissioners

Request for Board Action

Item Number: DC-5763 **Agenda #:** 6.6 **Meeting Date:** 6/23/2026

DEPARTMENT: Finance

FILE TYPE: Consent Action

TITLE
Approval Of Revisions To Policy 2003 Fund Balance And Unrestricted Net Position

PURPOSE/ACTION REQUESTED
Approve revisions to Policy 2003 Fund Balance and Unrestricted Net Position.

SUMMARY
Policy 2003 sets the fund balance targets for Dakota County's General Fund, special revenue funds, capital project fund, debt service fund, and enterprise funds. The revised policy (Attachment) recommends a minimum unassigned fund balance of 35 percent of General Fund expenditures as of the end of the fiscal year to establish sufficient working capital and margin for subsequent year operations. The revised policy sets a maximum unassigned fund balance of 50 percent of General Fund expenditures as of the end of the fiscal year to ensure that Dakota County does not retain excess reserves. These thresholds are aligned with the recommended best practices for county governments published by the State of Minnesota's Office of the State Auditor (OSA).

The revised policy also adopts a formal framework and milestones for fund balance replenishment when Dakota County is out of compliance with the fund balance policy minimum. This framework will ensure fiscal accountability while creating realistic targets for the County to achieve on the path back to sufficient reserve levels.

Additionally, the revised policy adopts fund balance minimums for Dakota County's special revenue funds to ensure sufficient working capital and margin for operating and capital expenditures. New policies are also adopted for the capital projects fund and debt service fund to ensure sufficient reserves on-hand to cash flow capital projects and make scheduled debt service payments.

Lastly, the revised policy adopts an unrestricted net position minimum for the Byllesby Dam Enterprise Fund and the Geographic Information System Enterprise Fund, which are accounted for on a full accrual basis.

RECOMMENDATION
Staff recommend Board approval of the revisions to Policy 2003 Fund Balance and Unrestricted Net Position.

EXPLANATION OF FISCAL/FTE IMPACTS
The County will not directly incur any costs associated with this revised policy. If approved, this policy will go into effect beginning in the fiscal year ending December 31, 2026.

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

RESOLUTION
WHEREAS, the Finance Department reviews and recommends revisions to policies and procedures to maintain and enhance the effective and responsive provisions of financial management functions in the County; and

WHEREAS, staff recommend revisions to Policy 2003 Fund Balance and Unrestricted Net Position, including the addition of a formal framework for General Fund unassigned fund balance replenishment, updates to fund balance minimums for special revenue funds, new fund balance minimums for the capital projects and debt service funds, and updates to the unrestricted net position minimums for the County's enterprise funds.

NOW, THEREFORE, BE IT RESOLVED, that the Dakota County Board of Commissioners hereby adopts the proposed revisions to Policy 2003 Fund Balance and Unrestricted Net Position.

PREVIOUS BOARD ACTION
11-630; 12/13/11
12-625; 12/11/12
19-781; 10/29/19
23-431; 09/26/23

ATTACHMENTS
Attachment: Policy 2003 Fund Balance and Unrestricted Net Position
Attachment: Policy 2003 - Redlined

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

CONTACT
Department Head: Will Wallo
Author: Will Wallo

Policy 2003 Fund Balance and Unrestricted Net Position

Version: 5.00
Effective Date: 06/23/2026
Board or Administrative: Board

Policy Statement

Dakota County establishes appropriate fund balance thresholds in its governmental and enterprise funds, considering the following:

- Local government best practices
- The predictability of revenues and expenditures
- Commitments and assignments of fund balance for a specific purpose
- Potential transfers from one fund to another
- Potential impact on bond ratings and the corresponding cost of borrowed funds

Compliance with fund balance policies provides for a stable financial environment for County operations that allows the County to provide quality services to County residents in a fiscally responsible manner designed to maintain services and taxes/fees in a consistent manner over time.

The County Board complies with the requirements of the Governmental Accounting Standards Board Statement 54 (GASB 54) for the standards for reporting its fund balances in its financial statements.

Definitions

- *Governmental fund*: fund type designed to account for activities primarily supported by taxes, grants, and similar revenue sources, using a modified accrual basis of accounting with current financial resources measurement focus.
- *Proprietary fund*: a fund type used to account for activities that receive significant financial support from fees and charges for goods and services, accounted for using the full accrual basis of accounting with an economic resources measurement focus. Includes both enterprise funds and internal service funds.
- *Enterprise fund*: a proprietary fund type used to account for activities that provide services to external users in exchange for fees or charges, operating on a self-supporting basis similar to a business, using a full accrual basis of accounting with an economic resources measurement focus.
- *Internal service fund*: a proprietary fund type used to account for services provided by one government unit to other units within the same government on a cost-reimbursement basis.
- *General Fund*: the primary operating fund that accounts for all financial resources not required to be accounted for in another fund, financed primarily through taxes and other general revenues.

- *Special Revenue Fund*: funds that account for specific revenue sources restricted or committed to specific purposes other than debt service or capital projects, such as grant revenues for specific programs or dedicated tax revenues.
- *Capital Projects Fund*: fund that accounts for financial resources restricted, committed, or assigned to capital outlays, including the acquisition and construction of capital facilities, equipment, and other capital assets.
- *Debt Service Fund*: fund that accounts for financial resources restricted, committed, or assigned to payment of principal and interest on long-term debt financed by governmental funds, and the accumulation of resources for future principal and interest payments.
- *Component Unit*: a legally separate organization for which a government is financially accountable, or whose exclusion would make the government's financial statements misleading or incomplete.
- *Blended Component Unit*: a component unit so closely intertwined with the primary government that its funds and activities are combined with, rather than shown separately from, the primary government's funds in the financial statements.
- *Fund Balance*: the difference between the sum of assets and deferred outflows of resources and the sum of liabilities and deferred inflows of resources in a governmental fund.
- *Non-Spendable Fund Balance*: the amount of fund balance that may not be spent as it is either not in spendable form or there is a legal or contractual requirement for the funds to remain intact.
- *Spendable Fund Balance:* the amount of fund balance that may be spent consistent with applicable constraints.
- *Restricted Fund Balance*: funds in connection with which there are constraints on spending that are legally enforceable by outside parties (e.g., unspent bond proceeds, grants earned but not spent, items restricted by state statute).
- *Committed Fund Balance*: funds in connection with which there are constraints on spending that the County has imposed upon itself by action of the County Board prior to the close of the fiscal year (e.g., County Board action to set aside a specific dollar amount for new park equipment).
- *Assigned Fund Balance*: funds that are intended to be used by the County for specific purposes established either by the County Board through adoption of operational plans or by an individual or body that has been properly delegated the authority to establish such purposes.
- *Unassigned Fund Balance*: residual funds that are spendable but not restricted, committed, or assigned. Only applicable to the General Fund.
- *Unrestricted net position*: the residual amount of net position that is not classified as either net investment in capital assets or restricted net position. It represents the portion of enterprise fund's net position that is available for general operational purposes without external or internal restrictions on its use.

Source

Dakota County Board Resolution 11-630, adopted on December 13, 2011

Dakota County Board Resolution 12-625, adopted on December 11, 2012

Dakota County Board Resolution 19-781, adopted on October 29, 2019

Dakota County Board Resolution 23-431, adopted on September 26, 2023

Dakota County Board Resolution XX-XXX, adopted on June 23, 2026

Government Finance Officers' Association; Governmental Accounting Standards Board (GASB) Statement No. 54

Office of the State Auditor, State of Minnesota, Statement of Position: Fund Balances for Local Governments Based on GASB Statement No. 54

General

At the end of each fiscal year, the County shall report the portion of the Fund Balance that is not spendable as Non-Spendable Fund Balance on its financial statements.

At the end of each fiscal year, the County shall report the portion of the Fund Balance that is restricted as Restricted Fund Balance on its financial statements.

Prior to the end of each fiscal year, the County will adopt (a) resolution(s) establishing its Commitments for the expenditure of funds for specific purposes.

The County Board delegates to its County Manager the authority to assign unexpended funds to the Assigned Fund Balance in accordance with adopted County budgets, plans, and policies.

It is County policy to expend Restricted Fund Balances first when an expenditure is incurred for which both restricted and unrestricted funds (Committed, Assigned, Unassigned) are available. If no restricted funds are available, the County will first expend Committed Fund Balance (if funds were so committed). If no funds were committed, then Assigned Fund Balance will be expended (if funds were so assigned). Lastly, the County will expend Unassigned Fund Balance.

This policy will be reviewed at least every three years, or more frequently as needed in response to changes in GASB standards, guidance from the Office of the State Auditor, or significant changes in County financial conditions.

Governmental Funds

General Fund

The County maintains a minimum unassigned General Fund balance greater than or equal to 35 percent of the General Fund expenditures at the end of the fiscal year, and a maximum unassigned General Fund balance less than or equal to 50 percent of General Fund expenditures at the end of the fiscal year. This policy range ensures that funds are available for working capital, maintains a margin to address local and regional emergencies without borrowing, and reduces dependence on state and federal funding, while avoiding accumulating excess reserves. If unassigned fund balance falls below this threshold, the County Manager reports such amounts to the County Board as soon as is practical

after the end of the fiscal year. If the amount falls materially below the minimum threshold, the County Board will adopt a restoration plan to restore unassigned fund balance to the appropriate levels.

If the unassigned fund balance falls below 10 percent, the Board will adopt a phased restoration plan according to the following schedule, measured from the end of the fiscal year in which the deficiency is first reported:

- Within three years, the County shall restore unassigned General Fund balance to no less than 15 percent of General Fund expenditures.

- Within five years, the County shall restore unassigned General Fund balance to no less than 20 percent of General Fund expenditures.

- Within ten years, the County shall restore unassigned General Fund balance to no less than the full policy minimum of 35 percent of General Fund expenditures.

The County Manager shall present an annual progress report to the County Board no later than 120 days following the close of each fiscal year during any active replenishment period. The report shall include the current unassigned fund balance as a percentage of General Fund expenditures, progress towards the applicable interim milestone, identification of factors that contributed to or hindered progress during the preceding fiscal year, and recommended actions to maintain or accelerate the replenishment trajectory.

If progress toward any interim milestone falls materially behind schedule, the County Manager shall present to the County Board a revised restoration plan that identifies specific revenue enhancements, expenditure reductions, or balance reclassifications necessary to achieve the next milestone. The County Board shall act on such a revised plan within 90 days of its presentation.

The replenishment schedule set forth above represents minimum expected progress. Nothing in this section shall preclude the County from restoring unassigned fund balance at a pace faster than the schedule requires. In the event of extraordinary circumstances – including but not limited to economic recession, natural disaster, loss of intergovernmental revenue, or unfunded state or federal mandates – the County Board may, by resolution, extend the timeline for achieving the next applicable milestone by up to two fiscal years per occurrence, provided that the total replenishment period shall not exceed 15 years from the date of initial deficiency.

The County Board may, by resolution, authorize the temporary use of unassigned fund balance below the policy minimum in response to non-recurring needs, provided that such action is accompanied by a restoration plan consistent with the above schedule.

If the amount exceeds the maximum of the range, the County Manager reports such amounts to the County Board as soon as is practical after the end of the fiscal year. If the amount exceeds the maximum of the range, the County Manager will recommend to the County Board a plan to utilize the excess reserves, which may include one-time tax relief, one-time capital investment, debt defeasance, or transfers to other funds for allowable purposes.

Transportation Fund

The Transportation Fund (also referred to as the Highway Fund) is a special revenue fund whose primary purpose is to fund transportation capital projects and Transportation Department operating expenditures. The County maintains a minimum spendable fund balance at year-end greater than or equal to 35 percent of total Transportation Fund expenditures at the end of the fiscal year. This policy minimum ensures that funds are available for working capital and to cash flow capital project expenditures that are subsequently reimbursed by state, federal, and local partners. If, at the end of the fiscal year, the fund balance falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below this threshold, the County Board will adopt a plan to restore fund balance to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Environmental Legacy Fund

The Environmental Legacy Fund (also referred to as "ELF") is a special revenue fund that is set up to record the revenues from host fee agreements with landfills in Dakota County, along with other fees collected for the protection and preservation of the environment. Although the proceeds reported in this fund are from specific revenue sources, the use of these funds are for costs related to environmental projects and the Environmental Resources Department. The County maintains a minimum fund balance at year-end greater than or equal to 35 percent of total Environmental Legacy Fund expenditures at the end of the fiscal year. This policy minimum ensures that funds are available for working capital and to support capital project expenditures. If, at the end of the fiscal year, the fund balance falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below this threshold, the County Board will adopt a plan to restore fund balance to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Sales and Use Tax Fund

The Sales and Use Tax Fund (also referred to as the DC Transportation Sales Tax Fund) is a special revenue fund that was established in 2017 after the dissolution of the County Transit Improvement Board (CTIB) to record sales and use tax revenues and expenditures of capital projects funded with the proceeds from sales and use tax revenues. This fund is restricted for statutorily defined transportation and transit projects. The County maintains a minimum fund balance at year-end greater than or equal to 35 percent of total Sales and Use Tax Fund expenditures and transfers at the end of the fiscal year, and a maximum fund balance of 200 percent of total Sales and Use Tax Fund expenditures and transfers at the end of the fiscal year. This policy minimum ensures adequate cash flow for project expenditure while maintaining compliance with Minnesota Statute § 297A.993 which requires that taxes terminate when revenues are sufficient to finance projects. If, at the end of the fiscal year, the fund balance falls below the 35 percent threshold or exceeds the maximum 200 percent threshold, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below the 35 percent threshold, the County Board will adopt a plan to restore fund balance to the appropriate level. If the balance exceeds the maximum 200 percent threshold,

staff will review to determine if sufficient funds have been raised for the current enumerated projects and whether additional projects can be added to the capital improvement program plan. If sufficient funds have been raised for the current enumerated projects, the County Board may determine to terminate the tax or add new enumerated projects after a public hearing.

Parks Fund

The Parks Fund is a special revenue fund established for park acquisition, development, and operating costs. Revenues of the Parks Fund come from property tax levy, fees and charges for services, and intergovernmental grants from the state, federal government, and Metropolitan Council. The County maintains a minimum fund balance at year-end greater than or equal to 35 percent of total Parks Fund expenditures at the end of the fiscal year. This policy minimum ensures that sufficient funds are available for working capital and to cash flow capital project expenditures until costs are reimbursed from outside funding. If, at the end of the fiscal year, the fund balance falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below this threshold, the County Board will adopt a plan to restore fund balance to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Library Fund

The Library Fund is a special revenue fund established to account for the operating costs of the library system and is primarily funded by the annual property tax levy. Because the Library is governed as a County department by the Board of Commissioners (rather than by a standalone library board) and its revenues are not substantially restricted or committed as contemplated by GASB Statement No. 54, the Library Fund will be consolidated into the General Fund effective January 1, 2027. Prior-year comparative amounts will be reclassified to conform to the new presentation. The County will continue to maintain sufficient departmental accounting detail within the General Fund to support annual reporting to the Minnesota Department of Education under Minnesota Statute § 134.13, and to demonstrate compliance with county financial support requirements under Minnesota Statutes, § 134.34 and § 134.341.

Upon consolidation, any donor-restricted, grant-restricted, or endowment resources associated with library operations will continue to be reported as restricted or non-spendable fund balance within the General Fund.

Attorney Forfeiture Fund

The Attorney Forfeiture Fund is a special revenue fund that accounts for 20 percent of the proceeds from the sale of forfeited property, which is distributed to the County Attorney's Office as a supplement to operating funds for prosecutorial purposes. Annually, the County Manager will report to the County Attorney the available fund balance in the Attorney Forfeiture Fund. The County Attorney will adopt a plan to align expenditures from this fund with available resources.

Dakota County Law Library Fund

The Dakota County Law Library Fund is a special revenue fund that accounts for revenues and expenditures of the Dakota County Law Library ("Law Library"). The Law Library is established pursuant to Minnesota Statute § 134A and is managed by a board of trustees. Revenues are derived from fees collected from certain litigants and expenditures are primarily related to law books and administrative and personal service costs. The County recommends the Law Library establish a fund balance policy by resolution. If the Law Library adopts a fund balance policy and the balance falls below the policy level, the County Manager will report to the Law Library Manager as soon as is practical after the end of the fiscal year.

Opioid Settlement Fund

The Opioid Settlement Fund is a special revenue fund established to account for the activity related to settlement agreements reached with pharmaceutical companies and distributors as part of the National Prescription Opiate Litigation. These funds are intended to be expended on strategies, programming, and services to abate the opioid epidemic. The County Manager will report annually to the Board the amount of fund balance available in the Opioid Settlement Fund and will report on the plans for expending available resources. Once the revenues from opioid settlement agreements have been fully expended, the fund will either be closed or repurposed by Board action, as no additional opioid settlement activity will occur.

Federal Revenue Fund

The Federal Revenue Fund is a special revenue fund that was established in 2021 to account for the activity of the State and Local Fiscal Recovery Fund (SLFRF) payments that were allocated to Dakota County through the American Rescue Plan Act (ARP). The SLFRF funds are held as unearned revenue that is recognized as expenditures occur; as such, the fund balance of this fund should be $0 at the end of the fiscal year. The SLFRF funds will be fully expended as of December 31, 2026. After December 31, 2026, this fund will either be closed or repurposed by Board action, as no additional SLFRF activity will occur.

Dakota County Regional Rail Authority Fund

The Dakota County Regional Rail Authority Fund is a special revenue fund established to account for revenues and expenditures of the Dakota County Regional Rail Authority ("DCRRA"), which was established by the Dakota County Board of Commissioners to plan and develop light rail and other transit alternatives within the County pursuant to Minnesota Statute § 398A. The seven-member DCRRA Board is appointed by the Dakota County Board of Commissioners. Currently, the DCRRA Board consists of the seven Dakota County Commissioners. The Authority has the power to levy taxes, issue bonds and enter into contracts and agreements. The Authority was established to promote the development of transit options for the County, maintain involvement in metropolitan activities, including light rail transit and transit-related linkages, and play a role in the acquisition of abandoned railroad right-of-way for transportation purposes. Pursuant to a joint powers' agreement, Dakota County staff perform operational duties for the DCRRA and Dakota County includes its activity as a blended component unit since there is a mutual financial benefit. The County recommends the DCRRA

establish a fund balance policy by resolution. If the DCRRA adopts a fund balance policy and the balance falls below the policy level, the County Manager will report to the DCRRA Board as soon as is practical after the end of the fiscal year.

Capital Projects Fund

The Capital Projects Fund accounts for the costs of major facilities construction projects. The primary funding sources for the Capital Projects Fund are property tax levy, county program aid (CPA), debt, and transfers of General Fund unassigned fund balance. The County maintains a policy that the fund balance of the Capital Projects Fund should never fall below $0 at the end of the fiscal year. The only exception to this policy is a negative fund balance caused by timing issues (i.e., expenditures that are funded wholly via reimbursable grant revenues that have not yet been received or expenditures that will be reimbursed entirely with proceeds from bonds issued in a subsequent year). If the fund balance falls below this level, the County Manager is authorized to transfer General Fund unassigned fund balance to bring the Capital Projects Fund balance to $0.

Debt Service Fund

The Debt Service Fund accounts for the accumulation of resources for, and the payment of, principal and interest on long-term debt. The County maintains a minimum fund balance at the end of the fiscal year equal to all scheduled debt service payments in the first six months of the subsequent fiscal year. In addition to this policy minimum, the County will comply with any reserve or minimum balance requirements specified in bond covenants or debt agreements. Where such covenants require a higher balance, the higher requirement will be the minimum fund balance. If, at the end of the fiscal year, the fund balance falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below this threshold, the County Board will adopt a plan to restore fund balance to the appropriate level within 60 days of the County Manager's report.

Proprietary Funds

Byllesby Dam Enterprise Fund

The Byllesby Dam Enterprise Fund accounts for the net revenue generated from producing electricity at the Byllesby Dam hydroelectric facility and the expenditures associated with the operations, maintenance, and capital improvements of the Byllesby Dam. The County maintains a minimum unrestricted net position at year-end greater than or equal to 10 percent of the original cost of capital assets put into use, plus 50 percent of the total Byllesby Dam Enterprise Fund operating expenditures at the end of the fiscal year. The original cost of capital assets put into use, as reported in the audited financial statements, will be used to calculate this component annually. This policy minimum ensures that sufficient funds are available for working capital, while ensuring that funds are available for emergency purchases and necessary capital improvements. If, at the end of the fiscal year, the unrestricted net position falls below this level, the County Manager will report to the County Board as

soon as is practical after the end of the fiscal year. If the unrestricted net position falls below this threshold, the County Board will adopt a plan to restore unrestricted net position to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Geographic Information System Enterprise Fund

The Geographic Information System (GIS) Fund is set up to account for the sale of geographic data and maps. The County maintains a minimum unrestricted net position at year-end greater than or equal to 50 percent of the total costs of the GIS Fund at the end of the fiscal year. This policy minimum ensures that sufficient funds are available for operating the GIS program. If, at the end of the fiscal year, the unrestricted net position falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the unrestricted net position falls below this threshold, the County Board will adopt a plan to restore unrestricted net position to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Procedures

Procedures will be maintained by Finance.

History

Version	Revision Date
1.0	12/13/2011
2.0	12/11/2012
3.0	10/29/2019
4.0	09/26/2023
5.0	06/23/2026

Related Policies

- None

Contact

Will Wallo
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Approval

Resolution No. XX-XXX; June 23, 2026

Policy 2003 Fund Balance and Unrestricted Net Position

Version: ~~4.00~~5.00

Effective Date: ~~09/26/2023~~06/23/2026

Board or Administrative: Board

Policy Statement

~~It is the policy of Dakota County to establish a minimum fund balance in its General Fund, Environmental Legacy Fund (ELF), Byllesby Dam Enterprise Fund, Transportation Fund, and Regional Rail Authority Fund considering the following:~~Dakota County establishes appropriate fund balance thresholds in its governmental and enterprise funds, considering the following:

- Local government best practices
- The predictability of revenues and expenditures
- Commitments and assignments of fund balance for a specific purpose
- Potential ~~transfer~~transfers from one fund to another
- Potential impact on bond ratings and the corresponding cost of borrowed funds

Compliance with fund balance policies provides for a stable financial environment for County operations that allows the County to provide quality services to County residents in a fiscally responsible manner designed to maintain services and taxes/fees in a consistent manner over time.

The County Board complies with the requirements of the Governmental Accounting Standards Board Statement 54 (GASB 54) for the standards for reporting its fund balances in its financial statements.

Definitions

- *Governmental fund*: fund type designed to account for activities primarily supported by taxes, grants, and similar revenue sources, using a modified accrual basis of accounting with current financial resources measurement focus.
- *Proprietary fund*: a fund type used to account for activities that receive significant financial support from fees and charges for goods and services, accounted for using the full accrual basis of accounting with an economic resources measurement focus. Includes both enterprise funds and internal service funds.
- *Enterprise fund*: a proprietary fund type used to account for activities that provide services to external users in exchange for fees or charges, operating on a self-supporting

basis similar to a business, using a full accrual basis of accounting with an economic resources measurement focus.

- *Internal service fund*: a proprietary fund type used to account for services provided by one government unit to other units within the same government on a cost-reimbursement basis.
- *General Fund*: the primary operating fund that accounts for all financial resources not required to be accounted for in another fund, financed primarily through taxes and other general revenues.
- *Special Revenue Fund*: funds that account for specific revenue sources restricted or committed to specific purposes other than debt service or capital projects, such as grant revenues for specific programs or dedicated tax revenues.
- *Capital Projects Fund*: fund that accounts for financial resources restricted, committed, or assigned to capital outlays, including the acquisition and construction of capital facilities, equipment, and other capital assets.
- *Debt Service Fund*: fund that accounts for financial resources restricted, committed, or assigned to payment of principal and interest on long-term debt financed by governmental funds, and the accumulation of resources for future principal and interest payments.
- *Component Unit*: a legally separate organization for which a government is financially accountable, or whose exclusion would make the government's financial statements misleading or incomplete.
- *Blended Component Unit*: a component unit so closely intertwined with the primary government that its funds and activities are combined with, rather than shown separately from, the primary government's funds in the financial statements.
- *Fund Balance*: the difference between the sum of assets and deferred outflows of resources and the sum of liabilities and deferred inflows of resources in a governmental fund.
- *Non-Spendable Fund Balance*: the amount of fund balance that may not be spent as it is either not in spendable form or there is a legal or contractual requirement for the funds to remain intact.
- *Spendable Fund Balance*: the amount of fund balance that may be spent consistent with applicable constraints.
- *Restricted Fund Balance*: funds in connection with which there are constraints on spending that are legally enforceable by outside parties (e.g., unspent bond proceeds, grants earned but not spent, items restricted by state statute).
- *Committed Fund Balance*: funds in connection with which there are constraints on spending that the County has imposed upon itself by action of the County Board prior to the close of the fiscal year (e.g., County Board action to set aside a specific dollar amount for new park equipment).

- *Assigned Fund Balance*: funds that are intended to be used by the County for specific purposes established either by the County Board through adoption of operational plans or by an individual or body that has been properly delegated the authority to establish such purposes.
- *Unassigned Fund Balance*: residual funds that are spendable but not restricted, committed, or assigned. Only applicable to the General Fund.
- *Unrestricted net position*: the residual amount of net position that is not classified as either net investment in capital assets or restricted net position. It represents the portion of enterprise fund's net position that is available for general operational purposes without external or internal restrictions on its use.

Source

Dakota County Board Resolution 11-630, adopted on December 13, 2011

Dakota County Board Resolution 12-625, adopted on December 11, 2012

Dakota County Board Resolution 19-781, adopted on October 29, 2019

Dakota County Board Resolution 23-431, adopted on September 26, 2023

Dakota County Board Resolution XX-XXX, adopted on June 23, 2026

Government Finance Officers' Association; Governmental Accounting Standards Board (GASB) Statement No. 54

Office of the State Auditor, State of Minnesota, Statement of Position: Fund Balances for Local Governments Based on GASB Statement No. 54

General

At the end of each fiscal year, the County shall report the portion of the Fund Balance that is not spendable as Non-Spendable Fund Balance on its financial statements.

At the end of each fiscal year, the County shall report the portion of the Fund Balance that is restricted as Restricted Fund Balance on its financial statements.

Prior to the end of each fiscal year, the County will adopt (a) resolution(s) establishing its Commitments for the expenditure of funds for specific purposes.

The County Board delegates to its ~~Finance Director~~County Manager the authority to assign unexpended funds to the Assigned Fund Balance in accordance with adopted County ~~operational plans~~budgets, plans, and policies.

It is County policy to expend Restricted Fund Balances first when an expenditure is incurred for which both restricted and unrestricted funds (Committed, Assigned, Unassigned) are available. If no restricted funds are available, the County will first expend Committed Fund Balance (if funds were so committed). If no funds were committed, then Assigned Fund Balance will be expended (if funds were so assigned). Lastly, the County will expend Unassigned Fund Balance.

This policy will be reviewed at least every three years, or more frequently as needed in response to changes in GASB standards, guidance from the Office of the State Auditor, or significant changes in County financial conditions.

Governmental Funds

General Fund

~~The County maintains an unassigned General Fund balance greater than 20 percent of the General Fund operating expenditures at the end of the fiscal year. This policy ensures that funds are available for working capital and to maintain a margin to address local and regional emergencies without borrowing. If, during the year, the amounts assigned for cash flow fall below this range, the County Manager reports such amounts to the County Board as soon as is practical after the end of the fiscal year. If the amount falls below the range, the County Board will adopt a plan to restore the appropriate levels. If the amount exceeds the range, excess funds shall remain unassigned pending County Board action transferring amounts to another fund.~~

The County maintains a minimum unassigned General Fund balance greater than or equal to 35 percent of the General Fund expenditures at the end of the fiscal year, and a maximum unassigned General Fund balance less than or equal to 50 percent of General Fund expenditures at the end of the fiscal year. This policy range ensures that funds are available for working capital, maintains a margin to address local and regional emergencies without borrowing, and reduces dependence on state and federal funding, while avoiding accumulating excess reserves. If unassigned fund balance falls below this threshold, the County Manager reports such amounts to the County Board as soon as is practical after the end of the fiscal year. If the amount falls materially below the minimum threshold, the County Board will adopt a restoration plan to restore unassigned fund balance to the appropriate levels.

If the unassigned fund balance falls below 10 percent, the Board will adopt a phased restoration plan according to the following schedule, measured from the end of the fiscal year in which the deficiency is first reported:

- Within three years, the County shall restore unassigned General Fund balance to no less than 15 percent of General Fund expenditures.

- Within five years, the County shall restore unassigned General Fund balance to no less than 20 percent of General Fund expenditures.
- Within ten years, the County shall restore unassigned General Fund balance to no less than the full policy minimum of 35 percent of General Fund expenditures.

The County Manager shall present an annual progress report to the County Board no later than 120 days following the close of each fiscal year during any active replenishment period. The report shall include the current unassigned fund balance as a percentage of General Fund expenditures, progress towards the applicable interim milestone, identification of factors that contributed to or hindered progress during the preceding fiscal year, and recommended actions to maintain or accelerate the replenishment trajectory.

If progress toward any interim milestone falls materially behind schedule, the County Manager shall present to the County Board a revised restoration plan that identifies specific revenue enhancements, expenditure reductions, or balance reclassifications necessary to achieve the next milestone. The County Board shall act on such a revised plan within 90 days of its presentation.

The replenishment schedule set forth above represents minimum expected progress. Nothing in this section shall preclude the County from restoring unassigned fund balance at a pace faster than the schedule requires. In the event of extraordinary circumstances – including but not limited to economic recession, natural disaster, loss of intergovernmental revenue, or unfunded state or federal mandates – the County Board may, by resolution, extend the timeline for achieving the next applicable milestone by up to two fiscal years per occurrence, provided that the total replenishment period shall not exceed 15 years from the date of initial deficiency.

The County Board may, by resolution, authorize the temporary use of unassigned fund balance below the policy minimum in response to non-recurring needs, provided that such action is accompanied by a restoration plan consistent with the above schedule.

If the amount exceeds the maximum of the range, the County Manager reports such amounts to the County Board as soon as is practical after the end of the fiscal year. If the amount exceeds the maximum of the range, the County Manager will recommend to the County Board a plan to utilize the excess reserves, which may include one-time tax relief, one-time capital investment, debt defeasance, or transfers to other funds for allowable purposes.

~~**Environmental Legacy Fund**~~

~~The County maintains a minimum fund balance at year-end equal to or greater than two times the actual ELF expenditures from the prior year's operating funds in the Environmental Resources Department budget. If the balance is below the minimum, the County Manager must propose a budget to the Board of Commissioners that restores the minimum fund balance in the following budget year.~~

~~**Byllesby Dam Enterprise**~~

~~The County maintains an Emergency Fund balance and a Future Capital Maintenance balance in the Byllesby Dam Enterprise Fund.~~

- ~~a. The County shall maintain an Emergency Fund balance of $350,000 at the end of 2020. The minimum fund balance will be inflated annually by the CPI using the Bureau of Labor Statistics CPI Inflator Calculator, plus an allowance for dam insurance deductibles. The emergency fund balance shall be utilized for maintenance emergencies and other unforeseen expenses. It will also fund annual operating expenses when, during the year, expenses exceed the hydropower revenues for that one year. This balance will be replenished with any additional annual revenues to ensure it is maintained at or above the minimum in this policy.~~
- ~~b. The County shall maintain a Future Capital Maintenance Fund balance. When there is excess revenue, 10% of that additional revenue will be deposited into this fund to provide for future maintenance expenses.~~

~~**Regional Rail Authority**~~

~~The County maintains the Regional Rail Authority Fund. The balance of this fund shall be sufficient for the interest to cover the annual operating expenses.~~

~~**Transportation**~~

~~The County maintains 50 percent of the Transportation operating expenditures at the end of the fiscal year for working capital to address the future Transportation Department's operating costs. If, during the year, the amounts assigned for cash flow fall below this range, the County Manager reports such amounts to the County Board as soon as is practical after the end of the fiscal year. If the amount falls below the range, the County Board will adopt a plan to restore the appropriate levels. If the amount exceeds the range, no action is needed.~~

~~It is County policy to expend Restricted Fund Balances first when an expenditure is incurred for which both restricted and unrestricted funds (Committed, Assigned, Unassigned) are available. If only restricted funds are available, the County will first expend Committed Fund Balance (if funds were so committed). If no funds were committed, then Assigned Fund Balance will be expended (if funds were so assigned). Lastly, the County will expend Unassigned Fund Balance.~~

Transportation Fund

The Transportation Fund (also referred to as the Highway Fund) is a special revenue fund whose primary purpose is to fund transportation capital projects and Transportation Department operating expenditures. The County maintains a minimum spendable fund balance at year-end greater than or equal to 35 percent of total Transportation Fund expenditures at the end of the fiscal year. This policy minimum ensures that funds are available for working capital and to cash

flow capital project expenditures that are subsequently reimbursed by state, federal, and local partners. If, at the end of the fiscal year, the fund balance falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below this threshold, the County Board will adopt a plan to restore fund balance to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Environmental Legacy Fund

The Environmental Legacy Fund (also referred to as "ELF") is a special revenue fund that is set up to record the revenues from host fee agreements with landfills in Dakota County, along with other fees collected for the protection and preservation of the environment. Although the proceeds reported in this fund are from specific revenue sources, the use of these funds are for costs related to environmental projects and the Environmental Resources Department. The County maintains a minimum fund balance at year-end greater than or equal to 35 percent of total Environmental Legacy Fund expenditures at the end of the fiscal year. This policy minimum ensures that funds are available for working capital and to support capital project expenditures. If, at the end of the fiscal year, the fund balance falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below this threshold, the County Board will adopt a plan to restore fund balance to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Sales and Use Tax Fund

The Sales and Use Tax Fund (also referred to as the DC Transportation Sales Tax Fund) is a special revenue fund that was established in 2017 after the dissolution of the County Transit Improvement Board (CTIB) to record sales and use tax revenues and expenditures of capital projects funded with the proceeds from sales and use tax revenues. This fund is restricted for statutorily defined transportation and transit projects. The County maintains a minimum fund balance at year-end greater than or equal to 35 percent of total Sales and Use Tax Fund expenditures and transfers at the end of the fiscal year, and a maximum fund balance of 200 percent of total Sales and Use Tax Fund expenditures and transfers at the end of the fiscal year. This policy minimum ensures adequate cash flow for project expenditure while maintaining compliance with Minnesota Statute § 297A.993 which requires that taxes terminate when revenues are sufficient to finance projects. If, at the end of the fiscal year, the fund balance falls below the 35 percent threshold or exceeds the maximum 200 percent threshold, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below the 35 percent threshold, the County Board will adopt a plan to restore fund balance to the appropriate level. If the balance exceeds the maximum 200 percent threshold, staff will review to determine if sufficient funds have been raised for the current enumerated projects and whether additional projects can be added to the capital improvement

program plan. If sufficient funds have been raised for the current enumerated projects, the County Board may determine to terminate the tax or add new enumerated projects after a public hearing.

Parks Fund

The Parks Fund is a special revenue fund established for park acquisition, development, and operating costs. Revenues of the Parks Fund come from property tax levy, fees and charges for services, and intergovernmental grants from the state, federal government, and Metropolitan Council. The County maintains a minimum fund balance at year-end greater than or equal to 35 percent of total Parks Fund expenditures at the end of the fiscal year. This policy minimum ensures that sufficient funds are available for working capital and to cash flow capital project expenditures until costs are reimbursed from outside funding. If, at the end of the fiscal year, the fund balance falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below this threshold, the County Board will adopt a plan to restore fund balance to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Library Fund

The Library Fund is a special revenue fund established to account for the operating costs of the library system and is primarily funded by the annual property tax levy. Because the Library is governed as a County department by the Board of Commissioners (rather than by a standalone library board) and its revenues are not substantially restricted or committed as contemplated by GASB Statement No. 54, the Library Fund will be consolidated into the General Fund effective January 1, 2027. Prior-year comparative amounts will be reclassified to conform to the new presentation. The County will continue to maintain sufficient departmental accounting detail within the General Fund to support annual reporting to the Minnesota Department of Education under Minnesota Statute § 134.13, and to demonstrate compliance with county financial support requirements under Minnesota Statutes, § 134.34 and § 134.341.

Upon consolidation, any donor-restricted, grant-restricted, or endowment resources associated with library operations will continue to be reported as restricted or non-spendable fund balance within the General Fund.

Attorney Forfeiture Fund

The Attorney Forfeiture Fund is a special revenue fund that accounts for 20 percent of the proceeds from the sale of forfeited property, which is distributed to the County Attorney's Office as a supplement to operating funds for prosecutorial purposes. Annually, the County Manager will report to the County Attorney the available fund balance in the Attorney Forfeiture Fund. The County Attorney will adopt a plan to align expenditures from this fund with available resources.

Dakota County Law Library Fund

The Dakota County Law Library Fund is a special revenue fund that accounts for revenues and expenditures of the Dakota County Law Library ("Law Library"). The Law Library is established pursuant to Minnesota Statute § 134A and is managed by a board of trustees. Revenues are derived from fees collected from certain litigants and expenditures are primarily related to law books and administrative and personal service costs. The County recommends the Law Library establish a fund balance policy by resolution. If the Law Library adopts a fund balance policy and the balance falls below the policy level, the County Manager will report to the Law Library Manager as soon as is practical after the end of the fiscal year.

Opioid Settlement Fund

The Opioid Settlement Fund is a special revenue fund established to account for the activity related to settlement agreements reached with pharmaceutical companies and distributors as part of the National Prescription Opiate Litigation. These funds are intended to be expended on strategies, programming, and services to abate the opioid epidemic. The County Manager will report annually to the Board the amount of fund balance available in the Opioid Settlement Fund and will report on the plans for expending available resources. Once the revenues from opioid settlement agreements have been fully expended, the fund will either be closed or repurposed by Board action, as no additional opioid settlement activity will occur.

Federal Revenue Fund

The Federal Revenue Fund is a special revenue fund that was established in 2021 to account for the activity of the State and Local Fiscal Recovery Fund (SLFRF) payments that were allocated to Dakota County through the American Rescue Plan Act (ARP). The SLFRF funds are held as unearned revenue that is recognized as expenditures occur; as such, the fund balance of this fund should be $0 at the end of the fiscal year. The SLFRF funds will be fully expended as of December 31, 2026. After December 31, 2026, this fund will either be closed or repurposed by Board action, as no additional SLFRF activity will occur.

Dakota County Regional Rail Authority Fund

The Dakota County Regional Rail Authority Fund is a special revenue fund established to account for revenues and expenditures of the Dakota County Regional Rail Authority ("DCRRA"), which was established by the Dakota County Board of Commissioners to plan and develop light rail and other transit alternatives within the County pursuant to Minnesota Statute § 398A. The seven-member DCRRA Board is appointed by the Dakota County Board of Commissioners. Currently, the DCRRA Board consists of the seven Dakota County Commissioners. The Authority has the power to levy taxes, issue bonds and enter into contracts and agreements. The Authority was established to promote the development of transit options for the County, maintain involvement in metropolitan activities, including light rail transit and

transit-related linkages, and play a role in the acquisition of abandoned railroad right-of-way for transportation purposes. Pursuant to a joint powers' agreement, Dakota County staff perform operational duties for the DCRRA and Dakota County includes its activity as a blended component unit since there is a mutual financial benefit. The County recommends the DCRRA establish a fund balance policy by resolution. If the DCRRA adopts a fund balance policy and the balance falls below the policy level, the County Manager will report to the DCRRA Board as soon as is practical after the end of the fiscal year.

Capital Projects Fund

The Capital Projects Fund accounts for the costs of major facilities construction projects. The primary funding sources for the Capital Projects Fund are property tax levy, county program aid (CPA), debt, and transfers of General Fund unassigned fund balance. The County maintains a policy that the fund balance of the Capital Projects Fund should never fall below $0 at the end of the fiscal year. The only exception to this policy is a negative fund balance caused by timing issues (i.e., expenditures that are funded wholly via reimbursable grant revenues that have not yet been received or expenditures that will be reimbursed entirely with proceeds from bonds issued in a subsequent year). If the fund balance falls below this level, the County Manager is authorized to transfer General Fund unassigned fund balance to bring the Capital Projects Fund balance to $0.

Debt Service Fund

The Debt Service Fund accounts for the accumulation of resources for, and the payment of, principal and interest on long-term debt. The County maintains a minimum fund balance at the end of the fiscal year equal to all scheduled debt service payments in the first six months of the subsequent fiscal year. In addition to this policy minimum, the County will comply with any reserve or minimum balance requirements specified in bond covenants or debt agreements. Where such covenants require a higher balance, the higher requirement will be the minimum fund balance. If, at the end of the fiscal year, the fund balance falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the fund balance falls below this threshold, the County Board will adopt a plan to restore fund balance to the appropriate level within 60 days of the County Manager's report.

Proprietary Funds

Byllesby Dam Enterprise Fund

The Byllesby Dam Enterprise Fund accounts for the net revenue generated from producing electricity at the Byllesby Dam hydroelectric facility and the expenditures associated with the operations, maintenance, and capital improvements of the Byllesby Dam. The County maintains a minimum unrestricted net position at year-end greater than or equal to 10 percent of the original cost of capital assets put into use, plus 50 percent of the total Byllesby Dam Enterprise

Fund operating expenditures at the end of the fiscal year. The original cost of capital assets put into use, as reported in the audited financial statements, will be used to calculate this component annually. This policy minimum ensures that sufficient funds are available for working capital, while ensuring that funds are available for emergency purchases and necessary capital improvements. If, at the end of the fiscal year, the unrestricted net position falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the unrestricted net position falls below this threshold, the County Board will adopt a plan to restore unrestricted net position to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Geographic Information System Enterprise Fund

The Geographic Information System (GIS) Fund is set up to account for the sale of geographic data and maps. The County maintains a minimum unrestricted net position at year-end greater than or equal to 50 percent of the total costs of the GIS Fund at the end of the fiscal year. This policy minimum ensures that sufficient funds are available for operating the GIS program. If, at the end of the fiscal year, the unrestricted net position falls below this level, the County Manager will report to the County Board as soon as is practical after the end of the fiscal year. If the unrestricted net position falls below this threshold, the County Board will adopt a plan to restore unrestricted net position to the appropriate level within three years, measured from the end of the fiscal year in which the deficiency was first reported.

Procedures

Procedures will be maintained by Finance.

History

Version	Revision Date
1.0	12/13/2011
2.0	12/11/2012
3.0	10/29/2019
4.0	09/26/2023
5.0	06/23/2026

Related Policies

- None

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Approval

Resolution No. ~~23-431~~XX-XXX; ~~September 26, 2023~~June 23, 2026

Board of Commissioners

Request for Board Action

Item Number: DC-5609 **Agenda #:** 6.7 **Meeting Date:** 6/23/2026

DEPARTMENT: Finance

FILE TYPE: Consent Action

TITLE
Approval Of Resolution Increasing Wheelage Tax Rate In Dakota County From $10 To $20 Per Year

PURPOSE/ACTION REQUESTED
Approve a resolution increasing the wheelage tax rate in Dakota County from $10 to $20 per year, effective January 1, 2027.

SUMMARY
Minn. Stat. §163.051 authorizes the Board of Commissioners to levy, by resolution, a wheelage tax on each motor vehicle. By Resolution No. 06-250 (June 20, 2006), the Dakota County Board of Commissioners authorized a wheelage tax rate of $5 per year effective January 1, 2007.

During the 2013 legislative session, the Minnesota Legislature amended Minn. Stat. §163.051 to broaden the wheelage tax from metropolitan counties to all counties in the state and increased the allowable wheelage tax rate from $5 to $10 per vehicle, with a provision allowing counties to further increase the tax up to $20 beginning January 1, 2018. Per Minn. Stat. §163.051, the wheelage tax rate in Dakota County automatically increased from $5 to $10 effective January 1, 2014.

At the current rate of $10, Dakota County wheelage tax generates approximately $4.2 million per year. These funds are deposited in the County's Transportation Fund and are used for highway purposes within the meaning of Minnesota Constitution, Article 14. A highway purpose is generally to "construct, improve and maintain public highways."

Increasing the wheelage tax from $10 to $20 is estimated to generate an additional $4.2 million in revenue per year. This additional revenue would be used to support the costs of Transportation Department vehicles in the Fleet Capital Equipment Program (CEP), Transportation Department maintenance and operations costs, and the Transportation Capital Improvement Program (CIP).

RECOMMENDATION
Staff recommends that the Dakota County Board of Commissioners adopt a resolution increasing the wheelage tax rate in Dakota County from $10 to $20 per year and have the state registrar of motor vehicles collect the same, effective January 1, 2027.

EXPLANATION OF FISCAL/FTE IMPACTS
Increasing the wheelage tax from $10 to $20 is estimated to generate an additional $4.2 million in revenue per year. This additional revenue would be used to support the costs of Transportation

Department vehicles in the Fleet Capital Equipment Program (CEP), Transportation Department and Physical Development Administration Department maintenance and operations costs, and the Transportation Capital Improvement Program (CIP). If approved, the anticipated additional revenue will be included in the County Manager's Recommended 2027 Budget.

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

RESOLUTION

WHEREAS, Minn. Stat. §163.051 subdivision 1, provides, in part, that the Board of Commissioners of each county is authorized to levy by resolution a wheelage tax at the rate of up to $20 per year, in any increment of whole dollar, as specified by each county that authorizes the tax; and

WHEREAS, Minn. Stat. §163.051 further provides that the board may provide by resolution for collection of the wheelage tax by county officials or it may request that the tax be collected by the state registrar of motor vehicles, and the state registrar of motor vehicles shall collect such tax on behalf of the county if requested; and

WHEREAS, Minn. Stat. §163.051, subdivision 2, provides, in part, that the wheelage tax levied, if made collectible by the state registrar of motor vehicles, shall be certified by the county auditor to the registrar not later than August 1 in the year before the calendar year or years for which the tax is levied, and the registrar shall collect such tax with the motor vehicle taxes on the affected vehicles for such year or years; and

WHEREAS, Minn. Stat. §163.051 subdivision 4, provides that the treasurer of each county receiving proceeds from the wheelage tax is to deposit such proceeds in the county road and bridge fund, which moneys shall be used for purposes authorized by law which are highway purposes within the meaning of the Minnesota Constitution, article 14; and

WHEREAS, the Dakota County Board of Commissioners desires to implement an increase in the wheelage tax from $10 to $20 and have the state registrar of motor vehicles collect the same.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes and imposes a wheelage tax as provided in Minn. Stat. §163.051 of $20 per year on each motor vehicle, except a vehicle exempt from the tax as defined in Minn. Stat. §163.051, subdivision 1 (c), which is kept in Dakota County when not in operation and is subject to annual taxation and registration under Minnesota Statutes, chapter 168; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby requests that the wheelage tax be collected at the rate of $20 by the state registrar of motor vehicles, as provided for in Minn. Stat. §163.051, subdivision 2; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby directs the County Manager to certify the wheelage tax rate of $20 to the state registrar of motor vehicles before August 1, 2026, and that the tax be effective January 1, 2027.

PREVIOUS BOARD ACTION

06-250; 6/20/06

ATTACHMENTS
Attachment: None.

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

CONTACT
Department Head: Will Wallo
Author: Will Wallo

Board of Commissioners

Request for Board Action

Item Number: DC-5723 **Agenda #:** 7.1 **Meeting Date:** 6/23/2026

DEPARTMENT: Office of the County Manager

FILE TYPE: Consent Action

TITLE
Designation Of Voting For 2026 National Association Of Counties Annual Business Meeting

PURPOSE/ACTION REQUESTED
Designate a delegate and alternate for the 2026 National Association of Counties (NACo) Annual business meeting.

SUMMARY
The annual NACo conference is being held in Orleans Parish / New Orleans, Louisiana, July 17-20, 2026. The conference is the largest gathering of county elected and appointed officials from across the country. To participate in the annual election of officers and policy adoption, a county must have paid its membership dues and have one paid registrant for the conference, according to NACo bylaws.

The County Board Chair must sign and submit the NACo 2026 Credentials (Voting) Identification Form. The form identifies the name of the designated delegate and first alternate authorized to pick up the County's voting materials. In 2025, by Resolution No. 25-293 (June 24, 2025), the County Board designated Commissioner Mike Slavik as the delegate. In addition, the Board authorized the President of the Association of Minnesota Counties (AMC) to pick up Dakota County's ballot and cast votes in the event the ballot is not picked up by the delegate or alternate. Designation of a first alternate is optional. The president of AMC is automatically authorized to pick up the County's ballot if the delegate or first alternate does not pick up the ballot unless the County Board opts out of this authorization.

RECOMMENDATION
Staff recommends delegating one County Board member, as well as the president of AMC. Commissioner Slavik and Commissioner Atkins are registered to attend the annual business meeting.

EXPLANATION OF FISCAL/FTE IMPACTS
☒ None ☐ Current budget ☐ Other
☐ Amendment Requested ☐ New FTE(s) requested

RESOLUTION
WHEREAS, the annual National Association of Counties (NACo) conference is being held in Orleans Parish / New Orleans, Louisiana, July 17-20, 2026; and

WHEREAS, Dakota County has paid its membership dues and has at least one paid registrant for the

conference and is, therefore, eligible to participate in the Associations' annual election of officers and policy adoption, according to NACo bylaws.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby designates the following individual(s) as voting delegates for the 2026 NACo annual conference:

Designated Delegate - Commissioner Slavik
; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the president of the Association of Minnesota Counties to pick up Dakota County's ballot and cast votes in the event that the ballot is not picked up by the County's delegate or alternate.

PREVIOUS BOARD ACTION
25-293; 6/24/25

ATTACHMENTS
Attachment: None.

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

CONTACT
Department Head: Heidi Welsch
Author: Jeni Reynolds

Board of Commissioners

Request for Board Action

Item Number: DC-5760 **Agenda #:** 7.2 **Meeting Date:** 6/23/2026

DEPARTMENT: Office of the County Manager

FILE TYPE: Consent Action

TITLE
Acceptance Of Resignation From Member Of Public Art Committee

PURPOSE/ACTION REQUESTED
Accept resignation and authorize staff to proceed with the process to fill vacancy.

SUMMARY
In accordance with the Advisory Committee Membership Policy, written or verbal resignations from advisory committee members are forwarded to the County Manager. When a resignation is received, acceptance of the resignation is placed on the County Board consent agenda and staff is directed to proceed with the process of filling the vacancy.

The Office of the County Manager has been notified of the following resignation from the Public Art Committee:

- Allen Tsai, who has served since 2021.

RECOMMENDATION
Staff recommends accepting the resignation and authorizing staff to proceed with the process to fill the vacancy.

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 accepts the resignation received by Allen Tsai, At-Large representative on the Public Art Committee and authorizes staff to begin the process to fill the vacancy.

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: None.

BOARD GOALS
☐ Thriving People ☐ A Healthy Environment with Quality Natural Resources

☐ A Successful Place for Business and Jobs ☒ Excellence in Public Service

CONTACT
Department Head: Heidi Welsch
Author: Jeni Reynolds

Board of Commissioners

Request for Board Action

Item Number: DC-5785 **Agenda #:** 7.3 **Meeting Date:** 6/23/2026

DEPARTMENT: Human Resources

FILE TYPE: Consent Action

TITLE
Approval Of Revisions To Policies 3122 Job Evaluation And Classification And 3160 Compensation Guidelines

PURPOSE/ACTION REQUESTED
Approve revisions to policies 3122 Job Evaluation and Classification and 3160 Compensation Guidelines as summarized below and reflected in the revised versions attached.

SUMMARY
Human Resources is recommending the following revisions as follows:

Policy 3122 Job Evaluation and Classification
- Add definitions for “Classification” and Salary Grade”
- Revise section heading and clarifying process for “Classifying New Positions”
- Revise/Update antiquated language throughout

Policy 3160 Compensation Guidelines
- Revise language for Salary Offers to New Employees to comply with Minnesota Pay History Ban law
- Revise language for Promotions to comply with Minnesota Pay History Ban law
- Revise/Update antiquated language throughout

RECOMMENDATION
Staff recommends approval.

EXPLANATION OF FISCAL/FTE IMPACTS
No direct fiscal impact.

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

RESOLUTION
WHEREAS, Human Resources is recommending changes to policies 3122 Job Evaluation and Classification and 3160 Compensation Guidelines; and

WHEREAS, the following revisions are recommended:

Policy 3122 Job Evaluation and Classification

- Add definitions for “Classification” and Salary Grade”
- Revise section heading and clarifying process for “Classifying New Positions”
- Revise/Update antiquated language throughout

Policy 3160 Compensation Guidelines

- Revise language for Salary Offers to New Employees to comply with Minnesota Pay History Ban law
- Revise language for Promotions to comply with Minnesota Pay History Ban law
- Revise/Update antiquated language throughout

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the proposed revisions to policy 3122 Job Evaluation and Classification and 3160 Compensation Guidelines and authorizes the Human Resources Director to modify said policy accordingly.

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: 3122 - Job Evaluation and Classification
Attachment: 3160 - Compensation Guidelines

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

CONTACT
Department Head: Andy Benish
Author: Andy Benish

Policy 3122 Job Evaluation and Classification

Version: 3.0
Effective Date: 2/28/2023
Board or Administrative: Board

Policy Statement

It is the policy of Dakota County to ensure that appropriate relationships between classifications and jobs are established and maintained over time consistent with applicable law. Except as otherwise provided by law, this policy applies to all County positions.

Definitions

- "The County:" refers to the officers, employees, agencies, and facilities of Dakota County government.
- "The County Board:" refers to the Dakota County Board of Commissioners.
- Classification: a job or grouping of jobs that perform similar work, have similar job titles, and exist within the same salary grade. The job titles within a classification share the same primary job name but may vary slightly to emphasize unique areas of focus or responsibility.
- Salary Grade: the salary range, including minimum and maximum, to which a specific job or classification is assigned based on a job duties and internal relationships to other jobs within the County. Sometimes also referred to a "pay grade".
- "Job Description Review:" refers to the process used to update knowledge/skills/abilities and job duties to develop accurate position descriptions for use in benchmarking and developing performance objectives
- "Decision Band Method" (DBM): refers to the evaluation tool that is used to assess internal relationships between jobs in compliance with Minnesota Local Government Pay Equity Act.
- "Reorganization Reviews:" refers to reviews of organizational structural changes within a department.
- "New Position Reviews": refers to reviews of new jobs created within the County.
- "Position Descriptions: " refers to the County's written description of minimum qualifications, duties, responsibilities, most important contributions, and outcomes required for each position in Dakota County.

Source

Dakota County Personnel Act, Minnesota Statutes §§ 383D.05, et seq.

Minnesota Local Government Pay Equity Act, Minn. Stat. §§ 471.991-.999

Federal Fair Labor Standards Act, 29 U.S.C. § 201, et seq.

General

The Human Resources Department is responsible for the administration of the Position Description review process. All jobs are reviewed periodically through a vertical and lateral organization classification assessment and assigned a salary grade. The Human Resources Department provides direction in the creation of Position Descriptions for each new County position. Each Position Description includes position title, department, supervisor title, location, Ssalary ~~range, general~~Grade, general statement of position objectives, specific statement of duties and responsibilities, and specific statement of the minimum and desirable qualifications required to perform assigned duties and responsibilities.

Job Description Reviews

Job Description Reviews are completed on a scheduled basis, generally no less than once every four years, and as needed based on necessity and market considerations. The purpose of the Job Description Review is to capture any changes or updates in the position since last reviewed to use as benchmarks for external comparisons for market analysis. This process also provides for internal organizational alignment. Updated Position Descriptions ensure that minimum requirements are current when recruiting new employees.

The County uses the DBM to evaluate the level of jobs within the organization. The basic premise is that the placement of the job in the organizational hierarchy is determined by its level of responsibility. Responsibility is measured by the decision-making requirements of the job. This method is intended to eliminate gender-based wage disparities

All current position descriptions are posted on Dakota County Works. Human Resources, along with managers/supervisors, will revise the Positions Descriptions as necessary to describe the duties and responsibilities for which employees will be held accountable and upon which performance objectives will be developed.

Reorganization Review Process

Reorganization Reviews ensure appropriate classifications are maintained when a structural or work process change is planned. Reorganization Reviews are initiated by an operating department and must be approved by at least two levels of management, one of which must be the Division Director or similar responsible authority.

A Reorganization Review request must include the following:

- The current status of the functional areas impacted, including which positions are impacted, position control number(s), unit number(s), and responsibilities associated with each position outlined on an updated job description.
- Identification of organizational needs and what is not being met by the current configuration.

- Identification of alternative options that were examined ~~orconsidered~~or considered and the advantages and disadvantages of each.
- A recommended course of action, including the organizational impact of the change, the fiscal impact of the change, an organization chart of the changes, and/or what work process change will occur.

Human Resources reviews the request and makes a recommendation to the County Manager for approval of the change.

Classif~~ication of~~ying New Positions

Classifying new positions involves assigning a job title, salary grade and position control number to the new position: and confirming the new position's appropriate placement within the current organizational structure. Requests to establish the classification of newly created positions which have County Board authorization are processed expeditiously so that posting and selection activities are not delayed. An interim classification can normally be established within one week of receipt of a completed job description review form for a new position. Interim classification determinations are tentative and subject to further review.

Job Evaluation Appeal Process

A Department or Division Director may appeal a job evaluation determination approved by the Human Resources Director to the County Manager within ten working days of the notification of the study results. Only one appeal opportunity will be provided per job evaluation determination. An appeal must be based on at least one of the following factors:

1. Critical information was missed in the original study, and/or information presented in the original study needs to be clarified.
2. Policy or process error is alleged to have occurred during the original study.

Recommendations and Approvals

Requests for Job Description, Reorganization Reviews and New Position Reviews are submitted to the Human Resources Department, studied by a job analyst, and approved by the Human Resources Director and County Manager.

Effective Date of Classification Determinations

Classification and salary grade changes that result from Reorganization Reviews or New Position Reviews are effective on the date of final approval. In no instance will the effective date precede the date the request was received by the Human Resources Department.

Procedures

Procedures will be maintained by Human Resources

History

Version	Revision Date
1.0	
2.0	10/20/2015
3.0	2/28/2023
4.0	12/31/2024

Related Policies

- None

Contact

Andy Benish
Human Resources Director
Andrew.Benish@co.dakota.mn.us

Approval

Resolution No. 23-081; February 28, 2023

Policy 3160 Compensation Guidelines

Version 5~~4~~**.0**
Effective Date: ~~12/3/2024~~
Board or Administrative: Board

Policy Statement

It is the goal of Dakota County to provide employees equitable compensation and financial incentives, to the extent permitted by law, to promote attainment of the highest performance levels. The County also recognizes that compensation policies are a key factor in the attraction and retention of well-qualified individuals to participate in the achievement of organizational objectives. Therefore, the Dakota County Compensation Guidelines are based on the principles of equitable pay relationships and are designed to relate, to the extent possible, individuals' salary to performance, and contribution.

Definitions

Salary Surveys: Surveys in which salary information is provided for comparison of specific jobs.

Market Mean: The average base salary of employees in a particular job title listed in survey data.

Regional Market: The market that expands outside of the Metro Counties.

Local Market: The Metro County market that ~~includes:~~includes Hennepin, Ramsey, Scott, Washington, Anoka, Carver and Olmsted.

Market Analysis: Salary survey data that is analyzed and used to determine salary comparisons.

Compensation Philosophy: The strategy adopted by the County Board of Commissioners for determining compensation practices.

Promotion: The selection of an internal candidate through the competitive process into a position at a higher salary grade.

Job Review: The process used to update knowledge/skills/abilities and job duties to develop accurate job descriptions.

Merit Matrix Guidelines: The percentage base and/or lump-sum increases for each level of performance as provided in the County's Merit Compensation Plan.

Source

Dakota County Personnel Act, Minn. Stat. §§ 383D.05, *et seq.*
Dakota County Merit Compensation Plan
Dakota County Unclassified Employees Compensation
Plan Collective Bargaining Agreements

General

Salaries of all County employees are administered under the terms of the Dakota County Merit Compensation Plan, unless the terms of the Unclassified Employees Compensation Plan or a collective bargaining agreement apply.

Participants in the Unclassified Employees Compensation Plan include all Dakota County incumbents in positions designated and defined as Unclassified in the Dakota County Personnel Act.

Salary Surveys

Dakota County participates in local, regional, and national salary surveys and reviews compensation competitiveness on an annual basis. The market analysis helps determine annual recommendations to the County Board. Salary surveys are reviewed each year to determine market competitiveness. Dakota County's identified market is the Metro counties for the majority of the positions and may be expanded to a regional county market for positions that require a broader recruitment base.

Salary Alignment

Assignment of job classifications within salary grades reflects the salary survey information from the relevant labor markets and established job review evaluation processes. Market analysis is the primary resource for developing the pay structure. The job evaluation system is used as a secondary tool to validate salary grade assignment and to comply with Pay Equity reporting requirements.

The County gives primary consideration to local or regional market analysis in establishing the County's salary structure. Internal compensation relationships (pay equity) are analyzed within the job review process. The County's salary structure consists of eighteen (18) salary grades for which the minimum, midpoint, and range maximum rates of pay are annually established. Assignment of job classes to the proper salary range considers job relationships established by the job review system and salary survey information from relevant labor markets.

Salary Offers to New Employees

Salary offers to new hires are based on internal equity considerations, qualifications, experience, and other relevant factors as permitted by law at the sole discretion of the employer. ~~New employees are normally paid a starting salary within the first quarter of the established salary range. Consideration may be given for experience beyond the minimum requirements when determining a starting salary. The maximum of the salary range may not be exceeded.~~ Before a salary offer is made to an applicant,

it must be approved by the Division/Department Director and the Human Resources Department. Any exceptions to this policy must be approved by the County Manager.

Initial Probationary Period Compensation

During an employee's initial twelve-month probationary period, a pay increase equivalent to fifty (50) percent of the available meet standards increase is provided upon successful completion of the first six-months of the initial probationary period. At the completion of the 12-month initial probationary period the first annual review is conducted, 50 percent of the available increase, based on current performance level and merit matrix guidelines, is available. (Ref. Policy 3060)

Promotion or Transfer Probationary Period Compensation

Upon promotion or transfer within the County, Employees are not eligible to receive salary increases within the first six months of continuous work, except for general salary adjustments which may be granted by the Dakota County Board of Commissioners. Upon satisfactory completion of the six-month probationary period, employees are eligible for performance increases as follows:

Six-month salary reviews are based on the plan year merit guidelines within which the review date falls. Applying matrix guidelines for base increases and lump-sum actions, 50 percent of the available increase is provided upon successful completion of the initial probationary period. At the first annual review, 50 percent of the available increase, based on current performance level and matrix guidelines, is available. (Ref. Policy 3060)

Promotion

At the time of a promotion decision, the employee is reviewed for time worked in the current position since the most recent performance review. The employee is then eligible for a salary increase, prorated based on the number of weeks since the last review. This has the effect of "closing out" the old position by reviewing the employee for all work done and also rewarding the employee monetarily for performance in that position since the last review.

~~Upon promotion, employees are eligible for an increase as outlined in the most recent Merit Compensation Plan (after the "close-out" actions have taken place) or placement at the new salary range minimum, whichever is greater. Resulting i~~Internal equity and the employee's appropriate placement within the salary range should be considered when implementing a promotional salary action.

All promotional increases require the approval of the Human Resources Department.

Demotion

Involuntary

When progressive corrective intervention does not result in sustained performance improvement, the County may choose to demote an employee in lieu of discharge. Demotions may occur in instances when a position

in a ~~lower level~~lower-level classification for which the employee is qualified, is available. The ability to demote an employee is determined by the Human Resources Director in consultation with the Division/Department Director. The employee's salary will be adjusted on a ~~case by case~~case-by-case basis as approved by the Human Resources Director.

Voluntary

A voluntary demotion is defined as the selection of an internal candidate through the competitive process into a position at a lower salary range or classification. The employee's salary review date will be adjusted to the effective date of the action. The employee's salary reduction will be calculated to the same range position on the lower salary range as it was on the higher salary range. Adjustments will be based on internal equity considerations and approved by the Human Resources Director.

Reorganization

If a demotion is the result of a reorganization of unforeseen organization or structure changes and if the affected employee's salary is above the new salary range maximum, the salary is frozen until such time as the salary is within the new salary range.

Performance Increases

Pay increases are granted to employees based on performance rating and salary range assigned to their position. Performance increases are available in accordance with the annual Dakota County Merit Compensation Plan. (Ref. Policy 3140 Performance Management), or applicable collective bargaining agreement.

Compensation Errors

If errors occur in the calculation of an employee's compensation, the County retroactively corrects any overpayment or underpayment for a period of two years preceding the date the error is discovered. Employees are required to notify the Human Resources Department of any errors.

Position Reclassification

The County ensures that appropriate relationships between classifications and jobs are established and maintained over time. These relationships are maintained consistently with requirements of the Minnesota Local Government Pay Equity Act.

Positions may be reclassified due to a gradual or significant change in duties and responsibilities over time. Positions may be reclassified either upward (higher salary range) or downward (lower salary range). In an upward reclassification the employee may be eligible for an increase as described in the most recent Dakota County Merit Compensation Plan. If reclassification downward results in an employee's salary exceeding the maximum of the new salary range, the rate of pay may not be increased for any reason, including performance reviews or general adjustments, until such time that the salary is within the established range.

Working Out-Of-Grade Class

Out-of-grade pay may be requested whenever an employee is designated by the supervisor to perform all of the duties and responsibilities of a position in a higher salary grade for a period of ten consecutive days or more. An employee must meet the minimum qualifications of the higher classification to be approved by Human Resources for an out-of-grade salary adjustment. In such a case, the employee is eligible for an increase as described in the most recent Dakota County Merit Compensation Plan. Generally, working out-of-grade is the result of a temporarily vacant position.

Salary Review Date

Each employee's salary review date is based on a common review date within their department. These dates vary across the County and may be adjusted from time to time. Employees' salary review dates are adjusted following an approved ~~unpaid~~ leave of absence of 90 days or more. All pay increases are effective the first day of the pay period in which the review date falls. This effective date does not affect the employee's salary review date or future salary review dates.

Administration

Each employee will be paid at a rate which equals the portion of the employees' salary which is permitted by law. Each employee, whose salary exceeds the annual rate permitted by law, is entitled to receive flex hours in lieu of that portion of the salary which is not permitted by law. The amount of flex hours will be calculated utilizing the employee's actual annual rate established pursuant to the applicable compensation policy and plan. No employee is eligible to receive flex hours in lieu of compensation to offset the conversion of flex leave to deferred compensation or to medical premium costs.

Any employee eligible to receive flex leave hours pursuant to this policy will be credited with a lump sum of flex hours at the end of the payroll year. If the employee separates from County employment, following the receipt of the flex leave credit, but prior to the end of the employee's annual review period, the ~~employees~~employees' severance or separation pay will be reduced by the amount of the flex leave credited but not earned during the annual review period. Upon separation from County employment prior to receiving a flex leave credit, the employee shall receive a lump sum of flex leave hours on a prorated basis in lieu of salary earned but not paid.

An elected official, whose salary exceeds the annual rate permitted by law, is entitled to receive a credit to their benefits parity account in lieu of annual base compensation which is not permitted by law. The credit amount will be determined based on the ~~officials~~official's annual salary established pursuant to the applicable compensation policy and plan and county board resolution. The elected official will receive a lump sum credit at the end of the payroll year. If the elected official's term is voluntarily or involuntarily terminated prior to the end of the payroll year, the elected official shall receive credit to the benefits parity account on a prorated basis.

Retroactivity

Employees terminating employment prior to the County Board adoption of an adjustment to the terms and conditions of their employment (under union contract, County Board action or department head action) are not entitled to any retroactive application of that adjustment.

Supersedure

The provisions of the Dakota County Merit Compensation Plan supersede any applicable Dakota County Human Resources Policies or Procedures.

Procedures

Procedures will be maintained by Human Resources. ~~Procedures and forms can be found on the Policy Procedures page on DC Works.~~

History

Version	Revision Date
1.0	Original publication date unknown
2.0	10/20/2015
3.0	01/17/2019
4.0	12/3/2024
~~5.0~~	

Related Policies

Contact

Andy Benish
Human Resources Director
Andy.Benish@co.dakota.mn.us

Approval

Resolution No.

Board of Commissioners

Request for Board Action

Item Number: DC-5645 **Agenda #:** 8.1 **Meeting Date:** 6/23/2026

DEPARTMENT: Employment and Economic Assistance
FILE TYPE: Consent Action

TITLE
Ratification To Submit Unified Local Youth Plan To Minnesota Department Of Employment And Economic Development For Minnesota Youth Program 2027 And Workforce Innovation And Opportunity Act Youth Program 2026

PURPOSE/ACTION REQUESTED
Ratify the submission of the Unified Local Youth Plan to the Minnesota Department of Employment and Economic Development (DEED) for the Minnesota Youth Program (MYP) and Workforce Innovation and Opportunity Act (WIOA) Youth Program.

SUMMARY
The Federal Workforce Innovation and Opportunity Act (WIOA) of 2014 requires local areas to provide services to low-income, at-risk youth to promote educational and employment success. This requirement is fulfilled by DEED through grants to local governments for the WIOA Youth Program and MYP. The WIOA Youth Program grant is allocated between the Counties of Dakota and Scott based on a DEED formula and anticipated needs. The MYP grant is Dakota County specific, and funding is based on a DEED formula.

Workforce Development Areas (WDA) are required to update individualized Unified Local Youth Plans for activities funded under the Program Year (PY) 2026 WIOA Youth Program for the grant period of April 1, 2026 through March 31, 2028, and the State Fiscal Year (SFY) 2027 MYP for the grant period of July 1, 2026 through September 30, 2027. Updates to Unified Local Youth Plans must be approved by corresponding local Workforce Development Boards (WDB), and narrative updates to the plan were due to DEED on April 17, 2026.

On March 20, 2026, the Dakota-Scott WDB approved the submission of the Unified Local Youth Plan to DEED for the PY 2026 WIOA Youth Program and the SFY 2027 MYP (Attachment: Unified Local Youth Plan). DEED tentatively approved the Dakota-Scott Unified Local Youth Plan narrative updates on April 24, 2026. Full approval was issued on May 29, 2026.

Dakota-Scott Workforce Services was notified on May 29, 2026, that it will receive $442,476 for WIOA Youth PY 2026. Funding will be allocated between Dakota and Scott Counties. Ten percent will be retained for administrative expenses. See Attachment: Dakota-Scott WIOA Youth Allocation, for historical funding levels.

Notification of SFY 2027 MYP funding in the amount of $167,756 for Dakota County was received on December 15, 2025. Ten percent of funding will be retained for administrative expenses. See

Attachment: MYP Allocations, for historical funding levels.

OUTCOMES
The Dakota County MYP provided services to youth ages 14-24 who had low family income, special needs and/or other risk factors. During the summer of 2025, Tree Trust served 34 youth.
See Attachment: Performance Outcomes - MYP, for more details.

In 2025, 130 total youth were served in the Dakota County WIOA Youth Program.
See Attachment: Performance Outcomes - WIOA, for additional outcome measures.

RECOMMENDATION
Staff recommends the County Board ratify the submission of the Unified Local Youth Plan to DEED for activities funded under the PY 2026 WIOA Youth Program for the grant period of April 1, 2026 through March 31, 2028, and the SFY 2027 MYP for the grant period of July 1, 2026 through September 30, 2027.

EXPLANATION OF FISCAL/FTE IMPACTS
Funds are included in the 2026 Employment and Economic Assistance Budget.

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

RESOLUTION
WHEREAS, the Federal Workforce Innovation and Opportunity Act (WIOA) of 2014 requires local areas to provide services to low-income, at-risk youth, to promote educational and employment success; and

WHEREAS, this requirement is fulfilled by the Minnesota Department of Employment and Economic Development (DEED) through grants to local governments for the WIOA Youth Program and Minnesota Youth Program (MYP); and

WHEREAS, the WIOA Youth Program grant is allocated between the Counties of Dakota and Scott based on a DEED formula and anticipated needs; and

WHEREAS, the MYP grant is Dakota County specific and funding is based on a DEED formula; and

WHEREAS, Workforce Development Areas (WDA) are required to update individualized Unified Local Youth Plans for activities funded under the Program Year (PY) 2026 WIOA Youth Program for the grant period of April 1, 2026 through March 31, 2028, and the State Fiscal Year (SFY) 2027 MYP for the grant period of July 1, 2026 through September 30, 2027; and

WHEREAS, updates to Unified Local Youth Plans must be approved by corresponding Local Workforce Development Boards (WDB) and narrative updates to the plan were due to DEED on April 17, 2026; and

WHEREAS, on March 20, 2026, the Dakota-Scott WDB approved the submission of the Unified Local Youth Plan to DEED for the PY 2026 WIOA Youth Program and the SFY 2027 MYP; and

WHEREAS, DEED tentatively approved the Dakota-Scott Unified Local Youth Plan narrative updates on April 24, 2026; and

WHEREAS, full approval was issued on May 29, 2026; and

WHEREAS, Dakota-Scott Workforce Services was notified on May 29, 2026 that it will receive $442,476 for WIOA Youth PY 2026; and

WHEREAS, funding will be allocated between Dakota and Scott Counties; and

WHEREAS, ten percent will be retained for administrative expenses; and

WHEREAS, notification of SFY 2027 MYP funding in the amount of $167,756 for Dakota County was received on December 15, 2025; and

WHEREAS, ten percent of the amount allocated will be retained for administrative expenses.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the submission of the Unified Local Youth Plan to the Minnesota Department of Employment and Economic Development (DEED) for the Minnesota Youth Program (MYP) and Workforce Innovation and Opportunity Act (WIOA) Youth Program.

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: Unified Local Youth Plan
Attachment: Dakota -Scott WIOA Youth Allocations
Attachment: MYP Allocations
Attachment: Performance Outcomes - MYP
Attachment: Performance Outcomes - WIOA

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

CONTACTS
Department Head: Dana DeMaster
Author: Amber Higgins

Unified Local Youth Plan
PY 2026 WIOA Youth Formula Funds
SFY 2027 Minnesota Youth Program (MYP)

Due Friday, April 17, 2026

Minnesota Department of Employment and Economic Development
Employment and Training Programs
Office of Youth Development

PY 2026 WIOA Youth Formula Funds
SFY 2027 Minnesota Youth Program (MYP)
Cover Sheet/Signature Page

APPLICANT AGENCY - Use the legal name and full address of the fiscal agency with whom the grant will be executed.	**Contact Name and Address**
Dakota- Scott County Workforce Services **One Mendota Road** **Suite 170** **West Saint Paul, MN 55118**	**Amber Higgins** **One Mendota Road** **Suite 170** **West Saint Paul, MN 55118**
Director Name: Mark Jacobs **Telephone Number:** 651-554-5622 **Fax:** 651-554-5709 **E-Mail:** mark.jacobs@co.dakota.mn.us	**Contact Name:** Amber Higgins **Telephone Number:** 651-554-6875 **Fax:** 651-554-6565 **E-Mail:** amber.higgins@co.dakota.mn.us

Basic Organization Information

Federal Employer ID Number:	**Minnesota Tax Identification Number:**
41-6005786	8026539
Unique Entity ID (UEI) Number:	**SWIFT Vendor ID Number (if known):**
08-237-6658	

I certify that the information contained herein is true and accurate to the best of my knowledge and that I submit this application on behalf of the applicant agency.

Signature:	
Title:	-Director, Dakota-Scott Workforce Development Board -Workforce Development Director, Dakota County
Date:	

PY 2026 WIOA Youth Formula Funds
SFY 2027 Minnesota Youth Program (MYP)
Cover Sheet/Signature Page

APPLICANT AGENCY - Use the legal name and full address of the fiscal agency with whom the grant will be executed. Insert information in the cell below this one.	**Contact Name and Address** Insert the contact name and address in the cell directly below this one.
Scott County Health and Human Services **200 Fourth Avenue West** **Shakopee, MN 55379**	**Scott County Employment & Training** **Government Center West** **200 Fourth Avenue West, GW-200** **Shakopee, MN 55379**
Director Name: Lezlie Vermillion **Telephone Number:** 952-496-8062 **Fax:** 952-496-8180 **E-Mail:** lvermillion@co.scott.mn.us	**Contact Name:** Jennifer Schwarz **Telephone Number:** 952-496-8474 **Fax:** eFAX8675EmploymentandTraining@co.scott.mn.us **E-Mail:** jschwarz@co.scott.mn.us

Basic Organization Information

Federal Employer ID Number: Insert data in the cell directly below this one.	**Minnesota Tax Identification Number:** Insert data in the cell directly below this one.
41-6005892	8027342
Unique Entity ID (UEI) Number: Insert data in the cell directly below this one.	**SWIFT Vendor ID Number (if known):** Insert data in the cell directly below this one.
07-784-7183	0000197314.001

I certify that the information contained herein is true and accurate to the best of my knowledge and that I submit this application on behalf of the applicant agency.

Signature:	
Title:	
Date:	

Checklist of Items to be Included With Your Unified Local Youth Plan Submitted to DEED:

NOTE: Budget forms included in this document are samples only, to demonstrate the format of the WIOA Youth and Minnesota Youth Program budgets. After the unified plan is approved by DEED and final allocations have been released by DOL, a WIOA Youth budget form and instructions will be sent to you to complete and return so your PY26 WIOA Youth Formula Grant funding can be released as quickly as possible. Since SFY27 MYP allocations are final, we encourage you to submit the SFY27 MYP budget with the Unified Local Youth Plan in April or shortly thereafter to ensure that MYP contracts are in place when the new fiscal year begins July 1, 2026. The budget forms are Excel documents that are attached separately from this planning document.

Signed Cover Page: _____

PY26-27 WIOA Youth Performance (submitted after local goals negotiated): _____

Current Youth Committee Mission Statement and Workplan (if applicable): _____

List of Youth Committee Members (if applicable): _____

List of Youth Service Providers For PY26 (WIOA) and SFY27 (MYP): _____

Copy of the Most Recent Request For Proposal (RFP) Used to Select Service Providers and/or Services **OR** a Copy of LWDB Minutes Affirming LWDA Staff are the Sole Providers of WIOA Youth Services for the WDA: _____

Copy of Current ITA Policy for Youth, Plus Related Forms: _____

Copy of Current Local Youth Incentive Policy: _____

Copy of Current Local Supportive Services Policy for Youth Participants: _____

Copy of Current Local Stipend Policy: _____

Completed “WIOA Youth Program Elements” Chart: _____

Completed “Shared Vision for Youth” Chart: _____

Completed Narrative: _____

(If applicable) Attachment 1H Workplan: Youth Program Service Delivery Design Addendum to Enhance Services to In-School Youth (ISY) Who Are Homeless or in Foster Care _____

PY24 and PY25 WIOA Youth Approved/Negotiated Levels of Performance - MN

(as of 7/24/2024)

	Program Year 2024 (7/1/24 - 6/30/25)					Program Year 2025 (7/1/25 - 6/30/26)				
	Q2 EET	Q4 EET	Yth Cred	Median Earnings	MSG	Q2 EET	Q4 EET	Yth Cred	Median Earnings	MSG
State	**74.5%**	**74.9%**	**62.0%**	**$ 5,400**	**53.0%**	**74.5%**	**74.9%**	**62.0%**	**$ 5,400**	**53.0%**
WDA 1	74.5%	74.9%	62.0%	$ 5,200	53.0%	74.5%	74.9%	62.0%	$ 5,200	53.0%
WDA 2	74.5%	74.9%	62.0%	$ 5,800	55.0%	76.0%	76.0%	63.0%	$ 5,900	60.0%
WDA 3	74.5%	74.9%	62.0%	$ 4,500	53.0%	74.5%	74.9%	62.0%	$ 5,000	53.0%
WDA 4	74.5%	74.9%	60.0%	$ 5,400	53.0%	74.9%	74.9%	62.0%	$ 5,400	53.0%
WDA 5	74.5%	74.9%	62.0%	$ 5,400	53.0%	74.5%	74.9%	62.0%	$ 5,400	53.0%
WDA 6	74.5%	74.9%	62.0%	$ 5,400	53.0%	74.5%	74.9%	62.0%	$ 5,400	53.0%
WDA 7	74.5%	74.9%	62.0%	$ 5,400	53.0%	74.5%	74.9%	62.0%	$ 5,400	53.0%
WDA 8	75.0%	75.0%	62.0%	$ 4,500	53.0%	75.0%	75.0%	62.0%	$ 4,500	53.0%
WDA 9	74.5%	74.9%	62.0%	$ 5,400	53.0%	74.5%	74.9%	62.0%	$ 5,400	53.0%
WDA 10	74.5%	74.9%	62.0%	$ 6,272	53.0%	74.5%	74.9%	62.0%	$ 6,272	53.0%
WDA 12	74.5%	74.9%	62.0%	$ 5,400	53.0%	74.5%	74.9%	62.0%	$ 5,400	53.0%
WDA 14	74.5%	74.9%	62.0%	$ 5,400	53.0%	74.5%	74.9%	62.0%	$ 5,400	53.0%
WDA 15	72.0%	72.0%	62.0%	$ 6,000	53.0%	72.0%	72.0%	62.0%	$ 6,000	53.0%
WDA 16	74.5%	74.9%	62.0%	$ 5,400	53.0%	74.5%	74.9%	62.0%	$ 5,400	53.0%
WDA 17	76.0%	75.0%	62.0%	$ 5,400	53.0%	76.0%	75.0%	62.0%	$ 5,400	53.0%
WDA 18	74.5%	74.9%	62.0%	$ 5,000	53.0%	74.5%	74.9%	62.0%	$ 5,000	53.0%

denotes WDA-negotiated level of performance which is different from state-negotiated level

PY 2026-2027 WIOA Youth Performance

(Definitions of Each Measure are on the Following Page)

WDA/Contact:	
E-Mail Address/Phone Number:	
Date Submitted (or Modified):	

WIOA Youth Performance Measure	PY 2026 (STATE PLANNED)	PY 2027 (STATE PLANNED)	PY 2026 (WDA PLANNED)	PY 2027 (WDA PLANNED)
Employment/Training 2nd Quarter After Exit:	**TBD**	**TBD**		
Employment/Training 4th Quarter After Exit:	**TBD**	**TBD**		
Credential Attainment:	**TBD**	**TBD**		
Median Earnings:	**TBD**	**TBD**		
Measurable Skills Gain:	**TBD**	**TBD**		

Youth team will negotiate WDA-level performance goals AFTER DEED negotiates state-level performance goals with DOL in May/June 2026. No action is needed by WDAs on this form until after performance goals are negotiated.

WIOA Youth Performance Definitions

Employment/Training 2nd Quarter After Exit: The percentage of Title I Youth program participants who are in education or training activities, or in unsubsidized employment, during the second quarter after exit from the program.

Employment/Training 4th Quarter After Exit: The percentage of Title I Youth program participants who are in education or training activities, or in unsubsidized employment, during the fourth quarter after exit from the program.

Credential Attainment: The percentage of those participants enrolled in an education or training program (excluding those in on-the-job training (OJT) and customized training) who attain a recognized postsecondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within one year after exit from the program. A participant who has attained a secondary school diploma or its recognized equivalent is included in the percentage of participants who have attained a secondary school diploma or its recognized equivalent only if the participant also is employed or is enrolled in an education or training program leading to a recognized postsecondary credential within one year after exit from the program.

Measurable Skills Gain: The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment. Depending on the type of education or training program, documented progress is defined as one of the following:

1. Documented achievement of at least one educational functioning level of a participant who is receiving instruction below the postsecondary education level;
2. Documented attainment of a secondary school diploma or its recognized equivalent;
3. Secondary or postsecondary transcript or report card for a sufficient number of credit hours that shows a participant is meeting the State unit's academic standards;
4. Satisfactory or better progress report, towards established milestones, such as completion of OJT or completion of one year of an apprenticeship program or similar milestones, from an employer or training provider who is providing training; OR,
5. Successful passage of an exam that is required for a particular occupation or progress in attaining technical or occupational skills as evidenced by trade-related benchmarks such as knowledge-based exams.

Median Earnings: The median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program.

DO NOT COMPLETE THIS BUDGET – SAMPLE FORM ONLY

Attachment 2 - 75% OSY Version

PY 2026 Budget Information Summary: WIOA Youth Formula Grant Program

(See attachment for definitions of cost categories)

WDA Number and Contact:	
E-Mail Address/Phone No:	
Date Submitted (or Modified):	

Cost Category	Carryover From PY25 *(Cannot exceed 20% of PY25 amount without waiver)*	New WIOA Funds	Total Funds Available	Estimated Expenditures 4/1/26 to 9/30/26	Estimated Expenditures 4/1/26 to 3/31/27	Estimated Expenditures 4/1/26 to 9/30/27	Estimated Expenditures 4/1/26 to 3/31/28
833 Administration ***(Cannot Exceed 10%)***	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
841 In-School Youth (ISY) Work Experience Wages/Fringe	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
825 Out-of-School Youth (OSY) Work Experience Wages/Fringe	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
872 ISY Work Experience Staff/Support Services Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
855 OSY Work Experience Staff/Support Services Costs	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
874 ISY Direct Services (Non-Work Exp.)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
877 OSY Direct Services (Non-Work Exp.)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
848 ISY Support Services (Non-Work Exp. or Training)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
862 OSY Support Services (Non-Work Exp. or Training)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
860 ISY Other Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
878 OSY Other Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
837 ISY Training and Training-Related Support Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
838 OSY Training and Training-Related Support Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total:	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Planned Percentage of NEW WIOA Funds Expended on Out-of-School Youth (Must be at least 75 percent):	**#DIV/0!**
Planned Percentage of NEW WIOA Funds Expended on Work Experience (Must be at least 20 percent):	**#DIV/0!**
Planned Percentage of NEW WIOA Funds Expended on Administration (Cannot Exceed 10 percent of total):	**#DIV/0!**
Estimated number of youth served with PY26 WIOA funds:	**0**

DO NOT COMPLETE THIS BUDGET – SAMPLE FORM ONLY

Attachment 2

SFY 2027 Budget Information Summary: Minnesota Youth Program

(See attachment for definitions of cost categories)

WDA/Provider Name and Contact:	
E-Mail Address/Phone No:	
Date Submitted (or Modified):	

Cost Category	Total Funds Available	Estimated Expenses 7/1/26 to 9/30/26	Estimated Expenses 7/1/26 to 12/31/26	Estimated Expenses 7/1/26 to 3/31/27	Estimated Expenses 7/1/26 to 6/30/27	Estimated Expenses 7/1/26 to 9/30/27
833 Administration ***(Cannot Exceed 10%)***	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
881 Youth Participant Wages and Fringe Benefits	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
885 Direct Services to Youth	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
863 Outreach to Schools (Direct Services; cannot exceed 20%)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
828 Support Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total:	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Estimated number of MYP Youth Served:	**0**
Outreach to Schools (OTS) Youth and Families Served (Note that OTS is an optional activity):	**0**
Estimated Total Number of MYP + OTS Youth and Families Served:	**0**
Estimated Cost Per MYP Participant:	**#DIV/0!**
Estimated Cost Per OTS Participant/Family:	**#DIV/0!**
Percentage Budgeted for Administration (cannot exceed 10%):	**#DIV/0!**
Percentage Budgeted for Outreach to Schools (cannot exceed 20%):	**#DIV/0!**

If your area is budgeting funds for 860 - Outreach to Schools, please provide a few sentences summarizing planned activities:

Youth Committee Information For PY 2026/SFY 2027

Provide a current Mission Statement and Work Plan for your Youth Committee.
Include a Current Youth Committee Membership List (see below for sample format). Add additional rows as needed. Indicate "Yes" or "No" in the right-hand column if the Youth Committee member is a voting member of the LWIB.

YOUTH COMMITTEE MEMBER NAME	ORGANIZATION/REPRESENTING (examples: business, education, community-based organizations, youth, parent, etc.)	Full LWDB Member?
Chair: Darren Kermes Phone Number: 952-994-5168 E-Mail: dgkermes@gmail.com	Education (private)	Yes
Member Name: Barb Dahl Phone Number: 952-496-8151 E-Mail: BDahl@co.scott.mn.us	Health and Human Services Director, Scott County	Yes
Member Name: Jim Sloan Phone Number: 651-455-0455 E-Mail: jims@local455.com	Steamfitters-Pipefitters Local 455	Yes
Member Name: Kristin Ridley Phone Number: 651-646-7833 E-Mail: kristin.oftedahl@rihmfamilycompanies.com	Rihm Kenworth	Yes
Member Name: Tim Zunker Phone Number: 952-641-9043 E-Mail: tzunker@shakopee.org	Shakopee Chamber of Commerce	No
Member Name: Andrea Grossman Phone Number: 952-891-7328 E-Mail: Andrea.Grossman@CO.DAKOTA.MN.US	Dakota County Social Services, Children and Family Services	No
Member Name: Ben Kusch Phone Number: 612-267-2760 E-Mail: ben.kusch@isd197.org	TriDistrict Career & College Readiness – Inver Grove Heights, South St. Paul, West St. Paul-Mendota Heights-Eagan	No
Member Name: Allison Chuick Phone Number: 651-423-8314 E-Mail: achuick@inverhills.edu	Dakota County Technical College	No
Member Name: Barry Davies Phone Number: 651-484-1488 E-Mail: barry@iron512.com	Ironworkers Local 512	Yes
Member Name: Noelle Meyer Phone Number: 651-399-5083 E-Mail: noelle.meyer@isd917.org	CTE Connections Liaison Dakota County Perkins Consortium Intermediate School District #917	No
Member Name: Dr. Michael Favor Phone Number: 612-859-5700 E-Mail: michael.favor@isd917.org	Intermediate School District #917	Yes
Member Name: Jodi Yanda Phone Number: 952-703-3180 E-Mail: jodi.yanda@state.mn.us	Vocational Rehabilitation Area Manager	No
Member Name: Miles Lawson Phone Number: 651-403-7025 E-Mail: miles.lawson@isd197.org	Secondary Curriculum and Gifted and Talented Coordinator, West St. Paul, Mendota Heights - Eagan Schools (ISD197)	No
Member Name: Holly Oppegard Phone Number: 612-258-8194 E-Mail: Holly.Oppegard@mysticlake.com	SMSC Gaming Enterprise/Mystic Lake Casino	Yes
Member Name: Mike Toepfer Phone Number: 952-447-1125 E-Mail: mike@cal-texelectric.com	Cal-Tex Electric, Inc.	Yes

Youth Service Provider Information For PY 2026/SFY 2027

Provide an updated list of all current youth service providers (see below for sample format). The information provided in this chart will be posted on the DEED website. Please be sure that the contact person's name, phone number and e-mail address are entered correctly for each service provider. Add additional rows for additional providers as needed.

HIRED, Inc. 217 Fifth Avenue North – Third Floor Minneapolis, MN 55401 Julie Brekke 612-287-1361 Julie.Brekke@HIRED.org www.hired.org WIOA Youth services in Dakota County	**Yes No** In-School? [X] [ ] Out-of-School? [X] [ ]	
Scott County Employment & Training Government Center West 200 Fourth Avenue West, GW-200 Shakopee, MN 55379 Jennifer Schwarz 952-496-8474 jschwarz@co.scott.mn.us Services in Scott County	**Yes No** In-School? [X] [ ] Out-of-School? [X] [ ]	**Yes No** Summer? [X] [ ] Year-Round? [X] [ ] OTS*? [X] [ ]
Tree Trust 1419 Energy Park Dr. St. Paul, MN 55108 Jared Smith 952-767-3880 jareds@treetrust.org http://treetrust.org/ MYP services in Dakota County		**Yes No** Summer? [X] [ ] Year-Round? [X] [ ] OTS*? [X] [ ]

Attachment 1
Workplan: Youth Program Service Delivery Design
(Includes WIOA Young Adult and MYP)

IMPORTANT NOTE: The narrative section covers PY 2026 WIOA Young Adult and SFY 2027 for MYP. Please provide an answer after each question. This information becomes a part of both grant agreements with DEED.

1. Attach a copy of the most recent Request for Proposal(s) (RFP) issued by the WDA for WIOA Young Adult and the Minnesota Youth Program, as appropriate. **If the LWDB has determined there is an insufficient number of eligible youth service providers based on Section 123(b) of WIOA law, please include a copy of appropriate board minutes and/or resolution stating as such.**

   Dakota County conducts competitive procurements for youth services on a 5-year cycle. The most recent RFPs were issued November 2025 for WIOA Youth (HIRED selected) and June 2025 for MYP (Tree Trust selected); a copy of the most recent RFPs is attached.

   Scott County provides youth services in-house.

2. Describe outreach and recruitment of:
   - Out-of-School Youth ("OSY")
   - In-School Youth ("ISY")

   Dakota and Scott Counties utilize a coordinated, multi-system outreach strategy that leverages longstanding partnerships with schools, county agencies, and community-based organizations to effectively recruit youth for both MYP and the WIOA Youth Program. Our outreach approach emphasizes relationship-building, visibility in youth-centered environments, and ongoing communication with referral partners. Word-of-mouth referrals remain a key strength of our programs, supported by strong engagement community partners and county staff. Program updates, eligibility information, and enrollment timelines are shared consistently with school staff and agency partners to ensure timely and accurate information. Youth program updates are also presented to the Dakota-Scott Workforce Development Board and its committees to expand awareness and outreach.

   Scott County maintains scheduled onsite hours at Tokata Learning Center and the Scott County Juvenile Alternative Facility, where a youth counselor meets directly with youth to provide information on career exploration, occupational training, work experience opportunities, and work-readiness services.

   Additionally, Dakota County service partners such as Hired and Tree Trust actively conduct recruitment at Teen Job Fairs where they promote MYP and WIOA youth offerings to both OSY and ISY.

In the past, Dakota County has collaborated with its Communications team to produce short videos highlighting youth employment programs, success stories, and available services. These videos are shared through social media, email communications, and county newsletters to broaden outreach. An example featuring program participants can be viewed here: https://youtu.be/dEQdP4ogSl8.

Out-of-School Youth (OSY)

The counties have developed strong referral pipelines with corrections, probation, social services, housing programs, and youth-serving organizations, resulting in consistent outreach to OSY. Key recruitment strategies include:

- *Social Services: Staff refer youth who are truant, in foster care, experiencing housing instability, or otherwise disconnected from education and employment.*
- *Youth-Serving Agencies: Outreach is conducted with TreeHouse (Eagan, Lakeville/Farmington, Chaska, Shakopee), Lincoln Place, The Link, Hubert H. Humphrey Job Corps, and other community organizations to share program information.*
- *Dakota County Re-Entry Assistance Program (RAP): RAP provides referrals for justice-involved youth; Scott County participates on the RAP team and receives referrals for older youth.*
- *Community Corrections: Probation officers promote employment readiness and life-skills training and regularly refer both in-school and out-of-school clients.*
- *Juvenile Services and Sheriff's Office: Staff participate in onsite events, including career fairs, work-readiness sessions, and mock interviews.*
- *CareerForce: Youth visiting CareerForce receive information on MYP, WIOA Youth, Vocational Rehabilitation Services, and related resources.*
- *Income Maintenance Programs: Financial assistance programs provide referrals for youth who may benefit from employment and training services.*
- *CAP Agency: Supports youth experiencing homelessness and refers them to workforce programs.*
- *Online Platforms: Youth program details are accessible on county websites and social media channels.*
- *Adult Basic Education (ABE): ABE, GED, and ELL programs refer qualifying youth who are seeking employment or training opportunities.*
- *CORE Drop-In Center: Connects unsheltered and transient youth with employment, housing, and basic needs resources, including workforce referrals.*
- *Scott County Juvenile Alternative Facility: Staff provide ongoing career exploration, training guidance, work experience opportunities, and work-readiness support.*

In-School Youth (ISY)

While outreach to ISY continues, recruitment is intentionally limited due to WIOA's emphasis on serving OSY. The counties maintain strong partnerships with schools to ensure coordinated services for eligible ISY. Engagement strategies include:

- *Alternative Learning Centers: Collaboration occurs prior to each school year to identify youth who may benefit from MYP or WIOA Youth services.*
- *Career Events and Workshops: County staff and service providers participate in school-hosted career fairs, classroom presentations, and career-focused workshops that allow direct connections with youth.*
- *CareerForce Tours: Schools regularly tour Dakota-Scott CareerForce locations to learn about local labor market opportunities and youth services.*
- *Promotional Materials: Flyers and posters are displayed at CareerForce locations, school career centers, libraries, and other youth-frequented community spaces.*
- *Direct Engagement: Career counselors meet with youth in schools and community locations to build rapport, discuss individualized goals, and provide program information.*
- *Dakota County Community Transition Interagency Committee (CTIC): Participation in CTIC strengthens connections between parents, educators, social services, advocacy organizations, and employment providers to support smooth transitions for youth with disabilities.*
- *Tree Trust Open Houses: Tree Trust hosts public recruitment events that highlight work readiness and work experience programs.*

3. Describe eligibility determination process, including the WDA's strategy for use of the "5% window" for all ISY and affected OSY participants whose income exceeds limits (reminder: up to 5% of ISY and OSY participants (who require income eligibility) served by WIOA Young Adult program may be individuals who do not meet the income eligibility requirements, provided they fall within one or more of the categories described in WIOA Sec. 129 (C). See Chapter 2 of the WIOA Youth Administrative Policy).

   Dakota and Scott Counties follow a straightforward process to determine eligibility for MYP and WIOA Youth programs. Youth can access applications through alternative schools, CareerForce locations, and community partners. Once an application is submitted, a counselor reaches out to schedule an intake meeting. During that meeting, the counselor gathers the documentation needed to confirm income, school status, and qualifying barriers. Information may also be requested from parents, schools, or other public programs the youth is already connected to. When possible, we use existing documentation to avoid duplication.

   All eligibility decisions follow DEED's WIOA Youth Policies and Data Validation Guidelines. Required documents are entered into WF1.

   The WDA uses the 5% exception only when necessary. While the policy allows us to serve a small number of income-ineligible ISY and OSY who meet one of the WIOA barrier categories, most youth referred to us already meet standard eligibility because they face significant educational or employment challenges. The exception is typically considered only when a youth is slightly over income but clearly meets one or more of the required barrier categories.

If a youth does not meet WIOA eligibility requirements and cannot be served under the 5% window, staff provide referrals to community agencies, education programs, and county services that can better meet their needs. We ensure that all youth receive guidance and support, even if WIOA is not the right fit.

4. Identify the WDA's definition of "An individual who requires additional assistance to complete an education program or to secure and hold employment." The definition must be reasonable, quantifiable, and based on evidence that the specific characteristic of the participant identified objectively requires additional assistance. See Chapter 2 of the WIOA Youth Administrative Policy.

   Dakota and Scott Counties define "an individual who requires additional assistance" as a youth who has been unemployed for at least six consecutive months and has not earned a post-secondary credential. This definition is quantifiable, aligns with common indicators of labor market disconnection, and demonstrates that the youth's circumstances objectively require additional support. Counselors apply this definition consistently and document its use in WF1 case notes.

5. Per WIOA Law, Section 3(5) and WIOA Final Rules at 20 CFR 681.290, the U.S. Department of Labor defines an individual as ''basic skills deficient'' if he or she—
   a. has English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or
   b. is unable to compute or solve problems, or read, write, or speak English at a level necessary to function on the job, in the individual's family, or in society.

   All Minnesota WDAs are required to include the definition of "basic skills deficient" in their local youth plans. Please provide any additional local policy that defines "basic skills deficient" differently from existing federal policy, or indicate if your local policy will mirror existing federal policy as shown above.

   The Dakota-Scott local policy mirrors the federal definition of "basic skills deficient" as outlined in WIOA Law. No additional local criteria are used beyond the federal standards listed above.

6. Describe the objective assessment process used to identify appropriate services and potential career pathways for young adults. Identify the assessment tools used by the WDA for all in-school and out-of-school participants.

   Dakota and Scott Counties use a structured objective assessment process to identify each participant's strengths, barriers, and potential career pathways. All youth—both ISY and OSY—complete a series of assessments during intake and early participation.

   *• **Initial Assessment:** Conducted at intake to identify immediate needs, goals, barriers, and appropriate services.*
   *• **Career and Interest Assessments:** Tools such as What Career Fits You, My Next Move, and the Minnesota Careers Interest Assessment help youth explore career interests, understand required education and training, and review labor market information.*
   *• **Objective Skills Assessment:** Counselors review academic levels, work history, basic*

and occupational skills, aptitudes, supportive service needs, and developmental needs. This information helps determine the most appropriate services and career pathways. Assessment results directly inform the development of the Individualized Service Strategy (ISS). The ISS outlines culturally responsive services, career exploration activities, and steps that link education and training to in-demand occupations.

When needed to document "basic skills deficient" status for WIOA eligibility, Dakota and Scott Counties use standardized assessments including TABE, GAIN, WRAT4, or CASAS. For in-school youth, math and reading information is typically obtained directly from the school. Counselors coordinate with school personnel to address any identified skill gaps, many of which are already being supported within the school setting.

7. Describe process for developing the Individual Service Strategy (ISS) and use of the Individualized Education Plan (IEP), including provision of wraparound support services. If your WDA/service provider(s) incorporate "Guideposts For Success" with some (or all) of your participants, please discuss when and how it is used.

   The ISS is developed immediately after the Objective Assessment is completed. Counselors use the assessment results to identify each participant's goals, strengths, barriers, and needed services. The ISS documents a youth's employment and education history, life skills, and specific steps required to reach their short- and long-term goals. Progress toward these goals is reviewed regularly and updated in WF1.

   For in-school youth with an Individualized Education Plan (IEP), program staff request copies from the school and include them in the participant file. Staff often participate in IEP meetings and coordinate with special education personnel, Vocational Rehabilitation Services, and other partners to ensure alignment between school transition planning and WIOA services. This collaboration strengthens service coordination and supports successful outcomes.

   Wraparound supports—such as tutoring, transportation assistance, work readiness services, and referrals to community resources—are provided as needed to help youth overcome barriers and remain engaged.

8. Describe your strategy for providing integrated experiential learning, work-based learning, and work experience for participants.

   Dakota and Scott Counties offer a wide range of hands-on, work-based learning opportunities to help youth build work readiness skills, explore careers, and gain meaningful employment experience. These opportunities include YouthBuild projects, school-year and summer employment, pre-apprenticeships, job shadowing, private-sector internships, and subsidized work experience placements.

Digital literacy is an ongoing focus of our work-based learning strategy. Youth receive support in developing skills such as using Microsoft Office tools, navigating online job searches and applications, using virtual communication platforms, and developing artificial intelligence (AI) skills.

Program counselors continually engage employers and community partners to expand the number and variety of available worksites that provide high-quality, structured learning and exposure to career pathways.

The Youth Committee also supports several career exploration initiatives, including the Career Success – Outdoor Career Academy (in partnership with Dakota County Parks, Social Services, and Community Corrections), Construct Tomorrow, and Teen Hiring Events. These activities help youth explore occupations, gain exposure to industry partners, and learn about education and training routes aligned with regional workforce needs.

9. Describe your strategy for introducing Career Pathways for young adults and process for providing current labor market information on high-growth, in-demand occupations in the region.

Dakota and Scott Counties introduce career pathways by consistently incorporating current labor market information (LMI) and career exploration tools into the assessment, planning, and service delivery process. Youth providers regularly use state and regional LMI resources to guide conversations about high-growth, in-demand occupations and to help youth make informed decisions about training and employment.

Career pathway planning begins during the Individual Service Strategy (ISS) process, where counselors work with each youth to identify career interests, training needs, and supportive services. Training plans are tied to demand occupations and supported by resources such as the Eligible Training Provider List (ETPL), updates from Workforce Strategy Consultants, and staff professional development.

Career assessments, including MN Careers, What Career Fits You, My Next Move, and other interest inventories, are used to identify potential pathways. Counselors then review education requirements, job outlook, wage information, and local job openings with the youth to refine goals and inform ISS development.

Tree Trust's Career Pathways programs further support youth by providing transferable work skills, employment readiness training, and access to industry-recognized credentials.

Both counties integrate regional workforce information through the Dakota-Scott Workforce Development Board and Youth Committee. DEED's Regional Labor Market Analysts regularly present data on the regional economy, skills gaps, and future employment trends, which informs program planning.

Additional career pathway exposure is provided through activities such as the Career Success – Outdoor Career Academy, Construct Tomorrow, Teen Hiring Events, and employer-education engagement events held in 205-2026. These initiatives highlight local opportunities, labor market demand, and partnerships that support youth transitions into employment.

CareerForce locations also play a key role by hosting school tours, sharing LMI resources, and participating in school-based presentations and career events. Monthly "Who's Hiring Youth" newsletters include job outlook and demand information to keep youth informed of emerging opportunities.

10. Describe the strategies used to provide financial literacy training to youth participants.

Dakota and Scott Counties incorporate financial literacy training as a core component of youth services. Training is provided through a combination of direct instruction, guided online learning, and practical application during work experiences. Key topics include budgeting, banking, saving, understanding paychecks, taxes, financial aid, and responsible use of credit.

Each participant has different needs regarding financial literacy. Hired has helped clients open checking and savings accounts, develop budgets, discuss credit, and unsecure/secure credit cards. Staff have been able to take advantage of the Junior Achievement Financial Literacy courses that offer practical skills regarding financial decisions. The Fool Proof Movement Foundation has also been a great resource for financial literacy. Hired also has a Financial Wellness Program where participants can co-enroll and receive one-on-one guidance from a Hired Financial Coach.

Counselors introduce financial literacy concepts during the development of the ISS and integrate them into career and work-readiness activities. Youth also receive training through structured workshops and online tools such as FDIC's Money Smart, Hands on Banking, and other age-appropriate financial education resources. Financial literacy is reinforced through work-based learning and paid work experiences, where staff review pay stubs, discuss wage calculations, and help youth apply budgeting skills to real earnings. When relevant, youth are also connected to community partners that offer additional financial coaching or credit building resources. These strategies ensure that all youth gain foundational financial skills needed to support long-term employment stability and informed decision-making.

11. If applicable, attach a copy of the WDA's policy for developing Individual Training Accounts (ITAs) and indicate the date approved by the LWDB/Youth Committee. Indicate if your WDA will be using Minnesota's waiver to allow use of ITAs for In-School Youth, ages 16-21.

Scott County and Dakota County do not plan to use ITAs.

12. Describe follow-up strategies (including provision of supportive services) for the WIOA Young Adult program and discuss any policy relating to extending beyond the statutory requirement of offering follow-up for at least 12 months after exit.

    All WIOA Youth participants receive follow-up services for a minimum of 12 months after program exit. These services are documented in WF1 and supported through case notes. Counselors use multiple communication methods—including phone, email, text, mail, and in-person contact—to stay connected with youth during the follow-up period.

    Youth are informed that they may continue to reach out to their counselor after exit and may re-enroll if their circumstances change and they need additional support. Supportive services may be provided during follow-up when funding allows, though such instances are limited due to resource constraints.

    Dakota-Scott follows federal follow-up requirements and does not currently extend follow-up beyond the 12-month statutory period.

13. Describe the Youth Incentive Policy and attach a copy of the most recent version approved by your LWIB/Youth Committee. Refer to 2 CFR 200.438 and Chapter 18 "WIOA Youth Cost Matrix" for additional background.

    Dakota–Scott provides incentives to eligible WIOA Youth participants as recognition for achieving specific, measurable milestones connected to academic progress, work readiness, and employment success. Incentives are used to reinforce positive engagement and support youths' progress toward the goals identified in their Individual Service Strategy (ISS).

    Incentives are tied to documented achievements. They are not provided as emergency assistance or as a substitute for supportive services. Youth who require emergency or basic needs assistance are referred to appropriate community resources and service providers.

    A copy of the most recently approved Youth Incentive Policy, as adopted by the Dakota-Scott Workforce Development Board/Youth Committee, is attached.

14. Discuss your policy and practices relating to providing supportive services to participants. (Attach a copy of your WDA's Supportive Service Policy for Youth)

    Supportive services are provided to WIOA Youth participants when necessary to help them overcome barriers that interfere with successful participation in career, training, or work-based learning activities. Supportive service needs are identified during the creation of the ISS and throughout ongoing case management. The ISS outlines the participant's goals, required steps, and the combination of services—including supportive services—needed to achieve those goals.

    Supportive services may include referrals to community resources (such as food shelves, housing programs, or transportation assistance) or direct program-funded support when

appropriate. All supportive services are provided on a case-by-case basis, depend on participant need, and are subject to available funding. Counselors document supportive service decisions in WF1 and case notes. Management communicates budget limits and guidelines to staff to ensure consistent and appropriate use of funds.

The Dakota–Scott Workforce Development Board reviews and approves the Supportive Services Policy annually. A current copy is attached.

15. Describe the strategies used to address transportation barriers for youth participants.

Dakota and Scott Counties use several strategies to help WIOA Youth participants overcome transportation barriers that may limit their ability to engage in program activities, training, or employment. Transportation needs are identified during intake, the Objective Assessment, and ongoing case management, and supports are provided based on individual circumstances and program guidelines.

Key strategies include:
• Supportive Services: When appropriate and allowable, youth may receive program-funded assistance such as bus passes, mileage reimbursement, gas cards, or short-term ride assistance. All supports are provided on a case-by-case basis and documented in WF1.
• Referral to Community Resources: Counselors connect youth to local transportation programs, nonprofit services, reduced-fare transit options, and county or school-based transportation supports when available.
• Strategic Worksite Placement: Whenever possible, staff match youth to work experience sites, training providers, or employment opportunities accessible by public transit or close to their residence.
• Coordination with Schools and Partners: For in-school youth, counselors collaborate with school transition staff and special education teams to align transportation planning with school services when applicable.
• Flexible Scheduling: Providers work with employers, training programs, and youth to create schedules that reduce transportation challenges or allow shared rides when feasible.

Hired combines strategies that provide immediate and targeted assistance, ensuring that transportation is not a barrier to program participation. We offer a variety of support services that ensure direct, short-term transportation support with things like Metro Transit passes, gas cards, as well as Uber/Lyft support for those without reliable transportation or who may not feel safe on public transportation. Hired counselors also transport young people in their personal vehicles and/or meet them at a location close and convenient for them to get to safely. Transportation is embedded in the ISS process to ensure it is not an afterthought but a core component of the youth's ISS plan.

These strategies ensure that transportation barriers do not prevent youth from fully participating in career exploration, training, work experience, or employment activities.

Tree Trust provides transportation for MYP participants during summer youth employment.

16. If applicable, describe how stipends will be used for participants and attach a copy of your WDA's Stipend Policy.

    Dakota–Scott may provide stipends to WIOA Youth participants as a way to encourage and support engagement in approved education, career, or training activities. Stipends and incentives are intended to motivate participants to achieve the goals and positive outcomes outlined in their ISS. They are not meant to serve as emergency assistance, and youth requiring such support must be referred to appropriate resources. To receive monetary stipends or incentives, youth must have work authorization. A copy of the current Stipend Policy is attached to this plan.

17. Describe how co-enrollments will be facilitated for youth, including a summary of all funds that are "braided or blended" with participants beyond WIOA Youth Formula Grant funds and MYP funds.

    Dakota and Scott Counties use co-enrollment to expand services and maximize resources for youth. When appropriate, older Out-of-School Youth may be co-enrolled in the WIOA Adult Program to access additional training and tuition support. This allows blended/braided WIOA Youth, WIOA Adult, and MYP funds to meet individual needs.

    Scott County also partners with Southwest Metro Intermediate School District 288 on the YouthBuild program. The district provides program oversight and instruction, while the County funds wages, fringe, and workers' compensation for YouthBuild participants. This blended funding model strengthens hands-on learning and credential opportunities for youth.

    Counselors coordinate and document all co-enrollments in WF1 to ensure seamless service delivery.

18. Describe local partnerships to serve "opportunity youth" who have significant barriers to employment and/or youth who are under-served and under-represented in the workforce, including:

    Dropouts and potential dropouts
    Dakota-Scott maintains strong relationships with alternative schools, which frequently refer students who are dropping out or at risk of dropping out. Youth counselors work directly with school staff to re-engage these students and connect them to services.

    Youth with language and/or cultural barriers to employment
    Providers partner with schools and community organizations serving immigrant and English language learner youth. Staff encourage referrals from these partners and provide individualized support to address cultural and language barriers. Due to

program size, services are tailored to each youth rather than delivered through group-specific models.

Youth in foster care and aging out of foster care
Both counties collaborate closely with County Foster Care units, which routinely refer youth—especially those preparing to age out. Dakota County also partners with Lincoln Place, a supportive housing program for youth transitioning out of foster care.

Homeless youth or runaways
Staff collaborate with CORE, Safe Haven for Youth, Harbor Shelter, Oasis for Youth, and county housing programs to identify and support homeless youth. Scott County also receives referrals through alternative schools, County Housing, and the CAP Agency. While this population can be difficult to locate consistently, staff continue active outreach to connect them to services.

Youth offenders and at-risk of involvement with the juvenile justice system
Both counties have longstanding relationships with juvenile probation and corrections. Referrals come from probation officers, and services often incorporate employment readiness and life-skills development. Dakota County also offers the Career Success program, which provides assessments, worksite tours, community service, and employment-related skill building—including First Aid/CPR—for youth involved in the justice or child welfare systems.

Youth with disabilities
Dakota-Scott maintains strong partnerships with DEED Vocational Rehabilitation Services and the Community Transition Interagency Committee (CTIC), both of which are represented on the Youth Committee, as well as with local school district transition programs. Tree Trust staff are trained to support youth with disabilities in work-based learning settings, and these well-established connections ensure coordinated planning and high-quality service delivery for youth with disabilities.

Teen parents
Youth counselors receive referrals from MFIP and alternative schools serving minor parents. Co-enrollment allows teen parents to access both employment services and family stabilization resources.

Youth of color and other under-served, under-represented youth populations
Dakota and Scott Counties collaborate with local schools, community-based organizations, and culturally specific programs serving youth of color and other under-represented groups to ensure access to employment, training, and support services.

19. Describe how the Work Readiness Indicator will be implemented for youth participants and whether this is used for WIOA participants, MYP participants, or both. If the WDA uses a standardized form for measuring and documenting work readiness skills, please attach a copy.

The Work Readiness Indicator is used for both WIOA Youth and MYP participants in Dakota and Scott Counties. Work readiness skill development is incorporated into program activities, case management, and work experience placements, and is documented using agency-specific evaluation tools and WF1 case notes.

Approach to assuring work readiness skill attainment for youth participants
• Dakota–Hired: *During one-on-one meetings, counselors build rapport, identify interests, and track work readiness goals through the ISS. Youth are encouraged to participate in Hired's Corridors to Careers (C2C) program, an earn-and-learn cohort model focused on work readiness.*
• Tree Trust: *Work readiness skills are developed through project-based learning, peer interaction, and daily mentoring from Crew Leaders and Employment Coaches. Supervisors provide ongoing feedback using worksite evaluations, raise assessments, progressive discipline forms, and recognition forms. Skills emphasized include attendance, punctuality, initiative, communication, teamwork, critical thinking, quality of work, and safety.*

Approach to assuring that the worksite supervisor evaluates work readiness skills of youth participants, including a process for documenting the employer's evaluation
• Dakota–Hired: *Worksite supervisors complete a youth performance evaluation for each internship or work experience participant. Results are shared among the supervisor, counselor, and participant. Counselors also maintain regular communication with supervisors to monitor progress and address any concerns.*
• Tree Trust: *Crew Leaders use the Work Readiness Tool early in the program and again near completion to assess growth and inform ongoing coaching.*
• Scott County: *The Work Readiness Indicator is printed on the back of every timesheet for WIOA and MYP youth. Supervisors are encouraged to complete it biweekly so progress can be tracked. Counselors and supervisors review results with the participant to reinforce strengths and address areas needing improvement.*

20. If the WDA is planning to provide Outreach to Schools activities as a component of MYP in SFY 2027, please provide an overview and anticipated goals/objectives.

    Due to the return to a lower baseline funding level, neither Dakota County nor Scott County plans to use SFY 2027 MYP funding for Outreach to Schools activities.

21. Describe Youth-Focused Innovations/Best Practices, including (but not limited to):
    - **Attach the Shared Vision for Youth Blueprint to identify local interagency partnerships which serve the neediest youth and address the "opportunity gap", "achievement gap", and disparities in the workforce. (See attachment 4)**

    - **Private sector internships, on-the-job training, mentoring, job shadowing, pre-apprenticeship, or apprenticeship training.**

    Shared Vision for Youth Blueprint
    Dakota-Scott participates in local interagency partnerships that support the region's

most vulnerable youth and address disparities, the opportunity gap, and the achievement gap. (Shared Vision for Youth Blueprint attached.)

• Private sector internships, on-the-job training, mentoring, job shadowing, pre-apprenticeship, or apprenticeship training
Youth gain hands-on construction experience through Scott County YouthBuild, which also provides a 10-hour OSHA certification.

In Dakota County, Tree Trust offers mentoring and work-based learning in landscaping and outdoor construction through its Summer Youth Employment Program. Employment Coaches work with youth on career exploration and next steps after program completion.

Most subsidized placements are in nonprofit or government settings, while unsubsidized placements occur with private-sector employers who commonly hire youth. The WDA also continues to expand relationships with employers through hiring events, job fairs, and limited internship opportunities.

• Pre-Employment Transition Services (PRE-ETS)
Not currently used.

• Strategies implemented through the Disability Employment Initiative
Dakota-Scott maintains strong partnerships with local alternative and transition schools, CTIC, and DEED Vocational Rehabilitation Services. Youth counselors collaborate with school staff to integrate employment-focused content such as applications, resumes, and interviewing. VR Services is an active partner, frequently referring youth and participating in community events such as Teen Job Fairs.

Connections with child welfare agencies and foster care programs continue to strengthen, with a focus on complementing existing services and improving transitions for youth involved in these systems.

• Strategies for coordinating with after-school and out-of-school time programming
Staff participate in CTIC meetings, IEP conferences, and collaborate with school transition programs to align after-school and out-of-school opportunities with youth employment services.

• Connections with MFIP and SNAP partners
Dakota and Scott Counties conduct quarterly case reviews and outreach to identify Out-of-School Youth under age 25 receiving MFIP or SNAP who may benefit from youth program services. Co-enrollment ensures alignment between WIOA Youth, MFIP, and SNAP Employment & Training requirements.

22. Describe the WDA's approach to making each of the 14 required youth Program Elements available to participants in WIOA [P.L 113-128, Sec 129(c)(2) and individually defined and discussed in the final rules at 20 CFR 681.460] by completing the WIOA

Youth Program Elements Checklist below. Also respond to the following for each of the 14 required elements:

a. **If the element is provided by another agency (or agencies) describe how the WDA ensures participants are receiving appropriate service levels.**

b. **Summarize whether or not WIOA youth funds are used, and/or other funding sources are braided or blended to offset some (or all) of the cost of delivering that particular service.**

c. **Summarize how the required program element is delivered to participants and any "best practices" associated with that element.**

All WIOA and MYP participants develop an ISS based on the objective assessment completed at enrollment. The ISS identifies each youth's education, employment, and life-skills goals and specifies which of the 14 program elements will be provided. The ISS is jointly developed with the youth, updated as needed, and used to coordinate services across providers, schools, employers, and community partners. Copies of IEPs for in-school youth are requested and kept on file.

Dakota–Scott ensures access to all 14 elements through direct delivery (Scott County), contracted services (HIRED and Tree Trust), and referrals to community agencies. When elements are provided by another agency, counselors verify participation and document progress in WF1. WIOA Youth funds, MYP funds, and WIOA Adult funds (for eligible co-enrolled older OSY) may be braided as appropriate.

All program elements are delivered to support skill gains, high school completion, credential attainment, employment placement, and retention.

Program Element 1: Tutoring, study skills training, and dropout prevention
Counselors coordinate with school staff to review attendance and grades, discuss academic progress with youth, provide GED preparation information, and coach youth on time management and study habits.

Program Element 2: Alternative secondary school services or dropout recovery
Youth are referred to local alternative learning centers and Adult Basic Education programs for credit recovery and diploma/GED completion. Providers assist youth in identifying programs aligned with their needs.

Program Element 3: Paid and unpaid work experience
HIRED and Scott County deliver 10–12-week paid work experiences. HIRED partners with Wildflyer, World Youth Connect, La Tinta Chicano, YMCA, Elpis Enterprises, and Hope Fieldhouse. Scott County partners include the CAP Agency, SW Metro Educational Cooperative, the Scott County Historical Society and the Scott County Public Libraries.

Program Element 4: Occupational skill training
Training options include CNA, phlebotomy, auto technician, cosmetology, IT, forklift certification, hospitality, culinary, green construction, and other high-demand fields.

Program Element 5: Education offered concurrently with workforce preparation and training
Counselors use assessment results to guide discussions about educational pathways and connect youth with working professionals for informational interviews.

Program Element 6: Leadership development opportunities
Youth have participated as speakers at HIRED and Dakota–Scott events and in video projects highlighting program outcomes. Counselors also connect youth to community support groups such as mental health or recovery programs when appropriate.

Program Element 7: Supportive services
Youth may receive assistance with work clothing, birth certificates, identification, bus/light rail cards, and gas cards. Services are documented in WF1 and provided on a case-by-case basis.

Program Element 8: Adult mentoring
Counselors provide mentoring during participation and for at least 12-months after exit, focusing on soft skills, education, career planning, and work behaviors.

Program Element 9: Follow-up services
Staff maintain contact for the required 12-month follow-up period through calls, texts, email, and in-person meetings.

Program Element 10: Comprehensive guidance and counseling
Staff provide individualized, trauma-informed guidance and counseling to support youths' personal, academic, and stability needs – helping them access public benefits, housing resources, education planning, financial literacy, driver's education, life and soft skills development, employment readiness, and digital literacy.

Comprehensive guidance also includes support for mental health and substance use concerns. Hired's Employment Counselors are trained in Trauma-Informed Care and can provide supportive counseling directly when appropriate. When a young person requires services that must be delivered by licensed mental health or chemical health professionals, staff refer them to qualified providers. The counties' strong partnerships with community organizations and nonprofit agencies ensure counselors can quickly connect youth to responsive resources that align with their individual needs.

Program Element 11: Financial literacy education
Youth receive support in budgeting, opening bank accounts, understanding credit, and accessing secured/unsecured credit. HIRED uses resources such as The Mint,

Practical Money Skills, and a financial wellness coach; Scott County uses Money Smart and other tools.

Program Element 12: Entrepreneurial skills training
Counselors help youth explore business ownership, develop basic business plans, and connect with entrepreneurs through HIRED's network.

Program Element 13: Labor market information
Career assessments (What Career Fits You, MN Careers, My Next Move, CAREERwise) inform career exploration. Counselors review job outlooks, wages, required training, and local demand using state and regional LMI.

Program Element 14: Postsecondary preparation and transition activities
Counselors help youth schedule college tours, complete FAFSA, explore scholarships, and understand opportunities such as "Power of You." Staff accompany youth to college admissions and financial aid offices when needed.

23. Describe the local WDA approach to monitoring the provision of WIOA Youth services and service providers (as applicable).

Dakota–Scott WDA uses a comprehensive monitoring system to ensure high-quality and compliant WIOA Youth services. Staff conduct regular case file reviews, checking eligibility, documentation, ISS updates, and service accuracy within WF1. Supervisors and program leads use these reviews to confirm alignment with WIOA requirements and support continuous improvement.

Contracted providers and county partners participate in scheduled check-ins, site visits, and performance discussions. Fiscal staff monitor expenditures and cost allocation to ensure proper use of WIOA funds.

Youth service providers submit monthly data and narrative reports to Dakota County staff and the Dakota-Scott Youth Committee. These reports track enrollment, services, outcomes, and spending, and support program oversight during monthly Youth Committee meetings.

The DEED Youth Monitoring Guide provides the framework for local monitoring and technical assistance. Findings from file reviews, fiscal monitoring, provider reporting, and committee oversight are used to address issues promptly and strengthen program quality and compliance. When issues are identified, corrective actions and timelines are communicated in writing, and follow-up reviews are documented to verify resolution.

24. Describe how your WDA incorporates industry-driven strategies in youth programming:
    a. How does your WDA gather feedback from industry leaders to create job and skill development strategies for young people in the WIOA Youth program?
    b. How does your WDA use data to check how effectively the strategies are working to help young people build career pathways?

c. How does your WDA make sure that the training and job opportunities for WIOA Youth participants fit the needs of local businesses?
d. What partnerships does your WDA have with local businesses or organizations to help support the sector strategies for the WIOA Youth program?

Dakota–Scott WDA incorporates industry-driven strategies by aligning youth services with local labor market needs and employer feedback.

a. Dakota and Scott Counties gathers employer input through sector partnership meetings, Business Services outreach, employer roundtables, and direct communication with businesses hosting work experiences. Feedback is used to guide training priorities, career exploration, and workplace readiness activities.

b. Though reviewing DEED labor market data, regional talent pipeline reports, and program outcomes—such as work experience completions, credential attainment, and placement data—to assess the effectiveness of youth strategies and adjust direction as needed.

c. Training and job opportunities are aligned with employer demand through collaboration with the Business Services team, labor market analysis, and employer-verified skill requirements. Work experiences, pre-apprenticeships, and short-term trainings are developed based on real hiring trends in high-growth sectors.

d. Key partnerships include local employers, chambers of commerce, economic development organizations, Minnesota State Colleges and Universities, and industry groups. These collaborations expand work experiences, support sector strategies, and connect youth to industry-informed career pathways.

WIOA Youth Program Elements Checklist

D = Dakota County S = Scott County Program Element	How Each Program Element is Offered						Notes *Also see separate attachment *Dakota/HIRED – Implementation of the 14 Program Elements in Programming*	How program element is coded and entered in MIS
	In House	Partner Agreement			Provider Name(s)	Supporting Documentation		
		Contract	MOU	Other				
1. Tutoring, study skills training, instruction, and dropout prevention	X (S)	X (D)			Hired (D)	Case Notes		Related WF1 Activity; Basic Skills Training, Study Skills Training/Tutoring
2. Alternative secondary school services or dropout recovery services	X (S)	X (D)			Hired (D)	Case Notes		Related WF1 Activity; Alternative Secondary School Services
3. Paid and unpaid work experiences	X (S)	X (D)			Hired (D)	Case Notes Internship Paperwork/Timesheets		Related WF1 Activity; Work Experience, Pre-Apprenticeship
4. Occupational skill training	X (S)	X (D)			Hired (D)	Case Notes Registration/Skill Progression		Related WF1 Activity; Occupational Skills Training
5. Education offered concurrently with workforce preparation for a specific occupation	X (S)	X (D)			Hired (D)	Case Notes		Related WF1 Activity; Workforce Preparation and Education
6. Leadership development opportunities	X (S)	X (D)			Hired (D)	Case Notes		Related WF1 Activity; Community Involvement & Leadership Development
7. Supportive services	X (S)	X (D)			Hired (D)	Case Notes/Obligation Forms/Receipts/Invo		***Related WF1 Activity; Managed separately in WF1; Not an Activity***

						ices/Request forms		
8. Adult mentoring	X (S)	X (D)			Hired (D)	Case Notes/Check stubs (if available)		Related WF1 Activity; Mentoring
9. Follow-up services	X (S)	X (D)			Hired (D)	Case Notes		***Related WF1 Activity; Managed separately in WF1; Not an Activity***
10. Comprehensive guidance and counseling	X (S)	X (D)			Hired (D)	Case Notes		Related WF1 Activity; Staff-Assisted Assessment
11. Financial literacy education	X (S)	X (D)			Hired (D)	Case Notes/Certificates of Completion		Related WF1 Activity; Financial Literacy Education
12. Entrepreneurial skills training	X (S)	X (D)			Hired (D)	Case Notes		Related WF1 Activity; Entrepreneurial Training
13. Services that provide labor market information	X (S)	X (D)			Hired (D)	Case Notes		Related WF1 Activity; Career Counseling, Labor Market/In-Demand Employment Information
14. Post-secondary preparation and transition activities	X (S)	X (D)			Hired (D)	Case Notes		Related WF1 Activity; Transition to Post-Secondary

Attachment 1H
Workplan: Youth Program Service Delivery Design Addendum to Enhance Services to In-School Youth (ISY) Who Are Homeless or in Foster Care (Applies to WIOA Youth funded programs ONLY)

IMPORTANT NOTE: The waiver granted by the U.S. Department of Labor to the State of Minnesota allows WDAs the option to enhance services to homeless, in-school youth and foster care youth who are in school and reduce the statutory requirement for OSY expenditures from 75 percent to 60 percent. If your WDA plans to implement this waiver please complete the following questions.

Questions to be completed:

1. Please describe your WDA's strategies for outreach and recruitment of homeless in-school youth and/or in-school youth in foster care.

2. Identify school district(s) you would anticipate working with to recruit homeless, in-school youth and in-school foster care youth.

3. What services would you anticipate may need to be provided above and beyond what you are already offering?

N/A

4. MINNESOTA BLUEPRINT FOR SHARED VISION FOR YOUTH

5. Interagency Projects Supporting Positive Outcomes for At-Risk Youth

6. **Vision:** "By age 25, Minnesota's young people will be ready for the responsibilities and rewards of economic self-sufficiency, healthy family and social relationships, community involvement, stable housing and life-long learning."
7. ***MISSION STATEMENT: State and local agencies will collaborate to assure that Minnesota's neediest youth will acquire the talents, skills, and knowledge necessary to ensure their healthy transition to successful adult roles and responsibilities.***
8.

Outcomes				
Improve Transition Outcomes for Juvenile Offenders	**Improve Transition Outcomes for Youth Aging Out of Foster Care**	**Improve Transition Outcomes for Youth with Disabilities**	**Prevent and End Homelessness**	**Reduce High School Dropout Rates**
Strategies				
Build job readiness, job search and job skills to secure employment. Reach out to Community Corrections, Probation, and jail-based programs to coordinate and provide services. Identify employment opportunities for those with a criminal record. Build awareness about offenses and how they impact employment and housing opportunities. Provide coordinated case management and wrap around services. Partners include: Community Corrections, Probation, Juvenile Facilities, County Jails, Adult Basic Education, DEED Job Services, DEED Rehabilitation Services, County Social	Reach out to the foster care community to promote youth activities and coordinate services while youth are in care and when the age out of the foster care system. Provide coordinated case management and wrap around services. Identify worksite mentors and opportunities to be active in the community. Partners include: County Foster Care, Foster Care Providers, Corrections, Probation, Juvenile Facilities, County Jails, Adult Basic Education, DEED Job Services, DEED Rehabilitation Services, County Social Services, Mental Health Providers, Faith	Build job readiness, job search and job skills to assist youth with disabilities to secure employment. Provide coordinated case management and wrap around services with multiple service providers and school staff to preparing youth to transition from school to the world of work. Provide career exploration, work experience, training, and Reality Store activities. Identify resources for job coaches and mentors. Support ADA accommodation and accessibility training. Partners include: Providers of services to individuals who have a	Identify and address barriers to stable housing. Provide referrals and coordination of services with housing related programs. Participate in Coordinated Community Assessments. Promote financial literacy training including strategies for renting or buying a home. Support landlord and tenant training. Partners include: Community Corrections, Juvenile Facilities, County Jails, Adult Basic Education, DEED Job Services, DEED Rehabilitation Services, State Services for the Blind, State Deaf and Hard of Hearing Services, County Social Services, Mental Health Providers, CAP	Promote high school completion and GED attainment goals for youth and young adults. Provide work experience activities that combine with educational activities resulting in High School credit recovery for youth. Require school attendance to continue work experience jobs. Partners include: Community Corrections, Juvenile Facilities, Adult Basic Education, DEED Job Services, DEED Rehabilitation Services, State Services for the Blind, State Deaf and Hard of Hearing Services, County Social Services, Mental Health Providers, local secondary, alternative, and postsecondary

Outcomes				
Improve Transition Outcomes for Juvenile Offenders	**Improve Transition Outcomes for Youth Aging Out of Foster Care**	**Improve Transition Outcomes for Youth with Disabilities**	**Prevent and End Homelessness**	**Reduce High School Dropout Rates**
Strategies				
Services, Mental Health Providers, Faith Community, CAP Agencies, Families Moving Forward	Community, local secondary, alternative and postsecondary schools, CAP agencies,	disability, Juvenile Facilities, County Jails, Adult Basic Education, DEED Job Services, DEED Rehabilitation Services, State Services for the Blind, State Deaf and Hard of Hearing Services, County Social Services, Mental Health Providers, Faith Community, CAP agencies, local secondary, alternative, and postsecondary schools, PACER, Community Interagency Transition Committees	Agencies, Families Moving Forward, Lincoln Place, The Link (Passageways), Community Development Agencies, Housing Collaborative and Grants	schools, CAP Agencies, Families Moving Forward

Breakdown of WIOA Youth Allocations – Program Year (PY) 2023, 2024, 2025 and 2026

The WIOA Youth grant is allocated between Dakota and Scott Counties based on the DEED formula and anticipated needs.

WIOA Youth PY 2023 Allocations The funding allocation for Dakota and Scott Counties was $405,786.	Of the allocated amount, **Dakota County's funding was $324,629** and **Scott County's funding was $81,157**. Ten percent of the WIOA Youth Program Grant was retained for administrative expenses.
WIOA Youth PY 2024 Allocations The funding allocation for Dakota and Scott Counties was $359,788.	Of the allocated amount, **Dakota County's funding was $287,830** and **Scott County's funding was $71,958**. Ten percent of the WIOA Youth Program Grant was retained for administrative expenses.
WIOA Youth PY 2025 Allocations The funding allocation for Dakota and Scott Counties was $291,493.	Of the allocated amount, **Dakota County's funding was $233,194** and **Scott County's funding was $58,299**. Ten percent of the WIOA Youth Program Grant was retained for administrative expenses.
WIOA Youth PY 2026 Allocations The funding allocation for Dakota and Scott Counties was $442,476.	Of the allocated amount, **Dakota County's funding will be $353,981 and Scott County's funding will be $88,495.** Ten percent of the WIOA Youth Program Grant will be retained for administrative expenses.

• WIOA Youth funding for Dakota–Scott County (WDA 14) has seen decreases until PY 2026. Historic figures show funding of $405,786 in PY 2023; $359,788 in PY 2024; and, $291,493 in PY 2025—an overall decline of nearly 28%. However, the recent PY2026 allocations show a 51.8% increase from PY 2025.

• Dakota County consistently receives about 80% of the allocation and Scott County about 20%, with 10% reserved for administrative costs each year.

• Funding allocations influenced by economic indicators such as unemployment rates, youth poverty, and the eligible youth population.

• Final performance data for Program Year 2025 will be available after the official federal reporting period closes, typically 6–12 months after program exit, with the final PY 2025 report expected in late 2026.

RBA allocation summary information:
By Resolution No. 24-377 (July 30, 2024), the Dakota County Board of Commissioners authorized execution of a contract with HIRED to deliver WIOA Youth services for PY 2024 (April 1, 2024–March 31, 2025) in an amount not to exceed $259,047, reflecting the program allocation ($287,830) less 10% for administration. In February 2025, the contract was extended to March 31, 2026. After receiving PY 2025 WIOA Youth funding on June 3, 2025, Dakota County's share totaled $233,194. Staff requested adding $209,875 to HIRED's contract, again this was less 10% for administration, bringing the contract total to an amount not to exceed **$468,922.**

Minnesota Youth Program (MYP) Allocations – Historical State Fiscal Years (SFY) 2022 to 2027

MYP SFY 2022 and 2023 Allocations The full funding allocation for Dakota was $168,119. The contract with Tree Trust was $141,308.	Of the allocated amount, ten percent of the MYP Grant was retained for administrative expenses. An additional $10,000 was retained for other youth initiatives.
MYP SFY 2024 and 2025 Allocations The full funding allocation for Dakota is $352,822. The contract with Tree Trust was $297,540.	Of the allocated amount, ten percent of the MYP Grant was retained for administrative expenses. $20,000 was retained for other youth initiatives.
MYP SFY 2026 and 2027 Allocations The full funding allocation for Dakota was $167,756. The contract with Tree Trust was $150,981.	Of the allocated amount, ten percent of the MYP Grant was/will be retained for administrative expenses.

Allocation detail:

- MYP funding is **state legislative appropriation-driven**, so changes reflect **biennial budget cycles** and legislative priorities.
- Dakota County's SFY24-SFY25 MYP allocations increased 109.9 percent compared to SFY22-SFY23.
- The spike was due to temporary state investment in youth employment initiatives; SFY26-SFY27 MYP allocations returned to baseline levels.

Impact:

- High MYP funding levels in SFY24-SFY25 allowed expanded work experiences, career exploration, and outreach to schools.
- The drop in MYP funding levels for SFY26-SFY27 required scaling back activities, limiting employer engagement, and reducing the number of youth served.

RBA summary information:

- By Resolution No. 24-255 (May 14, 2024), the Dakota County Board of Commissioners authorized execution of a contract with Tree Trust to provide MYP services for SFY 2025 in an amount not to exceed $297,540.
- By Resolution No. 25-297 (June 24, 2025), the Dakota County Board of Commissioners authorized execution of a contract with Tree Trust to provide MYP services for the SFY 2026. The SFY 2026 allocation was $167,756. Of that amount, $129,000 was approved to be added to the existing SFY 2025 contract with Tree Trust, increasing the total contract amount to not more than $426,540. The remaining SFY 2026 MYP funds were subsequently incorporated into the current contract following a solicitation for services.

On March 5, 2026, the Dakota-Scott Workforce Development Board (WDB) - Youth Committee approved:

- A motion to accept the SFY 2027 MYP allocation of $167,756 and to contract with Tree Trust for Dakota County services in the amount of $150,981, reflecting the 10 percent administrative retention.

  This motion was then approved by the Dakota-Scott WDB on March 20, 2026.

Minnesota Youth Program

Source: State of Minnesota

State Fiscal Year (SFY) 2026: Total Allocation = $167,756* Provider Allocation = $150,981*

Purpose of Grant: Youth Employment

Who is served/eligible: Youth ages 14-24; low family income, special needs and/or other risk factors

How Served: Youth were served through a summer employment program featuring Youth Conservation Corps (YCC) crews. Youth work on crews of 8 to complete their field assignment. Individually they earned a certificate of completion by completing financial literacy, environmental, resume, and PPE exercises.

Provider: Tree Trust

		QUANTITY	QUALITY
Process "input"	EFFORT	***How much did we do?***	***How well did we do it?***
		Total number of applications received **102** Total number of youth served **34**	Customer satisfaction (youth) - Rated MYP Experience as "Very Satisfied" or "Satisfied" **77%**
Product "output"	EFFECT	***Is anyone better off?***	
		Percent of participants with successful exits **29 youth**	**85%**
		Percent of participants that received support services (tools, clothing, transportation, other) **30 youth**	**88%**
		Percent of participants that remained or returned to school or entered unsubsidized employment **29 youth**	**85%**
		Percent of participants that successfully completed work readiness skills training **29 youth**	**85%**

****** SFY 2026 refers to July 1st, 2025, through September 30th, 2026. Funding bridges from one summer program year to the next. The data reflects summer 2025 only.*

** Ten percent of the SFY26 MYP allocation was retained by Dakota County for administrative expenses.*

WIOA Youth

Source: U.S. Department of Labor and DEED

Program Year (PY) 2024 Dollar Amount: The total funding allocation for Dakota and Scott Counties $359,788. Of that amount, Dakota County received $287,830 and Scott County received $71,958. Ten percent of the WIOA Youth Program Grant was retained for administrative expenses.

Purpose of Grant: To help eligible youth attain educational and employment success

Who is served/eligible (WIOA):

Out-of-school youth aged 16-24, not attending any school, with one or more additional conditions which include:

School dropout; within age of compulsory attendance but has not attended for at least the most recent complete school year calendar quarter; holds a secondary school diploma or recognized equivalent and is low-income and is basic skills deficient or an English language learner; subject to the juvenile or adult justice system; homeless, runaway, in foster care or aged out of the foster care system, eligible for assistance under Section 477, Social Security Act, or in out-of-home placement; pregnant or parenting; an individual with a disability; low income person who requires additional assistance to enter or complete an educational program or to secure and hold employment

In-school youth aged 14-21, attending school, low income, with one or more additional conditions which include:

Basic skills deficient; English language learner; an offender; homeless, runaway, in foster care or aged out of the foster care system; pregnant or parenting; an individual with a disability; person who requires additional assistance to enter or complete an educational program or to secure and hold employment

Providers: HIRED (Dakota County), Scott County Employment and Training

		QUANTITY		QUALITY	
Process "input"	EFFORT	***How much did we do? (Dakota County Only)***		***How well did we do it? (Dakota County Only)***	
		Total # of in-school youth (ISY) served in 2025 (1/1/25 to 12/31/25)	45	% of program participants who successfully attained a recognized credential (1/1/23 to 12/31/23)	Planned = 62.0% / Actual = 70.9%
		Total # of out-of-school (OSY) served in 2025 (1/1/25 to 12/31/25)	85	% of program participants who achieved a Measurable Skills Gain (MSG) (7/1/24 to 6/30/25)	Planned = 53.0% / Actual = 44.9%
		Total # of ISY and OSY that exited (completed) the program in 2025	73		
		Is anyone better off?			
Product "output"	EFFECT	Youth Employment/ Education/Training Rate 2nd Quarter After Exit (7/1/23 to 6/30/24)		Planned = 74.5% / Actual = 54.7%	
		Youth Employment/ Education/Training Rate 4th Quarter After Exit (1/1/23 to 12/31/23)		Planned = 74.9% / Actual = 58.8%	
		Median Earnings Second Quarter After Exit (7/1/22 to 6/30/24)		Planned = $5,400 / Actual = $5,508	

The shift from WIA to WIOA redirected program efforts toward out-of-school youth, requiring 75% of funds to serve this population and emphasizing high school dropout recovery and postsecondary credential attainment.

WIOA Youth outcomes combine Dakota and Scott County performance for the "How Well" and "Better Off" measures, which are reported on a delay due to reliance on wage and education data collected 6–12 months after exit. The "How Much" measure reflects Dakota County youth served or exited in Calendar Year 2025. Final PY 2025 data is not available until fall 2026. Dakota-Scott did not meet the PY 2024 Q2/Q4 Education/Employment and Measurable Skill Gain indicators. Key challenges included maintaining participant contact amid staff turnover and working with youth facing barriers such as unstable housing, changing contact information, and transportation issues. Follow-up was further limited by Workforce One system constraints and state confidentiality rules, including the lack of follow-up rosters needed for effective local monitoring. Source: DEED Final Program Year 2024 Performance Report and Workforce

Board of Commissioners

Request for Board Action

Item Number: DC-5646 **Agenda #:** 8.2 **Meeting Date:** 6/23/2026

DEPARTMENT: Employment and Economic Assistance
FILE TYPE: Consent Action

TITLE
Authorization To Accept Minnesota Youth Program State Fiscal Year 2027 And Workforce Innovation And Opportunity Act Youth Program Year 2026 Funds, Execute Minnesota Department Of Employment And Economic Development Grant Agreements, And Execute Related Contracts

PURPOSE/ACTION REQUESTED
Authorize acceptance of the Minnesota Youth Program (MYP) State Fiscal Year (SFY) 2027 and Workforce Innovation and Opportunity Act (WIOA) Youth Program Year 2026 funds, execution of the grant agreement with the Minnesota Department of Employment And Economic Development (DEED), and execute related contracts with HIRED and Tree Trust.

SUMMARY
The Federal Workforce Innovation and Opportunity Act (WIOA) of 2014 requires local areas to provide services to low-income, at-risk youth to promote educational and employment success. This requirement is fulfilled by DEED through grants to local governments for the WIOA Youth Program and MYP.

The MYP grant is Dakota County specific, and funding is based on a DEED formula. The WIOA Youth Program grant is allocated between Dakota and Scott Counties based on a DEED formula and anticipated needs.

By Resolution No. 25-297 (June 24, 2025), the Dakota County Board of Commissioners authorized execution of a contract with Tree Trust to provide MYP services for the SFY 2026 period of July 1, 2025 through September 30, 2026, in an amount not to exceed $426,540. The contracted amount was less ten percent for administrative expenses. Residual SFY 2026 MYP funding was tied to a solicitation for services issued on June 2, 2025, in which the Dakota-Scott Workforce Development Board selected Tree Trust to continue as the Dakota County MYP services provider.

Notification of SFY 2027 MYP funding in the amount of $167,756 for Dakota County was received on December 15, 2025. Ten percent of funding will be retained for administrative expenses. Staff requests to accept the funding, and to contract with Tree Trust in an amount not to exceed $150,981. (Attachment: Dakota MYP Allocation)

By Resolution No. 25-297 (June 24, 2025), the Dakota County Board of Commissioners authorized execution of a contract with HIRED to provide WIOA Youth Program services for the PY 2025 period of April 1, 2025 through March 31, 2026, in an amount not to exceed $468,922. The contracted

amount was less ten percent for administrative expenses.

A solicitation for WIOA Youth services was issued on November 7, 2025, in which the Dakota-Scott Workforce Development Board selected HIRED to continue as the Dakota County WIOA Youth Program services provider. In March 2026, an amendment was executed to extend the Program Year (PY) 2025 contract term to March 31, 2027.

Notification of PY 2026 WIOA Youth funding in the amount of $442,476 for Dakota and Scott Counties was received on May 29, 2026. Of the allocated amount, Dakota County's funding is $353,981 and Scott County's funding is $88,495. Ten percent will be retained for administrative expenses (Attachment: Dakota-Scott WIOA Youth Allocation).

OUTCOMES
The Dakota County MYP provided services to youth ages 14-24 who had low family income, special needs and/or other risk factors. During the summer of 2025, Tree Trust served 34 youth. See Attachment: MYP Performance Outcomes, for additional outcome measures.

In 2025, 130 total youth were served in the Dakota County WIOA Youth Program. See Attachment: Dakota-Scott WIOA Youth Performance Outcomes PY24, for additional outcome measures.

RECOMMENDATION
Staff recommends authorization to accept MYP and WIOA Youth Program funds, execution of the grant agreements with DEED, and execute related contracts with HIRED to provide WIOA Youth Program services in the not to exceed amount of $318,582 for the period of April 1, 2026 through March 31, 2027, and with Tree Trust in the amount not to exceed $150,981 for the period of July 1, 2026 through September 30, 2027.

EXPLANATION OF FISCAL/FTE IMPACTS
These costs are included in the 2026 Employment and Economic Assistance Budget. Any unspent 2026 funds will be requested to be carried over to the 2027 Budget. Successful execution of WIOA Youth services and the amended contract with HIRED relies on the U.S. Department of Labor's Employment and Training Administration (ETA) administering and allocating funds to states and local areas. The contracts shall contain a provision that allows the County to immediately terminate the contracts in the event sufficient funds from county, state, and federal sources are not appropriated at the level sufficient to allow payment of the amounts due.

Both WIOA Youth and MYP grants fund 100% of program expenses and supply Dakota County with an additional 10% administrative fee to offset cost of maintaining the program. All grant funds unspent on December 31, 2026, will be carried forward into future years.

Program Name	2026 Budget
WIOA Youth	230,862
MYP	150,981

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

RESOLUTION

WHEREAS, the Federal Workforce Innovation and Opportunity Act (WIOA) of 2014 requires local areas to provide services to low-income, at-risk youth to promote educational and employment success; and

WHEREAS, this requirement is fulfilled by the Minnesota Department of Employment And Economic Development (DEED) through grants to local governments for the WIOA Youth Program and the Minnesota Youth Program (MYP); and

WHEREAS, MYP grant is Dakota County specific, and funding is based on a DEED formula; and

WHEREAS, the WIOA Youth Program grant is allocated between Dakota and Scott Counties based on a DEED formula and anticipated needs; and

WHEREAS, by Resolution No. 25-297 (June 24, 2025), the Dakota County Board of Commissioners authorized execution of a contract with Tree Trust to provide MYP services for the State Fiscal Year (SFY) 2026 period of July 1, 2025 through September 30, 2026, in an amount not to exceed $426,540; and

WHEREAS, the contracted amount was less ten percent for administrative expenses; and

WHEREAS, residual SFY 2026 MYP funding was tied to a solicitation for services issued on June 2, 2025, in which the Dakota-Scott Workforce Development Board selected Tree Trust to continue as the Dakota County MYP services provider; and

WHEREAS, notification of SFY 2027 MYP funding in the amount of $167,756 for Dakota County was received on December 15, 2025; and

WHEREAS, ten percent of funding will be retained for administrative expenses; and

WHEREAS, by Resolution No. 25-297 (June 24, 2025), the Dakota County Board of Commissioners authorized execution of a contract with HIRED to provide WIOA Youth Program services for the Program Year (PY) 2025 period of April 1, 2025 through March 31, 2026, in an amount not to exceed $468,922; and

WHEREAS, the contracted amount was less ten percent for administrative expenses; and

WHEREAS, a solicitation for WIOA Youth services issued on November 7, 2025, in which the Dakota -Scott Workforce Development Board selected HIRED to continue as the Dakota County WIOA Youth Program services provider; and

WHEREAS, in March 2026, an amendment was executed to extend the PY 2025 contract term to March 31, 2027; and

WHEREAS, notification of PY 2026 WIOA Youth funding in the amount of $442,476 for Dakota and Scott Counties was received on May 29, 2026; and

WHEREAS, of the allocated amount, Dakota County's funding is $353,981 and Scott County's funding is $88,495; and

WHEREAS, ten percent will be retained for administrative expenses.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an Assistant County Manager, Community Services, to accept the federal Workforce Innovation and Opportunity Act (WIOA) Minnesota Youth Program (MYP) grant funds in an amount not to exceed $167,756 for the period of July 1, 2026 through September 30, 2027, and execute the grant agreement with the Minnesota Department of Employment and Economic Assistance (DEED), 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 an Assistant County Manager, Community Services, to accept the WIOA Youth Program funding in an amount not to exceed $442,476 for the period of April 1, 2026 through March 31, 2028, and execute the grant agreement with DEED, 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 an Assistant County Manager, Community Services, to execute a contract with Tree Trust to provide MYP services for a not to exceed amount of $150,981 for the term of July 1, 2026 through September 30, 2027, 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 an Assistant County Manager, Community Services, to execute a contract with HIRED to provide WIOA Youth Program services for a not to exceed amount of $318,582 for the term of April 1, 2026 through March 31, 2027, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION
25-297; 6/24/25

ATTACHMENTS
Attachment: Dakota-Scott WIOA Youth Allocation
Attachment: MYP Allocation
Attachment: MYP Performance Outcomes
Attachment: Dakota-Scott WIOA Youth Performance Outcomes PY24

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

CONTACTS
Department Head: Dana DeMaster
Author: Amber Higgins

Minnesota Youth Program (MYP) Allocations – Historical State Fiscal Years (SFY) 2022 to 2027

MYP SFY 2022 and 2023 Allocations The full funding allocation for Dakota was $168,119. The contract with Tree Trust was $141,308.	Of the allocated amount, ten percent of the MYP Grant was retained for administrative expenses. An additional $10,000 was retained for other youth initiatives.
MYP SFY 2024 and 2025 Allocations The full funding allocation for Dakota is $352,822. The contract with Tree Trust was $297,540.	Of the allocated amount, ten percent of the MYP Grant was retained for administrative expenses. $20,000 was retained for other youth initiatives.
MYP SFY 2026 and 2027 Allocations The full funding allocation for Dakota was $167,756. The contract with Tree Trust was $150,981.	Of the allocated amount, ten percent of the MYP Grant was/will be retained for administrative expenses.

Allocation detail:

- MYP funding is **state legislative appropriation-driven**, so changes reflect **biennial budget cycles** and legislative priorities.
- Dakota County's SFY24-SFY25 MYP allocations increased 109.9 percent compared to SFY22-SFY23.
- The spike was due to temporary state investment in youth employment initiatives; SFY26-SFY27 MYP allocations returned to baseline levels.

Impact:

- High MYP funding levels in SFY24-SFY25 allowed expanded work experiences, career exploration, and outreach to schools.
- The drop in MYP funding levels for SFY26-SFY27 required scaling back activities, limiting employer engagement, and reducing the number of youth served.

RBA summary information:

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On March 5, 2026, the Dakota-Scott Workforce Development Board (WDB) - Youth Committee approved:

- A motion to accept the SFY 2027 MYP allocation of $167,756 and to contract with Tree Trust for Dakota County services in the amount of $150,981, reflecting the 10 percent administrative retention.

  This motion was then approved by the Dakota-Scott WDB on March 20, 2026.

Breakdown of WIOA Youth Allocations – Program Year (PY) 2023, 2024, 2025 and 2026

The WIOA Youth grant is allocated between Dakota and Scott Counties based on the DEED formula and anticipated needs.

WIOA Youth PY 2023 Allocations The funding allocation for Dakota and Scott Counties was $405,786.	Of the allocated amount, **Dakota County's funding was $324,629** and **Scott County's funding was $81,157**. Ten percent of the WIOA Youth Program Grant was retained for administrative expenses.
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• WIOA Youth funding for Dakota–Scott County (WDA 14) has seen decreases until PY 2026. Historic figures show funding of $405,786 in PY 2023; $359,788 in PY 2024; and, $291,493 in PY 2025—an overall decline of nearly 28%. However, the recent PY2026 allocations show a 51.8% increase from PY 2025.

• Dakota County consistently receives about 80% of the allocation and Scott County about 20%, with 10% reserved for administrative costs each year.

• Funding allocations influenced by economic indicators such as unemployment rates, youth poverty, and the eligible youth population.

• Final performance data for Program Year 2025 will be available after the official federal reporting period closes, typically 6–12 months after program exit, with the final PY 2025 report expected in late 2026.

RBA allocation summary information:
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Minnesota Youth Program

Source: State of Minnesota

State Fiscal Year (SFY) 2026: Total Allocation = $167,756* Provider Allocation = $150,981*

Purpose of Grant: Youth Employment

Who is served/eligible: Youth ages 14-24; low family income, special needs and/or other risk factors

How Served: Youth were served through a summer employment program featuring Youth Conservation Corps (YCC) crews. Youth work on crews of 8 to complete their field assignment. Individually they earned a certificate of completion by completing financial literacy, environmental, resume, and PPE exercises.

Provider: Tree Trust

		QUANTITY	QUALITY
Process "input"	EFFORT	***How much did we do?***	***How well did we do it?***
		Total number of applications received **102** Total number of youth served **34**	Customer satisfaction (youth) - Rated MYP Experience as "Very Satisfied" or "Satisfied" **77%**
Product "output"	EFFECT	***Is anyone better off?***	
		Percent of participants with successful exits **29 youth**	**85%**
		Percent of participants that received support services (tools, clothing, transportation, other) **30 youth**	**88%**
		Percent of participants that remained or returned to school or entered unsubsidized employment **29 youth**	**85%**
		Percent of participants that successfully completed work readiness skills training **29 youth**	**85%**
		***** SFY 2026 refers to July 1st, 2025, through September 30th, 2026. Funding bridges from one summer program year to the next. The data reflects summer 2025 only.*** **** Ten percent of the SFY26 MYP allocation was retained by Dakota County for administrative expenses.***	

WIOA Youth

Source: U.S. Department of Labor and DEED

Program Year (PY) 2024 Dollar Amount: The total funding allocation for Dakota and Scott Counties $359,788. Of that amount, Dakota County received $287,830 and Scott County received $71,958. Ten percent of the WIOA Youth Program Grant was retained for administrative expenses.

Purpose of Grant: To help eligible youth attain educational and employment success

Who is served/eligible (WIOA):

Out-of-school youth aged 16-24, not attending any school, with one or more additional conditions which include:

School dropout; within age of compulsory attendance but has not attended for at least the most recent complete school year calendar quarter; holds a secondary school diploma or recognized equivalent and is low-income and is basic skills deficient or an English language learner; subject to the juvenile or adult justice system; homeless, runaway, in foster care or aged out of the foster care system, eligible for assistance under Section 477, Social Security Act, or in out-of-home placement; pregnant or parenting; an individual with a disability; low income person who requires additional assistance to enter or complete an educational program or to secure and hold employment

In-school youth aged 14-21, attending school, low income, with one or more additional conditions which include:

Basic skills deficient; English language learner; an offender; homeless, runaway, in foster care or aged out of the foster care system; pregnant or parenting; an individual with a disability; person who requires additional assistance to enter or complete an educational program or to secure and hold employment

Providers: HIRED (Dakota County), Scott County Employment and Training

		QUANTITY		QUALITY	
Process "input"	EFFORT	***How much did we do? (Dakota County Only)***		***How well did we do it? (Dakota County Only)***	
		Total # of in-school youth (ISY) served in 2025 (1/1/25 to 12/31/25)	45	% of program participants who successfully attained a recognized credential (1/1/23 to 12/31/23)	Planned = 62.0% / Actual = 70.9%
		Total # of out-of-school (OSY) served in 2025 (1/1/25 to 12/31/25)	85	% of program participants who achieved a Measurable Skills Gain (MSG) (7/1/24 to 6/30/25)	Planned = 53.0% / Actual = 44.9%
		Total # of ISY and OSY that exited (completed) the program in 2025	73		
		Is anyone better off?			
Product "output"	EFFECT	Youth Employment/ Education/Training Rate 2nd Quarter After Exit (7/1/23 to 6/30/24)		Planned = 74.5% / Actual = 54.7%	
		Youth Employment/ Education/Training Rate 4th Quarter After Exit (1/1/23 to 12/31/23)		Planned = 74.9% / Actual = 58.8%	
		Median Earnings Second Quarter After Exit (7/1/22 to 6/30/24)		Planned = $5,400 / Actual = $5,508	

The shift from WIA to WIOA redirected program efforts toward out-of-school youth, requiring 75% of funds to serve this population and emphasizing high school dropout recovery and postsecondary credential attainment.

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Board of Commissioners

Request for Board Action

Item Number: DC-5647 **Agenda #:** 8.3 **Meeting Date:** 6/23/2026

DEPARTMENT: Employment and Economic Assistance
FILE TYPE: Consent Action

TITLE
Authorization To Execute Grant Agreement For Workforce Innovation And Opportunity Act Adult Services And Dislocated Worker Services And Execute Related Joint Powers Agreements And Contracts

PURPOSE/ACTION REQUESTED
Authorize execution of grant agreements with the Minnesota Department of Employment and Economic Development (DEED) to provide Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker (DW) services and execute related joint powers agreements (JPAs) and contracts.

SUMMARY
WIOA requires each Workforce Development Area (WDA) to submit an annual plan describing how employment and training services will be provided to eligible program participants. By Resolution No. 18-049 (January 23, 2018), the Dakota County Board of Commissioners authorized the execution of a restated and amended joint powers agreement (JPA) between Dakota County and Scott County for delivery of employment services.

By Resolution No. 23-301 (July 18, 2023), the Dakota County Board of Commissioners authorized execution of a grant agreement with DEED for employment and training programs in the Dakota-Scott WDA for the WIOA Adult and WIOA DW programs in the amount of $345,851 for WIOA Adult and $539,023 for WIOA DW for the period of July 1, 2023 through June 30, 2024, based on the allocation formula used by DEED, and execution of contracts with DEED Job Service and HIRED for the period of July 1, 2023 through June 30, 2024, based on a solicitation that was completed on March 8, 2024 (Attachment: Solicitation Summary).

The funding allocation for WIOA Adult and WIOA DW for July 1, 2026, through June 30, 2028, is $414,490 for WIOA Adult ($314,183 for Dakota County and $100,307 for Scott County) and $515,156 for WIOA DW ($390,488 for Dakota County and $124,668 for Scott County) for the period of July 1, 2026 through June 30, 2028.

On June 8, 2026, the Dakota-Scott Workforce Development Board's Executive Committee approved the execution of the grant agreement and execution of JPAs with DEED Job Service and contracts with HIRED for the period of July 1, 2026 through June 30, 2027.

OUTCOMES
See Attachment: Performance Outcomes.

RECOMMENDATION

Staff recommends authorization to execute grant agreements with DEED for Employment and Training Programs in the amount of $414,490 for WIOA Adult and $515,156 for WIOA DW for the period of July 1, 2026 through June 30, 2028. Staff further recommends authorization to execute JPAs with DEED Job Service in an amount not to exceed $250,000 and execute contracts with HIRED in an amount not to exceed $250,000 for WIOA Adult and WIOA DW services, for the period of July 1, 2026 through June 30, 2027.

EXPLANATION OF FISCAL/FTE IMPACTS

These costs are included in the 2026 Employment and Economic Assistance Budget. Any unspent funds in 2026 will be requested to be carried over to the 2027 budget. Successful execution of WIOA Adult and DW services and the contract with DEED relies on the U.S. Department of Labor's Employment and Training Administration administering and allocating funds to states and local areas. The contracts shall contain a provision that allows the County to immediately terminate the contracts in the event sufficient county, state, or federal funds are not appropriated at a level sufficient to allow payment of the amounts due.

The WIOA Adult and WIOA Youth grants fund 100% of program expenses and supply a 10% administrative fee revenue to cover overhead costs of administering the programs. Program years overlap with Dakota County's fiscal year. Finance is projecting these programs to be levy neutral in 2027.

Previous Grants	Total Prior Year Grants	YTD April Actuals	Remaining Funds	Approved 2026 Budget
WIOA DW Grant 24-26	$300,507	$171,377	$129,129	$379,723
WIOA Adult Grant 24-26	$163,013	$92,380	$70,633	$247,941

New Grants	Available 2026 Budget	New Grant Funds	Estimated Carryover to 2027	Levy Impact
WIOA DW Grant 26-28	$79,216	$390,488	$311,272	$0
WIOA Adult Grant 26-28	$84,928	$314,183	$229,255	$0

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

RESOLUTION

WHEREAS, the Workforce Innovation and Opportunity Act (WIOA) requires each Workforce Development Area (WDA) to submit an annual plan describing how employment and training services

will be provided to eligible program participants; and

WHEREAS, by Resolution No. 18-049 (January 23, 2018), the Dakota County Board of Commissioners authorized the execution of a restated and amended joint powers agreement between Dakota County and Scott County for delivery of employment services; and

WHEREAS, by Resolution No. 23-301 (July 18, 2023), the Dakota County Board of Commissioners authorized execution of a grant agreement with DEED for employment and training programs in the Dakota-Scott WDA for the WIOA Adult and WIOA Dislocated Worker (DW) programs in the amount of $345,851 for WIOA Adult and $539,023 for WIOA DW for the period of July 1, 2023 through June 30, 2024, based on the allocation formula used by DEED, and execution of contracts with DEED Job Service and HIRED for the period of July 1, 2023 through June 30, 2024, based on a solicitation that was completed on March 8, 2024; and

WHEREAS, the Dakota County Board of Commissioners also authorized execution of contracts with DEED Job Service and HIRED for the period of July 1, 2023 through June 30, 2024, based on a solicitation that was issued in 2019; and

WHEREAS, a solicitation was issued on March 8, 2024, in which a thorough review of proposals was completed; and

WHEREAS, the funding allocation for WIOA Adult is $414,490 ($314,183 for Dakota County and $100,307 for Scott County) and WIOA DW programs is $515,156 ($390,488 for Dakota County and $124,668 for Scott County) for the period of July 1, 2026 through June 30, 2028; and

WHEREAS, on June 8, 2025, the Dakota-Scott Workforce Development Board's Executive Committee approved the execution of the grant agreement and execution of JPAs with DEED Job Service and execute contracts with HIRED for the period of July 1, 2026 through June 30, 2027.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an Assistant County Manager, Community Services, to execute a grant agreement with the Minnesota Department of Employment and Economic Development (DEED) for the acceptance of funds for employment and training programs in the Dakota-Scott Workforce Development Area for the Workforce Innovation and Opportunity Act Adult in an amount of $414,490 ($314,183 for Dakota County and $100,307 for Scott County) and Workforce Innovation and Opportunity Act Dislocated Worker program in the amount of $515,156 ($390,488 for Dakota County and $124,668 for Scott County) for the period of July 1, 2026 through June 30, 2028, 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 an Assistant County Manager, Community Services, to execute joint powers agreements with DEED Job Service in an amount not to exceed $250,000 for the period of July 1, 2026 through June 30, 2027, 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 an Assistant County Manager, Community Services, to execute a contract with HIRED in an amount not to exceed $250,000 for the period of July 1, 2026 through June 30, 2027, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION
18-049; 01/23/18
23-301; 07/18/23

ATTACHMENTS
Attachment: Solicitation Summary
Attachment: Performance Outcomes

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

CONTACTS
Department Head: Dana DeMaster
Author: Jill Pittelkow

Solicitation Summary for Employment Services for Dislocated Worker Program and Workforce Investment Opportunity Act (WIOA) Adult Program RFP

Date of Solicitation: March 1, 2024

Number of Proposals Received: 1 (joint proposal from HIRED/DEED)

Review Team Agencies: Dakota Scott Workforce Investment Board

Services Description: This RFP is issued to solicit a contractor or contractors to provide comprehensive employment and training services authorized under both Title I of the Federal Workforce Investment Opportunity Act (Public Law 105-220) and the State Dislocated Worker Program (MN Statutes 116L.17). Initial awards under this RFP will reflect the estimated amount of Federal and State funding to be received for the period July 1, 2024 through June 30, 2025. Funds for the years following will be allocated to the Workforce Service Areas (WSA) by the State of Minnesota to the service provider(s) selected through this RFP process. This subsequent allocation of funds is dependent on the availability of Federal and State Adult and Dislocated Worker funds, provider effectiveness, and demonstrated need for services offered.

The Dakota County Workforce Development Board (WDB) issues this Request for Proposals (RFP) to solicit providers for services to workers dislocated from employment lay-offs of fewer than 50 individuals from a single workplace as well as to unemployed or underemployed adults who are eligible to receive core, intensive and training services under Title I of the Workforce Investment Act. These services are funded by an allocation formula which apportions federal and state monies to WSA.

Dakota County intends to designate one or more service providers for a period up to five years. Proposals must reflect an ability to provide all services designated under this RFP either through the proposer's organization alone or with the proposer and identified subcontractors.

Primary Deliverables:

This RFP is issued to solicit a contractor or contractors to provide comprehensive employment and training services for three distinct programs with three distinct funding streams:

- WIOA Adult services as required under the Workforce Investment Opportunity Act with an estimated annual funding of $325,000.
- Federal Dislocated Worker services as required under the Workforce Investment Act with an estimated annual funding of $450,000.

- State Dislocated Worker services as required under the Minnesota Dislocated Worker Program with an estimated annual funding of $700,000.

These funding projections are subject to change, consistent with final allocation levels established by the State of Minnesota. Dakota County seeks proposals that include service provision for all three programs. An estimated 500 individuals will be served across all programs depending on funding levels.

Dakota County will enter into a per participant, performance-based contract with each successful proposer. Contract language will include a work statement outlining program deliverables, State and Federal performance standards and WSA performance measures.

Solicitation Selection Criteria:

1. **Program Design (25 Points)**

   Provide a concise description of the program design. WIOA Adult and WIOA and State Dislocated Worker program design elements must be in conformance with the Workforce Innovation and Opportunity Act (WIOA) of 2014 and MN Statutes 116L.17 and should include at a minimum the following services:

   - Determination of eligibility
   - Assessment of skills, interests, aptitudes, abilities and supportive service needs
   - Short-term pre-vocational services, including employability skills upgrades and referrals to appropriate employability and soft skills training
   - Provision of labor market information
   - Provision of information on filing and maintaining Unemployment Insurance claims
   - Provision of career counseling
   - Direction to appropriate long and short-term training opportunities, entrepreneurial training and assistance with the financial aid process
   - Assistance with job placement, referrals, including apprenticeships and other work experience
   - Follow-up services up to 1 year.

2. **Knowledge of Statutes and Mandated Programs (10 Points)**

   Describe proposer's current model of recruitment, outreach, eligibility determination, and case management. This model must reflect the intention of WIOA and its programmatic requirements as well as the state-defined purpose of adult and dislocated worker programs. Show evidence of knowledge of adult and dislocated worker employment and training programs, their legislative requirements as well as best practices.

   Under this category, proposals will be rated on evidence of knowledge of WIOA and its provisions for services for adults and dislocated workers and State practices and requirements for dislocated worker programs. Proposers should describe a model for recruitment, outreach, orientation and enrollment, that reflects an efficient cycle time (specify number of weeks) from first contact to first service and that demonstrates understanding of eligibility requirements in all programs.

Participant access to staff should be easy and direct. Components of the case management model must demonstrate mandatory requirements as well as reflect the proposers understanding of best industry practices. Strategies for follow up should harmonize both customer-service and state-mandated considerations.

3. <u>Service Delivery Experience (10 Points)</u>

Describe history of providing WIOA adult and dislocated worker services to a broad range of individuals in multiple employment and training programs for program participants. Demonstrate history of achieving or exceeding negotiated outcomes, mindfulness of customer satisfaction issues and providing culturally appropriate services. Describe history of providing services to Dakota County residents and/or connections with employers and community-based organizations in Dakota County. Describe innovative practices that have shown or can be expected to show positive outcomes for adult and dislocated worker clients.
Under this category, proposals will be rated according to their organization's current and proposed service delivery model and history of representing and providing culturally appropriate services adult and dislocated worker services to a broad range of people and innovation. Proposers should discuss how the current model provides culturally appropriate services and if they would modify or make any changes to their current model. Proposers should also demonstrate a history of offering these programs to participants over the course of at least 3 years. Evidence of meeting and exceeding performance standards is sought.

4. <u>Strategies for Retraining (10 Points)</u>

Proposers must also describe a history of assisting participants with appropriate training opportunities as a part of achieving employment goals. How will eligibility for training be determined? How broad is the proposer's knowledge of training opportunities and what strategies are in place to maintain current knowledge of such opportunities? How are training expenditures determined?

5. <u>Organizational Capacity (10 Points)</u>

Proposers should demonstrate capacity to operate adult and dislocated worker programs for a minimum of 200 individuals depending on funding levels. How are staff trained? How are problems solved? What internal mechanism will the organization employ for coping with change, expanding and contracting capacity? What mechanism will provide for internal evaluation of program effectiveness? What service provision or case management elements most directly influence program outcomes?

In this category, proposals will be rated according to the demonstrated ability to manage adult and dislocated worker programs. It is in the best interest of participants served in these programs in Dakota County to receive services in the CareerForce locations; the ability and willingness to locate staff and services in these CareerForce locations is one key to a successful proposal.

Additionally, the proposer must show a strategy for developing staff as well as supporting and managing change. Adapting to fluctuations in caseload is essential for the successful proposer as are staff qualifications and experience.

6. Program Management and Tracking (10 Points)

Proposals will also be evaluated on the demonstrated capacity for internal tracking of participant activity, organizational performance and spending. How will proposer track participant progress, service outcomes, and expenditures (including funds obligated)? Proposers should demonstrate a mechanism for broad internal program evaluation. Can the proposer identify specific program strategies that yield favorable outcomes for participants? What program components demonstrate the proposer's commitment to continuous improvement? Customer satisfaction? Dakota County also seeks strategies for effectively addressing customer complaints.

7. Leveraged Resources (10 Points)

Proposer should demonstrate ability to leverage additional funds and in-kind services for adult and dislocated worker programs using outside partnerships and/or internal economies of scale. Describe proposer's history of collaboration with other partners or across agency lines and the accrued benefits to program participants. How have connections with outside organizations and/or with proposer's own larger organization been utilized to broaden the scale of your service delivery? What resources, both monetary and in-kind, can proposer bring to these programs in Dakota County? Does proposer have connections to employers and community-based organizations in Dakota County?

Proposer should also demonstrate ability and willingness to locate in Dakota County's two CareerForce locations and to participate in infrastructure funding agreements.

In this category, proposals will be rated according to their demonstrated ability and willingness to bring resources to adult and dislocated worker programs in Dakota County. Value can be added to these programs both through a strategic use of partnerships with outside organizations and through economies of scale within a proposer's own organization. Proposers will total both monetary and in-kind resources that can be leveraged. A budget estimator sheet is attached.

8. Additional Items (15 points)

1. An organizational chart depicting reporting structure, staff roles, and the larger organization beyond the scope of adult and dislocated worker programs.
2. Copies of fiscal and program tracking tools for one month.
3. Job descriptions of staff members who will deliver services under the programs listed in this RFP.
4. One year of performance data.
5. A copy of your *current* insurance certificate.

Evaluation Results:

After a thorough review, the review panel recommended to award contracts with: HIRED and DEED. These providers are the current contracted providers.

Rationale of Recommended Vendor:

HIRED and DEED submitted a joint proposal which was the only proposal received and met all of the requirements from the evaluation criteria. HIRED and DEED have been long-time contracted vendors for these services.

WIOA Adult Program

Source: Federal funding through State Department of Employment and Economic Development
PY25 Dollar Amount: $291,185 ($220,718 (DC), $70,467 (SC))
Purpose of Grant: To assist economically disadvantaged adults secure employment and become self-sufficient
Who is served/eligible: Individuals 18 or older who have unstable work histories and/or barriers to permanent employment
How served: Individual case management provides career and personal guidance
Providers: Scott County, HIRED and DEED Job Service

		QUANTITY	QUALITY
Process "input"	EFFORT	***How much did we do? (7/1/25-5/31/26)*** Number Served = 84 New Enrollments = 47	***How well did we do it? (7/1/25-5/31/26)*** Average Time in Program (Days) = 237.6 Exits = 37 total
		Is anyone better off?	
Product "output"	EFFECT	Program participants who obtained employment during the 2nd quarter after program exits (cohort 7/1/25-3/31/26) – Numerator =21; Denominator = 38 Program participants who obtained employment during the 4th quarter after program exits (cohort 7/1/24-3/31/25) – Numerator = 26; Denominator = 43 Median earnings of participants in 2nd quarter after program exits (cohort 7/1/25-3/31/26) – Numerator = 21; Denominator = 38 Credential Attainment Rate (cohort 1/1//24-9/30/24) – Numerator = 20; Denominator = 27	Percentage of program participants who obtained employment during 2nd quarter after program exits (cohort 7/1/25-3/31/26) – 55.3% (goal – 74%) Percentage of program participants who obtained employment during 4th quarter after program exits (cohort 7/1/24-3/31/25) – 60.5% (goal – 73.5%) Median earnings of participants in 2nd quarter after program exits (cohort 7/1/25-3/31/26) – $11,892 (goal - $9,500) Credential Attainment Rate (cohort 1/1/24-9/30/24) – 74.1% (goal – 78%) *Successful Exits – 14 (38%) Average Wage at Placement & Percent Increase/Decrease - $22.26 (+2.5%)

** Successful exits include: Entered registered apprenticeship program; entered unsubsidized employment; found ineligible; started business/self-employed..*

WIOA Dislocated Worker (DW) Program

Source: Federal funding through State Department of Employment and Economic Development
PY24 Dollar Amount: $510,751 ($387,149 (DC), $123,602 (SC))
Purpose of Grant: To provide case management services including support services and training opportunities for individual who lost their jobs through no fault of their own but because of adverse economic conditions that caused down-sizing, reductions in force, mergers/acquisitions, or plant closing.
Who is served/eligible: Unemployed or about to become unemployed based on an employer announcement and eligible for, or exhausted, an unemployment insurance claim.
How served: Individuals work one-on-one with a job counselor to explore re-employment options, training possibilities and develop a plan to gain new employment. This plan may allow retraining to upgrade existing skills or support a career change.
Providers: Scott County, HIRED and DEED Job Service

		QUANTITY	QUALITY
Process "input"	EFFORT	***How much did we do? (7/1/25-5/31/26)*** Number Served = 155 New Enrollments = 94	***How well did we do it? (7/1/25-5/31/26)*** Average Time in Program (Days) = 164.9 Exits = 52 total
		Is anyone better off?	
Product "output"	EFFECT	Program participants who obtained employment during the 2nd quarter after program exits (cohort 7/1/25-3/31/26) – Numerator = 53; Denominator = 64 Program participants who obtained employment during the 4th quarter after program exits (cohort 1/1/24-9/30/24) – Numerator = 34; Denominator = 37 Median earnings of participants in 2nd quarter after program exits (cohort 7/1/25-3/31/26) – Numerator = 53; Denominator = 64 Credential Attainment Rate (cohort 1/1/24-9/30/24) – Numerator = 23; Denominator = 27	Percentage of program participants who obtained employment during 2nd quarter after program exits (cohort 7/1/25-3/31/26) – 82.8% (goal – 77%) Percentage of program participants who obtained employment during 4th quarter after program exits (cohort 1/1/24-9/30/24) – 91.9% (goal – 80%) Median earnings of participants in 2nd quarter after program exits (cohort 7/1/25-3/31/26) – $17,802 (goal - $15,000) Credential Attainment Rate – 85.2% (goal – 84.5%) *Successful Exits –37 (71%) Average Wage at Placement & Percent Increase/Decrease - $41.32 (-10.9%)

** Successful exits include: Entered registered apprenticeship program; entered unsubsidized employment; found ineligible; started business/self-employed..*

State of Minnesota

Joint Powers Agreement

SWIFT Contract Number:_____

This Agreement is between the State of Minnesota, acting through its Commissioner of the Department of Employment and Economic Development ("State") and Dakota County Employment and Economic Assistance Department ("Governmental Unit").

Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The Governmental Unit is in need of State Dislocated Worker Services to provide individuals with career services and training services that will result in suitable employment at a wage that is comparable to their previous wage.

Agreement

1. **Term of Agreement**
   1.1 Effective Date: July 1, 2026, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
   1.2 Expiration Date: June 30, 2027, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. **Agreement between the Parties**
The State will perform the services as outlined in Exhibit A, which is attached and incorporated into this Agreement.

3. **Payment**
The State will be paid for services performed as outlined in Exhibit B, which is attached and incorporated into this Agreement. The total obligation for services performed from DEED to the Governmental Unit will not exceed $424,000.

4. **Authorized Representatives and Program Supervisor**
The State's Authorized Representative is Julie Sachs, Area Supervisor, 350 Burnsville Parkway, Suite 350; Burnsville, MN 55337, 218-396-0523, or his/her successor.

The Governmental Unit's Authorized Representative is Marti Fischbach, Director, 1 Mendota Rd. W, Ste. 500, West St. Paul, MN 55118, 651-554-5742, or his/her successor.

The Governmental Unit's Program Supervisor is Jill Pittelkow, Supervisor- Dakota County; 1 Mendota Rd West; West St. Paul, MN 55118, 651-554-5670 or his/her successor.

5. **Assignment, Amendments, Waiver, and Contract Complete.**

5.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.

5.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.

5.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

5.4 Contract Complete. This Agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6. **Liability.**

Each party will be responsible for its own acts and behaviors and the results thereof.

7. **State Audits.**

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

8. **Government Data Practices.**

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

9. **Venue**

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10. **Termination**

10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 Termination for Insufficient Funding. The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

11. **E-Verify Certification (in accordance with Minn. Stat. § 16C.075).**

For services valued in excess of $50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the State. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc. All subcontractor certifications must be kept on file with Governmental Unit and made available to the State upon request.

1. Governmental Unit

Print Name: _____

Signature: _____

Title: _____ Date: _____

Approved by Dakota County Board Res. No. 24-375

Approved as to form:

_____

2. State Agency
With delegated authority

Print Name: _____

Signature: _____

Title: _____ Date: _____

SWIFT Contract No. _____

3. Commissioner of Administration
As delegated to The Office of State Procurement

Print Name: _____

Signature: _____

Title: _____ Date: _____

Admin ID: _____

EXHIBIT A – WORK STATEMENT

State Dislocated Worker Program

July 1, 2026 – June 30, 2027

STATE RESPONSIBILITIES

State shall provide services as described in this work statement. If there are any inconsistencies between this Agreement and the Workforce Development Area ("WDAs") Request for Proposal or the State's Proposal, the priority of documents shall be as follows: 1) This Agreement; 2) the WDA's Request for Proposals; 3) the State's Proposal.

TARGET GROUP:

Individuals who have been laid off through no fault of their own and who are eligible for Unemployment Insurance benefits or who have exhausted their benefits. Priority of service is given to those identified in local Dakota-Scott Counties Dislocated Worker ("DW") policy.

GOAL/PURPOSE:

To provide individuals with career services and training services that will result in suitable employment at a wage that is comparable to their previous wage.

PROGRAM SERVICES:

State agrees to comply with all stated policies of the Dislocated Worker Program in accordance with all written documents, memoranda and policies as published on the web site https://apps.deed.state.mn.us/ddp/PolicyList.aspx. State agrees to comply with all Dakota-Scott policies that pertain to Workforce Innovation and Opportunities Act ("WIOA") Dislocated Worker and Universal Customers within the One Stop system.

State also agrees to provide services in conformance with WIOA Law (Pub.L.113-128) and to supply all program components as follows:

CAREER FORCE CENTER PRESENCE AND PARTNERSHIP:

DEED Job Service will maintain a presence in the Burnsville CareerForce Center.

State will participate as a partner in the CareerForce One Stop system by attending the CareerForce Committee meetings, CareerForce Center Building meetings, Monthly DW Lead meetings, and other committees, meetings, and trainings, as appropriate and agreed to in writing by both parties.

PARTNERING:

Both DEED Job Service and Hired will have a presence in the Burnsville CareerForce Center and will work together to provide seamless service to WIOA Dislocated Worker customers. Training and services offered to participants will be indistinguishable.

REPORTS:

State will provide written monthly reports to the Dakota County Program Supervisor that indicate the following:

- Referral information – including list of names, dates received, counselor assigned, status.
- Enrollment information (both new enrollments and number served).
- Placement information.

RECRUITMENT

Recruitment into the State Dislocated Worker program is the responsibility of the State.

ORIENTATION:

State will provide DW orientations to individuals or groups. These orientations will offer general program information to prospective participants and provide an opportunity to determine the program's suitability for the individual. State will refer individuals found not to be eligible for the DW program to other programs as appropriate, including but not limited to the WIOA Adult program.

REFERRALS:

Applications will be distributed to State from Dakota County Program Supervisor. Any additional documentation or follow-up will be the responsibility of the State. For referrals received outside of this process, State will be responsible for notifying the Dakota County Program Supervisor and noting referral on monthly report.

DISALLOWED COSTS:

Any disallowed costs identified in State or Federal monitoring are the responsibility of the State.

BILLING:

All bills must be submitted timely. Any bills for training or other services that are submitted 35 days after issuance or more will be charged 1.5% interest for each month ("Late Fee"). These interest costs are the responsibility of the State. The State agrees to discuss in good faith the State's payment of Governmental Unit's Late Fee, within thirty (30) days after receipt of notification from the Governmental Unit of such Late Fee. The parties shall promptly execute an amendment to this Agreement to incorporate any agreed-upon Late Fee prior to payment of any Late Fee.

REPORTING:

The State agrees to supply Dakota County Workforce Services staff with a monthly report of obligated funds for both training and supportive services and a copy of the Annual Comprehensive Financial Report (ACFR) prepared in accordance with generally accepted accounting principles no later than six (6) months from the end of the State's fiscal year(s) which covers all or a portion of the Contract term.

The State is required to submit to Workforce Services staff at least one Success Story about a current or past client, along with an appropriate release of information form, each month.

SUPPORT SERVICE AND TRAINING PAYMENTS:

The State shall authorize support service and training payments for participants. Requests must follow limits outlined in local policy. The State shall refer to the monthly balance in these funding streams as reported by the County and shall be responsible for limiting authorizations to this reported balance. Requests in excess of the balance may not be paid by the County and may become the responsibility of the State. The State shall submit funding authorization requests to the County.

PERFORMANCE STANDARDS:

The State agrees to achieve the negotiated performance standards for all participants exiting.

PERFORMANCE MEASURES:

The State agrees to the following performance measures:

1. Case files maintained according to WDA policy for each participant indicating a monthly contact attempt.
2. Evidence of customer service priority in service delivery, if in place.
3. An Individual Service Strategy (which is employment and training plan that the participant and counselor agree to) including an objective assessment and training plan included in every participant file.
4. Evidence that the Priority of Service for Veterans under WIOA law has been applied where appropriate.
5. Evidence of culturally appropriate services.
6. Supportive service funding authorizations completed accurately, within local policy guidelines, and submitted timely to Dakota County Workforce Services staff.
7. Statement of obligated funds for training and support services submitted monthly to Dakota County Workforce Services staff.
8. Case noted evidence of 90-day post-employment follow-up.
9. Evidence of timely entry of customer data into Workforce One.
10. Availability of internal and WDA policies and procedures to State staff.
11. Cooperation with WDA monitoring of program practices, review of files and survey of program participants.
12. Cooperation with WDA data validation.
13. Evidence of sharing best practices with Governmental Unit contractor(s) to provide best services to participants.
14. State will respond to issues identified in Dakota County Customer Satisfaction Surveys.
15. No more than 5% of enrolled participants may have not received a staff contact attempt in the last thirty days as determined by case notes entered into Workforce One.

If the State fails to achieve the required performance measure during any given month, the State may be required to submit a corrective action plan indicating what steps will be taken to improve the outcomes. The average will be based on the data supplied by DEED.

INFRASTRUCTURE FUNDING AGREEMENTS:

The State agrees to participate in infrastructure funding agreements in Dakota County CareerForce locations.

FAILURE TO PERFORM:

If, at any point in the term of this Agreement, the State fails to meet any of the standards or other deliverables specified in this Agreement, the State may be required to develop a Corrective Action Plan with a timeline and benchmarks for improvement. This plan will be subject to approval by the County. Continued failure to meet deliverables can result in termination of the Agreement upon 30 days' written notice to the State's authorized representative of the alleged breach and opportunity to cure. If after 30 days, the alleged breach has not been remedied, the County may terminate the Agreement.

CHANGES IN STAFFING LEVELS:

The State agrees to notify the Governmental Unit if there is a shift or change in the current number of Full Time Equivalent (FTE) staff providing DW services. Should the amount of FTE be reduced, the State agrees to provide a plan in writing indicating how the expected level of services will be maintained. The plan is subject to approval by County staff.

Inclusion, Diversity & Equity

The County embraces and supports person-centered practices and expects contractors to do the same. Person-centered practices are structured in a way to support a client's comfort and ability to express choice, control, and direction in all aspects of service delivery and support. While the nature of some services and service deliveries is such that it must account for factors beyond the client's choice, control and direction, including, but not limited to, the terms of this Agreement, court orders, the safety of the client and others, and governing law, the County values consideration of the client's perspective, knowing that services are more efficient and effective when aligned with client choice. [For more information, refer to *Person-Centered, Informed Choice and Transition Protocol*, Minnesota Department of Human Services, issued 3/27/17 and updates.]

The County further recognizes that pervasive racism, discrimination and other institutional and community biases, as well as harm from historical trauma, are experienced by cultural communities and that this may contribute to overrepresentation of cultural communities in some County services. Appropriate service delivery often requires open discussion considering the real-life experiences of the people served, paying attention to the impact of pervasive racism and bias. At the referral level, it means inquiring with families about how to integrate their family or individual culture into service delivery. At the service level, it includes attention to outcomes for families receiving services in order to assess whether effectiveness differs in cultural communities and responding to any differences.

It is expected that while performing services for the County, the State shall abstain from unacceptable behaviors including, but not limited to:

- Racial, ethnic or discriminatory jokes or slurs;
- Hostile, condemning, or demeaning communications, both verbal and written;
- Behavior demonstrating disrespect, dishonesty, intimidation, or disruption to the work relationship; and
- Retaliation against any person who reports or addresses unacceptable behavior.

It is the responsibility of the State to ensure staff delivering services for the County are aware of these expectations and trained as needed to ensure respectful, cooperative and professional conduct in interactions with County staff and clients. If the County experiences or receives a report of an unacceptable behavior, it will share the report with State. The State must inform the County of steps

taken to remedy the unacceptable behavior within ten (10) working days. If the unacceptable behavior persists, the County may terminate the Contract pursuant to the termination provision in the Contract.

EXHIBIT B - CONSIDERATION

PAYMENT:
The State is one of two identified contractors for the Governmental Unit at the Burnsville CareerForce Center for the State DW program. In performance year 2026, total contracted case management from both contractors will not exceed: up to $800,000 to serve up to 400 new participants.

The Governmental Unit will remit to DEED payment no later than 30 days from date of invoice.

COST PER PARTICIPANT/INVOICING:

Participant Payment Limitations:

Monthly Enrollment: The State shall be paid for case management at a rate not to exceed $2,120 per enrolled client per year, up to 200 enrollments, for a total cumulative amount not to exceed $424,000. The invoice should specify "Monthly Enrollment" for this amount.

The total obligation of the Governmental Unit to the State shall not exceed $424,000.00.

The County reserves the right to redistribute the amount of clients served by each contractor should one or both contractors not meet enrollment goals. The State shall within ten (10) working days following the last day of the month in which services were provided, submit an invoice and request for payment. The invoice shall certify 1) the new number of applicants enrolled in the program that have not been enrolled previously in the same fiscal year, 2) the total amount owed.

State of Minnesota

Joint Powers Agreement

SWIFT Contract Number:_____

This Agreement is between the State of Minnesota, acting through its Commissioner of the Department of Employment and Economic Development ("State") and Dakota County Employment and Economic Assistance Department ("Governmental Unit").

Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The Governmental Unit is in need of Workforce Innovation and Opportunity Act ("WIOA") Adult Services to provide individuals with career services and training services that will result in suitable employment at a wage that is comparable to their previous wage.

Agreement

1. **Term of Agreement**
   1.1 Effective Date: July 1, 2026, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
   1.2 Expiration Date: June 30, 2027, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. **Agreement between the Parties**
The State will perform the services as outlined in Exhibit A, which is attached and incorporated into this Agreement.

3. **Payment**
The State will be paid for services performed as outlined in Exhibit B, which is attached and incorporated into this Agreement. The total obligation for services performed from DEED to the Governmental Unit will not exceed $53,000.00

4. **Authorized Representatives and Program Supervisor**
The State's Authorized Representative is Julie Sachs, Area Supervisor, 350 Burnsville Parkway, Suite 350; Burnsville, MN 55337, 218-396-0523, or his/her successor.

The Governmental Unit's Authorized Representative is Marti Fischbach, Director, 1 Mendota Rd. W, Ste. 500, West St. Paul, MN 55118, 651-554-5742, or his/her successor.

The Governmental Unit's Program Supervisor is Jill Pittelkow, Supervisor- Dakota County; 1 Mendota Rd West; West St. Paul, MN 55118, 651-554-5670 or his/her successor.

5. **Assignment, Amendments, Waiver, and Contract Complete.**

5.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.

5.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.

5.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

5.4 Contract Complete. This Agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6. **Liability.**

Each party will be responsible for its own acts and behaviors and the results thereof.

7. **State Audits.**

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

8. **Government Data Practices.**

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

9. **Venue**

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10. **Termination**

10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 Termination for Insufficient Funding. The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

11. **E-Verify Certification (in accordance with Minn. Stat. § 16C.075).**

For services valued in excess of $50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the State. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc. All subcontractor certifications must be kept on file with Governmental Unit and made available to the State upon request.

1. Governmental Unit

Print Name: _____

Signature: _____

Title: Date: _____

Approved by Dakota County Board Res. No. 24-375

Approved as to form:

_____

2. State Agency
With delegated authority

Print Name: _____

Signature: _____

Title: Date: _____

SWIFT Contract No. _____

3. Commissioner of Administration
As delegated to The Office of State Procurement

Print Name: _____

Signature: _____

Title: Date: _____

Admin ID: _____

EXHIBIT A – WORK STATEMENT

WIOA ADULT Program

July 1, 2026 – June 30, 2027

STATE RESPONSIBILITIES:
State shall provide services as described in this work statement. If there are any inconsistencies between this Agreement and the Workforce Development Area ("WDAs") Request for Proposal or the State's Proposal, the priority of documents shall be as follows: 1) This Agreement; 2) the WDA's Request for Proposals; 3) the State's Proposal.

TARGET GROUP:

All individuals, who are a U.S. citizen or otherwise legally entitled to work in the United States; are age 18 or older; and are in compliance with Selective Service Registration requirements (per State policy) who are a U.S. citizen or otherwise entitled to work in the United States; eligible to receive any or all of core services, intensive and training services. Priority of Service is given to those identified in local Dakota-Scott Counties WIOA Adult policy.

GOAL/PURPOSE:

To provide individuals with career services and training services that will result in suitable employment at a wage that is comparable to their previous wage.

PROGRAM SERVICES:

State agrees to comply with all stated policies of the WIOA Adult Program in accordance with all written documents, memoranda and policies as published on the web site https://apps.deed.state.mn.us/ddp/PolicyList.aspx. State agrees to comply with all Dakota-Scott policies that pertain to Workforce Innovation and Opportunities Act ("WIOA") Adult and Universal Customers within the One Stop system.

State also agrees to provide services in conformance with WIOA Law (Pub.L.113-128) and to supply all program components as follows:

CAREER FORCE CENTER PRESENCE AND PARTNERSHIP:

DEED Job Service will maintain a presence in the Burnsville CareerForce Center.

State will participate as a partner in the CareerForce One Stop system by attending the CareerForce Committee meetings, CareerForce Center Building meetings, Monthly DW Lead meetings, and other committees, meetings, and trainings, as appropriate and agreed to in writing by both parties.

PARTNERING:

Both DEED Job Service and Hired will have a presence in the Burnsville CareerForce Center and will work together to provide seamless service to WIOA Adult customers. Training and services offered to participants will be indistinguishable.

REPORTS:

State will provide written monthly reports to the Dakota County Program Supervisor that indicate the following:

- Referral information – including list of names, dates received, counselor assigned, status.
- Enrollment information (both new enrollments and number served).
- Placement information.

RECRUITMENT

Recruitment into the WIOA Adult program is the responsibility of the State.

ORIENTATION:

State will provide orientations to individuals or groups. These orientations will offer general program information to prospective participants and provide an opportunity to determine the program's suitability for the individual. State will refer individuals found not to be eligible for the program to other programs as appropriate.

REFERRALS:

Applications will be distributed to State from Dakota County Program Supervisor. Any additional documentation or follow-up will be the responsibility of the State. For referrals received outside of this process, State will be responsible for notifying the Dakota County Program Supervisor and noting referral on monthly report.

DISALLOWED COSTS:

Any disallowed costs identified in State or Federal monitoring are the responsibility of the State.

BILLING:

All bills must be submitted timely. Any bills for training or other services that are submitted 35 days after issuance or more will be charged 1.5% interest for each month ("Late Fee"). These interest costs are the responsibility of the State. The State agrees to discuss in good faith the State's payment of Governmental Unit's Late Fee, within thirty (30) days after receipt of notification from the Governmental Unit of such Late Fee. The parties shall promptly execute an amendment to this Agreement to incorporate any agreed-upon Late Fee prior to payment of any Late Fee.

REPORTING:

The State agrees to supply Dakota County Workforce Services staff with a monthly report of obligated funds for both training and supportive services and a copy of the Annual Comprehensive Financial Report (ACFR) prepared in accordance with generally accepted accounting principles no later than six (6) months from the end of the State's fiscal year(s) which covers all or a portion of the Contract term.

The State is required to submit to Workforce Services staff at least one Success Story about a current or past client, along with an appropriate release of information form, each month.

SUPPORT SERVICE AND TRAINING PAYMENTS:

The State shall authorize support service and training payments for participants. Requests must follow limits outlined in local policy. The State shall refer to the monthly balance in these funding streams as reported by the County and shall be responsible for limiting authorizations to this reported balance. Requests in excess of the balance may not be paid by the County and may become the responsibility of the State. The State shall submit funding authorization requests to the County.

PERFORMANCE STANDARDS:

The State agrees to achieve the negotiated performance standards for all participants exiting.

PERFORMANCE MEASURES:

The State agrees to the following performance measures:

1. Case files maintained according to WDA policy for each participant indicating a monthly contact attempt.
2. Evidence of customer service priority in service delivery, if in place.
3. An Individual Service Strategy (which is employment and training plan that the participant and counselor agree to) including an objective assessment and training plan included in every participant file.
4. Evidence that the Priority of Service for Veterans under WIOA law has been applied where appropriate.
5. Evidence of culturally appropriate services.
6. Supportive service funding authorizations completed accurately, within local policy guidelines, and submitted timely to Dakota County Workforce Services staff.
7. Statement of obligated funds for training and support services submitted monthly to Dakota County Workforce Services staff.
8. Case noted evidence of 90-day post-employment follow-up.
9. Evidence of timely entry of customer data into Workforce One.
10. Availability of internal and WDA policies and procedures to State staff.
11. Cooperation with WDA monitoring of program practices, review of files and survey of program participants.
12. Cooperation with WDA data validation.
13. Evidence of sharing best practices with Governmental Unit contractor(s) to provide best services to participants.
14. State will respond to issues identified in Dakota County Customer Satisfaction Surveys.
15. No more than 5% of enrolled participants may have not received a staff contact attempt in the last thirty days as determined by case notes entered into Workforce One.

If the State fails to achieve the required performance measure during any given month, the State may be required to submit a corrective action plan indicating what steps will be taken to improve the outcomes. The average will be based on the data supplied by DEED.

INFRASTRUCTURE FUNDING AGREEMENTS:

The State agrees to participate in infrastructure funding agreements in Dakota County CareerForce locations.

FAILURE TO PERFORM:

If, at any point in the term of this Agreement, the State fails to meet any of the standards or other deliverables specified in this Agreement, the State may be required to develop a Corrective Action Plan with a timeline and benchmarks for improvement. This plan will be subject to approval by the County. Continued failure to meet deliverables can result in termination of the Agreement upon 30 days' written notice to the State's authorized representative of the alleged breach and opportunity to cure. If after 30 days, the alleged breach has not been remedied, the County may terminate the Agreement.

CHANGES IN STAFFING LEVELS:

The State agrees to notify the Governmental Unit if there is a shift or change in the current number of Full Time Equivalent (FTE) staff providing WIOA Adult program services. Should the amount of FTE be reduced, the State agrees to provide a plan in writing indicating how the expected level of services will be maintained. The plan is subject to approval by County staff.

Inclusion, Diversity & Equity

The County embraces and supports person-centered practices and expects contractors to do the same. Person-centered practices are structured in a way to support a client's comfort and ability to express choice, control, and direction in all aspects of service delivery and support. While the nature of some services and service deliveries is such that it must account for factors beyond the client's choice, control and direction, including, but not limited to, the terms of this Agreement, court orders, the safety of the client and others, and governing law, the County values consideration of the client's perspective, knowing that services are more efficient and effective when aligned with client choice. [For more information, refer to *Person-Centered, Informed Choice and Transition Protocol*, Minnesota Department of Human Services, issued 3/27/17 and updates.]

The County further recognizes that pervasive racism, discrimination and other institutional and community biases, as well as harm from historical trauma, are experienced by cultural communities and that this may contribute to overrepresentation of cultural communities in some County services. Appropriate service delivery often requires open discussion considering the real-life experiences of the people served, paying attention to the impact of pervasive racism and bias. At the referral level, it means inquiring with families about how to integrate their family or individual culture into service delivery. At the service level, it includes attention to outcomes for families receiving services in order to assess whether effectiveness differs in cultural communities and responding to any differences.

It is expected that while performing services for the County, the State shall abstain from unacceptable behaviors including, but not limited to:

- Racial, ethnic or discriminatory jokes or slurs;
- Hostile, condemning, or demeaning communications, both verbal and written;
- Behavior demonstrating disrespect, dishonesty, intimidation, or disruption to the work relationship; and
- Retaliation against any person who reports or addresses unacceptable behavior.

It is the responsibility of the State to ensure staff delivering services for the County are aware of these expectations and trained as needed to ensure respectful, cooperative and professional conduct in interactions with County staff and clients. If the County experiences or receives a report of an unacceptable behavior, it will share the report with State. The State must inform the County of steps taken to remedy the unacceptable behavior within ten (10) working days. If the unacceptable behavior persists, the County may terminate the Contract pursuant to the termination provision in the Contract.

EXHIBIT B - CONSIDERATION

PAYMENT:
The State is one of two identified contractors for the Governmental Unit at the Burnsville CareerForce Center for the WIOA Adult program. In performance year 2026, total contracted case management from both contractors will not exceed: $106,000.00 to serve approximately 50 new participants.

The Governmental Unit will remit to DEED payment no later than 30 days from date of invoice.

COST PER PARTICIPANT/INVOICING:

Participant Payment Limitations:

Monthly Enrollment: The State shall be paid for case management at a rate not to exceed $2,120 per enrolled client per year, up to 25 enrollments, in a total cumulative amount not to exceed $53,000.00. The invoice should specify "Monthly Enrollment" for this amount.

The total obligation of the Governmental Unit to the State shall not exceed $53,000.

The County reserves the right to redistribute the amount of clients served by each contractor should one or both contractors not meet enrollment goals. The State shall within ten (10) working days following the last day of the month in which services were provided, submit an invoice and request for payment. The invoice shall certify: 1) the new number of applicants enrolled in the program that have not been enrolled previously in the same fiscal year, 2) the total amount owed.

Board of Commissioners

Request for Board Action

Item Number: DC-5648 **Agenda #:** 8.4 **Meeting Date:** 6/23/2026

DEPARTMENT: Employment and Economic Assistance
FILE TYPE: Consent Action

TITLE
Authorization To Execute Grant Agreement For State Dislocated Worker Program Services And Execute Related Joint Powers Agreement And Contract

PURPOSE/ACTION REQUESTED
Authorize execution of a grant agreement with the Minnesota Department of Employment and Economic Development (DEED) to provide State Dislocated Worker (DW) Program Services and execute related joint powers agreement (JPA) and contract.

SUMMARY
The Workforce Innovation and Opportunity Act (WIOA) requires each Workforce Development Area (WDA) to submit an annual plan describing how employment and training services will be provided to eligible program participants. By Resolution No. 23-302 (July 18, 2023), the Dakota County Board of Commissioners authorized the execution of a grant agreement with DEED for employment and training programs in the Dakota-Scott WDA for the State DW program in the amount of $1,384,786 for the period of July 1, 2023 through June 30, 2024, based on the allocation formula used by DEED, and execution of contracts with DEED Job Service and HIRED for the period of July 1, 2023 through June 30, 2024.

The funding allocation for the State DW program for July 1, 2024 through June 30, 2025, is $1,407,141 ($1,066,613 Dakota County; $340,528 Scott County). A Request for Proposals (RFP) was issued on March 1, 2024, in which one joint proposal was received from HIRED/DEED Job Service for services (Attachment: Solicitation Summary).

On June 8, 2026, the Dakota-Scott Workforce Development Board's Executive Committee approved the execution of the grant agreement with DEED in an amount of up to $1,700,000 ($1,288,600 Dakota County; $411,400 Scott County) and execution of a JPA with DEED Job Service and execution of a contract with HIRED for the period of July 1, 2026 through June 30, 2027.

OUTCOMES
See Attachment: Performance Outcomes.

RECOMMENDATION
Staff recommends authorization to execute a grant agreement with DEED for employment and training programs in an amount of up to $1,700,000 for the period of July 1, 2026 through June 30, 2028, and execution of a JPA with DEED Job Service in an amount not to exceed $400,000 and execution of a contract with HIRED in an amount not to exceed $400,000 for the period of July 1,

2026 through June 30, 2027.

EXPLANATION OF FISCAL/FTE IMPACTS
These costs are included in the 2026 Employment and Economic Assistance Budget. Any unspent funds in 2026 will be requested to be carried over to the 2027 budget. The contract shall contain a provision that allows the County to immediately terminate the contract in the event sufficient county, state, or federal funds are not appropriated at a level sufficient to allow payment of the amounts due.

The State Dislocated worker grant funds 100% of program expenses and provides an additional 10% of the grant amount as revenue to Dakota county to offset the overhead costs of administering this program.

Funding Source	DEED Not to Exceed	HIRED Not to Exceed	Total Grant Funds	Amount Remaining	Levy Impact
State Dislocated Worker Grant 26-27	$400,000	$400,000	$1,288,600	$488,600	$0

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

RESOLUTION
WHEREAS, the Workforce Innovation and Opportunity Act (WIOA) requires each Workforce Development Area (WDA) to submit an annual plan describing how employment and training services will be provided to eligible program participants; and

WHEREAS, by Resolution No. 23-302 (July 18, 2023), the Dakota County Board of Commissioners authorized the execution of a grant agreement with the Minnesota Department of Employment and Economic Development (DEED) for employment and training programs in the Dakota-Scott WDA for the State Dislocated Worker (DW) program in the amount of $1,384,786 for the period of July 1, 2023 through June 30, 2024, based on the allocation formula used by DEED, and execution of contracts with DEED Job Service and HIRED for the period of July 1, 2023 through June 30, 2024; and

WHEREAS, the funding allocation for the State DW program for July 1, 2024 through June 30, 2025, is $1,407,141 ($1,066,613 Dakota County; $340,528 Scott County); and

WHEREAS, a Request for Proposals (RFP) was issued on March 1, 2024, in which one joint proposal was received from HIRED/DEED Job Service for services; and

WHEREAS, on June 8, 2026, the Dakota-Scott Workforce Development Board's Executive Committee approved the execution of the grant agreement with DEED in an amount of up to $1,700,000 ($1,288,600 Dakota County; $411,400 Scott County) and execution of a JPA with DEED Job Service and execution of a contract with HIRED for the period of July 1, 2026 through June 30, 2027.

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

authorizes an Assistant County Manager, Community Services, to execute a grant agreement with the Minnesota Department of Employment and Economic Development (DEED) to provide State Dislocated Worker Program Services in an amount of up to $1,700,000 for the period of July 1, 2026 through June 30, 2028, 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 an Assistant County Manager, Community Services, to execute a joint powers agreement with DEED Job Service in an amount not to exceed $400,000 and execute a contract with HIRED in an amount not to exceed $400,000 for the period of July 1, 2026 through June 30, 2027, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION
23-302; 07/18/23

ATTACHMENTS
Attachment: Solicitation Summary
Attachment: Performance Outcomes

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

CONTACTS
Department Head: Dana DeMaster
Author: Jill Pittelkow

Solicitation Summary for Employment Services for Dislocated Worker Program and Workforce Investment Opportunity Act (WIOA) Adult Program RFP

Date of Solicitation: March 1, 2024

Number of Proposals Received: 1 (joint proposal from HIRED/DEED)

Review Team Agencies: Dakota Scott Workforce Investment Board

Services Description: This RFP is issued to solicit a contractor or contractors to provide comprehensive employment and training services authorized under both Title I of the Federal Workforce Investment Opportunity Act (Public Law 105-220) and the State Dislocated Worker Program (MN Statutes 116L.17). Initial awards under this RFP will reflect the estimated amount of Federal and State funding to be received for the period July 1, 2024 through June 30, 2025. Funds for the years following will be allocated to the Workforce Service Areas (WSA) by the State of Minnesota to the service provider(s) selected through this RFP process. This subsequent allocation of funds is dependent on the availability of Federal and State Adult and Dislocated Worker funds, provider effectiveness, and demonstrated need for services offered.

The Dakota County Workforce Development Board (WDB) issues this Request for Proposals (RFP) to solicit providers for services to workers dislocated from employment lay-offs of fewer than 50 individuals from a single workplace as well as to unemployed or underemployed adults who are eligible to receive core, intensive and training services under Title I of the Workforce Investment Act. These services are funded by an allocation formula which apportions federal and state monies to WSA.

Dakota County intends to designate one or more service providers for a period up to five years. Proposals must reflect an ability to provide all services designated under this RFP either through the proposer's organization alone or with the proposer and identified subcontractors.

Primary Deliverables:

This RFP is issued to solicit a contractor or contractors to provide comprehensive employment and training services for three distinct programs with three distinct funding streams:

- WIOA Adult services as required under the Workforce Investment Opportunity Act with an estimated annual funding of $325,000.
- Federal Dislocated Worker services as required under the Workforce Investment Act with an estimated annual funding of $450,000.

- State Dislocated Worker services as required under the Minnesota Dislocated Worker Program with an estimated annual funding of $700,000.

These funding projections are subject to change, consistent with final allocation levels established by the State of Minnesota. Dakota County seeks proposals that include service provision for all three programs. An estimated 500 individuals will be served across all programs depending on funding levels.

Dakota County will enter into a per participant, performance-based contract with each successful proposer. Contract language will include a work statement outlining program deliverables, State and Federal performance standards and WSA performance measures.

Solicitation Selection Criteria:

1. **Program Design (25 Points)**

   Provide a concise description of the program design. WIOA Adult and WIOA and State Dislocated Worker program design elements must be in conformance with the Workforce Innovation and Opportunity Act (WIOA) of 2014 and MN Statutes 116L.17 and should include at a minimum the following services:

   - Determination of eligibility
   - Assessment of skills, interests, aptitudes, abilities and supportive service needs
   - Short-term pre-vocational services, including employability skills upgrades and referrals to appropriate employability and soft skills training
   - Provision of labor market information
   - Provision of information on filing and maintaining Unemployment Insurance claims
   - Provision of career counseling
   - Direction to appropriate long and short-term training opportunities, entrepreneurial training and assistance with the financial aid process
   - Assistance with job placement, referrals, including apprenticeships and other work experience
   - Follow-up services up to 1 year.

2. **Knowledge of Statutes and Mandated Programs (10 Points)**

   Describe proposer's current model of recruitment, outreach, eligibility determination, and case management. This model must reflect the intention of WIOA and its programmatic requirements as well as the state-defined purpose of adult and dislocated worker programs. Show evidence of knowledge of adult and dislocated worker employment and training programs, their legislative requirements as well as best practices.

   Under this category, proposals will be rated on evidence of knowledge of WIOA and its provisions for services for adults and dislocated workers and State practices and requirements for dislocated worker programs. Proposers should describe a model for recruitment, outreach, orientation and enrollment, that reflects an efficient cycle time (specify number of weeks) from first contact to first service and that demonstrates understanding of eligibility requirements in all programs.

Participant access to staff should be easy and direct. Components of the case management model must demonstrate mandatory requirements as well as reflect the proposers understanding of best industry practices. Strategies for follow up should harmonize both customer-service and state-mandated considerations.

3. <u>Service Delivery Experience (10 Points)</u>

Describe history of providing WIOA adult and dislocated worker services to a broad range of individuals in multiple employment and training programs for program participants. Demonstrate history of achieving or exceeding negotiated outcomes, mindfulness of customer satisfaction issues and providing culturally appropriate services. Describe history of providing services to Dakota County residents and/or connections with employers and community-based organizations in Dakota County. Describe innovative practices that have shown or can be expected to show positive outcomes for adult and dislocated worker clients.
Under this category, proposals will be rated according to their organization's current and proposed service delivery model and history of representing and providing culturally appropriate services adult and dislocated worker services to a broad range of people and innovation. Proposers should discuss how the current model provides culturally appropriate services and if they would modify or make any changes to their current model. Proposers should also demonstrate a history of offering these programs to participants over the course of at least 3 years. Evidence of meeting and exceeding performance standards is sought.

4. <u>Strategies for Retraining (10 Points)</u>

Proposers must also describe a history of assisting participants with appropriate training opportunities as a part of achieving employment goals. How will eligibility for training be determined? How broad is the proposer's knowledge of training opportunities and what strategies are in place to maintain current knowledge of such opportunities? How are training expenditures determined?

5. <u>Organizational Capacity (10 Points)</u>

Proposers should demonstrate capacity to operate adult and dislocated worker programs for a minimum of 200 individuals depending on funding levels. How are staff trained? How are problems solved? What internal mechanism will the organization employ for coping with change, expanding and contracting capacity? What mechanism will provide for internal evaluation of program effectiveness? What service provision or case management elements most directly influence program outcomes?

In this category, proposals will be rated according to the demonstrated ability to manage adult and dislocated worker programs. It is in the best interest of participants served in these programs in Dakota County to receive services in the CareerForce locations; the ability and willingness to locate staff and services in these CareerForce locations is one key to a successful proposal.

Additionally, the proposer must show a strategy for developing staff as well as supporting and managing change. Adapting to fluctuations in caseload is essential for the successful proposer as are staff qualifications and experience.

6. Program Management and Tracking (10 Points)

Proposals will also be evaluated on the demonstrated capacity for internal tracking of participant activity, organizational performance and spending. How will proposer track participant progress, service outcomes, and expenditures (including funds obligated)? Proposers should demonstrate a mechanism for broad internal program evaluation. Can the proposer identify specific program strategies that yield favorable outcomes for participants? What program components demonstrate the proposer's commitment to continuous improvement? Customer satisfaction? Dakota County also seeks strategies for effectively addressing customer complaints.

7. Leveraged Resources (10 Points)

Proposer should demonstrate ability to leverage additional funds and in-kind services for adult and dislocated worker programs using outside partnerships and/or internal economies of scale. Describe proposer's history of collaboration with other partners or across agency lines and the accrued benefits to program participants. How have connections with outside organizations and/or with proposer's own larger organization been utilized to broaden the scale of your service delivery? What resources, both monetary and in-kind, can proposer bring to these programs in Dakota County? Does proposer have connections to employers and community-based organizations in Dakota County?

Proposer should also demonstrate ability and willingness to locate in Dakota County's two CareerForce locations and to participate in infrastructure funding agreements.

In this category, proposals will be rated according to their demonstrated ability and willingness to bring resources to adult and dislocated worker programs in Dakota County. Value can be added to these programs both through a strategic use of partnerships with outside organizations and through economies of scale within a proposer's own organization. Proposers will total both monetary and in-kind resources that can be leveraged. A budget estimator sheet is attached.

8. Additional Items (15 points)

1. An organizational chart depicting reporting structure, staff roles, and the larger organization beyond the scope of adult and dislocated worker programs.
2. Copies of fiscal and program tracking tools for one month.
3. Job descriptions of staff members who will deliver services under the programs listed in this RFP.
4. One year of performance data.
5. A copy of your *current* insurance certificate.

Evaluation Results:

After a thorough review, the review panel recommended to award contracts with: HIRED and DEED. These providers are the current contracted providers.

Rationale of Recommended Vendor:

HIRED and DEED submitted a joint proposal which was the only proposal received and met all of the requirements from the evaluation criteria. HIRED and DEED have been long-time contracted vendors for these services.

State Dislocated Worker (DW) Program

Source: State Department of Employment and Economic Development. The State Dislocated Worker program is funded wholly through an employer tax, currently set at .10% of payroll if 50 or more state employees.
PY24 Dollar Amount: $1,400,887 ($1,061,872 (DC), $339,015 (SC))
Purpose of Grant: To provide case management services including support services and training opportunities for individual who lost their jobs through no fault of their own but because of adverse economic conditions that caused down-sizing, reductions in force, mergers/acquisitions, or plant closing.
Who is served/eligible: Unemployed or about to become unemployed based on an employer announcement and eligible for, or exhausted, an unemployment insurance claim.
How served: Individuals work one-on-one with a job counselor to explore re-employment options, training possibilities and develop a plan to gain new employment. This plan may allow retraining to upgrade existing skills or support a career change.
Providers: Scott County, HIRED and DEED Job Service

		QUANTITY	QUALITY
Process "input"	EFFORT	***How much did we do? (7/1/25-5/31/26)*** Number Served = 376 New Enrollments = 228	***How well did we do it? (7/1/25-5/31/26)*** Average Time in Program (Days) = 227.3 Exits = 156 total
		Is anyone better off?	
Product "output"	EFFECT	Program participants who obtained employment during the 2nd quarter after program exits (cohort 7/1/25-3/31/26) – Numerator =166; Denominator = 209 Program participants who obtained employment during the 4th quarter after program exits (cohort 1/1/24-9/30/24) – Numerator = 148; Denominator = 184 Median earnings of participants in 2nd quarter after program exits (cohort 7/1/25-3/31/26) – Numerator = 166; Denominator = 209 Credential Attainment Rate (cohort 1/1/24-9/30/24) – Numerator = 56; Denominator = 76	Percentage of program participants who obtained employment during 2nd quarter after program exits (cohort 7/1/25-3/31/26) – 79.4% (goal – 77%) Percentage of program participants who obtained employment during 4th quarter after program exits (cohort 1/1/24-9/30/24) – 80.4% (goal – 80%) Median earnings of participants in 2nd quarter after program exits (cohort 7/1/25-3/31/26) – $18,800 (goal - $15,000) Credential Attainment Rate (cohort 1/1/24-9/30/24) – 73.7% (goal – 84.5%) *Successful Exits – 105 (67%) Wage at Placement: $40.94; 22% decrease from Wage at Entrance
		** Successful exits include: Entered registered apprenticeship program; entered unsubsidized employment; found ineligible; started business/self-employed..*	

State of Minnesota

Joint Powers Agreement

SWIFT Contract Number:_____

This Agreement is between the State of Minnesota, acting through its Commissioner of the Department of Employment and Economic Development ("State") and Dakota County Employment and Economic Assistance Department ("Governmental Unit").

Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The Governmental Unit is in need of State Dislocated Worker Services to provide individuals with career services and training services that will result in suitable employment at a wage that is comparable to their previous wage.

Agreement

1. **Term of Agreement**
   1.1 Effective Date: July 1, 2026, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
   1.2 Expiration Date: June 30, 2027, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. **Agreement between the Parties**
The State will perform the services as outlined in Exhibit A, which is attached and incorporated into this Agreement.

3. **Payment**
The State will be paid for services performed as outlined in Exhibit B, which is attached and incorporated into this Agreement. The total obligation for services performed from DEED to the Governmental Unit will not exceed $424,000.

4. **Authorized Representatives and Program Supervisor**
The State's Authorized Representative is Julie Sachs, Area Supervisor, 350 Burnsville Parkway, Suite 350; Burnsville, MN 55337, 218-396-0523, or his/her successor.

The Governmental Unit's Authorized Representative is Marti Fischbach, Director, 1 Mendota Rd. W, Ste. 500, West St. Paul, MN 55118, 651-554-5742, or his/her successor.

The Governmental Unit's Program Supervisor is Jill Pittelkow, Supervisor- Dakota County; 1 Mendota Rd West; West St. Paul, MN 55118, 651-554-5670 or his/her successor.

5. **Assignment, Amendments, Waiver, and Contract Complete.**

5.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.

5.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.

5.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

5.4 Contract Complete. This Agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6. **Liability.**

Each party will be responsible for its own acts and behaviors and the results thereof.

7. **State Audits.**

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

8. **Government Data Practices.**

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

9. **Venue**

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10. **Termination**

10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 Termination for Insufficient Funding. The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

11. **E-Verify Certification (in accordance with Minn. Stat. § 16C.075).**

For services valued in excess of $50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the State. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc. All subcontractor certifications must be kept on file with Governmental Unit and made available to the State upon request.

1. Governmental Unit

Print Name: _____

Signature: _____

Title: _____ Date: _____

Approved by Dakota County Board Res. No. 24-375

Approved as to form:

_____

2. State Agency
With delegated authority

Print Name: _____

Signature: _____

Title: _____ Date: _____

SWIFT Contract No. _____

3. Commissioner of Administration
As delegated to The Office of State Procurement

Print Name: _____

Signature: _____

Title: _____ Date: _____

Admin ID: _____

EXHIBIT A – WORK STATEMENT

State Dislocated Worker Program

July 1, 2026 – June 30, 2027

STATE RESPONSIBILITIES

State shall provide services as described in this work statement. If there are any inconsistencies between this Agreement and the Workforce Development Area ("WDAs") Request for Proposal or the State's Proposal, the priority of documents shall be as follows: 1) This Agreement; 2) the WDA's Request for Proposals; 3) the State's Proposal.

TARGET GROUP:

Individuals who have been laid off through no fault of their own and who are eligible for Unemployment Insurance benefits or who have exhausted their benefits. Priority of service is given to those identified in local Dakota-Scott Counties Dislocated Worker ("DW") policy.

GOAL/PURPOSE:

To provide individuals with career services and training services that will result in suitable employment at a wage that is comparable to their previous wage.

PROGRAM SERVICES:

State agrees to comply with all stated policies of the Dislocated Worker Program in accordance with all written documents, memoranda and policies as published on the web site https://apps.deed.state.mn.us/ddp/PolicyList.aspx. State agrees to comply with all Dakota-Scott policies that pertain to Workforce Innovation and Opportunities Act ("WIOA") Dislocated Worker and Universal Customers within the One Stop system.

State also agrees to provide services in conformance with WIOA Law (Pub.L.113-128) and to supply all program components as follows:

CAREER FORCE CENTER PRESENCE AND PARTNERSHIP:

DEED Job Service will maintain a presence in the Burnsville CareerForce Center.

State will participate as a partner in the CareerForce One Stop system by attending the CareerForce Committee meetings, CareerForce Center Building meetings, Monthly DW Lead meetings, and other committees, meetings, and trainings, as appropriate and agreed to in writing by both parties.

PARTNERING:

Both DEED Job Service and Hired will have a presence in the Burnsville CareerForce Center and will work together to provide seamless service to WIOA Dislocated Worker customers. Training and services offered to participants will be indistinguishable.

REPORTS:

State will provide written monthly reports to the Dakota County Program Supervisor that indicate the following:

- Referral information – including list of names, dates received, counselor assigned, status.
- Enrollment information (both new enrollments and number served).
- Placement information.

RECRUITMENT

Recruitment into the State Dislocated Worker program is the responsibility of the State.

ORIENTATION:

State will provide DW orientations to individuals or groups. These orientations will offer general program information to prospective participants and provide an opportunity to determine the program's suitability for the individual. State will refer individuals found not to be eligible for the DW program to other programs as appropriate, including but not limited to the WIOA Adult program.

REFERRALS:

Applications will be distributed to State from Dakota County Program Supervisor. Any additional documentation or follow-up will be the responsibility of the State. For referrals received outside of this process, State will be responsible for notifying the Dakota County Program Supervisor and noting referral on monthly report.

DISALLOWED COSTS:

Any disallowed costs identified in State or Federal monitoring are the responsibility of the State.

BILLING:

All bills must be submitted timely. Any bills for training or other services that are submitted 35 days after issuance or more will be charged 1.5% interest for each month ("Late Fee"). These interest costs are the responsibility of the State. The State agrees to discuss in good faith the State's payment of Governmental Unit's Late Fee, within thirty (30) days after receipt of notification from the Governmental Unit of such Late Fee. The parties shall promptly execute an amendment to this Agreement to incorporate any agreed-upon Late Fee prior to payment of any Late Fee.

REPORTING:

The State agrees to supply Dakota County Workforce Services staff with a monthly report of obligated funds for both training and supportive services and a copy of the Annual Comprehensive Financial Report (ACFR) prepared in accordance with generally accepted accounting principles no later than six (6) months from the end of the State's fiscal year(s) which covers all or a portion of the Contract term.

The State is required to submit to Workforce Services staff at least one Success Story about a current or past client, along with an appropriate release of information form, each month.

SUPPORT SERVICE AND TRAINING PAYMENTS:

The State shall authorize support service and training payments for participants. Requests must follow limits outlined in local policy. The State shall refer to the monthly balance in these funding streams as reported by the County and shall be responsible for limiting authorizations to this reported balance. Requests in excess of the balance may not be paid by the County and may become the responsibility of the State. The State shall submit funding authorization requests to the County.

PERFORMANCE STANDARDS:

The State agrees to achieve the negotiated performance standards for all participants exiting.

PERFORMANCE MEASURES:

The State agrees to the following performance measures:

1. Case files maintained according to WDA policy for each participant indicating a monthly contact attempt.
2. Evidence of customer service priority in service delivery, if in place.
3. An Individual Service Strategy (which is employment and training plan that the participant and counselor agree to) including an objective assessment and training plan included in every participant file.
4. Evidence that the Priority of Service for Veterans under WIOA law has been applied where appropriate.
5. Evidence of culturally appropriate services.
6. Supportive service funding authorizations completed accurately, within local policy guidelines, and submitted timely to Dakota County Workforce Services staff.
7. Statement of obligated funds for training and support services submitted monthly to Dakota County Workforce Services staff.
8. Case noted evidence of 90-day post-employment follow-up.
9. Evidence of timely entry of customer data into Workforce One.
10. Availability of internal and WDA policies and procedures to State staff.
11. Cooperation with WDA monitoring of program practices, review of files and survey of program participants.
12. Cooperation with WDA data validation.
13. Evidence of sharing best practices with Governmental Unit contractor(s) to provide best services to participants.
14. State will respond to issues identified in Dakota County Customer Satisfaction Surveys.
15. No more than 5% of enrolled participants may have not received a staff contact attempt in the last thirty days as determined by case notes entered into Workforce One.

If the State fails to achieve the required performance measure during any given month, the State may be required to submit a corrective action plan indicating what steps will be taken to improve the outcomes. The average will be based on the data supplied by DEED.

INFRASTRUCTURE FUNDING AGREEMENTS:

The State agrees to participate in infrastructure funding agreements in Dakota County CareerForce locations.

FAILURE TO PERFORM:

If, at any point in the term of this Agreement, the State fails to meet any of the standards or other deliverables specified in this Agreement, the State may be required to develop a Corrective Action Plan with a timeline and benchmarks for improvement. This plan will be subject to approval by the County. Continued failure to meet deliverables can result in termination of the Agreement upon 30 days' written notice to the State's authorized representative of the alleged breach and opportunity to cure. If after 30 days, the alleged breach has not been remedied, the County may terminate the Agreement.

CHANGES IN STAFFING LEVELS:

The State agrees to notify the Governmental Unit if there is a shift or change in the current number of Full Time Equivalent (FTE) staff providing DW services. Should the amount of FTE be reduced, the State agrees to provide a plan in writing indicating how the expected level of services will be maintained. The plan is subject to approval by County staff.

Inclusion, Diversity & Equity

The County embraces and supports person-centered practices and expects contractors to do the same. Person-centered practices are structured in a way to support a client's comfort and ability to express choice, control, and direction in all aspects of service delivery and support. While the nature of some services and service deliveries is such that it must account for factors beyond the client's choice, control and direction, including, but not limited to, the terms of this Agreement, court orders, the safety of the client and others, and governing law, the County values consideration of the client's perspective, knowing that services are more efficient and effective when aligned with client choice. [For more information, refer to *Person-Centered, Informed Choice and Transition Protocol*, Minnesota Department of Human Services, issued 3/27/17 and updates.]

The County further recognizes that pervasive racism, discrimination and other institutional and community biases, as well as harm from historical trauma, are experienced by cultural communities and that this may contribute to overrepresentation of cultural communities in some County services. Appropriate service delivery often requires open discussion considering the real-life experiences of the people served, paying attention to the impact of pervasive racism and bias. At the referral level, it means inquiring with families about how to integrate their family or individual culture into service delivery. At the service level, it includes attention to outcomes for families receiving services in order to assess whether effectiveness differs in cultural communities and responding to any differences.

It is expected that while performing services for the County, the State shall abstain from unacceptable behaviors including, but not limited to:

- Racial, ethnic or discriminatory jokes or slurs;
- Hostile, condemning, or demeaning communications, both verbal and written;
- Behavior demonstrating disrespect, dishonesty, intimidation, or disruption to the work relationship; and
- Retaliation against any person who reports or addresses unacceptable behavior.

It is the responsibility of the State to ensure staff delivering services for the County are aware of these expectations and trained as needed to ensure respectful, cooperative and professional conduct in interactions with County staff and clients. If the County experiences or receives a report of an unacceptable behavior, it will share the report with State. The State must inform the County of steps

taken to remedy the unacceptable behavior within ten (10) working days. If the unacceptable behavior persists, the County may terminate the Contract pursuant to the termination provision in the Contract.

EXHIBIT B - CONSIDERATION

PAYMENT:
The State is one of two identified contractors for the Governmental Unit at the Burnsville CareerForce Center for the State DW program. In performance year 2026, total contracted case management from both contractors will not exceed: up to $800,000 to serve up to 400 new participants.

The Governmental Unit will remit to DEED payment no later than 30 days from date of invoice.

COST PER PARTICIPANT/INVOICING:

Participant Payment Limitations:

Monthly Enrollment: The State shall be paid for case management at a rate not to exceed $2,120 per enrolled client per year, up to 200 enrollments, for a total cumulative amount not to exceed $424,000. The invoice should specify "Monthly Enrollment" for this amount.

The total obligation of the Governmental Unit to the State shall not exceed $424,000.00.

The County reserves the right to redistribute the amount of clients served by each contractor should one or both contractors not meet enrollment goals. The State shall within ten (10) working days following the last day of the month in which services were provided, submit an invoice and request for payment. The invoice shall certify 1) the new number of applicants enrolled in the program that have not been enrolled previously in the same fiscal year, 2) the total amount owed.

Board of Commissioners

Request for Board Action

Item Number: DC-5725 **Agenda #:** 8.5 **Meeting Date:** 6/23/2026

DEPARTMENT: Social Services-Adult Services
FILE TYPE: Consent Action

TITLE
Authorization To Submit Grant Application To Minnesota Department Of Public Safety Office Of Justice Programs For Crisis Intervention Grant

PURPOSE/ACTION REQUESTED
Authorize submission of application to the Minnesota Department of Public Safety (DPS) Office of Justice Programs (OJP) for Crisis Intervention and Behavioral Health grant funds.

SUMMARY
Dakota County operates an embedded social worker program with Joint Powers Agreements with cities through December 31, 2026. Eight full-time equivalent (FTE) embedded social workers are funded with a combination of levy, state grant dollars and American Rescue Plan (ARP).

With ARP funding source expiring December 31, 2026, staff is seeking alternate funding sources.

On May 18, 2026, the Department of Public Safety (DPS) Office of Justice Programs (OJP) released a request for proposal (RFP) with funding from the Byrne State Crisis Intervention Program (Byrne SCIP) for the purpose of enhancing crisis intervention and behavioral health services in Minnesota. Funding is to support initiatives that improve crisis response systems, address behavioral health workforce shortages, and increase access to crisis intervention services.

The OJP grant period is anticipated to be approximately 23 months, beginning on or around November 1, 2026, and ending September 30, 2028. The maximum amount an applicant can propose is $250,000. Indirect costs can be requested in one of the following ways: budget expenses directly in eligible categories, using the Federally Negotiated Indirect Cost rate, and using the 15 percent de Minimis Indirect Cost Rate. Dakota County's application will maximize the allowable indirect rate.

Applications are due July 13, 2026 (Attachment: Crisis Intervention RFP).

RECOMMENDATION
Staff recommends authorization to submit an application to DPS for Crisis Intervention and Behavioral Health grant funds for the period of November 1, 2026 through September 30, 2028, at the maximum allowable amount of $250,000, budgeting allowable indirect costs.

EXPLANATION OF FISCAL/FTE IMPACTS
If received, staff will come back with a recommendation to amend the 2026 Adopted Budget and any

additional funds that carry over will be incorporated into the 2027 County Manager's Recommended Budget.

Fund Source	2026 Adopted Budget	2026 Amended Budget	2026 Proposed Budget	2027 Planning Base
Levy	270,046	270,046	270,046	270,046
ARP	675,042	389,009	389,009	-
SSTS/Billing Revenue	160,000	160,000	160,000	160,000
New Crisis Intervention Grant (less indirect)	-	-	212,500	-
New Crisis Grant (less indirect)	-	-	73,533	180,000
General Fund-Fund Balance/Unfunded	-	286,033	-	495,042
Total	**1,105,088**	**1,105,088**	**1,105,088**	**1,105,088**

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

RESOLUTION

WHEREAS, Dakota County operates an embedded social worker program with Joint Powers Agreements with cities through December 31, 2026; and

WHEREAS, eight full-time equivalent (FTE) embedded social workers are funded with a combination of levy, state grant dollars and American Rescue Plan (ARP); and

WHEREAS, with ARP funding source expiring December 31, 2026, staff is seeking alternate funding sources; and

WHEREAS, on May 18, 2026, the Department of Public Safety (DPS) Office of Justice Programs (OJP) released a request for proposal (RFP) with funding from the Byrne State Crisis Intervention Program (Byrne SCIP) for the purpose of enhancing crisis intervention and behavioral health services in Minnesota; and

WHEREAS, funding is to support initiatives that improve crisis response systems, address behavioral health workforce shortages, and increase access to crisis intervention services; and

WHEREAS, the grant period is anticipated to be approximately 23 months, beginning on or around November 1, 2026, and ending September 30, 2028, and the maximum amount an applicant can propose is $250,000 for the grant period; and

WHEREAS, indirect costs can be requested in one of the following ways: budget expenses directly in eligible categories, using the Federally Negotiated Indirect Cost rate, and using the 15 percent de Minimis Indirect Cost Rate; and

WHEREAS, Dakota County's application will maximize the allowable indirect rate; and

WHEREAS, applications are due July 13, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an Assistant County Manager, Community Services, to submit an application to the Minnesota Department of Public Safety for Crisis Response Grant funds in an amount up to $250,000 for the period of November 1, 2026 through September 30, 2028.

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: Crisis Intervention RFP

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

CONTACTS
Department Head: Emily Schug
Author: Ericka Hammer

Department of Public Safety

Minnesota Office of Justice Programs

Crisis Intervention & Behavioral Health Grants

Byrne State Crisis Intervention Program (Byrne SCIP)

GRANT REQUEST FOR PROPOSALS (RFP)

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Request for Proposals (RFP) Part 1: Overview

1.1 General Information

- Grant Name: Crisis Intervention & Behavioral Health Grants - Byrne SCIP
- Minnesota Office of Justice Programs (OJP) Website
- Open for Applications: Monday, May 18, 2026
- Application Due Date: Monday, July 13, 2026, at 4:00pm

1.2 Program Description

The Office of Justice Programs (OJP) is seeking applications for funding under the Byrne State Crisis Intervention Program (Byrne SCIP) to enhance crisis intervention and behavioral health services in Minnesota. This funding opportunity is designed to support initiatives that improve crisis response systems, address behavioral health workforce shortages, and increase access to crisis intervention services. Byrne SCIP is authorized by the Bipartisan Safer Communities Supplemental Appropriations Act, 2022 (Pub.L.No.117-159, 136 Stat. 1313, 1339); 28 U.S.C. 530C.

1.3 DPS's Commitment to All Minnesotans

It is the policy of the State of Minnesota to ensure that everyone has the opportunity to thrive. The state will recognize its full potential when all Minnesotans are provided the opportunity to lead healthy, fulfilled lives. DPS contributes to safe and thriving communities through the work of our divisions, which includes the issuance of competitive grant awards. When making funding decisions, DPS will consider how an applicant's proposal achieves the goals of the grant program and furthers DPS's mission to serve all communities to build a safer Minnesota.

1.4 Funding and Project Dates

Funding Authorization

Byrne SCIP is authorized by the Bipartisan Safer Communities Supplemental Appropriations Act, 2022 (Pub.L.No.117-159, 136 Stat. 1313, 1339); 28 U.S.C. 530C. Award Number: 15PBJA-23-GG-00018-BSCI

Program Dates

The grant period is expected to be 23 months starting on or around November 1, 2026, through September 30, 2028.

Available Funding

A total of up to $1,699,999 is available for the grant period, with $999,999 allocated for Local or Tribal governments and $700,000 designated for Non-Profit organizations.

There is no match requirement for this program.

Reimbursement Grant

This is a reimbursement only grant, with no funds being advanced to the grantee at time of award.

Application Cap

The maximum amount an applicant can propose is $250,000 for the grant period. Applicants may propose less than the $250,000 cap. Award decisions will consider geographic diversity and population of area served in grant distribution based on grant applications received. Final award amounts may be lower than requested.

1.5 Eligible Applicants

Non-Profit organizations and local units of government and Tribal governments are eligible to apply, including county sheriff's offices, police departments, and Tribal public safety agencies. A group of agencies may collaborate on a joint application with only one serving as the fiscal agency. Joint applications cannot exceed the $250,000 cap per proposal.

1.6 Questions, Technical Assistance, and Information Sessions

Please submit any questions regarding this RFP by email Natty.B.Hels@state.mn.us . Answers will be posted on the Frequently Asked Questions' page of the OJP website within 7 days of receipt.

RFP Information Session

OJP will offer two online information sessions that include time for questions and answers. In the sessions staff will provide a brief background on the Byrne SCIP grant program, walk through the RFP and application requirements, and give an overview of the application review process. At the end of the session, staff will open it up for questions. Although not required, prospective applicants are encouraged to participate in at least one of the sessions. Questions and answers from the webinar will be posted on the Frequently Asked Questions' page on the OJP Website.

Crisis Intervention & Behavioral Health Grants (Byrne SCIP) RFP Information Session:

Monday, June 8, 2026, from 10:00 AM – 11:00 AM. Register here.

RFP Part 2: Resources and Requirements

2.1 Background Information

The Byrne State Crisis Intervention Program (Byrne SCIP) is authorized by the Bipartisan Safer Communities Supplemental Appropriations Act of 2022 through Congress. The purpose of Byrne SCIP is to provide funding for the creation and/or implementation of extreme risk protection order (ERPO) programs, state crisis intervention court proceedings, and related gun violence reduction programs and initiatives.

The United States Department of Justice - Bureau of Justice Assistance (BJA) administers the Byrne SCIP program on behalf of the federal government. The Minnesota Department of Public Safety - Office of Justice Programs (OJP) is the state administering agency (SAA) for the Byrne SCIP funds in Minnesota and as such is responsible for oversight and administration of Byrne SCIP funds. This program plan encompasses the fiscal years 2022-2023 Byrne SCIP award to Minnesota for $3,723,326.

Each state must use a crisis intervention advisory board to inform and guide the state's gun violence reduction programs and initiatives funded under the Byrne SCIP program. In 2023, OJP formed the Minnesota State Crisis Intervention Program Advisory Board (Advisory Board) for this purpose.

In 2023, OJP established the Minnesota State Crisis Intervention Program Advisory Board (Advisory Board) to guide and support the state's gun violence reduction programs and initiatives funded under the Byrne SCIP program. The Advisory Board, composed of 12 members selected through an open application process, included representatives from law enforcement, the courts, prosecution, behavioral health providers, victim services, legal counsel, and community members.

Through its work, the Advisory Board identified key priorities for crisis intervention and behavioral health initiatives in Minnesota, particularly:

- The need to develop, enhance, and expand crisis intervention services with a strong emphasis on indigenous Minnesotans.
- The importance of broad and community-specific engagement, outreach, and education to ensure that Minnesotans understand and can access crisis intervention services.
- The critical shortage of behavioral health practitioners in Minnesota and the challenges this shortage presents for strengthening crisis response services. The Board emphasized the need to assess and address these workforce challenges within Byrne SCIP-funded projects.

2.2 Eligible Projects

This RFP will provide grants to organizations and agencies implementing crisis intervention and behavioral health services that prioritize mental/behavioral health expertise and social support. Funding will support a variety of crisis response models, including civilian-only response approaches as well as those involving law enforcement. Examples of eligible activities include:

Crisis Intervention Services & Response Models:

- Voluntary Engagement Pilots: Grants to counties to hire staff to provide engagement services for individuals struggling with their mental health but who do not meet the criteria for a civil commitment.
- Triage services, mobile crisis units (both co-responder and civilian only), and peer support specialists.
- Behavioral health responses and civil legal responses to people in crisis, such as regional crisis call centers, crisis mobile team response, and crisis receiving and stabilization facilities for individuals in crisis.
- Suicide and crisis prevention and referral to services.
- Assertive community treatment.

Law Enforcement & First Responder Programs:

- Pre-arrest law enforcement and first responder deflection.
- Embedding social workers and other licensed behavioral health professionals within law enforcement and co-responder programs.
- Related law enforcement-based programs, training, and technology focused on crisis intervention for those at risk to themselves or others.

Training:

- Behavioral threat assessment programs and related training.
- De-escalation training for law enforcement, first responders, and other justice practitioners.
- Specialized training for individuals who work with or are in families of adults and youth who are in crisis.

Technology:

- Technological supports such as smartphone applications to help families and patients navigate mental health and related systems.
- Telehealth initiatives, including technology solutions for telehealth visits outside the hospital.

Partnerships and Funding Prioritization:

OJP will prioritize applications that demonstrate multi-disciplinary partnerships between local or Tribal governments, law enforcement, behavioral health organizations, and other community-based service providers. To encourage collaboration, OJP will:

- Support partnership development efforts.
- Provide additional scoring for applications demonstrating partnerships.
- Require evidence of partnerships in competitive grant applications.

2.3 Ineligible Projects Expenses and Other Considerations

In addition to the unallowable costs identified in the DOJ Grants Financial Guide, award funds may not be used for the following:

- Prizes, rewards, entertainment, trinkets (or any type of monetary incentive)
- Client stipends
- Gift cards
- Food and beverage
- Unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV
- In general, as a matter of federal law, funds may not be used, either directly or indirectly, to support the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. Recipients and subrecipients must comply with the provisions in 2 C.F.R. § 200.450 (Lobbying) and 18 U.S.C. 1913, as appropriate. Also, see Chapter 2.1 of the DOJ Grants Financial Guide for specifics about restrictions on lobbying. Should any question arise as to whether a particular use of award funds would or might fall within the scope of these prohibitions, the recipient is to contact BJA for guidance, and may not proceed without the express prior written approval of BJA.
- Recipients of all OJP awards dated after May 1, 2023, must comply with restrictions on the use of federal funds for certain prohibited and controlled expenditures, consistent with OJP's policy implementing Executive Order 14074, "Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety."

2.4 Resources

- Fact sheet from the Bureau of Justice Assistance: Byrne State Crisis Intervention Program
- The Sequential Intercept Model: Building Blocks for Strategic Planning

- A guide for local mental health advocates, mental health professionals, law enforcement and community leaders through the process of starting and sustaining their CIT programs: CIT International's Guide to Best Practices in Mental Health Crisis Response
- From SAMHSA: The National Behavioral Health Crisis Care Guidance provides a framework for transforming behavioral health crisis care systems in communities throughout the United States with the goal of saving lives by helping anyone experiencing a behavioral health crisis anytime, anywhere. It also includes a draft of a detailed implementation guide for Mobile Crisis Team services in accordance with this newly released framework.
- Connections among criminal justice agencies, behavioral health organizations, and the community: Justice and Mental Health Collaboration Program
- Step Up Together: A data-driven framework that assists counties through training, resources, and support that are tailored to local needs
- Responding to individuals in behavioral health crisis via co-responder models: The Roles of Cities, Counties, Law Enforcement, and Providers
- Podcast: Meet the New Generation of Unarmed First Responders | The Marshall Project
- From the Bureau of Justice Assistance: Police-Mental Health Collaboration (PHMC) Toolkit
- From IACP: Responding to Persons Experiencing a Mental Health Crisis
- The Law Enforcement-Mental Health Learning Site Program serves as a peer-to-peer learning program for law enforcement agencies seeking to build collaborative responses to people who have mental health needs.
- Trainings from Minnesota Crisis Intervention Team
- From NAMI: Crisis Intervention Team (CIT) Advocacy Toolkit
- Model programs and resources on evidence-based and best practices: Best Practices in Law Enforcement Responses to Mental Health Crises
- FY 22/23 Byrne SCIP Subaward Summary

2.5 Grant Activity Requirements

Community and Systems Partnerships

Since interventions rarely, if ever occur within one organization or system, it is expected that the key stakeholders of your project are invited to and authentically engage with all aspects of this process. Genuine partnerships and collaborations involve clear roles and responsibilities, and partners are compensated whenever possible. Grantees should work together in partnership with relevant stakeholders, which may be systems partners, other community organizations, local public health, businesses, or other government agencies.

Program Evaluation

Program evaluation is an important component of this grant program, it can help organizations understand, verify, or increase the effectiveness of the activities funded under this grant. Program evaluation can also provide data to highlight the impact of the activities funded in this grant and can show how the grantee is meeting the goals set in this application. Grantees may use funds for staff to work on evaluation or may subcontract with external evaluation partners. Evaluation may include, but is not limited to, developing an evaluation plan, developing data collection tools, collecting, and analyzing evaluation data and attending in-state evaluation training and technical assistance events.

Federal Requirements

1. SAM.gov Registration
   All applicants for grants supported with federal funds must have an active Entity Registration in SAM.gov (System for Awards Management). The Unique Entity ID (UEI) is assigned automatically to entities when they register on Sam.gov. This registration process can take 7-10 days or even more if you have let your registration expire; it is recommended you start this process as soon as possible to prevent any issues with submitting your application. Please refer to the SAM.gov Entity Registration Resources for assistance with this process. Note: This is a no-cost requirement to receive federal funding. If the website asks you to pay a fee, it is not the correct website. Your SAM.gov registration needs to remain active throughout the grant period by renewing it annually – please track your registration expiration date and renew when needed.

   Requirement for this application: Click on your name at the top right of the IGX window, click Profile, and then click Organization Information on the left-hand side navigation panel. Verify that your organization's SAM UEI is entered in its field under the General Information section. If it is not entered, enter it and then click the Search button to the right of the SAM UEI field. Whether the SAM UEI was already there, or you just entered it and clicked Search, please be sure that the Additional Information section further down the page populates the SAM UEI Active Status and SAM UEI Deactivation Date information. If they say "No valid SAM UEI Found" please re-verify that the correct SAM UEI was entered in the field under General Information and click Search again. If it still says, "No valid SAM UEI Found", please reach out to natty.b.hels@state.mn.us for an alternative method of verifying SAM UEI status.

   An active entity registration on SAM.gov (System for Awards Management) is a requirement for these funds. You will receive a Unique Entity ID (UEI) number with your registration. See SAM.gov Entity Registration Resources for registration checklist and quick guide. See Section 3.5, D. 1. below for more information.

   Supplanting: Funds may not be used to replace state, local or other public funds that would otherwise be available for the same purpose. Grant funds must be used to increase the total amount of public funds used to support the Crisis Intervention and Behavioral Health programs.

2. DOJ Certifications
   Complete, sign and upload the USDOJ Certification Form 1 and the USDOJ Certification Form 2.

3. Employer Requirements Statement
   Your grant program guidelines require you to address how you will fulfill this federal requirement. Create a Word document answering this question:

   How does your organization properly verify the employment eligibility of any individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2)? The details of the requirement are here: OVW Website.

4. Determination of Suitability to Interact with Participating Minors
   Download, complete and upload the Determination of Suitability to Interact with Participating Minors Form. See the specifics of this condition for more information.

RFP Part 3: Application Process and Instructions

3.1 Application Deadline

Applications must be submitted using the IGX web-based system by Monday, July 13, 2026, 4:00pm. Applications cannot be submitted and will not be accepted after this time. Visit the IGX grants management system support. No paper submissions will be accepted.

3.2 Application Submission Instructions

Applications must be submitted via IGX, the Office of Justice Programs (OJP) online grants management system. IGX can also be accessed via the Office of Justice Programs website. If you have never applied for a grant with the Office of Justice Programs, create a user account by clicking on the blue "New User? Register Here!" option in the login box in the upper right corner of the IGX website and follow instructions to fill out the profile (IGX Registration Video). Contact DPS at grantsmgmt.shared.dps@state.mn.us or complete this IGX Grants Management System Questions and Feedback form if you have any questions or issues using IGX.

3.3 Terms and Conditions, Grant Program Guidelines, OJP Grant Manual

As part of submitting this application in IGX the applicant agency agrees to the Terms and Conditions of OJP Grantees for applicants as well as the Byrne SCIP Grant Program Guidelines. These address federal and state requirements such as worker's compensation, civil rights, affirmative action, and data privacy. By agreeing to these in IGX the applicant is confirming that they can make these commitments. Applicants are encouraged to print and review these documents with the appropriate agency staff prior to submitting the application in IGX. Grantees agree to follow the OJP Grant Manual, which provides basic information on policies and procedures for grant administration. These documents become part of the formal grant agreement.

3.4 Application Content

The application consists of the following required parts; any missing part will prevent the application from submission.

A. **Project Information form**
B. **Narrative** - Must be uploaded
C. **Budget** - Calculations must be included
D. **Indirect Documentation Form** (if including indirect costs in budget)
E. **Organization Financial Information**

A. Project Information Form

Input this information directly into the form in IGX and it will be used as the cover sheet for the application. You will need:

- Contact information for the Fiscal Agent (This is the agency named in the grant contract and responsible for the administration of the grant)
- The fiscal agent's federal and state identification numbers
- Authorized Representative
- Contact information for the person/s responsible for programming, financials, and contracts
- Brief project description including project's geographic information.

B. Narrative

- **Download the narrative template** from the Narrative form in IGX and make a copy of the template to complete your project's narrative.
- The maximum length of the narrative document is 10 pages, with 1" margins, single spaced, and with 12-point font size.
- Prepare your narrative by answering each item in the order they are listed in the template.
- Proposals are scored based on your responses to these questions. Do not include any additional pages or supplemental materials; these will not be provided to reviewers.
- When ready to submit, upload the narrative as an attachment in IGX.

The narrative template is composed of the following items:

1. Organizational Overview (6 points)
2. Project Description & Approach (27 points)
3. Community Engagement & Partnerships (33 points)
4. Sustainability (6 points)
5. Evaluation & Performance Measurement (12 points)
6. Budget Overview (6 points)

C. Budget

Your budget should be consistent with your narrative, making it clear how each of the activities will be funded. The budget will cover a twenty-month period, and all expenses must be listed and directly chargeable to the grant. When estimating costs, please show your calculations by including quantities, unit costs and other details (See budget example). Only include grant funded expenses in the budget descriptions.

- **Enter budget information directly into IGX.** Directions for entering the budget are available in the IGX System Training Video. The Budget Detail Requirements and Guidelines will show you examples and specific requirements for each of the line items.
- **Budget line items may include:** Salaries, fringe benefits, travel and training, equipment, supplies, subawards, contractual services, program recipient assistance, indirect cost and other expenses. Not all line items need to be used.
- Reference the DOJ Grants Financial Guide and the OJP manual for Allowable and Unallowable Costs (Pages 27 – 34)

D. Indirect Costs and Documentation

Indirect costs, often referred to as overhead, are costs shared by the organization as a whole and most often are not able to be broken down within each program of the organization. Indirect costs can be requested in one of the following ways:

1. Budget expenses directly in the applicable budget categories.
2. Use the federally allowed de minimis rate of up to 15% of Modified Total Direct Costs (MTDC) if your organization does not have a federally approved indirect cost rate. MTDC calculation **excludes** equipment, rental costs, participant support costs (Direct Client Assistance), and the portion of each subcontract in excess of $50,000. If you request indirect costs in your application budget, you will be required to also upload the Request to Include the De Minimis Indirect Cost Rate.
3. Use your federally approved indirect cost rate. If the federally approved indirect cost rate agreement has expired you may: 1) continue to use that rate if you have an active request submitted for a new rate; or 2) you may choose to use the de minimis rate of up to 15% of MTDC. If you request federally-approved indirect costs in your application budget, you will be required to also upload the Request to Include a Federally Negotiated Indirect Cost Rate and a copy of your federally-approved rate agreement.

Using the Indirect Rate Documentation form in the application, you will calculate and request the indirect costs amount entered in your application's budget. **Complete either the MDTC or federal rate request form and if using a federally approved rate upload a current copy of your indirect costs agreement.**

E. Organizational Financial Information Form

This information will be entered into an IGX form.

- Organization Entity Type
- Fiscal Information (accounting basis, fiscal year period and statement of financial position, certified financial audit and/or single audit if applicable to your organization)
  - Nonprofits only: Most Recent IRS Form 990
- Financial Documentation (based on annual revenue amount)
- Administrative Systems & Internal Controls (upload organizational chart)
- Agency signer certification

Application Checklist

An application must include the following to be forwarded for review:

- ☐ Acceptance of Byrne SCIP Program Guidelines
- ☐ Acceptance of Terms and Conditions
- ☐ **Project Information form**
- ☐ **Narrative** - Addressing questions listed above must be uploaded
- ☐ **Budget** - Calculations must be included
- ☐ **Indirect Documentation Form** (if including indirect costs in budget)
- ☐ **Organization Financial Information**

RFP Part 4: Application Review Process

This is a competitive application process. A review committee will read and rate applications. The reviewers will meet and discuss the proposals and then put forth their recommendations.

➢ 1st Level Review – Community and OJP Staff Reviews

Reviewers may include community members, subject matter experts, teachers or educators, state and local government employees, crime victim advocates, youth workers and law enforcement officers. The reviewers will meet and discuss the proposals and then put forth their recommendations. Community Reviewers and OJP staff will read and rate applications using the following scoring rubrics:

Crisis Intervention & Behavioral Health Grants (Byrne SCIP) - Scoresheet Community Reviewers	
(Name of Organization/Agency)	
Rating and Score Guide	**Description**
Excellent (3)	Outstanding level of quality; exceeds all aspects of the minimum requirements; No significant weaknesses.
Good (2)	Good Response, meets requirements; some weaknesses, but correctable.
Unsatisfactory (1)	Fails to meet minimum requirements; needs major revision to make it acceptable.
Missing information (0)	Missing information or didn't answer the question(s).

Organizational Overview	Points Awarded (0-3)	Weight	Total Points Possible: 6
How well does the proposed project fit within the mission of the organization/agency?			0
How well does the applicant describe their agency's experience with past grant management? If the applicant has no prior grant management experience, do they provide a plan to ensure successful management of this grant?			0
Organizational Overview Scoring Subtotal			0

Project Description & Approach	Points Awarded (0-3)	Weight	Total Points Possible: 27
How well does the applicant describe the demographics of the target population they intend to serve?			0
How well does the proposal describe a well developed crisis intervention model and services?		X2	0
How well does the project align with the priorities established by the SCIP Advisory Board?		X2	0
How well does the project incorporate evidence-based or practice-based approaches that are well aligned with the program and target population?			0
How well does the applicant clearly identify gaps in crisis intervention and behavioral health programming in the community?			0
How well does their proposed program directly address these needs?		X2	0
Project Description & Approach - Scoring Subtotal			0
Project Description & Approach - Comments:			
Strengths: *If you felt this section was strong, what specifically would you share was persuasive to you about it?*			
Weaknesses/Concerns: *If you felt this section was weak, what specifically would you share about it?*			

Community Engagement & Partnerships	Points Awarded (0-3)	Weight	Total Points Possible: 33
How well does the proposal outline engagement with individuals with lived experience, community members, behavioral health professionals, law enforcement and/or other key stakeholders?		X2	0
How well does the applicant describe their referral, outreach, and admission process?			0
How well does the project ensure access to longer-term mental health support when needed?			0
How well does the proposal describe validated risk/needs/threat assessments, models, or technology to be used?			0
How well are staff training and development opportunities described?			0
How well does the applicant describe their partnerships or collaborations, including roles, responsibilities, and contributions?		X3	0
How well do these partnerships enhance the effectiveness of the program?			0
How well are roles, responsibilities, and contributions defined?			0
Community Engagement & Partnerships - Scoring Subtotal			0
Community Engagement & Partnerships - Comments:			
Strengths: *If you felt this section was strong, what specifically would you share was persuasive to you about it?*			
Weaknesses/Concerns: *If you felt this section was weak, what specifically would you share about it?*			

	Total Score out of 66 Points:	**0**

Crisis Intervention & Behavioral Health Grants (Byrne SCIP) - Scoresheet OJP Staff	
(Name of Organization/Agency)	
Rating and Score Guide	**Description**
Excellent (3)	Outstanding level of quality; exceeds all aspects of the minimum requirements; No significant weaknesses.
Good (2)	Good Response, meets requirements; some weaknesses, but correctable.
Unsatisfactory (1)	Fails to meet minimum requirements; needs major revision to make it acceptable.
Missing information (0)	Missing information or didn't answer the question(s).

Evaluation & Performance Measurement	**Points Awarded (0-3)**	**Weight**	**Total Points Possible: 12**
How clear and feasible are the listed activities? Are they directly tied to the program's goals?		X2	0
How well does the applicant outline specific metrics, data collection methods, and evaluation strategies to be used in the project? (If ongoing or expanding project, did the applicant provide meaningful current outcomes?)			0
How well does the applicant describe their plan to incorporate community feedback into their evaluation and program improvements?			0
Evaluation & Performance Measurement - Scoring Subtotal			0

Budget	**Points Awarded (0-3)**	**Weight**	**Total Points Possible: 6**
How well does the applicant summarize how the requested funding will be used?			0
How well does the budget overview description align with the program description and activities?			0
Budget - Scoring Subtotal			0

Sustainability	**Points Awarded (0-3)**	**Weight**	**Total Points Possible: 6**
Given workforce shortages, how well does the application provide a clear recruitment, training, and retention strategy?			0
How clear and detailed is the applicant's plan for sustaining the program beyond the grant period?			0
Sustainability - Scoring Subtotal			0
Sustainability - Comments:			
Strengths: *If you felt this section was strong, what specifically would you share was persuasive to you about it?*			
Weaknesses/Concerns: *If you felt this section was weak, what specifically would you share about it?*			

	Total Score out of 24 Points:	0
Overall Notes:		

➢ 2nd Level Review – OJP Staff

A final staff review will consider geographic locations, coordination with other federal, state, and local funding and past grantee performance. Financial risk assessment, timeliness and completeness of past grant financial and progress reporting is also considered. The Commissioner of Public Safety will make the final funding decisions and award notification will be by email to applicants.

Become a grant reviewer!

Grant reviewers are community members who evaluate applications for a variety of competitive grants we implement throughout the year. We use reviewer scores and recommendations to help determine which proposals are awarded grants. Learn more here!

RFP Part 5: Post Award Requirements

- **Pre-Award Risk Assessment and Financial Review.** In accordance with state and federal grant management policies it is required to consider a grant applicant's past performance before awarding subsequent grants to them. State policy requires states to conduct a financial review prior to a grant award made of $25,000 and higher to any organization. The necessary information for these is provided in the financial information form in the application.
- **Grant Contract Process.** After being selected for funding, OJP staff will work with the applicant to negotiate a final budget. The formal grant contract consists of the Grant Agreement, the Terms and Conditions, the Program Guidelines, as well as the narrative and budget. The Grant Agreement will be initiated, signed by grantee and OJP, and once fully executed it is then a legally binding agreement. Grant agreements not signed within 30 days of receipt may be canceled.
- **Progress Reporting.** Grantees will be required to submit regular narrative reports and data in a prescribed manner. Grantees will also submit reports directly to the Federal Bureau of Justice Assistance (BJA) using the Performance Measurement Tool (PMT).
- **Grant Payments.** This is a cost reimbursement grant. Grantees will only be paid for eligible expenses that are incurred and are consistent with the negotiated budget.
- **OJP Grant Manual.** Grantees, grantee subgrants and contracts agree to follow the OJP Grant Manual as part of the application process. The manual is a resource for how our office manages grants and covers topics such as grant administration policies, program modification policies, general accounting requirements, etc. OJP Grant Manual
- **Expiring Grant Funds.** See the Special Conditions page of the grant contract for details.
- **Grantee Orientation.** Grant award recipients will be required to have a representative, or representatives of the organization receiving the award, attend a future OJP grantee orientation session, if one is provided.

RFP Part 6: Right of Cancellation

The State reserves the right to cancel this solicitation if it is considered to be in its best interest. The State reserves the right to negotiate modifications to the application or to reject any and all applications received as a result of this Request for Proposals. The State does not intend to award a grant contract solely on the basis of any response made to this request or pay for information solicited or obtained.

RFP Part 7: Public Data

Per Minnesota Statutes § 13.599

- Names and addresses of grant applicants and amount requested will be public data once proposal responses are opened.

- All remaining data in proposal responses (except trade secret data as defined and classified in §13.37) will be public data after the evaluation process is completed. For the purposes of this grant, data will be considered public when all the grant contract agreements have been fully executed.

All data created or maintained by DPS as part of the evaluation process (except trade secret data as defined and classified in §13.37) will be public data after the evaluation process is completed. For the purposes of this grant, data will be considered public when all the grant contract agreements have been fully executed.

Board of Commissioners

Request for Board Action

Item Number: DC-5651 **Agenda #:** 8.6 **Meeting Date:** 6/23/2026

DEPARTMENT: Social Services-Housing & Community Resources
FILE TYPE: Consent Action

TITLE
Authorization To Execute Contract Amendment With Dakota Woodlands For Emergency Shelter Services For 2026 Allocation Of Minnesota Department of Human Service Cost-Neutral Transfer Funds

PURPOSE/ACTION REQUESTED
Authorize execution of contract amendment with Dakota Woodlands for emergency shelter services for the 2026 allocation of the Minnesota Department of Human Service (DHS) Cost-Neutral Transfer funds.

SUMMARY
Dakota Woodlands provides emergency shelter services to families with minor children. They receive several funding sources from Dakota County Social Services to help pay for these services. These funding sources include: county levy, Local Affordable Housing Aid (LAHA), and a portion of the Minnesota Department of Human Service (DHS) Cost-Neutral Transfer funds. Dakota Woodlands also receives funding from Dakota County Employment and Economic Assistance from Emergency Assistance. See Fiscal Impacts section for a summary of these funding sources for the 2026 county budget year. This Request for Board Action relates specifically to the DHS Cost-Neutral Transfer funds.

In 2021, Dakota County received approval from the Minnesota Department of Human Services (DHS) to create a cost-neutral transfer of Housing Support funds to Dakota County in the form of an annual allocation under the authority of Minn. Stat. 256I.05, subd. 11. By Resolution No. 19-038 (January 22, 2019), the Dakota County Board of Commissioners authorized the first agreement for the Cost-Neutral Transfer allocation. Dakota County receives a new transfer allocation amount in July of each year. This allocation provides funding for shelter services at Dakota Woodlands and the Dakota County Emergency Hotel Shelter. Contractors for housing services are selected via a competitive solicitation process every four years (Attachment: Solicitation Summary).

For the 2026 Cost-Neutral Transfer allocation, Dakota County will receive $979,926.33 for July 1, 2026 through June 30, 2027 to be allocated as follows:

- Indirect Administrative Expenses for Countywide Budget: $97,929.63 (10%)
- Dakota Woodlands: $385,909.00 (39.4%)
- Dakota County Emergency Hotel Shelter: $496,087.70 (50.6%)

Staff recommends Board authorization to execute a contract amendment with Dakota Woodlands to add the 2026 allocation of $385,909 to their existing contract for DHS Cost-Neutral Transfer funds.

The new not to exceed amount will be $1,146,022 and the term of the contract will extend by one year and will be July 1, 2024 through June 30, 2027. Previous authorizations for this same contract exist in Resolution No. 24-317 (June 25, 2024) and Resolution No. 25-300 (June 24, 2025).

OUTCOMES
Data below reflects services provided at Dakota Woodlands in 2025, per the Dakota County Program and Services Inventory (PSI).

How Much?
- Family households served: 72
- Individuals served: 227

How Well?
- Percent people of color served: 59%

Is Anyone Better Off?
- Percent of households that obtained housing: 63.2%

RECOMMENDATION
Staff recommends Board authorization to execute a contract amendment with Dakota Woodlands to add the 2026 allocation of $385,909 to their existing contract for DHS Cost-Neutral Transfer allocation funds. The new not to exceed amount will be $1,146,022 and the term of the contract will extend by one year and will be July 1, 2024 through June 30, 2027.

EXPLANATION OF FISCAL/FTE IMPACTS
None.

This contract is funded utilizing DHS Cost Neutral Transfer funds and is included in the 2026 Social Services Budget and will be included in the 2027 County Manager's Recommended Budget.

The following summarizes all funds from Dakota County Social Services to Dakota Woodlands for county budget year 2026:

Funding Source	Total Approved Budget	Available Budget
County Levy	$157,500	$106,969
LAHA	$300,000	$224,953
DHS Cost-Neutral Transfer	$385,909	$259,221
TOTAL SOCIAL SERVICES FUNDING TO DAKOTA WOODLANDS FOR 2026	**$843,409**	**$591,143**

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

RESOLUTION
WHEREAS, Dakota Woodlands provides emergency shelter services to families with minor children;

and

WHEREAS, they receive several funding sources from Dakota County Social Services to help pay for these services; and

WHEREAS, these funding sources include: county levy, Local Affordable Housing Aid (LAHA), and a portion of the Minnesota Department of Human Service (DHS) Cost-Neutral Transfer funds; and

WHEREAS, Dakota Woodlands also receives funding from Dakota County Employment and Economic Assistance from Emergency Assistance; and

WHEREAS, this Request for Board Action relates specifically to the DHS Cost-Neutral Transfer funds; and

WHEREAS, in 2021, Dakota County received approval from the Minnesota Department of Human Services (DHS) to create a cost-neutral transfer of Housing Support funds to Dakota County in the form of an annual allocation under the authority of Minn. Stat. 256I.05, subd. 11; and

WHEREAS, by Resolution No. 19-038 (January 22, 2019), the Dakota County Board of Commissioners authorized the first agreement for the Cost-Neutral Transfer allocation; and

WHEREAS, Dakota County receives a new transfer allocation amount in July of each year; and

WHEREAS, this allocation provides funding for shelter services at Dakota Woodlands and the Dakota County Emergency Hotel Shelter; and

WHEREAS, contractors for housing services are selected via a competitive solicitation process every four years; and

WHEREAS, for the 2026 Cost-Neutral Transfer allocation, Dakota County will receive $979,926.33 for July 1, 2026 through June 30, 2027 to be allocated as follows:

- Indirect Administrative Expenses for Countywide Budget: $97,929.63 (10%)
- Dakota Woodlands: $385,909.00 (39.4%)
- Dakota County Emergency Hotel Shelter: $496,087.70 (50.6%); and

WHEREAS, staff recommends Board authorization to execute a contract amendment with Dakota Woodlands to add the 2026 allocation of $385,909 to their existing contract for DHS Cost-Neutral Transfer funds; and

WHEREAS, the new not to exceed amount will be $1,146,022 and the term of the contract will extend by one year and will be July 1, 2024 through June 30, 2027; and

WHEREAS, previous authorizations for this same contract exist in Resolution No. 24-317 (June 25, 2024) and Resolution No. 25-300 (June 24, 2025).

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Manager, or delegate, to execute a contract amendment with Dakota

Woodlands to add $385,909 to the current not to exceed contract amount of $760,112.40 for a new not to exceed amount of $1,146,022 and extend the term an additional year to June 30, 2027, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION
19-038; 01/22/19
24-317; 06/25/24
25-300; 06/24/25

ATTACHMENTS
Attachment: Solicitation Summary

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

CONTACTS
Department Head: Emily Schug
Author: Madeline Kastler

Solicitation Summary

Date of Solicitation: January 21, 2025

Number of Proposals Received: 1

Review Team Agencies: Dakota County Housing Team - Social Services

Services Description: Provide emergency shelter services for people with disabling conditions in Dakota County who reside at Contractor's shelter and meet eligibility requirements of target group.

Primary Deliverables:

1. Provision of emergency shelter, food, and support services for adults with disabling conditions who are experiencing homelessness.
2. Coordination with County staff for referrals, services, and housing search.
3. Entering all households into the Client Track data management system.

Solicitation Selection Criteria:

1. Did the respondent submit all proposal requirements?
2. Description of program approach/design with details on proposed goals.
3. Describe how you would provide the services you are proposing.
4. Describe your experience providing the services.
5. How will your agency meet the proposed outcome measures?
6. Proposed staffing plan to deliver the services.
7. Creative ideas to expand or enhance the value of your services.

Evaluation Results:

After a thorough review, the review panel recommended to award a contract with Dakota Woodlands to provide shelter services to adults with disabilities.

Rationale of Recommended Vendor:

Dakota Woodlands successfully proposed how they will be able to provide these services in Dakota County. They have a flexible program model with customized solutions. Proven successful outcomes in previous service provided. Creative ideas to enhance the program.

Board of Commissioners

Request for Board Action

Item Number: DC-5737 **Agenda #:** 8.7 **Meeting Date:** 6/23/2026

DEPARTMENT: Social Services

FILE TYPE: Consent Action

TITLE
Authorization To Amend 2026 Social Services Budget For Family Homelessness Prevention And Assistance Program Grant

PURPOSE/ACTION REQUESTED
Authorization to amend 2026 Social Services budget for Family Homelessness Prevention And Assistance Program grant.

SUMMARY
The Minnesota Legislature established Family Homelessness Prevention and Assistance Program (FHPAP) in 1993 to assist families with children, youth and single adults who are homeless or are at imminent risk of homelessness. By Minn. Stat. § 462A.204, FHPAP grant funding must be administered by counties in the metro area who, in turn, may sub-grant some or all funds to other entities. There is $20 million statewide for this program.

Funding is awarded through a competitive grant application process with predetermined criteria in four categories: planning, project design, program capacity/performance and need. Minnesota Statute also requires the establishment of an advisory committee to assist in preparing the project proposal and the design, implementation and evaluation of the project. The Dakota County Affordable Housing Coalition (AHC) acts as the FHPAP Advisory Committee and a community-based subcommittee has been established by the AHC to help inform project direction and priorities. Dakota County has received these grant funds for the past 20 years.

By Resolution No. 25-039 (January 21, 2025), the Dakota County Board of Commissioners approved submission of an application for a FHPAP grant in an amount up to $4,500,000 for the period of October 1, 2025 through September 30, 2027, and authorized subcontracting with three vendors for a combined total of up to $4,500,000 for Young Men's Christian Association (YMCA), Scott-Carver-Dakota Community Action Partnership Agency (CAP) and with 360 Communities. Dakota County was awarded $1,745,000 for this same time period. The three subcontractors provide homelessness prevention services with FHPAP funds and Dakota County retains 5.3% for direct administrative expenses.

The MN State Legislature authorized one-time additional $40 million for the FHPAP program during the 2026 legislative session. These funds are required to be spent by December 31, 2026, subject to amendments to extend the spending deadline by the funder. Dakota County will receive an additional $2,448,000. This amount includes administrative costs as established in the original application to the state in 2025 which must be used for direct administrative expenses related to the grant. Dakota

County will subcontract the additional funds to the three subcontractors selected for the first FHPAP award and they will continue to provide homelessness prevention services.

Dakota County Social Services is requesting to amend the 2026 Social Services budget to add $2,448,000 for the FHPAP grant.

RECOMMENDATION
Staff recommends amending the 2026 Social Services budget to add $2,448,000 for the the FHPAP grant.

EXPLANATION OF FISCAL/FTE IMPACTS
This action will amend the 2026 Social Services Budget within the General Fund to add $2,448,000 of grant revenue and expenditures.

Funding Source	Total Approved Budget	Available Budget
Additional FHPAP	$2,448,000	$2,448,000
*Estimated 2025 to 2026 Carryover	$1,638,646	$1,382,467
TOTAL FHPAP FUNDING FOR 2026	**$4,086,646**	**$3,830,467**

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

RESOLUTION
WHEREAS, the Minnesota Legislature established Family Homelessness Prevention and Assistance Program (FHPAP) in 1993 to assist families with children, youth and single adults who are homeless or are at imminent risk of homelessness; and

WHEREAS, by Minn. Stat. § 462A.204, FHPAP grant funding must be administered by counties in the metro area who, in turn, may sub-grant some or all funds to other entities; and

WHEREAS, there is $20 million statewide for this program; and

WHEREAS, funding is awarded through a competitive grant application process with predetermined criteria in four categories: planning, project design, program capacity/performance and need; and

WHEREAS, Minnesota Statute also requires the establishment of an advisory committee to assist in preparing the project proposal and the design, implementation and evaluation of the project; and

WHEREAS, the Dakota County Affordable Housing Coalition (AHC) acts as the FHPAP Advisory Committee and a community-based subcommittee has been established by the AHC to help inform project direction and priorities; and

WHEREAS, Dakota County has received these grant funds for the past 20 years; and

WHEREAS, by Resolution No. 25-039 (January 21, 2025), the Dakota County Board of Commissioners approved submission of an application for a FHPAP grant in an amount up to $4,500,000 for the period of October 1, 2025 through September 30, 2027, and authorized subcontracting with three vendors for a combined total of up to $4,500,000 for Young Men's Christian Association (YMCA), Scott-Carver-Dakota Community Action Partnership Agency (CAP) and with 360 Communities; and

WHEREAS, Dakota County was awarded $1,745,000 for this same time period; and

WHEREAS, The three subcontractors provide homelessness prevention services with FHPAP funds and Dakota County retains 5.3% for direct administrative expenses; and

WHEREAS, the MN State Legislature authorized one-time additional $40 million for the FHPAP program during the 2026 legislative session; and

WHEREAS, these funds are required to be spent by December 31, 2026, subject to amendments to extend the spending deadline by the funder; and

WHEREAS, Dakota County will receive an additional $2,448,000; and

WHEREAS, This amount includes administrative costs as established in the original application to the state in 2025 which must be used for direct administrative expenses related to the grant; and

WHEREAS, Dakota County will subcontract the additional funds to the three subcontractors selected for the first FHPAP award and they will continue to provide homelessness prevention services; and

WHEREAS, Dakota County Social Services is requesting to amend the 2026 Social Services budget to add $2,448,000.

NOW, THEREFORE, BE IT RESOLVED, That the 2026 Social Services Budget is hereby amended as follows:

Expense	
Program Expense	$2,448,000
Total Expense	**$2,448,000**
Revenue	
Family Homelessness Prevention and Assistance Program (FHPAP)	$2,448,000
Total Revenue	**$2,448,000**

PREVIOUS BOARD ACTION
25-039; 01/21/25

ATTACHMENTS
Attachment: None.

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

CONTACT
Department Head: Emily Schug
Author: Madeline Kastler

Board of Commissioners

Request for Board Action

Item Number: DC-5659 **Agenda #:** 9.1 **Meeting Date:** 6/23/2026

DEPARTMENT: Transportation

FILE TYPE: Consent Action

TITLE
Approval Of Final Plats Recommended By Plat Commission

PURPOSE/ACTION REQUESTED
Approve final plats contiguous to County Roads as recommended by the Plat Commission.

SUMMARY
To provide for the orderly development of property in Dakota County, new subdivisions adjoining County highways are reviewed under the Dakota County Contiguous Plat Ordinance No. 108. The Ordinance requires new subdivisions adjoining County highways to comply with the County's access spacing and right of way guidelines in order that existing and future highway corridors are preserved to accommodate existing and forecasted traffic volumes safely and efficiently.

The Plat Commission examines plats prior to the time they are submitted for County Board approval. The Plat Commission has reviewed and recommends approval of the final plats by the County Board. The final plat approval by the County Board is subject to the conditions established by the Plat Commission review (Attachments: Meeting Notes and Location Map).

RECOMMENDATION
Staff recommends approval of the final plats by the County Board as recommended by the Plat Commission.

EXPLANATION OF FISCAL/FTE IMPACTS
☒ None ☐ Current budget ☐ Other
☐ Amendment Requested ☐ New FTE(s) requested

RESOLUTION
WHEREAS, new subdivisions adjoining County highways are reviewed under the Dakota County Contiguous Plat Ordinance No. 108; and

WHEREAS, the Plat Commission examines plats prior to County Board approval; and

WHEREAS, the Plat Commission has reviewed and recommends approval of the final plats by the County Board; and

WHEREAS, the final plat approval by the County Board is subject to the conditions established by the Plat Commission review; and

WHEREAS, the following plats below require approval by their respective City Council prior to the recording of the plats.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the following final plats:

PALMER CROSSING Lakeville

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: Meeting Notes
Attachment: Location Map

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

CONTACT
Department Head: Erin Laberee
Author: Todd Tollefson

DAKOTA COUNTY PLAT COMMISSION
MEETING SUMMARY

May 20, 2026

The Plat Commission meeting began at 1:30 pm via Teams. Members present included: Todd Tollefson, Kurt Chatfield, and Scott Peters.

1) **Plat Name:** **PALMER CROSSING**

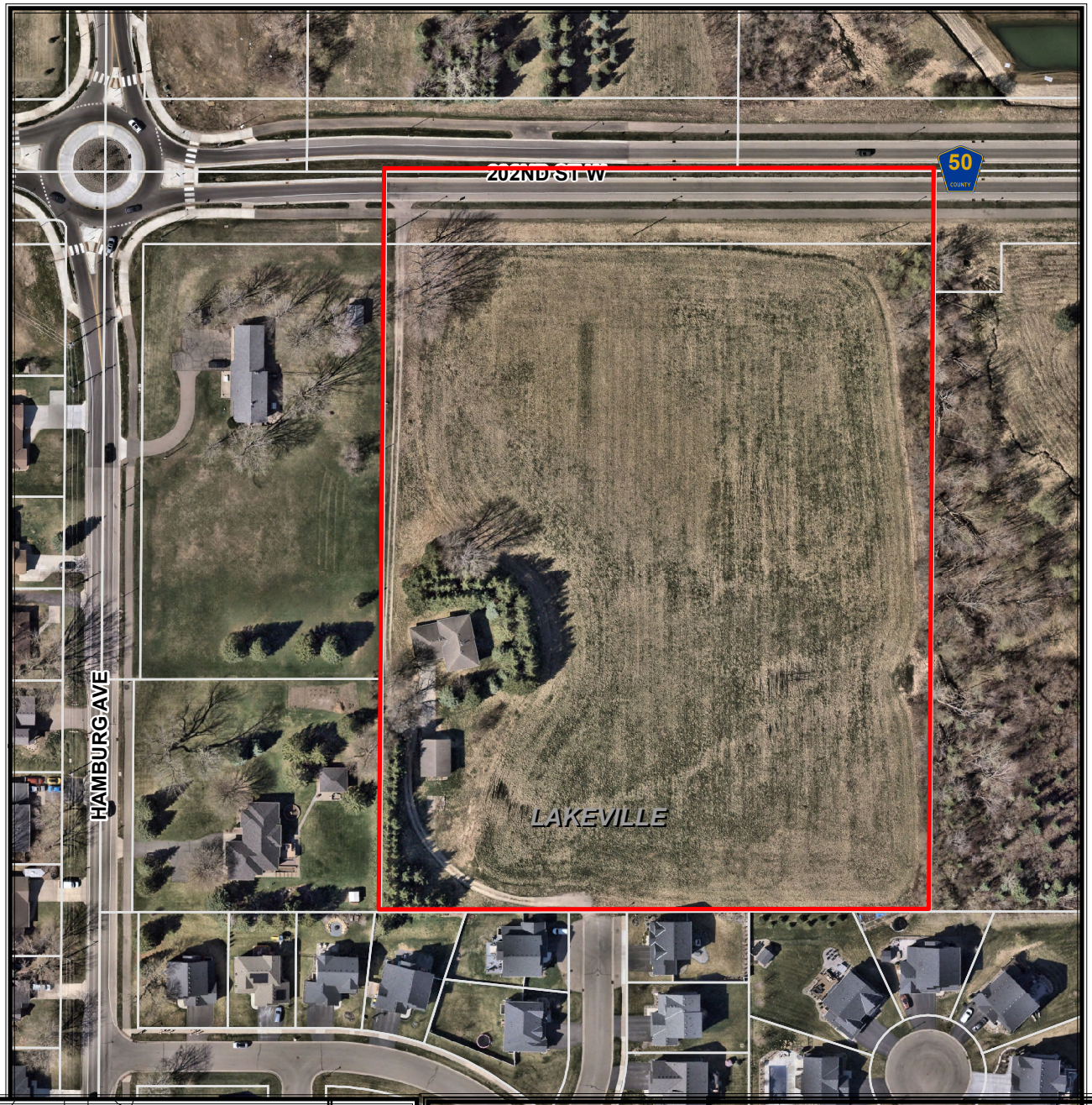
PID:	**220280001018**
City:	**Lakeville**
County Road:	CSAH 50 (202nd St. W.)
Current ADT (2021):	3,978
Projected ADT (2040):	7,300
Current Type:	4-lane, divided
Proposed Type:	4-lane, divided
R/W Guideline:	75 ft ½ R/W
Spacing Guideline:	½ mile full
Posted Speed Limit:	50 mph
Proposed Use:	Residential
Status:	Preliminary
Location:	NE ¼; Sec 28-114-20
In attendance (05/20/26):	Heather Botten (city); Johnathan Nelson (city); Matt Ostdiek (developer); Rick Osberg (Hill)

REVIEW 05/20//26:
The proposed site includes 24 residential lots. The right-of-way needs along CSAH 50 are 75 feet of half right of way, which have been met. There is no access shown to CSAH 50. Restricted access should be shown along all of CSAH 50. A quit claim deed to Dakota County for restricted access is required with the recording of the plat mylars.

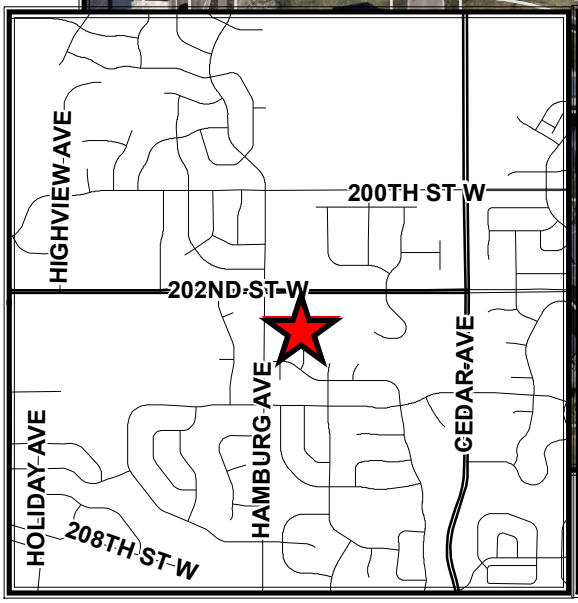
The city street (Street A) connects to the eastern boundary for future development to the east.

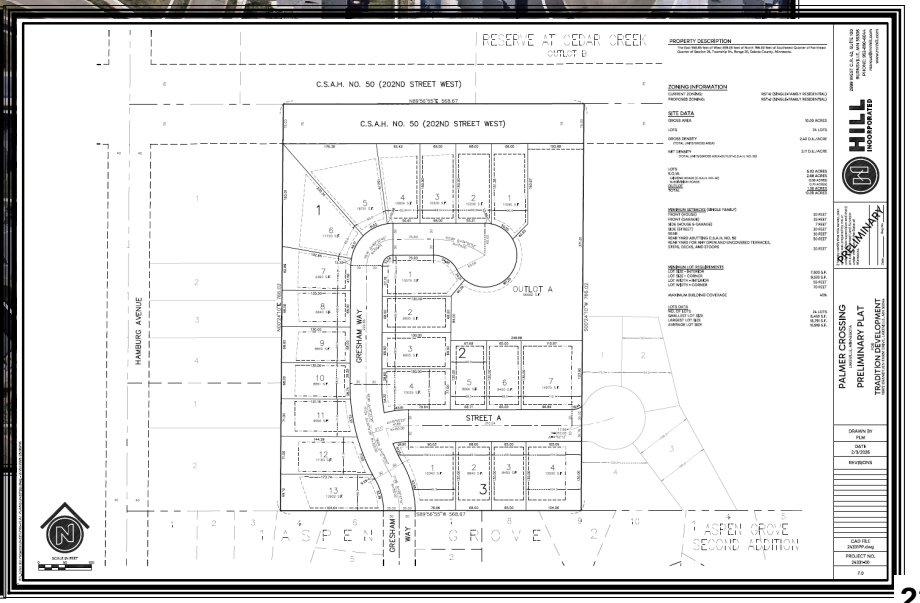
RECOMMENDED 05/20/26:
The Plat Commission has approved the preliminary and final plat, provided that the described conditions are met, and will recommend approval to the County Board of Commissioners.

PALMER CROSSING



Prepared by Dakota County Physical Development Division





Board of Commissioners

Request for Board Action

Item Number: DC-5649 **Agenda #:** 9.2 **Meeting Date:** 6/23/2026

DEPARTMENT: Transportation

FILE TYPE: Consent Action

TITLE

Authorization To Execute Third Contract Amendment With Alliant Engineering, Inc., For Professional Engineering Services For County Road Retaining Wall Assessments And Final Design Of County State Aid Highway 38 (McAndrews Road) Retaining Walls, County Project 97-218

PURPOSE/ACTION REQUESTED

Authorize execution of the third contract amendment with Alliant Engineering, Inc. to complete additional engineering design services required to address newly identified site constraints, structural design complexities, and extended project coordination necessary for the successful delivery of County Project (CP) 97-218.

SUMMARY

Dakota County is advancing CP 97-218 to analyze, repair, and replace deteriorating retaining walls along County roadways to maintain safe and reliable infrastructure. Twenty-four retaining walls have been evaluated to determine condition, prioritize repairs, and support capital planning needs. Four priority walls along County State Aid Highway (CSAH) 38 were advanced into final design due to documented deterioration and the potential for impacts to roadways and bike/pedestrian facilities (Attachment: Location Map).

During design development, significant and unanticipated physical constraints were encountered, including extraordinary wall height, reduced construction areas, sightline limitations, and the need to avoid private property impacts. These conditions required substantial modification to the original scope, including extensive geotechnical review, specialized structural design, and multiple design iterations to ensure constructability within the County's right of way.

As walls 11 and 14 presented more complex design challenges, the project team determined that separate plan sets would be required for walls 12/13 and walls 11/14. TKDA was added as a subconsultant to provide specialized structural engineering and quality control for these advanced design elements. These scope additions and extended coordination efforts now require a third contract amendment.

The negotiated additional cost is $105,670 (Attachment: Additional Tasks Estimate), bringing the amended contract amount to $508,993. The current engineer's estimate for construction of the four walls is $10.6 million, placing the consultant design contract at 4.8 percent of anticipated construction costs-consistent with the typical range for projects of similar scale and complexity.

Need for Amendment

Additional work outside the original scope has been identified as necessary to complete project design:

- Project Management and Coordination. Extended design schedule, additional review cycles, and increased inter-disciplinary coordination due to evolving site constraints: $23,240.
- Final Construction Plan Preparation. Separation into two plan sets and specialized engineering for walls 11 and 14, including cast-in-place design solutions required to remain within the County right of way and resolve long-term sightline issues: $32,680.
- Specialized Geotechnical and Structural Analysis. Additional investigation and design necessitated by extraordinary wall heights, confined construction zones, and constructability limitations: $29,850.
- Subconsultant Quality Assurance/Quality Control Review. Additional technical review and engineering validation by TKDA to ensure the structural feasibility of wall types under consideration: $19,900.

These tasks are essential to deliver a complete, constructible, and safe final design.

RECOMMENDATION
Staff recommends authorizing the third contract amendment with Alliant Engineering, Inc. for an amended contract value not to exceed $508,993.

EXPLANATION OF FISCAL/FTE IMPACTS
The Transportation Capital Improvement Program includes $1.3 million for retaining wall repairs along the County's roadway system. Sufficient funding is available to support this contract amendment.

CP 97-218 Countywide Retaining Wall Repair

Fund Source	Total Approved Budget	Total Available
CSAH	$1,331,678	$832,262
Total	**$1,331,678**	**$832,262**

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

RESOLUTION
WHEREAS, Dakota County is undertaking County Project (CP) 97-218 to evaluate, repair, and replace deteriorating retaining walls along the County roadway system; and

WHEREAS, four retaining walls along County State Aid Highway 38 have been identified as priority structures requiring full replacement or design solutions with equivalent service life; and

WHEREAS, the County Board previously executed Contract DCA20887 with Alliant Engineering, Inc. for engineering design services for CP 97-218, with subsequent amendments due to evolving project scope; and

WHEREAS, additional structural complexity, right of way limitations, sightline deficiencies, and constructability challenges have necessitated design modifications and specialized engineering not included in the original scope of work; and

WHEREAS, staff has negotiated the cost for the additional engineering services and determined the fee to be reasonable and consistent with industry standards; and

WHEREAS, sufficient funding exists within the adopted CP 97-218 budget to proceed with the requested amendment.

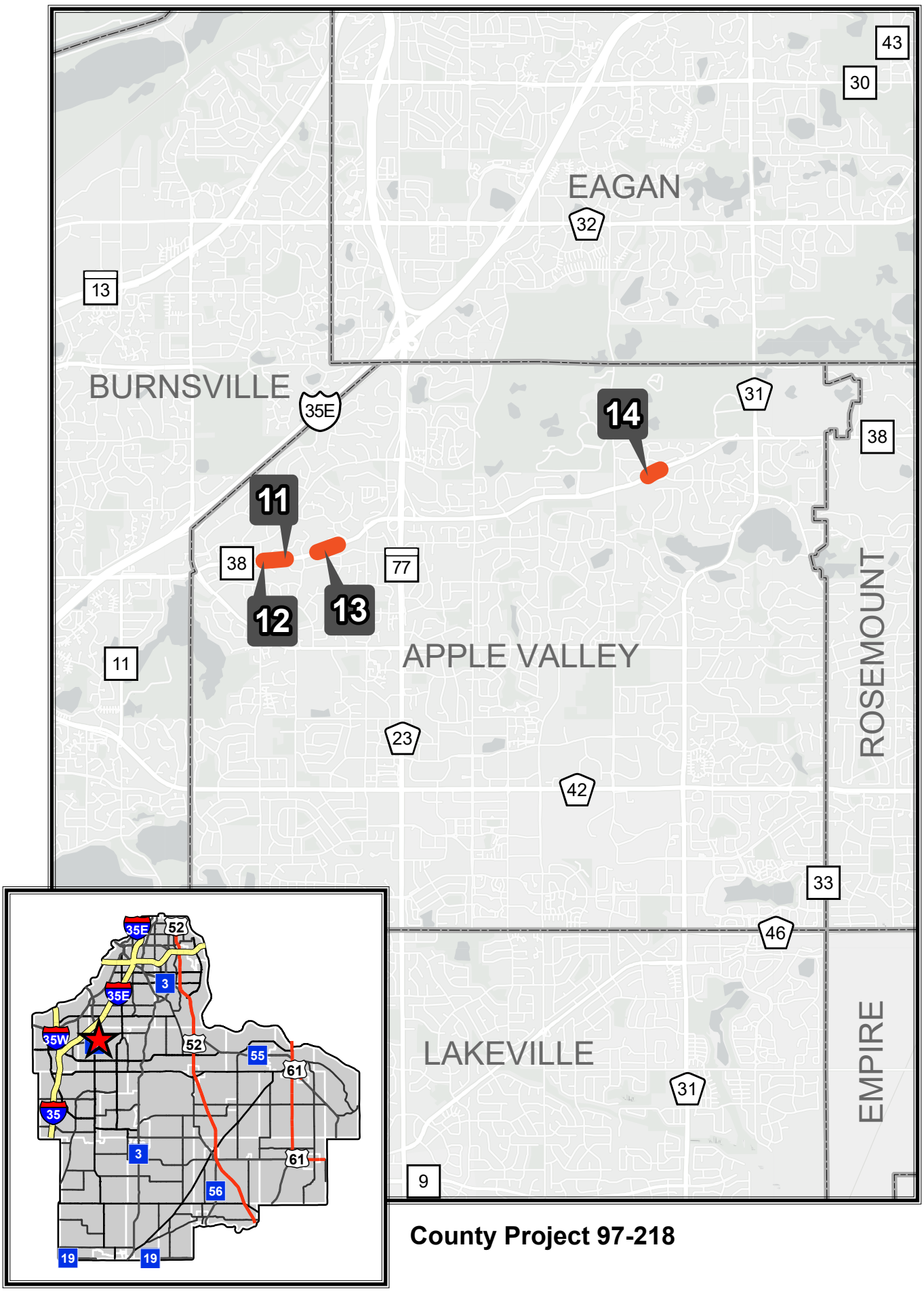
NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Assistant County Manager: Physical Development to execute the third contract amendment with Alliant Engineering, Inc. in an amount not to exceed $508,993, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION
23-427; 9/26/23

ATTACHMENTS
Attachment: Location Map of 4 Walls
Attachment: Additional Tasks Estimate

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

CONTACT
Department Head: Erin Laberee
Author: Imran Ahmed



County Project 97-218

June 10, 2026

Imran Ahmed
Dakota County Transportation Dept
14955 Galaxie Avenue, 3rd Floor
Apple Valley, MN 55124

Alliant Engineering, Inc.
733 Marquette Avenue Suite 700
Minneapolis, MN 55402
612.758.3080
www.alliant-inc.com

RE: Amendment for County Project 97-218

Dear Mr. Ahmed:

On October 8, 2023, Dakota County signed the contract with Alliant to provide design engineering consultant services for county project 97-218, which included evaluation and replacement of existing retaining walls on CSAH 38 in Apple Valley. Since that time, the scope of the project has evolved with numerous wall offsets and wall materials being evaluated as well as the duration of the project has been extended. Amendment 1 was executed in September 2025.

Two of the four walls continued to be discussed and reviewed causing additional efforts beyond what was estimated in fall of 2025. The sections below describe each major work task remaining along with key assumptions. A detailed spreadsheet documenting the hours and fee associated with each task is also included with this letter.

Alliant Engineering appreciates the opportunity to continue to work with Dakota County to deliver the CSAH 38 retaining wall replacement project.

SCOPE OF SERVICES

TASK 1 – PROJECT MANAGEMENT

Original Scope: The project started in October 2023 with design complete in April 2024. Amendment 2 extended coordination until December 2025.

Change in Scope: Due to schedule delays and additional design iterations, design of wall 11 will now be complete in October 2026.

Justification of additional work to complete the project: Due to the time extension, additional meetings and coordination are needed for a longer duration.

Task includes:

- 30 minute biweekly calls January 2026-October 2026. Assume up to 20 calls.
- Additional administration/coordination efforts
- Alliant internal reviews

Design Fee: $23,240

TASK 9 – FINAL CONSTRUCTION PLANS

Original Scope: Amendment 2 was established following resolution on the wall types to move forward with. The plan set would include 4 walls (walls 11, 12, 13, 14), with walls 12 and 13 being MnDOT standard plan walls designs, and walls 11 and 14 being custom cast in place wall due to the short heal to leave the existing walls in place.

Change in Scope: Further design and analysis of walls 11 and 14, resulted in wall limitations that the county could not support due to long term construction restrictions in front of the walls. Additional wall types were evaluated, wall selection was made and design and plan production advanced.

The county determined that the intersection of CSAH 38/Diamond Path has poor sight lines and is prone to accidents. The county needs time to review safety improvements for the intersection, putting wall 14 on hold. Wall 14 design/plan set will be covered in a future amendment once decisions are made. This amendment does cover initial alignment and wall type discussions based on the county's intersection/safety improvements.

Justification of additional work to complete the project: Due to the increased complexity and time spent discussing options for walls 11 and 14, it was decided to break the project into two plan sets (one plan for walls 12 and 13 and one plan set for walls 11 and 14). TKDA was also brought on to complete the design of walls 11 and 14 due to the increased complexity and analysis needed. Due to the safety concerns at wall 14, it has been decided that wall 11 will be a standalone plan set and move forward with wall 14 being on hold. The plan set for walls 11 and 14 was already prepared and now needs wall 11 broken out as a separate plan set.

Design Fee: $32,680

Expenses:

- Design and analysis has been added to TKDA's subconsultant for wall 11 and wall type determination discussions for wall 14 (up to 40 hours of effort on wall 14). $41,750 + $8,000 = $49,750

Schedule for Wall 11:

- 60% Plan: June 19, 2026
- 90% Plan: August 6, 2026
- Final Plan: September 24, 2026

Original Contract Fee	$254,761.00
Amendment 1 (time extension only)	$0
Amendment 2	$148,562.00
Amendment 3	$105,670.00
Total Contract (with Amendment 2 and 3)	$508,993.00

We again thank you for the opportunity to continue working with Dakota County and we are ready and eager to continue the work. If you have any questions about this scope and fee or want to discuss it in further detail, please contact me at the email address or phone number listed below.

Sincerely,

Alliant Engineering, Inc.

Tanya Gytri, PE
Project Manager

EMAIL tgytri@alliant-inc.com
DIRECT 612.428.7344

Building better communities with excellence and passion

Alliant Engineering
Dakota County CSAH 38 Retaining Wall - Trail Design
Hours and Fee Estimate (Amendment 3)

Original Contract Fee	$254,761.00
Amendment 1	$0.00
Amendment 2	$148,562.00
Amendment 3	$105,670.00
New contract amount	$508,993.00

Task	Description	Hours – Alliant Engineering: Project Manager	Senior Professional Engineer	Professional Engineer	Graduate Engineer	Technician	Wetland Delineation	Survey	TEAM TOTAL	TASK TOTAL COST
1.0	**Project Management**	**64**	**42**	**0**	**0**	**0**	**0**	**0**	**106**	**$23,240.00**
	Administration	8							8	$1,960.00
	Coordination	8							8	$1,960.00
	Timely Document Delivery								0	$0.00
	Project Meetings (Additional Bi-Weekly Calls)	40	10						50	$11,600.00
	QA/QC Functions	8	32						40	$7,720.00
	Deliverables								0	$0.00
2.0	**Public and Agency Involvement**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
	Public Involvement								0	$0.00
3.0	**Surveys and Mapping**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
	Surveys and Mapping (3)								0	$0.00
4.0	**Geotechnical Information - Included in Braun Intertec Fee**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
5.0	**Environmental**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
6.0	**Public and Private Utility Identification and Coordination**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
	Utility Investigation								0	$0.00
	Utility Relocation Locate								0	$0.00
7.0	**Right of Way**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
	Parcel Sketches								0	$0.00
8.0	**Retaining Wall Evaluation**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
	Wall Analysis and Design Recommendation								0	$0.00
9.0	**Final Construction Plans (5)**	**24**	**0**	**80**	**0**	**80**	**0**	**0**	**184**	**$32,680.00**
9.1	Wall 11 - 800 LF (A)	16	0	40	0	80	0	0	136	$24,120.00
9.1.1	Trail Design								0	$0.00
9.1.2	Drainage Design (6)								0	$0.00
9.1.3	MOT/Signing/Striping - SHOW IN TASK 10 TO MATCH SCOPE								0	$0.00
9.1.4	Road Reconstruction Design - NONE								0	$0.00
9.1.5	Retaining Wall Plan Updates (breaking the wall into a separate plan)	16		40		80			136	$24,120.00
9.2	Wall 12 - 180 LF (B)	0	0	0	0	0	0	0	0	$0.00
9.2.1	Trail Design - NONE								0	$0.00
9.2.2	Drainage Design (7)								0	$0.00
9.2.3	MOT/Signing/Striping - SHOW IN TASK 10 TO MATCH SCOPE								0	$0.00
9.2.4	Road Reconstruction Design - NONE								0	$0.00
9.2.5	Retaining Wall Plan Updates								0	$0.00

Task	Description	Hours								TASK TOTAL COST
		Alliant Engineering								
		Project Manager	Senior Professional Engineer	Professional Engineer	Graduate Engineer	Technician	Wetland Delineation	Survey	TEAM TOTAL	
9.3	Wall 13 - 870 LF (C)	0	0	0	0	0	0	0	0	$0.00
9.3.1	Trail Design - NONE								0	$0.00
9.3.2	Drainage Design (6)								0	$0.00
9.3.3	MOT/Signing/Striping - SHOW IN TASK 10 TO MATCH SCOPE								0	$0.00
9.3.4	Road Reconstruction Design - NONE								0	$0.00
9.3.5	Retaining Wall Plan Updates								0	$0.00
9.4	Wall 14-500 LF (D)	8	0	40	0	0	0	0	48	$8,560.00
9.4.1	Trail Design								0	$0.00
9.4.2	Drainage Design (7)								0	$0.00
9.4.3	MOT/Signing/Striping - SHOW IN TASK 10 TO MATCH SCOPE								0	$0.00
9.4.4	Road Reconstruction Design - NONE								0	$0.00
9.4.5	Retaining Wall Plan Updates								0	$0.00
9.4.6	Alignment and Wall Type Discussions	8		40					48	$8,560.00
9.5	Overall plan prodution not covered above:	0	0	0	0	0	0	0	0	$0.00
	60% plans								0	$0.00
	80% Complete plan Submittal								0	$0.00
	Special Provisions								0	$0.00
10.0	**Construction Staging and Detour Plan**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
	Staging (4)								0	$0.00
11.0	**Project Submittal**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
	Submittal of the Work								0	$0.00
	Bidding								0	$0.00
12.0	**Permits and Approvals**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
	Permits and Approvals								0	$0.00
13.0	**Additional Tasks (2)**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**$0.00**
	PROJECT TOTAL HOURS	88	42	80	0	80	0	0	290	
	Direct Labor Costs	*$ 245.00*	*$ 180.00*	*$ 165.00*	*$ 110.00*	*$ 170.00*	*$ 150.00*	*$ 250.00*		
	SUBTOTAL LABOR COSTS	$21,560	$7,560	$13,200	$0	$13,600	$0	$0	$55,920	
	SUBTOTAL LABOR COST									$55,920.00
	Direct Expenses:									
	Subconsultant- Braun Intertec (1)									
	Subconsultant- TKDA (Design of Wall 11)									$41,750.00
	Subconsultant- TKDA (Wall type evaluation for Wall 14 - up to 40 hours)									$8,000.00
	SUBTOTAL DIRECT EXPENSES									$49,750.00
	PROJECT COST NOT TO EXCEED									**$105,670.00**

Notes:

(1) Braun to update recommendations in the report and include recommendations for vibration mitigation for sheet pile installation

(2) Assistance with shop drawing review for retaining wall and storm sewer.

(3) Additional survey for trail impacts.

(4) Assumes basic reference to MMUTCD Field Manual, no detour and minor signage relocations.

(5) Assumes walls 11 and 14 are replaced in front of existing wall location. Small back of wall footing will require special design. Wall 14 will also have a small modification for sight line improvement. Walls 12 and 13 will be relocated further away from CSAH 38 to allow for future trail and boulevard. Walls 12 and 13 will be designed using MnDOT standard cast in place wall design.

(6) Includes drainage from low point behind wall and adjustments to roadway catch basin.

(7) Assume no new storm sewer needed. Drainage work limited to connection of wall subdrain.

(8) Assumes 50 mailings for one open house and up to $500 toward space rental and refreshments.

(A) Re-align trail to provide minimum 2' buffer between trail and wall and minimum 8-foot wide trail

(B) Move retaining wall back 16' from curb to provided space for a future trail. Provide temporary earth retention to construct CIP wall.

(C) Move retaining wall back 16' from curb to provided space for a future trail. Provide temporary earth retention to construct CIP wall.

(D) Re-align trail to provide minimum 2' buffer between trail and wall and minimum 8-foot wide trail. Provide temporary earth retention at east end of wall to maintain sight distance at

Board of Commissioners

Request for Board Action

Item Number: DC-5705 **Agenda #:** 9.3 **Meeting Date:** 6/23/2026

DEPARTMENT: Transportation

FILE TYPE: Consent Action

TITLE

Authorization To Execute Contract With Minger Construction Companies, Inc. And Related Grant Agreements And Amendment To 2026 Transportation Capital Improvement Program Budget For Multimodal Improvements On County State Aid Highways 28 And 56, County Projects 28-69 And 56-14

PURPOSE/ACTION REQUESTED

- Authorize execution of the construction contract with Minger Construction Companies, Inc. and related grant agreements.
- Amend the 2026 Transportation Capital Improvement Program (CIP) budget by $2,219,808 to fully fund project construction, contingency, and soft costs consistent with federal funding caps and joint powers agreement requirements.

SUMMARY

Dakota County is advancing two coordinated multimodal improvement projects-CP 28-69 and CP 56-14-that together complete a key segment of the Mississippi River Greenway (MRG) Phase 2. The project limits and planned improvements are illustrated in the Project Location Map (Attachment). An additional exhibit showing the Mississippi River Greenway system and project completion as included in the RAISE Grant Infrastructure Improvements application is provided for context (Attachment).

The projects will construct approximately 2.4 miles of multi-use trail, ADA improvements, enhanced pedestrian crossings, corridor safety elements, wayfinding, drainage upgrades, and associated roadway work along CSAH 28 and CSAH 56 in Inver Grove Heights and South St. Paul. Mississippi River Greenway Phase 2 includes:

- CP 28-69 - CSAH 28 (80th St.) Trail Gap
- CP 56-14 - CSAH 56 (Concord Blvd.) Pedestrian and Corridor Improvements

To maximize construction efficiency and manage federal funds under the same Federal Highway Administration (FHWA) authorization, the projects were bid together as State Project 019-090-027. Bids were received and tabulated on May 12, 2026. Seven bidders submitted bids as follows:

Bid Name	Total Amount
Minger Construction Companies, Inc.	$4,677,338
Meyer Contracting Inc.	$5,000,417
Max Steininger, Inc.	$5,120,020
McNamara Contracting	$5,188,617
New Look Contracting, Inc.	$5,287,853

Urban Companies	$5,357,131
Pember Companies, Inc.	$5,899,109
Engineer Estimate	$4,348,306

Funding Background and Federal Caps

These projects use a combination of Federal, State, and local funds, including Rebuilding American Infrastructure with Sustainability and Equity (RAISE), Congressional Directed Spending (CDS), National Park Service (NPS) Alternative Transportation Program (ATP) funds, State Active Transportation (AT) funds, and Local match.

Federal caps apply as follows:

CP 28-69
- RAISE (RA10): $1,742,614 (maximum eligible is low bid)

CP 56-14
- RAISE (RA10) (remaining to cap): $557,386
- Congressional Directed Spending (CDS) (MN301): $850,000 (full cap)
- National Park Service (NPS) - Alternative Transportation Program (ATP): $500,000
- State AT: $500,000

All RAISE, CDS, State AT, and NPS ATP funds are applied at their maximum authorized levels, and no additional federal or state dollars can be added under the grant agreements rules. As a result, remaining project costs must be funded locally. The final allocations fully comply with federal eligibility, funding caps, and matching requirements.

Joint Powers Agreement (JPA) Compliance

CP 28-69 JPA (DCA21859.1 Amendment 1)
- Requires 85% County / 15% City participation after all grants are applied.
- Grants fully cover construction; the City only participates in non-grant-eligible items.
- City contribution remains up to $77,304.

CP 56-14 JPA (DCA22630)
- County safety project is 100% county share.
- County and external grants cover the full construction responsibility.

Both projects' funding structures fully conform to the JPAs.

Budget Amendment Need

The current adopted budgets for CP 28-69 and CP 56-14 are insufficient to fully fund the low-bid construction contract, meet federal match requirements, cover construction administration and other soft costs, and satisfy the cost-share obligations established in the executed joint powers agreements. The following additional budget authority is required:

CP 28-69 - Additional Need: $731,975

This increase is funded through:
- + $592,614 - Additional eligible Federal RAISE funding
- + $139,361 - County State Aid Highway (CSAH) funds

CP 56-14 - Additional Need: $1,487,833

This increase is funded through:

- - $592,614 - Reduction in RAISE (reallocated to CP 28-69 per federal rules)
- + $850,000 - Federal CDS legislative earmark
- + $500,000 - State AT Funds
- + $730,447 - County State Aid Highway (CSAH) funds

The total amendment required for both CP 28-69 and CP 56-14 is $2,219,808, of which $869,807 represents the County's total CSAH contribution across both projects. All remaining funding increases are covered through competitive federal and state grants that have already been awarded to the projects.

All available federal and state funding sources-including RAISE, CDS, NPS ATP, and State AT-are now applied at their authorized caps and cannot be further increased. As a result, the remaining shortfall must be funded with County State Aid Highway (CSAH) funds.

RECOMMENDATION

Award the construction contract for State Project (SP) 019-090-027, which includes County Projects 28-69 and 56-14, to Minger Construction Companies, Inc. in the amount of $4,677,338, and authorize the County Engineer to execute the construction contract subject to approval by the County Attorney's Office as to form. The County Engineer is authorized to execute all required grant documents and funding agreements associated with Federal CDS, Federal NPS-ATP, and State AT funding. The 2026 Transportation CIP shall be amended by $2,219,808, allocating $731,975 to CP 28 -69 and $1,487,833 to CP 56-14 using RAISE adjustments, CDS, State AT, and CSAH funds. Staff is further authorized to proceed with construction administration, federal compliance, and all required project delivery activities.

EXPLANATION OF FISCAL/FTE IMPACTS

The recommended action increases the combined 2026 Transportation Capital Improvement Program (CIP) budgets for CP 28-69 and CP 56-14 by $2,219,808 to fully support construction, contingency, federal match compliance, construction administration, right-of-way closeout, and other project delivery needs.

<u>CP 28-69 (80th St Trail Gap)</u>

The amended budget requires an increase of $731,975, funded with $592,614 in additional eligible Federal RAISE funding and $139,361 in County State Aid Highway (CSAH) funds.

After applying all federal and state funds at their authorized caps, the total local (non-grant-eligible) cost for CP 28-69 is $406,162. Under the Joint Powers Agreement 85% County / 15% City cost-share requirement, this results in:

- County Share (85%): $345,238
- City Share (15%): $60,924

These contributions satisfy the local match obligations and uphold the negotiated cost participation framework.

<u>CP 56-14 (Concord Blvd Corridor)</u>

The amended budget requires an increase of $1,487,833, funded through:

- - $592,614 RAISE (reallocated to CP 28-69)
- + $850,000 Federal CDS
- + $500,000 State AT
- + $730,447 CSAH

Total County CSAH Required (Across Both Projects) is approximately $869,807, after applying all available federal and state contributions at their maximum authorized levels. All federal, state, and local participation levels conform fully to the executed joint powers agreements.

CP 28-69 (2000273): Approved Budget

Funding Sources	Total Approved Budget	Total Available Budget
CSAH	$40,530	$48
Wheelage	$144,477	$0
Transportation Fund Balance	$4,490	$0
City	$77,304	$0
RAISE Grant	$1,150,000	$1,150,000
Total	**$1,416,801**	**$1,150,048**

CP 28-69 (2000273): Proposed Amended Budget

Funding SourcesTotal Amended BudgetTotal Available Budget		
CSAH	$179,891	$139,409
Wheelage	$144,477	$0
Transportation Fund Balance	$4,490	$0
City	$77,304	$0
RAISE Grant	$1,742,614	$1,742,614
Total	**$2,148,776**	**$1,882,023**

CP 56-14 (1001580): Approved Budget

Funding SourcesTotal Approved BudgetTotal Available Budget		
CSAH	$1,090,793	$0
Sales & Use Tax	$107,182	$31,670
Transportation Fund Balance	$51,469	$0
National Park Service Grant	$500,000	$500,000

RAISE Grant	$1,150,000	$1,150,000
Total	**$2,899,444**	**$1,681,670**

CP 56-14 (1001580): Proposed Amended Budget

Funding SourcesTotal Amended BudgetTotal Available Budget		
CSAH	$1,821,240	$730,447
Sales & Use Tax	$107,182	$31,670
Transportation Fund Balance	$51,469	$0
National Park Service Grant	$500,000	$500,000
RAISE Grant	$557,386	$557,386
State Active Transportation	$500,000	$500,000
Federal Congressional Directed Spending	$850,000	$850,000
Total	**$4,387,277**	**$3,169,503**

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

RESOLUTION

WHEREAS, Dakota County is implementing County Project (CP) 28-69, CSAH 28 (80th Street) Trail Gap, and County Project (CP) 56-14, CSAH 56 (Concord Boulevard) Pedestrian and Corridor Improvements, which together complete key elements of the Mississippi River Greenway Phase 2; and

WHEREAS, to improve construction efficiencies, reduce staging impacts, and coordinate federal funding under a single Federal Highway Administration authorization, CP 28-69 and CP 56-14 were designed and bid together as State Project (SP) 019-090-027; and

WHEREAS, bids for SP 019-090-027 were opened on May 12, 2026, and the lowest responsive and responsible bid was submitted by Minger Construction Companies, Inc. in the amount of $4,677,338; and

WHEREAS, the adopted budgets for CP 28-69 ($1,416,801) and CP 56-14 ($2,899,444) total $4,316,245 and are insufficient to fully fund the construction contract, meet federal match requirements, cover construction administration and soft costs, and satisfy the cost-share obligations of the executed joint powers agreements; and

WHEREAS, all available federal and state funding sources-including Rebuilding American Infrastructure with Sustainability and Equity (RAISE), Congressional Directed Spending (CDS), National Park Service (NPS) Alternative Transportation Program (ATP) funds and State Active Transportation (AT) funds are fully allocated at their authorized caps and cannot be increased; and

WHEREAS, the required additional budget authority totals $2,219,808, consisting of $731,975 for CP 28-69 and $1,487,833 for CP 56-14.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby awards the construction contract for State Project 019-090-027 (CP 28-69 and CP 56-14) to Minger Construction Companies, Inc. in the amount of $4,677,338 and authorizes the County Engineer to execute the contract, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the County Engineer is authorized to execute all necessary grant documents, funding agreements, and administrative actions required to secure and administer RAISE, CDS funds, NPS ATP funds, and State AT funds for CP 28-69 and CP 56-14; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby amends the 2026 Transportation Capital Improvement Program to increase the budgets for CP 28-69 and CP 56-14 by a combined amount of $2,219,808, with $731,975 allocated to CP 28-69 and $1,487,833 allocated to CP 56-14, funded with RAISE adjustments, Federal CDS, State Active Transportation, and County State Aid Highway (CSAH) funds, as follows:

Expense	
CP 28-69	$ 731,975
CP 56-14	$1,487,833
Total Expense	**$2,219,808**
Revenue CP 28-69	
RAISE Adjustment (Reallocation)	$592,614
CSAH	$139,361
Total Revenue	**$731,975**
Revenue CP 56-14	
RAISE Adjustment (Reallocation)	($592,614)
CDS	$850,000
State AT	$500,000
CSAH	$730,447
Total Revenue	**$1,487,833**

PREVIOUS BOARD ACTION
None.

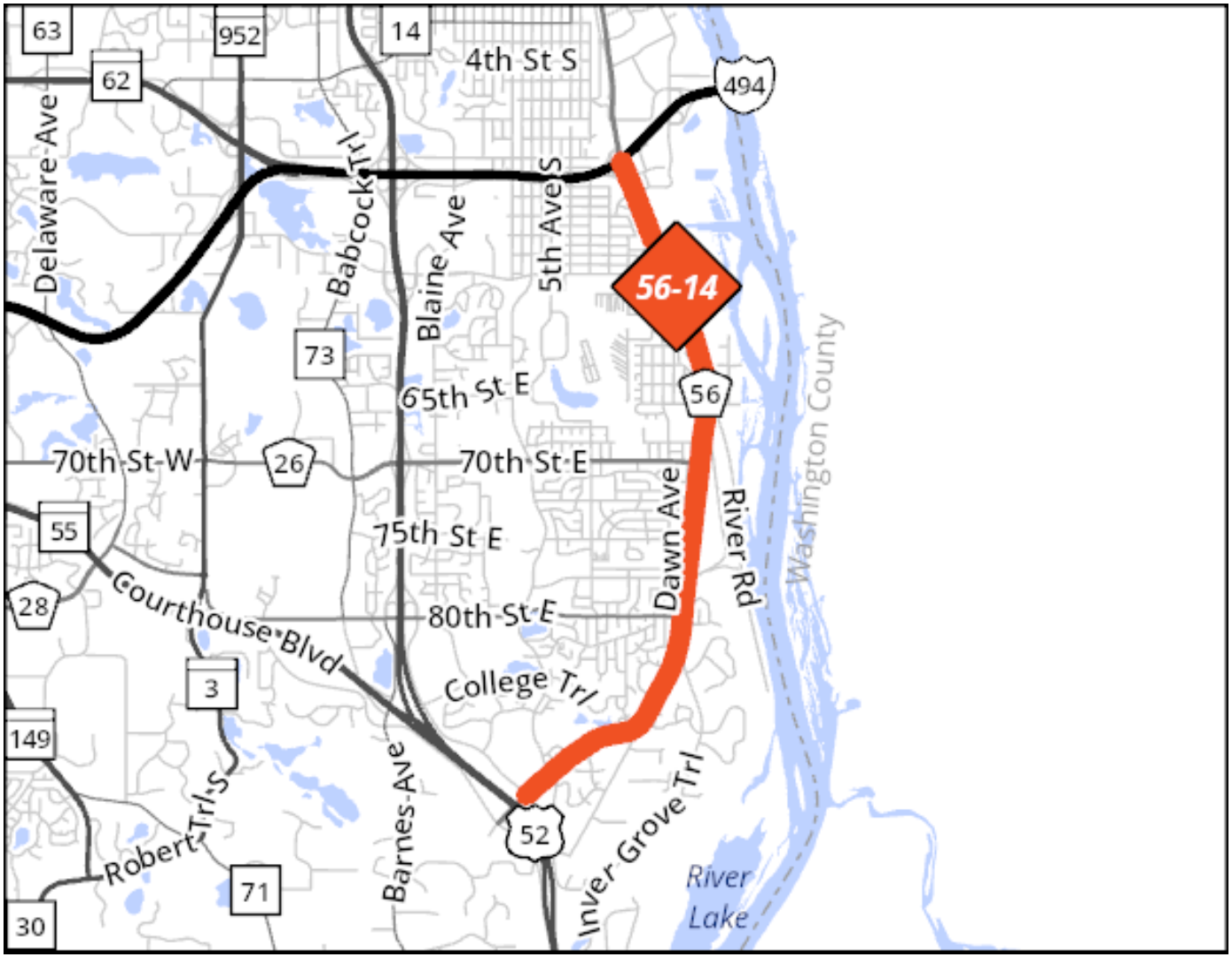
ATTACHMENTS
Attachment: Project Location Map - Combined Map for CP 56-14 (Concord Boulevard) and CP 28-69 (80th Street Trail Gap)
Attachment: Mississippi River Greenway Completion Exhibit - From RAISE Grant Infrastructure Improvements Application

BOARD GOALS
☒ Thriving People ☐ A Healthy Environment with Quality Natural Resources

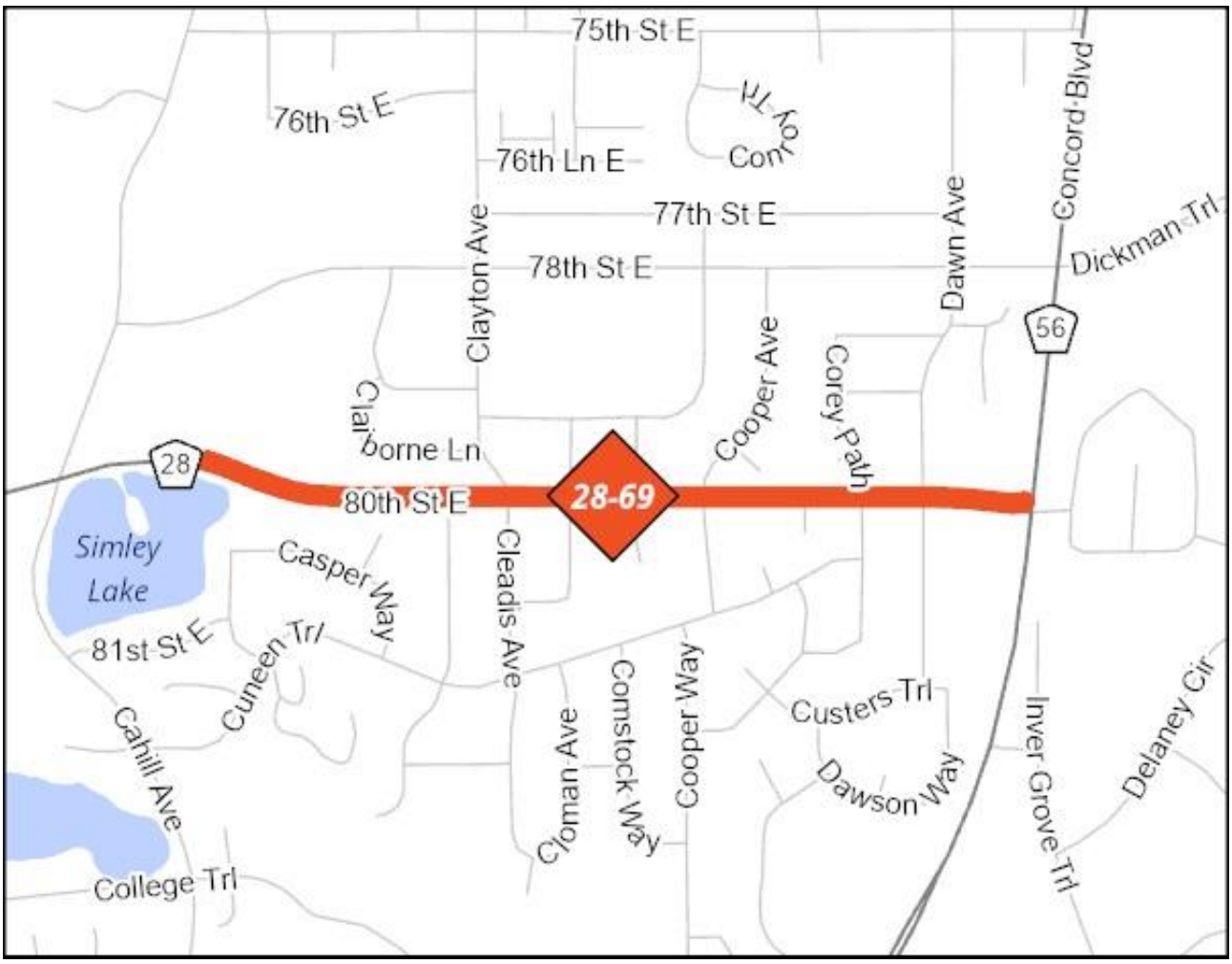
☐ A Successful Place for Business and Jobs ☐ Excellence in Public Service

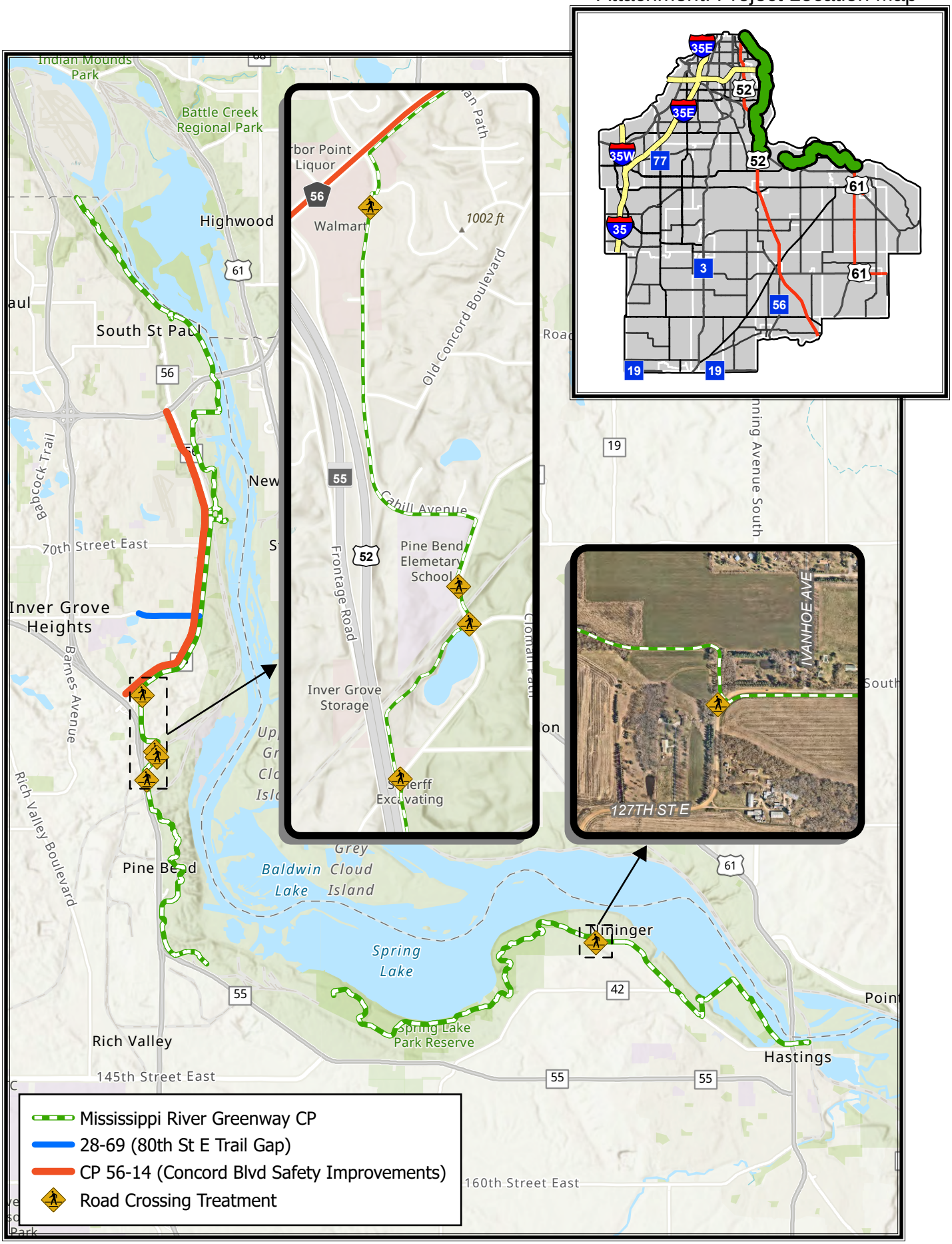
CONTACT
Department Head: Erin
Author: John Sass

County Project 56-14: Concord Boulevard (CSAH 56) Bicycle and Pedestrian Improvements Project Location Map



80th Street East Trail Gap Project Location Map





Completing the Mississippi River Greenway
RAISE Grant Infrastructure Improvements

Board of Commissioners

Request for Board Action

Item Number: DC-5732 **Agenda #:** 9.4 **Meeting Date:** 6/23/2026

DEPARTMENT: Transportation

FILE TYPE: Consent Action

TITLE
Authorization To Distribute Environmental Assessment Worksheet For County Project 54-11

PURPOSE/ACTION REQUESTED
Authorize staff to distribute the Environmental Assessment Worksheet (EAW) for County Project (CP) 54-11 for public review in accordance with Minnesota Rules 4410.

SUMMARY
Dakota County, in partnership with the City of Hastings, Prairie Island Indian Community, and Ravenna Township, is advancing CP 54-11 to reconstruct County State Aid Highway (CSAH) 54 between 18th Street East in Hastings and CSAH 68 (200th Street East). The project includes safety-driven geometric improvements, widened shoulders, turn lanes, drainage and flood-resiliency improvements, and a planned roundabout at the CSAH 54/CSAH 68 intersection. Construction is anticipated in 2030, subject to funding.

An Environmental Assessment Worksheet (EAW) has been completed for the full project footprint, including the roadway and all design alternatives evaluated during the process. Although the EAW evaluates both trail and no-trail alternatives, the County Board has identified the Road-Only concept as the preferred alternative. The EAW remains valid with this direction because it already includes evaluation of all alternatives and identifies fewer impacts under the Road-Only option.

The EAW is ready for publication to initiate the 30-day public comment period and support the County Board's Environmental Impact Statement (EIS) Need Decision scheduled for September 1, 2026. Under EQB rules, Board approval is not required to submit the EAW; however, Dakota County typically aligns the publication with County Board awareness.

EAW Schedule (for Board awareness):

1. PDC Presentation - June 16, 2026
2. County Board Consent for EAW awareness - June 23, 2026
3. Submit to EQB Monitor - by June 30, 2026
4. EQB Monitor Publication - July 7, 2026
5. Public Comment Period - July 8-August 7, 2026
6. Prepare Findings/Responses - August 7-18, 2026
7. County Review Period - August 18-September 1, 2026
8. EIS Need Decision - September 1, 2026
9. Distribute Notice of Decision - September 8-15, 2026
10. EQB Publication of Final Decision - September 22, 2026

RECOMMENDATION
Staff recommends authorization to distribute the EAW for CP 54-11 in accordance with Minnesota Rules 4410.

EXPLANATION OF FISCAL/FTE IMPACTS
☒ None ☐ Current budget ☐ Other
☐ Amendment Requested ☐ New FTE(s) requested

RESOLUTION
WHEREAS, Dakota County is advancing County Project 54-11 to reconstruct CSAH 54 between 18th Street East and CSAH 68 to improve safety, mobility, drainage, and flood-resiliency; and

WHEREAS, an Environmental Assessment Worksheet (EAW) has been completed for County Project 54-11 in accordance with Minnesota Rules 4410 and is ready for distribution to initiate the 30-day public comment period; and

WHEREAS, the EAW evaluates multiple design alternatives, including trail and no-trail options, and the County Board has identified the Road-Only option as the preferred alternative; and

WHEREAS, the EAW remains valid and supports the project moving forward under the Road-Only preferred alternative; and

WHEREAS, the project is consistent with the adopted Dakota County 2040 Comprehensive Plan.

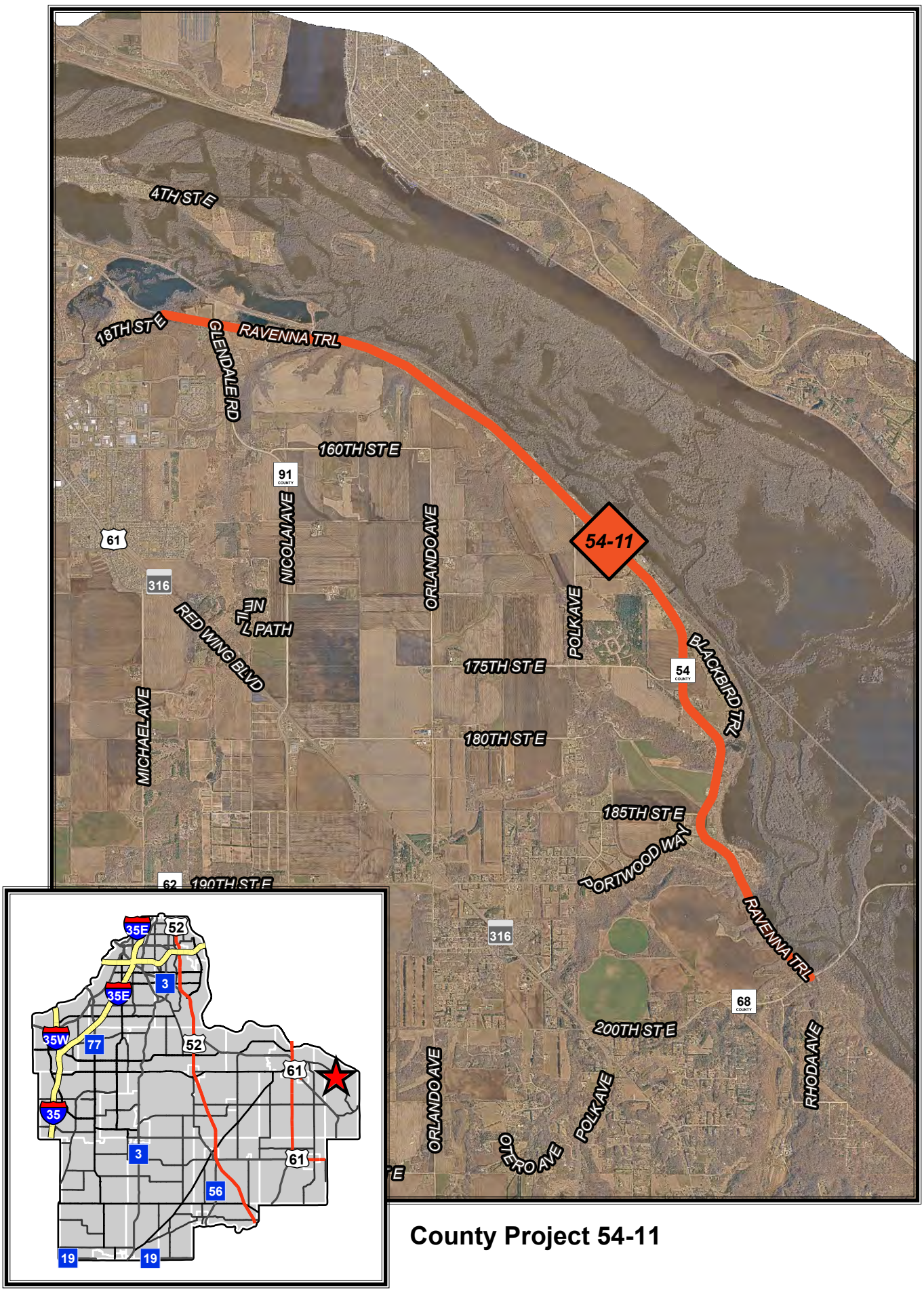
NOW, THEREFORE, BE IT RESOLVED, that the Dakota County Board of Commissioners hereby authorizes staff to distribute the Environmental Assessment Worksheet (EAW) for County Project 54-11 in accordance with Minnesota Rules 4410.

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: Location Map
Attachment: Environmental Assessment Worksheet

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

CONTACT
Department Head: Erin Laberee
Author: John Sass



County Project 54-11

County State Aid Highway 54 Reconstruction and Mississippi River Greenway Extension

Environmental Assessment Worksheet

April 2026

Prepared for:

Dakota County

Prepared by:

Kimley»Horn

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December 2022 Version

Environmental Assessment Worksheet

This most recent Environmental Assessment Worksheet (EAW) form and guidance documents are available at the Environmental Quality Board's (EQB's) website at: https://www.eqb.state.mn.us. The EAW form provides information about a project that may have the potential for significant environmental effects. Guidance documents provide additional detail and links to resources for completing the EAW form.

Cumulative potential effects can either be addressed under each applicable EAW Item or can be addressed collectively under EAW Item 21.

Note to reviewers: Comments must be submitted to the RGU during the 30-day comment period following notice of the EAW in the *EQB Monitor*. Comments should address the accuracy and completeness of information, potential impacts that warrant further investigation, and the need for an EIS.

1. Project Title

County State Aid Highway 54 Reconstruction and Mississippi River Greenway Extension

2. Proposer

Proposer: Dakota County
Contact Person: Imran Ahmed
Title: County Project Manager
Address: 14955 Galaxie Avenue
City, State, ZIP: Apple Valley, MN 55124
Phone: 952-891-7991
Email: Imran.ahmed@co.dakota.mn.us

3. RGU

RGU: Dakota County
Contact Person: Imran Ahmed
Title: County Project Manager
Address: 14955 Galaxie Avenue
City, State, ZIP: Apple Valley, MN 55124
Phone: 952-891-7991
Email: Imran.ahmed@co.dakota.mn.us

4. Reason for EAW Preparation

Check one:

Required:	Discretionary:
☐EIS Scoping	☐Citizen petition
☒Mandatory EAW	☐RGU discretion
	☐Proposer initiated

If EAW or EIS is mandatory, give EQB rule category subpart number(s) and name(s):
Minnesota Administrative Rules, 4410.4300 Mandatory EAW Categories, Subp. 27. Public waters, public waters wetlands, and wetlands

5. Project Location

County: Dakota County
City/Township: Hastings
PLS Location (¼, ¼, Section, Township, Range):

Section	Township	Range
35, 36	115N	17W
31	115N	16W
6, 5, 8, 17, 16, 21	114N	16W

Watershed (81 major watershed scale): Mississippi River – Lake Pepin
GPS Coordinates: 44.663545, -92.739790 to 44.730275, -92.829813
Tax Parcel Number: Not applicable
At a minimum, attach each of the following to the EAW:

- **Site plans showing all significant project and natural features. Pre-construction site plan and post-construction site plan (see Figure 3 to Figure 8 and Appendix A)**
- **County map showing the general location of the project (see Figure 1)**
- **US Geological Survey 7.5 minute, 1:24,000 scale map indicating project boundaries (see Figure 2)**
- **List of data sources, models, and other resources (from the Item-by-Item Guidance: *Climate Adaptation and Resilience* or other) used for information about current Minnesota climate trends and how climate change is anticipated to affect the general location of the project during the life of the project (as detailed below in Item 7)**

Figure 1: County Map

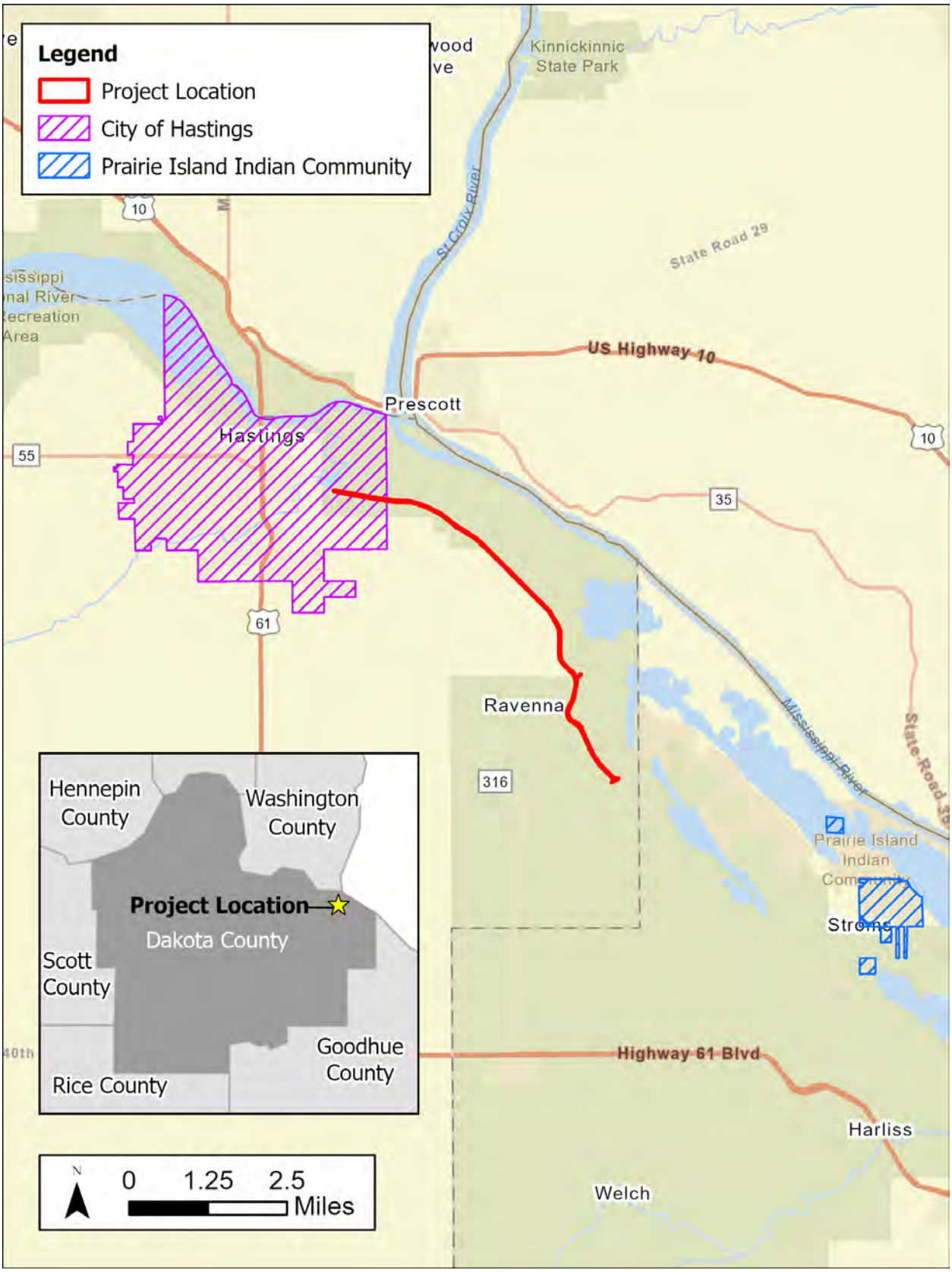
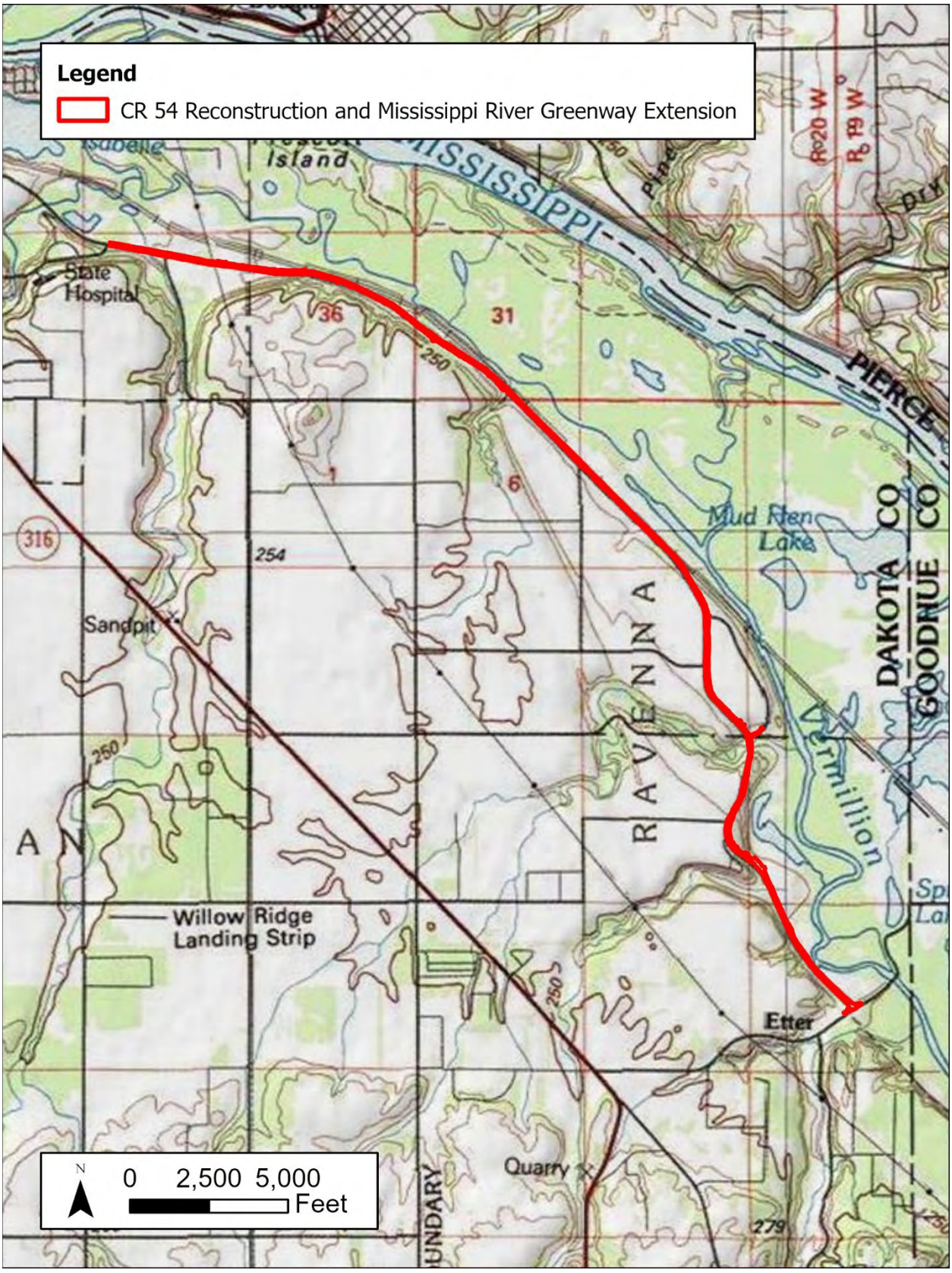


Figure 2: USGS Map



6. Project Description

a. Provide the brief project summary to be published in the *EQB Monitor* (approximately 50 words).

The project will reconstruct seven miles of County State Aid Highway (CSAH) 54 from 18th Street in Hastings to CSAH 68. Improvements include correcting substandard curves, widening the roadway, and adding a roundabout at the current intersection of CSAH 54 and CSAH 68. It also extends the Mississippi River Greenway, linking Hastings to the Prairie Island Indian Community.

b. Give a complete description of the proposed project and related new construction, including infrastructure needs. If the project is an expansion, include a description of the existing facility. Emphasize 1) construction and operation methods and features that will cause physical manipulation of the environment or will produce wastes; 2) modifications to existing equipment or industrial processes; 3) significant demolition, removal, or remodeling of existing structures; and 4) timing and duration of construction activities.

The CSAH 54 Reconstruction and Mississippi River Greenway Extension (referred to as the "project") will reconstruct seven miles of CSAH 54 from 18th Street in Hastings to CSAH 68 in Dakota County, Minnesota. Additionally, Dakota County has explored constructing a multi-use trail along CSAH 54 to expand the Mississippi River Greenway trail system and advance the 2009 Hastings to Red Wing Trail Master Plan priorities.[1] The study area includes the roadway and the trail in the highway right-of-way.

The project includes the following elements:

- Reconstructing seven curves to meet a 55 miles per hour (mph) design speed (one curve will meet 50 mph design speed)
- Adding consistent eight-foot shoulders and rumble strips along the highway
- Installing left and right turn lanes at the following public road intersections:
    - Glendale Avenue
    - Polk Avenue
    - Blackbird Trail (two intersections)
    - 175th Street East
    - 185th Street East
- Raising the profile where the roadway is within the 100-year floodplain from CSAH 91 to CSAH 68 to alleviate flooding concerns
- Constructing a roundabout at CSAH 68
- Replacing aging bridges and drainage infrastructure at the end of their useful life

[1] Parks and Trails Council of Minnesota. *Hastings to Red Wing Trail Master Plan*. 2009. Available at https://goodhuecountymn.gov/files/ordinances/hastings_to_red_wing_trail_master_plan.pdf.

- Building a 10-foot wide multi-use trail designated as the Mississippi River Greenway

This EAW has used the maximum disturbance alternative footprint to ensure impacts are appropriately evaluated and opportunities for mitigation are identified.

The project would not include any structure removal/demolition. Construction is tentatively planned to begin in 2029 or 2030.

c. Project magnitude

Table 1: Project Magnitude

Measure	Magnitude
Total Project Acreage	87.5
Linear Project Length	7 miles
Number and Type of Residential Units	N/A
Residential Building Area (square feet)	N/A
Commercial/Retail Building Area (square feet)	N/A
Industrial Building Area (square feet)	N/A
Institutional Building Area (square feet)	N/A
Other Uses – specify (square feet)	N/A
Structure Height(s)	N/A

d. Explain the project purpose. If the project will be carried out by a governmental unit, explain the need for the project and identify its beneficiaries.

The purpose of the project is to improve safety and mobility along CSAH 54 from 18th Street in Hastings to CSAH 68.

The existing CSAH 54 corridor, posted at 55 mph, has a documented history of high crash rates—approximately 200 crashes, including four fatalities, over the past decade. Most crashes involve single-vehicle run-off-road incidents, with intersection crashes concentrated at CSAH 91 (Glendale Road) and CSAH 68. Key deficiencies include:

- Three miles without shoulders
- Seven of eight intersections lacking turn lanes
- Eight curves that do not meet design standards for the posted speed
- Four segments below the 100-year floodplain, causing periodic closures, most recently in June 2024
- Four aging bridges at the end of their useful life

The project will address these issues by:

- Reconstructing seven curves to meet a 55-mph design speed (one curve at 50 mph)
- Adding left and right turn lanes at public intersections
- Constructing consistent shoulders and rumble strips
- Building a roundabout at CSAH 68

Additionally, this segment of CSAH 54 was identified as the preferred route for extending the Dakota County Mississippi River Greenway trail system. The project will include a 10-foot-wide multiuse trail, improving safety and connectivity for non-motorized users between Hastings, the Prairie Island Indian Community, and Red Wing.

e. Are future stages of this development, including development on any other property, planned or likely to happen? ☐ Yes ☒ No

If yes, briefly describe future stages, relationship to present project, timeline, and plans for environmental review.

Not applicable.

f. Is this project a subsequent stage of an earlier project? ☐ Yes ☒ No

If yes, briefly describe the past development, timeline, and past environmental review.

Not applicable.

7. Climate Adaptation and Resilience

a. Describe the climate trends in the general location of the project (see guidance: *Climate Adaptation and Resilience*) and how climate change is anticipated to affect that location during the life of the project.

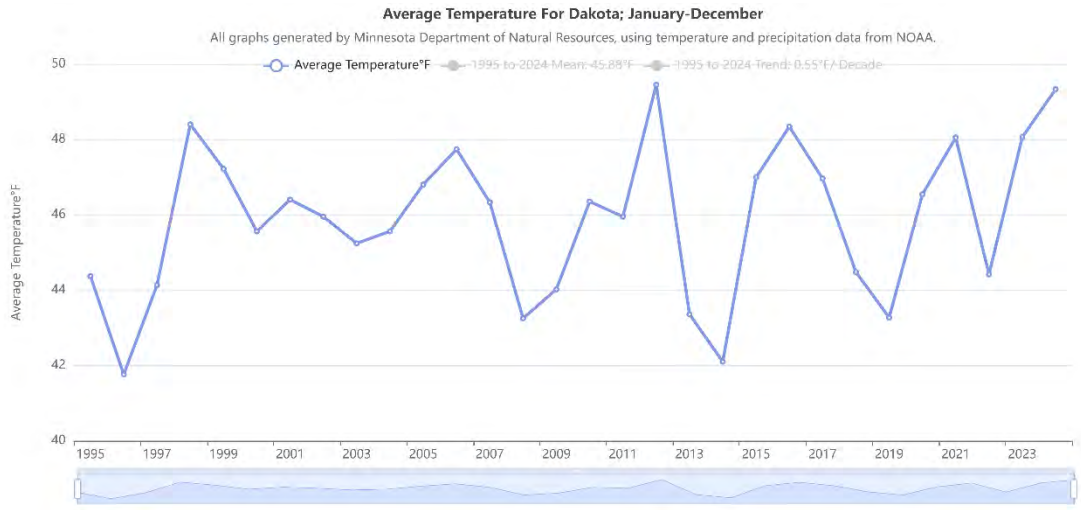
Trends in temperature, precipitation, flood risk, and cooling degree days are described below for the general project location. Some of the climate projections summarized below use shared socioeconomic pathways (SSPs) or Representative Concentration Pathways (RCPs), which are greenhouse gas concentration scenarios used by the Intergovernmental Panel on Climate Change. SSP 245 and RCP 4.5 are intermediate scenarios in which emissions decline after peaking around 2040, and SSP 370 and RCP 8.5 are high-emissions scenarios in which emissions continue to rise through the century.[2]

Temperature

According to the Minnesota Climate Mapping and Analysis Tool (CliMAT), the annual daily average temperature in the study area from 1995 to 2014 was 45.6°F.[3] The annual daily average temperature in the site is projected to increase to 49.4°F from 2040 to 2059 under an intermediate emissions pathway (SSP 245). In 2080-2099, annual daily average temperature is projected to further increase to 52.4°F and 54.7°F under an intermediate (SSP 245) and high emissions pathway (SSP 370), respectively.

[2] University of Minnesota Climate Adaptation Partnership. *Climate modeling: an introductory primer for practitioners*. May 2023. Available at https://climate.umn.edu/sites/climate.umn.edu/files/2023-06/ClimateProjectionPrimer_Compiled_CoverPage.pdf.
[3] University of Minnesota. *Minnesota CliMAT*. Available at https://app.climate.umn.edu/?output_type=modelVal&scenario=ssp370_2080-2099&model=ensemble&variable=tmax-degF&time_frame=yearly&aoi=none#intro_pane.

Minnesota Climate Explorer – Average Temperature Trends for Dakota County



Urban Heat Island

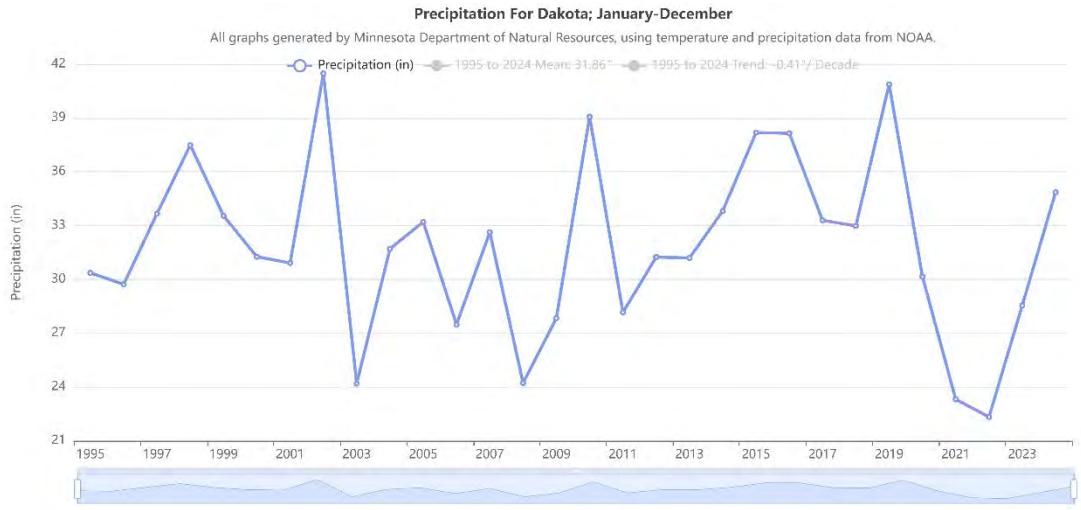
Surfaces and structures such as roads, parking lots, and buildings absorb and re-emit more heat from the sun than natural landscapes. This can significantly raise air temperature and overall extreme heat vulnerability in urban areas where there are dense concentrations of these surfaces. This is referred to as the urban heat island effect. According to the Metropolitan Council's Extreme Heat Map Tool, based on the land surface temperature at the study area during a heatwave in 2022, the study area is susceptible to extreme heat.[4]

Precipitation

According to the EPA Climate Resilience Evaluation and Awareness Tool (CREAT) Climate Change Scenarios Projection Map, there is a projected 2.8% to 13.4% increase in 100-year storm intensity by 2035 and a projected 5.4% to 26.1% increase in 100-year storm intensity by 2060 for the study area.[5]

[4] Metropolitan Council. *Extreme Heat Map Tool*. Accessed August 2025. Available at https://metrocouncil.org/Communities/Planning/Local-Planning-Assistance/CVA/Tools-Resources.aspx.
[5] US EPA. *CREAT Climate Change Scenarios Projection Map*. September 2022. Available at https://www.arcgis.com/home/item.html?id=3805293158d54846a29f750d63c6890e.

Minnesota Climate Explorer – Average Precipitation for Dakota County



Localized Flood Risk

The site is within 100-year and 500-year Federal Emergency Management Area (FEMA) flood zones at numerous points throughout the site. Dakota County administers floodplain zoning within Ravenna Township, and the City of Hastings administers floodplain zoning within the City's boundaries.

The Metropolitan Council's Localized Flood Map Screening Tool identifies localized flood hazards, referred to as Bluespots, which are broken into categories based on potential flood water depth. [6] This tool shows several Primary, Secondary, Tertiary, and Shallow Bluespots mapped throughout the site with maximum depths ranging from 0.25 feet to 14.58 feet. Primary Bluespots are the first areas to fill with water and are generally considered higher risk, while Shallow Bluespots are separate, isolated low areas generally considered low risk.

Cooling Degree Days

As defined by the National Weather Service, cooling degree days, which are often used as a proxy to estimate cooling needs for buildings, can be examined as a baseline and projected exposure indicator under the RCP 4.5 and RCP 8.5 scenarios. Cooling degree days are indexed units, not actual days, which roughly describe the demand to heat or cool a building. Cooling degree days accumulate on days warmer than 65°F when cooling is required. For example, if a weather station recorded an average daily temperature of 78°F, cooling degree days for that station would be 13.

According to Heat Vulnerability in Minnesota,[7] the number of cooling degree days in 2019 for Dakota County was 424. The number of cooling days in 2050 for Dakota County is projected to be 505 and 652 for RCP 4.5 and 8.5, respectively.

[6] Metropolitan Council. *Localized Flood Map Screening Tool*. Available at https://metrocouncil.org/Communities/Planning/Local-Planning-Assistance/CVA/Tools-Resources.aspx.
[7] Minnesota Department of Health and the University of Minnesota. *Heat Vulnerability in Minnesota*. Available at https://maps.umn.edu/climatehealthtool/heat_app/.

b. For each resource category in the table below, describe the project's proposed activities and how the project's design will interact with those climate trends. Describe proposed adaptations to address the project effects identified.

Table 2: Climate Considerations and Adaptations

Resource Category	Climate Considerations	Project Information	
		Climate Change Risks and Vulnerabilities	Adaptations
Project Design	Risks and vulnerabilities associated with warming temperatures and increased frequency of high-heat days and freeze-thaw events include increased pavement cracking and road buckling. Additionally, extreme heat events and cracked or icy pavements can create hazards and challenges for pedestrian accessibility.	These impacts may affect the lifespan and maintenance of a project. According to the Minnesota Department of Transportation (MnDOT), more frequent (repeated) freeze/thaw cycles associated with climate change will result in detrimental impacts on pavement. High road surface temperatures associated with these events can jeopardize the integrity of bridge infrastructure, including creating additional stress on joints and potentially causing pavement to buckle.	MnDOT is studying the effects of increased freeze/thaw cycles on pavement; as design standards are updated to address negative effects, they would be implemented on projects at a statewide level.
Land Use	No critical facilities (i.e., facilities necessary for public health and safety, those storing hazardous materials, or those with housing occupants who may be insufficiently mobile) are located within or near the study area.	Not applicable.	Not applicable.
Water Resources	Current climate trends and anticipated climate change in the general location of the project may influence water resources. Water resources in the general study area may become warmer, more polluted, and change in volume due to increased temperatures and	The project is anticipated to add approximately 10.8 acres of net new impervious surface through the reconstruction of CSAH 54, along with intersection improvements, shoulder widening, vertical and horizontal curve corrections, and an off-road multi-use	Stormwater will be collected in an updated system and conveyed to stormwater management facilities for detention and rate control. The existing ditches will be expanded to effectively manage the stormwater runoff and meet water quality requirements. See

Resource Category	Climate Considerations	Project Information	
		Climate Change Risks and Vulnerabilities	Adaptations
	runoff. There may be more evaporation and water available when it rains, leading to an increase in flood potential.	trail to extend the Mississippi River Greenway.	Stormwater Section 12. b. ii. for more details.
Contamination/ Hazardous Materials/ Wastes	The proposed project is not anticipated to generate hazardous waste or materials.	Not applicable.	Not applicable.
Fish, Wildlife, Plant Communities, and Sensitive Ecological Resources (Rare Features)	Current Minnesota climate trends and anticipated climate change in the general location of the project may influence the local species and suitable habitat. Suitable habitat for species may become unsuitable due to land use changes, increased temperature, and increased runoff.	The project does not represent a new barrier to wildlife passage nor prevent movement of species migrating due to shifts in suitable habitat range.	Not applicable.

8. Cover Types

Estimate the acreage of the site with each of the following cover types before and after development.

Table 3: Cover Types

Cover Type	Before (Acres)	After (Acres)
Wetlands and Shallow Lakes (less than 2 meters deep)	2.3	0
Deep Lakes (more than 2 meters deep)	0	0
Rivers/Streams	<0.01	<0.01
Wooded/Forest	7.7	0
Brush/Grassland	40.6	37.7
Cropland	0	0
Livestock Rangeland/Pastureland	0	0
Lawn/Landscaping	0	0
Green Infrastructure	0	0
Impervious Surface	36.9	47.7
Stormwater Pond (wet sedimentation basin)	0	2.1
Other (describe)	0	0
Total	87.5	87.5

Table 4: Trees

Trees	Percent	Acres
Acres of Trees Removed During Development	8.8	9.1
Number of New Trees Planted	0	0

9. Permits and Approvals Required

List all known local, state, and federal permits, approvals, certifications, and financial assistance for the project. Include modifications of any existing permits, governmental review of plans, and all direct and indirect forms of public financial assistance including bond guarantees, Tax Increment Financing, and infrastructure. *All of these final decisions are prohibited until all appropriate environmental review has been completed. See Minnesota Rules Chapter 4410.3100.*

Table 5: Permits and Approvals Required

Unit of Government	Type of Application	Status
Local		
Dakota Soil and Water Conservation District	Wetland Conservation Act Wetland Replacement Plan Approval	To be applied for
City of Hastings	Wetland Conservation Act Wetland Replacement Plan Approval	To be applied for

Unit of Government	Type of Application	Status
	Stormwater/Drainage Plan Approval	To be applied for
	Municipal Project Approval	To be applied for
	MRCCA District Land Alteration Permit	To be applied for
	Floodplain Approval	To be applied for
	Water Quality Requirement Approval	To be applied for
Dakota County	Board Approval	To be applied for
	EIS Need Decision	In process
	Floodplain Approval	To be applied for
	Stormwater/Drainage Approval	To be applied for
State		
Minnesota Department of Health (MDH)	Watermain Extension Permit	To be applied for
Minnesota Pollution Control Agency (MPCA)	Section 401 Water Quality Certification	To be applied for, if needed
	National Pollutant Discharge Elimination Permit (NPDES)/SDS Construction Stormwater Permit	To be applied for
	Sanitary Sewer Installation Permit	To be applied for
Minnesota Department of Natural Resources (DNR)	Groundwater Appropriation Permit	To be applied for, if needed
	Scientific and Natural Area (SNA) Temporary Access Approval	To be applied for
	Wetland Conservation Act Wetland Replacement Plan Approval (SNA)	To be applied for, if needed
	Cut-leaf Water Parsnip Take Permit	To be applied for
Minnesota Department of Transportation (MnDOT)	Drainage and Utility Permit	To be applied for
	Project Memorandum (i.e. Categorical Exclusion) Approval from State Aid	To be applied for, if needed
Federal		
US Army Corps of Engineers	Section 404 Permit	To be applied for, if needed
MnDOT Cultural Resources Unit on Behalf of FHWA	Section 106 Finding	To be applied for, if needed
Minnesota State Historic Preservation Office (SHPO)	Section 106 Finding Concurrence	To be applied for, if needed

Unit of Government	Type of Application	Status
U.S. Fish and Wildlife Service (USFWS)	Endangered Species Act Section 7 Determination	To be applied for, if needed
U.S. Department of Agriculture (USDA)	Form AD-1006	To be applied for, if needed

10. Land Use

a. Describe:

i. Existing land use of the site as well as areas adjacent to and near the site, including parks and open space, cemeteries, trails, and prime or unique farmlands.

Existing Land Use

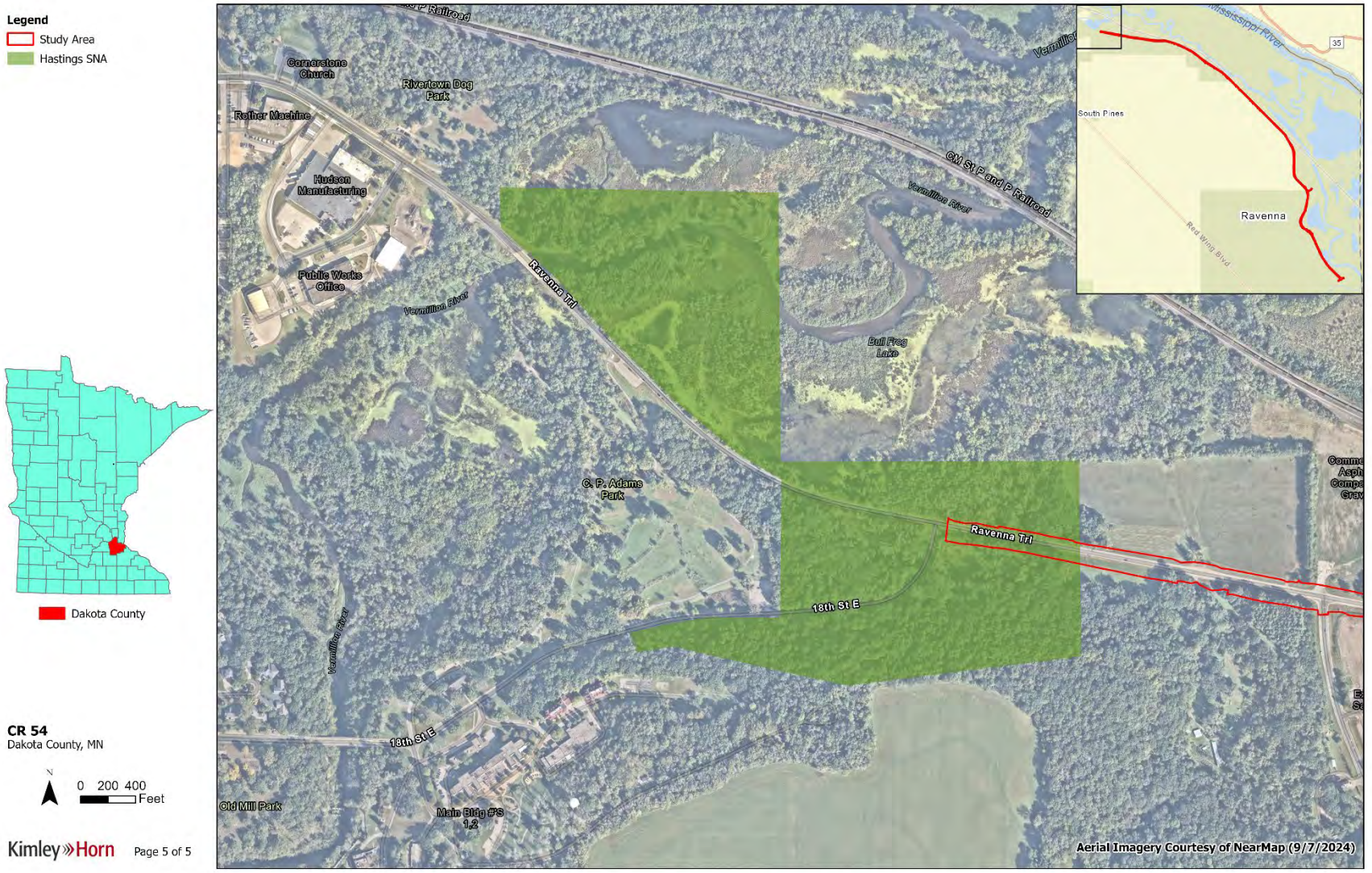
According to Figure 5.2: "2016 Land Use" in the Dakota County 2040 Comprehensive Plan, existing land use in the vicinity of the site is Agricultural, Farmstead, and Park, Recreational, or Preserve. There are also smaller quantities of Open Water and Undeveloped Land. [8]

Parkland and Trails

There are no existing trails in the corridor, and the site does not intersect any parkland. The northwestern approximately 0.1 mile of the project corridor crosses the Hastings Scientific and Natural Area (SNA), which is near the intersection of Ravenna Trail and Leduc Drive, see **Figure 3**. No trails or other recreational facilities are present on the Hastings SNA, although it is open to the public for bird and wildlife watching, hiking, photography, and snowshoeing and cross-country skiing.

[8] Dakota County. *Dakota County 2040 Comprehensive Plan*. Available at https://www.co.dakota.mn.us/Government/Planning/CompPlan/Documents/DakotaCounty2040ComprehensivePlan.pdf.

Figure 3: Hastings SNA



Prime or Unique Farmlands

According to the Natural Resources Conservation Service (NRCS) Web Soil Survey, 3 of the 30 soil types within the project construction limits are classified as farmland of statewide importance.[9] These soils represent approximately 9% of the soils within the construction limits.

ii. Planned land use as identified in comprehensive plans (if available) and any other applicable plan for land use, water, or resource management by a local, regional, state, or federal agency.

According to the Dakota County 2040 Comprehensive Plan, planned land use from existing city comprehensive plans in the vicinity of the site includes Rural Residential, Agricultural, and Park and Recreation (See Appendix B for land use and zoning maps from comprehensive plans).[10]

According to the Dakota County 2040 Transportation plan, the CSAH 54 & CSAH 68 roundabout is a priority County Highway-to-County Highway intersection location.[11]

According to the December 2018 draft of the Dakota County Pedestrian & Bicycle Study, this segment of CSAH 54 is listed under "Planned County Greenway Trails" and Planned bicycle supportive shoulder."[12]

According to the City of Hastings 2040 Comprehensive Plan, future land use in the vicinity of the site includes Park, Upland Conservation Area, Agriculture, Institutional, and Floodplain & Wetland Protection.[13]

According to the draft 2026-2035 Vermillion River Watershed Management Plan, planned land use in the vicinity of the site includes Park, Recreational, Preserve; Open Water; Residential; and Agricultural or Developed.[14]

The Prairie Island Indian Community does not appear to have a publicly available comprehensive plan.

[9] Natural Resources Conservation Service. *Web Soil Survey*. Accessed August 2025. Available at https://websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey.aspx.
[10] Dakota County. *2040 Comprehensive Plan*. Available at https://www.co.dakota.mn.us/Government/Planning/CompPlan/Documents/DakotaCounty2040ComprehensivePlan.pdf.
[11] Dakota County. *2040 Transportation Plan*. Available at https://www.co.dakota.mn.us/Transportation/PlanningPrograms/Documents/2040TransportationPlan.pdf.
[12] Dakota County. *Bicycle & Pedestrian Study*. Available at https://www.co.dakota.mn.us/Transportation/TransportationStudies/Past/Documents/PedestrianBicycleStudyAppendixC.pdf.
[13] City of Hastings. *2040 Comprehensive Plan*. Available at https://www.hastingsmn.gov/home/showpublisheddocument/9186/638556002403470000.
[14] Vermillion River Watershed Joint Powers Organization. *Draft 2026-2035 Vermillion River Watershed Management Plan*. Available at https://www.vermillionriverwatershed.org/watershed-management/watershed-management-plan/2026-2035-watershed-plan-development/.

iii. Zoning, including special districts or overlays such as shoreland, floodplain, wild and scenic rivers, critical area, agricultural preserves, etc.

Existing Zoning

According to the City of Hastings, existing zoning in the project vicinity is identified as Agriculture and Public Institution. According to Ravenna Township, Ravenna Township property is zoned as Rural Residential Single Family.[15]

FEMA National Flood Hazard

The site is within 100-year and 500-year FEMA flood zones and intersects those zones at numerous points throughout the site.[16] Dakota County administers floodplain zoning within Ravenna Township, and the City of Hastings administers floodplain zoning within the City's boundaries. Impacts to FEMA flood zones are discussed in Item 12.b., Water Resources.

Mississippi River Corridor Critical Area (MRCCA) Districts

According to the City of Hastings 2040 Comprehensive Plan, the site is in two MRCCA Districts: the CA-SR (Separated from River District) and CA-ROS (Rural and Open Space District).

The Separated from River District (CA-SR) is characterized by its physical and visual distance from the Mississippi River. The district includes land separated from the river by distance, topography, development, or a transportation corridor. The land in this district is not readily visible from the Mississippi River. The CA-SR district provides flexibility in managing development without negatively affecting the key resources and features of the river corridor. Minimizing negative impacts to primary conservation areas and minimizing erosion and flow of untreated storm water into the Mississippi River are priorities in the district.

CA-SR dimensional standards are as follows:

- Height: Underlying zoning
- River setback: N/A
- Bluff setback: 40 feet

The Rural and Open Space District (CA-ROS) is characterized by rural and low-density development patterns and land uses and includes land that is riparian or visible from the river, as well as large, undeveloped tracts of high ecological and scenic value, floodplain, and undeveloped islands. Many primary conservation areas exist in the district. The CA-ROS district must be managed to sustain and restore the rural and natural character of the corridor and to protect and enhance habitat, parks and open space, public river corridor views, and scenic, natural, and historic areas.

CA-ROS dimensional standards are as follows:

[15] Ravenna Township. *FAQ*. Available at https://ravennatownship.org/faqs/what-is-the-zoning-for-a-property-in-the-township/.
[16] FEMA. *National Flood Hazard Layer (NFHL) Viewer*. Available at https://www.arcgis.com/apps/webappviewer/index.html?id=8b0adb51996444d4879338b5529aa9cd.

- Height: 35 feet
- River setback: 200 feet
- Bluff setback: 100 feet

New permits are required for certain land alteration activities. A permit would be required for land alteration for any activity that disturbs more than 10 cubic yards or 1,000 square feet of soil within the shore impact zone or within 50 feet of a public water, wetland, or natural drainage way, whichever is greater.

A permit would be required for vegetation removal in the following areas:

- Shore impact zone - 50% of the required structure setback from the river
- Areas within 50 feet of a wetland or natural drainage way
- Bluff impact zone - areas on and within 20 feet of slopes averaging 18% or greater
- Areas of native plant communities anywhere in the MRCCA
- Other areas of significant vegetation stands identified in local government plans

In these areas, a permit would not be required for selective vegetation removal, only for intensive vegetation clearing. Selective vegetation removal is the removal of isolated individual trees or shrubs that are not in a contiguous patch, strip, row, or block and that does not substantially reduce the tree canopy or understory cover. Intensive vegetation clearing is the removal of all or a majority of the trees or shrubs in a contiguous patch, strip, row, or block.

The purpose of the MRCCA is to maintain the natural and scenic character and minimize negative impacts to riparian areas and bluffs. This is accomplished by additional development regulations beyond Zoning, Floodplain, and Shoreland Management ordinances.

Other Critical Areas

The project corridor crosses the Hastings SNA, which is managed by the Minnesota Department of Natural Resources (MnDNR). According to the MnDNR, a wide diversity of plant species has been documented on this site, including kittentails and a population of snow trillium first documented in 1905. At least seventeen state-listed threatened and endangered species are found within a mile of this SNA, including at least one federally-endangered species, the winged mapleleaf mussel. A special use permit may be required for work upon Scientific and Natural Areas.[17]

The project corridor is located within the Vermillion River watershed.

There are no other special overlays or zoning, including wild and scenic rivers and agricultural preserves.

See **Appendix B** for land use and zoning maps from comprehensive plans.

[17] MnDNR. *Hastings SNA*. Available at https://www.dnr.state.mn.us/snas/detail.html?id=sna00954.

iv. **If any critical facilities (i.e., facilities necessary for public health and safety, those storing hazardous materials, or those housing occupants who may be insufficiently mobile) are proposed in floodplain areas and other areas identified as at risk for localized flooding, describe the risk potential considering changing precipitation and event intensity.**

There are no critical facilities proposed in floodplain areas and other areas identified as at risk for localized flooding located within the study area.

b. Discuss the project's compatibility with nearby land uses, zoning, and plans listed in Item 10a above, concentrating on implications for environmental effects.

As mentioned above, the proposed improvements are consistent with local zoning and the goals of the comprehensive plans described above. The project will not alter the existing land uses nor require zoning changes.

The project will require a land alteration permit because activity will occur within 50 feet of a public water, wetland, or natural drainage way in a MRCCA District.

c. Identify measures incorporated into the proposed project to mitigate any potential incompatibility as discussed in Item 10b above and any risk potential.

Not applicable.

11. Geology, Soils, and Topography/Landforms

a. Geology – Describe the geology underlying the project area and identify and map any susceptible geologic features such as sinkholes, shallow limestone formations, unconfined/shallow aquifers, or karst conditions. Discuss any limitations of these features for the project and any effects the project could have on these features. Identify any project designs or mitigation measures to address effects to geologic features.

According to the Geologic Atlas of Dakota County, the majority of the project vicinity is dominated by a thick layer of carbonate rock, the dolostone of the Prairie du Chien group.[18] Also present are Jordan Sandstone and dolomitic shale and siltstone of the St. Lawrence and Franconia Formations. The surficial soils within the study area are classified as moderately well sorted sediments deposited by modern streams during flood stage, clean sand and gravel, and thinly covered bedrock.

According to the MnDNR Karst Feature Inventory, there is one known sinkhole, Apple Orchard Sink, near the study area, see **Figure 4**. There are no shallow limestone formations, unconfined shallow aquifers, or karst features present within or near the study area.[19]

[18] Minnesota Geological Survey. *Geologic Atlas of Dakota County*. Available at https://conservancy.umn.edu/handle/11299/58494.
[19] MnDNR. *Karst Feature Inventory*. Available at https://arcgis.dnr.state.mn.us/portal/apps/webappviewer/index.html?id=9df792d8f86546f2aafc98b3e31adb62.

Figure 4: MnDNR Karst Feature Inventory



b. Soils and Topography – Describe the soils on the site, giving NRCS (SCS) classifications and descriptions, including limitations of soils. Describe topography, any special site conditions relating to erosion potential, soil stability, or other soil limitations, such as steep slopes or highly permeable soils. Provide estimated volume and acreage of soil excavation and/or grading. Discuss impacts from project activities (distinguish between construction and operational activities) related to soils and topography. Identify measures during and after project construction to address soil limitations including stabilization, soil corrections, or other measures. Erosion/sedimentation control related to stormwater runoff should be addressed in response to Item 12.b.ii.

Soil data was obtained from the NRCS Web Soil Survey.[20] There are 30 soil types within the study area. The two soil types that make up the largest portions of the study area (approximately 40 percent) are Sparta loamy fine sand, 1 to 6 percent slopes, and Hubbard loamy sand, 1 to 6 percent slopes. **Table 6** provides details on these soil types.

The NRCS Erosion Hazard Ratings indicate the hazard of soil loss from off-road areas after disturbance activities that expose soil surface. Within the study area, 77.7 acres (approximately 89 percent) have a "slight" rating, meaning that erosion is unlikely under normal climatic conditions.

A Stormwater Pollution Prevention Plan (SWPPP) will be developed for this project. All areas disturbed during construction would be revegetated in accordance with the SWPPP and related permitting requirements. In areas with steep slopes, special consideration will be given to prevent erosion during construction, such as erosion control blankets and soil reinforcement. No impacts to soils or topography are anticipated once construction of this project is complete.

American Engineering Testing (AET) completed a report of preliminary geotechnical exploration on November 19, 2025. The soils beneath the road and shoulders are mostly sandy, with some silt and gravel mixed in. A small amount of clayey sand was found in one spot. The top layer of soil in the drainage ditches varies more, including clay, silt, sand, and some organic material. Some ditches have a mix of these soil types. **Table 7** provides details on the soil properties. Recommendations from the geotechnical evaluation will be taken into consideration as design of the project advances.

Table 6: Soil Types Within Study Area

Map Unit Symbol	Map Unit Name	Farmland Classification	Erosion Hazard Rating	Percent of Study Area
7A	Hubbard loamy sand, 0 to 1 percent slopes	Not prime farmland	Slight	2.0%
7B	Hubbard loamy sand, 1 to 6 percent slopes	Not prime farmland	Slight	14.6%

[20] NRCS. *Web Soil Survey*. Available at https://websoilsurvey.nrcs.usda.gov/app/.

Map Unit Symbol	Map Unit Name	Farmland Classification	Erosion Hazard Rating	Percent of Study Area
8A	Sparta loamy fine sand, 0 to 1 percent slopes	Not prime farmland	Slight	3.7%
8B	Sparta loamy fine sand, 1 to 6 percent slopes	Farmland of local importance	Slight	25.1%
39A	Wadena loam, 0 to 2 percent slopes	All areas are prime farmland	Slight	4.2%
100B	Copaston loam, 2 to 6 percent slopes	Farmland of statewide importance	Slight	1.8%
129	Cylinder loam, 0 to 2 percent slopes	All areas are prime farmland	Slight	2.4%
177B	Gotham loamy fine sand, 2 to 6 percent slopes	Not prime farmland	Slight	3.2%
177C	Gotham loamy fine sand, 6 to 12 percent slopes	Not prime farmland	Moderate	0.9%
226	Lawson silt loam	All areas are prime farmland	Slight	1.5%
251D	Marlean loam, 12 to 18 percent slopes	Not prime farmland	Moderate	1.5%
283A	Plainfield loamy sand, 0 to 2 percent slopes	Not prime farmland	Slight	5.0%
283D	Plainfield loamy sand, 6 to 18 percent slopes	Not prime farmland	Moderate	0.3%
285A	Port Byron silt loam, 0 to 2 percent slopes	All areas are prime farmland	Slight	1.2%
285B	Port Byron silt loam, 2 to 6 percent slopes	All areas are prime farmland	Slight	0.0%
299A	Rockton loam, 0 to 2 percent slopes	All areas are prime farmland	Slight	1.3%
299B	Rockton loam, 2 to 6 percent slopes	All areas are prime farmland	Slight	2.8%
299C	Rockton loam, 6 to 12 percent slopes	Farmland of statewide importance	Moderate	0.2%

Map Unit Symbol	Map Unit Name	Farmland Classification	Erosion Hazard Rating	Percent of Study Area
301B	Lindstrom silt loam, till plain, 2 to 6 percent slopes	All areas are prime farmland	Moderate	1.4%
415B	Kanaranzi loam, 2 to 6 percent slopes	Farmland of statewide importance	Slight	6.5%
415C	Kanaranzi loam, 6 to 12 percent slopes	Not prime farmland	Moderate	2.0%
463	Minneiska loam, occasionally flooded	All areas are prime farmland	Slight	0.4%
611F	Hawick loamy sand, 20 to 40 percent slopes	Not prime farmland	Moderate	4.4%
880F	Brodale-Rock outcrop complex, 18 to 45 percent slopes	Not prime farmland	Moderate	0.0%
1030	Pits, sand and gravel	Not prime farmland	Not rated	0.7%
1055	Aquolls and Histosols, ponded	Not prime farmland	Slight	7.0%
1815	Zumbro loamy fine sand	Not prime farmland	Slight	0.5%
1821	Algansee sandy loam, occasionally flooded	Not prime farmland	Slight	0.5%
1827A	Waukegan silt loam, bedrock substratum, 0 to 2 percent slopes	All areas are prime farmland	Slight	0.9%
N644A	Scotah loamy fine sand, 0 to 3 percent slopes, occasionally flooded	Not prime farmland	Slight	4.0%

Table 7: Subgrade Soil Properties[21]

Soil Type	Frost Susceptibility	Drainage Characteristics	Strength and Stability Characteristics
A-8 Organic Clay & Organic Silt	Very High	Very Slow	Very Low

[21] Note: A. The stability of the onsite clayey and silty soils can become rather low when these soils become wet.

Soil Type	Frost Susceptibility	Drainage Characteristics	Strength and Stability Characteristics
A-6 Clayey Sand	At Least Moderate	Slow	Low[A]
A-4 Silty Sand & Silt with Sand	Very High	Slow	Low[A]
A-2-6 Clayey Sand A-2-4 Silty Sand	Moderately High	Moderate	Moderate
A-1-b Silty Sand	Moderate	Moderately Fast	Moderately High
A-3 and A-1-b Sands	Low	Fast	High

12. Water Resources

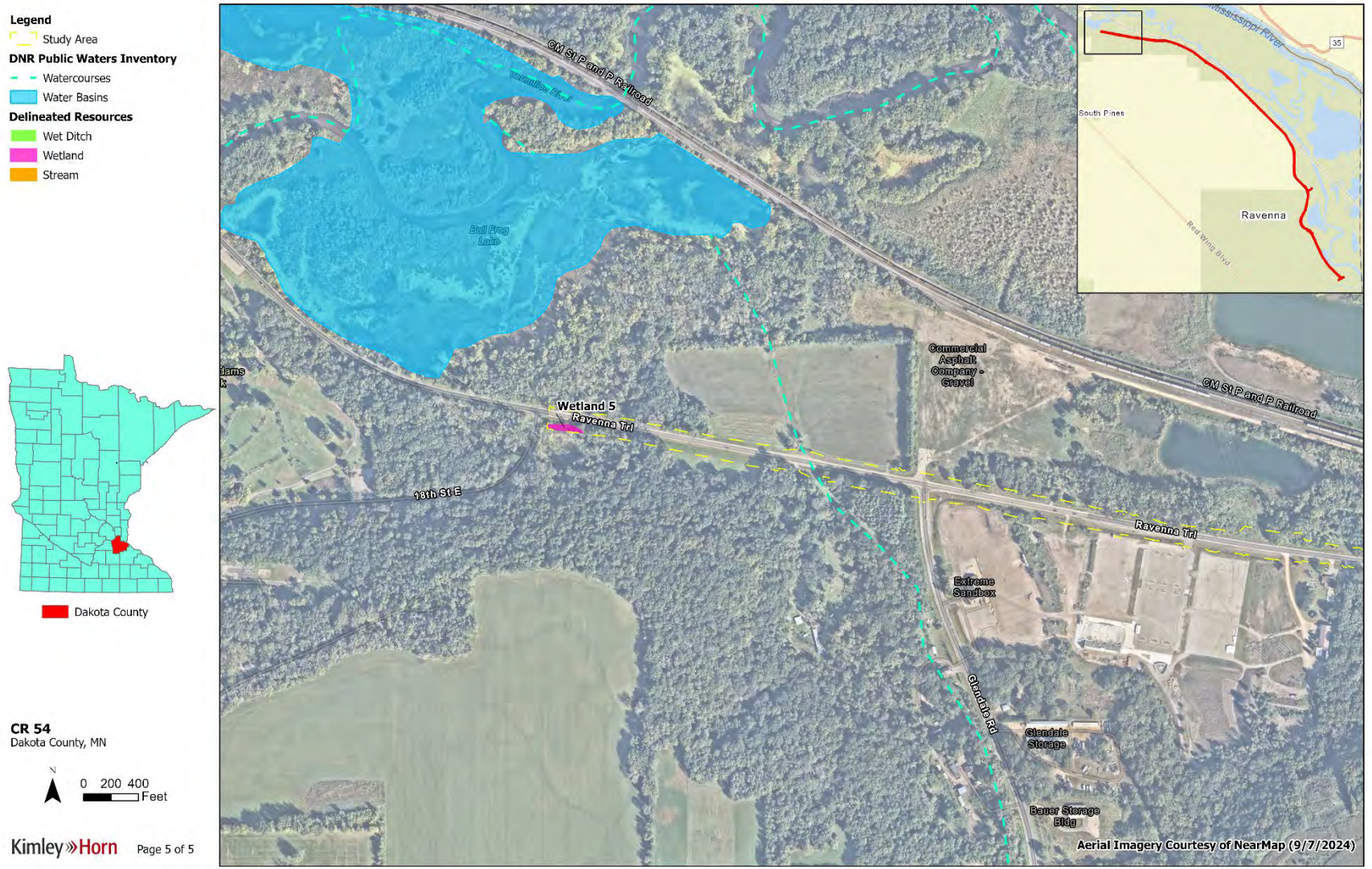
a. Describe surface water and groundwater features on or near the site below.

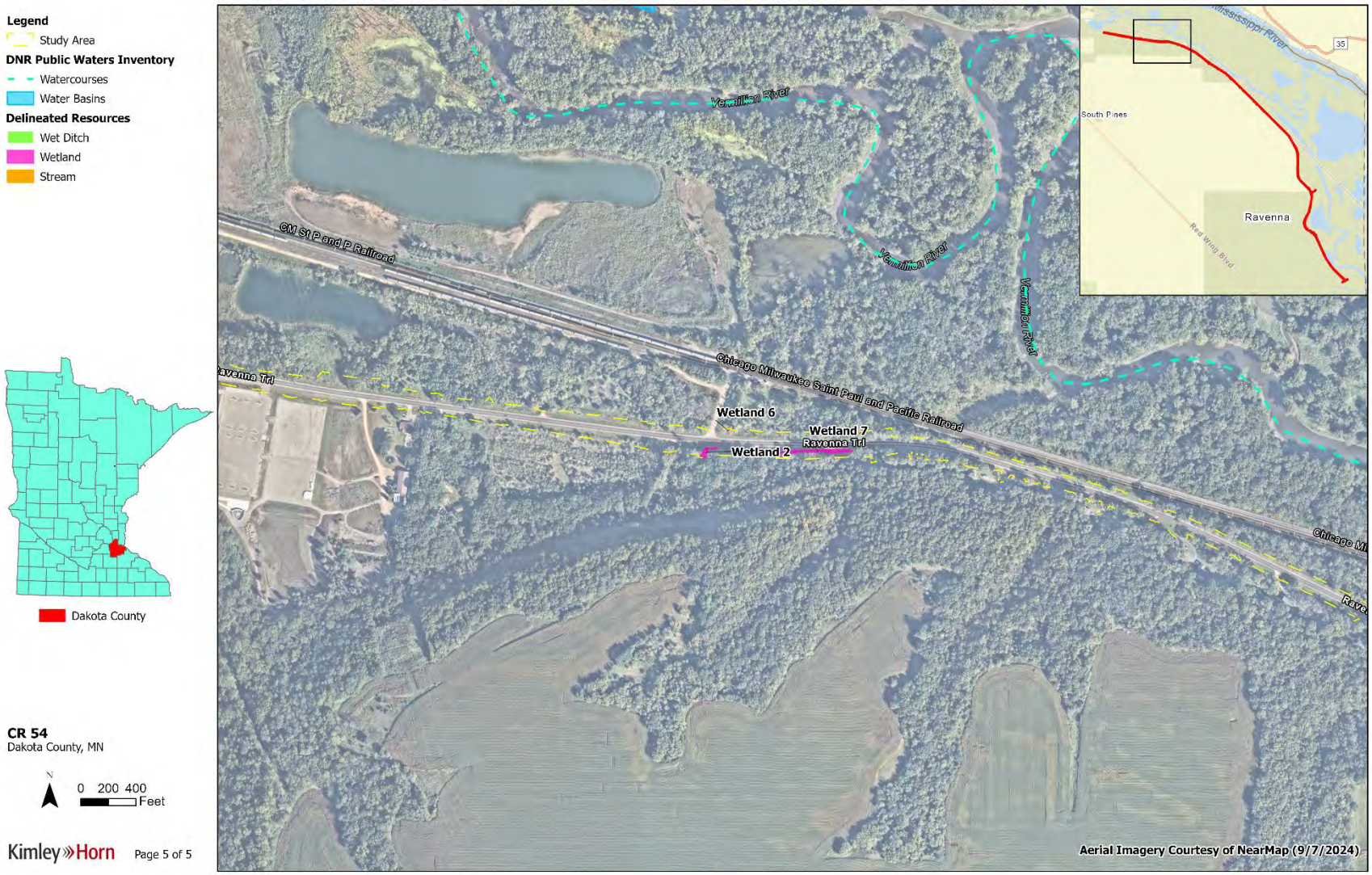
i. Surface Water – lakes, streams, wetlands, intermittent channels, and county/judicial ditches. Include any special designations such as public waters, shoreland classification and floodplain/floodway, trout stream/lake, wildlife lakes, migratory waterfowl feeding/resting lake, and outstanding resource value water. Include the presence of aquatic invasive species and the water quality impairments or special designations listed on the current MPCA 303d Impaired Waters List that are within 1 mile of the project. Include DNR Public Waters Inventory number(s), if any.

Aquatic resources within the study area were delineated by Kimley-Horn in August 2024 and October 2025 using a routine Level 2 delineation method as outlined in the 1987 Corps of Engineers Wetland Delineation Manual[22] and Midwest Regional Supplement.[23] In total, six wetlands, five wet ditches, and two ephemeral streams were delineated within the study area, as shown on **Figure 5**. Wetland delineation concurrence will be sought from the regulatory agencies as project design progresses.

[22] U.S. Army Corps of Engineers. *Wetlands Delineation Manual*. January 1987. Available at http://www.mvp.usace.army.mil/Portals/57/docs/regulatory/RegulatoryDocs/1987%20Manual.pdf.
[23] U.S. Army Corps of Engineers. *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region (Version 2.0).* August 2010. Available at https://usace.contentdm.oclc.org/utils/getfile/collection/p266001coll1/id/7630.

Figure 5: Aquatic Resources




Legend
Study Area
DNR Public Waters Inventory
Watercourses
Water Basins
Delineated Resources
Wet Ditch
Wetland
Stream
Dakota County
CR 54
Dakota County, MN
N
0 200 400
Feet
Kimley»Horn
Page 5 of 5
Vermillion River
CM St P and P Railroad
Chicago Milwaukee Saint Paul and Pacific Railroad
Ravenna Trl
Wetland 6
Wetland 7
Wetland 2
Mississippi River
35
South Pines
Ravenna
Red Wing Blvd
Aerial Imagery Courtesy of NearMap (9/7/2024)


Legend
Study Area
DNR Public Waters Inventory
Watercourses
Water Basins
Delineated Resources
Wet Ditch
Wetland
Stream
Dakota County
CR 54
Dakota County, MN
N
0 200 400
Feet
Kimley»Horn
Page 5 of 5
Vermillion River
Ravenna Trl
Ephemeral Stream 1
Vermillion River
Vermillion River
Reverse Trl
Aerial Imagery Courtesy of NearMap (9/7/2024)
Mississippi River
35
South Pines
Ravenna
Red Wing Blvd


Legend
Study Area
DNR Public Waters Inventory
Watercourses
Water Basins
Delineated Resources
Wet Ditch
Wetland
Stream
Dakota County
CR 54
Dakota County, MN
N
0 200 400
Feet
Kimley»Horn
Page 5 of 5
Ravenna Trl
Wet Ditch C
Wet Ditch A
Polk Ave
Wet Ditch B
Vermillion River
Mississippi River
35
South Pines
Ravenna
Red Wing Blvd
Aerial Imagery Courtesy of NearMap (9/7/2024)


Legend
Study Area
DNR Public Waters Inventory
Watercourses
Water Basins
Delineated Resources
Wet Ditch
Wetland
Stream
Dakota County
CR 54
Dakota County, MN
N
0 200 400
Feet
Kimley»Horn
Page 5 of 5
Revanna Trl
Vermillion
Wetland 4
19032800
Wetland 3
Vermillion River
Ephemeral
Stream 2
Revanna Trl
200th St E
Vermillion River
Wet
Ditch D
Wet Ditch E
200th St E
Mississippi River
35
South Pines
Ravenna
Red Wing Blvd
Aerial Imagery Courtesy of NearMap (9/7/2024)

Four unnamed DNR public watercourses intersect the project corridor (PWI IDs 19012a, 19013a, 19014a, and 19015a), see **Figure 5**. These tributaries generally drain north and east to the Vermillion River. Additional PWI waterbodies and watercourses are mapped in the vicinity of the site.

Based on a review of the MPCA's 303d 2024 Final Impaired Waters list, there are two impaired streams located within one mile of the site: the Vermillion River and the Mississippi River. These segments of the Vermillion River and Mississippi River are listed as impaired for aquatic life, which means they do not meet state-defined water quality standards to support aquatic organisms. These segments are also listed as impaired for aquatic consumption, which means that certain pollutants are present in concentrations that may be unsafe for people to eat fish from those waters. There are no trout streams within one mile of the study area. The Vermillion River and its tributaries are designated trout streams upstream of Vermillion Falls in Hastings, approximately 1.1 mile west of the study area.

Segments of the study area are located within the 100-year and 500-year FEMA flood zones.[24] Flood zones are mapped along the Vermillion River. In addition to the 100-year and 500-year FEMA flood zones which intersect the study area in several locations, there is FEMA mapped floodway for the Vermillion River adjacent to the study area.

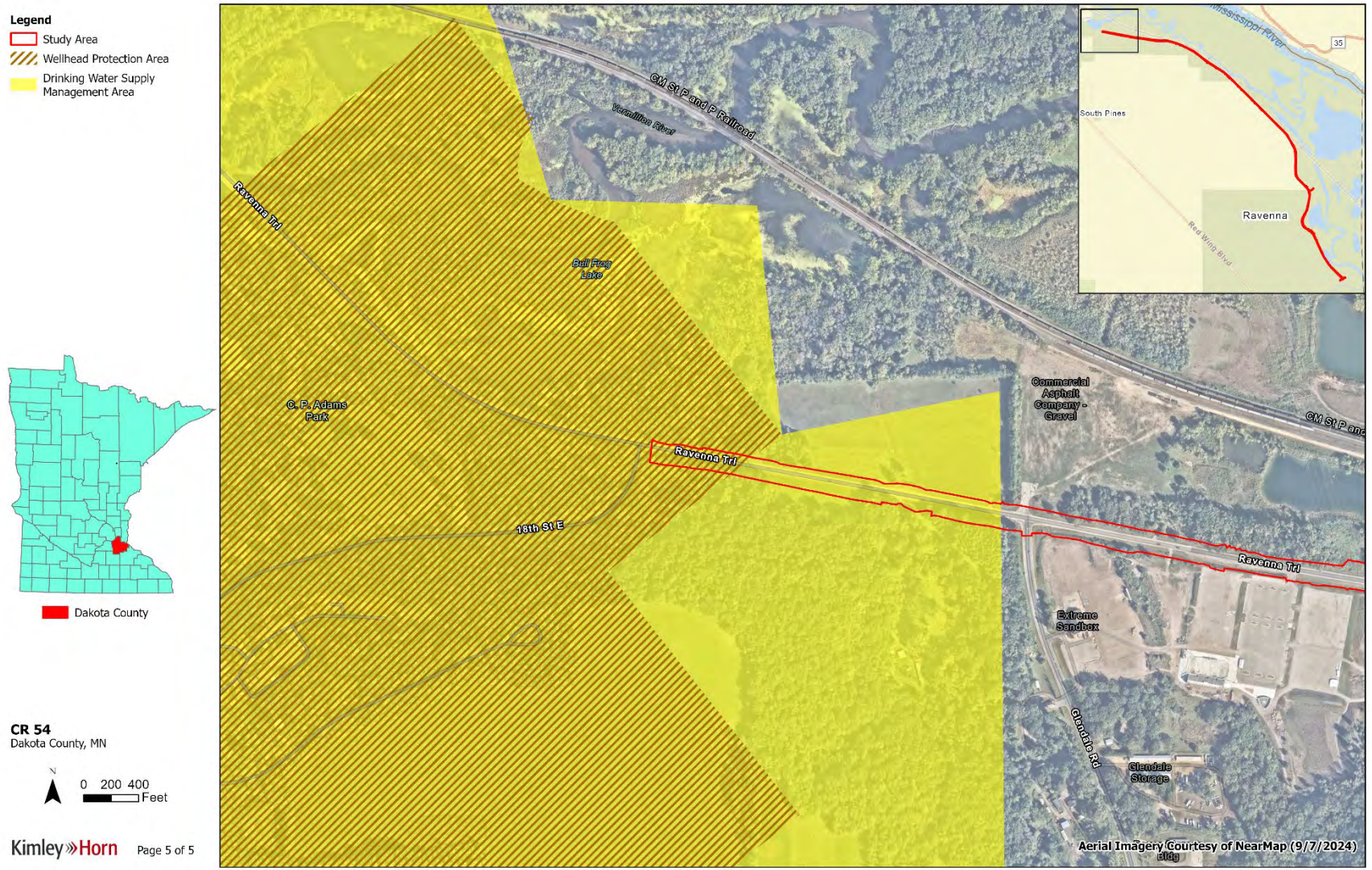
ii. Groundwater – aquifers, springs, and seeps. Include 1) depth to groundwater; 2) if project is within a MDH wellhead protection area; and 3) identification of any onsite and/or nearby wells, including unique numbers and well logs, if available. If there are no wells known on site or nearby, explain the methodology used to determine this.

According to the Minnesota Department of Health's (MDH) Minnesota Well Index, groundwater levels for domestic wells within the vicinity of the study area range from 78 to 340 feet below ground surface.[25] AET conducted a geotechnical investigation that included groundwater borings and recorded depths to groundwater ranging from 5 to 20.5 feet below ground surface. The geotechnical report indicated that the shallow groundwater and coarse soils recorded could be due to perched groundwater conditions; boring depths did not exceed approximately 40 feet below ground surface.

The northwest portion of the project is located within the Hastings Wellhead Protection Area (WHPA) and within the Hastings Drinking Water Supply Management Area (DWSMA), see **Figure 6**. WHPAs are the areas surrounding public water supply wells that contribute groundwater to the wells. The DWSMA is listed at a Mitigation Level 2 due to elevated levels of nitrate-nitrogen. The Minnesota Groundwater Protection Rule generally restricts the application of nitrogen fertilizer in the fall and on frozen soils within the DWSMA.

[24] FEMA. *National Flood Hazard Layer (NFHL) Viewer*. Available at https://www.arcgis.com/apps/webappviewer/index.html?id=8b0adb51996444d4879338b5529aa9cd.
[25] Minnesota Department of Health. *Minnesota Well Index*. Accessed November 2025. Available at https://mnwellindex.web.health.state.mn.us/.

Figure 6: Hastings WHPA and DWSMA



Review of the MDH Minnesota Well Index shows 19 wells (See **Table 8**) along the study area. If unidentified wells are found, the MPCA and MDH must be contacted to determine course of action which may include sealing, relocating, or preserving by a licensed well contractor according to Minnesota Rules Chapter 4725.

Table 8: Wells Within 500 Feet of the Construction Limits

Unique Well ID	Type of Well	Status
768815	Domestic Use	Active
171721	Domestic Use	Active
725148	Domestic Use	Active
185292	Domestic Use	Active
480301	Domestic Use	Active
548908	Domestic Use	Active
558799	Domestic Use	Active
463349	Domestic Use	Active
563222	Domestic Use	Active
426909	Domestic Use	Active
761612	Domestic Use	Active
768384	Domestic Use	Active
194248	Domestic Use	Active
698188	Domestic Use	Active
481445	Domestic Use	Active
595082	Domestic Use	Active
429866	Domestic Use	Active
594067	Domestic Use	Active
145890	Domestic Use	Active

b. Describe effects from project activities on water resources and measures to minimize or mitigate the effects below.

i. Wastewater – For each of the following, describe the sources, quantities, and composition of all sanitary, municipal/domestic, and industrial wastewaters projected or treated at the site.

1) If the wastewater discharge is to a publicly owned treatment facility, identify any pretreatment measures and the ability of the facility to handle

the added water and waste loadings, including any effects on, or required expansion of, municipal wastewater infrastructure.

Not applicable.

2) **If the wastewater discharge is to a subsurface sewage treatment system (SSTS), describe the system used, the design flow, and suitability of site conditions for such a system. If septic systems are part of the project, describe the availability of septage disposal options within the region to handle the ongoing amounts generated as a result of the project. Consider the effects of current Minnesota climate trends and anticipated changes in rainfall frequency, intensity, and amount with this discussion.**

   Not applicable.

3) **If the wastewater discharge is to surface water, identify the wastewater treatment methods and identify discharge points and proposed effluent limitations to mitigate impacts. Discuss any effects to surface or groundwater from wastewater discharges, taking into consideration how current Minnesota climate trends and anticipated climate change in the general location of the project may influence the effects.**

   Not applicable.

ii. **Stormwater – Describe changes in surface hydrology resulting from change of land cover. Describe the routes and receiving water bodies for runoff from the project site (major downstream water bodies as well as the immediate receiving waters). Discuss environmental effects from stormwater discharges on receiving waters post-construction, including how the project will affect runoff volume, discharge rate, and change in pollutants. Consider the effects of current Minnesota climate trends and anticipated changes in rainfall frequency, intensity, and amount with this discussion. For projects requiring NPDES/SDS Construction Stormwater permit coverage, state the total number of acres that will be disturbed by the project and describe the stormwater pollution prevention plan (SWPPP), including specific best management practices to address soil erosion and sedimentation during and after project construction. Discuss permanent stormwater management plans, including methods of achieving volume reduction to restore or maintain the natural hydrology of the site using green infrastructure practices or other stormwater management practices. Identify any receiving waters that have construction-related water impairments or are classified as special as defined in the Construction Stormwater permit. Describe additional requirements for special and/or impaired waters.**

The project is located within the Vermillion River Watershed Joint Powers Organization (VRWJPO). According to a drainage report prepared for the project, standards from the Vermillion River Watershed and Dakota County were compiled to determine the most restrictive volume requirement for stormwater treatment facility sizing. In addition, stormwater standards for the National Pollutant Discharge Elimination System (NPDES) permit program administered by the MPCA are

applicable to this project. The NPDES permit program regulates stormwater discharges associated with construction activity throughout Minnesota. The NPDES permit is required for all construction activity that disturbs one or more acres of land. Projects that create one acre or more of net new impervious surface area are required to include permanent stormwater treatment practices.

For the watershed as a whole, the VRWJPO adopts standards through a public process. Standards are based on state law, watershed-specific conditions, and best practices for water management. The Standards establish what local governments must do to provide an acceptable level of water management and protection. Each jurisdiction must develop a local water management plan consistent with the Watershed Plan and adopt local controls (e.g. ordinances) consistent with the Standards to ensure that water resource protection and management strategies are implemented.

Existing stormwater runoff in the study area generally sheet flows off the roadway into ditches on either side of the roadway and conveyed to crossing culverts. Additionally, runoff from the neighboring bluff areas collects in the roadside ditches and must be conveyed downstream through the crossing culverts. The proposed project would add approximately 10.8 acres of net new impervious surface through the reconstruction of CSAH 54, along with intersection improvements, shoulder widening, vertical and horizontal curve corrections, and an off-road multi-use trail to extend the Mississippi River Greenway. Since the amount of net new impervious surface is greater than one acre, the VRWJPO requires that there is no increase for the 2-year 24-hour event above 2005 conditions for volume control.

Given a projected 2.8% to 13.4% increase in 100-year storm intensity by 2035 and a projected 5.4% to 26.1% increase in 100-year storm intensity by 2060 for the study area, greater precipitation frequency, intensity, and amount are anticipated. The increased storm and flood events that are projected would put more pressure on existing stormwater infrastructure. Existing infrastructure is undersized and proposed conditions are being designed to pass a 50-year storm event for bridges and culverts and a 10-year storm event for storm sewer trunkline and structures within the roadway.

The proposed system will include additional stormwater infrastructure and increased pipe sizes to mitigate ponding along the corridor to meet the design standards of the County and State Aid and stormwater requirements of the VRWPJO. The existing drainage patterns will be largely maintained. Stormwater will be collected in an updated storm sewer system and conveyed to the existing stormwater management facilities for detention and rate control in areas of urban section (curb and gutter). The existing ditches will be expanded to effectively manage the stormwater runoff and meet water quality requirements. No additional offsite areas are being routed to the roadway corridor as part of the proposed conditions. There are additional low points that are being created as part of the road reconstruction to meet minimum longitudinal road slope requirements and for improved access to residential frontage roads.

A stormwater pollution prevention plan (SWPPP) will be developed for the construction phase of this project. The SWPPP will require erosion control BMPs to be implemented by the contractor during all phases of construction.

Six BMPs will be implemented throughout the study area: five linear infiltration BMPs and one stepped linear infiltration BMP. These will be implemented along existing drainage areas to filter pollutant runoff.

iii. Water Appropriation – Describe if the project proposes to appropriate surface or groundwater (including dewatering). Describe the source, quantity, duration, use, and purpose of the water use and if a DNR water appropriation permit is required. Describe any well abandonment. If connecting to an existing municipal water supply, identify the wells to be used as a water source and any effects on, or required expansion of, municipal water infrastructure. Discuss environmental effects from water appropriation, including an assessment of the water resources available for appropriation. Discuss how the proposed water use is resilient in the event of changes in total precipitation, large precipitation events, drought, increased temperatures, variable surface water flows and elevations, and longer growing seasons. Identify any measures to avoid, minimize, or mitigate environmental effects from the water appropriation. Describe contingency plans should the appropriation volume increase beyond infrastructure capacity or water supply for the project diminish in quantity or quality, such as reuse of water, connections with another water source, or emergency connections.

Dewatering BMPs will be identified in the SWPPP, and a project dewatering plan will be attached to the construction documents. Any locations that are determined to require dewatering by the contractor would follow the dewatering plan. If dewatering rates during construction exceed 10,000 gallons per day or a million gallons per year, a DNR water appropriation permit would be obtained by the contractor for these temporary activities. Dewatering is expected to be temporary in nature to address the construction of the project, as no continued water use is anticipated after construction is complete.

iv. Surface Waters

1) Wetlands – Describe any anticipated physical effects or alterations to wetland features, such as draining, filling, permanent inundation, dredging, and vegetative removal. Discuss direct and indirect environmental effects from physical modification of wetlands, including the anticipated effects that any proposed wetland alterations may have to the host watershed, taking into consideration how current Minnesota climate trends and anticipated climate change in the general location of the project may influence the effects. Identify measures to avoid (e.g., available alternatives that were considered), minimize, or mitigate environmental effects to wetlands. Discuss whether any required compensatory wetland mitigation for unavoidable wetland impacts will occur in the same minor or major watershed and identify those probable locations.

Based on preliminary engineering details for a multi-use trail along CSAH 54, approximately 2.3 acres of impact to delineated resources would result from placement of roadway fill, trail installation, culvert installations, and stormwater BMPs, see **Table 9**.

Table 9: Delineation Summary

Delineated Resource Type	Total Acreage	WCA Regulated (Anticipated)
Wetland	2.1	Yes
Wet Ditch	0.2	No
Total	**2.3**	

The project corridor includes multiple wetland regulatory agencies, including the US Army Corps of Engineers (USACE), the Minnesota DNR, and two Local Government Units (LGUs). The two LGUs for this project, the City of Hastings and Dakota Soil and Water Conservation District, enforce the Wetland Conservation Act (WCA), which apply to nearly all wetlands not regulated by the DNR.

As design progresses and is finalized, the wetland impact calculations will be refined and subject to change. Dakota County will identify measures to avoid or minimize impacts to wetlands and coordinate with the LGUs and USACE to ensure the project is designed to avoid and minimize potential impacts to the extent practicable and all construction activities would be authorized by the appropriate permits and approvals. For impacts that require mitigation, it is anticipated that approved wetland banking credits within the same Bank Service Area (BSA) will be used at a replacement ratio for impacts of 2:1.

2) **Other surface waters – Describe any anticipated physical effects or alterations to surface water features (lakes, streams, ponds, intermittent channels, county/judicial ditches) such as draining, filling, permanent inundation, dredging, diking, stream diversion, impoundment, aquatic plant removal, and riparian alteration. Discuss direct and indirect environmental effects from physical modification of water features, taking into consideration how current Minnesota climate trends and anticipated climate change in the general location of the project may influence the effects. Identify measures to avoid, minimize, or mitigate environmental effects to surface water features, including in-water Best Management Practices that are proposed to avoid or minimize turbidity/sedimentation while physically altering the water features. Discuss how the project will change the number or type of watercraft on any water body, including current and projected watercraft usage.**

Four unnamed DNR Public Watercourses are mapped within the study area, see **Table 10** and **Figure 7**.

Table 10: DNR Public Watercourses

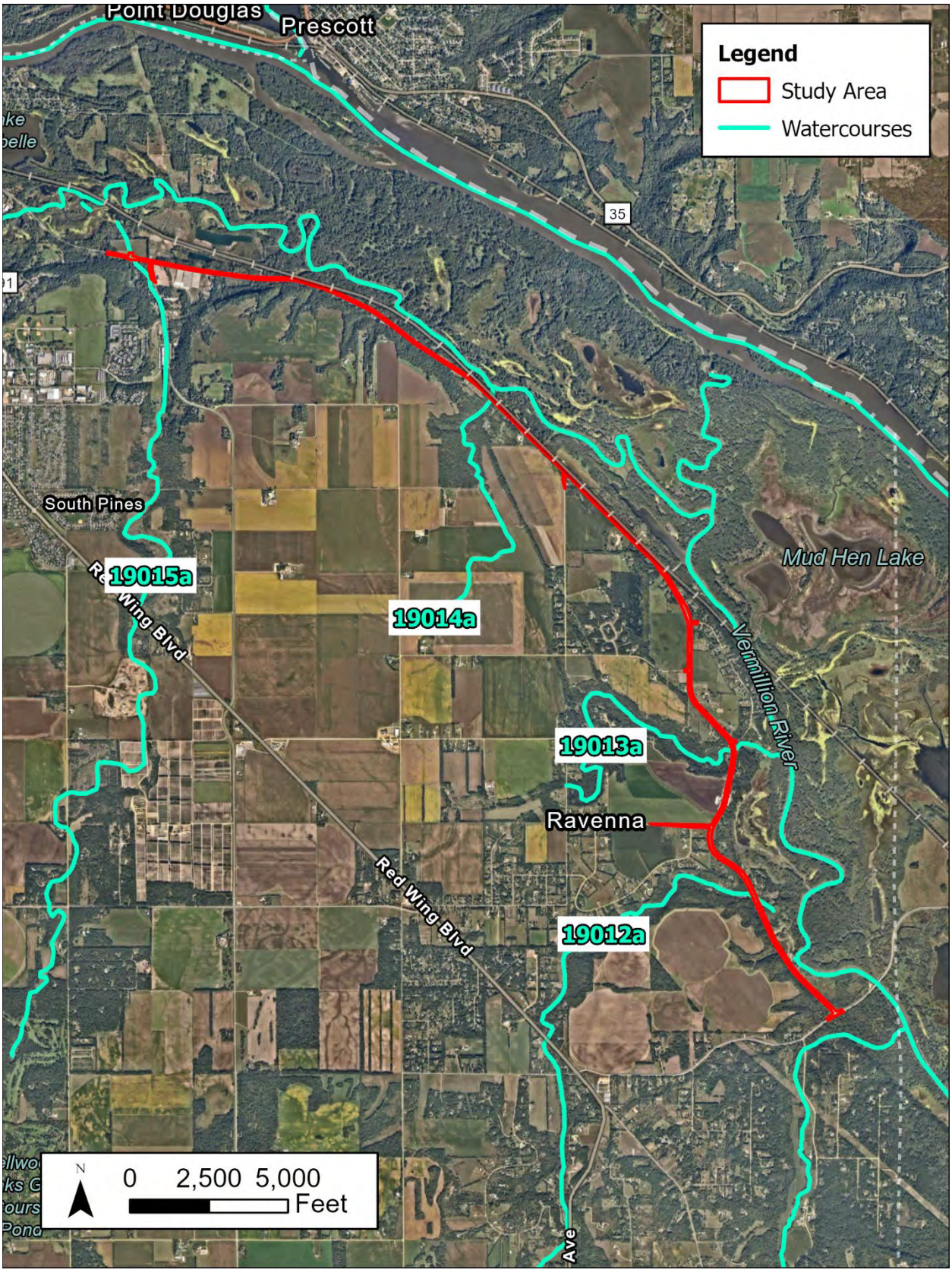
Name	PWI ID
Unnamed Creek	19012a
Unnamed Creek	19013a
Unnamed Creek	19014a
Unnamed Creek	19015a

Work in these locations would need to be coordinated with and permitted through the DNR Public Waters Work permit program. Work is proposed at the existing pipe arch crossing of PWI 19031a which would increase the existing pipe size and span. There is also work proposed at the existing box culvert crossing of PWI 19015 and would increase the span and number of barrels.

There are no other surface water features such as lakes, streams, ponds, or intermittent channels that are anticipated to be impacted by this project.

Four segments of CSAH 54 are currently located below 100-year floodplain. Between CSAH 91 and CSAH 68, the project would raise the profile of the roadway to alleviate flooding concerns, which would impact the 100-year floodplain. Additionally, proposed grading for shoulder widening and trail construction would impact the 100-year floodplain. The project will be designed to meet necessary floodplain requirements for the City of Hastings, Dakota County, and VRWJPO requirements.

Figure 7: DNR Public Watercourses



13. Contamination/Hazardous Materials/Wastes

a. Pre-project Site Conditions – Describe existing contamination or potential environmental hazards on or in close proximity to the project site, such as soil or groundwater contamination, abandoned dumps, closed landfills, existing or abandoned storage tanks, and hazardous liquid or gas pipelines. Discuss any potential environmental effects from pre-project site conditions that would be caused or exacerbated by project construction and operation. Identify measures to avoid, minimize, or mitigate adverse effects from existing contamination or potential environmental hazards. Include development of a Contingency Plan or Response Action Plan.

The presence of potentially contaminated properties (defined as properties where soil and/or groundwater is impacted with pollutants, contaminants, or hazardous wastes) is a concern due to the potential liabilities associated with ownership of such properties, potential cleanup costs, and safety concerns associated with construction personnel encountering unsuspected wastes or contaminated soil or groundwater. Contaminated materials encountered must be properly handled and treated in accordance with state and federal regulations. Improper handling of contaminated materials can worsen their impact on the environment. Contaminated materials also cause adverse impacts to highway projects by increasing construction costs and causing construction delays, which also can increase project costs.

AET completed a Limited Phase I Environmental Site Assessment (ESA) (August 2024) to determine if any known contaminated properties or environmental hazards are located within 500 feet of the project corridor, the study area.

During the Phase I ESA, potentially contaminated properties were identified in conformance with the United States Environmental Protection Agency (EPA) Standards and Practices for All Appropriate Inquiries, ASTM 1527-21, ASTM 2247-16, and ASTM 1528-22. Sites identified by the Phase I ESA have been classified into high, medium, and low environmental risk levels:

- High Risk – All active and inactive VIC and MERLA/Superfund sites, all active and inactive dump sites, LUST sites with known free-product, all dry cleaners (with on-site or unknown chemical processing), all bulk chemical/petroleum facilities, all active agricultural release sites, railroad facilities (Fueling, yards, or maintenance), clandestine chemical/drug laboratories, all historical/pre-CERCLA rulemaking industrial sites with likely chemical use (printing, photography, blacksmithing, plating, dentistry) on the premises, and polyfluoroalkyl substance (PFAS) potential source areas.
- Medium Risk – All LUST sites, all sites with USTs or ASTs, machine shops, all sites with historical vehicle repair activities, all bulk grain/feed storage sites, all historical lumber yards, all closed agricultural release sites, historical USTs in roadway, graveyards, and all sites with detections of non-petroleum chemicals.
- Low Risk – Hazardous waste generators, railroad lines, current lumber yards, golf courses, and possibly some farmsteads, residences, or commercial properties with poor housekeeping practices.

All parcels within the Phase I ESA study area were reviewed and a total of 14 sites were identified as having potential risk for contamination. All of the sites were ranked (high, medium, or low) solely on their potential for contamination that may affect the proposed project based on current and past use and storage and/or release or hazardous substances or petroleum products. The rankings for the parcels within the project vicinity are listed in **Table 11** and shown on **Appendix C**.

Table 11: Sites Identified in the Phase I ESA

Site ID	Site Name	Ranking	Rationale
1	Legler Property	High	The site was historically occupied by a vehicle salvage and disposal facility.
2	Extreme Sandbox	High	The site is associated with onsite vehicle maintenance, fueling, and demolition/crushing operations.
3	Proposed Hastings Wastewater Treatment Plant	High	The site was historically occupied by a sand and gravel mine, an asphalt plant, and a dump, and is associated with a closed LUST listing (LS0017556).
5	Former Soo Line Derailment Fuel Spill	High	The site was the location of a trail derailment in 1989 which resulted in a 1,200-gallon diesel release and a sill of approximately 2,000 tons of coal. The site has also historically been used for incidental dumping.
6	Metropolitan Council Property	High	The site was historically occupied by a gravel pit with onsite dumping activities.
4	Tradition Veterans Complex / Scheels Rink	Medium	The site was historically occupied by an aggregate mine.
9	Agricultural Land and Minnesota DNR Land	Medium	A hazardous material pipeline runs beneath the site.
10	16780 Ravenna Trail	Medium	The site was historically occupied by a gravel pit.
11	16750 Ravenna Trail	Medium	The site was historically occupied by a gravel pit.
13	Ravenna Cemetery / 18140 Ravenna Trail Residence	Medium	The site is occupied by a cemetery.
7	Chicago, Milwaukee, Saint Paul and Pacific Railroad	Low	The site is occupied by a railroad.
8	McDowell Property	Low	The site is associated with a FINDS listing, with no violations documented.

Site ID	Site Name	Ranking	Rationale
12	Triple K Ranch	Low	The site is registered as an active feedlot.
14	Carl & Dennis Reuter Farm	Low	The site is registered as an active feedlot.

The Phase I ESA identified 14 sites of environmental concern with the potential to impact the project corridor. Of these 14 identified sites, 4 sites have a low potential, 5 sites have a medium potential, and 5 sites have a high potential risk to impact the project corridor. The high-risk sites include vehicle salvage facilities and sites with historical dumping activities documented. Of the identified sites, AET has identified 6 high or medium risk sites (Site 1, 2, 3, 4, 5, and 6) that may benefit from further investigation as it pertains to anticipated property acquisition and/or proposed construction.

AET also conducted a geotechnical investigation which included soil and groundwater borings and environmental sampling. According to the results of the study, only one of the soil samples analyzed exceeded the regulatory criteria for the parameters that were tested. Perfluorooctanoic acid (PFOA) was detected at a concentration that exceeded the MPCA Residential Soil Reference Value; however, the MPCA regulates PFOA to a background value above the detected concentration. Therefore, AET determined that the detected PFOA concentration was within acceptable background levels.

Within the groundwater sample, laboratory analytical results did not identify concentrations of DRO, GRO, or VOCs above laboratory reporting limits. The RCRA Metals were not detected above laboratory reporting limits, except for barium which was detected at a concentration above laboratory reporting limits but below the MDH Health Risk Limit (HRL). Various PFAS compounds including perflourobutanoic acid, perfluorohexanoic acid, perfluoropentanoic acid, and Bis(trifluoromethylsulfonyl)amine were detected at concentrations above laboratory limits; however regulatory thresholds have not been established for these compounds. Perfluorooctanesulfonic acid (PFOS) and PFOA were detected at concentrations above the EPA Maximum Contaminant Level (MCL).

Based on the results of the geotechnical investigation, soils along the project corridor qualify as unregulated fill. If debris, unusual staining, odors, and/or organic vapor concentrations greater than 10 ppm are encountered during construction, the affected soil should be treated as regulated fill and managed in accordance with MCPA requirements. If groundwater is encountered during construction activities and dewatering is necessary, the discharge and/or treatment of groundwater would need to be managed in accordance with state, federal, and local agencies.

b. Project Related Generation/Storage of Solid Wastes – Describe solid wastes generated/stored during construction and/or operation of the project. Indicate method of disposal. Discuss potential environmental effects from solid waste handling, storage, and disposal. Identify measures to avoid, minimize, or mitigate adverse effects from the generation/storage of solid waste including source reduction and recycling.

All solid wastes generated by construction of the proposed project would be disposed of properly in a permitted, licensed solid waste facility. Project demolition of concrete, asphalt,

and other potentially recyclable construction materials would be directed to the appropriate storage, crushing, or renovation facility for recycling.

The disposal of solid waste generated by clearing the construction area is a common occurrence associated with road construction projects. During project construction, excavation of soil will need to occur within the construction limits. Preliminary design will consider selection of grade-lines and locations to minimize excess materials, and consideration will be given to using excess materials on the proposed project or other nearby projects. Any excess soil material that is not suitable for use on the project site or other nearby projects will be disposed of in accordance with state and federal requirements.

Excess materials and debris from this project such as concrete and asphalt will be disposed of in accordance with MnDOT Standard Specifications for Construction, 2104.3C and Minnesota Rule 7035.2825 and the Dakota County Solid Waste Ordinance.

c. Project Related Use/Storage of Hazardous Materials – Describe chemicals/hazardous materials used/stored during construction and/or operation of the project including method of storage. Indicate the number, location, and size of any new above or below ground tanks to store petroleum or other materials. Indicate the number, location, size, and age of existing tanks on the property that the project will use. Discuss potential environmental effects from accidental spills or releases of hazardous materials. Identify measures to avoid, minimize, or mitigate adverse effects from the use/storage of chemicals/hazardous materials including source reduction and recycling. Include development of a spill prevention plan.

No aboveground or underground storage tanks are planned for permanent use in conjunction with this project. Temporary storage tanks for petroleum products may be located in the construction limits for refueling construction equipment during roadway construction. Appropriate measures would be taken during construction to avoid spills that could contaminate groundwater or surface water in the study area. In the event that a leak or spill occurs during construction, appropriate action to remedy the situation would be taken immediately in accordance with MPCA guidelines and regulations.

d. Project Related Generation/Storage of Hazardous Wastes – Describe hazardous wastes generated/stored during construction and/or operation of the project. Indicate method of disposal. Discuss potential environmental effects from hazardous waste handling, storage, and disposal. Identify measures to avoid, minimize, or mitigate adverse effects from the generation/storage of hazardous wastes including source reduction and recycling.

Normal construction wastes are anticipated. Toxic or hazardous materials such as fuel for construction equipment and materials used in the construction of roads (paint, contaminated rags, acids, bases, herbicides, and pesticides) may be used during site preparation and road construction. Although spills of these materials are not common, any spills of reportable quantities that occur will be reported to the MPCA and the contractor will clean up spilled material according to state requirements.

Measures to avoid adverse effects from storage of hazardous waste include the following:

- Products will be kept in their original containers unless they cannot be resealed. Original labels and Material Safety Data Sheets will be retained on site and accessible at all times; they contain important product and safety information. If surplus product must be disposed of, manufacturers' or local and State recommended methods for proper disposal will be followed. An effort will be made to store only enough products required to do the job.
- All materials stored onsite will be stored in a neat, orderly manner in their appropriate containers and, if possible, under a roof or other enclosure with secondary containment
- Substances will not be mixed with one another unless recommended by the manufacturer
- Whenever possible, all of a product will be used up before disposing of the container
- Manufacturers' recommendations for proper use and disposal will be followed

The contractor's site superintendent will inspect daily to ensure proper use and disposal of materials onsite.

14. Fish, Wildlife, Plant Communities, and Sensitive Ecological Resources (Rare Features)

a. Describe fish and wildlife resources as well as habitats and vegetation on or near the site.

Habitats within and in the vicinity of the site include manicured and un-manicured grasslands, cropland, deciduous forest, and wetlands. The land in the vicinity of the study area contains sensitive ecological resources. There are eight Minnesota Biological Survey (MBS) Sites of Biodiversity Significance adjacent to the study area. Two of the eight sites intersect the study area.

The Hastings SNA is in the northwestern portion of the study area and consists of two parcels. The northwest parcel, approximately 26 acres, is located entirely within the floodplain of the Mississippi and Vermillion Rivers. Land cover consists primarily of floodplain forest and emergent marsh, in addition to the Vermillion River which meanders through this parcel. Silver maple, green ash, and American elm dominate the forest canopy. The southeast unit, approximately 43 acres, is dominated by mesic oak forest, with old-growth red oak, sugar maple, and basswood on steep north-facing bluffs and bluff tops. Sugar maple-basswood forest covers a small section of the mid-slope, and emergent marsh, pond and floodplain forest cover low-lying areas.

There are several Minnesota DNR Public Watercourses within the study area. There are four unnamed creeks (19012a, 19013a, 19014a, and 19015a) intersecting the site. These water features may allow fish species or fish habitat to be present.

b. Describe rare features such as state-listed (endangered, threatened, or special concern) species, native plant communities, Minnesota Biological Survey Sites of Biodiversity Significance, and other sensitive ecological resources on or within close proximity to the site. Provide the license agreement number (LA-2024-006) and/or correspondence

number (MCE____) from which the data were obtained and attach the Natural Heritage Review letter from the DNR. Indicate if any additional habitat or species survey work has been conducted within the site and describe results.

State-Listed Species

A review of the DNR Natural Heritage Inventory System database was conducted (LA-2024-006) for the project study area and area within a one-mile buffer of the study area. Records of 16 threatened or endangered species, and 15 species of special concern were identified within the search radius (see **Table 12**).

In September 2024, Friends of the Mississippi River conducted a survey for cut-leaf water parsnip (*Berula erecta*) along a portion CSAH 54. Approximately 255,000 plants of this species were observed along CSAH 54 during the survey.

Table 12: NHIS Review State-Listed Species

Common Name	Scientific Name	Status	Habitat
Mussels			
Ebonyshell	*Reginaia ebenus*	Endangered (state)	Primarily inhabits large rivers in sand or gravel.
Higgins eye	*Lampsilis higginsii*	Endangered (state and federal)	Occurs only in the Mississippi River and the lower portion of some of its large tributaries. It occupies stable substrates that vary from sand to boulders, but not firmly packed clay, flocculent silt, organic material, bedrock, concrete or unstable sand.
Winged mapleleaf	*Quadrula fragosa*	Endangered (state and federal)	It has been found in the St. Croix River in riffles dominated by gravel, sand, and rubble substrates in water averaging about 1 m (3 ft.) deep.
Elephant-ear	*Elliptio crassidens*	Endangered (state)	Primarily inhabits large rivers in mud, sand or fine gravel.
Washboard	*Megalonaias nervosa*	Endangered (state)	Typically a large river species, inhabiting the main channel areas of a stream. Suitable habitat consists of slow current areas with substrates composed of sand, gravel, or mud.
Black sandshell	*Ligumia recta*	Species of special concern	Usually found in the riffle and run areas of medium to large rivers in areas dominated by sand or gravel.
Spike	*Eurynia dilatata*	Threatened (state)	Usually found in small to large rivers, but are also known to inhabit reservoirs and lakes. Whether in rivers or lakes, they are most often found in sand and gravel substrates in depths ranging from 0.6-7.3 m (2-24 ft.).
Wartyback	*Pustulosa nodulata*	Threatened (state)	Found in large rivers in Minnesota, and it can be found in fine or coarse substrates in areas of slow or moderate current.

Common Name	Scientific Name	Status	Habitat
Mucket	*Actinonaias ligamentina*	Threatened (state)	Known to inhabit medium to large rivers. Substrates that are most preferred include coarse sand and gravel.
Monkeyface	*Theliderma metanevra*	Threatened (state)	The densities of the monkeyface mussels in the St. Croix River peaked in habitats dominated by stable substrates in water over 2 m (6.6 ft) deep.
Fawnsfoot	*Truncilla donaciformis*	Threatened (state)	Occurs in flowing areas of large rivers in soft or coarse substrate, and they have been found at depths up to 9 m (30 ft.)
Butterfly	*Ellipsaria lineolata*	Threatened (state)	Usually inhabits areas of large rivers with swift currents in sand or gravel substrates.
Round pigtoe	*Pleurobema sintoxia*	Species of special concern	Found primarily in medium to large rivers but occasionally occurs in smaller rivers. Preferred habitats include fast current areas dominated by coarse sand and gravel substrates. Found in waters 0.9 m (3 ft.) to greater than 6.1 m (20 ft.) deep.
Plants			
James' polanisia	*Polanisia jamesii*	Endangered (state)	Sandy or sandy-gravelly soil in dry open settings with sand prairie species. This includes southern dry prairie and southern dry savanna native plant communities.
Kitten-tails	*Synthyris bullii*	Threatened (state)	Plants show a preference for partial shade to full sunlight and upper slopes. Soils are most often, well-drained sandy to gravelly soil derived from alluvium or limestone bedrock.
Cut-leaf water parsnip	*Berula erecta*	Threatened (state)	Occurs in part shade or sun in swamps, seeps, shallow water, and cool streams.
Discoid beggarticks	*Bidens discoidea*	Species of special concern	Seems to occur in a wide range of wetlands, such as marshes, wet meadow/carr, pond margins, and riverine sloughs. However, due to its scarcity, there are thought to be specific habitat requirements that are yet unknown.

Common Name	Scientific Name	Status	Habitat
Kentucky coffee tree	*Gymnocladus dioicus*	Species of special concern	Found most often in mesic hardwood forests on terraces of the Minnesota River, the Mississippi River below the Twin Cities, and a few major tributaries.
American ginseng	*Panax quinquefolius*	Species of special concern	Grows only in well-developed forest soil, typically mesic loamy soil. Does not tolerate habitats that are seasonally flooded, such as might be found along a stream or river, or the edge of a marsh.
Sessile-flowered yellow cress	*Rorippa sessiliflora*	Species of special concern	There are no first-hand accounts of sessile-flowered yellow cress in Minnesota, only old herbarium specimens with minimal label information. Drawing from this fragmentary data and information from other states, it appears that it occurs on exposed river sediments along the Mississippi River.
Snow trillium	*Trillium nivale*	Species of special concern	Prefers fine, moist, calcareous soils in previously glaciated areas.
Gray's sedge	*Carex grayi*	Species of special concern	Occurs in alluvial forests of the type dominated by cottonwood and silver maple, with lesser amounts of black willow, green ash, American elm, river birch, swamp white oak, and hackberry. Soils include a variety of water-borne sediments, predominately silt but sometimes coarser material such as sand.
Muskingum sedge	*Carex muskingumensis*	Species of special concern	Occurs primarily in floodplain forests along the Mississippi River. The forest canopy is typically composed of cottonwood and silver maple), and the soil is coarse or fine-grained sediments.
Birds			
Loggerhead shrike	*Lanius ludovicianus*	Endangered (state)	Areas of upland grasslands and sometimes in agricultural areas where short grass vegetation and perching sites such as hedgerows, shrubs, and small trees are found. They may occur in both native and non-native grasslands.

Common Name	Scientific Name	Status	Habitat
Red-shouldered hawk	*Buteo lineatus*	Species of special concern	Most commonly found in large tracts of mature deciduous forest with scattered wetland openings. Suitable habitat typically occurs in uplands with diverse topography characterized by numerous small hills, ridges, and depressional wetlands or small lakes.
Cerulean warbler	*Setophaga cerulea*	Species of special concern	Requires large tracts of deciduous forest with mature to old-growth trees and a structurally diverse canopy.
Bell's Vireo	*Vireo bellii*	Species of special concern	Prefers shrub thickets, clumps, and edges within or bordering open habitats such as grasslands or wetlands. Occasionally it may occupy more extensive shrublands, either upland or wetland.
Lark sparrow	*Chondestes grammacus*	Species of special concern	Typically occur in dry grasslands with a specific set of components and characteristics: short and/or sparse grasses (usually native) in areas of sand or gravel soils, with at least some bare ground and widely-scattered or patchy trees.
Fish			
Mississippi silvery minnow	*Hybognathus nuchalis*	Species of special concern	Most often found in lower reaches of tributary streams near confluences with large rivers. Water is usually clear up to 1.5 m (4.9 ft.) deep. Substrates are comprised primarily of sand and sparsely vegetated.
Snakes			
Timber rattlesnake	*Crotalus horridus*	Threatened (state)	Ideal habitat includes forested bluffs, south-facing rock outcrops, and bluff prairies, particularly in the Mississippi River valley. Two necessary habitat components for this species are open areas for thermoregulation and dens for over-wintering.
Amphibians			
Mudpuppy	*Necturus maculosus*	Species of special concern	Inhabits rivers, lakes, reservoirs, and sluggish streams. In southern Minnesota, this species prefers large and medium rivers; while north of the Minnesota River, this salamander inhabits large lakes.

Federally-Listed Species

The U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) tool was used to identify federally-listed species within or near the study area (**Appendix C**). This review identified seven federally-listed species to be considered in association with the study area (see **Table 13**).

Table 13: IPaC Review Federally-Listed Species

Common Name	Scientific Name	Status	Habitat
Northern Long-eared Bat	*Myotis septentrionali*	Endangered	During the summer, northern long-eared bats roost singly or in colonies underneath bark, in cavities, or crevices of both live and dead trees. The bat uses tree species based on suitability to retain bark or provide cavities or crevices. It has also been found, rarely, roosting in structures like barns or sheds.
Tricolored Bat	*Perimyotis subflavus*	Proposed endangered	During the winter, tricolored bats are often found in caves and abandoned mines. During the spring, summer, and fall, tricolored bats are found in forested habitats where they roost in trees.
Whooping Crane	*Grus americana*	Experimental population, non-essential	Whooping crane is designated as a non-essential experimental population and consultation under Section 7(a)(2) of the Endangered Species Act is only required if project activities will occur within a National Wildlife Refuge or National Park.
Higgins Eye (pearlymussel)	*Lampsilis higginsii*	Endangered	Preferred habitat is stable substrates of the Mississippi River and the lower portion of some large tributaries.
Monarch Butterfly	*Danaus plexippus*	Proposed threatened	The preferred habitat for this species is prairie where milkweed and flowers are present.
Rusty Patched Bumble Bee	*Bombus affinis*	Endangered	Preferred habitat includes semi-natural upland grassland, shrubland, woodlands, and forests.
Western Regal Fritillary	*Argynnis idalia occidentalis*	Proposed Threatened	Suitable habitat consists of native grasslands containing violets, nectar sources, and tall vegetation.

Sensitive Ecological Resources

There are eight MBS Sites of Biodiversity Significance adjacent to the study area, see **Table 14**. Two of the eight sites intersect the study area.

Table 14: MBS Sites of Biodiversity Significance

Name	Biodiversity Significance Rating	Proximity to Study Area
Mud Hen Lakes Area	Outstanding[26]	Within
Ravenna 17	High[27]	Within
Vermillion River Outlet	Outstanding	Adjacent
East Part Nininger 35 West	High	Adjacent
Lake Isabelle East	Moderate[28]	Adjacent
Ravenna 6	Moderate	Adjacent
Ravenna 36 West	Moderate	Adjacent
Ravenna 36 East	Moderate	Adjacent

The Hastings SNA is present within the study area (described above in Item **14.a**).

There are 11 native plant communities adjacent to the study area, including 2 that intersect the study area, see **Table 15**.

Sensitive ecological resources are mapped on **Figure 8**.

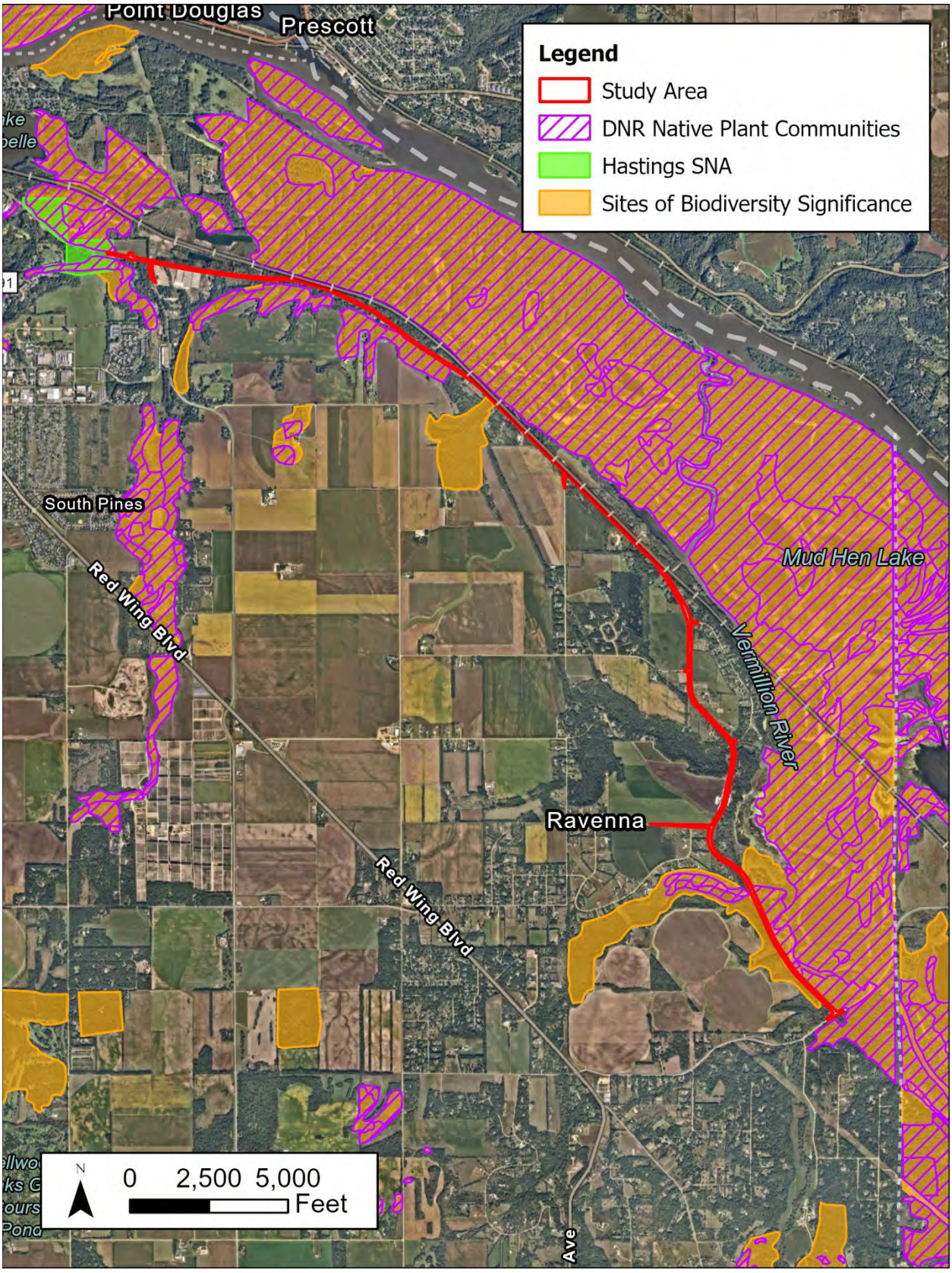
Table 15: Native Plant Communities

Name	Biodiversity Significance Rating	Proximity to Study Area
Sedge Meadow	Outstanding	Within
Bulrush Marsh (Northern)	Outstanding	Within
Silver Maple - (Virginia Creeper) Floodplain Forest	Outstanding	Adjacent
Silver Maple - (Virginia Creeper) Floodplain Forest	Outstanding	Adjacent

[26] Sites of **Outstanding Biodiversity Significance** are sites containing the best occurrences of the rarest species, the most outstanding examples of the rarest native plant communities, and/or the largest, most intact functional landscapes present in the state.
[27] Sites of **High Biodiversity Significance** are sites containing very good quality occurrences of the rarest species, high-quality examples of rare native plant communities, and/or important functional landscapes.
[28] Sites of **Moderate Biodiversity Significance** are sites containing occurrences of rare species, moderately disturbed native plant communities, and/or landscapes that have a strong potential for recovery.

Name	Biodiversity Significance Rating	Proximity to Study Area
Red Oak - Sugar Maple - Basswood - (Bitternut Hickory) Forest	High	Adjacent
Sugar Maple - Basswood - (Bitternut Hickory) Forest	High	Adjacent
Dry Sand - Gravel Prairie (Southern)	High	Adjacent
Dry Sand - Gravel Oak Savanna (Southern)	High	Adjacent
Silver Maple - (Virginia Creeper) Floodplain Forest	Moderate	Adjacent
Red Oak - Sugar Maple - Basswood - (Bitternut Hickory) Forest	Moderate	Adjacent
Red Oak - Sugar Maple - Basswood - (Bitternut Hickory) Forest	Moderate	Adjacent

Figure 8: Sensitive Ecological Resources



c. Discuss how the identified fish, wildlife, plant communities, rare features, and ecosystems may be affected by the project, including how current Minnesota climate trends and anticipated climate change in the general location of the project may influence the effects. Include a discussion on introduction and spread of invasive species from the project construction and operation. Separately discuss effects to known threatened and endangered species.

The project would involve significant grading and ground disturbance within the construction limits. The following discusses how the project may affect species or habitats identified above.

State-Listed Species

Mussels

State-listed mussel species are not anticipated to be impacted due to the absence of potential suitable habitat within the project study area. No medium to large rivers were identified during delineation of aquatic resources.

Plants

If identified onsite, impacts to state-listed plant species would necessitate a take permit or for the specimens to be relocated. Dakota County would coordinate with the DNR regarding potential impacts to specific state-listed plant species, including cut-leaf water parsnip, of which many specimens were identified onsite.

Birds

The County will consider measures to minimize potential habitat impacts to the loggerhead shrike such as removal of trees outside of critical breeding season, typically April through July. Removing habitat outside of the breeding season would eliminate incidental take.

Fish

Mississippi silvery minnow is not anticipated to be impacted due to the absence of potential suitable habitat within the project study area, as there are no large rivers. The project SWPPP will outline erosion and sediment control techniques.

Snakes

Timber rattlesnake is not anticipated to be impacted due to no planned impacts to bluffs within the project study area.

Amphibians

Mudpuppy is not anticipated to be impacted due to the absence of potential suitable habitat within the project study area.

Federally-Listed Species

The project would require tree clearing. According to the USFWS, tree removal can negatively impact bat species (northern long-eared bat, tricolored bat) by destroying roosting habitat, especially during the pup rearing season when females are forming maternity roosting colonies and pups cannot yet fly. Removal of trees outside of the active bat season (April-October) may be considered.

Noxious Weeds/Invasive Species

State requirements necessitate the control and spread of state listed noxious weeds and/or invasive weeds if encountered prior to construction. Methods to avoid spreading noxious weeds and/or invasive species will be incorporated into project specifications and/or SWPPP when developed. Disturbed areas would be reestablished using appropriate native and stabilization seed mixes.

Invasive species are plants and animals that are not native to an area and are capable of causing harm. Certain measures can be taken to limit the likelihood of introducing invasive species, such as securing local materials to avoid the long-range movement of goods or washing vehicles prior to accessing the project site. Additionally, as landscape designs are finalized, they will consider including native, non-invasive plants.

d. Identify measures that will be taken to avoid, minimize, or mitigate adverse effects to fish, wildlife, plant communities, and sensitive ecological resources.

State requirements necessitate the control and spread of state listed noxious weeds and/or invasive weeds if encountered prior to construction. Methods to avoid spreading noxious weeds and/or invasive species will be incorporated into project specifications and/or SWPPP when developed. Disturbed areas would be reestablished using appropriate native and stabilization seed mixes.

The project may result in a taking and/or potential relocation of the Minnesota-threatened cut-leaf water parsnip. Staging locations and access roads would be located to minimize or avoid takings of this species as is practicable. For adverse effects to the cut-leaf water parsnip, an Endangered/Threatened Species Incidental Take Authorization is anticipated from the MnDNR prior to construction. In completing the permit, appropriate compensatory mitigation measures would be developed.

To minimize adverse effects to water quality for fish, wildlife, and plant communities, a SWPPP would be implemented during construction in accordance with the project's NPDES permit. Best management practices to avoid potential effects from spills or contamination from project activities would be implemented on site during construction. These controls include implementing stabilization methods on exposed soils adjacent to wetland and aquatic resources immediately after construction activity has ceased. Revegetation of disturbed soil would include native seed mixes.

To minimize impacts to wildlife, particularly migratory birds and bats (including threatened and endangered species), tree clearing would occur during the winter months (November 1 to March 31) to avoid the active or nesting/breeding season of these species.

The northwestern approximately 0.1 mile of the project corridor crosses the Hastings SNA, which is near the intersection of Ravenna Trail and Leduc Drive. According to the MnDNR, a wide diversity of plant species has been documented on this site, and at least seventeen state-listed threatened and endangered species are found within a mile of this SNA, including at least one federally-endangered species. The project is considering redesigning to minimize impacts to this property. Coordination is currently occurring with the MnDNR.

15. Historic Properties

Describe any historic structures, archeological sites, and/or traditional cultural properties on or in close proximity to the site. Include 1) historic designations; 2) known artifact areas; and 3) architectural features. Attach letter received from the State Historic Preservation Office (SHPO). Discuss any anticipated effects to historic properties during project construction and operation. Identify measures that will be taken to avoid, minimize, or mitigate adverse effects to historic properties.

HDR completed a cultural resources literature search for the proposed project in September through October of 2024, including an archaeological survey and an architectural survey.

The report used a larger review area, as the archaeological study area was comprised of one-mile around the Project Area. This one-mile radius was utilized to both identify resources that may be adversely impacted by the Project, as well as develop a broader archaeological context to inform on archaeological potential within the Project Area. This broader contextual understanding will help determine where survey, if any, would be recommended for the Project.

The architectural study area was developed to consider the Project's potential to incur both direct and indirect effects to architectural properties. For a roadway improvement project, indirect effects can include atmospheric, noise, vibration, and visual impacts to the qualities that make an architectural property eligible for listing in the National Register of Historic Places (NRHP). For this Project, this Study Area was defined as 500 feet surrounding the majority of the Project Area where roadway improvements are proposed in order to encompass any adjacent properties that may have indirect effects from the Project, and a 0.25-mile buffer surrounding proposed bridge improvements as these have the potential for greater vibration and visual effects. Three bridge improvements were identified within the provided plans.

Eleven archaeological sites, one of which is a historical cemetery, were identified within the Archaeological Study Area. Four SHPO-inventoried architectural properties, no National Historic Landmarks, and no Locally Designated historic properties were identified within the Architectural Study Area. Based on the literature review and analysis of geospatial data and historical mapping, portions of the Project Area have reasonable potential to retain yet unrecorded archaeological sites. Additionally, the Project Area is less than 50 feet from an existing cemetery and Precontact burial site (21DK0089/DK-RAV-00006). Archaeological construction monitoring is recommended for the portion of the Project Area nearest to the cemetery, and a Phase I Reconnaissance Survey is recommended for the areas of highest archaeological potential within Project Area as identified by this assessment. Completion of this archaeological survey and monitoring is recommended to facilitate compliance with the Minnesota Field Archaeology Act (MS 138.31-138.42) and The Minnesota Private Cemeteries Act (MS 307.08). See **Figure 9** for more information.

Figure 9: Literature Review Results



The location of the Project Area within the floodplain and on river terraces overlooking the Mississippi and Vermillion rivers indicates higher potential for archaeological sites in the area. This is bolstered by the presence of Precontact sites within the general vicinity of the Project Area, both within the floodplain and on the terraces. Furthermore, a review of the Project Area against LiDAR hillshade imagery, 2024 satellite imagery, and the prior alignment of CSAH 54 highlights which portions of the Project Area may be disturbed and which are likely still intact. HDR utilized this information, along with 2024 surveyed wetland data provided by Kimley-Horn, to select recommended Phase I Reconnaissance Survey areas (**Appendix C**). Approximately 18 acres of the nearly 85-acre survey area are recommended for survey, equaling approximately 20 percent of the total Project Area acreage. Additionally, construction monitoring is recommended for the portion of the Project Area nearest to the cemetery (21DK0089/DK-RAV-00006). Completion of this archaeological survey and monitoring is recommended to facilitate compliance with the Minnesota Field Archaeology Act and The Minnesota Private Cemeteries Act. To facilitate compliance with the Minnesota Tribal Nations Consultation Policy, HDR recommends inviting the 11 federally recognized Tribes in Minnesota to review this literature review, provide feedback on the archaeological assessment, and participate in the archaeological survey.

As currently planned, the Project involves MnDOT funding and oversight. Due to state agency involvement, the Project will need to comply with state laws governing cultural resources, which for archaeology include the Minnesota Historic Sites Act (Minnesota Statutes, section 138.661-138.669), Minnesota Field Archaeology Act (Minnesota Statutes, section 138.31-138.42), Minnesota Private Cemeteries Act (Minnesota Statutes, section 307.08), and the Minnesota Tribal Nations Consultation Policy (Minnesota Statutes, section 10.65). In the case of architectural history, the Project will need to comply with the Minnesota Historic Sites Act (MS 138.61-669). The Minnesota Historic Sites Act requires effects to properties listed in the NRHP or Minnesota State Register of Historic Places, or properties that are part of the Minnesota Historic Sites Network to be considered.

There is no federal involvement for this Project at this time, however, a federal nexus may be identified in the future. If a federal nexus does become involved, the lead federal agency will determine if their involvement requires compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, and its implementing regulations (36 CFR 800). If this is so determined, the lead federal agency will formally define the archaeological and/or architectural Area of Potential Effects (APE), initiate consultation with the SHPO and interested parties under Section 106 regulations and determine if additional archaeological studies may be needed to comply with Section 106.

16. Visual

Describe any scenic views or vistas on or near the project site. Describe any project related visual effects such as vapor plumes or glare from intense lights. Discuss the potential visual effects from the project. Identify any measures to avoid, minimize, or mitigate visual effects.

The study area is an existing roadway corridor that does not include any uniquely scenic views or vistas. The proposed project would modify the existing roadway by expanding the number of

lanes and adding trails on either side but would be similar to the current views of and from CSAH 54.

17. Air

a. Stationary Source Emissions – Describe the type, sources, quantities, and compositions of any emissions from stationary sources such as boilers or exhaust stacks. Include any hazardous air pollutants and criteria pollutants. Discuss effects to air quality including any sensitive receptors, human health, or applicable regulatory criteria. Include a discussion of any methods used to assess the project's effect on air quality and the results of that assessment. Identify pollution control equipment and other measures that will be taken to avoid, minimize, or mitigate adverse effects from stationary source emissions.

Not applicable.

b. Vehicle Emissions – Describe the effect of the project's traffic generation on air emissions. Discuss the project's vehicle-related emissions effect on air quality. Identify measures (e.g., traffic operational improvements, diesel idling minimization plan) that will be taken to minimize or mitigate vehicle-related emissions.

Motor vehicles emit a variety of air pollutants including carbon monoxide (CO), hydrocarbons, nitrogen oxides and particulates. The primary pollutant of concern is CO, which is a byproduct of the combustion process of motor vehicles. CO concentrations are highest where vehicles idle for extended periods of time. For this reason, CO concentrations are generally highest in the vicinity of signalized intersections where vehicles are delayed and emitting CO. Generally, concentrations approaching state air quality standards are found within about 100 feet of a roadway source. Further from the road, the CO in the air is dispersed by the wind such that concentrations rapidly decrease.

The U.S. Environmental Protection Agency has approved a screening method to determine which intersections need analysis for potential hot spot air quality impacts. The screening analysis consists of two criteria. If either criterion is met, then an intersection analysis would be required.

The first criterion is to determine whether the total daily approach volume of the study area exceeds 82,300 Average Annual Daily Traffic (AADT). All intersection AADTs for the project corridor are well below this threshold, as identified in **Appendix D**.

The second criterion compares the study area to the locations of 10 intersections that the MPCA has identified as having the highest volumes in the metro area. If any of these 10 intersections were affected by the project then analysis would be required. The nearest of these intersections is over 19 miles away, at the intersection of Cedar Avenue and 140th Street West in Apple Valley; therefore, the second criterion is not met and no hot spot analysis is needed.

No air quality mitigation is required.

c. Dust and Odors – Describe sources, characteristics, duration, quantities, and intensity of dust and odors generated during project construction and operation. (Fugitive dust may be discussed under Item 17a). Discuss the effect of dust and odors in the vicinity

of the project including nearby sensitive receptors and quality of life. Identify measures that will be taken to minimize or mitigate the effects of dust and odors.

During grading and roadway construction, fugitive dust will be created. Due to impacts from wind and other construction conditions, nearby properties may be temporarily affected. It will be minimized through general dust control measures such as applying water to exposed soils and limiting the extent and duration of the exposed soil conditions. All exposed soil surfaces will be permanently covered after completion of construction with pavement or vegetation, eliminating the potential to generate dust.

18. Greenhouse Gas (GHG) Emissions/Carbon Footprint

a. GHG Quantification – For all proposed projects, provide quantification and discussion of project GHG emissions. Include additional rows in the tables as necessary to provide project-specific emission sources. Describe the methods used to quantify emissions. If calculation methods are not readily available to quantify GHG emissions for a source, describe the process used to cometo that conclusion and any GHG emission sources not included in the total calculation.

About Greenhouse Gases (GHGs)

Certain gases in the earth's atmosphere, classified as greenhouse gases, play a critical role in determining the earth's surface temperature. Solar radiation enters the earth's atmosphere from space. A portion of the radiation is absorbed by the earth's surface and a smaller portion of this radiation is reflected back toward space. This absorbed radiation is then emitted from the earth as low-frequency infrared radiation. The frequencies at which bodies emit radiation are proportional to temperature. Because the earth has a much lower temperature than the sun, it emits lower-frequency radiation. Most solar radiation passes through GHGs; however, infrared radiation is absorbed by these gases. As a result, radiation that otherwise would have escaped back into space is instead "trapped," resulting in a warming of the atmosphere. This phenomenon, known as the greenhouse effect, is responsible for maintaining a habitable climate on earth.

The primary GHGs contributing to the greenhouse effect are carbon dioxide (CO_2), methane (CH_4), and nitrous oxide (N_2O). Fluorinated gases also make up a small fraction of the GHGs that contribute to climate change. Examples of fluorinated gases include chlorofluorocarbons (CFCs), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulfur hexafluoride (SF_6), and nitrogen trifluoride (NF_3); however, it is noted that these gases are not associated with typical land use development. Human-caused emissions of GHGs exceeding natural ambient concentrations are believed to be responsible for intensifying the greenhouse effect and leading to a trend of unnatural warming of the earth's climate, known as global climate change or global warming.[29]

Project Related GHG Emissions

This section describes the GHG emissions associated with the proposed project.

- Carbon dioxide (CO_2)

[29] U.S. EPA. *Overview of Greenhouse Gases.* Available at https://www.epa.gov/ghgemissions/overview-greenhouse-gases.

- Nitrous oxide (N_2O)
- Methane (CH_4)

The projected GHG emissions are provided on an average annual basis using the CO_2 equivalent (CO_2e) and include the construction phase of the project. Emissions were estimated using the Minnesota Infrastructure Carbon Estimator (MICE) (Version 2.1).[30]

Construction emissions for the proposed project are based on length of construction and are from mobile equipment including passenger cars, light-duty trucks, and medium and heavy-duty trucks, and construction equipment (both gasoline and diesel) (see **Table 16**).

Table 16: Construction Emissions

Construction CO2e Emissions (Total over Construction Period)	CO_{2e}, Metric Tons (total)	Calculation Method
Build Alternative	4,639	Minnesota Infrastructure Carbon Estimator

b. GHG Assessment

i. Describe any mitigation considered to reduce the project's GHG emissions.

Not applicable.

ii. Describe and quantify reductions from selected mitigation, if proposed to reduce the project's GHG emissions. Explain why the selected mitigation was preferred.

Not applicable.

iii. Quantify the proposed project's predicted net lifetime GHG emissions (total tons per number of years) and how those predicted emissions may affect achievement of the Minnesota Next Generation Energy Act goals and/or other more stringent state or local GHG reduction goals.

Not applicable.

19. Noise

Describe sources, characteristics, duration, quantities, and intensity of noise generated during project construction and operation. Discuss the effect of noise in the vicinity of the project including 1) existing noise levels/sources in the area; 2) nearby sensitive receptors; 3) conformance to state noise standards; and 4) quality of life. Identify measures that will be taken to minimize or mitigate the effects of noise.

Construction Noise

The construction activities associated with implementation of the proposed project will result in increased noise levels relative to existing conditions. These impacts will primarily be associated with construction equipment and pile driving.

[30] MnDOT. *Greenhouse Gas Emissions Analysis*. Available at https://www.dot.state.mn.us/sustainability/ghg-analysis.html.

The following **Table 16** shows peak noise levels monitored at 50 feet from various types of construction equipment. This equipment is primarily associated with site grading/site preparation, which is generally the roadway construction phase associated with the greatest noise levels.

Table 17: Typical Construction Equipment Noise Levels at 50 feet[31]

Equipment Type	Manufacturers Sampled	Total Number of Models in Sample	Peak Noise Level (dBA)	
			Range	Average
Backhoes	5	6	74-92	83
Front Ladders	5	30	75-96	85
Dozers	8	41	65-95	85
Graders	3	15	72-92	84
Scrapers	2	27	76-98	87
Pile Drivers	N/A	N/A	95-105	101

Elevated noise levels are, to a degree, unavoidable for this type of project. Dakota County will require that construction equipment be properly muffled and in proper working order. While Dakota County and its contractor(s) are exempt from local noise ordinances, it is the practice to require contractor(s) to comply with applicable local noise restrictions and ordinances to the extent that is reasonable. Advanced notice will be provided to affected communities of any planned abnormally loud construction activities. Night construction is not anticipated. This project is expected to be under construction for one to two construction seasons.

Any associated high-impact equipment noise, such as pavement sawing or jack hammering, will be unavoidable with construction of the proposed project. No pile driving is anticipated to be needed for this project.

Operational Traffic Noise

The Minnesota State Noise Standards do not apply to certain roadways outside the cities of Minneapolis and St. Paul. The exemption criteria are found in 2017 Minnesota Statutes, Section 116.07 Subdivision 2a.3:

> Subd. 2a. Exemptions from standards: No standards adopted by any state agency for limiting levels of noise in terms of sound pressure which may occur in the outdoor atmosphere shall apply to
>
> (3) except for the cities of Minneapolis and St. Paul, an existing or newly constructed segment of a road, street, or highway under the jurisdiction of a road authority of a town, statutory or home rule charter city, or county, except for roadways for which full control of access has been acquired,

[31] United States Environmental Protection Agency and Federal Highway Administration

This exemption applies to many local roadway projects since full control of access is not acquired for many of these facilities. In applying this exemption, full control of access means that the authority to control access is exercised to give preference to through traffic by providing access connections with selected public roads only and by prohibiting crossings at grade or direct private driveway connections. CSAH 54 is exempt due to the lack of full access control.

This project is not anticipated to meet the Level 1 Definition Criteria per FHWA. This project is currently not federally funded. If it were later determined that the project does meet the Level 1 Definition Criteria, the project team will revisit the noise requirements.

20. Transportation

a. Describe traffic-related aspects of project construction and operation. Include 1) existing and proposed additional parking spaces; 2) estimated total average daily traffic generated; 3) estimated maximum peak hour traffic generated and time of occurrence; 4) source of trip generation rates used in the estimates; and 5) availability of transit and/or other alternative transportation modes.

According to a roundabout justification report prepared for the project, CSAH 54 is a county roadway that runs predominantly in a north-south direction. There are no existing parking spaces, and there are no proposed additional parking spaces that will be added. The average annual daily traffic (AADT) along CSAH 54 was 3,900 vehicles per day (vpd) in 2018 according to the MnDOT Traffic Mapping Application.

Existing turning movement counts were collected at the study intersection of CSAH 54 (Ravenna Trail) and CSAH 68 (200th Street E) on May 7, 2024. The AM peak hour was calculated to be from 7:15 AM to 8:15 AM, and the PM peak hour was calculated to be from 4:45 PM to 5:45 PM. Historical AADT trends were used to determine the Future (2048) Conditions volumes. The base year (2017) AADT was 5,500 and forecasted 2040 AADT for CSAH 54 was 6,400 vpd just east of Hastings. A forecasted AADT on CSAH 54 closer to the study intersection or for CSAH 68 was not available, but the growth is assumed to be similar. A review of historic AADT data shows that neither corridor has experienced significant growth in the past 10 years. For this study, a 0.7% annual growth rate was used to estimate future traffic volumes.

Per a review of the City of Hastings and Dakota County websites, there does not appear to be any available transit and/or other alternative transportation modes on CSAH 54.

During project construction, temporary detours will be required due to the scale of the project activities. TH 316 will be the primary detour route; however, specific details regarding detours will be determined as project design continues.

b. Discuss the effect on traffic congestion on affected roads and describe any traffic improvements necessary. The analysis must discuss the project's impact on the regional transportation system. *If the peak hour traffic generated exceeds 250 vehicles or the total daily trips exceeds 2,500, a traffic impact study must be prepared as part of the EAW. Use the format and procedures described in the Minnesota Department of Transportation's Access Management Manual, Chapter 5 (available at: http://www.dot.state.mn.us/accessmanagement/resources.html) or a similar local guidance.*

An intersection capacity analysis was performed for the Future Year (2048) to quantify anticipated operating conditions taking into account growth in traffic volumes. Based on the capacity analysis, all intersections are anticipated to operate at level of service (LOS) A or better during the AM peak hour and LOS B or better during the PM peak hour with side-street stop control. All approaches are expected to operate at LOS A or better during the AM and PM peak hours with roundabout control through the Future Year (2048). A memorandum summarizing the traffic analysis can be found in **Appendix E**.

c. Identify measures that will be taken to minimize or mitigate project related transportation effects.

The purpose of the proposed project is to improve safety and mobility along the CSAH 54 corridor. As a result, mitigation is not necessary or required.

21. Cumulative Potential Effects

a. Describe the geographic scales and timeframes of the project related environmental effects that could combine with other environmental effects resulting in cumulative potential effects.

Cumulative potential effects are defined as "the effect on the environment that results from the incremental effects of a project in addition to other projects in the environmentally relevant area that might reasonably be expected to affect the same environmental resources, including future projects actually planned or for which a basis of expectation has been laid, regardless of what person undertakes the other projects or what jurisdictions have authority over the projects."[32] The geographic areas considered for cumulative potential effects are those near the project site (within approximately one-half mile), and the timeframe considered includes projects that would be constructed in the reasonably foreseeable future (by 2030).

b. Describe any reasonably foreseeable future projects (for which a basis of expectation has been laid) that may interact with environmental effects of the proposed project within the geographic scales and timeframes identified above.

Based on a review of land use and zoning maps from comprehensive plans, there are no reasonably foreseeable future projects that may interact with environmental effects of the proposed project within the geographic scales and timeframes identified above.

c. Discuss the nature of the cumulative potential effects and summarize any other available information relevant to determining whether there is potential for significant environmental effects due to these cumulative effects.

The impacts from the project listed previously will be addressed via regulatory permitting and approval processes; therefore, they would be individually mitigated to ensure minimal cumulative impacts occur.

[32] Minnesota Rules, part 4410.0200, subpart 11a

22. Other Potential Environmental Effects

If the project may cause any additional environmental effects not addressed by Items 1 to 21, describe the effects here, discuss the how the environment will be affected, and identify measures that will be taken to minimize and mitigate these effects.

All known potentially adverse environmental impacts are addressed in the preceding EAW items.

RGU Certification

*The Environmental Quality Board will only accept **SIGNED** Environmental Assessment Worksheets for public notice in the EQB Monitor.*

I hereby certify that:

- The information contained in this document is accurate and complete to the best of my knowledge.
- The EAW describes the complete project; there are no other projects, stages, or components other than those described in this document, which are related to the project as connected actions or phased actions, as defined at Minnesota Rules, parts 4410.0200, subparts 9c and 60, respectively,
- Copies of this EAW are being sent to the entire EQB distribution list.

Signature _____ Date _____

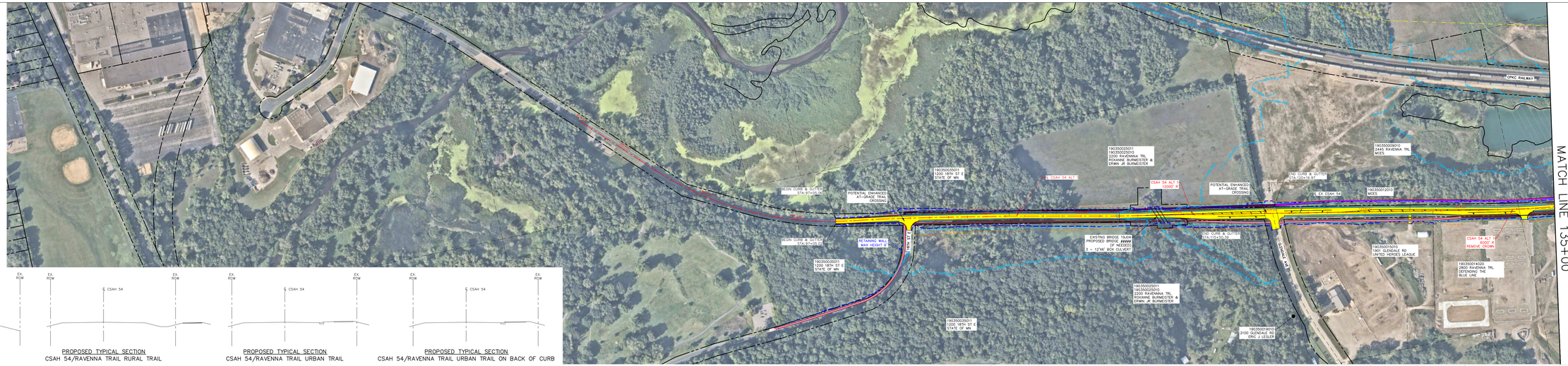
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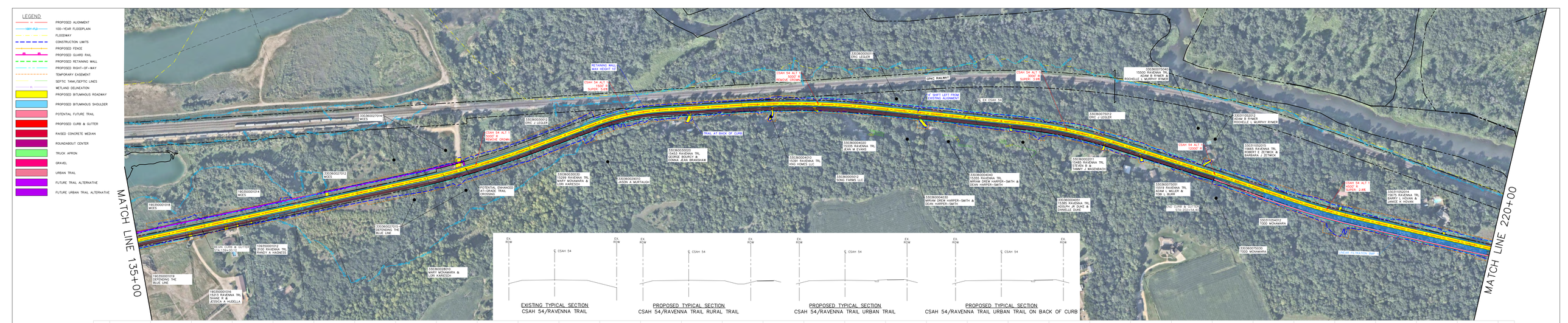
Appendix A

Proposed Project Layout

LEGEND

- PROPOSED ALIGNMENT
- 100-YEAR FLOODPLAIN
- FLOODWAY
- CONSTRUCTION LIMITS
- PROPOSED FENCE
- PROPOSED GUARD RAIL
- PROPOSED RETAINING WALL
- PROPOSED RIGHT-OF-WAY
- TEMPORARY EASEMENT
- SEPTIC TANK/SEPTIC LINES
- WETLAND DELINEATION
- PROPOSED BITUMINOUS ROADWAY
- PROPOSED BITUMINOUS SHOULDER
- POTENTIAL FUTURE TRAIL
- PROPOSED CURB & GUTTER
- RAISED CONCRETE MEDIAN
- ROUNDABOUT CENTER
- TRUCK APRON
- GRAVEL
- URBAN TRAIL
- FUTURE TRAIL ALTERNATIVE
- FUTURE URBAN TRAIL ALTERNATIVE


DPRC RAILWAY
MATCH LINE 135+00
MATCH LINE 135+00
19035002502
2445 RAVENNA TRL
MCES
19035002010
MCES
19035025011
19035025012
2700 RAVENNA TRL
ROXANNE BURMEISTER &
DRWIN JR BURMEISTER
19035003011
1200 18TH ST E
STATE OF MN
19035015010
1901 GLENDALE RD
UNITED HEMISPHERE LEAGUE
19035014020
2800 RAVENNA TRL
DEFENDING THE
BLUE LINE
19035025013
2700 RAVENNA TRL
ERIC J LEGLER
DESIGN CURB & GUTTER
STA 97+05.00
RETAINING WALL
MAX HEIGHT 8'
POTENTIAL ENHANCED
AT-GRADE TRAIL
CROSSING
EXISTING BRIDGE 19J04
PROPOSED BRIDGE #####
(IF NEEDED)
3 - 12'W8' BOX CULVERT
CSAH 54 ALT 1
CSAH 54 ALT 1
#000' R
REMOVE CROWN
CSAH 54 ALT 1
#000' R
CSAH 54
CSAH 54
CSAH 54



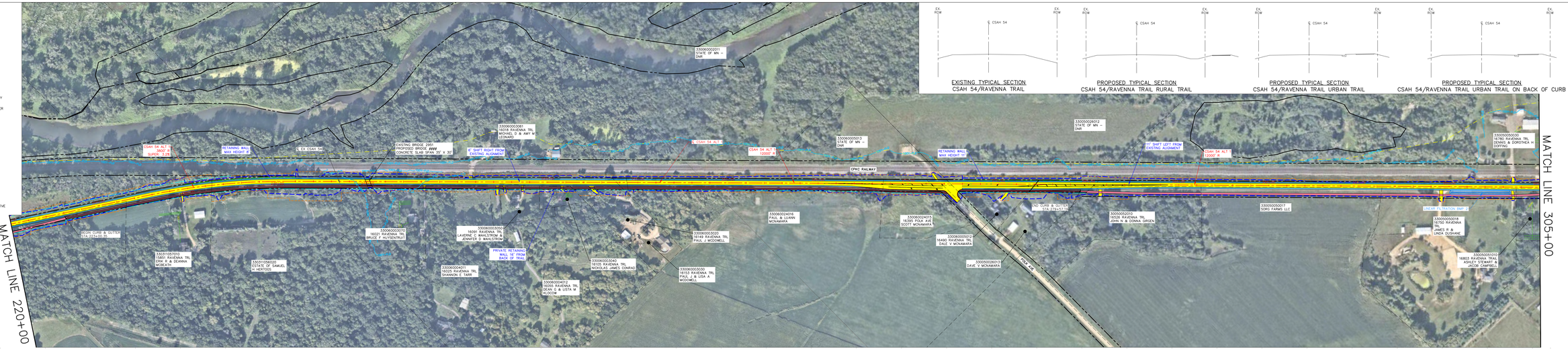
E:\Users\JAMC.HKT\AppData\Local\Temp\AcPublish_176812\Sht 54 Trail Plan and Profile Trail Alt.dwg Apr 25, 2026 - 4:34pm

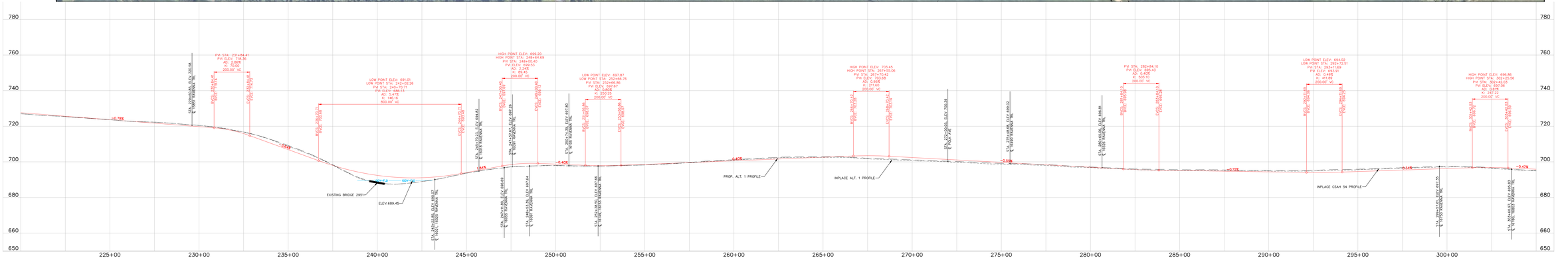
Kimley»Horn

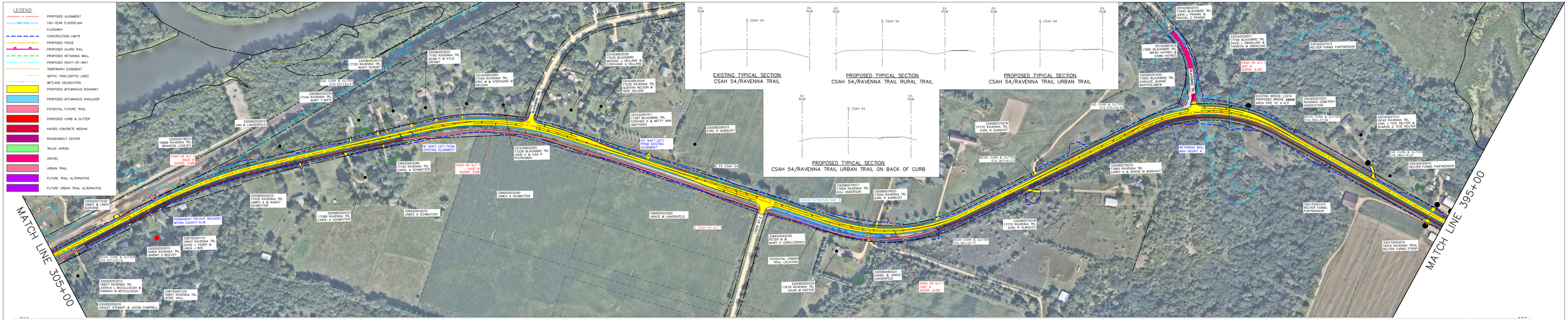
CSAH 54 – ROADWAY PLAN & PROFILE

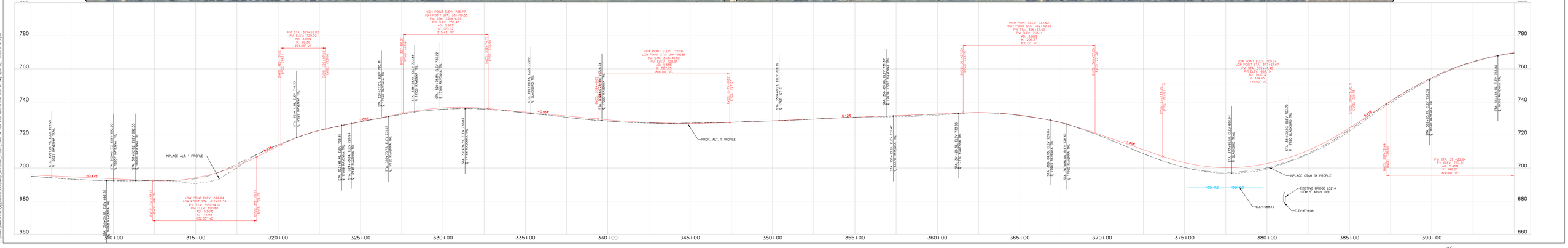
LEGEND

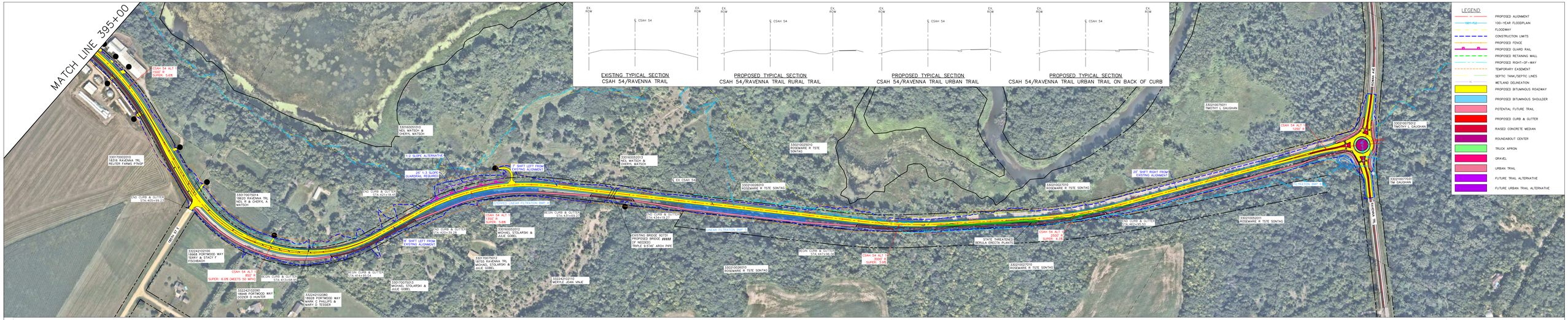
- PROPOSED ALIGNMENT
- 100Y-FLD — 100-YEAR FLOODPLAIN
- FLOODWAY
- CONSTRUCTION LIMITS
- PROPOSED FENCE
- PROPOSED GUARD RAIL
- PROPOSED RETAINING WALL
- PROPOSED RIGHT-OF-WAY
- TEMPORARY EASEMENT
- SEPTIC TANK/SEPTIC LINES
- WETLAND DELINEATION
- PROPOSED BITUMINOUS ROADWAY
- PROPOSED BITUMINOUS SHOULDER
- POTENTIAL FUTURE TRAIL
- PROPOSED CURB & GUTTER
- RAISED CONCRETE MEDIAN
- ROUNDABOUT CENTER
- TRUCK APRON
- GRAVEL
- URBAN TRAIL
- FUTURE TRAIL ALTERNATIVE
- FUTURE URBAN TRAIL ALTERNATIVE






LEGEND
PROPOSED ALIGNMENT
100Y-FLD
100-YEAR FLOODPLAIN
FLOODWAY
CONSTRUCTION LIMITS
PROPOSED FENCE
PROPOSED GUARD RAIL
PROPOSED RETAINING WALL
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PROPOSED CURB & GUTTER
RAISED CONCRETE MEDIAN
ROUNDABOUT CENTER
TRUCK APRON
GRAVEL
URBAN TRAIL
FUTURE TRAIL ALTERNATIVE
FUTURE URBAN TRAIL ALTERNATIVE
EXISTING TYPICAL SECTION
CSAH 54/RAVENNA TRAIL
PROPOSED TYPICAL SECTION
CSAH 54/RAVENNA TRAIL RURAL TRAIL
PROPOSED TYPICAL SECTION
CSAH 54/RAVENNA TRAIL URBAN TRAIL
PROPOSED TYPICAL SECTION
CSAH 54/RAVENNA TRAIL URBAN TRAIL ON BACK OF CURB
MATCH LINE 305+00
MATCH LINE 395+00
CSAH 54
RAVENNA TRL
330800030021
17162 RAVENNA TRL
ADAM P & KYLIE DADISH
330800030010
17150 RAVENNA TRL
NICKY SUNDET
331429902260
17154 RAVENNA TRL
ERIC W & STEPHANIE M NELSON
331429903240
17200 RAVENNA TRL
KENNETH NELSON & HEIDI NELSON
331429903530
17235 BLACKBIRD TRL
MICHAEL J HELLAND & STEPHANIE A HELLAND
331430001511
17347 BLACKBIRD TRL
STEPHEN H & BETTY ANN SMOTHERS
330800060015
EARL R ALMQUIST
331429902250
17228 BLACKBIRD TRL
JOHN A & LISA P PIOTROWSKI
330800020010
JAN M LANGENFELD
330800078012
16868 RAVENNA TRL
BRANDON LOVEJOY
330800020333
17025 RAVENNA TRL
JAMES A & NANCY SCHMOTTER
330800020332
17085 RAVENNA TRL
CAROL A SCHMOTTER
336550003080
17145 RAVENNA TRL
CAROL A SCHMOTTER
336550003070
JAMES A SCHMOTTER
336550005040
JAMES A SCHMOTTER
336550003060
JANICE M LANGENFELD
330800075017
17654 RAVENNA TRL
KALI ANDERSON
330800076021
17654 RAVENNA TRL
EARL R ALMQUIST
336550002030
PETER V JR & MARY C GORLCZENKO
330800060020
DANIEL & JANICE LANGENFELD
330800020025
17679 RAVENNA TRL
DAVID M KEETER
330800075018
17770 RAVENNA TRL
EARL R ALMQUIST
330800075016
17770 RAVENNA TRL
EARL R ALMQUIST
330800076010
17965 RAVENNA TRL
LARRY A & DENISE M MONHAUT
331429902010
17940 BLACKBIRD TRL
JOHN L FRANKC & RACHEL E FRANKE
331429902170
17881 BLACKBIRD TRL
BRIAN HAYNES & DAWN HAYNES
330900051030
17930 BLACKBIRD TRL
KARALEE JEANNE BARTHOLOMEW
330160029031
17790 BLACKBIRD TRL
DAVID L SWANLUND & THERESA M SWANLUND
330160027015
REUTER FARMS PARTNERSHIP
330160027020
RAVENNA CEMETERY ASSOCIATION
330160027072
18140 RAVENNA TRL
CARL J TETE REUTER & SHARON A TETE REUTER
330160030010
REUTER FARMS PARTNERSHIP
330700009010
REUTER FARMS PARTNERSHIP
330700020010
18316 RAVENNA TRAIL
REUTER FARMS PTNSP
338750001110
16947 RAVENNA TRL
DAVID J YAGER & LINDA J WOE
330500055010
16905 RAVENNA TRL
JEREMY S MCVOY
330500053010
16827 RAVENNA TRL
JOSHUA L MCCULLOUGH & HANNAH M MCCULLOUGH
338750001120
16857 RAVENNA TRL
ELISE WALL
330500050010
ASHLEY STEWART & JACOB CAMPBELL
330500079030
BRANDON & LINDA SUSKA
PERMANENT PRIVATE BUILDING WITHIN COUNTY R/W
POTENTIAL URBAN TRAIL LOCATION
CSAH 54 ALT 1
100' R
SUPER: 0.04%
CSAH 54 ALT 2
300' R
SUPER: 3.8%
CSAH 54 ALT 3
150' R
SUPER: 3.4%
CSAH 54 ALT 4
300' R
SUPER: 6.0%
8° SHIFT LEFT FROM EXISTING ALIGNMENT
10° SHIFT LEFT FROM EXISTING ALIGNMENT
CLOSE TO EXISTING ROW
RETAINING WALL MAX HEIGHT 4'
EXISTING BRIDGE L3214
PROPOSED BRIDGE ##### ARCH PIPE 10' x 8.5'
BEGIN CURB & GUTTER STA: 375+05.00
END CURB & GUTTER STA: 379+25.00
BEGIN CURB & GUTTER STA: 384+37.00
END CURB & GUTTER STA: 387+75.00
BEGIN CURB & GUTTER STA: 301+00.00
END CURB & GUTTER STA: 305+25.00
BEGIN CURB & GUTTER STA: 313+67.33
BEGIN CURB & GUTTER STA: 353+01.71

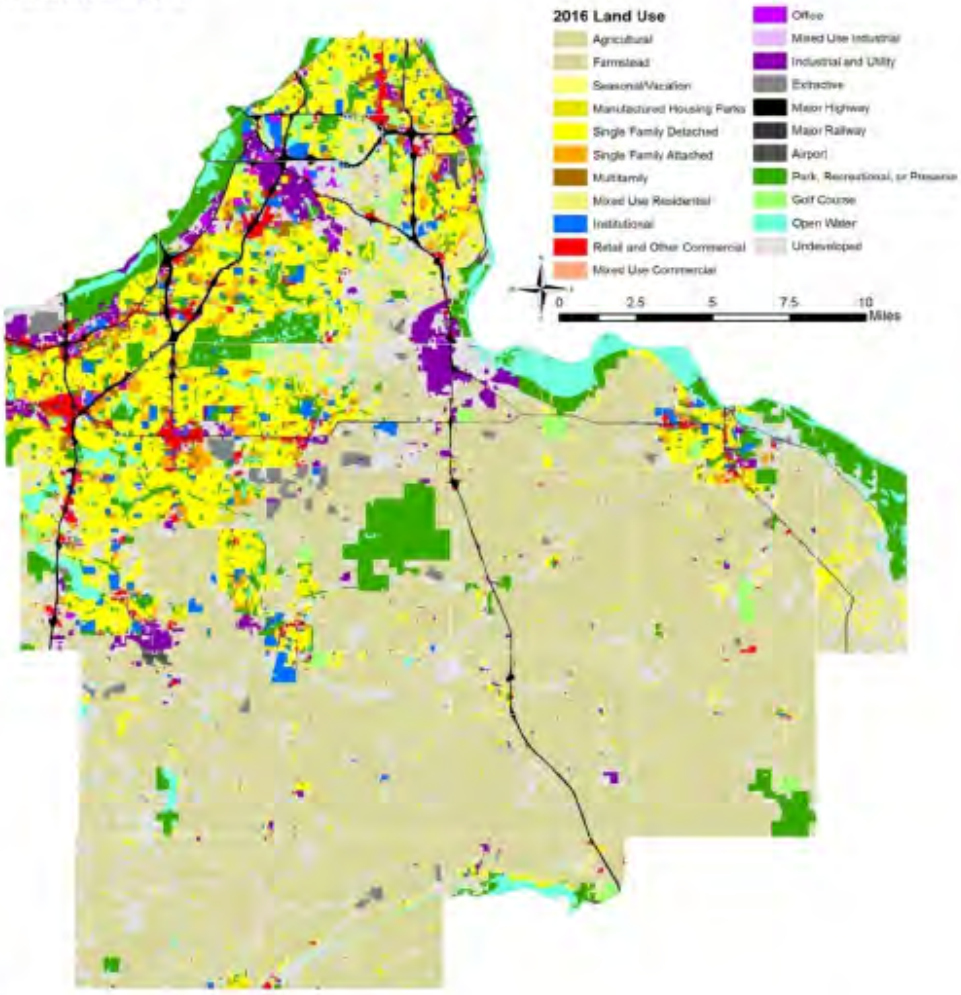

INPLACE ALT. 1 PROFILE
PROP. ALT. 1 PROFILE
INPLACE CSAH 54 PROFILE
EXISTING BRIDGE L3214
10'x8.5' ARCH PIPE
ELEV: 688.12
ELEV: 679.06
LOW POINT ELEV: 690.24
LOW POINT STA: 313+92.33
P.I. STA: 313+54.16
P.I. ELEV: 690.88
K: 114.98
632.00' VC
HIGH POINT ELEV: 736.77
HIGH POINT STA: 331+10.55
P.I. STA: 330+18.99
P.I. ELEV: 734.43
K: 97.78
-173.52
515.45' VC
LOW POINT ELEV: 727.06
LOW POINT STA: 344+66.86
P.I. STA: 343+40.82
P.I. ELEV: 725.91
K: 567.75
800.00' VC
HIGH POINT ELEV: 733.62
HIGH POINT STA: 362+42.56
P.I. STA: 363+57.00
P.I. ELEV: 730.11
K: 206.37
800.00' VC
LOW POINT ELEV: 700.24
LOW POINT STA: 377+41.67
P.I. STA: 378+40.40
P.I. ELEV: 697.19
AD: 10.07%
K: 102.67
1148.00' VC
P.I. STA: 391+22.64
P.I. ELEV: 765.31
K: 5.405
AD: 148.20
800.00' VC
-0.47%
-0.10%
-0.95%
0.42%
-1.46%
5.0%
100Y-FLD
100Y-FLD


MATCH LINE 395+00
EXISTING TYPICAL SECTION
CSAH 54/RAVENNA TRAIL
PROPOSED TYPICAL SECTION
CSAH 54/RAVENNA TRAIL RURAL TRAIL
PROPOSED TYPICAL SECTION
CSAH 54/RAVENNA TRAIL URBAN TRAIL
PROPOSED TYPICAL SECTION
CSAH 54/RAVENNA TRAIL URBAN TRAIL ON BACK OF CURB
EX. ROW
℄ CSAH 54
LEGEND
PROPOSED ALIGNMENT
100-YEAR FLOODPLAIN
FLOODWAY
CONSTRUCTION LIMITS
PROPOSED FENCE
PROPOSED GUARD RAIL
PROPOSED RETAINING WALL
PROPOSED RIGHT-OF-WAY
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RAISED CONCRETE MEDIAN
ROUNDABOUT CENTER
TRUCK APRON
GRAVEL
URBAN TRAIL
FUTURE TRAIL ALTERNATIVE
FUTURE URBAN TRAIL ALTERNATIVE
CSAH 54 ALT 1 1500' R SUPER: 5.6%
CSAH 54 ALT 1 2500' R SUPER: 4.0%
CSAH 54 ALT 1 3000' R SUPER: 3.5%
CSAH 54 ALT 1 800' R SUPER: 6.0% (MEETS 50 MPH)
11:2 SLOPE ALTERNATIVE
25' 1:3 SLOPE GUARDRAIL REQUIRED
2' SHIFT LEFT FROM EXISTING ALIGNMENT
6' SHIFT LEFT FROM EXISTING ALIGNMENT
20' SHIFT RIGHT FROM EXISTING ALIGNMENT
TESTING SWAP 1
LINEAR FILTRATION SWP 1
EXISTING BRIDGE 92731 TRIPLE 9.5'X6' ARCH PIPE
IF NEEDED
END CURB & GUTTER STA: 405+99.37
BEGIN CURB & GUTTER STA:415+68.57
END CURB & GUTTER STA:417+18.45
BEGIN CURB & GUTTER STA:417+94.37
END CURB & GUTTER STA:420+19.36
BEGIN CURB & GUTTER STA:414+55.04
END CURB & GUTTER STA:447+96.06
BEGIN CURB & GUTTER STA:447+59.27
END CURB & GUTTER STA:473+95.50
STATE THREATENED SERULA ERECTA PLANTS
HANSEN ST E
RAVENNA TRL
RAVENNA AVE
330130002010 18316 RAVENNA TRL REUTER FAMILY PTNSP
330170075014 18620 RAVENNA TRL NEIL R & CHERYL A MATSCH
330160051010 NEIL MATSCH & CHERYL MATSCH
330160052013 NEIL MATSCH & CHERYL MATSCH
330170075012 18755 RAVENNA TRL MICHAEL STOLARSKI & JULIE GOBEL
330160052012 MICHAEL STOLARSKI & JULIE GOBEL
330170075013 MICHAEL STOLARSKI & JULIE GOBEL
332420202100 18968 PORTWOOD WAY TERRY A STACY F FISCHBACH
332420102090 18948 PORTWOOD WAY DOZIER D HUNTER
332420102080 18928 PORTWOOD WAY MARK C PHILLIPS & MARY D TESSIER
332420202110 WENYLE JOAN VINJE
330210026010 ROSEMARIE R TSTE SONTAG
330210025010 ROSEMARIE R TSTE SONTAG
330210027010 ROSEMARIE R TSTE SONTAG
330210052011 ROSEMARIE R TSTE SONTAG
330210027010 ROSEMARIE R TSTE SONTAG
330210075011 TIMOTHY L GAUGHAN
330210077012 TIMOTHY L GAUGHAN
330210077031 TIM GAUGHAN
PVI STA: 391+22.64
PVI ELEV: 765.31
K: 177.64
AD: 4.50%
800.00' VC
1.22%
INPLACE ALT. 1 PROFILE
STA: 402+45.00, ELEV: 728.36
℄ TRAIL RAVENNA TRL
STA: 408+84.51, ELEV: 759.61
℄ TRAIL RAVENNA TRL
STA: 412+24.36, ELEV: 784.27
℄ TRAIL RAVENNA TRL
STA: 417+24.36, ELEV: 756.36
℄ TRAIL RAVENNA TRL
HIGH POINT ELEV: 786.04
HIGH POINT STA: 409+00.62
PVI STA: 412+39.45
PVI ELEV: 781.03
AD: 8.16%
K: 177.64
965.00' VC
-1.22%
-0.49%
INPLACE CSAH 54 PROFILE
PVI STA: 424+93.34
PVI ELEV: 703.91
K: 177.64
AD: 10.58
747.00' VC
PVI STA: 434+17.00
PVI ELEV: 699.93
AD: -0.28%
K: -717.64
200.00' VC
STA: 433+73.00, ELEV: 699.39
℄ TRAIL RAVENNA TRL
STA: 429+77.00, ELEV: 700.16
℄ TRAIL RAVENNA TRL
EXISTING BRIDGE 92731 TRIPLE 9.5'X6' ARCH PIPE
ELEV: 689.79
ELEV: 690.04
ELEV: 690.31
-0.76%
PROP. ALT. 1 PROFILE
LOW POINT ELEV: 689.40
LOW POINT STA: 448+53.02
PVI STA: 447+59.27
PVI ELEV: 689.18
AD: 0.22%
K: 188.24
200.00' VC
0.30%
HIGH POINT ELEV: 691.44
HIGH POINT STA: 455+66.18
PVI STA: 453+66.15
PVI ELEV: 691.59
AD: 0.15%
K: 334.65
200.00' VC
ELEV: 687.86
-0.30%
PVI STA: 462+93.95
PVI ELEV: 689.42
AD: 0.30%
K: 670.12
200.00' VC
-0.00%
PVI STA: 473+70.63
PVI ELEV: 689.42
AD: 0.50%
K: 399.70
200.00' VC
0.50%
100Y-FLD
800
780
760
740
720
700
680
670
400+00
405+00
410+00
415+00
420+00
425+00
430+00
435+00
440+00
445+00
450+00
455+00
460+00
465+00
470+00
475+00

Appendix B

Land Use and Zoning Maps from Comprehensive Plans

Figure 5.2: 2016 Land Use



Source: Metropolitan Council

Close to 400,000 people are concentrated in the urbanized third of the County. The other two-thirds remain primarily agricultural and are home to roughly 4.4 percent of Dakota County's population.

Thrive MSP 2040 Regional Community Designations

Urban Areas

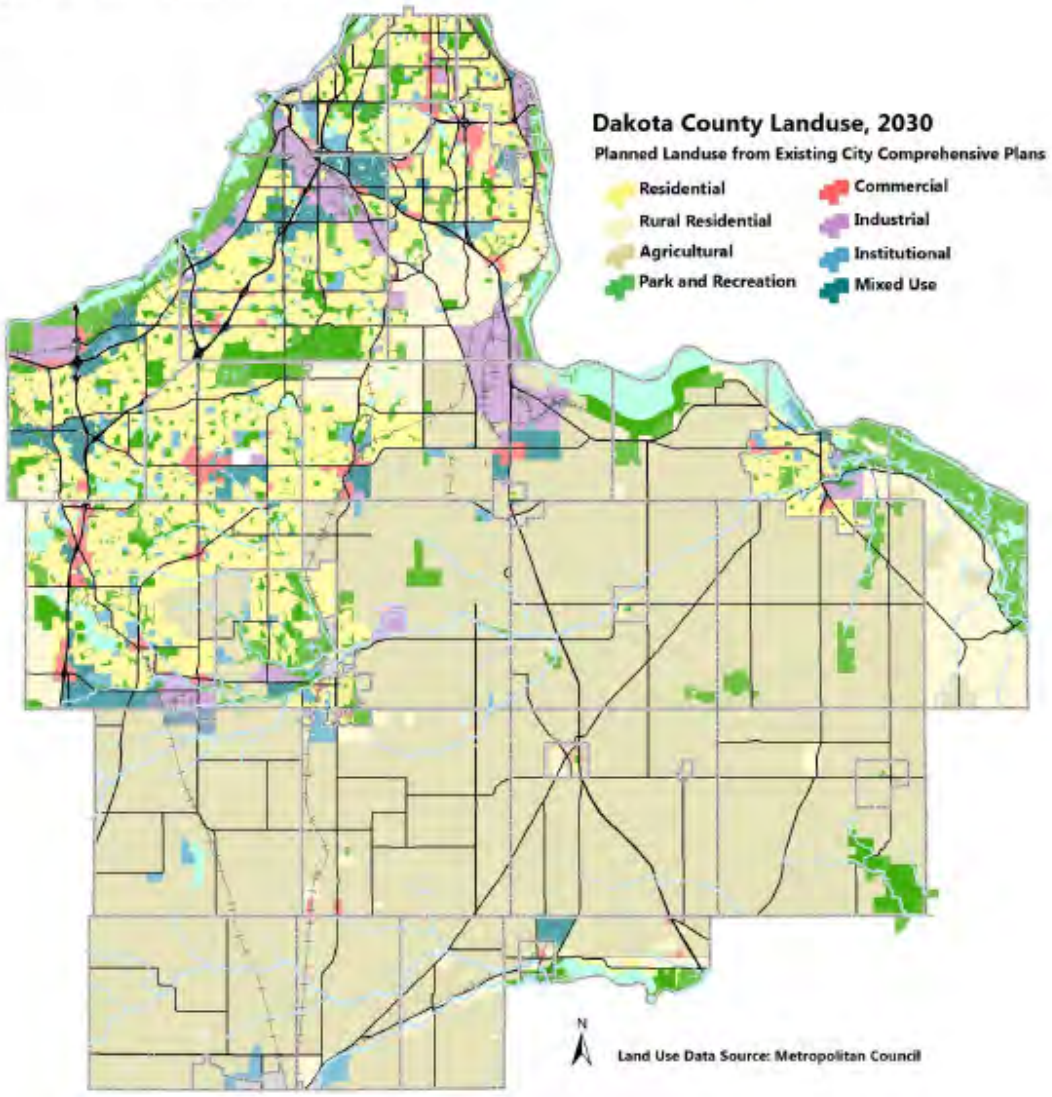
West St. Paul and South St. Paul are extensions of St. Paul's earliest streetcar suburbs. Development is compact because it predates freeways and widespread auto use. Many homes were built before World War II. Metropolitan Council's Urban community designations within Dakota County's developed cities include:

Urban Center: neighborhoods are conducive to transit and walking. Streets are generally gridded, narrow, and interconnected; sidewalks are common; and buildings are oriented toward pedestrians,

County land use forecasts

Dakota County's land use forecast attempts to predict where development will occur over the next 20 years given existing trends and future expectations. This forecast was created based on information gathered by the Metropolitan Council from local plans. Dakota County's land use forecasts will need to be revised following completion of the cities' and townships' comprehensive plans.

Figure 5.6: Land Use Forecast 2030



Source: Metropolitan Council

Note: Because Dakota County does not administer land use controls, this map will be updated based on the 2040 round of comprehensive plans from Dakota County communities.

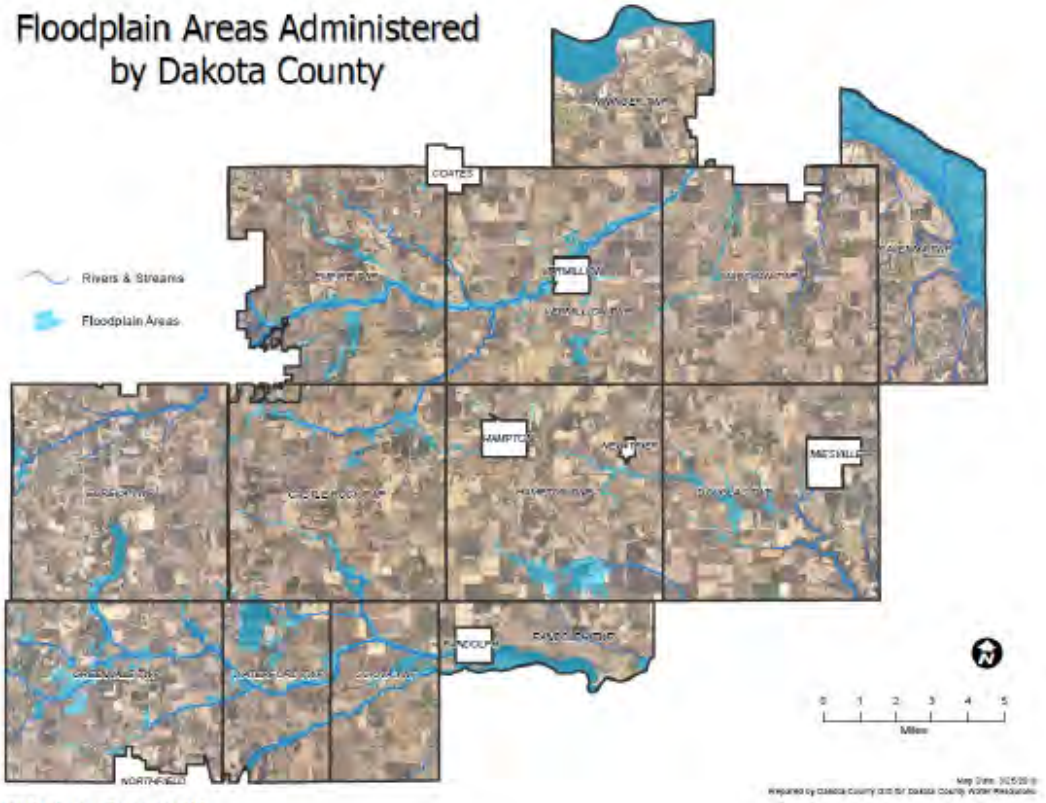
DAKOTA COUNTY OFFICIAL CONTROLS AND LAND USE

Dakota County has played a limited role in administering land use controls. Providing transportation and protecting the natural environment will continue as the County's primary concern with land use patterns. Dakota County administers the following ordinances for the purposes of protecting the health, safety, and welfare of the citizens of Dakota County and to protect the natural resources of the County.

Shoreland and Floodplain Zoning: Ordinance Number 50

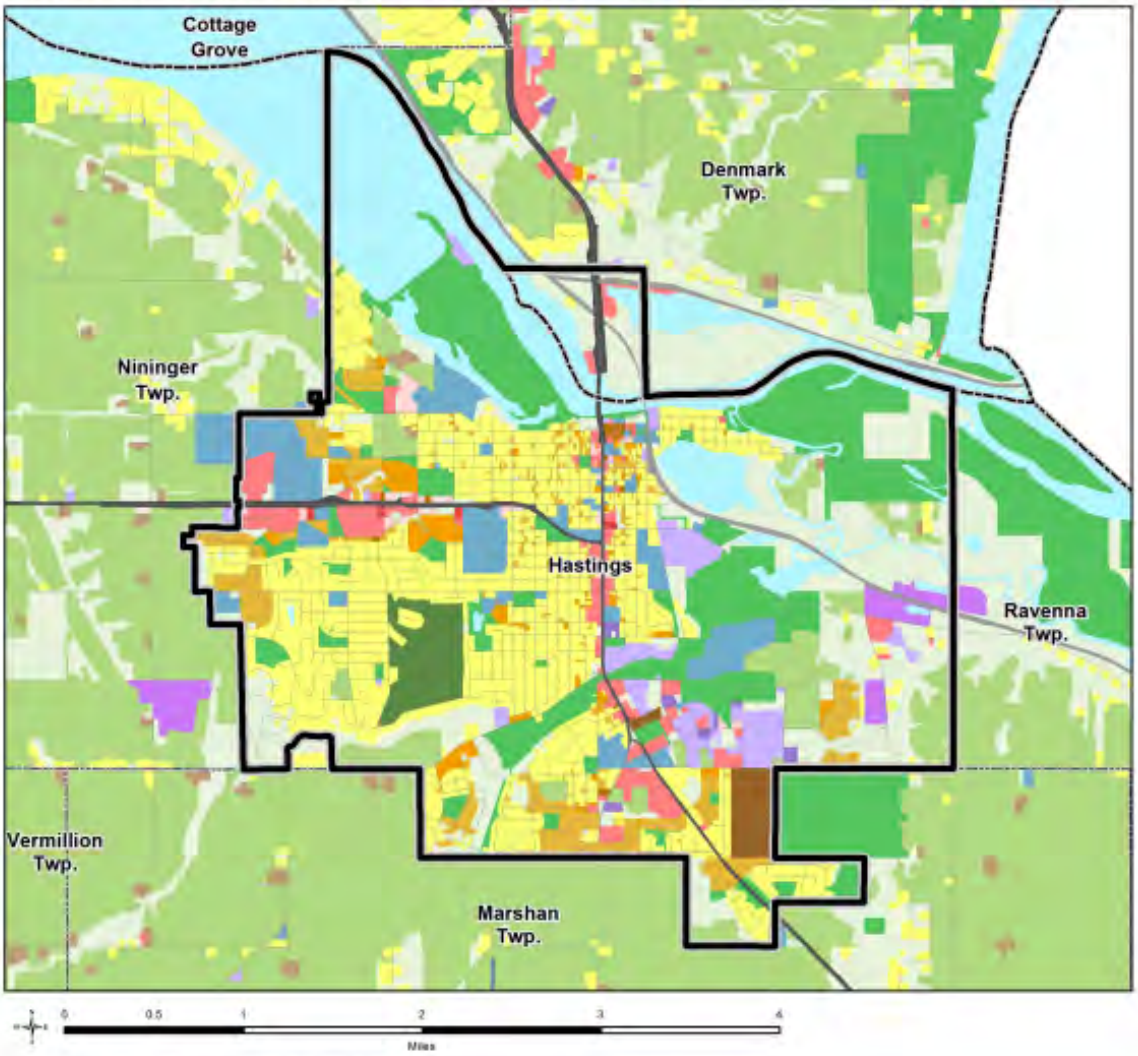
The County retains zoning authority in unincorporated areas of the County but does not exercise this authority except in rural floodplain and shoreland areas. Ordinance 50 regulates land subdivision, use, and development of shoreland and floodplain areas to preserve and enhance the quality of surface waters, to protect and preserve the outstanding values of rivers and streams, to conserve the economic and natural environmental values of shorelands, and to provide for the wise use of waters and related land resources. The County has also elected jurisdiction to enforce the State's buffer law county-wide. The law is enforced through Ordinance 50, requiring 50-foot wide permanent buffers on all Public Waters and 16.5-foot wide permanent buffers on all public ditches.

Figure 5.7: Floodplain Zoning Areas Administered by Dakota County



Source: Dakota County GIS

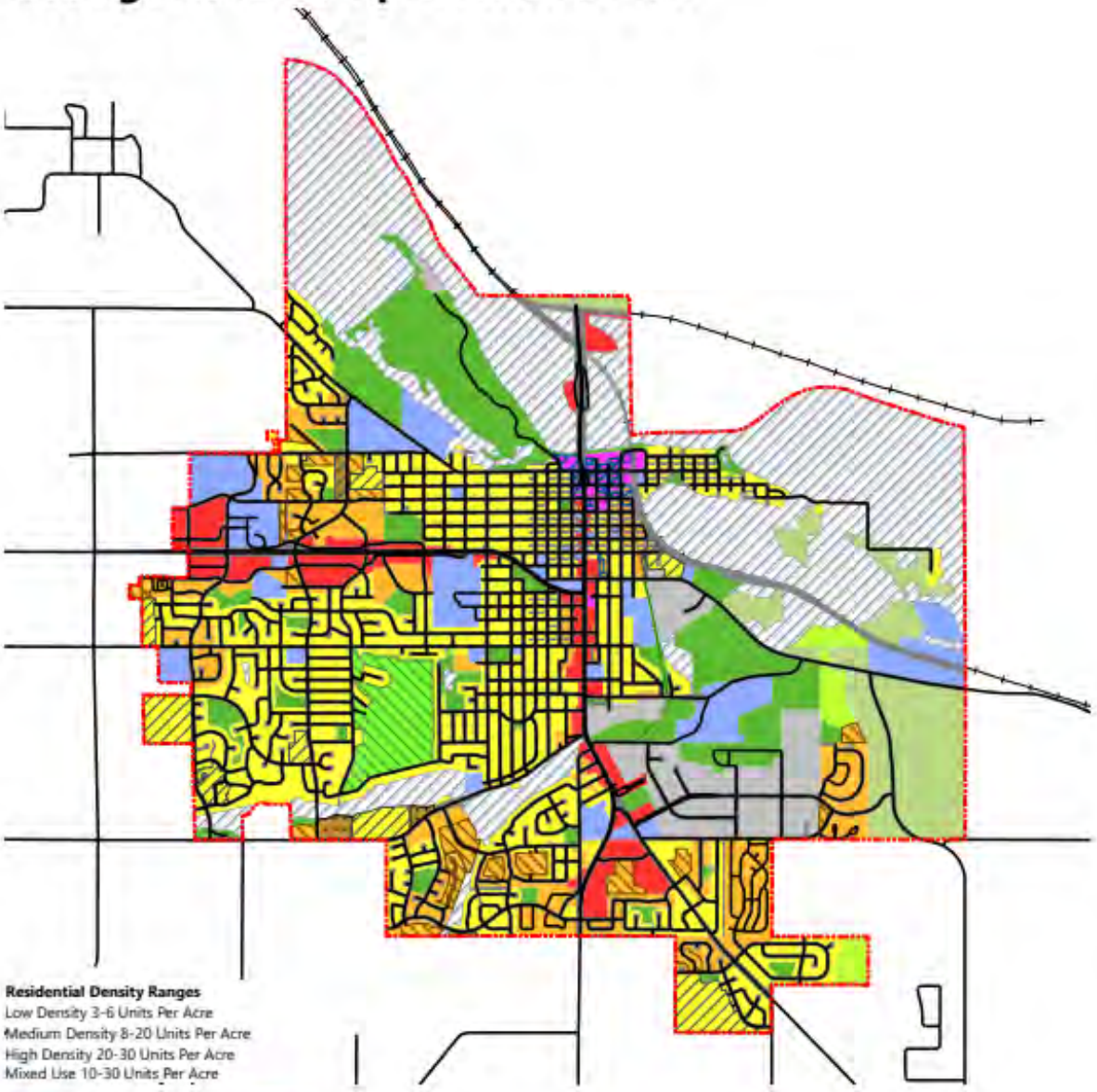
2016 Generalized Land Use
City of Hastings, Dakota & Washington Counties



2016 Generalized Land Use

- Farmstead
- Seasonal/Vacation
- Single Family Detached
- Manufactured Housing Park
- Single Family Attached
- Multifamily
- Retail and Other Commercial
- Office
- Mixed Use Residential
- Mixed Use Industrial
- Mixed Use Commercial and Other
- Industrial and Utility
- Extractive
- Institutional
- Park, Recreational or Preserve
- Golf Course
- Major Highway
- Railway
- Airport
- Agricultural
- Undeveloped
- Water
- County Boundaries
- City and Township Boundaries
- NCompass Street Centerlines

FUTURE LAND USE MAP
Hastings 2040 Comprehensive Plan



Residential Density Ranges
Low Density 3-6 Units Per Acre
Medium Density 8-20 Units Per Acre
High Density 20-30 Units Per Acre
Mixed Use 10-30 Units Per Acre

- Current City Limits
- Floodplain & Wetland Protection
- Agriculture
- Low Density Residential
- Medium Density Residential
- High Density Residential
- Mixed Use
- Commercial
- Industrial & Utility
- Institutional
- Parks
- Upland Conservation Area
- Golf Course

Forecasted Residential Growth Areas

- New Low Density Residential Growth
- New Medium Density Residential Growth
- New High Density Residential Growth
- Mixed Use Redevelopment
- Upper Story Redevelopment (Commercial on Ground Floor)

Since 1857 Hastings MINNESOTA

0 7501,500 3,000 Feet

N

Floodplains and Riparian Open Space

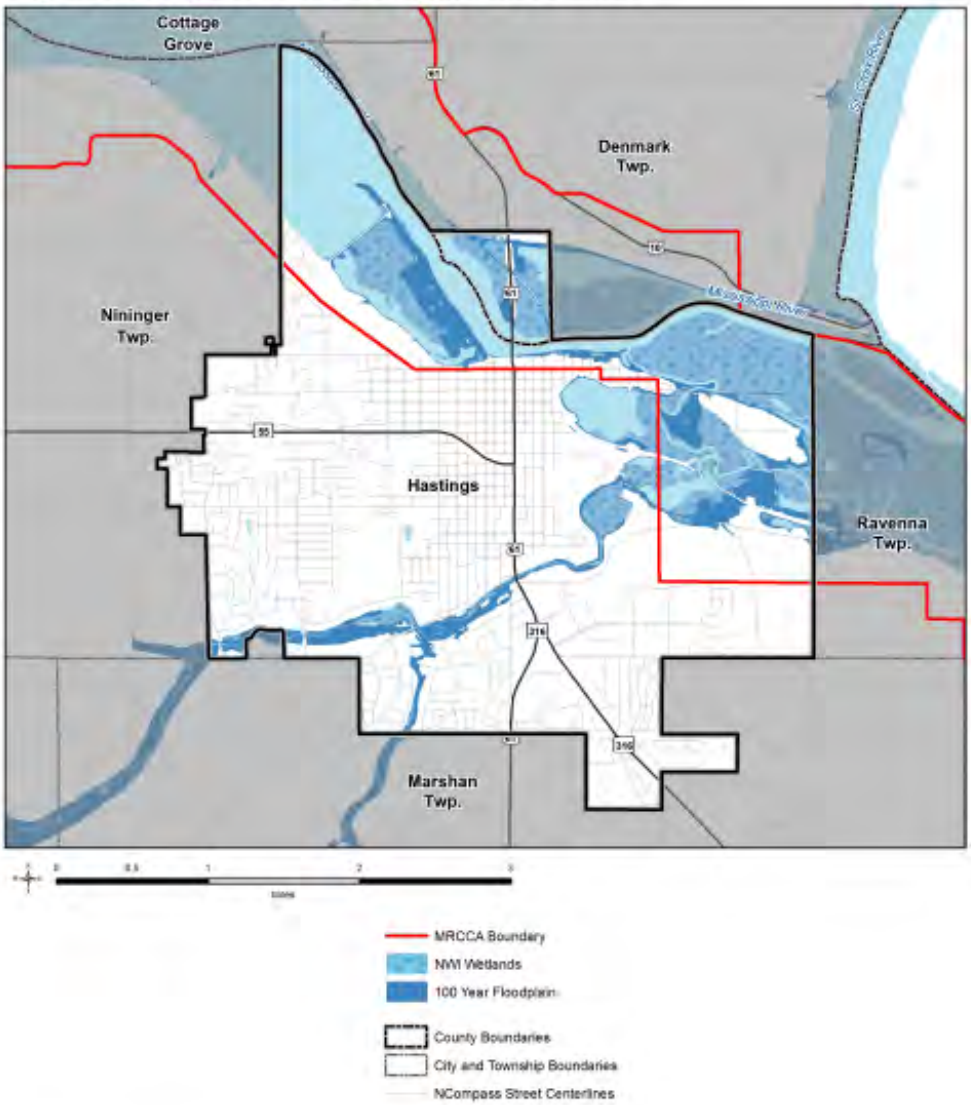
The Mississippi and Vermillion Rivers each contain extensive floodplain areas that are important to the land use planning heritage of the City.

Discussion of these resources which are located in the Hastings portion of the Mississippi National River and Recreation Area (MNRRA) corridor is found in the Mississippi River Corridor Area Plan chapter of the 2030 Comprehensive Plan, which incorporates the Critical Area and MNRRA requirements.

The western part of the City contains the portion of the Vermillion River that falls outside of the Mississippi River corridor in Hastings. The Vermillion River floodplain occupies a relatively narrow band with 100-year flood elevations that range from 783 feet at the Peavey Mill Dam to the east of Vermillion Street to 802 feet at the City's western border.

Mississippi River Corridor Critical Area - Wetlands & Floodplains

City of Hastings, Dakota & Washington Counties



Planned Bicycle Network Maps

Figure C22 Map D Planned Bicycle Network: Hastings, Nininger, Ravenna, Marshan, Vermillion

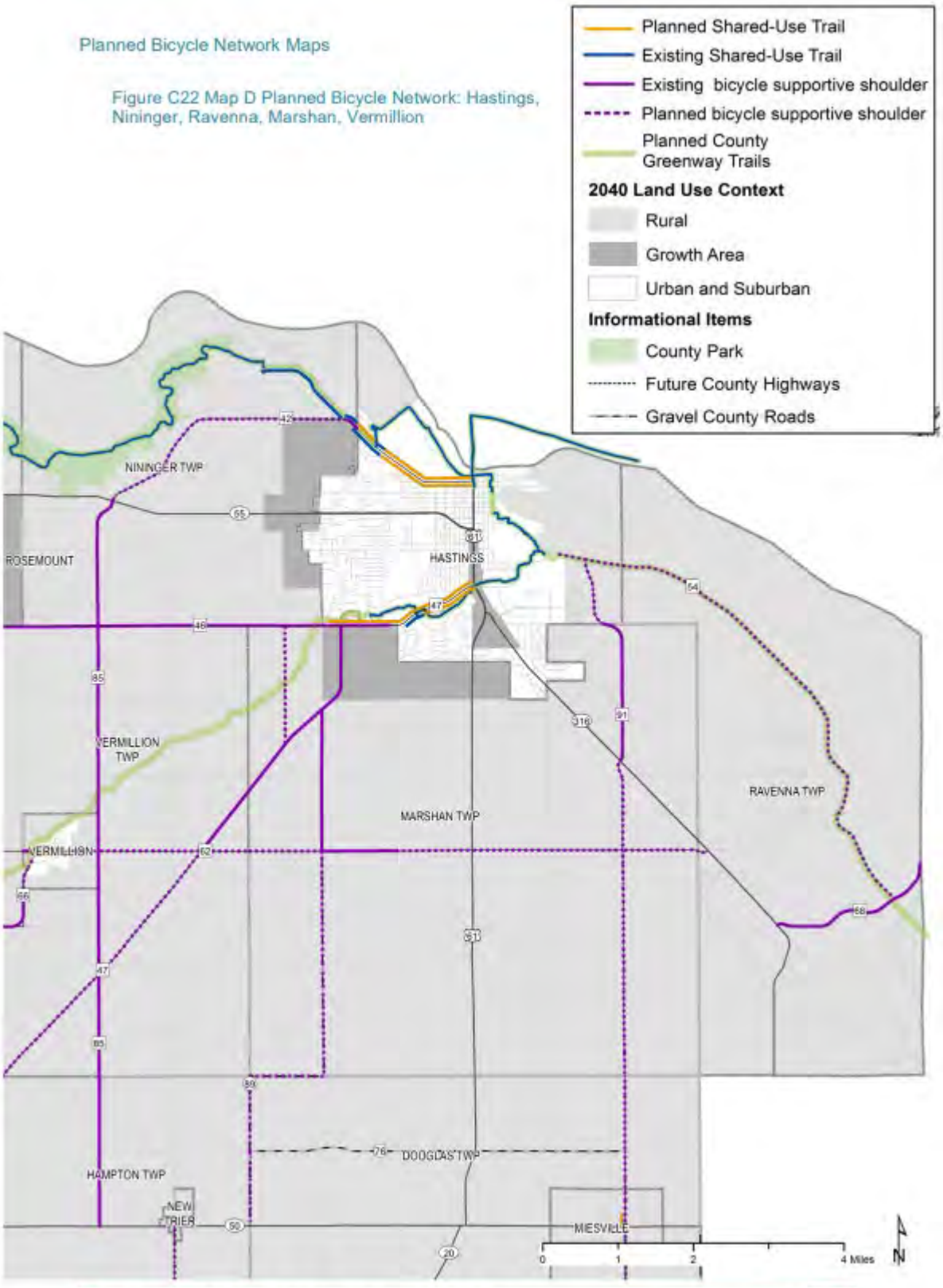
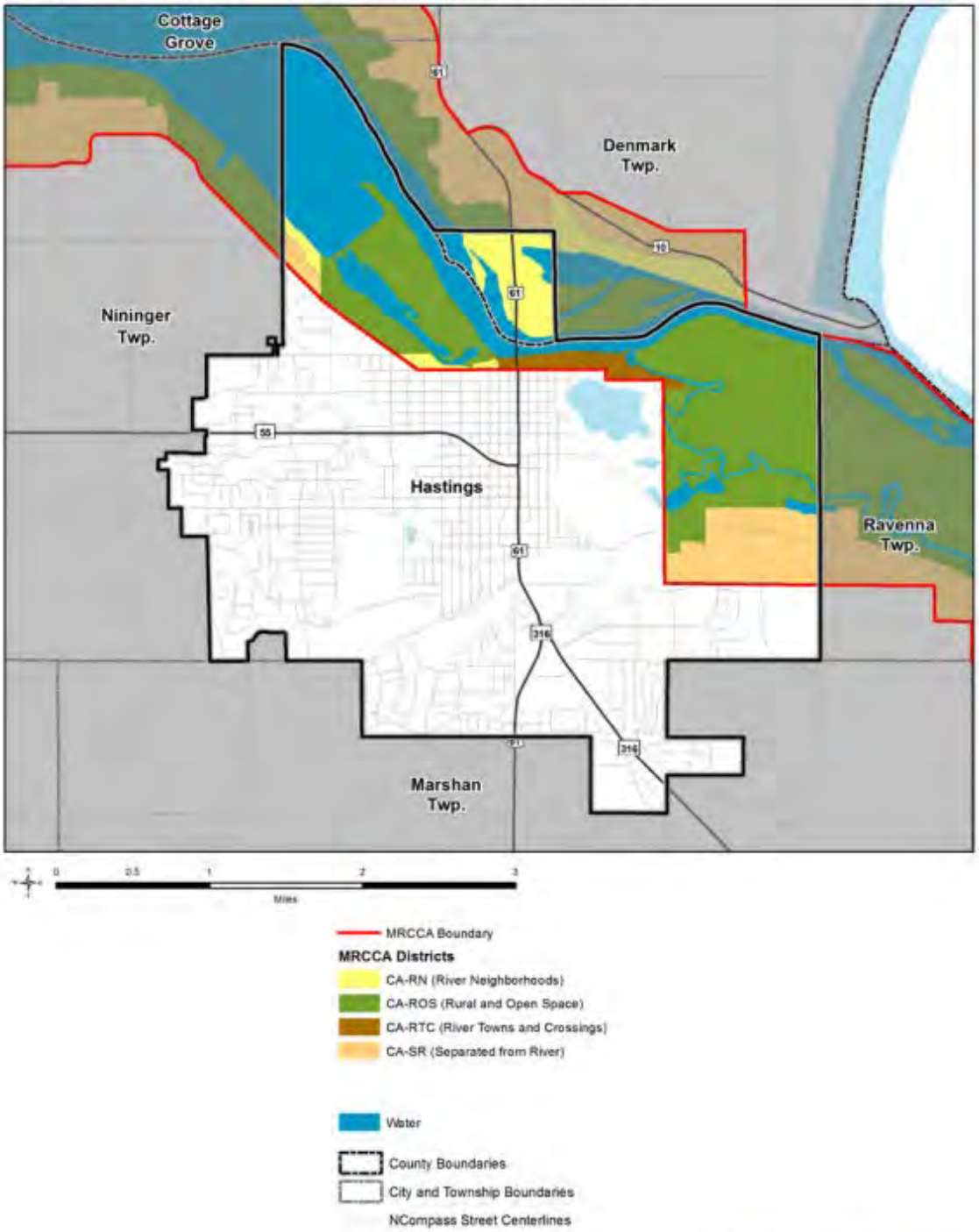
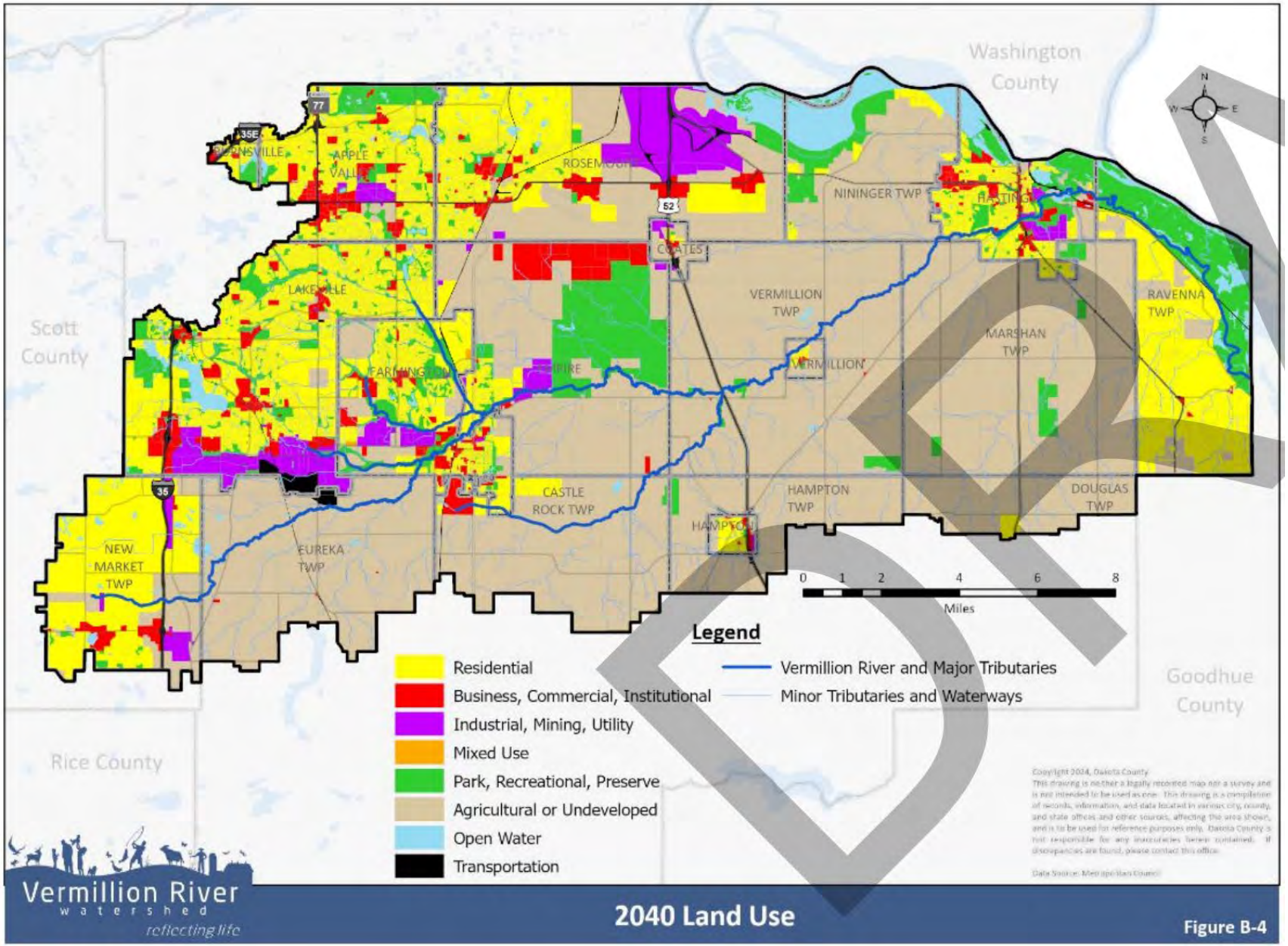


Figure 11.1

Mississippi River Corridor Critical Area Districts
City of Hastings, Dakota & Washington Counties



Source: Metropolitan Council


Washington County
Scott County
Rice County
Goodhue County
NINNGER TWP
VERMILLION TWP
MARSHAN TWP
RAVENNA TWP
CASTLE ROCK TWP
HAMPTON TWP
DOUGLAS TWP
NEW MARKET TWP
EUREKA TWP
0 1 2 4 6 8
Miles
Legend
Residential
Business, Commercial, Institutional
Industrial, Mining, Utility
Mixed Use
Park, Recreational, Preserve
Agricultural or Undeveloped
Open Water
Transportation
Vermillion River and Major Tributaries
Minor Tributaries and Waterways
Vermillion River watershed
reflecting life
2040 Land Use
Figure B-4

Appendix C

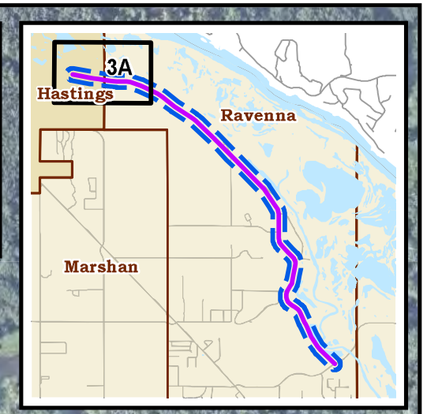
Environmental Documentation and Agency Correspondence

Site Number	Site Name (Former Site Names)	Address (Historic Address)	Property Type	Ranking Rationale	Ranking Designation
1	Legler Property (Legler Salvage and Disposal)	2100 Glendale Road	Residential	The site was historically occupied by a vehicle salvage and disposal facility.	High
2	Extreme Sandbox (Brunotte Demo)	1901 Glendale Road Hastings, MN 55033	Exempt	The site is associated with onsite vehicle maintenance, fueling, and demolition/crushing operations.	High
3	Proposed Hastings Wastewater Treatment Plan (Commercial Asphalt Company, Davies Excavating Dump)	2445 Ravenna Trail Hastings, MN 55033	Exempt	The site was historically occupied by a sand and gravel mine, an asphalt plant, and a dump, and is associated with a closed LUST listing (LS0017556).	High
4	Tradition Veterans Complex / Scheels Rink	2800 Ravenna Trail Hastings, MN 55033	Exempt	The site was historically occupied by an aggregate mine.	Medium
5	Former Soo Line Derailment Fuel Spill	Unaddressed Parcels Hastings, MN 55033	Agricultural / Residential / Exempt	The site was the location of a train derailment in 1989 which resulted in a 1,200-gallon diesel release and a spill of approximately 2,000 tons of coal. The site has also historically been used for incidental dumping.	High
6	Metropolitan Council Property (Gravel Pit, Soo Line Railroad)	15300 Ravenna Trail Hastings, MN 55033	Exempt	The site was historically occupied by a gravel pit with onsite dumping activities.	High
7	Chicago, Milwaukee, Saint Paul & Pacific Railroad	Address Unassigned	Railroad	The site is occupied by a railroad.	Low

Legend

- Alignment
- 500' Radius
- Parcel Boundary
- Former UST Location
- Former Building Location

Ranked Site
- High
- Medium
- Low



AMERICAN ENGINEERING TESTING

Map Reference:
Dakota County, Fall 2023

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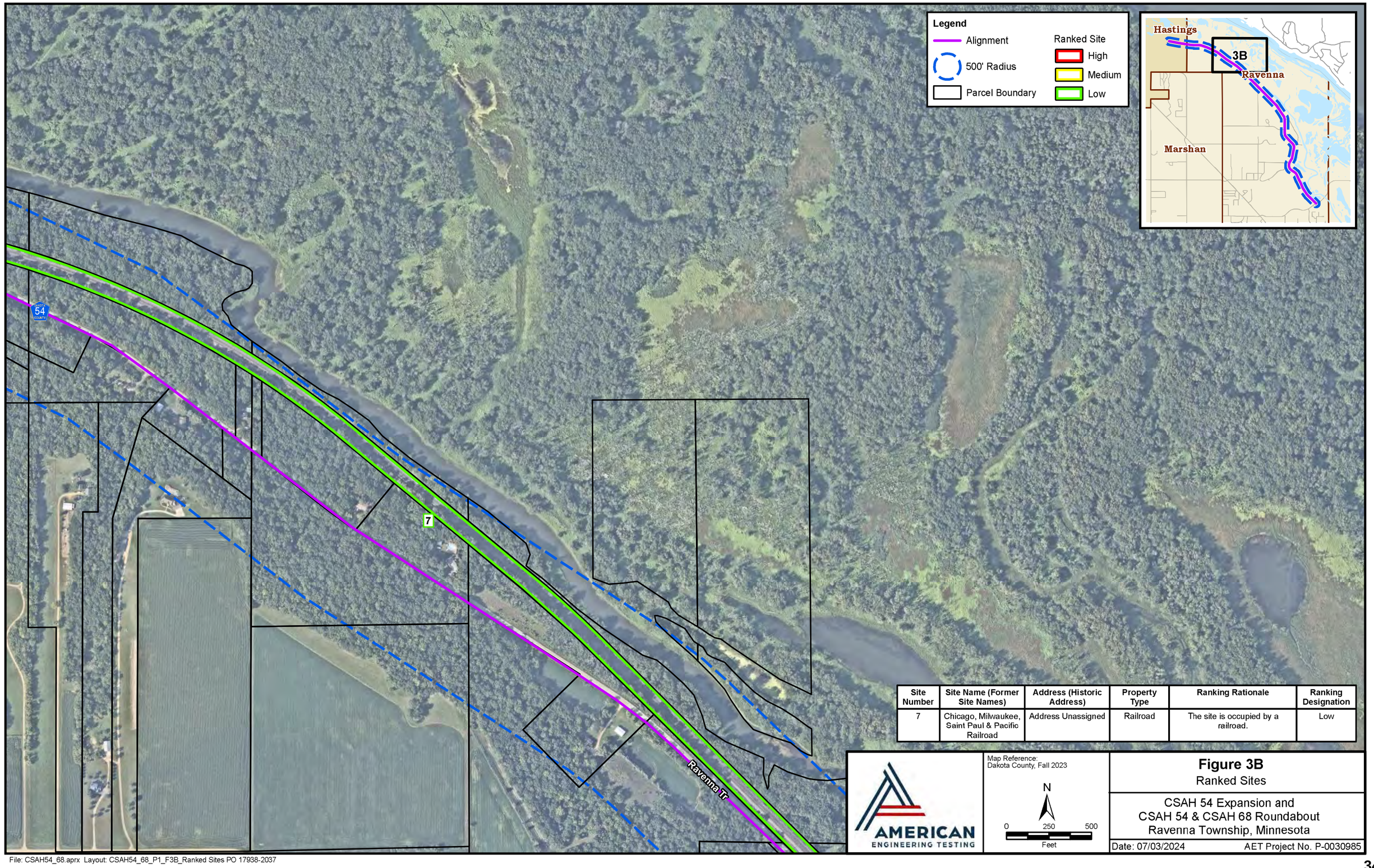
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Feet

Figure 3A
Ranked Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F3A_Ranked Sites PO 17938-2037



Site Number	Site Name (Former Site Names)	Address (Historic Address)	Property Type	Ranking Rationale	Ranking Designation
7	Chicago, Milwaukee, Saint Paul & Pacific Railroad	Address Unassigned	Railroad	The site is occupied by a railroad.	Low

AMERICAN ENGINEERING TESTING

Map Reference:
Dakota County, Fall 2023

N

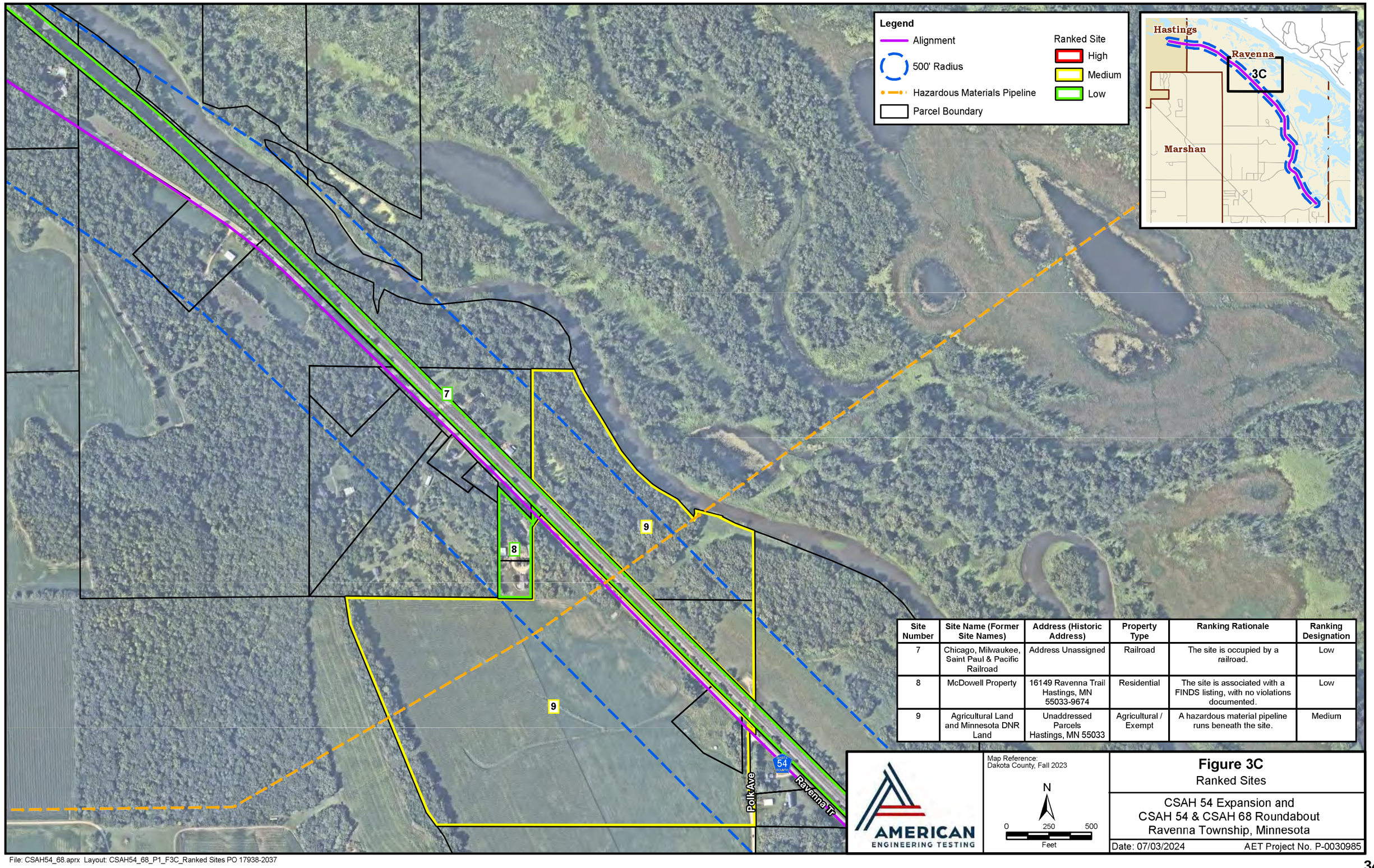
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Feet

Figure 3B
Ranked Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F3B_Ranked Sites PO 17938-2037



Site Number	Site Name (Former Site Names)	Address (Historic Address)	Property Type	Ranking Rationale	Ranking Designation
7	Chicago, Milwaukee, Saint Paul & Pacific Railroad	Address Unassigned	Railroad	The site is occupied by a railroad.	Low
8	McDowell Property	16149 Ravenna Trail Hastings, MN 55033-9674	Residential	The site is associated with a FINDS listing, with no violations documented.	Low
9	Agricultural Land and Minnesota DNR Land	Unaddressed Parcels Hastings, MN 55033	Agricultural / Exempt	A hazardous material pipeline runs beneath the site.	Medium

AMERICAN ENGINEERING TESTING

Map Reference:
Dakota County, Fall 2023

N

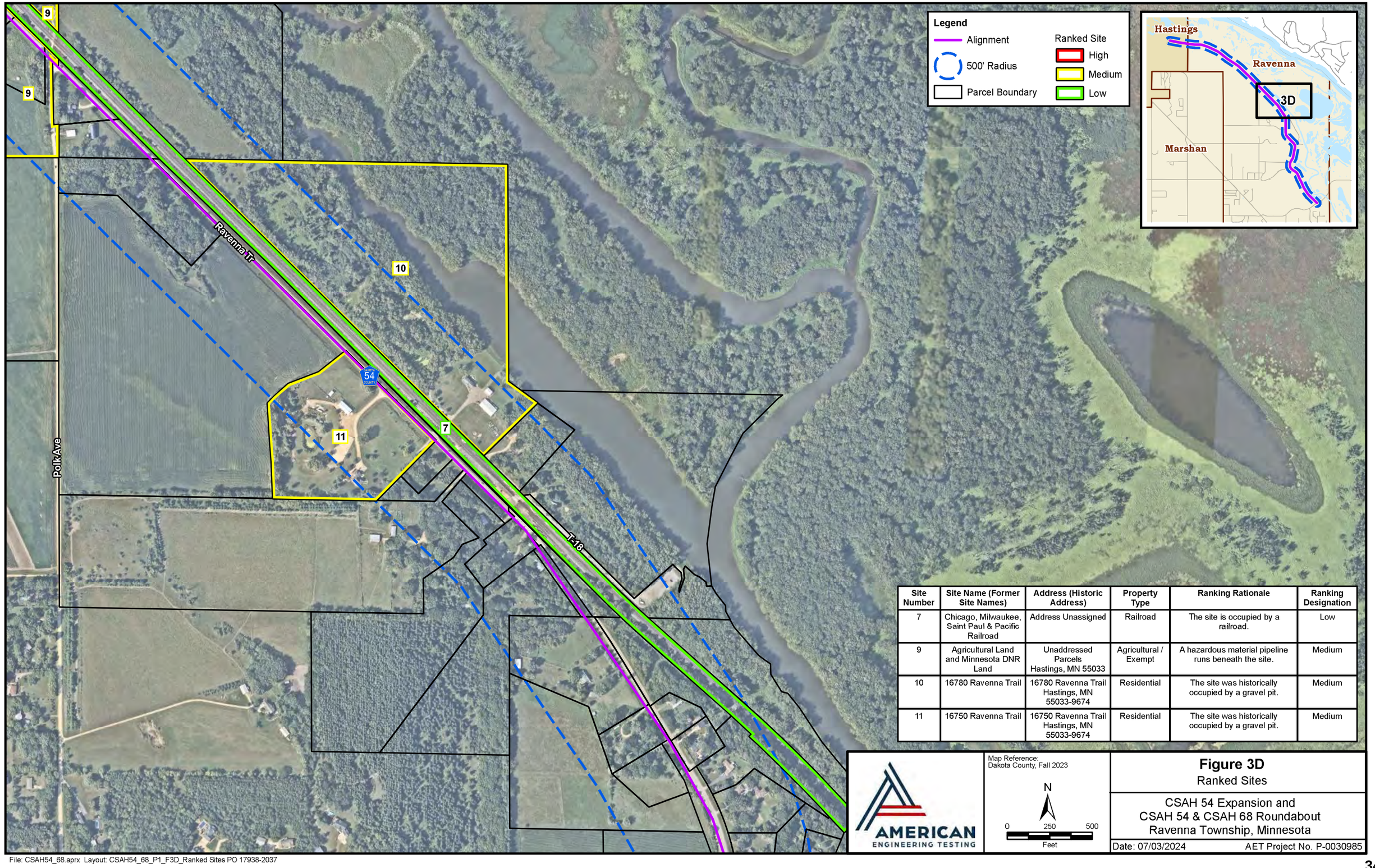
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Figure 3C
Ranked Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F3C_Ranked Sites PO 17938-2037



Site Number	Site Name (Former Site Names)	Address (Historic Address)	Property Type	Ranking Rationale	Ranking Designation
7	Chicago, Milwaukee, Saint Paul & Pacific Railroad	Address Unassigned	Railroad	The site is occupied by a railroad.	Low
9	Agricultural Land and Minnesota DNR Land	Unaddressed Parcels Hastings, MN 55033	Agricultural / Exempt	A hazardous material pipeline runs beneath the site.	Medium
10	16780 Ravenna Trail	16780 Ravenna Trail Hastings, MN 55033-9674	Residential	The site was historically occupied by a gravel pit.	Medium
11	16750 Ravenna Trail	16750 Ravenna Trail Hastings, MN 55033-9674	Residential	The site was historically occupied by a gravel pit.	Medium

AMERICAN ENGINEERING TESTING

Map Reference:
Dakota County, Fall 2023

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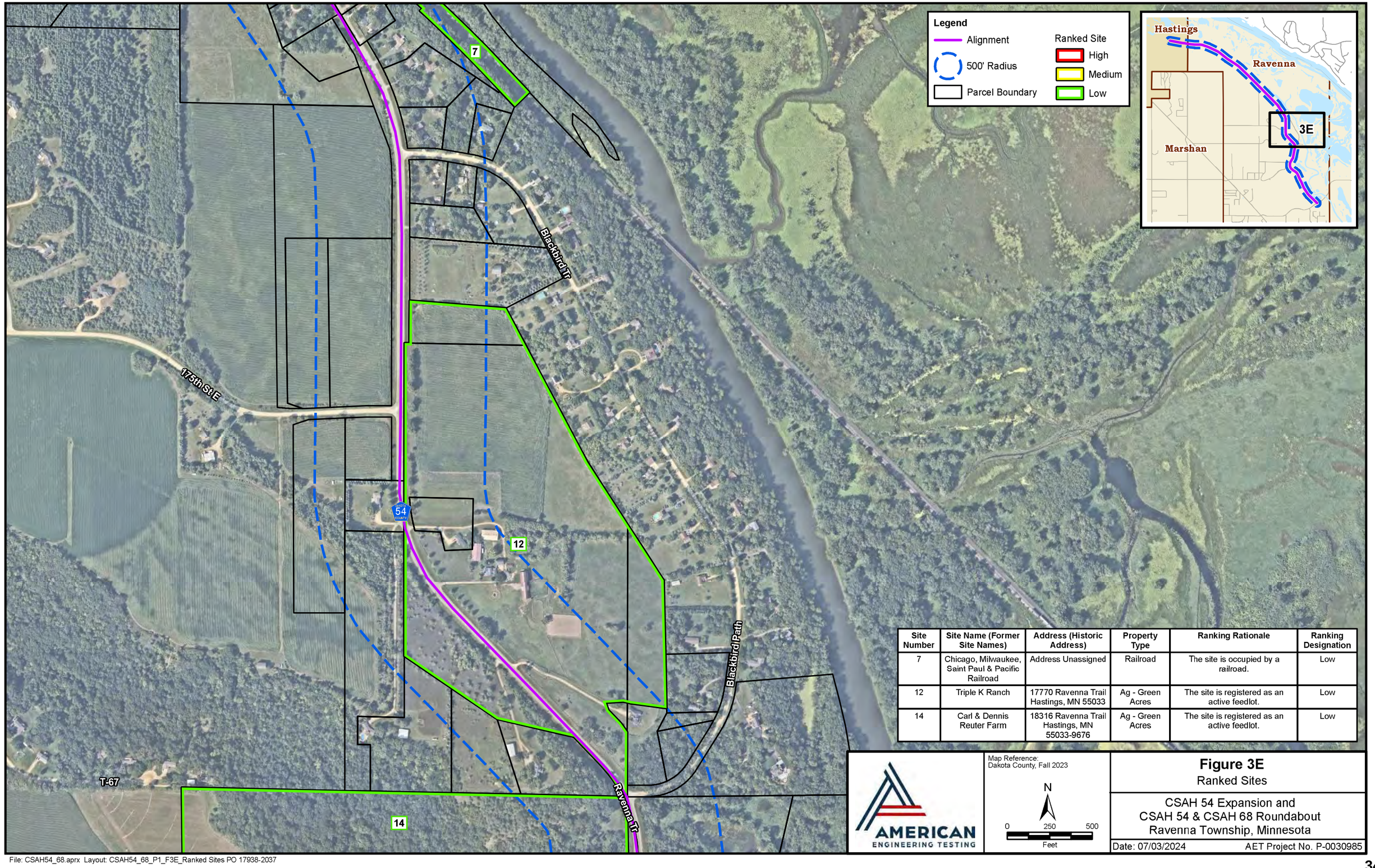
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Figure 3D
Ranked Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F3D_Ranked Sites PO 17938-2037



Site Number	Site Name (Former Site Names)	Address (Historic Address)	Property Type	Ranking Rationale	Ranking Designation
7	Chicago, Milwaukee, Saint Paul & Pacific Railroad	Address Unassigned	Railroad	The site is occupied by a railroad.	Low
12	Triple K Ranch	17770 Ravenna Trail Hastings, MN 55033	Ag - Green Acres	The site is registered as an active feedlot.	Low
14	Carl & Dennis Reuter Farm	18316 Ravenna Trail Hastings, MN 55033-9676	Ag - Green Acres	The site is registered as an active feedlot.	Low

AMERICAN ENGINEERING TESTING

Map Reference:
Dakota County, Fall 2023

N

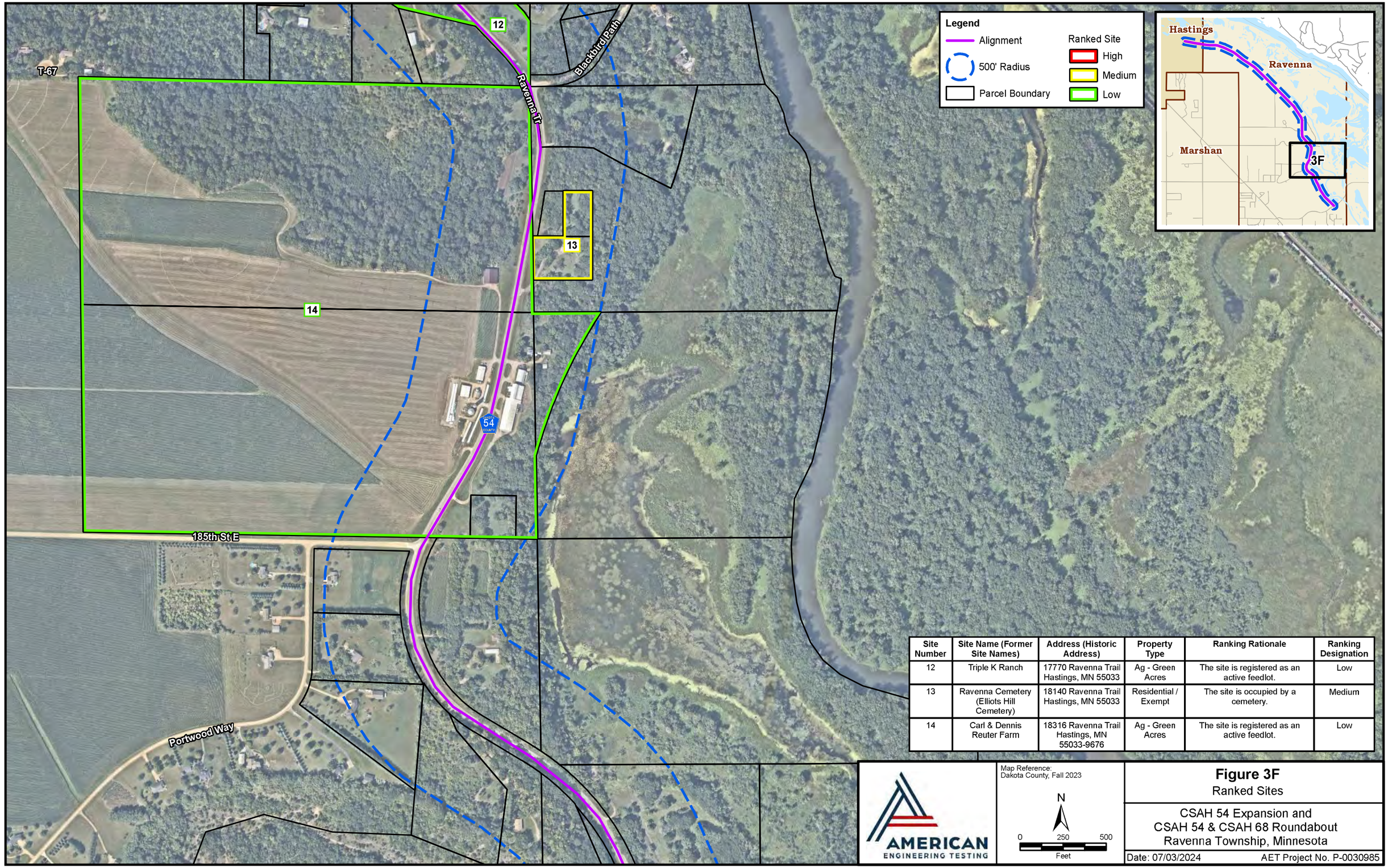
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Figure 3E
Ranked Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F3E_Ranked Sites PO 17938-2037



Site Number	Site Name (Former Site Names)	Address (Historic Address)	Property Type	Ranking Rationale	Ranking Designation
12	Triple K Ranch	17770 Ravenna Trail Hastings, MN 55033	Ag - Green Acres	The site is registered as an active feedlot.	Low
13	Ravenna Cemetery (Elliots Hill Cemetery)	18140 Ravenna Trail Hastings, MN 55033	Residential / Exempt	The site is occupied by a cemetery.	Medium
14	Carl & Dennis Reuter Farm	18316 Ravenna Trail Hastings, MN 55033-9676	Ag - Green Acres	The site is registered as an active feedlot.	Low

AMERICAN ENGINEERING TESTING

Map Reference:
Dakota County, Fall 2023

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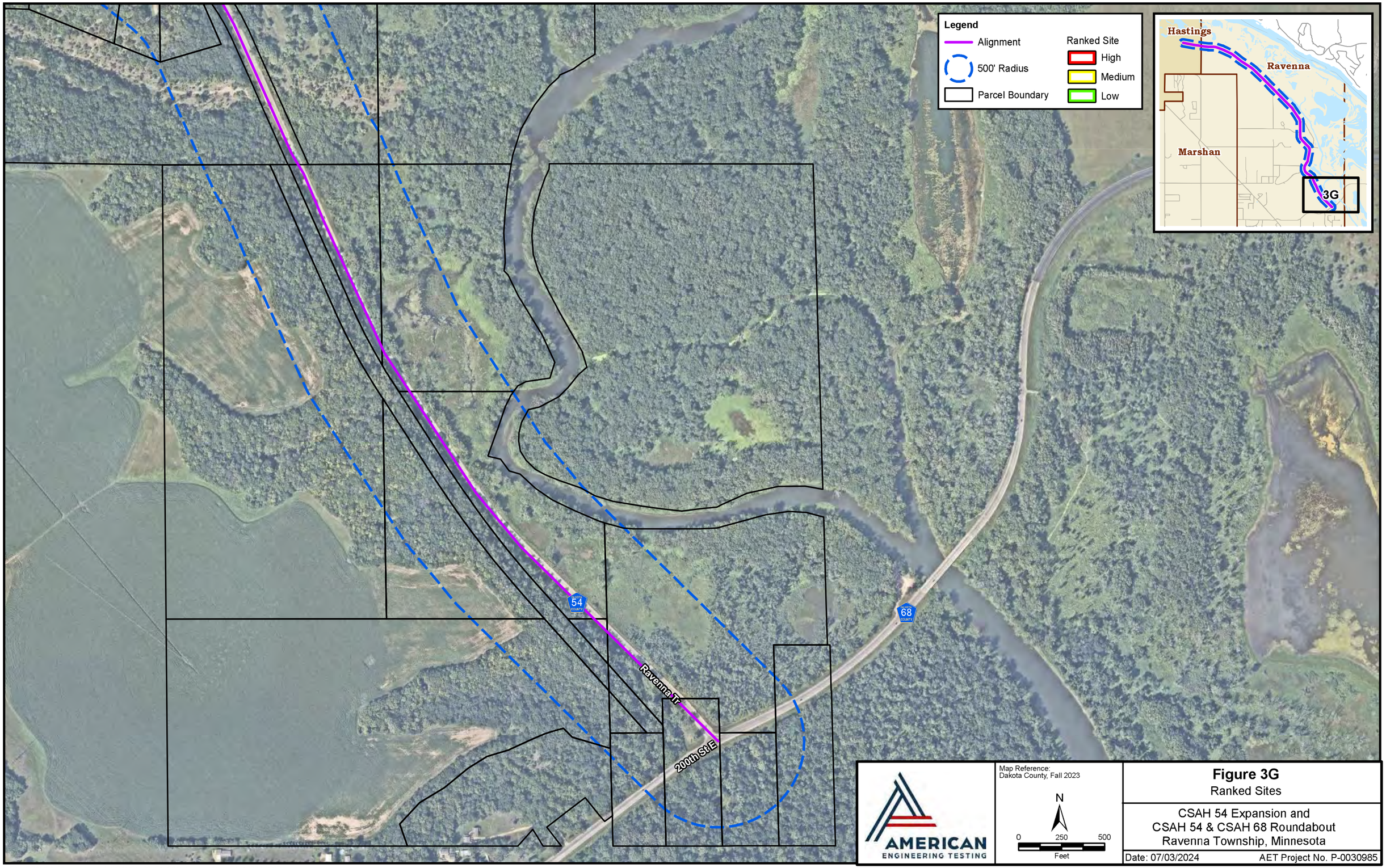
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Figure 3F
Ranked Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F3F_Ranked Sites PO 17938-2037



Map Reference:
Dakota County, Fall 2023

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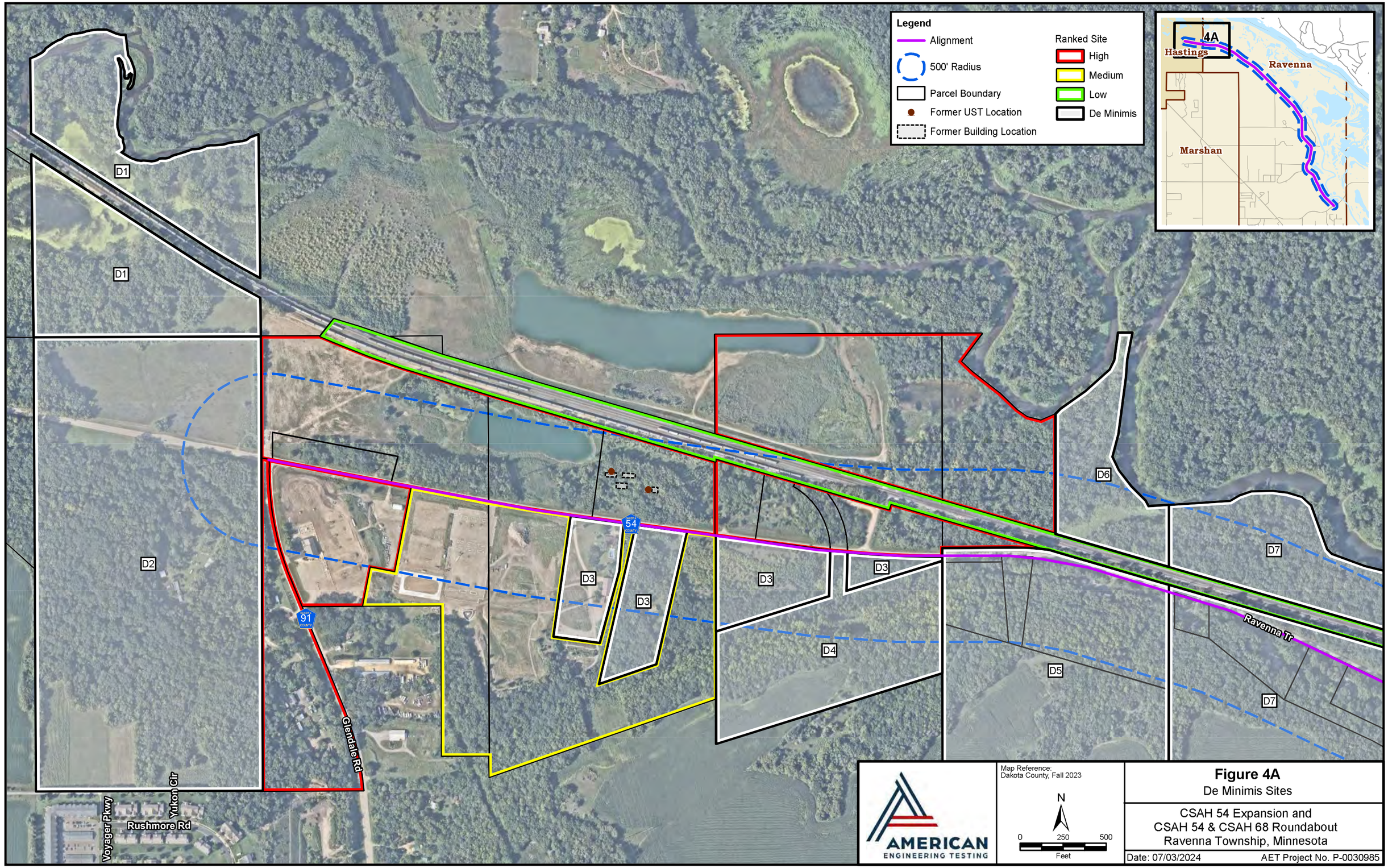
AMERICAN ENGINEERING TESTING

Figure 3G
Ranked Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F3G_Ranked Sites PO 17938-2037



AMERICAN ENGINEERING TESTING

Map Reference:
Dakota County, Fall 2023

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0 250 500
Feet

Figure 4A
De Minimis Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

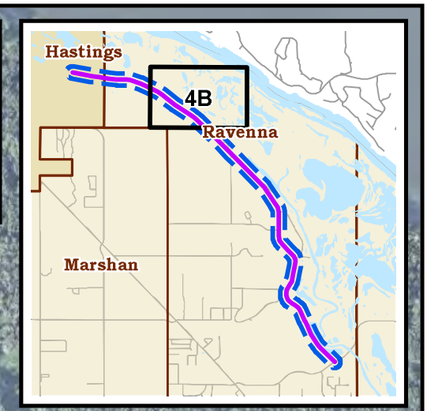
Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F4_DeMinimis PO 17938-2037

Legend

- Alignment
- 500' Radius
- Hazardous Materials Pipeline
- Parcel Boundary

Ranked Site
- High
- Medium
- Low
- De Minimis



D7
D9
D7
D9
54
D12
D11
D8
D10
D14
D14
D13
D13
Ravenna Tr
D15

AMERICAN ENGINEERING TESTING

Map Reference:
Dakota County, Fall 2023

N

0 250 500
Feet

Figure 4B
De Minimis Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F4_DeMinimis PO 17938-2037

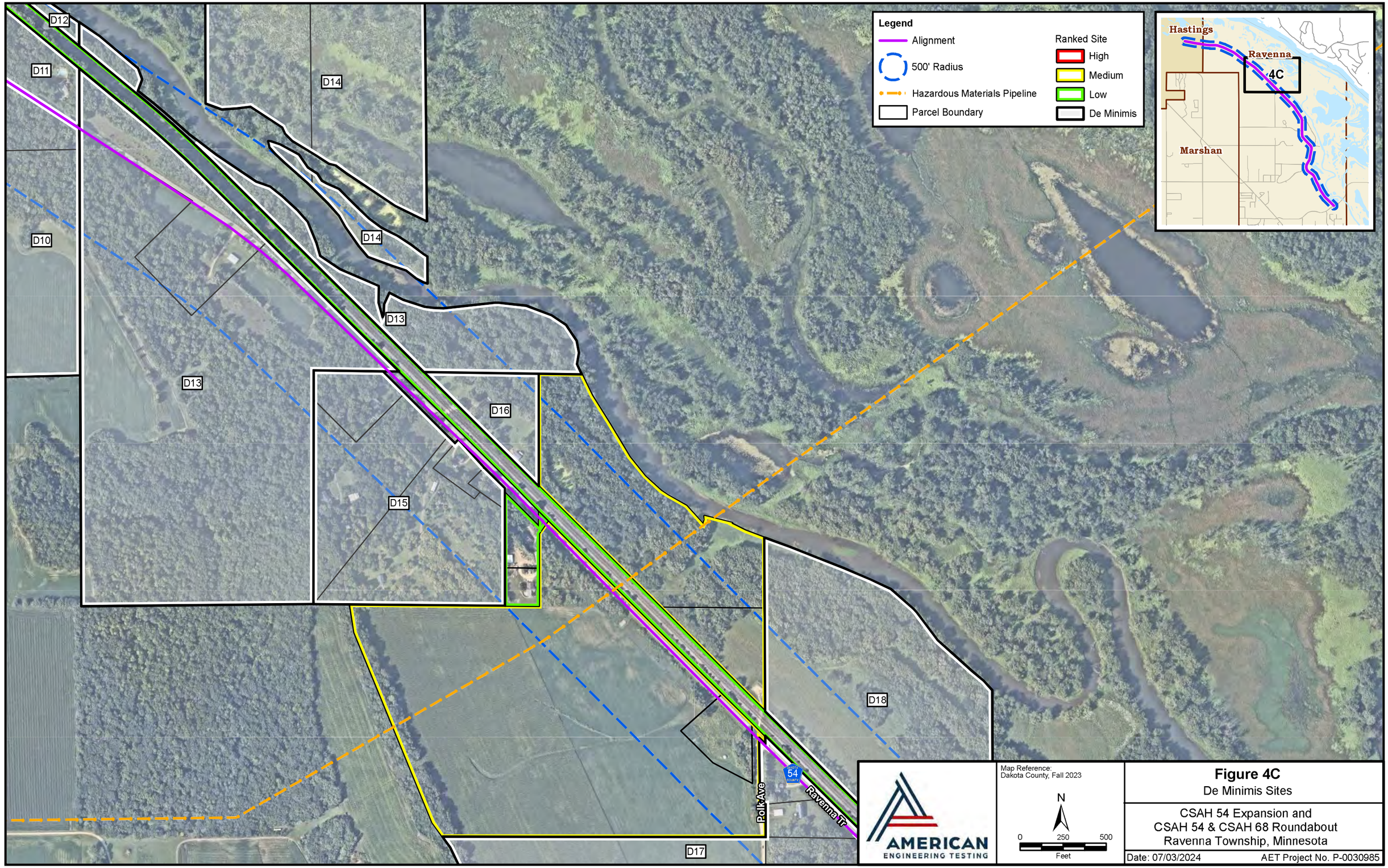
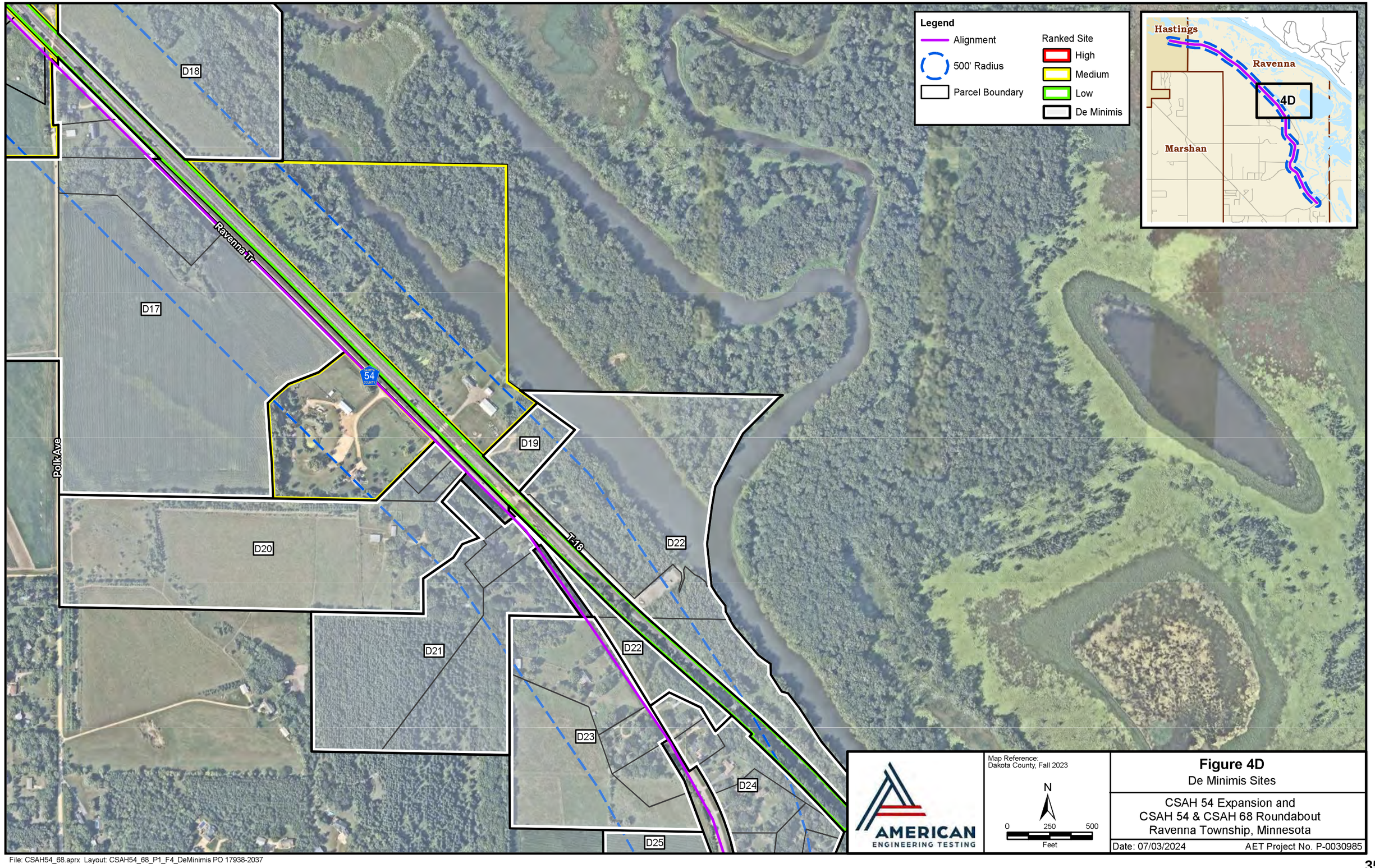


Figure 4C
De Minimis Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F4_DeMinimis PO 17938-2037



AMERICAN ENGINEERING TESTING

Map Reference:
Dakota County, Fall 2023

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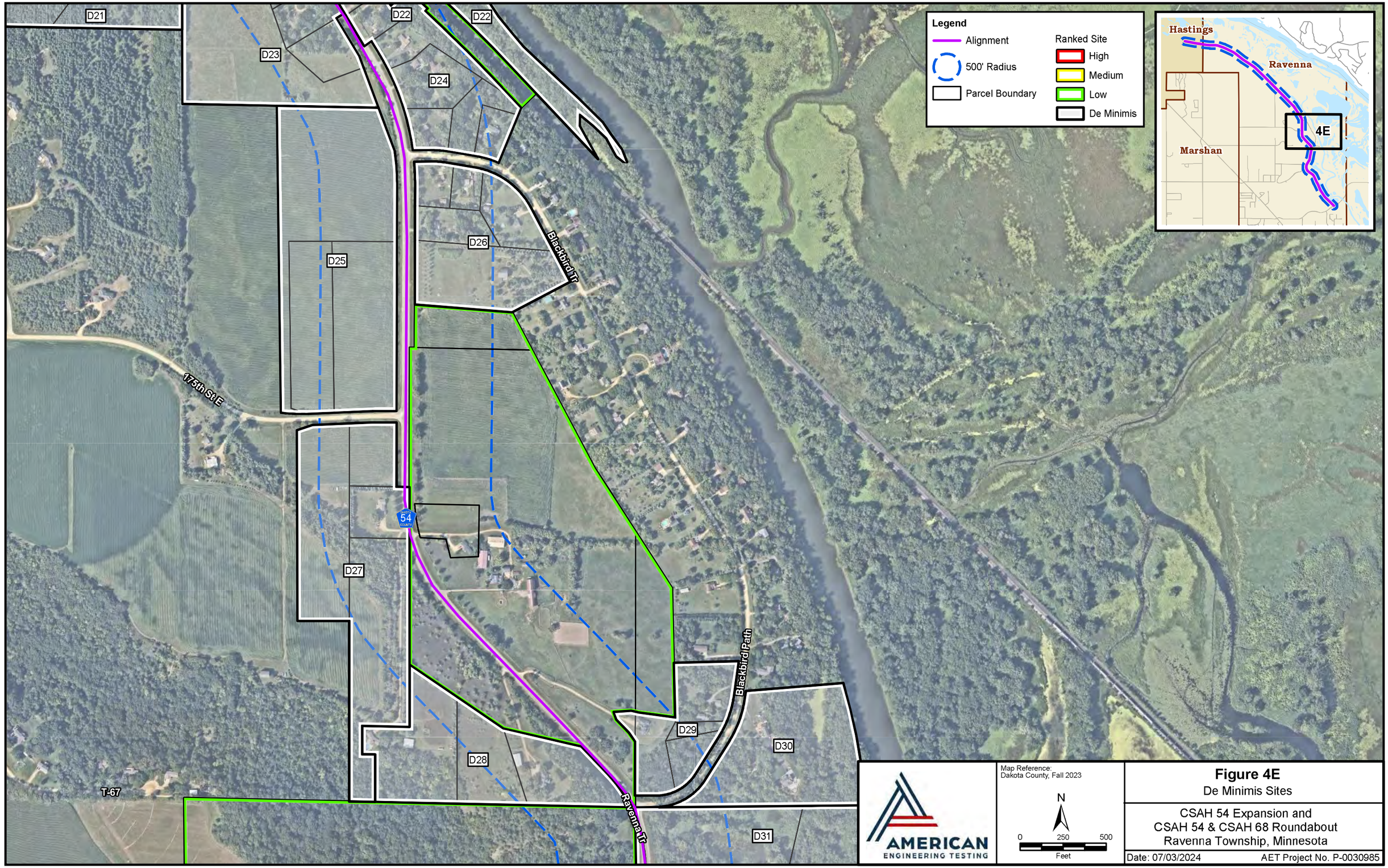
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Feet

Figure 4D
De Minimis Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

File: CSAH54_68.aprx Layout: CSAH54_68_P1_F4_DeMinimis PO 17938-2037



Map Reference:
Dakota County, Fall 2023

N

0 250 500
Feet

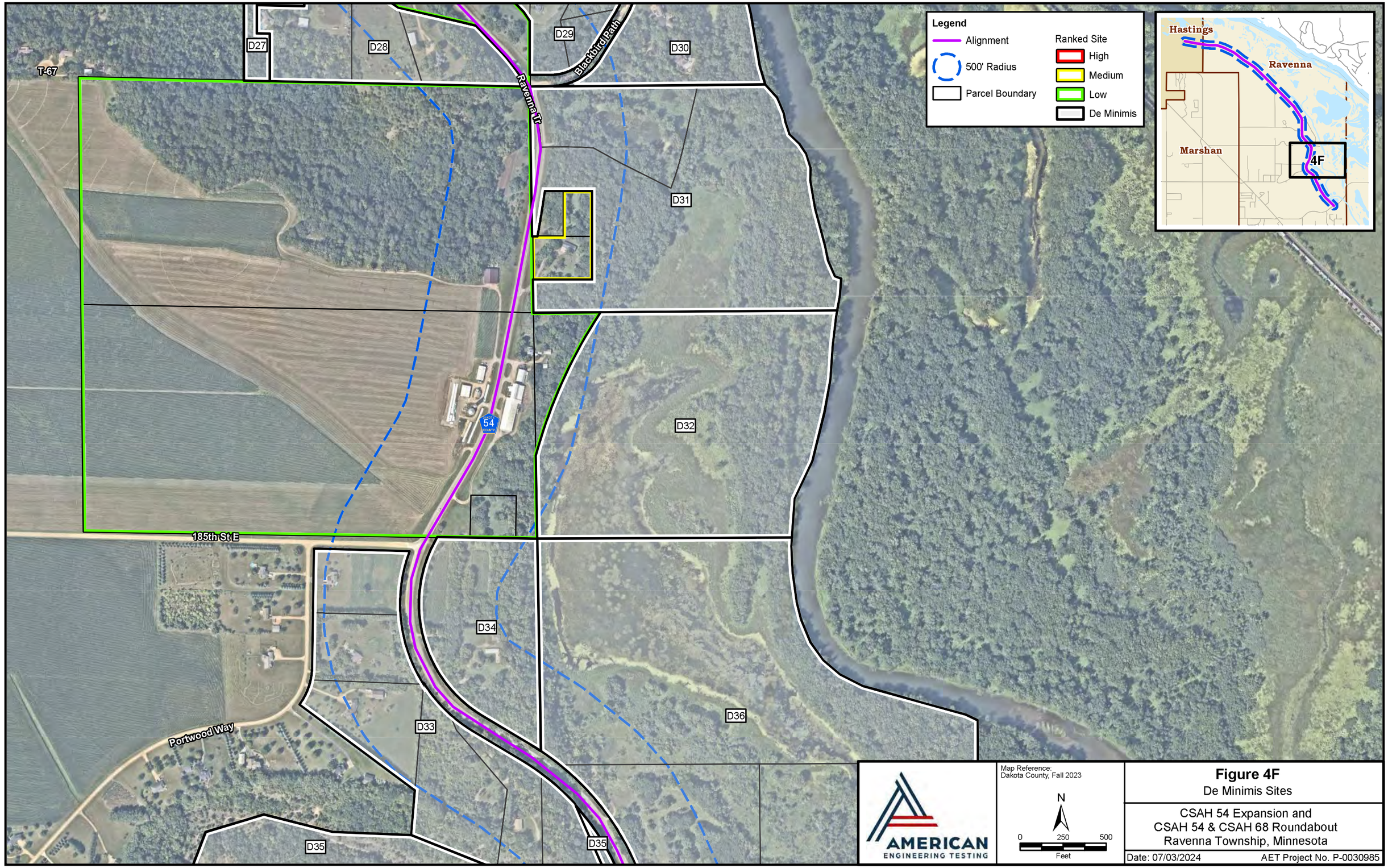
AMERICAN ENGINEERING TESTING

Figure 4E
De Minimis Sites

CSAH 54 Expansion and
CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

Date: 07/03/2024 AET Project No. P-0030985

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Dakota County, Fall 2023

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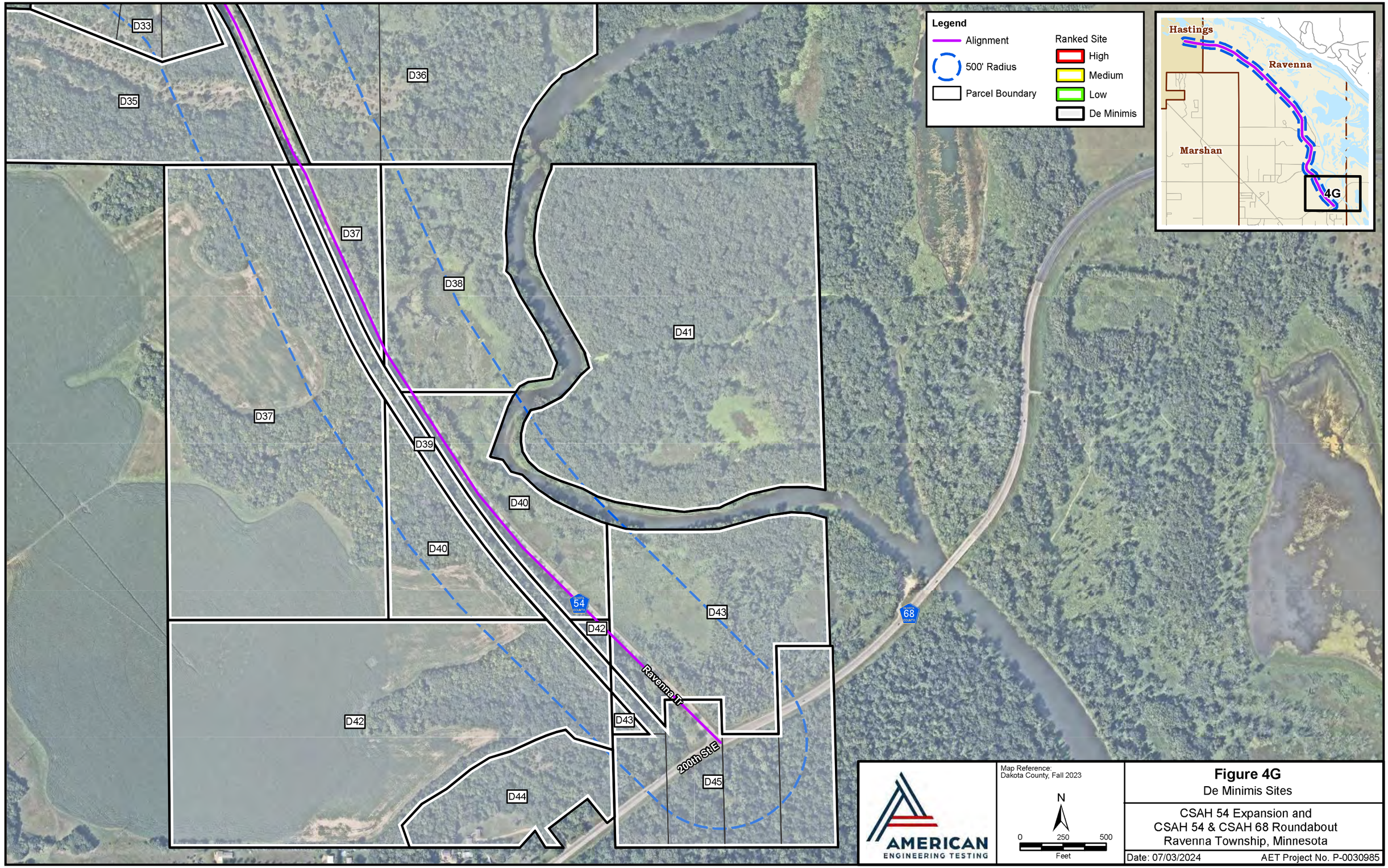
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CSAH 54 & CSAH 68 Roundabout
Ravenna Township, Minnesota

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Phase I Archaeological Survey Report

CSAH 54 Expansion and Improvements

Prepared for Kimley-Horn

City of Hastings, Prairie Island Indian Community, and Ravenna Township, Dakota County, Minnesota

MnDOT Contract No.
County Project No. 54-011
OSA License No. 25-231
SHPO No. 2025-0113

October 3, 2025

Prepared by:
Laura Koski, Co-Principal Investigator
(OSA License #25-231);
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Management Summary

Dakota County, in partnership with the City of Hastings, Prairie Island Community and Ravenna Township, propose improvements to County State Aid Highway (CSAH) 54 (Ravenna Trail) from Hastings city limits to CSAH 68 (200th Street E) and the construction of a roundabout at the intersection of CSAH 54 and CSAH 68 in Ravenna Township (Project). The Project is taking place in Sections 5, 6, 8, 9, 16, and 17 of Township 114N, Range 16W and Section 31 of Township 115N, Range 16W and Sections 35 and 36 of Township 115N, Range 17W. Kimley-Horn retained HDR to conduct a Phase I Archaeological Survey.

The Project is considered a state undertaking as it anticipates Minnesota Department of Transportation (MnDOT) funding and oversight. The Project will need to comply with state laws governing cultural resources, primarily including the Minnesota Historic Sites Act (Minnesota Statutes, section 138.661-138.669), Minnesota Field Archaeology Act (Minnesota Statutes, section 138.31-138.42), Minnesota Private Cemeteries Act (Minnesota Statutes, section 307.08), and the Minnesota Tribal Nations Consultation Policy (Minnesota Statutes, section 10.65). A federal nexus is not currently anticipated for this project. However, if a federal nexus is identified in the future, compliance with Section 306108 (previously Section 106 and hereinafter referred to as Section 106) of the National Historic Preservation Act of 1966, as amended (54 United States Code § 306108) and its implementing regulations, 36 Code of Federal Regulations (CFR) Part 800 et. seq. may be necessary. Section 106 addresses the effects of federal undertakings on historic properties (properties listed in or eligible for listing in the NRHP). Cultural resources studies may be needed to identify if unknown historic properties may be impacted, as well as to assess effects to those properties and resolve adverse effects, if identified. This report and its recommendations have been prepared under the assumption a federal nexus will be identified, and Section 106 review will be required.

Laura Koski and John Seidl acted as HDR's Co-Principal Investigators for this survey under Koski's OSA license #25-231. HDR conducted the Phase I Archaeological Survey between the dates July 21 to July 25, July 28 to August 1, and August 6, 2025. The Project Area coincides within the Southwest Riverine SHPO Subregions 3E and 3W. The Project Area measures approximately 85-acres. HDR utilized a combination of systematic shovel testing at 15-meters and pedestrian survey for areas where ground surface visibility was greater than 25%. No archaeological sites were identified. Considering no cultural resources were identified within the Project extents, HDR recommends no further survey for this project. HDR does recommend monitoring within 500 feet of burial site 21DK0089/DK-RAV-00006.

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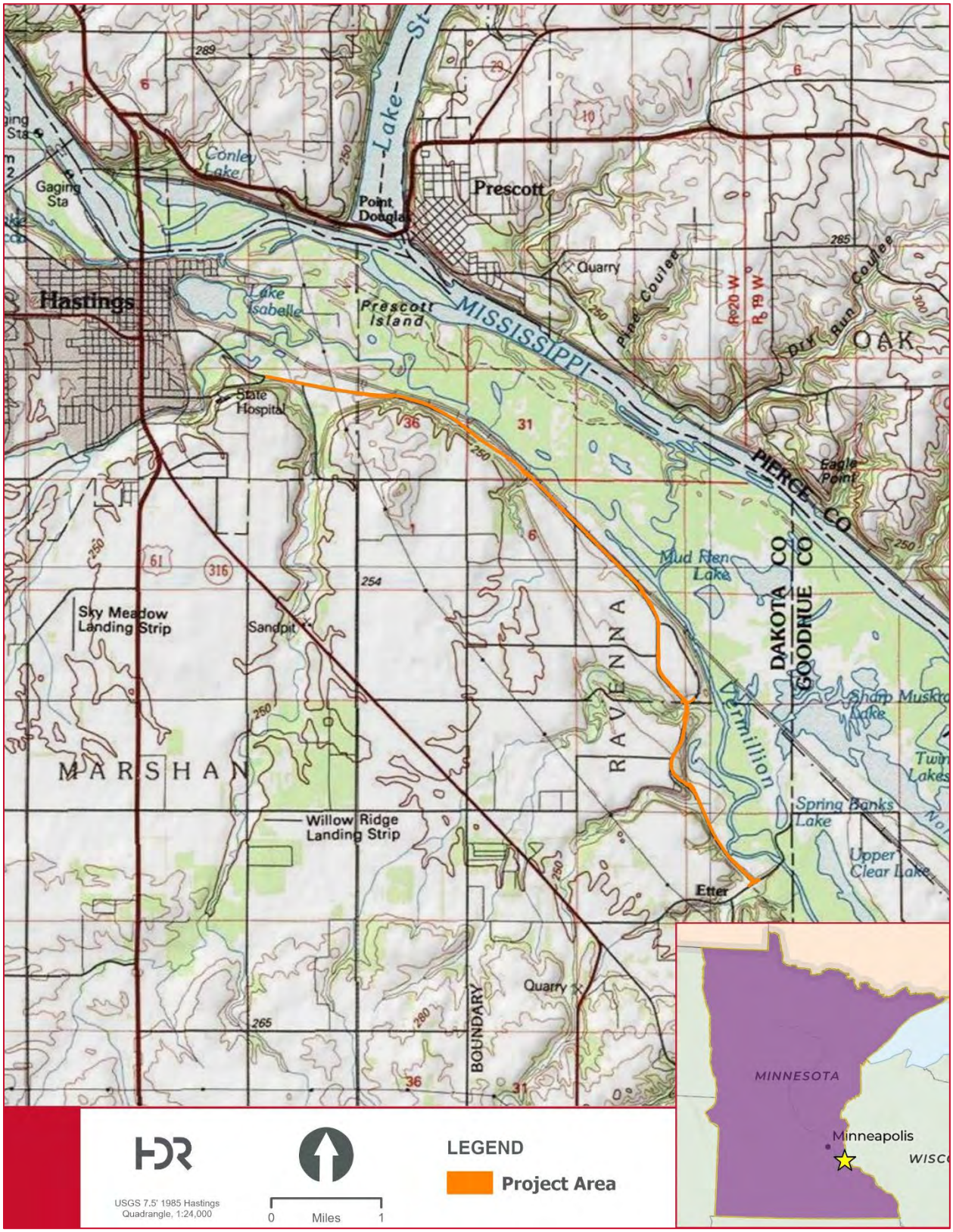
Introduction

Dakota County and the Minnesota Department of Transportation (MnDOT) are proposing capital improvements to County-State Aid Highway (CSAH) 54 in Dakota County, Minnesota (Project). The Project Area comprises the maximum extent of anticipated construction limits, equaling approximately 85-acres, and is located in Sections 5, 6, 8, 9, 16, and 17 of Township 114N, Range 16W and Section 31 of Township 115N, Range 16W and Sections 35 and 36 of Township 115N, Range 17W (Centroid UTM 15T 517551N 4951335E) (**Figure 1**). CSAH 54 is a high-speed, two-lane rural highway connecting the City of Hastings and the Prairie Island Indian Community. The road has a documented crash history, lacking turn lanes and standard shoulders, with limited multimodal opportunities. Reconstruction of CSAH 54 will enhance traffic safety, improve access to the Prairie Island Indian Community, and allow for the extension of the Mississippi River Trail as part of the County's Greenway Trail system.

Kimley-Horn is completing design services for the Project. The final design will include turn lanes, shoulder widening, culvert and bridge replacement, and construction of a roundabout at the CSAH 68 intersection. This replacement will improve CSAH 54 roadway operations, safety, replace aging infrastructure, and implement the necessary drainage. Kimley-Horn is also exploring the viability and constructability of a multi-use trail along the CSAH 54 corridor from Hastings to CSAH 68. The construction of the roundabout at the intersection of CSAH 54 (Ravenna Trail) and CSAH 68 (200th Street E) in Ravenna Township will improve the intersection operations and provide safer travel for increasing traffic levels.

The Project is considered a state undertaking as it anticipates MnDOT funding and oversight. The Project will need to comply with state laws governing cultural resources, primarily including the Minnesota Historic Sites Act (Minnesota Statutes, section 138.661-138.669), Minnesota Field Archaeology Act (Minnesota Statutes, section 138.31-138.42), Minnesota Private Cemeteries Act (Minnesota Statutes, section 307.08), and the Minnesota Tribal Nations Consultation Policy (Minnesota Statutes, section 10.65). A federal nexus is not currently anticipated for this project. However, if a federal nexus is identified in the future, compliance with Section 306108 (previously Section 106 and hereinafter referred to as Section 106) of the National Historic Preservation Act of 1966, as amended (54 United States Code § 306108) and its implementing regulations, 36 Code of Federal Regulations (CFR) Part 800 et. seq. may be necessary. Section 106 addresses the effects of federal undertakings on historic properties (properties listed in or eligible for listing in the NRHP). Cultural resources studies may be needed to identify if unknown historic properties may be impacted, as well as to assess effects to those properties and resolve adverse effects, if identified. This investigation and its recommendations have been prepared under the assumption a federal nexus will be identified, and Section 106 review will be required.

Figure 1. Project Location on USGS Topographic Map



Methodology

Objectives

A Phase IA Literature Review and Archaeological Assessment for the Project (Koski and Seidl 2024) assessed the Project Area as containing high potential for Precontact archaeological sites based on a high frequency of nearby identified archaeological sites and the proximity to the nearby Vermillion River. HDR conducted a subsequent Phase I Archaeological Survey with two objectives.

1) Testing the survey areas recommended in the Phase IA Literature Review and Archaeological Assessment prepared by HDR (Koski and Seidl 2024).
2) Identifying whether cultural resources are located within the Project Area.

Methods

The Phase I Archaeological Survey was conducted in accordance with the Minnesota SHPO Manual for Archaeological Projects in Minnesota (Anfinson 2005), the State Archaeologist's Manual for Archaeological Projects in Minnesota (OSA 2011), the MnDOT Cultural Resources Unit (CRU) Project and Report Requirements (MnDOT 2017), and the Secretary of Interior's Standards and Guidelines for Archeology and Historic Preservation [48 Federal Register 44716-44740] (National Park Service [NPS] 1983).

Research

In September 2024, HDR archaeologists completed a Phase IA Literature Review and Archaeological Assessment (Koski and Seidl 2024). The background research utilized the Minnesota Statewide Historic Inventory Portal (MnSHIP) records maintained by the State Historic Preservation Office (SHPO) and the Minnesota Office of the State Archaeologist (OSA) online portal to identify known Precontact and Post-Contact archaeological sites within one mile of the Project Area, and architectural properties within one-quarter mile of the Project Area. The National Park Service's online National Register of Historic Places (NRHP) information was reviewed to confirm if NRHP Listed Historic Properties or National Historic Landmarks are present within the Project Area. The results of the Phase IA Literature Review and Archaeological Assessment are summarized in the Error! Reference source not found. section. HDR also completed an updated literature review in June of 2025 to identify whether additional archaeological sites or architectural properties had since been reported to OSA or SHPO in the time between the publication of the Phase IA Literature Review and Archaeological Assessment (Koski and Seidl 2024) and the results of the fieldwork as described in this report.

Field Survey

Utilizing the research results, the Phase I Archaeological Survey focused on Survey Areas assessed with moderate to high potential for Precontact archaeological sites as identified in Koski and Seidl (2024). Kimley-Horn and Dakota County provided geospatial data relating to buried natural gas lines, electrical lines, and fiber optic lines which further helped to refine the Survey Areas. A ten-foot (3-meter) buffer was applied to mapped utility lines to account for potential

projection conflicts as well as the width of potential trenching disturbance. In total, 26 of the Survey Areas recommended in Koski and Seidl (2024) were identified as safely surveyable.

The Phase I Archaeological Survey utilized systematic shovel testing at 15-meter (50-feet) intervals. Given the linear nature of the Survey Areas, positive tests were delineated at intervals of 7.5-meters (25 feet) between positive tests, and 5-meters (16 feet) between a positive and a negative test. Shovel tests were typically excavated to a depth of 1-meter (3 feet) unless obstructions such as bedrock, impassable roots, dense gravels, or compact soils were encountered.

Site Recording and Evaluation

HDR recorded field results with paper shovel test forms and Field Maps (ESRI Suite). If sites were identified during the Phase I Archaeological Survey, archaeological site forms would be prepared and reported to the Office of the State Archaeologist (OSA). However, no sites were identified.

Artifact Curation

If diagnostic artifacts or dense artifact scatters related to an archaeological site were collected during the field survey, curation would take place at the Minnesota Historical Society under HDR's 2025 repository agreement number 1108. .

Tribal Engagement

The Project anticipates oversight and funding by MNDOT, a state agency. Pursuant to the Minnesota Tribal Nations Consultation Policy (MS 10.65), executive-branch state agencies must consult with Minnesota Tribal governments regarding projects in a timely and meaningful manner. HDR completed Tribal outreach for the Project. Outreach began in October of 2024 with submission of the Phase IA Cultural Resources Literature Review and Assessment via email, and included follow-up communications via phone and email regarding feedback to the assessment and planning for and Tribal involvement in the 2025 Phase I Archaeological Survey.

Results

Literature Search Results

Environmental-Cultural History

The Project is located on the northern boundary of Archaeological Region 3e: Southeast Riverine (Anfinson 1990). This region spans southeast Minnesota including Dodge, Fillmore, Goodhue, Houston, Mower, Olmsted, Wabasha, and Winona counties and extends into the adjacent corners of Wisconsin and Iowa. The region is characterized by stream-dissected terrain. No natural lakes are located within the region's interior, though large lakes have developed within the Mississippi River floodplain. This region contains extensive bedrock outcrops containing occasional deposits of high-quality flaking materials. Chert concentrations are found along the Mississippi River Valley and just below the surface along river terraces.

Southeastern Minnesota was mostly glacier free during the last several glacial periods, however its landscape is defined by the massive flows of glacial meltwater from Lake Agassiz and Lake Duluth enlarging the valley and defining the extensive riverine terraces.

During the last full glacial period, the landscape was blanketed with spruce parkland. Approximately 7,000 years ago, prairie vegetation had taken over the region and it was defined by open grassland for the next 2,000 years. Deciduous forests returned approximately 5,000 years ago, and by the early Post-Contact period, floodplains contained forests of elm, ash, and cottonwood along the river lowlands. Uplands were covered in maple, elm, and basswood.

Late Precontact subsistence resources in this region likely included deer, elk, and scattered bison along the uplands. The river lowlands would have provided mussels, fish, and waterfowl along with edible plants such as waterlilies and other aquatic flora. Prairie turnip and acorns could have been foraged from the upland prairies and oak forests.

Site Conditions

The Project Area, approximately 7.5 miles (12 kilometers) in length, crosses floodplain and upper riverine terraces. The Project Area is bordered by agricultural land, private residences, and forested and riverine land. **Figure 2** illustrates current land use conditions within and surrounding the Project Area. Additionally, the area is prone to flooding due to its location primarily at the bottom of riverine terraces within the Mississippi and Vermillion River floodplain.

Precontact Vegetation

A review of Precontact vegetation information collected by Marschner (1895) found that the Project Area extended through oak openings and barrens and prairie (**Figure 3**). The Project Area was also in proximity to river bottom forest. Marschner defines oak openings as “fire dependent savannas dominated by oaks” and prairies as “diverse, fire-dependent native grassland communities” (Cohen et al. 2020). River bottom forests can also be described as floodplain forests and are forest communities of trees with extensive shallow root systems that hold soil tightly (MNDNR 2024a). These three ecotypes would likely be abundant in resources and be attractive spots for Precontact settlement.

Figure 2. Land Use and Vegetation

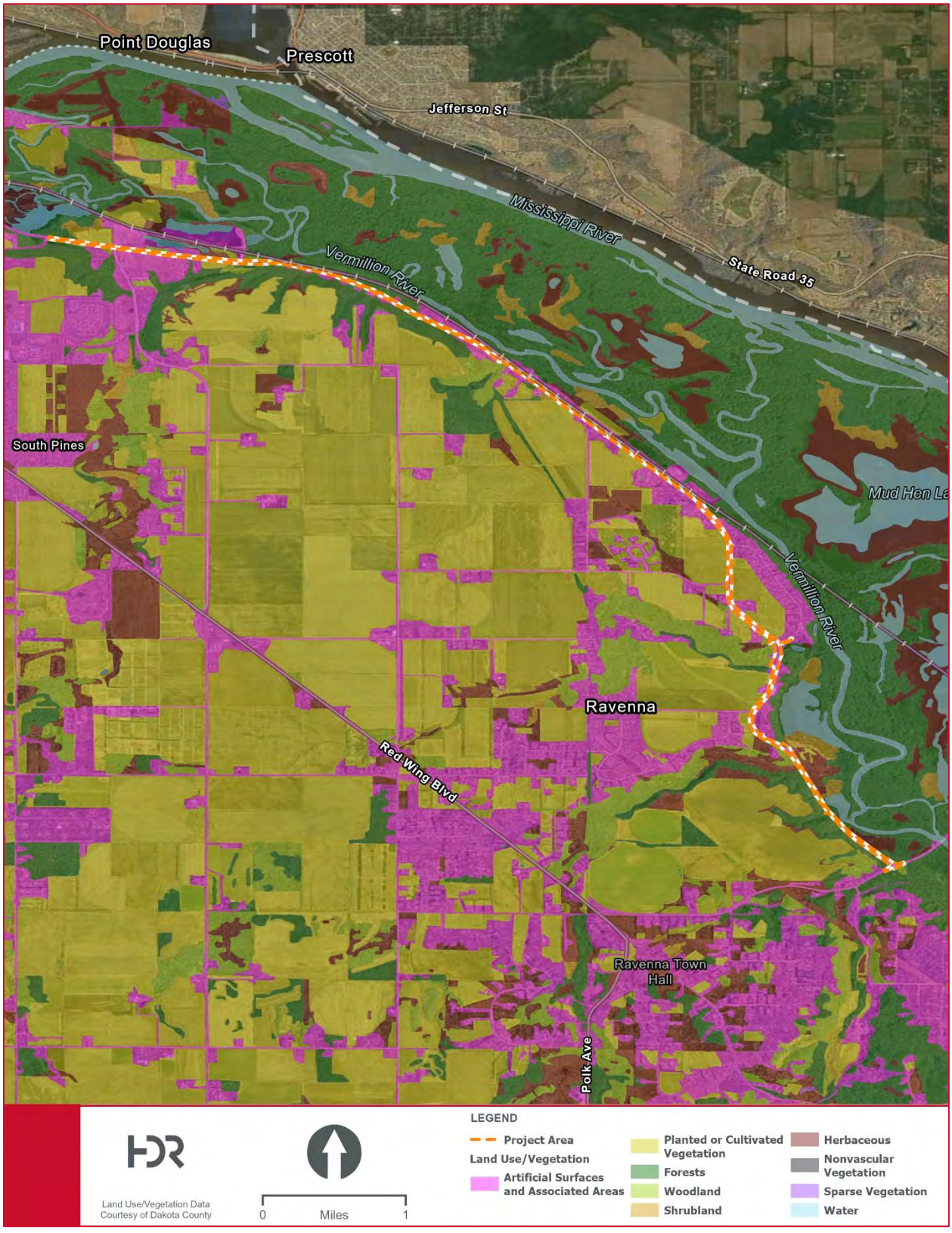
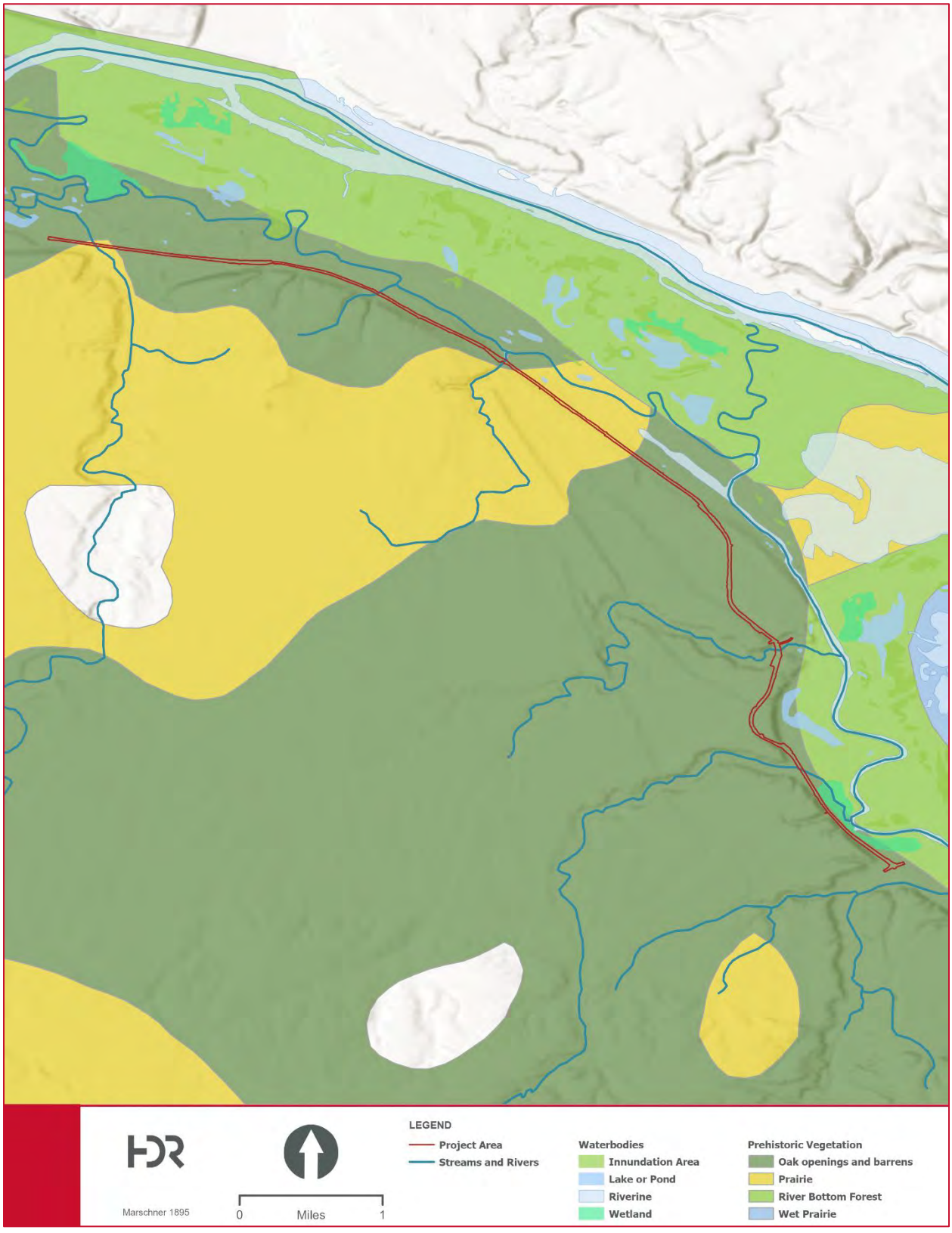


Figure 3. Precontact Vegetation and Contemporary Hydrography



Soils

HDR reviewed recorded soil series within the Project Area using the United States Department of Agriculture (USDA) Soils Web application to determine the presence of deep soils within the Project Area (NRCS 2024). The seven-mile corridor includes 40 soil series (**Table 1**). Soils are generally loamy and sandy, typical for a floodplain. The likelihood of encountering wet or inundated soils within the floodplain portion of the Project Area is high, and shallow bedrock is likely to be encountered along the Project Area's terraces.

Table 1. Soil Series within the Project Area

Soil Series	Approximate Acreage of Project Area	Percent of Project Area
Sparta loamy fine sand, 1 to 6 percent slopes	84.5	10.30%
Hawick loamy sand, 20 to 40 percent slopes	70.4	8.60%
Wadena loam, 0 to 2 percent slopes	60.9	7.40%
Minneiska loam, occasionally flooded	58.7	7.20%
Hubbard loamy sand, 1 to 6 percent slopes	49.5	6.00%
Rockton loam, 2 to 6 percent slopes	47.2	5.80%
Aquolls and Histosols, ponded	45.1	5.50%
Kanaranzi loam, 2 to 6 percent slopes	38.7	4.70%
Marlean loam, 12 to 18 percent slopes	33.4	4.10%
Copaston loam, 2 to 6 percent slopes	29.5	3.60%
Pits, sand and gravel	28.4	3.50%
Plainfield loamy sand, 0 to 2 percent slopes	25.4	3.10%
Scotah loamy fine sand, 0 to 3 percent slopes, occasionally flooded	24.4	3.00%
Gotham loamy fine sand, 6 to 12 percent slopes	24	2.90%
Water	20.7	2.50%
Gotham loamy fine sand, 2 to 6 percent slopes	17.2	2.10%
Sparta loamy fine sand, 0 to 1 percent slopes	15.4	1.90%
Rockton loam, 0 to 2 percent slopes	13.9	1.70%
Lawson silt loam	11.4	1.40%
Mayer loam, swales	11.1	1.30%
Colo silt loam, occasionally flooded	10	1.20%
Waukegan silt loam, bedrock substratum, 2 to 6 percent slopes	9.9	1.20%
Port Byron silt loam, 0 to 2 percent slopes	9.8	1.20%
Sparta loamy sand, bedrock substratum, 2 to 8 percent slopes	9	1.10%
Kanaranzi loam, 6 to 12 percent slopes	8.1	1.00%
Anthroportic Udorthents-Pits-Dumps complex, abandoned, 2 to 45 percent slopes	7.9	1.00%
Port Byron silt loam, 2 to 6 percent slopes	7.8	1.00%

Soil Series	Approximate Acreage of Project Area	Percent of Project Area
Lindstrom silt loam, till plain, 2 to 6 percent slopes	7.7	0.90%
Plainfield loamy sand, 6 to 18 percent slopes	6.6	0.80%
Hubbard loamy sand, 12 to 18 percent slopes	6	0.70%
Waukegan silt loam, bedrock substratum, 0 to 2 percent slopes	5.6	0.70%
Kanaranzi loam, 0 to 2 percent slopes	4.7	0.60%
Rockton loam, 6 to 12 percent slopes	4.3	0.50%
Zumbro loamy fine sand	3.3	0.40%
Marlean loam, 18 to 25 percent slopes	2.2	0.30%
Udorthents, wet	1.8	0.20%
Kennebec silt loam	1.6	0.20%
Anthroportic Udorthents, 2 to 9 percent slopes	1.4	0.20%
Brodale-Rock outcrop complex, 18 to 45 percent slopes	1.2	0.10%
Frontenac silt loam, 25 to 40 percent slopes	0.3	0.00%
Waukegan silt loam, bedrock substratum, 6 to 12 percent slopes	0.3	0.00%

Reported Cultural Resources

In September and October of 2024, a Phase IA Literature Review was completed for the proposed Project, and a literature review update was completed in June of 2025 in advance of the Phase I Archaeological Survey. No additional resources had been reported between the fall of 2024 and summer of 2025. Eleven archaeological sites, including one OSA-recorded Historical Cemetery, were identified within the Archaeological Study Area. Four SHPO-inventoried architectural properties were identified within the Architectural Study Area. No National Historic Landmarks, and no locally designated historic properties were identified within the Architectural Study Area.

Archaeological Sites

Eleven previously recorded archaeological sites are located within the one-mile Archaeological Study Area (**Table 2**, **Figure 4**). Identified sites are comprised of nine Precontact sites, one multi-component site containing both Precontact and Post-Contact deposits, and one Post-Contact site. Of the Precontact sites there are three burial mounds, three lithic scatters, two artifact scatters, and two isolated findspots. Post-Contact site 21DK0061, the Ramsey Mill, is Listed in the NRHP under Criterion A. All other sites are Unevaluated for the NRHP. No archaeological sites overlap the Project Area. However, 21DK0089 is less than 50 feet and 21DK0128, the multi-component Precontact burial and Post-Contact cemetery, is approximately 145 feet from the Project Area. These two sites are discussed in greater detail below. 21DK0089 is also recorded with the OSA within the Historical Cemetery files as cemetery identification number 20242. This is the only OSA-recorded Historical Cemetery within immediate proximity of the Project Area.

Table 2. Archaeological Sites within the Archaeological Study Area

Site Number	Site Name	Site Description	Distance to Project Area	NRHP Status
21DK0089	Ravenna Mounds	Precontact Burial Mounds/Post-Contact Euro-American Cemetery	<50 Feet	Unevaluated
21DK0128	None	Precontact Artifact Scatter	145 Feet	Unevaluated
21DK0129	None	Precontact Lithic Scatter	0.16 Miles	Unevaluated
21DKal	Etter Ridge Mound	Precontact Alpha Site/Burial Mounds	0.22 Miles	Unevaluated
21DK0130	None	Precontact Isolated Findspot - Lithic	0.29 Miles	Unevaluated
21DK0027	Freitag Mound Site	Precontact Burial Mounds	0.43 Miles	Unevaluated
21DK0061/ 21DKz	Ramsey Mill/Old Mill (DK-HTC-101)	Post-Contact Mill Ruin	0.60 Miles	Listed
21DK0072	Freitag Ridge	Precontact Artifact Scatter	0.64 Miles	Unevaluated
21GD0156	Upper Clear Lake	Precontact Lithic Scatter	0.76 Miles	Unevaluated
21DK0046	None	Precontact Isolated Findspot - Lithic	0.76 Miles	Unevaluated
21GD0210	Spring Banks Lakes	Precontact Lithic Scatter	0.86 Miles	Unevaluated

21DK0089 – RAVENNA MOUNDS

In 1957, Lloyd Wilford, an archaeologist from the University of Minnesota, assisted in the recovery and identification of human remains disturbed by looters. The skeleton was determined to be a young adult Euro-American male. In the same visit, mound features were noted at the site. In 2011-2012, Scott Anfinson visited the location and mapped three burial mounds: two conical and one linear leading south out of one of the conical mounds. According to the 21DK0089 site form, Euro-American burials occurred at this site as early as 1855. The Ravenna Mounds represent a multi-component burial site. This site will be discussed further in the geospatial and historical mapping analysis.

21DK0128 – NO NAME

21DK0128 is a Precontact artifact scatter consisting of an end scraper, lithic debitage, faunal remains, and cord-marked grit tempered pottery. The site is south of the Vermillion River and the confluence of the St. Croix River and the Mississippi River. Artifacts are curated at the Science Museum of Minnesota. This site appears to be relatively intact, save for disturbances from a nearby canoe launch and a railroad corridor to the north. 21DK0128 is Unevaluated for NRHP eligibility

Previous Archaeological Surveys

HDR reviewed files curated at the Minnesota State Historic Preservation Office (SHPO) and at the Minnesota Office of the State Archaeologist (OSA) to determine if previous archaeological surveys had been conducted overlapping or immediately adjacent to the Project Area. One survey

within immediate vicinity of the Project Area was identified: *An Archaeological Survey of Dakota County, Minnesota* conducted by the Science Museum in 2017 (Fleming et al. 2018). This survey is detailed below.

FLEMING ET AL. (2018)

An Archaeological Survey of Dakota County, Minnesota.

Methods: Pedestrian survey and shovel testing was completed at 15-meter intervals. Survey was conducted within the entirety of Dakota County in 2018 sponsored by the legacy fund. The publicly available version of this report, the only version currently available to HDR, does not map survey areas. HDR is unable to determine whether this survey may have crossed into the Project Area.

Results: Shovel testing identified lithic scatters within one mile of the Project Area (21DK0128 and 21DK0129).

Architectural Properties

Four SHPO-inventoried architectural properties are located within the Architectural Study Area (**Table 3, Figure 4**). These include one historical cemetery, one culvert, one bridge, and one railroad. The historical cemetery, Ravenna Cemetery (DK-RAV-00006) is the same cemetery as the OSA-recorded 21DK0089. Both the culvert (DK-RAV-00007) and the bridge (DK-RAV-0008) are noted in the Project plans as being proposed for improvements or possible replacement. In the plans, DK-RAV-00007 is noted as 'Existing Bridge 92731' and DK-RAV-00008 is noted as 'Existing Bridge 2951'. These properties are discussed below. Railroad XX-RRD-CSP0044 has been evaluated and determined to be Eligible for listing in the NRHP, however, it is not located within the Project Area and its eligibility for listing in the NRHP is unlikely to be adversely impacted by the Project.

Table 3. Architectural Properties within Architectural Study Area

SHPO Inventory No	Property Name	Property Type	National Register Status
DK-RAV-00006	Ravenna Cemetery	Historical Cemetery	Unevaluated
DK-RAV-00007	Culvert 97231	Culvert	Not Eligible
DK-RAV-00008	Bridge 2951	Bridge	Unevaluated
XX-RRD-CSP0044	St. Paul and Chicago Railway Company/Chicago, Milwaukee and St. Paul Railway Company/Chicago, Milwaukee, St. Paul and Pacific Railroad Company, River Division Railroad Corridor Historic District	Railroad	Eligible

CULVERT 92731

Culvert 92731 was constructed in 1971 in the Prestress or Precast Pipe method. Mead & Hunt evaluated this property in March of 2023. They noted that this structure type is included in the Program Comment for Common Post-1945 Concrete and Steel Bridges, which exempts Section 106 review of particular concrete and steel types not located on tribal lands or within a listed or eligible historic district. The structure would need to exemplify exceptional significance in order to be considered NRHP eligible. Mead & Hunt could not identify such significance and

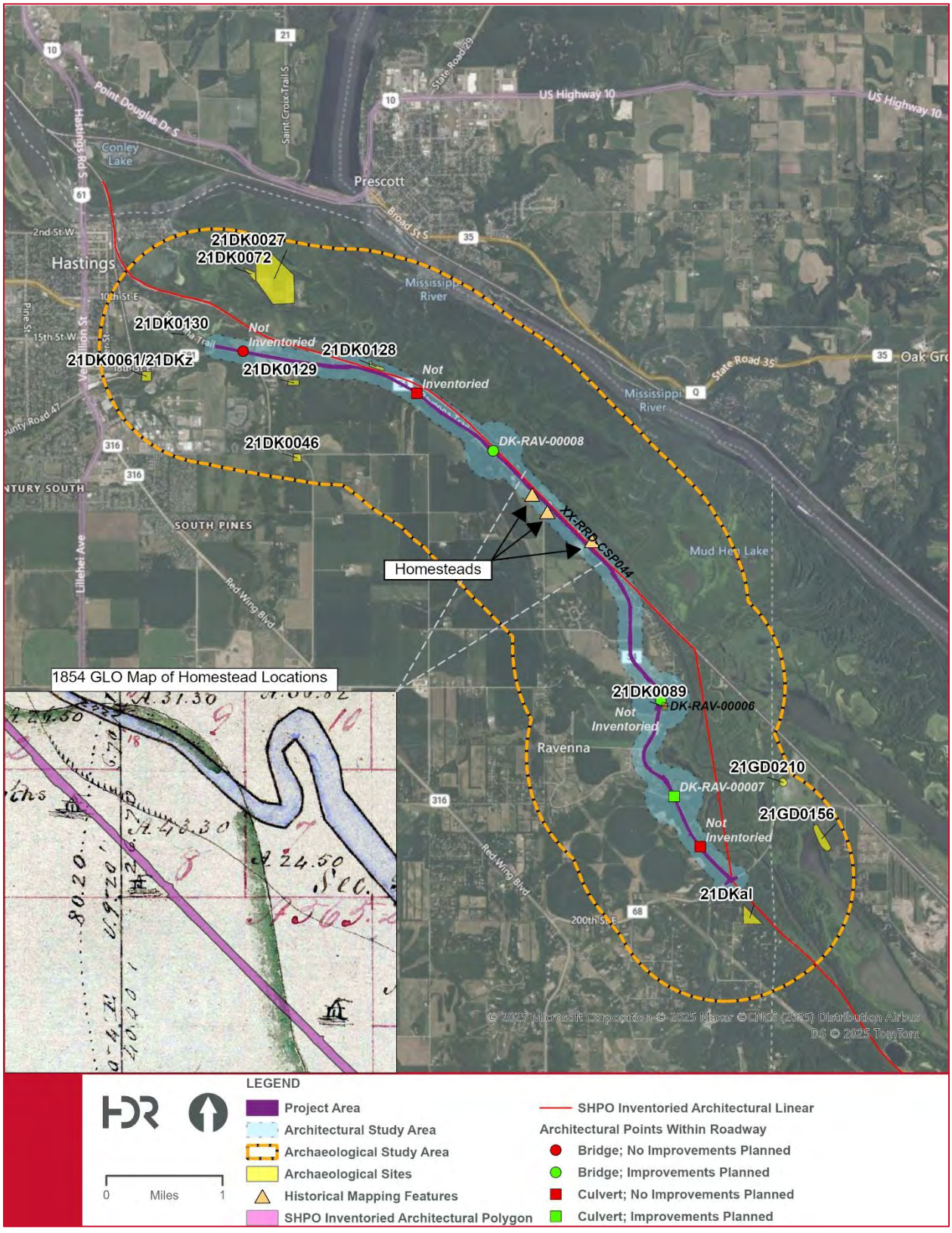
recommended it as Not Eligible for the National Register of Historic Places. SHPO concurred with this recommendation.

BRIDGE 2951

Bridge 2951 is a Concrete Slab Span style bridge constructed in 1918. This bridge was originally evaluated for NRHP eligibility as part of the 1995 Historic Highway Bridge Inventory by Hess, Roise, & Company, and was recommended Not Eligible. Mead & Hunt reevaluated this property in June of 2023 and recommended it Not Eligible under all NRHP Criteria.

Additionally, HDR reviewed the Project Area for architectural properties not already inventoried in MnSHIP that may be directly affected by the roadway improvements. Two non-inventoried bridges and two non-inventoried culverts were identified (**Figure 4**). One of these bridges is noted in the Project plans to potentially be replaced as part of the Project. In the plans, this is identified as 'Existing Bridge L3214'. If a federal nexus is identified, these architectural properties and others within the Architectural Study Area may need to be reviewed to determine whether they are of historic age (over 50 years old). Those architectural properties identified as of historic age may require survey, completion of SHPO inventory forms, evaluation for NRHP eligibility, and assessment for direct and/or indirect effects (if found to be NRHP eligible) for compliance with Section 106. No additional documentation is required for these not-inventoried properties to comply with state laws governing cultural resources.

Figure 4. Literature Review Results



Tribal Engagement

HDR staff initiated the cultural resources outreach for the Project in October of 2024 by submitting the Phase IA Cultural Resources Literature Review and Assessment to the 11 federally recognized Tribes of Minnesota for review and comment. Responses were received from the Bois Forte Band of Chippewa, Mille Lacs Band of Ojibwe, the Shakopee Mdewakanton Sioux Community, Upper Sioux Community, and White Earth Nation. The Bois Forte Band of Chippewa, Mille Lacs Band of Ojibwe, and White Earth Nation THPOs stated they would defer to the four Dakota Nations since the project is in historical Dakota territory.

Of the responding Dakota Nations, the Shakopee Mdewakanton Sioux Community and Upper Sioux Community both expressed interest in the Project. Neither had comments on the Phase IA Cultural Resources Literature Review and Assessment. Both the Shakopee Mdewakanton Sioux Community and Upper Sioux Community wished to defer to the Prairie Island Indian Community due to their proximity to the Project, though the Shakopee Mdewakanton Sioux did recommend construction monitoring within 500 feet of burial site 21DK0089/DK-RAV-00006. Neither HDR, Dakota County, nor Kimley-Horn received a response from the Prairie Island Indian Community regarding the cultural resources outreach for the Project despite multiple contact attempts between October of 2024 and June of 2025. The Shakopee Mdewakanton Sioux Community stated they would send one Tribal Cultural Specialist (TCS) to accompany the Phase I Archaeological Survey, however, the TCS did not arrive to the Project site, nor did they respond to phone calls. The Shakopee Mdewakanton Sioux Community THPO, Leonard Wabasha, was contacted when the TCS did not arrive. Wabasha did not have another TCS to send, and he informed the HDR crew they could initiate survey without a TCS present and to give him a call if Precontact cultural materials were encountered during survey.

This survey report will be submitted to the Prairie Island Indian Community, Shakopee Mdewakanton Community, and Upper Sioux Community for their records and review upon finalization.

Fieldwork Summary

HDR archaeologists Laura Koski and John Seidl acted as Co-Principal Investigators (Co-PIs) for this Phase I Archaeological Survey. The crew included the Co-PIs and HDR staff Garrett Smith, Kirsten Granstrom-Arndt, Elizabeth Arnold, and Natalie Haberman. At least one Co-PI was present for each day of fieldwork. Fieldwork was conducted on weekdays between July 21 and August 1, 2025, with additional work on August 6, 2025.

Field Conditions

The Phase I Archaeological I Survey occurred on both shoulders of CSAH 54 within the proposed Project construction extents. Kimley-Horn was responsible for obtaining landowner permission though the majority of the Survey Areas were located in public right-of-way. The weather ranged from sunny to rainy with occasional wildfire haze and consistent high humidity. The Project Area resides within an ecological transition zone between the wet lowland deciduous forests of the Minnesota bluff lands and the drier oak savannas of the Vermillion Valley. Historic vegetation was comprised of cottonwoods, black willows, and silver maples within floodplains and river terraces, and mosaic prairie grasses and bur oaks along the dry slopes of ridges and coulees. Much of the

landscape within the Project Corridor has since been converted to agricultural farmland and pasture, with fragmented woodlands and prairies limited to valley bottoms and bluff ridges. Terrain in the Project Area exhibited relatively level characteristics consistent with riverine landscapes shaped by fluvial deposition across floodplains. Gently sloping areas were present near both artificial and natural drainages. Portions of the Project Area have been modified by roadway construction, including grading and landscaping.

Field Survey Results

In total, 26 Survey Areas were completed utilizing a combination of shovel testing and pedestrian survey. In total, 218 shovel tests were excavated; while 58 planned shovel tests were not excavated due to lack of landowner permission, or for sloping terrain (greater than 20 degrees). Soil profiles within the Project Area reflected the NRCS (2024) analysis which predicted silty and sandy soils with a high chance of encountering bedrock or the water table. No archaeological sites were identified. Post-Contact cultural materials were identified within Survey Areas A, J, and X. However, the identified materials were isolated finds, such as glass bottles, and were determined to be roadside debris likely tossed from passing vehicles or deposited in relation to road construction or use of the roadside as a horse trail. **Table 4** summarizes the results of the Phase I Archaeological Survey. Survey Areas and results are illustrated in **Appendix A: Phase I Survey Results**.

Table 4. Field Survey Results by Survey Area

Survey Area	Setting	Typical Soil Profiles	Artifacts	Number of STPs
A	Forested Edge and Artificial Drainage	10YR3/1-10YR3/3 Silt Loam or Sandy Loam to 60-65cmbs over a 10YR4/6 Silt to 100cmbs.	Asphalt (STP A8 and STP A9), amber and clear bottle glass (STP A9, modern), 2 penny nails. Materials were reburied.	2 excavated. 7 not excavated due to sloping terrain.
B	Forested Edge and Artificial Drainage	10YR3/2-10YR3/3 Sandy Loam transitioning at 20-30cmbs to a 10YR5/4 Fine Sand with Glacial Till to 50cmbs over a 10YR4/3-10YR5/6 Fine Sand to 100 cmbs.	None	9 excavated. 1 not excavated due to sloping terrain.
C	Agricultural Field and Artificial Drainage	10YR3/3 Silt Loam mottled with 10YR2/1 Silt Loam to 100 cmbs.	None	4 excavated. 3 not excavated due to existing gravel two-track.
D	Agricultural Facility	N/A	None	Area D was not excavated due to the existing agricultural storage facility.

Survey Area	Setting	Typical Soil Profiles	Artifacts	Number of STPs
E	Artificial Drainage	N/A	None	Area E was not excavated due to sloping terrain.
F	Forest Edge and Artificial Drainage	10YR2/2-10YR3/2 Sandy Clay Loam from 0-20cmbs over a 10YR3/2 Silty Loam to 40cmbs with a gradual transition to a 10YR4/4 Fine Sand terminating at 83cmbs.	None	3 excavated. 13 not excavated due to sloping conditions. Area F on eastern portion of CSAH 54 not excavated due to mapped Utility lines.
G	Forest	10YR2/2 Silt Loam from 0 to 10 cmbs over a 10YR5/4 Sand to 40-50cmbs.	None	2 excavated.
H	Artificial Drainage	N/A	None	Area H was not excavated due to the sloping nature of the terrain.
I	Pasture	10YR3/2 Sandy Loam mottled with 10YR3/4 Silt to 30cmbs over a 10YR3/4-10YR5/6 Silt to 70cmbs.	None	3 excavated. 4 were not excavated due to sloping terrain.
J	Forested Lowland	10YR3/2 Sandy Loam with gravels to 65cmbs. Bedrock encountered at 65cmbs.	1 forged 2 ¼" nail (STP J9), materials were reburied.	8 excavated. 6 were not excavated due to sloping terrain.
K	Forested Road Edge and Artificial Drainage	10YR3/2 Silt Loam with glacial till from 0 to 30-40cmbs over a 10YR4/3 Silt with glacial till.	None	9 excavated. 8 not excavated due to sloping terrain.
L	Forested Road Edge, Corn Field, and Artificial Drainage	10YR2/1 Silt Loam mottled with 10YR3/3 Silt Loam from 0-80cmbs over a 10YR3/3 Sandy Loam to 100 cmbs. OR 10YR3/3 Silt Loam from 0-35cmbs over a 10YR4/6 Sand terminating at 60cmbs. Bedrock encountered in some tests at 60cmbs.	None	14 excavated. 20 were not excavated due to high Ground Surface Visibility. 1 was not excavated due to sloping conditions. 1 was not excavated due to landowner request.

Survey Area	Setting	Typical Soil Profiles	Artifacts	Number of STPs
M	Managed Lawn	N/A	None	Area M was not excavated due to apparent utility lines.
N	Managed Lawn	N/A	None	Area N was not excavated due to mapped utility lines.
O	Forest	10YR3/2 Sandy Loam from 0-10cmbs over a 10YR3/2 Sandy Loam mottled with a 10YR4/3 Sand from 10-60cmbs over a 10YR4/6 Sand with Glacial Till terminating at 70cmbs. Bedrock was commonly encountered.	None	24 excavated. 4 were not excavated due to sloping conditions.
P	Forest	10YR3/2 Sandy Loam from 0-45cmbs over 10YR4/6 Sand with Glacial Till terminating at 70cmbs.	None	1 excavated. 1 was not excavated due to sloping conditions.
Q	Managed Lawn	10YR3/3 Silt Loam with large cobbles from terminating at 60cmbs with compact soils.	None	1 excavated.
R	Forest	N/A	None	Area R not excavated due to mapped utility lines.
S	Forest	N/A	None	Area S not excavated due to mapped utility lines.
T	Forest and Soybean Field	10YR3/2 Silt Loam from 0-20cmbs over a 10YR3/3 Silt Loam terminated at 75cmbs.	None	5 excavated. 8 not excavated due to high Ground Surface Visibility.
U	Managed Lawn	10YR3/3 Silt Loam from 0-20cmbs over a 10YR4/6 sand terminating at 55cmbs.	None	4 excavated.
V	Fallow Agricultural Field and Forested Edge	10YR3/2 Silty Clay Loam from 0-50cmbs gradually transitioning to a 10YR3/3 Silt Loam to 80cmbs over	None	37 excavated.

Survey Area	Setting	Typical Soil Profiles	Artifacts	Number of STPs
		a 10YR4/3 Sand to 90cmbs.		
W	Forested Edge	10YR3/3 Silt Loam from 0-50cmbs over a 10YR4/6 Sand terminating around 70cmbs	None	25 excavated.
X	Forested Edge and Managed Lawn	10YR3/3 Silt Loam from 0-40cmbs over 10YR4/4 Sand with Glacial Till terminating at 90cmbs. The water table was encountered around 90cmbs. Bedrock was encountered in some tests around 55cmbs.	1 Amber Glass Bottle (no seam, STP X26) 1Horseshoe (STP X27), materials were reburied.	35 excavated. 2 were not excavated due to sloping terrain. 1 was not excavated due to an asphalt driveway.
Y	Roadside Meadow	10YR2/2 Silt Loam from 0-20cmbs over a 10YR4/6 Sand with gravels terminating around 70cmbs.	None	21 excavated.
Z	Scientific Natural Area (SNA) and Roadside Meadow	10YR2/2 Sandy Loam from 0-30cmbs over 10YR3/2 Sandy Clay Loam from 30-40cmbs terminating in 10YR3/3 Loamy Sand at 90cmbs. The water table was encountered at around 90cmbs.	None	10 excavated. No Shovel Tests were excavated within the SNA at the request of the Minnesota DNR.

Summary and Recommendations

Dakota County, in partnership with the City of Hastings, Prairie Island Community and Ravenna Township, propose improvements to County State Aid Highway (CSAH) 54 (Ravenna Trail) from Hastings City limits to CSAH 68 (200th Street E) and the construction of a roundabout at the intersection of CSAH 54 and CSAH 68 in Ravenna Township (Project). The Project is taking place in Sections 5, 6, 8, 9, 16, and 17 of Township 114N, Range 16W and Section 31 of Township 115N, Range 16W and Sections 35 and 36 of Township 115N, Range 17W. Kimley-Horn, the prime contractor for this Project, retained HDR to conduct a Phase I Archaeological Survey.

The Project is considered a state undertaking as it anticipates Minnesota Department of Transportation (MnDOT) funding and oversight. The Project will need to comply with state laws governing cultural resources, primarily including the Minnesota Historic Sites Act (Minnesota Statutes, section 138.661-138.669), Minnesota Field Archaeology Act (Minnesota Statutes, section 138.31-138.42), Minnesota Private Cemeteries Act (Minnesota Statutes, section 307.08), and the Minnesota Tribal Nations Consultation Policy (Minnesota Statutes, section 10.65). A federal nexus is not currently anticipated for this project. However, if a federal nexus is identified

in the future, compliance with Section 306108 (previously Section 106 and hereinafter referred to as Section 106) of the National Historic Preservation Act of 1966, as amended (54 United States Code § 306108) and its implementing regulations, 36 Code of Federal Regulations (CFR) Part 800 et. seq. may be necessary. Section 106 addresses the effects of federal undertakings on historic properties (properties listed in or eligible for listing in the NRHP). Cultural resources studies may be needed to identify if unknown historic properties may be impacted, as well as to assess effects on those properties and resolve adverse effects, if identified. This assessment and its recommendations have been prepared under the assumption a federal nexus will be identified, and Section 106 review will be required.

In July and August of 2025, HDR conducted a Phase I Archaeological Survey for the Project. Approximately 85 acres were surveyed utilizing subsurface shovel testing at 15-meter intervals and pedestrian survey where GSV was greater than 25%. While some archaeological materials were identified, they were determined to be the result of ephemeral refuse sites related to the Project Area's history as a transit corridor, and the finds did not consist of enough substance or research quality materials to constitute archaeological sites. Considering no cultural resources were identified within the Project extents, HDR recommends no further survey for this project. HDR does recommend monitoring within 500 feet of burial site 21DK0089/DK-RAV-00006.

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Appendix A: Phase I Survey Results



Appendix A, Figure 1



Appendix A, Figure 2



Appendix A, Figure 3



Appendix A, Figure 4



Appendix A, Figure 5



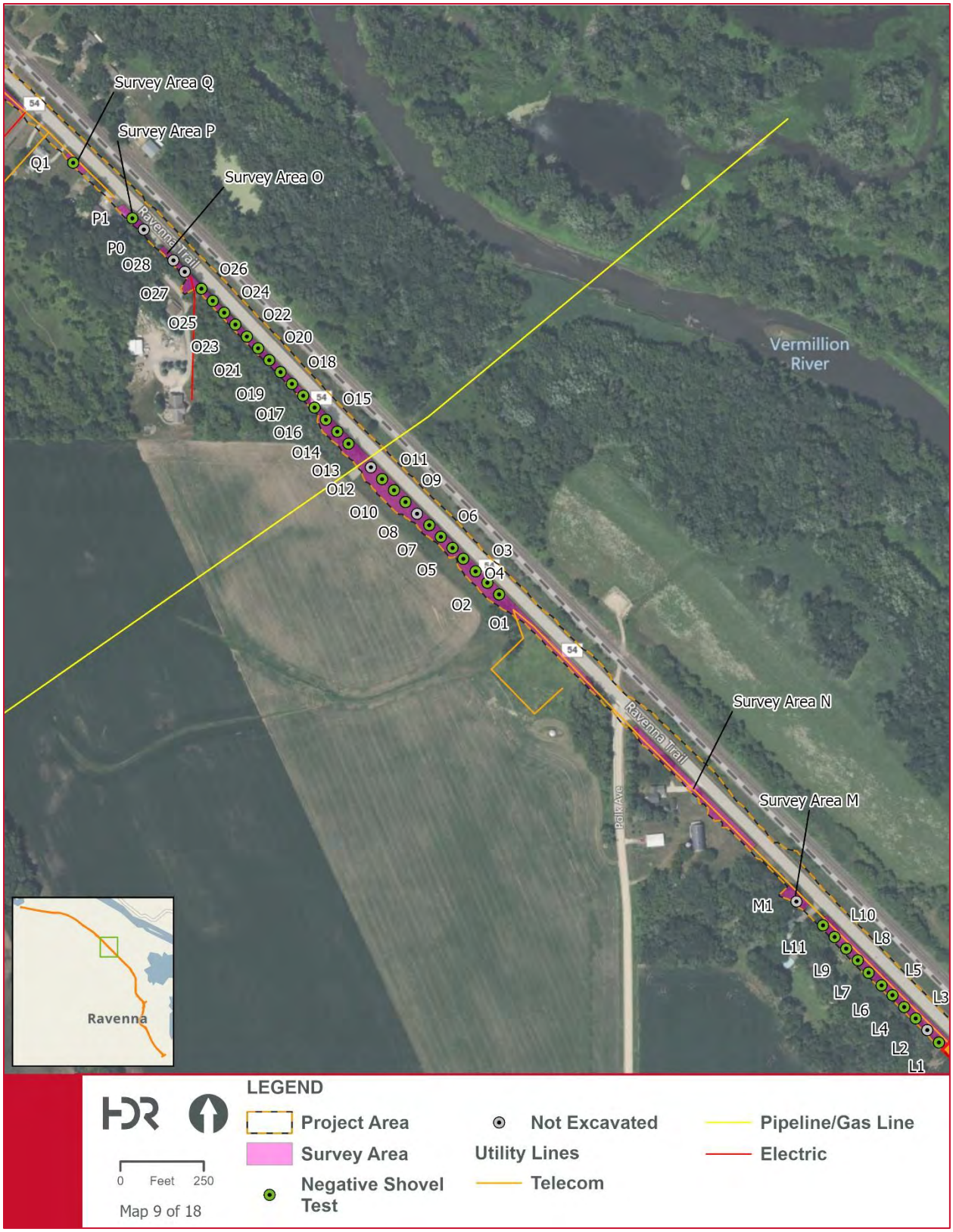
Appendix A, Figure 6



Appendix A, Figure 7



Appendix A, Figure 8



Appendix A, Figure 9



Appendix A, Figure 10



Appendix A, Figure 11



Appendix A, Figure 12



Appendix A, Figure 13



Appendix A, Figure 14



Appendix A, Figure 15



Appendix A, Figure 16



Appendix A, Figure 17



Appendix A, Figure 18

Appendix B: Field Photos



Photo 1. From northwest end of Survey Area V facing southeast.



Photo 2. From northwest end of Survey Area T facing southeast.



Photo 3. Overview of Typical Shovel Test (STP X34).



Photo 4. Profile view of Typical Shovel Test (STP X34).



Photo 5. Horseshoe recovered from Shovel Test X27 (not collected).



Photo 6. Amber glass bottle recovered from Shovel Test X26 (not collected).



Photo 7. Overview of Survey Area F facing west.



Photo 8. From southeast of Survey Area J facing northwest.

IPaC resource list

This report is an automatically generated list of species and other resources such as critical habitat (collectively referred to as *trust resources*) under the U.S. Fish and Wildlife Service's (USFWS) jurisdiction that are known or expected to be on or near the project area referenced below. The list may also include trust resources that occur outside of the project area, but that could potentially be directly or indirectly affected by activities in the project area. However, determining the likelihood and extent of effects a project may have on trust resources typically requires gathering additional site-specific (e.g., vegetation/species surveys) and project-specific (e.g., magnitude and timing of proposed activities) information.

Below is a summary of the project information you provided and contact information for the USFWS office(s) with jurisdiction in the defined project area. Please read the introduction to each section that follows (Endangered Species, Migratory Birds, USFWS Facilities, and NWI Wetlands) for additional information applicable to the trust resources addressed in that section.

Location

Dakota County, Minnesota



Local office

Minnesota-Wisconsin Ecological Services Field Office

(952) 858-0793

3815 American Blvd East
Bloomington, MN 55425-1659

NOT FOR CONSULTATION

Endangered species

This resource list is for informational purposes only and does not constitute an analysis of project level impacts.

The primary information used to generate this list is the known or expected range of each species. Additional areas of influence (AOI) for species are also considered. An AOI includes areas outside of the species range if the species could be indirectly affected by activities in that area (e.g., placing a dam upstream of a fish population even if that fish does not occur at the dam site, may indirectly impact the species by reducing or eliminating water flow downstream). Because species can move, and site conditions can change, the species on this list are not guaranteed to be found on or near the project area. To fully determine any potential effects to species, additional site-specific and project-specific information is often required.

Section 7 of the Endangered Species Act **requires** Federal agencies to "request of the Secretary information whether any species which is listed or proposed to be listed may be present in the area of such proposed action" for any project that is conducted, permitted, funded, or licensed by any Federal agency. A letter from the local office and a species list which fulfills this requirement can **only** be obtained by requesting an official species list from either the Regulatory Review section in IPaC (see directions below) or from the local field office directly.

For project evaluations that require USFWS concurrence/review, please return to the IPaC website and request an official species list by doing the following:

1. Draw the project location and click CONTINUE.
2. Click DEFINE PROJECT.
3. Log in (if directed to do so).
4. Provide a name and description for your project.
5. Click REQUEST SPECIES LIST.

Listed species[1] and their critical habitats are managed by the Ecological Services Program of the U.S. Fish and Wildlife Service (USFWS) and the fisheries division of the National Oceanic and Atmospheric Administration (NOAA Fisheries[2]).

Species and critical habitats under the sole responsibility of NOAA Fisheries are **not** shown on this list. Please contact NOAA Fisheries for species under their jurisdiction.

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1. Species listed under the Endangered Species Act are threatened or endangered; IPaC also shows species that are candidates, or proposed, for listing. See the listing status page for more information. IPaC only shows species that are regulated by USFWS (see FAQ).
2. NOAA Fisheries, also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

The following species are potentially affected by activities in this location:

Mammals

NAME	STATUS
Northern Long-eared Bat Myotis septentrionalis Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/9045	Endangered
Tricolored Bat Perimyotis subflavus Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/10515	Proposed Endangered

Birds

NAME	STATUS
Whooping Crane Grus americana No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/758	EXPN

NOT FOR CONSULTATION

Clams

NAME	STATUS
Higgins Eye (pearlymussel) Lampsilis higginsii Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/5428	Endangered

Insects

NAME	STATUS
Monarch Butterfly Danaus plexippus Wherever found There is **proposed** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/9743	Proposed Threatened
Rusty Patched Bumble Bee Bombus affinis Wherever found There is **proposed** critical habitat for this species. Your location does not overlap the critical habitat. https://ecos.fws.gov/ecp/species/9383	Endangered
Western Regal Fritillary Argynnis idalia occidentalis Wherever found No critical habitat has been designated for this species.	Proposed Threatened

Critical habitats

Potential effects to critical habitat(s) in this location must be analyzed along with the endangered species themselves.

There are no critical habitats at this location.

You are still required to determine if your project(s) may have effects on all above listed species.

Bald & Golden Eagles

Bald and Golden Eagles are protected under the Bald and Golden Eagle Protection Act [2] and the Migratory Bird Treaty Act (MBTA) [1]. Any person or organization who plans or conducts activities that may result in impacts to Bald or Golden Eagles, or their nests, should follow appropriate regulations and implement required avoidance and minimization measures, as described in the various links on this page.

The data in this location indicates that no eagles have been observed in this area. This does not mean eagles are not present in your project area, especially if the area is difficult to survey. Please review the 'Steps to Take When No Results Are Returned' section of the Supplemental Information on Migratory Birds and Eagles document to determine if your project is in a poorly surveyed area. If it is, you may need to rely on other resources to determine if eagles may be present (e.g. your local FWS field office, state surveys, your own surveys).

Additional information can be found using the following links:

- Eagle Management https://www.fws.gov/program/eagle-management
- Measures for avoiding and minimizing impacts to birds https://www.fws.gov/library/collections/avoiding-and-minimizing-incidental-take-migratory-birds
- Nationwide avoidance and minimization measures for birds https://www.fws.gov/sites/default/files/documents/nationwide-standard-conservation-measures.pdf
- Supplemental Information for Migratory Birds and Eagles in IPaC https://www.fws.gov/media/supplemental-information-migratory-birds-and-bald-and-golden-eagles-may-occur-project-action

Bald and Golden Eagle information is not available at this time

Bald & Golden Eagles FAQs

NOT FOR CONSULTATION

What does IPaC use to generate the potential presence of bald and golden eagles in my specified location?

The potential for eagle presence is derived from data provided by the Avian Knowledge Network (AKN). The AKN data is based on a growing collection of survey, banding, and citizen science datasets and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are an eagle (Bald and Golden Eagle Protection Act requirements may apply).

Proper interpretation and use of your eagle report
On the graphs provided, please look carefully at the survey effort (indicated by the black vertical line) and for the existence of the "no data" indicator (a red horizontal line). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort line or no data line (red horizontal) means a lack of data and, therefore, a lack of certainty about presence of the species. This list is not perfect; it is simply a starting point for identifying what birds have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list and associated information help you know what to look for to confirm presence and helps guide you in knowing when to implement avoidance and minimization measures to eliminate or reduce potential impacts from your project activities or get the appropriate permits should presence be confirmed.

How do I know if eagles are breeding, wintering, or migrating in my area?

To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating, or resident), you may query your location using the RAIL Tool and view the range maps provided for birds in your area at the bottom of the profiles provided for each bird in your results. If an eagle on your IPaC migratory bird species list has a breeding season associated with it (indicated by yellow vertical bars on the phenology graph in your “IPaC PROBABILITY OF PRESENCE SUMMARY” at the top of your results list), there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

Interpreting the Probability of Presence Graphs

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. A taller bar indicates a higher probability of species presence. The survey effort can be used to establish a level of confidence in the presence score.

How is the probability of presence score calculated? The calculation is done in three steps:
The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.

To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is 0.25/0.25 = 1; at week 20 it is 0.05/0.25 = 0.2.

The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

Breeding Season ()
Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

Survey Effort ()
Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps.

No Data ()
A week is marked as having no data if there were no survey events for that week.

Survey Timeframe
Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.

Migratory birds

The Migratory Bird Treaty Act (MBTA) [1] prohibits the take (including killing, capturing, selling, trading, and transport) of protected migratory bird species without prior authorization by the Department of Interior U.S. Fish and Wildlife Service (FWS).

1. The Migratory Birds Treaty Act of 1918.
2. The Bald and Golden Eagle Protection Act of 1940.

Additional information can be found using the following links:

- Eagle Management https://www.fws.gov/program/eagle-management
- Measures for avoiding and minimizing impacts to birds https://www.fws.gov/library/collections/avoiding-and-minimizing-incidental-take-migratory-birds
- Nationwide avoidance and minimization measures for birds
- Supplemental Information for Migratory Birds and Eagles in IPaC https://www.fws.gov/media/supplemental-information-migratory-birds-and-bald-and-golden-eagles-may-occur-project-action

Migratory bird information is not available at this time

NOT FOR CONSULTATION

Migratory Bird FAQs

Tell me more about avoidance and minimization measures I can implement to avoid or minimize impacts to migratory birds.

Nationwide Avoidance & Minimization Measures for Birds describes measures that can help avoid and minimize impacts to all birds at any location year-round. When birds may be breeding in the area, identifying the locations of any active nests and avoiding their destruction is one of the most effective ways to minimize impacts. To see when birds are most likely to occur and breed in your project area, view the Probability of Presence Summary. Additional measures or permits may be advisable depending on the type of activity you are conducting and the type of infrastructure or bird species present on your project site.

What does IPaC use to generate the list of migratory birds that potentially occur in my specified location?

The Migratory Bird Resource List is comprised of Birds of Conservation Concern (BCC) and other species that may warrant special attention in your project location, such as those listed under the Endangered Species Act or the Bald and Golden Eagle Protection Act and those species marked as "Vulnerable". See the FAQ "What are the levels of concern for migratory birds?" for more information on the levels of concern covered in the IPaC migratory bird species list.

The migratory bird list generated for your project is derived from data provided by the Avian Knowledge Network (AKN). The AKN data is based on a growing collection of survey, banding, and citizen science datasets and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) with which your project intersects. These species have been identified as warranting special attention because they are BCC species in that area, an eagle (Bald and Golden Eagle Protection Act requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, and to verify survey effort when no results present, please visit the Rapid Avian Information Locator (RAIL) Tool.

Why are subspecies showing up on my list?

Subspecies profiles are included on the list of species present in your project area because observations in the AKN for **the species** are being detected. If the species are present, that means that the subspecies may also be present. If a subspecies shows up on your list, you may need to rely on other resources to determine if that subspecies may be present (e.g. your local FWS field office, state surveys, your own surveys).

What does IPaC use to generate the probability of presence graphs for the migratory birds potentially occurring in my specified location?

The probability of presence graphs associated with your migratory bird list are based on data provided by the Avian Knowledge Network (AKN). This data is derived from a growing collection of survey, banding, and citizen science datasets.

Probability of presence data is continuously being updated as new and better information becomes available. To learn more about how the probability of presence graphs are produced and how to interpret them, go to the Probability of Presence Summary and then click on the "Tell me about these graphs" link.

How do I know if a bird is breeding, wintering, or migrating in my area?

To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating, or resident), you may query your location using the RAIL Tool and view the range maps provided for birds in your area at the bottom of the profiles provided for each bird in your results. If a bird on your IPaC migratory bird species list has a breeding season associated with it (indicated by yellow vertical bars on the phenology graph in your "IPaC PROBABILITY OF PRESENCE SUMMARY" at the top of your results list), there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

What are the levels of concern for migratory birds?

Migratory birds delivered through IPaC fall into the following distinct categories of concern:

1. "BCC Rangewide" birds are Birds of Conservation Concern (BCC) that are of concern throughout their range anywhere within the USA (including Hawaii, the Pacific Islands, Puerto Rico, and the Virgin Islands);
2. "BCC - BCR" birds are BCCs that are of concern only in particular Bird Conservation Regions (BCRs) in the continental USA; and
3. "Non-BCC - Vulnerable" birds are not BCC species in your project area, but appear on your list either because of the Bald and Golden Eagle Protection Act requirements (for eagles) or (for non-eagles) potential susceptibilities in offshore areas from certain types of development or activities (e.g. offshore energy development or longline fishing).

Although it is important to avoid and minimize impacts to all birds, efforts should be made, in particular, to avoid and minimize impacts to the birds on this list, especially BCC species. For more information on avoidance and minimization measures you can implement to help avoid and minimize migratory bird impacts, please see the FAQ "Tell me more about avoidance and minimization measures I can implement to avoid or minimize impacts to migratory birds".

Details about birds that are potentially affected by offshore projects

For additional details about the relative occurrence and abundance of both individual bird species and groups of bird species within your project area off the Atlantic Coast, please visit the Northeast Ocean Data Portal. The Portal also offers data and information about other taxa besides birds that may be helpful to you in your project review. Alternately, you may download the bird model results files underlying the portal maps through the NOAA NCCOS Integrative Statistical Modeling and Predictive Mapping of Marine Bird Distributions and Abundance on the Atlantic Outer Continental Shelf project webpage.

Proper interpretation and use of your migratory bird report

The migratory bird list generated is not a list of all birds in your project area, only a subset of birds of priority concern. To learn more about how your list is generated and see options for identifying what other birds may be in your project area, please see the FAQ "What does IPaC use to generate the migratory birds potentially occurring in my specified location". Please be aware this report provides the "probability of presence" of birds within the 10 km grid cell(s)

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that overlap your project; not your exact project footprint. On the graphs provided, please look carefully at the survey effort (indicated by the black vertical line) and for the existence of the "no data" indicator (a red horizontal line). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort bar or no data bar means a lack of data and, therefore, a lack of certainty about presence of the species. This list does not represent all birds present in your project area. It is simply a starting point for identifying what birds of concern have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list and associated information help you know what to look for to confirm presence and helps guide implementation of avoidance and minimization measures to eliminate or reduce potential impacts from your project activities, should presence be confirmed. To learn more about avoidance and minimization measures, visit the FAQ "Tell me about avoidance and minimization measures I can implement to avoid or minimize impacts to migratory birds".

Interpreting the Probability of Presence Graphs
Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. A taller bar indicates a higher probability of species presence. The survey effort can be used to establish a level of confidence in the presence score.

How is the probability of presence score calculated? The calculation is done in three steps:
The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.

To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is 0.25/0.25 = 1; at week 20 it is 0.05/0.25 = 0.2.

The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

Breeding Season ()
Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

Survey Effort ()
Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps.

No Data ()
A week is marked as having no data if there were no survey events for that week.

Survey Timeframe
Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.

Facilities

National Wildlife Refuge lands

Any activity proposed on lands managed by the National Wildlife Refuge system must undergo a 'Compatibility Determination' conducted by the Refuge. Please contact the individual Refuges to discuss any questions or concerns.

There are no refuge lands at this location.

Fish hatcheries

There are no fish hatcheries at this location.

Wetlands in the National Wetlands Inventory (NWI)

Impacts to NWI wetlands and other aquatic habitats may be subject to regulation under Section 404 of the Clean Water Act, or other State/Federal statutes.

For more information please contact the Regulatory Program of the local U.S. Army Corps of Engineers District.

Wetland information is not available at this time

This can happen when the National Wetlands Inventory (NWI) map service is unavailable, or for very large projects that intersect many wetland areas. Try again, or visit the NWI map to view wetlands at this location.

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Data limitations

The Service's objective of mapping wetlands and deepwater habitats is to produce reconnaissance level information on the location, type and size of these resources. The maps are prepared from the analysis of high altitude imagery. Wetlands are identified based on vegetation, visible hydrology and geography. A margin of error is inherent in the use of imagery; thus, detailed on-the-ground inspection of any particular site may result in revision of the wetland boundaries or classification established through image analysis.

The accuracy of image interpretation depends on the quality of the imagery, the experience of the image analysts, the amount and quality of the collateral data and the amount of ground truth verification work conducted. Metadata should be consulted to determine the date of the source imagery used and any mapping problems.

Wetlands or other mapped features may have changed since the date of the imagery or field work. There may be occasional differences in polygon boundaries or classifications between the information depicted on the map and the actual conditions on site.

Data exclusions

Certain wetland habitats are excluded from the National mapping program because of the limitations of aerial imagery as the primary data source used to detect wetlands. These habitats include seagrasses or submerged aquatic vegetation that are found in the intertidal and subtidal zones of estuaries and nearshore coastal waters. Some deepwater reef communities (coral or tuberficid worm reefs) have also been excluded from the inventory. These habitats, because of their depth, go undetected by aerial imagery.

Data precautions

Federal, state, and local regulatory agencies with jurisdiction over wetlands may define and describe wetlands in a different manner than that used in this inventory. There is no attempt, in either the design or products of this inventory, to define the limits of proprietary jurisdiction of any Federal, state, or local government or to establish the geographical scope of the regulatory programs of government agencies. Persons intending to engage in activities involving modifications within or adjacent to wetland areas should seek the advice of appropriate Federal, state, or local agencies concerning specified agency regulatory programs and proprietary jurisdictions that may affect such activities.

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Appendix D

GHG Analysis

Office of Environmental Stewardship
395 John Ireland Blvd.
St. Paul, MN 55155

01/20/2026

Greenhouse Gas Analysis Standard Attachment for Categorical Exclusion Projects

No Changes in Traffic flow

MnDOT evaluates greenhouse gas (GHG) emissions from projects due to concerns about current and future impacts of climate change in Minnesota. GHGs from transportation (carbon dioxide, methane and nitrous oxide) contribute to warming of the atmosphere, which leads to effects in Minnesota that include increases in heavy precipitation, increased flooding, and more episodes of extreme heat.

Because the project will not change traffic, operational greenhouse gas emissions are not expected to change. Construction greenhouse gas emissions will result from production and transportation of construction materials, and from fuel used in construction equipment.

Table 1. Analysis Results

Construction CO2e Emissions (Total over Construction Period*)*	***$CO2_e$, Metric Tons (total)***
Build Alternative	4,639

Appendix E

Traffic Study

ROUNDABOUT JUSTIFICATION REPORT

For

State Aid Project Number: S.A.P. XXX-XXX-XXX
CSAH 54 (Ravenna Trail) & CSAH 68 (200th Street E)
in Ravenna Township, MN

Proposed Letting Date:

I hereby certify that this report was prepared by me or under my supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Tim Klockziem, P.E.	58860 Lic. No.	Date

REVIEWED:

Dakota County Assistant Traffic Engineer	Date

APPROVED:

Metro District State Aid Engineer	Date

PROJECT DESCRIPTION

The intersection for which this roundabout justification report (RJR) has been prepared is located in Ravenna Township in Dakota County. It is at the intersection of CSAH 54 (Ravenna Trail) & CSAH 68 (200th Street E), which is currently side street stop controlled. **Exhibit 1** provides the location of the study intersection.

Dakota County is planning for improvements on CSAH 54 from Hastings City Limits to CSAH 68 in Ravenna Township. The improvements will enhance traffic safety and improve access to the Prairie Island Indian Community. As part of these improvements, roundabout intersection control is being considered at the intersection of CSAH 54 & CSAH 68 intersection.

STUDY INTERSECTION CONDITIONS

EXISTING CONDITIONS

CSAH 54 is a county roadway that runs predominantly in a north-south direction. At the study intersection, CSAH 54 features a two-lane undivided configuration with a posted speed limit of 55 mph. Based on MnDOT classification, it is designated as a major-collector roadway. According to the Minnesota Department of Transportation's (MnDOT) Traffic Mapping Application, the 2018 Annual Average Daily Traffic (AADT) on CSAH 54 was recorded at 3,900 vehicles per day (vpd) in the vicinity of the study intersection.

CSAH 68 is a county roadway that runs predominantly in an east-west direction. At the study intersection, CSAH 68 is a two-lane undivided roadway with a posted speed limit of 55 mph to the east of the study intersection and 45 mph to the west. According to the Minnesota Department of Transportation's (MnDOT) Traffic Mapping Application, the 2018 Annual Average Daily Traffic (AADT) on CSAH 68 was 6,400 vehicles per day (vpd) to the east and 2,700 vpd to the west of the study intersection.

The intersection of CSAH 54 & CSAH 68 is currently side street stop control. There is a dedicated westbound right turn lane at the study intersection. There are no pedestrian or bicycle facilities in the vicinity of the intersection.

The existing geometry and intersection control of the CSAH 54 & CSAH 68 intersection is shown in **Exhibit 2**.

AREA LAND USES

The area directly adjacent to the CSAH 54 & CSAH 68 is comprised of primarily rural and agricultural land uses and has not changed significantly within the past 10 years. There are planned developments in the area that would significantly change nearby land uses or traffic patterns on CSAH 54 or CSAH 68.

PROPOSED CONDITIONS

Improvements and geometric changes are proposed at the CSAH 54 & CSAH 68 intersection as a part of this project. A signal Lane roundabout with a single approach lane for all legs of the intersection is proposed. The proposed roadway geometry is included in **Appendix A**.

TRAFFIC ANALYSIS

A traffic analysis was completed for the AM and PM peak hours for three scenarios: Existing (2024) Conditions, Opening Year (2028) Conditions, and Future Conditions (2048). The traffic analysis focused on the following types of intersection control: side street stop-control, all-way stop control, traffic signal and roundabout control.

TRAFFIC VOLUMES

The analysis was based on existing turning movement volumes and forecasted future traffic volumes for 2048. The existing traffic counts were collected on Tuesday, May 7th, 2024, while school was in session. An AM peak hour of 7:15 AM to 8:15 AM was selected to represent traffic levels during morning hours. Traffic volumes increase significantly starting in the midday until the evening peak period. The PM peak hour was determined to be from 4:45 PM to 5:45 PM.

The traffic volumes for Future (2048) Conditions were developed by applying an annual growth rate to study intersection volumes. Annual growth rates were calculated by comparing base year AADT data with 2040 forecasted volumes from the Travel Demand Model Report that accompanies the Dakota County 2040 Transportation Plan. A 0.7% annual growth was applied to the turning movement traffic volumes to obtain the Future (2048) Conditions traffic volumes. The base year (2017) AADT was 5,500 and forecasted 2040 AADT for CSAH 54 was 6,400 vpd just east of Hastings. A forecasted AADT on CSAH 54 closer to the study intersection or for CSAH 68 was not available, but the growth is assumed to be similar. A review of historic AADT data shows that neither corridor has experienced significant growth in the past 10 years. **Exhibit 3** provides the Existing (2023) Conditions traffic volumes during the AM and PM peak hours. The unadjusted turning movement counts are provided in **Appendix B**.

Exhibit 4 provides the Future (2048) Conditions traffic volumes during the AM and PM peak hours.

WARRANT ANALYSIS

In order to determine which intersection traffic control types may be justified, a warrant analysis was performed for the study intersection using twenty-four hours of traffic data. All-way stop and traffic signal warrants are documented in the Minnesota Manual on Uniform Traffic Control Devices (MnMUTCD). Generally, if the volumes meet the thresholds for all-way stop control, then a roundabout is considered a viable method of intersection control according to the MnDOT Intersection Control Evaluation (ICE) Manual (2017).

All-Way Stop Warrant – Section 2B.7 of the MnMUTCD provides guidance on when an all-way stop is warranted. This warrant is satisfied when the vehicle volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour (vph) for any eight hours of an average day and the combined vehicle, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 vph for the same eight-hour period of the major street.

Traffic Signal Warrant – Section 4 of the MnMUTCD provides guidance on when a traffic signal is a warranted. State Aid requires that at least one signal warrant is met to justify a traffic signal. The following warrants were included in the analysis: Warrant 1 (Eight-Hour Vehicular Volume), Warrant 2 (Four-Hour Vehicular Volume), and Warrant 3 (Peak Hour).

Right-turn traffic on the minor street approach (northbound and southbound right-turn movements) was included in the minor approach volumes in the traffic signal warrant analysis based on standard Dakota County practice and guidance from the MnDOT Metro Traffic Signal Justification Methodology.

The 70% reduction factor for high-speed roadway was applied to the warrant volume thresholds as the intersection is located on a roadway with a speed limit of 45 mph or greater.

The warrants were evaluated based on the Existing (2024) Conditions, Opening Year (2028) Conditions, and Future Year (2048) Conditions. A summary of the warrant analysis for each scenario is shown in **Table 1**.

Table 1: Warrant Analysis Summary

Warrant	Requirement	Existing (2024) Conditions		Opening Year (2028) Conditions		Future Year (2048) Conditions	
		Results	Warrant Met	Results	Warrant Met	Results	Warrant Met
All-Way Stop Control Warrant	8 hours	1 hours	No	1 hour	No	3 hours	No
Signal Warrant 1A Eight-Hour Vehicular Volume	8 hours	0 hours	No	0 hours	No	0 hours	No
Signal Warrant 1B Eight-Hour Vehicular Volume	8 hours	0 hours	No	0 hours	No	0 hours	No
Signal Warrant 2 Four-Hour Vehicular Volume	4 hours	0 hours	No	0 hours	No	0 hours	No
Signal Warrant 3 Peak Hour	1 hour	0 hours	No	0 hours	No	0 hours	No

Based on the Existing Conditions (2024), Opening Year Conditions (2028), and Future Year Conditions (2048) traffic volumes, no warrants were met. Because no traffic signal warrants were met and the all-way stop control warrant was not met, neither traffic signal control or all-way stop control were considered for further evaluation at this intersection. While the all-way stop control warrant is used as an indicator of where a roundabout may be a viable method of intersection control, there are other considerations when considering roundabouts that will be discussed in later sections. The warrant analysis worksheets are provided in **Appendix C**.

INTERSECTION CAPACITY ANALYSIS

An intersection capacity analysis was performed for Existing (2024) Conditions, Opening Year (2028) Conditions, and Future (2048) Conditions. Synchro/SimTraffic was utilized to analyze the intersection as all-way stop control and RODEL was utilized to analyze the roundabout control scenario. For SimTraffic, an average of five runs was used to calculate the level of service (LOS) and delay. The 50th percentile confidence interval results from RODEL are reported. The 50% confidence level provides expectations of typical roundabout performance on an average day and equally compares to intersection control types analyzed in other software programs.

EXISTING (2024) CONDITIONS

An intersection capacity analysis was performed for Existing (2024) Conditions in order to evaluate the existing operations of the intersection with all-way stop control. **Table 2** provides a summary of the capacity analysis for Existing (2024) Conditions during the AM and PM peak hours.

Table 2 – Existing (2024) Conditions Intersection Operations Analysis Results

Intersection Control	Peak Hour	Approach	Left		Through		Right		Overall	
			Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS
Side Street Stop	AM	EB	0.7	A	2.0	A			4.6	A
		WB			1.6	A	0.1	A		
		SB	7.5	A			5.6	A		
	PM	EB	1.2	A	2.5	A			5.2	A
		WB			2.5	A	0.6	A		
		SB	11.3	B			10.9	B		

Based on the Existing (2024) Conditions capacity analysis, all movements currently operate at LOS B or better during the AM and PM peak hours. All 95th percentile queues are anticipated to remain within their respective storage bays. The SimTraffic reports for Existing (2024) Conditions are included in **Appendix D**.

OPENING YEAR (2028) CONDITIONS

An intersection capacity analysis was performed for Opening Year (2028) Conditions for signal control and roundabout intersection control. Synchro/SimTraffic was used to analyze the signal control, and RODEL was utilized to analyze the roundabout control. For the roundabout analysis, the geometry provided in **Appendix A** was used.

The capacity analysis for all-way stop control in the Opening Year (2028) Conditions during the AM and PM peak hours is summarized in **Table .** The capacity analysis for roundabout control in the Opening Year (2028) Conditions during the AM and PM peak hours are summarized in

Table .

Table 3: Opening Year (2028) No Build Conditions Intersection Operations Analysis Results

Intersection Control	Peak Hour	Approach	Left		Through		Right		Overall	
			Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS
Side Street Stop	AM	EB	0.5	A	2.0	A			4.6	A
		WB			1.9	A	0.1	A		
		SB	7.9	A			5.6	A		
	PM	EB	1.2	A	2.5	A			5.2	A
		WB			2.4	A	1.9	A		
		SB	11.2	B			9.6	A		

Table 4 – Opening Year (2028) Build Conditions Intersection Operations Analysis Results

Intersection Control	Peak Hour	Approach	Intersection Operations		Overall	
			Delay (sec/veh)	LOS	Delay (sec/veh)	LOS
Roundabout 50% Confidence Level	AM	EB	3.3	A	3.35	A
		WB	3.2	A		
		SB	3.4	A		
	PM	EB	3.6	A	3.73	A
		WB	3.8	A		
		SB	3.7	A		

Based on the Opening Year (2028) Conditions capacity analysis, all movements are expected to operate at LOS A or better during the AM peak hour and LOS B or better during the PM peak hour with side-street stop control, and all approaches are expected to operate at LOS A or better during the AM and PM peak hours with roundabout control.

The SimTraffic and RODEL reports for the Opening Year (2028) Conditions analysis are included in **Appendix E** and **Appendix F**, respectively.

FUTURE YEAR (2048) CONDITIONS

An intersection capacity analysis was also performed for Future (2048) Conditions for signal control and roundabout intersection control. Synchro/SimTraffic was used to analyze the signal control, and RODEL was utilized to analyze the roundabout control. For the roundabout analysis, the geometry provided in **Appendix A** was used.

The capacity analysis for all-way stop control in the Future (2048) Conditions during the AM and PM peak hours is summarized in **Table 5.** The capacity analysis for roundabout control in the Future (2048) Conditions during the AM and PM peak hours are summarized in

Table .

Table 5: Future (2048) No Build Conditions Intersection Operations Analysis Results

Intersection Control	Peak Hour	Approach	Left		Through		Right		Overall	
			Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS
Side Street Stop	AM	EB	0.7	A	2.0	A			5.2	A
		WB			1.9	A	0.1	A		
		SB	8.9	A			7.1	A		
	PM	EB	1.6	A	2.5	A			5.6	A
		WB			2.7	A	0.9	A		
		SB	12.6	B			11.4	B		

Table 6 – Future (2048) Build Conditions Intersection Operations Analysis Results

Intersection Control	Peak Hour	Approach	Intersection Operations		Overall	
			Delay (sec/veh)	LOS	Delay (sec/veh)	LOS
Roundabout 50% Confidence Level	AM	EB	3.4	A	3.4	A
		WB	3.2	A		
		SB	3.4	A		
	PM	EB	4.5	A	4.8	A
		WB	5.0	A		
		SB	4.8	A		

Based on the Future (2048) Conditions capacity analysis, all movements are expected to operate at LOS A or better during the AM peak hour and LOS B or better during the PM peak hour with side-street stop control, and all approaches are expected to operate at LOS A or better during the AM and PM peak hours with roundabout control.

The SimTraffic and RODEL reports for the Future (2048) Conditions analysis are included in **Appendix G** and **Appendix H**, respectively.

SAFETY

A review of the intersection's crash history shows that there have been eight reported crashes at the study intersection between 2020 and 2024. Using MnDOT's 2023 "Green Sheets" intersection crash rates were calculated and compared against statewide average values to develop a critical index. The crash index is a comparison of the intersection crashes, volume, and characteristics to similar locations statewide. A critical index greater than 1.0 indicates that there is a high probability that the conditions at the site are contributing to the higher crash rate. **Table 7** provides a summary of the crash data for the CSAH 54 & CSAH 68 intersection and includes the total number of crashes, crash severities, observed crash rates, statewide average and critical crash rates, and the critical indices.

Table 7 – Intersection Crash Summary (2020-2024)

Total Number of Crashes	Crash Severity					Crash Rate Type	Statewide Average Crash Rate[1] (crashes/ MEV)	Critical Crash Rate	Critical Index
	PDO	C	B	A	K				
8	3	1	3	1	0	Total Crash Rate	0.15	0.47	**1.43**
						Fatal & Serious Injury Crash Rate	0.41	7.0	**1.20**

1. *Source: MnDOT 2015 Intersection Green Sheet, 5 Years of Crash Data, Signals: low volume, low speed.*
2. *Critical crash index above 1.0 indicates a crash rate that is above the statewide average for similar intersections at a statistically significant level.*

Based on the statewide critical crash rate for similar intersections, this intersection is above the normal, expected range. The critical index was 1.43 for (an average MnDOT critical rate of 0.47) and a critical index of 1.20 for fatal & serious injury crash rate (an average MnDOT critical rate of 7.0). Therefore, there is a statistically significant safety issue at the intersection. Most crashes can be attributed to drivers being unaware that they are approaching

an intersection, specifically in the southbound direction on CSAH 54 and not being prepared to stop and yield the right of way to vehicles on CSAH 68. The Green Sheet calculations and crash diagram for the intersection are included in **Appendix I**.

Roundabouts have been shown to improve safety compared to traditional intersection control methods in many cases. The MnDOT Office of Traffic Engineering produced A Study of the Traffic Safety at Roundabouts in Minnesota[1] in 2017 that was updated in 2021. This study found that roundabouts reduced rate of fatal crashes and injury crashes by 86 percent and 83 percent, respectively. This study also found that right angle and left turn crash rates were reduced by 69 percent and 83 percent, respectively. The improvement in safety is in part due to the elimination of crossing conflict points, where more severe crash types like angle and left-turn crashes usually occur. A conventional intersection on a two-lane roadway has 32 conflict points: 16 crossing conflicts, eight merging conflicts, and eight diverging conflicts The proposed roundabout would reduce this number to eight conflict points: zero crossing conflicts, four merging conflicts, and four diverging conflicts. Data published by Crash Modification Factors (CMF) Clearinghouse supports these findings. Based on studies summarized in the CMF Clearinghouse, a 58 percent reduction in total crashes and a 82 percent reduction in injury crashes could be expected with the conversion of a stop-controlled intersection to a single-lane roundabout on rural roadways (CMF 207[2] and CMF 211[3]).

Another reason roundabouts have proven to improve safety is their ability to reduce speeds through the intersection. The geometry of the approaches to the roundabout and the circulating roadway limit driver speeds, thus reducing speed differential between vehicles, shallowing out conflict angles, and reducing severity of crashes. This could specifically improve crash outcomes in this location as the larger footprint of a roundabout and curvature of approaches will increase driver awareness that they are approaching and intersection and will need to correctly yield the right of way to other drivers.

DESIGN DATA

The roundabout is proposed to be an urban single lane roundabout. Landscaping will be provided on the center island of the roundabout. The proposed geometric layout and typical section of the roundabout can be referenced in **Appendix A** and **Appendix J**, respectively. The roundabout has been designed consistent with criteria outlined in the Federal Highway Administration's (FHWA) *Roundabouts: An Informational Guide*.

The lane width is proposed to be 22 feet including gutter widths for the circulating lanes with the entrance/exit lane widths ranging from 19.5 feet to 23 feet, including gutter widths. A B612 concrete curb and gutter is proposed along the inside of the truck apron with R424 curb and gutter between the truck apron and circulating lane. The design vehicle utilized in the design of the roundabout an interstate semi-trailer (WB-62). B418 curb and gutter will be constructed on the outside of the roundabout for accommodation of larger vehicles. The design vehicle paths are shown in **Appendix K**.

The roundabout design meets MnDOT and FHWA guidelines for speed control and speed differential. The vehicle fastest path radii and speeds for each leg, as described in FHWA's *Roundabouts: An Informational Guide*, are included in **Appendix L**.

[1] https://www.dot.state.mn.us/trafficeng/safety/docs/roundaboutstudy.pdf

[2] https://cmfclearinghouse.fhwa.dot.gov/detail.php?facid=207

[3] https://cmfclearinghouse.fhwa.dot.gov/detail.php?facid=211

HORIZONTAL SIGHT DISTANCE

A horizontal sight distance analysis was completed to make sure that a vehicle entering the roundabout would have enough unobstructed sight distance to see another potentially conflicting vehicle (in the upstream entry or circulating lane) from far enough away to decide whether to yield. Detailed information pertaining to the sight distance diagrams are shown in **Appendix M**. Sight distance diagrams also inform where tall growth vegetation shall be prohibited in boulevards and the central island.

PEDESTRIAN AND BICYCLIST IMPACTS

Pedestrian safety is anticipated to be improved with the installation of a roundabout compared to a side-street stop-controlled intersection. Pedestrian facilities, sidewalks/multi-use trail and curb ramps with painted cross walks are being proposed for legs of the intersection. The existing intersection geometry has no pedestrian or bike facilities. With the proposed roundabout design, splitter islands would be provided on all three intersection approaches. These splitter islands allow for a two-stage crossing, where pedestrians only need to cross one direction of a traffic at a time. With traditional intersections, pedestrians are required to cross all lanes of traffic in one stage.

ALTERNATIVE CONSIDERED

Four alternatives were considered at this intersection. The intersection is currently side street stop control. Leaving the intersection control unchanged was considered as an alternative. The analysis also considered converting the intersection to all-way stop control, a traffic signal, or a roundabout. The evaluation of the alternatives considered traffic operations and safety as well as other factors and found the following:

- Side street stop control: Maintaining side street stop control would require the least right-of-way and lowest cost to install and maintain compared to the other alternatives. However, the crash rate with the existing intersection control is well above statewide averages for similar intersections.
- All-way stop control: all-way stop control would cost less to construct than a roundabout and require no additional right-of-way. However, all-way stop control was determined to not be warranted based on traffic volumes. Unwarranted all-way stop control can produce negative safety outcomes.
- Traffic Signal: A Traffic signal would likely have cost less to construct and require less right-of-way than a roundabout. A traffic signal was determined to not be warranted based on traffic volumes. Traffic signal also has higher operation and maintenance costs than a roundabout.
- Roundabout: Roundabout control is expected to operate with the lower delays to side street stop control. It was also determined to be the safest alternative, for vehicles, pedestrians, and bicyclists. This due to the reduction in conflict points and reduction of vehicle speeds through the intersection. A roundabout would require more right-of-way and likely cost more to construct than all-way stop control or a traffic signal.

JUSTIFICATION

A roundabout is justified at the intersection of CSAH 54 & CSAH 68 for the following reasons:

- The analysis shows that a roundabout will operate with lower delay than under side street stop control, and all approaches would be expected to operate at LOS A or better under Future (2048) Conditions.

- The proposed roundabout is expected to have fewer total and fewer injury crashes when compared to an all-way stop intersection based on the reduction in conflict points at the intersection. Studies conducted by MnDOT confirm that roundabouts reduce the rate of fatal and injury crashes by 86 and 83 percent, respectively.

- The implementation of a roundabout is expected to significantly enhance pedestrian safety. The design incorporates splitter islands, facilitating a two-stage crossing for pedestrians as opposed to traditional intersections, where pedestrians must traverse all lanes of traffic in a single stage.

EXHIBITS

Exhibit 1: Project Site Location

Exhibit 2: Existing Geometry and Intersection Control

Exhibit 3: Existing (2024) Conditions Peak Hour Traffic Volumes

Exhibit 4: Future (2048) Conditions Peak Hour Traffic Volumes



EXHIBIT 1

PROJECT SITE LOCATION AND STUDY AREA

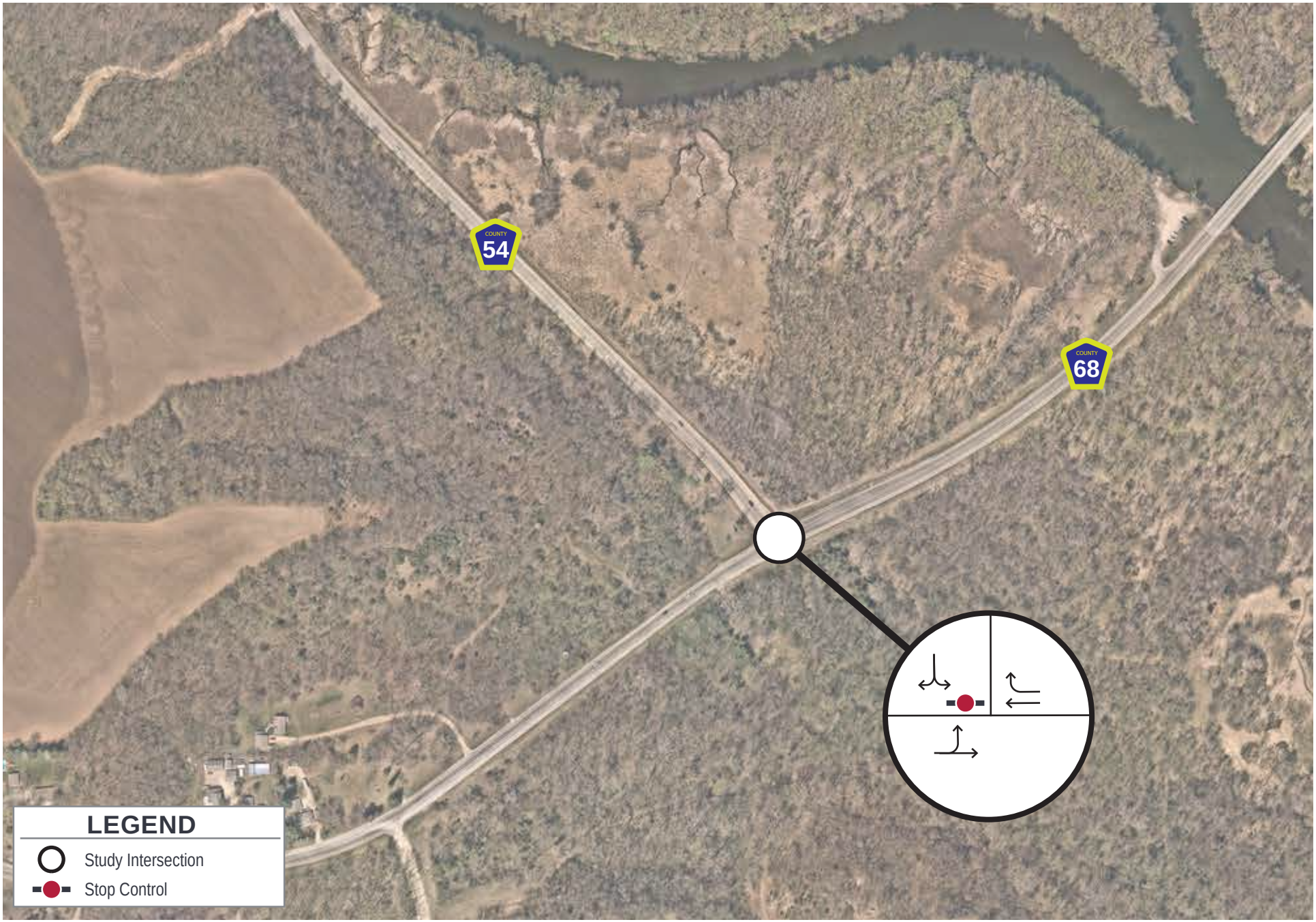


EXHIBIT 2

EXISTING GEOMETRY AND INTERSECTION CONTROL

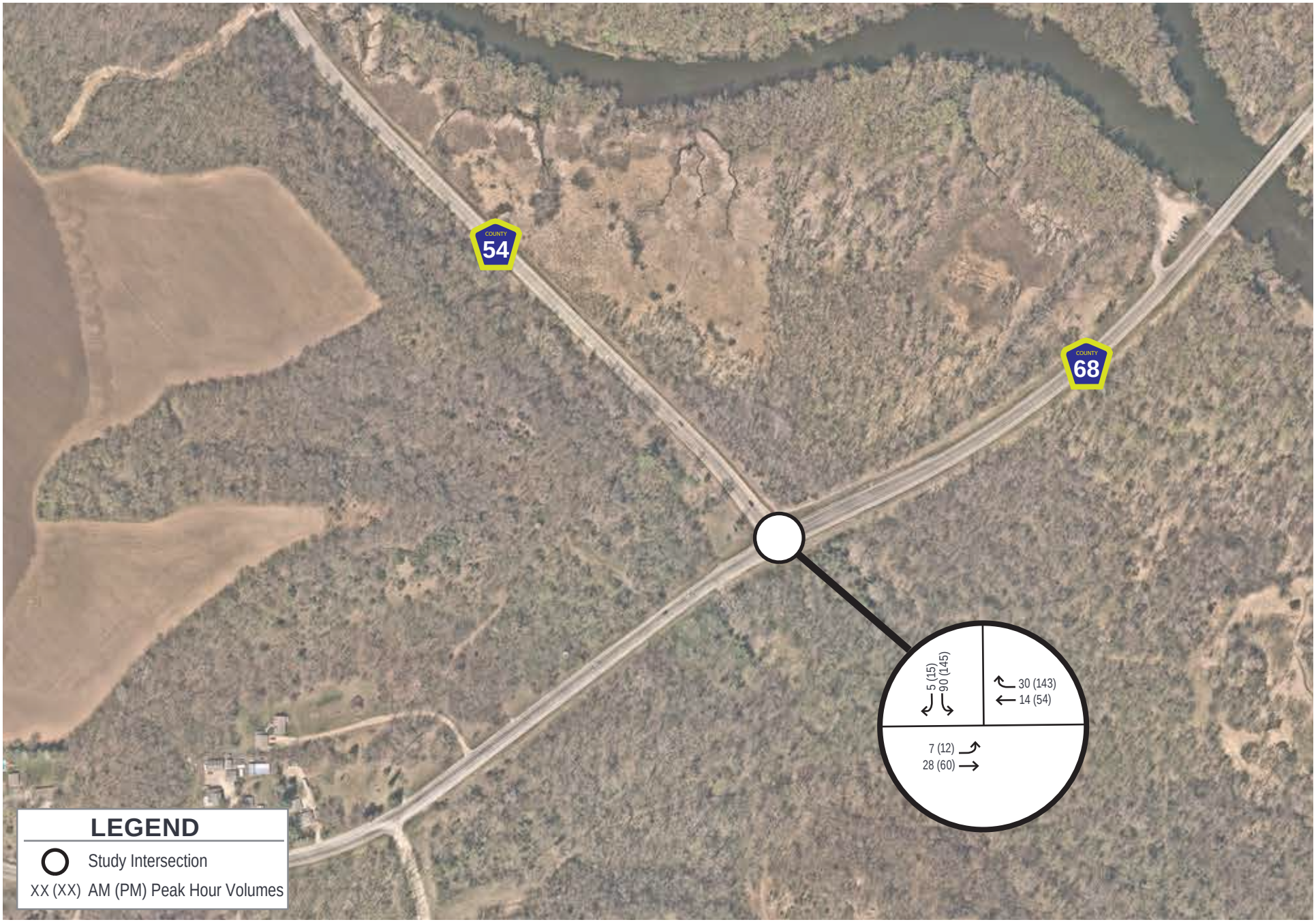


EXHIBIT 3

EXISTING YEAR 2024
PEAK HOUR TRAFFIC VOLUMES

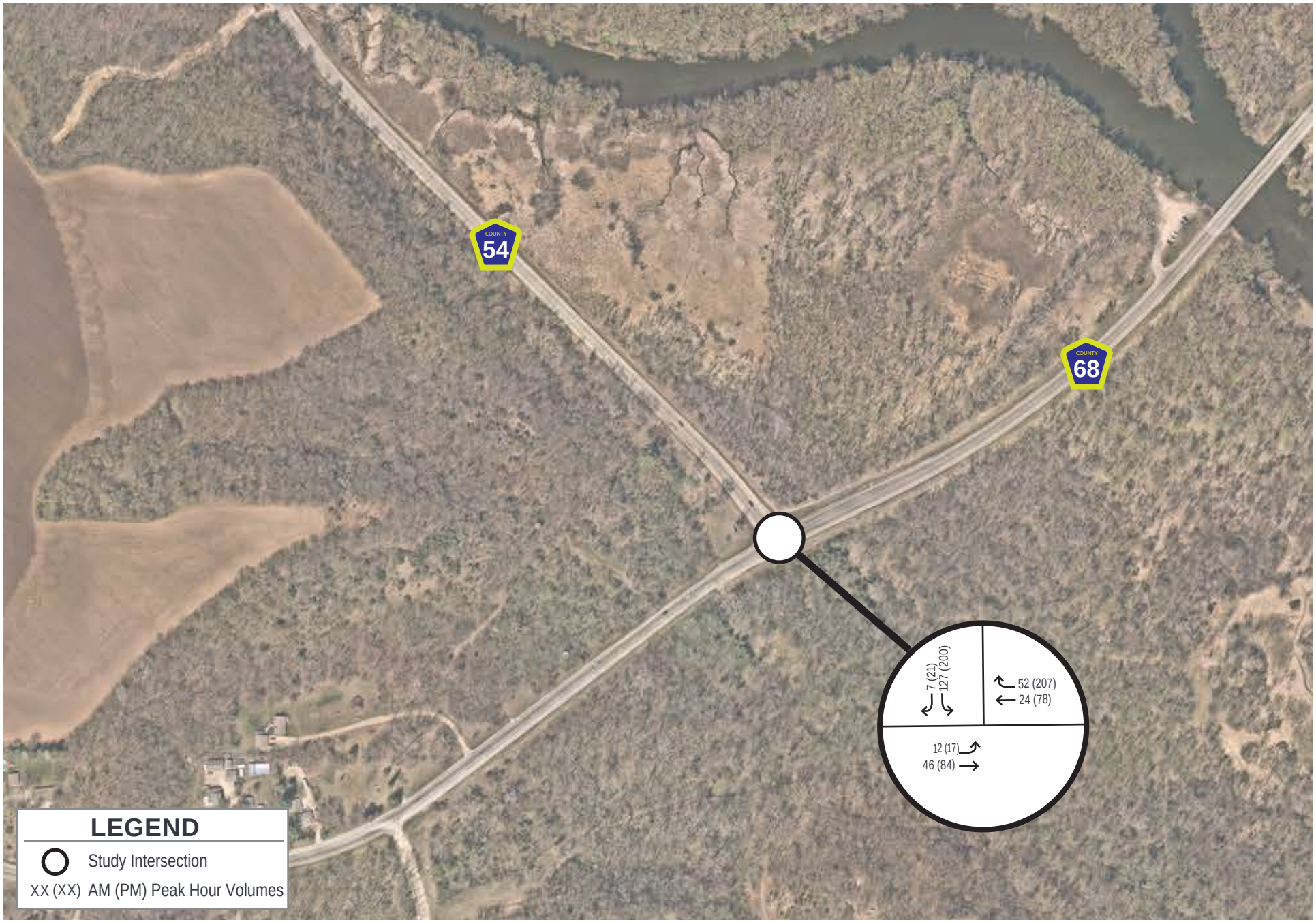


EXHIBIT 4

FUTURE YEAR 2040
PEAK HOUR TRAFFIC VOLUMES

APPENDIX

Appendix A: Proposed Geometric Layout

Appendix B: Unadjusted Turning Movement Counts

Appendix C: Warrant Analyses

Appendix D: Existing (2024) Conditions SimTraffic Reports

Appendix E: Opening Year (2028) Conditions SimTraffic Reports

Appendix F: Opening Year (2028) Conditions RODEL Reports

Appendix G: Future (2048) Conditions SimTraffic Reports

Appendix H: Future (2048) Conditions RODEL Reports

Appendix I: Historical Crash Data

Appendix J: Proposed Typical Section

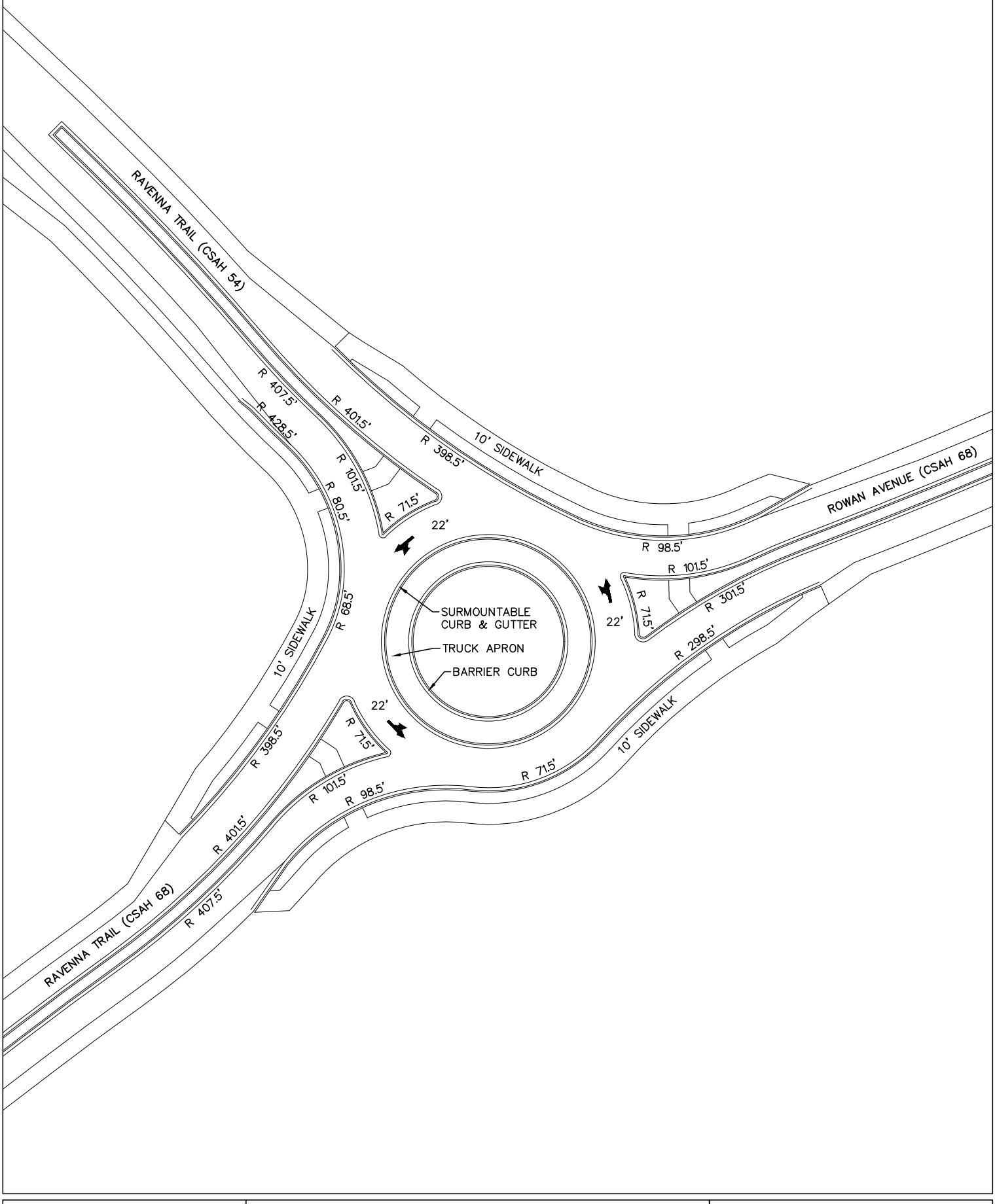
Appendix K: Design Vehicle Paths

Appendix L: Fastest Path Radii and Speeds

Appendix M: Sight Distance Diagrams

Appendix A: Proposed Geometric Layout

NOTE: RADII MEASURED AT FACE OF CUR



K:\TCS_Civil\County\DAKOTA\CSAH 54 - Ravenna Trail\CAD\Plan Sheets\Exhibits\RJR\CSAH 54_RJR_Appx D.dwg November 07, 2024 - 4:20pm

Kimley»Horn

PROPOSED GEOMETRIC LAYOUT
CSAH 54 & CSAH 68

Dakota COUNTY

NORTH

0 30 60
HORIZONTAL
SCALE IN FEET

Appendix B: Unadjusted Turning Movement Counts

CR 54 & 200th St E - TMC

Tue May 7, 2024
Full Length (12 AM-12 AM (+1))
All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses, Pedestrians, Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1183709, Location: 44.663534, -92.739718

Provided by: Kimley-Horn and Associates, Inc.
767 Eustis Street, Suite 100,
Saint Paul, MN, 55114, US

Leg Direction	CR 54 Southbound					200th St Eastbound					200th St Westbound					
Time	L	R	U	**App**	Ped*	L	T	U	**App**	Ped*	T	R	U	**App**	Ped*	**Int**
2024-05-07 12:00AM	3	0	0	**3**	0	1	2	0	**3**	0	7	13	0	**20**	0	**26**
12:15AM	8	0	0	**8**	0	0	2	0	**2**	0	7	10	0	**17**	0	**27**
12:30AM	2	0	0	**2**	0	0	2	0	**2**	0	4	9	0	**13**	0	**17**
12:45AM	5	0	0	**5**	0	0	1	0	**1**	0	4	4	0	**8**	0	**14**
Hourly Total	18	0	0	**18**	0	1	7	0	**8**	0	22	36	0	**58**	0	**84**
1:00AM	2	0	0	**2**	0	0	1	0	**1**	0	5	9	0	**14**	0	**17**
1:15AM	4	0	0	**4**	0	0	3	0	**3**	0	1	4	0	**5**	0	**12**
1:30AM	3	0	0	**3**	0	0	2	0	**2**	0	3	11	0	**14**	0	**19**
1:45AM	1	0	0	**1**	0	0	1	0	**1**	0	6	8	0	**14**	0	**16**
Hourly Total	10	0	0	**10**	0	0	7	0	**7**	0	15	32	0	**47**	0	**64**
2:00AM	4	0	0	**4**	0	0	0	0	**0**	0	6	9	0	**15**	0	**19**
2:15AM	2	0	0	**2**	0	0	3	0	**3**	0	2	10	0	**12**	0	**17**
2:30AM	4	0	0	**4**	0	0	0	0	**0**	0	3	3	0	**6**	0	**10**
2:45AM	2	0	0	**2**	0	0	2	0	**2**	0	3	1	0	**4**	0	**8**
Hourly Total	12	0	0	**12**	0	0	5	0	**5**	0	14	23	0	**37**	0	**54**
3:00AM	0	0	0	**0**	0	0	0	0	**0**	0	3	1	0	**4**	0	**4**
3:15AM	3	0	0	**3**	0	0	2	0	**2**	0	0	7	0	**7**	0	**12**
3:30AM	1	0	0	**1**	0	0	1	0	**1**	0	2	6	0	**8**	0	**10**
3:45AM	0	1	0	**1**	0	0	2	0	**2**	0	2	6	0	**8**	0	**11**
Hourly Total	4	1	0	**5**	0	0	5	0	**5**	0	7	20	0	**27**	0	**37**
4:00AM	2	0	0	**2**	0	0	0	0	**0**	0	3	5	0	**8**	0	**10**
4:15AM	2	0	0	**2**	0	0	2	0	**2**	0	1	6	0	**7**	0	**11**
4:30AM	6	1	0	**7**	0	0	10	0	**10**	0	3	2	0	**5**	0	**22**
4:45AM	7	0	0	**7**	0	1	9	0	**10**	0	3	1	0	**4**	0	**21**
Hourly Total	17	1	0	**18**	0	1	21	0	**22**	0	10	14	0	**24**	0	**64**
5:00AM	8	0	0	**8**	0	0	4	0	**4**	0	0	4	0	**4**	0	**16**
5:15AM	10	0	0	**10**	0	0	10	0	**10**	0	0	9	0	**9**	0	**29**
5:30AM	5	0	0	**5**	0	0	22	0	**22**	0	5	11	0	**16**	0	**43**
5:45AM	18	0	0	**18**	0	0	12	0	**12**	0	3	7	0	**10**	0	**40**
Hourly Total	41	0	0	**41**	0	0	48	0	**48**	0	8	31	0	**39**	0	**128**
6:00AM	9	0	0	**9**	0	2	7	0	**9**	0	0	15	0	**15**	0	**33**
6:15AM	24	0	0	**24**	0	3	10	0	**13**	0	0	11	0	**11**	0	**48**
6:30AM	17	0	0	**17**	0	5	13	0	**18**	0	3	8	0	**11**	0	**46**
6:45AM	16	1	0	**17**	0	3	15	0	**18**	0	2	11	0	**13**	0	**48**
Hourly Total	66	1	0	**67**	0	13	45	0	**58**	0	5	45	0	**50**	0	**175**
7:00AM	15	0	0	**15**	0	3	13	0	**16**	0	0	6	0	**6**	0	**37**
7:15AM	22	1	0	**23**	0	4	8	0	**12**	0	3	13	0	**16**	0	**51**
7:30AM	27	1	0	**28**	0	1	11	0	**12**	0	3	4	0	**7**	0	**47**
7:45AM	18	1	0	**19**	0	1	5	0	**6**	0	2	5	0	**7**	0	**32**
Hourly Total	82	3	0	**85**	0	9	37	0	**46**	0	8	28	0	**36**	0	**167**
8:00AM	23	2	0	**25**	0	1	4	0	**5**	0	6	8	0	**14**	0	**44**
8:15AM	25	1	0	**26**	0	3	8	0	**11**	0	8	6	0	**14**	0	**51**
8:30AM	23	2	0	**25**	0	0	8	0	**8**	0	6	11	0	**17**	0	**50**
8:45AM	24	1	0	**25**	0	2	8	0	**10**	0	4	5	0	**9**	0	**44**
Hourly Total	95	6	0	**101**	0	6	28	0	**34**	0	24	30	0	**54**	0	**189**
9:00AM	23	1	0	**24**	0	0	8	0	**8**	0	3	9	0	**12**	0	**44**
9:15AM	15	3	0	**18**	0	4	9	0	**13**	0	6	10	1	**17**	0	**48**
9:30AM	21	2	0	**23**	0	1	12	0	**13**	0	2	14	0	**16**	0	**52**
9:45AM	23	1	1	**25**	0	3	6	0	**9**	0	5	16	0	**21**	0	**55**
Hourly Total	82	7	1	**90**	0	8	35	0	**43**	0	16	49	1	**66**	0	**199**
10:00AM	24	1	0	**25**	0	2	7	0	**9**	0	8	10	0	**18**	0	**52**
10:15AM	32	2	0	**34**	0	2	8	0	**10**	0	4	9	0	**13**	0	**57**
10:30AM	31	0	0	**31**	0	1	14	0	**15**	0	7	15	0	**22**	0	**68**

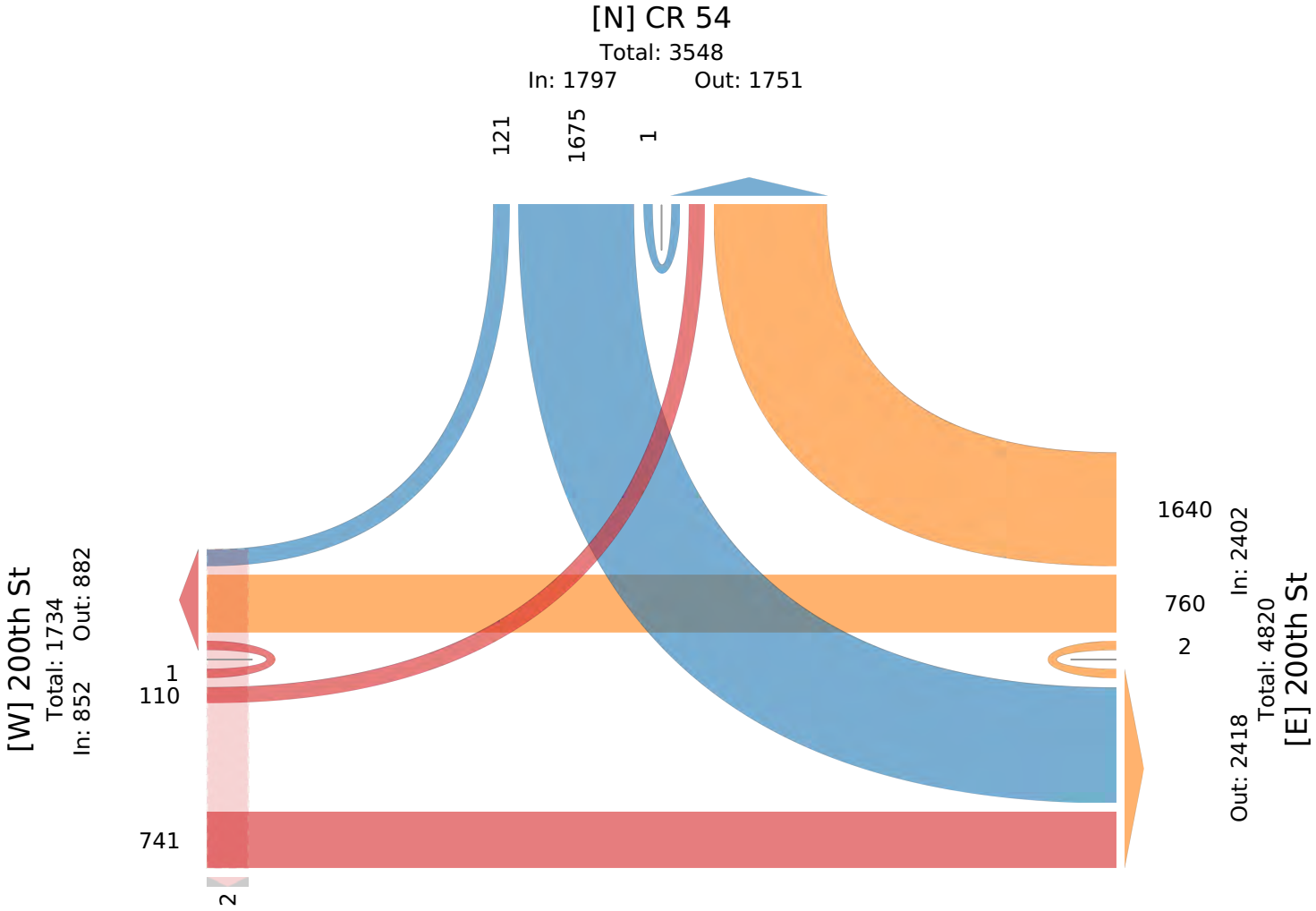
Leg	CR 54					200th St					200th St					
Direction	Southbound					Eastbound					Westbound					
Time	L	R	U	**App**	Ped*	L	T	U	**App**	Ped*	T	R	U	**App**	Ped*	**Int**
10:45AM	23	0	0	**23**	0	2	7	0	**9**	0	7	13	0	**20**	0	**52**
Hourly Total	110	3	0	**113**	0	7	36	0	**43**	0	26	47	0	**73**	0	**229**
11:00AM	24	3	0	**27**	0	3	16	0	**19**	0	2	8	0	**10**	0	**56**
11:15AM	27	4	0	**31**	0	2	14	0	**16**	0	5	8	0	**13**	0	**60**
11:30AM	27	2	0	**29**	0	2	11	0	**13**	0	10	18	0	**28**	0	**70**
11:45AM	32	1	0	**33**	0	0	14	0	**14**	0	7	12	0	**19**	0	**66**
Hourly Total	110	10	0	**120**	0	7	55	0	**62**	0	24	46	0	**70**	0	**252**
12:00PM	37	1	0	**38**	0	1	6	0	**7**	0	6	19	0	**25**	0	**70**
12:15PM	18	0	0	**18**	0	0	14	0	**14**	0	8	29	0	**37**	0	**69**
12:30PM	30	1	0	**31**	0	1	10	0	**11**	0	7	30	0	**37**	0	**79**
12:45PM	27	1	0	**28**	0	2	14	0	**16**	0	12	28	0	**40**	0	**84**
Hourly Total	112	3	0	**115**	0	4	44	0	**48**	0	33	106	0	**139**	0	**302**
1:00PM	26	3	0	**29**	0	2	5	0	**7**	0	9	30	0	**39**	0	**75**
1:15PM	29	2	0	**31**	0	1	8	0	**9**	0	9	31	1	**41**	0	**81**
1:30PM	27	1	0	**28**	0	0	9	0	**9**	0	9	27	0	**36**	0	**73**
1:45PM	25	1	0	**26**	0	3	9	0	**12**	0	9	25	0	**34**	0	**72**
Hourly Total	107	7	0	**114**	0	6	31	0	**37**	0	36	113	1	**150**	0	**301**
2:00PM	16	1	0	**17**	0	2	13	1	**16**	2	14	36	0	**50**	0	**83**
2:15PM	19	0	0	**19**	0	3	8	0	**11**	0	13	32	0	**45**	0	**75**
2:30PM	21	5	0	**26**	0	1	6	0	**7**	0	11	23	0	**34**	0	**67**
2:45PM	19	3	0	**22**	0	1	8	0	**9**	0	15	30	0	**45**	0	**76**
Hourly Total	75	9	0	**84**	0	7	35	1	**43**	2	53	121	0	**174**	0	**301**
3:00PM	29	6	0	**35**	0	3	19	0	**22**	0	20	37	0	**57**	0	**114**
3:15PM	28	2	0	**30**	0	0	11	0	**11**	0	23	41	0	**64**	0	**105**
3:30PM	25	3	0	**28**	0	1	9	0	**10**	0	25	34	0	**59**	0	**97**
3:45PM	29	4	0	**33**	0	4	5	0	**9**	0	22	32	0	**54**	0	**96**
Hourly Total	111	15	0	**126**	0	8	44	0	**52**	0	90	144	0	**234**	0	**412**
4:00PM	22	5	0	**27**	0	2	12	0	**14**	0	32	43	0	**75**	0	**116**
4:15PM	22	0	0	**22**	0	0	10	0	**10**	0	22	49	0	**71**	0	**103**
4:30PM	29	4	0	**33**	0	0	11	0	**11**	0	25	37	0	**62**	0	**106**
4:45PM	32	2	0	**34**	0	6	14	0	**20**	0	10	21	0	**31**	0	**85**
Hourly Total	105	11	0	**116**	0	8	47	0	**55**	0	89	150	0	**239**	0	**410**
5:00PM	38	3	0	**41**	0	2	18	0	**20**	0	13	45	0	**58**	0	**119**
5:15PM	42	4	0	**46**	0	2	19	0	**21**	0	16	43	0	**59**	0	**126**
5:30PM	33	6	0	**39**	0	2	9	0	**11**	0	15	34	0	**49**	0	**99**
5:45PM	30	2	0	**32**	0	1	7	0	**8**	0	19	37	0	**56**	0	**96**
Hourly Total	143	15	0	**158**	0	7	53	0	**60**	0	63	159	0	**222**	0	**440**
6:00PM	31	2	0	**33**	0	3	7	0	**10**	0	12	19	0	**31**	0	**74**
6:15PM	25	5	0	**30**	0	0	16	0	**16**	0	14	30	0	**44**	0	**90**
6:30PM	23	3	0	**26**	0	2	10	0	**12**	0	11	23	0	**34**	0	**72**
6:45PM	31	2	0	**33**	0	0	6	0	**6**	0	5	23	0	**28**	0	**67**
Hourly Total	110	12	0	**122**	0	5	39	0	**44**	0	42	95	0	**137**	0	**303**
7:00PM	18	1	0	**19**	0	1	5	0	**6**	0	8	22	0	**30**	0	**55**
7:15PM	27	0	0	**27**	0	3	6	0	**9**	0	9	25	0	**34**	0	**70**
7:30PM	20	3	0	**23**	0	0	11	0	**11**	0	8	9	0	**17**	0	**51**
7:45PM	17	0	0	**17**	0	1	7	0	**8**	0	16	19	0	**35**	0	**60**
Hourly Total	82	4	0	**86**	0	5	29	0	**34**	0	41	75	0	**116**	0	**236**
8:00PM	25	2	0	**27**	0	1	9	0	**10**	0	11	21	0	**32**	0	**69**
8:15PM	14	3	0	**17**	0	0	6	0	**6**	0	12	22	0	**34**	0	**57**
8:30PM	12	1	0	**13**	0	1	6	0	**7**	0	8	20	0	**28**	0	**48**
8:45PM	17	0	0	**17**	0	0	11	0	**11**	0	6	23	0	**29**	0	**57**
Hourly Total	68	6	0	**74**	0	2	32	0	**34**	0	37	86	0	**123**	0	**231**
9:00PM	15	1	0	**16**	0	1	8	0	**9**	0	7	12	0	**19**	0	**44**
9:15PM	15	2	0	**17**	0	0	8	0	**8**	0	6	17	0	**23**	0	**48**
9:30PM	18	1	0	**19**	0	0	5	0	**5**	0	10	29	0	**39**	0	**63**
9:45PM	11	1	0	**12**	0	0	2	0	**2**	0	3	22	0	**25**	0	**39**
Hourly Total	59	5	0	**64**	0	1	23	0	**24**	0	26	80	0	**106**	0	**194**
10:00PM	8	0	0	**8**	0	0	3	0	**3**	0	9	17	0	**26**	0	**37**
10:15PM	8	0	0	**8**	0	1	4	0	**5**	0	13	21	0	**34**	0	**47**
10:30PM	6	0	0	**6**	0	2	7	0	**9**	0	11	12	0	**23**	0	**38**

Leg Direction	CR 54 Southbound					200th St Eastbound					200th St Westbound					
Time	L	R	U	**App**	Ped*	L	T	U	**App**	Ped*	T	R	U	**App**	Ped*	**Int**
10:45PM	3	0	0	**3**	0	0	4	0	**4**	0	8	10	0	**18**	0	**25**
Hourly Total	25	0	0	**25**	0	3	18	0	**21**	0	41	60	0	**101**	0	**147**
11:00PM	10	0	0	**10**	0	0	4	0	**4**	0	8	13	0	**21**	0	**35**
11:15PM	8	0	0	**8**	0	1	8	0	**9**	0	9	16	0	**25**	0	**42**
11:30PM	9	0	0	**9**	0	1	5	0	**6**	0	5	10	0	**15**	0	**30**
11:45PM	4	2	0	**6**	0	0	0	0	**0**	0	8	11	0	**19**	0	**25**
Hourly Total	31	2	0	**33**	0	2	17	0	**19**	0	30	50	0	**80**	0	**132**
Total	1675	121	1	**1797**	0	110	741	1	**852**	2	760	1640	2	**2402**	0	**5051**
% Approach	93.2%	6.7%	0.1%	**-**	-	12.9%	87.0%	0.1%	**-**	-	31.6%	68.3%	0.1%	**-**	-	-
% Total	33.2%	2.4%	0%	**35.6%**	-	2.2%	14.7%	0%	**16.9%**	-	15.0%	32.5%	0%	**47.6%**	-	-
Lights	1667	120	1	**1788**	-	108	729	1	**838**	-	748	1635	2	**2385**	-	5011
% Lights	99.5%	99.2%	100%	**99.5%**	-	98.2%	98.4%	100%	**98.4%**	-	98.4%	99.7%	100%	**99.3%**	-	99.2%
Articulated Trucks and Single-Unit Trucks	7	1	0	**8**	-	2	12	0	**14**	-	12	4	0	**16**	-	38
% Articulated Trucks and Single-Unit Trucks	0.4%	0.8%	0%	**0.4%**	-	1.8%	1.6%	0%	**1.6%**	-	1.6%	0.2%	0%	**0.7%**	-	0.8%
Buses	1	0	0	**1**	-	0	0	0	**0**	-	0	1	0	**1**	-	2
% Buses	0.1%	0%	0%	**0.1%**	-	0%	0%	0%	**0%**	-	0%	0.1%	0%	**0%**	-	0%
Bicycles on Road	0	0	0	**0**	-	0	0	0	**0**	-	0	0	0	**0**	-	0
% Bicycles on Road	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%
Pedestrians	-	-	-	-	0	-	-	-	-	2	-	-	-	-	0	
% Pedestrians	-	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	-
Bicycles on Crosswalk	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	
% Bicycles on Crosswalk	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-

*Pedestrians and Bicycles on Crosswalk. L: Left, R: Right, T: Thru, U: U-Turn

CR 54 & 200th St E - TMC
Tue May 7, 2024
Full Length (12 AM-12 AM (+1))
All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses, Pedestrians, Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1183709, Location: 44.663534, -92.739718

Provided by: Kimley-Horn and Associates, Inc.
767 Eustis Street, Suite 100,
Saint Paul, MN, 55114, US



CR 54 & 200th St E - TMC

Tue May 7, 2024
AM Peak (9:45 AM - 10:45 AM)
All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses, Pedestrians, Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1183709, Location: 44.663534, -92.739718

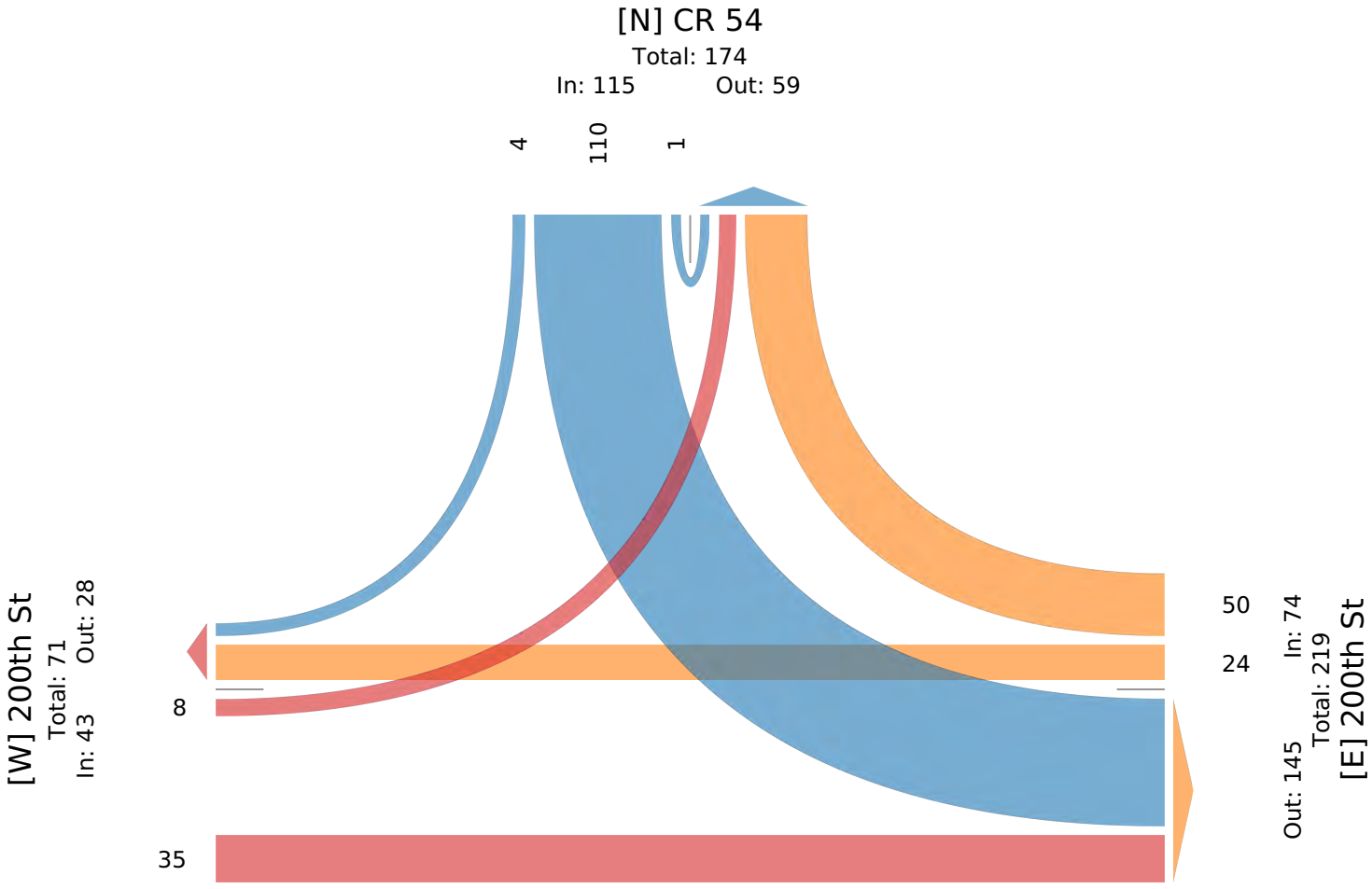
Provided by: Kimley-Horn and Associates, Inc.
767 Eustis Street, Suite 100,
Saint Paul, MN, 55114, US

Leg Direction	CR 54 Southbound					200th St Eastbound					200th St Westbound					
Time	L	R	U	**App**	Ped*	L	T	U	**App**	Ped*	T	R	U	**App**	Ped*	**Int**
2024-05-07 9:45AM	23	1	1	**25**	0	3	6	0	**9**	0	5	16	0	**21**	0	**55**
10:00AM	24	1	0	**25**	0	2	7	0	**9**	0	8	10	0	**18**	0	**52**
10:15AM	32	2	0	**34**	0	2	8	0	**10**	0	4	9	0	**13**	0	**57**
10:30AM	31	0	0	**31**	0	1	14	0	**15**	0	7	15	0	**22**	0	**68**
Total	110	4	1	**115**	0	8	35	0	**43**	0	24	50	0	**74**	0	**232**
% Approach	95.7%	3.5%	0.9%	**-**	-	18.6%	81.4%	0%	**-**	-	32.4%	67.6%	0%	**-**	-	**-**
% Total	47.4%	1.7%	0.4%	**49.6%**	-	3.4%	15.1%	0%	**18.5%**	-	10.3%	21.6%	0%	**31.9%**	-	**-**
PHF	0.859	0.500	0.250	**0.846**	-	0.667	0.625	-	**0.717**	-	0.750	0.781	-	**0.841**	-	0.853
Lights	109	4	1	**114**	-	8	34	0	**42**	-	19	50	0	**69**	-	225
% Lights	99.1%	100%	100%	**99.1%**	-	100%	97.1%	0%	**97.7%**	-	79.2%	100%	0%	**93.2%**	-	97.0%
Articulated Trucks and Single-Unit Trucks	0	0	0	**0**	-	0	1	0	**1**	-	5	0	0	**5**	-	6
% Articulated Trucks and Single-Unit Trucks	0%	0%	0%	**0%**	-	0%	2.9%	0%	**2.3%**	-	20.8%	0%	0%	**6.8%**	-	2.6%
Buses	1	0	0	**1**	-	0	0	0	**0**	-	0	0	0	**0**	-	1
% Buses	0.9%	0%	0%	**0.9%**	-	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0.4%
Bicycles on Road	0	0	0	**0**	-	0	0	0	**0**	-	0	0	0	**0**	-	0
% Bicycles on Road	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%
Pedestrians	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	
% Pedestrians	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bicycles on Crosswalk	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	
% Bicycles on Crosswalk	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

*Pedestrians and Bicycles on Crosswalk. L: Left, R: Right, T: Thru, U: U-Turn

CR 54 & 200th St E - TMC
Tue May 7, 2024
AM Peak (9:45 AM - 10:45 AM)
All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses, Pedestrians, Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1183709, Location: 44.663534, -92.739718

Provided by: Kimley-Horn and Associates, Inc.
767 Eustis Street, Suite 100,
Saint Paul, MN, 55114, US



CR 54 & 200th St E - TMC

Tue May 7, 2024
Midday Peak (12:30 PM - 1:30 PM)
All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses, Pedestrians, Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1183709, Location: 44.663534, -92.739718

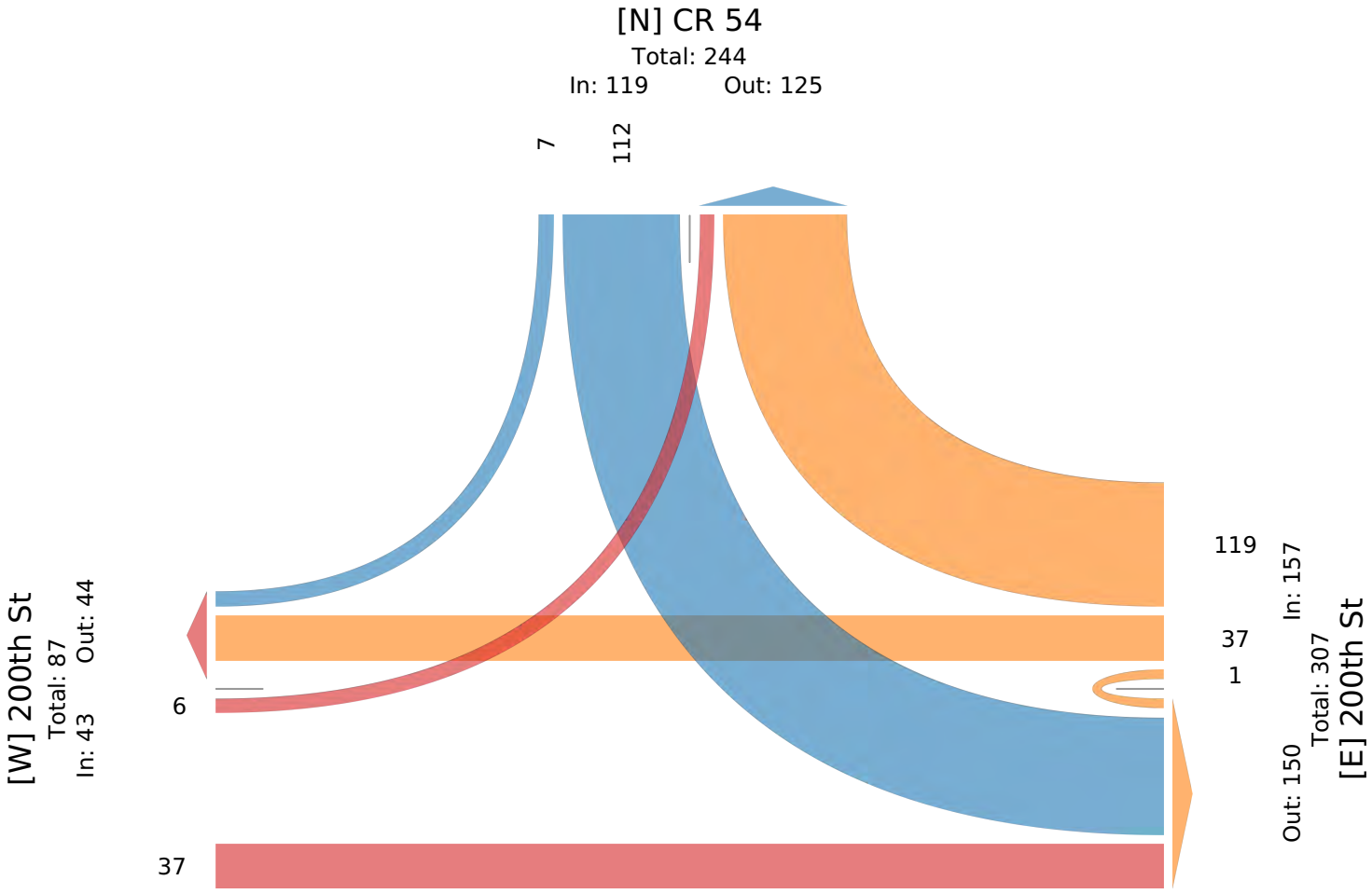
Provided by: Kimley-Horn and Associates, Inc.
767 Eustis Street, Suite 100,
Saint Paul, MN, 55114, US

Leg Direction	CR 54 Southbound					200th St Eastbound					200th St Westbound					
Time	L	R	U	**App**	Ped*	L	T	U	**App**	Ped*	T	R	U	**App**	Ped*	**Int**
2024-05-07 12:30PM	30	1	0	**31**	0	1	10	0	**11**	0	7	30	0	**37**	0	**79**
12:45PM	27	1	0	**28**	0	2	14	0	**16**	0	12	28	0	**40**	0	**84**
1:00PM	26	3	0	**29**	0	2	5	0	**7**	0	9	30	0	**39**	0	**75**
1:15PM	29	2	0	**31**	0	1	8	0	**9**	0	9	31	1	**41**	0	**81**
Total	112	7	0	**119**	0	6	37	0	**43**	0	37	119	1	**157**	0	**319**
% Approach	94.1%	5.9%	0%	**-**	-	14.0%	86.0%	0%	**-**	-	23.6%	75.8%	0.6%	**-**	-	**-**
% Total	35.1%	2.2%	0%	**37.3%**	-	1.9%	11.6%	0%	**13.5%**	-	11.6%	37.3%	0.3%	**49.2%**	-	**-**
PHF	0.933	0.583	-	**0.960**	-	0.750	0.661	-	**0.672**	-	0.771	0.960	0.250	**0.957**	-	0.949
Lights	112	7	0	**119**	-	6	37	0	**43**	-	34	118	1	**153**	-	315
% Lights	100%	100%	0%	**100%**	-	100%	100%	0%	**100%**	-	91.9%	99.2%	100%	**97.5%**	-	98.7%
Articulated Trucks and Single-Unit Trucks	0	0	0	**0**	-	0	0	0	**0**	-	3	1	0	**4**	-	4
% Articulated Trucks and Single-Unit Trucks	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	8.1%	0.8%	0%	**2.5%**	-	1.3%
Buses	0	0	0	**0**	-	0	0	0	**0**	-	0	0	0	**0**	-	0
% Buses	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%
Bicycles on Road	0	0	0	**0**	-	0	0	0	**0**	-	0	0	0	**0**	-	0
% Bicycles on Road	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%
Pedestrians	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	
% Pedestrians	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bicycles on Crosswalk	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	
% Bicycles on Crosswalk	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

*Pedestrians and Bicycles on Crosswalk. L: Left, R: Right, T: Thru, U: U-Turn

CR 54 & 200th St E - TMC
Tue May 7, 2024
Midday Peak (12:30 PM - 1:30 PM)
All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses, Pedestrians, Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1183709, Location: 44.663534, -92.739718

Provided by: Kimley-Horn and Associates, Inc.
767 Eustis Street, Suite 100,
Saint Paul, MN, 55114, US



CR 54 & 200th St E - TMC

Tue May 7, 2024
PM Peak (5 PM - 6 PM) - Overall Peak Hour
All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses, Pedestrians, Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1183709, Location: 44.663534, -92.739718

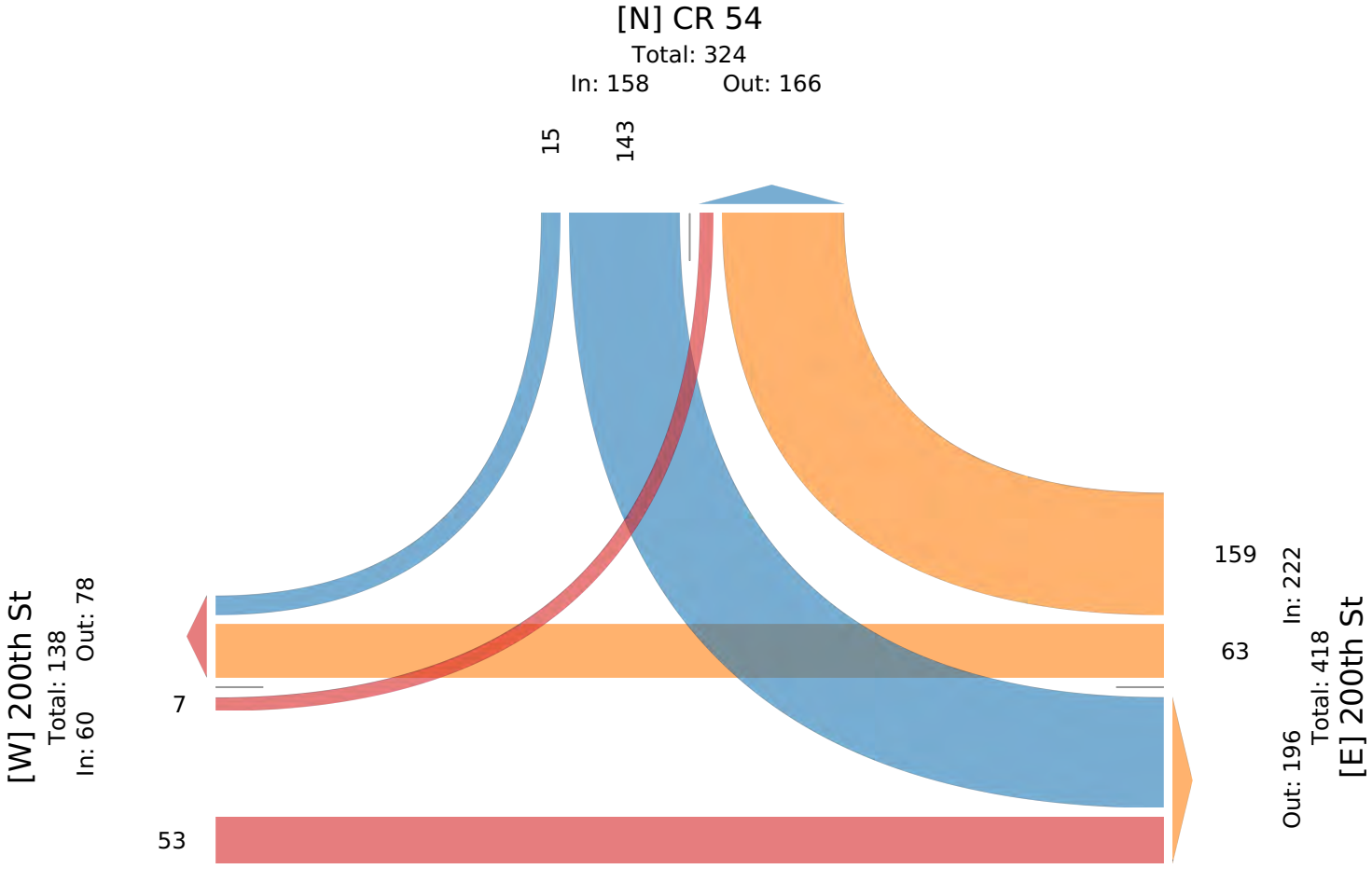
Provided by: Kimley-Horn and Associates, Inc.
767 Eustis Street, Suite 100,
Saint Paul, MN, 55114, US

Leg Direction	CR 54 Southbound					200th St Eastbound					200th St Westbound					
Time	L	R	U	**App**	Ped*	L	T	U	**App**	Ped*	T	R	U	**App**	Ped*	**Int**
2024-05-07 5:00PM	38	3	0	**41**	0	2	18	0	**20**	0	13	45	0	**58**	0	**119**
5:15PM	42	4	0	**46**	0	2	19	0	**21**	0	16	43	0	**59**	0	**126**
5:30PM	33	6	0	**39**	0	2	9	0	**11**	0	15	34	0	**49**	0	**99**
5:45PM	30	2	0	**32**	0	1	7	0	**8**	0	19	37	0	**56**	0	**96**
Total	143	15	0	**158**	0	7	53	0	**60**	0	63	159	0	**222**	0	**440**
% Approach	90.5%	9.5%	0%	**-**	-	11.7%	88.3%	0%	**-**	-	28.4%	71.6%	0%	**-**	-	**-**
% Total	32.5%	3.4%	0%	**35.9%**	-	1.6%	12.0%	0%	**13.6%**	-	14.3%	36.1%	0%	**50.5%**	-	**-**
PHF	0.851	0.625	-	**0.859**	-	0.875	0.697	-	**0.714**	-	0.829	0.883	-	**0.941**	-	0.873
Lights	143	15	0	**158**	-	7	53	0	**60**	-	63	159	0	**222**	-	440
% Lights	100%	100%	0%	**100%**	-	100%	100%	0%	**100%**	-	100%	100%	0%	**100%**	-	100%
Articulated Trucks and Single-Unit Trucks	0	0	0	**0**	-	0	0	0	**0**	-	0	0	0	**0**	-	0
% Articulated Trucks and Single-Unit Trucks	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%
Buses	0	0	0	**0**	-	0	0	0	**0**	-	0	0	0	**0**	-	0
% Buses	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%
Bicycles on Road	0	0	0	**0**	-	0	0	0	**0**	-	0	0	0	**0**	-	0
% Bicycles on Road	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%	0%	0%	**0%**	-	0%
Pedestrians	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	
% Pedestrians	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bicycles on Crosswalk	-	-	-	-	0	-	-	-	-	0	-	-	-	-	0	
% Bicycles on Crosswalk	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

*Pedestrians and Bicycles on Crosswalk. L: Left, R: Right, T: Thru, U: U-Turn

CR 54 & 200th St E - TMC
Tue May 7, 2024
PM Peak (5 PM - 6 PM) - Overall Peak Hour
All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses, Pedestrians, Bicycles on Road, Bicycles on Crosswalk)
All Movements
ID: 1183709, Location: 44.663534, -92.739718

Provided by: Kimley-Horn and Associates, Inc.
767 Eustis Street, Suite 100,
Saint Paul, MN, 55114, US



Appendix C: Warrant Analyses

SIGNAL WARRANTS ANALYSIS

Intersection:	CSAH 68 & CSAH 54	Scenario:	Existing Conditions
		Traffic Volumes:	5/7/2024

Kimley»Horn

City:	Ravenna
County:	Dakota
State:	MN

Population < 10,000?	No
0.70 Factor Used?	yes
Existing Signal Justification?	No

Intersection Jurisdictions:
MnDOT State Aid, County

Date:	7/16/24
Analyst:	Kimley-Horn

Approach Description	Direction	Street Name	Lanes	Speed	Right Turn Inclusion?*
Major Approach 1:	Eastbound	CSAH 68	1	55	100%
Major Approach 3:	Westbound	CSAH 68	1	55	100%
Minor Approach 2:	Southbound	CSAH 54	1	45	100%
Minor Approach 4:					

** Applied for all warrants.*

HOUR	Traffic Volumes						Peds	Traffic Signal Warrants								All-Way Stop Warrant		HOUR
	Major Appr 1	Major Appr 3	Total 1+3	Minor Appr 2	Minor Appr 4	Higher Volume Minor		70% 1A	70% 1B	56% 1C	60% 1A	60% 1B	70% 4A	70% 4B	56% 7C	70%	80%	
0:00 - 1:00	8	58	66	18	0	18	0											0:00 - 1:00
1:00 - 2:00	7	47	54	10	0	10	0											1:00 - 2:00
2:00 - 3:00	5	37	42	12	0	12	0											2:00 - 3:00
3:00 - 4:00	5	27	32	5	0	5	0											3:00 - 4:00
4:00 - 5:00	22	24	46	18	0	18	0											4:00 - 5:00
5:00 - 6:00	48	39	87	41	0	41	0											5:00 - 6:00
6:00 - 7:00	58	50	108	67	0	67	0											6:00 - 7:00
7:00 - 8:00	46	36	82	85	0	85	0											7:00 - 8:00
8:00 - 9:00	34	54	88	101	0	101	0											8:00 - 9:00
9:00 - 10:00	43	66	109	90	0	90	0											9:00 - 10:00
10:00 - 11:00	43	73	116	113	0	113	0											10:00 - 11:00
11:00 - 12:00	62	70	132	120	0	120	0											11:00 - 12:00
12:00 - 13:00	48	139	187	115	0	115	0											12:00 - 13:00
13:00 - 14:00	37	150	187	114	0	114	0											13:00 - 14:00
14:00 - 15:00	43	174	217	84	0	84	2											14:00 - 15:00
15:00 - 16:00	52	234	286	126	0	126	0								X			15:00 - 16:00
16:00 - 17:00	55	239	294	116	0	116	0								X			16:00 - 17:00
17:00 - 18:00	60	222	282	158	0	158	0								X	X		17:00 - 18:00
18:00 - 19:00	44	137	181	122	0	122	0											18:00 - 19:00
19:00 - 20:00	34	116	150	86	0	86	0											19:00 - 20:00
20:00 - 21:00	34	123	157	74	0	74	0											20:00 - 21:00
21:00 - 22:00	24	106	130	64	0	64	0											21:00 - 22:00
22:00 - 23:00	21	101	122	25	0	25	0											22:00 - 23:00
23:00 - 24:00	19	80	99	33	0	33	0											23:00 - 24:00

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 1a	Eight-Hour (Min. Vehicular Volume)	0	8	Not satisfied
Warrant 1b	Eight-Hour (Interruption of Continuous Traffic)	0	8	Not satisfied
Warract 1c	Eight-Hour (Combination of 1a and 1b)	0	8	Not satisfied
Warrant 1a - 60%	Existing Signal Justification (Warrant 1a)	0	8	Not satisfied
Warrant 1b - 60%	Existing Signal Justification (Warrant 1b)	0	8	Not satisfied
Warrant 2	Four-Hour	0	4	Not satisfied

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 3	Peak Hour	0	1	Not satisfied
Warrant 4a†	Pedestrian Volume (Four-Hour)	0	4	Not satisfied
Warrant 4b†	Pedestrian Volume (Peak Hour)	0	1	Not satisfied
Warrant 7c	Crash Experience (Volume Component)	3	8	Not satisfied
All-Way Stop	All-Way Stop Control/Roundabout	1	8	Not satisfied
All-Way Stop - 80%	All-Way Stop Control/Roundabout (Combination)	0	8	Not satisfied

† Results of Warrant 4 assume that the nearest traffic control signal or stop sign controlling the street that pedestrians desire to cross is more than 300 feet away and that the 15th percentile pedestrian walking speed is not less than 3.5 ft/sec .

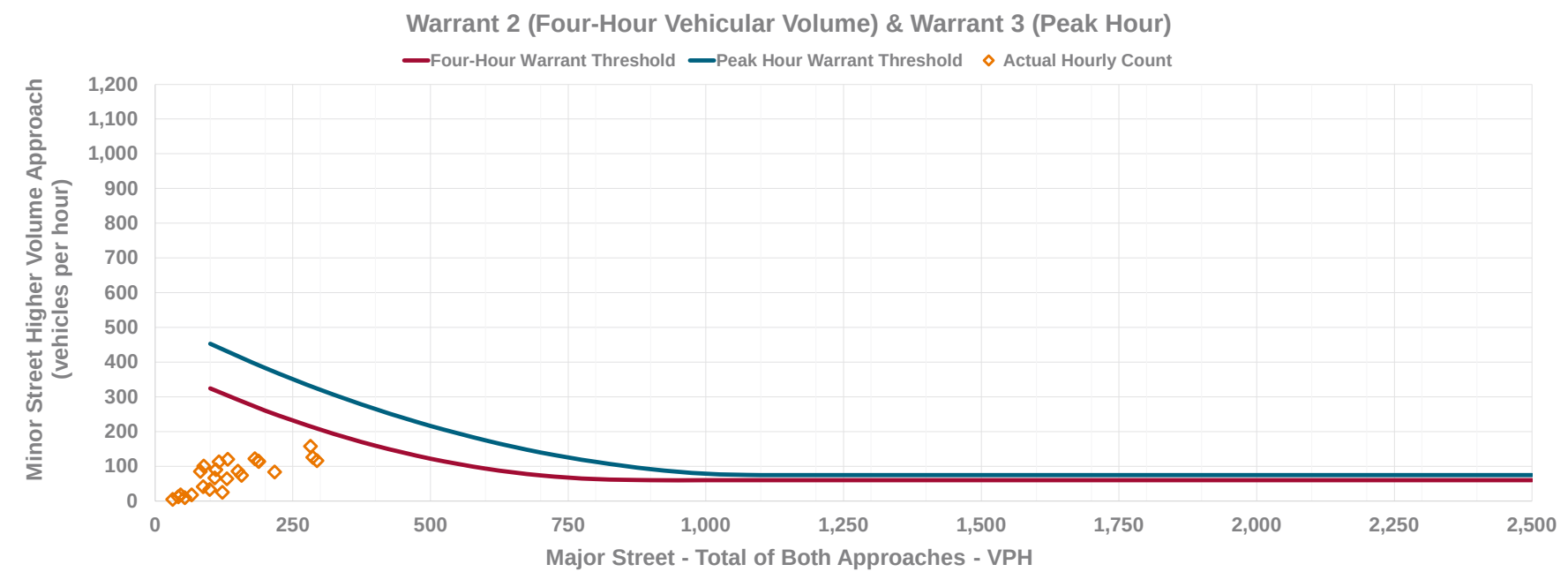
SIGNAL WARRANTS ANALYSIS

Intersection:	CSAH 68 & CSAH 54	Scenario:	Existing Conditions
		Traffic Volumes:	5/7/2024

City:	Ravenna	Population < 10,000?	No	Intersection Jurisdictions:	Date: 7/16/24
County:	Dakota	0.70 Factor Used?	yes		Analyst: Kimley-Horn
State:	MN	Existing Signal Justification?	No		

Approach Description	Direction	Street Name	Lanes	Speed	Right Turn Inclusion?*
Major Approach 1:	Eastbound	CSAH 68	1	55	100%
Major Approach 3:	Westbound	CSAH 68	1	55	100%
Minor Approach 2:	Southbound	CSAH 54	1	45	100%
Minor Approach 4:		0			

** Applied for all warrants.*



Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 1a	Eight-Hour (Min. Vehicular Volume)	0	8	Not satisfied
Warrant 1b	Eight-Hour (Interruption of Continuous Traffic)	0	8	Not satisfied
Warract 1c	Eight-Hour (Combination of 1a and 1b)	0	8	Not satisfied
Warrant 1a - 60%	Existing Signal Justification (Warrant 1a)	0	8	Not satisfied
Warrant 1b - 60%	Existing Signal Justification (Warrant 1b)	0	8	Not satisfied
Warrant 2	Four-Hour	0	4	Not satisfied

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 3	Peak Hour	0	1	Not satisfied
Warrant 4a†	Pedestrian Volume (Four-Hour)	0	4	Not satisfied
Warrant 4b†	Pedestrian Volume (Peak Hour)	0	1	Not satisfied
Warrant 7c	Crash Experience (Traffic Volume)	3	8	Not satisfied
All-Way Stop	All-Way Stop Control/Roundabout	1	8	Not satisfied
All-Way Stop - 80%	All-Way Stop Control/Roundabout (Combination)	0	8	Not satisfied

† Results of Warrant 4 assume that the nearest traffic control signal or stop sign controlling the street that pedestrians desire to cross is more than 300 feet away and that the 15th percentile pedestrian walking speed is not less than 3.5 ft/sec .

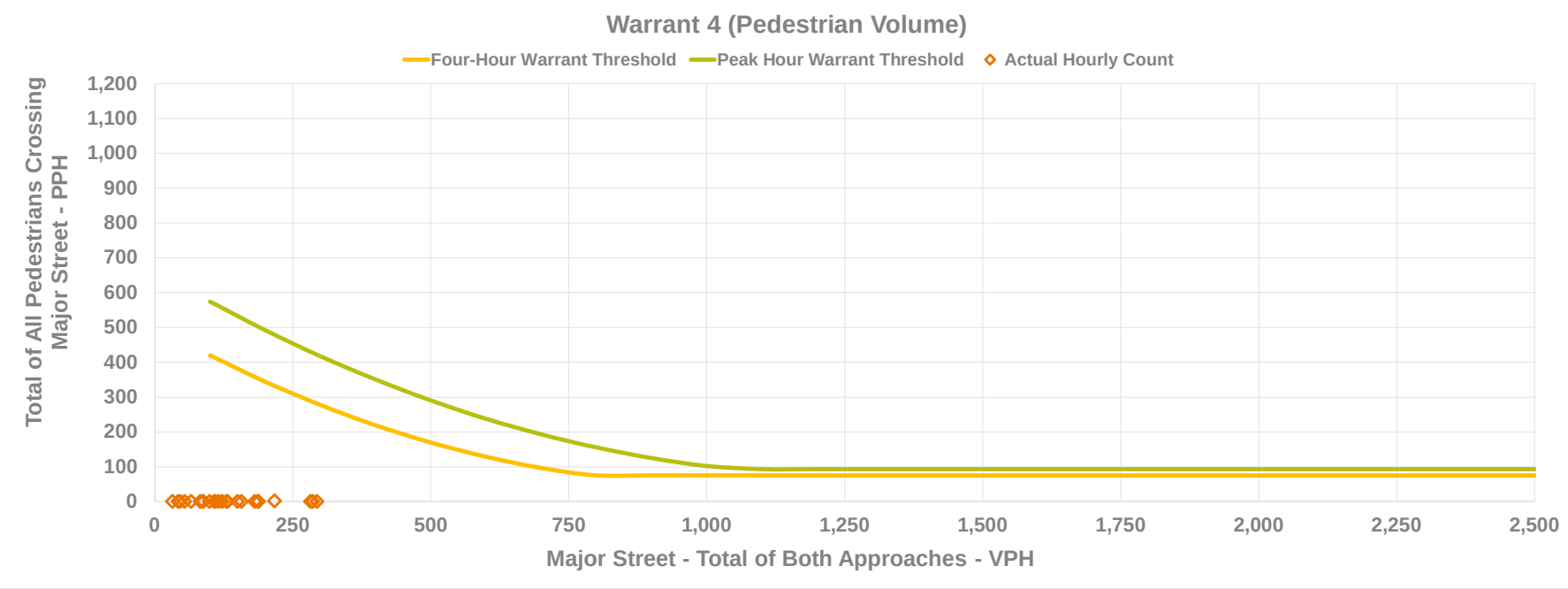
SIGNAL WARRANTS ANALYSIS

Intersection:	CSAH 68 & CSAH 54	Scenario:	Existing Conditions
		Traffic Volumes:	5/7/2024

City:	Ravenna	Population < 10,000?	No	Intersection Jurisdictions:		Date:	7/16/24
County:	Dakota	0.70 Factor Used?	yes			Analyst:	Kimley-Horn
State:	MN	Existing Signal Justification?	No				

Approach Description	Direction	Street Name	Lanes	Speed	Right Turn Inclusion?*
Major Approach 1:	Eastbound	CSAH 68	1	55	100%
Major Approach 3:	Westbound	CSAH 68	1	55	100%
Minor Approach 2:	Southbound	CSAH 54	1	45	100%
Minor Approach 4:		0			

** Applied for all warrants.*



Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 1a	Eight-Hour (Min. Vehicular Volume)	0	8	Not satisfied
Warrant 1b	Eight-Hour (Interruption of Continuous Traffic)	0	8	Not satisfied
Warract 1c	Eight-Hour (Combination of 1a and 1b)	0	8	Not satisfied
Warrant 1a - 60%	Existing Signal Justification (Warrant 1a)	0	8	Not satisfied
Warrant 1b - 60%	Existing Signal Justification (Warrant 1b)	0	8	Not satisfied
Warrant 2	Four-Hour	0	4	Not satisfied

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 3	Peak Hour	0	1	Not satisfied
Warrant 4a†	Pedestrian Volume (Four-Hour)	0	4	Not satisfied
Warrant 4b†	Pedestrian Volume (Peak Hour)	0	1	Not satisfied
Warrant 7c	Crash Experience (Traffic Volume)	3	8	Not satisfied
All-Way Stop	All-Way Stop Control/Roundabout	1	8	Not satisfied
All-Way Stop - 80%	All-Way Stop Control/Roundabout (Combination)	0	8	Not satisfied

† Results of Warrant 4 assume that the nearest traffic control signal or stop sign controlling the street that pedestrians desire to cross is more than 300 feet away and that the 15th percentile pedestrian walking speed is not less than 3.5 ft/sec .

SIGNAL WARRANTS ANALYSIS

Intersection:	CSAH 68 & CSAH 54	Scenario:	Opening Year (2028) Conditions
		Traffic Volumes:	5/7/2024

Kimley»Horn

City:	Ravenna
County:	Dakota
State:	MN

Population < 10,000?	No
0.70 Factor Used?	yes
Existing Signal Justification?	No

Intersection Jurisdictions:
MnDOT State Aid, County

Date:	2/10/25
Analyst:	Kimley-Horn

Approach Description	Direction	Street Name	Lanes	Speed	Right Turn Inclusion?*
Major Approach 1:	Eastbound	CSAH 68	1	55	100%
Major Approach 3:	Westbound	CSAH 68	1	55	100%
Minor Approach 2:	Southbound	CSAH 54	1	45	100%
Minor Approach 4:					

** Applied for all warrants.*

HOUR	Traffic Volumes						Peds	Traffic Signal Warrants								All-Way Stop Warrant		HOUR
	Major Appr 1	Major Appr 3	Total 1+3	Minor Appr 2	Minor Appr 4	Higher Volume Minor		70% 1A	70% 1B	56% 1C	60% 1A	60% 1B	70% 4A	70% 4B	56% 7C	70%	80%	
0:00 - 1:00	8	58	66	18	0	18	0											0:00 - 1:00
1:00 - 2:00	7	47	54	10	0	10	0											1:00 - 2:00
2:00 - 3:00	5	37	42	12	0	12	0											2:00 - 3:00
3:00 - 4:00	5	27	32	5	0	5	0											3:00 - 4:00
4:00 - 5:00	22	24	46	18	0	18	0											4:00 - 5:00
5:00 - 6:00	49	39	88	42	0	42	0											5:00 - 6:00
6:00 - 7:00	58	50	108	68	0	68	0											6:00 - 7:00
7:00 - 8:00	46	36	82	88	0	88	0											7:00 - 8:00
8:00 - 9:00	34	54	88	105	0	105	0											8:00 - 9:00
9:00 - 10:00	43	66	109	92	0	92	0											9:00 - 10:00
10:00 - 11:00	43	73	116	117	0	117	0											10:00 - 11:00
11:00 - 12:00	62	71	133	124	0	124	0											11:00 - 12:00
12:00 - 13:00	48	143	191	119	0	119	0											12:00 - 13:00
13:00 - 14:00	37	154	191	118	0	118	0											13:00 - 14:00
14:00 - 15:00	43	177	220	87	0	87	2											14:00 - 15:00
15:00 - 16:00	53	242	295	130	0	130	0								X			15:00 - 16:00
16:00 - 17:00	55	246	301	120	0	120	0								X			16:00 - 17:00
17:00 - 18:00	62	227	289	162	0	162	0								X	X	X	17:00 - 18:00
18:00 - 19:00	44	141	185	126	0	126	0											18:00 - 19:00
19:00 - 20:00	34	119	153	89	0	89	0											19:00 - 20:00
20:00 - 21:00	34	127	161	75	0	75	0											20:00 - 21:00
21:00 - 22:00	24	108	132	65	0	65	0											21:00 - 22:00
22:00 - 23:00	21	102	123	25	0	25	0											22:00 - 23:00
23:00 - 24:00	19	80	99	33	0	33	0											23:00 - 24:00

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 1a	Eight-Hour (Min. Vehicular Volume)	0	8	Not satisfied
Warrant 1b	Eight-Hour (Interruption of Continuous Traffic)	0	8	Not satisfied
Warract 1c	Eight-Hour (Combination of 1a and 1b)	0	8	Not satisfied
Warrant 1a - 60%	Existing Signal Justification (Warrant 1a)	0	8	Not satisfied
Warrant 1b - 60%	Existing Signal Justification (Warrant 1b)	0	8	Not satisfied
Warrant 2	Four-Hour	0	4	Not satisfied

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 3	Peak Hour	0	1	Not satisfied
Warrant 4a†	Pedestrian Volume (Four-Hour)	0	4	Not satisfied
Warrant 4b†	Pedestrian Volume (Peak Hour)	0	1	Not satisfied
Warrant 7c	Crash Experience (Volume Component)	3	8	Not satisfied
All-Way Stop	All-Way Stop Control/Roundabout	1	8	Not satisfied
All-Way Stop - 80%	All-Way Stop Control/Roundabout (Combination)	1	8	Not satisfied

† Results of Warrant 4 assume that the nearest traffic control signal or stop sign controlling the street that pedestrians desire to cross is more than 300 feet away and that the 15th percentile pedestrian walking speed is not less than 3.5 ft/sec .

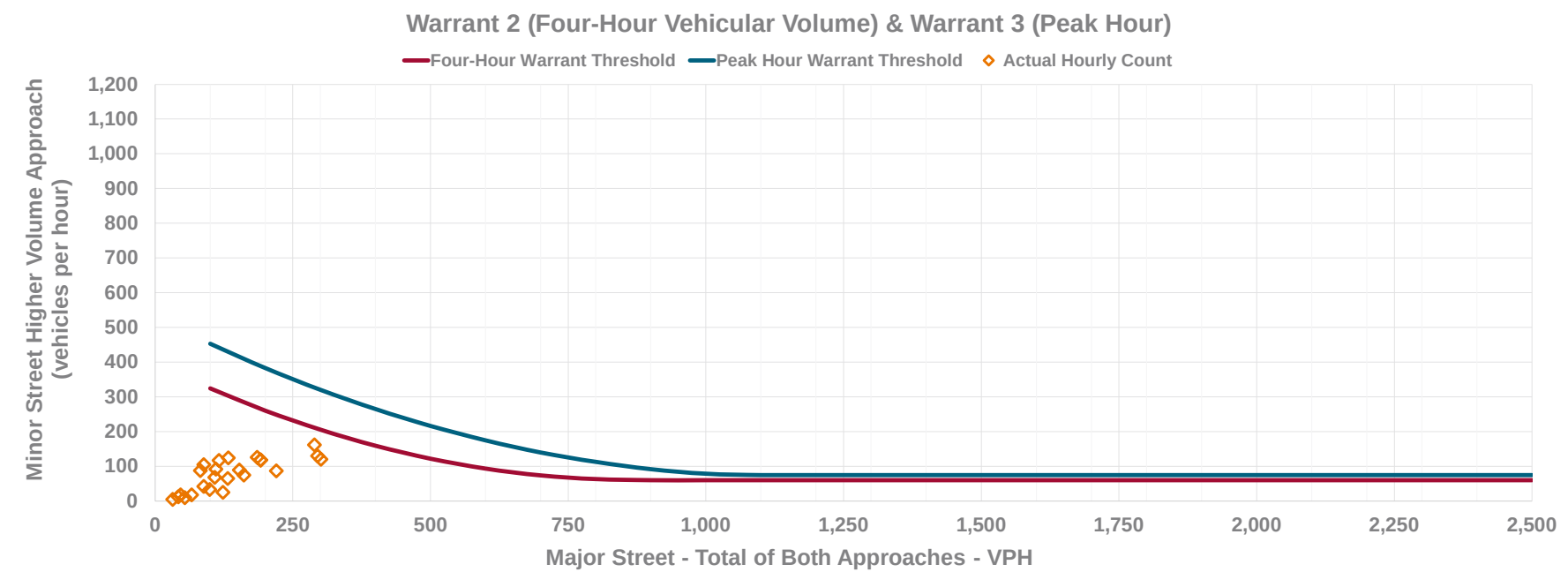
SIGNAL WARRANTS ANALYSIS

Intersection:	**CSAH 68 & CSAH 54**	**Scenario:**	**Opening Year (2028) Conditions**
		Traffic Volumes:	**5/7/2024**

City:	Ravenna	**Population < 10,000?**	No	**Intersection Jurisdictions:**		**Date:**	2/10/25
County:	Dakota	**0.70 Factor Used?**	yes			**Analyst:**	Kimley-Horn
State:	MN	**Existing Signal Justification?**	No				

Approach Description	Direction	Street Name	Lanes	Speed	Right Turn Inclusion?*
Major Approach 1:	Eastbound	CSAH 68	1	55	100%
Major Approach 3:	Westbound	CSAH 68	1	55	100%
Minor Approach 2:	Southbound	CSAH 54	1	45	100%
Minor Approach 4:		0			

** Applied for all warrants.*



Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 1a	Eight-Hour (Min. Vehicular Volume)	0	8	Not satisfied
Warrant 1b	Eight-Hour (Interruption of Continuous Traffic)	0	8	Not satisfied
Warract 1c	Eight-Hour (Combination of 1a and 1b)	0	8	Not satisfied
Warrant 1a - 60%	Existing Signal Justification (Warrant 1a)	0	8	Not satisfied
Warrant 1b - 60%	Existing Signal Justification (Warrant 1b)	0	8	Not satisfied
Warrant 2	Four-Hour	0	4	Not satisfied

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 3	Peak Hour	0	1	Not satisfied
Warrant 4a†	Pedestrian Volume (Four-Hour)	0	4	Not satisfied
Warrant 4b†	Pedestrian Volume (Peak Hour)	0	1	Not satisfied
Warrant 7c	Crash Experience (Traffic Volume)	3	8	Not satisfied
All-Way Stop	All-Way Stop Control/Roundabout	1	8	Not satisfied
All-Way Stop - 80%	All-Way Stop Control/Roundabout (Combination)	1	8	Not satisfied

† Results of Warrant 4 assume that the nearest traffic control signal or stop sign controlling the street that pedestrians desire to cross is more than 300 feet away and that the 15th percentile pedestrian walking speed is not less than 3.5 ft/sec .

SIGNAL WARRANTS ANALYSIS

Intersection:	CSAH 68 & CSAH 54	Scenario:	Opening Year (2028) Conditions
		Traffic Volumes:	5/7/2024

Kimley»Horn

City:	Ravenna
County:	Dakota
State:	MN

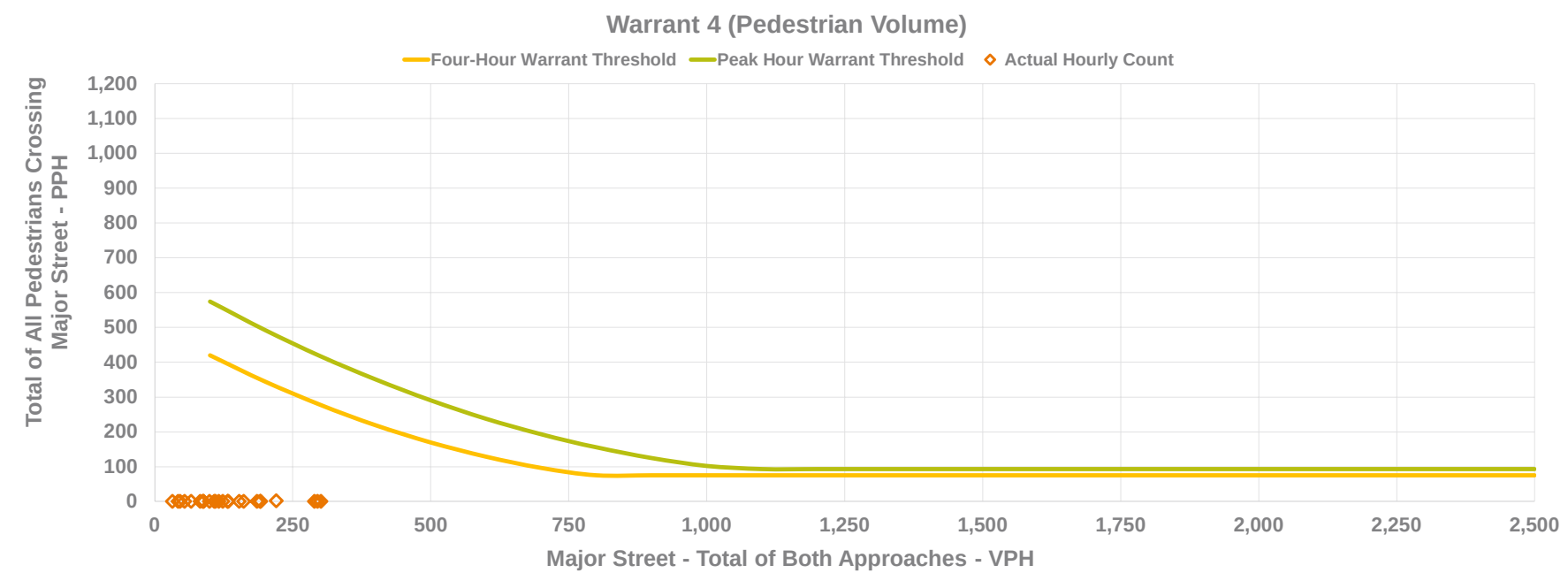
Population < 10,000?	No
0.70 Factor Used?	yes
Existing Signal Justification?	No

Intersection Jurisdictions:

Date:	2/10/25
Analyst:	Kimley-Horn

Approach Description	Direction	Street Name	Lanes	Speed	Right Turn Inclusion?*
Major Approach 1:	Eastbound	CSAH 68	1	55	100%
Major Approach 3:	Westbound	CSAH 68	1	55	100%
Minor Approach 2:	Southbound	CSAH 54	1	45	100%
Minor Approach 4:		0			

** Applied for all warrants.*



Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 1a	Eight-Hour (Min. Vehicular Volume)	0	8	Not satisfied
Warrant 1b	Eight-Hour (Interruption of Continuous Traffic)	0	8	Not satisfied
Warract 1c	Eight-Hour (Combination of 1a and 1b)	0	8	Not satisfied
Warrant 1a - 60%	Existing Signal Justification (Warrant 1a)	0	8	Not satisfied
Warrant 1b - 60%	Existing Signal Justification (Warrant 1b)	0	8	Not satisfied
Warrant 2	Four-Hour	0	4	Not satisfied

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 3	Peak Hour	0	1	Not satisfied
Warrant 4a†	Pedestrian Volume (Four-Hour)	0	4	Not satisfied
Warrant 4b†	Pedestrian Volume (Peak Hour)	0	1	Not satisfied
Warrant 7c	Crash Experience (Traffic Volume)	3	8	Not satisfied
All-Way Stop	All-Way Stop Control/Roundabout	1	8	Not satisfied
All-Way Stop - 80%	All-Way Stop Control/Roundabout (Combination)	1	8	Not satisfied

† Results of Warrant 4 assume that the nearest traffic control signal or stop sign controlling the street that pedestrians desire to cross is more than 300 feet away and that the 15th percentile pedestrian walking speed is not less than 3.5 ft/sec .

SIGNAL WARRANTS ANALYSIS

Intersection:	CSAH 68 & CSAH 54	Scenario:	Future Year (2048) Conditions
		Traffic Volumes:	5/7/2024

Kimley»Horn

City:	Ravenna
County:	Dakota
State:	MN

Population < 10,000?	No
0.70 Factor Used?	yes
Existing Signal Justification?	No

Intersection Jurisdictions:
MnDOT State Aid, County

Date:	2/10/25
Analyst:	Kimley-Horn

Approach Description	Direction	Street Name	Lanes	Speed	Right Turn Inclusion?*
Major Approach 1:	Eastbound	CSAH 68	1	55	100%
Major Approach 3:	Westbound	CSAH 68	1	55	100%
Minor Approach 2:	Southbound	CSAH 54	1	45	100%
Minor Approach 4:					

** Applied for all warrants.*

HOUR	Traffic Volumes						Peds	Traffic Signal Warrants								All-Way Stop Warrant		HOUR
	Major	Major	Total	Minor	Minor	Higher Volume Minor		70%		56%	60%		70%		56%			
	Appr 1	Appr 3	1+3	Appr 2	Appr 4			1A	1B	1C	1A	1B	4A	4B	7C	70%	80%	
0:00 - 1:00	8	69	77	21	0	21	0											0:00 - 1:00
1:00 - 2:00	8	56	64	12	0	12	0											1:00 - 2:00
2:00 - 3:00	6	45	51	14	0	14	0											2:00 - 3:00
3:00 - 4:00	5	31	36	6	0	6	0											3:00 - 4:00
4:00 - 5:00	26	29	55	20	0	20	0											4:00 - 5:00
5:00 - 6:00	57	47	104	48	0	48	0											5:00 - 6:00
6:00 - 7:00	69	59	128	79	0	79	0											6:00 - 7:00
7:00 - 8:00	54	43	97	100	0	100	0											7:00 - 8:00
8:00 - 9:00	39	63	102	118	0	118	0											8:00 - 9:00
9:00 - 10:00	51	79	130	105	0	105	0											9:00 - 10:00
10:00 - 11:00	49	86	135	133	0	133	0											10:00 - 11:00
11:00 - 12:00	74	81	155	142	0	142	0											11:00 - 12:00
12:00 - 13:00	57	162	219	135	0	135	0											12:00 - 13:00
13:00 - 14:00	44	179	223	135	0	135	0											13:00 - 14:00
14:00 - 15:00	49	205	254	99	0	99	2											14:00 - 15:00
15:00 - 16:00	62	277	339	149	0	149	0								X	X		15:00 - 16:00
16:00 - 17:00	65	284	349	137	0	137	0								X			16:00 - 17:00
17:00 - 18:00	69	262	331	187	0	187	0								X	X	X	17:00 - 18:00
18:00 - 19:00	52	161	213	145	0	145	0									X		18:00 - 19:00
19:00 - 20:00	40	137	177	102	0	102	0											19:00 - 20:00
20:00 - 21:00	40	145	185	88	0	88	0											20:00 - 21:00
21:00 - 22:00	27	125	152	75	0	75	0											21:00 - 22:00
22:00 - 23:00	25	119	144	29	0	29	0											22:00 - 23:00
23:00 - 24:00	22	94	116	39	0	39	0											23:00 - 24:00

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 1a	Eight-Hour (Min. Vehicular Volume)	0	8	Not satisfied
Warrant 1b	Eight-Hour (Interruption of Continuous Traffic)	0	8	Not satisfied
Warract 1c	Eight-Hour (Combination of 1a and 1b)	0	8	Not satisfied
Warrant 1a - 60%	Existing Signal Justification (Warrant 1a)	0	8	Not satisfied
Warrant 1b - 60%	Existing Signal Justification (Warrant 1b)	0	8	Not satisfied
Warrant 2	Four-Hour	0	4	Not satisfied

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 3	Peak Hour	0	1	Not satisfied
Warrant 4a†	Pedestrian Volume (Four-Hour)	0	4	Not satisfied
Warrant 4b†	Pedestrian Volume (Peak Hour)	0	1	Not satisfied
Warrant 7c	Crash Experience (Volume Component)	3	8	Not satisfied
All-Way Stop	All-Way Stop Control/Roundabout	3	8	Not satisfied
All-Way Stop - 80%	All-Way Stop Control/Roundabout (Combination)	1	8	Not satisfied

† Results of Warrant 4 assume that the nearest traffic control signal or stop sign controlling the street that pedestrians desire to cross is more than 300 feet away and that the 15th percentile pedestrian walking speed is not less than 3.5 ft/sec .

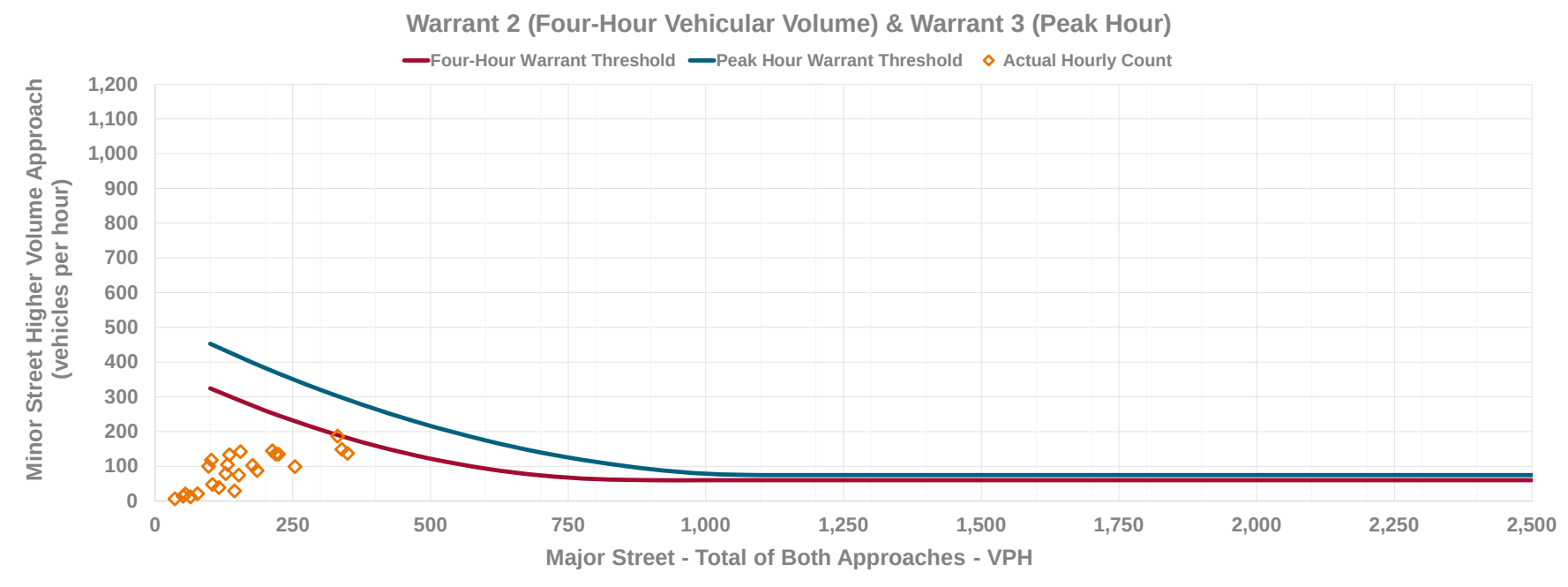
SIGNAL WARRANTS ANALYSIS

Intersection:	CSAH 68 & CSAH 54	Scenario:	Future Year (2048) Conditions
		Traffic Volumes:	5/7/2024

City:	Ravenna	Population < 10,000?	No	Intersection Jurisdictions:		Date:	2/10/25
County:	Dakota	0.70 Factor Used?	yes			Analyst:	Kimley-Horn
State:	MN	Existing Signal Justification?	No				

Approach Description	Direction	Street Name	Lanes	Speed	Right Turn Inclusion?*
Major Approach 1:	Eastbound	CSAH 68	1	55	100%
Major Approach 3:	Westbound	CSAH 68	1	55	100%
Minor Approach 2:	Southbound	CSAH 54	1	45	100%
Minor Approach 4:		0			

** Applied for all warrants.*



Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 1a	Eight-Hour (Min. Vehicular Volume)	0	8	Not satisfied
Warrant 1b	Eight-Hour (Interruption of Continuous Traffic)	0	8	Not satisfied
Warract 1c	Eight-Hour (Combination of 1a and 1b)	0	8	Not satisfied
Warrant 1a - 60%	Existing Signal Justification (Warrant 1a)	0	8	Not satisfied
Warrant 1b - 60%	Existing Signal Justification (Warrant 1b)	0	8	Not satisfied
Warrant 2	Four-Hour	0	4	Not satisfied

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 3	Peak Hour	0	1	Not satisfied
Warrant 4a†	Pedestrian Volume (Four-Hour)	0	4	Not satisfied
Warrant 4b†	Pedestrian Volume (Peak Hour)	0	1	Not satisfied
Warrant 7c	Crash Experience (Traffic Volume)	3	8	Not satisfied
All-Way Stop	All-Way Stop Control/Roundabout	3	8	Not satisfied
All-Way Stop - 80%	All-Way Stop Control/Roundabout (Combination)	1	8	Not satisfied

† Results of Warrant 4 assume that the nearest traffic control signal or stop sign controlling the street that pedestrians desire to cross is more than 300 feet away and that the 15th percentile pedestrian walking speed is not less than 3.5 ft/sec .

SIGNAL WARRANTS ANALYSIS

Intersection:	CSAH 68 & CSAH 54	Scenario:	Future Year (2048) Conditions
		Traffic Volumes:	5/7/2024

Kimley»Horn

City:	Ravenna
County:	Dakota
State:	MN

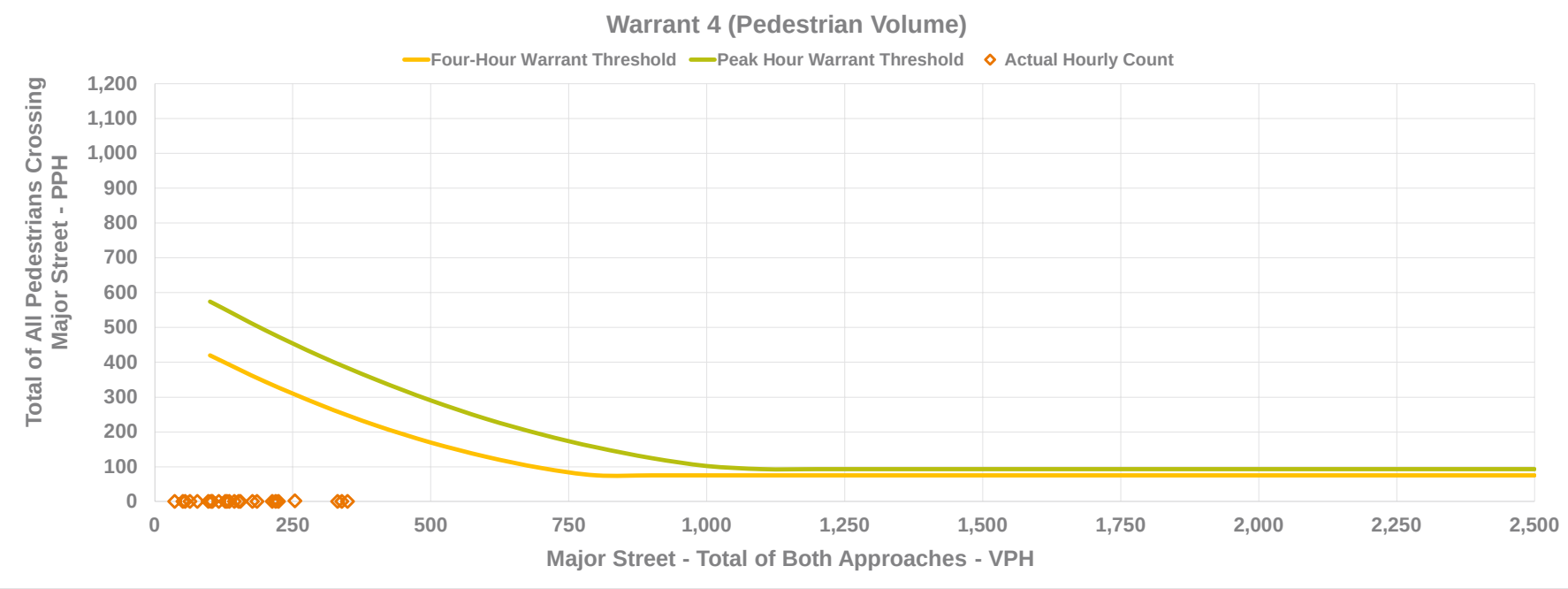
Population < 10,000?	No
0.70 Factor Used?	yes
Existing Signal Justification?	No

Intersection Jurisdictions:

Date:	2/10/25
Analyst:	Kimley-Horn

Approach Description	Direction	Street Name	Lanes	Speed	Right Turn Inclusion?*
Major Approach 1:	Eastbound	CSAH 68	1	55	100%
Major Approach 3:	Westbound	CSAH 68	1	55	100%
Minor Approach 2:	Southbound	CSAH 54	1	45	100%
Minor Approach 4:		0			

** Applied for all warrants.*



Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 1a	Eight-Hour (Min. Vehicular Volume)	0	8	Not satisfied
Warrant 1b	Eight-Hour (Interruption of Continuous Traffic)	0	8	Not satisfied
Warract 1c	Eight-Hour (Combination of 1a and 1b)	0	8	Not satisfied
Warrant 1a - 60%	Existing Signal Justification (Warrant 1a)	0	8	Not satisfied
Warrant 1b - 60%	Existing Signal Justification (Warrant 1b)	0	8	Not satisfied
Warrant 2	Four-Hour	0	4	Not satisfied

Warrant	Description	Hours Met	Hours Required	Satisfied/ Not Satisfied
Warrant 3	Peak Hour	0	1	Not satisfied
Warrant 4a†	Pedestrian Volume (Four-Hour)	0	4	Not satisfied
Warrant 4b†	Pedestrian Volume (Peak Hour)	0	1	Not satisfied
Warrant 7c	Crash Experience (Traffic Volume)	3	8	Not satisfied
All-Way Stop	All-Way Stop Control/Roundabout	3	8	Not satisfied
All-Way Stop - 80%	All-Way Stop Control/Roundabout (Combination)	1	8	Not satisfied

† Results of Warrant 4 assume that the nearest traffic control signal or stop sign controlling the street that pedestrians desire to cross is more than 300 feet away and that the 15th percentile pedestrian walking speed is not less than 3.5 ft/sec .

Appendix D: Existing (2024) Conditions SimTraffic Reports

8: CSAH 68 & CSAH 54 Performance by movement

Movement	EBL	EBT	WBT	WBR	SBL	SBT	SBR	All
Denied Del/Veh (s)	0.1	0.1	0.1	2.7	0.0	0.0	0.0	0.5
Total Del/Veh (s)	0.7	2.0	1.6	0.1	7.5	3.0	5.6	4.6

Total Zone Performance

Denied Del/Veh (s)	1.2
Total Del/Veh (s)	90.7

Intersection: 8: CSAH 68 & CSAH 54

Movement	EB	SB
Directions Served	LT	LR
Maximum Queue (ft)	18	80
Average Queue (ft)	1	35
95th Queue (ft)	8	64
Link Distance (ft)	2890	4070
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Zone Summary

Zone wide Queuing Penalty: 0

8: CSAH 68 & CSAH 54 Performance by movement

Movement	EBL	EBT	WBT	WBR	SBL	SBR	All
Denied Del/Veh (s)	0.1	0.1	0.4	2.4	0.0	0.0	0.9
Total Del/Veh (s)	1.2	2.5	2.5	0.6	11.3	10.9	5.2

Total Zone Performance

Denied Del/Veh (s)	1.4
Total Del/Veh (s)	375.9

Intersection: 8: CSAH 68 & CSAH 54

Movement	EB	SB
Directions Served	LT	LR
Maximum Queue (ft)	27	114
Average Queue (ft)	1	52
95th Queue (ft)	11	93
Link Distance (ft)	2890	4070
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Zone Summary

Zone wide Queuing Penalty: 0

Appendix E: Opening Year (2028) Conditions SimTraffic Reports

8: CSAH 68 & CSAH 54 Performance by movement

Movement	EBL	EBT	WBT	WBR	SBL	SBT	SBR	All
Denied Del/Veh (s)	0.1	0.1	0.2	2.6	0.0	0.0	0.0	0.5
Total Del/Veh (s)	0.5	2.0	1.9	0.1	7.9	1.9	5.6	4.6

Total Zone Performance

Denied Del/Veh (s)	1.0
Total Del/Veh (s)	132.5

Intersection: 8: CSAH 68 & CSAH 54

Movement	SB
Directions Served	LR
Maximum Queue (ft)	73
Average Queue (ft)	34
95th Queue (ft)	63
Link Distance (ft)	4070
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (ft)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Zone Summary

Zone wide Queuing Penalty: 0

8: CSAH 68 & CSAH 54 Performance by movement

Movement	EBL	EBT	WBT	WBR	SBL	SBR	All
Denied Del/Veh (s)	0.1	0.1	0.4	2.4	0.0	0.0	0.9
Total Del/Veh (s)	1.2	2.5	2.4	0.9	11.2	9.6	5.2

Total Zone Performance

Denied Del/Veh (s)	1.4
Total Del/Veh (s)	341.5

Intersection: 8: CSAH 68 & CSAH 54

Movement	EB	SB
Directions Served	LT	LR
Maximum Queue (ft)	26	124
Average Queue (ft)	2	52
95th Queue (ft)	14	98
Link Distance (ft)	2890	4070
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Zone Summary

Zone wide Queuing Penalty: 0

Appendix F: Opening Year (2028) Conditions RODEL Reports

Scheme Summary

Control Data

Control Data and Model Parameters

CSAH 54	2028 Synthetic Flow Profile (veh)
CSAH 54 & CSAH 68 RAB	7.5 min Time Slice
Rodel-Win1	Queuing Delays (sec)
Right Hand Drive	Daylight conditions
AM Peak Hour	Peak 60/15 min Results
Full Geometry	Output flows: Vehicles
English Units (ft)	50% Confidence Level

Operational Data

Main Geometry (ft)

Approach and Entry Geometry

Leg	Leg Names	Approach Bearing (deg)	Grade Separation G	Half Width V	Approach Lanes n	Entry Width E	Entry Lanes n	Flare Length L'	Entry Radius R	Entry Angle Phi
1	CSAH 54 SB	0	0	12.00	1	14.00	1	33.00	66.00	30.00
2	CSAH 68 EB	120	0	12.00	1	14.00	1	33.00	66.00	30.00
3	CSAH 68 WB	240	0	12.00	1	14.00	1	33.00	66.00	30.00

Circulating and Exit Geometry

Leg	Leg Names	Inscribed Diameter D	Circulating Width C	Circulating Lanes nc	Exit Width Ex	Exit Lanes nex	Exit Half Width Vx	Exit Half Width Lanes nvx
1	CSAH 54 SB	130.00	16.00	1	14.00	1	12.00	1
2	CSAH 68 EB	130.00	16.00	1	14.00	1	12.00	1
3	CSAH 68 WB	130.00	16.00	1	14.00	1	12.00	1

Operational Results

2028 AM Peak - 60 minutes

Flows and Capacity

Leg	Leg Names	Bypass Type	Flows (veh/hr)					Capacity (veh/hr)			
			Arrival Flow		Opposing Flow		Exit Flow	Capacity		Average VCR	
			Entry	Bypass	Entry	Bypass		Entry	Bypass	Entry	Bypass
1	CSAH 54 SB	None	98		14		38	1094		0.0896	
2	CSAH 68 EB	None	36		93		19	1053		0.0342	
3	CSAH 68 WB	None	45		7		122	1098		0.0410	

Delays, Queues and Level of Service

Leg	Leg Names	Bypass Type	Average Delay (sec)			95% Queue (veh)		Level of Service		
			Entry	Bypass	Leg	Entry	Bypass	Entry	Bypass	Leg
1	CSAH 54 SB	None	3.41		3.41	0.28		A		A
2	CSAH 68 EB	None	3.34		3.34	0.10		A		A
3	CSAH 68 WB	None	3.23		3.23	0.12		A		A

Global Results

Performance and Accidents

2028 AM Peak Global Performance

Parameter	Units	Entries	Bypasses	Total
Arrive Flows	veh/hr	179		179
Capacity	veh/hr	3245		3245
Average Delay	sec/veh	3.35		3.35
L.O.S. (Signal)	A – F	A		A
L.O.S. (Unsig)	A – F	A		A
Total Delay	veh.hrs	0.17		0.17

Scheme Summary

Control Data

Control Data and Model Parameters

CSAH 54	2028 Synthetic Flow Profile (veh)
CSAH 54 & CSAH 68 RAB	7.5 min Time Slice
Rodel-Win1	Queuing Delays (sec)
Right Hand Drive	Daylight conditions
PM Peak Hour	Peak 60/15 min Results
Full Geometry	Output flows: Vehicles
English Units (ft)	50% Confidence Level

Operational Data

Main Geometry (ft)

Approach and Entry Geometry

Leg	Leg Names	Approach Bearing (deg)	Grade Separation G	Half Width V	Approach Lanes n	Entry Width E	Entry Lanes n	Flare Length L'	Entry Radius R	Entry Angle Phi
1	CSAH 54 SB	0	0	12.00	1	14.00	1	33.00	66.00	30.00
2	CSAH 68 EB	120	0	12.00	1	14.00	1	33.00	66.00	30.00
3	CSAH 68 WB	240	0	12.00	1	14.00	1	33.00	66.00	30.00

Circulating and Exit Geometry

Leg	Leg Names	Inscribed Diameter D	Circulating Width C	Circulating Lanes nc	Exit Width Ex	Exit Lanes nex	Exit Half Width Vx	Exit Half Width Lanes nvx
1	CSAH 54 SB	130.00	16.00	1	14.00	1	12.00	1
2	CSAH 68 EB	130.00	16.00	1	14.00	1	12.00	1
3	CSAH 68 WB	130.00	16.00	1	14.00	1	12.00	1

Operational Results

2028 PM Peak - 60 minutes

Flows and Capacity

Leg	Leg Names	Bypass Type	Flows (veh/hr)					Capacity (veh/hr)			
			Arrival Flow		Opposing Flow		Exit Flow	Capacity		Average VCR	
			Entry	Bypass	Entry	Bypass		Entry	Bypass	Entry	Bypass
1	CSAH 54 SB	None	164		56		159	1072		0.1529	
2	CSAH 68 EB	None	74		149		71	1024		0.0723	
3	CSAH 68 WB	None	203		12		211	1095		0.1853	

Delays, Queues and Level of Service

Leg	Leg Names	Bypass Type	Average Delay (sec)			95% Queue (veh)		Level of Service		
			Entry	Bypass	Leg	Entry	Bypass	Entry	Bypass	Leg
1	CSAH 54 SB	None	3.72		3.72	0.52		A		A
2	CSAH 68 EB	None	3.58		3.58	0.22		A		A
3	CSAH 68 WB	None	3.78		3.78	0.65		A		A

Global Results

Performance and Accidents

2028 PM Peak Global Performance

Parameter	Units	Entries	Bypasses	Total
Arrive Flows	veh/hr	441		441
Capacity	veh/hr	3192		3192
Average Delay	sec/veh	3.73		3.73
L.O.S. (Signal)	A – F	A		A
L.O.S. (Unsig)	A – F	A		A
Total Delay	veh.hrs	0.46		0.46

Appendix G: Future (2048) Conditions SimTraffic Reports

8: CSAH 68 & CSAH 54 Performance by movement

Movement	EBL	EBT	WBT	WBR	SBL	SBT	SBR	All
Denied Del/Veh (s)	0.1	0.1	0.2	2.7	0.0	0.0	0.0	0.5
Total Del/Veh (s)	0.7	2.0	1.9	0.1	8.9	2.2	7.1	5.2

Total Zone Performance

Denied Del/Veh (s)	1.2
Total Del/Veh (s)	126.5

Intersection: 8: CSAH 68 & CSAH 54

Movement	EB	SB
Directions Served	LT	LR
Maximum Queue (ft)	10	94
Average Queue (ft)	0	40
95th Queue (ft)	5	74
Link Distance (ft)	2890	4070
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Zone Summary

Zone wide Queuing Penalty: 0

8: CSAH 68 & CSAH 54 Performance by movement

Movement	EBL	EBT	WBT	WBR	SBL	SBR	All
Denied Del/Veh (s)	0.2	0.1	0.4	2.4	0.0	0.0	0.9
Total Del/Veh (s)	1.6	2.5	2.7	0.9	12.6	11.4	5.6

Total Zone Performance

Denied Del/Veh (s)	1.4
Total Del/Veh (s)	490.5

Intersection: 8: CSAH 68 & CSAH 54

Movement	EB	SB
Directions Served	LT	LR
Maximum Queue (ft)	31	153
Average Queue (ft)	2	58
95th Queue (ft)	15	111
Link Distance (ft)	2890	4070
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (ft)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Zone Summary

Zone wide Queuing Penalty: 0

Appendix H: Future (2048) Conditions RODEL Reports

Operational Results

2048 AM Peak - 60 minutes

Flows and Capacity

Leg	Leg Names	Bypass Type	Flows (veh/hr)					Capacity (veh/hr)			
			Arrival Flow		Opposing Flow		Exit Flow	Capacity		Average VCR	
			Entry	Bypass	Entry	Bypass		Entry	Bypass	Entry	Bypass
1	CSAH 54 SB	None	112		17		43	1093		0.1025	
2	CSAH 68 EB	None	41		106		23	1046		0.0392	
3	CSAH 68 WB	None	52		8		139	1097		0.0474	

Delays, Queues and Level of Service

Leg	Leg Names	Bypass Type	Average Delay (sec)			95% Queue (veh)		Level of Service		
			Entry	Bypass	Leg	Entry	Bypass	Entry	Bypass	Leg
1	CSAH 54 SB	None	3.44		3.44	0.32		A		A
2	CSAH 68 EB	None	3.37		3.37	0.11		A		A
3	CSAH 68 WB	None	3.24		3.24	0.14		A		A

Global Results

Performance and Accidents

2048 AM Peak Global Performance

Parameter	Units	Entries	Bypasses	Total
Arrive Flows	veh/hr	205		205
Capacity	veh/hr	3237		3237
Average Delay	sec/veh	3.38		3.38
L.O.S. (Signal)	A – F	A		A
L.O.S. (Unsig)	A – F	A		A
Total Delay	veh.hrs	0.19		0.19

Operational Results

2048 PM Peak - 60 minutes

Flows and Capacity

Leg	Leg Names	Bypass Type	Flows (veh/hr)					Capacity (veh/hr)			
			Arrival Flow		Opposing Flow		Exit Flow	Capacity		Average VCR	
			Entry	Bypass	Entry	Bypass		Entry	Bypass	Entry	Bypass
1	CSAH 54 SB	None	189		64		183	881		0.2146	
2	CSAH 68 EB	None	85		171		82	825		0.1030	
3	CSAH 68 WB	None	233		14		242	907		0.2570	

Delays, Queues and Level of Service

Leg	Leg Names	Bypass Type	Average Delay (sec)			95% Queue (veh)		Level of Service		
			Entry	Bypass	Leg	Entry	Bypass	Entry	Bypass	Leg
1	CSAH 54 SB	None	4.84		4.84	0.77		A		A
2	CSAH 68 EB	None	4.56		4.56	0.33		A		A
3	CSAH 68 WB	None	4.95		4.95	0.97		A		A

Global Results

Performance and Accidents

2048 PM Peak Global Performance

Parameter	Units	Entries	Bypasses	Total
Arrive Flows	veh/hr	507		507
Capacity	veh/hr	2612		2612
Average Delay	sec/veh	4.84		4.84
L.O.S. (Signal)	A – F	A		A
L.O.S. (Unsig)	A – F	A		A
Total Delay	veh.hrs	0.68		0.68

Appendix I: Historical Crash Data

Intersection Safety Screening

Intersection: CSAH 54 & CSAH 68

Statewide Averages based on 2019-2023 crashes

Crashes by Crash Severity	
Fatal (K)	0
Incapacitating Injury (A)	1
Minor Injury (B)	3
Possible Injury (C)	1
Property Damage (PDO)	3
Total Crashes	8

Intersection Characteristics	
Entering Volume	6,500
Environment	Urban
Lighting	Lit
Traffic Control	Thru-Stop

Annual crash cost = *$614,800*

Statewide comparison = *Thru/STOP, Urban*

Total Crash Rate	
Observed	0.674
Statewide Average	0.145
Critical Rate	0.470
Critical Index	1.43

Fatal & Serious Injury Crash Rate	
Observed	8.425
Statewide Average	0.414
Critical Rate	7.020
Critical Index	1.20

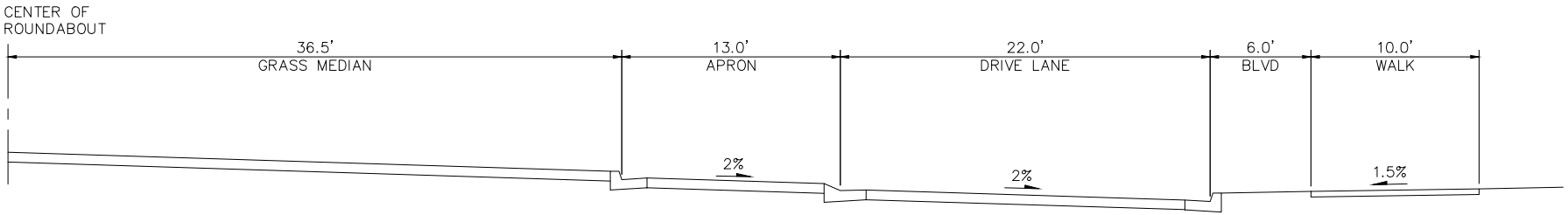
The observed crash rate is the number of crashes per million entering vehicles (MEV). The critical rate is a statistical comparison based on similar intersections statewide. An observed crash rate greater than the critical rate indicates that the intersection operates outside the expected, normal range. The critical index reports the magnitude of this difference (i.e. observed crash rate ÷ critical crash rate).

The observed total crash rate for this period is 0.67 per MEV; this is 1.4 times the critical rate. If crashes were reduced by 3 over five years, this intersection would perform within normal range.

The observed fatal and serious injury crash rate for this period is 8.43 per 100 MEV; this is 1.2 times the critical rate. This site may be a sustained severe crash location.

Appendix J: Proposed Typical Section

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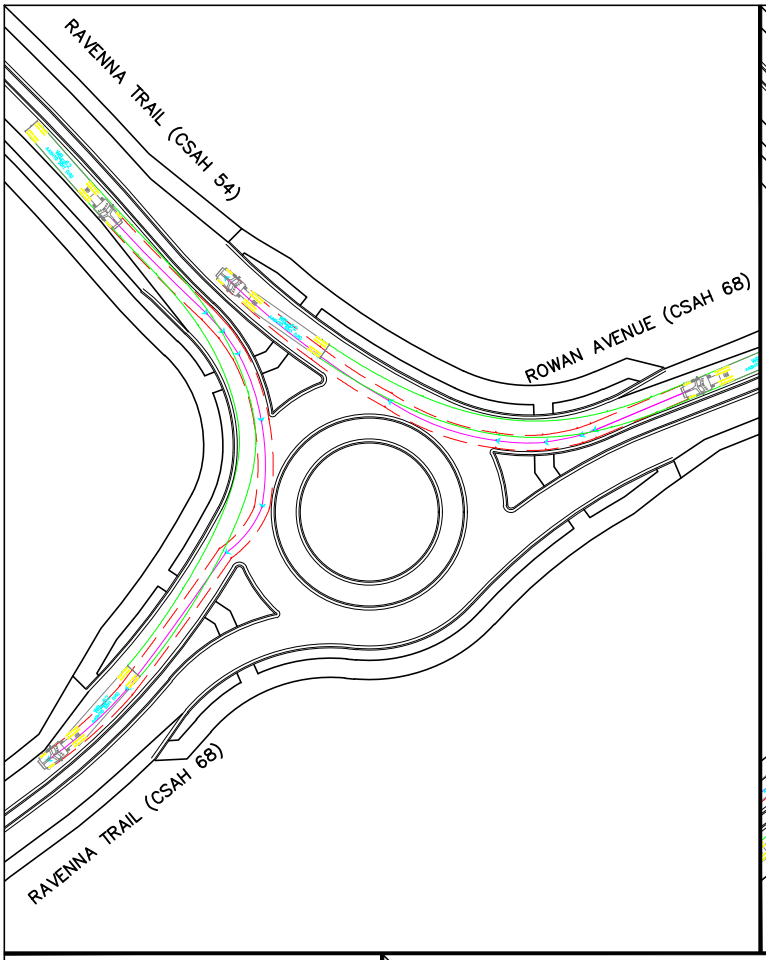
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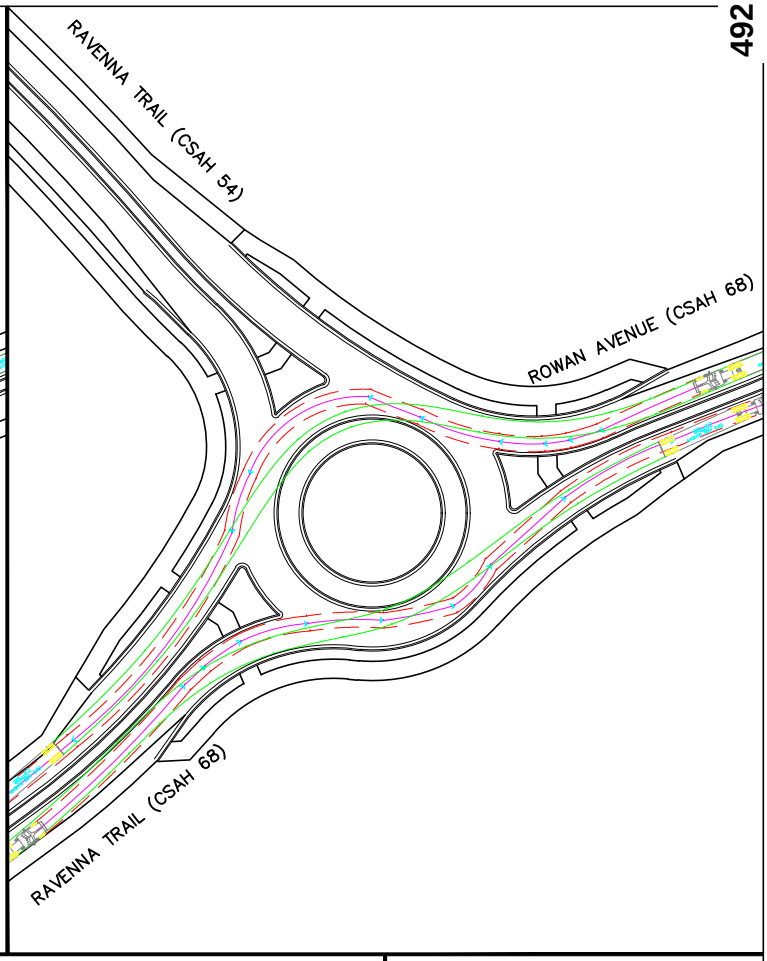
ROUNDABOUT TYPICAL SECTION
CSAH 54 & CSAH 68

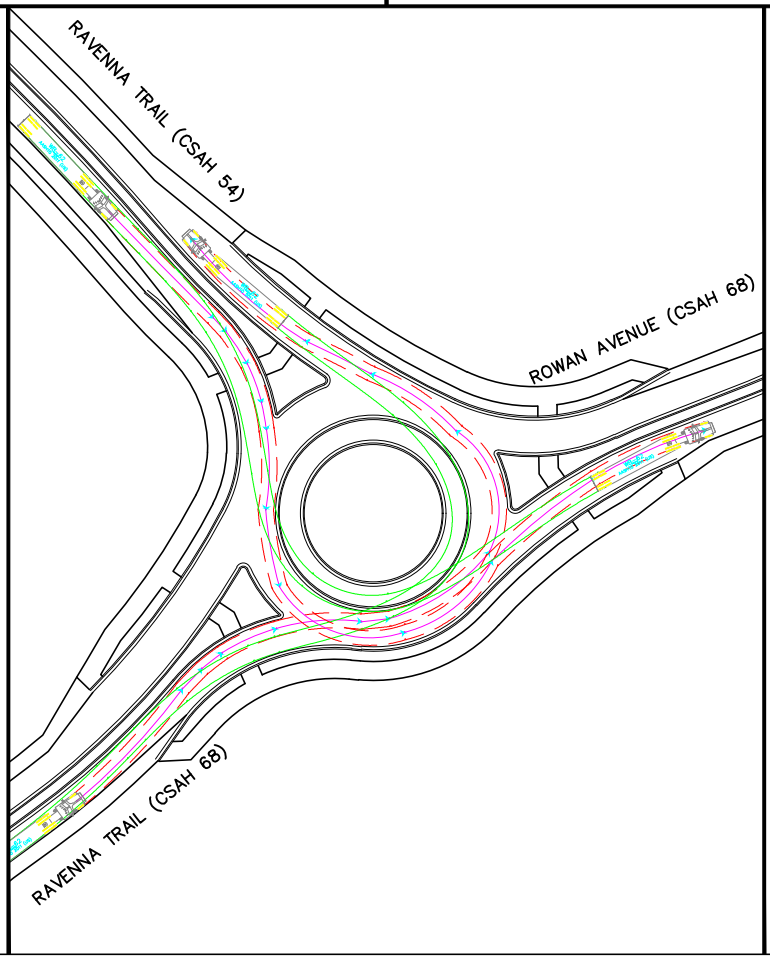
Dakota COUNTY

0 5 10
HORIZONTAL SCALE IN FEET

Appendix K: Design Vehicle Paths







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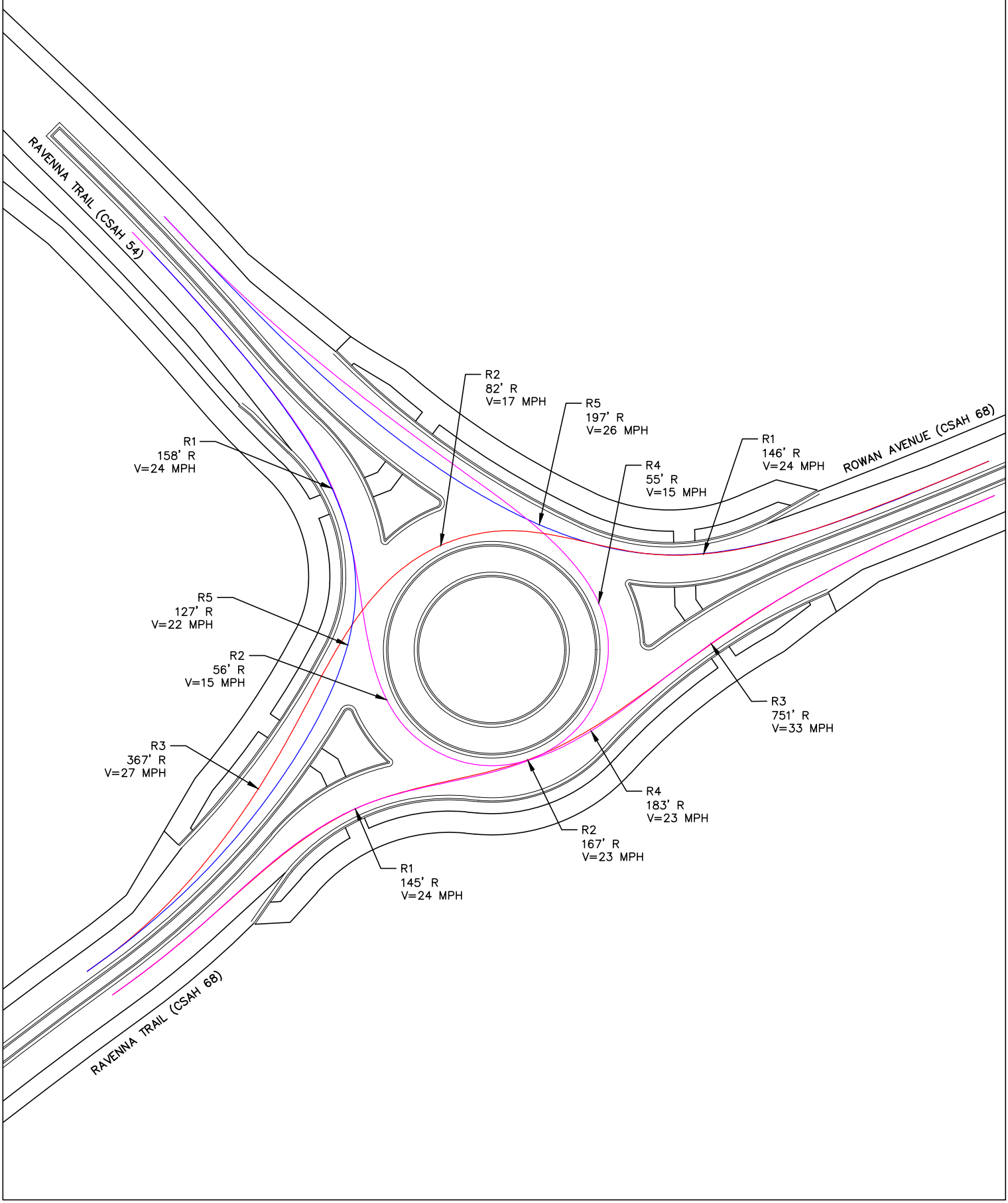
DESIGN VEHICLE PATHS WB-62
CSAH 54 & CSAH 68

Dakota COUNTY

NORTH

0 30 60
HORIZONTAL
SCALE IN FEET

Appendix L: Fastest Path Radii and Speeds



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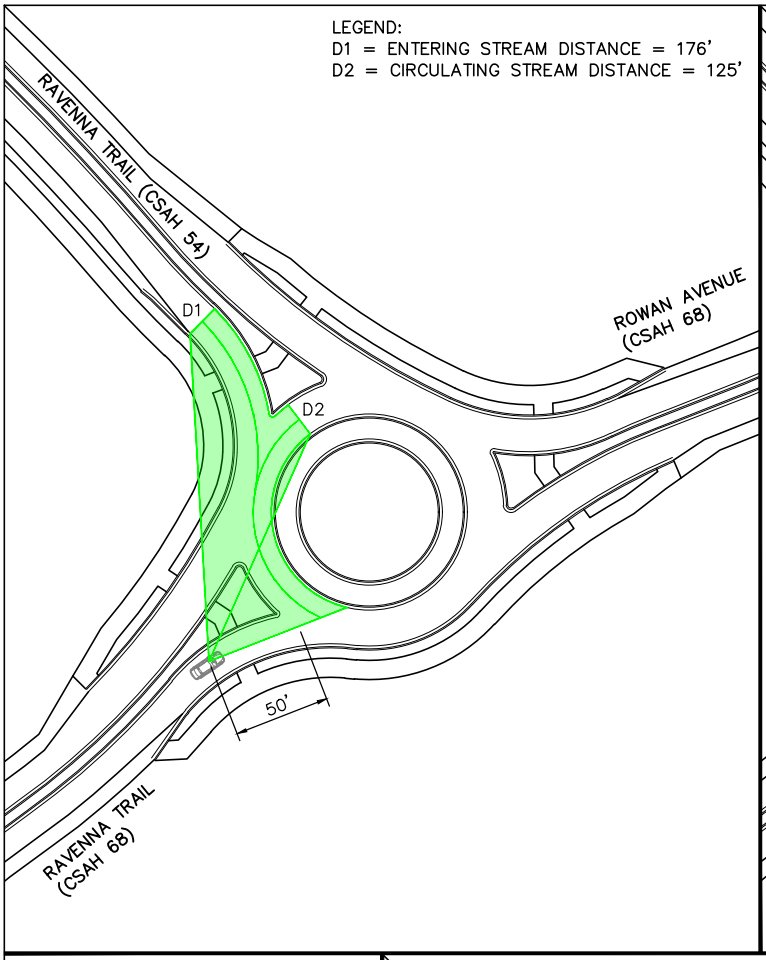
VEHICLE FASTEST PATH RADII
& SPEED
CSAH 54 & CSAH 68

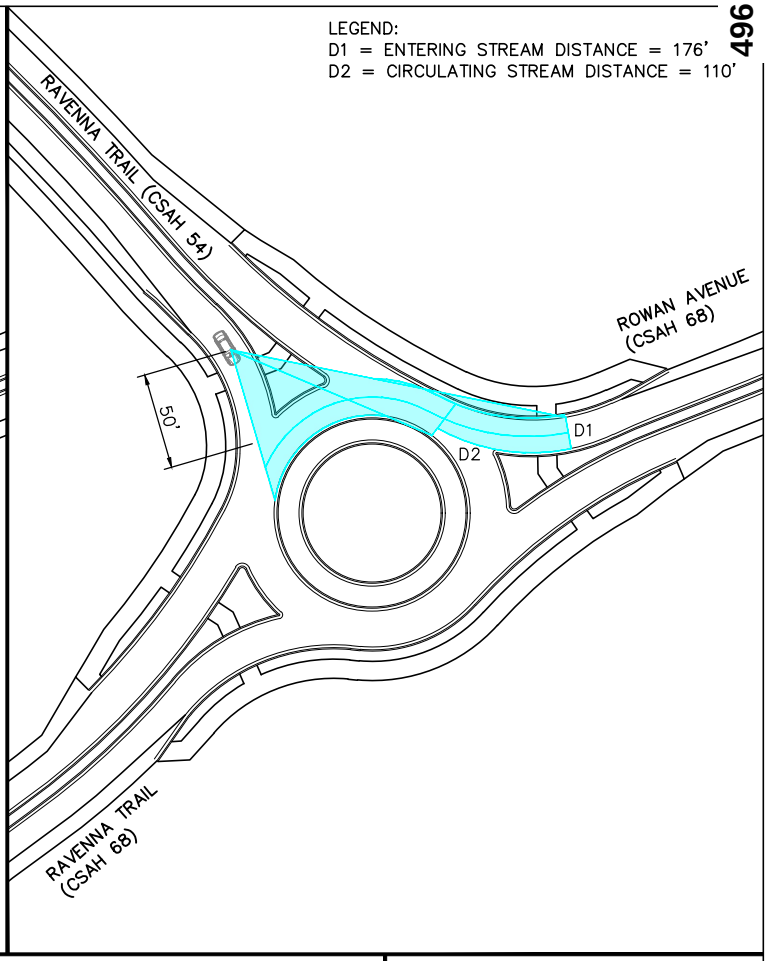
Dakota COUNTY

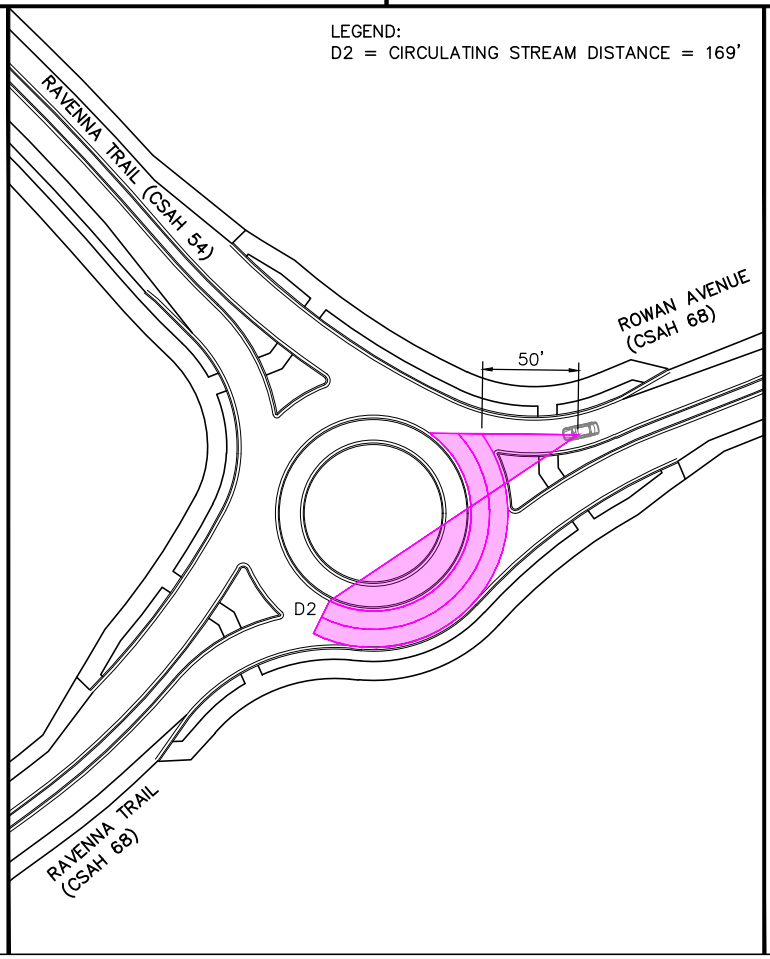
NORTH

0 30 60
HORIZONTAL
SCALE IN FEET

Appendix M: Sight Distance Diagrams







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Kimley»Horn

SIGHT DISTANCE DIAGRAMS
CSAH 54 & CSAH 68

Dakota COUNTY

NORTH

0 50 100
HORIZONTAL
SCALE IN FEET

Board of Commissioners

Request for Board Action

Item Number: DC-5744 **Agenda #:** 9.5 **Meeting Date:** 6/23/2026

DEPARTMENT: Transportation

FILE TYPE: Consent Action

TITLE
Authorization To Approve Letters Of Support To West St. Paul And Lakeville For Applications To Regional Solicitation Funding Opportunity

PURPOSE/ACTION REQUESTED
Authorize the Board Chair to provide letters of support to the City of West St. Paul for the Christensen Avenue project and the City of Lakeville for the Downtown Lakeville Sidewalk project applications to the Regional Solicitation funding opportunity.

SUMMARY
The Metropolitan Council's Transportation Advisory Board (TAB) has released the 2026 Regional Solicitation to award funds for transportation projects in fiscal years 2030 and 2031. Approximately $250 million in federal funding is available across various categories, including Roadway, Transit, and Bicycle/Pedestrian projects. Applications received by TAB will be evaluated based on criteria aligned with the region's long-range plan, Imagine 2050. Evaluation measures prioritize safety (Safe System Approach), equity, and multimodal connectivity. As part of the application process applicants are required to obtain letters of support from affected agencies declaring they understand the project and are committed to operating and maintaining the facility for its design life.

The following municipalities have requested letters of support for their applications to the 2026 Regional Solicitation:

- The City of West St. Paul for the Christensen Ave project. This project will affect County trail facilities at the intersections of Christensen Ave. and County State Highway (CSAH) 14, Westview Drive and CSAH 73, and Marie Ave. and CSAH 73.
- The City of Lakeville for the Downtown Lakeville Sidewalk project. This project will provide a direct connection to the Lake Marion Greenway gateway adjacent to downtown and further expand the connectivity through Lakeville.

RECOMMENDATION
Staff recommends the authorization of the Board Chair to provide letters of support to the cities of West St. Paul and Lakeville for their applications to the Regional Solicitation funding opportunity.

EXPLANATION OF FISCAL/FTE IMPACTS
There are no fiscal impacts as a result of this action.

RESOLUTION

WHEREAS, the Metropolitan Council's Transportation Advisory Board (TAB) is requesting project submittals for funding through the Regional Solicitation process; and

WHEREAS, the Solicitation programs fund between 80 and 95 percent of project construction costs; and

WHEREAS, funding of projects reduces the burden on local taxpayers for regional improvements; and

WHEREAS, project submittals are due on June 25, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves letters of support for the aforementioned city-led project application(s) to be signed by the Board Chair.

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: Draft Letter - Lakeville
Attachment: Draft Letter - West St. Paul
Attachment: Project Location Map

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

CONTACT
Department Head: Erin Laberee
Author: Barry Becker

June 23, 2026

Elaine Koutsoukos, Transportation Coordinator
Transportation Advisory Board
Metropolitan Council
390 Robert Street North

RE: 2026 Regional Solicitation Application for the Downtown Lakeville Sidewalk project

Dear Ms. Koutsoukos:

Dakota County is pleased to offer our support for the City of Lakeville's application for Regional Solicitation funding in the Active Transportation category for the Downtown Lakeville Sidewalk project.

The Downtown Lakeville Sidewalk Project represents an important investment in pedestrian safety and accessibility within the City of Lakeville. This project will add new sidewalk along 209th Street West, connecting the existing public parking lot to Holyoke Avenue, and along Howland Avenue from 209th Street West to Upper 209th Street West. It also includes a new midblock east–west walkway between Howland Avenue and Holyoke Avenue, as well as a midblock pedestrian crossing on Howland Avenue featuring a marked crosswalk and rectangular rapid-flashing beacons. In addition, the project will install new ADA-compliant curb ramps and upgrade several existing ramps to meet current standards.

On behalf of the Dakota County Board of Commissioners, I offer our full support for this important project, which will improve mobility, enhance safety in the downtown area, and strengthen the overall transportation network for residents and visitors allowing downtown Lakeville to become even more vibrant and economically viable for years to come.

Sincerely,

Laurie Halverson, Chair
Dakota County Board of Commissioners

DRAFT

June 23, 2026

Elaine Koutsoukos, Transportation Coordinator
Transportation Advisory Board
Metropolitan Council
390 Robert Street North

RE: 2026 Regional Solicitation Application for West St. Paul Multi-Use Trail and Sidewalk Gaps Improvements

Dear Ms. Koutsoukos:

Dakota County is pleased to offer our support for the City of West St. Paul's application for Regional Solicitation funding in the Active Transportation category for the Multi-Use Trail and Sidewalk Gaps Improvements project in West St. Paul.

By providing bicycle and pedestrian connections from Christensen Avenue to CSAH 73, this project will ensure safe access routes for residents in the project area to transit stops along CSAH 73, as well as several community destinations including three parks and several grocery stores. Due to the high residential density of the project area and lack of current facilities, this area has been identified in City plans as a key priority for expanding bicycle and pedestrian networks. The lack of facilities along Christensen Ave, Marie Ave, and Westview Drive is felt by Dakota County residents daily as they go to their cars or use other modes to move around. The proposed project addresses this need by filling in gaps in the existing network and creating a safe way for our community to connect to the rest of the City.

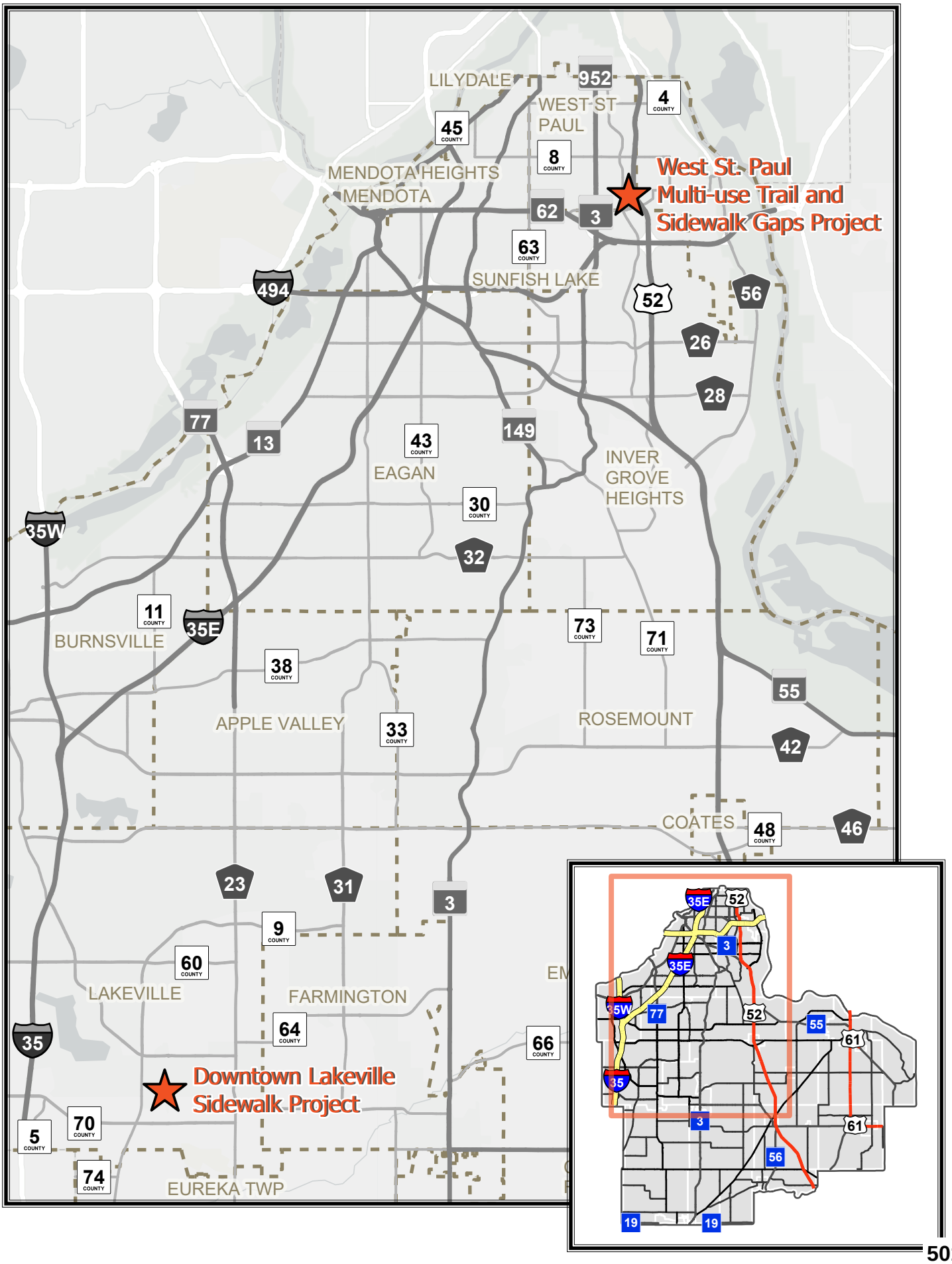
On behalf of the Dakota County Board of Commissioners, I offer our full support for this important project, which will allow West St. Paul to become even more safe, vibrant, and economically viable for years to come.

Sincerely,

Laurie Halverson, Chair
Dakota County Board of Commissioners

DRAFT

Attachment: Project Location Map



Board of Commissioners

Request for Board Action

Item Number: DC-5771 **Agenda #:** 9.6 **Meeting Date:** 6/23/2026

DEPARTMENT: Transportation

FILE TYPE: Consent Action

TITLE

Authorization To Execute Contract With Minnowa Construction, Inc., And Amend Transportation Capital Improvement Program Budget For Reconstruction Of Bridge Number 19578 In Vermillion Township, County Project 85-23

PURPOSE/ACTION REQUESTED

Authorize to execute a contract with Minnowa Construction, Inc., for County Project (CP) 85-23, the reconstruction of Bridge Number 19578 in Vermillion Township, and to amend the Transportation Capital Improvement Program budget accordingly.

SUMMARY

To provide a safe and efficient transportation system, Dakota County is reconstructing the bridge at County State Aid Highway (CSAH) 85 and 0.9 miles north of CSAH 62. This project will replace the existing bridge which has a deteriorating deck and substructure and needs full replacement.

The project was advertised, and bids were opened and tabulated on June 2, 2026. Three bidders submitted bids as follows:

Bidder	Bid Amount
Minnowa Construction, Inc.	$2,471,682
Lunda Construction Co.	$2,552,742
Redstone Construction, LLC	$2,560,914

The low bid from Minnowa Construction, Inc., in the amount of $2,471,682, is approximately 6.5 percent above the engineer's estimate, which is reasonable for a full bridge replacement involving foundation and substructure work. The original CIP funding for CP 85-23 was based on a planned bridge deck replacement only, but detailed engineering and field evaluations performed in 2025 determined that the existing bridge's condition warranted a full bridge replacement to meet current state-aid standards. As a result, the project scope and cost increased.

To fully fund the bridge construction, project contingency, and the required non-CSAH contribution, a Transportation Capital Improvement Program budget amendment of $2,489,200 is required. This amendment reflects the updated programmed funding plan for CP 85-23, including $2,198,400 for construction, $197,800 for contingency, and $93,000 in non-CSAH funding.

RECOMMENDATION

Staff recommends awarding the construction contract for CP 85-23 to Minnowa Construction, Inc., in

the amount of $2,471,682, and approving a Transportation Capital Improvement Program budget amendment of $2,489,200 to fully fund construction, contingency, and non-CSAH requirements.

EXPLANATION OF FISCAL/FTE IMPACTS
To fully fund the bridge construction, project contingency, and the required non-CSAH contribution, a Transportation Capital Improvement Program budget amendment of $2,489,200 is required. The amendment consists of $93,000 in Transportation fund balance and $2,396,200 in County State Aid Highway (CSAH) funds. This reflects the programmed funding plan for CP 85-23, including the increased construction cost due to the need for full bridge replacement rather than the originally planned deck replacement.

Current Budget

Funding Source	Total Approved Budget	Available Budget
CSAH	$1,079,913	$273,382
County Funds (Transportation Fund)	$20,000	$0
Total	**$1,099,913**	**$273,382**

Amended Budget

Funding SourceTotal Amended BudgetAmended Available Budget		
CSAH	$3,475,913	$2,669,382
County Funds (Transportation Fund)	$113,000	$93,000
Total	**$3,588,913**	**$2,762,382**

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

RESOLUTION
WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 85-23; and

WHEREAS, CP 85-23 is the reconstruction of Bridge Number 19578 in Vermillion Township; and

WHEREAS, the adopted 2026 Transportation Capital Improvement Program includes funding for preliminary engineering and deck replacement for this project; and

WHEREAS, the bid of Minnowa Construction, Inc., in the amount of $2,417,682 was the lowest responsible bid received; and

WHEREAS, staff recommends awarding the bid to Minnowa Construction, Inc.; and

WHEREAS, a budget amendment is necessary to provide sufficient funding for construction,

contingency, and non-CSAH cost participation.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby awards the construction contract for County Project 85-23 to Minnowa Construction, Inc. in the amount of $2,471,682 and authorizes the County Engineer to execute the contract 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 amends the Transportation Capital Improvement Program as follows:

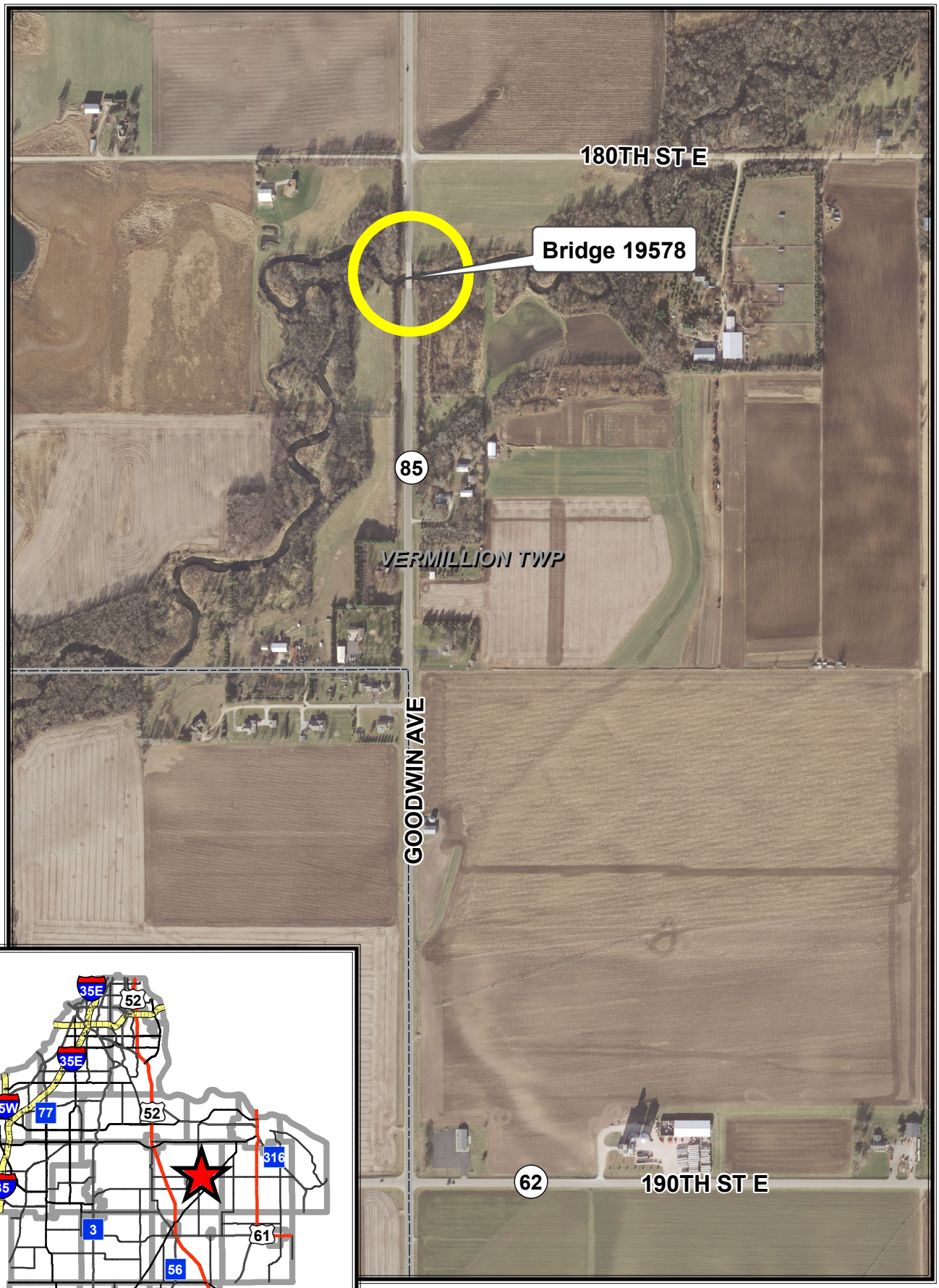
Expense	
CP 85-23	$2,489,200
Total Expense	**$2,489,200**
Revenue	
Transportation Fund Balance (non-CSAH)	$93,000
County State Aid Highway (CSAH)	$2,396,200
Total Revenue	**$2,489,200**

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
Attachment: Project Location Map

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

CONTACT
Department Head: Erin Laberee
Author: Jeannine Briol



County Project 85-23

Board of Commissioners

Request for Board Action

Item Number: DC-5667 **Agenda #:** 9.7 **Meeting Date:** 6/23/2026

DEPARTMENT: Parks

FILE TYPE: Consent Action

TITLE
Authorization To Award Bid And Execute Contract With JM Hauling LLC To Provide Construction Services For West Lake Byllesby Regional Park Master Plan Improvements

PURPOSE/ACTION REQUESTED
Authorize award of bid and execution of a contract with JM Hauling LLC to provide construction services for the West Lake Byllesby Regional Park Master Plan Improvements.

SUMMARY
The Parks Capital Improvement Program Adopted Budget includes a project to develop project sites on the west side of the Lake Byllesby Regional Park which will formalize access and create basic trailhead amenities. Funding for this project came from the Environment and Natural Resources Trust Fund and a County match.

In August 2025, Capital Projects Management staff developed a Request for Proposals for professional design services. Three firms responded with proposals. The internal selection committee selected Aune Fernandez Landscape Architects (AFLA) to provide the design services for this project.

Working with a Core Planning Group comprised of staff from Facilities Management and Parks, AFLA developed concept options to meet the project needs. Schematic design concepts were then selected and further developed. The project schematic design was presented to and approved by the Dakota County Board of Commissioners by Resolution No. 26-113 (March 24,2026). After this approval, AFLA and the Core Planning Group proceeded with the remaining design work on the project, which concluded in May 2026. AFLA prepared construction bid documents that were used to obtain competitive bids.

The bidding documents included a Base Bid and two Bid Alternates. Alternate Bid #1 includes the Cannon Overlook picnic deck, trail and associated landscaping work. Alternate Bid #2 includes a monument sign and all associated landscaping and electrical work at each project site.

The project was released for bidding on May 14, 2026. After three weeks, six competitive bids were received on June 4, 2026 (Attachment: Bid Tab). The following list includes the three low bids received with base bid, two alternate bids, and total values:

Contractor	Base Bid	Alt Bid #1	Alt Bid #2	Total
JM Hauling LLC	$479,652	$19,514	$30,470	$529,636

Pember Companies	$518,362	$41,838	$45,443	$605,643
Sunram Construction	$602,115	$50,400	$63,250	$715,765

Staff and AFLA have reviewed the submitted bid forms and found everything to be in accordance with the design intent and bidding requirements. The combined total value of the base bid and two alternate bids from JM Hauling LLC is below the latest construction cost estimate. The available project budget can support issuing a contract for the combined total value.

RECOMMENDATION
Staff recommends award to JM Hauling LLC as the lowest responsive and responsible bidder and proceeding with the Base Bid and acceptance of Alternate Bid #1 and Alternate Bid #2 for a total amount not to exceed $529,636.

EXPLANATION OF FISCAL/FTE IMPACTS
The Parks Capital Improvement Program Adopted Budge includes a total project budget of $1,493,333. Adequate funding remains to support the issuance of this contract.

Project 2000457 Lake Byllesby Regional Park Master Plan Improvements

Funding Source	Total Budget	Available Budget
Environmental & Natural Resources Trust Fund (ENRTF)	$1,120,000	$1,019,315
Environmental Legacy Fund (ELF) balance	$341,436	$314,899
County Program Aid (CPA)	$31,897	$8,206
Total	**$1,493,333**	**$1,342,420**

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

RESOLUTION
WHEREAS, the 2025-2029 Parks Capital Improvement Program Adopted Budget includes a project to develop project sites on the west side of Lake Byllesby Regional Park to formalize access and create basic trailhead amenities; and

WHEREAS, staff selected Aune Fernandez Landscape Architects (AFLA) through a Request for Proposals process to provide the design services for this project; and

WHEREAS, an internal Core Planning Group worked with AFLA to develop and refine the project schematic design; and

WHEREAS, the schematic design was presented to and approved by the Dakota County Board of Commissioners by Resolution No. 26-113 (March 24, 2026); and

WHEREAS, after approval, AFLA and the Core Planning Group further developed the project design, which concluded in May 2026; and

WHEREAS, AFLA prepared construction bid documents to obtain competitive bids that included a Base Bid and two Bid Alternates; and

WHEREAS, the project was released for bidding on May 14, 2026; and

WHEREAS, six competitive bids were received on June 4, 2026; and

WHEREAS, the lowest responsive and responsible bid was submitted by JM Hauling LLC; and

WHEREAS, after review, staff recommends award to JM Hauling LLC as the lowest responsive and responsible bidder and proceeding with the Base Bid and acceptance of Alternate Bid #1 and Alternate Bid #2 for a total amount not to exceed $529,636.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorized the Facilities Management Director to execute a contract with JM Hauling LLC, 6514 81st St S, Cottage Grove, MN 55016, in an amount not to exceed $529,636 for the construction of the West Lake Byllesby Regional Park Master Plan Improvements project, subject to approval by the County Attorney's office as to form.

PREVIOUS BOARD ACTION
26-113; 03/24/26

ATTACHMENTS
Attachment: Bid Tab

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

CONTACT
Department Head: Niki Geisler
Author: Trish Bremer

Dakota COUNTY

West Lake Byllesby Regional Park Improvements
#2000457
June 4, 2026 at 1:00 p.m.

Bidder	Add #1 Acknow. (Y/N)	Bid Form Signed (Y/N)	Attach. B, C & D Included (Y/N)	Bid Bond Included (Y/N)	Base Bid	Alternate Bid #1	Alternate Bid #2	Total Base Bid + 2 Alternate Bids
JM Hauling LLC	Y	Y	Y	Y	$ 479,651.83	$ 19,513.40	$ 30,470.00	**$ 529,635.23**
Pember Companies, Inc.	Y	Y	Y	Y	$ 518,362.01	$ 41,837.87	$ 45,442.44	**$ 605,642.32**
Sunram Construction, Inc.	Y	Y	Y	Y	$ 602,115.00	$ 50,400.00	$ 63,250.00	**$ 715,765.00**
McLafferty Contracting Group, LLC	Y	Y	Y	Y	$ 837,560.00	$ 143,000.00	$ 61,480.00	**$ 1,042,040.00**
Urban Companies LLC	Y	Y	Y	Y	$ 897,000.00	$ 70,000.00	$ 125,000.00	**$ 1,092,000.00**
CM Construction Company, Inc.	Y	Y	Y	Y	$ 975,800.00	$ 375,000.00	$ 105,000.00	**$ 1,455,800.00**

Alternate Bid Descriptions:
Alternate Bid #1: Cannon Overlook Picnic Deck, Trail and Associated Landscaping Work.
Alternate Bid #2: (2) Monument Signs and Associated Landscaping and Electrical Work.

Board of Commissioners

Request for Board Action

Item Number: DC-5704 **Agenda #:** 9.8 **Meeting Date:** 6/23/2026

DEPARTMENT: Parks

FILE TYPE: Consent Action

TITLE

Authorization To Award Bid And Execute Contract With Ebert, Inc. dba Ebert Companies To Provide General Contractor Services For Lake Byllesby Regional Park Campground Building Project

PURPOSE/ACTION REQUESTED

Authorize award and execute a contract with Ebert, Inc. dba Ebert Companies to provide general contractor services for the Lake Byllesby Regional Park Campground Building project.

SUMMARY

The adopted 2025 Parks Capital Improvement Program (CIP) includes a project that explores the replacement or renovation of campground buildings in Lebanon Hills and Lake Byllesby Regional Parks. This project was funded through the Metropolitan Council's Regional Bonding Modernization Grant Program and the Parks and Trails Legacy Fund.

To help prioritize needs, the 2025 "Campground Buildings and Beach House Replacement Study" established a building program and developed preliminary pricing. One of the buildings in this study was a campground building in Lake Byllesby which was programmed to include a severe weather component. Capital Projects Management staff worked with Bloom Companies to develop the design for a storm shelter and restroom building that would accommodate 500 people in the event of inclement weather.

Construction documents were prepared by Bloom Companies and advertised for bid on May 14, 2026. Fifteen bids were received on June 9, 2026. See attached Bid Tabulation for full results. The lowest responsible and responsive bidder is Ebert, Inc (dba Ebert Companies). The lowest three bidders were as follows:

Bidder	**Ebert Companies**	**KA Witt Construction**	**Greiner Construction**
Base Bid:	$1,827,000	$1,861,000	$1,850,000
Alt. 1:	$ 37,800	$ 24,000	$ 45,000
Alt. 2:	$ 9,7000	$ 8,000	$ 7,100
Alt. 3:	$ 21,300	$ 28,600	$ 35,000
Alt. 4:	$ 71,900	$ 71,500	$ 62,000
Total	**$1,967,700**	**$ 1,993,100**	**$ 1,999,100**

Four alternates were used to support the bidding outcome. Alternate One provided additional natural light to the building through solar tubes. Alternate Two included tempering of the building for winter.

Alternate Three included a large exterior concrete patio off the south (lake-facing) side of the building. Alternate Four increased the number of doors in the building; two, double-leaf doors were added along the south side of the building.

By Resolution No. 25-444 (September 23, 2025), the Dakota County Board of Commissioners authorized application for, and acceptance of, State Fiscal Year 2026-2027 Parks and Trails Legacy Fund (PLTF) Grants. The grant acceptance for the Lake Byllesby Regional Park Improvements is in the amount of $740,130 and is available on July 1, 2026. By Resolution No. 26-114 (March 24, 2026), the Dakota County Board of Commissioners authorized a budget amendment to increase the project budget by $500,000. The project has an available budget of $2,919,129.

RECOMMENDATION
Staff recommends the base bid and all four alternates for the Lake Byllesby Regional Park Storm Shelter be awarded to Ebert Companies in an amount not to exceed $1,967,700. The bid is seventeen percent lower than the last engineer's estimate and falls within the project budget.

EXPLANATION OF FISCAL/FTE IMPACTS
The Parks CIP Adopted Budget for this project is $2,633,095. Of that total budget, $1,633,095 is from the grant administered through the Metropolitan Council. Some of these funds were used to fund the campground study and Bloom Companies' contract. The remaining current budget is $2,419,129. A budget amendment approved by Resolution No. 26-114 (March 24, 2026) brought the total, available project budget up to $2,919,129.

Project 2000405 Lebanon Hills and Lake Byllesby Regional Parks: Campground Buildings and Beach House Replacement/Renovation Project

Funding Source	Total Budget	Available Budget
Parks and Trails Legacy Fund - State Fiscal Year 2027	$1,500,000	$1,500,000
Metropolitan Council - Modernizing Parks and Trails Fund	$1,633,095	$1,419,129
Total	**$3,133,095**	**$2,919,129**

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

RESOLUTION
WHEREAS, the adopted 2025 Parks Capital Improvement Program includes a project to replace or renovate campground buildings within Lebanon Hills and Lake Byllesby Regional Parks; and

WHEREAS, staff hired Locus Architecture to conduct a study that evaluated all buildings at two campgrounds and recommended the addition of a storm shelter into the campgrounds; and

WHEREAS, staff worked with Bloom Companies to develop the design of a storm shelter and restroom building within Lake Byllesby Regional Park; and

WHEREAS, construction documents were prepared by Bloom Companies, the project was advertised for bid on May 14, 2026, and fifteen bids were received on June 9, 2026; and

WHEREAS, Ebert, Inc. dba Ebert Companies submitted a bid of $1,967,700; and

WHEREAS, staff and Bloom Companies reviewed the qualifications of the bidder and recommend award to Ebert Companies as the lowest responsive and responsible bidder in an amount not to exceed $1,967,700 for the Lake Byllesby Storm Shelter project.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to execute a contract with Ebert Companies, 23350 County Road 10, Corcoran, MN 55357, in an amount not to exceed $1,967,700 for the Lake Byllesby Storm Shelter Project.

PREVIOUS BOARD ACTION
25-468; 10/07/25
25-444; 9/23/25
26-114; 3/24/26

ATTACHMENTS
Attachment: Bid Tabulation

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

CONTACT
Department Head: Niki Geisler
Author: Christina Lundgren

Lake Byllesby Regional Park Storm Shelter - Bid Tab
CIP# 2000405
June 9, 2026, 2PM

Bidder Name	Base Bid	Alternate 1	Alternate 2	Alternate 3	Alternate 4	Total
		6 Additional Solar Tubes	Restroom and Mech Room Tempering	Exterior Concrete Patio	Additional Doors on South Façade	Base Bid + All Alternates
Ebert Companies	$ 1,827,000	$ 37,800	$ 9,700	$ 21,300	$ 71,900	$ 1,967,700
KA Witt Construction	$ 1,861,000	$ 24,000	$ 8,000	$ 28,600	$ 71,500	$ 1,993,100
Greiner Construction	$ 1,850,000	$ 45,000	$ 7,100	$ 35,000	$ 62,000	$ 1,999,100
Market and Johnson	$ 1,883,000	$ 35,406	$ 13,136	$ 25,374	$ 67,847	$ 2,024,763
KNB Contracting	$ 1,889,900	$ 29,200	$ 54,500	$ 33,000	$ 42,500	$ 2,049,100
CM Construction	$ 1,860,100	$ 40,100	$ 12,000	$ 24,600	$ 112,600	$ 2,049,400
Parkos Construction	$ 1,911,500	$ 39,300	$ 9,700	$ 27,900	$ 73,000	$ 2,061,400
Brennan Companies	$ 1,955,000	$ 41,000	$ 15,000	$ 29,000	$ 95,000	$ 2,135,000
Jorgenson Construction	$ 1,975,000	$ 45,000	$ 12,700	$ 25,000	$ 79,000	$ 2,136,700
Shaw-Lundquist	$ 2,075,000	$ 39,000	$ 14,600	$ 30,000	$ 92,000	$ 2,250,600
Donlar Construction	$ 2,109,000	$ 37,000	$ 14,000	$ 19,900	$ 72,900	$ 2,252,800
Versacon	$ 2,085,000	$ 51,000	$ 15,500	$ 33,500	$ 110,000	$ 2,295,000
Rochon Corporation	$ 2,135,000	$ 38,000	$ 16,500	$ 33,000	$ 94,500	$ 2,317,000
Dering Pierson Group	$ 2,152,000	$ 46,000	$ 18,000	$ 38,000	$ 109,000	$ 2,363,000
Mohs Construction	$ 2,212,000	$ 39,621	$ 6,395	$ 56,580	$ 79,731	$ 2,394,327

Board of Commissioners

Request for Board Action

Item Number: DC-5703 **Agenda #:** 9.9 **Meeting Date:** 6/23/2026

DEPARTMENT: Environmental Resources

FILE TYPE: Consent Action

TITLE
Authorization To Execute Contract With Certified Recycling, LLC For Mattress Recycling And Reuse Services At The Recycling Zone Plus

PURPOSE/ACTION REQUESTED
Authorize execution of a contract with Certified Recycling, LLC for mattress recycling and reuse services at the Recycling Zone Plus (RZP).

SUMMARY
Background: In Minnesota, counties are responsible for developing projects and programs to achieve state goals for waste management including a 75 percent recycling goal by 2030. Dakota County's 2024-2044 Solid Waste Management Plan includes strategies for residential reuse programs and opportunities to recycle challenging materials, including mattresses, by using County collection facilities. Mattresses can be managed through recycling or reuse services and preserve landfill space.

Request for Proposals: A request for proposals was issued on February 18, 2026, and posted on the Dakota County website. Two proposals were received by the March 13, 2026, deadline. The proposals were reviewed by staff for completeness; plan to meet the scope of service requirements; overall company quality service capabilities, demonstrated performance for a similar services and responsiveness; ability to develop and maintain detailed tracking and reporting; and proposed fees for recycling and reuse services.

Proposed Contract Terms: Proposed terms for the Recycling Zone Plus services include:

- Regular RZP staff training on identifying recyclable or reusable mattresses and best management methods for handling mattresses.
- Collection, processing, and marketing of mattresses and the recovered materials.
- Collection and delivery of reusable mattresses to a local nonprofit organization for reuse.
- Providing trailers, waterproof storage containers, and large mattress pallets.
- Providing detailed monthly invoicing and reports detailing trailer weights and recycling and reuse unit counts.

The contract term is from date of execution to June 29, 2028, with a two-year extension option.

RECOMMENDATION
Staff recommends executing a two-year contract with Certified Recycling, LLC from date of execution

to June 29, 2028, with a two-year extension option, for mattress recycling and reuse services at the Recycling Zone Plus.

EXPLANATION OF FISCAL/FTE IMPACTS
The contract with Certified Recycling, LLC is expected to cost $111,000 annually and will be included in the County Manager's recommended 2027 budget for the household hazardous waste program. Service costs are based on the number and type of units received, number of pickups, and reuse container monthly fees. The contract cost will be funded by fees charged for mattresses. Fees will be established in the 2027 fee schedule.

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

RESOLUTION
WHEREAS, by Resolution No. 25-456 (September 23, 2025), the Dakota County Board of Commissioners approved the 2024-2044 Dakota County Solid Waste Management Plan (Plan); and

WHEREAS, as part of the Plan, the Dakota County Board of Commissioners encourages residents and businesses to properly manage hazardous wastes and recyclables; and

WHEREAS, as part of the Plan, the Dakota County Board of Commissioners supports the opportunity and collection of household items including mattresses that are challenging for residents to recycle; and

WHEREAS, as part of the Plan, the Dakota County Board of Commissioners seeks to increase residential reuse opportunities using County collection facilities for household items that are challenging to reuse including mattresses; and

WHEREAS, collected mattresses for recycling and reuse require comprehensive training, storage, transportation, and management services; and

WHEREAS, the Recycling Zone Plus recycling area can accommodate collection services for recycling and reuse of mattresses; and

WHEREAS, Dakota County staff issued a request for proposals on February 18, 2026, seeking a vendor to provide comprehensive mattress recycling and reuse services at the Recycling Zone Plus; and

WHEREAS, two potential vendors submitted proposals which were evaluated by staff; and

WHEREAS, Dakota County requests services for a two-year contract term, with a two-year extension option; and

WHEREAS, Certified Recycling, LLC has a demonstrated excellent service record and submitted a complete and comprehensive proposal for mattress recycling and reuse services; and

WHEREAS, the $111,000 annual contract cost is included in the household hazardous waste annual budget; and

WHEREAS, mattresses will be collected for a fee from residents for recycling and reuse to offset the annual contract cost; and

WHEREAS, staff recommends execution of a contract with Certified Recycling, LLC for mattress recycling and reuse services at the Recycling Zone Plus.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Environmental Resources Director to execute a contract with Certified Recycling, LLC for a term from date of execution to June 29, 2028, with a two-year extension option, and not to exceed contract amount of $444,000, subject to approval by the County Attorney's Office as to form and subject to approval by the County's Risk and Homeland Security Manager.

PREVIOUS BOARD ACTION
25-456; 9/23/25

ATTACHMENTS
None.

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

CONTACT
Department Head: Nikki Stewart
Author: Dave Magnuson

Board of Commissioners

Request for Board Action

Item Number: DC-5726 **Agenda #:** 9.10 **Meeting Date:** 6/23/2026

DEPARTMENT: Environmental Resources

FILE TYPE: Consent Action

TITLE
Authorization To Implement 2026-2027 Pilot Grant Program For Farmers Market Food Rescue

PURPOSE/ACTION REQUESTED
Authorize the implementation of a 2026-2027 Pilot Grant Program for a Farmers Market Food Rescue to recover unsold edible produce from farmers markets for distribution to Dakota County food shelves.

SUMMARY
In Minnesota, metropolitan counties are responsible for waste management policy and programs to achieve state goals for waste management (Minn. Stat. § 115A.551) and support the State Waste Management Hierarchy, with waste prevention being the most preferred waste management method (Minn. Stat. § 115A.551) because it has the greatest environmental benefit for managing waste. Food waste prevention has the greatest benefit for managing organics. The Environmental Protection Agency's Waste Reduction Model calculates that preventing one ton of food waste results in 20 times fewer greenhouse gas equivalents than composting one ton of food waste.

By Resolution No. 25-456 (September 23, 2025), the County Board adopted the 2024-2044 Dakota County Solid Waste Management Plan (Solid Waste Management Plan). The County's plan incorporates the Minnesota Pollution Control Agency (MPCA)-mandated enhanced focus on waste prevention, including food waste prevention. Staff proposes developing and piloting a Farmers Market Food Rescue Grant Program (Grant Program) to support implementation of Solid Waste Management Plan strategy 11a: "Provide support (e.g., funding, technical assistance) to organizations (e.g., food shelves, restaurants, grocery stores, schools) to improve the safe storage and transportation of surplus edible food." Seasonal farmers markets operate in Dakota County where vendors provide direct sale of produce to residents. Many vendors participate in multiple markets during the week to sell as much of their produce as possible. Some fresh produce will spoil before it is able to be sold at the next available market.

Staff proposes to pilot a 2026-2027 Grant Program for Farmers Market Food Rescue (Grant Program) to provide funding to organizations to support the recovery, collection, and transportation of produce that would go bad or spoil before it can be sold at the next farmers market and would otherwise be disposed of. Rescued edible produce will be redistributed to Dakota County food shelves, as defined in Minnesota Statutes. Program components are included in Attachment: Grant Program Summary and include an annual application period, guidelines with eligibility criteria for participants and expenses, an application and selection process, a reimbursement process, and performance reporting. Applicants will be eligible to request $10,000 -$85,000 annually for eligible

activities during the farmers market season. The program will be administered through a contract between the County and the selected applicant(s). The program aligns with other Department grant programs to implement the Solid Waste Management Plan and other Metropolitan county food rescue funding programs.

Dakota County receives Select Committee on Recycling and the Environment (SCORE) grant funds from the State of Minnesota to implement landfill abatement programs. The County is required to expend at least 50 percent of SCORE funds that exceed the State's fiscal year 2014 allocation on organics programming ($286,876 in 2025) (Minn. Stat. § 115A.557). Dedicated organics programming SCORE grant funds can be used to implement food waste prevention programs, including the proposed Grant Program. A recommendation for funding after 2027 will be made based on demonstrated ability of grant projects to help achieve Solid Waste Management Plan food waste prevention objectives.

RECOMMENDATION
Staff recommends approving the pilot Grant Program for the period of July 1, 2026, through December 1, 2027, with program funding not to exceed $85,000 per calendar year.

EXPLANATION OF FISCAL/FTE IMPACTS
The 2026 Environmental Resources Department Operating Budget includes $85,000 to implement the proposed Grant Program, which is funded through dedicated organics programming State SCORE grant funds. Environmental Legacy Funds are used to meet the required 25 percent County match for State SCORE grant funds. It is anticipated the funds will continue to be included in the County Manager's Recommended Budget for 2027.

Program 28400134 Organics

Fund	Department	Funding Source	Total Approved Budget	Available Budget
Environmental Legacy Fund	Environmental Resources	State SCORE Funding (Dedicated Organics Programming Funding)	$283,000	$85,000

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

RESOLUTION
WHEREAS, in Minnesota, metropolitan counties are responsible for waste management policy and programs to achieve state goals for waste management and that support the State Waste Management Hierarchy, with waste prevention being the most preferred waste management method (Minn. Stat. § 115A.551); and

WHEREAS, by Resolution No. 25-456 (September 23, 2025), the County Board adopted the 2024-2044 Solid Waste Management Plan (Solid Waste Management Plan) which incorporates Minnesota Pollution Control Agency-mandated enhanced focus on waste prevention, including food waste prevention; and

WHEREAS, Dakota County is responsible to implement the Solid Waste Management Plan strategy

11a to “Provide support (e.g., funding, technical assistance) to organizations (e.g., food shelves, restaurants, grocery stores, schools) to improve the safe storage and transportation of surplus edible food,”; and

WHEREAS, seasonal farmers markets operate in Dakota County where vendors provide direct sale of produce to residents, and some produce spoils before it is able to be sold at the next available market; and

WHEREAS, staff proposes to pilot a 2026-2027 Grant Program for Farmers Market Food Rescue (Grant Program) to implement food waste prevention at farmers markets to support the recovery, collection, and transportation of unsold produce that would otherwise be disposed of with rescued edible produce to be redistributed to Dakota County food shelves; and

WHEREAS, the proposed Grant Program components include guidelines, an application and selection process, a reimbursement process, and performance reporting; and

WHEREAS, organizations will be able to request $10,000-$85,000 annually for eligible Grant Program activities implemented during the annual farmers market season; and

WHEREAS, Dakota County receives Select Committee on Recycling and the Environment (SCORE) funds from the State of Minnesota to implement landfill abatement programs and is required to expend at least 50 percent of SCORE funds that exceed the State’s fiscal year 2014 funding allocation on organics programming (Minn. Stat. § 115A.557); and

WHEREAS, dedicated organics programming SCORE funds can be used to implement a grant program to prevent food from being wasted at farmers market; and

WHEREAS, the County’s obligation for eligible Grant Program participants shall not exceed $85,000 per calendar year.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners herby authorizes a 2026-2027 Pilot Grant Program for Farmers Market Food Rescue (Grant Program), in an amount not to exceed $85,000 annually through December 31, 2027, as presented at the June 23, 2026, County Board meeting; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Environmental Resources Director to execute grant agreements with selected applicants, subject to approval by the County Attorney’s Office as to form.

PREVIOUS BOARD ACTION
25-456; 9/23/25

ATTACHMENTS
Attachment: Grant Program Summary

BOARD GOALS
☐ Thriving People ☒ A Healthy Environment with Quality Natural Resources

☐ A Successful Place for Business and Jobs ☐ Excellence in Public Service

CONTACT
Department Head: Nikki Stewart
Author: Renee Burman

Proposed Dakota County

2026-2027 Pilot Grant Program for Farmers Market Food Rescue Summary

PURPOSE:

In Minnesota, metropolitan counties are responsible for waste management policy and programs to achieve state goals for waste management and that support the State Waste Management Hierarchy, with waste prevention being the most preferred waste management method (Minn. Stat. § 115A.551) because it has the greatest environment benefit. By Resolution 25-456 (September 23, 2025), the County Board adopted the 2024–2044 Solid Waste Management Plan (Solid Waste Management Plan). The county's plan incorporates the state-mandated enhanced focus on waste prevention, including food waste prevention.

The proposed 2026-2027 Pilot Grant Program for Farmers Market Food Rescue (Grant Program) supports implementation of the Solid Waste Management Plan strategy 11a to "Provide support to organizations to improve the safe storage and transportation of surplus edible food". The Grant Program will support the recovery, collection, and transportation of produce that would go bad or spoil before it can be sold at the next farmers market and would otherwise be disposed. Rescued edible produce will be redistributed to Dakota County food shelves, as defined in Minnesota Statutes.

The Environmental Resources Department (Department) will develop the proposed pilot Grant Program as summarized:

ELIGIBLE RECIPIENTS:

Organizations that operate weekly farmers markets in municipalities in Dakota County.

GRANTEE OBLIGATIONS:

1. Apply for funding on a County-approved form that proposes food rescue activities at weekly farmers market locations with the greatest waste diversion potential.
2. Fulfill all responsibilities identified in the Grant Program Guidelines.
3. Report time, expense, and performance pursuant to Grant Program Guidelines using County report forms.

GUIDELINES AND APPLICATION:

The Department will develop Grant Program Guidelines, grant application form, and establish an annual grant cycle including an application deadline. Applicants can request $10,000 –$85,000 in 2026 and 2027. Applicants must submit proposed activities on the County prescribed Application form and must be submitted by the organization to the Department Liaison.

GRANTEE SELECTION:

A Department evaluation team will select the project(s) that best meets the funding criteria, including, but limited to, the greatest potential to divert food that would have otherwise been disposed and redistribute it to Dakota County food shelves. Selected projects will be administered through a contract between the County and the organization(s).

GRANT ACTIVITIES:

Grant Program funds will provide funding support to implement food waste prevention activities at farmers markets including to educate and train farmers market vendors on food waste prevention opportunities, collect edible produce that would have otherwise been landfilled or disposed, track and store collected food, provide vendor

compensation at a seconds-rate for produce that would have been disposed, and redistribute produce to Dakota County food shelves.

ELIGIBLE ACTIVITIES:

Eligible expenses generally include: staff time to implement activities directly related to planning, implementing and promoting Grant Program activities conducted during farmers market season (July - October), including support for outreach and training to farmers market vendors on waste prevention and program participation opportunities; mileage to collect produce that would have otherwise been wasted and deliver it to Dakota County food shelves; temporary storage of produce as needed to ensure acceptance by the food shelf; development and documentation of partnerships with Dakota County food shelves that will receive collected produce and redistribute it to County residents; vendor stipends at a seconds-rate that is less than what a vendor could sell the produce at (i.e., no more than $1 per pound for excess produce); collection of produce on predetermined pick-up dates from vendors that complete the verification form stating surplus produce would otherwise be disposed; tracking and reporting the amount of produce collected and donated; submitting invoices for reimbursement; other administrative activities relevant to the program.

INELIGIBLE ACTIVITIES:

Ineligible expenses generally include activities and staffing not related to the Grant Program such as: produce that is not certified as excess and could have been sold at an upcoming farmers market, activities that are non-waste abatement; grantee-generated waste.

FUND DISPERSAL:

Funds will be dispersed on a reimbursement basis for eligible food prevention and recovery activities during each farmers market season in accordance with Grant Program Guidelines. Documentation supporting all amounts to be reimbursed, including but not limited to invoices, proof of payments, proof of delivery to and acceptance from the food shelf must be submitted at least monthly to be eligible for reimbursement. Supporting documentation must show proof of expenses being incurred and paid for eligible activities Supporting documentation must not include ineligible expenses. Supporting documentation requesting reimbursement should be submitted to the Department Liaison via email.

REPORTING:

Each year, grantee(s) shall submit monthly reports and a final report to the Department Liaison that includes data related to recovered and distributed to local food shelves. Monthly reports include pounds of food collected, pounds of food redistributed by location, data on miles traveled and workers' labor hours, any applicable program costs. If donated produce cannot be delivered to a Dakota County food shelf, the grantee will detail the barriers and challenges to keeping food in the County in the interim and final reports. Final report data must total food collected and redistributed for the grant period and recommendations to address collection or donation improvements.

AVAILABLE FUNDING:
The Environmental Resources Department Operating Budget includes funds to provide the Grant Program, which is funded through dedicated organics programming State Select Committee on Recycling and the Environment (SCORE) grant funds. Environmental Legacy Funds are used to meet the required 25 percent county match for State SCORE grant funds. In 2026 and 2027, $85,000 will be made available. A recommendation for funding after 2027 will be made based on demonstrated ability of projects to help achieve county food waste prevention objectives.

Board of Commissioners

Request for Board Action

Item Number: DC-5702 **Agenda #:** 9.11 **Meeting Date:** 6/23/2026

DEPARTMENT: Physical Development Administration

FILE TYPE: Consent Action

TITLE
Authorization To Accept Fee Title To Big Rivers Regional Trailhead Property In Mendota Heights From Minnesota Department Of Transportation

PURPOSE/ACTION REQUESTED
Authorize the acceptance of fee title to the Big Rivers Regional Trailhead in Mendota Heights from the Minnesota Department of Transportation (MnDOT).

SUMMARY
In 2021, MnDOT and Dakota County (County) executed a Construction Cooperative Agreement (CCA) regarding the improvements at Big River Regional Trailhead in Mendota Heights. The project included the construction of a restroom facility, increased access for picnicking, an integrated information center providing details on the site, additional parking, interpretation, and natural resources restoration. The property that these improvements have been located on is owned by MnDOT, but per the CCA, MnDOT is to convey the underlying fee title to the property to the County.

There were some environmental concerns recognized during the project that included potential contaminated lands. In order to avoid taking on the liability of owning such property, the conveyance boundary has shifted to leave out the contaminated area to the south of the trailhead while still including all improvements made at the site. MnDOT will continue to hold title to the contaminated area.

The property transfer was delayed due to it requiring legislative reapportionment of the boundary of Fort Snelling State Park before the State was allowed to convey the property. Now that they have the proper authority to transfer the property to the County, staff can complete the components of the CCA and finish the project.

RECOMMENDATION
Staff recommends authorizing the acceptance of the property in fee title from MnDOT.

EXPLANATION OF FISCAL/FTE IMPACTS
None. This is a no-cost property transfer.

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

RESOLUTION

WHEREAS, the Mendota Trailhead site (Property) is the primary access point to the Big Rivers Regional Trail segment of the Minnesota River Greenway located at 1498 Mendota Heights Road in Mendota Heights; and

WHEREAS, the Property and its improvements occur on property owned by the Minnesota Department of Transportation (MnDOT), and negotiations with MnDOT have been ongoing since 2018 to transfer ownership of the Property to the County; and

WHEREAS, these negotiations include a legislative reapportionment of the boundary of Fort Snelling State Park, which has now been completed; and

WHEREAS, MnDOT wishes to convey to the County the underlying fee title to the Property legally described as:

That part of Tracts A and B described below:

Tract A. That part of Government Lot 4, Section 33, Township 28 North, Range 23 West, Dakota County, Minnesota, which lies northeasterly of the northeasterly right of way line of the Chicago, Saint Paul, Minneapolis and Omaha Railway Company as the same is now located and established over and across said Government Lot 4 and westerly and northwesterly of a line run parallel with and distant 200 feet easterly and southeasterly of the following described line: From a point on the east and west quarter line of said Section 33, distant 1435.6 feet westerly east quarter corner thereof; thence northwesterly at an angle of 78 degrees 34 minutes with said east and west quarter line for a distance of 259.1 feet to the point of beginning of the line to be described; thence southeasterly along the last described course for a distance of 100 feet; thence deflect to the right on a 04 degree 30 minute curve, delta angle 59 degrees 30 minutes for a distance of 1322.2 feet and there terminating;

Tract B. That part of Government Lot 4, Section 33, Township 28 North, Range 23 West, Dakota County, Minnesota, which lies northeasterly of the northeasterly right of way line of the Chicago, Saint Paul, Minneapolis and Omaha Railway Company as now located and established over and across said Government lot 4, which lies northwesterly of the northwesterly right of way line of the public road running northeasterly and southwesterly across said tract and southeasterly of a line run parallel with and distant 200 feet northwesterly the following described line: From a point on the east and west quarter line of said Section 33, distant 1435.6 feet westerly of the east quarter corner thereof; thence northwesterly at an angle of 78 degrees 34 minutes with said east and west quarter line for a distance of 259.1 feet to the point of beginning of the line to be described; thence southeasterly along the last described course for a distance of 100 feet; thence deflect to the right on a 04 degree 30 minute curve, delta angle 59 degrees 30 minutes for a distance of 1322.2 feet; thence on tangent to said curve for a distance of 335.8 feet and there terminating; which lies within the following described line: Commencing at the southeast corner of said Government Lot 4; thence North 89 degrees 55 minutes 42 seconds West (assumed bearing) along the south line of said Government Lot 4 for 312.44 feet to Right of Way Boundary Corner B205 as shown on Minnesota Department of Transportation Right of Way Play No. 19-93 according to the plat thereof on file and of record in the office of the County Recorder in and for said County and the point of beginning of the line to be described; thence continue along the last described course for 318.00 feet; thence northerly for 387.97 feet on a nontangential curve, concave to

the west, having a radius of 2963.54 feet, a delta angle of 07 degrees 30 minutes 03 seconds and a chord bearing of North 00 degrees 42 minutes 41 seconds East; thence North 03 degrees 02 minutes 21 seconds West for 619.45 feet; thence North 89 degrees 35 minutes 27 seconds East for 417.92 feet; thence North 18 degrees 18 minutes 58 seconds East for 317.52 feet to the north line of said Government Lot 4; thence South 89 degrees 56 minutes 18 seconds East for 64.52 feet to the westerly right of way line of Old Trunk Highway No. 13 (also known as Sibley Memorial Highway); thence South 01 degree 30 minutes 25 seconds West along said highway right of way line for 8.15 feet; thence southerly along said highway right of way line a distance of 162.69 feet along a tangential curve, concave to the west, having a radius of 2633.13 feet and a delta angle of 03 degrees 32 minutes 24 seconds; thence South 05 degrees 02 minutes 49 seconds West along said highway right of way line for 9.49 feet; thence southerly along said highway right of way line a distance of 125.08 feet along a tangential curve concave to the west having a radius of 1479.16 feet and a delta angle of 04 degrees 50 minutes 42 seconds; thence South 09 degrees 53 minutes 31 seconds West along said highway right of way line for 279.55 feet; thence South 10 degrees 45 minutes 46 seconds West along said highway right of way line for 253.72 feet to the boundary of said Plat No. 19-93; thence westerly along the boundary of said plat to Right of Way Boundary Corner B4 as shown on said plat; thence southwesterly along the westerly boundary of said plat to the point of beginning; containing 10.78 acres, more or less.

; and

WHEREAS, staff recommends authorizing the acceptance of fee title to the Property.

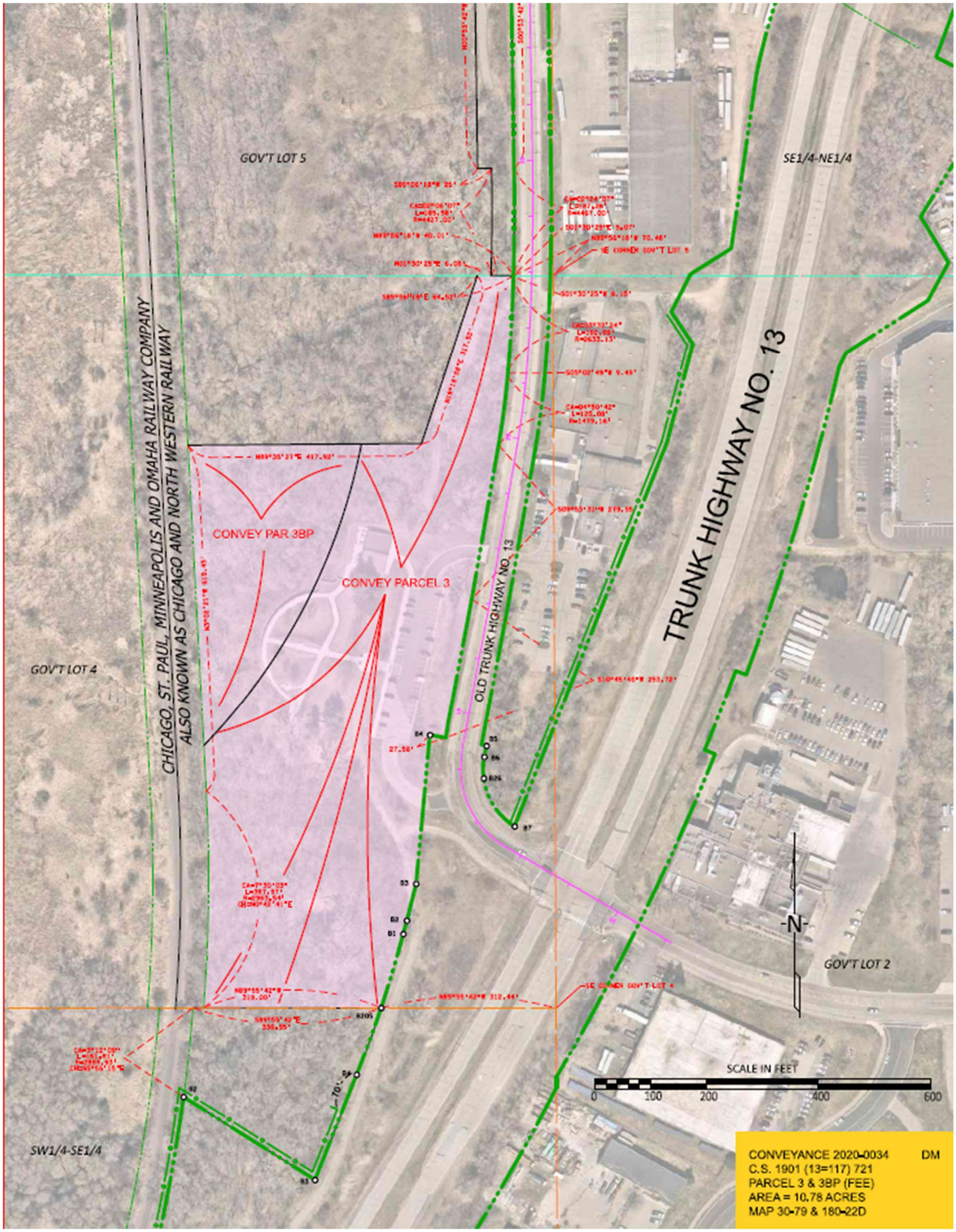
NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the acceptance of fee title to the Mendota Trailhead site for the Big Rivers Regional Trail Mendota Trailhead project from Minnesota the Department of Transportation.

PREVIOUS BOARD ACTION
21-213; 4/20/21

ATTACHMENTS
Attachment: Property Map
Attachment: Legal Description
Attachment: Construction Cooperative Agreement

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

CONTACT
Department Head: Erin Stwora
Author: Eddie Buell


GOV'T LOT 5
SE1/4-NE1/4
CHICAGO, ST. PAUL, MINNEAPOLIS AND OMAHA RAILWAY COMPANY
ALSO KNOWN AS CHICAGO AND NORTH WESTERN RAILWAY
TRUNK HIGHWAY NO. 13
OLD TRUNK HIGHWAY NO. 13
CONVEY PAR 3BP
CONVEY PARCEL 3
GOV'T LOT 4
GOV'T LOT 2
SW1/4-SE1/4
N
SCALE IN FEET
0
100
200
400
600
CONVEYANCE 2020-0034 DM
C.S. 1901 (13=117) 721
PARCEL 3 & 3BP (FEE)
AREA = 10.78 ACRES
MAP 30-79 & 180-22D

September 25, 2025
2020-0034-1901

DESCRIPTION FOR CONVEYANCE

Parcels 3 and 3BP C.S. 1901 (13=117-21)

That part of Tracts A and B described below:

Tract A. That part of Government Lot 4, Section 33, Township 28 North, Range 23 West, Dakota County, Minnesota, which lies northeasterly of the northeasterly right of way line of the Chicago, Saint Paul, Minneapolis and Omaha Railway Company as the same is now located and established over and across said Government Lot 4 and westerly and northwesterly of a line run parallel with and distant 200 feet easterly and southeasterly of the following described line: From a point on the east and west quarter line of said Section 33, distant 1435.6 feet westerly east quarter corner thereof; thence northwesterly at an angle of 78 degrees 34 minutes with said east and west quarter line for a distance of 259.1 feet to the point of beginning of the line to be described; thence southeasterly along the last described course for a distance of 100 feet; thence deflect to the right on a 04 degree 30 minute curve, delta angle 59 degrees 30 minutes for a distance of 1322.2 feet and there terminating;

Tract B. That part of Government Lot 4, Section 33, Township 28 North, Range 23 West, Dakota County, Minnesota, which lies northeasterly of the northeasterly right of way line of the Chicago, Saint Paul, Minneapolis and Omaha Railway Company as now located and established over and across said Government lot 4, which lies northwesterly of the northwesterly right of way line of the public road running northeasterly and southwesterly across said tract and southeasterly of a line run parallel with and distant 200 feet northwesterly the following described line: From a point on the east and west quarter line of said Section 33, distant 1435.6 feet westerly of the east quarter corner thereof; thence northwesterly at an angle of 78 degrees 34 minutes with said east and west quarter line for a distance of 259.1 feet to the point of beginning of the line to be described; thence southeasterly along the last described course for a distance of 100 feet; thence deflect to the right on a 04 degree 30 minute curve, delta angle 59 degrees 30 minutes for a distance of 1322.2 feet; thence on tangent to said curve for a distance of 335.8 feet and there terminating;

which lies within the following described line: Commencing at the southeast corner of said Government Lot 4; thence North 89 degrees 55 minutes 42 seconds West

(assumed bearing) along the south line of said Government Lot 4 for 312.44 feet to Right of Way Boundary Corner B205 as shown on Minnesota Department of Transportation Right of Way Play No. 19-93 according to the plat thereof on file and of record in the office of the County Recorder in and for said County and the point of beginning of the line to be described; thence continue along the last described course for 318.00 feet; thence northerly for 387.97 feet on a nontangential curve, concave to the west, having a radius of 2963.54 feet, a delta angle of 07 degrees 30 minutes 03 seconds and a chord bearing of North 00 degrees 42 minutes 41 seconds East; thence North 03 degrees 02 minutes 21 seconds West for 619.45 feet; thence North 89 degrees 35 minutes 27 seconds East for 417.92 feet; thence North 18 degrees 18 minutes 58 seconds East for 317.52 feet to the north line of said Government Lot 4; thence South 89 degrees 56 minutes 18 seconds East for 64.52 feet to the westerly right of way line of Old Trunk Highway No. 13 (also known as Sibley Memorial Highway); thence South 01 degree 30 minutes 25 seconds West along said highway right of way line for 8.15 feet; thence southerly along said highway right of way line a distance of 162.69 feet along a tangential curve, concave to the west, having a radius of 2633.13 feet and a delta angle of 03 degrees 32 minutes 24 seconds; thence South 05 degrees 02 minutes 49 seconds West along said highway right of way line for 9.49 feet; thence southerly along said highway right of way line a distance of 125.08 feet along a tangential curve concave to the west having a radius of 1479.16 feet and a delta angle of 04 degrees 50 minutes 42 seconds; thence South 09 degrees 53 minutes 31 seconds West along said highway right of way line for 279.55 feet; thence South 10 degrees 45 minutes 46 seconds West along said highway right of way line for 253.72 feet to the boundary of said Plat No. 19-93; thence westerly along the boundary of said plat to Right of Way Boundary Corner B4 as shown on said plat; thence southwesterly along the westerly boundary of said plat to the point of beginning;

containing 10.78 acres, more or less.

MnDOT Contract No.: **1046304**
Dakota County Contract No.: C0033998

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
And
DAKOTA COUNTY
COOPERATIVE CONSTRUCTION
AGREEMENT

State Project Number (S.P.): **1901-197**
Trunk Highway Number (T.H.): **13=117**
County Project Number: **DCP2001**

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and Dakota County acting through its Board of Commissioners ("County").

Recitals

1. The County will perform Big Rivers Regional Trail trailhead improvement construction, and other associated construction upon, along, and adjacent to Trunk Highway No. 13 at Mendota Heights Road according to County-prepared plans, specifications, and special provisions designated by the County as County Project No. DCP2001 and by the State as State Project No. 1901-197 (T.H. 13=117) ("Project"); and
2. The County requests the State allow the construction of trailhead improvements and the State is willing to allow said construction; and
3. Minnesota Statutes § 161.20, subdivision 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining, and improving the trunk highway system.

Agreement

1. Term of Agreement; Survival of Terms; Plans; Incorporation of Exhibits

1.1. ***Effective Date.*** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.

1.2. ***Expiration Date.*** This Agreement will expire when all obligations have been satisfactorily fulfilled.

1.3. ***Survival of Terms.*** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 2.4. State Ownership of Improvements; 5. Maintenance by the County; 8. Liability; Worker Compensation Claims; Insurance; 11. State Audits; 12. Government Data Practices; 13. Governing Law; Jurisdiction; Venue; and 15. Force Majeure.

1.4. ***Plans, Specifications, and Special Provisions.*** State-approved County plans, specifications, and special provisions designated by the County as County Project No. DCP2001 and by the State as State Project No. 1901-197 (T.H. 13=117) are on file in the office of the County's Physical Development Division Director and incorporated into this Agreement by reference ("Project Plans").

2. Right-of-Way Use

2.1. ***Limited Right to Occupy.*** The State grants to the County (and its contractors and consultants) the right to occupy Trunk Highway Right-of-Way as necessary to perform the work described in the Project Plans. This right is limited to the purpose of constructing the project, and administering such construction, and may be revoked by the State at any time, with or without cause. Cause for revoking this right of occupancy includes, but is not limited to, breaching the terms of this or any other agreement (relevant to this project) with the State, failing to provide adequate traffic control or other safety measures, failing to perform the construction properly and in a timely manner, and failing to observe applicable environmental laws or terms of applicable permits. The State will have no liability to the County (or its contractors or consultants) for revoking this right of occupancy.

2.2. ***State Access; Suspension of Work; Remedial Measures.*** The State's District Engineer or assigned representative retains the right to enter and inspect the Trunk Highway Right-of-Way (including the construction being performed on such right-of-way) at any time and without notice to the County or its contractor. If the State determines (in its sole discretion) that the construction is not being performed in a proper or timely manner, or that environmental laws (or the terms of permits) are not being complied with, or that traffic control or other necessary safety measures are not being properly implemented, then the State may direct the County (and its contractor) to take such remedial measures as the State deems necessary. The State may require the County (and its contractors and consultants) to suspend their operations until suitable remedial action plans are approved and implemented. The State will have no liability to the County (or its contractors or consultants) for exercising its rights under this provision.

2.3. ***Traffic Control; Worker Safety.*** While the County (and its contractors and consultants) are occupying the State's Trunk Highway Right-of-Way, they must comply with the approved traffic control plan, and with applicable provisions of the Work Zone Field Handbook (*http://www.dot.state.mn.us/trafficeng/workzone/index.html*). All County, contractor, and consultant personnel occupying the State's Trunk Highway Right-of-Way must be provided with required reflective clothing and hats.

2.4. ***State Ownership of Improvements.*** The State will retain ownership of its Trunk Highway Right-of-Way, including any improvements made to such right-of-way under this Agreement, unless otherwise noted. The warranties and guarantees made by the County's contractor with respect to such improvements (if any) will flow to the State. The County will assist the State, as necessary, to enforce such warranties and guarantees, and to obtain recovery from the County's consultants, and contractor (including its sureties) for non-performance of contract work, for design errors and omissions, and for defects in materials and workmanship. Upon request of the State, the County will undertake such actions as are reasonably necessary to transfer or assign contract rights to the State and to permit subrogation by the State with respect to claims against the County's consultants and contractors.

3. Contract Award and Construction

3.1. ***Direction, Supervision, and Inspection of Construction.***

A. The contract construction will be under the direction of the County and under the supervision of a registered professional engineer. The County will give the State's District Engineer at Roseville five days notice of its intention to start the contract construction.

B. Responsibility for the control of materials for the contract construction will be on the County and its contractor and will be carried out according to Specifications No. 1601 through and including No. 1609 in the State's current "Standard Specifications for Construction".

3.2. ***Completion of Construction.*** The County will cause the contract construction to be started and completed according to the time schedule in the construction contract special provisions. The completion date for the contract construction may be extended, by an exchange of letters between the appropriate County official and the State District Engineer's authorized representative, for unavoidable delays encountered in the performance of the contract construction.

3.3. ***Compliance with Laws, Ordinances, and Regulations.*** The County will comply and cause its contractor to comply with all Federal, State, and Local laws, and all applicable ordinances and regulations. With respect only to that portion of work performed on the State's Trunk Highway Right-of-Way, the County will not require the contractor to follow local ordinances or to obtain local permits.

4. Right-of-Way; Easements; Permits

4.1. The County will, without cost or expense to the State, obtain all rights-of-way, easements, construction permits, and any other permits and sanctions that may be required in connection with the local and trunk highway portions of the contract construction.

4.2. Upon the request of the State, the County will convey to the State by quit claim deed, all newly acquired rights needed for the continuing operation and maintenance of the Trunk Highway, if any, upon completion of the Project, at no cost or expense to the State.

4.3. The County will comply with Minnesota Statutes § 216D.04, subdivision 1(a), for identification, notification, design meetings, and depiction of utilities affected by the contract construction.

4.4. The County will submit or the County will require the City of Mendota Heights to submit to the State's Utility Engineer an original permit application for all utilities owned by the County or the City of Mendota Heights to be constructed upon and within the Trunk Highway Right-of-Way. Applications for permits will be made on State form "Application for Utility Permit on Trunk Highway Right-of-Way" (Form 2525).

4.5. The County will submit or the County will require the City of Mendota Heights to submit to the Minnesota Pollution Control Agency the plans and specifications for the construction or reconstruction of its sanitary sewer facilities to be performed under the construction contract and obtain, under Minnesota Statutes § 115.07 or Minnesota Rules 7001.1030, subpart 2C, either a permit or written waiver from that agency for that construction or reconstruction. The County is advised that under Minnesota Rules 7001.1040, a written application for the permit or waiver must be submitted to the Minnesota Pollution Control Agency at least 180 days before the planned date of the sanitary sewer facility construction or reconstruction.

5. Maintenance by the County

Upon completion of the project, the County will provide the following without cost or expense to the State:

5.1. ***Permanent Structures and Related Facilities.*** The County will own and maintain any permanent structures and other related facilities constructed under this Project.

5.2. ***Roadway and Parking Facilities.*** Maintenance and ownership of the park roadway and parking facilities. Maintenance includes, but is not limited to, snow, ice, and debris removal, resurfacing, seal coating, striping, and any other maintenance activities according to accepted County maintenance practices.

5.3. ***Municipal Utilities.*** Maintenance of any municipal-owned utilities construction, without cost or expense to the State.

5.4. ***Storm Sewers.*** Maintenance and ownership of any storm sewer facilities construction, including the infiltration basin and rain gardens. Routine maintenance includes, but is not limited to, removal of

sediment, debris, vegetation and ice from grates and catch basins, and any other maintenance activities necessary to preserve the facilities and to prevent conditions such as flooding, erosion, or sedimentation. Non-routine maintenance includes removal of sediment from pipes, replacement, reconstruction, rehabilitation, or improvement of portions of storm water drainage infrastructure.

5.5. ***Sidewalks.*** Maintenance and ownership of any sidewalk construction, including stamped and colored concrete sidewalk (if any) and pedestrian ramps. Maintenance includes, but is not limited to, snow, ice, and debris removal, patching, crack repair, panel replacement, cross street pedestrian crosswalk markings, vegetation control of boulevards (if any), and any other maintenance activities necessary to perpetuate the sidewalks in a safe, useable, and aesthetically acceptable condition.

5.6. ***Trail.*** Maintenance and ownership of any trail construction. Maintenance includes, but is not limited to, snow and ice control/removal, sweeping and debris removal, patching, crack repair, pavement replacement, vegetation control, signing, pavement markings, and any other maintenance activities necessary to perpetuate the trail in a safe and usable condition.

5.7. ***Lighting.*** Maintenance and ownership of any lighting facilities construction. Maintenance of electrical lighting systems includes everything within the system, from the point of attachment to the power source or utility, to the last light on the feed point, including but not limited to re-lamping of lighting units or replacing of LED luminaires, repair or replacement of all damaged luminaire glassware, loose connections, luminaires when damaged or when ballasts fail, photoelectric control on luminaires, defective starter boards or drivers, damaged fuse holders, blown fuses, knocked down poles including wiring within the poles, damaged poles, pullboxes, underground wire, damaged foundations, equipment pad, installation of approved splices or replacement of wires, repair or extending of conduit, lighting cabinet maintenance including photoelectric cell, electrical distribution system, Gopher State One Call (GSOC) locates, and painting of poles and other equipment. The County will be responsible for the hook up cost and application to secure an adequate power supply to the service pad or pole and will pay all monthly electrical service expenses necessary to operate the lighting facility.

5.8. ***Additional Drainage.*** No party to this Agreement will drain any additional drainage volume into the storm sewer facilities constructed under the construction contract that was not included in the drainage for which the storm sewer facilities were designed, without first obtaining written permission to do so from the other party.

5.9. ***Future Responsibilities.*** Upon completion of the trailhead improvement construction, the County will accept full and total responsibility and all obligations and liabilities arising out of or by reason of the use, operation, maintenance, repair, and reconstruction of the park improvements and all of the facilities constructed as part of this Agreement, without cost or expense to the State.

5.10. ***Release and Conveyance.*** Upon completion of the trailhead improvement construction and the modification of the park boundaries by the State Legislature, the State intends to convey the property to the County. If the park boundary is not modified by the State Legislature, during the 2021 Legislative Session, the State will convey to the County all right, titles, and interest of the State in the park. If the conveyance is not approved or accepted by the County, the State will require certain facilities to be removed from the State's Right-of-Way. If the conveyance is not complete by May 1, 2022, then the County will enter a Limited Use Permit with the State for the amenities covered by this agreement, not to include any permanent structures which must be removed from the State's Right-of-Way.

6. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

6.1. The State's Authorized Representative will be:

Name, Title: Malaki Ruranika, Cooperative Agreements Engineer (or successor)
Address: 395 John Ireland Boulevard, St. Paul, MN 55155
Telephone: (651) 366-4634
E-Mail: malaki.ruranika@state.mn.us

6.2. The County's Authorized Representative will be:

Name, Title: Steve Mielke, Physical Development Division Director (or successor)
Address: 14955 Galaxie Avenue, Apple Valley, MN 55124
Telephone: (952) 891-7007
E-Mail: steven.mielke@co.dakota.mn.us

7. Assignment; Amendments; Waiver; Contract Complete

7.1. ***Assignment.*** No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

7.2. ***Amendments.*** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

7.3. ***Waiver.*** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

7.4. ***Contract Complete.*** This Agreement contains all prior negotiations and agreements between the State and the County. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability; Worker Compensation Claims; Insurance

8.1. Each party is responsible for its own acts, omissions, and the results thereof to the extent authorized by law and will not be responsible for the acts, omissions of others, and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of the County. Notwithstanding the foregoing, the County will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys fees), and expenses arising in connection with the project and continued maintenance obligations covered by this Agreement, regardless of whether such claims are asserted by the County's contractor(s) or consultant(s) or by a third party because of an act or omission by the County or its contractor(s) or consultant(s).

8.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

8.3. The County may require its contractor to carry insurance to cover claims for damages asserted against the County's contractor.

9. Nondiscrimination

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

10. Title VI/Non-discrimination Assurances

The County agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. The County will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. The State may conduct a review of the County's compliance with this provision. The County must cooperate with the State throughout the review process by supplying all requested information and documentation to the State, making County staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by the State.

11. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the County's books, records, documents, accounting procedures, and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

12. Government Data Practices

The County and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the County under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the County or the State.

13. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination; Suspension

14.1. ***By Mutual Agreement.*** This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

14.2. ***Termination for Insufficient Funding.*** The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment or the provision of the services covered here. Termination must be by written or fax notice to the County. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

14.3. ***Suspension.*** In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, performance, and payments authorized through this Agreement.

DocuSign Envelope ID: B638CF7E-2505-4902-84FC-C3678712D042

15. Force Majeure

No party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

[The remainder of this page has been intentionally left blank]

MnDOT Contract No.: **1046304**
Dakota County Contract No.: C0033998

DAKOTA COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: DocuSigned by: Mark Krebsbach E23944EECDD6491... (County Engineer)

Approved as to form:

By: /s/ Helen R. Brosnahan 4/28/21 (Assistant County Attorney)
KS-21-188

Approved:

By: DocuSigned by: Steve Mielke 2F374ADAEDF34F4... (Physical Development Director)

Date: 04/29/2021 | 8:22 AM CDT

County Board Resolution

No. 21-213 Date April 20, 2021

DEPARTMENT OF TRANSPORTATION

Recommended for Approval:

By: Michael Barnes Digitally signed by Michael Barnes Date: 2021.05.13 13:04:36 -05'00' (District Engineer)

Date:

Approved: Tom Styrbicki Digitally signed by Tom Styrbicki Date: 2021.05.16 18:15:17 -05'00'

By: (State Design Engineer)

Date:

COMMISIONER OF ADMINISTRATION

By: James Cownie Digitally signed by James Cownie Date: 2021.05.20 10:23:58 -05'00' (With Delegated Authority)

Date:

INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

BOARD OF COUNTY COMMISSIONERS
DAKOTA COUNTY, MINNESOTA

April 20, 2021 — Resolution No. 21-213

Motion by Commissioner Mike Slavik — Second by Commissioner Laurie Halverson

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Authorization To Execute Cooperative Construction Agreement With Minnesota Department Of Transportation For Big Rivers Regional Trail Mendota Trailhead Project

WHEREAS, the Project site is the primary access point to the Big Rivers Regional Trail segment of the Minnesota River Greenway located at 1498 Mendota Heights Road in Mendota Heights; and

WHEREAS, despite its high use, an estimated 158,900 visitors in 2018, the Project site lacks essential features such as drinking water, permanent restrooms, and sufficient parking; and

WHEREAS, to correct these deficiencies, the Project includes a restroom facility, increased access for picnicking, an integrated information center providing details on the site, additional parking, interpretation, and natural resources restoration; and

WHEREAS, the Project schematic design scope and budget were authorized by Resolution No. 20-570 (November 17, 2020); and

WHEREAS, the Project occurs on property owned by the Minnesota Department of Transportation (MnDOT), and negotiations with MnDOT have been ongoing since 2018 to transfer ownership of the property to the County; and

WHEREAS, these negotiations include a legislative reapportionment of the boundary of Fort Snelling State Park, which was anticipated prior to the construction of the project but has since been delayed; and

WHEREAS, to keep the Project on schedule, MnDOT proposed use of a Cooperative Construction Agreement prior to the land transfer; and

WHEREAS, staff recommends authorizing a Cooperative Construction Agreement with MnDOT for the Big Rivers Regional Trail Mendota Trailhead project.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Parks, Facilities, and Fleet Management Director to execute a Cooperative Construction Agreement with the Minnesota Department of Transportation for the Big Rivers Regional Trail Mendota Trailhead project, subject to approval by the County Attorney's Office as to form.

STATE OF MINNESOTA
County of Dakota

	YES		NO
Slavik	X	**Slavik**	
Gaylord	X	**Gaylord**	
Halverson	X	**Halverson**	
Atkins	X	**Atkins**	
Workman	X	**Workman**	
Holberg	X	**Holberg**	
Hamann-Roland	X	**Hamann-Roland**	

I, Jeni Reynolds, Clerk to the Board of the County of Dakota, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Dakota County, Minnesota, at their session held on the 20th day of April 2021, now on file in the County Administration Department, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal of Dakota County this 20th day of April 2021.

Jeni Reynolds

Clerk to the Board

Certificate Of Completion

Envelope Id: 58C80962DD2E427EAED043026B4D23C7 Status: Completed

Subject: Please DocuSign: MNDOT - cao - CONTRACT #C0033998 (SP 1901-197 (T. H. 13=117).docx.pdf, MNDOT -...

Source Envelope:

Document Pages: 10	Signatures: 1	Envelope Originator:
Certificate Pages: 1	Initials: 0	Wanda Rodriguez
AutoNav: Enabled		1590 Highway 55
EnvelopeId Stamping: Enabled		Hastings, MN 55033
Time Zone: (UTC-06:00) Central Time (US & Canada)		Wanda.rodriguez@co.dakota.mn.us
		IP Address: 24.179.145.180

Record Tracking

Status: Original	Holder: Wanda Rodriguez	Location: DocuSign
4/28/2021 2:16:01 PM	Wanda.rodriguez@co.dakota.mn.us	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Dakota County	Location: DocuSign

Signer Events	Signature	Timestamp
Mark Krebsbach mark.krebsbach@co.dakota.mn.us Dakota County Security Level: Email, Account Authentication (None)	DocuSigned by: Mark Krebsbach E23944EECDD6491... Signature Adoption: Pre-selected Style Using IP Address: 75.168.157.73	Sent: 4/28/2021 2:19:06 PM Viewed: 4/28/2021 4:34:21 PM Signed: 4/28/2021 4:35:30 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/28/2021 2:19:06 PM
Certified Delivered	Security Checked	4/28/2021 4:34:21 PM
Signing Complete	Security Checked	4/28/2021 4:35:30 PM
Completed	Security Checked	4/28/2021 4:35:30 PM

Payment Events	Status	Timestamps

Certificate Of Completion

Envelope Id: B638CF7E2505490284FCC3678712D042 Status: Completed

Subject: Please DocuSign: MNDOT REQUEST.pdf, MNDOT - RES NO 21-213 - CONTRACT #C0033998 (SP 1901-197 (T....

Source Envelope:

Document Pages: 11 Signatures: 1 Envelope Originator:

Certificate Pages: 4 Initials: 0 Wanda Rodriguez

AutoNav: Enabled 1590 Highway 55

EnvelopeId Stamping: Enabled Hastings, MN 55033

Time Zone: (UTC-06:00) Central Time (US & Canada) Wanda.rodriguez@co.dakota.mn.us

IP Address: 24.179.145.180

Record Tracking

Status: Original Holder: Wanda Rodriguez Location: DocuSign

4/29/2021 7:01:06 AM Wanda.rodriguez@co.dakota.mn.us

Security Appliance Status: Connected Pool: StateLocal

Storage Appliance Status: Connected Pool: Dakota County Location: DocuSign

Signer Events	Signature	Timestamp
Steve Mielke steve.mielke@co.dakota.mn.us Physical Development Director Security Level: Email, Account Authentication (None)	DocuSigned by: Steve Mielke 2F374ADAEDF34F4... Signature Adoption: Pre-selected Style Using IP Address: 68.117.52.37	Sent: 4/29/2021 7:03:23 AM Viewed: 4/29/2021 8:22:04 AM Signed: 4/29/2021 8:22:22 AM

Electronic Record and Signature Disclosure:
Accepted: 4/15/2020 3:23:41 PM
ID: 75ee0af5-c665-44ac-8fa3-4cf965946b45

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	4/29/2021 8:22:22 AM
Completed	Security Checked	4/29/2021 8:22:22 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

Board of Commissioners

Request for Board Action

Item Number: DC-5717 **Agenda #:** 9.12 **Meeting Date:** 6/23/2026

DEPARTMENT: Parks

FILE TYPE: Consent Action

TITLE
Authorization To Submit Application For 2026 Federal Emergency Management Agency Building Resilient Infrastructure And Communities (BRIC) Program

PURPOSE/ACTION REQUESTED
Authorize submittal of a grant application to the Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities (BRIC) program.

SUMMARY
FEMA is accepting applications for the BRIC program, which funds hazard mitigation projects that reduce future disaster impacts and costs. This funding cycle prioritizes infrastructure projects that provide measurable, near-term risk reduction in communities vulnerable to natural hazards. A total of $1,000,000,000 is available, and applications are due July 2, 2026.

In the event of a tornado or severe weather, campers at Lebanon Hills Regional Park Campground currently lack access to a proper safe room. Existing facilities used for shelter were not designed to withstand high winds or severe weather conditions. Built in 1984, the campground restroom building suffers from foundation issues, a failing ventilation system, and structural deterioration. Additionally, the facility does not meet current accessibility standards or modern building codes. Replacing the existing campground restroom building with a new building that also functions as a storm shelter is needed for the safety of campers and to address maintenance issues.

To address the need for a community safe room at Lebanon Hills and improvements to other park buildings, the 2026-2030 Dakota County Capital Parks Improvement Program includes the renovation and replacement of campground and beach house buildings at Lebanon Hills and Lake Byllesby Regional Parks in 2027. In 2026, Dakota County sought but did not receive $22,000,000 in State Bonding in funding to support this project in Fiscal Year (FY) 2027.

The community saferoom (storm shelter) components of the Lebanon Hills Regional Park campground restroom building are eligible for BRIC funding and consistent with the 2022 Dakota County All-Hazard Mitigation Plan. The proposed community saferoom would be included in a new campground restroom building. The total estimated project cost is $5,000,000, with $2,000,000 in saferoom elements eligible for BRIC funding.

RECOMMENDATION
Staff recommends that Dakota County submit a grant application for the Lebanon Hills Campground Community Saferoom for up to $2,000,000.

EXPLANATION OF FISCAL/FTE IMPACTS

None at this time. If application is successful, Dakota County will provide the required 25 percent match for saferoom elements as well as funding other project elements, which is estimated at $3,000,000 from the FY 2026-2027 Metropolitan Council Regional Parks Bonding or Minnesota State Bonding (pending appropriation of FY 2028 request), subject to future County Board approval and acceptance of grant funding.

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

RESOLUTION

WHEREAS, the Federal Emergency Management Agency is accepting applications for the Building Resilient Infrastructure and Communities (BRIC) grant program; and

WHEREAS, the BRIC program provides federal funding for hazard mitigation projects; and

WHEREAS, the program funds up to 75 percent of community saferoom construction costs; and

WHEREAS, project applications are due July 2, 2026; and

WHEREAS, in the event of a tornado or severe weather, campers at Lebanon Hills Regional Park Campground currently lack access to a proper safe room; and

WHEREAS, existing facilities used for shelter were not designed to withstand high winds or severe weather conditions and the campground restroom building suffers from foundation issues, a failing ventilation system, and structural deterioration; and

WHEREAS, the facility does not meet current accessibility standards or modern building codes; and

WHEREAS, replacing the existing campground restroom building with a new building that also functions as a storm shelter is needed for the safety of campers and to address maintenance issues; and

WHEREAS, the community saferoom components of the Lebanon Hills Regional Park campground building is are eligible for BRIC funding and consistent with the Dakota County All-Hazard Mitigation Plan; and

WHEREAS, the proposed Lebanon Hills saferoom would be integrated into a new campground restroom building, with an estimated cost of $5,000,000 and $2,000,000 eligible for grant funding; and

WHEREAS, if awarded, the Dakota County Board of Commissioners would consider authorization to execute a grant agreement at a future meeting.

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the submittal of the Lebanon Hills Campground Community Saferoom grant application for up to $2,000,000.

PREVIOUS BOARD ACTION
None.

ATTACHMENTS
None.

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

CONTACT
Department Head: Niki Geisler
Author: Lillian Leatham

Board of Commissioners

Request for Board Action

Item Number: DC-5731 **Agenda #:** 10.1 **Meeting Date:** 6/23/2026

DEPARTMENT: Elections

FILE TYPE: Regular Information

TITLE
Update On Election Readiness

PURPOSE/ACTION REQUESTED
Provide the County Board with an update on the 2026 election cycle, including preparedness planning and new of voting equipment.

SUMMARY
The Elections Department will present updates on the upcoming election cycle, with new voting equipment being implemented to enhance security and improved accessibility options for voters with disabilities. The department has taken proactive steps since the beginning of the year to ensure that municipal clerks, election judges, and community partners have all of the tools and resources that they need to ensure that our elections remain secure and transparent.

This update is presented in advance of the beginning of the 2026 Primary Election absentee voting period, which begins on June 26, 2026.

To support public engagement, the department will have a demonstration unit of the new voting equipment set up in the Administration Center lobby, providing an opportunity for anyone interested to view and become familiar with the new equipment firsthand.

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
25-142; 3/25/25

ATTACHMENTS
Attachment: Presentation Slides

BOARD GOALS

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

CONTACT

Department Head: Michelle Blue
Author: Michelle Blue

Elections Readiness Update

Michelle Blue

Elections Director

We Are Ready!

- We have strong safeguards and clear procedures
- Our office remains in close communication with legal counsel & Secretary of State's Office
- We administer elections in accordance with state/federal laws
- Ensure voting locations remain safe, welcoming, and free from intimidation, for both voters and election judges alike
- Ensure voters have accurate information and every eligible voter can participate in elections that are secure, fair, and transparent
- Close coordination with all of our partners: State, municipal clerks, local law enforcement, federal law enforcement

Extra Training & Support This Year

- Election judges will receive extra training and support
- How to get assistance if any issues arise
- Addressing these questions well ahead of time helps ensure Election Day runs smoothly



Who is Allowed in a Polling Place?

- Voters, Election Judges, and authorized persons:
  - Persons helping a voter/ voter's child(ren)
  - Observers authorized by State/ County
  - Peace officers <u>if election judge requests their presence to restore order</u>
  - Appointed challengers
- State law (M.S. § 204C.06)



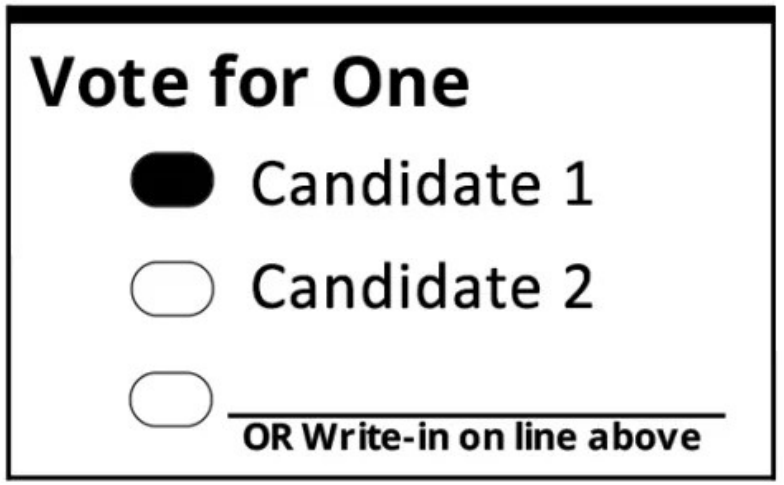
Other Polling Place Considerations

- Presence of federal agents at polling places is prohibited by state and federal law
- Polling places are established by each city/town
- There are provisions to relocate if emergency arose
- Law enforcement is trained to respond if requested by election judges



Election Administration

- Elections are run by local clerks (cities, townships, school districts)
- All voting on paper ballots
- Publicly test every machine, ballot, and oval
- Post-election review after every general election



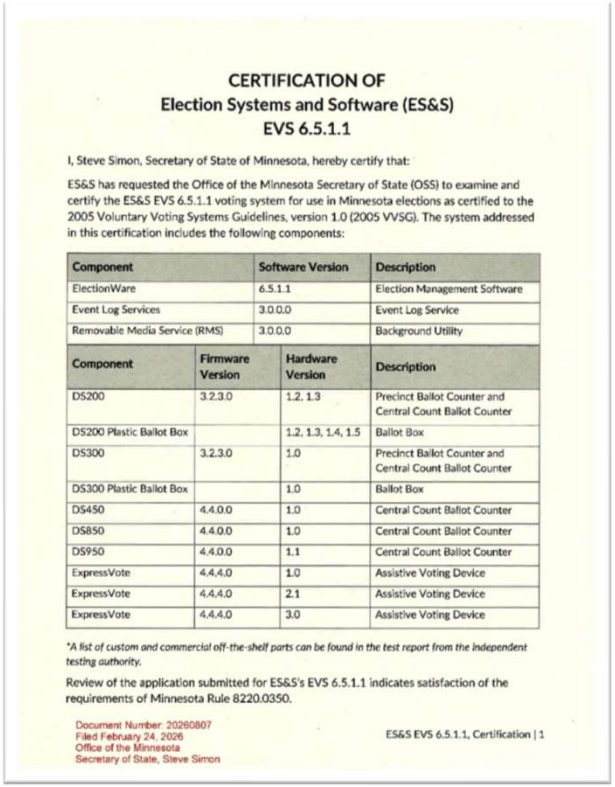
Voting Equipment Replacement

- All cities, towns, school districts contribute to the costs
- Vendor selected is used in 78 MN counties, preferred by municipal clerks and accessible voters
- Most up-to-date encryption & security
- Equitable access for voters with disabilities
- Decreased wait times and minimized machine downtimes



Equipment Certification Process

- State law (M.S. § 206.57) requires an electronic voting system to be certified by the Secretary of State **and** tested by accredited testing authority or by a federal agency
- State Certification is public process



CERTIFICATION OF
Election Systems and Software (ES&S)
EVS 6.5.1.1

I, Steve Simon, Secretary of State of Minnesota, hereby certify that:

ES&S has requested the Office of the Minnesota Secretary of State (OSS) to examine and certify the ES&S EVS 6.5.1.1 voting system for use in Minnesota elections as certified to the 2005 Voluntary Voting Systems Guidelines, version 1.0 (2005 VVSG). The system addressed in this certification includes the following components:

Component	Software Version	Description
ElectionWare	6.5.1.1	Election Management Software
Event Log Services	3.0.0.0	Event Log Service
Removable Media Service (RMS)	3.0.0.0	Background Utility

Component	Firmware Version	Hardware Version	Description
DS200	3.2.3.0	1.2, 1.3	Precinct Ballot Counter and Central Count Ballot Counter
DS200 Plastic Ballot Box		1.2, 1.3, 1.4, 1.5	Ballot Box
DS300	3.2.3.0	1.0	Precinct Ballot Counter and Central Count Ballot Counter
DS300 Plastic Ballot Box		1.0	Ballot Box
DS450	4.4.0.0	1.0	Central Count Ballot Counter
DS850	4.4.0.0	1.0	Central Count Ballot Counter
DS950	4.4.0.0	1.1	Central Count Ballot Counter
ExpressVote	4.4.4.0	1.0	Assistive Voting Device
ExpressVote	4.4.4.0	2.1	Assistive Voting Device
ExpressVote	4.4.4.0	3.0	Assistive Voting Device

**A list of custom and commercial off-the-shelf parts can be found in the test report from the independent testing authority.*

Review of the application submitted for ES&S's EVS 6.5.1.1 indicates satisfaction of the requirements of Minnesota Rule 8220.0350.

Document Number: 20260807
Filed February 24, 2026
Office of the Minnesota
Secretary of State, Steve Simon

ES&S EVS 6.5.1.1, Certification | 1



The demonstration and assessment of ES&S EVS 6.5.1.1 conducted according to the acceptance demonstration of computer programs criteria, indicates satisfaction of the requirements of Minnesota Rules 8220.0450, 8220.0750, and 8220.0650, subpart 1.

Based upon the results of the certification testing of the components listed above and in reliance upon the results of the test report from the independent testing authority, Pro V&V, it has been determined the ES&S EVS 6.5.1.1 voting system, as measured to the 2005 VVSG, complies with the requirements of the Minnesota Statutes sections 206.55 to 206.90 and is certified for use in elections in Minnesota.

Certification is subject to the provisions of Minnesota Statutes and Rules and the conditions outlined in the Certification Report and Recommendation. ES&S stipulates that it will employ methods and procedures to safeguard system software and firmware from access by unauthorized parties during all phases of election preparation, including preparation and delivery of election programming and related materials to county and local governments.

Witness my hand and the Great Seal of the State of Minnesota on this 23rd day of February 2026.

Steve Simon
Secretary of State

ES&S EVS 6.5.1.1, Certification | 2


Dakota
COUNTY
Elections
Elecciones
THIS FACILITY
IS TOBACCO-FREE

Sample Units in Admin Center

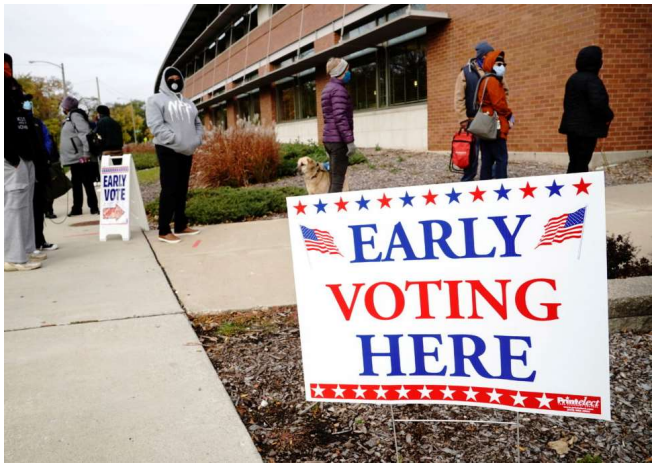
- For educational use only
- All voters may experience in advance of election day
- Test election/ units are in demo mode unrelated to actual election
- Available now through November election





Absentee Voting Begins Friday

- New law allows cities to be open for early voting either 18 days or 46 days
- County Absentee Voting locations:
  - Administration Center (ADC)
  - Western Service Center (WSC)
  - Northern Service Center (NSC)
- Required during regular business hours
  Over 11,500 permanent absentee voters are automatically mailed ballots



2026 Election Calendar

- Primary August 11
  - Absentee Voting starts June 26
  - Early Voting starts July 24
- General November 3
  - Absentee Voting starts Sept 18
  - Early Voting starts October 16



Find your polling place, look up your sample ballot and much more at MNVotes.gov

Any questions?

Board of Commissioners

Request for Board Action

Item Number: DC-5780 **Agenda #:** 13.1 **Meeting Date:** 6/23/2026

Information

See Attachment for future Board meetings and other activities.

June 22, 2026
Monday

3:30 PM - 3:30 PM — **Denmark Trail Townhomes Open House & Ribbon Cutting -- Denmark Trail, 22318 Denmark Trail, Farmingtion**

June 23, 2026
Tuesday

9:00 AM - 9:00 AM — **Dakota County Board of Commissioners Meeting -- Administration Center, 1590 Highway 55, Conference Room 3A, Hastings**

9:30 AM - 9:30 AM — **Dakota County General Government and Policy Committee Meeting (or following CB) -- Administration Center, 1590 Highway 55, Conference Room 3A, Hastings**

3:00 PM - 3:00 PM — **Dakota County Community Development Agency Regular Meeting -- CDA, 1228 Town Centre Drive, Eagan, Boardroom**

June 24, 2026
Wednesday

9:15 AM - 9:15 AM — **Metropolitan Mosquito Control District Executive Meeting -- Metropolitan Government Center, 2099 University Avenue West, St. Paul**

June 25, 2026
Thursday

1:00 PM - 1:00 PM — **Vermillion River Watershed Joint Powers Board Meeting -- Dakota County Extension & Conservation Center, 4100 220th St. W, Farmington**

7:00 PM - 7:00 PM — **Dakota County Planning Commission Meeting -- Western Service Center, 14955 Galaxie Ave, Conference Room 106, Apple Valley**

June 26, 2026
Friday

8:30 AM - 8:30 AM — **Dakota-Scott Workforce Development Board Meeting -- Scott County CDA, 100 5th Ave E., Shakopee**

10:00 AM - 10:00 AM — **Association of MN Counties Board Meeting -- Association of MN Counties, 125 Charles Ave, St. Paul**

July 3, 2026
Friday

All Day — **County Offices Closed - Independence Day Holiday Observed**

July 4, 2026
Saturday

All Day — **County Offices Closed - Independence Day Holiday**

July 7, 2026
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 General Government and Policy Committee Meeting (or following CB) -- Administration Center, 1590 Highway 55, Conference Room 3A, Hastings**

Board of Commissioners

Request for Board Action

Item Number: DC-5781 **Agenda #:** 14.1 **Meeting Date:** 6/23/2026

Adjournment

June 22, 2026
Monday

3:30 PM - 3:30 PM — **Denmark Trail Townhomes Open House & Ribbon Cutting -- Denmark Trail, 22318 Denmark Trail, Farmingtion**

June 23, 2026
Tuesday

9:00 AM - 9:00 AM — **Dakota County Board of Commissioners Meeting -- Administration Center, 1590 Highway 55, Conference Room 3A, Hastings**

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July 3, 2026
Friday

All Day — **County Offices Closed - Independence Day Holiday Observed**

July 4, 2026
Saturday

All Day — **County Offices Closed - Independence Day Holiday**

July 7, 2026
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 General Government and Policy Committee Meeting (or following CB) -- Administration Center, 1590 Highway 55, Conference Room 3A, Hastings**