



Dakota County

Board of Commissioners

Agenda

Tuesday, July 8, 2025

9:00 AM

Boardroom, Administration Center,
Hastings, MN

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

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 24, 2025

6. Items Recommended by Board Committee*

6.1 Environmental Resources - Authorization To Execute Third Contract Amendment With The Boldt Company For Construction Manager/General Contractor Services For Phase II Of Byllesby Dam Water-To-Wire Development Project And Amend Total Project Budget

6.2 Finance - Authorization To Allocate Local Affordable Housing Aid Funds To Dakota County Community Development Agency And Amend 2025 Non-Departmental Budget

7. Central Operations

- 7.1** *Information Technology* - Authorization To Amend Contract With EarthSoft, Inc., For Data Migration Services And Annual Licensing Agreement
- 7.2** *Information Technology* - Authorization To Execute Contract With Lodestar Solutions For IBM Cognos Reporting Software Licensing
- 7.3** *Finance* - Authorization To Adopt Amendments To Dakota County 2025 Fee Schedule

8. County Board/County Administration

- 8.1** *Office Of The County Manager* - Authorization To Accept 2024 State Bond Funding, Ratify Grant Agreement Execution, And Amend 2025 Capital Improvement Project Budget
- 8.2** *Office Of The County Manager* - Authorization To Amend Location Of Budget Workshop
- 8.3** *County Board* - Acceptance Of Resignation From Member Of Planning Commission

9. Community Services

- 9.1** *Social Services-Housing & Community Resources* - Authorization To Submit Transportation Coordination Grant Proposal To Minnesota Department Of Transportation To Improve Access To Transportation Services And Public Transportation Alternatives To Seniors And Persons With Disabilities, And If Awarded, Accept Grant Funds And Execute Grant Agreement, And Provide Local Share
- 9.2** *Public Health* - Authorization To Accept Minnesota Department Of Health Cannabis And Substance Use Prevention Grant Funds And Execute Grant Amendment

10. Physical Development

- 10.1** *Facilities Management* - Authorization To Award And Execute Contract With UrbanWorks Architecture LLC For Architectural And Engineering Services Required For Administration Center And Northern Service Center Kitchenettes And Break Spaces Project

- 10.2** *Physical Development Administration* - Authorization To Accept Grant Funds From Mississippi National River And Recreation Area For Current Mississippi River Greenway Projects And Amend 2025 Capital Improvement Program Budgets
- 10.3** *Physical Development Administration* - Authorization To Amend Agricultural Easement On Gerald E. Taylor Revocable Living Trust And Mary E. Taylor Revocable Living Trust Property In Sciota Township
- 10.4** *Parks* - Authorization To Execute Agreement With Xcel Energy Inc. For Relocation Of Transmission Pole Utilities Along Harry Avenue In Lake Byllesby Park Reserve, County Project 2000458
- 10.5** *Parks* - Authorization To Award Bid And Execute Contract With Eureka Construction, Inc. To Provide General Contractor Services For Spring Lake Park Reserve Fischer Avenue Trailhead Project
- 10.6** *Parks* - Authorization And Approval To Award Construction Contracts To Accomplish 2025 Parks Greenway Preservation And Parks Asset Preservation Capital Improvement Projects
- 10.7** *Parks* - Authorization To Execute Professional Design Service Contract With SRF For Mississippi River Landing Use Area and Access Project In Spring Lake Park Reserve
- 10.8** *Parks* - Authorization To Execute Contract Amendment With S.M. Hentges & Sons, Inc. For Construction Services For Minnesota River Greenway Fort Snelling Segment In Burnsville And Eagan
- 10.9** *Transportation* - Authorization To Execute Cooperative Construction Agreement With Minnesota Department Of Transportation For County State Aid Highway 42 (145th Street) At Trunk Highway 52 Interchange Improvements In Rosemount, County Project 42-174
- 10.10** *Transportation* - Approval Of Final Plats Recommended By Plat Commission

11. Public Services and Revenue

- 11.1** *Public Services and Revenue Administration* - Approval Of Application For Off-Site Gambling For Lakeville Lions Club

REGULAR AGENDA**12. Community Services**

- 12.1** *Community Corrections* - Proclamation Of Pretrial, Probation, And Parole Supervision Week In Dakota County July 20-26, 2025
- 12.2** *Public Health* - Authorization To Apply For Minnesota Department Of Health Statewide Health Improvement Partnership Grant, Accept Funds and Execute Grant Agreement

13. Interagency Reports/Commissioner Updates

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

14. County Manager's Report**15. Information**

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

16. Adjournment

- 16.1** Adjournment

* Designates items discussed in Board Committee(s)

For more information, call 651-438-4417
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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-4677	Agenda #: 4.1	Meeting Date: 7/8/2025
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Approval of Agenda (Additions/Corrections/Deletions)



Board of Commissioners

Request for Board Action

Item Number: DC-4678

Agenda #: 5.1

Meeting Date: 7/8/2025

Approval of Minutes of Meeting Held on June 24, 2025



Dakota County

Board of Commissioners

Minutes

Tuesday, June 24, 2025

9:00 AM

Boardroom, Administration Center,
Hastings, MN

1. Call to Order and Roll Call

Present: Commissioner Mike Slavik
Commissioner Joe Atkins
Commissioner William Droste
Commissioner Liz Workman
Commissioner Mary Liz Holberg
Commissioner Mary Hamann-Roland

Absent: Commissioner Laurie Halverson

Also in attendance were Heidi Welsch, County Manager; Kathryn M. Keena, County Attorney; Tom Donely, First Assistant County Attorney; and Liz Hansen, Administrative Coordinator.

2. Pledge of Allegiance

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

Chair Slavik began the meeting with a moment of silence to remember and honor House Speaker Emerita Melissa Hortman (DFL-Brooklyn Park) and her husband, Mark, who were tragically killed in their home on June 14, 2025.

Commissioner Atkins addressed the tragedy, expressing appreciation and admiration for the Hortman's and offering heartfelt condolences to their friends and family.

3. Audience

Chair Slavik 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: 25-280
Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: William Droste

Ayes: 6

CONSENT AGENDA

Motion: Joe Atkins

Second: Mary Hamann-Roland

On a motion by Commissioner Atkins, seconded by Commissioner Hamann-Roland, the consent agenda with amendments to items 10.3 and 10.4, clarifying that it was the Dakota-Scott Workforce Development Board Executive Committee that approved those actions on June 9, 2025 was unanimously approved as follows:

Ayes: 6

5. County Administration - Approval of Minutes

5.1 Resolution No: 25-281

Approval of Minutes of Meeting Held on June 3, 2025

Motion: Joe Atkins

Second: Mary Hamann-Roland

Ayes: 6

6. Items Recommended by Board Committee*

6.1 Resolution No: 25-282

Authorization To Execute A Contract For A Multimedia Public Awareness Campaign, Allocate \$150,000 Of Opioid Settlement Funds, And Amend 2025 Public Health And 2025 Non-Departmental Budgets

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Pursuant to Minn. Stat. § 375A.04, the Dakota County Board of Commissioners is, and performs the duties and exercises the powers of, a community health board under Minn. Stat. Ch. 145A, including the responsibility to prevent disease and to promote and protect the public health of Dakota County residents; and

WHEREAS, Minnesota was part of a multi-state lawsuit against opioid manufacturers and distributors; and

WHEREAS, Dakota County has received \$5,401,004 to date and is expected to receive more than \$16 million from the National Opioid Settlement Agreements for the purposes of opioid remediation activities or restitution; and

WHEREAS, the Dakota County Opioid Response Advisory Committee (ORAC) was established as a County Board appointed advisory committee in October 2023 and supports the development of a comprehensive and effective countywide response to the opioid crisis; and

WHEREAS, it provides recommendations to the County Board on the use of Opioid Settlement funds for external projects and initiatives; and

WHEREAS, by Resolution No. 25-200 (April 22, 2025), the Dakota County Board of Commissioners adopted the 2025-2026 Strategic Plan from the ORAC, which includes a priority to increase community awareness by which Public

Health and its internal communication partners create and promote culturally appropriate and stigma-reducing opioid messages to increase community awareness; and

WHEREAS, this includes starting a paid communication campaign to increase opioid awareness and recruit help from the community in the effort of opioid awareness; and

WHEREAS, Dakota County continues to see the harmful and often fatal impacts of opioid misuse, particularly involving fentanyl; and

WHEREAS, as part of its efforts to address the opioid crisis, engage the community in prevention and education, and align with the ORAC's Strategic Plan, Public Health proposes to launch a multimedia public awareness campaign focused on raising awareness of the risks associated with fentanyl and other opioids, and promoting prevention, treatment, and recovery resources; and

WHEREAS, in accordance with the County's standard solicitation process, Public Health will post a solicitation for a vendor to lead this multimedia public awareness campaign, which will include digital, social media, print, radio, and transit advertising, along with community engagement strategies and stakeholder partnerships; and

WHEREAS, the campaign will be developed in alignment with public health best practices, Johns Hopkins Principles, and culturally responsive messaging; and

WHEREAS, to maximize visibility and impact, the campaign will launch in August 2025 in recognition of Overdose Awareness Month, culminating with observances and events on International Overdose Awareness Day, August 31; and

WHEREAS, funding for the campaign will be drawn from Dakota County's allocation of national opioid settlement funds; and

WHEREAS, in accordance with the Amended Minnesota Opioids State-Subdivision Memorandum of Agreement, the authorization is for expenditures of opioid settlement funds up to \$150,000 over the period of July 1, 2025 through December 31, 2026; and

WHEREAS, the expenditure aligns with the Memorandum of Agreement's list of opioid remediation uses in Exhibit A, section G, subsection 1, which states the remediation use of funding media campaigns to prevent opioid misuse, including but not limited to focusing on risk factors and early interventions.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an allocation of up to \$150,000 of opioid settlement funds from the 2024 Non-Departmental Budget for the period of July

1, 2025 through December 31, 2026, for a countywide multimedia campaign to increase community awareness and prevent opioid misuse in accordance with the Opioid Memorandum of Agreement Exhibit A strategy item G.1.; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes execution of a contract with a selected vendor in an amount not to exceed \$150,000 of opioid settlement funds for the period of August 1, 2025 through December 31, 2026, to lead the countywide multimedia campaign to increase community awareness and prevent opioid misuse in accordance with the Opioid Memorandum of Agreement Exhibit A strategy item G.1., subject to approval by the County Attorney's Office as to form; and

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

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

BE IT FURTHER RESOLVED, That the 2025 Public Health Budget is hereby amended as follows:

Expense

Opioid Settlement Expense	<u>\$150,000</u>
Total Expense	\$150,000

Revenue

Opioid Settlement Funds	<u>\$150,000</u>
Total Revenue	\$150,000

; and

BE IT FURTHER RESOLVED, That the 2025 Non-Departmental Budget is hereby amended as follows:

Expense

Opioid Settlement Expense	<u>\$(150,000)</u>
Total Expense	\$(150,000)

Revenue

Opioid Settlement Funds	<u>\$(150,000)</u>
Total Revenue	\$(150,000)

Ayes: 6

6.2 Resolution No: 25-283

Authorization To Execute Contract With NEOGOV Inc. For Employee Learning Management System Solution

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Dakota County continues to need a fully automated employee Learning Management System solution to manage and track employee training; and

WHEREAS, Dakota County wishes to transition from the current Learning Management System (LMS) provider, Cornerstone, to a more cost-effective and government-oriented alternative, NEOGOV Learn; and

WHEREAS, Dakota County wishes to purchase a 3-year subscription for NEOGOV Learn; and

WHEREAS, the total cost of the proposed 3-year contract is \$130,000; and

WHEREAS, the entirety of this cost is eligible for payment using Department Budget Incentive Program.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Manager, or their designee, to execute a contract with NEOGOV Inc. to purchase NEOGOV Learn for an amount not to exceed \$130,000, subject to approval by the County Attorney's Office as to form.

Ayes: 6

6.3 Resolution No: 25-284

Authorization To Renew Contract With Cornerstone OnDemand, Inc., For Countywide Learning Management System

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Dakota County has had a software license with Cornerstone OnDemand, Inc., since 2017 for a comprehensive Learning Management System (LMS) to manage and track employee training; and

WHEREAS, a comprehensive learning management system is needed to efficiently manage and track employee training; and

WHEREAS, Dakota County wants to renew the contract with Cornerstone OnDemand, Inc., for a one-year subscription; and

WHEREAS, the cost of the one-year contract is currently included in budgeted funds.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Manager, or their designee, to execute a one-year contract with Cornerstone OnDemand, Inc., to provide learning management software for an amount not to exceed \$91,500 for one year subject to approval by the County Attorney's Office as to form.

Ayes: 6

7. Central Operations

7.1 Report On Invoices Paid In May 2025

Motion: Joe Atkins

Second: Mary Hamann-Roland

Information only; no action requested.

7.2 Resolution No: 25-285

Authorization To Execute Joint Powers Agreement Allocating Local Affordable Housing Aid Funds To Dakota County Community Development Agency And Amend 2025 Non-Departmental Budget

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Local Affordable Housing Aid (LAHA) is aid to metropolitan local governments of seven counties, including Dakota County, and 63 cities; and

WHEREAS, LAHA is funded through a dedicated sales tax in the seven-county metropolitan area; and

WHEREAS, during the 2025 budget process, the County Board approved a budget of \$4.9 million of LAHA funding that included investments for Emergency Rental Assistance, Apartment Services, Prevention and Navigation Services, Housing Clinic, Family Voucher Program, and Permanent Supportive Housing and Rapid Re-Housing Services; and

WHEREAS, based on LAHA revenues to date, staff projects annual LAHA revenues of \$9,800,000; and

WHEREAS, during the October 22, 2024, Community Services Committee meeting, the Board gave direction to budget 50 percent of LAHA in the Dakota County Social Services budget and hold 50 percent for future discussion of Dakota County Community Development Agency (CDA) allocation; and

WHEREAS, staff recommends authorizing a budget allocation and execution of a joint powers agreement distributing 50 percent of the LAHA funds to the CDA in 2025 for qualifying projects consistent with the County's Housing Business Plan; and

WHEREAS, the CDA's proposed Fiscal Year (FY) 2025-2026 budget will include the appropriated LAHA funds for eligible activities and projects.

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

Commissioners hereby authorizes the Deputy County Manager to accept Local Affordable Housing Aid (LAHA) funding; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Manager to execute a joint powers agreement with the Dakota County Community Development Agency (CDA), sending 50 percent of the LAHA funds to the CDA in 2025 to be used on qualifying projects consistent with the County's Housing Business Plan; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby amends the 2025 Non-Departmental Budget as follows:

Expense

Community Development Agency Allocation	<u>\$4,900,000</u>
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Total Expense	<u>\$4,900,000</u>
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Revenue

LAHA Funding	<u>\$4,900,000</u>
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Total Revenue	<u>\$4,900,000</u>
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Ayes: 6

7.3 Resolution No: 25-286

Authorization To Execute Fiber Optic Indefeasible Right To Use Agreement With City Of Apple Valley, Accept Permanent Utility Easement With City Of Apple Valley And Approve Encroachment With Metropolitan Council

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, the City of Apple Valley desires to trade the use of two fibers from the County for a utility easement as described in this Agreement; and

WHEREAS, Dakota County has unused fiber available; and

WHEREAS, a Fiber Optic Indefeasible Right To Use Agreement with the City of Apple Valley is required for use of County fiber optic cable.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Deputy County Manager to execute an IRU with the City of Apple Valley to trade the use of two fibers from the County for a utility easement of County-owned Institutional Network Backbone, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That Dakota County accepts a permanent easement with the City of Apple Valley for this project; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Deputy County Manager to execute an encroachment agreement on Metropolitan Council property for this project.

Ayes: 6

7.4 Resolution No: 25-287

Authorization To Amend Contract For Fiber Optics Network Maintenance And Engineering With Local Government Information Systems (LOGIS)

Motion: Joe Atkins

Second: Mary Hamann-Roland

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

WHEREAS, the total contract amount in 2023 was based on a rate of \$0.23 per foot of fiber optic cable and was not to exceed \$358,167; and

WHEREAS, the total contract amount in 2024 was based on a rate of \$0.24 per foot of fiber optic cable and was not to exceed \$388,167; and

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

WHEREAS, the cost for 2025 is based on a rate of \$0.25 per foot of fiber optic cable and Dakota County has planned projects that will add an estimated 39,000 additional feet of fiber optic cable; and

WHEREAS, based on the rate and additional fiber the contract amount for 2025 is not to exceed \$388,167; and

WHEREAS, sufficient funding is available in the 2025 Information Technology budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Deputy County Manager to amend the contract with Local Government Information Services (LOGIS) for fiber optics network and maintenance engineering for a 2025 contract amount not to exceed \$388,167, subject to approval by the County Attorney's Office as to form.

Ayes: 6

7.5 Resolution No: 25-288

Authorize A Contract With Minnesota Department Of Public Safety For 2026-2027 Radiological Emergency Preparedness Grant

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management, has awarded the Radiological Emergency Preparedness (REP) Grant for Dakota County; and

WHEREAS, the REP Grant will cover costs of personnel, training, and

equipment expenses associated with the Prairie Island Nuclear Generating Plant drills and exercises.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Deputy County Manager to execute a contract with the Minnesota Department of Public Safety, Division of Emergency Management, for the Radiological Emergency Preparedness Grant in the amount of \$141,500.00 for the period of July 1, 2025, through June 30, 2026, and \$136,000.00 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 the Deputy County Manager to execute a reimbursement cost-share agreement with the City of Hastings in the amount of \$10,000 for the period July 1, 2025, through June 30, 2026, and \$10,000 for the period July 1, 2026, through June 30, 2027, subject to approval of the County Attorney's Office as to form.

Ayes: 6

7.6 Resolution No: 25-289

Authorization To Renew Commercial Automobile Insurance Contract with Travelers Insurance

Motion: Joe Atkins

Second: Mary Hamann-Roland

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, 2025; 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 Risk Manager 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, 2025 - July 1, 2026 Premium \$439,425

Ayes: 6

7.7 Resolution No: 25-290

Authorization To Renew Commercial Property Insurance Contract With Affiliated FM Insurance

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Dakota County purchases insurance for property losses; and

WHEREAS, the current policy on commercial property insurance will expire on July 1, 2025; 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 Risk Manager 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, 2025, through July 1, 2026 Premium \$464,278

Ayes: 6

8. County Attorney

8.1 Resolution No: 25-291

Authorization To Execute Agreement With West Publishing Corporation For Westlaw Legal Research Subscription

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, the Dakota County Attorney's Office (CAO) has used Westlaw PROFLEX electronic legal research solutions on a subscription basis since 2017 to access caselaw, statutes, federal code, jury instructions, secondary sources and other resources and tools to perform the duties of the CAO; and

WHEREAS, the CAO renewed the subscription in 2019; and

WHEREAS, West Publishing Corporation's newest legal research tool is Westlaw Precision with CoCounsel, providing AI-Assisted Research with faster search results and other enhanced researching tools; and

WHEREAS, the CAO desires to renew the subscription for another three-year period with the new researching tools at the rate of \$7,354.00 for the first year and 1 percent annual increases thereafter for 46 attorneys; and

WHEREAS, the three-year cost of the subscription is \$267,400.32; and

WHEREAS, executing the renewal prior to October allows the CAO to utilize the

new functions under the current \$5,478.85 monthly rate for remainder of the current contract term before the new three-year team begins.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Attorney to execute a purchase order agreement with West Publishing Corporation for a three-year subscription beginning in October to Westlaw electronic legal research tools for a total amount not to exceed \$267,400.32, with the remainder of the current term of the contract billed at the current \$5,478.85 monthly rate, subject to approval by the County Attorney's Office as to form.

Ayes: 6

9. County Board/County Administration

9.1 Resolution No: 25-292

Appointments To Dakota-Scott Workforce Development Board

Motion: Joe Atkins

Second: Mary Hamann-Roland

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby appoints/reappoints the following individuals to the Dakota-Scott Workforce Development Board to fill a two-year term ending June 30, 2027.

Private - Andrew Howard

Private - James Francis

Private - Erin Woodward

Private - Charity Weibel

Private - Michael Toepfer

Public-Community Based - Rick Martagon

Public-Education - Eric Lind

Public-Public Assistance - Barbara Dahl

Public-Public Employment - Michael Yanda

Public-Rehabilitation - Heather Felderman

Ayes: 6

9.2 Resolution No: 25-293

Designation Of Voting For 2025 National Association Of Counties Annual Business Meeting

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, the annual National Association of Counties (NACo) conference is being held in Philadelphia City and County, Philadelphia, Pennsylvania, July 11-14, 2025; 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 2025 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.

Ayes: 6

9.3 Resolution No: 25-294
Recommendation For Appointment To Minnesota Zoological Board

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, pursuant to Minn. Stat. § 85A.01, subd. 1, the Minnesota Zoological Garden is established under the supervision and control of the Minnesota Zoological Board; and

WHEREAS, pursuant to Minn. Stat. § 85A.01, subd. 1, one member of the Minnesota Zoological Board must be a resident of Dakota County and shall be appointed by the governor after consideration of the recommendation of the Dakota County Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby recommends Angie Dean for appointment to the Minnesota Zoological Board; and

BE IT FURTHER RESOLVED, That this resolution shall be forwarded to Governor Tim Walz and Kayla Wallace, Director of Administration at the Minnesota Zoological Garden.

Ayes: 6

9.4 Resolution No: 25-295
Approval Of Policy 3045 - Anti-Nepotism

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, the County currently prohibits situations where employing multiple family members or relatives creates a conflict of interest; and

WHEREAS, the new Anti-Nepotism policy is intended to more clearly indicate when a conflict exists when employing multiple family members or relatives in a single department or division of the County; and

WHEREAS, the new Anti-Nepotism policy would replace existing policy

language in County Policy 3101 - Candidate Recruitment.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts Policy 3045 - Anti-Nepotism and authorizes the Human Resources Director to implement said policy and update related policies accordingly.

Ayes: 6

10. Community Services

10.1 Resolution No: 25-296

Ratification To Submit Unified Local Youth Plan To Minnesota Department Of Employment And Economic Development For Minnesota Youth Program 2026 And Workforce Innovation And Opportunity Act Youth Program 2025

Motion: Joe Atkins

Second: Mary Hamann-Roland

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) 2025 WIOA Youth Program for the grant period of April 1, 2025 through March 31, 2027, and the State Fiscal Year (SFY) 2026 MYP for the grant period of July 1, 2025 through September 30, 2026; 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 11, 2025; and

WHEREAS, on March 21, 2025, the Dakota-Scott WDB approved the submission of the Unified Local Youth Plan to DEED for the PY 2025 WIOA Youth Program and the SFY 2026 MYP; and

WHEREAS, DEED tentatively approved the Dakota-Scott Unified Local Youth Plan narrative updates on April 11, 2025; and

WHEREAS, notification of PY 2025 WIOA Youth Program funding in the amount of \$291,493 for Dakota and Scott Counties was received on June 3, 2025; and

WHEREAS, Dakota County's allocation will be \$233,194; and

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

WHEREAS, notification of SFY 2026 MYP funding in the amount of \$167,756 for Dakota County was received on May 23, 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.

Ayes: 6

10.2 Resolution No: 25-297

Authorization To Accept Minnesota Youth Program And Workforce Innovation And Opportunity Act Youth Program 2025 Funds, Execute Minnesota Department Of Employment And Economic Development Grant Agreements, And Execute Amendments To Related Contracts

Motion: Joe Atkins

Second: Mary Hamann-Roland

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

WHEREAS, MYP State Fiscal Year (SFY) 2025 funding for Dakota County was \$352,822; and

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

WHEREAS, WIOA Youth Program funding for Program Year (PY) 2024 was \$359,788 for Dakota and Scott Counties; and

WHEREAS, 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 the SFY 2025 period of July 1, 2024 through September 30, 2025, in an amount not to exceed \$297,540; and

WHEREAS, the contracted amount was less \$20,000 for potential youth projects and ten percent for administrative expenses; and

WHEREAS, notification of SFY 2026 MYP funding in the amount of \$167,756 for Dakota County was received on May 23, 2025; and

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

WHEREAS, staff requests adding \$129,000 to the current contract with Tree Trust for a total amount not to exceed \$426,540; and

WHEREAS, added funds will consist of \$15,360 reallocated from remaining SFY 2025 MYP and \$113,640 SFY 2026 MYP; and

WHEREAS, residual SFY 2026 MYP funding will tie to an upcoming solicitation for services; and

WHEREAS, by Resolution No. 24-377 (July 30, 2024), the Dakota County Board of Commissioners authorized execution of a contract with HIRED to provide WIOA Youth Program services for the PY 2024 period of April 1, 2024 through March 31, 2025, in an amount not to exceed \$259,047; and

WHEREAS, the contracted amount was less ten percent for administrative expenses; and

WHEREAS, in February 2025, an amendment was completed to extend the contract term to March 31, 2026; and

WHEREAS, notification of PY 2025 WIOA Youth Program funding in the amount of \$291,493 for Dakota and Scott Counties was received on June 3, 2025; and

WHEREAS, Dakota County's allocation will be \$233,194; and

WHEREAS, staff requests adding \$209,875 to the contract with HIRED for a total amount not to exceed \$468,922; and

WHEREAS, added funds are less ten percent for administrative expenses; and

WHEREAS, a Request for Proposal for these services will be issued in 2025.

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

Commissioners hereby authorizes the Community Services Director 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, 2025 through September 30, 2026, 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 the Community Services Director to accept the WIOA Youth Program funding in an amount not to exceed \$291,493 for the period of April 1, 2025 through March 31, 2027, 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 the Community Services Director to execute a contract amendment with Tree Trust to provide MYP services to add \$129,000 to the current not to exceed amount of \$297,540 for a new not to exceed amount of \$426,540 for the term of July 1, 2024 through September 30, 2025, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract amendment with HIRED to provide WIOA Youth Program services to add \$209,875 to the current not to exceed amount of \$259,047 for a new not to exceed amount of \$468,922 for the term of April 1, 2024 through March 31, 2026, subject to approval by the County Attorney's Office as to form; and

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

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

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

Ayes: 6

10.3 Resolution No: 25-298

Authorization To Execute Grant Agreement For Workforce Innovation And Opportunity Act Adult Services And Dislocated Worker Services And Execute Related Contracts

Motion: Joe Atkins

Second: Mary Hamann-Roland

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 the Minnesota Department of Employment and Economic Development (DEED) for employment and training programs in the Dakota-Scott Workforce WDA for the WIOA Adult in the amount of \$345,851 and WIOA Dislocated Worker (DW) programs in the amount of 539,023 for the period of July 1, 2023 through June 30, 2024, based on the allocation formula used by DEED; 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 \$291,185 (\$220,718 for Dakota County and \$70,467 for Scott County) and WIOA DW programs is \$510,751 (\$387,149 for Dakota County and \$123,602 for Scott County) for the period of July 1, 2025 through June 30, 2026; and

WHEREAS, on June 9, 2025, the Dakota-Scott Workforce Development Board Executive Committee approved the execution of the grant agreement and execution of contracts with DEED Job Service and HIRED for the period of July 1, 2025 through June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director 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 \$291,185

(\$220,718 for Dakota County and \$70,467 for Scott County) and Workforce Innovation and Opportunity Act Dislocated Worker program in the amount of \$510,751 (\$387,149 for Dakota County and \$123,602 for Scott County) for the period of July 1, 2025 through June 30, 2026, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with DEED Job Service in an amount not to exceed \$140,000 for the period of July 1, 2025 through June 30, 2026, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with HIRED in an amount not to exceed \$140,000 for the period of July 1, 2025 through June 30, 2026, subject to approval by the County Attorney's Office as to form; and

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

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

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

Ayes: 6

10.4 Resolution No: 25-299

Authorization To Execute Grant Agreement For State Dislocated Worker Program Services And Execute Related Contracts

Motion: Joe Atkins

Second: Mary Hamann-Roland

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 9, 2025, the Dakota-Scott Workforce Development Board Executive Committee approved the execution of the grant agreement with DEED in an amount of \$662,657 (\$502,294 Dakota County; \$160,363 Scott County) and execution of contracts with DEED Job Service and HIRED for the period of July 1, 2025 through June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director 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 \$662,657 for the period of July 1, 2025 through June 30, 2026, subject to approval by the County Attorney's Office as to form; and

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

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with DEED Job Service in an amount not to exceed \$100,000 and with HIRED in an amount not to exceed \$100,000 for the period of July 1, 2025 through June 30, 2026, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contracts, consistent with the amount budgeted, to alter the contract amount and the contract term up to one year after initial expiration date, consistent with County contracting policies, subject to approval

by the County Attorney's Office as to form; and

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

Ayes: 6

10.5 Resolution No: 25-300

Authorization To Execute Contract Amendment With Dakota Woodlands For Emergency Shelter Services For Adults With Disabilities

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Dakota County submitted a request in 2021 to the Minnesota Department of Human Services (DHS) to consider, under the authority of Minn. Stat. 256I.05, subd. 11, a cost-neutral transfer from the Housing Support funds to Dakota County to provide emergency shelter beds for people with disabilities experiencing homelessness; and

WHEREAS, Dakota County has contracted with Dakota Woodlands since 2021 to provide emergency shelter for 22 adults with disabilities using these Cost Neutral Transfer funds; and

WHEREAS, shelter services at Dakota Woodlands include: the provision of emergency shelter, food, and support services for adults with disabling conditions who are experiencing homelessness; coordination with County staff for referrals, services, and housing search; and entering all households into the Client Track data management system; and

WHEREAS, by Resolution No. 24-317 (June 25, 2024), the Dakota County Board of Commissioners authorized execution of DHS Intergovernmental Transfer agreement with DHS in an amount of \$940,513.78 and acceptance of remaining years' allocation through June 30, 2027, and approved execution of a contract with Dakota Woodlands to provide emergency hotel shelter services from July 1, 2024 through July 30, 2025; and

WHEREAS, in January 2025, staff conducted a solicitation for the emergency shelter services and Dakota Woodlands was the only proposal received and was selected as the most qualified agency to perform the emergency shelter services; and

WHEREAS, staff recommends Board authorization to execute a contract amendment with Dakota Woodlands for emergency shelter services in an amount not to exceed \$761,000 and to extend the period/term to June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract amendment with Dakota Woodlands to add \$380,056.20 to the

current not to exceed contract amount of \$380,056.20 for a new not to exceed amount of \$760,112.40 and extend the term an additional year, for a new term of July 1, 2024 through June 30, 2026, subject to approval by the County Attorney's Office as to form; and

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

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

Ayes: 6

11. Physical Development

11.1 Resolution No: 25-301

Authorization To Award Native Resource Preservation's Proposal And Execute Contract With Native Resource Preservation For Miesville Ravine Park Reserve Vegetation Management

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, by Resolution No. 17-274 (May 23, 2017), the County Board adopted the Dakota County Natural Resource Management System Plan (NRMSP); and

WHEREAS, the NRMSP identifies the need to maintain restored areas perpetually to protect the initial investment made to restore the area; and

WHEREAS, on May 16, 2025, the County issued a Request for Proposals (RFP) for the Miesville Ravine Park Reserve Vegetation Management project; and

WHEREAS, best value contracting was used to evaluate and award this RFP; and

WHEREAS, the proposal evaluation team scored each proposal and selected Native Resource Preservation; and

WHEREAS, the RFP stipulated that the initial contract term would expire on May 31, 2026; and

WHEREAS, the RFP stipulated that the contract could be extended for up to two additional 12-month terms ending May 31, 2028; and

WHEREAS, the hourly or per-acre rates will increase by three percent for each

contract extension; and

WHEREAS, the RFP stipulated that the total contract amount would be set up to not exceed \$375,000; and

WHEREAS, adequate funds for the initial contract terms are available within the 2025 Adopted Parks Natural Resources Base Fund Budget; and

WHEREAS, staff recommends executing the contract with Native Resource Preservation.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a contract with Native Resource Preservation for the Miesville Ravine Park Reserve Vegetation Management project to manage natural areas of Miesville Ravine Park Reserve through May 31, 2026, with the option to extend the contract for up to two additional 12-month terms until May 31, 2028, in a total amount not to exceed \$375,000, subject to approval by the County Attorney's Office as to form.

Ayes: 6

11.2 Resolution No: 25-302

Authorization To Reject All Bids For Robert Trail Library Envelope Improvements Project

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Robert Trail Library has building envelope repairs that are needed; and

WHEREAS, the bid document and specifications were prepared by County staff and BKV Group; and

WHEREAS, four competitive bids were received on May 15, 2025; and

WHEREAS, the received bids exceeded the estimated construction cost; and

WHEREAS, staff will work to reformulate and resolicit the work to a better outcome in the future.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the rejection of all bids received on May 15, 2025, for the Robert Trail Library Envelope Improvements project in Rosemount, MN.

Ayes: 6

11.3 Resolution No: 25-303

Authorization To Amend Joint Powers Agreement With City Of Lakeville To Operate Residential Food Scraps Drop-Off Site

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Minn. Stat. § 471.59 authorizes local governmental units to jointly or cooperatively exercise any power common to the contracting parties; and

WHEREAS, Dakota County and the City of Lakeville are governmental units as that term is defined in Minn. Stat. § 471.59; and

WHEREAS, Metropolitan counties are responsible for waste management policy and programs (Minn. Stat. § 115A.551); and

WHEREAS, by Resolution No. 18-493 (September 18, 2018), the Dakota County Board of Commissioners (County Board) adopted the 2018-2038 Solid Waste Master Plan (County Waste Plan); and

WHEREAS, the County Waste Plan includes a tactic to co-develop and provide assistance for residential food scraps drop-off sites with municipalities until curbside organics collection is widely available; and

WHEREAS, by Resolution No. 24-514 (October 29, 2024), the County Board approved submittal of a revised draft 2024-2044 County Waste Plan to the Minnesota Pollution Control Agency for their review; and

WHEREAS, the draft County Waste Plan includes a strategy for curbside organics collection to be available in suburban areas by 2030; and

WHEREAS, the draft County Waste Plan includes a tactic for continued collaboration and assistance for residential food scraps drop-off sites with municipalities; and

WHEREAS, the County receives Select Committee on Recycling and the Environment (SCORE) funds from the State of Minnesota to implement landfill abatement programs; and

WHEREAS, Minn. Stat. § 115A.557 requires the County to use a portion of the State SCORE funds on organics programming; and

WHEREAS, State-allocated SCORE funds are used for residential food scraps drop-off sites at 11 locations in the County; and

WHEREAS, by Resolution No. 19-576 (June 18, 2019), Dakota County and the City of Lakeville executed a joint powers agreement (JPA) to construct and operate a residential food scraps drop-off site (formally known as organics drop-off site) until December 31, 2025; and

WHEREAS, due to several factors, including initial JPA term limits and continued operational costs, an amended JPA is necessary to continue operations; and

WHEREAS, the original JPA with the City of Lakeville was signed for \$97,000; and

WHEREAS, the proposed amendment to the JPA in the amount of \$73,000 requires County Board approval and will bring the amended JPA maximum to a total of \$170,000 over the 11-year term (2019-2030); and

WHEREAS, staff recommends executing an amendment to the existing JPA with the City of Lakeville for continued operations at the residential food scraps drop-off site through December 31, 2030, for a maximum amount of \$170,000; and

WHEREAS, the Environmental Resources Operating Budget includes funds to provide the County's food scraps drop-off program using State SCORE funds.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorize the Physical Development Director to execute a joint powers agreement amendment with the City of Lakeville for residential food scraps drop-site operations through December 31, 2030, in an amount not to exceed \$170,000 for the total joint powers agreement, subject to the approval of the County Attorney's Office to form.

Ayes: 6

11.4 Resolution No: 25-304

Authorization To Change Financial Eligibility Criteria For The Dakota County Safe Drinking Water For Private Well User Grant

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Dakota County received a \$100,000 Clean Water Fund grant from the Minnesota Department of Health (MDH) to help ensure safe drinking water for private well users; and

WHEREAS, the Dakota County Safe Drinking Water for Private Well Users Grant (Grant) provides funding to eligible landowners or renters to repair, reconstruct, or replace a well or treat drinking water supplies that are contaminated with arsenic, manganese, nitrate, coliform bacteria, or lead; and

WHEREAS, the Grant currently provides up to 100 percent financial assistance to Dakota County residents who use well water as their primary source of drinking water; meet "low-income" criteria as defined by the US Department of Agriculture Rural Development guidelines; and exceed a MDH drinking water guideline for arsenic, manganese, nitrate, lead, or coliform bacteria; and

WHEREAS, there are still many private well users with drinking water quality concerns in need of water treatment who may not meet the "low-income" criteria; and

WHEREAS, staff proposes to adjust the Grant cost-share and eligibility requirements to ensure expenditure of funding prior to the expiration of the Grant on June 30, 2027; and

WHEREAS, the Grant will continue to provide up to 100 percent cost share for private well users who meet low-income criteria and add an option to provide up to 50 percent cost-share for private well users who do not meet the low-income criteria; and

WHEREAS, the proposed changes are authorized under the terms of the state grant.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes staff to adjust the Safe Drinking Water for Private Well Users Grant to add an option to provide up to 50 percent cost-share for private well users who do not meet low-income criteria.

Ayes: 6

11.5 Resolution No: 25-305

Authorization To Amend Resolution No. 25-180 For Certification Of Property Assessed Clean Energy Charges For Energy Improvements On Property In City Of Lakeville

Motion: Joe Atkins

Second: Mary Hamann-Roland

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

WHEREAS, at the Port Authority's request, the County Board of Commissioners adopted Resolution 25-180, imposing a special assessment to secure a PACE loan to Lakeville Ind Acreage PRTNSHP in connection with energy improvements for Parcel 22-03600-07-011; and

WHEREAS, following the adoption of Resolution 25-180, the property affected by the special assessment was sold and subdivided, and the Port Authority finalized the PACE loan with the new owner with a lower interest rate; and

WHEREAS, the Port Authority has requested that the County Board amend the special assessment to identify the new owner and the revised PACE loan interest rate and reapportion the special assessment to place the special assessment only on the subdivided parcel that will be improved with the energy improvements financed with the PACE loan; and

WHEREAS, reapportioning the special assessment to the improved parcel

(Parcel 22-44466-01-010) will not impair collection of the full amount of the original special assessment; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Treasurer-Auditor to reapportion the full amount of the special assessment imposed under Resolution 25-180 to parcel 22-44466-01-010, extending the amended special assessment plus accruing interest on the property set forth and modified below:

Property Owner: ~~Lakeville Ind Acreage PRTNSHP~~ Likewise Lakeville 1, LLC
Parcel Number: ~~22-03600-07-011~~ 22-44466-01-010
Assessment: \$4,000,000
Interest Rate: ~~8.54%~~ 7.98%
Finance Period: 28 years
Accrual Date: 1/1/2027

; and

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

Ayes: 6

11.6 Resolution No: 25-306

Authorization To Execute Contract Amendment With Kimley-Horn And Associates, Inc. For Preliminary Engineering Services On County State Aid Highway 26 In Inver Grove Heights, County Projects 26-60 And 26-68

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Dakota County has included County Projects 26-60 and 26-68 in its Transportation Capital Improvement Program to redesign County State Aid

Highway 26 (70th Street) in Inver Grove Heights; and

WHEREAS, County Project 26-60 is a planned reconstruction of a portion of County State Aid Highway 26 between Trunk Highway 3 and County State Aid Highway 73 in Inver Grove Heights and includes an expansion to three lanes, construction of stormwater sewer, construction of multiuse trail, extension of city utilities and traffic safety, and access management improvements; and

WHEREAS, County Project 26-68 will perform pavement rehabilitation on a portion of County State Aid Highway 26 between County State Aid Highway 73 and Cahill Avenue in Inver Grove Heights and include a reduction from five lanes to three, construction of multiuse trail, extension of city utilities and traffic safety, and access management improvements; and

WHEREAS, Dakota County is the lead agency for County Projects 26-60 and 26-68; and

WHEREAS, by Resolution No. 24-153 (March 26, 2024), the Dakota County Board of Commissioners authorized staff to enter into a contract with Kimley-Horn and Associates, Inc. for design services for County Projects 26-60 and 26-68 for a not-to-exceed amount of \$518,380; and

WHEREAS, additional work to complete preliminary design was identified in the planning and public involvement phases of the project to satisfactorily address concerns regarding traffic, safety, access management, and construction; and

WHEREAS, Kimley-Horn and Associates, Inc. produced an additional work scope at the request of the County in the amount of \$98,170, incorporating additional or expanded tasks necessary to complete preliminary plans and advance the project into later phases; and

WHEREAS, the City of Inver Grove Heights is cost participating for CP 26-60 and 26-68 following cost share policies within the Dakota County 2040 Transportation Plan (July 2021); and

WHEREAS, the City of Inver Grove Heights concurs with contract amendment request; and

WHEREAS, staff recommends the continuation of the preliminary engineering contract with Kimley-Horn and Associates, Inc.; and

WHEREAS, the project has incurred additional expenses related to public involvement outside of the design contract and additional future expenses in the later stages of design are expected.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Transportation Director to amend the contract with Kimley-Horn and Associates, Inc. in an amount not to exceed

\$604,670 to allow for continuation and completion of preliminary design for County Projects 26-60 and 26-68; and

BE IT FURTHER RESOLVED, That the 2025 Transportation Capital Improvement Program budget is hereby amended as follows:

Expense

Consulting Services For County Project 26-060	\$ 79,290
Consulting Services For County Project 26-068	\$ 7,000
Public Involvement Expenses	<u>\$ 10,000</u>
Total Expense	\$ 96,290

Revenue

CSAH	\$ 81,846
Local	<u>\$ 14,444</u>
Total Revenue	\$ 96,290

Ayes: 6

11.7 Resolution No: 25-307

Authorization To Approve Letter Of Support To City Of Burnsville For Safe Streets And Roads For All Grant Application

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, the U.S. Department of Transportation is requesting project submittals for the Safe Streets and Roads for All (SS4A); and

WHEREAS, the SS4A Federal grant program funds up to 80 percent of project costs; and

WHEREAS, Federal funding of projects reduces the burden on local taxpayers for regional improvements; and

WHEREAS, the proposed grade-separated interchange at Trunk Highway 13 and Nicollet Avenue in Burnsville thus improves safety and the overall operations for commuters, freight, transit, pedestrians, and cyclists throughout the transportation network; and

WHEREAS, application submittals are due on June 26, 2025.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Board Chair to submit a letter of support to the City of Burnsville for their application to the Safe Streets and Roads for All grant program.

Ayes: 6

11.8 Resolution No: 25-308

Authorization To Execute First Contract Amendment With SRF Consulting Group, Inc., For Design Of Interchange Improvements At County State Aid Highway 50 And Interstate 35 In Lakeville, To Accept Local Road Improvement Program Grant Agreement Funds And Amend 2025 Adopted Budget, County Project 50-33

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 50-33; and

WHEREAS, CP 50-33 is the improvement of the interchange at the junction of County State Aid Highway (CSAH) 50/CSAH 5 and I-35 in Lakeville; and

WHEREAS, by Resolution No. 24-204 (April 23, 2024), the Dakota County Board of Commissioners authorized the execution of a preliminary design services contract with consultant SRF Consulting Group, Inc., (SRF) to perform preliminary and final design engineering services for a total contract amount not to exceed \$1,466,232; and

WHEREAS, the cost of the net scope adjustments and additions to be performed by SRF is \$344,030, resulting in a new contract amount not to exceed \$1,810,262; and

WHEREAS, the County Engineer recommends executing the first contract amendment with SRF for Contract Number DCA21560 for preliminary engineering of CP 50-33; and

WHEREAS, City of Lakeville and Minnesota Department of Transportation (MnDOT) staff concur with this recommendation; and

WHEREAS, MnDOT has authorized Dakota County to advance the Project using Local Road Improvement Program (LRIP) Grant funds, which have been used to reimburse Dakota County for contract costs with reference to a Grant Agreement number and a State Aid Project number; and

WHEREAS, the amount of the LRIP grant funding available for CP 50-33 is \$206,768; and

WHEREAS, MnDOT requires a Dakota County Board Resolution to authorize an amendment of the LRIP Grant Agreement; and

WHEREAS, staff recommends amending the LRIP Grant Agreement to accept the remaining available balance of \$206,768; and

WHEREAS, the 2025 Capital Improvement Program Adopted Budget requires an amendment to account for the total LRIP Grant funds received, now \$1,673,000, as state budget dollars versus the current CIP budget of \$700,000

in state funds, a net budget increase of \$973,000.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to amend the not-to-exceed contract value of \$1,466,232 for Contract Number DCA21560 with SRF Consulting Group, Inc., for County Project 50-33 to a total contract amount not to exceed \$1,810,262 including reimbursables; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Engineer/Transportation Division Director to amend the grant agreement to accept the remaining balance of \$206,768; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby agrees to the terms and conditions of the grant consistent with Minnesota Statutes §, section 174.52, and will pay the additional amount by which the cost exceeds the estimate and will return to the Local Road Improvement Program Fund any amount appropriated for the project but not required; and

BE IT FURTHER RESOLVED, That the 2025 Capital Improvement Program budget is hereby amended as follows:

Expense

CP 50-33	<u>\$973,000</u>
Total Expense	\$973,000

Revenue

Local Road Improvement Program Grant	<u>\$973,000</u>
Total Revenue	\$973,000

Ayes: 6

11.9 Resolution No: 25-309

Authorization To Award Bid And Execute Contract With OMG Midwest, Incorporated, dba Minnesota Paving & Materials, Amend Consultant Design Contract With Alliant Engineering, Incorporated, Authorize Direct Purchase Of Signal Steel From Millerbernd Manufacturing Company, LLC, And Amend 2025 Adopted Budget For County State Aid Highway 43 In Eagan, County Project 43-55

Motion: Joe Atkins

Second: Mary Hamann-Roland

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

WHEREAS, CP 43-55 is for preliminary and final engineering of improvements to County State Aid Highway (CSAH) 43 in Eagan from CSAH 32 to Wescott Road; and

WHEREAS, Dakota County is the lead agency for CP 43-55, with construction

scheduled to begin in summer 2025 following authorization of a budget amendment and execution of a construction contract; and

WHEREAS, five competitive bids were received for CP 43-55 on May 27, 2025; and

WHEREAS, OMG Midwest, Incorporated, dba Minnesota Paving & Materials submitted the low bid of \$2,856,760.28 for CP 43-55; and

WHEREAS, staff has reviewed the qualifications of the bidder and recommends award to OMG Midwest, Incorporated, dba Minnesota Paving & Materials, as the lowest responsive and responsible bidder in an amount not to exceed \$2,856,760.28; and

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

WHEREAS, by Resolution No. 24-518 (October 29, 2024), the County executed a contract amendment with Alliant Engineering, Incorporated, for preliminary and final design engineering consulting services for an amount not to exceed \$110,500; and

WHEREAS, County staff recognizes that the proposed additional tasks are necessary for the success of the project and recommends their completion; and

WHEREAS, staff negotiated a second amendment amount of \$38,195.00 with Alliant Engineering, Incorporated, bringing the total contract not to exceed amount to \$413,215.00 to complete the work; and

WHEREAS, direct purchase of the traffic signal steel greatly increases the likelihood of completing construction for CP 43-55 in the fall of 2025; and

WHEREAS, Dakota County solicited quotes from three vendors on May 27, 2025; and

WHEREAS, one vendor was non-responsive, one vendor declined to quote, and Millerbernd Manufacturing Company submitted a quote that fulfilled the project requirements on May 30, 2025; and

WHEREAS, staff has reviewed the proposed costs and determined that they reflect the fair market value of the traffic signal steel; and

WHEREAS, the total cost of the proposed contract with Millerbernd Manufacturing Company is quoted to be \$108,596.00; and

WHEREAS, a budget amendment is needed for the execution of a construction contract.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes its Transportation Director to execute a contract with OMG Midwest, Incorporated, dba Minnesota Paving & Materials in an amount not to exceed \$2,856,760.28 for County Project 43-55, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a second amendment to the contract with Alliant Engineering, Incorporated, for additional services necessary for County Project 43-55 in an amount not to exceed \$38,195.00, resulting in a total amended contract not to exceed \$413,215.00, 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 Manager, or their designee, to execute a contract with Millerbernd Manufacturing Company for the procurement of signal steel in the amount not to exceed \$108,596.00 for County Project 43-55, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2025 Capital Improvement Program budget is hereby amended as follows:

Expense

CP 43-55 \$1,721,100

Total Expense **\$1,721,100**

Revenue

CP 43-55 (CSAH) \$1,721,100

Total Revenue **\$1,721,100**

Ayes: 6

11.10 Resolution No: 25-310

Approval Of Final Plats Recommended By Plat Commission

Motion: Joe Atkins

Second: Mary Hamann-Roland

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:

FARMINGTON INDUSTRIAL PARK 4TH ADDITION Farmington

Ayes: 6

11.11 Resolution No: 25-311

Authorization To Execute Sublease Agreement Between Dakota County And State Of Minnesota Department Of Administration For Office Space Located In Burnsville Workforce Center

Motion: Joe Atkins

Second: Mary Hamann-Roland

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

WHEREAS, the State of Minnesota Department of Administration, acting for the benefit of the Department of Employment and Economic Development (DEED), has executed a lease agreement with Gateway Investors LLC for office space located at 350 West Burnsville Parkway, in Burnsville, MN; and

WHEREAS, the Dakota County Department of Employment and Economic Assistance will execute a sublease agreement with DEED to use approximately 396 square feet of space to provide employment-related services from January 1, 2025, through December 31, 2029; and

WHEREAS, Facilities Management, along with Employment and Economic Assistance staff and the State of Minnesota Department of Administration, acting for the benefit of DEED, have agreed to the sublease agreement terms for the space; and

WHEREAS, the rental rate is based on, and matches, the negotiated rate between DEED and the landlord; and

WHEREAS, the County Board finds that the lease is consistent with the County's interest in providing employment-related services.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to execute a sublease agreement, substantially as attached, with the State of Minnesota Department of Administration, acting for the benefit of the Department of Employment and Economic Development for use of approximately 396 square feet of space, according to the following rental rates,

subject to approval by the County Attorney's Office as to form:

January 1 through December 31, 2025 - \$27.13 per square foot, or \$10,743.48 per year.

January 1 through December 31, 2026 - \$28.08 per square foot, or \$11,119.68 per year.

January 1 through December 31, 2027 - \$29.06 per square foot, or \$11,507.76 per year.

January 1 through December 31, 2028 - \$30.07 per square foot, or \$11,907.72 per year.

January 1 through December 31, 2029 - \$31.13 per square foot, or \$12,327.48 per year.

Ayes: 6

11.12 Resolution No: 25-312

Authorization To Submit Amendments Of Regional Bicycle Transportation Network To Metropolitan Council

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Dakota County has adopted Greenway Master Plans and completed the 2040 Transportation Plan to identify trail needs along County highways and within greenway corridors; and

WHEREAS, the Metropolitan Council has identified the Regional Bicycle Transportation Network (RBTN) as priority corridors for regional bicycle planning and investment; and

WHEREAS, on May 6th, 2025, the Metropolitan Council notified agencies that a process had begun to consider changes to the RBTN; and

WHEREAS, 14 recommended changes in Dakota County have been identified that may be eligible to be added or amended to the RBTN.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the submission of an amendment to the Regional Bicycle Transportation Network to the Metropolitan Council to designate changes to the Regional Bicycle Transportation Network Corridors:

- 1) CSAH 63 - CSAH 8 to CSAH 4: Corridor Extension
- 2) CSAH 73/Barns Ave - CSAH 28 to CSAH 71: Corridor Extension
- 3) CSAH 71/Rich Valley Blvd. - CSAH 149 to CSAH 32: New
- 4) CSAH 28 - CSAH 56 to Blaine Ave & Hwy 3 to CSAH 63: Corridor Extensions
- 5) CSAH 43/Lexington - CSAH 32/Cliff Rd to TH 13: New
- 6) CSAH 11 - CSAH 38 to CSAH 32: New
- 7) CSAH 73/Akon Ave - CSAH 32 to CSAH 42: New
- 8) CSAH 46 - Akron Ave. to CSAH 31: New
- 9) CSAH 9/179th - CSAH 23/Cedar to Diamond Path: New

- 10) Vermillion Highlands Greenway - CSAH 42 to Farmington via Whitetail Woods: New
- 11) CSAH 54 - Hastings to Goodhue County (Extension of Mississippi River Greenway): New
- 12) CSAH 9 - Lakeville to Scott County: New
- 13) CSAH 70 - CSAH 9 to Scott County: New
- 14) Mill Towns State Trail - Cannon Falls to Northfield via Randolph: New

Ayes: 6

11.13 Resolution No: 25-313

Authorization To Grant Easement To City Of Farmington For Extension Of Spruce Street

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, the County of Dakota owns Parcel Identification Number 14-03600-05-012 (Property) in the City of Farmington (City), which is currently used for Transportation purposes; and

WHEREAS, the City is planning to extend Spruce Street from Dushane Parkway to Eaton Avenue to accommodate future development; and

WHEREAS, the extension of Spruce Street requires a 35-foot-wide permanent right of way easement on the southern portion of the Property, encompassing 11,759 square feet, legally described as follows:

The South 35.00 feet of the West 10 acres of the Southwest Quarter of the
Northeast Quarter of Section 36, Township 114, Range 20, Dakota
County,
Minnesota.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby grants and authorizes the Board Chair to execute the permanent right of way easement legally described above to the City of Farmington to extend Spruce Street, subject to approval by the County Attorney's Office as to form.

Ayes: 6

11.14 Resolution No: 25-314

Approval Of Dakota County Consortium 2025-2029 Five-Year Consolidated Plan And Fiscal Year 2025 One-Year Action Plan For Community Development Block Grant, HOME Investment Partnerships, And Emergency Solutions Grant Programs

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, Dakota County is an Entitlement County for funds through the Community Development Block Grant (CDBG) Program and Emergency Solutions Grant (ESG) Program and a Participating Jurisdiction for the HOME Investment Partnerships (HOME) Program; and

WHEREAS, Dakota County's Participating Jurisdiction status under the HOME Program pertains to a multi-jurisdiction consortium created in 1992 that includes Anoka, Washington, and suburban Ramsey Counties and the City of Woodbury (HOME Consortium); and

WHEREAS, Dakota County is designated as the Lead Agency for the HOME Consortium, responsible for certain administrative and reporting functions of the HOME Program; and

WHEREAS, the Dakota County Community Development Agency (CDA) administers the CDBG, HOME, and ESG programs on behalf of Dakota County, thereby requiring agreements between the U.S. Department of Housing and Urban Development (HUD) and Dakota County for the CDBG, HOME, and ESG funds and between Dakota County and the Dakota County CDA for CDBG, HOME, and ESG program administration; and

WHEREAS, HUD requires the development and submission of the 2025-2029 Five-Year Consolidated Plan that outlines the strategies and objectives of Dakota County's use of the federal funds; and

WHEREAS, HUD further requires the development and submission of the Fiscal Year (FY) 2025 One-Year Action Plan that proposes the allocation of the annual CDBG, HOME, and ESG funds to local governments and housing providers in the County; and

WHEREAS, CDA staff have worked with participating communities and agencies to identify CDBG, HOME, and ESG activities for FY 2025; and

WHEREAS, the proposed activities for HUD funds meet the housing and community development priorities identified in the Dakota County 2025-2029 Five-Year Consolidated Plan; and

WHEREAS, the Dakota County FY 2025 CDBG allocation is \$1,893,442 with \$400,000 of anticipated program income; the Dakota County FY 2025 HOME allocation is \$907,655.92, including program income (Consortium total of \$2,549,959.03); and the Dakota County FY 2025 ESG allocation is \$164,692; and

WHEREAS, CDA staff recommends allocating FY 2025 CDBG funds to 26 eligible activities for cities and townships, three Countywide activities, and two grant administration activities as follows: affordable housing rehab (64%), public services (12%), neighborhood revitalization (5.5%), planning (4%), downpayment assistance (2.5%), and grant administration (12.5%); and

WHEREAS, CDA staff recommends allocating FY 2025 HOME funds to four eligible activities as follows: affordable rental housing (36.5%), affordable homeowner housing (36.5%), Community Housing Development Organization

activities (13%), and grant administration (14%); and

WHEREAS, CDA staff recommends allocating FY 2025 ESG funds to five eligible activities as follows: emergency shelter operations (60%), rapid re-housing activities (27.5%), homelessness prevention activities (2%), Homeless Management Information System (3%), and grant administration (7.5%); and

WHEREAS, HUD requires a public notice be published and a public hearing be held to receive comments and inform the public on the Dakota County Consortium 2025-2029 Five-Year Consolidated Plan and the FY 2025 One-Year Action Plan; and

WHEREAS, public notice of a minimum 30-day public comment period was published in the Hastings Journal and the Star Tribune on March 6, 2025, and a public hearing notice was published in the Hastings Journal and Star Tribune on April 3, 2025, and posted on the Dakota County CDA website at www.dakotacda.org; and

WHEREAS, the Dakota County Board of Commissioners conducted a public hearing on April 22, 2025, to receive comments on the Dakota County 2025-2029 Five-Year Consolidated Plan and Fiscal Year 2025 One-Year Action Plan, and no comments were received at the hearing nor were comments submitted to the CDA.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners approves the Dakota County Consortium 2025-2029 Five-Year Consolidated Plan and Fiscal Year 2025 One-Year Action Plan for submission to the Department of Housing and Urban Development and hereby approves the 2025 Residential Anti-Displacement and Relocation Assistance Plan, the 2025 Written Standards for the Emergency Solutions Grant Program, and the 2025 Citizen Participation Plan; and

BE IT FURTHER RESOLVED, That the County Board Chair is hereby authorized to sign the application to the Department of Housing and Urban Development for Fiscal Year 2025 Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant Programs and the Local Government and Specific Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant Certifications; and

BE IT FURTHER RESOLVED, That the County Board Chair is hereby authorized to execute Fiscal Year 2025 Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant agreements with the Department of Housing and Urban Development for the acceptance of Community Development Block Grant funds totaling \$1,893,442, HOME Investment Partnership funds totaling \$2,549,959.03 for the Consortium with \$907,655.92 distributed to Dakota County including program income, and Emergency Solutions Grant funds totaling \$164,692; and a subrecipient

agreement with the Dakota County Community Development Agency for the administration of the Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant Programs, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Community Development Agency Director of Community and Economic Development is hereby designated as the certifying officer for environmental reviews for the Community Development Block Grant, HOME Investment Partnerships, Emergency Solutions Grant Programs, and Capital Fund Projects.

Ayes: 6

12. Public Services and Revenue

12.1 Resolution No: 25-315

Approval Of Application For Assemblage Of Large Numbers Of People License For Little Log House Properties, Inc.

Motion: Joe Atkins

Second: Mary Hamann-Roland

WHEREAS, an application has been submitted by Little Log House Properties, Inc. to hold the Antique Power Show at Little Log House Properties in Marsha Township; and

WHEREAS, the Dakota County Board of Commissioners is the local governing body having jurisdiction over the proposed license, and the application has been reviewed for compliance with the County Ordinance No. 112 and has been approved by the Public Services and Revenue Division, Public Health Department, Risk Management Department, Transportation Department and Sheriff's Office; and

WHEREAS, Marshan Township approved the application on June 17, 2025.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the application for Assemblage of Large Numbers of People License received by Little Log House Properties, Inc. to hold the Antique Power Show on July 25-27, 2025, from 10:00 a.m. until 5:00 p.m. each day at Little Log House Properties in Marshan Township, and authorizes the Public Services and Revenue division to issue the license.

Ayes: 6

REGULAR AGENDA

13. Central Operations

13.1 Report On Results Of 2025 Multi-County Residential Opinion Survey

Erin Caldwell, Polco Representative, presented this item and responded to questions.

The presentation summarized findings from the 2025 multi-county residential

opinion survey of Dakota County, emphasizing community diversity and feedback. Key issues included the influence of water quality on responses, the need for deeper analysis of trends, and challenges in defining affordable housing. It highlighted the Dakota County Community Development Agency's role in housing issues and the importance of continuous data collection for policy and community improvement.

Information only; no action requested.

13.2 Resolution No: 25-316

Authorization To Issue And Award Sale Of General Obligation Capital Improvement Plan Bonds, Series 2025A And Adopt Post-Issuance Debt Compliance Policy

Motion: Mary Hamann-Roland

Second: William Droste

Leng Vang, Deputy Finance Director, presented this topic and responded to questions. Dan Tienter, Municipal Advisor from Ehlers, also presented and discussed details about the bond award.

The discussion on Dakota County's credit rating and bond issuance reveals the financial advantages of having an AAA rating, which boosts market confidence for essential services. Ehlers points out that the bonds are backed by general obligation, ensuring the county's commitment to bond payments and highlighting the stability provided by the AAA rating. Commissioners thanked the county staff for their efforts.

This item was approved as amended.

WHEREAS, on January 7, 2025, the County Board held a hearing on the Bond Capital Improvement Plan (CIP) to receive public comments on the County's intent to issue general obligation bonds (Bonds) for the construction of a Lebanon Hills Maintenance Facility and improvements to the Wentworth and Burnhaven libraries; and

WHEREAS, following the public hearing, the County Board approved the Bond CIP, in the maximum principal amount of \$38,240,000; and

WHEREAS, on March 11, 2025, the County Board called for the sale of \$38,140,000; and

WHEREAS, due to delays in the process and reduction in capitalized interest, the presale amount was \$37,930,000; and

WHEREAS, the County's financial advisor, Ehlers and Associates, Inc., ("Ehlers") accepted bids on June 23, 2025; and

WHEREAS, Ehlers recommends the qualified bid with lowest true interest cost; and

WHEREAS, the County of Dakota, Minnesota, has previously issued, and may in the future issue, bonds, notes, or other debt obligations; and

WHEREAS, compliance with federal tax laws, securities laws, and other applicable regulations is essential to maintain the tax-exempt status or tax-advantaged nature of such debt obligations, and to avoid penalties, sanctions, or other adverse consequences for the County; and

WHEREAS, the County recognizes its ongoing responsibility to ensure compliance with all covenants, representations, and requirements related to its outstanding debt obligations throughout their term; and

WHEREAS, a comprehensive Post-Issuance Debt Compliance Policy provides a framework for managing and monitoring the County's compliance obligations, thereby mitigating risks, protecting the County's financial integrity, and promoting sound financial management.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves as follows:

1. Adoption of Policy: The Post-Issuance Debt Compliance Policy, in substantially the form as presented, is hereby adopted by the County.
2. Implementation and Responsibility: The County Manager, in conjunction with the Finance Director, is hereby authorized and directed to implement and administer the Post-Issuance Debt Compliance Policy and to establish such procedures, controls, and training as may be necessary or appropriate to ensure ongoing compliance with the Policy. All relevant County departments and personnel are directed to cooperate fully in the execution of this Policy.
3. Regular Review: The Post-Issuance Debt Compliance Policy shall be reviewed periodically, by the Finance Director and presented to the Senior Leadership Team or the Board of Commissioners for review and potential amendment, to ensure its continued effectiveness and compliance with applicable laws and regulations.
4. Authorization for Action: The County Manager and Finance Director are further authorized to take all actions necessary or appropriate to ensure compliance with the Post-Issuance Debt Compliance Policy, including but not limited to, maintaining necessary records, filing reports, engaging outside counsel or financial advisors as needed, and reporting any significant non-compliance issues to the Board of Commissioners.
5. Effective Date: This Resolution shall be effective immediately upon its adoption. The Finance Director shall update any other county policy or procedure to fully implement the Post-Issuance Debt Compliance Policy.

; and

BE IT FURTHER RESOLVED, by the Board of County Commissioners (the "Board") of Dakota County, Minnesota (the "County"), as follows:

SECTION 1. AUTHORIZATION AND SALE.

1.01. Authorization. On January 7, 2025, this Board held a public hearing on the adoption of its Capital Improvement Plan (the "Plan") and the question of issuing General Obligation Capital Improvement Plan Bonds pursuant to Minnesota Statutes, Section 373.40 in an amount not to exceed \$38,240,000 for the purpose of financing construction of projects described in the Plan (the "Project"), after notice duly published in the official newspaper of the County as set forth in Minnesota Statutes, Section 373.40, subdivision 2. No petition requesting a vote on the question of adopting the Plan or issuing the Bonds was filed within 30 days of January 7, 2025.

By resolution adopted on March 11, 2025, this Board determined it to be in the best interest of the County for the County to issue its General Obligation Capital Improvement Plan Bonds, Series 2025A (the "Bonds"), in an amount not to exceed \$38,240,000, to finance the Project and the costs of issuance of the Bonds.

The maximum principal and interest to become due in any year on the Bonds (\$3,041,775.00) and all other bonds issued by the County under Minnesota Statutes, Section 373.40 (\$0) is less than 0.12 percent (\$90,386,408) of the estimated market value of property in the County (approximately \$75,322,006,900). This Board hereby finds that the Bonds may be issued without an election pursuant to Minnesota Statutes, Section 373.40, subdivision 2.

1.02. Sale. The County has retained Ehlers & Associates, Inc. ("Ehlers") as independent municipal advisor in connection with the sale of the Bonds. Pursuant to Minnesota Statutes, Section 475.60, subdivision 2, paragraph 9, the requirements as to a public sale do not apply to the issuance of the Bonds. Pursuant to the Preliminary Official Statement prepared on behalf of the County by Ehlers, proposals for the purchase of the Bonds were received at or before the time specified for receipt of proposals.

The proposals have been opened, publicly read and considered and the purchase price, interest rates and net interest cost under the terms of each proposal have been determined. The most favorable proposal received is that of Raymond James & Associates, Inc., in St. Petersburg, Florida (the "Purchaser"), to purchase the Bonds in the principal amount of \$35,640,000, at a price of \$37,683,424.49 plus accrued interest, if any, on all Bonds to the day of delivery and payment, on the further terms and conditions hereinafter set forth.

1.03. Award. The sale of the Bonds is hereby awarded to the Purchaser, and the Chairperson and County Financial Services Director are hereby authorized and directed to execute a contract on behalf of the County for the sale of the Bonds in accordance with the Preliminary Official Statement. The good faith deposit of the Purchaser shall be retained and deposited by the County until the Bonds have been delivered, and shall be deducted from the purchase price paid at settlement.

1.04. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed precedent to and in the valid issuance of the Bonds having been done, now existing, having happened and having been performed, it is now necessary for the Board to establish the form and terms of the Bonds, to provide security therefor and to issue the Bonds forthwith.

SECTION 2. BOND TERMS; REGISTRATION; EXECUTION AND DELIVERY.

2.01. Maturities; Interest Rates; Denominations and Payment. The Bonds shall be originally dated as of July 10, 2025, shall be in the denomination of \$5,000 each, or any integral multiple thereof, of single maturities. The Bonds shall mature on February 1 in the years and amounts stated below, and shall bear interest from date of original issue until paid or duly called for redemption at the annual rates set forth opposite such years and amounts, as follows:

<u>Maturity</u>	<u>Principal Amount</u>		<u>Rate</u>	<u>Maturity</u>
	<u>Principal</u>	<u>Amount</u>	<u>Rate</u>	
2027	\$1,395,000		2036	\$2,165,000
		5.00%		
2028	1,465,000	5.00	2037	2,270,000
		5.00%		
2029	1,535,000	5.00	2038	2,385,000
		4.000		
2030	1,615,000	5.00	2039	2,480,000
		4.000		
2031	1,695,000	5.00	2040	2,580,000
		4.000		
2032	1,780,000	5.00	2041	2,685,000
		4.000		
2033	1,870,000	5.00	2043	5,700,000
		4.375		
2034	1,960,000	5.00		
2035	2,060,000	5.00		

The Bonds shall be issuable only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof shall be payable by check or draft issued by the Registrar described herein, provided that, so long as the Bonds are registered in the name of a securities depository,

or a nominee thereof, in accordance with Section 2.07 hereof, principal and interest shall be payable in accordance with the operational arrangements of the securities depository.

2.02. Dates and Interest Payment Dates. Upon initial delivery of the Bonds pursuant to Section 2.06 and upon any subsequent transfer or exchange pursuant to Section 2.05, the date of authentication shall be noted on each Bond so delivered, exchanged or transferred. Interest on the Bonds shall be payable semiannually on February 1 and August 1, commencing February 1, 2026, each such date being referred to herein as an Interest Payment Date, to the person in whose name the Bonds are registered on the Bond Register, as hereinafter defined, at the Registrar's close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date, whether or not such day is a business day. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months.

2.03. Redemption. Bonds maturing in 2036 and later years shall be subject to redemption and prepayment at the option of the County, in whole or in part, in such order of maturity dates as the County may select and, within a maturity, by lot as selected by the Registrar (or, if applicable, by the bond depository in accordance with its customary procedures) in multiples of \$5,000, on February 1, 2035, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption.

The County Financial Services Director shall cause notice of the call for redemption thereof to be published if and as required by law and, at least thirty days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail, to the registered holders of any Bond to be redeemed at their addresses as they appear on the bond register described in Section 2.05 hereof, provided that notice shall be given to any securities depository in accordance with its operational arrangements. No defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the County shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the registered owner without charge, representing the remaining principal amount outstanding.

Bonds maturing on February 1, 2043 (the "Term Bonds") shall be subject to mandatory redemption prior to maturity pursuant to the sinking fund requirements of this Section 2.03 at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

Year

Principal Amount

2041	\$2,685,000
2042	2,790,000
2043*	2,910,000
_*Stated Maturity	

Notice of redemption shall be given as provided in the preceding paragraph.

2.04. Appointment of Initial Registrar. The County hereby appoints Bond Trust Services Corporation, in Roseville, Minnesota, as the initial registrar, transfer agent and paying agent (the "Registrar"). The Chairperson and County Financial Services Director are authorized to execute and deliver, on behalf of the County, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, such corporation shall be authorized to act as successor Registrar. The County agrees to pay the reasonable and customary charges of the Registrar for the services performed. The County reserves the right to remove the Registrar, effective upon not less than thirty (30) days' written notice and upon the appointment of (and acceptance of such appointment by) a successor Registrar, in which event the predecessor Registrar shall deliver all cash and Bonds in its possession to the successor Registrar and shall deliver the bond register to the successor Registrar.

2.05. Registration. The effect of registration and the rights and duties of the County and the Registrar with respect thereto shall be as follows:

(a) Register. The Registrar shall keep at its principal corporate trust office a bond register in which the Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until such interest payment date.

(c) Exchange of Bonds. Whenever any Bonds are surrendered by the registered owner for exchange the Registrar shall authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity, as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. All Bonds surrendered upon any transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the

County.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The County and the Registrar may treat the person in whose name any Bond is at any time registered in the bond register as the absolute owner of the Bond, whether the Bond shall be overdue or not, for the purpose of receiving payment of or on account of, the principal of and interest on the Bond and for all other purposes; and all payments made to any registered owner or upon the owner's order shall be valid and effectual to satisfy and discharge the liability upon Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds (except for an exchange upon a partial redemption of a Bond), the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the County and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the County. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, Subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the County, evidencing the same debt, and entitled to the same benefits under this Resolution as the Bonds surrendered upon such transfer or exchange.

2.06. Execution, Authentication and Delivery. The Bonds shall be prepared under the direction of the County Financial Services Director and shall be executed on behalf of the County by the signatures of the Chairperson and County Financial Services Director, provided that the signatures may be printed, engraved or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the delivery of any Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this Resolution. When the Bonds have been prepared, executed and authenticated, the County Financial Services Director shall deliver them to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

2.07. Securities Depository. (a) For purposes of this section the following terms shall have the following meanings:

“Beneficial Owner” shall mean, whenever used with respect to a Bond, the person in whose name such Bond is recorded as the beneficial owner of such Bond by a Participant on the records of such Participant, or such person’s subrogee.

“Cede & Co.” shall mean Cede & Co., the nominee of DTC, and any successor nominee of DTC with respect to the Bonds.

“DTC” shall mean The Depository Trust Company of New York, New York.

“Participant” shall mean any broker-dealer, bank or other financial institution for which DTC holds Bonds as securities depository.

“Representation Letter” shall mean the Representation Letter pursuant to which the sender agrees to comply with DTC’s Operational Arrangements.

(b) The Bonds shall be initially issued as separately authenticated fully registered bonds, and one Bond shall be issued in the principal amount of each stated maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the bond register in the name of Cede & Co., as nominee of DTC. The Registrar and the County may treat DTC (or its nominee) as the sole and exclusive owner of the Bonds registered in its name for the purposes of payment of the principal of or interest on the Bonds, selecting the Bonds or portions thereof to be redeemed, if any, giving any notice permitted or

required to be given to registered owners of Bonds under this resolution, registering the transfer of Bonds, and for all other purposes whatsoever, and neither the Registrar nor the County shall be affected by any notice to the contrary. Neither the Registrar nor the County shall have any responsibility or obligation to any Participant, any person claiming a beneficial ownership interest in the Bonds under or through DTC or any Participant, or any other person which is not shown on the bond register as being a registered owner of any Bonds, with respect to the accuracy of any records maintained by DTC or any Participant, with respect to the payment by DTC or any Participant of any amount with respect to the principal of or interest on the Bonds, with respect to any notice which is permitted or required to be given to owners of Bonds under this resolution, or with respect to any consent given or other action taken by DTC as registered owner of the Bonds. So long as any Bond is registered in the name of Cede & Co., as nominee of DTC, the Registrar shall pay all principal of and interest on such Bond, and shall give all notices with respect to such Bond, only to Cede & Co. in accordance with DTC's Operational Arrangements, and all such payments shall be valid and effective to fully satisfy and discharge the County's obligations with respect to the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than DTC shall receive an authenticated Bond for each separate stated maturity evidencing the obligation of the County to make payments of principal and interest. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the Bonds will be transferable to such new nominee in accordance with paragraph (e) hereof.

(c) In the event the County determines that it is in the best interest of the Beneficial Owners that they be able to obtain Bonds in the form of bond certificates, the County may notify DTC and the Registrar, whereupon DTC shall notify the Participants of the availability through DTC of Bonds in the form of certificates. In such event, the Bonds will be transferable in accordance with paragraph (e) hereof. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the County and the Registrar and discharging its responsibilities with respect thereto under applicable law. In such event the Bonds will be transferable in accordance with paragraph (e) hereof.

(d) The execution and delivery of the Representation Letter to DTC by the Chairperson or County Financial Services Director, if not previously filed, is hereby authorized and directed.

(e) In the event that any transfer or exchange of Bonds is permitted under paragraph (b) or (c) hereof, such transfer or exchange shall be accomplished upon receipt by the Registrar of the Bonds to be transferred or exchanged and appropriate instruments of transfer to the permitted transferee in accordance with the provisions of this resolution. In the event Bonds in the form of certificates are issued to owners other than Cede & Co., its successor as nominee for DTC as owner of all the Bonds, or another securities depository as owner of all the Bonds, the provisions of this resolution shall also apply to all

matters relating thereto, including, without limitation, the printing of such Bonds in the form of bond certificates and the method of payment of principal of and interest on such Bonds in the form of bond certificates.

2.08. Form of Bonds. The Bonds shall be prepared in substantially the form attached as Exhibit A hereto.

SECTION 3. GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2025A CONSTRUCTION FUND. There is hereby established in the official books and records of the County a separate General Obligation Capital Improvement Plan Bonds, Series 2025A Construction Fund (the "Construction Fund"). The County Financial Services Director shall continue to maintain the Construction Fund until all costs and expenses incurred in connection with the Project have been duly paid or provided for. The County hereby appropriates to the Construction Fund proceeds of the Bonds in the amount of \$36,764,924.28, representing the estimated cost of the Project (\$36,600,357.28) and costs of issuance of the Bonds (\$164,567.00). After payment of all costs incurred with respect to the Project, the Construction Fund shall be discontinued and any proceeds of the Bonds remaining therein shall be credited to the Bond Fund described in Section 4 hereof.

SECTION 4. GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2025A BOND FUND. The Bonds shall be payable from a separate General Obligation Capital Improvement Plan Bonds, Series 2025A Bond Fund (the "Bond Fund") of the County, which Bond Fund the County agrees to maintain until the Bonds have been paid in full. Into the Bond Fund shall be paid: (a) proceeds of the Bonds in the amount of \$918,500.21; (b) any funds received from the Purchaser upon delivery of the Bonds in excess of the amount required by Section 3 to be credited to the Construction Fund and amounts for payment of costs of issuance of the Bonds; (c) the amounts specified in Section 3 above, after payment of all costs of the Project; (d) all taxes levied and collected pursuant to Section 5; and (e) any other funds appropriated by the Board for the payment of the Bonds. The principal of and interest on the Bonds shall be payable from the Bond Fund, and the money on hand in the Bond Fund from time to time shall be used only to pay the principal of and interest on the Bonds. On or before each principal and interest payment date for the Bonds, the County Financial Services Director is directed to remit to the Registrar from funds on deposit in the Bond Fund the amount needed to pay principal and interest on the Bonds on the next succeeding principal and interest payment date. If the balance in the Bond Fund is at any time insufficient to pay all interest and principal then due on all Bonds payable therefrom, the payment shall be made from any fund of the County which is available for that purpose, subject to reimbursement from the Bond Fund when the balance therein is sufficient, and the County covenants and agrees that it will each year levy a sufficient amount of ad valorem taxes to take care of any accumulated or anticipated deficiency, which levy is not subject to any constitutional or statutory limitation.

SECTION 5. PLEDGE OF TAXING POWERS. For the prompt and full payment

of the principal of and interest on the Bonds as such payments respectively become due, the full faith, credit and unlimited taxing powers of the County shall be and are hereby irrevocably pledged. In order to produce aggregate amounts not less than 5% in excess of the amounts needed to meet when due the principal and interest payments on the Bonds, ad valorem taxes are hereby levied on all taxable property in the County, the taxes to be levied and collected in the following years and amounts:

Levy Years Collection Years Amount

See attached Schedule I

The taxes shall be irrepealable as long as any of the Bonds are outstanding and unpaid, provided that the County reserves the right and power to reduce the tax levies from other legally available funds, in accordance with the provisions of Minnesota Statutes, Section 475.61.

SECTION 6. BOND FUND BALANCE RESTRICTION. In order to ensure compliance with the Internal Revenue Code of 1986, as amended (the "Code"), and applicable Treasury Regulations thereunder (the "Regulations"), upon allocation of any funds to the Bond Fund, the balance then on hand in the Bond Fund shall be ascertained. If it exceeds the amount of principal and interest on the Bonds to become due and payable through February 1 next following, plus a reasonable carryover equal to 1/12th of the debt service due in the following bond year, the excess shall (unless an opinion is otherwise received from bond counsel) be used to prepay the Bonds, or invested at a yield which does not exceed the yield on the Bonds calculated in accordance with Section 148 of the Code.

SECTION 7. Defeasance. When all of the Bonds have been discharged as provided in this Section, all pledges, covenants and other rights granted by this Resolution to the registered owners of the Bonds shall cease. The County may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or, if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The County may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms by depositing with the Registrar on or before that date an amount equal to the principal, redemption premium, if any, and interest then due, provided that notice of such redemption has been duly given as provided herein. The County may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a bank or trust company qualified by law as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited, bearing interest payable at such time and at such rates and maturing or callable at the holder's option on such

dates as shall be required to pay all principal and interest to become due thereon to maturity or earlier designated redemption date, provided, however, that if such deposit is made more than ninety days before the maturity date or specified redemption date of the Bonds to be discharged, the County shall have received a written opinion of Bond Counsel to the effect that such deposit does not adversely affect the exemption of interest on any Bonds from federal income taxation and a written report of an accountant or investment banking firm verifying that the deposit is sufficient to pay when due all of the principal and interest on the Bonds to be discharged on and before their maturity dates or, if notice of redemption as herein required has been irrevocably provided for, to such earlier redemption date.

SECTION 8. TAX COVENANTS; ARBITRAGE MATTERS AND CONTINUING DISCLOSURE.

8.01. Covenant. The County covenants and agrees with the owners from time to time of the Bonds, that it will not take, or permit to be taken by any of its officers, employees or agents, any action which would cause the interest on the Bonds to become includable in gross income of the recipient under the Code and applicable Regulations, and covenants to take any and all affirmative actions within its powers to ensure that the interest on the Bonds will not become includable in gross income of the recipient under the Code and applicable Regulations. The County represents and covenants that all improvements financed from the proceeds of the Bonds are and will be owned and operated by the County and available for use by members of the general public on a substantially equal basis. The County has not entered and will not enter into any lease, management contract, operating agreement, use agreement or other contract relating to the use, operation or maintenance of the Project or any part thereof which would cause the Bonds to be considered "private activity bonds" or "private loan bonds" pursuant to Section 141 of the Code.

8.02. Arbitrage Certification. The Chairperson and County Financial Services Director being the officers of the County charged with the responsibility for issuing the Bonds pursuant to this Resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with the provisions of Section 148 of the Code and applicable Regulations, stating that on the basis of facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds, it is reasonably expected that the proceeds of the Bonds will not be used in a manner that would cause

Ayes: 5

Mike Slavik, Joe Atkins, William Droste, Liz Workman, and Mary Hamann-Roland

Nay: 1

Mary Liz Holberg

14. Closed Executive Session

14.1 Resolution No: 25-317

Closed Executive Session: Discussion Of Legal Strategy In Caleb Duffy v. Dakota County, et al.

Motion: Joe Atkins

Second: William Droste

The time being 10:02 a.m. and pursuant to public notice, the County Board recessed to Conference Room 3A, Administration Center, to conduct in accordance with Minnesota Statutes sections 13D.021 and 13D.03 a Closed Executive Session to discuss the legal strategy in Caleb Duffy v. Dakota County et al.

Will Topka, Attorney IV, briefed this item.

The following were present:

Commissioner Mike Slavik, District 1
Commissioner Joe Atkins, District 2
Commissioner Bill Droste, District 4
Commissioner Liz Workman, District 5
Commissioner Mary Liz Holberg, District 6
Commissioner Mary Hamann-Roland, District 7
Kathy Keena, County Attorney
Tom Donely, First Assistant County Attorney
Justin Hagel, Attorney IV
Allie Gruttner, Law Clerk
Heid Welsch, County Manager
David McKnight, Deputy County Manager
Liz Hansen, Administrative Coordinator
Sarah Fenske, Risk Management Coordinator
Jenny Groskopf, Manager Risk Homeland Security
Joseph Leko, County Sheriff
James Gabriel, Commander

The Closed Executive Session continued until 10:37 a.m., at which time the Board reconvened the County Board meeting with all members present.

WHEREAS, Caleb Duffy, by and through his legal guardian Brian Duffy, (Caleb) was an inmate in the Dakota County jail when he claims Dakota County employees, among others, were deliberately indifferent to his serious medical needs and were negligent; and

WHEREAS, Caleb commenced a lawsuit against Dakota County and Dakota County correctional deputies and officers; and

WHEREAS, the Dakota County Board of Commissioners (Board) seeks legal advice from the County Attorney with respect to litigation strategy, the public disclosure of which would be detrimental to the County's defense of this matter; and

WHEREAS, pursuant to Minn. Stat. § 13D.05, subd. 3(b), the Board by resolution may close a meeting as permitted by the attorney-client privilege.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby closes the Board meeting on June 24, 2025, and recesses to conference room 3A to discuss with the County Attorney the legal strategy in *Caleb Duffy v. Dakota County et al*, United States District Court for the District of Minnesota Court File No.: 24-cv-02777.

Ayes: 6

15. Interagency Reports/Commissioner Updates

Interagency reports and Commissioner updates were presented.

16. County Manager's Report

County Manager Heidi Welsch commended the finance department for their excellent performance, which includes achieving a high bond rating and receiving a budget award for 2025. David McKnight, Deputy County Manager, introduced two new department directors: Will Wallo, the new finance director who has experience in both the public and private sectors, and Tony Gomes, the new IT director with a strong background in IT management across various companies. Both directors expressed their gratitude and eagerness to contribute to the success of Dakota County.

17. Information

17.1 Information

See Attachment for future Board meetings and other activities.

18. Adjournment

18.1 Resolution No: 25-318 Adjournment

Motion: Mary Hamann-Roland

Second: Liz Workman

On a motion by Commissioner Mary Hamann-Roland, seconded by Commissioner Liz Workman, the meeting was adjourned at 10:37 a.m.

Ayes: 6

Mike Slavik
Chair

ATTEST

Heidi Welsch
County Manager



Board of Commissioners

Request for Board Action

Item Number: DC-4486

Agenda #: 6.1

Meeting Date: 7/8/2025

DEPARTMENT: Environmental Resources

FILE TYPE: Consent Action

TITLE

Authorization To Execute Third Contract Amendment With The Boldt Company For Construction Manager/General Contractor Services For Phase II Of Byllesby Dam Water-To-Wire Development Project And Amend Total Project Budget

RESOLUTION

WHEREAS, by Resolution No. 15-532 (October 20, 2015), the Dakota County Board of Commissioners authorized staff to execute a contract for preliminary design tasks on a turbine upgrade project to replace the existing century-old equipment in the dam; and

WHEREAS, to complete this project, County staff developed a team including an engineering consultant to provide project design, a turbine manufacturer to provide turbine and generation equipment in a complete package (e.g., water-to-wire equipment), and a general contractor for installation of the equipment and modification to the powerhouse structure; and

WHEREAS, due to the complexities in the design, construction, and installation of the water-to-wire facilities, including new turbines and generators to maximize the electric power output of the dam in the future, staff concluded that the standard low bid methodology of awarding the construction contract was not appropriate and was unlikely to provide the best value to the County; and

WHEREAS, by Resolution No. 18-538 (October 23, 2018), in accordance with the authority granted in Minn. Stat. 130G.535, the County Board approved utilizing a special type of contractor relationship that provides both construction management and general contractor services on the project and allows staff to develop and solicit a request for qualification for services; and

WHEREAS, by Resolution No. 19-773 (October 29, 2019), the Dakota County Board of Commissioners authorized the execution of a contract with The Boldt Company to perform Construction Manager/General Contractor Services related to the redevelopment of the site for the project; and

WHEREAS, by Resolution No. 21-368 (July 20, 2021), the County Board authorized the execution of a contract with The Boldt Company to perform Construction Manager/General Contractor Services for Phase II of the development project; and

WHEREAS, by Resolution No. 22-286 (July 19, 2022), the County Board authorized the first amendment to the contract, bringing the total contract value to a not-to-exceed amount of \$22,652,875.42; and

WHEREAS, by Resolution No. 24-247 (May 21, 2024), the County Board authorized the second amendment to the contract, bringing the total contract value to a not-to-exceed amount of \$26,335,502.01; and

WHEREAS, the current amendment in the amount of \$1,300,000 is necessary to cover costs associated with dam safety, electrical and mechanical supporting components, and high voltage interconnection work associated with selling power on the open market to increase dam revenues and reduce the project payback period; and

WHEREAS, staff recommends execution of a third contract amendment with The Boldt Company, bringing the total contract amount to \$27,635,502.01 and including an amendment of the overall project budget in the amount of \$2,414,929, bringing the total project budget to \$50,546,365.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute a third contract amendment with The Boldt Company to provide Construction Manager/General Contractor services for Phase II of the Byllesby Dam Water-To-Wire Redevelopment Project in the amount not to exceed \$27,635,502.01 and amend the overall project budget, totaling \$2,414,929 subject to the County Attorney's Office as to form; and

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

Revenue

Environmental Legacy Fund

\$2,414,929**Total Revenue****\$2,414,929****Expense**

Byllesby Dam Water-to-Wire (BD0008)

\$2,414,929**Total Expense****\$2,414,929**



Board of Commissioners

Request for Board Action

Item Number: DC-4612

Agenda #: 6.2

Meeting Date: 7/8/2025

DEPARTMENT: Finance

FILE TYPE: Consent Action

TITLE

Authorization To Allocate Local Affordable Housing Aid Funds To Dakota County Community Development Agency And Amend 2025 Non-Departmental Budget

RESOLUTION

WHEREAS, Local Affordable Housing Aid (LAHA) is aid to metropolitan local governments of seven counties, including Dakota County, and 63 cities; and

WHEREAS, LAHA is funded through a dedicated sales tax in the seven-county metropolitan area; and

WHEREAS, during the 2025 budget process, the County Board approved a budget of \$4.9 million of LAHA funding that included investments for Emergency Rental Assistance, Apartment Services, Prevention and Navigation Services, Housing Clinic, Family Voucher Program, and Permanent Supportive Housing and Rapid Re-Housing Services; and

WHEREAS, based on LAHA revenues to date, staff projects annual LAHA revenues of \$9,800,000; and

WHEREAS, during the October 22, 2024, Community Services Committee meeting, the Board gave direction to budget 50 percent of LAHA in the Dakota County Social Services budget and hold 50 percent for future discussion of Community Development Agency (CDA) allocation; and

WHEREAS, Board authorization is needed to budget and distribute LAHA funds to the CDA in 2025 for qualifying projects, consistent with the County's Housing Business Plan; and

WHEREAS, the CDA's proposed Fiscal Year (FY) 2025-2026 budget will include the appropriated LAHA funds for eligible activities and projects; and

WHEREAS, staff will also briefly discuss options for the 2026 allocation process.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Deputy County Manager to accept Local Affordable Housing Aid (LAHA) funding; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby amends the 2025 Non-Departmental Budget as follows:

ExpenseCommunity Development Agency Allocation \$4,900,000**Total Expense** **\$4,900,000****Revenue**LAHA Funding \$4,900,000**Total Revenue** **\$4,900,000**



Board of Commissioners

Request for Board Action

Item Number: DC-4530

Agenda #: 7.1

Meeting Date: 7/8/2025

DEPARTMENT: Information Technology

FILE TYPE: Consent Action

TITLE

Authorization To Amend Contract With EarthSoft, Inc., For Data Migration Services And Annual Licensing Agreement

PURPOSE/ACTION REQUESTED

Authorize the Deputy County Manager to amend the contract with EarthSoft, Inc., for additional data migration services not to exceed \$60,120, and for annual subscription and maintenance agreements required for the Environmental Quality Information System software through 2028. The annual subscription and maintenance agreements are estimated at \$22,156 annually, plus incremental price increases, for the next three years.

SUMMARY

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

EarthSoft, Inc., will provide support services to migrate historical data associated with private well testing from 2021 to 2023 and over 15,000 historical records from the registered well program (monitoring well data at contaminated sites). Preservation of this data is valuable to the county. The county can leverage chemistry and water level data from private wells and industrial monitoring wells to better serve and protect those who rely on our groundwater resources. The total cost to complete data migration tasks is \$60,120.

In addition, the original Board resolution did not address future expense for the annual software licenses and maintenance expenses. The current term for licensing and maintenance coverage ends on November 30, 2025. Staff received a quote from the vendor for license and maintenance renewal costs. The software cost for year one starting on December 1, 2025, and expiring on November 30, 2026, is \$22,156. Software costs for years two and three are subject to incremental price changes that may occur over time with the General Services Administration contract.

RECOMMENDATION

Staff recommends authorizing the Deputy County Manager to amend the contract with EarthSoft, Inc., in 2025 for a total amount of \$82,276, and subsequent annual amendments not to exceed an increase of \$133,457. This includes both the data migration services and the annual licensing and maintenance of the environmental data management software and accompanying modules through

November 30, 2028.

EXPLANATION OF FISCAL/FTE IMPACTS

Total contract amendment costs are projected in the table below:

	2025	2026	2027	Total
Data Migration Cost	\$60,120	\$0	\$0	\$60,120
Annual Licensing Costs	\$22,156	\$22,156 + 10% Contingency	\$24,372 + 10% Contingency	\$73,337
Total Cost	\$82,276	\$24,372	\$26,809	\$133,457

Costs for data migration services are covered by the 2025 Physical Development Division, Budget Incentive Program. Costs for the annual subscription and maintenance agreements will be covered by the Environmental Resources Department Operating Budget.

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

RESOLUTION

WHEREAS, the Environmental Resources Department has purchased software from EarthSoft, Inc., to better manage the well water and chemistry data collected over the years from wells located within Dakota County; and

WHEREAS, staff proposes to amend the contract for Professional Services and increase the contract maximum by \$60,120 for purposes of additional historical data migration; and

WHEREAS, staff proposes to amend the contract to cover annual license and maintenance costs for the term beginning on December 1, 2025 and ending on November 30, 2027 for an additional contract maximum increase of \$22,156; and

WHEREAS, funding for the data migration services project is available in the Physical Development Division Budget Incentive Program (\$60,120), and cost for the 2025 annual subscription and maintenance agreement renewal (\$22,156) is available in the Physical Development Division Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Deputy County Manager to amend the contract with EarthSoft, Inc., for a total amount of \$82,276 for data migration services, and subscription and maintenance of the environmental data management software, 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 Deputy County Manager to execute amendments with Earthsoft, Inc., not to exceed a total contract amount of \$133,457, for annual licensing and maintenance of the environmental data management software and accompanying modules through November 30, 2028, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION

22-343; 8/23/22

24-526; 10/29/24

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: Tony Gomes

Author: Trent Huber



Board of Commissioners

Request for Board Action

Item Number: DC-4671

Agenda #: 7.2

Meeting Date: 7/8/2025

DEPARTMENT: Information Technology

FILE TYPE: Consent Action

TITLE

Authorization To Execute Contract With Lodestar Solutions For IBM Cognos Reporting Software Licensing

PURPOSE/ACTION REQUESTED

Authorize the Deputy County Manager to execute a contract with Lodestar Solutions for additional IBM Cognos Reporting Software licensing to pursue reduction of expensive ERP licenses.

SUMMARY

Information Technology (IT) currently contracts with Lodestar Solutions for IBM Cognos reporting software used to deliver reports to staff. Cognos is a reporting tool that was originally purchased and put into use with the County's prior enterprise reporting system (ERP), One Solution. The current contract with Lodestar Solutions for Cognos licensing expires on July 31, 2025. Since going live in 2023, the licensing costs for County's current ERP system, Dakota Connect, has continued to increase and access to financial data requires expensive licenses.

Re-establishing the core financial reports in Cognos will provide the necessary access to financial data to business staff outside of the Finance Department. The licenses for these staff to have access to Cognos reports is less expensive than the Dakota Connect licensing they currently have. Cognos license counts will need to increase for additional users to get the financial data they need from it, however the costs of this increased number of licenses will be offset by the reduced number of Dakota Connect licenses. The Finance Department has requested Cognos licensing for 200 staff to accommodate financial reporting needs.

The contract with Lodestar Solutions includes 200 end user licenses, two administrator licenses, licensing for two reporting environments, and support from August 1, 2025, through July 31, 2028, for a total cost of \$109,905. The amounts are higher the first year to account for the purchase of additional licenses from the current licensing levels. In subsequent years, licenses are renewed at a maintenance rate which is lower than the initial price.

RECOMMENDATION

Staff recommends that the Board authorize the Deputy County Manager to execute the contract with Lodestar Solutions for IBM Cognos reporting software licensing from August 1, 2025, through July 31, 2028, for \$109,905.

EXPLANATION OF FISCAL/FTE IMPACTS

Funding is available in the Information Technology budget. The costs of this increased number of

licenses will be offset by the reduced number of Dakota Connect licenses.

Year one initial purchase of licensing and support: \$77,332.50

Year 2 licensing and support: \$16,045.38

Year 3 licensing and support: \$16,527.12

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

RESOLUTION

WHEREAS, the County's current contract for Cognos licensing ends on July 31, 2025; and

WHEREAS, licensing costs for the County's Enterprise Resource Planning System, Dakota Connect, continue to increase; and

WHEREAS, County licensing for Dakota Connect can be reduced where business staff can get financial data through Cognos reports verses through Dakota Connect.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Deputy County Manager to execute a contract with Lodestar Solutions for IBM Cognos Reporting Software licensing from August 1, 2025, through July 31, 2028, in the amount of \$109,905 subject to approval by the County Attorney's Office as to form.

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: Tony Gomes

Author: Scott Jara



Board of Commissioners

Request for Board Action

Item Number: DC-4699

Agenda #: 7.3

Meeting Date: 7/8/2025

DEPARTMENT: Finance

FILE TYPE: Consent Action

TITLE

Authorization To Adopt Amendments To Dakota County 2025 Fee Schedule

PURPOSE/ACTION REQUESTED

Authorize amendments to the 2025 Dakota County fee schedule.

SUMMARY

Social Services recommends that the County Board adopt amendments to the fee schedules for 2025 to include Family Child Care licensing fees. The County Board adopted the 2025 Fee Schedule by Resolution No. 24-503 (October 29, 2024).

The authority to collect licensing fees for Family Child Care licenses is delegated to the counties under Minnesota Statutes, section 142B.12. In 2023, the legislature appropriated funding to cover licensing fees for family child care providers for fiscal years 2024 and 2025. This period will come to an end on June 30, 2025. Previous communication from the Minnesota Department of Health (DHS) stated that from July 1, 2025, licensing fees would be collected by DHS through a centralized child care provider hub. Due to changes in the timeline for the rollout of the hub, DHS has recently informed counties that they will need to resume collecting fees for new applicants starting July 1, 2025. Later this year, counties will also need to collect licensing fees for providers to renew their licenses on January 1, 2026.

Social Services recommends that the fee schedule be modified to add the following:

Family Child Care Licensing:

New Inspection (for one-year license): \$50

Inspection Renewal (for two-year license): \$100

RECOMMENDATION

Staff recommends the County Board authorizes amendments to the 2025 fee schedule.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

☒ None

☐ Current budget

☐ Other

☐ Amendment Requested

☐ New FTE(s) requested

RESOLUTION

WHEREAS, Social Services recommends that the County Board adopt amendments to the fee schedules for 2025 to include Family Child Care licensing fees; and

WHEREAS, the County Board adopted the 2025 Fee Schedule by Resolution No. 24-503 (October 29, 2024); and

WHEREAS, the authority to collect licensing fees for Family Child Care licenses is delegated to the counties under Minnesota Statutes, section 142B.12; and

WHEREAS, in 2023, the legislature appropriated funding to cover licensing fees for family child care providers for fiscal years 2024 and 2025 and this period will come to an end on June 30, 2025; and

WHEREAS, previous communication from the Minnesota Department of Human Services (DHS) stated that from July 1, 2025, licensing fees would be collected by DHS through a centralized child care provider hub; and

WHEREAS, due to changes in the timeline for the rollout of the hub, DHS has recently informed counties that they will need to resume collecting fees for new applicants starting July 1, 2025; and

WHEREAS, later this year, counties will also need to collect licensing fees for providers to renew their licenses on January 1, 2026; and

WHEREAS, Social Services recommends that the fee schedule be modified to add the following: Family Child Care Licensing, New Inspection (for one-year license): \$50; Inspection Renewal (for two-year license): \$100.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes a modification to the fee schedule to add the following:

Family Child Care Licensing:

- New Inspection (for one-year license) fee is \$50
- Inspection Renewal (for two-year license) fee is \$100

; and

BE IT FURTHER RESOLVED, That the proposed fee schedules will be implemented effective July 1, 2025.

PREVIOUS BOARD ACTION

24-503; 10/29/24

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: Emily Schug

Author: Madeline Kastler



Board of Commissioners

Request for Board Action

Item Number: DC-4668

Agenda #: 8.1

Meeting Date: 7/8/2025

DEPARTMENT: Office of the County Manager

FILE TYPE: Consent Action

TITLE

Authorization To Accept 2024 State Bond Funding, Ratify Grant Agreement Execution, And Amend 2025 Capital Improvement Project Budget

PURPOSE/ACTION REQUESTED

Authorize acceptance of \$500,000 in 2024 state funding, ratify execution of the grant agreement, and amend the 2025 Capital Improvement Project (CIP) budget for costs associated with the Energy Improvement Initiatives project.

SUMMARY

By Resolution No. 23-512 (November 14, 2023), the County Board adopted a Legislative Platform, which included positions of support for the use of state funding for priority projects for the 2024 State Legislative Session. During the 2024 legislative session, the Minnesota Legislature authorized \$500,000 in state funding for the Energy Improvement Initiatives project. The project was underway during the 2024 session and was substantially complete in March 2025. The work included solar arrays at four locations, LED lighting in approximately half of the County facilities that were previously fluorescent, and HVAC retro commissioning at the Northern and Western Service Centers. The contract for the work guarantees annual energy savings of \$304,941 in the first year, which escalates over time as utility rates increase.

Through the grant agreement acceptance process, Facilities Management realized that a County Board action to execute the grant agreement with the Commissioner of Commerce and accept the funds had not occurred.

RECOMMENDATION

Staff requests authorization to accept the new 2024 state funding in the amount of \$500,000, ratify the execution of the grant agreement, and amend the 2025 Facilities CIP.

EXPLANATION OF FISCAL/FTE IMPACTS

The acceptance of these funds does not require any additional County match and will subsequently decrease the amount of County funding being used for the Energy Improvements Initiative project.

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

RESOLUTION

WHEREAS, the Minnesota Legislature held its 2024 session from February 12 to May 20, 2024; and

WHEREAS, the Dakota County Board of Commissioners adopted a legislative platform which included positions of support for the use of state funding for priority capital projects for the 2024 State Legislative Session; and

WHEREAS, during the 2024 legislative session, the Minnesota Legislature authorized \$500,000 in state funding for the Energy Improvement Initiatives project; and

WHEREAS, the project was underway during the 2024 session and was substantially complete in March 2025; and

WHEREAS, the work included solar arrays at four locations, LED lighting in approximately half of the County facilities that were previously fluorescent, and HVAC retro commissioning at the Northern and Western Service Centers; and

WHEREAS, the contract for the work guarantees annual energy savings of \$304,941 in the first year, which escalates over time as utility rates increase.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to ratify the grant agreement with the Commissioner of Commerce and to accept \$500,000 in 2024 state funding for costs associated with the 2025 Capital Improvement Program budget; and

BE IT FURTHER RESOLVED, That the 2025 Facilities Capital Improvement Program is hereby amended as follows:

Revenue

County Funding (Energy Improvements Initiative Project)	(\$500,000)
State Bonding - Energy Improvements Initiative Project	<u>\$500,000</u>
Total Revenue	\$0

PREVIOUS BOARD ACTION

23-512; 11/14/23

ATTACHMENTS

Attachment: None

BOARD GOALS

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

PUBLIC ENGAGEMENT LEVEL

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

CONTACT

Department Head: Heidi Welsch

Author: Mike Lexvold



Board of Commissioners

Request for Board Action

Item Number: DC-4685

Agenda #: 8.2

Meeting Date: 7/8/2025

DEPARTMENT: Office of the County Manager

FILE TYPE: Consent Action

TITLE

Authorization To Amend Location Of Budget Workshop

PURPOSE/ACTION REQUESTED

Authorize to amend the meeting location of the July 23, 2025 budget workshop scheduled to discuss the 2026 budget.

SUMMARY

By Resolution No. 25-204 (April 22, 2025), a budget workshop was scheduled on July 23, 2025 from 11:00 a.m.-4:30 p.m. in conference room 3A, Administration Center, Hastings.

Staff recommends amending the meeting location to the Empire Maintenance Facility, conference room W137, 2800 160th Street West, Rosemount, MN 55068.

RECOMMENDATION

Staff recommends amending the meeting location of the July 23, 2025 budget workshop to the Empire Maintenance Facility, conference room W137, 2800 160th Street West, Rosemount, MN 55068.

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 amends the meeting location of the July 23, 2025 budget workshop to the Empire Maintenance Facility, conference room W137, 2800 160th Street West, Rosemount, MN 55068; scheduled from 11:00 a.m. - 4:30 p.m.

PREVIOUS BOARD ACTION

25-006; 1/7/25

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-4687

Agenda #: 8.3

Meeting Date: 7/8/2025

DEPARTMENT: Office of the County Manager

FILE TYPE: Consent Action

TITLE

Acceptance Of Resignation From Member Of Planning Commission

PURPOSE/ACTION REQUESTED

Accept resignation and authorize staff to proceed with filling the vacancy.

SUMMARY

In accordance with the Advisory Committee Membership Policy, written or verbal resignation 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:

- John Wallace, District 5 representative on Planning Commission.

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 John Wallace, District 5 representative on Planning Commission, 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 Welsh

Author: Jeni Reynolds



Board of Commissioners

Request for Board Action

Item Number: DC-4592

Agenda #: 9.1

Meeting Date: 7/8/2025

DEPARTMENT: Social Services-Adult Services

FILE TYPE: Consent Action

TITLE

Authorization To Submit Transportation Coordination Grant Proposal To Minnesota Department Of Transportation To Improve Access To Transportation Services And Public Transportation Alternatives To Seniors And Persons With Disabilities, And If Awarded, Accept Grant Funds And Execute Grant Agreement, And Provide Local Share

PURPOSE/ACTION REQUESTED

Authorize submission of a Federal Transit Administration (FTA) Section 5310 Elderly and Disabled Assistance (Section 5310) grant proposal with the Minnesota Department of Transportation (MnDOT), and if awarded, acceptance of grant funds and execution of the grant agreement that provides a local share of 20 percent of program costs for the project.

SUMMARY

Since 2018, Dakota County has received FTA Section 5310 grant funds from MnDOT to utilize mobility management strategies to increase coordination efforts and improve mobility access to older adults and persons with disabilities in Dakota County.

By Resolution No. 23-305 (July 18, 2023), the Dakota County Board of Commissioners authorized the County Manager to execute the grant with MnDOT to continue grant funding through December 31, 2025.

Dakota County is currently administering Transit Coordination Assistance Project (TCAP) work through GoDakota. Continued grant funding through MnDOT with the local match will allow for the continued commitment of the TCAP work in Dakota County through GoDakota activities, programs and projects.

MnDOT is issuing a request for proposals, that requires respondents receive Board approval prior to submission. Dakota County intends to submit a proposal and therefore is requesting authorization to submit a 2026-2027 MnDOT FTA Section 5310 TCAP grant proposal for funding in an amount up to the MnDOT recommended budget of \$638,747 in grant funds plus a \$159,686 (required 20 percent) County match for a total project cost of \$798,433 for the period of January 1, 2026 through December 31, 2027.

If awarded, Dakota County will accept grant funds and execute a grant agreement with MnDOT.

OUTCOMES

Outcomes of the grant are to:

- Inform individuals with disabilities and older adults in the community about existing transportation options, and provide training to teach how to use those existing transportation resources
- Maximize utilization of existing vehicles and transportation resources
- Support resources to develop and sustain volunteer driver services
- Support resources to develop and sustain transportation initiatives that support individuals with disabilities and older adults

See Attachment: Activity Details, for details on these outcomes.

RECOMMENDATION

Staff recommends authorization to submit the FTA Section 5310 TCAP grant proposal with MnDOT, and if awarded, accept grant funds and execute the grant agreement with a 20 percent County match.

EXPLANATION OF FISCAL/FTE IMPACTS

The total cost of the transportation project is estimated at \$798,433 for 2026 and 2027, to be funded by \$638,747 in grant funds with a \$159,686 (required 20 percent) County match, which is available through existing County operating budget. Grant funds available for the 5310 Grant are reliant upon FTA appropriations. Indirect costs are included in the budget up to the maximum allowable rate of 15 percent of the allowable total. Budgeted expenses and revenues will be included in the 2026 and 2027 County Manager's Recommended Budgets.

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

RESOLUTION

WHEREAS, since 2018, Dakota County has received Federal Transit Administration (FTA) Section 5310 Elderly and Disabled Assistance (Section 5310) grant funds from the Minnesota Department of Transportation (MnDOT) to utilize mobility management strategies to increase coordination efforts and improve mobility access to older adults and persons with disabilities in Dakota County; and

WHEREAS, by Resolution No. 23-305 (July 18, 2023), the Dakota County Board of Commissioners authorized the County Manager to execute the grant with MnDOT to continue grant funding through December 31, 2025; and

WHEREAS, Dakota County is currently administering Transit Coordination Assistance Project (TCAP) work through GoDakota; and

WHEREAS, continued grant funding through MnDOT with the local match will allow for the continued commitment of the TCAP work in Dakota County through GoDakota activities, programs and projects; and

WHEREAS, MnDOT is issuing a request for proposals, that requires respondents receive Board approval prior to submission; and

WHEREAS, Dakota County intends to submit a proposal and therefore is requesting authorization to

submit a 2026-2027 MnDOT FTA Section 5310 TCAP grant proposal for funding in an amount up to \$638,747 in grant funds plus a \$159,686 (20 percent) County match for a total project cost of \$798,433 for the period of January 1, 2026 through December 31, 2027; and

WHEREAS, if awarded, Dakota County will accept grant funds and execute a grant agreement with MnDOT.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to submit a grant proposal to the Minnesota Department of Transportation (MnDOT) for a Federal Transit Administration Section 5310 Transit Coordinator Assistance Program grant to improve access to transportation services and public transportation alternatives for seniors, persons with disabilities, low income, and individuals who are system involved and transportation dependent; and

BE IT FURTHER RESOLVED, That if awarded, the Dakota County Board of Commissioners authorizes the Community Services Director to execute the MnDOT grant agreement and accept the grant funds in the amount awarded for the period of January 1, 2026 through December 31, 2027, subject to approval by the County Attorney's Office as to form; and

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

PREVIOUS BOARD ACTION

23-305; 07/18/23

ATTACHMENTS

Attachment: Activity Details

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: Robyn Bernardy

5310 Grant Activity Details

Outcome #1:

Inform individuals with disabilities and older adults in the community about existing transportation options, and provide training to teach how to use those existing transportation resources.

	Data Point	2024 Data
How much did we do?	Number of individuals who receive GoDakota Travel Training or Travel Training technical assistance.	3264
How well did we do it?	% of trainees who rated the GoDakota Travel Training they received as <i>Good</i> or <i>Excellent</i> .	97%
Is anyone better off?	% of trainees who are <i>Somewhat Confident</i> or <i>Very Confident</i> taking transportation independently after participating in GoDakota Travel Training.	97%

Outcome #2:

Maximize utilization of existing vehicles and transportation resources

	Data Point	2024 Data
How much did we do?	Number of Lyft rides provided through the GoDakota Waiver Lyft Program.	400,875
How well did we do it?	% of Lyft riders either satisfied or extremely satisfied with their transportation.	86%
Is anyone better off?	% of Lyft riders reporting that the GoDakota Waiver Lyft Program reduced their transportation barriers.	88%

Outcome #3:

Support resources to develop and sustain volunteer driver services.

	Data Point	2024 Data
How much did we do?	Number of rides provided to County residents for essential appointments.	3587
How well did we do it?	Number of miles driven by volunteer drivers.	80,642
Is anyone better off?	Number of unduplicated riders who are able to access care and services due to volunteer drivers.	216

Outcome #4:

Support resources to develop and sustain transportation initiatives for individuals with disabilities and older adults in Dakota County

	Data Point	2024 Data
How much did we do?	Number of GoDakota transportation initiatives supported through the program.	13
How well did we do it?	% of GoDakota Advisory members indicating Satisfied or Highly Satisfied with the GoDakota transportation initiatives.	88%
Is anyone better off?	Number of individuals impacted by the GoDakota transportation initiatives.	6951



Board of Commissioners

Request for Board Action

Item Number: DC-4705

Agenda #: 9.2

Meeting Date: 7/8/2025

DEPARTMENT: Public Health

FILE TYPE: Consent Action

TITLE

Authorization To Accept Minnesota Department Of Health Cannabis And Substance Use Prevention Grant Funds And Execute Grant Amendment

PURPOSE/ACTION REQUESTED

Authorize acceptance of the Minnesota Department of Health (MDH) Cannabis and Substance Use Prevention (CSUP) grant funds for year two and execution of the grant amendment.

SUMMARY

Pursuant to Minn. Stat. § 375A.04, the Dakota County Board of Commissioners is, and performs the duties and exercises the powers of, a community health board under Minn. Stat. Ch. 145A, including the responsibility to prevent disease and to promote and protect the public health of Dakota County residents.

During the 2023 legislative session, local and tribal public health agencies in Minnesota were allocated ongoing funding focused on cannabis prevention beginning in state fiscal year (SFY) 2025 (Chapter 121 - MN Laws; Article 1). When the cannabis conference report passed, it contained language changing how local and tribal cannabis funding could be spent (Chapter 121 - MN Laws; Article 3). Eligible uses of the funds include prevention of use of other substances, including cannabis.

In October 2024, Public Health was notified by MDH of a CSUP grant allocation and by Resolution No. 25-038 (January 21, 2025), the County Board authorized acceptance of the grant funds and execution of a grant agreement in the amount of \$283,568 for the period of November 1, 2024 through October 31, 2025. These grant funds were awarded to all Community Health Boards throughout the state to create prevention, education, and recovery programs focusing on substance misuse prevention and treatment options, with the main focus on primary prevention of substance use/misuse (Attachment: Grant Guide).

Public Health has utilized these grant funds to support the salary and benefits of a 1.0 grant-funded full-time equivalent Substance Use Prevention Specialist. Additionally, these grant funds support 0.5 of the 1.0 full-time equivalent Public Health Supervisor for Substance Use Prevention that was approved through the 2025 budget process. These positions create infrastructure to support a substance use prevention program that can respond to the growing needs in the community.

In June 2025, Public Health was notified by MDH that they would be releasing the CSUP grant allocations for the period of November 1, 2025 through October 31, 2026, in an amount less than

year 1, but unspecified at this time. In order for the county to receive these funds, the county must respond with a Letter of Intent for year 2 funding by July 15, 2025. Indirect costs have been included in the budget at the maximum allowable rate of 10 percent of the allowable total.

OUTCOMES

How Much?

1.0 grant-funded FTE Substance Use Prevention Specialist and a 0.5 of a 1.0 FTE Public Health Supervisor to develop a comprehensive and effective prevention approach for cannabis and substance misuse.

How Well?

Staff will develop evaluation measures to determine effectiveness of workplan deliverables. Strategic adjustments to these efforts will be determined through the evaluation process and continued improvement measures will be implemented to meet the needs.

Are we better off?

The Substance Use Prevention Specialist and Public Health Supervisor will partner with the Public Health Epidemiologist to develop outcome measures as the grant workplan is developed and data points are recorded.

RECOMMENDATION

Staff recommends authorization to accept MDH CSUP grant funds in the amount up to \$283,568 for November 1, 2025 through October 31, 2026, and execute the grant amendment with MDH.

EXPLANATION OF FISCAL/FTE IMPACTS

The dollars will be included in the 2026 County Manager's Recommended Budget to include the anticipated grant award up to \$283,568. Included in this request is funding for the existing 1.0 grant-funded FTE. This position is contingent upon the availability of grant funding. Indirect costs have been included in the budget at the maximum allowable rate of 10 percent of the allowable total.

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

RESOLUTION

WHEREAS, pursuant to Minn. Stat. § 375A.04, the Dakota County Board of Commissioners is, and performs the duties and exercises the powers of, a community health board under Minn. Stat. ch. 145A, including the responsibility to prevent disease and to promote and protect the public health of Dakota County residents; and

WHEREAS, during the 2023 legislative session, local and tribal public health agencies in Minnesota were allocated ongoing funding focused on cannabis prevention beginning in state fiscal year (SFY) 2025 (Chapter 121 - MN Laws; Article 1); and

WHEREAS, when the cannabis conference report passed, it contained language changing how local and tribal cannabis funding could be spent (Chapter 121 - MN Laws; Article 3); and

WHEREAS, eligible uses of the funds include prevention of use of other substances, including

cannabis; and

WHEREAS, in October 2024, Public Health was notified by the Minnesota Department of Health (MDH) of a Cannabis and Substance Use Prevention (CSUP) grant allocation; and

WHEREAS, by Resolution No. 25-038 (January 21, 2025), the County Board authorized acceptance of grant funds and execution of a grant agreement in the amount of \$283,568 for the period of November 1, 2024 through October 31, 2025; and

WHEREAS, these grant funds were awarded to all Community Health Boards throughout the state to create prevention, education, and recovery programs focusing on substance misuse prevention and treatment options, with the main focus on primary prevention of substance use/misuse; and

WHEREAS, Public Health utilized these grant funds to support the salary and benefits of a 1.0 grant-funded full-time equivalent Substance Use Prevention Specialist; and

WHEREAS, in addition, these grant funds supported 0.5 of the 1.0 full-time equivalent Public Health Supervisor for Substance Use Prevention that was approved through the 2025 budget process; and

WHEREAS, these positions create infrastructure to support a substance use prevention program that can respond to the growing needs in the community; and

WHEREAS, in June 2025, Public Health was notified by MDH that they would be releasing the CSUP grant allocations for the period of November 1, 2025 through October 31, 2026, in an amount less than year 1, but unspecified at this time; and

WHEREAS, in order for the county to receive these funds, the county must respond with a Letter of Intent for year 2 funding by July 15, 2025.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the grant funds and execute the Cannabis and Substance Use Prevention grant amendment with the Minnesota Department of Health for the period of November 1, 2025 through October 31, 2026, for a total grant amount not to exceed \$283,568, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to continue the 1.0 grant-funded, full-time equivalent position; and

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

PREVIOUS BOARD ACTION

25-038; 1/21/25

ATTACHMENTS

Attachment: Grant Guide

BOARD GOALS

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

CONTACTS

Department Head: Gina Pistulka

Author: Alexandra Groten



This document will be updated on an ongoing basis. Check frequently for updates.

Cannabis and Substance Use Prevention Grant

GUIDE UPDATED: OCTOBER 23, 2024

Table of Contents

Cannabis and Substance Use Prevention Grant	1
Purpose of this document.....	2
Source of funding.....	2
Funding formula.....	2
Workplan and budget	2
Grant cycle and invoicing.....	3
Grant cycle	3
Invoice	3
Invoice frequency.....	3
Expenditure tracking.....	3
Reporting.....	4
Grantee duties	4
Overall use of funds	6
Cannabis and substance use prevention best practice	6
Ask yourself.....	6
Allowable and unallowable expenses.....	7
Allowable expenses.....	7
Unallowable expenses	7
Frequently asked questions	8

Purpose of this document

The purpose of this document is to provide information on the Cannabis and Substance Use Prevention Grant funding. It is intended to be a source of information regarding funding, invoicing, reporting, initial grant workplans and activities, and basic expenditure questions. **This is a living document – as the program develops this document will be updated and sent to grantees.** If you do not see the information you need, contact the MDH Office of Statewide Health Improvement Initiatives at health.csup.MDH@state.mn.us.

Source of funding

Funding for the Cannabis and Substance Use Prevention Grant comes from the state general fund (i.e., state tax dollars). During the 2023 legislative session, local and tribal public health agencies in Minnesota were given ongoing funding focused on cannabis prevention beginning in FY25 (Chapter 121 - MN Laws; Article 1). When the Cannabis conference report passed it contained language changing how the local and tribal cannabis funding could be spent (Chapter 121 - MN Laws; Article 3). Eligible uses of the funds include prevention of use of other substances, including cannabis, using the following language: *"The commissioner of health shall distribute grants to local health departments and Tribal health departments for the departments to create prevention, education, and recovery programs focusing on substance misuse prevention and treatment options. The programs must include specific cannabis-related initiatives."* It also makes similar changes to MDH's youth prevention focused funding to expand use to additional substance prevention. To implement this new funding, the Minnesota Department of Health (MDH) is building out a new Cannabis and Substance Use Prevention Grant Program within the Office of Statewide Health Improvement Initiatives (OSHI).

Funding formula

Built of the work of SCHSAC to develop formulas for the Response and Sustainability Grant and Foundational Public Health Responsibility funds, the formula used to distribute the Cannabis and Substance Use Prevention funds will ensure every CHB have a sizeable base; take into account social vulnerability and population size; and account for the need for coordination across counties:

- Base annual funding of \$70,000 to each community health board
- Allocate a \$5000 per county allotment for multi-county CHBs
- Allocate 75% of the remaining funding to population
- Allocate 25% of the remaining funding to SVI county ranking

Workplan and budget

Community health boards will be required to submit a workplan identifying planned activities and budget for the Cannabis and Substance Use Prevention Grant. Basic initial directions on this workplan and budget is outlined in this document below. The workplan asks for the community health board's proposed activities related to cannabis and substance use prevention. Community health boards can choose to address any or all Cannabis and Substance Use Prevention areas.

Grant cycle and invoicing

Grant cycle

Timeline reflects FY2025 Cannabis and Substance Use Prevention Grant cycle and carry-forward timeline. Cannabis and Substance Use Prevention Grant funds remaining as of June 30, 2025, may be carried forward; however, these carry-forward funds must be spent by June 30, 2026.

Invoice

The invoice for reimbursement of Cannabis and Substance Use Prevention Grant expenditures will be provided upon execution of the grant. Please reach out to health.csup.MDH@state.mn.us if a new invoice template is needed.

Invoice frequency

Invoicing can occur quarterly or monthly (as determined by the community health board). Invoices are due within 30 days after the end of the invoice period.

Invoices submitted quarterly are on the following schedule:

- January 1 to March 31 due April 30
- April 1 to June 30 due July 31st
- July 1 to September 30 due October 31
- October 1 to December 31 due January 31

Expenditure tracking

Cannabis and Substance Use Prevention Grant funds should be managed and accounted for as a unique funding source. Expenditures should be tracked according to standard expenditure categories as describe below.

Expenditure Categories:

- **Salary and fringe:** All employee time spent on Cannabis and Substance Use Prevention Grant activities supported by these funds.
- **Contractual:** All contracted activities supported by these funds. This should include: description of contracted services; contractor/consultant's name; length of contracted services; and contracted services budget allocation. Subcontracts over \$5,000 require approval from the Minnesota Department of Health.
- **In-state travel:** All in-state travel is supported by these funds. Travel and subsistence expenses must fall within the following guidelines outlined in the Master Grant Agreement according to the current "Commissioner's Plan."
- **Supplies and equipment:** Purchases of needed supplies to carry out the Cannabis and Substance Use Prevention Grant activities. Equipment is defined as tangible, non-expendable personal property that has a useful life of more than one year AND an acquisition cost of \$5,000 or more per unit. Equipment over \$5,000 requires prior written approval from the Minnesota Department of Health.

- **Other:** This category contains items not included in the previous budget categories.
- **Indirect Cost Rate:** If Grantee does not have a federally approved indirect cost rate agreement, MDH will accept an indirect rate of up to 10 percent of the total direct charges.

Reporting

Community health boards will be required to report quarterly on their grant activities. This reporting will be done in REDCap or other reporting mechanism as identified by OSHII CSUP grant managers.

Grantee duties

Below are the duties for the Foundational Public Health Responsibilities Grant:

The purpose of this funding is to support the implementation of Cannabis and Substance Use Prevention Grant responsibilities by community health boards (grantees). The Cannabis and Substance Use Prevention Grant Program will use Cannabis dollars to provide funding and guidance to local public health and tribal public health on best practices for substance use prevention. The Cannabis funds shall be used to prevent use of other substances, including cannabis, using the following language: *"The commissioner of health shall distribute grants to local health departments and Tribal health departments for the departments to create prevention, education, and recovery programs focusing on substance misuse prevention and treatment options. The programs must include specific cannabis-related initiatives."*

This funding must be used to fulfill Cannabis and Substance Use Prevention Grant responsibilities as defined by the Minnesota Department of Health.

Based on statutory language (MS 144.197 subd. 4) grantees may focus on a broad range of substance types, but cannabis must be included. The main focus must be on primary prevention of substance use/misuse. These funds may not be used for treatment and recovery service provision, but they may be used to promote linkage to services, for example implementing screening, brief intervention, and referral to treatment.

More details on the cannabis and substance use prevention and education and examples of the work supported by these funds will be forthcoming. Grantees are encouraged to review resources available:

- MDH Cannabis Use in Minnesota – Baseline Assessment July 2024: [Cannabis Use in Minnesota: Baseline Assessment \(Legislative Report, 2024\) \(state.mn.us\)](https://state.mn.us/cannabis-use-in-minnesota-baseline-assessment-legislative-report-2024)
- National Academies: Cannabis Policy Impacts Public Health and Health Equity: <https://nap.nationalacademies.org/catalog/27766/cannabis-policy-impacts-public-health-and-health-equity>
- CDC Cannabis and Public Health: [About Cannabis | Cannabis and Public Health | CDC](https://www.cdc.gov/cannabis/public-health/)
- UMN School of Public Health: Cannabis Research Center: [Cannabis Research Center - Research Centers - School of Public Health - University of Minnesota \(umn.edu\)](https://cannabisresearchcenter.org/)

Duties:

1. Designate CSUP project coordinator.

2. Designate a CSUP staff person to facilitate evaluation tasks and communicate with MDH. evaluation staff and contractors.
3. Grantee shall complete, and update as necessary, proposed activities and a workplan for Minnesota Department of Health (MDH) approval in the attached workplan template. This workplan will assure compliance with funding requirements. Any changes made to the original proposal must be reviewed and approved by MDH. Workplan should include a theory of change or outcomes goals language.
 - a. First 90 days – proposed activities related to the start-up of this new grant program. Hiring staff, reviewing local data and assessing the landscape to understand needs related to Cannabis and Substance Misuse in grantee’s jurisdiction. Meet with assigned MDH Grants Manager (TBD). Participate in on-boarding grant activities as communicated by MDH.
 - b. First 180 days – In addition to start-up activities listed above, grantee will participate in required trainings and workshops to develop their capacity, skills, and understanding of best practice in substance use prevention as well as develop localized workplans and logic models to represent use of their new funding.
 - c. Ongoing workplans and activities will be updated as grantee develops community strategies to address Cannabis/Substance Use Prevention in their jurisdiction.
4. Grantee shall develop a theory of change and/or logic model that defines project goals, objectives, and activities, to inform evaluation efforts. *More detail will be provided and grantee will be supported in the development of their theory of change and/or logic model in the first half of calendar year 2025.*
5. Be sure to include the required activities and deliverables in the workplan:
 - a. Initial goals and objectives (if known) with activities to meet each.
 - b. Development and submission of at least one (1) success story annually. Success stories will highlight best practices from the program and activities. Specific guidelines and instructions will be determined and provided by MDH to grantees after funding has been awarded.
 - c. Evaluation reporting – more information forthcoming.
 - d. Initial workplan and deliverables should span the first 90 days of the grant (November 1, 2024-January 30, 2025)
6. If available include baseline measurements for all activities.
7. Participate in site visits and grant reconciliation processes with MDH.
8. Participate in regularly scheduled calls and meetings with MDH.

9. Participate in MDH-sponsored technical assistance calls, webinars, and trainings.
10. Participate in all required evaluation activities and complete progress and evaluation reports as requested by MDH.
11. Annually or on the timeline determined by MDH, the Grantee shall complete a proposed budget and submit to MDH. The budget and any subsequent changes made to the budget must be reviewed and approved by MDH.
12. Grantee shall provide requested financial and programmatic reporting information by the dates provided to them by MDH to meet funding reporting and monitoring requirements.

Overall use of funds

MDH will fund evidence-based, evidence-informed, or promising practices in cannabis and substance use education, prevention, and PSE.

Cannabis and substance use prevention best practice

Grantees will be required to include a theory of change in their workplan narrative, and are encouraged to use the Strategic Prevention Framework (SPF; <https://pttcnetwork.org/the-strategic-prevention-framework-spf/>) and socio-ecological model (Primary, Secondary, and Tertiary Prevention of Substance Use Disorders through Socioecological Strategies - National Academy of Medicine (nam.edu)).

Substance use prevention requires understanding multiple factors that influence individual choices and behaviors. The socio-ecological model guides assessment of a range of factors that influence substance use and can help identify substance use prevention strategies at different levels of ecology. The SPF is a data-driven planning process that leads organizations through assessment, capacity, planning, implementation, and evaluation steps. It is a fluid, cyclical process grounded in cultural competency and sustainability. Using data can inform planning, identify priority populations or geographic areas, and ensure strong evaluation to track changes over time.

Ask yourself

Community health boards are expected to use discretion in determining whether an expense is allowable using Cannabis & Substance Use Prevention funding. To guide this decision-making process, grantees could use the following questions:

- Best practice is to look at your mission: Does the activity align with the mission of your organization?
- Does the use of the funding meet the legislative intent of the funding?
- Does the activity have an impact on the broader populations vs. serving an individual?
- Is the item or request included in your approved budget?
- Is the cost of the activity reasonable, cost efficient, and necessary?
- Is it a good use of public funds? Would the activity be perceived by the public, potential critics, community leaders, decision makers and partners, in a positive manner?
- Does the work align with the community health board's strategic plans?

- Is the workplan clear and feasible, and does it integrate sustainability planning?
- Does the logic model describe how the goals and objectives will be met?

Allowable and unallowable expenses

Allowable expenses

Please note equipment over \$5,000 requires prior written approval from the Minnesota Department of Health.

- Costs associated with attending in-state or out-of-state conferences or trainings related to CSUP. This may include travel costs and registration fees. Out-of-state travel requires prior approval. Travel costs must align with the current [State of Minnesota Commissioner's Plan](#).
- Electronics – computers, monitors, laptops
- Electronics that support CSUP is an allowable cost. CSUP can only cover the amount of the cost equivalent to the percentage that it is used for CSUP. For example, if a computer is used by staff that is .5 FTE in CSUP, you can include 50% of the costs.
- Office furniture
 - Desks, office chairs
 - CSUP can only cover the amount of the cost equivalent to the percentage that it is used for CSUP. For example, if the office furniture is used by staff that is .25 FTE in CSUP, you can include 25% of the costs.

Unallowable expenses

Please note these are examples of **unallowable** expenses and is not an exhaustive list.

- Capital improvements, including construction costs and renovation costs
- Childcare or after school care
- Costs associated with providing direct services to individuals
- Individual treatment
- Purchase of Naloxone
- Filing cabinets
- Food purchased for meetings that do not have a direct and clear connection to CSUP
- Generators
- Health screening supplies and associated costs
- Incentives – gift cards, gas cards
- Lead test kits
- Mileage/travel expenses that support direct client services
- Radon test kits

- Refrigerators/freezers
- Travel outside of the United States
- Vaccinations
- Vehicles (including costs associated with the purchase, maintenance, and/or retrofitting)
- Water test kits
- Lobbying activities.

MDH reserves the right to seek clarification regarding a budget item or deny requests for any item listed in the budget that is deemed unnecessary for the implementation of the project.

Frequently asked questions

This section will be updated as questions come in.

10/23/2024

To obtain this information in a different format, email: health.csup.MDH@state.mn.us.



Board of Commissioners

Request for Board Action

Item Number: DC-4586

Agenda #: 10.1

Meeting Date: 7/8/2025

DEPARTMENT: Facilities Management

FILE TYPE: Consent Action

TITLE

Authorization To Award And Execute Contract With UrbanWorks Architecture LLC For Architectural And Engineering Services Required For Administration Center And Northern Service Center Kitchenettes And Break Spaces Project

PURPOSE/ACTION REQUESTED

Authorize the execution of a contract with UrbanWorks Architecture LLC (UrbanWorks) for architectural and engineering services required for the Administration Center (ADC) and Northern Service Center (NSC) Kitchenettes and Break Spaces project.

SUMMARY

Most County staff prepare snacks and meals in small kitchenettes within their departments. These generally have no seating space for employees to congregate. As a result, staff ends up eating at their desk. In an effort to encourage cross-department collaboration and move staff away from a day spent constantly at their desk, the County Board has suggested staff at each large campus be given a common break space to prepare and eat food.

This project will update the existing break space on the 1st floor of the NSC and create a new space in the ADC.

On May 8, 2025, staff issued a Request for Proposal for professional services to seven consultants. These consultants include Allliance, Gensler, Kodet, Leo A Daly, Miller Dunwiddie, Ortel, and UrbanWorks. These firms were selected because they have a direct competency in this work type and/or have worked with Dakota County successfully in the recent past. Six firms responded to the request for proposal. Three firms were chosen for an interview by the selection committee.

On June 17, 2025, staff interviewed Gensler, Kodet, and UrbanWorks for architectural and engineering services. Upon completion of the interviews, staff unanimously determined that UrbanWorks offered the best overall value. Staff recommends award of the architectural and engineering contract to UrbanWorks. See the Attachment for the Consultant Evaluation Summary.

As is customary, staff and the design team will bring the Schematic Design to the County Board for review and approval in November 2025.

RECOMMENDATION

Staff recommends the ADC and NSC Kitchenette and Break Spaces architectural and engineering services contract be awarded to UrbanWorks in an amount not to exceed \$139,500.

EXPLANATION OF FISCAL/FTE IMPACTS

The 2025 Buildings Capital Improvement Program (CIP) Adopted Budget includes \$2,500,000 for design and construction services for Countywide Staff Kitchenettes and Break Spaces. The contracted amount of \$139,500 for architectural and engineering services including reimbursable expenses is reasonable and within the budget set aside for the work.

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

RESOLUTION

WHEREAS, the 2025 Building Capital Improvement Program Adopted Budget authorized the Administration Center (ADC) and Northern Service Center (NSC) Kitchenettes and Break Spaces project; and

WHEREAS, staff issued a request for proposals for architectural and engineering services on May 8, 2025; and

WHEREAS, staff received six architectural and engineering services proposals, and staff interviewed three design teams for this project; and

WHEREAS, staff unanimously recommends UrbanWorks Architecture LLC as the firm to provide architectural and engineering services required for the ADC and NSC Kitchenettes and Break Spaces project; and

WHEREAS, UrbanWorks Architecture LLC has submitted a total fee proposal for \$139,500 for architectural and engineering services including reimbursables.

NOW THEREFORE BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to execute a contract with UrbanWorks Architecture LLC for the Administration Center and Northern Service Center Kitchenettes and Break Spaces project for a combined fixed fee of \$138,500 and a reimbursable cap of \$1,000, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Consultant Evaluation 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: Mike Lexvold

Author: Joe Lexa

Consultant Evaluation Summary for ASC and NSC Kitchenettes and Break Spaces

Architectural and Engineering Services

Project Description:

Most county staff prepare their lunch and other food in small, localized kitchenettes and then eat at or near their desk. To promote cross-discipline interaction and provide more and better equipment that is available at the local kitchenette, central breakrooms with seating and food preparation space are sought at each campus. This project will renovate the existing space at the Northern Service Center and create a new space on the lower level of the Administration Center in Hastings.

Scope of Consultant Services:

Architectural and engineering services are needed for the remodeling of the existing 1st floor break space at NSC and creating a break space from the existing IT storage room adjacent to the atrium in ADC lower level. Services will include all phases of design, plus bidding, construction administration services, and project closeout.

Deliverables:

The Consultant will provide schematic design documents, design development documents, construction documents (drawings and specifications), bidding phase (including building permit application in two jurisdictions and addendum if needed), construction administration services (including site meetings, field observations, and shop drawing/submittal reviews), and project closeout documents (including record drawings).

Public Engagement:

None. These are non-public spaces intended for Staff use only.

Schedule:

The schematic design phase is to occur from July 2025 to November 2025. The design development phase is to occur in November 2025, followed by the construction document phase to be completed in December 2025 for bidding immediately thereafter. The bidding and contractor award phase is to be completed in March 2026. Construction is to occur from April 2026 to August 2026.

Consultant Selection Summary:

The Request for Proposals (RFP) was sent directly to the following seven firms, which have experience in public projects of this type and have recently worked with the county: Allliance, Gensler, Kodet Architectural Group, Ltd., Leo A. Daly, Miller Dunwiddie, Ortel Architects, and UrbanWorks. An estimated construction and furniture/fixtures/equipment budget of \$1,595,000 was included in the RFP. Six proposals were submitted to the County by the due date of May 29, 2025.

Review Team agencies and process:

The six proposals (Allliance, Gensler, Kodet Architectural Group, Ltd, Leo A Daly, Miller Dunwiddie, and UrbanWorks) were reviewed by a selection committee comprised of Community Services, IT, County Administration, and Facilities staff. The proposals were reviewed and ranked independently by review team members. The review team members met on June 5, 2025, to discuss the proposals, share information regarding individual member evaluations, and reach consensus on which firms to interview.

Evaluation Criteria:

The proposals were evaluated and ranked based on the following 6 criteria:

1. Firm History and Information
2. Project Team and Team Member Experience
3. Project Approach and Schedule
4. Firm Experience and References
5. Contract and Conditions
6. Fee Proposal

It was decided to interview the Gensler, Kodet Architectural Group, Ltd, and UrbanWorks teams. On June 17, 2025, Gensler, Kodet Architectural Group, LTD, and UrbanWorks gave interview presentations in which they each answered follow-up questions posed by the review team. One firm was unanimously selected through that process.

Evaluation Results:

During the interviews, UrbanWorks with Emanuelson-Podus (mechanical and electrical engineering) ranked highest in their response to our follow-up questions. They have completed several projects of this type and will bring a fresh approach to these spaces, which act more as a café than a cafeteria. They also had excellent suggestions on how to get people to use this new space after such a long time using a more solitary approach. All three firms were within the project budget target for professional services. However, Urban Works offers a solid value in both overall fee and blended hourly rate.

Summary of proposed costs:

	UrbanWorks	Kodet	Gensler
Hours	926	1,098	1,102
Cost (w/o Reimburs.)	138,500	\$163,450	\$183,250
Cost/Hour	\$149.57	\$148.86	\$166.29
Cost (w/Reimburs.)	139,500	\$165,000	\$185,250

Recommendation:

Staff unanimously recommends that the consulting firm of UrbanWorks be awarded a contract for the ADC NSC Kitchenettes and Break Spaces project. The proposal narrative outlined that they could provide architectural and engineering services for the scope as described in the RFP. Following the interview process, each member of the interview panel ranked UrbanWorks as the best fit for the ADC NSC Kitchenettes and Break Spaces design, and the firm's fees we judged the best value.



Board of Commissioners

Request for Board Action

Item Number: DC-4617

Agenda #: 10.2

Meeting Date: 7/8/2025

DEPARTMENT: Physical Development Administration

FILE TYPE: Consent Action

TITLE

Authorization To Accept Grant Funds From Mississippi National River And Recreation Area For Current Mississippi River Greenway Projects And Amend 2025 Capital Improvement Program Budgets

PURPOSE/ACTION REQUESTED

Authorize staff to accept grant funds from the Mississippi National River and Recreation Area (MNRRA) for current Mississippi River Greenway projects. Authorization to Amend 2025 Parks and Transportation Capital Improvement Program Budgets.

SUMMARY

In 2022, Dakota County submitted a request for \$668,000 to the MNRRA for consideration in their Five-Year Alternative Transportation System Implementation Plan (2024 - 2028). As a community within MNRRA, Dakota County is eligible for funding via the Federal Lands Transportation Program (FLTP) Alternative Transportation Program (ATP). The funding amount requested is based on 20 percent of estimated project costs. The purpose of the funding request is to support the wayfinding, interpretation, and trail safety elements of projects along the Mississippi River Greenway. The funding has been confirmed and approved by the required federal agencies.

Dakota County has previously secured funding via the Five-Year Alternative Transportation System Implementation Plan for the Wakota Bridge Trailhead, Mississippi River Greenway - Rosemount West, and Rock Island Swing Bridge Trailhead. Including the latest award, Dakota County will have received over \$1.7M through partnership with MNRRA.

RECOMMENDATION

Staff recommends acceptance of FLTP - ATP funding through the MNRRA.

EXPLANATION OF FISCAL/FTE IMPACTS

The 2025 Adopted Capital Improvement Programs did not include this external funding. A budget amendment is needed to incorporate this funding as part of the projects. This revenue increases external funding for Greenway projects in both Transportation and Parks CIPs.

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

RESOLUTION

WHEREAS, in 2022, Dakota County requested \$668,000 to the Mississippi National River and

Recreation Area (MNRRA) for consideration to include in their Five-Year Alternative Transportation System Plan; and

WHEREAS, Dakota County is within the MNRRA and can request up to 20 percent of project costs that are eligible for Federal Lands Transportation Program (FLTP) Alternative Transportation Program (ATP) funding; and

WHEREAS, the funding received will be used to fund wayfinding, interpretation, and trail safety improvements along the Mississippi River Greenway.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to accept funding from the Federal Lands Transportation Program Alternative Transportation Program and execute grant agreements as to form by the Dakota County Attorney's Office.

BE IT FURTHER RESOLVED, That the 2025 Parks Capital Improvement Program is hereby amended as follows:

Expense

MRGW - Wayfinding, Landscape (2000232) \$168,000

Total Expense **\$168,000**

Revenue

FLTP (DOI) - MRGW - Wayfinding project (2000232) \$168,000

Total Revenue **\$168,000**

BE IT FURTHER RESOLVED, That the 2025 Transportation Capital Improvement Program is hereby amended as follows:

Expense

CP 56-14 \$500,000

Total Expense **\$500,000**

Revenue

FLTP (DOI) - CP 56-14 \$500,000

Total Revenue **\$500,000**

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: Erin Stwora

Author: John Mertens



Board of Commissioners

Request for Board Action

Item Number: DC-4631

Agenda #: 10.3

Meeting Date: 7/8/2025

DEPARTMENT: Physical Development Administration

FILE TYPE: Consent Action

TITLE

Authorization To Amend Agricultural Easement On Gerald E. Taylor Revocable Living Trust And Mary E. Taylor Revocable Living Trust Property In Sciota Township

PURPOSE/ACTION REQUESTED

Authorize a boundary amendment to the permanent agricultural conservation easement boundary on the Gerald E. Taylor Revocable Living Trust and Mary E. Taylor Revocable Living Trust property in Sciota Township.

SUMMARY

The Gerald E. Taylor Revocable Living Trust and Mary E. Taylor Revocable Living Trust (Taylor Trust) own 78.94 acres (Parcel Identification Number 35-02200-04-011) in Sciota Township. In 2009 the trustees of the Taylor Trust submitted an agricultural easement (Easement) application to Dakota County's 2010 Farmland and Natural Area Program. By Resolution No.10-130 (February 23, 2010), the Dakota County Board of Commissioners (County Board) authorized staff to submit a funding application, including the Taylor Trust property, to the 2010 federal Farm and Ranch Lands Protection Program (FRPP). Contingent offers were made to six highest ranked projects and the Farmland and Natural Areas Program Advisory Committee reviewed final easement projects at its May 19 and June 16, 2010, meetings and recommended that the County Board approve funding for six agricultural easements. The FRPP subsequently approved federal matching funds for the six easements, including the Taylor Trust property. By Resolution No. 11-319 (June 28, 2011), the County Board approved acquisition of a 53.8-acre Easement on the Taylor Trust property. The Easement was acquired on December 1, 2011, and recorded as Document No. 2837130 on December 16, 2011.

In April 2025, the Taylor Trust contacted County staff to request minor changes to the Easement boundary in preparation for a proposed future parcel subdivision. The requested change would add a portion of a spring-fed creek and approximately 0.4 acres of cultivated land to the Easement area while subtracting an equivalent amount of former pasture. The proposed boundary change would be located three feet outside of the existing fence line along the eastern portion of the Easement exception area to create a more easily distinguishable boundary. There would be no net change to the Easement acres. Section 4.4 of the Easement allows Easement boundary adjustments with written approval by the County. The revised legal description (Attachment: Revised Legal Description of Easement on Taylor Trust Property) and general depiction of the revised Easement boundary (Attachment: Revised General Depiction of Easement on Taylor Trust Property) on the Taylor Trust property are attached.

RECOMMENDATION

Staff recommends authorizing an amendment to the Easement boundary.

EXPLANATION OF FISCAL/FTE IMPACTS

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

RESOLUTION

WHEREAS, the Gerald E. Taylor Revocable Living Trust and Mary E. Taylor Revocable Living Trust (Taylor Trust) own 78.94 acres (Parcel Identification Number 35-02200-04-011) in Sciota Township; and

WHEREAS, in 2009, the trustees of the Taylor Trust submitted an agricultural easement (Easement) application to Dakota County's 2010 Farmland and Natural Area Program; and

WHEREAS, by Resolution No. 10-130 (February 23, 2010), the Dakota County Board of Commissioners (County Board) authorized staff to submit a funding application, including the Taylor Trust property, to the 2010 federal Farm and Ranch Lands Protection Program (FRPP); and

WHEREAS, the FRPP subsequently approved matching funds for the six agricultural easements, including the Easement on the Taylor Trust property; and

WHEREAS, by Resolution No. 11-319 (June 28, 2011), the County Board approved the acquisition of a 53.4-acre Easement on the Taylor Trust property; and

WHEREAS, by Resolution No. 11-319 (June 28, 2011), the County Board approved the acquisition of the six agricultural easements, including a 54.3-acre Easement on the Taylor Trust property; and

WHEREAS, the Easement on the Taylor Trust property was acquired on December 1, 2011, and recorded as Document No. 2837130 on December 16, 2011; and

WHEREAS, in April 2025, the Taylor Trust contacted County staff to request minor changes to the Easement boundary in preparation for a proposed future parcel subdivision; and

WHEREAS, the requested boundary change would add a portion of a spring-fed creek and approximately 0.4 acres of cultivated land to the Easement area while subtracting an equivalent amount of former pasture; and

WHEREAS, the proposed boundary change would be located three feet outside of the existing fence line along the eastern portion of the Easement exception area to create a more easily distinguishable boundary and result in no net change to the Easement acres; and

WHEREAS, the revised legal description of the Easement is as A permanent agricultural conservation easement over and across the following described property:

The East Half of the Northeast Quarter of Section 22, Township 112 North, Range 19 West, Dakota County, Minnesota, EXCEPT the east 157.00 feet of the north 281.00 feet of said East Half of the Northeast Quarter and also EXCEPTING that part of said East Half of the

Northeast Quarter described as follows:

Commencing at the northeast corner said East Half of the Northeast Quarter of Section 22, thence South 89 degrees 26 minutes 44 seconds West, assumed bearing, along the north line of said East Half of the Northeast Quarter a distance of 1325.50 feet to the northwest corner of said East Half of the Northeast Quarter; thence South 00 degrees 01 minutes 37 seconds West along the west line of said East Half of the Northeast Quarter a distance of 509.66 to the point of beginning of the parcel to be described; thence continuing South 00 degrees 01 minutes 37 seconds West along said west line of the East Half of the Northeast Quarter a distance of 949.13 feet; thence North 89 degrees 26 minutes 44 seconds East a distance of 791.36 feet; thence North 00 degrees 40 minutes 20 seconds East a distance of 895.94 feet; thence North 50 degrees 31 minutes 40 seconds West a distance of 303.76 feet; thence North 69 degrees 53 minutes 08 seconds West a distance of 80.60 feet; thence North 01 degrees 33 minutes 32 seconds West a distance of 313.55 feet to the traveled centerline of Sciota Trail (said centerline is described below); thence southwesterly a distance of 692.44 feet along said centerline to the point of beginning.

And also EXCEPTING from the permanent agricultural conservation easement the following described parcels:

The east 55.00 feet of said East Half of the Northeast Quarter of Section 22 for public road purposes.

AND

That part of said East Half of the Northeast Quarter of Section 22 lying within 33.00 feet northerly and 50.00 feet southerly of the traveled centerline of Sciota Trail for public road purposes, said centerline of Sciota Trail is described as follows: Beginning at the northeast corner of said East Half of the Northeast Quarter of Section 22, thence South 89 degrees 26 minutes 44 seconds West, assumed bearing, along the north line of said East Half of the Northeast Quarter a distance of 339.23 feet; thence South 88 degrees 26 minutes 20 seconds West a distance of 401.27 feet; thence southwesterly a distance of 269.23 feet along a tangential curve concave to the southeast having a radius of 325.00 feet and a central angle of 47 degrees 27 minutes 51 seconds; thence South 40 degrees 58 minutes 28 seconds West tangent to said curve a distance of 431.19 feet; thence southwesterly a distance of 292.99 feet along a tangential curve concave to the northwest having a radius of 1400.00 feet and a central angle of 11 degrees 59 minutes 26 seconds and said centerline there terminating

; and

WHEREAS, Section 4.4 of the Easement allows easement boundary adjustments with written approval by the County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an amendment to the boundary of the permanent agricultural conservation easement on the Gerald E. Taylor Revocable Living Trust and Mary E. Taylor Revocable Living Trust property, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION

10-130 2/23/10

11-319; 6/28/11

ATTACHMENTS

Attachment: Revised Legal Description of Easement on the Taylor Trust Property

Attachment: Revised General Depiction of the Easement on the Taylor Trust Property

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: Al Singer

Legal Description of the Permanent Agricultural Conservation
Easement Gerald E. Taylor Revocable Living Trust and Mary E.
Taylor Living Trust Property

A permanent agricultural conservation easement over and across the following described property:

The East Half of the Northeast Quarter of Section 22, Township 112 North, Range 19 West, Dakota County, Minnesota, EXCEPT the east 157.00 feet of the north 281.00 feet of said East Half of the Northeast Quarter and also EXCEPTING that part of said East Half of the Northeast Quarter described as follows:

Commencing at the northeast corner said East Half of the Northeast Quarter of Section 22, thence South 89 degrees 26 minutes 44 seconds West, assumed bearing, along the north line of said East Half of the Northeast Quarter a distance of 1325.50 feet to the northwest corner of said East Half of the Northeast Quarter; thence South 00 degrees 01 minutes 37 seconds West along the west line of said East Half of the Northeast Quarter a distance of 509.66 to the point of beginning of the parcel to be described; thence continuing South 00 degrees 01 minutes 37 seconds West along said west line of the East Half of the Northeast Quarter a distance of 949.13 feet; thence North 89 degrees 26 minutes 44 seconds East a distance of 791.36 feet; thence North 00 degrees 40 minutes 20 seconds East a distance of 895.94 feet; thence North 50 degrees 31 minutes 40 seconds West a distance of 303.76 feet; thence North 69 degrees 53 minutes 08 seconds West a distance of 80.60 feet; thence North 01 degrees 33 minutes 32 seconds West a distance of 313.55 feet to the traveled centerline of Sciota Trail (said centerline is described below); thence southwesterly a distance of 692.44 feet along said centerline to the point of beginning.

And also EXCEPTING from the permanent agricultural conservation easement the following described parcels:

The east 55.00 feet of said East Half of the Northeast Quarter of Section 22 for public road purposes.

AND

That part of said East Half of the Northeast Quarter of Section 22 lying within 33.00 feet northerly and 50.00 feet southerly of the traveled centerline of Sciota Trail for public road purposes, said centerline of Sciota Trail is described as follows: Beginning at the northeast corner of said East Half of the Northeast Quarter of Section 22, thence South 89 degrees 26 minutes 44 seconds West, assumed bearing, along the north line of said East Half of the Northeast Quarter a distance of 339.23 feet; thence South 88 degrees 26 minutes 20 seconds West a distance of 401.27 feet; thence southwesterly a distance of 269.23 feet along a tangential curve concave to the southeast having a radius of 325.00 feet and a central angle of 47 degrees 27 minutes 51 seconds; thence South 40 degrees 58 minutes

28 seconds West tangent to said curve a distance of 431.19 feet; thence southwesterly a distance of 292.99 feet along a tangential curve concave to the northwest having a radius of 1400.00 feet and a central angle of 11 degrees 59 minutes 26 seconds and said centerline there terminating.

Area: (53.8 acres)

**General Depiction of the Permanent Agricultural Conservation
Easement on the Gerald E. Taylor Revocable Living Trust and Mary E.
Taylor Living Trust Property**





Board of Commissioners

Request for Board Action

Item Number: DC-4649

Agenda #: 10.4

Meeting Date: 7/8/2025

DEPARTMENT: Parks

FILE TYPE: Consent Action

TITLE

Authorization To Execute Agreement With Xcel Energy Inc. For Relocation Of Transmission Pole Utilities Along Harry Avenue In Lake Byllesby Park Reserve, County Project 2000458

PURPOSE/ACTION REQUESTED

Authorize execution of a relocation agreement with Xcel Energy for relocation of an Xcel Energy owned transmission pole's stub pole, span guys, and down guy wires to accommodate the realignment of Harry Avenue.

SUMMARY

Dakota County is proceeding with the Harry Avenue and Mills Town State Trail realignment project to decrease the slope of the shared-use trail and create a safer crossing between the trail and the roadway. It will additionally add a concrete pad for interpretation adjacent to the trail. Current conditions of the trail and road require trail users to make three road crossings in one location at the bottom of a steep slope (Attachment: Harry Ave & Mills Town Site Map). In 2024, Dakota County Transportation staff identified a preferred alignment of both the road and the trail that meets the ADA accessible guidelines for a trail grade of five percent or less and meets the goals of reducing the number of trail and road conflict points (Attachment: Harry Ave & Mills Town Proposed Alignment). In May 2025, Dakota County entered a contract with Stantec Consulting Services Inc. for final design services for the preferred alignments.

There is an Xcel Energy transmission pole located between the existing trail and road, with its complementary guywires located northeast of the pole and trail. To accommodate the space necessary to realign Harry Avenue, Xcel Energy will have to relocate the guywires and their pertinent complementary infrastructure.

To proceed with the guy wire relocation, Xcel Energy requested that Dakota County enter into an agreement for reimbursement and relocation. The Xcel Energy relocation agreement provides for down payment of contractual obligations before commencing the work.

Xcel Energy estimates the cost of relocating its facilities, including engineering, materials, and construction, is up to \$139,688 including contingency. A downpayment of \$28,863 is required upon execution of a contract. Actual costs will be determined at the completion of construction (Attachment: Xcel Scoping Estimate).

RECOMMENDATION

Staff recommends the execution of a reimbursement agreement in an amount not to exceed

\$139,688 with Xcel Energy for relocation of pertinent transmission pole and guywire structures to accommodate the realignment of Harry Avenue in Lake Byllesby Park Reserve.

EXPLANATION OF FISCAL/FTE IMPACTS

The 2025 Park Capital Improvement includes a total project budget of \$200,000. There is sufficient budget for this proposed contract.

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

RESOLUTION

WHEREAS, to provide a safe and efficient parks and greenways system, Dakota County is proceeding with the Harry Avenue and Mills Town State Trail Realignment Project (2000458); and

WHEREAS, County Project 2000458 will entail the realignment of about 240 feet of the Mills Town State Trail, about 220 feet of Harry Avenue, and the paving of a concrete pad for interpretation in Lake Byllesby Park Reserve; and

WHEREAS, Dakota County is the lead agency for the Project; and

WHEREAS, Xcel Energy Inc. owns a transmission pole adjacent to the road and trail; and

WHEREAS, County Project 2000458's alignment was selected to improve safety for park and trail visitors in Lake Byllesby Park Reserve and the Mills Town State Trail; and

WHEREAS, Dakota County and Xcel Energy Inc. have reviewed the proposed alignments to assess the County Project's impact on Xcel Energy Inc.'s facilities; and

WHEREAS, Xcel Energy Inc. has completed its review and requires a new stub pole, span guys, and new and relocated down guywires; and

WHEREAS, Xcel Energy Inc. estimates the cost to complete their proposed work is \$139,688, with the County to pay 100 percent of the costs; and

WHEREAS, to proceed with Xcel Energy Inc.'s proposed work, Dakota County must enter a relocation agreement with Xcel Energy Inc. and pay a down payment of \$28,863; and

WHEREAS, staff recommends execution of a relocation agreement with Xcel Energy Inc. for the estimated County cost amount of \$139,688.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Parks Director to execute a relocation agreement with Xcel Energy Inc. for the necessary work on Xcel Energy Inc.'s facilities for County Project 2000458 in the amount of the actual costs currently estimated at \$139,688, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Harry Ave & Mills Town Site Map

Attachment: Harry Ave & Mills Town Proposed Alignment

Attachment: Xcel Scoping Estimate

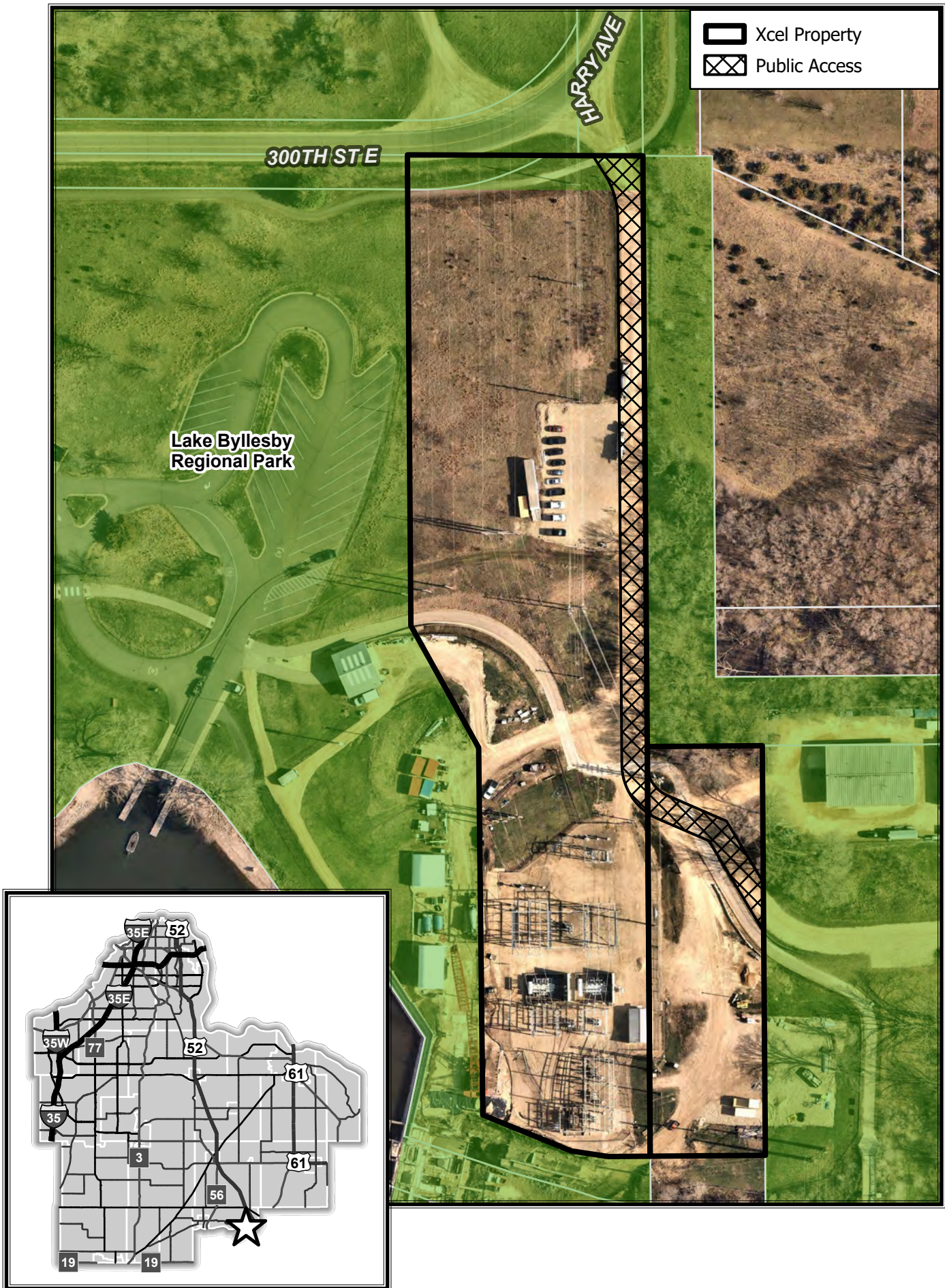
BOARD GOALS

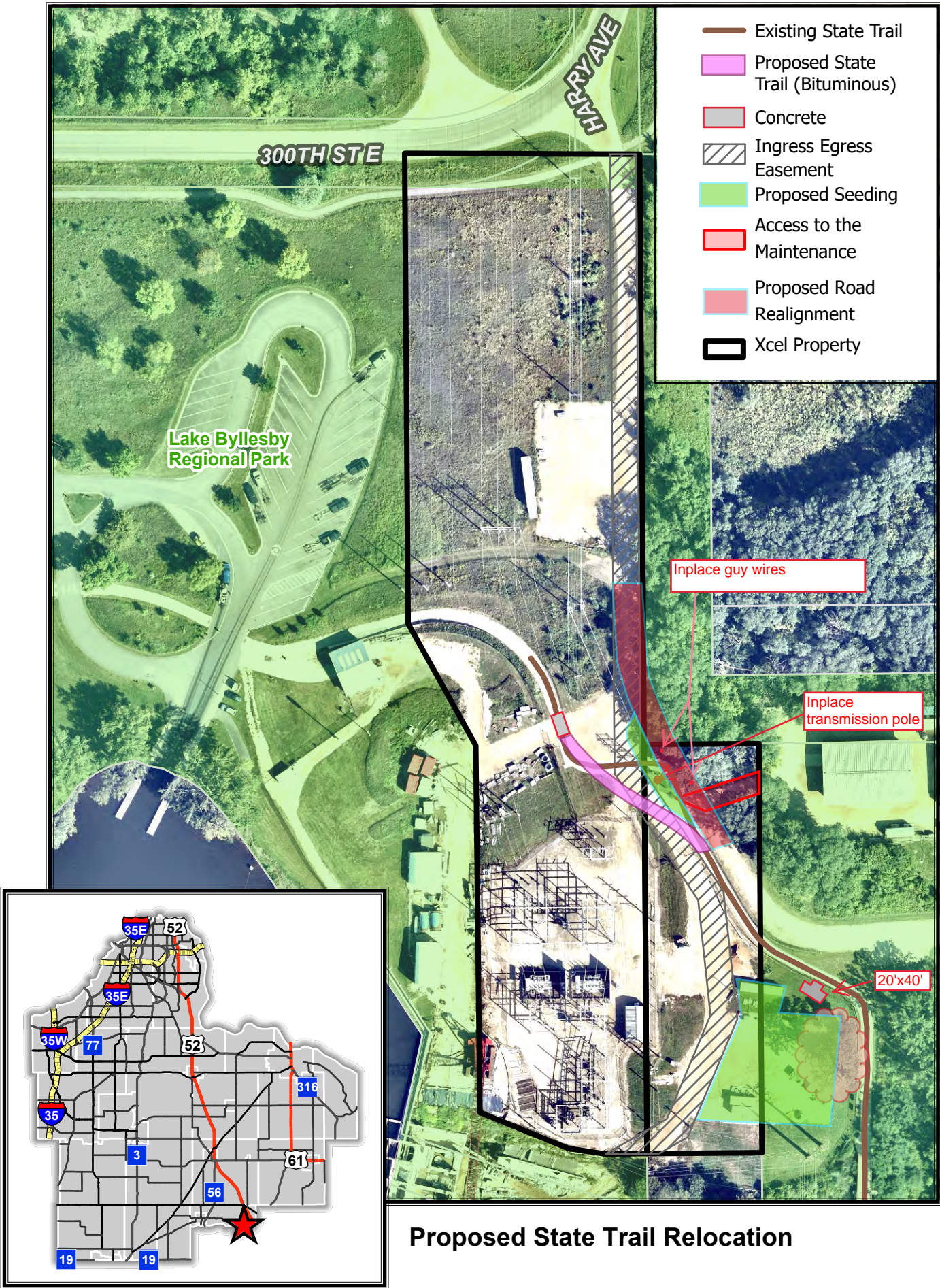
- ☐ Thriving People ☐ A Healthy Environment with Quality Natural Resources
☐ A Successful Place for Business and Jobs ☒ Excellence in Public Service

CONTACT

Department Head: Niki Geisler

Author: Michael Honer







Transmission

Summary of Project Parts

Doc# G-PM-SOP

Date: 10/18/2024

This is a summary of known project parts and the information provided is the Owner's best estimate of cost and lead-time from WO approval for each project. However, there are many factors that influence actual costs and these duration estimates, such as: construction requirements of permitting authorities to secure approvals; unexpected increases in material costs; unexpected increases or changes in labor charges; permitting authorities and required siting approvals; inclement weather and other acts of god; equipment delivery; company and non-company labor scheduling and availability; ability to schedule outages on Xcel Energy's and other electric companies' electric systems; emergencies occurring on Xcel Energy's or other electric companies' systems; and other factors not specifically identified. A proposed system One-line diagram is attached to this summary. This Summary of Project Parts will be included with the detailed project scoping documents and estimates as they become available for each part identified below.

Overall Project Manager: Josh Tomlinson

Overall In-Service Date: 12/31/2026

Overall Project Scope: This project on Line 0710, 69kV, includes installing a new stub pole northeast of the existing structure 0710-3 to create additional clearance from the bike path. This project is located in Cannon Falls, MN and is reimbursable.

Operating Company: NSPM

Included in this pkg.	Item #	L4 WBS	L5 WBS	PM WO	Description	Proj. Engineer	Requested In-Service Date	Estimated Capital Cost	Estimated O&M Cost	Est. Type
<input checked="" type="checkbox"/>	1	A.0000276		TBD	0710-3 Guy Reloc	HDR	12/31/2026	\$139,688	\$0	B
<input type="checkbox"/>	2									
<input type="checkbox"/>	3									
<input type="checkbox"/>	4									
<input type="checkbox"/>	5									
<input type="checkbox"/>	6									
<input type="checkbox"/>	7									
<input type="checkbox"/>	8									

Total Project Lead-time (mo.): 6 mo.

Total Net Expenditure (TNE) of All Capital Parts + AFUDC:* \$139,688

Total Net Expenditure (TNE) of All O&M Parts:*

* The TNE is the total cost of all projects listed that have costs completed to date. The accuracy of the TNE will be dependent on the estimate type indicated beside each line item. See below for estimate accuracy.

Estimate Type Legend

B = Budget Estimate

C = C2 Estimate Update

I = IFC Estimate Update

A = Actual Cost (Complete and In-Service)

NC = Estimate not yet available (Estimate will indicate \$0 until an estimate type is provided.)



Scoping Estimate – External Revision 0

A “Scoping Estimate” is provided by Xcel Energy for the convenience of the requesting entity (Requester). It is produced before engineering design has been completed and in many instances, before any engineering design has begun. Xcel Energy will make every effort to produce a representative estimate that incorporates as many project-specific factors as possible. However, a Scoping Estimate is generally based on typical conditions encountered on past construction projects and uses historical cost data from other Xcel Energy projects, which may or may not be directly comparable. A Scoping Estimate will only give a broad-based estimate of the possible costs that may be incurred during a potential construction project. Xcel Energy will not proceed to construction based on a Scoping Estimate.

Requester Name: Al Singer, Real Estate Manager Phone 952-891-7001
Address: Dakota County Administration Fax 952-891-7031
14955 Galaxie Ave.
Apple Valley, MN 55124-8579

The Requester should review the information detailed below and notify Xcel Energy in writing as soon as possible if anything in the preliminary scope or these assumptions is incorrect.

Project Information:

Transmission Line: 0710-3 to Cannon Falls Substation
Project Tracking number: TBD
Location: Cannon Falls, MN
Title: Guy Wire Relocation

Preliminary Scope:

This project on Line 0710, 69kV, will include installing a new stub pole, span guys, and down guy wires northeast of the existing structure 0710-3 to create additional clearance from the bike path. This project is located in Cannon Falls, MN and is reimbursable.

Preliminary Assumptions:

- Laydown yard location will be determined by Siting and Land Rights team at time of detailed design.
- Project schedule and duration are contingent upon outage and crew availability in the month(s) of scheduled construction.
- Existing Lines 0710 and 0711 will be able to handle outage for stub pole installation
- Estimate assumes internal vegetation management and matting resources
- Estimate assumes internal construction resources

By signing below, the Requester agrees that this document sets forth the correct Project Information, Scope, and Assumptions.

Scoping Estimate of Costs by Xcel Energy:

HD Estimate Name(s): C-T-HD LINE 0710-STR3-Cannon Sub 69kV Str 3 Guy Wire_SE

• Engineering	\$ 28,863
• Project Management	\$8,211
• Material	\$ 3,747
• Easements/S&LR	\$ 7,500
• Construction	\$ 60,386
• Risk/OVH/Esc.	\$23,482
• Scoping Estimate TNE:	\$139,688

Preliminary Schedule:

(Schedule starts upon return of this estimate, the associated agreement and payment for engineering)

- Engineering & detailed estimate 4 (weeks)
- (Schedule stops until payment for construction is received)
- Final design & material lead time 20 (weeks)
- Construction duration 2 (weeks)

To proceed with design of this project, Xcel Energy will require full payment of the engineering costs noted above. When preliminary engineering is complete a Relocation Agreement and a revised, detailed estimate, referred to as an Appropriations Estimate, will be developed and mailed to the requestor. Before materials can be ordered and construction dates can be finalized, the requestor must review, sign and return the Relocation Agreement, Appropriations Estimate and payment of 80% of the estimated total project cost.

Engineering and Design Deposit for this estimate \$28,863
(Requestor will be responsible for all Engineering and Design Costs)

This estimate is valid for 90 days from the latest signature date below.

A Scoping Estimate must be signed by both parties and dated. Each signature below is made contingent upon this document being signed by the other party.

Prepared By: Ben Arbizzani
Xcel Energy - NSP
Transmission Engineering Consultant
10/24/2024

**Approved By
Xcel Energy:**

Joshua Tomlinson	Date
Xcel Energy - NSP	
Project Manager II - Consultant	

**Approved By
Xcel Energy:**

Al Singer	Date
Dakota County Administration	
Real Estate Manager	



Overhead Transmission Line Design Guide

0710-3 to CTF

*Str 0710-3 to Cannon Falls – Reloc Guy Wire
(0710 & 0711, 69kV)*

Create Date: 10/15/2024

Revision Date:

Engineer(s): Ben Arbizzani

Designer(s):

Table of Contents

1.0	PROJECT SUMMARY	4
1.1	Project Overview	4
1.2	SAP Project Numbers.....	4
1.3	Schedule	4
1.4	Xcel Energy Standards	4
2.0	GENERAL DESIGN CONSIDERATIONS.....	5
2.1	General Design	5
2.2	Installs/Removals	5
2.3	Typical Structures	5
2.3.1	Tangent	5
2.3.2	Angle.....	5
2.3.3	Deadend	6
2.3.4	Switches	6
2.3.5	Structure Finish	6
2.3.6	Substation Termination.....	6
2.4	Aerial Markers and Signage.....	6
2.5	FAA and Local Height Restrictions	6
2.6	Survey Information	6
2.7	Avian Protection.....	6
2.8	Outage Constraints on Design.....	6
2.9	Constructability & Assumptions	7
2.10	Maintenance Plan	7
2.11	Line Crossing Locations.....	7
3.0	CONDUCTOR AND SHIELD WIRE.....	7
3.1	Conductor and Shield Wire Type.....	7
3.2	Conductor Design Temperature and Ampacity.....	8
3.3	Subtran Information	8
3.4	Wire Tension Limits.....	9
3.5	Galloping.....	9
3.6	Vibration Mitigation.....	9
3.7	Spacers	9
3.8	Phasing and Transpositions.....	9
3.9	EMF, Audible Noise, and Corona.....	10
3.10	Conductor Splicing.....	10
3.11	Conductor Finish	10
4.0	LIGHTNING PERFORMANCE AND GROUNDING	10
4.1	Lightning Performance.....	10
4.2	Structure Grounding.....	10
4.3	System Protection Considerations.....	10
4.3.1	Relay Protection Requirements.....	10
4.3.2	Fault Current Requirements.....	10
5.0	CLEARANCE CRITERIA	10
5.1	Elevation Zone	10

5.2	Weather Conditions	10
5.3	Typical Vertical Clearances	11
5.4	Horizontal Clearances	11
5.5	ROW Clearances	12
5.6	Clearances for Live Line Maintenance	12
5.7	Insulator Swing & Structure Clearances	12
6.0	INSULATION DESIGN.....	12
6.1	Electrical Ratings	12
6.2	Mechanical Ratings	13
7.0	FOUNDATION DESIGN CRITERIA	13
7.1	Soil Conditions	13
7.2	Design Software	13
7.3	Project Specific Design Considerations	13
7.4	Foundation Type	13
Appendix A Project Map & Soil Borings Map		
Appendix B Clearance Tables		
Appendix C Structure Drawings		

List of Tables

Table 1: Schedule	4
Table 2: Standards.....	4
Table 3: General Design	5
Table 4: Conductor and Shield Wire Type	7
Table 5: Conductor and Shield Wire Data	8
Table 6: Line Ampacity (Preliminary).....	8
Table 7: IEEE Std. 738-2006 Input Data.....	8
Table 8: Wire Stringing Tension Limits.....	9
Table 9: Galloping Criteria.....	9
Table 10: Total Number of Spiral Vibration Dampers Recommended Per Span	9
Table 11: Fault Current Requirements	10
Table 12: Conditions for Vertical Clearances.....	11
Table 13: Conditions for Horizontal Clearances	11
Table 14: ROW Clearances.....	12
Table 15: Insulator Swing	12
Table 16: Insulator Electrical Ratings	12
Table 17: Mechanical Ratings.....	13

1.0 PROJECT SUMMARY

1.1 Project Overview

This project on Line 0710, 69kV, will include installing a new stub pole, span guys, and down guy wires northeast of the existing structure 0710-3 to create additional clearance from the bike path. This project is located in Cannon Falls, MN and is reimbursable.

Estimate: C-T-HD LINE 0710-STR3-Cannon Sub 69kV Str 3 Guy Wire_SE

1.2 SAP Project Numbers

Scoping Estimate, A.0000276

1.3 Schedule

Table 1: Schedule	
SE Scope Review	10/31/2024

1.4 Xcel Energy Standards

(Create Links to the version of each standard you are using or note version and date)

Table 2: Standards		
Standard	Version, Date	Approved PW Exception Link
XEL-STD-Transmission Line Structural Loading Criteria	2.5, 01/09/2024	
XEL-STD-Transmission Line Clearance Criteria	4.4, 11/07/2023	
XEL-STD-Design of Transmission Line Foundations	4.2, 07/20/2023	
XEL-STD-Guideline for Design of Transmission Line Insulators	3.4, 05/02/2023	
XEL-STD-Specification for Procurement of Insulators - Bell Suspension	1.4, 03/21/2022	
XEL-STD-Specification for Procurement of Insulators - Polymer Braced Line Posts	1.5, 03/21/2022	
XEL-STD-Specification for Procurement of Insulators - Polymer Line Post	3.4, 03/21/2022	
XEL-STD-Specification for Procurement of Insulators - Polymer Suspension	2.4, 03/21/2022	
XEL-STD-Design Guide for Transmission Line Conductor	2.7, 04/27/2023	
XEL-STD-Guideline for Optical Ground Wire - OPGW	3.2, 12/21/2023	
XEL-STD-Guideline for Lightning Shielding of	1.4,	

Transmission Lines	04/13/2023	
XEL-POL-Facility-Rating-Methodology.doc	14, 11/15/2020	
ProjectWise Link to PLS Reports (User Created Reports)	-	
Link To Feature Code File (User Created Reports)	-	
Link To Criteria File (User Created Reports)	3.4	

2.0 GENERAL DESIGN CONSIDERATIONS

2.1 General Design

Table 3: General Design	
Voltage	69kV
Line Length	0.02 Miles
Substations	Cannon Falls (CTF)
Min Elevation	849ft
Max Elevation	853ft
AAT (Average Annual Temp)	50°F
AAMT (Average Annual Min Temp)	-80°F
Terrain	Urban
County	Dakota County, MN
PLS CADD Coordinate System	UTM 15N
ROW Width (New/Existing)	Existing

2.2 Installs/Removals

This project installs the following:

- One (1) 50ft stub pole, direct embed
- Three (3) span guys, ½” Utility Grade EHS
- Three (3) down guys and anchors, ½” Utility Grade EHS

This project removes the following

- Two (2) down guy wires and anchors

2.3 Typical Structures

2.3.1 Tangent

Tangent structures will be wood single-pole, horizontal post double circuit structures.

2.3.2 Angle

Angle structures will be two single-circuit, single-poles with suspension insulators.

2.3.3 Deadend

Deadend structures will be two single-circuit, single-poles with jumpers.

2.3.4 Switches

Switch structures will be laminated wood poles.

2.3.5 Structure Finish

The structure finish will be creosote coating (embedment depth +2%) for all new wood poles.

2.3.6 Substation Termination

Substation work is not required for this project.

2.4 Aerial Markers and Signage

Aerial markers will be used for all structures to label structure number, aligning with Xcel's standard drawings.

2.5 FAA and Local Height Restrictions

-This project is within 5 miles of Stanton Airfield – KSYN and does not require and notice to FAA Notice per 14 CFR 77.9

2.6 Survey Information

LiDAR will be determined if required at point of detailed design. Cost included in estimate to account for updating documentation per construction records.

2.7 Avian Protection

n/a

2.8 Outage Constraints on Design

A one (1) week outage will be required on Line 0711 between CTF and Switch 4S186 and on Line 0710 between CTF and NOF (Switch 4S26) for the work required to remove existing guys and install a new stub pole and associated guy wires.

2.9 Constructability & Assumptions

- Laydown yard location will be determined by Siting and Land Rights team at time of detailed design.
- Project schedule and duration are contingent upon outage and crew availability in the month(s) of scheduled construction.
- Existing Lines 0710 and 0711 will be able to handle outage for stub pole installation
- Estimate assumes internal vegetation management and matting resources
- Estimate assumes internal construction resources

2.10 Maintenance Plan

Design of new stub pole and associated guy wires will utilize standard materials and assemblies.

2.11 Line Crossing Locations

This Line is a double circuit with 0710 and 0711. No crossings present within scope of work.

3.0 CONDUCTOR AND SHIELD WIRE

3.1 Conductor and Shield Wire Type

Table 4: Conductor and Shield Wire Type		
	Existing Wire	
Conductor	336 26/7 ACSR / 477 26/7 ACSS	
OPGW		
Shield Wire	3/8" EHS	

Table 5: Conductor and Shield Wire Data					
Name	Size/Stranding	XP#/CatID	Rated Strength (lb)	Diameter (in)	Unit Weight (lb/ft)
“Linnet” ACSR	336 26/7	WIR036	14,100	0.721	0.6558
“Hawk” ACSS	477 26/7	WIR055	15,600	0.858	0.656
3/8” EHS	7-strand	WIR020	15,400	0.360	0.273

3.2 Conductor Design Temperature and Ampacity

Table 6: Line Ampacity (Preliminary)		
	Summer Line Rating	Winter Line Rating
Normal Operating Temperature	392°F (°C)	392°F (°C)
Emergency Operating Temperature	392°F (°C)	392°F (°C)
Normal Operating Amperage	668A	735A
Emergency Operating Amperage	735A	870A
MVA Normal	79.8 MVA	87.8 MVA
MVA Emergency	87.8 MVA	104MVA

Table 7: IEEE Std. 738-2006 Input Data			
Summer Ambient	104°F	Atmosphere	Clear
Winter Ambient	50°F	Conductor description	
Wind speed	4ft/s	Conductor resistance	0.209 ohm/mile at 20°F
Wind Angle	90°		0.257 ohm/mile at 75°F (°C)
Elevation	850ft	Emissivity	0.5
Conductor bearing (deg.)	90	Solar Absorptivity	0.5
Sun time (Hrs)	12	Summer Date	June 21 st (Day 172)
Conductor latitude	40°N	Winter Date	March 31 st (Day 90)

3.3 Subtran Information

PMC: COV_TP-CTF-69.0-1

PMC: NOT-CTF-69.0-1

3.4 Wire Tension Limits

Table 8: Wire Stringing Tension Limits		
Description	Wire Condition	Tension Limit
NESC <i>Medium/Heavy</i> (250B)	Initial FE	40%
Concurrent Ice and Wind (250D)	Initial FE	80%
NESC Extreme Wind (250C)	Initial FE	80%
NESC Tension Limit (261H1c)	Initial FE	35%
NESC Tension Limit (261H1c)	Creep FE	25%

3.5 Galloping

The required galloping criteria are below in Table 9.

(Adjust Tables As Needed)

Table 9: Galloping Criteria			
Risk Region	Amplitude Factor	Method	Required Clearance Between Ellipses
NSPM	1.0	CIGRE Report 322	Should Not Overlap

The loading criteria to determine the swing and sag of the conductors are (respectively):

- 32°F, no ice, 2 psf. wind (swing), creep
- 32°F, no ice, 0 psf. Wind (sag), creep

3.6 Vibration Mitigation

Hubbell Fargo Online application software use to determine damper needs.

Table 10: Total Number of Spiral Vibration Dampers Recommended Per Span		
Span Length (ft)	Standard Application	Hi Mass
0-800	TBD	SWR-DMP-089-001 (1)
801-1600	TBD	SWR-DMP-089-001 (2)
1601-2400	TBD	
*Reference Wire-Accessories Company Standards		

3.7 Spacers

n/a

3.8 Phasing and Transpositions

n/a

3.9 EMF, Audible Noise, and Corona

n/a

3.10 Conductor Splicing

n/a

3.11 Conductor Finish

n/a

4.0 LIGHTNING PERFORMANCE AND GROUNDING

4.1 Lightning Performance

n/a

4.2 Structure Grounding

Structures will be grounded per latest Xcel Energy Standards.

4.3 System Protection Considerations

4.3.1 Relay Protection Requirements

n/a

4.3.2 Fault Current Requirements

Table 11: Fault Current Requirements	
Calculated Fault Current Rating Required	TBD kA ² *sec
<i>WIR020 3/8" EHS</i>	TBD kA ² *sec

5.0 CLEARANCE CRITERIA

5.1 Elevation Zone

≤5300'

5.2 Weather Conditions

Table 13: Weather Criteria			
Description	Wire Temp (°F)	Wire Ice Thickness (in)	Wind (psf)
NESC <i>Medium/Heavy</i> (250B)	0	0.5	4
NESC Concurrent Ice and Wind (250D)	15	0.5	9.216
NESC Extreme Wind (250C)	60	0	25.6
AAMT/Uplift	-20	0	0
AAT/Deflection	40	0	0
Differential Ice	32	0.5	0
Construction	-20	0	2

5.3 Typical Vertical Clearances

Vertical clearances are checked based on the conditions in Table 12.

Table 12: Conditions for Vertical Clearances	
Condition	Weather Case
1	Max Opt Temp, no wind, no ice, Final Sag
2	32°F, no wind, max design radial ice, Final Sag
3	60°F, 6 PSF wind, no ice, Final Sag

5.4 Horizontal Clearances

Horizontal clearances are checked based on the conditions in Table 13.

Table 13: Conditions for Horizontal Clearances	
Condition	Weather Case
1	No Wind, 60°F, Final Sag
2	6PSF wind, 60°F, Final Sag
3	NESC250C wind, 60°F, Final Sag

5.5 ROW Clearances

Table 14: ROW Clearances	
Weather Case	Clearance (ft)
60°F, no wind, Creep FE	11.3
60°F, 6PSF wind, Creep FE	8.3
60°F, 90 MPH wind, Creep FE	0.4

5.6 Clearances for Live Line Maintenance

Clearances shall maintain MAD clearances per latest Xcel Energy Criteria

5.7 Insulator Swing & Structure Clearances

All insulator designs shall be analyzed utilizing insulator swing analysis software within PLS-CADD. Allowable insulator swing angle is dependent upon insulator assembly geometry. Structure geometry has been selected to prevent electrical clearance violations under required weather conditions. These weather conditions are defined in Table 15.

Table 15: Insulator Swing	
Weather Case	Clearance (ft)
60°F, no wind, Initial FE	2.2
60°F, 6PSF (48.4 MPH) wind, Creep FE	1.4
60°F, 14.6 PSF (75.6 MPH) wind, Creep FE	0.6

-Clearance to guy or span wires = 1.9ft

6.0 INSULATION DESIGN

6.1 Electrical Ratings

Table 16 describes the minimum insulation level for the given insulator assemblies.

Table 16: Insulator Electrical Ratings	
Insulator Assembly	Combined Min Dry Arc (in)
<i>Tangent – Horz Post INY-HLP-252-002 (69kV)</i>	35.75"
<i>DE – Strain ING-BEL-004-035 (69 kV)</i>	41.50"

6.2 Mechanical Ratings

The allowable loading limits shown in Table 17 have been applied to their respective insulator configuration.

Table 17: Mechanical Ratings	
Insulator Assembly Configuration	NESC District Loading
<i>INY-HLP-252-002 (Tangent/Running Angle)</i>	50% of STL (specified tension load)/. Max vertical working load per manufacture = 3,250 lbs.
<i>ING-BEL-004-035 (Dead End)</i>	50% of SML, Max factored tension = 30,000 lbs

7.0 FOUNDATION DESIGN CRITERIA

7.1 Soil Conditions

n/a

7.2 Design Software

PLS-Cadd

7.3 Project Specific Design Considerations

n/a

7.4 Foundation Type

Backfill will be used for all new direct embed poles conforming to Xcel's latest standards

Scope Summary Report

Project Information:

Project Title:

LINE 0710-STR3-Cannon Sub 69kV Reloc Str 3 Guy Wire

WBS Level 2:

A.0000276

WBS Level 4:

A.0000276.OXX.O0X.O0X

Operating Company (OPCO):

NSPM

State:

MN

Project Tier:

3

Sub/T-Line:

Transmission Line

InEight Estimate Name:

0710 STR3-CANNON FALLS Reloc Guy Wire Reimb

Project Stage:

Scoping

Estimate Date:

11/26/2024

In-Service Date:

12/31/2026

Project Manager:

Josh Tomlinson

CMT Sponsor Engineer:

Ben Gallay

Project Lead Engineer:

Estimate Prepared By:

Ben Arbizzani

Project Length (mi):

0.02

Voltage (kV):

69

The formatting of this WBS Level 2 number looks incorrect.

1

(if other than Project Lead Engineer)

(See Scope Segment Details below)

General Project Purpose & Scope:

This project is to install a new stub pole north east of existing structure 0710-3 to create additional clearance from the bike path. This project is located in Cannon Falls, MN and is reimbursable.

Estimate Assumptions:

1 Laydown yard location will be determined by Siting and Land Rights team at time of detailed design

2 Project schedule and duration are contingent upon outage and crew availability in the month(s) of scheduled construction

3 Existing Lines 0710 and 0711 will be able to handle an outage for stub pole installation

4 Estimates assumes internal vegetation management and matting resources

5 Estimate assumes internal construction resources

Scope Details:

Scope Segment	Segment Description	Segment Length (mi)
S.1	0710-3	0.02
S.2		
S.3		
S.4		
S.5		

Scope Segment	Segment Description	Segment Length (mi)
S.6		
S.7		
S.8		
S.9		
S.10		

Scope Segment	Typical Tangent Type (INSTALL)	Description (Optional)	Total Str Count (Install)	
None Entered				
Scope Segment	Typical Tangent Type (REMOVAL)	Description (Optional)	Total Str Count (Remove)	
None Entered				
Scope Segment	Typical Angle Type	Description (Optional)	Total Str Count (Install)	Total Str Count (Remove)
None Entered				
Scope Segment	Typical Dead End Type	Description (Optional)	Total Str Count (Install)	Total Str Count (Remove)
S.1	Wood_Mono_Guy	Stub Pole	1	

Wires

Scope Segment	Phase Wire Type	Qty Phase Install (Station mi)	Qty Phase Remove (Station mi)	Shield Wire Type	Qty SW Install (Station mi)	Qty SW Remove (Station mi)
None Entered						

Major Property Units:

Below are the major property units that will be installed/removed as part of this project:

	Property Unit	Install	Remove	Comments
1	Arrester (Multiple)	No	No	0 Str(s) Installed & 0 Str(s) Removed above
2	Conductor Overhead (2920187209)	No	No	0 Station mile(s) install, 0 Station mile(s) remove above
3	Damper (2950189709)	No	No	Assumed that installed and removed structures have dampers
4	Guy Wire (3490241709)	Yes	Yes	1 Str(s) Installed & 0 Str(s) Removed above
5	Insulator (2920189459)	No	No	1 Str(s) Installed & 0 Str(s) Removed above
6	Pole, Cross Arm (6460817409)	No	No	0 Str(s) Installed & 0 Str(s) Removed above
7	Pole, Insulated Cross Arm (6460817509)	No	No	0 Str(s) Installed & 0 Str(s) Removed above
8	Pole Not Wood (6460816409)	No	No	0 Str(s) Installed & 0 Str(s) Removed above
9	Pole Wood (6460817209)	Yes	No	1 Str(s) Installed & 0 Str(s) Removed above
10	Switch Gang (Multiple)	No	No	0 Str(s) Installed & 0 Str(s) Removed above
11	Tower (7960880809)	No	No	0 Str(s) Installed & 0 Str(s) Removed above
12	X-Brace (8710945709)	No	No	0 Str(s) Installed & 0 Str(s) Removed above
13	Anti-Galloping Device (Not a PU)	No	No	Not a Property Unit

CI - Confidential Information-External

130

(1b) SAP Entry Form															
Project Title: LINE 0710-STR3-Cannon Sub 69kV Reloc Str 3 Guy Wire						Project Stage: Scoping									
Region: NSPM						Estimate Date: 10/4/2024									
State: MN						Snapshot Date: 11/26/2024									
Project Structure Overview		Name	Identification	Cost to Date (From CJI3N)	Estimate Costs to Complete	Overheads Cost to Complete	Total Cost	Estimate Total Hrs to Complete (1)	Scoping Est. Snapshot	Approp. Est. Snapshot	Eng. Est. Snapshot	Closeout Actuals	Variance %	Closeout Comments	
WBS Level 1		Group Name	Make sure WBS L4 Identification contains periods!			E&S (% of Directs) >	2.65%		2.65%						
WBS Level 2			A.0000276		Material P&W (% of Directs) >	2.31%									
WBS Level 3			A.0000276.OXX		A&G (% of Directs) >	0.26%									
					Escalation (% of Directs) >	1.12%									
WBS Level 4 - Transmission Line		LINE 0710-STR3-Cannon Sub 69kV Reloc Str 3 Guy Wire			A.0000276.OXX.O0X.O0X	\$ 0	\$ 129,188	\$ 4,791	\$ 133,979	(w/out AFUDC)	\$ 133,979	0.00%			
WBS Level 5 - PLAN		A.0000276.OXX.O0X.O0X.01			\$ 0	\$ 44,574	\$ 1,598	\$ 46,172		\$ 46,172					
Order - Internal Labor (INLAB)	Internal Labor (INLAB)	1	\$ -	\$ 24,574	\$ 715	\$ 25,289	254	\$ 25,289					0.00%		
Order - Contribution in Aid of Const (CAIC)	Contribution in Aid of Const (CAIC)	2	\$ -	\$ -	\$ -	\$ -	0	\$ -				0.00%			
Order - External Siting & Land Rights (EXSLR)	External Siting & Land Rights (EXSLR)	3	\$ -	\$ -	\$ -	\$ -	0	\$ -				0.00%			
Order - External Engineering (EXENG)	External Engineering (EXENG)	4	\$ -	\$ 20,000	\$ 883	\$ 20,883	99	\$ 20,883				0.00%			
Order - Geotech	Geotech	5	\$ -	\$ -	\$ -	\$ -	0	\$ -				0.00%			
WBS Level 5 - PROC		A.0000276.OXX.O0X.O0X.02			\$ 0	\$ 3,747	\$ 195	\$ 3,942		\$ 3,942					
Order - Anchor Bolts (ANCR BLT)	Anchor Bolts (ANCR BLT)	16	\$ -	\$ -	\$ -	\$ -	-	\$ -					0.00%		
Order - Conductor and Fiber/Shield Wire (COND)	Conductor and Fiber/Shield Wire (COND)	17	\$ -	\$ -	\$ -	\$ -	-	\$ -				0.00%			
Order - Culverts (CLVT)	Culverts (CLVT)	18	\$ -	\$ -	\$ -	\$ -	-	\$ -				0.00%			
Order - Foundation Material (FND MAT)	Foundation Material (FND MAT)	19	\$ -	\$ -	\$ -	\$ -	-	\$ -				0.00%			
Order - Insulators & Hardware (INS & HW)	Insulators & Hardware (INS & HW)	20	\$ -	\$ 2,864	\$ 149	\$ 3,014	-	\$ 3,014				0.00%			
Order - Structures (STR)	Structures (STR)	21	\$ -	\$ -	\$ -	\$ -	-	\$ -				0.00%			
Order - Switch (SW)	Switch (SW)	22	\$ -	\$ -	\$ -	\$ -	-	\$ -				0.00%			
Order - Temporary Work Material (TMP MAT)	Temporary Work Material (TMP MAT)	23	\$ -	\$ -	\$ -	\$ -	-	\$ -				0.00%			
Order - Wood Structures (WD STR)	Wood Structures (WD STR)	24	\$ -	\$ 883	\$ 46	\$ 929	-	\$ 929				0.00%			
Order - Concrete	Concrete	25	\$ -	\$ -	\$ -	\$ -	-	\$ -				0.00%			
WBS Level 5 - CNST		A.0000276.OXX.O0X.O0X.03			\$ 0	\$ 67,886	\$ 2,997	\$ 70,883		\$ 70,883					
Order - Internal Construction (INCNST)	Internal Construction (INCNST)	56	\$ -	\$ 59,946	\$ 2,647	\$ 62,593	0	\$ 62,593					0.00%		
Order - External Construction (EXCNST)	External Construction (EXCNST)	57	\$ -	\$ -	\$ -	\$ -	0	\$ -				0.00%			
Order - Civil Construction (CVL)	Civil Construction (CVL)	58	\$ -	\$ 440	\$ 19	\$ 459	0	\$ 459				0.00%			
Order - Trucking (TRCK)	Trucking (TRCK)	59	\$ -	\$ -	\$ -	\$ -	0	\$ -				0.00%			
Order - Restoration (RSTR)	Restoration (RSTR)	60	\$ -	\$ -	\$ -	\$ -	0	\$ -				0.00%			
Order - Temporary Facilities (TFAC)	Temporary Facilities (TFAC)	61	\$ -	\$ -	\$ -	\$ -	0	\$ -				0.00%			
Order - Vegetation Management (VMGMT)	Vegetation Management (VMGMT)	62	\$ -	\$ 7,500	\$ 331	\$ 7,831	0	\$ 7,831				0.00%			
Order - Removal (REM)	Removal (REM)	63	\$ -	\$ -	\$ -	\$ -	0	\$ -				0.00%			
WBS Level 5 - Other		A.0000276.OXX.O0X.O0X.04			\$ 0	\$ -	\$ -	\$ -		\$ -					
Indirect Costs					\$ 0	\$ 12,982	\$ 12,982	\$ 12,982							
		Risk Reserve	\$ -	\$ 11,621	\$ -	\$ 11,621	-	\$ 11,621					0.00%		
		Escalation	\$ -	\$ 1,361	\$ -	\$ 1,361	-	\$ 1,361					0.00%		
AFUDC (Not included in project totals above)															
		AFUDC		\$ 5,709	\$ -	\$ 5,709	-	\$ 5,709					0.00%		
		Project Total with AFUDC				\$ 139,688	(w/ AFUDC)	\$ 139,688							

Property Unit Report

Project Title: LINE 0710-STR3-Cannon Sub 69kV Reloc Str 3 Guy Wire
WBS Level 4: A.0000276 (Lvl 4: A.0000276.OXX.00X.00X)
Sub/T-Line: Transmission Line
Region: NSPM
State: MN
Project Stage: Scoping
Estimate Date: 10/4/2024

Summary

Total Cost:	\$	139,688.08
Total CWIP Cost:	\$	113,688.08
CWIP Percentage:		81.39%
Total RWIP Cost:	\$	26,000.00
RWIP Percentage:		18.61%

Action (Install / Removal)	Plant Account No.	Property Unit Description	Quantity	Unit	% Allocation	Cost Estimate	Comments
I	3490241709	Guy Wire	5	0	75.37%	\$ 105,289	
I	6460817209	Pole Wood	1	0	6.01%	\$ 8,399	
R	3490241709	Guy Wire	2	0	18.61%	\$ 26,000	
Total						\$ 139,688.08	

Monthly Forecast Report

Project Title: LINE 0710-STR3-Cannon Sub 69kV Reloc Str 3 Guy Wire

WBS: A.0000276 (Lvl 4: A.0000276.OXX.OOX.OOX)

Sub/T-Line: Transmission Line

Operating Company (OPCO): NSPM

State: MN

Project Stage: Scoping

Project Start Date:

Estimate Date: 10/4/2024

In-Service Date: 12/31/2026

Escalation %: 1.12%

Total Project Risk Reserve: \$ 11,621

Total Cost to Date: \$ 0

Total after Escalation Monthly Forecast after Escalation	January	February	March	April	May	June	July	August	September	October	November	December	Total
2024									\$ -	\$ 3,281	\$ 6,381	\$ -	\$ 9,662
2025	\$ -	\$ 4,077	\$ 17,279	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,356
2026	\$ -	\$ 1,843	\$ 8,169	\$ 8,175	\$ 8,181	\$ 8,187	\$ 8,193	\$ 8,199	\$ 8,205	\$ 8,211	\$ 11,983	\$ 11,992	\$ 91,340
2027													\$ -
													\$ 122,358

CI - Confidential Information-External

133

Schedule Activity Hours Report						
Project Title: LINE 0710-STR3-Cannon Sub 69kV Reloc Str 3 Guy Wire WBS: A.0000276 (Lvl 4: A.0000276.OXX.OOX.OOX) Sub/T-Line: Transmission Line			Operating Company (OPCO): NSPM State: MN Project Stage: Scoping			
Activity ID	Activity Name	Est. Duration (wks)	Associated LOE (Stage)	P6 Role Code	P6 Role Description	Est. Hours
Stage 1-Rollup	Project Origination (LOE)		Stage 1	Proj_Mgr	Project Manager	1
Stage 2-Rollup	Budget Estimate Package (LOE)		Stage 2	Proj_Mgr	Project Manager	1
Stage 4-Rollup	Project Development (LOE)		Stage 4	Proj_Mgr	Project Manager	1
Stage 5-Rollup	Engineering (LOE)		Stage 5	Proj_Mgr	Project Manager	10
Stage 6-Rollup	Construction (LOE)		Stage 6	Proj_Mgr	Project Manager	20
Stage 7-Rollup	Close Out (LOE)		Stage 7	Proj_Mgr	Project Manager	10
Stage 2-Rollup	Budget Estimate Package (LOE)		Stage 2	Proj_Cost_Cntl	Project Cost Control	1
Stage 3-Rollup	Budget Approval (LOE)		Stage 3	Proj_Cost_Cntl	Project Cost Control	2
Stage 4-Rollup	Project Development (LOE)		Stage 4	Proj_Cost_Cntl	Project Cost Control	2
Stage 5-Rollup	Engineering (LOE)		Stage 5	Proj_Cost_Cntl	Project Cost Control	3
Stage 6-Rollup	Construction (LOE)		Stage 6	Proj_Cost_Cntl	Project Cost Control	20
Stage 7-Rollup	Close Out (LOE)		Stage 7	Proj_Cost_Cntl	Project Cost Control	13
Stage 1-Rollup	Project Origination (LOE)		Stage 1	Proj_Sche_Cntl	Project Schedule Control	1
Stage 2-Rollup	Budget Estimate Package (LOE)		Stage 2	Proj_Sche_Cntl	Project Schedule Control	1
Stage 3-Rollup	Budget Approval (LOE)		Stage 3	Proj_Sche_Cntl	Project Schedule Control	1
Stage 4-Rollup	Project Development (LOE)		Stage 4	Proj_Sche_Cntl	Project Schedule Control	1
Stage 5-Rollup	Engineering (LOE)		Stage 5	Proj_Sche_Cntl	Project Schedule Control	1
Stage 6-Rollup	Construction (LOE)		Stage 6	Proj_Sche_Cntl	Project Schedule Control	20
Stage 7-Rollup	Close Out (LOE)		Stage 7	Proj_Sche_Cntl	Project Schedule Control	1
Stage 4-Rollup	Project Development (LOE)		Stage 4	Tran_CMT_Spons	CMT Sponsor	6
Stage 5-Rollup	Engineering (LOE)		Stage 5	Tran_CMT_Spons	CMT Sponsor	12
Stage 6-Rollup	Construction (LOE)		Stage 6	Tran_CMT_Spons	CMT Sponsor	25
Stage 7-Rollup	Close Out (LOE)		Stage 7	Tran_CMT_Spons	CMT Sponsor	4
Stage 5-Rollup	Engineering (LOE)		Stage 5	Tran_Surv	Surveyor	8
Stage 7-Rollup	Close Out (LOE)		Stage 7	Tran_Surv	Surveyor	8
Stage 5-Rollup	Engineering (LOE)		Stage 5	Data-Records Mgmt	Data-Records Mgmt	20
Stage 7-Rollup	Close Out (LOE)		Stage 7	Data-Records Mgmt	Data-Records Mgmt	20
Stage 7-Rollup	Close Out (LOE)		Stage 7	FacRate_Eng	Facility Rating Engineer	4
Stage 5-Rollup	Engineering (LOE)		Stage 5	SP_Eng	Sys Protection Engineer	16
Stage 1-Rollup	Project Origination (LOE)		Stage 1	Consult_Tran_Eng	Consulting Engineer/Designer	13
Stage 2-Rollup	Budget Estimate Package (LOE)		Stage 2	Consult_Tran_Eng	Consulting Engineer/Designer	14
Stage 3-Rollup	Budget Approval (LOE)		Stage 3	Consult_Tran_Eng	Consulting Engineer/Designer	14
Stage 4-Rollup	Project Development (LOE)		Stage 4	Consult_Tran_Eng	Consulting Engineer/Designer	14
Stage 5-Rollup	Engineering (LOE)		Stage 5	Consult_Tran_Eng	Consulting Engineer/Designer	14
Stage 6-Rollup	Construction (LOE)		Stage 6	Consult_Tran_Eng	Consulting Engineer/Designer	14
Stage 7-Rollup	Close Out (LOE)		Stage 7	Consult_Tran_Eng	Consulting Engineer/Designer	14

Internal Construction Summary Report

Project Title: LINE 0710-STR3-Cannon Sub 69kV Reloc Str 3 Guy Wire
WBS Level 4: A.0000276 (Lvl 4: A.0000276.OXX.OOX.OOX)
Sub/T-Line: Transmission Line
Region: NSPM
State: MN
Project Stage: Scoping
Estimate Date: 10/4/2024

Cost and Hours Summary by Category

Category	Cost	Hours
Internal Civil Labor:	\$ -	0
Internal Civil Equipment:	\$ -	0
Internal Line Labor:	\$ -	0
Internal Line Equipment:	\$ -	0
Internal Trucking Labor:	\$ -	0
Internal Trucking Equipment:	\$ -	0
Total:	\$ -	0

Internal Civil Construction Labor & Equipment

Totals =												LABOR HOURS						LABOR COST						Per Diem Costs					Equipment		Total Labor & Equipment Cost
Activity ID	PM Order	Activity / Task	Activity Description	Foundation Type or Mat Type	Foundation Size or Quantity of Mats	Foundation or Mat Quantity	Crew Size	Activity Start Date	Activity Finish Date	Qty of Days	Qty of Weeks	Crew Labor	Foreman	General Foreman	Supervisor	Inspector	Total Hours	Crew Labor	Foreman	General Foreman	Supervisor	Inspector	Total Labor Cost	Crew	Foreman	General Foreman	Inspector	Total Per Diem Cost	Hours	Cost	
No activities defined in Civil tabs																															

Internal Line Construction Labor & Equipment

Totals =												LABOR HOURS						LABOR COST						Per Diem Costs					Equipment		Total Labor & Equipment Cost
Activity ID	PM Order	Activity / Task	Activity Description	Line Construction Type	Qty of Strs Installed per activity	Miles of Line Installed or Removed	Crew Size	Activity Start Date	Activity Finish Date	Qty of Days	Qty of Weeks	Crew Labor	MTI Handler	General Foreman	Supervisor	Inspector	Total Hours	Crew Labor	MTI Handler	General Foreman	Supervisor	Inspector	Total Labor Cost	Crew	Foreman	General Foreman	Inspector	Total Per Diem Cost	Total Equipment Hours	Total Equipment Cost	
No activities defined in Line tabs																															

Internal Trucking Labor & Equipment

Totals =												LABOR & EQUIPMENT HOURS						LABOR & EQUIPMENT COST								
Activity ID	PM Order	Activity / Task	Activity Description	Truck Tractor Equipment			Semi-Trailer Equipment			Qty of Days	Qty of Weeks	Operator Labor	Truck Tractor	Semi-Trailer	Foreman	General Foreman	Total Hours	Operator Labor	Truck Tractor	Semi-Trailer	Foreman	General Foreman	Total Cost	Total Labor Cost	Total Equipment Cost	Total Labor & Equipment Cost
No activities defined in Trucking tab																										

End of Report

Contract Construction Summary Report

Project Title: LINE 0710-STR3-Cannon Sub 69kV Reloc Str 3 Guy Wire
WBS Level 4: A.0000276 (Lvl 4: A.0000276.0XX.00X.00X)
Sub/T-Line: Transmission Line
Region: NSPM
State: MN
Project Stage: Scoping
Estimate Date: 10/4/2024

Cost Summary by Category

Category	Cost
Contract Bid Units:	\$ 60,385.85
Vegetation Management:	\$ 7,500.00
Other Contract Costs:	\$ -
Total:	\$ 67,885.85

Contract Bid Units Summary

Group	Region	PM Order	Total Bid Unit Cost(s)	Total Additional Weight Cost(s)	Total T&E	Total Cost(s)	Start Date	End Date
1	NSPM	Internal Construction (INCNST)	\$ 54,496	\$ -	\$ 5,450	\$ 59,946	2/19/2026	12/7/1992
2	NSPM	Civil Construction (CVL)	\$ 400	\$ -	\$ 40	\$ 440	1/15/2026	3/15/1901
3	NSPM	Removal (REM)	\$ -	\$ -	\$ -	\$ -	-	1/0/1900

Category	Type	Description (Long Text)	Units	Action	Job Aid Reference	Unit Rate ID Code	SAP ID Code	SAP Short Text	Group 1 Project Quantity	Group 2 Project Quantity	Group 3 Project Quantity	Group 1 Weight Adder Quantity	Group 2 Weight Adder Quantity	Group 3 Weight Adder Quantity
Structure	Wood	Sgl≤85'	Per Each	Install	2.1.1.1.1	TO.1.001.1	4010180	ET_CO_SW-SGL≤85'_INS_EA	1					
Structure Related	Anchor	Helix with 5' Extension	Per Each	Install	2.1.3.1.1	TO.4.001.1	4010255	ET_CO_HELIXANCHORWITH5'EXTENSION_INS_EA	2					
Structure Related	Guying	Span Guy; 3/8"-9/16"	Per Linear Foot	Install/Remove/Rep	2.1.3.3.1	TO.6.001.5	4010267	ET_CO_SPAN GUY; 3/8"-9/16" _IRR_EA	800					
Structure	Matting	Laminated Timber 6"	Per Sq Ft	Install/Remove	4.1.1.10.1	TC.19.001.4	4010845	ET_CO_CVL MAT-LAMINATED TIMBER 6" _I/R_EA		400				

Vegetation Management Summary

PM Order	Description	Total Contract Cost	Start Date	End Date
Vegetation Management (VMGMT)	Pre-Construction Activities	\$ 2,500	Stage5	Stage5
Vegetation Management (VMGMT)	Construction Phase Activities	\$ 5,000	Stage6	Stage6

Other Contract Costs

PM Order	Description	Total Contract Cost	Start Date	End Date
No activities defined for Other Contracts				

End of Report

0710
STR 3 - CANNON FALLS

Legend

- 0710
- 0711
- CANNON FALLS XMSN SUBSTATION - CTF

0710-3
INCLUDED SCOPE
OF WORK

CANNON FALLS XMSN SUBSTATION - CTF

0710 - 5

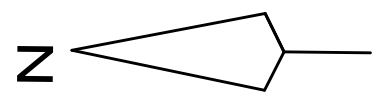
0710 - 4

0710 - 3

0710 - 2

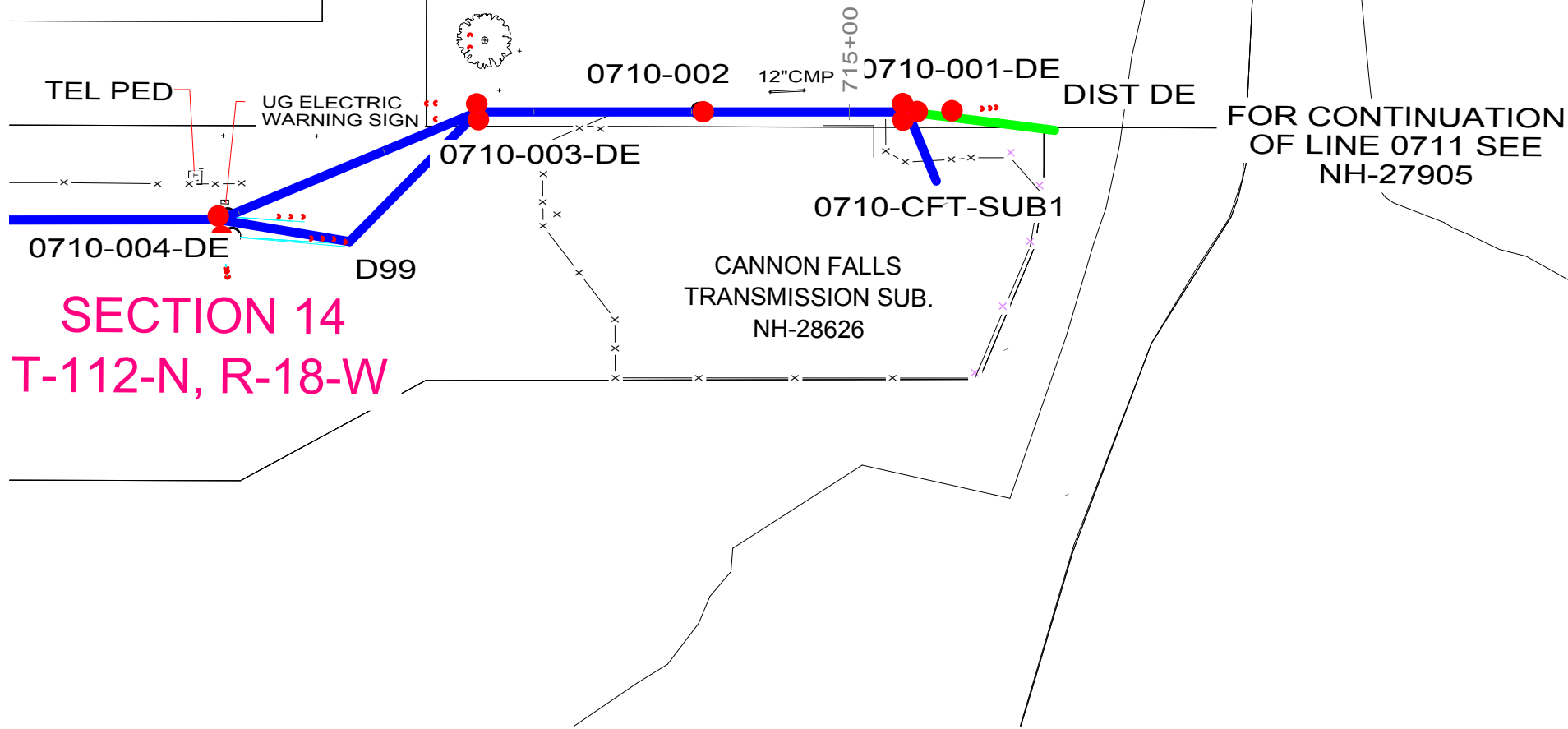
0710 - 1

0710 - 1A



SECTION 13
2-N, R-18-W

SECTION 14
T-112-N, R-18-W



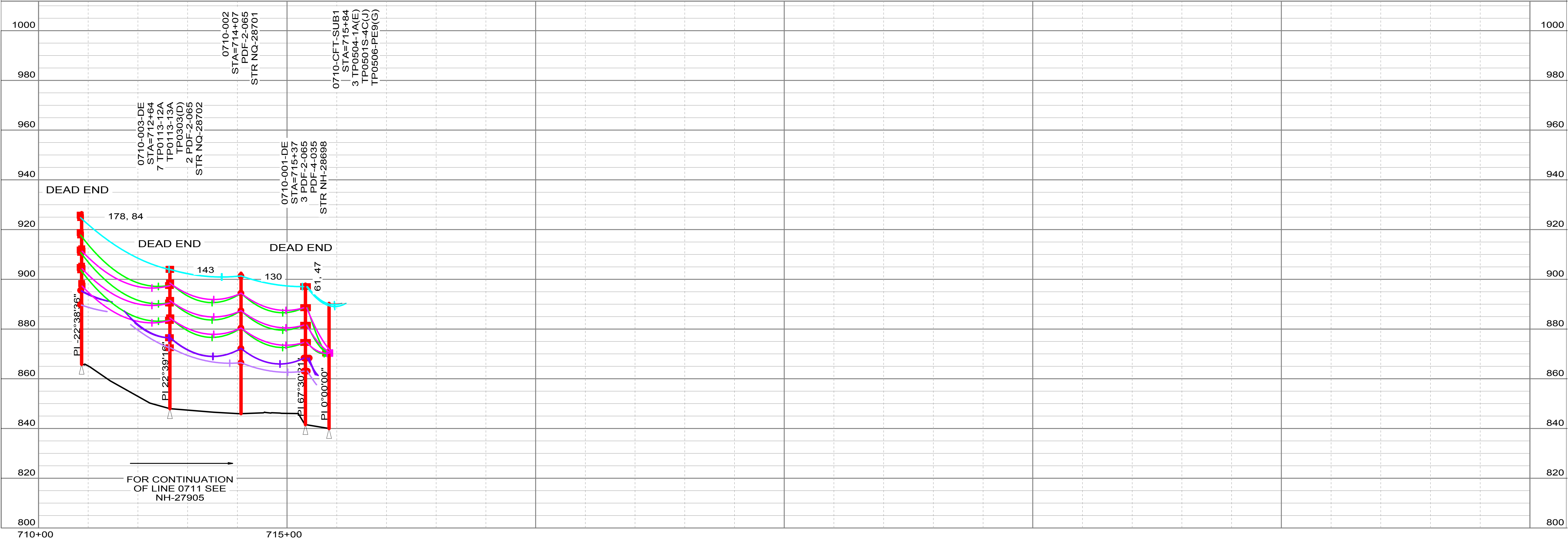
PLAN VIEW LEGEND

DOUBLE CIRCUIT NOTE:
LINE 0710 IS DOUBLE CIRCUIT WITH LINE 0711
FROM STR 019 TO CANNON FALL TRANS SUB (CTF).
LINE 0710 IS ON THE RIGHT AND LINE 0711 IS ON
THE LEFT WHEN LOOKING TOWARDS CFT SUB.

- LINE 0710 CENTERLINE
- ROAD INFORMATION
- TRANSMISSION CROSSING
- DISTRIBUTION CROSSING
- UNION PACIFIC RAILROAD
- RAILROAD EASEMENT
- WATER BODY
- SECONDARY ALIGNMENT

PROFILE VIEW LEGEND

- SHIELD WIRE - 3/8" EHS STEEL
- LINE 0710 CONDUCTOR - 477 KCMIL 26/7 ACSS
- DISTRIBUTION UNDERBUILD
- DISTRIBUTION NEUTRAL
- TRANSMISSION STRUCTURE
- GROUNDLINE



THIS MAP/DRAWING IS A TOOL TO ASSIST EMPLOYEES IN THE PERFORMANCE OF THEIR JOB'S. YOUR PERSONAL SAFETY IS PROVIDED FOR BY USING SAFETY PRACTICES, PROCEDURES AND EQUIPMENT AS DESCRIBED IN THE SAFETY TRAINING PROGRAMS, MANUALS AND SPARS.
INTERNAL INFORMATION: DO NOT COPY OR DISTRIBUTE TO OTHERS WITHOUT EXPRESS WRITTEN CONSENT FROM XCEL ENERGY.



100.0 FT. HORIZ. SCALE
20.0 FT. VERT. SCALE

LINE 0710
STR 0703-227 TO CTF SUB

69KV	STR. 0710-003-DE TO 0710-CFT-SUB1
OF 36	REV 1
NH-33431- 36	



Board of Commissioners

Request for Board Action

Item Number: DC-4363

Agenda #: 10.5

Meeting Date: 7/8/2025

DEPARTMENT: Parks

FILE TYPE: Consent Action

TITLE

Authorization To Award Bid And Execute Contract With Eureka Construction, Inc. To Provide General Contractor Services For Spring Lake Park Reserve Fischer Avenue Trailhead Project

PURPOSE/ACTION REQUESTED

Authorize award and execution of contract with Eureka Construction, Inc., to provide general contractor services for the Spring Lake Park Reserve (SLPR) Fischer Avenue Trailhead Project in an amount not to exceed \$4,235,959.55.

SUMMARY

The 2024-2028 Parks Capital Improvement Program (CIP) adopted budget includes a project to design and construct a trailhead along Fischer Avenue within SLPR. The project will provide a destination for people traveling along the All-American Great River Road, which provides access to SLPR, its trail network, and amenities such as the newly created Bison Range. Specifically, the project will include improvements to Fischer Avenue, a new parking lot with accessible parking stalls, a bus drop-off lane, and a picnic shelter with restrooms. New paved trail connections will link the trailhead to the Mississippi River Greenway and form a Bison Range interpretive trail loop.

The Fischer Avenue trailhead received federal funds from the National Scenic Byways Program. The Minnesota Department of Transportation (MnDOT) acts as Dakota County's agent in accepting federal funds on Dakota County's behalf for the construction.

By Resolution No. 24-133 (March 12, 2024), the County Board approved the award of professional services with Miller Dunwiddie Architecture, Inc., to conduct design services for the project. In addition to addressing the County's comments, staff and design consultants have worked with MnDOT to address the comments received during the review process. This includes relocating the trailhead further east along Fischer Avenue to avoid construction on sensitive habitat. Design consultants have incorporated all comments into an updated design and obtained the Board's Approval for Schematic Design by Resolution No. 24-426 (August 27, 2024).

Staff has worked with Miller Dunwiddie to create bid documents. A Request for Bids was advertised on March 13, 2025 and bids were received on April 8, 2025. One valid bid was received with the bid amount as follows:

Eureka Construction, Inc.	Lakeville, MN	\$4,235,959.55
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Because of the Federal funding of the project, the approval of the bidder includes a review process

from the State of Minnesota (Transportation/State Aid and Office of Civil Rights). These processes increased the time required to bring this Board action. The bidder extended the date for which the bid remained valid to accommodate these extended, non-county processes. This contract amount is 12 percent above the last engineers estimate. However, by keeping changes to a minimum, staff believes it remains within the overall project budget.

RECOMMENDATION

Staff recommends the construction contract for the Fischer Avenue Trailhead project be awarded to Eureka Construction, Inc. in an amount not to exceed \$4,235,959.55.

EXPLANATION OF FISCAL/FTE IMPACTS

By Resolution No. 24-426 (August 27, 2024), the Board approved a transfer of the \$2,615,783 in state bond funds from the SLPR Master Plan Improvements project into this project, increasing the approved budget from \$2,780,000 to \$5,395,783, which is sufficient for construction services.

Successful completion of this contract relies on \$700,000 in Federal Funding from the National Scenic Byways Program, which was awarded to the County via competitive process and fully obligated in 2024.

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

RESOLUTION

WHEREAS, the 2024-2028 Park Capital Improvement Program (CIP) Adopted Budget includes a project to design and construct a trailhead along Fischer Avenue within Spring Lake Park Reserve; and

WHEREAS, since April 2024, staff have worked with a design team led by Miller Dunwiddie Architecture, Inc. to progress the design and related review process; and

WHEREAS, on August 27, 2024, the County Board approved the schematic design as presented by County staff; and

WHEREAS, Miller Dunwiddie has prepared the construction documents, posted on March 4, 2025, and advertised in the *Hastings Journal* on March 13, 2025; and

WHEREAS, one valid bid was received on April 8, 2025; and

WHEREAS, Eureka Construction, Inc. submitted a bid of \$4,235,959.55.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to execute a contract with Eureka Construction, Inc., in an amount not to exceed \$4,235,959.55 for the Spring Lake Park Reserve Fischer Avenue Trailhead project, subject to approval by the MnDOT State Aid office, and County Attorney's office as to form.

PREVIOUS BOARD ACTION

24-133; 3/12/24

24-426; 8/27/24

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: Michael Lexvold

Author: Yao Xiao, Jay Biedny



Board of Commissioners

Request for Board Action

Item Number: DC-4615

Agenda #: 10.6

Meeting Date: 7/8/2025

DEPARTMENT: Parks

FILE TYPE: Consent Action

TITLE

Authorization And Approval To Award Construction Contracts To Accomplish 2025 Parks Greenway Preservation And Parks Asset Preservation Capital Improvement Projects

PURPOSE/ACTION REQUESTED

Authorize awarding construction contracts necessary to accomplish 2025 Parks Greenway Preservation and Parks Asset Preservation Capital Improvement Program (CIP) projects.

SUMMARY

To provide safe and efficient transportation in Dakota County, Transportation Department staff regularly requests County Board (Board) approval for actions required to deliver projects in the adopted 2025 Transportation, Park, and Facilities CIP. Staff is requesting advanced approval and delegation of authority to the County Manager for construction contract awards under certain circumstances. The requested action will streamline these administrative activities required to move projects forward and allow for efficient timelines.

Staff requests the delegation of authority to the County Manager to award construction contracts to the lowest responsible bidder for preservation projects identified for construction in the adopted 2025 Parks CIP, consistent with County Policies, and provided sufficient funds are available for the contract. Any awards not to the low bidder that require a budget amendment or the rejection of bids will be brought to the Board for action.

Periodic project updates and approvals will continue to be presented to the Board consistent with current practice. This authorization would not alter the current Board process for adopting projects in the CIP each year or the process for obtaining Board approval for professional services contracts, study recommendations, property valuations, authority to initiate quick-take condemnation, and right of way settlements.

This board action request is very similar to that which was approved by Resolution No. 25-053 (January 21, 2025). It was determined that projects under the Greenway Preservation and Parks Asset Preservation, as listed in the 2025 CIP, were not included in Resolution No. 25-053 (January 21, 2025).

The Preservation of Paved Trails and Facilities package includes 15 separate construction plans. The projects in the package are a combination of Transportation, Parks, and Facilities projects. By Resolution No. 25-053 (January 21, 2025), 12 of these projects already have authorization to be awarded administratively. Three greenway trail preservation projects, which fall under the Parks 2025

CIP, are not covered by Resolution No. 25-053 (January 21, 2025), and authorization is needed to award the projects administratively to keep the construction on schedule.

RECOMMENDATION

Staff requests advanced authorization to award construction contracts to the lowest responsive bidder as necessary to accomplish 2025 Parks CIP preservation projects consistent with County policies, subject to the availability of funding identified in the CIP and subject to the County's Attorney's Office as to form.

EXPLANATION OF FISCAL/FTE IMPACTS

The County Board approved the 2025 CIP on December 17, 2024. There is sufficient budget in the Greenway Preservation and Parks Asset Preservation Set asides for the award of the contracts.

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

RESOLUTION

WHEREAS, the Dakota County Physical Development Administration Department regularly requests County Board approval for actions required to deliver projects in the adopted Capital Improvement Program (CIP); and

WHEREAS, awarding construction contracts to the lowest responsible bidder is a regular consent action item brought forward to the Board for projects in the CIP; and

WHEREAS, awards to bidders that are not the low bid would be brought to the County Board for approval; and

WHEREAS, this resolution does not alter the Board process for adopting projects in the CIP each year or the process for obtaining Board approval for professional services contracts, study recommendations, appraisals, and right of way settlements; and

WHEREAS, project updates would continue to be presented to the Board; and

WHEREAS, staff will provide the Board with a detailed list of authorized projects, including budget reference information, and provide periodic updates on executed and construction contract awards.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners delegates authority to the County Manager or designee to award construction contracts to the lowest responsible bidder, consistent with County Policies, provided sufficient funds are available for the following projects:

Parks:

- 2000230 - Greenway Preservation
- 1006040 - Parks Asset Preservation

PREVIOUS BOARD ACTION

25-053; 1/21/25

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: Niki Geisler

Author: Kevin Krech



Board of Commissioners

Request for Board Action

Item Number: DC-4619

Agenda #: 10.7

Meeting Date: 7/8/2025

DEPARTMENT: Parks

FILE TYPE: Consent Action

TITLE

Authorization To Execute Professional Design Service Contract With SRF For Mississippi River Landing Use Area and Access Project In Spring Lake Park Reserve

PURPOSE/ACTION REQUESTED

Authorize the execution of a professional design service contract with SRF for the Mississippi River Landing Use Area and Access Project in Spring Lake Park Reserve, County Project (CP) 2000410.

SUMMARY

By Resolution No. 21-313 (June 22, 2021), the Dakota County Board of Commissioners adopted the Spring Lake Park Reserve (SLPR) Masterplan, which outlines the development of the Mississippi River Landing Use Area and Access (MRLUA&A) project. By Resolution No. 23-309 (July 18, 2023), the 2024 Park's Capital Improvement Program (CIP) Adopted Budget includes a project to develop the MRLUA&A.

The MRLUA&A, previously referred to as Bud's Landing near Fischer Avenue in SLPR, is currently used to provide limited public water access to the Mississippi River for waterfowl hunting and other general recreation. The current road is subject to erosion. Minimal parking creates challenges for visitors and programming, and the road grade is steep and not Americans with Disabilities Act-compliant for pedestrian use.

The project will provide an accessible pedestrian path connecting Fischer Trailhead and/or Camp Spring Lake Retreat Center, a maintenance path for County vehicles, a boat launch for small watercraft, wayfinding and interpretation elements, a riverside hiking trail, and vegetation restoration. The team will also study the feasibility of providing vehicular access for the public, parking, an outdoor classroom, watercraft rental facilities, a fishing access point, picnic tables, vault toilets, and water lab experiential education features.

The site has a long history of precontact use and habitation by Indigenous people and was previously identified on the Traditional Culture Properties Survey. In 2024, a non-invasive geotechnical survey was conducted to identify the specific nature of cultural sites in the project area. The initial survey found no evidence that would rule out development. County staff consulted with Tribal Partners in April 2025 and confirmed that they are informed of the preliminary archaeological findings and are ready to move ahead. Staff will continue engaging Tribal Partners during the design and construction process.

Staff developed a Request for Proposals (RFP) for professional design services. The RFP was issued to the public via the Internet on May 22, 2025. Three proposals were received on June

12, 2025. The proposers are LHB, SRF, and WSB. After reviewing and evaluating the written proposals and responses, staff invited LHB, SRF, and WSB to interview on June 24, 2025. Those interviewed are shown in the chart below:

	Total Fee	Hours	Average Hourly Rates
LHB	\$307,350.00	2019 H	\$150.74/H
SRF	\$315,221.50	1750 H	\$179.00/H
WSB	\$403,832.00	2342 H	\$171.79/H

The fees for the firms interviewed were all below the budget for design on the project. Following the interview and discussion, staff unanimously recommends the selection of SRF to be awarded a contract for professional design services for this project. Their proposal narrative response outlined how they could provide the professional services for the scope as described in the RFP. Even though their quote is 2.5% higher than the lowest bidder, the selection committee believes SRF has the best engineering knowledge to deliver the riverfront construction. They have outlined a clear approach and the best understanding of the site constraints. The interview process allowed the firm to deeply explore the specifics of this project. The selection committee agreed that SRF could provide the best professional services as described in the RFP, for a reasonable cost. A consultant evaluation summary detailing the proposal process, review team, evaluation criteria, and results, and best value cost evaluation is included in Attachment: Consultant Evaluation Summary.

RECOMMENDATION

Staff recommends the execution of a professional design service contract with SRF for the MRLUA&A Project in SLPR for actual costs not to exceed \$315,221.50.

EXPLANATION OF FISCAL/FTE IMPACTS

By Resolution No. 23-309 (July 18, 2023), the 2024 Parks CIP includes a budget for this project. By Resolution No. 24-007 (September 24, 2024), the 2025 Parks CIP was amended, and the budget now includes \$4,763,164 in total funding for this project which will be sufficient for this professional design service contract.

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

RESOLUTION

WHEREAS, the 2024 Parks Capital Improvement Program (CIP) Adopted Budget includes a project to design and construct the Mississippi River Landing Use Area and Access project in Spring Lake Park Reserve; and

WHEREAS, the scope of the work includes professional design services for design through construction administration; and

WHEREAS, a Request for Proposals was prepared and issued to the public via the internet on May 22, 2025; and

WHEREAS, three proposals were received on June 12, 2025; and

WHEREAS, following the proposal evaluations, staff invited all three firms to interview for this project on June 24, 2025; and

WHEREAS, following the interviews, staff reached a unanimous decision to recommend SRF as the consultant firm to provide the specified professional design services for this project; and

WHEREAS, SRF has submitted a total fee proposal of \$315,221.50 for professional design services.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Director to execute a contract with SRF to perform professional services for Mississippi River Landing Area and Access Project in Spring Lake Park Reserve in an amount not to exceed \$315,221.50, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION

21-313; 06/22/21

23-309; 07/18/23

24-007; 09/24/24

ATTACHMENTS

Attachment: Consultant Evaluation 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: Niki Geisler

Author: Yao Xiao

Consultant Evaluation Summary for Professional Services for Mississippi River Landing Use Area and Access Project at Spring Lake Park Reserve

Consultant Services Description

Professional Design services required for the Mississippi River Landing Use Area and Access in Spring Lake Park Reserve.

Scope of Consultant Services

Following the Spring Lake Park Reserve (SLPR) Long- Range Plan, this project will improve the access to the Mississippi River in SLPR. The project will provide an accessible pedestrian path, a maintenance path for restricted vehicles, a boat launch for small watercraft, wayfinding and interpretation elements, and vegetation restoration. Potentially, the team will study the feasibility of providing vehicular access for public, parking, an outdoor classroom, watercraft rental facilities, fishing access point, picnic tables, vault toilets, and water lab experiential education features.

Deliverables

Deliverable expectations are outlined within Part D of the RFP issued on May 22nd, 2025. Deliverables are outlined for Schematic Design, Design Development, Construction Documents, Bid & Award Phase, Construction Administration Services, and Closeout Phase.

Public Engagement

One public open house is required during Schematic Design. Two meetings with Indigenous Communities are required during schematic design phase, these engagements will inform the design.

Schedule

The RFP schedule was issued within Part A.3. In general, the project proceeds from August 2025 through April 2027. The project substantial completion is scheduled for April 2027. However, that is contingent on timely reception of all permits, the timing of which is often outside of the design team's control.

Consultant Selection Summary

The RFP for the professional services was issued on May 22, 2025, via a public posting on the Dakota County website. It was also directly emailed to three local firms that provide these types of professional services to Dakota County in the recent past. LHB, SRF and WSB were the three firms that responded to the RFP on June 12, 2025.

Review Team agencies and process

The proposal responses were reviewed by a seven-person selection committee comprised of Parks, Facilities Management and Capital Projects Management staff. The Evaluation Criterion listed below was used to rank the firms' written responses and select firms for interviews.

Evaluation Criteria

The proposals were evaluated and ranked based on the following criteria detailed in the RFP:

- 1) Firm History and Information
- 2) Project Team and Team Member Experience
- 3) Project Approach and Schedule
- 4) Firm Experience, References and Examples of Other Previous Similar Successful Projects.
- 5) Contract and Conditions
- 6) Fee Proposal

Evaluation Results:

The selection committee met on June 18 to shortlist the RFP responses forward to be interviewed. LHB, SRF and WSB were shortlisted and invited to in-person interviews on June 22. All three firms presented solid teams with relevant previous experience with a fee under budget. The teams were sent nine follow-up questions which were to form the basis of the interviews. These questions provided another layer of project needs. After the interviews were complete, SRF demonstrated the strongest understanding of the site, the complexity of the permitting process, which is critical to deliver the project on budget and on schedule. They provided a clear approach and have designed the Fischer Trailhead right across the site. SRF's experience, fee and project approach fit best with the needs of the County in this project. These details lead to the unanimous selection of SRF being awarded the professional services contract. A summary of the fees presented is below.

Fee Evaluation Summary					
RFP - Design Service for River Access					
	Labor	Reimbursibles	Total Fee	Hours	Blended Rate
LHB	\$304,350	\$ 3,000.00	\$ 307,350.00	2019	\$ 150.74
SRF	\$313,250	\$ 1,971.50	\$ 315,221.50	1750	\$ 179.00
WSB	\$402,332	\$ 1,500.00	\$ 403,832.00	2342	\$ 171.79

Recommendation:

Staff unanimously recommends the firm of SRF to be awarded a contract for the Professional Services of the Mississippi River Landing Use Area and Access in Spring Lake Park Reserve. Their proposal narrative response outlined that they could provide the professional services for the scope as described in the RFP, as well as expertise in several similar projects. Then their in-person interview demonstrated a unique and far-reaching insight into the most challenging parts of the project. These included permitting, natural resource, cultural resource, and environmental resource management. They had the strongest team with the most relevant experience on the project. In summary, SRF's experience, fee and project approach fit best with the needs of the County in this project. Following this process, the selection committee agreed that SRF would be the best fit for this project.



Board of Commissioners

Request for Board Action

Item Number: DC-4630

Agenda #: 10.8

Meeting Date: 7/8/2025

DEPARTMENT: Parks

FILE TYPE: Consent Action

TITLE

Authorization To Execute Contract Amendment With S.M. Hentges & Sons, Inc. For Construction Services For Minnesota River Greenway Fort Snelling Segment In Burnsville And Egan

PURPOSE/ACTION REQUESTED

Authorize a contract amendment with S.M. Hentges & Sons, Inc. for construction services for the Minnesota River Greenway to account for additional costs.

SUMMARY

Dakota County is proceeding with the Minnesota River Greenway Fort Snelling Segment (P00127) to construct 3.7 miles of the Minnesota River Greenway between trailheads located near Nicols Road and Lone Oak Road in Burnsville and Egan, including a bridge to cross over railroad owned by Union Pacific (Attachment: Project Map).

By Resolution No. 23-423 (September 26, 2023), the County entered into a contract with S.M. Hentges & Sons, Inc. for \$8,866,975.35 for construction services for the trail portion of the project. Construction of the project faced several significant obstacles during construction, including a temporary de-authorization of the project by MnDOT due to impacts made to a cultural site within the project area, which suspended construction activity for 12 months. During this suspension, prolonged flooding of much of the project area in Summer 2024 resulted in additional mobilization and restoration costs, and protective measures for working within the cultural site. Additional expenses during construction and the suspension of work included labor cost escalation, additional imported clay and soil, and protective matting for low, saturated areas. Staff is currently seeking \$139,908 in flood relief funds from the Minnesota Department of Public Safety to cover flood damage restoration costs.

To date, 12 change orders have been issued for the project, with an additional change order pending, totaling \$3,009,702.26 (Attachment: Change Order Summary). Change order costs include the following expenses:

- Contractor demobilization, flood restoration: \$ 685,703
- Site preparation: \$ 11,500
- Delay-related costs: \$1,086,632
- Cultural site protection: \$ 394,528
- Import of additional soil and clay: \$ 452,351

- Labor cost escalation: \$ 224,000

Work on several major elements of the greenway, including the trail bed and boardwalks, is now complete; paving, installation of user amenities, and site restoration are scheduled for next year after the trail bed has settled and represent fewer project risks than the completed phases of the trail construction.

RECOMMENDATION

Staff recommends execution of a contract amendment with S.M. Hentges & Sons, Inc. in the amount of \$3,009,702.26 for additional expenses incurred during the construction of the Minnesota River Greenway Fort Snelling Segment.

EXPLANATION OF FISCAL/FTE IMPACTS

The Parks Capital Improvement Program includes a total project budget of \$23,457,418, including \$3,508,000 in federal funds awarded through the 2018 Regional Solicitation. There is sufficient budget for the proposed contract amendment.

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

RESOLUTION

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

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

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

WHEREAS, by Resolution No. 23-423 (September 26, 2023), the Dakota County Board of Commissioners authorized execution of a contract with S.M. Hentges & Sons, Inc. for construction service for the trail portion of the Fort Snelling segment of the Minnesota River Greenway in an amount not to exceed \$8,866,975.35; and

WHEREAS, construction of the trail began in December 2023 but was suspended due to insufficient permitting clearances related to a cultural site within the project area; and

WHEREAS, progress towards construction of the trail was further set back due to severe flooding of the project area, resulting in damage to construction materials; and

WHEREAS, these incidents resulted in a delay of one year and increased costs for mobilization, restoration, cultural site protection, wage inflation, and additional materials required to address the stoppage, reauthorize the project, and continue with construction in 2025; and

WHEREAS, these additional costs have prompted a total of 12 change orders to the contract with S.M. Hentges & Sons, Inc. to facilitate required actions and allow for construction to continue.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes its Parks Director to amend a contract with S.M. Hentges & Sons, Inc. to an amount not to exceed \$11,876,677.61.

PREVIOUS BOARD ACTION

11-516; 10/18/11

23-423; 9/26/23

ATTACHMENTS

Attachment: Project Map

Attachment: Change Order Summary

BOARD GOALS

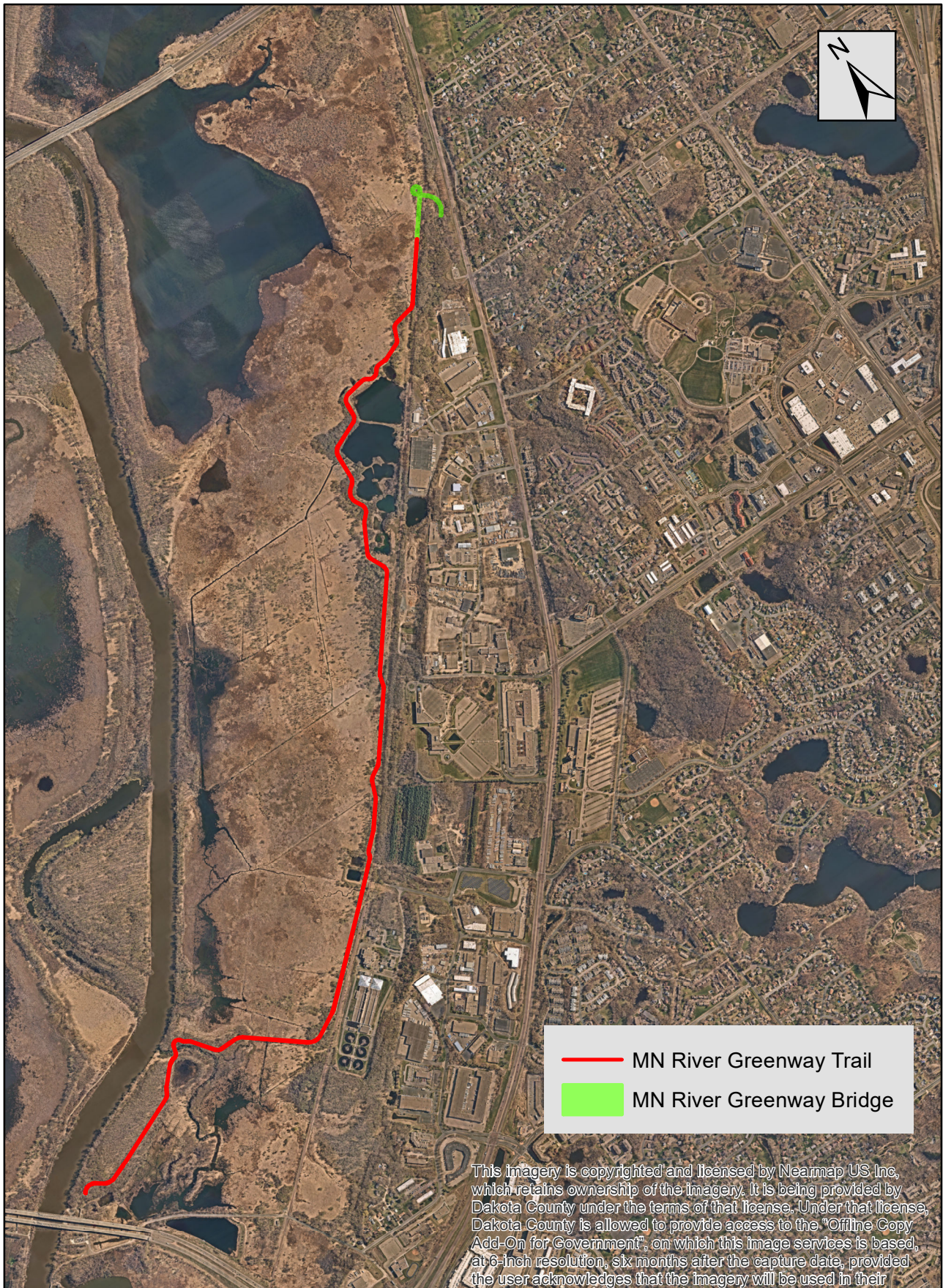
- ☒ Thriving People ☐ A Healthy Environment with Quality Natural Resources
☐ A Successful Place for Business and Jobs ☐ Excellence in Public Service

CONTACT

Department Head: Niki Geisler

Author: Joe Morneau

Attachment: Project Map



Summary of Executed Changes Orders for County Project P00127, Minnesota River Greenway, Fort Snelling Segment

Following execution of a contract with S.M. Hentges & Sons, Inc. on October 9, 2023, there have been a total of 11 executed change orders and 4 pending change orders to the contract totaling \$3,009,702.26. The table below provides details on each change order and the additional expenses towards the contract.

Change Order	Date	Amount	Expenses
1	11/20/2023	\$8,400.00	Tree clearing for adjacent bridge project area.
2	7/8/2024	\$306,453.07	Downtime charges for equipment that could not be removed from the project site due to deauthorization of the project and restriction from moving equipment across a cultural site that is over the sole access point for the project area.
3	8/8/2024	\$102,579.00	Additional equipment downtime charges.
4	8/20/2024	\$32,935.00	Storage charges for boardwalk components that could not be delivered to the project area while the project was deauthorized.
5	8/27/2024	\$537,395.43	Equipment removal, flooding restoration.
6	10/19/2024	\$139,908.42	Equipment removal, flooding restoration.
7	5/8/2025	\$218,205.76	Trail material changes required to allow for minimal ground disturbance over the cultural site within the project area.
8	6/2/2025	\$599,434.27	Delay-related costs, including additional office overhead, equipment remobilization, and material cost escalation.
9	6/2/2025	\$176,322.30	Protective matting over the cultural site to allow for movement of construction equipment and materials.
10	6/2/2025	\$45,230.65	Cost related to restricted work conditions imposed by an eagle nest disturbance permit required for a section of the project area.
11	6/2/2025	\$27,891.36	Import of additional clay to better prevent erosion near the boardwalk abutments.
12	Pending	\$586,847.00	Additional topsoil import required due to frozen ground conditions and material re-estimation following a resurvey of project area.
13	Pending	\$1,000.00	Additional seeding for stabilization during work suspension.
14	Pending	\$3,100.00	Removal of materials from project site (lift station, fence).
15	Pending	\$224,000.00	Labor cost escalation.



Board of Commissioners

Request for Board Action

Item Number: DC-4632

Agenda #: 10.9

Meeting Date: 7/8/2025

DEPARTMENT: Transportation

FILE TYPE: Consent Action

TITLE

Authorization To Execute Cooperative Construction Agreement With Minnesota Department Of Transportation For County State Aid Highway 42 (145th Street) At Trunk Highway 52 Interchange Improvements In Rosemount, County Project 42-174

PURPOSE/ACTION REQUESTED

Authorize execution of Cooperative Construction Agreement No. 1060247 with the Minnesota Department of Transportation (MnDOT) for County State Aid Highway (CSAH) 42 (145th Street) at Trunk Highway (TH) 52 Interchange Improvements, County Project (CP) 42-174, State Project 1906-82, in Rosemount.

SUMMARY

To provide a safe and efficient transportation system throughout the County and the region, Dakota County, the City of Rosemount, and the Minnesota Department of Transportation (MnDOT) are partnering on CP 42-174 to enhance the interchange at CSAH 42 and TH 52. The project includes signaling ramps, adding turn lanes, and making geometric changes. (Attachment: Project Location Map). Dakota County is the lead agency.

A cooperative agreement with MnDOT is required to proceed with improvements within their right of way. Executing MnDOT Cooperative Construction Agreement No. 1060247 will include Transportation Economic Development (TED) grant, respective maintenance, and ownership responsibilities for the two new traffic signals at CSAH 42 (145th street) and the TH 52 ramp intersections.

The Agreement will allow revising mainline and turn lane geometry, widening along CSAH 42, ramp lane reconfiguration for TH 52, bituminous surfacing, Americans with Disabilities Act (ADA) improvements, and two new traffic signals at CSAH 42 (145th street) and the TH 52 ramp intersections. The State will grant the County (and its contractors and consultants) the right to occupy the TH 52 right of way as needed to execute the Project Plans. The Agreement will also define maintenance operation and responsibilities for traffic control signal systems and Emergency Vehicle Preemption systems operation.

RECOMMENDATION

Staff recommends executing Cooperative Construction Agreement No. 1060247, State Project 1906-82, with MnDOT for construction, maintenance, and operations of traffic signals for CP 42-174.

EXPLANATION OF FISCAL/FTE IMPACTS

There is no cost to enter into the agreement.

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

RESOLUTION

WHEREAS, to provide a safe and efficient transportation system, Dakota County is proceeding with County Project (CP) 42-174; and

WHEREAS, CP 42-174 includes signalization of the TH 52 and CSAH 42 ramps, turn lane additions, and geometric modifications; and

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

WHEREAS, execution of Cooperative Construction Agreement No. 1060247 will define right of way use, contract award, and construction, and signal maintenance responsibilities for CP 42-174.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute Agreement No. 1060247 with the Minnesota Department of Transportation to define right of way use, contract award, construction, maintenance responsibilities for the County State Aid Highway 42 traffic signals at the Trunk Highway 52 ramps, subject to approval by the County Attorney's Office as to form.

PREVIOUS BOARD ACTION

24-384; 07/30/24

ATTACHMENTS

Attachment: Project Location Map

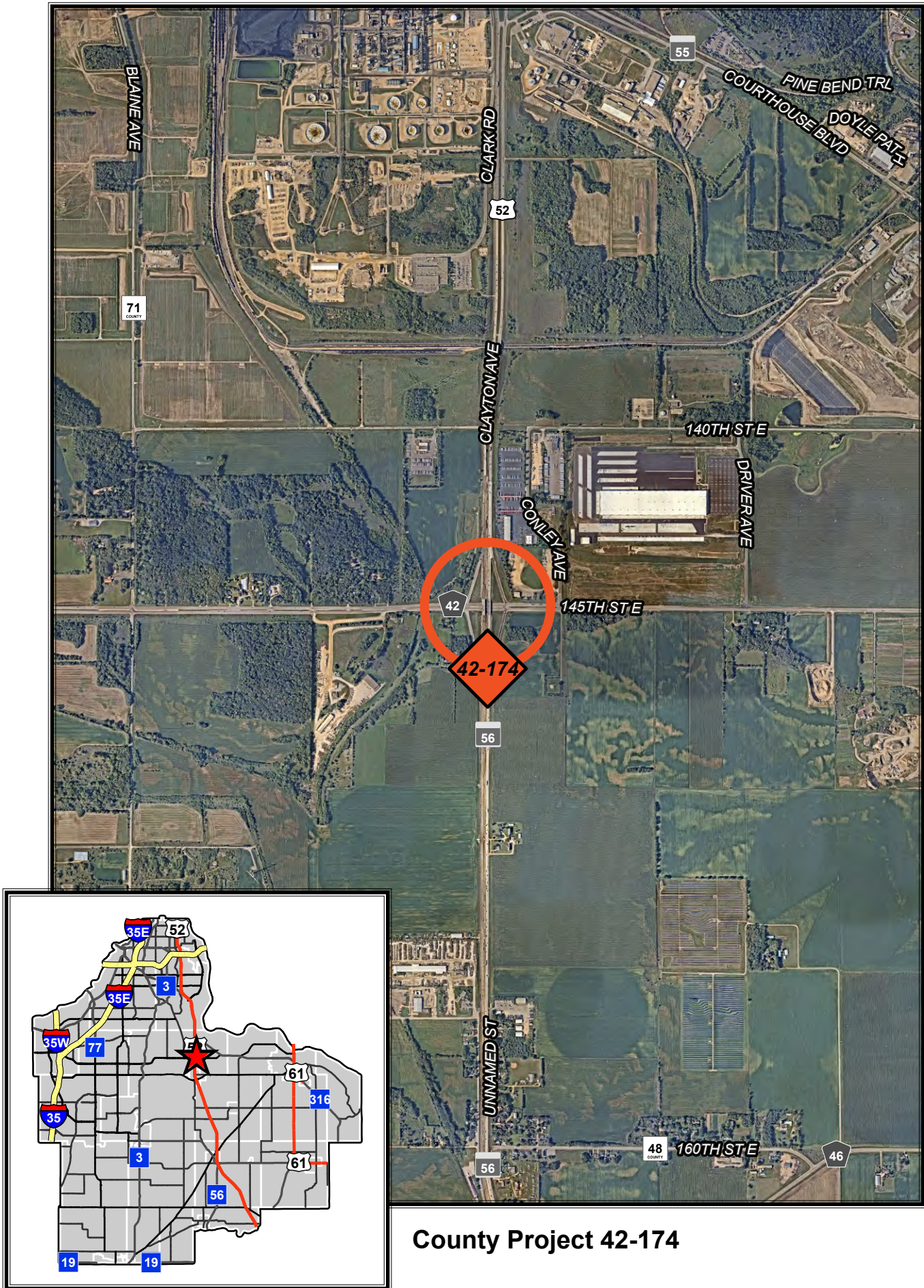
BOARD GOALS

- | | |
|--|---|
| <input type="checkbox"/> Thriving People | <input type="checkbox"/> A Healthy Environment with Quality Natural Resources |
| <input checked="" type="checkbox"/> A Successful Place for Business and Jobs | <input type="checkbox"/> Excellence in Public Service |

CONTACT

Department Head: Erin Laberee

Author: Imran Ahmed



County Project 42-174



Board of Commissioners

Request for Board Action

Item Number: DC-4638

Agenda #: 10.10

Meeting Date: 7/8/2025

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:

ASPEN FIELDS

Rosemount

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

June 4, 2025

The Plat Commission meeting began at 1:30 pm via Teams. Members present included: Todd Tollefson, Scott Peters, Kurt Chatfield, John Mertens, and Jake Chapek. Others present: none

Plat Name:	ASPEN FIELDS
PID:	340270001010, 340270011010
City:	Rosemount
County Road:	CSAH 42 (County Road 42)
Current ADT (2021):	18,317
Projected ADT (2040):	23,000
Current Type:	4-lane, divided
Proposed Type:	4-lane, divided
R/W Guideline:	75ft (½ R/W)
Spacing Guideline:	¼ mile full access
Posted Speed Limit:	55 mph
Proposed Use:	Commercial
Status:	Preliminary
Location:	NE ¼ ; Sec. 27-115-19
In attendance (06/04/25):	Anthony Nemcek (city)

REVIEW 06/04/25:

The proposed site includes 4 lots including a daycare, apartment, and two retail buildings. The County right-of-way needs along CSAH 42 are 75 feet of half right of way. The plat boundary should dedicate the existing 33 feet of right of way along CSAH 42. Access to the site will be from Aspen Avenue and Connemara Trail. Restricted access should be shown along all of CSAH 42. A quit claim deed to Dakota County for restricted access is required with the recording of the plat mylars.

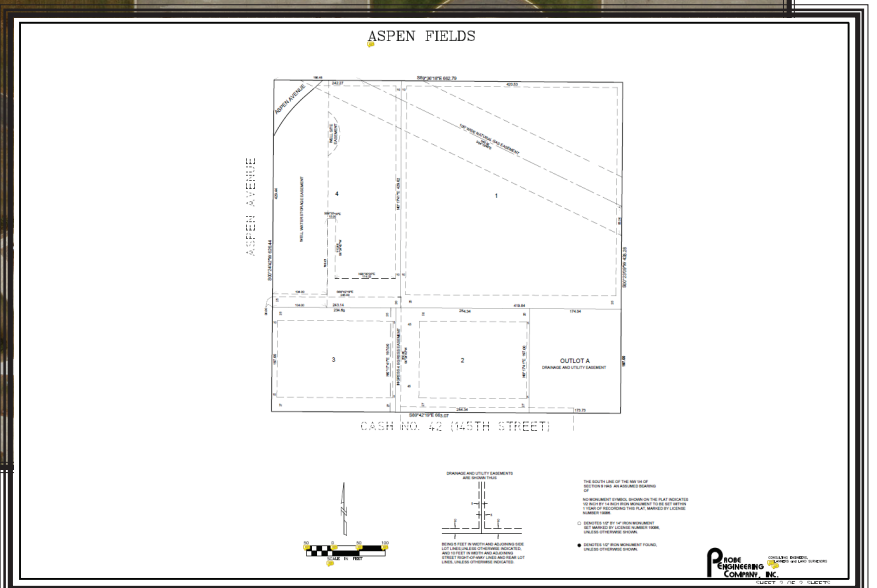
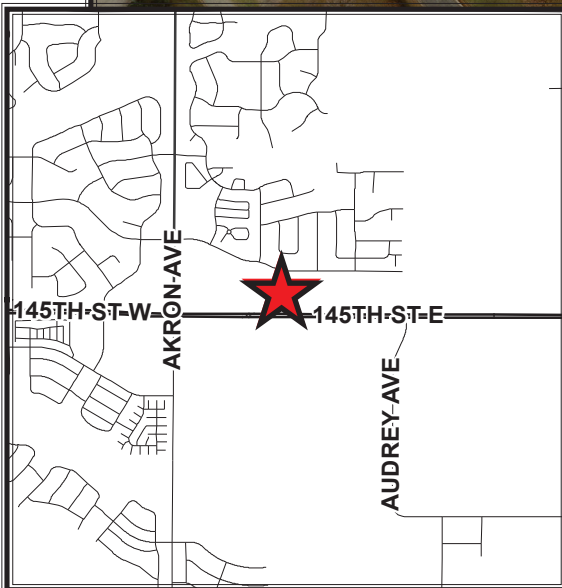
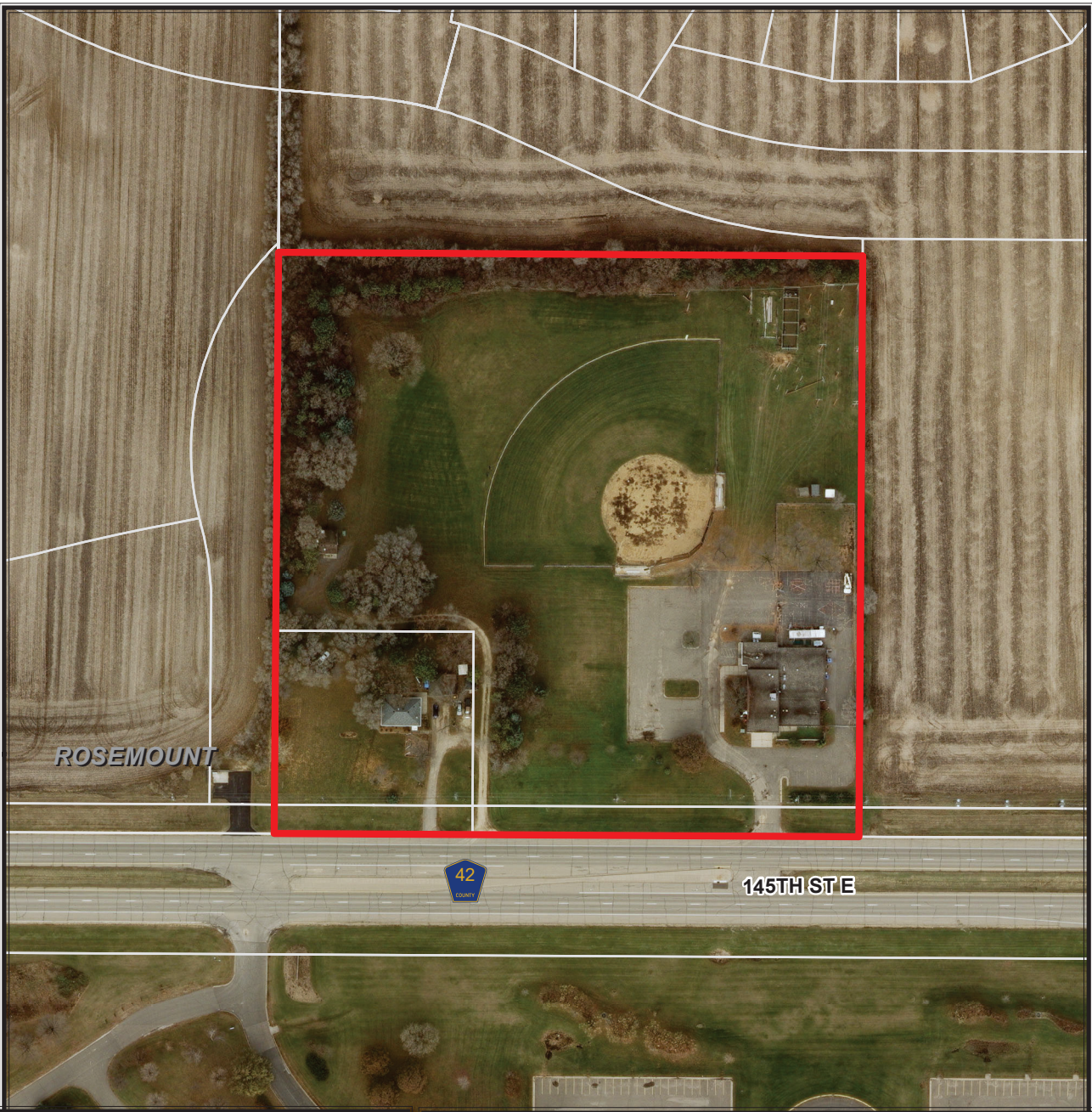
As discussed, a trail along CSAH 42 will be needed in the near future. The Plat Commission recommends the city to require the developer to bench in a trail along CSAH 42 for this proposed site.

RECOMMENDATION 06/04/25:

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.

ASPEN FIELDS

Prepared by Dakota County Physical Development Division





Board of Commissioners

Request for Board Action

Item Number: DC-4648

Agenda #: 11.1

Meeting Date: 7/8/2025

DEPARTMENT: Public Services and Revenue Administration

FILE TYPE: Consent Action

TITLE

Approval Of Application For Off-Site Gambling For Lakeville Lions Club

PURPOSE/ACTION REQUESTED

Approve the application from the Lakeville Lions Club to conduct off-site gambling at the Dakota County Fairgrounds from August 4-10, 2025.

SUMMARY

Gambling Permits are governed by the Minnesota Gambling Control Board. Nonprofit organizations may conduct raffles, bingo and other forms of lawful gambling activities according to Minnesota Law. Lawful gambling activities consists of the operation, conduct or sale of bingo, raffles, paddle wheels, tip-boards and pull-tabs. Before approving the permit, the Minnesota Gambling Control Board requires County approval of an application when the gambling premises are located in a township. An application was received from Lakeville Lions Club to conduct off-site gambling activities at the Dakota County Fairgrounds in Castle Rock Township from August 4-10, 2025, during the Dakota County Fair. Castle Rock Township approved the application on June 10, 2025.

RECOMMENDATION

Staff recommends approval of the application.

EXPLANATION OF FISCAL/FTE IMPACTS

No fee is charged by Dakota County for gambling applications.

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

RESOLUTION

WHEREAS, off-site gambling permits are issued by the Minnesota Gambling Control Board; and

WHEREAS, the Minnesota Gambling Control Board requires County approval of an application when the gambling premises are located in a township; and

WHEREAS, an application to conduct off-site gambling at Dakota County Fairgrounds in Castle Rock Township from August 4-10, 2025 has been submitted by the Lakeville Lions; and

WHEREAS, Castle Rock Township approved the application on June 10, 2025; and

WHEREAS, the Dakota County Board of Commissioners is the local governing body having jurisdiction over the proposed gambling activity.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the application from Lakeville Lions to conduct off-site gambling activities at the Dakota County Fairgrounds in Castle Rock Township from August 4-10, 2025.

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: Teresa Mitchell

Author: Sarah Kidwell



Board of Commissioners

Request for Board Action

Item Number: DC-4591

Agenda #: 12.1

Meeting Date: 7/8/2025

DEPARTMENT: Community Corrections

FILE TYPE: Regular Action

TITLE

Proclamation Of Pretrial, Probation, And Parole Supervision Week In Dakota County July 20-26, 2025

PURPOSE/ACTION REQUESTED

Proclaim the week of July 20-26, 2025, Pretrial, Probation, and Parole Supervision Week in Dakota County.

SUMMARY

Every year on the third full calendar week of July, National Pretrial, Probation, and Parole Supervision Week is celebrated to recognize the hard work of people involved in community corrections. The week honors all community corrections workers across the country who spend their days working to improve outcomes both for the individual they supervise and for the public safety of our communities.

Probation officers are an essential part of the criminal justice system, and they uphold the law with dignity, while recognizing the right of the public to be safeguarded from criminal activity. Probation officers are responsible for supervising adults and juveniles in the community. They are trained professionals who provide services and referrals to clients, by working in partnership with community agencies and groups, and promoting prevention, intervention, and advocacy on behalf of the clients they supervise.

By supporting victims, promoting restorative justice, and helping individuals make meaningful changes, they serve as a driving force for safer and stronger communities in Dakota County.

OUTCOMES

In 2024 Dakota County Probation Officers:

- Served 9,462 individuals through juvenile and adult probation.
- Served 194 youth at the Juvenile Service Center.
- Facilitated 200 cognitive behavior therapy groups.
- Conducted 11,873 office/community/home visits.
- Completed 937 pre-sentence investigations.

RECOMMENDATION

To honor and recognize probation officers for their service and dedication to serving Dakota County residents, staff recommends the Dakota County Board of Commissioners recognizes National

Pretrial, Probation, and Parole Supervision Week on July 20-26, 2025.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

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

RESOLUTION

WHEREAS, every year on the third full calendar week of July, Pretrial, Probation, and Parole Supervision Week is celebrated to recognize the hard work of people involved in community corrections; and

WHEREAS, Pretrial, Probation, and Parole Supervision Week honors all community corrections workers across the country who spend their days working to improve outcomes both for the individual they are supervising and for the public safety of our communities; and

WHEREAS, probation officers are an essential part of the criminal justice system, upholding the law with dignity, while recognizing the right of the public to be safeguarded from criminal activity; and

WHEREAS, probation officers are responsible for supervising adults and juveniles in the community; and

WHEREAS, they are trained professionals who provide services and referrals to clients, by working in partnership with community agencies and groups and promoting prevention, intervention, and advocacy on behalf of the clients they supervise; and

WHEREAS, probation officers support victims, promote restorative justice, and help individuals make meaningful changes; and

WHEREAS, probation officers serve as a driving force for safer and stronger communities in Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby proclaims July 20-26, 2025, as National Pretrial, Probation, and Parole Supervision Week in Dakota County, honoring and recognizing probation officers for their service and dedication to caring for and improving the wellbeing of Dakota County residents.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Presentation Slides

BOARD GOALS

- | | |
|---|---|
| <input checked="" type="checkbox"/> Thriving People | <input type="checkbox"/> A Healthy Environment with Quality Natural Resources |
| <input type="checkbox"/> A Successful Place for Business and Jobs | <input type="checkbox"/> Excellence in Public Service |

CONTACTS

Department Head: Suwana Kirkland

Author: Danielle McNamara

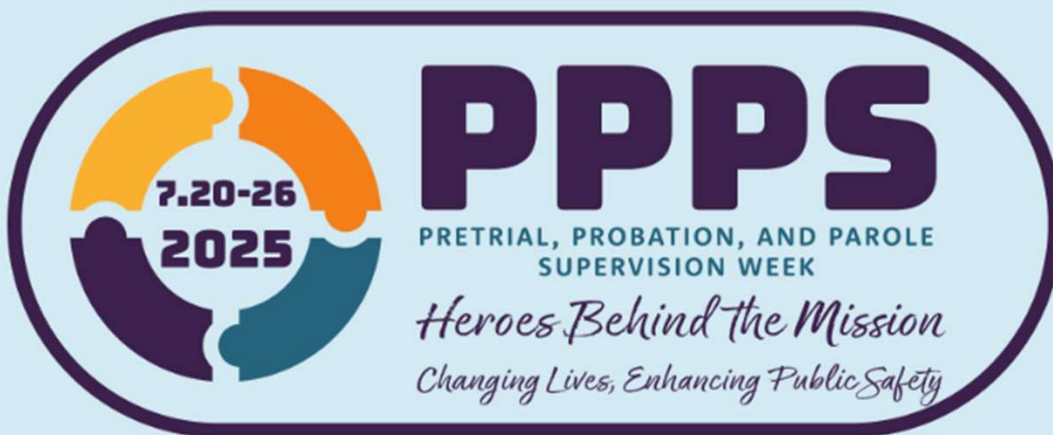


National Pretrial, Probation and Parole Supervision Week July 20-26, 2025

Suwana Kirkland - Community Corrections Director

1

National Pretrial, Probation and Parole Supervision Week



2

Probation Officers in Dakota County



2024 Dakota County Probation Highlights

Service in the Community:

-9,462 individuals served through juvenile and adult probation
-11,873 office, community or home visits conducted

Juvenile Service Center:

- Served 194 youth in our secure facility

Cognitive Behavior Therapy Groups:

- 200 groups facilitated

Pre-sentence investigations:

-937 completed

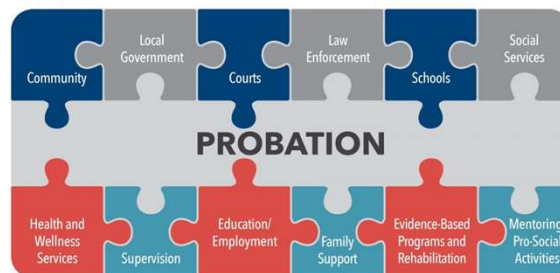
90% of clients remain felony free for three years after discharge from Dakota County Community Corrections.

3

Probation Officers in Dakota County



Thank You Dakota County Probation Officers!



4



Board of Commissioners

Request for Board Action

Item Number: DC-4595

Agenda #: 12.2

Meeting Date: 7/8/2025

DEPARTMENT: Public Health

FILE TYPE: Regular Action

TITLE

Authorization To Apply For Minnesota Department Of Health Statewide Health Improvement Partnership Grant, Accept Funds and Execute Grant Agreement

PURPOSE/ACTION REQUESTED

Authorize submission of application for the Minnesota Department of Health (MDH) Statewide Health Improvement Partnership (SHIP) grant, and if awarded, authorize acceptance of grant funds and execution of the grant agreement.

SUMMARY

Pursuant to Minn. Stat. § 375A.04, the Dakota County Board of Commissioners is, and performs the duties and exercises the powers of, a community health board under Minn. Stat. Ch. 145A, including the responsibility to prevent disease and to promote and protect the public health of Dakota County residents.

In 2008, SHIP was signed into law as an integral public health component of the Minnesota Health Reform Initiative. The statewide focus was to implement policy, systems, and environmental changes aimed at reducing obesity and tobacco use to reduce the statewide burden of chronic disease and decrease healthcare costs. Dakota County has received funding through this grant since 2009.

Applications for the next five-year grant are due to MDH by August 15, 2025. On June 2, 2025, the County received an estimated award letter from MDH for estimated annual funding of \$778,431 for the period of November 1, 2025 to October 31, 2030 (Attachment: Dakota Memo SHIP 6 Annual Award). It stated that "While SHIP grants are on a five-year basis, only the first year of funding has been determined at this time. Funding is also contingent on legislative approval each biennium. The MDH reserves the right to change funding amounts based on the total appropriated to SHIP each biennium." With no changes to the annual funding amount, Dakota County would expect to receive \$3,892,155 for public health prevention work over the next 5 years. Indirect costs have been included in the budget at the maximum allowable rate of 10 percent of the allowable total.

MDH requires grantees to work on strategies in the areas of schools, workplaces, food access, active living, commercial tobacco reduction and health care. Proposed strategies will be developed upon execution of a contract and will be tailored based on the Dakota County Public Health (DCPH) Community Health Assessment and the DCPH Community Health Improvement Plan.

OUTCOMES

Most recent SHIP outcomes from the current cycle will be reported in early 2026. Prior outcomes are

included below as examples of SHIP prevention work.

- SHIP Cumulative Progress Report 2015-2022 (Attachment: SHIP Cumulative Progress Report) shows successful past outcomes as well as funds leveraged through the grant program.
- Dakota County SHIP Healthy Neighborhoods Report (Attachment: SHIP Healthy Neighborhood Report) gives more detail to tailored prevention programming and reach within Dakota County in 2023.
- Dakota County SHIP School Wellness Report (Attachment: SHIP School Wellness Report 2024) highlights initiatives focused on youth and school staff in 2024.

RECOMMENDATION

Staff recommends authorization to apply for the MDH SHIP 2025 grant for the period of November 1, 2025 through October 31, 2030, and if awarded, accept grant funds and execute grant agreement.

EXPLANATION OF FISCAL/FTE IMPACTS

The state-funded grant award is estimated at \$778,431 for the first year of the five-year grant term, November 1, 2025 through October 31, 2026. Any unspent grant funds in 2026 will be carried over at the end of the year and must be spent by June 30, 2027. Given no legislative changes, Dakota County would expect \$778,431 annually until October 2030 for public health prevention initiatives and will be included in future annual Public Health budgets. Indirect costs have been included in the budget at the maximum allowable rate of 10 percent of the allowable total.

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

RESOLUTION

WHEREAS, pursuant to Minn. Stat. § 375A.04, the Dakota County Board of Commissioners is, and performs the duties and exercises the powers of, a community health board under Minn. Stat. Ch. 145A, including the responsibility to prevent disease and to promote and protect the public health of Dakota County residents; and

WHEREAS, in 2008, the Statewide Health Improvement Program (SHIP) was signed into law as an integral public health component of the Minnesota Health Reform Initiative; and

WHEREAS, the statewide focus was to implement policy, systems, and environmental changes aimed at reducing obesity and tobacco use to reduce the statewide burden of chronic disease and decrease health care costs; and

WHEREAS, Dakota County has received funding through this grant since 2009; and

WHEREAS, applications for the next five-year grant are due to the Minnesota Department of Health (MDH) by August 15, 2025; and

WHEREAS, on June 2, 2025, the County received an estimated award letter from MDH for an estimated annual award of \$778,431 for the period of November 1, 2025 to October 31, 2030; and

WHEREAS, MDH stated that “While SHIP grants are on a five-year basis, only the first year of

funding has been determined at this time; funding is also contingent on legislative approval each biennium and the MDH reserves the right to change funding amounts based on the total appropriated to SHIP each biennium”; and

WHEREAS, MDH requires grantees to work on strategies in the areas of schools, workplaces, food access, active living, commercial tobacco reduction and health care; and

WHEREAS, proposed strategies will be developed upon execution of a contract and will be tailored based on the Dakota County Public Health (DCPH) Community Health Assessment and the DCPH Community Health Improvement Plan.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to submit a grant application to the Minnesota Department of Health for Statewide Health Improvement Partnership Grant funds for the period of November 1, 2025 through October 31, 2030; and

BE IF FURTHER RESOLVED, That if awarded, the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the grant funds and execute the grant agreement for the period of November 1, 2025 to October 31, 2030, subject to approval by the County Attorney’s Office as to form; and

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

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Dakota Memo SHIP 6 Annual Award

Attachment: SHIP Cumulative Progress Report

Attachment: SHIP Healthy Neighborhood Report

Attachment: SHIP School Wellness Report 2024

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

CONTACTS

Department Head: Gina Pistulka

Author: Alex Groten



Memo

DATE: 5/21/2025

TO: Gina Pistulka, Dakota County, Interim CHS Administrator

FROM: Kris Igo, Director, MDH Office of Statewide Health Improvement Initiatives (OSHII)

SUBJECT: Adjustment in estimated SHIP 6 Grant annual award amount from the amount awarded in past years. FYI only, no action required.

This Memo is not your official SHIP 6 (November 1, 2025 – October 31, 2030) Notice of Award letter; you will receive that letter late August or early September.

This memo is being sent as an FYI to inform you of an adjustment in your estimated SHIP 6 funding. Your estimated annual award amount for the upcoming SHIP 6 Grant Project Agreement has been adjusted, please see below:

SHIP 4 and SHIP 5 (November 1, 2015 – October 31, 2025)

- Annual Award Amount: \$782,859

Estimated SHIP 6 (November 1, 2025 – October 31, 2030)

- Annual Award Amount: \$778,431

Notes:

- We are still in a legislative session with no final budget. The SHIP 6 annual award amount above is an estimate and is subject to any unforeseen budget changes this session.
- We have three additional grantees for SHIP 6 due to CHBs choosing to apply for SHIP 6 as a single entity rather than combining with other CHBs as they had in the past. This affected the total award amounts for all grantees.
- We are using updated population estimates. In SHIP 4 and SHIP 5 we used 2013 population estimates. For SHIP 6 we used 2023 population estimates.

- Your LPH SHIP Coordinator will receive the official SHIP 6 Grant Application Information and Checklist early June.

Thank you for your continued partnership in improving health in Minnesota.

Feel free to reach out to me or your SHIP Community Specialist with any questions.

In service,

Kris Igo

Email: Kris.Igo@state.mn.us

Dakota County Statewide Health Improvement Partnership (SHIP)

Cumulative Progress Report 2015 – 2022

SHIP Awarded Funds

SHIP Dakota County Public Health Department was awarded aprox. \$782,852 each grant cycle from the Minnesota Department of Health.

► **Leveraged Funds**
Additional funds secured from community partners with SHIP support.



SHIP 2022

2021 – 2022



Healthy Eating

- Increased opportunities for healthy eating or breastfeeding support in schools (2) and worksites (4)
- Food shelf mini grants (6) awarded to expand capacity to serve more individuals
- Farmers markets (10) supporting implementation of SNAP benefits and Farmers Market Bucks



Active Living

- 1 county, 4 city-lead plans to support walking and biking
- Increased opportunities for physical activity in schools (2) across 2 districts, worksites (1)
- Safe Routes to School (SRTS) planning at schools (2)



Commercial Tobacco

- 8 more policies/total 262
- Approximately, 59% of Dakota County properties are smoke-free
- 3 school districts implemented evidence-based vaping prevention efforts
- Increased opportunities for tobacco cessation at worksites (1)



Mental Health and Well-Being

- Countywide Present Teacher Restoration Project across all (10) of our Public School Districts, (304) educators and (932) hours of training
- Increased opportunities for mental health and resilience in schools (17) across (9) districts and worksites (1)
- Co-organized 9 meetings with SHIP Comm. Leadership Team of school district cultural liasons

► \$ 1,323,083 ◀

SHIP 4 (Year 5) + SHIP 2021

2019 – 2021



Healthy Eating

- Increased opportunities for healthy eating or breastfeeding support in schools (4) and worksites (2)
- Food shelf mini grants (5) awarded to expand capacity to serve more individuals
- Farmers markets (9) supporting implementation of SNAP benefits & COVID-19 safety



Active Living

- 1 county, 5 city-lead plans to support walking and biking
- Increased opportunities for physical activity in schools (4) across 4 districts, worksites (6) and Early Childhood programs (3)
- SRTS planning at schools (2)



Commercial Tobacco

- 30 more policies/total 252
- 57% of Dakota County properties are smoke-free
- 5 school districts implemented evidence-based vaping prevention efforts



Health Care

- 2 community partners to support FoodRx™ pilot program impacting 43 families



MH & Well-Being

- NEW SHIP strategy launched and implemented across schools (30), districts (9), worksites (6) and Early Childhood programs (3)

SHIP 4 (Years 3 & 4)

2017 – 2019

- Increased opportunities for healthy eating or breastfeeding support in worksites (11) and Early Childhood programs (6)
- Corner stores (5) offering healthier food options, including halal stores

- 1 county, 3 city-led plans to support walking and biking
- Increased opportunities for physical activity in schools (18) across 6 districts and worksites (11)
- Safe Routes to School (SRTS) planning at schools (6)

- 78 more policies/222 total
- 50% of properties are smoke-free
- Supporting DC CDA and HRA and connecting residents to cessation resources

- Falls Prevention
- Community collaboration and evidence-based programming at 7 sites

► \$ 6,295,663 ◀

SHIP 4 (Years 1 & 2)

2015 – 2017

- Increased opportunities for healthy eating or breastfeeding support schools (10), worksites (11) & Early Childhood programs (6)
- Dakota County Food Shelf Alliance created and continued to meet outside of SHIP

- 2 county, 6 city-led plans to support walking and biking
- Increased opportunities for physical activity in schools (24), worksites (10) and Early Childhood programs (12)

- Previous baseline from 2015 (98 policies) Goal 20 more policies; outcome 46 additional policies/144 total
- 33% of properties are smoke free

- Falls Prevention
- Community collaboration and evidence-based programming at 4 sites

► \$ 4,372,803 ◀

DAKOTA COUNTY STATEWIDE HEALTH IMPROVEMENT PARTNERSHIP

HEALTHY NEIGHBORHOODS PROJECTS 2023 - SUMMARY REPORT

The goal of this NEW community funding opportunity supported by the Minnesota Department of Health's Statewide Health Improvement Partnership grant is to support organizations wishing to launch or expand projects working to improve **health equity** in Dakota County.

FOCUS AREAS OF PROJECTS:



→ Increased access to healthy food



→ Improved community mental health & well-being



→ Increased opportunities to be physically active

GRANT AWARD PROCESS:



24 Applications received
9 Awarded

Short term, small investments with big outcomes: 6 months at a level of \$3,000 each

KEY OUTCOMES

- ▶ ALL 9 projects were community-led
- ▶ All projects were centered on health equity or aiming to reach a specific community or population facing greater barriers to achieving their full health potential
- ▶ SHIP Dakota County expanded community partnerships to new food shelves, non-profits, culturally focused organizations, sustainable agriculture, and faith communities



...▶ **100%** of the partners met at least 6 out of 7 criteria on the sustainability checklist*

*a list of items researched to be critical for sustaining policy, systems and environmental ('PSE') changes



THE PROJECTS:



ACCESS TO HEALTHY FOODS

Dodge Nature Center:

Launched a new initiative making garden spaces, instruction & support available to the Residents of Color Collective (ROCC) and local veterans who benefited from active time outdoors and access to learning in nature to grow nutritious food

Prince of Peace/Mission Outpost Food Shelf:

Expanded capacity to provide healthier food options, more choices for guests and to move towards Supershelf certification

Shepard of the Valley Lutheran Church:

Increased capacity of the food shelf to provide adequate amounts of refrigerated foods for all clients through the purchase of a new commercial refrigerator

Sharing Our Roots:

Purchased greenhouse supplies to increase opportunities for emerging and immigrant farmers in our region to grow more culturally significant crops at a commercial scale with fewer economic barriers

“

Gardening and getting out here, spending time using your hands, doing something organic, giving something back. You're able to let some worries go and be in the soil and see the fruits of your labor

- Army Veteran

”



COMMUNITY MENTAL HEALTH & WELL-BEING

A.G. Consulting Media:

Strengthened cultural responsiveness and awareness among health care practitioners and individuals who interact with diverse marginalized immigrant students and families to promote well-being

Restoration for All, Inc.:

Improved mental health literacy among immigrants and refugee families, community leaders and helping professionals in Dakota County

360 Communities:

Advanced the organization's goals around resilience, diversity, equity, and inclusion through completion of 4 trainings to support employee well-being and professional development

United Way of Hastings:

Developed a consistent, valid assessment process to measure the impact of their work with *Helping Kids Succeed* presentations to students at the ISD 200 middle and high school, parents, and community members

“

I've learned how much of an impact a simple change can have. Moving produce to the front has made our food shelf look and feel like a grocery store, giving our guests a feeling of pride and dignity when they visit

- Prince of Peace food shelf staff

”



INCREASED PHYSICAL ACTIVITY

City of South St. Paul:

The *Healthy Buildings Healthy Residents* effort provided residents at 2 senior high-rise buildings with opportunities to launch or expand the residents' health and well-being within their multi-unit housing sites through increased healthy vending and movement opportunities



Dakota County Public Health Department
651.554.6100 / www.dakotacounty.us (search SHIP)

Support by the Statewide Health Improvement Partnership, Minnesota Department of Health and the Dakota County Public Health Department.





SHIP Dakota County School Wellness Report 2024

This report highlights Dakota County Public Health Department's school wellness efforts funded through the Statewide Health Improvement Partnership (SHIP) between November 1, 2022 and October 31, 2024. Together, school partners and Public Health coordinated wellness efforts focused on healthy eating, physical activity, mental health and well-being, and youth vaping prevention.

Our Reach



9 Dakota County school districts



15 projects focused on health and well being efforts impacting students and staff

Funding

\$90,000 awarded to school districts to support projects

School Partners

SSD 6 - South St. Paul
 ISD 191 - Burnsville, Eagan, Savage
 ISD 192 - Farmington
 ISD 195 - Randolph
 ISD 196 - Rosemount, Apple Valley, Eagan
 ISD 197 - W. St. Paul, Mendota Hts., Eagan
 ISD 199 - Inver Grove Heights
 ISD 200 - Hastings
 ISD 917 - Serves 9 Districts in Dakota County

School Wellness Projects

Active Living

- Outdoor classroom
- Access for all students to snowshoeing & cross-country skiing
- Physical activity & stress management equipment and education in employee staff lounges

Commercial Tobacco Use Prevention

- Commercial tobacco/vaping secondary training
- Peer-to-peer youth vaping prevention education

Healthy Food Access

- Water bottle filling station
- Lactation spaces, resources, and policies to support staff

Mental Health and Well-Being

- | | |
|---|--------------------------------------|
| - Calming room/zones/carts | - Trauma-informed practices training |
| - Digital well-being | - Health education curriculum |
| - Anti-bias training | - Employee well-being |
| - Move Mindfully® | - Community and parent engagement |
| - Restorative practices | |
| - Supports for alternatives to suspension | |



— “
Healthy students are better learners and people with higher levels of education are more likely to be healthier and live longer.
 ” —



Highlights

D191 (Burnsville/Eagan/Savage)

Move Mindfully Trainings:

Over 120 school staff participated in 5 different trainings over the course of this cycle, impacting 34 classrooms in the district. Staff are now equipped with skills and knowledge to deepen their understanding of the impact of trauma and stress on both young children and adults. Staff developed practical, research-based interventions to assist young children with self-regulation, self-soothing, community connection and overall well-being. Over 90% of participants strongly agreed or agreed the workshops were helpful.

“

“Grateful for the professional development experience and in the classroom for the hands-on experience with the students and staff together! Appreciated the instructors’ enthusiasm and engagement with the students/staff!”

”

D917 (Intermediate School District) Social Emotional Learning Trainings

Partnering with Mad Hatter Wellness, 25 staff received training on the curricula Sexuality for All Abilities: Open Conversations, Social Stories, and Relationship Changes. As teachers who serve students with special needs, this training highlighted how to modify lessons as appropriate for this unique population of students.

D199 (Inver Grove Heights) Lactation-Friendly Spaces

The district created 5 lactation spaces throughout their district, equipping each with a comfortable physical space and a system in each building for equitable use of space. A parent-to-be packet with local supports and resources was created. The resources are now embedded into district onboarding procedures.

D192 (Farmington) Restorative Practices

A diverse cohort of K-12 educators including school social workers, counselors, equity leaders, classroom teachers, family cultural advocates, multilingual teachers and school psychologists met for four days of training in early 2024. Together they formed a trusting, caring community while building a shared understanding of the principles and practices of restorative practices.

D197 (West St. Paul/Mendota Heights/Eagan) Access to Snowshoeing and Skiing

This project expanded physical activity options for students through a purchase of cross-country skis and snowshoes. This new district equipment including has allowed individuals of almost all abilities to get outside and participate at some level. By exploring these outdoor activities together, students have been able to bond, team build and grow through learning a new skill, all while being active.

“

“Teaching students how to snowshoe and cross-country ski are lifelong skills that they can practice and develop over time. Learning these skills can help our students/ community be active even in the depths of winter.”

”

Highlights

D196 (Rosemount/Apple Vally/Eagan) Staff Training on Best Practices for Student Support

District 196 provided a professional development opportunity for 95 school counselors, school psychologists, school social workers, and school-linked behavioral health therapists to receive training on best practices to support students exposed to trauma.

“

“This training will provide opportunities to engage with students regarding racial trauma. It provided a well-designed format to support students with exploring their racial trauma, providing them with coping skills, and a range of terms/definitions.”

“Learned how to validate, name, and acknowledge students' experiences of racism and racial trauma.”

- RTM training participant

”

SSD6 (South St. Paul) Outdoor Classroom

SHIP funds provided materials and installation for a new outdoor classroom at Kaposia Elementary. Additionally, a dedicated K-5 science specialist teacher integrated the outdoor classroom into standard curriculum practices for all K-5 students. All students now have routine access to the outdoor classroom.

Youth Engagement/Tobacco-Free Alliance

During the 2023-2024 school year, Tobacco-Free Alliance (TFA) engaged multiple student groups in peer-to-peer vaping prevention efforts in Hastings Middle School and ISD 196.

TFA conducted 13 “train the trainer” vaping prevention workshops with 145 Developmental Psychology (DP) students across four ISD 196 high schools. The DP students then taught over 2,000 6th graders about vaping using age-appropriate lesson plans. At Hastings Middle School, TFA supported ten 8th grade peer educators who held over 35 vaping prevention workshops. These student-led workshops reached approximately 1,200 students in 5th-7th grades.

South of the River Collaborative (SotRC)



SHIP Dakota County partners with the SotRC, a group comprised of school district cultural liaisons and cultural

family advocates on health and well-being efforts. In April 2024, the collaborative received a Public Health Achievement Award for devoting their time, energy and talents for improving student success and health in the community.

Sustainability and ‘How Well’?



Dakota County Public Health helped school partners to sustain their project activities:

.....▶ **100%** reported they met at least 5 of the 7 criteria to sustain change.
The goal is 100% of partners meeting the criteria to sustain change.

Dakota County Public Health Department
1 Mendota Road W. Suite 410, West St. Paul, MN 55118
651.554.6100 / www.dakotacounty.us

03/25/2025





Dakota County Statewide Health Improvement Partnership

Gina Pistulka, Interim Public Health Director
Erin Carder, Deputy Public Health Director

SHIP Overview



- Dakota County a recipient since 2009
- Annual award funds staffing and community prevention strategies for population health
- Policy, systems and environmental initiatives
- Community driven and based on Community Health Improvement Plan need

Community Outcomes



PROMOTED HEALTH and WELLNESS

Launched Credible Mind to all residents

Collaborated with the Library system on development of Dementia Kits to residents

Awarded \$62,000 for "Healthy Neighborhood" community-led projects

INCREASED FOOD ACCESS

Launched FoodRx with both Veteran Services and Family Home Visiting

Increased food access and engagement at Farmer's Market

Increased infrastructure at Food Shelves

SUPPORTED EMPLOYEE WELLNESS

Created 17 lactation spaces and new policies with employers

LEVERAGED FUNDS

Partnered with Physical Development to leverage \$9M for county infrastructure *(grant writing)*

PROMOTED SCHOOL CULTURAL CONNECTIONS

Hosted annual training for Cultural Liaison's South of the River Collaborative *(received PH Achievement Award in 2024)*

School Outcomes



TOGETHER

School partners and Public Health coordinated wellness efforts focused on:

- healthy eating
- physical activity
- mental health and well-being
- youth vaping prevention



9 school districts

engaged in



15 initiatives

focused on health and wellbeing of students and staff



\$90,000

provided to support sustainable change

Statewide Network of Health



**COMING
FALL 2025**

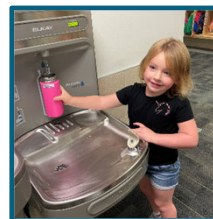
**The statewide
SHIP annual meeting
will be hosted
in Eagan**

Recommendation



**APPLY and
ACCEPT**

\$778,431 ANNUALLY
for population health
and primary
prevention work



Questions

Thank you!



Board of Commissioners

Request for Board Action

Item Number: DC-4679

Agenda #: 15.1

Meeting Date: 7/8/2025

Information

See Attachment for future Board meetings and other activities.

July 8, 2025

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

July 9, 2025

Wednesday

10:00 AM - 10:00 AM

Metropolitan Emergency Services Board Committee Meeting -- Metro Counties Government Center, 2099 University Ave, St. Paul

4:00 PM - 4:00 PM

Vermillion River Watershed Community Advisory Committee -- Dakota County Extension & Conservation Center, 4100 220th St. W, Farmington, Conference Room A

July 10, 2025

Thursday

7:30 AM - 7:30 AM

I-35W Solutions Alliance Board Meeting -- Richfield City Hall, 6700 Portland Avenue South, Bartholomew Room, Richfield

July 11, 2025

Friday

All Day

NACo Annual Conference -- Philadelphia Marriott Downtown, 1200 Filbert Street, Philadelphia, PA

July 12, 2025

Saturday

All Day

NACo Annual Conference -- Philadelphia Marriott Downtown, 1200 Filbert Street, Philadelphia, PA

July 13, 2025

Sunday

All Day

NACo Annual Conference -- Philadelphia Marriott Downtown, 1200 Filbert Street, Philadelphia, PA

July 14, 2025

Monday

All Day

NACo Annual Conference -- Philadelphia Marriott Downtown, 1200 Filbert Street, Philadelphia, PA

July 14, 2025 Continued

Monday

12:00 PM - 12:00 PM

Dakota-Scott Workforce Development Board Executive Committee Meeting - CANCELED --

July 18, 2025

Friday

8:30 AM - 8:30 AM

Dakota-Scott Workforce Development Board Meeting - CANCELED --

July 22, 2025

Tuesday

9:00 AM - 9:00 AM

Dakota County Physical Development Committee of the Whole -- Administration Center, 1590 Highway 55, Conference Room 3A, Hastings

1:00 PM - 1:00 PM

Dakota County Community Services Committee of the Whole -- Administration Center, 1590 Highway 55, Conference Room 3A, Hastings

4:30 PM - 4:30 PM

Public Open House: Farmington Corridor Study: County Road 31 and County Road 74 -- Farmington City Hall, 430 3rd Street, Farmington

July 23, 2025

Wednesday

9:15 AM - 9:15 AM

Metropolitan Mosquito Control District Executive Committee Meeting -- Metropolitan Mosquito Control District 2099 University Ave. W, St. Paul

11:00 AM - 11:00 AM

Budget Workshop -- Empire Maintenance Facility, 2800 160th St. W, Rosemount

July 24, 2025

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

July 29, 2025

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>

July 29, 2025 Continued

Tuesday

9:30 AM - 9:30 AM

Regional Railroad Authority (or following CB) -- Administration Center, 1590 Highway 55, Boardroom, Hastings

3:00 PM - 3:00 PM

Dakota County Community Development Agency Regular Meeting -- CDA, 1228 Town Centre Drive, Eagan, Boardroom



Board of Commissioners

Request for Board Action

Item Number: DC-4680	Agenda #: 16.1	Meeting Date: 7/8/2025
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Adjournment