



Dakota County

General Government and Policy Committee of the Whole

Agenda

Tuesday, September 9, 2025

9:30 AM

Conference Room 3A, Administration
Center, Hastings

(or following County Board)

If you wish to speak to an agenda item or an item not on the agenda, please notify the Clerk to the Board via email at CountyAdmin@co.dakota.mn.us

1. Call to Order and Roll Call

Note: Any action taken by this Committee of the Whole constitutes a recommendation to the County Board.

2. Audience

Anyone in the audience wishing to address the Committee on an item not on the agenda or an item on the consent agenda may come forward at this time. Comments are limited to five minutes.

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

3.1 Approval of Agenda (Additions/Corrections/Deletions)

CONSENT AGENDA

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on August 12, 2025

5. Central Operations

5.1 *Finance* - Authorization To Execute Contract With Loffler Companies, Inc. For Managed Print Services

5.2 *Finance* - Authorization To Execute Contract With Baker Tilly Advisory Group, LP For Inflation Reduction Act Eligibility And Tax Credit Advisory Services

6. County Board/County Administration

6.1 *Human Resources* - Approval Of Contract Renewal For 2026 Dental Plan

REGULAR AGENDA

7. County Board/County Administration

- 7.1 *Human Resources* - Approval Of 2026 Medical Plans and Premium Rates
- 7.2 *Human Resources* - Overview Of Minnesota Paid Family And Medical Leave
- 7.3 *Communications and Public Affairs* - Legislative Update

8. Central Operations

- 8.1 *Information Technology* - Update On Cyber Security And Preventive Security Measures Taken By Information Technology

9. Public Services and Revenue

- 9.1 *Service and License Centers* - Authorization To Discontinue Participation In Same-Day Issuance Pilot At Lakeville License Center
- 9.2 *Elections* - Update On Voting Equipment Procurement

10. County Manager/Deputy/Director's Report

11. Future Agenda Items

12. Adjournment

- 12.1 Adjournment

For more information, call 651-438-4417
Dakota County Board meeting agendas are available online at
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>
Public Comment can be sent to CountyAdmin@co.dakota.mn.us



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4875

Agenda #: 3.1

Meeting Date: 9/9/2025

Approval of Agenda (Additions/Corrections/Deletions)



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4876

Agenda #: 4.1

Meeting Date: 9/9/2025

Approval of Minutes of Meeting Held on August 12, 2025



Dakota County

General Government and Policy Committee of the Whole

Minutes

Tuesday, August 12, 2025

9:30 AM

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

(or following County Board)

1. Call to Order and Roll Call

The meeting was called to order by Commissioner Workman at 9:15 a.m.

Present

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

Also in attendance were Heidi Welsch, County Manager; Tom Donely, First Assistant County Attorney; and Jeni Reynolds, Sr. Administrative Coordinator to the Board.

The audio recording of this meeting is available upon request.

2. Audience

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

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

3.1 Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: Mike Slavik

Ayes: 7

CONSENT AGENDA

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

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on July 8, 2025

Motion: Laurie Halverson

Second: Mary Hamann-Roland

Ayes: 7

5. Central Operations

5.1 Report On Budget Amendments And Contracts

Information only; no action required.

6. County Board/County Administration

6.1 2025 Board Priorities Second Quarter Update

Information only; no action requested.

REGULAR AGENDA

7. Physical Development

7.1 Authorization To Submit Second Solid Waste Capital Assistance Program Application for Recycling Zone Plus

Motion: Mike Slavik

Second: Mary Hamann-Roland

Environmental Resources Director Nikki Stewart and Environmental Supervisor Dave Magnuson were present for this item and responded to questions.

WHEREAS, by Resolution No. 18-493 (September 18, 2018), the Dakota County Solid Waste Management Plan (Plan) was adopted; and

WHEREAS, the Plan supports the Dakota County Board of Commissioners' desire to remove household hazardous waste (HHW) from the solid waste stream because of health, safety, and environmental concerns; and

WHEREAS, Dakota County is partnering with Scott County on a joint HHW and recycling center known as the Recycling Zone Plus; and

WHEREAS, Dakota County received \$2 million in the 2020 Minnesota legislative session from Minnesota Pollution Control Agency (MPCA) Solid Waste Capital Assistance Program (CAP) for the purchase of property and design; and

WHEREAS, Dakota County purchased 12 acres in the City of Lakeville, MN, in 2024 near the Scott County border for the Recycling Zone Plus; and

WHEREAS, by Resolution No. 24-055 (January 23, 2024), Dakota and Scott counties executed a Joint Powers Agreement (JPA) for the design and construction of the facility; and

WHEREAS, Dakota and Scott counties, as part of the JPA, will contribute the remaining capital funds based on each county's population percentage; and

WHEREAS, Dakota County received \$6 million in CAP from the 2025 Minnesota

legislative session for the construction of the Recycling Zone Plus; and

WHEREAS, Dakota County has prepared a second application for a CAP grant to construct the Recycling Zone Plus at an estimated total project cost of \$24 million; and

WHEREAS, the final grant application requires Dakota County to identify how it will pay for the total cost of the project.

NOW, THEREFORE, BE IT RESOLVED, That Dakota County will implement the project, provide necessary local financing, and accept and exercise the governmental powers necessary to develop and operate the project; and

BE IT FURTHER RESOLVED, That Dakota County pledges to use all funds made available exclusively for the capital costs of the project and to pay any additional amount by which the cost of the project exceeds the estimate by appropriation to the construction fund of additional funds or proceeds of additional bonds of Dakota County; and

BE IT FURTHER RESOLVED, That Dakota County recognizes that any subsequent withdrawal of allocated or additional funds of Dakota County will impair the obligation of contract between the state of Minnesota, Dakota County, and the bondholders; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to sign the second Capital Assistance Program Grant Application and the Capital Assistance Program Grant Agreement on behalf of Dakota County.

This item was approved and recommended for action by the Board of Commissioners on 8/26/2025.

Ayes: 7

7.2 Authorization For Approval Of Schematic Design And Authorization To Amend Professional Services Contract With Hammel, Green and Abrahamson, Inc. And Amendment Of 2025 Facilities Capital Improvement Program For Burnhaven Library Renovation Project

Motion: Laurie Halverson

Second: Mike Slavik

Capital Projects Manager Jay Biedny and Senior Project Manager Mike Wiese presented on this item and responded to questions.

WHEREAS, the 2025-2029 Facilities Capital Improvement Program (CIP) Adopted Budget includes a project to renovate the Burnhaven Library as part of the next cycle of library renovation work; and

WHEREAS, Hammel, Green and Abrahamson, Inc. (HGA), was selected as the consultant firm to lead the design efforts for the project by Resolution No.

25-207 (April 22, 2025); and

WHEREAS, HGA worked with a Core Planning Group to confirm the programmatic needs and develop the project through the schematic design phase; and

WHEREAS, a Core Planning Group has identified additional mechanical and electrical infrastructure systems that are in need of replacement within the renovation project scope; and

WHEREAS, public input was solicited through an open house event, sharing materials at the library, and on the project webpage; and

WHEREAS, comments were submitted and shared with the design team for consideration; and

WHEREAS, the Dakota County Library Advisory Committee recommended the proposed schematic design for approval to the Dakota County Board of Commissioners on July 10, 2025; and

WHEREAS, the cost estimates prepared for the schematic design developed to date are in alignment with the estimated project budget, provided an additional \$1,000,000 in funding is added to the project; and

WHEREAS, the construction funding will be included in the 2026 Facilities CIP.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the recommended schematic design for the Burnhaven Library Renovation as presented; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Facilities Management Director to execute a contract amendment with Hammel, Green And Abrahamson, Inc., 420 North 5th Street, Suite #100, Minneapolis, MN 55401, in an amount not to exceed \$113,000.00 for a total maximum contract total not to exceed \$509,800.00, 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 amends the 2025 Facilities Capital Improvement Program Budget as follows:

Expense

Lebanon Hills Maintenance Facility (2000017)	(\$1,000,000)
Burnhaven Library Renovation (2000463)	<u>\$1,000,000</u>
Total Expense	\$0

Revenue

Lebanon Hills Maintenance Facility (2000017)	(\$1,000,000)
Burnhaven Library Renovation (2000463)	<u>\$1,000,000</u>
Total Revenue	\$0

This item was approved and recommended for action by the Board of Commissioners on 8/26/2025.

Ayes: 7

8. County Board/County Administration

8.1 Legislative Work Session Planning Update

Communications and Public Affairs Director Mary Beth Schubert presented this item and responded to questions. Transportation Director and County Engineer Erin Laberee was present for discussion on letters of support to cities for transportation projects.

Information only; no action requested.

9. County Manager/Deputy/Director's Report

County Manager Heidi Welsch gave an overview of the agenda for the budget workshop that will be held on August 19, 2025.

10. Future Agenda Items

The following future agenda items were presented:

- Cyber Security Update
- Future discussion regarding Transportation Alliance at a future Physical Development meeting

11. Adjournment

11.1 Adjournment

Motion: Joe Atkins

Second: Mike Slavik

On a motion by Commissioner Atkins, seconded by Commissioner Slavik, the meeting was adjourned at 12:07 p.m.

Ayes: 7

Respectfully submitted,
Jeni Reynolds
Sr. Administrative Coordinator to the Board



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4812

Agenda #: 5.1

Meeting Date: 9/9/2025

DEPARTMENT: Finance

FILE TYPE: Consent Action

TITLE

Authorization To Execute Contract With Loffler Companies, Inc. For Managed Print Services

PURPOSE/ACTION REQUESTED

Authorize the Deputy County Manager to execute a contract with Loffler Companies, Inc. (Loffler) for Managed Print Services (MPS).

SUMMARY

By Resolution No. 15-413 (August 11, 2015), the County entered into a contract with Loffler for the implementation of MPS services for Dakota County. As part of the MPS rollout, the County purchased a fleet of Konica-Minolta multi-function printer devices and software for secured badge printing.

By Resolution No. 20-120 (March 10, 2020), the County extended the Loffler contract for an additional five years through September 2025. In 2023, a physical inventory and assessment of equipment was conducted by Finance and Loffler to right-size equipment needs and reduce equipment costs. This included usage analysis and end-of-service life replacement assessments.

On July 7, 2025, Dakota County issued a Request for Proposals (RFP) for MPS, with responses due July 25, 2025. The RFP was seeking an experienced MPS vendor with demonstrated experience in the management, service and support of print services, specifically Konica Minolta devices, and competitive pricing for the County. Loffler was the sole responder to the RFP and was awarded the contract based on the evaluation criteria as set forth in the RFP. Loffler has provided high-quality customer service to the County for the past decade, tailoring its services to meet the needs of the County. The MPS solution includes supplies, service, maintenance and support, hardware, print management software integrations, as well as inventory management and right-sizing of equipment to meet the needs of the County.

There are no additional fees or increases in the proposed per page rates and pricing for either color or black/white printing, which is consistent with cost in the previous contract term. Dakota County will remain responsible for equipment replacement costs, averaging between \$8,000 to \$10,000 per device. The County owns approximately 154 multi-function devices, with 40 devices approaching end-of-life and potentially needing replacement or as-needed repairs in years 2026 through 2030.

Estimated cost detail for the 5-year contract term is as follows:

\$200,000, Device Replacements

\$100,000, Base Maintenance and Repairs

\$540,000, Print/Copy Usage Charges

RECOMMENDATION

Staff recommends that the Board of Commissioners authorizes the Deputy County Manager to execute a contract with Loffler Companies, Inc., for Managed Print Services, in an amount not to exceed \$840,000, for the period of September 30, 2025, through September 30, 2030.

EXPLANATION OF FISCAL/FTE IMPACTS

There is sufficient funding in the 2025 budget for this contract.

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

RESOLUTION

WHEREAS, Dakota County (County) has an ongoing need to print and copy documents; and

WHEREAS, the County has standardized and invested in the existing fleet of multi-function printing and copying devices; and

WHEREAS, a Request for Proposal was issued July, 7, 2025, for Managed Print Services; and

WHEREAS, Loffler Companies, Inc. was the sole responder to the RFP; and

WHEREAS, Loffler Companies, Inc. has provided high-quality customer service to the County for over ten years; and

WHEREAS, Loffler Companies, Inc. has proposed the same price per page rates for both color and black/white through September 2030; and

WHEREAS, Loffler Companies, Inc., was selected based on the evaluation criteria as identified in the RFP; and

WHEREAS, staff recommends executing a contract with Loffler Companies, Inc. for the purpose of Managed Print Services; and

WHEREAS, the total cost of the contract shall not exceed \$840,000 for the period of September 30, 2025, through September 30, 2030.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Deputy County Manager to execute a contract with Loffler Companies, Inc. for Managed Print Services, in an amount not to exceed \$840,000, for the period of September 30, 2025, through September 30, 2030, subject to approval as to form by the County Attorney's Office.

PREVIOUS BOARD ACTION

20-120; 03/10/20

15-413; 08/11/15

ATTACHMENTS

Attachment: Loffler RFP Response

BOARD GOALS

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

CONTACT

Department Head: Will Wallo

Author: Carla Skog

July 25, 2025

Scott Burkhart
Dakota County Finance
1590 Highway 55
Hastings, MN 55033

Dear Scott,

On behalf of Loffler Companies, Inc., we would like to thank you for the opportunity to respond to your RFP for Managed Print Services.

We are confident our expertise and success will earn us the opportunity to explore further how Loffler Companies will provide these services in a quality manner for Dakota County.

Why Loffler believes we can provide the best overall solution for Dakota County:

- Loffler Companies, Inc. has been with Dakota County for the past 5 years providing superior local service. Please see page #15 for customer surveys turned into Loffler from Dakota County staff.
- Skills and adaptability to smoothly transition existing services to a partnered solution.
- Depth of knowledge of print operations, document workflow and electronic filing solutions combined with world class implementation services to assure a smooth transition and a high level of user adoption.
- Community Involvement – recently awarded the Jefferson Award for Public Service exhibiting our commitment to the local community.
- Jim Loffler, our CEO and owner, says, “Do what is right.” Team members are given the authority to do the right things in a timely manner and offer reasonable flexibility to help the client.

We are excited about the opportunity to continue our partnership with Dakota County. Our goal is to continue to grow our relationship with you and to maintain a mutually beneficial partnership for years to come. We will accomplish this by providing continuous improvement and delivering on our promises. Thank you for your consideration on this initiative.

Sincerely,

Tait Thomsen
Strategic Account Executive
Loffler Companies, Inc
Direct Phone: (952) 925-6867
tthomsen@loffler.com

A Response for



Managed Print Services

Submitted by Loffler Companies, Inc.

**3745 Louisiana Ave S
St Louis Park, MN 55426**

Tait Thomsen
Strategic Account Executive
Direct Phone: (952) 925-6867
Tthomsen@loffler.com

The contents of this proposal are considered private and confidential for the exclusive use of Dakota County and its relationship with Loffler.

All furnished information, including prices, will remain valid for 120-days from the date of the deadline for submission of this RFP.

Vendor Introduction.....

4

Service Overview.....

6

Qualifications and Experience.....

9

Work Plan and Budget Services and Proposed Maintenance Details.....

10

Conflict of Interest.....

11

Exceptions and Deviations.....

12

Contract Terms and General Conditions.....

13

Registration and Good Standing.....

14

Customer Satisfaction Surveys.....

15

VENDOR INTRODUCTION

Loffler's headquarters, Document Services Center and primary warehouse are in St Louis Park, MN, with branch offices in St. Cloud, Willmar, Rochester and Mankato, MN, Onalaska, Hudson, Eau Claire, WI, Aberdeen and Sioux Falls, SD, Fargo and Grand Forks, ND, and Sioux City and Spencer, IA.

Company Headquarters:	3745 Louisiana Ave S, St Louis Park, MN 55426
Phone/Fax:	952.925.6800 / 952.925.6801
Ownership Status:	Privately held; local/regional business; national support
Years in Business:	39 years; established October 1986 in Minnesota
Number of Employees:	515 in the Twin Cities, Central/Southern Minnesota, Western Wisconsin areas, South and North Dakota, Iowa, and Nebraska areas



In 1992, Loffler Companies began their partnership with Canon as a Segment 1 dealer in the Twin Cities. By 1995, Loffler was authorized to sell Canon's full line of black and white copiers and faxes. In 1999, Loffler was recognized by Canon as a premier dealer. We are also a certified Canon training facility. Today, Loffler sells and services all Canon software products such as imageWARE and uniFLOW. Loffler is the **#7 ranked independent dealer in Canon hardware sales** in the country, and **#1 ranked independent dealer in uniFLOW software sales** in the country.

In Loffler's 37 years of business, we have developed a turnkey **Managed Print Services Solution** and have become one of the largest MPS providers in the Upper Midwest.

Loffler has always been an **HP Partner**, but in 2007 Loffler achieved the prestigious HP Solutions Value Incentive Partner (SVIP) Elite Status. This program is awarded to HP partners that go beyond providing hardware and demonstrate a consultative sales approach to solve customers' business problems. Loffler Companies is now an **HP Gold Partner**, with a managed print specialization. Loffler is one of only 66 dealers in the United States to earn this distinction.

Imaging Solutions includes copiers, printers, faxes, scanners, MFD/MFPs, and software solutions. We provide solutions through our industry-leading manufacturing partners Canon, Konica Minolta, Xerox, HP and Lexmark, backed up by our specialized trainers and award-winning service and support.

Loffler Consulting Group (LCG) is comprised of process consultants, technical analysts, specialists, programmers and solutions support engineers. This group provides and supports Loffler Professional Services to clients through analysis, installation and implementation of complex solutions. LCG continuously reviews emerging technology to find and incorporate the best solutions for clients.

Managed Print Services (MPS) incorporates technology and services to facilitate monitoring and proactive management of printing environments. PrintVision, our nationally branded MPS provides complete fleet management including automated service and supply calls, extensive reporting and tools to assist in right-sizing equipment across organizations.

The Information Technology Solutions Group (IT, Phone & Voice Solutions) delivers a broad

range of information technology and services with best-of-class solutions. The IT Solutions Group provides IT Solutions including Managed IT Services, Security, Cloud, Unified Communications, CIO and Professional Services.

Our experienced team and proven processes for delivery, installation, implementation and training are world class and waiting to help you succeed.

Loffler has been recognized by the business community for doing things right; we also participate and contribute to local teams and charitable organizations.

Industry Recognition

Loffler has also been recognized by the business community for doing things right. Some of the recent recognition includes:

- Star Tribune Top Workplace (12 years)
- Inc. 5000 Fastest Growing Private Companies in America (10 years)
- Ernst & Young Entrepreneur of the Year Finalist (Jim Loffler; 2 years)
- Elite Dealer Award (14 years)
- CRN Elite 150 MSP (7 years)

Twin Cities Sports Teams Affiliations

- MN Wild
- MN Vikings
- MN Timberwolves
- MN Lynx
- MN Saints
- University of MN Gopher Athletics



Charitable Affiliations

- Susan G. Komen Race for the Cure
- American Cancer Society
- Ronald McDonald House
- Feed My Starving Children
- Memorial Blood Centers
- Loaves & Fishes
- St. Joseph's Home for Children
- Catholic Charities of St. Paul & Minneapolis
- Meals on Wheels
- Wounded Warrior Project
- Special Olympics
- Operation Christmas Child
- One Warm Coat
- Second Stork
- University of Minnesota Masonic Children's Hospital
- People Incorporated



SERVICE OVERVIEW

Service Call Overview

Service: Loffler employs 100 full-time, manufacturer-certified service technicians. In addition, we have technical analysts, certified manufacturer trainers, product segment supervisors and service managers on staff in the Twin Cities metropolitan area, Duluth, St. Cloud, Rochester, Mankato and Western Wisconsin.

Loffler's technician trainer is formally trained and certified by our partners. In our technician training facility, our trainer then provides training and manufacturer certification for all our technicians.

Our service team consists of multiple teams focused on color, office and production devices and based on manufacturer. Technicians spend time in primary service teams using these distinctions. Each service team is assigned to a group and customers have assigned technicians based on territory location and on their equipment.

Loffler technicians will respond to tickets within 30 minutes (during business hours) to triage the problem and determine the next steps if necessary. Technicians will be on site within our guaranteed four-hour response time for device assistance.

Replacement parts for units in the customer's location will either be stocked by the field engineer or at one of the parts depots located throughout the Metropolitan Area. If the parts are not available in these locations and are not available at Loffler's main warehouse facility in St Louis Park, they will be overnight expressed from the manufacturer.

Warehouse and Local Parts Inventory: Loffler is one of few remaining providers with a warehouse in the Twin Cities Metro. Our warehouse provides inventory for parts and supplies, receipt and initial delivery of all customer equipment, as well as a parts and supply depot for technicians and clients.

Here trained technicians unpack and pre-stage all customer units before delivery including configuration of network parameters when provided. Machines are fully tested to ensure they are ready to be placed in your environment and be up and running with minimal disruption to your users.

Loffler carries over 8 million dollars of parts inventory stored at our local warehouse. This inventory is based on manufacturer's recommendation as well as our own weekly parts usage reports. Each technician carries a car stock inventory of commonly used/consumable parts that they replenish daily. In addition, Loffler has four (4) drop sites throughout the metro area and St. Cloud for greater efficiency. Loffler employs a courier to bring parts to these locations up to twice daily.

NetConnect: Loffler's NetConnect service offering also provides ongoing support for MFPs. Services offered are listed below:

- Print driver set up and new version releases of print and/or scan drivers
- Training of Network Administrator and/or Key Operators
 - Coordinate delivery of system upgrades and accessories
 - Installation and testing of all purchased system upgrades and software

- Telephone support for printing/scanning issues
- Scanner folder setup and address adds
- Change/Upgrade IP address and gateway
- Firmware update installation for connected products

Help Desk: Loffler's Help Desk gives all clients the opportunity to do some troubleshooting or ask questions about copier settings, basic scan to email processes, driver settings, certain error codes, how to calibrate the machine, copy quality issues and much more.

Many questions can be answered on the phone or we can email you a reference guide to help you work through it on your own.



Customer Service Portal: Loffler is leading in technology innovation by introducing a Customer Service Portal. This is a live web-based ticketing system for instant access to all service calls, and the entire fleet history.

Clients can access the Loffler web-based portal using personal log in credentials to place new service requests, monitor current calls, and check past service history. They can also view their current equipment fleet at a specific location or for multiple locations.

- Our portal is designed to be very user friendly and intuitive with real time information. Loffler Companies strives to provide innovative solutions for our customers. As always, you still have the ability to call and speak with our live customer service team to help you with any questions or service needs.

Ticket Tracking: Loffler's Call Center provides a single point of contact for help desk service calls and supply orders, 7 to 5, Monday through Friday. In addition, your Account Manager, Tait Thomsen is your primary contact for your contracts and for requests such as training or issue escalation.

Calls for service are taken through the Call Center or through our Client Portal. Complete service records are maintained to provide historical information. Calls are monitored to guarantee timely response to tickets (response within one hour; on site in less than four hours) and to extended downtime (no longer than 48 hours).

Service and supply calls can also be placed through our Portal (Web interface loffler.com/support), email, or fax. Calls to the Call Center can also provide Help Desk support for end users with questions.

PROBLEM RESOLUTION

Loffler Companies, Inc. is committed to responding to all service calls in less than four hours.

- The first response will be by the Field Engineer assigned to the area.
- If that person cannot isolate a solution to the problem in 30 minutes, he or she will call another Field Engineer or the Field Supervisor.



- Initially they will try to resolve the problem over the telephone. If that cannot be done, the Supervisor will go to the account.
- If together they cannot resolve the problem, they will call the manufacturer's Technical Support Line.
- If the problem still cannot be resolved they will immediately order a "loaner" device.
- When the "loaner" is delivered, the defective unit will be brought to the Shop for further analysis.
- If it cannot be repaired, it will be replaced.

ESCALATION PROCESS

Loffler Companies, Inc. has the following procedure outlined in its service manual if a Field Engineer cannot resolve an equipment problem:

1. Telephone another Field Engineer for verbal assistance.
2. Telephone a Field Supervisor for verbal assistance.
3. Call the manufacturer's Technical Support Line.
4. Meet the Supervisor at the account for assistance.
5. If the Supervisor is tied up at another account, the nearest Field Technician will meet at the account.
6. If the Field Engineer's workload is excessively high, the Supervisor will work on the problem at the account along.
7. If the problem cannot be resolved, a "loaner unit" will be sent to the account the next day and the customer's unit will be brought to Loffler Companies, Inc. main facility for repair.
8. If the unit cannot be repaired, it will be replaced.
9. The Supervisor will complete a follow-up worksheet and present it at the next Team Meeting.

Guarantee: Loffler utilizes a Service Issue Resolution Process. Darren will manage this process for an identified problem device.

If the problem cannot be resolved at the customer site, a "loaner unit" will be sent to the account the next day and the customer's unit will be brought to our main facility for repair.

If the unit cannot be repaired, it will be replaced with a unit of equal or greater value. Our Total Satisfaction Guarantee states:

If you are not totally satisfied with Loffler equipment maintained under a Loffler maintenance agreement, we will replace it with a similar model without charge for up to five years after installation.

One of the main programs we utilize here at Loffler is BEI (Business Equipment Indicator). BEI is a 3rd party software program that 249 dealers nationally participate in.

Dealers upload their entire service data on a monthly basis. This is done so dealers can see all their service metrics in a multitude of ways, from parts usage to response times.

One of the most important service metrics is FCE (First Call Effectiveness). As a service organization, we have tied bonus dollars into our technicians for this service metric. One of our goals is to do a complete service call at every stop; not just fix the original problem but go through the equipment thoroughly so we don't have to come back tomorrow or even next week. This create

QUALIFICATIONS AND EXPERIENCE

Identify similar projects undertaken by the Contractor within the last five (5) years. For each project, provide the client's name, address, and telephone number for a contact person currently available who is familiar with the firm's performance on each project listed. Provide at least (3) references from other public-sector clients, preferably from ones that your organization has provided similar services to for services as requested in this RFP.

1. City of St Louis Park
5005 Minnetonka Blvd
St Louis Park, MN 55416
Jason Huber – IT Director
763-780-2114 -- jhuber@stlouisparkmn.gov
2. Pine County
635 Northridge Dr NW
Pine City, MN 55063
Ryan Findell – IT Manager
320-591-1702 - Ryan.Findell@pinecountymn.gov
3. City of Bloomington
1800 W Old Shakopee Rd
Bloomington, MN 55431
Amy Cheney – Chief Information Officer/Interim Assistant City Manager
952-563-4877 - acheney@bloomingtonmn.gov
4. Intermediate School District 917
1300 145th St E
Rosemount, MN 55068
Barb Schmitz – Purchasing
651-423-8379 - barbara.schmitz@isd917.k12.mn.us
Cory Langenfeld – Technology Coordinator
651-423-8290 – cory.langenfeld@isd917.org

WORK PLAN AND BUDGET FOR SCOPE OF SERVICES

The Contractor's quote/proposal must demonstrate the Contractor's understanding of the scope of services as described in this RFP. The Contractor's quote/proposal must include a scope of work, clear description of each deliverable, and estimated timeline to completion. For this proposal assume work can begin on or shortly after September 25, 2025. The selected Contractor will work with County to make any necessary adjustments to the work plan as determined by the County, in consultation with the Contractor, during the contract period.

Loffler acknowledges will comply with the work plan and scope of work for this project.

PROPOSED MAINTENANCE DETAILS FOR KONICA AND HP PRINTERS

Loffler is offering to match the same pricing we have offered the past 5 years:

- All BW images @.006
- All COLOR images @.06
 1. Rate are locked for 36 months
 2. Rates includes all service, parts, help desk, onsite training, and toner (BW and COLOR). Excludes staples and paper.

CONFLICT OF INTEREST

The Contractor must identify any potential conflict of interest it may have with this proposal. See Attachment D: Non-Collusion and Conflict of Interest Statement

Loffler does not have any conflict of interest with this proposal.

EXCEPTIONS AND DEVIATIONS

Any exceptions to the requirements in this RFQ/RFP must be included in the proposal submitted by the Contractor. Segregate such exceptions as a separate element of the proposal under the heading “Exceptions and Deviations.

Loffler does not have any exceptions or deviations to this proposal.

CONTACT TERM AND GENERAL CONDITIONS

Attachment A of this RFQ/RFP sets forth the Dakota County standard Contract Terms and General Conditions. Quotes/proposals should indicate the firm's willingness to agree to such provisions

Loffler agrees.

REGISTRATION AND GOOD STANDING

All responders must be in compliance with Minnesota law governing transaction of business in the State of Minnesota. Upon award of the contract, the County will verify compliance prior to contracting

Loffler agrees.

Dakota County Customer Net Promoter Surveys

Survey Title	Customer	Tech	Survey Sent To	Answer	Type	Created Date	Completed Date
Help Desk Call Feedback (ID525)	Dakota County - License Center	Podhue Xiong	jennifer.kurtzhaltz@co.dakota.mn.us	9	Promoter	6/26/2025	6/26/2025
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Eric Harder	lisa.watters@co.dakota.mn.us	8	Passive	8/31/2016	8/31/2016
Service Call Feedback (ID109)	Dakota County - License Center	Pao Vang	mary.odden@co.dakota.mn.us	10	Promoter	10/14/2016	10/14/2016
Service Call Feedback (ID109)	Dakota County - License Center	Brian Millard	mary.odden@co.dakota.mn.us	10	Promoter	10/27/2016	10/27/2016
Service Call Feedback (ID109)	Dakota County - License Center	Marty Dyson	mary.odden@co.dakota.mn.us		N/A	4/4/2017	4/4/2017
Service Call Feedback (ID109)	Dakota County - License Center	Marty Dyson	mary.odden@co.dakota.mn.us	10	Promoter	5/23/2017	5/23/2017
Service Call Feedback (ID109)	Dakota County - License Center	Charles Garrett	mary.odden@co.dakota.mn.us	10	Promoter	6/27/2017	6/27/2017
Service Call Feedback (ID109)	Dakota County - License Center	Charles Garrett	mary.odden@co.dakota.mn.us	10	Promoter	11/29/2017	11/29/2017
Service Call Feedback (ID109)	Dakota County - License Center	Marty Dyson	kimberly.koss@co.dakota.mn.us	10	Promoter	8/24/2018	8/25/2018
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Eric Harder	tracy.cox@co.dakota.mn.us	9	Promoter	2/6/2019	2/8/2019
Service Call Feedback (ID109)	Dakota County - License Center	Marty Dyson	mary.odden@co.dakota.mn.us	10	Promoter	8/8/2019	8/8/2019
Service Call Feedback (ID109)	Dakota County - License Center	Marty Dyson	nancy.kill@co.dakota.mn.us	10	Promoter	10/23/2019	10/23/2019
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Eric Harder	tracy.cox@co.dakota.mn.us	9	Promoter	1/15/2020	1/16/2020
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Pao Vang	tracy.cox@co.dakota.mn.us	10	Promoter	5/28/2021	5/28/2021
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Marty Dyson	jordan.klug@co.dakota.mn.us	10	Promoter	6/3/2021	6/5/2021
Service Call Feedback (ID109)	Dakota County - Community Service Admin	Marty Dyson	Stephanie.Hunter@CO.DAKOTA.MN.US	10	Promoter	2/12/2022	2/14/2022
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Terry Gardner	tracy.cox@co.dakota.mn.us	9	Promoter	2/17/2022	2/17/2022
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Pao Vang	tracy.cox@co.dakota.mn.us	9	Promoter	2/15/2023	2/16/2023
Service Call Feedback (ID109)	Dakota County - Community Service Admin	Brandon Serier	Stephanie.Hunter@CO.DAKOTA.MN.US	10	Promoter	11/17/2023	11/17/2023
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Brandon Serier	tracy.cox@co.dakota.mn.us	9	Promoter	1/13/2024	1/16/2024
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Pao Vang	tracy.cox@co.dakota.mn.us	10	Promoter	5/10/2024	5/13/2024
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Aaron Zinnel	tracy.cox@co.dakota.mn.us	10	Promoter	2/12/2025	2/13/2025
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	Brandon Serier	tracy.cox@co.dakota.mn.us	10	Promoter	5/29/2025	5/30/2025
Service Call Feedback (ID109)	Dakota County - Community Service Admin	Brandon Serier	Stephanie.Hunter@CO.DAKOTA.MN.US	10	Promoter	6/12/2025	6/12/2025
Service Call Feedback (ID109)	Dakota County - Empire Transportation Facility	David Engler	tracy.cox@co.dakota.mn.us	10	Promoter	6/18/2025	6/20/2025



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4838

Agenda #: 5.2

Meeting Date: 9/9/2025

DEPARTMENT: Finance

FILE TYPE: Consent Action

TITLE

Authorization To Execute Contract With Baker Tilly Advisory Group, LP For Inflation Reduction Act Eligibility And Tax Credit Advisory Services

PURPOSE/ACTION REQUESTED

Authorize the Deputy County Manager to execute a contract with Baker Tilly Advisory Group, LP for specialized tax and advisory services related to the Inflation Reduction Act (IRA) direct pay eligibility for the investment tax credit or production tax credit for the Byllesby Dam Water-to-Wire Redevelopment Project.

SUMMARY

Dakota County is undertaking a significant capital improvement project at the Lake Byllesby Dam, a hydroelectric facility owned and operated by the County. This modernization project, with an estimated cost of \$50 million, is scheduled to be placed in service in the near future.

The Inflation Reduction Act of 2022 (IRA) provides for various clean energy tax credits, including the clean electricity Production Tax Credit (PTC) and the Investment Tax Credit (ITC). Preliminary estimates indicate that this project could potentially be eligible for up to \$7 million in tax credits through these programs. To claim these benefits, the project must meet specific requirements, including prevailing wage, apprenticeship, the 80/20 rule, and domestic content mandates. The process involves a complex pre-filing registration and the submission of various tax forms and supporting documentation to the Internal Revenue Service (IRS).

On July 18, 2025, Dakota County issued a Request for Proposals (RFP) for IRA Eligibility and Tax Credit Advisory Services, with responses due August 1, 2025. The RFP was seeking an experienced firm with demonstrated experience in tax credit advisory services and best value cost proposal. Six proposals were received and reviewed by staff in Finance and Environmental Resources. Upon thorough review of proposals and evaluation criteria as set forth in the RFP, the panel recommended awarding a contract to Baker Tilly Advisory Group, LP to analyze and determine project eligibility for the PTC or ITC, conduct an 80/20 valuation, generate the file to claim the tax credit, and provide ongoing compliance and reporting support for the County.

RECOMMENDATION

Staff recommends that the Board of Commissioners authorize the Deputy County Manager to execute a contract with Baker Tilly Advisory Group, LP for IRA eligibility and tax credit advisory services, in an amount not to exceed \$130,000, for the period of October 1, 2025, through September 30, 2030, with an option to renew for an additional five years.

EXPLANATION OF FISCAL/FTE IMPACTS

There is sufficient funding in the 2025 Countywide BIP Budget for this agreement.

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

RESOLUTION

WHEREAS, Dakota County, Minnesota (the "County") owns and operates the Lake Byllesby Dam, a hydroelectric facility that is undergoing a major modernization project with an estimated cost of \$50 million; and

WHEREAS, the federal Inflation Reduction Act of 2022 (IRA) provides for significant clean energy tax credits, including the clean electricity Production Tax Credit (PTC) and the Investment Tax Credit (ITC); and

WHEREAS, the requirements for claiming these federal tax credits are complex and require specialized knowledge of tax law, particularly as it relates to energy projects, prevailing wage, apprenticeship, the 80/20 rule, and domestic content mandates; and

WHEREAS, it is in the best financial interest of the County to engage a qualified professional services firm to navigate these complexities and ensure the County can secure all eligible tax credits and benefits from the IRA; and

WHEREAS, a Request for Proposals was issued July 18, 2025, for Inflation Reduction Act Eligibility and Tax Credit Advisory Services; and

WHEREAS, Baker Tilly Advisory Group, LP has been selected as a highly qualified firm with extensive experience in providing tax advisory services for clean energy projects and public sector clients; and

WHEREAS, staff recommends executing a contract with Baker Tilly Advisory Group, LP for the purpose of providing Inflation Reduction Act Eligibility and Tax Credit Advisory Services; and

WHEREAS, the total cost of the contract shall not exceed \$130,000 for the period of October 1, 2025 through September 30, 2025, with an option to renew for an additional five years.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Deputy County Manager to execute a contract with Baker Tilly Advisory Group, LP for Inflation Reduction Act Eligibility and Tax Credit Advisory Services, in an amount not to exceed \$130,000, for the period of October 1, 2025 through September 30, 2030, with an option to renew for an additional five years, subject to approval as to form by the County Attorney's Office.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Baker Tilly IRA Eligibility and Tax Advisory Services Proposal

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: William Wallo

Author: Leng Vang



August 1, 2025

Dakota County

Proposal for Inflation Reduction Act Eligibility and Tax
Credit Advisory Services

Contents

LETTER OF TRANSMITTAL	1
EXECUTIVE SUMMARY	2
CONTRACTOR INTRODUCTION	4
CONTRACTOR TEAM ORGANIZATION	8
QUALIFICATIONS AND EXPERIENCE	10
WORK PLAN AND SCOPE OF SERVICES	16
COST/FEE PROPOSAL	20
EXCEPTIONS AND DEVIATIONS	23
APPENDIX A: RESUMES	24
APPENDIX B: FORMS	31



The information provided here is of a general nature and is not intended to address the specific circumstances of any individual or entity. In specific circumstances, the services of a professional should be sought. © 2025 Baker Tilly Advisory Group, LP.

Baker Tilly US, LLP and Baker Tilly Advisory Group, LP and its subsidiary entities provide professional services through an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable laws, regulations and professional standards. Baker Tilly US, LLP is a licensed independent CPA firm that provides attest services to clients. Baker Tilly Advisory Group, LP and its subsidiary entities provide tax and business advisory services to their clients. Baker Tilly Advisory Group, LP and its subsidiary entities are not licensed CPA firms.

Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, are independent members of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity, and each describes itself as such. Baker Tilly Advisory Group, LP and Baker Tilly US, LLP are not Baker Tilly International's agent and do not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly Advisory Group, LP, Baker Tilly US, LLP nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

August 1, 2025

Jennifer Bisciglia-Heideman, Senior Buyer
Dakota County Finance
1590 Hwy 55
Hastings, MN 55033

Baker Tilly Advisory Group, LP
9229 Delegates Row, Suite
400
Indianapolis, IN 46240
T: (317) 465 1500
bakertilly.com

Delivered electronically

Dear Ms. Bisciglia-Heideman:

The Inflation Reduction Act (IRA) is the largest legislative energy incentive in U.S. history, providing unique opportunities for Dakota County (the County) and other public entities to obtain tax credits for qualifying clean energy or efficiency projects, which can total as much as 30% to 50% or more of the qualifying project costs.

Based on what we have learned regarding the City's Lake Byllesby Dam and electric vehicle (EV) charging improvement projects, we are confident Baker Tilly is the right fit to serve you with forward-thinking IRA and tax advisory services for this qualifying project because you will:

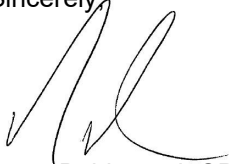
- **Work alongside an integrated team of tax, energy and utilities industry specialists** who can help the City understand the complexities of the IRA and how to effectively position your organization to receive and enhance eligible credits
- **Achieve a powerful strategy to leverage IRA opportunities** for tax incentives — and comply with all requirements
- **Learn how IRA tax credits align** with other aspects of your capital plans
- **Gain access to coast-to-coast and global resources** to supplement the expertise of your core team as your needs evolve
- **Seamless collaboration with consultants**, based on our proven collaborative process on other large projects leveraging IRA funding

With the completion of the Byllesby Dam Project and EV charging stations, you need a firm that can help you navigate the intricacies of the many incentives available in the IRA before they expire. Our proposal describes how we plan to tailor our approach to accomplish your objectives.

The County will be a valued client of Baker Tilly, and I will be personally involved in all aspects of our relationship to achieve your utmost satisfaction.

Thank you for the opportunity to make tangible contributions to your success and be a valuable advisor on your journey to a brighter, cleaner future. Our team is excited to earn your trust and we look forward to discussing your questions and feedback. Baker Tilly has received all addenda related to this RFP. This proposal shall remain valid for not less than 120 days from the date of submittal.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Baldessari".

Doug Baldessari, CPA, Principal

T: +1 (317) 465 1508 | F: +1 (317) 465 1550 | doug.baldessari@bakertilly.com

Executive summary

Our solutions always begin by listening to what you need.

Understanding your needs to achieve your objectives

We understand the County seeks to take advantage of the IRA's energy provisions, reviewing 10 years of project-related expenditures and eligibility for the Lake Byllesby Dam Project (the Dam). Furthermore, you need a firm to provide cost benefit analyses of Production Tax Credit (PTC) versus Investment Tax Credits (ITCs) for the Dam as well as potential credits for EV charging projects. As dedicated energy and utilities industry specialists who focus on providing IRA tax credit guidance, Baker Tilly is uniquely qualified to work with the County on these important projects and coordinate with your existing accounting firm to support filing the 990-T.

We understand your objectives are to determine and claim the optimal tax credits and incentives available through the IRA. Rest assured we'll apply insights from our experience over the past decade with similar tax credit incentives, along with significant government advisory experience related to IRA compliance and filing the 990-T for other eligible direct pay organizations. **Beyond that, the County can expect to receive the following from Baker Tilly:**

Specialized resources and collaboration with your staff	Compliance program and tax credit monetization advisory experience	Tax strategies hinged on our industry focus	Proven results
<p>The County will benefit from the qualifications, technology tools and resources of our top 10 advisory CPA firm, delivered by a dedicated IRA services team.</p> <p>Plus, we've collaborated with state, county and city governments on other tax credit projects, creating efficiencies beneficial to the County.</p>	<p>In addition to offering the County an in-depth understanding of the IRA tax credit regime and bonus incentives, your Baker Tilly team has compliance management programs of a similar scope and complexity.</p>	<p>Your multidisciplinary team combines energy and tax credit finance expertise with targeted experience serving government clients to help you develop a strategy for taking advantage of the opportunities presented by the IRA. We understand industry-specific tax risks and implications for claiming and monetizing incentives.</p>	<p>The County will work alongside our dedicated principals and managers, have access to a team of tax specialists and rely on our commitment to high-quality service for a fair and competitive fee.</p>

Proactively sharing ideas that benefit the County, starting now

Using our deep industry and technical experience — and what is important to you — our team members will provide “right-sized” ideas and solutions. This begins in the proposal process.

The IRA includes more than 70 investment, production and excise credits designed to facilitate the transition to cleaner energy production, promote advanced manufacturing, encourage the adoption of clean vehicles and reduce greenhouse gas emissions through the use of alternative fuels and energy-efficient technologies. Additionally, significant enhancements have been made to the U.S. Department of Agriculture (USDA) and Department of Energy (DOE) loan programs.

After the passage of the One Big Beautiful Bill Act (OBBBA), the timeline to claim tax incentives has shortened significantly. As industry leaders in navigating the ever-changing IRA regulations since its inception in 2022, we are positioned to help our clients capture as many credits as possible while they are still available. Choosing Baker Tilly means you will get a clear direction to follow so you can find the most the IRA has to offer before it is gone.

We highlighted initial solutions below that may be relevant to help the County leverage opportunities from the IRA. Our first phase of the engagement will include a kickoff meeting to have meaningful conversations and design a unique blueprint for your success.

INSIGHTS AND SOLUTIONS FOR THE CITY	
IRA strategy	We will provide finance and technical expertise to help you understand the full set of energy credits and incentives that may be available under the IRA, as well as the compliance steps and documentation required to secure them.
Project finance and tax credit advisory services	<p>Project finance and tax credit advisory services require technical expertise that can only be acquired through targeted education, industry experience and relevant credentials. Our services will help you to:</p> <ul style="list-style-type: none"> • Determine energy project eligibility for IRA energy tax credits • Preserve and maximize IRA energy tax credit opportunities • Enhance tax credits through cost segregation, energy community bonus credit evaluation, domestic content bonus credit evaluation, and prevailing wage and apprenticeship (PW&A) compliance • Report, register and file for IRA credits via the direct pay provision for non-taxpayers
IRA tax credit compliance support	You'll receive education on how to comply with the key requirements of IRA tax credits, including PW&A requirements, domestic content bonus credit requirements, and ongoing operational and accounting requirements to avoid tax credit recapture.
Tax credit filing and monetization	We can support you on work paper generation and the tax filings required to substantiate and receive IRA tax credits. This includes advising the County on taking advantage of Internal Revenue Code 6417 provisions for direct pay of certain energy tax credits.

OUR COMMITMENT TO YOU: IDEA AND EDUCATION SHARING

Your Baker Tilly team will move you toward success by offering innovative, objective guidance.

Contractor Introduction

Provide a brief company history and organizational structure of the firm including an outline of previous and current engagements demonstrating qualifications to provide the scope of services requested by the RFQ/RFP.

Guiding you with our resources, reputation and reach

Baker Tilly at a glance

We have been providing tax and assurance services for over 100 years, with our roots deeply set in the Midwest. At Baker Tilly, we bring a legacy and commitment to helping our clients embrace what's next.

With more than 11,000 professionals from coast to coast, our resources fuel our ability to offer clients deep industry insights, bold thinking and holistic solutions. Our ranking as the sixth-largest advisory CPA firm* means we're actively shaping the industry landscape across markets.

Our size isn't just a number

It's a testament to our resilience and ability to lead you into the future, no matter the climate. With nearly a century of experience, we've honed our skills and adapted to evolving markets.



6th-
largest U.S.
accounting firm*



11,000+
team members,
1,000+ principals



100+
years in
business



~3,400
Certified Public
Accountants



\$3B+
firm revenue
in FY2025



100+
worldwide office
locations



300+
workplace and
culture awards

GIVING YOU THE TOOLS YOU NEED TO NAVIGATE THE FUTURE

- Baker Tilly will successfully guide the County through changing landscapes with skills, stability and strength as one of the oldest and largest advisory, tax and assurance firms in the United States.
-

What does our size mean for you? It's about having a powerhouse team of passionate professionals unafraid to roll up their sleeves and provide hands-on support for the County. It's about team members brimming with thoughtful ideas, backed by the scale of a firm genuinely dedicated to your success.

When you choose Baker Tilly, you're not just choosing a leading advisory, tax and assurance firm. You're choosing a skilled navigator for the road ahead.

**Expected national ranking after the 2025 Inside Public Accounting (IPA) Top 100 firms is published*

Bringing greater value, relationships and resources to our clients: Baker Tilly and Moss Adams have joined forces

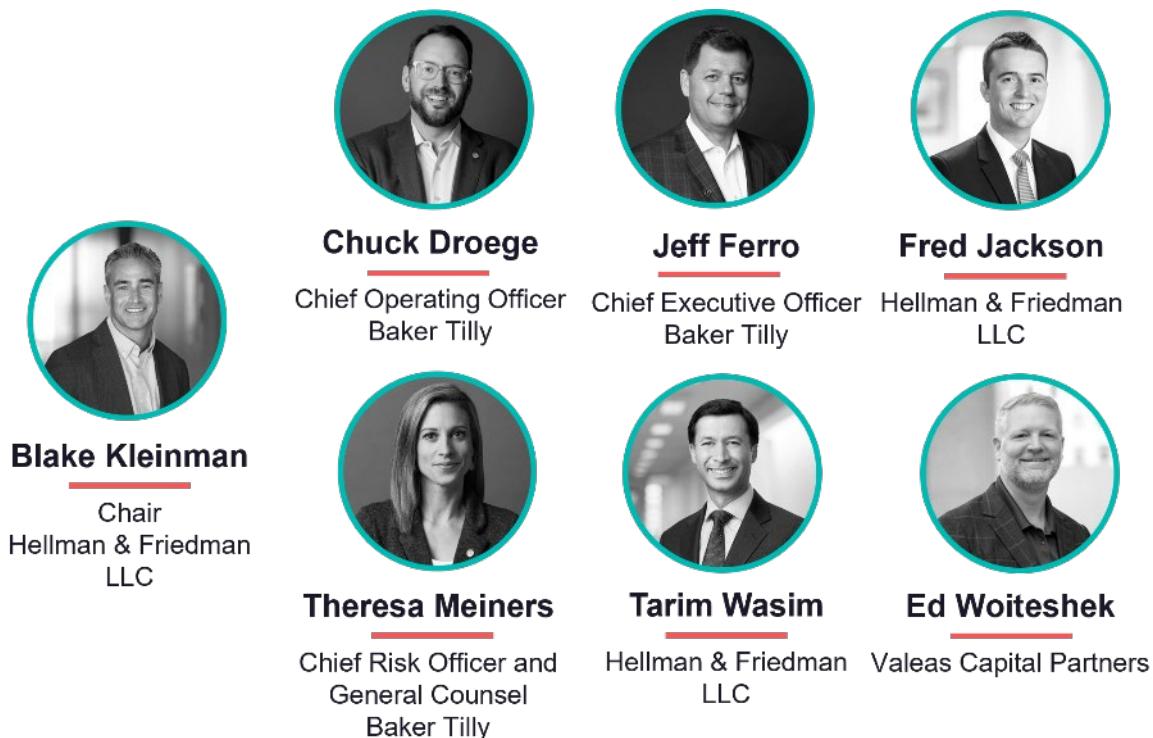
On June 3, 2025, Baker Tilly and Moss Adams combined to redefine advisory and accounting services for our clients. The merger brings deeper industry specialization, broader geographic reach and expanded capabilities to the County.

Our unified firm operates under the Baker Tilly name, forming a leading firm positioned to help the middle market navigate an increasingly complex environment. Our combination multiplies the value we can deliver through a shared people-first culture, client-centric service model and steadfast commitment to quality.



Our firm's organizational structure

Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, are independent members of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity, and each describes itself as such. Services proposed here are done so as Baker Tilly Advisory Group, LP. Our firm is a limited partnership, and our board is structured as shown below:



BAKER TILLY'S BOARD

Baker Tilly's top leaders empower our success and support our growth-driven culture.

Energy and utility industry specialization

Baker Tilly has served energy and utilities for more than 90 years

Since 2008, Baker Tilly's renewable energy professionals have provided industry-specialized services to more than 200 clients and supported more than \$3.45 billion in projects that are either under construction or in operation. We understand there are many challenges involved in the development and execution of energy and infrastructure projects. **See Qualifications and Experience for some of our current engagements.**

The County deserves the best possible consultants to assist with its IRA eligible projects. At its heart, this is a tax engagement requiring exceptional knowledge of tax law, cost segregation and calculating tax credits. As a large tax and assurance firm, Baker Tilly is well positioned to provide the requested services, and we have done so for 100+ projects seeking funding through the IRA. Rest assured our technical expertise leverages real-world experience in project development and interpretation of policies that drive each project to support you wherever you are in the project life cycle.



RENEWABLE ENERGY EXPERIENCE

Baker Tilly has provided energy clients with a range of accounting and advisory services needed to operate effectively in a complex regulatory environment.

Building the best team

Unlike many of our contemporaries, Baker Tilly is organized by industry, not service line. What does this mean for the County? It means you will be served by a carefully selected team that blends our public sector and utility-focused professionals with experienced specialists in the activities of the County. You will be working with knowledgeable professionals who understand the specific challenges you face – and who will provide innovative solutions to help you overcome them.

Baker Tilly's energy and utilities team is actively engaged in state and national utility associations as authors, speakers, trainers and promoters of the utility industry. Our industry involvement keeps us at the forefront of changes and enables us to better assist you with implementing regulations or adopting new standards.

Our participation in the following organizations means we have the expertise to help the County meet the challenges you face in serving your educational community.

- Institute of Internal Auditors (IIA)
- ISACA (previously Information Systems Audit and Control Association)
- AICPA Technical Committees
- American Water Works Association (AWWA)
- American Public Power Association (APPA)
- American Wind Energy Association (AWEA)
- Association of Government Accountants
- GASB Technical Committees
- GASB Asset Retirement Obligation Task Force
- Government Finance Officers Association (GFOA)
- National Association of Manufacturers (NAM) — Joint Energy Committee
- Nuclear Non-operating Owner's Group (NNOG)
- Sustainability Accounting Standards Board – Electric industry working group member
- Many states' water, wastewater, electric and gas industry associations

Contractor Team Organization

In this section, state in writing or provide an organization chart showing the team members and key personnel. Identify the team members' areas of responsibility. Describe team member availability to meet with County staff, i.e. in person, remote.

Your engagement team consists of dedicated professionals who are public sector and utility industry specialists, as well as experienced advisors, who understand your needs, are proactive in identifying issues and creative and flexible in providing solutions.

As a national firm, Baker Tilly takes our most qualified team members from across the country to ensure we provide our clients with the best possible services. While we are willing and can hold in-person meetings, engagements for services like those requested from the County can be performed remotely. Additional consultants will be added to the project based on need and availability. For full resumes on the Baker Tilly professionals assigned to your engagement, please refer to **Appendix A**.

INTENTIONALLY SELECTED ENGAGEMENT TEAM FOR THE COUNTY

	<p>Doug Baldessari, CPA – Principal</p> <p><i>Engagement leader</i></p> <p>Doug will make sure our services meet or exceed your expectations and the deliverables presented to the County meet quality assurance standards for the project. Doug serves as the public sector leader for IRA services. His practice also includes financial studies and tax-exempt and taxable municipal debt issuances for projects for municipally owned public power, utilities and renewables.</p>
	<p>Michael Perkins, MBA – Senior Manager</p> <p><i>Engagement manager</i></p> <p>Michael has more than 12 years of experience working directly in consulting for the public sector and not-for-profit organizations, including k-12 school districts, state and county health departments, city executive offices, government contractors, and social impact focused not-for-profits. He specializes in IRA services along with strategy development, change management and performance measurement.</p>
	<p>Joel Laubenstein – Principal</p> <p><i>IRA advisory specialist</i></p> <p>Since 2008, Joel has specialized in client relationship management, matching Baker Tilly's strengths with the needs of our clients. These needs served range from assurance, compliance, energy, infrastructure and broadband initiatives, outsourced grant writing, and outsourced project development, capital procurement, management and execution. Joel leads firm initiatives and activities related to the Infrastructure Investment and Jobs Act (IIJA) and the Inflation Reduction Act (IRA).</p>

CONTRACTOR TEAM ORGANIZATION

INTENTIONALLY SELECTED ENGAGEMENT TEAM FOR THE COUNTY



Robert Moczulewski, CPA – Director

IRA and tax specialist

For 23 years, Bob has specialized in providing tax planning services and is a member of the firm's construction and real estate services and specialty tax services. Bob began the cost segregation practice when he first joined Baker Tilly in 2000 and now provides more than 300 annual engagements.



Laura Cataldo – Director

Prevailing Wage & Apprenticeship specialist

Laura works with real estate and construction firms of all sizes to evaluate business practices and assist with management challenges. Having worked in the construction and real estate industry for more than 25 years, Laura offers a depth of experience working with management teams to improve profitability and succeed in the changing marketplace. She has a deep understanding of construction industry labor and workforce matters and is recognized nationally for her work and thought leadership on these issues. She excels at working with dynamic and demanding environments that require relationship building, versatility and challenge.



Rob Bellile, CPA, CMA – Senior Manager

Domestic content specialist

With more than 10 years of experience serving the industrial sector, Rob excels in identifying key drivers of profitability within an operation and developing solutions to manage those key indicators on an ongoing basis. As a finance professional with experience serving the manufacturing industry, Rob develops solutions that result in real savings and process improvements for his clients.

THE COUNTY WILL RECEIVE TANGIBLE RESULTS WITH BAKER TILLY

All engagement team members are committed to the County's success. Their industry experience and service expertise translate into tangible results for you.

Qualifications and Experience

Identify similar service engagements undertaken by the Contractor within the last five (5) years.

Highlighting our representative experience as evidence of success

Baker Tilly works with governments throughout the country on various studies, including multiple energy infrastructure feasibility studies, and we have significant experience with energy feasibility studies related to tax credits. Currently, we are working with over 200 IRA tax credit engagements for clean energy projects including hydroelectric, solar, wind, geothermal, biogas, clean hydrogen, combined heat and power, electric vehicles, charging stations, and energy and thermal storage. Below is a partial listing of related projects with our governmental clients for whom we provide IRA tax credit consulting services from the last 5 years.

Client	Services provided
Winona Public Schools, MN	IRA tax credit consulting services for geothermal heating and cooling for school buildings
Olmsted County, MN	IRA tax credit consulting service for geothermal heating and cooling for municipal buildings
Metropolitan Council Minneapolis Sewer, MN	IRA tax credit consulting feasibility study for various projects including combined heat and power, biogas, and other planned projects
City of Rochester, MN	IRA tax credit and municipal advisory services for geothermal installation to provide heating and cooling for municipal buildings
City of St. Cloud Municipal Sewage Works, MN	IRA tax credit consulting services for clean hydrogen, energy storage and solar array for wastewater treatment plant
Capitol Region Water, PA	IRA tax credit consulting services for biogas project for wastewater treatment plant
City of Branson, MO	IRA tax credit consulting services for solar array project on municipal building
City of Columbus Sewage Works, IN	IRA tax credit and municipal advisory services for solar array for wastewater treatment plant
City of Dayton, OH Reclamation Facility	IRA tax credit consulting services for biogas project for wastewater treatment plant
City of Dodge City Sewer Utility, KS	IRA tax credit consulting services for biogas project for wastewater treatment plant
City of Evansville Sewer Utility, IN	IRA tax credit consulting and long-term debt municipal advisory services for biogas project for wastewater treatment plant
City of Fort Wayne Utilities, IN	IRA tax credit consulting services for various projects
City of Grand Island Utilities, NE	IRA tax credit consulting services for 10 MW solar installation for power utility generation
Delhi Charter Township, MI	IRA tax credit consulting services for combined heat and power and biogas projects for wastewater treatment plant
Derry Township Municipal Authority, PA	IRA tax credit consulting services for combined heat and power project for wastewater treatment plant

QUALIFICATIONS AND EXPERIENCE

Client	Services provided
Encina Wastewater Authority, CA	IRA tax credit consulting services for biogas project for wastewater treatment plant
Lehigh County Authority, PA	IRA tax credit consulting services for biogas project for wastewater treatment plant
Metro Water Recovery, CO	IRA tax credit consulting services for biogas project for wastewater treatment plant
Morgan County, IN	IRA tax credit consulting services for rooftop solar installation on municipal building
Menasha Joint School District, WI	IRA tax credit consulting services for geothermal heating and cooling and solar array projects for school building
Menominee Indian High School, WI	IRA tax credit consulting services for geothermal heating and cooling and solar array projects for school building
Tippecanoe County, IN	IRA tax credit consulting services for solar array project on municipal building

Describe your experience with, and any innovations you have developed, in the following areas:

- Inflation Reduction Act tax credits and reviewing project eligibility*
- Performing tax credit cost benefit analysis*
- 990T tax filing experience*

Applying renewable energy industry experience to develop creative tax strategies that maximize value

Renewable energy marketplace experience

Our roots in the renewable energy marketplace run deep. In fact, it was more than 30 years ago that our firm began its commitment to helping biofuel producers implement solutions to increasing energy needs. Today, Baker Tilly delivers audit, tax and advisory services to energy producers across the United States.

Industry involvement for knowledge we share with the County

In addition to our industry involvement as described in the Contractor Information portion of this proposal, Baker Tilly is a respected thought leader in IRA compliance, and we have been a source of knowledge for news outlets, trade publications and conferences since the Act's inception. In the past month, our team members have shared insights about the many changes to the IRA in published or forthcoming articles from Politico, [Latitude Media](#), PV Tech, [The Daily Reporter](#), Canary Media, Tribal Business News and Bloomberg Tax. In June, leaders from Baker Tilly's IRA group attended and presented at a number of conferences including the Edison Electric Institute's (EEI) Annual Conference, the American Public Power Association Annual Conference, the American Gas Association/EEI Accounting Leadership Conference, and the Solar Energy Industries Association Finance, Tax and Buyers Seminar; and we maintain this high level of engagement throughout the year. As we navigate the ever-changing landscape of IRA guidance, requirements and compliance, our clients know they are being led by the best the industry has to offer.

We offer a complimentary catalog of publications, podcasts and webinars that we have prepared and delivered for our clients. This knowledge will benefit the County as Baker Tilly can provide you with up-to-date intelligence on trends, IRS guidance, pending deadlines and other relevant changes to the IRA, including the OBBBA. We encourage you to view our [IRA resource center](#), demonstrating our ability to research and provide actionable guidance for the County.

QUALIFICATIONS AND EXPERIENCE

Energy and infrastructure advisory services throughout the project life cycle

There are challenges embedded throughout the development and execution of energy and infrastructure projects. Our clients come to us for technical expertise, real-world experience in project development and careful interpretation of policies that drive each project. With a bench of industry and infrastructure specialists, we can help the County navigate the unprecedented tax incentives included in the IRA.

Should your needs evolve, we are prepared to offer advisory services that complement our longstanding strengths in the areas of advisory, assurance and tax.

ENERGY AND INFRASTRUCTURE ADVISORY SERVICES		
Accounting and audit	Mergers and acquisitions	Site selection
Cost aggregation	New markets tax credits	Strategic tax
Due diligence	Project development support	Tax credit monetization
Facility expansion strategy and execution	Municipal advisory related to project finance and bonds	Transaction support
Financial modeling	Public incentive procurement	Valuation

Tax Credit Analysis

As a top six accounting firm, Baker Tilly has rich experience in assisting our clients with identifying, maximizing, and acquiring federal clean energy tax credits. Because of the direct pay tax credit now available, non-taxable entities such as local governments access over 70 tax credits that can offset up to 50% or more of a given project's capital cost across a variety of energy technologies.

Baker Tilly understands that the County seeks to explore potential incentives for their completed hydroelectric project and EV charging stations, including potential direct pay tax credits and other available incentives to maximize the IRA tax credit value. Given the high potential value of IRA tax credits for a project, having a foundational understanding of how to maximize these credits for projects will be critical.

Through our wide-ranging experience advising governments on how to optimally capture the ITC and/or PTC for their low-carbon energy projects, Baker Tilly has conducted hundreds of tax credit analyses, including for hydroelectric energy production and electric vehicle charging. Baker Tilly's tax and industry specialists regularly support organizations in effectively positioning projects to calculate, claim and maximize eligible tax credits.

Cost segregation expertise

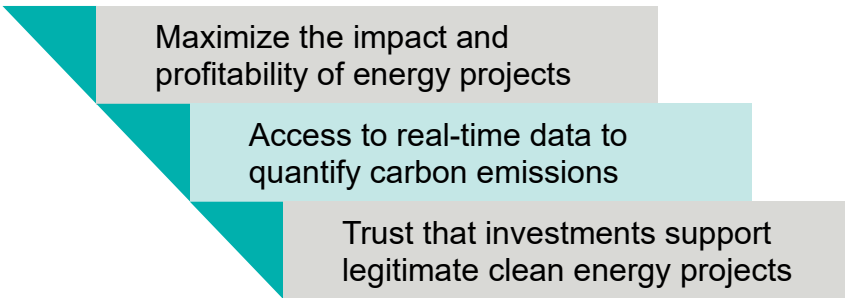
Baker Tilly's specialists conduct cost segregation studies to help our clients increase their cash flow and the amount they deduct on state and federal returns, and in the case of the County, can receive via direct payment. They play a critical role in determining a project's eligible basis for the purposes of claiming direct pay investment tax credits. Personal property is often buried in the lump-sum costs of a building purchase or construction project and ends up classified as real property. A cost segregation study can unearth those assets and recover tax value. As part of the study, we look for other opportunities to capitalize on the tax benefits associated with construction, expansion and renovation. Our cost segregation team includes engineers, architects, appraisers, CPAs and, when needed, IRS controversy specialists, who assist with IRS examinations and refinement of positions.

Teaming up with Ever.green and expanding our presence in the tax credit finance industry

The IRA has created incentives to accelerate funding for clean energy projects. For years, Baker Tilly has helped clients quantify, validate and market transferable tax credits and will now leverage Baker Tilly’s experience to identify strategic buyers of energy tax credits. Our project finance transaction team leaders have established success in monetizing \$10+ billion worth of tax incentives. In addition, Baker Tilly and Ever.green, a marketplace for clean energy project funding and tax credits, are collaborating to make it easier to transfer clean energy tax credits.

Ever.green’s digital marketplace offers one avenue for matching tax credit buyers with sellers and facilitates transactions through a guided due diligence process. Baker Tilly’s energy advisory services, tax expertise and due diligence experience help Ever.green ensure that all transactions are vetted, secure and comply with regulatory requirements, thereby creating trust and credibility in the marketplace.

Benefits include:



This collaboration underscores Baker Tilly’s commitment to supporting its clients with services related to [energy transition](#), the [IRA](#) and [environmental, social and governance \(ESG\)](#). For more information, visit www.ever.green.

Leveraging opportunities from the IRA for your projects

How we can help you navigate the process

With the passage of the OBBA, most of the IRA tax credits and financial incentives have a significantly shortened timeframe in which they can be claimed. This new law has disrupted many of our clients' project planning and tax credit filing timelines, and we are here to make sure they maximize the opportunity for as long as it is available. EV-related credits are among the most impacted by the Act. Our energy, tax and industry specialists can help you understand the complexities and provide unbiased insight for government entities like the County to capture as many tax credits as possible. Specifically, your Baker Tilly team members:

Help clients understand the credits and potential steps to secure them

Develop strategies to leverage IRA opportunities

Manage development projects to maximize available credits

Achieve compliance with requirements

Advise on how IRA credits align with other funding aspects

Guiding you through the government tax landscape

Government entities like the County know the complexities of changing federal, state, local and international regulations. Baker Tilly is right there, actively serving in that unique sphere, preparing or reviewing more than 4,000 **tax-exempt tax returns every year**.

WHAT WE CAN DO FOR THE COUNTY	HOW WE'LL ACHIEVE IT
Connect you with tax specialists	In the local government world, effective tax strategies require a rock-solid foundation. They cannot be built on face value or unfounded assumptions. Our roster of industry-specialized tax professionals is poised to leverage government experience and respond to the nuances and needs of your organization with effective solutions.
Go beyond to save you time and effort	It's not enough for us to "check the boxes." Count on our government tax professionals to bring you added value, including helping you identify exposure areas.
Bring extensive experience	Whichever tax forms the County needs, our teams have the experience you need, including completing forms like these: <ul style="list-style-type: none"> • Form 990-T, Exempt Organization Business Income Tax Return • Form 990, Return of Organization Exempt from Income Tax • Form 990-EZ, Short Form Return of Organization Exempt from Income Tax • Foreign Tax Reporting for U.S. Organizations, including Forms 5471, 5713, 8858 and 8892
Integrate tax and audit activities	Teamwork saves you time and money, minimizing follow-up, eliminating redundancies and ensuring we meet your deadlines. Our tax and audit professionals will work together and with your existing accounting firm to orchestrate one integrated approach.

QUALIFICATIONS AND EXPERIENCE

Provide at least three (3) references from other public-sector clients, preferably from ones that your firm has provided similar services to for services as requested in this RFP. Provide the client's name, address, and telephone number for a contact person currently available who is familiar with the organization's performance on service engagement listed.

Demonstrating that we've been down this path before

The experiences of our clients speak more about Baker Tilly's capabilities than any proposal ever could. That's why we encourage you to talk with our clients. Here are a few individuals who welcome the opportunity to share their Baker Tilly experience.

Each will give you an authentic perspective as you consider your own needs.

CITY OF ROCHESTER, MINNESOTA			
Name	Scot Ramsey	Title	Facilities Consultant Administration
Phone	+1 (507) 328-2026	Email	sramsey@rochestermn.gov
Services	IRA tax credit consulting services for geothermal HVAC projects for City buildings.		

METRO WATER RECOVERY, COLORADO			
Name	Molly Kostecky	Title	Chief Financial Officer
Phone	+1 (303) 286 3334	Email	mkostecky@metrowaterrecovery.com
Services	IRA tax credit consulting services for biogas project at wastewater treatment plant.		

EVANSVILLE SEWER, INDIANA			
Name	Shawn Wright	Title	Director of Planning
Phone	+1 (812) 421 2120	Email	swright@ewsu.com
Services	IRA tax credit consulting services for combined heat and power project at wastewater treatment plant.		

EXPERIENCE MATTERS. ESPECIALLY THE EXPERIENCE OUR CLIENTS RECEIVE
Connect with our clients to learn more. Additional references are available by request.

Work Plan and Scope of Services

The Contractor's quote/proposal must demonstrate the Contractor's understanding of the scope of services as described herein. The Contractor's quote/proposal must include a scope of work, clear description of each deliverable, work product(s) and estimated timeline to completion. For this proposal assume work can begin on or shortly after September 1, 2025. The selected Contractor will work with County to make any necessary adjustments to the work plan as determined by the County, in consultation with the Contractor, during the contract period.

Understanding your needs to achieve your objectives

The goal of our approach is to help the County understand the complexities of eligibility, compliance and timing requirements, as well as a detailed review of your projects to receive the maximum credits available. We believe in communicating frequently and working hard to gain your trust along the way.

Because the projects are complete, this scope of work includes three of our typical four phase approach to assist the County with how to Determine, Enhance, and Claim the IRA tax credits. Additional bonus criteria certifications, related to Prevailing Wage & Apprenticeship, and possibly Energy Community or Domestic Content compliance services, may also be necessary.

Our detailed approach/work plan can be summarized as follows:

Phase 1. Determining project eligibility for an IRA22 tax credit

- Provide assistance with interpretation and application of the IRA22 guidance to the project's set of facts and circumstances to the project
- Understand the property type versus IRS rules
- Coordinate data request from the County
- Analyze the proposed sources and uses of funds, existing project budgets and financial model prepared by management, and other relevant documents to gain an understanding of the project on a preliminary basis
- Analyze the planned legal structure for ownership of the project
- Analyze project documents that establish the eligible project costs which are considered eligible for the ITC/PTC; this will include review of the project's process design, associated capitalized costs, use of any grant proceeds, timeline regarding construction and placed in service activities, and actions taken to date that may support compliance with the IRS begun construction and placed in service requirements
- Estimate the size range of the tax credit for the project
- Confirm if the project is subject to Prevailing Wage & Apprenticeship (PW&A) to obtain credit adder
- Confirm if the Energy Community adder could apply to the project site
- Confirm if the Domestic Content adder could apply to the project
- Prepare a written summary which outlines our initial views regarding the project's eligibility for the ITC/PTC, estimated ITC/PTC amounts, suggested steps to meet any begun construction and/or placed in service requirements under the IRA22 timeline requirements; this will include a review of the County's ability to retain and utilize the ITC/PTC tax benefits

Additionally, Baker Tilly will assess, as needed, for a given project the determination of the Prevailing Wage & Apprenticeship (5X multiplier), the Domestic Content (2-10%), and the Energy Community (2-10%) bonus designations that can apply to the project.

WORK PLAN AND SCOPE OF SERVICES

Additional effort may be required subject to future guidance requirements to perform this work. Baker Tilly will notify the County before proceeding with additional required work.

Because the projects are already complete, **Phase 2 – Preserving the tax credit** will not be included in this scope of work. Phase 2 generally involves building a strategy and process for vendors and contractors to comply with PW&A and Domestic Content requirements, if possible.

Phase 3. Establishing the eligible energy basis – Post construction

- Establish total cost basis of project and perform a cost segregation study to determine the eligible cost basis of the energy property
- Review the County's own expenditures, in addition to the project vendors, for qualifying expenditures that could qualify as energy property
- Upon construction completion, perform a site visit (as needed) to complete the cost segregation study, delineate key process areas with upstream production facility that can be part of energy property, and document project on an as-built basis
- From cost segregation study, categorize the depreciation lives of assets included in the study according to MACRS rules; this includes both capitalized items as well as items that may be expensed for tax purposes
- Document with vendors how project type was placed in service
- Determine final tax credit eligible basis, subject to management review and agreement, for purposes of claiming the tax credit
- Issue a schedule of values showing the buildup of energy property basis along with other asset classifications from the fixed asset schedule for the final project costs

Phase 4. Claiming the tax credit – Project paperwork file generation

- Document compliance with “begun construction” tests as required by the Internal Revenue Service (IRS) (if applicable)
- Document compliance with “placed in service” tests as required by IRS
- Document project type eligibility based upon IRS code and other IRS and Environmental Protection Agency (EPA) memoranda
- Document timing tax credit can be claimed or transferred
- Provide any additional information which would help support the project's claiming a tax credit in the event of an IRS audit
- Provide the necessary workpapers to the County to support its claim the direct pay tax credit and assist with the direct pay portal and preparation of the prescribed tax form

Phase 4 (A). 80/20 Valuation Required for Replacement of Energy Assets

The County has replaced certain assets as part of the Lake Byllesby Dam Project and an 80/20 valuation may be necessary to confirm eligibility. Below is the scope of work for those services to the extent they are necessary and the County is not using another 80/20 asset valuation provider.

- a. Request Client's fixed asset listing (FAL) which is usable and reliable.
- b. Assist in verifying (or assisting with identification of) the assets which qualify as units of energy production under
- c. Value the assets using a combination of the income approach and the cost approach
- d. Market approach will be considered but we do not anticipate material reliance upon marked approach given the nature and condition of the existing assets.
- e. Work with the Client to identify any credits/environmental attributes being received as well as potential cost savings the new equipment to a forecast for the income approach.
- f. Prepare a valuation report to the Client.

Project timing

Our services required for the Determining, Enhancing and Claiming the ITCs or PTCs will commence upon execution of the formal scope of work and subject to availability of requested information from the County. The Phase 1 services to Determine Project Eligibility for the IRA2022 Tax Credit and provide an estimate of the ITC tax credit amount will normally be completed within 30 to 45 days after receiving the executed scope of work. If these services are needed more quickly, we will strive to meet the necessary timeline. The Phase 3 and 4 services will begin around the completion of the projects prior to the filing due date which will likely be around the end of 2025 assuming the dam project is completed prior to the end of 2025 for the filing that will be due by May 15, 2026 (or extended period as applicable) or annually for the PTCs.

Spotlighting additional areas of expertise based on your needs

Based on what we've learned from the County, our Baker Tilly team can also support you with the services and expertise areas outlined below for your projects. Since the dam project started before the adoption of the IRA and can be cost prohibitive for EV charging stations, these services are likely not needed. These can be provided if necessary subject to an additional scope of work agreement.

Prevailing wage and apprenticeship (PW&A) advisory and compliance

Our team helps clients efficiently comply with PW&A by providing the necessary tools, processes and resources to establish, monitor and document compliance. The complex PW&A requirements require separate work streams for construction period compliance, as well as compliance for ongoing operations, which are both central to maximizing the IRC section 45Z clean fuel production tax credit and IRC section 48 energy tax credit.

Compliance with PW&A adds significant value to the already lucrative tax credit through Section 48 of the IRA. When compliant with PW&A, the tax credit will increase by five times the percentage.

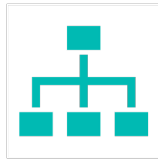
Of note, Baker Tilly has developed a solution for maintaining compliance to IRA PW&A requirements. Our Compliance Portal ingests data from LCP Pro, a trusted cloud-based prevailing wage and workforce compliance management solution. We leverage this data to evaluate compliance as the project is executed. The points on the following page outline specific objectives we will achieve and activities we can perform to help us evaluate PW&A compliance for the County.

Key objectives for PW&A compliance

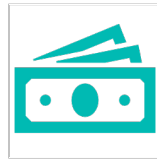
1. Ensure each contractor is meeting prevailing wage requirements
2. Monitor apprenticeship requirements and track progress towards goals
3. Calculate and forecast penalties in real time to minimize violations
4. Provide workpapers to substantiate credit and support filing
5. File final PW&A bonus credit

WORK PLAN AND SCOPE OF SERVICES

Substantiation of compliance



Project Owner:
Monitor overall compliance



Contractor:
*Compare budget to actual
apprentice hours*

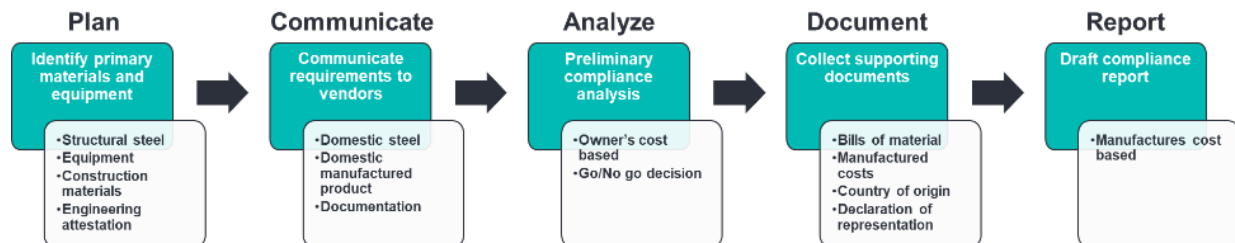


Tax Preparers:
*Prepare documents to
substantiate the tax credit*

Domestic Content (DC) advisory and compliance

Based upon initial discussions, the County is interested in having Baker Tilly advise and evaluate the Domestic Content bonus eligibility. We are prepared to preserve, enhance and claim the Domestic Content bonus as defined within IRA22. These services may or may be applicable based on whether or not the project is anticipated to meet the requirements, and if the cost benefit analysis shows it is viable. These can be provided if necessary subject to an additional scope of work agreement.

The following outlines Baker Tilly's proposed approach to engagements requiring compliance:



Minnesota Department of Commerce Registration

Several Baker Tilly entities are registered with the Minnesota Department of Commerce, however Baker Tilly Advisory Group, LP is not. If our current registration is inadequate for this engagement, we will remedy it during the contracting process, should we be selected. We are confident in our ability to meet all of Dakota County's compliance and procurement needs in a timely fashion.

Baker Tilly Advisory Group, LP is licensed to work in Minnesota through the Minnesota Secretary of State's Office and is currently in good standing.

Conflict of Interest Statement

Baker Tilly has not identified any conflicts of interest for this engagement. **See Appendix B.**

Cost/Fee Proposal

Contractor must provide proposed fixed-fee proposal and hourly work costs to perform the tasks as identified in the Scope of Services section of the RFP. Contractor must provide written cost estimates prior to proceeding with any specific assignments or projects. Billing for completed services shall be based upon a monthly invoice submitted by the Contractor.

Delivering a professional fee estimate for the County

We are excited about the opportunity to build a strong working relationship with the County and have prepared the fee estimate to meet your needs and objectives. Our fees allow for thorough and insightful advice from experienced professionals without unnecessary add-on or startup charges.

The following is a summary of our professional fees for services anticipated to be required for the Lake Byllesby Dam and EV charging station projects under our scope of work and approach section. Pricing for IRA tax credit services will be billed on a fixed total dollar amount for the project. Billing for the collective project appendices, as signed together, will be issued in one combined bill in monthly installments from the project start date through the expected placed in service (PIS) date. The fee schedule for this project if all appendices are signed is as follows:

Lake Byllesby Dam Project Fees

IRA 2022 SERVICES – LAKE BYLLESBY DAM PROJECT – INVESTMENT TAX CREDIT	
Service/Phase	Fixed fees
A1. Determining project eligibility for an IRA22 tax credit	\$30,000
A2. Preserving the tax credit – Communication to vendors	Not Applicable
A3. Establishing the eligible energy basis – Post construction	\$25,000
A4. Claiming the tax credit – Project workpaper file generation	\$20,000
TOTAL – 4-PHASE BASE SERVICES	\$75,000
<i>Optional Compliance Services</i>	
B. Prevailing Wage & Apprenticeship Compliance	Not Applicable*
C. Domestic Content Compliance	To Be Determined**
D. 80/20 Valuation	To Be Determined***
Total – Other compliance services	To Be Determined
Total for 4-Phase base and optional compliance services	\$75,000

COST/FEE PROPOSAL

IRA 2022 SERVICES – LAKE BYLLESBY DAM PROJECT – PRODUCTION TAX CREDIT	
Service/Phase	Fixed fees
A1. Determining project eligibility for an IRA22 tax credit	\$30,000
A2. Preserving the tax credit – Communication to vendors	Not Applicable
A3. Establishing the eligible energy basis – Post construction	\$5,000 Annually
A4. Claiming the tax credit – Project workpaper file generation	\$20,000
TOTAL – 4-PHASE BASE SERVICES	\$50,000 plus \$5,000 Annually
<i>Optional Compliance Services</i>	
B. Prevailing Wage & Apprenticeship Compliance	Not Applicable*
C. Domestic Content Compliance	To Be Determined**
D. 80/20 Valuation	To Be Determined***
Total – Other compliance services	To Be Determined
Total for 4-Phase base and optional compliance services	\$50,000 plus \$5,000 Annually

* Based on information included in the request for proposal it is anticipated that the Prevailing Wage & Apprenticeship (PW&A) compliance services will not be required since the project began before the adoption of the IRA.

** Information will be provided in Phase 1 related to the additional tax credit that may be available and there will be discussions with management related to the likelihood of being able to obtain the additional tax credit. If it is determined that meeting the domestic content requirements is likely a price for domestic content compliance can be provided and a cost benefit of the additional tax credit can be assessed factoring in the additional compliance costs.

*** The County is replacing assets so an 80/20 valuation may be necessary. If it is determined that an 80/20 valuation is necessary, an estimate of the costs for the 80/20 valuation can be provided after Phase 1 services are completed as we do not have the information to provide a price estimate for these services at this time.

EV Charging Stations Fees (Assumes also awarded the Lake Byllesby Dam Project IRA Consulting Services Contract)

IRA 2022 SERVICES – EV CHARGING STATIONS – INVESTMENT TAX CREDIT	
Service/Phase	Fixed fees
A1, 3 & 4 Determining project eligibility, establishing the eligible energy basis and workpaper file generation (6 EV Charging Stations)	\$4,000
<i>Optional Compliance Services</i>	
B. Prevailing Wage & Apprenticeship Compliance	Not Included*
Total Fees	\$4,000

* It is likely cost prohibitive to provide these services based on the estimated cost of the projects provided by the County and the anticipated tax credit available.

Avoiding surprises

Routine phone calls, emails and quick consultations are included in the County's fee estimate. We do not believe in billing for every question, comment or concern, and we encourage you to discuss any unusual transactions with us to gain efficiencies for year-end.

If an issue arises, your engagement team members will work with you to determine what assistance is required and arrange an appropriate fee at that time. We will **always** tell you if the assistance you need is out of scope and **never** perform additional work without approval. We do not have a fee multiplier in our fees.

Assumptions

Our estimate is based on the below assumptions. Should any of these change during the engagement, we will contact the County immediately and prepare a change order detailing the new requirements and corresponding budget impact. We will not perform additional work without the County's approval.

The engagement assumptions include:

- Adequate support, preparedness and cooperation from the County's governance team
- No major operational changes
- No significant changes in scope

Hourly billing rates

STANDARD HOURLY RATES (THROUGH DEC. 31, 2025)			
Principals / Directors	\$420.00	To	\$650.00
Senior Managers / Managers	\$290.00	To	\$440.00
Consultants / Analysts / Senior Consultants	\$185.00	To	\$300.00
Support / Paraprofessionals / Interns	\$115.00	To	\$195.00



Exceptions and Deviations

Per RFP Section 7, we hereby take exception to the following sections of Attachment A (Standard Assurances): 1, 2, and 5; the following sections of Attachment B (Insurance Terms): 3, 7, and 8; and the following sections of Attachment C (Sample Contract): 2.6, 3.5, 4.3, 7.1, 7.2, 12.5, 16, 20.3, and 20.4. If selected, we will require the ability to propose additional terms and negotiate mutually acceptable revisions to these sections prior to executing a final contract.

Appendix A: Resumes

PRINCIPAL

Doug Baldessari, CPA

Doug Baldessari is a principal with Baker Tilly.



Baker Tilly Advisory Group, LP

9229 Delegates Row
Indianapolis, IN 46240
United States

T: +1 (317) 465 1508

doug.baldessari@bakertilly.com

bakertilly.com

Education

Master of Professional
Accountancy
Indiana University-Purdue
University–Indianapolis

Bachelor of Science in finance
University of Connecticut–Storrs

Doug has more than 22 years of experience with financial studies and municipal advisory services for utility projects. These projects often involve bond financing, financial analysis and determining utility revenue requirements, cost of service studies, financial planning associated with capital acquisition. Doug also has significant experience with federal incentive programs such as the Inflation Reduction Act (IRA) tax credits where he assists public sector and not-for-profit entities with planning for and attaining enhanced incentives for clean energy projects. Doug serves as the public practice clean energy incentives lead for Baker Tilly.

Specific experience

- Practices financial reporting, strategic planning and utility rate management for utilities
- Tax credit experience to support project development activities for renewable energy and energy transition
- National speaker and author supporting the utilities, governmental and not-for-profit industry associations
- Provides asset management and capital project planning for utilities
- Utility cost-of-service studies and rate design
- Proficient in system development/capacity fee studies
- Offers assistance in wholesale rate development and assistance with intergovernmental contract negotiations
- Assists with bond financing through the open market, state revolving fund, rural development and other sources
- Testifies as expert witness before regulatory agencies, courts and local public hearings on behalf of clients
- Advises and assists with acquisitions, disposition, mergers and privatization and re-municipalization

Industry involvement

- American Public Power Association (APPA)
- American Water Works Association (AWWA)
- Water Environment Federation (WEF)
- WEF Finance and Administrative Subcommittee
- Indiana Water Environment Association (IWEA)
- Ohio Water Environment Association (OWEA)
- Indiana Section American Water Works Association

SENIOR MANAGER

Michael Perkins, MBA

Michael Perkins is a senior manager with Baker Tilly's public sector advisory practice.



Baker Tilly Advisory Group, LP

205 N Michigan Ave
28th Floor
Chicago, IL 60601
United States

T: +1 (312) 729 8345
michael.perkins@bakertilly.com

bakertilly.com

Education

Master of Business Administration
Northwestern University

Master of Arts in political science
Bachelor of Arts in political science
University of Illinois at Urbana-
Champaign

Michael has more than 12 years of experience working directly in consulting for the public sector and not-for-profit organizations, including k-12 school districts, state and county health departments, city executive offices, government contractors, and social impact focused not-for-profits. He specializes in IRA tax credit incentives and strategy development, change management and performance measurement.

Specific experience

- Performs operational and process reviews to identify opportunities, dependencies, risks and gaps to help organizations fulfill their missions more efficiently and effectively
- Facilitates strategy development, working with clients to identify priorities, conduct fact-finding, align resources and articulate a vision for the future state
- Serves as a facilitator among internal and external stakeholders, building consensus, synthesizing input into actionable insight, and ensuring communications are consistently aligned to strategy
- Helps organizations measure performance and impact by developing KPIs and data strategies necessary to capture, analyze and report those metrics
- Provides project management to ensure objectives are accomplished on time, within budget and with fidelity to organizational practices
- Conducts requirements gathering to facilitate system selection and design, matching technology solutions to needs and objectives

Community involvement

- Local School Council Equity Committee
- A Better Chicago Impact Council

Continuing professional education

- Fundamentals of Sustainability Accounting – International Financial Reporting Standards Foundation

PRINCIPAL

Joel Laubenstein

Joel is a principal with Baker Tilly's development and community advisory practice.



Baker Tilly Advisory Group, LP

4807 Innovate Lane
Madison, WI 53718
United States

T: +1 (512) 975 7282
joel.laubenstein@bakertilly.com

bakertilly.com

Education

Bachelor of Science
University of Wisconsin-La Crosse

Since 2008, Joel has specialized in client relationship management, matching Baker Tilly's strengths with the needs of our clients. These needs served range from assurance, compliance, energy, infrastructure and broadband initiatives, outsourced grant writing, and outsourced project development, capital procurement, management and execution. Joel leads firm initiatives and activities related to the Infrastructure Investment and Jobs Act (IIJA) and the Inflation Reduction Act (IRA)

Specific experience

- Specializes in evaluating and supporting the development of new business opportunities in clean energy, broadband, infrastructure and economic development
- Provides financial modeling, analysis and optimal deal structuring services
- Provides specific subject matter expertise related to funding opportunities within the IIJA and IRA, with a focus on maximization of tax credits available to clients under the IRA for energy transition initiatives
- Leverages public and private financing mechanisms
- Provides overall project management services
- Manages valued firm relationships across various disciplines as it relates to the energy transition
- Manages valued Tribal government relationships across various disciplines

Industry involvement

- National Center for American Indian Enterprise Development (NCAIED)
- Native American Finance Officers Association (NAFOA)
- Oklahoma Tribal Finance Consortium
- United South and Eastern Tribes
- American Biogas Council
- American Public Power Association
- American Wind Energy Association
- Association for the Advancement of Sustainability in Higher Education
- Edison Electric Institute
- Solar Energy Industries Association

Robert Moczulewski, CPA

Robert is a tax director with Baker Tilly's federal credits and incentives practice.



Baker Tilly Advisory Group, LP

790 N Water St
Suite 2000
Milwaukee, WI 53202
United States

T: +1 (414) 777 5435

robert.moczulewski@bakertilly.com

bakertilly.com

Education

Master of Science in accounting
Master of Science in taxation
University of Wisconsin–Milwaukee

Bachelor of Arts in economics
University of Wisconsin–Madison

For 25 years, Bob has specialized in providing tax planning services and is a member of the firm's specialty tax services for federal credits and incentives.

Specific experience

- Leads the statutory tax credit practice that advises in energy tax credits, clean energy tax credits, CHIPs credits, production tax credits, advance manufacturing tax credits, alternative energy fueling tax credits and EV vehicles
- Coordinates tax credit guidance across the Baker Tilly IRA22 program between PWA and domestic content service, industry groups, municipal advisory, tax-exempt client practice, energy teams, Tribal services and credit monetization through Baker Tilly Capital
- Career specialization in fixed asset consulting to maximize energy credit basis and depreciation deductions including technical leadership 179D and 45L planning and implementation
- Past cost segregation leader in the greater Wisconsin region providing more than 300 annual engagements
- Concentrated compliance and consulting experience with real estate partnerships including special allocations of income/loss and minimum gain calculations. Specializing in real estate developers and contractors in affordable housing, hospitality, residential and commercial markets
- Past tax compliance experience in directing tax service engagements for 20 major clients. Total taxpayer filings above 200 that range from consolidated corporations, extended family businesses, multi-investor partnerships to simple real estate limited liability companies (LLCs)
- Consults in numerous accounting methods including depreciation, repair and maintenance, intangible assets, construction and cash/accrual issues
- Provides technical research and report support to low-income housing and historic rehabilitation tax credit consulting practice
- Multistate tax planning for corporations and pass-through entities
- Concentrates efforts to deliver exceptional service, extensive client communication and completed projects to meet and exceed expectations

Industry involvement

- American Institute of Certified Public Accountants (AICPA)
- Wisconsin Institute of Certified Public Accountants

DIRECTOR

Laura Cataldo

Laura Cataldo is a director with Baker Tilly's development and community advisory practice.



Baker Tilly Advisory Group, LP

4807 Innovate Lane
Madison, WI 53718
United States

T: +1 (608) 240 2488

laura.cataldo@bakertilly.com

bakertilly.com

Education

Bachelor of Arts in public
administration
University of Wisconsin –
Milwaukee

Laura works with real estate and construction firms of all sizes to evaluate business practices and assist with management challenges. Having worked in the construction and real estate industry for more than 25 years, Laura offers a depth of experience working with management teams to improve profitability and succeed in the changing marketplace. She has a deep understanding of construction industry labor and workforce matters and is recognized nationally for her work and thought leadership on these issues. She excels at working with dynamic and demanding environments that require relationship building, versatility and challenge.

Specific experience

- Experienced in leading strategy development and defining initiatives required to meet strategic goals
- Strong understanding of construction industry labor and workforce issues gained through appointment to a workforce board and long-term advisory for contractors, labor unions and trade associations
- Management consulting for construction and real estate companies, labor organizations, and trade associations with a focus on strategic planning and organizational effectiveness, business development strategy and workforce development
- Development and delivery of programs intended to increase business management skills for contractors and prepare individuals for leadership roles
- Championed business development initiatives that increased opportunities, grew market position and strengthened relations with industry partners

Industry involvement

- Associated General Contractors (AGC) of America, Workforce taskforce, member
- Wisconsin Transportation Builders Association (WTBA), associate council
- Workforce Development Board of South Central Wisconsin, past-chair
- College and Workforce Readiness Council, appointee
- Destination Career Academy of Wisconsin, advisory council
- Four Lakes Education, board member
- Our Lady Queen of Peace

SENIOR MANAGER

Rob Bellile, CPA, CMA

Rob is a senior manager with Baker Tilly's development advisory practice.



Baker Tilly Advisory Group, LP

790 N Water St
Suite 2000
Milwaukee, WI 53202
United States

T: +1 (414) 777 5514
rob.bellile@bakertilly.com

bakertilly.com

Education

Bachelor of Business
Administration in accounting
and finance
University of Wisconsin-Oshkosh

With more than 10 years of experience serving the industrial sector, Rob excels in identifying key drivers of profitability within an operation and developing solutions to manage those key indicators on an ongoing basis. As a finance professional with experience serving the manufacturing industry, Rob develops solutions that result in real savings and process improvements for his clients.

Specific experience

- Brings a problem solving approach to address challenges ranging from tactical daily business reporting to strategic capital investments
- Enables management teams to see their key business drivers in new and interactive ways through the development of innovative dashboard reporting
- Conducts product line margin analysis leveraging Baker Tilly's Dynamic Costing® methodology to help clients understand what drives profitability
- Develops models to display financial implications of decisions ranging from daily production management to what-if scenarios requiring large capital investment
- Performs financial process assessments to identify operational risks and efficiency opportunities through the use of leading analytics tools
- Fosters communication amongst operations, finance and IT personnel within client organizations to facilitate efficient project delivery
- Has built programs to ensure his clients receive the maximum value from significant government investments ranging from SBA loans to tax credits
- Has performed operations and consulting projects in over 40 unique manufacturing facilities

Industry involvement

- Institute of Management Accountants (IMA)
- International Dairy Foods Association (IDFA)
- FaB Wisconsin
- Solar Energy Industries Association (SEIA)
- Illinois Manufacturers Association (IMA)
- American Institute of Certified Public Accountants (AICPA)

Appendix B: Forms

ATTACHMENT D: NON-COLLUSION AND CONFLICT OF INTEREST STATEMENT

Please print or type (in ink)

CONTRACTOR NAME: _____ FEDERAL TAX ID NUMBER: _____

Company Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____ Title: _____

Phone Number: _____ Fax Number: _____ Email: _____

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

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

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

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

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



Authorized Signature

Title

Date

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

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

ATTACHMENT E: PROPOSAL SIGNATURE FORM

1. In submitting this proposal, it is understood by the Proposer that Dakota County reserves the right to reject any or all proposals, to waive any informality or irregularity in any proposal received and to accept any alternate (if applicable) in any order or combination. If awarded the Contract, the undersigned agrees to execute an agreement within the specified time for the above stated compensation.
2. In submitting this proposal, it is understood that Dakota County reserves the right to reject any or all Proposals, to waive any informality or irregularity in any proposal received and to accept any alternate (if applicable) in any order or combination. If awarded the Contract, the undersigned agrees to execute an agreement within the specified time for the above stated compensation.
3. By signing this proposal, the proposer understands and agrees to the terms and conditions set forth herein and in the Instruction to Proposers and General Specifications and drawings. The undersigned agrees if awarded the contract to complete the contract within 15 calendar days from the date of written Notice to Proceed by the County.
4. This document can only be signed by a person authorized to bind the proposer to a contract.
5. This proposal document contains a total of 40 pages, attached specifications, drawings and all addenda issued.
6. NON-COLLUSION STATEMENT must be attached to this proposal Form and signed by the Contractor's duly authorized representative.

Indicate Addenda received: _____

Please print: _____

Legal Name of Company

Address

Name and Title of Authorized Agent

Signature

Date

Incorporated in the State of: _____

Indicate type of company: _____

Corporation/partnership/sole proprietorship

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



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4814

Agenda #: 6.1

Meeting Date: 9/9/2025

DEPARTMENT: Human Resources

FILE TYPE: Consent Action

TITLE

Approval Of Contract Renewal For 2026 Dental Plan

PURPOSE/ACTION REQUESTED

Approve contract renewal for 2026 dental plan.

SUMMARY

The County has offered a fully insured group Dental plan with HealthPartners since 2022.

The County provides \$25 which employees can use towards the cost of dental insurance. As such, employees pay the majority of the dental premiums (Attachments).

The County has been offered a renewal to continue dental with HealthPartners where the composite total rate increase is 9 percent for 2026 across both dental plans, comprehensive and preventive. This increase is less than what could have been based on high claims utilization. Claim utilization in the last year warrants a 15.58 percent increase. Employees will see a biweekly premium increase from \$0 to \$6.92 depending on what dental plan and coverage level they enroll in for 2026.

RECOMMENDATION

Staff recommends approval.

EXPLANATION OF FISCAL/FTE IMPACTS

County costs will be included in the 2026 budget planning base.

- | | | |
|--|---|---|
| <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, the County's fully funded Dental Plan has been administered by HealthPartners since January 1, 2022; and

WHEREAS, proposed premium rates for 2026 have considered utilization and claims experience of the Counties two dental plans; and

WHEREAS, renewal results in a composite rate increase of 9 percent across both Comprehensive and Preventive Dental plans.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Employee Relations Director to approve renewal with HealthPartners to continue to provide Dakota County's 2026 dental plan and related rates, subject to approval by the County Attorney's office as to form.

PREVIOUS BOARD ACTION

24-455; 9/24/24

ATTACHMENTS

Attachment: 2026 Dental Full Time Rates

Attachment: 2026 Dental Part Time Rates

BOARD GOALS

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

CONTACT

Department Head: Andy Benish

Author: Shannon Welle



2026 Dental Premiums

Dental Plans	Total Premium Cost	County Monthly Contribution	Employee Monthly Cost	Employee Per Pay Period Cost	Add'l Employee Cost Per Pay Period
Preventive					
Single	\$25.00	\$25.00	\$0.00	\$0.00	\$0.00
Single +1	\$48.94	\$25.00	\$23.94	\$11.97	\$4.00
Family	\$81.15	\$25.00	\$56.15	\$28.08	\$6.65
Comprehensive					
Single	\$59.44	\$25.00	\$34.44	\$17.22	\$2.20
Single +1	\$115.91	\$25.00	\$90.91	\$45.56	\$4.41
Family	\$186.52	\$25.00	\$161.52	\$80.76	\$6.92



2026 Dental Part-Time Rates

		HealthPartners Preventive	HealthPartners Comprehensive
FULL TIME 1.0 FTE	Single		
	Premium	\$25.00	\$59.44
	Co. Contribution	\$25.00	\$25.00
	Employee Monthly Cost	\$0.00	\$34.44
	Employee Pay Period Cost	\$0.00	\$17.22
	Single +1		
	Premium	\$48.94	\$115.91
	Co. Contribution	\$25.00	\$25.00
	Employee Monthly Cost	\$23.94	\$90.91
	Employee Pay Period Cost	\$11.97	\$45.46
	Family		
	Premium	\$81.15	\$186.52
	Co. Contribution	\$25.00	\$25.00
	Employee Monthly Cost	\$56.15	\$161.52
	Employee Pay Period Cost	\$28.08	\$80.76
.75 - .99 FTE	Single		
	Premium	\$25.00	\$59.44
	Co. Contribution	\$21.75	\$21.75
	Employee Monthly Cost	\$3.25	\$37.69
	Employee Pay Period Cost	\$1.63	\$18.85
	Single +1		
	Premium	\$48.94	\$115.91
	Co. Contribution	\$21.75	\$21.75
	Employee Monthly Cost	\$27.19	\$94.16
	Employee Pay Period Cost	\$13.60	\$47.08
	Family		
	Premium	\$81.15	\$186.52
	Co. Contribution	\$21.75	\$21.75
	Employee Monthly Cost	\$59.40	\$164.77
	Employee Pay Period Cost	\$29.70	\$82.39
.74 - .50 FTE	Single		
	Premium	\$25.00	\$59.44
	Co. Contribution	\$15.50	\$15.50
	Employee Monthly Cost	\$9.50	\$43.94
	Employee Pay Period Cost	\$4.75	\$21.97
	Single +1		
	Premium	\$48.94	\$115.91
	Co. Contribution	\$15.50	\$15.50
	Employee Monthly Cost	\$33.44	\$100.41
	Employee Pay Period Cost	\$16.72	\$50.21
	Family		
	Premium	\$81.15	\$186.52
	Co. Contribution	\$15.50	\$15.50
	Employee Monthly Cost	\$65.65	\$171.02
	Employee Pay Period Cost	\$32.83	\$85.51



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4813

Agenda #: 7.1

Meeting Date: 9/9/2025

DEPARTMENT: Human Resources

FILE TYPE: Regular Action

TITLE

Approval Of 2026 Medical Plans and Premium Rates

PURPOSE/ACTION REQUESTED

Approve 2026 medical plans and premium rates.

SUMMARY

County's self-funded medical plan is administered by Blue Cross Blue Shield of Minnesota. The County continues to offer three plan options to employees. The County's base plan is the Dakota Advantage Plan which is a low deductible plan with a Health Reimbursement Account and in which most employees are enrolled. The two optional plan offerings are the Dakota Select Plan-a low-deductible plan with a Health Reimbursement Account-and the Dakota Health Savings Account Plan, a high-deductible plan with a Health Savings Account.

The medical plan design changes include an annual \$1.00 increase for pharmacy benefit co-pays in the Dakota Advantage and Dakota Select plans.

The Dakota Health Savings Account plan will have a change in deductible and County Health Savings Account Contribution. The change in deductible for the Dakota Health Savings Account is due to the IRS change in limits for all high-deductible health plans, 2026 minimum annual deductible is changing to \$1,700 for self-only coverage (up from \$1,650 in 2025) and \$3,400 for family coverage (up from \$3,300 in 2025). This will increase the County Health Savings Account contribution to \$850 (from \$825 in 2025) and \$1700 (from \$1650 in 2025).

With the assistance of Deloitte Consulting LLP, proposed premium rates for 2026 have been identified considering projected utilization and claims experience of the three plans, medical trend, Affordable Care Act fees, and administrative expenses.

The recommended 2026 rates include an overall aggregated increase of 8.92 percent increase on average for all three medical plans. Each medical plan will have rates set based on enrollment and claims utilization. Rates will increase at 11 percent for the Dakota Advantage plan due this plan has highest enrollment and claims utilization, rates will increase at 8.5 percent on Dakota Select and 2025 rates will hold for the Dakota Health Savings Account plan due to low enrollment and favorable claims utilization. Employees will see a biweekly premium increase from \$0 up to \$32.80, depending on the medical plan they elect to enroll in for 2026. Recommended rate details are provided in the Attachments.

RECOMMENDATION

Staff recommends approval of the 2026 medical plans and premium rates.

EXPLANATION OF FISCAL/FTE IMPACTS

The overall growth in County premium costs aggregated across all plans is approximately 8.92 percent which is within the estimates in the 2026 budget planning base.

- | | | |
|--|---|---|
| <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, due to 2026 IRS limit changes in minimum deductibles for High Deductible Health Plans, the Dakota Health Savings Account (HSA) plan will have an increase in deductible \$1700 for single and \$3400 for family; and

WHEREAS this change will increase the County annual HSA contribution to \$850 for single and \$1700 for family enrollment; and

WHEREAS, proposed premium rates for 2026 have been identified considering utilization and claims experience of the three Plans, medical trend, Affordable Care Act fees, and administrative expenses; and

WHEREAS, self-funded medical plan expenses projected for 2026 result in an aggregate rate increase of 8.92 percent.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves the aggregate rate increase overall of 8.92 percent to the self funded medical plan. Dakota Advantage Plan will increase by 11 percent, the Dakota Select Plan by 8.5 percent, and the Dakota Health Savings Account Plan will hold at 2025 rates.

PREVIOUS BOARD ACTION

24-454; 9/24/24

ATTACHMENTS

Attachment: 2026 Comparative Medical Plan Details

Attachment: 2026 Medical Full and Part-Time Rates

Attachment: Presentation Slides

BOARD GOALS

- | | |
|---|---|
| <input 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 checked="" type="checkbox"/> Excellence in Public Service |

CONTACT

Department Head: Andy Benish

Author: Shannon Welle



2025 Medical Premiums

2026 Medical Premiums

Medical Plans	Total Premium Cost	County Monthly Contribution	Employee Monthly Cost	Employee Per Pay Period Cost
Dakota Advantage HRA				
Single	\$993.80	894.42	\$99.38	49.69
Single +1	\$2,186.35	\$1,858.40	\$327.95	\$163.98
Family	\$2,981.42	\$2,385.14	\$596.28	\$298.14

Dakota HSA				
Single	\$726.68	\$662.58	\$64.10	\$32.05
Single +1	\$1,598.71	\$1,430.42	\$168.29	\$84.15
Family	\$2,180.06	\$1,835.85	\$344.22	\$172.11

Dakota Select HRA				
Single	\$843.03	\$767.15	\$75.89	\$37.95
Single +1	\$1,854.66	\$1,616.86	\$237.80	\$118.90
Family	\$2,529.09	\$2,075.15	\$453.94	\$226.97

Total Premium Cost	County Monthly Contribution	Employee Monthly Cost	Employee Per Pay Period Cost	2026 Additional Employee Per Pay Cost
\$1,103.12	\$992.81	\$110.31	\$55.16	\$5.47
\$2,426.85	\$2,062.82	\$364.02	\$182.01	\$18.04
\$3,309.38	\$2,647.51	\$661.87	\$330.94	\$32.80

\$726.68	\$662.58	\$64.10	\$32.05	\$0.00
\$1,598.71	\$1,430.42	\$168.29	\$84.15	\$0.00
\$2,180.06	\$1,835.85	\$344.22	\$172.11	\$0.00

\$914.69	\$832.36	\$82.33	\$41.16	\$3.22
\$2,012.31	\$1,754.29	\$258.01	\$129.01	\$10.11
\$2,744.06	\$2,251.54	\$492.52	\$246.26	\$19.29



2026 Medical Full- Time and Part-Time Rates

	Dakota Advantage HRA	Dakota HSA	Dakota Select
FULL TIME 1.0 FTE	Single		
	Premium	\$1,103.12	\$726.68
	Co. Contribution	\$992.81	\$662.58
	Employee Monthly Cost	\$110.31	\$64.10
	Employee Pay Period Cost	\$55.16	\$32.05
	Single +1		
	Premium	\$2,426.85	\$1,598.71
	Co. Contribution	\$2,062.82	\$1,430.42
	Employee Monthly Cost	\$364.03	\$168.29
	Employee Pay Period Cost	\$182.02	\$84.15
	Family		
	Premium	\$3,309.38	\$2,180.06
.75 - .99 FTE	Co. Contribution	\$2,647.51	\$1,835.85
	Employee Monthly Cost	\$661.87	\$344.21
	Employee Pay Period Cost	\$330.94	\$172.11
	Single		
	Premium	\$1,103.12	\$726.68
	Co. Contribution	\$863.74	\$576.44
	Employee Monthly Cost	\$239.38	\$150.24
	Employee Pay Period Cost	\$119.69	\$75.12
	Single +1		
	Premium	\$2,426.85	\$1,598.71
	Co. Contribution	\$1,794.65	\$1,244.47
	Employee Monthly Cost	\$632.20	\$354.24
.74 - .50 FTE	Employee Pay Period Cost	\$316.10	\$177.12
	Family		
	Premium	\$3,309.38	\$2,180.06
	Co. Contribution	\$2,303.33	\$1,597.19
	Employee Monthly Cost	\$1,006.05	\$582.87
	Employee Pay Period Cost	\$503.02	\$291.44
	Single		
	Premium	\$1,103.12	\$726.68
	Co. Contribution	\$615.54	\$410.80
	Employee Monthly Cost	\$487.58	\$315.88
	Employee Pay Period Cost	\$243.79	\$157.94
	Single +1		
	Premium	\$2,426.85	\$1,598.71
	Co. Contribution	\$1,278.95	\$886.86
	Employee Monthly Cost	\$1,147.90	\$711.85
	Employee Pay Period Cost	\$573.95	\$355.92
	Family		
	Premium	\$3,309.38	\$2,180.06
	Co. Contribution	\$1,641.46	\$1,138.23
	Employee Monthly Cost	\$1,667.92	\$1,041.83
	Employee Pay Period Cost	\$833.96	\$520.92

2026 Medical Plan Projections

September 9, 2025

Executive Summary

- Dakota County has been self-insured since 2013.
- Overall rate increase for 2026 is 8.9% (average across the three plan options).
- Enrollment in the Select and HSA plans has slightly increased from 2018.
- The Dakota Advantage medical plan continues to have the majority of the enrollment.

Claims Projections



- Used claims incurred 1/1/2023 – 5/31/2025 and paid through 5/31/2025 (mix of claims experience under UMR and BCBS MN).
- There were 7 claims above the \$450,000 individual stop loss level during the experience periods (4 in 2023, and 3 in 2024).
- The change to BCBS MN for 2025 will produce an estimated 1% cost decrease due to the combination of improved discounts, network access, pharmacy rebates, and administrative fees (before any claims trend assumption).
- Claims were projected forward assuming a blended 8.75% annual trend for medical and pharmacy.
 - Based on market surveys, actuarial estimates, and County experience

Fixed Costs and Rebates



- Fees for HRA, HSA, and FSA account administration remain unchanged from 2025.
- Premiums for Individual stop loss coverage and Aggregate stop loss reflect a 10.1% increase over 2025, which is significantly lower than current market renewals for similar stop-loss levels (22%).
- Estimated Pharmacy rebates for 2026 on a PEPM basis increased approximately 11% over 2025 levels.

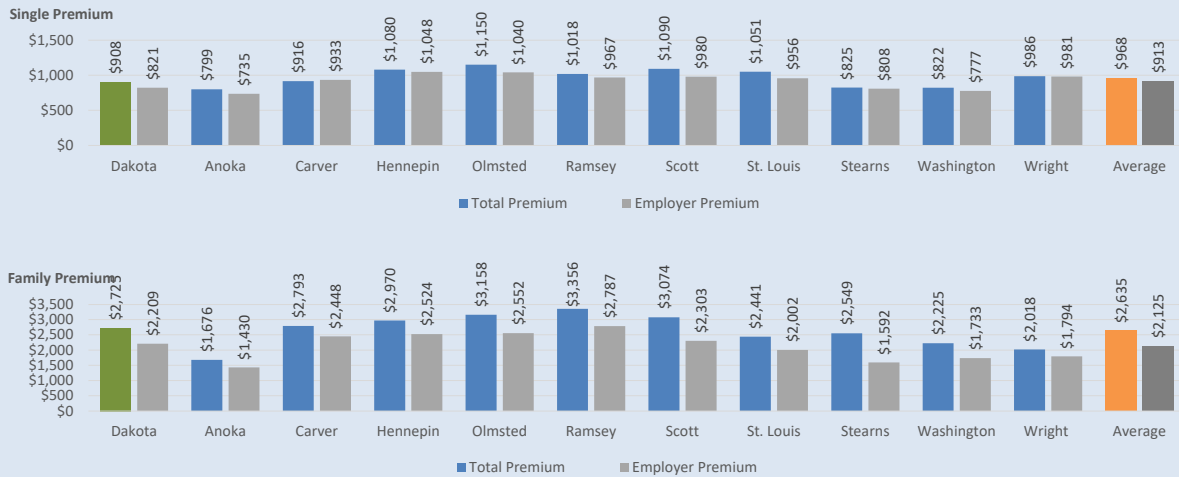
2026 Medical Plan Rates



Advantage 11.0%
HSA 0.0%
Select 8.5%

	2025 Medical Premiums				2026 Medical Premiums				
	Total Monthly	County Monthly	EE Monthly	EE Per Pay Period	Total Monthly	County Monthly	EE Monthly	EE Per Pay Period	Add'l Employee Cost Per Pay Period
Dakota Advantage									
Single	\$993.80	\$894.42	\$99.38	\$49.69	\$1,103.12	\$992.81	\$110.31	\$55.16	\$5.47
Single + 1	\$2,186.35	\$1,858.40	\$327.95	\$163.98	\$2,426.85	\$2,062.82	\$364.02	\$182.01	\$18.04
Family	\$2,981.42	\$2,385.14	\$596.28	\$298.14	\$3,309.38	\$2,647.51	\$661.87	\$330.94	\$32.80
Dakota HSA									
Single	\$726.68	\$662.58	\$64.10	\$32.05	\$726.68	\$662.58	\$64.10	\$32.05	\$0.00
Single + 1	\$1,598.71	\$1,430.42	\$168.29	\$84.15	\$1,598.71	\$1,430.42	\$168.29	\$84.15	\$0.00
Family	\$2,180.06	\$1,835.85	\$344.21	\$172.11	\$2,180.06	\$1,835.85	\$344.21	\$172.11	\$0.00
Dakota Select									
Single	\$843.03	\$767.15	\$75.88	\$37.94	\$914.69	\$832.36	\$82.33	\$41.16	\$3.22
Single + 1	\$1,854.66	\$1,616.86	\$237.80	\$118.90	\$2,012.31	\$1,754.29	\$258.01	\$129.01	\$10.11
Family	\$2,529.09	\$2,075.15	\$453.94	\$226.97	\$2,744.06	\$2,251.54	\$492.52	\$246.26	\$19.29

2025 Premium Benchmarks



Charts show weighted average premiums for all plans offered by each county

History of Rate Increases



Year	Advantage	HSA	Select
2016	0.0%	0.0%	
2017	2.8%	2.8%	
2018	8.0%	4.0%	New
2019	9.7%	7.5%	8.9%
2020	9.9%	6.0%	7.0%
2021	5.4%	0.0%	2.0%
2022	5.0%	0.0%	2.0%
2023	6.5%	4.0%	4.9%
2024	7.5%	3.5%	4.5%
2025	8.6%	8.6%	8.6%
2026	11.0%	0.0%	8.5%
10-Year Average	7.4%	3.6%	5.8%



2025 Medical Premiums

2026 Medical Premiums

Medical Plans	Total Premium Cost	County Monthly Contribution	Employee Monthly Cost	Employee Per Pay Period Cost
Dakota Advantage HRA				
Single	\$993.80	\$894.42	\$99.38	\$49.69
Single +1	\$2,186.35	\$1,858.40	\$327.95	\$163.98
Family	\$2,981.42	\$2,385.14	\$596.28	\$298.14

Dakota HSA				
Single	\$726.68	\$662.58	\$64.10	\$32.05
Single +1	\$1,598.71	\$1,430.42	\$168.29	\$84.15
Family	\$2,180.06	\$1,835.85	\$344.22	\$172.11

Dakota Select HRA				
Single	\$843.03	\$767.15	\$75.89	\$37.95
Single +1	\$1,854.66	\$1,616.86	\$237.80	\$118.90
Family	\$2,529.09	\$2,075.15	\$453.94	\$226.97

Total Premium Cost	County Monthly Contribution	Employee Monthly Cost	Employee Per Pay Period Cost	2026 Additional Employee Per Pay Cost
\$1,103.12	\$992.81	\$110.31	\$55.16	\$5.47
\$2,426.85	\$2,062.82	\$364.02	\$182.01	\$18.04
\$3,309.38	\$2,647.51	\$661.87	\$330.94	\$32.80

\$726.68	\$662.58	\$64.10	\$32.05	\$0.00
\$1,598.71	\$1,430.42	\$168.29	\$84.15	\$0.00
\$2,180.06	\$1,835.85	\$344.22	\$172.11	\$0.00

\$914.69	\$832.36	\$82.33	\$41.16	\$3.22
\$2,012.31	\$1,754.29	\$258.01	\$129.01	\$10.11
\$2,744.06	\$2,251.54	\$492.52	\$246.26	\$19.29



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4860

Agenda #: 7.2

Meeting Date: 9/9/2025

DEPARTMENT: Human Resources

FILE TYPE: Regular Information

TITLE

Overview Of Minnesota Paid Family And Medical Leave

PURPOSE/ACTION REQUESTED

Provide an overview of Minnesota paid family and medical leave law.

SUMMARY

Minnesota enacted a paid family and medical leave law that will give covered employees the right to take paid family and medical leave beginning January 1, 2026. Staff will provide a brief overview and respond to questions.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

The estimated cost is included in the 2026 recommended budget.

- | | | |
|--|---|---|
| <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

Information only; no action requested.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Presentation Slides

BOARD GOALS

- | | |
|---|---|
| <input 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 checked="" type="checkbox"/> Excellence in Public Service |

CONTACT

Department Head/Author: Andy Benish

Minnesota Paid Family Medical Leave

Dakota County Board of Commissioners

Paid Family Medical Leave (Paid FML)

- Minnesota enacted a paid family and medical leave law in 2023, that will give covered employees the right to take paid family and medical leave beginning Jan. 1, 2026.
- PFML will apply to all employers—regardless of size.
- PFML will be funded by premiums paid by employers and employees.
- The program will operate similar to the unemployment insurance program.
- PFML is administered by the Minnesota Department of Employment and Economic Development (DEED).

Paid Family Medical Leave

- PFML is split into two major areas: medical leave or family leave
- Employees are entitled to receive:
 - Up to 12 weeks of leave for OWN serious health condition
 - Up to 12 weeks of leave for other types of leave (baby bonding, safety leave, family care, qualifying exigency).
- Employees can take BOTH types of leave in a single 12-month period, not to exceed 20 total weeks.

Covered leave

Medical Leave

1-12 Weeks



Medical

Leave to care for an individual's own serious medical condition

Family Leave

1-12 Weeks



Bonding

Leave to bond with an individual's child during the first 12 months after the child's birth or after the placement of the child through adoption or foster care.



Active Duty

Leave because a family member is on active duty or has been notified of an impending call or order to active duty in the Armed Forces.



Caring

Leave to care for a family member with a serious health condition.



Safety

Leave because of domestic abuse, sexual assault, or stalking of the individual or individual's family member.



Maximum of 20 weeks combined in one year if someone qualifies for both medical and family leave.

Qualifying conditions must last more than seven days and be certified by a health care provider or designated professional.

*Information on this Slide from DEED Employer Engagement Session Spring 2025

JOB PROTECTION

- An individual's job is protected while on PFML if they have been employed in their current position of employment for at least 90 days.
- Upon return from PFML, employee is entitled to return to the same/equivalent position with same/equivalent benefits, pay, and other terms and conditions of employment.
- Benefits include all benefits provided or made available to employees by an employer, including group life insurance, health insurance, disability insurance, sick leave, annual leave, educational benefits, and pensions.

Employer's Role in Paid FML

- Reporting and Premiums
 - Payroll deductions and premium payments
 - Wage reporting
- Educate and Inform
 - Workforce posters
 - Individual notifications
- Leave Administration



MN Paid FML Payment

- Employee must have earned at least 5.3% (\$3,900 annually) of the statewide average annual wage in the last year to be eligible for PFML.
 - For weekly wages between \$0 and \$711.50 (half of the 2026 state average), employees receive 90%.
 - For weekly wages between \$711.50 and \$1,423 (the 2026 state average), employees receive 66%.
 - For weekly wages above \$1,423, employees receive 55%
- Benefit not to exceed \$1,423
- \$1,423 average weekly wage is equivalent of \$74,000 annually
- Dakota's estimated 2026 average weekly wage is \$1,554, which is equivalent to \$80,800 annually

MN Paid FML Payment - Example

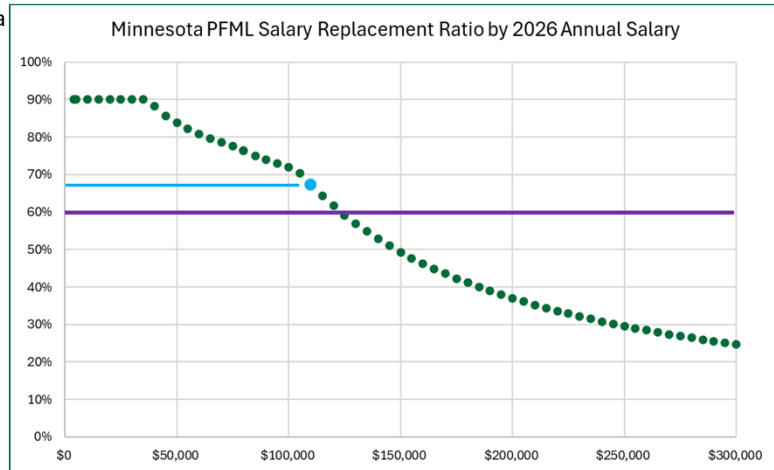
For an employee making 80,800 per year in 2026, or \$1,554 per week

- A. For weekly wages between \$0 and \$711.50 , employees receive 90%, or **\$640.35**.
- B. For weekly wages between \$711.50 and \$1,423, employees receive 66%, or **\$469.59**.
- C. For weekly wages above \$1,423, employees receive 55%, or **\$71.97**.
- D.
 - A. \$640.35
 - B. \$469.59
 - C. \$71.97
 - \$1,181.91* (76.1% reimbursement)

**The total weekly benefit cannot exceed \$1,423*

MN Paid FML - Weekly Benefits

- As salaries increase, the Minnesota PFML salary replacement ratio decreases.
- This compares to Dakota's average salary replacement ratio of **68.7%** (designated by the **blue** dot).
- The **purple** line reflects the current optional STD plan **60%** replacement ratio.



Equivalent Plan

- Employers can choose to use an equivalent plan that offers the same or better coverage than MN PFML
- Employer must submit and have their plan approved by the State
 - Equivalent plan cannot cost employees more than required under the state plan
 - Must provide job protection equal to the state plan

2 options of paid leave equivalent plans:

- 1) Insurance Carrier Plans
- 2) Self-Insured Plans

Equivalent Plan Conditions

- All employees who are covered under the state plan must be covered under the equivalent plan.
- Eligibility requirements cannot be stricter than those in the state plan.
- Weekly payments must be at least equal to those provided by the state plan and separate from other benefits.
- The total amount of leave available must be at least equal to the amount provided by the state plan.
- Job protections must be at least equal to those provided by the state plan.
- Costs to employees cannot be more than what their premiums would be under the state plan.

Equivalent Plan RFP

- Dakota County participated in RFP with other local Counties and Cities
- Five vendor responses were received
- Price quotes ranged from 0.79 to 1.86 percent
- All but one proposal, MetLife, were equal to or greater than the State's 0.88% premium rate.
- MetLife's proposal required the County to purchase one to two additional products, based on a one or two year rate guarantee.

Financial Comparison of Options

Benefit	Benefit Basis 2026						
	State Program	Private Plan					
		MetLife	Madison Natl	NYL	Hartford	Lincoln Fin	Self-Insured
Medical Leave	\$1,000,000						\$1,907,000
Family Leave	\$755,000						\$840,000
Integrity		\$1,575,000	\$1,755,000	\$2,471,000	\$2,990,000	\$3,707,000	
Total Cost	\$1,755,000	\$1,575,000	\$1,755,000	\$2,471,000	\$2,990,000	\$3,707,000	\$2,747,000
Dakota Share	\$877,500	\$787,500	\$877,500	\$1,450,500	\$1,969,500	\$2,686,500	\$1,726,500
Employee Share	\$877,500	\$787,500	\$877,500	\$1,020,500	\$1,020,500	\$1,020,500	\$1,020,500
Effective Cost Split	50% / 50%	50% / 50%	50% / 50%	59% / 41%	66% / 34%	72% / 28%	63% / 37%

Key Dates

2025

Nov. 10, 2025: Employers must submit their Private Insurance Carriers plans for review.

Dec. 1, 2025: Employee notifications must be provided

2026

Jan. 1, 2026:

- Paid Leave starts.
- Payroll deductions begin for employers and employees.

Apr. 30, 2026: First quarterly premium payments due.

What's next

- Staff recommends proceeding with the State Paid FML plan
 - Minimize administration and staff resources
 - Gain necessary data for decision making
 - Evaluate options and consider quarterly opt-out if data supports a change.
- Next steps:
 - Develop internal procedures
 - Update other benefits (i.e. STD) to ensure plan coordination
 - Update relevant policies
 - Provide employee notices



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4879

Agenda #: 7.3

Meeting Date: 9/9/2025

DEPARTMENT: Communications and Public Affairs

FILE TYPE: Regular Information

TITLE

Legislative Update

PURPOSE/ACTION REQUESTED

Review updates to the legislative platform, hold discussion on 2026 legislative priorities and review other legislative topics.

SUMMARY

Staff will provide a revised version of the County's legislative platform that incorporates committee feedback. The legislative update will also include initial discussion about the 2026 legislative priorities and a review of other topics, including a timeline of legislative preparation.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

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

RESOLUTION

Information only; no action requested.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Presentation Slides

Attachment: Legislative Platform- Draft

Attachment: 2025 Legislative Priorities

BOARD GOALS

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

CONTACT

Department Head/Author: Mary Beth Schubert



Legislative Update

Sept. 9, 2025

Agenda



1. Review legislative platform updates
2. Begin legislative priorities discussion
3. Review timeline for legislative planning
4. Other?

Platform review



Key updates since Aug. 26:

- Capital investment priorities changes:
 - Project descriptions updated
 - Removed: Energy projects, Whitetail Woods camper cabins
 - Municipal water projects detailed
 - Clarified road projects
- Parks language on e-bikes made more specific
- Greenhouse gas mitigation and transit development items updated
- Human services modernization description updated

Legislative priorities discussion



2026 Legislative Priorities timeline

- Sept. 9: Review 2025 capital and policy priorities
- Sept. 23: Continued 2026 priorities discussion; identify capital priorities
- Oct. 7: Finalize legislative priorities
- Oct. 17: Deadline for capital projects for consideration in governor's proposal
- November–January: Develop one-pagers/supporting documents for priorities

Legislative priorities discussion



Looking back: 2025 priorities

Capital

- County Road 50 and Interstate 35 Bridge Improvements
- Recycling Zone Plus
- Thompson County Park Inclusive Recreation Enhancements
- County Building Energy Efficiency Improvements

Policy

- Modernize human services programs and technology
- MnCHOICES reassessment process improvement
- Sustainable crisis mental health services funding
- Housing support operations management allocation
- Increased SCORE funding for state waste mandates

Legislative priorities discussion



Looking ahead: 2026 priorities

Capital

- Should we include all the county capital projects in the updated platform?
- Do we rank our priorities from the outset?

Policy

- Should we repeat any of the 2025 priorities?
- What new items should become priorities?

Pre-legislative session planning



Timeline

- Sept. 23: Final review of platform changes at GGP. Discuss legislative priorities
- Oct. 7: Board approval of platform
- Oct. 17: MMB deadline capital budget requests edits
- November–January: Finalize legislative priorities (bonding and policy)
- Early February: Pre-session event with legislative delegation
- Feb. 17: Legislative session begins

Other items



- Other items?

Legislative Platform

FAIR BUDGETING

1. Any state or federal funding reductions to counties should also reduce mandates to avoid shifting costs to property taxes. Funding reductions should be shared equitably across the state systems and regions.
2. Counties are key partners in implementing state programs and services. Any changes to county programs or funding should involve counties in the decision-making process to ensure effective outcomes.

CAPITAL INVESTMENT

Dakota County supports:

1. State and federal funding for priority Dakota County projects:
 - a. County Road 50 [safety and pedestrian](#) improvements at Interstate 35
 - b. Recycling Zone Plus [construction](#)
 - c. Thompson County Park [lodge renovation, including accessibility improvements and development of a visitor center.](#)
 - d. Lebanon Hills and Lake Byllesby campground buildings and beach house replacement
2. State funding for projects within Dakota County:
 - a. TH 13/Nicollet intersection
 - b. TH 50 safety improvements east of TH 52
 - c. TH 77 northbound lane addition
 - d. [I-494/Delaware Avenue/Argenta Trail improvements](#)
 - e. [County Road 46 expansion from TH 3 to TH 52 and interchange improvements](#)
 - f. [TH 52/55 and County Road 42 improvements](#)
 - g. [Transportation improvements related to Expo 2031](#)
3. A study related to an amateur sports complex in the southern Twin Cities Metropolitan Area.
4. The Metropolitan Regional Parks and Trails System capital funding request (with partial match from the Metropolitan Council).
5. [Municipal water infrastructure improvement projects to address the following cities' drinking water contamination issues: within the cities of](#)
 - a. Apple Valley, [PFAS](#)
 - b. Burnsville, [water treatment plan rehabilitation and infrastructure investments](#)
 - c. Coates, [nitrate and pesticides](#)
 - d. Hastings, [nitrate and PFAS](#)
 - e. South St. Paul, ~~xxxx~~ [PFAS](#)

ENVIRONMENTAL PROTECTION

Dakota County supports:

1. A comprehensive plan by the legislature, the Minnesota Department of Natural Resources and the Minnesota Board of Animal Health to slow the spread of chronic wasting disease.

Waste

1. Adequate state resources for the long-term care of existing landfills, including the return of diverted Closed Landfill Investment Fund (CLIF) revenue.
- ~~2. Development of local priorities and the provision of cost-effective, efficient and environmentally sound statewide waste management practices.~~
- ~~3-2.~~ Full state funding to counties for waste diversion mandates by the state. This includes increased funding from the Select Committee on Recycling and the Environment (SCORE).
- ~~4-3.~~ State actions with funding to properly close the Freeway Landfill to protect public health and the environment and benefit the local community.
- ~~5-4.~~ Maintaining Minnesota's existing waste management hierarchy that prioritizes waste management in the preferred order: waste and toxicity reduction, reuse, recycling and organics recovery/diversion, resource recovery and land disposal.
- ~~6-5.~~ State-led coordinated market development efforts to recover materials from waste that prioritizes high-value uses of recovered materials, including for hard-to-recycle materials.
- ~~7. The use of state funding to support solid waste management projects as a match to the funding counties invest in infrastructure for state-mandated solid waste management activities.~~
- ~~8-6.~~ Coordinated state efforts to manage tree waste and ensure regional capacity to dispose of large quantities of wood waste from emerald ash borer infestation and tree diseases.
- ~~9-7.~~ Maintaining support for federal and state extended producer responsibility laws and product stewardship approaches that support producer-led toxicity reduction, source reduction, reuse and recycling.

Commented [SW1]: Department-recommended deletion.

Commented [SW2]: Department-recommended deletion.

Water

1. Coordinated efforts among state agencies to develop updated state rules and guidelines to implement and oversee wastewater, graywater and combined rainwater/stormwater reuse systems.
2. Strengthen legislation to protect and improve the quality of groundwater and surface water in Minnesota, and identify and reduce contamination of nitrates, PFAS and other emerging contaminants of concern.
- ~~3. Update state statute 1031 (Wells, Borings and Underground Uses) to allow the commissioner of health to delegate inspection, reporting and enforcement duties for all borings.~~
- ~~4-3.~~ Return state aid for aquatic invasive species to original funding levels and establish base funding for land-based invasive species management.

- 5-4. State support of ongoing efforts to financially assist landowners with replacement of non-compliant septic systems for protection of essential groundwater resources. This includes increased funding for the Agriculture Best Management Practices programs or direct grant funds for septic system replacement.
- 6-5. Establishment of a long-term state program to assist public and private drinking water well owners with the mitigation treatment of contaminated well water that exceeds safe drinking water levels for geogenic (e.g., manganese and arsenic) and anthropogenic (e.g., nitrates, pesticides and PFAS) sources.
- 7-6. Support legislation or policies that require new large water users to identify impacts to regional groundwater capacity and availability for current and future needs.

Energy

1. State and federal policies and funding that support cost-effective, clean, renewable and sustainable energy.

HEALTH AND HUMAN SERVICES

Dakota County supports:

1. A child welfare system designed to keep children safe and with their families through adequate funding with the impact of providing manageable caseloads and keeping children in safe permanent housing arrangements.
2. Addressing an eligibility gap in the waiver system related to older adults with significant mental health needs.
3. An Intrastate Funding Formula (IFF) for distribution of federal Older Americans Act (OAA) resources that adequately funds the growing needs of older adults in the seven-county Twin Cities Metropolitan Area.
4. Flexibility for Elderly Waiver renewals for individuals in long-term care.
5. Interventions that address workforce challenges and resulting impacts in disability services including:
 - a. Stabilizing home and community-based services staffing through targeted wage increases and other strategies (i.e. educational incentives, etc.).
 - b. Maximizing flexibility in self-directed programs to increase informal support options for people.
 - c. Simplifying paperwork and administrative requirements that don't add value, so direct support staff can focus on direct support.
 - d. Increasing availability of assistive technology to supplement paid caregivers.
6. Investments in modernizing the IT infrastructure at all levels for counties administering DHS and DCYF programs that will reduce the administrative burden [at the state and county level and improve outcomes for for both clients and workers. This should include additional oversight and accountability for modernization investments. The state should improve the human services systems counties rely on to administer mandated programs.](#)

7. Policies and legislation that address cannabis and THC impacts, including:
 - a. Enhancing local control.
 - b. Reducing public health impacts.
 - c. Dedicating cannabis-related tax and fee revenues for public health prevention activities
 - d. Strengthening efforts to monitor product safety, conduct inspections, prevent access to minors, and enforce rules and regulations.
8. Setting the assessment adjustment for Medical Assistance to three years.
9. Simplification of state program rules and reporting requirements is paramount to successful modernization.
10. Stable, flexible state funding and public policy to improve and maintain healthy communities by supporting:
 - a. Addressing the impact of Adverse Childhood Experiences (ACEs).
 - b. State funding for home and community-based care.
11. State policy and financing to assure a full range of community-based mental health services that promote mental health, prevent mental health problems, promote mental wellbeing, treat mental health conditions, and allow people with mental health conditions to thrive in the community.
12. Sustainable funding for community-based Family Resource Centers.
13. The elimination of health and human services-related cost shifts to counties.
 - a. Cost shifts coming from the federal government should be covered at the state level, specifically the added administration for SNAP and penalties for high error rates.
14. Additional temporary or long-term state funding to support new SNAP and Medicaid requirements.
15. The full funding of mental health crisis services, including:
 - a. 24/7 phone and mobile crisis response.
 - b. Crisis follow up and stabilization services, including embedded social workers with local law enforcement.
 - c. Direct appropriations to Dakota County until there is an increase in state funding.
16. The work of the Working Group on Youth Interventions in promoting best practices and improving the system of care.
17. Statewide Medical Assistance (MA) reimbursement for Collaborative Intensive Bridging Services (CIBS).

HOUSING AND ECONOMIC STABILITY

Dakota County supports:

1. Ensuring the county receives its fair share of state housing funding to:
 - a. Fully fund emergency shelter for people experiencing homelessness.
 - b. Enhance and expand state rental assistance programs and other homelessness prevention resources.

- c. Enhance and expand dependable streams of funding to support services that help people find and maintain housing.
 - d. Increase the number of affordable, accessible and available rental units throughout Dakota County.
 - e. Expand rapid re-housing resources to support households who lose their housing through an eviction.
2. Funding to expand the Housing Demonstration program.
 3. State funding and policy to strengthen the public safety net for those unable to work and to remove disincentives that discourage able-bodied people from achieving self-sufficiency.

JOBS AND ECONOMIC GROWTH

Dakota County supports:

1. Investments to maintain and expand the Dakota County Workforce Mobility Program, creating better job opportunities in critical occupations.
2. State assistance to communities in reaching their workforce and economic development potential to enhance the quality of life for all Minnesotans.
3. Updates to policies within the Office of Broadband to expand eligible program costs to take advantage of advances in broadband technology.

LOCAL GOVERNMENT

Dakota County supports:

1. Authority to create a service district, by adoption of a resolution, for the purpose of levying upon a portion of Dakota County to finance governmental services benefiting a service area within that county.
2. Efforts to adjust the Homestead Market Value Exclusion formula to support homeowner property tax relief by increasing the market value threshold and including an index to adjust annually with changing residential market values.
3. Maintained or increased appropriations for programs to enhance library services.
4. Policies that promote effective and efficient county government that provides quality services to meet the needs of Dakota County residents without infringing on the decision-making ability of local elected officials.
5. Revising eminent domain statutes to ensure equitable processes for determining landowner compensation and attorney fees.
6. The amendment of state statute 216G.05 to require that the permitting state agency, rather than county boards, be required to hold a public meeting regarding the construction or operation of a pipeline.
7. The authority delegated to democratically elected officials to make budget decisions for the unit of government for which they were duly elected.

Dakota County opposes:

1. Measures that would interfere with the ability of local governments to manage their budgets.

PARKS, GREENWAYS & NATURAL RESOURCES STEWARDSHIP

Dakota County supports:

1. Authorization to issue administrative fines for park ordinance violations.
2. Increasing or maintaining the current allocations and funding distribution of Lottery in Lieu funding.
3. Increasing state funding for metropolitan parks operation and maintenance, including adding dedicated funding for the maintenance of restored acres within the park system.
4. Increasing the Park and Trail Legacy funding share to the Metropolitan Regional Park System.
5. Sustainable and balanced management of the state's environmental and natural resources through effective enhancement of local, state and federal governance.
6. The Metropolitan Council's request from the Environmental and Natural Resources Trust Fund to acquire private inholdings within regional parks and greenways.
7. Authorization to acquire and own land for conservation purposes.
8. [Additional state regulations on use of e-bikes and other electric and motorized equipment for speed, equipment classification and general operation on shared-use trails within the Regional Parks and Trails System.](#)

PUBLIC SAFETY AND CORRECTIONS

Dakota County supports:

1. Expanded, indexed and sustainable funding levels for community supervision of people in the corrections system.
2. Full funding of the research-driven community supervision funding formula in state statute to ensure effective implementation of these critical policy reforms continue after the sunset of supervision fees in 2029.
3. Programs and policies that promote safe communities through effective prevention, education, supervision and treatment.
4. State funding for the recruitment, retention and training of law enforcement officers.
5. The state fully funding the costs for continued health insurance costs for public safety officers disabled in the line of duty under Minn. Stat. § 299A.465.

STATE GOVERNMENT

Dakota County supports:

1. Full funding of local costs for or relaxation of state mandates.
2. Reformation of the Metropolitan Council governance structure to increase accountability to their regional constituency.

TRANSPORTATION

Dakota County supports:

1. A statewide, integrated, multi-modal transportation system that keeps Minnesota competitive in a global marketplace with long-term sustainable funding to ensure safe systems that efficiently move people and goods.
2. [Allocation of new state funds for state-mandated greenhouse gas mitigation efforts, and the expansion of allowable greenhouse gas mitigation strategies to include credits for natural resource improvements and green energy.](#)
3. [Transit development that better serves the interests of suburban counties, such as east-west oriented service since many transitways in Dakota County are focused on north-south travel to Minnesota and St. Paul. Current Met Council transit planning does not meet the needs of Dakota County residents and commuters.](#)

Highways and Bridges

1. ~~Issuance of~~[Issuing](#) general obligation bonds for the Local Road Improvement, Local Bridge Replacement Bonding, and Local Road Wetland Replacement programs.
2. ~~Issuance~~ [Issuing of](#) trunk highway bonds contingent upon increased long-term funding.
3. ~~Maintaining~~ the current distribution of the Motor Vehicle Lease Sales Tax, ~~and~~
- ~~3-4. Prohibiting the diversion of~~ Transportation Advancement Account funds [from counties to the Metropolitan Council.](#)

Rail

1. Efforts to encourage railroads to work with local governments on opportunities to improve safe crossings near and along rail corridors.
2. State and local acquisition of rail corridors that are currently under- or un-utilized to improve non-motorized transportation systems.

FEDERAL

Dakota County supports:

1. Efforts to encourage railroads to work with local governments on opportunities to improve safe crossings near and along rail corridors.

2. Efforts to support state and local acquisition of rail corridors that are currently under- or unutilized to improve non-motorized transportation systems.
3. Ensuring federal approval as necessary of human services administrative waivers passed by the Minnesota Legislature in 2021.
4. Federal funding to support improvement of the Interstate 35 Bridge/County Road 50 interchange.
5. The amendment of the Medicaid Inmate Exclusion Policy in the Social Security Act, allowing pre-trial detainees to access Medicaid services while awaiting trial and in the month prior to release from incarceration. Doing so will support appropriate supports for mental health and substance use disorder treatment that will increase health and decrease recidivism.

OTHER ORGANIZATIONS

In addition to the positions contained in this platform, the Dakota County Board of Commissioners generally supports the legislative recommendations of the local units of government within the county and organizations in which it holds membership, including, but not limited to:

- National Association of Counties (NACo) and its associated professional organizations.
- Association of Minnesota Counties (AMC) and its associated professional organizations.
- Minnesota Inter-County Association (MICA) and its associated professional organizations.

The county board may choose to take a different position on individual items within the platforms of these and other organizations whose platforms they generally support. The county board may also consider additional positions in response to issues that emerge during the legislative session.

Dakota County 2025 Capital Priorities – At a glance



VI-2025

COUNTY ROAD 50 AND INTERSTATE 35 BRIDGE IMPROVEMENTS

STATE REQUEST

\$51.6 million for I-35

\$40.8 million – I-35 bridges, County Road 50 interchange

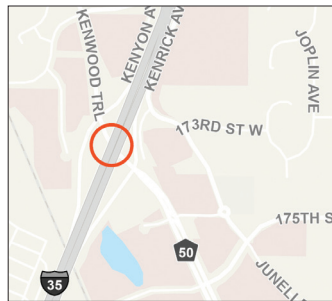
\$10.8 million – County Road 50 improvements

COUNTY MATCH

\$10.9 million for County Road 50 interchange

County Road 50 at Interstate 35 in Lakeville is insufficient for the increasing traffic volume, and pedestrian safety is impaired along the county road. Additionally, the interstate in this corridor needs improvements to accommodate a growing population, improve safety and extend E-ZPass managed lanes from Burnsville to Lakeville.

State bonding in 2025 would help reconstruct the two interstate bridges at County Road 50 and two railroad bridges south of the interchange. The new bridges will be built to carry three lanes in each direction when future interstate improvements are made. New freeway ramps will be built connecting County Road 50 to the interstate. Funding would also provide a fourth lane on County Road 50 under the I-35 bridges and other improvements near the interchange, including pedestrian and bicycle connections along the road under I-35.



THOMPSON COUNTY PARK INCLUSIVE RECREATION ENHANCEMENTS

\$4 million

Dakota County invested \$3 million at Thompson County Park in recent years, completing a first phase of improvements identified in a new park master plan.

In 2023, the Legislature provided \$2 million for design of further park enhancements, including to improve community access and extend an ADA-accessible trail system. An additional \$4 million in state funding would allow for construction of those enhancements.



THE RECYCLING ZONE PLUS

\$8 million (Capital Assistance Program)

Dakota and Scott counties have a combined 603,000 residents — more than 10 percent of the state population. Each county operates residential household hazardous waste and recycling facilities, but they cannot handle expected population growth. Also, there are large areas of Dakota and Scott counties that are underserved for this type of waste disposal and recycling.

Dakota and Scott counties have partnered on plans for the Recycling Zone Plus, a new facility in Lakeville to properly manage household hazardous waste and recyclables from both counties and other metro area residents. The Legislature provided design and land acquisition funding through the Minnesota Pollution Control Agency's Capital Assistance Program (CAP), but additional funding is needed for construction.

COUNTY BUILDING ENERGY EFFICIENCY IMPROVEMENTS

\$8.4 million (Renewable Development Account)

\$4.4 million – Solar installations

\$4 million – Building system updates

Dakota County is committed to reducing energy use in county-owned facilities and remaining a state leader in energy conservation.

The county's energy efficiency proposal includes installing a total of 700 kilowatts of solar canopies at seven county locations. It also includes energy-efficient HVAC system updates at four facilities, including the Dakota 911 dispatch center.

The county is requesting \$8.4 million from the Minnesota Renewable Development.

Contact

Georg Fischer

Physical Development Director
Georg.Fischer@co.dakota.mn.us
952-891-7007

Heidi Welsch

County Manager
Heidi.Welsch@co.dakota.mn.us
651-438-4590

Dakota County 2025 Policy Priorities – At a glance



VI-2025

MODERNIZE HUMAN SERVICES PROGRAMS AND TECHNOLOGY

Minnesota's human services programs and technology are complex and outdated. Recent state modernization efforts have not kept up with evolving technology.

The state can change that by providing counties that deliver these services with modernized systems that give clients more control over their services and focus on efficiency and the use of data to improve services. The Legislature should also fund projects and technology that simplify program rules.

Counties will support efforts to rapidly develop solutions that meet these goals.

Dakota County recommends the following legislative actions:

- Support modernization projects that improve client and staff use, while increasing equity and access to services for all Minnesotans.
- Provide implementation funds to cover county costs associated with these investments.
- Establish an innovation fund for counties to co-develop solutions.

SUSTAINABLE CRISIS MENTAL HEALTH SERVICES FUNDING

Communities across Minnesota face urgent and unprecedented mental health challenges. Dakota County has responded by developing effective crisis services. The county has expanded services to handle crisis calls transferred from Dakota 911, embed social workers in 10 public safety agencies and provide more timely crisis response. It also built the Crisis and Recovery Center in West St. Paul.

Most of the county's expanded services rely on one-time aid, including American Rescue Plan funds. To ensure proven crisis services can continue, the Legislature should create a long-term funding plan. In the meantime, Dakota County recommends increasing funding for crisis services grants, creating an equitable formula for state crisis grant funds and providing \$3.4 million in one-time funding to support existing services.

MNCHOICES REASSESSMENT PROCESS IMPROVEMENT

MnCHOICES assessment and support planning are important for seniors and individuals with disabilities who need home and community-based services. It ensures eligibility, informed choice and identifies cost-effective care options. However, counties, which administer this state program, need a more efficient reassessment process to better serve existing clients and erase a backlog of first-time applications.

An annual MnCHOICES reassessment takes a total of 7-8 hours. That is excessive if the individual's situation has not changed. This lengthy process can be traumatizing to the individual and their family. It also contributes to overall program delays.

Dakota County recommends the Legislature create a shorter and more efficient MnCHOICES reassessment process if an individual's condition is stable and unchanged. The county also recommends the state change the annual comprehensive reassessment requirement to once every two or three years, or sooner if there is a significant change in an individual's condition.

HOUSING SUPPORT OPERATIONS MANAGEMENT ALLOCATION

Minnesota law requires counties and tribes to oversee Housing Support benefits, but they do not receive dedicated funding to carry out this state program.

Housing Support pays for room and board and some supportive services for seniors and adults with disabilities who have low incomes. Dakota County supports 1,198 people on Housing Support. The county maintains 214 Housing Support agreements with vendors for 727 properties.

Housing Support agreements allow providers to collect a 5-percent administrative fee on all housing payments. There is no similar administrative fee available to counties and tribes, yet the state requires them to perform numerous Housing Support functions.

The state should provide a management allocation to counties and tribes for administering Housing Support. Without it, this is an unfunded mandate.

Contact

Marti Fischbach

Community Services Director
Marti.Fischbach@co.dakota.mn.us

651-554-6560

Heidi Welsch

County Manager
Heidi.Welsch@co.dakota.mn.us

651-438-4590

Continued

*Continuation***INCREASED SCORE FUNDING FOR
STATE WASTE MANDATES**

Metro counties face a growing number of state waste management requirements without a proportionate increase in Select Committee on Recycling and the Environment (SCORE) funding.

In 2024, 27 percent of the Solid Waste Management Tax revenue was still being redirected to the state's General Fund instead of to counties to carry out state-required waste management plans. State funding has not kept pace with the investment needed to achieve state waste objectives. Without this state support, counties must use their own funding.

While the Minnesota Legislature in 2023 redirected an additional 3 percent of the solid waste management tax to SCORE, 77 percent of Dakota County's waste management plan funding is still from other sources.

Increased SCORE funding to metro counties will reduce the reliance on local funding sources to meet state-required waste management objectives.

Contact**Georg Fischer**

Physical Development Director
Georg.Fischer@co.dakota.mn.us
952-891-7007

Heidi Welsch

County Manager
Heidi.Welsch@co.dakota.mn.us
651-438-4590



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4858

Agenda #: 8.1

Meeting Date: 9/9/2025

DEPARTMENT: Information Technology

FILE TYPE: Regular Information

TITLE

Update On Cyber Security And Preventive Security Measures Taken By Information Technology

PURPOSE/ACTION REQUESTED

Provide an update on cyber security landscape and preventive measures being taken by Information Technology.

SUMMARY

Cyber security refers to how individuals and organizations reduce the risk of cyber-attack. Its core function is to protect the devices we all use and the services we access, both online and at work, from theft or damage. It's also about protecting the vast amounts of data we access from cyber-attacks or compromise, which could disrupt businesses and cause financial loss or reputational damage.

Information Technology staff will present an update on the cyber security landscape including risks, lessons learned from the City of Saint Paul cyber incident, current preventive measures and challenges.

A strategic roadmap will be presented to the Board to outline the direction that Information Technology would like to move to best protect our systems.

Staff will also provide an overview on phishing emails, the reporting system, and review process for emails sent to the County.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

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

RESOLUTION

Information only; no action requested.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

Attachment: Presentation Slides

BOARD GOALS

- ☐ 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: David Senn



Information Technology Cybersecurity and Preventive Security Measures

Presented by
David Senn, Sr. Information Security Analyst, Information Technology
September 9, 2025

Agenda



1. Recent victims in Minnesota
2. Dakota County response City of St Paul's Incident
3. Dakota County strategic plan
4. Simulated phishing email program



Key Takeaways



- Cyber incidents on the rise
- Bad actors targeting govt sectors
- There is no easy solution
- Staff are the last line of defense



Recent Victims in Minnesota



June 2025

Mower County – Ransom Paid

- Records Management System locked/inaccessible
- HIPAA data stolen Roughly 500 residents impacted
- Systems impacted for 4 weeks

July 2025

City of St Paul – Ransom Not Paid

- Department drive from Parks and Recreation stolen and leaked
- Systems inaccessible for 3 weeks
- Employees forced to take Flex Leave
 - ✓ Augmented staff with National Guard
 - ✓ Rebuilt the environment from backups
 - ✓ Implemented advanced cybersecurity software on devices



Dakota County Response



- Activated Information Security **Incident Response Team** (ISIRT)
- Performed detailed **log analysis**
- Enhanced **email filtering**



Dakota County Strategic Plan



- April 30, 2025 – Completed tabletop (**simulation**) exercise
- Engaging in ongoing **collaboration** with State and Federal partners
- Monitoring the constantly evolving threat landscape which requires evolving **countermeasures**



Simulated Phishing Email Program



- **Expanded phishing program** starting Aug 1, 2025
 - Testing staff with a simulated phishing email once **every 2 weeks**
 - Implemented enhanced **consequences** for failing a simulated email
- Added an email **reporting button** to Outlook on the Web



Key Takeaways



- Cyber incidents on the rise
- Bad actors targeting govt sectors
- There is no easy solution
- Staff are the last line of defense





QUESTIONS &

COMMENTS



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4800

Agenda #: 9.1

Meeting Date: 9/9/2025

DEPARTMENT: Service and License Centers

FILE TYPE: Regular Action

TITLE

Authorization To Discontinue Participation In Same-Day Issuance Pilot At Lakeville License Center

PURPOSE/ACTION REQUESTED

Authorize the Service and License Center Director to work with the Commissioner of the Department of Public Safety to discontinue participation in the same-day issuance pilot at Lakeville License Center.

SUMMARY

Legislation was passed in the 2021 First Special Session establishing a pilot project for the same-day issuance of standard (non-REAL ID) credentials in Lakeville and Moorhead driver's license agencies. Lakeville License Center has been participating in the Same-Day Issuance (SDI) pilot since October 1, 2022. To date, the Lakeville License Center has issued approximately 38,000 SDI credentials. Overall, the technical and operational aspects of the pilot have gone well. However, customers report dissatisfaction with the quality and security features of the SDI credentials. Businesses have also reached out expressing their frustrations regarding the inconsistent appearance of the SDI card. Often, customers will incur additional cost by requesting a duplicate card be sent to them via central issuance to escape the challenges (approximately 3.5% or over 1,300 customers).

The Minnesota Department of Public Safety Driver and Vehicle Services (DVS) submitted a report on the SDI pilot to the Legislature in January 2024 (Attachment). Within the report, DVS explains the challenges and their reasoning for not recommending the project for expansion. DVS shared that the SDI technology limitations cannot produce the same card features of a centrally issued card, document verification is less robust and addresses cannot be verified when issued over the counter.

While the legislature provided clear direction to establish the pilot, they have not given any further direction on expansion to other locations, appropriations for improvements or direction to end the pilot. As the only metro location providing the SDI credentials, the SDI service has overwhelmed the Lakeville License Center. This regional demand is also causing customers the inability to obtain other services offered at this location such as Real/Enhanced credentials, motor vehicle, vital records, etc.

Without solutions to address these challenges, staff recommend our participation in the SDI pilot at our Lakeville License Center be discontinued. If County Board authorization is granted, staff will work with DVS and our Communications team to develop a communications plan to notify customers.

RECOMMENDATION

Staff recommends the County Board authorize the Service and License Center Director to work with the Commissioner of the MN Department of Public Safety to discontinue participation in the Same-Day Issuance pilot at the Lakeville License Center.

EXPLANATION OF FISCAL/FTE IMPACTS

Any revenue lost from discontinuing the issuance of Same-Day credentials will be mitigated by the completion of additional and alternative transaction demands.

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

RESOLUTION

WHEREAS, in the 2021 First Special Session, the Legislature directed in Chapter 5, Article 4, section 141 that the Commissioner of Public Safety conduct a same-day driver's license pilot project for participating driver's license agents in the cities of Lakeville and Moorhead; and

WHEREAS, Lakeville License Center has been participating in a same-day issuance pilot project since October 1, 2022; and

WHEREAS, the pilot allows customers to obtain a standard driver's license, identification card or permit same day; and

WHEREAS, customers and businesses have reported dissatisfaction with the same-day issued card; and

WHEREAS, in the 2024 Report submitted to the Legislature, the Department of Public Safety Driver and Vehicle Services is not recommending expansion of the pilot; and

WHEREAS, due to the inconsistent security features between the same-day issued credentials and centrally issued credentials, the diminished document verification and no address verification, the absence of a plan to improve the consistency between both types of cards and recommendation from the Department of Public Safety Driver and Vehicle Services to not expand the pilot, staff recommend the pilot be discontinued at the Lakeville License Center.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Service and License Center Director to work with the Commissioner of the Department of Public Safety to discontinue participation in the same-day issuance pilot at Lakeville License Center.

PREVIOUS BOARD ACTION

22-067; 2/22/22

ATTACHMENTS

Attachment: DVS 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

CONTACT

Department Head: Kasha McLay

Author: Kasha McLay



Department of Public Safety Driver and Vehicle Services

Report on Same-day Issuing of Driver's Licenses and ID Cards at Two Pilot Locations

January 2024

Contents

Report on Same-day Issuing of Driver’s Licenses and ID Cards at Two Pilot Locations	1
Executive Summary	3
Description of Project	3
Data on Number of Cards Issued.....	6
Feedback from Driver’s License Agents.....	6
DVS Recommendations	7
Appendix A	9

Executive Summary

The same-day issuance pilot project is an initiative of the 2021 Minnesota legislature for the Department of Public Safety Driver and Vehicle Services division (DVS). The purpose of the pilot project is to provide same-day issuance (also referred to as over-the-counter printing) of driver's licenses and ID cards the same day for eligible customers who apply at two driver's license agent locations. The service became available to the public on Oct. 1, 2022.

In June 2021, the legislature appropriated \$2,229,000 in FY22 and \$155,000 in FY23, for a total of \$2,384,000. The legislature required DVS to submit a legislative report by Jan. 1, 2024. This report will include:

- A description of the project.
- A count of the number of driver's licenses, instruction permits, and identification cards processed as of Oct. 1, 2022.
- Feedback from the driver's license agents at the two pilot locations.
- A recommendation from DVS about whether the pilot project should be expanded statewide.

One year into the pilot project, the two offices have printed 22,856 over-the-counter cards.¹ Customers are pleased to be able to get a driver's license or identification card the same day; however, many have reported problems with banks, airports, retail stores and other locations refusing to accept the cards.

Description of Project

The legislation specified that the cities of Lakeville and Moorhead take part in the pilot project. The Dakota County Lakeville License Center and the Clay County Department of Motor Vehicles agreed to participate. Both of these locations are driver's license agents operated by county governments. DVS developed and executed a memorandum of understanding with both offices.

Same Day Issuing Process

The same-day issuance process differs from the normal issuance process in several ways. In the same-day process, after the counter staff at the pilot location reviews the customer's application documents and completes an issuance application in MNDRIVE, the system places the issuance review case at the top of the queue and DVS issuing staff immediately review it. Normally, issuing staff review applications on a first come, first served basis.

If an issuer at one of the pilot offices has a question or concern about a same-day customer's document(s), they will post a question in a Microsoft Teams chat. Each pilot office has its own

¹ For comparison, 829,044 standard class D driver's licenses and ID cards were printed through the centralized issuance process from Oct. 1, 2022 and Oct. 1, 2023.

Teams chat. The driver's license agents, DVS driver services liaison agents, and issuing leads and supervisors have access to the chat. The Lakeville office is open until 7 p.m. on Wednesdays. DVS adjusted the schedule of one issuing lead, two issuers and one driver services liaison to work an 11 a.m. – 7:30 p.m. shift once per week to be available to answer questions or address any issues. If the problem cannot be resolved at that time, the application is canceled and the customer receives a letter over the counter about next steps. If the problem can be resolved, and the issuer approves the application, and the counter staff prints the card.

In the normal workflow of processing a non-same-day issuance driver's license or identification card, if the counter staff can complete the application in MNDRIVE, the customer receives a temporary paper document, including a photo of the customer. The temporary card expires in 120 days. At most office locations, a customer can request an expedited review for a \$20 fee. The card will be delivered via UPS within ten business days. If an issuer has a question or concern about a document, the customer will receive a letter in the mail. They can submit other documents online to resolve the issue, but in some cases, they must return to an office.

Expenditures

DVS contracted with a security consultant who visited each office, developed a list of recommended alterations, and did a final walk-through of the changes. The pilot offices were required to make modifications to their physical office space to secure the card printers and card printing materials, which are known as "consumables." Lakeville's total cost to remodel their office was \$77,000; Moorhead's total cost was \$8,924. The legislature did not appropriate money to the pilot locations to remodel their offices. The pilot offices paid for the remodeling. However, legislative funding did cover necessary security equipment such as shredders and safes.

Fast Enterprises provides software development for the MNDRIVE database. Developers worked on process flow changes, interface adaptations, and building new reports.

Idemia is the DVS card-printing vendor. They have an over-the-counter card printing solution that is used in other states. DVS negotiated a contract amendment with Idemia to:

- Design new same-day driver's licenses and ID cards.
- Provide training and access to an inventory database system for ordering, tracking, receiving and auditing consumables.
- Provide training to enroll customer photos and signatures, and to use and maintain card printers.
- Lease four printers, two for each pilot office.
- Modify front- and back-office workflows to provide over-the-counter issuance.
- Provide project management and customer support for one year.

The cost of the contract amendment with Idemia was \$2,000,000. DVS paid \$350,000 in FY22, and \$1,650,000 in FY23. A summary of the amount spent under the legislative appropriations is listed in Figure 1.

Figure 1. Summary of dollars spent of legislative appropriations.

Description	Cost
Project manager	\$12,184
Three paper/card shredders	\$1,198
Two safes	\$3,179
Idemia	\$2,280,868
Total:	\$2,297,706

A summary of the costs not paid for under the appropriations is listed in Figure 2. The total cost of the project to date is \$2,594,153.

Figure 2. Other expenses not covered under the appropriations.

Description	Cost
Security consultant	\$12,250
Project manager	\$198,273
Remodeling costs	\$85,924
Total	\$296,447

Communications

DVS developed a communication strategy to inform the public, deputy registrars, driver's license agents, hospitality industry, restaurant and beverage associations, financial institutions, law enforcement agencies, state agencies, neighboring states, the TSA, and others, about the launch of over-the-counter credentials. DVS created a "Just the Facts" sheet (see Appendix A) which was posted on the DVS website. The "Just the Facts" sheet provides details about where customers can apply for the over-the-counter cards, what types of cards are available and the differences between the regular, centrally issued cards, and the over-the-counter cards.

DVS leadership gave interviews to the media prior to the launch of the project. They answered questions and provided details about the pilot project and the same-day credentials. They attended launch events at the Dakota County Lakeville License Center and Clay County Department of Motor Vehicles on Oct. 2, 2022.

DVS leadership and the same-day project team have reoccurring meetings with leadership and staff of Dakota County Lakeville License Center and the Clay County Department of Motor Vehicles to discuss their issues and concerns.

Reporting and auditing

DVS exam regional supervisors for the two pilot offices visit each location once a month to perform an audit of the consumables. The regional supervisors have found persistent errors between the card count in MNDRIIVE, the card count in the Idemia tracking software (SIMS), and the physical count of cards in the offices. DVS worked with Idemia to find the reason for the discrepancies. Idemia made some changes to their inventory system, which improved the accuracy of the count. However, discrepancies still occur regularly.

Data on Number of Cards Issued

Oct. 1, 2022 – Oct. 1, 2023:

Total number of cards printed: 22,856

Driver's licenses: 17,317

Instruction permits: 1,879

Identification cards: 3,658

Motorized bicycle permits: 2

Customers who changed back to centrally issued card: 814

Feedback from Driver's License Agents

DVS sent a survey to driver's license agents (DLAs) at both pilot offices after one year to get their feedback on what has been going well, what has been challenging and what improvements they would recommend. Nine out of 14 people responded to the survey. Overall, they replied the project was going well.

DLAs appreciated the communication that went out prior to the roll out of the pilot project and the training they received for operating the equipment. They reported customers are happy to get credentials the same day; it is helpful for them to be able to get on an airplane or to apply for a job or services.

Challenges

Some customers have reported to pilot office staff that some bars, banks, car rental agencies, airports, etc. refused to accept the cards because they looked fake. DVS keeps a log of the problems that customers reported to the pilot locations:

- A restaurant where alcohol is served refused to serve a customer.
- A casino and bar in Mankato called law enforcement because the security features on the over-the-counter card were not the same as normal standard cards.

- A bar in another state refused to serve two customers who had same-day cards.
- Three banks refused to serve a customer.
- Transportation Security Administration and Minneapolis/St. Paul airport police questioned three customers and refused to accept their cards.
- In St. Paul, a customer was taken to a police station and fingerprinted.

The security features of the laminate can obscure the faces on the photo. Customers who are not satisfied with the over-the-counter cards are upset that they have to pay in full for a centrally issued card if they choose to replace it. The barcode on the cards do not have the customer's full name and date of birth, unlike the centrally issued cards. Suffixes initially did not print on the cards.

Other challenges include waiting several minutes for DVS staff to review the applications, not understanding the reason DVS is denying the application, instances where other offices have given their customers wrong information about same-day licenses and dealing with technical issues where the photo enrollment process freezes up.

Suggested improvements

Suggestions for making the process better included making the cards look more like centrally issued cards, improving community awareness of the pilot project, and extending the card options to include duplicates and renewals of REAL ID and enhanced IDs.

Other suggestions were having more staff at DLA offices and DVS headquarters, having DVS staff work past 4:30 p.m., adding more Twin Cities locations, doing the pilot program at larger offices, being able to know right away if a customer is not eligible and having technical issues fixed more quickly.

Other feedback

One responder said the state is sending mixed messages by offering non-compliant over-the-counter cards while also stressing the importance of getting a REAL-ID by 2025. Another responder thought the state should have provided enough funding to reimburse offices for remodeling.

DVS Recommendations

DVS does not recommend expanding the same-day licensing project statewide. Although the service meets a need for a certain segment of the population, DVS is concerned that issuing staff are not given time to thoroughly review the customer's documents. There is no way to verify the customer's address since the cards are not being mailed to their address. Photos of the customer cannot be verified against others in the database because that is an overnight process performed by Idemia. These concerns increase the potential for a card to be issued improperly.

DVS is also concerned that features on the cards are inconsistent with the centrally issued cards and have caused confusion, inconvenience, and even criminal investigation. The laminate obscures much of the customer's face, especially for customers with darker complexions. Hundreds of customers have returned to driver's license agent offices to replace their over-the-counter card with a centrally issued card, requiring them to pay the fees for a duplicate card.

DVS recommends the project be reconsidered. Seven other states provide over-the-counter credentials; this is down from 13 states in 2014. States that dropped the same-day cards cited concerns about fraud and a desire to move toward only offering federally compliant cards. The same-day process requires DVS staff to work outside of normal business hours. Expanding the project statewide could mean staff would be required to work more evenings and possibly weekends. The new AFSCME contract that went into effect August 16, 2023, requires employees working past 6:00 pm to be paid an additional \$2.25 per hour. The legislature would need to provide DVS with more funding if the project is to continue.



Driver and Vehicle Services Just the Facts

Same-Day Issue Standard Driver's Licenses/IDs

October 2022

Same-Day Issued Cards

Starting Oct. 3, 2022, you can get a standard class D Minnesota driver's license, permit or standard ID card issued on the day you apply at the Lakeville or Moorhead driver's license offices.

Where: Same-day cards are offered at:

- **Lakeville License Center**, 20085 Heritage Dr., Lakeville. Visit co.dakota.mn.us for office information.
- **Clay County Dept. of Motor Vehicles**, 420 Center Ave., Moorhead. Visit claycountymn.gov for office information.

Same-day cards are not available at other offices or exam stations.

What You Need to Know

- Only a standard class D driver's license, permit or standard ID card is available for same-day issue.
 - A standard card is accepted at most places as proof of name and date of birth.
 - A class D driver's license or permit allows you to operate a regular passenger vehicle or a light truck.
- Same-day cards are **not available** for commercial driver's licenses or permits, REAL ID or enhanced driver's licenses, permits or ID cards.
- You will need to downgrade to a standard card if you have a REAL ID or enhanced driver's license or ID and want a new card the same day.
- If you are about to turn 21, you can only apply for a same-day issued card on or after the day you turn 21.
- A same-day issued card and a traditionally issued card require first-time applicants to provide one primary and one secondary proof of identification document. Visit drive.mn.gov and select Driver's License and Options from the DVS Information panel for a list of acceptable documents.
- There is no additional fee for same-day issued cards. Visit drive.mn.gov for fees.

About the Pilot Project

Oct. 3, 2022- June 30, 2023

The project is limited to two driver's license offices.

Only standard class D driver's licenses and permits, and standard ID cards can be issued on the same day an application is submitted.

Reference: Laws of Minnesota 2021, 1st Special Session. Chapter 5, Article 4, section 141.

Important: Federal enforcement of REAL ID begins May 3, 2023.

Starting May 3, 2023, Minnesotans will need **one** of the following to board a domestic flight or enter certain federal facilities:

- A REAL ID driver's license or identification (ID) card
- An enhanced driver's license or ID card
- A REAL ID-compliant document like a valid U.S. passport, valid foreign government issued passport, unexpired permanent resident card, or unexpired employment authorization document. Visit tsa.gov/real-id for complete list.

For more information, visit REALID.DPS.MN.gov



The Transportation Security Administration will not accept standard driver's licenses or ID cards starting May 3, 2023.

SAME-DAY DRIVER'S LICENSE OR ID CARD

Same-day issued cards have a slightly different look and feel than traditionally issued cards due to the card stock and laminate used in the printing process. The same-day issued cards are less flexible.

The back of the cards will appear the same.

- The barcode at the top of same-day cards is shorter than on the traditional card and does not include the cardholder's driver's license number.
- The information contained in the magnetic stripe and the barcode at the bottom of the card is identical for same-day and traditional cards.
- Endorsements and restrictions are the same on both cards.

Same-Day Card



1. Ghost image of photo is in color.
2. There is no canoeist.
3. Date of birth appears on the card only once.
4. Does not include the laser-perforated walleye.
5. Issue date cannot be before Oct. 1, 2022
6. Location of the shoreline on the background appears vertically on under 21 cards, not the bottom.

Traditional Card



- Ghost image of photo is black and white
- There is a canoeist.
- The shoreline always appears at the bottom of the card.
- Date of birth appears on the card twice.
- Includes laser-perforated walleye image.

Contact us by email at dvs.driverslicense@state.mn.us or call 651-297-3298 if you have any questions.
Visit drive.mn.us for more information.



Same-Day Issuance (SDI) Pilot Project at Lakeville License Center

General Government & Planning Committee Meeting
September 9, 2025

Background



- Began October 1, 2022
- Two locations statewide – Lakeville & Moorhead
- Allows customers to obtain a Standard DL, ID or permit same day

How its going



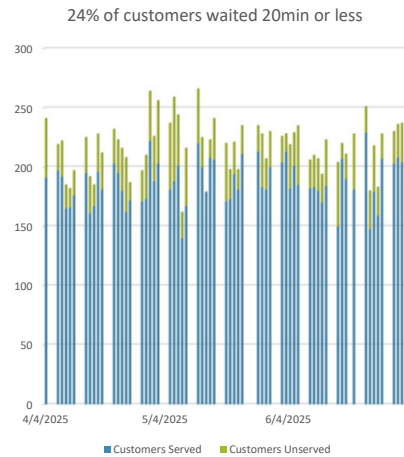
- Lakeville has processed approximately 38,000 SDI credentials since inception
 - Moorhead has processed approximately 31,000
- Lakeville has processed approximately 26,000 REAL/EDL credentials during same timeframe
 - Burnsville has processed approximately 30,000 of each credential type during same timeframe

Challenges



- Frustrations from customers
 - Look of the card
 - Differences compared to centrally issued credentials
 - Must pay for duplicate
 - Customers often want to switch to a centrally issued credential (3.5% pay for replacement, 1,300 customers)
- DVS Concerns
 - No address/photo verification
 - leads to incorrect processed cards

Lakeville License Center Q2 2025

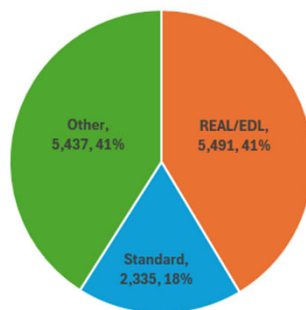


- Averages 187 customers/day
- Served 11,785 customers
- Turned away 31 customers/day on average (1,954 customers)
- Helped 86% of the customers that arrived for service

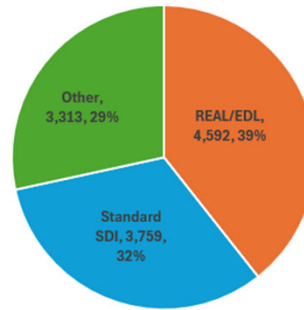
Comparing Transaction Types



Burnsville License Center Transactions
Q2 2025



Lakeville License Center Transactions
Q2 2025



Recommendation



- Recommending to end our participation
 - Inconsistencies with centrally issued cards
 - Technology limitations to improve SDI cards
 - DVS not recommending expansion to other offices
 - No guidelines from the Legislature
 - Only metro location – pushes out other services

Moorhead's Future



- Plan to keep the SDI service
- Pressures are not as high
 - Able to keep up with demand
 - LLC is only metro location – high demand

Questions & Next Steps



- With Board authorization work with DPS/DVS on a communications plan to end the pilot at Lakeville
- Questions?



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4841

Agenda #: 9.2

Meeting Date: 9/9/2025

DEPARTMENT: Elections

FILE TYPE: Regular Information

TITLE

Update On Voting Equipment Procurement

PURPOSE/ACTION REQUESTED

An update on the replacement of voting equipment will be provided.

SUMMARY

In March of 2025, Dakota County Board of Commissioners directed the Elections Department to move forward with executing cost-share agreements with election partners and initiate procurement of new voting equipment in anticipation of first utilizing the equipment at the August 11, 2026 State Primary Election. All 45 cities, townships, and school districts in Dakota County have signed and executed a cost share agreement to contribute their respective portions of the new voting equipment costs.

The Elections Department released an RFP on May 9, 2025, and five vendors submitted proposals in response in June. The Department elected to see demonstrations from four vendors; all of the vendors currently certified in the state of Minnesota.

Those demonstrations occurred in August and gave municipal clerks, election judges, and community members the opportunity to see how different systems work, ask questions, and provide feedback. Dozens of municipal clerks, their deputies and election judges were in attendance. We also invited accessibility advocacy groups and members of the disability community and had voters with visual and hearing impairments attend demonstrations.

The input gathered will help guide our recommendation on which equipment best meets the needs of our voters and communities.

Updating this equipment now ensures that our elections continue to be secure, accurate, and efficient, while also meeting modern accessibility standards required by law.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

- | | | |
|--|---|--------------------------------|
| <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

Information only; no action requested.

PREVIOUS BOARD ACTION

25-142; 3/25/25

ATTACHMENTS

Attachment: Presentation Slides

BOARD GOALS

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

CONTACT

Department Head: Michelle Blue

Author: Michelle Blue



Voting Equipment Procurement Update

Michelle Blue
Elections Director

Replacement Timeline



- March – Board Direction to move forward with cost-share agreements
- April – Began working with County IT, Finance/Contracts on RFP and vendor requirements
- May – Released RFP
- June – Five vendors submitted proposals
- August – Four vendors conducted demonstrations (all currently certified in MN)

Demonstrations



- Clerks from every large city participated
- Dozens of municipal clerks, deputies, election judges
- Members of the disability community and voters who were blind and/or hard of hearing



Equipment Certification Process



- State determines time, place, and manner of elections (in US Constitution)
- State law (M.S. § 206.57) requires an electronic voting system to be certified by the Secretary of State and tested by an accredited testing authority or tested by a federal agency (i.e. the EAC)



Election Administration



- Elections are run by local clerks (cities, townships, school districts)
- All voting on paper ballots
- Publicly test every ballot, every contest, every candidate before every election
- Post-election review after every general election
- These certified and tested pieces of equipment are proven to be faster, more accurate, and less costly than hand counting

Absentee Voting



- In place since Civil War
- Essential for:
 - military service members
 - voters with health/ mobility considerations, limited transportation
 - students, those away from home
 - shift workers, caregivers, and more
- Over 130,000 voters in Dakota cast their ballot before election day in 2024

Nov 2025 Elections



School District	Cities and Townships included in(in whole or part)	Type of Election
ISD 192 - Farmington Area Public Schools	Empire, Farmington, Lakeville, and townships of Castle Rock, Eureka, Hampton, and Vermillion	Special Election for Referendum
ISD 194 - Lakeville Area Schools	Burnsville, Eureka Twp, Lakeville	Special Election for Referendum, Special Election for Board Member
ISD 196 - Rosemount/ Apple Valley/ Eagan	Apple Valley, Burnsville, Coates, Eagan, Empire, Farmington, Inver Grove Heights, Lakeville, Rosemount, Vermillion Twp	Regular General Election, Special Election for Board Member, Special Election for Referendum
ISD 200 – Hastings Public Schools	Hastings, Hampton, Miesville, New Trier, Rosemount, Vermillion, and townships of Douglas, Hampton, Marshan, Nininger, Ravenna, Vermillion	Special Election for Board Member
ISD 252 – Cannon Falls Area Schools	Townships of Douglas and Randolph	Special Election for Referendum

Election Calendar



- Absentee voting begins Sept 19
 - Hastings/ADC
 - Western/WSC
 - All School District Offices
- Find your polling place, look up your sample ballot and more at [MNVotes.gov](https://mnvotes.gov)



Any questions?



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-4877

Agenda #: 12.1

Meeting Date: 9/9/2025

Adjournment