

**DAKOTA COUNTY  
ADMINISTRATION/FINANCE/POLICY COMMITTEE OF THE WHOLE**

**Meeting Minutes**

**June 2, 2009**

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

- 1. Call To Order And Roll Call.** Commissioner Thomas A. Egan, Chair of the Administration/Finance/Policy (AFP) Committee of the Whole, called the meeting to order at 10:26 a.m. Roll was called with the following members present:

Commissioner Joseph A. Harris, District 1  
Commissioner Kathleen A. Gaylord, District 2  
Commissioner Thomas A. Egan, District 3  
Commissioner Nancy Schouweiler, District 4  
Commissioner Liz Workman, District 5  
Commissioner Paul J. Krause, District 6  
Commissioner Willis E. Branning, District 7

*Others present included:*

Brandt Richardson, County Administrator  
Karen Schaffer, County Attorney's Office

Kelly Olson, Sr. Administrative Coordinator

- 2. Audience.** Commissioner Egan asked if there was anyone in the audience who wished to address the Committee of the Whole on an issue not on the agenda or to discuss an item on the consent agenda. No one appeared.
- 3. Approval Of Agenda.** On a motion by Commissioner Gaylord, seconded by Commissioner Schouweiler, the agenda was approved.
- 4. Introduction Of New Employees.** There were no new employee introductions.

**CONSENT AGENDA**

On a motion by Commissioner Branning, seconded by Commissioner Workman, the consent agenda was unanimously approved as follows:

- 5. Approval Of Minutes** of meeting held on May 5, 2009.

- 6.1 Authorization To Upgrade County Video Conferencing System.**

WHEREAS, the Dakota County communications network is essential to the conduct of County business; and

WHEREAS, equipment and software used to support the County's video conferencing capabilities are obsolete and less effective than desired; and

WHEREAS, Information Technology staff requested quotes from four state contract video conferencing service providers; and

WHEREAS, Tandberg was selected as the best provider of equipment and software; and

WHEREAS, Tandberg software and associated hardware to upgrade the system and maintain support are available from the State of Minnesota contract through Video Guidance.com, Inc., an authorized Tandberg reseller; and

WHEREAS, funding is available from the Technology Major Equipment Fund (\$100,000) and Countywide BIP (\$225,000).

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of Operations, Management and Budget to execute an agreement with Video Guidance.com, Inc. to purchase video conferencing equipment and software, through State of Minnesota Contract number 433290, at a total cost not to exceed \$325,000, including sales tax, subject to approval as to form by the County Attorney's Office.

#### REGULAR AGENDA

- 7.1 **Review Of Community Development Agency Budget For Fiscal Year Ending June 30, 2010.** Dakota County Community Development Agency (CDA) Executive Director Mark Ulfers introduced this item and provided an overview of the Fiscal Year 2010 CDA budget. Mr. Ulfers responded to questions regarding comparisons of projects in Dakota County to other counties, comparison of current projects to those completed in previous years, participation in liveable communities, and impact of current economic conditions on rental payments. This item was for information only; no action was taken.
- 8.1 **2008 Investment Report.** Cash Management Manager Pam Mattila and Property Taxation and Records Director Joel Beckman introduced this item and responded to questions from the Commissioners. Financial Services Director Matt Smith also responded to questions from the Board regarding investing in bonds. This item was information only; no action was taken.
9. **County Administrator's Report.** The County Administrator had no report.
10. **Adjournment.** On a motion by Commissioner Schouweiler, seconded by Commissioner Harris, the meeting was adjourned at 11:17 a.m.

Respectfully submitted,

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Kelly D. Olson  
Senior Administrative Coordinator to the Board