

AGENDA

Dakota County Board of Commissioners Administration/Finance/Policy Committee of the Whole

January 4, 2011

9:30 a.m.

(or following Regional Railroad Authority Meeting)

Conference Room 3A, Third Level, Administration Center, Government Center, Hastings, MN

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)

4. Introduction Of New Employees

CONSENT AGENDA

5. Approval Of Minutes of meeting held December 14, 2010 2

6. Operations, Management And Budget

- 6.1 *Office Of Planning And Analysis* – Authorization To Execute Joint Powers Agreement For Multi-County Residential Opinion Survey Project..... 5
- 6.2 *Office Of Planning And Analysis* – Authorization To Execute Contract With National Research Center For Residential Survey Project..... 9

REGULAR AGENDA

7. Physical Development

- 7.1 *Parks And Open Space* – Authorization To Execute Memorandum Of Understanding Between Dakota County Sheriff's Office And Parks And Open Space Department For Park Patrol Services 11

8. County Administrator's Report

9. Adjournment

The next scheduled meeting is Tuesday, February 1, 2011, at 9:30 a.m.
in Conference Room 3A, Administration Center, Government Center, Hastings

For more information, call 651-438-4417.

Dakota County Administration/Finance/Policy Committee of the Whole meeting agendas are available online at
<http://www.co.dakota.mn.us/CountyGovernment/CountyBoard/AFPCalendar/default.htm>

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

Meeting Minutes

December 14, 2010

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

1. **Call To Order And Roll Call.** Commissioner Nancy Schouweiler, Chair of the Administration/Finance/Policy (AFP) Committee of the Whole, called the meeting to order at 11:28 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 Schouweiler 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 Harris, the agenda was approved.
4. **Introduction Of New Employees.** Criminal Justice Information Integration Network (CJIIN) Manager Mary Cerkvenik introduced Emmanuel Amenuvor, CJIIN Systems Analyst.

CONSENT AGENDA

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

5. **Approval Of Minutes** of meeting held on November 2, 2010 and November 9, 2010.

- 6.1 **Renewal Of Blue Cross Active Living Contract**

WHEREAS, the Dakota County Board of Commissioners acts as the Community Health Board and has responsibility to prevent disease and disability and to promote and protect the health and safety of county residents; and

WHEREAS, Blue Cross and Blue Shield of Minnesota has made a long-term commitment to reduce risk factors for heart disease and cancer by addressing their root causes, including physical inactivity and unhealthful eating; and

WHEREAS, Dakota County has partnered with Blue Cross and Blue Shield of Minnesota since 2006 to improve the built environment to give residents a full range of transportation options; and

WHEREAS, Dakota County applied for and has received from Blue Cross and Blue Shield of Minnesota funding to improve residents' opportunities for daily physical activity through promotion, programs, policy, and planning; and

WHEREAS, on July 22, 2008 (Resolution No. 08-347), the Dakota County Board of Commissioners approved the execution of the current contract with Blue Cross and Blue Shield of Minnesota to conduct active living work in Dakota County; and

WHEREAS, the Physical Development Committee of the Whole reviewed the workplan proposal, Blue Cross Blue Shield of Minnesota approved of the workplan and community partners approved of the workplan; and

WHEREAS, it is a requirement of the grant that the County commit 0.5 FTE to the project.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Chair of the County Board to execute the 2011 schedule of the active living contract with Blue Cross and BlueShield of Minnesota from January 1, 2011 to December 31, 2011, and to accept funding for this period in the amount of \$125,000, subject to the approval of the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That 0.5 FTE from the Office of Planning and Analysis shall be dedicated to the active living project for the duration of the contract.

REGULAR AGENDA

- 8.1 Final Report On Work Of Living Longer And Stronger In Dakota County (Aging Initiative).** Management Analyst Jane Vanderpoel introduced Beth Wiggins, DARTS, to present this item. Community Services Director Kelly Harder presented information regarding the continuation of the work of Living Longer and Stronger in Dakota County. This item was for information only; no action was requested.

The meeting was recessed at 12:00 p.m. The meeting reconvened at 1:03 p.m. with all members present.

- 9.1 Update On Mississippi River Corridor Critical Area Rulemaking.** Physical Development Director Lynn Thompson and Vermillion Watershed District Administrator Mark Zabel presented this item and introduced staff from the Minnesota Department of Natural Resources, who responded to questions from Committee members. This item was for information only; no action was requested.
- 9.2 Update On Continuing Park Patrol Services By Dakota County Sheriff's Office.** Parks and Open Space Director Steve Sullivan and Chief Deputy Sheriff Tim Leslie presented this item. This item was for information only; no action was requested.
- 7.1 Amendment Of County Board Operating Rules And Guidelines.** Senior Administrative Coordinator Kelly Olson presented this item.

Commissioner Krause moved, and Commissioner Branning seconded to approve the resolution as presented:

BE IT RESOLVED, That the Dakota County Board of Commissioners hereby amends the County Board Operating Rules and Guidelines as presented to the Administration/Finance/Policy Committee of the Whole on December 14, 2010; and

BE IT FURTHER RESOLVED, That these amendments shall be effective on January 4, 2011.

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nays none

- 11. County Administrator's Report.** The County Administrator had no report.
- 10. Adjournment.** On a motion by Commissioner Harris, seconded by Commissioner Krause, the meeting was adjourned at 2:06 p.m.

Respectfully submitted,

Kelly D. Olson
Senior Administrative Coordinator to the Board

6.1 - Authorization To Execute Joint Powers Agreement For Multi-County Residential Opinion Survey Project

Meeting Date: 1/4/11
Item Type: Consent-Action
Division: OPERATIONS, MANAGEMENT, AND BUDGET
Department: Office Of Planning And Analysis
Contact: Heidi Welsch Telephone:651-438-4610
Prepared by: Jane Vanderpoel
Reviewed by: N/A N/A

Fiscal/FTE Impact:
 None
 Amount included in current budget
 Budget amendment requested
 FTE included in current complement
 New FTE(s) requested
 Other

PURPOSE/ACTION REQUESTED

To authorize execution of a Joint Powers Agreement with Scott, Anoka and St. Louis Counties to implement a shared residential survey.

SUMMARY

Dakota County Commissioners have directed that a scientifically valid public opinion survey be conducted on a biennial cycle for two decades. The surveys gather objective information about residents' perceptions of quality of life, quality of services provided, and their satisfaction with county government. The survey also allows residents to share their priorities for community planning and their expectations for resource allocation.

Dakota County staff collaborated with staff in other counties for the 2004, 2006 and 2008 surveys. Collaborating lowers costs and improves the utility of the survey by providing comparable data and information across organizations. Budget cuts resulted in all past and potential partners being unable to participate in a survey scheduled to be completed in 2010. Rather than conduct the survey alone, Dakota County chose to delay the project for a year with hopes that previous and/or new partners could join the survey in 2011.

In 2011, Dakota, Scott, Anoka and St. Louis counties propose to survey residential households in the four counties in order to assess residential opinions and the performance of county government. The Dakota County Commissioners received an informational update on the Residential Survey Project at the October 12, 2010 meeting of the Administration/Finance/Policy Committee (AFP).

The 2011 Residential Survey Project will be a partnership between the counties. Dakota County will be the fiscal agent for the survey project and will manage the contract with the survey consultant, National Research Center of Boulder, Colorado. A Joint Powers Agreement (attached) sets out the conditions and responsibilities for the survey project between the consultant and the four counties. This JPA is similar to one prepared by the Dakota County Attorney's Office staff and used for three previous survey projects (2004, 2006, 2008), and has been prepared and reviewed by the County Attorney's Office.

Mailed surveys will be sent to 2,100 (300 per district) randomly selected residential addresses in each county, with an expectation that more than one-third of them will be returned (100-140 per district). The surveys will use a set of "common" questions, as well as a small number of questions unique to each county. Question development is currently underway in all four counties, and is being accomplished with assistance of division staff (and representatives of the County Attorney and County Sheriff) in Dakota County.

The proposed survey instrument will be reviewed by the Board of Commissioners in February 2011 and will be in the field later that month. Analysis will be completed and reports sent to the four partner counties in May 2011.

EXPLANATION OF FISCAL/FTE IMPACT

The total cost of the joint survey project will not exceed \$100,000. Dakota County's cost is expected to be under \$25,000. Costs will be apportioned according to a county's population, length of the survey, type of questions used, and amount of analysis requested of the consultant. This amount is included in the current OPA budget.

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RESOLUTION

Authorization To Execute Joint Powers Agreement For Multi-County Residential Opinion Survey Project


WHEREAS, Dakota, Scott, Anoka and St. Louis counties propose to survey residential households in the four counties in order to assess residential opinions and the performance of county government; and

WHEREAS, the counties have agreed to collaborate on a joint Residential Survey in 2011, selecting the National Research Center, Inc. to conduct the survey and compile results; and

WHEREAS, Dakota County will act as the fiscal agent for the joint survey, executing and managing the contract with the National Research Center, Inc.; and

WHEREAS, the counties must enter into a joint powers agreement in order to carry out the Residential Survey initiative.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Administrator to execute a joint powers agreement with Scott, Anoka and St. Louis Counties to conduct a residential survey of households in the four counties and to analyze the results, substantially as presented on January 4, 2011, subject to approval by the County Attorney's Office as to form.

Administrator's Comments:	Reviewed by (if required):
<input checked="" type="checkbox"/> Recommend Action <input type="checkbox"/> Do Not Recommend Action <input type="checkbox"/> Reviewed--No Recommendation <input type="checkbox"/> Reviewed--Information Only <input type="checkbox"/> Submitted at Commissioner Request	<input checked="" type="checkbox"/> County Attorney's Office <input checked="" type="checkbox"/> Financial Services <input type="checkbox"/> Risk Management <input type="checkbox"/> Employee Relations <input type="checkbox"/> Information Technology
 County Administrator	<input type="checkbox"/> _____

JOINT POWERS AGREEMENT FOR CONDUCT OF RESIDENTIAL SURVEY IN ANOKA, DAKOTA, ST. LOUIS, AND SCOTT COUNTIES

The Agreement is entered into among the following units of government, by and through their respective governing bodies:

County of Anoka
County of Dakota
County of St. Louis
County of Scott

Individually and collectively, the units of government to this Agreement are referred to as Parties to the Agreement.

RECITALS

WHEREAS, pursuant to Minnesota Statutes § 471.59, two or more governmental units, by agreement entered into through action of their governing bodies, may jointly exercise any power common to the contracting governmental units; and

WHEREAS, under Minnesota law counties are empowered to conduct a residential survey within their geographic boundaries for the purpose of gathering objective information regarding residents perceptions of the quality of life, the quality of government services being provided, their satisfaction with county government, their priorities for community planning and their expectations for allocation of county resources; and

WHEREAS, the Parties wish to jointly engage in the conduct of a residential survey for the mutual benefit of all Parties; and

WHEREAS, each Party represents that it is duly qualified and authorized to enter into this Agreement and will comply with its respective obligations and responsibilities as set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and undertakings contained herein and subject to the provisions of Minn. Stat. § 471.59 and all other applicable statutes, rules and regulations, the Parties agree as follows:

1. Purpose. The purpose of this Agreement is to authorize the conduct of a scientifically valid residential survey within the geographical area of the Parties by a qualified research consultant and the preparation of analysis of the results of the survey for the Parties and each of them.
2. Term. This Agreement shall be effective upon execution by all of the Parties and shall continue until terminated as provided in Paragraph 6. No Party may withdraw from this Agreement prior to its termination pursuant to Paragraph 6.
3. Powers and Duties of the County of Dakota. The parties agree that, on behalf of the Parties and each of them, the County of Dakota shall enter into an independent consulting contract with National Research Center, Inc., of 3005 30th Street, Boulder, CO 80301. The contract shall require that National Research Center, Inc., provide the following services:
 - prepare and conduct a scientifically valid survey of 500 households located in Scott County, 700 households in Dakota County, 700 households in Anoka County, and 700 households in St. Louis County.
 - prepare an analysis for each of the Parties on the findings of the residential survey, including a description of survey methodology, comparisons within the geographic area of each Party, and comparison's with each Party's previous surveys conducted by National Research Center, Inc. (if any).

- supply each Party with the survey data from the Party's geographic area, in an electronic format selected by each Party.
- through personnel of the County of Dakota exclusively, consult with the Parties with respect to preparation, design and final approval of the survey instrument.
- provide regular oral and written reports to each Party as to the progress of the residential survey at the following benchmarks: final approval of the survey instrument; initiation of the administration of the survey in order to allow observation of the pre-testing, completion of the survey, completion of the analysis, and transfer of the data in an electronic format.
- provide a printable formatted electronic file of the final report for each Party to each Party, in a format selected by each Party.
- prepare a PowerPoint presentation that may be provided in person or by video conference to the county board of commissioners for each Party.

The contract shall also provide that the fees and reimbursables for the contract shall not exceed One Hundred Thousand and no/100 Dollars (\$100,000.00).

4. Cost Share. The Parties agree to share the costs of the contract with National Research Center, Inc. proportionately based upon total households surveyed. Each Party's cost share shall not exceed \$22,000 (County of Scott) or \$25,000 (County of Dakota and County of St. Louis and County of Anoka). The Parties agree to pay their cost share amounts to the County of Dakota within 30 days of notification of the County of Dakota that the contract with National Research Center, Inc. has been executed. Contract costs exceeding \$97,000 but less than \$100,000, if any, will be shared proportionately.
5. Termination. This Agreement shall be terminated upon occurrence of one of the following events, whichever occurs first:
 - (a) On July 31, 2010; or
 - (b) By consent of all Parties; or
 - (c) Upon notification by County of Dakota that all of the Consultant services required in the contract have been satisfactorily completed.
6. Disposition of Property and Funds. At such time as this Agreement is terminated, any property interest remaining with the Parties shall be disposed of and the proceeds of the property shall be returned to the Parties in proportion to their contributions.
7. Data Practices. Pursuant to Minnesota Statutes, Chapter 13, the Parties agree to manage the data created, received, and maintained in connection with this Joint Powers Agreement according to the statutory provisions applicable to the same.
8. Amendments. This Agreement may be amended at any time by agreement of all Parties. Such amendments are not effective unless approved by all Parties in writing.
9. Counterparts. This Agreement may be executed in four or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

6.2 - Authorization To Execute Contract With National Research Center For Residential Survey Project

Meeting Date: 1/4/11
Item Type: Consent-Action
Division: OPERATIONS, MANAGEMENT, AND BUDGET
Department: Office Of Planning And Analysis
Contact: Heidi Welsch Telephone:651-438-4610
Prepared by: Jane Vanderpoel
Reviewed by: N/A N/A

Fiscal/FTE Impact:
None
[X] Amount included in current budget
Budget amendment requested
FTE included in current complement
New FTE(s) requested
Other

PURPOSE/ACTION REQUESTED

To recommend approval of, and authorize entering into, a contract for services with the National Research Center of Boulder, Colorado to conduct a scientifically valid residential survey for Dakota County and its three county partners: Scott, Anoka and St. Louis counties.

SUMMARY

Dakota County Commissioners have directed that a scientifically valid public opinion survey be conducted on a biennial cycle for two decades. Dakota County staff collaborated with staff in other counties for the 2004, 2006 and 2008 surveys. Collaborating lowers costs and improves the utility of the survey by providing comparable data and information across organizations. The surveys gather objective information about residents' perceptions of quality of life, quality of services provided, and their satisfaction with county government. The survey also allows residents to share their priorities for community planning and their expectations for resource allocation.

In 2011, Dakota, Scott, Anoka and St. Louis counties propose to survey residential households in the four counties in order to assess residential opinions and perceptions of county residents regarding county government performance. The Dakota County Commissioners received an informational update on the Residential Survey Project at the October 12, 2010 meeting of the Administration/Finance/Policy Committee (AFP).

The 2011 Residential Survey Project will be a partnership between the four counties. Dakota County will be the fiscal agent for the survey project and will manage the contract with the survey consultant, National Research Center of Boulder, Colorado. Costs for the survey will be apportioned according to the number of commissioner districts in each county, and the desired number of completed surveys for each commissioner district. The contract will include a description of services rendered that is currently being negotiated with NRC.

Cost estimates for the mailed survey are:
\$21,500 for counties with seven commissioner districts (Dakota, Anoka, St. Louis) and
\$19,500 for counties with five commissioner districts (Scott)

The estimated costs assume 300 surveys (consisting of a cover letter, pre-addressed return envelope, and a five-page survey) are mailed to randomly selected residential households in each county commissioner district, with an anticipated return rate of between 33% and 46% (100-140 survey forms per district). Costs will increase if survey partners choose to use additional questions or require additional analysis from the National Research Center.

The proposed survey instrument will be reviewed by the Board of Commissioners in February 2011 and will be in the field later that month. Analysis will be completed and reports sent to the four partner counties in May 2011.

A separate Joint Powers Agreement, presented as agenda item 6.1, sets out the conditions and responsibilities for the survey project between the consultant and the four counties.

EXPLANATION OF FISCAL/FTE IMPACT

The total cost of the joint survey project will not exceed \$100,000. Dakota County's cost is expected to be under \$25,000. Costs will be apportioned according to a county's population, length of the survey, type of questions used, and amount of analysis requested of the consultant. This amount is included in the current OPA budget.

Supporting Documents:

Previous Board Action(s):

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RESOLUTION

Authorization To Execute Contract With National Research Center For Residential Survey Project

WHEREAS, Dakota, Scott, Anoka and St. Louis counties propose to survey residential households in the four counties in order to assess residential opinions and the performance of county government; and

WHEREAS, the counties have agreed to collaborate on a joint Residential Survey in 2011, selecting the National Research Center, Inc. to conduct the survey and compile results; and

WHEREAS, the National Research Center has been contracted to provide services to conduct residential surveys for Dakota County and other partners in 2004, 2006, 2008; and

WHEREAS, Dakota County will act as the fiscal agent for the joint survey, executing and managing the contract with the National Research Center, Inc.; and

WHEREAS, the total cost for the joint survey project is not expected to exceed \$100,000; and

WHEREAS, Dakota County and its survey project partners will enter into a Joint Powers Agreement in order to jointly share the costs and administrative responsibilities for the survey project.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Administrator to execute a contract for services with the National Research Center of Boulder, Colorado in an amount not to exceed \$100,000, to conduct a four-county residential survey of households in 2011 and to analyze the results, provided that the joint powers agreement among Dakota, Scott, Anoka and St. Louis counties has been executed, subject to approval by the County Attorney's Office as to form.

Administrator's Comments:	Reviewed by (if required):
<input checked="" type="checkbox"/> Recommend Action <input type="checkbox"/> Do Not Recommend Action <input type="checkbox"/> Reviewed—No Recommendation <input type="checkbox"/> Reviewed—Information Only <input type="checkbox"/> Submitted at Commissioner Request	<input checked="" type="checkbox"/> County Attorney's Office <input checked="" type="checkbox"/> Financial Services <input type="checkbox"/> Risk Management <input type="checkbox"/> Employee Relations <input type="checkbox"/> Information Technology <input type="checkbox"/> _____
Brandt Richardson /ko County Administrator	

7.1 - Authorization To Execute Memorandum Of Understanding Between Dakota County Sheriff's Office And Parks And Open Space Department For Park Patrol Services

Meeting Date: 1/4/11
Item Type: Regular-Action
Division: PHYSICAL DEVELOPMENT
Department: Parks And Open Space/ Sheriff's Office
Contact: Steve Sullivan Telephone: 952-891-7088
Prepared by: Steve Sullivan/ Tim Leslie
Reviewed by: N/A N/A

Fiscal/FTE Impact:
 None
 Amount included in current budget
 Budget amendment requested
 FTE included in current complement
 New FTE(s) requested—N/A
 Other

PURPOSE/ACTION REQUESTED

Authorization to execute a Memorandum of Understanding (MOU) between the Dakota County Sheriff's Office (DCSO) and the Parks and Open Space Department (POSD) for park patrol services.

SUMMARY

Prior to 2004, park patrol services for the Dakota County park system was administered by POSD. In 2004, as a process improvement, the option of transferring Park Patrol to the DCSO staff was explored. Various benefits were identified: (1) supervision of temporary park patrol staff, (2) enhanced staff training, (3) increased staff availability and presence within the park system, (4) enhanced public assists and contacts, (5) enhanced emergency response, (6) increased effectiveness coordinating with other agencies, and (7) enhanced Byllesby Dam emergency response and public safety.

On June 22, 2004 (Resolution No. 04-264), the County Board authorized an agreement for a two year pilot that transferred park patrol services to the DCSO. On January 23, 2007 (Resolution No. 07-040), the County Board authorized a four-year extension to the service agreement, expiring December 31, 2010. On December 14, 2010, staff updated the Administration/Finance/ Policy Committee of the Whole on the DCSO and POSD interest in having the DCSO continue providing park patrol services and indicated that a MOU would be prepared for consideration by the County Board at a future meeting.

Predominant Terms of the MOU:

The predominant terms of the MOU are (Attachment A: MOU):

- A four year term from January 1, 2011 to December 31, 2014.
- DCSO will provide park patrol services for the park system.
- The DCSO and POSD will jointly develop an annual work plan and evaluate performance on a yearly basis.
- DCSO will prepare the Parks, Lakes and Trails operations budget and assume spending authority once the budget is approved by the County Board.
- DCSO will maintain authority over Parks, Lakes and Trails staff.
- The partnership will be terminated if the County Board does not fund the Parks, Lakes and Trails operating budget or may be terminated if either the DCSO or POSD provides written notice to the other party, effective December 31 of a given year.

EXPLANATION OF FISCAL/FTE IMPACT

The County Board approved the annual 2011 operating budgets for the DCSO and POSD, which includes funding for the Parks, Lakes and Trails program.

RESOLUTION

Authorization To Execute Memorandum Of Understanding Between Dakota County Sheriff's Office And Parks And Open Space Department For Park Patrol Services

WHEREAS, prior to 2004, park patrol services for the Dakota County park system was administered by Parks and Open Space Department (POSD); and

WHEREAS, in 2004, as a process improvement, the option of transferring Park Patrol to the Dakota County Sherriff's Office (DCSO) was evaluated; and

WHEREAS, the evaluation identified several benefits: (1) supervision of temporary park patrol staff, (2) enhanced staff training, (3) increased staff availability and presence within the park system, (4) enhanced public assists and contacts, (5) enhanced emergency response, (6) increased effectiveness coordinating with other agencies, and (7) enhanced Byllesby Dam emergency response and public safety; and

WHEREAS, on June 22, 2004 (Resolution No. 04-264), the County Board authorized an agreement for a two year pilot that transferred park patrol services to the DCSO; and

WHEREAS, on January 23, 2007 (Resolution No. 07-040), the County Board authorized a four-year extension to the service agreement, expiring December 31, 2010; and

WHEREAS, on December 14, 2010, staff updated the Administration/Finance/ Policy Committee of the Whole on the DCSO and POSD interest in having the DCSO continue providing park patrol services and indicated that a MOU would be prepared for consideration by the County Board at a future meeting.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to execute the agreement between the POSD and DCSO for Park Patrol Services, as presented to the Administration/Finance/Policy Committee on January 4, 2011, subject to approval by the County Attorney's Office as to form.

<p>Administrator's Comments:</p> <p><input checked="" type="checkbox"/> Recommend Action</p> <p><input type="checkbox"/> Do Not Recommend Action</p> <p><input type="checkbox"/> Reviewed--No Recommendation</p> <p><input type="checkbox"/> Reviewed--Information Only</p> <p><input type="checkbox"/> Submitted at Commissioner Request</p> <p><i>Brandt Richardson /ko</i> _____ County Administrator</p>	<p>Reviewed by (if required):</p> <p><input checked="" type="checkbox"/> County Attorney's Office</p> <p><input checked="" type="checkbox"/> Financial Services</p> <p><input type="checkbox"/> Risk Management</p> <p><input type="checkbox"/> Employee Relations</p> <p><input type="checkbox"/> Information Technology</p> <p><input type="checkbox"/></p>
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AGREEMENT
 BETWEEN THE DAKOTA COUNTY PARKS AND OPEN SPACE DEPARTMENT
 AND THE DAKOTA COUNTY SHERIFF'S OFFICE
 FOR PARK PATROL SERVICES

This Agreement is made by and between the Dakota County Parks and Open Space Department, (POSD) and the Dakota County Sheriff's Office (DCSO). The POSD and the DCSO are collectively referred to herein as the "Parties."

WHEREAS, the Dakota County Board of Commissioners through the POSD and the DCSO established a pilot project through a Park Patrol Pilot Partnership Agreement effective January 1, 2004, and ending December 31, 2006; and

WHEREAS, the pilot project merged the functions of the POSD Park Patrol and the DCSO Recreational Safety Unit and formed the DCSO Parks, Lakes & Trails Unit (Project); and

WHEREAS, the Project provides the following benefits to the POSD: (1) the enforcement of Dakota County Ordinance No. 107, Park Ordinance; (2) the supervision of temporary Park Rangers; (3) additional training of Park Rangers; (4) increased DCSO availability and presence within the park system; (5) increased effectiveness in emergency responses; (6) increased coordination with other law enforcement agencies; and (7) increased public safety related to the Byllesby Dam; and

WHEREAS, the DCSO benefits from the availability of Park Rangers to assist in the enforcement of boating laws on Dakota County lakes and rivers and to assist in the enforcement of snowmobile and all terrain vehicle laws on Dakota County trails; and

WHEREAS, licensed deputies training law enforcement students as Park Rangers allows the DCSO to evaluate potential deputies; and

WHEREAS, the Project was successful, so the parties formalized the Project by executing a Park Patrol Services Agreement that was effective from January 1, 2007, through December 31, 2010; and

WHEREAS, the Parties desire to continue the Project in accordance with the terms of this Agreement.

NOW, THEREFORE, the parties agree:

1. Purpose, Agreement & Term. The POSD and the DCSO hereby agree to continue the Project whereby the DCSO agrees to provide park patrol services within Dakota County parks effective January 1, 2011, and ending December 31, 2014.
2. Contingency. This Agreement is contingent upon the Dakota County Board of Commissioners approving annual funding for park patrol operations (i.e., staff and materials & supplies) in the DCSO annual budget for each year of the term of this Agreement. The parties understand that if the County Board does not approve said annual funding, this Agreement automatically terminates effective December 31st of the current budget year.
3. Park Patrol Personnel. During the term of this Agreement the Sheriff has the authority and duty to train, supervise, discipline, hire and fill vacancies that may arise regarding park patrol personnel.
4. Park Patrol Services. The DCSO will provide park patrol services in Dakota County parks in consultation with the POSD. The DCSO and the POSD will jointly develop and implement an annual work plan, including specific service level benchmarks, to ensure day-to-day delivery of efficient and effective park patrol services in Dakota County. The annual work plan will be established and annually reviewed by the Park Operations Workgroup having representation from both the DCSO and the POSD, and shall be reviewed and approved by the POSD Director and the Sheriff (or his designee) at the start of each year.
5. Park Patrol Annual Operating Budget. The DCSO will have the authority and duty to develop the annual operating budget for the DCSO Parks, Lakes & Trails Unit during the term of this Agreement. The DCSO and the POSD shall jointly have the authority and duty to identify CEP needs and propose the same to the County

Board during the budget process. Once adopted, the DCSO shall have spending authority over the park patrol operations budget during the calendar year.

- 6. Conflict Resolution. The DCSO and the POSD shall attempt to resolve all conflicts and differences through open and regular discussion among the parties.
- 7. Termination. In addition to termination of this Agreement as provided in paragraph 2, either party may terminate this Agreement by giving written notice to the other party of its intent to terminate this Agreement effective December 31st of a given year.

PHYSICAL DEVELOPMENT DIVISION

Approved as to form:

Assistant County Attorney/Date
K-10-357
County Board Res. No. _____

By _____
Lynn Thompson, Director
Date of Signature _____

DAKOTA COUNTY SHERIFF'S OFFICE

By _____
Dave Bellows, Dakota County Sheriff
Date of Signature _____