

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

Meeting Minutes

January 4, 2011

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

1. **Call To Order And Roll Call.** Commissioner Kathleen A. Gaylord, Chair of the Administration/Finance/Policy (AFP) Committee of the Whole, called the meeting to order at 11:12 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 Gaylord 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 Egan, seconded by Commissioner Schouweiler, the agenda was approved with the following revision:
 - Item 6.1 and Item 6.2 were moved to the Regular Agenda.
4. **Introduction Of New Employees.** There were no employee introductions.

CONSENT AGENDA

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

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

REGULAR AGENDA

Management Analyst Jane Vanderpoel introduced Items 6.1 - Authorization To Execute Joint Powers Agreement For Multi-County Residential Survey Project and 6.2 – Authorization To Execute Contract With National Research Center For Residential Survey Project.

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

On a motion by Commissioner Harris, seconded by Commissioner Branning, the following resolution was unanimously recommended to the County Board:

WHEREAS, Dakota, Scott, and St. Louis counties propose to survey residential households in the three 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 and St. Louis Counties to conduct a residential survey of households in the three 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.

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

On a motion by Commissioner Egan, seconded by Commissioner Schouweiler, the following resolution was recommended to the County Board:

WHEREAS, Dakota, Scott, and St. Louis counties propose to survey residential households in the three 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 \$80,000; 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 \$80,000, to conduct a three-county residential survey of households in 2011 and to analyze the results, provided that the joint powers agreement among Dakota, Scott, and St. Louis counties has been executed, subject to approval by the County Attorney's Office as to form.

7.1 Authorization To Execute Memorandum Of Understanding Between Dakota County Sheriff's Office And Parks And Open Space Department For Park Patrol Services. Chief Deputy Sheriff Tim Leslie and Parks and Open Space Director Steve Sullivan presented this item.

On a motion by Commissioner Harris, seconded by Commissioner Schouweiler, the following resolution was unanimously recommended to the County Board:

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 Sheriff'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.

8. **County Administrator's Report.** The County Administrator report included updates on an upcoming tour of the Anoka County morgue, status of early voluntary separation incentive program, the State budget forecast and the Lower Minnesota River Watershed District.
9. **Adjournment.** On a motion by Commissioner Schouweiler, seconded by Commissioner Egan, the meeting was adjourned at 12:44 p.m.

Respectfully submitted,

Kelly D. Olson
Senior Administrative Coordinator to the Board