

MINUTES

DAKOTA COUNTY PHYSICAL DEVELOPMENT COMMITTEE OF THE WHOLE

January 11, 2011

14955 Galaxie Avenue, Conference Room L139, Apple Valley, Minnesota

1. CALL TO ORDER AND ROLL CALL

Commissioner Paul Krause, Chair of the Physical Development Committee of the Whole, called the meeting to order at 10:30 a.m. Commissioners in attendance:

- Commissioner Joseph A. Harris, District 1
- Commissioner Kathleen Gaylord, District 2
- Commissioner Thomas 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

Also in attendance were:

- Brandt Richardson, County Administrator
- Lynn Thompson, Division Director
- Jay Stassen, Assistant County Attorney
- Jeanne Nash Hoffmann, Administrative Coordinator

2. INTRODUCTION OF NEW STAFF

There was no new staff to introduce this month.

3. AUDIENCE

Chair Krause asked if anyone in the audience wished to address the Committee on an item not on the agenda or if anyone wished to discuss an item on the Consent Agenda. No one came forward.

4. APPROVAL OF THE AGENDA

Motion by Commissioner Gaylord, Second by Commissioner Egan, and passed on a 7-0 vote to approve the agenda as presented on January 11, 2011.

5. CONSENT/INFORMATION AGENDA

Motion by Commissioner Branning, Second by Commissioner Workman, and passed on a 7-0 vote to approve the consent agenda.

5.1 – Minutes Of The November 30, 2011 Meeting

5.2 –Plat Commission Update

This was an information item; no action was requested.

6. REGULAR AGENDA

6.1 –Appointment Of Committee To Review Community Development Block Grant Applications

Community Development Agency staff Dan Rogness and Lisa Henning briefed this item and responded to questions. Discussion was held on the revised grant program and the difference between Option 1 and Option 2.

Motion by Commissioner Harris, Second by Commissioner Schouweiler and passed on a 7-0 vote to recommend that the County Board adopt the following resolution which includes Option 2.

WHEREAS, by Resolution No. 10-230 (May 4, 2010), the 2010-2014 Community Development Block Grant (CDBG) Consolidated Plan was approved by the County Board; and

WHEREAS, the current distribution of Dakota County CDBG funds consists of two methods: a direct allocations to cities of 10,000+ population based on the U.S. Department of Housing and Urban Development (HUD) formula, and a competitive pool of funds for all other cities and townships; and

WHEREAS, the CDBG Consolidated Plan provides that annual small city and township projects are selected within the competitive CDBG pool by a review committee to be appointed by the County Board; and

WHEREAS, in developing CDBG Committee options, staff focused on identifying impartial, established groups with broad representation, creating an efficient process with limited need for recruitment of members or the establishment of new groups, and the importance of knowing the needs of applicants and/or knowledge of the CDBG program; and

WHEREAS, the CDBG Committee is anticipated to meet one time each year; and

WHEREAS, on January 11, 2011, staff presented two options for the creation of a CDBG Committee, including:

1. Dakota County Planning Commission (PLANC), building upon the mission of PLANC;
2. Ad hoc committee including Dakota County Commissioners from District 1, District 2 and District 3 (location of townships and small cities), the Chair of the Township Officers Association, and the Chair of PLANC; and

WHEREAS, in addition to the appointment of the CDBG Committee, staff recommends the Dakota County Board approve major guidelines for the Committee, including:

1. At least 50% of funds must be used to meet the low/moderate income activity national objective, which includes public service activities
2. No less than 50% of funds will be allocated to township activities.
3. Each activity will be ranked as *Low, Medium, High* for each of the following criteria:
 - a. completion of activity within 12 months (High), 18 months (Medium), and 24 months (Low)
 - b. commitment of matching dollars, including at least 2:1 local/CDBG match (High), at least 1:1 local/CDBG match (Medium) and no match (Low)
 - c. identified as a "High Need" in the Consolidated Plan (Attachment B) will be ranked (High), with "Medium Need" ranked (Medium), and "Low Need" ranked (Low); and

WHEREAS, the appointment of the CDBG Committee will be reviewed every five years in conjunction with the CDBG Consolidated Plan.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby appoints the following individuals to serve as the CDBG Committee to review the annual CDBG applications for small cities and townships:

Dakota County Commissioners from District 1
Dakota County Commissioner from District 2
Dakota County Commissioner from District 3
Chair of the Township Officers Association
Chair of PLANC

; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby approves the recommended CDBG Committee guidelines including:

1. At least 50% of funds must be used to meet the low/moderate income activity national objective, which includes public service activities
2. No less than 50% of funds will be allocated to township activities.
3. Each activity will be ranked as *Low, Medium, High* for each of the following criteria:
 - a. completion of activity within 12 months (High), 18 months (Medium), and 24 months (Low)
 - b. commitment of matching dollars, including at least 2:1 local/CDBG match (High), at least 1:1 local/CDBG match (Medium) and no match (Low)
 - c. identified as a "High Need" in the Consolidated Plan (Attachment B) will be ranked (High), with "Medium Need" ranked (Medium), and "Low Need" ranked (Low).

BE IT FURTHER RESOLVED, That the CDBG Committee will be reviewed every five years in conjunction with the CDBG Consolidated Plan.

6.2 –Authorization To Appraise And Negotiate For Private Property Within Regional Parks

Land Conservation Manager Al Singer briefed the Committee on this issue and responded to questions. Al assured the Committee that staff would return to the County Board with all appraisals before presenting any appraisals to the landowners.

Motion by Commissioner Egan, Second by Commissioner Branning and passed on a 7-0 vote to recommend that the County Board adopt the following resolution:

WHEREAS, the acquisition of privately owned property, according to the approved master plans, provides for the protection of natural resources and the use of the property for public recreation; and

WHEREAS, Stephen and Lilli Andrews have expressed an interest in selling their property located within the Lebanon Hills Regional Park, subject to a retained life estate, to Dakota County; and

WHEREAS, Charles P. Fox has expressed an interest in selling a portion of his property located within Miesville Ravine Regional Park Reserve to Dakota County; and

WHEREAS, Paul and Norma Lewis have expressed an interest in selling a portion of their property located within and adjacent to Miesville Ravine Regional Park Reserve to Dakota County; and

WHEREAS, Paul and Robert Augustine have expressed an interest in selling a portion of their property located within and adjacent to Lake Byllesby Regional Park to Dakota County; and

WHEREAS, Judith Hope Ferguson has expressed an interest in selling a portion of her property located within and adjacent to Lake Byllesby Regional Park to Dakota County; and

WHEREAS, Gene and Irene Josephs have expressed an interest in selling their property located within Spring Lake Park Reserve to Dakota County; and

WHEREAS, the Andrews, Fox and Josephs acquisitions are consistent with approved master plans; and

WHEREAS, the Lewis, Augustine and Ferguson acquisitions may require minor boundary amendments to current master plan boundaries pending negotiations.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to obtain appraisals and negotiate conditional purchase agreements with Stephen and Lilli Andrews, Paul and Norma Lewis, Paula and Robert Augustine, Judith Hope Ferguson, and Gene and Irene Josephs for acquisition of their properties; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Physical Development Director to negotiate a conditional purchase agreement with Charles P. Fox for acquisition of a

portion of his property based upon Tax Assessed Market Value and analysis of recently completed appraisals for the Farmland and Natural Areas Program; and

BE IT FURTHER RESOLVED, That all purchase agreements be conditioned upon approval by the County Board prior to the extension of a final offer and the expenditure of any acquisition funds.

DIRECTOR'S REPORT

Physical Development Director Lynn Thompson presented her update to the Committee.

ADJOURNMENT

Motion by Commissioner Schouweiler, Second by Commissioner Gaylord to adjourn the meeting at 11:20 p.m.
Motion carried.

Respectfully submitted:

Jeanne Nash Hoffmann
Administrative Coordinator