

HENNEPIN COUNTY

MINNESOTA

FINAL COMMITTEE AGENDA

ADMINISTRATION, OPERATIONS AND BUDGET COMMITTEE

TUESDAY, APRIL 29, 2025
1:30 PM

Chair: Debbie Goettel, District 5
Vice Chair: Heather Edelson, District 6
Members: Jeff Lunde, District 1
Irene Fernando, District 2
Marion Greene, District 3
Angela Conley, District 4
Kevin Anderson, District 7

1. Minutes from Previous Meeting

- 1.A. April 8, 2025 Meeting Minutes

Attachments: [AdminOpsBudget-COMMITTEEMINUTES-08-Apr-2025](#)

2. Public Hearing

- 2.A. Public comment on the HUD 2025-2029 Consolidated Plan and the HUD 2025 Annual Action Plan
- 2.B. Public comment on the issuing of debt under the county's 2025-2029 Capital Improvement Program

3. New Business

Routine Items

- 3.A. [25-0142](#)

Establish a public hearing on a substantial amendment to the HUD 2023 Annual Action Plan on Tuesday, May 13, 2025, at 1:30 p.m.

Attachments: [Legal Notice Public Hrg and Comment OM04082025](#)

- 3.B. [25-0143](#)

Agmt PR00007267 with Metropolitan Council for provision of the Metropass for county employees; 05/01/25-04/30/30, NTE \$2,700,000; Employee share via payroll deduction: \$820,000 (county share approximately \$1,880,000)

3.C. [25-0144](#)

Negotiate Agmt A2512840 with Voya Retirement Insurance and Annuity Company for the provision of deferred compensation plan services for county employees, 04/01/25-03/31/32, with the option to extend for three (3) additional one-year periods

3.D. [25-0145](#)

Negotiate Agmt A2512839 with Fidelity Investments Tax Exempt Services Company for the provision of deferred compensation plan services for county employees, 06/01/25-05/31/32, with the option to extend for three (3) additional one-year periods

3.E. [25-0146](#)

Neg Amd 1 to Agmt PR00005029 with The Improve Group to evaluate Hennepin County's guaranteed basic income pilot, adding \$100,000 to the contract with no change to the contract end date, 03/22/23-12/31/25, NTE \$400,000

Addendum

3.F. [25-0182](#)

Amd 2 to Agmt PR00006496 with Matrix Consulting Group, Ltd. to provide professional consulting services including implementation assistance for recommendations from the Hennepin County Sheriff's Office's overtime study and a jail staffing and operations study, ext end date to 06/30/26, incr NTE by \$100,000 for a new total NTE of \$170,000

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

TMP-25-0277

Item Description:

April 8, 2025 Meeting Minutes

HENNEPIN COUNTY

MINNESOTA

COMMITTEE MINUTES

ADMINISTRATION, OPERATIONS AND BUDGET COMMITTEE

TUESDAY, APRIL 8, 2025
1:30 PM

Chair: Debbie Goettel, District 5
Vice Chair: Heather Edelson, District 6
Members: Jeff Lunde, District 1
Irene Fernando, District 2
Marion Greene, District 3
Angela Conley, District 4
Kevin Anderson, District 7

Commissioner Debbie Goettel, Chair, called the meeting of the Administration, Operations and Budget Committee for Tuesday, April 8, 2025 to order at 1:49 p.m.

Present: Commissioner Irene Fernando, Commissioner Marion Greene, Commissioner Angela Conley, Commissioner Debbie Goettel, Commissioner Heather Edelson, Commissioner Jeff Lunde and Commissioner Kevin Anderson

1. Minutes from Previous Meeting

1.A. March 18, 2025 Minutes

APPROVE

Commissioner Jeff Lunde moved, seconded by Commissioner Heather Edelson, to approve the Minutes.

Aye: Commissioner Fernando, Commissioner Greene, Commissioner Conley, Commissioner Goettel, Commissioner Edelson, Commissioner Lunde and Commissioner Anderson

2. Presentation

2.A. Metropolitan Mosquito Control District presentation by Alex Carlson, Public Affairs Manager and Dan Huff, Executive Director

3. New Business

Routine Items

3.A. [25-0118](#)

Agmt PR00007154 with National Able Network, Inc. for the provision of One-Stop Operator services under the Workforce Innovation and Opportunity Act Young Adult Program, 06/01/25-05/31/28, NTE \$150,000

CONSENT

Commissioner Debbie Goettel moved, seconded by Commissioner Jeff Lunde, to approve the Resolution.

Aye: Commissioner Fernando, Commissioner Greene, Commissioner Conley, Commissioner Goettel, Commissioner Edelson, Commissioner Lunde and Commissioner Anderson

Items for Discussion and Action

3.B. [25-0119](#)

Neg Master Grant Contract Agmt with DEED for Workforce Innovation and Opportunity Act services for Adult, Youth, Dislocated Workers; for eligible recipients and multiple programs, 01/01/25-12/31/29

CONSENT

Commissioner Irene Fernando moved, seconded by Commissioner Kevin Anderson, to approve the Resolution.

Aye: Commissioner Fernando, Commissioner Greene, Commissioner Conley, Commissioner Goettel, Commissioner Edelson, Commissioner Lunde and Commissioner Anderson

Addendum

3.C. [25-0141](#)

2025 Hennepin County Board of Commissioners Organizational Structure, as amended

CONSENT

Commissioner Irene Fernando moved, seconded by Commissioner Angela Conley, to approve the Resolution.

Aye: Commissioner Fernando, Commissioner Greene, Commissioner Conley, Commissioner Goettel, Commissioner Edelson, Commissioner Lunde and Commissioner Anderson

There being no further business, the Administration, Operations and Budget Committee for Tuesday, April 8, 2025 was declared adjourned at 3:18 p.m.

Sheri Selton
Deputy Clerk to the County Board

HENNEPIN COUNTY

300 South Sixth Street
Minneapolis, MN
55487-0240

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Board Action Request

TMP-25-0282

Item Description:

Public comment on the HUD 2025-2029 Consolidated Plan and the HUD 2025 Annual Action Plan

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

TMP-25-0283

Item Description:

Public comment on the issuing of debt under the county's 2025-2029 Capital Improvement Program

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

25-0142

Item Description:

Establish a public hearing on a substantial amendment to the HUD 2023 Annual Action Plan on Tuesday, May 13, 2025, at 1:30 p.m.

Resolution:

BE IT RESOLVED, that a public hearing to obtain public comment on a substantial amendment to the Hennepin County Consortium 2023 Annual Action Plan for the U.S. Department of Housing and Urban Development (HUD) be held before the Administration, Operations, and Budget Committee of the Hennepin County Board of Commissioners on Tuesday, May 13, 2025 at 1:30 p.m., or as soon thereafter as practicable, in Room A-2400 of the Hennepin County Government Center in the City of Minneapolis or conducted via telephone; and that staff be directed to publish notice of the hearing.

Background:

The U.S. Department of Housing and Urban Development (HUD) requires the county to prepare and submit a Five-Year Consolidated Plan (Consolidated Plan) and an Annual Action Plan (Action Plan) to receive HUD entitlement funds for the HOME Investment Partnerships (HOME) Program, Community Development Block Grant (CDBG) Program, and the Emergency Solutions Grant (ESG) Program. Reallocation of funds within an approved Action Plan requires the county to create and submit to HUD a substantial amendment.

The 2023 Action Plan (Resolution 23-0171) awarded \$1,000,000 in HOME funding to Project for Pride in Living to develop affordable rental housing units in Brooklyn Center (Agreement PR00005266); this project subsequently terminated. The 2025 Coordinated Affordable Housing RFP process identified the proposed use of the reallocated funds to two affordable housing developments: \$560,000 to JO Companies LLC for a project in Richfield, and \$440,000 to CommonBond Communities for a project in Edina.

Public comment will be solicited on the draft substantial amendment to the HUD 2023 Annual Action Plan for 30 days beginning approximately May 7, 2025; during this time, the draft plan will be available on the county's website.

The board will consider a final submission of the substantial amendment to the HUD 2023 Annual Action Plan, and authorization of new Agreements with JO Companies LLC and CommonBond Communities, at the July 8, 2025, Hennepin County Board Meeting.

Current Request: This request is to establish a public hearing on Tuesday, May 13, 2025, at 1:30 p.m., to obtain public comment on a substantial amendment to the Hennepin County Consortium 2023 Annual Action Plan. The Clerk of the Board will publish notice of the public hearing in the official newspaper of the county; the Housing and Economic Development Department will publish notice of the public hearing in newspapers serving suburban Hennepin County and will distribute the notice to interested individuals, agencies and organizations.

Impact/Outcomes: This public hearing is established to obtain public comment on the substantial

25-0142

amendment to the 2023 Annual Action Plan to reallocate entitlement funding for the HOME Program, as required by HUD.

Recommendation from County Administrator: Recommend Approval

**HENNEPIN COUNTY
PUBLIC COMMENT SOLICITED and
NOTICE OF PUBLIC HEARING**

The Hennepin County Board of Commissioners is soliciting public comment on the Substantial Amendment to the HUD 2023 Annual Action Plan.

Public Comment Periods:

- Substantial Amendment to the 2023 Annual Action Plan 30-day comment period; May 7, 2025, through June 6th, 2025; and
- Public Hearing on the Substantial Amendment to the 2023 Action Plan will be held at 1:30 p.m., Tuesday, May 13, 2025, at the Administration, Operations, and Budget Committee meeting of the Hennepin County Board of Commissioners (Hennepin County Government Center, A2400, 300 South Sixth Street, Minneapolis)

Public Comment Purpose:

Notice is hereby given that Hennepin County, pursuant to Title I of the Housing and Community Development Act of 1974, as amended, is requesting a Substantial Amendment of the 2023 Annual Action Plan (AAP) to reallocate HOME Investment Partnership (HOME) funds.

Hennepin County proposes to reallocate approximately \$1,000,000 of HOME funds to two affordable housing developments: \$560,000 to JO Companies LLC for a project in Richfield, and \$440,000 to CommonBond Communities for a project in Edina.

The Substantial Amendment to the 2023 Annual Action Plan will be available May 7th, 2025, on the county's website (<https://www.hennepin.us/your-government/research-data/housing-plans-accomplishments>). If you would like a copy of either draft plan or have questions, please contact the Hennepin County Housing and Economic Development Department at 612-543-4342.

Written comments **must** be submitted by 4:30 p.m., June 6, 2025, and addressed to Julia Welle Ayres, Housing Development Director, Hennepin County Housing and Economic Development Department, Hennepin County Government Center, 300 South Sixth Street, MC 685, Minneapolis, MN 55487, or Julia.WelleAyres@hennepin.us. Written comments received by June 6 will receive a written response. A copy of the comment letter and the county's response will be included in the documents submitted to the U.S. Department of Housing and Urban Development.

PLEASE NOTE, the public hearing will be conducted via telephone and other electronic means as allowed under Minnesota Statutes, Section 13D.021 and Revenue Procedure 2020-21, issued by the Internal Revenue Service on May 4, 2020, as modified by Revenue Procedure 2020-49, issued by the Internal Revenue Service on November 4, 2020. Interested persons may attend the public hearing by telephone conference by using the following instructions and all such persons shall be given an opportunity to express their views with respect to the Hennepin County Consortium Action Plan. To attend the public hearing via telephone, call the toll-free dial-in telephone conference number 855-340-8151.

If you need help to make it possible for you to come and be active in the public hearing such as sign language interpreter or assisted hearing equipment, this help can be provided if you ask. To ask for help, please call 612-543-4342 at least three days prior to the hearing.

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

25-0143

Item Description:

Agmt PR00007267 with Metropolitan Council for provision of the Metropass for county employees; 05/01/25-04/30/30, NTE \$2,700,000; Employee share via payroll deduction: \$820,000 (county share approximately \$1,880,000)

Resolution:

BE IT RESOLVED, that Agreement PR00007267 with Metropolitan Council for the provision of the Metropass for county employees during the period May 1, 2025, through April 30, 2030, be approved; that the Chair of the Board be authorized to sign the agreement on behalf of the county; and that the Controller be authorized to disburse funds as directed.

Background:

Since 2000, under authority of the Federal Transportation Equity Act for the 21st Century and County Board Resolution No. 004250, the county has been offering Metro Transit mass transit passes to employees on a pretax basis through payroll deduction, with the county subsidizing a portion of the pass price to encourage ridership. As of 2025, the county subsidy is 70%.

Since 2004, the Metropass, an "unlimited" electronic transit pass, has been offered to county employees. The Metropass is currently priced at \$83.00 per month by Metro Transit. With the 70% county subsidy, employees pay \$24.90 per month on a pretax basis.

Current Request: Approval of a newly negotiated contract with Metropolitan Council for a 5-year agreement that maintains the price of the Metropass at \$83 per month.

Recommendation from County Administrator: Recommend Approval

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

25-0144

Item Description:

Negotiate Agmt A2512840 with Voya Retirement Insurance and Annuity Company for the provision of deferred compensation plan services for county employees, 04/01/25-03/31/32, with the option to extend for three (3) additional one-year periods

Resolution:

BE IT RESOLVED, that the Hennepin County Board authorizes the County Administrator to negotiate Agreement A2512840 and all necessary related documents with Voya Retirement Insurance and Annuity Company to provide deferred compensation recordkeeping services for county employees, consistent with the direction of the county's Deferred Compensation Committee, during the period April 1, 2025 through March 31, 2032, with the option to extend for three (3) additional one-year periods; that following review and approval by the County Attorney's Office, the Chair of the Board be authorized to execute the Agreement on behalf of the county; and that the Controller be authorized to disburse funds as directed.

Background:

Hennepin County has established a Deferred Compensation Plan for the benefit of its employees, to permit employees to defer a portion of their income that can supplement their other retirement benefits. Employees choosing to participate, elect to save by designating a portion of their paycheck for their deferred compensation account. The county has contracted with Voya Retirement Insurance and Annuity Company and Fidelity Investments Tax Exempt Services Company to act as recordkeepers and maintain investment accounts for those employees participating in the Plan.

The county's Deferred Compensation Committee oversees the county's Plan. The committee oversees the investment strategy and objectives of the Plan; the investment portfolio; administration of the Plan by the Human Resources Benefits Division; and continually evaluates the Plan considering the many competing and valid interests of Hennepin County and its diverse employee population.

An investment consultant advises the committee and reviews the performance of funds that are available to Plan participants for investment. The committee has a duty, with the assistance of its investment consultant, to select and monitor the funds that are available pursuant to the Plan, and to monitor investment expenses. The committee negotiated reduced fees for participants in both the Voya and Fidelity accounts. This will result in significantly lower fees for Hennepin County employees.

Hennepin County continuously seeks to optimize services and the cost of participation for its valued retirement plan participants. Based on a recent review, we are pleased to announce the following enhancements.

- Lower Recordkeeping Fee - Starting April 2025, Voya's annual service fee decreased from 14.5 to 11 basis points. An overall fee reduction of 24%. Lower fees mean more of participants' money is invested and working for them on their journey to a financially secure retirement.

- Revenue Sharing Credits - certain investment options generate revenue to Voya. Revenue sharing proceeds, if any, will continue to be credited to the accounts of participants in revenue sharing funds monthly.
- Online statement delivery - Starting third quarter 2025, quarterly account statements will be posted online exclusively. For added account security and expedited delivery of account related documents, PIN resents, and correspondence, participants are encouraged to go completely green by enrolling in e-delivery. Participants can opt out of online statement delivery at any time.
- Seven-year extension of contract with optional one-year extensions up to ten years.

The committee has recommended a new contract with Voya be finalized and approved, consistent with these terms.

Current Request: This request seeks authorization to negotiate Agreement A2512840 and all necessary related documents with Voya Retirement Insurance and Annuity Company for the provision of deferred compensation plan services for county employees from April 1, 2025, through March 31, 2032, with the option to extend for three (3) additional one-year periods.

Recommendation from County Administrator: Recommend Approval

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
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Board Action Request

25-0145

Item Description:

Negotiate Agmt A2512839 with Fidelity Investments Tax Exempt Services Company for the provision of deferred compensation plan services for county employees, 06/01/25-05/31/32, with the option to extend for three (3) additional one-year periods

Resolution:

BE IT RESOLVED, that the Hennepin County Board authorizes the County Administrator to negotiate Agreement A2512839 and all necessary related documents with Fidelity Investments Tax Exempt Services Company to provide deferred compensation recordkeeping services for county employees, consistent with the direction of the county's Deferred Compensation Committee, during the period June 1, 2025 through May 31, 2032, with the option to extend for three (3) additional one-year periods; that following review and approval by the County Attorney's Office, the Chair of the Board be authorized to execute the Agreement on behalf of the county; and that the Controller be authorized to disburse funds as directed.

Background:

Hennepin County has established a Deferred Compensation Plan for the benefit of its employees, to permit employees to defer a portion of their income that can supplement their other retirement benefits. Employees choosing to participate, elect to save by designating a portion of their paycheck for their deferred compensation account. The county has contracted with Fidelity Investments Tax Exempt Services Company and Voya Retirement Insurance and Annuity Company to act as recordkeepers and maintain investment accounts for those employees participating in the Plan.

The county's Deferred Compensation Committee oversees the county's Plan. The committee oversees the investment strategy and objectives of the Plan; the investment portfolio; administration of the Plan by the Human Resources Benefits Division; and continually evaluates the Plan considering the many competing and valid interests of Hennepin County and its diverse employee population.

An investment consultant advises the committee and reviews the performance of funds that are available to Plan participants for investment. The committee has a duty, with the assistance of its investment consultant, to select and monitor the funds that are available pursuant to the Plan, and to monitor investment expenses. The Committee negotiated reduced fees for participants in both the Fidelity and Voya accounts. This will result in significantly lower fees for Hennepin County employees.

Hennepin County continuously seeks to optimize services and the cost of participation for its valued retirement plan participants. Based on a recent review, we are pleased to announce the following enhancements.

- Lower Recordkeeping Fee - Fidelity's annual service fee will decrease from 13.5 basis points to 8.5 basis points. Lower fees mean more of participants' money is invested and working for them on their journey to a financially secure retirement.
- Increase onsite days from 3 days to 4 onsite days and 2 employee webinars.
- Continued waiver of ISW/MRD fees.

- Online statement delivery - Quarterly account statements are posted online exclusively. For added account security and expedited delivery of account related documents, PIN resends, and correspondence, participants are encouraged to go completely green by enrolling in e-delivery. Participants can opt out of online statement delivery at any time.
- Seven-year extension of contract with optional one-year extensions up to ten years.

The committee has recommended a new contract with Fidelity be finalized and approved, consistent with these terms.

Current Request: This request seeks authorization to negotiate Agreement A2512839 and all necessary related documents with Fidelity Investments Tax Exempt Services Company for the provision of deferred compensation plan services for county employees from April 1, 2025, through March 31, 2032, with the option to extend for three (3) additional one-year periods.

Recommendation from County Administrator: Recommend Approval

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

25-0146

Item Description:

Neg Amd 1 to Agmt PR00005029 with The Improve Group to evaluate Hennepin County's guaranteed basic income pilot, adding \$100,000 to the contract with no change to the contract end date, 03/22/23-12/31/25, NTE \$400,000

Resolution:

BE IT RESOLVED, that the County Administrator be authorized to negotiate Amendment 1 to Agreement PR00005029 with The Improve Group for conducting additional evaluation of the recently completed guaranteed basic income pilot, during the period of March 22, 2023, through December 31, 2025, increasing the not to exceed amount from \$300,000 to \$400,000; that following review and approval by the County Attorney's Office, the Chair be authorized to sign the agreement and related documents on behalf of the county; and that the Controller be authorized to disburse funds as directed.

Background:

In June 2022, Resolution 22-210 R1 authorized up to \$10,000,000 to create a guaranteed basic income (GBI) pilot program to support residents disproportionately impacted by the COVID-19 public health emergency. GBI programs disbursed regular, unconditional cash payments directly to eligible participants for the duration of the program. Hennepin County's GBI pilot program - Raise the Baseline - ran from August 2023 to December 2024.

On April 11, 2023, Resolution 23-0105 authorized a \$300,000 contract with the Improve Group to conduct a mixed-methods evaluation service. The Improve Group has already conducted three rounds of data collection with the Raise the Baseline participants, during and immediately after GBI payments ended.

Amendment 1 to the agreement will provide for a fourth phase of engagement with participants six to eight months after project completion. This additional data will help the county understand medium-term impacts on education, employment, housing, health, connectivity, financial security, and well-being. This contract amendment will provide an additional \$100,000, increasing the contract not-to-exceed amount from \$300,000 to \$400,000. These funds are already included within the 2025 Disparity Reduction Administration department budget.

Current Request: This request seeks authorization to negotiate Amendment 1 to Agreement PR00005029 with The Improve Group to conduct additional evaluation of the county's GBI program, during the period March 22, 2023, through December 31, 2025, increasing the not to exceed amount to \$400,000.

Impact/Outcomes: Authorization of this request will allow additional evaluation to better understand the results of the recently completed GBI pilot program.

Recommendation from County Administrator: Recommend Approval

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

25-0182

Item Description:

Amd 2 to Agmt PR00006496 with Matrix Consulting Group, Ltd. to provide professional consulting services including implementation assistance for recommendations from the Hennepin County Sheriff's Office's overtime study and a jail staffing and operations study, ext end date to 06/30/26, incr NTE by \$100,000 for a new total NTE of \$170,000

Resolution:

BE IT RESOLVED, that Amendment 2 to Agreement PR00006496 with Matrix Consulting Group, Ltd. to provide professional consulting services including implementation assistance for recommendations from the Hennepin County Sheriff's Office's overtime study and a jail staffing and operations study, extending the contract end date to June 30, 2026 and increasing the not to exceed amount by \$100,000 for a new total not to exceed amount of \$170,000 be approved; that the Chair of the Board be authorized to sign the Amendment on behalf of the County; and the Controller be authorized to disburse funds as directed.

Background:

Matrix Consulting Group (Matrix) has over two decades of comprehensive consulting services experience with local governments. Matrix has worked with detention and criminal justice systems around the country, conducting organizational re-alignments, analyzing fixed post staffing requirements, scheduling alternatives, reviewing service contracts, assessing policy and procedure, training practice, and assisting with improving the quality of life for staff and inmates alike. Hennepin County and the Sheriff's Office have worked with Matrix on multiple occasions over the past decade.

Pursuant to county board direction, and as a follow-up to the February 2025 Hennepin County Board Briefing on the Sheriff's Overtime Study, County Administration has engaged Matrix to conduct follow-up implementation assistance of overtime-related recommendations, and an independent assessment of the Adult Detention Division (jail) that includes an analysis of staffing level requirements and key operational aspects that notably influence jail functions.

Recommendation from County Administrator: Recommend Approval