



Dakota County Facilities Mgmt. Organizational Structure

MCCFMA Annual
Conference
11/3/2022

Organizational Structure

- FM is part of Parks, Facilities, and Fleet Department in Physical Development Division
- Covers 4 areas: Capital Projects, Building Maintenance, Grounds Maintenance, and Security
- 54 FTE plus 18-20 temps in Grounds
- Manage 1.6M sq. ft. of space in 26 buildings including 3 courts locations, 9 libraries, 3 service centers, 3 highway maintenance shop sites, and multiple additional parks locations.
- \$415M in facilities assets



**PHYSICAL DEVELOPMENT
DIVISION DIRECTOR**
Georg Fischer

**DIRECTOR OF
TRANSPORTATION / COUNTY
ENGINEER**
Erin Labere

**PHYSICAL DEVELOPMENT
DEPUTY DIRECTOR**
Erin Stora

**PARKS, FACILITIES, and FLEET
DIRECTOR**
Taud Hoopingamer

**ENVIRONMENTAL RESOURCES
DIRECTOR**
Nikki Stewart

SWCD

CDA

**ASST COUNTY ENGINEER
PROGRAM**
Jacob (Jake) Chapek

**ASST COUNTY ENGINEER
OPERATIONS**
Todd Howard

COUNTY SURVEYOR
Todd Tolson

**REGIONAL MULTI-MODAL
MANAGER**
Gina Mittero

**PLANNING
LAND USE SUPPORT**
Kurt Chatfield

**CONTRACT SERVICES
MANAGER**
Joan Cooksey

Management Analyst III
Alex Jermeland

**OPERATIONS MANGER
ADMIN**
Cindy Tonsager

**LEAD FINANCIAL
MANAGEMENT
ANALYST**
Tara Zjoda

**Limited Term
FELLOW
Vacant**

**PARKS
DIRECTOR**
NIN Getzler

**FACILITIES & MANAGEMENT
DIRECTOR**
Mike Lewold

**FLEET
MANAGER**
Kevin Schlangen

**WASTE REGULATION
SUPERVISOR**
Dave Magnuson

**WATER RESOURCES
MANAGER**
Brad Becker

**ENVIRONMENTAL
INITIATIVES SUPERVISOR**
Vacant

**LAND CONSERVATION
MANAGER**
Al Singer

**GROUNDWATER
PROTECTION
SUPERVISOR**
Valerie Neppel

**VERMILLION RIVER
WATERSHED JPO
SUPERVISOR**
Mark Zabel

Program, Planning, Traffic, Design & Right of Way

- Capital Improvement Program
- Public Involvement Programs
- County State Aid Highway Needs
- Regional Transportation Coordination
- Transportation Plan
- Corridor Studies
- Traffic Engineering and Operations
- Environmental Documentation
- Jurisdictional Transfer
- Road Database
- Project Agreements/Contracts
- Right of Way Acquisition
- Project Management

Operations: Construction & Maintenance

- Project Management
- Construction Staking/Surveys
- Project Inspection, Testing & Administration
- County Bridge Inspection Program
- County State Aid Reports
- Highway & Right of Way Maintenance
- Show & Ice Removal
- Gravel Road Resurfacing
- Pavement Management System

Survey

- Plat Review
- Plat Commission
- Monumentation
- Maintain Parcel Tax Database
- Land Surveying

Transit

- Transitway Planning
- Project Development
- Regional Railroad Authority
- Transit Coordination
- MN High Speed Rail Initiative

Planning

- Plans and Studies – parks, transportation, greenways, water and solid waste
- Grants – seek federal, state and other grants for Transportation, greenway and park projects
- Development Review – respond to development, TIF and environmental reviews
- Planning Commission – staff to 14-member citizen advisory committee to the County Board

Contract Management

- Administrative Coordinating Services (ACS)
- County Board Committee Services
- Financials – Budget
- Liaison:
 - SWCD – Joint Powers
 - CDA – CDBG, HOME, HOPE program administration

Facilities

- Building operations and maint.
- Facility Security
- Custodial services
- Buildings and grounds including parks
- Lease administration
- Moving Services
- Maintain Parks and greenways
- Facilities Planning & Project Mgmt
- Restore, maintain and enhance County park and greenways
- Facilities planning and Project mgmt.
- Parks project mgmt.
- Space Planning
- Building CIP

Fleet

- Fleet Capital Equipment Program
- Maintenance of County Fleet
- Welding/Fabrication
- Manage fuel, parts and supplies
- County-wide Fleet Policy
- Provide Fleet Management Services
- Provide Storage, use and disposal of fuel, lubricants and equipment

Parks

- Provide year-round natural resource based recreation
- Plan parks and regional greenways
- Visitor Services- reservations, permits, rentals
- Operate facilities, campgrounds, beaches, retreat centers, visitor center, gathering center, dog park, RC flying fields, boat launch, picnic shelters
- Prepare strategic plans

Waste Regulation & Management

- Conduct Hazardous Waste Inspections/Licensing/Enforcement
- Conduct Solid Waste Inspections/Licensing/Enforcement
- Develop and provide education on proper waste management
- Oversee operations at the Recycling Zone (Household Hazardous Waste facility)
- Provide Business Hazardous Waste Collection Services through the Very Small Quantity Generator (VSQG) and lamp collection
- Implement the Pharmaceutical Collection Program

Waste Reduction and Recycling Initiatives

- Develop waste related policy, planning and reporting
- Implement organics and business recycling programs
- Develop and implement school recycling and organics programs
- Provide targeted outreach and education
- Enhance county office recycling
- Participate in the Solid Waste Management Coordinating Board
- Implement an Environmentally Preferable Purchasing Program
- Evaluate Brownfields and Contaminated Sites

Land Conservation

- Acquire and facilitate Natural Resource Management of Regional Greenway System Easements
- Acquire easements to permanently protect, connect and enhance natural areas of state, regional or county significance.
- Acquire agricultural easements that provide water quality and wildlife habitat benefits
- Monitor and assess acquired easements

Vermillion River Watershed

- Implement the Vermillion River Watershed Management Plan and support the Vermillion River Watershed Joint Powers Board
- Administer program, policy and budget tasks; develop and implement the CIP

Drinking Water Protection

- Regulate well construction and sealing; administer cost-share funding
- Register monitoring wells;
- Provide technical support for Wellhead Protection Plans
- Administer septic system maintenance program
- Drinking Water Testing, Education and Outreach

Byllesby Dam

- Implement dam monitoring plan and public safety plan
- Maintain dam structure and equipment
- Oversee capital improvement projects for compliance with state and federal regulations
- Develop and oversee financially sustainable and efficient long-term operational plans

Shore Land and Floodplain Regulation

- Protect shore land and floodplain areas to preserve and enhance surface water quality, prevent economic loss, and conserve the natural environment

Surface Water Protection

- Protects and monitors unique water resources such as wetlands, fens, springs and trout Streams
- Implement Stormwater Program

Taud Hoopigamer
Parks, Facility and Fleet
Director

Niki Geisler
Park Director

Mike Lexvoid
Facilities Management
Director

Kevin Schlangen
Fleet Manager

Jeff Bransford
Parks Administrative
Manager

Maureen Martin
Business Application
Administrator

Anna Ferris
Park Outreach
Coordinator

Seasonal
Temp Outreach
Event Assistants

Beth Landahl
Visitor Services
Manager

Vacant
Park Operations
Supervisor

Grant Fleetwood
Park Operations
Coordinator

Mike Adams
Park Operations
Coordinator

Vacant
Park Operations
Coordinator

Autumn Hubbell
Outdoor Education
Supervisor

Seasonal
Temp Naturalists

Seasonal
Temp Campground
Attendants

Seasonal
Temp Park
Attendants

Seasonal
Temp Facility
Attendants

Tom Lewanski
Natural Resources
Manager

Scott Hagen
Natural Resources
Specialist

Megan Manhattan
Natural Resources
Specialist

Shannon Montante
Natural Resources
Specialist

Joe Walton
Natural Resources
Senior Ecologist

Christian Klatt
Natural Resources
Specialist

Carleigh Dueck
Bison Technician

Natural Resources
Interns/Temps

Jay Bledny
Capital Projects
Manager

Tylish Bremer
Sr. Project Manager

Christina Johnson
Sr. Project Manager

Joe Lexia
Sr. Project Manager

Mike Wiese
Sr. Project Manager

Andrew (AJ) Ross
Project Manager

Jerry Berge
Building Maintenance
Supervisor

Chris Kennedy
Purchasing Asst

Mark Mahowald
Purchasing Tech

Vacant
Building Maintenance
North Supervisor

Dustin Halbert
Building Maintenance
III / Parks

Bart Pritchett
Building Maintenance
II

Koffi Allisutin
Building Maintenance
II

Arian Sloan
Building Maintenance
II

Tom McGree
Building Service Tech

Jeff Mimm
Building Service Tech

Pat LaValle
Building Maintenance
South/West Supervisor

Matt Cassidy
Building Maintenance
III

Dean Fiohr
Building Maintenance
III

Daniel Leach
Building Maintenance
III

Andy Glebe
Building Maintenance
II

Greg Elke
Building Service Tech

John McGree
Building Service Tech

Adam Whinn
Building Maintenance
Eastern Supervisor

Randy Arzen
Building Maintenance
III

Adolfo Orengo
Building Maintenance
II

Joe Wahlstrom
Building Maintenance
II

Vacant
Building Maintenance
II

Michael Daddario
Lead Building Service
Tech

Kyle Hildreth
Building Service Tech

Randy Cunningham
Grounds Maintenance
Supervisor

Greg Leonard
Parkkeeper III
Grounds

Andrew Everson
Parkkeeper II

Ben Humble
Parkkeeper II

Rachel Kuske
Parkkeeper II

John McNamara
Parkkeeper II

Troy Sund
Parkkeeper II

Lenny Weiss
Parkkeeper II

Erin Krause
Park Keeper I

Vacant
Parkkeeper I

Seasonal Temp
Employees

Curt Peterson
Grounds Maintenance
Supervisor

Dan Leighton
Parkkeeper III

John McCarthy
Parkkeeper III

Mark Dobbelaers
Parkkeeper II

Maxwell Hansen
Parkkeeper II

Tom McNamara
Parkkeeper II

Matt Mischke
Parkkeeper II

Paul Schultz
Parkkeeper II

Greg Thomson
Parkkeeper I

Seasonal Temp
Employees

Jeff Morgan
Fleet Supervisor

Blake Hogan
Sr. Fleet Tech

Adam Kasel
Sr. Fleet Tech

Blake Klerman
Sr. Fleet Tech

Riley Odland
Sr. Fleet Tech

Kaare Kvenild
Project Specialist

Chad Manske
Project Specialist

Steven Lenertz
Fleet Supervisor

Derek Mischke
Sr. Fleet Tech

Joseph Munson
Sr. Fleet Tech

Steven Page
Sr. Fleet Tech

Vacant
Sr. Fleet Tech

Dustin Roeller
Sr. Fleet Tech

Parks, Facilities and Fleet
10/14/2022

Staffing, Career Advancement

- Grounds Maintenance has 1 manager and 2 supervisors with 3 levels of line staff plus temps.
- Building Maintenance has 1 manager and 4 supervisors with 3+ levels of line staff.
- Promotional and growth opportunities in both groups.
- Security has only 2 staff.
- Capital Projects Management has 1 manager and 5 staff at two levels of project manager

Reorganization

- Very comprehensive study by Baker Tilly in 2012-2013 lead to reorganization in early 2014 (14 months after Mike started at Dakota County)
- Looked at all maintenance staff and project delivery from buildings, grounds, transportation, and parks.
- Shifted grounds maintenance staff to Facilities Management department to manage all outdoor spaces.
- Building maintenance staff now manage Parks buildings with roofs and building systems.

Reorganization (cont.)

- Parks project management staff moved to Capital Projects Management group within Facilities to broaden skillsets and share resources.
- Transportation now assists with management of all pavement systems (service center parking lots, parks lots, trails, etc.)

Pros and Cons

- Relationship between project management and maintenance staff improves with department structure and shared leadership
- Department units work well together, able to help each other out when needed.
- Relationships with other division groups (Transportation, Fleet, Parks) key to achieving goals
- Customers don't know who to reach out to at times as department grows, have one centralized phone number for all to call which helps.



Questions &
Discussion