



# Board of Commissioners

## Agenda

15 West Kellogg Blvd.  
Saint Paul, MN 55102  
651-266-9200

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July 2, 2024 - 9 a.m.

Council Chambers - Courthouse Room 300

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### ROLL CALL

### PLEDGE OF ALLEGIANCE

### LAND ACKNOWLEDGEMENT

1. **Agenda of July 2, 2024 is Presented for Approval** [2024-243](#)

Sponsors: County Manager's Office

Approve the agenda of July 2, 2024.

2. **Minutes from June 25, 2024 are Presented for Approval** [2024-242](#)

Sponsors: County Manager's Office

Approve the June 25, 2024 Minutes.

### ADMINISTRATIVE ITEMS

3. **Grant Agreement with the Metropolitan Council and Acceptance of Federal Funds for the Phase 1 Bruce Vento Regional Trail Project** [2024-234](#)

Sponsors: Parks & Recreation

1. Accept the grant award and approve the grant agreement with the Metropolitan Council for Phase 1 Bruce Vento Regional Trail project upon execution in the amount of \$5,000,000.
2. Authorize the Chair and Chief Clerk to execute the grant agreement.
3. Authorize the Chair and Chief Clerk to execute a Land Declaration Waiver Certification form as a component of the Metropolitan Council State Bond Grant Agreement for the Phase 1 Bruce Vento Regional Trail project.
4. Ratify the submittal of the grant application to the Metropolitan Council Transportation Advisory Board Regional for Phase 1 Bruce Vento Trail Regional project.
5. Accept federal funds from Minnesota Department of Transportation for the Phase 1 Bruce Vento Regional Trail project in the amount of \$4,000,000.
6. Accept the amended budget project of 10,000,000 to account for both state and federal funding.
7. Authorize the County Manager to enter into agreements and amendments to agreements, in accordance with the county's procurement policies and procedures, provided the amounts are within the limits of the grant funding.

4. **Amendments to Administrative Code - Chapter 5, Acceptance of Gifts** [2024-235](#)
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**Policy**

Sponsors: County Manager's Office

1. Approve the amendments to Administrative Code, Chapter 5.40.03, Acceptance of Gifts Policy.
2. Direct the Chief Clerk to amend the Administrative Code to reflect the approved amendments.
3. Rescind Resolution 85-549, to withdraw authority from the Trustees of the Ramsey County Public Library to accept gifts to the Library.
4. Rescind Resolution 88-554, to withdraw authority from the Parks and Recreation director to accept gifts of cash or personal property up to \$500 in value.

**POLICY ITEM****5. Acceptance of Resignation of Commissioner Trista Martinson [2024-300](#)**

Sponsors: Board of Commissioners

Accept the resignation of Commissioner Trista Martinson from the duties as Ramsey County Commissioner for District 3 effective close of business on August 1, 2024.

**ORDINANCE PROCEDURES****6. Proposed Emergency Management and Homeland Security Department Ordinance - Waive First Reading and Set Public Hearing Date [2024-287](#)**

Sponsors: Emergency Management & Homeland Security

1. Waive the First Reading of the proposed Emergency Management and Homeland Security Ordinance.
2. Set the Public Hearing date of July 23, 2024, at 9 a.m. or as soon as possible thereafter, in the Council Chambers, third floor of Ramsey County Courthouse, 15 West Kellogg Boulevard, Saint Paul, MN, to afford the public an opportunity to comment on the proposed Emergency Management and Homeland Security Ordinance

**PRESENTATION****7. Presentation: The Ramsey County Parks & Recreation 2023-2024 State of the Parks Report [2024-223](#)**

Sponsors: Parks & Recreation

None. For information and discussion only.

**COUNTY CONNECTIONS****OUTSIDE BOARD AND COMMITTEE REPORTS****BOARD CHAIR UPDATE**

**OUTGOING DEPUTY COUNTY MANAGER REMARKS**

**ADJOURNMENT**

Following County Board Meeting:

10:30 a.m. Closed meeting - **\*\*CLOSED TO PUBLIC\*\***

Re: Michael Torrey-White v. Ramsey County, et al. – Courthouse Room 220, Large Conference Room

Advance Notice:

July 9, 2024 County board meeting – Council Chambers

July 16, 2024 No county board meeting – NACo Annual Conference (Tampa, FL)

July 23, 2024 County board meeting – Council Chambers

July 30, 2024 No county board meeting – 5th Tuesday



# Board of Commissioners

## Request for Board Action

15 West Kellogg Blvd.  
Saint Paul, MN 55102  
651-266-9200

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**Item Number:** 2024-243

**Meeting Date:** 7/2/2024

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**Sponsor:** County Manager's Office

**Title**

Agenda of July 2, 2024 is Presented for Approval

**Recommendation**

Approve the agenda of July 2, 2024.



# Board of Commissioners

## Request for Board Action

15 West Kellogg Blvd.  
Saint Paul, MN 55102  
651-266-9200

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**Item Number:** 2024-242

**Meeting Date:** 7/2/2024

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**Sponsor:** County Manager's Office

**Title**

Minutes from June 25, 2024 are Presented for Approval

**Recommendation**

Approve the June 25, 2024 Minutes.

**Attachments**

1. June 25, 2024 Minutes



# Board of Commissioners

## Minutes

15 West Kellogg Blvd.  
Saint Paul, MN 55102  
651-266-9200

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June 25, 2024 - 9 a.m.

Council Chambers - Courthouse Room 300

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The Ramsey County Board of Commissioners met in regular session at 9:01 a.m. with the following members present: Frethem, McGuire, Moran, Reinhardt, Xiong and Chair Martinson. Commissioner Ortega was absent. Also present were Johanna Berg, County Manager, and Jada Lewis, Civil Division Director, Ramsey County Attorney's Office.

### ROLL CALL

Present: Frethem, Martinson, McGuire, Moran, Reinhardt, and Xiong  
Absent: Ortega

### PLEDGE OF ALLEGIANCE

### LAND ACKNOWLEDGEMENT

Read by Commissioner Moran.

1. Agenda of June 25, 2024 is Presented for Approval [2023-669](#)

Sponsors: County Manager's Office

Approve the agenda of June 25, 2024.

Motion by McGuire, seconded by Xiong. Motion passed.

Aye: Frethem, Martinson, McGuire, Moran, Reinhardt, and Xiong

Absent: Ortega

2. Minutes from June 18, 2024 are Presented for Approval [2023-690](#)

Sponsors: County Manager's Office

Approve the June 18, 2024 Minutes.

Motion by Reinhardt, seconded by Xiong. Motion passed.

Aye: Frethem, Martinson, McGuire, Moran, Reinhardt, and Xiong

Absent: Ortega

### ADMINISTRATIVE ITEMS

3. Amendment to Administrative Code - Chapter 5, Employee Personal Effects Policy [2024-198](#)

Sponsors: County Manager's Office

1. Approve the amendments to the Administrative Code, Section 5.10.27, Employee Personal Effects Policy.
2. Direct the Chief Clerk to the Ramsey County Board to amend the Administrative Code to reflect the approved amendments.

Motion by Moran, seconded by Reinhardt. Motion passed.  
Aye: Frethem, Martinson, McGuire, Moran, Reinhardt, and Xiong  
Absent: Ortega  
Resolution: B2024-112

5. Cooperative Agreements with General Contractors for Construction Services [2024-227](#)

Sponsors: Property Management

1. Approve the selection of and the agreements for the General Contractor Cooperative Contracts identified below for the period of June 25, 2024 through June 24, 2029, in accordance with the rates established in the agreements:
  - Construction Results Corporation, 5465 Highway 169 North, Plymouth, MN 55442
  - General Contractors of Minnesota, Inc., 2201 107th Lane Northeast, Blaine, MN 55449
  - Lindee Construction Services, LLC, 1971 Ashland Avenue, Saint Paul, MN 55104
  - Cy-Con, Inc., 110 Sycamore Street West, Saint Paul, MN 55117
  - Greiner Construction, 121 South 8th Street, Suite 1200, Minneapolis, MN 55402
2. Authorize the Chair and Chief Clerk to execute the agreements.
3. Authorize the County Manager to execute amendments to the agreements in accordance with the county's procurement policies and procedures, provided the amounts are within the limits of available funding.

Motion by Moran, seconded by Reinhardt. Motion passed.  
Aye: Frethem, Martinson, McGuire, Moran, Reinhardt, and Xiong  
Absent: Ortega  
Resolution: B2024-113

6. Rice Creek Commons Annual Financial Report and Combined Project Budget [2024-171](#)

Sponsors: Community & Economic Development, Finance

1. Accept the 2023 Rice Creek Commons Annual Financial Report.
2. Accept the 2024 Rice Creek Commons Combined Project Budget.
3. Approve a \$500,000 loan from the general fund to the 2024 Rice Creek Commons Combined Project Budget to be paid back upon the execution of the sale of Outlot A.

Motion by Moran, seconded by Reinhardt. Motion passed.  
Aye: Frethem, Martinson, McGuire, Moran, Reinhardt, and Xiong  
Absent: Ortega  
Resolution: B2024-114

4. Agreement with Morcon Construction Company, Inc. for Metro Square Service Center Remodel Project [2024-226](#)

Sponsors: Property Management

1. Approve the selection of and agreement with Morcon Construction Company, Inc., 5151 Industrial Boulevard Northeast, Fridley, MN 55421, for the Metro Square Service Center Remodel project, for the period of June 25, 2024 through June 24, 2025, in the not-to-exceed amount of \$2,522,000.
2. Authorize the Chair and Chief Clerk to execute the agreement.
3. Authorize the County Manager to execute amendments to the agreement in accordance with the county's procurement policies and procedures, provided the amounts are within

the limits of available funding.

Motion by Reinhardt, seconded by Frethem. Motion passed.

Aye: Frethem, Martinson, McGuire, Moran, Reinhardt, and Xiong

Absent: Ortega

Resolution: B2024-115

## **POLICY ITEM**

### **7. Amendment to Appointments to the Recycling and Energy Board**

[2024-285](#)

Sponsors: Board of Commissioners

#### **1. Amend the appointments to the Recycling and Energy Board as follows:**

- Frethem
- McGuire
- Ortega
- Reinhardt
- Xiong
- Moran - Alternate

Discussion can be found on archived video.

Motion by Reinhardt, seconded by Frethem. Motion passed.

Aye: Frethem, Martinson, McGuire, Moran, Reinhardt, and Xiong

Absent: Ortega

Resolution: B2024-116

## **ORDINANCE PROCEDURES**

### **8. Adoption of the Ramsey County Commissioner's Salary Ordinance for 2025**

[2024-216](#)

Sponsors: Human Resources

Adopt the Proposed Ramsey County Commissioner's Salary Ordinance for 2025.

Discussion can be found on archived video.

Motion by Frethem, seconded by Reinhardt. Motion passed.

Aye: Frethem, Martinson, McGuire, Moran, Reinhardt, and Xiong

Absent: Ortega

Resolution: B2024-117

## **COUNTY CONNECTIONS**

Presented by County Manager, Johanna Berg. Discussion can be found on archived video.

## **OUTSIDE BOARD AND COMMITTEE REPORTS**

Discussion can be found on archived video.

## **BOARD CHAIR UPDATE**

Presented by Chair Martinson. Discussion can be found on archived video.

## **ADJOURNMENT**

Chair Martinson declared the meeting adjourned at 9:58 a.m.

## **CLOSED MEETING**

Pursuant to Minnesota Statutes 13D.05 subdivision 3(b) in order to discuss Sporleder v State of Minnesota, et al., the Ramsey County Board will meet in a closed meeting, which is not open to the public.

In Re Sporleder v State of Minnesota, et al.

The Closed Meeting was called to order at 12:05 p.m. with the following members present: Commissioners Frethem, McGuire, Moran, Reinhardt, Xiong and Chair Martinson. Also present: Johanna Berg, County Manager; Jada Lewis, Director of Civil Division, Office of the Ramsey County Attorney; Karen Francois, Deputy County Manager, Information and Public Records Service Team; Tracy West, Ramsey County Treasurer and Auditor, Property Taxes, Records and Election Services; Alex Kotze, Chief Finance Officer, Finance; Mandy Malecek, Enterprise Risk Manager, Compliance & Ethics Office; Jason Patten, Claims Analyst, Compliance & Ethics Office; and Mee Cheng, Chief Clerk - County Board, County Manager's Office.

Motion by Commissioner Reinhardt, seconded by Commissioner Frethem. Unanimously approved.

NOW, THEREFORE, BE IT RESOLVED, the Board of Ramsey County Commissioners:

- Approve the settlement agreement negotiated in Sporleder v. State, et al., Court File No. 62 -CV-23-3405, which is funded by a legislative appropriation in Chapter 113 of the 2024 Session Laws.
- Authorize the County Auditor to meet the requirements for participating counties outlined in Chapter 113 of the 2024 Session Laws.
- Authorize the County Attorney or designee to execute the settlement agreement on behalf of Ramsey County.

(Resolution B2024-118)

The closed meeting was adjourned at 12:25 p.m.

# Board of Commissioners

## Request for Board Action

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**Item Number:** 2024-234

**Meeting Date:** 7/2/2024

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**Sponsor:** Parks & Recreation

### Title

Grant Agreement with the Metropolitan Council and Acceptance of Federal Funds for the Phase 1 Bruce Vento Regional Trail Project

### Recommendation

1. Accept the grant award and approve the grant agreement with the Metropolitan Council for Phase 1 Bruce Vento Regional Trail project upon execution in the amount of \$5,000,000.
2. Authorize the Chair and Chief Clerk to execute the grant agreement.
3. Authorize the Chair and Chief Clerk to execute a Land Declaration Waiver Certification form as a component of the Metropolitan Council State Bond Grant Agreement for the Phase 1 Bruce Vento Regional Trail project.
4. Ratify the submittal of the grant application to the Metropolitan Council Transportation Advisory Board Regional for Phase 1 Bruce Vento Trail Regional project.
5. Accept federal funds from Minnesota Department of Transportation for the Phase 1 Bruce Vento Regional Trail project in the amount of \$4,000,000.
6. Accept the amended budget project of 10,000,000 to account for both state and federal funding.
7. Authorize the County Manager to enter into agreements and amendments to agreements, in accordance with the county's procurement policies and procedures, provided the amounts are within the limits of the grant funding.

### Background and Rationale

The Bruce Vento Regional Trail corridor is 13 miles in length and extends from the east side of downtown Saint Paul to the north county line at County Road J in Ramsey County. The southern seven-mile segment of the regional trail was completed in 2005 from downtown Saint Paul to Buerkle Road in Ramsey County on former Burlington Northern Santa Fe (BNSF) railway. The remaining six miles of the trail north of Buerkle Road to County Road J is still undeveloped due to active rail use.

During the Phase 1 preliminary and final plan development project, an estimate was developed to identify the total cost of construction. More recently, as part of the Phase 1 construction plans and specification project, an updated construction estimate identified the total cost of the Phase 1 construction project in the amount of \$10,000,000.

To offset construction costs for the project, the Parks department sought out additional construction funding. In 2020, the Parks department applied for federal transportation funds through a regional solicitation process. The Phase 1 Bruce Vento Regional Trail Extension was approved for inclusion in the regions' 2023-2026 Transportation Improvement Program (TIP) which awarded federal funds in the amount of \$4,000,000. These funds will be distributed by Minnesota Department of Transportation (MnDOT).

During the 2023 state legislative process, Ramsey County was awarded \$5,000,000 in state bonds for construction funding. The state of Minnesota has designated the Metropolitan Council as the grant administrator for state bonds funds and the Metropolitan Council has provided a grant agreement in the

amount of \$5,000,000 to Ramsey County for approval. As a condition of the grant agreement, agencies are required to provide a land declaration with legal descriptions for the project area that will receive state financing for protection of land. Since the Phase 1 project is located entirely within public property, public road right-of-way, easements and/or permitted areas, a land declaration waiver was submitted to the Minnesota Management and Budget (MMB) Office. Upon further review by the MMB Office, the land declaration waiver request was approved and MMB requires Ramsey County to approve a land declaration waiver certification form in order to satisfy MMB requirements for general obligated bond financed property.

In February 2024, Ramsey County approved a local funding match in the amount of \$1,000,000 to satisfy state and federal local funding match requirements. The county local match funding in the amount of \$1,000,000 comprises 10% of the estimated funding that is needed to complete this phase of the project, in addition to fulfilling the total project budget of \$10,000,000. This project will provide several benefits to Ramsey County residents and aligns with county strategic priorities for Residents First, Climate Mitigation and Resiliency, Intergenerational Prosperity, and Racial and Economic Inclusion.

**County Goals** (Check those advanced by Action)

- Well-being
- Prosperity
- Opportunity
- Accountability

**Racial Equity Impact**

An equity analysis was completed as part of the Bruce Vento Regional Trail Long-range Plan amendment. Engagement activities were developed and prioritized for equity, inclusivity, maximizing voices heard, and geographic representation. Equity analysis outcomes provided a direct benefit to significant populations for people of color in Saint Paul south of Larpenteur Avenue, connects two communities with diverse demographics and income between Maplewood and White Bear Lake, in addition to substantial concentrations of youth, elderly, and residents with disabilities.

In addition, the trail will connect populations south of the trail project for the southern Saint Paul segment of the existing Bruce Vento Trail which extends through highly urban and concentrated areas of poverty making it a regionally important connection that will directly benefit diverse populations more distant than those directly adjacent to the corridor area.

The following engagements listed below were completed in 2019 in coordination with the Purple Line Bus Rapid Transit project. Specific engagement activities designed to reach underrepresented communities included:

- Tuesdays on the Trail pop-up informational meetings targeting trail users.
- Four pop-up meetings were held at four locations in Saint Paul and Maplewood including Hmong Village Area, Larpenteur Avenue, Frost Avenue, Harvest Park.
- Pop-up meetings at Hmong Village Shopping Center targeting the Hmong community.
- Input from the Rush Line Community Advisory Committee whose members reflect the diverse communities along the corridor.
- Participation at the Dragon Festival at Phalen Regional Park.
- Participation at the Fiesta Latina hosted by Comunidades Latinas Unidas en Servicio (CLUES).
- Directed informational and invitational mailings to property owners with Hmong surnames.
- Information provided in multiple languages.

**Community Participation Level and Impact**

Although community engagement was not conducted regarding securing project funds, engagement was completed through a multi-year effort by the Parks department and Purple Line BRT activities. Public engagement activities were completed at different intervals depending on project location throughout the regional trail corridor. Principal planning engagement completed by the Parks department primarily focus on areas north of Buerkle Road while the Purple Line BRT Group focused primarily between Larpenteur Avenue and Buerkle Road.

To achieve the public engagement goals, diverse communities were identified including people of color, Hmong people living in Saint Paul and Maplewood, Latino people living in Saint Paul, Public Housing residents, trail users, and residents and business throughout the project corridor. Input received as a part of the engagement activities is reflected throughout the long-range plan amendment.

- Parks department engagement - Five public engagement meetings were conducted through 2014 to 2020 consisting of two public meetings in 2016, two in 2018, and one meeting in 2019 totaling approximately 185 people, 200 plus comments, approximately 50 surveys, over 3000 flyers/direct mailings, and multiple website/social media postings. Additionally, there was a 30-day public review of the master plan in September 2020.
- Purple Line Engagement - During the summer of 2019, the Rush Line BRT Group and the Parks department completed engagement activities for the development of the Ramsey County Rail Right-of-way Design Guide. A total of ten dedicated events were held throughout 2019 totaling approximately 730 people, and 75 plus survey responses. Outcomes provided feedback for site and infrastructure design elements, and site amenities for the regional trail within the Rush Line BRT corridor.

Engagement activities and notifications were completed through various methods consisting of website updates, public open houses, pop-up events, direct mailings, direct meetings with homeowners and business, flyers and social media. The Parks department received letters of support for the principal plan amendment from the cities of Gem Lake, Maplewood, Vadnais Heights, White Bear Lake; White Bear Township Hills, and the Ramsey County Parks and Recreation Commission.

- Inform       Consult       Involve       Collaborate       Empower

**Fiscal Impact**

The overall project budget for the Phase 1 construction project is estimated at \$10,000,000. The project budget is comprised of \$4,000,000 in federal funding administered by MnDOT federal aid, \$5,000,000 in state funding administered through a Metropolitan Council grant agreement, and \$1,000,000 in local county funding. Overall, 90% of the estimated construction funding needed is being provided with federal and state funds. Ramsey County local match funding in the amount of \$1,000,000 comprises 10% of the estimated funding that is needed to complete this phase of the project. Ramsey County is responsible for ongoing maintenance costs for new development after the projects are completed. The \$9,000,000 of grant revenue is new and was not included in the 2024-2025 Parks and Recreation budget.

**Last Previous Action**

On February 2, 2024, the Ramsey County Board of Commissioners approved a local match in the amount of \$1,000,000 for state and federal funds awarded for the Phase 1 Bruce Vento Regional Trail project (Resolution B2024-025).

On December 12, 2023, the Ramsey County Board of Commissioners approved the acquisition of permanent and temporary easements at 1755 Buerkle Road, White Bear Lake (Resolution B2023-232).

**Attachments**

1. Metropolitan Council Grant Agreement with Exhibits
2. Land Declaration Waiver Request Letter to Minnesota Management and Budget
3. Minnesota Management and Budget Land Certification form with Exhibits
4. 2022 Regional Solicitation Notice of Award Letter for Federal Funds

**CERTIFICATION**

**State of Minnesota**

**General Obligation Bond Financed Property**

The undersigned has a fee simple, leasehold and/or easement interest in the real property located in Ramsey County, State of Minnesota that is generally described or illustrated graphically in **Exhibit A** attached and all facilities situated thereon (the “Restricted Property”) and acknowledges that the Restricted Property is or may become State bond-financed property. To the extent that the Restricted Property is or becomes State bond-financed property, the undersigned acknowledges that:

A. The Restricted Property is state bond financed property within the meaning of Minn. Stat. Sec. 16A.695, is subject to the encumbrance created and requirements imposed by such statute, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget;

B. The Restricted Property is subject to the provisions of the State of Minnesota General Fund Grant Agreement Grant for Recreation Open Space Development between Metropolitan Council, as grantor, and Ramsey County, as grantee, dated \_\_\_\_\_, 2024; and

C. The Restricted Property shall continue to be deemed state bond financed property for 125% of the useful life of the Restricted Property or until the Restricted Property is sold with the written approval of the Commissioner of Minnesota Management and Budget.

Date: \_\_\_\_\_, 2024

RAMSEY COUNTY, a political subdivision of the State of Minnesota

\_\_\_\_\_  
By: Trista Martinson  
Title: Chair, Ramsey County Board of Commissioners

\_\_\_\_\_  
By: Mee Cheng  
Title: Chief Clerk, Ramsey County Board of Commissioners

APPROVED AS TO FORM:

*Kathleen Ritter*  
\_\_\_\_\_  
Assistant County Attorney

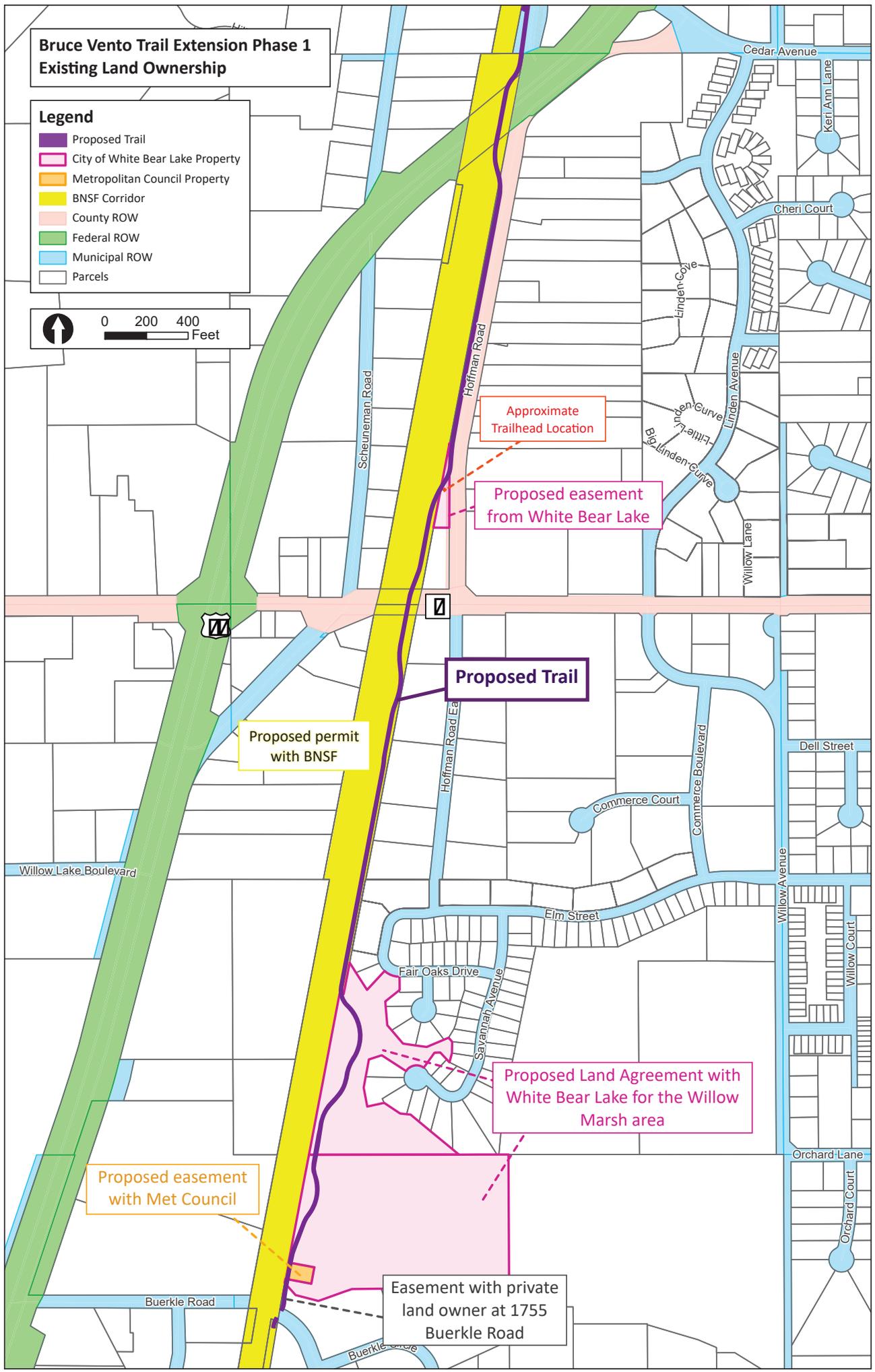
**Exhibit A**

**GENERAL DESCRIPTION OF RESTRICTED PROPERTY**

**Bruce Vento Trail Extension Phase 1  
Existing Land Ownership**

**Legend**

- Proposed Trail
- City of White Bear Lake Property
- Metropolitan Council Property
- BNSF Corridor
- County ROW
- Federal ROW
- Municipal ROW
- Parcels



Approximate Trailhead Location

Proposed easement from White Bear Lake

Proposed Trail

Proposed permit with BNSF

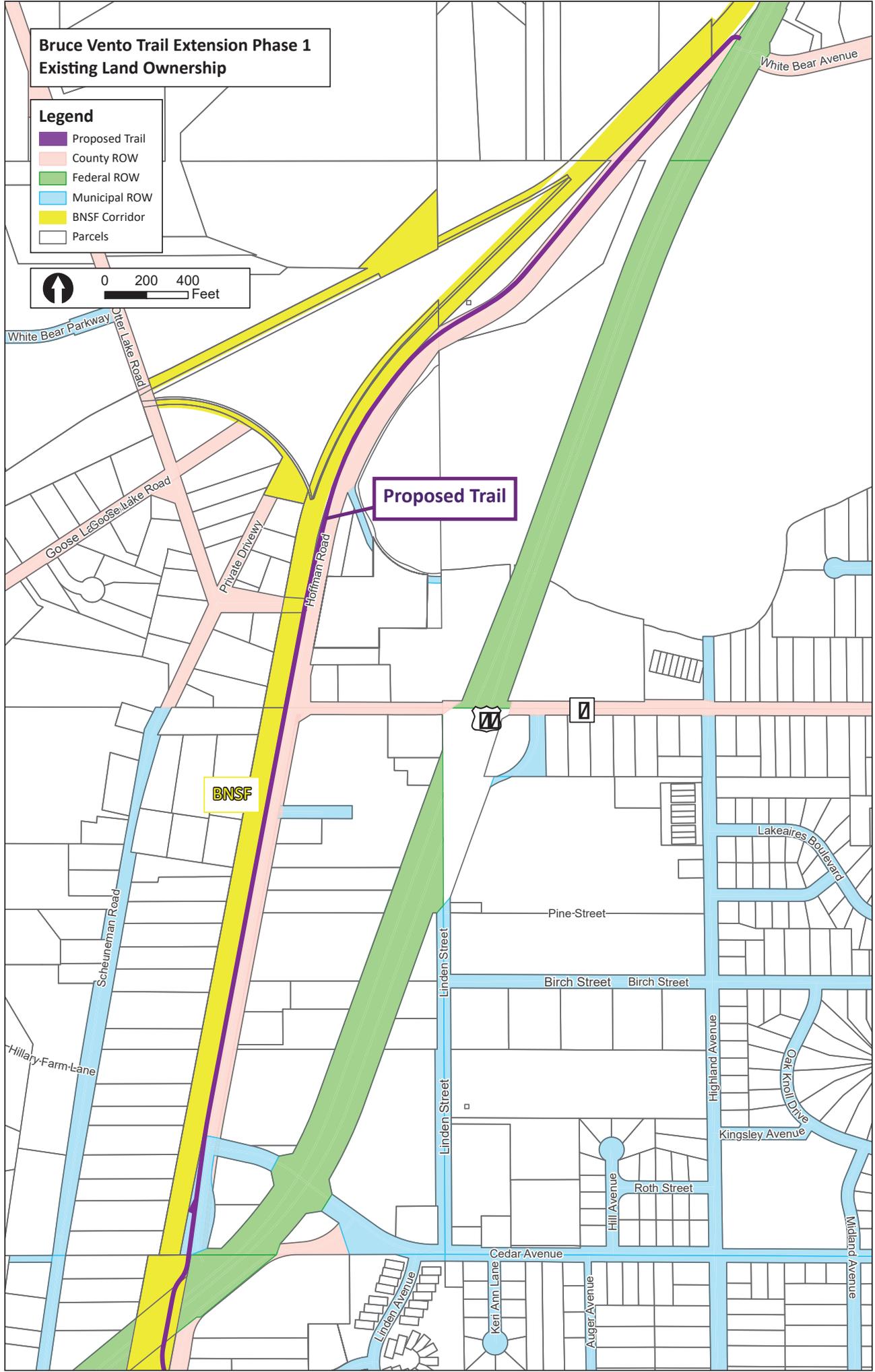
Proposed Land Agreement with White Bear Lake for the Willow Marsh area

Proposed easement with Met Council

Easement with private land owner at 1755 Buerkle Road

**Bruce Vento Trail Extension Phase 1  
Existing Land Ownership**

- Legend**
- Proposed Trail
  - County ROW
  - Federal ROW
  - Municipal ROW
  - BNSF Corridor
  - Parcels



**SG-24P6-06-01**  
**Metropolitan Council**  
**Grant Program for Recreation Open Space**  
**Development – Pass-Through**

**State of Minnesota**  
**General Fund**  
**Grant Agreement**  
**for the**

**Ramsey County**  
**Bruce Vento Regional Trail**  
**Development**

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**State of Minnesota General Fund Grant Agreement  
Grant for Recreation Open Space Development**

<b>GRANTEE: Ramsey County</b>		<b>GRANT NO.: SG-24P6-06-01</b>
<b>GRANT PROJECT: Bruce Vento Regional Trail Development - See Grant Project Summary &amp; Completion Schedule attached hereto as Attachment IV</b>		
<b>COUNCIL GRANT</b>		
<b>TOTAL GRANT AMOUNT: \$5,000,000.00</b>	<b>STATE FISCAL YEAR: 2024</b>	
<b>STATE GENERAL FUND: \$5,000,000.00</b>		
<b>APPROPRIATION: ML 2023, Regular Session, Chapter 71, Article 1, Section 11, Subd. 13</b>		
<b>EFFECTIVE DATE: Date agreement has been fully executed by both parties.</b>		
<b>PROJECT ACTIVITY PERIOD: June 1, 2023 to December 31, 2027</b>		
<b>COUNCIL AUTHORIZED REPRESENTATIVE: Nicole Clapp, Parks Grants Administrator (nicole.clapp@metc.state.mn.us)</b>		
<b>COUNCIL ACTION: September 13, 2023</b>	<b>BUSINESS ITEM: 2023-174 JT SW</b>	
<b>EXPIRATION DATE: December 31, 2027</b>		

**THIS GRANT AGREEMENT** (“Agreement”) is made and entered into on the Effective Date by and between the Metropolitan Council (“Council”) and the municipality or political subdivision of the State of Minnesota identified above as the (“Grantee.”)

**RECITALS**

1. The Council is authorized by Minnesota Statutes section 473.301 *et seq.* to make grants to eligible governmental units situated wholly or partly within the metropolitan area (“Recreation Open Space Development Grants”) for the purpose of development of regional recreation open space in accord with Minnesota Statutes section 473.147, the Regional Parks Policy Plan (the “Council Grant Program”).
2. Under the provisions contained in Minnesota Session [Laws 2023, Regular Session, Chapter 71, Article 1, Section 11, Subd. 13](#) (the “State of Minnesota Capital Improvement Legislation”) the State of Minnesota has general funds (the “State of Minnesota Capital Improvement Legislation”) in the amount(s) shown above, (the “Council Grant”) to be given to the Grantee as a grant to assist it in the costs of the legislatively defined grant project.

3. The Metropolitan Council has authorized a Recreation Open Space Development Grant to the Grantee to assist in completion of the legislatively defined project.
4. The monies allocated to fund the Council Grant to the Grantee are appropriated money from the State of Minnesota's general fund.
5. The Metropolitan Council has included the state general fund appropriation in the Council's Authorized Capital Program.
6. The Grantee and the Council desire to set forth herein the provisions relating to the granting of such monies and the disbursement thereof to the Grantee.

**IN CONSIDERATION** of the grant described and other provisions in this Agreement, the parties to this Agreement agree as follows.

### **Article I - Definitions**

**Section 1.01 Defined Terms.** As used in this Agreement, the following terms shall have the meanings set out respectively after each such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined), unless the context specifically indicates otherwise:

“Agreement” means this General Funds Grant Agreement for the Grant Project/Facility completion, as such exists on its original date and any amendments, modifications or restatements thereof.

“Architect” means the Grantee that will administer the Construction Contract Documents.

“Commissioner of Management and Budget” - means the State of Minnesota acting through its Commissioner of Management and Budget, and any designated representatives thereof.

“Completion Date” means the project completion date indicated in Attachment IV.

“Contractor” - means any person engaged to work on or to furnish materials and supplies for the Project including, if applicable, a general contractor.

“Construction Contract Documents” - means the document or documents, in form and substance acceptable to the Council, including but not limited to any construction plans and specifications and any exhibits, amendments, change orders or supplements thereto, which collectively form the contract between the Grantee and the Contractor or Contractors concerning the Project and which provide for the completion of the Project on or before the Completion Date for either a fixed price or a guaranteed maximum price.

“Council” means the entity identified as the “Council” in the lead-in paragraph of this Agreement.

“Council Grant Program” means the grant program created by the Council pursuant to Minn. State section 473.301 *et. seq.* for the acquisition and development of regional recreation open space in accord with the Council’s Regional Parks Policy Plan.

“Council Grant” means the grant of monies from the Council to the Grantee in the amount identified on Page 1 of this Agreement, as the amount thereof may be modified under the provisions contained herein.

“Counterparty” means any entity with which the Grantee contracts under a Use Contract. *This definition only applies if the Grantee enters into an agreement with another party under which such party will operate the Real Property or Facility.*

“Declaration” - means a declaration, or declarations, in the form as **Attachment I** and all amendments thereto, indicating that the Grantee’s ownership interest in the Real Property and, if applicable, the Facility is subject to the provisions of this Agreement.

“Event of Default” - means those events delineated in Section 2.05.

“Facility”, if applicable, means the grant project described on page 1 which will be constructed and located on the Real Property and all equipment that is a part thereof that was purchased with the proceeds of the Council Grant.

“Fair Market Value” – means either (i) the price that would be paid by a willing and qualified buyer to a willing and qualified seller as determined by an appraisal which assumes that all mortgage liens or encumbrances on the property being sold, which negatively affect the value of such property, will be released, or (ii) the price bid by a purchaser under a public bid procedure after reasonable public notice, with the proviso that all mortgage liens or encumbrances on the property being sold, which negatively affect the value of such property, will be released at the time of acquisition by the purchaser.

“Inspecting Engineer”, if any - means the Council’s construction inspector, or its designated consulting engineer.

“Policy Plan” means the regional recreation open space system policy plan, including the capital improvement program for recreation open space, required by Minnesota Statutes section 473.147.

“Project” - means the acquisition of an interest in the Real Property and, if applicable, the Facility, along with the performance of those activities indicated in Section 2.03.

“Real Property” means the real property located in the State of Minnesota, legally described in Attachment II to this Agreement.

“Reimbursement Request” means a reimbursement request that the Grantee, or its designee, submits to the Council to request the Reimbursement of grant eligible expenses, as referred to in Section 4.02.

“Use Contract” means a lease, management contract or other similar contract between the Grantee and any other entity that involves or relates to any part of the Real Property and/or, if applicable, Facility. *This definition is only needed and only applies if the Grantee enters into an agreement with another party under which such other party will operate the Real Property and/or, if applicable, Facility.*

“Useful Life of the Real Property and, if applicable, the Facility” – means the term set forth in Section 2.04.T. of this Agreement.

## Article II - GRANT

**Section 2.01 Grant of Monies.** The Council shall make and issue the Council Grant to the Grantee and disburse the proceeds in accordance with the provisions of this Agreement. The Council Grant is not intended to be a loan even though the portion thereof that is disbursed may need to be returned to the Council or the Commissioner of MMB under certain circumstances.

**Section 2.02 Use of Grant Proceeds.** The Grantee shall use the Council Grant solely to reimburse itself for expenditures it has already made, or will make, in the performance of the following activities, and may not use the Council Grant for any other purpose. (Check all appropriate boxes.)

- Acquisition of fee simple title to the Real Property.
- Acquisition of a leasehold interest in the Real Property.
- Acquisition of an easement on the Real Property.
- Improvement of the Real Property.
- Acquisition of the Facility.
- Improvement of the Facility.
- Renovation or rehabilitation of the Facility.
- Construction of the Facility.

**Section 2.03 Operation of the Real Property and Facility.** The Grantee shall operate the Real Property and, if applicable, the Facility, or cause it to be operated, in accordance with the Council Grant Program or for such other use as the Minnesota legislature may from time to time designate, and for no other purposes or uses. The Grantee may enter into Use Contracts with Counterparties to so operate the Real Property and, if applicable, the Facility; provided that such Use Contracts must fully comply with all of the provisions contained in Section 3.01. The Grantee shall also annually determine that the Real Property and, if applicable, the Facility are being so used, and shall annually supply a statement, sworn to before a notary public, to such effect to the Council and Commissioner of MMB.

**Section 2.04 Grantee Representations and Warranties.** The Grantee further covenants with, and represents and warrants to the Council as follows:

A. It has legal authority to enter into, execute, and deliver this Agreement, the Declaration, and all documents referred to herein, and it has taken all actions necessary to its execution and delivery of such documents.

B. This Agreement, the Declaration, and all other documents referred to herein are the legal, valid and binding obligations of the Grantee enforceable against the Grantee in accordance with their respective terms.

C. It will comply with all of the terms, conditions, provisions, covenants, requirements, and warranties in this Agreement, the Declaration, and all other documents referred to herein.

D. It has made no material false statement or misstatement of fact in connection with its receipt of the Council Grant, and all of the information it previously submitted or will submit to the Council or Commissioner of MMB relating to the Council Grant or the disbursement of any of the Council Grant is and will be true and correct.

E. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no actions, suits, or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it relating to the Real Property and, if applicable, the Facility, and it is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into this Agreement, the Declaration, or any document referred to herein, or to perform any of the acts required of it in such documents.

F. Neither the execution and delivery of this Agreement, the Declaration, or any document referred to herein, nor compliance with any of the terms, conditions, requirements, or provisions contained in any of such documents is prevented by, is a breach of, or will result in a breach of, any term, condition, or provision of any agreement or document to which it is now a party or by which it is bound.

G. The contemplated use of the Real Property and, if applicable, the Facility will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.

H. The Project was, or will be, completed in full compliance with all applicable laws, statutes, rules, ordinances, and regulations issued by any federal, state, or local political subdivisions having jurisdiction over the Project.

I. All applicable licenses, permits and bonds required for the performance and completion of the Project have been, or will be, obtained.

J. All applicable licenses, permits and bonds required for the operation of the Real Property and, if applicable, the Facility in the manner specified in Section 2.03 have been, or will be, obtained.

K. It will operate, maintain, and manage the Real Property and, if applicable, the Facility in compliance with all applicable laws, statutes, rules, ordinances, and regulations issued by any federal, state, or local political subdivisions having jurisdiction over the Real Property and, if applicable, the Facility.

L. It has, or will acquire, the following interest in the Real Property and, if applicable, the Facility, and, in addition, will possess all easements necessary for the operation, maintenance and management of the Real Property and, if applicable, the Facility in the manner specified in Section 2.03:

(Check the appropriate box for the Real Property and, if applicable, for the Facility.)

Ownership Interest in the Real Property:

- Fee simple ownership of the Real Property.
- A Real Property/Facility Lease for the Real Property, in form and substance acceptable to the Council, for a term of at least 125% of the Useful Life of the Real Property and, if applicable, Facility, which cannot be prematurely cancelled or terminated without the prior written consent of the Council.

(If the term of the Real Property/Facility Lease is for a term authorized by a Minnesota statute, rule or session law, then insert the citation:  
\_\_\_\_\_.)

- An easement for the Real Property, in form and substance acceptable to the Council, for a term of at least 125% of the Useful Life of the Real Property and, if applicable, Facility, which cannot be prematurely cancelled or terminated without the prior written consent of the Council.

(If the term of the easement is for a term authorized by a Minnesota statute, rule or session law, then insert the citation: \_\_\_\_\_.)

Ownership Interest in, if applicable, the Facility:

- Fee simple ownership of the Real Property.
- A Real Property/Facility Lease for the Real Property, in form and substance acceptable to the Council, for a term of at least 125% of the Useful Life of the Real Property and, if applicable, Facility, which cannot be prematurely cancelled or terminated without the prior written consent of the Council.

(If the term of the Real Property/Facility Lease is for a term authorized by a Minnesota statute, rule or session law, then insert the citation:  
\_\_\_\_\_.)

- Not applicable because there is no Facility.

and such interests are or will be subject only to those easements, covenants, conditions and restrictions that will not materially interfere with the completion of the Project and the intended operation and use of the Real Property and, if applicable, the Facility, or those easements, covenants, conditions and restrictions which are specifically consented to, in writing, by the Council.

M. It will fully enforce the terms and conditions contained in any Use Contract.

N. It has complied with the matching funds requirement, if any, contained in Section 5.23.

O. It will supply, or cause to be supplied, whatever funds are needed above and beyond the amount of the Council Grant to complete and fully pay for the Project.

P. The Project will be completed substantially in accordance with the Construction Contract Documents by the Completion Date, and will be situated entirely on the Real Property.

Q. It will require the Contractor or Contractors to comply with all rules, regulations, ordinances, and laws bearing on its conduct of work on the Project.

R. It will not allow any lien or encumbrance that is prior and superior to the Declaration to be created on or imposed upon the Real Property, whether such lien or encumbrance is voluntary or involuntary and including but not limited to a mechanic's lien or a mortgage lien, without the prior written consent of the Council and the Commissioner of MMB.

S. It will furnish to the Council and the Commissioner of MMB as soon as possible and in any event within 7 calendar days after the Grantee has obtained knowledge of the occurrence of each Event of Default, or each event which with the giving of notice or lapse of time or both would constitute an Event of Default, a statement setting forth details of each Event of Default, or event which with the giving of notice or upon the lapse of time or both would constitute an Event of Default, and the action which the Grantee proposes to take with respect thereto.

T. The Useful Life of the Real Property and, if applicable, Facility is 10 years.

U. It shall furnish such satisfactory evidence regarding the representations and warranties described herein as may be required and requested in writing by either the Council or the Commissioner of MMB.

**Section 2.05 Event(s) of Default.** The following events shall, unless waived in writing by the Council and the Commissioner of MMB, constitute an Event of Default under this Agreement upon either the Council or Commissioner of MMB giving the Grantee 30 days written notice of such event, and the Grantee's failure to cure such event during such 30 day time period for those Events of Default that can be cured within 30 days or within whatever time period is needed to cure those Events of Default that cannot be cured within 30 days as long as the Grantee is using its best efforts to cure and is making reasonable progress in curing such Events of Default,

however, in no event shall the time period to cure any Event of Default exceed 6 months. Notwithstanding the foregoing, any of the following events that cannot be cured shall, unless waived in writing by the Council and the Commissioner of MMB, constitute an Event of Default under this Agreement immediately upon the Council giving the Grantee written notice of such event.

A. If any representation, covenant, or warranty made by the Grantee herein, in any Reimbursement Request, or in any other document furnished pursuant to this Agreement, or in order to induce the Council to disburse any of the Council Grant, shall prove to have been untrue or incorrect in any material respect or materially misleading as of the time such representation, covenant, or warranty was made.

B. If the Grantee fails to fully comply with any provision, term, condition, covenant, or warranty contained in this Agreement, the Declaration, or any other document referred to herein.

**Section 2.06 Remedies.** Upon the occurrence of an Event of Default and at any time thereafter until such Event of Default is cured to the satisfaction of the Council, the Council, or the Commissioner of MMB may enforce any or all of the following remedies.

A. The Council may refrain from disbursing the Council Grant; provided, however, the Council may make such disbursements after the occurrence of an Event of Default without thereby waiving its rights and remedies hereunder.

B. The Commissioner of MMB, as a third party beneficiary of this Agreement, may demand that the portion of the Council Grant already disbursed to the Grantee be returned to it, and upon such demand the Grantee shall return such portion to the Commissioner of MMB.

C. Either the Council or the Commissioner of MMB, as a third-party beneficiary of this Agreement, may enforce any additional remedies they may have in law or equity.

The rights and remedies herein specified are cumulative and not exclusive of any rights or remedies that the Council or the Commissioner of MMB would otherwise possess.

If the Grantee does not repay any portion of the amount specified in Section 2.06.B within 30 days of demand by either the Council or the Commissioner of MMB, then such amount may, unless precluded by law, be taken from or off-set against any aids or other monies that the Grantee is entitled to receive from the State of Minnesota.

**Section 2.07 Notification of Event of Default.** The Grantee shall furnish to both the Council and the Commissioner of MMB, as soon as possible and in any event within 7 calendar days after it has obtained knowledge of the occurrence of each Event of Default or each event which with the giving of notice or lapse of time or both would constitute an Event of Default, a statement setting forth details of each Event of Default or event which with the giving of notice or upon the lapse of time or both would constitute an Event of Default and the action which the Grantee proposes to take with respect thereto.

**Section 2.08 Term of Grant Agreement.** This Agreement shall, unless earlier terminated in accordance with any of the provisions contained herein, remain in full force and effect for the time period starting on the effective date hereof and ending on the date that corresponds to the date established by adding a time period equal to 125% of Useful Life of the Real Property and, if applicable, Facility to the date on which the Real Property and, if applicable, Facility is first used for the operation of the Council Grant Program after such effective date. If there are no uncured Events of Default as of such date this Agreement shall terminate and no longer be of any force or effect, and the Commissioner of MMB shall execute whatever documents are needed to release the Real Property and, if applicable, Facility from the effect of this Agreement and the Declaration.

**Section 2.09 Modification and/or Early Termination of Grant.** If the Project is not started on or before the date that is 5 years from the effective date of this Agreement or all of the Council Grant has not been disbursed as of the date that is 4 years from the date on which the Project is started, or such later date to which the Grantee and the Council may agree in writing, then, the Council's obligation to fund the Grant shall terminate, and, in such event, (i) if none of the Council Grant has been disbursed by such date then the Council's obligation to fund any portion of the Grant shall terminate and this Agreement shall also terminate and no longer be of any force or effect, and (ii) if some but not all of the Council Grant has been disbursed by such date then the Council shall have no further obligation to provide any additional funding for the Council Grant and this Agreement shall remain in full force and effect but shall be modified and amended to reflect the amount of the Council Grant that was actually disbursed as of such date.

This Agreement shall also terminate and no longer be of any force or effect upon (a) the termination of the Grantee's leasehold or easement interest in the Real Property in accordance with the terms of such lease or easement, or (b) the sale of the Grantee's interest in the Real Property and, if applicable, the Facility in accordance with the provisions contained in Section 3.02 and transmittal of all or a portion of the proceeds of such sale to the Commissioner of MMB in compliance with the provisions contained in Section 3.03. Upon such termination the Council shall execute and deliver to the Grantee such documents as are required to release the Real Property and, if applicable, the Facility, from the effect of the Declaration.

In the event that the legislation that authorized the Council Grant is amended to increase or reduce the amount of the Council Grant or in any other way, then this Agreement shall be deemed to have been automatically modified in accordance with such amendment and the amount of the Council Grant shall also be automatically modified in accordance with such amendment.

**Section 2.10 Effect of Event of Default.** If an Event of Default occurs and the Grantee is required to and does return the amount specified in Section 2.06.B to the Commissioner of MMB, then the following shall occur.

A. This Agreement shall survive and remain in full force and effect.

B. The amount returned by the Grantee shall be credited against any amount that shall be due to the Commissioner of MMB under Section 3.03 and against any amount that becomes due and payable because of any other Event of Default.

**Section 2.11 Excess Funds.** If the full amount of the Council Grant and any matching funds referred to in Section 5.23 are not needed to complete the Project, then, unless language in the legislation that authorized the Council Grant indicates otherwise, the Council Grant shall be reduced by the amount not needed.

### **Article III - USE AND SALE**

**Section 3.01 Use Contracts.** Each and every Use Contract that the Grantee enters into must comply with the following requirements:

A. The purpose for which the Use Contract was entered into must be a governmental purpose.

B. It must contain a provision setting forth the statutory authority under which the Grantee is entering into the Use Contract, and must comply with the substantive and procedural provisions of such statute.

C. It must contain a provision stating that the Use Contract is being entered into in order to carry out the purpose for which the Council Grant was allocated, and must recite the purpose.

D. It must be for a term, including any renewals that are solely at the option of the Counterparty, that is, if applicable, substantially less than the useful life of the structures and improvements that make up the Facility, but may allow for renewals beyond the original term upon a determination by the Grantee that the use continues to carry out the specific purpose for which the Council Grant was allocated. A term that is equal to or shorter than 50% of the useful life of the structures and improvements that make up the Facility will meet the requirement that it be for a time period that is substantially shorter than the useful life of such structures and improvements.

E. It must allow for termination by the Grantee in the event of a default thereunder by the Counterparty, or in the event that the specific purpose for which the Council Grant was allocated is terminated or changed.

F. It must require the Counterparty to pay all costs of operation and maintenance of the Real Property and, if applicable, the Facility, unless the Grantee is authorized by law to pay such costs and agrees to pay such costs.

G. If the amount of the Council Grant exceeds \$200,000.00, then it must contain a provision requiring the Counterparty to list any vacant or new positions it may have with state workforce centers as required by Minn. Stat. § 116L.66, Subd. 1, as it may be amended, modified or replaced from time to time, for the term of the Use Contract.

**Section 3.02 Sale.** The Grantee shall not sell any part of its ownership interest in the Real Property or, if applicable, the Facility unless all of the following provisions have been complied with fully.

A. The Grantee determines, by official action, that such ownership interest is no longer usable or needed for the operation of the Council Grant Program, which such determination may be based on a determination that the portion of the Real Property or, if applicable, Facility to which such ownership interest applies is no longer suitable or financially feasible for such purpose.

B. The sale is made as authorized by law.

C. The sale is for Fair Market Value.

D. Written notice of such proposed sale has been supplied to both the Council and the Commissioner of MMB at least 30 days prior thereto.

The acquisition of the Grantee's interest in the Real Property and, if applicable, the Facility at a foreclosure sale, by acceptance of a deed-in-lieu of foreclosure, or enforcement of a security interest in personal property used in the operation of thereof, by a lender that has provided monies for the acquisition of the Grantee's interest in or betterment of the Real Property and, if applicable, the Facility shall not be considered a sale for the purposes of this Agreement if after such acquisition the lender operates such portion of the Real Property and, if applicable, the Facility in a manner which is not inconsistent with the program specified in Section 2.03 and the lender uses its best efforts to sell such acquired interest to a third party for Fair Market Value. The lender's ultimate sale or disposition of the acquired interest in the Real Property and, if applicable, the Facility shall be deemed to be a sale for the purposes of this Agreement, and the proceeds thereof shall be disbursed in accordance with the provisions contained in Section 3.03.

**Section 3.03 Proceeds of a Sale.** Upon the sale of the Grantee's interest in the Real Property and, if applicable, the Facility the net proceeds thereof shall be disbursed in the following manner and order.

A. The first distribution shall be to the Commissioner of MMB in an amount equal to the amount of the Council Grant actually disbursed, and if the amount of such net proceeds shall be less than the amount of the Council Grant actually disbursed then all of such net proceeds shall be distributed to the Commissioner of MMB.

B. The remaining portion, after the distribution specified in Section 3.03.A, shall be distributed to pay in full any outstanding public or private debt incurred to acquire the Grantee's interest in or for the betterment of the Real Property and, if applicable, the Facility in the order of priority of such debt.

C. Any remaining portion, after the distributions specified in Sections 3.03A and B, shall be divided and distributed in proportion to the shares contributed to the acquisition of the Grantee's interest in or for the betterment of the Real Property and, if applicable, the Facilities by public and private entities, including the Council but not including any private entity that has been paid in full, that supplied funds in either real monies or like-kind contributions for such acquisition and betterment, and the Council's distribution shall be made to the Commissioner of MMB. Such public and private entities may agree amongst themselves as to any redistribution of such distributed funds.

The Grantee shall not be required to pay or reimburse the Council for any funds above and beyond the full net proceeds of such sale, even if such net proceeds are less than the amount of the Council Grant actually disbursed.

#### **Article IV - DISBURSEMENT OF GRANT PROCEEDS**

**Section 4.01 Reimbursements.** The Council will reimburse the Grantee for grant eligible expenses as submitted.

**Section 4.02 Reimbursement Requests and Payment.** The Council will reimburse the Grantee for grant eligible expenses as submitted. Payment requests shall be made using reimbursement request forms provided by the Council. The Council will disburse grant funds on a reimbursement or a “cost incurred” basis. Payment requests must include the specific Council Grant Project activities conducted or completed during the authorized time-period. Payment requests must include documentation supporting expenses including consultant/contractor invoices showing the time-period covered by the invoice; proof or verification of the invoice, and other supporting documents as the Council deems appropriate.

Notwithstanding anything herein to the contrary, no Reimbursements for materials stored on or off the Real Property will be made by the Council unless the Grantee shall advise the Council, in writing, of its intentions to so store materials prior to their delivery and the Council has not objected thereto.

At the time of submission of each Reimbursement Request, other than the final Reimbursement, the Grantee shall submit to the Council such supporting evidence as may be requested by the Council to substantiate all payments which are to be made out of the relevant Reimbursement Request or to substantiate all payments then made with respect to the Project.

At the time of submission of the final Reimbursement Request, which shall not be submitted before completion of the Project, the Grantee must comply with all requirements contained in Section 5.30 of this Agreement.

**Section 4.03 Additional Funds.** If the Council shall at any time in good faith determine that the sum of the undisbursed amount of the Council Grant plus the amount of all other funds committed to the completion of the Project is less than the amount required to pay all costs and expenses of any kind which reasonably may be anticipated in connection with the completion of the Project, then the Council may send written notice thereof to the Grantee specifying the amount which must be supplied in order to provide sufficient funds to complete the Project. The Grantee agrees that it will, within 10 calendar days of receipt of any such notice, supply or have some other entity supply the amount of funds specified in the Council’s notice.

**Section 4.04 Conditions Precedent to Any Reimbursement.** The obligation of the Council to make any Reimbursement hereunder shall be subject to the following conditions precedent:

- A. The Council shall have received a Reimbursement Request for such Reimbursement specifying the amount of funds being requested, which such amount when

added to all prior requests for a Reimbursement shall not exceed the amount of the Council Grant delineated in Section 1.01.

B. The Council shall have either received (i) a duly executed Declaration (Attachment I) that has been duly recorded in the appropriate governmental office, with all of the recording information displayed thereon, or (ii) a certification required by Section 7.02(b) of the Commissioner's Order if a waiver to the Declaration requirement has been granted by the Commissioner of MMB.

C. The Council shall have received evidence, in form and substance acceptable to the Council, that (i) the Grantee has legal authority to and has taken all actions necessary to enter into this Agreement and the Declaration, and (ii) this Agreement and the Declaration are binding on and enforceable against the Grantee.

D. The Council shall have received evidence, in form and substance acceptable to the Council, that that the Grantee has sufficient funds to fully and completely pay for the entire Project and all other expenses that may occur in conjunction therewith.

E. The Council shall have received evidence, in form and substance acceptable to the Council, that the Grantee is in compliance with the matching funds requirements, if any, contained in Section 5.23.

F. The Council shall have received evidence, in form and substance acceptable to the Council, showing that the Grantee currently possesses or will use the Council Grant to acquire the ownership interest delineated in Section 2.04.L.

G. The Council shall have received evidence, in form and substance acceptable to the Council, that the Real Property and, if applicable, the Facility and the contemplated use thereof are permitted by and will comply with all applicable use or other restrictions and requirements imposed by applicable zoning ordinances or regulations, and have been duly approved by the applicable municipal or governmental authorities having jurisdiction.

H. The Council shall have received evidence, in form and substance acceptable to the Council, that that all applicable and required building permits, other permits, bonds and licenses necessary for the completion of the Project have been paid for, issued, and obtained, other than those permits, bonds and licenses which may not lawfully be obtained until a future date or those permits, bonds and licenses which in the ordinary course of business would normally not be obtained until a later date.

I. The Council shall have received evidence, in form and substance acceptable to the Council, that that all applicable and required permits, bonds and licenses necessary for the operation of the Real Property and, if applicable, the Facility in the manner specified in Section 2.03 have been paid for, issued, and obtained, other than those permits, bonds and licenses which may not lawfully be obtained until a future date or those permits, bonds and licenses which in the ordinary course of business would normally not be obtained until a later date.

J. The Council shall have received evidence, in form and substance acceptable to the Council, that the Project will be completed in a manner that will allow the Real Property and, if applicable, the Facility to be operated in the manner specified in Section 2.03.

K. The Council shall have received evidence, in form and substance acceptable to the Council, that that the Grantee has the ability and a plan to fund the program which will be operated on the Real Property and, if applicable, in the Facility.

L. The Council shall have received evidence, in form and substance acceptable to the Council, that the Construction Contract Documents are in place and are fully and completely enforceable.

M. The Council shall have received evidence, in form and substance acceptable to the Council, that the Contractor will complete the Project substantially in conformance with the Construction Contract Documents and pay all amounts lawfully owing to all laborers and materialmen who worked on the Project or supplied materials therefor, other than amounts being contested in good faith. Such evidence may be in the form of payment and performance bonds in amounts equal to or greater than the amount of the fixed price or guaranteed maximum price contained in the Construction Contract Documents which name the Council and the Grantee dual obligees thereunder, or such other evidence as may be acceptable to the Grantee and the Council.

N. The Council shall have received evidence, in form and substance acceptable to the Council, that that the policies of insurance required under Section 5.01 are in full force and effect.

O. The Council shall have received evidence, in form and substance acceptable to the Council, that the Contractor will complete the Construction Items substantially in conformance with the Construction Contract Documents and pay all amounts lawfully owing to all laborers and materialmen who worked on the Construction Items or supplied materials therefor, other than amounts being contested in good faith. Such evidence may be in the form of payment and performance bonds in amounts equal to or greater than the amount of the fixed price or guaranteed maximum price contained in the Construction Contract Documents that name the Council and the Grantee as parties.

P. No determination shall have been made by the Council that the amount of funds committed to the completion of the Project is less than the amount required to pay all costs and expenses of any kind which reasonably may be anticipated in connection with the completion of the Project, or if such a determination has been made and notice thereof sent to the Grantee then the Grantee has supplied or has caused some other entity to supply the necessary funds in accordance with Section 4.03, or to provide evidence acceptable to the Council that sufficient funds are available.

Q. No Event of Default under this Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.

R. The Grantee has supplied to the Council all other items that the Council may reasonably require.

**Section 4.05 Construction Inspections.** The Grantee and the Architect, if any, shall be responsible for making their own inspections and observations of the Project, and shall determine to their own satisfaction that the work done or materials supplied by the Contractors to whom payment is to be made out of each Reimbursement has been properly done or supplied in accordance with the applicable contracts with such Contractors. If any work done or materials supplied by a Contractor are not satisfactory to the Grantee and the Architect, if any, or if a Contractor is not in material compliance with the Construction Contract Documents in any respect, then the Grantee shall immediately notify the Council, in writing. The Council and the Inspecting Engineer, if any, may conduct such inspections of the Project as either may deem necessary for the protection of the Council's interest, and that any inspections which may be made of the Project by the Council or the Inspecting Engineer, if any, are made and all certificates issued by the Inspecting Engineer, if any, will be issued solely for the benefit and protection of the Council, and the Grantee will not rely thereon.

## **Article V - MISCELLANEOUS**

**Section 5.01 Insurance.** The Grantee shall maintain or cause to be maintained builders risk insurance and fire and extended coverage insurance on the Facility, if such exists, in an amount equal to the full insurable value thereof, and shall name the Council as loss payee thereunder. If damages which are covered by such required insurance occurs to the Facility, if such exists, then the Grantee shall, at its sole option and discretion, either: (i) use or cause the insurance proceeds to be used to fully or partially repair such damage and to provide or cause to be provided whatever additional funds that may be needed to fully or partially repair such damage, or (ii) sell its interest in the Real Property and the damaged Facility, if such exists, in accordance with the provisions contained in Section 3.02. If the Grantee elects to only partially repair such damage, then the portion of the insurance proceeds which are not used for such repair shall be applied in accordance with the provisions contained in Section 3.03 as if the Grantee's interest in the Real Property and Facility, if such exists, had been sold, and such amounts shall be credited against the amounts due and owing under Section 3.03 upon the ultimate sale of the Grantee's interest in the Real Property and Facility, if such exists. If the Grantee elects to sell its interest in the Real Property and the damaged Facility, if such exists, then such sale must occur within a reasonable time period from the date the damage occurred and the cumulative sum of the insurance proceeds plus the proceeds of such sale must be applied in accordance with the provisions contained in Section 3.03, with the insurance proceeds being so applied within a reasonable time period from the date they are received by the Grantee.

As loss payee under the insurance required herein the Council agrees to and will assign or pay over to the Grantee all insurance proceeds it receives so that the Grantee can comply with the requirements that this Section 5.01 imposes upon the Grantee as to the use of such insurance proceeds.

If the Grantee elects to maintain general comprehensive liability insurance regarding the Real Property and Facility, if such exists, then the Grantee shall have the Council named as an additional named insured therein.

At the written request of either the Council or the Commissioner of MMB, the Grantee shall promptly furnish thereto all written notices and all paid premium receipts received by the Grantee regarding the required insurance, or certificates of insurance evidencing the existence of such required insurance.

**Section 5.02 Condemnation.** If all or any portion of the Real Property and, if applicable, the Facility is condemned to an extent that the Grantee can no longer comply with the provisions contained in Section 2.03, then the Grantee shall, at its sole option and discretion, either: (i) use or cause the condemnation proceeds to be used to acquire an interest in additional real property needed for the Grantee to continue to comply with the provisions contained in Section 2.03 and, if applicable, to fully or partially restore the Facility and to provide or cause to be provided whatever additional funds that may be needed for such purposes, or (ii) sell the remaining portion of its interest in the Real Property and, if applicable, the Facility in accordance with the provisions contained in Section 3.02. Any condemnation proceeds which are not used to acquire an interest in additional real property or to restore, if applicable, the Facility shall be applied in accordance with the provisions contained in Section 3.03 as if the Grantee's interest in the Real Property and, if applicable, the Facility had been sold, and such amounts shall be credited against the amounts due and owing under Section 3.03 upon the ultimate sale of the Grantee's interest in the Real Property and, if applicable, the Facility. If the Grantee elects to sell its interest in the portion of the Real Property and, if applicable, the Facility that remains after the condemnation, then such sale must occur within a reasonable time period from the date the condemnation occurred and the cumulative sum of the condemnation proceeds plus the proceeds of such sale must be applied in accordance with the provisions contained in Section 3.03, with the condemnation proceeds being so applied within a reasonable time period from the date they are received by the Grantee.

As recipient of any of condemnation awards or proceeds referred to herein, the Council agrees to and will disclaim, assign or pay over to the Grantee all of such condemnation awards or proceeds it receives so that the Grantee can comply with the requirements which this Section 5.02 imposes upon the Grantee as to the use of such condemnation awards or proceeds.

**Section 5.03. Use, Maintenance, Repair and Alterations.** The Grantee shall not, without the written consent of the Council, permit or suffer the use of any of the Real Property and, if applicable, the Facility, for any purpose other than the use for which the same is intended as of the effective date of this Agreement. In addition, the Grantee: (i) shall keep the Real Property and, if applicable, the Facility, in good condition and repair, subject to reasonable and ordinary wear and tear, (ii) shall not, written consent of the Council, remove, demolish or substantially alter (except such alterations as may be required by laws, ordinances or regulations) any of the Facility, if applicable, (iii) shall not do any act or thing which would unduly impair or depreciate the value of the Real Property and, if applicable, the Facility, (iv) shall not abandon the Real Property and, if applicable, the Facility, (v) shall complete promptly and in good and workmanlike manner any building or other improvement which may be constructed on the Real Property and promptly restore in like manner any portion of the Facility, if applicable, which may be damaged or destroyed thereon and pay when due all claims for labor performed and materials furnished therefor, (vi) shall comply with all laws, ordinances, regulations, requirements, covenants, conditions and restrictions now or hereafter affecting the Real Property and, if applicable, the Facility, or any part thereof, or requiring any alterations or improvements thereto, (vii) shall not commit or permit any waste or deterioration of the Real Property and, if applicable, the Facility,

(viii) shall keep and maintain abutting grounds, sidewalks, roads, parking and landscape areas in good and neat order and repair, (ix) shall comply with the provisions of any lease if the Grantee's interest in the Real Property and, if applicable, the Facility, is a leasehold interest, (x) shall comply with the provisions of any condominium documents if the Real Property and, if applicable, the Facility, is part of a condominium regime, (xi) shall not remove any fixtures or personal property from the Real Property and, if applicable, the Facility, that was paid for with the proceeds of the Council Grant unless the same are immediately replaced with like property of at least equal value and utility, and (xii) shall not commit, suffer or permit any act to be done in or upon the Real Property and, if applicable, the Facility, in violation of any law, ordinance or regulation.

**Section 5.04 Records Keeping and Reporting.** The Grantee shall maintain or cause to be maintained books, records, documents and other evidence pertaining to the costs or expenses associated with the completion of the Project and operation of the Real Property and, if applicable, the Facility, and compliance with the requirements contained in this Agreement, and upon request shall allow or cause the entity which is maintaining such items to allow the Council, auditors for the Council, the Legislative Auditor for the State of Minnesota, or the State Auditor for the State of Minnesota, to inspect, audit, copy, or abstract, all of its books, records, papers, or other documents relevant to the Council Grant. The Grantee shall use or cause the entity which is maintaining such books and records to use generally accepted accounting principles in the maintenance of such books and records, and shall retain or cause to be retained all of such books, records, documents and other evidence for a period of 6 years from the date that the Project is fully completed and placed into operation.

**Section 5.05 Inspections by Council.** Upon reasonable request by the Council the Grantee shall allow, and will require any entity to whom it leases, subleases, or enters into a Use Contract for any portion of the Real Property and, if applicable, the Facility to allow, the Council to inspect the Real Property and, if applicable, the Facility.

**Section 5.06 Data Practices.** The Grantee agrees with respect to any data that it possesses regarding the Council Grant, the Project, or the Real Property and, if applicable, the Facility, to comply with all of the provisions and restrictions contained in the Minnesota Government Data Practices Act contained in Chapter 13 of the Minnesota Statutes that exists as of the date of this Agreement and as such may subsequently be amended, modified or replaced from time to time.

**Section 5.07 Non-Discrimination.** The Grantee agrees to not engage in discriminatory employment practices in the completion of the Project, or operation or management of the Real Property and, if applicable, the Facility, and it shall, with respect to such activities, fully comply with all of the provisions contained in Minn. Stat. Chapters 363A and 181 that exists as of the date of this Agreement and as such may subsequently be amended, modified or replaced from time to time.

**Section 5.08 Worker's Compensation.** The Grantee agrees to comply with all of the provisions relating to worker's compensation contained in Minn. Stat. §§ 176.181, Subd. 2 and 176.182 that exists as of the date of this Agreement and as such may subsequently be amended, modified or replaced from time to time, with respect to the completion of the Project, and the operation or management of the Real Property and, if applicable, the Facility.

**Section 5.09 Antitrust Claims.** The Grantee hereby assigns to the Council and the Commissioner of MMB all claims it may have for over charges as to goods or services provided in its completion of the Project, and operation or management of the Real Property and, if applicable, the Facility that arise under the antitrust laws of the State of Minnesota or of the United States of America.

**Section 5.10 Review of Plans and Cost Estimates.** The Grantee agrees to comply with all applicable provisions and requirements contained in Minn. Stat. § 16B.335 that exists as of the date of this Agreement and as such may subsequently be amended, modified or replaced from time to time, for the Project, and in accordance therewith the Grantee and the Council agree to comply with the following provisions and requirements if such provisions and requirements are applicable.

A. The Grantee shall provide all information that the Council may request in order for the Council to determine that the Project will comply with the provisions and requirements contained in Minn. Stat. § 16B.335, as it may be amended, modified or replaced from time to time.

B. Prior to its proceeding with design activities for the Project the Grantee shall prepare a predesign package and submit it to the Commissioner of Administration for the State of Minnesota for review and comment. The predesign package must be sufficient to define the purpose, scope, cost, and projected schedule for the Project, and must demonstrate that the Project has been analyzed according to appropriate space and needs standards. Any substantial changes to such predesign package must be submitted to the Commissioner of Administration for the State of Minnesota for review and comment.

C. If the Project includes the construction of a new building, substantial addition to an existing building, a substantial change to the interior configuration of an existing building, or the acquisition of an interest in land, then the Grantee shall not prepare final plans and specifications until it has prepared a program plan and cost estimates for all elements necessary to complete the Project and presented them to the Chairs of the Minnesota State Senate Finance Committee and Minnesota House of Representatives Ways and Means Committee and the chairs have made their recommendations, and it has notified the Chair and Ranking Minority Member of the Minnesota House of Representatives Capital Investment Committee and the Chair and Ranking Minority Member of the Minnesota State Senate Capital Investment Committee. The program plan and cost estimates must note any significant changes in the work to be performed on the Project, or in its costs, which have arisen since the appropriation from the legislature for the Project was enacted or which differ from any previous predesign submittal.

D. The Grantee must notify the Chairs and Ranking Minority Members of the Minnesota State Senate Finance and Capital Investment Committees, and the Minnesota House of Representatives Capital Investment and Ways and Means Committees of any significant changes to the program plan and cost estimates referred to in Section 5.10.C.

E. The program plan and cost estimates referred to in Section 5.10.C must ensure that the Project will comply with all applicable energy conservation standards contained in

law, including Minn. Stat. §§ 216C.19 to 216C.20, as they may be amended, modified or replaced from time to time, and all rules adopted thereunder.

F. If any of the Council Grant is to be used for the construction or remodeling of the Facility, then both the predesign package referred to in Section 5.10.B and the program plan and cost estimates referred to in Section 5.10.C must include provisions for cost-effective information technology investments that will enable the occupant of the Facility to reduce its need for office space, provide more of its services electronically, and decentralize its operations.

G. If the Project does not involve the construction of a new building, substantial addition to an existing building, substantial change to the interior configuration of an existing building, or the acquisition of an interest in land, then prior to beginning work on the Project the Grantee shall just notify the Chairs and Ranking Minority Members of the Minnesota State Senate Finance and Capital Investment Committees, and the Minnesota House of Representatives Capital Investment and Ways and Means Committees that the work to be performed is ready to begin.

H. The Project must be: (i) completed in accordance with the program plan and cost estimates referred to in Section 5.10.C, (ii) completed in accordance with the time schedule contained in the program plan referred to in Section 5.10.C, and (iii) completed within the budgets contained in the cost estimates referred to in Section 5.10.C.

Provided, however, the provisions and requirements contained in this Section 5.10 only apply to public lands or buildings or other public improvements of a capital nature, and shall not apply to the demolition or decommissioning of state assets, hazardous material projects, utility infrastructure projects, environmental testing, parking lots, parking structures, park and ride facilities, bus rapid transit stations, light rail lines, passenger rail projects, exterior lighting, fencing, highway rest areas, truck stations, storage facilities not consisting primarily of offices or heated work areas, roads, bridges, trails, pathways, campgrounds, athletic fields, dams, floodwater retention systems, water access sites, harbors, sewer separation projects, water and wastewater facilities, port development projects for which the Commissioner of Transportation for the State of Minnesota has entered into an assistance agreement under Minn. Stat. § 457A.04, as it may be amended, modified or replaced from time to time, ice centers, local government projects with a construction cost of less than \$1,500,000.00, or any other capital project with a construction cost of less than \$750,000.00.

**Section 5.11 Prevailing Wages.** The Grantee agrees to comply with all of the applicable provisions contained in Chapter 177 of the Minnesota Statutes, and specifically those provisions contained in Minn. Stat. §§ 177.41 through 177.435, as they may be amended, modified or replaced from time to time with respect to the Project and the operation of the Real Property and, if applicable, Facility as intended by the Minnesota Legislature. By agreeing to this provision, the Grantee is not acknowledging or agreeing that the cited provisions apply to the Project or to the operation of the Real Property and, if applicable, Facility.

**Section 5.12 Liability.** The Grantee and the Council agree that they will, subject to any indemnifications provided herein, be responsible for their own acts and the results thereof to the

extent authorized by law, and they shall not be responsible for the acts of the other party and the results thereof. The liability of both the Council and the Commissioner of Management and Budget is governed by the provisions contained in Minn. Stat. § 3.736, as it may be amended, modified or replaced from time to time. If the Grantee is a “municipality” as such term is used in Chapter 466 of the Minnesota Statutes that exists as of the date of this Agreement and as such may subsequently be amended, modified or replaced from time to time, then the liability of the Grantee, including but not limited to the indemnification provided under Section 5.13, is governed by the provisions contained in such Chapter 466.

**Section 5.13 Indemnification by the Grantee.** The Grantee shall bear all loss, expense (including attorneys’ fees), and damage in connection with the completion of the Project or operation of the Real Property and, if applicable, the Facility, and agrees to indemnify and hold harmless the Council, the Commissioner of MMB, and the State of Minnesota, their agents, servants and employees from all claims, demands and judgments made or recovered against the Council, the Commissioner of MMB, and the State of Minnesota, their agents, servants and employees, because of bodily injuries, including death at any time resulting therefrom, or because of damages to property of the Council, the State of Minnesota, or others (including loss of use) from any cause whatsoever, arising out of, incidental to, or in connection with the completion of the Project or operation of the Real Property and, if applicable, the Facility, whether or not due to any act of omission or commission, including negligence of the Grantee or any Contractor or his or their employees, servants or agents, and whether or not due to any act of omission or commission (excluding, however, negligence or breach of statutory duty) of the Council, the Commissioner of MMB, and the State of Minnesota, their employees, servants or agents.

The Grantee further agrees to indemnify, save, and hold the Council, the Commissioner of MMB, and the State of Minnesota, their agents and employees, harmless from all claims arising out of, resulting from, or in any manner attributable to any violation by the Grantee, its officers, employees, or agents, or by any Counterparty, its officers, employees, or agents, of any provision of the Minnesota Government Data Practices Act, including legal fees and disbursements paid or incurred to enforce the provisions contained in Section 5.06.

The Grantee’s liability hereunder shall not be limited to the extent of insurance carried by or provided by the Grantee, or subject to any exclusions from coverage in any insurance policy.

**Section 5.14 Relationship of the Parties.** Nothing contained in this Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners or a joint venture between the Grantee, the Council, or the Commissioner of MMB, nor shall the Grantee be considered or deemed to be an agent, representative, or employee of either the Council, the Commissioner of MMB, or the State of Minnesota in the performance of this Agreement, the completion of the Project, or operation of the Real Property and, if applicable, the Facility.

The Grantee represents that it has already or will secure or cause to be secured all personnel required for the performance of this Agreement and the completion of the Project and the operation and maintenance of the Real Property and, if applicable, the Facility. All personnel of the Grantee or other persons while engaging in the performance of this Agreement, the completion of the Project, or the operation and maintenance of the Real Property and, if applicable, the Facility shall

not have any contractual relationship with either the Council, the Commissioner of MMB, or the State of Minnesota and shall not be considered employees of any of such entities. In addition, all claims that may arise on behalf of said personnel or other persons out of employment or alleged employment including, but not limited to, claims under the Workers' Compensation Act of the State of Minnesota, claims of discrimination against the Grantee, its officers, agents, contractors, or employees shall in no way be the responsibility of either the Council, the Commissioner of MMB, or the State of Minnesota. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from either the Council, the Commissioner of MMB, or the State of Minnesota including, but not limited to, tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

**Section 5.15 Notices.** In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing, and shall be sufficient if personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the business address of the party to whom it is directed. Such business address shall be that address specified below or such different address as may hereafter be specified, by either party by written notice to the other:

The Council: Nicole Clapp, Parks Grants Administrator  
CD/MTS Finance & Administration (or successor)  
Mailing Address: 390 North Robert Street, St. Paul, MN 55101  
Phone: 651-602-1723  
E-mail: nicole.clapp@metc.state.mn.us

The Grantee: Ramsey County Parks & Recreation  
Name: Scott Yonke, Director Planning & Development  
Mailing Address: 2015 Van Dyke St. Maplewood, MN 55109  
Phone: 651-266-0370  
E-mail: scott.yonke@co.ramsey.mn.us

To the Commissioner of MMB at:  
Minnesota Department of Management and Budget  
400 Centennial Office Bldg.  
658 Cedar St.  
St. Paul, MN 55155  
Attention: Commissioner

**Section 5.16 Binding Effect and Assignment or Modification.** This Agreement and the Declaration shall be binding upon and inure to the benefit of the Grantee and the Council, and their respective successors and assigns. Provided, however, that neither the Grantee nor the Council may assign any of its rights or obligations under this Agreement or the Declaration without the prior written consent of the other party. No change or modification of the terms or provisions of this Agreement or the Declaration shall be binding on either the Grantee or the Council unless such change or modification is in writing and signed by an authorized official of the party against which such change or modification is to be imposed.

**Section 5.17 Waiver.** Neither the failure by the Grantee, the Council, or the Commissioner of MMB, as a third party beneficiary of this Agreement, in any one or more instances, to insist upon the complete and total observance or performance of any term or provision hereof, nor the failure of the Grantee, the Council, or the Commissioner of MMB, as a third party beneficiary of this Agreement, to exercise any right, privilege, or remedy conferred hereunder or afforded by law shall be construed as waiving any breach of such term, provision, or the right to exercise such right, privilege, or remedy thereafter. In addition, no delay on the part of either the Grantee, the Council, or the Commissioner of MMB, as a third party beneficiary of this Agreement, in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy preclude other or further exercise thereof or the exercise of any other right or remedy.

**Section 5.18 Entire Agreement.** This Agreement, the Declaration, and the documents, if any, referred to and incorporated herein by reference embody the entire agreement between the Grantee and the Council, and there are no other agreements, either oral or written, between the Grantee and the Council on the subject matter hereof.

**Section 5.19 Choice of Law and Venue.** All matters relating to the validity, construction, performance, or enforcement of this Agreement or the Declaration shall be determined in accordance with the laws of the State of Minnesota. All legal actions initiated with respect to or arising from any provision contained in this Agreement shall be initiated, filed and venued in the State of Minnesota District Court located in the City of St. Paul, County of Ramsey, State of Minnesota.

**Section 5.20 Severability.** If any provision of this Agreement is finally judged by any court to be invalid, then the remaining provisions shall remain in full force and effect and they shall be interpreted, performed, and enforced as if the invalid provision did not appear herein.

**Section 5.21 Time of Essence.** Time is of the essence with respect to all of the matters contained in this Agreement.

**Section 5.22 Counterparts.** This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be an original, but such counterparts shall together constitute one and the same instrument.

**Section 5.23 Matching Funds.** The Grantee must obtain and supply the following matching funds, if any, for the completion of the Project: NONE

**Section 5.24 Source and Use of Funds.** The Grantee represents to the Council and the Commissioner of MMB that **Attachment III** is intended to be and is a source and use of funds statement showing the total cost of the Project and all of the funds that are available for the completion of the Project, and that the information contained in such **Attachment III** correctly and accurately delineates the following information.

A. The total cost of the Project detailing all of the major elements that make up such total cost and how much of such total cost is attributed to each such major element.

B. The source of all funds needed to complete the Project broken down among the following categories:

- (i) State funds including the Council Grant, identifying the source and amount of such funds.
- (ii) Matching funds, identifying the source and amount of such funds.
- (iii) Other funds supplied by the Grantee, identifying the source and amount of such funds.
- (iv) Loans, identifying each such loan, the entity providing the loan, the amount of each such loan, the terms and conditions of each such loan, and all collateral pledged for repayment of each such loan.
- (v) Other funds, identifying the source and amount of such funds.

C. Such other financial information that is needed to correctly reflect the total funds available for the completion of the Project, the source of such funds and the expected use of such funds.

If any of the funds included under the source of funds have conditions precedent to the release of such funds, then the Grantee must provide to the Council and the Commissioner of MMB a detailed description of such conditions and what is being done to satisfy such conditions.

The Grantee shall also supply whatever other information and documentation that the Council or the Commissioner of MMB may request to support or explain any of the information contained in **Attachment III**.

The value of the Grantee's ownership interest in the Real Property and, if applicable, Facility should only be shown in **Attachment III** if such ownership interest is being acquired and paid for with funds shown in such **Attachment III**, and for all other circumstances such value should be shown in the definition for Ownership Value in Section 1.01 and not included in such **Attachment III**.

The funds shown in **Attachment III** and to be supplied for the Project may, subject to any limitations contained in the legislation that authorized the Council Grant, be provided by either the Grantee or a Counterparty under a Use Contract.

**Section 5.25 Project Summary and Completion Schedule.** The Grantee represents to the Council and the Commissioner of MMB that **Attachment IV** correctly and accurately delineates the projected schedule for the completion of the Project.

**Section 5.26 Third-Party Beneficiary.** The Council Grant Program to be operated in conjunction with the Real Property and, if applicable, the Facility will benefit the State of Minnesota and the provisions and requirements contained herein are for the benefit of both the Council and the State of Minnesota. Therefore, the State of Minnesota, by and through its Commissioner of MMB, is and shall be a third-party beneficiary of this Agreement.

**Section 5.27 Grantee Tasks.** Any tasks that this Agreement imposes upon the Grantee may be performed by such other entity as the Grantee may select or designate, provided that the

failure of such other entity to perform said tasks shall be deemed to be a failure to perform by the Grantee.

**Section 5.28 Council and Commissioner Required Acts and Approvals.** The Council and the Commissioner of MMB shall not (i) perform any act herein required or authorized by it in an unreasonable manner, (ii) unreasonably refuse to perform any act required to perform hereunder, or (iii) unreasonably refuse to provide or withhold any approval required of it herein.

**Section 5.29 Applicability to Real Property and Facility.** This Agreement applies to the Grantee's interest in the Real Property and if a Facility exists to the Facility. The term "if applicable" appearing before the term "Facility" is meant to indicate that this Agreement will apply to a Facility if one exists, and if no Facility exists then this Agreement will only apply to the Grantee's interest in the Real Property.

**Section 5.29 E-Verification.** The Grantee agrees and acknowledges that it is aware of Minn. Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such statute and impose a similar requirement in any Use Contract to which it is a party.

**Section 5.30 Additional Requirements.** The Grantee and the Council agree to comply with the following additional requirements. In the event of any conflict or inconsistency between the following additional requirements and any other provisions or requirement contained in this Agreement, the following additional requirements contained in this Section shall control.

A. **Semi-Annual Reporting during the Grant Project Activity Period.** Grantee must submit cash flow and semi-annual progress reports to the Council by July 31 and January 31 of each year while the grant agreement is active. In the cash flow report, the Grantee shall describe the current project spending and projected spending for the periods defined in the report template. The progress report shall include the construction, programing and/or consulting activities taken during the reporting period. The Grantee shall provide sufficient documentation for information the Council reasonably requests.

B. **Final Report and Grant Closeout.** Prior to the Council's approval and release of the Final Reimbursement, the Grantee must submit a final closeout report that provides the completed project results, acknowledges that the grant funds have been spent in accordance with the grant agreement, and certifies that the reported expenditures fairly and accurately represent the true project costs. The Final Reimbursement must include all final costs and expenditures.

**American-Made Steel.** Minnesota Laws 2014, Chapter 295, Section 21 (the "Act"), requires public entities receiving an appropriation of public money for a project in that Act to ensure those facilities are built with American-made steel, to the extent practicable. The Grantee shall comply with this requirement, and shall furnish any documentation pursuant thereto reasonably requested by the Council.

(THE REMAINING PORTION OF THIS PAGE WAS INTENTIONALLY LEFT BLANK)

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives on or as of the date last written below.

**RAMSEY COUNTY**

**METROPOLITAN COUNCIL**

By: \_\_\_\_\_  
Trista Martinson  
Its: Chair  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
LisaBeth Barajas, Executive Director  
Community Development Division  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Mee Cheng  
Its: Chief Clerk  
Date: \_\_\_\_\_

Approval Recommended:

By: Mark McCabe  
Mark McCabe  
Its: Director of Parks and Recreation  
Date: 06/21/2024

**Approved as to form**

By: Kathleen Ritter  
Its: Assistant County Attorney  
Date: 6/21/2024

**Attachment I**

(Above space is reserved for recording information)

**State of Minnesota  
General Fund Financed  
DECLARATION**

The undersigned has the following interest in the real property located in the [INSERT GRANTEE INFO], State of Minnesota that is legally described in **Exhibit A** attached and all facilities situated thereon (collectively referred to as the “Restricted Property”):

(Check the appropriate box.)

a fee simple title,

a lease, or

an easement,

and as owner of such fee title, lease or easement, does hereby declare that such interest in the Restricted Property is hereby made subject to the following restrictions and encumbrances contained in the Metropolitan Council Grant Agreement No. [INSERT GRANT ID] between [ENTER GRANTEE] and the Metropolitan Council. The Restricted Property shall remain subject to such provisions, requirements, restrictions, and encumbrances until it is released therefrom by a written release in recordable form signed by the Commissioner of Minnesota Management and Budget, and such written release is recorded in the real estate records relating to the Restricted Property

This Declaration may not be terminated, amended, or in any way modified without the specific written consent of the Commissioner of Minnesota Management and Budget.

[INSERT GRANTEE], a political subdivision of  
the State of Minnesota

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF MINNESOTA    )  
  ) ss  
COUNTY OF \_\_\_\_\_ )

On the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_, before me a notary public within and for the  
County of \_\_\_\_\_, personally appeared \_\_\_\_\_, the  
\_\_\_\_\_ of the \_\_\_\_\_, a political subdivision of the State of  
Minnesota, on its behalf.

\_\_\_\_\_  
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Peter A. Hanf  
Associate General Counsel  
License No. 0268124  
Metropolitan Council  
390 Robert Street North  
St. Paul, MN 55101

**Exhibit A to Declaration and Attachment II**

**LEGAL DESCRIPTION OF REAL PROPERTY**

**Attachment III -  
SOURCE AND USE OF FUNDS FOR THE PROJECT**

<b>Source of Funds</b>		<b>Use of Funds</b>	
<b><u>Identify Source of Funds</u></b>	<b><u>Amount</u></b>	<b><u>Identify Items</u></b>	<b><u>Amount</u></b>
<b>State G.O. Funds</b>		<b>Ownership Acquisition and Other Items Paid for with G.O. Grant Funds</b>	
G.O. Grant	\$5,000,000	Purchase of Ownership Interest	\$ _____
<b>Other State Funds</b>		Other Items of a Capital Nature:	
State Bond	\$ _____	Construction	\$ 5,000,000
	\$ _____		\$ _____
	\$ _____		\$ _____
Subtotal	\$5,000,000	Subtotal	\$5,000,000
<b>Matching Funds</b>		<b>Items Paid for with Non-G.O. Grant Funds</b>	
Federal Funds	\$4,000,000	Construction Engineering	\$600,000
Ramsey County CIP	\$1,000,000	Construction Cost	\$4,000,000
Subtotal	\$5,000,000	Administrative/Overhead	\$400,000
<b>Other Public Entity Funds</b>		Subtotal	\$5,000,000
	\$ _____		
	\$ _____		
Subtotal			
<b>Loans</b>			
	\$ _____		
Subtotal	\$ _____		
<b>Other Funds</b>			
	\$ _____		
Subtotal	\$ _____		
<b>Prepaid Project Expenses</b>			
	\$ _____		
	\$ _____		
Subtotal	\$ _____		
<b>TOTAL FUNDS</b>	<b>\$10,000,000</b>	<b>TOTAL PROJECT COSTS</b>	<b>\$10,000,000</b>

**Attachment IV**

**PROJECT SUMMARY & COMPLETION SCHEDULE**

*(Activities and Schedule to Complete Project)*

<b>Activity &amp; Project Description</b> <i>(in chronological order)</i>	Construct an approximately 2.7-mile extension of the Bruce Vento Regional Trail between Buerkle Road and the intersection of Hoffman Road/Trunk Highway 61 in the city of White Bear Lake.
Construction Solicitation Contract Awarded Construction Start Projected Completion Date	<p align="right">August 2024                  September/October 2024                  October/November 2024                  December 31, 2025</p>
Grant reporting and closeout	<p align="right">December 31, 2027</p>
Project Budget (Total Grant Award)	<p align="right">\$5,000,000</p>
External Professional Services Internal Professional Services Construction	<p align="right">\$0                  \$0                  \$5,000,000</p>



May 28, 2024

Scott Yonke, Director of Planning and Development  
Ramsey County  
2015 North Van Dyke Street  
Maplewood, MN 55109

Via email: [scott.yonke@co.ramsey.mn.us](mailto:scott.yonke@co.ramsey.mn.us)

RE: Real Property Declaration Waiver Request- Phase 1 Bruce Vento Regional Trail Extension Project: SG-24P6-06-01

Dear Mr. Yonke,

I have reviewed your letter dated March 8, 2024, requesting a waiver under Section 7.02(b) of the Fourth Order Amending Order of Commissioner of Finance dated July 30, 2012 (the "Commissioner's Order") of the requirement that a real property declaration ("Declaration") be recorded for construction of Ramsey County's 2.7 mile multi-use trail extension of the Bruce Vento Regional Trail Phase 1 extension area between Burke Road and the intersection of Hoffman Road/Highway 61 to be funded with a Metropolitan Counsel ("METC") special appropriations grant.

Based on the project description in your letter, all of the improvements will lie within roads, highways or utility or transit corridors, easements or rights of way. Therefore, I waive the requirement that a Declaration be recorded for the project for the improvements that will lie within roads, highways or utility or transit corridors, easements or rights of way.

Please note that this letter only waives the requirement that a Declaration be recorded for the project. All of the property will remain bond-financed property and subject to all the other requirements of Minn. Stat., Sec. 16A.695 and the Commissioner's Order, including that none of the property can be sold, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget ("MMB").

As you indicated in your letter, this waiver is conditional upon our receiving a copy of the enclosed Certification signed by the city. The Certification should be completed by the city as part of its state grant documentation. The map that accompanied Erin Acton's May 24, 2024 email to Roger Behrens of our offices may be used as Exhibit A for the Certification. Signed copies should be sent to Roger Behrens at [roger.behrens@state.mn.us](mailto:roger.behrens@state.mn.us) and to the city's project administrator at METC.

Sincerely,

Erin Campbell  
Commissioner

cc: Roger Behrens, MMB  
Nicole Clapp, METC

**CERTIFICATION**

**State of Minnesota**

**General Obligation Bond Financed Property**

The undersigned has a fee simple, leasehold and/or easement interest in the real property located in the County(ies) of \_\_\_\_\_, State of Minnesota that is generally described or illustrated graphically in **Exhibit A** attached and all facilities situated thereon (the "Restricted Property") and acknowledges that the Restricted Property is or may become State bond-financed property. To the extent that the Restricted Property is or becomes State bond-financed property, the undersigned acknowledges that:

- A. The Restricted Property is state bond financed property within the meaning of Minn. Stat. Sec. 16A.695, is subject to the encumbrance created and requirements imposed by such statute, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget;
- B. The Restricted Property is subject to the provisions of the \_\_\_\_\_ *[title of grant or loan agreement]* between \_\_\_\_\_ *[State agency providing the grant or loan]* and \_\_\_\_\_ *[name of undersigned grantee or borrower]*, dated \_\_\_\_\_, 20\_\_\_\_; and
- C. The Restricted Property shall continue to be deemed state bond financed property for 125% of the useful life of the Restricted Property or until the Restricted Property is sold with the written approval of the Commissioner of Minnesota Management and Budget.

Date: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_ *[name of the grantee or borrower]*, a political subdivision of the State of Minnesota

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Exhibit A**

**GENERAL DESCRIPTION OF RESTRICTED PROPERTY**

*[Insert a narrative or graphic description of the Restricted Property. It need not be a legal description.]*

**CERTIFICATION**

**State of Minnesota**

**General Obligation Bond Financed Property**

The undersigned has a fee simple, leasehold and/or easement interest in the real property located in Ramsey County, State of Minnesota that is generally described or illustrated graphically in **Exhibit A** attached and all facilities situated thereon (the “Restricted Property”) and acknowledges that the Restricted Property is or may become State bond-financed property. To the extent that the Restricted Property is or becomes State bond-financed property, the undersigned acknowledges that:

A. The Restricted Property is state bond financed property within the meaning of Minn. Stat. Sec. 16A.695, is subject to the encumbrance created and requirements imposed by such statute, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget;

B. The Restricted Property is subject to the provisions of the State of Minnesota General Fund Grant Agreement Grant for Recreation Open Space Development between Metropolitan Council, as grantor, and Ramsey County, as grantee, dated \_\_\_\_\_, 2024; and

C. The Restricted Property shall continue to be deemed state bond financed property for 125% of the useful life of the Restricted Property or until the Restricted Property is sold with the written approval of the Commissioner of Minnesota Management and Budget.

Date: \_\_\_\_\_, 2024

RAMSEY COUNTY, a political subdivision of the State of Minnesota

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By: Trista Martinson  
Title: Chair, Ramsey County Board of Commissioners

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By: Mee Cheng  
Title: Chief Clerk, Ramsey County Board of Commissioners

APPROVED AS TO FORM:

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Assistant County Attorney

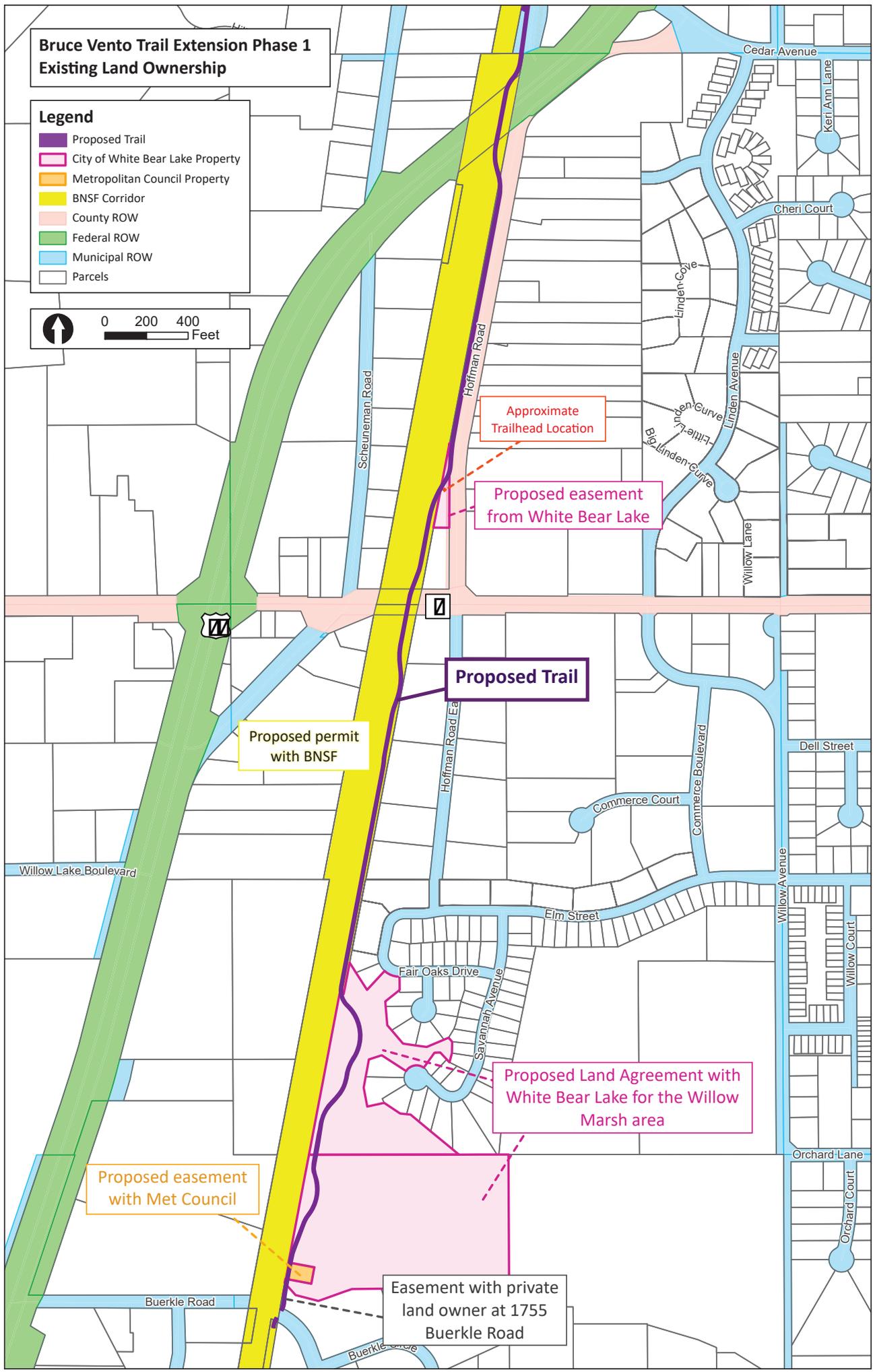
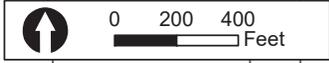
**Exhibit A**

**GENERAL DESCRIPTION OF RESTRICTED PROPERTY**

**Bruce Vento Trail Extension Phase 1  
Existing Land Ownership**

**Legend**

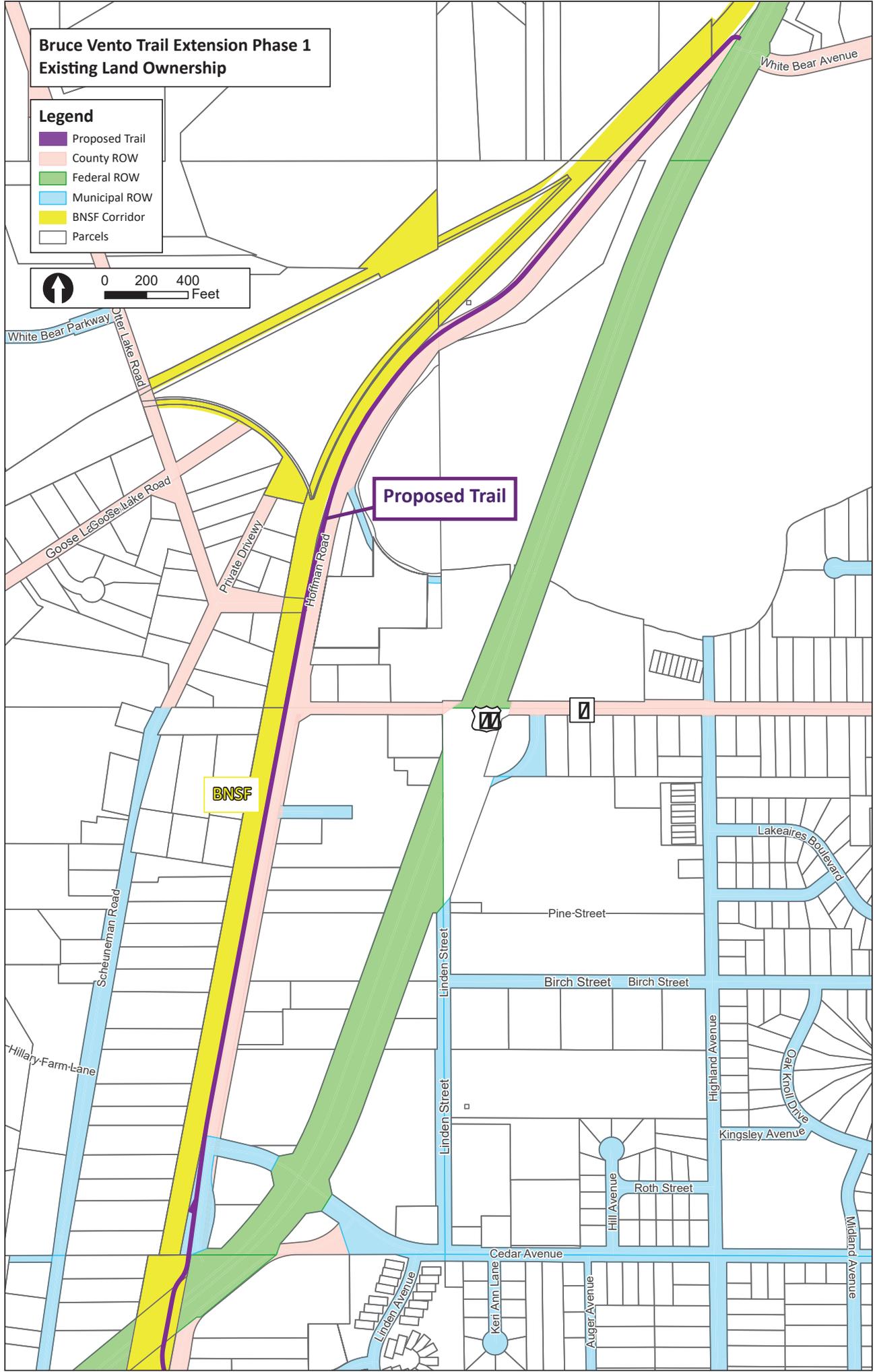
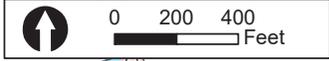
- Proposed Trail
- City of White Bear Lake Property
- Metropolitan Council Property
- BNSF Corridor
- County ROW
- Federal ROW
- Municipal ROW
- Parcels



# Bruce Vento Trail Extension Phase 1 Existing Land Ownership

## Legend

- Proposed Trail
- County ROW
- Federal ROW
- Municipal ROW
- BNSF Corridor
- Parcels



Proposed Trail

BNSF

# Transportation Advisory Board

## of the Metropolitan Council of the Twin Cities

---

**James Hovland**  
Mayor of Edina  
Chair

January 25, 2023

### County Commissioners

Matt Look  
Anoka County

Tom Workman  
Carver County

Mary Liz Holberg  
Dakota County

Debbie Goettel  
Hennepin County

Trista MatasCastillo  
Ramsey County

Jon Ulrich  
Scott County

Stan Karwoski  
Washington County

### Municipal Officials

Julie Jeppson  
Blaine City Council

Mark Windschitt  
Mayor of Chaska

Myron Bailey  
Mayor of Cottage Grove

James Hovland  
Mayor of Edina

Becky Petryk  
Hugo City Council

Mark Steffenson  
Mayor of Maple Grove

Emily Koski  
Minneapolis City Council

Jeffery Weisensel  
Rosemount City Council

Janet Williams  
Mayor of Savage

Mitra Jalali  
St. Paul City Council

### Citizen Members - District

Doug Anderson - A

Randy Maluchnik - B

Andy Lewis - C

Ashwat Narayanan - D

Christopher Geisler - E

Mary Giuliani Stephens - F

William Lindeke - G

Peter Dugan - H

### Agency Representatives

Deb Barber  
Metropolitan Council

Michael Barnes  
Minnesota DOT

Carl Crimmins  
M.A.C.

Craig McDonnell  
M.P.C.A.

Gary Hansen  
STA

### Modal Representatives

Mathews Hollinshead  
Transit

Amity Foster  
Transit

George Schember  
Freight

Brian Martinson  
Non-motorized

Scott Yonke  
2015 Van Dyke St.  
Maplewood, MN 55109

RE: NOTICE OF AWARD  
2022 Regional Solicitation Project Selection  
SP# 091-090-095

Dear Mr. Yonke:

Thank you for submitting transportation project proposal in the 2022 regional solicitation process. A total of 154 applications to the Regional Solicitation met the qualifying criteria. Teams of transportation professionals from around the region scored the responses to the weighted criteria and ranked the projects by their total score. Eighty projects were selected to receive STBGP, CMAQ, and Bridge funding through the Regional Solicitation. An additional 14 projects were selected to receive Carbon Reduction Program funds.

Ramsey County has been approved for federal Carbon funding for the following project and program year:

17582	Phase 1 Bruce Vento Regional Trail Extension	\$4,000,000	2025
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The selected projects have been approved for inclusion in the region's 2023-2026 Transportation Improvement Program (TIP) and the State TIP. **In the meantime, you should contact Colleen Brown, Federal Aid Program Manager, at the MnDOT Metro State Aid Office at [colleen.brown@state.mn.us](mailto:colleen.brown@state.mn.us) to arrange a meeting and begin developing your projects.**

Awarded projects must consider a range of project alternatives during the environmental process. The preferred alternative that comes out of the environmental process may be different than the project awarded funding by TAB. As such, project sponsors may need to submit a request for a scope change and/or a TIP amendment to the TAB and Metropolitan Council, which may result in a reduced award. **The TAB strongly encourages project sponsors to make every effort to get their projects ready for bid opening in the program year. Please refer to the base schedule in the attached program year policy.**

If your project involves a bridge or underpass on a Trunk Highway, please contact Arielle Ehrlich of the MnDOT Bridge Office; [Arielle.ehrlich@state.mn.us](mailto:Arielle.ehrlich@state.mn.us) before selecting a consultant for design. State policy allows the MnDOT Bridge Office the opportunity to design bridges on the Trunk Highway system. If the Bridge Office decides not to do the bridge design, the Local Agency may then select a consultant to perform the design.

If you have any questions, please contact TAB Coordinator Elaine Koutsoukos at [elaine.koutsoukos@metc.state.mn.us](mailto:elaine.koutsoukos@metc.state.mn.us).

Sincerely,



James B. Hovland (Jan 25, 2023 15:38 MST)

James Hovland  
TAB Chair

# Board of Commissioners

## Request for Board Action

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**Item Number:** 2024-235

**Meeting Date:** 7/2/2024

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**Sponsor:** County Manager's Office

**Title**

Amendments to Administrative Code - Chapter 5, Acceptance of Gifts Policy

**Recommendation**

1. Approve the amendments to Administrative Code, Chapter 5.40.03, Acceptance of Gifts Policy.
2. Direct the Chief Clerk to amend the Administrative Code to reflect the approved amendments.
3. Rescind Resolution 85-549, to withdraw authority from the Trustees of the Ramsey County Public Library to accept gifts to the Library.
4. Rescind Resolution 88-554, to withdraw authority from the Parks and Recreation director to accept gifts of cash or personal property up to \$500 in value.

**Background and Rationale**

This request for board action proposes revisions to Administrative Code, Chapter 5.40.03, Acceptance of Gifts and rescission of two resolutions cited above for a more consistent, countywide approach to the acceptance and tracking of gifts to the county.

Administrative Code 5.40.03, Acceptance of Gifts, sets forth the authority granted by the Ramsey County Board to the County Manager to administratively accept gifts on behalf of Ramsey County. It sets forth specific conditions for each of four categories of gifts: monetary, financial instruments and intellectual property, personal property, and real property.

Only the Ramsey County Board has authority to accept gifts or donations valued at or above \$10,000. Administrative Code, Chapter 5.40.03, Acceptance of Gifts, delegates authority to the County Manager to accept gifts of cash and personal property (including securities) valued under \$10,000, with some exceptions. Resolution 85-549 delegates authority to the Trustees of the Ramsey County Public Library to accept gifts of cash, books, and other materials and equipment valued under \$5,000 to the Library. The Ramsey County Board also currently delegates authority to the Parks and Recreation Director to accept gifts of cash or personal property up to \$500 per Resolution 88-554.

**Major Changes Proposed**

In the black-line mark-up attached, deletions are shown with strikethrough text (~~strikethrough~~) and additions are shown in **underlined and bold** text. Text that is underlined but not bold does not represent any change; it indicates language contained in the Ramsey County Home Rule Charter.

The proposed revisions to the Administrative Code, Chapter 5.40.03 would:

- Authorize the County Manager to delegate gift acceptance to deputy county managers for monetary (cash) gifts and gifts of personal property up to \$1,000.
- Authorize the County Manager to delegate authority to deputy county managers to delegate authority to department directors to accept (on behalf of the county) gifts of personal property (not monetary gifts) valued up to \$1000. This would allow department directors besides the Parks & Recreation director to accept donations of items such as books, games, clothing, and objects with historical

significance to the county.

- Direct the county manager to establish standard requirements for fundraising campaigns initiated by county staff. Delegation authorities for accepting gifts received during fundraising campaigns are the same as for other gifts.
- Prohibit advisory boards from accepting gifts on behalf of Ramsey County.
- Direct the County Manager to create donor recognition policy and standards.
- Add language on how tenant improvements and alterations to county owned property should be treated, authorizing the County Manager to accept improvements and alterations valued less than \$10,000.
- Establish standard requirements for reporting gifts to the Ramsey County Board.
- Include new conditions on gifts to be accepted by Ramsey County, including the right to refuse any gift, the non-guarantee of permanence of a gift, and the refusal of any gift that places a material obligation or lien upon the county’s general budget revenues.
- Clarify other language and provides definitions of gift categories.

The proposed delegation of authority by the County Manager to department directors for the acceptance of gifts includes only personal property and not monetary gifts. Because Resolution 88-554 grants authority to the Parks and Recreation Director to accept gifts of cash or personal property up to \$500 in value, this resolution should be rescinded.

Two additional exceptions were added to this policy revision, including gifts for water, sewer, or combined systems, which may only be accepted by the Ramsey County Board, in accordance with Minnesota Statutes, section 116A.23; and gifts for the Ramsey County Law Library, which may only be accepted by the Law Library Board of Trustees, in accordance with Minnesota Statutes, section 134A.05.

Upon county board approval of the amendments to the Administrative Code and rescission of relevant resolutions, county staff will accordingly revise its administrative policy on gifts and donations and develop enhanced procedures for tracking and reporting gifts and donations to enhance accountability, transparency, and ease of administration.

**County Goals** (Check those advanced by Action)

- Well-being       Prosperity       Opportunity       Accountability

**Racial Equity Impact**

This policy revision would bring greater consistency across county departments and more transparent and centralized oversight of gifts and donations to Ramsey County. Moreover, with the approval of these revisions, the county may develop more consistent donor recognition policy and standards. While these revisions and the creation of new standards may have little impact on racial equity, it supports Ramsey County’s goal of Accountability and is part of the county’s ongoing effort to nurture a stronger culture of compliance. Greater transparency and accountability in governance has a broad positive effect, both direct and indirect, on racial equity within the organization and in services to residents.

**Community Participation Level and Impact**

There is no community engagement associated with this board request.

- Inform       Consult       Involve       Collaborate       Empower

**Fiscal Impact**

There is no fiscal impact associated with this board request.

**Last Previous Action**

On September 5, 2023, the Ramsey County Board of Commissioners approved amendments to the Administrative Code to reflect the new library governance structure and responsibilities (Resolution B2023-144).

On June 20, 2023, the Ramsey County Board of Commissioners approved changes in Session Law Chapter 62 (HF1830) that created the Ramsey County Library Advisory Board (Resolution B2023-092).

**Attachments**

1. Admin Code 5.40.03 revision - blackline
2. Admin Code 5.40.03 revision - with changes made

employees requires the approval of the County Manager, the department director or designee. All travel by elected officials shall be accounted for in the same manner as other County employees.

For a description of financial procedures, see Section 6.10.64.

#### **b. Frequent Flier Policy**

Source: County Board Resolution #93-469, passed August 17, 1993.

Whenever public funds are used to pay for airline travel by an elected official or public employee, any credits or other benefits issued by an airline must accrue to the benefit of the County providing the funding. The individual passenger shall report receipt of the credit or benefit to the County's Budgeting and Accounting Office within 90 days of receipt.

**For more information contact:** Budgeting and Accounting.

### **5.40.00 CODIFICATION OF MAJOR POLICIES**

The following policies are taken verbatim from County Board resolutions. They are not summaries, they are the actual policies adopted by County Board resolution. The original resolutions have been rescinded, and the Administrative Code has become the source of authority for these policies.

#### **5.40.03 Acceptance of Gifts**

Source: County Board Resolution #97-374, passed September 9, 1997.

Amended by Resolution 2003-159, passed May 13, 2003

**Amended by Resolution 2024-XXX, passed [date]**

This policy describes the **authority granted by the County Board to** ~~gifts that the County Manager~~ **to accept** ~~may administratively~~ **gifts** ~~accept~~ on behalf of Ramsey County. -It identifies conditions that apply to all types of gifts, and specific conditions for each of four categories of gifts: **monetary** ~~cash~~, financial instruments **and intellectual property**, personal property, and real property **(see definitions below)**.

- A. The County Manager may administratively accept on behalf of the County all **monetary** ~~gifts, of cash and~~ **gifts of financial instruments and intellectual property, and gifts of** personal property (clothing, vehicles, equipment, securities, etc.), **with estimated values of** less than \$10,000, except those defined in **paragraph C** ~~subdivision B~~. **If valuation of the gift is in doubt or could reasonably be estimated both above and below the threshold, authority defaults to the County Board.** ~~Gifts accepted by the County Manager will be reported to the Board of County Commissioners and an annual day of recognition will be held to honor the donors.~~

**B. The County Manager has the discretion to delegate authority for the acceptance of monetary gifts and gifts of personal property with an estimated value of less than \$1,000 to deputy county managers. Deputy county managers may in turn delegate the acceptance of gifts of personal property to department directors. If valuation of a gift is in doubt or could reasonably be estimated both above and below the delegation threshold, authority defaults to the County Manager. The County Manager may not delegate authority for the acceptance of gifts of financial instruments and intellectual property or real property.**

**C. For any minor improvements to County-owned property with an estimated value under \$10,000 and made pursuant to a contractual agreement effective prior to May 1, 2022, between the County and a third party, the County Board delegates authority for acceptance to County Manager. Tenant Improvements or alterations made as consideration pursuant to a lease with the County are not gifts, and are not subject to this policy.**

**D.** The following gifts may only be accepted by the Board:

1. Personnel Complement

If an increase in a department's personnel complement is required in order to implement the intent of the donor, only the County Board may approve the gift.

2. Real Property

Only the County Board may accept gifts of real property: ~~land or structures.~~

3. Support for County Board Operations

Only the County Board may accept gifts which will be used to support the operations of the Board. -Examples include donations toward Commissioner travel, office expenses and other County business related activities.

4. Gifts ~~over~~ **of \$10,000 or more.**

Unless otherwise specified above, only the County Board may accept gifts that are valued \$10,000 ~~and over~~ **or more.**

**5. Gifts for water, sewer, or combined systems, in accordance with Minnesota Statutes Sec. 116A.23.**

**E. Fundraising campaigns. The County Manager will establish administrative policy and procedure for fundraising activities initiated by county staff. The delegation authorities for accepting gifts received during fundraising campaigns are the same as for other gifts, as stated above.**

**C.F.** The following conditions will apply to all gifts, **including donations received in a fundraising campaign:**

1. Funds received as gifts will be treated the same as funds from other sources such as tax levy funds. The same procedures and practices apply, as presented in the County's Administrative Code and County Board resolutions. **Implied or stated restrictions or conditions involving an individual(s) or employee(s) will not be accepted.**
2. Personal and real property received as gifts will be treated in the same manner as items purchased by the County with local tax levy funds and will be included in the County's inventory. In order to do this, gift acceptance will be coordinated by the County Manager's Office.
3. Where delegations of authority exist for making budget adjustments, amending contracts, and similar actions, they will apply to the use of gifts.
4. Gifts of cash **to the county** for the direct benefit of clients **or of residents of congregate facilities**, such as fees for field trips, holiday gifts, or similar activities will be placed in the appropriate County accounts, such as trust accounts. **Cash or p**Personal property donated for the direct benefit of **specific, individual** clients **or residents** will be treated in the same manner as other items of ~~client~~**resident** personal property **and are not considered to be gifts to the county under this policy.** ~~For example, if an inventory of each residents' property is maintained, gifts will be recorded on the inventory.~~

**5. The County Manager will submit an annual report to the County Board listing all donations and gifts accepted administratively by the county that fall within the scope of this policy.**

**56. The County Manager or designee will send a thank-you note for each gift accepted by the County Board or County Manager.** A Department will send a thank-you note for each gift **accepted on its behalf by a deputy county manager.** For individual gifts with a value of \$100-~~\$100~~**\$500** or more, the ~~department will prepare a thank you letter to~~ **thank-you note will** be signed by the Chair of the County Board. This letter will contain specific information about the gift and how it will be used. Copies of the letter will be sent to the members of the County Board of Commissioners. **The requirements set forth in this paragraph do not apply to anonymous donations. Any additional forms of donor recognition will be set forth in administrative policy by the county manager.**

- ~~7. The County Manager shall arrange an annual recognition day where all donors will be officially recognized by the Ramsey County Board of Commissioners.~~

**8. The county:**

- has the right to refuse any gift.
- cannot guarantee the permanence of any gift. All gifts may be used, sold, donated, or disposed in the best interest of the county.
- will not accept any offers, gifts, or agreements that would result in placing a material obligation or a lien upon the county's general budget revenues.

89. No gift will be accepted that is contingent upon a specified use for the gift that either:

- Provides the donor with a benefit that is greater than the benefit provided to the general public, or
- Contains express or implied conditions that would provide the donor preferential treatment with respect to any County purchases or services.

**10. No advisory board may accept gifts on behalf of the County.**

**G. Definitions:**

1. **Gifts.** Gifts are defined as money or property conferred to Ramsey County by a corporation or private individual. They are distinguished from grants and other contract-based transfers in that there is no agreement to exchange anything of value.
2. **Monetary Gifts.** Monetary gifts are defined as gifts of cash and cash equivalents (e.g., gift cards) to the county.
3. **Personal property.** Personal property is defined as tangible, moveable property, such as clothing, books, vehicles, and equipment.
4. **Financial Instruments and Intellectual Property.** Financial instruments are defined as tradable or negotiable assets with stored value, such as stocks and bonds, or securities. Intellectual property is defined as a product of human intellect protected by law from unauthorized use by others, which constitutes an intangible asset such as a patent, copyright, trademark, or trade secret.
5. **Real property.** Real property is defined as land and structures.
6. **Fundraising campaigns.** Fundraising campaigns are limited periods of active solicitation to multiple prospective donors, including private individuals and/or organizations, for funds that will be used for a special, dedicated purpose or program (and not for general operating expenses).

**H. Exceptions:**

1. **Gifts and donations for the Ramsey County Law Library may only be accepted by the Law Library Board of Trustees, in accordance with Minnesota Statutes Sec. 134A.05.**

**Cross reference:** See Administrative Code, Chapter 3.40.03.

employees requires the approval of the County Manager, the department director or designee. All travel by elected officials shall be accounted for in the same manner as other County employees.

For a description of financial procedures, see Section 6.10.64.

#### **b. Frequent Flier Policy**

Source: County Board Resolution #93-469, passed August 17, 1993.

Whenever public funds are used to pay for airline travel by an elected official or public employee, any credits or other benefits issued by an airline must accrue to the benefit of the County providing the funding. The individual passenger shall report receipt of the credit or benefit to the County's Budgeting and Accounting Office within 90 days of receipt.

**For more information contact:** Budgeting and Accounting.

### **5.40.00 CODIFICATION OF MAJOR POLICIES**

The following policies are taken verbatim from County Board resolutions. They are not summaries, they are the actual policies adopted by County Board resolution. The original resolutions have been rescinded, and the Administrative Code has become the source of authority for these policies.

#### **5.40.03 Acceptance of Gifts**

Source: County Board Resolution #97-374, passed September 9, 1997.  
Amended by Resolution 2003-159, passed May 13, 2003  
Amended by Resolution 2024-XXX, passed [date]

This policy describes the authority granted by the County Board to the County Manager to accept administratively gifts on behalf of Ramsey County. It identifies conditions that apply to all types of gifts, and specific conditions for each of four categories of gifts: monetary, financial instruments and intellectual property, personal property, and real property (see definitions below).

- A. The County Manager may administratively accept on behalf of the County all monetary gifts, gifts of financial instruments and intellectual property, and gifts of personal property (clothing, vehicles, equipment, etc.), with estimated values of less than \$10,000, except those defined in paragraph C. If valuation of the gift is in doubt or could reasonably be estimated both above and below the threshold, authority defaults to the County Board.
- B. The County Manager has the discretion to delegate authority for the acceptance of monetary gifts and gifts of personal property with an estimated value of less than \$1,000 to deputy county managers. Deputy county managers may in turn delegate the acceptance of gifts of personal property to department directors. If

valuation of a gift is in doubt or could reasonably be estimated both above and below the delegation threshold, authority defaults to the County Manager. The County Manager may not delegate authority for the acceptance of gifts of financial instruments and intellectual property or real property.

C. For any minor improvements to County-owned property with an estimated value under \$10,000 and made pursuant to a contractual agreement effective prior to May 1, 2022, between the County and a third party, the County Board delegates authority for acceptance to County Manager. Tenant Improvements or alterations made as consideration pursuant to a lease with the County are not gifts, and are not subject to this policy.

D. The following gifts may only be accepted by the Board:

1. Personnel Complement

If an increase in a department's personnel complement is required in order to implement the intent of the donor, only the County Board may approve the gift.

2. Real Property

Only the County Board may accept gifts of real property: ~~land or structures.~~

3. Support for County Board Operations

Only the County Board may accept gifts which will be used to support the operations of the Board. -Examples include donations toward Commissioner travel, office expenses and other County business related activities.

4. Gifts of \$10,000 or more.

Unless otherwise specified above, only the County Board may accept gifts that are valued \$10,000 or more.

5. Gifts for water, sewer, or combined systems, in accordance with Minnesota Statutes Sec. 116A.23.

E. Fundraising campaigns. The County Manager will establish administrative policy and procedure for fundraising activities initiated by county staff. The delegation authorities for accepting gifts received during fundraising campaigns are the same as for other gifts, as stated above.

F. The following conditions will apply to all gifts, including donations received in a fundraising campaign:

1. Funds received as gifts will be treated the same as funds from other sources such as tax levy funds. The same procedures and practices apply, as

presented in the County's Administrative Code and County Board resolutions. Implied or stated restrictions or conditions involving an individual(s) or employee(s) will not be accepted.

2. Personal and real property received as gifts will be treated in the same manner as items purchased by the County with local tax levy funds and will be included in the County's inventory. In order to do this, gift acceptance will be coordinated by the County Manager's Office.
3. Where delegations of authority exist for making budget adjustments, amending contracts, and similar actions, they will apply to the use of gifts.
4. Gifts of cash to the county for the direct benefit of clients or of residents of congregate facilities, such as fees for field trips, holiday gifts, or similar activities will be placed in the appropriate County accounts, such as trust accounts. Cash or personal property donated for the direct benefit of specific, individual clients or residents will be treated in the same manner as other items of resident personal property and are not considered to be gifts to the county under this policy.
5. The County Manager will submit an annual report to the County Board listing all donations and gifts accepted administratively by the county that fall within the scope of this policy.
6. The County Manager or designee will send a thank-you note for each gift accepted by the County Board or County Manager. A Department will send a thank-you note for each gift accepted on its behalf by a deputy county manager. For individual gifts with a value of \$500 or more, the thank-you note will be signed by the Chair of the County Board. This letter will contain specific information about the gift and how it will be used. Copies of the letter will be sent to the members of the County Board of Commissioners. The requirements set forth in this paragraph do not apply to anonymous donations. Any additional forms of donor recognition will be set forth in administrative policy by the county manager.
8. The county:
  - has the right to refuse any gift.
  - cannot guarantee the permanence of any gift. All gifts may be used, sold, donated, or disposed in the best interest of the county.
  - will not accept any offers, gifts, or agreements that would result in placing a material obligation or a lien upon the county's general budget revenues.
9. No gift will be accepted that is contingent upon a specified use for the gift that either:
  - Provides the donor with a benefit that is greater than the benefit provided to the general public, or

- Contains express or implied conditions that would provide the donor preferential treatment with respect to any County purchases or services.

10. No advisory board may accept gifts on behalf of the County.

G. Definitions:

1. Gifts. Gifts are defined as money or property conferred to Ramsey County by a corporation or private individual. They are distinguished from grants and other contract-based transfers in that there is no agreement to exchange anything of value.
2. Monetary Gifts. Monetary gifts are defined as gifts of cash and cash equivalents (e.g., gift cards) to the county.
3. Personal property. Personal property is defined as tangible, moveable property, such as clothing, books, vehicles, and equipment.
4. Financial Instruments and Intellectual Property. Financial instruments are defined as tradable or negotiable assets with stored value, such as stocks and bonds, or securities. Intellectual property is defined as a product of human intellect protected by law from unauthorized use by others, which constitutes an intangible asset such as a patent, copyright, trademark, or trade secret.
5. Real property. Real property is defined as land and structures.
6. Fundraising campaigns. Fundraising campaigns are limited periods of active solicitation to multiple prospective donors, including private individuals and/or organizations, for funds that will be used for a special, dedicated purpose or program (and not for general operating expenses).

H. Exceptions:

1. Gifts and donations for the Ramsey County Law Library may only be accepted by the Law Library Board of Trustees, in accordance with Minnesota Statutes Sec. 134A.05.

**Cross reference:** See Administrative Code, Chapter 3.40.03.



# Board of Commissioners

## Request for Board Action

15 West Kellogg Blvd.  
Saint Paul, MN 55102  
651-266-9200

**Item Number:** 2024-300

**Meeting Date:** 7/2/2024

**Sponsor:** Board of Commissioners

**Title**

Acceptance of Resignation of Commissioner Trista Martinson

**Recommendation**

Accept the resignation of Commissioner Trista Martinson from the duties as Ramsey County Commissioner for District 3 effective close of business on August 1, 2024.

**Background and Rationale**

Commissioner Trista Martinson accepted a new leadership role as the Executive Director with the Ramsey/Washington County Recycling and Energy (R&E). Ramsey County and Washington County have worked together to manage waste responsibly since the 1980s. The counties work jointly with Ramsey/Washington R&E to protect health and the environment and to meet the state’s 75% recycling goal by 2030. Ramsey/Washington County R&E serves over 800,000 residents and 70,000 businesses.

The Ramsey/Washington Recycling & Energy is governed by the joint powers Ramsey/Washington R&E Board, which is comprised of commissioners from the two counties, as well as two ex officio from the city of Newport and the Minnesota Pollution Control Agency.

Commissioner Martinson’s last day at Ramsey County will be August 1, 2024.

**County Goals** (Check those advanced by Action)

- Well-being       Prosperity       Opportunity       Accountability

**Racial Equity Impact**

This board action does not have a direct racial equity impact.

**Community Participation Level and Impact**

There was no community engagement with this request for board action.

- Inform       Consult       Involve       Collaborate       Empower

**Fiscal Impact**

There is no fiscal impact associated with this request for board action.

**Last Previous Action**

None.

**Attachments**

None.

# Board of Commissioners

## Request for Board Action

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**Item Number:** 2024-287

**Meeting Date:** 7/2/2024

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**Sponsor:** Emergency Management & Homeland Security

**Title**

Proposed Emergency Management and Homeland Security Department Ordinance - Waive First Reading and Set Public Hearing Date

**Recommendation**

1. Waive the First Reading of the proposed Emergency Management and Homeland Security Ordinance.
2. Set the Public Hearing date of July 23, 2024, at 9 a.m. or as soon as possible thereafter, in the Council Chambers, third floor of Ramsey County Courthouse, 15 West Kellogg Boulevard, Saint Paul, MN, to afford the public an opportunity to comment on the proposed Emergency Management and Homeland Security Ordinance

**Background and Rationale**

In 2021, the County Manager's Office coordinated a comprehensive review of county policy documents including the Ramsey County Administrative Code. The review identified ambiguous language referring to Emergency Management and Homeland Security (EMHS) as both a division and a department within the Safety and Justice Service Team. The request to establish EMHS as a department under the Safety and Justice Service Team requires a change in an ordinance and needs board approval.

The Ramsey County Home Rule Charter section 5.01.A.1 requires that certain acts of the Ramsey County Board shall be by ordinance, including: "Establish, structure, merge or abolish any county department, office, agenda, board or commissions, except as provided for in this charter."

The Ramsey County Home Rule Charter section 5.02 states each proposed ordinance shall receive two readings: first, at the time it is presented, and second, at the time of the public hearing as required by law. Both readings may be waived if a copy of the ordinance is supplied to each member of the county board prior to its introduction. In accordance with these requirements, the proposed Emergency Management and Homeland Security Department Ordinance was provided to each commissioner prior to its introduction on July 2, 2024. Therefore, the first reading may be waived by duly made motion and majority vote.

The Ramsey County Home Rule Charter section 5.02 states that every proposed ordinance shall hold a public hearing as required by law. A notification of the public hearing, which includes the draft ordinance will be publicized in advance of the public hearing.

This action sets the date of the Public Hearing as July 23, 2024, at 9:00am, or as soon thereafter as possible, in the Council Chambers. Persons who intend to testify are encouraged to sign up online at [ramseycounty.us/chiefclerk](https://ramseycounty.us/chiefclerk) or contact the Chief Clerk at 651-266-9200 prior to July 23, 2024. If in-person testimony is not feasible, comments may alternatively be provided via the following methods:

- Email: [chiefclerk@ramseycounty.us](mailto:chiefclerk@ramseycounty.us)
- Phone 651-266-9200
- Written letter to: Chief Clerk, 15 West Kellogg Blvd, 250 Courthouse, Saint Paul, MN 55102

**County Goals** (Check those advanced by Action)

- Well-being       Prosperity       Opportunity       Accountability

**Racial Equity Impact**

There is no direct racial equity impact linked to this ordinance request. This action is administrative only and Ramsey County Department of Emergency Management and Homeland Security serves the entire community.

**Community Participation Level and Impact**

A public hearing for the proposed ordinance change is schedule for July 23, 2024 at 9:00 am in the Council Chambers. Members of the community can elect to attend and provide input.

- Inform       Consult       Involve       Collaborate       Empower

**Fiscal Impact**

There is no fiscal impact associated with this board request.

**Last Previous Action**

None.

**Attachments**

1. Proposed Ordinance
2. Proposed Schedule
3. Public Hearing Notice

## PROPOSED ORDINANCE

An ordinance requiring the establishment of the Emergency Management and Homeland Security Department

WHEREAS, Emergency Management and Homeland Security function resides in the Safety and Justice Service Team, having previously been established in Administrative Code section 4.43.00, as a division of the County Manager's Office under the supervision and direction of the County Manager; and

WHEREAS, Emergency Management and Homeland Security current budget, structure and functions operate under Safety and Justice Service Team; and

WHEREAS, the establishment of Emergency Management and Homeland Security as a department within the Safety and Justice Service Team will formalize the organizational structure, including budget and Full-Time Equivalents; and

WHEREAS, Emergency Management and Homeland Security Department performs both mandated and non-mandated services that enhance community resilience by coordinating plans and procedures for disaster preparedness affecting Ramsey County residents, agencies, and businesses; and

WHEREAS, The County Board has determined formally changing the language to refer to Emergency Management and Homeland Security as a department within the Safety and Justice Service Team is in the best interests of the County; and

WHEREAS, Section 5.01 of the Ramsey County Home Rule Charter requires that the establishment, structure, merger or abolishment of a department, office, agency, board or commission, must occur by approval of an ordinance; Now, Therefore, Be It

ORDAINED, The Ramsey County Board of Commissioners approves the establishment of the Emergency Management and Homeland Security Department, which shall remain within the Safety and Justice Service Team.

### PROPOSED SCHEDULE OF EVENTS

July 2, 2024	First Reading of Ordinance Set Date for Public Hearing
July 10, 2024	Publication of Public Hearing Notice
July 23, 2024	Second Reading of Ordinance Hold Public Hearing
August 6, 2024	Action on Adoption of Ordinance
September 20, 2024	Effective date of Ordinance (45-day referendum periods ends)



## **PUBLIC HEARING NOTICE**

NOTICE IS HEREBY GIVEN that the Ramsey County Board of Commissioners will hold a public hearing at 9 a.m., or as soon thereafter as possible, on July 23, 2024, in the Ramsey County Courthouse – Saint Paul City Hall (Council Chambers - Room 300), 15 West Kellogg Boulevard, Saint Paul, MN 55102.

This public hearing will be conducted in order to afford the public an opportunity to comment on the proposed Emergency Management and Homeland Security Department Ordinance.

The entire proposed Ordinance can be found on Ramsey County's web site [www.ramseycounty.us](http://www.ramseycounty.us) (under the Public Notice section on the Ramsey County Board of Commissioners' page), or obtained by calling Mee Cheng, Chief Clerk – County Board (651) 266-9200.

Persons who intend to testify are requested to contact the Chief Clerk – County Board prior to July 23, 2024. If in-person testimony is not feasible, comments may be alternatively be provided via the following methods:

**Zoom Webinar ID:** 922 4380 3063 | **Passcode:** 540259 | **Phone:** 651-372-8299

**Email:** [chiefclerk@ramseycounty.us](mailto:chiefclerk@ramseycounty.us) | **Phone:** 651-266-9200 | **Written Mail:** Chief Clerk, 15 W. Kellogg Blvd, Suite 250, Saint Paul, MN 55102

# Board of Commissioners

## Request for Board Action

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**Item Number:** 2024-223

**Meeting Date:** 7/2/2024

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**Sponsor:** Parks & Recreation

**Title**

Presentation: The Ramsey County Parks & Recreation 2023-2024 State of the Parks Report

**Recommendation**

None. For information and discussion only.

**Background and Rationale**

The Ramsey County Parks & Recreation Commission (Parks Commission) was established February 27, 1990. There are a total of nine members who are appointed by the Ramsey County Board of Commissioners and serve as community representatives. The Parks Commission is an advisory group to Parks & Recreation department leadership. Members serve as valuable community liaisons and provide insights on park projects, policy, racial equity and community engagement efforts. Feedback and ideas are incorporated into development projects and help connect park staff to community. The members' familiarity with the county's parks and recreation system offers a deep and rich resource for the Park's vision of a dynamic, community-centered system that provides opportunities for its ever-changing community to engage with inclusive and welcoming parks and recreation sites and programming.

Reporting requirements in Section 4.54.50 of the Administrative Code state that an annual State of the Parks report from the Ramsey County Parks & Recreation Commission will be presented to the County Manager. Past practice has been to present the State of the Parks report to the County Manager and Ramsey County Board of Commissioners at a county board meeting.

This presentation highlights work being done, existing opportunities and key accomplishments during 2023 and into 2024.

**Attachments**

1. Presentation

# 2023 - 2024 State of the Parks Report

July 2, 2024

# Creating Pathways to Employment

2023 Internships	# Hosted
Right Track	6
YAPSCA: Ain Dah Yung	7
Conservation Corps	3
Ampact Climate Corps	2

2024 Internships	# Hosted
Right Track	1
Young Adult Career Academy	7
Conservation Corps	3
Ampact Climate Corps	2
Green Corps	1
Ramsey County Progressive Internship	1

# Cultural Liaison

## Phoebe McGowan

- New position created in 2024
- Building relationships with racially and ethnically diverse residents and organizations by recognizing the culturally specific interests these communities have with nature.
- Phoebe's role is to connect racially and ethnically diverse community groups to outdoor programming as well as being an advocate for BIPOC communities' values, interests, and needs.



## Parks & Trails Division Highlights



### Tamarack Nature Center Programming

- St. Paul Public Schools Early Learning Partnership.
  - 70 classes
  - 1,380 students
- Full summer day camp program.
- Adding a 3 days-a-week, all-day class to nature pre-school.

# Winter Recreation Area Programming

Sold over 3,300 passes last season

Harding Senior High School - 2 visits

Johnson Senior High School - 2 visits

Wilderness Inquiry assist with lessons.

Battle Creek Elementary School -

80 kids skied, three days each, a total of 240 collective hours on the snow.

- 92% students of color
- 66% free/discounted lunch



# Paddleshare Kiosks

Self-serve paddle rental stations

6 Locations:

- Long Lake Regional Park
- Vadnais-Snail Lake Regional Park
- Vadnais-Grass Lake
- Tony Schmidt Regional Park
- Keller - Spoon Lake
- Lake McCarrons County Park

Equipment Available for Rent:

- Kayaks, paddles, life jackets
- Discount deals available to promote, and drive equitable use



# Parks Wins National Innovation in Equity Award

BIPOC-designed art panel

Simple, positive, user-friendly rules

QR Code for information

Avenza to take maps on the go

Mesh to post notices & information



Artists Witt Siasoco, Marlena Myles and CRICE (Artists Xee Reiter and Andrés Guzmán not present) with the five art designs and full sign kiosk

# Soil & Water Highlights



<p><b>260</b> SITES VISITED</p> <p><b>116</b> DESIGNED</p> <p><b>55</b> INSTALLED</p>	
<p><b>WATER QUALITY PROJECTS</b></p>	
<p><b>16</b> OBSERVATION WELLS MONITORED</p>	
<p><b>33</b> WELLS SEALED</p>	
<p><b>50</b> ACRES - TURF TO NATIVE PRAIRIE</p>	
<p><b>400</b> ACRES - OAK WOODLANDS MANAGED</p>	
<p><b>384</b></p>	
<p><b>CONSTRUCTION INSPECTIONS</b></p>	
<p><b>6,200</b> WATERCRAFT INSPECTIONS</p>	
<p><b>19</b> LAKE SURVEYS - AQUATIC BIOVOLUME, BATHYMETRY</p>	
<p><b>16</b> WATER BODIES MONITORED FOR AQUATIC INVASIVE SPECIES</p>	

# AmeriCorp/ClimateCorp trip to Washington



# Natural Resource Updates

## Wildlife Habitat Enhancement Projects

- Woodland and savanna restoration to preserve old growth oak ecosystems (280 acres in 2024)
- \$1 million in grant funding in the past three years to manage invasive species (over 500 acres)

## Increased Wildlife Surveys and Structures

- Monitoring of bluebird & kestrel boxes
- Bird banding & surveys at restored prairie site at Long Lake Regional Park

## Increasing Workforce to Assist with Efforts

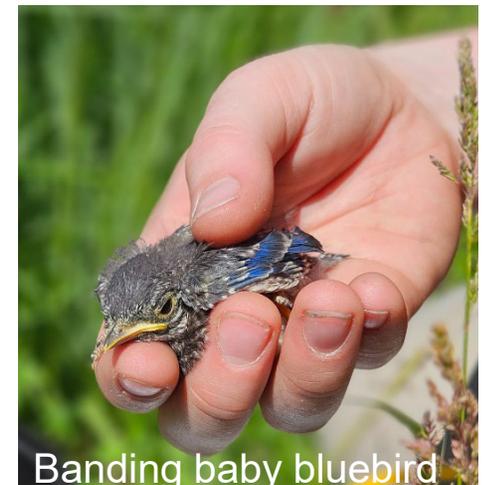
- 4-person Conservation Corp crew for invasive species management
- Partnering with Soil & Water division, city of Saint Paul, city of Maplewood, & Ramsey - Washington Metro Watershed District 5,300 Ash tree to complete shoreline restorations

## Ash & Hazardous Tree Removal and Replacement

- 5,271 hazardous trees inventoried in our system
- Projected \$2 million needed to remove diseased trees.



Bee collecting pollen on coneflower



Banding baby bluebird

# Arena Operations

- Infrastructure Needs – Refrigeration upgrades, energy reduction, updates to accommodate multiple uses
- Community engagement for White Bear, OJ and Shoreview arenas with youth hockey associations
- Hosted 2024 Boys Hockey Consolation games for State Tournament at Aldrich Arena
- Total ice rented at all arenas in 2023: **20,413 hours**
- Turf rented at TCO Sports Garden in 2023: **6,600 hours**



# Aldrich Arena Community Events and Rentals

## Arena Events

- Union Meetings
- Dog Show
- High School Band Concert
- Latinx Concerts
- Quinceañera Celebrations
- Wedding Reception
- High School and College Graduations



## Parking Lot Events

- Wednesday Morning Farmer's Market
- Maplewood Spring Household Clean Up
- Bicycle Safety & Learn to Ride
- Hmong Flea Market
- Household Hazardous Waste Collection
- MN Wild Street Hockey Game
- MN Wild Thanksgiving Turkey Giveaway



## Golf Operations 2023

### Keller

- 34,100 rounds
- Achieved Audubon re-certification
- Cart paths and bunker project
- Renewed operator contract
- Operational Profits \$749,904

### Goodrich

- 34,425 rounds
- Renewed operator contract
- New siding and painting of clubhouse
- Operational Profits \$290,058

### Island Lake

- 21,096 rounds
- Junior golf program
- New golf operator
- Clubhouse refresh
- Operational Profits \$89,727

### Manitou Ridge

- 31,962 rounds
- New golf operator
- Clubhouse refresh
- Operational Profits \$190,858

# 2024 Golf Bus Bench Advertising

RAMSEY COUNTY  
Parks & Recreation

Come play  a **round.**

Check out a  [ramseycounty.us/Golf](#)

Driving Range

RAMSEY COUNTY  
Parks & Recreation

Venga a dar  una **vuelta.**

¡Descubra uno de los campos de golf o de práctica  [ramseycounty.us/Golf](#)

Campos de práctica

RAMSEY COUNTY  
Parks & Recreation

Tuaj ntaus  ua si ib **lwm.**

Mus saib Nroog Ramsey ib lub tshav ntaus golf los sis ib lub chaw xyaum ntaus golf kom ya deb!  [ramseycounty.us/Golf](#)

Yog xav paub ntau tshaj qhov no, xoo (the QR code) los sis mus xyuas ntawm [ramseycounty.us/Golf](#)

Cov Chaw Xyaum Ntaus Golf Kom Ya Deb | Kev Qhia Cov Neeg Laus thiab Cov Tus Ntxhais Hluas Ntaus Golf | Kev Sib Tw Ntaus Golf Rau Neeg Laus thiab Cov Tus Ntxhais Hluas | Plaub Lub Tshav Ntaus Golf

# Golf Course Projects

## 2024: Goodrich Golf Course

- Irrigation system replacement
- Bunker replacement
- Ash tree removal
- Cart path replacement

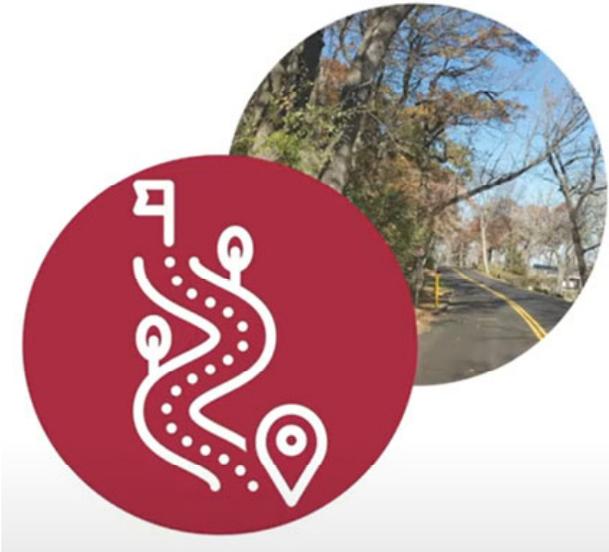
## 2025: Manitou Ridge Golf Course

- Forward tee boxes
- Irrigation system replacement
- Bunker renovations
- Ash tree removal

### Irrigation Replacement Benefits:

- Irrigation last updated in 1995 at Goodrich
- Installed in 1978 at Manitou with upgrades in 2002
- Energy savings – new systems draw less power
- Labor savings – significant annual repairs currently needed
- Environmental benefits – up to 25% reduction of water use

# Planning & Development Projects



## Bruce Vento Trail Extension

- 2.7-mile Trail Extension (Buerkle Road to Hoffman Road/Highway 61)
- Project Funding: \$10 million

### Estimated Project Timeline.

- Construction Start – Late fall 2024
- Completion – Winter 2025

## Battle Creek Waterworks Renovation

- Project Funding: \$5 million

### Estimated Project Timeline.

- Anticipated Construction Start – Fall 2024
- Anticipated Construction End – June 2025



# Tuj Lub Court Renovation

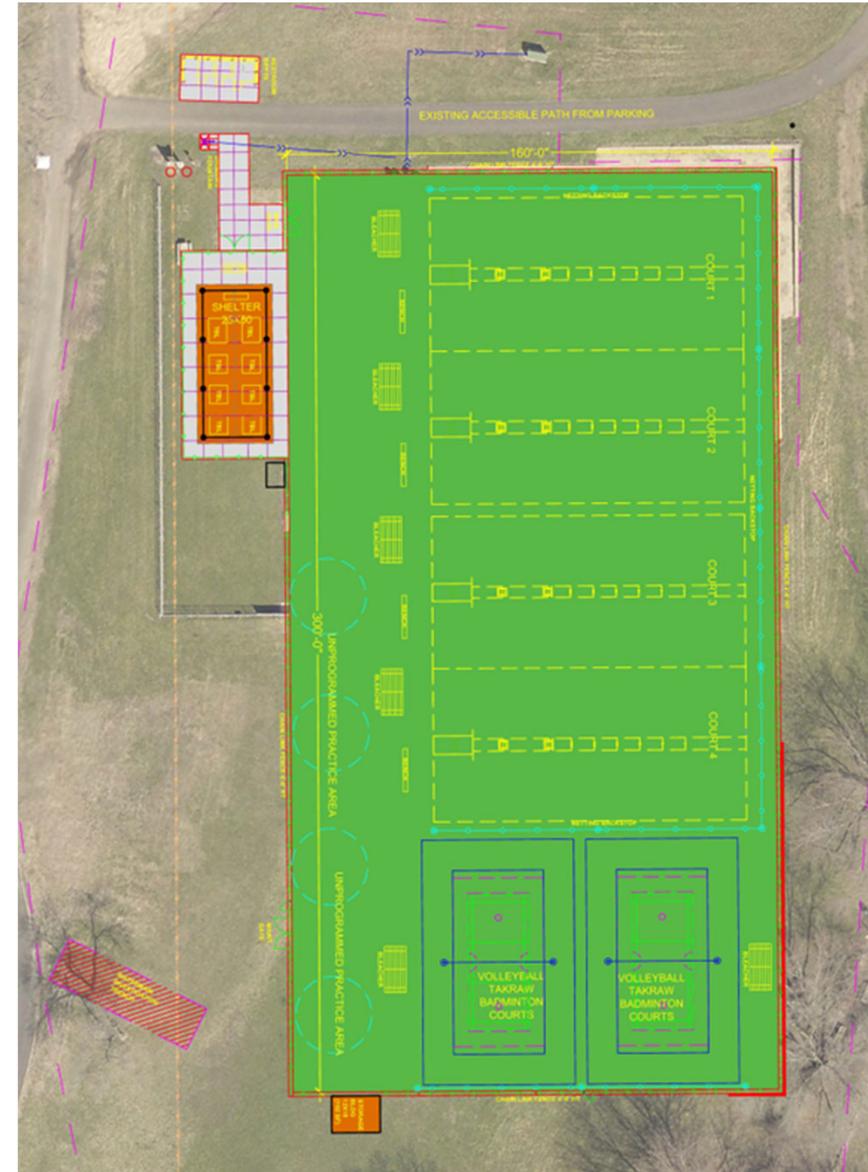
## Keller Regional Park

- Reconfigured Court, Artificial Turf, Field Lighting, Shade Shelter, Bleachers, Sepak Takraw Courts, Badminton, Volleyball, Portable Restrooms.

Project Funding: \$2.6 million

### Estimated Project Timeline..

- Anticipated Construction Start – Fall 2024
- Anticipated Completion – Spring 2025



# Pigs Eye Lake Island Building Project

## Construction Update (End of 2023)

- All island bases are constructed.
- Island bank protection installed.
- Underwater berm features installed.
- Topsoil was installed on two islands and seeded.



Park & Recreation Commission Tour – August 2023



Island Construction – November 2023

## Construction Activities (2024)

- Topsoil to be installed on remaining islands.
- Remaining island seeding.
- Native seeding and willow plantings.

# Parks & Recreation Commission Members 2023-2024

**Thank you  
for your service to Ramsey County**

**Members:**

Chair: Gregory Williams

Vice-Chair: Brian Tempas

Jordan Nelson

Dr. Tamara Mattison

Mary Grams Basnight

Mike Sachi

Reier Erickson

Linda Duck

Harold Harvey

***Thank You for Your Support of  
Parks & Recreation***