



Board of Commissioners

Agenda

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

January 7, 2025 - 9 a.m.

Council Chambers - Courthouse Room 300

ROLL CALL

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGEMENT

1. **Agenda of January 7, 2025 is Presented for Approval** [2024-714](#)
Sponsors: County Manager's Office
Approve the agenda of January 7, 2025.
2. **Minutes from December 17, 2024 are Presented for Approval** [2024-715](#)
Sponsors: County Manager's Office
Approve the December 17, 2024 Minutes.
3. **2025 Oath of Office** [2024-720](#)
Sponsors: County Manager's Office
The Oath of Office will be administered to:
 - Commissioner Tara Jebens-Singh - by Judge Timothy Mulrooney
 - Commissioner MaryJo McGuire - by Judge Timothy Mulrooney
 - Commissioner Kelly Miller - by Judge Timothy Carey

POLICY ITEMS

4. **Election of the Chair for 2025** [2024-407](#)
Sponsors: Board of Commissioners
Elect the chair for the year 2025.
5. **Election of the Vice-Chair for 2025** [2024-408](#)
Sponsors: Board of Commissioners
Elect the vice-chair for the year 2025.
6. **Rules of Procedure for 2025** [2024-409](#)
Sponsors: Board of Commissioners

1. Adopt Rules of Procedure to govern the Ramsey County Board of Commissioners.
2. This resolution supersedes all prior resolutions pertaining to procedures.

7. Appointments to Standing Committees for 2025 [2024-412](#)

Sponsors: Board of Commissioners

Approve appointments to the standing committees for the year 2025.

8. Appointments to Outside Boards and Committees for 2025 [2024-410](#)

Sponsors: Board of Commissioners

Approve appointments of commissioners to various outside boards, committees and commissions for the year 2025.

9. Appointment of Members to the Ramsey County Housing and Redevelopment Authority for 2025 [2024-411](#)

Sponsors: Board of Commissioners

Approve the appointment of members to the Ramsey County Housing and Redevelopment Authority for the year 2025.

10. Appointment of Members to the Ramsey County Regional Railroad Authority for 2025 [2024-413](#)

Sponsors: Board of Commissioners

Approve the appointment of members to the Ramsey County Regional Railroad Authority for the year 2025.

ADMINISTRATIVE ITEMS

11. Contract with Press Publications, Inc for 2025 Newspaper Publications [2025-004](#)

Sponsors: County Manager's Office

1. Award a contract to Press Publications, Inc., 4779 Bloom Avenue, White Bear Lake, MN 55110, as the designated Official Newspaper for the following Ramsey County publications:
 - A. Official proceedings of the Board of Ramsey County Commissioners and all notices for the year 2025; the 2024 Financial Statement; and the Notice of Expiration of Redemption in the Vadnais Heights Press in the amount of \$6.47 per column inch for the first insertion, and \$6.47 for subsequent insertions.
 - B. 2024 Financial Statement in the White Bear Press as the other newspaper of general circulation located in a different municipality in the county than the Official Newspaper, in the amount of \$16.27 per column inch and \$16.27 per column inch for subsequent insertions.
 - C. Official Newspaper for publication of Ramsey County's List of Real Estate Taxes Remaining Delinquent on the first day of January 2025 in the Vadnais Heights Press in the amount of \$6.47 per column inch and \$6.47 per column inch for subsequent insertions.
2. Authorize the Chair and the Chief Clerk to execute the contract with Press Publications,

Inc.

COUNTY CONNECTIONS

OUTSIDE BOARD AND COMMITTEE REPORTS

BOARD CHAIR UPDATE

ADJOURNMENT

Following County Board Meeting:

9:45 a.m. (est.) Housing Redevelopment Authority Annual Organizational Meeting, Council Chambers
– Courthouse Room 300

10:00 a.m. (est.) Regional Railroad Authority Meeting Annual Organizational Meeting, Council
Chambers – Courthouse Room 300

10:15 a.m. (est.) Reception for Elected Officials – Courthouse Room 40

Advance Notice:

January 14, 2025 County board meeting – Council Chambers

January 21, 2025 County board meeting – Council Chambers

January 28, 2025 County board meeting – Council Chambers

February 4, 2025 County board meeting – Council Chambers



Board of Commissioners

Request for Board Action

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

Item Number: 2024-714

Meeting Date: 1/7/2025

Sponsor: County Manager's Office

Title

Agenda of January 7, 2025 is Presented for Approval

Recommendation

Approve the agenda of January 7, 2025.



Board of Commissioners

Request for Board Action

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

Item Number: 2024-715

Meeting Date: 1/7/2025

Sponsor: County Manager's Office

Title

Minutes from December 17, 2024 are Presented for Approval

Recommendation

Approve the December 17, 2024 Minutes.

Attachments

1. December 17, 2024 Minutes



Board of Commissioners Minutes

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

December 17, 2024 - 9 a.m.

Council Chambers - Courthouse Room 300

The Ramsey County Board of Commissioners met in regular session at 9:07 a.m. with the following members present: Frethem, McGuire, Moran, Ortega, Xiong and Chair Reinhardt. Also present were Ling Becker, County Manager, and Jada Lewis, Civil Division Director, Ramsey County Attorney's Office.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGEMENT

Read by Commissioner Ortega.

1. Agenda of December 17, 2024 is Presented for Approval [2024-280](#)

Sponsors: County Manager's Office

Approve the agenda of December 17, 2024.

Motion by Frethem, seconded by Xiong. Motion passed.

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

2. Minutes from December 3, 2024 are Presented for Approval [2024-281](#)

Sponsors: County Manager's Office

Approve the December 3, 2024 Minutes.

Motion by Xiong, seconded by McGuire. Motion passed.

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

ADMINISTRATIVE ITEMS

3. Food and Beverage Expense Policy Annual Threshold Increase [2024-672](#)

Sponsors: Finance

Approve an increase to the Food and Beverage Policy annual threshold to \$100,000.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-262](#)

4. Reappointment of the Ramsey County Medical Examiner and Agreement for Forensic Services [2024-640](#)

Sponsors: Medical Examiner

1. Reappoint Kelly Mills, M.D. as the Medical Examiner of Ramsey County from January 1, 2025 through December 31, 2026.
2. Approve the agreement with Kelly Mills, DBA River Valley Forensic Services, PA, for a two-year period of January 1, 2025 through December 31, 2026 in accordance with the rates established in the agreement.
3. Authorize the Chair and Chief Clerk to execute the agreement.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-263](#)

5. Healing Streets Individual Support Funds Placement in Project Budget [2024-678](#)

Sponsors: Public Health, County Manager's Office

Authorize the County Manager to establish a project budget for the Healing Streets individual support funds in an amount up to \$500,000 in the Public Health budget.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-264](#)

7. Certification of Property Assessed Clean Energy Charges for Energy Improvements [2024-666](#)

Sponsors: Community & Economic Development

1. Request the County Auditor to amend the existing special assessment plus interest on the following property:
Owner: IVP St. Paul MF Conversion, LLC
Property Address: 386 Wabasha Street North, Saint Paul, MN 55102
PIN: 06-28-22-12-0033
Project Type: Roof, lighting, building envelop, energy efficiency Heating, Ventilation and Air Conditioning improvements
Assessment Request: \$15,789,000
Interest Rate: 8.56 %
Interest Starts Accruing: 01/01/2026
Finance Period: 29 years
Such assessments shall be payable in equal annual principal and interest installments extending over the term of the special assessment. The first of the installments shall be payable with general property taxes in 2024, and shall bear interest at the rates per annum and interest start date stated above, and to the first installment shall be added interest on the entire assessment from the interest start date until December 31 of the tax payable year to which the first installment will be extended, and to each subsequent installment, when due, shall be added interest for one year on all unpaid installments and to each installment shall also be added the special assessment administration fee required by Minnesota Statutes section 429.061, subdivision. 5.
2. Direct the Chief Clerk to send a certified copy of this Resolution to the County Auditor to amend the assessment for IVP St. Paul MF Conversion, LLC on the property tax lists of the county.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-265](#)

8. 2025 Parks Capital Project Accounting [2024-626](#)
- Sponsors: Parks & Recreation
- Authorize the County Manager to establish project budgets for the following in the Parks and Recreation Department:
- a. Natural Resources Habitat Restoration and Maintenance
 - b. Parks & Trails Signage
 - c. Bituminous Paving & Maintenance Parks & Recreation
 - d. Regional Park Playground Maintenance and Redevelopment
- Motion by Ortega, seconded by Xiong. Motion passed.
Aye: Frethem, McGuire, Moran, Ortega, Reinhardt, and Xiong
Resolution: [B2024-266](#)
9. 2025 Utilization Guidelines for Soil and Water Conservation District Aid [2024-651](#)
- Sponsors: Parks & Recreation
1. Approve utilization guidelines for Soil and Water Conservation District Aid for Ramsey County.
 2. Direct Parks & Recreation department to post the utilization guidelines on the county's public website.
- Motion by Ortega, seconded by Xiong. Motion passed.
Aye: Frethem, McGuire, Moran, Ortega, Reinhardt, and Xiong
Resolution: [B2024-267](#)
10. Capital Improvement Program Contingent Request for the Juvenile and Family Justice Center Elevator Modernization Project [2024-481](#)
- Sponsors: Property Management
- Authorize the County Manager to allocate up to \$613,000 from the Capital Improvement Program Contingent Fund Balance to the Juvenile and Family Justice Center Elevator Modernization Capital Improvement Program project budget.
- Motion by Ortega, seconded by Xiong. Motion passed.
Aye: Frethem, McGuire, Moran, Ortega, Reinhardt, and Xiong
Resolution: [B2024-268](#)
11. Agreement with Construction Results Corporation for the Juvenile and Family Justice Center Elevator Modernization Project [2024-503](#)
- Sponsors: Property Management
1. Approve the selection of and agreement with Construction Results Corporation, 5465 Highway 169 North, Plymouth, MN 55442, for the Juvenile and Family Justice Center Elevator Modernization project, for the period of December 18, 2024 through December 17, 2027, in the not-to-exceed amount of \$2,701,040.
 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 Ortega, seconded by Xiong. Motion passed.
Aye: Frethem, McGuire, Moran, Ortega, Reinhardt, and Xiong
Resolution: [B2024-269](#)

- 12.** Women, Infants, and Children New Brighton Clinic Space Improvement Project Budget [2024-597](#)
- Sponsors: Property Management
1. Authorize the County Manager to account for the Women, Infants, and Children New Brighton Clinic Space Improvement project as a budgeted project in Property Management.
 2. Authorize the County Manager to transfer up to \$152,250 from Public Health operating funds to the Women, Infants, and Children New Brighton Clinic Space Improvement project budget for project activities.
- Motion by Ortega, seconded by Xiong. Motion passed.
Aye: Frethem, McGuire, Moran, Ortega, Reinhardt, and Xiong
Resolution: [B2024-270](#)
- 13.** Easement Agreement with Wedum Albion, LLC and Wedum Lexington, LLC for Lexington Parkway Private Sky Bridge [2024-663](#)
- Sponsors: Public Works
1. Approve the Lexington Parkway Private Sky Bridge Easement Agreement.
 2. Authorize the Chair and Chief Clerk to execute the Lexington Parkway Private Sky Bridge Easement Agreement.
 3. Request that a copy of the fully executed easement agreement be filed with the County Recorder's Office.
- Motion by Ortega, seconded by Xiong. Motion passed.
Aye: Frethem, McGuire, Moran, Ortega, Reinhardt, and Xiong
Resolution: [B2024-271](#)
- 14.** Reallocation of Riverview Corridor Funds [2024-682](#)
- Sponsors: Public Works
1. Direct Public Works staff to develop a refined transportation improvement plan utilizing Ramsey County Regional Railroad Authority Property Tax Levy and Ramsey County Local Option Sales Tax funds previously identified for the Riverview Corridor.
 2. Direct Public Works staff to develop a detailed transit and transportation investment plan based upon the reallocation of Riverview Corridor funds consistent with the investment categories presented at the November 19, 2024, board workshop for Ramsey County board discussion and approval in the Spring of 2025.
- Motion by Ortega, seconded by Xiong. Motion passed.
Aye: Frethem, McGuire, Moran, Ortega, Reinhardt, and Xiong
Resolution: [B2024-272](#)
- 15.** Transfer of Ramsey County Transit and Transportation Improvement Funds for Union Depot Facility Improvements [2024-685](#)
- Sponsors: Public Works
1. Authorize the County Manager to transfer up to \$3,000,000 from Ramsey County Transit and Transportation Improvement fund balance to the 2025 Union Depot operating budget for operational and capital maintenance costs for near-term improvements.
 2. Authorize the County Manager to establish a project budget for Union Depot Facility Improvements of up to \$6,000,000, utilizing up to \$3,000,000 of Transit and

Transportation Improvement fund balance and up to \$3,000,000 of Ramsey County Regional Railroad Authority fund balance in the Union Depot operating budget.

3. Authorize the County Manager to account for the operational and capital maintenance costs in the Union Depot operating budget.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-273](#)

16. Amendments to Administrative Code - Emergency Management and Homeland Security Department [2024-665](#)

Sponsors: Emergency Management & Homeland Security

1. Approve amendments to the Administrative Code to incorporate the Emergency Management and Homeland Security department.
2. Direct the Chief Clerk to the County Board to amend the Administrative Code to reflect approved amendments.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-274](#)

17. 2025 Salary Rate for the Ramsey County Attorney [2024-688](#)

Sponsors: County Attorney's Office

1. Set the annual salary for the elected Ramsey County Attorney at \$223,930 to be effective the first full pay period following January 1, 2025.
2. Authorize the continuation of the contribution to deferred compensation for the elected County Attorney consistent with the American Federation of State, County and Municipal Employees Local 8 Assistant County Attorneys agreement.
3. Authorize the continuation of the administrative allowance of \$110 per month.
4. Authorize the continuation of the transportation allowance of \$150 per month.
5. Authorize the continuation of the cell phone/wireless service allowance of \$55 per month.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-275](#)

18. 2025 Salary Rate for the Ramsey County Sheriff [2024-660](#)

Sponsors: Sheriff's Office

1. Set the annual salary for the Ramsey County Sheriff at \$186,706 effective January 1, 2025.
2. Authorize the continuation of the contribution to deferred compensation consistent with that approved for non-represented employees for 2025.
3. Authorize the continuation of the uniform/clothing allowance of \$1,375 for 2025.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-276](#)

19. Agreements for Law Enforcement Services and Public Safety Services [2024-667](#)

Sponsors: Sheriff's Office

1. Approve the agreements for law enforcement and public safety services with the cities of Arden Hills, Little Canada, North Oaks, Shoreview, Vadnais Heights, and the township of White Bear for the period of January 1, 2025 through December 31, 2029.
2. Authorize the Chair and Chief Clerk to execute the agreements.
3. Authorize the County Manager to use Law Enforcement Services Fund fund balance for the purpose of year-end reconciliation at fiscal close to reconcile actual costs for services provided to the Contract Communities under these agreements.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-277](#)

- 20.** Amendment to the Agreement with the City of Falcon Heights for Law Enforcement and Public Safety Services [2024-668](#)

Sponsors: Sheriff's Office

1. Approve the amendment to the agreement with the city of Falcon Heights for law enforcement and public safety services for a two-month period of January 1, 2025 through February 28, 2025.
2. Authorize the Chair and Chief Clerk to execute the agreement.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-278](#)

- 21.** Seventh Amended Joint Powers Agreement of the Ramsey County Violent Crime Enforcement Team [2024-670](#)

Sponsors: Sheriff's Office

1. Approve the Seventh Amended Joint Powers Agreement of the Ramsey County Violent Crime Enforcement Team between Ramsey County and the cities of Maplewood, New Brighton, Roseville, Saint Paul, White Bear Lake, Mounds View, and Saint Anthony for the period of January 1, 2025 through December 31, 2025, and will automatically renew for two additional one-year periods, through December 31, 2027.
2. Authorize the Chair and Chief Clerk to execute the Joint Powers Agreement.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-279](#)

- 22.** Gift Acceptance for the 2024 Commissioner Travel Expenses [2024-664](#)

Sponsors: Board of Commissioners

Accept the monetary gift of the approximate total amount of \$10,556 for 2024 travel related expenses for Commissioner Mary Jo McGuire, Commissioner Rena Moran, Commissioner Victoria Reinhardt, and Commissioner Mai Chong Xiong.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-280](#)

- 24.** 2024 Budget Adjustments for Overspending in the Ramsey County Attorney's Office [2024-674](#)

Sponsors: Finance

Authorize the County Manager and the Chief Financial Officer to transfer up to \$1,000,000 to the Ramsey County Attorney's Office from general fund fund balance in 2024.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: B2024-281

25. Benefits Policies Compliance Update

[2024-638](#)

Sponsors: Human Resources

Approve updates to Employee Benefits Policies to comply with legislative changes to Earned Sick and Safe Time Minnesota Statute 181.9445-181.9448, including clarification on previously approved policies:

1. Section 8.6 Use of Sick Leave
 - a. Modify "sick leave is authorized" to "sick leave may be authorized," as the Earned Sick and Safe Time (ESST) law provides guidelines for proper notice and documentation requirements that authorize the use of paid sick time.
 - b. Modify paragraphs (a), (b), (c), (d), (e), and (f) to clarify that sick leave must be used for qualifying reasons when an employee has available paid sick time. This change is in alignment with ESST provisions in preparation for MN Paid Family Medical Leave.
 - c. Remove the limit of 160 hours from paragraph (c) such that an employee has access to all paid sick hours for the purpose of providing care to a qualified family member. This change is in alignment with ESST provisions in preparation for MN Paid Family Medical Leave.
 - d. Clarify 'immediate household' member in paragraph (e) to be someone who is not a family member as defined by Minn. Stat. 181.9445. Sick leave for this purpose may not be compounded with other sick leave in the same instance.
 - e. Update paragraph (g) to read that employees may use sick leave for the purpose of bonding with a newborn or adopted child within twelve (12) months of birth or adoption, rather than six months. This change aligns with FMLA, ESST, and MN PFML.
 - f. Revise paragraph (i) to allow up to eighty (80) hours of paid sick time for bereavement purposes. Clarify that bereavement includes funeral or memorial services, as well as time needed to address financial or legal matters that arise out of the death of a loved one.
2. Move up Sections 8.12 Notice for the Use of Sick Leave and 8.13 Documentation for the Use of Sick Leave to 8.8 and 8.9, respectively, for greater clarity.
3. Section 8.9 Documentation for the Use of Sick Time
 - a. Add (a) "reasonable documentation may be requested at the discretion of the appointing officer or Director."
 - b. Add (b) "reasonable documentation may only be required if the absence is more than three (3) consecutive workdays," per Minn. Stat. 181.9447, subd. 3.
 - c. Modify paragraph (e) to clarify that paid sick leave may be denied if an employee fails or refuses to supply sufficient reasonable documentation when required by the appointing officer or Director.
 - d. Strike final paragraph that says the documentation requirements of ESST only apply to seasonal, temporary or intermittent workers. As of May 25, 2024, the documentation rules of the law apply to paid sick time of full- and part-time employees. As of January 1, 2025, these rules apply to all paid sick time.
4. Section 8.10 Requirement to Use Paid Sick Time
 - a. Add a new section that clarifies a common practice whereby employees are required to use paid sick time when the reason for absence qualifies for paid sick time, as defined by Section 8.6 and Minn. Stat. 181.9447, subd. 1.

- b. Add paragraph (a) that allows an employee the option to retain a bank of eighty (80) hours, rather than exhaust all paid sick time. The option to reserve a bank of sick hours is listed in the collective bargaining agreements and has been common practice for unrepresented employees even though it has not been written in the Benefits Policies.
 - c. Add paragraph (b) to mirror language in the collective bargaining agreements, which clarifies that time retained in the employee's sick bank cannot be used until they return from leave. This matches the longstanding practice.
 - d. Add paragraph (c) to mirror language in the collective bargaining agreements, which clarifies that unused sick leave will be forfeit if the employee does not return from leave, such that the employee will receive no compensation for those banked hours. This is also mentioned in Section 12.9 Separation Pay
5. Section 8.11 Advance of Sick Leave
- a. Update to comply with ESST requirement that all sick hours advanced to an employee may be used for any qualifying reason, as defined in Minn. Stat. 181.9447, subd. 1. Qualified uses for sick time are outlined in Section 8.6.
 - b. Replace "proof of illness" with "reasonable documentation" as outlined in Minn. Stat. 181.9447, subd. 3.
 - c. Modify Section 8.6 paragraph (a) to clarify that, if an employee transitions to a status that is not eligible for sick advance, the employee must repay any outstanding advanced hours before the transition to the new status is complete.
6. Section 8.12 Use of Other Paid Leave for Sick Leave Purposes
- a. Create new section to commit to writing the longstanding countywide practice whereby an employee may request to use vacation and other accruals upon the exhaustion of paid sick leave.
 - b. Clarify that an employee can also request to use other accruals even if they opt to bank hours.
7. Section 9.1 Eligibility for Sick Leave Without Pay
- a. Update language to explain that unpaid sick leave is to be used only for the health condition of the employee. Unpaid sick leave is not protected under ESST law.
 - b. Change "shall" to "may" in paragraph (a) to clarify that a continuous unpaid medical leave of absence may granted if the employee supplies substantiating medical documentation.
 - c. Strike the mention of workers' compensation from paragraph (a).
 - d. Add "seasonal" employee status to paragraph (c).
 - e. Clarify in paragraph (c) that seasonal, intermittent and temporary employees are ineligible for sick leave without pay, unless otherwise protected by an approved FMLA status. This has been the longstanding practice but has not been clearly documented.
8. Section 10 Workers Compensation
- a. Modify that employees are required to use paid sick time to supplement wage replacement benefits to make the employee whole, which is the current practice for represented employees, and mirrors the updates in Section 8.6.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-282](#)

- 26.** Salary and Benefit Changes for Non-Represented Classified and Unclassified Employees for 2025, 2026 and 2027

[2024-696](#)

Sponsors: Human Resources

Approve salary and benefit changes for non-represented employees in the classified and unclassified service of the Ramsey County Personnel System for 2025, 2026 and 2027.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-283](#)

- 28.** Terms of Collective Bargaining Agreement with International Union of Operating Engineers Local 49 for the Years 2025, 2026 and 2027

[2024-675](#)

Sponsors: Human Resources

1. Approve the terms of collective bargaining agreement with international Union of Operating Engineers Local 49 for the years 2025 2026 and 2027.
2. Authorize the Chair and the County Manager to execute the agreement incorporating the terms and conditions.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-284](#)

- 29.** Terms of Collective Bargaining Agreement with Teamsters 320 Correctional Officer IIIs for the years 2025, 2026 and 2027

[2024-677](#)

Sponsors: Human Resources

1. Approve the terms of the collective bargaining agreement with Teamsters 320 Correctional Officer IIIs for the years 2025, 2026 and 2027.
2. Authorize the Chair and the County Manager to execute the agreement.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Resolution: [B2024-285](#)

- 6.** Grant Agreement with the Department of Human Services for the Mental Health Innovation Grant

[2024-648](#)

Sponsors: Social Services

1. Ratify the submittal of the grant application to the Department of Human Services for the Mental Health Innovation Grant.
2. Accept a grant award and approve a grant agreement with the Department of Human Services for Mental Health Services for the period of January 1, 2025, through December 31, 2026, in the amount of \$817,406.
3. Authorize the Chair and Chief Clerk to execute the grant agreement.
4. Authorize the County Manager to execute amendments to the grant agreement in the form approved by the County Attorney's Office.

Discussion can be found in archived video.

Motion by Xiong, seconded by Ortega. Motion passed.

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

Resolution: [B2024-286](#)

- 23.** 2024 Budget Adjustments for Overspending in the Ramsey County Sheriff's Office

[2024-673](#)

Sponsors: Finance

1. Authorize the County Manager and the Chief Financial Officer to transfer up to \$2,500,000 to the Ramsey County Sheriff's Office budget from general fund fund

balance in 2024.

2. Authorize the County Manager to establish an Operational Staffing Study project account.
3. Authorize the County Manager and the Chief Financial Officer to transfer \$175,000 to the Office of Safety and Justice from general fund fund balance to conduct an Operational Staffing Study in the Sheriff's Office and to account for this work in the Operational Staffing Study project budget.

Motion by Ortega, seconded by Frethem, to amend recommendation one to read as the following:

1. Authorize the County Manager and the Chief Financial officer to transfer up to 2,500,000 to the Ramsey County Sheriffs Office Budget from the general fund fund balance in 2024.

Motion by Ortega, seconded by Frethem. Motion passed.

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

Resolution: B2024-287

- 27.** Terms of Collective Bargaining Agreements with Eight American Federation of State, County and Municipal Employees Bargaining Units for the Years 2025, 2026 and 2027 [2024-697](#)

Sponsors: Human Resources

1. Approve the terms of collective bargaining agreements with American Federation of State County and Municipal Employees Bargaining units for the years 2025, 2026 and 2027:
 - Local 8 (General County)
 - Local 8 (Professional)
 - Local 8 (Public Health Registered Nurses)
 - Local 151 (Social Services Department, Financial Assistance Services Department and the Administrative Division of the Health and Wellness Service Team)
 - Local 151 (Licensed Practical Nurses)
 - Local 151 (Workforce Solutions)
 - Local 707 (Lake Owasso Residence)
 - Local 1935 (Parks & Recreation)
2. Authorize the Chair and the County Manager, to sign the agreements incorporating these terms and conditions.

Discussion can be found in archived video.

Motion by Ortega, seconded by Moran. Motion passed.

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

Resolution: B2024-288

POLICY ITEM

- 30.** Approval of the 2025 Ramsey County Operating Budget [2024-652](#)

Sponsors: Finance

Approve the 2025 Ramsey County Operating Budget and the 2025 Tax Levy:

1. Approve the 2025 budget of \$871,664,841 with all the changes noted in the attached budget addenda - the 2025 budget is an increase of \$63,166,042 or 7.8% over the 2024 approved budget.
2. Approve a continuation of a vacancy factor reduction in department budgets for 2025.

3. Authorize the County Manager to monitor the savings that accrue due to the vacancy factor and to transfer vacancy factor savings if needed from departments that have excess savings to departments that need additional funds and to increase estimated revenues if needed to finance salary related costs due to the vacancy factor.
4. Authorize the County Manager to continue to fund Internal Services Fund for Employee Health and Dental Insurance to account for health and dental premiums.
5. Authorize the County Manager to move, transfer, or reallocate existing Full Time Equivalents and budget resources within and between the service teams to support the service teams in their ability to achieve and implement the County Board's vision, mission, goals, and strategic plan.
6. Authorize the County Manager to make all necessary budget adjustments, including transfers and increasing estimated revenues and expenditures to implement Request for Board Actions that have been approved by the Ramsey County Board of Commissioners.

Motion by Frethem, seconded by Ortega, to amend the attachment "2024 Budget Addenda - December" following the board meeting.

Motion by Frethem, seconded by Ortega. Motion passed.

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

Resolution: B2024-289

31. Approval of the 2025 Tax Levy

[2024-654](#)

Sponsors: Finance

Approve the 2025 Tax Levy:

1. Approve the 2025 total tax levy of \$395,960,717, a 4.75% increase over the 2024 tax levy. Tax levy statement attached.
2. Adopt a countywide levy on all taxable property of \$397,022,184 and a suburban-only levy for Libraries of \$16,938,533 on all taxable property in Ramsey County outside of the city of Saint Paul, to be levied in the year 2024 and to be collected in the year 2025.
3. Approve the 2025 tax levy of \$16,938,533 on suburban properties for libraries to be a separate line on the property tax statement.

Motion By McGuire, seconded by Frethem, to amend recommendation two to read as the following:

2. Adopt a countywide levy on all taxable property of \$379,013,612 and a suburban-only levy for Libraries of \$16,947,105 on all taxable property in Ramsey County outside of the city of Saint Paul, to be levied in the year of 2024 and be collected in the year 2025.

Motion by Frethem, seconded by Ortega, to amend recommendation three to read as the following:

3. Approve the 2025 tax levy of \$16,947,105 on suburban properties for libraries to be a separate line on the property tax statement.

Motion by Frethem, seconded by Ortega, to amend the attachment "Property Tax Levy" following the board meeting.

Motion by Ortega, seconded by McGuire. Motion passed.

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

Resolution: B2024-290

- 32.** Approval of the 2025 Capital Improvement Program Budget and Financing [2024-653](#)

Sponsors: Finance

1. Approve the 2025 Capital Improvement Program Budget and Financing.
2. Authorize the County Manager to enter into agreements and contracts and execute amendments to agreements and contracts in accordance with the County's procurement policies and procedures, provided the amounts are within the limits of the Capital Improvement Program funding.

Motion by Frethem, seconded by Ortega. Motion passed.

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

Resolution: [B2024-291](#)

ORDINANCE PROCEDURES

- 33.** Adoption of the 2025 Capital Improvement Program Bond Ordinance [2024-447](#)

Sponsors: Finance

Approve 2025 Capital Improvement Program Bond Ordinance, which sets forth procedure for issuance of said bonds.

Motion by Xiong, seconded by Ortega. Motion passed.

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

Resolution: [B2024-292](#)

- 34.** Resolution Authorizing the 2025A Bond Sale [2024-704](#)

Sponsors: Finance

1. Approve the attached resolution providing for the competitive negotiated sale of approximately \$19,500,000 General Obligation Capital Improvement Plan Bonds, Series 2025A including the terms attached thereto.
2. Authorize a general obligation bond sale of up to \$19,500,000 of principal.
3. Set February 10, 2025, as the bond sale and award date for proposals received and report to the Ramsey County Board of Commissioners on February 11, 2025.

Motion by Frethem, seconded by Ortega. Motion passed.

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

Resolution: [B2024-293](#)

- 35.** Adoption of the Ramsey County Arts, Culture and Creative Enterprise Advisory Commission Ordinance [2024-515](#)

Sponsors: Board of Commissioners, Economic Growth and Community Investment

Adopt the Proposed Ramsey County Arts, Culture and Creative Enterprise Advisory Commission Ordinance.

Motion by Frethem, seconded by Xiong. Motion passed.

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

Resolution: [B2024-294](#)

PRESENTATION

- 36.** Presentation: Update on the Enterprise Resource Planning Replacement Project [2024-476](#)

Sponsors: Information Services

None. For information and discussion only.

Presented by Alex Kotze, Interim Health and Wellness Deputy County Manager and Michael Piram, Application Service Manager Information Services. Discussion can be found in archived video.

PROCLAMATION

37. Proclamation: Commissioner Reinhardt Proclamation

[2024-662](#)

Sponsors: Board of Commissioners

Presented by Commissioner Ortega. Discussion can be found in archived video.

COUNTY CONNECTIONS

Presented by County Manager, Ling Becker. 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 Reinhardt. Discussion can be found on archived video.

ADJOURNMENT

Chair Reinhardt declared the meeting adjourned at 11:48 a.m.



Board of Commissioners

Request for Board Action

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

Item Number: 2024-720

Meeting Date: 1/7/2025

Sponsor: Board of Commissioners

Title

2025 Oath of Office

Recommendation

The Oath of Office will be administered to:

- Commissioner Tara Jebens-Singh - by Judge Timothy Mulrooney
- Commissioner MaryJo McGuire - by Judge Timothy Mulrooney
- Commissioner Kelly Miller - by Judge Timothy Carey

Background and Rationale

N/A

Attachments

None.



Board of Commissioners

Request for Board Action

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

Item Number: 2024-407

Meeting Date: 1/7/2025

Sponsor: Board of Commissioners

Title
Election of the Chair for 2025

Recommendation
Elect the chair for the year 2025.

Background and Rationale
The Annual Organizational Meeting is the time set by the Ramsey County Board of Commissioners for election of officers. The officer of chair is required by the Ramsey County Home Rule Charter and Minnesota Statutes Section 375.13.

County Goals (Check those advanced by Action)
 Well-being Prosperity Opportunity Accountability

Racial Equity Impact
This action is strictly administrative and operational and has minimal impact on racial equity.

Community Participation Level and Impact
This action is for information only.
 Inform Consult Involve Collaborate Empower

Fiscal Impact
No fiscal impact with this action.

Last Previous Action
On July 23, 2024, the Ramsey County Board of Commissioners elected Commissioner Reinhardt as the Board Chair for the remainder of 2024 (Resolution B2024-145).
On January 2, 2024, the Ramsey County Board of Commissioners elected Commissioner Martinson as the Board Chair for the year 2024 (Resolution B2024-001).

Attachments
None.



Board of Commissioners

Request for Board Action

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

Item Number: 2024-408

Meeting Date: 1/7/2025

Sponsor: Board of Commissioners

Title

Election of the Vice-Chair for 2025

Recommendation

Elect the vice-chair for the year 2025.

Background and Rationale

The Annual Organizational Meeting is the time set by the Board of Commissioners for election of officers. The officer of vice-chair is required by the Ramsey County Home Rule Charter and Minnesota Statutes Section 375.13. The chair of the Ramsey County Board presides at county board meetings, and in the chair's absence or inability to act, the vice-chair presides at the meeting.

County Goals (Check those advanced by Action)

Well-being Prosperity Opportunity Accountability

Racial Equity Impact

This action is strictly administrative and operational and has minimal impact on racial equity.

Community Participation Level and Impact

This action is for information only.

Inform Consult Involve Collaborate Empower

Fiscal Impact

No fiscal impact with this action.

Last Previous Action

On July 23, 2024, the Ramsey County Board of Commissioners elected Commissioner Ortega as the vice-chair for the remainder of 2024 (Resolution B2024-146).

On January 2, 2024, the Ramsey County Board of Commissioners elected Commissioner Reinhardt as the vice-chair for the year 2024 (Resolution B2024-002).

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2024-409

Meeting Date: 1/7/2025

Sponsor: Board of Commissioners

Title
Rules of Procedure for 2025

Recommendation

1. Adopt Rules of Procedure to govern the Ramsey County Board of Commissioners.
2. This resolution supersedes all prior resolutions pertaining to procedures.

Background and Rationale

Annually, the Ramsey County Board of Commissioners adopt its operating rules and procedures at the Annual Organizational Meeting. The Ramsey County Home Rule Charter states that the Ramsey County Board shall determine its own rules of procedure and order of business but does not state a particular date or time by which they must be adopted.

RULES OF PROCEDURE

1. Except as hereinafter provided, Robert's Rules of Order shall apply to the procedures of the Board of Ramsey County Commissioners.
2. The Board of Ramsey County Commissioners, hereinafter called the Ramsey County Board, shall hold regular sessions upon the first four Tuesdays of each month at 9:00 a.m., except legal holidays, unless specially ordered otherwise by majority vote of the Ramsey County Board. All meetings, including committee meetings, will be televised, to the extent possible.
3. The Chair of the Ramsey County Board shall preside at all meetings and in his/her absence, the Vice-Chair shall preside. The Chair and Vice-Chair shall be selected by vote of the members of the Ramsey County Board at the first meeting in January of each year.
4. For the purpose of assisting the Ramsey County Board in carrying on its business, such committees shall be formed and shall be composed of such members as determined by resolution of the Ramsey County Board. Minutes of the committee meetings shall be kept, and shall become official upon approval by the committee. Minutes of a committee of the whole may be approved at the next regularly scheduled meeting of the appropriate standing committee, if no subsequent committee of the whole meeting has been scheduled.
5. Four members of the Ramsey County Board shall constitute a quorum for a board meeting.
6. A majority of the appointed members of a standing committee shall constitute a quorum for committee meetings.
7. Should any standing committee meet and be one or two members short, the Board Chair and/or Vice-Chair may be asked to fill in for the missing member(s).
8. The Chair of a standing committee may move an item to the Ramsey County Board, without recommendation, if the committee does not have a quorum.
9. All Commissioners present at Committee meetings can participate in discussion and vote on all items.
10. It shall be the duty of the County Manager or his/her designated agent to keep a correct journal of the proceedings of the Ramsey County Board, to cause committees and members of the Ramsey County Board and its officers to be informed of such duties as they may be charged with from time to time.
11. No issue shall be placed upon the agenda of business for any regularly held meeting of the Ramsey County Board unless the same has been distributed to the offices of the Ramsey County Board

- members and other interested parties by noon Friday preceding the meeting of the Ramsey County Board. The County Manager may promulgate such procedures as necessary to carry out this rule.
12. When a Ramsey County Board member is aware of an emergency agenda item the County Manager shall be notified immediately. The County Manager shall immediately consult with the County Attorney's Office and the Clerk to the Board and place the emergency agenda item on the appropriate standing committee and/or Ramsey County Board meeting agenda as soon as legally possible.
 13. The agenda of committee and board meetings shall be in the format prescribed by a majority of Ramsey County Board of Commissioners either by motion or resolution.
 14. When a question is put by the Chair, every member shall vote, except the Ramsey County Board, for special reasons, may excuse any member from voting upon statement of the reason.
 15. Matters placed on the "Administrative" portions of the agenda shall be moved by the Ramsey County Board member who is slated to vote first on roll call votes for that meeting which shall be rotated alphabetically at each succeeding meeting.
 16. The Ramsey County Board shall use roll call voting when action is taken at Ramsey County Board meetings to approve, deny, amend or lay over items on the Ramsey County Board's "Administrative" or "Policy" agendas. The Ramsey County Board may use a voice vote for procedural motions at board meetings, and for all actions at committee meetings. The Board Chair shall vote last in all cases.
 17. Administrative or consent matters requiring Ramsey County Board approval, as determined by the Chair, will be placed directly on the Ramsey County Board's agenda under an "Administrative" section of the Ramsey County Board agenda without prior committee action and will be discussed and voted on separately.
 18. Draft, unapproved minutes of the Board meeting shall be prepared, kept, recorded and distributed to all Ramsey County Board members and other interested parties by the County Manager or his/her designated agent not less than three working days preceding the next regularly scheduled meeting. These minutes shall become official upon Ramsey County Board approval and shall constitute the official public record.
 19. The official public record of Ramsey County Board meetings shall be available in the Office of the County Manager and shall be distributed to all city halls and public libraries throughout the county within one week of approval.
 20. It shall be the responsibility of the sponsoring committee, staff, official or citizen to have an agenda matter prepared in the form to be acted on by the Ramsey County Board and to have secured legal, fiscal, and administrative review as determined by the County Manager or his/her designated agent.
 21. Special meetings of the Ramsey County Board may be called by the Chair of the Board or by a majority of its members.
 22. All meetings of the Ramsey County Board, including special meetings, shall be held at the County Seat, either in the Offices of the Board of County Commissioners, or in the Council Chambers on the third floor of the City Hall and Courthouse, or such location as may be designated by the Board by resolution, motion, or by the Chair.
 23. No rule of the Ramsey County Board shall be suspended or amended without the concurrence of a majority of the Ramsey County Board.
 24. All matters requiring Board approval must receive the concurrence of a majority of the Ramsey County Board.
 25. Citizens who wish to be heard on matters of interest to the good and welfare of the county shall be heard at an appropriate time on the agenda.
 26. The Ramsey County Board may waive the first and second reading of a proposed ordinance if a copy of the proposed ordinance is supplied to each member of the Ramsey County Board prior to its introduction and if the Ramsey County Board passes a resolution waiving the full reading of the ordinance.
 27. The Ramsey County Board of Commissioners hereby waives the reading of Ramsey County Board Resolutions, unless a reading of a specific resolution is requested by the Chair.
 28. The county clerk is responsible for the safe and orderly keeping of ordinances, resolutions and policies adopted by the Ramsey County Board of Commissioners. The clerk must maintain a current record of

adopted ordinances, resolutions and board policies.

- 29. The county clerk may make minor, non-substantive corrections to ordinances, resolutions and board policies, upon the written advice or recommendation of the county attorney or the county attorney’s designee without the necessity of further action of the Ramsey County Board of Commissioners. The county attorney or designee must confirm that the proposed changes do not alter the intent and meaning of the record being corrected. The corrections authorized by this provision include, but are not limited to:
 - a. correction of grammatical, punctuation and spelling errors;
 - b. correction of typographical errors;
 - c. removal of duplicate pages;
 - d. correction of incorrect references to federal, state and local laws and regulations, or other similar or technical sources;
 - e. substitution of written words for figures or symbols and vice versa;
 - f. corrections to legal descriptions of real property, as may be required to enable recording of record; provided that any change must be consistent with parcel sketches or other depictions provided to the board of commissioners at the time of board approval of the ordinance or resolution that is corrected.

The county clerk shall provide the Ramsey County Board of Commissioners with an annual written report describing all corrections made under this provision.

County Goals (Check those advanced by Action)

- Well-being
- Prosperity
- Opportunity
- Accountability

Racial Equity Impact

This action is strictly administrative and operational. Rules of Procedure guide how Ramsey County Board meetings are conducted. This action has minimal impact on racial equity.

Community Participation Level and Impact

This action is for information only.

- Inform
- Consult
- Involve
- Collaborate
- Empower

Fiscal Impact

No fiscal impact with this action.

Last Previous Action

On January 2, 2024, the Ramsey County Board of Commissioners adopted the Rules of Procedure to govern the Ramsey County Board for the year 2024 (Resolution B2024-003).

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2024-412

Meeting Date: 1/7/2025

Sponsor: Board of Commissioners

Title

Appointments to Standing Committees for 2025

Recommendation

Approve appointments to the standing committees for the year 2025.

Background and Rationale

The Annual Organizational Meeting is the time established to approve appointment of commissioners to standing committees. The appointments to standing committees for 2025 are as follows:

AUDIT

- Jebens-Singh, Chair
- McGuire, Vice-Chair
- Ortega

BUDGET

- Moran, Chair
- McGuire, Vice-Chair
- Miller
- Jebens-Singh
- Ortega
- Xiong

LEGISLATIVE

- McGuire, Chair
- Moran, Vice-Chair
- Jebens-Singh
- Ortega
- Miller
- Xiong

HEALTH AND WELLNESS SERVICE TEAM COMMITTEE OF THE WHOLE

- Jebens-Singh, Chair
- Miller, Vice-Chair
- McGuire
- Moran
- Ortega
- Xiong

ECONOMIC GROWTH AND COMMUNITY INVESTMENT SERVICE TEAM COMMITTEE OF THE WHOLE

- Rafael E. Ortega**, Chair
- McGuire, Vice-Chair
- Jebens-Singh
- Moran
- Xiong
- Miller

INFORMATION AND PUBLIC RECORDS SERVICE TEAM COMMITTEE OF THE WHOLE

- McGuire, Chair
- Miller, Vice-Chair
- Jebens-Singh
- Moran
- Ortega
- Xiong

SAFETY AND JUSTICE SERVICE TEAM COMMITTEE OF THE WHOLE

- Miller, Chair
- Moran, Vice-Chair
- McGuire
- Jebens-Singh
- Ortega
- Xiong

STRATEGIC TEAM COMMITTEE OF THE WHOLE

- Miller, Chair
- Jebens-Singh, Vice-Chair
- McGuire
- Moran
- Ortega
- Xiong

County Goals (Check those advanced by Action)

- Well-being Prosperity Opportunity Accountability

Racial Equity Impact

Appointments to standing county board committees is an annual administrative organizational action. The Ramsey County board is committed to racial equity and actively looks for ways to advance racial equity in the work of the county’s standing committees.

Community Participation Level and Impact

This action provides transparency about appointments and is strictly operational.

- Inform Consult Involve Collaborate Empower

Fiscal Impact

No fiscal impact associated with this action.

Last Previous Action

On July 23, 2024, the Ramsey County Board of Commissioners amended appointments to standing

committees for the remainder of 2024 (Resolution B2024-149).

On January 2, 2024, the Ramsey County Board of Commissioners approved appointments to the standing committees for year 2024 (Resolution B2024-004).

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2024-410

Meeting Date: 1/7/2025

Sponsor: Board of Commissioners

Title

Appointments to Outside Boards and Committees for 2025

Recommendation

Approve appointments of commissioners to various outside boards, committees and commissions for the year 2025.

Background and Rationale

The Annual Organizational Meeting is the time established to approve appointment of Ramsey County Commissioners to various outside boards, committees and commissions. The appointments to outside boards, committees and commissions for 2025 are as follows:

ACTIVE LIVING RAMSEY COMMUNITIES

- McGuire

ASSOCIATION OF MINNESOTA COUNTIES (AMC) - BOARD APPOINTED

- Board of Directors: Xiong, (representative); McGuire (alternate)
- District X Committee: Jebens-Singh, McGuire, Moran, Ortega, Miller, Xiong

COMMUNITY ACTION PARTNERSHIP OF RAMSEY AND WASHINGTON COUNTIES

- Jebens-Singh
- Miller

COUNTY-COURT JOINT COMMITTEE

- McGuire
- Moran
- Ortega**

CRIMINAL JUSTICE COORDINATING COMMITTEE

- Moran
- Jebens-Singh, alternate

GENERATION NEXT

- Ortega**

GOLD LINE JOINT POWERS BOARD

- Xiong
- Miller, alternate

GREATER MSP REGIONAL PARTNERSHIP

- Vacant
- Ortega, alternate

HEADING HOME RAMSEY - CONTINUUM OF CARE

- Moran
- Miller, alternate

INTERAGENCY EARLY INTERVENTION COMMITTEE

- Jebens-Singh

ITASCA Project

- Ortega
- Vacant, alternate

JOINT PROPERTY TAX ADVISORY COMMITTEE

- Moran
- Xiong
- Ortega**

LAW LIBRARY TRUSTEE

- Jebens-Singh
- Ortega**, alternate

METROPOLITAN CONSERVATION DISTRICTS JOINT POWERS BOARD

- Miller
- McGuire, alternate

METROPOLITAN EMERGENCY SERVICES BOARD (MESB)

- Ortega** (2 votes)
- Miller (2 votes)
- Vacant, alternate

METRO GIS POLICY BOARD

- Jebens-Singh
- Ortega**, alternate

METROPOLITAN LIBRARY SERVICES AGENCY BOARD OF TRUSTEES

- Ortega**
- McGuire, alternate

METROPOLITAN MOSQUITO CONTROL DISTRICT BOARD

- Moran
- Miller
- Ortega**

METROPOLITAN TRANSPORTATION ADVISORY BOARD

- Xiong

- McGuire, alternate

MINNESOTA LANDMARKS BOARD

- Ortega
- Jebens-Singh

MINNESOTA ASSOCIATION OF WORKFORCE BOARDS

- Miller

NORTHEAST YOUTH AND FAMILY SERVICES BOARD

- Miller

PARTNERSHIP ON WASTE AND ENERGY

- McGuire
- Miller, alternate

RAMSEY COUNTY CHILDREN'S MENTAL HEALTH COLLABORATIVE

- Xiong
- Jebens-Singh, alternate

RAMSEY COUNTY DISPATCH/800 MHz SUBSYSTEM POLICY COMMITTEE

- Miller
- Ortega**

RAMSEY COUNTY EXTENSION COMMITTEE

- Ortega**
- McGuire
- Jebens-Singh, alternate

RAMSEY COUNTY LEAGUE OF LOCAL GOVERNMENTS

- McGuire
- Jebens-Singh, alternate

RECYCLING & ENERGY BOARD

- McGuire
- Ortega
- Miller
- Xiong, alternate

REGIONAL HAULERS LICENSING BOARD

- Miller
- McGuire, alternate

REGIONS HOSPITAL BOARD

- Ortega

RE-THINKING I-94 COMMITTEE

- Ortega**

- Moran, alternate

SAINT PAUL CHILDREN'S COLLABORATIVE

- Moran
- Xiong

SAINT PAUL DOWNTOWN ALLIANCE

- Ortega

SAINT PAUL PROMISE NEIGHBORHOOD

- Moran
- Xiong, alternate

STATE COMMUNITY HEALTH SERVICES ADVISORY COMMITTEE

- Moran
- Jebens-Singh, alternate

SUBURBAN RAMSEY FAMILY COLLABORATIVE JOINT POWERS BOARD

- Jebens-Singh
- McGuire, alternate

TCAAP/RICE CREEK COMMONS JOINT DEVELOPMENT AUTHORITY

- Jebens-Singh, Vice-Chair
- McGuire
- Miller, alternate

WORKFORCE INNOVATION BOARD

- Miller
- Xiong, alternate

YOUTH JUSTICE TRANSFORMATION

- Moran
- Xiong
- Jebens-Singh, alternate

In addition to the formal appointments made by the Ramsey County Board of Commissioners, Ramsey County Commissioners actively participate on other boards, committees, associations and commissions, including participation in the Association of Minnesota Counties (AMC) and the National Association of Counties (NACo) as follows:

ASSOCIATION OF MINNESOTA COUNTIES (AMC):

- Board of Directors: Xiong, (representative); McGuire (Past President)
- Environment & National Resources Policy Committee: Miller, Jebens-Singh
- General Government Policy Committee: Xiong
- Health & Human Services Policy Committee: Moran, Jebens-Singh
- Public Safety Policy Committee: Ortega**
- Transportation & Infrastructure Policy Committee: Ortega

- Housing, Economic Workforce Development Committee: Xiong - Presidential Appt
- District X Committee: Jebens-Singh, McGuire, Moran, Ortega, Miller, Xiong

NATIONAL ASSOCIATION OF COUNTIES (NACO):

- Board of Directors: McGuire (Immediate Past President)
- Arts & Culture Commission: Jebens-Singh, McGuire
- Community, Economic & Workforce Development Steering Committee: Xiong
- Environment, Energy & Land Use Steering Committee: Miller
- Healthy Counties Initiative Advisory Board: McGuire
- Human Services & Education Steering Committee: Xiong
 - Education, Children and Families Subcommittee: Xiong (Vice-chair)
- IT Committee: Miller
- Justice & Public Safety Committee: Moran
 - Courts and Corrections Subcommittee: Moran (Vice-chair)
- Large Urban County Caucus (LUCC): Jebens-Singh, McGuire, Moran, Ortega, Miller, Xiong
- Large Urban County Caucus (LUCC) Steering Committee: McGuire, Moran, Ortega, Miller, Xiong
- Programs and Services Standing Committee: McGuire
- Resilient Counties Advisory Board: Jebens-Singh
- Transportation Steering Committee: Ortega

County Goals (Check those advanced by Action)

- Well-being
 Prosperity
 Opportunity
 Accountability

Racial Equity Impact

Appointments to outside boards and committees is an annual administrative organizational action. These boards and committees represent formal entities, partnerships and initiatives that often respond to issues of significance to the community. Ramsey County commissioners will seek opportunities to advance racial equity through the work of these boards and committees.

Community Participation Level and Impact

This action provides transparency about boards and committees in which the Ramsey County commissioners participate. The appointments will provide opportunities for the Ramsey County commissioners to build relationships, consult and collaborate with community in supporting and responding to issues important to the community through the work of these boards and committees.

- Inform
 Consult
 Involve
 Collaborate
 Empower

Fiscal Impact

No fiscal impact with this action.

Last Previous Action

On July 23, 2024, the Ramsey County Board of Commissioners amended appointments to Outside Boards and Committees for 2024 (Resolution B2024-150).

On January 2, 2024, the Ramsey County Board of Commissioners approved appointments of commissioners to various outside boards, committees and commissions for the year 2024 (Resolution B2024-004).

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2024-411

Meeting Date: 1/7/2025

Sponsor: Board of Commissioners

Title

Appointment of Members to the Ramsey County Housing and Redevelopment Authority for 2025

Recommendation

Approve the appointment of members to the Ramsey County Housing and Redevelopment Authority for the year 2025.

Background and Rationale

The Ramsey County Board of Commissioners is the entity that makes appointments to the Ramsey County Housing and Redevelopment Authority. The appointments for 2025 are as follows:

- Commissioner Tara Jebens-Singh
- Commissioner Mary Jo McGuire
- Commissioner Rena Moran
- Commissioner Rafael Ortega
- Commissioner Mai Chong Xiong
- Commissioner Kelly Miller

County Goals (Check those advanced by Action)

Well-being Prosperity Opportunity Accountability

Racial Equity Impact

The Ramsey County Commissioners are appointed annually to the Housing and Redevelopment Authority as an administrative function. The work of the Ramsey County Housing and Redevelopment Authority, in partnership with other entities, provides support to improve housing and economic development initiatives that support racial equity.

Community Participation Level and Impact

This action provides transparency about the appointment process, which is strictly administrative and operational. The work of the Ramsey County Housing and Redevelopment Authority provides opportunities for the Ramsey County Commissioners to consult and collaborate with the community in supporting initiatives that are important to the community.

Inform Consult Involve Collaborate Empower

Fiscal Impact

None.

Last Previous Action

On July 23, 2024, the Ramsey County Board of Commissioners removed Commissioner Trista Martinson from the Housing and Redevelopment Authority for the remainder of 2024 (Resolution B2024-147).

On January 2, 2024, the Ramsey County Board of Commissioners approved the appointment of members to the Ramsey County Housing Redevelopment and Authority for year 2024 (Resolution B2024-006).

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2024-413

Meeting Date: 1/7/2025

Sponsor: Board of Commissioners

Title

Appointment of Members to the Ramsey County Regional Railroad Authority for 2025

Recommendation

Approve the appointment of members to the Ramsey County Regional Railroad Authority for the year 2025.

Background and Rationale

The Ramsey County Board of Commissioners is the entity that makes appointments to the Ramsey County Regional Railroad Authority. The appointments for 2025 are as follows:

- Commissioner Tara Jebens-Singh
- Commissioner Mary Jo McGuire
- Commissioner Rena Moran
- Commissioner Rafael Ortega
- Commissioner Mai Chong Xiong
- Commissioner Kelly Miller

County Goals (Check those advanced by Action)

Well-being Prosperity Opportunity Accountability

Racial Equity Impact

The Ramsey County Commissioners are appointed annually to the Ramsey County Regional Railroad Authority as an administrative function. The work of the Ramsey County Regional Railroad Authority, in partnership with other entities, supports improvements to multiple modes of transportation that increase access and racial equity.

Community Participation Level and Impact

Informing the community of this action provides transparency about the appointment process, which is strictly administrative and operational. The work of the Ramsey County Regional Railroad Authority provides opportunities for the Ramsey County Commissioners to consult and collaborate with the community in supporting initiatives that are important to the community.

Inform Consult Involve Collaborate Empower

Fiscal Impact

None.

Last Previous Action

On July 23, 2024, the Ramsey County Board of Commissioners removed Commissioner Trista Martinson from the Ramsey County Regional Railroad Authority for the remainder of 2024 (Resolution B2024-148).

On January 2, 2024, the Ramsey County Board of Commissioners approved the appointment of members to

the Ramsey County Regional Railroad Authority for 2024 (Resolution R2024-007).

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2025-004

Meeting Date: 1/7/2025

Sponsor: County Manager's Office

Title

Contract with Press Publications, Inc for 2025 Newspaper Publications

Recommendation

1. Award a contract to Press Publications, Inc., 4779 Bloom Avenue, White Bear Lake, MN 55110, as the designated Official Newspaper for the following Ramsey County publications:
 - A. Official proceedings of the Board of Ramsey County Commissioners and all notices for the year 2025; the 2024 Financial Statement; and the Notice of Expiration of Redemption in the Vadnais Heights Press in the amount of \$6.47 per column inch for the first insertion, and \$6.47 for subsequent insertions.
 - B. 2024 Financial Statement in the White Bear Press as the other newspaper of general circulation located in a different municipality in the county than the Official Newspaper, in the amount of \$16.27 per column inch and \$16.27 per column inch for subsequent insertions.
 - C. Official Newspaper for publication of Ramsey County's List of Real Estate Taxes Remaining Delinquent on the first day of January 2025 in the Vadnais Heights Press in the amount of \$6.47 per column inch and \$6.47 per column inch for subsequent insertions.
2. Authorize the Chair and the Chief Clerk to execute the contract with Press Publications, Inc.

Background and Rationale

Annually, a competitive solicitation is released for official publication services required of Ramsey County for the subsequent year. The awarding of the contract is to be at the county board's first regular session each year.

Minnesota Statutes require various official publications of Ramsey County. Minnesota Statutes 331A.02 define the requirements for a qualified newspaper.

Minnesota Statutes 375.17 requires Ramsey County's 2025 Financial Statement to be published in the newspaper designated by the Ramsey County board as the Official Newspaper for such publication, and in a newspaper of general circulation located in a different municipality in the county than the Official Newspaper.

Minnesota Statutes 279.09-279.10 and 279.13 as amended requires publication in the newspaper designated annually by the Ramsey County board the List of Real Estate Taxes Remaining Delinquent on the first day of January.

Minnesota Statutes 281.23 as amended requires publication of the Notice of Expiration of Redemption for the County of Ramsey.

For the year 2025, two proposals were received in response to the Request for Bids. The awards are required to be given to the lowest responsive and responsible bidder - based on the lowest bid per publication type included in the solicitation, the award being given to the one proposer:

- Press Publications, Inc., 4779 Bloom Avenue, White Bear Lake, MN 55110, designated as the Official Newspaper for the following Ramsey County publications:
 - Official proceedings and other public notices; 2023 Financial Statement; and Notice of Expiration of Redemption in the Vadnais Heights Press in the amount of \$6.47 per column inch for the first insertion, and \$6.47 for subsequent insertions.
 - 2023 Financial Statement in the White Bear Press as the other newspaper of general circulation located in a different municipality in the county than the Official Newspaper in the amount of \$16.27 per column inch and \$16.27 per column inch for subsequent insertions.
 - Official Newspaper for publication of Ramsey County’s List of Real Estate Taxes Remaining Delinquent on the first day of January 2024 in the Vadnais Heights Press in the amount of \$6.47 per column inch and \$6.47 per column inch for subsequent insertions.

County Goals (Check those advanced by Action)

- Well-being
 Prosperity
 Opportunity
 Accountability

Racial Equity Impact

Designation of an official newspaper to publish the official notices including the proceedings of the Ramsey County Board, the county’s Financial Statements and the List of Real Estate Taxes Remaining Delinquent is an annual organizational action. The decision is based on a competitive solicitation process and procurement policies requiring the award to go to the lowest responsible bidder.

Community Participation Level and Impact

Informing the community of this action provides transparency in the selection process, which is determined based on a competitive solicitation and procurement policies. The Official Newspaper provides transparency and information to the community, in the form of minutes and hearing notices, about the proceedings of the Ramsey County Board initiatives that are important to the community.

- Inform
 Consult
 Involve
 Collaborate
 Empower

Fiscal Impact

Funds are available in the approved 2025 County Manager’s budget.

Last Previous Action

On January 2, 2024, the Ramsey County Board of Commissioners awarded a contract to the following (Resolution B2024-008):

- Press Publications, Inc., 4779 Bloom Avenue, White Bear Lake, MN 55110, as the designated Official Newspaper for the following Ramsey County publications:
 - Official proceedings of the Board of Ramsey County Commissioners and all notices for the year 2023; the 2022 Financial Statement; and the Notice of Expiration of Redemption in the Vadnais Heights Press in the amount of \$6.16 per column inch for the first insertion, and \$6.16 for subsequent insertions.
 - 2022 Financial Statement in the White Bear Press as the other newspaper of general circulation located in a different municipality in the County than the Official Newspaper, in the amount of \$15.50 per column inch and \$15.50 per column inch for subsequent insertions.
 - Official Newspaper for publication of Ramsey County’s List of Real Estate Taxes Remaining Delinquent on the first day of January 2023 in the Vadnais Heights Press in the amount of \$6.16 per column inch and \$6.16 per column inch for subsequent insertions.

Attachments

1. Press Publications Procurement Contract 2025
2. Agreement Terms and Conditions with Press Publications
3. Pricing Worksheet 2025

RAMSEY COUNTY PROCUREMENT CONTRACT

County Manager

County Mgr's Office Room 250
 15 West Kellogg Blvd.
 St Paul MN 55102
 USA

Open

Dispatch via Print

Contract ID RC-000655		Page 1 of 1	
Contract Dates 01/07/2025 to 12/31/2025	Currency USD	Rate Type CRRNT	Rate Date PO Date
Description: OFFICIAL PROCEEDINGS PUBLICATI		Contract Maximum 999,999,999.00	

Supplier 0000016461
 PRESS PUBLICATIONS INC.
 4779 BLOOM AVE
 WHITE BEAR LK MN 55110
 USA

Tax Exempt? N Tax Exempt ID:

Contract Lines:

Line #	Supplier Item	Item Desc	UOM	Minimum Order		Maximum / Open	
				Qty	Amt	Qty	Amt
1		Publication of Board Notices, Proceedings First Insertion per Column Inch	UNT	1.00	0.00	0.00	0.00

CONTRACTOR CONTACT: LISA GRABER
 CONTRACTOR PHONE#: 651-407-1205
 CONTRACTOR EMAIL: AR@PRESSPUBS.COM

COUNTY CONTACT: JASON YANG
 COUNTY PHONE#: 651-266-8014
 COUNTY EMAIL: JASON.YANG@CO.RAMSEY.MN.US

REQ#: COMGR4009

PROVIDE PUBLICATION OF A VARIETY OF NOTICES FROM THE COUNTY FOR THE RAMSEY COUNTY COUNTY MANAGER DEPARTMENT PER THE SPECIFICATIONS IN THE RFB ENTITLED OFFICIAL PROCEEDINGS PUBLICATIONS AND CONTRACTOR SOLICITATION RESPONSE DATED 11/20/2024. SEE ATTACHMENT B OF CONTRACTOR SOLICITATION RESPONSE FOR ITEMS PURCHASED.

TOTAL INSERTION (FIRST INSERTION PRICE + SUBSEQUENT INSERTIONS PRICE + BID PHOTO REPRODUCTION PROCE) RATES PER COLUMN INCH:
 GROUP A: \$19.41
 GROUP B: \$32.54
 GROUP C: \$12.94

PERIOD OF PERFORMANCE:
 ORIGINAL TERM: 01/07/2025 THROUGH 12/31/2025

THE RAMSEY COUNTY GENERAL CONTRACT/AGREEMENT TERMS AND CONDITIONS IS ATTACHED HERTO AND INCORPORATED BY REFERENCE. THIS RAMSEY COUNTY PURCHASE ORDER OR PROCUREMENT CONTRACT, TOGETHER WITH ANY DOCUMENTS INCORPORATED HEREIN BY REFERENCE, CONSTITUTES THE SOLE AND ENTIRE AGREEMENT OF THE PARTIES.

All shipments, shipping papers, invoices and correspondence must be identified with our Contract ID Number. Price increases will not be honored. Errors: In case of error in calculating or typing, the quoted unit price will be used as basis for correction of this order. Freight: Unless otherwise specified herein, prices are F.O.B. destination, with freight prepaid and included. Tax: Unless otherwise specified herein, prices are inclusive of applicable taxes.

Unauthorized



General Contract/Agreement Terms and Conditions

1. Contracting for Equity

1.1. Commitment to Advancing Racial Equity

The county is committed to advancing racial equity for its residents. The commitment is captured in the county's Advancing Racial Equity policy which states that "Racial equity is achieved when race can no longer be used to predict life outcomes, and outcomes for all are improved."

Consistent with the Advancing Racial Equity policy, contractors will take all reasonable measures to advance racial equity during contract performance. Contractors will recognize and acknowledge this requires deconstructing barriers and changing systems, structures, policies and procedures. Contractors will be equitable, inclusive, transparent, respectful and impactful in serving and engaging residents. Contractors will have meaningful and authentic engagement with community and employees to strengthen the administration, development and implementation of policies and procedures to advance racial equity and ensure that all residents in need have awareness of and access to contracted services.

Please review Ramsey County's [Advancing Racial Equity policy](#) to learn more about Ramsey County's commitment to racial equity.

1.2. Non-Discrimination (In accordance with Minn. Stat. § 181.59)

Contractors will comply with the provisions of Minn. Stat. § 181.59 which require:

"Every contract for or on behalf of the state of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the contractor agrees:

(1) that, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates;

(2) that no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color;

(3) that a violation of this section is a misdemeanor; and

(4) that this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract."

1.3. Equal Employment Opportunity and Civil Rights

1.3.1.

Contractors agree that no person shall, on the grounds of race, color, religion, age, sex, sexual orientation, disability, marital status, public assistance status, criminal record (subject to the exceptions contained in Minn. Stat. §§299C.67 to 299C.71 and Minn. Stat. §144.057), creed or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of any and all applicable federal and state laws against discrimination, including the Civil Rights Act of 1964. Contractors will furnish all information and reports required by the county or by Executive Order No. 11246 as amended, and by the rules and regulations and orders of the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

1.3.2.

Contractors shall comply with any applicable licensing requirements of the Minnesota Department of Human Services in employment of personnel.

1.3.3.

Contractors shall agree that no qualified individual with a disability as defined by the Americans with Disabilities Act, 42 U.S.C. §§12101-12213 or qualified handicapped person, as defined by United States Department of Health and Human Services regulations, Title 45 Part 84.3 (j) and (k) which implements Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794, under Executive Order No. 11914 (41FR17871, April 28, 1976) shall be:

1.3.3.1.

Denied access to or opportunity to participate in or receive benefits from any service offered by contractors under the terms and provisions of this agreement; nor

1.3.3.2.

Subject to discrimination in employment under any program or activity related to the services provided by contractors.

1.3.3.3.

If it is discovered that a contractor is not in compliance with applicable regulations as warranted, or if the contractor engages in any discriminatory practices, as described above, then the county may cancel said agreement as provided by the cancellation clause of this agreement.

1.4. Diverse Workforce Inclusion Resources

For information and assistance in increasing the participation of women and minorities, contractors are encouraged to access the websites below:

1. <http://www.ramseycounty.us/jobconnect>
2. <http://www.ramseycounty.us/constructionconnect>

Job Connect and the Construction Connect provide a recruiting source for employers and contractors to post job openings and source diverse candidates.

Ramsey County's Job Connect links job seekers, employers and workforce professionals together through our website, networking events and community outreach. The network

includes over 10,000 subscribed job seekers ranging from entry-level to highly skilled and experienced professionals across a broad spectrum of industries.

Employers participate in the network by posting open jobs, meeting with workforce professionals and attending hiring events. Over 200 Twin Cities community agencies, all working with job seekers, participate in the network.

Ramsey County's Construction Connect is an online and in-person network dedicated to the construction industry. Construction Connect connects contractors and job seekers with employment opportunities, community resources and skills training related to the construction industry. Construction Connect is a tool for contractors to help meet diversity hiring goals. Additional assistance is available through askworkforcesolutions@ramseycounty.us or by calling 651-266-9890.

2. General Contract/Agreement Terms and Conditions

2.1. Payment

2.1.1.

If this is a lump sum contract for supplies, equipment, materials and labor, or construction, invoices shall include any applicable State or Federal sales, excise or other tax. Do not itemize tax separately.

2.1.2.

If this is a contract for supplies, equipment or materials purchased for a golf course or solid waste hauling and recycling, the contractor shall itemize any applicable State or Federal sales, excise or other tax separately on the invoice.

2.1.3.

No payment will be made until the invoice has been approved by the County.

2.1.4.

Payments shall be made when the materials/services have been received in accordance with the provisions of the resulting contract.

2.2. Application for Payments

2.2.1.

The Contractor shall submit an invoice once a month.

2.2.2.

Invoices for any goods or services not identified in this Agreement will be disallowed.

2.2.3.

Each application for payment shall contain the order/contract number, an itemized list of goods or services furnished and dates of services provided, cost per item or service, and total invoice amount.

2.2.4.

Payment shall be made within thirty-five (35) calendar days after the date of receipt of a detailed invoice and verification of the charges. At no time will cumulative payments to the Contractor exceed the percentage of project completion, as determined by the County.

2.2.5.

Payment of interest and disputes regarding payment shall be governed by the provisions of Minnesota Statutes §471.425.

2.2.6.

The Contractor shall pay any subcontractor within ten days of the Contractor's receipt of payment from the County for undisputed services provided by the subcontractor. The Contractor shall pay interest of 1 1/2 percent per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100.00 or more is \$10.00. For an unpaid balance of less than \$100.00, the Contractor shall pay the actual penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from the Contractor must be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action.

2.3. Independent Contractor

The Contractor is and shall remain an independent contractor throughout the term of this Agreement and nothing herein is intended to create, or shall be construed as creating, the relationship of partners or joint ventures between the parties or as constituting the Contractor as an employee of the County.

2.4. Successors, Subcontracting and Assignment

2.4.1.

The Contractor binds itself, its partners, successors, assigns and legal representatives to the County in respect to all covenants and obligations contained in this Agreement.

2.4.2.

The Contractor shall not assign or transfer any interest in this Agreement without prior written approval of the County and subject to such conditions and provisions as the County may deem necessary.

2.5. Compliance With Legal Requirements

2.5.1.

The Contractor shall comply with all applicable federal, state and local laws and the rules and regulations of any regulatory body acting thereunder and all licenses, certifications and other requirements necessary for the execution and completion of the contract.

2.5.2.

Unless otherwise provided in the agreement, the Contractor, at its own expense, shall secure and pay for all permits, fees, charges, duties, licenses, certifications, inspections, and other requirements and approvals necessary for the execution and completion of the contract, including registration to do business in Minnesota with the Secretary of State's Office.

2.6. Data Practices

2.6.1.

All data collected, created, received, maintained or disseminated for any purpose in the course of the Contractor's performance under this Agreement is subject to the provisions of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other

applicable state statutes, any state rules adopted to implement the Act and statutes, as well as federal statutes and regulations on data privacy.

2.6.2.

The Contractor designates Lisa Graber as its Responsible Designee, pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.02 Subdivision 6, as the individual responsible for any set of data collected to be maintained by Contractor in the execution of this Agreement.

2.6.3.

The Contractor shall take all reasonable measures to secure the computers or any other storage devices in which County data is contained or which are used to access County data in the course of providing services under this Agreement. Access to County data shall be limited to those persons with a need to know for the provision of services by the Contractor. Except where client services or construction are provided, at the end of the Project all County data will be purged from the Contractor's computers and storage devices used for the Project and the Contractor shall give the County written verification that the data has been purged.

2.7. Security

2.7.1.

The Contractor is required to comply with all applicable Ramsey County Information Services Security Policies ("Policies"), as published by Information Services Information Security. The Policies are posted at <https://www.ramseycounty.us/businesses/doing-business-ramsey-county/contracts-vendors/information-security-policies-vendors>.

2.7.2.

Contractors shall report to Ramsey County any privacy or security incident regarding the information of which it becomes aware. "Security Incident" means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with System operations in an information system. "Privacy incident" means violation of the Minnesota Government Data Practices Act (MGDPA) and/or the HIPAA Privacy Rule (45 C.F.R. Part 164, Subpart E), including, but not limited to, improper and/or unauthorized use or disclosure of protected information, and incidents in which the confidentiality of the information maintained by it has been breached. This report must be in writing and sent to the County not more than 7 days after learning of such non-permitted use or disclosure. Such a report will at least: (1) Identify the nature of the non-permitted use or disclosure; (2) Identify the data used or disclosed; (3) Identify who made the non-permitted use or disclosure and who received the non-permitted or violating disclosure; (4) Identify what corrective action was taken or will be taken to prevent further non-permitted uses or disclosures; (5) Identify what was done or will be done to mitigate any deleterious effect of the non-permitted use or disclosure; and (6) Provide such other information, including any written documentation, as the County may reasonably request. The Contractor is responsible for notifying all affected individuals whose sensitive data may have been compromised as a result of the Security or Privacy incident.

2.7.3.

Contractors must ensure that any agents (including contractors and subcontractors), analysts, and others to whom it provides protected information, agree in writing to be bound by the same restrictions and conditions that apply to it with respect to such information.

2.7.4.

The County retains the right to inspect and review the Contractor's operations for potential risks to County operations or data. The review may include a review of the physical site, technical vulnerabilities testing, and an inspection of documentation such as security test results, IT audits, and disaster recovery plans.

2.7.5.

All County data and intellectual property stored in the Contractor's system is the exclusive property of the County.

2.8. Indemnification

The Contractor shall indemnify, hold harmless and defend the County, its officials, agents, and employees against any and all liability, losses, costs, damages, expenses, claims or actions, including reasonable attorney's fees, which the County, its officials, agents, or employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the Contractor, or its subcontractors, and their officers, agents or employees, in the execution, performance, or failure to adequately perform the Contractor's obligations pursuant to this Agreement.

2.9. Contractor's Insurance

2.9.1.

The Contractor shall purchase and maintain such insurance as will protect the Contractor from claims which may arise out of, or result from, the Contractor's operations under this Agreement, whether such operations are by the Contractor or by any subcontractor, or by anyone directly employed by them, or by anyone for whose acts or omissions anyone of them may be liable.

2.9.2.

Throughout the term of this Agreement, the Contractor shall secure the following coverages and comply with all provisions noted. Certificates of Insurance shall be issued to the County contracting department evidencing such coverage to the County throughout the term of this Agreement.

2.9.3.

Commercial general liability of no less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, \$2,000,000 products/completed operations total limit, \$1,000,000 personal injury and advertising liability.

2.9.3.1.

All policies shall be written on an occurrence basis using ISO form CG 00 01 or its equivalent. Coverage shall include contractual liability and XCU. Contractor will be required to provide proof of completed operations coverage for 3 years after substantial completion.

2.9.4. Workers' Compensation

Contractor certifies it is in compliance with Minnesota Statutes Ch. 176 (Workers' Compensation). The Contractor's employees, subcontractors and agents will not be considered County employees. Contractor must provide Workers' Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota.

Required minimum limits of \$500,000/\$500,000/\$500,000. Any claims that may arise under Minnesota Statutes Ch. 176 on behalf of these employees, subcontractors or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees, subcontractors or agents are in no way the County's obligation or responsibility.

If Minnesota Statute 176.041 exempts Contractor from Workers' Compensation insurance or if the Contractor has no employees in the State of Minnesota, Contractor must provide a written statement, signed by an authorized representative, indicating the qualifying exemption that excludes Contractor from the Minnesota Workers' Compensation requirements. If during the course of the contract the Contractor becomes eligible for Workers' Compensation, the Contractor must comply with the Workers' Compensation Insurance requirements herein and provide the County with a certificate of insurance.

2.9.5.

An umbrella or excess liability policy over primary liability insurance coverages is an acceptable method to provide the required commercial general liability and employer's liability insurance amounts. If provided to meet coverage requirements, the umbrella or excess liability policy must follow form of underlying coverages and be so noted on the required Certificate(s) of Insurance.

2.9.6.

The Contractor is required to add Ramsey County, its officials, employees, volunteers and agents as Additional Insured to the Contractor's Commercial General Liability, Auto Liability, Pollution and Umbrella policies with respect to liabilities caused in whole or part by Contractor's acts or omissions, or the acts or omissions of those acting on Contractor's behalf in the performance of the ongoing operations, services and completed operations of the Contractor under this Agreement. The coverage shall be primary and non-contributory.

2.9.7.

If the contractor is driving on behalf of the County but not transporting clients as part of the contractor's services under this contract, a minimum of \$500,000 combined single limit auto liability, including hired, owned and non-owned.

2.9.8.

The Contractor waives all rights against Ramsey County, its officials, employees, volunteers or agents for recovery of damages to the extent these damages are covered by the general liability, worker's compensation, and employers liability, automobile liability, professional liability and umbrella liability insurance required of the Contractor under this Agreement.

2.9.9.

These are minimum insurance requirements. It is the sole responsibility of the Contractor to determine the need for and to procure additional insurance which may be needed in connection with this Agreement. Copies of policies and/or certificates of insurance shall be submitted to the County upon written request and within 10 business days.

2.9.10.

Certificates shall specifically indicate if the policy is written with an admitted or non-admitted carrier. Best's Rating for the insurer shall be noted on the Certificate, and shall not be less than an A-.

2.9.11.

The Contractor shall not commence work until it has obtained the required insurance and if required by this Agreement, provided an acceptable Certificate of Insurance to the County.

2.9.12.

All Certificates of Insurance shall provide that the insurer give the County prior written notice of cancellation or non-renewal of the policy as required by the policy provisions of Minn. Stat. Ch. 60A, as applicable. Further, all Certificates of Insurance to evidence that insurer will provide at least ten (10) days written notice to County for cancellation due to non-payment of premium.

2.9.13.

Nothing in this Agreement shall constitute a waiver by the County of any statutory or common law immunities, defenses, limits, or exceptions on liability.

2.10. Audit

Until the expiration of six years after the furnishing of services pursuant to this Agreement, the Contractor, upon request, shall make available to the County, the State Auditor, or the County's ultimate funding source, a copy of the Agreement, and the books, documents, records, and accounting procedures and practices of the Contractor relating to this Agreement.

2.11. Notices

All notices under this Agreement, and any amendments to this Agreement, shall be in writing and shall be deemed given when delivered by certified mail, return receipt requested, postage prepaid, when delivered via personal service or when received if sent by overnight courier. All notices shall be directed to the Parties at the respective addresses set forth below. If the name and/or address of the representatives changes, notice of such change shall be given to the other Party in accordance with the provisions of this section.

County:

Mee Chang, 15 West Kellogg Blvd, St. Paul, MN 55102

Contractor:

Lisa Graber, 4779 Bloom Ave, White Bear Lake, MN, 55110

2.12. Non-Conforming Services

The acceptance by the County of any non-conforming goods/services under the terms of this Agreement or the foregoing by the County of any of the rights or remedies arising under the terms of this Agreement shall not constitute a waiver of the County's right to conforming services or any rights and/or remedies in respect to any subsequent breach or default of the terms of this Agreement. The rights and remedies of the County provided or referred to under the terms of this Agreement are cumulative and not mutually exclusive.

2.13. Setoff

Notwithstanding any provision of this Agreement to the contrary, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the contract by the Contractor. The County may withhold any payment to the Contractor for the purpose of setoff until such time as the exact amount of damages due the County from the Contractor is determined.

2.14. Conflict of Interest

The Contractor shall comply with all conflict of interest laws, ordinances, and regulations now in effect or hereafter to be enacted during the term of this Agreement. The Contractor warrants that it is not now aware of any facts that create a conflict of interest. If the Contractor hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it shall immediately make full written disclosure of such facts to the County. Full written disclosure shall include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this subparagraph shall be deemed a material breach of this Agreement.

2.15. Respectful Workplace and Violence Prevention

The Contractor shall make all reasonable efforts to ensure that the Contractor's employees, officers, agents, and subcontractors do not engage in violence while performing under this Agreement. Violence, as defined by the Ramsey County Respectful Workplace and Violence Prevention Policy, is defined as words and actions that hurt or attempt to threaten or hurt people; it is any action involving the use of physical force, harassment, intimidation, disrespect, or misuse of power and authority, where the impact is to cause pain, fear or injury.

2.16. Force Majeure

Neither party shall be liable for any loss or damage incurred by the other party as a result of events outside the control of the party ("Force Majeure Events") including, but not limited to: war, storms, flooding, fires, strikes, legal acts of public authorities, or acts of government in time of war or national emergency.

2.17. Unavailability of Funding - Termination

The purchase of goods and/or labor services or professional and client services from the Contractor under this Agreement is subject to the availability and provision of funding from the United States, the State of Minnesota, or other funding sources, and the appropriation of funds by the Board of County Commissioners. The County may immediately terminate this Agreement if the funding for the purchase is no longer available or is not appropriated by the Board of County Commissioners. Upon receipt of the County's notice of termination of this Agreement the Contractor shall take all actions necessary to discontinue further commitments of funds to this Agreement. Termination shall be treated as termination without cause and will not result in any penalty or expense to the County.

2.18. Termination

2.18.1.

The County may immediately terminate this Agreement if any proceeding or other action is filed by or against the Contractor seeking reorganization, liquidation, dissolution, or insolvency of the Contractor under any law relating to bankruptcy, insolvency or relief of debtors. The Contractor shall notify the County upon the commencement of such proceedings or other action.

2.18.2.

If the Contractor violates any material terms or conditions of this Agreement the County may, without prejudice to any right or remedy, give the Contractor, and its surety, if any, seven (7) calendar days written notice of its intent to terminate this Agreement, specifying the asserted breach. If the Contractor fails to cure the deficiency within the seven (7) day cure period, this Agreement shall terminate upon expiration of the cure period.

2.18.3.

The County may terminate this Agreement without cause upon giving at least thirty (30) calendar days written notice thereof to the Contractor. In such event, the Contractor shall be entitled to receive compensation for services provided in compliance with the provisions of this Agreement, up to and including the effective date of termination.

2.19. Interpretation of Agreement; Venue

2.19.1.

The Agreement shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this Agreement shall be venued in the appropriate State or Federal District Court in Ramsey County, Minnesota.

2.19.2.

The provisions of this Agreement are severable. If any part of this Agreement is rendered void, invalid or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.

2.20. Protection of Persons and Property

2.20.1.

The Contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to, County employees and other persons who may be affected; the Contractor's work and materials and equipment which are under the care, custody and control of the Contractor or any of the Contractor's subcontractors; and other property at the project site or adjacent thereto.

2.20.2.

Unless otherwise directed by the County's Authorized Representative, the Contractor shall promptly remedy damage or loss to property caused in whole or in part by the Contractor, its employees, officers, or subcontractor(s), or anyone directly employed by any of them, or by anyone for whose acts any of them may be liable.

2.21. Warranty

The Contractor warrants that it has the legal right to provide the goods and services identified in this Agreement and further warrants that the goods and services provided shall be in compliance with the provisions of this Agreement.

2.22. Infringement

2.22.1.

Complementary to other "hold harmless" provisions included in this Agreement, the Contractor shall, without cost to the County, defend, indemnify, and hold the County, its officials, officers, and employees harmless against any and all claims, suits, liability, losses, judgments, and other expenses arising out of or related to any claim that the County's use or possession of the software, licenses, materials, reports, documents, data, or documentation obtained under the terms of this Agreement, violates or infringes upon any patents, copyrights, trademarks, trade secrets, or other proprietary rights or information, provided that the Contractor is promptly notified in writing of such claim. The Contractor will have the right to control the defense of any such claim, lawsuit, or other proceeding. The County will in no instance settle any such claim, lawsuit, or proceeding without the Contractor's prior written approval.

2.22.2.

If, as a result of any claim of infringement of rights, the Contractor or County is enjoined from using, marketing, or supporting any product or service provided under the agreement with the County (or if the Contractor comes to believe such enjoinderment imminent), the Contractor shall either arrange for the County to continue using the software, licenses, materials, reports, documents, data, or documentation at no additional cost to the County, or propose an equivalent, subject to County approval. The acceptance of a proposed equivalent will be at the County's sole discretion. If no alternative is found acceptable to the County acting in good faith, the Contractor shall remove the software, licenses, materials, reports, documents, data, or documentation and refund any fees and any other costs paid by the County in conjunction with the use thereof.

2.23. Title - Risk of Loss

2.23.1.

Title to goods and/or all associated documentation shall pass to the County upon payment by the County for goods and/or associated documentation; or for construction projects, upon incorporation of the goods into the Project.

2.23.2.

The County shall be relieved from all risks of loss or damage to goods, and/or all documentation prior to the time title passes to the County as described above. The Contractor shall not be responsible for loss or damage to goods and/or documentation occasioned by negligence of the County or its employees.

2.24. Submittals

No portion of the work requiring submission of a shop drawing, drawing, manufacturer's literature, test data or other information, or a sample shall be commenced until the submittal has been approved by the County.

2.25. Ramsey County Cooperative Contract

This is a Ramsey County Cooperative Contract available to all Ramsey County departments.

2.26. Cooperative Purchasing

Public entities that have a purchasing Joint Powers Agreement with Ramsey County may purchase under this Agreement after having received written permission from the Contractor. Such public entities shall execute their own contract directly with the Contractor. Ordering and payment shall be the sole responsibility of such public entity and in no manner shall be the obligation, liability or responsibility of the County.

2.27. Contract Provisions for Non-Federal Entity Contracts Under Federal Award

2.27.1.

Contracts and subcontracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, shall address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

2.27.2.

Resulting contracts and subcontracts in excess of \$10,000 shall address termination for cause and for convenience by the non--Federal entity including the manner by which it will be effected and the basis for settlement.

2.27.3.

Debarment and Suspension (Executive Orders 12549 and 12689)--A contract award at any tier (see 2 CFR 180.220) shall not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

2.27.4.

Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the County or the Contractor wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the County or the Contractor shall comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

2.27.5.

Byrd Anti--Lobbying Amendment (31 U.S.C. 1352)--Contractors that apply or bid for an award exceeding \$100,000 shall provide the required Contractor Certification Regarding Lobbying for Contracts, Grants, Loans and Cooperative Agreement form. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any lobbying with non--Federal funds that takes place in connection with obtaining any Federal award. Such disclosures shall be forwarded from tier to tier up to the non--Federal awardee, Ramsey County.

2.27.6.

Davis--Bacon Act, as amended (40 U.S.C. 3141--3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non--Federal entities shall include a provision for compliance with the Davis--Bacon Act (40 U.S.C. 3141--3144, and 3146--3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, the Contractor shall pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, the Contractor shall pay wages not less than once a week. The non--Federal entity shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination.

2.27.7.

The non-Federal entity shall report all suspected or reported violations to the Federal awarding agency. The contracts shall also include a provision for compliance with the **Copeland "Anti-Kickback" Act (40 U.S.C. 3145)**, as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subcontractor shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity shall report all suspected or reported violations to the Federal awarding agency.

2.27.8.

Clean Air Act (42 U.S.C. 7401--7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251--1387), as amended--Contracts and subcontracts of amounts in excess of \$150,000 shall contain a provision that requires the non-Federal Contractor to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401--7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251--1387). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

2.27.9.

Energy Conservation. Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issues in compliance with the Energy Policy and Conservation Act (42 U.S.C.6201).

2.27.10.

(e) **Contract Work Hours and Safety Standards Act (40U.S.C.3701-3708).** Where applicable, all contracts awarded by the non-Federal entity ***in excess of \$100,000 that involve the employment of mechanics or laborers*** must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours.

2.27.11.

(c) **Equal Employment Opportunity.** Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60--1.3 shall include the equal opportunity clause Page 11 of 12 (Rev. 01/12/2016) provided under 41 CFR 60--1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964--1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

2.28. Debarment and Suspension

Ramsey County has enacted Ordinance 2013-330 [Ramsey County Debarment Ordinance](#) that prohibits the County from contracting with contractors who have been debarred or suspended by the State of Minnesota and/or Ramsey County.

2.29. Alteration

Any alteration, variation, modification, or waiver of the provisions of this Agreement shall be valid only after it has been reduced to writing and signed by both parties.

2.30. Entire Agreement

The written Agreement, including all attachments, represent the entire and integrated agreement between the parties hereto and supersede all prior negotiations, representations or contracts, either written or oral. No subsequent agreement between the County and the Contractor to waive or alter any of the provisions of this Agreement shall be valid unless made in the form of a written Amendment to this Agreement signed by authorized representatives of the parties.

Attachment B – Pricing Worksheet

The County reserves the right to award the resulting contract(s) in part or in whole. The award will be made based on the lowest total price per group identified in this Attachment. Contractors do not have to provide pricing for all groups. For groups that the Contractor provides pricing for, the Contractor shall provide pricing for all items in that group.

Ramsey County reserves the right to award multiple contracts for Group C. Contractors can be awarded a contract for multiple groups.

GROUP A:

A. The Official Newspaper: pricing in this group applies to publications that must appear in the Official Newspaper.

Name of Newspaper: Vadnais Heights Press
Address: 4779 Bloom Ave, White Bear Lake, MN 55110

Known office of issue for newspaper: Ramsey

Publishing of paper: Weekly Daily

Distribution: Number of Paying Subscribers 247 or distributed without charge to local residents 3310

First insertion \$ 6.47 Per Column Inch
Subsequent insertions \$ 6.47 Per Column Inch

Should some reports not fit the above typesetting format, the County may decide to purchase space furnishing camera ready copy size to fit contractor's requirements.

Bid photo reproduction \$ 6.47 Per Column Inch

GROUP A TOTAL: (first insertion price + subsequent insertions price + bid photo reproduction price)
\$ 19.41

Please describe the cost for mail/delivery of print copies to County locations (as required for some publications – see Attachment A for details):

No Fee to County

GROUP B:

A. Qualified newspaper in a different municipality of the county than the "official" newspaper: pricing in this group applies to the publication listed in Section II of Attachment A.

Name of Newspaper (must be located in a different municipality than newspaper listed in Group A):

White Bear Press

Address: 4779 Bloom Ave, White Bear Lake, MN 55110

Known office of issue for newspaper: Ramsey

Publishing of paper: Weekly Daily

Distribution: Number of Paying Subscribers 2,405 or distributed without charge to local residents 12,800

First insertion \$ 16.27 Per Column Inch

Subsequent insertions \$ 16.27 Per Column Inch

GROUP B TOTAL: (first insertion price + subsequent insertions price) \$ 32.54

Please describe the cost for mail/delivery of print copies to County locations (as required for some publications – see Attachment A for details):

No fee to County

GROUP C:

A. Qualified Newspaper: pricing in this group applies to all publications that do not fall under Group A or Group B.

Name of Newspaper (can be the same as the newspaper listed in Group A or B): Valdais Heights Pres.

Address: 4779 Bloom Ave, White Bear Lake, MN 55110

Known office of issue for newspaper: Ramsey

Publishing of paper: Weekly Daily

Distribution: Number of Paying Subscribers 247 or distributed without charge to local residents 3310

First insertion \$ 6.47 Per Column Inch

Subsequent insertions \$ 6.47 Per Column Inch

GROUP B TOTAL: (first insertion price + subsequent insertions price) \$ 12.94

Please describe the cost for mail/delivery of print copies to County locations (as required for some publications – see Attachment A for details):

No fee to County