



# Board of Commissioners

## Minutes

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

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November 2, 2021 - 9 a.m.

Virtual meeting / Council Chambers - Courthouse  
Room 300

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The Ramsey County Board of Commissioners met in regular session at 9:00 a.m. with the following members present: Frethem, MatasCastillo, McDonough, McGuire, Ortega, Reinhardt, and Chair Carter. Also present were Ryan O'Connor, County Manager, and Sam Clark, Civil Division Director, Ramsey County Attorney's Office.

### ROLL CALL

Present: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

### PLEDGE OF ALLEGIANCE

1. Agenda of November 2, 2021 is Presented for Approval. [2021-565](#)

Sponsors: County Manager's Office

Approve the agenda of November 2, 2021.

Motion by McGuire, seconded by Ortega. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

2. Minutes from October 26, 2021 are Presented for Approval [2021-577](#)

Sponsors: County Manager's Office

Approve the October 26, 2021 Minutes.

Motion by MatasCastillo, seconded by Frethem. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

### COVID UPDATE

Presented by County Manager Ryan O'Connor and Laura Andersen, Deputy Incident Commander - Public Health. Discussion can be found on archived video.

### ADMINISTRATIVE ITEMS

3. Third Amendment to the Lease Agreement with the State of Minnesota for space at Metro Square [2021-605](#)

Sponsors: Property Management

1. Approve the third amendment to the lease agreement with the State of Minnesota, 50 Sherburne Ave., #309, St. Paul, MN, for space at Metro Square, 121 7th Place East, St. Paul, MN for the period from January 1, 2022 through June 31, 2022 at the current lease rental rate of \$20.08 per square foot, with all other terms remaining in effect and unchanged.

2. Authorize the Chair and Chief Clerk to execute the lease amendment.

Motion by MatasCastillo, seconded by Ortega. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Resolution: B2021-240

4. Certification of Property Assessed Clean Energy Charges for Energy Improvements [2021-606](#)

Sponsors: Community & Economic Development

1. Ratify the removal of the special assessment on the following property:
  - Owner: St. Paul Wabasha Partners, LLC
  - Property Address: 386 Wabasha Street N, Saint Paul
  - PIN: 062822120033
  - Assessment Request: \$12,000,000
  - Interest Rate: 6.44%
  - Interest Starts Accruing: 01/01/2022
  - Term: 20 years
2. Request the County Auditor to extend the proposed special assessment plus interest on the following property:
  - Owner: Drake Building, LLC
  - Property Address: 60 Plato Blvd, Saint Paul
  - PIN: 05-28-22-33-0059
  - Project Type: Energy efficient HVAC
  - Assessment Request: \$440,000
  - Interest Rate: 4.25 %
  - Interest Starts Accruing: 01/01/2022
  - Finance Period: 10 years
3. Request the County Auditor to extend the proposed special assessment plus interest on the following property:
  - Owner: Hmong Village, LLC
  - Property Address: 1001 Johnson Parkway, Saint Paul
  - PIN: 27-29-22-23-0082
  - Project Type: Lighting upgrade to LED
  - Assessment Request: \$315,000
  - Interest Rate: 5.00 %
  - Interest Starts Accruing: 07/01/2021
  - Finance Period: 10 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 2022, 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, subd. 5.

4. Direct the Chief Clerk to send a certified copy of this Resolution to the County Auditor to ratify the removal of the previously approved assessment for St. Paul Wabasha Partners, LLC and to extend the assessments for Drake Building, LLC and Hmong Village, LLC on the property tax lists of the county.

Motion by MatasCastillo, seconded by Ortega. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Resolution: B2021-241

**ORDINANCE PROCEDURES**

5. Proposed Enterprise and Administrative Services Department Ordinance [2021-621](#)

Sponsors: Information and Public Records

Approve the Proposed Enterprise and Administrative Services Department Ordinance.

Motion by McDonough, seconded by Reinhardt. Motion passed.

Aye: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

Resolution: B2021-242

**COUNTY CONNECTIONS**

Presented by County Manager, Ryan O'Connor. 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 Carter. Discussion can be found on archived video.

**ADJOURNMENT**

Chair Carter declared the meeting adjourned at 10:10 a.m.