



Board of Commissioners Agenda

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

October 14, 2025 - 9 a.m.

Council Chambers - Courthouse Room 300

ROLL CALL

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGEMENT

1. **Agenda of October 14, 2025 is Presented for Approval** [2025-426](#)

Sponsors: County Manager's Office

Approve the agenda of October 14, 2025.

2. **Minutes from October 7, 2025 are Presented for Approval** [2025-427](#)

Sponsors: County Manager's Office

Approve the October 7, 2025 Minutes.

PROCLAMATION

3. **Proclamation: National Domestic Violence Awareness Month** [2025-412](#)

Sponsors: Emergency Communications

ADMINISTRATIVE ITEMS

4. **Donation from the Minnesota State Fair to the Social Services Department.** [2025-396](#)

Sponsors: Social Services

Retroactively accept the donation of \$28,000 from Minnesota State Fair to the Social Services Department in the form of 1,400 State Fair Tickets.

5. **Certification of Property Assessed Clean Energy Charges for Energy Improvements** [2025-387](#)

Sponsors: Community & Economic Development

1. Request the County Auditor to extend the proposed special assessment plus interest on the following property:

Owner: 80 West LLC

Property Address: 80 4th Street W, Saint Paul, MN 55102

PIN: 06.28.22.24.0012

Project Type: Energy efficiency improvements

Assessment Request: \$1,530,000.00

Interest Rate: 7.49%

Interest Starts Accruing: 06/01/2027

Finance Period: 24 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 2027, 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 extend the assessment for 80 West LLC on the property tax lists of the county.

6. Minnesota Family Investment Program Biennial Service Agreement for 2026-2027

[2025-320](#)

Sponsors: Workforce Solutions

1. Ratify the submittal of the 2026-2027 County Biennial Service Agreement for Minnesota Family Investment Program to the Minnesota Department of Children, Youth and Family for Temporary Assistance for Needy Families Block Grant.
2. Accept a grant award and approve a grant agreement with the Minnesota Department of Children, Youth and Family for the Temporary Assistance for Needy Families Block Grant for the period of January 1, 2026 through December 31, 2027 in the amount of \$18,534,057 annually.
3. Authorize the Chair and Chief Clerk to execute the grant agreement as revised and approved by the Ramsey County Attorney's Office.
4. Authorize the County Manager to enter into agreements and execute amendments to agreements in accordance with the county's procurement policies and procedures, provided the amounts are within the limits of the grant funding.
5. Authorize the County Manager to apply for and accept additional grant funds from the Minnesota Department of Children, Youth and Family for the period of January 1, 2026 through December 31, 2027.
6. Authorize the County Manager to sign the agreement as revised and approved by the Ramsey County Attorney's Office.
7. Authorize the County Manager to make temporary transfers, as needed, from the County General Fund to Workforce Solutions to cover program expenses until program funds are received, with repayment to be made upon receipt of the funds.

7. Restore 2024 Information Technology Projects Appropriation

[2025-395](#)

Sponsors: Information Services

Authorize the County Manager to transfer up to \$3,114,817 from General Fund balance to restore the Information Technology Projects Appropriation closed out to fund balance as part of the 2024 budget closing process.

8. Minnesota Paid Leave Implementation[2025-404](#)

Sponsors: Human Resources

1. Authorize the County Manager to finalize negotiations and to execute an agreement with Metropolitan Life Insurance Company, 200 Park Avenue, New York, NY 10166 for the administration of Paid Family Medical Leave insurance, coupled with Short- and Long-Term Disability insurances, with services commencing January 1, 2026, and extending for a term of at least two years.
2. Authorize the County Manager to execute the agreement and execute amendments to the agreement in accordance with the county's procurement policies and procedures, in a form approved by the County Attorney's Office.

9. Settlement Agreement in John and Amy Waters v. Ramsey County, et al. (Court File No. 62-CV-23-4037).[2025-432](#)

Sponsors: Board of Commissioners

1. Approve the settlement agreement with John and Amy Waters relating to Settlement Agreement in John and Amy Waters v. Ramsey County, et al. (Court File No. 62-CV-23-4037), totaling \$875,000.
2. Authorize the Chair and Chief Clerk to execute the settlement agreement.

ORDINANCE PROCEDURES**10. 2026 Capital Improvement Program Bond Ordinance - Waive First Reading and Set Public Hearing Date**[2025-331](#)

Sponsors: Finance

1. Waive the first reading of the proposed 2026 Capital Improvement Program Bond Ordinance.
2. Set the Public Hearing date of November 04, 2025, at 9 a.m. or as soon as possible thereafter, in the Council Chambers, third floor of Ramsey County Courthouse, 15 West Kellogg Boulevard, Saint Paul, MN, 55102 to afford the public an opportunity to comment on the proposed 2026 Capital Improvement Program Bond Ordinance.

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

Following County Board Meeting:

10:30 a.m. (est.) Board Workshop: County Program Aid and Payment in Lieu of Taxes
Courthouse Room 220, Large Conference Room
Public access via Zoom:

Webinar ID: 917 1823 8667 | Passcode: 173774 | Phone: 651-372-8299

12:00 p.m. (est.) Lunch and Learn: Sheriff's Office - OT Discussion
Courthouse Room 220, Large Conference Room

1:30 p.m. (est.) Closed Meeting *Closed to the Public*
Re: Sale of Vacant Property at 3329 Rice Street
Courthouse Room 220, Large Conference Room

Advance Notice:

Oct. 21, 2025 County board meeting – Council Chambers

Oct. 28, 2025 No county board meeting – Mpact Transit + Community Conference

Nov. 04, 2025 County board meeting – Council Chambers

Nov. 11, 2025 No county board meeting – Veterans Day



Board of Commissioners

Request for Board Action

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

Item Number: 2025-426

Meeting Date: 10/14/2025

Sponsor: County Manager's Office

Title

Agenda of October 14, 2025 is Presented for Approval

Recommendation

Approve the agenda of October 14, 2025.



Board of Commissioners

Request for Board Action

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

Item Number: 2025-427

Meeting Date: 10/14/2025

Sponsor: County Manager's Office

Title

Minutes from October 7, 2025 are Presented for Approval

Recommendation

Approve the October 7, 2025 Minutes.

Attachments

1. October 7, 2025 Minutes

Board of Commissioners Minutes

October 7, 2025 - 9 a.m.

Council Chambers - Courthouse Room 300

The Ramsey County Board of Commissioners met in regular session at 9:00 a.m. with the following members present: McGuire, McMurtrey, Miller, and Chair Ortega. Absent were Commissioners Jebens-Singh, Moran and Xiong. Also present were Ling Becker, County Manager, and Jada Lewis, Civil Division Director, Ramsey County Attorney's Office.

ROLL CALL

Present: McGuire, McMurtrey, Miller, and Ortega

Excused: Jebens-Singh, Moran, and Xiong

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGEMENT

Presented by Commissioner McGuire.

1. Agenda of October 7, 2025 is Presented for Approval [2025-401](#)

Sponsors: County Manager's Office

Approve the agenda of October 7, 2025.

Motion by Miller, seconded by McMurtrey. Motion passed.

Aye: McGuire, McMurtrey, Miller, and Ortega

Excused: Jebens-Singh, Moran, and Xiong

2. Minutes from September 23, 2025 are Presented for Approval [2025-402](#)

Sponsors: County Manager's Office

Approve the September 23, 2025 Minutes.

Motion by Miller, seconded by McGuire. Motion passed.

Aye: McGuire, McMurtrey, Miller, and Ortega

Excused: Jebens-Singh, Moran, and Xiong

PROCLAMATION

3. Proclamation: National Disability Employment Awareness Month [2025-392](#)

Sponsors: Human Resources

Presented by Commissioner McMurtrey. Discussion can be found on archived video.

PRESENTATION OF AWARD

4. Presentation: Ramsey County Employee Achievement Award: Tobias Lynum, [2025-269](#)

Financial Worker Specialist

Sponsors: Human Resources

None. For information and discussion only.

Presented by Commissioner Miller. Discussion can be found on archived video.

5. Presentation: Ramsey County Employee Achievement Award: David Triplett, [2025-391](#)
Ramsey County Property Tax, Records and Election Services

Sponsors: Human Resources

None. For information and discussion only.

Presented by Commissioner McGuire. Discussion can be found on archived video.

6. Presentation: Ramsey County Employee Achievement Award: Tracy Jones, [2025-268](#)
Social Worker

Sponsors: Human Resources

None. For information and discussion only.

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

ADMINISTRATIVE ITEMS

7. Agreement with inBYLT, LLC for Guaranteed Energy Saving Project [2025-339](#)

Sponsors: Property Management

1. Approve the selection of and agreement with inBYLT, LLC, 3495 Northdale Blvd. NW, Suite 230, Coon Rapids, MN 55448, for the guaranteed energy savings project across multiple county facilities upon execution of the agreement and for the duration of the agreement and subject to the county's right to extend the agreement to renew the measurement and verification service provided by inBYLT, LLC for up to an additional 20 years, in accordance with the rates established in the agreement.
2. Authorize the Chair and Chief Clerk to execute the agreement.
3. Authorize an initial loan from the general fund to the Property Management Department for the guaranteed energy savings project of up to \$8,450,000 to finance energy investments and approve the associated loan repayment schedule.
4. Authorize the County Manager to establish a project budget of \$8,450,000 for the guaranteed energy savings project in the Property Management budget.
5. Authorize the County Manager to execute amendments to the agreement and to exercise the extension rights provided in the agreement, in accordance with the county's procurement policies and procedures, and provided that amounts are within the limits of available funding.
6. Authorize Property Management to provide a copy of the agreement to the Commissioner of Commerce within 30 days of the effective date of the agreement, as required by Minnesota Statutes, section 471.345, subdivision 13.

Motion by McGuire, seconded by Miller. Motion passed.

Aye: McGuire, McMurtrey, Miller, and Ortega

Excused: Jebens-Singh, Moran, and Xiong

Resolution: [B2025-182](#)

8. Project Budget and Financing Plan for East Kellogg Building Furniture and Fixture Disposition Project [2025-389](#)

Sponsors: Property Management

1. Accept and approve the project budget and financing plan for the Ramsey County East Kellogg building furniture and fixture disposition project in an amount up to \$240,000.
2. Authorize the County Manager to allocate up to \$240,000 from proceeds from the sale of the Ramsey County Care Center to the project budget and financing plan for the Ramsey County East Kellogg building furniture and fixture disposition project.
3. Authorize the County Manager to establish a project budget of \$240,000 for the Ramsey County East Kellogg building furniture and fixture disposition project in the Property Management budget.

Motion by McGuire, seconded by Miller. Motion passed.

Aye: McGuire, McMurtrey, Miller, and Ortega

Excused: Jebens-Singh, Moran, and Xiong

Resolution: B2025-183

9. Sole Source Agreement with CorVel Healthcare Corporation [2025-388](#)

Sponsors: Human Resources

1. Approve the selection of and sole source agreement with CorVel Healthcare Corporation, 111 SW 5th Avenue, Suite 200, Portland, OR 97201, for workers compensation managed care services, for the period of October 21, 2025 through May 31, 2027 in accordance with the rates established in the agreement.
2. Authorize the Chair and the Chief Clerk to execute the agreement.

Motion by McGuire, seconded by Miller. Motion passed.

Aye: McGuire, McMurtrey, Miller, and Ortega

Excused: Jebens-Singh, Moran, and Xiong

Resolution: B2025-184

11. Settlement Agreement in *Daeshon Tucker v. Dwight Fontae Smith, acting in his individual and official capacities, and Ramsey County, et al.* (Court File No. 62-CV-25-1086) [2025-397](#)

Sponsors: Board of Commissioners

1. Approve the settlement agreement with Daeshon Tucker, Court File No. 62-CV-25-1086, totaling \$100,000.00.
2. Authorize the Chair and Chief Clerk to execute the settlement agreement.

Motion by McGuire, seconded by Miller. Motion passed.

Aye: McGuire, McMurtrey, Miller, and Ortega

Excused: Jebens-Singh, Moran, and Xiong

Resolution: B2025-185

10. Bonding Project Prioritization [2025-394](#)

Sponsors: County Manager's Office

The Ramsey County Board of Commissioners supports the 2026 bonding requests proposals and prioritizes the requests as follows:

1. Park at RiversEdge (\$20 million)
2. Aldrich Arena & Community Event Center (\$6.6 million)

Presented by Josh Olson, Director of Community and Economic Development. Discussion can

be found on archived video.

Motion by McGuire, seconded by Miller. Motion passed.

Aye: McGuire, McMurtrey, Miller, and Ortega

Excused: Jebens-Singh, Moran, and Xiong

Resolution: B2025-186

PRESENTATION

12. Presentation: MN Paid Family Medical Leave Implementation

[2025-403](#)

Sponsors: Human Resources

None. For information and discussion only.

Presented by Jessica Mumford, Leaves and Accommodations Manager, Human Resources.

Discussion can be found on 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 Ortega. Discussion can be found on archived video.

ADJOURNMENT

Chair Ortega declared the meeting adjourned at 10:28 a.m.



Board of Commissioners

Request for Board Action

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

Item Number: 2025-412

Meeting Date: 10/14/2025

Sponsor: Emergency Communications

Title

Proclamation: National Domestic Violence Awareness Month

Attachments

1. Proclamation

Proclamation

WHEREAS, Domestic violence is a pervasive public health and safety crisis that impacts individuals across all communities—regardless of age, race, gender identity, socioeconomic status, or background—with nearly 1 in 3 women and 1 in 4 men experiencing intimate partner violence in their lifetime; and

WHEREAS, In Ramsey County alone, more than 9,500 domestic-related 911 calls were made in the past year, and the trauma of domestic violence extends beyond physical harm, affecting mental health, housing stability, economic security, and the well-being of children and families; and

WHEREAS, Ramsey County is committed to survivor-centered, trauma-informed, and culturally conscious approaches, advancing prevention and intervention through innovative, inclusive, and collaborative cross-departmental initiatives such as Call4ALL – Safe Support for All, which connects 911 callers and survivors with live advocates to holistically address personal and family needs; and

WHEREAS, This month honors the trailblazing efforts of community-based advocates who established the nation's first shelter, developed national models to reduce domestic violence and homicides, and championed culturally relevant responses, alongside the tireless work of advocacy organizations, shelters, healthcare providers, legal services, and culturally specific agencies; and

WHEREAS, Ramsey County recognizes the resilience and strength of survivors, affirm the dedication of community partners, and join the nation in observing October as Domestic Violence Awareness Month—a call to action to educate, prevent, and foster safe, healthy, and respectful relationships; Now, Therefore, Be It

PROCLAIMED, The Ramsey County Board of Commissioners hereby declares October 2025, as National Domestic Violence Awareness Month in Ramsey County and urges all residents to stand in solidarity with survivors, support prevention efforts, and engage in building a community where all needs are met.



Rafael Ortega, Board Chair, District 5



Mary Jo McGuire, Commissioner, District 2



Rena Moran, Commissioner, District 4



Kelly Miller, Commissioner, District 7



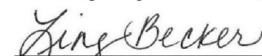
Tara Jebens-Singh, Commissioner, District 1



Garrison McMurtrey, Commissioner, District 3



Mai Chong Xiong, Commissioner, District 6



Ling Becker, County Manager

Board of Commissioners

Request for Board Action

Item Number: 2025-396

Meeting Date: 10/14/2025

Sponsor: Social Services

Title

Donation from the Minnesota State Fair to the Social Services Department.

Recommendation

Retroactively accept the donation of \$28,000 from Minnesota State Fair to the Social Services Department in the form of 1,400 State Fair Tickets.

Background and Rationale

The Minnesota State Fair has a long history of charitable giving. The State Fair donates to organizations that meet their donation criteria, one of which is meeting the State Fair's mission to educate and involve guests by providing world-class showcase that is innovative, entertaining and fun.

The ticket value is \$20 each for a total donation of \$28,000.

County Goals (Check those advanced by Action)

☒ Well-being

☐ Prosperity

☒ Opportunity

☐ Accountability

Racial Equity Impact

Ramsey County focuses on advancing racial, health and digital equity. Those in need and disproportionately impacted continue to be racially and ethnically diverse communities, who do not always have access to a computer or transportation to get State Fair tickets. Offering free tickets addresses low-income individuals and racialized communities from accessing State Fair tickets. When financial costs are removed, free tickets can encourage a wider attendance, fostering a more racially diverse audience. Also, offering free State Fair tickets helps, not only Ramsey County, but the Minnesota State Fair to demonstrate commitment to marginalized communities for education, innovation, entertainment and fun. Staff ensured that tickets were received by Ramsey County residents either in person or via mail.

Community Participation Level and Impact

Tickets were distributed throughout Ramsey County to individuals and families to enhance access to education and enjoyment at the Minnesota State Fair. The State Fair tickets were meant to be inclusive for those who might not otherwise be able to attend and participate. The 1,400 tickets were distributed to residents of Ramsey County who are being served by the Social Services Department whether Children and Family, Aging and Disability, Mental Health Services, Lake Owasso Residence and Detox and Withdrawal Management Services.

☒ Inform

☐ Consult

☐ Involve

☐ Collaborate

☐ Empower

Fiscal Impact

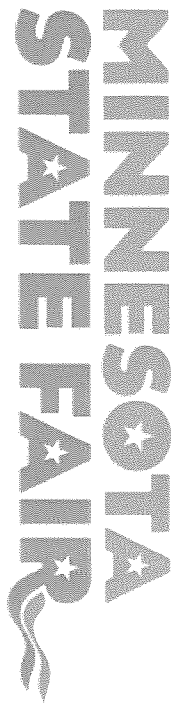
The donation of Minnesota State Fair tickets does not have an impact on the operating budget.

Last Previous Action

None.

Attachments

1. Minnesota State Fair Ticket Office Letter



The Minnesota State Fair is happy to continue our donation program for gate admission. Enclosed you will find the tickets that we are able to donate to your organization. Please understand that due to the large number of letters we receive we may not be able to send as many tickets as you have requested.

These tickets may be used on any day of the 2025 fair, as admission for any age, and have a \$20 value. Unfortunately, they cannot be used for parking on the fairgrounds.

Please treat these tickets like money, as they are not replaceable if lost or stolen.

We hope that your group enjoys their time at the 2025 Minnesota State Fair.

Sincerely,

Minnesota State Fair Ticket Office

Board of Commissioners

Request for Board Action

Item Number: 2025-387

Meeting Date: 10/14/2025

Sponsor: Community & Economic Development

Title

Certification of Property Assessed Clean Energy Charges for Energy Improvements

Recommendation

1. Request the County Auditor to extend the proposed special assessment plus interest on the following property:
Owner: 80 West LLC
Property Address: 80 4th Street W, Saint Paul, MN 55102
PIN: 06.28.22.24.0012
Project Type: Energy efficiency improvements
Assessment Request: \$1,530,000.00
Interest Rate: 7.49%
Interest Starts Accruing: 06/01/2027
Finance Period: 24 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 2027, 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 extend the assessment for 80 West LLC on the property tax lists of the county.

Background and Rationale

On November 24, 2015, the Ramsey County Board of Commissioners approved an agreement with the Saint Paul Port Authority (SPPA) for the administration and implementation of Property Assessed Clean Energy Program of Minnesota (PACE OF MN) on behalf of county for energy improvements to eligible properties and providing for the imposition of special assessments as needed in connection with the program (Resolution B2015-355).

Per Minnesota Statutes, Section 429.061, the Ramsey County Board of Commissioners is required to adopt by resolution each assessment. The first certification of PACE OF MN special assessment was completed December 22, 2015. With these special assessments, property owners have invested over \$63.6 million in energy improvements.

New Assessment

The following property owner has submitted an application to SPPA:

Owner: 80 West LLC

Property Address: 80 4th Street W, Saint Paul, MN 55102
PIN: 06.28.22.24.0012
Project Type: Energy efficiency improvements
Assessment Request: \$1,530,000.00
Interest Rate: 7.49%
Interest Starts Accruing: 06/01/2027
Finance Period: 24 years

SPPA has reviewed the application of 80 West LLC and determined the interested property owner meets all eligibility requirements. SPPA, on behalf of the property owner, requests the county apply special assessments and collect repayment on property tax bills on behalf of the SPPA.

The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property. An owner may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

PACE OF MN Process/Eligibility/Requirements

Commercial and industrial businesses, non-profits (including religious institutions), and owners of multi-family housing are eligible for PACE OF MN. Approved projects are eligible for 100% financing from SPPA and other non-county sources and the repayment schedule is structured to have an immediate positive cash flow. Interest rates vary depending on the length of the financing term and include SPPA processing charges.

Interested applicants for the PACE OF MN program can connect with the SPPA. Applicants are required to be the legal owner of the property and all of the legal owners of the property must agree to participate. The interested property owner must be current on any existing mortgage and the property owner must not have defaulted on the deeds of trust. Property must not be subject to any involuntary liens or judgments, not be delinquent on property taxes and the property owner must not be in bankruptcy. SPPA performs a thorough credit analysis and applications are approved by the SPPA's Credit Committee prior to the SPPA submitting an assessment request to the county.

Following review by SPPA, SPPA requests the county apply a special assessment and collect repayment on property tax bills on behalf of the SPPA. Loan payments for PACE OF MN projects cannot exceed the greater of 30% of the property's assessed value as determined by the County Assessor or 30% of an appraised value that has been accepted or approved by the mortgage lender. The second clause allows PACE assessments to be applied to new construction where the value increase has not yet been realized from a property tax perspective. The assessment stays with the property in the event of a sale. The special assessment becomes a lien against the property at the point that it is extended to the tax rolls. If not timely paid, the special assessment would accrue penalties and interest as with other delinquent taxes and is subject to tax forfeiture. Unpaid assessments become a lien on the property like any other special assessment or unpaid property taxes.

County Goals (Check those advanced by Action)

☒ Well-being

☒ Prosperity

☐ Opportunity

☐ Accountability

Racial Equity Impact

The Community and Economic Development (CED) department is actively exploring ways to better understand the racial equity impact of this program. Historically, this program has been utilized by a diverse range of participants, including larger, well-capitalized property owners, developers, religious institutions, and

non-profit organizations.

CED is collaborating with SPPA to identify opportunities to incorporate racial equity considerations into the program, including potential adjustments to its delivery. As part of future efforts, CED will be updating the Economic Competitiveness and Inclusion Vision Plan, which will offer an opportunity to further explore and address racial equity impacts. Ramsey County remains committed to ensuring the program is accessible, fair, and equitable for all. PACE special assessments are self-imposed by property owners, a financing option for energy efficiency improvements.

Community Participation Level and Impact

The Saint Paul Port Authority, PACE administrator for Ramsey County, engages businesses directly or through other economic development partners in increasing awareness of this program. The community is also informed of the availability of this program through the county's website at:

www.ramseycounty.us/businesses/property-development/property-development-programs/property-assessed-clean-energy-program-pace <<http://www.ramseycounty.us/businesses/property-development/property-development-programs/property-assessed-clean-energy-program-pace>>

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

Fiscal Impact

The processing of loan applications to participate in the PACE OF MN program is the responsibility of the SPPA, with loan repayments being the responsibility of the property owner. Support services are provided by existing staff from CED and Property Tax, Records and Election Services and included in the biennial operating budget.

Last Previous Action

On June 10, 2025, the Ramsey County Board of Commissioners approved a Certification of Property Assessed Clean Energy assessment plus interest on Lex Center LLC in the amount of \$175,000 (Resolution B2025-115).

Attachments

1. Request Letter from St. Paul Port Authority
2. PACE of MN Project and Assessment Tracking Sheet

August 25, 2025

Ramsey County
15 West Kellogg Boulevard, Ste. 250
Saint Paul, MN 55102

Dear Ms. Schwartz:

The Saint Paul Port Authority is requesting Ramsey County to place Property Assessed Clean Energy (PACE) special assessments on the following parcels as requested by the property owner:

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Assessment Amount</u>	<u>Assessment Start Date</u>	<u>Amortization (years)</u>	<u>Interest Rate (%)</u>
80 West LLC	062822240012	\$1,530,000	06/01/2027	24	7.49%

As the administrator of PACE for Ramsey County, the Port Authority has reviewed the assessment, and it has determined that the project conforms with the Minnesota PACE statutes. The interest rate is **7.49%** and the term will be **24** years beginning in **2027**. I have attached the PACE application from the property owner and energy study.

Thank you for your assistance with these exciting projects in Ramsey County. Please let me know if you have any questions.

Sincerely,



Holly Huston
VP of Finance



Property Assessed Clean Energy - PACE OF MN

Project/Assessment Tracking Sheet

\$ 63,644,051.50

PIN	Owner	Address	City	Zip	Assessment Date	Resolution #	Amount	Term (Years)	Interest Rate	Accrual Date	Improvements	Commissioner District
14-29-22-44-0007	Carol M Acosta DBA Playschool Childcare, Inc.	1709 McKnight Road	Maplewood	55109	12/22/15	B2015-410	\$ 75,000.00	10	4.50%	1/1/2016	20KW Photovoltaic Solar System	7
29-29-22-14-0182	Richard J F Kramer & Rosemary A Kramer DBA RJFK Media Associates, Inc.	965 Arcade St	Saint Paul	55106	12/22/15	B2015-410	\$ 30,000.00	10	4.50%	1/1/2016	12KW Photovoltaic Solar System	6
36-29-23-11-0003	Jade Holdings LLC DBA J&J Distributing	653 Rice St.	Saint Paul	55103	12/22/15	B2015-410	\$ 11,000.00	10	4.50%	1/1/2016	HVAC, lighting and controls	3
36-29-23-11-0008							\$ 467,000.00					
36-29-23-11-0010							\$ 54,000.00					
36-29-23-11-0011							\$ 88,000.00					
06-28-22-11-0017	First Bank Building LLC	332 Minnesota St	Saint Paul	55101	5/24/16	B2016-144	\$ 5,000,000.00	20	5.52%	5/24/2016	HVAC; energy upgrades	5
13-29-22-44-0004	Tubman	2675 Larpenteur Ave E	Saint Paul	55109	5/24/16	B2016-144	\$ 46,000.00 Modified B2017-098 \$ 30,000.00	10	4.00%	6/1/2016	40 kw solar installations; energy upgrades	7
06-28-22-11-0005	375 Jackson Courtly LLC & 375 Jackson Willow, LLC	375 Jackson St #700w	Saint Paul	55101	6/21/16	B2016-167	\$ 672,000.00	20	5.47%	6/21/2016	HVAC; energy upgrades	5
06-28-22-11-0007							\$ 728,000.00					
06-28-22-12-0119	US Bank Centre LLC	101 5th St E	Saint Paul	55101	6/21/16	B2016-167	\$ 3,820,000.00	20	5.47%	6/21/2016	HVAC; energy upgrades	5
29-29-22-13-0183	990 Payne Ave, LLC	990 Payne Ave	Saint Paul	55130	7/1/17	B2017-159	\$ 70,000.00	10	4.50%	7/1/2017	Energy efficiency	6
20-30-23-33-0030	United Church of Christ	1000 Long Lake Road	New Brighton	55112	7/1/17	B2017-159	\$ 85,100.00	10	4.50%	7/1/2017	23.04 kw solar installation	2
18-30-23-34-0077	Atonement Lutheran Church	1980 Silver Lake Road NW	New Brighton	55112	7/1/17	B2017-159	\$ 115,000.00	10	4.50%	7/1/2017	40 kw solar installation	2
27-29-23-13-0051	Atrium, LLC	1295 Bandana Blvd	Saint Paul	55108	11/7/17	B2017-278	\$ 120,000.00	10	4.50%	11/7/2018	Direct digital control system installation	3
31-29-22-14-0048	Positively 2nd St., LLC	628 Pine St	Saint Paul	55130	11/7/17	B2017-278	\$ 52,000.00	10	4.50%	11/7/2018	Building retrofitting	5
29-29-23-13-0058	Endicott, LLC	2325 Endicott St	Saint Paul	55114	11/7/17	B2017-278	\$ 390,000.00	10	4.50%	1/1/2018	152 kW rooftop solar installation	4
29-29-23-34-0027	Midway Commerical Building	2512 University Ave W	Saint Paul	55114	12/18/2018	B2018-351	\$ 74,000.00	10	4.50%	4/1/2018	Boiler	4
27-29-23-24-0250	Energy Park, LLC	1360 Energy Park Drive	Saint Paul	55114	12/18/2018	B2018-351	\$ 275,000.00	10	4.50%	4/1/2018	HVAC; energy upgrades	3
28-29-23-13-0008	MVP Real Estate, LLC	1771 Energy Park Drive	Saint Paul	55114	12/18/2018	B2018-351	\$ 145,928.00	10	4.50%	4/1/2018	40 kW rooftop solar installation	4
04-28-22-12-0037	Cerenity Marian of St. Paul, LLC	200 Earl St	Saint Paul	55114	12/18/2018	B2018-351	\$ 1,385,000.00	10	4.50%	4/1/2018	HVAC, Boiler and Chiller	5
29-30-23-21-0121	Hossein A. Jalali	991 9th Ave NW	New Brighton	55112	12/18/2018	B2018-351	\$ 55,000.00	10	4.50%	4/1/2018	20-kw Solar Installation	2
09-29-23-43-0002	Rosewood Office Plaza, LLC	1711 County Road B W	Roseville	55113	12/18/2018	B2018-351	\$ 130,000.00	10	4.50%	4/1/2018	HVAC; energy upgrades	2
01-28-23-12-0287	YWCA of St. Paul	375 Selby Ave	Saint Paul	55102	12/18/2018	B2018-351	\$ 245,000.00	10	4.50%	9/1/2018	HVAC; energy upgrades	4
29-29-23-42-0086	Precision Coatings, Inc.	2309 Wycliff St	Saint Paul	55114	12/18/2018	B2018-351	\$ 250,000.00	10	4.50%	4/1/2018	HVAC; energy upgrades	4
31-29-22-34-0203	Rebound Exchange, LLC	26 Exchange St E	Saint Paul	55101	12/18/2018	B2018-351	\$ 393,880.00	10	5.00%	1/1/2019	Energy efficiency	5
09-29-23-22-0015	Roseville Office Plaza, LLC	1970 Oakcrest Ave	Roseville	55113	12/18/2018	B2018-351	\$ 221,000.00	10	5.00%	1/1/2019	HVAC; energy upgrades	2



Property Assessed Clean Energy - PACE OF MN

Project/Assessment Tracking Sheet

\$ 63,644,051.50

PIN	Owner	Address	City	Zip	Assessment Date	Resolution #	Amount	Term (Years)	Interest Rate	Accrual Date	Improvements	Commissioner District
27-29-22-23-0077	Prosperity Properties, LLC	958 Prosperity Ave	Saint Paul	55106	12/18/2018	B2018-351	\$ 233,000.00	10	5.00%	1/1/2019	93 kW Solar Array	6
09-29-22-14-0010	Koobmoo Funeral Chapel, Inc.	1259 Gervais Ave E	Maplewood	55109	12/18/2018	B2018-351	\$ 109,000.00	10	5.00%	1/1/2019	40-kW solar array	7
20-29-22-44-0168	Koobmoo Funeral Chapel, Inc.	1235 Arcade St	Saint Paul	55106	12/18/2018	B2018-351	\$ 84,000.00	10	5.00%	1/1/2019	30-kW solar array	6
05-28-22-42-0013	RBP Realty, LLC	276 Chester St	Saint Paul	55107	12/18/2018	B2018-351	\$ 39,204.55	10	5.00%	1/1/2019	HVAC; energy upgrades	5
05-28-22-43-0029		296 Chester St					\$ 36,922.07					
05-28-22-43-0030		314 Chester St					\$ 17,922.08					
05-28-22-43-0031		334 Chester St					\$ 114,253.25					
05-28-22-43-0016		264 Lafayette Frontage Road E					\$ 155,698.05					
01-30-22-22-0019	PRC-WBMS, LLC	2310 Leibel St	White Bear Township	55110	5/14/2019	B2019-117	\$ 87,000.00	10	6.00%	1/1/2020	Solar Installation	1
06-28-22-12-0060	St Paul Building LLC	359 Wabasha St	Saint Paul	55107	10/1/2019	B2019-226	\$ 315,000.00	20	6.95%	1/1/2020	New cooling tower, building automation, and lighting upgrades	5
12-29-23-22-0006	Roseville Senior Living LLC	2600 Dale Street N	Roseville	55113	11/5/2019	B2019-248	\$ 3,850,000.00	20	6.65%	1/1/2021	HE roof and wall insulation, Energy Star windows, HE magic paks, HE air units, Energy Star water heaters, LED lights, HE appliances, etc.	2
08-28-22-22-0064	CJK Holding LLC	429 Wabasha St S	Saint Paul	55107	12/17/2019	B2019-314	\$ 58,500.00	10	5.00%	6/1/2019	Solar array	5
06-28-22-43-0042	DPN Properties LLC	120 W Plato Blvd	Saint Paul	55107	12/17/2019	B2019-314	\$ 187,300.00	10		9/1/2019	LED lighting, boiler, wastewater heat exchange	5
16-30-22-44-0025	Dulayne Properties LLC	4760 White Bear Pkwy	White Bear Lake	55110	12/17/2019	B2019-314	\$ 42,600.00	10	5.00%	7/1/2019	Solar array	7
16-30-22-44-0026					12/17/2019	B2019-314	\$ 34,700.00					
16-30-22-44-0027					12/17/2019	B2019-314	\$ 34,700.00					
20-29-22-12-0089	Akamai LLC	613 Hoyt Ave	Saint Paul	55130	12/17/2019	B2019-314	\$ 60,000.00	10	5.00%	10/1/2019	Rooftop solar	6
12-29-22-14-0078	NSP Post 39 American Legion	2678 East 7 th Ave	North Saint Paul	55109	12/17/2019	B2019-314	\$ 80,000.00	10	5.00%	6/1/2019	HVAC improvements	7
28-29-23-11-0031	3PL Holdings, LLC	1700 Wynne Ave	Saint Paul	55108	4/28/2020	B2020-090	\$ 2,435,777.00	10	4.15%	1/1/2021	Solar array	4
28-29-23-12-0006					4/28/2020	B2020-090	\$ 22,220.00					
28-29-23-12-0005					4/28/2020	B2020-090	\$ 79,280.00					
32-29-23-14-0005	Workshop Vandalia Owner, LLC	550 Vandalia St	Saint Paul	55108	6/16/2020	B2020-125	\$4,540,643.00	20	5.75%	10/15/2021	Roof replacement and insulation, HVAC equipment, LED lighting, building envelope, window replacement and glazing, and building insulation	4
					Amendment	B2023-130			6.15%			
35-30-23-23-0043	Belle Enterprises, LLC	3434 Lexington Ave N	Shoreview	55126	11/24/2020	B2020-235	\$193,000.00	10	5.00%	3/1/2020	Solar array, HVAC upgrades	1
35-29-23-32-0165	1000 University Ave Properties, LP	1000 University Ave	Saint Paul	55104	11/24/2020	B2020-235	\$260,000.00	10	5.00%	6/1/2020	Solar array	4
06-28-22-12-0068	Port Arthur Development, LLC	24 East 4th St	Saint Paul	55101	11/24/2020	B2020-235	\$361,000.00	10	4.25%	10/1/2020	LED lighting and automation controls	5
32-29-23-11-0043	Zone 5 Group, LLC	2161 University Ave W	Saint Paul	55114	12/22/2020	B2020-276	\$220,500.00	10	5.00%	1/1/2021	Solar array	4
36-29-23-12-0224	293 Como, LLC	293 Como Ave	Saint Paul	55103	2/16/2021	B2021-039	\$188,000.00	20	6.34%	1/1/2022	Roofing upgrades	3
34-29-23-34-0041	1457 Marshall LLC	1457 Marshall Ave	Saint Paul	55104	2/16/2021	B2021-039	\$380,000.00	20	6.34%	1/1/2022	Roofing upgrades and solar installation	4
12-29-23-22-0006	Roseville Senior Living, LLC	2600 Dale Street N	Roseville	55113	5/18/21	B2021-110	\$ 5,500,000.00	20	6.13%	1/1/2022	Energy conservation measures in new construction	2



Property Assessed Clean Energy - PACE OF MN

Project/Assessment Tracking Sheet

\$ 63,644,051.50

PIN	Owner	Address	City	Zip	Assessment Date	Resolution #	Amount	Term (Years)	Interest Rate	Accrual Date	Improvements	Commissioner District
07-28-22-14-0154	Michael Juraj	631 Stryker Ave	Saint Paul	55107	8/24/21	B2021-182	\$ 17,000.00	10	4.25%	1/1/2022	Purchase and installation of solar panels and related equipment for producing electricity for the building	5
34-30-23-12-0010	Arden Hills RE, LLC	3565 Pine Tree Drive	Arden Hills	55112	9/21/21 <i>Amendment</i>	B2021-202 B2023-230	\$ 9,661,690.00 \$ 9,674,748.00	20	5.95% 5.87%	1/1/2024	Energy efficiency on new construction	1
05-28-22-33-0059	Drake Building, LLC	60 Plato Blvd	Saint Paul	55107	11/2/21	B2021-606	\$ 440,000.00	10	4.25%	1/1/2022	Energy efficient HVAC	5
27-29-22-23-0082	Hmong Village, LLC	1001 Johnson Pkwy	Saint Paul	55106	11/2/21	B2021-606	\$ 315,000.00	10	5.00%	1/1/2022	Lighting upgrade to LED	6
34-29-23-43-1573 31-29-22-43-1572	HFS 428, LLC	428 Minnesota St	Saint Paul	55101	12/13/22 <i>Amendment</i>	B2022-299 B2024-076	\$ 882,000.00 \$ 733,683.50	10 8	4.25%	1/1/2023	Energy efficient management system	5
06-28-22-43-0042	DPN Properties LLC	120 Plato Blvd W	Saint Paul	55107		B2023-130	\$ 300,000.00	10	6.00%	1/1/2024	Water and heat upgrades	5
34-29-23-11-0220	St. Paul Properties, LLC	701 Lexington Pkwy N	Saint Paul	55104		B2023-190	\$ 336,200.00	10	5.00%	1/1/2024	Heating, cooling, lighting, roof and solar upgrades	4
34-29-23-31-0029 34-29-23-31-0030	GA and J Properties LLC	1375 St Anthony Ave	Saint Paul	55104		B2024-032	\$ 34,000.00 \$ 189,000.00	10	7.00%	1/1/2025	Insulation, roof and solar upgrades	4
29-29-23-32-0036	Court West Business LLC	2610 University Ave West	Saint Paul	55114		B2024-190	\$ 353,000.00	10	5.50%	1/1/2025	Energy efficient HVAC	3
06-28-22-12-0033	IVP St. Paul MF Conversion, LLC	386 Wabasha Street North	Saint Paul	55102		B2024-204 <i>Amendment</i> B2024-265	\$ 15,789,000.00	29	7.82% 8.56%	1/1/2026	Roof, lighting, building envelop, energy efficiency HVAC improvements	5
29-29-22-12-0082	East Immanuel Lutheran Church	1173 Payne Ave	Saint Paul	55130		B2024-223	\$ 205,000.00	12	6.00%	1/1/2025	HVAC improvements	3
05-29-23-33-0008	Every Meal	2715 Patton Road	Roseville	55113		B2025-022	\$ 380,292.00	15	6.75%	1/1/2026	Solar energy improvements	2
35-30-23-22-0004	Lex Center LLC	3570 Lexington Ave	Shoreview	55126		B2025-115	\$175,000.00	10	5.25%	1/1/2026	Energy efficiency improvements	1
PROPOSED												
06-28-22-24-0012	80 West LLC	80 4th Street W (James J Hill Center)	Saint Paul	55102			1,530,000.00	24	7.49%	6/1/2027	Energy efficiency improvements	5
REMOVED												
06-28-22-12-0033	St. Paul Wabasha Partners, LLC	386 Wabasha St N	Saint Paul	55102	2/16/2021	B2021-039	\$ 12,000,000.00	20	6.44%	1/1/2022	Energy efficiency improvements	5
27-29-23-13-0040	MINCAM – Minnesota Cameroon Community – C/O Dr. Robert Tamukong	1020 Bandana Blvd W	Saint Paul	55108	5/24/16 <i>Removal</i>	B2016-144 B2017-040	\$ 194,000.00	10	4.50%		Connection to Energy Park Utility Company's District Energy System	3
27-29-23-13-0040	Minnesota Cameroon Community	1020 Bandana Blvd W	Saint Paul	55108	12/18/2018	B2018-351	\$ 250,000.00	10	5.00%	1/1/2019	Connection to Energy Park Utility Company's District Energy System	3

Board of Commissioners

Request for Board Action

Item Number: 2025-320

Meeting Date: 10/14/2025

Sponsor: Workforce Solutions

Title

Minnesota Family Investment Program Biennial Service Agreement for 2026-2027

Recommendation

1. Ratify the submittal of the 2026-2027 County Biennial Service Agreement for Minnesota Family Investment Program to the Minnesota Department of Children, Youth and Family for Temporary Assistance for Needy Families Block Grant.
2. Accept a grant award and approve a grant agreement with the Minnesota Department of Children, Youth and Family for the Temporary Assistance for Needy Families Block Grant for the period of January 1, 2026 through December 31, 2027 in the amount of \$18,534,057 annually.
3. Authorize the Chair and Chief Clerk to execute the grant agreement as revised and approved by the Ramsey County Attorney's Office.
4. Authorize the County Manager to enter into agreements and execute amendments to agreements in accordance with the county's procurement policies and procedures, provided the amounts are within the limits of the grant funding.
5. Authorize the County Manager to apply for and accept additional grant funds from the Minnesota Department of Children, Youth and Family for the period of January 1, 2026 through December 31, 2027.
6. Authorize the County Manager to sign the agreement as revised and approved by the Ramsey County Attorney's Office.
7. Authorize the County Manager to make temporary transfers, as needed, from the County General Fund to Workforce Solutions to cover program expenses until program funds are received, with repayment to be made upon receipt of the funds.

Background and Rationale

Ramsey County Workforce Solutions administers the employment services portion of the federal Temporary Assistance for Needy Families Program (TANF) through the state's Minnesota Family Investment Program (MFIP) and Diversionary Work Program (DWP). Employment Services are provided through Workforce Solutions staff as well as by contracted community-based providers. Emergency and Crisis Services, Eligibility and Childcare Administration are provided by Ramsey County's Financial Assistance Services department.

MFIP and DWP are intended to help parents meet their family's basic needs and move toward financial stability through pursuing upward mobility opportunities and family sustaining employment. MFIP and DWP are funded by the formula based MFIP Consolidated Fund, which is 8% state funded and 92% federally funded. To receive the funds, Ramsey County is required to submit a Biennial Service Agreement (BSA) every two years to the Minnesota Department of Children, Youth and Family (DCYF). The BSA summarizes the services available to families and strategies intended to meet program measures with the goal of increasing the economic stability of low-income families.

The Consolidated Funds will provide funding for the following services, as further described in the BSA:

- Diversionary Work Program (repealed effective March 1, 2026).

- MFIP employment services (60-month limit).
- Extension Services, post 60-month MFIP.
- Emergency and Crisis Services.
- Financial Assistance Services and Childcare Administration.
- Support Services.
- Paid and unpaid work experience.
- Career coaching and training.
- Incorporation of culturally specific services.
- Motivation driven, family-centered service delivery model.

Minnesota Statutes Section 256J.626, subdivision 4(d) requires that counties or nation/tribes must allow a period of at least 30 days for public comments on the contents of the BSA before approval. A proposed BSA was shared for public comment on August 21, 2025. No verbal or written comments were received by the deadline of September 21, 2025.

The 2026-2027 BSA is due to DCYF by October 15, 2025. Upon DCYF approval, Workforce Solutions will receive the consolidated funds allocation of \$18,534,057 annually for program year 2026 and 2027. The potential exists for additional funding to be received. For example, MFIP/TANF supplemental funds, work experience funds, and MFIP/TANF funds targeted for innovations.

County Goals (Check those advanced by Action)

☒ Well-being ☒ Prosperity ☒ Opportunity ☒ Accountability

Racial Equity Impact

Once approved, the funding will be used for all individuals residing in Ramsey County who are eligible for the programs to better serve and support the whole family.

There are approximately 3200 families at any given time that receive these services in Ramsey County; families are at or below 200% of the poverty level and represented as:

- 80% single-parent households.
- 85% female, 15% male.
- 21% white, 50% African American, 10% Asian, 9% Hispanic/Latino, 4% American Indian, and 6% other/did not identify.
- 40% of individuals have a documented physical or mental health condition.

Ramsey County program outcomes have shown persistent disparities particularly for African American and American Indian participants. Therefore, Workforce Solutions continues to engage with community to co-create and deploy a series of additional efforts to reduce racial and ethnic disparities. Below are some examples:

- Workforce Solutions partners with culturally specific community-based organizations to deliver comprehensive, strength-based, and culturally specific family stability services to African American and American Indian families.
- Employment services continue to include partnerships and services that are culturally specific, where the services incorporate and build upon participant, family, community, and cultural assets.

Community Participation Level and Impact

Over the last few years, Ramsey County Workforce Solutions has hosted multiple community engagement opportunities to learn more about how families prefer to be engaged with employment counselors as well as their experiences with service delivery, customer service, and program design. Below are examples of community engagement activities for continuous improvement of MFIP service delivery:

- Hosting focus group conversations with families to inform service delivery.
- Strengthening partnerships with culturally specific organizations.

- Utilizing the feedback received from individuals who participate in training cohorts.
- Ongoing community engagement efforts with participants and stakeholders.
- Evaluating community-based projects and getting feedback from program participants & providers to ensure services and resources are directed in the most meaningful ways to families.

These initiatives underscore our commitment to enhancing our community participation level and elevating the overall impact of MFIP. Regular communication of these efforts ensures alignment with our mission and fostering meaningful involvement from the diverse populations and community groups that guide our collective growth and innovation.

☒ Inform ☒ Consult ☒ Involve ☐ Collaborate ☐ Empower

Fiscal Impact

Ramsey County is estimated to receive a Consolidated Funds allocation of \$18,534,057 annually for 2026 and 2027. The previous allocation received in the 2024-2025 BSA was \$18,554,034 annually resulting in a \$19,977 (0.1%) decrease. The allocation will be distributed in accordance with the BSA between Workforce Solutions Department (70%) and Financial Assistance Services Department (30%). The 2026 & 2027 TANF Block Grant is included within the proposed 2026-2027 biennial budget and has no additional fiscal or personnel impact to the department.

Last Previous Action

On October 17, 2023, the Ramsey County Board approved the Minnesota Family Investment Program Biennial Service Agreement for 2024-2025 (Resolution B2023-181).

Attachments

1. 2026-2027 MFIP Biennial Service Agreement

Contact Information - Please fill in and complete each field for this section.

Tribal Nation Name / County / Consortium	Ramsey County
Plan Year	2026 and 2027
Contact Person	Catrice O'Neil
Title	Director of Workforce Solutions
Address	Metro Square, 121 Seventh Place E, Suite 2100
City	Saint Paul
State	MN
Zip Code	55101
Phone Number	651-707-2172
Email Address	catriceoneal@co.ramsey.mn.us
Confirm Email Address	catriceoneal@co.ramsey.mn.us

Please review [Bulletin # 25-11-02](#) for more details before you complete this survey.

You can also access the Bulletin through this link: https://www.dhs.state.mn.us/main/idcplg?IdcService=GET_FILE&Rendition=Primary&RevisionSelectionMethod=LatestReleased&allowInterrupt=1&dDocName=mr072357&noSaveAs=1&utm_medium=email&utm_source=govdelivery

Identify challenges in **financial assistance** that are prohibiting you from properly serving Minnesota Family Investment Program (MFIP) families in your community.

Ramsey County continues to face several challenges in the Financial Assistance Services Department (FASD). One of the more pronounced challenges is attracting and retaining staff in the Eligibility Specialist (formerly Financial Worker) role. The eligibility specialist position continues to be an entry point to other positions within the county. Additionally, the continued high rate of turnovers in FASD is also attributed to the loss of seasoned workers who are retiring. With these constant staffing changes, it is hard to establish good working relationships between staff and client which creates a gap in clients understanding of their responsibility and their expectation of their worker. FASD continues to work with Human Resources to find qualified candidates who can step into these entry level positions when available. In January 2025, Ramsey County took major steps to address these needs by instituting new compensation and classification structures, along with approval of new labor contracts for staff in FASD. In addition, the department, through a new County focused "All Hands on Deck" short-term initiative, has deployed several innovative strategies including ☐ Assessing and changing staffing to add more clerical staff to screen and assign new applications and answer calls, freeing up financial workers to process more applications. ☐ Funding for modernization of systems through targeted research and a residents-informed process improvements and pursuing virtual assistance workstations at Service Centers that connect residents to our financial workers. ☐ Focus on better serving residents through Enhanced Customer Service Training for all staff, and technology improvements such as Speech View, voicemail-to-text and our email to case file automation. These changes aim to reduce wait times for county assistance and improve the department's commitment to Residents First. Additionally, a publicly available dashboard tracks our progress towards this goal and provides accountability for the investments made to the community. To learn more, visit the dashboard at <https://data.ramseycounty.us/stories/s/Financial-Assistance-Services-Dashboard/nbjb-awzh>. Like many other counties, FASD continue to experience staffing shortages and challenges while managing an increase in need from our communities. Hiring and training staff to do the work is impacted by the Department of Human Service's program training structure and limitations, including:

- Program training lacks the flexibility counties need when hiring employees. Counties must start new employees based on training dates set by the Department of Human Services (DHS). Training dates may not align with each county's needs. Trainings are offered on average one time per month based on a schedule set by DHS.
- Trainings are capped at 20 seats per class for all 87 counties and tribes. If a training is full, a county may need to delay hiring or may need to delay training newly hired staff.
- Counties can only reserve five of the 20 training seats for most program trainings. Additional seats may be requested but they are not a guarantee. Counties may not be able to fill all vacancies timely based on training limitations from the DHS.

In addition, technology continues to be a challenge in serving MFIP families. There is an increase in duplicate applications and paperwork since the launch of MN Benefits in 2021. This has shifted the workflow and the operation of moving clients' documents to the appropriate queue timely. Clients limited access to technology has also made it difficult for them to contact their worker and submit their paperwork timely. FASD systems and software lacks the updates and functionality required to perform optimal service in a virtual setting. FASD will continue to work with Information Services to better meet the department needs.

Identify challenges in **employment services** that are prohibiting you from properly serving MFIP families in your community.

Challenges in employment services include the following:

- Increasing engagement with families continues to be a challenge. Employment services utilize various methods including phone calls, text, emails, letters, and the WF1 Connect app. Counselors utilize their Motivational Interviewing techniques and other supportive strategies to increase engagement levels, which works well for those whose motivation level is high, but for those who struggle with trust and accountability, it can be a frustrating and challenging process.
- The MFIP grant amounts are stretched even further and often do not go far enough due to inflation, the rising cost of rent, food, gas, and basic needs items; this creates added stressors to families making it challenging to focus on employment plans, education goals and wellness plans.
- Counselors are needing to spend more time assisting and directing families to resources that may be able to help with those needs.
- Staff retention, well-being and work-life balance for employment services continues to be a challenge in a competitive job market.
- Transportation, language barriers and technology continue to be a challenge for newly arrived participants. Learning to navigate systems, new and resources can be difficult for many of newly arrival participants because they are new to their environment/house/community, and they are not sure how to access transportation and use technology.
- Not having access to wage detail from the state remains a challenge as not having it makes it challenging for our evaluators and teams to be able to accurately report and track trends related to employment levels while families are on MFIP and to evaluate employment trends in income and retention post-exit from MFIP.

Identify resources in your community that benefit MFIP families.

Resources that benefit MFIP families include the following:

- Ramsey County has a strong network of community-based organizations and partners who are committed to serving low-income families. These include housing, food support, employment and other basic needs providers, advocates and foundations. Ramsey County is committed to authentic engagement and partnership with these organizations, that includes regular, reciprocal communication and updates.
- An example of these partnerships is Ramsey County's collaboration with the American Indian Mobility Hub, a collective of programs and organizations. Through this partnership, FASD assigns a dedicated financial worker to work one day per week in-person at the Department of Indian Work. This arrangement helps all families served by the Hub, including American Indian families who may feel more comfortable receiving support in a trusted community setting. This allows for access to services in a culturally responsive environment while building a consistent relationship with one staff member to support their needs.
- Ramsey County implemented a one-stop, automated referral system that recommends county programs and benefits for which families may be eligible and connects them to resources.
- Ramsey County Workforce Solutions offers every other month family violence training topics and resources to support employment counselors in their work with families experiencing family violence
- Ramsey County provides training and resources to increase awareness of early childcare and education programming so counselors can holistically support parents of young children on their path to economic prosperity and meaningful careers.
- Ramsey County has presented housing resources available in the community to ES providers to share with families and has invested \$18.4 million to support 29 affordable housing projects. The funding will help create, preserve and subsidize more than 1,400 housing units through 29 affordable housing projects.
- A pilot project from Saint Paul – Ramsey County Public Health placing public health nurses and community health workers on-site at community centers and libraries to help individuals with health information, screenings, referrals and scheduling appointments at Frogtown community center, Maplewood and Rice street library.

Identify resources that are **not available in your community** that would benefit MFIP families.

Resources not available that would benefit MFIP families include the following:

- Like many communities, families with low incomes in Ramsey County face barriers to meeting basic needs due to the rising cost of living. These barriers include limited access to culturally appropriate foods, affordable housing, accessible transportation and high-quality childcare. Ramsey County is committed to addressing all these specific areas, through a variety of initiatives and partnerships including the Food Security Strategic Plan, the Economic Competitiveness and Inclusion Plan, Transportation Improvement Plan and the Childcare Academy.
- Families shared that, with the rise in cost of living, an increase in MFIP benefit amounts would be among the most beneficial for them.
- There are limited support services and resources for men returning to community after incarceration, including those with felony records. MFIP benefit amounts would offer support that promote successful reintegration, reduce recidivism, and strengthen families.
- The shortage of affordable housing continues to persist. Families and staff agree that stable housing is essential for stability and upward mobility.

MFIP Employment Services Supervisor Contact

Name	Michelle Belitz
Phone	651-248-3932
Email	michelle.belitz@co.ramsey.mn.us

DWP Supervisor Contact

Name	Lisa Guetzkow
Phone	651-274-0607
Email	lisa.guetzkow@co.ramsey.mn.us

Name	<input type="text" value="Marisha Lindner"/>
Phone	<input type="text" value="651-266-4604"/>
Email	<input type="text" value="marisha.lindner@co.ramsey.mn.us"/>

Minnesota Family Investment Program (MFIP) and Diversionary Work Program (DWP)

What strategies do you use for hard-to-engage participants? **Check all that apply.**

- ☒ Home visits
- ☒ Off-site meeting opportunities
- ☒ Virtual Appointments
- ☒ Workforce One Connect App
- ☐ Sanction outreach services
- ☒ Incentives, please specify:

- ☐ Other, please specify in the text box below

What type of job development do you do? **Check all that apply.**

- ☒ Sector job development
- ☒ Individual job development
- ☒ Other, please specify in the text box below.

Do you have an ongoing job development partnership or sector base with community employers to help participants with employment?

For example, some of these activities could include, but are not limited to: Interview opportunities, job skills training, job placement, job shadowing, on-site job training, work experience, helping to plan training programs, other.

- ☐ No
☒ Yes

Please check all activities community employers provide to help participants with employment.

- ☒ Interview opportunities
☒ Job skills training
☒ Job placement
☒ Job shadowing
☐ On-site job training
☒ Work experience
☒ Helps plan training programs
☒ Other, please specify in the text box below

Public Pathways Program

Do you provide the following services to prepare participants for work?

For example, some of these services could include, but are not limited to: Transportation, soft skills training, financial planning, mentoring, other.

- ☐ No
☒ Yes

When it comes to the services provided to help prepare participants for work, please **check all activities that are provided.**

- ☒ Transportation
- ☒ Soft Skills Training
- ☒ Financial Planning
- ☐ Mentoring
- ☒ Other, please specify in text box below

Job search workshops, career service centers

Do you provide job retention services for employed participants?

For example, some of these services could include, but are not limited to: Assist with issues that develop on the job, transportation, financial planning, soft skill training, mentoring, personal contact with employee and how often, other.

- ☐ No
- ☒ Yes

When it comes to job retention services for employed participants, please **check all that apply.**

- ☒ Available to assist with issues that develop on the job
- ☒ Transportation
- ☒ Financial planning
- ☒ Soft skills training
- ☐ Mentoring
- ☒ Personal contact with the employee and how often:

minimum monthly

- ☐ Other, please specify in the text box below

How long do you provide job retention services?

- ☐ Up to 3 months
- ☐ 6 months
- ☒ 12 months
- ☐ Other (please specify)

Do you provide job advancement services to employed participants?

For example, some of these services could include, but are not limited to: career ladder, coaching / mentoring, education / training, networking, ongoing job search, other

- ☐ No
- ☒ Yes

When it comes to job advancement services for employed participants, please **check all that apply**.

- ☐ Career ladder
- ☐ Coaching/mentoring
- ☐ Education/training
- ☐ Networking
- ☐ Ongoing job search
- ☒ Other

Do you utilize any career pathways programs or skill assessment and credentialing programs for your participants?

For example, some of these programs include, but are not limited to: Pathways to Prosperity, Work Keys, National Career Readiness Certificate

- ☐ No
- ☒ Yes

When it comes to the programs that you utilize for career pathway, skills assessment, or credentialing, please **check all that apply**.

- ☐ Pathways to Prosperity (P2P)
- ☐ Work Keys
- ☐ National Career Readiness Certificate (NCRC)
- ☒ Other

community based training provider, customized education and training opportunities, my next move, adult education

Family Stabilization Services (FSS)

Do you have qualified professionals available to assist with FSS cases in your service area who meet the licensure and accreditation requirements?

For example, qualified professionals could include, but are not limited to: licensed physician, physician assistant, advanced practice registered nurse, physical therapist, occupational therapist, licensed social worker, licensed psychologist, certified school psychologist, mental health professional, certified psychometrist, other)?

- ☐ No
- ☒ Yes

When it comes to having qualified professionals available to assist with FSS cases in your area who meet the licensure and accreditation requirements, please **check all that apply**.

- ☒ Licensed physician
- ☒ Advanced practice registered nurse
- ☒ Occupational therapist
- ☒ Licensed psychologist
- ☒ Mental health professional
- ☒ Physician assistant
- ☒ Physical therapist
- ☒ Licensed social worker
- ☒ Certified school psychologist
- ☒ Certified psychometrist
- ☐ Other

Do you make referrals for children of FSS participants?

For example, some referrals for children of FSS participants could include, but are not limited to:

Children's Mental Health Services, Child Wellness Check-ups, Follow Along Program, Public Nurse home visiting services, Women, Infants, and Children program (WIC), other?

- ☐ No
☒ Yes

When it comes to making referrals for children of FSS participants, please **check all that apply**.

- ☒ Children's Mental Health Services
☒ Child Wellness Check-ups
☐ Follow Along Program
☒ Public Health Nurse home visiting services
☒ Women, Infants and Children Program (WIC)
☐ Other

Are any of these services for children offered to non-FSS families?

- ☐ No
☒ Yes

Services for families under 200% of Federal Poverty Guideline (FPG)

Do you provide services to families who have exited MFIP/DWP or families at risk of receiving MFIP or the Diversionary Work Program (DWP), but are under 200% of the Federal Poverty Guideline (FPG)?

For example, this could include, but is not limited to: child care, GED, job posting, support services, job retention services, Adult Basic Education (ABE) / English Language Learning (ELL) classes, computer lab access, transportation / vehicle repair, other.

- ☐ No
☒ Yes

For families who you serve that are under 200% of Federal Poverty Guidelines, that have either exited MFIP/DWP or at risk of receiving MFIP or DWP, please **check all services that apply** for these families.

- ☒ Child care
- ☒ GED
- ☒ Job postings
- ☐ Support services
- ☒ Job retention services
- ☒ ABE/ELL classes
- ☒ Computer lab classes
- ☐ Transportation/vehicle repair
- ☒ Other

emergency assistance

How long do you provide these services?

- ☐ Up to 3 months
- ☐ 6 months
- ☐ 12 months
- ☒ Other (please specify)

varies by need and local policies

Do you provide services to Non-Custodial Parents (NCPs) that are under 200% of the Federal Poverty Guideline (FPG)?

For example, this could include, but is not limited to: child care, GED, job posting, support services, job retention services, ABE / ELL classes, computer lab access, transportation / vehicle repair, other.

- ☐ No
- ☒ Yes

Please check all services that apply.

- ☐ Child care
- ☐ GED
- ☒ **Job postings**
- ☐ Support services
- ☒ **Job retention services**
- ☐ ABE/ELL classes
- ☒ **Computer lab access**
- ☐ Transportation/vehicle repair
- ☐ Other

How long do you provide these services?

- ☐ Up to 3 months
- ☒ **6 months**
- ☐ 12 months
- ☐ Other (please specify)

How many NCPs are you are currently serving?

Describe the process you have in place to verify income below 200% FPG for families that are not on MFIP or DWP.

Minnesota Family Investment Program (MFIP) Services for Teen Parents

Are there specialized workers who work primarily with teen parents?

- ☐ No
- ☒ Yes

Please indicate the specialized workers for each age group, **check all that apply** for each age group.

	Minors (Under age 18)	Age 18 / 19	Not Applicable (N/A)
Financial Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Employment Services Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Social Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Health Nurse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Child Care Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Child Protection Worker	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other job role (please specify) <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

When it comes to **Teen parents who are considered minors (participants who are under age 18)**, please indicate if there a single point of contact for teen parents, that is, one staff with primary responsibility for keeping in contact with the teen, working with the teen, and making connections to other services?

Responses are for staff positions whose primary responsibility is for working with Teen Parents who are **considered minors (under age 18)**, if yes, check the one position / position(s) that serves this function for this specific age group of MFIP Teen Parents.

	YES, for Minors (under age 18)	NO, not for Minors (under age 18)	Not Applicable (N/A)
Financial worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Employment Services Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Social Worker (Social Services)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Public Health Nurse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child Care Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Child Protection Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other job role <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

When it comes to **Teen Parents who are age 18 - 19**, please indicate if there a single point of contact for teen parents, that is, one staff with primary responsibility for keeping in contact with the teen, working with the teen, and making connections to other services?

Responses are for staff positions whose primary responsibility is for working with Teen Parents who are **age 18 - 19**, if yes, check the one position / position(s) that serves this function for this specific age group of MFIP Teen Parents.

	YES, for ages 18 - 19	NO, not for ages 18 - 19	Not Applicable (N/A)
Financial worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Employment Services Worker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Social Worker (Social Services)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Public Health Nurse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child Care Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Child Protection Worker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other job role <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Does your Tribal Nation / County have an active partnership with local public health agency to get teen parents enrolled and engaged in public health nurse home visiting services? Please **select one option for each age group**.

	Yes, mandatory	Yes, voluntary	No
Minors (under age 18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Age 18 / 19	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Describe how you are ensuring your services are ***inclusive*** for all.

Ramsey County is committed to providing inclusive services for all residents. The county provides in person services at three physical locations, on the phone and via web inquiry form. At in person Service Centers, all attempts are made to ensure that there are navigators, and other staff, who speak languages other than English, to ensure that the services can be delivered to residents in the language they are most comfortable in. Hiring multilingual staff in this space was an intentional decision and new position titles were created to ensure that staff were hired who spoke the languages of many residents, including Spanish, Somali, Hmong and Karen. This is also the case when residents call the phone line, which now includes a pilot artificial intelligence agent who can provide services in Spanish. If residents come to a Service Center or call the phone lines and a live staff isn't available staff have access to the Language Line interpretation service. Additionally, Ramsey County is currently launching a new website that will make finding information on the website more access to residents whose primary language is not English. Ramsey County's MFIP providers have counselors who speaks multiple languages and can communicate more effectively one on one with families. MFIP providers also offer translation and interpretation services for those who need it when the language is not available onsite. All MFIP Employment Counselors utilizes motivational interviewing techniques are to engage with families and create individualized employment plans. Our providers also build relationships and partner with community agencies for resources and programs that address family needs.

Describe how you are ensuring your services are ***accessible*** for all.

Ramsey County is committed to making our services accessible to every resident. This includes ADA compliant facilities, screen reader-friendly online forms (or alternative formats), and/or in-person assistance. Residents can access County services through an online form, that navigators receive and follow up in the method requested or on the phone. Ramsey County is currently working to update these two methods of communication to ensure ADA accessibility and offer alternative formats or staff support upon request. Ramsey County offers services to residents in a variety of formats, including in person, by phone or online services. The County has three in person Service Centers, strategically located in Saint Paul, Maplewood and Roseville. All these locations are transit accessible. Two offer free parking, and the County provides parking vouchers for ramp parking at the Saint Paul location. These sites are handicap accessible and offer both staff support and technology (computers, printers, scanning) for residents to utilize to complete forms, search for jobs, etc. In addition to these three locations, Ramsey County also provides in person navigation and some financial assistance services at a variety of community partners on a regular basis. This includes the Karen Organization of Minnesota, Hubbs Center for Lifelong Learning, Neighborhood House, Wilder Foundation and community Action Partnership of Ramsey and Washington Counties. Ramsey County also has six MFIP employment services providers throughout Ramsey County, in which participants can be served at their choice of location and utilizes a variety of communication tools to engage and meet with families (in person, virtual, phone, email).

How are you working to *advance equity in service delivery* in your Tribal Nation / County?

Ramsey County is committed to advancing racial and health equity and strengthening community voice in decision making. Ramsey County recognizes the disparities within the MFIP program and acknowledge the historical circumstances that contributed to them. In response, Ramsey County is working to remove barriers to access, partner with culturally specific organizations, and design services that are responsive to the needs of all families. Examples include: • The Elder Mentor Program, which engages American Indian and African American community leaders to provide training and development for staff. This program brings culturally informed perspectives into the workplace and strengthens understanding among new and long-time staff. • MFIP includes culturally specific partnerships, and services are designed to incorporate and build upon assets of participants, families, communities and cultures. • Investing funds through our Workforce Innovation Board (WIB) to increase support for employers to create more inclusive and equitable workplaces. • Improving the disaggregation of data to better understand gaps and trends, inform strategies for improvement, and create stronger system alignment. • Collaborating with cultural communities to develop and adopt a county-wide definition of culturally specific services

Do you provide trainings to prepare your staff to work effectively with people from various backgrounds and perspectives?

☐ Yes, mandatory. If yes, provide the title of the training and how often it is provided.

☒ Yes, voluntary. If yes, provide the title of the training and how often it is offered.

Includes Mandatory & Voluntary trainings: • Racial Equity in Action, Customer Service Training, Inclusive Workplace Training required for Ramsey County staff. • Ramsey County WFS offers presentations about how to work effectively with different cultures that are represented in MFIP; some of which are: Karen, Hmong, African American, LGBT, Somali, American Indian, etc. Made available on a needed basis. • Ramsey County WFS also makes available culturally responsive webinar recordings to employment services providers. Made available on an as needed basis. • The Ramsey County Diversity, Inclusion & Organizational Development unit offers a foundational racial equity workshop for all county staff called Racial Equity in Action and will be rolling out a course called "WITH the People" to all county staff over the next biennium. • Many employment service employees are certified in Global Career Development Facilitation GCDF. • Ramsey County requires all new employment service staff to complete a beginner's and intermediate Motivational Interviewing course. • All our contracted employment service providers have mandatory training courses of their own.

☐ No. If no, please explain:

Do you have culturally specific employment services for different racial / ethnic groups?

- ☐ No
- ☒ Yes, please describe.

Ramsey County has six community-based MFIP employment service providers. One of the providers delivers culturally specific employment services to American Indian families and one delivers culturally specific employment services to African American families. The remaining community providers, along with WFS serves all families.

Workforce One Connect App

Does your Tribal Nation / County have the Workforce One Connect app available to participants?

- ☐ No, please explain

- ☒ Yes

Since you indicated "yes" in making Workforce One Connect app available to participants, please indicate which of the following groups are utilizing the app features in Workforce One:

- ☒ Employment Services
- ☒ Financial Workers
- ☒ Childcare Workers
- ☐ Other (please specify)

Do you limit the number of employment services staff that have MAXIS access?

Note: MN Department of Children, Youth, and Families does not limit the number of employment services staff that can have MAXIS access.

- ☒ No
- ☐ Yes, please explain

Describe the process your service area uses to identify and resolve discrepancies between MAXIS and Workforce One data in areas such as Family Stabilization Services coding, employment / hours, sanction status, etc.

Ramsey County's strategy for data management incorporates access to the State of Minnesota's MAXIS Inquiry and Workforce One. To support data quality and assurances, Ramsey County's employment service providers have Data Specialists and Ramsey County has Management Analysts who partner closely with Financial Assistance Services leadership and evaluators. Ramsey County Workforce Solutions provides regular data reports and requires employment service providers to analyze and use these reports to ensure that outcomes are achieved and process improvements made. The primary responsibility of the Data Specialist is the collection, use, management and interpretation of participant performance data, as well as to provide guidance and instruction for staff and management. Example of data reports include case note reviews, employment plan completion, sanctions, activities, family stabilization services and extension categories, participation hours, etc. Counselors are expected to review the reports and make corrections in WF1 or follow up with participants for any needed services and with FAS eligibility workers to correct discrepancies. Counselors communicate with financial workers through the status update form when there is a change in address, activity or FSS status.

Child Care Assistance Program

What strategies does your agency use that involve MFIP and / or Employment Services staff to support timely and consistent receipt of child care assistance through the Child Care Assistance Program? **Select all that apply.**

- ☒ **Shared electronic document management system**
- ☒ **Regular case consultation meetings**
- ☐ Workers with dual MFIP and CCAP role
- ☐ Workers with dual Employment Services and CCAP role
- ☒ **Specific CCAP workers process MFIP child care cases**
- ☐ MFIP and / or Employment Service workers receive training related to CCAP
- ☒ **Communications with CCAP worker via phone, email or fax**
- ☒ **Use of agency-developed forms or documents**
- ☒ **MFIP and / or Employment Services workers assist families with completing CCAP paperwork (for example: the CCAP application)**
- ☒ **MFIP and / or Employment Services workers have MEC2 Inquiry access**
- ☐ Other, please specify

What barriers prevent timeliness?

There are a number of barriers that may prevent timeliness in processing Child Care Assistance Programs. These includes residents turning in application or other paperwork (such as change of address or other changes) with incomplete information or late, or changing providers frequently without giving proper notice regarding the changes.

Does your Tribal Nation / County provide emergency shelter or crisis services from your Consolidated Fund?

- ☐ No
- ☒ Yes

Submit a copy of your Emergency Assistance policy as an attachment if any changes have been made since the last BSA. Also, please describe any major changes you have made to this policy down below.

Drop files or click here to upload

Please review [Bulletin # 25-11-02](#) for more details before you complete this section. You can also access the Bulletin from this link: https://www.dhs.state.mn.us/main/idcplg?IdcService=GET_FILE&Rendition=Primary&RevisionSelectionMethod=LatestReleased&allowInterrupt=1&dDocName=mr072357&noSaveAs=1&utm_medium=email&utm_source=govdelivery

If your service area is receiving a bonus, please share successful strategies of engagement:

n/a

What strategies and action steps for each of the groups below the disparities reference line do you plan to implement for the coming biennium to reduce these disparities.

Ramsey County MFIP/DWP outcomes have shown persistent disparities between White participants and African American and American Indian participants. The Ramsey County MFIP/DWP direct service system has the following disparity reduction strategies to enhance services:

- Ramsey County contracts with community-based providers through a competitive request for proposal RFP process every 5 years. Through this process, providers are asked to demonstrate their ability to deliver comprehensive employment services to the diverse and multicultural participants that are on MFIP.
- Through the RFP process providers have the option to apply to serve a segment of the population that they have unique knowledge, skills and abilities to deliver quality services to.
- Ramsey County utilizes the DHS racial disparity reports to request providers that can deliver culturally specific programming focused on the whole family.
- Ramsey County utilizes evaluation specialists to closely monitor outcomes, evaluate the delivery of services, conduct evaluation of participant, counselor and leadership experiences to co-create solutions for improved programming and outcomes.
- The data tells us that extended families are disproportionately from American Indian and African American populations. Extended families remain at their provider of choice in Ramsey County to ensure there is a continuity of service delivery throughout their time on MFIP.
- The data also tells us that the most common extension categories are mental health and having a child with a disability or with a Severe Emotional Disturbance SED diagnosis. For this reason, Ramsey County contracts for a full-family and multi-disciplinary approach utilizing the Individual Placement Support IPS model which emphasizes and prioritizes a rapid attachment to employment and connection to the resources and services needed to address their MH and SED needs.
- Ramsey County values the diversity of the communities we serve and work with cultural consultants that lend their input and guidance to improved programming.
- Ramsey County also has a motivation driven coaching model called Lifelong Learning Initiative that is rooted in Motivational Interview MI. MI can be an effective approach when working with a multi-cultural population and providers can consider implementing cultural adaptations and acknowledgements.

What procedures are in place to ensure that program funds are being used appropriately as directed by law? **Check all that apply.**

- ☒ Budget control procedures for approving expenditures
- ☒ Cash management procedures for ensuring program income is used for permitted activities
- ☒ Internal policies around use of funds (i.e., participant support services)
- ☒ Other, please specify in the text box below

Annual fiscal and program monitoring of subrecipients

What procedures are in place to ensure program policies are followed and applied accurately? **Check all that apply.**

- ☒ Case consultation
- ☒ Sample case review by supervisors
- ☒ Sample case review by lead worker / mentor
- ☐ Sample case reviews by peers
- ☒ Others, please specify in the text box below

Annual case review by planners

If your Tribal Nation / County is interested in applying for the waiver for the upcoming biennium, please complete the following questions.

Describe the activity(s) you will provide.

Ramsey County will provide a subsidized work experience program that is designed to assist MFIP participants experiencing challenges in obtaining or retaining public or private sector unsubsidized competitive employment. Participants engaged in the program will be placed in a subsidized work experience that will provide them with work activities to develop new skills and enhance current skills, while providing an opportunity to gain work experience in a supportive work environment that builds confidence and gives participants an opportunity to explore career options. Upon completion, participants will have acquired new skills, enhanced current skills, improved their soft-skills and be prepared for competitive public and private sector unsubsidized employment. During the biennium, this program will place emphasis on family stability and the following strategic priorities: • Reduce racial employment disparities • Leverage strategic, purposeful partnerships • Enhance engagement, education, employment and employment retention • Strengthen the WFS full family approach and family well-being • Leverage career pathway opportunities in public and private sectors • Increase WIOA and TANF program collaborations • Pursue continuous process improvement

Explain the reasons for the increased administrative cost.

Ramsey County Workforce Solutions expects to exceed the 7.5% administrative cost cap. Additional administrative expenses will be incurred due to:

- Use of consolidated fund dollars to support the county-wide subsidized work experiences, targeting services for young parents and participants of African American and American Indian descent.
- Coordination and combination of MFIP allowable activities and subsidized work experiences to maximize participant's employability.
- Funds will be used to cover the cost of the program planning and reporting for supported work experience project along with costs to cover allocated accounting, grant administration, and management personnel.
- Supporting the provision of management analysts and program technical guidance for the supported work experience, universal monitoring of program implementation, and ensure compliance with State and Federal rules and regulations related to the program.
- Ramsey County continues to increase collaborative initiatives and programs between WIOA and MFIP/TANF internal departments, colleges, Workforce Innovation Board and employers, thus increasing administrative expenses.

Describe the target population and number of people expected to be served.

Contingent on funding, Ramsey County plans to implement a supported work program for up to 100 MFIP participants with a specific focus on young parents, African American, and American Indian participants. Work experiences will be paid prevailing wage and may be up to 200 hours. The goal is to pair work experience placements with career exploration and education that will lead participants to secure better employment.

Describe how the unpaid work experience is designed to impart skills and what steps are taken to help participants move from unpaid work to paid work.

Unpaid work experience may be an option if the participant agrees to participate and/or the unpaid work experience meets following criteria:

- The participant has been unable to obtain or maintain paid employment in the competitive labor market and there are NO paid work experience programs available.
- The unpaid work experience provides specific skills or experience that cannot be obtained through other work activity options where the participant lives.
- The skills or experience result in higher wages than the participant would have been able to earn without the unpaid work experience.

Once the experience is completed, participants will get support for seeking unsubsidized work. All MFIP employment providers in Ramsey County have staff that function in roles that make connections with employers to secure placement of the participant into paid jobs and some have functioning employer advisory boards to provide advice and guidance to job development efforts.

If your County/Tribal Nation is providing unpaid work experience activities for MFIP participants and you don't already have an Injury Protection Plan (IPP) in place, please click on eDocs to fill out the IPP form. Email the completed form to: Jonathan.Hausman@state.mn.us

The following section will be collecting information on your current employment service providers. Please select one the following options and answer the following questions.

- ☒ **We have multiple Employment Service Providers we work with.**
- ☐ We have a Workforce Center that is our only Employment Service Provider.

Current Employment Service Providers

In this section, you will have an opportunity to list all of your current employment services provider(s). As you enter their information, you will receive a follow-up question that will ask which populations this provider serves. Please indicate which respective population is served with each employment services provider. These questions will repeat for multiple entries if you have multiple employment service providers to include.

The list will be used to verify current providers available in Workforce One.

Helpful Tip: It may be easier to complete this section by compiling the list of information needed for this section *before* you enter the information into this BSA survey. We will need the ES provider name, address, contact person, phone number and email for each ES provider. In addition, a follow-up question will ask about which populations the provider serves (for example: MFIP ES, DWP ES, FSS, Teen Parents, 200% FPG, *Other).

ES Provider Name	American Indian Family Center
Address	579 Wells Street, Saint Paul, MN 55101
Contact Person	Kristin Kinney
Phone Number	651-793-3803
Email	kirstin_kinney@aifc.net

Please check the respective box to indicate which population is served by American Indian Family Center

- ☒ MFIP ES
- ☐ DWP ES
- ☒ FSS
- ☐ Teen Parents
- ☐ 200% FPG
- ☐ Other

Please check the respective box to indicate if you have additional providers to add.

- ☐ I have entered all of the current Employment Service providers we work with.
- ☒ I have additional Employment Service providers to I need add.

List your current employment services provider(s). On the following question please check the respective box to indicate which population served. The list will be used to verify current providers available in Workforce One.

ES Provider Name	<input type="text" value="Avivo"/>
Address	<input type="text" value="1700 West Highway 36 Ste 500, Roseville, MN 55113"/>
Contact Person	<input type="text" value="Julie Kizlik"/>
Phone Number	<input type="text" value="651-752-8630"/>
Email	<input type="text" value="Julie.kizlik@avivomn.org"/>

Please check the respective box to indicate which population is served by Avivo

- ☒ MFIP ES
- ☐ DWP ES
- ☒ FSS
- ☐ Teen Parents
- ☐ 200% FPG
- ☐ Other

Please check the respective box to indicate if you have additional providers to add.

- ☐ I have entered all of the current Employment Service providers we work with.
- ☒ I have additional Employment Service providers to I need add.

List your current employment services provider(s). On the following question please check the respective box to indicate which population served. The list will be used to verify current providers available in Workforce One.

ES Provider Name	<input type="text" value="Goodwil Easer Seals of MN"/>
Address	<input type="text" value="553 Fairview Avenue North, Saint Paul, MN 55104"/>
Contact Person	<input type="text" value="Andrew Freeberg"/>
Phone Number	<input type="text" value="651-379-5874"/>
Email	<input type="text" value="Afreeberg@gesmn.org"/>

Please check the respective box to indicate which population is served by Goodwil Easer Seals of MN

- ☒ MFIP ES
- ☐ DWP ES
- ☒ FSS
- ☐ Teen Parents
- ☐ 200% FPG
- ☐ Other

Please check the respective box to indicate if you have additional providers to add.

- ☐ I have entered all of the current Employment Service providers we work with.
- ☒ I have additional Employment Service providers to I need add.

List your current employment services provider(s). On the following question please check the respective box to indicate which population served. The list will be used to verify current providers available in Workforce One.

ES Provider Name	<input type="text" value="Hired"/>
Address	<input type="text" value="800 Minnehaha Avenue E., Suite 200 St. Paul, MN 55106"/>
Contact Person	<input type="text" value="Jennifer Swalboski"/>
Phone Number	<input type="text" value="651-328-2779"/>
Email	<input type="text" value="jennifer.swalboski@hired.org"/>

Please check the respective box to indicate which population is served by Hired

- ☒ MFIP ES
- ☐ DWP ES
- ☒ FSS
- ☐ Teen Parents
- ☐ 200% FPG
- ☐ Other

Please check the respective box to indicate if you have additional providers to add.

- ☐ I have entered all of the current Employment Service providers we work with.
- ☒ I have additional Employment Service providers to I need add.

List your current employment services provider(s). On the following question please check the respective box to indicate which population served. The list will be used to verify current providers available in Workforce One.

ES Provider Name	<input type="text" value="Hmong American Partnership"/>
Address	<input type="text" value="1075 Arcade Street, Saint Paul, MN 55106"/>
Contact Person	<input type="text" value="Mai Yer Thao"/>
Phone Number	<input type="text" value="651-495-9160"/>
Email	<input type="text" value="mayyert@hmong.org"/>

Please check the respective box to indicate which population is served by Hmong American Partnership

- ☒ MFIP ES
- ☐ DWP ES
- ☒ FSS
- ☐ Teen Parents
- ☐ 200% FPG
- ☐ Other

Please check the respective box to indicate if you have additional providers to add.

- ☐ I have entered all of the current Employment Service providers we work with.
- ☒ I have additional Employment Service providers to I need add.

List your current employment services provider(s). On the following question please check the respective box to indicate which population served. The list will be used to verify current providers available in Workforce One.

ES Provider Name	<input type="text" value="Ramsey County Public Health"/>
Address	<input type="text" value="90 Plato Blvd West, Suite 200, Saint Paul, MN 55107"/>
Contact Person	<input type="text" value="Kathy Filbert"/>
Phone Number	<input type="text" value="651-262-9502"/>
Email	<input type="text" value="kathy.filbert@co.ramsey.mn.us"/>

Please check the respective box to indicate which population is served by Ramsey County Public Health

- ☐ MFIP ES
- ☐ DWP ES
- ☐ FSS
- ☒ **Teen Parents**
- ☐ 200% FPG
- ☐ Other

Please check the respective box to indicate if you have additional providers to add.

- ☐ I have entered all of the current Employment Service providers we work with.
- ☒ **I have additional Employment Service providers to I need add.**

List your current employment services provider(s). On the following question please check the respective box to indicate which population served. The list will be used to verify current providers available in Workforce One.

ES Provider Name	<input type="text" value="Ramsey County Workforce Solutions"/>
Address	<input type="text" value="Metro Square, 121 7th Place E., Suite 2100, Saint Paul, MN 55101"/>
Contact Person	<input type="text" value="Lisa Guetzkow"/>
Phone Number	<input type="text" value="651-274-0607"/>
Email	<input type="text" value="lisa.guetzkow@co.ramsey.mn.us"/>

Please check the respective box to indicate which population is served by Ramsey County Workforce Solutions

- ☒ MFIP ES
- ☒ DWP ES
- ☒ FSS
- ☐ Teen Parents
- ☒ 200% FPG
- ☒ Other

Young Adult participants under age 25

Please check the respective box to indicate if you have additional providers to add.

- ☐ I have entered all of the current Employment Service providers we work with.
- ☒ I have additional Employment Service providers to I need add.

List your current employment services provider(s). On the following question please check the respective box to indicate which population served. The list will be used to verify current providers available in Workforce One.

ES Provider Name	<input type="text" value="YWCA Saint Paul"/>
Address	<input type="text" value="375 Selby Ave, Saint Paul, MN 55102"/>
Contact Person	<input type="text" value="Martika Lowers"/>
Phone Number	<input type="text" value="651-221-4680"/>
Email	<input type="text" value="mlowers@ywcastpaul.org"/>

Please check the respective box to indicate which population is served by YWCA Saint Paul

- ☒ MFIP ES
- ☐ DWP ES
- ☒ FSS
- ☐ Teen Parents
- ☐ 200% FPG
- ☐ Other

Please check the respective box to indicate if you have additional providers to add.

- ☒ I have entered all of the current Employment Service providers we work with.
- ☐ I have additional Employment Service providers to I need add.

Does your Tribal Nation / County (select one):

- ☒ **Have at least two employment and training service providers.**
Have a CareerForce center that provides multiple employment and training services, offers multiple services options under a collaborative effort, and can document that participants have choice among employment and training services designed to meet specialized needs.
- ☐ Intend to submit a financial hardship request. See following question.

Budget

In the budget table below, indicate the amount and percentage for each item listed for the budget line items for calendar years 2026 – 2027.

Also note:

- Refer to the 2026-27 Minnesota Family Investment Program (MFIP) Biennial Service Agreement (BSA) Guidelines Bulletin section, "Allowable Services under MFIP Consolidated Fund."
- Total percent must equal 100.
- Income maintenance administration is reasonable in comparison to the whole budget.
- Ensure the Emergency Assistance/Crisis Services plan is included if funds are allocated.
- All services must be an allowable expenditure under the MFIP Consolidated Fund
- Allocation amounts must be spent by the end of calendar year, remaining amounts does not roll over into the following year
- Medical expenditures are NOT allowable.

Helpful Tip: Write down the total budgeted amounts for 2026 and 2027, this information will be asked for in a later section in the BSA. You will want to have the total budget amounts for 2026 and 2027 when you get to that section.

2026 Budget Line Items: Please ensure that the percent total does NOT exceed 100%

	Budgeted Amount	Percent
Employment Services (DWP)	27569	1.49
Employment Services (MFIP)	10582	57.09
Emergency Services/Crisis Fund	27526	14.85
Administration (cap at 7.5% or up to 15% with an approved administrative cap waiver)	19460	10.50
Income Maintenance Administration	28075	15.15
Incentives (include the total amount of funds budgeted for participant incentives but don't include support services here)	50000	.27
Under 200% Services	12000	.65
Capital Expenditures	0	0
Other	0	0
Total	18,530	100

	Budgeted Amount	Percent
Employment Services (DWP)	0	0
Employment Services (MFIP)	1102	59.50
Emergency Services/Crisis Fund	2580	13.92
Administration (cap at 7.5% or up to 15% with an approved administrative cap waiver)	1976	10.66
Income Maintenance Administration	2780	15
Incentives (include the total amount of funds budgeted for participant incentives but don't include support services here)	5000	.27
Under 200% Services	1200	.65
Capital Expenditures	0	0
Other	0	0
Total	18,530	100

Public Input

Prior to submission, did the Tribal Nation / County solicit public input for at least 30 days on the contents of the agreement?

- ☒ Yes, public input was gathered for at least 30 days regarding the contents of this agreement.
- ☐ No, public input was *not* gathered for at least 30 days regarding the contents of this agreement.

Was public input received?

- ☐ Yes, public input was received and used.
- ☐ Yes, public input was received but *not* used.
- ☒ No public input was received.

Assurances

It is understood and agreed by the 2026 and 2027 board that funds granted pursuant to this service agreement will be expended for the purposes outlined in [Minnesota Statutes, section 142G](#); that the commissioner of the Minnesota Department of Children, Youth, and Families (hereafter department) has the authority to review and monitor compliance with the service agreement, that documentation of compliance will be available for audit; that the Tribal Nation/County make reasonable efforts to comply with all MFIP requirements, including efforts to identify and apply for available state and federal funding for services within the limits of available funding; and that the Tribal Nation/County agrees to operate MFIP in accordance with state law and federal law and guidance from the department.

Tribal Nations and Counties may use the funds for any allowable expenditures under [Minnesota Statute, 142G.76.2](#), including case management outlined in [Minnesota Statutes, section 142G](#).

This allocation is funded with 8% state funds and 92% federal TANF funds and paid quarterly.

Federal funds. Payments are to be made from federal funds. If at any time such funds become unavailable, this CONTRACT shall be terminated immediately upon written notice of such fact by STATE to Tribal Nation/County. In the event of such termination, Tribal Nation/County shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed. An amendment must be executed any time any of the data elements listed in 2 CFR 200.332 and this clause, including the Assistance Listing number, are changed, such as additional funds from the same federal award or additional funds from a different federal award. STATE has determined that Tribal Nation/County is a “contractor” and not a “subrecipient” pursuant to 2 C.F.R section 200.331.

Pass-through requirements. Tribal Nation/County acknowledges that, if it is a subrecipient of federal funds under this CONTRACT, Tribal Nation/County may be subject to certain compliance obligations. Tribal Nation/County can view a table of these obligations in the [Health and Human Services Grants Policy Statement, \[1\]](#) Exhibit 3 on page II-3, in addition to specific public policy requirements related to the federal funds here. To the degree federal funds are used in this contract, STATE and Tribal Nation/County agree to comply with all pass-through requirements, including each Party’s auditing requirements as stated in 2 C.F.R. § 200.332 (Requirements for pass-through entities) and [2 C.F.R. §§ 200.501-521 \(Subpart F – Audit Requirements\).](#)[2]

Tribal Nation / County Name (Must match the name associated with the Unique Entity Identifier)

Ramsey County

Tribal Nation / County Unique Entity Identifier (UEI): Effective April 4, 2022, the Unique Entity Identifier is the 12 character alphanumeric identifier established and assigned at [SAM.gov](https://sam.gov) to uniquely identify business entities and must match Tribal Nation / County name.

62RAM966

Federal Award Identification Number (FAIN): 2601MNTANF and 2701MNTANF

Federal Award Date: October 1, 2025 (projected) (The date of the award to the MN Dept. of Children, Youth, and Families.)

Period of Performance (please use words and numbers, for example: May 23, 2025)

Start Date

January 1, 2026

End Date

December 31, 2027

Budget period start and end date: January 1, 2026 – December 31, 2027

Amount of federal funds:

A. Total Amount Awarded to DCYF for this project: \$103,290,000 (projected)

B. Total Amount Awarded by DCYF for this project to Tribal Nation / County named above:

\$18,534,057

Federal Award Project description: Temporary Assistance for Needy Families (TANF)

Name

Federal Awarding Agency: Administration for Children and Families

MN Dept. of Children, Youth, and Families (DCYF)

Contact information of DHS's awarding official: Jovon Perry, Jovon.perry@state.mn.us.

Assistance Listings Number & Name (formerly known as CFDA No.): Payments are to be made from federal funds obtained by STATE through Catalog of Federal Domestic Assistance (CFDA) No.:

Number

93.558

Title

Temporary Assistance for Needy Families (TANF)

Total amount made available
at time of disbursement

100,290,000

Is this federal award related to research and development?

- ☒ No
☐ Yes

Indirect Cost Rate for this federal award is: up to 15% (including if the *de minimis* rate is charged)

SERVICE AGREEMENT CERTIFICATION

☒ Checking this box certifies that this 2026 - 2027 MFIP Biennial Service Agreement has been prepared as required and approved by the Tribal Nation / County board(s) under the provisions of Minnesota Statutes, section 142G.

State the name of the chair of the Tribal Nation / County board of commissioners or authorized designee, their mailing address and the name of the Tribal Nation / County.

Name (chair or designee)

Rafael E. Ortega

Mailing Address

15 West Kellogg Boulevard, 250 Courthouse, St. Paul, MN 55101

Tribal Nation / County

Ramsey County

If your Tribal Nation / County agency is unable to complete your BSA by October 15th, 2025, you will need to request an extension by emailing Jonathan.Hausman@state.mn.us. Please provide additional information about why you were not able to compete this form.

DATE OF CERTIFICATION (please use words and numbers, for example: September 23, 2025)

October 14, 2025

This content will change closer to the date

Board of Commissioners

Request for Board Action

Item Number: 2025-395

Meeting Date: 10/14/2025

Sponsor: Information Services

Title

Restore 2024 Information Technology Projects Appropriation

Recommendation

Authorize the County Manager to transfer up to \$3,114,817 from General Fund balance to restore the Information Technology Projects Appropriation closed out to fund balance as part of the 2024 budget closing process.

Background and Rationale

In the 2024 Ramsey County budget, the county board appropriated \$5,300,000 to the Information Technology Projects (ITP) budget. During the year, \$2,185,183 of this appropriation was allocated to Technology Governance Committee (TGC) approved projects. In accordance with established practice, the remaining balance should have been transferred to the ITP holding project prior to year-end to ensure availability for future approved projects.

This transfer was not completed, and during the budget closing process the unexpended funds were lapsed to fund balance. The TGC requests that the county board restore these funds to the ITP holding project so they may be applied to forthcoming projects as authorized by the committee.

County Goals (Check those advanced by Action)

☐ Well-being ☐ Prosperity ☐ Opportunity ☒ Accountability

Racial Equity Impact

Restoring these funds will allow continued investment in technology projects that support equitable access to county services and resources for all residents.

Community Participation Level and Impact

There is no community engagement involved with this request for board action.

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

Fiscal Impact

This action will restore 2024 ITP appropriation. Appropriate \$3,114,817 from General Fund balance to restore the ITP Appropriation closed out to fund balance as part of the 2024 budget closing process.

Last Previous Action

On December 12, 2023 the Ramsey County Board of Commissioners appropriated \$5,300,000 to the Information Technology Projects budget as part of the 2024-25 Ramsey County Operating Budget (Resolution B2023-245).

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2025-404

Meeting Date: 10/14/2025

Sponsor: Human Resources

Title

Minnesota Paid Leave Implementation

Recommendation

1. Authorize the County Manager to finalize negotiations and to execute an agreement with Metropolitan Life Insurance Company, 200 Park Avenue, New York, NY 10166 for the administration of Paid Family Medical Leave insurance, coupled with Short- and Long-Term Disability insurances, with services commencing January 1, 2026, and extending for a term of at least two years.
2. Authorize the County Manager to execute the agreement and execute amendments to the agreement in accordance with the county's procurement policies and procedures, in a form approved by the County Attorney's Office.

Background and Rationale

In May 2023, the Minnesota Legislature passed a bill to create a Paid Family Medical Leave (PFML) program called Minnesota Paid Leave. Starting January 1, 2026, Minnesota Paid Leave will offer payments and job protections to people who need time away from work for their own health or to care for a family member. Paid Leave helps Minnesotans stay financially stable while caring for their own well-being or being there for the people they love.

Nearly all employers are required to participate in Minnesota Paid Leave, regardless of employer size, revenue or the number of employees. Employers are automatically enrolled into the state's program. The plan is funded by a payroll tax with a 50% split between employee and employer. The premium tax rate for year 2026 is 0.88%, which translates to \$3,024,123 annually based on Ramsey County's current payroll. In subsequent years, the premium is anticipated to rise to the maximum rate of 1.1% or over \$3.8 million.

Employers can apply to opt-out of the state plan by providing an equivalent benefit either through a fully-insured or self-insured plan. Human Resources, in partnership with the County Attorney's Office and the Purchasing and Contracting Division, evaluated the cooperative solicitation performed by Sourcwell for PFML coverage. Of the qualifying carriers, Human Resources concluded that Metropolitan Life Insurance Company (MetLife) offers the most competitive option with the best employee experience.

MetLife offers a two-year rate guarantee for 0.79%, which translates to over \$1.3 million in savings over the next two years. The low rate requires that participants bundle with another fully insured product. The county reviewed its benefit offerings and determined the best solution is to transfer short- and long-term disability insurance to MetLife.

PFML works in tandem with short- and long-term disability insurance. Through MetLife, employees will have a streamlined experience navigating the leave landscape with a sophisticated digital claims portal and one claim number for concurrent PFML and disability claims. In addition, the premiums for short- and long-term disability will decrease compared to 2025 rates with the county's current carrier.

Human Resources recommends that the county secure a contract with MetLife for PFML, short-term disability, and long-term disability insurances. This is time sensitive, as the deadline to opt-out of the state plan is November 10, 2025, for coverage effective January 1, 2026. To meet the deadline, the recommendation is that the county board authorize the County Manager to execute the final negotiated agreement and execute amendments to the agreement with MetLife in accordance with the county's procurement policies and procedures, in a form approved by the County Attorney's Office.

County Goals (Check those advanced by Action)☒ Well-being☒ Prosperity☒ Opportunity☒ Accountability**Racial Equity Impact**

Expanding access to paid leave with employment protection for all employees fosters a more equitable work environment. Ramsey County recognizes that the state's platform is new and may create unintended barriers to access, which motivated the search for a vendor with national experience in PFML. By implementing a PFML program that focuses on the end-user, Ramsey County can support employees with balancing the needs of personal wellness, caring for loved ones, and the county's commitment to serving our residents.

Community Participation Level and Impact

While all residents who are qualifying workers are eligible for the state benefits of MN Paid Leave, this action is strictly operational and internal facing for Ramsey County employees. The residents of Ramsey County do not participate in the evaluation of or decisions regarding the county's employment policies.

☒ Inform☐ Consult☐ Involve☐ Collaborate☐ Empower**Fiscal Impact**

Starting January 1, 2026, premium deductions for PFML will begin. Ramsey County anticipated a payroll tax of 0.44% (one-half of the state premium of 0.88%). With MetLife as the PFML carrier, Ramsey County's contribution is the dollar equivalent of 0.395% of wages and the employee contribution is 0.395% of wages. These payroll deductions will be managed in the same method as all other benefit deductions.

Last Previous Action

Ramsey County Labor Relations and all collective bargaining units negotiated a 50/50 premium split during the most recent bargaining cycle:

1. On December 17, 2024, the Ramsey County Board of Commissioners approved the terms of the Collective Bargaining Agreements with International Union of Operating Engineers Local 49 (Resolution B2024-284); Teamsters 320 Correctional Officer IIIs (Resolution B2024-285); Eight American Federation of State, County and Municipal Employees (Resolution B2024-288).
2. On January 14, 2025, the Ramsey County Board of Commissioners approved the terms of the Collective Bargaining Agreements with Technical Employees Association (Resolution B2025-018); American Federation of State, County and Municipal Employees Local 8 Assistant County Attorneys (Resolution B2025-019).
3. On March 11, 2025, the Ramsey County Board of Commissioners approved the terms of the Collective Bargaining Agreement with Law Enforcement Labor Services Local 353 Emergency Communications Shift Supervisors (Resolution B2025-054).
4. On April 1, 2025, the Ramsey County Board of Commissioners approved the terms of the Collective Bargaining Agreements with Teamsters 320 Probation Officers (Resolution B2025-068); Teamsters 320 Correctional Officers I & II (Resolution B2025-069); Teamsters 320 Chief Correctional Officers (Resolution B2025-070).
5. On May 6, 2025, the Ramsey County Board of Commissioners approved the terms of the Collective Bargaining Agreements with Law Enforcement Labor Services Local 349 9-1-1 Telecommunicators and Public Safety Dispatchers (Resolution B2025-087); Ramsey County Supervisors Association (Resolution B2025-088); Law Enforcement Labor Services Local 184 - Deputy Sheriff Commanders

(Resolution B2025-095); Ramsey County Deputy Sheriff's Federation (Resolution B2025-096).

On October 7, 2025, the Ramsey County Board heard a presentation on MN Paid Leave and the recommendation to enter into agreement with MetLife.

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2025-432

Meeting Date: 10/14/2025

Sponsor: Board of Commissioners

Title

Settlement Agreement in *John and Amy Waters v. Ramsey County, et al.* (Court File No. 62-CV-23-4037).

Recommendation

1. Approve the settlement agreement with John and Amy Waters relating to Settlement Agreement in John and Amy Waters v. Ramsey County, et al. (Court File No. 62-CV-23-4037), totaling \$875,000.
2. Authorize the Chair and Chief Clerk to execute the settlement agreement.

Background and Rationale

In May 2019, Ramsey County received a report that Plaintiff Amy Waters caused an injury to one of three foster children placed with Plaintiffs on a pre-adoptive basis. Following the report, Plaintiffs allege they made multiple requests under the Minnesota Government Data Practices Act ("MGDPA") for information related to the report and Ramsey County's criminal and child protection investigations. On August 1, 2023, John and Amy Waters filed a civil action alleging (among other things) that Ramsey County violated the MGDPA on multiple occasions, and that as a result of those violations the three children were removed from Plaintiffs' home and their ability to adopt the three boys was terminated.

Plaintiffs and Ramsey County, on behalf of itself and its employee named as a defendant in her individual and official capacities, reached a settlement. The Board approved that settlement in a closed session on June 10, 2025.

County Goals (Check those advanced by Action)

☐ Well-being ☐ Prosperity ☐ Opportunity ☒ Accountability

Racial Equity Impact

There is no racial equity associated with this request for board action.

Community Participation Level and Impact

There is no community engagement associated with this request for board action.

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

Fiscal Impact

The County is self-insured, and the settlement agreement will be paid out of the County's tort liability fund.

Last Previous Action

On June 10, 2025, the Ramsey County Board met in a closed session to receive advice from and provide direction to the County Attorney's Office (Resolution B2025-119).

Attachments

1. Settlement Agreement

SETTLEMENT AGREEMENT AND RELEASE OF ALL CLAIMS

This Settlement Agreement and Release of All Claims is entered into this _____ day of _____, 2025:

WHEREAS, Amy and John Waters (“Plaintiffs”) have instituted legal proceedings against the County of Ramsey and Kathryn A. Fiega, Individually and in her capacity as an employee of Ramsey County (“Defendants”) in the District Court for the State of Minnesota, Second Judicial District, 62-CV-23-4037 (“the Litigation”).

WHEREAS, Plaintiffs are dismissing their claims against all Defendants, such dismissal being with prejudice, inclusive of all claims against Defendants, and contingent upon settlement on the terms set forth herein and for the consideration set forth herein; and

WHEREAS, Plaintiffs have offered to compromise all of their claims against the Defendants in the Litigation in exchange for a sum of money and other good and lawful consideration;

NOW, THEREFORE, in consideration of the premises and the mutual promises contained herein, it is agreed as follows.

1. Parties

This Settlement Agreement and Release of All Claims (“Agreement”) is made and entered into between Plaintiffs and Defendants, herein collectively referred to as “the Parties.”

2. Purpose

The purpose of this Agreement is to finally and fully resolve all matters, claims and issues, whether known or unknown, which were raised or which could have been raised in the Litigation. To avoid the risks, uncertainty, and costs associated with the Litigation, the Parties have agreed to compromise and settle this dispute and end the Litigation.

3. **Consideration**

In consideration of the Agreement and Plaintiffs' release of claims, as set forth herein, the Defendants agree to pay the sum of \$875,000 to Harper & Peterson, P.L.L.C. These payments shall constitute full and complete settlement of all claims asserted or which could have been asserted by Plaintiffs in the Litigation. The parties have also agreed to the following terms, which were read into the record on May 12, 2025, before Judge Leonardo Castro.

- a. By May 30, 2025, Ramsey County agrees to provide Plaintiffs with a copy of the Ramsey County criminal court file regarding Amy Waters, per the terms of the outstanding Order Temporarily Unsealing Expunged Criminal Record, dated April 22, 2025.
- b. By June 11, 2025, which is 30 days after May 12, 2025, the parties will work towards a letter stating the factual circumstances of Amy Waters' maltreatment appeal.
- c. After one year from the dismissal of this lawsuit, Ramsey County agrees to provide to Plaintiffs a summary of its actions regarding training efforts and applicable actions regarding the following:
 - i. Improve and implement Child Protections Services (CPS) investigative methods training. Including any efforts related to training on recording interviews, collecting relevant documents, investigating foster homes through a trauma-informed lens, and the inclusion of training on foster case Assessments versus Investigations.
 - ii. Implement proper CPS case and data management protocols to create consistency of data for reconsideration review.
 - iii. Data practices management protocols related to consistency and adherence to the requirements of the Minnesota Government Data Practices Act (MGDPA).
 - iv. Training regarding the MGDPA on subject of the data and foster parents.

The above-stated summations will be confidential and subject to the protective order.

- d. Within 30 days after issuance of the settlement check, Ramsey County will provide to Plaintiffs all emails sent and received by Kathryn Fiega to or from anyone regarding either Amy or John Waters from 2019 and 2020 and all emails sent and received by the Ramsey County Sheriff's Deputy, Matthew Solheid, who investigated the maltreatment allegations and swore out the criminal complaint against Amy Waters to or from anyone in 2019 and 2020.
 - i. Any of the emails subject to this request to which Ramsey County claims are privileged will be submitted to Judge Leonardo Castro for in camera review on the same date in which Ramsey County is to provide non-privileged documents to Plaintiffs.
 - ii. The result of the in camera review will be binding and non-appealable on all parties.
 - iii. Ramsey County will provide any emails to Plaintiffs not deemed privileged as the result of the in camera review within 30 days of the decision. No other remedy will be available related to this production or discovery.
- e. After dismissal of this lawsuit, should Plaintiffs wish to make a data request to Ramsey County pursuant to the MGDPA regarding any documents related to this lawsuit, the maltreatment case that is subject to this lawsuit, or the investigation thereof, or any other related data, Plaintiffs will first submit their request to Kristine Nogosek (kristine.nogosek@co.ramsey.mn.us), and/or the Acting Civil Division Director, who is currently Jada Lewis (jada.lewis@co.ramsey.mn.us).

4. **Full and Final Release of All Claims**

Plaintiffs for themselves, their heirs, successors, and assigns, do hereby release, acquit, and forever discharge Ramsey County and its current, former, and future employees, officers, past and present elected officials, directors, agents, departments, predecessors, successors and assigns, and their

respective heirs, successors, legal counsel, and assigns (hereinafter referred to collectively as "the Released Parties"), to the fullest extent permitted by law, from and against any and all claims, complaints, controversies, causes of action, demands, suits, damages, costs, obligations, liabilities, rights or damages of any nature, including claims for attorneys' fees, which they have ever had, may now have, or which may hereafter arise, whether known or unknown, on account of, or in any way arising out of the incident described in the Litigation, including but not limited to claims existing at any time up to and including the date of this Agreement and further agrees not to commence suit based upon any of the foregoing. This full and final release shall cover and include any and all future injuries and/or damages arising from the matters referred to in this Agreement, not now known to Plaintiffs but which may later develop or be discovered, including the effects or consequences thereof, and including all causes of action therefore. This expressly includes Plaintiffs' rights, if any, to appeal from dismissal of any or all of the claims in this Litigation.

5. **Plaintiffs Responsible for Subrogation and Liens**

Plaintiffs agree to assume full responsibility for settlement and reimbursement of any subrogation claims or liens, and further agrees to defend and indemnify and/or hold the Released Parties harmless against any insurers or governmental entities claiming subrogation rights or liens relating to the Litigation.

Plaintiffs hereby agree to hold harmless the Released Parties from any liability whatsoever to any person, entity, firm, or corporation beyond the consideration already paid as part of this release, including, without limitation, liability for other tort claims and constitutional claims, and/or actions for enforcement of any liens and including, without limitation, any subrogation claim and/or lien enforcement claim arising from payment of any insurance benefits, Medicare or Medicaid payments, medical assistance claim, or otherwise, which may now exist or hereafter

arise by reason of the matters referred to in the Complaint or other pleadings in the Litigation. It is agreed that all liens or any other obligations, statutory or otherwise, will be satisfied from the proceeds of the settlement.

6. **Plaintiffs' Ability to Execute Agreement and Receive Payment**

Plaintiffs expressly represent and warrant that they are able to execute this Agreement. Plaintiffs are each at least 18 years of age and mentally competent, and have consulted with attorneys and other professional advisers of their choice regarding this Agreement and its legal and tax consequences. Plaintiffs understand and voluntarily accept all the terms, conditions, and consequences of this Agreement. Plaintiffs expressly represent and warrant that they are not a party to any bankruptcy proceeding before any court.

7. **Stipulation of Dismissal**

Upon delivery of the settlement check, the Parties hereto agree to execute and file a Request for Approval of Settlement Pursuant to Minn. Stat. § 466.08. At the conclusion of the email disclosure and review process involving Judge Castro, pursuant to Section 3.d. of this Agreement, the Parties hereto agree to execute and file a Stipulation of Dismissal with Prejudice.

8. **Voluntary Agreement**

Plaintiffs acknowledge and agree that they have read and thoroughly discussed all aspects of this Agreement with their attorney, that they understand the Agreement's provisions, and that they sign and agree to this Agreement's terms voluntarily and without coercion.

9. **Full Satisfaction**

Plaintiffs understand and agree that acceptance of the above consideration is in full and complete satisfaction of the aforementioned claims including any and all claims for attorneys' fees,

and that payment of the above amount in settlement of this case is in no way or manner to be construed as an admission on the part of the Defendants, or of the liability of any Defendant.

10. **Settlement Forms**

Plaintiffs agree to approve and execute any forms necessary to obtain the above referenced settlement check, including W-9 and Medicare forms, and any forms to documents necessary to effectuate the dismissal of all claims against the Released Parties.

11. **Complete Agreement**

This Agreement contains and sets forth all the terms agreed upon by Plaintiffs and the Released Parties regarding Plaintiffs' claims. This Agreement contains the entire understanding and supersedes all other agreements and understandings relating to the subject matter of this Agreement.

12. **Severability**

If any provision of this Agreement is held to be illegal or invalid for any reason, the illegality or invalidity shall not affect the remaining provisions hereof, but such provision shall be fully severable, and this Agreement shall be construed and enforced as if the illegal or invalid provision had never been included herein.

13. **Tax Consequences**

Plaintiffs understand and acknowledge that the Defendants have made no representation or warranties to Plaintiffs as to any tax consequences of the settlement outlined in this Agreement and fully acknowledge that no tax advice or research has been provided to them by the Defendants. Plaintiffs fully acknowledge that they have not relied upon any such representation and agree not to make any such claim. Plaintiffs understand and agree that any tax consequences or liabilities arising from this Agreement are solely the responsibility of Plaintiffs. The Plaintiffs assert that this

settlement is based upon their claims under the MGDPA which allows for the recovery of tort-based damages and that the consideration paid is for personal injury damages including physical injuries and sickness that were recoverable under their claims. Ramsey County takes no position on these assertions, nor does it take a position as to the taxability of the settlement payment.

14. **Data Preservation**

Data concerning Plaintiffs shall be maintained and disclosed in accordance with the Minnesota Government Data Practices Act and other applicable laws.

15. **Agreement May Be Executed in Counterparts**

This Agreement may be executed in counterparts with the same force and effect as if executed in one complete document by the Parties and their respective attorneys.

16. **Effect of Agreement**

Plaintiffs agree that this Agreement binds them and also binds their heirs, executors, administrators, assigns, agents, partners, and successors in interest. Plaintiffs represent that no right, claim, or cause of action covered by this Agreement has been assigned or given to someone else, nor are any attorneys' fees owed to any counsel other than those that may be paid by the proceeds of this Agreement.

17. **No Admission of Liability**

The Released Parties admit no liability, and this Agreement shall not be treated as evidence of liability nor as an admission of liability or responsibility on behalf of the Released Parties.

18. **Costs and Disbursements**

All parties shall bear its own costs, disbursements, and attorney's fees.

19. **Subject to Approval by the Ramsey County Board of Commissioners**

This Agreement is subject to the approval of the Ramsey County Board of Commissioners and shall become binding on the Defendants and the County upon execution by the Board Chair, or her designee and the County Clerk, or his designee.

20. **Subject to Approval Pursuant to Minn. Stat. § 466.08**

Pursuant to Minn. Stat. § 466.08, this settlement is subject to approval by the District Court for the State of Minnesota, Second Judicial District.

ACCEPTED AND AGREED:

Plaintiff Amy Waters

Date: 09/22/2025

By: 

Amy Waters
2915 Payne Ave.
Little Canada, MN 55117

Plaintiff John Waters

Date: 09/22/2025

By: 

John Waters
2915 Payne Ave.
Little Canada, MN 55117

Date: 9/23/2025

By: 

Paul D. Peterson (#203919)
3040 Woodbury Drive
Woodbury, MN 55129-9617
Telephone: (651) 738-8539
Fax: (651) 738-8669
paulpeterson@harperandpeterson.com

Attorney for Plaintiffs

JOHN J. CHOI
RAMSEY COUNTY ATTORNEY

Date: October 1, 2025

By:  _____

Brett Bacon (#0400776)
 Kristine Nogosek (#0304803)
 Assistant Ramsey County Attorneys
 360 Wabasha Street North, Suite 100
 St. Paul, MN 55102
 (651) 627-5473 (Bacon)
 (651) 266-3230 (Nogosek)

ATTORNEYS FOR DEFENDANTS

For Defendants:

RAMSEY COUNTY

Date: _____

By: _____

Rafael E. Ortega
 Chair – County Board of
 Commissioners

By: _____

Jason Yang
 Chief Clerk – County Board of
 Commissioners

Board of Commissioners

Request for Board Action

Item Number: 2025-331

Meeting Date: 10/14/2025

Sponsor: Finance

Title

2026 Capital Improvement Program Bond Ordinance - Waive First Reading and Set Public Hearing Date

Recommendation

1. Waive the first reading of the proposed 2026 Capital Improvement Program Bond Ordinance.
2. Set the Public Hearing date of November 04, 2025, at 9 a.m. or as soon as possible thereafter, in the Council Chambers, third floor of Ramsey County Courthouse, 15 West Kellogg Boulevard, Saint Paul, MN, 55102 to afford the public an opportunity to comment on the proposed 2026 Capital Improvement Program Bond Ordinance.

Background and Rationale

Ramsey County issues general obligation bonds to finance capital improvement projects identified in the county's annual Capital Improvement Plan.

The County's Capital Improvement Plan and Budget for 2026 includes \$31.5 million in capital improvement projects to be financed by bonds. This bond authority is included in the proposed 2026 Bond Ordinance as a placeholder, giving Ramsey County the ability to issue bonds for specific projects.

The proposed 2026 Capital Improvement Program Bond Ordinance authorizes the issuance of General Obligation Capital Improvement Plan Bonds and sets the maximum principal amount of bond issuance at \$31.5 million. The total principal amount of bonds issued cannot be more, and may be less, than the maximum set in this proposed Ordinance. At a future date, the Ramsey County Board will be requested to approve the actual amount of bonds issued and to award the sale of bonds to the best bidder. This includes the county plans to issue up to \$12 million in tax-exempt bonds to finance the replacement of its Enterprise Resource Planning (ERP) system.

Project financing included in the proposed 2026 Bond Ordinance:

2026 Proposed CIP New / Major Renovations Projects	\$13,000,000
2026 Proposed CIP Maintenance Projects	\$ 6,500,000
2026 Proposed Technology	<u>\$12,000,000</u>
Total 2026 Bond Ordinance amount	\$31,500,000

The Ramsey County Home Rule Charter section 5.01.A.3 requires that certain acts of the Ramsey County Board shall be by ordinance, including: "Authorize the bonding and borrowing of money." The Ramsey County Home Rule Charter section 5.02 states each proposed ordinance shall receive two readings: first, at the time it is presented, and second, at the time of the public hearing as required by law. Both readings may be waived if a copy of the ordinance is supplied to each member of the Ramsey County Board prior to its introduction. In accordance with these requirements, the proposed 2026 Capital Improvement Program Bond Ordinance was provided to each commissioner prior to its introduction on October 14, 2025.

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

This action sets the date of the Public Hearing as November 4, 2025, at 9 a.m. or as soon thereafter as possible, in the Council Chambers. Persons who intend to testify are encouraged to sign up online at ramseycounty.us/chiefclerk prior to November 4, 2025. If in-person testimony is not feasible, comments may alternatively be provided via the following methods:

- Email: chiefclerk@ramseycounty.us
- Written letter to: Chief Clerk, 15 West Kellogg Blvd, 250 Courthouse, Saint Paul, MN 55102

County Goals (Check those advanced by Action)

☒ Well-being ☒ Prosperity ☒ Opportunity ☒ Accountability

Racial Equity Impact

This action by itself does not have a measurable racial equity impact, as the action is just one step in the ordinance process required by the Ramsey County Charter to issue bonds. Ramsey County plans to issue bonds to finance numerous capital improvement projects, each of which provides programs and services to the community. The racial equity impact should be considered by the county departments during the development of the associated programs and services for each capital project.

Community Participation Level and Impact

Ramsey County issues bonds to finance capital improvements identified in its annual capital improvement plan which is developed with public participation through the Capital Improvement Program Citizen's Advisory Committee (CIPAC), an advisory committee comprised of 14 residents, appointed by the Ramsey County Board, to assure public participation in the decision-making process. CIPAC reviews, rates, and recommends capital improvement projects. The Ramsey County Board also holds a public hearing as part of the Bond Ordinance process to afford the public an opportunity to comment on each proposed project. Direct community participation should be incorporated through the county departments in the development of the programs and services associated with each capital project.

☒ Inform ☒ Consult ☒ Involve ☐ Collaborate ☐ Empower

Fiscal Impact

The proposed 2026 Capital Improvement Program Bond Ordinance authorizes a maximum amount of bond issuance to finance the capital improvements identified in the county's 2026 Capital Improvement Program Budget and Financing Plan.

Last Previous Action

On April 4, 2025, the Ramsey County Board adopted the Enterprise Resource Planning Bond Reimbursement establishing procedures relating to compliance with reimbursement bond regulations under the Internal Revenue Code. (Resolution B2025-063).

Attachments

1. Proposed Ordinance
2. Notice of Publication Public Hearing
3. Proposed Schedule of Events

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10 OFFICIAL SUMMARY OF ORDINANCE
11 AUTHORIZING THE ISSUANCE OF
12 GENERAL OBLIGATION CAPITAL IMPROVEMENT BONDS
13 IN AN AGGREGATE AMOUNT NOT TO EXCEED \$31,500,000
14

15 This ordinance authorizes the issuance of bonds, notes or other obligations, in one or more series in
16 an aggregate principal amount not to exceed \$31,500,000 for capital improvement needs.
17
18
19

20 ORDINANCE NO. _____
21

22 AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION CAPITAL
23 IMPROVEMENT BONDS IN AN AGGREGATE AMOUNT NOT TO EXCEED \$31,500,000
24
25

26 A. WHEREAS, since 1989, Ramsey County, Minnesota (the “County”), has issued
27 bonds to finance capital improvements identified in a capital improvement plan developed with
28 citizen participation; and
29

30 B. WHEREAS, the Home Rule Charter of the County (the “Home Rule Charter”) is a
31 desirable source of authority for the issuance of such bonds; and
32

33 C. WHEREAS, the County’s proposed capital improvement budget for 2026
34 contemplates undertaking capital improvements financed in part by bonds, notes or other
35 obligations, in one or more series, in an estimated aggregate amount of \$31,500,000; and
36

37 NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE COUNTY OF
38 RAMSEY DOES ORDAIN as follows:
39

- 40 1. Authorization of Bonds - The bonding and borrowing of money by the issuance of general
41 obligation bonds, notes or other obligations, in one or more series from time to time as needed,
42 in an aggregate principal amount not to exceed \$31,500,000 plus the amount of any premium
43 paid with respect thereto (the “Bonds”) is hereby authorized to finance (1) the costs of
44 improvements set forth in the 2026 capital improvement budget of the County, as approved and
45 amended; (2) the costs of any other improvements set forth in the County’s capital
46 improvement budgets of any year and any other capital expenditures authorized by the County,

to the extent proceeds of the Bonds are not expended on improvements set forth in the 2026 capital improvement budget, as approved and amended. The amount authorized under this Ordinance is in addition to amounts previously authorized under prior ordinances of the County.

2. Bonding Procedure and Terms - The Bonds shall be scheduled for sale and awarded for sale by resolutions. The specific amount, maturities, interest rates and other terms and conditions of the Bonds and covenants with respect to the Bonds shall be set or made by resolution.
3. Taxes - The Bonds shall be general obligations to which the full faith and credit and taxing powers of the County are pledged. The Bonds may also be paid from interest earnings on the debt service account, and from any other moneys appropriated by the County Board. The taxes levied for the payment of the Bonds shall not limit or reduce the ability of the County to levy taxes for the payment of the costs of other capital improvements or obligations issued to finance the payment of such costs.
4. Authorization of Refunding Bonds - The bonding or borrowing of money by the issuance of bonds or other obligations to refund the Bonds is hereby authorized on the same basis as set forth in paragraphs 4 and 5 of Ordinance No. 93-292, authorizing the refunding of bonds issued prior to November 6, 1992. Further proceedings to schedule such refunding bonds for sale, to set the terms and conditions thereof, to make covenants with respect thereto and to award the sale thereof may be, and are hereby authorized to be, done or taken by resolution.
5. Referendum Upon Petition - This ordinance is subject to the ordinance procedure of the County's Home Rule Charter, including the holding of a referendum if a sufficient petition is filed within forty-five (45) days after its publication. Among other conditions to be met, a sufficient petition must be signed by registered voters of the County equal in number to ten percent (10%) of those who voted in the County for the office of President of the United States in the last general election.

**NOTICE OF
PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Ramsey County Board of Commissioners will hold a public hearing at 9 a.m., or as soon thereafter as possible, on Tuesday, November 04, 2025, in the Ramsey County Courthouse – Saint Paul City Hall (Council Chambers - Room 300), 15 West Kellogg Boulevard, Saint Paul, MN 55102.

This public hearing will be conducted in order to afford the public an opportunity to comment on the proposed 2026 Capital Improvement Program Projects ordinance. The maximum proposed bond issuance under this ordinance is \$31,500,000. The projects are summarized below:

Project financing included in the proposed 2026 Bond Ordinance:

2026 Proposed CIP New / Major Renovations Projects	\$13,000,000
2026 Proposed Technology Projects	\$12,000,000
2026 Proposed CIP Maintenance Projects	\$6,500,000
 Total 2026 Bond Ordinance amount	 \$31,500,000

The entire proposed Ordinance can be found on Ramsey County's web site www.ramseycounty.us (under the Public Notice section on the Ramsey County Board of Commissioners' page).

Persons who intend to testify are requested to contact the Chief Clerk – County Board prior to November 4, 2025. If in-person testimony is not feasible, comments may alternatively be provided via the following methods:

- **Email:** chiefclerk@ramseycounty.us
- **Written mail:** Chief Clerk, 15 W. Kellogg Blvd, Suite 250, Saint Paul, MN 55102

**OFFICIAL SUMMARY OF ORDINANCE
AUTHORIZING THE ISSUANCE OF
GENERAL OBLIGATION CAPITAL IMPROVEMENT BONDS
IN AN AGGREGATE AMOUNT NOT TO EXCEED \$31,500,000**

This ordinance authorizes the issuance of bonds, notes or other obligations, in one or more series in an aggregate principal amount not to exceed \$31,500,000 for capital improvement needs.

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION CAPITAL IMPROVEMENT BONDS IN AN AGGREGATE AMOUNT NOT TO EXCEED \$ 31,500,000

A. WHEREAS, since 1989, Ramsey County, Minnesota (the “County”), has issued bonds to finance capital improvements identified in a capital improvement plan developed with citizen participation; and

B. WHEREAS, the Home Rule Charter of the County (the “Home Rule Charter”) is a desirable source of authority for the issuance of such bonds; and

C. WHEREAS, the County’s adopted capital improvement budget for 2026 contemplates undertaking capital improvements financed in part by bonds, notes or other obligations, in one or more series, in an estimated aggregate amount of \$31,500,000.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE COUNTY OF RAMSEY DOES ORDAIN as follows:

1. Authorization of Bonds - The bonding and borrowing of money by the issuance of general obligation bonds, notes or other obligations, in one or more series from time to time as needed, in an aggregate principal amount not to exceed \$31,500,000 plus the amount of any premium paid with respect thereto (the "Bonds") is hereby authorized to finance (1) the costs of improvements set forth in the 2026 capital improvement budget of the County, (2) the costs of any other improvements set forth in the County's capital improvement budgets of any year and any other capital expenditures authorized by the County, to the extent proceeds of the Bonds are not expended on improvements set forth in the 2026 capital improvement budget due to changes occurring after the date hereof. The amount authorized under this Ordinance is in addition to amounts previously authorized under prior ordinances of the County.
2. Bonding Procedure and Terms - The Bonds shall be scheduled for sale and awarded for sale by resolutions. The specific amount, maturities, interest rates and other terms and conditions of the Bonds and covenants with respect to the Bonds shall be set or made by resolution.
3. Taxes - The Bonds shall be general obligations to which the full faith and credit and taxing powers of the County are pledged. The Bonds may also be paid from interest earnings on the debt service account, and from any other moneys appropriated by the County Board. The taxes levied for the payment of the Bonds shall not limit or reduce the ability of the County to levy taxes for the payment of the costs of other capital improvements or obligations issued to finance the payment of such costs.
4. Authorization of Refunding Bonds - The bonding or borrowing of money by the issuance of bonds or other obligations to refund the Bonds is hereby authorized on the same basis as set forth in paragraphs 4 and 5 of Ordinance No. 93-292, authorizing the refunding of bonds issued prior to November 6, 1992. Further proceedings to schedule such refunding bonds for sale, to set the terms and conditions thereof, to make covenants with respect thereto and to award the sale thereof may be, and are hereby authorized to be, done or taken by resolution.
5. Referendum Upon Petition - This ordinance is subject to the ordinance procedure of the County's Home Rule Charter, including the holding of a referendum if a sufficient petition is filed within forty-five (45) days after its publication. Among other conditions to be met, a sufficient petition must be signed by registered voters of the County equal in number to ten percent (10%) of those who voted in the County for the office of President of the United States in the last general election.

Ramsey County, Minnesota
General Obligation Capital Improvement Plan Bonds, Series 2026A
Proposed Schedule of Events

<u>Date</u>	<u>Event</u>
October 14	First Reading of Ordinance and Set Date for Public Hearing on Ordinance
November 4	Second Reading Ordinance and hold Public Hearing on Ordinance
November 18	Adoption of Bond Ordinance and considers Resolution Authorizing the Sale of the Bonds
January 10	End of Forty-five (45) day Referendum Petition period
February 9	Sale of the Series 2026A Bonds
February 10	Results of the Series 2026A Bonds sale presented to the County Board
March 12	Settlement of the Series 2026A Bonds, receipt of proceeds