
Sponsor: Property Management, Property Tax, Records & Election Services

Meeting Date: 8/23/2022

Title: Third Amendment to Lease Agreement with Badger Properties Riverview, LLC.

File Number: 2022-443

Background and Rationale:

Ramsey County Elections is the largest elections office in Minnesota, administering the state and county elections and carrying out the election's duties for 11 cities and five school districts. Elections' mission is to administer elections in Ramsey County in a fair, honest, impartial, accurate and efficient manner.

Since 2020, Ramsey County Elections has leased warehouse space with Badger Properties Riverview, LLC, to accommodate expanded operations due to the dramatic increase of physical supplies associated with the increase in voter participation, growth of mail balloting, personal protective equipment needed for 170 election-day polling places and up to 10 employees.

Ramsey County Elections is required by the state of Minnesota to retain certain election materials, such as completed ballots and voter registration applications, for 22 months following an election. To meet this requirement, Ramsey County Elections requires space that can securely store between 60 to 80 pallets of the retained election materials. The retained materials can assume over 1,000 square feet per election and there are regularly multiple elections falling within a single 22-month retention cycle.

Ramsey County Elections was notified in March 2022 that the current storage space in the Ramsey County Sheriff's Water Patrol building at 5 South Owasso Boulevard East, Little Canada, MN 55117 would no longer be available for use. With the loss of the space at the Water Patrol building, Ramsey County Elections requires additional storage space to meet the state of Minnesota retention requirement. Property Management negotiated the third lease amendment with Badger Properties Riverview, LLC, for additional space adjacent to the existing leased warehouse space, to accommodate the ongoing storage needs. All other terms and conditions of the lease remain the same.

Recommendation:

The Ramsey County Board of Commissioners resolved to:

1. Approve the Third Amendment to the Lease Agreement with Badger Properties Riverview, LLC, 421 Wabasha Street North, Suite 200, Saint Paul, Minnesota 55102 for an additional 5,000 square feet of warehouse space in the Riverview Business Center located at 105 State Street, Suite 200, Saint Paul, MN, 55107, for the period of September 1, 2022 through July 31, 2027.
2. Authorize the Chair and Chief Clerk to execute the lease amendment.

A motion to approve was made by Commissioner Carter, seconded by Commissioner Reinhardt. Motion passed.

Aye: - 7: Carter, Frethem, MatasCastillo, McDonough, McGuire, Ortega, and Reinhardt

By: 
Mee Cheng, Chief Clerk - County Board