



# Board of Commissioners

## Agenda

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

---

October 15, 2024 - 9 a.m.

Council Chambers - Courthouse Room 300

---

### ROLL CALL

### PLEDGE OF ALLEGIANCE

### LAND ACKNOWLEDGEMENT

1. **Agenda of October 15, 2024 is Presented for Approval** [2024-267](#)

Sponsors: County Manager's Office

Approve the agenda of October 15, 2024.

2. **Minutes from October 8, 2024 are Presented for Approval** [2024-268](#)

Sponsors: County Manager's Office

Approve the October 8, 2024 Minutes.

### ADMINISTRATIVE ITEMS

3. **Amendment to the Sole Source Agreement with Metropolitan Consortium of Community Developers for the Ramsey County Open to Business Program** [2024-418](#)

Sponsors: Community & Economic Development

1. Approve an amendment to the Sole Source Agreement with Metropolitan Consortium of Community Developers, 3137 Chicago Avenue South, Minneapolis, MN 55407, for the Ramsey County Open to Business Program for the period upon execution through October 21, 2025 in an amount not to exceed \$393,750.
2. Authorize the Chair and Chief Clerk to execute the amendment.

4. **Certification of Property Assessed Clean Energy Charges for Energy Improvements** [2024-456](#)

Sponsors: Community & Economic Development

1. Request the County Auditor to extend the proposed special assessment plus interest on the following property:  
Owner: IVP St. Paul MF Conversion, LLC  
Property Address: 386 Wabasha Street North, Saint Paul, MN 55102  
PIN: 06-28-22-12-0033  
Project Type: Roof, lighting, building envelop, energy efficiency Heating, Ventilation

and Air Conditioning (HVAC) improvements  
Assessment Request: \$15,789,000  
Interest Rate: 7.82 %  
Interest Starts Accruing: 01/01/2026  
Finance Period: 29 years

Such assessments shall be payable in equal annual principal and interest installments extending over the term of the special assessment. The first of the installments shall be payable with general property taxes in 2024, and shall bear interest at the rates per annum and interest start date stated above, and to the first installment shall be added interest on the entire assessment from the interest start date until December 31 of the tax payable year to which the first installment will be extended, and to each subsequent installment, when due, shall be added interest for one year on all unpaid installments and to each installment shall also be added the special assessment administration fee required by Minnesota Statutes section 429.061, subdivision. 5.

2. Direct the Chief Clerk to send a certified copy of this Resolution to the County Auditor to extend the assessment for IVP St. Paul MF Conversion, LLC on the property tax lists of the county.

**5. Acceptance of 2024 Local Affordable Housing Aid**

[2024-463](#)

Sponsors: Community & Economic Development

1. Accept the 2024 Local Affordable Housing Aid from the state of Minnesota in the amount of \$6,011,349.
2. Authorize the County Manager to establish a project for Local Affordable Housing Aid in the Community and Economic Development and Housing Stability Departments.
3. Authorize the County Manager to accept future Local Affordable Housing Aid amounts from the state of Minnesota.

**6. Transfer of Excess Municipal County State Aid Highway Funds**

[2024-459](#)

Sponsors: Public Works

Authorize the County Engineer to request from the Minnesota Department of Transportation State Aid for Local Transportation, a transfer of \$1,215,086 from the County's Municipal State Aid fund balance to its Regular County State Aid fund balance.

**7. County Burial Assistance Program Rate Increase**

[2024-462](#)

Sponsors: Financial Assistance Services

Approve an increase to Ramsey County's Burial Assistance Program rates.

**8. Reappointment of Ramsey County Assessor**

[2024-371](#)

Sponsors: Information and Public Records

Reappoint Patrick Chapman as the Ramsey County Assessor effective January 1, 2025 through December 31, 2028.

**COUNTY CONNECTIONS**

**OUTSIDE BOARD AND COMMITTEE REPORTS**

---

**BOARD CHAIR UPDATE****ADJOURNMENT**

Following County Board Meeting:

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

10:30 a.m.(est.) Closed Meeting -\*\*CLOSED TO PUBLIC\*\*

Re: Cybersecurity Update

Courthouse Room 220, Large Conference Room

12:00 p.m. Closed Meeting -\*\*CLOSED TO PUBLIC\*\*

Re: Rice Creek Commons/TCAAP JDA

Courthouse Room 220, Large Conference Room

1:30 p.m. Board Workshop: 2025 Legislative Platform Proposals and Update

Courthouse Room 220, Large Conference Room

Public access via Zoom:

Webinar ID: 949 5333 8288 | Passcode: 935830 | Phone: 651-372-8299

Advance Notice:

October 22, 2024 No county board meeting – Mpact Transit & Community Conference

October 29, 2024 No county board meeting – 5th Tuesday

November 05, 2024 County board meeting – Council Chambers

November 12, 2024 County board meeting – Council Chambers



# Board of Commissioners

## Request for Board Action

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

---

**Item Number:** 2024-267

**Meeting Date:** 10/15/2024

---

**Sponsor:** County Manager's Office

**Title**

Agenda of October 15, 2024 is Presented for Approval

**Recommendation**

Approve the agenda of October 15, 2024.



# Board of Commissioners

## Request for Board Action

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

---

**Item Number:** 2024-268

**Meeting Date:** 10/15/2024

---

**Sponsor:** County Manager's Office

**Title**

Minutes from October 8, 2024 are Presented for Approval

**Recommendation**

Approve the October 8, 2024 Minutes.

**Attachments**

1. October 8, 2024 Minutes

# Board of Commissioners Minutes

---

**October 8, 2024 - 8:30 a.m.**

**Council Chambers - Courthouse Room 300**

---

The Ramsey County Board of Commissioners met in regular session at 8:32 a.m. with the following members present: Frethem, McGuire, Moran, Ortega, Xiong and Chair Reinhardt. Also present were Ling Becker, County Manager, and Jada Lewis, Civil Division Director, Ramsey County Attorney's Office.

## **ROLL CALL**

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

## **PLEDGE OF ALLEGIANCE**

## **LAND ACKNOWLEDGEMENT**

Read by Commissioner Xiong.

1. Agenda of October 8, 2024 is Presented for Approval [2024-265](#)

Sponsors: County Manager's Office

Approve the agenda of October 8, 2024.

Motion by Ortega, seconded by McGuire. Motion passed.

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

2. Minutes from October 1, 2024 are Presented for Approval [2024-266](#)

Sponsors: County Manager's Office

Approve the October 1, 2024 Minutes.

Motion by McGuire, seconded by Xiong. Motion passed.

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

## **PROCLAMATION**

3. Proclamation: Hispanic Heritage Month [2024-386](#)

Sponsors: Human Resources

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

## **ADMINISTRATIVE ITEMS**

6. Ramsey County Solid Waste Management Plan 2024-2042 [2024-454](#)

Sponsors: Public Health

1. Adopt the Ramsey County Solid Waste Management Plan 2024-2042.

2. Authorize Saint Paul - Ramsey County Public Health to submit the Solid Waste Management Plan to the Commissioner of the Minnesota Pollution Control Agency for review and approval.

Motion by Xiong, seconded by Ortega. Motion passed.

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

Resolution: B2024-195

7. Amendment to the Agreement with Minnesota Housing Finance Agency for the Family Homeless Prevention and Assistance Program [2024-438](#)

Sponsors: Housing Stability

1. Approve an amendment to the agreement with Minnesota Housing Finance Agency for Family Homeless Prevention and Assistance Program for the period upon execution through September 30, 2025, in the amount of \$1,218,060, in accordance with the rates established in the agreement.
2. Authorize the Chair and Chief Clerk to execute the grant agreement.
3. 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.

Motion by Xiong, seconded by Ortega. Motion passed.

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

Resolution: B2024-196

8. Salary Plan and Grade of Shelter Wellness Assistant and Shelter Wellness Supervisor Job Classifications - Unclassified, Seasonal [2024-450](#)

Sponsors: Human Resources

Approve designation of two new job classifications within the Housing Stability Department to the unclassified service in accordance with Minnesota Statutes 383A.286, Subdivision 3

- Job Classification: Shelter Wellness Assistant - Unclassified, Seasonal
  - Schedule: 01A
  - Grade: 22
  - Annual Salary Range: \$51,331 - \$75,621
- Job Classification: Shelter Wellness Supervisor - Unclassified, Seasonal
  - Schedule: 01A
  - Grade: 25
  - Annual Salary Range: \$57,556 - \$84,875

Motion by Xiong, seconded by Ortega. Motion passed.

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

Resolution: B2024-197

10. Extension of the Countywide Unclassified Limited Duration Appointments [2024-394](#)

Sponsors: Human Resources

1. Approve the extension of 98.0 unclassified limited duration positions for the COVID-19 response beyond the end of the emergency declaration as long as a 1) a business need exists, including continued COVID-19 response or recovery operations or urgent, limited time frame high priority needs; 2) funding is available; and 3) not to exceed the end of 2026 without further board action.
2. Approve an additional 2.0 unclassified limited duration positions for the COVID-19 response beyond the end of the emergency declaration as long as a 1) a business need exists, including continued COVID-19 response or recovery operations or urgent,

limited time frame high priority needs; 2) funding is available; and 3) not to exceed the end of 2026 without further board action.

Motion by Xiong, seconded by Ortega. Motion passed.

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

Resolution: B2024-198

**11. America Rescue Plan Update and Request for Technical Change**

[2024-444](#)

Sponsors: Finance

1. Approve the use of up to \$29,000,000 of the remaining unexpended American Rescue Plan Act awards to pay for personnel costs in the Ramsey County Operating Budget; and authorize these funds to be moved to general fund fund balance to accomplish this purpose.
2. Authorize the County Manager to create American Rescue Plan Act project accounts and use up to \$29,000,000 of general fund fund balance to fund projects aligned with each of the original American Rescue Plan Act-funded projects listed in this Request for Board Action.
3. Authorize the County Manager to enter into agreements and execute amendments to agreements and contracts in accordance with the county's procurement policies and procedures, provided the amounts are within the limits of the funding.

Motion by Xiong, seconded by Ortega. Motion passed.

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

Resolution: B2024-199

**4. Grant Agreement with Substance Abuse Mental Health and Services Administration for Mental Health Urgent Care**

[2024-431](#)

Sponsors: Social Services

1. Ratify the submittal of the grant application to the Substance Abuse and Mental Health Services Administration for Mental Health Urgent Care.
2. Accept a grant award and approve a grant agreement with Substance Abuse and Mental Health Services Administration for the period upon execution through September 29, 2025, in the amount of \$1,000,000 with three additional one-year renewals.
3. Authorize the Chair and Chief Clerk to execute the grant agreement.
4. Authorize the County Manager to execute amendments to the grant agreement in the form approved by the County Attorney's Office.
5. Authorize the County Manager to enter into agreements and execute amendments to the agreement in accordance with the county's procurement policies and procedures, provided the amounts are within the limits of grant funding.

Discussion can be found on archived video.

Motion by Frethem, seconded by Xiong. Motion passed.

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

Resolution: B2024-200

**5. Funding Allocation from the Minnesota Department of Children, Youth and Families for Minnesota African American Family Preservation and Child Welfare Disproportionality Act**

[2024-448](#)

Sponsors: Social Services

1. Accept the funding allocation from the Minnesota Department of Children, Youth and



Families for the implementation of the Minnesota African American Family Preservation and Child Welfare Disproportionality Act, in the amount of \$3,000,000.

2. Authorize the County Manager to execute grant agreement and amendments in a form approved by the County Attorney's Office.
3. Authorize the County Manager to enter into agreements and execute amendments to the agreement in accordance with the county's procurement policies and procedures, provided the amounts are within the funding allocation.

Discussion can be found on archived video.

Motion by Xiong, seconded by Moran. Motion passed.

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

Abstain: Frethem

Resolution: B2024-201

**9. Amendment to Agreement with United Healthcare Insurance Company for Regular Retiree Medical Insurance**

[2024-464](#)

Sponsors: Human Resources

1. Approve the amendment to the agreement with United Healthcare Insurance Company, 9900 Bren Road East, Minnetonka, MN 55343 for regular retiree medical insurance plans for the period of January 1, 2025 to December 31, 2025 and may be renewed for up to three additional one-year periods.
2. Authorize the County Manager to finalize negotiations and execute the amendment.
3. Authorize the County Manager to execute amendments to the agreement in accordance with the county's procurement policies and procedures provided the amounts are within the limits of available funding.

Discussion can be found on archived video.

Motion by Ortega, seconded by Xiong. Motion passed.

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

Nay: Frethem

Resolution: B2024-202

## **COUNTY CONNECTIONS**

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

## **OUTSIDE BOARD AND COMMITTEE REPORTS**

Discussion can be found on archived video.

## **BOARD CHAIR UPDATE**

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

## **ADJOURNMENT**

Chair Reinhardt declared the meeting adjourned at 9:57 a.m.

# Board of Commissioners

## Request for Board Action

**Item Number:** 2024-418

**Meeting Date:** 10/15/2024

**Sponsor:** Community & Economic Development

### Title

Amendment to the Sole Source Agreement with Metropolitan Consortium of Community Developers for the Ramsey County Open to Business Program

### Recommendation

1. Approve an amendment to the Sole Source Agreement with Metropolitan Consortium of Community Developers, 3137 Chicago Avenue South, Minneapolis, MN 55407, for the Ramsey County Open to Business Program for the period upon execution through October 21, 2025 in an amount not to exceed \$393,750.
2. Authorize the Chair and Chief Clerk to execute the amendment.

### Background and Rationale

Metropolitan Consortium of Community Developers' (MCCD) Open to Business program helps new and early-stage businesses access the technical assistance they need to grow and prosper by providing advice and counseling to clients, helping them achieve their entrepreneurial goals. MCCD provides zero cost, on-site business services specialists to work with city and county staff in such areas as start-up and expansion financing, business plan development, licensing, zoning and regulatory issues, and financial management. MCCD also offers access to low interest loans and other services on a fee-for-service basis. This is a cost-effective way of providing another level of small and medium-sized business assistance to our businesses in order to retain and grow jobs in Ramsey County.

The Ramsey County Open to Business Program addresses an important gap in the spectrum of business retention and expansion tools in the county. When combined with current activities like CEO Next, business loans, infrastructure improvements and selective property abatements, the county would provide services across the business continuum. In addition, the county is engaging community organizations about small business technical assistance needs and plans to release a competitive solicitation in 2025 to increase availability of services to support economic competitiveness, innovation, and transformation.

The program has provided assistance to hundreds of small businesses and entrepreneurs in Ramsey County obtaining highly successful results; therefore, it gained a natural path for continuation.

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

☐ Well-being ☒ Prosperity ☒ Opportunity ☐ Accountability

### Racial Equity Impact

The foundation of the Open to Business (OTB) program is to reduce the barriers of access to information when considering starting or expanding a business. The OTB program offers direct entrepreneurial technical assistance/business loans to anyone seeking it. Data from other participating communities suggests strong participation from future entrepreneurs of color and Ramsey County will apply racial equity principles.

Since its inception in late 2019, OTB has steadily increased its businesses served. This also includes steady

increase in its service to BIPOC owned businesses, woman owned businesses and low-income business owners. In 2019, 8% of business owners served were racially and ethnically diverse and as of 2023 that has increased to over 60%. In 2024 the rate has been maintained.

**Community Participation Level and Impact**

This is an important program that comes from our Ramsey County cities requests for the county's support for service. The county is well positioned to support this program due to challenges scaling a program with individual cities.

In addition to meeting 1:1 with business owners, MCCD has monthly office hours in the community and regularly reviews the efficacy of these sessions to ensure maximum impact. Office hours are currently offered in several cities with both morning and afternoon availability.

☒ Inform      ☒ Consult      ☒ Involve      ☒ Collaborate      ☒ Empower

**Fiscal Impact**

Funding is available in the 2024-2025 Community and Economic Development budget.

**Last Previous Action**

On August 13, 2019, the Ramsey County Board approved the sole source agreement with Metropolitan Consortium of Community Developers for the Ramsey County Open to Business Program, for the period of August 14, 2019 through August 13, 2022, in an amount not to exceed \$1,125,000 (Resolution B2019-193).

**Attachments**

1. Open to Business Contract Amendment

## Amendment to CED000014

The Agreement between Ramsey County, a political subdivision of the State of Minnesota, on behalf of Office of Economic Growth Community Investment, 15 East Kellogg Blvd, Suite 250, Saint Paul, MN 55101 ("County") and Metropolitan Consortium of Community Developers, 3137 Chicago Avenue, Minneapolis, MN 55407-1532, 3137 Chicago Avenue, Minneapolis, MN 55407-1532, doing business as (DBA) Open to Business, registered as a Nonprofit Corporation in the State of Minnesota ("Contractor") is hereby amended:

In this Amendment, deleted terms will be ~~struck out~~ and added terms will be **underlined and bolded**, except where described otherwise.

**Revision 1:** Section 1.1 of the Agreement is amended as follows:

**1.1.**

The ~~original~~ term of this Agreement shall be from January 22, 2024 through October 21, ~~2024~~ **2025** and may not be renewed.

**Revision 2:** Section 4. of the Agreement is amended as follows:

**4.1.**

The County shall pay the Contractor a not to exceed amount of \$ ~~168,750.00~~ **393,750.00** over the life of the contract according to the agreed to rates.

**4.2.**

The County shall pay the Contractor the following unit rates:

The Contract amount will be paid upon receipt of invoice contingent upon Contractor submitting the required reports on a quarterly basis at a rate of \$~~56,250.00~~ **112,500.00**.

The Contractor may not submit invoices more than once a month.

**2.**

Except as modified herein, the terms of the Agreement shall remain in full force and effect.

# Board of Commissioners

## Request for Board Action

**Item Number:** 2024-456

**Meeting Date:** 10/15/2024

**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: IVP St. Paul MF Conversion, LLC  
Property Address: 386 Wabasha Street North, Saint Paul, MN 55102  
PIN: 06-28-22-12-0033  
Project Type: Roof, lighting, building envelop, energy efficiency Heating, Ventilation and Air Conditioning (HVAC) improvements  
Assessment Request: \$15,789,000  
Interest Rate: 7.82 %  
Interest Starts Accruing: 01/01/2026  
Finance Period: 29 years  
Such assessments shall be payable in equal annual principal and interest installments extending over the term of the special assessment. The first of the installments shall be payable with general property taxes in 2024, and shall bear interest at the rates per annum and interest start date stated above, and to the first installment shall be added interest on the entire assessment from the interest start date until December 31 of the tax payable year to which the first installment will be extended, and to each subsequent installment, when due, shall be added interest for one year on all unpaid installments and to each installment shall also be added the special assessment administration fee required by Minnesota Statutes section 429.061, subdivision. 5.
2. Direct the Chief Clerk to send a certified copy of this Resolution to the County Auditor to extend the assessment for IVP St. Paul MF Conversion, 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 is required to adopt by resolution each assessment. This action is the 20th certification of PACE OF MN special assessments; the first was completed December 22, 2015. With these special assessments, property owners have invested over \$46.7 million in energy improvements.

**New Assessment**

The following property owner has submitted an application to SPPA:

Owner: IVP St. Paul MF Conversion, LLC  
Property Address: 386 Wabasha Street North, Saint Paul, MN 55102  
PIN: 06-28-22-12-0033  
Project Type: Roof, lighting, building envelop, energy efficiency Heating, Ventilation and Air Conditioning (HVAC) improvements  
Assessment Request: \$15,789,000  
Interest Rate: 7.82 %  
Interest Starts Accruing: 01/01/2026  
Finance Period: 29 years

SPPA has reviewed the application of IVP St. Paul MF Conversion, 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 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 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) [≤](#)

<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 Community and Economic Development and Property Tax, Records and Election Services and included in the biennial operating budget.

### **Last Previous Action**

On October 1, 2024, the Ramsey County Board approved to extend a Certification of Property Assessed Clean Energy assessment plus interest on Court West Business LLC in the amount of \$353,000 (Resolution B2024-190).

### **Attachments**

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



August 28, 2024

Peiyu Phua  
Ramsey County  
Community and Economic Development  
15 West Kellogg Boulevard, 210 Courthouse  
Saint Paul, MN 55102

Dear Peiyu:

The Saint Paul Port Authority is requesting the Ramsey County Board to approve a Property Assessed Clean Energy (PACE) special assessment on the following parcels as requested by the property owners:

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Assessment Amount</u>	<u>Amortization (years)</u>	<u>Interest Rate (%)</u>
IVP St.Paul MF Conversion LLC	062822120033	\$15,789,000	29	7.82%

As the administrator of PACE for Ramsey County, the Port Authority has reviewed this assessment and it has determined that the project conforms with the Minnesota PACE statutes. The current expected interest rate is **7.82%** and the term will be **29 years beginning in 2026**. I have attached the PACE application from the property owner and the energy assessment. Once the financing has closed, a final amortization schedule will be provided to the County

We are requesting your Board to take action on this request at its next available meeting.

Please let me know if you have any questions or concerns. I can be reached at 651-204-6216 if you would like to discuss this. Thank you for your help with this exciting project.

Sincerely,

A handwritten signature in blue ink that reads 'Holly Huston'.

Holly Huston  
VP Finance  
HKH





## Property Assessed Clean Energy - PACE OF MN

Project/Assessment Tracking Sheet

\$ 46,741,759.50

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	<del>\$ 46,000.00</del> 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

\$ 46,741,759.50

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 <sup>th</sup> 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	20	<del>5.75%</del>	10/15/2021	Roof replacement and insulation, HVAC equipment, LED lighting, building envelope, window replacement and glazing, and building insulation	4
					<b>Amendment</b>	B2023-130			<b>6.15%</b>			
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

\$ 46,741,759.50

PIN	Owner	Address	City	Zip	Assessment Date	Resolution #	Amount	Term (Years)	Interest Rate	Accrual Date	Improvements	Commissioner District
07-28-22-14-0154	Michael Jurayj	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	<del>\$ 9,661,690.00</del> \$ 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
34-29-22-43-1573 31-29-22-43-1572	HFS 428, LLC	428 Minnesota St	Saint Paul	55101	12/13/22 <i>Amendment</i>	B2022-299	\$ 882,000.00 \$ 733,683.50	10 8	4.25% 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
PROPOSED												
06-28-22-12-0033	IVP St. Paul MF Conversion, LLC	386 Wabasha Street North	Saint Paul	55102			\$ 15,789,000.00	29	7.82%	1/1/2026	Roof, lighting, building envelop, energy efficiency HVAC improvements	5
29-29-23-32-0036	Court West Business LLC	2610 University Ave West	Saint Paul	55114			\$ 353,000.00	10	5.50%	1/1/2025	Energy efficient HVAC	3
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:** 2024-463

**Meeting Date:** 10/15/2024

**Sponsor:** Community & Economic Development

**Title**

Acceptance of 2024 Local Affordable Housing Aid

**Recommendation**

1. Accept the 2024 Local Affordable Housing Aid from the state of Minnesota in the amount of \$6,011,349.
2. Authorize the County Manager to establish a project for Local Affordable Housing Aid in the Community and Economic Development and Housing Stability Departments.
3. Authorize the County Manager to accept future Local Affordable Housing Aid amounts from the state of Minnesota.

**Background and Rationale**

Local Affordable Housing Aid (LAHA) is a new funding source made available through the state of Minnesota to all metropolitan counties and some metropolitan cities. State statute dictates its eligible uses with a focus on affordable housing projects, programs by nonprofit housing providers and rental assistance. Ramsey County will receive \$6,011,349 in LAHA funds in 2024. The first payment of \$3,005,674 was received on July 9, 2024, and the second payment will arrive in December 2024. The funding is source is a sales tax that is collected across the seven-county metropolitan area. The 2024 aid amount includes tax revenue collected between October 2023 and February 2024. Future aid amounts will collect revenue throughout the entire year.

Ramsey County plans to use its 2024 LAHA to invest in housing supply and homeless prevention programs. This direction was affirmed by the Ramsey County Board of Commissioners at a board workshop on August 6, 2024. At this workshop, the Community and Economic Development (CED) department presented plans to support and stabilize existing affordable housing buildings, particularly permanent supportive housing units. The Housing Stability department (HSD) presented plans to focus on homeless prevention programs, diversion, and rental assistance. Approximately \$5,000,000 would go towards the stabilization of existing units and approximately \$1,000,000 would go towards housing stability programs and assistance.

CED and HSD will work with Finance and the County Attorney's Office to ensure that all uses of funding are allowable under state statute, that all county solicitation and procurement processes align with approved policies and procedures, and that all state reporting requirements are met.

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

☒ Well-being      ☒ Prosperity      ☒ Opportunity      ☒ Accountability

**Racial Equity Impact**

Ramsey County has large racial disparities between residents of color and white residents in the housing sector. These disparities include a disproportionate number of African American and American Indian residents experiencing homelessness compared to white residents. Generally, residents of color are more likely to rent than own their own home and be cost-burdened by housing costs compared to white residents. To undo these historical and lasting inequities, investment is needed in communities where wealth has been extracted over time.

LAHA funds will be used to implement eligible strategies from the Ramsey County Economic Competitiveness and Inclusion Plan by investing in projects and programs that specifically aim to reduce racial disparities in housing. These strategies include the stabilization and preservation of deeply affordable rental units. The Heading Home Ramsey Needs Assessment also illustrates the racial disparities in the homeless response system and advocates for additional resources in homeless prevention.

**Community Participation Level and Impact**

HSD actively engages community through Heading Home Ramsey and other collaborative decision-making groups. HSD engaged with the Stable Housing is Priority (SHiP) Collaborative to learn more about emergency rental assistance and other prevention needs and presented the learnings to the County Board in November 2023 and August 2024. In preparation for LAHA, CED engaged with affordable housing providers, landlords and developers to learn about their challenges and how additional investment could stabilize their portfolios and then expand supply to meet the community's housing needs.

☒ Inform      ☐ Consult      ☐ Involve      ☐ Collaborate      ☐ Empower

**Fiscal Impact**

The 2024 Local Affordable Housing Aid funds, totaling \$6,011,349, must be accepted by the Ramsey County Board. The first payment for the 2024 LAHA amount was received in July 2024 and a second payment will arrive in December 2024. Per state statutes, LAHA funds cannot be used to supplant existing local investments along the housing continuum. They must be used to sustain and expand local investment.

**Last Previous Action**

On August 6, 2024, the Ramsey County Board of Commissioners hosted a board workshop to discuss Local Affordable Housing Aid.

**Attachments**

None.

# Board of Commissioners

## Request for Board Action

**Item Number:** 2024-459

**Meeting Date:** 10/15/2024

**Sponsor:** Public Works

**Title**

Transfer of Excess Municipal County State Aid Highway Funds

**Recommendation**

Authorize the County Engineer to request from the Minnesota Department of Transportation State Aid for Local Transportation, a transfer of \$1,215,086 from the County's Municipal State Aid fund balance to its Regular County State Aid fund balance.

**Background and Rationale**

The County State Aid Highway (CSAH) funding that the county receives yearly comes from the Highway User Tax Distribution Fund through revenues generated by the state gas tax, license fees, and motor vehicle sales tax.

Minnesota Statutes 162.08, subdivision 4(d) provides that accumulated Municipal CSAH fund balances in excess of two years' municipal account apportionments may be transferred to a county's regular CSAH balance for use outside of municipalities that are under 5,000 in population when the county's board of commissioners approves that transfer. The two-year municipal account apportionments are just over \$700,000. Ramsey County has a balance of \$2,015,086, which is \$340,531 more than the maximum allowed balance of \$1,674,555, which is determined by the state aid office.

To prevent a reduction of \$340,531 in CSAH funds that are allocated to the county in 2025, a minimum of \$340,531, but no more than \$1,215,086, must be transferred from the Municipal CSAH balance to the Regular CSAH fund balance. These funds are used to finance the Ramsey County Transportation Improvement Program.

The transfer of funds from the Municipal CSAH account to the Regular CSAH account does not adversely affect any of the cities in Ramsey County with a population under 5,000 because funds from the Regular CSAH account can be used on the county roads within those communities.

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

☐ Well-being      ☐ Prosperity      ☐ Opportunity      ☒ Accountability

**Racial Equity Impact**

There is no racial equity impact with the transfer of these funds.

**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 transfer \$1,215,086 from the County's Municipal State Aid fund balance to its Regular

County State Aid fund balance is necessary to prevent a penalty or reduction in county allotted CSAH funds for 2025.

**Last Previous Action**

On December 15, 2020, the Ramsey County Board of Commissioners authorized the County Engineer to request from the Minnesota Department of Transportation State Aid for Local Transportation, a transfer of \$341,463 from the county's Municipal County State Aid Highway (CSAH) fund balance to its Regular CSAH fund balance (Resolution B2020-255).

**Attachments**

None.

# Board of Commissioners

## Request for Board Action

**Item Number:** 2024-462

**Meeting Date:** 10/15/2024

**Sponsor:** Financial Assistance Services

**Title**

County Burial Assistance Program Rate Increase

**Recommendation**

Approve an increase to Ramsey County's Burial Assistance Program rates.

**Background and Rationale**

Minnesota Statutes 261.035 require counties to pay for the funeral and final disposition of a resident who dies without the means to cover costs. The Ramsey County Board of Commissioners established policies for the County Burial Assistance Program and the Financial Assistance Services (FASD) department developed procedures to communicate and implement the policy.

The current burial assistance rate provided by Ramsey County was last updated in 2016. From January 1, 2023 to December 31, 2023, 498 applications were approved. The average payment of an approved application was \$1,347. From January 2, 2024 to October 6, 2024, 380 applications were approved, and the average payment of approved application was \$1,313.

The cost of funeral services has risen significantly due to inflation, increased operational costs for funeral homes, and other economic factors. Ramsey County's burial assistance rate is much lower than those of neighboring metro counties. Even though some funeral directors have been accepting these lower rates, the overall increase in costs associated with burial services continue to outpace the assistance Ramsey County provides.

The following table shows current and proposed rates.

Services	Current rate	Proposed rate	Family Contribution
Funeral	\$1,560	\$2,000	No change with family contribution, (\$830)
Cremation	\$910.35	\$1,200	No change with family contribution, (\$830)
Burial/Cemetery	\$715	\$1,200	No change with family contribution (\$1,300)

A resident's counted assets and resources are applied to reduce Ramsey County payment amount. The maximum amount a family can be asked to contribute by the vendor (in addition to the county's payment) is \$830 for funeral or cremation expenses, and \$1,300 for burial/cemetery. The maximum cost is intended to ensure that services are provided at an affordable rate and that county funds are only used when a family would not otherwise be able to cover reasonable funeral and interment expenses.

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



☒ Well-being☒ Prosperity☒ Opportunity☒ Accountability**Racial Equity Impact**

In alignment with Ramsey County's policy of advancing racial equity, FASD is committed to ensuring that all residents have access to opportunities and services provided by the county. Historically, economic disparities have disproportionately affected communities of color, particularly access to affordable burial services. By raising the burial assistance rate, FASD aims to reduce the financial burden on low-income families, many of whom are from communities of color. This adjustment will help provide more equitable opportunities for these families to access dignified and culturally appropriate burial services, ensuring that every individual in Ramsey County can be laid to rest with respect, regardless of their financial circumstances.

**Community Participation Level and Impact**

Valuable feedback from local funeral directors has played a crucial role in shaping the decision to increase the burial assistance rate. Funeral directors provided essential insights into the challenges they face in offering affordable services. They shared that the current rates make it difficult to cover basic costs, limiting the options available to families in need. By incorporating their feedback, FASD is ensuring that the rate increase not only helps families, but also enables funeral homes to provide more dignified and culturally appropriate services.

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

The proposed increase for remainder of 2024 is approximately \$80,000. The annual budget impact in 2025 is approximately \$250,000. The 2024 Budget for Burial Assistance is \$550,000. As of October 7, 2024, a total of \$485,117 has been expended leaving a balance of \$64,883. The proposed increase for 2024 will exceed the remaining budget; however, surplus from other areas of the Health and Wellness Service Team will cover the shortfall and there will be no impact to levy.

**Last Previous Action**

On December 22, 2015, the Ramsey County Board of Commissioners approved the Ramsey County Burial Assistance Program payment rates, of \$1,560 for funeral services, \$910.35 for cremation services, and \$715 for cemetery services, effective January 1, 2016 (Resolution B2015-403)

**Attachments**

None

# Board of Commissioners

## Request for Board Action

**Item Number:** 2024-371

**Meeting Date:** 10/15/2024

**Sponsor:** Information and Public Records

**Title**

Reappointment of Ramsey County Assessor

**Recommendation**

Reappoint Patrick Chapman as the Ramsey County Assessor effective January 1, 2025 through December 31, 2028.

**Background and Rationale**

Minnesota Statutes 273.061 require the County Assessor to be appointed by the Ramsey County Board of Commissioners and set an appointment term of four years. The Minnesota Department of Revenue requires that formal board action for reappointment be provided to their office by October 31, 2024 for the new term being approved. Patrick Chapman has been the County Assessor since November 15, 2022 and his current term expires December 31, 2024.

For reasons of past performance, qualifications and experience as a Senior Accredited County Assessor, the County Manager and the Deputy County Manager of the Information and Public Records service team recommend the reappointment of Patrick Chapman as the Ramsey County Assessor for a four-year term to begin January 1, 2025 through December 31, 2028.

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

☒ Well-being      ☒ Prosperity      ☒ Opportunity      ☒ Accountability

**Racial Equity Impact**

As the most racially and culturally diverse county in Minnesota, the Ramsey County Assessor department has an obligation and commitment to ensuring that language, racial or cultural issues do not create disparities in property assessments. The department will continue to strive towards high-quality property assessments for all residents of Ramsey County.

**Community Participation Level and Impact**

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

☒ Inform      ☐ Consult      ☐ Involve      ☐ Collaborate      ☐ Empower

**Fiscal Impact**

Funding for the County Assessor position is included in the 2025 County Assessor department budget.

**Last Previous Action**

On November 15, 2022, the Ramsey County Board of Commissioners appointed Patrick Chapman as the County Assessor through December 31, 2024 (Resolution B2022-256).

**Attachments**

None.

