

## Request for Board Action Details

**File #:** 2023-203

**Type:** Administrative Item      **Status:** Passed

**In control:** Board of Commissioners

**On agenda:** 5/23/2023      **Final action:** 5/23/2023

**Title:** Lease Agreement with the City of Saint Paul for Office Space

**Sponsors:** Property Management, Sheriff's Office

**Indexes:**

**Code sections:**

**Attachments:** 1. Lease Agreement, 2. Resolution

Date	Ver.	Action By	Action	Result
5/23/2023	1	Board of Commissioners	approved	Pass

**Sponsor:** Property Management & Sheriff's Office

**Title**  
Lease Agreement with the City of Saint Paul for Office Space

**Recommendation**

1. Approve the lease agreement with the city of Saint Paul, 15 West Kellogg Boulevard, Suite 700, Saint Paul, MN, 55102, for office space in the City Hall Annex, 25 West 4<sup>th</sup> Street, Suite 150, Saint Paul, MN, 55102, for the period of July 1, 2023, through June 30, 2025, in the total amount of \$179,721.
2. Authorize the Chair and Chief Clerk to execute the lease agreement.
3. Authorize the County Manager to execute lease amendments to renew the lease at negotiated rates, with the same general terms and conditions.

**Background and Rationale**

On December 20, 2022, the Ramsey County Board of Commissioners approved the acquisition and purchase agreement for the 360 Wabasha Street property. The purchase and acquisition of 360 Wabasha Street property will provide the Ramsey County Sheriff's Office, Civil Division, with opportunity to vacate its use of the leased space in the City Hall Annex, while the Court and Security Services Division will remain as tenants.

The purchase and acquisition of the 360 Wabasha Street property closed on March 31, 2023. Property Management is renovating the interior of the building to provide an adequate space for the Ramsey County Sheriff's Office, Civil Division, to occupy.

The Ramsey County Sheriff's Office current lease at the City Hall Annex expires June 30, 2023. The Ramsey County Sheriff's Office, Court and Security Services Division, will continue to lease space at the City Hall Annex, as the proximity to the Ramsey County Courthouse - Saint Paul City Hall is required to effectively perform its duties. Property Management, with the Ramsey County Sheriff's Office, Court and Security Services Division, is requesting the approval of a lease agreement for the period of July 1, 2023, through June 30, 2025.

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

☐ Well-being

☐ Prosperity

☐ Opportunity

☒ Accountability

### Racial Equity Impact

The racial equity impact of the lease amendment is unknown.

### Community Participation Level and Impact

There is no communication engagement for this lease amendment.

☒ Inform

☐ Consult

☐ Involve

☐ Collaborate

☐ Empower

### Fiscal Impact

The terms of the lease agreement include a two-year lease at a negotiated rate increase of 2% per year, or a total amount of \$179,721 for the term. Funding for the lease agreement is through the operating budget of the Ramsey County Sheriff's Office.

### Last Previous Action

On December 20, 2022, the Ramsey County Board of Commissioners approved the acquisition of and purchase agreement for Parcel 062822120058 with Ecolab USA, Inc. in accordance with the terms in the Lease Agreement, in the amount of \$3,950,000 (Resolution B2022-298).

On July 7, 2020, the Ramsey County Board of Commissioners approved a lease agreement with the city of Saint Paul, for the lease of office space in the City Hall Annex for the period of July 1, 2020 through June 30, 2022, with an option for an additional one year renewal term starting on July 1, 2022 and ending on June 30, 2023 (Resolution B2020-136).

### Attachments

1. Lease Agreement with the City of Saint Paul