

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, JANUARY 7, 2010**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, January 7, 2010, at the Ramsey County Parks and Recreation Administration Office at 7:30 a.m.

Members Present: Steve Bornus, Mary Brauer, Sharon Garth, Patricia Lammers, Dennis Larson, Greg Lauer, James Miller, Faith O'Neill, Mary Ann Palmer, Gary Unger, and Keith Warner

Staff Present: Lee Mehrkens, Steve Kuhn, Mary Karcz, Bruce Thompson, and Joyce Hildreth

Handouts: Ramsey County Capital Improvement Program (CIP) Program Overview, dated January 7, 2010 and CIP Contingent Account Status Report, dated December 31, 2009.

1) Call to Order

Chair Larson called the meeting to order at 7:37 a.m.

2) Approve Minutes of November 5, 2009

Chair Larson asked for a motion to approve the Minutes of November 5, 2009 meeting. Palmer moved, Unger seconded the motion to approve the Minutes. All in favor. Motion carried.

3) Introduction of New Member – Mary Brauer

Mary Brauer introduced herself to the committee members. She is from District 5, Commissioner Ortega's area, and lives in the railroad island area east of downtown St. Paul. Five years ago, she moved to St. Paul and has worked with the City of St. Paul CIP to get some projects funded.

4) Nominations/Election

Chair Larson asked for nominations for Chair and Vice- Chair. Unger nominated Dennis Larson, for Chair who accepted the nomination. Lammers seconded the motion. All in favor. Chair Larson asked for nominations for Vice-Chair. Palmer nominated Miller, for Vice-Chair, who also accepted the nomination. O'Neill seconded the motion. All in favor. Motion carried.

5) CIP Overview

A handout was distributed outlining the background and history of the program. Karcz discussed the history and background of the CIP process and the restructuring process that is now in place using a handout that was distributed at the meeting. Basically, the CIP was established in 1987, with \$2.5 million approved by the Legislature. The Committee consists of 14 members, 2 members appointed from each commissioner district. Kuhn discussed other key points such as components of the CIP and the 2010/2011 CIP budget, as outlined in the handout.

6) Contingent Account Status Report and CIPAC Meeting Dates Planned for 2010

Kuhn discussed the Contingent Account Status Report. There is a \$616,922 balance. The report was summarized and discussed by the Committee and staff. In the past, the balance has been around \$200,000 or less. Mehrkens suggested that the staff may consider using some of the contingent balance to offset the bonding debt service.

A handout of the proposed meeting dates for 2010 was briefly discussed. Basically, the Committee will meet every other month. Meetings will be held at Ramsey County Parks and Recreation Department, from 7:30 a.m. to 9:00 a.m. Major topics are listed in parentheses and are subject to change. Meetings may be cancelled or scheduled as determined by CIPAC or Ramsey County staff. The tour of the Union Depot will be scheduled during the warmer months, specific date pending.

7) Other

Staff and Committee members briefly discussed the November 30th Open House/Public Hearing for the County's 2010/2011 Budget that was held in Roseville.

Thompson gave a brief update on the Roseville Library, Union Depot, and energy retrofit projects.

8) Set Next Meeting Date – March 4, 2010, 7:30 a.m.

9) Adjourn

Upon the appropriate motion, the meeting was adjourned at 8:26 a.m.

Respectfully submitted,

Joyce Hildreth
Recording Secretary

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, MARCH 4, 2010**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, January 7, 2010, at the Ramsey County Parks and Recreation Administration Office at 7:30 a.m.

Members Present: Sharon Garth, Patricia Lammers, Dennis Larson, Greg Lauer, Faith O'Neill, Mary Ann Palmer, Gary Unger, and Keith Warner.

Staff Present: Lee Mehrkens, Steve Kuhn, Mary Karcz, Julio Mangine, Bruce Thompson, and Joyce Hildreth.

1) Call to Order

Chair Larson called the meeting to order at 7:37 a.m.

2) Approve Minutes of January 7, 2010

Chair Larson asked for a motion to approve the Minutes of January 7, 2010 meeting. Unger moved, Palmer seconded the motion to approve the Minutes. All in favor. Motion carried.

3) Department Heads Project Updates

The following Departments gave an update on their CIP funded 2008-2009 project status:

- Community Human Services
- Medical Examiner
- Parks and Recreation
- Public Health
- Ramsey County Care Center
- Landmark Center
- Property Management

4) Set Next Meeting Date – May 6, 2010, 7:30 a.m.

5) Adjourn

Upon the appropriate motion the meeting was adjourned at 9:13 a.m.

Respectfully submitted,

Joyce Hildreth
Recording Secretary

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, MAY 6, 2010**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, May 6, 2010, at the Ramsey County Parks and Recreation Department, 2015 North Van Dyke Street, Maplewood at 7:30 a.m.

Members Present: Mary Brauer, Triesta Brown, Sharon Garth, Dennis Larson, Greg Lauer, James Miller, Mary Ann Palmer, Gary Unger, and Keith Warner.

Staff Present: Lee Mehrkens, Bruce Thompson, Steve Kuhn, Mary Karcz, Rich Koop, and Joyce Hildreth.

Others Present: Greg Mack, Pat Reller, Chuck Kollasch, Priscilla Farnham, and Ken Haider

1) **Call to Order**

Chair Larson called the meeting to order at 7:35 a.m.

2) **Approve Minutes of March 4, 2010**

Chair Larson asked for a motion to approve the Minutes of March 4, 2010 meeting. Palmer moved, Unger seconded the motion to approve the Minutes. All in favor. Motion carried.

3) **Department Heads Project Updates – Projects Funded from CIP Contingent in 2008/2009**

Ramsey County Care Center

Lighting System Upgrade - \$35,000

Ramsey County Care Center presentation was given by Pat Reller. The funds were used to update the lighting in the common areas and the resident's rooms. The whole building has now been retrofitted. Approximately \$5,400 will be returned to the contingent account.

Parks and Recreation

Lighting System Upgrade - \$35,000

Beaver Lake County Park - \$56,000

Greg Mack gave the update on the arenas lighting system upgrade. All the arenas have been retrofitted. There is approximately \$3,700 to be returned to the contingent fund.

The Beaver Lake County Park update was discussed. There had been some past vandalism at the park which resulted in removing the restroom building, repairing the fishing pier and installing a gate at the entrance, and sealcoating the parking lot. There was also an addition to the trail to access the main park area. All the funds will be spent on this project.

Ramsey County Historical Society
Gibbs Farm Sewage Line - \$25,000

Priscilla Farnham and Julian Wick gave an update on the overloaded sewage system problems and the solution. The project has been completed and all the funds have been expended.

Public Works Department

Ken Haider discussed a handout entitled, "Major Road Maintenance Projects 2008-2009" and gave an update on upcoming road construction projects.

4) **Other**

Steve Kuhn mentioned that the County Board would be appointing three new members.

Lee Mehrkens gave a brief budget update.

5) **Next meeting**

The next meeting is scheduled for June 3, 2010.

6) **Adjournment**

Chair Larson asked for a motion to adjourn the meeting at 8:45 a.m. A motion was made by Triesta Brown, seconded by Mary Ann Palmer. All in favor. Motion carried.

Respectfully submitted,

Joyce Hildreth
Recording Secretary

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, JUNE 3, 2010**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, June 3, 2010, at the Ramsey County Parks and Recreation Department, 2015 North Van Dyke Street, Maplewood at 7:30 a.m.

Members Present: Chair Dennis Larson, Mary Brauer, Triesta Brown, Dick Dolan, Greg Lauer, James Miller, Faith O'Neill and Mary Ann Palmer, John Stenglein, Gary Unger, and Keith Warner.

Staff Present: Julie Kleinschmidt, Lee Mehrkens, Mary Karcz, Steve Kuhn, Rich Koop, Bruce Thompson, Mary Mahoney, and Joyce Hildreth.

1) Call to Order

Chair Larson called the meeting to order at 7:32 a.m.

2) Approve Minutes of May 6, 2010

Chair Larson asked for a motion to approve the Minutes of May 6, 2010 meeting. Palmer moved, seconded by Brown to approve minutes. All in favor. Motion carried.

3) Introduction of new CIPAC Members

Dick Dolan is from District 6, Commissioner Jim McDonough's District. He is retired, an Eastsider, and is active in several citizen's groups.

John Stenglein is from District 1, Commissioner Tony Bennett's District. He gave his background information and is the owner of Bellaire Excavating.

Lawrence Sagstetter – District 6 was not in attendance.

4) 2010 Technology Application Systems Appropriation Distribution

Presentation was given by Mary Mahoney – Information Services Director. A handout was distributed outlining the County's Technology Application System Appropriation of \$2,800,000 that is managed by the Technology Governance Committee. This Committee is made up of Ramsey County Department staff. Key elements discussed were: application process, decision criteria, and general guidelines. Departments not included in this process are the Ramsey Nursing Home and Lake Owasso Residence.

The 2010 Requests – Application Funds spreadsheet was reviewed and discussed. Staff and Committee members discussed how technology applications and software used to be presented to the CIPAC for ranking. After 2005, following discussions with the County Board and CIPAC, the computer technology process became separate from the CIP funding and ranking.

A question was asked what happens if a department is over or under budget. Mahoney stated that if it is over budget, they go back to the County Board and have them reauthorize more funds or stop the project.

Miller questioned if they get any public input. Mahoney stated they get public input from surveys that are conducted regarding a department's process. An example was given related to Parks and Recreation offering online reservations be available for park shelters and ice time.

Questions were asked about Department's incentive to apply for these funds. Kleinschmidt discussed the goals and incentives Department's have to invest in computer hardware and software upgrades.

The funding limits were discussed.

John Stenglein asked about implementing a system that can be used by other county's so they are not recreating the wheel. Kleinschmidt indicated that they are working closely with other agencies in creating software for departments such as Human Services, which can be shared by other counties.

Disaster Recovery Site was discussed. Questions were asked regarding leasing equipment to keep up with the changes.

Committee members asked why security was not mentioned during the presentation. Staff indicated that the security end of this is funded under a Federal funding source.

5) Ramsey County Buildings/Facilities Update

Julio Mangine, Property Management Director, gave an update on the Roseville Library, Metro Square Building Renovation, Disaster Recovery Project, East Metro Behavioral Health Crisis Center, and the Union Depot.

6) Other

No other business at this time.

7) Set Next Meeting Date – August 5, 2010, 7:30 a.m. at Ramsey County Parks and Recreation Department

8) Adjourn

Chair Larson asked for a motion to adjourn the meeting at 9:08 a.m. A motion was made by Palmer, seconded by Brown. The meeting was adjourned at 9:08 a.m.

Respectfully submitted,
Joyce Hildreth
Recording Secretary

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, AUGUST 5, 2010**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, August 5, 2010, at the Ramsey County Parks and Recreation Department, 2015 North Van Dyke Street, Maplewood at 7:30 a.m.

Members Present: Vice-Chair James Miller, Dick Dolan, Patricia Lammers, Greg Lauer, Faith O'Neill, Mary Ann Palmer, John Stenglein, Lawrence Sagstetter, Gary Unger, and Keith Warner.

Staff Present: Lee Mehrkens (had to leave at 8:05), Julio Mangine, Mary Karcz, Steve Kuhn, Rich Koop, Bruce Thompson, and Joyce Hildreth.

Others Present: Peter Jessen-Howard and Marlen Johnson

1) Call to Order

Vice-Chair Miller called the meeting to order at 7:31 a.m.

2) Approve Minutes of June 3, 2010

Vice-Chair Miller asked for a motion to approve the Minutes of the June 3, 2010 meeting. Palmer noted several revisions to the Minutes. With the noted corrections, Palmer moved, seconded the motion by Stenglein to approve the minutes. All in favor. Motion carried.

3) Community Corrections – Request for CIP Contingent funds for 90 West Plato build-out project

Presenter: Peter Jessen-Howard, Asst. Director, Juvenile Division

Action Requested: Recommend approval to transfer CIP contingent funds to 90 West Plato build-out project

Attachments: Community Corrections memo and CIP Contingent Account Status Report

Jessen-Howard indicated he is with Juvenile Probation. He briefly discussed where they are today and why they are proposing relocation of the Probation Office. Currently, the Probation Office is located at three sites in leased space. With the economic situation, they are looking for ways to save dollars and maximize the county's resources. The 90 West Plato building has some unused space that would fit their needs. The proposed location would allow all staff to be at one building, provide adequate office and meeting space, provide sufficient and secured parking, and is convenient to downtown. They will also be in a county-owned building.

He discussed the cost estimate of the relocation and indicated the move would reduce their annual cost by approximately half. He stated it would be good use of county resources and he asked for the committee's consideration of this recommendation.

Palmer asked if this would provide office space for the entire Probation Office. Jessen-Howard said it would not. They also have two offices at 555 Park.

Miller asked if this addition of the Probation Office would fill up 90 West Plato. Mangine indicated that it would be 100 percent occupied.

Thompson questioned Jessen-Howard about security concerns with juvenile probation clients. Basically, Jessen-Howard said most of these kids are seen in the community and not in the office. There is very little traffic coming through the office. In addition, 90 West Plato is more secure and doesn't appear to be a problem because this building is far more secure than the present location.

A question was asked about the lease at the present location. Jessen-Howard stated that they have a month-by-month lease.

Miller stated it was a great move but he is uncomfortable with the arguments that somehow the county is saving money. There is no comparison. He agrees though that this makes sense, the county owns the building and it is a better location. He is not sure about the savings. The real economics are not being compared. The department is contributing nothing to the capital nor to the property tax that is not the real economic picture. A question was asked about the ownership of the current property and staff stated that they are currently leasing city property.

Unger made a motion, seconded by Stenglein, to recommend approving the transfer of \$83,120 from the contingent account to the build-out project to move Corrections to 90 West Plato. Any additional costs, such as miscellaneous moving expenses and furniture needed, will be paid out of the Community Corrections' operating budget. All in favor. Motion carried.

4) Ramsey County Correctional Facility (RCCF) HVAC Project

Presentation was given by Bruce Thompson – Assistant Director of Property Management.

Thompson gave the background information on the RFFC HVAC Project. He indicated the RFP for this project would be open today at 2 p.m. He didn't have any information on the proposals. He reported that the improvements to the Correctional Facility HVAC system are due to a 2008 TB outbreak. The County hired a consultant, Knutson Ventilation Consulting, to recommend improvements to the county's air handling system. This facility is made up of a number of buildings with a lot of additions. With the Knutson report, they put together an RFP looking for mechanical engineers and contractors. It will be a two phase process, whereby Phase I will include design detail to help them come up with costs. Phase II portion of the project will include improvements to reconfigure the facility, modernize the control system to monitor and report the fresh air exchange, and install a new tech germicidal ultraviolet light system to kill the bacteria. It is estimated the cost will be over \$1 million. He will give an update on this project at the next meeting in October.

During the presentation, Lee Mehrkens left to attend another meeting.

Palmer asked staff to clarify the priorities of this project with the committee. Thompson stated the priorities are to identify how the fresh air was coming into the facility, what standards were being met, and what changes were needed to bring the building up to compliance.

Questions were asked regarding the costs. Thompson said that the costs are unknown at this time.

Questions were asked about the number of bids they anticipated. Thompson estimated around 8-12 bids. Actual numbers are unknown until later that day, when the bids are opened.

A question was asked about the "design build". Staff was asked why they went with that concept instead of a "bid build" design. Staff indicated that it basically gives them a wide range of design options.

A question was asked about the frequency of these TB outbreaks. Thompson described that it was a rare situation.

This presentation was for information only.

5) Ramsey County Financial Report for 2009

Presenter: Marlen Johnson – Accounting Manager

Johnson gave a brief overview of the handout that was distributed entitled, “Ramsey County in 2009 – A Financial Report.” He discussed the basics of the report and mentioned that the financial report was online and suggested that committee members check it out. The report includes values on infrastructure and all the corresponding debt. A brief discussion was held on how they calculate the value.

Rich Koop clarified that Ramsey County is one of five counties in Minnesota rated AAA.

Miller mentioned that this is the first financial report that they have seen. He thanked staff for sharing this information. He recommended bonding limits be increased or at least revisited since they have worked with the \$2.5 million bonding limit over the last 20 years. He talked about the restructuring of the process and that should be the next step in the process. At the next meeting, Koop will discuss how the debt capacity is projected for the future. Koop offered to research the history of where that started and report back to the Committee. Staff indicated that the Board, County Manager, and Finance Director would have to decide if the bonding amounts can be increased.

6) Other

Lawrence Sagstetter was introduced at this time. He is from District #6 – Commissioner Jim McDonough’s area. He works for Federal Express during the night shift. Committee members welcomed him.

Miller indicated that he saw an article in the newspaper regarding cameras in the parks. It was noted that the Sheriff’s Department has had this request in front of the committee for several years, but never received funding. Staff mentioned that the funding was from a federal grant. Staff indicated that the general public can watch these cameras on a web site and report any suspicious activity to the Sheriff’s Department.

7) Set Next Meeting Date – October 7, 2010, 7:30 a.m. at Union Depot Building.

There was a brief discussion regarding the logistics of parking and meeting at this location.

8) Adjourn

Upon the appropriate motion, the meeting was adjourned at 9:00 a.m.

Respectfully submitted,
Joyce Hildreth
Recording Secretary

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, OCTOBER 7, 2010**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, October 7, 2010, at the Union Depot, 214 4th Street East, St. Paul, Minnesota at 7:30 a.m.

Members Present: Chair Dennis Larson, Vice-Chair James Miller, Triesta Brown, Sharon Garth, Patricia Lammers, Greg Lauer, John Stenglein, Lawrence Sagstetter, and Keith Warner

Staff Present: Mary Karcz, Rich Koop, Steve Kuhn, Julio Mangine, Lee Mehrkens, and Bruce Thompson

1) Call to Order

Chair Larson called the meeting to order at 7:37 a.m.

2) Approve Minutes of August 5, 2010

Chair Larson asked for a motion to approve the Minutes of the August 5, 2010 meeting. Miller moved, seconded the motion by Lammers to approve the minutes. All in favor. Motion carried.

3) Debt Management Presentation

Presenter: Rich Koop, Investment & Debt Manager

Koop handed out the 22 page "Ramsey County CIPAC Debt Management Presentation" packet to members and staff.

Koop covered topics such as "What is a Bond?", "Types of Bonds", "Bond Ratings", "Potential Projects", and "Overall Debt Per Capita".

Koop mentioned that Ramsey County has the highest Bond Rating from the two main credit rating agencies. Ramsey County is one of only 52 counties in the nation with the top rating from both Standard & Poor's and Moody's.

For Potential Projects, Miller would like the dollar amount of \$2.5M allocated to CIP projects as reviewed by the Committee, to be evaluated to increase the allocation amount or include a range for allocation. Mangine indicated that with the Comprehensive Capital Assets Management and Preservation Plan (CCAMPP) funding and Internal Service (rent) funding, it has upgraded many of the properties and increased the quality level of these properties.

Miller would like to know the percentage of 10 year debt (bonding period for the regular projects of \$2.5M) to the total amount of debt. Koop stated that he could provide the information at a later date.

Miller stated the \$2.5M, which the Committee reviews and recommends, has been a constant amount since 1989. Miller inquires as to where does the Committee fit in the context of total debt. Mehrkens states that increasing the size of the \$2.5M bond issue would come at the expense of reducing amounts for Major Projects. Mehrkens stated that the County is in a gloomy time period due to the shortfall in revenues from the State of Minnesota. The County would have to increase the tax levy approximately 1% for every \$2.5M in State revenue cuts. Miller would like to see long-range capital plans of department directors.

4) Other

Nothing was presented.

5) Set Next Meeting Date

January 6, 2011, 7:30 a.m. at Ramsey County Parks & Recreation Department-Administration building.

6) Adjourn

Upon the appropriate motion, the meeting was adjourned at 8:47 a.m.

The Tour of the Union Depot building occurred after the adjournment.

Respectfully submitted,
Steve Kuhn
CIPAC Coordinator

**DRAFT
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, DECEMBER 2, 2010**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, December 2, 2010, at the Ramsey County Parks and Recreation Department, 2015 North Van Dyke Street, Maplewood at 7:30 a.m.

Members Present: Vice-Chair James Miller, Dick Dolan, Sharon Garth, Patricia Lammers, Greg Lauer, Mary Ann Palmer, Lawrence Sagstetter (present for items #4-#7), Gary Unger and Keith Warner.

Staff Present: Lee Mehrkens, Julio Mangine, Mary Karcz, Steve Kuhn, Rich Koop, Bruce Thompson and Joyce Hildreth.

Others Present: Chris Belfield, Ramsey County Community Corrections

1) Call to Order

Vice-Chair Miller called the meeting to order at 7:31 a.m.

2) Approve Minutes of October 7, 2010

Vice-Chair Miller asked for a motion to approve the Minutes of the October 7, 2010 meeting. Unger moved, seconded the motion by Lammers to approve the Minutes. All in favor. Motion carried.

3) Property Management/Community Corrections - Request for CIP Contingent funds for Correctional Facility HVAC Project

Presenter: Bruce Thompson, Assistant Director, Property Management
and Chris Belfield, Captain, Community Corrections

Action Requested: Recommend approval to transfer CIP contingent funds to Correctional Facility HVAC project

Attachments: Request for Board Action – 12/14/2010 and CIP Contingent Account Status Report

Bruce Thompson gave the Community Corrections project update. He reported that in 2008, there was a TB outbreak in the Corrections Facility. Dr. Robert Grefinger was retained in 2009 as a consultant to review and evaluate the Facilities program to prevent transmission of respiratory pathogens. Several recommendations were discussed:

- Enhanced screening procedures for incoming inmates.
- Additional training for staff and supervisory personnel.
- Modifications to the HVAC system to prevent transmission of airborne diseases.

Bruce discussed how they are working to bring the building up to code to address all the issues to improve the air quality. In summary, the modifications will include:

- Replacing two outdated air handling units;
- Upgrading the pneumatic building controls with a digital system to control the amount of fresh air entering the facility;
- Installing a monitoring system to monitor the outside air to each air handling unit;
- Modifying exhaust/supply fans throughout the facility to meet code; and
- Installing HEPA air filters and UGVI technology.

These modifications are expected to take approximately five months.

After his presentation, he asked the CIPAC members for their approval and recommendation to transfer contingent account funds to finance this project. Members questioned whether or not other funding sources were available or if this project should be presented during the 2012/2013 CIP project request cycle.

Staff commented that if the project was approved during the 2012/2013 CIP project request cycle, the funds would not be available until the 2012 bonds are sold which typically occurs in late June or early July.

Also, discussion occurred regarding the reduction of the CIP contingent balance below the CIPAC recommended range of \$200,000 to \$250,000. Lee Mehrkens stated the contingent account has proceeds from older bond issues resulting from completed projects that had remaining balances. He stated it is appropriate to use the contingent account funds for this project to avoid potential arbitrage charges.

Essentially, it was decided that due to the urgency of the project, contingent funds would be used. Gary Unger moved, seconded by Keith Warner, to recommend approval to transfer CIP contingent funds to Correctional Facility HVAC project in the amount of \$1,186,089.07. 7 ayes, 1 nay. Motion carried.

4) Ramsey County Buildings/Facilities Update

Jolly Mangine, Property Management Director, reported on the following projects:

- East Metro Behavior Building Health Crisis Center
- Metro Square Building
- Union Depot
- Arden Hills Library (closing 1st of January 2011, relocating to New Brighton Community Center)

5) Other

No other business at this time.

6) Set Next Meeting Date – January 6, 2011, 7:30 a.m. at Parks and Recreation Building.

7) Adjourn

Upon the appropriate motion, the meeting was adjourned at 8:43 a.m.

Respectfully submitted,

Joyce Hildreth
Recording Secretary