



BOARD OF RAMSEY COUNTY COMMISSIONERS
15 W. KELLOGG BLVD., ST. PAUL, MN 55102
651 266-8350

RAMSEY COUNTY BOARD MEETING

October 28, 2008

9:00 a.m.

Council Chambers - Third Floor Court House

ROLL CALL and Call to Order – 9:00 a.m. - Council Chambers

PLEDGE OF ALLEGIANCE

AGENDA of the October 28, 2008 Board Meeting is presented for approval.

MINUTES of the October 21, 2008 Board Meeting are presented for approval.

PRESENTATION

Ramsey County 2008 Farm Family – Gerry and Debbie Urban, presented by Commissioner Bennett

ADMINISTRATIVE AGENDA

4.0 ITEMS FROM THE COUNTY FACILITIES COMMITTEE MEETING OF OCTOBER 21, 2008

4.1 COUNTY MANAGER AND PROPERTY MANAGEMENT – Agreement with Minnesota Landmarks, Inc. for operation and management of the Landmark Center.

Board Action Requested:

- 1) Approve the revised Management Agreement between the County of Ramsey and Minnesota Landmarks, Inc., 75 West 5th Street, St. Paul, MN, 55102, for the management of the Landmark Center, for the period from January 1, 2009 through December 31, 2013, in a form approved by Property Management, the County Attorney's Office and Budgeting and Accounting.
- 2) Authorize the Chair and Chief Clerk to execute the Management Agreement with Minnesota Landmarks, Inc., pending approval and execution of the Agreement by the Minnesota Landmarks, Inc. Board.

4.2 PROPERTY MANAGEMENT and COMMUNITY CORRECTIONS - Ramsey County Boys Totem Town Pre-Design Services Agreement.

Board Action Requested:

- 1) Approve the selection of KKE Architects, 300 First Avenue North, Minneapolis, Minnesota, for pre-design services for the Ramsey County Boys Totem Town campus in an amount not-to-exceed \$95,000, including reimbursable expenses;
- 2) Authorize the County Manager to execute the agreement with KKE Architects, subject to approval by the County Attorney's Office, Property Management, and Budgeting and Accounting; and

(Continued)

4.2 (Continued)

- 3) Authorize the County Manager to make all necessary budget adjustments and payments, and to execute amendments to the agreement with KKE Architects for up to \$5,000.

4.3 THIS ITEM MAY BE ON A FUTURE COUNTY BOARD AGENDA.

10.0 ADMINISTRATIVE ITEMS GOING DIRECTLY TO THE BOARD FOR APPROVAL

10.1 COMMUNITY CORRECTIONS – Contract with Amherst Wilder Research.

Board Action Requested:

- 1) Authorize the County Manager to execute an Agreement, in a form to be approved by the County Attorney, with Amherst H. Wilder Foundation Research, 451 Lexington Parkway North, St. Paul, MN 55104, for the term November 1, 2008 through December 31, 2009, at a cost not to exceed \$14,500; and
- 2) Authorize the County Manager to approve any necessary amendments or renewals in a form to be approved by the County Attorney; and
- 3) Authorize the County Manager to make all necessary budget adjustments.

10.2 PROPERTY RECORDS AND REVENUE – Approval of Modifications to the Joint Powers Agreement with the Minnesota Counties Computer Cooperative (MCCC).

Board Action Requested:

- 1) Approve the amended and restated Joint Powers Agreement with the Minnesota Counties Computer Cooperative (“MCCC”) as amended June 6, 2007, and Amendment No. 1 to the Joint Powers Agreement.
- 2) Authorize the Chair and the Chief Clerk to execute the amended Joint Powers Agreement and Amendment No. 1 to the Joint Powers Agreement.
- 3) Appoint the Manager of the Property Tax Services Division of Property Records & Revenue as the primary delegate to the MCCC and to the Affiliated Computer Services (“ACS”) and Manatron Tax User Groups, appoint the Community Corrections Planning and Evaluation Supervisor as the first alternate delegate to the MCCC and the primary delegate to the Corrections User Group, and appoint the Property Records and Revenue Tax Accounting Supervisor as the second alternate delegate to the MCCC and as the first alternate delegate to the ACS and Manatron Tax User Groups, provided that, if any of these position titles for any of these positions change, these appointments will carry forward to the new position title responsible for performing the primary tasks currently assigned to the identified position titles.

10.3 PROPERTY RECORDS AND REVENUE – Manatron Property Tax System Project.

Board Action Requested:

- 1) Approve the overall Manatron Property Tax System Project (“Project”) budget in the total amount of \$2,390,774 of which \$750,887 has already been expended from the Recorder’s Technology Fund;

(Continued)

10.3 (Continued)

- 2) Authorize the County Manager to account for the Project for calendar years 2008 to 2011 as a project budget of \$1,639,887 in the Property Records & Revenue Department budget;
- 3) Authorize the County Manager to finance the Project for calendar years 2008 to 2011, not to exceed \$1,639,887, from the Recorder's Technology Fund; and
- 4) Authorize the County Manager to enter into contracts subject to prior approval by Budgeting and Accounting and the County Attorney's Office, make budget adjustments and execute change orders and amendments to contracts provided the amounts are within the budget of the approved project.

10.4 PROPERTY RECORDS AND REVENUE – County Recorder Imaging Project.

Board Action Requested:

- 1) Approve the \$300,000 County Recorder Imaging Project with \$100,000 to image and index archival plats and \$200,000 to image and index abstract documents currently stored on 16mm film, and to account for this project budget in the Property Records & Revenue Department budget; and
- 2) Authorize the County Manager to finance the County Recorder Imaging Project, not to exceed \$300,000, from the Recorder's Technology Fund; and
- 3) Authorize the County Manager to enter into contracts subject to prior approval by Budgeting and Accounting and the County Attorney's Office, make budget adjustments and execute change orders and amendments to contracts provided the amounts are within the budget of the approved project.

10.5 BOARD OF RAMSEY COUNTY COMMISSIONERS – Appointments to the Capitol Region Watershed District Board.

Board Action Requested:

Ratify the reappointment of Joseph P. Collins, Seitu Jones, and Michael R. Thienes to the Capitol Region Watershed District Board of Managers, for terms beginning October 1, 2008 and ending September 30, 2011.

10.6 INFORMATION SERVICES – Agreement with The Macro Group, Inc. for Software Programming Services for the ViBES Software Application.

Board Action Requested:

- 1) Approve the professional services agreement with The Macro Group, Inc., 100 Portland Avenue, Suite 250, Minneapolis, MN 55401, to provide software programming and other requested services for the Violations Bureau Electronic System for the period from October 1, 2008 through September 30, 2009, with the right to renew for two additional one-year periods; and
- 2) Authorize the Chair and Chief Clerk to sign the Agreement and necessary renewals.

(Continued)

10.7 PROPERTY MANAGEMENT – Temporary License Agreement for Construction Laydown with the City of St. Paul.

Board Action Requested:

- 1) Approve the draft Temporary License Agreement for Construction Laydown between the County of Ramsey and the City of St. Paul, by the Saint Paul Public Works Department, 1500 City Hall Annex, 25 West Fourth Street, St. Paul, Mn. 55102, for the periods of November 1, 2008 through May 31, 2009 and November 1, 2009 through May 31, 2010, subject to the final approval by the County Attorney's Office.
- 2) Authorize the Chair and Chief Clerk to execute the final Temporary License Agreement for Construction Laydown with the City of St. Paul.

10.8 PROPERTY MANAGEMENT – Revenue Lease: Office and Storage space for City of St. Paul at the Adult Detention Center and Ramsey County Government Center West Buildings.

Board Action Requested:

- 1) Approve the draft lease agreement between the County of Ramsey and the City of St. Paul, by the Saint Paul Public Works Department, 1500 City Hall Annex, 25 West Fourth Street, St. Paul, Mn. 55102, for a term of 19 months beginning November 1, 2008 through May 31, 2010, at a base rental rate of \$8.10 per square foot for office space and \$5.00 per square foot for storage space, subject to the final approval by the County Attorney's Office.
- 2) Authorize the County Manager to execute the final lease agreement.
- 3) Authorize the County Manager to appropriate rental revenue received from the lease into the RCGC West operating budget to cover operating costs and any additional costs incurred in connection with the lease.

BOARD CHAIR UPDATE

OUTSIDE BOARD AND COMMITTEE REPORTS

ADJOURNMENT

November 4, 2008	County Board Meeting – Council Chambers
November 11, 2008	Veteran's Day - No County Board Meeting – County Offices Closed
November 18, 2008	County Board Meeting – Council Chambers
November 25, 2008	County Board Meeting – Council Chambers
December 2, 2008	County Board Meeting – Council Chambers