

**APPROVED  
RAMSEY COUNTY  
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE  
MINUTES OF THURSDAY, FEBRUARY 6, 2014**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, February 6, 2014, at the Roseville Library, 2180 Hamline Avenue., Roseville at 7:30 a.m.

Members Present: Chair James Miller, Triesta Brown, Sue Hauwiler, Dennis Larson, Greg Lauer, Faith O'Neill, Dan Parker, Lawrence Sagstetter, and Gary Unger.

Staff Present: Rich Koop, Steve Kuhn, Lee Mehrkens, and Bruce Thompson.

**1) Call to Order**

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

Chair Miller mentioned the December 2013 meeting was canceled due to the weather.

**2) Approve minutes of October 3, 2013**

Chair Miller asked for a motion to approve the Minutes of October 3, 2013. A motion was made to approve the minutes. Motion was seconded. All in favor. Motion carried.

**3) Nominations/Elections of CIPAC Chair & Vice-Chair for 2014**

Chair Miller asks for nominations for the Chair position. Mr. Miller was nominated for Chair. Mr. Miller accepted the nomination as Chair. No other nominations came forward. A motion was made to approve Jim Miller as Chair. Motion was so moved and seconded. All in favor. Motion carried.

Vice-Chair nominations were solicited. Gary Unger was nominated for Vice-Chair. Mr. Unger accepted the nomination as Vice-Chair. A motion was made to approve Gary Unger as Vice-Chair. Motion was so moved and seconded. All in favor. Motion carried.

**4) Care Center – First Floor Remodeling**

Steve Fritzke, Care Center Administrator sent a message prior to the meeting that he would be unable to attend the meeting.

**5) CIPAC Meeting Dates & Agenda Planned for 2014**

Mr. Kuhn discussed the CIPAC meeting dates & agenda planned for 2014 (schedule was included in the agenda packet). Kuhn noted that in 2014, the departments would be giving updates on CIP projects funded in 2012 and 2013.

Mr. Kuhn noted that some meetings would tentatively meet at locations such as Union Depot, Law Enforcement Center, Public Works Facility and Keller Golf Course besides the Parks & Recreation Administration Building. A suggestion was made to hold the August 7 meeting at Keller Golf Course, instead of meeting at Keller Golf Course in October. Mr. Kuhn will be working with Parks & Recreation on the CIPAC meeting location.

#### **6) CIP Contingent Account Status Report as 12/31/2013**

Mr. Kuhn noted that the report was included in the agenda packet sent to CIPAC members. The total year-end balance is at \$532,521.06. Of this amount, \$176,200.00 is set aside by the County Board. The \$176,200.00 represents the remaining amount from \$665,000 which the County Board had earmarked for Major Projects back in 2003. The \$356,321.06 of the \$532,521.06 represents the CIP Contingent Account balance mainly used for emergency or unanticipated project requests. Mr. Kuhn noted that some of the \$356,321.06 could be used to fund the Regular Project requests for 2016/2017, depending upon the results of the project rankings after the departmental presentations. Mr. Miller stated the CIP contingent balance for Regular Projects could be in the range of \$250,000 to \$500,000 based on the Committee's policy recommendation.

#### **7) Deconstruction of Riverfront Property and Strategic Facility Plan updates**

Bruce Thompson, Ramsey County's Property Management Director, handed out a Ramsey County Strategic Facility Plan, Final Visioning Report. Mr. Thompson explained the plan involved analysis by a consultant, RSP i\_SPACE, of the County's core services, and where and how are clients delivered the core services. County departments heavily involved in delivering core services are: Community Human Services, Community Corrections, and Public Health. Options for facilities include a central facility or facilities located in areas such as the East Side, Frogtown, and the corridor north on 35E. Locations will also analyze transportation access such as freeway access and light rail access. The analysis will be presented to the County Board in the spring. Mr. Miller asked about the role of CIPAC. It was determined to have the consultant provide a practice presentation to CIPAC, for discussion, before going to the County Board.

Mr. Thompson also presented information on the deconstruction of the Riverfront Property. A workshop on February 18 will be presented to the County Board. The deconstruction of the Riverfront properties presents two large unknowns. The unknowns are the interconnection of the buildings and the cliff, and the assessment of hazardous materials resulting from the deconstruction.

Mr. Thompson noted that the County will need to determine if the buildings are deconstructed before being offered to developers or if the developers would be responsible for the deconstruction.

**8) Debt Management**

A presentation was given by Rich Koop – Ramsey County Investment/Debt Manager. A handout titled: “Ramsey County CIPAC Debt Management Presentation” was included in the agenda packet. The handout contained information on types and structures of bonds, types of bond sales, bond ratings and the County’s debt position.

**9) Discussion of Amount Bonded for Regular and Major CIP Projects**

A presentation was given by Rich Koop – Ramsey County Investment/Debt Manager. A handout titled: “Ramsey County Funding History for the Projects Evaluated by CIPAC” was included in the agenda packet. The handout contained information on the history of the \$2.5M bonding, financing breakout, regular projects requested from 2006 to 2015, and history of buildings square footage placed in Internal Service Fund managed by Property Management. Mr. Koop explained the decline in square footage eligible for CIPAC funding has occurred over time with buildings now being managed by Property Management. The \$2.5 bonding in 1995 was allocated for 3.9M square feet and now is allocated to slightly below 900,000 square feet. This reduces cost pressures of CIPAC reviewed project funding requests. After the combined project ranking is computed, the CIPAC Committee, based on a past direction initiative, would take into consideration other factors such as the amount of the County’s tax levies, overall debt, and interest rate environment to recommend an amount for funding capital projects.

**10) Other**

Nothing was presented.

**11) Set Next Meeting Date – March 6, 2014 7:30 a.m. (Parks & Recreation Administration Building – 2015 North Van Dyke Street in Maplewood)**

**12) Adjourned**

Upon the appropriate motion, the meeting was adjourned at 9:12 a.m..

Respectfully submitted,

Steve Kuhn  
CIPAC Coordinator/Budget Analyst

**APPROVED  
RAMSEY COUNTY  
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE  
MINUTES OF THURSDAY, MARCH 6, 2014**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, March 6, 2014, at the Parks & Recreation Administration building, 2015 North Van Dyke Street., Maplewood at 7:30 a.m.

Members Present: Chair James Miller, Sue Hauwiller, Larry Holmberg, Dennis Larson, Greg Lauer, Lawrence Sagstetter, and Gary Unger.

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

**1) Call to Order**

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

Chair Miller mentioned that Steve Fritzke, Ramsey County Care Center Administrator would make a project presentation under the "Other" part of today's agenda.

**2) Approve minutes of February 6, 2014**

Chair Miller asked for a motion to approve the Minutes of February 6, 2014. Chair Miller suggested a change to item #9-Discussion of Amount Bonded for Regular and Major CIP Projects. The change is to state that the CIPAC Committee, based on a past direction initiative, would take into consideration other factors such as the amount of the County's tax levies, overall debt, and interest rate environment to recommend an amount for funding capital projects. A motion was made to approve the minutes as amended. Motion was seconded. All in favor. Motion carried.

**3) Department presentation of 2012-2013 funded projects**

The following departments representatives gave an update on their CIP funded 2012-2013 projects:

- Landmark Center (Amy Mino & Larry Williams)
- Community Corrections (Allen Carlson & Steve Poynter)
- Emergency Communications (Scott Williams)
- Information Services (Tammy Miller, Dan Suess, Tom Oertel)
- Parks and Recreation (Greg Mack, Jody Yungers)

Mr. Mack also presented a request to use Major Project CIP Contingent funds for the Harding Arena roof replacement project. A motion to approve the transfer of \$151,400 from the CIP Contingent-Major Project allocation was made. Motion was seconded. All in favor, as motion carried. The transfer request will be presented to the County Board on March 18.

**4) Other: Care Center – First Floor Remodeling**

Steve Fritzke, Ramsey County Care Center Administrator presented information on the first floor remodeling project at the Care Center. The \$1.8M project will be done in stages with the resident rooms being done first with \$300,000 available from Trust account balances and year-end operating budget reserves.

**5) Set Next Meeting Date – April 3, 2014 7:30 a.m. (Parks & Recreation Administration Building – 2015 North Van Dyke Street in Maplewood)**

Upon the appropriate motion, the meeting was adjourned at 9:02 a.m..

Respectfully submitted,

Steve Kuhn  
CIPAC Coordinator/Budget Analyst

**APPROVED  
RAMSEY COUNTY  
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE  
MINUTES OF THURSDAY, APRIL 3, 2014**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, April 3, 2014, at the Parks & Recreation Administration building, 2015 North Van Dyke Street., Maplewood at 7:30 a.m.

Members Present: Chair James Miller, Triesta Brown, Faith O'Neill, Sue Hauwiller, Larry Holmberg, and Lawrence Sagstetter.

Public Present: Terri Thao

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

**1) Call to Order**

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

**2) Approve minutes of March 6, 2014**

Chair Miller asked for a motion to approve the Minutes of March 6, 2014. A motion was made to approve the minutes.. Motion was seconded. All in favor. Motion carried.

**3) Department presentation of 2012-2013 funded projects**

The following departments representatives gave an update on their CIP funded 2012-2013 projects:

- Gibbs Museum (Chad Roberts)
- Public Works (James Tolaas)
- Sheriff (Jack Serier)
- County Manager (Heather Worthington)

Mr. Serier of the Sheriff's Department also presented a request to use CIP Contingent funds for the Electronic Crimes space at the Patrol Station project. After discussion, a motion to approve the transfer of \$65,000 from the CIP Contingent-Major Project allocation of \$24,800 and CIP Contingent-Regular Project allocation of \$40,200 was made. Motion was seconded. All in favor, as motion carried. The transfer request will be presented to the County Board later in April or May.

Dana Castonguay, Lake Owasso Residence Administrator provided information on 2014 Capital Improvements at the Lake Owasso Residence. The Lake Owasso Residence is accounted for in a Proprietary or Enterprise Fund which generally is financed through user charges.

**4) Other: Parks & Recreation – Manitou Ridge Maintenance Shop and Equipment Storage Building**

Greg Mack, Parks & Recreation Director presented a request to use \$298,974 in previously approved CIP projects to cover the shortfall in the Manitou Ridge Maintenance Shop and Equipment Storage Building project. The project shortfall resulted from extraordinary site work for grading and the retaining wall and the building configuration to fit on a restricted site. A motion to approve the use of \$298,974 from previously approved CIP projects was made. Motion was seconded. All in favor, as motion carried. The Request for Board Action to approve the transfer of \$298,974 will be presented to the County Board in late April.

**5) Set Next Meeting Date – June 5, 2014 7:30 a.m. (Law Enforcement Center – 425 Grove Street in St. Paul)**

Upon the appropriate motion, the meeting was adjourned at 9:11 a.m..

Respectfully submitted,

Steve Kuhn  
CIPAC Coordinator/Budget Analyst

**APPROVED  
RAMSEY COUNTY  
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE  
MINUTES OF THURSDAY, JUNE 5, 2014**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, June 5, 2014, at the Law Enforcement Center, 425 Grove Street, St. Paul at 7:30 a.m.

Members Present: Chair James Miller, Triesta Brown, Sue Hauwiler, Larry Holmberg, Greg Lauer, Shaun McClary, Faith O'Neill and Dan Parker.

Staff Present: Mary Karcz, Rich Koop, Steve Kuhn, Lee Mehrkens, Jon Oyanagi, Nick Riley, and Bruce Thompson.

**1) Call to Order**

Chair Miller called the meeting to order at 7:30 a.m.

**2) Approve minutes of April 3, 2014**

Chair Miller asked for a motion to approve the Minutes of April 3, 2014. A motion was made to approve the minutes.. Motion was seconded. All in favor. Motion carried.

**3) Introduction of new CIPAC member**

Shaun McClary was introduced as a new CIPAC member from District 3. Mr. McClary briefly described his work and educational background. Mr. McClary was welcomed to the Committee by the CIPAC members and staff.

**4) CIP Contingent Account Status Report as 5/29/2014**

Mr. Kuhn noted that the report was included in the agenda packet sent to CIPAC members. The total Contingent balance is at \$280,831.40. The change in balance was due to two items which decreased the balance by \$35,289.66 from \$316,121.06. The funding of the Manitou Ridge Golf Course Maintenance Shop & Equipment Storage of \$298,974.00 was to be funded completely by moving or closing out balances from previous Parks CIP projects. The County Board decided to keep \$50,000 in the Soccer Field Acquisition and Development project which was then transferred from the CIP Contingent Account. The second item was the closeout of the sheriff-Crime Lab Equipment project of \$14,710.34 to the CIP Contingent Account. Therefore, the CIP Contingent Account net result was a decrease of \$35,289.66.



### **5) Aldrich Arena renovation/improvements**

The new Director of Parks & Recreation, Jon Oyanagi was introduced. Mr. Oyanagi thanked the Committee was allowing this item as a last minute insertion into the agenda. Mr. Oyanagi presented the Aldrich Arena project which will bring the arena up to accessibility standards and the locker room area request to be funded by Hill-Murray High School. The funding needed for a hydraulic elevator would be approximately \$250,000. This amount would be funded from the Capital Projects Fund which has roughly \$459,000 remaining from a General Fund Balance transfer. The General Fund transferred funds from 2013 operations to the Capital Projects Fund, of which \$9.8M was then transferred to the Vadnais Sports Center Enterprise fund.

A motion was made to approve the use of funds in the Capital Projects Fund for the Aldrich Arena renovation/upgrade project. Motion was seconded. All in favor. Motion carried.

### **6) State of Minnesota Bonding Projects**

Nick Riley, Intergovernmental Relations Specialist handed out a sheet showing the Ramsey County bonding requests for 2014 (submitted by Ramsey County Departments to Minnesota Management & Budget). Mr. Riley then handed out a list of 2014 Capital Investment Omnibus Bills which lists the various projects approved by the Legislature, with the funding methods.

### **7) Strategic Facility Plan**

Bruce Thompson, Property & Management Director handed out the Ramsey County Strategic Facility Plan slide presentation. Mr. Thompson explained the process and various phases of the Strategic Facility Plan. Discussion occurred about various philosophies regarding department locations and service locations.

### **8) Other**

Nothing was presented.

### **9) Set Next Meeting Date – August 7, 2014 7:30 a.m. (Keller Golf Course clubhouse)**

Upon the appropriate motion, the meeting was adjourned at 9:08 a.m..

After the meeting, a tour of the Law Enforcement Center was conducted by the Sheriff's staff for CIPAC members and staff.

Respectfully submitted,

Steve Kuhn  
CIPAC Coordinator/Budget Analyst

**APPROVED  
RAMSEY COUNTY  
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE  
MINUTES OF THURSDAY, AUGUST 7, 2014**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, August 7, 2014, at the Keller Golf Course clubhouse, 2166 Maplewood Drive, Maplewood at 7:30 a.m.

Members Present: Chair James Miller, Sue Hauwiller, Ken Hess, Larry Holmberg, Dennis Larson, Faith O'Neill, Dan Parker, Larry Sagstetter, and Gary Unger.

Staff Present: Mary Karcz, Rich Koop, Steve Kuhn, Jon Oyanagi, Jim Tolaas, and Bruce Thompson.

**1) Call to Order**

Chair Miller called the meeting to order at 7:28 a.m.

**2) Approve minutes of June 5, 2014**

Chair Miller asked for a motion to approve the Minutes of June 5, 2014. A motion was made to approve the minutes. Motion was seconded. All in favor with abstention by Ken Hess. Motion carried.

**3) Introduction of new CIPAC member**

Ken Hess was introduced as a new CIPAC member from District 1. Mr. Hess briefly described his work background. Mr. Hess was welcomed to the Committee by the CIPAC members and staff.

**4) County Prosperity Goal**

Mary Karcz, Senior Policy Analyst conducted the County Prosperity Goal presentation as a replacement for Ryan O'Connor, Director of Policy Analysis. Ms. Karcz provided a handout "Building Our Future". The presentation focused on Cultivating Economic Prosperity and Combating Concentrated Areas of Financial Poverty.

### **5) Ramsey County Arena System Update**

Jon Oyanagi, Parks & Recreation Director conducted the Ramsey County Arena System presentation. Mr. Oyanagi provided a handout showing slides. Mr. Oyanagi noted there are 11 sites with 13 arenas (rinks). It was noted of the changes in the youth hockey demand and changes in high school hockey demand in the Ramsey County system. Also noted were energy improvements being done at the Vadnais Sport Center.

### **6) Other**

Mr. Kuhn stated that Lee Mehrkens, Chief Financial Officer was unable to attend the CIPAC meeting as he was attending the 2015 Budget hearings with the County Board..

### **7) Set Next Meeting Date – October 2, 2014 7:30 a.m. (Parks & Recreation administration building)**

### **8) Adjourn**

Upon the appropriate motion, the meeting was adjourned at 9:10 a.m..  
After the meeting, a tour of the Keller Golf Course clubhouse was conducted by Mr. Oyanagi.

Respectfully submitted,

Steve Kuhn  
CIPAC Coordinator/Budget Analyst

**APPROVED  
RAMSEY COUNTY  
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE  
MINUTES OF THURSDAY, OCTOBER 2, 2014**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, October 2, 2014, at the Parks & Recreation administrative building, 2015 Van Dyke Street, Maplewood at 7:30 a.m.

Members Present: Chair James Miller, Sue Hauwiller, Ken Hess, Dennis Larson, Shaun McClary, Faith O'Neill, Phillip Rimmer, Larry Sagstetter, Shashi Suri and Gary Unger.

Staff Present: John Kirkwood, Steve Kuhn, Lee Mehrkens, Jon Oyanagi, Jack Serier, Bruce Thompson, and Mike Webster.

**1) Call to Order**

Chair Miller called the meeting to order at 7:30 a.m.

**2) Approve minutes of August 7, 2014**

Chair Miller asked for a motion to approve the Minutes of August 7, 2014. A motion was made to approve the minutes. Motion was seconded. All in favor. Motion carried.

**3) Introduction of new CIPAC members**

Shashi Suri was introduced as a new CIPAC member from District 1. Mr. Suri briefly described his work and educational background. Mr. Suri was welcomed to the Committee by the CIPAC members and staff. Phillip Rimmer was introduced as a new CIPAC member from District 5. Mr. Rimmer briefly described his work and educational background. Mr. Rimmer was welcomed to the Committee by the CIPAC members and staff.

**4) Electronic Crimes space at Patrol Station**

Jack Serier of the Sheriff's Department presented a revised request of \$76,040.40 to use CIP Contingent funds for the Electronic Crimes space at the Patrol Station project. The original request of \$65,000 was presented and approved by the Committee on April 3, 2014. After discussion, a motion to approve the transfer of \$76,040.40 from the CIP Contingent-Major Project allocation of \$24,800 and CIP Contingent-Regular Project allocation of \$51,240.40 was made. Motion was seconded. All in favor, as motion carried. The transfer request will be presented to the County Board on October 14,

2014. Mr. Kuhn added that the CIP Contingent Account balance increased by approximately \$34,500 from the last time the Committee viewed the report. The Gibbs Farm Museum roofing project closed \$44,604.38 and the Sheriff Law Enforcement Center security system upgrade closed \$870.61. The closing to the CIP Contingent Account and the transfer an additional \$11,040.40 for the Electronic Crimes space project netted an increase of approximately \$34,500.

#### **5) Highland Arena elevator project**

Jon Oyanagi, Parks & Recreation Director presented the Highland Arena project which will bring the arena up to accessibility standards and the locker rooms area addition request to be funded by Cretin-Derham Hall High School. The funding needed for a hydraulic elevator would be approximately \$200,000. This amount would be funded from the Capital Projects Fund which has approximately \$209,000 remaining from a General Fund Balance transfer. Mr. Kuhn handed out a Capital Improvement Fund Balance status report showing the balance available for any transfer request.

A motion was made to approve the use of funds in the Capital Projects Fund for the Highland Arena elevator project. Motion was seconded. All in favor. Motion carried.

#### **6) Ramsey County Financial Report for 2013**

Mike Webster, Financial Reporting Manager handed out a packet of slides and the Popular Annual Finance Report (PAFR) for 2013. Topics covered in the presentation included Budget Trends, Revenue Trends, County Employment Trends, Revenue as a % of Budget, Estimated & Taxable Market Values, and County Program Aid from the State of Minnesota. Mr. Webster pointed out that Intergovernmental Revenues from the State and Federal Government has declined since 2002, while the reliance on Property Taxes has increased to fund the budget. Property tax levies have increased since 2000 in actual dollars, but at a much slower rate when considering inflation. Mr. Mehrkens noted that the Property Tax Levy for 2014 and 2015 is at a 0% increase in actual dollars. Mr. Webster explained that depreciation is an allocation of costs already incurred and capital funding in the rent collection by Property Management is for a future cost. Mr. Miller commented that the Regular Projects bonding amount of \$2.5M per year has been the same for many years (increased to \$3.5M in 2013 with the additional \$1.0M going to Public Works). Mr. Miller questioned whether the amount of \$3.5M per year is the right amount. Mr. Webster mentioned that funding of capital projects or asset replacement could be based on a percentage of capital assets. The funding of capital projects is ultimately determined by the amount of debt incurred, in which the County would levy to pay off the debt.

**7) Strategic Facility Plan and Riverfront Properties updates**

Bruce Thompson, Property & Management Director handed out the Ramsey County Strategic Facility Plan and Riverfront Development slide presentation. Mr. Thompson explained the process and various phases of the Strategic Facility Plan. The next step is an issuance of a Request for Proposals (RFP) for a Predesign Study. Mr. Miller requested a copy of the RFP be sent to CIPAC members when it becomes available. Mr. Thompson also discussed the Riverfront Development project which includes components of Hazardous Materials, Deconstruction of Buildings, and Bluff Stabilization. The total estimated project cost, net of \$500,000 salvage materials is \$11.5M. Property Management is working with the Finance Department to consider funding sources and then would return to the County Board with financing/funding options.

**8) Other**

Nothing was mentioned.

**9) Set Next Meeting Date – December 4, 2014 7:30 a.m. (Parks & Recreation administration building)**

Chair Miller mentioned about meeting at the Vadnais Sports Center in the future.

**10) Adjourn**

Upon the appropriate motion, the meeting was adjourned at 9:05 a.m..

Respectfully submitted,

Steve Kuhn  
CIPAC Coordinator/Budget Analyst

**APPROVED  
RAMSEY COUNTY  
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE  
MINUTES OF THURSDAY, DECEMBER 4, 2014**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, December 4, 2014, at the Parks & Recreation administrative building, 2015 Van Dyke Street, Maplewood at 7:30 a.m.

Members Present: Chair James Miller, Triesta Brown, Sue Hauwiller, Ken Hess, Shaun McClary, Faith O'Neill, Dan Parker, Phillip Rimmer, Shashi Suri and Gary Unger.

Staff Present: Rich Koop, Steve Kuhn, Lee Mehrkens, Susan Nemitz, and Bill Michel.

Guest Speaker: Kathy Aho - Springsted, Incorporated

**1) Call to Order**

Chair Miller called the meeting to order at 7:30 a.m.

**2) Approve minutes of October 2, 2014**

Chair Miller asked for a motion to approve the Minutes of October 2, 2014. A motion was made to approve the minutes. Motion was seconded. All in favor. Motion carried.

**3) CIPAC Meeting Dates & Agenda Planned for 2015**

Mr. Kuhn discussed the CIPAC meeting dates & agenda planned for 2015 (schedule was included in the agenda packet). Kuhn noted that in 2015, the departments would be making requests and presentations on CIP projects to be funded in 2016 and 2017. The meetings through May would be held at the Parks & Recreation Administration Building. Meetings held from June through December 2015 may be held at sites such as the Vadnais Sports Center, the Public Works Facility, and the Union Depot.

**4) Shoreview Library Project Update**

Susan Nemitz, Library Director handed out a slide presentation titled "Shoreview Library Project: An Update". Ms. Nemitz explained that property near the current site was recently purchased from the estate of a deceased owner. Various pre-design options are being analyzed for the Shoreview Library project. Ms. Nemitz noted that the original estimate for the project was developed in 2012. Construction costs are now on the rise with the upswing in the economy and with much of the labor and materials being used in the construction of the new Vikings stadium. Ms. Nemitz indicated that additional

funding may be needed for this project and would come back to the Committee in the spring of 2015.

**5) Security Cameras at Boys Totem Town Project**

The Community Corrections department requested a postponement of this request until the February 5, 2015 meeting.

**6) “The Rating Agencies New Criteria and its Impact on Issuers”**

Rich Koop, Investment and Debt Manager presented a guest speaker, Kathy Aho. Ms. Aho works for Springsted Incorporated, a financial advisory firm used by Ramsey County. Ms. Aho handed out a slide presentation titled “Rating Agency Credit Methodology”. Ms. Aho explained what a rating is on a bond issue and the significance of having a higher rating. Higher ratings equate to lower interest rates and lower underwriting costs, which saves the County on borrowing costs. Ms. Aho went into detail the rating hierarchy used by two of the three major bond rating agencies. Ramsey County has the highest rating from both rating agencies, which is AAA from Standard & Poor’s (S&P) and Aaa from Moody’s. Mr. Mehrkens noted that Ramsey County is one of five or six counties in Minnesota with the highest ratings from both agencies. Mr. Koop also noted that Ramsey County is one of 52 counties in the nation to have both AAA ratings. Ms. Aho closed the presentation with a comparison of Ramsey County to all Counties and all Aaa counties in the median range on criteria such as General Fund Balance as a % of Revenues and the Ten Largest Taxpayers as a % of Appaised Value.

**7) Other**

Nothing was mentioned.

**8) Set Next Meeting Date – February 5, 2015 7:30 a.m. (Parks & Recreation administration building)**

**9) Adjourn**

Upon the appropriate motion, the meeting was adjourned at 9:04 a.m..

Respectfully submitted,

Steve Kuhn  
CIPAC Coordinator/Budget Analyst