

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, FEBRUARY 4, 2016**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, February 4, 2016, at the Parks & Recreation administration offices, 2015 Van Dyke Street, Maplewood at 7:30 a.m.

Members Present: Chair James Miller, Gary Bank, Quinn Doheny, Sue Hauwiller, Bonnie Jackelen, Joe Kolar, Dennis Larson, Shaun McClary, Dan Parker, Lawrence Sagstetter, Shashi Suri, and Gary Unger.

Staff Present: Mary Karcz, Steve Kuhn, Jon Oyanagi, Ryan Ries, Bruce Thompson, Dan Winek, and Trudi Winek.

1) Call to Order

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

2) Approve minutes of December 1, 2015

Chair Miller asked for a motion to approve the Minutes of December 1, 2015. A motion was moved to approve the minutes. Motion was seconded. All in favor. Motion carried.

3) Introduction of new CIPAC member

Quinn Doheny was introduced as a new CIPAC member from District 4. Mr. Doheny briefly described his work background. Mr. Doheny was welcomed to the Committee by the CIPAC members and staff.

4) Nominations/Elections of CIPAC Chair & Vice-Chair for 2016

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

5) Parks & Recreation projects update

Jon Oyanagi, Parks & Recreation Director, thanked the Committee for recommending funding for various Capital Improvement Projects (CIP). Mr. Oyanagi introduced Ryan Ries, Parks & Recreation Project Manager. Mr. Ries presented a PowerPoint presentation with updates on various Parks CIP projects. These projects included: Harding Arena Roof, Manitou Ridge Golf Course Maintenance Facility, Aldrich Arena Elevator, Highland Arena Elevator, Highland Arena Sewer, Upper Maintenance Lot Redevelopment and Capital Assets-Ice Arenas. After the presentation, Mr. Oyanagi mentioned that a Major CIP Project, Lake Owasso County Park Redevelopment will begin in 2016. Mr. Miller asked about the ice arenas study. Mr. Oyanagi stated the Arena Task Force will make a presentation to the County Board at a workshop on February 16. The results of the ice arenas study will be presented to the County Board in 2016 and will be presented to CIPAC.

6) Building Improvements priority process

Bruce Thompson, Property Management Director, handed out information titled "Facility Profile and Building Condition Report for the Ramsey County Courthouse/Saint Paul City Hall (CH/CH)", "Building Systems Cost Data Sheet for the CH/CH", "Building Improvements" and "Ramsey County 2013 Comprehensive Capital Assets Management and Preservation Plan (CCAMPP)". Mr. Thompson explained that Property Management manages various Ramsey County buildings. This allows for County departments to focus on programs administered by their department versus facility operations. The accounting for the buildings is set up in four funds and managed separately due to County and external funding sources. The funds are: General Building, Public Works/Patrol Station, Libraries, and Courthouse/City Hall. Mr. Thompson explained that the various reports assist in detailing critical components of buildings and grounds to determine life cycles and replacement costs. The funding for capital projects is from bonds, levy for CCAMPP, and rental revenue. He stated that up through 2015, a blended rental rate of \$8.10/square foot was collected from various County departments occupying the various buildings. \$7.60 is for maintenance and \$0.50 is set aside for capital needs.

Starting in 2016, the rental rate will increase to \$8.60/square foot with the \$0.50 increase added to the capital portion. In 2017, the rental rate will increase to \$9.10, with the increase of \$0.50 from 2016 added to the capital portion. Dan Winek, Property Management Director of Administration explained that based on future needs and costs, the four Internal Service Funds would need approximately \$1.50/square foot for capital needs. Mr. Winek explained that currently the capital needs are funded by the rental payments from departments and the use of fund balance in the respective four Internal Service Funds. Mr. Miller asked about charging departments rental space at market

rates. The department heads would have to manage space based on cost of newly constructed space versus renovated space. Mr. Winek stated this analysis could be possibly done in the future.

Mr. Thompson also gave an update on the Deconstruction of the West building. It is approximately 70% complete. There have been many unknowns discovered which caused the project to come in over budget. A request to the County Board will be made to increase the budget. A Request for Proposals (RFP) solicitation is being developed, to be sent out to developers for this site. Also, Mr. Thompson gave an update on the three outlots at the Vadnais Sports Center. One lot has a purchase agreement, one lot has a draft purchase agreement, and one lot will be placed on the market. The approximate amount to be collected by Ramsey County for the three lots is \$1.0M. CIPAC member Bonnie Jackelen asked about the Rice Creek Commons project. Mr. Kuhn stated that an update is scheduled to be presented by Heather Worthington, Deputy County Manager at the next CIPAC meeting in April.

7) Other

Gary Bank was introduced as a new CIPAC member from District 2. Mr. Bank briefly described his work background. Mr. Bank was welcomed to the Committee by the CIPAC members and staff.

8) Set Next Meeting Date – April 14, 2016 7:30 a.m.

Parks & Recreation Admin. building – 2015 North Van Dyke Street, Maplewood

The originally scheduled meeting for April 7, 2016 was moved to April 14, 2016, due to the Easter holiday. This was based on a recommendation from CIPAC member Dan Parker and was agreed upon by CIPAC members.

9) Adjourned

Upon the appropriate motion, the meeting was adjourned at 8:55 a.m.

Respectfully submitted,

Steve Kuhn
CIPAC Coordinator

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, APRIL 14, 2016**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, April 14, 2016, at the Parks & Recreation administration offices, 2015 Van Dyke Street, Maplewood at 7:30 a.m.

Members Present: Chair James Miller, Gary Bank, Triesta Brown, Quinn Doheny, Sue Hauwiller, Bonnie Jackelen, Dan Parker, Lawrence Sagstetter, Shashi Suri, and Gary Unger.

Staff Present: Sara Ackmann, Mary Karcz, Steve Kuhn, Lee Mehrkens, Jon Oyanagi, Bruce Thompson, Mark Thompson, and Trudi Winek.

1) Call to Order

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

2) Approve minutes of February 4, 2016

Chair Miller asked for a motion to approve the Minutes of February 4, 2016. A motion was moved to approve the minutes. Motion was seconded. All in favor. Motion carried.

3) Rice Creek Commons (TCAAP) Project update

Heather Worthington, Deputy County Manager presented information on the Rice Creek Commons (formerly known as Twin Cities Army Ammunition Plant-TCAAP) Project. Ms. Worthington stated the remediation of the property being done by Bolander & Sons has been completed and is awaiting the certificate of completion through the regulatory process. The Rice Creek remeander or re-routing is currently underway, on the south side of Interstate 35. This will provide a recreational amenity for users of the Creek. County Road H is being redeveloped from State funding of approximately \$16.3M. Also part of the Rice Creek Commons Project is the Highway 96 and 35 divergent intersection. A solar site installation in the Primer Tracer area of the site is using 40 acres. Another 20 acres is proposed for the State Emergency Operations Center. The funding for the Emergency Operations Center is in the bonding bill as a potential state bonded project. Four master developers applied with three being selected for interviews. A master developer should be selected by mid-May of 2016 with development activity starting in 2017. Of the site's 427 acres, about 80 acres is roadways and public elements with about 347 acres to be developed for commercial, office, and residential use.

4) Ramsey County Arena Task Force update

Jon Oyanagi, Parks & Recreation Director, and Sara Ackmann, Director of Arenas and Golf Courses presented information on the Ramsey County Arena Task Force report. Ms. Ackmann and Mr. Oyanagi gave background information on the purpose of the Task Force and their process in forming the report. The Task Force comprised of nine citizen members. Community meetings were held in each of the Commissioner's Districts. Most of the ice arenas in Ramsey County were built in the 1970's with Aldrich Arena being built in the 1960's. The arenas use R22 refrigerant in which the manufacture of this product will be banned in 2020. The Vadnais Sport Center uses a different refrigerant. The demographics of Ramsey County and St. Paul has changed since the 1970's. The report contained 13 recommendations for the County Board to consider. While the report didn't give any specific recommendations on closing any arenas, it looked at how the arenas are used and who is using the arenas. The report did indicate that having 2-3 sheets of ice together is more efficient than a stand-alone ice sheet. Examples of information in the report stated to continue using tax dollars to support the facilities, the locker rooms were small, the arenas were cold, allow Ramsey County residents first use of the facilities, do not increase the rates for Ramsey County residents, and provide modernization such as Wi-Fi accessibility. A question was raised about whether Ramsey County should be in this business and if there a cost-benefit analysis done of the arenas. Mr. Oyanagi stated the County provides parks and trails and providing arenas to citizens adds to the quality of life. A potential for state funding could come from the Mighty Duck program.

5) Capital Improvement Program (CIP) Overview

Mary Karcz, Senior Policy Analyst and Steve Kuhn, Principal Financial Management Analyst presented information on the Capital Improvement Program (CIP). Ms. Karcz presented information on the purpose of the Capital Improvement Program Citizens' Advisory Committee (CIPAC) in conjunction with the CIP. She also gave information on the history of the Program which started in 1987. The County Board established nine criteria used by staff in evaluating projects. Mr. Kuhn explained about the two components, Non-Routine Capital Projects and Routine Capital Projects within the CIP. In the Non-Routine Capital Projects component are Major Projects and Regular Projects. In the Routine Capital Project component are Capital Equipment Replacement, Building Improvements/Repairs (CCAMPP), and Building Improvements-Property Management. Mr. Kuhn referred to the 8 pages in the agenda packet which gave funding details on each of the components for 2016 and 2017. Mr. Kuhn explained CIPAC's role relating to each component of the CIP. The CIP Budget steps (budget cycle every two years) and the topics covered in the 2016-2017 CIPAC schedule were also presented.

6) Other

Chair Miller suggested a future update on the Boys Totem Totem facility. Mr. Kuhn will check on having an update presented at a future CIPAC meeting.

7) Set Next Meeting Date – June 2, 2016 7:30 a.m.

White Bear Lake Library – 2150 2nd Street, White Bear Lake

8) Adjourned

Upon the appropriate motion, the meeting was adjourned at 9:07 a.m.

Respectfully submitted,

Steve Kuhn
CIPAC Coordinator

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, JUNE 2, 2016**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, June 2, 2016, at the White Bear Lake Library, 2150 2nd Street, White Bear Lake at 7:30 a.m.

Members Present: Chair James Miller, Quinn Doheny, Sue Hauwiler, Bonnie Jackelen, Joe Kolar, Dennis Larson, Greg Lauer, Shaun McClary, Dan Parker, Lawrence Sagstetter, and Shashi Suri.

Staff Present: Mary Karcz, Steve Kuhn, Lee Mehrkens, Bill Michel, Susan Nemitz, Bruce Thompson, and Mark Thompson.

1) Call to Order

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

2) Approve minutes of April 7, 2016

Chair Miller asked for a motion to approve the Minutes of April 7, 2016. A motion was moved to approve the minutes. Motion was seconded. All in favor. Motion carried.

3) Shoreview Library and White Bear Lake Library projects update

Susan Nemitz, Library Director handed out a document with pictures of artwork at the White Bear Lake Library on one side and a blueprint of the White Bear Lake Library on the other side. There are seven libraries in Ramsey County which are operated by the Ramsey County Library department. Each of the seven libraries have been renovated with the Arden Hills Library moving from its location to New Brighton. Ms. Nemitz stated that some of the renovations have been paid by fund raising efforts of the Friends of the Library. Ms. Nemitz provided detailed information on the White Bear Lake Library during a tour of the White Bear Lake Library. The last major library project being completed is at the Shoreview Library location. The Shoreview Library is scheduled to open in January 2017. Ms. Nemitz also informed CIPAC that she will be leaving Ramsey County to become the Santa Cruz County, California Library Director. This county has 10 libraries and will be undergoing some major renovation projects. She thanked CIPAC for their insight and recommendations on various Library and county-wide projects.

4) 2016 Technology Application Program funding allocation

Jim Hall, Chief Information Officer gave a brief history of his background in Information Technology. Mr. Hall presented information on the Technology Application Program and the role of the Technology Governance Committee with the Program. He explained the process of funding proposals for new systems and systems upgrades. For 2016, there were over 30 project requests, with 17 projects being funded. The total funding is approximately \$11M from various funding sources, including \$2.8M in levy funding and funding from the addition of the Records Technology Fund. Mr. Hall highlighted five funded projects, with information on each project provided on a handout. Chair Miller asked about Ramsey County departments knowing what technology they may need. Mr. Hall explained that there is Information Services support staff in many departments and that ongoing training exists for users to fully use new or upgraded systems.

5) Other

Bruce Thompson, Property Management Director gave a brief update on the Riverfront Deconstruction project. The project is slightly behind schedule due to the need of stabilizing the retaining wall into the cliff with bolts. A Request for County Board Action on a Request for Quotes for developing the site is planned for the July 19 County Board meeting.

The August 4, 2016 meeting will have an update on the Boys Totem Town facility and Juvenile Services provided by Ramsey County. Mr. Kuhn will check on having the meeting at Boys Totem Town.

6) Set Next Meeting Date – August 4, 2016 7:30 a.m.

Location – to be determined

7) Adjourned

Upon the appropriate motion, the meeting was adjourned at 8:50 a.m.

Respectfully submitted,
Steve Kuhn
CIPAC Coordinator

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, AUGUST 4, 2016**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, August 4, 2016, at the Boys Totem Town facility, 398 Totem Town Road, St. Paul at 7:30 a.m.

Members Present: Chair James Miller, Quinn Doheny, Sue Hauwiller, Joe Kolar, and, Dan Parker.

Staff Present: Mary Karcz, Steve Kuhn, Lee Mehrkens, Michelle Finstad, Keith Lattimore, Jennifer Schuster-Jaeger, and Bruce Thompson.

1) Call to Order

Chair Miller called the meeting to order at 7:35 a.m., to accommodate any latecomers to the meeting due to the weather or new meeting location.

2) Approve minutes of June 2, 2016

Chair Miller asked for a motion to approve the Minutes of June 2, 2016. A motion was moved to approve the minutes with one correction. Correction made from Mr. to Ms. Nemitz. Motion was seconded. All in favor. Motion carried.

3) Boys Totem Town/Juvenile Services update

Keith Lattimore, Boys Totem Town (BTT) Superintendent started out the presentation by showing multiple camera shots of the site on screen. Mr. Lattimore thanked the Committee for recommending the funding of the BTT Security Camera System project. The implementation of the project started in February 2016 with the installation of 104 cameras. Mr. Lattimore showed how the cameras can zoom in/out, for example on license plates. The video displayed is in real time. The funding also provided funds for purchasing a server to store the video, which is stored for 30 days, unless needed longer due to an investigation of any type of incident. The cameras and server can be moved if needed. The BTT site was one of the last facilities in Minnesota to have cameras installed. Mr. Lattimore noted that juvenile crime is down in Ramsey County. Also, the facility houses just boys and does not include girls or juvenile sex offenders.

Ms. Michelle Finstad, Corrections Deputy Director of Juvenile Services explained the various phases of the Juvenile Services delivery system. Phase I started in December 2014 and set up the governance structure with Hennepin County to discuss the idea of a shared residential treatment option that could improve services for the youth in both counties. Phase II included the evaluation of programming issues and options in providing services to juveniles. Phase III includes the pre-design services related to a potential future joint-county juvenile treatment program. This phase will occur over the next six months until March-April 2017. Some steps/actions of Phase III are: ongoing stakeholder engagement and community feedback, further development of programming needs and requirements, recommendations on total number of beds and distribution among populations to be served, determining recommended staffing requirements, developing projected operating budgets, and site requirements and site selection. The site selection would need to be large enough to accommodate programming needs and be accessible by public transportation. The findings and recommendations would be presented to the community/stakeholders and both County Boards in the spring of 2017. It was suggested to then have this presentation at a future CIPAC meeting.

4) Riverfront Deconstruction project update

Bruce Thompson, Property Management Director gave an update on the Riverfront Deconstruction project. The Adult Detention Center is now gone and the retaining wall is about 70% complete. The RCGC-West building is being demolished internally and then externally, starting in September. A void in the 'F' building of the RCGC-West campus was discovered and needed to be stabilized. The retaining wall, after the RCGC-West is demolished, should be completed in the summer of 2017. On August 16, a request for Board Action will be presented to the County Board to approve solicitations for the master development of the site. This master development would be similar to the development process of the Rice Creek Commons (TCAAP) site. The site would be ready for development in the fall of 2017.

5) Other

Lee Mehrkens, Finance Director mentioned that a new Accountant will be starting in Finance in early September and would be available to gather information of financing trends on projects funded through the Capital Improvement Program.

6) Set Next Meeting Date – October 6, 2016 7:30 a.m.

Chair Miller suggested having the October meeting at the Gibbs Farm, located near intersection of Larpenteur Avenue and Cleveland Avenue. The Committee favored that site for the next meeting.

7) Adjourned

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

After the meeting, a tour of the Boys Totem Town facility was conducted by Mr. Lattimore.

Respectfully submitted,
Steve Kuhn
CIPAC Coordinator

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, OCTOBER 6, 2016**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, October 6, 2016, at Ramsey County Historical Society-Gibbs Farm site, 2097 Larpenteur Avenue, St. Paul at 7:30 a.m.

Members Present: Chair James Miller, Gary Bank, Triesta Brown, Bonnie Jackelen, Sue Hauwiller, Dennis Larson, Greg Lauer, Shaun McClary, Dan Parker, and Lawrence Sagstetter.

Staff Present: Steve Kuhn, Bruce Thompson and Mark Thompson.

1) Call to Order

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

2) Approve minutes of August 4, 2016

Chair Miller asked for a motion to approve the Minutes of August 4, 2016. A motion was moved to approve the minutes. Motion was seconded. All in favor. Motion carried.

3) Bonding and Debt Management

Mark Thompson, Investment & Debt Manager started out the presentation by handing out a packet titled "Bonding Overview". Mr. Thompson explained what is bonding and various bond features. He also explained CIPAC's role in the County bonding process. CIPAC reviews, rates, and recommends Regular Projects requests and reviews and comments on Major Projects requests. Mr. Thompson explained the five general steps in detail, when issuing a bond. These are the County Ordinance Process, Preparation of Official Statement, County Board Authorizes Bond Sale, Presentation to Rating Agencies, and Competitive Sale of Bonds. He noted that it may take up to five months to complete a bond issuance. Ramsey County's Bond Rating is the highest from the two major rating agencies: Standards & Poor's Corporation of AAA and Moody's Investment Service of Aaa. Ramsey County is one of only approximately 70 counties in the U.S. to have the highest rating from both agencies. Mr. Thompson showed an example of a Debt Service repayment Schedule which shows the amount of principal and interest paid back on February 1 and August 1. The principal amount may vary depending upon how the repayment schedule is structured. The amount of outstanding bonds at the end of 2015 was \$207.7M. The County's annual debt service levy to make the semi-annual payments has stayed level at \$20.7M for the past few years.

4) Ramey County Historical Society – Gibbs Farm

Chad Roberts, Ramsey County Historical Society President and Terry Swanson, Gibbs Farm Site Manager welcomed the committee to the Gibbs Farm site. Mr. Roberts stated the site was eight acres large with the buildings listed on the National Register. The buildings include the farmhouse, the white barn, the red barn, the admissions building, and the annex (house). The Historical Society has developed a strategic plan. This includes analyzing capital needs such as roof replacements, air-conditioning needs and the future partnership with the Bell Museum which is being constructed across the street. The Historical Society is also exploring the idea of four-season space, especially space needed during inclement weather. Ms. Swanson explained some of the program offered at the Gibbs Farm site.

5) Other

Chair Miller mentioned about meeting on October 11 with Finance to discuss information gathering of financing trends on projects funded through the Capital Improvement Program. Mr. Miller also suggested reviewing the idea of moving the \$2M allocated to Public Works for road maintenance/pavement resurfacing from bond funding to pay-as-you-go (levy) funding.

6) Set Next Meeting Date – December 1, 2016 7:30 a.m.

The December meeting is to be held at the Parks & Recreation admin. Building, 2015 Van Dyke Street in Maplewood.

7) Adjourned

Upon the appropriate motion, the meeting was adjourned at 8:47 a.m. After the meeting, a tour of the Gibbs Farm site was conducted by Mr. Roberts and Ms. Swanson.

Respectfully submitted,
Steve Kuhn
CIPAC Coordinator

**APPROVED
RAMSEY COUNTY
CAPITAL IMPROVEMENT PROGRAM CITIZENS' ADVISORY COMMITTEE
MINUTES OF THURSDAY, DECEMBER 1, 2016**

The Ramsey County Capital Improvement Program Citizens' Advisory Committee met on Thursday, December 1, 2016, at the Ramsey County Parks & Recreation Administration building, 2015 Van Dyke Street, Maplewood at 7:30 a.m.

Members Present: Chair James Miller, Gary Bank, Sue Hauwiller, and Greg Lauer.

Staff Present: Steve Kuhn, Lee Mehrkens, Mary Karcz, Bruce Thompson, Kyle Metad, Jack Serier, Jon Oyanagi, and Trudi Winek.

1) Call to Order

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

2) Approve minutes of October 6, 2016

Chair Miller asked for a motion to approve the Minutes of October 6, 2016. A motion was moved to approve the minutes. Motion was seconded. All in favor. Motion carried.

3) Sheriff Office Buildout – 3rd Floor at Law Enforcement Center (LEC)

Jack Serier, Chief Deputy Sheriff, presented a PowerPoint presentation on the renovation of the 3rd floor area at the Law Enforcement Center. Assisting Mr. Serier was Kyle Mestad, Director of Planning & Policy Analysis for the Sheriff's Office. Mr. Serier stated some of the project goals such as: provide additional security & safeguards, utilize current empty and unused open space, crease a public space/conference room closer to the entry, allow employees privacy when discussing private matters, and establish a secure waiting room. Mr. Serier gave a brief history of the LEC and also noted that the LEC has tenants besides the Sheriff's Office, such as the Second Judicial District Court, County Attorney's Office, Emergency Communications Center, Property Management, Public Defender's Office, and Project Remand. The project is being considered in two phases and estimated at about \$164,000. This amount may be reduced if the project is done in one phase. The project will be funded with some 2015 year-end operational budget savings and potentially a CIP contingent account request. This will be determined at a later date after the final project budget and schedule have been determined.

4) CIPAC Meeting Dates & Agenda Planned for 2017

Mr. Kuhn discussed the CIPAC meeting dates & agenda planned for 2017 (schedule was included in the agenda packet). Mr. Kuhn noted that meetings in February through May would be held at the Parks & Recreation administration building site. The August and October meeting locations could be held at the Shoreview Library and the new Workforce Solutions site, as suggested by Bruce Thompson, Property Management Director. Upon further discussion, the February meeting may be held at the new Workforce Solutions site, located at 2266 2nd Street, North St. Paul.

5) CIP Contingent Account Status Report

Mr. Kuhn noted the CIP Contingent Account balance is now at \$267,287.73.

Mr. Miller stated the CIP Contingent Account is used for unanticipated or emergency type requests. Mr. Kuhn also noted that the account may be used to complete the funding of a project requested in the next biennial cycle, if the project would fall just short of being funded.

6) Ramsey County Arena Task Force update

Jon Oyanagi, Parks & Recreation Director gave an update on Arena Task Force report. The report had 13 recommendations. Mr. Oyanagi noted recommendations such as the Refrigerant Replacement, Other Capital Improvements, and Criteria for Ending Use as an Ice Arena or Adding an Arena. There are 13 sheets of ice at 11 sites. Seven sites are in the city of St. Paul. The refrigerant replacement could cost about \$800,000/sheet of ice and the improvements at each site could also cost \$800,000. This compares to building a new arena at a cost of \$8M. The County Board recently completed a tour of some of the ice arenas. There will be a County Board workshop in early 2017 to determine the future of ice arenas. The County's ice arenas are impacted by factors such as the County's demographics, Hockey Associations and School Districts throughout the county and region. The Board will determine a multi-year strategy and then how to fund to strategy.

7) Other

Mr. Thompson gave an update on the RCGC-West building project. The demolition of the building should start occurring by the end of January 2017. The retaining wall for the bluff will start in April 2017. There was one response for the Master Developer solicitation, from a Phoenix, Arizona developer. Mr. Thompson also noted that Ramsey County and the City of St. Paul are in discussion on the sidewalk size and easements near the RCGC-West building.

8) Set Next Meeting Date – February 2, 2017 7:30 a.m.

The February meeting is scheduled to be held at the Parks & Recreation admin. Building. This meeting may be occur at the new Workforce Solutions site instead. This will be determined closer to the meeting date.

9) Adjourned

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

Respectfully submitted,
Steve Kuhn
CIPAC Coordinator