



CAPITAL IMPROVEMENT PROGRAM
2024-2025 Approved Budget
2024-2029 Plan

APPROVED DECEMBER 12, 2023

Capital Improvement Program 2024-2025 Approved Budget 2024-2029 Plan

The 2024-2025 Capital Improvement Program (CIP) budget and 2024-2029 CIP Plan are presented here. The 2024-2025 Capital Improvement Program (CIP) Budget and 2024-2029 CIP Plan reflects the same strategic foundation that guided the development of the proposed 2024-2025 operating budget. It also demonstrates an ongoing commitment to better align with Ramsey County's vision, mission, goals, and values.

Established in 1987, with Resolution #87-089, the CIP defined the need to provide an orderly and efficient long-term plan for acquiring necessary buildings, land, major equipment and other commodities of significant value which has a useful life of several years. And set forth specific goals and policies for the capital improvement program budgeting process, including how projects should be reviewed and prioritized for funding and the involvement of a citizen committee, Capital Improvement Advisory Committee (CIPAC). The resolution included ranking criteria CIPAC would use, such as whether the project would enhance Ramsey County's image, but overlooked other important factors, such as the impact of the proposed projects on racial equity. And for more than 30 years, as the mission and vision of Ramsey County has evolved, this policy governing project prioritization has largely remained unchanged.

Until now. throughout the past year, work was initiated, and criteria was updated to fully align with the county's strategic priorities, mission, values and goals per Resolution B2023-077. The process and projects that you read about on the following pages are the outcomes of current work. This is a multi-year process with results provided in subsequent budget years.

The following pages identify proposals in the "maintenance" and "new project/major renovation" capital investment categories. Each of these categories is defined on subsequent pages, along with an outline of Ramsey County's debt management strategy. A discussion of the impact of these projects on the county's operating budget is also included to help draw specific connections between the investments made here and the long-term impacts on the services we provide.

The 2024-2025 CIP budget increases the funding available for projects by \$500,000 in both 2024 and 2025. This recommendation comes after careful analysis and consideration, recognizing the needs of our community both for safe and well-maintained assets and for jobs and economic opportunity. This increase fits within our existing debt levy, meaning we can further invest in our community.

Ultimately, the capital budget seeks to maximize our investment in our assets and our community, and reflects our commitment to responsible, sustainable, and intentional care for those we serve, and the spaces used to serve the community.

Governance

The Ramsey County Board of Commissioners sets forth and administers the policy and affairs of the Capital Improvement Program Plan.

In 1987, The Board of Ramsey County Commissioners created a fourteen-member Capital Improvement Program Citizens' Advisory Committee (CIPAC). Res 87-162.

The CIPAC consists of up to 14 citizens appointed by the county board who meet throughout the year to monitor current or upcoming projects and recommend contingent or capital project change requests. Department Directors and teams regularly present development updates to CIPAC.

CIPAC plays a significant role in creating good will for the County. Through their many and varied contacts in the community, CIPAC members have frequent opportunities to inform others about County capital improvement projects accomplishments and needs. CIPAC can be the County's good will ambassadors, building awareness and support wherever possible. At the same time CIPAC Members are being vocal and visible on behalf of the County, they can also be sensitive to community information needs and demands for better County services. CIPAC Members enjoy unique opportunities to serve as liaisons between the public and the County Commissioners, translating community needs into improved policies and programs.

Community Engagement

The County's CIP is developed with public participation and community engagement. CIPAC members listen to presentations, rate, and rank maintenance projects and provide feedback on new project/major renovation requests. The County Manager uses this information in preparing the Proposed Capital Improvement Project Budget which is presented to the Ramsey County Board of Commissioners.

Direct community participation is also incorporated through the County departments in the development of the program and services associated with each capital project. Finance also engages the public through town halls, board hearings, and feedback to ensure the needs of the community are being met. The County Board holds public hearings as part of budget process to afford the public an opportunity to comment on each proposed project.

CIP Project Requests

CIP projects are submitted by all County Departments, Ramsey County Library, Landmark Center, Historical Society, and Extension Services and are currently divided into three categories:

1. **Maintenance Projects** - routine, planned and predictable actions that keep assets in their original condition. Maintenance projects proposed for funding in the 2024-2025 Capital Improvement Plan Budget address the needs for maintaining capital facilities and infrastructure.
2. **New and Major Renovation Projects** - New endeavors, or an enhancement, renovation, or refurbishment. New and Major projects include land, buildings and/or major renovations and new equipment purchases.
3. **Building Improvements** - Periodic maintenance and repairs including items such as carpeting and painting.

For the 2024-2025 budget, departments and agencies submitted 54 New Project/Major Renovation requests, 16 Maintenance Project requests, and 7 Building Improvement requests covering the six-year period of 2024-2029. A working document was created to assist members of the Capital Improvement Program (Citizen) Advisory Committee (CIPAC) in reviewing the project requests. County department/agency heads and staff made oral presentations and answered questions about their project requests to these raters on March 2 and April 6, 2023. CIPAC met on May 5th to review and approve requests. At that time, bonding was to allow for \$6m a year, totaling \$12m over the biennia. A link to the workbook, containing all requests, can be found on the budget and finance page of the Ramsey County Website, under current Capital Improvement budget and plan. Visit <https://www.ramseycounty.us/your-government/budget-finance> . A direct link can be found [here](#).

CIPAC Rating System

The CIP project request rating system was established in 1987 and updated in 2000 and 2018. To adapt to changing social and economic conditions and to better align with Ramsey County's vision, mission, goals and values, criteria was updated again in 2023 per Resolution B2023-077. This resolution also granted authority to

the County Manager to amend the capital budgeting process as necessary to remain consistent alignment with the county’s vision, mission, and goals.

For the 2024/2025 budget, The Capital Improvement Program (Citizen) Advisory Committee (CIPAC) members reviewed and individually ranked Project Requests based on the criteria below.

Maintenance Projects were rated on a scale of 1-5 with 1 being the lowest and 5 the highest. Each of the rating criteria has a weighting percentage assigned to it in the order of its importance.

The criteria and weighting percentages in order of priority are:

	Weight
1. Health, Safety & Legal	25%
2. Strategic Priorities	25%
3. Asset Preservation	20%
4. Racial & Health Equity	15%
5. Efficiency	5%
6. Linkages & Readiness	5%
7. External Facing	5%
	100%

New Projects/Major Renovations received a "Yes" or "No" score for alignment with one or more strategic priorities. CIPAC members were also encouraged to comment on requests. This will also be used in conjunction with cost and financial information and advice from the CIP Advisory Committee and County Manager.

Ranking and results were discussed at the May 5, 2023, CIPAC meeting. CIPAC’s official recommendations can be found on page 719 of [2024-2025 Proposed Budget Document](#).

Capital Improvement Program Advisory Committee (as of June 30, 2023):

James Bradford III	District I	(Nicole Joy Fretham)
Gary Bank	District II	(Mary Jo McGuire)
Logan Beere	District VI	(Mai Chong Xiong)
Robert A Harrison	District II	(Mary Jo McGuire)
Mazel Y Mccoy-Anderson	District VII	(Victoria Reinhardt)
Nicolle K Mechelke	District IV	(Rena Moran)
Niko E Le Mieux	District IV	(Rena Moran)
James Miller	District V	(Rafael Ortega)
Lawrence Sagstetter	District I	(Nicole Joy Fretham)
Gary Unger	District VII	(Victoria Reinhardt)
Vacant	District III	(Trista Martinson)
Vacant	District III	(Trista Martinson)
Vacant	District VI	(Mai Chong Xiong)

Approved Budget

The Ramsey County Board of Commissioners approved the 2024/2025 Capital Improvement Program Budget and 2024-2029 Capital Improvement Program Plan on December 12, 2023, per Resolution B2023-246.

Maintenance Projects

The various renovations, repairs, and replacements recommended below will allow the County to maintain and improve services currently provided. Funding in the amount of \$6,500,000 in 2024 and \$6,500,000 in 2025 will be available from the sale of bonds.

Project Title	FY 24	FY 25	FY 24-25
Repair & Maintenance of Kitchens at Lake Owasso Residence	\$ 500,000	\$ -	\$ 500,000
Parking Lot & Road Resurfacing at Lake Owasso Residence	\$ -	\$ 125,000	\$ 125,000
Landmark Cntr- Replacement of Lighting Dimmer Control Panels	\$ -	\$ 275,000	\$ 275,000
Arena Capital Maintenance	\$ 442,750	\$ 600,000	\$ 1,042,750
Landmark Cntr - Update Building Automation (BAS) System	\$ 221,000	\$ -	\$ 221,000
Sheriff's Water Patrol Station Roof Replacement	\$ 1,400,000	\$ -	\$ 1,400,000
Fleet Air Compressors Replacement Project	\$ 109,518	\$ -	\$ 109,518
Landmark Cntr - Replace Main Vertical Shaft Pipe Run	\$ 256,000	\$ -	\$ 256,000
Landmark Cntr - Sidewalk Replacement	\$ 225,500	\$ -	\$ 225,500
Public Works Fleet Fuel Island Maintenance Project	\$ -	\$ 914,000	\$ 914,000
Suburban Courts Building Envelope & Storefront Restoration	\$ 245,000	\$ 863,000	\$ 1,108,000
Natural Resources Habitat Restoration & Maintenance	\$ 100,000	\$ 200,000	\$ 300,000
Landmark Cntr- Air Handling Unit Replace/Variable Freq Drive Install	\$ -	\$ 254,000	\$ 254,000
Updated Parks & Trails Signage	\$ -	\$ 262,500	\$ 262,500
Highland Arena Roof	\$ 1,700,000	\$ -	\$ 1,700,000
Parks & Recreation Pavement Preservation	\$ -	\$ 1,000,000	\$ 1,000,000
Public Works Pavement Preservation	\$ 1,300,000	\$ 2,000,000	\$ 3,300,000
Contribution to Contingent	\$ 232	\$ 6,500	\$ 6732
Total	\$6,500,000	\$6,500,000	\$13,000,000

The above list is representative of all Maintenance Projects Requested for the 2024/2025 biennial budget. Initially, bonding was to allow for \$6m a year, totaling \$12m over the biennia. However, after careful review, it was recommended that the threshold be raised to \$6.5m in 2024 and 2025. Most projects requested 2024 funding. Therefore, CIPAC delegated discretion to County Staff to work with departments to determine fiscal year allocations and timing of projects. Additionally, the EGCI service team identified an urgent need to replace the Highland Arena Room and re-allocated \$1.7m of pavement presentation funds to that request.

New Projects/Major Renovations

The following new and major projects are proposed for the 2024/2025 budget. Funding in the amount of \$13,000,000 in 2024 and \$13,000,000 in 2025 will be available from the sale of bonds.

Project Title	FY 24	FY 25	FY 24-25
Juvenile and Family Justice Center Elevator Modernization Project	\$ 2,833,000	\$ -	\$ 2,833,000

Project Title	FY 24	FY 25	FY 24-25
<p>This project is for replacing aging and unsupported elevators at the Juvenile and Family Justice Center. Elevators are a critical component of JFJC life safety and security operations. They assist with movement of staffs, visitors, and juveniles that are housed in the facility. Any delay in start and completion of the project will result in building and ADA code and other regulatory violations due to non-working elevators, additional risks and higher potentials for loss during fire and building evacuations, gap in work activities and delivery of services. Development of project specifications, plans and bid documents is scheduled in 2024. Construction shall commence and completed in 2025. Funding for this project is proposed to be financed with \$2,833,000 of County Bonds in 2024</p>			
<p>Law Enforcement Center Elevator Modernization Project</p>	<p>\$ 3,782,000</p>	<p>\$ -</p>	<p>\$ 3,872,000</p>
<p>This project is for replacing aging and unsupported elevators at the Ramsey County Law Enforcement Center. Elevators at LEC are utilized for the movement of staff and visitors in addition to individuals that are housed in the facility. LEC elevators are a critical component of efficient and safe facility operations especially in the detention portion of the facility. Any delay in start and completion of the project will result in building and ADA code and other regulatory violations due to non-working elevators, additional risks and higher potentials for loss during fire and building evacuations, gap in work activities and delivery of services. Development of project specifications, plans and bid documents is scheduled in 2024. Construction shall commence and completed in 2025. Funding for this project is proposed to be financed with \$3,872,000 of County Bonds in 2024.</p>			
<p>Family Service Center/Aldrich Arena Parking Lot Separation</p>	<p>\$ 363,000</p>	<p>\$ -</p>	<p>\$ 363,000</p>
<p>The project is for separation of parking lot areas between the Family Service Center and Aldrich Arena. Over the last 4 years multiple traffic accidents at the Family Service Center (FSC) were caused by drivers, learning how to drive in the Aldrich Arena parking lot. Separating the FSC and Aldrich Arena parking lots with new curb, gutter, sidewalk, and bollards will prevent new drivers from accessing and colliding with the property and perhaps prevent serious injury or death. Project should begin in Spring 2024. Funding for this project is proposed to be financed with \$363,000 of County Bonds in 2024</p>			
<p>Strategic facility upgrades (gender neutral bathrooms, lactation spaces, signage, etc.)</p>	<p>\$ -</p>	<p>\$ 3,000,000</p>	<p>\$ 3,000,000</p>
<p>This Project is a combination of three requests and will support implementation of gender-neutral restrooms, lactation/wellness/mediation rooms and signage upgrades. Gender-neutral restrooms and lactation/wellness/mediation rooms within County buildings supports an inclusive approach to well-being for all. These rooms are an important part of providing healthy and accessible workplaces for staff members. Exterior and public-facing signage is an important part of the County's identity and image. The current monument and public signage in the County's owned buildings are outdated and inconsistent in terms of County branding. Project will begin with identifying locations in 2024. Funding for this project is proposed to be financed with \$3,000,000 of County Bonds in 2025.</p>			
<p>New Voting System</p>	<p>\$ 2,000,000</p>	<p>\$ -</p>	<p>\$ 2,000,000</p>

Project Title	FY 24	FY 25	FY 24-25
<p>This project is for replacement of the county’s voting system. By replacing an aging election system, Ramsey County will continue to provide a secure and efficient voting experience to its residents. Providing convenient and equal access to voting is a central component of democratic government. Having a comprehensive and technologically up-to-date voting system available for all types of voting (no-excuse early voting by mail, early voting in-person, and in-person voting on election day) allows Ramsey County to continue to provide high-quality election services while reducing wait times for voting. A RFP solicitation will need to be issued in October/November 2024, with contract negotiations occurring Spring of 2025. Projected delivery and acceptance of new equipment is April 2025. The new system will be in place and fully functioning for use with the November 2025 General Election. Funding for this project is proposed to be financed with \$2,000,000 of County Bonds in 20224</p>			
<p>Expand and Enhance Public Facing WIFI at RC Facilities</p>	<p>\$ 1,400,000</p>	<p>\$ -</p>	<p>\$ 1,400,000</p>
<p>This project is an investment in building facilities infrastructure and wireless technology to expand and enhance WIFI services for staff and residents. Modern WIFI services at RC facilities will enable several life safety features at Service Centers including “Staff Duress, and Emergency Responder” features. This investment will directly strengthen individual, family and community health, safety, and well-being and supports the RC priority of Residents First: Effective, Efficient & Accessible Operations. As work is already overdue as some building, the timeline will need to be prioritized by the project government team and is anticipated to begin in 2024. CIP will fund one half of the \$2,800,000 requested, Funding for the remaining \$1,400,000 is other county funds. Funding for this project is proposed to be financed with \$1,400,000 of County Bonds in 2024.</p>			
<p>Emergency Backup Generator</p>	<p>\$ 412,500</p>	<p>\$ -</p>	<p>\$ 412,500</p>
<p>This project is for the replacement of the emergency generator and will increase emergency support to the entire facility at the Medical Examiners building. The Medical Examiner’s building is a critical 24/7 facility providing death investigations for the citizens of Ramsey County. The facility must always remain fully functional, and the current generator is 20+ years old and reaching end of life. To maintain continuance of operations, project design should start in 2024 with construction in 2025. Funding for this project is proposed to be financed with \$412,500 of County Bonds in 2024</p>			
<p>St. Paul Campus Security</p>	<p>\$ 1,091,000</p>	<p>\$ -</p>	<p>\$ 1,091,000</p>
<p>This project is for a comprehensive permanent security fence complete with gates, and additional security cameras at the Saint Paul campus, which includes Law Enforcement Center, Adult Detention Center (county jail), Emergency Communications (9-1-1) Center, Courtrooms, Public Defender’s Office, County Attorney’s Office, and the 402 Building (Mental Health Center). The campus is a critical and vital infrastructure for the county, providing 24-hour emergency services. Should there be a breach of security at the campus, the county’s public safety system would be compromised. Project will be initiated in 2024. Initially budgeted over 3 years, the total \$1,091,000 has been budgeted for the 2024/2025 budget. Funding for this project is proposed to be financed with \$1,091,000 of County Bonds in 2024.</p>			
<p>Safety & Security Enhancements (Suicide Prevention Barriers), ADC</p>	<p>\$ 900,000</p>	<p>\$ -</p>	<p>\$ 900,000</p>

Project Title	FY 24	FY 25	FY 24-25
This project continues work around providing additional safety and security enhancements to the Adult Detention Center (County Jail) and aid in the prevention of suicide and self-injuries. Two of the ten housing units have suicide prevention barriers installed and fully operational. The 2024/2025 request was designated funding for two pods. The amended budget will fund one additional pod with either security glass and controlled access doors or a security mesh on the upper levels. Work on this unit is expected to begin in 2025. Funding for this project is proposed to be financed with \$900,000 of County Bonds in 2024			
Strategic Development Opportunities	\$ -	\$10,000,000	\$10,000,000
Funds are being held for potential future needs and thus undesignated. Projects may be brought forth in the 2025 Supplemental Budget to be financed with \$10,000,000 of County Bonds in 2025.			
Contribution to Contingent	\$ 128,500	\$ -	\$ 128,500
Funds unallocated will fall to the contingent account for future use.			

Bond Issuance Costs

Allocations for bond issuance costs for both Maintenance and New Projects/Major Renovation requests of approximately \$150,000 annually will be funded with prior year bond premiums.

Other Projects

Capital Improvement Levy

Funding of \$1,100,000 in 2024 and \$1,100,000 in 2025 is included from Capital Improvement levy funds for Building Improvements/Repairs. This funding is for buildings and grounds which are not currently recorded in separate Internal Service Funds and not managed by the Property Management Department. This includes the County Barn, the Landmark Center, and Parks & Recreation. The County Board set a goal to finance predictable life cycle maintenance of buildings and grounds currently in the County's General Fixed Assets. See Schedule 1 for a breakdown of proposed expenditures.

Building Improvements/Maintenance

In 1996, the Capital Improvement Program (Citizens) Advisory Committee (CIPAC) recommended, and the County Board approved, the use of dedicated rental revenues in the RCGC-East and RCGC-West buildings' operating budgets to fund a plan of building improvements/maintenance. In the 2001 budget, the County Board approved the use of dedicated rental revenues in the Juvenile and Family Justice Center to finance a 5-Year plan for the first time. Beginning with their opening, the Law Enforcement Center, the Public Works Facility, the Sheriff Patrol Station and the Suburban Court Facility are also using this same funding method. The County Board also approved the use of dedicated rental revenues for the Courthouse/City Hall, the Libraries, the 911 Dispatch Center, the 90 West Plato Boulevard location, the Metro Square building, the 402 University Avenue building, the 5 South Owasso Boulevard location, the Correctional Facility (Workhouse), the Medical Examiner building, and the 555 Cedar building. Continued funding in this manner for the building improvements/maintenance is proposed, as Other County Funds. See Schedule 1 for a breakdown of proposed expenditures.

2024-2025 CIP ADDENDA

	2024 Budget					2025 Budget					
	FTEs	Appropriations	Revenue	Fund Balance	Uncollectibles Levy	FTEs	Appropriations	Revenue	Fund Balance	Uncollectibles Levy	
Capital Improvement Program (CIP) Budget											
Library Fire Panels Project - reduce amount needed from \$675,000 to \$124,000 to be funded with library debt service.	-	(675,000)	(675,000)	-	-	-	-	-	-	-	-
Increase Building Improvements-Property Management amount for: Public Works Facility		126,946	126,946	-	-		126,946	126,946	-	-	-
Increase Building Improvements-Property Management amount for: Libraries	-	82,416	82,416	-	-		82,416	82,416	-	-	-
Increase Building Improvements-Property Management amount for: Courthouse/City Hall	-	165,241	165,241	-	-		165,241	165,241	-	-	-
Increase Building Improvements-Property Management amount for: Ramsey County Buildings	-	1,001,604	1,001,604	-	-		1,001,604	1,001,604	-	-	-
Correct typo of \$1,123,567 listed under 2025 Building Improvements/Repairs (Capital Levy). Amount was not included in total.	-	-	-	-	-		-	-	-	-	-
Contribution to contingent to align bonding and amount awarded. Maintenance \$		128,732	128,732				6,500	6,500			
To correct for error in schedule and rounding		(2)	(150,002)				-2	(150,002)			
		348,472,489	348,472,489				296,195,719	296,195,719			
Total adjustments from the previously proposed budgets	-	829,937	679,937	-	-	-	1,382,705	1,232,705	-	-	-

2024-2025 CIP FINANCING SOURCES

	<u>2024</u>	<u>2025</u>
<u>Bonds</u>		
Major Projects	\$13,000,000	\$13,000,000
Maintenance Projects	<u>6,500,000</u>	<u>6,500,000</u>
	19,500,000	19,500,000
<u>Capital Improvement Levy</u>		
Building Improvements/Repairs	<u>1,100,000</u>	<u>1,100,000</u>
Total Levy	1,100,000	1,100,000
<u>Other Funding Sources</u>		
Bond Premium (Issuance Costs)	150,000	150,000
Federal Funds	124,226,460	109,329,690
State Funds	67,910,200	19,380,200
Municipal/Other Funds	122,748,000	131,345,000
Other County Funds	<u>12,837,829</u>	<u>15,390,829</u>
Total Other	327,872,489	275,595,719
TOTAL PROPOSED CIP FINANCING	<u>\$348,472,489</u>	<u>\$296,195,719</u>

Ramsey County has worked to stabilize the County's debt service levy and maintain it at a consistent level. The proposed budget supports this goal and allows the County Board to continue reviewing and prioritizing current and future capital improvement demands. Requests for Board Action (RBA), approving major capital improvement projects will include authorization to establish specific capital project budgets. The Debt Service levy and Capital Improvement and Equipment Replacement levy amounts necessary to finance these proposed funding levels are included in the 2024-2025 Proposed Operating Budget.

Impact on Operating Budget

Maintenance Projects
CIP Maintenance Projects proposed for financing are repair/replacement projects. These projects should help improve operating efficiencies and offset increased costs for operations and repairs.

New Projects/Major Renovations
Juvenile and Family Justice Center Elevator Modernization Project
New elevators have approximately 50%-60% lower electrical consumption than the existing units. Cost saving calculation will depend on frequency of elevator use and could vary moderately. New elevators will be under a full year of labor and material warranty and will be at no cost for repairs unless breakdown is due to vandalism or other external conditions.
Law Enforcement Center Elevator Modernization Project
New elevators have approximately 50%-60% lower electrical consumption than the existing units. Cost saving calculation will depend on frequency of elevator use and could vary moderately. New elevators will be under a full year of labor and material warranty and will be at no cost for repairs unless breakdown is due to vandalism or other external conditions.
Family Service Center/Aldrich Arena Parking Lot Separation
Separating the FSC and Aldrich Area parking lot would prevent future unknown and unbudgeted expenses due to repair and insurance claims for structural or physical, bodily damage. Impact on future maintenance costs would be minimal.
Strategic facility upgrades
There are no direct implications for operating budgets, however, it is important to provide wellness resources such as spaces for gender neutral restrooms as well as lactation/wellness/meditation spaces for County residents and staff. As well as provide clear, assessable wayfinding for County buildings.
New Voting System
There are no direct implications for operating budgets as the Voting System JPA with cities provides ongoing funding for maintenance and support beyond the initial system purchase.
Expand and Enhance Public Facing WIFI at RC Facilities
Information Services will need to expand their bi-annual budget for device lifecycle management beginning in 2027-2028. The number of wifi endpoint devices supported and maintained by IS will be more than tripling. The existing Network and Telecom Teams in Information Services can support this expansion without any additional FTE if they continue to be funded for full staffing of 9 FTE and not be restricted to hiring freezes when/if staff transition. Many departments at Ramsey County use their own department funding to pay for independent Comcast Cable Internet services to provide public wifi services. With this proposal, we will eliminate most of these ad-hoc, disjointed investments with a centralized, enterprise wide wifi service supported by Property Management and RC Information Services. The expansion and redesign of WIFI services in support of high-bandwidth public and staff wifi services is an investment into our facilities that will directly help residents while they are at or work from RC facilities.
Emergency Backup Generator
There are no immediate implications on operating budgets, however there is potential for future energy cost savings as this is a more cost-effective generator
St. Paul Campus Security
By installing a permanent security fence, current temporary measures such as assigning Deputies to work campus security at \$10,000-\$15,000 per day along with rental of temporary fencing and barriers will no longer be needed.
Safety & Security Enhancements (Suicide Prevention Barriers), ADC
Prevention will reduce the cost of litigation(lawsuits) and legal settlements due to due to loss of life and injuries.
Strategic Development Opportunities

There will be no impact on the 2024 and 2025 operating budget, as this project involves future development opportunities.

Debt Management Investment Strategy

Effective November 6, 1992, Ramsey County became a Home Rule Charter County, the first in the State of Minnesota. Most debt and building fund levy limits and other restrictions established under previous Capital Improvement Program State Statutes no longer apply, giving Ramsey County the opportunity, and the responsibility, to establish realistic and affordable Capital Improvement levies for debt service and the Capital Improvement levy (pay-as-you-go).

Legal Debt Limit - Minnesota governmental entities are subject to Minnesota Statutes, Section 475.53, Subd. 1. which establishes a legal limit on the amount of debt that can be incurred by any such entity. The statutory debt limit is 3% of the Estimated Market Value of all taxable property in the County. The computation of Ramsey County’s legal debt limit as of December 31, 2022, was 3% of \$62,891,827,200 or \$1,886,754,816. Ramsey County’s debt subject to this limit was \$101,005,844, leaving a Legal Debt Margin of \$1,785,748,972.

Debt Service as a Percentage of Expenditures - Per County policy, Ramsey County also monitors its debt affordability measurement *Debt Service as a Percentage of Budget*. It measures the annual fixed-cost burden that debt places on the County budget. This ratio is also measured by a bond rating agency and the measurement should be less than 8% for it to be in the highest bond rating classification. County policy also states that this ratio should not rise above 8%. SP Global Ratings measured this ratio at 2.2% for the 2023 bond rating.

Other County Debt Indicators

In addition to complying with the statutory and policy measurements mentioned above, the County also monitors its debt with measurements used by the two rating agencies that assign ratings to the County’s bond issues, SP Global Ratings and Moody’s Investors Service.

Net Debt as a Percentage of Operating Revenues (S&P and Moody’s)

Ramsey County received a ‘Very Strong’ score from S&P and a ‘Strong’ from Moody’s for this measurement for the 2023 bond rating. This ratio measures the total debt burden on the County’s revenue position and can show the potential budgetary impact of future debt service. Ramsey County’s measurement by S&P was 24% and by Moody’s was 28%.

	<u>Very Strong</u>	<u>Strong</u>
Standard and Poor’s	<30%	30 - 60%
Moody’s	<33%	33 - 67 %

Net Debt to Taxable Value

Ramsey County scored in the highest classification (Aaa) for this measurement from Moody’s for the 2023B bond rating. This ratio measure how onerous future debt service payments could be to the tax base and the capacity available to generate additional revenues from the tax base to pay debt service. To be considered in the highest classification (Aaa) by Moody’s, this measurement should be less than .75%. Ramsey County’s measurement was .30%.

Ramsey County’s overall ESG Credit Impact Score is positive (**CIS-1**), reflecting positive social attributes, a strong governance profile and low exposure to environmental risks, all which support the county’s credit rating, resilience and capacity to respond to shocks.

Joint Property Tax Advisory Committee (JPTAC)

Ramsey County also participates in a cross-jurisdictional effort to coordinate and monitor the impact of debt on taxpayers in the City of St. Paul. Elected officials and executive staff representing Ramsey County, the City of St. Paul, Independent School District 625, and the St. Paul Port Authority meet regularly as the Joint Property Tax Advisory Committee (JPTAC).

The JPTAC initiates cooperative efforts to jointly plan for meeting the capital needs of each jurisdiction, coordinate general obligation financing of the area's capital needs, keep financings within agreed upon debt level targets, and monitor associated impacts on property taxes in the City of St. Paul.

The JPTAC publishes a report bi-annually and adopts target ranges for certain debt position and ability to pay indicators as benchmarks for the jurisdictions. Many of the measurements which are used, focus on the debt service levied and its effect on City taxpayers. The benchmarks have been met consistently since 1977.

Sponsor: Finance

Meeting Date: 12/12/2023

Title: Approval of the 2024- 29 Capital Improvement Program Plan and 2024- 25 Capital Improvement Program

File Number: 2023-551

Background and Rationale:

The Ramsey County Home Rule Charter, Chapter 10, Section 10. 01 (a) (2), and Section 10. 05, requires Ramsey County to prepare a five- year capital improvement program plan and capital improvement program budget for the ensuing fiscal year. County Board Resolution 2005- 068, dated February 15, 2005, authorized the County Manager to develop and implement two year budgets beginning with 2006 and 2007.

The Ramsey County Board of Commissioners met as the Budget Committee of the Whole on September 5, 2023, to review the Capital Improvement Program Plan and Budget as proposed by the County Manager and the Capital Improvement Program Citizens Advisory Committee.

Staff is requesting the approval and adoption of the 2024- 29 Capital Improvement Program Plan, the 2024- 25 Capital Improvement Program Budget and the 2024 Capital Improvement Program Financing. In addition, to be consistent with the Transportation Improvement Program, staff is requesting procurement authority for the County Manager regarding capital improvement plan agreements and contracts.

The Capital Improvement Program 2024-2025 Budget and 2024 - 29 Plan is included in the 2024-2025 Biennial Budget (page 705-731) available at www.ramseycounty.us/budget.
<<http://www.ramseycounty.us/budget>>

Recommendation:

The Ramsey County Board of Commissioners resolved to:

1. Approve the 2024- 29 Capital Improvement Program Plan, the 2024-25 Capital Improvement Program Budget, and 2024 Capital Improvement Program Financing.
2. Authorize the County Manager to enter into agreements and contracts and execute amendments to agreements and contracts in accordance with the county' s procurement policies and procedures, provided the amounts are within the limits of the Capital Improvement Program funding.

A motion to approve was made by Commissioner Reinhardt, seconded by Commissioner Frethem. Motion passed.

Aye: - 7: Frethem, Martinson, McGuire, Moran, Ortega, Reinhardt, and Xiong

By: 

Mee Cheng, Chief Clerk - County Board

*CIP Pg No.	Service Team/ Department Name/Project Name	2024 Funding Source				2025 Funding Source				2024-2025 Total
		CIP Bonds	County Levy/Other	Municipal/ Intergovt	2024 Total Requested	CIP Bonds	County Levy/Other	Municipal/ Intergovt	2025 Total Requested	
	MAINTENANCE PROJECTS CONTINUED									
	Strategic Team and General County Purposes									
409	Bond Issuance Costs (see below)	-	-	-	-	-	-	-	-	-
	Contribution to Contingent	232				6,500				
	Total Strategic Team and General County Purposes	-	-	-	-	-	-	-	-	-
	TOTAL CIP MAINTENANCE PROJECTS	6,500,000	-	-	6,500,000	6,500,000	-	-	6,500,000	13,000,000

*CIP Pg No.	CIP New/Major Projects: CIP Bonds + Other Funding 2024 & 2025 Service Team/ Department Name/Project Name	2024 Funding Source				2025 Funding Source				2024-2025 Total
		CIP Bonds	County Levy/Other	Municipal/ Intergovt	2024 Total Requested	CIP Bonds	County Levy/Other	Municipal/ Intergovt	2025 Total Requested	
	NEW PROJECTS/MAJOR RENOVATIONS									
	Economic Growth and Community Investment									
117	Juvenile and Family Justice Center (JFJC) Elevator Modernization Project	2,833,000	-	-	2,833,000	-	-	-	-	2,833,000
123	Law Enforcement Center (LEC) Elevator Modernization Project	3,872,000	-	-	3,872,000	-	-	-	-	3,872,000
135	Family Service Center / Aldrich Arena Parking Lot Separation Strategic Facility Upgrades (gender neutral bathrooms, lactation spaces, signage, etc)	363,000	-	-	363,000	-	-	-	-	363,000
	Tujub Courts Redevelopment	-	-	500,000	500,000	3,000,000	-	-	3,000,000	3,000,000
219	Pavement Preservation	-	1,685,000	-	1,685,000	-	2,900,000	2,370,000 (2)	5,270,000	6,955,000
225	Bicycle Pedestrian Projects	-	1,145,000	1,424,000	2,569,000	-	1,200,000	110,000 (2)	1,310,000	3,879,000
231	Stormwater Projects	-	1,000,000	75,000	1,075,000	-	1,000,000	-(2)	1,000,000	2,075,000
237	Traffic Signals / Roadway Appurtenances / Bridge Maintenance	-	2,442,000	3,728,000	6,170,000	-	2,515,000	3,885,000 (2)	6,400,000	12,570,000
243	Roadway Construction Improvements	-	305,000	41,586,000	41,891,000	-	1,900,000	45,685,000 (2)	47,585,000	89,476,000
255	Multi-Modal Planning Projects	-	-	261,010,000	261,010,000	-	-	204,570,000	204,570,000	465,580,000
	Economic Development/Rivers Edge	-	-	6,220,000	6,220,000	-	-	-	-	6,220,000
	Information and Public Records									
291	Expand and Enhance WIFI Services at RC Facilities to enable Resident Wireless services.	1,400,000	1,400,000	-	2,800,000	-	-	-	-	2,800,000
297	New Voting System	2,000,000	-	-	2,000,000	-	-	3,000,000	3,000,000	5,000,000

*CIP Pg No.	Service Team/ Department Name/Project Name	2024 Funding Source				2025 Funding Source				2024-2025 Total
		CIP Bonds	County Levy/Other	Municipal/ Intergovt	2024 Total Requested	CIP Bonds	County Levy/Other	Municipal/ Intergovt	2025 Total Requested	
NEW PROJECTS/MAJOR RENOVATIONS CONTINUED										
Safety and Justice										
411	Emergency Generator	412,500	-	-	412,500	-	-	-	-	412,500
315	Saint Paul Campus Security: LEC, ADC, ECC, Courts, and 402 (Mental Health) Buildings	1,091,000	-	-	1,091,000	-	-	-	-	1,091,000
339	Safety and Security Enhancements (Suicide Prevention Barriers), Adult Detention Center	900,000	-	-	900,000	-	-	-	-	900,000
309	Radio Replacement	-	-	186,460	186,460	-	-	279,690	279,690	466,150
381	BIO Generator Replacement (U of M)	-	-	-	-	-	150,000	-(1)	150,000	150,000
387	BIO Generator Replacement (U of M)	-	-	-	-	-	415,000	-(1)	415,000	415,000
393	Maplewood Generator Replacement	-	-	-	-	-	200,000	-(1)	200,000	200,000
399	AH Generator Replacement	-	-	-	-	-	-	-(1)	-	-
405	Radio Device Replacement	-	-	-	-	-	250,000	-(1)	250,000	250,000
TOTAL MAJOR PROJECTS		12,871,500	8,652,000	314,729,460	336,252,960	3,000,000	10,530,000	259,899,690	273,429,690	609,682,650
Strategic Team and General County Purposes										
	Hold in 2025 for Future Projects	-	-	-	-	10,000,000	-	-	10,000,000	10,000,000
	Contribution to Contingent	128,500	-	-	-	-	-	-	-	-
423	Bond Issuance Costs	-	150,000	-	150,000	-	150,000	-	150,000	300,000
	Bond Issuance Costs-Library	-	-	-	-	-	-	-	-	-
Total Strategic		-	150,000	-	150,000	10,000,000	150,000	-	10,150,000	10,300,000
TOTAL CIP NEW PROJECTS/MAJOR RENOVATIONS		13,000,000	8,127,000	314,729,460	335,856,460	13,000,000	10,680,000	259,899,690	283,579,690	619,436,150
(1) Emergency Communications fund balance										
(2) Contains Wheelage Excise Tax										

*CIP Pg No.	Building Improvements (Rental Revenues & Fund Balance) Department Name/Project Name	2024 Funding Source				2025 Funding Source				2024-2025 Total
		CIP Bonds	County Levy/Other	Municipal/ Intergovt	2024 Total Requested	CIP Bonds	County Levy/Other	Municipal/ Intergovt	2025 Total Requested	
BUILDING IMPROVEMENTS PROPERTY MANAGEMENT										
431	Bldg Improvements - Publ Wks/Patrol Station	-	507,784	-	507,784	-	507,784	-	507,784	1,015,568
435	Bldg Improvements - Libraries	-	329,662	-	329,662	-	329,662	-	329,662	659,324
439	Bldg Improvements - Ch/Ch	-	660,962	-	660,962	-	660,962	-	660,962	1,321,924
443	Bldg Improvements - General Building Fund	-	3,362,421	-	3,362,421	-	3,362,421	-	3,362,421	6,724,842
		-	-	-	-	-	-	-	-	-
Total Building Improvements Property Management		-	4,860,829	-	4,860,829	-	4,860,829	-	4,860,829	9,721,658
(1) Dedicated Rental Revenues and Fund Balance from Building Funds										

*CIP Pg No. Department Name/Project Name	2024 Funding Source				2025 Funding Source				2024-2025 Total
	CIP Bonds	County Levy/Other	Municipal/ Intergovt	2024 Total Requested	CIP Bonds	County Levy/Other	Municipal/ Intergovt	2025 Total Requested	
BUILDING IMPROVEMENTS/REPAIRS (CAPITAL LEVY)									
449 Bldg Improvements-Extension Barn	-	33,320	-	33,320	-	33,320	-	33,320	66,640
453 Bldg Improvements-Landmark Center	-	199,800	-	199,800	-	199,800	-	199,800	399,600
457 Bldg Improvements-Parks	-	866,880	155,200	1,022,080	-	866,880	155,200	1,022,080	2,044,160
	-				-				
Total Building Improvements/Repairs (Capital Levy)	-	1,100,000	155,200	1,255,200	-	1,100,000	155,200	1,255,200	2,510,400

Summary by Funding & Account Classification Department Name/Project Name	2024 Funding Source				2025 Funding Source				2024-2025 Total
	CIP Bonds	County Levy/Other	Municipal/ Intergovt	2024 Total Requested	CIP Bonds	County Levy/Other	Municipal/ Intergovt	2025 Total Requested	
CIP Maintenance Project Bonds									
Projects	6,500,000	-	-	6,500,000	6,500,000	-	-	6,500,000	13,000,000
Bond Issuance Costs (see below)	-	-	-	-	-	-	-	-	-
Total CIP Maintenance Project Bonds	6,500,000	-	-	6,500,000	6,500,000	-	-	6,500,000	13,000,000
CIP New Project/Major Renovation Bonds									
Projects	13,000,000	7,977,000	314,729,460	335,706,460	13,000,000	10,530,000	259,899,690	283,579,690	619,982,650
Bond Issuance Costs	-	150,000	-	150,000	-	150,000	-	150,000	300,000
Total CIP New Project/Major Renovation Bonds	13,000,000	8,127,000	314,729,460	335,856,460	13,000,000	10,680,000	259,899,690	283,579,690	619,436,150
Building Improvements Property Management									
Building Additions, Renovations, Repairs	-	4,860,829	-	4,860,829	-	4,860,829	-	4,860,829	9,721,658
Total Building Improvements Property Management	-	4,860,829	-	4,860,829	-	4,860,829	-	4,860,829	9,721,658
Building Improvements/Repairs (Capital Levy)									
Building Lifecycle Maintenance	-	1,100,000	155,200	1,255,200	-	1,100,000	155,200	1,255,200	2,510,400
Total Building Improvements/Repairs (Capital Levy)	-	1,100,000	155,200	1,255,200	-	1,100,000	155,200	1,255,200	2,510,400
TOTAL CIP PROJECTS REQUESTED FOR FUNDING	19,500,000	14,087,829	314,884,660	348,472,489	19,500,000	16,640,829	260,054,890	296,195,719	644,668,208

*CIP Pg No. refers to the page in the CIP workbook where the project request can be found

**County Manager Approved
Capital improvement Projects by Service Team/Department for 2024-2025**

Schedule 2
All Funding Sources

*CIP Pg	Service Team/ No Department Name/Project Name	YEARS					TOTAL	
		BY 2024	BY 2025	BY 2026	BY 2027	BY 2028	BY 2029	ALL YEARS
MAINTENANCE PROJECTS								
Economic Growth and Community Investment								
<u>Parks & Recreation</u>								
21	Natural Resources Habitat Restoration & Maintenance	100,000	200,000	150,000	150,000	200,000	200,000	1,000,000
25	Arena Capital Maintenance	442,750	600,000	500,000	500,000	500,000	500,000	3,042,750
31	Updated Parks & Trails Signage	-	262,500	-	-	-	-	262,500
15	Highland Arena Roof	1,700,000	-	-	-	-	-	1,700,000
35	Bituminous Paving & Maintenance Parks and Recreation	-	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
	Total Parks & Recreation	2,242,750	2,062,500	1,650,000	1,650,000	1,700,000	1,700,000	11,005,250
<u>Property Management</u>								
41	Landmark Center - Update Building Automation System (BAS) System	221,000	-	-	-	-	-	221,000
45	Landmark Center - Replace Main Vertical Shaft Pipe Run	256,000	-	-	-	-	-	256,000
49	Landmark Center - Sidewalk Replacement	225,500	-	-	-	-	-	225,500
53	Landmark Center - Replacement of Lighting Dimmer Control Panels	-	275,000	-	-	-	-	275,000
57	Landmark Center - Air Handling Unit (AHU) #3 Replacement	-	254,000	-	-	-	-	254,000
61	Suburban Courts Building Envelope and Storefront Restoration	245,000	863,000	-	-	-	-	1,108,000
65	Sheriff's Water Patrol Station Roof Replacement	1,400,000	-	-	-	-	-	1,400,000
	Total Property Management	2,347,500	1,392,000	-	-	-	-	3,739,500
<u>Public Works</u>								
	Bituminous Paving & Maintenance Public Works	1,300,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	11,300,000
73	Public Works Fleet Fuel Island Maintenance Project	-	914,000	-	-	-	-	914,000
77	Fleet Air Compressors Replacement Project	109,518	-	-	-	-	-	109,518
	Total Public Works	1,409,518	2,914,000	2,000,000	2,000,000	2,000,000	2,000,000	12,323,518
	Total Economic Growth and Community Investment	5,999,768	6,368,500	3,650,000	3,650,000	3,700,000	3,700,000	27,068,268
Health and Wellness								
<u>Lake Owasso Residence</u>								
265	Kitchen Remodel	500,000	-	-	-	-	-	500,000
269	Parking Lot and Road Resurface	-	125,000	-	-	-	-	125,000
	Total Lake Owasso Residence	500,000	125,000	-	-	-	-	625,000
	Total Health and Wellness	500,000	125,000	-	-	-	-	625,000

*CIP Pg	Service Team/ No Department Name/Project Name	YEARS					Schedule 2 TOTAL	
		BY 2024	BY 2025	BY 2026	BY 2027	BY 2028	BY 2029	ALL YEARS
	Strategic Team and General County Purposes							
	Contribution to Contingent	232	6,500					6,732
	Total Strategic Team and General County Purposes	232	6,500	-	-	-	-	6,732
	TOTAL CIP MAINTENANCE PROJECTS	6,500,000	6,500,000	3,650,000	3,650,000	3,700,000	3,700,000	27,700,000

*CIP Pg	NEW PROJECTS/MAJOR RENOVATIONS	YEARS					TOTAL	
No		BY 2024	BY 2025	BY 2026	BY 2027	BY 2028	BY 2029	ALL YEARS
	Economic Growth and Community Investment							
	Juvenile and Family Justice Center (JFJC) Elevator Modernization							
117	Project	2,833,000	-	-	-	-	-	2,833,000
123	Law Enforcement Center (LEC) Elevator Modernization Project	3,872,000	-	-	-	-	-	3,872,000
135	Family Service Center / Aldrich Arena Parking Lot Separation	363,000	-	-	-	-	-	363,000
	Strategic Facility Upgrades (gender neutral bathrooms, lactation spaces, signage, etc)	-	3,000,000	-	-	-	-	3,000,000
	Tuj ilub Courts Redevelopment	500,000	-	-	-	-	-	500,000
219	Pavement Preservation	1,685,000	5,270,000	-	-	-	-	6,955,000
225	Bicycle Pedestrian Projects	2,569,000	1,310,000	1,300,000	2,605,000	-	-	7,784,000
231	Stormwater Projects	1,075,000	1,000,000	1,000,000	1,000,000	-	-	4,075,000
237	Traffic Signals / Roadway Appurtenances / Bridge Maintenance	6,170,000	6,400,000	2,075,000	4,550,000	-	-	19,195,000
243	Roadway Construction Improvements	41,891,000	47,585,000	32,325,000	68,310,000	-	-	190,111,000
255	Multi-Modal Planning Projects	261,010,000	204,570,000	211,500,000	222,790,000	105,470,000	438,280,000	1,443,620,000
	Economic Development/Rivers Edge	6,220,000	-	-	-	-	-	6,220,000
	Information Records and Public Information							
291	Expand and Enhance WIFI Services at RC Facilities	2,800,000	-	-	-	-	-	2,800,000
297	New Voting System	2,000,000	3,000,000	-	-	-	-	5,000,000
	Safety and Justice							
411	Emergency Generator	412,500	-	-	-	-	-	412,500
315	Saint Paul Campus Security	1,091,000	-	495,500	-	-	-	1,586,500
339	Safety & Security Enhancements (Suicide Prevention Barriers), ADC	900,000	-	-	-	-	-	900,000
309	Radio Replacement	186,460	279,690	279,690	-	-	-	745,840
381	WBL Generator Replacement	-	150,000	-	-	-	-	150,000
405	Radio Device Replacement	-	415,000	-	-	-	-	415,000
387	BIO Generator Replacement (U of M)	-	200,000	-	-	-	-	200,000
393	Maplewood Generator Replacement	-	-	150,000	-	-	-	150,000
399	AH Generator Replacement	-	250,000	-	-	-	-	250,000

PAGE NO.*	Service Team/ Department Name/Project Name	YEARS					BY 2029	Schedule 2
		BY 2024	BY 2025	BY 2026	BY 2027	BY 2028		TOTAL ALL YEARS
Strategic Team and General County Purposes								
	Hold in 2025 for Future Projects	-	10,000,000	-	-	-	-	10,000,000
	Contribution to Contingent	128,500	-	-	-	-	-	128,500
	Bond Issuance Costs	150,000	150,000	-	-	-	-	300,000
TOTAL NEW PROJECTS/MAJOR RENOVATIONS		335,856,460	283,579,690	249,125,190	299,255,000	105,470,000	438,280,000	1,711,566,340
BUILDING IMPROVEMENTS - PROPERTY MANAGEMENT								
431	Bldg Improvements - Publ Wks/Patrol Station	507,784	507,784	507,784	507,784	507,784	507,784	3,046,704
435	Bldg Improvements - Libraries	329,662	329,662	329,662	329,662	329,662	329,662	1,977,972
439	Bldg Improvements - Ch/Ch	660,962	660,962	660,962	660,962	660,962	660,962	3,965,772
443	Bldg Improvements - General Building Fund	3,362,421	3,362,421	3,362,421	3,362,421	3,362,421	3,362,421	20,174,526
TOTAL BUILDING IMPROVEMENTS - PROP. MGMT		4,860,829	4,860,829	4,860,829	4,860,829	4,860,829	4,860,829	29,164,974
BUILDING IMPROVEMENTS/REPAIRS								
449	Bldg Improvements-Extension Barn	33,320	33,320	33,320	33,320	33,320	33,320	199,920
453	Bldg Improvements-Landmark Center	199,800	199,800	199,800	199,800	199,800	199,800	1,198,800
457	Bldg Improvements-Parks	1,022,080	1,022,080	1,043,180	1,043,180	1,058,380	1,058,380	6,247,280
TOTAL BUILDING IMPROVEMENTS/REPAIRS		1,255,200	1,255,200	1,276,300	1,276,300	1,291,500	1,291,500	7,646,000
TOTAL CAPITAL IMPROVEMENT PROJECTS REQUESTED		348,472,489	296,195,719	258,912,319	309,042,129	115,322,329	448,132,329	1,776,077,314

*CIP Page No. refers to the page in the CIP workbook where the project request can be found

**County Manager Approved
Capital Improvement Projects Summary by Funding Source**

Schedule 3
Summary for
2024-2029

FUNDING SOURCE	YEARS						TOTAL
	BY 2024	BY 2025	BY 2026	BY 2027	BY 2028	BY 2029	ALL YEARS
County	19,500,000	19,500,000	4,145,500	3,650,000	3,700,000	3,700,000	54,195,500
County Levy	4,185,000	4,000,000	1,100,000	1,100,000	1,100,000	1,100,000	12,585,000
County Other	9,902,829	12,640,829	8,710,829	9,510,829	4,860,829	4,860,829	50,486,974
Federal	124,226,460	109,329,690	78,379,690	76,600,000	-	252,670,000	641,205,840
State	67,910,200	19,380,200	15,276,300	10,816,300	191,500	191,500	113,766,000
Other	122,748,000	131,345,000	151,300,000	207,365,000	105,470,000	185,610,000	903,838,000
Total Capital Improvement Projects Approved	348,472,489	296,195,719	258,912,319	309,042,129	115,322,329	448,132,329	1,776,077,314

Capital Improvement Program Supplemental Information

Authorities, Procedures and Glossary of Terms

- County Manager Transmittal Letter
- Maintenance Project Requests and Rankings
- New/Major Project Requests
- CIPAC Recommendation Memo
- Ramsey County Board of Commissioners – Resolution B2023-077
- Ramsey County Board of Commissioners – Resolution #87-089
- Ramsey County Board of Commissioners – Resolution #87-162
- Ramsey County Board of Commissioners – Resolution #89-256
- Ramsey County Board of Commissioners – Resolution #2008-382
- Administrative Procedures – Capital Improvement Program Projects
- Ramsey County Home Rule Charter Section 9.05, Section 10.05
- Description of Capital Improvement Program Budgeting Process
- Glossary of Terms

August 22, 2023

Ramsey County Board of Commissioners:

The following recommendation for the proposed 2024-2025 Capital Improvement Program (CIP) Budget and 2024-2029 CIP Plan are presented for your review. All budget materials are also available at www.ramseycounty.us/.budget for our community to review, and all areas of the proposed budget will be discussed in greater detail during the public meetings scheduled with the Board of Commissioners during the coming months.

This year, the board approved updates to the Capital Improvement Program Citizens' Advisory Committee (CIPAC) process to ensure stronger alignment between the capital budget process and Ramsey County's vision, mission, values, and strategic plan.

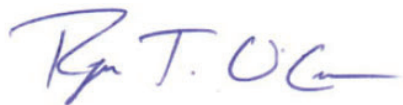
The proposed CIP budget demonstrates a commitment to maintaining Ramsey County spaces that are welcoming, accessible, and helpful to all who enter them, while also providing flexibility in decision-making for future strategic funding conversations that will occur in 2025.

The proposed 2024-2025 CIP budget aligns with county priorities outlined throughout the organization's operating budget.

The CIP and operating budgets reflect an increase in the debt service levy that has not been increased in several years, meaning that we will continue to pay our debt service for past projects while also sustainably growing our capacity for capital projects over time. As Ramsey County has grown as an organization and continues to need to maintain its assets, this debt service levy increase is vital to ensuring the organization responsibly maintains its assets while also creating opportunities to build for future prosperity.

Ultimately, the proposed capital budget reflects our commitment to responsible, sustainable, and strategic investments in our capital assets that align with our operational priorities and organizational vision. I am pleased to present this budget to you and look forward to discussing it with you and our community this fall.

Respectfully submitted,



Ryan T. O'Connor

Ramsey County Manager

Maintenance Project Requests	STP	CIPAC		
		Sore	Formula	Rank
Repair & Maintenance of Kitchens	1	0.81	0.81	1
Parking Lot & Road Resurfacing	2	0.80	0.80	2
Landmark Cntr- Replacement of Lighting Dimmer Control Panels	27	0.46	0.46	14
Arena Capital Maintenance	29	0.74	0.74	5
Landmark Cntr - Update Building Automation (BAS) System	8	0.73	0.73	6
Sheriff's Water Patrol Station Roof Replacement	15	0.68	0.68	7
Fleet Air Compressors Replacement Project	12	0.68	0.68	7
Landmark Cntr - Replace Main Vertical Shaft Pipe Run	11	0.66	0.66	9
Landmark Cntr - Sidewalk Replacement	18	0.64	0.64	10
Public Works Fleet Fuel Island Maintenance Project	4	0.64	0.64	11
Suburban Courts Building Envelope & Storefront Restoration	5	0.57	0.57	12
Natural Resources Habitat Restoration & Maintenance	23	0.53	0.53	13
Landmark Cntr- Air Handling Unit Replace/Variable Frequency Drive Install	28	0.75	0.75	3
Updated Parks & Trails Signage	30	0.46	0.46	15
Pavement Preservation Projects – Parks & Recreation	Unranked	Unranked		
Pavement Preservation Projects – Public Works	Unranked	Unranked		

New/Major Project Requests	ST Priority	Strategic?	
		YES	NO
Highland Arena Strategic Long Term Maintenance Investments***	13	7	0
Aldrich Arena & Comm. Ctr. - Health/Safety & Strategic Renovation**	10	7	0
West Side Arena Investments for Program Expansion	20	7	0
Juvenile and Family Justice Center Elevator Modernization Project	1	7	0
LED Lighting Replace/Retrofit Fluorescent Lighting at 11 Facilities	9	7	0
Pavement Preservation Projects	Unranked	7	0
Stormwater Projects	39	7	0
Roadway Construction Improvements	41	7	0
New Voting System	1	7	0
Radio Replacement	1	7	0
Equipment & Body-Worn Cameras	3	7	0
ADC - Safety & Security (Suicide Prevention)	4	7	0
ADC - Central Control Update	8	7	0
ADC - Medical and Sanitation / Healthcare	7	7	0
Emergency Backup Generator	5	7	0
Mounds View Library Renovation and Update	17	6	1
Roseville Library Renovation and Update	37	6	1
Beaver Lake County Park Redevelopment	21	6	1
Phase 1 Bruce Vento Regional Trail Construction Project	34	6	1
Law Enforcement Center Elevator Modernization Project	2	6	1
Maplewood, Mounds View & Roseville Lib Fire Alarm Panel & System Replace	3	6	1
Family Service Center/Aldrich Arena Parking Lot Separation	6	6	1

New/Major Project Requests	ST Priority	Strategic?	
		YES	NO
Building Automation Systems (BAS) Replacement & Upgrades	7	6	1
Roof Mount Solar Photovoltaic Panels at 5 Facilities	22	6	1
Elevator Modernization at RCCF	25	6	1
Energy Recovery Unit Project at RCCF	26	6	1
Signage Upgrades	31	6	1
Maplewood, Mounds View, Roseville Landscape Improvements	32	6	1
Building Access Control, Photo Identification & Video Monitoring Sys Replace	33	6	1
Bicycle Pedestrian Projects	38	6	1
Traffic Signals/Roadway Appurtenances/Bridge Maintenance	40	6	1
Expand and Enhance Public Facing WIFI at RC Facilities	3	6	1
Saint Paul Campus Security	2	6	1
Office Furniture Replacement	12	6	1
ADC - Flood Control	9	6	1
Generator for White Bear Radio Tower	16	6	1
Generator for U of M BIO Radio Tower	17	6	1
Generator for Maplewood Radio Tower	15	6	1
Generator for Backup Dispatch Center at AH	14	6	1
Radio Device Replacement	18	6	1
Gender Neutral Restrooms	14	5	2
Chilled Water Loop Project Ramsey County Correctional Facility	16	5	2
Welcoming Facilities Project	19	5	2
Lactation and Wellness Rooms	24	5	2
Furnishing Upgrades	36	5	2
Fleet Stockroom/Administration Remodel	35	5	2
Multi-Modal Planning Projects	Unranked	5	2
Juvenile Detention Center @ 297 Century Avenue	1	5	2
Increasing Impact at Gibbs Farm: Program, Preservation, Safety, & Access Expansion	4	5	2
Emergency Rescue Response Vehicle (BearCat)	13	5	2
ADC - Open Booking	10	5	2
ADC - Lobby Control	11	5	2
Neighborhood Service Centers *	2	5	2
Training Center and Range Updates	6	4	3

TO: Ramsey County Board of Commissioners

FROM: James Miller, Chair,
Ramsey County Capital Improvement Program Citizens' Advisory Committee

DATE: August 1, 2023

SUBJECT: Evaluation and Recommendations of Capital Projects for 2024 and 2025

The Ramsey County Capital Improvement Program Advisory Citizens' Committee (CIPAC) is pleased to present its recommendation of the 2024 and 2025 proposed capital improvement projects for review by the Ramsey County Board of Commissioners. The members of CIPAC represent the interests of Ramsey County and are dedicated to building better communities in our county. CIPAC is a group of volunteers who devote their time, talents and energy to review capital project requests in order to provide you, the Board, a vehicle for citizen input on a variety of projects in the county.

CIPAC ranked a total of 16 Maintenance projects requesting \$12,993,268 in bond funding for 2024-2025.

As of our May 5, 2023, meeting, CIPAC recommends a total of 11 projects totaling \$6,176,768 be funded in 2024-2025 with bonds. As well as funding pavement preservation/ bituminous projects for both Parks and Recreation and Public Works totaling \$6,000,000.

Project Title	FY 24-25
Repair & Maintenance of Kitchens	\$ 500,000.00
Parking Lot & Road Resurfacing	\$ 125,000.00
Landmark Cntr- Replacement of Lighting Dimmer Control Panels	\$ 275,000.00
Arena Capital Maintenance	\$ 1,042,750.00
Landmark Cntr - Update Building Automation (BAS) System	\$ 221,000.00
Sheriff's Water Patrol Station Roof Replacement	\$ 1,400,000.00
Fleet Air Compressors Replacement Project	\$ 109,518.00
Landmark Cntr - Replace Main Vertical Shaft Pipe Run	\$ 256,000.00
Landmark Cntr - Sidewalk Replacement	\$ 225,500.00
Public Works Fleet Fuel Island Maintenance Project	\$ 914,000.00
Suburban Courts Building Envelope & Storefront Restoration	\$ 1,108,000.00
Pavement Preservation/Bituminous Projects	\$ 4,000,000.00
Pavement Preservation/Bituminous Projects	\$ 2,000,000.00
TOTAL	\$ 12,176,768.00

Most of the projects submitted requested funding in 2024. Since bonding and the Capital budget spans the two years, CIPAC delegated to County Staff the discretion to work with the departments to determine fiscal year allocation of projects and timing.

We extend our thanks and appreciations to Ramsey County staff, who work hard for the benefit of citizens of the County.

Thank you for the opportunity to present recommendations for the 2024 and 2025 Capital Improvement Projects for Ramsey County.



Board of Commissioners Resolution B2023-043

15 West Kellogg Blvd.
Saint Paul, MN 55102
651-266-9200

Sponsor: Finance

Meeting Date: 3/14/2023

Title: Capital Improvement Program Budgeting Process Updates

File Number: 2023-077

Background and Rationale:

In 1987, the Ramsey County Board of Commissioners established the Capital Improvement Program (CIP) through Resolution #87-089. The Capital Improvement Program is how county funds are allocated for the building, repair, and maintenance of physical assets, such as infrastructure, buildings, vehicles and equipment. This budget-setting process takes place every two years in conjunction with the operating budget process.

Resolution #87-089 sets forth specific goals and policies for the capital improvement program budgeting process, including how projects should be reviewed and prioritized for funding and the involvement of a citizen committee, Capital Improvement Advisory Committee (CIPAC). The resolution included ranking criteria CIPAC would use, such as whether the project would enhance Ramsey County's image, but overlooked other important factors, such as the impact of the proposed projects on racial equity. And for more than 30 years, as the mission and vision of Ramsey County have evolved, this policy governing project prioritization has largely remained unchanged.

To adapt to changing social and economic conditions and to better align with Ramsey County's vision, mission, goals, and values, the Finance department recommends that the board no longer requires the use of the policy guidance and ranking factors provided in Resolution #87-089 and instead authorizes the County Manager to amend the capital budgeting process as necessary for the process to remain consistently aligned with the county's vision, mission, goals, and values.

Aligning the capital budgeting process with the operating budget process and the county's mission, vision, goals, values, and strategic priorities will be a multi-year process. Delegating policy authority for this process to the County Manager, in coordination with Finance, will streamline the decision-making process and improve the overall speed and efficiency of incorporating stakeholder feedback and other process improvements. In addition, since the Ramsey County Board sets the mission, vision, goals, values, and strategic priorities, allowing the County Manager to align to those will ensure that the capital budget process is aligned with the Ramsey County Boards' efforts.

Resolution #87-089 also requires submission of the budget by the second Monday of August. It is recommended that the board align the CIP budget submission with the operating budget submission.

Recommendation:

The Ramsey County Board of Commissioners resolved to:

1. Repeal part F of the Capital Improvement Program policies established under Resolution #87-089, "All projects will be reviewed and analyzed as to the overall priority and relative importance according to the following priority order:
 - Protect Life/Safety
 - Maintain Public Health
 - Replace Facility
 - Maintain Physical Property
 - Reduce Operating Costs
 - Protect Property
 - Provide Public Service
 - Provide Public Convenience
 - Enhance County Image"
2. Repeal part C of the Capital Improvement Program established under Resolution #87-089, "No later than the second Monday in August of each year, the Executive Director shall submit the Capital Improvement Budget and Plan to the County Board."
3. Authorize the County Manager to amend the Capital Improvement Program budgeting process as needed to continuously reflect the vision, mission, goals, and values of Ramsey County.
4. Authorize the County Manager to align the Capital Improvement Program budget submission to the board with the county's operating budget.

A motion to approve was made by Commissioner Xiong, seconded by Commissioner Reinhardt. Motion passed.

Aye: - 6: MatasCastillo, McGuire, Moran, Ortega, Reinhardt, and Xiong

Absent: - 1: Frethem

By: 

Mee Cheng, Chief Clerk - County Board

Resolution
Board of
Ramsey County Commissioners

Presented By Commissioner McCarty Date February 9, 1987 No. 87-089

Attention:

Budget & Accounting; All Commissioners; Jacqueline Byrd; Terry Schutten

Page 1 of 3

WHEREAS, The Ramsey County Board of Commissioners desires to establish a Capital Improvement Program; and

WHEREAS, The purpose of the Capital Improvement Program is to provide an orderly and efficient long-term plan for acquiring necessary buildings, land, major equipment and other commodities of significant value which have a useful life of several years; Now, Therefore, Be It

RESOLVED, That the Ramsey County Board of Commissioners establishes the following goals:

- A. To establish a climate in which the opportunity for optimal decision-making occurs by proposers, users and evaluators of capital projects.
- B. To preserve the fiscal integrity of the County by undertaking a thorough analysis of each proposed capital project. This analysis shall include the long-range impact upon operating costs, capital costs, and potential revenue generation.
- C. To maintain a continuum of services - from the protection of life and maintaining the health, safety, and welfare of the residents and employees of Ramsey County to enhancing the County image, - through the preservation, replacement and/or consolidation of public facilities which provide the most efficient, economic, and effective service delivery possible; and

WHEREAS, The Ramsey County Board of Commissioners desires to establish Capital Improvement Program Policies; Now, Therefore, Be It

RESOLVED, That

- A. Citizen participation shall be strongly encouraged throughout the process of developing and adopting the Capital Improvement Program.

Resolution
Board of
Ramsey County Commissioners

Presented By Commissioner McCarty Date February 9, 1987 No. 87-089

Attention:

Budget & Accounting;

Page 2 of 3

-
- B. The Capital Improvement Program shall include all of the capital improvement projects requested. Each project shall have funding sources delineated, such as bond proceeds, special tax levies, state or federal grants, donations, special assessments, etc.
- C. Capital projects should be financed to the greatest extent possible through user fees and assessment districts where direct benefit to the user results from the construction of the project (examples are golf courses, nursing homes, watershed districts, etc.).
- D. Grants or private funds should be secured to finance projects whenever possible.
- E. The County should continue its cooperative efforts with other agencies in relation to Capital Improvement projects (examples are the Waste-to-Energy Plant with Washington County; Lake Como restoration project with the City of St. Paul, etc.).
- F. All projects will be reviewed and analyzed as to the overall priority and relative importance according to the following priority order:
- | | |
|-------------------------------|-------------------------------|
| 1. Protect Life/Safety | 6. Protect Property |
| 2. Maintain Public Health | 7. Provide Public Service |
| 3. Replace Facility | 8. Provide Public Convenience |
| 4. Maintain Physical Property | 9. Enhance County Image |
| 5. Reduce Operating Costs | |
- G. Projects which may take more than one year to complete and have already received funding approval for the first year by the County Board, will be given priority consideration in subsequent years;

Resolution
Board of
Ramsey County Commissioners

Presented By Commissioner McCarty Date February 9, 1987 No. 87-089
Attention:

Budget & Accounting;

Page 3 of 3

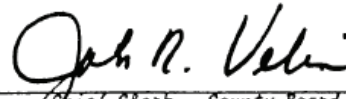
WHEREAS, The Ramsey County Board of Commissioners desires to establish a Capital Improvement Program that is a multi-year planning instrument used to identify needed capital projects and to coordinate financing and timing of improvements in a way that maximizes the return to the public; Now, Therefore, Be It

RESOLVED, That:

- A. Each year, the head of each County department, agency, and interested citizens requesting funds for capital improvements from the Board of County Commissioners shall submit their requests for the next ensuing year and for four additional years to the Executive Director at a time set by the Executive Director, using the Capital Improvement Request Forms established and approved by the Executive Director.
- B. The Executive Director shall examine each Capital Improvement Request, meet with each requesting entity, evaluate and prioritize each project, and recommend financing of these projects to the County Board.
- C. Not later than the second Monday in August of each year, the Executive Director shall submit the CAPITAL IMPROVEMENT BUDGET AND PLAN to the County Board.
- D. After submission to the County Board, the County Board shall hold public hearings on the CAPITAL IMPROVEMENT BUDGET AND PLAN. Citizen participation is strongly encouraged throughout the process of developing and adopting the CAPITAL IMPROVEMENT BUDGET AND PLAN.
- E. After the public hearings, the County Board may adopt the CAPITAL IMPROVEMENT BUDGET AND PLAN with or without amendment. The County Board shall adopt the CAPITAL IMPROVEMENT BUDGET AND PLAN by October 10th of each year, pursuant to Minnesota Statutes 275.07.

Diane Ahrens, Chairperson

By



Chief Clerk - County Board

Resolution
Board of
Ramsey County Commissioners

Presented By Commissioner Hunt Date March 23, 1987 No. 87-162
Attention:

Budget & Accounting; Commissioner Ruby Hunt; Tom Ryan, Legislative Lobbyist

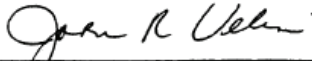
WHEREAS, The Draft Ramsey County Capital Improvement Program, Policy and Procedures document, describing the program's mission statement, policies, responsibilities, planning and procedures, strongly encourages citizen participation; and

WHEREAS, Citizen participation in the capital improvement planning process is best assured through a broad-based citizens' advisory committee; Now, Therefore, Be It

RESOLVED, The Board of Ramsey County Commissioners hereby creates a fourteen-member Capital Improvement Program Citizens' Advisory Committee, to be composed of two residents from each of the seven county commissioner districts appointed by the appropriate county commissioner; and Be It Further

RESOLVED, Nominations for appointment to the citizens' advisory committee may be made by any group or interested individual, including, but not limited to, neighborhood groups, community councils, city councils, and members of the legislative delegation.

Diane Ahrens, Chair

By 
Clerk - County Board

Resolution
Board of
Ramsey County Commissioners

Presented By Commissioner Schaber Date March 21, 1989 No. 89-256
Attention: Budget & Accounting

Page 1 of 2

WHEREAS, Capital Improvement Projects in the past were for a single purpose, such as a nursing home or jail, and involved only one department; and

WHEREAS, Previously, the County Board normally retained a project manager to oversee the budget and administrative procedures of the project; approved all contracts and change order; and authorized payments to contractors to ensure property management of the projects; and

WHEREAS, The County now has a five-year ongoing capital improvement program which involves almost all of the County departments and agencies for which the budget and administrative procedures need to be delineated; Now, Therefore, Be It

RESOLVED, That the same budgetary and administrative procedures used for the operating budget also be used for the capital improvement program; and Be It Further

RESOLVED, That department heads, or their designee, serve as the project representative and be responsible for managing the projects for their department; and Be It Further

RESOLVED, That agencies such as Minnesota Landmarks, Historical Society, etc., be responsible for soliciting bids and awarding contracts for their projects; that bond proceeds for agency projects be disbursed under either of the following two methods:

1. The agency makes the payment to the vendor and requests reimbursement of County Bond proceeds on a regular basis; or
2. The agency recommends approval of the invoices, prepares the disbursement document and the County makes a direct payment to the vendor from the bond proceeds.

Resolution
Board of
Ramsey County Commissioners

Presented By Commissioner Schaber Date March 21, 1989 No. 89-256
Attention: Budget & Accounting

Page 2 of 2

and, Be It Further

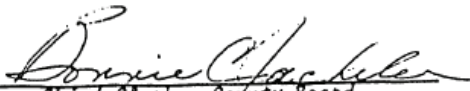
RESOLVED, That the Executive Director is authorized to approve supplemental agreements and/or change orders equal to 10 percent of the contract amount or \$25,000, whichever is less, as long as funds are available within the project budget; and Be It Further

RESOLVED, That Resolution 89-224, dated February 28, 1989, be the control authority for road projects in the capital improvement program; and Be It Further

RESOLVED, That actions approved by the Executive Director will be reported annually to the County Board; and Be It Further

RESOLVED, That requests for additional funds of \$25,000 or more from the Contingent Account or other sources will be presented to the CIP Advisory Committee for their recommendation, and then to the County Board for approval.

Hal A. Norgard, Chairman

By 
Chief Clerk - County Board

Resolution

Board of

Ramsey County Commissioners

Presented By: Commissioner McDonough Date: December 16, 2008 No. 2008-382
 Attention: Budgeting and Accounting
CIPAC

=====

WHEREAS, The Capital Improvement Program Citizens' Advisory Committee (CIPAC) provides citizen participation throughout the process of developing and adopting the Capital Improvement Program (CIP); and

WHEREAS, During the 2008-2013 CIP Budget Hearing in August 2007, the Ramsey County Board of Commissioners discussed changes in the CIP since the inception of the program more than twenty years ago; and

WHEREAS, The Ramsey County Board of Commissioners requested the CIPAC review the history of the CIP, best practices, current policies and procedures, and recommend improvements; and

WHEREAS, The CIPAC devoted several of its 2007 and 2008 meetings to review the CIP and develop recommendations; and

WHEREAS, The CIPAC developed recommendations for improvements in the planning, budgeting, and financing of the Ramsey County Capital Improvement Program; Now, Therefore, Be It


RESOLVED, The Ramsey County Board of Commissioners hereby accepts the Capital Improvement Program Recommendations report from the Capital Improvement Program Citizens' Advisory Committee (CIPAC); and Be It Further

RESOLVED, The Ramsey County Board of Commissioners hereby directs staff to implement the CIPAC recommendations as soon as practicable within the budget constraints.

Ramsey County Board of Commissioners

	YEA	NAY	OTHER
Tony Bennett	X		
Toni Carter	X		
Jim McDonough	X		
Rafael Ortega	X		
Victoria Reinhardt			Absent
Janice Rettman	X		
Jan Parker	X		

Jan Parker, Chair

By: 
 Bonnie C. Jackelen
 Chief Clerk - County Board

**ADMINISTRATIVE PROCEDURES
CAPITAL IMPROVEMENT PROGRAM PROJECTS
Approved by County Board Resolution 1996-121**

1. Funds remaining in completed or canceled Capital Improvement Program projects will be periodically closed to the appropriate contingent accounts, after review with the Department/Agencies, and made available to finance other approved County projects.
2. Financing of shortages in previously approved projects will be as follows:
 - a. If funds are available in a Department's/Agency's open Capital Improvement Program projects and the shortage is less than \$25,000, a budget transfer can be processed administratively.
 - b. If funds are available in a Department's/Agency's open Capital Improvement Program projects and the shortage is \$25,000 or greater, the request for additional funds will be presented to the Capital Improvement Program Advisory Committee for recommendation and the County Board for approval.
 - c. If funds are not available in a Department's/Agency's open Capital Improvement Program projects, a request for contingent funds, if available, or other sources, will be presented to the Capital Improvement Program Advisory Committee for recommendation and the County Board for approval, regardless of the amount of the shortage.
3. Requests for funding of emergency/unanticipated projects during a plan year, not originally financed through the Capital Improvement Program, must be presented to the Capital Improvement Program Advisory Committee for recommendation and to the County Board for approval. The minimum project request is \$25,000. Projects under \$25,000 should be financed using operating budget funds.
4. Departments/Agencies must demonstrate a good faith effort to expend allocated project funds in a timely manner. Within 18 months of availability of project funds, Departments/Agencies must be able to show documented progress toward completion of their projects, or the project funds will be returned to the contingent account to finance future projects.
5. Distinguish between "routine" and "non-routine" capital projects and focus most Capital Improvement Program Citizens' Advisory Committee (CIPAC) effort on "non-routine" projects.
6. Separate road and bridge capital projects from other non-public works projects for review and financing.
7. Expand the use of Internal Service Funds to account for the costs of buildings and grounds that are currently in operating department budgets such as Parks & Recreation and Medical Examiner. Use the Comprehensive Capital Assets and Management Preservation Plan (CCAMPP) budget to establish these funds.
8. Increase the minimum amount for a capital project to be considered for the CIP to \$50,000.
9. Establish a goal to maintain the CIP Contingent Reserve Account at \$200,000 to \$250,000 for unanticipated or emergency requests.
10. Develop a longer range facilities and infra structure plan.

RAMSEY COUNTY HOME RULE CHARTER

(Effective November 6, 1992)

Section 9.05 Bonding

Ramsey County, by ordinance and without an election, may issue general or special bonds, notes, obligations, or evidence of indebtedness for any authorized corporate purpose. Such indebtedness may otherwise be issued on such terms, and at such rate or rates as the County Board shall determine consistent with Minnesota Statutes relating to public indebtedness.

The proceeds of indebtedness shall be applied to the purpose for which the indebtedness is issued and may be applied to the payment of any necessary, desirable, or incidental expenses related thereto.

Notwithstanding any provision of this charter, the County may issue indebtedness for emergency borrowing as provided in Chapter 10. The certificates of indebtedness for emergency borrowing shall not be included in the net debt of the County.

The aggregate principal amount of indebtedness of the County outstanding at any time shall not exceed the statutory limitations on indebtedness under Minnesota Statutes, Chapter 475, for which purpose there shall not be counted any indebtedness except from the calculation of net debt by general or special law.

Section 10.05 Capital Improvement Plans

A. The County Board shall prepare a five-year capital improvements plan to include:

1. A clear, general summary of its contents;
2. A list of all capital improvements costing over a specified dollar amount designated by the County Board which are proposed to be undertaken during the next five ensuing fiscal years with appropriate information to show the necessity for these improvements;
3. Cost estimates, method of financing, and recommended time schedules for each of these improvements;
4. The estimated cost of operating and maintaining the facilities to be constructed or acquired; and
5. The estimated cost for debt service for capital expenditures. These will be financed from current revenues in the ensuing fiscal year and shall be included in the budget as well as in the capital program. Appropriations for such expenditures shall be included in the budget.

B. Hearings, Date for Adoption, Submission of Capital Budget

1. Annually, the County Board shall cause to be prepared a recommended capital improvements budget for the ensuing fiscal year. The proposed budget shall then become a public record.
2. The above information shall be revised and extended each year with regard to capital improvements still ending or in the process of construction or acquisition.

C. Adoption of Capital Budget

1. The capital budget shall be adopted by resolution of the County Board.

DESCRIPTION OF CAPITAL IMPROVEMENT PROGRAM BUDGETING PROCESS

The Ramsey County Board of Commissioners adopted Resolution 87-089, dated February 8, 1987, which established the basic policies and procedures to be used in establishing a Capital Improvement Program (CIP) Budget and Plan for Ramsey County. County Board Resolution 87-162, dated March 23, 1987, established a 14-member Capital Improvement Program Citizens Advisory Committee (CIPAC) to provide citizen input to the County Board and County Manager.

Legislation - The 1988 Minnesota Legislature approved Chapter 519, titled “Counties Building Funds, Capital Improvement Bonds” giving Minnesota Counties the ability to bond for Capital Improvement Programs. The law required that the Counties’ Capital Improvement Program Budget and Plan be approved by the Minnesota Department of Trade and Economic Development (TED). This authority was used for the CIP Plans from 1989 through 1993.

Ramsey County Home Rule Charter - On November 5, 1990, Ramsey County voters approved a Home Rule Charter, effective November 6, 1992. The Charter requires the establishment of a 5-year Capital Improvement Program Plan and authorizes bonding and levy authority to finance the plan. The 2020-2029 CIP Plan recommendations are made using these authorities and complying with the Charter requirements.

Administrative Procedures - In January, 1995, the County Manager established the administrative procedures to request Capital Improvement Projects. In 2023 updates per Resolution B2023-043 authorizes the County Manager to amend the Capital Improvement Program budgeting process as needed to continuously reflect the vision, mission, goals and values of Ramsey County.

Workbook and Presentations - From January 2023 to February 2023, staff assembled the departments’ requests into a CIP workbook. CIPAC used this workbook during department and agency head presentations in March and April, 2023.

Capital Improvement Program Advisory Committee Rating Process - The Capital Improvement Program Advisory Committee members reviewed and individually ranked Maintenance Projects and New Projects/Major Renovation requests based on their alignment with the county’s strategic priorities. Combined rankings were presented to the committee for review, discussion and prioritization. 10 CIPAC members rated the requested projects.

Approval Process - On August 22, 2023, the 2024-2025 proposed budget, including the 2024-2025 Capital Improvement Program Plan was presented to the County Board. The County Board held Public Hearings on September 19 and December 6, to receive public comment on the proposed 2024-2025 Operating Budget and 2024-2029 CIP Plan.

2024-2029 CAPITAL IMPROVEMENT PROGRAM GLOSSARY OF TERMS

Building Improvements-Property Management – Rent paid by departments to Property Management to fund periodic repair and maintenance such as carpet replacement and painting. Property Management manages and collects rent on most, but not all, county owned facilities.

Building & Grounds Improvements/Repairs – County levy to fund periodic repair and maintenance such as carpet replacement and painting for buildings not managed directly by Property Management. This is formerly known as Comprehensive Capital Assets and Management Preservation Plan (CCAMPP).

Capital – Assets that have a useful life beyond a single fixed period.

Capital Improvement - Acquisition or betterment of public lands, buildings, or other improvements within the County for the purpose of a County Courthouse, administrative building, health or social service facility, correctional facility, jail, law enforcement center, hospital, morgue, library, park, and roads and bridges. An improvement must have an expected useful life of one or more years to qualify. “Capital Improvement” does not include light rail transit or any activity related to it.

Capital Improvement Program (CIP) – Policies, procedures, plans and budgets established to address capital needs.

CIPAC - The Capital Improvement Program (Citizens) Advisory Committee. The County Board established this Committee in order to obtain citizen input on the Capital Improvement Program. It is comprised of up to 14 members representing districts across the county.

CIP Rating - For the 2024/2025 budget, The Capital Improvement Program (Citizen) Advisory Committee (CIPAC) members reviewed and individually ranked Maintenance Project Requests based on the criteria below.

The criteria and weighting percentages in order of priority are:

	<u>Weight</u>
1. Health, Safety & Legal	25%
2. Strategic Priorities	25%
3. Asset Preservation	20%
4. Racial & Health Equity	15%
5. Efficiency	5%
6. Linkages & Readiness	5%
7. External Facing	5%
100%	4.00

New Projects/Major Renovations received a "Yes" or "No" score for alignment with one or more strategic priorities. CIPAC members were also encouraged to comment on requests. This will also be used in conjunction with cost and financial information and advice from the CIP Advisory Committee and County Manager

County Bonds - Project requests, which use “County Bonds” as a financing source, refer to the proceeds of the General Obligation Bonds to be issued under the capital improvement bonding authority in the Ramsey County Home Rule Charter.

Maintenance Projects - Projects that are routine, planned and predictable actions that keep assets in their original condition. Maintenance projects include work such as pavement preservation, exterior building

restoration, roof replacement, heating and cooling system replacement/repair, replacement of existing building security systems/components, repairs to asset which restore to original condition, replacement of component at the end of its “useful life”.

New Project/Major Renovation Request- Projects are new, or an enhancement, renovation, or refurbishment. New and Major projects include land, buildings and/or renovations and new equipment purchases.

Road Reconstruction - The complete removal of the entire existing roadbed and underlying undesirable soils. The reconstructed roadway could include new sewer, curbs, and pavement.

Routine Capital Project – Capital projects for planned, predictable life cycle maintenance projects with a life or more than one year and up to 10 years.

Transportation Improvement and Deficient Bridge Programs (TIP) – Public Works program to monitor conditions of transportation network of County roads, based on technical analysis in the Pavement Management Report, prioritization, and funds available.