



# Board of Commissioners Ordinance B2022-184

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

**Sponsor:** Economic Growth and Community Investment

**Meeting Date:** 8/2/2022

**Title:** Proposed Property Management Department Ordinance

**File Number:** 2022-401

**Background and Rationale:**

Property Management has functioned as a county department for decades, originally structured as a line division of the County Manager’s Office, under the direction and supervision of the County Manager.

In 2021, as part of a broad effort to improve policy management and compliance, the County Manager’s Office coordinated a comprehensive review of county policy documents, including the Administrative Code. This review identified ambiguous language referring to Property Management as both a division and a department within the Economic Growth and Community Investment (EGCI) Service Team. This ordinance is necessary to establish and structure the Property Management department as part of EGCI.

The Ramsey County Home Rule Charter section 5.01.A.1 requires that certain acts of the Ramsey County Board shall be by ordinance, including: “Establish, structure, merge or abolish any county department, office, agenda, board or commissions, except as provided for in this charter.”

**Recommendation:**

The Ramsey County Board of Commissioners resolved to:

Adopt the Proposed Property Management Department Ordinance.

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

Aye: - 6: Carter, Frethem, MatasCastillo, McDonough, McGuire, and Ortega

Absent: - 1: Reinhardt

By:   
Mee Cheng, Chief Clerk - County Board

## ORDINANCE

An ordinance requiring the establishment of the Property Management Department

WHEREAS, The property management function resides in the Economic Growth and Community Investment Service Team, having previously been established as a Line Division of the County Manager's Office under the supervision and direction of the County Manager; and

WHEREAS, The establishment of Property Management as a department within the Economic Growth and Community Investment Service Team will formalize a de facto organizational structure, including budget and Full-Time Equivalent; and

WHEREAS, The County Board has determined that it would be in the best interests of the County to establish the Property Management Department within the Economic Growth and Community Investment Service Team; and

WHEREAS, Section 5.01 of the Ramsey County Home Rule Charter requires that the establishment, structure, merger or abolishment of a department, office, agency, board or commission, must occur by approval of an ordinance; and

ORDAINED, The Ramsey County Board of Commissioners approves the establishment of the Property Management Department within the Economic Growth and Community Investment Service Team.