

## RAMSEY COUNTY CHARTER COMMISSION

Agenda of Monday, October 18, 2021 – 7 PM

Pursuant to Minnesota Statutes § § 13D.021, subd. 1, the Charter Commission Budget Chair has determined that due to the ongoing health pandemic, particularly because of the delta variant, an in-person meeting is not practical or prudent. Charter Commission Budget Committee members will participate online via Zoom by telephone or other electronic means. Also, because of the ongoing health pandemic, it is unfeasible for at least one Charter Commission Budget Committee member, chief legal counsel, or County Manager staff to be physically present in the regular meeting room. Public participation is available online via Zoom with live access to the meeting at <https://www.ramseycounty.us/your-government/leadership/charter-commission/charter-commission-agendas-and-minutes>.

### AGENDA

1. Call to Order
2. Roll Call Attendance
3. Approval of October 18, 2021 Agenda
4. Approval of May 3, 2021 Minutes (Attachment)
5. Approval of August 2, 2021 Minutes (Attachment)
6. New Business
  - A. Welcome and Introductions
  - B. 2022-2023 Budget Presentation by Chief Financial Officer Alex Kotze (Attachment)
7. Committee Reports
  - A. Budget Committee (Attachment)
  - B. Charter Review
  - C. Bylaws Committee
8. Chair Reports
  - A. Draft Proposed Workplan for 2022 (Attachment)
  - B. Approval of Commission Meeting Dates
    - Monday, February 7, 2022
    - Monday, May 2, 2022
    - Monday, August 1, 2022
    - Monday, October 17, 2022
9. Nominating Committee – Election of Chair and Vice Chair for 2022
10. Citizen Input (Approximately 8:30 PM)
11. Future Agenda Items

12. Adjournment

Next Meeting: Monday, February 7, 2022 – 7 PM

Virtual Zoom meeting for Charter Commission members, staff, and the public.

Attachments:

- May 3, 2021 Meeting Minutes Draft
- August 2, 2021 Meeting Minutes Draft
- 2022-2023 Budget Presentation
- Budget Committee Letter
- Draft Proposed Workplan for 2022

DRAFT

## RAMSEY COUNTY CHARTER COMMISSION

Minutes of Monday, May 3, 2021 – 7 PM

Pursuant to Minnesota Statutes § § 13D.021 and 13D.04, subd. 3, Chief Legal Counsel of Ramsey County has determined that an in-person meeting is not practical or prudent because of the COVID-19 pandemic. Charter Commission members will participate online via Zoom by telephone or other electronic means. Public participation is available online via Zoom with live access to the meeting at <https://www.ramseycounty.us/your-government/leadership/charter-commission/charter-commission-agendas-and-minutes>. The video recording of the meeting will be posted at the link noted above.

### MINUTES

1. Call to Order: Chair Nancy Haas called the meeting to order at 7:00 PM.
2. ROLL CALL Attendance: Completed by Sia Xiong.

District	Charter Commission Member	Present	Absent
1	Ann Maslansky-Takahashi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1	Steven Reeves	<input type="checkbox"/>	<input type="checkbox"/>
2	Ache Wakai	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Joann Knuth	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Nancy Haas	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Susan Flores-Diaz	<input type="checkbox"/>	<input type="checkbox"/>
4	Bethany Winkels	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Sharon Garth	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Joshua (Josh) Ortiz	<input type="checkbox"/>	<input type="checkbox"/>
5	Sebastian Ellefson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Hoang Murphy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Tony Parrish, Sr.	<input type="checkbox"/>	<input type="checkbox"/>
7	John O-Phelan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	William (Bill) Kempe	<input type="checkbox"/>	<input type="checkbox"/>
At Large	Angela (Angie) Thies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
At Large	Laura Suess	<input checked="" type="checkbox"/>	<input type="checkbox"/>
At Large	Susan (Sue) Majerus	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Also present: Amy Schmidt, Assistant County Attorney, Ramsey County Attorney’s Office  
 Janet Guthrie, Chief Clerk – County Board  
 Samuel Clark, Civil Division Director, Ramsey County Attorney’s Office  
 Sia Xiong, Administrative Planning Assistant

Guests Dr. Lynne Ogawa, Medical Director  
 Ryan O’Connor, County Manager

3. Approval of May 3, 2021 Agenda: Motion by Sue Majerus and second by Sebastian Ellefson. Unanimously approved by roll call vote of all members present.
4. Approval of February 1, 2021 Minutes (Attachment): Motion by Laura Suess and second by Hoang Murphy. Unanimously approved by roll call of all members present.

5. Chair Reports:
  - A. Zoom Protocol Reminder
  - B. Roberts Rules Cheat Sheet (Attached)
  - C. Janet Guthrie Retirement
  
6. Ramsey County Updates (Presentation by County Manager Ryan O'Connor): County Manager Ryan O'Connor introduced himself and Medical Director Dr. Lynne Ogawa on their background and role.
  - A. COVID-19 Vaccines: Dr. Lynne Ogawa presented the [COVID-19 Vaccine Dashboard](#) and discussed current numbers and outreach efforts Ramsey County is taking, specifically to diverse communities. Dr. Lynne Ogawa opened it up for questions and discussion. Various members asked questions, shared their stories, and recommendations. Dr. Lynne Ogawa finished answering questions and left at 7:48 PM.
  - B. Census: County Manager Ryan O'Connor highlighted the [Ramsey County and 2020 Census site](#), and provided high level updates on the census.
  - C. Transforming Systems Together: County Manager Ryan O'Connor continued on to share the current progress and purpose of Transforming Systems Together. He shared the website where residents can find updates: [Transforming Systems Together](#).
  - D. Racial Equity: Transitioning to the last topic, County Manager Ryan O'Connor ended with racial equity efforts with the COVID-19 Racial Equity and Community Engagement Response Team and Equity Action Circle. There was a shared website brought up as well: [COVID-19 Racial Equity and Community Engagement](#). After these topics, he opened it up for questions and discussion.

Various questions were asked regarding Boys Totem Town, Transforming Systems Together, and anticipated action steps with community partners. After there were no more questions from the members, Chair Nancy Haas thanked County Manager Ryan O'Connor for joining us and he ended with closing thoughts before leaving at 8:21 PM.
  
7. Workplan and Committee Reports: Vice Chair Angie Thies asked members if anyone was interested in chairing and/or serving on the committees.
  - A. Budget Committee: She elaborated on bylaws and explained that ideally the committee would better understand the budget before the October meeting where the County Manager comes for approval. Bethany Winkels and Ann Maslansky-Takahashi volunteered to serve on the committee. John O'Phelan mentioned the members should consider the term limits especially if members have a term ending soon. Assistant County Attorney Amy Schmidt reiterated the language on how the Charter Commission is involved in the budget, which is focused on providing input if they would like. Ann Maslansky-Takahashi is open to chairing with another member if needed. She highlighted the importance of attendance and engagement. Majority of the members may remove a member if they miss more than three (3) meetings according to the bylaws by Assistant County Attorney Amy Schmidt. The Chair and Vice Chair will follow up with members on engagement.

- B. Charter Review: A question was asked on the purpose of the Charter Review. Sebastian Ellefson asked for further clarity on this committee as well. John O'Phelan offered potentially serving on one of the committees but reiterated the importance on tracking the term limits. Sebastian Ellefson is open to chairing this committee.
- C. Others: Additional discussion that a potential committee would be able to look at the bylaws. Assistant County Attorney Amy Schmidt clarified that creating standing committees are able to be done. Vice Chair will work with Sia Xiong to help compile those who offered to volunteer for the committees.

Vice Chair Angie Thies summarized the volunteers and potential chairs for the two committees. John O'Phelan suggested to have a specific number of members for each committee before standing them up officially. Assistant County Attorney Amy Schmidt clarified that communications in the minutes are an option but may be communicated from the County Manager's Office to all members, to capture those who are not present. Additional discussion around member dedication, consistent engagement, and intentionality.

- 8. Citizen Input (Approximately 8:30 PM): Chair Haas checked to see if anyone who attended who is not a member would like to provide input. There was no non-Commission member in attendance, so there were no comments.
- 9. Future Agenda Items: Recruitment for a bylaws committee, and which ones should be identified as a standing meeting. Motion by Ann Maslansky-Takahashi to have Legislator Jason Isaacson attend a meeting and second by Sebastian Ellefson. Discussion was had around the purpose and question if there were available meetings for this topic. Ann Maslansky-Takahashi removed her motion, and okay with deferring it.
- 10. Adjournment: Motion by Hoang Murphy and second by Sebastian Ellefson. The meeting was adjourned at 9:12 PM.

Next Meeting: Monday, August 2, 2021 – 7 PM

In-person meeting for Charter Commission members, staff, and the public – location TBD.

Respectfully submitted by Sia Xiong, Administrative Planning Assistant.

## RAMSEY COUNTY CHARTER COMMISSION

Minutes of Monday, August 2, 2021 – 7 PM

Location: Ramsey County Public Works – Marsden Room  
 1425 Paul Kirkwold Drive, Arden Hills, MN 55112  
 (Ample parking in lot by main entrance of the second building)

### MINUTES

1. Call to Order: Chair Nancy Haas called the meeting to order at 7:00 PM.
2. ROLL CALL Attendance: Completed by Sia Xiong.

District	Charter Commission Member	Present	Absent
1	Ann Maslansky-Takahashi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1	Steven Reeves	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Ache Wakai	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Joann Knuth	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Nancy Haas	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Susan Flores-Diaz	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Bethany Winkels	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Sharon Garth	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Joshua (Josh) Ortiz	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Sebastian Ellefson	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Hoang Murphy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Tony Parrish, Sr.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	John O’Phelan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	William (Bill) Kempe	<input type="checkbox"/>	<input checked="" type="checkbox"/>
At Large	Angela (Angie) Thies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
At Large	Susan (Sue) Majerus	<input checked="" type="checkbox"/>	<input type="checkbox"/>
At Large	Vacant	<input type="checkbox"/>	<input type="checkbox"/>

Also present: Amy Schmidt, Assistant County Attorney, Ramsey County Attorney’s Office  
 Mee Cheng, Chief Clerk – County Board  
 Sia Xiong, Administrative Planning Assistant

Guests Jennifer O’Rourke, Government Relations

3. Approval of August 2, 2021 Agenda: Motion by Ann Maslansky-Takahashi and second by Sue Majerus. Unanimously approved by roll call vote of all members present.
4. Approval of May 3, 2021 Minutes (Attachment): Chair Nancy Haas suggested to move the approval of the August 2, 2021 minutes to the October 18, 2021 meeting because there was no quorum.
5. Old Business:
  - A. Welcome and Introduce New Chief Clerk, Mee Cheng: Chief Clerk Mee Cheng introduced herself and shared her background and experiences with members.

- B. Information on Youth in Correctional Settings (Attached): Chair Nancy Haas referred to the follow-up from the County Manager's Office regarding statistics around youth in correctional settings. No discussion or questions were shared.
6. Chair Reports:
- A. In-Person Meetings: Since there was low attendance, Chair Haas did not discuss this item.
  - B. Workplan for 2022 / Commission Meeting Dates: Since there was low attendance, Chair Haas did not discuss this item.
  - C. Absences and Bylaws (Attached): Since there was low attendance, Chair Haas did not discuss this item.
  - D. Announcement of Resignation of One At-Large Member and Declaration of Vacancy: Chair Haas shared that an at-large member had resigned. Communications with the district courts has already been made and the vacancy will be posted.
  - E. Annual Election: Nominating Committee for Chair and Vice Chair: Chair Haas and Vice Chair Thies asked for volunteers for the nominating committee. Sue Majerus offered to support and reach out to members in preparation for the October 18, 2021 meeting.
7. Committee Reports
- A. Budget Committee: Vice Chair Thies shared that the budget committee met, but major action items needed yet. Another meeting is scheduled to look into the budget materials, so they have things prepared ahead of the October 18, 2021 budget presentation from Ramsey County leadership.
  - B. Charter Review: Since there was low attendance, Vice Chair Thies did not discuss this item.
  - C. Others – Bylaws Committee: Since there was low attendance, Vice Chair Thies did not discuss this item.
8. Ramsey County Legislative Platform (Presentation by Jennifer O'Rourke): Government Relations Director Jennifer O'Rourke provided a handout sharing major updates and related strategic priorities that Ramsey County was working on. She shared her background and experience and talked through what her work mainly contributed of. There was a discussion and questions from various members. No major action items or follow-up was needed after discussion.
9. Citizen Input (Approximately 8:30 PM): Chair Haas checked to see if there was anyone who was not a member who would like to provide input. There was no non-Commission member in attendance, so there were no comments.
10. Future Agenda Items: No future agenda items were shared.
11. Adjournment: Motion by John O'Phelan and second by Sue Majerus. The meeting was adjourned at 9:00 PM.

Next Meeting: Monday, October 18, 2021 – 7 PM

Meeting location is to be determined for Charter Commission members, staff, and the public.

Respectfully submitted by Sia Xiong, Administrative Planning Assistant.

DRAFT



# **Ramsey County Manager's 2020-2023 Recommended Budget**

**Alex Kotze**  
**Ramsey County Chief Financial Officer**  
**October, 2021**

# Sustain and Scale

## Vision

A vibrant community where all are valued and thrive.

## Mission

A county of excellence working with you to enhance our quality of life.

## Goals



WELL-BEING



PROSPERITY



OPPORTUNITY



ACCOUNTABILITY

- Rooted in our Vision, Mission, Goals and Values.
- Build upon transformative change initiated in 2020-2021 budget.
- Expand Foundational Excellence.
- Continues to:
  - Advance collaboration and service delivery among Service Teams.
  - Prioritize our Residents-First approach in new, tangible and significant ways.
  - Focus on systems reform, racial equity and community engagement.

## The Budget Top Line

### Proposed levy increase:

**2022:** 1.55%  
**2023:** 4.54%

### Overall budget increase:

**2022:** 3.2%  
**2023:** 1.2%

- Total Ramsey County budget  
**2022:** \$772,845,689  
**2023:** \$781,916,984
- Includes \$20.15M of American Rescue Plan (ARP) funds over the 2022-2023 biennium
- Regional Rail levy set at the statutory maximum:  
**2022:** \$29,598,065 (7.4% increase)  
**2023:** \$30,508,850 (3.1% increase)
- Housing and Redevelopment Authority levy set at the statutory maximum:  
**2022:** \$11.1 million (first year levied)  
**2023:** \$11.1 million (approximate)

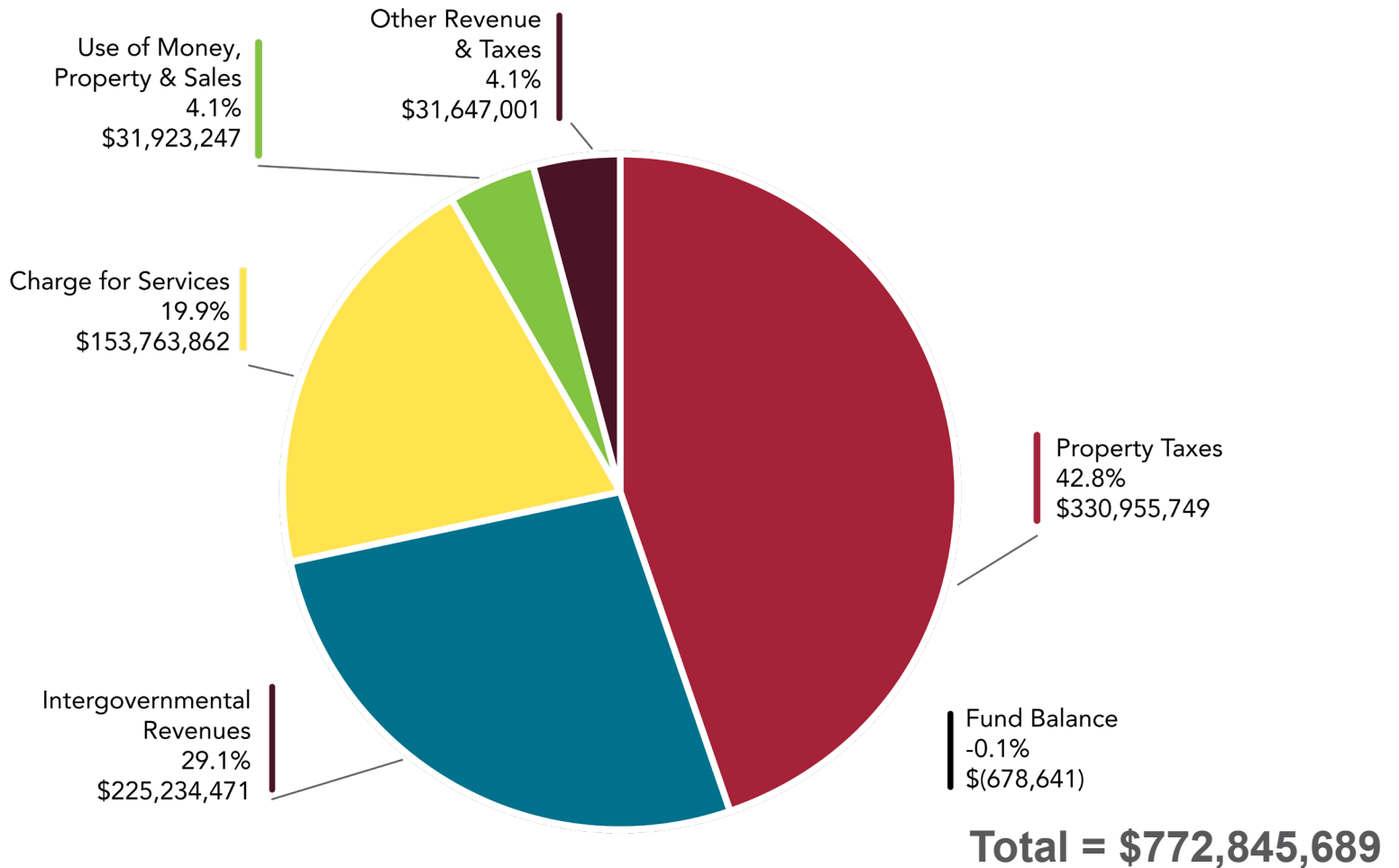
# American Rescue Plan Act Funding

- **Ramsey County awarded \$108 million in federal ARPA funds for COVID-19 recovery.**
- **\$20.15 million to be leveraged in 2022-2023 budget to support organizational needs.**
- **Funds help maintain services without raising property taxes beyond what our community can support.**

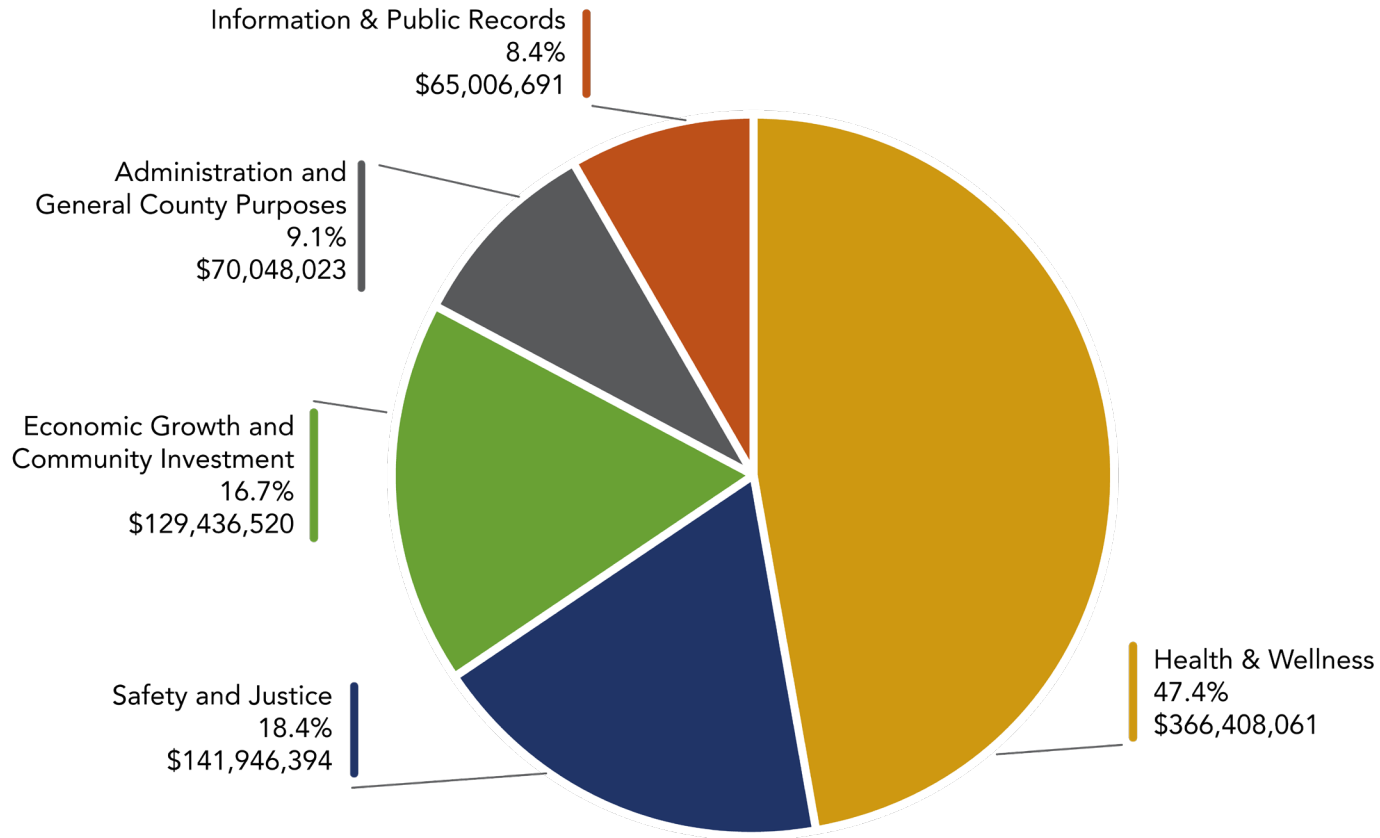
Examples include:

- Financial Assistance Services.
- Housing Stability.
- Continued Justice System reform.
- Information Technology infrastructure.
- Flexible work and physical space.

# Where County Funds Come From: 2022



# Where County Funds Are Spent: 2022



**Total = \$772,845,689**

# Continue Investing in Transformative Change

- **Reflects vision, mission, goals and strategic priorities.**
- **Focused on people and service delivery** – both those served by Ramsey County and those who work for Ramsey County.
- **Focused on systems transformation** – particularly in building wellness and healthy communities that reduce justice system responses.
- **Focused on successfully implementing and managing change** – through resources and improved structures that ensure efforts that start as a vision become reality in an efficient, timely and professional manner.

# Continue Investing in Transformative Change





# Commitment to Foundational Excellence



**Expand capacity for internal audits and investigations.**

**Expand equity and inclusion compliance in Human Resources**  
*(ADA, Affirmative Action and Equal Opportunity)*

**Build centralized contract / grant management function.**

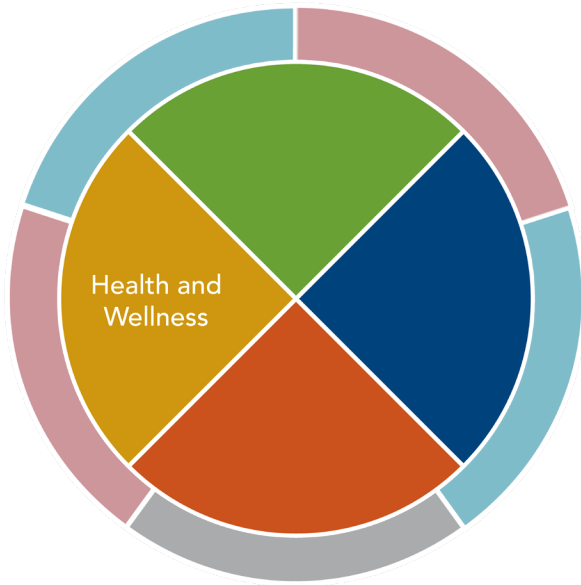
**Add community service audits.**

# 2022-2023 Themes and Priorities



BUDGET THEMES AND HIGHLIGHTS

# Health and Wellness



**Modernizing technology to improve workflows.**

**Addressing racial and health equity priorities.**

**Aligning community values and justice system outcomes.**

**Strengthening families through a holistic approach.**

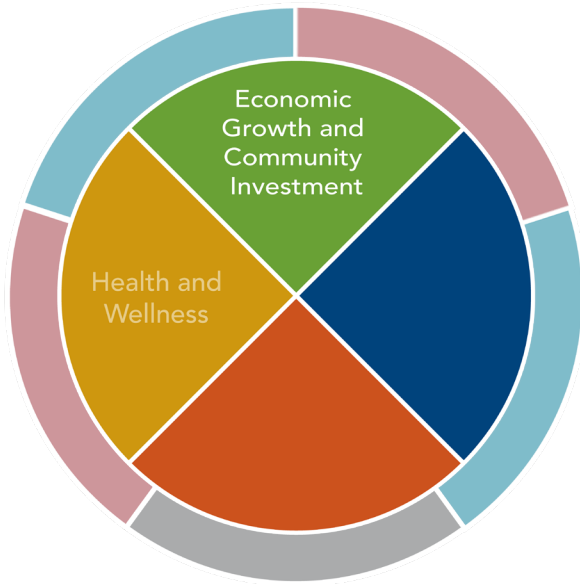
**Providing financial and service supports to ensure housing stability.**

**Focusing on those suffering disproportionately from ongoing pandemic.**

*See p. 25 for 2020-2021 progress update*

BUDGET THEMES AND HIGHLIGHTS

# Economic Growth and Community Investment



**Investing in housing stability and ensuring emergency supports.**

**Aligning jobs, housing and economic development under a common strategy.**

**Advancing Residents First through welcoming and flexible spaces.**

*See p. 26 for 2020-2021 progress update*

BUDGET THEMES AND HIGHLIGHTS

# Safety and Justice



**Aligning community values and decision-making in the justice system.**

**Developing new approaches to decrease incarceration rates.**

**Reducing unintended consequences resulting from contact with the justice system.**

**Increasing social services and public health supports in public safety response.**

*See p. 27 for 2020-2021 progress update*

BUDGET THEMES AND HIGHLIGHTS

# Information and Public Records



**Eliminating complexities and connecting residents to government and community programs.**

**Creating accessible, welcoming and effective service delivery through people and technology.**

**Enabling connections and change by communicating the county’s vision for the future informed by lessons of the past.**

*See p. 28 for 2020-2021 progress update*

BUDGET THEMES AND HIGHLIGHTS

# Strategic Team

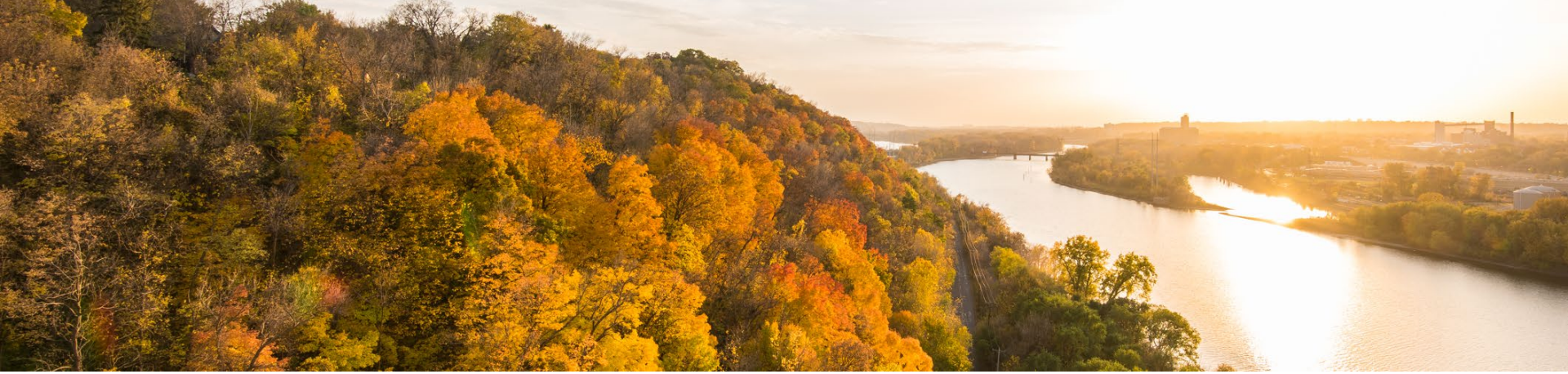


**Prioritizing racial equity and community engagement.**

**Advancing Talent Attraction, Retention and Promotion, and Public Sector Pathways. Building foundational excellence.**

**Incubating countywide work so it is successful and sustainable.**

*See p. 20-24 for 2020-2021 progress updates*



RAMSEY COUNTY

*A county of excellence working with  
you to enhance our quality of life.*

Questions/Discussion

[ramseycounty.us/Budget](https://ramseycounty.us/Budget)



Date

Ryan O'Connor, County Manager  
Ramsey County Courthouse  
15 West Kellogg Blvd, Suite 250  
Saint Paul, MN 55102

CC: Mee Cheng, Chief Clerk and Director of Administration

**RE: Ramsey County 2022 Budget, Charter Commission Comment**

Dear County Manager O'Connor,

Per the Ramsey County Charter, members of the Ramsey County Charter Commission, budget sub-committee have assembled and reviewed the Ramsey County budget and [corresponding materials](#). I serve as the Vice-Chair of the Ramsey County Charter Commission and Co-Chair of the Budget Committee. On behalf of the Budget Committee, we commend your efforts to compile a thoughtful, strategic and balanced budget that clearly outlines and resources the priorities of the county.

Specifically, we'd like to call attention to the areas of:

- Intentionally supporting a more collaborative and aligned internal structure that reduces inefficiencies
- Improving technological support and infrastructure to reduce complex systems and make them easier for the community to access
- Increasing county efforts to provide individualized services
- Importantly, incorporating racial equity aspects throughout the budget

Of specific note, the commission was complimentary of the county's efforts to engage residents and the community through the process - resulting in a thoughtful, transparent and well-organized budget process.

While overall complimentary, the Commission raised concerns about the following:

- Cited levy increase over the next two years and impact to residents, cities and townships
- Pandemic funding and long-term financial stability of the county
- Pandemic impact in the areas of housing, transportation and commercial real estate, including the impact to county taxpayers

We thank you for the opportunity to provide comment and share the areas we encourage the county to continue monitoring. If we may be of additional service, please don't hesitate to reach out via email at [amthieser@gmail.com](mailto:amthieser@gmail.com).

Sincerely,

Angela M. Thies  
Vice - Chair, Charter Commission

## Charter Commission Draft Proposed Workplan for 2022

January 2022	<i>Jan. 12 (5 – 6 PM)</i>	Charter Committee Meeting Review sections 1-3
February 2022	<i>Feb. 7 (7 – 9 PM)</i>	<b>Charter Commission Meeting</b> Committee reports Focus issue needed
March 2022		
April 2022	<i>Apr. 13 (5 – 6 PM)</i>	Charter Committee Meeting Review sections
May 2022	<i>May 2 (7 – 9 PM)</i>	<b>Charter Commission Meeting</b> Committee reports Focus issue needed
June 2022		
July 2022	<i>TBD</i>	Budget Committee Meeting
	<i>Jul. 13 (5 – 6 PM)</i>	Charter Committee Meeting Review sections
August 2022	<i>TBD</i>	Budget Committee Meeting
	<i>Aug. 1 (7 – 9 PM)</i>	<b>Charter Commission Meeting</b> Committee reports Focus issues needed
September 2022	<i>TBD</i>	Budget Committee Meeting
	<i>Sep. 14 (5 – 6 PM)</i>	Charter Committee Meeting
October 2022	<i>Oct. 17 (7 – 9 PM)</i>	<b>Charter Commission Meeting</b> Committee reports County Manager Budget Presentation
November 2022	<i>TBD</i>	Budget Committee Meeting