Municipal Building Commission Meeting
October 28, 2026 10:00 AM
Meeting location: City Hall/Courthouse Conference Room 143.

AGENDA

INTRODUCTIONS:

INFORMATIONAL AGENDA ITEMS:
1) 2027- 2030 preliminary capital funding request
2) MBC by-laws

CONSENT AGENDA ITEMS:
3) Approve 26, 2026 meeting minutes.
4) Approve MBC expenditure report
5) Approve MBC historic preservation fund balance

DISCUSSION AND ACTION AGENDA ITEMS:
6) Approve 2027 Operating Budget
7) Approve expenditure authority on contract for IT services
8) Approve amendment to MBC Mechanical/Life Safety and City restack project
9) Approve financial gift from the Carillon Committee
10) Approve employee policy prohibiting firearms/dangerous weapons in workplace

CLOSED AGENDA ITEM:
11) A portion of this meeting may be closed pursuant to Minnesota Statute § 13D.05, subd. 3(d), to receive and discuss security briefings and reports.

Informational Agenda Item: 01

Date: **October 28, 2026**

To: **Municipal Building Commission Board:**

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: **Erin Delaney**

Subject: **2027-2030 Capital Funding Request**
Informational Agenda Item: 01

The MBC's 2027 joint capital funding request of $2,195,000.00, is highlighted in yellow.

- City: CLIC and the Mayor's office recommend the MBC's 2027 funding request.
- County: CBTF and County Administrator's department recommend the MBC's 2027 funding request.

No action is requested.

CLIC 2027 Funding Request					***$1,037,500.00***				
CBTF 2027 Funding Request					***$1,157,500.00***				
MBC Project Number	HC Project Number		Project Name	2026 Received	**2027 Request**	2028 Request	2029 Request	2030 Request	Total
Existing On Going Projects - Funding Requests									
1		Existing	Electrical Bus Duct Replacement	$75,000.00	**$500,000.00**	$1,000,000.00	$2,000,000.00	$0.00	$3,575,000.00
2	CMBC18	Existing	Heat Exchangers and Pump Replacement	$600,000.00	**$75,000.00**				$675,000.00
3	CMBC20	Existing	5th Street Sidew alk reconstruction	$75,000 (2025)	**$1,500,000.00**	$1,500,000.00			$3,075,000.00
4	CMBC22	Existing	HC Only ADC Metal Door Frame Replacement	$75000 (2025)	**$120,000.00**	$200,000.00	$200,000.00	$200,000.00	$795,000.00
Future Projects									
5		New	MBC Flooring Repairs			$50,000.00	$750,000.00		$800,000.00
6		New	Steam System Equipment Replacement			$75,000.00	$1,000,000.00	$500,000.00	$1,575,000.00
7		New	Building Service Elevator					$75,000.00	$75,000.00
Existing On Going Projects - No Further Funding Requests									
8	CMBC10	Existing	Exterior Improvements	$6,000,000.00					$6,000,000.00
9	CMBC21	Existing	Fire Alarm System Replacement	$1,000,000.00					$1,000,000.00
10		Existing	Facility Safety Improvements Phase D and E						
11	CMBC16	Existing	Building Wide Electrical						
12	CMBC01	Existing	Life Safety Improvements						
13	CMBC02	Existing	Mechanical Systems Upgrades						
				$7,825,000.00	$2,195,000.00	$2,825,000.00	$3,950,000.00	$775,000.00	$17,570,000.00

Informational Agenda Item: 02

Date: October 28, 2026

To: Municipal Building Commission Board:

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: Erin Delaney

Subject: MBC by-laws
Informational Agenda Item: 02

An initial draft of the MBC by-laws has been completed, and is attached to this memo for discussion.

MUNICIPAL BUILDING COMMISSION BYLAWS

Effective _[date]_____

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Preamble

In 1903, the Minnesota Legislature passed legislation enabling the Municipal Building Commission ("MBC"), a public body that has exclusive care and control of the Minneapolis City Hall/Courthouse Building (the "Building"). The Building is located at 350 South Fifth Street in Minneapolis and consists of City offices, the City Council chamber, the Hennepin County Sheriff's Office, and the 504-bed Hennepin County Adult Detention Center. The Building is owned by the City of Minneapolis and Hennepin County. The MBC's mission is to operate, maintain, and preserve the Building as a historic landmark and ensure a safe, functional environment for government employees, citizens, and elected officials.

The MBC has the authority and power to regulate and manage the affairs of the Building, consistent with the law and these Bylaws. These Bylaws are adopted to regulate and manage the internal affairs of the Building, pursuant to Minnesota Statutes Sections 383B.75-754.

Section 1. MBC Members

The MBC is composed of four members who, pursuant to Minnesota Statutes Section 383B.75, are as follows:

- The Chair of the Board of County Commissioners of Hennepin County;
- The Mayor of the City of Minneapolis;
- A person appointed by the Board of County Commissioners of Hennepin County, who shall serve at its pleasure; and
- A person appointed by the City Council of the City of Minneapolis, who shall serve at its pleasure.

The Chair of the Hennepin County Board of County Commissioners shall be President of the MBC. The President shall have such duties and responsibilities as are normally attendant upon that office and as are specifically prescribed by the MBC,

other relevant laws, and these Bylaws. The functions of the President shall include, but not be limited to, the following:

- Presiding at MBC meetings.
- Providing notification of regular MBC meetings and calling special meetings, as appropriate.
- Appointing, subject to MBC approval, any special committees and related chairs.
- Appointing a Director, subject to MBC ratification.
- Assuring that the work of the MBC is organized to carry out the MBC's duties and responsibilities.
- Acting as the MBC's official representative.
- Performing such other duties as the Commission may direct.

The Mayor of the City of Minneapolis shall be Vice-President of the MBC. The Vice-President shall preside at MBC meetings, in the absence of the President.

The person appointed by the Hennepin County Board of Commissioners shall be the Secretary of the MBC and, as such, shall keep the records and accounts thereof. The Director shall be the Deputy Secretary and may perform all functions of the Secretary, subject to the general direction of the Secretary.

The Treasurer shall be the custodian of all monies received by the MBC and shall be responsible for financial documents of the MBC. The Director shall be the Deputy Treasurer and may perform all functions of the Treasurer, subject to the general direction of the Treasurer. The comptroller treasurer of the City of Minneapolis shall keep a correct account of MBC receipts and expenditures, pursuant to Minn. Statute Section 383B.75.

MBC members shall adhere to their respective entity's conflict of interest policies, either via the City of Minneapolis or Hennepin County, while serving in their capacity as a Commission Member.

Section 2. MBC MEETINGS

2.1. **Conduct of Business**

MBC meetings shall be governed by Robert's Rules of Order, as most recently revised.

2.2 Open Meeting Law

MBC meetings are subject to Minnesota Statutes Chapter 13D, the Minnesota Open Meeting Law. The MBC may close all or a portion of an MBC meeting, subject to Chapter 13D, to discuss issues involving attorney-client privilege, security issues,

real property sales by the MBC, and as otherwise permitted by law.

2.3 Regular MBC Meetings

Unless otherwise noticed, MBC meetings shall be held in the Building's Historic Conference Room #143, in accordance with a meeting schedule adopted by the MBC.

2.4 Special Meetings

In addition to regular meetings, the MBC may hold "special" and "emergency" meetings, as those terms are used in the Minnesota Open Meeting Law, Minnesota Statute Section 13D.04. Such meetings may be called by the President and must be called by the President whenever requested in writing by a majority of MBC members.

2.5 Notice of Meetings

Notice of a meeting, whether, regular, special, or emergency meeting, shall comply with the requirements of the Minnesota Open Meeting Law, Minnesota Statutes Chapter 13D, and shall be posted on the MBC website and the offices of the Hennepin County Clerk and Minneapolis City Clerk. For regular and special meetings, notice shall be delivered to MBC members by telephone or email not less than three (3) days before the day on which such meetings is to be held. For emergency meetings, notice shall be delivered to MBC members by telephone or email not less than 24 hours before the day on which the emergency meeting will be held. The notice shall state the time and place of the meeting.

2.6 Remote MBC Meeting Participation

Remote participation is permitted in accordance with the Minnesota Open Meeting Law as follows:

- All MBC members and meeting attendees must be able to hear and see all members and discussion, testimony, and votes;
- At least one MBC member must be physically present at the regular meeting room;
- Votes must be via roll call so that each member's vote is identified and recorded;
- Notice of the use of remote technology must be included in the meeting notice;
- Meeting minutes must reflect which MBC members participated remotely and the reason(s) for the remote attendance; and
- Members of the public must be allowed to attend remotely, to the extent possible.

2.7. **Conduct**

Members of the public who attend MBC meetings are not allowed to:

- Shout, chant, clap, stamp feet, or whistle;
- Speak out of turn or make remarks when not recognized by the presiding officer;
- Use profanity, personal attacks, or threats of violence; or
- Disrupt the orderly conduct of the meeting.

If someone violates the above rules of participation, the presiding officer may:

- Ask the person to stop;
- Give them a warning that if they don't stop, they will have to leave the meeting;
- Decide to call security to have them removed from the meeting room; and
- Recess the meeting to allow security to remove them and restore order.

2.8 **Meeting Agendas**

The agenda for each regular MBC meeting shall consist of at least the following items:

- Call to Order
- Roll Call
- Adoption of Agenda
- Approval of Minutes
- Financial Report
- Discussion and Action Items
- Adjournment

The presiding MBC officer may re-order agenda items within the prescribed order of business or may temporarily set aside an agenda item for action later in the meeting for convenience of the commission.

The agenda for each regular meeting will be available three (3) business days prior to the meeting date.

2.9 **Quorum**

A quorum for the transaction of MBC business shall consist of three (3) MBC members. If a quorum is not present on the day fixed for a regular, special, or emergency meeting, the members in attendance, though constituting less than a quorum, may recess from time-to-time so as to notify absentees and procure a quorum for such a recessed meeting.

2.10 **Voting**

Authorized action may be taken by the MBC upon a majority vote of the members present at a lawfully convened meeting. The term majority shall mean a majority of those members participating in the meeting.

Voting on any matter shall be by roll call vote. In the case of a tie vote, the question is defeated. There shall be no voting by proxy, and each member shall be entitled to one vote on any single motion.

2.11 **Director**

Subject to the ultimate authority of the MBC under law or these Bylaws, the Director of the MBC shall: (1) have overall responsibility for management of MBC operations; (2) work with the MBC President to ensure that orders and resolutions of the MBC are properly implemented; (3) attend MBC meetings and record the proceedings thereof, issue MBC meeting notices and agendas, and issue meeting minutes; (4) maintain MBC records; and (5) ensure compliance with the City of Minneapolis' Target Market Program, defined as a race and gender-neutral tool to expand contracting opportunities for small and local businesses.

Section 3. BYLAW AMENDMENTS

These Bylaws may be amended by a majority vote of MBC members at a regular or special meeting of the MBC provided that written notice setting forth in detail the contents of the proposed amendment(s) has been given to all MBC members at least three (3) business days prior to the meeting.

Section 4. MBC COMMITTEES

4.1 **Special Committee Designation**

The only standing committee of the MBC shall be the MBC Special Committee.

4.2 **Special Committee Membership**

The Special Committee shall consist of members of the MBC or their designee.

There shall be a maximum of 4 Special Committee members. Persons who are not members of the MBC may be designated to serve on the Special Committee. Each MBC member shall have the authority to appoint 1 designee to the Special Committee.

4.3 **Special Committee Chair**

The MBC President or their designee shall preside over the Special Committee.

4.4 Special Committee Vice Chair

The MBC Vice President or their designee shall be the Vice Chair of the Special Committee.

4.5 Special Committee Staff

The MBC Director shall serve as staff to the Special Committee. The Director shall prepare the committee agenda, including draft motions and recommendations, as deemed appropriate.

4.6 Special Committee Meeting Schedule

The MBC shall establish a monthly meeting schedule for the Special Committee.

The remote meeting requirements in Section 2.6 of these Bylaws do not apply to Special Committee meetings, per Minnesota Statute Section 13D.02, subd. 1a.

4.7 Special Committee Authority

The Special Committee may recommend for approval by the MBC projects, contracts, and policies that support the goals and objectives of the MBC.

Consent Agenda Item: 03

Date: **October 28, 2026**

To: **Municipal Building Commission Board:**

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: **Erin Delaney**

Subject: **MBC Board meeting minutes**
Consent Agenda Item: 03

Staff requests approval of the attached August 26, 2026, MBC Board meeting minutes.

UNAPPROVED
Municipal Building Commission Meeting Minutes
August 26, 2026

President Irene Fernando called the regular Municipal Building Commission (MBC) meeting to order at 10:07 AM at the City Hall/Courthouse, Room 143. Present were:

President Irene Fernando, Chair of the Hennepin County Board
Vice President Jacob Frey, Mayor, City of Minneapolis
Minneapolis City Council Member Aisha Chughtai
Hennepin County Commissioner Marion Greene

INFORMATIONAL ITEMS

The following informational items were reviewed:

1. 2027 – 2030 Capital Funding Request
2. MBC By-Laws
3. RFP for City Hall Café Space
4. MBC Mechanical/Life Safety and City Restack Project
5. Completion of 2025 Audit
6. Employee policy prohibiting firearms/dangerous weapons in workplace

CONSENT AGENDA ITEMS

Council Member Chughtai moved to approve the following consent items:

7. Minutes from the June 24, 2026, meeting
8. Contract Summary (through July 2026)
9. MBC Expenditure Report (through July 2026)
10. MBC Historic Preservation Fund Balance (through July 2026)

Commissioner Greene seconded. A roll call vote was taken, and the motion carried:

Irene Fernando	Yea	Jacob Frey	Yea
Marion Greene	Yea	Aisha Chughtai	Yea

CLOSED AGENDA

At 10:20 a.m., Commissioner Greene moved to close the meeting under Minnesota Statutes, section 13D.05, subdivision 3(d), to receive security briefings and reports and discuss issues related to the City Hall/Courthouse building security systems. Council Member Chughtai seconded. A roll call vote was taken, and the motion carried:

Irene Fernando	Yea	Jacob Frey	Yea
Marion Greene	Yea	Aisha Chughtai	Yea

UNAPPROVED
Municipal Building Commission Meeting Minutes
August 26, 2026

Reconvening

At approximately 10:44 a.m., Council Member Chughtai moved to reopen the meeting. Vice President Frey seconded. A roll call vote was taken, and the motion carried:

Irene Fernando	Yea	Jacob Frey	Yea
Marion Greene	Yea	Aisha Chughtai	Yea

ADJOURNMENT

The meeting was adjourned by President Fernando at 10:45 a.m.

Consent Agenda Item: 04

Date: **October 28, 2026**

To: **Municipal Building Commission Board:**

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: **Erin Delaney**

Subject: **MBC expenditure report through September 2026**
Consent Agenda Item: 04

This report will be reviewed by the MBC Board at each meeting. This is a Budget vs. Actual Expense report from the City of Minneapolis COMET financial system. This report reflects expenses posted to the system from January 1 through September 30, 2026. Staff requests approval of the report.

Budget vs YTD Actuals - Expenses

Report Generated 10/23/2026 ***For Period End 9/30/2026***

Percent of Year Remaining 25%

	Department	Budget	YTD Actual	% Spent	% Remaining	$ Remaining
5200100	Administration	$2,203,647	$1,252,681	57%	43%	$950,966
5200200	Custodial & Security	$3,360,985	$2,656,955	79%	21%	$704,030
5200300	Repairs & Improvements	$3,968,933	$2,216,087	56%	44%	$1,752,846
	Subtotal	***$9,533,564***	***$6,125,722***	**64%**	**36%**	**$3,407,842**
5200400	Adult Detention Center	$565,937	$381,455	67%	33%	$184,482
5200500	Work for Others	$79,651	$0	0%	100%	$79,651
	Total	**$10,179,152**	**$6,507,177**	**64%**	**36%**	**$3,671,975**

MBC's Fund Balance as of September 30, 2026 is $2,203,008. The current minimum required fund balance is $1.527 million. This leaves an unreserved fund balance of $676,008. The fund balance is monitored and managed to budget.

7/31/2026 Fund Balance - 31100	**$ 2,203,008**
Minimum Fund Balance Amount	**(1,527,000)**
Year End Unrestricted Fund Balance	**$ 676,008**

Consent Agenda Item: 05

Date: **October 28, 2026**

To: **Municipal Building Commission Board:**

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: **Erin Delaney**

Subject: **MBC Historic Preservation fund balance**
Consent Agenda Item: 05

The current Historic Preservation fund balance is $538,979.64 through September 2026.

Beginning Balance **(Fund 3110H)**		$ 461,497.72
2026 Received Revenue to 9/30/26		$ 77,481.92
2026 Expenses		$
Ending Fund Balance - 3110H		$ 538,979.64

This account is funded by rental revenue from after-hour events. The MBC schedules 12 - 15 events per month. An hourly rental fee is charged for all events after 6:00 p.m. weekdays and all day Saturday and Sunday. There is no charge for events prior to 6:00 p.m.

As directed by the MBC Board, all proceeds from this account are to be used for historic restoration projects. All expenditures from this account require Board approval.

Accordingly, staff is requesting approval of the Historic preservation fund balance.

Discussion and Action Agenda Item: 06

Date: **October 28, 2026**

To: **Municipal Building Commission Board:**

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: **Erin Delaney**

Subject: **MBC 2027 Operating Budget**
Discussion and Action Agenda Item: 06

Staff is proposing a 2027 operating budget in the amount of $10,262,538 and has sufficient resources to support this budget. This proposed budget complies with City and County guidelines and is a 0% increase from the 2026 budget.

- The MBC is requesting from Hennepin County: $4,558,867.00
  - This amount is within County budget guidelines of 2% increase over the 2026 budget.
  - The Country funds 40% of expenses for the shared services funds and 100% of expenses for the Adult Detention Center (ADC.)

- The MBC is requesting from the City of Minneapolis: $5,703,672.00
  - Property tax levy: $3, 875,000
  - Local Government Aid (LGA): $246,191
  - MBC fund balance: $1,582,481
  - The City funds 60% of expenses for the shared services fund

Accordingly, staff is requesting approval of the 2027 Operating Budget, for the total revenue and expenditure amount of **$10,262,538.**

TOTAL MBC BUDGET

Revenues	2027 Budget	$ Change	% Change
Property Taxes	7,704,098	(1,049,920)	-12.0%
Local Government Aid	246,191	927	0.4%
MBC Fund Balance	1,582,481	1,124,073	245.2%
Carry Forward	-	-	N/A
Subtotal Shared Revenues	9,532,770	75,080	0.8%
ADC	729,768	14,310	2.0%
Work for Others		-	0.0%
Total Revenues	10,262,538	(10,611)	-0.1%
Expenditures	**2027 Budget**	**$ Change**	**% Change**
Administration	1,922,023	15,138	0.8%
Custodial & Security	3,566,402	28,089	0.8%
Repairs & Improvements	4,044,345	31,853	0.8%
Subtotal Shared Expenditures	*9,532,770*	75,080	0.8%
Adult Detention Center (county)	729,768	14,310	2.0%
Work for Others (self-funded)	100,000	-	0.0%
Total Expenditures	10,262,538	89,389	0.9%

Discussion and Agenda Item: 07

Date: **October 28, 2026**

To: **Municipal Building Commission Board:**

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: **Erin Delaney**

Subject: **IT service agreement with Hennepin County**
Discussion and Action Agenda Item: 07

The MBC has been contracting with the County for IT services since 2005. Under these contracts, the County provides and services computers, cellular phones, printers, facsimile and scanning services, software, and cyber security protection.

The county is experiencing significant cost increases in providing these services, including up to double the annual rates for security software and physical hardware. The County bills departments and the MBC on a per employee / per month model. The MBC is paying the same per employee rate as County departments. A cursory cost review by City IT indicated the costs are in line with industry standards.

The current contract with the County, COM0003746, expires in 2028. The current contract allows for annual authority of $150,000. All expenses will be paid out of existing appropriations. Staff is requesting authority to increase the annual expenditure as follows:

2026: Requesting authority for up to an additional $190,000 for a total of $340,000.

2027: Requesting authority for up to an additional $249,000 for an estimated annual amount of $399,000.

2028: Requesting authority for up to an additional $289,000 for an estimated annual amount of $438,900.

Informational Agenda Item: 08

Date: **October 28, 2026**

To: **Municipal Building Commission Board:**

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: **Erin Delaney**

Subject: **MBC Mech/Life Safety and City Restack project**
Discussion and Action Agenda Item: 08

The joint MBC Mechanical/Life Safety and City Restack project is complete. As a joint project, the MBC Board approves all contracts and amendments for this work. This comprehensive project covered approximately 150,000 square feet and included MBC work of mechanical and electrical upgrades and City work of tenant improvements and redesign in the following areas.

Phase 1: SW corner of the Ground floor.
Phase 2: SW corner of the 1st floor.
Phase 3: SE and NE corner of 3rd and Mezzanine floors and City Restacking on Floors 1, 2, 3 & M.
Phase 3A: Room 100 and 124.
Phase 3B: Room 51 and Room 130.
Phase 3C: 3rd and Mezzanine floors, suites 208 and 212.

Action Item:
Approve Shaw Lundquist Construction contract amendment:
MBC Amendment #25: $47,316.00

Upon approval, the work will be completed and the project contracts closed.

Project Budget and Funding / Phase 3C Construction				$38,319,840.00
	MBC01 Life Safety	MBC02 Mechanical	City Restack	Total Contract Amount
Shaw Lundquist contract:	$5,457,477.00	$8,146,317.00	$10,587,988.00	$24,191,782.00
Amendment #1 MBC *approved 05/01/24*	$94,833.00	$994,905.00		$1,089,738.00
Amendment #2 City *approved 05/01/24*			$223,730.00	$223,730.00
Amendment #3 MBC *approved 06/05/24*	$2,925.00	$37,878.00		$40,803.00
Amendment #4 City *approved 06/05/24*			$103,605.00	$103,605.00
Amendment #5 MBC *approved 08/21/24*	$320,091.00	$63,330.00		$383,421.00
Amendment #6 City *approved 08/21/24*			$23,789.00	$23,789.00
Amendment #7 *MBC approved 10/23/24*	$81,743.00	$37,621.00		$119,364.00
Amendment #8 *City approved 10/23/24*			$79,223.00	$79,223.00
Amendment #9 MBC *approved 12/4/24*	$95,985.00	$55,062.00		$151,047.00
Amendment #10 City *approved 12/4/24*			$83,143.00	$83,143.00
Amendment #11 MBC *approved 03/13/25*	$153,850.00	$307,153.00		$461,003.00
Amendment #12 City approved *03/13/25*			$705,027.00	$705,027.00
Amendment #13 MBC *approved 06/06/25*	$268,442.00	$213,349.00		$481,791.00
Amendment #14 City *approved 06/06/25*			$134,945.00	$134,945.00
Amendment #15 MBC *approved 08/25/25*	$50,667.00	$139,127.00		$189,794.00
Amendment #16 City approved 08/25/25			$139,346.00	$139,346.00
Amendment #17 MBC approved 10/22/25	$105,918.00	$103,115.00		$209,033.00
Amendment #18 City approved 10/22/25			$302,283.00	$302,283.00
Amendment #19 MBC approved xx/xx/xx	$190,993.00	$0.00		$190,993.00
Amendment #20 City approved xx/xx/xx			$46,396.00	$46,396.00
Amendment #21 MBC approved	$38,194.00	$85,338.00		$123,532.00
Amendment #22 City approved			$103,189.00	$103,189.00
Amendment #23 MBC approved	$35,160.00			$35,160.00
Amendment #24 City approved			$5,574.00	$5,574.00
Contract Total with amendments to date	$6,896,278.00	$10,183,195.00	$12,538,238.00	**$29,617,711.00**
Proposed Amendment #25 MBC	$20,942.00	$26,374.00	$0.00	**$47,316.00**
Contract Total with proposed amendments	$6,917,220.00	$10,209,569.00	$12,538,238.00	**$29,665,027.00**
Budget remaining for Phase 3C construction	$3,719,220.00	-$56,969.00	$4,992,562.00	**$8,654,813.00**

Informational Agenda Item: 09

Date: **October 28, 2028**

To: **Municipal Building Commission Board:**

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: **Erin Delaney**

Subject: **Carillon Committee financial gift to the MBC**
Discussion and Action Agenda Item: 09

The City Hall Carillon Committee is a nonprofit organization comprised of volunteers that play bell concerts on the City Hall carillon. The committee was founded in 1993 and volunteers play approximately 60 concerts per year.

In 2023 the committee was bequeathed $250,000 from the estate of founder, Tony Hill, with the request to use the money to tune the bells and/or add a bell.

The current structure supports 15 existing bells and has been maintained by the MBC. Before any questions about additional bells can be addressed, a structural assessment must be completed to determine the feasibility.

The carillon committee is requesting a structural assessment, and will be responsible for all costs associated with the review, including MBC staff time. Because the funding for this assessment is from an outside source, MBC Board approval is required to accept and expend the money.

Accordingly, Staff is requesting acceptance of a financial gift from the carillon committee, in the amount of $8500, to cover all costs associated with the carillon structural assessment.

Discussion and Action Agenda Item: 10

Date: **October 28, 2026**

To: **Municipal Building Commission Board:**

Hennepin County Board Chair, Irene Fernando, President
Mayor Jacob Frey, Vice President
Commissioner Marion Greene
Council Majority Leader Aisha Chughtai

From: **Erin Delaney**

Subject: **MBC employee policy prohibiting firearms in workplace**
Discussion and Action Agenda Item: 10

Staff is proposing an MBC policy that will prohibit employees from possessing firearms and dangerous weapons at the MBC worksite. Union partners were solicitated for feedback and a legal review of the policy has been completed.

The City of Minneapolis and Hennepin County have similar policies that prohibit employees from carrying firearms or dangerous weapons at their respective workplaces. Exceptions exist for employees who carry a weapon as part of their job duties.

Attached is the MBC policy that closely mirrors the City and County policies. Staff is requesting approval of this policy to prohibit employees from possessing firearms and dangerous weapons at the MBC worksite.

Municipal Building Commission (MBC)

Firearms and Dangerous Weapons in the MBC Workplace Policy

This policy prohibits firearms and dangerous weapons in the MBC workplace.

Applies to

- MBC Employees, including any person who performs services for the MBC whether compensated or uncompensated, and commission members.

This policy does not apply to independent contactors or employees of the MBC when they carry a firearm or dangerous weapon in the scope of their employment with the MBC.

Policy

The MBC has a zero-tolerance policy for firearms and dangerous weapons in the workplace. Accordingly, the MBC prohibits employees from carrying or possessing a firearm or dangerous weapon while acting in the course and scope of employment for the MBC.

The possession or carrying of a firearm or dangerous weapon is prohibited while employees are working on MBC property or while working in any location on behalf of the MBC.
This includes, but is not limited to:

- Working in MBC owned building of the City Hall/Courthouse;
- Working on MBC premises;
- Performing work for the MBC at any location;
- Driving on MBC business;
- Performing emergency or on-call work after normal business hours and on weekends;
- Attending training or conferences on behalf of the MBC.

Exceptions to this policy include MBC authorized work tools. MBC employees may carry and possess a firearm or dangerous weapon in City-owned parking areas if they have obtained the appropriate permit to carry and possess that firearm or dangerous weapon.

If an employee uses his or her personal vehicle in the course and scope of employment, the employee may keep his or her permitted firearm or dangerous weapon in the locked trunk of the vehicle. If the vehicle does not have a locked trunk, the employee may keep the permitted firearm or dangerous weapon in a locked glove compartment or a locked lock box.

Employees who violate this policy are subject to discipline up to and including discharge.

An employee who believes that another employee may be in violation of this policy should report the alleged violation to the employee's supervisor. The MBC will promptly investigate allegations of violations of this policy.

No employee may retaliate against an employee who has reported a possible violation of this policy. Retaliation includes, but is not limited to, demotion, termination, making an employee's job more difficult, an undesirable change in work assignment, or other adverse action, which is taken against an employee because the employee reported a potential violation of this policy.

Definitions:

Employee: Employee includes any person who performs services for the MBC, whether compensated or uncompensated, and commission members. Employee does not include an independent contractor.

Firearm or dangerous weapon: A firearm or dangerous weapon includes, but is not limited to, the following:

1. A gun that can discharge shot or a projectile by means of an explosive or gas, or compressed air;
2. A device designed to be used as a weapon, from which can be expelled a projectile by the force of any explosion or force of combustion;
3. Any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
4. Any muffler or silencer of a firearm or dangerous weapon;
5. Any destructive device;
6. Any device designed as a weapon and capable of producing great bodily harm, including but not limited to, stun guns, stun batons, and tasers; and
7. Any combustible or flammable liquid, or other substance, device, or instrumentality that, in a manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm, or any fire that is used to produce death or great bodily harm.