

City of Ramsey
Agenda
Special City Council
Tuesday, September 6, 2011

5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Citizen Input**
- 3. Approve Agenda**
- 4. Council Business**
 1. Approve Temporary On-Sale Liquor License for Ramsey Lions for Happy Days
 2. Discussion Regarding the Annual Performance Evaluation of the City Administrator, an Individual Who is Subject to the City Council's Authority - *Portions may be closed to the public*
- 5. Mayor/Council/Staff Input**
- 6. Adjournment**

CC Special Session

4. 1.

Meeting Date: 09/06/2011

By: Jo Thieling, Administrative Services

Title:

Approve Temporary On-Sale Liquor License for Ramsey Lions for Happy Days

Background:

The Ramsey Lions have submitted the proper paperwork to request a temporary on-sale liquor license for Happy Days. In the past Council has granted this license as well as waived the \$50 fee. Staff is asking Council to approve the license and waive the fee.

Funding Source:

N/A

Council Action:

Motion to approve the temporary on-sale liquor license for the Ramsey Lions for the Happy Days Celebration.

Form Review

Inbox

Kurt Ulrich

Reviewed By

Jo Thieling

Date

08/31/2011 03:21 PM

Form Started By: Jo Thieling

Started On: 08/31/2011 03:17 PM

Final Approval Date: 08/31/2011

CC Special Session

4. 2.

Meeting Date: 09/06/2011

By: Colleen Lasher, Administrative Services

Title:

Discussion Regarding the Annual Performance Evaluation of the City Administrator, an Individual Who is Subject to the City Council's Authority - *Portions may be closed to the public*

Background:

Mr. Kurt Ulrich was hired as the City Administrator on September 17, 2007. As per Mr. Ulrich's Employment Agreement with the City, a 360 degree performance evaluation was conducted. The Mayor and Mr. Ulrich met previously and discussed the evaluation.

It should be noted, the evaluation period has historically been from March to March of each year; however, at the City Council's request at its meeting on April 5, 2011, the evaluation period was extended through July 2011 in order to allow new Councilmembers enough time to evaluate Mr. Ulrich's performance.

The results of the evaluation will be provided at the special closed meeting on September 6, 2011. In the special closed meeting, Mr. Ulrich will meet with the full City Council to discuss his performance. At his discretion, Mr. Ulrich may choose to open this meeting to the public.

Minnesota Statute 13D.05, Subd. 3a states that "A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting."

Please note that both the performance evaluation and the City Council discussion regarding Mr. Ulrich's performance are private and may not be discussed outside of the September 6, 2011 closed session. As per state statute, the City Council's comments regarding Mr. Ulrich's performance will be summarized at an open meeting.

Recommendation:

Contingent upon discussion.

Funding Source:

No additional funding is required.

Council Action:

Contingent upon discussion.

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kurt Ulrich

Date

09/01/2011 04:08 PM

Form Started By: Colleen Lasher

Started On: 08/31/2011 12:44 PM

Final Approval Date: 09/01/2011