

City of Ramsey
Agenda
City Council Work Session
Tuesday October 25, 2011
5:15 p.m. or immediately following Finance
Lake Itasca Room 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Topics for Discussion**
 1. Discussion with Ramsey Lions regarding First Right of Refusal with regard to Lawful Gambling Premise Permits
 2. Discussion regarding a Ramsey Lions Corner in *Ramsey Resident*
 3. Consider Work Plan for Rum River Retail Node Master Planning Effort
 4. Acknowledge Elmcrest Park's Building as Local Match for Minnesota DNR Trail Grant Application Along T. H. #47
 5. Discuss Police Services Proposal Response to City of Nowthen
 6. Discuss Mayor's Recommendations of Desirable Changes and Improvements Pursuant to City Charter 2.6.2
- 3. Future Topics for Discussion - *See Attached Calendar***
 1. Review Future Topics/Calendar
- 4. Mayor/Council/Staff Input**
- 5. Adjournment**

CC Work Session

2. 1.

Meeting Date: 10/25/2011

By: Jo Thieling, Administrative Services

Title:

Discussion with Ramsey Lions regarding First Right of Refusal with regard to Lawful Gambling Premise Permits

Background:

The Ramsey Lions have suggested they would like the City of Ramsey to consider giving them first right of refusal for charitable gambling in all the establishments throughout the City. City Code regulates and controls the locations of lawful gambling activities and ensures that profits derived from gambling activities in the City of Ramsey provide, to the extent authorized by laws, a direct benefit to the citizens of Ramsey. There is a list of conditions the organizations and establishments follow, one of which limits the maximum number of gambling devices at any one location. There are stipulations on the use of lawful gambling net profits as well as language governing the expenditures within the City's trade area. The section of City Code that deals with charitable gambling is attached to this Topic Report for Council's information.

Prior to approval of a premise permit, a charitable organization must first seek permission from each establishment to lease space for pull-tabs, etc. There is no language in the City's Code which would allow any one organization the first right of refusal at each establishment. The City Attorney advises that there is no such provision in City Code permitting the City Council to approve the Lions Club's request and that it is doubtful that an ordinance amendment could allow such a provision based on being fair in a legal sense with all other competing organizations.

The Ramsey Lions currently have premise permits in End Zone, Superbowl, Outpost, M & L, and McDuffs. CLIMB Theater has a premise permit at the Outpost and the Anoka Area Ice Arena has a premise permit at the Penalty Box.

It is anticipated that Martin Schindel and Tom Kujawa will be attending the work session to represent the Ramsey Lions.

Funding Source:

N/A

Council Action:

Based upon discussion.

Attachments

Lawful Gambling

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Jo Thieling	10/11/2011 03:55 PM
Jo Thieling (Originator)	Jo Thieling	10/11/2011 04:23 PM
Kurt Ulrich	Kurt Ulrich	10/19/2011 10:55 AM
Form Started By: Jo Thieling		Started On: 10/11/2011 01:04 PM
	Final Approval Date: 10/19/2011	

Sec. 26-144. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Board means the state **gambling** control board.

Lawful gambling means the operation of **gambling** activities by an organization eligible for a license from the board to conduct such activities.

Net profits, lawful purpose, and allowable expense will have the meanings provided in Minn. Stats. § 349.12 as may be amended from time to time.

Organization means as defined by Minn. Stats. § 349.12 and which organization is licensed to conduct **lawful gambling** by the board.

Premises permit means a resolution adopted by the city council authorizing the named organization to operate **lawful gambling** activities at a specified location in the city.

Trade area includes the Cities of Ramsey, Anoka, Andover, Elk River, Dayton and Nowthen.

(Code 1978, § 7.61.02; Ord. No. 07-09, § 2, 6-28-2007; Ord. No. 08-28, § 2, 10-28-2008)

State law reference— Definitions, Minn. Stats. § 349.12.

Sec. 26-145. - Violations.

Anyone who violates the provisions of this article shall be guilty of a misdemeanor. This article does not preclude civil and criminal penalties under applicable laws. Failure to file timely reports and payments as required by this article may result in a recommendation to the board that the organization's premises permit should be revoked.

(Code 1978, § 7.61.11; Ord. No. 07-09, § 3, 6-28-2007)

Sec. 26-146. - Purpose.

The purpose of this article is to regulate and control the location of **lawful gambling** activities and to ensure that profits derived from **gambling** activities in the city provide, to the extent authorized by law, direct benefits to the citizens of the city.

(Code 1978, § 7.61.01; Ord. No. 94-05, 7-27-1994; Ord. No. 07-09, § 2, 6-28-2007)

Sec. 26-147. - Notice; approval or disapproval.

The applicant for a **lawful gambling** premises permit ("premises permit") within the city shall apply to the council in writing in the manner required by law for a premises permit at least 60 days before issuing or renewing the premises permit. Each application for a premises permit shall be approved or disapproved by the council.

(Code 1978, § 7.61.03; Ord. No. 94-05, 7-27-1994; Ord. No. 07-09, § 2, 6-28-2007)

State law reference— Premises permits, Minn. Stats. § 349.165; local approval of premises permits, Minn. Stats. § 349.213m, subd. 2; local investigation fees for premises permits, Minn. Stats. § 349.16, subd. 8.

Sec. 26-148. - Location.

(a)

Lawful gambling under license issued by the state **gambling** control board ("board") may be conducted only at locations that comply with applicable zoning, building, fire and health codes of the city. All applications must be for a specific location with the exception of Class D (raffle only) licenses.

(b)

The following locations are considered unsuitable for **gambling** operations and any request for a premises permit at such a location will be rejected without clear and convincing evidence that such a location will not pose undue enforcement difficulties, lessen property values of adjoining properties, or expose **gambling** to persons under 18 years of age:

(1)

Areas zoned for agriculture or residential use;

(2)

Locations where the predominant clientele is under the age of 18 years.

(Code 1978, § 7.61.04; Ord. No. 94-05, 7-27-1994; Ord. No. 07-09, § 2, 6-28-2007)

Sec. 26-149. - Conditions.

The conduct of **lawful gambling** under license issued by the board shall be subject to the following conditions in the city:

(1)

Lease agreement. A copy of any lease agreement between a nonprofit organization and a **gambling** location owner or operator shall be filed with the city administrator together with the premises permit application.

(2)

Refusal of permit. The council may refuse to issue a premises permit for a location in which **gambling** violations have previously occurred, and the council may refuse to issue a **lawful gambling** premises permit to a nonprofit organization which has previously violated terms of this Code and/or Minn. Stats. ch. 349.

(3)

Number of devices. The maximum number of **gambling** devices at any one location in the city shall be limited to two of any one type of device. The maximum number of each **gambling** device may be operated by any one or more than one organization holding a premises permit at any one location.

(4)

Location of organization. The physical site for the organization's place of doing business shall be located within the corporate limits of either the City of Ramsey or the City of Anoka. In addition, the organization's place of doing business all have been located within either the City of Ramsey or the City of Anoka for at least two years immediately preceding the premises permit application. During the term of the premises permit, the organization's place of business shall continuously be located within the corporate limits of either the City of Ramsey or the City of Anoka.

(5)

Resident requirement. For organizations located within the City of Anoka, at least 50 percent of said organization's membership or participants shall be residents of the City of Ramsey. Said residency requirement shall be documented upon issuance and renewal of the premises permit by the organization presenting its

certified roster or membership list to the City of Ramsey for its review 30 days prior to expiration of the premises permit.

(6)

Grandfathering provision. Those organizations that hold a premises permit issued prior to July 29, 2007, will be considered "grandfathered in" as concerns the location of organization requirements identified in subsection (1) of this section. The city reserves the right to delete this subsection (6) and terminate this grandfathering provision.

(Code 1978, § 7.61.05; Ord. No. 94-05, 7-27-1994; Ord. No. 07-09, § 2, 6-28-2007; Ord. No. 08-28, § 2, 10-28-2008)

Sec. 26-150. - Investigation.

Every organization that files an application for issuance or renewal of a premises permit shall deliver the application to the city clerk. The city clerk shall investigate each application and report any findings and recommendations to the council.

(Code 1978, § 7.61.06; Ord. No. 94-05, 7-27-1994; Ord. No. 07-09, § 2, 6-28-2007)

Sec. 26-151. - Filing of records; inspections; access to records.

(a)

Every organization holding a premises permit to conduct **lawful gambling** in the city shall file with the city clerk copies of all records and reports required to be filed with the board pursuant to Minn. Stats. ch. 349 and the rules and regulations promulgated thereunder. In addition, an organization that operates **lawful gambling** activities in other communities must provide separate documentation showing the gross receipts, expenses, profits, and expenditures of profits from its city operation alone. The records and reports shall be filed in the office of the city clerk on or before the day they are required to be filed with the board.

(b)

Every **gambling** event in the city conducted by an organization under Minn. Stats. ch. 349 shall be open to inspection by officers of the city police department.

(c)

The city clerk or employees of the police department, at the direction of the city clerk, may inspect at any reasonable time, without notice or search warrant, all records of an organization holding a premises permit in the city, including **gambling** account and other bank records required by the board to be maintained and preserved.

(Code 1978, § 7.61.07; Ord. No. 94-05, 7-27-1994; Ord. No. 07-09, § 2, 6-28-2007)

Sec. 26-152. - Fee.

The city will charge all new applicants the maximum investigation fee permitted by Minn. Stats. ch. 349 in order to cover costs incurred investigating the application. Any unused portion of this fee will be refunded to the applicant. This fee does not apply to applications for renewal of premises permits or additional sites for an organization currently holding a premises permit in the city.

(Code 1978, § 7.61.08; Ord. No. 94-05, 7-27-1994; Ord. No. 07-09, § 2, 6-28-2007)

State law reference— Investigation fee authorized, Minn. Stats. § 349.16, subd. 8.

Sec. 26-153. - Use of lawful gambling net profits.

Any organization that holds a premises permit shall be required to contribute five percent of its net profits from **lawful gambling** to a fund administered and regulated by the city without cost to such fund. In no event shall the required percent be greater than that amount allowed by Minn.

Stats. ch. 349. Disbursements from this fund shall be for **lawful** purposes as determined by ordinance.

(Code 1978, § 7.61.09; Ord. No. 94-05, 7-27-1994)

State law reference— Authority to so require, Minn. Stats. § 349.213, subd. 1(a).

Sec. 26-154. - Expenditures for **lawful purposes within city's trade area.**

(a)

Any organization holding a premises permit to conduct **lawful gambling** within the city shall be required to expend 75 percent of its **lawful** purpose expenditures on **lawful** purposes conducted or located within the city's trade area and to the benefit of the city's trade area.

(b)

A detailed quarterly report of the expenditures for **lawful** purposes within the trade area shall be provided to the finance officer on or before January 15, April 15, July 15 and October 15 of each year after the date of the adoption of the ordinance from which this article is derived. Any organization that fails to submit a detailed quarterly **lawful** purpose expenditure report of how the required 75 percent was expended will be brought before city council to discuss possible future revocation of their premises permit.

(c)

In the event the city is unable to determine with a reasonable degree of certainty that the required 75 percent of the **lawful** purpose expenditures of the organization holding a premises permit to conduct **lawful gambling** within the city's trade area is being expended on **lawful** purposes, the city administrator may require such other financial information as is reasonably necessary for the city to make this determination.

(Code 1978, § 7.61.10; Ord. No. 94-05, 7-27-1994; Ord. No. 07-09, § 2, 6-28-2007)

State law reference— Authority to so require, Minn. Stats. § 349.213, subd. 1(b).

Secs. 26-155—26-176. - Reserved.

FOOTNOTE(S):

⁽¹⁶⁾ **State Law reference—** **Lawful gambling**, Minn. Stats. ch. 349; local authority relative to **lawful gambling**, Minn. Stats. § 349.213. [\(Back\)](#)

CC Work Session

2. 2.

Meeting Date: 10/25/2011

By: Jo Thieling, Administrative Services

Title:

Discussion regarding a Ramsey Lions Corner in *Ramsey Resident*

Background:

The Ramsey Lions requested having news space in each issue of the *Ramsey Resident*. The Ramsey Seniors are the only organization that currently submits regular articles highlighting their meetings as well as inviting membership. The City does provide links to community organizations via our web page.

Council is asked to discuss dedicating a permanent space within the *Ramsey Resident* to the Lions. Another option would be to list in the *Resident* all the community organizations along with their regular meeting dates and times, contact information, and then do periodic spotlights on each one. Currently, the City does a similar business spot light. The City has a variety of community organizations and managing the content, size and cost of newsletter production is an ongoing issue.

During staff discussion related to this topic report, Deputy City Administrator Nelson mentioned a website called Patch.com. As per their website, Patch is a *community-specific news and information platform dedicated to providing comprehensive and trusted local coverage for individual, under-served communities across the country*. They currently serve several metro cities in Minnesota.

Representatives of the Ramsey Lions Club, Martin Schindel and Tom Kujawa, will be present for the discussion.

Funding Source:

N/A

Council Action:

Based upon discussion.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Jo Thieling	10/11/2011 03:53 PM
Jo Thieling (Originator)	Jo Thieling	10/11/2011 04:23 PM
Kurt Ulrich	Jo Thieling	10/18/2011 12:51 PM
Jo Thieling (Originator)	Jo Thieling	10/18/2011 01:19 PM
Kurt Ulrich	Kurt Ulrich	10/19/2011 11:01 AM
Form Started By: Jo Thieling		Started On: 10/11/2011 02:07 PM
	Final Approval Date: 10/19/2011	

CC Work Session

2.3.

Meeting Date: 10/25/2011

By: Tim Gladhill, Community Development

Title:

Consider Work Plan for Rum River Retail Node Master Planning Effort

Background:

A strategic goal of the City Council is to explore a master plan for the area surrounding the commercial node at 167th Avenue and Saint Francis Boulevard (TH 47). Land use scenarios were originally developed in 2004 as part of a proposed Comprehensive Plan Amendment that was ultimately not adopted. Recently, the City has completed a re-refresh of a market analysis through the Buxton Group that was originally completed in 2008. The purpose of the Buxton study was to identify potential retailers that best match the demographics of Ramsey, but not necessarily identify the amount of retail that could be supported.

In order to achieve a realistic land use plan, Staff recommends the completion of an update to the 2003 McComb Group study that would provide additional detail about today's market conditions, forecasted market conditions, and the amount of retail that could be supported in the area. This information would be used as background in making decisions as to appropriate land uses for the area. Once the background and market analysis is complete, City Staff is proposing to use a public input process similar to what was used for the development of the 2030 Comprehensive Plan.

Observations:

The attached document provides a general outline of tasks to be completed. The process is proposed to utilize existing Staff with the assistance from Stantec (formerly Bonestroo), the City's planning consultant. The Master Plan Process is split into three (3) broad tasks:

1. Background Report
2. Public Design Process
3. Master Plan Concepts/Comprehensive Plan Amendment

Background Report

The Background Report is proposed to be completed utilizing City Staff. Materials included in the background report shall include a summary of existing land uses, previous studies and land use scenarios, and market analysis. Staff will also host one on one stakeholder analysis meetings with property owners and tenants of the immediate area.

Public Process

The Public Process is split into three (3) sub-categories.

The first step is proposed as a public visioning session to set goals, identify strengths, weaknesses, opportunities, and threats to guide the remainder of the process. The process is proposed to use a similar Open Space Technology (OST) process used for the Comprehensive Plan. This process allows the attendees to set the agenda and 'host' topics of their desire in relation to the desired final product. This process is proposed to be completed by City Staff, with Stantec observing in preparation for future stages.

The next step is proposed to be a map exercise where attendees will develop a future land use map to identify desired future land uses for the area (e.g. What is the appropriate mix of residential, commercial, employment?). This stage includes break-out, small-group sessions with check-ins with the entire group to develop a Future Land Use Map. This stage is proposed to be facilitated by City Staff, with preparation assistance from Stantec. Stantec estimates this portion at approximately \$3,000, which will also include design work mentioned later as Master Plan

Concepts.

Following the map exercise, the final step in the proposed public input process will include a visual preference survey to identify final design details to build into master plan concepts. This would include streetscape, architectural desires, landscaping, etc. This stage is proposed to be facilitated by Stantec. Stantec estimates this portion at approximately \$1,000.

Master Plan Concepts

From the public design process, Stantec, is proposed to develop a Master Plan to illustrate a potential site plan for the area. This could include a series of options to consider. This step will be utilized to check back to the proposed Future Land Use Map to identify any potential adjustments that may be necessary.

The final stage of the process is to officially implement the future land use goals through a Comprehensive Plan Amendment (CPA) through the Metropolitan Council. Staff recommends a mixed-use designation that specifies a range of household, population, and employment forecasts rather than individual land uses within to provide the City with the greatest flexibility to respond to individual site planning needs. This would allow the City to adjust individual land uses within the mixed-use area without the need for another CPA. This stage is proposed to be completed by City Staff.

The EDA reviewed the proposed work plan at their October 13, 2011 meeting. Also at that meeting, a refresh of the 2008 Buxton Retail Analysis was reviewed. The Buxton study was identified as a tool to identify retailers that best matched Ramsey's demographics and spending habits, but not as a tool to identify the amount of retail that could be supported in the area. The EDA expressed that the 12-minute trade area may be aggressive, supported by initial analysis of the study completed by Stantec (formerly Bonestroo), the City's consulting planner. A study was completed in 2003 by the McComb Group that did include detail to identify the amount of retail that could be supported and the amount of traffic volumes that would need to be reached to achieve certain goals. Staff believes the McComb study is outdated at this time, and is in need of updating. Stantec does provide market analysis services and has provided an estimate to complete a refreshed market analysis under the existing contract with the City.

Funding Source:

It is anticipated that the Master Plan process will be funded through a combination of the General Fund and the EDA Fund. Staff recommends that the updated Market Study be funded partially through the EDA Fund and that the public forums and master plan concepts be funded through the City's General Fund.

The City is continuing to explore other funding sources for planning and implementation, especially funding available through the Metropolitan Council's Livable Communities Act (LCA).

Staff Recommendation:

The request was reviewed by the EDA at their October 13, 2011 meeting and recommended approval of the Work Plan for the Master Planning process. Staff will be forwarding the work plan for the Planning Commission at their November 3rd meeting for feedback.

EDA Action:

Provide feedback on proposed Work Plan and direct staff to complete the Background Report and Stakeholder Analysis. Direct Staff to authorize the revised Market Analysis with Stantec.

Staff will be forwarding the work plan for the Planning Commission at their November 3rd meeting for feedback. Following that meeting, Staff will bring forward a case to official adopt the remaining portions of the proposed work plan.

Master Plan Flow Chart
Market Analysis Proposal

Form Review

Inbox	Reviewed By	Date
Heidi Nelson	Heidi Nelson	10/13/2011 01:02 PM
Tim Gladhill (Originator)	Tim Gladhill	10/13/2011 01:24 PM
Kurt Ulrich	Tim Gladhill	10/13/2011 01:25 PM
Tim Gladhill (Originator)	Tim Gladhill	10/13/2011 01:28 PM
Heidi Nelson	Heidi Nelson	10/13/2011 02:10 PM
Tim Gladhill (Originator)	Tim Gladhill	10/13/2011 02:17 PM
Kurt Ulrich	Kurt Ulrich	10/19/2011 04:29 PM
Aaron Backman	Jo Thieling	10/20/2011 01:37 PM

Form Started By: Tim Gladhill

Started On: 10/12/2011

Final Approval Date: 10/20/2011

167th Avenue/TH 47 Commercial Node Master Planning

Proposed Process Steps

- 1) Authorization from EDA, Planning Commission, and City Council (City Staff)
- 2) Background Report (City Staff)
 - a. Existing Land Use
 - b. Current Future Land Use designation
 - c. Current Forecasts (households, population, and employment)
 - d. Current utilities (private or public)
 - e. Noise level standards for TH 47 (especially residential uses)
 - i. Current and projected
 - f. Previous McComb Group Retail Market Analysis (2003)
 - g. Previous HKGi Master Plan Concepts (2004)
 - h. Previous Comprehensive Plan Amendment (Not Adopted) (2004)
 - i. Buxton Study (2008) and Buxton Study Refresh (2011)
- 3) Public Input
 - a. 1 on 1 Stakeholder Analysis (City Staff)
 - b. Kick-off meeting (City Staff)
 - i. Background report
 - ii. Stakeholder analysis
 - iii. Identify issues and opportunities
 - iv. OST
 - c. Design meeting/Map exercise (City Staff)
 - i. Land uses (similar to Comp Plan process)
 - d. Visual Preference Survey (Stantec)
- 4) Develop Master Plan Concepts (Stantec)
 - a. Present to Planning Commission, EDA, and City Council
- 5) Comprehensive Plan Amendment (City Staff/Stantec [for technical data support])
 - a. Mixed Use or Mixed Use/Planned Unit Development
 - b. Flexibility for adjustments within boundary of land use designation
 - c. Range of household, population, and employment forecasts
 - d. Transportation Analysis Zones (TAZ) Numbers
- 6) TIF District Creation (City Staff)
 - a. Extension of water and sewer
 - b. Quicksilver Street realignment
- 7) Livable Communities Act (LCA) (City Staff)
 - a. Tax Base Revitalization Account (TBRA)
 - i. Clean-up \$
 - b. Livable Communities Demonstration Account (LCDA)
 - i. Planning \$

Background Report

Existing Land Uses

Market Study

Forecasted Growth

Utilities

Current Noise Levels

Previous Studies

Previous Master Plan Concepts

Present to Boards

30 Days

Stakeholder Analysis

Future Land Use Plans

Infrastructure Needs

Retail Services

Expansion Plans

Safety Improvements

Desired Amenities

Timelines

Present to Boards

30 Days

Kick-off Meeting

Present Background Report

Present Stakeholder Findings

SWOT Analysis

Visioning Breakouts (OST)

15 Days

Map Exercise

Base Map

Blocks Representing Land Uses

Participants Arrange Land Uses

Small Group Break Out Sessions

Large Group Check-in Sessions

Consensus on Future Land Uses

Future Land Use Map = Final Product

15 Days

Visual Preference

Design Standards

Architectural Standards

Green Space

Transitional Areas

15 Days

Comp Plan Amendment

EDA Recommendation

Planning Commission Recommendation

City Council Approval

Adjacent Review

Met Council Approval

60-120 Days

Tim Gladhill

From: Tina Goodroad <Tina.Goodroad@bonestroo.com>
Sent: Thursday, September 22, 2011 2:56 PM
To: Tim Gladhill
Subject: FW: Ramsey retail study
Attachments: image001.jpg

Here is the estimate.

Tina Goodroad

Associate
Direct 651-967-4537
Cell 651-253-6509
tina.goodroad@bonestroo.com



Bonestroo has joined Stantec, a professional services consulting firm recognized for its leadership in sustainability, depth and diversity of talent, and technical expertise.

From: Jay Demma
Sent: Thursday, September 22, 2011 8:33 AM
To: Tina Goodroad
Subject: Ramsey retail study

Tina,

I looked through McComb's 2003 report and here's what I think needs to be done to update the research so that we can confidently supply the charrette participants with a good sense of what is possible in the study area:

- 1) Redefine the Trade Area to account for the impact of Ramsey Town Center and changes/additions at other competitive retail districts.
- 2) Reassess the demographic and employment situation within the redefined Trade Area taking into consideration the 2010 Census as well as likely changes to forecasted growth given the impact of the Recession and changing residential construction trends. Data to be collected and analyzed would include:
 - a. Population
 - b. Households
 - c. Household incomes
 - d. Number of jobs by wages
- 3) Recalculate purchasing power within the redefined Trade Area
- 4) Adjust market share percentages and Trade Area sales from the 2003 report (page 36) to reflect a redefined Trade Area and changes in the competitive environment.
- 5) Recalculate sales potential and future development potential within the study area.

Estimated cost for the above tasks would be \$7,500. The findings would be summarized in a brief memo with a map showing the new Trade Area. If a detailed memo or report is desired this would be an additional \$3,000.

Jay Demma

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jay.demma@bonestroo.com



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Bonestroo has joined Stantec, a professional services consulting firm recognized for its leadership in sustainability, depth and diversity of talent, and technical expertise.

CC Work Session

2. 4.

Meeting Date: 10/25/2011

By: Mark Riverblood, Engineering/Public Works

Title:

Acknowledge Elmcrest Park's Building as Local Match for Minnesota DNR Trail Grant Application Along T. H. #47

Background:

In the early spring of 2011 City Council authorized by resolution, the application of several trail grants, one of which was a Minnesota Department of Natural Resources (DNR) Trail grant from Central park, south to Alpine Drive and another for a trail along T. H. #47 from the Trott Brook Cemetery (the Fox Park neighborhood), south to connect to Elmcrest Park.

Staff submitted both grants to the DNR before the March 31 deadline. Thereafter, the State of Minnesota budget issues continued to play out - culminating in a 'shut down' of government. The resultant biannual budget that was agreed to included a formulaic local match change for the trail grant program; resulting in the DNR calling for a re-submittal of the grant applications, which are now due before October 31, 2011.

Observations:

In preparing the the \$100,000 trail grant application, staff has included an improvement that was identified in the 2011 Parks Capital Improvement Plan (CIP), and is proposed by staff and the Park and Recreation Commission for Council consideration again for 2012 - which is the park building for Elmcrest Park.

The reason for this is multi-fold and includes the following (no order):

- Persons that are familiar with regard to longer distance trail users (like trail grant application reviewers) know that services like restrooms, drinking fountains are valuable to people - and therefore an application with the proposed park building with restrooms should be viewed favorably by the DNR.
- The project has been a present-year project within the CIP for several years.
- Having an application that has a higher local match to the \$100,000 in DNR money should also score better.
- Elmcrest Park serves as a trail head for snowmobiler's in the winter, and restrooms are also of value to these park patrons as well.
- Northern Lights Soccer has now committed to BOTH performing the interior daily building maintenance AND a modest cash contribution for the building's construction.

Staff does feel that this trail along the busy highway with minimal shoulders would be a valuable addition to the city for many reasons - including providing residential biking and walking connections to the commercial node at 167th Avenue. Additionally, increasing the parks usability to the youth athletic association for tournaments also brings more sales opportunity for existing and future business at 167th Ave and T. H. #47 (as well as strengthening this same area for proposed residential land use).

The total project cost estimate is approximately \$988, 000, (about \$140,000 less if the wetland north of 167th Ave on the west side of T.H. #47 can be filled, rather than the construction of a boardwalk).

As the grants are due next week, City Council is asked to acknowledge by consensus whether or not to include Elmcrest Park building within the grant application or rewrite it out the of the proposed project. Because of the many synergistic layers to the trail, park building and commercial node development opportunities - staff recommends including the building in the grant application, and moving forward with planning for the building.

Northern Lights Soccer made a presentation to the Park and Recreation Commission earlier this month on the need

for Elmcrest Park's building and has been notified that this trail grant opportunity, including the discussion of the park building will be discussed at this work session. It is anticipated that a NLS representative may be available for questions.

Attached is draft grant application, together with the proposed trail location map.

Funding Source:

This work session topic report does not require funding - however acknowledging that if a trail grant application is made to the Minnesota DNR includes reference to a building for Elmcrest Park, there is an expectation that the city would move forward accordingly, *if awarded* the grant. The trail grant award can also be rejected.

The funding would come from a combination of city Trail Fees, the Park Trust Fund, and Northern Lights Soccer (for a portion of the building's construction and operation).

Council Action:

Based upon discussion, by consensus, acknowledge that staff will apply for grant funding for a significant trail along T. H. #47 - with or without a park building at Elmcrest Park as part of a local match.

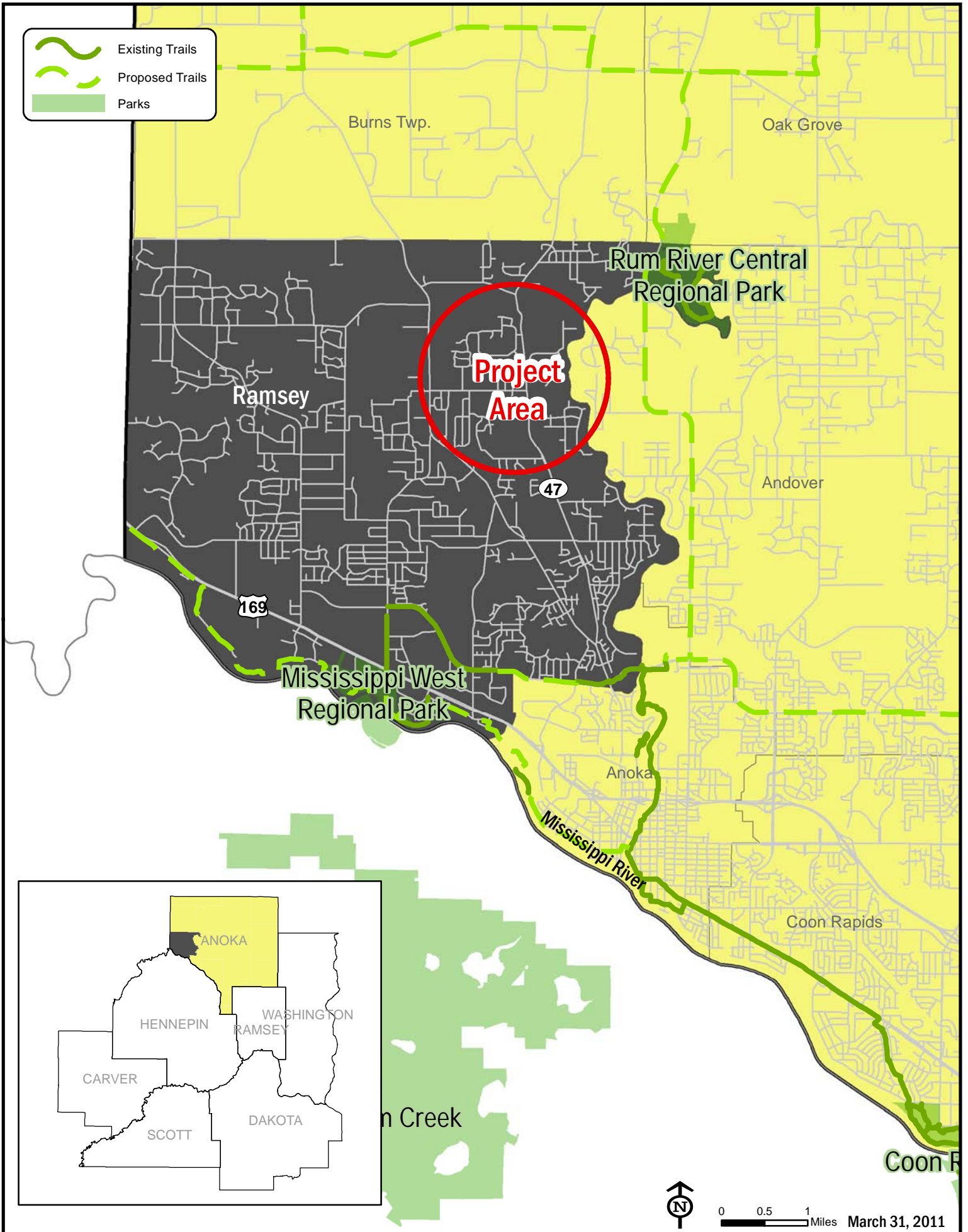
Attachments

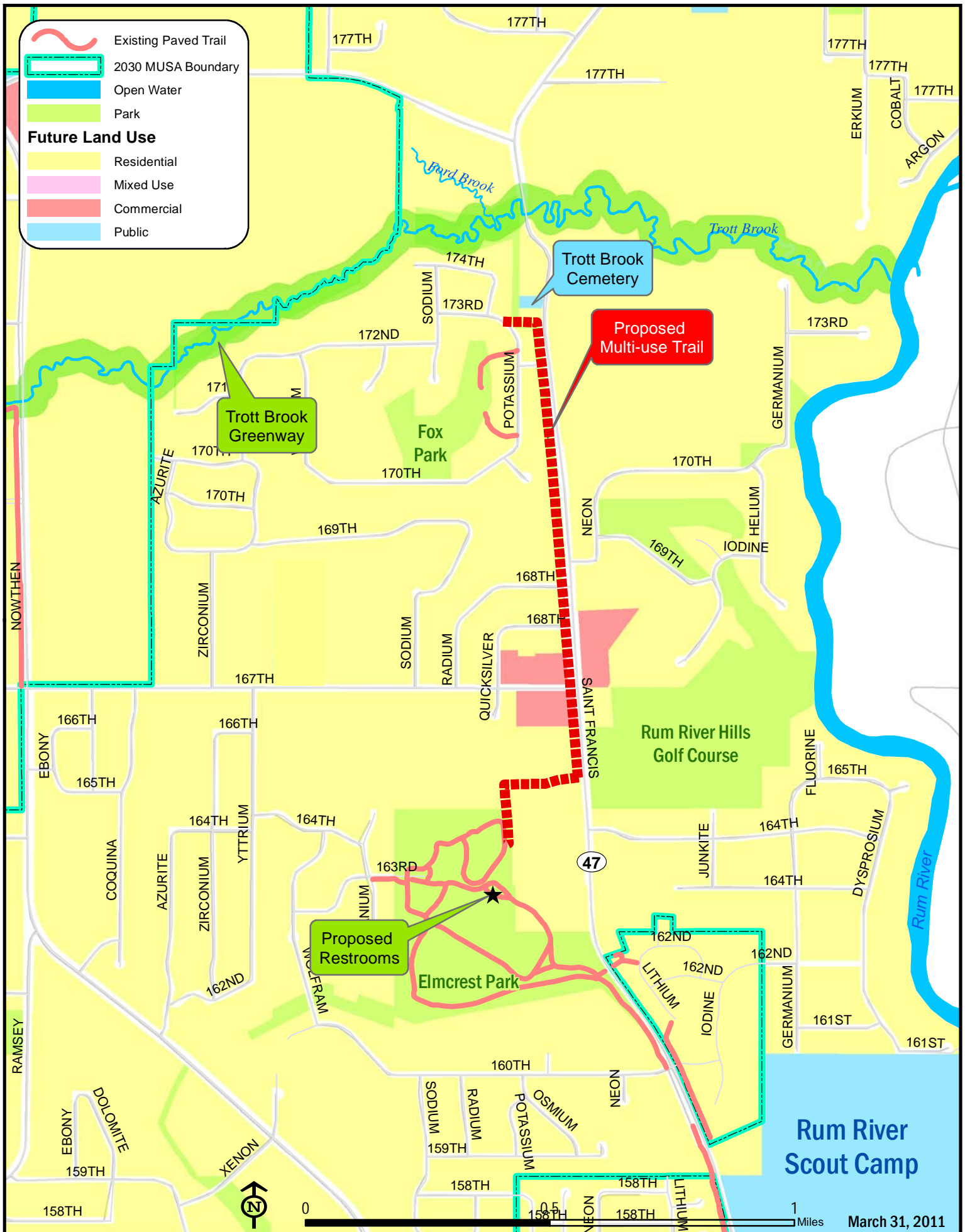
project exhibits

draft trail grant app

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Jo Thieling	10/20/2011 08:54 AM
Brian Olson	Brian Olson	10/20/2011 08:59 AM
Kurt Ulrich	Kurt Ulrich	10/20/2011 01:24 PM
Form Started By: Mark Riverblood		Started On: 10/19/2011 02:07 PM
Final Approval Date: 10/20/2011		





Trott Brook to Elmcrest Park Trail

Site Map



LOCAL TRAIL CONNECTIONS PROGRAM

2011 APPLICATION



Before completing this application read the program manual that contains instructions on completing this form.

Type all responses within the boxes associated with each question.

Handwritten applications will not be accepted.

DO NOT change the format of this document.

GENERAL CONTACT INFORMATION:

1.	Grant Applicant (Unit of Government required):	City of Ramsey
2.	Contact Person:	Mark Riverblood
3.	Contact Title:	Parks Supervisor
4.	Mailing Address:	
	Building Name (if applicable):	
	Street:	7550 Sunwood Drive NW
	City, State Zip:	Ramsey, MN 55303
5.	Daytime Phone:	763-238-1733
6.	Fax Number:	763-427-5543
7.	E-mail Address:	mriverblood@ci.ramsey.mn.us
8.	Website (if available):	www.ci.ramsey.mn.us

TRAIL CLUB OR ORGANIZATION/PROJECT PARTNER (If applicable):

9.	Contact Person and Title:	
10.	Organization/Club Name:	
11.	Mailing Address	
	Building Name (if applicable):	
	Street:	
	City, State Zip:	
12.	Daytime Phone:	
13.	Fax Number:	
14.	E-mail Address:	
15.	Website (if available):	

LOCATION OF PROJECT:

16.	County Project is located in:	Anoka
17.	State Legislative (House) District:	48B
18.	Legislative House Representative:	Jim Abeler
19.	State Senate Representative:	Mike Jungbauer
20.	Congressional District:	6
21.	Congressional Representative:	Michele Bachmann

GENERAL PROJECT INFORMATION:

22.	Project Title:	Trott Brook Greenway to Elmcrest Park Trail		
23.	Total Project Cost:	\$988,090		
24.	Amount Requested:	\$100,000		
25.	Local Match:	\$888,090		
26.	Source of Local Match:	Trail Fund		
27.	Has the local match been secured? (mark one)	<input checked="" type="checkbox"/>	YES	<input type="checkbox"/> NO
28.	Will other non-local funds be used for this project? (mark one)	<input type="checkbox"/>	YES	<input checked="" type="checkbox"/> NO
	If yes, give amount:			
29.	What is the source of the non-local funds?			
30.	Have the non-local funds been secured? (mark one)	<input type="checkbox"/>	YES	<input type="checkbox"/> NO
31.	If this project has received federal funding through the Enhancements Program, please indicate which year your organization is programmed for construction? (<i>please include a copy of the award notification as attachment "G"</i>)		FFY:	
32.	If this project is for a new trail development, please indicate estimated length:	Feet (if less than ½ mile):	Miles:	1.3
33.	Below, indicate which primary and secondary recreation uses will directly benefit from the proposed project:			
	Primary Use	Secondary Use		
	<input checked="" type="checkbox"/>		Walking/Hiking	
	<input checked="" type="checkbox"/>		Bicycling	
			Mountain Bicycling	
			Horseback Riding	
			Cross-Country Skiing	
	<input checked="" type="checkbox"/>		In-Line Skating	
			Snowmobiling	
			ATV Riding	
			Off-Highway Motorcycling	
			4 X 4 Trucking	
	<input checked="" type="checkbox"/>		Other (specify):	Jogging/Running

QUALIFYING REQUIREMENTS

All applications must address each of the following five qualifying requirements.

Failure to provide information on each of the requirements will result in the disqualification of the application.

Please complete each section as outlined in the instructions.

34.	Project Description:
<p>The City of Ramsey is seeking funding assistance to construct a new 1.3 mile trail from Elmcrest Park in central Ramsey to the Trott Brook Greenway to the north, as well as to add restrooms at Elmcrest Park to provide a trail user amenity. The proposed trail will generally be located along the western side of MN Hwy 47/St. Francis Boulevard. This trail project is designed primarily as an off-road, multi-use trail on City-owned property along the western side of MN Hwy 47/St. Francis Boulevard.</p> <p>The City's Parks, Recreation & Open Space Plan is based upon the National Recreation and Park Association Standards, which calls for trails to be located so that they connect important community features. This proposed trail is a critical north-south trail connection for the eastern portion of the community that will enable connections to Elmcrest Park, the Trott Brook Greenway, Rivers Bend Park (community park), Fox Park, Ramsey Elementary School, Rum River Boy Scout Camp, and commercial nodes along MN Hwy 47/St. Francis Boulevard. At this time there are no other complete north-south trails in the community.</p> <p>The proposed project will also add much needed restroom facilities at Elmcrest Park. As the only large park along Highway 47, Elmcrest Park is poised to become an important trailhead for the City's overall park and trail system. (Presently the parking area is utilized as a trailhead for snowmobilers.) Currently the park has soccer fields that are used by the Northern Lights Soccer (NLS) Club weekly for their 38 teams (approximately 1,300 kids) in the spring and fall. The next phase of the park's improvement would be the installation of a playground and restroom facilities.</p>	

35.	Costs Associated with the Project:												
<p>The construction of the trail identified as part of this grant will cost \$988,090. The City's match will be provided through the City's Trail Fund. These funds will be budgeted for in 2011 and available in 2012. The projected breakdown of costs include:</p> <table><tr><td style="padding-left: 40px;">Mobilization and Surveying</td><td style="text-align: right;">\$ 46,300</td></tr><tr><td style="padding-left: 40px;">Clearing and Grubbing</td><td style="text-align: right;">\$ 2,250</td></tr><tr><td style="padding-left: 40px;">Earthwork</td><td style="text-align: right;">\$ 86,450</td></tr><tr><td style="padding-left: 40px;">Retaining Walls</td><td style="text-align: right;">\$ 45,000</td></tr><tr><td style="padding-left: 40px;">Utilities</td><td style="text-align: right;">\$ 6,000</td></tr><tr><td style="padding-left: 40px;">Trail Construction</td><td style="text-align: right;">\$ 166,200</td></tr></table>		Mobilization and Surveying	\$ 46,300	Clearing and Grubbing	\$ 2,250	Earthwork	\$ 86,450	Retaining Walls	\$ 45,000	Utilities	\$ 6,000	Trail Construction	\$ 166,200
Mobilization and Surveying	\$ 46,300												
Clearing and Grubbing	\$ 2,250												
Earthwork	\$ 86,450												
Retaining Walls	\$ 45,000												
Utilities	\$ 6,000												
Trail Construction	\$ 166,200												

Signage	\$ 7,200
Restoration and Landscaping	\$ 4,000
Contingency	\$ 54,690
Boardwalk (if needed)	\$ 140,000
Building with Restrooms	\$ 430,000
Total	\$ 988,090

It is estimated that the five year operations and maintenance costs for this project will be \$6,700 a year. Day-to-day operational needs include litter and graffiti removal and trail surface cleaning (snow and debris). Long-term maintenance costs will include seal coating, crack filing and resurfacing. The funds for operations and maintenance costs will be from the City's Park Maintenance Fund 452. The restroom facility to be constructed as part of this project will be maintained in collaboration between the City and Northern Lights Soccer.

36. Project Timeline:
<ul style="list-style-type: none"> • Detail design and engineering — Winter 2012 • Clearing and site preparation — Summer 2012 • Trail construction — Fall 2012/Spring 2013 • Landscaping and restoration — Spring 2013 • Open for public use — Spring 2013

37. Project Readiness:
<p>This project can be undertaken as soon as funding is secured. The trail and restroom facilities were identified on the City's Park & Trail Plan, which was adopted as part of the updated 2030 Comprehensive Plan. Preliminary engineering was completed to determine the preferred trail alignment along the western side of MN Hwy 47/St. Francis Boulevard. No land acquisition is necessary since the trail will generally be constructed within the public road right-of-way and the restrooms will be constructed within Elmcrest Park. Depending on final design, a small trail easement may be needed over a retail center's property at the southwestern corner of 167th Avenue and MN Hwy 47/St. Francis Boulevard; (but is not critical for construction). As demonstrated by the attached letter of support, the Minnesota Department of Transportation has preliminarily approved the proposed alignment and use of the right-of-way with a notation that a limited use permit will be required for the project. No additional approvals are needed for the construction of this trail project. Detailed design and engineering will begin this winter in order that clearing and site preparation can occur in Summer 2012. Trail construction would occur over two construction seasons – Fall 2012 and Spring 2013 – with landscaping and restoration work completed in Spring 2013. It is anticipated that the trail will be open for public use in Spring 2013.</p>

38. Year Round Trail Usage:

The City of Ramsey maintains its loop trail system and its other most popular trails for year-round usage by walkers, runners/joggers, bicyclists, and inline skaters. During the spring, summer and fall, routine maintenance and cleaning is performed to ensure safety. In the winter, trails are plowed to allow users a safe surface for their chosen mode of transportation. Depending on weather conditions, plowing of trails usually begins as soon as practicable after completion of the streets. Since this trail would be part of the City's loop trail system, the City would maintain it for year-round usage.

EVALUATION CRITERIA

All applicants must address each of the following seven evaluation criteria that are listed, and in the order that they are presented below. *Failure to provide information on each of the criterion will result in the disqualification of the application.*

39. Site and Project Quality:

The proposed Trott Brook Greenway to Elmcrest Park Trail along MN Hwy 47/St. Francis Boulevard will provide a primarily off-road multi-use trail on the western side of this busy state highway. Two short segments of the trail will use existing roadways and be designed as on-road segments:

- at the trail's southern end (less than ¼ mile) on Quicksilver Street, which is also the entry road into Elmcrest Park. A paved trail is not included in this project because this area is anticipated to be a part of a development project in the short-term. When development occurs, a new paved road and separate multi-use trail will be constructed.
- at the trail's mid-section, where Quicksilver Street briefly runs adjacent to MN Hwy 47/St. Francis Boulevard (approx. 450 ft.). An on-road segment has been chosen due to the limited space available in the right-of-way between the two roads and because this is such as low-volume road that on-road striping is a more economical use of limited trail funding.

The costs for striping and signing these roadways has not been included as part of the proposed project budget but will be completed with other city funds.

The preferred trail alignment would cross one wetland area utilizing an environmentally-sensitive boardwalk to be constructed over the wetland. However, if impacts to the wetland remain a concern and/or construction of the boardwalk is too costly, an alternative trail alignment is possible by shifting the trail a bit closer to the roadway.

Existing traffic volumes on MN Hwy 47/St. Francis Boulevard is estimated at almost 15,000 average annual daily traffic (AADT). Providing a trail that is separated from this busy highway for non-motorized transportation modes will ensure a safe and convenient trail that is a critical connection between several important community destinations, including Elmcrest Park, the Trott Brook Greenway, Rivers Bend Park (community park), Fox Park, Ramsey Elementary

School, Rum River Boy Scout Camp, and commercial nodes along MN Hwy 47/St. Francis Boulevard – in addition to the historic Trott Brook Cemetery at the north end of this project. This proposed trail segment will also provide a critical connection needed to create a loop trail system in the eastern portion of the community as part of the larger, planned city-wide loop trail system.

The installation of restrooms at Elmcrest Park will provide an amenity for trail users. At over 100 acres, Elmcrest Park is the only large park along Hwy 47 and is located about halfway between Hwy 10 and the proposed Trott Brook Greenway. Elmcrest Park already has a parking lot so it can serve as a trailhead for the City’s proposed loop system.

40. Accessibility:

The City is committed to providing for accessibility for users of all ages and abilities consistent with the Americans with Disabilities Act (ADA). This trail will be designed in accordance with ADA guidelines and the MN/DOT Bicycle Facility Design Manual.

41. Public Need for and Benefit of Project:

The City of Ramsey has a goal of developing a system of safe trails throughout the community as part of its Parks, Recreation & Open Space Plan. This plan is a chapter of the City’s 2030 Comprehensive Plan, which was recently updated and adopted by the City Council. The City has placed a priority on providing a loop trail system that knits all of its parks and natural resource areas together, while providing a desirable recreational resource unto itself for walkers, joggers/runners, bicyclists, and inline skaters. As traffic levels increase within urban areas, trail development is a significant element of park planning as a means of providing safe and convenient connections between residential areas and places to work, shop, and recreate. Since MN Hwy 47/St. Francis Boulevard is the primary north-south arterial roadway in the eastern portion of the community and, likewise, the primary planned north-south trail route, this trail segment is a critical need for enabling walkers, joggers/runners, bicyclists, and inline skaters safe access to the community’s loop trail system and nearby community destinations, including Elmcrest Park, Rivers Bend Park (community park), Fox Park, Ramsey Elementary School, Rum River Boy Scout Camp, and commercial nodes along MN Hwy 47/St. Francis Boulevard.

The proposed Trott Brook Greenway to Elmcrest Park Trail along MN Hwy 47/St. Francis Boulevard fills in a critical gap in the community’s loop trail system and provides a much safer option for non-motorized travel along this busy State highway. Currently trail users must travel along the very narrow shoulder of MN Hwy 47/St. Francis Boulevard. With an annual average daily traffic (AADT) volume of almost 15,000 vehicles, non-motorized travel along this corridor will continue to be intimidating and dangerous. The proposed trail will eliminate these safety concerns, as well as provide the north-south connectivity the community is currently lacking in its loop trail system.

The proposed trail will connect directly to Elmcrest Park, which is a community park with soccer

fields. Restroom facilities are proposed to be added as part of this project to serve as an amenity for trail users and park patrons. Elmcrest Park is currently used by the Northern Lights Soccer (NLS) Club on a weekly basis in the spring and summer for its 38 teams, approximately 1,300 children. In addition, for the last four years, the NLS has hosted a three-day soccer tournament in July that brings several thousand visitors to Ramsey.

This trail will also contribute to another of the City's top priorities, which is to provide connectivity between local parks, regional parks, and the Trott Brook Greenway. Ultimately, this trail segment is a critical piece in linking the City's loop trail system to the Rum River Central Park, which is a regional park in the northeast corner of the community. When this trail project is completed and opened to public use in Spring 2013, it will connect to the County Road 47/St. Francis Boulevard trail south of Elmcrest Park, which connects to several important community features in the southern portion of the community, including the high school, library and the city of Anoka and Regional Trail system.

42. Community Commitment to Trail Use:

The City's Master Park & Trail Plan identifies the importance of providing facilities and amenities to support trail users, which include amenities throughout the park and trail system like the drinking fountain and mister presently within Elmcrest Park.

Every June, the City of Ramsey sponsors a two-day, daytime Kids Safety Camp for 180 second and third graders (2010-11 school year). The goal of safety camp is to teach children how to prevent themselves from becoming victims of unintentional injuries such as when they are on bicycles. The Safety Camp is held at the 160 acre Boy Scout Camp, which is also along MN Hwy 47/St. Francis Boulevard and served by a trail along the highway immediately south of Elmcrest Park.

Additionally, the Ramsey Police Department and Safe Kids Anoka County also facilitate bike helmet sales and fittings for both kids and adults. They are also happy to fit helmets that residents already own, at no charge. Each September, the City of Ramsey facilitates the 15K Family Bike Tour for residents to explore the many parks and trails that Ramsey has to offer in a safe and fun environment. Participants are led by tour leaders and Ramsey Police Officers as they make their way from stop to stop on a clearly marked path through Ramsey.

43. Impact on Adjoining Landowners in the Vicinity of the Project:

The proposed trail will be constructed primarily on City-owned land and public road right-of-way. Most of the existing and planned land uses in this area of MN Hwy 47/St. Francis Boulevard are residential with the exception of the corner of 167th Avenue & MN Hwy 47/St. Francis Boulevard, which is commercial. Landowners who seek to use the City's loop trail system will now have a means of safely and easily accessing it. Landowners will also see a reduction in the number of conflicts between motorized and non-motorized transportation with the construction of a separated trail which moves users off of the road shoulder and prevents the

need for crossing the busy State highway. The small retail node at the intersection of 167th Avenue and MN Hwy 47/St. Francis Boulevard will also benefit from the ability of residents from surrounding neighborhoods to reach their stores via non-motorized transportation. In addition, as the entire loop system is created, the retail center will benefit from trail users who use Elmcrest Park as a trailhead.

For adjoining landowners who do not value improved trail access, the proposed trail will not likely have much impact. The trail will be constructed almost entirely on City-owned land and public road right-of-way. Since most of the adjoining residential properties do not actually front onto MN Hwy 47/St. Francis Boulevard, the proposed trail will only cross a couple of private driveways.

44. Attention to the Potential Environmental Impact of the Project and Efforts to Avoid or Mitigate Adverse Effects:

The City of Ramsey's 2030 Comprehensive Plan, which was recently updated, includes an Environmental Protection/Resource Management Chapter. In 2007, the City completed a Natural Resources Inventory (NRI) that collected and evaluated information on the community's natural resources, as well as identifying potential strategies for protecting these natural resources. This proposed trail may cross one wetland area utilizing an environmentally-sensitive boardwalk to be constructed over the wetland. However, if impacts to the wetland remain a concern and/or construction of the boardwalk is too costly, an alternative trail alignment is possible by shifting the trail closer to the roadway. Overall trail design will be carefully considered in conjunction with the Anoka County Transportation Department and the Lower Rum River Watershed Management Organization. The City's Environmental Protection/Resource Management Chapter specifically identifies as one of its policies that the use and protection of native species for private and public development should be promoted by the City. Trail construction will include landscaping that incorporates plants native to Minnesota. Erosion control best practices will be used to minimize any impacts on nearby wetlands.

45. Connectivity:

The construction of this proposed Trott Brook Greenway to Elmcrest Park Trail along MN Hwy 47/St. Francis Boulevard will complete a trail connection between Elmcrest Park and existing trails to the south and Trott Brook Greenway to the north. This trail will provide a critical non-motorized connection to important community destinations to the south, including the Elmcrest Park, Rivers Bend Park (community park), Fox Park, Ramsey Elementary School, Rum River Boy Scout Camp, and commercial nodes along MN Hwy 47/St. Francis Boulevard. To the north, this trail will provide a critical non-motorized connection to the Trott Brook Greenway, which is a natural greenway corridor that spans east-west across the entire community. This greenway includes significant tracts of public land and conservation and trail easements that were acquired utilizing LCCMR funds, and includes existing trail segments and over 1,200' feet of boardwalk. Ultimately, this trail segment is a critical piece in linking the City's loop trail system to the Rum River Central Park, which is a Metropolitan Council designated regional park in the northeast

corner of the community. Consistent with the community's goal to create a loop trail system throughout the community, this proposed trail is a critical connection for creating a loop trail in the eastern portion of the community as part of the planned city-wide loop trail system.

ATTACHMENT CHECKLIST

Required Attachments (All attachments MUST be 8 ½ by 11 ONLY)	
X	Attachment A – Required Certifications
X	Attachment B – Resolution Supporting Application
X	Attachment C – Letters of Support
X	Attachment D – Project Location Map (8 ½ X 11 ONLY)
X	Attachment E – Site Level Map (8 ½ X 11 ONLY)
Additional Attachments (if applicable)	
NA	Attachment F – Transportation Enhancement Award Letter
X	Attachment G – Photos from Trott Brook Greenway and Elmcrest Park

APPLICATION DUE DATE: Received or postmarked by Thursday, March 31, 2011.

Send 6 copies of the application with attachments to the following address:

Traci Vibo, Grant Coordinator
 Department of Natural Resources
 Division of Parks and Trails
 500 Lafayette Road, Box 52
 St. Paul, MN 55155-4052
 Phone: (651) 259-5619

CC Work Session

2. 5.

Meeting Date: 10/25/2011

By: Jo Thieling, Administrative Services

Title:

Discuss Police Services Proposal Response to City of Nowthen

Background:

The City of Ramsey has been asked to make a proposal for police coverage in the City of Nowthen. Attached is the proposal that was made to the City of Nowthen in 2009 for 8 hour per day coverage. This proposal would be updated and presented for the most recent request. Also attached is the Anoka County Sheriff's proposal that was provided to the City of Nowthen for a 2012 start.

Funding Source:

See attached proposal

Council Action:

Staff is looking for direction before the proposal is submitted to the City of Nowthen.

Attachments

Ramsey Proposal

AC Proposal

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/20/2011 09:48 AM
Form Started By: Jo Thieling		Started On: 10/19/2011 10:06 AM
		Final Approval Date: 10/20/2011

Police Contract Proposal

5 Year Contract

City of Ramsey serving City of Nowthen

8 hrs / day = 365 days per Year

**Under this proposal, 2009 fees would include a dedicated contract car starting Sept 1, 2009
 It also includes the hiring of 2 entry level police officers and a 3 month training program (June-Aug)
 * It includes 24 hr response to calls for service in Nowthen starting June 1, 2009**

Sec *	Itemized Descriptions	2009	2010	2011 * add 3%	2012 * add 3%	2013 * add 3%
A	Personnel Costs Payroll costs associated with 1.68 officers, clerical & admin services <i>includes full benefits, insurance, work comp. Response outside of contract</i>	\$138,122	\$243,046	\$249,385	\$256,242	\$263,329
B	Personnel Related Costs Initial hiring costs, annual costs for uniforms & annual training	\$10,140	\$3,460	\$3,885	\$3,910	\$3,960
C	Supplies & Services County Records System Fees, Misc Office & Operating Supplies	\$1,303	\$3,350	\$3,398	\$3,592	\$3,718
D	Vehicle Fixed Costs Capitol Costs for Lease to Own Squad Car & Equipment & replacement Includes Used Squad (2009-2010); New Squad (2011); backup squad <i>(fixed costs for Squad car and Equipment - invoiced as a fixed rate)</i>	\$10,250	\$10,169	\$32,070	\$7,720	\$6,720
TOTAL FIXED CONTRACT FEE:		\$159,815	\$260,025	\$288,738	\$271,464	\$277,728
E	Vehicle Maint Costs Gasoline, Routine Maint Costs for Parts/Labor (Estimated) <i>(Gas/Maint costs will be invoiced to Nowthen only as they occur) (Costs are estimates based upon current fleet maint records/mileage of squad)</i>	\$10,256	\$18,454	\$18,975	\$19,558	\$20,090
TOTAL CONTRACT FEE		\$170,071	\$278,479	\$307,714	\$291,022	\$297,817

With Estimated Vehicle Maint Costs Added

*** See attached pages for detailed line items descriptions**

*includes new squad 2011

Police Contract Proposal

City of Ramsey serving City of Nowthen

A PERSONNEL SERVICES	Itemized Descriptions	2009	2010	2011 * add 3%	2012 * add 3%	2013 * add 3%
2009 Officer Wages-New/Training June-Aug 2009	2009 - Wages for 1.68 "New" officers at "entry level wages" during the 3 month Field Training program (June-Aug 2009) (1) Officer figured with family insurance (1) Officer w/ single coverage		\$0	\$0	\$0	\$0
	<i>New officer w/family: 21 shifts/mo x 8.5 hrs=178.5 hrs/mo x \$30.37/hr = \$ 5,421 mo x 3 mo</i>	\$16,263	\$0	\$0	\$0	\$0
	<i>New officer w/single: 21 shifts/mo x 8.5 hrs=178.5 hrs/mo x \$27.25/hr = \$ 4,864/mox 3 mo</i>	\$14,592	\$0	\$0	\$0	\$0
2009-2013 Officer Wages for 8.5 hr Contract Car Coverage Sept-Dec 2009	1.68 Officers with full benefits, health insurance, work comp etc <i>8.5 hr coverage/day x 365 days/year \$ 129,064 *extra .5 hrs/day over ACSO includes Shift Relief Coverage- 70 days/year x 8.5 hrs x OT rate \$ 32,849</i> 2009 - Contact Car Coverage is from Sept 1-Dec 30, 2009	\$53,971	\$161,913	\$166,770	\$171,774	\$176,927
OT Wages for Court /Standy-By OT Wages for Court /Standy-By Premium Holiday Pay	Overtime costs for Court & related (Avg \$ 5,500/officer x 1.68) Additional Court Costs - for coverage June 1-Sept 30, 2009 12 Holidays/Year in Nowthen X 4.25 hrs straight pay x \$ 41.60/hr	\$3,080 \$1,500 \$1,200	\$9,240 \$0 \$2,661	\$9,517 \$0 \$2,741	\$9,803 \$0 \$2,823	\$10,097 \$0 \$2,908
FTO Costs - First Year Only	Costs to cover Field Training Officer pay increases during recruit training- 3 months (\$ 1,071/officer trained x 2 recruits)	\$2,142	\$0	\$0	\$0	\$0
Clerical Wages	Increase hours of PT Police Techs by 4 hrs/week (Total-\$ 4,328) Pays 10% of Tech 1 (\$5,700) and 10% Office Manager (\$7,900) time	\$5,967	\$17,900	\$18,437	\$18,990	\$19,560
Administration costs	Pays 10% of Captain's wage to oversee Nowthen Contract operations, personnel issues, scheduling, community policing, attendance at Council and other meetings; preparation of monthly reports.	\$4,667	\$14,000	\$14,420	\$14,853	\$15,298
Hiring Process/Background Staff Time	Staff time of Human Resources / City Admin and police dept personnel to c conduct hiring process & retention of patrol officers and to oversee annual human resouces/work comp/ FMLA/Liability insurance issues.	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Investigation Fees	Dedicated Investigator time for complex cases-based on calls for service; Estm @ 14 cases per year varying hours req. 10% of investigator time. includes investigator wages for investigations, complaint signings etc.	\$6,000	\$18,000	\$18,000	\$18,000	\$18,000
Outside of Contract Response June 1-Sept 1, 2009	24 hr response to calls for service from June 1-Aug 30, 2009 while new officers are in training; pays existing officers coverage of Nowthen 1,400 calls for service divided by 12 mo is 116 calls per month 116 calls x 3 mo (Sept-Dec) = 348 calls x 30 min ea divided by 60 min 174 hours x \$ 41.60/hr = \$ 7,238 Required Back up: Estm 30% of calls for service require 2 officer response (104 calls x 30 min divided by 60 min = 52 hrs x \$ 41.60 = \$ 2,171	\$9,409				

* CONTINUED ON NEXT PAGE

Police Contract Proposal

City of Ramsey serving City of Nowthen

CONTINUED - PERSONNEL SERVICES

<p>Outside of Contract Response Sept 1-Dec 30, 2009 January 2010-2013</p>	<p>Response to calls for service outside contract -Sept 1-Dec 30, 2009 2010- 16 hr Ramsey Police response to calls outside of 8.5 hr contract <i>Estm 38% calls occur outside of the contract hours (546 calls)</i> 546 calls x 30 min divided by 60 min x \$ 41.60/hr - \$ 11,356 Required Back up: Estm 30% of calls for service require 2 officer response (431 calls) 431 calls X 20 min divided by 60 min x \$ 41.60 \$ 5,976</p>	<p>\$17,332</p>	<p>\$17,332</p>	<p>\$17,500</p>	<p>\$18,000</p>	<p>\$18,540</p>
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TOTAL PERSONNEL COSTS:	2009	2010	2011	2012	2013
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REVISION	<p>REVISION - TOTALS SHOULD BE: \$138,122 \$243,046 \$249,385 \$256,242 \$263,329</p>
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*Error made on Exel spreadsheet - left out "Outside of Contract Response"
 Total Personnel Costs COLUMN TOTAL did NOT include above line
 entitled "Outside of Contract Response - January 2010-2013".
 2009 column total was correct, 2010-2013 was wrong.
 FIGURES SHOWN HERE ARE CORRECT*

Police Contract Proposal

City of Ramsey serving City of Nowthen

B PERSONNEL RELATED FEES		Itemized Descriptions	2009	2010	2011	2012	2013
6305	Medical/Psychological Fees	\$ 300 psych/\$400 med/\$100 shots per officer - ONE TIME FEE	\$1,400	\$0	\$0	\$0	\$0
6231	Uniforms and Turnout Gear	Initial Uniform issuance @ \$2,775/officer *	\$5,550	\$400	\$800	\$800	\$800
		Lease to own- 5yr - (2) Handguns, (2) Police Radios and (2) Tasers \$ 4,150 divided by 5 years = \$ 830/year/officer	\$1,660	\$1,660	\$1,660	\$1,660	\$1,660
6451	Dues/POST Licenses	Post board licenses every 3 years;MPPOA;Legal Defense Fund	\$180	\$90	\$90	\$90	\$90
6335	Training	Post mandated and other Training costs \$500/officer/year	\$800	\$1,000	\$1,000	\$1,000	\$1,000
6207	Training Supplies	Taser cartridges; simunition rounds	\$50	\$50	\$50	\$50	\$50
6235	Ammunition	Ammo for 2 officers-duty/training/initial qualify/annual qualifications	\$500	\$200	\$225	\$250	\$300
6331	Travel-Lodging& Food	Reimbursements for food, lodging, mileage for training	\$0	\$60	\$60	\$60	\$60
TOTAL PERSONNEL RELATED FEES:			\$10,140	\$3,460	\$3,885	\$3,910	\$3,960

C SUPPLIES & SERVICES		Itemized Descriptions	2009	2010	2011	2012	2013
6415	Anoka County Records System	Required participation in Anoka Co Central Records System <i>Based upon prev years Calls for Service - Nowthen 2009 share \$ 1,600 2009 - Prorated at 7 months (June-Dec)</i>	\$933	\$1,600	\$1,648	\$1,697	\$1,748
6204	Stationary/Envelopes/Forms	Printing of extra forms, documents,envelopes, busn cards, etc	\$120	\$200	\$200	\$225	\$240
6208	Misc Office Supplies	Paper, Pens, Folders, Printer Cartridges, Misc - 10% increase	\$100	\$450	\$450	\$470	\$480
6405	Copy Machine , AIS, Contracts	Increase in Metro Sales Copier/Network Printer Contracts & Paper-10%	\$0	\$450	\$450	\$470	\$480
6322	Postage	US Mail, Certified Mailings, UPS	\$100	\$100	\$100	\$120	\$130
6489	Other Contracted Services	printing and laminating of maps	\$0	\$100	\$100	\$120	\$130
6233	Batteries	flashlight, taser, camera & recorder batteries	\$0	\$100	\$100	\$120	\$130
6237	Crime Scene Materials	replacement supplies for crime scene kits	\$0	\$50	\$50	\$50	\$50
6239	First Aid Supplies	most included in lease of squad	\$0	\$100	\$100	\$120	\$130
6249	Misc Operating Supplies	misc items for squad and patrol operations in Nowthen	\$50	\$200	\$200	\$200	\$200
TOTAL SUPPLIES AND SERVICES:			\$1,303	\$3,350	\$3,398	\$3,592	\$3,718

Police Contract Proposal

City of Ramsey serving City of Nowthen

D	SQUAD CAR FIXED EXPENSES	Itemized Descriptions	2009	2010	2011	2012	2013
		<i>(Discussion- Nowthen buys new squad in 2009 or 2010 - effects prices/maint)</i>					
6550	Motor Vehicle Capital	Lease to Own Used Squad Car 2009-2010; New Squad Car in 2011	\$3,500	\$3,599	\$25,500	\$0	\$0
	<i>* backup contract squad included</i>	Lease to own Emergency Equipment in (\$20,000 over 5 years) *	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
	<i>*snowstorms-use Nowthen grass rig?</i>	New Laptop and software licenses (replace 3yrs)	\$1,000	\$0	\$0	\$1,000	\$0
		<i>Discussion - *Rifle ,pbt, camera, stopsticks, defib, helmets/plates</i>					
6361	General Liability/Auto Insurance	Insurance on (1) squad \$400/year * depends on ownership	\$400	\$400	\$400	\$500	\$500
		<i>* does not include deductibles - cannot estimate</i>					
6323	Cellular Phones	1 cell phone assigned to squad @ \$ 25/mo	\$100	\$300	\$300	\$325	\$325
6415	Other Equipment - Fees	\$ 50/mo Verizon modem- 1 squad	\$250	\$600	\$600	\$600	\$600
		Radio Maint Agreement -\$2.95/mo/HT radio; \$4.15/mo/mobile radio	\$0	\$120	\$120	\$120	\$120
		Metro ES radio user fees - \$ 25.00/radio/yr	\$0	\$75	\$75	\$75	\$75
		Annual calibration of radar units / service \$75.00	\$0	\$75	\$75	\$100	\$100
		TOTAL ACTUAL VEHICLE EXPENSES:	\$10,250	\$10,169	\$32,070	\$7,720	\$6,720
		<i>(Expenses billed monthly as ACTUAL costs versus estimated costs)</i>					

E	SQUAD CAR VARIABLE EXPENSES	Itemized Descriptions	2009	2010	2011	2012	2013
6223	Gasoline	Gas for Nowthen squad- 80 miles/shift *	\$2,336	\$7,008	\$7,218	\$7,435	\$7,658
	2009-4 months of Contract Coverage	Gasoline fees for other squads-backing 20 miles/day	\$584	\$1,752	\$1,805	\$1,859	\$1,914
	Sept 1-Dec 30	Gasoline fees for outside of contract response to calls - 30 miles/day	\$876	\$2,628	\$2,707	\$2,788	\$2,872
		Gasoline & maint fees for Investigator/Admin squads \$ 275/mo	\$1,100	\$3,300	\$3,399	\$3,501	\$3,606
6223	Gasoline	Gasoline costs for Squad Cars June 1-Sept 1, 2009	\$2,880	\$0	\$0	\$0	\$0
	June 1-Sept 1, 2009	24 hr response to calls; 100 miles per day					
		<i>* Gasoline figured Miles x 365 days divided 10mpg x \$ 2.40 / gallon</i>					
	Maintenance Costs on 1 Squad Car	<i>* 2009 - Nowthen would pay a base maint fees towards use of Ramsey fleet</i>					
6227	Routine Maint (Every 3,000 miles)	Oil, Lube, Filters, Grease & Full Inspection, belts, hoses, blades	\$70	\$415	\$425	\$435	\$440
		<i>(\$ 16 parts + 1.0 labor \$ 25.50/hr) 29,200 miles/year = 10 changes</i>					
6229	Shop Materials	Car wash soap, rags, misc mechanic supplies	\$0	\$60	\$62	\$64	\$66
6251	Batteries for Vehicles	1 replacement Ultima battery	\$0	\$180	\$190	\$190	\$190
6253	Brake Parts	2 brake jobs per year-PARTS- \$ 140 parts/time * rotors-other labor	\$0	\$280	\$280	\$290	\$290
6386	Brakes Repair - Labor	2 brake jobs per year-LABOR-3hr= \$ 76.50	\$0	\$153	\$160	\$160	\$170
6255	Tires	6 tires per year-replacement, no repairs-\$98 ea	\$100	\$600	\$600	\$625	\$625
6387	Tire mounting and balancing	6 tires per yr-labor by city mechanic 1 hr/tire	\$60	\$153	\$160	\$170	\$170
	Vehicle Alignments (out source)	\$ 75 per time * Increase in amount due to dirt roads in Nowthen 3x/yr	\$0	\$225	\$225	\$250	\$250
6257	Other Vehicle Parts	estimated repair parts on used squad	\$50	\$500	\$515	\$530	\$546
6388	Other Vehicle Repair - Labor	misc repairs by city mechanic plus any addtl outsource labor costs	\$200	\$1,000	\$1,030	\$1,061	\$1,093
6257	Other Vehicle Parts - Em Equip	other vehicle parts for Emergency equipment - replacements	0	200	200	\$200	\$200
	ADDITIONAL MAINT COSTS	Use of Ramsey Squads from June 1-Sept 1, 2009 - Flat Fee	\$2,000				
		TOTAL SQUAD CAR VARIABLE EXPENSES:	\$10,256	\$18,454	\$18,975	\$19,558	\$20,090
		<i>(Expenses are estimates-Nowthen will be billed actual costs as occur)</i>					

**City of Nowthen
Contract Costing Options Comparison**

Option A	Option A Cost	Option B	Option B Cost
<ul style="list-style-type: none"> ● Contract starts January 1, 2012 ● Contract is for eight hours per day seven days per week ● Includes startup vehicle and equipment costs ● Any Police state aide reimbursements to be applied in 2013 ● The City of Nowthen meets the 40% proactive minimum coverage guideline 	\$253,392	<ul style="list-style-type: none"> ● 1st Year of contract starts July 1, 2012 through December 31, 2012 ● Contract is for a two years ● The first year of the contract starts July 1st and is for eight hours per day seven days per week ● Does not include any startup vehicle and equipment costs – Use of a Sheriff’s Office and equipment used in 1st year ● Any Police state aide reimbursements to be applied in 2013 	\$105,511
<ul style="list-style-type: none"> ● Optional 2nd year contract for January 1, 2013 through December 31, 2013 ● The contract is for eight hours per day seven days per week ● Start-up costs eliminated - future replacement vehicle costs are collected at 1/3 cost of vehicle ● Police State aide reimbursement is applied in 2013 for previous full year of coverage 	\$212,792’ After estimated PSA \$203,216	<ul style="list-style-type: none"> ● 2nd Year of contract January 1, 2013 through December 31, 2013 ● The contract is for eight hours per day seven days per week ● Includes startup vehicle and equipment costs ● The City of Nowthen meets the 40% proactive minimum coverage for the full year ● Police State aide reimbursement is applied in 2013 for previous ½ year coverage 	\$253,392 After estimated PSA \$248,604

The estimate for 2013 was calculated using 2012 costs – the final rates for 2013 would be adjusted for any cost increases

I. PERSONNEL**A. Sworn Deputy Sheriff**

1.) 1.68 Deputies at \$5,316 /month	\$107,165
2.) 7 Overtime (Average hours/month per Deputy)	6,492

B. Benefits for Sworn Personnel

P.E.R.A. (Sworn)	16,366
Medicare	1,648
Severance Allowance	2,893
Unemployment Compensation	170
Life Insurance	71
Health Insurance	23,538
Dental Insurance	801
Long Term Disability Insurance	250
Worker's Compensation	1,716
Uniforms	1,596
<i>Total Benefits</i>	<i>49,051</i>

TOTAL PERSONNEL COSTS**\$162,707****II. VEHICLE**

A. Police Equipped Vehicles 1 Squads pro-rated after 1st year \$28,500

B. Maintenance Costs

1.) Vehicle	17,850
2.) Emergency & Communications Equip. & replc. fee	4,244
3.) Emergency Vehicle Equipment & replc. Fee	20,100 (incl. new equip)
4.) Insurance	2,700
5.) Cellular Telephone	1,020
<i>Total Maintenance Costs</i>	<i>45,914</i>

TOTAL VEHICLE COSTS**\$74,414****III. Administrative Costs**

Administrative, Clerical, Etc.

\$16,271**IV. TOTAL COST TO CONTRACTING MUNICIPALITY****\$253,392**

*Less Amount Received From State for Police State Aid

\$0**NET COST TO CONTRACTING MUNICIPALITY****\$253,392**

*This figure is determined by the State and is subject to fluctuation.

The latest figure available is \$5,700 per Deputy.

Revenue received is for previous years Deputy hours.

I. PERSONNEL

A. Sworn Deputy Sheriff

1.) 1.68 Deputies at \$5,316 /month	\$107,165
2.) 7 Overtime (Average hours/month per Deputy)	6,492

B. Benefits for Sworn Personnel

P.E.R.A. (Sworn)	16,366
Medicare	1,648
Severance Allowance	2,893
Unemployment Compensation	170
Life Insurance	71
Health Insurance	23,538
Dental Insurance	801
Long Term Disability Insurance	250
Worker's Compensation	1,716
Uniforms	1,596
<i>Total Benefits</i>	<i>49,051</i>

TOTAL PERSONNEL COSTS

\$162,707

II. VEHICLE

A. Police Equipped Vehicles	1 Squads pro-rated replc. 3 years	\$9,500
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B. Maintenance Costs

1.) Vehicle	17,850
2.) Emergency & Communications Equip. & replc. fee	2,244
3.) Emergency Vehicle Equipment & replc. Fee	500
4.) Insurance	2,700
5.) Cellular Telephone	1,020
<i>Total Maintenance Costs</i>	<i>24,314</i>

TOTAL VEHICLE COSTS

\$33,814

III. Administrative Costs

Administrative, Clerical, Etc.	\$16,271
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IV. TOTAL COST TO CONTRACTING MUNICIPALITY

\$212,792

*Less Amount Received From State for Police State Aid	\$9,576
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NET COST TO CONTRACTING MUNICIPALITY **\$203,216**

*This figure is determined by the State and is subject to fluctuation.
The latest figure available is \$5,700 per Deputy.

Revenue received is for previous years Deputy hours.
These rates would be adjusted to reflect 2013 costs

I. PERSONNEL

A. Sworn Deputy Sheriff

1.) 1.68 Deputies at \$5,316 /month	\$53,582
2.) 7 Overtime (Average hours/month per Deputy)	3,246

B. Benefits for Sworn Personnel

P.E.R.A. (Sworn)	8,183
Medicare	824
Severance Allowance	1,447
Unemployment Compensation	85
Life Insurance	35
Health Insurance	11,769
Dental Insurance	401
Long Term Disability Insurance	125
Worker's Compensation	858
Uniforms	1,596
<i>Total Benefits</i>	<i>25,324</i>

TOTAL PERSONNEL COSTS

\$82,152

II. VEHICLE

A. Police Equipped Vehicles	1 Use of ACSO Squad	\$3,600
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B. Maintenance Costs

1.) Vehicle	8,925
2.) Emergency & Communications Equip. & replc. fee	1,379
3.) Emergency Vehicle Equipment & replc. Fee	0
4.) Insurance	900
5.) Cellular Telephone	340
<i>Total Maintenance Costs</i>	<i>11,544</i>

TOTAL VEHICLE COSTS

\$15,144

III. Administrative Costs

Administrative, Clerical, Etc.

\$8,215

IV. TOTAL COST TO CONTRACTING MUNICIPALITY

\$105,511

*Less Amount Received From State for Police State Aid

\$0

NET COST TO CONTRACTING MUNICIPALITY

\$105,511

*This figure is determined by the State and is subject to fluctuation.

The latest figure available is \$5,700 per Deputy.

Revenue received is for previous years Deputy hours.

I. PERSONNEL**A. Sworn Deputy Sheriff**

1.) 1.68 Deputies at \$5,316 /month	\$107,165
2.) 7 Overtime (Average hours/month per Deputy)	6,492

B. Benefits for Sworn Personnel

P.E.R.A. (Sworn)	16,366
Medicare	1,648
Severance Allowance	2,893
Unemployment Compensation	170
Life Insurance	71
Health Insurance	23,538
Dental Insurance	801
Long Term Disability Insurance	250
Worker's Compensation	1,716
Uniforms	1,596
<i>Total Benefits</i>	<i>49,051</i>

TOTAL PERSONNEL COSTS**\$162,707****II. VEHICLE****A. Police Equipped Vehicles** 1 Squads pro-rated after 1st year **\$28,500****B. Maintenance Costs**

1.) Vehicle	17,850
2.) Emergency & Communications Equip. & replc. fee	4,244
3.) Emergency Vehicle Equipment & replc. Fee	20,100 (incl. new equip)
4.) Insurance	2,700
5.) Cellular Telephone	1,020
<i>Total Maintenance Costs</i>	<i>45,914</i>

TOTAL VEHICLE COSTS**\$74,414****III. Administrative Costs**

Administrative, Clerical, Etc.

\$16,271**IV. TOTAL COST TO CONTRACTING MUNICIPALITY****\$253,392**

*Less Amount Received From State for Police State Aid

\$4,788**NET COST TO CONTRACTING MUNICIPALITY****\$248,604**

*This figure is determined by the State and is subject to fluctuation.
The latest figure available is \$5,700 per Deputy.

Revenue received is for previous years Deputy hours.
These rates would be adjusted to reflect 2013 costs

CC Work Session

2. 6.

Meeting Date: 10/25/2011

By: Jo Thieling, Administrative Services

Title:

Discuss Mayor's Recommendations of Desirable Changes and Improvements Pursuant to City Charter 2.6.2

Background:

The City's Charter, Chapter 2, Section 2.6.2 states the following: *"Consistent with the responsibility to accept considerable leadership over the general conduct of city affairs, the mayor shall study the operations of the city government and recommend desirable changes and improvements to the council."* Pursuant to the Charter, Mayor Ramsey will be bringing forward recommendations, for Council discussion, for desirable changes and improvements. Attached to this report is a copy of Section 2.6 of the City's Charter.

A case has been placed on the regular Council agenda for this evening, to take any necessary action on this report, based upon discussion.

Funding Source:

N/A

Council Action:

Based upon discussion.

Attachments

Section 2.6/Charter

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/20/2011 01:14 PM
Form Started By: Jo Thieling		Started On: 10/20/2011 11:00 AM
	Final Approval Date: 10/20/2011	

Section 2.6 The Mayor's Powers and Duties.

2.6.1 The mayor shall preside at meetings of the council and shall have a vote as a member. The mayor shall be recognized as the head of the city government for all ceremonial purposes, by the courts for serving civil process, and by the governor for purposes of martial law, but shall have no administrative duties.

2.6.2 Consistent with the responsibility to accept considerable leadership over the general conduct of city affairs, the mayor shall study the operations of the city government and recommend desirable changes and improvements to the council. The mayor shall also deliver messages to the council and the public, including a comprehensive message on the state of the city, as soon as practicable after the beginning of each year of his/her term of office.

2.6.3 At the first meeting of each year the council shall choose an acting mayor from the councilmembers. He/she shall perform the duties of mayor during the disability or absence of the mayor, or, in the case of vacancy in the office of mayor, until a successor has been appointed and qualifies.

CC Work Session

3. 1.

Meeting Date: 10/25/2011

By: Jo Thieling, Administrative Services

Title:

Review Future Topics/Calendar

Background:

List of future topics is attached for review.

Funding Source:

N/A

Council Action:

For review - no formal action necessary.

Attachments

Future Topics/Calendar

Form Review

Inbox

Kurt Ulrich

Form Started By: Jo Thieling

Reviewed By

Jo Thieling

Date

10/20/2011 08:28 AM

Started On: 10/20/2011 08:26 AM

Final Approval Date: 10/20/2011

**Work Session Calendar
2011**

Month	Date	Topics for Discussion
November	1	<ul style="list-style-type: none"> • Budget Work Session
Others on List – including 2011 Strategic Planning Items		<ul style="list-style-type: none"> • Discuss ISO Rating and Program to Improve (HN) • Discuss Leash Law (JW) • 167th & 47 Water Services Extension (AB) • Look at pilot programs (e.g. volunteer programs – low maintenance) • Proactively recruit residential development and seek builders input • Review development fees and standards regarding construction • Develop TIF tracking plan with regard to fiscal disparities impact • Establish fund reserve policy • Review City-owned lands and create plan for it – <i>scheduled for July 12 agenda</i> • Review park programming and potential reallocation of parks – <i>scheduled for July 12 agenda – included in Review City owned land . . .</i> • Construct boat landing at River’s Bend – <i>was reviewed with Council and determined it was not a priority at this location.</i> • Build on outdoors/sportsmen’s market (e.g. stock pond/lake) • Coordinate COR marketing and City marketing • Create Master Plan 167th Avenue/Highway 47 – plan for redevelopment – <i>Discuss after Joint Meeting between CC & EDA</i> • Develop community center/indoor sports complex • Old Town Hall relocation • Review & revise Development Management contract and manage COR expenditures • Consider creation of a Transportation Taxing District • Seek grant funding for transportation projects and service delivery • Complete US 10/ County Road 83 interchange design – pursue funding • Establish position on TH #47 South of Bunker to Highway #10 <p><u>Public Works</u></p> <ul style="list-style-type: none"> • Review plan for US Highway #10 pedestrian overpass and connection with Municipal Center ramp • Review Dirt Road Elimination Policy (DREP) • Create opportunities for snowmobile, four-wheeler & golf cart use • Review sidewalk plowing policy
March 5, 2012		<ul style="list-style-type: none"> • Interviews for Boards and Commissions