

**City of Ramsey**  
**Agenda**  
**Environmental Policy Board (EPB)**  
**Monday June 6, 2011**  
**6:30 pm**  
**Mississippi River Room, 7550 Sunwood Drive NW**

- 1. Call to Order**
- 2. Citizen Input**
- 3. Approve Agenda**
- 4. Approve Minutes**
  1. Approved Meeting Minutes Dated May 3, 2011
- 5. Policy Board Business**
  1. Review and Consider 2011-2012 Work Plan
  2. Environmental Expo Survey
- 6. Board/Staff Input**

Rhinestone Commons Tree Planting Update

  1. Consider Alternative Date for the July Meeting
- 7. Adjournment**

**Environmental Policy Board (EPB)**

**4. 1.**

**Meeting Date:** 06/06/2011

**By:** Chris Anderson, Community  
Development

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**Title:**

Approved Meeting Minutes Dated May 3, 2011

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**Attachments**

Meeting Minutes Dated May 3, 2011

**Form Review**

**Inbox**  
Chris Anderson (Originator)  
Form Started By: Chris Anderson

**Reviewed By**  
Chris Anderson  
Final Approval Date: 05/31/2011

**Date**  
05/31/2011 11:28 AM  
Started On: 05/25/2011 09:34 AM

**ENVIRONMENTAL POLICY BOARD  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

On Tuesday, May 3, 2011, the Environmental Policy Board (EPB) met in the Rum River Conference Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:      Chairperson Michael Max  
                                 Board Member Trent Hassett  
                                 Board Member Jennifer Carlson  
                                 Board Member John Enstrom  
                                 Board Member Kathleen Riley-Daniels  
                                 Board Member Bob Bentz  
                                 Board Member Thomas Stodola (arrived 6:02 p.m.)

Members Absent:      None

Also Present:           Associate Planner/Environmental Coordinator Chris Anderson

**CALL TO ORDER**

Chairperson Max called the meeting to order at 6:00 p.m.

**CITIZEN INPUT**

None.

**APPROVAL OF AGENDA**

Motion by Board Member Hassett and seconded by Board Member Riley-Daniels to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Max, Board Members Carlson, Riley-Daniels, Bentz, Hassett and Enstrom. Voting No: None. Absent: Board Member Stodola.

**APPROVAL OF ENVIRONMENTAL POLICY BOARD MINUTES**

Motion by Board Member Riley-Daniels and seconded by Board Member Bentz to approve the regular meeting minutes dated April 4, 2011.

Motion carried. Voting Yes: Chairperson Max, Board Members Enstrom, Riley-Daniels, Bentz, Hassett and Carlson. Voting No: None. Absent: Board Member Stodola.

## **POLICY BOARD BUSINESS**

Board Member Stodola arrived.

### **Case #1: Review 2011 Environmental Expo & Tree Sale Event**

Associate Planner/Environmental Coordinator Anderson presented the staff report.

Chairperson Max stated that he thought the logistics of the event were good. He thought the front/main lobby setup and the use of the main corridor were good. He was surprised that the Alexander Ramsey Room was as quiet as it was. Typically that area is the most active in terms of attendees.

Board Member Hassett stated that Lonnie Dupre's presentation was great and had very good attendance. He suggested that maybe some form of mini presentations could be offered in the Alexander Ramsey Room in the future.

Board Member Riley-Daniels stated that maybe the Alexander Ramsey Room was less active this year because the 4-H area was in the main lobby. Maybe the kids/families never made it all the way down to the Alexander Ramsey Room.

Board Member Bentz stated that no matter the length of the presentation, if there is a keynote speaker at future events, it should be taped.

Board Member Hassett stated that he'd like to thank Mrs. Bentz for use of the television for the Board's booth.

Board Member Bentz stated that he staffed the Board's booth for the majority of the event and they had very few visitors. He stated the Board really needs to reconsider their booth and its contents to draw people in.

Board Member Enstrom stated that he was not at all happy with the attendance. He thought it was way too low. He suggested that a survey be sent out to all exhibitors asking how the event can be improved.

Associate Planner/Environmental Coordinator Anderson stated that last year he sent out a survey through Survey Monkey to all exhibitors and intends to do the same this year. He stated that the majority of the responses last year were very positive and where possible, he incorporated the suggestions from that survey into this year's event.

Board Member Riley-Daniels asked what the purpose of the event really was.

Associate Planner/Environmental Coordinator Anderson stated that in his opinion, the purpose of this event is to educate the citizenry about environmental concerns and issues and to promote awareness of these issues. At its core, he stated it is an educational event.

Board Member Enstrom stated that he thought more retailers should be involved in the event to try and draw people in.

Associate Planner/Environmental Coordinator Anderson stated that after one of the recent expo events when he solicited feedback from exhibitors, one response was that this event should not have a booth for Tupperware as that has no real connection to the purpose of the event. He stated that he can see both the pros and cons of bringing in more retailers but that space is still a limiting factor.

Associate Planner/Environmental Coordinator Anderson stated that he and some of his counterparts within the County have periodically tossed around the idea of a multi-community type of event which may allow for more exhibitors and a wider range of exhibitors. However, each community would have to 'give up' some control over the event.

Board Member Enstrom suggested that we solicit from exhibitors 'prizes' that could be used in a drawing towards the end of the event in which people would need to be present to win. That way, people may stick around longer.

Board Member Hassett stated that he thinks planning for the 2012 event should start next month.

Associate Planner/Environmental Coordinator Anderson stated that he did not want the Board's agenda to continue to be dominated by the expo. He also stated that with the reorganization of the Community Development Department, going forward he'll have even less time to focus on the expo event. While he has heard some good thoughts on ways to expand the event, anything beyond its current format would really need to be organized by the Board. He suggested that the Board consider forming an expo subcommittee that could continue to work on the event and report back to the Board monthly.

Chairperson Max stated that he thought a standing item on the agenda for the expo would be a good thing and he also supported the idea of forming an expo subcommittee.

Board Member Carlson stated that she would be happy to assist with lining up a speaker for next year's event.

## **BOARD/STAFF INPUT**

Associate Planner/Environmental Coordinator Anderson stated that the Arbor Day planting in Rhinestone Commons Park probably wouldn't be until June, hopefully. He'll provide more details either as they become available or at the next meeting. Associate Planner/Environmental Coordinator Anderson also noted that he and Parks Supervisor Riverblood did a tree planting with the 3<sup>rd</sup> graders from PACT Charter School and took the opportunity to speak with them about the benefits of trees, Arbor Day, and proper planting techniques.

## **ADJOURNMENT**

Motion by Board Member Riley-Daniels and seconded by Board Member Stodola to adjourn the meeting.

The meeting adjourned at 6:56 p.m.

Respectfully submitted,

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Chris Anderson  
Associate Planner/Environmental Coordinator

**Environmental Policy Board (EPB)**

**5. 1.**

**Meeting Date:** 06/06/2011

**By:** Chris Anderson, Community Development

**Title:**

Review and Consider 2011-2012 Work Plan

**Background:**

As the Board knows, the City Council reviewed the Board's proposed work plan at its May 3 work session. There was a lot of good discussion regarding potential activities/projects the Board could consider undertaking. The purpose of this case is to review the discussion and ideas from the City Council Work Session and update the Board's draft work plan accordingly. The updated work plan will then be presented to City Council at their June 14, 2011 regular meeting.

**Observations:**

Some of the topics and/or thoughts that were suggested at the work session included:

- Storm water collection systems
- Water retention ideas for The COR
- Collaboration with other organizations
- Gray water cycling
- Recycling opportunities at Municipal Center (cell phones, rechargeable batteries etc)
- Shade tree disease/pest education (oak wilt specifically mentioned)
- Education regarding shoreline management and river pollution
- Possible involvement/booth at Game Fair
- Developer resources related to sustainable development

**Recommendation:**

The Board should be prepared to discuss what elements to incorporate into their draft work plan and then direct Staff to revise the work plan accordingly and forward it to City Council for consideration.

**EPB Action:**

Motion to approve revised work plan and forward to City Council for consideration.

**Attachments**

Work Plan Presented at May 3, 2011 Work Session

Draft City Council Work Session Meeting Minutes Dated May 3, 2011

**Form Review**

**Inbox**  
Chris Anderson (Originator)

**Reviewed By**  
Chris Anderson

**Date**  
05/31/2011 11:28 AM  
Started On: 05/25/2011 08:32 AM

Form Started By: Chris Anderson

Final Approval Date: 05/31/2011

## **Environmental Policy Board 2011 Proposed Work Plan**

As outlined in City Code, the primary objective of the Environmental Policy Board is to review, consider, initiate and recommend to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City. The Board's scope shall include, but not necessarily be limited to, matters of the preservation of the community forest, water quality, wetland preservation, ground water protection, control of soil erosion and air, noise and light pollution.

The Environmental Policy Board will focus its efforts on the following tasks in 2011:

- Participate in an Arbor Day tree planting event.
- Encourage citizen awareness and education on environmental stewardship through the Environmental Expo & Tree Sale.
- Revisiting the water conservation tool box (as needed/directed)
- Public outreach (no specific topic or matter was specified)
- Demonstration project (such as a rain garden or 'mini arboretum' highlighting species that perform well in Ramsey's sandy soil)

## **5) Review Appraisal of Former Municipal Center**

City Administrator Ulrich reviewed the staff report. He added Staff has been working informally with a local landowner who owns several properties in the area. This landowner may be interested in combining this parcel with his current holdings. He noted a new station would cost \$2.5 million.

Councilmember Wise inquired what the \$2.5 million would entail and whether there are drawings yet.

Fire Chief Kapler stated there are preliminary drawings from when the department moved to the new Municipal Building. He said he would recommend a space needs analysis be completed. The \$2.5 million figure includes some estimation. He emphasized the preliminary plans are conceptual and not usable for a definitive plan at this point.

City Administrator Ulrich noted the City would work with an architect. He said there is an item in the CIP to begin planning on the architecture of this item.

Consensus was reached to explore the possibility of a land swap with a private owner. In addition, a space needs analysis will be conducted. City Administrator Ulrich stated he will research the legal aspects of a land swap.

## **6) Consider EPB Annual Work Plan**

Environmental Coordinator Anderson reviewed the staff report. He noted the Board is looking to the Council for direction of what they should do in the future.

Councilmember Wise mentioned there has been a lot of discussion regarding stormwater runoff with potential developments in The COR.

Discussion took place regarding potential systems that could be of benefit.

Councilmember Elvig mentioned the TAC Board and stated he was pleased the Development Manager was part of the TAC Board. He asked if any EPB members would like to be part of the TAC Board. He stated he would like the EPB to come up with ideas that would assist the preservation level of what they have done so far. He would like the two Boards to collaborate.

Mayor Ramsey mentioned there are community gardens and he would like to have the EPB start collaborating with the garden clubs.

Councilmember McGlone suggested they collaborate with Scouts, and nurseries. He added the Board should get out in the community and make citizens more aware of what they do.

Councilmember Backous commented the Board could collaborate with the schools and colleges or technical schools in the area. He stated he likes the idea of trail markers and information

pieces along trails. He further suggested working on environmental issues regarding shorelines and pollution along the river.

Mayor Ramsey suggested a kiosk or display to educate the public on what to look for in oak wilt and noxious weed.

Councilmember Tossey noted the fishing and hunting groups may be groups to work with on conservation.

City Administrator Ulrich noted the City is partnering with the Game Fair and offered the EPB a space at the Fair. It could be a good opportunity for the community to be involved.

Councilmember Elvig stated he would prefer to see this item on the Council agenda as opposed to the Consent Agenda.

Environmental Coordinator Anderson stated the point of the topsoil ordinance the City passed was to reduce the consumption of water. He explained there are soil moisture sensors that can help the homeowner know when to put in irrigation and in what areas. He offered if the Council would like to pursue this program, the EPB Board could explore that option.

Mayor Ramsey commented on the Coon Rapids Dam with the Asian carp. He asked if this would be appropriate for the EPB to consider.

Environmental Coordinator Anderson responded it could be beneficial to have collaboration with State studies on the Asian carp. He also suggested it would be helpful to translate those studies into layman's terms.

## **FUTURE TOPICS FOR DISCUSSION**

Review Future Topics/Calendar

## **MAYOR, COUNCIL AND STAFF INPUT**

Mayor Ramsey discussed the EDA appointment. He noted there was one interview the previous week. The candidate had a great background. He said he is undecided which candidate to choose at this point.

Councilmember Backous suggested a term limit be discussed as a matter of policy in the near future.

Deputy City Administrator Nelson noted the Northstar Corridor Transit Development Orientation Tour is this coming Thursday afternoon.

## **ADJOURNMENT**

**Environmental Policy Board (EPB)**

**5. 2.**

**Meeting Date:** 06/06/2011

**By:** Chris Anderson, Community  
Development

**Title:**

Environmental Expo Survey

**Background:**

As the Board knows, Staff created a brief survey for the exhibitors of the 2011 Environmental Expo & Tree Sale. Approximately fifty percent (50%) of the exhibitors have completed the survey. Overall, the responses speak very favorably of the event. The survey and responses are attached for the Board's information.

**Observations:**

At the May meeting, it was suggested that planning for future expos should begin much earlier than has traditionally been the case. That suggestion led to a brief discussion about forming an expo subcommittee and/or having the expo as a standing agenda item. This subcommittee, if formed, could focus on event planning, sponsorship, speaker(s), etc and report to the Board monthly with any pertinent updates. As the Board reviews the survey results, this may be an opportune time to revisit the discussion of an expo subcommittee.

**Recommendation:**

With the reorganization of the Planning Division earlier this year, Staff resources are rather limited and no additional time commitment can be made toward the expo event. Therefore, should the Board wish to initiate planning activities for the 2012 Environmental Expo & Tree Sale sooner, Staff would recommend that the Board form a three (3) member expo subcommittee.

**EPB Action:**

Based on discussion.

**Attachments**

Survey and Responses

**Form Review**

**Inbox**  
Chris Anderson (Originator)  
Form Started By: Chris Anderson

**Reviewed By**  
Chris Anderson

**Date**  
05/31/2011 01:12 PM  
Started On: 05/31/2011 09:56 AM

Final Approval Date: 05/31/2011

+ Create Survey

You have a BASIC account | To remove the limits of a BASIC account and get unlimited questions, upgrade now!

## 2011 Environmental Expo & Tree Sale Survey Edit

Default Report + Add Report

### Response Summary

Total Started Survey: 10  
Total Completed Survey: 10 (100%)

PAGE: EVENT FEEDBACK SURVEY

1. Please rate the Environmental Expo & Tree Sale event on the following:

Create Chart Download

	Excellent	Above Average	Average	Below Average	Poor	N/A	Rating Average	Response Count
Guest Speaker Presentation	33.3% (3)	11.1% (1)	0.0% (0)	0.0% (0)	0.0% (0)	55.6% (5)	1.25	9
Exhibitor layout & space	50.0% (5)	40.0% (4)	10.0% (1)	0.0% (0)	0.0% (0)	0.0% (0)	1.60	10
Event location & venue	40.0% (4)	60.0% (6)	0.0% (0)	0.0% (0)	0.0% (0)	0.0% (0)	1.60	10
Food served at event	0.0% (0)	0.0% (0)	60.0% (6)	0.0% (0)	10.0% (1)	30.0% (3)	3.29	10
Attendance	10.0% (1)	30.0% (3)	30.0% (3)	20.0% (2)	0.0% (0)	10.0% (1)	2.67	10
Overall event	10.0% (1)	80.0% (8)	10.0% (1)	0.0% (0)	0.0% (0)	0.0% (0)	2.00	10
Other (please specify) Show Responses								1
answered question								10
skipped question								0

2. In your opinion, were there specific aspects or components of the event that you believe positively contributed to the event?

Download

	Response Count
Hide Responses	7

Responses (7) | Text Analysis | My Categories (0)

GOLD FEATURE: Text Analysis allows you to view frequently used words and phrases, categorize responses and turn open-ended text into data you can really use. To use Text Analysis, upgrade to a GOLD or PLATINUM plan.

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Showing 7 text responses

No responses selected

All of it was very specific to what you were doing. A lot of local area attractions which I was unaware of that was nice to info on all the different companies and groups.

5/17/11 3:29PM View Responses

It seemed that combining a number of event components (tree sale, animal demonstrations, environmental expo, business expo) was helpful in drawing a good crowd. I suppose the rainy weather helped draw people in, too, so well done there. :)

5/13/11 3:38PM View Responses

Having the live animals are an enormous pull

5/13/11 3:32PM View Responses

speaker was a great talked about person to draw people.

answered question 7

skipped question 3

**2. In your opinion, were there specific aspects or components of the event that you believe positively contributed to the event?** [Download](#)

5/11/11 6:07AM	<a href="#">View Responses</a>
Having both expos within walking distance was good. Folks like free stuff--the trees are always a good thing.	
5/10/11 9:41PM	<a href="#">View Responses</a>
Speaker. Weather Traffic flow Tradition Integration with Business Expo (they had good food)	
5/10/11 9:29PM	<a href="#">View Responses</a>

answered question 7  
skipped question 3

**3. How could we improve this event so that it is more beneficial to you as an exhibitor?** [Download](#)

	Response Count
<a href="#">Show Responses</a>	7
answered question	7
skipped question	3

**4. Do you have suggestions for other exhibitors or activities that could/should be invited to participate?** [Download](#)

	Response Count
<a href="#">Show Responses</a>	6
answered question	6
skipped question	4

**5. Would you recommend this event to others to either attend and/or participate as an exhibitor?** [Create Chart](#) [Download](#)

	Response Percent	Response Count
Yes	100.0%	10
No	0.0%	0
Other (please specify)		0
answered question		10
skipped question		0

**6. Would you attend this event again next year?** [Create Chart](#) [Download](#)

	Response Percent	Response Count
Yes	90.0%	9
No	10.0%	1
Maybe	0.0%	0
answered question		10
skipped question		0

7. If you answered no to Question 6, please explain:

[Download](#)

	Response Count
<a href="#">Show Responses</a>	1
answered question	1
skipped question	9

8. Please add any further comments about this event that can help us improve it in the future.

[Download](#)

	Response Count
<a href="#">Show Responses</a>	3
answered question	3
skipped question	7

	Response Count
Show Responses	7
skipped question	3

3. How could we improve this event so that it is more beneficial to you as an exhibitor? Download

	Response Count
Hide Responses	7

[Responses \(7\)](#) | [Text Analysis](#) | [My Categories \(0\)](#)

**GOLD FEATURE:** Text Analysis allows you to view frequently used words and phrases, categorize responses and turn open-ended text into data you can really use. To use Text Analysis, upgrade to a GOLD or PLATINUM plan. [Learn More](#) [Upgrade »](#)

Showing 7 text responses No responses selected

We liked the area we were in and appreciated Chris working with us to get our exhibit in the most convenient and larger space we needed. 5/17/11 3:29PM <a href="#">View Responses</a>
Not sure there's anything. 5/13/11 3:38PM <a href="#">View Responses</a>
I can't think of any suggestions. I really believe that you guys were very accommodating! 5/13/11 3:32PM <a href="#">View Responses</a>
are people planting less trees? I don't know yet myself. But I think economy has an effect. 5/11/11 6:07AM <a href="#">View Responses</a>
Um, more people... I mean, you have only so much control over the visitation. 5/10/11 9:41PM <a href="#">View Responses</a>
More advertising 5/10/11 9:29PM <a href="#">View Responses</a>

answered question	7
skipped question	3

4. Do you have suggestions for other exhibitors or activities that could/should be invited to participate?

	Response Count
Hide Responses	6
<p> <a href="#">Responses (6)</a>   <a href="#">Text Analysis</a>   <a href="#">My Categories (0)</a> </p> <p> <b>GOLD FEATURE:</b> Text Analysis allows you to view frequently used words and phrases, categorize responses and turn open-ended text into data you can really use. To use Text Analysis, upgrade to a GOLD or PLATINUM plan.                 <span style="float: right;"> <a href="#">Learn More</a> <a href="#">Upgrade »</a> </span> </p> <p>                     Showing 6 text responses <span style="float: right;">No responses selected</span> </p>	
I really liked the local areas coming in and participating. Maybe someone from local farmers market and feed shops to would be nice. 5/17/11 3:29PM <a href="#">View Responses</a>	
Not that I can think of 5/13/11 3:32PM <a href="#">View Responses</a>	
this event is very educational, and all schools should be behind this community event. 5/11/11 6:07AM <a href="#">View Responses</a>	
Chris---what about a tent outside, large enough to do workshops in, the messy kind, where we could do planting or potting or pruning or gardening sessions. Short 20-30 minute sessions running all day to lure folks in. They might buy items seen/used in the workshop from vendors. Could do some additional children's gardening/planting things out there as well to keep folks around longer. 5/10/11 9:41PM <a href="#">View Responses</a>	
Sustainable gardening Growing/raising healthy food Hands on activities ie birdhouses that could be put in a park 5/10/11 9:29PM <a href="#">View Responses</a>	
answered question	6
skipped question	4

7. If you answered no to Question 6, please explain:

	Response Count
Hide Responses	1
<p> <a href="#">Responses (1)</a>   <a href="#">Text Analysis</a>   <a href="#">My Categories (0)</a> </p> <p> <b>GOLD FEATURE:</b> Text Analysis allows you to view frequently used words and phrases, categorize responses and turn open-ended text into data you can really use. To use Text Analysis, upgrade to a GOLD or PLATINUM plan.                 <span style="float: right;"> <a href="#">Learn More</a> <a href="#">Upgrade »</a> </span> </p> <p>                     Showing 1 text responses <span style="float: right;">No responses selected</span> </p> <p>                     I would support, but at a much lower exposure of tree product choice. Personal expense\$\$                      5/11/11 6:07AM <a href="#">View Responses</a> </p>	

answered question 1

skipped question 9

8. Please add any further comments about this event that can help us improve it in the future.

	Response Count
Hide Responses	3
<p> <a href="#">Responses (3)</a>   <a href="#">Text Analysis</a>   <a href="#">My Categories (0)</a> </p>	
<p> <b>GOLD FEATURE:</b> Text Analysis allows you to view frequently used words and phrases, categorize responses and turn open-ended text into data you can really use. To use Text Analysis, upgrade to a GOLD or PLATINUM plan.           <span style="float: right;"> <input type="button" value="Learn More"/> <input type="button" value="Upgrade »"/> </span> </p>	
Showing 3 text responses	No responses selected
<p>Thank you to the convenience of The City Center (Chris) for us to set up the night before and help us to have a nice and spacious area to have fun with the kids. We really enjoyed the event and look forward to being a future exhibit at the Ramsey Environmental Expo.</p> <p>5/17/11 3:29PM <a href="#">View Responses</a></p>	
<p>We appreciated the chance to make sure Ramsey residents (and other exhibitors) are aware of our park and its issues, and how to get more involved in protecting the Mississippi River. Great job, Chris--thanks for the opportunity to participate!</p> <p>5/13/11 3:38PM <a href="#">View Responses</a></p>	
<p>The weather was awful, so that was a problem. If you don't already, you might consider promoting it at local schools and libraries.</p> <p>5/10/11 5:23PM <a href="#">View Responses</a></p>	

answered question 3

skipped question 7

**Environmental Policy Board (EPB)**

**6. 1.**

**Meeting Date:** 06/06/2011

**By:** Chris Anderson, Community  
Development

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**Title:**

Consider Alternative Date for the July Meeting

**Background:**

The July meeting date falls on July 4 and the city offices are closed due to the Independence Day holiday. The regular July meeting either needs to be rescheduled or canceled. If the meeting is rescheduled, possible dates to consider are June 27 or July 11 (the Mondays before and after the regular meeting date).

**Recommendation:**

Presently, there are no pressing issues awaiting the Board's action and thus Staff does not believe a July meeting is a necessity.

**EPB Action:**

Based on discussion.

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Chris Anderson (Originator)	Chris Anderson	05/31/2011 11:28 AM
Form Started By: Chris Anderson		Started On: 05/25/2011 08:28 AM
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