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**CITY COUNCIL  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey City Council conducted a regular meeting on Tuesday, July 24, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Bob Ramsey  
Councilmember Randy Backous  
Councilmember David Elvig  
Councilmember Colin McGlone  
Councilmember Sarah Strommen  
Councilmember Jason Tossey  
Councilmember Jeffrey Wise

Members Absent: None

Also Present: Deputy City Administrator/Finance Director Diana Lund  
Police Chief James Way  
Human Resources Manager Colleen Lasher  
City Clerk Jo Ann Thieling  
Development Services Manager Timothy Gladhill  
Assistant Planner/Environmental Coordinator Chris Anderson  
Management Analyst Patrick Brama  
City Attorney William Goodrich  
Development Manager Darren Lazan  
Interim Engineer Ron Wagner

**1. CALL TO ORDER**

Mayor Ramsey called the regular meeting of the Ramsey City Council to order at 7:00 p.m., followed by the Pledge of Allegiance led by Mayor Ramsey.

**2. PRESENTATION**

None.

**3. CITIZEN INPUT**

Todd Embury, 9041 159<sup>th</sup> Lane NW, Ramsey, thanked the Council for the sidewalk on Alpine Drive and stated his concern with the obscured view at the western quadrant of the Puma Street and Alpine Drive intersection.

The Council thanked Mr. Embury for bringing forward this concern and directed staff to inspect this corner and determine whether it meets sight triangle requirements.

City Clerk Thieling advised of a correction to the July/August issue of the *Ramsey Resident* relating to candidates in the primary election.

#### **4. CONSENT AGENDA**

Motion by Councilmember Elvig, seconded by Councilmember Wise, to approve the following items on the Consent Agenda:

- 4.01: Receive May 2012 Financial Reports – General Fund and Enterprise Funds
- 4.02: Receive Cash and Investments for Period Ending May 31, 2012
- 4.03: Receive plans and specifications and authorization to bid City Project #12-23; SAP 199-107-009 Alpine Drive Reconstruction
- 4.04: Note the following Boards and Commissions Meeting Minutes:
  - 1) June 4, 2012 – Environmental Policy Board Meeting Minutes
  - 2) June 7, 2012 – Planning Commission Meeting Minutes
  - 3) June 14, 2012 – Economic Development Authority Meeting Minutes
- 4.05: Approve Exemption for a Gambling License for True Calling Outdoors, Inc.
- 4.06: Approve License Applications:
  - Special Events
    - Freedom Christian Center, 6937 Highway #10 NW, Ramsey, MN 55303
- 4.07: Consider Change Order for City Improvement Project #12-24 Division B
- 4.08: Consider Street Light Installation Contract with Connexus Energy for Sunwood Drive Realignment
- 4.09: Adopt Resolution #12-07-107 adopting Findings of Fact #0904 regarding a Request for an Interim Use Permit for Grading and Mining Activities on Outlots A and B, Elmcrest Sanctuary; Case of Oakwood Land Development, Inc.; and adopt Resolution #12-07-108 approving the Interim Use Permit.
- 4.10: Adopt Resolution #12-07-109 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 6, 2012, through July 18, 2012
- 4.11: Adopt Resolution #12-07-110 Authorizing Partial Payment to Knutson Construction for IP 10-22 Municipal Parking Ramp, Phase II
- 4.12: Adopt Resolution #12-07-111 Authorizing Partial Payment to Julian M. Johnson Construction Corp. for IP 12-24 Storm Sewer Improvements Division B
- 4.13: Adopt Resolution #12-07-112 Authorizing Partial Payment to Dryden Excavating for IP 12-24 Storm Sewer Improvements Division A
- 4.14: Report from the Personnel Committee Meeting dated July 10, 2012:
  - 1) Consider Resolution to Authorize Staff Position/Wage Modifications Due to Organizational Changes – *Ratify the recommendation of the Personnel Committee to adopt Resolution #12-07-113, which upon City Approval, will direct staff to make the following modifications based on already established pay scales:*

- *Change the Senior Planner position, occupied by Tim Gladhill, to that of the Development Services Manager, effective July 1, 2012, at Step 2 of the wage scale.*
  - *Change the Human Resources Representative position, occupied by Colleen Lasher, to that of the Human Resources Manager, effective July 1, 2012, at Step 1 of the wage scale.*
  - *Change the Senior Accountant position, occupied by Denelle McAlpine, to that of the Assistant Finance Director, effective July 1, 2012, at Step 1 of the wage scale.*
  - *Change the Lieutenant position, occupied by Jeff Katers, to that of the Support Services Captain, effective July 1, 2012, at Step 5 of the wage scale.*
  - *Change the Associate Planner/Environmental Coordinator's pay scale to that of the Associate Planner at Step 6 of the wage scale.*
- 2) Review of Recent Employee Exit Interviews – *Informational; no action required.*

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Elvig, Wise, Backous, McGlone, Strommen, and Tossey. Voting No: None.

## **5. APPROVE AGENDA**

Motion by Mayor Ramsey, seconded by Councilmember Backous, to approve the agenda as revised to add Item 7.9, Update on Sunwood Drive Realignment Project, and Item 7.10, Update on Landform Billing.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Backous, Elvig, McGlone, Strommen, Tossey, and Wise. Voting No: None.

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Request for Amended Development Contract and Release from Previous Development Agreement (THE PONDS); Case of First Phoenix Group**

Development Services Manager Gladhill reviewed the staff report and answered questions of the Council, noting this is strictly a matter of deferring payment.

Motion by Councilmember Elvig, seconded by Mayor Ramsey, to approve the amended development contract and release from previous development agreement (THE PONDS); Case of First Phoenix Group.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Elvig, Backous, McGlone, Strommen, Tossey, and Wise. Voting No: None.

**7.02: Consider Approval of Five (5) Year Curbside Recycling Contract with ACE Solid Waste, Inc.**

Assistant Planner/Environmental Coordinator Anderson reviewed the staff report.

Motion by Councilmember Wise, seconded by Mayor Ramsey, to approve a five-year curbside recycling contract with ACE Solid Waste, Inc.

Further discussion: The Council commended Assistant Planner/Environmental Coordinator Anderson for his work to improve the City’s recycling program.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Wise, Backous, Elvig, McGlone, Strommen, and Tossey. Voting No: None.

**7.03: Introduce Ordinance to Establish GF Game Fair Off-Street Parking Overlay District**

Development Services Manager Gladhill reviewed the staff report.

Motion by Councilmember McGlone, seconded by Councilmember Wise, to introduce an Ordinance to Establish GF Game Fair Off-Street Parking Overlay District.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers McGlone, Wise, Backous, Elvig, Strommen, and Tossey. Voting No: None.

**7.04: Adopt Ordinance Approving Zoning Amendment for COR THREE**

Development Services Manager Gladhill reviewed the staff report.

Motion by Councilmember Ramsey, seconded by Councilmember Wise, to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #12-09 Approving Zoning Amendment for COR THREE.

A roll call vote was performed by the Recording Secretary:

Councilmember Elvig	aye
Councilmember McGlone	aye
Councilmember Wise	aye
Councilmember Backous	aye
Councilmember Tossey	aye
Councilmember Strommen	aye
Mayor Ramsey	aye

Motion carried.

**7.05: Consider Resolution #12-07-XXX to Approve a Revised Comprehensive Plan Amendment for The COR**

Development Services Manager Gladhill and Development Manager Lazan reviewed the staff report and answered questions of the Council relating to the proposed Comprehensive Plan amendment and process to update the original AUAR. It was noted reference to a community center is simply a placeholder in the Comprehensive Plan and the City is not considering that type of project at this point. They explained the need to update the AUAR and amend the Comprehensive Plan to address inconsistencies and assure the traffic counts and housing components are consistent and more trips will not be generated than the infrastructure can accommodate.

Councilmembers Elvig and Strommen expressed concern there would be financial ramifications to the City, now or in the future, if revised projections are not met or a reviewing agency does not support the updated AUAR.

Development Services Manager Gladhill explained that is the reason staff is taking the approach to update the AUAR, so those questions can be answered. He noted this is only an AUAR update and the City already has a lot of baseline information. Once updated, staff can pursue grant opportunities and properly plan for infrastructure needs.

Councilmember Strommen raised questions on the process of updating the AUAR, amending the Comprehensive Plan, and whether the review process may result in additional changes.

Development Services Manager Gladhill explained that the data in the AUAR and Comprehensive Plan dovetail. He described the process for review by the Environmental Quality Board and other agencies as well as the allowed comment period. The Council will be notified of agency comments, if any, and he is confident nothing major will come up during the AUAR comment period.

At the request of Councilmember Strommen, Development Services Manager Gladhill recapped the discussion held by the Planning Commission.

Councilmember Strommen suggested several formatting revisions to the technical memorandum to improve readability and clarity.

Motion by Mayor Ramsey, seconded by Councilmember Wise, to adopt Resolution #12-07-114 Approving a Revised Comprehensive Plan Amendment for The COR.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Wise, Backous, Elvig, McGlone, Strommen, and Tossey. Voting No: None.

**7.06: Adopt Ordinance Amending the City Code Relating to Noise Nuisance/Sound Levels**

Police Chief Way reviewed the staff report and advised that it met criteria to issue a citation if a complaint is received that the sound level is a nuisance. The complainant would be expected to give court testimony as to the level of annoyance.

Motion by Councilmember Elvig, seconded by Councilmember Backous, to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #12-10 Amending the City Code Relating to Noise Nuisance/Sound Levels.

A roll call vote was performed by the Recording Secretary:

Councilmember McGlone	aye
Councilmember Elvig	aye
Councilmember Backous	aye
Councilmember Wise	aye
Councilmember Tossey	aye
Councilmember Strommen	aye
Mayor Ramsey	aye

Motion carried.

**7.07: Adopt Ordinance to Amend City Code Chapter 10 – Animals, Article III Dogs**

Police Chief Way reviewed the staff report.

Motion by Councilmember Wise, seconded by Councilmember Backous, to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #12-11 Amending City Code Chapter 10 – Animals, Article III Dogs.

A roll call vote was performed by the Recording Secretary:

Councilmember Elvig	aye
Councilmember McGlone	aye
Councilmember Wise	aye
Councilmember Strommen	aye
Councilmember Backous	aye
Councilmember Tossey	aye
Mayor Ramsey	aye

Motion carried.

Councilmembers McGlone and Backous left the Council Chambers at 7:58 p.m.

**7.08: Consider Acquisition of Tax Forfeit Properties and Resolution #12-07-XXX Authorizing Acquisition of Tax Forfeit Property for Utility Easement Purposes**

Management Analyst Brama reviewed the staff report.

Motion by Councilmember Elvig, seconded by Councilmember Wise, to adopt Resolution #12-07-115 Authorizing Acquisition of Tax Forfeit Property for Utility Easement Purposes.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Elvig, Wise, Strommen, and Tossey. Voting No: None. Absent: Councilmembers Backous and McGlone.

#### **7.09: Update on Sunwood Drive Realignment Project**

Interim Engineer Wagner provided an update on the Sunwood Realignment Project and answered questions of the Council. It was noted that during the first few days of the project, work occurred on property the City did not own. Interim Engineer Wagner stated they would ask the contractor about that situation and whether a change order will result.

Councilmember Backous returned to the Council Chambers at 8:03 p.m.

The Council discussed the existing “roller coaster” grade of Zeolite Street and whether it was cost efficient to complete the final grade.

Mayor Ramsey indicated he had spoken with City Administrator Ulrich and Interim Engineer Wagner about this matter and it was concluded to be too late for that type of change because the manhole covers would also have to be lowered, causing significant delay in the project.

#### **7.10: Update on Landform Billing**

Mayor Ramsey explained that in response to a question raised why the City has paid Landform, The COR Development Management Team, “over \$1 million over the last 2.5 years” he had asked Development Manager Lazan to provide clarification.

Development Manager Lazan presented the Development Management Contract costs for the first seven months of 2012 for each of the four primary categories: Administration, Incentive Based Compensation, Project Based Compensation, and Reimbursable Expenses.

Councilmember McGlone returned to the Council Chambers at 8:16 p.m.

Mayor Ramsey stated this information makes it clear that it would probably have cost twice this amount to complete the work in house. He noted the effort to consultants only increased 2% when the City lost the Deputy City Administrator.

In response to Councilmember Strommen, Development Manager Lazan indicated there was some overlap between Administration and Incentive and he had detailed Administration because he believed it was a fair reflection of what the City would have paid to complete that work.

To get a fair comparison, Councilmember Strommen requested the total costs for Landform and other consultants and contractors that have been involved in The COR. She also requested staff

provide information on staffing costs for The COR, noting positions have been eliminated; however, those functions remain and some may have been outsourced.

Councilmember Elvig stated his concern in the way this agenda item came about and was presented, noting it involved an HRA consideration.

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

Upcoming meetings and events were announced.

## **9. ADJOURNMENT**

Motion by Councilmember Backous, seconded by Councilmember Wise, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:29 p.m.

Respectfully submitted,

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Diana Lund  
Deputy City Administrator/Finance Director

ATTEST:

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Jo Ann M. Thieling  
City Clerk

Drafted by Carla Wirth  
*TimeSaver Off Site Secretarial, Inc.*