

WEEKLY UPDATE

Administrator's Report



September 27, 2012

Weekly Calendar of Events

Tuesday, October 2, 2012

- 5:45 p.m. – Personnel Committee – Lake Itasca Room
- Immediately following Personnel – Special City Council - Lake Itasca Room
- Immediately following Special CC – City Council Work Session - Lake Itasca Room
- Immediately following CC Work Session – HRA Work Session - Lake Itasca Room

Thursday, October 4, 2012

- 7:00 p.m. – Planning Commission – Council Chambers

Preview of Next Week

Farmer's Market. Today, September 27.

Fall Recycling Day, Saturday, September 29, 8:00 a.m. – 12:00 noon. Located at the Ramsey Public Works Facility, 14100 Jasper Street NW, Ramsey. For more information contact Chris Anderson at 763-433-9905.

Personnel Committee (5:45 p.m. – LIR)

- Consider a Resolution to Hire an IT Specialist

City Council Work Session (Immediately following Personnel Committee - LIR)

Special City Council (Immediately following CC Work Session – LIR)

- Attorney-client Privileged Discussion of Threatened Litigation - Closed to the Public
- Consider Reimbursement of Employee Legal Expenses - **Portions may be closed to the Public**

HRA Council Work Session (Immediately following Special CC - LIR)

- Discuss early principal reduction payment - The Residence at The COR
- Discuss Armstrong Interchange Initiative

Planning Commission (7:00 p.m. – CC)

- Request for Conditional Use Permit for Motor Vehicle and Recreation Equipment Sales at 7815 Riverdale Dr NW; Case of Lake Region RV
- Request for Site Plan Review of SuperAmerica in the COR TWO Plat
- Request for Sketch Plan Review of NORTHGATE ADDITION and Request for Site Plan Review and Conditional Use Permit for Place of Assembly for Northgate Performing

Arts Center on Outlot A, RAMSEY TOWN CENTER 14th ADDITION; Case of Northgate Church

- Consider Ordinance to Amend City Code Section 117-118 (The COR) Related to Off Street Parking, Master Site Plan, and Sub-District Boundaries
- Consider Amendment to Amend City Code Chapter 117, Article II, Division 8 (Signs)

Council Update

Rail Station Update. Some issues came up this week in regard to the project schedule. The communications equipment for the station (phones, video cameras, ticket vending data, fire alarm systems, etc.) may not be completed in time for completion of the station on November 14th as anticipated. However, all is being done to try to continue to meet the projected opening date. Also, a meeting was held with Met Transit to discuss supplemental bus service to the station. A noon time and evening bus will service the Ramsey station as a demonstration project for the first 18 months, adjustments to routes may be made based upon rider surveys.

Food and Clothing Drive. The Ramsey Police Explorer Post 3819 will be holding their 2nd annual food and clothing drive this year starting October 1st. If you have any question, please contact Kristin Camacho at 763-576-4304 or kcamacho@ci.ramsey.mn.us. *Attached to the Weekly Update is the Ramsey Police Explorer's 2nd Annual Clothing and Food Drive Flyer.*

Department Activities:

Building Maintenance

- Miscellaneous 2012 general election items
- Blow and sweep out ramp stairwells
- Start on fall HVAC maintenance

City Clerk

- In-person absentee voting began 9/21 – daily receiving ballots into the SVRS (Statewide Voter Registration System) – and weekly conducting ballot board and then accepting ballots into the SVRS. Completed Election Judge assignments.
- Council proclamation for Alexandra House sent Ms. Moore for display at their Walk for Hope
- Data requests (3)

Engineering

- Sunwood Drive / Armstrong Blvd: The new alignment of Sunwood Drive and Armstrong Boulevard (to the north) is open to traffic. The Contractor is now removing the pavement on the segment of Armstrong Boulevard south of Sunwood Drive to the match-in point near Highway 10. The construction on this segment will move rather quickly, with paving anticipated by the week of October 8th.

- Alpine Drive: The Contractor is currently working on the curb repairs and storm sewer. The clearing for the trail has also occurred. We anticipate milling of the bituminous pavement to occur towards the end of next week or the beginning of the following.

Finance

- Send Banking Services Request for Qualifications
- Open enrollment meeting for City health/dental coverage
- Prepare and send report to Anoka County regarding August special assessment prepayments
- Complete RALF property tax summary
- HRA/COR Revolving Fund Budgets
- 2013 Rates & Charges review

Fire

- Notable Responses
 - 9/24- Excavator on fire in pole barn in the 22300 block of Xenon St NW. Crew extinguished while keeping fire contained and eliminating possible extension to pole barn. Tall grass did ignite and additional crews extinguished grass fire.
 - 9/24- Mutual aid request by St Francis to assist with grass fire/structure fire. Crews assisted with extinguishment of grass fire and overhaul of pole building.
 - 9/25- Structure fire at the 19500 block of Nowthen Blvd. Passerby pulled resident from home before 911 call. Arriving crews extinguished fire and conducted a search of home for other occupants. No one else in home.
 - 9/26- Grass fire near the RR tracks in the 9200 block of Hwy 10. Units arrived to find fire extinguished by BNSF water rail car. BNSF was grinding the tracks which caused sparks to ignite the grass.
- Administration
 - Conducted fire investigations on excavator fire and residential structure fire
 - Attended AHIMT training in Bloomington
 - Finalized permit for fire pump testing
- Training this week: Medical Training: Mass & Gross Decontamination

HR

- Patrol Recruitment
- Personnel Related Work
- Preliminary Open Enrollment Work

IT

- Began development of a new PC Replacement plan that will detail PC replacements for (hopefully) the next five years.
- Server space! Sifted through the thousands of files that compose the I:, G: and H: drives. Certain departments and individuals will have responsibility for reclaiming some of the space on our server by eliminating unnecessary files (i.e. files of former employees) and duplicate files.
- Continued work on CRM (Citizen Request Management) project in an effort to implement this exciting system as soon as possible.

Parks

- Toro Ground master was down *again* due to another hydraulic fluid leak. (Out of service for three days)
- Deer repellent applied to all small trees in parks and boulevards to deter the deer from rubbing their antlers on the trees. This scraping off the bark of the tree can lead to the tree expiring over time or weakening which then makes it susceptible to disease or wind storms
- Park intern is working on pavement inventory of all 40+ miles of trails
- DOC – continued stripping all of the soccer fields at Central, Alpine, Elmcrest, The Draw and Rivers Bend. 20 soccer fields in total. Lake Itasca Boardwalk reconditioning to commence and continue every other week between field stripping
- The ARAA football organization is stripping the 2 football fields at Central themselves to help offset cost

Planning/Building

- Annual training and certification credits for Planners
- Setup for Recycle Day
- Implement mobile technology for field inspections

Police

- **Obituary Notice.** On Wednesday morning, at approximately 0145 hours, Officers received a call of a u-haul van that was seen driving slowly in the area of the 14100 blk of Argon St. The caller then reported seeing a light on in a residence where the owner passed away last week and should be empty. Officers arrived in the area and parked a block away so they could walk in on foot. Officers peaked through windows and observed two males dressed in black hooded sweat shirts and gloves moving items around the house. While officers were waiting for back-up units to arrive, the males suddenly exited the residence. The first suspect fled on foot and was chased down by Officer Dixon. (Ramsey fitness program paying off!) The second suspect was grabbed as he exited the house, assisted to the ground and arrested by Officer Curtis. Both suspects were booked into jail on burglary charges.

A cell phone was located on one of the suspects with a txt on it, "911", that was sent as officers arrived. The "look-out" person and van was not located. Both suspects were from the St. Paul area and the GPS on the cell phone had the Ramsey address in it. The obituary was in the paper last week.

Investigators will be looking for other burglaries around the metro that have the similarities to this case. They will also be attempting to locate the u-haul and driver.

- **Tobacco Checks 100%.** As required by State Statute, the Ramsey Police Department conducted tobacco compliance checks of the 12 retail locations within the City that sell tobacco. A minor entered each location and was denied sale of tobacco at all locations. Congratulations to all the retail locations for passing the compliance check.

- **Juvenile Diversion.** Chief Way presented on the topic of "Choices" to 13 youth that are currently enrolled in the North Star Juvenile Diversion Program. The program is for first time juvenile offenders of minor offenses and serves as an alternative to the juvenile court system.
- **Recreational Vehicle Numbers.** So far the Police Department has issued 100 Recreational Vehicle Permits with 4 additional permits pending. All-Terrain Vehicles account for 88 of the permits and 12 have been issued for golf carts. Officers are reporting very few recreational vehicles being seen out and about.
- **Drug Warrants.** The Anoka Hennepin Drug Task Force executed warrants at two locations in the City of Ramsey on Thursday. The warrants ended months of investigation that ended with two arrests. Cocaine and marijuana was located along with multiple pills. Several guns, cash and 3 vehicles were seized at one of the locations. The cases are still active and no other information is available at this time.

Utilities

- Crews finished our Sanitary sewer televising program for 2012 and all data was downloaded to a compact flash card for further review when time allows, all televising equipment was removed from the jetter truck and put away for the season.
- All water main flushing hydrant signs were updated with the fall flushing dates and will be placed in various locations on the west side of town since this is where all the first week of water main flushing will occur crews will start the morning of October 1st and should finish the program by the 19th of October.

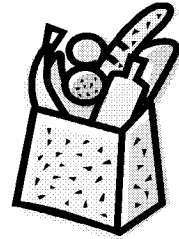
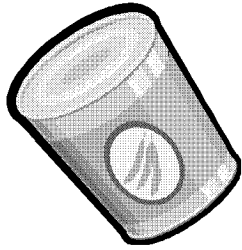
Save the Date:

Best regards,



Kurtis G. Ulrich
City Administrator

Attachments: Ramsey Police Explorer's 2nd Annual Clothing and Food Drive Flyer



Ramsey Police Explorer's

2nd Annual

Clothing and Food Drive

October 1st - Nov. 15th

Drop off location:

**Ramsey Police Department's front lobby
7550 Sunwood Drive Ramsey, MN**

**All donations will go to ACBC Food Shelf
in Anoka, serving families in Ramsey**

Questions call Kristin Camacho

763-427-6812