

TABLE OF CONTENTS

1. CALL TO ORDER 2

2. PRESENTATION..... 2

3. CITIZEN INPUT 3

4. CONSENT AGENDA 3

5. APPROVE AGENDA 3

6. PUBLIC HEARING 4

7. COUNCIL BUSINESS..... 4

 7.01: 2013 Council Organization 4

 7.02: Approve Consultant Proposal for Three-Year Strategic Action Plan, Governance
Plan, and Organizational Assessment 4

 7.03: Authorize Renewing and Northwestern Anoka County Community Consortium
(NWACCC) Joint Powers Agreement 5

 7.04: Schedule Joint City Council Meeting with City of Anoka 5

 7.05: Adopt Resolution #13-01-002 Decertifying Tax Increment Financing District #10.. 5

 7.06: Authorize Extension of Agreement with OPUS 21 for Utility Billing Services 6

 7.07: Adopt Resolution Accepting Feasibility Report and Ordering Plans and
Specifications for Riverdale Drive Reconstruction and Extension..... 6

 7.08: Approve First Amendment to Amended and Restated Parking Use and Maintenance
Agreement – Ramp A 7

 7.09: Consider Offer to Purchase Surplus City Owned Land – Windsorwood Property –
(Portions were closed to the public)..... 7

8. MAYOR, COUNCIL AND STAFF INPUT 8

9. ADJOURNMENT 8

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

The Ramsey City Council conducted a regular meeting on Tuesday, January 8, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Randy Backous
Councilmember David Elvig
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Jason Tossey

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Dean Kapler
Police Chief James Way
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
City Clerk Jo Ann Thieling
Development Services Manager Timothy Gladhill
Management Analyst Patrick Brama
City Attorney William Goodrich
Development Manager Darren Lazan
Interim Engineer Shane Nelson

1. CALL TO ORDER

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:00 p.m. and led in the Pledge of Allegiance.

2. PRESENTATION

2:01 Oath of Office

City Attorney Goodrich issued the Oath of Office to Mayor Strommen, Councilmembers Kuzma, LeTourneau, and Riley.

3. CITIZEN INPUT

John Dehen, 14806 Bowers Drive, noted the City will receive federal money in 2016 to construct a trail to the boat landing. He asked the Council to consider directing the Public Works Department to mow a four-foot wide swath in the ditch from Beatty Drive to Bowers Drive and then to Llama Street to provide safe bicycle travel until the trail is constructed.

Mayor Strommen referred this suggestion to the Public Works Committee

4. CONSENT AGENDA

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

- 4.01: Receive Cash and Investments for Period Ending November 30, 2012
- 4.02: Receive November 2012 Financial Reports – General Fund and Enterprise Funds
- 4.03: Adopt Resolution #13-01-006 Not Waiving Statutory Tort Limits
- 4.04: Adopt Resolution #13-01-010 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 6, 2012, through December 28, 2012
- 4.05: Adopt Resolution #13-01-015 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 29, 2012, through January 3, 2013.
- 4.06: Adopt Resolution #13-01-001 Approving the City of Ramsey's 2014 Budget Calendar
- 4.07: Adopt Resolution #13-01-011 Authorizing Partial Payment to North Valley, Inc., for IP 12-23 Alpine Drive Reconstruction
- 4.08: Adopt Resolution #13-01-013 Authorizing Partial Payment to North Pine Aggregate for IP 12-20; Sunwood Drive Realignment
- 4.09: Adopt Resolution #13-01-014 Authorizing Partial Payment to North Pine Aggregate, Inc. for IP 12-28; Rum River Hills Sewer Replacement
- 4.10: Adopt Resolution #13-01-012 Authorizing Final Payment to Allied Blacktop for IP 12-00 2012 Street Maintenance Program
- 4.11: Adopt Resolution #13-01-007 Warranting 2013 Restroom and Shelter Construction for Riverdale Park as Local Match for the Mississippi River Trail Grant

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, Tossey, Backous, Kuzma, LeTourneau, and Riley. Voting No: None.

5. APPROVE AGENDA

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to approve the agenda as presented.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Kuzma, Backous, Elvig, Riley, and Tossey. Voting No: None.

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: 2013 Council Organization

City Clerk Thieling reviewed the staff report.

Motion by Councilmember Elvig, seconded by Councilmember Tossey, to adopt Resolution #13-01-009 for 2013 Council Organization designating the *Anoka County Union* as the City of Ramsey's official newspaper; Resolution #13-01-003 Designating Financial Institutions as Official Depositories of City Funds for 2013; Resolution #13-01-005 Designating Bank of the West as Official Financial Institution for the City of Ramsey Banking Services for the Year 2013; and, Resolution #13-01-004 Authorizing Signatures for Financial Transactions.

Further discussion: Councilmember Tossey noted State law requires the City to publish its legal notices in a newspaper; however, the City has the ability to publish such notices electronically. He stated the Council had asked Representative Jim Abeler to address this issue during the next Legislative session and encouraged residents to contact their legislators so the City is not forced to subsidize newspapers in this way.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, Tossey, Backous, Kuzma, LeTourneau, and Riley. Voting No: None.

7.02: Approve Consultant Proposal for Three-Year Strategic Action Plan, Governance Plan, and Organizational Assessment

City Administrator Ulrich reviewed the staff report.

Councilmember Tossey indicated that while he agrees with many of the objectives, he intends to oppose the motion, thinking it is premature to spend \$37,000 without first understanding whether this is an issue. However, if approved, he looks forward to working with Ms. Duckor.

Councilmembers Elvig, Kuzma, and Riley advocated for approval since the City, its staff, and Boards and Commissions are in a precarious position. Ms. Duckor was asked how the process will assure that those involved will be comfortable expressing concerns.

Anita S. Duckor, Duckor & Associates, described the one-on-one interviews and on-line survey processes that would assure all are heard and comfortable providing input.

Mayor Strommen stated she had the pleasure of working with Ms. Duckor previously and seen the successful outcome of this process. She noted the important parts of the Strategic Plan are the performance measurements to help create transparency with residents, provide a public plan of direction, and accountability to show how much progress is being made.

Motion by Councilmember Elvig, seconded by Councilmember LeTourneau, to approve the proposal of Anita S. Duckor, Duckor & Associates, for a Three-Year Strategic Action Plan, Governance Plan, and Organizational Assessment dated January 1, 2013, in the amount of \$37,500.

Further discussion: Councilmember Tossey noted that when Ms. Duckor served as an elected body, she had offered to cut her salary when the budget was tight and he found that to be admirable. Ms. Duckor explained that occurred while she served on the Minneapolis Public Library Board and had also supported a merge with the Hennepin County Library System when it was found there was no tax base support, which eliminated a governing body.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, LeTourneau, Backous, Kuzma, and Riley. Voting No: Councilmember Tossey.

7.03: Authorize Renewing and Northwestern Anoka County Community Consortium (NWACCC) Joint Powers Agreement

City Administrator Ulrich reviewed the staff report.

Motion by Councilmember LeTourneau, seconded by Councilmember Backous, to authorize renewing the Joint Powers Agreement with the Northwest Anoka County Community Consortium, subject to an amendment reflecting member representation of four members and an alternate.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Backous, Elvig, Kuzma, Riley, and Tossey. Voting No: None.

7.04: Schedule Joint City Council Meeting with City of Anoka

City Administrator Ulrich reviewed the staff report.

The Council discussed availability and suggested that in the future when Ramsey is hosting, the meeting be scheduled on a Tuesday.

Motion by Councilmember Elvig, seconded by Councilmember Riley, to schedule a joint City Council meeting with the City of Anoka for Monday, March 11, 2013, at a time and location to be determined.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, Riley, Backous, Kuzma, LeTourneau, and Tossey. Voting No: None.

7.05: Adopt Resolution #13-01-002 Decertifying Tax Increment Financing District #10

Finance Director Lund reviewed the staff report and answered questions of the Council related to use of District #10 increments to construct 144th Avenue and its infrastructure.

Motion by Councilmember Tossey, seconded by Councilmember Kuzma, to adopt Resolution #13-01-002 Decertifying Tax Increment Financing District #10 and Returning Excess Increment to Other Taxing Jurisdictions.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Tossey, Kuzma, Backous, Elvig, LeTourneau, and Riley. Voting No: None.

7.06: Authorize Extension of Agreement with OPUS 21 for Utility Billing Services

Finance Director Lund reviewed the staff report.

City Attorney Goodrich recommended adding language to the motion indicating: “with options to be exercised at the sole discretion of the City.”

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to adopt Resolution #13-01-007 Authorizing Extension of Contract with OPUS 21 for a period of 36 months beginning February 7, 2013, with two (2) one-year renewal options, as amended to add: “with options to be exercised at the sole discretion of the City.”

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Backous, Kuzma, Elvig, LeTourneau, Riley, and Tossey. Voting No: None.

7.07: Adopt Resolution Accepting Feasibility Report and Ordering Plans and Specifications for Riverdale Drive Reconstruction and Extension

Interim Engineer Nelson reviewed the staff report and answered questions of the Council. He noted that if the feasibility report is approved, it would also accept the recommendation that the City proceed with the established method of connection charges. He noted the Council can change that direction at any time.

The Council discussed the method to recoup infrastructure costs since the Charter does not require connection. It was noted that with connection charges, the cost is paid by the developer or business as they develop.

Finance Director Lund and City Administrator Ulrich answered questions of the Council relating to the connection fee, which is based on the trunk charges at the time of connection and adjusted annually for inflation. Finance Director Lund indicated the Water Fund balance (after deducting the water treatment plant) is \$9 million and the Sewer Fund balance is \$6 million.

Motion by Councilmember Riley, seconded by Councilmember Elvig, to adopt Resolution #13-01-016 Accepting the Feasibility Report and Ordering Plans and Specifications for Riverdale Drive Reconstruction and Extension.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Elvig, Backous, Kuzma, LeTourneau, and Tossey. Voting No: None.

7.08: Approve First Amendment to Amended and Restated Parking Use and Maintenance Agreement – Ramp A

Development Manager Lazan reviewed the staff report and answered questions of the Council. He reviewed the number and types of parking stalls, noting that initially there is a margin with which to work. However, it needs to be monitored should a use exceed allocated stalls.

Councilmember LeTourneau asked staff to provide additional information on when the EDA had considered and approved the initial amendment.

The Council acknowledged the importance of these parking spaces going forward, whether allocated or unallocated.

With regard to cost sharing of maintenance and repairs, Development Manager Lazan advised that Flaherty and Collins is making its first payment on shared maintenance costs, even before residents move in.

The Council discussed whether the language on Page 2 of the amendment, Item 4, Amendment to Section 6, relating to maintenance of the public ramp in a manner consistent with other parking public parking ramps was consistent. Staff was asked whether there is a standard definition for maintenance of a public parking ramp.

City Attorney Goodrich agreed the language could be more specific.

Development Manager Lazan relayed his discussion with Tom Bray (Briggs & Morgan) and indicated they were unable to find readily available standards for maintenance of a parking ramp so the wording “in a manner normal” had been included to assure the City can control the level of maintenance. He indicated staff could look at that issue going forward since aging ramps require more maintenance.

The Council supported staff drafting language that better defined parking ramp maintenance and aesthetics, noting it could become an issue with PUMA partners.

Motion by Councilmember Elvig, seconded by Councilmember Backous, to approve the First Amendment to the Amended and Restated Parking Use and Maintenance Agreement for Ramp A, subject to final modification and approval by HRA legal counsel, and authorize and direct the agreement to be executed by the Mayor and City Administrator, and recorded.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, Backous, Kuzma, LeTourneau, Riley, and Tossey. Voting No: None.

7.09: Consider Offer to Purchase Surplus City Owned Land – Windsorwood Property – (Portions were closed to the public)

Management Analyst Brama reviewed the staff report.

Development Services Manager Gladhill advised the subject site is zoned R-1 Residential, requiring a minimum lot size of 2.5 acre lots and he thinks additional subdivision would be unlikely.

City Attorney Goodrich advised that under Minnesota Statutes, Section 13D.05, Subd.3(c), the meeting can move into closed session to discuss confidential or non-public appraisal data and sale negotiations. He indicated closed session discussion will relate to sale of property at 178th Avenue and Vicuna Street, known as the Windsorwood property, which has been identified as surplus City owned land. The closed session will be tape recorded and that tape will be maintained for a period of eight years.

Finance Director Lund advised the sale proceeds would be designated for the Park Trust Fund.

Motion by Councilmember Backous, seconded by Councilmember Elvig, to move to Closed Session to discuss confidential negotiations.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Backous, Elvig, Kuzma, LeTourneau, Riley, and Tossey. Voting No: None.

The City Council meeting moved into a Closed Session at 8:19 p.m.

The City Council reconvened in Open Session at 8:45 p.m.

City Attorney Goodrich stated the Council held discussion on an offer received and by consensus, directed staff to continue to negotiate the sale of a parcel located at 178th Avenue and Vicuna Street, known as the Windsorwood property.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Mayor Strommen announced upcoming events and the official recognition on January 22, 2013, for former Mayor Ramsey, and Councilmembers McGlone and Wise.

9. ADJOURNMENT

Motion by Councilmember Tossey, seconded by Councilmember LeTourneau, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:50 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.