



CC Work Session

2. 2.

Meeting Date: 08/23/2011
By: Jo Thieling, Administrative Services

Title:
Delegate Management of City Hall Lobby Area to the Ramsey Foundation

Background:
Staff has received a request through Mayor Ramsey to bring forward a discussion regarding exhibits in the City Hall lobby area. He is suggesting the management of displays and exhibits be delegated to The Ramsey Foundation. Anticipating Council favor, staff has placed an item on tonight's Consent Agenda for formal action. If Council determines they are not in favor of delegating the management of the lobby area to The Ramsey Foundation, that item may be pulled from the Consent.

Funding Source:
N/A

Council Action:
Based upon discussion.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Jo Thieling	08/18/2011 04:02 PM
Form Started By: Jo Thieling		Started On: 08/18/2011 03:18 PM
Final Approval Date: 08/18/2011		

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MINUTES

2) Delegate Management of City Hall Lobby Area to the Ramsey Foundation

Deputy City Administrator Nelson reviewed the staff report.

Mayor Ramsey explained the function of The Foundation. He suggested some of the committees may like to have displays in the lobby from time to time, but someone must manage the displays and calendar. He suggested other uses for the area, including putting a numbering machine from the license bureau there for people to wait their turn in the lobby. Another use could be putting a monitor out there and information on community groups, so people could flip through while waiting their turn.

Councilmember McGlone stated there are certain groups that the City could not allow to use the space, and this should be discussed in more detail.

Mayor Ramsey noted a policy could be drawn to determine what could be displayed in the lobby.

Direction was given to staff to draw a policy related to what could be displayed in the lobby, and the Council will review it.

3) Approve Contract Maintenance Services for The Draw

Parks Supervisor Riverblood reviewed the staff report. He noted after reviewing the costs for staff to handle the maintenance, the total came to \$13,211.70. The low bidder for contract maintenance services as \$14,080. He noted staff is recommending going forward with the contract for various reasons. The cost of training staff, plus the costs of purchasing and maintaining equipment takes staff away from the current duties they are keeping up. One full time employee resigned and it is not feasible to replace that position in this environment.

Councilmember McGlone noted if the staff handles the maintenance, a building would be needed as well as insurance and the ability to handle repairs.

Councilmember Strommen suggested trying the contracted maintenance for a year and evaluate then. She noted there are hidden costs in hiring contractors as well.

Consensus was reached to approve staff to enter into an agreement for Contracted Maintenance for The Draw, with Prescription Landscape.

FUTURE TOPICS FOR DISCUSSION

1) Review Future Topics/Calendar

Deputy City Administrator Nelson reviewed upcoming topics and events.

MAYOR, COUNCIL AND STAFF INPUT

None