

**City of Ramsey**  
**Agenda**  
**City Council Work Session**  
**Tuesday, December 10, 2013**  
**5:30 pm**  
**Lake Itasca Room 7550 Sunwood Drive NW**

**1. Call to Order**

**2. Topics for Discussion**

1. Discuss Alternative Language for Proposed Charter Amendment to Chapter 10
2. Continued Discussion of 2014 General Fund Budget and Levy
3. Discussion on Boards and Commissions Re-appointments
4. Discussion Regarding 2014 Union Health Insurance Re-opener for AFSCME, LELS-Patrol and LELS-Sergeants (Discussion Closed to the Public)

**3. Topics for Future Discussion**

**4. Mayor/Council/Staff Input**

**5. Adjournment**

- **Tree Lighting Ceremony will take place in front of City Hall at 6:30 p.m.**  
**Mayor Strommen would like to honor former Councilmember David Jeffrey by having him light the tree.**

Meeting Date: 12/10/2013

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### Information

**Title:**

Discuss Alternative Language for Proposed Charter Amendment to Chapter 10

**Purpose/Background:**

Purpose: The purpose of this report is to discuss alternatives to the language proposed by the Charter Commission for an amendment to Chapter 10 of the City's Charter titled Franchises.

Background: The Charter Commission met on October 21, 2013, to discuss the pending franchise fee ordinances. After discussing various revenue issues, the Commission approved an amendment to the Charter to be submitted to the Council. The proposal added language as follows: Subject to any applicable state statutes, the council may by ordinance regulate and control the exercise of any franchise, including the maximum rates, fares, or prices to be charged by the grantee, except that any franchise fees imposed under applicable state statutes must be limited to defraying increased municipal costs accruing as a result of utility operations and may not be used to raise general revenue. (The rest of Section 10.4 would remain the same.)

This amendment was submitted to the Council pursuant to Minnesota Statutes section 410.12, subdivision 7, which allows the Council to enact the amendment by ordinance. The statutory process and time line notes the following: October 22 - Council received proposed amendment from the Charter Commission. November 22, 2013, deadline for publishing notice of public hearing. Notice was published in the November 22 edition of *The Anoka County Union*, the City's official newspaper. The public hearing is being held this evening during the regular City Council meeting.

A joint meeting with City Council and the Charter Commission was held on Tuesday, November 19 for the purpose of discussing viable options for funding sources for road reconstruction. Funding Sources mentioned were: Franchise Fees, Assessments, General Property Tax Levy, General Obligation Bonds, TIF, Grants and Use of MSA Dollars. It was determined the top three most viable options were Franchise Fees, Assessments, and General Property Tax Levy. Pros and cons were discussed for each of the three options as well as solutions. (The list is attached to this report.)

The common interest was in limits and that the franchise fee ordinance language may not be enough of a protection for the residents in itself. The Council and Charter Commission discussed drafting language for the Charter that would place a moratorium on assessments while franchise fees are in place, placing a limit on franchise fees - amount and length of time, and reporting requirements (e.g., annual report on franchise fees).

Staff is of the opinion that the term "...defraying increased municipal costs accruing as a result of utility operations..." in the current Charter Commission proposal is difficult to interpret and, therefore, might be narrowly or broadly defined, and subject to criticism from both sides of the issue. Consequently, staff would recommend more quantifiable language if any restrictions to the fee were to be put in place.

Also attached is the ordinance amending the Charter recommended by the Charter Commission that will be presented at the City Council meeting for introduction.

The City Council previously considered the following franchise fee restrictions via ordinances:

- Special assessments must no longer be levied to help fund street maintenance projects.
- Franchise fee revenues must be dedicated only to long-term street maintenance program projects.

*Purpose. The Ramsey City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City. Pursuant to the Franchise Agreement the City has the right to impose a franchise fee on Company. All franchise fee revenues generated through this ordinance shall be collected in lieu of special assessments for street maintenance projects, and shall be dedicated only to long-term street maintenance program projects including pavement preservation and street reconstruction projects.*

- Five (5) year sunset terms must be used for any new franchise fee ordinance.

*Effective Date. This ordinance takes effect as provided by the City Charter. This ordinance shall terminate 5 years from the date passed and adopted by the City. If the termination date falls within the middle of a 3 month collection period, the ordinance shall terminate at the end of the collection period.*

- An equitable rebate program must be implemented to prevent anyone paying an assessment levied with a street maintenance project, or who pre-paid their assessment but would otherwise still be paying, from paying franchise fees on top of assessments.

*Rebate Program. The City will rebate the lesser annual amount paid for franchise fees versus special assessments over the remaining term of the special assessments, regardless if the assessment was pre-paid or is currently being paid through property taxes. Rebates will be in the form of a credit to the fourth quarter municipal utility bill of qualifying property addresses. This rebate program applies strictly to qualifying property addresses during the effective term of their current assessment or this ordinance, whichever expires first.*

- Franchise fee revenues must cover the shortfall amount of \$1,700,000 so it was proposed each gas and electric utility be charged \$8 per month per account across all commercial, industrial, and residential properties. If the Council were to consider a recommendation for an alternative Charter amendment, the following quantifiable provisions could be considered.

- % of annual levy cap (e.g., revenue collected via the franchise fee shall not exceed 20% of the City's annual levy).
- Defined dollar amount (e.g., revenue collected via franchise fees shall not exceed \$1.7 million annually).
- % of utility gross revenues (e.g., revenue collected via franchise fees shall not exceed 10% of the utility's gross revenue).
- Phase-out over 5 years (e.g., 100% year 1, 80% year 2, 60% year 3, and so on)
- Require that any fee be proportional to property value. (e.g., lower valued properties would be charged lower fees)

**Timeframe:**

Approximately 30 minutes.

**Funding Source:**

**Responsible Party(ies):**

City Council and City Attorney

**Outcome:**

To direct the City Attorney to draft a proposed alternative Charter amendment that may define different parameters within the Charter in regard to franchise fees and/or special assessments, based upon discussion.

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**Attachments**

Funding Options

Ordinance

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**Form Review**

**Inbox**

Joe Langel

Kurt Ulrich

Kurt Ulrich

Form Started By: Jo Thieling

Final Approval Date: 12/05/2013

**Reviewed By**

Joe Langel

Kurt Ulrich

Kurt Ulrich

**Date**

11/20/2013 08:56 PM

11/21/2013 03:41 PM

12/05/2013 04:49 PM

Started On: 11/20/2013 12:35 PM

# Franchise Fees

## Pros

- Taxes non-profits
- No assessments
- Subject to referendum (accountable)
- Dedicated, restricted source of funds
- Predictable/even fee

## Cons

- Taxes non-profits
- Not tax deductible
- Inequality (e.g. not everyone has all utilities and some have multiple meters)
- Regressive tax
- Subject to referendum (Reliability)
- Same impact as tax
- Not as transparent as property tax
- Commercial fee not proportioned to traffic

## Solutions

- Higher commercial rate
- Limits within Charter re franchise fees
- Charge only for electric utility
- Current charter proposed
- Franchise fee reporting requirements

# Assessments

<u>Pros</u>	<u>Cons</u>
<ul style="list-style-type: none"> <li>• City has to show value equals assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Current percent too high</li> </ul>
<ul style="list-style-type: none"> <li>• City could use G.O. Bonds</li> </ul>	<ul style="list-style-type: none"> <li>• Counter petition percentage too low</li> </ul>
<ul style="list-style-type: none"> <li>• Transparent (Nexus is clear)</li> </ul>	<ul style="list-style-type: none"> <li>• City needs to show value</li> </ul>
	<ul style="list-style-type: none"> <li>• Burden/expensive</li> </ul>
	<ul style="list-style-type: none"> <li>• Abrupt/surprise</li> </ul>
	<ul style="list-style-type: none"> <li>• Arbitrary (based on frontage)</li> </ul>
	<ul style="list-style-type: none"> <li>• Can't cover full amount - non-sustainable</li> </ul>
	<ul style="list-style-type: none"> <li>• Inefficient (petitions)</li> </ul>
<u>Solutions</u>	
<ul style="list-style-type: none"> <li>■ Moratorium on road assessments during franchise fees</li> <li>■ Need for additional funding</li> <li>■ Charter amendment to increase petition threshold</li> <li>■ Lower percent of Charter - estimate fixed percent</li> </ul>	

# General Property Tax Levy

## Pros

- Equitable - tied to value
- Tax deductible
- Hold elected accountable
- More transparent

## Cons

- Levy limits
- High impact to commercial/industrial
- Property values fluctuate

## Solutions

- Dedicate portion of General Fund by Charter
- Increase levy to phase out franchise fees over time

**ORDINANCE #13-26**

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

**AMENDMENTS TO CHAPTER 10 OF THE HOME RULE CHARTER OF THE CITY OF RAMSEY. SAID AMENDMENTS RELATE GENERALLY TO FRANCHISES.**

**THE CITY OF RAMSEY ORDAINS.**

**SECTION 1. AUTHORITY:**

This Ordinance is enacted pursuant to Minnesota Statutes §410.12, Subd. 7.

**SECTION 2. AMENDMENT.**

Section 10.4 of the Home Rule Charter of the City of Ramsey is hereby amended to provide as written below:

**CHAPTER 10  
FRANCHISES**

**Section 10.4 Power of Regulation Reserved.** Subject to any applicable state statutes, the council may by ordinance regulate and control the exercise of any franchise, including the maximum rates, fares, or prices to be charged by the grantee, except that any franchise fees imposed under applicable state statutes must be limited to defraying increased municipal costs accruing as a result of utility operations and may not be used to raise general revenue. No franchise value shall be included in the valuation of the grantee's property in regulating utility rates, fares, or prices under any applicable state or municipal law, or regulation, or in proceedings for municipal acquisition of the grantee's property by purchase or eminent domain.

**SECTION 3. EFFECTIVE DATE.**

This Ordinance shall become effective 90 days after its passage and publication subject to the provisions of Minnesota Statutes §410.12, Subd. 7.

**PASSED** by the City Council of the City of Ramsey, Minnesota, the \_\_\_\_ day of \_\_\_\_\_, 2013/14

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Date recommend by Charter Commission: October 22, 2013

City Council Introduction date: \_\_\_\_\_

Posting dates: \_\_\_\_\_

Public hearing publication date: November 22, 2013

Public hearing date: December 10, 2013

Adoption date: \_\_\_\_\_

Publication date: \_\_\_\_\_

Effective date: \_\_\_\_\_

Meeting Date: 12/10/2013

**Information**

**Title:**

Continued Discussion of 2014 General Fund Budget and Levy

**Purpose/Background:**

Purpose: Final discussion of the 2014 General Fund Budget and Levy prior to the Truth and Taxation public meeting and scheduled adoption at tonight's City Council meeting.

At the last budget worksession staff had been directed to reduce the levy/budget by \$159,000 to obtain the same tax rate as adopted 2013. Staff has met this direction and would like to go over the \$159,000 in reductions to reach a proposed 2014 tax rate of 44.284% (44.288% in 2013). Proposed reductions are attached.

Staff also received a summary of neighboring cities in regard to their proposed 2014 tax rates. You will note that Ramsey falls right in the middle and is close to the average proposed tax rate. Obviously, a variety of factors will impact the City's tax rate; including such things as service demand, taxable market value, level of local government aid, and other supplemental income such as franchise fees. A copy of the summary is attached.

**Timeframe:**

15 minutes

**Funding Source:**

**Responsible Party(ies):**

City Administrator and Finance Director

**Outcome:**

Accept the Proposed 2014 General Fund Budget and Levy as presented for adoption at tonight's City Council meeting.

**Attachments**

\$159,000 Reductions

Tax Rate Comparisons

**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 12/05/2013

**Reviewed By**

Kurt Ulrich

**Date**

12/05/2013 03:27 PM

Started On: 12/03/2013 09:38 AM

2014 PROPOSED GENERAL FUND BUDGET

Finance Committee Recommendation of November 12, 2013:

Tax Capacity Options:	Tax Capacity Rate	Preliminary Levy Adopted	Additional Levy Reduction	Amended Levy	Amended Tax Capacity Rate
Option A: 2013 Adopted	44.288%	\$	(159,000)	\$ 8,564,341	44.284%
Option B: 2014 Estimated for Preliminary	43.370%	\$	(341,000)	\$ 8,382,341	43.367%
Option C: 2014 Preliminary per County #'s	45.095%	\$ 8,723,341	\$ -	\$ 8,723,341	45.095%

Option A Was Selected at the Worksession of November 26, 2013

Possible Additional Levy Reduction Items

**Personnel Savings:**

Salary for non-union to 2% and health election adjustments that closed Dec 4 (27 waivers vs 13 waivers in 2013)	\$	(65,485)
Staffing: Retirement/Resign & Staff Replacement at lower steps	\$	(55,498)
Economic Development Manager Salary budgeted for 2014 (reduce 2014 EDA Levy)	\$	(8,689)
Economic Development Manager Savings from 2013 (reduce 2014 levy)	\$	(6,262)
<b>Total Personnel Savings</b>	\$	<b>(135,934)</b>

**Strategic Planning Items:**

Communications \$50,000 original request- will be used to update/develop an in-depth community profile & Update City Marketing Posters	\$	(18,250)
Office Assistant ( 25 hours week) Begin March 1	\$	(4,816)
<b>Total Strategic Planning Items</b>	\$	<b>(23,066)</b>

**Total Personnel Savings & Strategic Planning Items**

**\$ (159,000)**

**Other Possible Savings:**

HRA County Fund Request of \$215,561 - Won't know outcome of request until after budget/levy adoption

## Tax Rate Comparisons Between Cottage Grove and Similar Cities 1997-2013 and 2014

Cities	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 p			
Andover	19.80	21.70	20.10	22.45	22.40	33.13	33.04	31.21	31.08	31.56	31.00	31.27	32.04	36.88	38.41	42.09	40.72	43.79	Brooklyn Center	74.02	45.02
Anoka	22.91	24.94	28.38	26.66	25.57	40.90	43.89	41.06	37.54	38.74	37.33	37.04	37.64	40.36	43.02	50.37	54.01	50.00	Hastings	66.71	45.02
Apple Valley	26.63	31.27	32.29	29.10	31.32	45.94	41.58	40.00	36.75	35.69	34.89	35.54	37.08	39.29	42.39	44.11	49.21	47.84	Richfield	64.19	45.02
Blaine	18.23	18.88	23.30	21.71	22.74	37.23	35.48	33.35	31.33	31.23	29.66	29.13	29.47	29.82	32.80	33.56	36.74	36.30	Golden Valley	61.82	45.02
Brooklyn Center	32.27	34.55	36.27	34.64	36.05	57.70	52.79	52.44	50.49	46.93	45.36	45.08	47.52	52.37	57.22	64.36	71.07	74.02	South St. Paul	60.79	45.02
Champlin	18.40	26.88	26.32	25.64	26.20	42.36	38.57	35.74	32.86	32.64	32.53	32.86	34.17	34.96	39.21	41.20	44.77	44.73	New Hope	58.57	45.02
Chanhassen	27.53	29.97	27.89	26.89	26.51	37.82	39.05	32.92	28.12	26.64	23.80	23.73	23.12	25.18	26.60	28.53	28.43	27.50	Crystal	54.81	45.02
Chaska	14.42	14.11	14.12	14.07	19.84	19.70	19.23	19.87	20.19	20.13	19.82	19.42	20.43	21.88	23.48	25.78	28.08	26.53	Savage	54.55	45.02
<b>Cottage Grove</b>	<b>26.97</b>	<b>26.50</b>	<b>29.64</b>	<b>27.72</b>	<b>27.40</b>	<b>47.52</b>	<b>42.08</b>	<b>43.66</b>	<b>39.17</b>	<b>37.92</b>	<b>36.19</b>	<b>35.19</b>	<b>34.61</b>	<b>35.40</b>	<b>38.25</b>	<b>41.45</b>	<b>45.05</b>	<b>43.73</b>	Anoka	50.00	45.02
Crystal	25.80	27.31	28.05	26.54	25.87	43.36	39.46	40.22	38.33	36.75	37.17	35.44	38.51	44.11	47.35	51.34	56.15	54.81	Maplewood	49.48	45.02
Eden Prairie	26.21	27.80	25.36	25.33	24.10	37.61	35.19	32.94	30.60	28.56	28.05	26.99	28.03	28.51	31.03	33.04	34.40	34.44	St. Louis Park	48.49	45.02
Edina	15.63	16.82	17.81	17.67	17.23	27.81	27.14	25.56	24.08	22.61	21.15	21.20	22.41	22.67	24.66	26.25	27.22	27.80	Apple Valley	47.84	45.02
Fridley	16.58	17.19	18.33	17.07	16.35	29.91	28.62	30.25	33.56	31.94	31.35	30.32	28.68	30.17	36.99	39.62	47.36	47.80	Fridley	47.80	45.02
Golden Valley	27.47	30.12	32.26	30.80	26.79	51.49	46.95	45.44	45.30	43.31	41.29	42.99	45.88	48.18	53.06	55.80	58.20	61.82	Rosemount	47.78	45.02
Hastings	37.88	42.70	41.87	38.09	33.15	58.66	50.08	50.11	50.52	49.82	49.24	49.47	49.72	47.66	55.20	66.08	68.55	66.71	Inver Grove Heights	46.75	45.02
Inver Grove Heights	23.51	24.16	25.73	25.21	25.10	44.64	40.89	39.90	37.34	35.55	36.51	37.40	38.84	30.41	43.17	44.88	46.31	46.75	Lino Lakes	46.67	45.02
Lakeville	18.20	19.01	19.12	19.47	20.08	34.54	32.94	30.05	31.33	31.61	31.58	34.19	34.10	33.99	38.25	39.05	41.23	41.26	Ramsey	45.10	45.02
Lino Lakes	31.16	30.44	36.04	35.96	35.90	53.08	47.60	42.29	42.22	41.40	39.00	39.00	38.57	37.81	42.04	42.89	46.77	46.67	Champlin	44.73	45.02
Maple Grove	24.15	25.10	26.37	26.08	23.78	37.05	35.20	32.98	30.67	30.23	32.89	29.32	31.18	33.79	36.71	39.45	42.14	42.12	Andover	43.79	45.02
Maplewood	21.31	20.89	21.02	20.65	19.97	35.44	36.32	35.68	34.23	31.95	31.95	30.80	33.95	35.30	39.05	44.06	48.66	49.48	<b>Cottage Grove</b>	<b>43.73</b>	45.02
Minnnetonka	18.37	19.10	20.03	19.53	18.01	30.99	30.94	29.88	28.81	28.60	28.42	27.57	28.81	30.74	33.51	35.38	37.00	37.56	Maple Grove	42.12	45.02
New Brighton	17.74	19.55	20.28	20.39	30.39	38.88	35.85	35.80	33.81	34.14	33.02	37.24	33.88	36.70	37.87	41.42	41.97	38.81	Shakopee	41.40	45.02
New Hope	24.04	28.11	29.43	27.70	34.33	53.60	49.59	48.93	46.09	42.10	42.10	41.69	41.92	45.72	48.94	54.81	58.81	58.57	Lakeville	41.26	45.02
Oakdale	23.36	24.70	25.13	26.29	25.00	42.09	39.27	31.00	34.16	32.01	29.10	30.21	30.58	32.98	35.87	39.25	44.07	41.10	Oakdale	41.10	45.02
Prior Lake	32.72	34.69	34.10	32.32	26.41	39.89	38.61	34.43	32.47	31.30	28.43	28.06	27.91	29.39	30.71	29.74	31.89	31.80	Roseville	40.05	45.02
Ramsey	20.45	21.53	22.98	24.11	27.62	41.12	39.35	37.44	38.18	39.35	39.22	39.28	39.40	37.69	39.80	44.17	44.29	45.10	New Brighton	38.81	45.02
Richfield	25.65	27.12	28.59	26.78	25.85	51.72	38.99	40.51	38.87	39.23	35.78	37.91	42.69	47.95	54.98	60.81	64.06	64.19	Woodbury	38.00	45.02
Rosemount	35.62	40.43	41.71	39.33	36.55	59.54	57.12	52.37	46.04	43.75	42.52	42.44	42.29	39.97	44.66	46.99	48.86	47.78	Minnnetonka	37.56	45.02
Roseville	17.75	19.25	19.99	19.03	18.52	29.41	25.73	23.83	24.24	23.51	23.01	23.38	26.61	27.27	29.76	33.45	38.90	40.05	Shoreview	37.47	45.02
Savage	26.38	25.12	26.99	27.39	26.57	42.74	46.53	51.40	46.38	46.49	50.16	48.36	46.00	47.47	48.28	51.12	55.51	54.55	Blaine	36.30	45.02
Shakopee	23.10	21.13	23.36	20.13	17.98	33.98	33.93	32.43	31.11	30.97	31.94	31.92	32.66	33.40	34.73	36.66	42.00	41.40	Eden Prairie	34.44	45.02
Shoreview	19.70	19.81	19.92	19.38	18.73	30.40	28.75	27.07	25.44	23.97	23.30	23.53	25.34	28.07	30.67	33.25	36.97	37.47	Prior Lake	31.80	45.02
South St. Paul	28.10	29.71	29.82	27.84	28.24	44.89	41.26	39.45	36.91	34.99	34.14	36.14	39.60	37.29	48.37	56.47	63.28	60.79	Edina	27.80	45.02
St. Louis Park	19.80	21.32	21.57	21.53	20.83	38.13	36.39	39.37	37.38	36.34	34.74	34.76	36.62	36.83	41.46	43.87	46.55	48.49	Chanhassen	27.50	45.02
White Bear Lake	16.27	16.35	16.34	15.75	14.60	27.37	24.19	23.08	20.95	18.57	17.71	16.52	15.29	16.50	17.70	19.94	21.50	21.14	Chaska	26.53	45.02
Woodbury	21.55	21.43	22.83	22.56	21.98	34.30	33.41	31.01	30.12	29.02	28.10	28.17	28.46	30.90	34.92	35.92	39.44	38.00	White Bear Lake	21.14	45.02
mean	23.49	24.99	26.09	25.05	24.94	40.42	37.94	36.49	34.91	33.88	33.12	33.15	34.00	35.21	38.92	42.14	45.28	45.02			
lowest	14.42	14.11	14.12	14.07	14.60	19.70	19.23	19.87	20.19	18.57	17.71	16.52	15.29	16.50	17.70	19.94	21.50	21.14			
highest	37.88	42.70	41.87	39.33	36.55	59.54	57.12	52.44	50.52	49.82	50.16	49.47	49.72	52.37	57.22	66.08	71.07	74.02			
<b>Cottage Grove</b>	<b>26.97</b>	<b>26.50</b>	<b>29.64</b>	<b>27.72</b>	<b>27.40</b>	<b>47.52</b>	<b>42.08</b>	<b>43.66</b>	<b>39.17</b>	<b>37.92</b>	<b>36.19</b>	<b>35.19</b>	<b>34.61</b>	<b>35.40</b>	<b>38.25</b>	<b>41.45</b>	<b>45.05</b>	<b>43.73</b>			

Meeting Date: 12/10/2013

**Information**

**Title:**

Discussion on Boards and Commissions Re-appointments

**Purpose/Background:**

The purpose of this discussion is two-fold: 1) for the City Council to determine, by consensus, whether to recruit for the upcoming expiring seats on the Park and Recreation Commission and the Planning Commission, or to re-appoint the incumbent members who are seeking re-appointment, to a new term beginning April 1, 2014; and 2) for the Mayor to determine, based on her authority as described in Minnesota Statute, to make the same determination as it relates to the incumbent Economic Development Authority member seeking reappointment.

The following members have indicated a desire to be re-appointed to a full term, as listed:

Board/Commission	Incumbent	Seat Term Dates
Economic Development Authority	Philip Brunt	6-year partial term (04-01-14 to 03-31-20)
Environmental Policy Board	No vacancies	N/A
Park and Recreation Commission	Shane Bennet	4-year full term (04-01-14 to 03-31-18)
	Vacant due to resignation	1-year partial term (04-01-14 to 03-31-15)
Planning Commission	Gary VanScoy	4-year full term (04-01-14 to 03-31-18)
	Randy Bauer	4-year full term (04-01-14 to 03-31-18)

Pending receipt, staff will provide the respective feedback from the incumbents, Chairs, and Vice-chairs.

**Timeframe:**

If reappointment is not determined to be in the best interest of the City of Ramsey, the seats will be advertised in the coming weeks along with the one vacant seat on the Park and Rec. Commission. New members will be interviewed and appointed in March, 2014, for new terms beginning in April, 2014.

The policy related to this process will be finalized following the completion of the recruitment. The November 26, 2013 work-session case and documents that relate to this matter are attached.

**Funding Source:**

Not Applicable.

**Responsible Party(ies):**

Colleen Lasher, Human Resources Manager

**Outcome:**

A strategic process for the upcoming Board and Commission recruitment.

**Attachments**

Draft Policy

Statute

Worksession Case

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 12/05/2013

**Reviewed By**

Kurt Ulrich

**Date**

12/05/2013 08:11 AM

Started On: 12/04/2013 09:30 AM

**-PROPOSED DRAFT POLICY FOR DISCUSSION-**

**POLICY FOR THE RECRUITMENT, APPLICATION, AND INTERVIEW  
PROCESS OF APPOINTING  
CITY BOARD AND COMMISSION MEMBERS**

**Purpose:** The Mayor and City Council of the City of Ramsey have the authority to establish volunteer boards and commissions to advise them on matters affecting the City, as detailed in Chapter 2-155 of the City Code. The purpose of this policy is to outline a process for the recruitment, application, and interview process of appointing City board and commission members.

**Scope:** This policy applies to the following advisory commissions established by the City of Ramsey: Economic Development Authority, Environmental Policy Board, Park and Recreation Commission, Planning Commission, and to the Charter Commission with the exceptions noted in item number 7.

**Process:** The intent of the process is to ensure that openings on City boards and commissions are publicized to the community at large, that applicants are evaluated objectively and treated fairly and courteously, and that members of boards and commissions are selected on the basis of their qualifications and suitability for the position.

**1. Incumbent reapplication process**

**a) Letter of intent**

Annually, the Human Resources Manager will notify commission members by December 1<sup>st</sup> reminding them of the upcoming term expiration and inviting them to complete and submit a brief letter of intent indicating their desire to continue serving, along with the option for highlighting additional information such as accomplishments, personal contributions to the commission, and ideas for improving the effectiveness of the commission for review by the evaluation panel.

The evaluation panel will meet to discuss and vote on whether or not a recommendation for reappointment will be made to the City Council. If it is determined that the evaluation panel does not wish to reappoint the incumbent, that individual's seat will be advertised. If it is determined that the incumbent will be reappointed, the incumbent will be notified of his/her new term dates and the seat will not be advertised.

## **2. Notification of vacancies**

- a. Annually, prior to the normal ending date of boards and commissions terms, the Human Resources Manager will prepare a detailed notice of position availability for publication in the City newsletter and in the City's official newspaper, as required by the Charter.
- b. Periodically, when an unexpected vacancy on a board or commission occurs, the staff liaison to the commission will notify the Human Resources Manager who will take one of the following actions:
  - i. refer back to the most recent recruitment file in an effort to identify a viable candidate that has already successfully passed the interview process. If a candidate is identified and willing to serve on the given board or commission, the Human Resources Manager will consult with the City Administrator and act according to the City Administrator's direction; if applicable, a resolution appointing the new member will be presented to the City Council; or
  - ii. prepare a detailed notice of position availability for publication once in the City newsletter and in the City's official newspaper, as required by the Charter.

The application deadline will be no less than two weeks after the date of publication or posting in the City's official newspaper.

## **3. Evaluation Process**

### **a. Evaluation panel**

The evaluation panel for City boards and commissions is the City Council. The evaluation panel will be used only when the number of applicants for a vacancy exceeds five. If there are more than five applicants for a vacancy, the City Council will evaluate the applications and select five applicants to be interviewed by the full City Council.

### **b. Reviewing applications**

After the application deadline has passed, the Human Resources Manager will forward all applications to evaluation panel members for scoring. The Human Representative will total the scores and invite the top five scorers to interview.

### **c. Interviewing applicants**

#### **4) Invitation to interview**

The Human Resources Representative will arrange interview times and notify applicants and members of the evaluation panel of the arrangements.

#### **5) Interview process**

Interview questions will be determined before the interview based on qualifications identified as necessary, as well as to accurately identify each applicant's knowledge, skills, and abilities, and the benefits that the applicant, if appointed, may bring to the board or commission in the future.

All applicants will be asked the same questions. Depending on responses, some follow-up questions will differ from candidate to candidate for purposes of clarification.

Members of the evaluation panel will evaluate applicants by comparing responses to interview questions, information contained in the letter of interest/application, and potential contribution to the existing diversity of expertise, experience and geographic representation on the applicable board or commission.

Interviews will not be televised but will be held in an open meeting.

#### **6) Selection**

The chair of each board or commission for which appointments are being considered will be advised of the interview date and time and invited to submit written comments to the City Council and make a recommendation regarding reappointment. The form for written comments will be provided by the city. The final decision regarding appointments will rest with the City Council.

Recommendations from the City Council regarding appointments will be forwarded to the next regular meeting of the City Council for consideration.

When vacancies occur on the EDA, the mayor will make a recommendation for appointment to the City Council.

Except where a vacancy unexpectedly occurs in the middle of a calendar year, all new appointments or reappointments to regular terms on a City board or commission will be effective on April 1. This is to allow the current members of the City Council the opportunity to review and select individuals for seats on boards and commissions.

## **7. Notification to applicants**

After the City Council has approved the appointments at a regular meeting of the City Council, the Human Resources Manager will notify all applicants of the results of the process.

## **8. Terms**

Board and Commission members shall serve four-year terms, with the exception of members of the Economic Development Authority that serve six-year terms . There will be no limit to the number of terms that can be served. Terms will expire annually on March 31. Incumbents will be allowed to continue to serve until a successor is appointed.

## **9. Stipends for members of City boards and commissions**

### **a) Amount established by City Council resolution**

Effective July 1, 1996, members of all City boards and commissions (with the exception of the Charter Commission) are eligible for stipends to cover expenses for meetings actually attended. The amount of the stipends is established by City Council resolution and subject to change as deemed necessary by the City Council. Elected officials seated on a board or commission are not eligible for a stipend.

### **b) IRS reporting**

Stipends paid to members of City boards and commissions will be reported to the Internal Revenue Service as required by law.

## **10. Exceptions pertaining to Charter Commission**

### **a) Term limits**

Terms of office for members of the City of Ramsey Home Rule Charter Commission are established by Minnesota Statutes 410.05 subd.2.

### **b) Appointment by District Judge**

Appointments to the City of Ramsey Home Rule Charter Commission are made by the Chief Judge of the Tenth Judicial District in accordance with Minnesota Statute 410.05, when a commission member's term expires or a vacancy occurs, the chief judge has 30 days to make an appointment. If the judge fails to make an appointment, the governing body of the city may appoint the new members unless

the chief judge indicates in writing to the governing body, within the 30 day period, of his or her intention to make the appointments. In this case, the judge has an additional 60 days to make the appointment.

## **11. Service on more than one City board or commission**

Resolution 89-11-302 states that it is the policy of the Ramsey City Council “to avoid appointing individuals to more than one Board or Commission unless adequate representation cannot be accomplished or it is clearly in the best interest of the City of Ramsey to make such appointments to multiple Boards or Commission.”

### **Revisions**

Adopted by the City Council August 13, 1996

Revised by the City Council August, 11, 1997

- Ordinance #97-10 amended City Code 2.03.02 changing terms of office for boards and commissions from two years to four years and establishing a limitation of two consecutive four-year terms, effective August 11, 1997.

Revised by the City Council December 11, 2001

Revised by the City Council December 17, 2002

- Evaluation panel defined as the three members of the Personnel Committee
- The two Board/Commission representatives will have 1.5 votes each

Revised by the City Council November 25, 2003

- New application/questionnaire to be reviewed and scored by evaluation panel. Top five scorers invited to interview.

Revised by the City Council December 9, 2003

Incumbents who wish to apply for another term will submit a letter of interest which will be reviewed by the evaluation panel. The incumbent will be reappointed or the seat will be advertised.

Revised by the City Council March 14, 2006

- Each member of the evaluation panel will receive one vote in order to avoid a tie
- Term limits are abolished.
- Members of the evaluation panel will meet in person to discuss applications for reappointment, as they do with new applications

Revised by the City Council January 27, 2009

- Incumbents and new applicants will be considered in one collective recruitment, interview and selection process.
- Term expiration dates will be adjusted for current and future board and commission members to March 31
- Applicants will be interviewed by the full City Council and the City Council will consult with the chair and vice chair of each board or commission regarding appointments, as deemed necessary; however, chairs and vice chairs will not vote on appointments
- If there are more than five applicants for a vacancy, the City Council will screen the applications and select five applicants to be interviewed

Revised by the City Council June 28, 2011

- Advertising for unexpected vacancies, if needed, will be advertised only once in the Ramsey Resident
- Interviewees will be invited to a short open house prior to interviews
- Interview questions will be revised to more accurately identify each applicant’s knowledge, skills, and abilities based on the qualifications identified as necessary and the benefits that the applicant, if appointed, may bring to the board or commission in the future

**469.095 COMMISSIONERS; APPOINTMENT, TERMS, VACANCIES, PAY, REMOVAL.**

Subdivision 1. **Commissioners.** Except as provided in subdivision 2, paragraph (d), an economic development authority shall consist of either three, five, or seven commissioners who shall be appointed after the enabling resolution provided for in section 469.093 becomes effective. The resolution must indicate the number of commissioners constituting the authority.

Subd. 2. **Appointment, terms; vacancies.** (a) Three-member authority: the commissioners constituting a three-member authority, one of whom must be a member of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, four, and six years, respectively. Thereafter all commissioners shall be appointed for six-year terms.

(b) Five-member authority: the commissioners constituting a five-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, three, four, five, and six years respectively. Thereafter all commissioners shall be appointed for six-year terms.

(c) Seven-member authority: the commissioners constituting a seven-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of one, two, three, four, and five years respectively and two members for six years. Thereafter all commissioners shall be appointed for six-year terms.

(d) The enabling resolution may provide that the members of the city council shall serve as the commissioners.

(e) The enabling resolution may provide for the appointment of members of the city council in excess of the number required in paragraphs (a), (b), and (c).

(f) A vacancy is created in the membership of an authority when a city council member of the authority ends council membership. A vacancy for this or another reason must be filled for the balance of the unexpired term, in the manner in which the original appointment was made. The city council may set the term of the commissioners who are members of the city council to coincide with their term of office as members of the city council.

Subd. 3. **Increase in commission members.** An authority may be increased from three to five or seven members, or from five to seven members by a resolution adopted by the city council following the procedure provided for modifying the enabling resolution in section 469.093.

Subd. 4. **Compensation and reimbursement.** A commissioner, including the president, shall be paid for attending each regular or special meeting of the authority in an amount to be determined by the city council. In addition to receiving pay for meetings, the commissioners may be reimbursed for actual expenses incurred in doing official business of the authority. All money paid for compensation or reimbursement must be paid out of the authority's budget.

Subd. 5. **Removal for cause.** A commissioner may be removed by the city council for inefficiency, neglect of duty, or misconduct in office. A commissioner shall be removed only after a hearing. A copy of the charges must be given to the commissioner at least ten days before the hearing. The commissioner must be given an opportunity to be heard in person or by counsel at the hearing. When written charges have been submitted against a commissioner, the city council may temporarily suspend the commissioner. If the city council finds that those charges have not been substantiated, the commissioner shall be immediately reinstated. If a commissioner is

removed, a record of the proceedings, together with the charges and findings, shall be filed in the office of the city clerk.

**History:** *1987 c 291 s 96*

CC Work Session

2. 4.

Meeting Date: 11/26/2013

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#### Information

##### Title:

Discussion Regarding the Recruitment, Application, and Interview Process for Boards and Commissions

##### Purpose/Background:

The purpose of this discussion is to consider revising the policy for the recruitment, application, and interview process of appointing City board and commission members.

After the last annual recruitment process, it was the the consensus of the City Council to request a review of the process of filling board and commission seats. The Policy for Appointing Board and Commission Members is attached; draft edits have been made for the purpose of discussion and revision.

It is important to note, appointments to the Economic Development Authority are made by the Mayor as allowed by Minnesota Statute and the term length is six years.

##### Timeframe:

Staff will move ahead based on the City Council's work-session discussion and direction as it relates to the City's Board and Commission process/terms ending March 31, 2014. The revised policy, once complete, will be brought forward after the April 1st terms are filled, allowing time for any fine tuning that may become evident once the process is conducted.

##### Funding Source:

There is no funding required.

##### Responsible Party(ies):

Colleen Lasher, Human Resources Manager

##### Outcome:

A revised process and policy the recruitment, application, and interview process for boards and commissions.

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#### Attachments

[MN Statute 469.95](#)

[Draft Policy](#)

[Draft Policy w o Mark-up](#)

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### Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/21/2013 04:32 PM
Kurt Ulrich	Kurt Ulrich	11/21/2013 04:32 PM
Form Started By: Colleen Lasher		Started On: 11/21/2013 01:41 PM
Final Approval Date: 11/21/2013		

Meeting Date: 12/10/2013

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**Information**

**Title:**

Discussion Regarding 2014 Union Health Insurance Re-opener for AFSCME, LELS-Patrol and LELS-Sergeants (Discussion Closed to the Public)

**Purpose/Background:**

The purpose of this discussion is to come to a consensus to settle the 2014 Union Health Insurance contributions for AFSCME, LELS-Patrol and LELS-Sergeants.

Per Minnesota Statutes 13D.03, staff is requesting that the City Council go into closed session to discuss the City's contributions toward AFSCME and LELS employees' 2014 health insurance. Staff previously negotiated the 2014 City contributions during the 2013-2014 contract negotiations with the caveat that the unions could request a re-opener if the City received higher than expected premium increases due to Healthcare Reform fees; which turned out to be the case.

Note: At the November 26, 2013 work-session, the City Council came to a consensus to consider authorizing "option C" for non-union employees' City health insurance contributions. Option C will be on tonight's consent agenda for City Council Approval for non-union employees. Options A-D, as presented at the 11-26-13 work-session are attached.

**Timeframe:**

At the time of this writing, staff is awaiting a response from both AFSCME and LELS with regard to a contributions proposal. If the unions can come to an agreement within enough time for the City Council to take action at the December 10th meeting, staff will present a case for City Council's action. If not, both AFSCME and LELS will only receive the contribution amounts previously negotiated and approved the the City Council and a future meeting will be held in January or February.

**Funding Source:**

The funding required for the proposed City health insurance contributions has been accounted for in the preliminary 2014 budget.

**Responsible Party(ies):**

Colleen Lasher, Human Resources Manager

**Outcome:**

A consensus by the City Council to settle the 2014 Union Health Insurance contributions for AFSCME, LELS-Patrol and LELS-Sergeants.

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**Attachments**

Options A-D

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**Form Review**

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/05/2013 08:17 AM

Form Started By: Colleen Lasher  
Final Approval Date: 12/05/2013

Started On: 12/04/2013 03:40 PM

Health Plan Type/Tier (Per Month)	<u>ACCORD</u> Premium	<u>AWARE</u> Premium	City Contribution to Premium	Employee Cost for <u>Accord</u> Network	Employee Cost for <u>Aware</u> Network	City Contribution to VEBA	Total City Contribution Per Contract Option A
<b>Single Plans</b>							
BCBS 100% \$30.00 co-pay	\$972.00	\$1,008.50	\$517.14	\$454.86	\$491.36	NA	\$517.14
BCBS \$1500 Ded. Plan w/VEBA	\$825.00	\$855.50	\$637.00	\$188.00	\$218.50	\$130.00	\$767.00
BCBS \$2500 Ded. Plan w/VEBA	\$760.00	\$788.50	\$637.00	\$123.00	\$151.50	\$130.00	\$767.00
BCBS \$4000 Ded. Plan w/VEBA	\$670.00	\$695.00	\$670.00	0	\$25.00	\$114.00	\$784.00
<b>Employee + Spouse Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,041.50	\$2,118.50	\$831.56	\$1,209.94	\$1,286.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,733.00	\$1,797.50	\$908.00	\$825.00	\$889.50	\$160.00	\$1,068.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,596.50	\$1,656.50	\$908.00	\$688.50	\$748.50	\$160.00	\$1,068.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,408.00	\$1,460.50	\$908.00	\$500.00	\$552.50	\$160.00	\$1,068.00
<b>Employee + Children Plans</b>							
BCBS 100% \$30.00 co-pay	\$1,945.00	\$2,018.00	\$831.56	\$1,113.44	\$1,186.44	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,649.50	\$1,712.00	\$990.00	\$659.50	\$722.00	\$160.00	\$1,150.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,520.00	\$1,577.00	\$990.00	\$530.00	\$587.00	\$160.00	\$1,150.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,340.50	\$1,391.00	\$990.00	\$350.50	\$401.00	\$160.00	\$1,150.00
<b>Family Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,529.00	\$2,623.50	\$831.56	\$1,697.44	\$1,791.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$2,145.50	\$2,225.00	\$1,166.00	\$979.50	\$1,059.00	\$192.00	\$1,358.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,976.50	\$2,051.50	\$1,166.00	\$810.50	\$885.50	\$192.00	\$1,358.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,743.00	\$1,808.50	\$1,166.00	\$577.00	\$642.50	\$192.00	\$1,358.00
<b>Waivers</b>							
						(Waivers)	\$295.00

Health Plan Type/Tier (Per Month)	<u>ACCORD</u> Premium	<u>AWARE</u> Premium	City Contribution to Premium	Employee Cost for <u>Accord</u> Network	Employee Cost for <u>Aware</u> Network	City Contribution to VEBA	Total City Contribution Option B
<b>Single Plans</b>							
BCBS 100% \$30.00 co-pay	\$972.00	\$1,008.50	\$517.14	\$454.86	\$491.36	NA	\$517.14
BCBS \$1500 Ded. Plan w/VEBA	\$825.00	\$855.50	\$654.00	\$171.00	\$201.50	\$130.00	\$784.00
BCBS \$2500 Ded. Plan w/VEBA	\$760.00	\$788.50	\$654.00	\$106.00	\$134.50	\$130.00	\$784.00
BCBS \$4000 Ded. Plan w/VEBA	\$670.00	\$695.00	\$629.00	<b>\$41.00</b>	\$66.00	<b>\$155.00</b>	\$784.00
<b>Employee + Spouse Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,041.50	\$2,118.50	\$831.56	\$1,209.94	\$1,286.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,733.00	\$1,797.50	\$932.00	\$801.00	\$865.50	\$160.00	\$1,092.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,596.50	\$1,656.50	\$932.00	\$664.50	\$724.50	\$160.00	\$1,092.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,408.00	\$1,460.50	\$932.00	\$476.00	\$528.50	\$160.00	\$1,092.00
<b>Employee + Children Plans</b>							
BCBS 100% \$30.00 co-pay	\$1,945.00	\$2,018.00	\$831.56	\$1,113.44	\$1,186.44	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,649.50	\$1,712.00	\$1,016.00	\$633.50	\$696.00	\$160.00	\$1,176.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,520.00	\$1,577.00	\$1,016.00	\$504.00	\$561.00	\$160.00	\$1,176.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,340.50	\$1,391.00	\$1,016.00	\$324.50	\$375.00	\$160.00	\$1,176.00
<b>Family Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,529.00	\$2,623.50	\$831.56	\$1,697.44	\$1,791.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$2,145.50	\$2,225.00	\$1,166.00	\$979.50	\$1,059.00	\$192.00	\$1,358.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,976.50	\$2,051.50	\$1,166.00	\$810.50	\$885.50	\$192.00	\$1,358.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,743.00	\$1,808.50	\$1,166.00	\$577.00	\$642.50	\$192.00	\$1,358.00
<b>Waivers</b>							
					(Waivers)		\$295.00

Health Plan Type/Tier (Per Month)	<u>ACCORD</u> Premium	<u>AWARE</u> Premium	City Contribution to Premium	Employee Cost for <u>Accord</u> Network	Employee Cost for <u>Aware</u> Network	City Contribution to VEBA	Total City Contribution Option C
<b>Single Plans</b>							
BCBS 100% \$30.00 co-pay	\$972.00	\$1,008.50	\$517.14	\$454.86	\$491.36	NA	\$517.14
BCBS \$1500 Ded. Plan w/VEBA	\$825.00	\$855.50	\$670.00	\$155.00	\$185.50	\$130.00	\$800.00
BCBS \$2500 Ded. Plan w/VEBA	\$760.00	\$788.50	\$670.00	\$90.00	\$118.50	\$130.00	\$800.00
BCBS \$4000 Ded. Plan w/VEBA	\$670.00	\$695.00	\$670.00	0	\$25.00	\$130.00	\$800.00
<b>Employee + Spouse Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,041.50	\$2,118.50	\$831.56	\$1,209.94	\$1,286.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,733.00	\$1,797.50	\$932.00	\$801.00	\$865.50	\$160.00	\$1,092.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,596.50	\$1,656.50	\$932.00	\$664.50	\$724.50	\$160.00	\$1,092.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,408.00	\$1,460.50	\$932.00	\$476.00	\$528.50	\$160.00	\$1,092.00
<b>Employee + Children Plans</b>							
BCBS 100% \$30.00 co-pay	\$1,945.00	\$2,018.00	\$831.56	\$1,113.44	\$1,186.44	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,649.50	\$1,712.00	\$1,016.00	\$633.50	\$696.00	\$160.00	\$1,176.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,520.00	\$1,577.00	\$1,016.00	\$504.00	\$561.00	\$160.00	\$1,176.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,340.50	\$1,391.00	\$1,016.00	\$324.50	\$375.00	\$160.00	\$1,176.00
<b>Family Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,529.00	\$2,623.50	\$831.56	\$1,697.44	\$1,791.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$2,145.50	\$2,225.00	\$1,166.00	\$979.50	\$1,059.00	\$192.00	\$1,358.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,976.50	\$2,051.50	\$1,166.00	\$810.50	\$885.50	\$192.00	\$1,358.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,743.00	\$1,808.50	\$1,166.00	\$577.00	\$642.50	\$192.00	\$1,358.00
<b>Waivers</b>							
						(Waivers)	\$295.00

Health Plan Type/Tier (Per Month)	<u>ACCORD</u> Premium	<u>AWARE</u> Premium	City Contribution to Premium	Employee Cost for <u>Accord</u> Network	Employee Cost for <u>Aware</u> Network	City Contribution to VEBA	Total City Contribution Option D
<b>Single Plans</b>							
BCBS 100% \$30.00 co-pay	\$972.00	\$1,008.50	\$517.14	\$454.86	\$491.36	NA	\$517.14
BCBS \$1500 Ded. Plan w/VEBA	\$825.00	\$855.50	\$695.00	\$130.00	\$160.50	\$130.00	\$825.00
BCBS \$2500 Ded. Plan w/VEBA	\$760.00	\$788.50	\$695.00	\$65.00	\$93.50	\$130.00	\$825.00
BCBS \$4000 Ded. Plan w/VEBA	\$670.00	\$695.00	\$670.00	0	\$25.00	<b>\$155.00</b>	\$825.00
<b>Employee + Spouse Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,041.50	\$2,118.50	\$831.56	\$1,209.94	\$1,286.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,733.00	\$1,797.50	\$932.00	\$801.00	\$865.50	\$160.00	\$1,092.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,596.50	\$1,656.50	\$932.00	\$664.50	\$724.50	\$160.00	\$1,092.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,408.00	\$1,460.50	\$932.00	\$476.00	\$528.50	\$160.00	\$1,092.00
<b>Employee + Children Plans</b>							
BCBS 100% \$30.00 co-pay	\$1,945.00	\$2,018.00	\$831.56	\$1,113.44	\$1,186.44	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,649.50	\$1,712.00	\$1,016.00	\$633.50	\$696.00	\$160.00	\$1,176.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,520.00	\$1,577.00	\$1,016.00	\$504.00	\$561.00	\$160.00	\$1,176.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,340.50	\$1,391.00	\$1,016.00	\$324.50	\$375.00	\$160.00	\$1,176.00
<b>Family Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,529.00	\$2,623.50	\$831.56	\$1,697.44	\$1,791.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$2,145.50	\$2,225.00	\$1,166.00	\$979.50	\$1,059.00	\$192.00	\$1,358.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,976.50	\$2,051.50	\$1,166.00	\$810.50	\$885.50	\$192.00	\$1,358.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,743.00	\$1,808.50	\$1,166.00	\$577.00	\$642.50	\$192.00	\$1,358.00
<b>Waivers</b>							
						(Waivers)	\$295.00

Meeting Date: 12/10/2013

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**Information**

**Title:**

**Adjournment**

- **Tree Lighting Ceremony will take place in front of City Hall at 6:30 p.m. Mayor Strommen would like to honor former Councilmember David Jeffrey by having him light the tree.**

**Purpose/Background:**

**Timeframe:**

**Funding Source:**

**Responsible Party(ies):**

**Outcome:**

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**Attachments**

[Holiday Tree Lighting Flyer](#)

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**Form Review**

Form Started By: Kathy Schmitz  
Final Approval Date: 12/05/2013

Started On: 12/05/2013 03:02 PM

City of Ramsey

# Holiday Tree Lighting Ceremony & Proclamation of David Jeffery Day

## Agenda

- 6:30 p.m.** Honorary Tree Lighting by David Jeffery  
(North side of Sunwood Drive, across from the Municipal Center)
- 6:35 p.m.** Social: Cookies, coffee and water  
(Municipal Center Lobby)
- 7:00 p.m.** Proclamation of David Jeffery Day by Mayor Strommen  
(City Council Meeting, City Council Chambers)

