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

The Ramsey City Council conducted a regular meeting on Tuesday, January 13, 2014, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen  
Councilmember Jill Johns  
Councilmember Mark Kuzma  
Councilmember John LeTourneau  
Councilmember Chris Riley  
Councilmember Melody Shryock  
Councilmember Kristine Williams

Members Absent: None

Also Present: City Administrator Kurtis Ulrich  
Finance Director Diana Lund  
Fire Chief Dean Kapler  
Police Chief Jeff Katers  
Parks and Assistant Public Works Superintendent Mark Riverblood  
Public Works Superintendent Grant Riemer  
Human Resources Manager Colleen Lasher  
City Clerk Jo Ann Thieling  
Community Development Director Timothy Gladhill  
City Engineer Bruce Westby  
Asst. City Administrator/Economic Development Manager Patrick Brama  
City Attorney Joe Langel

**1. CALL TO ORDER**

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:04 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

**2. PRESENTATION**

**2.01: Swearing in Ceremony for Councilmembers**

City Attorney Langel administered the Oath of Office for Councilmembers Jill Johns, Melody Shryock, and Kristine Williams. Following a round of applause offered by all, Mayor Strommen extended the Council's congratulations to Councilmember Johns on her re-election and to newly elected Councilmembers Shryock and Williams.

### 3. CITIZEN INPUT

State Representative Abigail Whelan congratulated the newly elected Councilmembers and stated she looks forward to working with the City on its projects including Highway 10 and the Armstrong Boulevard interchange. Representative Whelan offered her assistance and announced the opportunity to attend a Listening Session on February 2, 2015.

Councilmember Riley wished Representative Whelan a happy birthday.

Mayor Strommen recognized and thanked former State Representative Jim Abeler for his service to Ramsey.

### 4. CONSENT AGENDA

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve the following items on the Consent Agenda as revise to remove Case 4:11:

- 4.01: Receive November 2014 Financial Reports – General Fund and Enterprise Funds
- 4.02: Receive Cash and Investments for Period Ending December 31, 2014
- 4.03: Receive 2014 Building Division Month End Reports: September, October, November, and December
- 4.04: Approve Licenses:

#### Garbage

- Ace Solid Waste, 6601 McKinley Street NW, Ramsey, MN 55303
- Republic Services, 8661 Rendova Street NE, Circle Pines, MN 55014
- Aspen Waste Systems, Inc., 2951 Weeks Avenue SE, Minneapolis, MN 55414
- LePage & Sons, 3118 – 162<sup>nd</sup> Lane NW, Suite B, Andover, MN 55304
- Randy's Sanitation, Inc., P.O. Box 169, Delano, MN 55328
- Walters Recycling & Refuse, P.O. Box 67, Circle Pines, MN 55014
- Waste Management of Minnesota, Inc., 10050 Naples Street NE, Blaine MN 55449

#### Gasoline

- Holiday StationStore #323, 14350 Xkimo Street NW, Ramsey, MN 55303
- Holiday StationStore #395, 14075 Ramsey Boulevard NW, Ramsey, MN 55303
- Northern Tier Retail LLC, dba SuperAmerica #4508, 14000 St. Francis Boulevard NW, Ramsey, MN 55303
- Casey's Retail Company, dba Casey's General Store #1988, 14131 Sunfish Lake Boulevard NW, Ramsey, MN 55303
- Coborn's, Inc., dba Little Dukes, 7900 Sunwood Drive NW, Ramsey, MN 55303
- Rademacher Companies, Inc., dba Bills' Superette, 15299 St. Francis Boulevard NW, Ramsey, MN 55303
- Ramsey Market, 14911 Ramsey Boulevard NW, Ramsey, MN 55303

#### Tobacco

- Coborn's Inc., dba Coborn's Liquor, 7880 Sunwood Drive NW, Ramsey, MN 55303
- Coborn's Inc., dba Coborn's, 7900 Sunwood Drive NW, Ramsey, MN 55303
- Rademacher Companies, Inc., dba Bill's Superette, 15299 St. Francis Boulevard NW, Ramsey, MN 55303

Casey's Retail Company, dba Casey's General Store #1988, 14131 Sunfish Lake Boulevard NW,  
 Ramsey, MN 55303

Northern Tier Retail LLC, dba SuperAmerica LLC #4508, 14000 St. Francis Boulevard NW,  
 Ramsey, MN 55303

Holiday StationStore #395, 14075 Ramsey Boulevard NW, Ramsey, MN 55303

Holiday StationStore #323, 14350 Xkimo Street NW, Ramsey, MN 55303

Rum River Wine & Spirits, Inc., 14107 St. Francis Boulevard NW, Ramsey, MN 55303

Atlantic Cargo Company, Inc., dba Fairway Liquors, 5900-167<sup>th</sup> Ave. NW, Ramsey, MN 55303

Ramsey #1 Smoke Shop, Inc., 14050 St. Francis Boulevard NW, Suite E, Ramsey, MN 55303

Ramsey Market, 14911 Ramsey Boulevard NW, Ramsey, MN 55303

The Links at Northfork, 9333 Alpine Drive NW, Ramsey, MN 55303

Templer Group, Inc., dba Jr's Outpost, 6141 Highway 10 NW, Ramsey, MN 55303

E-Cig Warehouse, Inc., 6111 Highway #10 NW, #500, Ramsey, MN 55303

Vehicle – some are contingent upon receiving proper paperwork

Reimann, Inc., 18008 Waco Street NW, Ramsey, MN 55303

Son Auto & Watersports West, Inc., 6750 Highway #10 NW, Ramsey, MN 55303 (contingent)

B Brothrs Auto LLC, 7103 Highway #10 NW, Suite A, Ramsey, MN 55303

J.A.C. Auto Repair & Sales, 6336 Highway #10 NW, Ramsey, MN 55303

Blatz Automotive/Mach 5 Motors, 7105 Highway #10 NW, Ramsey, MN 55303

Lano Equipment, Inc., 6140 Highway #10 NW, Ramsey, MN 55303

Pro Power Sports & Marine, Inc., 6781 Highway #10 NW, Ramsey, MN 55303

Jacks Auto Repair LLC, 14290 Sunfish Lake Boulevard, Ramsey, MN 55303 (contingent)

E-Z Auto Sales, Inc., 7751 Highway #10 NW, Suite #6, Ramsey, MN 55303

Diamond Auto, Inc. 6100 Highway #10 NW, Ramsey, MN 55303

Baines Professional Vehicles, Inc., 14000 Sunfish Lake Blvd. NW, Suite H, Ramsey, MN 55303

Pleasureland RV Center – North Metro, 7900 Riverdale Drive NW, Ramey, MN 55303

Eddy's Auto & Body Repair, Inc., 6845 Highway #10 NW, Ramsey, MN 55303

Classic Affordable Rides, Inc., 6250 Bunker Lake Boulevard, Suite 107, Ramsey, MN 55303

Dumarks & Sons Auto Sales, 7127 Highway #10 NW, Ramsey, MN 55303

V-Tech Motorsports, Inc., 14000 Sunfish Lake Boulevard NW, Suite I, Ramsey, MN 55303

Citi Group Auto, Inc., 7751 Highway #10 NW, #101, Ramsey, MN 55303

Thermo Leasing, dba Shorewood RV, 8390 Highway #10 NW, Ramsey, MN 55303

Auto Fitness and Service Center, 7029 Highway #10 NW, Ramsey, MN 55303 (contingent)

Star Auto & Truck Sales, 7009 Highway #10 NW, Ramsey, MN 55303

RV World, Inc., 7405 Highway #10 NW, Ramsey, MN 55303 (contingent)

Value Motors, 6740 Highway #10 NW, Suite G0, Ramsey, MN 55303 (contingent)

Affordable Imports LLC, 7751 Highway #10 NW, #8, Ramsey, MN 55303 (contingent)

DM's Auto Sale LLC, 7820 Riverdale Drive NW, #4, Ramsey, MN 55303 (contingent)

Wilkins Used Cars LLC, 7995 Riverdale Drive NW, Ramsey, MN 55303 (contingent)

Reliable Auto Collision Experts/Blue Line Collision, 6260 Hwy. #10 NW, Ramsey, MN 55303

Ramsey Goodyear, 7151 Riverdale Drive NW, Ramsey, MN 55303 (contingent)

Independent Auto Service, 6745 Highway #10 NW, Ramsey, MN 55303 (contingent)

T3 Auto & Rec., LLC, 7820 Riverdale Drive NW, #3, Ramsey, MN 55303 (contingent)

DBest Auto LLC, 6250 Bunker Lake Boulevard, Ramsey, MN 55303 (contingent)

My Way Motors, 6845 Highway #10 NW, Suite 200, Ramsey, MN 55303

Joe Davis Auto Repair, 7060-143<sup>rd</sup> Avenue NW, Ramsey, MN 55303 (contingent)

- 4.05: Approve the following Commission and Board Meeting Minutes:
- 1) City Council Work Session dated November 24, 2014
  - 2) City Council Regular dated November 24, 2014
  - 3) City Council Work Session dated December 9, 2014
  - 4) City Council Regular dated December 9, 2014
- 4.06: Approve 2015 Paid on Call Fire Officer Selections
- 4.07: Execute Cancellation of Purchase Agreement with MDBNK (All Seasons Garage Door)
- 4.08: Introduce Ordinance Licensing Massage Establishments and Massage Therapists
- 4.09: Adopt 2015 Legislative Platform
- 4.10: Adopt Resolution #15-01-007 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 4, 2014 through December 30, 2014
- ~~4.11: Adopt Resolution #15-01-001 for 2015 Council Organization; Resolution #15-01-009 Designating Financial Institutions as Official Depositories of City Funds for 2015; Resolution #15-01-011 Designating Bank of the West as Official Financial Institution for the City of Ramsey Banking Services for Year 2015; and, Resolution #15-01-010 Authorizing Signatures for Financial Transactions~~ This item was removed from the Consent Agenda and considered as Case 7.06.
- 4.12: Adopt Resolution #15-01-019 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 1, 2015 through January 7, 2015
- 4.13: Adopt Resolution #15-01-005 Approving Partial Payment to Kuechle Underground, Inc. for IP 12-22 Riverdale Drive Reconstruction and Extension – Armstrong Boulevard to Traprock Street
- 4.14: Adopt Resolution #15-01-006 Approving Final Payment to American Liberty Construction, Inc. for #13-14 Elmcrest Park Building
- 4.15: Adopt Resolution #15-01-017 Approving Dedication of Forcemain from Minnesota Pollution Control Agency
- 4.16: Adopt Resolution #15-01-008 Approving the City of Ramsey’s 2016 Budget Calendar
- 4.17: Adopt Resolution #15-01-006 Amending Resolution #14-12-250 Adopting Special Assessment Policy for City Projects
- 4.18: Adopt Resolution #15-01-003 adopting Findings of Fact #0938 and Resolution #15-01-004 Approving a Request for a Home Occupation Permit to Operate a Frozen Foods Sales and Delivery Business on the Property Located at 14920 Chameleon Street NW; Case of Abdelfettah Benzoubair
- 4.19: Adopt Resolution #15-01-020 to Hire Temporary Ice Rink Attendants

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Johns, Kuzma, LeTourneau, Riley, Shryock, and Williams. Voting No: None.

## **5. APPROVE AGENDA**

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to approve the agenda as revised to add Case 7.07, Schedule Council/Staff strategic Planning Session(s).

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, LeTourneau, Johns, Kuzma, Shryock, and Williams. Voting No: None.

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Consider Purchase Agreement with PSD LLC**

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and presented the revised purchase agreement of PSD, LLC for 13.97 acres of City-owned land located within The COR. He noted consideration of this Purchase Agreement would meet the Council's goal to sell surplus City-owned land, place the property back on the tax rolls, sustain momentum of development in The COR by increasing rooftops, and result in substantial land proceeds that could be used to pay off debt. Asst. City Administrator/Economic Development Manager Brama stated it is the recommendation of staff and the Economic Development Authority (EDA) to approve the proposed Purchase Agreement. He reviewed consideration of the EDA and recommendation that the earnest money become hard within this Purchase Agreement. It was noted the buyer has agreed to the EDA's request and the Purchase Agreement includes that language.

The Council indicated its support for the negotiated Purchase Agreement as the City is receiving the expected price range, no City dollars are involved at this point, the City has already addressed the zoning of this property, and this project will create additional rooftops and momentum. The Council extended its appreciation for the EDA's recommendation on the earnest money.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to Approve the Purchase Agreement with PSD, LLC for 13.97 acres of City-owned land located within The COR contingent upon final review and amendments from the City Attorney.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Riley, Johns, Kuzma, Shryock, and Williams. Voting No: None.

### **7.02: Consider Adoption of Resolution #15-01-018 Accepting Feasibility Report and Ordering Public Hearing for IP 13-10; Garnet Street and 168<sup>th</sup> Avenue Reconstruction**

City Engineer Westby reviewed the staff report, described improvements proposed for Garnet Street and 168<sup>th</sup> Avenue, and total estimated project cost of \$1.675 million. City Engineer Westby reviewed project funding and proposed to assess benefiting properties at \$6,500 per lot. It is not proposed to assess for sanitary sewer, water utilities, subgrade corrections, or new sidewalk construction. He recommended the City authorize an assessment appraisal consultant to ensure all special assessments are commensurate with benefit received from the proposed

improvements. City Engineer Westby advised of public comment and the project schedule. He presented staff's recommendation and findings that this project is necessary, feasible, and cost effective from an engineering standpoint. It was noted that if the Council adopts a resolution approving the feasibility report, the public hearing would be set for February 10, 2015.

Councilmember Kuzma asked about the Charter's new ruling for a 60% petition in order to challenge an assessment.

City Engineer Westby stated the new ratio applies to all of the 12 properties proposed to be assessed. He answered questions of the Council relating to installation of watermain under 168<sup>th</sup> Avenue, noting it is not absolutely necessary but recommended.

Councilmember Riley asked if the report from the assessment appraisal consultation would be received too late in the process to be useful.

City Engineer Westby stated it will be received within two to three months and useful as the assessment hearing is held and adopted in October.

Councilmember Johns stated the new street design is for a 60-year life expectancy.

City Engineer Westby stated that is correct and one of the reasons to install utilities at this time.

Councilmember LeTourneau stated this is the first street project being entered into under the Street Maintenance Program and it is important to use a street design that assures longevity.

City Engineer Westby confirmed that the intent is to construct a quality road with a 60-year life.

Councilmember Shryock asked about the term of the assessment payment and whether an abandoned house would also be assessed.

City Engineer Westby explained that in accordance with the City's Assessment Policy, when the Council adopts the assessments, it also adopts the term of the assessment. If a ten-year term, it would be a payment of \$650 plus interest annually. He advised this is a justifiable assessment amount as the lots have about 170 feet of frontage. City Engineer Westby explained that even if a property is abandoned, that property would be assessed.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to accept the preliminary residential special assessment rate of \$6,500 per lot, authorize an assessment appraisal consultant to ensure all special assessments are commensurate with benefit received from the proposed improvements; and to Adopt Resolution #15-01-018 Accepting Feasibility Report and Ordering Public Hearing for IP 13-10; Garnet Street and 168<sup>th</sup> Avenue Reconstruction.

Further discussion: Mayor Strommen commented it is fitting that this is the first project considered under the new Street Maintenance Program. She requested periodic updates as the project proceeds.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Kuzma, Johns, LeTourneau, Riley, Shryock, and Williams. Voting No: None.

**7.03: Consider Adoption of Resolution #15-01-002 Granting Site Plan Approval of Fire Station No. 2 Replacement to be Located at 5650 Alpine Drive NW; Case of the City of Ramsey**

Community Development Director Gladhill reviewed the staff report and recommendation to approve a site plan for Fire Station No. 2 and best management practices as it relates to stormwater management, vegetation management, and energy efficient design.

The Council acknowledged this Case had been discussed at tonight's Work Session and a recommendation received from the Planning Commission. It was noted the City owns this land and the intent has been to use it for a Fire Station, it is properly zoned, and the proposed building aesthetics fit into the surrounding residential neighborhood.

Motion by Councilmember Riley, seconded by Councilmember Williams, to adopt Resolution #15-01-002 Granting Site Plan Approval of Fire Station No. 2 Replacement to be located at 5650 Alpine Drive NW; Case of the City of Ramsey, and further consideration of best management practices as it relates to stormwater management, vegetation management, and energy efficient design.

Further discussion: Councilmember Kuzma stated an ambulance station will also be included in Fire Station #2. Councilmember LeTourneau added that the Environmental Policy Board supports the site plan and proposed landscaping, noting this is an organizational consideration.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Williams, Johns, Kuzma, LeTourneau, and Shryock. Voting No: None.

**7.04: Consider Purchase Agreement between NIK Management Group and the City of Ramsey for the Former Municipal Center Site**

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and presented the two-phase Purchase Agreement of NIK Management Group for the Old Municipal Center (OMC), a 21.5-acre site currently being rezoned to R-1 Residential-MUSA, in the amount of \$41,500 per acre for Phase 1 and \$43,500 per acre for Phase 2. He stated the EDA recommends the earnest money go hard at some point and to increase the amount of hard money on Phase 2. In response, NIK offered earnest money of \$10,000 with \$1,500 going hard after 60 days and rolling \$7,000 into the second closing. Asst. City Administrator/Economic Development Manager Brama displayed concept maps depicting Phase 1 and Phase 2 that had been reviewed by the Planning Commission and the City's Design Review Team. It was noted that zoning would allow for 45 lots and a PUD would allow for 52-58 lots. He advised the City would be required, in Phase 1, to deliver a construction ready site, which is estimated to cost \$150,000 to \$200,000. To accomplish that, the City will need to resolve access to the site.

Asst. City Administrator/Economic Development Manager Brama described the pros and cons of three access alternatives: a cul-de-sac (not supported by staff); realigning Krypton Street to connect to Nowthen Boulevard and across to 151<sup>st</sup> Street (not supported by Anoka County and estimated at \$510,000); and, wrapping Krypton Street internal to the site (preferred by Anoka County and estimated at \$310,000).

Asst. City Administrator/Economic Development Manager Brama presented net proceeds, noting they are highly variable. He explained the option to use Anoka County HRA dollars to resolve access to the site. Net proceeds will range from \$101,887 to \$301,887 depending on whether Anoka County HRA dollars are used and the access alternative selected. \$130,000 total property taxes would be generated by 47 units, or about \$35,000 annually to the City of Ramsey in new taxes. He reported that the Parks Commission will be considering this project.

Asst. City Administrator/Economic Development Manager Brama presented the two alternatives before the Council and staff's recommendation to approve the Purchase Agreement as the terms are favorable.

Councilmember Kuzma asked about the street alternatives to provide access, who is responsible for the cost to create that access, and the option to use Anoka County HRA funds.

Asst. City Administrator/Economic Development Manager Brama reviewed the history of access to this site, which has been an outstanding issue. He stated the City's Anoka County HRA account has a balance of over \$800,000 available for redevelopment projects and staff finds this would be an appropriate use for those funds.

Community Development Director Gladhill explained why the issue of access was not resolved when the Meadow Plat was considered.

Councilmember LeTourneau stated the issue needs to be resolved to address access by Public Works and emergency vehicles, not just to accommodate this project.

Councilmember Riley stated this is really a net offer because the purchase is requiring the buildings to be removed. He asked if the net offer is in an acceptable range.

Asst. City Administrator/Economic Development Manager Brama stated if the cost to remove the OMC buildings is deducted from the purchase price, it is within the deal range.

Brian Pankratz of CBRE stated that is correct and when this was originally considered, it was not known that access needed to be resolved.

Councilmember Riley stated other than providing a clean site, no assistance is being requested. He noted this site has been discussed extensively and all supported a residential neighborhood, which also fits the zoning. He agreed that access is an issue that needs to be addressed eventually.

Mayor Strommen stated she has no issues with the Purchase Agreement as it fits within the deal range. Going forward, she thinks a long-term vision is needed for County Road 5 and that should be addressed with Anoka County. She asked staff to provide past meeting minutes relating to The Meadow discussion to provide historic context.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to approve the Purchase Agreement between the City of Ramsey and NIK Management, Inc. for 21.5 acres of City-owned land (former Municipal Center) contingent upon final review and amendments from the City Attorney.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Johns, Kuzma, Riley, Shryock, and Williams. Voting No: None.

#### **7.05: Consider The Tinklenberg Group Proposal for Professional Services Contract Extension**

City Administrator Ulrich presented and recommended approval of the proposal from The Tinklenberg Group for an extension to an existing professional services contract to advance and promote construction of improvements within the Highway 10 corridor. He explained why a two-month contract extension is being recommended at this point.

Elwyn Tinklenberg, The Tinklenberg Group, described why it is an important time for Ramsey to remain involved in the conversation for funding Highway 10 improvements and to remain visible. He stated there is a lot of momentum around Highway 10 and a high level of awareness because of the leadership of the City. Mr. Tinklenberg stated both State Representative Whelan and U.S. Representative Emmer have committed to supporting this effort and former Minnesota Representative Abeler has offered to approach other communities to broaden the effort and work cooperatively around common goals.

Mayor Strommen thanked Mr. Tinklenberg for the work he has done on the City's behalf. She stated the Council wants to keep fostering partnerships and fortunately, the Governor and Legislature have come in strong for transportation funding. Mayor Strommen commented on the importance of capitalizing on opportunity and building greater momentum.

Councilmember LeTourneau stated his agreement that having Mr. Tinklenberg involved has been critical, brought focus, and created collaboration with new energy. He stated he supports the contract moving forward and proposed extending it to five months to include the Legislative session with a not-to-exceed \$35,000 commitment.

Mayor Strommen stated her agreement that the City's commitment is for the entire Legislative session but the question is the form the agreement takes and if it includes a partnership beyond Ramsey, which is not known at this point.

Councilmember LeTourneau stated it is about the work that can be done in 30 days when compared to the entire five-month period. He preferred including the entire timeframe to assure a continued focus.

Mr. Tinklenberg stated he works for the City and clearly if the Council supports moving forward, they will immediately begin talking with legislators. He explained that within the Transportation Bill, there are key places where Ramsey can seek funding and legislative staff has recommended that Ramsey be identified in every one of those key places. He stated the first committee hearing deadlines have not yet been set but will probably be the end of February/early March and by that time, Ramsey will have had to complete the hearing process. He stated in the next 30 days they will identify opportunities, key places for funding, and approach other communities to gain their response. He emphasized it is critical that Ramsey lead and move it forward because as that determination is shown, it will bring in other communities to create a unified front on Highway 10 issues. In any event, he explained it will not change the work they will do in the next 30 days whether the contract is for 30 days or five months.

Councilmember Riley stated Ramsey got funding for the Armstrong Boulevard interchange and asked if that means Ramsey will not be receiving additional funding for a period of time. Mr. Tinklenberg stated that is true when seeking some funding opportunities, such as the Transportation Investment Generating Economic Recovery (TIGER) grant, but there are other available funding opportunities. In addition, Ramsey has been successful in bringing on business partnerships that has been very effective in playing a role in communicating the importance of additional improvements. He explained how funding can be combined with the County Transit Improvement Board to address rail crossings.

Councilmember Kuzma stated his appreciation to Mr. Tinklenberg for his assistance in gaining funding for the Armstrong Boulevard interchange. He stated the concerns with Highway 10 are safety and impact to economic development, noting Ramsey has a lot of land available. He stated with the existing momentum, he now wants to see other partners 'step up to the plate' and in the next 30 days, he would like to see that support.

Motion by Councilmember Johns, seconded by Councilmember LeTourneau, to approve an extension of The Tinklenberg Group Professional Services Contract dated January 2015 for an initial one-month work phase through February 13, 2015, at a total cost of \$5,000.

Further discussion: Councilmember Riley commented on the importance of other partners and entities joining the effort with Ramsey within the next 30 days. Mayor Strommen agreed and asked the Council to keep in mind that those partnerships may take different forms. Councilmember LeTourneau agreed that the partnerships may not be only financial but that does not deter Ramsey's support of this effort.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Johns, LeTourneau, Kuzma, Riley, Shryock, and Williams. Voting No: None.

Former Congressman Jim Abeler thanked the Council for welcoming his successor, reviewed his background in representing this area, and stated his expectations for the future.

**7.06: Adopt Resolution #15-01-001 for 2015 Council Organization; Resolution #15-01-009 Designating Financial Institutions as Official Depositories of City Funds for 2015; Resolution #15-01-011 Designating Bank of the West as Official Financial**

**Institution for the City of Ramsey Banking Services for Year 2015; and, Resolution #15-01-010 Authorizing Signatures for Financial Transactions**

City Administrator Ulrich presented the staff report and recommended revision to appoint Councilmembers Riley and Williams to the EDA with Councilmember LeTourneau serving as the alternate, leaving one EDA vacancy to be filled, and to appoint Councilmember Shryock to the Highway 10 Subcommittee.

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to Adopt Resolution #15-01-001 for 2015 Council Organization as amended above; Resolution #15-01-009 Designating Financial Institutions as Official Depositories of City Funds for 2015; Resolution #15-01-011 Designating Bank of the West as Official Financial Institution for the City of Ramsey Banking Services for Year 2015; and, Resolution #15-01-010 Authorizing Signatures for Financial Transactions.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, LeTourneau, Johns, Kuzma, Shryock, and Williams. Voting No: None.

**7.07: Schedule Council/Staff Strategic Planning Sessions(s)**

City Administrator Ulrich presented the staff report and asked if the Council supports bringing in a professional consultant, estimated to cost \$15,000 for a two-day session, to facilitate a Strategic Planning Session or would they prefer to have the sessions led by department heads.

Mayor Strommen commented on the history of past Councils to use professional outside consultants to facilitate strategic planning sessions, though she does not know if that needs to be done every year.

Councilmember Johns stated she finds it to be important to use a professional consultant every few years, noting it is already being considered annually on an internal basis. She stated she did not participate in the last strategic planning session and has felt she missed out in that effort. Councilmember Johns stated a willingness to reduce the scope of services if cost is an issue.

Councilmember Riley stated the Council went through the strategic planning session two years ago and at that time it was needed to rebuild trust between the Council and staff. He agreed that the Strategic Plan needs to be updated, but thought that it could be accomplished internally by the Council, who were elected as leaders, and the City's professional staff.

Councilmember Kuzma concurred, noting the Plan has a good matrix and a citizen survey was recently conducted that provided feedback, so it can be updated through an internal process.

Councilmember Shryock stated she was surprised by the \$15,000 price tag but after checking into the Prouty Project, received a positive reference. She stated that given two years ago provided a good base, the cost is high at \$15,000, and the City already has a survey, she thinks the Council and appropriate staff could assure the City is on the right track and make Strategic Plan modifications, if needed.

Councilmember LeTourneau stated the work conducted two years ago was needed and a valuable exercise that had an outcome with the greatest value because all participated and bought into it. He felt to some degree, that was the piece to reassemble around for the newly elected Councilmembers. Councilmember LeTourneau stated the Council has high trust but now the circumstances are to retool with a facilitator who can offer an outside perspective, understands how to move groups forward, and have staff become part of the process and not the driver of the process. With regard to the community survey, he felt it was a valuable tool that can be drawn upon. Councilmember LeTourneau described how a professional facilitator is able to corral all of the moving pieces and bring forward a product to assure staff is doing important things that make Ramsey a better community. He noted the prior process cost \$40,000 so this proposal has already been pared back and the scope well defined.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to adopt the work plan to hire a professional facilitator consultant for two strategic planning sessions at an estimated cost of \$15,000 to come from the Council Contingency Budget.

Further discussion: Councilmember Shryock asked how the electronic surveys plays into the \$15,000 cost, the status of the surveys/data, and whether the City can be efficient in using the surveys. She felt it was a good exercise to go through but the \$15,000 cost remains a concern. Councilmember LeTourneau stated the discussion on the survey is more about discovery and the consultant will put together discovery of the organization, the tools, and how they are interpreted. City Administrator Ulrich stated the citizen and employee and business surveys will be used but the piece that is missing is the Board and Commission Members and Chairs, which is something staff could conduct to get a reduced cost. Mayor Strommen stated a similar electronic survey was used prior to the last Strategic Planning Session, which could be used as a baseline. She noted that when hiring a facilitator to bring the Council through a process, those surveys will need to fit that same process, which is difficult to accomplish internally. Mayor Strommen stated she thinks strategic planning is important and three new members on the Council is a significant number even though not a majority. In addition, the process will create a result that the Council will own together and she believed it was time to move beyond 'A New Day, A New Beginning' and create a new frame. Mayor Strommen stated last time it was a significant investment but it became something that all bought into and the Plan continues to be used in Council's actions. She agreed that the cost is significant but she knows this group is worthwhile and knowledgeable of techniques to bring everyone into the process and participate in a different way. If internally led, she doubted it would result in the same product. Councilmember Shryock stated she does not want to negate the intent and supports the discourse as long as all take part. Councilmember Riley stated a comment was made that Council gave direction to staff but he disagrees and thinks between the department heads and Council they could do an admirable job in updating the Strategic Plan. He believed that spending \$15,000 on a facilitator is a waste of taxpayer's money. Mayor Strommen asked staff to explore whether the costs can be reduced.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Johns, and Williams. Abstain: Councilmember Shryock. Voting No: Councilmembers Kuzma and Riley.

City Administrator Ulrich offered potential dates to schedule the Strategic Planning Session.

The Council discussed dates determined availability on February 12 and 17, 2015. Mayor Strommen and Councilmembers Riley and Shryock indicated they are not able to be at the meeting by 4:00 p.m. City Administrator Ulrich stated he will confirm the dates and a start time of 5:30 p.m. with the consultant and report back.

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

### **8.01: Consider Citizen Engagement Process for Area South of Highway 10 between Llama Street and Bowers Drive**

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to approve a citizen engagement process for a small area land use planning exercise pertaining to the area south of Highway 10 between Llama Street and Bowers Drive.

Councilmember Riley asked if there was ever a time the City would not want to hold a public meeting to gain input.

Community Development Director Gladhill stated there is not and it is felt this is the appropriate time for this citizen engagement process.

The consensus of the Council was to support a citizen engagement process for a small area land use planning exercise pertaining to the area south of Highway 10 between Llama Street and Bowers Drive.

### **8.02: Upcoming Meetings and Events**

City Administrator Ulrich announced upcoming meetings and events and vacancies on Metropolitan Council Committees and Boards.

Mayor Strommen thanked third grade students who had sent her letters, noting they advocated for park amenities and sidewalks, while expressing concern with icy roads and speeding traffic.

## **9. ADJOURNMENT**

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

Motion carried.

The regular meeting of the City Council adjourned at 9:38 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Jo Ann M. Thieling  
City Clerk

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