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

The Ramsey City Council conducted a regular meeting on Tuesday, April 28, 2015, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: Councilmember Mark Kuzma

Also Present: City Administrator Kurtis Ulrich  
Finance Director Diana Lund  
Fire Chief Dean Kapler  
Police Chief Jeff Katers  
Public Works Superintendent Grant Riemer  
Civil Engineer II Leonard Linton  
City Clerk Jo Ann Thieling  
Community Development Director Timothy Gladhill  
City Engineer Bruce Westby  
City Attorney Joe Langel

**1. CALL TO ORDER**

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:02 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

**2. PRESENTATION**

**2.02: Police Department Update**

Police Chief Katers presented an update on Ramsey Police Department activities and stated he is proud of the Department.

The Council complimented Police Chief Katers on his presentation and indicated it is also proud of the Police Department.

### **3. CITIZEN INPUT**

None.

### **4. CONSENT AGENDA**

Motion by Councilmember Johns, seconded by Councilmember Shryock, to approve the following items on the Consent Agenda:

- 4.01: Receive March 2015 Financial Reports – General Fund and Enterprise Funds
- 4.02: Note the following Boards and Commissions Meeting Minutes:
  - 1) Environmental Policy Board Meeting Minutes dated March 2, 2015
  - 2) Economic Development Authority Meeting Minutes dated March 5, 2015
  - 3) Planning Commission Meeting Minutes dated March 5, 2015
  - 4) Park and Recreation Meeting Minutes dated March 12, 2015
  - 5) Environmental Policy Board Meeting Minutes dated March 30, 2015
- 4.03: Approve the following Meeting Minutes:
  - 1) City Council Joint Meeting with the City of Anoka dated April 13, 2015
  - 2) City Council Work Session dated April 14, 2015
  - 3) City Council Regular dated April 14, 2015
- 4.04: Approve Request to Declare Surplus Property
- 4.05: Authorize the 60-Day Extension of Agreement for Interim Fire Chief Services with the City of St. Francis
- 4.06: Adopt Resolution #15-04-104 Approving Cash Disbursements Made and Authorize Payment of Accounts Payable Invoicing Received during the Period of April 9, 2015 through April 22, 2015
- 4.07: Adopt Resolution #15-04-103 Granting Approval of Final Plat for Brookfield 6<sup>th</sup> Addition; Case of Brookfield Land, LLC and Capstone Homes, Inc.
- 4.08: Adopt Resolution #15-04-108 Approving Right of Entry Agreement for Construction of the Highway 10 and Armstrong Boulevard Interchange
- 4.09: Adopt Resolution #15-04-105 Accepting Grant Award from the Metropolitan Council for Sunwood Village in the Amount of \$780,000 and Approving Grant Agreement; Case of CommonBond Communities
- 4.10: Adopt Resolution #15-04-107 Accepting Access Easement and Permanent Sign Easement from Casey's General Stores, Inc.
- 4.11: Adopt Resolution #15-04-097 Approving an Encroachment Agreement for an Existing Deck and Septic System Located in a Drainage and Utility Easement at 8077 155<sup>th</sup> Lane NW; Case of Mike and Diana Swanson
- 4.12: Adopt Resolution #15-04-098 Approving an Encroachment Agreement for a Portion of a Proposed Deck in a Drainage and Utility Easement at 16901 Kamacite Street NW

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

## **5. APPROVE AGENDA**

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

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

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Adopt Resolution #15-04-087 Approving Plans and Specifications and Authorizing Advertisement for Bids for Garnet Street and 168<sup>th</sup> Avenue Reconstruction, Improvement Project #13-10**

City Engineer Westby presented the Garnet Street and 168<sup>th</sup> Avenue Reconstruction Improvement Project #13-10 totaling \$1,048,400 of which it is proposed to assess \$78,000 to benefiting properties. He also presented Alternate Bid #1 in the amount of \$25,533 for a permanent Feldspar Street cul-de-sac and Alternate Bid #2 in the amount of \$49,921 for a temporary 168<sup>th</sup> Avenue cul-de-sac. The City Engineer advised that the City has received no formal objections to the assessment but one resident questioned being assessed for the street, thinking it had not been constructed to standards in the first place. He indicated staff recommends to adopt the resolution approving final plans and specifications and authorizing advertisement for bids to ensure this project can be completed in 2015 and prevent the City from falling further behind in its long-term street maintenance program.

Councilmember Riley stated this project has been discussed for over a year. He clarified the City is discussing installing City water and sewer, it will be stubbed at both ends, and it could be extended to a new Brookfield Addition.

City Engineer Westby stated that is correct, it is set up to connect watermain along Garnet Street, will create a looped system, and 168<sup>th</sup> Street will have a watermain installed to connect to Garnet Street and a future Brookfield Addition. It is also proposed to install sanitary sewer since the road will be opened. One set of services will be installed to each of the 12 properties.

Councilmember Riley noted this will prevent having to reopen the street in the future and residents will not be required to connect at this time.

Motion by Councilmember Riley, seconded by Councilmember Johns, to Adopt Resolution #15-04-087 Approving Plans and Specifications and Authorizing Advertisement for Bids for Garnet Street and 168<sup>th</sup> Avenue Reconstruction, Improvement Project #13-10.

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

**7.02: Consider Multiple Actions Related to the Sale and Redevelopment of the City's Former Municipal Center Site Located at 15153 Nowthen Boulevard**

**7.02:1 Land Swap Agreement with Meadow Creek Builders, Inc.**

Community Development Director Gladhill explained the Council is asked to consider three actions related to the sale and redevelopment of the City's former Municipal Center site located at 15153 Nowthen Boulevard to allow the development of Harvest Estates comprised of 44 detached single-family homes. He described the location of the two properties involved and displayed the legal description as being Lot 1, Block 2, MEADOW, for the temporary easement for ingress, egress, drainage and utility purposes. Community Development Director Gladhill reviewed the estimated costs to relocate utilities and purchase a permanent utility and trail easement and the lower costs associated with a land swap.

Mayor Strommen stated her concern that the City is not paying for something twice and accommodations had not been made originally when the City attained this easement.

Community Development Director Gladhill stated this is a temporary easement, not a permanent easement, but staff will verify there had not been a prior cash contribution or other consideration given.

**7.02:2 First Amendment to Purchase Agreement with GS Land, LLC**

Community Development Director Gladhill reviewed the terms in the First Amendment to the Purchase Agreement with GS Land, LLC. It was noted the total original offer was \$920,000 and the total adjusted transaction price is now \$895,960 with the per acre offer for Phase 1 and 2 remaining the same.

**7.02:3 Request for Use of Anoka County Housing Redevelopment Authority Dollars to Assist with Redevelopment Costs**

Community Development Director Gladhill presented the request to use Anoka County Housing Redevelopment Authority (HRA) dollars to help defray some of the redevelopment costs and allow Phase 2 of Harvest Estates to occur.

Motion by Councilmember Shryock, seconded by Councilmember Riley, to Approve the Land Swap Agreement with Meadow Creek Builders, Inc.; the First Amendment to the Purchase Agreement with GS Land, LLC; and, authorize use of Anoka County Housing Redevelopment Authority (HRA) dollars to assist with redevelopment costs.

Further discussion: Councilmember Riley noted the land swap keeps the City's options open, fixes past problems so the City will now own property on which its utilities are located, and the

purchase price reduction is related to the one-quarter acre that is being moved from one developer to another.

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

**7.03: Adopt Resolution #15-04-093 Granting Preliminary Approvals for COR Parkview Addition and Parkview East**

**7.03:1 Preliminary Plat for Major Subdivision**

**7.03:2 Preliminary Site Plan for 121 Unit Apartment Building**

Community Development Director Gladhill reviewed the staff report, described the proposed project, and recommendation of the Planning Commission, Environmental Policy Board, and staff to approve the Preliminary Plat for Major Subdivision and Preliminary Site Plan for the Parkview East Apartment Complex. It was noted the developer will need to satisfy the contingencies of the Preliminary Plat and Preliminary Site Plan approval and secure Final Plat and Final Site Plan approval.

Councilmember Shryock asked whether the back of the garage stalls will face the road or parking lot.

Community Development Director Gladhill displayed a site plan, noting the series of three garage buildings, totaling 16 stalls, that will back to Sunwood Drive and be visible until other buildings are constructed along Sunwood Drive. He also presented exterior elevations and described views from the amphitheater and Ramsey Parkway. Community Development Director Gladhill stated the Environmental Policy Board (EPB) had recommended additional landscaping to soften the rear view of those garages.

Councilmember Riley stated a lot has been made of the number of parking stalls but it appears the real intent is to avoid an expansive asphalt parking lot by constructing tuck-under garages and detached garages to house vehicles inside and reduce the number of outdoor stalls.

Community Development Director Gladhill reviewed the Planning Commission's focused discussion on the Design Framework language relating to minimum and maximum parking stalls. He stated the Planning Commission decided that in this circumstance, all parking stalls should be counted. Community Development Director Gladhill stated they have the right to go above two stalls per unit through a CUP.

Matt Kuker, PSD, LLC, stated the parking in this situation is different because of the next door park and successful concerts that result in a flood of parking that may create issues for tenants resulting in having to offer a rent reduction or satisfy their parking need in another way. They tried to shield the parking as much as possible as it is not feasible to construct parking underground. Mr. Kuker stated the majority of units have two to three bedrooms so there may be more than two drivers per unit. Based on their experience with other similar projects, he and his

partner support a higher ratio of parking. Mr. Kuker stated he thinks this project will bring a lot of traffic to The COR and be beneficial to everyone.

Mayor Strommen stated the Council may want to discuss parking ratios in the future to assure they are reasonable, provide adequate parking, and meet the resident's needs.

Councilmember Shryock stated support for considering the park area when designing this project. She stated she is comfortable keeping the additional parking as proposed but wants to encourage residents to park on their side to assure parking is available on Ramsey Parkway for visitors and those who want to use the park.

Mr. Kuker stated another option would be to sign the park side of the road for three hour parking.

Mayor Strommen stated she finds it reasonable to address the concern of creating a sea of parking through landscaping and the concern of providing adequate parking for park users through signage.

Councilmember Shryock stated she does not have a problem with the profile of the garages as they contain architectural features. She encouraged breaking up the visual aspect through intermittent green plantings such as trees rather than only low landscaping such as bushes.

Mr. Kuker stated he will work with staff to assure the landscaping is adequate and appropriate.

Councilmember Johns supported the comments of Councilmember Shryock to address the view of the garages with softscapes and incorporating as many trees as possible. She asked staff to address the spaces between the road surfaces and asked if there will be medians and sidewalks.

Community Development Director Gladhill stated along the street, the Design Framework is prescriptive of plantings, grassy boulevards, and sidewalk widths.

Councilmember LeTourneau agreed the City will struggle with parking requirements and assuring resident's needs are met as the community develops. He stated he appreciates the great spirit of cooperation with PSD, LLC and understands this is a market driven project. Councilmember LeTourneau stated he also appreciates the input of the EPB in how they want the interior to be occupied with green space. He noted the stormwater management piece is unique and sets a new standard to collect and use runoff from asphalt surfaces for irrigation so they can rely less on the aquifer while creating a better aesthetic value.

Motion by Councilmember LeTourneau, seconded by Councilmember Williams, to Adopt Resolution #15-04-093 Granting Preliminary Plat and Preliminary Site Plan Approvals for COR Parkview Addition/Parkview East, with required revisions as outlined in the Staff Review Letter.

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

**7.04: Introduce Ordinance #15-08 Amending City Code Section 117-355 Entitled Residential Off-Street Parking**

Community Development Director Gladhill reviewed the staff report and recommendation to amend City Code Section 117-355, Residential Off-Street Parking, and create a consistent setback of five feet for parking motor vehicles and equipment on residential properties regardless of lot size.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to Introduce Ordinance #15-08 Amending City Code Section 117-355 Entitled Residential Off-Street Parking.

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

**7.05: Consider Amendment to Purchase Agreement by and between the City of Ramsey and CommonBond Communities for Outlot A, COR ONE; Case of Common Bond Communities**

Community Development Director Gladhill reviewed the staff report and request of Common Bond to extend its Purchase Agreement to close on, or before, October 1, 2015.

The Council indicated it supported this recommendation and thanked staff for negotiating this positive outcome.

Motion by Councilmember Riley, seconded by Councilmember Williams, to Approve Amendment to the Purchase Agreement by and between the City of Ramsey and CommonBond Communities for Outlot A, COR ONE; Case of Common Bond Communities, subject to review and approval by City Attorney.

Further discussion: Councilmember LeTourneau asked about the anticipated date of opening. Community Development Director Gladhill stated it is hoped the transaction will close early but even if it closes by October 1, 2015, footings can be installed and the project constructed with an opening in 2016.

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

**7.06: Consider the Surface Water Management Plan Update**

Civil Engineer II Linton reviewed the proposed updates to the Surface Water Management Plan (SWMP) and staff's recommendation for approval. It was noted the Environmental Policy Board (EPB) reviewed the SWMP at its March meeting and was in general agreement with its contents.

Councilmember LeTourneau thanked Civil Engineer II Linton for the informative presentation and the EPB for its detailed consideration of this Plan.

City Administrator Ulrich recognized Civil Engineer II Linton for this effort, noting he is truly an expert on water management and most times, this type of complex plan would have been contracted out.

Mayor Strommen concurred and asked staff to clarify specific reference to the wetland buffer to clarify that is not currently part of the City's Code.

Civil Engineer II Linton explained the Plan was revised to remove the consultant speaking to the City and some references to the buffer as that is not part of the City's ordinances. He stated he will review that issue.

Mayor Strommen commented that this is an important document in the issue of stormwater management, drainage, and water quality and will become even more important in the future to reduce impact on the aquifer. She stated her hope the Council will understand the importance of this Plan through more frequent review and use.

Motion by Councilmember LeTourneau, seconded by Councilmember Shryock, to approve the preliminary updated Surface Water Management Plan and forward it to the Lower Rum River Watershed Management Organization and Metropolitan Council for review.

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

#### **7.07: Review and Recommend a Response to the Metropolitan Council Regional Housing Policy Plan 2015 Amendment**

Community Development Director Gladhill reviewed the City's response to the Metropolitan Council's Regional Housing Policy Plan and stated staff had asked Ramsey's new sector representative if the affordable housing goals being published are going to be utilized to allow or not allow expansion of the MUSA. He reviewed the four additional statements added at the end of the document as recommended by the Planning Commission.

Mayor Strommen stated her appreciation to the Planning Commission for their consideration and additional comments. She asked staff to refine the statement on aging population.

Councilmember Riley thanked staff for addressing his questions in the revisions and concern that the Metropolitan Council sector representative has not yet made a response. Since that is the case, he supported removing language indicating: "*...leverage SAC to promote affordable housing*" and "*...explore opportunities to promote affordable housing production through its handling of Sewer Availability Charge...*"

Community Development Director Gladhill asked Councilmember Riley if he supports removing that verbiage if the intent is to limit future expansion.

Councilmember Riley answered in the affirmative.

Mayor Strommen noted the outcome is to clarify that it shall not result in that limitation so the language asks for clarification and also expresses the City's concern about the outcome.

Community Development Director Gladhill stated language can be added that if this is intended to limit future MUSA expansion, then the City would definitely object to that provision and ask that the language be stricken.

Mayor Strommen stated it is more than striking the language but also the City's objection to the policy behind that language.

Councilmember Williams concurred and noted the order of questions and comments does not follow logically the chronology of amendment or order of concern. She stated the Council has talked about the SAC policy, which is a significant concern, but its current location does not convey the amount of concern behind that particular ruling. Councilmember Williams suggested staff take another look at the response, pull forward the top items, and correct exhibit titles that are not matching.

Community Development Director Gladhill stated staff understands the order of priorities and can arrange it in such a way.

Mayor Strommen stated they can either be listed in priority order or broken into categorical sections such as general assumptions, comments on amended plan, policy comments, format comments, and then working group comments.

Motion by Mayor Strommen, seconded by Councilmember LeTourneau, to Approve the City's draft response to the Metropolitan Council's Regional Housing Policy Plan with revisions as directed by the Council.

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

#### **7.08: Request for HeartSafe Funding**

City Administrator Ulrich reviewed the request of Tim Hoffman, citizen volunteer coordinator of the Ramsey HeartSafe-Ramsey Program, for a financial contribution of \$1,100 towards the purchase an Automatic External Defibrillator (AED) for the Elmcrest Park building. If approved, staff recommends funding through the Council Contingency Fund.

Councilmember Williams stated she agrees with staff that this will be a timely and important addition to Elmcrest Park. She asked whether this should be the start of a broader policy to further support HeartSafe training in the community and provide this resource at other City facilities.

Mayor Strommen concurred and stated support to discuss making this a Citywide policy. She asked staff to bring this topic forward to a Work Session for discussion.

Motion by Councilmember Johns, seconded by Councilmember Williams, to Approve an Allocation of \$1,100 from the City Council's Contingency Fund to be used to purchase an Automatic External Defibrillator (AED) for the Elmcrest Park building.

Further discussion: Councilmember LeTourneau stated this is a great use for these funds especially considering the amount of activity that occurs at Elmcrest Park

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

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

City Administrator Ulrich reported on testimony given before the Legislature related to the Rail Separation Grant and Highway 10 corridor.

City Administrator Ulrich announced the success of the Pet Clinic and upcoming Pet Clinic scheduled for May 17, 2015. He provided updates on construction projects including Armstrong Boulevard and announced upcoming events.

Mayor Strommen reported on her attendance at the Minnesota Mayor's Conference and noted the Environmental Policy Board may be interested in the DNR presentation on groundwater. Mayor Strommen announced she will be meeting this week with members of the Northfork Homeowner's Association.

Civil Engineer II Linton displayed a copy of the 2008 Surface Water Management Plan he had earlier referenced and described the format that will be used for the updated Plan.

## **9. ADJOURNMENT**

Motion by Councilmember Riley, seconded by Councilmember Williams, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:51 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.*