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

The Ramsey City Council conducted a regular meeting on Tuesday, November 24, 2015, 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
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
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 7:00 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

2. PRESENTATION

2.01: Karen George, Executive Director of Quad Cities Cable Television (QCTV) the National Award of Excellence for QCTV

Karen George, Executive Director of Quad Cities Cable Television, thanked Ramsey for the support the City has given since the organization originated in 1982. She noted that the organization has gone through a number of changes in recent years in order to remain current. She stated that the organization received an award in overall excellence in public education and government access. She noted that there were 1,000 entries overall and QCTV was pleased to be honored.

Councilmember LeTourneau appreciated the work and leadership that Ms. George provides, noting that it is a pleasure to be a part of the Cable Commission and commended Ms. George and her staff.

3. CITIZEN INPUT

Roger Johnson, Coon Rapids resident, stated that he has served on the Coon Rapids Board of Adjustment and Appeals. He introduced himself and stated that he will be filing for the special Senate election for District 35, which will take place on February 9th. He stated that his sole purpose was to put a face to his name and noted that he would be open to hearing any discussions that Ramsey residents may have. He noted that additional information can be found at www.rogerjohnsonforsenate.com.

Mayor Strommen noted that polling information will be posted on the City website for the special election in due course.

4. CONSENT AGENDA

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

- 4.01: Receive Cash and Investments for Period Ending October 31, 2015
- 4.02: Receive October 2015 Financial Reports – General Fund and Enterprise Funds
- 4.03: Approve the following Meeting Minutes:
 - 1) City Council Special Work Session dated November 10, 2015
 - 2) City Council Work Session dated November 10, 2015
 - 3) City Council Regular dated November 10, 2015
- 4.04: Adopt Resolution #15-11-289 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 5, 2015 through November 18, 2015
- 4.05: Adopt Resolution #15-11-285 Not Waiving Statutory Tort Limits
- 4.06: Adopt Resolution #15-11-288 Approving an Encroachment Agreement for a Portion of a Driveway in a Drainage and Utility Easement at 5581 148th Lane NW; Case of Douglas and Vicky Foyt
- 4.07: Adopt Resolution #15-11-281 Approving Partial Payment to Douglas-Kerr Underground, LLC for IP 15-21 Ridgepoint Residential Development
- 4.08: Adopt Resolution #15-11-282 Approving a Partial Payment to Hardrives, Inc. for IP #15-00 2015 Street Maintenance Program Division B
- 4.09: Adopt Resolution #15-11-283 Approving Final Payment to Construction Results Corporation for IP #14-28 Parking Ramp Garage Enclosure
- 4.10: Adopt Resolution #15-11-284 Approving Partial Payment to Brennan Construction of MN, Inc. for IP #14-30 Fire Station #2
- 4.11: Adopt Resolution #15-11-286 Approving Partial Payment to Kuechle Underground for Improvement Project #13-10, Garnet Street and 168th Avenue Reconstruction

- 4.12: Adopt Resolution #15-11-290 Accepting Exercise Equipment Donation Valued at \$1,700 from Gail Graw for Placement in New Fire Station #2
- 4.13: Adopt Resolution #15-11-279 Adopting the 2016 Parking Ramp Maintenance Budget and Adopt Resolution #15-11-280 Allocating the Parking Ramp Maintenance Costs per the Adopted 2016 Budget
- 4.14: Adopt Resolution #15-11-291 Approving the Registered Land Survey Associated with Improvement Project #12-22: Riverdale Drive Extension

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adoption of Ordinance #15-18 Adopting 2016 Schedule of Rates, Fees and Charges

Presentation

Finance Director Lund reviewed the staff report and recommendation to waive the City Charter requirement that the Ordinance be read aloud and adopt Ordinance #15-18 adopting the 2016 schedule of rates, fees and charges as proposed.

Public Hearing

Mayor Strommen called the public hearing to order at 7:11 p.m.

Citizen Input

There was none.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to close the public hearing.

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

The public hearing was closed at 7:12 p.m.

Council Business

Motion by Councilmember Johns, seconded by Councilmember Riley, to adopt Ordinance #15-18 Establishing Permit Fees, Service Charges, and Various Other Fees to be Collected by the City of Ramsey.

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

A roll call vote was performed by the Recording Secretary:

Councilmember LeTourneau	aye
Councilmember Shryock	aye
Councilmember Johns	aye
Councilmember Williams	aye
Councilmember Kuzma	aye
Councilmember Riley	aye
Mayor Strommen	aye

Motion carried.

7. COUNCIL BUSINESS

7.01: Consider Adopting Resolutions #15-11-272 and #15-11-273 Approving a Conditional Use Permit to Exceed Sign Size and Height Restrictions at 8035 Riverdale Drive NW; Case of Ramsey-Arbor Properties, LLC

Community Development Director Gladhill reviewed the staff report and recommendation to approve a conditional use permit to exceed the square footage and height limitation for a ground sign in the Armstrong Boulevard Interchange Overlay District without incorporating additional design elements, such as a monument style base finish consistent with the exterior finish of the principal building to a minimum height of six feet; and adopt Resolution #15-11-272 approving Finding of Fact #0957 and Resolution #15-11-273 relating to Ramsey-Arbor Properties, LLC's request for a conditional use permit to exceed sign restrictions established in City Code.

Councilmember LeTourneau referenced the minutes from the Planning Commission meeting and stated that he is in agreement with the height of the proposed sign. He stated that he is not comfortable with the aesthetic portion as that is part of the Ordinance and the corridor. He noted that there was not a particular reason noted in the minutes and believed that there is aesthetic value and consistency provided by following the Ordinance.

Community Development Director Gladhill provided additional information on the discussion noting that the sign would not be visible because of the retaining wall and would only be visible from the users of US Bank. He stated that there was healthy discussion and there may not have been full consensus from all the Commissioners. He stated that the applicant would prefer not to incur the additional cost and the majority of the Planning Commission felt that the improvement would be lost in the interchange because of the proximity to the interchange.

Councilmember LeTourneau agreed that the view from the highway would not be benefited but his concern is with the development around that neighborhood and how the neighbors would view that pole. He stated that originally the intent was to blend in with the building and create an aesthetic for the user of the building and the people in that area. He stated that he would like to stay within the policy as much as possible. He stated that he would support the height but would like the aesthetic portion for the first six feet to be included.

Community Development Director Gladhill noted that change could occur as this would be a Conditional Use Permit.

Mayor Strommen stated that in review of the Planning Commission minutes they had decided that in this case they were in agreement with providing flexibility but would also like to further discuss the policy going forward.

Councilmember Kuzma asked if this would have to go back to the Planning Commission.

Mayor Strommen stated that the Council could simply amend the recommendation as there is not additional work to be done.

Community Development Director Gladhill asked that the Council remain cognizant about the 60 day review rule should this be directed to go back to the Planning Commission.

Councilmember Riley stated that while he understands the policy direction he also acknowledges that could be an investment that would not be seen.

Councilmember Shryock asked where the sign would be located on the property.

Community Development Director Gladhill identified the site location map that was included in the Council packet.

Councilmember Riley asked if the pole would be visible from Highway 10 or the interchange.

Community Development Director Gladhill stated that it would be helpful to have more in depth drawings in this and future cases. He stated that there would be some visibility at some points but there would be several points that would be severely obstructed.

Mayor Strommen stated that there is no finding of fact in relation to this issue specifically and suggested that item be addressed.

Community Development Director Gladhill stated that another finding could be added stating that due to the proximity and grade change that the item could be waived in this situation. He stated that there will be some points that the pole would be visible to public view but there would be many areas where the view would be obstructed. He agreed that a continued policy discussion would be helpful in the future.

Councilmember LeTourneau stated that he drives that location daily and there would be clearly visibility for eastbound and business district traffic. He stated that although not many people may look at it, there will be a view shed and therefore the Ordinance should be followed.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to Adopt Resolution #15-11-272 Adopting Findings of Fact #0957 Relating to a Request from Ramsey-Arbor Properties, LLC for a Conditional Use Permit to Exceed Sign Size and Height Restrictions for a Ground Sign to be Located at 8035 Riverdale Drive NW, contingent on clarifying that the CUP shall require the installation of the first six feet of base.

Further discussion: Steve Young stated that he is also concerned with materials for the building noting that he went above and beyond with the materials used to construct the building. He noted that his plan was to plant six-foot evergreens near the base of the sign to soften the view but would be happy to follow the direction of the Council.

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

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to Adopt Resolution #15-11-273 Approving the Issuance of a Conditional Use Permit to Ramsey-Arbor Properties, LLC Based on Findings of Fact #0957 to Exceed Sign Regulations Established in City Code and Declaring Terms of the Permit, contingent on clarifying that the CUP shall require the installation of the first six feet of base.

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

7.02: Consider Adopting Ordinance #15-17 Amending City Code Chapter 105 (Buildings and Building Standards) Related to Allowable Hours of Construction

Community Development Director Gladhill reviewed the staff report and recommendation to waive the City Charter requirement to read the ordinance aloud and to adopt Ordinance #15-17 Amending City Code Chapter 105 Related to Allowable Hours of Construction.

Councilmember Riley stated that this Ordinance does the opposite of what the City intended to do and therefore he would be opposing this item.

Mayor Strommen agreed with the comments of Councilmember Riley that the burden is wrongly being placed on the City rather than the developer and therefore she would be opposing this Ordinance as well.

Motion by Councilmember LeTourneau, seconded by Councilmember Williams, to adopt Ordinance #15-17 Amending Chapter 105 (Building and Building Regulations) of the Ramsey City Code Amending the Allowable Hours of Construction.

A roll call vote was performed by the Recording Secretary:

Councilmember LeTourneau aye
Councilmember Shryock aye
Councilmember Johns aye
Councilmember Williams aye
Councilmember Kuzma aye
Councilmember Riley nay
Mayor Strommen nay

Motion carried.

7.03: Consider Adopting Ordinance #15-15 Amending City Code Section 117-1 (Definitions) Chapter 117, Article II, Division 4, Subdivision III (Floodplain Overlay Districts)

Community Development Director Gladhill reviewed the staff report and recommendation to waive the City Charter requirements to read the ordinance aloud and adopt Ordinance #15-15 amending Section 117-1 (Definitions) and Chapter 117, Article II, Division 4, Subdivision III (Floodplain Overlay Districts) to incorporate by reference the updated Flood Insurance Rate Maps and the Flood Insurance Study, both dated December 16, 2015.

Councilmember Kuzma stated that the maps are outdated and the updates will be helpful to residents.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to adopt Ordinance #15-15, an amendment to Chapter 117 of the City Code, which Chapter is Known as Zoning and Subdivisions of the City Code of Ramsey, Minnesota, Amending Section 117-1 (Definitions) and Subdivision III, (Floodplain Overlay Districts) of the Ramsey City Code.

A roll call vote was performed by the Recording Secretary:

Councilmember LeTourneau aye
Councilmember Shryock aye
Councilmember Johns aye
Councilmember Williams aye
Councilmember Kuzma aye
Councilmember Riley aye
Mayor Strommen aye

Motion carried.

7.04: Consider Adoption of Resolution #15-11-287 Authorizing Preparation of Plans and Specifications for Riverdale Drive Extension from Traprock Street to Ramsey Boulevard, Improvement Project #16-20

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #15-11-287 authorizing City staff to accept the proposal from Bolton & Menk, Inc. in the amount of \$89,170 to prepare final Plans and Specifications to extend Riverdale Drive from Traprock Street to Ramsey Boulevard in 2016.

Councilmember Ulrich noted that this would provide an important connection to residents without having to access Highway 10.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to adopt Resolution #15-11-287 Authorizing Preparation of Plans and Specifications for Riverdale Drive Extension from Traprock Street to Ramsey Boulevard, Improvement Project #16-20.

Further discussion: Councilmember Kuzma stated that the case states that the project would be funded through MSA funds and asked if those funds would be available for alternate projects if this was not approved.

City Engineer Westby confirmed that if the funds were not used for this project they would remain in the account for other MSA projects.

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

7.05: Public Works Campus Space Needs Analysis

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and reported that BKV, City staff, and the Public Works Committee have identified “Option A” in the report as the most desired site and building layout. He noted that all three groups recommend that the City Council adopt the space needs analysis, which will provide general policy direction.

Bruce Schwartman, BKV, provided an overview of the space needs analysis that was completed for the public works campus. He stated that the area defined for the campus was 66,000 square feet and noted that size is consistent with other similar municipalities. He noted that the option recommended, Option A, would utilize two of the existing buildings for storage and/or cold storage.

Councilmember Kuzma stated that he feels that this is premature as the Fire Station still needs to be completed and therefore he would not be supporting this item.

Mayor Strommen stated that the action tonight is simply to accept the report and not to take action.

Councilmember Kuzma stated that he would support accepting the report but did not want to start a timeline.

City Administrator Ulrich noted that this report identifies the space for the campus and therefore decisions can be made on other sites that were being looked into. He advised that site preparations could also occur in the future.

Councilmember Riley stated that the Public Works Committee has reviewed this multiple times and stated that Option A was identified as the best option because it would utilize existing buildings as well.

Councilmember Williams asked for additional information on a return on the investment.

Mr. Schwartzman explained that the goal was to assess public works first and how to accommodate the public works operations, rather than to provide a return on the investment. He noted that there would be developable land available with Option A, compared to Option B.

Asst. City Administrator/Economic Development Manager Brama provided additional information, noting that Option A would provide the most amount of land available for alternate development outside of the 300-foot setback from the railroad tracks. He noted that Option D would actually provide more development opportunity but would not fit with the operational needs of the public works department and that is why Option A is recommended.

Councilmember Shryock noted that this does solidify information that is already known and looked forward to continuing discussions in the next few years.

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to adopt the future public works campus space needs analysis.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich reported that the resignation of Fire Chief Kapler was received, with an estimated leave of March 2016. He advised of upcoming events and activities.

Councilmember Riley stated that the City of Ramsey EDA business working breakfast occurred this morning and 83 individuals attended to learn about business resources available.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:11 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.