

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, April 11, 2017, 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

Also Present: City Administrator Kurtis Ulrich  
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

**1. CALL TO ORDER**

Mayor Strommen called the City Council Work Session to order at 5:35 p.m.

**2. TOPICS FOR DISCUSSION**

**2.01: Review of Updated Strategic Plan**

City Administrator Ulrich reviewed the staff report.

Mayor Strommen referenced the needs analysis that was discussed for a possible community center and was not certain that the language used regarding programming was the proper translation.

Parks and Assistant Public Works Superintendent Riverblood stated that he believed feasibility study would be a good term to use. He explained that the Resilient Communities would be a good fit to collect data for this process. He explained that this would simply be a process to gather information.

City Administrator Ulrich noted that the language would be changed to reflect a needs assessment or feasibility study. He continued to review the Strategic Plan details that had been

amended based on the previous Council direction. He referenced a position that is listed that has had an amended description regarding code enforcement.

Councilmember Riley stated that it appears the position has been morphed but wanted to ensure that the position will still fulfill the desired needs.

Community Development Director Gladhill stated that the goal has not been watered down, but the language and approach was changed from traditional code enforcement to more of an incentivized and advocacy approach.

Mayor Strommen noted that the outcome remains the same, the tool has simply changed that would be used to achieve the desired outcome.

Councilmember Kuzma noted that he would want to ensure that discussion occurs during the upcoming budget season regarding events such as the concerts in the park.

Mayor Strommen noted that the concerts in the park could either fit into the recreation item, connection to the parks, or community events.

Councilmember Kuzma stated that while he acknowledges the need for a new public works garage, he feels that there are serious budget discussions that need to occur as he is unsure how that could be funded without raising taxes.

City Administrator Ulrich stated that staff would like to have more detailed plans and costs. He noted that the item has been included in the five and ten-year budget forecasts. He agreed that it is a big item that will require additional discussion, noting that this will just be considered step by step.

Mayor Strommen stated that the Council will need to move forward with a decision this year and believed that the financial analysis will be necessary for the Council to make that decision and should be listed as a key outcome.

It was the consensus of the Council not to include the SWOT or the Environmental Policy Board Work Plan with the Strategic Plan.

City Administrator Ulrich stated that staff will make the adjustments discussed and the Strategic Plan will come back before the Council at the April 25<sup>th</sup> meeting for formal adoption.

## **2.02: Review RFP Process for Towing Contract**

Police Chief Katers reviewed the staff report.

Councilmember Kuzma asked if the prices would be held at the same price for three years, if the contract term is three years.

Police Chief Katers replied that the contract is typically locked in for the same rate for the term of the contract and does not include rate increases within the contract term. He clarified that his recommendation would be to go out for an RFP this year and then sign a three-year term contract.

Councilmember Riley stated that staff should make every attempt possible to tighten up the language and clarify the definitions within the RFP to ensure that there is not confusion by the bidders.

Mayor Strommen referenced the performance standard section, noting that it appears to be based upon price.

City Administrator Ulrich noted that perhaps alternate language could be used, noting that the cost is not the only element as some companies do not provide all of the services directly and contract out for certain services.

Councilmember LeTourneau stated that he does not understand how the ranking is done. He was not sure how it would be determined that a bidder would receive a one or a three. He stated that perhaps a range of prices could be listed for each assigned number.

Police Chief Katers explained that there is a process used to assign rank and noted that the process could be spelled out a bit more.

Councilmember Riley stated that he believes that it should be made clear that the City is looking for quality of service and cost will be an element of that review, not the sole element.

Police Chief Katers noted that he will make the revisions as discussed and bring the item back before the Council.

### **3. TOPICS FOR FUTURE DISCUSSION**

#### **3.01: Review Future Topics/ Calendar**

City Administrator Ulrich noted that a joint session with the Planning Commission will occur on April 25<sup>th</sup> and a session with the Anoka Ramsey Athletic Association will occur at the first worksession in May.

Parks and Assistant Public Works Superintendent Riverblood provided additional details on some concepts that are being considered for development features within The COR. It was noted that perhaps it would be helpful for the Council to tour some of those features already in existence in other cities to gain additional perspective.

Councilmember Shryock noted that perhaps a written tour could also be made available to members involved in the Comprehensive Plan Steering Committee, should they want to take the tour on their own.

**4. MAYOR / COUNCIL / STAFF INPUT**

None.

**5. ADJOURNMENT**

The Work Session of the City Council was adjourned at 6:40 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.*