

TABLE OF CONTENTS

- 1. CALL TO ORDER 2
- 2. PRESENTATION..... 2
- 3. CITIZEN INPUT 2
- 4. CONSENT AGENDA 2
- 5. APPROVE AGENDA 3
- 6. PUBLIC HEARING 4
 - 6.01: Public Hearing to Consider Adoption of Resolution #18-012 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #18-03, 2018 Street Overlay Improvements..... 4
 - 6.02: Public Hearing to Consider Adoption of Resolution #18-010 Adopting the City of Ramsey’s 2018-2027 Capital Improvement Plan (CIP) 5
- 7. COUNCIL BUSINESS..... 6
 - 7.01: Consider Approving Plans and Specifications and Advertise for Bids: Trott Brook Boardwalk 6
 - 7.02: Consider Introducing Ordinance #18-04 Establishing E-3 Employment Zoning District 7
 - 7.03: Consider Introducing Ordinance #18-05 Rezoning of Subject Properties to R-3 Employment District..... 7
 - 7.04: Consider Adopting Resolution #18-016 Approving Sketch Plan for Affinity at Ramsey (Project #17-142); Case of Inland Group..... 10
- 8. MAYOR, COUNCIL AND STAFF INPUT 11
 - 8.01: Request from Youth First: Proposed Basketball Court on City Owned Land..... 11
 - 8.02: Other 11
- 9. ADJOURNMENT 11

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

The Ramsey City Council conducted a regular meeting on Tuesday, January 9, 2018, 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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Finance Director Diana Lund
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
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 regular meeting of the Ramsey City Council to order at 7:05 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

2. PRESENTATION

None.

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 Cash and Investments for Period Ending December 31, 2017

- 4.02: Receive November 2017 Financial Reports – General Fund and Enterprise Funds
- 4.03: Note the Following Boards and Commissions Meeting Minutes:
- Planning Commission Meeting Minutes dated November 2, 2017
 - Economic Development Authority Meeting Minutes dated November 9, 2017
 - Environmental Policy Board Meeting Minutes dated November 13, 2017
- 4.04: Approve Licenses
- 4.05: Approve Rental Licenses
- 4.06: Approve Amending City Council Meeting Schedule for 2018
- 4.07: Approve the following Meeting Minutes:
- 1) City Council Work Session dated December 12, 2017
 - 2) City Council Regular dated December 12, 2017
- 4.08: Approve Request to Declare Surplus Property
- 4.09: Approve Greenway Terrace Right of Entry Agreement
- 4.10: Adopt Resolution #18-011 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 7, 2017 through December 28, 2017
- 4.11: Adopt Resolution #18-015 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 29, 2017 through January 3, 2018
- 4.12: Adopt Resolution #18-001 for 2018 Council Organization; Resolution #18-006 Designating Financial Institutions as Official Depositories of City Funds for 2018; Resolution #18-008 Designating Bank of the West as the Official Financial Institution for the City of Ramsey Banking Services for the Year of 2018; and Resolution #18-007 Authorizing Signatures for Financial Transactions
- 4.13: Adopt Resolution #18-009 Approving the City of Ramsey’s 2019 Budget Calendar
- 4.14: Adopt Resolution #18-014 Adopting 2018 Enterprise Fund Budgets
- 4.15: Adopt Resolution #18-003 Approving Partial Payment to Douglas-Kerr Underground LLC for IP 16-20 Riverdale Drive Extension from Traprock Street to Ramsey Boulevard
- 4.16: Adopt Resolution #18-002 Approving Partial Payment to Douglas-Kerr Underground, LLC for IP 17-10, Puma Street Utility Improvements
- 4.17: Adopt Resolution #18-013 Rescinding Award of Contract for Improvement Project #17-13, Potassium Street Cul-De-Sac Improvements
- 4.18: Adopt Resolution #18-019 Approving the Conveyance of a Permanent Ingress Egress Easement Across Lot 1, Block 1, COR Stone Brook Academy Plat
- 4.19: Adopt Resolution #18-018 Appointing Election Judges for the Special Primary Election on February 13, 2018

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adoption of Resolution #18-012 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #18-03, 2018 Street Overlay Improvements

Presentation

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-012 accepting Feasibility Report and ordering Plans and Specifications for Improvement Project #18-03, 2018 Street Overlay Improvements. He noted that this would allow these public streets to be most cost-effectively maintained. He stated that two revisions were made to the Feasibility Report, adding a parcel that was included on the map but missing from the assessment roll and to update the project schedule.

Councilmember Riley asked if it is possible that there is one half inch of blacktop on a road.

City Engineer Westby replied that it is possible as some of the roads were built in 1974. He stated that sometimes potholes develop and perhaps that depth was within a pothole or in an area where patching was previously done.

Public Hearing

Mayor Strommen called the public hearing to order at 7:21 p.m.

Citizen Input

Tom Olson, 15811 Okapi Street NW, stated that he is not in support of the project. He noted that he has lived in his home since 1990 and does not believe the road condition is poor. He stated that there was patching and crack sealing the previous year. He noted that he walks the road daily and there is not much traffic on the roadway. He stated that perhaps the overlay is an unnecessary measure and therefore action could be delayed.

Motion by Councilmember Johns, seconded by Councilmember LeTourneau, to close the public hearing.

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

The public hearing was closed at 7:23 p.m.

Council Business

Mayor Strommen referenced the resident comment and asked the rating of the roadway mentioned.

City Engineer Westby replied that the rating is a four, noting the year of construction and the one sealcoat that took place. He reviewed the preferred schedule of maintenance.

Councilmember LeTourneau asked for additional input on how a resident can appeal or the other options a resident may have that objects a project.

City Engineer Westby stated that the City Charter allows residents to petition against a Council initiated project, if they are able to gather signatures from 60 percent of the impacted properties. He stated that if that is completed, the petition could be presented to the Council/City Administrator and would cancel the project for up to a period of one year or more. He stated that the street has a rating of four and therefore pushing the overlay off for a period of several years could result in the City having to reconstruct the roadway rather than complete an overlay, which would have a much heavier cost.

Mayor Strommen stated that the City is attempting to complete necessary maintenance to protect roads from having to be reconstructed.

City Engineer Westby noted that a petition would need to be submitted within 60 days of the closing of this public hearing.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to Adopt Resolution #18-012 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #18-03, 2018 Street Overlay Improvements.

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

6.02: Public Hearing to Consider Adoption of Resolution #18-010 Adopting the City of Ramsey's 2018-2027 Capital Improvement Plan (CIP)

Presentation

Finance Director Lund reviewed the staff report and recommendation to adopt the 2018-2027 Capital Improvement Plan, noting that this is a forecasting tool and not actual, committed projects and expenditures.

Councilmember Riley stated that it is daunting to look at the CIP as a whole. He noted that it is easy to focus on some of the larger amounts, which focus on infrastructure or desires/needs for the future. He explained that some of the identified needs for the future have funding that is not yet available and therefore these elements are just an outline and there is not an obligation financially. He stated that this has been discussed at length, with justification from department heads on equipment replacement. He believed that the Council and staff have done a great job with this tool for the future.

Public Hearing

Mayor Strommen called the public hearing to order at 7:36 p.m.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:36 p.m.

Council Business

Motion by Councilmember Riley, seconded by Councilmember Shryock, to Adopt Resolution #18-010 Adopting the 2018-2027 Capital Improvement Plan (CIP).

Further discussion: Councilmember LeTourneau stated that he supports the comments by Councilmember Riley, noting that there is a lot of activity within the document. He stated that the Council has asked for a prioritization of the CIP, which has been coded and is available on the City website. He welcomed input from residents on the prioritization of the elements within the document. Finance Director Lund stated that the priority codes are on page 14 of the document and the codes then follow throughout the document.

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

7. COUNCIL BUSINESS

7.01: Consider Approving Plans and Specifications and Advertise for Bids: Trott Brook Boardwalk

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation from the Park Commission and staff to approve the Plans and Specifications and proceed to advertise for bids to construct the Trott Brook Boardwalk.

Councilmember Riley asked the lifespan of a boardwalk.

Parks and Assistant Public Works Superintendent Riverblood stated that they are using wider decking and increasing the fasteners size/strength, which will help to extend the lifespan. He noted that the existing boardwalk was built in 1994/1995. He explained that maintenance activity has included replacement of boards and noted that the bridge on the existing boardwalk

is now being replaced, therefore that boardwalk had a lifespan of over 20 years. He noted that the material is treated and therefore does not decay and will not be in contact with the water because of the elevated surface.

Councilmember Shryock stated that she believes trails to be an asset to the community. She stated that it has always been told to the residents in the area that these are unbuildable areas and asked how the City is then able to build a boardwalk.

Parks and Assistant Public Works Superintendent Riverblood explained that building within and filling of wetland has different impacts than building a boardwalk, which will not have impact to the wetland. He stated that the boardwalk is 12-24 inches above the water and therefore allows for animals and water to travel underneath the boardwalk. He stated that the City has applied to the Army Corps of Engineers and anticipates a no impact reply.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to approve the Plans and Specification and Authorize the Advertisement for Bids for the Trott Brook Boardwalk.

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

7.02: Consider Introducing Ordinance #18-04 Establishing E-3 Employment Zoning District

Community Development Director Gladhill reviewed the staff report and noted that the Planning Commission recommends adoption of Ordinance #18-04 establishing the proposed E-3 Zoning District within the City of Ramsey. He noted that the E-3 District is intended to govern general industrial and commercial activity within the City's new industrial park.

Councilmember LeTourneau stated that it sounds like the E-3 District would require screening of outdoor storage.

Community Development Director Gladhill stated that at the request of the Planning Commission, additional language was added addressing outdoor storage limitations and prescriptive descriptions of screening that would be required.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to introduce Ordinance #18-04 Establishing the E-3 Employment District within the City of Ramsey.

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

7.03: Consider Introducing Ordinance #18-05 Rezoning of Subject Properties to R-3 Employment District

Community Development Director Gladhill reviewed the staff report and noted that the Planning Commission recommends adoption of Ordinance #18-05 rezoning identified properties to E-3 Employment District.

Mary Groothousen, 14915 Puma Street, stated that with the development that has gone on across the street, it has been a nightmare. She stated that their foundation is cracking, and the developer has not been sticking to the allowed hours for construction. She noted that her home has been shaking and her dog has been shaking from the noise. She stated that she does not feel that rezoning that area to commercial is a good thing. She explained that they have been at their home for 24 years and they cannot see staying in their home if that continues to become commercial. She provided an example of a Comcast representative installing on their roadway and swearing loudly, to the point where she could hear it inside her home.

Councilmember Riley stated that it sounds like there are multiple issues at hand. He stated that the issue of this case is separate from the concerns that were brought forward. He noted that the resident's property is currently zoned for multi-family residential but advised that the homeowner would still be allowed to continue as a single-family home.

Kevin Groothousen stated that the property value will change. He stated that currently townhomes or apartments could be constructed rather than commercial uses.

Councilmember Riley stated that the property owners will still be able to remain as a lawful non-conforming property.

Mayor Strommen noted that the issue brought forward by the residents seem to be complaints about the construction activity and therefore she will ask staff to follow up on those concerns. She stated that she is unsure that there is data to say that high density residential on the subject property would be of a higher value than employment. She stated that the employment district will create a great value to the community as a whole. She stated that she would question the value of one pocket of high density residential in an area surrounded by commercial development.

Community Development Director Gladhill noted that there have been five instances of complaints being made and stated that staff has followed up with the activity outside of the hours of construction. He stated that staff will continue to work proactively with the developer and will continue to follow up on the work occurring outside of the hours of allowed construction.

Councilmember Riley thanked staff and noted that his comment was not intended to brush off the comment from the residents but to explain that the comments do not apply to the action before the Council tonight.

Councilmember LeTourneau recognized that the development around the resident's home is changing, as well as the planning for development that is occurring compared to what was previously planned. He stated that the residents are using the property for their home and seem to also be supplementing the property for use by their business as well. He noted that his concern regarding screening was that it would apply to this property and their outdoor storage.

He stated that he was pleased to hear that the legal non-conforming status would exempt the property from the screening requirements for their outdoor storage.

Community Development Director Gladhill asked if the Council would like to keep the existing zoning of the property owner that spoke or whether that property should be changed to the E-3 district.

Mayor Strommen asked if the property owner has a preference. She noted that the existing use could continue, regardless of the change in zoning.

Mr. Groothousen stated that the zoning of his property does matter to him as it provides options for what could occur on his land in the future. He stated that he does not believe that the land would be worth as much if zoned commercial and would prefer to keep the multi-family housing zoning for his property.

Community Development Director Gladhill noted that with the designated zoning, that parcel would require an apartment building and advised that there are a lot of design standards with setbacks. He stated that it would be very slim that the existing home could remain, and an apartment building could be constructed on the property as there is very limited subdivision options with the existing home. He noted that he is providing this information for the benefit of the homeowner.

Councilmember LeTourneau acknowledged that the property owner may be hearing a lot of information right now and therefore may not be able to digest the information fully at this time. He stated that perhaps this action be tabled tonight to provide an opportunity for the property owner to further digest the information they have received tonight and speak with staff. He explained that from what he had heard tonight, he is unsure that leaving the property as R-3 would provide the most flexibility to the resident.

Community Development Director Gladhill suggested that the zoning move forward with the exception of the subject property.

Mayor Strommen agreed that the action tonight could be amended to exclude the residential parcel, which would allow more time for discussion with that property owner.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to introduce Ordinance #18-05 Rezoning Identified Properties to R-3 Employment District, excluding parcel 14915 Puma Street.

Further discussion: Mayor Strommen explained that this action would rezone the property as proposed with the exception of the residential property located at 14915 Puma Street, which will allow that property owner additional time to digest the options and speak with staff.

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

7.04: Consider Adopting Resolution #18-016 Approving Sketch Plan for Affinity at Ramsey (Project #17-142); Case of Inland Group

Community Development Director Gladhill reviewed the staff report and noted that the developer is requesting confirmation that the City agrees to the footprint of the building before they complete additional design. He noted that the Planning Commission reviewed the request at their January 4th meeting and provided a highlight of their comments.

Councilmember LeTourneau asked the location of Sunwood Drive compared to the footprint sketch displayed.

Community Development Director Gladhill highlighted the different aspects of the sketch including the location of Sunwood Drive, the park area, and a developable parcel that would remain along Sunwood Drive.

Councilmember LeTourneau commented on the orientation of the courtyard.

Community Development Director Gladhill provided additional details on the different elevations and which direction they would face (Ramsey Parkway, the new future street, Sunwood Drive, and the municipal park). He noted that the pool area would face the municipal park area. He noted that if there are significant items the Council would like changed, that should be brought forward.

Councilmember LeTourneau referenced the brown colored floor that goes around the building on the ground level. He asked and received confirmation that the floor level would be the parking level. He asked for information on the landscaping that would be done as that material seems to be more stark and cold feeling.

Community Development Director Gladhill provided information on the proposed screening that would occur, with trees and shrubbery. He stated that there are windows proposed on that ground level and advised that aspect could be increased if desired. He noted that the developer has a similar project in Eagan and noted that staff could obtain more information and photographs from that project.

Councilmember LeTourneau stated that is a very visible area and therefore they should ensure that they create the best experience possible in terms of design.

Mayor Strommen confirmed the consensus of the Council in support of the comments made by Councilmember LeTourneau.

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to Adopt Resolution #18-016 Approving Sketch Plan for Affinity at Ramsey and Directing Developer to Proceed with Preliminary Plat.

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

8. MAYOR, COUNCIL AND STAFF INPUT

8.01: Request from Youth First: Proposed Basketball Court on City Owned Land

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and noted that staff believes the proposed use is generally consistent with the existing use of the green-field area and is comfortable supporting the request. He highlighted some items to keep in mind and the next steps.

Mayor Strommen asked for the general comfort level of the Council. She noted that if the Council is not comfortable, the item should come back as an agenda item.

Mayor Strommen confirmed that the Council was comfortable moving forward with the request as described by staff.

8.02: Other

Mayor Strommen noted that the Council met in closed session prior to the regular meeting tonight to discuss the annual performance of the City Administrator. She noted that no formal action was taken and advised that formal action on the performance review will come back to the Council at a future Council meeting.

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Shryock stated that the Youth First Prayer Breakfast is scheduled for Friday, March 23rd at 7:00 a.m.

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 8:47 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.