

**City of Ramsey**  
**Agenda**  
**City Council Work Session**  
**Tuesday, May 22, 2018**  
**5:30 pm**  
**Lake Itasca Room, 7550 Sunwood Drive NW**

- 1. Call to Order**
  
- 2. Topics for Discussion**
  1. Purple Light Initiative for Domestic Violence Awareness
  2. Discussion Regarding the AFSCME Career Ladder
  3. Road Funding Option Discussion
  
- 3. Topics for Future Discussion**
  1. Review Future Topics/Calendar
  
- 4. Mayor/Council/Staff Input**
  
- 5. Adjournment**

Meeting Date: 05/22/2018

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### Information

**Title:**

Purple Light Initiative for Domestic Violence Awareness

**Purpose/Background:**

Purpose: The purpose of this report is to update Council on a request to illuminate the outside of the Municipal Center in purple lighting during October for Domestic Violence Awareness month and to seek approval for the City to participate in the initiative.

Background: Staff was contacted by Mary Sheie, an Anoka County resident and active participant in several local and metro area domestic violence awareness groups. She had earlier submitted a proposal to the Anoka County Sheriff to participate in the "Purple Lights Initiative" which is an initiative to illuminate the outside of government buildings in purple during October 2018, which is Domestic Violence Awareness month. Sheriff Stuart agreed to illuminate the Sheriff's Office Building on Hanson Boulevard during the entire month of October.

Ms. Sheie stated that after meeting with the Sheriff, she had conversation with Cathy Green, a local woman who is also an advocate for domestic violence victims and currently works on the relief staff of Alexander House. Ms. Green suggested presenting a proposal to also illuminate the Ramsey City Buildings.

Mary Sheie, Cathy Green, and Terry Refshaw (a Ramsey resident) have submitted a written proposal for Council to consider. Such proposal is attached for Council review. The premise of the proposal is that the City of Ramsey light its public buildings and spaces purple, the signatory hue for domestic violence, in October 2018. The purpose is to highlight/draw attention to the issue of domestic abuse and join a "Conversation" about it that is already going on both statewide and nationally. From that conversation will flow more local education and awareness about this critical issue.

If the the Council supports this effort, Ms. Sheie will meet with Building Maintenance Supervisor Dan Bray to discuss the details of how the lighting will be done. Staff suggested that Ms. Sheie may also want to consider the City's parking ramp next to City Hall in the plans as well. It is anticipated that the majority of the installation will be done by volunteers, and that the City will absorb any incremental increase in electrical cost for the lighting. Building maintenance staff and inspection staff will ensure that all installation is in accordance with the applicable safety codes.

It is anticipated that Ms. Sheie, Ms. Refshaw and Ms. Green will be available at the work session this evening to talk more about the proposal as well as answer any questions.

**Timeframe:**

**Funding Source:**

N/A

**Responsible Party(ies):**

City Administrator Kurt Ulrich.

**Outcome:**

Council consensus approval for the City to participate in the Purple Lights initiative to draw attention to the issue of domestic abuse during Domestic Violence month which is October, 2018.

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### **Attachments**

#### Purple Lights Initiative

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### **Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Kathy Schmitz

Final Approval Date: 05/17/2018

**Reviewed By**

Kurt Ulrich

**Date**

05/17/2018 09:34 AM

Started On: 04/19/2018 08:40 AM

# PROPOSAL FOR THE PURPLE LIGHTS INITIATIVE (PURPLE LIGHTS INITIATIVE) FOR DOMESTIC VIOLENCE

Submitted by Mary Sheie, Terri Refshaw, & Cathy Green, Rachel Circle, Zion Anoka  
March 7, 2018

(Note: We use the terms *domestic violence* and *domestic abuse* interchangeably.)

(For questions about this proposal, please contact Mary Sheie, cell 612.910.9475, land 763.422.9802 or email [sheimhelen@gmail.com](mailto:sheimhelen@gmail.com) Mary is a resident of Anoka, Cathy of St. Francis, and Terri, the City of Ramsey. All three are also involved in various other Domestic Violence Awareness groups and initiatives locally and in the state.

## PREMISE

We propose that The City of Ramsey light its public buildings and spaces purple, the signatory hue for domestic violence, in October 2018. The purpose is to highlight/draw attention to the issue of domestic abuse and join a “conversation” about it that is already going on both statewide and nationally. From that conversation will flow more local education and awareness about this critical issue.

As an initial starting point, the front façade of the Municipal Building in Ramsey which houses City government offices and the police department on Sunwood Drive in Ramsey could be lit with purple flood lights, and trees outside the building could be strung with purple bulbs. Expansion in future years could include purple flood lights other public spaces in Ramsey.

The PURPLE LIGHTS INITIATIVE creates a win-win situation: Residents will get important information about domestic violence, a crime that too often claims the lives of its victims, and the city will get positive public relations for its willingness to shine light (literally and figuratively) on this issue that thrives when people refuse to talk about it.

## PARTNERS

Primary partners would be the Ramsey City Council and City Manager, and several of the local and state domestic violence awareness groups that have been working on this including the Rachel Circle at Zion Lutheran Church in Anoka, The Domestic/Sexual Violence Coalition of Anoka County, Alexandra House and the Isaiah Domestic Violence Task Force (part of the Minnesota ISIAAH faith in Democracy group).

## TIMEFRAME

October is National Domestic Violence Awareness Month. We propose that the purple lights and accompanying publicity happen during that entire month. Our local efforts will be amplified by the additional attention this issue gets during October from professional advocacy groups and organizations across the country.

There could, in addition, be publicity in September (highlighting what will be happening and why) and in November (discussing the impact of and public reaction to the PURPLE LIGHTS INITIATIVE).

## TAG LINES (options)

We welcome your input on these options.

(1) Option one is a tag line that focuses solely on the issue of domestic abuse, such as:

- **Breaking the Silence** This is a common tag line associated with domestic violence because abuse flourishes in silence and when people refuse to talk about it. Abusers *count on* everyone’s unwillingness to bring this ugly reality into the open.
- **Domestic Violence: A Public Issue** This phrase highlights the community impact of domestic violence, which has enormous public costs to taxpayer citizens in terms of public health, public safety, the legal/justice system, workplace impact, social service networks and, most critically, the welfare of our children.

(2) Option two is a tag line that reflects on the City of Ramsey *in conjunction with* the issue of domestic abuse, such as **“The City of Ramsey Breaks the Silence about Domestic Violence.”**

### **BENEFITS TO THE CITY FROM A PURPLE LIGHTS INITIATIVE**

(1) The PURPLE LIGHTS INITIATIVE will generate good PR for the City of Ramsey Law Enforcement’s awareness of domestic violence.

(2) The PURPLE LIGHTS INITIATIVE will make a difference for victims. Although the impact of public statements can’t be easily quantified or measured, our advocacy experience tells us that public statements *do* matter. It could give a victim courage to take a step toward leaving his or her abuser, help someone recognize that his or her sibling or friend is abused and reach out, or help a victim realize that what he or she is experiencing is abuse.

(3) Public awareness initiatives like the PURPLE LIGHTS INITIATIVE play a role in promoting systemic change and a normative cultural shift. Helping a victim escape abuse and regain a life free of violence is critically important. However, domestic violence will never be *eliminated* without an attitudinal shift to zero tolerance for abuse. Efforts like the Purple Lights Initiative move us incrementally towards that zero tolerance attitude.

### **PUBLICITY**

Every piece of publicity is an opportunity to (1) bring goodwill to the City of Ramsey for its willingness to tackle a social issue, (2) educate the public about domestic violence, and (3) send a message to the victims of abuse (“we care about you”) and their abusers (“we will not be quiet about this ugly reality”).

The types of publicity could include the following:

- Articles in local publications (\*See below for a specific list.)
- Flyers that explain the PURPLE LIGHTS INITIATIVE and list help lines/resources for victims. These could be posted in the Municipal Building, library, police departments, local churches and other venues that are appropriate.
- North Metro television coverage
- Social Media

The articles in local publications could cover a variety of domestic abuse-related topics, depending on each publication’s specifications about the length and breadth of its coverage. Topics could include – and these are just examples – statistics describing the frequency/pervasiveness/cost of abuse, warning signs for abuse of yourself and others, the dynamics of an abusive relationship and resources for help.

\*List of possible publications:

1. City of Ramsey Resident (September/October)
2. ABC newspapers
3. City of Ramsey Facebook page
4. Also mentioned in other news releases in Anoka County (Anoka County Newsletter – Fall edition)

Meeting Date: 05/22/2018

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### Information

**Title:**

Discussion Regarding the AFSCME Career Ladder

**Purpose/Background:**

The 2017 - 2018 labor agreement between the City of Ramsey and AFSCME included a Memorandum of Understanding to meet and confer over the course of the contract to discuss the possibility of creating and implementing a career ladder for the Public Works Maintenance staff.

Staff partnered with the University of Minnesota and the Resilient Communities Project in an effort to develop a Career Development Program (Career Ladder) that could be presented to the City Council for consideration while also supporting the City's strategic plan; specifically as it relates to goal #4 An Effective Organization.

A summary of the effort is shown below:

1. Description

The City of Ramsey has roughly 80 staff members. Recruiting and retaining talented professionals is an important aspect of the City's human resource strategy. The objectives of this project included the following:

- Designing a “career ladder” for public works and maintenance employees in the City of Ramsey, including information on best practices, relation to compensation, job descriptions, and requirements for moving up the “steps” of the ladder
- Considering best practices for implementing a career ladder for public works and maintenance employees in other benchmark cities
- Considering how seniority and cross-training should be incorporated in the career ladder

2. Methodology

- Researched best practices from benchmark cities identified by Ramsey human resources staff, including Coon Rapids, Champlain, and Anoka
- Conducted literature research on career ladders and compensation
- Identified advancement criteria—including licensing, training, and continuing education—for career advancement within each job ladder, based on interviews with senior staff/supervisors in Ramsey and other benchmark communities

3. Findings

The report outlines a career ladder program for maintenance staff in Ramsey's Parks, Street, Building Maintenance, and Utilities Departments, as well as mechanics employed by the City, including City policy regarding training and education reimbursement.

For each department, the report defines a three-level career ladder and progressive job opportunities, including minimum requirements for advancement through the career ladder as well as licenses, training, and/or continuing education coursework necessary for advancement.

The attached report contains an appendix with example forms and checklists to implement the proposed program, including:

- Application for Advancement

- Level Advancement Checklist
- Career Development Progress Report
- Level Movement Approval Form
- Continuing Education/School Request Form
- Development Activities Completed Form

4. Recommendations/Conclusions

The student report proposes implementation of a career ladder program for public works and maintenance workers in the City of Ramsey, as well as further consideration of the following:

- Three-deep staffing: including cross-training requirements in the advancement criteria for each career ladder
- Clarification of entry requirements: consider including minimum requirements for entry into the program (either general requirements, or requirements specific to each role/position)
- Clarification of career-ladder progression process: include specifics about how employees will be evaluated at each stage of the respective career ladders

5. Next Steps

The report recommends the following next steps:

- Finalize edits to Career Development program document
- Consider compensation numbers for each position in the career ladder; contingent upon funding and the contract negotiations
- Obtain final review and approval from employee unions, Ramsey senior staff, and elected officials as needed
- Announce program to employees

**Timeframe:**

Up to 30 minutes.

**Funding Source:**

There is no funding required at this time. Any funding implications would be discussed as part of the negotiations process for the next union contract.

**Responsible Party(ies):**

Colleen Lasher, Human Resources Manager

**Outcome:**

To receive City Council feedback and guidance regarding the career ladder program.

**Attachments**

Report

**Form Review**

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/17/2018 01:07 PM
Form Started By: Colleen Lasher		Started On: 05/15/2018 05:58 AM
Final Approval Date: 05/17/2018		

# City of Ramsey Career Development Program

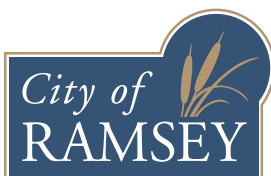


**Prepared by**  
Jess Zamora-Weiss

Student in HRIR 5992: Independent Study in Human  
Resources and Industrial Relations  
Advisor: Stacy Doepner-Hove  
Carlson School of Management

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**Prepared in Collaboration with**  
Colleen Lasher  
Human Resources Manager  
City of Ramsey



The project on which this report is based was completed in collaboration with the City of Ramsey as part of the 2017–2018 Resilient Communities Project (RCP) partnership. RCP is a program at the University of Minnesota’s Center for Urban and Regional Affairs (CURA) that connects University faculty and students with Minnesota communities to address strategic projects that advance local resilience and sustainability.

The contents of this report represent the views of the authors, and do not necessarily reflect those of RCP, CURA, the Regents of the University of Minnesota, or the City of Ramsey.



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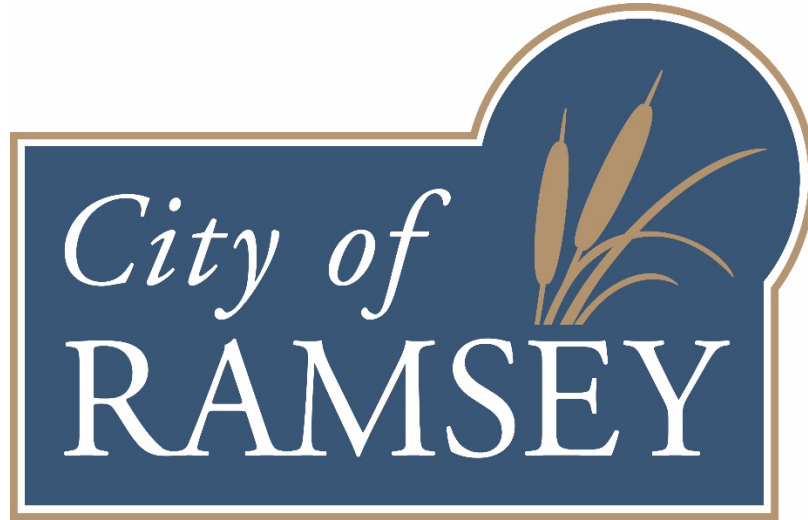
This publication may be available in alternate formats upon request.

**Resilient Communities Project**

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## **Career Development Program**



## **Introduction**

The City Council, City Administration, and Union are committed to formulating a career development program to encourage continued education and skill development within their public works department.

Our goal is to continuously improve the services we deliver to the citizens of the community, and this continuous improvement is dependent on the development of our employees. The City of Ramsey is committed to a career development program that provides employee training and education that will enhance individual effectiveness in performance of job duties and career satisfaction.

## **Entry into Program**

The currently proposed program added three (3) levels beyond the current step program and is intended to recognize effort above and beyond years of service. Each level will have a set of advancement criteria and an associated pay increase. As employees advance through the levels they will be able to increase their wages beyond what is currently available under the existing step process.

The number of employees who may join the program will be dependent on approval from their supervisor and/or the Public Works Superintendent. Decisions will be made based on available funding, seniority level, and the needs of the department.

## **Employee Evaluation and Level Progression**

Once in the program, employees will be evaluated on an annual basis, on the date of entry into the program. Employees will be evaluated on \_\_\_\_\_.

\*\*It should be noted that employees who do not perform up to the set standards of their present level can be moved down, but only after they are given time to improve performance. Their direct supervisor will be responsible for informing them of any improvement.

Each employee is responsible for initiating his or her progress to the next level by submitting a written application to management. Once formal application is made, the following actions will take place:

- 1) The employee and management will meet to establish a personal development plan.
- 2) Once development plan is established, a series of check-ins (2-4 minimum) over the projected time of plan is required. The purpose of these check-ins will be to set goals and review progress to ensure steady progress of personal development.
- 3) Completion times may be adjusted by mutual agreement.
- 4) Employee is responsible for completing the documentation (forms provided by management) regarding training and education required for advancement to each level.

## **Training / Education Reimbursement**

The City encourages its employees to participate in development especially education or training which enhances job performance. To support participation and help advancement within the Career Development Program, the City provides reimbursement to employees for educational or training expenses as outlined below.

The City of Ramsey will make every effort to provide financial resources to allow for employees to participate in training opportunities during established working hours and educational opportunities during “personal time”. This will include reimbursement to employees for:

- Tuition and training costs
- Fees for License(s) and Certificate(s)
- Books and classroom supplies

The City will reimburse union employees attending job-related courses 100% of the cost incurred by the employees for payment of tuition, fees, and textbooks required for such courses, provided the following conditions are met:

- Course has been pre-approved by supervisor and/or superintendent prior to registration or participation in the course.
- Employee attains grade of “C” or better in the course. In those cases where grades are not assigned, employee must show proof of satisfactory completion.
- Employee has submitted written critique of the course, state value of the training to their position.
- Attendance of employee in course is satisfactory.
- Employee may not receive additional compensation or reimbursement for courses paid by other Federal or State grants or funds.
- Budgeting funding is available for attendance for that employee.

The City will budge annually for education and training. Funds will be distributed equally until \_\_\_\_\_(date)\_\_\_\_\_ of each year. At this time each employee must submit for their schooling needs. These funds will be allocated based on seniority and individual requirements.

## Advancement Criteria

### **Parks Department**

#### Parks Maintenance Worker II:

- Minimum Requirements
  - Step 6-upon anniversary date or thereafter
  - Written request to the program
- One (1) of the following:
  - Turf pathology course (3 hours)
  - Pesticide Applicator License (Test only)
- Plus one (1) of the following:
  - Tree Inspector Certification (6 hours) plus one Urban Forestry Course (Varies)
  - Turf Grass Science Certification (12 hours)

#### Parks Maintenance Worker III:

- Minimum requirements:
  - Level II for 1 year
  - Remain current on continuing education requirements
- Two (2) of the following:
  - Urban Forestry Course (equal to 16 hours)
  - Irrigation Technician Certificate (16 hours)
  - Playground Safety Certificate

#### Parks Maintenance Worker IV

- Public Works Certificate from North Hennepin Community College (20 credits)

## **Streets Department**

### Streets Maintenance Worker II:

- Minimum Requirements:
  - Step 6-upon anniversary date or thereafter
  - Written request to the program
- Sign Maintenance and Management Training (on line course)
- Plus one (1) of the following:
  - Pesticide Applicator License (Test only)
  - Asphalt Pavement Maintenance and Preservation Workshop Certificate (6 hours)

### Streets Maintenance Worker III:

- Minimum requirements:
  - Level II for 1 year
  - Remain current on continuing education requirements
- Roads Scholar Certification
- Winter Maintenance Supervisor Certificate Workshop (1 day workshop sponsored by APWA)

### Streets Maintenance Worker IV

- Public Works Certificate from North Hennepin Community College (20 credits)

## **Utilities Department**

### Utilities Maintenance Worker II:

- Minimum Requirements:
  - Step 6-upon anniversary date or thereafter
  - Written request to the program
  - Class SD Sewer operator for 1 year
  - Class D Water license and experience for 3 years
- Obtain Class C Water license
- Obtain Class SC Water license
- Maintain continuing education requirements

### Utilities Maintenance Worker III:

- Minimum requirements:
  - Level II for 1 year
- Remain current on continuing education requirements
- Obtain Class B Water license (requires 6 years' experience or equivalent education plus 2 years' experience)

### Utilities Maintenance Worker IV:

- Minimum requirements:
  - Level III for 1 year
  - Remain current on continuing education requirements
- Public Works Certificate from North Hennepin Community College (20 credits)

## **Mechanics**

### Mechanic II:

- Minimum Requirements:
  - Step 6-upon anniversary date or thereafter
  - Written request to the program
  - 4 of 16 Automotive Service Excellence (ASE) certifications (any combination of Cars and Light Trucks or Medium-Heavy Truck)

### Mechanic III:

- Minimum requirements:
  - Level II for 1 year
  - Remain current on continuing education requirements
  - 8 of 16 ASE certifications (any combination of Cars and Light Trucks or Medium-Heavy Truck)
  - Commercial Vehicle Inspection certification (8 hours, with recertification requirements)

### Mechanic IV:

- Minimum requirements:
  - Level III for 1 year
- Maintain continuing education requirements
- One (1) of the following:
  - Master Technician Status in Automobile or Medium-Heavy Truck, or
  - Public Works Certificate from North Hennepin Community College (20 credits)

## **Building Maintenance Department**

### Building Maintenance Worker II:

- Minimum Requirements:
  - Step 6-upon anniversary date or thereafter
  - Written request to the program
  - Special Boiler license for 1 year
- Obtain Second (2<sup>nd</sup>) Class boiler license
- One (1) of the following:
  - HVAC Coursework (Hennepin Tech, 1-3 credits)
  - Building Systems course
    - Hennepin Tech ARCH 1345 (3 credits)
    - Johnson Controls building automation training
  - Facility management online training
  - Cemetery operation (online, 2 credits)

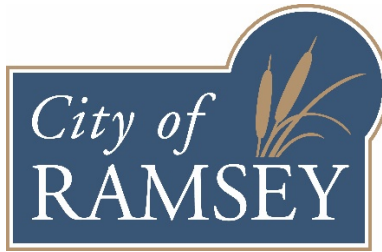
### Building Maintenance Worker III:

- Minimum requirements:
  - Level II for 1 year
  - Maintain continuing education requirements
  - Second (2<sup>nd</sup>) Class boiler license for 1 year
- Obtain First (1st) Class boiler license
- One (1) of the following:
  - HVAC Coursework (Hennepin Tech, 1-3 credits)
  - Building Systems course
    - Hennepin Tech ARCH 1345 (3 credits)
    - Johnson Controls building automation training
  - Facilities management online training course
  - Cemetery operation (online, 2 credits)

### Building maintenance Worker IV:

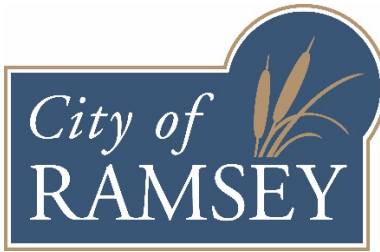
- Minimum requirements:
  - Level III for 1 year
  - Maintain continuing education requirements
- Obtain chief engineer boilers license
- Building systems course





## Career Development Forms

- Application for Advancement (employee).....Page 14
- Checklist (employee & supervisor).....Page 15
- Progress Report (employee & supervisor).....Page 16
- Level Progression (supervisor & superintendent).....Page 17
- School Request (employee).....Page 19
- Development Activities Completed.....Page 19



CAREER DEVELOPMENT PROGRAM  
APPLICATION FOR ADVANCEMENT

I, \_\_\_\_\_, hereby submit my formal request to begin meeting requirements for  
(type or print name)  
advancement within the Career Development Program to attain:

LEVEL (circle one):      II      III      IV

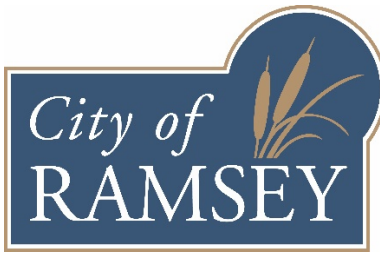
For the department of (check only one):

- Mechanics
- Parks
- Streets
- Utilities
- Building Maintenance

I have successfully met all of the requirements of the previous level. I will meet with my immediate supervisor to determine which requirements need to be met for my next advancement. I will periodically meet with my supervisor to ensure steady progress.

Signature: \_\_\_\_\_ Date submitted: \_\_\_\_\_

Notes/Comments	<p>2 PERSON APPROVAL</p> <p>_____</p> <p>(SUPERVISOR SIGNATURE)</p> <p>_____</p> <p>(PUBLIC WORKS SUPERINTENDENT)</p> <p>Dated: _____</p>
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### Level Advancement Checklist

Employee Name \_\_\_\_\_ Department \_\_\_\_\_

Completed by (circle one):      EMPLOYEE              SUPERVISOR

CHECKLIST APPLIES TO LEVEL (circle one):    II      III      IV

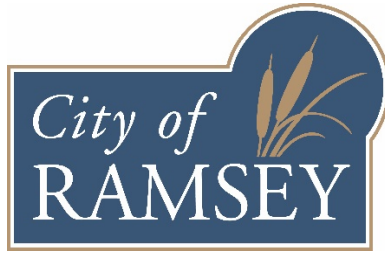
- |                                  |     |    |
|----------------------------------|-----|----|
| 1. Requirement _____ completed:  | YES | NO |
| 2. Requirement _____ completed:  | YES | NO |
| 3. Requirement _____ completed:  | YES | NO |
| 4. Requirement _____ completed:  | YES | NO |
| 5. Requirement _____ completed:  | YES | NO |
| 6. Requirement _____ completed:  | YES | NO |
| 7. Requirement _____ completed:  | YES | NO |
| 8. Requirement _____ completed:  | YES | NO |
| 9. Requirement _____ completed:  | YES | NO |
| 10. Requirement _____ completed: | YES | NO |

Employee still meets requirements of previous level?      YES              NO

Comments: \_\_\_\_\_  
\_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Career Development Progress Report

Employee Name: \_\_\_\_\_

Date: \_\_\_\_\_

Meeting: 1 2 3 4

Date: \_\_\_\_\_

Development goals met:

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Changes to development plan:

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Training/activities yet to be completed:

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Current and previous step requirements:

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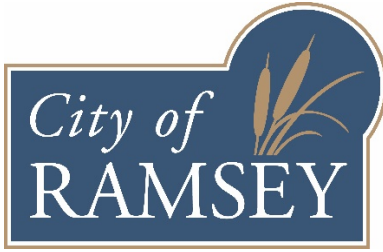
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Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Level Movement (to be filled out by supervisor)

Employee Name: \_\_\_\_\_ Department: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Current Level Status:      II            III            IV

Level for which employee is being considered:    II            III            IV

Recommendation:      APPROVED                      NOT APPROVED

Effective date: \_\_\_\_\_

Comments:

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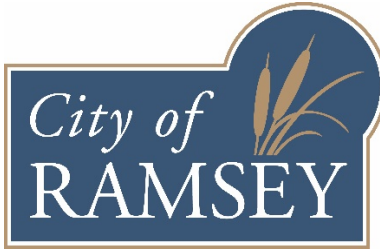
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Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Public Works Superintendent: \_\_\_\_\_

Date: \_\_\_\_\_



Public Works School Request

Employee Name: \_\_\_\_\_ Department: \_\_\_\_\_

Date of request: \_\_\_\_\_

School or Course to be attended (include name and description):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you need this course work to “level up” in the Career Development Program?:      YES      NO

Do you need this course work to maintain a current license or other level requirement?:      YES      NO

Which level are you currently at?      II      III      IV

Cost of course work: \_\_\_\_\_

Time commitment of course work (Days, Hours, or Credits): \_\_\_\_\_

Date(s) of courses: \_\_\_\_\_

Is this course during working hours?      YES      NO

Deadline date for registration: \_\_\_\_\_

This course work is:      APPROVED      DENIED

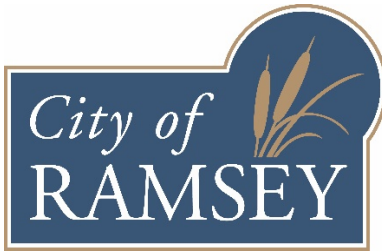
Reason: \_\_\_\_\_

Supervisor signature: \_\_\_\_\_ Superintendent signature: \_\_\_\_\_

**Fill out after course work completed:**

Date of completion: \_\_\_\_\_      Circle one:    PASS /    FAIL    Letter grade: \_\_\_\_\_

Processed for payment: \_\_\_\_\_      Date employee reimbursed: \_\_\_\_\_



Development Activities Completed  
(to be completed by employee)

Employee Name: \_\_\_\_\_ Department: \_\_\_\_\_

Training/Activity: \_\_\_\_\_

Explanation of what was done:

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Why do you believe this meets the step requirements?

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Leadership/supervision classes:

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Other Classes:

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CEU's

Hours:

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Meeting Date: 05/22/2018

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**Information**

**Title:**

Road Funding Option Discussion

**Purpose/Background:**

At the March 27 and April 24 work sessions, City Council was presented with draft scenarios of possible future debt for the next 10 years which included funding for roads, capital equipment and a public works campus. Staff also presented the net debt impact if road related debt was removed and funding could be obtained elsewhere: franchise fees, MSA funds, etc.

Staff would like to examine the possibilities of other road funding opportunities and would like to create a next step timeframe.

Options for discussion

- ? Citizen task force or structured open house sessions to discuss funding of road reconstruction and maintenance
- General citizen sessions to discuss City budget priorities, including road reconstruction and maintenance
- Initiate a dedicated road funding option, and conduct public meetings, and informational efforts to show need
- other

**Timeframe:**

15 - 20 minutes

**Funding Source:**

**Responsible Party(ies):**

City Administrator

**Outcome:**

Determine next steps and timeframe for possible future road funding opportunities.

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**Attachments**

*No file(s) attached.*

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 05/17/2018

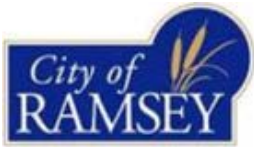
**Reviewed By**

Kurt Ulrich

**Date**

05/17/2018 09:22 AM

Started On: 05/16/2018 09:24 AM



Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services.

**CC Work Session**

**3.1.**

**Meeting Date:** 05/22/2018

**Submitted For:** Kurt Ulrich, Administrative Services

**By:** Jo Thieling, Administrative Services

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**Information**

**Title:**

Review Future Topics/Calendar

**Purpose/Background:**

Attached is the current list of future topics for work session discussion. Items are drawn from Council requests at meetings, or are related to topics that have been identified in the City's strategic plan. Tentative dates have been assigned.

**Recommendation:**

N/A

**Action:**

For Council review - no formal action necessary.

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**Attachments**

Future Topics

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Jo Thieling

Final Approval Date: 05/17/2018

**Reviewed By**

Kurt Ulrich

**Date**

05/17/2018 10:02 AM

Started On: 05/17/2018 09:44 AM

**City Council Future Topics – Work Session**

*(Draft)*

<b>Date</b>	<b>Topics for Discussion – Council Action</b>
June	Approve Paving Contract for Former Sunfish Lake Gas Station Site
June	Intersection Control Evaluation for Spot Improvements on Armstrong <i>(Westby)</i>
July	Preliminary Budget Review <i>(Lund)</i>
July	Home Occupation Permit <i>(Gladhill)</i>
September	Re-Discuss Possible Energy Savings for Municipal Buildings <i>(Ulrich)</i>
October	Review and Consider Adoption of Ramsey’s Portion of Previous Highway 47 Study <i>(Westby)</i>
October	Cost Share for Corridor Study of Nowthen Blvd/CR5 <i>(Westby)</i>
<b>Date</b>	<b>Topics for Discussion – Regulatory</b>
<b>Date</b>	<b>Topics for Discussion – Policy</b>
June	Review Naming Policy <i>(Riverblood – Thieling)</i>
June	Review Non-Profit Funding Policy <i>(Ulrich)</i>
June	Review Policy for Nuisance Code Enforcement (Gladhill/Katers)
July	Newsletter Policy to Address Advertising and Content Control <i>(Brama)</i>
August	Trail Maintenance Policy <i>(Westby)</i>
August	Stormwater Pond Maintenance Policy <i>(Westby)</i>
<b>Date</b>	<b>Topics for Discussion – Planning and Budget</b>
May	Summary of Compensation/Development Plan for Employees <i>(Lasher)</i>
<b>Date</b>	<b>Topics for Discussion – Information</b>
June	Met Council Update on Surface Water Supply Planning Funding Assistance <i>(Westby)</i>
May 23	Comp Plan <i>(Gladhill)</i>
June	Receive Update on Rental License Program Implementation <i>(Gladhill)</i>
June 12	CAFR Presentation – <i>(Lund)</i> Approx ½ hour presentation
July	2017 Business Retention and Expansion Program Report <i>(Brama)</i>
November	Ferry Street Traffic Control <i>(Westby)</i>