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

The Ramsey City Council conducted a regular meeting on Tuesday, July 9, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau  
Councilmember Nadine Heinrich  
Councilmember Mark Kuzma  
Councilmember Debra Musgrove  
Councilmember Chris Riley

Members Absent: None

Also Present: City Administrator Kurtis Ulrich  
Police Chief Jeff Katers  
Public Works Superintendent Grant Riemer  
Administrative Services Director Colleen Lasher  
Community Development Director Timothy Gladhill  
City Engineer Bruce Westby

**1. CALL TO ORDER**

Mayor LeTourneau 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 LeTourneau.

**2. PRESENTATION**

None.

**3. CITIZEN INPUT**

None.

**4. CONSENT AGENDA**

Motion by Councilmember Kuzma, seconded by Councilmember Heinrich, to approve the following items on the Consent Agenda:

- 4.01: Approve the following Meeting Minutes:
- 1) City Council Work Session dated June 25, 2019
  - 2) City Council Regular dated June 25, 2019

- 4.02: Adopt Resolution #19-159 Approving Cash Disbursements Made and Authorizing Payment of Invoicing Received During the Period of June 20, 2019 through July 2, 2019
- 4.03: Adopt Resolution #19-128 Appointing Election Judges for the Special General Election on August 13, 2019
- 4.04: Adopt Resolution #19-151 Approving the Final Plat and Development Agreement for Rivenwick Village 3<sup>rd</sup> Addition (Project #19-102) Case of Paxmar
- 4.05: Adopt Resolution #19-156 Approving Development Agreement for M&G Trailer at 9349 Highway 10 NW (Project No. 19-116); Case of Stone Construction Inc. and M&G Trailer
- 4.06: Adopt Resolution #19-153 Hiring Replacement Seasonal Public Works Maintenance Workers
- 4.07: Report from the Public Works Committee Meeting dated June 18, 2019:
  - 1) Review Plan to Spend Unencumbered Pavement Management Program Funds – *No action taken.*
  - 2) Update on Drainage Concern Findings at 17290 Germanium Street NW – *Ratify the consensus of the Public Works Committee to consider the issue closed, no further contact with the property owner is required in regard to this matter, and that the property owner does not need to be invited back to address the Committee on this matter.*

Motion carried. Voting Yes: Mayor LeTourneau, Councilmembers Kuzma, Heinrich, Musgrove, and Riley. Voting No: None.

## **5. APPROVE AGENDA**

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to approve the agenda as presented.

Motion carried. Voting Yes: Mayor LeTourneau, Councilmembers Riley, Musgrove, Heinrich, and Kuzma. Voting No: None.

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Adopt Ordinance #19-10 Rezoning Subject Property to R-2 Medium Density Residential Related to River Walk Village (Case of Village Bank)**

Community Development Director Gladhill reviewed the staff report and recommendation from the Planning Commission to approve the project including adoption of the Ordinance rezoning the subject property from R-1/E-1 to R-2 Detached Villas. He also provided an update on the attempt for the developer to obtain funds to assist in cleanup of the site, noting that the Metropolitan Council has approved approximately \$900,000 in grant funds.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #19-10 Amending Section 117-90 “Map” of Chapter 117 of the City Code of Ramsey, Minnesota.

A roll call vote was performed by the Recording Secretary:

Councilmember Musgrove	aye
Councilmember Riley	aye
Councilmember Kuzma	aye
Councilmember Heinrich	aye
Mayor LeTourneau	aye

Motion carried.

**7.02: Adopt Resolution #19-140 Approving Final Plat, Site Plan and Development Agreement for The Sapphire (Project No. 18-183); Case of PSD, LLC**

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #19-140 approving the Final Plat, Site Plan and Development Agreement for The Sapphire contingent upon compliance with the Staff Review comments.

Councilmember Riley stated that the case notes a discussion of nine parking stalls and the dog park and asked if those details have been determined.

Community Development Director Gladhill stated that comment is advisory only and no changes have been made to the plan.

Councilmember Heinrich asked for details on the feedback received from the Planning Commission.

Community Development Director Gladhill stated that there were a number of microscale details that have been resolved. He noted that the majority of comments focused on the garage buildings that would have their backsides running along 145<sup>th</sup> Avenue. He stated that the developer agreed to incorporate pedestrian amenities which could include additional sidewalk, landscaping and pedestrian seating.

Councilmember Heinrich stated that she shares the same concerns related to the garages on street level. She stated that she continues to hear feedback from residents that they do not want more apartment buildings in The COR and therefore struggles to approve this type of request.

Community Development Director Gladhill confirmed that discussion occurred at the Planning Commission level as well and there was a compromise reached.

Councilmember Musgrove referenced the sidewalk and asked if the maintenance would be the responsibility of the City or apartment complex.

Community Development Director Gladhill confirmed that would be a public sidewalk and City staff would maintain that amenity.

Councilmember Musgrove referenced the decks and stated that she would like more information on the deck material and safety rating. She stated that the Planning Commission also discussed the air conditioning units and asked for details.

Community Development Director Gladhill stated that the proposed material is a common material used for multi-family buildings. He noted that the permitting would go through the building permit process and review and was confident that would meet the required design standards. He provided additional details on the air conditioning units proposed and stated that staff is working with the developer to better design and screen the units.

Councilmember Kuzma stated that when the land was sold for this development there was always a plan for phase one and phase two, noting that phase two would not be built unless there was demand. He noted that the first phase filled quickly and there is now demand for phase two. He stated that he was pleased with the outcome of the first phase and will support this request. He noted that the applicant is also not requesting any subsidies.

Matt Kuker, PSD, stated that this is an odd shaped site which created challenges in development. He referenced the garages along 145<sup>th</sup> and agreed that it will be nice to incorporate pedestrian seating and amenities along that stretch of sidewalk. He stated that the decks are powder coated aluminum which ensures that there will be no rot. He explained that one of the biggest costs for an apartment after 20 to 30 years is rot of the wood piece under the deck which then needs to be replaced on all units. He noted that using metal ensures that will not cause a problem in the future. He described the architectural design of the garages, noting that the overall window spacing and tuckunders would be similar to Parkview but would be slightly different as Parkview is under different ownership. He stated that in regard to the dog park he would be open to either option. He noted that the Planning Commission previously commented that there was too much parking.

Community Development Director Gladhill explained that the recommendation of the Planning Commission would be to remove nine stalls and expand the size of the dog park.

Mr. Kuker stated that he often drives past Parkview to determine if there is sufficient parking in order to use for future project calculations. He agreed that he could remove the nine stalls.

Councilmember Musgrove stated that she would support expanding the dog park and removing the nine stalls. She asked for details on the swimming pool.

Mr. Kuker replied that there would be a full indoor pool and hot tub and advised that patio doors would open to the patio area and playground for use by residents. He stated that when the initial site plan was done there were two buildings shown in the concept and advised that this has followed the original intent of the concept as much as possible.

Mayor LeTourneau asked for information on demand.

Mr. Kuker stated that Parkview East sold out of one-bedroom units within six months and therefore this building will have over 50 percent one-bedroom apartments with a mix of two and three bedrooms for the remaining units. He stated that the one-bedroom units remain full at Parkview East. He explained that having a variety of units provides flexibility for residents to move to larger apartments if they have children. He stated that there is a waiting list for apartments in the area and with construction and approvals this would go live in 18 to 20 months.

Mayor LeTourneau noted that this project will therefore fulfill a need for housing that is in demand in Ramsey.

Mr. Kuker noted that retail development also follows apartment buildings, as that provides an increase in residents to the community. He stated that there continues to be a desire from the community for retail and restaurants, but those development elements follow residential development. He believed that Ramsey is getting to that point where it will be hard for commercial developments to resist the community. He noted that apartments continue to be popular for the younger community and the older community that do not want to do yardwork and do not want the responsibility of a single-family home.

Community Development Director Gladhill stated that the City is in the process of completing a comprehensive housing study to determine the needs of the market.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #19-140 Approving Final Plat, Site Plan and Development Agreement for The Sapphire contingent upon compliance with the Staff Review comments.

Further discussion: Councilmember Musgrove asked for input on the vacant property within The COR that is still zoned residential. Community Development Director Gladhill stated that within The COR about 80 percent of the residential land has been developed. He stated that there is still about 100 acres guided for commercial/retail and 100 acres for industrial growth. He noted that there are other areas in the community guided for residential growth as well. Councilmember Musgrove stated that she is hesitant about multi-family housing because of comments from residents but noted that she would support this request as this was originally planned as a two-phase development.

Motion carried. Voting Yes: Mayor LeTourneau, Councilmembers Kuzma, Riley, and Musgrove. Voting No: Councilmember Heinrich.

### **7.03: Adopt Resolution #19-107 Approving Sign Replacement on Highway 10**

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #19-107 approving sign replacement on Highway 10.

Councilmember Heinrich stated that she is in full support of the Ramsey Boulevard sign but would not support the Highway 10 sign as she does not believe that large of a dynamic display is needed. She would like to look at a smaller dynamic display for the Highway 10 sign.

Councilmember Kuzma stated that he prefers the larger dynamic display as traffic on Highway 10 is moving at higher speeds and therefore the larger display will be more visible. He explained that The COR is not highly visible from Highway 10 and therefore it is important to have signage to pull in traffic from the highway.

Councilmember Heinrich stated that she had no trouble reading the previous dynamic display on the Highway 10 sign and that is why she would not support the larger dynamic display.

Mayor LeTourneau noted that the City was limited on the content that could be put on the previous dynamic display because of the size and therefore sometimes although the sign was readable, the full message could sometimes not be communicated to drivers. He asked for information on funding for the signage.

Community Development Director Gladhill explained that this item was not included in the general fund budget and would be funded through the facilities fund. He explained that the facilities fund receives distributions from excess revenue at the end of the year and is used for facility improvements.

Mayor LeTourneau noted that this would then not impact the 2019 budget and levy.

Councilmember Heinrich asked for additional details on the facilities fund and how that fund can be used. She asked if the money in that fund could be used for the construction of a public works facility.

City Administrator Ulrich confirmed the fund could be used for that purpose.

Councilmember Musgrove asked for information on the sign location in regard to future construction of Highway 10 improvements.

Community Development Director Gladhill stated that the Ramsey Boulevard sign will need to be relocated when that project occurs but noted that the sign can be disassembled and reassembled when the project occurs. He stated that the Highway 10 sign location would not need to be moved under the current planning scenarios.

Councilmember Musgrove asked if the City has done anything to create barriers to the sign, referencing the recent vehicle accident that occurred.

Community Development Director Gladhill stated that the City has not looked at additional barriers as the sign is located a large distance from the road and the recent accident is very unique.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #19-107 Authorizing Payments for Highway 10 Signage Updates.

Further discussion: Councilmember Musgrove stated that she understands the need to update the sign, especially after the accident, but is torn on the issue as these funds could possibly be used for the public works facility. City Administrator Ulrich stated that the fund is flexible in its use for public facilities including signs, park buildings, and parks facilities. City Administrator Ulrich stated that the public works facility will be funded by the enterprise fund reserves and debt. He noted that the Council will need to consider at what level they would like to maintain and repair signage. He stated that branding and imaging ranked highly in the Strategic Plan and this is an implementation item for that task. Councilmember Heinrich asked if the signs could be separated into two cases if needed. Councilmember Kuzma stated that it has always been his understanding that the facilities fund has always been used for maintenance and this is a maintenance task. Community Development Director Gladhill noted that separate motions could be done if desired. Councilmember Musgrove noted that she would support this action if the remaining funds could be considered for the public works garage. City Administrator Ulrich confirmed that the remaining funds in the account could be considered for that purpose.

Motion carried. Voting Yes: Mayor LeTourneau, Councilmembers Kuzma, Riley, and Musgrove. Voting No: Councilmember Heinrich.

**7.04: Adopt Resolution #19-162 Accepting Bids and Awarding Contract for Improvement Project #19-00, 2019 Cracksealing Improvements**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #19-162 accepting bids and awarding a contract for Improvement Project #19-00, 2019 Cracksealing Improvements, to Northwest Asphalt and Maintenance for the base bid in the amount of \$222,993.55.

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to Adopt Resolution #19-162 Accepting Bids and Awarding Contract for Improvement Project #19-00, 2019 Cracksealing Improvements.

Motion carried. Voting Yes: Mayor LeTourneau, Councilmembers Musgrove, Heinrich, Kuzma, and Riley. Voting No: None.

**7.05: Discuss Options for Spending Remaining Budget for 2019 Crackseal and Sealcoat Improvements**

City Engineer Westby reviewed the staff report and recommendation to select options two and three which would have an estimated cost of \$62,000. Based on the Engineer's estimate of \$267,929.82 for the 2019 Cracksealing Improvements, this would result in spending about \$330,000 of the \$500,000 budgeted for 2019. This leaves about \$170,000 unspent, which could be applied to 2020 crackseal and sealcoat improvements, assuming the City continues the sealcoat program in 2020.

Councilmember Heinrich asked for clarification on whether the City has a trailer that is utilized for the hot mix.

Public Works Superintendent Riemer confirmed that the City does currently have a trailer, but it is not heated for overnight storage.

Councilmember Heinrich asked for an estimate on the time that would be saved by purchasing a heated trailer that could store material overnight.

Public Works Superintendent Riemer confirmed that time would be saved by having the ability to store material overnight. He stated that typically an employee is sent down at 6:00 a.m. to come back by 9:00 a.m. He estimated that the larger trailer would only need to be refilled every other day. He noted that having two trailers would allow staff to work on multiple areas at once.

Councilmember Heinrich asked if there is a possibility to rent that type of trailer.

Public Works Superintendent Riemer stated that he is not aware of a rental option.

Mayor LeTourneau asked if the pothole situation is expected to remain constant or improve.

Public Works Superintendent Riemer stated that roads do not get better and confirmed that there would be a continued need.

Councilmember Kuzma asked if the spray patching rental averages \$18,000 per month. He asked the cost for purchasing the vehicle.

Public Works Superintendent Grant Riemer confirmed that the cost for May and June was about \$36,000. He stated that the truck has a cost of \$250,000 to \$260,000 without the tanker and materials.

Councilmember Riley explained that the City budgets \$500,000 each year for street maintenance but is not going to sealcoat this year. He noted that the Public Works Committee directed staff to investigate options that would utilize the budgeted funds in a smart manner that would have an impact on improving roads, while the remainder would be saved for projects next year. He felt that this was a good solution.

Councilmember Musgrove stated that she likes these ideas but believed that there had also been previous discussion on improving Variolite and using these funds for that purpose.

City Engineer Westby explained that was discussed as an option during the recent road funding discussions, but the consensus was that these funds were identified for minor maintenance and should remain separate from major reconstruction activities.

City Engineer Westby confirmed the consensus of the Council to direct staff to expend the funds on options two and three as proposed in the case.

#### **7.06: Professional Services Contract Extension for The Tinklenberg Group**

City Administrator Ulrich reviewed the staff report and recommendation to consider the proposed contract extension with The Tinklenberg Group for twelve months, through June 30, 2020, as proposed.

Councilmember Riley stated that each time this contract comes before the Council he wonders if this is the time the City should stop but continually decides now is not the time to stop. He stated that the City is getting close and this is the time to put the pressure on to finish the Highway 10 corridor and therefore will support this request.

Councilmember Heinrich stated that she also feels that the City needs to keep the momentum going forward for Highway 10 and The Tinklenberg Group has been instrumental in this process. She stated that the County Commissioners representing Ramsey has also found benefit in Mr. Tinklenberg.

Councilmember Musgrove stated that she understands the value and is thankful for the assistance of Mr. Tinklenberg but has questions on the amount that is paid each month. She asked the additional funds that are eligible for reimbursement.

City Administrator Ulrich replied that the City has paid for travel expenses for City sponsored trips, using the example of the Washington D.C. trip. He noted that reimbursement is not provided for local meetings in Anoka County or St. Paul.

Councilmember Musgrove agreed that Mr. Tinklenberg should be reimbursed for the value he brings to the City but noted that she would like to see more information on the value that is being provided, using the example of the meetings attended and the work that is done each month. She stated that she would also be interested in the potential increase that could occur after the first six months of the contract.

City Administrator Ulrich stated that he could request a report on work performed and meetings attended. He noted that the Council previously requested regular reports from the consultant and that could be requested again if desired.

Mayor LeTourneau stated that it has been a tradition to have frequent updates from The Tinklenberg Group to the Council. He stated that the Highway 10 Subcommittee also meets regularly and provides direction to Mr. Tinklenberg. He stated that perhaps it would be helpful to have that group report to the Council as well.

Councilmember Musgrove asked when the Council would say that the value has been received and that service is no longer needed.

Councilmember Heinrich agreed that she would see value in the reporting element.

Motion by Councilmember Heinrich, seconded by Councilmember Kuzma, to approve extending the contract with The Tinklenberg Group for another twelve months, through June 30, 2020, as stated in the proposal dated July 2019.

Motion carried. Voting Yes: Mayor LeTourneau, Councilmembers Heinrich, Kuzma, Musgrove, and Riley. Voting No: None.

**7.07: Adopt Resolution #19-160 Approving Extension to the Commercial Real Estate Brokerage Services with CBRE**

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #19-160 approving extension to the Commercial Real Estate Brokerage Services with CBRE. He noted that the EDA reviewed the proposed terms and conditions and recommends approval.

Councilmember Heinrich asked for additional information on the listing options available through Anoka County and who would be responsible for placing a real estate sign if CBRE is not used.

Community Development Director Gladhill stated that Anoka County has hired a staff person to help promote Anoka County as a good place to do business and is offering assistance with listing commercial properties. He stated that staff would need to work with Anoka County staff to list those properties. He stated that if CBRE is not used, signs would need to be placed with the contact information listed as City staff. He stated that option could be reviewed after six months but did not feel that this is the right time to push all of those sales duties onto Economic Development Manager Sullivan.

Councilmember Riley stated that the EDA discussed this topic and highlighted some of the top discussion points that were made. He stated that the EDA did recommend approval to continue with CBRE. He explained that the City has a lot of land and still needs a real estate expert to assist in that process.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #19-160 Approving an Extension to the Commercial Real Estate Brokerage Services with CBRE.

Further discussion: Councilmember Musgrove asked if this would be a six-month contract. Community Development Director confirmed that this would be a six-month contract that could be canceled at any time with a 30-day notice. Councilmember Kuzma stated that the City has been working with CBRE for the past four years and has done a lot of hard work during that time to assist in building out The COR. He stated that Ramsey is at the point of gaining additional opportunities and CBRE has a national reach with their contacts, which will bring forward additional options.

Motion carried. Voting Yes: Mayor LeTourneau, Councilmembers Riley, Kuzma, Heinrich, and Musgrove. Voting No: None.

**7.08: Authorize Local Road Funding Study**

City Administrator Ulrich reviewed the staff report and recommendation to authorize an amount of up to \$5,000 from the Public Improvement Revolving Fund to be used for a local road funding study, to be completed by the University of Minnesota as outlined in the staff memorandum.

Councilmember Kuzma stated that he does not support this action as he believes it to be a poor use of funds. He stated that after the past five years of bonding and assessments, he believes that is not a good option. He believes that franchise fees will be the best method for road funding and believed that this study would delay that process.

Councilmember Riley referenced specific language used and suggested that language read similar cities rather than random cities. He asked for input on the suggestion that at least half of the survey cities be found outside of Minnesota.

City Administrator Ulrich stated that was a proposed structure from the Charter Commission, which could be subject to debate. He explained that the Charter Commission wanted to get a good cross section from outside of Minnesota. He agreed that data may not be as relevant because of different laws and regulations. He noted that there was an interest in determining how other states fund roads, limiting the reach to cold weather states.

Councilmember Riley stated that he only has input on how Ramsey funds things and not how the State funds things.

Councilmember Heinrich stated that she sees value in funding this road study as it will look at the different methods for road funding. She believed that the study would provide value in making a decision on road funding moving forward.

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to authorize an amount of up to \$5,000 from the Public Improvement Revolving Fund to be used for a local road funding study, to be completed by the University of Minnesota as outlined in the staff memorandum.

Further discussion: Councilmember Riley asked if the issue of percentages or random selection needs to be addressed or whether the direction discussed was adequate. City Administrator Ulrich confirmed that he could take the direction discussed tonight and will have further discussion with the Charter Commission. Councilmember Kuzma stated that this will be funded through the PIR and it was noted earlier that the Council did not want to use these funds in this manner anymore.

Motion carried. Voting Yes: Mayor LeTourneau, Councilmembers Musgrove, Heinrich, and Riley. Voting No: Councilmember Kuzma.

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

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Heinrich stated that she will be hosting a playdate that coincides with the opening of Pearson Park from 4 to 6 p.m. on Thursday. She noted that the Parks and Recreation meeting will follow along with the park festivities.

Councilmember Riley stated that the Council has an open seat with an election scheduled for August 13<sup>th</sup>, noting that early in person voting has started at City Hall.

## **9. ADJOURNMENT**

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 9:07 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Katie M. Schmidt  
Administrative Assistant

Drafted by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*