

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, November 12, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Matt Kohner
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
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 City Council Work Session to order at 5:40 p.m.

2. TOPICS FOR DISCUSSION

2.01: Police Department Presentation – Drug Task Force Update

The Task Force Officers presented an overview of the Drug Task Force, provided an update on recent activities, and answered questions from the Council.

2.02: Review 2020-2029 Capital Improvement Plan (CIP)

City Administrator Ulrich explained that the 10-year document is a planning tool that is used to identify and plan for the long-term needs of the City.

Finance Director Lund reviewed the staff report.

City Engineer Westby provided input on how the road maintenance and reconstructions were planned for this document. He noted that the City currently has a special assessment policy in place, advising that the document has continued to be setup in that manner with the exception of

2020. He stated that in 2020 the Variolite project will be funded through MSA funds and then the projects beginning in 2021 will follow the assessment policy. He advised that both reconstructs and overlays were included in the planning document.

Finance Director Lund provided additional input on the timing of certain projects included in the CIP, noting that the first set of numbers indicates the year the item entered the document. She explained that certain items are pushed out to the end of the document to ensure they remain on the radar.

Councilmember Kuzma asked if the water treatment plant is included.

Finance Director Lund advised that the item is included in the document and has been since 2004.

Councilmember Riley asked if that item should be moved up in the document because the City is studying that right now.

City Engineer Westby explained that this study will conclude at the end of May and the City will then have additional information on water needs that will help determine future infrastructure needs. He believed that it would be more appropriate to change the timing on the next review of the CIP.

Councilmember Riley stated that if he were a resident with concerns about water, he would not be happy to see that item appear in 2027. He agreed that the study information is needed to determine the needs.

Mayor LeTourneau stated that the water is safe. He believed it would be appropriate to change the timing after the results of the study are known.

Councilmember Riley stated that he would be more comfortable moving the item to 2022 and then the timing can be changed again once the study results are known.

City Administrator Ulrich confirmed the consensus of the Council to change the timing of the water treatment plant to 2022, with additional discussion to follow after the completion of the study.

Councilmember Heinrich referenced the \$70,000 allocation for Ford Brook park. She stated that when she attended the meeting it was mentioned that \$70,000 would most likely not be enough. She asked if that item should be increased.

Parks and Assistant Public Works Superintendent Riverblood commented that \$70,000 should be adequate for the scale of improvements planned for that park. He noted that the project scope could be adjusted once the process for the request for proposals is completed. He explained that the CIP is a planning document and advised that the RFP could come back to the Council for authorization as early as January.

Councilmember Musgrove asked for details on the streetlight funds, noting the funds allocated in 2019 and that there is no allocation in 2020 or 2021. She asked if computers should be included under capital improvements.

Finance Director Lund replied that there were streetlight projects added this year and provided additional details.

City Engineer Westby provided additional details on the streetlight projects.

Community Development Director Gladhill explained that new developments are required to install streetlighting as part of their development project.

Councilmember Musgrove asked for clarification on the unassigned items.

Finance Director Lund noted that she would follow up on that.

Councilmember Musgrove referenced computer charges in the budget and asked if those would be considered capital improvements.

Finance Director Lund explained that would depend on the dollar amount. She noted that anything \$10,000 or under becomes part of the operating budget and provided additional details.

Councilmember Heinrich asked if staff has already reviewed the document and whether everything in the document correlates.

Finance Director Lund stated that pages 15 through 21 identifies the priority codes and respective years. She confirmed that the priority items line up with the requests presented by staff.

Councilmember Riley stated that he wants to ensure that the existing parks are being cared for first before adding new parks.

Parks and Assistant Public Works Superintendent Riverblood believed that the City is doing that, although it may not be apparent through the CIP as there are different funds used. He stated that he hopes to write a case for the Public Works Committee for two projects in Riversbend that were completed in 1984 and 1986 which would be funded through the Capital Maintenance Fund.

Councilmember Riley stated that he wants to ensure that the City does not overextend and can continue to maintain existing park infrastructure.

Parks and Assistant Public Works Superintendent Riverblood stated that staff is attempting to cover all the bases without overextending. He provided additional details on the Lake Itasca Park/Trail improvements planned and how those were identified for funding.

2.03: 2020 Capital Equipment Requests

It was the consensus that this discussion will be postponed for lack of time.

City Administrator Ulrich suggested holding a special worksession the following week after the Public Works Committee meeting.

Mayor LeTourneau noted that he will be out of town and would prefer to be present at the meeting.

It was the consensus that the Council will hold a special worksession on November 18th at 6:30 p.m.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:55 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.