

City of Ramsey
Agenda
Planning Commission Work Session
Thursday, November 7, 2019
5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Topics for Discussion**
 1. Discuss 2020 Planning Commission Work Plan
- 3. Commission/Staff Input**
- 4. Adjournment**

Special Planning Commission

2. 1.

Meeting Date: 11/07/2019

By: Tim Gladhill, Community Development

Information

Title:

Discuss 2020 Planning Commission Work Plan

Purpose/Background:

The purpose is to begin discussions on a 2020 Planning Commission Work Plan. The intent of this plan is to frame policy projects for 2020 based on available resources and ensure alignment with the City Council's Strategic Plan.

Attached to this case is the City Council Strategic Plan. Additionally, Work Plans for the Economic Development Authority (EDA) and Environmental Policy Board (EPB) are attached for reference purposes. Both the EDA and EPB Work Plans have been adopted by the City Council. Once complete, Staff will forward the Planning Commission Work Plan to the City Council for formal adoption as well.

The Planning Commission Chair requests that Commissioners ponder the following questions.

- What issues that we see in cases that could be handled through Zoning Code changes such as more Staff/Administrative Approvals or other ways to streamline the process?
- What changes should we consider to Permitted Uses, Accessory Uses and Conditional Uses, etc.?
- What research can Commissioners provide to Staff to assist in policy analysis and what does that process look like?
- What other areas can Commissioners be of assistance to Staff?

Notification:

Observations/Alternatives:

Funding Source:

Recommendation:

Action:

This is a Planning Commission Work Session. No action will be taken.

Attachments

City Council Strategic Plan

EDA Work Plan

EPB Work Plan

Form Review

Inbox	Reviewed By	Date
Tim Gladhill (Originator)		
Form Started By: Tim Gladhill		Started On: 11/01/2019 12:12 PM

Strategic Plan Update

2019 Update – May 28 Version

ABOUT RAMSEY

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Many people have chosen to live in Ramsey because of its rural character, wetlands, wildlife, parks, recreation and the housing choices. Ramsey is a mixture of farms, large-lot single family, urban single-family, and multi-family with a range of prices that appeals to a wide variety of families and individuals. The City is expected to grow by approximately 10,000 people over the next 20 years. Economic Development continues to be a priority for our City. With nearly 7,000 employees working in Ramsey everyday, new industrial and retail growth may add an additional 5,000 employees over the next 20 years. We are proud of our commitment to attract economically and environmentally sound commercial development.

Ramsey is committed to manage future growth to provide a high quality of life, enhanced employment opportunities and a stable tax base. Looking ahead, our city is working toward retail and commercial growth that includes restaurants, shopping, entertainment and additional employment opportunities.

Please note: this document is a work in progress. Staff is still working on final formatting. Please focus on content over formatting at this stage.

VALUES

Ethics and Integrity

Fiscal Responsibility

Cooperation and Teamwork

Open and Honest Communications

Excellence and Quality in the Delivery of Service

Treating People with Respect and Fairness

Adaptability and Continuous Learning

VISION

Ramsey will be a secure, citizen-driven, collaborative community that respects the balance and connectivity between its unique urban, rural and natural environments.

MISSION

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

OBJECTIVES

Financial Stability

A Balance of Rural Character and Urban Growth

An Active and Connected Community

Smart, Citizen-Focused Government

An Effective Organization

STRATEGIES

Identify and implement operational efficiencies, cost savings and additional funding sources.

Promote economic growth and development.

Create a positive image for residential neighborhoods, business districts and key corridors.

Enhance Community Engagement in policy decision-making processes.

Strengthen and enhance our identity and brand.

Improve the safety and mobility of transportation corridors.

Connect the community both physically and socially to destinations, services and activities.

Enhance customer service through process improvements.

Enhance sustainability and efficiency through public facilities and infrastructure investments.

Improve City's communication.

Improve and sustain high organizational morale.

Strive to reflect the demographics of the community.

ACTION PLAN

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
Strategy: Identify and implement operational efficiencies, cost savings and additional funding sources.				
1. Complete a Road Maintenance Funding Study and Public Engagement/Education Process.	Q3 2019	Existing Staff WSB Contact Budget Impact = Medium	Updated policy on appropriate funding for long term maintenance of local roads. Results will influence future decision on road funding.	Bruce Westby
2. Implement a Road Maintenance Funding Program.	Q1 2020	Budget Impact = Medium	Retain existing program or choose a new program.	Diana Lund
3. Identify and improve one organizational workflow process.	2019	Budget Impact = Low	Experienced cost savings as a result of improved workflow. Example: Purchasing Policy	Kurt Ulrich
4. Create an Alternative Funding Toolkit.	2019	Budget Impact = Low	List of potential funding sources for capital improvements. Improved funding partnership and successful capital projects.	Diana Lund
5. Evaluate Asset Management Options for Public Infrastructure.	2019	Budget Impact = Low RCP Report	Improved tracking of roads, utilities, etc. More efficient utilization of personnel resources.	Bruce Westby
Strategy: Promote economic growth and development.				
6. Expand Business Retention and Expansion efforts.	2019	Existing Staff: Budget Impact = Low	Stable base of local employers, representing the largest opportunity for future growth of jobs and tax base. Increase the number of business visits. Improve the quality and attendance at EDA events.	Sean Sullivan
7. Expand recruitment process to secure new commercial (retail) users.	2019	Existing Staff: Real estate broker Budget Impact = Low RCP Report	Continued growth of jobs, tax base, and services. 5,000 square feet of new retail space.	Sean Sullivan
8. Expand recruitment process to secure new industrial users.			Continued growth of jobs, tax base, and services. 50,000 square feet of new industrial space.	
9. Complete Comprehensive Housing Study and recruit new residential neighborhoods.	Q3 2019	Existing Staff: Budget Impact = Medium RCP Report	Plan for market relevant housing to jobs ratio (1 job per 1.5 household).	Tim Gladhill
Strategy: Create a positive image for residential neighborhoods, business districts and key corridors.				

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
10. Create baseline metrics to track and evaluate effectiveness of changes to Code Enforcement Program and use to track future trends.	Q4 2019	Existing Staff: Budget Impact = Low	Reduced blight and public nuisance. Improved responsiveness of neighborhood concerns. Improved empathy to private property rights and complex regulations. Improved aesthetics and reduced blight along Highway 10 and Highway 47.	Tim Gladhill
11. Create a coalition of local multifamily (apartments, condos, etc.) property managers.	2019	Budget Impact = Low RCP Report	Ensure that multifamily properties maintain high quality. Consider HOAs	Chloe McGuire Brigl
Strategy: Enhance Community Engagement in policy decision-making processes.				
12. Create Public Engagement Toolkit/Manual.	Q1 2020	Existing Staff: Budget Impact = Low RCP Report	New and improved engagement with the community on all key policy topics.	Tim Gladhill
Strategy: Strengthen and enhance our identity and brand.				
13. Complete a feasibility study for a future Postal Facility to obtain a Ramsey ZIP Code.	2020	Existing Staff Budget Impact = Medium RCP Report (community identity)	ZIP Code will identify itself as Ramsey. Take a step forward in achieving a Ramsey ZIP Code. Seek third-party funding to assist.	Kurt Ulrich
14. Install and/or replace signs at Highway 10/Ramsey Boulevard, Highway 10/Rail Station.	Q3 2019	Budget Impact = Medium to High RCP Report	Unified community brand for key nodes.	Chloe McGuire Brigl
15. Develop a plan for Historic Town Hall.	Q3 2019	Budget Impact = Low RCP Report	Adaptive reuse and tax base generation of historic town hall. Consider other buyers.	Kurt Ulrich
Strategy: Improve the safety and mobility of transportation corridors.				
16. Complete County Road 5 Corridor Study.	Future Parking Lot List Revisit adding	Budget Impact = Medium	Unified vision for Nowthen Boulevard. Improved safety and reduced congestion.	Bruce Westby
17. Complete State Highway 47 Study Update.	Q1 2020	Existing Staff: Budget Impact = Medium	Unified vision for Highway 47. Improved safety and reduced congestion.	Bruce Westby
18. Complete the Ramsey Gateway Study.	Q4 2019	Existing Staff/Resources Budget Impact = High RCP Report	Unified vision for Highway 10. Improved safety and reduced congestion.	Tim Gladhill

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
Strategy: Connect the community both physically and socially to destinations, services, and activities.				
19. Complete the Master Parks and Trail Plan/Capital Improvement Program Update.	2019	Existing Staff/Resources Budget Impact = Medium RCP Report	Adequate parks, trails and public spaces, both future and existing. Unique recreation destinations.	Mark Riverblood
20. Update Recreation Programming Work Plan	2019	Budget Impact = Low	Deliver a diversity of programs that finds a balance of revenue and access.	Mark Riverblood
Strategy: Enhance customer service through process improvements.				
21. Complete snow removal study and alternatives analysis.	2019	Budget Impact = Low	Ensure process and staffing for snow removal meets community expectations.	Grant Riemer
Strategy: Enhance sustainability and efficiency through public facilities and infrastructure investments.				
22. Complete Regional Surface Water Supply Feasibility Study.	Q1 2020	Study funded by Metropolitan Council. Budget Impact = Low	Adequate supply of water to supply community's future vision. Ensure that groundwater is the most appropriate source for the future.	Bruce Westby
23. Explore Water Supply Treatment Options			Reduce levels of manganese in municipal water supply.	
24. Complete Plans and Specifications for Future Public Works Campus.	2019	Budget Impact = High	Adequate space to effectively maintain public infrastructure. Savings of time and money in operational efficiencies.	Grant Riemer
25. Consider smart irrigation rebate program.	2019	Budget Impact = Medium	Reduced demand on public water supply and avoid/delay of infrastructure investments.	Chris Anderson
Strategy: Improve City's communication.				
26. Update Communications Plan.	2019	Existing Staff Budget Impact = Low RCP Report	Improved external communication. Provide more information of interest to residents in multiple formats. New and more effective ways to reach the community, including but not limited to social media. Talking Points for Key Projects. Policy, process, and timing for communicating key topics. Improved administration of Ramsey Resident Newsletter.	Megan Thorstad
27. Enhance Employee Intranet.	Q4 2019	Budget Impact = Low	Enhanced access for personnel policies and resources for existing and future Councilmembers, Employees, and Commissioners. Improved internal communication.	Colleen Lasher

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
Strategy: Improve and sustain high organizational morale.				
This remains a high priority for the community and is addressed in multiple actions above.				
Strategy: Strive to reflect the demographics of the community.				
This remains a high priority for the community and is addressed in multiple actions above.				

Budget Impact Key; Low = Existing Staff/thousands of dollars; Medium = Additional Staff/Consultants/tens of thousands of dollars; High = capital improvement/hundreds of thousands of dollars.

RCP Report = Partnership with the University of Minnesota completed in 2018. This partnership created a library of resources and policy alternatives. A full list of completed reports can be found online at rnp.umn.edu/ramsey-projects.

PARKING LOT LIST

Action	Strategy
Complete a Development Fee Impact Study.	Identify and implement operational efficiencies, cost savings and additional funding sources.
Complete Comprehensive Streetscape and Greenway Manual.	Create a positive image for residential neighborhoods, business districts and key corridors.
Complete Neighborhood Plans for Pearson Properties and Makowsky Farms.	Create a positive image for residential neighborhoods, business districts and key corridors.
Remodel 2 nd Floor of City Hall for additional collaboration and meeting space.	Enhance Community Engagement in policy decision-making processes.
Complete a Fire Department Duty Crew Analysis.	Enhance customer service through process improvements.
Complete Organization Staffing Plan.	Improve and sustain high organizational morale.

CULTURE

- Utilize Strategic Plan to prioritize budget requests.
- Leverage additional funding sources.
- Seek grants to do high priority projects.
- Seek public and private partnerships.
- Improve Park and Recreation revenue through user fees and sponsorships.
- Provide adequate public safety staffing based upon common metrics (i.e., calls for service, time of day caseload, land use and population, citizen expectations).
- Continue Staff Recognition Programs.
- Increase awareness of various employee resources.

Economic Development Authority Work Plan

2019 Update – October 1 Version

ABOUT RAMSEY

Ramsey is a suburban city located in the northwestern part of Anoka County, with a population of approximately 26,500. Two rivers dominate its borders, the Rum River and the Mississippi River.

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CITY COUNCIL STRATEGIC PLAN

The EDA Work Plan is an important component of achieving the City Council Strategic Plan. The initial sections of this Work Plan are an incorporation of the City Council's Strategic Plan.

ECONOMIC DEVELOPMENT AUTHORITY

The primary purpose of the EDA is to coordinate and administer economic development and redevelopment plans and programs of the city. The EDA is vital to the orderly development and financing of the city and in the best interests of the health, safety, prosperity and general welfare of the citizens of the city.

VALUES

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Strategy: Promote economic growth and development.				
1. Expand Business Retention and Expansion efforts.	2020	Existing Staff: Budget Impact = Low	Stable base of local employers, representing the largest opportunity for future growth of jobs and tax base. Increase the number of business visits (32). Maintain the quality and attendance at EDA events. Participate in third party real estate events.	Sean Sullivan
2. Expand recruitment process to secure new commercial (retail and restaurants) users.	2020	Existing Staff: Real estate brokers Anoka County Regional Economic Development Partnership (ACRED) Budget Impact = Low RCP Report	Continued growth of jobs, tax base, and services. 5,000 square feet of new retail space. Updated marketing, financial assistance and real estate policies.	Sean Sullivan
3. Expand recruitment process to secure new industrial users.	2020	Existing Staff Budget Impact = low	Continued growth of jobs, tax base, and services. 50,000 square feet of new industrial space.	Sean Sullivan
4. Complete Infrastructure Funding Study for The COR Area	2020	Budget Impact = Medium	Planning Level Pro-Forma including Expenses and Funding Sources available to complete buildout of The COR.	Sean Sullivan
5. Sell remaining developable land owned by City	Ongoing	Budget Impact = Medium	Update listing strategy Return developable parcel to tax base.	Sean Sullivan
Strategy: Strengthen and enhance our identity and brand.				
6. Complete a feasibility study for a future Postal Facility to obtain a Ramsey ZIP Code.	2020	Existing Staff Budget Impact = Medium RCP Report (community identity)	ZIP Code will identify itself as Ramsey. Take a step forward in achieving a Ramsey ZIP Code. Seek third-party funding to assist.	Kurt Ulrich
Strategy: Improve the safety and mobility of transportation corridors.				
7. Establish a Highway 10 ROW Acquisition Plan	2020	Existing Staff Consultant Budget Impact = Medium	ROW Acquisition Plan Potential for Redevelopment Plan of remnant parcels	Tim Gladhill

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Environmental Policy Board Work Plan

2019 Update – September 12 Version

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ENVIRONMENTAL POLICY BOARD STATEMENT OF PURPOSE

The Environmental Policy Board (EPB) will promote environmental awareness and conservation practice by advising the City Council on policy issues, review of new development proposals, communication and education. Through careful review, the EPB will present multiple perspectives, ideas and new technologies that promote both discovery and accountability.

DRAFT

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ENVIRONMENTAL POLICY BOARD (EPB) WORK PLAN

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
Strategy: Enhance sustainability and efficiency through <i>public policy</i>, public facilities and infrastructure investments.				
1. Create a Shoreline Erosion Control Plan for the Mississippi River	2020	Budget Impact = Low	Reduced erosion along the Mississippi River that adds sediment load and reduces water quality. High priority shorelines are identified for partnerships with Owners to improve stabilization of shoreline.	Chris Anderson
2. Consider smart irrigation (<i>and other water reduction</i>) rebate program.	2019	Budget Impact = Medium	Reduced demand on public water supply and avoid/delay of infrastructure investments. Review policy recommendations of the Metropolitan Council Regional Surface Water Supply Feasibility Study. <i>This action is identified as a specific action from the City Council's Strategic Plan.</i>	Chris Anderson
3. Update City Recycling Program	2020	Budget Impact = Low	Maintain or increase amount of material recycled rather than entered into the solid waste stream. Increased participation in organics recycling program.	Chris Anderson

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