

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, June 14, 2016, 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
Councilmember Kristine Williams (arrived at 5:45 p.m.)

Also Present: City Administrator Kurtis Ulrich
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Community Development Director Timothy Gladhill
Asst. City Administrator/Economic Development Manager Patrick Brama
Public Information and Events Specialist Nichole Wenberg

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:35 p.m.

2. TOPICS FOR DISCUSSION

2.01: Policy for Recruitment, Application, and Interview Process of Appointing City Board and Commission Members

Human Resources Manager Lasher reviewed the staff report.

Mayor Strommen asked how a term would become out of alignment.

Human Resources Manager Lasher provided an example from the past that occurred with the Environmental Policy Board. She stated that ideally the City would prefer for between one to three terms to come to term at once and no more than that.

Mayor Strommen stated that if it was just the once situation she did not see a need for the additional language as the language could appear to state that the City frequently changes the terms to realign.

Human Resources Manager Lasher noted that the Charter Commission language has been removed in the draft policy as those appointments are made by the Chief District Judge. She noted that she hopes to bring this before the Council for formal adoption at the next meeting.

Councilmember Kuzma asked if the Council has any power to make a recommendation to the District Judge for the Charter Commission.

Human Resources Manager Lasher stated that it is her understanding that the Council could submit a letter to the judge supporting or not supporting a candidate.

Councilmember Riley stated that he agrees that the changes work well and was in favor of not making incumbents go through the entire process to reapply.

Councilmember LeTourneau asked if there is any desire for the Council to conduct an interview process of the Charter Commission candidates as a first step before the appointments are made.

Mayor Strommen stated that the Council would not be a part of the formal process but could do that as a side step, noting that all candidates would still be able to apply to the judge.

Human Resources Manager Lasher noted that if that is desired, the interviews would be done on a different time frame as those appointments are made on a calendar year cycle.

Councilmember Riley stated that while he would like to see qualified individuals on the Charter Commission, in his opinion it is not the position of the Council to be involved.

City Administrator Ulrich agreed that it would be best for the Council to remain uninvolved as the Charter Commission is meant to be a system of checks and balances with the Council.

Councilmember Williams arrived.

2.02: Discussion Regarding the Process for the City Administrator's Annual Review

Mayor Strommen provided background information, noting that she had asked for this discussion to occur to ensure that the current process is working smoothly and everyone is getting what they need out of the process as set up.

Human Resources Manager Lasher stated that this is just a discussion on the process used to review the City Administrator's performance and is not a discussion of his job performance as that would be done in a closed session. She reviewed the staff report.

Mayor Strommen asked whether the current process regarding the review criteria is working well or whether the Council would want to be more involved and have the criteria more finely tuned for the year.

Councilmember Johns stated that she would be in agreement with further discussing the review criteria.