

City of Ramsey
Agenda
City Council Work Session
Tuesday, December 13, 2022

5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

Remote Attendance available at www.cityoframsey.com/meetings.
Those joining remotely and requesting to speak are asked to use a webcam when speaking.

1. **Call to Order**

2. **Topics for Discussion**
 1. Discuss Community Service Officer Staffing

 2. The Waterfront - Status of Community Building/Splash Pad Planning and COR Study Update

 3. 2023 Legislative Priorities

 4. Discussion Regarding the Annual Performance Review of the City Administrator, an Individual Who is Subject to the City Council's Authority-May be Closed to the Public

3. **Topics for Future Discussion**
 1. Review Future Topics/Calendar

4. **Mayor/Council/Staff Input**

5. **Adjournment***

***Note: the City Council may motion to recess this Work Session meeting and reconvene after the regular City Council meeting if items on the agenda are not completed.**

Meeting Date: 12/13/2022

Information

Title:

Discuss Community Service Officer Staffing

Purpose/Background:

The purpose of this case is to update the City Council regarding a recent staffing change in the Police Department and to explain the case on the regular agenda regarding this matter.

Background: On October 28th, the City received a letter of resignation from one of its part-time Community Service Officers, Mr. Ryan Duran, stating his last day with the City would be November 11, 2022. Since 2015, the City has employed two part-time Community Services Officers (CSOs), both at 25 hours per week. Prior to mid 2015 the City employed one full-time CSO. Staff reviewed the CSO staffing levels and is suggesting the current CSO position, working 25 hours per week, become full-time.

Aside from the vacant part-time CSO position, a new part-time CSO position is included in the 2023 budget. Essentially, staff is proposing to only fill one part-time position, rather than two, and convert the current part-time position to full-time, which would satisfy the CSO staffing needs in the Police Department. If approved, this full-time CSO position will serve to train in the new part-time CSO; relieving command staff of this responsibility. Community Service Officer, Katie McNally has been working 25 hours per week in the Police Department. She has been in this role since early 2019. She is well suited to train and mentor a new part-time CSO. At a later date, the department may consider implementing a Lead Community Service Officer position. At this time, that position is not approved nor budgeted for. However, as the department grows having a lead position would further relieve command staff of training responsibilities. This lead role is not part of this evening's request. The Police Chief will be on hand to provide additional details at the work session.

Finance Director Diana Lund provided the financial impact of this request. The 2023 budget impact would be an additional cost of \$953.00 compared to if Mr. Duran was still with the City. The pros to this proposal include retaining a seasoned CSO, providing consistency within the Police Department on a full-time basis and having a full-time trainer for the new part-time position. The cons include an overall loss of 10 hours per week (because of the loss of a 25 hours per week position with only adding back 15 of those hours to the full-time role). However, staff feels there is an overall benefit to productivity with a full-time CSO.

Note: This case is included on this evening's agenda for formal action, effective January 1, 2023.

Timeframe:

Up to 10 minutes.

Funding Source:

The additional funding of \$953.00 will be absorbed within the 2023 Police Department budget.

Responsible Party(ies):

Colleen Lasher, Administrative Services Director and Jeff Katers, Police Chief

Outcome:

The requested outcome of this case is to receive City Council approval, by consensus, to eliminate one vacant part-time CSO position, in exchange for making the other part-time CSO position (held by Ms. Katie McNally) to full-time. Note, the 2023 part-time request remains.

Attachments

No file(s) attached.

Form Review

Inbox

Jeff Katers

Brian Hagen

Form Started By: Colleen Lasher

Final Approval Date: 12/07/2022

Reviewed By

Colleen Lasher

Brian Hagen

Date

12/06/2022 10:15 AM

12/07/2022 06:27 PM

Started On: 11/29/2022 08:48 AM

Meeting Date: 12/13/2022

Information

Title:

The Waterfront - Status of Community Building/Splash Pad Planning and COR Study Update

Purpose/Background:

The Waterfront

The community and city leadership have been engaged in planning and envisioning [and building] a vibrant, successful downtown in Ramsey for two decades. The Draw park & amphitheater was completed in 2010 and has been proven to be a popular and valued resource for residents throughout the city—and at the same time, public investments in parks (and other infrastructure) have increased adjacent land values, with favorable private development following. West of The COR as an example, Pearson Park helped facilitate the Riverstone Development to rapidly build-out with its residential product. Within The COR, PACT Charter School was built following the commitment of the city to construct the athletic field there. Townhomes continue to be desirable near The Draw—and Greenway Terrace was named after the planned-for greenway connecting the downtown parks to the rest of Ramsey via trails. And, even though PSD Land Development had developable property in the downtown, it purchased land from the city and built a highly successful market rate apartment named Parkside Village, over-looking The Draw. Additionally, the 55+ Affinity building (at a present occupancy of 93% or full by industry standards), purchased their property from the city only upon the promise that the park plans for The COR would be fulfilled. The above examples, demonstrate that public investments in quality parks and trails help facilitate many valuable returns, including tens-of-millions in private investments in the community, development fees paid, and ongoing property tax revenue to take care of trails and park facilities.

At the joint City Council, Planning Commission and Economic Development Authority meeting this Spring, discussion included strategies for ensuring that the city may successfully complete the ambitious project of developing Ramsey's downtown *and* selling city-owned land at the same time. There appeared to be unanimous consensus that investments in infrastructure and grading of the NW Quadrant in The COR, to include excavation of The Waterfront for fill—along with advancing park development—all should be investigated together for obvious synergies and for the value the park development would have for the community at large, as well as for the sale and development of land in the NW Quadrant (known as Parcel #46).

Following the aforementioned joint meeting, the Economic Development Authority recommended approval of The COR – Public Infrastructure Analysis which is anticipated to be completed in the coming weeks with the findings to be presented to the EDA and City Council for direction and next steps (which is expected to occur in January 2023). Concurrent with this study, staff began work with an architectural firm to examine various aspects of the proposed community building at The Waterfront—to identify an array of options for the project, that would yield the maximum value to the community at-large for an investment of an appropriate scope.

Architect Gregory Houck, Principal at Cuningham will represent with staff, this preliminary work on how the park building could serve Ramsey residents and the community. Program elements at this juncture include a two-story indoor playground and climbing wall, fitness area and locker/restrooms, concessions, and restaurant with outdoor seating and attendant lawn games. The proposed second floor would have a rooftop patio with banquet space to rent for large events as well as a community room. Additional information will be available at the work session, and based upon a consensus to proceed, more 'proof-of-concept' and preliminary cost estimates will be developed for subsequent Council consideration.

COR and Wetland Study Update

Bolton and Menk is nearing completion of the Wetland delineations and approval of those delineations by the

WMO and COR infrastructure/site preparation studies. These studies will set the baseline information for options and cost relating to the installation of remaining infrastructure in the COR, These studies will also include information that will assist in development of The Waterfront park, the potential filling of wetlands for site preparation for Parcel 46 and other parcels in the COR. Staff anticipates that the findings of these studies will be presented in a future work session in January or February.

Timeframe:

Background and planning on The Waterfront's proposed community building: 10-15 minutes
Discussion and inquiries on the park's planning process and timeline: 5 minutes
Status of The COR – Public Infrastructure Analysis: <5 minutes

Total Timeframe: 20 minutes

Funding Source:

Park planning work is being performed by staff and consultants funded by the 2022 General Fund parks operating budget.

The COR – Public Infrastructure Analysis is being performed by consultants and funded by TIF District 14 and/or District 2.

Responsible Party(ies):

Mark Riverblood will provide a very brief introduction and background on The Waterfront project, and architect Greg Houck will present preliminary design of the proposed park building, together with a description of its utility and feasibility.

Sean Sullivan will be available to address the wetland delineation/mitigation process (an element of the attached COR – Public Infrastructure Analysis and Wetland Delineation scope of work) and site preparation work required for Parcel #46 and other lands in the COR, if needed.

Bruce Westby will be available to address the status and next steps of The COR – Public Infrastructure Analysis, if needed.

Outcome:

This work session case is a brief report to Council on the potential of a community building and associated park elements proposed for The Waterfront. (A more in depth discussion on the park and The COR – Public Infrastructure Analysis is anticipated early in 2023.)

Attachments

2018 planning for The COR parks
community building site plan features
rendering of splash pad area
working model of community building
Architect portfolio
public infrastructure scope of work
Wetland scope of work

Form Review

Inbox

Reviewed By

Date

Sean Sullivan
Mark Riverblood (Originator)
Bruce Westby
Brian Hagen
Form Started By: Mark Riverblood
Final Approval Date: 12/08/2022

Sean Sullivan
Mark Riverblood
Bruce Westby
Brian Hagen

12/08/2022 09:20 AM
12/08/2022 10:41 AM
12/08/2022 11:56 AM
12/08/2022 12:39 PM
Started On: 11/23/2022 09:44 AM



The COR parks

Schematic Design Review

12 April 2018



The COR Public Realm Framework



- DEVELOPMENT STATUS**
- EXISTING DEVELOPMENT
 - PROPOSED DEVELOPMENT
 - ACTIVE DEALS
 - UNDER CONTRACT
 - COMPLETED

- ACCESS**
- EXISTING SIGNALIZED INTERSECTION
 - FUTURE SIGNALIZED INTERSECTION
 - FULL INTERSECTION
 - NO LEFT OUTBOUND MOVEMENTS
 - PARKING RAMP

TRAFFIC INFORMATION
ADT INFORMATION TAKEN FROM 2009 ACTUAL COUNTS AND 2030 PROJECTED VOLUMES



LANDFORM
DEVELOPMENT PLAN 6.0
05.15.2012



The COR Parks + Public Places
City of Ramsey, Minnesota
Public Realm Framework + Cost Evaluation
December 2015



2 The Waterfront



Affinity Development



1 Municipal Plaza

Ramsey City Hall

RAMSEY COR – PARK SYSTEM COMPONENTS



1
Municipal Plaza

RAMSEY COR – PARK SYSTEM COMPONENTS



1

Municipal Plaza

RAMSEY COR – PARK SYSTEM COMPONENTS



Forest walk, connection to lake Ramsey



Woonerf, & commercial edge



Fountain, iconic tree, & Open field



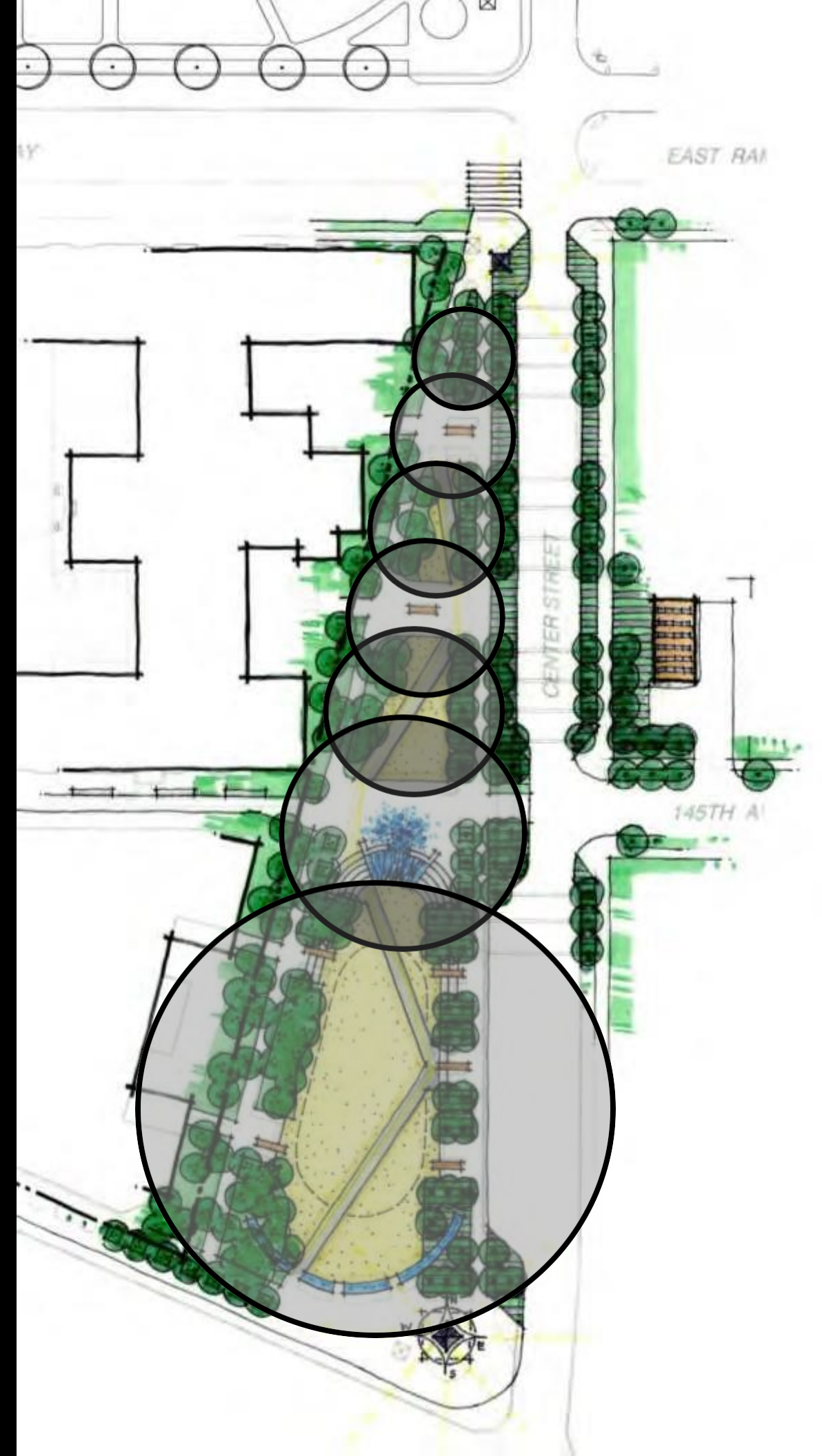
Entryway



1
Municipal Plaza

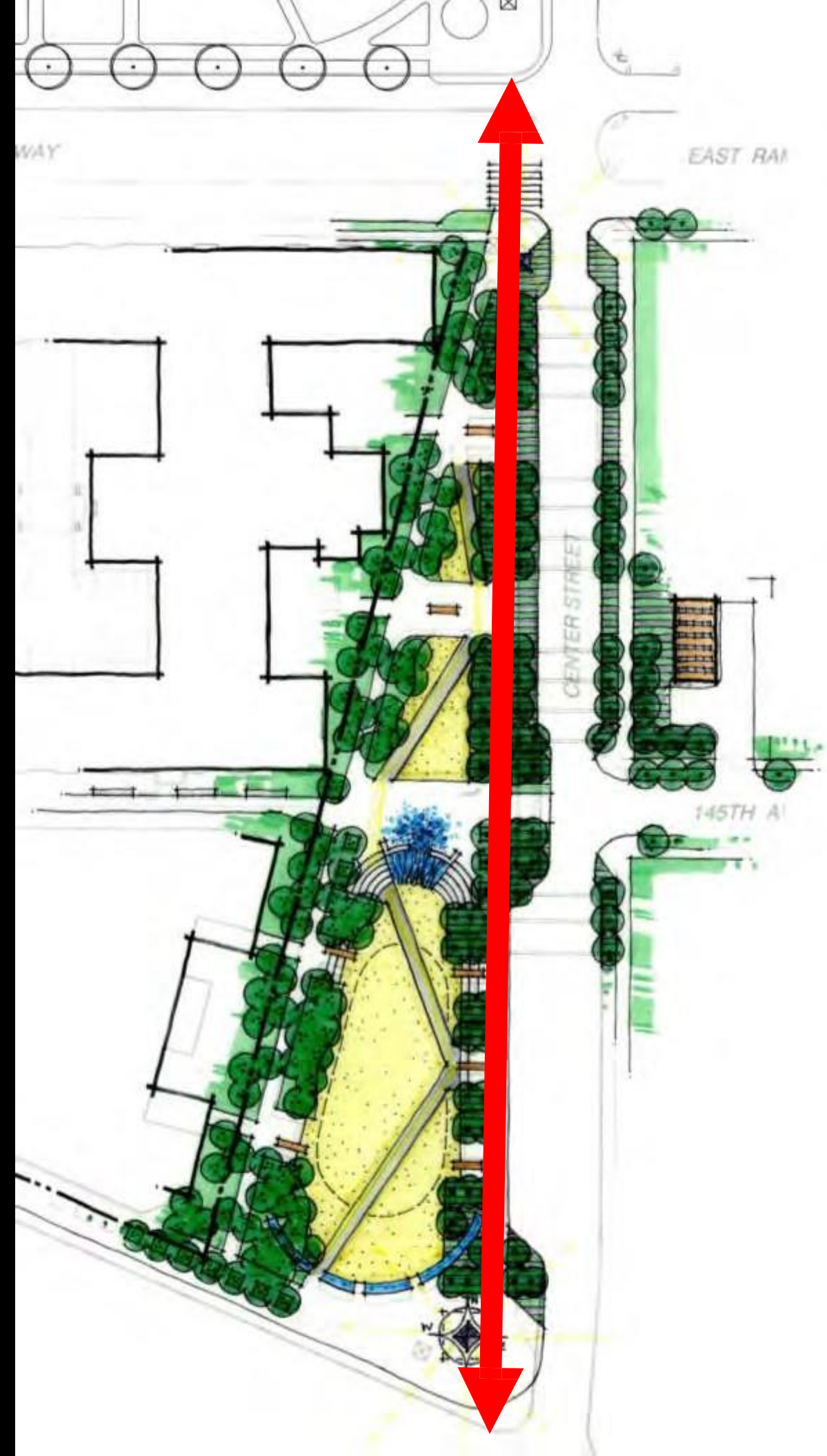








the promenade

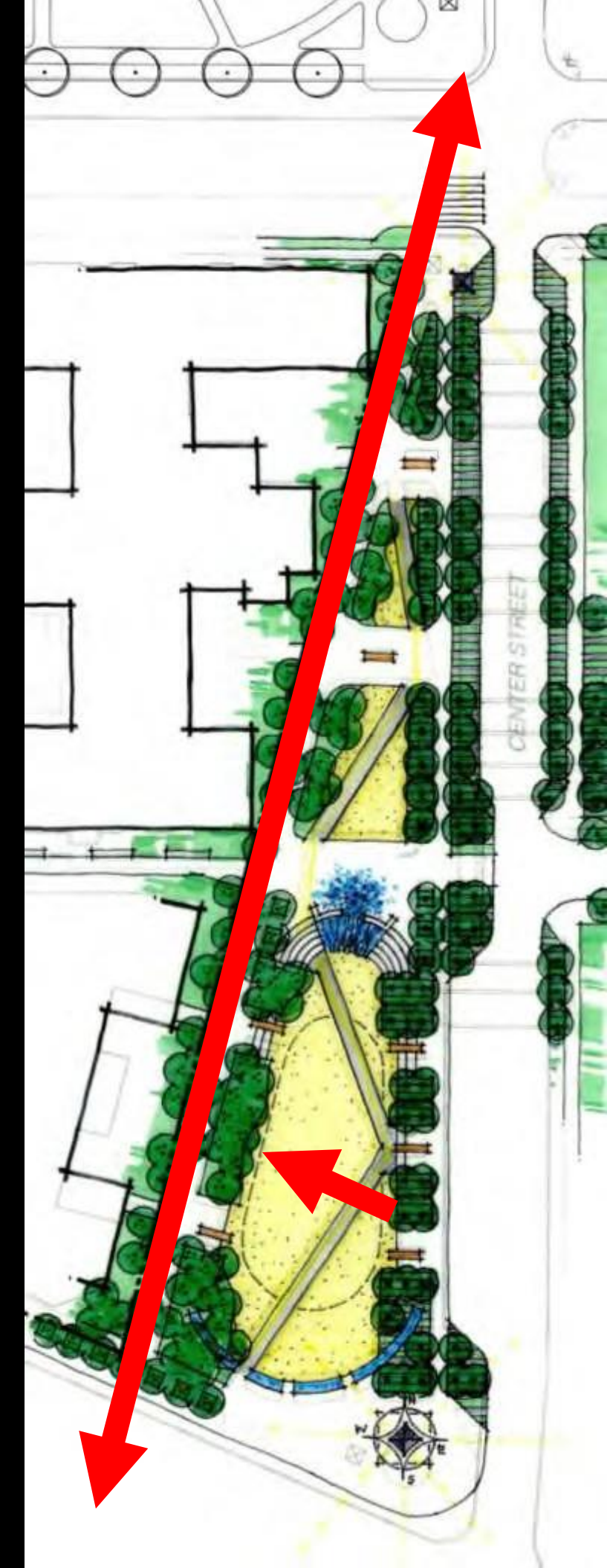


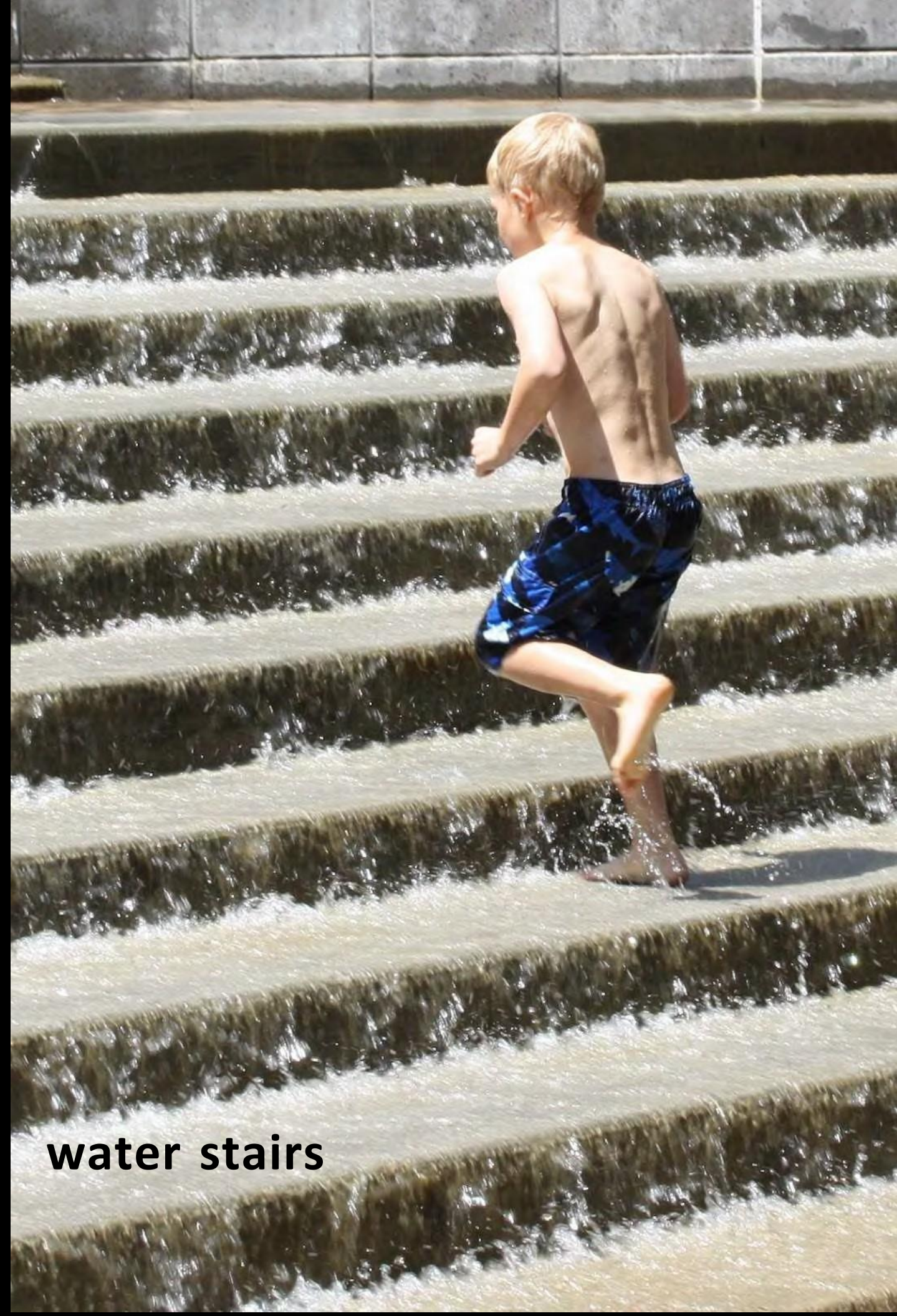
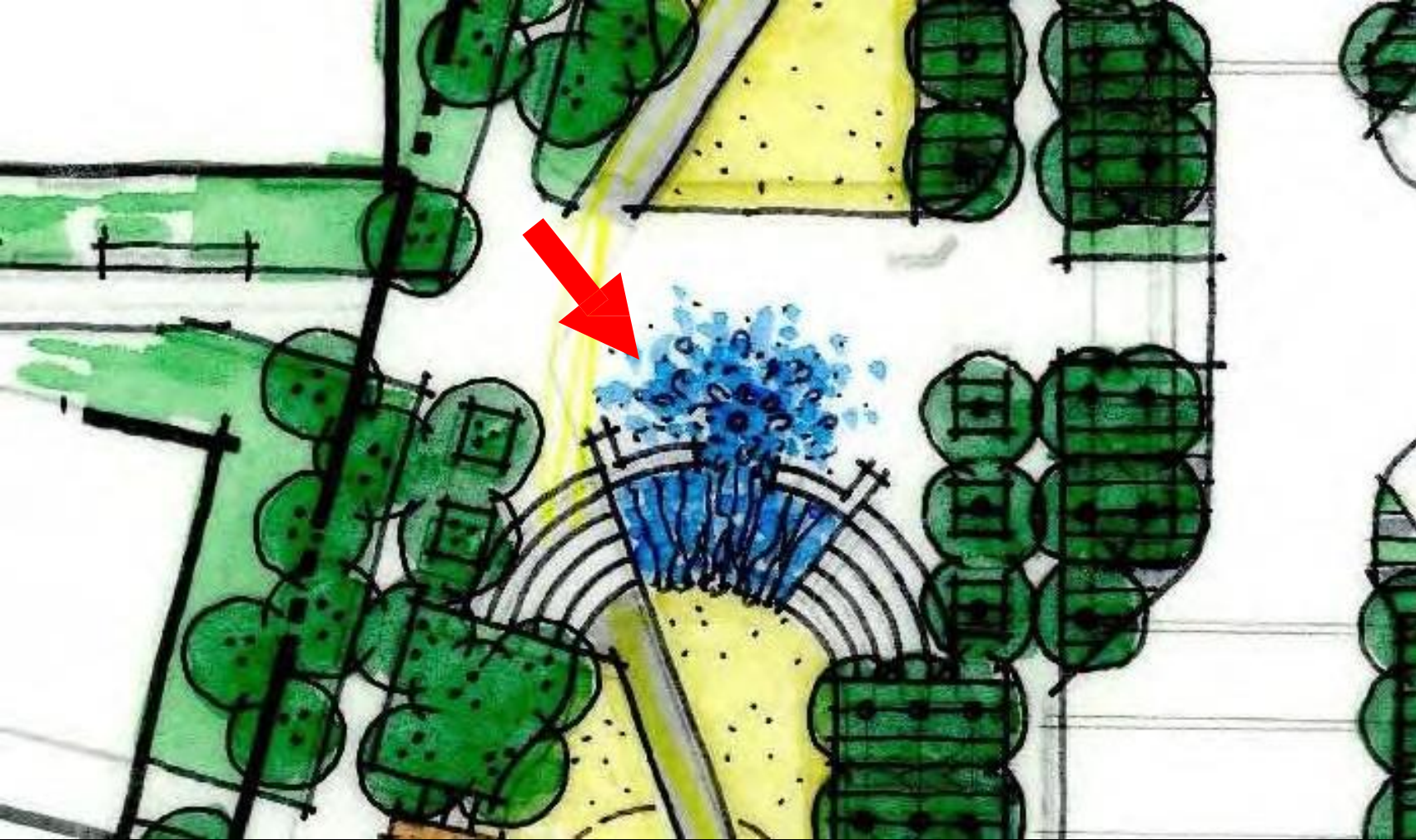


serpentine stone wall



forest trail

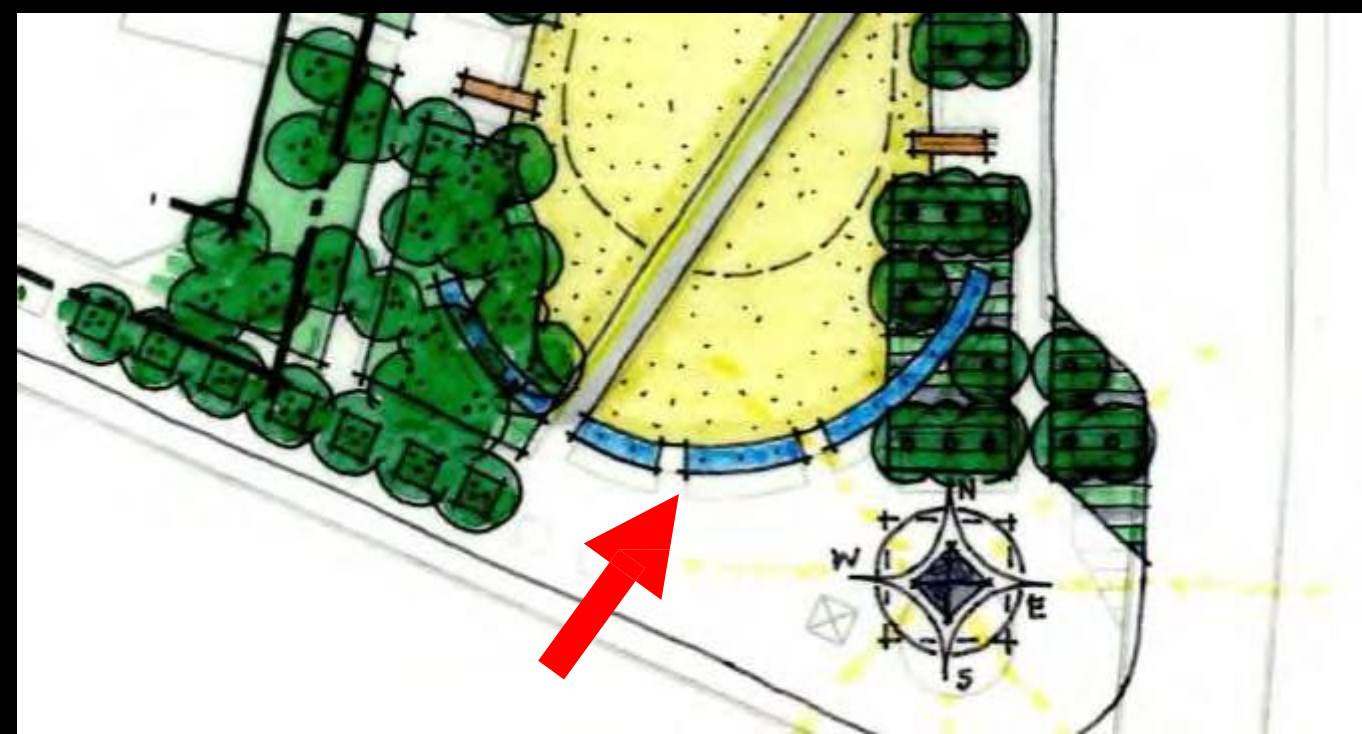




water stairs

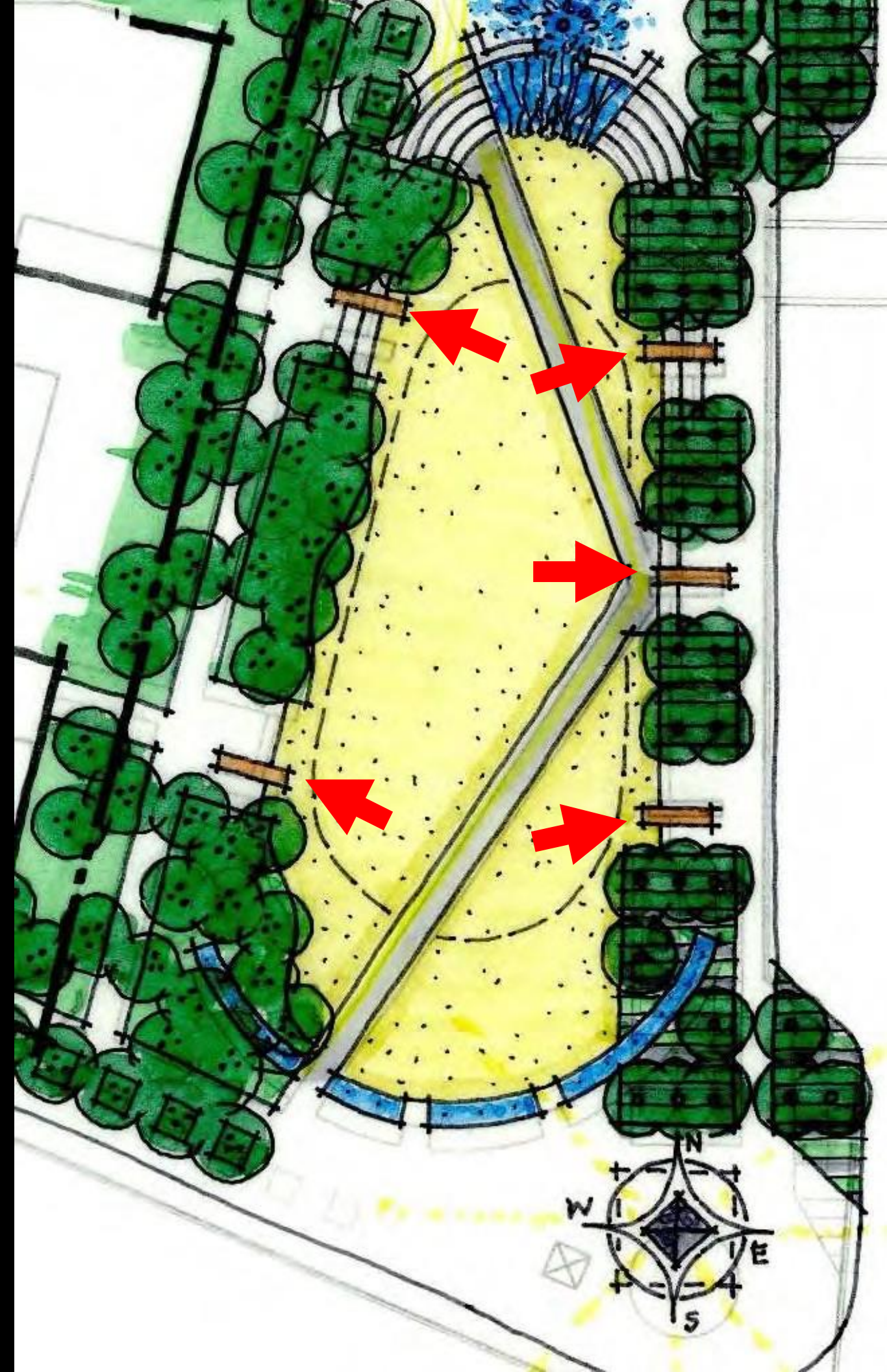


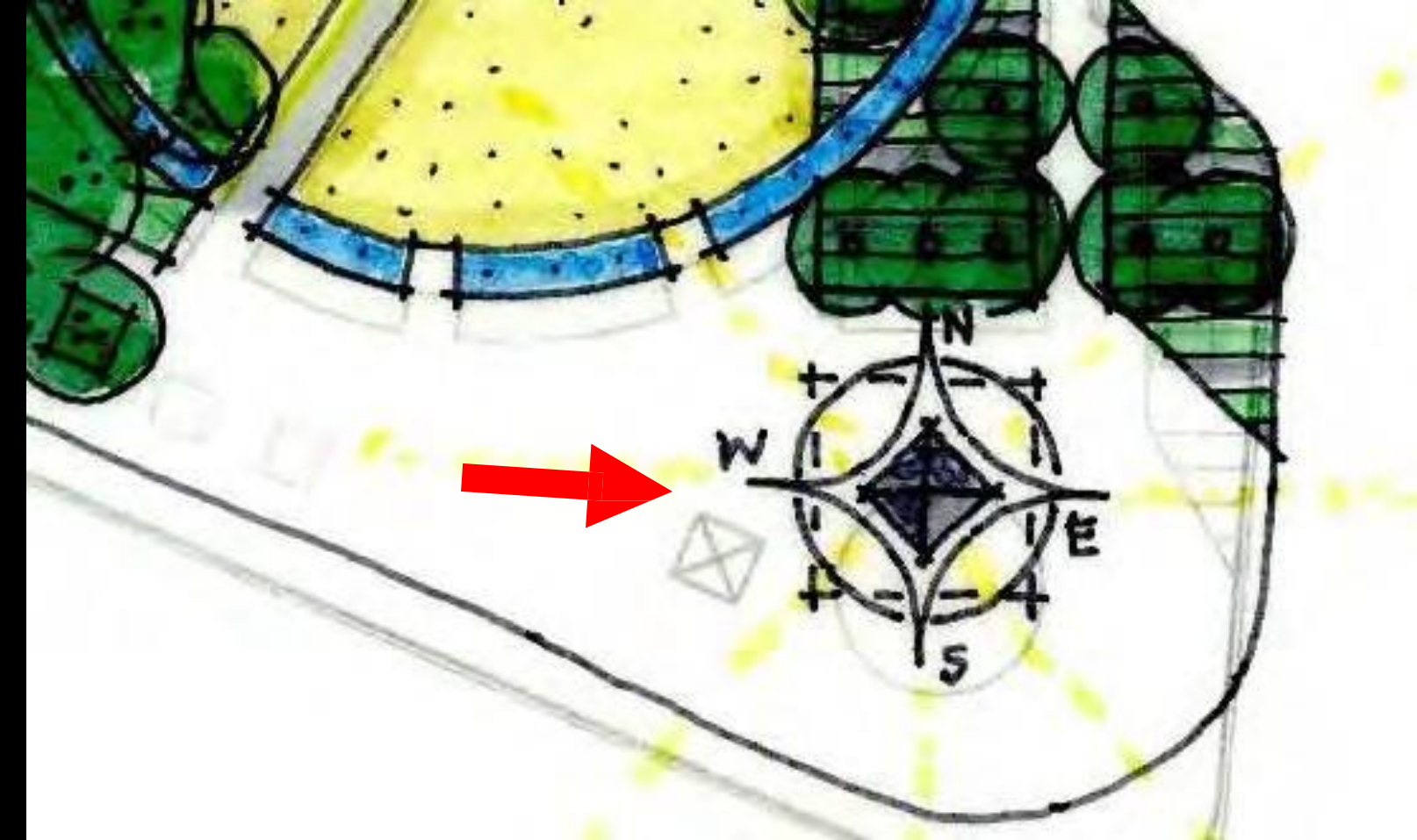
ribbon fountain





outdoor (gas) hearth





wayfinding

Harvesting the Value of Water

STORMWATER, GREEN INFRASTRUCTURE, AND REAL ESTATE



ULI Urban Land Institute Center for Sustainability and Economic Performance

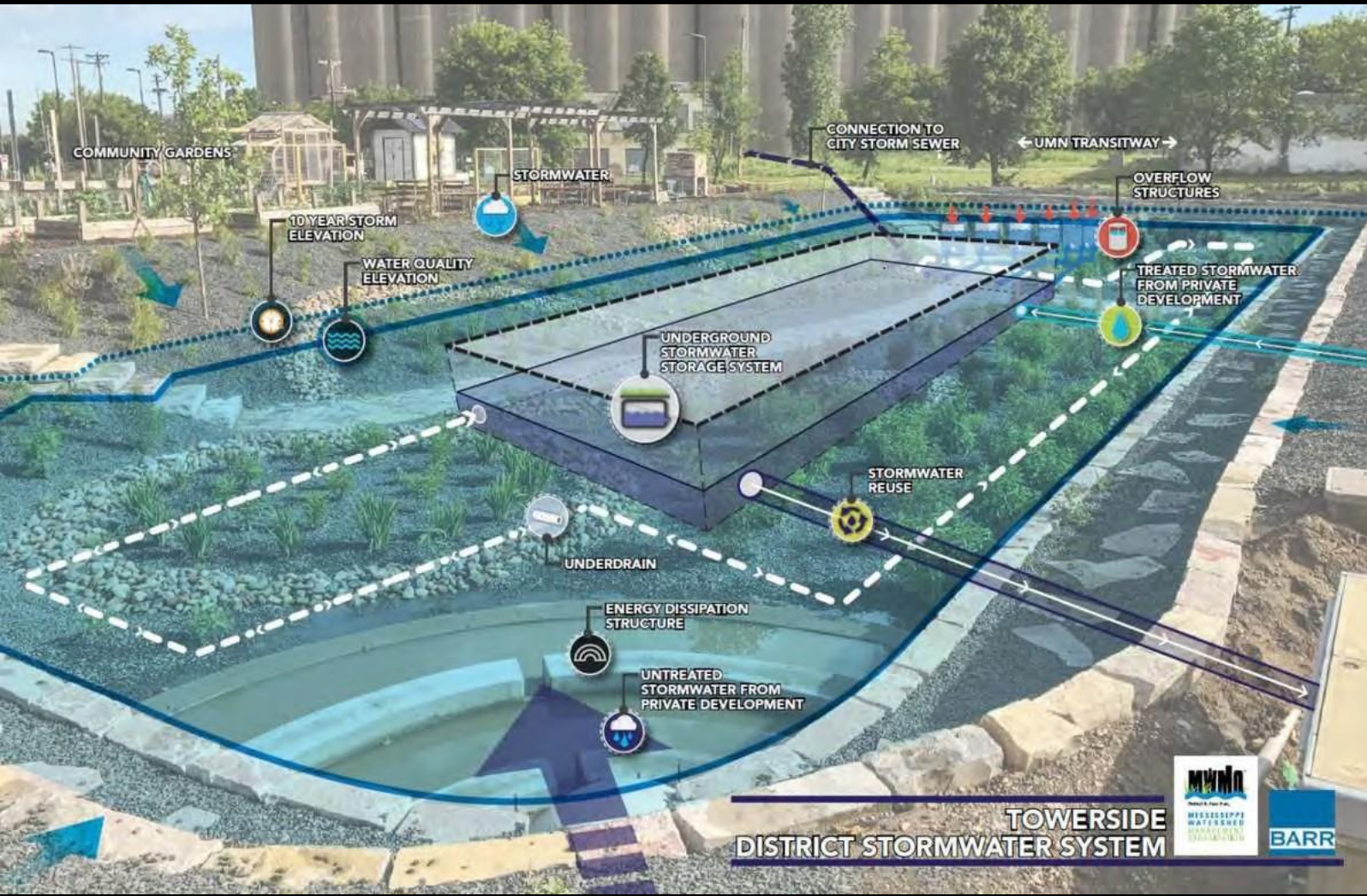


green infrastructure

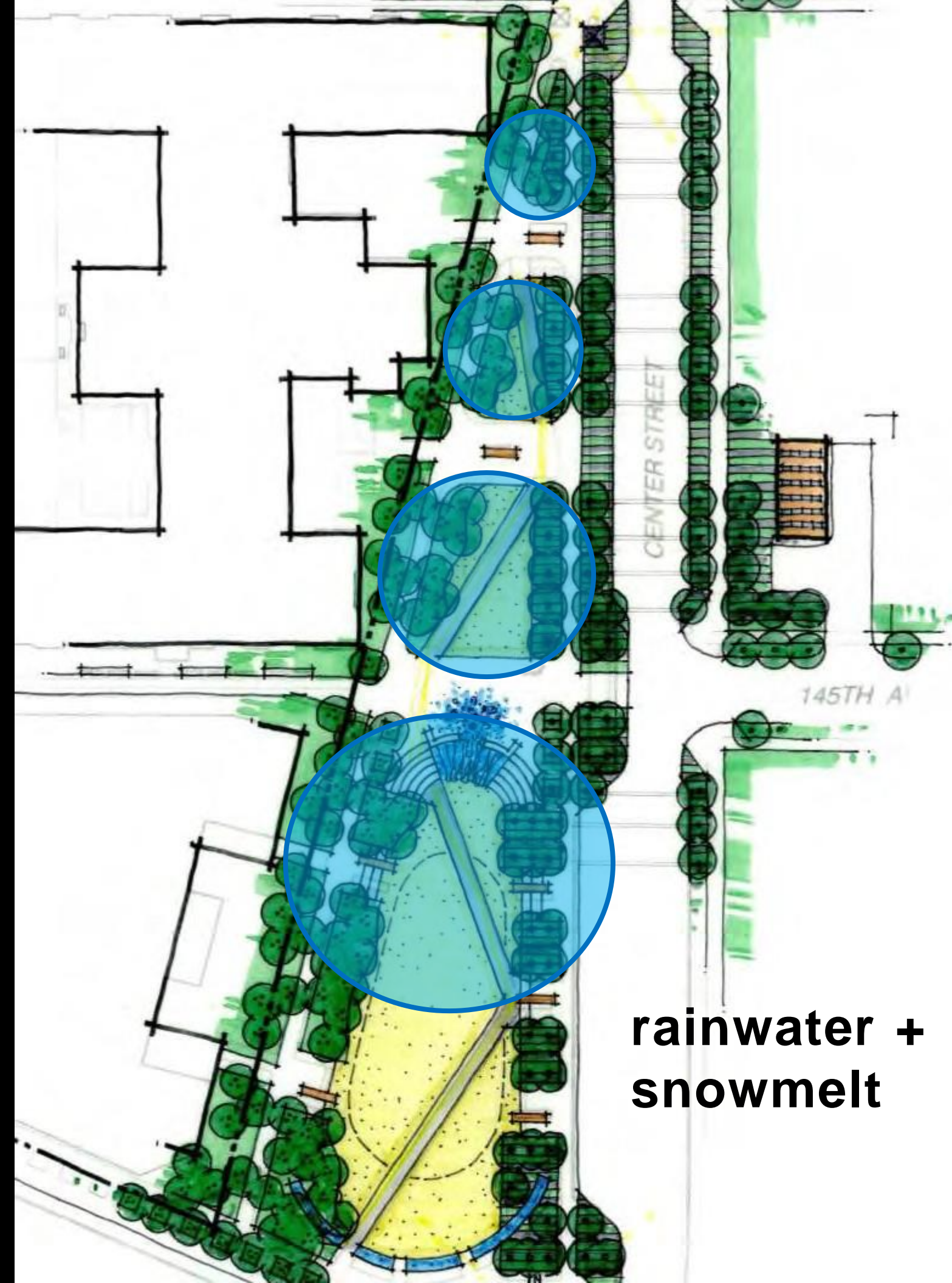
PARK AND POND



IN MINNEAPOLIS, A DISTRICT-SCALE STORMWATER SYSTEM DOUBLES AS PUBLIC SPACE.



TOWERSIDE DISTRICT STORMWATER SYSTEM



rainwater + snowmelt

RAMSEY COR – PARK SYSTEM COMPONENTS



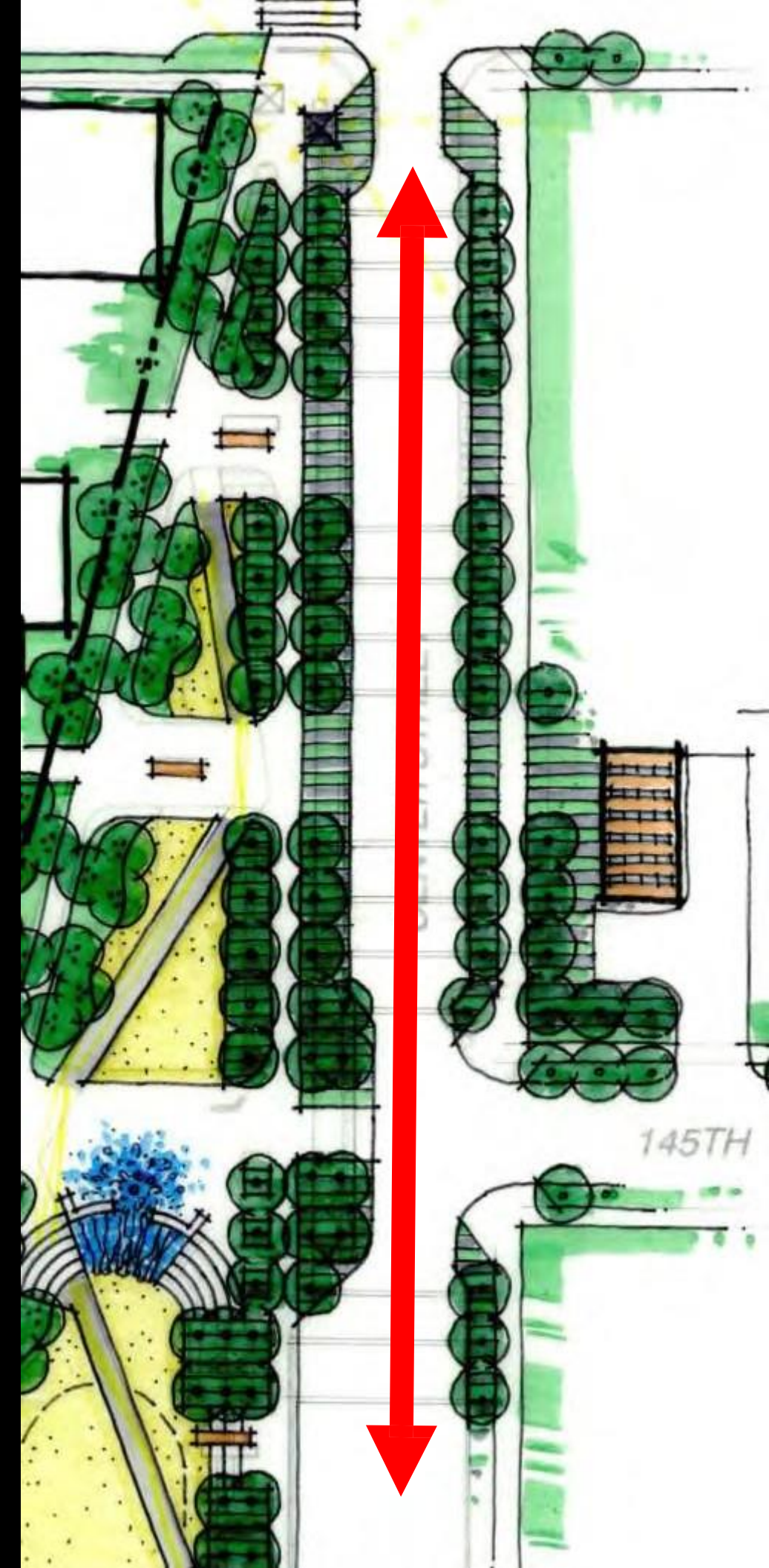
concept idea – street + plaza + connections

1

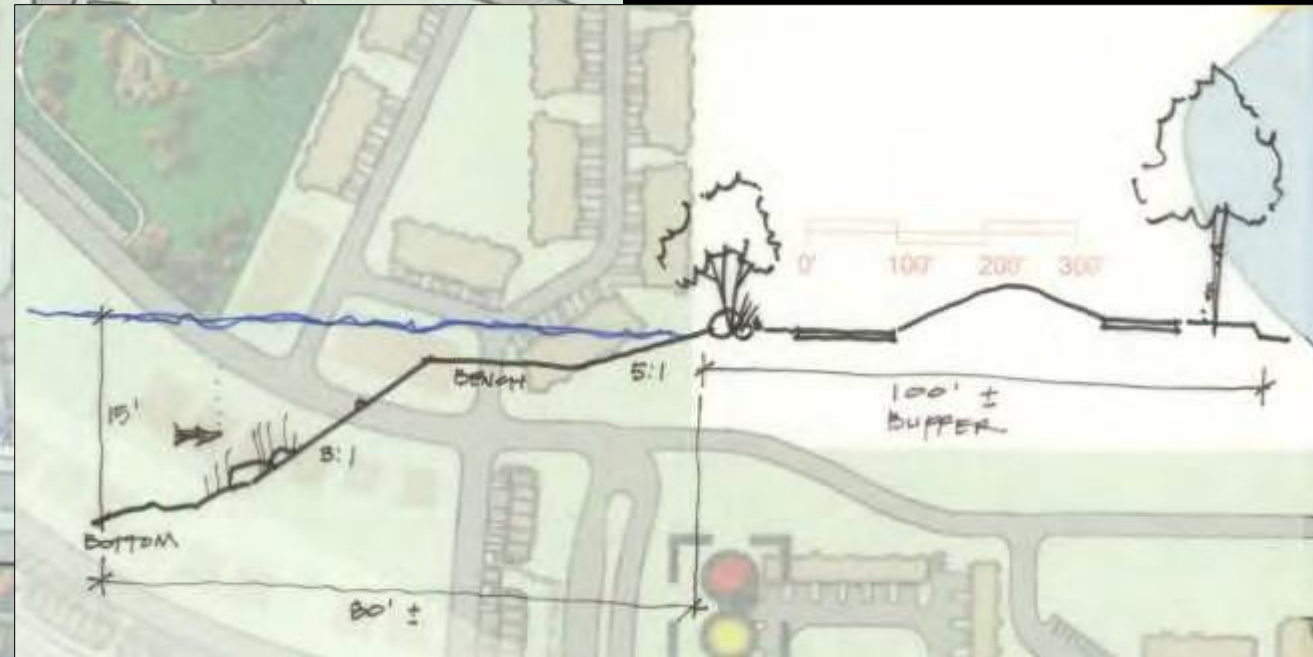
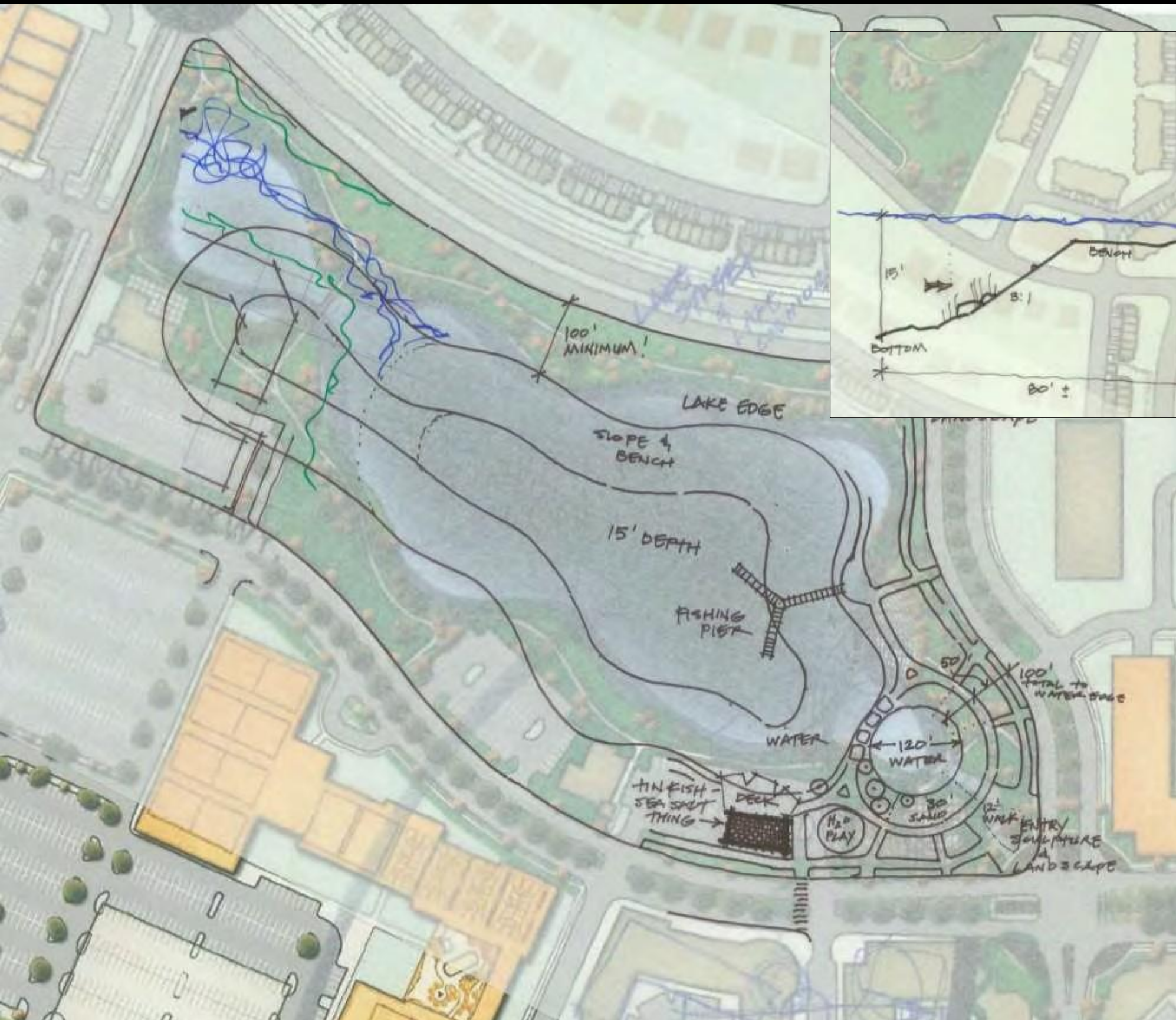
Municipal Plaza



shared street



RAMSEY COR – PARK SYSTEM COMPONENTS



program sketch study

2

The Waterfront

RAMSEY COR – PARK SYSTEM COMPONENTS

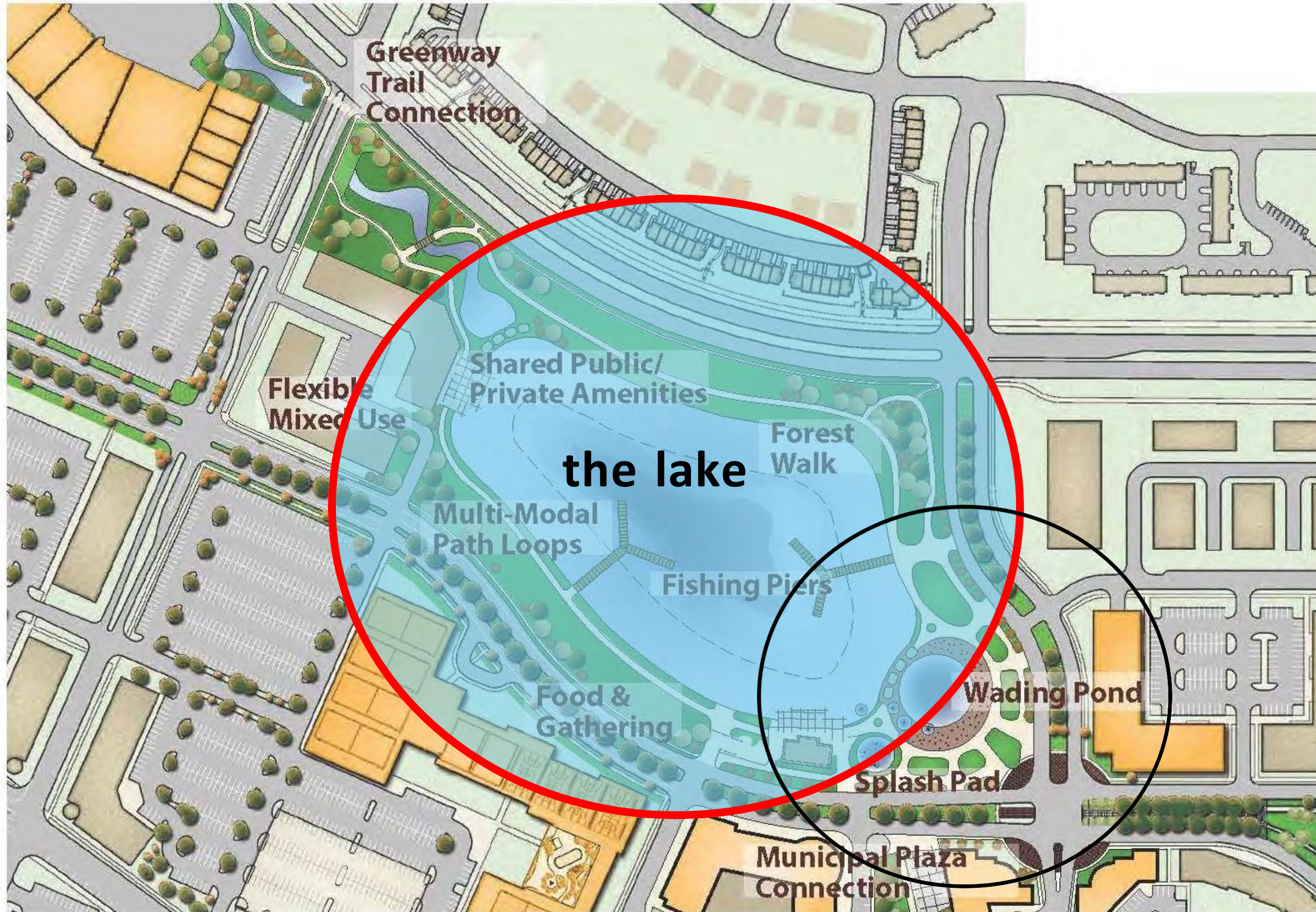


concept plan

2

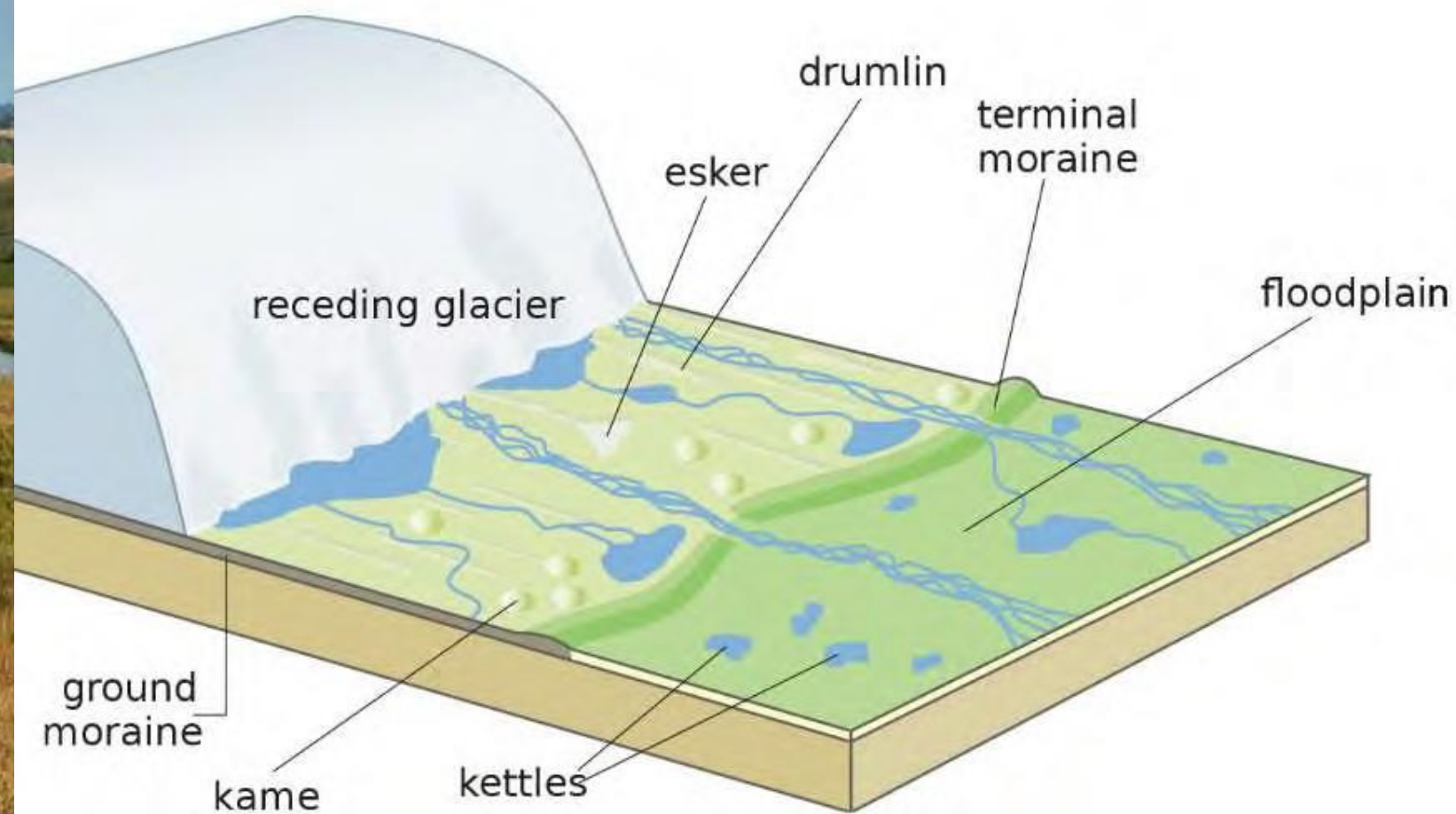
The Waterfront)

The Waterfront





The Glacier **Did It**



geologic history

kettle lake



esker



kames



erratic

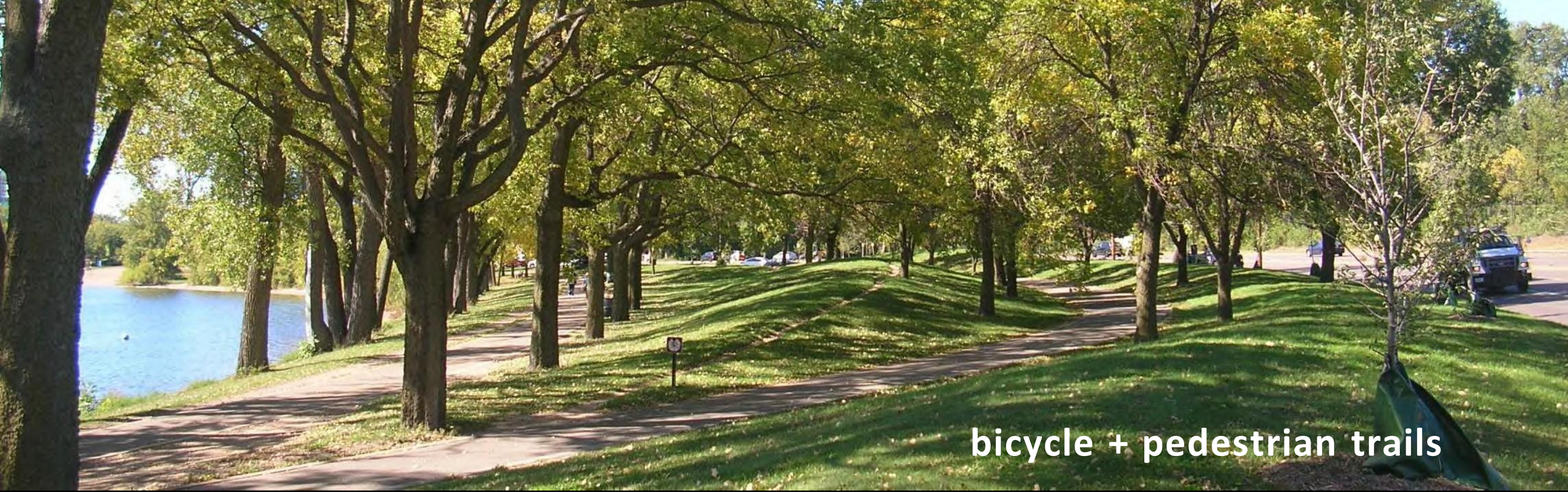


drumlin



- A** - regional trail
- B** - perimeter walkway
- C** - lakeside loop trail
- D** - immersion + discovery trails





bicycle + pedestrian trails

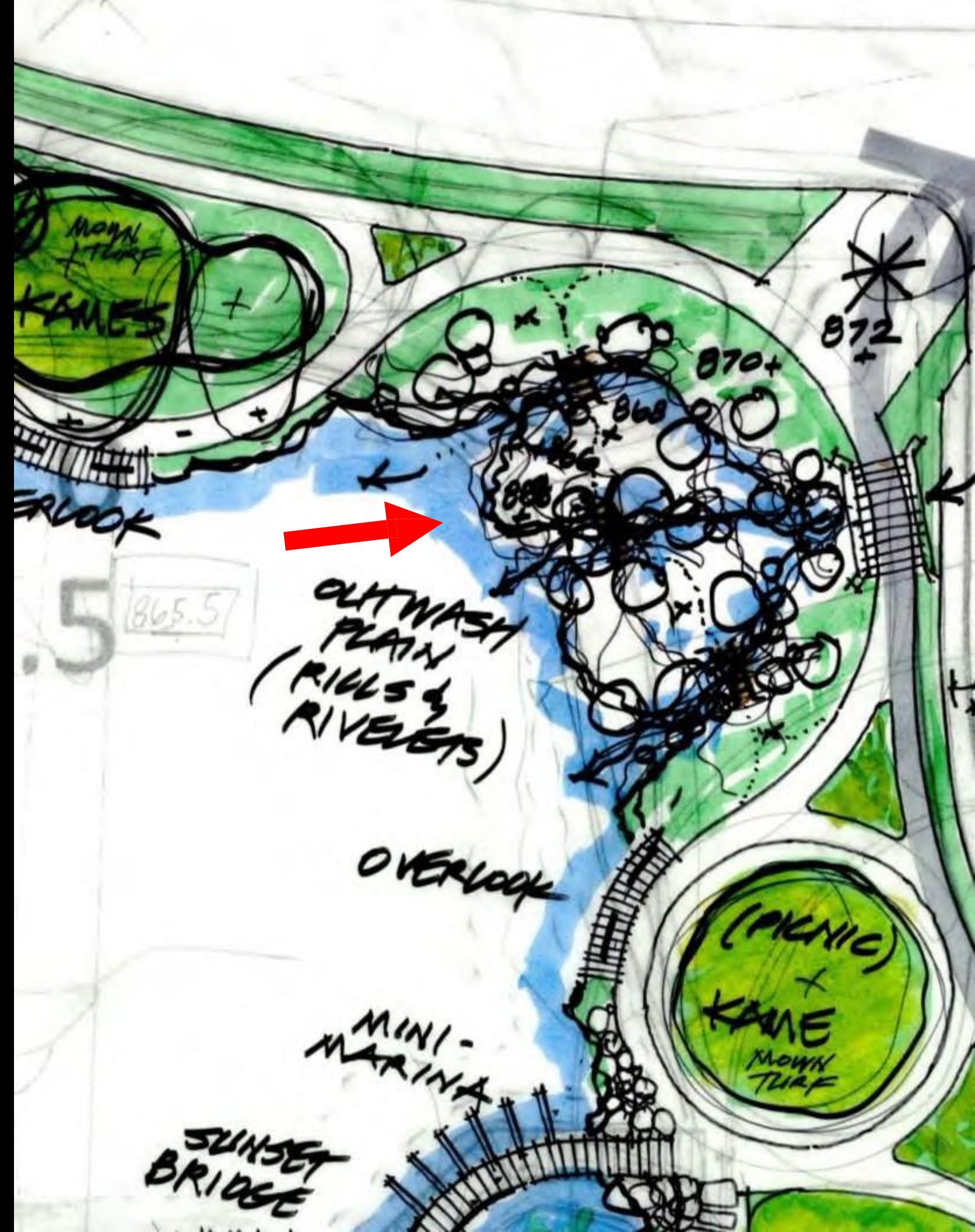




boulder hopping



outwash plain





larch bog





esker



erratic



kame



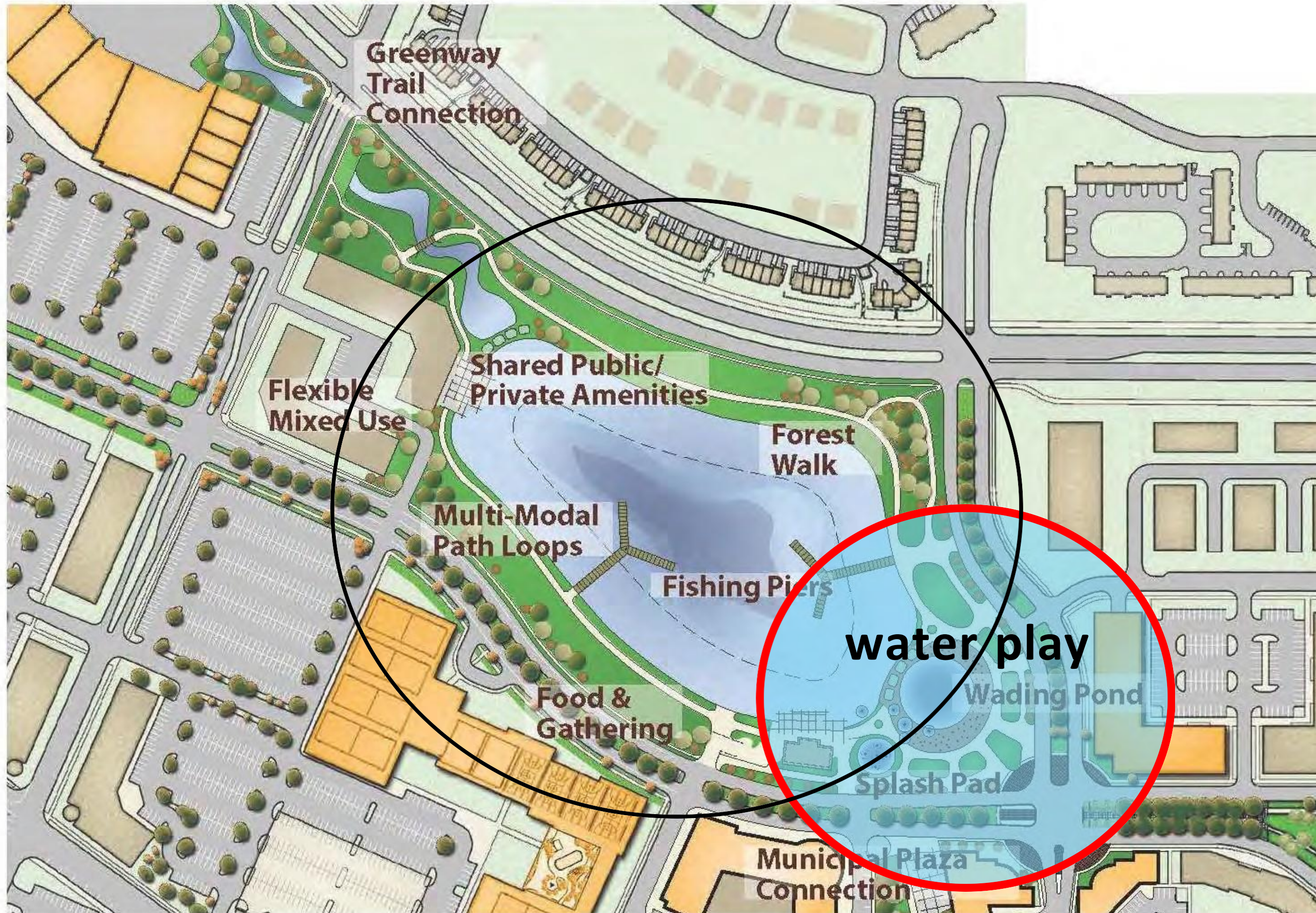


directed rainwater + snowmelt



habitat restoration

The Waterfront



A – picnic mound

B – wading pond

C – splash pad

D – pergola / cabana

E – concessions + pavilion

F – woodland edge

G – lawn

H – ‘mini-marina’

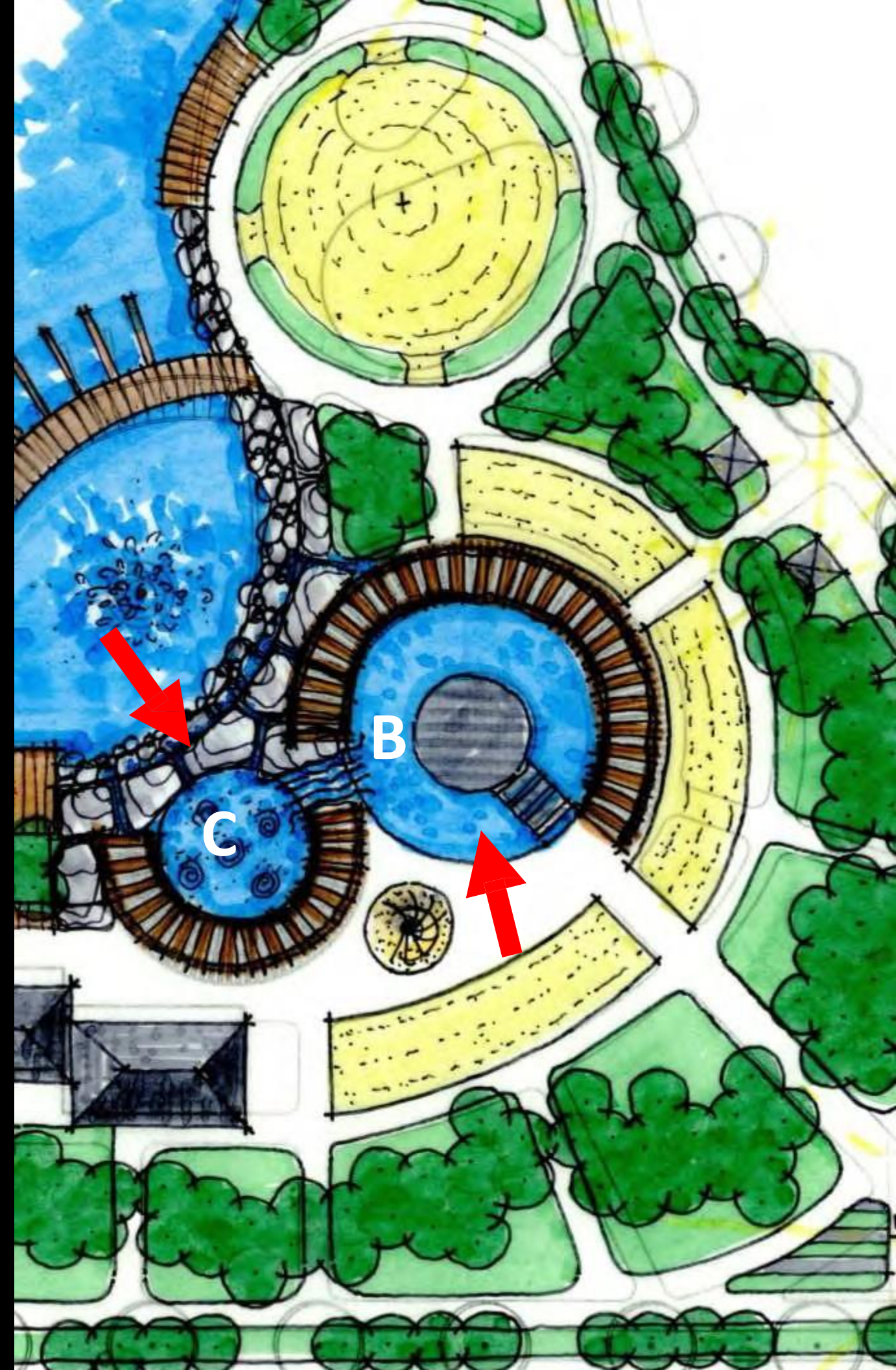




B – wading pond

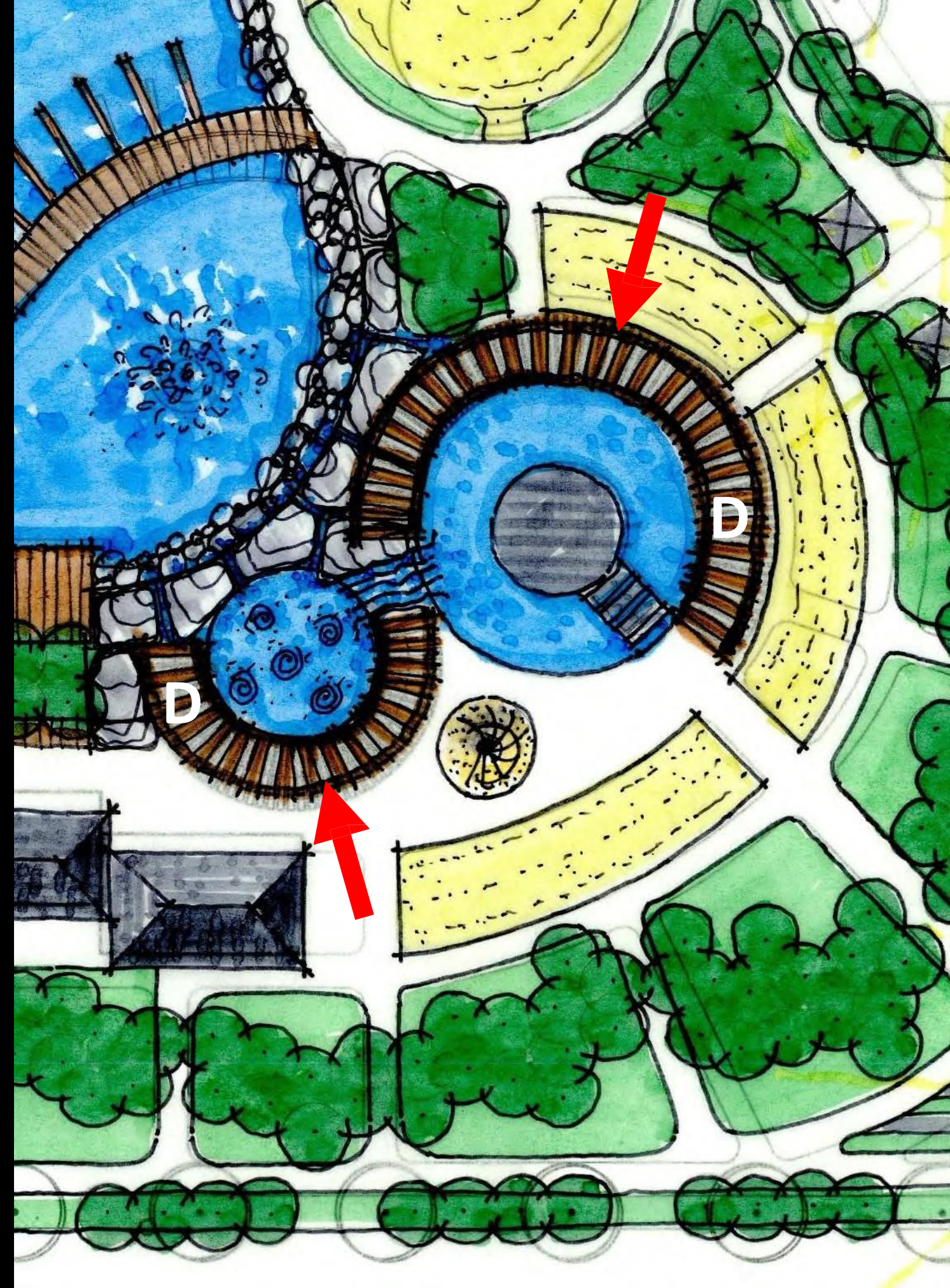


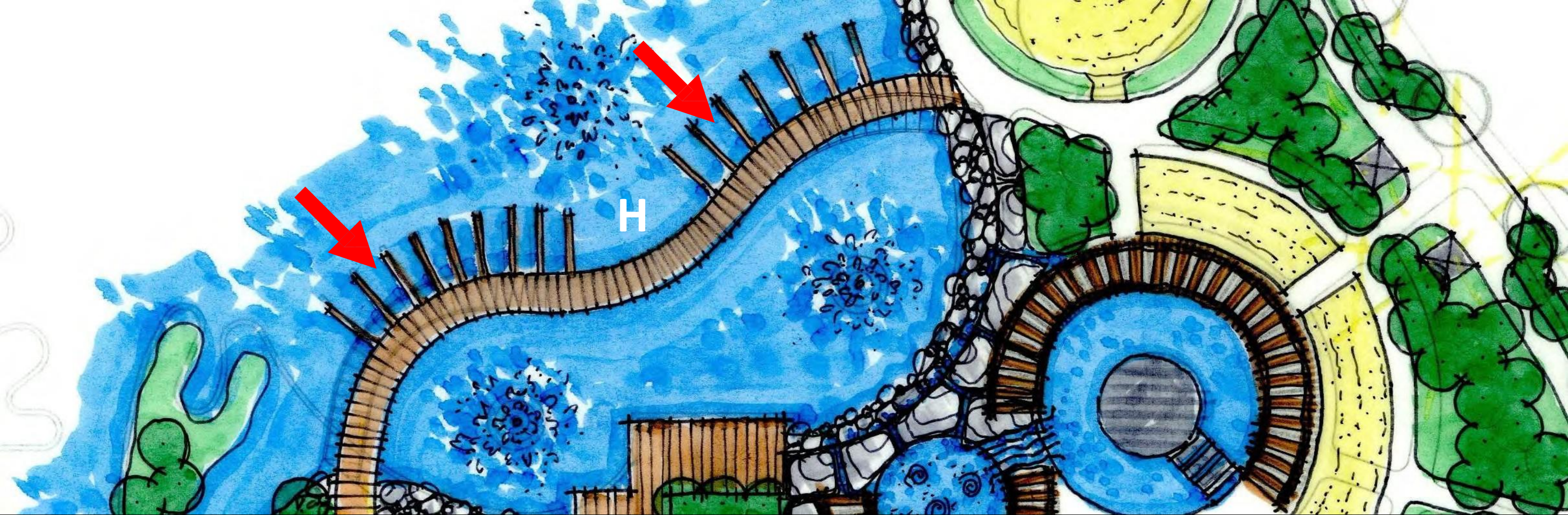
C – splash pad





D – pergola / cabana

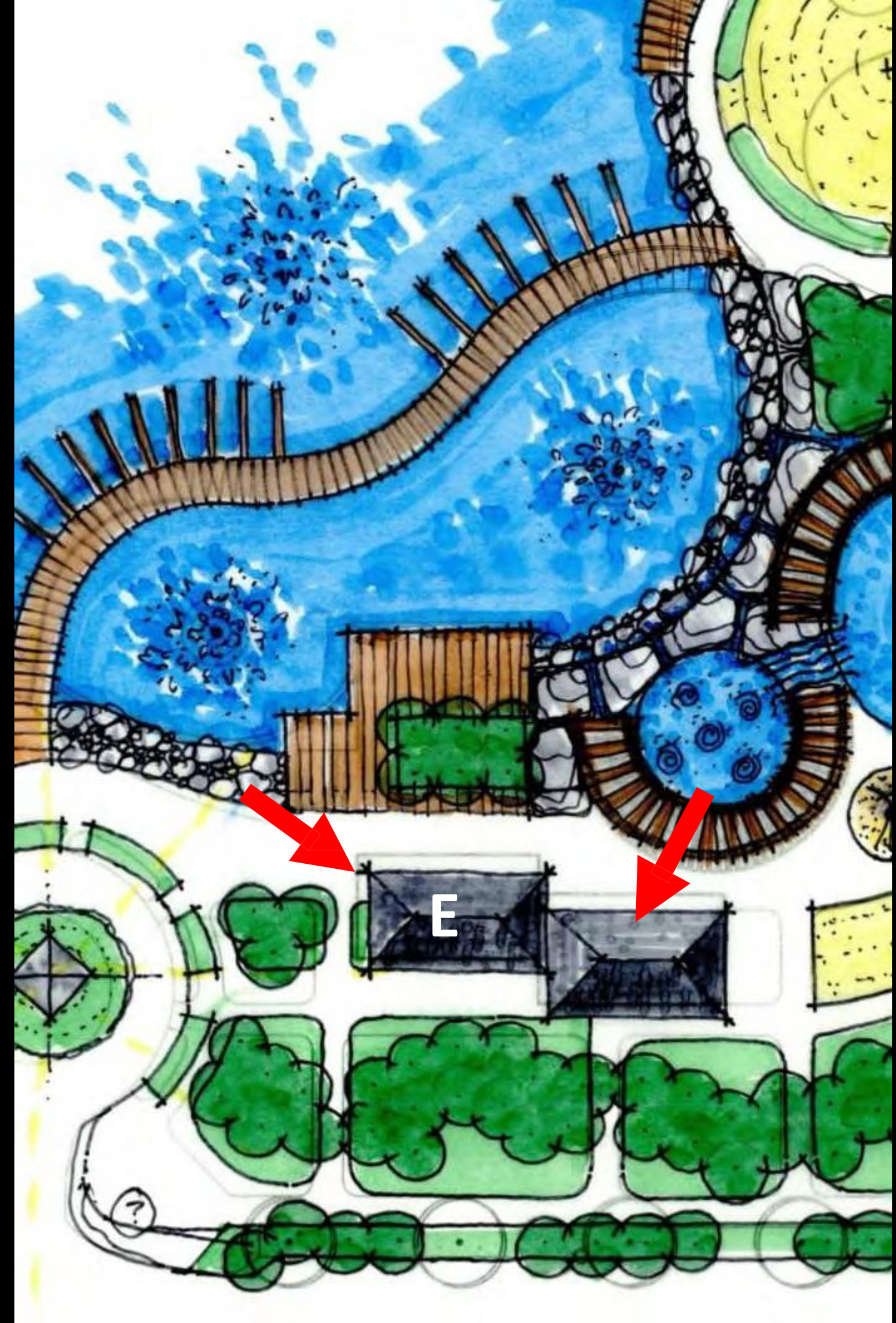


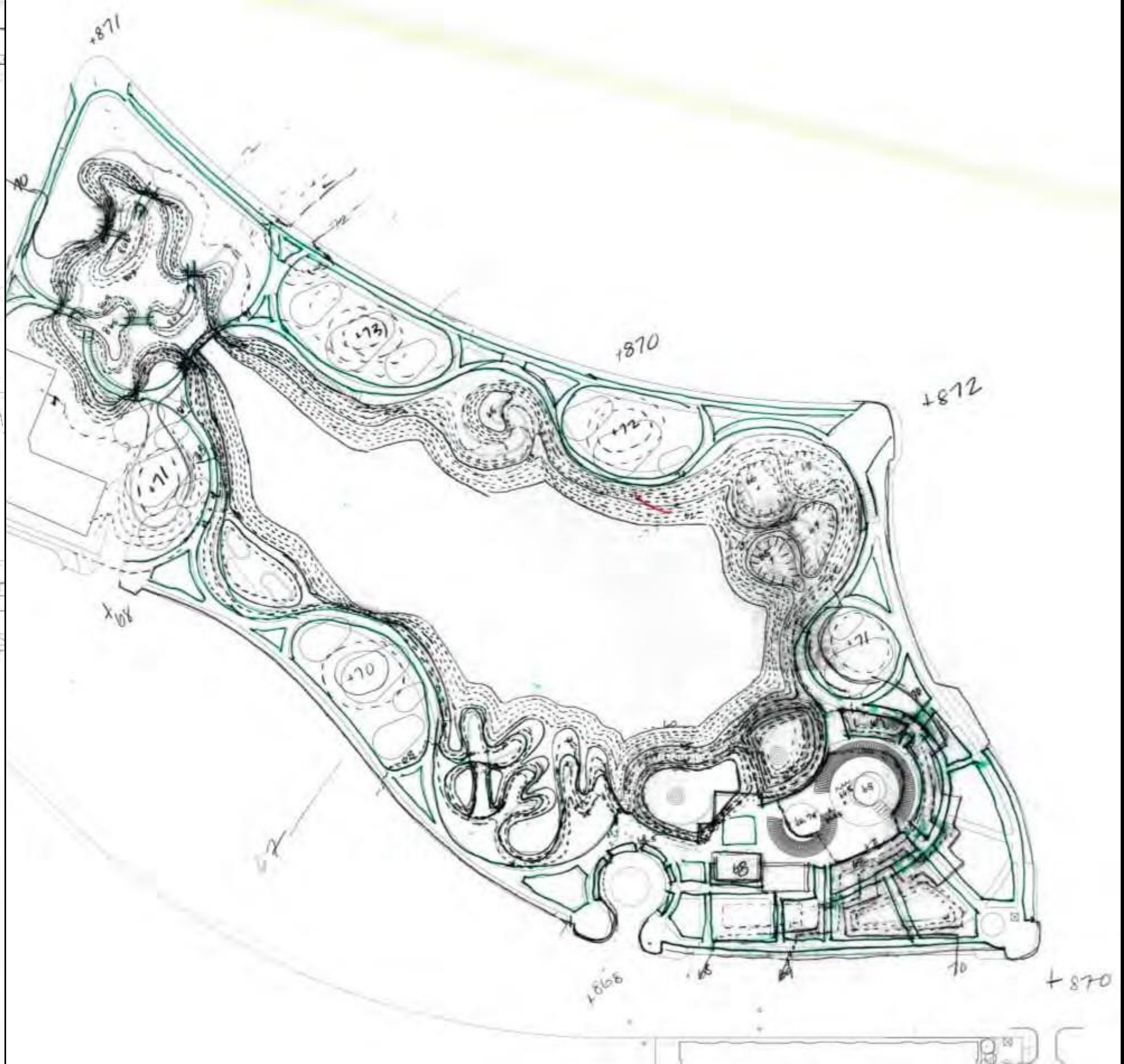


H – 'mini-marina'



E – concessions + pavilion



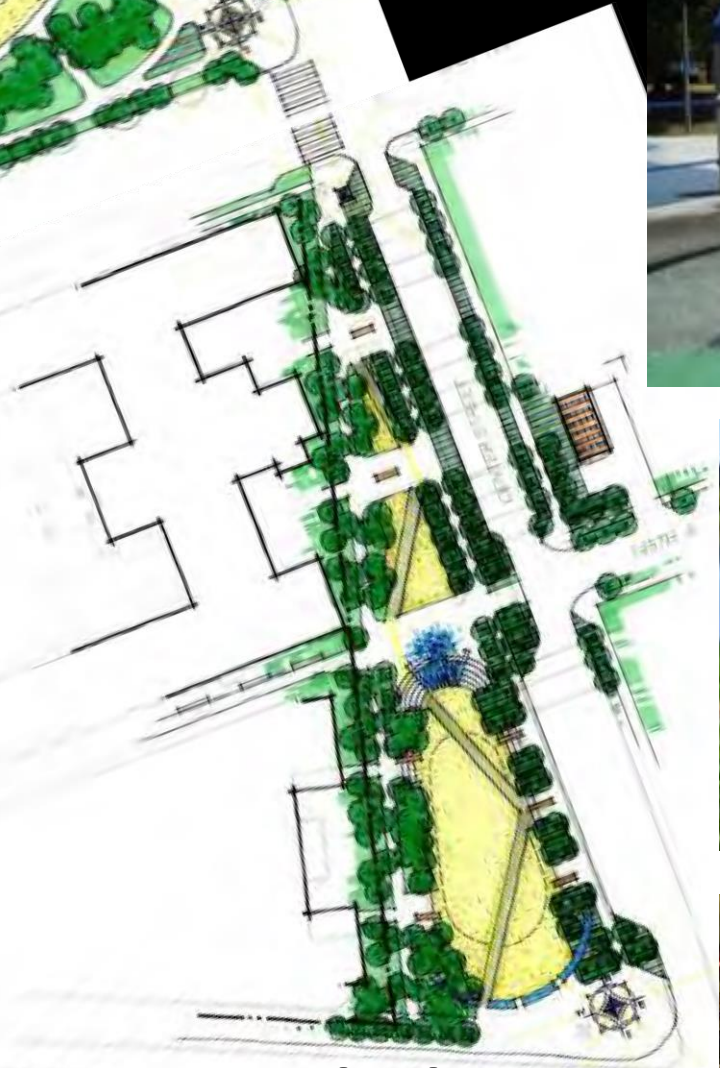


preliminary grading studies

The Waterfront

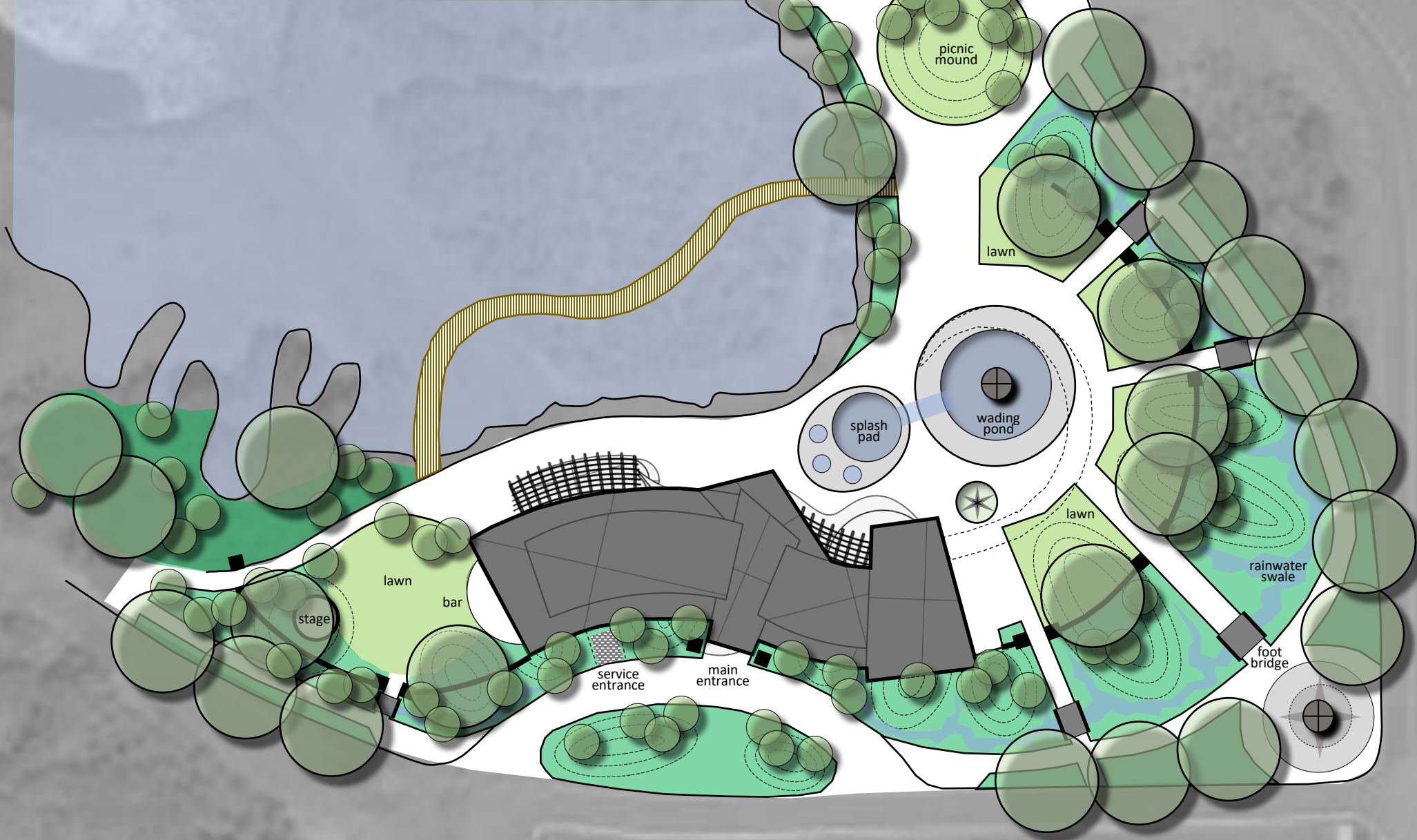


Waterplay Area



Municipal Plaza





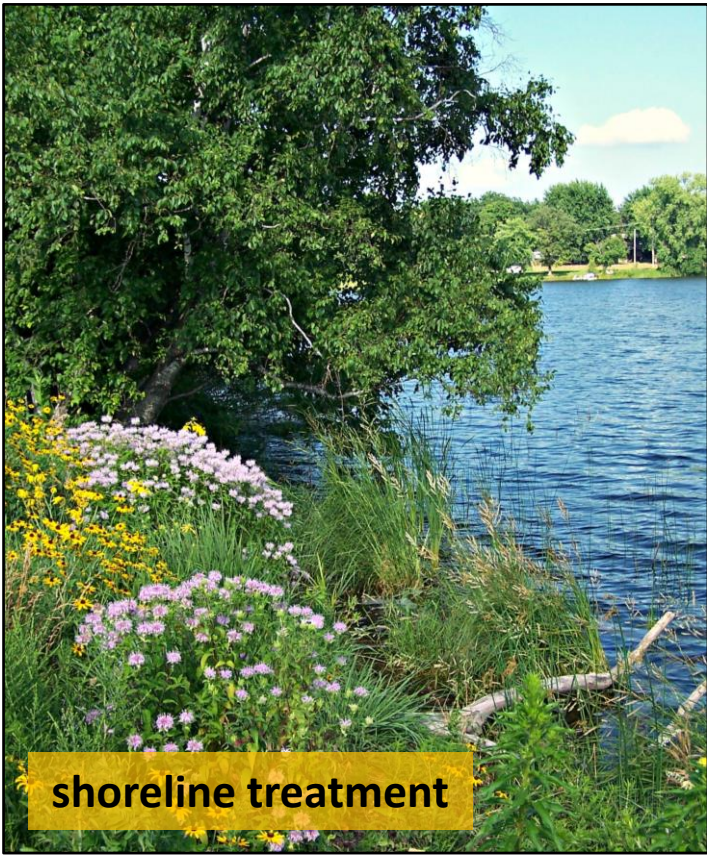


ephemeral stream

stormwater swale

grading for aesthetics

lighting effects



shoreline treatment



open savanna character



bee-friendly lawn



shoreline treatment



multi-trunk understory



short-grass prairie

boardwalk



wading pond



outdoor hearth



outdoor game area

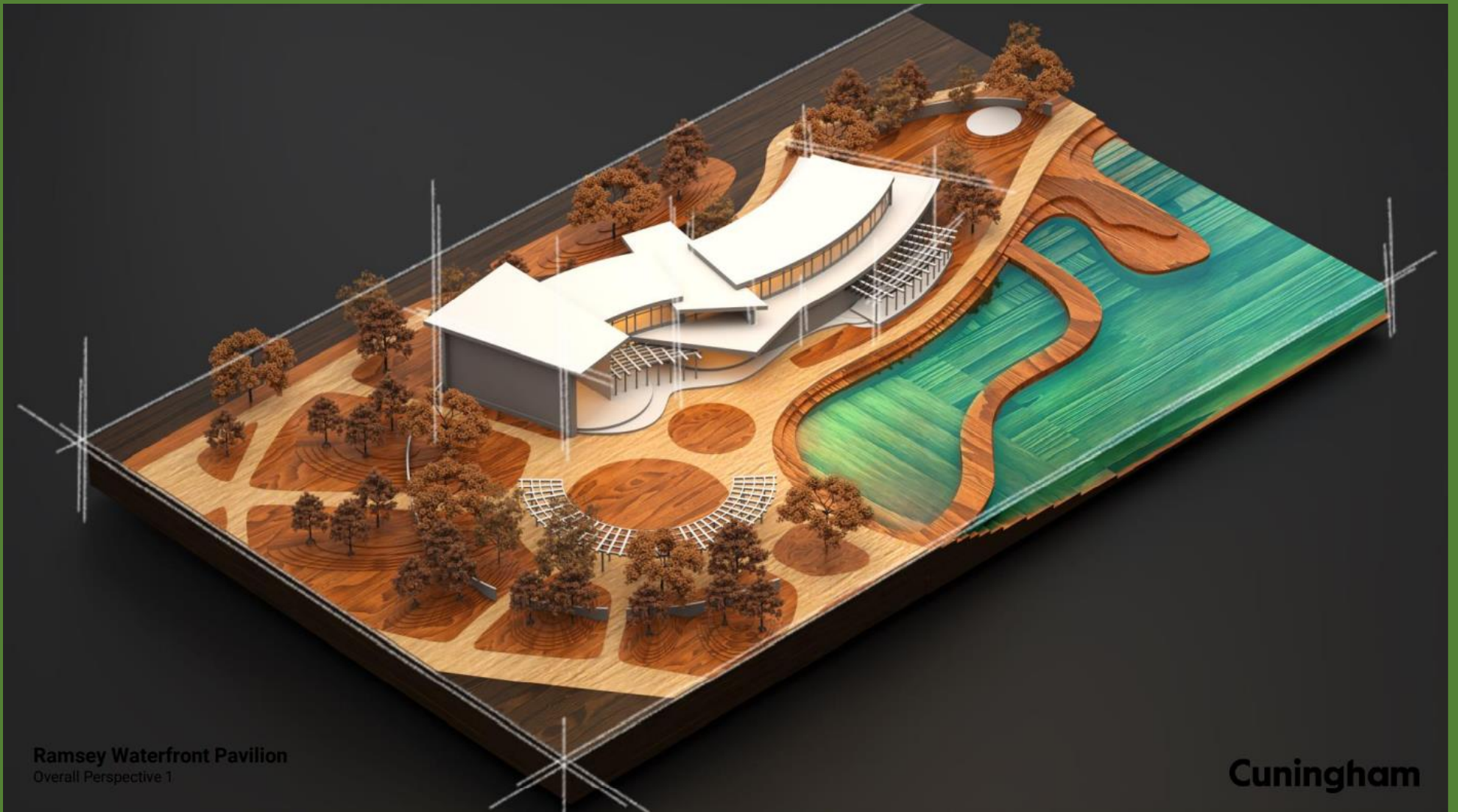


outdoor game area





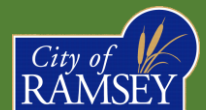




Ramsey Waterfront Pavilion
Overall Perspective 1

Cunningham

Working model for The Waterfront community building



August 5, 2022

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Subject: PROPOSAL AND AGREEMENT FOR PROVIDING PROFESSIONAL SERVICES
Ramsey Waterfront Pavilion
22-0152

Dear Mark Riverblood:

We're excited about this opportunity to help you enhance the center of Ramsey with a waterfront pavilion. Your pavilion and other recent development projects in the City, including your amphitheater, new residences, educational facilities, transportation, and city services, can further establish downtown Ramsey as a hub where the community can gather year-round. We envision a pavilion that attracts residents and visitors of all generations to dine, shop, play, and enjoy live music and other community events.

Cunningham is an excellent choice for your Project because we collaborate with you to bring the personality of your community into your space by expanding facilities to better represent the culture and spirit of Ramsey. We recognize that the City has beautiful recreational opportunities, including the Rum and Mississippi rivers, regional, City and neighborhood parks, and many trails. It would be a pleasure to create a space for you that plays off of your natural surroundings and exceeds the expectations of your residents.

Many other municipalities in Minnesota and nationwide have trusted Cunningham to design public spaces. Our recent experience on the Bde Maka Ska Refectory Rebuild closely matches the needs of your Project. The Minneapolis Park and Recreation Board selected Cunningham over 18 other firms to reimagine and rejuvenate their lakeside pavilion that was lost to a fire in 2019. The new pavilion offers dining, performance, retail, and indoor and outdoor recreation spaces. It reflects the community's needs by providing a place to showcase events that reveal the untold stories of the site's cultural history, protect natural resources and the environment with regeneratively conscious design and native plants, and give local businesses a space to gain economic opportunities. Overall, it provides a place for people to connect with nature and one another.

What is different about Cunningham is the diversity of experience we can bring to your pavilion. Our team's previous experience goes well beyond public spaces to include award-winning restaurants such as The Boathouse and Bar George at Disney Springs at Walt Disney World Resort in Orlando, Florida, as well as acclaimed hotels, including the Pendry in West Hollywood and Hotel Nia in Menlo Park, California.

It has been proven that good design adds value to a space. Our solutions go beyond the architecture as we look for ways to enhance your value. We realize that you are a government working to responsibly grow your community and provide quality services for residents, which can be challenging. We have worked with some of the most complex organizations globally and found paths to success. Our process seeks to align your residents with your vision.



Gregory T. Houck, AIA
Principal | Director of New Work

Cunningham

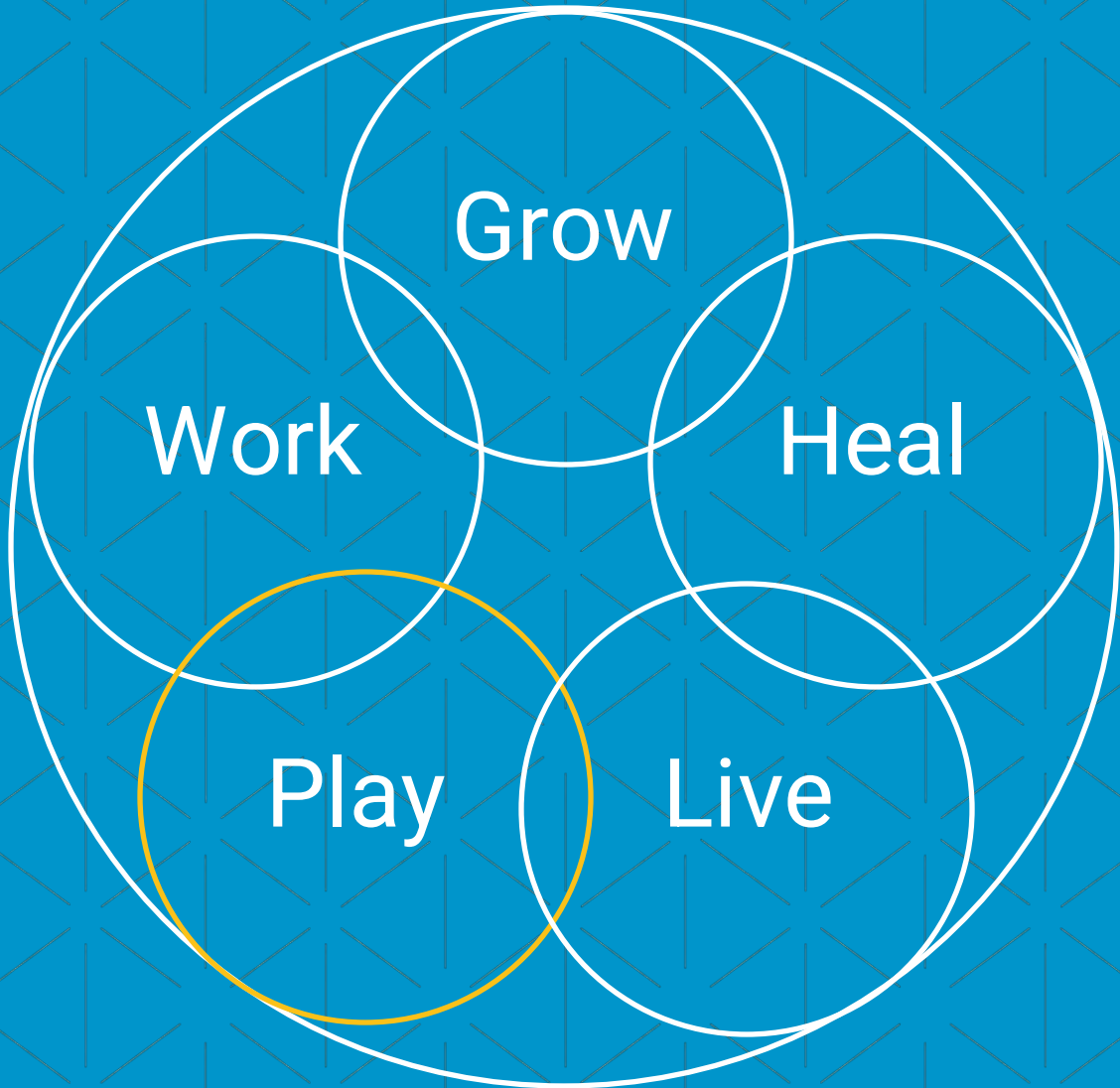
201 SE Main Street
Suite 325
Minneapolis
Minnesota 55414

Tel 612 379 3400

Cunningham



Expertise



Grow

Higher Education
K-12 Education
Non-Profit
Civic | Cultural

Heal

Acute Care
Ambulatory Care
Behavioral Health
Pediatrics
Women's Health
Cancer Centers
Medical Offices

Live

Apartments
Condominiums
Senior
Student
Affordable | Supportive
Mixed-use

Play

Resorts
Hospitality
Retail
Restaurants
Gaming
Themed Entertainment

Work

Corporate
Commercial
Institutional | Non-Profit
Mixed-use

250

Employees

7

Offices

Since

1968

Firm Rankings

No. **7** **ENR**
Engineering News-Record
Top 500 Sourcebook Entertainment
Firms, 2021

No. **34** **ARCHITECTURAL
RECORD**
Top 300 Architecture Firms, 2021

No. **11** **INTERIOR
DESIGN**
100 Rising Giants, 2021

HVI HOTEL MANAGEMENT
Top Hotel Design Firm, 2021

BUILDING DESIGN + CONSTRUCTION 2021 Giants 400 Rankings

No. **4** Top 30 Entertainment Firms

No. **4** Top 15 Casino Firms

No. **12** Top 120 Hospitality Firms

No. **14** Top 160 Architecture Firms

No. **19** Top 80 Restaurant Firms

No. **23** Top 120 Retail Firms

No. **23** Top 120 Hotel and Resort Architecture Firms

Services

Architecture
Interior Design
Urban Design
Landscape Architecture



MISSION

WHAT WE DO



Together, we create
enduring experiences for
a healthy world.

VISION

WHAT WE ASPIRE TO DO



Dream big.
Be daring.
Create change.

VALUES

WHAT WE BELIEVE



Celebrate curiosity.
Design the future.
Restore the earth.
Take care of each other.
Have fun.

Locations

Denver

601 South Broadway, Suite N
Denver, Colorado 80209
Tel: 303 861 1600

Las Vegas

3770 Howard Hughes Parkway, Suite 100
Las Vegas, Nevada 89169
Tel: 702 946 5390

Los Angeles

8665 Hayden Place
Culver City, California 90232
Tel: 310 895 2200

Minneapolis

201 SE Main Street, Suite 325
Minneapolis, Minnesota 55414
Tel: 612 379 3400

Phoenix

5001 East Washington Street
Phoenix, Arizona 85034
Tel: 602 744 3660

San Diego

1030 G Street
San Diego, California 92101
Tel: 619 849 1080

Doha

Mashreq Bank Building, Office 3, Grand
Hamad Street
P.O. Box 30281
Doha, Qatar
Tel: 974 4444 3440



Cheers!

What makes Cunningham unique is our depth of experience in bringing imaginative design to a real-world application within the expanse of the markets we serve. Our 30-year history working with entertainment giants, including Walt Disney Imagineering and Universal Studios, has proven that we can create enduring human experiences by engaging our audiences with stories. Our portfolio encompasses a range of large and small restaurant and bar projects, from renovations and expansions to new construction.

Cunningham has designed numerous culinary and entertainment destinations that are unique, immersive, and successful. We have designed boutique dining environments and created branded experiences requiring established brand standards. Our comprehensive approach to food and beverage environments considers the critical components of kitchen and bar functionality, back of house needs, and dining area aesthetics while balancing the desire for sustainable solutions and budget consciousness.

What can we create together?





Pendry West Hollywood Hotel and Residences | West Hollywood, California

Cunningham was the executive architect for this iconic 300,000-square-foot mixed-use development on the famed Sunset Strip. The property includes a restaurant with mixed seating in exotic patterns and prints. Statement chandeliers complement marble and brass tables below—reinforcing a glamorous LA vibe—while luscious planting keeps the look fresh and exciting.



O'Shaughnessy Distillery | Minneapolis, Minnesota

O'Shaughnessy Distillery integrates traditional Irish design features into an up-scale artisanal craft "grain-to-glass" distillery. The existing interior and exterior brick was revived to its original condition. Warm wood paneling with metal accent bands are interrupted by large expanses of glass that emulates the stained-glass proportions of the existing building, giving warmth and views to the energy within the building.



Nine Twenty Five Restaurant at Hotel Landing | Wayzata Bay, Minnesota

A two-story, 5,500-square-foot "theater in the round" style restaurant for approximately 200 guests that features a dramatic mezzanine overlooking the large central bar. With an indoor dining hall, fireplace room, and an outdoor balcony, the restaurant provides guests with an array of dining options. Warm wood tones, factory styled windows, rustic white bricks, and pops of gold comprise the design aesthetic.



ALL NET Resort and Arena | Las Vegas, Nevada

Located on a 27-acre site at the north end of the Las Vegas Strip, ALL NET Resort and Arena will encompass approximately 8.2 million square feet. The future-forward design includes a 400,000 square-foot food and retail plaza with world-class shopping experiences featuring iconic and internationally recognized brands as well as the only full-service supermarket on the Las Vegas Strip.



Nolo's Kitchen & Bar | Minneapolis, Minnesota

Located in a historic building in Minneapolis' North Loop neighborhood, this two-level dining and drinking establishment is fast becoming a local favorite. Nolo's design takes its cues from the industrial feel of the existing space while remaining open and bright with exposed brick and accents of marble, leather and gold. A feature bar, open kitchen and lounge seating provide a casual backdrop.



Walt Disney Imagineering Experience | Multiple Locations, Worldwide

Over the past 25 years, Cunningham has provided architectural design services to Walt Disney Imagineering. While much of the work we do is confidential, it includes design services for major attractions, themed retail and restaurants, cast support, guest services, and back of house facilities. Cunningham provided Architectural Design Services for the above projects.



Morimoto at MGM Grand | Las Vegas, Nevada

Cunningham transformed an existing restaurant space into celebrity chef Masaharu Morimoto's restaurant, including a new bar and lounge featuring Morimoto's signature sake, a gourmet sushi bar, and teppanyaki grill tables – a first for a Morimoto establishment. The space was adapted with a modern Japanese grace, as evidenced by the refined finishes and elegant lighting.



Dream Dance Steakhouse at Potawatomi Hotel & Casino | Milwaukee, Wisconsin

Designed to be a modern take on the traditional steak house, strong angular ceiling elements and deep wood finishes contribute to the warm, elegant and urban dining experience. A wine portal enhances the restaurant's west entrance and the finished restaurant represents a comprehensive approach to renovation, informed by both culture and upscale dining.



Galleria Shopping Center | Edina, Minnesota

An integral collaborator with the Galleria Shopping Center's management team, Cunningham is involved with everything from tenant coordination to building expansions, lease negotiations, and ongoing maintenance. The design of the Galleria Shopping Center draws upon its unique and sophisticated character. Cunningham worked with tenants to stay operational during construction.



Number 12 Cider | Minneapolis, Minnesota

Number 12 Cider's new taproom mirrors the cozy, rustic barns for which Minnesota's countryside is known. Soft woods are accented with vibrant colors throughout. A wooden door and a chandelier with apple features further evoke the bucolic lifestyle. Additionally, a retractable garage door provides a connection to the outdoors, inviting the space's urban setting to mix with its agrarian-inspired interior.



Wedge Community Co-op | Minneapolis, Minnesota

Wedge Community Co-op is a grocery store, café, catering company, wholesale distributor and sustainable food leader that has been a fixture in Minneapolis since 1974. A neutral color palette and oversized punctuating graphics help refresh the atmosphere for community members.



Jake & Eli Restaurant at The Westin Hotel and Spa | Las Vegas, Nevada

This upscale lobby bar, lounge, and steakhouse was part of a phased renovation and expansion. Project ownership challenged designers to turn a large two-story area into an intimate dining experience. Designers were able to downplay the size of the space by creating intimate, sub-dividable elements that address varying levels of use so the restaurant always feels full and vibrant.



H.O.B.O. | Edina, Minnesota

Cunningham renovated this locally-owned store to better reflect its contemporary merchandise. This project was part of a larger expansion of the upscale Galleria shopping center.



Tavern 23 | Edina, Minnesota

Straying from the traditional dark and old-fashioned steakhouse atmosphere, Tavern 23 is bright and airy with an open kitchen and large U-shaped bar. The main dining room accommodates 156 diners with seating for 46 in the bar, while 18 can be seated for private dining in a special room. A patio expansion makes space for approximately 86 guests to enjoy views of the Centennial Lakes.



Art of Optiks | Edina, Minnesota

The new 2,500-square-foot Art of Optiks merges personalized patient care with high-end retail in a contemporary environment that is open and inviting. The design balances square footage between exam rooms, offices and retail space, and evokes a hand-crafted feel by mixing cold rolled steel with warm walnut features.



The Grille House at Grand Casino Hinckley | Hinckley, Minnesota

Part of a significant property enhancement at Grand Casino Hinckley, which was originally designed by Cuningham 25 years prior, this renovation was phased to allow the resort to remain operational during design and construction.



Wine Bar George at Disney Springs® | Walt Disney World® Resort, Lake Buena Vista, Florida

Cunningham collaborated with Master Sommelier, George Milioles to bring Wine Bar George to Disney Springs®. Together with George, Cunningham created a storied building where he can share his knowledge and introduce guests to wines from around the world.



The BOATHOUSE® | Disney Springs® – Walt Disney World® Resort, Lake Buena Vista, Florida

For the fourth time, Cunningham helped bring a one-of-a-kind dining and interactive entertainment experience to Walt Disney World Resort®. The Boathouse® opened as part of the rebranding of Downtown Disney into Disney Springs® and is themed around the history, elegance, and joy of leisure boating.

Contact

Gregory T. Houck AIA, NCARB

Principal | Director of New Work

ghouck@cunningham.com

612 379 5513



Craig St. Clair AIA, NCARB, LEED AP

Associate Principal

cstclair@cunningham.com

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Denver

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Bolton-Menk.com

September 26, 2022

Mr. Bruce Westby, P.E.
City Engineer/Interim Public Works Director
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: City of Ramsey - The COR – Public Infrastructure Analysis

Dear Mr. Westby:

In response to our recent meeting related to The COR, we have prepared a scope of services and fee estimate for analysis associated with public infrastructure for the following improvements:

- Ramsey Parkway from Willemite Street to Sunwood Drive (Roundabout),
- Zeolite Street from Sunwood Drive to Bunker Lake Boulevard,
- Yolite Street from Sunwood Drive to Ramsey Parkway,
- Center Street Realignment,
- Veterans Drive between Rhinestone Street and Ramsey Boulevard,
- The Waterfront Pond and Park Area,
- Filling of stormwater ponds in the southeast quadrant of the Bunker Lake Boulevard and Armstrong Boulevard intersection, and
- Filling of a wetland in the southeast quadrant of the Bunker Lake Boulevard and Armstrong Boulevard intersection.

We will draw from the initial concepts and strategies that were detailed in the Center Street report and The COR report. Our proposal is based upon carrying these concepts and principals forward into the new analysis, with an updated project cost estimate for the work. Each street segment analyzed will include public utilities (sanitary sewer and water main), along with storm sewer, trails and sidewalks.

The material generated from the regional storm water retention pond can be used as fill for the remaining undeveloped portion of The COR. We will analyze the amounts of fill required for each lot and will make estimates for how much material will be generated from excavation of the Waterfront.

See attached figure for the general area of the analysis.

CONSTRUCTION COST ESTIMATES

Previous analyses presented project costs associated with the street and public utility related improvements. Those amounts were based on 2018 construction costs, and included a 30 percent allowance for contingencies and project development. No costs were included in The COR report for the Waterfront. Based on conversations with the City, the work will most likely consist of the following:

- Clear and grub the area of The COR bounded by Sunwood Drive, Bunker Lake Boulevard, Armstrong Boulevard and Center Street,
- Strip off topsoil for the above area and stockpile the material,
- Dewater the area to allow for deep excavations to occur,
- Excavate the pond, placing the material in locations identified within The COR,
- Place a 2 ft thick clay liner in the pond from the bottom up to the normal water level,
- Fine grade the area of the regional stormwater retention pond, and
- Revegetate all areas disturbed by construction.

We will provide construction cost estimates associated with the improvements.

SCOPE OF SERVICES

Our anticipated scope of services will be as follows:

- Complete a drone flight of the area to provide a current aerial image of the area. The drone flight will provide a level of accuracy of 0.1 ft horizontal and 0.3 ft vertical. This will allow for accurate estimations of excavations and fill volumes required to construct the Waterfront and move the material to adjacent lots within The COR area.
- Update the stormwater model to analyze elevations within the Waterfront and impacts associated with filling existing stormwater ponds across The COR.
- Analyze the potential for filling the wetland that was created in the southeast quadrant of Bunker Lake Boulevard and Armstrong Boulevard. This will be completed under a separate contract and the results will be discussed in the updated report.
- Analyze previous report assumptions and update proposed horizontal and vertical elevations associated with the roadways and public utilities within The COR area. Develop current construction cost estimates based on the analysis.
- Prepare a report detailing the findings of our analyses. This will likely be in the form of an update to previously prepared reports.

No geotechnical analysis will be performed for the project, although previous soil borings completed for the area will be reviewed.

SUMMARY OF FEES

We have prepared preliminary fee estimates based on our understanding of the work to be performed. We estimate fees will be as presented below:

| <u>Task</u> | <u>Fees</u> |
|--|--------------------|
| Drone Flight | \$ 2,880.00 |
| Stormwater Analysis | \$ 7,200.00 |
| Roadway and Public Utility Analysis | \$ 9,680.00 |
| <u>Report preparation, Including Figures</u> | <u>\$ 4,420.00</u> |
| Not-To-Exceed Fees | \$24,180.00 |

The fees in the above table represent not-to-exceed costs based on the scope present above.

Mr. Bruce Westby, P.E.
September 26, 2022
Page 3 of 3

If there are any questions or concerns, please call me at (651) 968-7760.

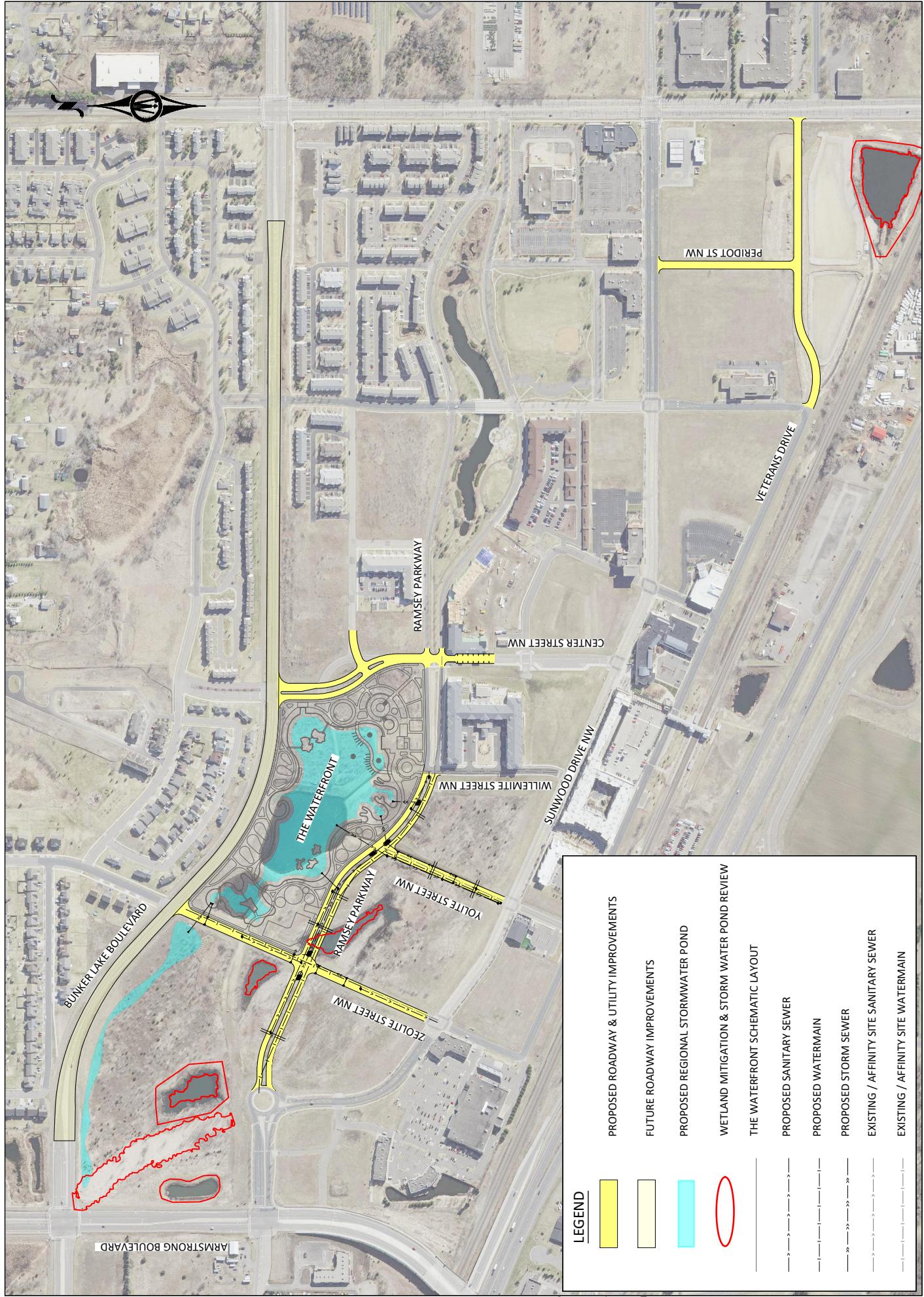
Sincerely,

Bolton & Menk, Inc.

A handwritten signature in blue ink that reads "Kevin P. Kielb". The signature is written in a cursive style with a long horizontal stroke at the end.

Kevin P. Kielb, P.E.
Project Manager

Attachment: Area of Analysis



LEGEND

- PROPOSED ROADWAY & UTILITY IMPROVEMENTS
- FUTURE ROADWAY IMPROVEMENTS
- PROPOSED REGIONAL STORMWATER POND
- WETLAND MITIGATION & STORM WATER POND REVIEW
- THE WATERFRONT SCHEMATIC LAYOUT
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- PROPOSED STORM SEWER
- EXISTING / AFFINITY SITE SANITARY SEWER
- EXISTING / AFFINITY SITE WATERMAIN



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September 22, 2022

Mr. Sean Sullivan, EDFP
Economic Development Manager
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

RE: City of Ramsey - The COR – Wetland Analysis

Dear Mr. Sullivan:

Bolton & Menk, Inc. has prepared this proposal for natural resources related services for The COR area in Ramsey. We propose to investigate available background information needed prior to visiting the site. This includes compiling information as follows:

1. Available Aerial Photographs,
2. Anoka County LiDAR Maps,
3. National Wetlands Inventory Maps,
4. Anoka County Soil Survey Maps, and
5. MnDNR Public Waters Maps.

We are proposing to complete the following tasks as a portion of the project:

Task 1 – Level II Aquatic Resource Delineation: We will visit the study area to delineate the wetland boundaries within the COR area. The delineation will include performing transects and sampling in the vicinity of any aquatic resources, placing 3-foot pin flags at the limits of any aquatic resources found. Our delineator will use a sub-meter GPS unit to accurately locate and map each point and prepare a written report of our findings. This report will be submitted to the appropriate agencies for approval.

Task 2 – Historical Analysis: Bolton & Menk staff will review each delineated aquatic resource to determine their historical status. This will include reviewing historical imagery and mitigation plans. If the wetlands are found to be constructed within upland areas, then they will be considered incidental under the WCA and non-jurisdictional under section 401 of the Clean Water Act.

Task 3 – Meetings and Additional Requests: Reviewing agencies generally request additional information and/or an on-site meeting during the review process. Our attendance is typically requested at these meetings to discuss the acceptance of the delineated boundaries or to provide the agencies with additional information.

SUMMARY OF FEES

We have prepared preliminary fee estimates based on our understanding of the work to be performed. We estimate fees will be as presented below:

| <u>Task</u> | <u>Fees</u> |
|--|--------------------|
| Task 1 – Level II Aquatic Resource Delineation | \$ 4,900.00 |
| Task 2 – Historical Analysis | \$ 1,800.00 |
| <u>Task 3 - Additional Requests & Meetings</u> | <u>\$ 1,100.00</u> |
| Not-To-Exceed Fees | \$ 7,800.00 |

The fees in the above table represent not-to-exceed costs based on the scope present above.

If there are any questions or concerns, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.



Kevin P. Kielb, P.E.
Principal Engineer

Meeting Date: 12/13/2022

Information

Title:

2023 Legislative Priorities

Purpose/Background:

The purpose of this case is to review 2022 Legislative Outcomes and 2023 Legislative Priorities for the City of Ramsey. This case is to review the existing document and to provide feedback on 2022 legislative action and to discuss any desired additions/deletions to the City's 2023 legislative platform. The City's state representatives will be invited to a meeting in January to review our priorities.

2022 Outcomes:

Minimal success was seen on our 2022 priority items. We did see success with various bills introduced, however, statewide several cities witnessed similar results as us.

Options for 2023 legislation include

- Identifying the same priorities as we did in 2022.
 - The City may want to consider the State Funding amount requested for the Water Treatment Plant given the increase to the estimated project cost.
- Support leaving the Fiscal Disparity allocation alone. Ramsey has been receiving a positive allocation under the current formula.
- Northstar Commuter Rail.
- TIF 14 Extension. Currently, expenses are allowed until November 2023. Legislation in 2021 did grant an extension, but it was not as long as requested.
- Recognize recently approved Resolution #22-274 which supports the Anoka County Joint Law Enforcement Council's renewal of legislation for future public safety projects.
- Efficiency of State divisions. For example, cities heavily rely on state agencies to review project plans related to commercial plumbing plans. The turnaround time on these reviews have increased in recent years causing delays in project timelines.
- Other Matters of Interest

Timeframe:

Funding Source:

Responsible Party(ies):

Outcome:

No action requested at this time. The purpose of this case is to provide an update and receive feedback on other priorities for consideration in 2023. A work session case will be brought forward in January to consider a 2023 legislative platform and to review it with our state representatives.

Attachments

2022 Legislative Priorities

Form Review

Inbox

Reviewed By

Date

Brian Hagen

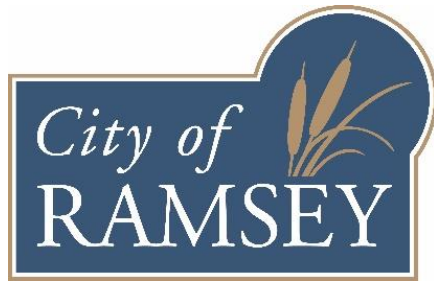
Brian Hagen

12/08/2022 02:55 PM

Form Started By: Brian Hagen

Started On: 12/05/2022 12:19 PM

Final Approval Date: 12/08/2022



2022 City of Ramsey Legislative Priorities

Local Priority: Sales Tax Exemption for Water Treatment Plant

The purchase of materials for the proposed \$32-36.5 million Water Treatment Plant are not exempt from the state sales tax without this legislation. The bill would exempt purchases made for this project.

- A bill was introduced in 2021 and no action was taken.
- The City work with legislators to reintroduce a bill in 2022.

Local Priority: State Funding for Water Treatment Plant

The City is requesting state funding to construct a water treatment plant being constructed to address a public health need in the city of Ramsey. The discovery of manganese by the Minnesota Department of Health in 2019 led the City to conduct a feasibility study for a water treatment plant to address the public health issue. The recommended action is to construct a \$32-36.5 million Water Treatment Plant to serve Ramsey Water customers. Construction is proposed to commence in the fall of 2021.

- A bill was introduced and no action was taken.
- The City work with legislators to reintroduce a bill in 2022.

Local Priority: Funding for continued study of Ramsey/Dayton Mississippi River bridge project

- The feasibility study for a new Mississippi River bridge was completed in 2021 with funds allocated by the 2020 legislature. Staff will work with local legislators to secure the funding for the next step in pursuit of this project.

Local Priority: Metro Mobility Service Area

- Introduce legislation that will add Ramsey to the service area for Metro Mobility.
- Over the years some residents have expressed an interest in getting door-to-door Metro Mobility Service in Ramsey.
- City residents annually pays \$352,000 to the Metro Transit Taxing District that the City was required to enter when the NorthStar Station was completed.
- Inclusion in the Metro Mobility service area requires a state statute and was last extended to the City of Lakeville in 2019. The cost of the service is covered by the state.

Local Priority: Closed landfill legislation to allow economic development

- Staff will work with the PCA and local legislators to determine what, if any, legislation will allow closed landfill property to be put back on the tax role for private development opportunities.

State-wide Policy Priority:

- **Exemption of residential gardens from water emergency restrictions**

Staff will work with legislators to research possible legislation to ensure that, in the event the governor declares by executive order a critical water deficiency, pursuant to Minnesota Statutes section 103G.291 implementing mandatory emergency water conservation measures and mandatory restrictions upon nonessential water use is enforced and outdoor irrigation is prohibited, that gardens created by Minnesota residents for the cultivation of vegetables, fruits, herbs and flowers for food and medicinal purposes will not be subject to water restrictions, nor shall they be limited to reclaimed water.

State-wide Policy Priority:

- **Statewide licensure of massage therapy**

Support legislation that seeks to adopt a state license requirement for massage therapists. Lack of a statewide license for massage therapists has hampered law enforcement's ability to regulate illegal activities across municipal boundaries related to this profession.

State-wide Policy Priority:

- **Amend remote open meeting law requirement (MS13D.02) that requires notification of a remote place accessible to the public**

Support legislation that will simplify the remote meeting process for local elected bodies, such as, the requirement that all remote locations be advertised and accessible to the public.

State-wide Policy Priority:

- **Lift hospital moratorium**

Support legislation that seeks to increase the availability of hospital beds and allow a free-market for hospital construction.

State-wide Policy Priority:

Local Government Aid (LGA)

Local Government Aid for Ramsey has fluctuated (see chart below) from a high of \$396,382 in 2001, to the current level of \$0 in 2017 and beyond. The basic formula was changed in 2014 and some level of LGA was restored for the next three years

(approximately \$100,000 per year), however the same formula has now resulted in the elimination of all LGA for Ramsey and similar developing suburbs.

FY 2000 - \$359,771
FY 2001 - \$396,382
FY 2002 - \$303,894
FY 2003 through 2013 - \$0
FY 2014 - \$91,381
FY 2015 - \$110,352
FY 2016 - \$111,311
FY 2017 - \$0
FY 2018 - \$0
FY 2019 - \$0
FY 2020 - \$0
FY 2021 - \$0

Background:

Support legislation that revises the LGA formula and recognizes the needs of developing suburbs, restoring LGA to developing suburbs for long-term capital needs.

- No changes were made to the LGA funding formula in 2021.
- The City should consider working with legislators to determine if there is an opportunity to revise the LGA formula in 2022 to provide greater resources to developing suburbs. The state is currently projecting a record budget surplus which could provide a point of discussion.
- A couple of LGA bills were introduced in 2021 that may have impacted Ramsey, but failed to become law:
 - LGA adjusted for unpaid local assistance costs HF 1052/SF 749 (Rep. Jim Nash, R-Waconia, and Sen. Bill Weber, R-Luverne) would have allowed cities that have not been reimbursed by another city for local assistance costs to submit an application for reimbursement through a reduction in the LGA of the recipient city.
 - LGA minimum distribution HF 1096/SF 1238 (Rep. Jerry Hertaus, R-Greenfield, and Sen. David Osmeck, R-Mound) would have provided for a minimum per capita LGA amount for all cities that otherwise would receive no LGA, and increased the LGA appropriation to cover the additional amount.

Meeting Date: 12/13/2022

Information

Title:

Discussion Regarding the Annual Performance Review of the City Administrator, an Individual Who is Subject to the City Council's Authority-May be Closed to the Public

Purpose/Background:

Mr. Brian Hagen was hired as the City Administrator on June 15, 2022. As per Mr. Hagen's Employment Agreement with the City, a 360 degree performance evaluation was conducted. The Mayor and Mr. Hagen met previously and discussed the evaluation.

Mr. Hagen's performance evaluation includes feedback from the City Council, his direct reports and Mr. Hagen himself. The results of the evaluation will be provided at the closed meeting where Mr. Hagen will meet with the full City Council to discuss his performance and receive feedback. At his discretion, Mr. Hagen may choose to open the meeting to the public.

Minnesota Statute 13D.05, Subd. 3a states "A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting."

Please note that both the performance evaluation and the City Councils' discussion regarding Mr. Hagen's performance are private and may not be discussed outside of the closed session.

Timeframe:

Approximately 30 minutes.

Funding Source:

There is no funding required.

Responsible Party(ies):

Colleen Lasher, Administrative Services Director

Outcome:

To arrive at a consensus regarding the City Administrator's six-month performance review, to be summarized at the January 10, 2023 meeting.

Attachments

13D.05

Form Review

Inbox

Brian Hagen

Reviewed By

Colleen Lasher

Date

12/07/2022 11:09 AM

Colleen Lasher (Originator)
Brian Hagen
Form Started By: Colleen Lasher
Final Approval Date: 12/07/2022

Colleen Lasher
Brian Hagen

12/07/2022 11:16 AM
12/07/2022 06:28 PM
Started On: 12/06/2022 02:11 PM

13D.05 MEETINGS HAVING DATA CLASSIFIED AS NOT PUBLIC.

Subdivision 1. **General principles.** (a) Except as provided in this chapter, meetings may not be closed to discuss data that are not public data.

(b) Data that are not public data may be discussed at a meeting subject to this chapter without liability or penalty, if the disclosure relates to a matter within the scope of the public body's authority and is reasonably necessary to conduct the business or agenda item before the public body.

(c) Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

(d) All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the expense of the public body. Unless otherwise provided by law, the recordings must be preserved for at least three years after the date of the meeting.

Subd. 2. **When meeting must be closed.** (a) Any portion of a meeting must be closed if expressly required by other law or if the following types of data are discussed:

(1) data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;

(2) active investigative data as defined in section 13.82, subdivision 7, or internal affairs data relating to allegations of law enforcement personnel misconduct collected or created by a state agency, statewide system, or political subdivision;

(3) educational data, health data, medical data, welfare data, or mental health data that are not public data under section 13.32, 13.3805, subdivision 1, 13.384, or 13.46, subdivision 2 or 7; or

(4) an individual's medical records governed by sections 144.291 to 144.298.

(b) A public body shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting.

Subd. 3. **What meetings may be closed.** (a) A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.

(b) Meetings may be closed if the closure is expressly authorized by statute or permitted by the attorney-client privilege.

(c) A public body may close a meeting:

(1) to determine the asking price for real or personal property to be sold by the government entity;

(2) to review confidential or protected nonpublic appraisal data under section 13.44, subdivision 3; and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Before holding a closed meeting under this paragraph, the public body must identify on the record the particular real or personal property that is the subject of the closed meeting. The proceedings of a meeting closed under this paragraph must be tape recorded at the expense of the public body. The recording must be preserved for eight years after the date of the meeting and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the governing body has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting. If an action is brought claiming that public business other than discussions allowed under this paragraph was transacted at a closed meeting held under this paragraph during the time when the tape is not available to the public, section 13D.03, subdivision 3, applies.

An agreement reached that is based on an offer considered at a closed meeting is contingent on approval of the public body at an open meeting. The actual purchase or sale must be approved at an open meeting after the notice period required by statute or the governing body's internal procedures, and the purchase price or sale price is public data.

(d) Meetings may be closed to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures and to discuss security deficiencies in or recommendations regarding public services, infrastructure and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting. Before closing a meeting under this paragraph, the public body, in describing the subject to be discussed, must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting. A closed meeting must be tape recorded at the expense of the governing body, and the recording must be preserved for at least four years.

History: 1957 c 773 s 1; 1967 c 462 s 1; 1973 c 123 art 5 s 7; 1973 c 654 s 15; 1973 c 680 s 1,3; 1975 c 271 s 6; 1981 c 174 s 1; 1983 c 137 s 1; 1983 c 274 s 18; 1984 c 462 s 27; 1987 c 313 s 1; 1990 c 550 s 2,3; 1991 c 292 art 8 s 12; 1991 c 319 s 22; 1994 c 618 art 1 s 39; 1997 c 154 s 2; 1999 c 227 s 22; 2002 c 379 art 1 s 5; 2004 c 276 s 1; 2004 c 290 s 18; 2007 c 110 s 2; 2007 c 147 art 10 s 15; 2008 c 335 s 1; 2010 c 365 art 1 s 8

CC Work Session

3.1.

Meeting Date: 12/13/2022

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.

Timeframe:

Funding Source:

Responsible Party(ies):

Outcome:

For Council review - no formal action necessary.

Attachments

Future Topics List

Form Review

Inbox

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 12/07/2022

Reviewed By

Brian Hagen

Date

12/07/2022 06:13 PM

Started On: 12/06/2022 11:07 AM

| Row # | <u><i>Tentative City Council Future Work Session Topics</i></u> | | |
|-------|---|---|--------------------|
| | Proposed Date | Topic | Minutes (Estimate) |
| | 2023 | | |
| | Jan 10 | Discuss Committee Appointments | 15 |
| | Jan 10 | Discuss Operational Cost Savings with the new PW Facility | 20 |
| | Jan 10 | Finalize Legislative Priorities | 30 |
| | Jan 10 | Discuss Parcel 46 Concept Plan | 20 |
| | Jan 24 | Discuss the removing interim status from the title of the City Engineer/Interim Public Works Director and Parks & Interim Assistant Public Works Director | 15 |
| | Jan 24 | Discuss Crime Free Housing Ordinance | 30 |
| | Jan 24 | Continued Discussion Regarding City Hall Room Rental Fees | 20 |
| | March 21 | Draft Trail Maintenance Policy – Riverblood | 30 |
| | March 21 | Draft Stormwater Pond Maintenance Policy – Westby | 30 |
| | June 28 | Discuss Polling Locations – Fire Station #2 and Independent Baptist | 20 |
| | TBD | Review Ordinance Requirements for Trash and Recycling Container Screening - TBD | TBD |
| | TBD | Recycling Report (trends, costs, programs) | 10 |
| | TBD | Highway 10 Ramsey Contribution Costs - Hagen | TBD |
| | TBD | Rental Property Ordinance - Hagen | 30 |
| | TBD | Review procedure/policy/best practice for introduction of resolutions/proclamations – Staff | 20 |
| | TBD | Review Charter Commission Recommendations on Election Chapter 4 - Staff | |
| | TBD | Discuss Council and B/C Remote Meetings Policy - Staff | 15 |
| | TBD | Discuss Updating the Employee Telecommuting Policy- Lasher | 20 |
| | TBD 2024 Budget | Discuss Election Judge Pay - Schmidt | 20 |
| | TBD 2024 Budget | Discuss applying the COLA to: Firefighter, Seasonal, Intern, Rink Attendant, Plow Driver and other temporary employee pay scales - Lasher | 20 |