

City of Ramsey
Agenda
City Council Work Session
Tuesday, January 13, 2026

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 Council Organization
2. Consider Support for GAP Funding Assistance on an Anoka Ramsey Athletic Association Facility Project
3. Discuss the City Engineer Recruitment
4. 2026 Legislative Priorities
5. Consider Ramsey Christmas Market

3. Topics for Future Discussion

1. Review Future Topics/Calendar

4. Mayor/Council/Staff Input

1. Updates on Items of Interest

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.**

CC Work Session**Meeting Date:** 01/13/2026**Primary Strategic Plan Initiative:** Not Applicable**Information****Title:**

Discuss Council Organization

Purpose/Background:

Purpose: The purpose of this report is to determine the committees, boards, authorities or other groups to which Councilmembers will be appointed. Also to be determined are the appointments for the official newspaper, approval of the annual contract with TimeSavers Off-Site Secretarial Service (TOSS), and appointment of legal services.

Background: Each year, Councilmembers are appointed to serve on different committees, boards, authorities or other groups. Attached is a list of the committees as well as a description of what they are and when they meet. Staff will make note of the final selections to be adopted by Council at their meeting later this evening. It should be noted that each board and commission has a staff liaison, as well as Councilmember(s) liaison.

As a reminder, the City's Code states the following with regard to Ex-officio members. The City Council may appoint, by majority vote, a Councilmember or City staff person as ex-officio members of any board or commission privileged to speak on any matter without a vote, and the ex-officio members shall provide a liaison between the board or commission and City Council. The City Council members appointed to the EDA are voting members.

Attached is the resolution that is on the Agenda this evening for formal adoption. Please note: The highlighted 2026 appointments are open for discussion. The appointments discussed will be incorporated into the resolution before tonight's meeting.

The organizational resolution includes declaring the City's official newspaper. At the time of this writing, the City has received one proposal (attached) from Adams Publishing Group — the Anoka County UnionHerald. The Anoka County UnionHerald has historically served as the City's official newspaper and currently provides the most regular coverage of the City.

Also included for Council review and approval is the Addendum to the Recording Secretary Service Agreement between the City of Ramsey and TimeSaver Off Site Secretarial (TOSS) that extends the expiration date to December 31, 2026 (attached). The addendum shows a less than 3.50 percent increase in the base rate. Approval of the contract with TOSS is part of the resolution.

Appointing legal services is another component of the Organizational Resolution. The City recently entered into a contract with Eckberg Lammers to provide civil legal services, effective through December 31, 2027. In addition, Eckberg Lammers has been retained to provide prosecution services under a separate agreement, also effective through December 31, 2027.

Time Frame/Observations/Alternatives:

Approximately 15 minutes

Funding Source:

N/A

Recommendation:

Based on Council direction.

Outcome/Action:

To receive clear direction from the Council with regard to the appointments to committees, boards, authorities and other groups, designation of the official newspaper, the addendum to the Recording Secretary Service Agreement and appointments for legal services.

Attachments

Committee Descriptions

Draft Resolution #26-004

Newspaper Request

TOSS Agreement

Eckberg Lammers Civil Contract

Eckberg Lammers Prosecution Contract

Form Review

Inbox

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 01/08/2026

Reviewed By

Brian Hagen

Date

01/08/2026 03:16 PM

Started On: 12/22/2025 02:13 PM

COMMITTEES, AUTHORITIES, BOARDS, COMMISSIONS
(Descriptions and Meeting Schedules)

One Year Appointments

Environmental Policy Board (EPB) (Appointments 1 Plus Alt) The EPB will promote environmental awareness and conservation practices by citizens by advising the City Council on policy issues, review of new development proposals, communication and education. The EPB meets on the 3rd Monday of each month at 6:30 p.m. in the Council Chambers at the Municipal Center. *Liaison/Ex-Officio to Commissions*

Park and Recreation Commission (Appointments 1 Plus Alt) The primary objective of the Park and Recreation Commission is to monitor and reflect the attitudes and concerns of the citizens of Ramsey relative to the park system and recreation programs, and to advise the City Council of citizen attitudes and policy matters relevant to the park and recreation function in Ramsey. The Park and Rec. Commission meets on the 2nd Thursday of each month at 6:30 p.m. in the Council Chambers at the Municipal Center or at various Ramsey parks. *Liaison/Ex-Officio to Commissions*

Planning Commission (Appointments 1 Plus Alt) The primary objective of the Planning Commission is to advise the City Council on land use concerns. In addition, the Planning Commission shall serve as the planning agency and shall have the powers and duties given such agencies by state statute. The Planning Commission meets on the 4th Thursday of each month at 7:00 p.m. in the Council Chambers at the Municipal Center. *Liaison/Ex-Officio to Commissions*

Public Works Committee (Appointments 3 Plus Alt) This Committee considers and advises the City Council on matters concerning public infrastructure, including roadway improvements and maintenance operations, traffic control modification requests, storm water management, and public utility improvements and needs. The Committee meets the 3rd Tuesday of each month at 5:30 p.m. in the Lake Itasca Room at the Ramsey Municipal Center. *Committee of the Council*

***EDA Appointments Coincide with Council Terms** (A vacancy is created in the membership of the commission when a city councilmember of the authority ends councilmembership.)

Economic Development Authority (EDA) (Appointments 2 Plus Alt) The primary objective of the EDA is to aid, assist and promote the growth and expansion of commercial, retail and industrial development in the City of Ramsey. The EDA meets the second Thursday of each month, beginning at 7:30 a.m., in the Council Chambers at the Municipal Center. *Voting Member*

Twin Cities Gateway Board (1 Appointment, Staff or Council)

The board is a destination management organization that promotes its member cities. The mission is to inspire visitors to discover the vibrant Twin Cities Gateway communities to enhance economic growth and vitality. It is responsible for promoting meetings and conventions, sports, events, family leisure travel, hotels, restaurants, and attractions 365 days a year. The board meets quarterly (March, June, September and December) on the third Tuesday at 11am. Meeting location varies throughout member cities. *Board Member*

Two-Year Appointments

Anoka County Joint Law Enforcement (JLEC) (Appointments 1 Plus Alt) (This is a 2-year appointment.) The JLEC is an innovative governing body that was created in Anoka County to collaboratively and efficiently work on public safety issues through the entire county. The JLEC was created in 1970. This group is made up of the County Attorney, County Sheriff as well as elected officials from each jurisdiction, and the Chief/Sheriff of each jurisdiction. The Fire Protection Council also has a representative on the JLEC. This Board **meets quarterly – the 4th Wednesday of the month at 2:00 p.m.** The meeting locations vary.

Anoka County Fire Protection Council (ACFPC) (Appointments 1 Plus Alt) (This is a 2-year appointment) The ACFPC operates as an independent Joint Powers Arrangement between multiple jurisdictions in Anoka County. The purpose of the ACFPC is to join together to improve the efficiency and effectiveness of fire and emergency services to the public within the geographic service area of the member jurisdictions, to cooperatively address its member's long term needs for fire-fighting and emergency equipment, fire records data systems and fire-fighter and EMS training. The ACFPC **meets quarterly in the months of January, April, July, and October, at approximately 7:00 p.m.** at a rotating location in one of the members' jurisdictions.

Fire Relief Association (Appointments set by Bylaws) The objective of the Fire Relief Association is to provide service pensions and ancillary benefits to members and beneficiaries of the City of Ramsey Fire Department. The Board has nine members, six General Trustees elected from membership and three Municipal Trustees. Per the bylaws the three Municipal Trustees are the Fire Chief, Finance Director and the Mayor. **The meeting schedule for the Fire Relief Association is TBD.**

Lower Rum River Watershed Management Organization (LRRWMO) (Appointments 1 Plus Alt) (This is a 2-year appointment.) LRRWMO is a joint powers special purpose unit of government including the cities of Ramsey, Anoka and portions of Andover. The organization seeks to protect and improve lakes, rivers, streams, groundwater, and other water resources across municipal boundaries. The LRRWMO **meets the 3rd Thursday of the month beginning at 8:00 a.m.,** at Anoka City Hall (Committee Room) 2015 South 1st Avenue, Anoka.

Quad Cities Cable Communications Commission (QCTV) (Appointments 1 Plus Alt) (This is a 2-year appointment.) QCTV strives to connect our communities through local cable TV programming valued by residents. The four member cities include Andover, Anoka, Champlin and Ramsey. The Committee **meets bi-monthly on the 3rd Thursday of at 11:00 a.m.** in the Council Chambers at Anoka City Hall, 2015 – 1st Avenue, Anoka as a governing board for this joint powers organization. **Meeting Months: January, March, May, July, September and November.**

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #26-004

RESOLUTION FOR 2026 COUNCIL ORGANIZATION

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

- 1) That the City of Ramsey's official newspaper is the Anoka County UnionHerald; official newspaper of the City in which all legal notices, vacancies, advertisements, etc. will be published; and
- 2) That the City of Ramsey's Legal Services are provided as follows: a) General Legal Counsel: Eckberg Lammers, P.C.; b) Prosecution Counsel: Ekberg Lammers, P.C. and c) Bond Counsel/TIF: Taft Stettinius & Hollister, LLP; and
- 3) That the City of Ramsey's recording secretarial service is TimeSaver Off-Site Secretary Services (TOSS); and
- 4) That the following one-year terms are as follows: Acting Mayor, Environmental Policy Board, Park and Recreation Commission, Planning Commission, Public Works Committee and Twin Cities Gateway Board.

	<u>2025 Appt.</u>	<u>2026 Appt.</u>
a) Acting Mayor	Chris Riley	
b) Environmental Policy Board	Eric Peters Michael Olson (Alt)	 (Alt)
c) Park and Recreation Commission	Kirsten Buscher Shanna Stewart (Alt)	 (Alt)
d) Planning Commission	Eric Peters Michael Olson (Alt)	 (Alt)
d) Public Works Committee	Chris Riley Michael Olson Dan Specht Eric Peters (Alt)	 (Alt)
f) Twin Cities Gateway Board	Ryan Heineman	

5) That the following two-year terms are as follows: Anoka County Fire Protection Council, Anoka County Joint Law Enforcement, Anoka County Solid Waste Abatement Advisory Team, Fire Relief Association, Health Authority, LOGIS Board of Directors, Lower Rum River Watershed Management Organization (LRRWMO), North Metro Mayors Association, and Quad Cities Cable Communications Commission are as follows:

	<u>2023-2024 Appt.</u>	<u>2025-2026 Appt.</u>
a) Anoka County Fire Protection Council	Debra Musgrove Dan Specht (Alt)	Kirsten Buscher Michael Olson (Alt)
b) Anoka County Joint Law Enforcement Council (JLEC)	Jeff Katers Michael Olson Chelsee Howell (Alt)	Brad Bluml Ryan Heineman Kirsten Buscher (Alt)
c) Anoka County Solid Waste Abatement Advisory Team	Chris Anderson	Chris Anderson
d) Fire Relief Association	Mark Kuzma Matt Kohner Diana Lund	Ryan Heineman Matt Kohner Diana Lund
e) Health Authority	Dr. James Long	Dr. Eric Barth
f) LOGIS Board of Directors	Jason Fredrickson Chris Bruneau	Jason Fredrickson Chris Bruneau (Alt)
g) Lower Rum River Watershed Management Organization (LRRWMO)	Debra Musgrove Chris Riley (Alt) Len Linton, Staff	Chris Riley Michael Olson (Alt) Nathan Gillett, Staff
h) North Metro Mayors Association: Operating Committee Management Committee	Mark Kuzma Brian Hagen	Ryan Heineman Brian Hagen
i) Quad Cities Cable Communications Commission	Dan Specht Matt Woestehoff	Dan Specht Brian Hagen

6) The City Council members appointed to the EDA while maintaining City Council membership are as follows:

a) Economic Development Authority	Chris Riley Shanna Stewart Michael Olson (Alt)
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The motion for adoption of the foregoing resolution was duly seconded by Councilmember , and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13th day of January, 2026.

Mayor

ATTEST:

City Clerk

NOV 14 2025



November 7, 2025

Katie Schmidt
City Clerk
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Ms. Schmidt,

It is with great pleasure that we ask to serve as the official newspaper for the City of Ramsey in 2026. As we continue to implement new changes in the newspaper to improve readership, we feel it's important to provide readers with the city's public notices in addition to news stories, features and photographs of local events we cover each week.

We would like to publish your public notices in the **Anoka County UnionHerald**. The legal publication rate for the **Anoka County UnionHerald** as of January 1, 2026, will be \$11.25 per column inch. If any documents need to be manually typeset, a \$20 flat fee will be charged per public notice. As a newspaper published in the County of Anoka, we meet the requirements to qualify as your official legal newspaper.

All public notices published in the Anoka County UnionHerald will be posted to abcnewspapers.com and the Minnesota Newspaper Association websites at no additional charge. The notices are available for the public to view at no cost.

We have appreciated your business over the past years and hope that we can be of service to you in 2026 as a credible, weekly community news source. If you have any questions, please feel free to call me at 763-691-6001 or email me at publicnotice@apgecm.com. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads 'Tonya Orbeck'. The signature is written in a cursive, flowing style.

Tonya Orbeck
Legal Notice Department Manager

TimeSaver Off Site Secretarial, Inc.

October 1, 2025

Ms. Katie Schmitz, Administrative Assistant
City of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

Dear Katie,

Enclosed is an Addendum to the Recording Secretary Service Agreement that extends the expiration date to December 31, 2026. To accommodate COLA and the mandated family medical leave program, the 2026 unit rates reflect an increase of \$1.50 per hour and 50 cents per page. The base rate reflects an increase of less than 3.5%.

In January, TimeSaver will offer a new service to create CivicPlus meeting minutes. Please reach out if you're interested in additional information.

We appreciate the confidence you have placed in TimeSaver to handle your meeting minute needs and look forward to continuing that relationship in 2026.

If you need further information or have questions, please feel free to contact me at (612) 470-8199.

Best regards,

Shelby Zomermaand
Director of Operations

**ADDENDUM TO
RECORDING SECRETARY SERVICE AGREEMENT**

Dated: December 31, 2025

By and between TimeSaver Off Site Secretarial, Inc. and the City of Ramsey, 7550 Sunwood Drive, Ramsey, MN 55303.

1. EXTENSION OF RECORDING SECRETARIAL SERVICE AGREEMENT: The term of the existing Recording Secretary Service Agreement dated December 31, 2024, shall be extended under the same terms and conditions to December 31, 2026.

2. TOSS CHARGES: TOSS shall be paid for its services as recording secretary for each meeting with a one (1) hour minimum, the highest rate prevailing, as follows:
 - a. Base Rate: One Hundred Seventy-Eight and 00/100 dollars (\$178.00) for any meeting up to one (1) hour (billable time) plus Forty-One and 50/100 dollars (\$41.50) for each thirty (30) minutes following the first one (1) hour; **or**

 - b. Unit Rate: Fifty-Four and 75/00 dollars (\$54.75) for the first hour of meeting time and Thirty-Six and 50/100 dollars (\$36.50) for every hour after the first hour plus Sixteen and 50/100 dollars (\$16.50) for each page of draft minutes for submission to the City of Ramsey for their preparation of final minutes.

At the end of the term of this Addendum or any extension of it, the parties may make a new Agreement or extend or modify the terms of this Agreement.

IN WITNESS WHEREOF, the undersigned have executed this Addendum to the Recording Secretary Service Agreement as of the day and year indicated.

January , 2026

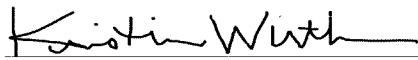
CITY OF RAMSEY

By: _____
Brian S. Hagen

Its: City Administrator

October 1, 2025

TIMESAVER OFF SITE SECRETARIAL, INC.


By: _____
Kristin Wirth

Its: CFO

CONTRACT FOR CIVIL LEGAL SERVICES

This CONTRACT FOR CIVIL LEGAL SERVICES (the "Agreement") is entered into by and between the City of Ramsey, a Minnesota municipal corporation, with its principal office located at 7550 Sunwood Drive NW, Ramsey, Minnesota, 55303 (the "City") and the law firm of Eckberg, Lammers, P.C., with its principal office located at 1809 Northwestern Avenue, Stillwater, Minnesota, 55082 (the "Law Firm"), for the purpose of utilizing the Law Firm to provide civil legal services to the City.

RECITALS

A. The City and the Law Firm desire to enter into a contract for civil legal services through December 31, 2027, with hourly rates outlined as follows:

	Year 1 (2025)	Year 2 (2026)	Year 3 (2027)
Hourly Rate – Attorneys			
General Legal Services	\$235.00	\$245.00	\$255.00
Hourly Rate for Paralegals			
General Legal Services	\$165.00	\$175.00	\$175.00
Specialty Services - Development Work - Litigation	Billed at Attorney's rate for private clients		

NOW THEREFORE, IN CONSIDERATION OF the mutual promises contained herein and other good and sufficient consideration, incorporating the Recitals in full the parties agree to the following:

TERMS

1.1 Scope and Nature of General Counsel Services: The parties agree to the following description of the nature of the legal services to be provided by the Law Firm to the City:

- a. Scope of Services as set forth in Exhibit A (attached).
- b. Attendance at regular or special City Council meetings as requested. Attendance at City Council workshops and regular and special Commission meetings shall be upon request of the City Administrator.
- c. Review of City Council, City committee, and Planning Commission agenda items and minutes.
- d. Availability for consultation with City Council, City Administrator and department heads at staff meetings to identify issues of short and long-term importance.

- e. Drafting of and revisions to City ordinances, resolutions, and regulations.
- f. Drafting of municipal contracts, joint powers agreements, and the like; review of contractor/vendor bond and insurance documents.
- g. Research and preparation of legal opinions on municipal or other legal matters, including open meeting law/data practices issues and general municipal employment matters.
- h. Provision of regular updates on significant developments in laws affecting the City to the City Administrator, City Council and City staff.
- i. Provision of a yearly legislative update.
- j. Provision of regular in-service presentations as requested to City staff and City officers on topics selected by the Law Firm and the City with special emphasis on new developments in the law (e.g. labor issues/data practices issues/land use issues) and general information for new elected officials (e.g., Good Governance, Roles, Data and Open Meeting Law information).
- k. Provision of economic development services including advice on tax increment financing, tax abatement, business subsidy, and other development matters, including the drafting of and revisions to development agreements, assessment agreements, tax increment financing proceedings, and the like. If such economic development representation is proposed to be fully reimbursed by a private developer, the Law Firm may adjust its billing rate accordingly in consultation with the City Administrator.
- l. Provision of labor and employment law services to the City, including representation for staff disciplinary matters, union negotiations, personnel policies, contested cases, employment contracts, and other similar services.

1.2 Best Legal Practices Initiatives: In addition to the above-stated services, throughout the period of its representation, the Law Firm furnishes regular "Best Legal Practices Initiative Services." The services shall include meetings with City staff and department heads and, where appropriate, the City Administrator and City Council to perform the specified initiatives. It is expected that the specified best practices initiatives may change as required by the growth and change of the City. All practices shall be benchmarked against those of other leading cities, not limited to cities in Minnesota. These services include, but are not limited to:

- A. **Department Specific Best Practices:** The Law Firm regularly reviews the internal processes and procedures of City Departments to furnish recommendations in order to:
 - 1. Reduce or avoid future liability and litigation.

2. Benchmark department legal processes against other leading cities.

B. Planning/Engineering Legal Best Practices:

1. Perform an annual review of Planning/Engineering documents and related documentation to ensure that the documents are up to date, consistently utilized correctly and sufficiently protective of City financial and planning interests.
2. Make regular recommendations for standardization of City documents, development agreements and contracts and processes using templates and checklists where advisable to improve efficiency and predictability.
3. Devise solutions for avoidance of liability and litigation, and assurance of proper development close-out including recordation of all necessary conveyances.
4. Regularly benchmark Planning/Engineering legal processes and documentation against other leading cities.

C. Zoning/Subdivision/Regulatory Ordinance Best Legal Practices:

1. Regularly furnish examples of, and suggestions for, zoning, subdivision and regulatory ordinance improvements and modifications based upon needs identified by the Law Firm and the City and also based upon legislative changes.
2. Regularly benchmark such ordinances against other leading cities.

1.3 Other Matters: The parties contemplate that the Law Firm may also provide civil legal services outside the scope of services covered by the general and “best practices” services as described in paragraphs 1.1 and 1.2 above. These services are handled as follows:

1.3.1 Contested Case Matters and Litigation: The Law Firm will provide, and the City shall utilize the Law Firm for representation in, contested cases, provided the City has the right to select counsel in the contested case, and provided the City determines, in its reasonable discretion, that the Law Firm has the skill and experience to represent the City in a fashion that the City deems to be in its best interests given the expertise, costs, and litigation service delivery available from other law firms in the Twin Cities Metro area.

2. Reimbursable Costs and Expenses.

2.1 General Rule: The City will reimburse the Law Firm for actual, necessary and reasonable costs and expenses incurred by the Law Firm in the performance of the legal services contained in this Agreement.

2.2 Specific Rates:

<u>Description of Costs</u>	<u>Rate</u>
Mileage	No reimbursement
Parking	Actual Cost
Photocopying	\$0.25 per page
Facsimile	\$1.00 per page
Long Distance Telephone	\$0.00
Postage	Actual Cost
Messenger	Actual Cost
Court Costs/Filing Fees	Actual Cost
Arbitration Costs	Actual Cost
Other Contested Case Costs	Actual Cost
Westlaw or Equivalent	Actual Cost

3. Matters Covered by Insurance: The Law Firm will assist the City in submitting claims for insurance coverage to various insurance carriers. Whenever a claim is made with an insurance carrier, which arises out of a legal issue within the scope of this Agreement, the City will recommend that the Law Firm be utilized by the insurance carrier in the matter for which the claim is made. The City may recommend the Law Firm to an insurance carrier for claims arising out of matters which are outside the scope of this Agreement. At the point in time when an insurance carrier admits coverage, and to the extent that such carrier will provide retroactive payments for attorneys' fees, the Law Firm will receive its payments for services rendered from the insurance carrier and not from the City. To the extent that an insurance carrier does not pay for legal services rendered by the Law Firm, including any deductibles, the City will pay the Law Firm for services rendered at the rates charged to the insurance company, subject to billing and payment provisions of paragraph 5.

4. Conflict of Interest and Attorney/Client Privilege Issues:

4.1 Conflict of Interest: The Law Firm will notify the City if the Law Firm represents or has ever represented an opposing party in a legal matter.

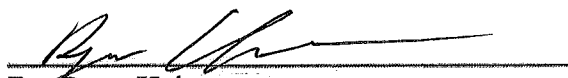
4.2 Attorney/Client Privilege: The Law Firm is authorized to utilize e-mail without encryption to transmit and receive confidential client information. The City specifically acknowledges that it understands the confidentiality risks associated with inadvertent interception of such information.

5. **Billing Format, Cycle, Payment Expectations and Interests.**


- 5.1 **Billing Format:** The Law Firm will submit monthly statements to the City itemizing legal services rendered for the prior month broken down into easily understandable categories.
- 5.2 **Billing Cycle:** The Law Firm will bill monthly for legal services rendered in the prior month. Generally, bills will go out approximately 10 days after the end of the prior month.
- 5.3 **Payment Expectations:** The City will pay the bill of the Law Firm routinely according to its internal payment procedures by forwarding a check to the Law Firm paying for both legal services and expenses shown on the Law Firm's bill.
- 5.4 **Disputes:** In the event that the City disputes any aspect of the Law Firm's bill, the appropriate City representative will contact Nicholas J. Vivian at the Law Firm stating the nature of the dispute.
- 5.5 **Term and Renewal:** The term of this Agreement will be from the date of signing through December 31, 2027. At the end of the term, for each year thereafter, this Agreement shall automatically renew for another year at the previous year's rates, unless different rates have been agreed to in writing between the Firm and the City Administrator. During the term of the Agreement including renewal terms, either party may terminate the Agreement upon 60 calendar days' written notice to the other party.
- 5.6 **Authorized Contact Persons:** Amanda Johnson will act as lead attorney for the City. Nick Vivian will act as the assistant attorney. However, the parties contemplate that other attorneys in the Law Firm will also be providing services to the City subject always to advance approval by the City.

CITY OF RAMSEY

Dated: 10-24-25

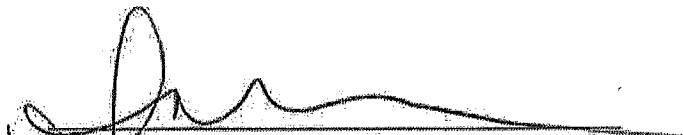

By: Ryan Heineman
Its: Mayor

Dated: 10-15-25


By: Brian Hagen
Its: City Administrator

ECKBERG LAMMERS, P.C.

Dated: 10/6/25


By: Amanda J. Johnson

Ryan Heineman
Mayor

Brian Hagen
City Administrator

ECKBERG LAMMERS, P.C.

Amanda J. Johnson

Exhibit A

Scope of Services

The Law Firm will provide services and expertise across a broad range of legal areas, including but not limited to:

- **Municipal Law** – General statutes and legal principles governing municipalities
- **Municipal Defense** – Laws and statutes related to defending municipal interests
- **State & Federal Regulations** – Legal requirements impacting municipal governance
- **Municipal Litigation** – Representation in legal disputes involving the City (Specialty Services)
- **Land Use & Development** – Zoning, land development, platting, MSA 429 projects, housing, subdivisions, and related regulations
- **Economic Development** – Laws governing development, redevelopment, enforcement, and real estate transactions (Specialty Services/Development Pass-Through when identified)
- **Ordinances & Resolutions** – Drafting, interpreting, and enforcing city ordinances and resolutions
- **Contract Law** – Review, negotiation, and enforcement of municipal contracts
- **Public Right-of-Way & Utilities** – State regulations governing private utilities within public spaces
- **Environmental Law** – Compliance and legal considerations regarding environmental regulations
- **Eminent Domain** – Laws governing the acquisition of private property for public use (Specialty Services)
- **Employment Law & Labor Relations** – Legal matters involving municipal employment with significant risk exposure, along with reviewing and providing analysis on union contracts.

▼ AGREEMENT FOR CRIMINAL PROSECUTION SERVICES

This Agreement, entered into between the City of Ramsey, a Minnesota Municipal Corporation (City) and the Law Firm of Eckberg Lammers, P.C., (Criminal Prosecution Attorney) as of January 1, 2023 provides as follows:

ARTICLE I:
BACKGROUND: FINDINGS

- 1.1 Authority. The appointment and removal of the Criminal Prosecution Attorney are made by the City Council.
- 1.2 Council Determination. At a duly called regular meeting of the City Council it was determined that the law firm of Eckberg Lammers, P.C. be engaged as Criminal Prosecution Attorney, with Joseph Van Thomme of that firm serving as chief prosecutor for the City. This agreement between the firm and the City sets forth the terms and conditions of the engagement.

ARTICLE II:
TERMS AND CONDITIONS

- 2.1 Consideration. In consideration of the mutual promises and conditions contained in this Agreement, the City and the Criminal Prosecution Attorney agree to the terms and conditions as set forth herein.
- 2.2. Criminal Prosecution Attorney Appointment. The City appoints the firm of Eckberg Lammers, P.C. as Criminal Prosecution Attorney, with Joseph Van Thomme acting as primary chief prosecutor for the City.
- 2.3 Usual and Customary Criminal Prosecution Services. The Criminal Prosecution Attorney agrees to perform all usual and customary criminal prosecution services for the City in accordance with the terms of this Agreement, including, but not limited to the following primary responsibilities for the criminal prosecution services:

General Responsibilities:

Represent and prosecute all criminal law matters within the City's jurisdiction, included but not limited to scheduling, and attending all necessary hearings, trials, arraignments, and post-conviction hearing as required, coordinating officer and witness appearances, reviewing all criminal cases presented for purposes of prosecution, determine technical compliance with criminal code and other state statutes, writing complaints, making recommendations to the Court for alternatives to prosecution where appropriate, act as a resource to the Police Department in the development of criminal cases, and provide training sessions for Police and other City staff as needed.

Provide timely pursuit of disposition of criminal case in advance of actual Court cases to avoid unnecessary officer Court time.

Process and prosecute forfeiture cases on behalf of the Police Department.

The Criminal Prosecution Attorney is required to be knowledgeable in a variety of legal areas, including but not limited to:

- * Criminal Prosecution
- * Trial Activity
- * General Municipal Laws
- * City Code Issues related to criminal prosecution
- * General State and Federal Laws relating to prosecution matters
- * General Government Data Practices related to rules of discovery and criminal prosecution

The Criminal Prosecution services that are required by the City and covered by a fixed retainer fee include, but are not limited to, the following areas:

1. Meetings and/or telephone conversations with and advising City Administrator and Police Chief, police officers and other authorized staff on general criminal legal matters.
2. Research and submission of legal opinions on criminal legal matters requested by the City Administrator, Police Chief or other authorized staff, availability to answer staff questions by telephone.
3. Legal consultation and general support for City Administrator and Police Chief and other authorized staff on general criminal legal matters.
4. Provide a high level of customer service by responding in a prompt matter.
5. Prosecute all petty misdemeanor, misdemeanor and statutorily delegated gross misdemeanor offense committed within the corporate limits of the City. This includes all such cases initiated by any law enforcement agency and citizen complaints including, but not limited to, traffic violations, DUI cases, and City Code violations that are prosecuted criminally.
6. Provide advice, consultation and training where required to the City's Police Department and to all other departments of the City in the interpretation and enforcement of statutes, ordinances and investigations of violations in connection with the prosecution of criminal cases.
7. Prepare criminal complaints where facts warrant.
8. Evaluate all cases where a plea of not guilty is entered and prosecute where warranted.
9. Prepare appropriate pre-trial notices as required.
10. Seek such additional investigation as required.
11. Negotiate and enter plea bargains where deemed advisable.
12. Represent the City at all pre-trial motions.
13. Perform all legal research and prepare briefs when required.

14. Try all jury and court cases as necessitated.
15. Review ordinances for criminal prosecution as requested.
16. Render written opinions to law enforcement on criminal prosecution matters where requested, including interpretation of statutes, ordinances, rules and regulations.
17. Ensure proper notifications and preparation of police officers and staff for trial.
18. Assist in resolving criminal prosecution matters not resulting in litigation.
19. Assist the City and law enforcement in efficient disposition of DUI-related forfeitures arising from cases handled by the Criminal Prosecution Attorney.
20. Examine, evaluate and provide representation for all appeals to the Appellate Courts.

As part of the firm's comprehensive flat fee prosecution services, no charges are ever imposed for phone calls. The firm encourages police officers and staff to contact any of our prosecuting attorneys. If a phone call evolves into a project or work item, that item shall be covered by the flat fee retainer agreement. The firm has found its law enforcement clients welcome this approach, as it provides for unfettered legal advice without imposing financial pressure on the given department.

2.4 Compensation for Criminal Prosecution Services. For Criminal Prosecution Services for the years 2023 - 2027, the City agrees to compensate the Criminal Prosecution Attorney as follows:

	2023	2024	2025	2026	2027
Retainer Fee*	\$75,028	\$77,278	\$79,596	\$81,983	\$84,442
Hourly Attorney *	\$250	\$250	\$250	\$250	\$250

* Retainer Fee: Annual Amount to be paid in 12 equal installments.

* Hourly Attorney: The hourly rates for all attorneys will be the same and shall only apply to matters not related to or covered by this agreement. Such fees will be specifically agreed to by the City prior to any undertaking of legal services by the Criminal Prosecution Attorney.

2.5 Compensation for Expenses. The City will compensate the Criminal Prosecution Attorney for the following actual and necessary expenses incurred by the Criminal Prosecution Attorney on behalf of the City:

The Criminal Prosecution Attorney passes through the following charges to the City at cost:

- * Process Server Fees
- * Court Filing Fees
- * Document Recording and Closing Fees
- * Court Reporter Transcription Fees

- 2.6 **Billing Statements.** Billings by the Criminal Prosecution Attorney to the City for services will be on a monthly basis, except as may otherwise be agreed upon by the parties. The billing statement shall be of sufficient detail to adequately inform the City concerning the services performed and the nature and extent of costs and disbursements. The statement shall also contain a summary that shows the total fees, charges and disbursements.
- 2.7 **Term of Agreement.** The term of this Agreement shall be for five years. The rates specified in this Agreement will remain in effect for the term of this Agreement.
- 2.8 **Chief Prosecutor.** It is the intention of the parties and it is hereby agreed by the Criminal Prosecution Attorney, the term "Chief Prosecutor" as used herein means and refers to Joseph Van Thomme, who will supervise and be responsible to the City for the criminal prosecution services provided.
- 2.9 **Entire Agreement.** This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire Agreement between the City and the Criminal Prosecution Attorney, and supersedes any other written or oral agreements between the City and the Criminal Prosecution Attorney. This Agreement can only be modified in writing signed by the City and the Criminal Prosecution Attorney.
- 2.10 **Termination.** This Agreement may be terminated by the City at any time or by the Criminal Prosecution Attorney upon 60 days written notice.
- 2.11 **Conflict of Interest.** The Criminal Prosecution Attorney shall use best efforts to meet all professional obligations to avoid conflict of interest and appearances of impropriety in representation of the City. In the event of a conflict, the Criminal Prosecution Attorney shall arrange for suitable alternative legal representation. It is the intent of the Criminal Prosecution Attorney to refrain from handling legal matters for any other person or entity that may pose a conflict of interest.
- 2.12 **Agreement Not Assignable.** Except as provided in Paragraph 2.11 of this Agreement relating to conflicts of interest, the rights and obligations created by this Agreement may not be assigned by either party.
- 2.13 **Agreement Not Exclusive.** The City retains the right to hire other legal representatives for specific legal matters.
- 2.14 **Independent Contractor Status.** All services provided by the Criminal Prosecution Attorney pursuant to this Agreement shall be provided by the Criminal Prosecution Attorney as an independent contractor and not as an employee of the City for the purpose, including but not limited to: income tax withholding, workers' compensation, unemployment compensation, FICA taxes, liability for torts and eligibility for employee benefits.
- 2.15 **Work Product.** All records, information, materials and other work product prepared and developed in connection with the provision of services pursuant to this Agreement shall become the property of the City.
- 2.16 **Insurance and Indemnification.** Criminal Prosecution Attorney agrees to maintain a valid policy of Professional Liability Insurance for the duration of this Agreement. The value of

the policy shall not be less than the cap of municipal tort liability as established by Minnesota Statutes. Criminal Prosecution Attorney further agrees to defend, indemnify, and hold harmless the City, its agents and employees against all causes of actions against the City or any of its agents or employees that arise from or as a result of the Criminal Prosecution Attorney's negligent actions or advice under the terms of this Agreement.

2.17 Data Practices Act Compliance. Data provided to the Criminal Prosecution Attorney under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

2.18 Choices of Law and Venue. This Agreement shall be governed by the construed in accordance with the laws of the State of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the State or Federal Courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed by their proper officers and representatives as the day and year first above written.

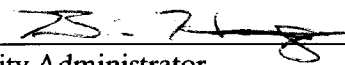
Dated: 2-3-2023

CITY OF RAMSEY



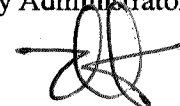
Mayor

Dated: 01-30-23



City Administrator

Dated: 2/6/23q



Joseph Van Thomme
Criminal Prosecuting Attorney

CC Work Session

Meeting Date: 01/13/2026

Primary Strategic Plan Initiative: Promote economic growth and development.

Information

Title:

Consider Support for GAP Funding Assistance on an Anoka Ramsey Athletic Association Facility Project

Purpose/Background:

In February 2023, the Anoka Ramsey Athletic Association (ARAA) received site plan and plat approval to construct a sports dome structure at 14600 Ferret St. NW. ARAA eventually withdrew their landuse application, and therefore, never constructed the dome. Since that time, Ramsey staff have continued to work with representatives from ARAA as they sought out a new solution for an indoor sports facility to serve their organization.

ARAA has progressed through new plans to construct a facility at a different location within Ramsey. Representatives of ARAA will be present to share their plans, and to request a financial partnership with the City of Ramsey to close the remaining financial gap in order to construct the facility.

Staff will present financial information to show potential partnership strategies that both aid in the construction of this facility, and retain funds to further help with future economic development.

Notification:

N/A at this time.

Funding Source:

Should financial assistance be supported, funding is proposed to be provided through funds dedicated to economic development.

Recommendation:

Staff recommends consideration of a financial assistance package. This would allow further details to be established of how the assistance would occur. Staff further sees this project as a catalyst project for further commercial development of approximately 24 acres adjacent to the proposed location.

Outcome/Action:

Provide consensus direction whether staff should prepare a detailed financial assistance package. Official consideration would come back at a future meeting.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/08/2026 03:20 PM
Form Started By: Brian Hagen		Started On: 01/08/2026 12:59 PM
Final Approval Date: 01/08/2026		

CC Work Session**Meeting Date:** 01/13/2026**Primary Strategic Plan Initiative:** Strive for high organizational morale and employee retention.**Information****Title:**

Discuss the City Engineer Recruitment

Purpose/Background:

As the City Council is aware, Engineering and Public Works currently operate under the direction of one department head, Mr. Bruce Westby, City Engineer/Public Works Director. The plan for this structure was established years ago as part of the planned departure of the former Public Works Superintendent. Splitting the current combined role was planned and budgeted, with the expected split to occur in late 2025 or early 2026, upon the onboarding of a new City Engineer.

City staff conducted two separate external recruitments, resulting in just one candidate interviewing with the city's management team. That candidate was not recommended for advancement. Aside from this one interview, there were four other applicants, one of which was not selected for an interview and three did not meet the minimum requirements of the position. Staff have met internally and with others about the situation. Essentially, the City of Ramsey is experiencing the same difficulties that others have experienced.

It should be noted that the wages offered for this position are set at the average when compared to similarly sized cities in the metropolitan area. The minimum qualifications for the position were posted based on common practices in other cities. However, there may be room to adjust some of the minimum qualifications without compromising the caliber of the applicant pool.

Staff will provide additional detail during the work session regarding the very tight labor market, how other cities have dealt with City Engineer recruitments, etc. Staff will be seeking feedback from the City Council on options for moving forward.

Time Frame/Observations/Alternatives:

Up to 10 minutes.

Funding Source:

Not applicable.

Recommendation:**Outcome/Action:**

Based on discussion.

Attachments*No file(s) attached.***Form Review****Inbox**

Brian Hagen

Reviewed By

Brian Hagen

Date

01/08/2026 03:21 PM

Form Started By: Colleen Lasher
Final Approval Date: 01/08/2026

Started On: 01/05/2026 04:30 PM

CC Work Session

Meeting Date: 01/13/2026

Primary Strategic Plan Initiative: Not Applicable

Information

Title:

2026 Legislative Priorities

Purpose/Background:

The purpose of this discussion is to review the 2025 Legislative Outcomes and 2026 Legislative Priorities for the City of Ramsey. Attached is a draft 2026 Legislative Priority document for review.

2025 Legislative Priority Outcomes:

- TIF 14 (The COR) project received approval for a language change that allowed for clear language on what expenses incurred within the TIF14 District are reimbursable through TIF 14 proceeds
- Sales and Use Tax Exemption for Water Treatment Plant Trunk Watermain - no approval granted
- \$6.8 million in State Bonding requested for the construction of the Water Treatment Plant - no approval granted
- Funding for continued study of a Ramsey/Dayton Mississippi River bridge project- no approval granted
- Expanded Metro Mobility Service Area - no approval granted, but this no longer requires special legislation but more so an operations change due to funding for Metro Mobility now coming from sales tax.
- Closed Landfill Legislation to allow for economic development - no approval granted, however, staff continues to monitor for when the best opportunity would be to move forward with the request.

Recommendation:

Provide feedback on any necessary changes to the document. The intent is to bring a final version to the January 27 regular council meeting for adoption.

Outcome/Action:

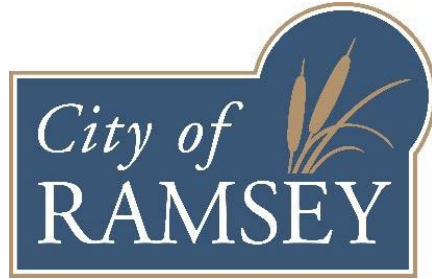
Provide consensus feedback on any necessary changes to the document.

Attachments

DRAFT 2026 Legislative Priorities

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/08/2026 03:20 PM
Form Started By: Brian Hagen		Started On: 01/07/2026 02:45 PM
Final Approval Date: 01/08/2026		



2026 City of Ramsey Legislative Priorities

Local Priority: Northwest Metro Mississippi River Crossing Need

The feasibility study for a new Mississippi River bridge was completed in 2021 with funds allocated by the 2020 legislature. This study identified a general area for a new crossing from Ramsey to Dayton. The next steps would be for a scoping document, Tier I EIS and then a Tier II EIS to be completed. The cities of Champlin, Dayton, Maple Grove and Ramsey intend to solicit funding for these next steps. An eventual coalition group comprising of a larger number of cities may be formed. The North Metro Mayors Association has historically identified this project on their Legislative Priorities, and will serve as a resource to advocate for the project on behalf of its membership.

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 pay \$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.
- Fall of 2024 conversations with Metropolitan Transportation Services indicated the request would not be viewed as unreasonable by them. They noted that services are currently in the City of Anoka, therefore extending services to an adjacent city is more reasonable than creating a satellite service area. With funding for metropolitan transportation shifting to the State's operating budget, no additional property taxes would be levied to Ramsey properties for the expanded service.

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: 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
FY2014 - \$91,381
FY 2015 - \$110,352
FY 2016 - \$111,311
FY 2017 through 2025 - \$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 2022.
- The City should consider working with legislators to determine if there is an opportunity to revise the LGA formula in the future to provide greater resources to developing suburbs.
- 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.
- During the 2022 session, discussions occurred regarding updating the LGA formula. Based on a draft formula, Ramsey would have received funds.
- The most recent LGA adjustments left Ramsey with \$0 LGA contributions.

State-wide Policy Priority: Metropolitan Council Committee Membership

Support legislation that seeks to adjust Metropolitan Council Committee membership qualifications and membership determination. Currently there are 16 geographical Council Districts and one chair. Members are comprised of a representative who resides in the district they represent, with the chair serving at large. All members are interviewed by a nominating committee created by the governor, and the final appointment is determined by the governor.

CC Work Session

Meeting Date: 01/13/2026

Primary Strategic Plan Initiative:

Information

Title:

Consider Ramsey Christmas Market

Purpose/Background:

Mayor Heineman and Councilmember Specht requested this discussion.

The purpose of this discussion is to gather initial ideas related to organizing and hosting a Christmas Market.

Recommendation:

Provide consensus direction on general ideas for staff to research further.

Outcome/Action:

Provide consensus direction on general ideas for staff to research further.

Attachments

No file(s) attached.

Form Review

Inbox

Brian Hagen

Form Started By: Brian Hagen

Final Approval Date: 01/08/2026

Reviewed By

Brian Hagen

Date

01/08/2026 03:20 PM

Started On: 01/08/2026 12:49 PM

CC Work Session

Meeting Date: 01/13/2026

Primary Strategic Plan Initiative: Enhance City’s communication through transparency and accountability.

Information

Title:

Review Future Topics/Calendar

Purpose/Background:

The first attachment is the current list of future topics for work session discussions. 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. The second attachment includes Councilmember initiatives for future work session topics. Those items are up for discussion and, with consensus, will be added to the future topics list.

Recommendation:

For Council review - no formal action necessary.

Outcome/Action:

For Council review.

Attachments

Future Topics List

Councilmember Topic Requests

Form Review

Inbox

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 01/08/2026

Reviewed By

Brian Hagen

Date

01/08/2026 03:09 PM

Started On: 12/18/2025 10:37 AM

	<u><i>Tentative City Council Future Work Session Topics</i></u>	
Proposed Date	Topic	Minutes (Estimate)
2026		
01/27	Quarterly Police & Fire Update	
02/10	Local and Statewide Affordable Housing Aid Policy	
TBD	Water Treatment Facility Tour	90
04/28	Quarterly Police & Fire Update	
07/28	Quarterly Police & Fire Update	
08/25	Union Negotiations	
10/27	Quarterly Police & Fire Update	
TBD	City Facilities Tour	
TBD	Community Art Resource Guide	
TBD	Improve the Image of Ramsey Along the Hwy 10 Corridor Discussion	
TBD	Discuss Commercial Property Public Utility Connection Program	
TBD	Subdivision Code	
TBD	Hwy 10 Pedestrian Overpass	
TBD	Prevailing Wage Policy – CM: KB, EP	
TBD	Public Safety Deep Dive – CM: KB, CR	
TBD	Ramsey Christmas Market – CM: RH, DS	
TBD	Waterfront Venue Ideas – CM: RH, DS	

	<u><i>Councilmember Initiatives for Future Work Session Topics</i></u>
Proposed by CM	Topic
Buscher	Wage Theft Enforcement

CC Work Session**Meeting Date:** 01/13/2026**Primary Strategic Plan Initiative:** Enhance City's communication through transparency and accountability.**Information****Title:**

Updates on Items of Interest

Purpose/Background:

Below are various updates on items of interest. This case is being provided as an FYI with no specific discussion planned. Staff will be able to answer questions during the work session if needed. If there are any other specific topics City Council would like to add to the case, please let staff know.

Historic Townhall

A grant application has been submitted for \$40,000 to hire the necessary consultants to design plans to maintain the historic aspects for it to remain on the National Register of Historic Places, ADA accessibility and HVAC needs. Results of awarded funds will be released at the end of November 2025.

- No formal decision on awarded funds has been released. Staff has learned our project has received a recommendation to receive funding.
- The grant was awarded to Ramsey. Formal approval is on the regular council agenda for January 13, 2026.

Veterans Memorial/Park

Staff will meet to discuss opportunities through upcoming park projects. Staff will further identify and discuss community partner relationship to advance this effort.

Waterfront Park**Phase 1: Water Play Area**

- Approvals are underway to progress the project for completion on or about July 1, 2026.
- Sewer and water installation is occurring fall 2025.
- The bathroom/support building for the water play area was ordered fall 2025, anticipated delivery is March 2026.
- Council approved the Construction Manager at Risk contract with H+U Construction on October 28, 2025. The initial contract is to aid in finalizing design for bidding. An amended contract for the construction phase will come later.
- Council approved fall grading work at the November 10, 2025 meeting.
- Council approved purchasing owner procured items on the November 25, 2025 agenda. These items included tables, chairs, bike racks, benches, three pavilion structures, water meter and Adirondack chairs.
- Staff has requested authorization to purchase owner procured items on the November 25, 2025 agenda. These items include umbrellas, tables for the pavilions and trash receptacles.

Phase 2: Additional Building Structure on remaining open area

- As planning efforts on this downtown regional park progressed through the years, the intent has been to construct a community center at this park location along with the water play area.
- In 2024, the City Council held multiple discussions on the plan for the park, with the ultimate direction being to construct the park in two phases. The first phase would focus on the water play area that is currently under construction, and phase two would be the building to complement the remainder of the park.
- A future Work Session Topic is on the schedule to discuss phase 2.
- Past Meeting Discussions

- [April 9, 2024 Work Session Case](#)
- [April 9, 2024 Work Session Minutes](#)
- [April 23, 2024 Regular Council Meeting Case](#)
- [April 23, 2024 Regular Council Meeting Minutes](#)
- [July 23, 2024 Work Session Case](#)
- [July 23, 2024 Work Session Minutes](#)

Cannabis

Two pending retail locations are in the process of review by the Office of Cannabis Management. Following approval by the state, City Council will have a case to approve the Business License Registration.

- Ramsey's first business registration is on the January 13, 2026 consent agenda for approval. The business has satisfied state statute and building code requirements.

Outdoor Wood Burning Boiler

Per the direction of the City Council, the Environmental Planning Board (EPB) reviewed the City's current ordinance. Amendments will be brought to the EPB to update language related to current state regulations. Following the EPB's recommendation, City Council will have a case to adopt the amendments into the code.

Recommendation:

Outcome/Action:

No action required.

Attachments

No file(s) attached.

Form Review

Inbox

Brian Hagen

Form Started By: Brian Hagen

Final Approval Date: 01/08/2026

Reviewed By

Brian Hagen

Date

01/08/2026 03:20 PM

Started On: 01/08/2026 03:10 PM