

**City of Ramsey
Agenda
City Council Work Session
Tuesday, September 22, 2026
5:30 pm**

Lake Itasca Room, 7550 Sunwood Drive NW

Remote Attendance available at www.cityoframseymn.gov/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. Closed session pursuant to Minnesota Statute section 13D.05, subdivision 3(b) to discuss *Murray v. City of Ramsey* and the *Appeal of the Determination by City of Ramsey*
2. Responsible Contractor Acknowledgment for TIF Projects
3. 2026 Candidate Forums
4. Discussion Regarding Union Contract Negotiations (Discussion Closed to the Public)

3. Topics for Future Discussion

1. Review Future Topics/Calendar

4. Mayor/Council/Staff Input

1. Update on Outside Committees

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:** 09/22/2026**Primary Strategic Plan Initiative:**

Information**Title:**

Closed session pursuant to Minnesota Statute section 13D.05, subdivision 3(b) to discuss *Murray v. City of Ramsey* and the *Appeal of the Determination by City of Ramsey*

Purpose/Background:

The City Council will enter into closed session pursuant to Minnesota Statute section 13D.05, subdivision 3(b) to discuss *Murray v. City of Ramsey* and the *Appeal of the Determination by City of Ramsey that certain data about Karen Murray* with assigned counsel.

Recommendation:

Assigned counsel will review information with the City Council, and request direction as necessary.

Outcome/Action:

Based on discussion.

Attachments

No file(s) attached.

Form Review**Inbox**

Brian Hagen

Form Started By: Brian Hagen

Final Approval Date: 09/17/2026

Reviewed By

Brian Hagen

Date

09/17/2026 09:52 AM

Started On: 09/10/2026 08:44 PM

CC Work Session**Meeting Date:** 09/22/2026**Primary Strategic Plan Initiative:** Not Applicable**Information****Title:**

Responsible Contractor Acknowledgment for TIF Projects

Purpose/Background:

Previously, the City Council had discussions regarding Responsible Contractors as defined in Minn Stat 16C, subd. 3. As a whole, the City Council supports projects with city financial assistance to abide by the MN Statute.

Staff worked with the City Attorney to create language that could be added to the application for projects seeking Tax Financing Assistance acknowledging that they meet the criteria to be a "Responsible Contractor."

The proposed language to be added to the Business Assistance Application page 5 (signature page) reads:

"If Applicant is applying for Tax Financing Assistance with the City, then by checking the box below, the Applicant acknowledges and agrees that they meet the minimum criteria to be a "Responsible Contractor" as defined in Minn. Stat. 16C.285, subd. 3." A box to be checked would be added to the application.

Notification:

Not Applicable

Time Frame/Observations/Alternatives:

If consensus by City Council supports the language, it will be added to the application immediately.

Funding Source:

Not Applicable

Recommendation:

Consider the following:

1. Add the proposed language to the Business Assistance Application, as presented
2. Add language to the application with changes
3. Leave application as is
4. Something else

Outcome/Action:

Discuss the proposed language and provide staff with direction.

Attachments

Business Assistance Application

Form Review**Inbox**

Brian Hagen

Reviewed By

Brian Hagen

Date

09/17/2026 09:58 AM

Form Started By: Stephanie Hanson

Started On: 09/16/2026 01:50 PM

Final Approval Date: 09/17/2026

EXHIBIT A
BUSINESS ASSISTANCE APPLICATION

A. APPLICANT INFORMATION

Name of Corporation/Partnership _____

Address _____

Primary Contact _____

Address _____

Phone _____ Fax _____ E-mail _____

Type of business assistance requested (select one):

☐ Tax Abatement ☐ Tax Increment Financing ☐ Revolving Loan Fund ☐ Other

Have you been, or are you currently, involved in any bankruptcy proceedings or lawsuits related to other development projects with which you have been involved? If yes, please provide an explanation.

☐ Yes ☐ No

On a separate sheet, please provide the following:

- Brief description of the corporation/partnership's business, including history, principal product or service, etc. **Attach as Part 1.**
- List names of officers and shareholders/partners with more than five percent (5%) interest in the corporation/partnership. **Attach as Part 2.**
- Brief description of the proposed project. **Attach as Part 3.**
- A *but for* analysis and narrative. **Attach as Part 4.**
- Completed Revolving Loan Fund Application. **Attach as Part 5 if required.**

Attorney Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Contractor Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Engineer Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Architect Name _____

Address _____

Phone _____ Fax _____ E-mail _____

B. PROJECT INFORMATION

The project will be: (Check all that apply)

- ☐ Industrial: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
☐ Office/research facility: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
☐ Commercial: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
☐ Housing: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
☐ Other _____

The project will be: ☐ Owner Occupied ☐ Leased Space

- If leased space, please attach a list of names and addresses of future tenants and indicate the status of commitments or lease agreements. **Attach as Part 5.**

Project Address _____

- Include Legal Description and PID number(s). **Attach as Part 6.**

Site Plan Attached: ☐ Yes ☐ No

Current Real Estate Taxes on Project Site: \$ _____

Estimated Real Estate Taxes Upon Completion: Phase I \$ _____

Phase II	\$ _____
Phase III	\$ _____
Total	\$ _____

Construction Start Date: _____

Construction Completion Date: _____

If Phased Project:

_____	% Completed in _____ years
_____	% Completed in _____ years
_____	% Completed in _____ years

C. PUBLIC PURPOSE OBJECTIVES

It is the policy of the City and EDA of Ramsey that the business assistance should result in a public benefit as identified in items 1-10 below. Please indicate how the proposed project will accomplish this by checking the appropriate boxes. **Attach additional narrative as Part 7.**

- ☐ 1. To encourage redevelopment.
- ☐ 2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
- ☐ 3. To enhance and/or diversify the City's economic base.
- ☐ 4. To encourage additional unsubsidized private (re)development.
- ☐ 5. To remove blight and/or encourage (re)development of commercial and industrial areas.
- ☐ 6. To create housing opportunities.
- ☐ 7. To provide a diversity of housing.
- ☐ 8. To provide a variety of family housing ownership alternatives and housing choices.
- ☐ 9. To promote neighborhood stabilization and revitalization by the removal of blight and the upgrading of existing housing stock in residential areas.
- ☐ 10. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government.
 - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
 - Mitigation of project impact on the natural environment.

D. SOURCES & USES OF FUNDS

Attach additional information as Part 8

<u>SOURCES</u>	<u>AMOUNT</u>
Bank Loan	\$ _____
Other Loans	\$ _____
Owner Equity	\$ _____
Fed Grant/Loan	\$ _____
State Grant/Loan	\$ _____
Industrial Development Bonds	\$ _____
Tax Increment Financing	\$ _____
Tax Abatement	\$ _____
Revolving Loan Fund	\$ _____
Other	\$ _____
TOTAL	\$ _____

<u>USES</u>	<u>AMOUNT</u>
Land Acquisition	\$ _____
Site Development	\$ _____
Construction	\$ _____
Machinery & Equipment	\$ _____
Architectural/Engineering Fees	\$ _____
Debt Service Reserve	\$ _____
Contingencies	\$ _____
Other	\$ _____
TOTAL	\$ _____

Total Amount of business assistance requested from either Revolving Loan Fund, Abatement, Tax Increment Financing or another source: \$ _____

E. ADDITIONAL DOCUMENTATION AND CHECKLIST

Applicants will also be required to provide the following documentation.
All personal financial information will be kept private and confidential.

- ☐ 1. Written business plan or a description of the business, ownership/ management, date established, products and services, and future plans.
- ☐ 2. Financial statements for past two years, including profit and loss statements and balance sheets.
- ☐ 3. Two year financial projections.
- ☐ 4. Personal financial statements of all major shareholders (principals) including the most recent 2 years of tax returns. (If requested.)
- ☐ 5. Letter of commitment from other sources of financing, stating terms and conditions of their participation in the project.
- ☐ 6. Administrative fee of up to \$5,000. In addition to defraying the cost of staff time, the fee will be used to pay costs associated with processing this request for financial assistance such as legal, engineering and financial analysis. The City reserves the right to stop the processing of the request until additional fees are paid should the original amount be insufficient to pay such costs. That portion which remains unspent, if any, will be returned only if the project is denied approval.
- ☐ 7. Attach the following documentation:
 - _____ Part 1 – Corporation/Partnership Description
 - _____ Part 2 – List of Shareholders/Partners
 - _____ Part 3 – Description of Project
 - _____ Part 4 – *But For* Analysis
 - _____ Part 5 – List of Prospective Lessees (If requested)
 - _____ Part 6 – Legal Description, Property Identification Numbers, maps of the project area, and project renderings
 - _____ Part 7 – Public Purpose Narrative
 - _____ Part 8 – Sources & Uses of Funds – Additional Information

The undersigned certifies that all information provided in this application is true and correct to the best of the undersigned's knowledge. The undersigned authorizes the City and EDA of Ramsey to check credit references, verify financial and other information, and share this information with other political subdivisions as needed. The undersigned also agrees to provide any additional information as may be requested by the City after the filing of this application.

Applicant Name _____ Date _____

By _____

Its _____

EXHIBIT B
BUSINESS ASSISTANCE REVIEW WORKSHEET
FOR COMMERCIAL/INDUSTRIAL PROJECTS
TO BE COMPLETED BY APPLICANT AND CITY STAFF

A. The project meets which of the following objectives as set forth in Section C of the Business Assistance policy:

- ☐ 1. To encourage redevelopment.
- ☐ 2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
- ☐ 3. To enhance and/or diversify the City's economic base.
- ☐ 4. To encourage additional unsubsidized private (re)development.
- ☐ 5. To remove blight and/or encourage (re)development of commercial and industrial areas.
- ☐ 6. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government.
 - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
 - Mitigation of project impact on the natural environment.

B. Ratio of Private to Public Investment in Project:

Points:

\$ _____	Private Investment	5:1	<u>5</u>
\$ _____	Public Investment	4:1	<u>4</u>
_____	Ratio Private : Public Financing	3:1	<u>3</u>
		2:1	<u>2</u>
		Less than 2:1	<u>1</u>

C. Job Creation:

Points:

_____	Net <i>new</i> jobs (minimum 40 hours per week) or fulltime equivalents		<u> </u>
		50+	<u>5</u>
		20+	<u>4</u>
		10+	<u>3</u>
		5+	<u>2</u>
		Less than 2	<u>1</u>

D. Wage Level of jobs created:

Points:

Average hourly wage	Over \$21/hour	<u>5</u>
Of <i>new</i> jobs _____	\$18-21/hour	<u>4</u>
	\$14-17/hour	<u>3</u>
	\$10-13/hour	<u>2</u>
	Under \$10/hour	<u>1</u>

E. Ratio Of Business Assistance To New Jobs Created:

\$ _____ Business assistance requested
_____ Number of net *new* jobs created
\$ _____ of business assist. per net *new* job created

Points:

\$5,000 or less 5
\$15,000 or less 4
\$25,000 or less 3
\$50,000 or less 2
Over \$75,000 1

F. Project size:

The project will result in the construction
of _____ square feet

Points:

75,000+ 5
50,000+ 4
25,000+ 3
10,000+ 2
5,000 or less 1

G. Type of Project:

_____ 100% Owner Occupied
_____ Mix Owner Occupied & Investment
_____ Investment Property

Points:

5
3
1

H. Likelihood that the project will result in unsubsidized, spin-off development:

_____ High
_____ Moderate
_____ Low

Points:

5
3
1

I.

Sub-Total Points _____ **of a possible 35 points.**

Bonus Points

The project will be 100% *pay-as-you-go* financing.
The project is a redevelopment project.

Bonus Points:

3
3

Total Points: _____

Overall project analysis:	High	35 points
	Moderate	25 points
	Low	15 points
	Not Eligible	5 points

CC Work Session**Meeting Date:** 09/22/2026**Primary Strategic Plan Initiative:**

Information**Title:**

2026 Candidate Forums

Purpose/Background:

Mayor Heineman and Councilmember Olson requested this discussion.

Background

In 2024, Ramsey City Council provided consensus support to coordinate a Meet the Candidates Forum. The purpose for the City coordinated forum was to provide an opportunity for the public to be present in person during the forum, and to submit their questions to the candidates. Races included in the forum were the Mayor and local City Council seats, County Commissioner and State Representative (the State Senate seat was not on the ballot). The cost for the City to coordinate and host an open forum was in-kind staff time, volunteered time by the moderator and \$200 paid to the audio/visual operator.

Currently, candidate forum opportunities for City Council seats are coordinated through the League of Women Voters and filmed for viewing by the audience via QCTV. This forum is not open to the public for in-person attendance. However, voters are able to submit their questions ahead of time for potential use to the candidates.

Recommendation:

Staff holds no recommendation.

Outcome/Action:

Provide consensus support on whether the City coordinates/hosts candidate forums for the November 2026 General Election.

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

Brian Hagen

Reviewed By

Brian Hagen

Date

09/17/2026 09:53 AM

Form Started By: Brian Hagen

Started On: 09/14/2026 02:37 PM

Final Approval Date: 09/17/2026

CC Work Session**Meeting Date:** 09/22/2026**Primary Strategic Plan Initiative:** Strive for high organizational morale and employee retention.**Information****Title:**

Discussion Regarding Union Contract Negotiations (Discussion Closed to the Public)

Purpose/Background:

The purpose of this discussion is to update the City Council on the status of negotiations for the City's five contracts and to gather Council feedback to guide the next phase of negotiations.

Per Minnesota Statutes 13D.03, which states: "The governing body of a public employer may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25, staff is requesting that the City Council go into closed session to discuss the City's labor negotiations strategy.

At this time, City staff met with all the unions, including the American Federation of State, County, and Municipal Employees (AFSCME), Law Enforcement Labor Services (LELS) Patrol group, LELS Sergeants, LELS Captains group and the LELS Crime Data Analysts groups. Tonight's discussion will focus on the LELS Sergeants' group and AFSCME. Staff will provide a detailed update on all negotiations.

Supporting documentation will be distributed and recollected at the meeting.

Time Frame/Observations/Alternatives:

Up to 20 minutes

Funding Source:

Not applicable at this time.

Recommendation:**Outcome/Action:**

For the City Council to provide staff with direction regarding how to proceed with contract negotiations.

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

Brian Hagen

Form Started By: Colleen Lasher

Final Approval Date: 09/17/2026

Reviewed By

Brian Hagen

Date

09/17/2026 09:55 AM

Started On: 09/16/2026 12:59 PM

CC Work Session**Meeting Date:** 09/22/2026**Primary Strategic Plan Initiative:** Enhance City's communication through transparency and accountability.

Information**Title:**

Review Future Topics/Calendar

Purpose/Background:

The 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.

Recommendation:

For Council review - no formal action necessary.

Outcome/Action:

For Council review.

Attachments

Future Topics List

Form Review**Inbox**

Brian Hagen

Reviewed By

Brian Hagen

Date

09/17/2026 09:54 AM

Form Started By: Katie Schmidt

Started On: 09/15/2026 02:27 PM

Final Approval Date: 09/17/2026

Tentative City Council Future Work Session Topics		
Proposed Date	Topic	Minutes (<i>Estimate</i>)
2026		
10/13	2050 Comprehensive Plan Update	90
10/27	Quarterly Police & Fire Update	
10/27	CIP	
10/27	Review 2027 Proposed Rates, Fees and Charges	
10/27	Charter Commission Recruitment Update	5
11/10	Final Budget Review	
11/10	Hwy 10 Code Compliance Update	
TBD	Follow up Discussion: Drone Assisted Response and Automated License Plate Reader Pilot Project	
TBD	Data Center Ordinance	
TBD	Facility Tour – Public Works	
TBD	Facility Tour – Fire Station 1 and 2	
TBD	Discuss Commercial Property Public Utility Connection Program	
TBD	Subdivision Code	

CC Work Session**Meeting Date:** 09/22/2026**Primary Strategic Plan Initiative:** Enhance City's communication through transparency and accountability.**Information****Title:**

Update on Outside Committees

Purpose/Background:

This case will be added to the second work session meeting every other month. This provides an opportunity for the full Council to receive an update on outside committees from the Councilmembers who serve on those committees.

Outside Committees:

Anoka County Fire Protection Council (ACFPC)
 Anoka County Joint Law Enforcement Council (JLEC)
 Fire Relief Association
 Lower Rum River Watershed Management Organization (LRRWMO)
 North Metro Mayors Association
 Twin Cities Gateway Board
 Quad Cities Cable Communications Commission (QCTV)

Recommendation:

For Council Discussion - no formal action necessary.

Outcome/Action:

For Council Review.

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

Brian Hagen

Reviewed By

Brian Hagen

Date

09/17/2026 09:54 AM

Form Started By: Katie Schmidt

Started On: 09/15/2026 02:29 PM

Final Approval Date: 09/17/2026