City of Ramsey
Agenda
Regular City Council
Tuesday October 23, 2012
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

1) Mayor Ramsey will read the Resolution Proclaiming Homelessness Awareness Month. Council will adopt the resolution under the Consent Agenda.

3. Citizen Input

4. Consent Agenda

1. Receive Cash & Investments for Period Ending September 30, 2012

2. Note the Following Boards and Commission Meeting Minutes:

Planning Commission Meeting Minutes Dated September 6, 2012
Economic Development Authority Special Meeting Minutes Dated September 2, 2012
Economic Development Authority Meeting Minutes Dated September 13, 2012

3. Approve Request to Declare Surplus Property

4. Approve the Following Meeting Minutes:
1) City Council Work Session - October 2, 2012
2) City Council Work Session - October 9, 2012
3) City Council Regular Session - October 9, 2012

5. Authorization to make application for Shared Fire Service Grant opportunity

6. Schedule Canvassing Board for Tuesday, November 13, 2012

7. Adopt Resolution #12-10-XXX Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 5, 2012 through October 16, 2012

8. Adopt Resolution 12-10-XXX Authorizing Partial Payment to Knutson Construction for IP 10-22 Ramsey Municipal Parking Ramp, Phase II

9. Adopt Resolution 12-10-XXX Authorizing Partial Payment to Julian M. Johnson Construction for IP 12-24; 2012 Storm Sewer Improvements Division B

10. Adopt Resolution 12-10-XXX Authorizing Partial Payment to North Valley Inc for IP 12-23; Alpine Drive Reconstruction

11. Adopt Resolution 12-10-XXX; Authorizing Partial Payment to North Pine Aggregates Inc. for IP 12-20; CSAH 83 (Armstrong Boulevard) - Sunwood Drive

12. Adopt Resolution #12-10-XXX Adopting Findings of Fact #__ Relating to a Request from Lake Region RV to Permit Motor Vehicle Sales in the B-2 Highway Business District at the Properties Located at 7815 Riverdale Drive NW; and Adopt Resolution #12-10-XXX Approving the Issuance of the CUP and Declaring Terms of Same.

13. Adopt Resolution #12-10-XXX Proclaiming November Homelessness Awareness Month

14. Adopt Resolution #12-10-XXX Appointing Election Judges for the General Election on November 6, 2012

15. Report from the Personnel Committee - Meeting Date: October 9, 2012.

5. Approve Agenda

6. Public Hearing

1. PUBLIC HEARING (continued): Consider Extension or Revocation of a Conditional Use Permit for Motor Vehicle Sales at 8175 Riverdale Dr NW; Case of Quality RV

7. Council Business

1. Consider Selection of Consulting Firm for Analysis of a Full Service, Year-Round Recycling Drop-Off Center and Non-Site Specific Plan Development

2. Request for Final Plat Review of NORTHGATE ADDITION (Minor Plat) and Request for Site Plan Review and Conditional Use Permit for Northgate Performing Arts Center at the North East Intersection of Sunwood Drive and Peridot St; Case of PSD, LLC and Northgate Church

3. Receive Bids and Authorize Contract for City Project #12-28 Rum River Hills Storm Sewer Improvements

4. Sunwood Drive Project - Consider Change Order #4

5. Consider Change Order #5 - Sunwood Drive (Sunwood Retail Improvements)

6. Consider Ordinance to Amend City Code Section 117-118 (The COR) Approving Amendment to The COR Design Framework Related to Off-Street Parking, Signs, Parks and Trails, and Sub-District Boundaries

7. Approve Additional Services – Sunwood Drive Construction Administration

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **4. 1.**

Meeting Date: 10/23/2012

By: Diana Lund, Finance

Information

Title:

Receive Cash & Investments for Period Ending September 30, 2012

Background:

Report on the City's cash and investments for the period ending September 30, 2012. Cash balances graph reflects the changes in cash balances on the city's major funds for the period ending September 30, 2012 in comparison to year-ending December 31, 2011. December 31, 2011 numbers reflect final audited numbers.

Council Action:

None required. Informational only.

Attachments

Cash & Investments for Period Ending September 30, 2012

Cash Balances on Major City Funds - September 30, 2012

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 10:46 AM

Form Started By: Diana Lund Started On: 09/26/2012 11:20 AM

Final Approval Date: 10/18/2012

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended September, 2012

	September-12 CURRENT MONTH	2012 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE	$ 40,739,201.75	$ 45,949,302.73
CASH INFLOWS:		
Daily Deposit	125,697.79	4,501,023.28
Tax Settlements		6,271,397.42
U/B Receipts	172,866.32	2,596,113.17
Credit Cards	41,251.06	306,038.04
Interest Earnings [Net of Interest Paid on Investments]	51,547.28	687,955.30
Bond Proceeds	-	12,137.35
TOTAL CASH INFLOW	$ 391,362.45	$ 14,374,664.56
TOTAL CASH AVAILABLE	$ 41,130,564.20	$ 60,323,967.29
CASH OUTFLOWS:		
Prepaid Checks	292,697.73	$ 5,089,199.50
Bills Lists	666,318.45	4,800,579.58
F&C Draws	-	781,853.68
Ramsey Rail - Northstar	-	3,562,500.00
Pay Estimates	477,484.70	3,506,527.73
Credit Cards	2,355.76	9,545.43
Payroll - Net	233,628.25	2,569,810.96
Flex Reimbursement	2,941.85	58,145.17
Void Checks/Dormant Checks Paid	-	(13,705.08)
Debt Service		503,663.33
Miscellaneous [Bank Charges; etc.]	67.00	776.53
TOTAL CASH OUTFLOW	$ 1,675,493.74	$ 20,868,896.83
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 39,455,070.46**	**$ 39,455,070.46**
MEMO - NET 2012 CASH INFLOW (OUTFLOW)	**(1,284,131.29)**	**(6,494,232.27)**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	**$ 32,875,853.93**	**$ 42,230,022.32**
Purchases	200,000.00	13,584,000.00
Maturities/Sales	(3,263,115.15)	(26,001,283.54)
ENDING BALANCE	**$ 29,812,738.78**	**$ 29,812,738.78**

Prepared by the City of Ramsey Finance Department
10/17/2012

2012 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2012	PURCH 2012	SOLD/ MATURE 2012	BV PRIN BAL 12/31/2012	PAR	YTM
031029	9/15/2012	Landmark	CD-Landmark	old-12456 new-13672	317,299.14			317,299.14	256,633	1.50%
								317,299.14		
120320	9/20/2012	4M	Term Series 4M			2,000,000.00	2,000,000.00	0.00	2,000,000	0.13%
110714A	1/12/2012	4M	Term Series 4M		2,000,000.00		2,000,000.00	0.00	2,000,000	0.20%
111220A	3/20/2012	BOW	CD-BOW		1,000,000.00		1,000,000.00	0.00	1,000,000	0.44%
111220B	6/20/2012	BOW	CD-BOW		2,000,000.00		2,000,000.00	0.00	2,000,000	0.72%
111230	3/30/2012	BOW	CD-BOW		2,000,000.00		2,000,000.00	0.00	2,000,000	0.38%
110714C	1/13/2012	BOW	CD-BOW	102992	1,000,000.00		1,000,000.00	0.00	1,000,000	0.26%
110714D	4/13/2012	BOW	CD-BOW	102993	1,000,000.00		1,000,000.00	0.00	1,000,000	0.32%
110727	1/27/2017	BOW	FHLB	313374T34-0V0	500,000.00		500,000.00	0.00	500,000	2.35%
091229D	12/29/2014	BOW	FFCB	31331JAN3	1,000,000.00		0.00	1,000,000.00	1,000,000	2.75%
100305	3/5/2015	BOW	FFCB	31331JFY4	1,000,000.00		1,000,000.00	0.00	1,000,000	2.75%
100723	7/23/2015	BOW	FNMA	3134G1MG6062	1,000,000.00		1,000,000.00	0.00	1,000,000	2.45%
								1,000,000.00		
101227	12/17/2012	ICD SEC	CD-ALLY BANK	02005QBU6	176,000.00		0.00	176,000.00	176,000	0.85%
081028	10/28/2013	ICD SEC	CD-AMERICAN CHA	27006	100,000.00		0.00	100,000.00	100,000	5.50%
110609	6/9/2014	ICD SEC	CD-AMERICAN EXPI	02587DAX6	250,000.00		0.00	250,000.00	250,000	1.25%
100812A	8/13/2012	ICD SEC	CD-AMERICAN PLUS	58469	100,000.00		100,000.00	0.00	100,000	1.10%
101229B	6/29/2012	ICD SEC	CD-AURORA BANK	05155TAL2	150,000.00		150,000.00	0.00	150,000	70.00%
110803A	2/4/2013	ICD SEC	CD-BANCO POPULA	05967EGL7	200,000.00		0.00	200,000.00	200,000	0.65%
091217C	6/17/2012	ICD SEC	CD-BANK OF AMERI	3510	150,000.00		150,000.00	0.00	150,000	2.60%
091203	12/3/2014	ICD SEC	CD-BANK OF AMERI	3510	100,000.00		0.00	100,000.00	100,000	3.50%
111221B	10/23/2013	ICD SEC	CD-BANK OF CHINA	06425HVS3	100,000.00		0.00	100,000.00	100,000	1.10%
110629B	12/28/2012	ICD SEC	CD-BANK OF CHINA	06425P4P0	146,000.00		0.00	146,000.00	146,000	0.75%
081223	12/23/2013	ICD SEC	CD-BANK OF HOLLA	34862	100,000.00		0.00	100,000.00	100,000	4.95%
081009	10/9/2013	ICD SEC	CD-CAPITOL CITY B	33938	100,000.00		0.00	100,000.00	100,000	5.25%
110831	2/28/2014	ICD SEC	CD-CIT BANK	172854AWZ7	200,000.00		0.00	200,000.00	200,000	1.05%
110803C	2/4/2013	ICD SEC	CD-CITIZEN BANK C	57282	100,905.75		100,000.00	905.75	100,000	0.60%
100114	1/17/2012	ICD SEC	CD-COMMERCIAL B	17225	150,000.00		150,000.00	0.00	150,000	1.60%
090220B	2/21/2012	ICD SEC	CD-COMMONWEAL	57201	100,000.00		100,000.00	0.00	100,000	2.80%
110930	9/30/2013	ICD SEC	CD-COMPASS BANK	20449E3C8	100,000.00		0.00	100,000.00	100,000	1.00%
111014	10/21/2013	ICD SEC	CD-COMPASS BANK	20449E3Z7	100,000.00		0.00	100,000.00	100,000	1.05%
110629A	7/1/2013	ICD SEC	CD-DISCOVER BANI	254670G48	248,000.00		0.00	248,000.00	248,000	0.85%
101221	12/23/2013	ICD SEC	CD-DORAL BANK	25811LYN3	249,000.00		0.00	249,000.00	249,000	1.45%
110318	9/18/2012	ICD SEC	CD-FIRST BANK OF	337624U40	100,000.00		100,000.00	0.00	100,000	1.00%
120123	1/23/2015	ICD SEC	CD-STATE BANK OF	33664		100,000.00	0.00	100,000.00	100,000	1.10%
120131	1/30/2015	ICD SEC	CD-SAFRA NATIONA	786584YA2		150,000.00	0.00	150,000.00	150,000	1.00%
120210	8/12/2013	ICD SEC	CD-BMW BANK	05568PV46		100,000.00	0.00	100,000.00	100,000	0.60%
120711	7/11/2014	ICD SEC	CD-ALLY BANK	02005QM67		73,000.00	0.00	73,000.00	73,000	0.90%
120713	7/12/2013	ICD SEC	CD-BANK OF BAROI	060624JZ7		249,000.00	0.00	249,000.00	249,000	0.45%
120718	11/18/2013	ICD SEC	CD-APPLE BANK FO	037830MN3		78,000.00	0.00	78,000.00	78,000	0.45%
120208A	5/8/2013	ICD SEC	CD-BEAL BANK USA	07370SK20		249,000.00	0.00	249,000.00	249,000	0.40%
120208B	2/7/2013	ICD SEC	CD-SOVEREIGN BAN	84603MV29		249,000.00	0.00	249,000.00	249,000	0.40%
120808	8/8/2013	ICD SEC	CD-GOLDMAN SACI	38143AX46		48,000.00	0.00	48,000.00	48,000	0.45%
120810	8/9/2013	ICD SEC	CD-FIRST BANK OF	33764JJA4		150,000.00	0.00	150,000.00	150,000	0.50%
120815	8/15/2014	ICD SEC	CD-SALLIE MAE BAI	795450NU5		249,000.00	0.00	249,000.00	249,000	0.90%
120817B	8/18/2014	ICD SEC	CD-GE CAPITAL BAI	36161TDW2		49,000.00	0.00	49,000.00	49,000	0.90%
120307	4/8/2013	ICD SEC	CD-SAFRA NATIONA	786580A59		100,000.00	0.00	100,000.00	100,000	0.35%
120411	4/10/2013	ICD SEC	CD-BANK OF INDIA	06782D20		100,000.00	0.00	100,000.00	100,000	0.45%
120427	7/29/2013	ICD SEC	CD-PRIVATEBANK &	742676SB4		100,000.00	0.00	100,000.00	100,000	0.35%
120621	6/21/2013	ICD SEC	CD-BANK BALBAO	059457UY5		150,000.00	0.00	150,000.00	150,000	0.50%
120629	7-113	ICD SEC	CD-STATE BANK OF	33664		100,000.00	0.00	100,000.00	100,000	0.80%
120905	9/5/2014	ICD SEC	CD-GOLDMAN SACI	38143AA62		50,000.00	0.00	50,000.00	100,000	0.60%
120906	3/6/2014	ICD SEC	CD-ALLY BANK	02005QR47		50,000.00	0.00	50,000.00	100,000	0.90%
120926	9/26/2013	ICD SEC	CD-BANK HAPOALII	062S1AYM6		100,000.00	0.00	100,000.00	100,000	0.50%
091229A	7/2/2012	ICD SEC	CD-FIRST BANK OF	30387	150,000.00		150,000.00	0.00	150,000	2.15%
070129	1/30/2012	ICD SEC	CD-FIRST NATIONAI	9995998P1	100,000.00		100,000.00	0.00	100,000	5.80%
100602B	7/31/2012	ICD SEC	CD-GATEWAY BANI	35160	100,000.00		100,000.00	0.00	100,000	1.60%
110225	2/25/2013	ICD SEC	CD-GE CAPITAL FIN	3616OTQJ8	200,000.00		0.00	200,000.00	200,000	0.95%
110513	8/13/2012	ICD SEC	CD-GE MONEY BAN	36159CA63	200,000.00		200,000.00	0.00	200,000	0.65%
111121A	10/23/2013	ICD SEC	CD-GOLDMAN SACI	38143AEB7	100,000.00		0.00	100,000.00	100,000	1.10%
070702	7/2/2012	ICD SEC	CD-JP Morgan Chase (	32633	100,000.00		100,000.00	0.00	100,000	5.45%
071009	10/9/2012	ICD SEC	CD-KEYBANK NATI	21366	100,000.00		0.00	100,000.00	100,000	5.60%
110629C	4/29/2014	ICD SEC	CD-LAKESIDE BANI	51210SG47	249,000.00		0.00	249,000.00	249,000	1.00%
090122A	1/23/2012	ICD SEC	CD-MACON BANK	31445	100,000.00		100,000.00	0.00	100,000	3.05%
110613	12/13/2013	ICD SEC	CD-MEDALLION BA	58403BUW4	100,000.00		0.00	100,000.00	100,000	1.10%

2012 CASH AND INVESTMENT ACTIVITY

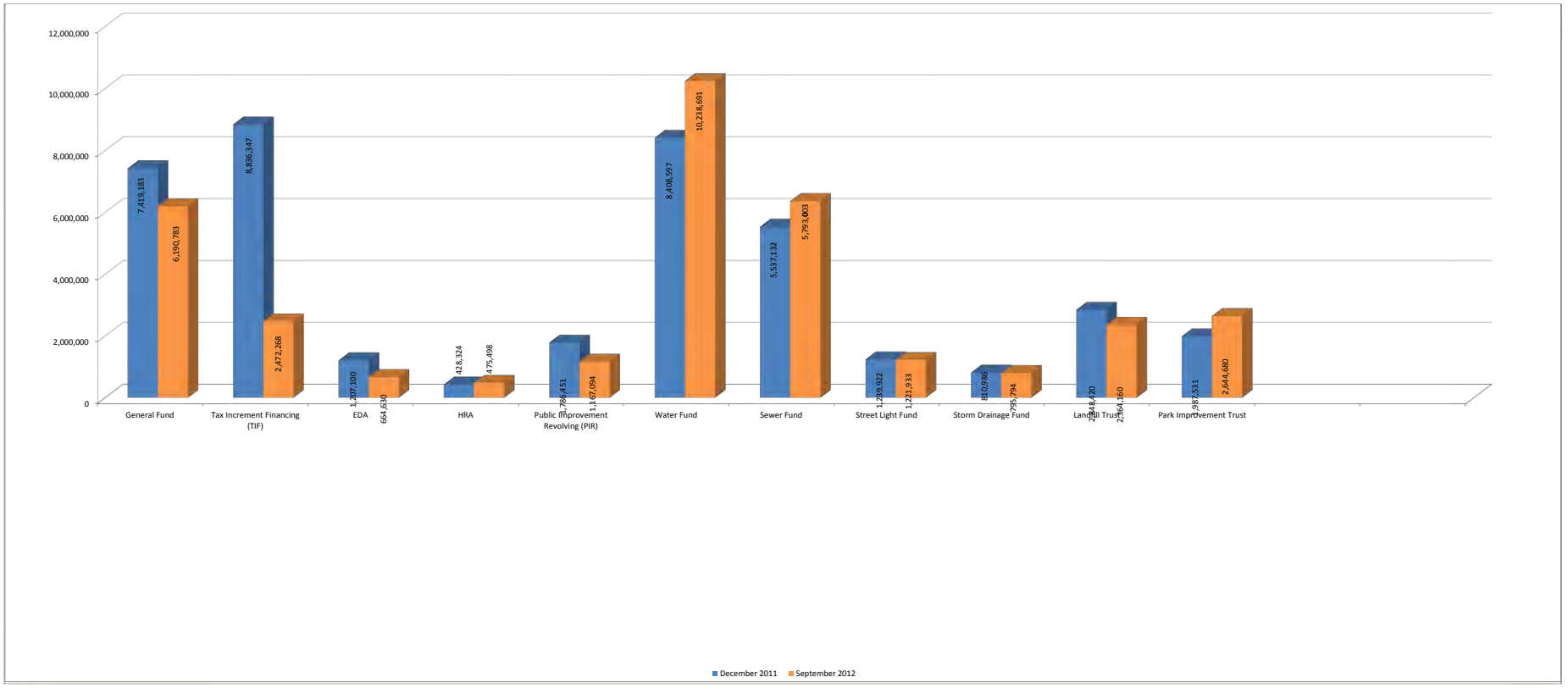
CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2012	PURCH 2012	SOLD/ MATURE 2012	BV PRIN BAL 12/31/2012	PAR	YTM
090423	4/23/2012	ICD SEC	CD-NORTHBROOK E	57082	100,000.00		100,000.00	0.00	100,000	2.60%
071030D	10/22/2012	ICD SEC	CD-NOVA SAVINGS	27148	100,000.00		0.00	100,000.00	100,000	5.55%
100202	2/2/2012	ICD SEC	CD-Oriental B&T (EUI	27150	100,000.00		100,000.00	0.00	100,000	1.75%
080103B	1/3/2012	ICD SEC	CD-PNC Bank (NATIC	6557	100,000.00		100,000.00	0.00	100,000	5.05%
090528F	5/29/2012	ICD SEC	CD-R-G PREMIER BA	23018	250,000.00		250,000.00	0.00	250,000	3.00%
071114	11/13/2012	ICD SEC	CD-SAIGON NATION	57974	100,000.00		0.00	100,000.00	100,000	5.35%
110628	6/28/2012	ICD SEC	CD-STATE BANK OF	33664	100,000.00		100,000.00	0.00	100,000	0.85%
110119	1/20/2012	ICD SEC	CD-STATE BANK OF	33664	150,000.00		150,000.00	0.00	150,000	0.85%
070829	8/30/2012	ICD SEC	CD-TEXAS STATE BANK		100,000.00		100,000.00	0.00	100,000	5.90%
100602A	6/4/2012	ICD SEC	CD-UNION NATIONA	03661	100,000.00		100,000.00	0.00	100,000	1.50%
110921	3/21/2013	ICD SEC	CD-GOLDMAN SACI	3814265W1	100,000.00		0.00	100,000.00	100,000	0.65%
111005	10/5/2026	ICD SEC	CD-WELLS FARGO E	949748K97	150,000.00		0.00	150,000.00	150,000	3.00%
;081212I	12/12/2013	ICD SEC	CD-WORLDS FOREM	57079	100,000.00		0.00	100,000.00	100,000	4.95%
090331	4/2/2012	ICD SEC	CD-YADKIN VALLE'	19861	100,000.00		100,000.00	0.00	100,000	2.60%
								5,962,905.75		
090102A	1/25/2033	Com Sec	FNR 2003-19 ME	31392JJG5	64,545.19		17,604.18	46,941.01	165,176	3.95%
090102B	12/25/2018	Com Sec	FNR 2003-120 BY	31393UGR8	191,156.41		48,488.48	142,667.93	200,000	3.98%
080128C	1/15/2038	Com Sec	FHR 3404 JC	31397PTH3	385,807.83		108,339.36	277,468.47	1,000,000	4.74%
080128F	7/6/2012	Com Sec	CD-INDEPENDENT E	45383XBJ7'	100,000.00		100,000.00	0.00	100,000	4.10%
								467,077.41		
081119B	2/1/2012	Northland	ELK RIVER SCHOOL	287425-xm-9	95,000.00		95,000.00	0.00	95,000	5.00%
120214A	9/1/2017	Northland	TAOS NEW MEX SD	876014-FV-8		175,000.00	0.00	175,000.00	175,000	4.63%
120214B	2/1/2012	Northland	ST FRANCIS ISD#15	789466-PU-7		250,000.00	0.00	250,000.00	250,000	4.40%
120215A	2/1/2012	Northland	MINNETONKA ISD #	604195-SB-4		50,000.00	0.00	50,000.00	50,000	5.20%
120215B	2/1/2012	Northland	CEDAR RAPIDS IO T	150528-JU-2		50,000.00	0.00	50,000.00	50,000	4.55%
120215C	2/1/2012	Northland	WESTERN LAKE SUI	958522-WV-4		100,000.00	0.00	100,000.00	100,000	3.15%
120308A	12/1/2020	Northland	SHOREWOOD WIS T.	825230-KU-8		150,000.00	0.00	150,000.00	150,000	2.50%
120308B	12/1/2022	Northland	SHOREWOOD WIS T.	825230-KW-4		150,000.00	0.00	150,000.00	150,000	2.80%
120308C	12/1/2027	Northland	SHOREWOOD WIS T.	825230-LB-9		225,000.00	0.00	225,000.00	225,000	3.25%
120308D	12/1/2028	Northland	SHOREWOOD WIS T.	825230-LC-7		465,000.00	0.00	465,000.00	465,000	3.15%
120321	3/1/2022	Northland	MADISION WI SCHO	558495-KN-6		500,000.00	0.00	500,000.00	500,000	2.50%
120606A	6/1/2023	Northland	CEDAR RAPIDS IO T	150528-PA-9		140,000.00	0.00	140,000.00	140,000	2.70%
1209606B	6/1/2022	Northland	CEDAR RAPIDS IO T	150528-N2-6		135,000.00	0.00	135,000.00	135,000	2.50%
081218A	2/1/2012	Northland	CHASKA MN ISD #11	161681-RG-8	250,000.00		250,000.00	0.00	250,000	4.40%
090827	2/1/2012	Northland	MANKATO MN ISD#	563690-MP-8	505,000.00		505,000.00	0.00	505,000	2.20%
090217A	3/1/2012	Northland	STILLWATER ISC #8.	860758-PW-5	315,000.00		315,000.00	0.00	315,000	2.65%
080415	4/1/2012	Northland	BURLINGTON AREA	121493-6T-1	115,000.00		115,000.00	0.00	320,000	4.20%
110324	4/1/2012	Northland	NORTHLAND PINES	666509-GU-2	150,000.00		150,000.00	0.00	150,000	5.20%
110816A	10/1/2016	Northland	WESTIN LAKE SUPE	958522-WR-1	350,000.00		0.00	350,000.00	350,000	2.10%
111031	6/1/2018	Northland	RACINE WIS TAXAB	750021-6D-4	755,000.00		0.00	755,000.00	755,000	2.10%
110816B	10/1/2017	Northland	WESTIN LAKE SUPE	958522-WS-9	350,000.00		0.00	350,000.00	350,000	2.50%
110602	7/5/2014	Northland	ELKHART, IN COMM	287515-SF-8	250,000.00		0.00	250,000.00	250,000	5.75%
110608	2/1/2019	Northland	WADENA MN BAB	930217-JD-7	95,000.00		0.00	95,000.00	95,000	3.94%
110714B	10/1/2016	Northland	WAUWATO WIS REF	943504-R2-8	300,000.00		0.00	300,000.00	300,000	1.90%
110913A	12/1/2015	Northland	APPLETON MN TAX.	03805A-KR-8	140,000.00		0.00	140,000.00	140,000	1.60%
110913B	12/1/2016	Northland	APPLETON MN TAX.	038051-KS-6	110,000.00		0.00	110,000.00	110,000	2.00%
110715	10/22/2014	Northland	CD-BMW BANK	05568P-YZ-4	147,000.00		0.00	147,000.00	147,000	1.55%
101230B	4/1/2012	Northland	LACROSSE CTY WIS	502606-QS-8	100,000.00		100,000.00	0.00	100,000	1.00%
101223	6/1/2012	Northland	LINN CTY IOWA TA2	535783-FY-5	465,000.00		465,000.00	0.00	465,000	0.85%
080707	12/1/2012	Northland	LACROSSE WI TAX	502768-B8-6	135,000.00		0.00	135,000.00	135,000	5.09%
090630A	12/30/2012	Northland	MCGREGOR ISD #00	580705-GK-1	100,000.00		0.00	100,000.00	100,000	2.75%
040518	2/1/2013	Northland	FNMA 254663	31371K-Z4-6	8,004.83		6,345.98	1,658.85	272,453	3.77%
090212A	2/1/2013	Northland	ROSEMOUNT ISD#19	777594-WW-8	150,000.00		0.00	150,000.00	150,000	3.00%
090820A	2/1/2013	Northland	LACQUI PARLE VAL	505468-AH-1	115,000.00		0.00	115,000.00	115,000	2.65%
090213B	6/1/2013	Northland	ILLINOIS ST PENSIO	452151-LA-9	345,000.00		0.00	345,000.00	345,000	3.85%
080828B	8/28/2013	Northland	CD-NATIONAL REP I	63736Q-JT-9	97,000.00		0.00	97,000.00	97,000	4.95%
090420A	11/1/2013	Northland	BURLINGTON VT PU	122062-MJ-8	125,000.00		0.00	125,000.00	125,000	3.26%
080731	12/15/2013	Northland	BEAVER CITY PA TA	074851-MQ-6	125,000.00		0.00	125,000.00	125,000	5.00%
100106	12/15/2013	Northland	FOX VALLEY PK DIS	351592-GC-8	400,000.00		0.00	400,000.00	400,000	2.06%
080324	12/30/2013	Northland	WHEATON IL PK TA	96257-PB-0	475,000.00		0.00	475,000.00	475,000	4.15%
090630B	12/30/2013	Northland	MCGREGOR ISD #00	580705-GM-7	100,000.00		0.00	100,000.00	100,000	3.00%
090212B	2/1/2014	Northland	ROSEMOUNT ISD#19	777594-WX-6	300,000.00		0.00	300,000.00	300,000	3.50%
090715A	2/1/2014	Northland	MOWER CTY MIN JA	624662-AH-5	515,000.00		0.00	515,000.00	515,000	3.80%
090820B	2/1/2014	Northland	LACQUI PARLE VAL	505468-AJ-7	120,000.00		0.00	120,000.00	120,000	3.15%
080425A	3/1/2014	Northland	DAUPHIN COUNTY I	238253-RU-4	150,000.00		0.00	150,000.00	150,000	5.00%
090217B	3/1/2014	Northland	STILLWATER ISC #8.	860758-PY-1	200,000.00		0.00	200,000.00	200,000	3.40%
100223B	4/1/2014	Northland	WINNEBAGO CITY V	974603-MZ-2	200,000.00		0.00	200,000.00	200,000	2.10%
080507	5/1/2014	Northland	FREEPORT NE ELEC	356730-T7-6	110,000.00		0.00	110,000.00	110,000	4.50%
090528B	5/28/2014	Northland	CD-SUNTRUST BANI	86789V-HM-2	100,000.00		0.00	100,000.00	100,000	4.00%
091103	6/1/2014	Northland	GRIMES IOWA BABS	398526-FV-O	120,000.00		0.00	120,000.00	120,000	3.25%
110201A	6/1/2014	Northland	WINDSOR HTS IOWA	973602-KR-5	255,000.00		0.00	255,000.00	255,000	1.35%

2012 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2012	PURCH 2012	SOLD/ MATURE 2012	BV PRIN BAL 12/31/2012	PAR	YTM
110301B	6/1/2014	Northland	DES MOINES IA CON	250097-YR-7	265,000.00		0.00	265,000.00	265,000	2.00%
110420	10/20/2017	Northland	FNM,A	3136FR-EV-1	250,000.00		250,000.00	0.00	250,000	3.00%
090630C	12/30/2014	Northland	MCGREGOR ISD #00	580705-GL-9	105,000.00		0.00	105,000.00	105,000	3.40%
090206	2/1/2015	Northland	NORTH ST PAUL MA	6621406D9	355,000.00		0.00	355,000.00	355,000	3.70%
090528A	2/1/2015	Northland	WAYZATA ISD #284	946813-TF-9	500,000.00		0.00	500,000.00	500,000	3.15%
090715B	2/1/2015	Northland	MOWER CTY MIN JA	624662-AJ-1	250,000.00		0.00	250,000.00	250,000	4.10%
090914	2/1/2015	Northland	GRAND RAPIDS MN	386334-2L-9	115,000.00		0.00	115,000.00	115,000	3.70%
100803A	2/1/2015	Northland	NEW PRAGUE BAB	648159-TU-5	60,000.00		0.00	60,000.00	60,000	2.65%
090310	4/1/2015	Northland	WEST ALLIS WIS CO	951172-7R-0	340,000.00		0.00	340,000.00	340,000	3.75%
081106	6/1/2015	Northland	KIRKWOOD COMM (	497595-VC-9	245,000.00		0.00	245,000.00	245,000	5.50%
110301A	6/1/2015	Northland	DES MOINES IA CON	250097-YS-5	100,000.00		0.00	100,000.00	100,000	2.50%
090420B	11/1/2015	Northland	BURLINGTON VT PU	022062-ML-3	200,000.00		0.00	200,000.00	200,000	3.75%
080502	12/15/2015	Northland	ROCKFORD ILL TAX	77316Q-B4-4	205,000.00		0.00	205,000.00	20,500	5.13%
110208	12/30/2015	Northland	MCGREGOR ISD #00	580705-GN-5	95,000.00		0.00	95,000.00	95,000	2.35%
090217C	3/1/2016	Northland	STILLWATER ISC #8	860758-QA-2	245,000.00		0.00	245,000.00	245,000	4.20%
110114B	3/1/2016	Northland	APPLETON WIS SCH	038106-JN-1	100,000.00		0.00	100,000.00	100,000	2.77%
090706	4/1/2016	Northland	SHEBOYGAN WIS SC	821023-GU-6	140,000.00		140,000.00	0.00	140,000	6.25%
100223A	6/1/2016	Northland	DAVENPORT IOWA '	238388-FU-1	335,000.00		0.00	335,000.00	335,000	3.25%
110201B	6/1/2016	Northland	WINDSOR HTS IOW/	973602-KT-1	130,000.00		0.00	130,000.00	130,000	2.30%
110114A	2/1/2017	Northland	HOPKINS ISD #270	439881-HB-2	100,000.00		0.00	100,000.00	100,000	2.75%
110203A	4/1/2017	Northland	MEDFORD WIS SCH(	58434T-DK-3	40,000.00		0.00	40,000.00	40,000	2.75%
110106	6/1/2017	Northland	CHARLES CTY MD	159807-C3-8	105,000.00		0.00	105,000.00	105,000	4.00%
100803B	2/1/2018	Northland	NEW PRAGUE BAB	648159-TX-9	70,000.00		0.00	70,000.00	70,000	3.75%
090203B	12/15/2018	Northland	FHLMC REMIC	31397B-MQ-1	62,430.47		46,527.73	15,902.74	339,828	5.75%
100803C	2/1/2019	Northland	NEW PRAGUE BAB	648159-TY-7	45,000.00		0.00	45,000.00	45,000	4.00%
110310	2/1/2020	Northland	BROOKLYN CENTEF	113853-KG-9	285,000.00		0.00	285,000.00	285,000	4.65%
100803D	2/1/2020	Northland	NEW PRAGUE BAB	648159-TZ-4	70,000.00		0.00	70,000.00	70,000	4.25%
								13,501,561.59		
061017	1/23/2012	VILLAGE	CD-VILLAGE BANK	41117	523,905.46		523,905.46	0.00	500,000	4.70%
091002	11/2/2012	VILLAGE	CD-VILLAGE BANK	41031	1,036,968.35		0.00	1,036,968.35	1,000,000	
070322	1/30/2012	VILLAGE	CD-VILLAGE BANK	41123	558,356.00		558,356.00	0.00	500,000	4.70%
								1,036,968.35		
971212	11/28/2002	UBS	CD-FNB KEYSTONE,	320950AJ7R	96,000.00		0.00	96,000.00	96,000	6.25%
120228	2/28/2017	UBS	FHLMC	313463NA4		400,000.00	0.00	400,000.00	400,000	1.31%
120822	8/22/2022	UBS	FHLB	313380C47		500,000.00	0.00	500,000.00	500,000	1.25%
120820	8/20/2027	UBS	FHLB	313380B71		1,000,000.00	0.00	1,000,000.00	1,000,000	1.00%
120817A	6/1/2018	UBS	NYC-TAXABLE	64971QTU7		500,000.00	0.00	500,000.00	500,000	1.60%
120229	2/28/2024	UBS	FHLB	313378YK4		1,000,000.00	1,000,000.00	0.00	1,000,000	2.04%
120322	3/22/2027	UBS	FNMA	3136FT6A2		500,000.00	0.00	500,000.00	500,000	1.49%
120323	2/16/2024	UBS	FHLB	313376XL4		500,000.00	500,000.00	0.00	500,000	1.13%
120328	3/28/2022	UBS	FHLMC	313378HH7		500,000.00	0.00	500,000.00	500,000	2.13%
120329A	3/29/2027	UBS	FHLB	3136FT7E3		800,000.00	0.00	800,000.00	800,000	2.25%
120329B	3/29/2027	UBS	FNMA	313378YK4		500,000.00	0.00	500,000.00	500,000	2.00%
120730	7/30/2024	UBS	FHLB-STEP	3133803H8		500,000.00	0.00	500,000.00	500,000	1.90%
101228	4/1/2013	UBS	MPLS SCHOOL DIST	603792PR7	615,000.00		0.00	615,000.00	615,000	1.70%
100824	6/1/2015	UBS	ILLINOIS STATE TA)	452151LC5	500,000.00		0.00	500,000.00	500,000	3.82%
030430B	4/25/2018	UBS	FNR 2003-41-JH	31393BD36C	25,851.96		10,981.60	14,870.36	300,000.00	5.00%
030630A	6/15/2018	UBS	FHR 2628 AB	31393VMQ1C	47,358.32		15,960.48	31,397.84	200,000	3.12%
030730A	8/25/2018	UBS	FNR 2003-74-KN	31393EAL3C	90,507.28		27,325.11	63,182.17	300,000.00	3.59%
030930A	9/15/2018	UBS	FHR 2677 KH	31394JTP2	83,349.26		22,721.61	60,627.65	300,000	4.50%
031030A	11/25/2018	UBS	FNR 2003-113KA	31393T2P0	37,872.06		23,982.95	13,889.11	197,000	4.50%
040430	4/25/2019	UBS	FNR-2004-31-DA	31393YAJ4	91,104.15		36,252.60	54,851.55	500,000	4.50%
040730A	7/15/2019	UBS	FHR 2822 DB	31395C3S8	152,174.51		49,890.81	102,283.70	500,000	5.00%
040730B	7/15/2019	UBS	FHR 2822 DQ	31395C3U3	65,233.20		37,440.15	27,793.05	500,000	5.00%
040830	8/25/2019	UBS	FNR 2004 68 BT	31394AYU4	35,572.77		28,853.91	6,718.86	500,000	
970625	2/25/2021	UBS	FNMA FNR-1991-7 H	31358FZW2	3,000.00		0.00	3,000.00	129,000	7.84%
000417	8/15/2021	UBS	FHLMC REMIC 181e	312904AU9C	2,886.47		469.15	2,417.32	88,604	7.00%
970917B	9/15/2021	UBS	FHLMC REMIC SERI	312904GT6C	5,014.03		1,022.02	3,992.01	255,714	7.21%
001127	7/25/2022	UBS	FNR G92-35	31358PHV2C	3,205.62		380.20	2,825.42	75,215	7.49%
0210004	8/25/2022	UBS	FNR 1992-125L	31358PS40C	3,577.17		455.39	3,121.78	52,000	7.00%
110803B	9/28/2020	UBS	FNMA	3136FPLW5	712,000.00		0.00	712,000.00	712,000	1.00%
110916	9/16/2026	UBS	FHLB	31337FGD3	1,000,000.00		1,000,000.00	0.00	1,000,000	1.00%
110810	8/10/2026	UBS	FNMA	3136FRF24	1,000,000.00		1,000,000.00	0.00	1,000,000	1.00%
110719	7/19/2016	UBS	FNMA	3136FRYJ6	750,000.00		750,000.00	0.00	750,000	1.25%
110311	7/1/2012	UBS	ILLINOIS BAB	452152GL9	1,000,000.00		1,000,000.00	0.00	1,000,000	3.08%
110329	3/29/2021	UBS	FNMA	3136FRDU4	500,000.00		500,000.00	0.00	500,000	1.39%
020826	10/15/2022	UBS	FHR 1391D	312912LUO	2,978.74		370.69	2,608.05	59,990	6.00%
010328	6/25/2023	UBS	FHG14A	312916PD5R	10,000.00		0.00	10,000.00	152,000	6.00%
020816B	1/25/2024	UBS	FNR G94-2D	31359GR40	957.35		609.68	347.67	46,221	6.45%

2012 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2012	PURCH 2012	SOLD/ MATURE 2012	BV PRIN BAL 12/31/2012	PAR	YTM
								7,526,926.54		
Money Mkt							0.00	0.00		
	TOTAL INVESTMENTS				42,230,022.32	13,584,000.00	26,001,283.54	29,812,738.78		
			Unamortized Premiums		1,125,462.94	91,876.75		1,217,339.69		
			Unamortized Discounts		(2,844,409.22)	-9,448.06		-2,853,857.28		
			Village Bank Checking		1,788,349.25	39,356,464.89	39,522,213.51	1,622,600.63		
			Money Market Accounts		3,649,877.44	11,006,371.20	5,000,000.00	9,656,248.64		
			Net Cash and Investments		45,949,302.73	64,029,264.78	70,523,497.05	39,455,070.46		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10,238,691
5,537,132
5,793,003
1,259,922
1,221,933
810,986
795,794
2,364,160
2,644,680
General Fund
Tax Increment Financing (TIF)
EDA
HRA
Public Improvement Revolving (PIR)
Water Fund
Sewer Fund
Street Light Fund
Storm Drainage Fund
Park Improvement Trust
December 2011
September 2012

CC Regular Session **4. 2.**

Meeting Date: 10/23/2012

By: JoAnn Shaw, Community Development

Information

Title:

Note the Following Boards and Commission Meeting Minutes:

Planning Commission Meeting Minutes Dated September 6, 2012
Economic Development Authority Special Meeting Minutes Dated September 2, 2012
Economic Development Authority Meeting Minutes Dated September 13, 2012

Attachments

Planning Minutes 9.6.12
EDA Special Meeting Minutes 9.2.12
EDA Meeting Minutes 9.13.12

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:22 AM
Form Started By: JoAnn Shaw		Started On: 10/16/2012 09:50 AM
Final Approval Date: 10/18/2012		

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, September 6, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Gary Levine Commissioner Randy Bauer Commissioner Ralph Brauer (arrived at 7:02 p.m.) Commissioner Joseph Field Commissioner Jessica Perez Commissioner Robert Schiller Commissioner Gary Van Scoy
Members Absent:	None
Also Present:	Development Services Manager Timothy Gladhill Associate Planner/Environmental Coordinator Chris Anderson Planning Consultant Tina Goodroad

1. CALL TO ORDER

Chairperson Levine called the regular meeting to order at 7:00 p.m.

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

Motion by Commissioner Schiller, seconded by Commissioner Field, to approve the agenda as presented.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Schiller, Field, Bauer, Perez, and Van Scoy. Voting No: None. Absent: Commissioner Brauer.

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated August 2, 2012

Motion by Commissioner Bauer, seconded by Commissioner Van Scoy, to approve the following minutes as presented: Planning Commission Meeting Minutes dated August 2, 2012.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Van Scoy, Field, Perez, and Schiller. Voting No: None. Absent: Commissioner Brauer.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Request for an Interim Use Permit to Allow for the Operation of a Church in the B-1 Business District on the Property Located at 5900 167th Avenue NW; Case of Rum River Retail Ventures, LLC

Public Hearing

Chairperson Levine called the public hearing to order at 7:01 p.m.

Presentation

Associate Planner/Environmental Coordinator Anderson presented the staff report indicating the applicant was requesting an Interim Use Permit to allow for the operation of a church in the B-1, Business District for the property at 5900 167th Avenue NW. The church is located in a multi-tenant facility and utilizes the space for church offices, Sunday services and for other services throughout the week.

Associate Planner/Environmental Coordinator Anderson explained there was an active IUP for this use on the subject property that will expire on October 3, 2012. The existing use triggered the requirement for the installation of a fire suppression system. The system is essentially complete and Staff recommends approving the IUP for a term of five (5) years, contingent upon the completion of the fire suppression system.

Chairperson Levine supported the request.

Citizen Input

None.

Motion by Commissioner Bauer, seconded by Commissioner Schiller, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Schiller, Brauer, Field, Perez, and Van Scoy. Voting No: None. Absent: None.

Chairperson Levine closed the public hearing closed at 7:06 p.m.

Commission Business

Motion by Commissioner Bauer, seconded by Commissioner Schiller, to recommend that City Council adopt a Resolution approving Findings of Fact relating to the request for an Interim Use Permit, contingent upon the completion of the fire suppression system by September 30, 2012.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Van Scoy, Brauer, Field, Perez, and Schiller. Voting No: None. Absent: None.

Motion by Commissioner Field, seconded by Commissioner Perez, to recommend that City Council adopt a Resolution approving the request for an Interim Use Permit and declaring the terms as proposed.

Further discussion

Associate Planner/Environmental Coordinator Anderson requested this motion also be contingent upon the completion of the fire suppression system.

Motion Amendment

Motion by Commissioner Field, seconded by Commissioner Perez, to recommend that City Council adopt a Resolution approving the request for an Interim Use Permit and declaring the terms as proposed, contingent upon the completion of the fire suppression system.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Field, Van Scoy, Bauer, Brauer, Perez, and Schiller. Voting No: None. Absent: None.

5.02: Public Hearing: Consider Resolution Approving Comprehensive Plan Amendment and Ordinance Approving Zoning Amendment in the WINDSORWOOD Subdivision Related to the City-Owned Lands Project

Public Hearing

Chairperson Levine called the public hearing to order at 7:09 p.m.

Presentation

Development Services Manager Gladhill presented the staff report explaining as a part of the annual City Council strategic planning process, developing an inventory of City owned land was identified as a priority. The goal of this initiative was to identify and dispose of parcels that are no longer needed for current or future City functions.

Development Services Manager Gladhill identified the property known as Windsorwood as surplus City owned land. In order to sell the subject property, the parcel must be marketable and rezoned. It has been proposed to change the zoning of the subject property to reflect the zoning of the surrounding properties (R1 Residential [Rural Developing]). He noted an adjacent property owner was interested in purchasing the site. Staff recommended the Commission amend the City's Comprehensive Plan to consider a subsequent Zoning Amendment to update the City's official controls.

Citizen Input

David Conroy, 8950 170th Circle explained he was interested in purchasing Lot 9. He commented he would be completing an appraisal and noted it was his intention to keep the lot vacant.

Leslie Reese-Sohonick, 8901 178th Avenue NW, commented she lived across the street from the vacant parcel and appreciated the privacy of this neighborhood. She explained she would not be in favor of another home being built on this lot.

Motion by Commissioner Schiller, seconded by Commissioner Field, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Field, Brauer, Perez, Schiller, and Van Scoy. Voting No: None. Absent: None.

Chairperson Levine closed the public hearing closed at 7:14 p.m.

Commission Business

Development Services Managers Gladhill commented that it appears that the subject property could not be further subdivided under the proposed zoning, which means at most, one single family home could be placed on the site.

Commissioner Van Scoy requested further information on the subject property and questioned the current zoning.

Development Services Manager Gladhill indicated the current zoning was Public/Quasi Public, which means the site could have been used for a park. However, the site was never dedicated to the public. He then reviewed the property profile in further detail.

Commissioner Brauer asked if this parcel was given to the City in lieu of park dedication fees.

Development Services Manager stated this may have been the case as the parcel could be converted to cash in the future to satisfy the park dedication obligation.

Commissioner Van Scoy inquired if there were other dedicated parcels in the neighborhood.

Development Services Manager Gladhill commented it was a lengthy process to un-dedicate a parcel and the City would look into this at a future date. A trail system was proposed to run through these properties.

Chairperson Levine questioned who got the first right to purchase the subject property.

Development Services Manager Gladhill indicated it was the City's intention to allow the adjacent property owners to have the first chance to purchase the lot after an appraisal was completed.

Mr. Conroy commented he was interested in purchasing the parcel after the appraisal was complete.

Commissioner Bauer recommended a motion be made to assure that the adjacent property owners were allowed to purchase the site first.

Development Services Manager Gladhill supported this recommendation and suggested this motion be made separately.

Commissioner Field requested this motion include all neighboring property owners and not just for adjoining property owners.

Commissioner Brauer suggested the sale be offered first to adjoining property owners.

Development Services Manager Gladhill agreed.

Motion by Commissioner Brauer, seconded by Commissioner Schiller, to recommend that City Council adopt a Resolution approving a Comprehensive Plan Amendment to change a Land Use Designation on the Property known as Windsorwood, PID 06-32-25-14-0009, from Public/Quasi Public, to Rural Developing, and Authorizing City Staff to submit an application to the Metropolitan Council for an Amendment to the Comprehensive Plan.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Brauer, Schiller, Bauer, Field, Perez, and Van Scoy. Voting No: None. Absent: None.

Motion by Commissioner Bauer, seconded by Commissioner Schiller, to recommend that City Council adopt Findings of Fact related to amending the official Zoning Map approving a zoning amendment to certain property from Public/Quasi Public to R-1 Residential (Rural Developing).

Further discussion

Commissioner Van Scoy asked if the submitted findings of fact differed from those used with past zoning amendments.

Development Services Manager Gladhill reviewed the Findings of Fact in detail with the Commission explaining Staff will find what is favorable for the parcel. He indicated if this was a concern, the Planning Commission could direct Staff on individual items.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Schiller, Brauer, Field, Perez, and Van Scoy. Voting No: None. Absent: None.

Motion by Commissioner Brauer, seconded by Commissioner Bauer, to recommend that City Council adopt an Ordinance amending Chapter 117, which is known as the Zoning and Subdivision Chapter of the City Code of Ramsey, Minnesota, amending the Official Map.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Brauer, Schiller, Bauer, Field, Perez, and Van Scoy. Voting No: None. Absent: None.

Motion by Commissioner Bauer, seconded by Commissioner Brauer, to offer the first right of refusal on the subject property to the adjoining property owners.

Further Discussion

Commissioner Field fully supported offering the subject property to the adjoining property owners first as one owner was present this evening and has expressed interest in the parcel.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Field, Brauer, Perez, Schiller, and Van Scoy. Voting No: None. Absent: None.

5.03: Public Hearing: Consider Zoning Ordinance to Amend Chapter 117, Article II, Division 4, Subdivision II, IV and I by Consolidating into One Subdivision (Shorelands)

Public Hearing

Chairperson Levine called the public hearing to order at 7:30 p.m.

Presentation

Development Services Manager Gladhill explained that in order to give proper time to review this item, he recommended the Commission table this item to the October Planning Commission meeting.

Commission Business

Motion by Chairperson Levine, seconded by Commissioner Bauer, to table action on the Zoning Ordinance to Amend Chapter 117, Article II, Division 4, Subdivisions II, IV and V by

consolidating into one subdivision (Shorelands) to the October 4, 2012 Planning Commission meeting.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Brauer, Field, Perez, Schiller, and Van Scoy. Voting No: None. Absent: None.

5.04: Public Hearing: Consider Proposed Zoning Ordinance Amendment to Create Section 117.117a. E-3 Employment (Office Park) District

Public Hearing

Chairperson Levine called the public hearing to order at 7:31 p.m.

Presentation

Planning Consultant Goodroad presented the staff report indicating Staff prepared a new E-3 Employment (Office Park) zoning district as an implementation step of the Comprehensive Plan. This zoning district was necessary to implement the Pearson Office Park south of Highway 10. The district would focus on corporate campuses, warehousing/logistics and light manufacturing. This area would also allow for full-service restaurants as a conditional use to support the intent of the district and to provide a mix of uses.

Planning Consultant Goodroad discussed several other proposed uses, such as motor vehicle sales, implement and recreational equipment sales or repair for this district and requested comment from the Commission. Staff recommended the Commission hold a public hearing and approve the proposed Zoning Ordinance amending City Code by establishing Section 117.117a. E-3 (Employment (Office Park) District.

Citizen Input

None.

Motion by Commissioner Field, seconded by Commissioner Brauer, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Field, Brauer, Bauer, Perez, Schiller, and Van Scoy. Voting No: None. Absent: None.

Chairperson Levine closed the public hearing closed at 7:37 p.m.

Commission Business

Commissioner Van Scoy supported the proposed Ordinance amendment and suggested the additional uses be made conditional uses in the E-3 zoning district.

Chairperson Levine requested to see a map of the proposed E-3 zoning district.

Planning Consultant Goodroad reviewed a map of the proposed area with the Commission noting it was south of Highway 10.

Commissioner Brauer questioned why Staff was proposing revisions for this zoning district. He indicated the proposed revisions may make future development more difficult.

Development Services Manager Gladhill explained the existing zoning for the subject property was R-1 Residential. Through the Comprehensive Plan review, it was suggested that this area be turned into corporate campuses without outside storage, which currently was not allowed in the E-1 or E-2 zoning districts.

Commissioner Bauer agreed with Commissioner Brauer and expressed concern with creating another zoning district. He recommended the site be either E-1 or E-2 and that modifications be made if necessary.

Chairperson Levine inquired why Staff was proposing a more restrictive zoning district.

Planning Consultant Goodroad stated the idea for this district was to create a distinguished district beyond the E-1 and E-2 areas in the City. The area would special for corporate campuses, which was recommended by the Comprehensive Plan. Staff was not proposing to change the E-1 or E-2 zoning districts at this time.

Chairperson Levine questioned what was special or different in the E-3 district.

Planning Consultant Goodroad described a vision for the district in detail with the Commission. She indicated the corporate campus would attract multiple users that would have an interior space focused for office, educational and technological uses. There would be common amenities with open space. She referred to several campuses in the metro area that fit this zoning.

Development Services Manager Gladhill stated the City's current employment districts were largely built out and the proposed E-3 district would create a new employment district that would attract corporate campuses. Another difference with the E-3 versus the E-2 is that it would be more office and less manufacturing. He recommended the item be tabled if the Commission wanted to revise the E-1 or E-2 zoning districts as this would allow Staff time to properly review and revise City Code.

Chairperson Levine asked how the Commission would like to proceed.

Commissioner Schiller supported the E-3 district moving forward with the conditional uses recommended by Staff.

Development Services Manager Gladhill requested further comment from the Commission on the architectural design standards and outdoor storage in the proposed E-3 district.

Commissioner Brauer questioned if the rezoning made the property today made it easier for a corporate campus to come to the City of Ramsey.

Development Services Manager Gladhill indicated the rezoning would simplify the process for future tenants of the site.

Commissioner Bauer inquired if offices were allowed in the E-1 and E-2 districts.

Development Services Manager Gladhill explained this was an allowed use in both districts currently.

Motion by Commissioner Bauer, seconded by Commissioner Schiller, to direct Staff to research and revise the existing E-1 and E-2 zoning districts to allow for a corporate campus and report back to the Commission.

Further discussion

Commissioner Van Scoy understood that E-1 or E-2 could fit this site. However, to properly guide the site into becoming a highly desirable site, the E-3 zoning district was necessary.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Brauer, Bauer, Field, Perez, and Schiller. Voting No: Van Scoy. Absent: None.

Chairperson Levine asked if the delay would affect any current proposals.

Development Services Manager Gladhill noted the City did not have any current development requests at this time.

5.05: Public Hearing: Review Zoning Ordinance Amendments Related to the 2030 Comprehensive Plan and General Updates

Public Hearing

Chairperson Levine called the public hearing to order at 8:00 p.m.

Presentation

Planning Consultant Goodroad presented the staff report and reviewed the proposed zoning ordinance amendments in detail related to the 2030 Comprehensive Plan. She explained that Staff has completed updates necessary to implement the 2030 Comprehensive Plane, as well as certain other previously discussed amendments. Many of the proposed changes are simply a

restructuring and consolidation of existing ordinances. Staff recommended the Commission discuss the proposed amendments and approve the zoning ordinance sections as presented.

Chairperson Levine recommended all references to ballfields be changed to athletic field.

Commissioner Van Scoy did not support this change as it would allow for advertisement to children on their athletic fields.

Commissioner Perez stated if advertisements were allowed on one field, it should be allowed on all fields.

Commissioner Schiller commented the advertisements allowed for a source of revenue.

Commissioner Field noted that advertisement was specifically allowed at larger ballfields and content related restrictions could be set.

Planning Consultant Goodroad indicated the current sign advertisement code was written specifically for baseball/softball complexes. She stated she would have to review this matter further to assure the City would not be addressing sign clutter at other athletic fields.

Development Services Manager Gladhill explained the Park and Recreation Commission would review all future sign requests. He commented this group would make final determinations regarding signage.

Commissioner Brauer was in favor of allowing signage on all athletic fields as this has become the practice in other communities.

Chairperson Levine asked the Commission how to proceed on this issue.

Commissioner Schiller also supported the advertising signs stating the Park and Recreation Department would make the final decision.

Commissioner Perez stated the signage allowed for a means to raise money to support sports in the community.

Chairperson Levine clarified that the Commission supported advertising signs at all athletic facilities.

Development Services Manager Gladhill suggested the Commission make a motion to amend the draft language to include this recommendation.

Motion by Commissioner Bauer, seconded by Commissioner Schiller, to amend the City Code draft for Section 117-122a to insert Athletic Facilities in place of Ballfields.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Schiller, Brauer, Field, and Perez. Voting No: Van Scoy. Absent: None.

Planning Consultant Goodroad reviewed the proposed changes to Section 117-116a with the Commission regarding special requirements and performance standards in all employment and office park districts.

Chairperson Levine questioned how this code would be expanded through the revisions.

Planning Consultant Goodroad reviewed the design elements that would be changed noting accents would be spelled out to future architects. An advantage to adding clarity to the code was that expectations were very clear to all applicants.

Development Services Manager Gladhill noted there would be a menu of design options to assist future developers while allowing for creativity without becoming too restrictive.

Planning Consultant Goodroad discussed the proposed changes to Section 117-116 regarding E-2 Employment District and E-1 Employment District. Minor revisions were made to add places of public assembly as an interim use.

Chairperson Levine suggested the Interim Use for public assembly be made a Conditional Use.

Commissioner Brauer excused himself from the meeting at 8:27 p.m.

Development Services Manager Gladhill reviewed the differences between interim use and conditional use based on zoning district. He commented the Planning Commission could make a change specific to the E-1 and E-2 zoning districts.

Motion by Commissioner Bauer, seconded by Commissioner Schiller, to amend the City Code draft for Section 117-116 allowing public assembly as a conditional use in the E-1 and E-2 zoning districts.

Further discussion

Commissioner Schiller supported this recommendation as the conditional use would allow for conditions for approval to be placed on the use.

Commissioner Bauer agreed.

Commissioner Field stated the interim use permit addressed more short-term needs, while the conditional use permit addressed long-term needs.

Development Services Manager Gladhill discussed the purpose and intent of the interim use permit. He noted it was a short-term solution for a site. He noted places of assembly did have

broad requirements and Staff would need to review this further and would provide adjustments to the City Council.

Commissioner Brauer returned to the meeting at 8:29 p.m.

Commissioner Brauer requested clarification on the motion on the table.

Chairperson Levine reviewed the motion in detail.

Commissioner Brauer questioned why the City was interested in limiting or creating a timeframe for a use.

Planning Consultant Goodroad stated many communities are reevaluating their industrial uses. The intent of the E-1 and E-2 district was to allow for heavy and light manufacturing. However, as cities become fully built out, open industrial sites are becoming attractive to new churches. The concern was, if the site was purchased by a non-profit, it would be removed from the City's tax rolls. On the other hand, an interim use or rental situation would keep the property on the tax rolls.

Commissioner Bauer still supported places of assembly becoming a conditional use.

Commissioner Van Scoy asked if a conditional use permit stayed with a property once approved.

Development Services Manager Gladhill explained this was the case. A conditional use permit would be in affect on a property until there was a one-year lapse in use.

Commissioner Brauer expressed concern with limiting church requests too much.

Development Services Manager Gladhill clarified that churches were being listed as places of assembly to assure there was no discrimination in reviewing the requests. These uses are not currently permitted in the districts being discussed.

Chairperson Levine commented there was a difference between interim and conditional use permits.

Associate Planner/Environmental Coordinator Anderson stated E-1 and E-2 zoning were clearly defined as the City's employment districts. He did not see that the City was being discriminatory against particular uses as they were allowed freely in other zoning districts.

Development Services Manager Gladhill indicated public assembly uses do have traffic concerns and the interim or conditional use permit would assure that each specific request was reviewed prior to approval by the City.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Field, Brauer, Perez, Schiller, and Van Scoy. Voting No: None. Absent: None.

Planning Consultant Goodroad reviewed the proposed revisions to Section 117.144a with regard to the Special Requirements and Performance Standards for the B-1, B-2 and B-3 zoning districts. She requested comment from the Commission on the proposed amendments.

Commissioner Van Scoy questioned what portion of the building Hope Fellowship occupied. He did not feel it was necessary to have this restriction.

Development Services Manager Gladhill was not certain of the exact percentage, but knew it was less than 50%. He indicated the new standards would assist in reducing the need for conditional uses. He noted there were less concerns in Commercial Districts than Business Districts for places of assembly given the fact there were residential businesses.

Chairperson Levine asked how the Commission would like to proceed on this item.

Commissioner Brauer did not see a need for this restriction.

Planning Consultant Goodroad explained churches were moving from Residential zoning districts to Business or Commercial districts. For this reason, the City needed to revise its code. The percentage provision assured that multi-tenant buildings would not be overtaken by places of assemblies.

Development Services Manager Gladhill noted places of assembly were not currently allowed in Commercial Districts. The City was now allowing this use in Business Districts to meet the needs of the City, while holding up to 20% of a multi-tenant building.

Further discussion ensured regarding the limitation within multi-tenant buildings.

Motion by Commissioner Bauer, seconded by Commissioner Van Scoy, to amend the City Code draft for Section 117-144a removing the 20% restriction for places of assembly in the B-1, B-2 and B-3 zoning districts.

Further discussion

Commissioner Brauer asked if the City would be moving toward points based zoning or away from this theory. He did not want to see the City becoming overly restrictive. He encouraged the City to be flexible and allow for innovations.

Development Services Manager Gladhill indicated the City has been making efforts to create a more user friendly Ordinance. He commented he would need additional training with regard to the points based zoning system. He understood this offered additional flexibility, but would need time and training in order to properly implement the new system.

Commissioner Brauer suggested the Council make the final decision on this issue as he was not criticizing Staff in any way.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Van Scoy, Brauer, Field, Perez, and Schiller. Voting No: None. Absent: None.

Planning Consultant Goodroad reviewed the proposed changes to Section 117-355 regarding Residential Development Off-Street Parking. She noted more detail was added with regard to residential uses and parking needs, in addition to commercial and industrial uses. The City was trying to reduce the abundance of over parking throughout the City. She discussed the proof of parking clause in the code. Staff requested comments from the Commission on this portion of code.

Development Services Manager Gladhill commented that parking lot landscaping did have baseline requirements within City Code and requested the Commission discuss this matter further and specify where plantings were to be made in and around the lots.

Associate Planner/Environmental Coordinator Anderson stated the intent of the current code was to provide for trees to the interior of the lot and not just around the perimeter. The new code would allow for flexibility on the placement of the trees.

Commissioner Van Scoy asked for the intent of the previous code.

Associate Planner/Environmental Coordinator Anderson believed the intent was to have interior parking lot plantings to break up the heat island effect. However, this was not clearly spelled out in the language.

Commissioner Van Scoy thanked Staff for the clarification.

Commissioner Schiller was in favor of the new language but stated the new landscaping requirements may cause concern on how to irrigate the islands.

Commissioner Field stated it was simpler to plant the trees around the perimeter of a property than to the interior. He questioned if the City should consider incentives for choosing to plant trees to the interior.

Development Services Manager Gladhill indicated the City could consider a break in storm water fees for choosing to plant trees to the interior of a site.

Commissioner Schiller recommended a percentage of trees be encouraged to be interior and that this not be a mandate.

Planning Consultant suggested the Commission select Alternative D, which would allow for an incentive-based program versus a mandate.

Development Services Manager Gladhill proposed a motion for the Commission to consider.

Motion by Commissioner Schiller, seconded by Commissioner Bauer, to amend the City Code draft for Section 117-356 accepting Alternative D, which is to include language within Alternative C for an incentive program.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Van Scoy, Bauer, Brauer, Field, Perez, and Schiller. Voting No: None. Absent: None.

Commissioner Schiller questioned if the City should be limiting the size of a parking lot.

Planning Consultant Goodroad stated there may be only a few days a year that Target or other big box parking lot was full. The other 360+ days in the year, the current requirements were adequate.

Commissioner Brauer explained that City Staff would work with future applicants to meet their parking needs.

Chairperson Levine agreed stating City Staff would make a good common sense decision on parking lot size based on future needs.

Motion by Commissioner Schiller, seconded by Commissioner Brauer, to amend the City Code draft for Section 117-356 eliminating the parking lot maximum language from the Code.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Schiller, Van Scoy, Bauer, Brauer, Field, and Perez. Voting No: None. Absent: None.

Planning Consultant Goodroad reviewed the proposed amendments to Section 117.363 regarding the Commercial and Industrial Landscaping Requirements. She noted the amendments would consolidate all landscaping requirements into one landscaping section, while assuring the landscaping was properly maintained after the two-year threshold. Staff requested comment from the Commission.

Commissioner Schiller questioned if landscaping could be completely removed and replaced with the new language.

Associate Planner/Environmental Coordinator Anderson stated this would be allowed through City approval, as there were a few prohibitive species. He called attention to Line 54, which addressed credit for keeping existing trees. He then discussed soil moisture sensors.

Development Services Manager Gladhill questioned the expense of a soil moisture sensor.

Associate Planner/Environmental Coordinator Anderson did not have an exact expense, but noted other cities had begun incentive programs for the use of these devices. He explained that in the long run, the property owner would see savings through reduced water usage. He commented the City of Ramsey was approached by the State to implement some water saving measures. The soil moisture sensor was a part of this program along with requiring top soil.

Commissioner Bauer suggested property owners with multiple roadway frontages be allowed greater flexibility with tree credits.

Development Services Manager Gladhill commented this could be considered.

Commissioner Field stated the additional expense of the soil moisture sensor may deter some new businesses. However, future cost saving benefits and use of these sensors could be encouraged.

Development Services Manager Gladhill indicated the City had four test plots with varying levels of top soil and soil moisture sensors. He explained that if the Commission would like to hold off on this mandate, further analysis would be available in the future.

Commissioner Bauer did not support the 50% building perimeter requirement.

Chair Levine was concerned with the sensors becoming a mandate.

Development Services Manager Gladhill stated Staff would report back to the Commission at a future date with further information as there was an aesthetic benefit.

Motion by Commissioner Schiller, seconded by Commissioner Brauer, to amend the City Code draft for the Consolidated Landscaping Section removing the soil moisture sensor mandate and the building perimeter requirement.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Brauer, Field, Perez, Schiller, and Van Scoy. Voting No: None. Absent: None.

Development Services Manager Gladhill reviewed the amendments made to the draft City Code this evening and recommended the Commission close the public hearing and take action on the amended sections of the zoning code.

Citizen Input

None.

Motion by Commissioner Van Scoy, seconded by Commissioner Bauer, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Van Scoy, Bauer, Brauer, Field, Perez, and Schiller. Voting No: None. Absent: None.

Chairperson Levine closed the public hearing closed at 9:40 p.m.

Commission Business

Motion by Commissioner Bauer, seconded by Commissioner Van Scoy, to recommend that City Council adopt a Resolution granting approval of the amended Sections of the Zoning Code with the revisions made this evening.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Van Scoy, Brauer, Field, Perez, and Schiller. Voting No: None. Absent: None.

Commissioner Field commended Planning Consultant Goodroad for the amendments and clarity provided to the Commission this evening.

5.06: Staff Update

The Staff Update was noted.

5.07: Zoning Bulletins

Zoning Bulletins were noted.

6. COMMISSION / STAFF INPUT

6.01: Happy Days

Chairperson Levine stated Happy Days would take place this weekend, September 8th and 9th. The events planned were discussed in detail. The Ramsey Foundation Pancake Breakfast would take place on Saturday morning. All events were noted in further detail on the City's website.

7. ADJOURNMENT

Motion by Commissioner Bauer, seconded by Commissioner Schiller, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Brauer, Van Scoy, Bauer, Field, Perez, and Schiller. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 9:44 p.m.

Respectfully submitted,

_____
Tim Gladhill
Development Services Manager

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a special meeting on Thursday, September 6, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Member John LeTourneau
Member Colin McGlone
Member Wayne Skaff
Member Jim Steffen
Member Kristine Williams
Member Jeffrey Wise

Also Present: Kurtis Ulrich, City Administrator
Patrick Brama, Management Analyst
Finance Director Diana Lund
Colleen Lasher, Human Resources Manager
Councilmember Randy Backous
Councilmember David Elvig

1. CALL TO ORDER

Chairperson Riley called the Economic Development Authority meeting to order at 7:32 a.m.

2. APPROVE AGENDA

Motion by Member Skaff, seconded by Member Steffen, to approve the agenda as presented.

Motion carried. Voting Yes: Chairperson Riley, Members Skaff, Steffen, LeTourneau, McGlone, Williams and Wise. Voting No: None. Absent: None.

3. APPROVE MINUTES

This item has been removed from the agenda.

4. EDA BUSINESS

4.01: 2013 EDA Budget and Levy

Management Analyst Brama thanked the Authority for making it to a special meeting on short notice. He explained the purpose of said special meeting is to develop a recommendation to the City Council for the 2013 EDA Levy. The EDA Levy is a part of the City-wide levy; therefore,

a change can affect the levy approved by the City Council. The preliminary levy will be reviewed at the City Council meeting of September 11. Mr. Brama noted the proposed 2013 levy is attached as well as the actual numbers from the 2010, 2011 and 2012 levy. He pointed out that what has changed from 2012 to proposed 2013 is a decrease from 172,000 to 106,000 which equates to a $66,000 net decrease. The chief reason is personnel – two vacated positions – Deputy City Administrator and the EDA Marketing Director. The levy is divided into two separate sections. The operating cost increased slightly but does not include City personnel. With regard to the reduction and functions; it does not reflect a reduction in the core functions of the EDA, it reflects a change in allocation of those functions, e.g. an increased role from an economic development consultant and administrative staff. Mr. Brama called attention to the proposed budget/levy included in the agenda.

Finance Director Lund stated that page 4 of the budget presentation shows that the other line items, outside of personnel, have stayed constant or increased. She suggested that if an Economic Development/HRA Manager were rehired, 20 percent of those personnel costs would come from the EDA, 20 percent would come from TIF, and 60 percent from HRA. Ms. Lund showed the levy comparison. The City-wide levy proposed for 2013 is $8 million compared to $8.4 million for 2012. The HRA is at the maximum but has been reduced by $40,000 based on what's happened with market value.

City Administrator Ulrich reported that what's driving this in terms for the City Council is the tax capacity rate. It is just under 40% which has continually gone up because even if we decrease it, it still goes up due to the drop in property valuations. It pushes our tax rate up so there is pressure to reduce the levy. The EDA has an excess of over $200,000 that they could levy and the City Council ultimately has to approve that. The pressure is to try to keep that down overall. If the EDA levied additional dollars, that would go into a fund balance to provide working capital for development purposes. If the EDA goes above what's proposed, it would be good to target that money and give a good explanation to the City Council as to why you desire to do this – such as a specific project, etc.

Chairperson Riley stated he wants to understand the process that brought us here. The EDA gave direction in June that the EDA budget should remain the same; however, the next time we see it - it's a different amount. A couple months pass and there is no budget review on our agenda and now the budget review requires a quick – special meeting. He suggested that what was the consensus of the EDA was never brought to the Council.

Mr. Ulrich stated he understood when the budget was presented in June, the main staffing component was too high – new EDA personnel were included. The levy, as proposed, was shifting personnel and having the HRA pay a higher percentage of these positions. It was not meant to be misleading. He added he is accepting the responsibility for not bringing the budget back to the EDA. The direction was to add different staffing and keep line items the same. He realized this should have come back to the EDA sooner, apologized, and added he did not have a good excuse for not getting this done.

Chairperson Riley reiterated that in June, the EDA's consensus was to keep the levy consistent. We reduced it 38 percent the year before and wanted to keep everything the same for 2013. He inquired if it makes sense to discuss both the levy and the budget at this time.

City Administrator Ulrich replied that they do go hand in hand.

Chairperson Riley stated that no increase or decrease was the consensus in June.

Member Wise stated that the budget is not really changing. It's shifting where personnel will be paid out of. The EDA still has the same amount of money.

Mr. Ulrich stated that is essentially correct. If you just want to shift that from the HRA, the EDA budget/levy will rise, and the HRA's will drop. One of the reasons for the shift is to keep the tax capacity rate low and shift to the HRA as that does not affect the tax capacity rate.

Finance Director Lund stated that the tax capacity is 44.7% - last year it was 44.15%. There is a decrease in the market rate and she explained what that means in dollars.

Member Steffen inquired on the allocation of the EDA position – 60 percent goes down to 20 percent – is that meaningful or just a shell game. He felt that 20 percent seems out of line.

Mr. Ulrich replied it is somewhat arbitrary in terms of how we determined it. It's not really recorded time for time but a percentage of each person's time who works with the EDA is devoted to the EDA budget.

Ms. Lund talked about TIF projects and stated that we could say 40 percent could come out of TIF.

Member Steffen asked if there is a timeline to start advertising for this EDA/HRA position.

Mr. Ulrich responded that it would be a final decision made by the City Council and added that we have not yet had the formal go-ahead by the Council.

Member LeTourneau commented on the overall functions of the EDA – it's about taking a look at different opportunities we have created and it's about developing and it's about business, revenue streams, etc. He pointed out he is a little uncomfortable because we have not done anything formal in planning this so we do not have specifics where we would use the money. His concern is that we have this money when we need it more than ever. Nothing is really targeted – it looks like we will have real issues outside The COR. He added he is really excited about all that is going on in The COR. One way to protect ourselves is we need to be proactive on the levy side. We need to be able to move forward aggressively to bring in new businesses. We need to have that tax levy we had last year to allow us to have resources we need to do the work we need to do.

Motion by Member LeTourneau, seconded by Member Williams, to recommend that the tax levy for the EDA be reflective of what it was last year.

Further discussion: City Administrator Ulrich questioned if it is the intent of the EDA to shift staff or raise additional levy for the EDA. Member LeTourneau clarified to have additional money for the EDA to use – not a staffing deal. Chairperson Riley stated we have already given the direction that we need staff - that has not changed. For this to be effective, we need an economic development person – not 10 percent of other staff time. Member Steffen commented that the EDA share would remain at 20 percent – so we would have a surplus going into our reserve. Member LeTourneau replied yes. Finance Director Lund stated she can put it under a capital line item so it balances out. Chairperson Riley stated that if we have land opportunities, we need to have money for that. Member LeTourneau noted we are not very specific right now but there are opportunities out there. Member McGlone stated that part of the City Councilmember function is to bridge the gap between this body and the City Council. Looking at the information passed out at the meeting, the City Council still has to deal with reductions and revenues and take on all functions of the City as well. It's very difficult to do. All our decisions will never make everyone happy. We try very hard to keep the money toward EDA efforts. You made a comment about not having anything targeted. We do. We are developing what will be more than a million dollar asset out our front door. Is it adequately funded to bring in business? We struggle with balancing that. We need to make sure we do not lose track with where we are and what we have going. Member McGlone continued that with regard to timing of this meeting – that's staff's call. He just wants to overall say to the EDA we are under pressure to keep everything going and be absorbing year after year in this property valuation declining time.

Motion carried. Voting Yes: Chairperson Riley, Members LeTourneau, Williams, McGlone, Skaff and Steffen. Voting No: Member Wise.

Chairperson Riley inquired if the EDA will get a budget proposal to talk about. He realized this is just the levy being talked about today but the two do go hand in hand. He inquired if there will be a finalized budget shortly.

Finance Director Lund stated the budget is adopted in December. We set the levy and then hold different sessions prior to December to work on the budget for final levy and final budget. The line items have not changed and that pretty much follows the budget. There is a little over $600,000 in the EDA account plus the revolving fund and the sale of the Nordvik property.

Chairperson Riley clarified that the EDA will have another look at the budget to which Ms. Lund replied yes.

City Administrator Ulrich summarized that the City Council sets the preliminary levy next Tuesday and the final numbers cannot go above that.

Member McGlone added that the Council sets the levy and then we decide about reducing it. We set the levy higher than it normally ends up being because we cannot raise it – we can only lower it.

Ms. Lund elaborated on that stating that we cannot raise it but we do not have actual numbers on property values, etc.

Member Williams questioned if the EDA will have a discussion about its budget.

Finance Director Lund responded yes, and reiterated that the final budget will be adopted in December; therefore, budget discussions will take place prior to then. You can increase your budget if you have another revenue source.

City Administrator Ulrich reported that by the next EDA meeting, we will know City Council's action on the levy.

Councilmember Elvig asked about the EDA's goals and suggested that perhaps that would be the next objective – determining what will be done with the funds.

5. MEMBER / STAFF INPUT

City Administrator Ulrich stated that the City Council and the HRA have had some discussion about the County HRA levy and how that could potentially be used to reduce our overall levy. There is $236,000 possibly available to us for HRA projects. At this time, the City Council is saying we would like to look at it and see how it might impact the HRA levy. We will work through that discussion. There are additional monies out there generated through the County's HRA.

Chairperson Riley noted that the tax capacity is not really the overall tax.

Mr. Ulrich replied it's a percentage of what the individual property owner would pay.

Chairperson Riley suggested that if we increase one and decrease another, there is no tax increase but the tax capacity could go up.

Mr. Ulrich responded yes – it's a shifting of dollars but the taxes stay the same.

Member Wise stated that a lot of people look at that number and it really is a shell game but when businesses look to locate in an area, that's what they look at. It is good public relations to keep that low.

6. ADJOURNMENT

Motion by Member LeTourneau, seconded by Member Williams, to adjourn the meeting.

Motion carried. Voting Yes: Chairperson Riley, Members LeTourneau, Williams, McGlone, Skaff, Steffen and Wise. Voting No: None. Absent: None.

The regular meeting of the Economic Development Authority adjourned at 8:10 a.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Patrick Brama
Management Analyst

Minutes taken and transcribed by Jo Thieling, City Clerk

ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, September 13, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Member John LeTourneau
Member Colin McGlone
Member Wayne Skaff
Member Jim Steffan
Member Kristine Williams (arrived at 7:44 a.m.)
Member Jeffrey Wise (arrived at 7:34 a.m.)

Members Absent: None

Also Present: Kurtis Ulrich, City Administrator
Patrick Brama, Management Analyst
Mike Mulrooney, ACG

1. CALL TO ORDER

Chairperson Riley called the Economic Development Authority meeting to order at 7:32 a.m.

2. APPROVE AGENDA

City Administrator Ulrich indicated that Mr. Don Haller from Connexus Energy would not be in attendance for agenda item 4.01.

Motion by Member LeTourneau, seconded by Member Skaff, to approve the agenda.

Motion carried. Voting Yes: Chairperson Riley, Members LeTourneau, Skaff, McGlone, and Steffan. Voting No: None. Absent: Members Williams and Wise.

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated July 12, 2012, and August 2, 2012

Motion by Member Skaff, seconded by Member LeTourneau, to approve the minutes dated July 12, 2012, and August 2, 2012.

Motion carried. Voting Yes: Chairperson Riley, Members Skaff, LeTourneau, McGlone, and Steffan. Voting No: None. Absent: Members Williams and Wise.

4. EDA BUSINESS

4.01: Guest Speaker – Don Haller, Connexus Energy

City Administrator Ulrich stated the City has been working with Greater MSP to attract a data center to the former municipal center site. He added Connexus Energy has indicated this site is the best data center site in Anoka County and advised that both Connexus and Greater MSP would like to speak to the EDA at its October 11th meeting about the benefits of a data center and how both groups can work to promote the site. He indicated Connexus wants to pursue a State program called "Shovel Ready" and if successful this would be the first shovel ready data center site in the State. He stated the City will incur significant costs in relocating Fire Station #2 but noted this relocation is currently in the City's capital improvement plans. He stated a data center brings the potential of a high value project to the City that would not require a lot of City services and would provide a significant tax base. He added this item will be on the EDA's October 11th agenda and will include an analysis of fire station relocation costs.

Management Analyst Brama advised the original proposal for a data center on this site was to use the existing building but it is logical to demolish both buildings. He stated that Connexus is proposing to work with DEED on a shovel ready project, which would provide a lot of the early work that a developer takes on, e.g., soil borings, land survey, and getting the zoning in order.

Member Skaff requested further information regarding the number of employees that would be working in the data center.

City Administrator Ulrich stated the site could house a number of companies that would use the building for its corporate data center or the site could serve a number of different companies, but the number of employees would be relatively low and 40 employees seems possible. He added these would be well-paying high tech jobs with 24 hours/day coverage.

Member McGlone indicated the City Council has discussed the fire station on this site and was moving ahead with a plan to trade the land in lieu of someone building a new fire station on the two-acre parcel. He stated the City Council directed staff to put together a cost analysis and the estimate was more than $4 million. He stated the plans for the fire station have not been confirmed and would have to be part of this plan if the City moves forward with a data center. He indicated another item to consider is the value of the land as well as what it will cost the City to relocate the fire station and what the payback would be to the City. He stated this is a big project and definitive work needs to be done to analyze all the costs before moving forward.

City Administrator Ulrich stated the City would expect Connexus to pay some of the costs such as the environmental review work or demolition costs; once the numbers are refined, the EDA and City Council can determine what it is willing to pay. He indicated another option would be to sell this property and subdivide it for single-family homes and agreed to prepare an analysis of that scenario for the EDA.

Member Wise asked if there were other grant opportunities that might be available to the City.

City Administrator Ulrich stated he would check with DEED regarding other grant opportunities.

4.02: Review RFQ for Demolition of Buildings Located on 8020 147th Ave NW

Management Analyst Brama presented the staff report and advised an RFQ was sent to six vendors with three responses received. He presented the three bids received in response to the RFQ and stated the lowest bid was from Sauter & Sons for $23,500. He indicated the lowest bid came in approximately $10,000 less than the next bid and staff contacted Sauter to make sure there was no discrepancy in their bid but staff has not yet heard from Sauter.

Chairperson Riley felt the City should follow up with Sauter to make sure their bid was appropriate and asked about the City's estimate for the project. He also asked if staff feels Sauter is qualified to perform the work.

Management Analyst Brama stated the City did not prepare an estimate, explaining this project did not need to go through a formal bid process and instead used a quote process. He added that the City has used Sauter & Sons on its last two projects.

Member Wise referenced item #15 of the RFQ which states upon awarding the project, the City reserves the right to remove fixtures and equipment from the property, including buildings, for up to 20 days and felt it was hard to believe someone would bid on this with that language because the scrap material is worth a lot of money to these contractors.

Management Analyst Brama advised the purchase agreement with the previous owner included a 20-day guarantee that allowed the previous owner to purchase items from the property before selling or demolishing the building. He indicated that is not a binding agreement and the City has no obligation to sell anything to the previous owner. He stated the City prepared an addendum to the RFQ and informed the contractors to prepare their quote based on the assumption that everything in the building is available to them if they want it.

Management Analyst Brama stated the final date of completion of the project is in November and at that time, the City would market the property for sale.

Member McGlone recommended that the City not wait to put the property on the market, stating that any buyer should understand it has to wait for completion of the demolition.

Chairperson Riley suggested putting signage on the site saying the property is available and providing contact information for the City.

Management Analyst Brama indicated he would put a property profile on the City's website and work on advertising the site.

Motion by Member LeTourneau, seconded by Member Steffan, to recommend that the City Council approve Sauter & Sons as the lowest responsible bidder for the demolition of buildings and site clean-up on the property located at 8020 147th Avenue NW.

Member McGlone requested a friendly amendment to the motion to direct staff to begin marketing the property for sale immediately.

Member LeTourneau agreed to the friendly amendment.

Member Steffan seconded the friendly amendment.

Member Wise expressed concern about putting the property on the market at this time because of the difference in elevations between this property and the adjoining property, which might impact the value of the property.

City Administrator Ulrich stated that staff will look into the elevation/final grade issue and indicated the City will want a pad-ready site to sell.

Member LeTourneau felt the City should have a solid appraisal before marketing the property.

Member Williams stated the road elevations of the interchange may change the visibility but felt there would not be a significant impact on the value of the property as long as there are no drainage issues on the west side of Armstrong. She added this would come out in any offers the City receives on the property.

Motion carried. Voting Yes: Chairperson Riley, Members LeTourneau, Steffan, McGlone, Skaff, Williams, and Wise. Voting No: None. Absent: None.

4.03: Revolving Loan Fund (RLF) Application/Proposal

Mr. Mulrooney explained he met with a father and his daughter regarding the daughter's new business and her request for a revolving loan fund (RLF). He presented the business plan for a fitness facility in the shopping center at the NE quadrant of Bunker Lake Boulevard and Highway 47. He stated the daughter is a Ramsey resident and her father had a successful wholesale electronics parts business for many years. He added the daughter has years of experience in the fitness industry and this facility would cater to women aged 25-45. He stated there would be an investment in leasehold improvements and equipment as well as for operating capital and the owners are requesting an RLF in the range of $30,000-$50,000. He noted this business is considered a service business and the RLF criteria allows for financing of equipment purchases and leasehold improvements. He stated the RLF request is relatively small and the credit worthiness of the individuals alleviates any concerns relative to the collateral issue, noting that personal guarantees would be required of both parties.

Member McGlone stated he was concerned about financing this because fitness equipment is valueless and referenced the high failure rate for fitness facilities.

Mr. Mulrooney acknowledged the high failure rate for fitness facilities and stated the father would be half owner of the business. He added the RLF requires a 1:1 match of public to private dollars.

Member LeTourneau stated the City has an individual interested in doing something with this vacant space and offering an amenity to the community. He indicated the father and daughter would carry all the risk and the City would have collateral and personal guarantees that will support it if the business fails.

Motion by Member Skaff, seconded by Member Steffen, to direct staff to continue working with the applicant for the Revolving Loan Fund application process.

Further discussion: Member Wise suggested the financing be limited to $20,000.

Motion carried. Voting Yes: Chairperson Riley, Members Skaff, Steffan, LeTourneau, McGlone, Williams, and Wise. Voting No: None. Absent: None.

4.04: Business Retention & Expansion Program Introduction, Continued

Management Analyst Brama presented an update on the City's business retention and expansion program that was introduced at the July and August EDA meetings by Karen Skepper from Anoka County.

City Administrator Ulrich advised that the City Council made a request to the County HRA to use any undesignated levy to support the City's HRA activities and the County HRA has a fund balance of approximately $500,000, which could be used for business retention and expansion. He noted this would not be an ongoing source of money and would be one-time only money.

Member McGlone expressed concern that the County has taxed the City's residents for HRA purposes then the County says it wants to do an EDA program that they forgot about. He stated people were taxed for that and he does not want to see these funds siphoned off for anything other than HRA. He added he was not in favor of spending money on economic gardening if it has to do with this pot of money.

Chairperson Riley stated there were many items listed that the City should be doing anyway as an EDA. He asked if there were materials the City could ask for and use even if it did not participate with the County.

Management Analyst Brama stated the items listed were developed by staff and the City does not need to do through the County.

Member LeTourneau agreed with Member McGlone's concerns but felt this was a unique opportunity that the City should consider that would offer real value to businesses in the initial stages of development that might be struggling and that is was economic gardening is about. He added this is a great way to think more regionally about how to develop the City's economic engine and this is an HRA/EDA function for the County. He urged the EDA to be serious about considering this and added this concept was brought forward to the County Commissioners from a pilot program in Hennepin County and it received strong support.

City Administrator Ulrich stated the EDA has its own funds, e.g., the Revolving Loan Fund that could be used to do economic gardening either with the County or with a private consultant.

Management Analyst Brama advised that staff will present a structured approach regarding this program at the next meeting including whether to pursue economic gardening through the County.

City Administrator Ulrich added the proposal for EDA consideration will include how this program might be done with EDA money using services from the County without using the levy and availability of other funding sources.

4.05: Prospect Update, Mike Mulrooney

Mr. Mulrooney reported he met with a manufacturing company currently located in a neighboring community and presented two possible sites. He stated the 50,000 square foot building was more expensive than this prospect anticipated and the manufacturing company has cut back its plans to either expand its current location or go with a smaller facility. He stated he identified a 24,000 square foot building for $1.5 million with outside storage is waiting for feedback from the prospect. Mr. Mulrooney reported that an existing Ramsey business, that has a second location in Rogers, is expecting to move its operations completely out of Ramsey into their second location. This business constructs custom canvasses for boating and commercial industry. Lakes Region RV is planning on taking over the building/lot left vacant by the former Ramsey business and expanding into the adjacent lot. Lakes Region RV is relocating from their existing store on the west side of the City. He reported he met with another prospect yesterday involved in precision manufacturing that is looking to double the size of its facility. He stated he anticipates the City will receive another request for RLF financing for equipment related to that expansion at its next meeting.

Member McGlone stated he had a conversation with a prospect who is interested in moving their dance studio from Andover to Ramsey.

4.06: 2013 EDA Budget

City Administrator Ulrich indicated that the City Council did not approve the additional levy allocation and the City Council reduced the HRA levy. He stated that operating expenses remain the same as last year with slight increases in basic personnel functions. He added that the 2013 EDA budget does include a full-time HRA/EDA person to focus on assisting this group.

Chairperson Riley stated the 2013 EDA budget will be on the October 11th EDA agenda for formal adoption.

Member Wise left the meeting at 9:00 a.m.

4.07: Ramsey EDA Business Networking Breakfast Event Update

Management Analyst Brama presented the proposed agenda for the networking breakfast event scheduled for Thursday, November 29th. He stated that three speakers will present remarks followed by small group discussions. He indicated the subjects covered by the three speakers will reflect the small group discussions and an EDA member will sit at each of the small group discussion tables. He stated a formalized agenda will be presented at the next meeting as well as the proposed marketing flyer.

Chairperson Riley stated the proposed agenda looks great and thanked Management Analyst Brama for his work on the event.

Member McGlone stated he met with City Administrator Ulrich and Ms. Karen George, the new administrator at QCTV, to discuss strategies for moving the organization forward. He asked the EDA to consider giving Ms. George a few minutes at the networking breakfast to introduce herself and say a few things about the City and how QCTV can be a bigger part of the City.

Chairperson Riley was amenable to allowing Ms. George to provide brief introductory remarks at the event.

4.08: 2012 EDA Golf Tournament Review

Management Analyst Brama presented a review of the August 21st EDA golf tournament. He stated the event went smoothly and there were no major problems. He agreed that the golf pros should not be allowed to win the tournament. He indicated that one of the suggestions for next year is to purchase prizes at a discount store rather than the pro shop because more items could be purchased at a discount store for the same amount of money. He added that the top three finalists for Business of the Year will be used as a starting point for next year.

5. MEMBER / STAFF UPDATE

City Administrator Ulrich reported that some businesses have been impacted by the road reconstruction. He stated an event is being planned for the train station opening in November.

Member Steffan stated the EDA has a history of hosting candidate forums and asked whether the EDA should plan to host a candidate forum in October.

Member Williams felt this was a great idea. She asked about deadlines for getting information into utility bills or the City newsletter.

City Administrator Ulrich advised the League of Women Voters scheduled a forum but it was cancelled. He stated no candidate forums are currently scheduled before the election.

Management Analyst Brama stated the November/December issue of *Ramsey Resident* will not hit doorsteps until November. He added he can check deadlines for the utility bills.

Member McGlone raised a point of order and stated the EDA does not have enough members to make a recommendation on this issue at this time. He stated he will not engage in any discussion on the issue and Member LeTourneau and Chairperson Riley should refrain as well.

Member Steffan asked the three City Council candidates if they would attend a candidate forum hosted by the EDA.

Member McGlone stated this was not a fair question and added he cannot enter into the conversation so he would not answer.

Member LeTourneau raised a point of order and asked whether or not a candidate forum can be conducted by the EDA.

Member Skaff asked why the League of Women Voters candidate forum was cancelled.

City Administrator Ulrich stated the candidates refused to participate.

Member Steffan suggested the EDA give direction to staff to determine the deadline for utility bills and to determine whether another group can take the lead on hosting a candidate forum.

Member McGlone raised a point of order and stated this body cannot direct staff if it is not participating in the conversation regarding candidate forums.

City Administrator Ulrich stated other organizations might include the Ramsey Foundation or the North Metro Chamber of Commerce.

Member Steffan stated he would like the City to explore this further if he can give that direction.

6. ADJOURNMENT

Motion by Member Steffan, seconded by Member Williams, to adjourn the meeting.

Motion carried. Voting Yes: Chairperson Riley, Members Steffan, Williams, LeTourneau, McGlone, and Skaff. Voting No: None. Absent: Member Wise.

The regular meeting of the Economic Development Authority adjourned at 9:20 a.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Patrick Brama
Management Analyst

Draft by Barbara Hughes, *TimeSaver Off Site Secretarial, Inc.*

CC Regular Session **4. 3.**

Meeting Date: 10/23/2012

Submitted For: Dan Bray **By:** Jo Thieling, Administrative Services

Information

Title:

Approve Request to Declare Surplus Property

Background:

Staff is requesting Council declare the following property surplus and authorize sale of same:

1. Samsung Fascinate Verizon Wireless 3G Smartphone (This was the City Administrator's City-provided mobile phone which has since been replaced with newer technology. The original box is available; however, the power cord is missing. The city does not have a current need for the phone.

2. Fifty 3-ring binders, various sizes and colors

3. One plastic file box size 13-3/8 x 9-3/4 x 11-7/8

4. 179 blue binders (e.g. used for covers for paper agendas)

Council Action:

Motion to declare the above mentioned items as surplus and authorize sale/auction of same.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:39 AM
	Form Started By: Jo Thieling	Started On: 10/16/2012
	Final Approval Date: 10/18/2012	

CC Regular Session **4. 4.**

Meeting Date: 10/23/2012

By: Jo Thieling, Administrative Services

Information

Title:

Approve the Following Meeting Minutes:
1) City Council Work Session - October 2, 2012
2) City Council Work Session - October 9, 2012
3) City Council Regular Session - October 9, 2012

Council Action:

Motion to approve the following meeting minutes:
1) City Council Work Session - October 2, 2012
2) City Council Work Session - October 9, 2012
3) City Council Regular Session - October 9, 2012

Attachments

100212 CCWS Mts

100912CCWS Mts

100912 CC Reg Mts

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:44 AM

Form Started By: Jo Thieling Started On: 10/18/2012 11:18 AM

Final Approval Date: 10/18/2012

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, October 2, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Mayor Bob Ramsey Councilmember Randy Backous Councilmember David Elvig Councilmember Colin McGlone Councilmember Jeffrey Wise (arrived at 6:42 p.m.)
Member Absent:	Councilmember Sarah Strommen Councilmember Jason Tossey
Also Present:	City Administrator Kurtis Ulrich Finance Director Diana Lund Parks and Assistant Public Works Superintendent Mark Riverblood Development Services Manager Timothy Gladhill Management Analyst Patrick Brama Development Manager Darren Lazan

1. CALL TO ORDER

Mayor Ramsey called the City Council Work Session to order at 6:40 p.m.

2. TOPICS FOR DISCUSSION

2.01: Strategic Plan Update

City Administrator Ulrich reviewed the staff report, list of goals that came out of the Council's planning session, and working document with timelines and Committee schedules.

Councilmember Wise arrived at 6:42 p.m.

City Administrator Ulrich requested feedback on the Marketing items.

Mayor Ramsey suggested using the golf course storm water plan as an opportunity to reach out to residents who are concerned about the storm water utility fee and what it covers.

City Administrator Ulrich stated the City recently changed the Council format on QCTV to include video clips of normal City activity. There have also been more features in the *Ramsey Resident* such as flushing hydrants, snow plowing policy, and other topics. He requested feedback on the Housing items.

Councilmember Backous asked about the status of hosting the open house.

City Administrator Ulrich requested input on the format for the open house, noting nothing is planned for October but an open house could be planned for later in the year.

City Administrator Ulrich reviewed and requested input on the Budget/Finance strategies related to the City's road reconstruction initiative.

Mayor Ramsey stated he thinks it is important to have that discussion because he thought the Council wanted to start funding road reconstruction even though the problem does not start until 2014. He supported setting aside funds now to help with that problem and discuss how road reconstruction will be funded going forward.

Councilmember Backous suggested that item also be put in the Marketing strategic goal so residents are aware the Council is working to solve that problem.

City Administrator Ulrich continued review of the Budget/Finance strategy items and asked for input on management of services and cost to provide those services. He described how that can be addressed by bringing staff together to brainstorm processes, noting it involves a short-term expense but he believed it would be worth it in the long run.

Mayor Ramsey stated that is what the City Administrator is being paid to do, identify areas that can be more efficient and request funding, if needed.

Councilmember Elvig suggested City Administrator Ulrich review the process to provide services and submit a list of services that take 15 steps or more and could be more efficient.

City Administrator Ulrich reviewed the strategy for contracting services and functions.

Mayor Ramsey commented on the difficulty of comparing true costs between staff and consultants.

Councilmember Backous agreed it is difficult to quantify costs for contractors and staff so you need to get as close as you can.

Mayor Ramsey stated the City knows the costs for salary, benefits, insurance, vehicles, and nonproductive time. The other factor is the cost to cover staff's mistakes and if a contractor covers their own mistakes.

Councilmember Backous noted when using contractors there is also a loss of institutional knowledge that a long-term employee would be aware of, which is another difficult item to quantify.

Mayor Ramsey reviewed a case where a staff mistake was made even though plans had been prepared.

City Administrator Ulrich reviewed the strategy to reduce HRA and EDA levies.

Mayor Ramsey asked for an update on the use of Anoka County HRA funds.

City Administrator Ulrich explained that Anoka County said they can fund housing projects but cannot fund economic development projects with the levy unless the City Council adopts a resolution saying they can do so. He explained the City can make all expenditures housing related but Anoka County found The COR to contain mixed uses. City Administrator Ulrich advised this resolution will be presented to the Council at the next meeting. City Administrator completed review of capital purchases, CIP projects, opportunities for additional revenue by renting out equipment or using contract staff, and looking for efficiencies to reduce costs. He then reviewed strategies for Transportation.

Councilmember Backous noted with the Sunfish Lake Boulevard project, the State put in median cuts and asked about the possibility of opening those medians.

City Administrator Ulrich stated a full access opening is not likely and there will probably be restricted movements.

Councilmember Wise stated he would support approaching Anoka County about loss of business revenues and property tax values not corresponding by going down.

Mayor Ramsey noted Anoka County is only talking about this project.

Councilmember Wise stated the City needs to bring this up with Anoka County at every opportunity because the City's businesses pay more taxes than any residence and Anoka County needs to look at the impact to revenues.

Mayor Ramsey stated that is germane when considering policy of the Anoka County to accept federal funds if the County is trading decreased property tax values for federal dollars.

Councilmember Wise stated the City can get traffic reports and quantify the number of accidents, which goes to the issue of public safety.

Mayor Ramsey stated Anoka County will continue what they are doing because they want to use federal funds for the roads.

Councilmember McGlone stated he attended an Anoka County meeting for a project they just completed and at that meeting the County had listed every accident and noted its location on a map.

Councilmember Wise stated he would like to know the number of accidents since Anoka County has been hard channeling roads over the last five years.

Councilmember Elvig noted Highway 47 has been on the list for ten years, was raised to a level of urgency two years ago, and gotten nothing but worse for the past 5-7 years. Now the Council is talking about starting to prepare for it. He noted that all traffic from this area has to go through this funnel every single morning, and it is backing up traffic past the Ice Arena. This is a monumental problem and there are several reasonable solutions that could be considered.

Mayor Ramey stated the strategy is how to move forward with roads so we do not create problems with business access, a short-range goal to improve traffic flow, and how to fix traffic through Anoka.

Councilmember McGlone stated the communities of Anoka, Nowthen, and St. Francis need to join Ramsey to increase the pressure so Anoka County will address these issues.

Mayor Ramsey noted those residents are probably experiencing the problem but at this point it is not at their Council's awareness.

Councilmember McGlone stated he is most frustrated with the City of Anoka and how they address their roads.

Councilmember Backous noted it is a Ramsey problem and Anoka is not interested in how it impacts Ramsey's residents.

Councilmember Elvig stated the Anoka Comprehensive Plan builds out an area for two lanes east and north and if that can be fixed, it would help Highway 47 for the next 10-15 years.

Councilmember Backous stated it is a huge problem and Anoka County needs to become involved to move the fair grounds.

Mayor Ramsey noted Highway 47 is a State highway so they also need to be involved.

Councilmember Elvig felt the State will not become involved unless the cities involved show interest.

City Administrator Ulrich stated the most immediate success may be getting additional lanes but Highway 47 through Anoka is a huge issue.

Councilmember Wise noted when you threaten to take away money, they may listen, so his argument fits into any of the situations raised.

Mayor Ramsey stated that Anoka County needs to stop the practice of making intersections so safe that no one can get into them in order to get federal funding because of the impact to businesses.

Councilmember McGlone noted the federal government does not care if the business goes tax forfeit, it is a non-argument and not worth raising.

Councilmember Elvig stated if you have access to a County road, that is an appraisal issue and taking that away is an impact. He felt you could argue that at least one-half of the value is gone.

City Administrator Ulrich stated that is a high priority. He reviewed additional Transportation strategies.

Councilmember McGlone asked if the City has notified businesses or residents that Alpaca will be closed next year.

Development Services Manager Gladhill stated he had conversation with the future owner of Canvass Craft so they are aware of it and had no issue.

Councilmember McGlone suggested staff send out notice of that upcoming road project.

Mayor Ramsey suggested an open house also be held.

The Council discussed the private road behind Caribou.

Parks and Assistant Public Works Superintendent Riverblood stated he talked with Public Works Superintendent Riemer about this and he thought the consensus was that all business owners should pay their landlords as part of their lease and be obligated to make those improvements, provide better snow removal, and maintenance. That had been staff's understanding of the Council's direction.

Councilmember McGlone advocated for not plowing that private roadway, just as will be done in The COR property being purchased by Councilmember Wise.

Mayor Ramsey noted the City has a piece of that property by Caribou.

Councilmember Backous asked if the City is plowing a private street.

Parks and Assistant Public Works Superintendent Riverblood stated he will find out.

Councilmember Elvig stated it is a publicly traveled road and the businesses do not have the equipment to remove a large amount of snow. He advocated to have staff meet with the owners to address the problems and how they will be resolved.

Councilmember McGlone noted any private snowplow operator has the equipment and knows it needs to be pushed back to accommodate new snowfalls. He stated he would not disagree with staff meeting with the owners to remind them it is a private road so they need to clear it.

Councilmember Backous agreed this is not a City problem.

Councilmember Wise stated they may clear snow enough to keep it open for the businesses but not so much that it continues to be used as a cut through route.

City Administrator Ulrich stated the City does have property there, the Historic Town Hall, and the radio tower property is owned by WCCO. He reviewed the Development strategies and requested input.

Councilmember Elvig asked about having an RFP for a professional realtor.

Councilmember McGlone stated that was already looked at and he would prefer the buildings go dark before losing more money.

Councilmember Backous stated that is true fiscally; however, the City's best marketing plan is Highway 10 and having dark/dilapidated buildings along Highway 10 in Ramsey would not be of benefit.

Councilmember Wise agreed and stated he talked with a business owner leaving Ramsey who talked about signage issues along Highway 10. He noted that his number one marketing tool is his reader board sign.

Mayor Ramsey stated if the buildings are costing money, the City may need to reverse course. He pointed out that the Metropolitan Council is not allowing the City to manage the properties it owns, noting the 10% is not covering City costs. He felt the Metropolitan Council needs to be caring about a water main break and covering administrative costs. If they want to pay enough for a property manager that would be great.

City Administrator Ulrich stated the City has been managing the properties for about one year so those costs can be identified to determine if it is worth outsourcing. Or, the City could go back to the Metropolitan Council to cover costs for things like the broken water pipes, leasing, and other management costs.

Councilmember Backous noted the City sets the lease prices.

Finance Director Lund stated the lease covers the property tax and liability insurance but not staff time, which is the City's donation. However, if an outside source handled property management, those costs could be covered.

The Council discussed whether the buildings should be removed and how the costs can be covered.

Councilmember McGlone stated the City has Metropolitan Council dollars to knock down the buildings and if the buildings are removed, the road improvements would be more likely.

Mayor Ramsey stated the numbers would also look better if the City was not leasing and it hurts the City's case to get Highway 10 pushed ahead.

Councilmember Backous stated he does not want the buildings darkened but is willing to discuss whether they should be removed.

Councilmember Wise stated the point was to buy the properties at a better price, noting it may be best to leave them alone so the project is cheaper.

City Administrator Ulrich continued review of Development strategies.

Councilmember Elvig addressed business retention and suggested creating a revolving fund for businesses trying to expand facilities or equipment as a bridge note of equity to parlay with a bank loan. He felt offering that option could be a tremendous tool for businesses making decisions whether to expand in Ramsey.

City Administrator Ulrich stated the City already has $200,000 in a Business Revolving Loan Fund.

Councilmember Elvig asked whether businesses are aware of that option.

Mayor Ramsey stated it provides a bridge loan that is subordinate to the bank.

Councilmember McGlone stated if the business cannot cover a gap in financing, that business can probably not qualify for a loan anyway.

Mayor Ramsey asked if the EDA has completed a work plan and if they talked about marketing their property.

Councilmember Wise stated they did discuss that matter.

City Administrator Ulrich stated the EDA could sell off the property quickly or consider a master plan and parcel assembly. He reviewed policies/programs/services strategies, noting the need to be aware of project completion dates and business impacts.

Councilmember Wise agreed with the need to consider financial relief to businesses impacted by road projects.

Development Services Manager Gladhill explained that with the Central Corridor, Minneapolis used local dollars in a marketing campaign to find business.

Councilmember Wise stated he can show the financial impact on his business that was caused by the road reconstruction project.

Councilmember Backous noted on the other side, there will also be an increase in business as a result of the improved roadway.

City Administrator Ulrich asked whether the Council wanted to hold a more in-depth discussion about building permits for siding, windows, and roofing projects. It was noted this topic was briefly discussed at a past Work Session.

Councilmember Wise stated after that meeting discussion, he talked with Ron Wasmund, President of Inspectron, and understands there is not much the City can do at this point.

Councilmember McGlone agreed and suggested the Council move on.

City Administrator Ulrich thanked the Council for its feedback on the Strategic Plan.

3. FUTURE TOPICS FOR DISCUSSION

3.01: Review Future Work Session Topics / Calendar

Councilmember Wise asked if there is interest in discussing some kind of financial assistance to businesses impacted by road construction projects.

Mayor Ramsey stated he is not interested unless on a case-by-case basis.

Councilmember Wise stated there will be a lot of construction projects over the next several years and as Bunker and Sunwood builds out more businesses will be impacted. He noted some type of criteria would need to be established, such as duration of assistance.

Councilmember McGlone suggested the EDA discuss this topic since it may relate to business retention.

Councilmember Elvig stated he understands the concern but thinks doing so would create a "slippery slope" in determining the length of impact and the amount of impact.

Mayor Ramsey stated there is not Council consensus to pursue this topic.

4. MAYOR / COUNCIL / STAFF INPUT

None

5. ADJOURNMENT

Motion by Mayor Ramsey, seconded by Councilmember Backous, to adjourn the Work Session meeting.

The Work Session of the City Council was adjourned at 7:47 p.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, October 9, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Mayor Bob Ramsey Councilmember Randy Backous Councilmember David Elvig (arrived at 5:53 p.m.) Councilmember Colin McGlone Councilmember Sarah Strommen Councilmember Jeffrey Wise
Member Absent:	Councilmember Jason Tossey
Also Present:	Deputy City Administrator/Finance Director Diana Lund Public Works Superintendent Grant Riemer Human Resources Manager Colleen Lasher Development Services Manager Timothy Gladhill Management Analyst Patrick Brama Interim Engineer Shane Nelson Development Manager Darren Lazan

1. CALL TO ORDER

Mayor Ramsey called the City Council Work Session to order at 5:37 p.m.

2. TOPICS FOR DISCUSSION

2.01: 2013 Schedule of Rates, Fees, and Charges

Deputy City Administrator/Finance Director Lund reviewed the staff report and fee schedule. It was noted the sewer and water connection rates have been reduced to reflect the recommendation of the Comprehensive Sewer and Water study. The only proposed increases are related to the storm water utility charge and SAC charge dictated by the Metropolitan Council.

The consensus of the Council was to support the proposed 2013 Schedule of Rates, Fees, and Charges, as presented.

2.02: Sunwood Drive / Armstrong Boulevard – Consider Change Order #3

Interim Engineer Nelson reviewed the staff report and Change Order #3 to provide an ADA concrete crosswalk at the access drive to serve the existing retail area (Coborn's, Acapulco, etc.),

storm sewer modifications in COR TWO retail area, and other minor storm sewer and curb alignment revisions on Sunwood Drive.

Councilmember Strommen asked if these costs are associated with the plat or the Sunwood Drive or the Armstrong Boulevard project.

Development Manager Lazan explained it is a combination of all three. When the driveway was realigned as part of the Sunwood Drive project, the City reserved a section of trail easement for future connection. As the plan developed, it was decided to install the trail with the Sunwood Drive project so now an ADA crosswalk is required. He explained that doing the work now eliminates having to tear up the road for later installation.

Councilmember Strommen asked whether this is the opportunity to change the plans to fit the plat and if it should have been anticipated originally.

Development Manager Lazan explained originally the City was not going to install the trail but now it is being installed. In addition, as plans for COR TWO were developed it was determined where the storm sewer was to be located. He indicated that doing the work now will make for better sequencing.

Councilmember Strommen noted the funding source is the Equipment Revolving Fund but some costs should be allocated to the retail project.

Deputy City Administrator/Finance Director Lund stated the costs will be broken out once they are determined. She noted that when originally presented, the estimate was higher because Northstar Market Place had been included.

Development Manager Lazan indicated some costs will be allocated to the retail project but the retail project is also taking on the trail project so staff will need to determine a reasonable split.

The consensus of the Council was to approve Change Order #3, an increase of $23,559.72.

2.03: Sunwood Drive Project – Consider Additional Electrical Receptacles

Interim Engineer Nelson reviewed the staff report and proposal from Connexus to move/install street light fixtures, power to the center of the roundabout, and to install duplex receptacles at tree locations along Sunwood Drive. He advised this is an optional item and not necessary for the project.

Mayor Ramsey asked if the conduit is already installed.

Interim Engineer Nelson stated it is not. He indicated this would be 110 volt so new cable needs to be run to provide power to the receptacles and install a new transformer near the SuperAmerica site. The costs cover new receptacles, transformer, and to extend power to tree receptacles.

Development Manager Lazan stated there is no power west of Zeolite. He explained that Connexus was asked for a bid to provide power so if the project came in under bid, it could be considered. Now Connexus has realized the number they provided was incorrect and the actual number is higher. The cost under consideration is to extend power to trees west of Zeolite where there are no receptacles. He noted this is not a hardscaped section as in front of City Hall so he did not think it was as critical to have power to every tree.

Mayor Ramsey asked about piping music into that area.

Development Manager Lazan recommended music be only piped to the COR ONE area.

Councilmember Wise stated he did not support the extra cost, noting you can also get power from the poles.

Councilmember Backous agreed it would never be cheaper or easier than to do it now but it is a "want" versus a "need." He stated if the cost were half this amount, he may consider it.

Interim Engineer Nelson stated the cost per outlet is the same as the original proposal but this would add receptacles.

Development Manager Lazan noted the total cost for receptacles is probably $50,000 with what was included in the bid plus this additional cost.

Councilmember Elvig arrived at 5:53 p.m.

Mayor Ramsey stated you need to envision what it will look like if this section does not have lit trees and indicated he would not support this additional cost.

Interim Engineer Nelson stated he was unsure whether the work included in the bid has already been started but thinks most of the cable is installed to service the original 33 receptacles.

Councilmember Wise asked about the location of the original 33 receptacles.

Development Manager Lazan stated those locations can be designated.

Councilmember McGlone noted there will be a monument sign on the Armstrong Boulevard side, the gateway into the project, whether or not urban streetscape. He asked about installing the contract receptacles at the entry up to the round about, provided there is no extra cost.

Mayor Ramsey asked staff to find out how much is already installed and utilize what has been allocated at the entry.

Councilmember McGlone stated he would support an additional $1,000 if needed for one or two tree receptacles to complete the area.

Interim Engineer Nelson reviewed the project schedule and indicated he would contact Connexus Energy tomorrow.

The consensus of the Council was to not approve the proposal from Connexus Energy at an estimated cost of $28,760 to install 27 additional electrical receptacles and direct staff to determine the location of the original 33 receptacles and focus them along the entry.

Deputy City Administrator/Finance Director Lund indicated this consensus will result in removing Item 8 from tonight's Consent Agenda.

2.04: Discuss Requesting / Allocating Funding from Anoka County Housing and Redevelopment Authority toward The COR Development Project

Management Analyst Brama reviewed the staff report and advised that in addition to the annual levy, the resolution opens the opportunity to utilize the current Anoka County HRA undesignated Fund balance of $575,000 for economic development projects within Ramsey.

Karen Skepper, Assistant Anoka County HRA Executive Director, explained that if the City put forward a request today, it could cover some specifically related housing projects in The COR.

Mayor Ramsey asked if there is a downside to using these funds.

Management Analyst Brama indicated this option was originally introduced at the EDA level and a number of questions were asked of Anoka County relating to liability, ability to opt out, and all responses indicate it is a safe action for the City. He explained that after five years, the City can opt out via Council resolution so the City is not being exposed to extra levy or liability.

Ms. Skepper stated approval will add flexibility to spending and more options and she cannot think of a down side since there is no additional liability.

Councilmember Backous asked how long the funds have been accumulating.

Ms. Skepper explained that Ramsey joined the HRA about 12 years ago. The County has placed an HRA levy for all of those years. Some funds were pledged to support the senior housing should rents not cover all expenses but it is cash flowing so that has not occurred and the fund has grown. Ms. Skepper noted a past Council also used funds to purchase land in The COR for senior housing projects. She explained the County elected officials want to know the City Council has approved use of these funds so a resolution is required to spend the funds.

Deputy City Administrator/Finance Director Lund indicated it was 2009 when the Town Center land was acquired and the City drew $600,000 for that purchase.

Councilmember Backous stated there are a lot of economic development needs in Ramsey and asked why the City has not tapped into these funds for other projects.

Mayor Ramsey stated the Council did not know the funds were available.

Ms. Skepper advised that Anoka County did not have economic powers until 2009 so that was not an option until then. Since 2009, Anoka County has been working with cities but when Ramsey was approached, it was not interested in participating. She believed now is a good opportunity to access those funds.

Councilmember McGlone stated this option was introduced at the EDA level and he found it to be a "bait and switch" on taxpayers because they were taxed for housing projects and now Anoka County is coming up with new reasons and ways to spend the money. Councilmember McGlone stated he would rather leave this money in bank until Ramsey has a housing need. He stated he did not care for the program that Anoka County laid out so he is opposed and will continue to be opposed.

Councilmember Strommen noted if the City opts into economic development activities, it will have more flexibility in the programs it can choose. She asked whether there is a specific program the City has to follow or if its EDA can make recommendations to address cuts its levy has sustained.

Ms. Skepper stated the Anoka County HRA is a very reactive agency and waits for the City to set the course then checks Statute to determine if it is a fundable project.

Councilmember Backous asked whether the Ramsey EDA has provided a recommendation.

Management Analyst Brama stated there were split feelings so the EDA took no action on this item at its last meeting but wanted to talk about it again at its next meeting, which is scheduled for this week Thursday.

Councilmember Backous asked why this matter is being considered by the Council tonight if it is still under consideration by the EDA.

Management Analyst Brama explained this matter had been brought forward during the HRA meeting and while the EDA could make a recommendation on the Anoka County's economic development activities, it is a Council decision via adoption of resolutions.

Councilmember Backous stated he understands the Council makes the decisions but he relies on recommendations from those appointed to the HRA.

Mayor Ramsey pointed out these are HRA dollars, not EDA dollars. He stated he supports this option because the City has already undertaken EDA functions in The COR.

Deputy City Administrator/Finance Director Lund reviewed that when the HRA levy was adopted in the budget meeting, it was with using Anoka County funds for COR activities and those funds only qualify if economic development related. This matter was placed on tonight's agenda because the Anoka County HRA will be meeting on October 23, 2012.

Councilmember McGlone stated the Council has not set the final levy and needs to talk about that without using this pot of money because he thinks it is "bait and switch" to the taxpayers.

Mayor Ramsey stated he did not agree with that opinion, noting the Council will be talking about a senior housing project.

Councilmember McGlone felt it would then be a standalone project and the City could go back to Anoka County for funding of just that project.

Mayor Ramsey stated he opposed levying more taxes or using reserves and preferred to use the money now.

Deputy City Administrator/Finance Director Lund asked when Anoka County took over the debt and how long Ramsey had to stay in the Anoka County levy.

Ms. Skepper advised the Joint Powers Agreement lasts the length of the debt, which has 20 years remaining. The time out piece was a period of five-years during which if the project did not cash flow, the City was responsible for that amount. However, that did not occur and the five-year period of time expired.

Management Analyst Brama stated if the City chose to opt in with EDA activities, it is not dedicating to a specific path or program, it is just allowing the use of the funds so it would not tie the hands of the EDA. He stated this discussion started because of the County's Economic Guardian Program and opting in only allows the ability to use the funds.

Councilmember Elvig asked whether HRA funds are taxed and pooled.

Ms. Skepper stated they are not and when economic development powers were added, it did not include a separate EDA with levy authority. The funds can be used for housing, redevelopment, and now economic development.

Councilmember Elvig agreed with the comments of Councilmember McGlone that this is a "bait and switch" situation. He asked whether Ramsey citizens are aware Anoka County is levying HRA dollars for EDA activity.

Ms. Skepper explained that is why Anoka County is working with City Councils, to have discussions and resolutions and assure it is openly aired.

Mayor Ramsey indicated that HRAs generally have more authority than EDAs and can do economic development activities with EDA dollars. He felt there was no difference in this case just because the money has "HRA" on it.

Councilmember McGlone stated when the City bought The COR, the Council talked about what it needed to do. He noted a restaurant needs people and that is the reason for the Flaherty building. Councilmember McGlone felt $500,000 could be quickly used with an apartment building and he thinks the City will get another opportunity to use that money in one project.

Councilmember Backous stated he agreed with Mayor Ramsey that there is no difference but it is an EDA activity so he was uncomfortable on the surface with this option. He stated he also agreed with Councilmember McGlone that it is a tax on residents where funds were to be dedicated for a specific purpose but are now being used in other ways. Councilmember Backous stated he preferred to opt out of the Anoka County levy and instead have the City do its own levy.

Councilmember McGlone supported allowing that money to sit in the bank because he thinks in the next year or two the City will have a housing project and can use the money then. He noted that an additional 200 residents can make the difference in the success of some projects.

Mayor Ramsey pointed out that TIF can be used for those types of projects.

Councilmember Strommen asked what other information needs to be provided to Anoka County on the projects.

Ms. Skepper explained that traditionally Anoka County has worked on a specific project and done reimbursement of expenses. This is a new step if Anoka County were to work with Ramsey on funding part of the HRA budget. Ms. Skepper stated Anoka County is asking for City Council resolutions of support, its budget, and the Anoka County HRA will determine if it can waive the reimbursement process. He indicated this option is being considered by the Management Committee and awaiting action by the Ramsey City Council.

Councilmember Strommen reviewed the list of projects submitted to Anoka County.

Councilmember McGlone stated if there was an HRA budget on the City, the Council would not have to work off such a list. He felt approving this option was opening "Pandora's Box."

Deputy City Administrator/Finance Director Lund reviewed the HRA budgeted items and those related to The COR expenses, the Podawiltz Development Corporation's project, and the senior project.

3. FUTURE TOPICS FOR DISCUSSION

3.01: Review Future Work Session Topics and Calendar

Councilmember Strommen noted all three cases discussed are on tonight's Consent Agenda and asked why they were not regular agenda items.

Deputy City Administrator/Finance Director Lund stated the intention was to hold the discussion at the Work Session.

Councilmember McGlone stated his intention to pull Consent Agenda Items 4:12.

4. MAYOR / COUNCIL / STAFF INPUT

None

5. ADJOURNMENT

Motion by Councilmember Wise, seconded by Councilmember Backous, to adjourn the Work Session meeting.

The Work Session of the City Council was adjourned at 6:25 p.m.

Respectfully submitted,

_____

Diana Lund
Deputy City Administrator/Finance Director

ATTEST:

_____

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, October 9, 2012, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Bob Ramsey
Councilmember Randy Backous
Councilmember David Elvig
Councilmember Colin McGlone
Councilmember Sarah Strommen
Councilmember Jeffrey Wise

Members Absent: Councilmember Jason Tossey

Also Present: Deputy City Administrator/Finance Director Diana Lund
Human Resources Manager Colleen Lasher
Development Services Manager Timothy Gladhill
Assistant Planner/Environmental Coordinator Chris Anderson
Management Analyst Patrick Brama
City Attorney William Goodrich
Interim Engineer Shane Nelson
Development Manager Darren Lazan

1. CALL TO ORDER

Mayor Ramsey called the regular meeting of the Ramsey City Council to order at 7:00 p.m., followed by the Pledge of Allegiance led by Mayor Ramsey.

2. PRESENTATION

None.

3. CITIZEN INPUT

Mark Shatza and Adam Rinowski, Boy Scout Troop 204, introduced themselves and explained they were attending as part of the Communications Merit Badge, an Eagle Scout requirement.

4. CONSENT AGENDA

Motion by Councilmember Elvig, seconded by Councilmember Backous, to approve the following items on the Consent Agenda as revised to remove Items 4:08, 4:10, 4:12, and 4.13:

4.01: Receive August 2012 Financial Reports – General Fund and Enterprise Funds
4.02: Receive Building Permit Revenue Report for September 2012
4.03: Note the Following Board and Commission Meeting Minutes:
1) Planning Commission Meeting Minutes dated August 2, 2012
2) Economic Development Authority Meeting Minutes dated August 2, 2012
3) Environmental Policy Board Meeting Minutes dated August 6, 2012
4.04: Approve the following Meeting Minutes:
1) City Council Work Session – August 13, 2012
2) City Council Regular – August 13, 2012
3) City Council Work Session – August 28, 2012
4) City Council Regular – August 28, 2012
5) City Council Work Session – September 4, 2012
6) City Council Work Session – September 11, 2012
7) City Council Regular – September 11, 2012
8) City Council Work Session – September 25, 2012
9) City Council Regular – September 25, 2012
4:05: Approve Request to Declare Surplus Property
4.06: Approve Termination Agreement with First Transit, Inc. for Ramsey Star Express
4.07: Approve Change Order #3 for Sunwood Drive Project
~~4.08: Approve Connexus Proposal – Sunwood Drive Project~~ This item was removed from the Consent Agenda.
4.09: Adopt Resolution #12-10-149 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 20, 2012, through October 4, 2012
~~4.10: Adopt Resolution #12-10-XXX for the Transfer of Funds to the Housing and Redevelopment Authority (HRA) Fund to Carry out the Goals of the Redevelopment Plan of 2007~~ This item was removed from the Consent Agenda and considered as Case 7.01.a.
4.11: Adopt Resolution #12-10-150 Authorizing Acceptance of the Office of the State Auditor's Finding
~~4.12: Adopt Resolution #12-10-XXX Requesting that Anoka County Housing and Redevelopment Authority (HRA) Allocate $236,000 of its 2013 Levy toward The COR Development Project in the City of Ramsey and Adopt Resolution #12-10-XXX Declaring the City of Ramsey Support of Anoka County and its County-wide Economic Development Objectives and Activities~~ This item was removed from the Consent Agenda and considered as Case 7.03.
~~4.13: Adopt Resolution #12-10-XXX Identifying the Terms of Sale of Outlot A Ramsey Town Center 3rd Addition~~ This item was removed from the Consent Agenda and considered as Case 7.01.b.
4.14: Report from the Public Works Committee Meeting dated September 18, 2012:
1) Review Resident's Concerns with the Sunfish Lake Boulevard / CR 116 Project – *Ratify the recommendation of the Public Works Committee to follow the guidelines of the Anoka County Highway Department and direct staff to call resident Jessie Diaz several months after project completion to learn whether cut through traffic is still a concern.*
2) Consider Stop Sign Request for 145th Lane and Tungsten Way – *Ratify the recommendation of the Public Works Committee to accept staff's recommendation to*

install a four-way stop at 145th Lane and Tungsten Way because of the limited sight distance caused by the grade differential at that intersection.

3) Consider Stop Sign Request at 152nd Lane and Helium Street – *Ratify the recommendation of the Public Works Committee to accept staff recommendation to not install stop signs at the intersection of 152nd Lane and Helium Street because it does not meet the warrants outlined in the manual on Uniform Traffic Control Devices (MUTCD), traffic volumes are low, and visibility is satisfactory on all three legs.*
4) Consider Sight Triangle Concerns at Alpine Drive and Puma Street – *Ratify the recommendation of the Public Works Committee to authorize entering into negotiations with the landowner for necessary easements to lower the boulevard south of Alpine Drive and west of Puma Street to provide better sight distance.*
5) Crosswalk Request for Zirconium Street and Alpine Drive – *Ratify the recommendation of the Public Works Committee to direct staff to further research and make recommendation on the installation of a crosswalk near the Zirconium Street and Alpine Drive intersection.*
6) Consider Retention Pond Improvements Near 5430 149th Lane – *Ratify the recommendation of the Public Works Committee to authorize staff to work with the property owners to remove selected trees adjacent to the pond near 5430 149th Lane for ease of future maintenance and to leave the pond configuration as is.*
7) Consider Storm Water Improvements at Rum River Hills Golf Course – A continuation of discussion related to 2011 flooding concerns – *This item was brought forward as a separate case at the September 25, 2012, City Council meeting.*
8) Sunwood Drive Project – Supplemental Agreement #1, Change Order #2 and Connexus Relocation Charges – *Ratify the recommendation of the Public Works Committee to approve Supplemental Agreement #1 for a trail width of ten feet, to extend the curb to the south 126 feet to prevent runoff from Armstrong Boulevard from sheet flowing onto the proposed parking area in the COR TWO, estimated at $5,001, and to direct City Administrator Ulrich to have all parties in the room at one time and negotiate a settlement for City Council consideration.*
9) Review of Miscellaneous Storm Water Appurtenances in the Vicinity of Lake Ramsey – *Ratify the recommendation of the Public Works Committee to declare storm water appurtenances in the vicinity of Lake Ramsey to be surplus property, to ask Parks & Assistant Public Works Superintendent Riverblood to provide a recommendation on potential park use, and to dispose of all items that have no future use so as not to be a concern for future development.*
10) Follow-up Information on Radar Speed Signs – *Ratify the recommendation of the Public Works Committee to approve the purchase of two SP 100 signs with solar panel and 3-cell battery backup.*
11) Sunwood Drive Traffic Control Plan – *Ratify the recommendation of the Public Works Committee to keep Zeolite open as long as possible.*

4.15: Report from the Personnel Committee Meeting dated September 25, 2012:

1) Consider a Resolution to Hire Paid-on-call Firefighters – *Ratify the recommendation of the Personnel Committee to adopt Resolution #12-10-151 to hire Jeff Erickson, Alex Merritt, Mike Nelson, Adam Schrag, and Scott Widstrom as Paid-on-call Firefighters at $12.88 per hour effective October 10, 2012.*

4.16: Report from the Personnel Committee Meeting dated October 2, 2012:

1) Consider a Resolution to Hire an IT Specialist – *Ratify the recommendation of the Personnel Committee to adopt Resolution #12-10-152 to hire Jason Fredrickson as the regular IT Specialist at $20.50 per hour as of October 10, 2012*

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Elvig, Backous, McGlone, Strommen, and Wise. Voting No: None. Absent: Councilmember Tossey.

5. APPROVE AGENDA

Motion by Councilmember Backous, seconded by Councilmember Wise, to approve the agenda as presented.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Backous, Wise, Elvig, McGlone, and Strommen. Voting No: None. Absent: Councilmember Tossey.

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adopting Ordinance to Vacate a Portion of Drainage and Utility Easement on 8250 163rd Avenue NW; Case of William Nemec and Shari Monchamp

Mayor Ramsey closed the regular portion of the City Council meeting at 7:05 p.m. in order to conduct a public hearing.

Public Hearing

Mayor Ramsey called the public hearing to order at 7:05 p.m.

Presentation

Assistant Planner/Environmental Coordinator Anderson reviewed the staff report.

Citizen Input

There was none.

Motion by Councilmember Wise, seconded by Mayor Ramsey, to close the public hearing.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Wise, Backous, Elvig, McGlone, and Strommen. Voting No: None. Absent: Councilmember Tossey.

The public hearing was closed at 7:08 p.m.

Council Business

Mayor Ramsey called the regular City Council meeting back to order at 7:08 p.m.

Motion by Councilmember Elvig, seconded by Councilmember Backous, to waive the Charter requirement to read the ordinance aloud and adopt Ordinance 12-16 to Vacate a Portion of Drainage and Utility Easement on 8250 163rd Avenue NW as shown on the exhibit.

A roll call vote was performed by the Recording Secretary:

Councilmember Wise	aye
Councilmember McGlone	aye
Councilmember Elvig	aye
Councilmember Strommen	aye
Councilmember Backous	aye
Councilmember Tossey	absent
Mayor Ramsey	aye

Motion carried.

6.02: Public Hearing to Consider Extension or Revocation of a Conditional Use Permit for Motor Vehicle Sales at 8175 Riverdale Drive NW; Case of Quality RV

Mayor Ramsey closed the regular portion of the City Council meeting at 7:09 p.m. in order to conduct a public hearing.

Public Hearing

Mayor Ramsey called the public hearing to order at 7:09 p.m.

Presentation

Assistant Planner/Environmental Coordinator Anderson reviewed the staff report and recommendation to continue the public hearing to October 23, 2012, to allow time for consideration of the grading and drainage plans by the Lower Rum River Water Management Organization.

Citizen Input

There was none.

Council Business

Motion by Councilmember McGlone, seconded by Councilmember Wise, to continue the public hearing to October 23, 2012, at 7:00 p.m.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers McGlone, Wise, Backous, Elvig, and Strommen. Voting No: None. Absent: Councilmember Tossey.

7. COUNCIL BUSINESS

7.01: Change Purchase Entities for Property at 14590 Armstrong Boulevard NW (Wiser Choice Liquors)

Councilmember Wise recused himself due to a potential conflict of interest and left the Council Chambers at 7:12 p.m.

City Attorney Goodrich reviewed the staff report and stated the rationale for removing Cases 4:10, and 4:13 from the Consent Agenda because those cases deal with transfer of funds for the purchase of 14590 Armstrong Boulevard NW (Wiser Choice Liquors) and terms for the sale of Outlot A. He stated it is staff's recommendation that the funds be transferred from the City to the HRA to allow the ability to purchase the Wiser Choice Liquor property and that Outlot A be transferred to Sophia Ramsey, LLC, in exchange for loss of an access.

Councilmember Strommen asked how State law prohibition on this purchase had not come to light until this late date, noting the Council had been working on negotiations over a period of months and went through the process of adopting a resolution to address how to mitigate conflicts with interest.

City Attorney Goodrich described the timing of this consideration that began with the HRA and was then transferred to the City. He explained he discovered the Statute states it is for "goods and services" but real estate is excepted. City Attorney Goodrich advised the HRA has the authority to purchase properties for redevelopment and for utilities and infrastructure to enhance development. It was noted that part of the Wiser Choice Liquors property will be used for right-of-way for the Sunwood Drive improvement project and future Armstrong Boulevard/Highway 10 project and some parts may be joined to others for redevelopment.

Motion by Mayor Ramsey, seconded by Councilmember Backous, to affirm that because of State law restrictions, the City will not purchase from M&W Holdings, LLC the real property located at 14590 Armstrong Boulevard, and legally described as Lot 2, Block 1, Hauser Addition, Anoka County, Minnesota.

Further discussion: The Council discussed its support for the motion and intention to discuss during the HRA meeting whether the purchase results in subverting the spirit of the law.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Backous, Elvig, McGlone, and Strommen. Voting No: None. Absent: Councilmembers Tossey and Wise.

7.01.a: Adopt Resolution for the Transfer of Funds to the Housing and Redevelopment Authority (HRA) Fund to Carry out the Goals of the Redevelopment Plan of 2007

City Attorney Goodrich recommended action, if taken, be subject to the HRA approving purchase of this property. If not approved, the funds would not be transferred.

Motion by Councilmember McGlone, seconded by Mayor Ramsey, to Adopt Resolution #12-10-153 Authorizing the Transfer of Funds to the Housing and Redevelopment Authority (HRA) to be used for the Purchase of Wiser Choice Liquor as Outlined in the Redevelopment Plan of 2007, subject to the HRA approving purchase of this property.

Further discussion: Councilmember Strommen stated her intention to not support the motion to transfer City funds to the HRA specifically for purchase of property owned by a City Councilmember. Deputy City Administrator/Finance Director Lund indicated Bond Counsel addressed the issue of transferring these funds to the HRA and advised that as long as it is public funds and part of the Redevelopment Plan, it meets all qualifications needed. Bond Counsel Bray advised the law allows the HRA to do certain things that it does not allow the City Council to do and there is no prohibition on transfer of funds. If approved, the HRA would be using its statutory powers to accomplish something the City Council does not have the statutory power to accomplish.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers McGlone, Backous, and Elvig. Voting No: Councilmember Strommen. Absent: Councilmembers Tossey and Wise.

7.01.b: Adopt Resolution Identifying the Terms of Sale of Outlot A, Ramsey Town Center 3rd Addition

Attorney Goodrich reviewed the staff report, noting Outlot A would be transferred to Sophia Ramsey, LLC in consideration of a lost access as a result of the platting and Sunwood Drive realignment.

Motion by Councilmember Backous, seconded by Councilmember Elvig, to Adopt Resolution #12-10-154 Approving the Terms and Conditions of Sale for Outlot A, Ramsey Town Center 3rd Addition, Anoka County, Minnesota.

Motion carried. Voting Yes: Mayor Ramsey, Councilmembers Backous, Elvig, McGlone, and Strommen. Voting No: None. Absent: Councilmember Tossey and Wise.

Councilmember Wise returned to the Council dais at 7:36 p.m.

7.02: Adopt an Ordinance to Amend the Official Zoning Map for Lot 9, Block 2, WINDSORWOOD, Related to the City-Owned Lands Project

Management Analyst Brama reviewed the staff report.

Motion by Councilmember McGlone, seconded by Councilmember Wise, to waive the Charter requirement to read the ordinance aloud and Adopt Ordinance 12-17, an Amendment to Chapter 117, which is known as the Zoning and Subdivisions Chapter of the City Code of Ramsey, Minnesota, amending the Official Map.

Councilmember Backous aye
Councilmember Wise aye

Councilmember Elvig	aye
Councilmember McGlone	aye
Councilmember Tossey	absent
Councilmember Strommen	aye
Mayor Ramsey	aye

Motion carried.

7.03: Adopt Resolution Requesting that Anoka County Housing and Redevelopment Authority (HRA) Allocate $236,000 of its 2013 Levy toward The COR Development Project in the City of Ramsey and Adopt Resolution Declaring the City of Ramsey Support of Anoka County and its County-wide Economic Development Objectives and Activities

Management Analyst Brama reviewed the staff report.

Councilmember McGlone stated he had opposed this option at the EDA level and sees no reason to enter into a five-year contract with Anoka County. He preferred to leave the funds, which had been levied against Ramsey's residents and if approved, to opt out at the first opportunity.

Motion by Mayor Ramsey, seconded by Councilmember Strommen, to Adopt the Resolution Requesting that Anoka County Housing and Redevelopment Authority (HRA) Allocate $236,000 of its 2013 Levy toward The COR Development Project in the City of Ramsey and Adopt the Resolution Declaring the City of Ramsey Support of Anoka County and its County-wide Economic Development Objectives and Activities.

Further discussion: Mayor Ramsey noted the current HRA levy was quite high so the City Council agreed to lower the levy and ask Anoka County HRA for funds it had levied from Ramsey residents for projects. Councilmember Elvig stated he does not support this action and had voted to lower the HRA levy because he wanted the HRA to spend less. Councilmember Backous agreed that the HRA levy was too high and the intention was to reduce HRA spending. He stated his intention to oppose the motion because he felt these funds should be used on housing everywhere in Ramsey, not just in The COR. Councilmember Strommen asked whether some of the funds can be available for The COR senior housing project if the City does not opt into Anoka County EDA. Karen Skepper, Assistant Anoka County HRA Executive Director, stated they looked at Ramsey's funding request and found several are directly related to senior housing and could be directed toward those projects if specified by a City Council resolution. Assistant City Administrator/Finance Director Lund advised the HRA adopted levy only covered basic operations of the HRA so other items would have to be supported by future land sales.

Motion failed. Voting Yes: Mayor Ramsey, Councilmembers Strommen, and Wise. Voting No: Councilmember Backous, Elvig, and McGlone. Absent: Councilmember Tossey.

8. MAYOR, COUNCIL AND STAFF INPUT

Councilmember Strommen suggested providing a Council update since tonight's meeting was not video cast.

Councilmember Elvig presented his analysis of payments made to Flaherty and Collins and conclusion that expenses did not match the original proforma that had been approved.

Following a brief discussion, the City Council directed staff to review the information gathered by Councilmember Elvig and schedule this matter for further discussion at a Work Session meeting.

Development Manager Lazan described the thorough process for distributions that are certified by an independent project manager, registered and licensed architect, and PNC Bank.

Deputy City Administrator/Finance Director Lund requested direction related to approval of future pay estimates. The Council directed Deputy City Administrator/Finance Director Lund to continue to make payments according to the City Council approved agreement.

9. ADJOURNMENT

Motion by Councilmember Backous, seconded by Councilmember McGlone, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:00 p.m.

Respectfully submitted,

_____
Diana Lund
Deputy City Administrator/Finance Director

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 5.**

Meeting Date: 10/23/2012

Submitted For: Dean Kapler **By:** Dean Kapler, Fire Department

Information

Title:

Authorization to make application for Shared Fire Service Grant opportunity

Background:

The cities of Ramsey, Nowthen, St Francis, Oak Grove and Bethel have been meeting since October 2011 to research the feasibility of a shared fire service. Recently the Minnesota State Fire Marshal Division has announced funding to support studies for this type of research. Funding will be from $25,000-$40,000. Successful applicants will be required to produce a 10% match of the total grant amount.

The Shared Fire Services group last met on October 11, 2012 and discussed this grant opportunity. All within the group agreed to move ahead with the application, provided each of the five communities contribute to the 10% match. Using a population weighted formula, Ramsey's portion of the match would be from $1350-$2160. It should be noted that administrative costs incurred to manage the consultant contract can be included in the match.

Funding Source:

Ramsey's portion of the match would be charged to cost center 0220-6315 (Misc Professional Services) $15,000 was budgeted for 2013 for this activity.

Council Action:

Authorize by resolution for staff to participate in a grant application through the State Fire Marshal's office for the purposes of hiring a consultant to perform a feasibility study.

Attachments

Grant Application Resolution

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	10/16/2012 07:58 AM
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:22 AM

Form Started By: Dean Kapler Started On: 10/15/2012 01:20 PM

Final Approval Date: 10/18/2012

RESOLUTION XX-XX-XXXX

RESOLUTION TO COMMITT TO APPLICATION FOR GRANT OPPORTUNITY FOR SHARED FIRE SERVICES

WHEREAS, the Shared Fire Service Study Group has held scheduled meetings on a regular basis since October of 2011; and

WHEREAS, the City of Ramsey had the following members participate in the Shared Fire Service Study Group; Councilmember Sarah Strommen, Fire Chief Dean Kapler, City Administrator Kurt Ulrich and Firefighter Shane Swedeen, and

WHEREAS, the Shared Fire Service Study Group remains committed to continuing efforts to research the possibility of some form of shared services; and

WHEREAS, a grant opportunity through the State Fire Marshal's office in the amount of $25,000-$40,000 has become available for application; and

WHEREAS, successful parties receiving the grant will be required to match approximately 10% of the grant proceeds; and

WHEREAS, using a population weighting formula, with the $25,000 minimum and $40,000 maximum benefit examples, the city of Ramsey, if successful, would be required to pay $1350 to $2160. Other cities share as follows: Oak Grove $450/$720, St Francis $400/$640, Nowthen $250/$400, Bethel $25-$40.

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

The City of Ramsey hereby supports the continued effort of looking towards some form of a Shared Fire Service with the other interested communities and agrees to enter into an application with the State Fire Marshal's Office grant opportunity.

The motion for the adoption of the foregoing resolution was made by Councilmember XXXX, and was duly seconded by Councilmember XXXX and upon vote being taken thereon, the following voted in favor:

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 23 day of October 2012.

_____

Robert Ramsey, Mayor

ATTEST:

_____

Jo Theiling, City Clerk

CC Regular Session **4. 6.**

Meeting Date: 10/23/2012

By: Jo Thieling, Administrative Services

Information

Title:

Schedule Canvassing Board for Tuesday, November 13, 2012

Background:

Councilmembers must meet following the election to canvass the local results. To avoid calling Council in on a non-meeting night, staff is requesting Council meet as the Canvassing Board at 5:30 p.m., on Tuesday, November 13, which is a regular Council night.

Council Action:

Motion to schedule the 2012 General Election Canvassing Board to 5:30 p.m., Tuesday, November 13, 2012.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:40 AM

Form Started By: Jo Thieling Started On: 10/16/2012 06:14 PM

Final Approval Date: 10/18/2012

CC Regular Session **4. 7.**

Meeting Date: 10/23/2012

By: Jackie Lipski, Finance

Information

Title:

Adopt Resolution #12-10-XXX Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 5, 2012 through October 16, 2012

Funding Source:

N/A

Council Action:

Motion to Adopt Resolution #12-10-XXX Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 5, 2012 through October 16, 2012.

Attachments

Bills List 10232012

Resolution 10/23/2012

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	10/16/2012 03:34 PM
Jackie Lipski	Jackie Lipski	10/16/2012 04:01 PM
Diana Lund	Diana Lund	10/17/2012 09:29 AM
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:33 AM
Diana Lund	Diana Lund	10/18/2012 12:06 PM
Kurt Ulrich	Kurt Ulrich	10/18/2012 12:37 PM

Form Started By: Jackie Lipski Started On: 10/16/2012 02:28 PM

Final Approval Date: 10/18/2012

CITY OF RAMSEY - FINANCE OFFICE Printed 10/16/2012

RAMSEY CITY COUNCIL MEETING

10/23/2012

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 10/5/12-10/16/12	621,494.63
Accounts Payable 10/5/12-10/16/12	245,966.06
Payroll 10/11/12	112,441.32
Pay Estimates- Projects	640,745.28

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 1,620,647.29**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2012 Y.T.D.
NET PAYROLL TOTAL	$ 120,862.33	$ 2,332,737.96
- CORRECTION TO PAYROLL		
PREPAIDS	128,261.99	6,753,685.17
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		665,030.83
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	134,538.26	4,729,439.71
ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)		3,386,487.73
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 383,662.58**	**$ 17,867,381.40**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
89497	**10/4/2012**		**106945 AMERICAN EXPRESS**						
		75.33	MISC PURCHASE		64553	091412	0211.6207		TRAINING SUPPLIES
		75.33							
89498	**10/4/2012**		**100404 CENTURYLINK**						
		65.35	SEPT-OCT 12 BILLING		64554	763 422-1452 795SEPT12	0452.6321		TELEPHONE
		65.35							
89499	**10/4/2012**		**110734 CITY OF RAMSEY**						
		19.77	398002818		64555	100412	9601.4651		WATER REVENUE
		100.00	638781896		64555	100412	9601.4651		WATER REVENUE
		300.00	718953		64555	100412	9601.4651		WATER REVENUE
		500.00	718327		64555	100412	9601.4651		WATER REVENUE
		919.77							
89500	**10/4/2012**		**100413 RANDALL AND GOODRICH, P L .C**						
		2,879.00	SEPT 2012 PROSECUTION BILL		64556	100212	0161.6304		LEGAL FEES
		2,879.00							
89501	**10/4/2012**		**112235 SHARP CREATIVE**						
		508.99	NORTH COMMONS PARK		64559	112	0452.6249		MISCELLANEOUS OPERATING
		1,609.80	NORTH COMMONS PARK		64559	112	9499.6530	00201225	IMPROVEMENTS OTHER THAN
		32.75-			64559	112	9101.2082		SALES/USE TAX PAYABLE
		103.55-			64559	112	9499.2082		SALES/USE TAX PAYABLE
		2,500.00	RE:PARK RAMP		64560	113A	9805.6315		MISCELLANEOUS PROFESSIO
		4,482.49							
89502	**10/4/2012**		**100510 VERIZON WIRELESS**						
		81.54	AUG-SEPT 2012 BILLING		64557	2803678626	0130.6323		CELLULAR PHONES
		81.54							
89503	**10/4/2012**		**100909 WAY, JIM**						
		1,300.00	REINBURSE-LEGAL FEES		64558	100412	0161.6304		LEGAL FEES
		1,300.00							
89504	**10/9/2012**		**106564 BLUE CROSS BLUE SHIELD**						
		48,633.50	NOV 2012 BILLING		64562	100112	9101.2176		LIFE/HEALTH-EMPLOYEE
		48,633.50							
89505	**10/9/2012**		**106670 CENTRAL POWER DISTRIBUTORS INC**						
		62.98	BLADES		64561	131709	0452.6257		OTHER VEHICLE PARTS
		62.98							
89506	**10/9/2012**		**100179 FIRE FIGHTERS RELIEF ASSN**						
		13,000.00	2012 STATE AID/CITY CONTRIB.		64563	100412	0220.6104		PART TIME-WAGES & SALARIE
		101,416.36	2012 STATE AID/CITY CONTRIB.		64563	100412	9101.4273		OTHER STATE GRANTS & AIDS
		114,416.36							
89507	**10/9/2012**		**100356 NORTH COUNTRY CONCRETE**						
		3,516.00	REPAIR OF CURB-VARIOUS PLACES		64564	122381	0311.6265		ASPHALT
		3,516.00							
89508	**10/9/2012**		**112877 PITNEY POWER- PURCHASE POWER**						
		39.00	LATE FEE		64565	092312	0240.6322		POSTAGE
		39.00							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
89586	**10/11/2012**		**100297 CENTERPOINT ENERGY**						
		12.56	GAS		64620	8000014064-2 SEPT 2012	9601.6373		GAS
		12.56	GAS		64620	8000014064-2 SEPT 2012	9602.6373		GAS
		12.56	GAS		64620	8000014064-2 SEPT 2012	9605.6373		GAS
		33.82	GAS		64620	8000014064-2 SEPT 2012	0452.6373		GAS
		37.68	GAS		64620	8000014064-2 SEPT 2012	0311.6373		GAS
		80.36	GAS		64620	8000014064-2 SEPT 2012	0220.6373		GAS
		189.54							
89587	**10/11/2012**		**110734 CITY OF RAMSEY**						
		45.00	ACCT 465143572		64621	101112	9601.4651		WATER REVENUE
		100.00	ACCT 718953		64621	101112	9601.4651		WATER REVENUE
		100.00	ACCT 704554054		64621	101112	9601.4651		WATER REVENUE
		540.64	ACCT 718887		64621	101112	9601.4651		WATER REVENUE
		785.64							
89588	**10/11/2012**		**100116 CONNEXUS ENERGY**						
		90.78	SIRENS		64622	759126-303095 SEPT12	0250.6371		ELECTRIC UTILITIES
		9,946.11	STREET LIGHTS		64623	759126-303101 SEPT 12	9603.6371		ELECTRIC UTILITIES
		178.93	MISC PW ACCOUNTS		64624	759126-303106SE PT12	9601.6371		ELECTRIC UTILITIES
		178.93	MISC PW ACCOUNTS		64624	759126-303106SE PT12	9602.6371		ELECTRIC UTILITIES
		178.94	MISC PW ACCOUNTS		64624	759126-303106SE PT12	9605.6371		ELECTRIC UTILITIES
		536.80	MISC PW ACCOUNTS		64624	759126-303106SE PT12	0311.6371		ELECTRIC UTILITIES
		2,508.11	MISC PW ACCOUNTS		64624	759126-303106SE PT12	0452.6371		ELECTRIC UTILITIES
		442.56	TRAFFIC SIGNALS		64625	759126-303100SE PT12	0260.6371		ELECTRIC UTILITIES
		670.44	WELLS/TOWERS/LIFT STAT		64626	759126-303102SE PT12	9602.6371		ELECTRIC UTILITIES
		16,628.32	WELLS/TOWERS/LIFT STAT		64626	759126-303102SE PT12	9601.6371		ELECTRIC UTILITIES
		31,359.92							
89589	**10/11/2012**		**100890 PLEAA**						
		150.00	PLEAA TRAINING		64627	100812	0211.6335		TRAINING
		150.00							
89590	**10/11/2012**		**111137 WRIGHT HENNEPIN COOPERATIVE EL**						
		164.84	6701 HWY 10-YOUTH FIRST		64628	150-1687-1105 SEPT12	9410.6315	00041012	MISCELLANEOUS PROFESSIO
		26.67	7550 SUNWOOD DR CH		64629	150-1681-6340 SEPT12	0211.6489		OTHER CONTRACTED SERVIC
		29.87	7550 SUNWOOD DR PD		64630	150-1682-6501SE PT12	0211.6489		OTHER CONTRACTED SERVIC
		221.38							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
89591	**10/12/2012**		**107962 GENESIS EMPLOYEE BENEFITS**						
		3,914.50			64570	1010129140612	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,914.50							
89592	**10/12/2012**		**107344 MN DEPARTMENT OF REVENUE (C)**						
		92.08			64580	101012914068	9101.2185		GARNISHMENTS/SUPPORT
		92.08							
89593	**10/16/2012**		**110734 CITY OF RAMSEY**						
		196.35	ACCT 721423		64647	101612	9601.4651		WATER REVENUE
		240.00	ACCT 701128448		64647	101612	9601.4651		WATER REVENUE
		436.35							
89594	**10/16/2012**		**100116 CONNEXUS ENERGY**						
		39.60	MISC CITY ACCOUNTS		64641	759126-303107SE PT12	9410.6371	00041018	ELECTRIC UTILITIES
		93.08	MISC CITY ACCOUNTS		64641	759126-303107SE PT12	9230.6371		ELECTRIC UTILITIES
		107.81	MISC CITY ACCOUNTS		64641	759126-303107SE PT12	0295.6371		ELECTRIC UTILITIES
		161.72	MISC CITY ACCOUNTS		64641	759126-303107SE PT12	0194.6371		ELECTRIC UTILITIES
		1,017.59	MISC CITY ACCOUNTS		64641	759126-303107SE PT12	9410.6371	00041012	ELECTRIC UTILITIES
		2,312.00	MISC CITY ACCOUNTS		64641	759126-303107SE PT12	0220.6371		ELECTRIC UTILITIES
		3,779.01	MISC CITY ACCOUNTS		64641	759126-303107SE PT12	9240.6371		ELECTRIC UTILITIES
		13,262.72	MISC CITY ACCOUNTS		64641	759126-303107SE PT12	0194.6371		ELECTRIC UTILITIES
		20,773.53							
89595	**10/16/2012**		**106962 F I R E**						
		620.00	CLASS-ART OF READING SMOKE		64642	08906	0220.6335		TRAINING
		620.00							
89596	**10/16/2012**		**103457 GREAT AMERICAN MARINE**						
		7,356.19	ZODIAC BOAT		64643	90512	0220.6580		OTHER EQUIPMENT
		7,356.19							
89597	**10/16/2012**		**100291 MET COUNCIL SAC**						
		70.95-	SEPT 2012 SAC CHARGES		64644	101512	9602.4356		SEWER AVAILABILITY CHARGI
		7,095.00	SEPT 2012 SAC CHARGES		64644	101512	9602.2083		SAC CHARGES
		7,024.05							
89598	**10/16/2012**		**100413 RANDALL AND GOODRICH, P L .C**						
		2,985.00	OCT 12 PROSECUTION BILLING		64645	101512	0161.6304		LEGAL FEES
		2,985.00							
89599	**10/16/2012**		**111137 WRIGHT HENNEPIN COOPERATIVE EL**						
		26.67	7650 SUNWOOD DR NW		64646	150-1681-4280 9/12	9240.6315		MISCELLANEOUS PROFESSIO
		26.67							
90226479	**10/11/2012**		**100398 PUBLIC EMPLOYEES RETIREMENT AS**						
		12,559.67			64577	101012914065	9101.2174		PERA-EMPLOYEE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		16,815.50			64578	101012914066	9101.2183		PERA-EMPLOYER
		29,375.17							
91120177	**10/11/2012**		**100301 MN CHILD SUPPORT PAYMENT CNTR**						
		697.27			64576	101012914064	9101.2185		GARNISHMENTS/SUPPORT
		697.27							
95815174	**10/11/2012**		**107784 VILLAGE BANK**						
		6,357.17			64568	1010129140610	9101.2173		FICA & MEDICARE-EMPLOYEE
		8,288.12			64569	1010129140611	9101.2182		FICA & MEDICARE-EMPLOYER
		17,979.73			64581	101012914069	9101.2171		FEDERAL WITHHOLDING
		32,625.02							
97908224	**10/11/2012**		**100601 MN DEPT OF REV WH**						
		7,511.27			64579	101012914067	9101.2172		STATE WITHHOLDING
		7,511.27							
99093012	**10/16/2012**		**100219 HOME DEPOT COMMERCIAL ACCT PRO**						
		48.87-	SEPT 2012 BILLING		64640	093012	0452.6415		OTHER EQUIPMENT RENTAL
		17.40	SEPT 2012 BILLING		64640	093012	0311.6249		MISCELLANEOUS OPERATING
		125.00	SEPT 2012 BILLING		64640	093012	0452.6415		OTHER EQUIPMENT RENTAL
		93.53							
99101012	**10/10/2012**		**113315 ANOKA COUNTY REGIONAL RAIL AUT**						
		246,389.43	CONTRACT 2008-0226 2008-0122		64566	10102012	9803.6315		MISCELLANEOUS PROFESSIO
		246,389.43							
99101151	**10/11/2012**		**111465 STATE STREET BANK**						
		2,579.00			64572	1010129140614	9101.2175		DEFERRED COMPENSATION
		2,579.00							
99101154	**10/11/2012**		**111465 STATE STREET BANK**						
		21,318.66			64573	1010129140615	9101.2176		LIFE/HEALTH-EMPLOYEE
		21,318.66							
99101412	**10/16/2012**		**100629 MN DEPT OF REV SALES TX**						
		35.13-	SEPT12 SALE,USE,TRAN TAX		64639	SEPT12 SALE,USE,TRAN TAX	9295.2082		SALES/USE TAX PAYABLE
		.47-	SEPT12 SALE,USE,TRAN TAX		64639	SEPT12 SALE,USE,TRAN TAX	9101.4609		OTHER MISCELLANEOUS REV
		1.23	SEPT12 SALE,USE,TRAN TAX		64639	SEPT12 SALE,USE,TRAN TAX	9601.2082		SALES/USE TAX PAYABLE
		3.40	SEPT12 SALE,USE,TRAN TAX		64639	SEPT12 SALE,USE,TRAN TAX	9297.2082		SALES/USE TAX PAYABLE
		7.55	SEPT12 SALE,USE,TRAN TAX		64639	SEPT12 SALE,USE,TRAN TAX	9101.4308		SALES OF MAPS & PUBLICATI
		22.23	SEPT12 SALE,USE,TRAN TAX		64639	SEPT12 SALE,USE,TRAN TAX	9101.4305		RENTAL FEES
		35.13	SEPT12 SALE,USE,TRAN TAX		64639	SEPT12 SALE,USE,TRAN TAX	9601.2082		SALES/USE TAX PAYABLE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		58.77	SEPT12 SALE,USE,TRAN TAX		64639	SEPT12 SALE,USE,TRAN TAX	9601.2082		SALES/USE TAX PAYABLE
		425.29	SEPT12 SALE,USE,TRAN TAX		64639	SEPT12 SALE,USE,TRAN TAX	9101.2082		SALES/USE TAX PAYABLE
		518.00							
99101512	**10/15/2012**		**108768 COMDATA NETWORK INC**						
		49.26-	HP HOME STORE , RIEMER		64635	SEPT12 COMDATA PCARDS	0311.6208		MISCELLANEOUS OFFICE SUF
		3.28	MENARDS COON RAPIDS , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		4.34	AMAZON MKTPLACE PMTS , BUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		5.31	AMAZON.COMBUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		5.00	UPS , KOHNER		64635	SEPT12 COMDATA PCARDS	0220.6322		POSTAGE
		5.65	AMAZON MKTPLACE PMTSWIEMANN		64635	SEPT12 COMDATA PCARDS	0211.6413		OFFICE EQUIPMENT RENTAL
		5.76	MENARDS COON RAPIDS , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		6.32	MENARDS COON RAPIDS , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		7.55	OFFICE DEPOT , WIEMANN		64635	SEPT12 COMDATA PCARDS	0220.6208		MISCELLANEOUS OFFICE SUF
		8.08	WWW.NEWEGG.COM , BUSCH		64635	SEPT12 COMDATA PCARDS	0141.6249		MISCELLANEOUS OPERATING
		7.98	COBORN'S SUPERSTORE , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		8.28	COBORN'S SUPERSTORE , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		9.57	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		8.96	MENARDS COON RAPIDS , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		10.47	AMAZON MKTPLACE PMTSBUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		10.67	AMAZON MKTPLACE PMTS , BUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		11.09	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		12.14	AMAZON MKTPLACE PMTS , BUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		12.57	AMAZON.COM , BUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		12.33	MENARDS COON RAPIDS , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		12.60	MENARDS COON RAPIDS , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		14.64	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		15.93	AMAZON.COM , BUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		15.11	NORTHWOODS BAR AND GRIULRICH		64635	SEPT12 COMDATA	0130.6249		MISCELLANEOUS OPERATING

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		18.08	EMERGENCY MEDICAL PROD , KAPLE		64635	PCARDS SEPT12 COMDATA PCARDS	0220.6239		FIRST AID SUPPLIES
		20.40	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		20.40	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		20.41	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		19.27	HP HOME STORE , RIEMER		64635	SEPT12 COMDATA PCARDS	0311.6208		MISCELLANEOUS OFFICE SUF
		19.27	HP HOME STORE , RIEMER		64635	SEPT12 COMDATA PCARDS	0311.6208		MISCELLANEOUS OFFICE SUF
		19.27	HP HOME STORE , RIEMER		64635	SEPT12 COMDATA PCARDS	0311.6208		MISCELLANEOUS OFFICE SUF
		20.89	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		20.90	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		20.89	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		20.89	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		20.90	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		20.89	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		19.95	SURVEYMONKEY.COM , BUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		22.03	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		20.66	OFFICE DEPOT , WIEMANN		64635	SEPT12 COMDATA PCARDS	0280.6241		COMMUNITY POLICING SUPPL
		22.50	AMAZON.COM , BUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		22.19	COBORN'S SUPERSTORE , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		24.80	DOMINO'S , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		30.16	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA PCARDS	0220.6489		OTHER CONTRACTED SERVIC
		29.20	WM SUPERCENTER , DWYER		64635	SEPT12 COMDATA PCARDS	0280.6206		FILM, MICROFILM, TAPES, DIS
		34.71	DEY APPLIANCE , BRAY		64635	SEPT12 COMDATA PCARDS	0194.6382		MACHINERY & EQUIPMENT RE
		38.64	AMAZON.COM , BUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		36.30	COBORN'S SUPERSTORE , ANDERSON		64635	SEPT12 COMDATA PCARDS	9604.6249		MISCELLANEOUS OPERATING
		37.34	IHOP , ULRICH		64635	SEPT12 COMDATA PCARDS	0130.6249		MISCELLANEOUS OPERATING
		39.64	COBORN'S SUPERSTORE , DWYER		64635	SEPT12 COMDATA PCARDS	0280.6241		COMMUNITY POLICING SUPPL
		42.83	COBORN'S SUPERSTORE , RIEMER		64635	SEPT12 COMDATA PCARDS	0452.6249		MISCELLANEOUS OPERATING
		47.90	NFPA NATL FIRE PROTECT , KOHNE		64635	SEPT12 COMDATA	0220.6489		OTHER CONTRACTED SERVIC

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		46.33	COPQUEST.COM , SCHIFERLI		64635	PCARDS SEPT12 COMDATA PCARDS	0211.6237		CRIME SCENE KIT MATERIALS
		47.08	COBORN'S SUPERSTORE , KAPLER		64635	SEPT12 COMDATA PCARDS	0220.6249		MISCELLANEOUS OPERATING
		52.85	COBORN'S SUPERSTORE , SCHIFERL		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		51.20	STOP N GO , WAY		64635	SEPT12 COMDATA PCARDS	0211.6223		GASOLINE
		51.37	WM SUPERCENTER , BRAY		64635	SEPT12 COMDATA PCARDS	0111.6249		MISCELLANEOUS OPERATING
		51.84	BARTLEY SALES CO INC , RIEMER		64635	SEPT12 COMDATA PCARDS	0452.6249		MISCELLANEOUS OPERATING
		59.65	FLUID MGMT INC , RIEMER		64635	SEPT12 COMDATA PCARDS	0452.6257		OTHER VEHICLE PARTS
		67.49	AMAZON.COM , BUSCH		64635	SEPT12 COMDATA PCARDS	0192.6405		OFFICE & DATA PROCESSING
		64.12	CENTRAL HYDRAULICS INC , RIEME		64635	SEPT12 COMDATA PCARDS	0452.6257		OTHER VEHICLE PARTS
		66.00	BILL'S SUPERETTE , KAPLER		64635	SEPT12 COMDATA PCARDS	0220.6223		GASOLINE
		68.60	AAA CLUB/INSUR , WIEMANN		64635	SEPT12 COMDATA PCARDS	0280.6241		COMMUNITY POLICING SUPPL
		69.16	WM SUPERCENTERDWYER		64635	SEPT12 COMDATA PCARDS	0211.6249		MISCELLANEOUS OPERATING
		69.16	WM SUPERCENTER , DWYER		64635	SEPT12 COMDATA PCARDS	0211.6229		SHOP MATERIALS
		69.44	WATERTRONICS INC , RIEMER		64635	SEPT12 COMDATA PCARDS	0452.6249		MISCELLANEOUS OPERATING
		71.77	JEFF STEIN SNAPON , RIEMER		64635	SEPT12 COMDATA PCARDS	0311.6281		SMALL TOOLS & MINOR EQUIF
		73.71	RADIOSHACK.COM , WIEMANN		64635	SEPT12 COMDATA PCARDS	0211.6208		MISCELLANEOUS OFFICE SUF
		78.92	MAMA DE LUCAS PIZZERIA , ULRIC		64635	SEPT12 COMDATA PCARDS	0111.6249		MISCELLANEOUS OPERATING
		80.14	COBORN'S SUPERSTORE , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		87.50	MINNESOTA FALL EXPORIEMER		64635	SEPT12 COMDATA PCARDS	0311.6335		TRAINING
		87.50	MINNESOTA FALL EXPORIEMER		64635	SEPT12 COMDATA PCARDS	0452.6335		TRAINING
		87.58	DOMINO'S , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		95.00	U OF M CCE NONCREDIT , DWYER		64635	SEPT12 COMDATA PCARDS	0280.6335		TRAINING
		95.80	EMERGENCY MEDICAL PROD , KAPLE		64635	SEPT12 COMDATA PCARDS	0220.6239		FIRST AID SUPPLIES
		98.52	HP HOME STORE , RIEMER		64635	SEPT12 COMDATA PCARDS	0311.6208		MISCELLANEOUS OFFICE SUF
		105.98	OFFICE DEPOT , WIEMANN		64635	SEPT12 COMDATA PCARDS	0220.6208		MISCELLANEOUS OFFICE SUF
		115.00	MAMA DE LUCAS PIZZERIA , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		117.57	R M COTTON COMPANY , BRAY		64635	SEPT12 COMDATA PCARDS	0194.6382		MACHINERY & EQUIPMENT RE
		125.00	EB *2012 UPPER MIDWEST , ULRIC		64635	SEPT12 COMDATA	0130.6335		TRAINING

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						PCARDS			
		134.98	SUBWAY , BRAMA		64635	SEPT12 COMDATA PCARDS	0296.6249		MISCELLANEOUS OPERATING
		164.58	WWW.NEWEGG.COM , BUSCH		64635	SEPT12 COMDATA PCARDS	0141.6249		MISCELLANEOUS OPERATING
		169.99	WITMER PUBLIC SAFETY G , DWYER		64635	SEPT12 COMDATA PCARDS	0211.6231		UNIFORMS & TURN-OUT GEAF
		170.10	MOCEAN HOLDING LLC , DWYER		64635	SEPT12 COMDATA PCARDS	0211.6231		UNIFORMS & TURN-OUT GEAF
		173.06	LE ST GERMAIN HOTEL , WIEMANN		64635	SEPT12 COMDATA PCARDS	0211.6331		TRAVEL & LODGING
		190.25	AMAZON MKTPLACE PMTS , WIEMANN		64635	SEPT12 COMDATA PCARDS	0211.6413		OFFICE EQUIPMENT RENTAL
		181.06	LE ST GERMAIN HOTEL , WIEMANN		64635	SEPT12 COMDATA PCARDS	0211.6331		TRAVEL & LODGING
		211.62	ARROWWOOD RESORT & CON , GLADH		64635	SEPT12 COMDATA PCARDS	0191.6331		TRAVEL & LODGING
		211.62	ARROWWOOD RESORT & CON , ANDER		64635	SEPT12 COMDATA PCARDS	0191.6331		TRAVEL & LODGING
		302.99	SIRCHIE FINGER PRINT L , WIEMA		64635	SEPT12 COMDATA PCARDS	0211.6237		CRIME SCENE KIT MATERIALS
		289.99	OFFICE DEPOT , WIEMANN		64635	SEPT12 COMDATA PCARDS	0280.6241		COMMUNITY POLICING SUPPL
		300.00	SEARS ROEBUCK , RIEMER		64635	SEPT12 COMDATA PCARDS	0452.6249		MISCELLANEOUS OPERATING
		316.84	CRAGUNS LODGE AND GOLF , DWYER		64635	SEPT12 COMDATA PCARDS	0280.6335		TRAINING
		456.66	FLUID MGMT INCRIEMER		64635	SEPT12 COMDATA PCARDS	0452.6257		OTHER VEHICLE PARTS
		588.00	COPQUEST.COM , SCHIFERLI		64635	SEPT12 COMDATA PCARDS	0211.6237		CRIME SCENE KIT MATERIALS
		726.36	MNSCU , GLADHILL		64635	SEPT12 COMDATA PCARDS	0240.6335		TRAINING
		109.99-			64635	SEPT12 COMDATA PCARDS	9101.2082		SALES/USE TAX PAYABLE
		3.40-			64635	SEPT12 COMDATA PCARDS	9297.2082		SALES/USE TAX PAYABLE
		.57	LITTLE DUKES , RESERVES		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		4.90	LITTLE DUKES , RESERVES		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		5.09	LITTLE DUKES , NIELSEN		64637	SEPT12 COMDATA FUEL2	0311.6223	00000676	GASOLINE
		8.18	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6225	00000565	DIESEL FUEL
		11.34	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		11.52	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		11.55	LITTLE DUKES , SCHIFERLI		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		12.91	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		13.89	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		13.97	LITTLE DUKES , SCHIFERLI		64637	SEPT12 COMDATA	0211.6223	00000392	GASOLINE

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						FUEL2			
		15.00	HOLIDAY STNSTORE , LUECK		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		15.87	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		16.05	LITTLE DUKES , SCHIFERLI		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		16.29	LITTLE DUKES , VOIT		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		17.00	BILL'S SUPERETTE , LUECK		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		17.86	LITTLE DUKES , LUECK		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		18.85	LITTLE DUKES , LUECK		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		18.91	HOLIDAY STNSTORE , DIXON		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		18.91	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		19.00	BILL'S SUPERETTE , LUECK		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		19.12	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		19.46	LITTLE DUKES , PAPLHAM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		20.00	BILL'S SUPERETTE , LUECK		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		20.00	BILL'S SUPERETTE , LUECK		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		20.16	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000504	GASOLINE
		20.59	HOLIDAY STNSTORE , MOLDENHAUE		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		20.76	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		21.03	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		21.99	LITTLE DUKES , PAPLHAM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		22.12	HOLIDAY STNSTORE , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		22.25	LITTLE DUKES , DIXON		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		22.73	HOLIDAY STNSTORE , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		22.82	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		23.14	LITTLE DUKES , MOLDENHAUER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		23.15	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		23.69	LITTLE DUKES , SCHIFERLI		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		23.73	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		23.86	BILL'S SUPERETTE , WIELER		64637	SEPT12 COMDATA	0211.6223	00000393	GASOLINE

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						FUEL2			
		23.95	LITTLE DUKES , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		24.88	BILL'S SUPERETTE , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		25.00	HOLIDAY STNSTORE , LUECK		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		25.11	LITTLE DUKES , STOLP		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		25.14	SUPERAMERICA , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		25.26	BILL'S SUPERETTE , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		26.31	LITTLE DUKES , CURTIS		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		26.52	LITTLE DUKES , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		27.17	HOLIDAY STNSTORE , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		27.21	LITTLE DUKES , MOLDENHAUER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		27.78	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		27.95	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		27.98	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		27.99	HOLIDAY STNSTORE , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		28.04	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		28.50	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		28.63	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		28.78	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		29.28	LITTLE DUKES , CURTIS		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		29.45	HOLIDAY STNSTORE , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		29.77	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		29.88	LITTLE DUKES , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		29.93	LITTLE DUKES , WISTROM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		30.08	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		30.67	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		30.85	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		31.03	LITTLE DUKES , MOLDENHAUER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		31.13	LITTLE DUKES , FIREFIGHTERS		64637	SEPT12 COMDATA	0220.6223	00000562	GASOLINE

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						FUEL2			
		31.17	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA	0220.6223	00000559	GASOLINE
						FUEL2			
		31.17	LITTLE DUKES , WISTROM		64637	SEPT12 COMDATA	0211.6223	00000302	GASOLINE
						FUEL2			
		31.36	LITTLE DUKES , WIELER		64637	SEPT12 COMDATA	0211.6223	00000393	GASOLINE
						FUEL2			
		31.90	BILL'S SUPERETTE , HASSEL		64637	SEPT12 COMDATA	0211.6223	00000317	GASOLINE
						FUEL2			
		31.95	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA	0211.6223	00000301	GASOLINE
						FUEL2			
		32.11	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA	0211.6223	00000301	GASOLINE
						FUEL2			
		32.22	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA	0211.6223	00000301	GASOLINE
						FUEL2			
		32.74	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA	0211.6223	00000303	GASOLINE
						FUEL2			
		32.76	HOLIDAY STNSTORE , WIELER		64637	SEPT12 COMDATA	0211.6223	00000393	GASOLINE
						FUEL2			
		32.86	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA	0211.6223	00000317	GASOLINE
						FUEL2			
		33.29	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA	0211.6223	00000317	GASOLINE
						FUEL2			
		33.59	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA	0211.6223	00000301	GASOLINE
						FUEL2			
		33.60	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA	0211.6223	00000301	GASOLINE
						FUEL2			
		33.73	LITTLE DUKES , DAHLBERG		64637	SEPT12 COMDATA	0211.6223	00000303	GASOLINE
						FUEL2			
		33.84	HOLIDAY STNSTORE , RESERVES		64637	SEPT12 COMDATA	0211.6223	00000392	GASOLINE
						FUEL2			
		34.16	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA	0211.6223	00000317	GASOLINE
						FUEL2			
		34.44	LITTLE DUKES , WISTROM		64637	SEPT12 COMDATA	0211.6223	00000302	GASOLINE
						FUEL2			
		34.47	LITTLE DUKES , HEMMERICH		64637	SEPT12 COMDATA	0211.6223	00000301	GASOLINE
						FUEL2			
		34.50	HOLIDAY STNSTORE , CURTIS		64637	SEPT12 COMDATA	0211.6223	00000391	GASOLINE
						FUEL2			
		34.73	LITTLE DUKES , LUECK		64637	SEPT12 COMDATA	0211.6223	00000318	GASOLINE
						FUEL2			
		35.12	LITTLE DUKES , MOLDENHAUER		64637	SEPT12 COMDATA	0211.6223	00000391	GASOLINE
						FUEL2			
		35.20	LITTLE DUKES , GLADHILL		64637	SEPT12 COMDATA	0194.6223	00000404	GASOLINE
						FUEL2			
		35.33	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA	0211.6223	00000317	GASOLINE
						FUEL2			
		35.57	LITTLE DUKES , MOLDENHAUER		64637	SEPT12 COMDATA	0211.6223	00000391	GASOLINE
						FUEL2			
		35.72	LITTLE DUKES , CURTIS		64637	SEPT12 COMDATA	0211.6223	00000391	GASOLINE
						FUEL2			
		35.72	LITTLE DUKES , LUECK		64637	SEPT12 COMDATA	0211.6223	00000318	GASOLINE
						FUEL2			
		35.94	LITTLE DUKES , MOLDENHAUER		64637	SEPT12 COMDATA	0211.6223	00000391	GASOLINE
						FUEL2			
		36.00	HOLIDAY STNSTORE , FRANKFURTH		64637	SEPT12 COMDATA	0211.6223	00000303	GASOLINE

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						FUEL2			
		36.16	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000563	GASOLINE
		36.77	LITTLE DUKES , VOIT		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		37.13	BILL'S SUPERETTE , HASSEL		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		37.26	LITTLE DUKES , DWYER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000364	GASOLINE
		37.70	SUPERAMERICA , RESERVES		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		37.80	BILL'S SUPERETTE , BERGE		64637	SEPT12 COMDATA FUEL2	0452.6223	00000664	GASOLINE
		37.87	BILL'S SUPERETTE , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		38.53	LITTLE DUKES , STOLP		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		38.69	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		38.77	LITTLE DUKES , CURTIS		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		38.87	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		39.15	LITTLE DUKES , SCHIFERLI		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		39.32	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		39.44	LITTLE DUKES , SCHIFERLI		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		39.72	LITTLE DUKES , FIREFIGHTERS		64637	SEPT12 COMDATA FUEL2	0220.6225	00000556	DIESEL FUEL
		39.75	BILL'S SUPERETTE , DWYER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000364	GASOLINE
		39.83	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		40.18	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		40.31	LITTLE DUKES , WISTROM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		40.68	LITTLE DUKES , HASSEL		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		40.68	LITTLE DUKES , RESERVES		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		41.00	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000566	GASOLINE
		41.48	SUPERAMERICA , MOLDENHAUER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		41.90	HOLIDAY STNSTORE , LINTON		64637	SEPT12 COMDATA FUEL2	0301.6223	00000407	GASOLINE
		42.41	SUPERAMERICA , VOIT		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		42.42	LITTLE DUKES , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000654	GASOLINE
		42.55	SUPERAMERICA , DIXON		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		42.67	LITTLE DUKES , VOIT		64637	SEPT12 COMDATA	0211.6223	00000316	GASOLINE

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						FUEL2			
		43.35	HOLIDAY STNSTORE , HASSEL		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		43.45	LITTLE DUKES , PAPLHAM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		43.60	HOLIDAY STNSTORE , SINGEWALD		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		43.65	LITTLE DUKES , FRANKFURTH		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		43.66	LITTLE DUKES , BONINE		64637	SEPT12 COMDATA FUEL2	0211.6223	00000386	GASOLINE
		43.75	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		43.92	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000563	GASOLINE
		44.00	BILL'S SUPERETTE , LUECK		64637	SEPT12 COMDATA FUEL2	0211.6223	00000318	GASOLINE
		44.09	LITTLE DUKES , STOLP		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		44.61	BILL'S SUPERETTE , MOLDENHAUER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		44.64	LITTLE DUKES , BONINE		64637	SEPT12 COMDATA FUEL2	0211.6223	00000386	GASOLINE
		44.90	LITTLE DUKES , SCHIFERLI		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		45.32	LITTLE DUKES , VOIT		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		45.55	BILL'S SUPERETTE , NIELSEN		64637	SEPT12 COMDATA FUEL2	0452.6223	00000675	GASOLINE
		45.63	LITTLE DUKES , DAHLBERG		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		45.65	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000557	GASOLINE
		45.80	LITTLE DUKES , INSPECTRON		64637	SEPT12 COMDATA FUEL2	0240.6223	00000406	GASOLINE
		46.12	HOLIDAY STNSTORE , DIXON		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		47.28	LITTLE DUKES , INSPECTRON		64637	SEPT12 COMDATA FUEL2	0240.6223	00000406	GASOLINE
		47.94	HOLIDAY STNSTORE , WISTROM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		47.98	BILL'S SUPERETTE , SCHIFERLI		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		48.24	LITTLE DUKES , SCHIFERLI		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		48.61	LITTLE DUKES , ANDERSON		64637	SEPT12 COMDATA FUEL2	0194.6223	00000403	GASOLINE
		48.62	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		49.57	RAMSEY MARKET , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000627	GASOLINE
		49.62	LITTLE DUKES , FIREFIGHTERS		64637	SEPT12 COMDATA FUEL2	0220.6223	00000563	GASOLINE
		49.99	HOLIDAY STNSTORE , DIXON		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		50.57	SUPERAMERICA , DIXON		64637	SEPT12 COMDATA	0211.6223	00000393	GASOLINE

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						FUEL2			
		50.60	LITTLE DUKES , CURTIS		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		50.79	LITTLE DUKES , FIREFIGHTERS		64637	SEPT12 COMDATA FUEL2	0220.6223	00000559	GASOLINE
		50.94	LITTLE DUKES , SCHIFERLI		64637	SEPT12 COMDATA FUEL2	0211.6223	00000392	GASOLINE
		51.82	LITTLE DUKES , WEBB		64637	SEPT12 COMDATA FUEL2	0211.6223	00000301	GASOLINE
		52.00	HOLIDAY STNSTORE , BONINE		64637	SEPT12 COMDATA FUEL2	0211.6223	00000386	GASOLINE
		52.59	LITTLE DUKES , KATERS		64637	SEPT12 COMDATA FUEL2	0211.6223	00000352	GASOLINE
		52.73	HOLIDAY STNSTORE , WISTROM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		53.98	HOLIDAY STNSTORE , DIXON		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		54.00	SUPERAMERICA , KATERS		64637	SEPT12 COMDATA FUEL2	0211.6223	00000352	GASOLINE
		54.02	LITTLE DUKES , VOIT		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		54.76	LITTLE DUKES , CURTIS		64637	SEPT12 COMDATA FUEL2	0211.6223	00000391	GASOLINE
		54.77	LITTLE DUKES , NIELSEN		64637	SEPT12 COMDATA FUEL2	0452.6223	00000675	GASOLINE
		55.08	LITTLE DUKES , BRAY		64637	SEPT12 COMDATA FUEL2	0211.6223	00000388	GASOLINE
		55.50	SUPERAMERICA , BLUML		64637	SEPT12 COMDATA FUEL2	0211.6223	00000365	GASOLINE
		55.58	SUPERAMERICA , WISTROM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		55.70	HOLIDAY STNSTORE , WISTROM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		56.00	SUPERAMERICA , DAHLBERG		64637	SEPT12 COMDATA FUEL2	0211.6223	00000303	GASOLINE
		56.00	SUPERAMERICA , BLUML		64637	SEPT12 COMDATA FUEL2	0211.6223	00000365	GASOLINE
		56.00	SUPERAMERICA , BLUML		64637	SEPT12 COMDATA FUEL2	0211.6223	00000365	GASOLINE
		56.01	HOLIDAY STNSTORE , DAHLBERG		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		56.11	HOLIDAY STNSTORE , WAY		64637	SEPT12 COMDATA FUEL2	0211.6223	00000351	GASOLINE
		56.19	SUPERAMERICA , VOIT		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		56.90	HOLIDAY STNSTORE , DIXON		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		56.97	LITTLE DUKES , SEASONAL		64637	SEPT12 COMDATA FUEL2	0194.6223	00000312	GASOLINE
		57.00	BILL'S SUPERETTE , WAY		64637	SEPT12 COMDATA FUEL2	0211.6223	00000351	GASOLINE
		57.90	LITTLE DUKES , INSPECTRON		64637	SEPT12 COMDATA FUEL2	0240.6223	00000401	GASOLINE
		57.96	LITTLE DUKES , PAPLHAM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		58.01	HOLIDAY STNSTORE , VOIT		64637	SEPT12 COMDATA	0211.6223	00000316	GASOLINE

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						FUEL2			
		58.04	SUPERAMERICA , DAHLBERG		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		58.85	LITTLE DUKES , KAPLER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000564	GASOLINE
		59.09	LITTLE DUKES , PAPLHAM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		59.18	LITTLE DUKES , PAPLHAM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000316	GASOLINE
		59.27	LITTLE DUKES , WISTROM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		59.29	HOLIDAY STNSTORE , WIELER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000393	GASOLINE
		59.50	HOLIDAY STNSTORE , HOLLOM		64637	SEPT12 COMDATA FUEL2	0311.6223	00000362	GASOLINE
		59.52	LITTLE DUKES , LOFGREN		64637	SEPT12 COMDATA FUEL2	0311.6223	00000676	GASOLINE
		59.79	SUPERAMERICA , BLUML		64637	SEPT12 COMDATA FUEL2	0211.6223	00000365	GASOLINE
		60.00	BILL'S SUPERETTE , DWYER		64637	SEPT12 COMDATA FUEL2	0211.6223	00000321	GASOLINE
		60.03	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000563	GASOLINE
		60.07	LITTLE DUKES , INSPECTRON		64637	SEPT12 COMDATA FUEL2	0240.6223	00000401	GASOLINE
		61.04	LITTLE DUKES , STOLP		64637	SEPT12 COMDATA FUEL2	0211.6223	00000317	GASOLINE
		61.28	LITTLE DUKES , ROSSUM		64637	SEPT12 COMDATA FUEL2	0211.6223	00000375	GASOLINE
		61.65	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6225	00000565	DIESEL FUEL
		62.50	HOLIDAY STNSTORE , DAHLBERG		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		62.54	LITTLE DUKES , FIREFIGHTERS		64637	SEPT12 COMDATA FUEL2	0220.6225	00000501	DIESEL FUEL
		63.01	SUPERAMERICA , DAHLBERG		64637	SEPT12 COMDATA FUEL2	0211.6223	00000302	GASOLINE
		63.50	LITTLE DUKES , CURTIS		64637	SEPT12 COMDATA FUEL2	0211.6223	00000322	GASOLINE
		64.44	LITTLE DUKES , INSPECTRON		64637	SEPT12 COMDATA FUEL2	0240.6223	00000401	GASOLINE
		65.86	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6225	00000560	DIESEL FUEL
		66.03	HOLIDAY STNSTORE , BONINE		64637	SEPT12 COMDATA FUEL2	0211.6223	00000386	GASOLINE
		66.17	LITTLE DUKES , BONINE		64637	SEPT12 COMDATA FUEL2	0211.6223	00000386	GASOLINE
		66.45	LITTLE DUKES , FIREFIGHTERS		64637	SEPT12 COMDATA FUEL2	0220.6223	00000563	GASOLINE
		67.80	CASEYS GEN STORE , BONINE		64637	SEPT12 COMDATA FUEL2	0211.6223	00000386	GASOLINE
		68.00	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000557	GASOLINE
		69.00	HOLIDAY STNSTORE , BONINE		64637	SEPT12 COMDATA FUEL2	0211.6223	00000386	GASOLINE
		69.27	HOLIDAY STNSTORE , SEASONAL		64637	SEPT12 COMDATA	0452.6223	00000627	GASOLINE

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						FUEL2			
		69.55	BILL'S SUPERETTE , BERGE		64637	SEPT12 COMDATA FUEL2	0452.6223	00000664	GASOLINE
		70.01	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000566	GASOLINE
		70.08	RAMSEY MARKET , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000675	GASOLINE
		70.35	HOLIDAY STNSTORE , BONINE		64637	SEPT12 COMDATA FUEL2	0211.6223	00000386	GASOLINE
		70.51	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6225	00000560	DIESEL FUEL
		70.93	LITTLE DUKES , KAPLER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000564	GASOLINE
		71.53	HOLIDAY STNSTORE , RIVERBLOOD		64637	SEPT12 COMDATA FUEL2	0452.6223	00000665	GASOLINE
		71.94	RAMSEY MARKET , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000641	GASOLINE
		74.83	RAMSEY MARKET , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000627	GASOLINE
		75.00	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000566	GASOLINE
		75.00	BILL'S SUPERETTE , FIREFIGHTER		64637	SEPT12 COMDATA FUEL2	0220.6225	00000565	DIESEL FUEL
		75.70	HOLIDAY STNSTORE , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000674	GASOLINE
		75.89	LITTLE DUKES , KAPLER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000564	GASOLINE
		77.55	HOLIDAY STNSTORE , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000674	GASOLINE
		78.35	CASEYS GEN STORE , KAPLER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000564	GASOLINE
		80.35	CASEYS GEN STORE , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000641	GASOLINE
		83.35	LITTLE DUKES , KAPLER		64637	SEPT12 COMDATA FUEL2	0220.6223	00000564	GASOLINE
		84.01	CASEYS GEN STORE , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000654	GASOLINE
		84.17	SUPERAMERICA , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000675	GASOLINE
		84.70	HOLIDAY STNSTORE , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000674	GASOLINE
		86.46	SUPERAMERICA , MADSEN		64637	SEPT12 COMDATA FUEL2	0301.6223	00000402	GASOLINE
		86.72	SUPERAMERICA , MADSEN		64637	SEPT12 COMDATA FUEL2	0301.6223	00000638	GASOLINE
		90.00	CASEYS GEN STORE , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000675	GASOLINE
		90.00	HOLIDAY STNSTORE , MARAS		64637	SEPT12 COMDATA FUEL2	0311.6223	00000353	GASOLINE
		90.81	LITTLE DUKES , BRAY		64637	SEPT12 COMDATA FUEL2	0194.6223	00000410	GASOLINE
		91.01	LITTLE DUKES , MADSEN		64637	SEPT12 COMDATA FUEL2	0301.6223	00000638	GASOLINE
		92.19	LITTLE DUKES , FIREFIGHTERS		64637	SEPT12 COMDATA FUEL2	0220.6223	00000558	GASOLINE
		96.24	LITTLE DUKES , MEYENBURG		64637	SEPT12 COMDATA	0194.6223	00000410	GASOLINE

CITY OF RAMSEY

Council Check Register

10/4/2012 -- 12/31/2012

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
						FUEL2			
		97.60	HOLIDAY STNSTORE , BERGE		64637	SEPT12 COMDATA FUEL2	0452.6223	00000664	GASOLINE
		97.85	HOLIDAY STNSTORE , BERGE		64637	SEPT12 COMDATA FUEL2	0452.6223	00000664	GASOLINE
		98.00	HOLIDAY STNSTORE , MARAS		64637	SEPT12 COMDATA FUEL2	0311.6223	00000353	GASOLINE
		98.31	LITTLE DUKES , ERICKSON		64637	SEPT12 COMDATA FUEL2	9601.6223	00000667	GASOLINE
		98.75	LITTLE DUKES , NELSON		64637	SEPT12 COMDATA FUEL2	0452.6223	00000653	GASOLINE
		99.20	LITTLE DUKES , FIREFIGHTERS		64637	SEPT12 COMDATA FUEL2	0220.6223	00000566	GASOLINE
		99.25	LITTLE DUKES , FIREFIGHTERS		64637	SEPT12 COMDATA FUEL2	0220.6223	00000566	GASOLINE
		105.97	HOLIDAY STNSTORE , BERGE		64637	SEPT12 COMDATA FUEL2	0452.6223	00000664	GASOLINE
		110.00	HOLIDAY STNSTORE , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000627	GASOLINE
		117.66	HOLIDAY STNSTORE , BYRON		64637	SEPT12 COMDATA FUEL2	0452.6223	00000654	GASOLINE
		124.13	LITTLE DUKES , TALBOT		64637	SEPT12 COMDATA FUEL2	0311.6223	00000676	GASOLINE
		126.50	LITTLE DUKES , SEASONAL		64637	SEPT12 COMDATA FUEL2	0452.6223	00000653	GASOLINE
		140.51	LITTLE DUKES , NELSON		64637	SEPT12 COMDATA FUEL2	0452.6223	00000675	GASOLINE
		148.80	LITTLE DUKES , TALBOT		64637	SEPT12 COMDATA FUEL2	0311.6223	00000676	GASOLINE
		19,398.38							
99101612	**10/16/2012**		**107885 DEPARTMENT OF LABOR AND INDUST**						
		284.11-	SEPT 2012 SURCHARGE FEES		64638	SEPT12 SURCHARGE	9101.4604		SURCHARGES
		7,102.66	SEPT 2012 SURCHARGE FEES		64638	SEPT12 SURCHARGE	9101.2081		SURCHARGES-PERMITS
		6,818.55							
99667449	**10/11/2012**		**100223 ICMA RETIREMENT TRUST 457**						
		1,764.18			64567	101012914061	9101.2175		DEFERRED COMPENSATION
		1,764.18							
		621,494.63	Grand Total						

Payment Instrument Totals	
Check Total	498,795.60
Transfer Total	122,699.03
Total Payments	621,494.63

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
113259	24 RESTORE	RECON-W	PV	64686	001	09410	9/26/2012	12-1901-C	8,683.33
	24 RESTORE 6615 141ST AVENUE NW RAMSEY MN 55303			Summary Total					8,683.33
				Payment Amount					8,683.33
100012	ACE SOLID WASTE INC	CITY RECYCLING OCT 2012	PV	64582	001	09604	10/1/2012	0009818300	23,617.70
	ACE SOLID WASTE INC			Summary Total					23,617.70
	6601 MCKINLEY STREET NW	15050 ARMSTRONG BLVD FD	PV	64648	001	09101	10/1/2012	0009818901	26.75
	RAMSEY MN 55303			Summary Total					26.75
				Payment Amount					23,644.45
111385	ACHIEVE SERVICES INC	SHREDDING	PV	64695	001	09101	9/11/2012	7027	65.20
	ACHIEVE SERVICES INC 1201 89TH AVENUE NE BLAINE MN 55434			Summary Total					65.20
				Payment Amount					65.20
100013	ADVANCE CONSULTING GROUP INC	SEPT 2012 BILLING	PV	64688	001	09230	10/4/2012	100412	2,340.25
	ADVANCE CONSULTING GROUP INC 13868 CRANE STREET NW SUITE 100 ANDOVER MN 55304			Summary Total					2,340.25
				Payment Amount					2,340.25
100017	AIRGAS NORTH CENTRAL	CYLINDER LEASE RENEWAL	PV	64649	001	09101	10/1/2012	9904601310	46.81
	AIRGAS NORTH CENTRAL	CYLINDER LEASE RENEWAL	PV	64649	002	09101	10/1/2012	9904601310	46.81
	PO BOX 802588 CHICAGO IL 60680-2588			Summary Total					93.62
				Payment Amount					93.62
100019	ALLINA	PRE	PV	64694	001	09101	8/31/2012	083112	283.50

Bank Account	00002224 CASH IN BANK
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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	MEDICAL CLINIC	EMPL-JOHNSON/ YOUNG							
	ALLINA MEDICAL CLINIC P O BOX 60 NW 5685 MINNEAPOLIS MN 55440-0060			Summary Total					283.50
				Payment Amount					283.50
106641	AMERICAN PRESSURE INC	FLOAT VALVE	PV	64583	001	09101	9/27/2012	70276	40.08
	AMERICAN PRESSURE INC 3810 W BROADWAY ROBBINSDALE MN 55422			Summary Total					40.08
				Payment Amount					40.08
108664	AMERICAN VENDING INC	COFFEE	PV	64584	001	09101	9/25/2012	6794	197.40
	AMERICAN VENDING INC 10787 93RD AVENUE N MAPLE GROVE MN 55369			Summary Total					197.40
				Payment Amount					197.40
100618	ANCOM COMMUNICATION S INC	MISC REPAIRS	PV	64650	001	09101	10/5/2012	32591	3,335.32
	ANCOM COMMUNICATIONS INC 1800 EAST CLIFF ROAD SUITE 17A BURNSVILLE MN 55337			Summary Total					3,335.32
				Payment Amount					3,335.32
100029	ANOKA AREA CHAMBER OF COMMERCE	MEMBERSHIP 2012-2013	PV	64585	001	09101	10/1/2012	17853	410.00
	ANOKA AREA CHAMBER OF COMMERCE 12 BRIDGE SQUARE ANOKA MN 55303			Summary Total					410.00
				Payment Amount					410.00
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	JULY-AUG 2012 STATE ACCESS	PV	64651	001	09101	10/9/2012	2012-348	900.00

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Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ANOKA COUNTY CENTRAL COMMUNICATIONS			Summary Total					900.00
	325 EAST MAIN STREET	SEPT 2012 WIRELESS SERVICE	PV	64654	001	09101	10/4/2012	2012-338	541.93
	ANOKA MN 55303			Summary Total					541.93
		MISC SUPPLIES	PV	64655	001	09101	10/3/2012	2012077	318.00
		MISC SUPPLIES	PV	64655	002	09101	10/3/2012	2012077	267.00
		MISC SUPPLIES	PV	64655	003	09101	10/3/2012	2012077	176.06
				Summary Total					761.06
				Payment Amount					2,202.99
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	EDA LEASE	PV	64586	001	09230	10/1/2012	534 OCT 2012	184.00
	ANOKA COUNTY PROPERTY RECORDS TAXATION 2100 - 3RD AVENUE ANOKA MN 55303			Summary Total					184.00
				Payment Amount					184.00
100048	ANOKA COUNTY TREASURER GIS DEPT	SMALL CITY MAPS 50 FOR PD	PV	64652	001	09101	10/11/2012	5584	160.31
	ANOKA COUNTY TREASURER GIS DEPT 2100 - 3RD AVENUE ANOKA MN 55303			Summary Total					160.31
				Payment Amount					160.31
107587	ANOKA COUNTY TREASURY DEPARTMENT	2 MESSAGE TRAILERS	PV	64587	001	09101	9/27/2012	221764	2,000.00
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303			Summary Total					2,000.00
				Payment Amount					2,000.00
100052	ANOKA POLICE DEPARTMENT	SEPT 12 ANIMAL CONTAINMENT	PV	64653	001	09101	10/1/2012	100112	190.00
	ANOKA POLICE DEPARTMENT 275 HARRISON STREET			Summary Total					190.00

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ANOKA MN 55303								
				Payment Amount					190.00
100063	ASPEN MILLS	ROSSUM- BELT	PV	64656	001	09101	10/5/2012	126125	22.00
	ASPEN MILLS			Summary Total					22.00
	8201 C	DWYER- JACKET	PV	64657	001	09101	9/26/2012	125781	66.45
	CENTRAL AVE NE								
	SPRING LAKE PARK MN 55432			Summary Total					66.45
				Payment Amount					88.45
112314	BCA CJTE	SEPT 2012 BILLING	PV	64658	001	09101	9/30/2012	00000098769	390.00
	BCA CJTE			Summary Total					390.00
	1430 MARYLAND AVENUE E								
	ST PAUL MN 55106								
				Payment Amount					390.00
113027	BLUE CROSS BLUE SHIELD- EAP	EAP SERVICES SEPT 2012	PV	64696	001	09101	9/20/2012	2542629	123.00
	BLUE CROSS BLUE SHIELD- EAP			Summary Total					123.00
	ATTEN: DEBRA MORSE M 104								
	P O BOX 64560								
	ST PAUL MN 55164								
				Payment Amount					123.00
100095	BRIGGS AND MORGAN PA INC	RE:EDGEWOOD MANAG. GROUP	PV	64588	001	09468	9/28/2012	508261	1,994.30
	BRIGGS AND MORGAN			Summary Total					1,994.30
	P O BOX 64591	RE:FLAHERTY & COLLINS APTS.	PV	64589	001	09214	9/28/2012	508257	990.50
	ST PAUL MN 55164-0591			Summary Total					990.50
		RE: MASTER DECLARATION	PV	64590	001	09295	9/28/2012	508258	2,205.00
				Summary Total					2,205.00
		SALE OF LOTS- COR THREE	PV	64591	001	09468	9/28/2012	508259	579.20
				Summary Total					579.20
		RE: COR TWO	PV	64592	001	09468	9/28/2012	508260	4,119.77

Bank Account 00002224 CASH IN BANK
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Payment Instrument Check Payment
Pay Through Date 12/31/2012

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		RE: COR TWO	PV	64592	002	09468	9/28/2012	508260	4,119.77
		RE: COR TWO	PV	64592	003	09468	9/28/2012	508260	4,119.77
							Summary Total		12,359.31
							Payment Amount		18,128.31
112663	CAPSTONE HOMES INC	ERO ESC REFUND 7523 162ND AVE	PV	64593	001	09804	10/9/2012	113198	1,500.00
	CAPSTONE HOMES INC 14015 SUNFISH LAKE BLVD SUITE 400 RAMSEY MN 55303						Summary Total		1,500.00
							Payment Amount		1,500.00
104474	CARQUEST AUTO PARTS	TIRE WET	PV	64659	001	09101	9/8/2012	6975-134931	25.52
	CARQUEST AUTO PARTS P O BOX 503589 ST LOUIS MO 63150-3589						Summary Total		25.52
							Payment Amount		25.52
108458	CBIZ BENEFITS INSURANCE SERVICES INC	FIDUCIARY INS- JUNE 11-JUNE 12	PV	64697	001	09101	10/16/2012	101612	217.40
	CBIZ BENEFITS INSURANCE SERVICES INC 11440 TOMAHAWK CREEK PARKWAY LEAWOOD KS 66211-9955						Summary Total		217.40
							Payment Amount		217.40
110536	CBIZ FINANCIAL SOLUTIONS INC	3RD QTR 2012	PV	64698	001	09101	9/30/2012	19954-3Q12	27.23
	CBIZ FINANCIAL SOLUTIONS INC P O BOX 643792 CINCINNATI OH 45264-3792						Summary Total		27.23
							Payment Amount		27.23
100404	CENTURYLINK	OCT 2012 BILLING	PV	64699	001	09101	10/1/2012	612 E34-0550 637 OCT12	310.52
	CENTURYLINK P O BOX 91154	OCT 2012					Summary Total		310.52
			PV	64700	001	09101	10/1/2012	612 E34-0549	310.52

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Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		BILLING						596 OCT 12	
	SEATTLE WA 98111-9254			Summary Total					310.52
		OCT 2012	PV	64701	001	09101	10/1/2012	612 E34-0544	310.52
		BILLING						018 OCT12	
				Summary Total					310.52
				Payment Amount					931.56
100111	COMMERCIAL ASPHALT COMPANY	ASPHALT	PV	64594	001	09101	9/30/2012	093012	195.06
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480			Summary Total					195.06
				Payment Amount					195.06
111471	COMMERCIAL PARTNERS TITLE	TITLE SEARCH FEE 36118 W REAL	PV	64660	001	09468	10/8/2012	29100	685.00
	COMMERCIAL PARTNERS TITLE 200 SOUTH SIXTH STREET SUITE 1300 MINNEAPOLIS MN 55402			Summary Total					685.00
				Payment Amount					685.00
112477	COMPAR INC	PANASONIC ASSESORIES 322/323	PV	64661	001	09290	10/2/2012	IN2054	673.31
	COMPAR INC	PANASONIC ASSESORIES 322/323	PV	64661	002	09290	10/2/2012	IN2054	673.32
	10301 YELLOW CIRCLE DRIVE			Summary Total					1,346.63
	MINNETONKA MN 55343	PANASONIC MISC 322/323	PV	64662	001	09290	10/3/2012	IN2016	2,340.26
		PANASONIC MISC 322/323	PV	64662	002	09290	10/3/2012	IN2016	2,340.27
				Summary Total					4,680.53
				Payment Amount					6,027.16
100125	COUNTRYSIDE PRINTING INC	PD WARNING FORMS	PV	64664	001	09101	10/8/2012	31569	183.72
	COUNTRYSIDE PRINTING 6250 BUNKER LAKE BLVD NW			Summary Total					183.72

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	SUITE 113 RAMSEY MN 55303								
				Payment Amount					183.72
105931	CRABTREE COMPANIES INC	QF BAR CODE VALID-RENEWAL	PV	64663	001	09101	10/8/2012	111898	344.68
	CRABTREE COMPANIES INC 2020 SILVER BELL ROAD SUITE 20 EAGAN MN 55122			Summary Total					344.68
				Payment Amount					344.68
100131	CULLIGAN OF ANOKA	FILTRATION LEASE OCT 2012	PV	64702	001	09101	9/30/2012	100X03952905	132.31
	CULLIGAN DEPARTMENT 8509 P O BOX 77043 MINNEAPOLIS MN 55480-7743			Summary Total					132.31
				Payment Amount					132.31
111818	DEANO'S COLLISION SPECIALISTS INC	REPAIR 322	PV	64665	001	09101	10/9/2012	34052	483.81
	DEANO'S COLLISION SPECIALISTS INC	REPAIR 322	PV	64665	002	09101	10/9/2012	34052	197.50
	11063 173RD AVENUE ELK RIVER MN 55330			Summary Total					681.31
				Payment Amount					681.31
100144	DEHN OIL COMPANY	DIESEL	PV	64595	001	09101	10/2/2012	19659	1,560.38
	DEHN OIL COMPANY			Summary Total					1,560.38
	6735 141ST AVENUE NW	DIESEL	PV	64596	001	09101	10/2/2012	19660	1,770.75
	RAMSEY MN 55303			Summary Total					1,770.75
				Payment Amount					3,331.13
112275	DESTINY	SOFTWARE	PV	64703	001	09101	10/1/2012	3253	3,500.00

Bank Account	00002224 CASH IN BANK
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Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	SOFTWARE INC	LEASE OCT 12-SEPT 13							
	DESTINY SOFTWARE INC P O BOX 827 WOODINVILLE WA 98072			Summary Total					3,500.00
				Payment Amount					3,500.00
100158	ECM PUBLISHERS INC	HEARING-NEMEC EASEMENT	PV	64598	001	09804	9/28/2012	01805202	61.50
	ECM PUBLISHERS INC 4095 COON RAPIDS BLVD COON RAPIDS MN 55433			Summary Total					61.50
				Payment Amount					61.50
100160	EH RENNER AND SONS INC	PUMP INSPECTIONS	PV	64597	001	09601	9/26/2012	000126890000	700.00
	EH RENNER AND SONS INC 15688 JARVIS STREET ELK RIVER MN 55330			Summary Total					700.00
				Payment Amount					700.00
100169	EMERGENCY APPARATUS MAINTENANCE INC	REPAIR ON 502	PV	64666	001	09101	9/11/2012	63721	553.75
	EMERGENCY APPARATUS MAINTENANCE INC 7512 4TH AVENUE LINO LAKES MN 55014			Summary Total					553.75
				Payment Amount					553.75
100170	EMERGENCY MEDICAL PRODUCTS INC	GRAHAM MEGAMOVER 1500	PV	64667	001	09101	9/7/2012	1494494	113.61
	EMERGENCY MEDICAL PRODUCTS INC 25196 NETWORK PLACE CHICAGO IL 60673-1251			Summary Total					113.61
				Payment Amount					113.61
112421	FIRST SCRIBE	WEB APP	PV	64668	001	09101	10/1/2012	2458293	200.00

Bank Account	00002224 CASH IN BANK
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Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	FIRST SCRIBE 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305			Summary Total					200.00
				Payment Amount					200.00
111709	FIRST TRANSIT INC	SEPT 12 RAMSEY STAR EXPRESS	PV	64599	001	09803	10/1/2012	558090912R	50,626.42
	FIRST TRANSIT INC 22192 NETWORK PLACE CHICAGO IL 60673-1221			Summary Total					50,626.42
				Payment Amount					50,626.42
100186	FRANKENSIGNS INC	5 NAME SIGNS	PV	64600	001	09101	9/27/2012	259392	106.88
	FRANKENSIGNS P O BOX 49301 BLAINE MN 55449			Summary Total					106.88
		PD SIGNS	PV	64669	001	09101	10/5/2012	259444	120.00
				Summary Total					120.00
				Payment Amount					226.88
100189	G AND K SERVICES INC G AND K SERVICES INC PO BOX 1450-NW 7536 MINNEAPOLIS MN 55485-7536	UNIFORM CLEANING	PV	64601	001	09101	10/3/2012	1006160444	74.00
		UNIFORM CLEANING	PV	64601	002	09101	10/3/2012	1006160444	10.00
		UNIFORM CLEANING	PV	64601	003	09101	10/3/2012	1006160444	122.90
		UNIFORM CLEANING	PV	64601	004	09101	10/3/2012	1006160444	122.90
				Summary Total					329.80
		FD MATS	PV	64670	001	09101	10/10/2012	1006171590	102.94
				Summary Total					102.94
		FD MATS	PV	64671	001	09101	10/3/2012	1006160442	125.86
				Summary Total					125.86
				Payment Amount					558.60
100193	GALLS, AN ARAMARK COMPANY	NAME TAG FASTENERS	PV	64672	001	09101	9/19/2012	000038960	23.10
	GALLS, AN ARAMARK COMPANY 24296 NETWORK PLACE			Summary Total					23.10
		MISC BALLISTIC	PV	64673	001	09101	9/25/2012	000046939	2,309.08

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		WEAR							
	CHICAGO IL 60673-1224			Summary Total					2,309.08
		COLLAR BRASS	PV	64674	001	09101	10/4/2012	000077184	260.00
				Summary Total					260.00
				Payment Amount					2,592.18
100200	GOPHER STATE ONE CALL INC	198 TICKETS SEPT 2012	PV	64602	001	09601	10/1/2012	47337	91.35
	GOPHER STATE ONE CALL	198 TICKETS SEPT 2012	PV	64602	002	09601	10/1/2012	47337	91.35
	18946 LAKE DRIVE EAST	198 TICKETS SEPT 2012	PV	64602	003	09601	10/1/2012	47337	91.35
	CHANHASSEN MN 55317			Summary Total					274.05
				Payment Amount					274.05
100650	GRAINGER	INDOOR US FLAG SET	PV	64704	001	09101	9/30/2012	9939612967	286.64
	GRAINGER INC DEPT. 806511127 PALATINE IL 60038-0001			Summary Total					286.64
				Payment Amount					286.64
109262	GREENBERG IMPLEMENT INC	SWITCH FOR 657	PV	64675	001	09101	9/21/2012	PS79414	18.18
	GREENBERG IMPLEMENT INC 19745 NOWTHEN BLVD NW RAMSEY MN 55303			Summary Total					18.18
				Payment Amount					18.18
100209	HAKANSON ANDERSON ASSOC INC	RA198 16259 COQUINA EASEMENT	PV	64705	001	09605	9/11/2012	30703	1,084.50
	HAKANSON ANDERSON ASSOC INC 3601 THURSTON AVENUE ANOKA MN 55303-1063			Summary Total					1,084.50
				Payment Amount					1,084.50
100211	HAWKINS INC	CHEMICALS	PV	64603	001	09601	9/24/2012	3390461	3,741.10
	HAWKINS INC P O BOX 9171			Summary Total					3,741.10

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Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	MINNEAPOLIS MN 55480-9171								
								Payment Amount	3,741.10
111501	LANDFORM PROFESSIONAL SERVICES	SUNWOOD REALIGN. DESIGN	PV	64604	001	09496	9/19/2012	20951	12,872.50
	LANDFORM PROFESSIONAL SERVICES 105 5TH AVENUE SOUTH SUITE 513 MINNEAPOLIS MN 55401							Summary Total	12,872.50
								Payment Amount	12,872.50
100259	LEAGUE OF MN CITIES INS TRUST	RE LASHER C.	PV	64706	001	09702	9/1/2012	090112	435.63
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517							Summary Total	435.63
								Payment Amount	435.63
106656	LEE PEST CONTROL INC	SPRAYING AT-CH	PV	64707	001	09101	10/5/2012	100512	106.88
	LEE PEST CONTROL INC 330 MADISON ST ANOKA MN 55303							Summary Total	106.88
								Payment Amount	106.88
107110	LIPSKI, JACKIE	REIMB- MN SALES USE TRAINING	PV	64708	001	09101	10/15/2012	101512	43.19
	JACKIE LIPSKI 629 157TH AVENUE NW ANDOVER MN 55304							Summary Total	43.19
								Payment Amount	43.19
106741	LSA DESIGN INC	RE: RAMSEY DECK BIDDING	PV	64709	001	09803	10/3/2012	12139	2,000.00
	LSA DESIGN INC 219 N 2ND STREET SUITE 302 MINNEAPOLIS MN 55401-1454							Summary Total	2,000.00

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					2,000.00
112512	MADDEN,GALANTER,HANSEN LLP	SERVICES THROUGH AUG 2012	PV	64605	001	09101	9/1/2012	090112	221.40
	MADDEN,GALANTER,HANSEN LLP 505 NORTH HIGHWAY 169 SUITE 295 PLYMOUTH MN 55441-6444			Summary Total					221.40
				Payment Amount					221.40
100271	MAIN MOTORS	HANDLE FOR 665	PV	64676	001	09101	9/21/2012	283921	37.05
	MAIN MOTORS 435 WEST MAIN STREET ANOKA MN 55303			Summary Total					37.05
				Payment Amount					37.05
106616	MARTIN MCALLISTER, INC	PROFESSIONAL SERVICE	PV	64710	001	09101	9/28/2012	8097	250.00
	MARTIN MCALLISTER, INC 3900 IDS CENTER MINNEAPOLIS MN 55402			Summary Total					250.00
		PROFESSIONAL SERVICE	PV	64711	001	09101	8/31/2012	8056	250.00
				Summary Total					250.00
		PERS. EVAL YOUNG/HARRI	PV	64712	001	09101	8/31/2012	8057	2,400.00
				Summary Total					2,400.00
				Payment Amount					2,900.00
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	64677	001	09101	9/27/2012	5444	73.66
	MENARDS ELK RIVER 19521 EVANS STREET NW ELK RIVER MN 55330-1077			Summary Total					73.66
				Payment Amount					73.66
100285	MET COUNCIL ENVIRONMENTAL SRV	NOV 2012 WASTE WATER	PV	64606	001	09602	10/5/2012	0001000404	45,089.42
	MET COUNCIL ENVIRONMENTAL SRV			Summary Total					45,089.42

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	SDS-12-1064 P O BOX 86 MINNEAPOLIS MN 55486-1064								
				Payment Amount					45,089.42
100287	METRO FIRE INC	INVADER HELMETS (6)	PV	64678	001	09101	10/5/2012	45368	1,078.56
	METRO FIRE INC			Summary Total					1,078.56
	13915 LINCOLN ST NE SUITE D	MISC SUPPLIES	PV	64679	001	09101	10/4/2012	45344	774.94
	HAM LAKE MN 55304			Summary Total					774.94
				Payment Amount					1,853.50
100288	METRO NORTH CHAMBER OF COMMERCE	OCT 12- SEPT 2013 MEMBERSHIP	PV	64607	001	09101	9/4/2012	12816	319.00
	METRO NORTH CHAMBER OF COMMERCE 9380 CENTRAL AVE NE SUITE 320 BLAINE MN 55434			Summary Total					319.00
				Payment Amount					319.00
108208	METRO PRODUCTS INC	MISC PARTS	PV	64680	001	09101	10/2/2012	87774	344.81
	METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432			Summary Total					344.81
				Payment Amount					344.81
100224	MN OFFICE OF ENTERPRISE TECH SHARED SER.	SEPT 2012 WAN CHARGES	PV	64713	001	09101	10/3/2012	DV12090431	176.38
	MN OFFICE OF ENTERPRISE TECH SHARED TECH ROOM 510 658 CEDAR STREET ST PAUL MN 55155			Summary Total					176.38
				Payment Amount					176.38
100345	NAPA AUTO PARTS ELK RIVER	STARTER FOR 612	PV	64681	001	09101	9/26/2012	645399	36.06

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CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	NAPA AUTO PARTS ELK RIVER	STARTER FOR 612	PV	64681	002	09101	9/26/2012	645399	36.07
	17137 YALE STREET NW				Summary Total				72.13
	P O BOX 1041	RAINX BLADES FOR 365	PV	64682	001	09101	10/9/2012	647645	40.59
	ELK RIVER MN 55330				Summary Total				40.59
					Payment Amount				112.72
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	64714	001	09101	10/8/2012	157609	357.29
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433				Summary Total				357.29
					Payment Amount				357.29
100812	PARTS ASSOCIATES INC	MISC SUPPLIES	PV	64608	001	09605	9/18/2012	PAI1126339	386.92
	PARTS ASSOCIATES INC 12420 PLAZA DRIVE CLEVELAND OH 44130				Summary Total				386.92
					Payment Amount				386.92
112598	PAUL EMMERICH CONSTRUCTION INC	ERO ESC REFUND 7825 148TH LN	PV	64609	001	09804	10/10/2012	113079	1,500.00
	PAUL EMMERICH CONSTRUCTION INC 1870 181ST AVENUE NW CEDAR MN 55011				Summary Total				1,500.00
					Payment Amount				1,500.00
111488	POPP.COM INC	SEPT 2012 BILLING	PV	64715	001	09101	9/30/2012	992057373	113.18
	POPP.COM INC	SEPT 2012 BILLING	PV	64715	002	09101	9/30/2012	992057373	40.42
	P O BOX 27110	SEPT 2012 BILLING	PV	64715	003	09101	9/30/2012	992057373	40.42
	GOLDEN VALLEY MN 55427-0110	SEPT 2012 BILLING	PV	64715	004	09101	9/30/2012	992057373	234.45
		SEPT 2012	PV	64715	005	09101	9/30/2012	992057373	40.42

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		BILLING SEPT 2012 BILLING	PV	64715	006	09101	9/30/2012	992057373	56.59
		BILLING SEPT 2012 BILLING	PV	64715	007	09101	9/30/2012	992057373	32.34
		BILLING SEPT 2012 BILLING	PV	64715	008	09101	9/30/2012	992057373	8.10
		BILLING SEPT 2012 BILLING	PV	64715	009	09101	9/30/2012	992057373	90.00
		BILLING SEPT 2012 BILLING	PV	64715	010	09101	9/30/2012	992057373	90.00
		BILLING SEPT 2012 BILLING	PV	64715	011	09101	9/30/2012	992057373	120.00
		BILLING SEPT 2012 BILLING	PV	64715	012	09101	9/30/2012	992057373	61.68
							Summary Total		927.60
							Payment Amount		927.60
111935	PPL INDUSTRIES	EVENT FEE	PV	64683	001	09604	9/28/2012	0001276	150.00
	PPL INDUSTRIES 1179 15TH AVENUE SE MINNEAPOLIS MN 55414						Summary Total		150.00
							Payment Amount		150.00
112959	PREMIUM WATERS INC	FD WATER	PV	64684	001	09101	9/30/2012	621331 SEPT 12	19.34
	PREMIUM WATERS INC P O BOX 9128 MINNEAPOLIS MN 55480-9128						Summary Total		19.34
							Payment Amount		19.34
112920	PRESCRIPTION LANDSCAPE	MOW/FIELDS DRAW PARK	PV	64610	001	09101	9/26/2012	182977	539.96
	PRESCRIPTION LANDSCAPE 481 FRONT AVENUE ST PAUL MN 55117						Summary Total		539.96
							Payment Amount		539.96
100417	RDJ SPECIALTIES INC	CUPS	PV	64685	001	09101	9/5/2012	045512	535.62

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	RDJ SPECIALTIES INC 7535 BARTLETT CORP DRIVE SUITE B BARTLETT TN 38133			Summary Total					535.62
				Payment Amount					535.62
100421	REGAL AWARDS AND TROPHIES	NAME PLATES/LETTERS	PV	64716	001	09101	10/4/2012	12332	19.77
	REGAL AWARDS AND TROPHIES 530 WEST MAIN STREET ANOKA MN 55303			Summary Total					19.77
				Payment Amount					19.77
100838	RIEMER, GRANT	REIMB- N. MARAS	PV	64687	001	09101	10/11/2012	101112	28.00
	GRANT RIEMER 2326 3RD AVENUE ANOKA MN 55303			Summary Total					28.00
				Payment Amount					28.00
106398	S W WOLD CONSTRUCTION INC	ERO ESC REFUND 7528 163RD	PV	64611	001	09804	10/10/2012	112973	1,500.00
	S W WOLD CONSTRUCTION INC			Summary Total					1,500.00
	9457 HIGHWAY 10 NW SUITE 200 RAMSEY MN 55303	ERO ESC REFUND 7555 163RD	PV	64612	001	09804	10/10/2012	113140	1,500.00
				Summary Total					1,500.00
				Payment Amount					3,000.00
100469	STREICHER'S POLICE EQUIPMENT	MISC SUPPLIES	PV	64689	001	09101	10/8/2012	I964605	124.97
	STREICHER'S POLICE EQUIPMENT LB# 7873 P O BOX 9438 MINNEAPOLIS MN 55440-9438			Summary Total					124.97
				Payment Amount					124.97
101292	THIELING,	REIMB. MCFOA	PV	64613	001	09101	10/5/2012	100512	28.86

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	JOANN	CONF/MTGS							
				Summary Total					28.86
	JOANN THIELING 16010 POTASSIUM STREET NW RAMSEY MN 55303								
				Payment Amount					28.86
100485	TIMESAVER OFF SITE SECRETARIAL INC	SEPT 12 MEETINGS	PV	64615	001	09101	9/26/2012	M19326	624.46
				Summary Total					624.46
	28601 HUB DRIVE	SEPT 2012 MEETINGS	PV	64616	001	09101	9/27/2012	M19345	480.35
	MADISON LAKE MN 56063-4179			Summary Total					480.35
				Payment Amount					1,104.81
112688	TITAN MACHINERY	TUBE CLAMP HOSE FOR 634	PV	64690	001	09605	9/27/2012	VC05109	223.44
				Summary Total					223.44
	TITAN MACHINERY 6340 COUNTY ROAD 101 EAST SHAKOPEE MN 55379								
				Payment Amount					223.44
112079	TOKLE INSPECTIONS INC	SEPT 2012 BILLING	PV	64617	001	09101	10/1/2012	100112	2,269.50
				Summary Total					2,269.50
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448								
				Payment Amount					2,269.50
108522	TOTAL CONTROL SYSTEMS, INC	REPAIR LIFT STAT 6	PV	64614	001	09602	9/25/2012	6281	4,968.37
				Summary Total					4,968.37
	TOTAL CONTROL SYSTEMS, INC P O BOX 40 STANCHFIELD MN 55080								
				Payment Amount					4,968.37
100495	TWIN CITIES FLAG SOURCE	MISC FLAGS	PV	64718	001	09101	10/9/2012	18390	107.94

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	TWIN CITIES FLAG SOURCE 3240 - 199TH AVENUE NW ANOKA MN 55303			Summary Total					107.94
				Payment Amount					107.94
106812	TWIN CITY FILTER SERVICE INC	PLEATED FILTERS	PV	64717	001	09101	10/8/2012	0519709	56.08
	TWIN CITY FILTER SERVICE INC 2529 25TH AVE S MINNEAPOLIS MN 55406-1280			Summary Total					56.08
				Payment Amount					56.08
100497	UNIFORMS UNLIMITED	BADGE PANEL	PV	64691	001	09101	9/25/2012	135424	98.30
	UNIFORMS UNLIMITED 935 NORTH DALE STREET ST. PAUL MN 55103			Summary Total					98.30
				Payment Amount					98.30
105628	WELLS CATERING SERVICE	CC MEETING 10/9/2012	PV	64693	001	09101	10/9/2012	27000	106.77
	WELLS CATERING SERVICE 7533 SUNWOOD DRIVE SUITE 108 RAMSEY MN 55303			Summary Total					106.77
				Payment Amount					106.77
100539	WRIGHT TIRE SERVICE INC	RADIAL TUBE FOR 643	PV	64692	001	09101	9/24/2012	84273	22.43
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303			Summary Total					22.43
				Payment Amount					22.43
112515	WSB AND ASSOCIATES INC	SERVICES THROUGH AUG 2012	PV	64618	001	09496	9/21/2012	2- SEPT 2012	20,945.50
	WSB AND ASSOCIATES INC 701 XENIA AVENUE SOUTH SUITE 300 MINNEAPOLIS MN 55416			Summary Total					20,945.50

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CITY OF RAMSEY

Create Payment Control Groups

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
								Payment Amount	20,945.50
100541	ZARNOTH BRUSH WORKS INC	WAFER BROOM REFILL	PV	64619	001	09101	9/18/2012	0140796	478.75
	ZARNOTH BRUSH WORKS INC PO BOX 141 CHILTON WI 53014-0141							Summary Total	478.75
								Payment Amount	478.75
								Total Amount to be Processed	245,966.06
								Total Number of Payments to be Processed	86

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CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2012

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
112662	JULIAN M. JOHNSON CONSTRUCTION CORP.	PAY EST 2 STORM SEWER	PV	64719	001	09605	10/16/2012	101612	23,864.00
	JULIAN M. JOHNSON CONSTRUCTION CORP. 6191 140TH AVENUE NW RAMSEY MN 55303						Summary Total		23,864.00
							Payment Amount		23,864.00
112956	KNUTSON CONSTRUCTION	PAY EST 12-RAMP PHASE II	PV	64632	001	09468	10/11/2012	101112	111,459.13
	KNUTSON CONSTRUCTION 5500 WAYZATA BLVD SUITE #300 MINNEAPOLIS MN 55416						Summary Total		111,459.13
							Payment Amount		111,459.13
113206	NORTH PINE AGGREGATE INC	PAY EST 3 -SUNWOOD REALIGN	PV	64633	001	09496	10/11/2012	101112	471,261.07
	NORTH PINE AGGREGATE INC 14551 LAKE DRIVE FOREST LAKE MN 55025						Summary Total		471,261.07
							Payment Amount		471,261.07
101234	NORTH VALLEY, INC	PAY EST 1-ALPINE DR RECONSTUCT	PV	64634	001	09204	10/11/2012	101112	22,094.22
	NORTH VALLEY, INC	PAY EST 1-ALPINE DR RECONSTUCT	PV	64634	002	09204	10/11/2012	101112	12,066.86
	20015 IGUANA STREET NW NOWTHEN MN 55330						Summary Total		34,161.08
							Payment Amount		34,161.08
							Total Amount to be Processed		640,745.28
							Total Number of Payments to be Processed		4

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-XXX

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF OCTOBER 5, 2012 THROUGH OCTOBER 16, 2012.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of October 5, 2012, through October 16, 2012, in the amount of $1,620,647.29; and

WHEREAS, the City Council of the City of Ramsey is required to authorize payment for all disbursement transactions.

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

1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period October 5, 2012, through October 16, 2012, in the amount of $1,620,647.29.

The motion for the 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 23rd day of October 2012.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 8.**

Meeting Date: 10/23/2012

Submitted For: MaryJo Warner **By:** MaryJo Warner, Engineering/Public Works

Information

Title:

Adopt Resolution 12-10-XXX Authorizing Partial Payment to Knutson Construction for IP 10-22 Ramsey Municipal Parking Ramp, Phase II

Background:

Resolution and Pay Request Attached.

Recommendation:

The City Engineering Technician IV inspected the completed work and recommends partial payment to Knutson Construction for IP 10-22 Ramsey Municipal Parking Facility - Phase II in the amount of $111,459.13.

Council Action:

Motion to adopt Resolution 12-10-XXX authorizing partial payment to Knutson Construction for IP 10-22 Ramsey Municipal Parking Facility - Phase II in the amount of $111,459.13.

Attachments

Resolution CC 10.23.12

Pay Request 10.23.12

Form Review

Inbox	Reviewed By	Date
Hakanson Anderson Engineering	Shane Nelson	10/18/2012 07:14 AM
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:18 AM
Form Started By: MaryJo Warner		Started On: 10/11/2012 12:01 PM

Final Approval Date: 10/18/2012

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-XXX

RESOLUTION APPROVING 12TH PARTIAL PAYMENT TO KNUTSON CONSTRUCTION FOR IP #10-22 RAMSEY MUNICIPAL PARKING RAMP, PHASE II

WHEREAS, the authorization to advertisement for bids for this project was approved on April 12, 2011, and

WHEREAS, on August 9, 2011, the Ramsey City Council awarded the contract for IP #10-22 to Knutson Construction; and

WHEREAS, as of September 25, 2012 $2,920,701.87 has been paid to date; and

WHEREAS, Engineering Technician IV, has inspected the completed work and recommends partial payment to Knutson Construction in the amount of $111,459.13.

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 Council hereby authorizes partial payment to Knutson Construction for Improvement Project #10-22 in the amount of $111,459.13.

2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of October 23, 2012.

4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

The motion for the 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 23rd day of October 2012.

_____
Mayor

ATTEST:

_____
City Clerk

Application and Certificate for Payment

To (Owner): City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Project: Ramsey Municipal Parking Facility - Phase II

Application No: 12

Period To: 9/30/2012

Architect's Project No: 10-12

Distribution to: Owner, Architect, Contractor

From (Contractor): Knutson Construction
5500 Wayzata Blvd, Suite 300
Minneapolis, MN 55416

Via (Architect): LSA Design Inc
219 North Second Street, Suite 302
Minneapolis, MN 55401

Contract For:

Contract Date: 8/25/2011

CONTRACTOR'S APPLICATION FOR PAYMENT

Change Order Summary			
Change Orders approved in previous months by Owner		Additions	Deductions
	TOTAL	311512	0
Approved this Month			
Number	Date Approved		
10	9/27/2012	1,649.00	
		0.00	
	TOTALS	313,161.00	0.00
Net change by Change Orders			313,161.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Please note that the previous pay application was processed in correctly. The Amount Due was Transposed with the Balance to Finish resulting in KCS only receiving the retained amount.

Contractor:

By: _____ Date: 10.3.12

Application is made for Payment, as shown below, in connection with the Contract, Continuation Sheet, attached.

1. Original Contract Sum		$ 2,734,000.00
2. Net change by Change Order		$ 313,161.00
3. Contract Sum To Date (Line 1 ± 2)		$ 3,047,161.00
4. Total Completed & Stored To Date (Column G on G703)		$ 3,047,161.00
5. Retainage:		
a. ___% of Completed Work (Column D + E on G703)	$ ~~5,000.00~~ 15,000.00	
b. ___% of Stored Material (Column F on G703)	$ 0.00	
Total Retainage (Line 5a + 5b or Total in Column I of G703)		$ 15,000.00 ~~5,000.00~~
6. Total Earned Less Retainage (Line 4 less Line 5 Total)		$ 3,032,161.00 ~~3,042,161.00~~
7. Less Previous Certificates For Payment (Line 6 from prior Certificate)		$ 2,920,701.87
8. Current Payment Due		$ 111,459.13 ~~121,459.13~~
9. Balance to Finish, Plus Retainage (Line 3 less Line 6)		$ 15,000.00 ~~5,000.00~~

State of: Minnesota County of: Hennepin

Subscribed and sworn to before me on this 3 day of October, 2012

Notary Public: _____

My Commission expires: January 31, 2015

BRITTINA LYNN BOGNER
Notary Public-Minnesota
My Commission Expires Jan 31, 2015

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is an accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Amount Certified $ 111,459.13

(Attach explanation if amount certified differs from the amount applied for.)

Architect:

By: _____ Date: 10.4.12

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

OWNER's CERTIFICATION

By: _____ Date: 10/5/12

CC Regular Session **4. 9.**

Meeting Date: 10/23/2012

Submitted For: MaryJo Warner **By:** MaryJo Warner, Engineering/Public Works

Information

Title:

Adopt Resolution 12-10-XXX Authorizing Partial Payment to Julian M. Johnson Construction for IP 12-24; 2012 Storm Sewer Improvements Division B

Background:

Resolution and Pay Request Attached.

Recommendation:

The City Civil Engineer II inspected the completed work and recommends partial payment to Julian M. Johnson Construction Corp. for IP 12-24; 2012 Storm Sewer Improvements Division B in the amount of $21,489.00.

Council Action:

Motion to adopt Resolution 12-10-XXX authorizing partial payment to Julian M. Johnson Construction Corp. for IP 12-24; 2012 Storm Sewer Improvements in the amount of $21,489.00.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	MaryJo Warner	10/18/2012 08:30 AM
Mary Jo Warner	MaryJo Warner	10/18/2012 08:31 AM
Hakanson Anderson Engineering	Shane Nelson	10/18/2012 09:21 AM
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:19 AM

Form Started By: MaryJo Warner Started On: 10/11/2012 01:13 PM

Final Approval Date: 10/18/2012

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-XXX

RESOLUTION APPROVING 2nd PARTIAL PAYMENT TO JULIAN M JOHNSON CONSTRUCTION CORP FOR CITY PROJECT 12-24, 2012 STORM SEWER IMPROVEMENT PROJECTS – DIVISION B

WHEREAS, on September 11, 2011 the Ramsey City Council authorized City staff to prepare plans and specifications to improve drainage within various areas of the City associated with heavy rains in the summer of 2011; and

WHEREAS, City staff has investigated and included other various storm sewer improvements necessary to complete the pending 2012 Street Maintenance Program, as presented to the Ramsey City Council on March 13, 2012; and

WHEREAS, additional storm sewer improvements were added to the project plans by the Ramsey City Council on April 10, 2012, also as a result of the heavy rains in the summer of 2011; and

WHEREAS, as of October 23, 2012 $63,049.88 has been paid to date; and

WHEREAS, Civil Engineer II, Leonard Linton has inspected the completed work and recommends partial payment to Julian M. Johnson Construction Corp. in the amount of $23,864.00.

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 Council hereby authorizes partial payment to Julian M Johnson Construction Corp. for Improvement Project 12-24; 2012 Storm Sewer Project – Division B. in the amount of $23,864.00.

2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of October 23, 2012.

4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

The motion for the 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 23rd day of October 2012.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet
IP 12-24; 2012 STORM SEWER IMPROVEMENTS DIVISION B

City of Ramsey

Estimate no **2**

TOTAL CONTRACT		$77,383.50
CHANGE ORDERS		$25,120.00
TOTAL WITH CHANGE ORDERS	$	102,503.50
STORED MATERIALS	$	-
TOTAL, COMPLETED WORK TO DATE		$91,488.29
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	91,488.29
RETAINED PERCENTAGE 5%	$	4,574.41
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	86,913.88
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	63,049.88
PAY CONTRACTOR PER ESTIMATE NO. 2	$	23,864.00

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on the this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the contract amount for the period covered by this estimate.

Contractor: Julian M. Johnson Construction Corp.

By Carl S Johnson President
Name Title

Date 10-16-12

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: CITY OF RAMSEY

By _____ Civil Engineer II
Leonard Linton, PE

Date 10-16-12

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By _____ Interim City Engineer 10/17/12
Name Title Date

CC Regular Session **4. 10.**

Meeting Date: 10/23/2012

Submitted For: MaryJo Warner **By:** MaryJo Warner, Engineering/Public Works

Information

Title:

Adopt Resolution 12-10-XXX Authorizing Partial Payment to North Valley Inc for IP 12-23; Alpine Drive Reconstruction

Background:

Resolution and Pay Request Attached.

Recommendation:

The City Civil Engineer II inspected the completed work and recommends partial payment to North Valley, Inc. for IP 12-23; Alpine Drive Reconstruction in the amount of $34,161.08.

Council Action:

Motion to adopt Resolution 12-10-XXX authorizing partial payment to North Valley, Inc. for IP 12-23; Alpine Drive Reconstruction in the amount of $34,161.08.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Hakanson Anderson Engineering	Shane Nelson	10/18/2012 09:21 AM
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:19 AM
Form Started By: MaryJo Warner		Started On: 10/11/2012 01:17 PM

Final Approval Date: 10/18/2012

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-XXX

**RESOLUTION APPROVING 1ST PARTIAL PAYMENT TO NORTH VALLEY INC FOR CITY PROJECT 12-23,
ALPINE DRIVE RECONSTRUCTION**

WHEREAS, on July 24, 2012 the Ramsey City Council accepted the plans and authorized the solicitation of bids; and

WHEREAS, pursuant to an advertisement for bids for Improvement Project 12-23; Alpine Drive Reconstruction, bids were received, opened and tabulated according to law; and

WHEREAS, North Valley Inc. is the lowest responsible bidder; and

WHEREAS, as of October 23, 2012 $0 has been paid to date; and

WHEREAS, Civil Engineer II has inspected the completed work and recommends partial payment to North Valley Inc. in the amount of $34,161.08.

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 Council hereby authorizes partial payment to North Valley Inc. for Improvement Project 12-23; Alpine Drive Reconstruction in the amount of $34,161.08.

2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of October 23, 2012.

4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

The motion for the 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 23rd day of October 2012.

Mayor

ATTEST:

City Clerk

Pay Estimate Summary Sheet
IP 12-23; Alpine Drive Reconstruction
SAP 199-107-009
City of Ramsey

Estimate no **1**

TOTAL CONTRACT	$	272,721.31
TOTAL CONTRACT	$	272,721.31
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	$	35,959.04
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	35,959.04
RETAINED PERCENTAGE 5%	$	1,797.95
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	34,161.08
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	-
PAY CONTRACTOR PER ESTIMATE NO.1	$	34,161.08

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on the this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the contract amount for the period covered by this estimate.

Contractor: North Valley , Inc

By _____ President
Name Title

Date 10/4/2012

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: CITY OF RAMSEY

By _____ Civil Engineer II
Leonard Linton, PE

Date 10/15/12

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By _____ INTERIM City Engineer 10/17/12
Name Title Date

CC Regular Session **4. 11.**

Meeting Date: 10/23/2012

Submitted For: MaryJo Warner **By:** MaryJo Warner, Engineering/Public Works

Information

Title:

Adopt Resolution 12-10-XXX; Authorizing Partial Payment to North Pine Aggregates Inc. for IP 12-20; CSAH 83 (Armstrong Boulevard) - Sunwood Drive

Background:

Resolution and Pay Request Attached.

Notification:

Observations:

Recommendation:

The City Engineering Technician IV inspected the completed work and recommends partial payment to North Pine Aggregates, Inc. for IP 12-20; CSAH 83 (Armstrong Blvd) - Sunwood Drive in the amount of $471,261.07.

Funding Source:

Council Action:

Motion to adopt Resolution 12-10-XXX authorizing partial payment to North Pine Aggregates, Inc. for IP 12-20; CSAH 83 (Armstrong Blvd) - Sunwood Drive in the amount of $471,261.07.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Hakanson Anderson Engineering	Shane Nelson	10/18/2012 09:21 AM
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:20 AM
Form Started By: MaryJo Warner		Started On: 10/11/2012 01:19 PM

Final Approval Date: 10/18/2012

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-XXX

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO NORTH PINE AGGREGATE FOR CITY IMPROVEMENT PROJECT #12-20; SUNWOOD DRIVE REALIGNMENT

WHEREAS, on June 28, 2011 the Ramsey Housing and Redevelopment Authority awarded an engineering services contract to Landform Professional Services to complete the necessary Ramsey Town Center AUAR updates, and prepare of a feasibility study for the realignment of Sunwood Drive NW; and

WHEREAS, on July 26, 2011 the Ramsey City Council awarded an engineering services contract to WSB & Associates to prepare a feasibility study for the portion of the Sunwood Drive realignment contained within Anoka County right-of-way, and assist in completing updates to the existing Ramsey Town Center AUAR; and

WHEREAS, on January 24, 2012 the Ramsey City Council accepted the feasibility studies and called for the preparation of plans and specifications for City Improvement Project #12-20; Sunwood Drive Realignment; and

WHEREAS, on May 22, 2012 the Ramsey City Council accepted the plans and specifications and authorized the solicitation of bids; and

WHEREAS, North Pine Aggregates, Inc is the lowest responsible bidder; and

WHEREAS, as of October 23, 2012 $974,064.21 has been paid to date; and

WHEREAS, Engineering Technician IV has inspected the completed work and recommends partial payment to North Pine Aggregate, Inc. in the amount of $471,261.07.

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 Council hereby authorizes partial payment to North Pine Aggregates, Inc. for Improvement Project #12-20; CSAH 83(Armstrong Boulevard) – Sunwood Drive in the amount of $471,261.07.

2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of October 23, 2012.

4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

The motion for the 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 23rd day of October 2012.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet
IP 12-20; CSAH 83 (ARMSTRONG BOULEVARD)- SUNWOOD DRIVE
SAP 199-020-010 199-104-010
City of Ramsey

Estimate no **3**

TOTAL CONTRACT	$	2,342,825.81
CHANGE ORDERS (#1)	$	23,182.10
TOTAL WITH CHANGE ORDERS	$	2,366,007.91
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	$	1,521,395.03
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	1,521,395.03
RETAINED PERCENTAGE 5%	$	76,069.75
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	1,445,325.28
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	974,064.21
PAY CONTRACTOR PER ESTIMATE NO. 3	$	471,261.07

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on the this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned Contractor, and as amended by any authorized changes and the foregoing is a true and correct statement of the contract amount for the period covered by this estimate.

Contractor: North Pine Aggregates, Inc.

By _____ Project Manager
Name Title

Date 10/12/12

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: CITY OF RAMSEY

By _____ Civil Engineer II
Leonard Linton, PE

Date 10/15/12

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By _____ INTERIM CITY ENGINEER 10/17/12
Name Title Date

CC Regular Session **4. 12.**

Meeting Date: 10/23/2012

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #12-10-XXX Adopting Findings of Fact #__ Relating to a Request from Lake Region RV to Permit Motor Vehicle Sales in the B-2 Highway Business District at the Properties Located at 7815 Riverdale Drive NW; and Adopt Resolution #12-10-XXX Approving the Issuance of the CUP and Declaring Terms of Same.

Background:

The City has received a conditional use permit (CUP) application from DSB Ventures, LLC to allow motor vehicle, implement, and recreation equipment sales and service for Lake Region RV's, Inc. at 7815 Riverdale Drive NW. In 2009, this type of use was reclassified from a Permitted Use to a Conditional Use in the B-2 Highway Business District. The Subject Property has not been used for motor vehicle, implement, and recreation equipment sales and service. The Application also includes plans to expand the existing parking lot to the adjacent, vacant parcel consisting of asphalt with concrete curb and gutter.

Notification:

In accordance with State Statute and City Code, Staff attempted to notify all property owners within 350 of the Subject Property of the Public Hearing via Standard US Mail. A Notice of Public Hearing was published in the Anoka County Union.

Observations:

Lake Region RV, currently Ramsey business, is proposing to relocate its operation to the Subject Property later this year. The building is currently occupied by Canvas Craft. The Subject Property consists of two (2) separate parcels totaling 2.65 acres in size. Lot 2 (7815 Riverdale Drive) currently contains a building of approximately 6,000 square feet. The parcel directly adjacent to the west (Lot 1), is currently vacant. The Applicant is proposing to construct the parking lot improvements on Lot 1, and utilize the existing improvements on Lot 2. As Lot 1 would have a parking lot without a primary structure, a condition of the Permit shall be that the two (2) parcels cannot be sold separately unless used for a joint use related to Lot 2. Alternatively, the Applicant can combine the two (2) parcels into one (1). Initial indications are that the Applicant will propose to combine the two (2) parcels.

City Code requires one (1) space for every ten (10) items on display. It appears that between the existing parking lot and proposed expanded parking lot, there should be sufficient off-street parking.

Detailed terms of the Agreement are included in the attached Proposed Findings of Fact and Conditional Use Permit.

Funding Source:

The Applicant is responsible for all City costs incurred in administering and enforcing this Permit.

Staff Recommendation:

The Planning Commission met on Thursday, October 4th to hold a Public Hearing and recommended approval of the request for a Conditional Use Permit for Motor Vehicle, Implement, and Recreation Equipment Sales and Service at the Subject Property, contingent upon compliance with the Staff Review Letter dated September 28, 2012.

Committee Action:

Motion to adopt the resolution adopting findings of fact.

-AND-

Motion to adopt the resolution approving the request for a Conditional Use Permit for Motor Vehicle, Implement, and Recreation Equipment Sales and Service at the Subject Property, contingent upon compliance with the Staff Review Letter dated September 28, 2012.

Attachments

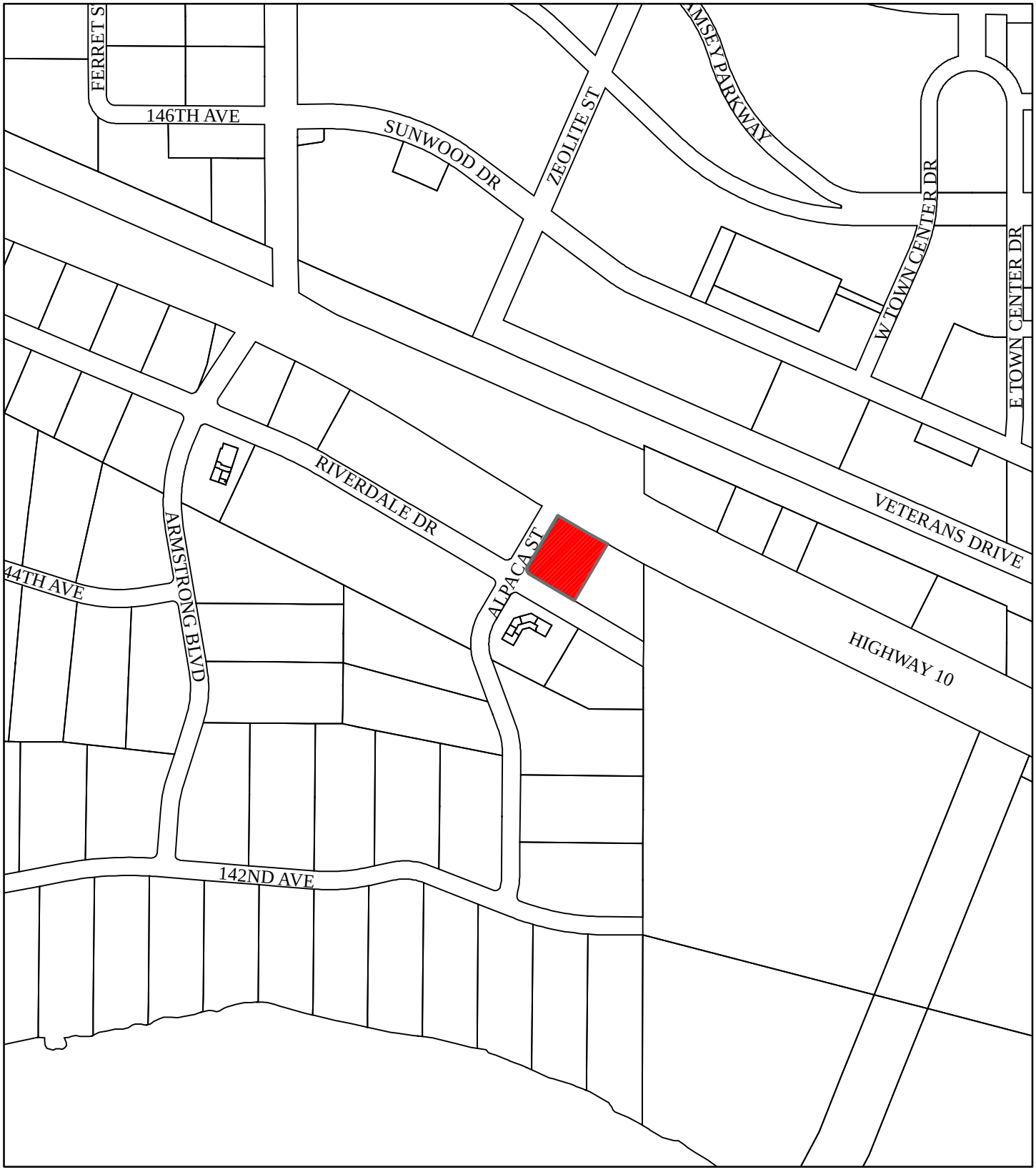
Site Location Map
Site Plan Sheet 1
Site Plan Sheet 2
Recommended Findings of Fact
Proposed Conditional Use Permit
Review File
DRAFT Planning Commission Minutes dated October 4, 2012

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Tim Gladhill	10/08/2012 01:52 PM
Tim Gladhill (Originator)	Tim Gladhill	10/08/2012 02:25 PM
Kurt Ulrich	Kurt Ulrich	10/09/2012 03:57 PM
Tim Gladhill (Originator)	Tim Gladhill	10/09/2012 04:22 PM

Form Started By: Tim Gladhill Started On: 10/08/2012

Final Approval Date: 10/09/2012



City of RAMSEY

Lake Region RV

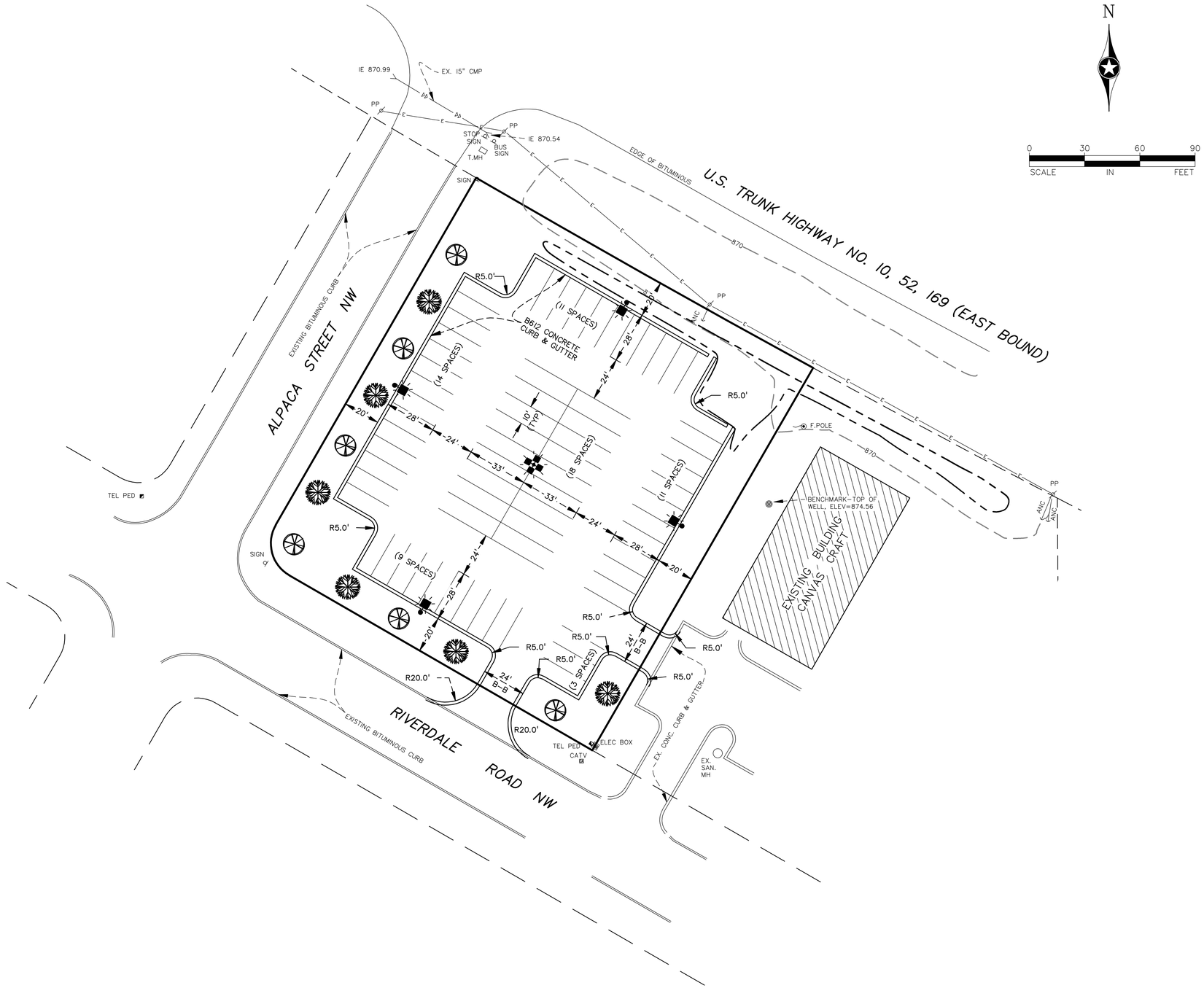
Legend

Site

Parcels

N

0 625 1,250 Feet

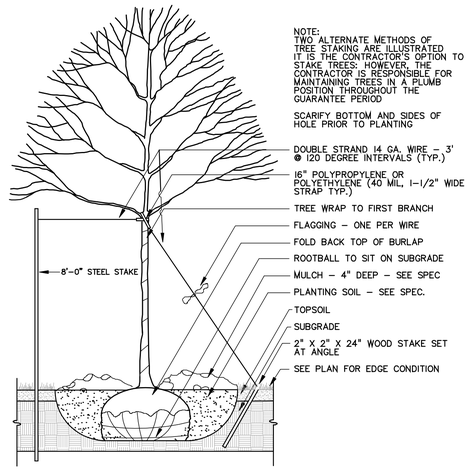


LEGEND

SIGN	DENOTES EXISTING SIGN
Well	DENOTES EXISTING WELL
TEL PED	DENOTES EXISTING TELEPHONE PEDISTALL
PP	DENOTES EXISTING POWER POLE
ANC	DENOTES EXISTING GUY WIRE
F.POLE	DENOTES EXISTING FLAG POLE
ELEC BOX	DENOTES EXISTING ELECTRIC TRANSFORMER BOX
CATV	DENOTES EXISTING CABLE TV BOX
EX. SAN. MH	DENOTES EXISTING SANITARY MANHOLE
E E	DENOTES EXISTING OVERHEAD ELECTRIC LINE
	DENOTES PROPOSED TREE – HONEY LOCUST (2 1/2" DIA.)
	DENOTES PROPOSED TREE – AUTUMN BLAZE MAPLE (2 1/2" DIA.)
	DENOTES PROPOSED LIGHT

NOTE:
ALL DISTURBED – NON PAVED AREAS EXCEPT POND AREA TO BE RESTORED WITH A MINIMUM OF 4" DEPTH OF TOPSOIL AND SOD.

POND BOTTOM SLOPES SHALL BE RESTORED WITH A MINIMUM 4" DEPTH OF TOPSOIL, SEED MNDOT 3876 SEED MIX 240 @ 75 LBS/Ac. AND WOOD OR STRAW FIBER BLANKET.



TREE PLANTING DETAIL

REV NO.	DATE	DESCRIPTION

DATE: 9/4/2012
DESIGN BY: RDA
DRAWN BY: BJC
CHECKED BY: RDA
DWG: 7857-10SITE
TEXT:
FILE NO.: 7857.10-03

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Signature: Ross D. Abel
Ross D. Abel, PE
Date: 9/4/2012
Lic. No. 16733

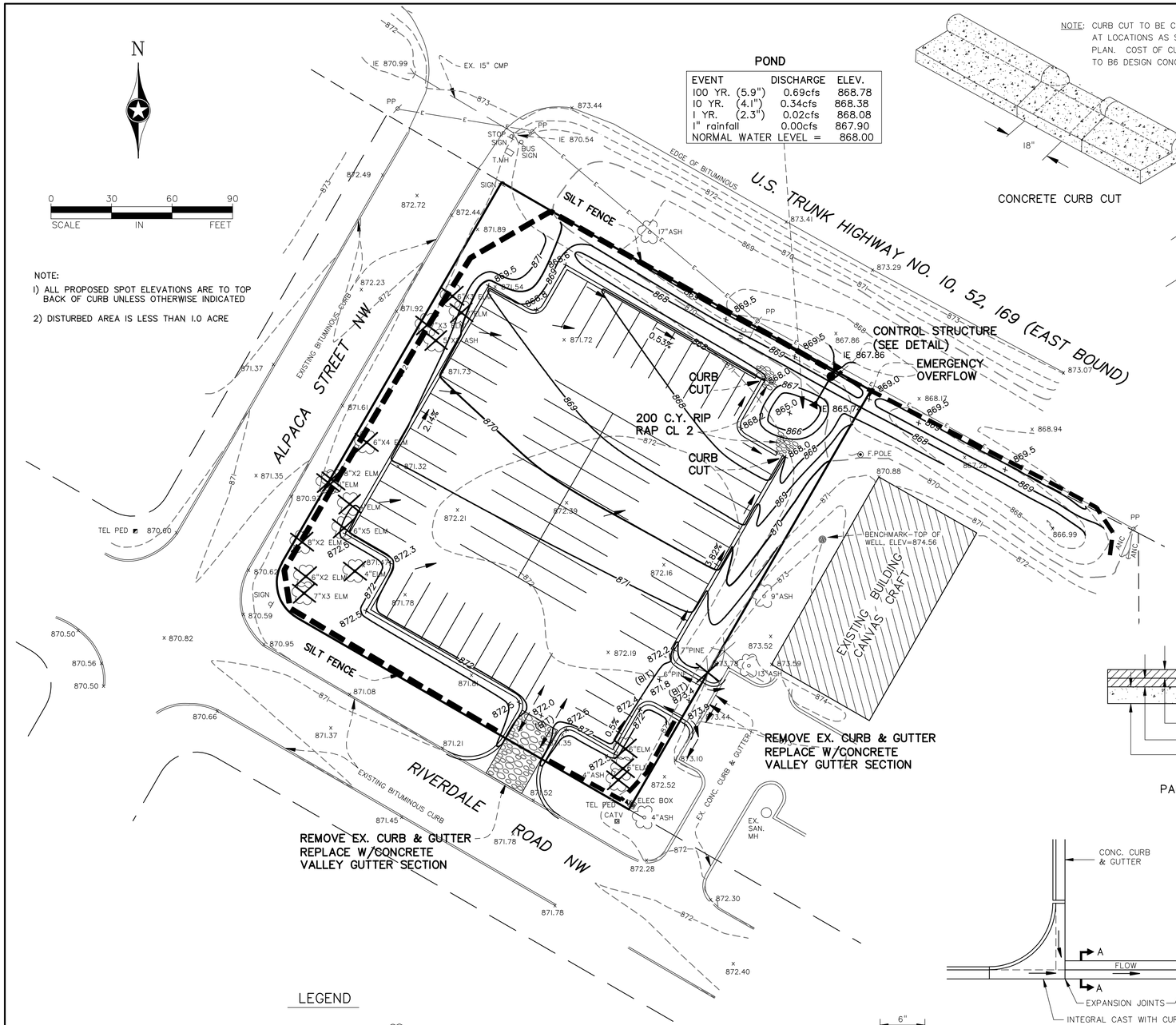
Oliver Surveying & Engineering, Inc.
Land Surveying • Civil Engineering • Land Planning
580 Dodge Ave. Elk River, Minnesota 55330
(763) 441-2072 - fax. (763) 441-5665
www.oliver-se.com

LAKE REGION R.V.'S
RAMSEY, MN

PREPARED FOR:
EBERT CONSTRUCTION

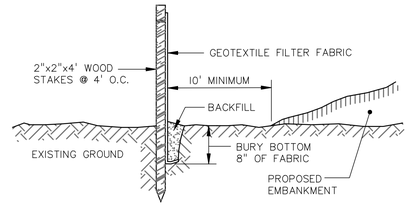
FINAL GRADING PLAN

SHEET NO. 1 OF 2



NOTE: CURB CUT TO BE CONSTRUCTED AT LOCATIONS AS SHOWN ON SITE PLAN. COST OF CUT TO BE INCIDENTAL TO B6 DESIGN CONCRETE CURB AND GUTTER.

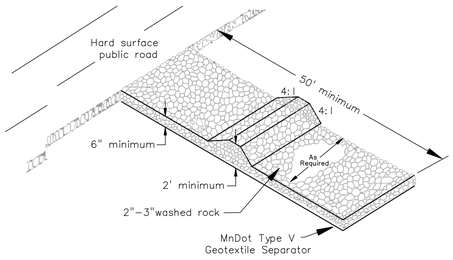
CONCRETE CURB CUT



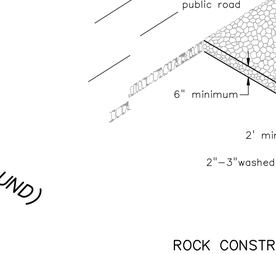
SILT FENCE-PREASSEMBLED

(TO BE PLACED AS DIRECTED BY THE ENGINEER)

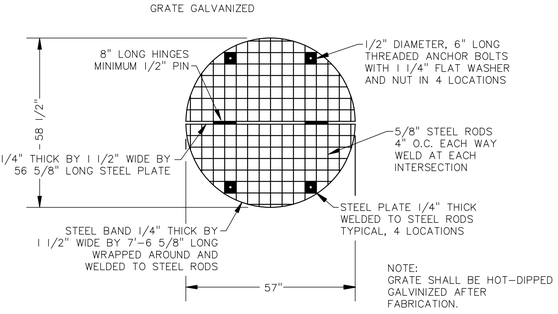
EROSION CONTROL SILT FENCE



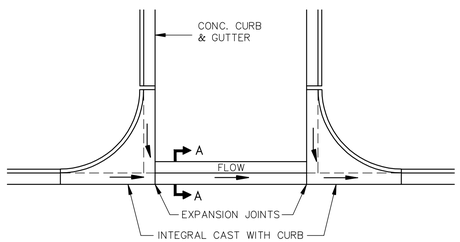
ROCK CONSTRUCTION ENTRANCE



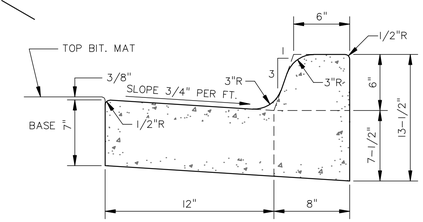
PARKING LOT SECTION



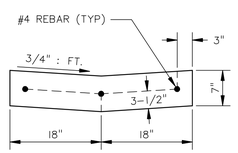
TOP VIEW



PLAN



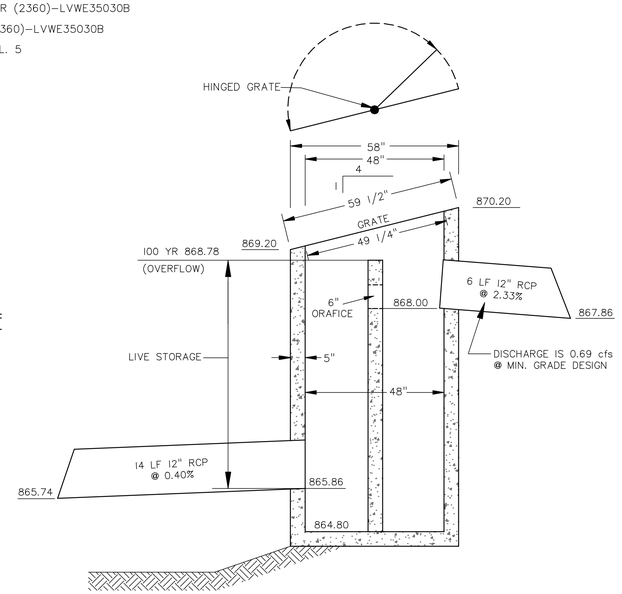
STANDARD GUTTER



SECTION A-A

"B" TYPE CONCRETE CURB & GUTTER

CONCRETE VALLEY GUTTER



OUTLET CONTROL SKIMMER STRUCTURE

NO SCALE

LEGEND

SIGN	DENOTES EXISTING SIGN
Well W	DENOTES EXISTING WELL
TEL PED	DENOTES EXISTING TELEPHONE PEDISTALL
PP	DENOTES EXISTING POWER POLE
ANC	DENOTES EXISTING GUY WIRE
F.POLE	DENOTES EXISTING FLAG POLE
ELEC BOX	DENOTES EXISTING ELECTRIC TRANSFORMER BOX
CATV	DENOTES EXISTING CABLE TV BOX
EX. SAN. MH	DENOTES EXISTING SANITARY MANHOLE
4"ASH	DENOTES EXISTING TREE
4"ASH	DENOTES EXISTING TREE TO BE REMOVED
E E	DENOTES EXISTING OVERHEAD ELECTRIC LINE
872	DENOTES EXISTING CONTOUR
872	DENOTES PROPOSED CONTOUR
x 867.3	DENOTES EXISTING SPOT ELEVATION
x 876.3	DENOTES PROPOSED SPOT ELEVATION
	DENOTES SILT FENCE
	DENOTES DIRECTION OF SURFACE DRAINAGE

REV NO.	DATE	DESCRIPTION

DATE: 9/4/2012
DESIGN BY: RDA
DRAWN BY: BJC
CHECKED BY: RDA
DWG: 7857-10FGRD
TEXT:
FILE NO.: 7857.10-03

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: Ross D. Abel
Ross D. Abel, PE
Lic. No. 16733
Date: 9/12/2012

Oliver Surveying & Engineering, Inc.
Land Surveying · Civil Engineering · Land Planning
580 Dodge Ave. Elk River, Minnesota 55330
(763) 441-2072 - fax. (763) 441-5665
www.oliver-se.com

LAKE REGION R.V.s

RAMSEY, MN

PREPARED FOR:

EBERT CONSTRUCTION

FINAL GRADING PLAN

SHEET NO. 2 OF 2

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #_____

A RESOLUTION ADOPTING FINDINGS OF FACT #_____ RELATING TO A REQUEST FROM LAKE REGION RV TO PERMIT MOTOR VEHICLE SALES IN THE B-2 HIGHWAY BUSINESS DISTRICT AT THE PROPERTIES LOCATED AT 7815 RIVERDALE DR NW.

WHEREAS, Lake Region RV, hereinafter referred to as the "APPLICANT," has properly applied for a Conditional Use Permit to permit motor vehicle sales in the B-2 Highway Business District on the properties generally known as 7815 Riverdale DR NW and legally described as follows:

LOTS 1 & 2 BLOCK 3 ALPACA ESTATES, Anoka County, Minnesota, subject to easement of record.

("Subject Property")

NOW THEREFORE, BE IT RESOLVED BY THIS CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA that the findings of fact relating to the request are determined to be as follows:

1. That the **APPLICANT** appeared before the Planning Commission for a public hearing pursuant to Section 117-51 of the Ramsey City Code on October 4, 2012, and that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

2. That the Subject Property is zoned B-2 Highway Business District. Properties to the east, west and south of the Subject Property are also zoned B-2 Highway Business District and the properties north are separated by Highway 10.

3. That the Subject Property is approximately 2.65 acres in size (total).

4. That motor vehicle, implement, and recreation equipment sales and service is identified in City Code as a conditional use in the B-2 Highway Business District.

5. That prior to being identified as a conditional use, motor vehicle, implement, and recreation equipment sales and service were a permitted uses in the B-2 Business District.

6. That on September 4, 2012 the **APPLICANT** submitted an application requesting conditional use permit to permit motor vehicle sales on the Subject Property.

7. That the **APPLICANT** is also requesting to construct a parking and display surface consisting of asphalt with concrete curb and gutter, consistent with City Code requirements.

8. That the **APPLICANT** must comply with the minimum commercial off-street parking requirements as outlined in City Code Section 117-356 (Commercial off-street parking). The required spaces are calculated by a combination of: one (1) stall for each fulltime employee, three (3) stalls for each enclosed bay, and one (1) stall for each ten (10) motor vehicles displayed on the Subject Property.

9. That the **APPLICANT** shall submit grading, drainage and surfacing plans to the City for review and approval prior to commencement of site improvements. The **APPLICANT** shall ensure that surface water shall not directly discharge into the public right-of-way.

10. That the **APPLICANT** is responsible for obtaining all applicable permits prior to commencement of site improvements, including but not necessarily limited to, Lower Rum River Watershed Management Organization (LRRWMO) and National Pollutant Discharge Elimination System (NPDES) permits.

11. That the proposed use will not be unduly dangerous or otherwise detrimental to persons residing or working in the vicinity of the use or to the public welfare.

12. That the proposed use will not substantially adversely impair the use, enjoyment, or market value of any surrounding property.

13. That the proposed use will not be hazardous or disturbing to existing neighboring uses.

14. That the proposed use will be served adequately by public facilities and services such as highways and streets.

15. That the proposed use will not create excessive additional requirements at public cost for public facilities and services

16. That the proposed use will not be detrimental to the economic welfare of the community.

17. That the proposed use will not involve activities and uses that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke fumes, glare or odors.

The motion for the 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 23rd day of October, 2012.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-___

A RESOLUTION APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT TO PERMIT MOTOR VEHICHLE SALES IN THE B-2 HIGHWAY BUSINESS DISTRICT AND DECLARING TERMS OF SAME:

WHEREAS, Lake Region RV, hereinafter referred to as the "PERMITTEE" has properly applied for a Conditional Use Permit to permit motor vehicle sales in the B-2 Highway Business District on the properties generally known as 7815 Riverdale DR NW and legally described as follows:

LOTS 1 & 2 BLOCK 3 ALPACA ESTATES, Anoka County, Minnesota, subject to easement of record.

("Subject Property")

WHEREAS, the Planning Commission met on October 4, 2012, conducted the public hearing and recommended City Council approval of the request.

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

1. That based on Findings of Fact #_____, a Conditional Use Permit ("Permit") to permit motor vehicle sales is hereby granted to the **PERMITTEE**.

2. That this Permit specifically allows for the motor vehicle, implement, and recreation equipment sales and service on the Subject Property, based on the site plan prepared by Oliver Surveying and Engineering, Inc. dated September 4, 2012. Said plans shall not be attached to this Permit, but shall be kept in City files.

3. That the **PERMITTEE** must comply with the commercial off-street parking requirements as outlined in City Code Section 117-356. The required spaces are calculated by a combination of: one (1) stall for each fulltime employee, three (3) stalls for each enclosed bay, and one (1) stall for each ten (10) motor vehicles displayed on the Subject Property.

4. That the **PERMITTEE** must comply with public nuisance ordinance requirements related to inoperable vehicles and other public nuisances as outline in City Code Chapter 30 on the Subject Property.

5. That the **PERMITTEE** acknowledges that they must submit grading, drainage and surfacing plans to the City for review and approval prior to commencement of site improvements.

6. That the **PERMITTEE** is responsible for obtaining all applicable permits prior to commencement of site improvements, including but not necessarily limited to Lower Rum River Watershed Management Organization (LRRWMO) and National Pollutant Discharge Elimination System (NPDES) permits.

7. That this Permit shall be perpetual in duration as long as the terms are herein complied with.

8. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit.

9. That the City Administrator, or his/her designee, shall have the right to inspect the Subject Property for compliance and safety purposes annually or at any time, upon reasonable request.

10. That this Permit shall automatically expire if the use is not initiated by October 23, 2013 and approval of grading, drainage and surfacing plans constitute initiation.

The motion for the 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 23rd day of October, 2012.

PERMITTEE

Lake Region RV's, Inc., hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By:_____ Its:_____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, _____, before me, a Notary Public, personally appeared Dale Borstad, the President of Lake Region RV's, Inc., a Business Corporation (Domestic) under the laws of Minnesota, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

PROPERTY OWNER: LOT 1, BLOCK 3, ALPACA ESTATES

Parent Profession Properties, LLC, hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By: _____ Its: _____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, _____, before me, a Notary Public, personally appeared _____, the _____ of Parent Professional Properties, LLC, a Limited Liability Company (Domestic) under the laws of Minnesota, on behalf of the Corporation, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

PROPERTY OWNER: LOT 2, BLOCK 3, ALPACA ESTATES

Colonial Property Management, LLC, hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By: _____ Its: _____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, _____, before me, a Notary Public, personally appeared _____, the _____ of Colonial Property Management, LLC, a Limited Liability Corporation (Domestic) under the laws of Minnesota, on behalf of the Corporation, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

CITY OF RAMSEY

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, _____, before me a Notary Public personally appeared Bob Ramsey and Jo Ann M. Thieling, to me personally known, who, being each by me duly sworn, did say that they are respectively the Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and said Bob Ramsey and Jo Ann M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
The City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

This document reviewed by:
Randall & Goodrich
2140 Fourth Avenue
Anoka, MN 55303

September 28, 2012

DSB Ventures, LLC
Attn: Dale S. Borstad, President
9421 Highway 10 NW
Ramsey, MN 55303

Re: Conditional Use Permit Request, Lake Region RV

Dear Mr. Borstad:

The City of Ramsey has received your application for a Conditional Use Permit and accompanying site plan to construct a parking lot expansion of approximately one (1) acre to be used in conjunction with adjacent building to operate a Motor Vehicles Sales Lot. Staff would recommend approval of the request contingent upon the following:

- Required amendments as outlined in the attached Staff Review File dated September 28, 2012
- Successful issuance of a Lower Rum River Watershed Management Organization (LRRWMO) Permit, Mn/DOT Right-of-Way and/or Drainage Permit (if necessary), or any other required agency permit
- Consent from Colonial Property Management, LLC

Please note: this is only a recommendation that is subject to review by the Planning Commission and approval by the City Council.

Copies of the review file and staff report are attached for your review. The Planning Commission will review the request on Thursday, October 4th at 7:00 p.m. in the Council Chambers. You, or a representative of the development, are highly encouraged to attend this meeting. Please contact me at your earliest convenience prior to the meeting to verify if you will be attending. Please let me know if you have any questions or concerns. I can be reached at 763-576-4308 or by email at tgladhill@ci.ramsey.mn.us.

Sincerely,

CITY OF RAMSEY

Tim Gladhill
Development Services Manager

CC: Matthew J. Frank, Parent Professional Properties
Greg Ebert, Ebert Construction

Enclosures

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CITY OF RAMSEY PLANNING DIVISION
REVIEW FILE

DATE	9/28/12	**PROJECT ADDRESS**	7815 RIVERDALE DR NW
PROJECT. TITLE	LAKE REGION RV		
REVIEW FILE #			
APPLICANT:	DSB VENTURES, LLC		
PRIMARY REVIEWER:	TIM GLADHILL– DEVELOPMENT SERVICES MANAGER PHONE: 763-576-4308 FAX: 763-433-9848 E-MAIL: TGLADHILL@CI.RAMSEY.MN.US		

We are in receipt of the proposed site plan for the Lake Region RV Conditional Use Permit request. The submittal consists of Sheets 1 and 2 dated September 4, 2012, prepared by Oliver Surveying and Engineering, Inc.

(the "Plans")

We offer the following comments regarding your site plan and plat submittal:

Planning and Zoning
Reviewer: Tim Gladhill, Development Services Manager
tgladhill@ci.ramsey.mn.us
763-576-4308

General: The proposal contains two (2) components. You are requesting to use Lot 2, Block 2, ALPACA ESTATES for Motor Vehicle Sales. Motor Vehicle Sales and Repair is a Conditional Use in the B-2 Highway Business District.

Zoning: The site is currently zoned B-2 Highway Business District. This area is intended to provide for and limit the establishment of motor vehicle oriented or dependent convenience type, high intensity commercial and service activities characteristically located along major traffic carriers. Motor vehicle, implement, and recreation equipment sales and service is a conditional use in this district.

Easements. Easements shall be required based on the final Stormwater design, as reviewed by the City Engineer.

Conditional Use Permit. The developer shall be required to enter into an agreement with the City in the form of a Conditional Use Permit. Said Permit shall be filed against the Property with the Anoka County Recorder. A draft is enclosed with this packet. Any entity with encumbrances against the Property, such as a mortgage, shall provide written consent to the Agreement.

Setbacks: The B-2 Highway Business District requires setbacks for parking, paving, and maneuvering areas of twenty (20) feet.

Off-Street Parking - Spaces Required: There shall be at least one (1) parking space for each ten (10) units displayed on the Property.

Signs: Please note that all signs for the proposed building must be approved through a separate sign permit process. Sign regulations can be found in City Code Chapter 117, Article II, Division 8. The developer is encouraged to review these sign regulations early in the process to avoid any unnecessary delays due to potential needs for special permits. Staff has received a photo of a potential, similar sign proposed to be used. Please provide dimensions of the sign for review. Ground signs are reviewed on the following:

- Maximum of 100 square feet per face (200 square feet aggregate)
- Maximum of 25 feet tall
- Dynamic Display is limited to 35% of the sign face
- The City has the flexibility to increase these maximums through the issuance of a Conditional use Permit

Landscape Review
Reviewer: Chris Anderson, Associate Planner/Environmental Coordinator
canderson@ci.ramsey.mn.us
763-433-9905

Landscaping: The only improvements proposed are additional parking stalls and therefore, the required landscaping is determined based only on the parking lot landscaping standards. In the B-2 District, for every ten (10) parking stalls, one (1) tree is required. The site plan indicates a total of sixty-six (66) parking stalls and includes twelve (12) new deciduous overstory trees. The following additional comments are offered regarding the Landscaping and Tree Preservation Plans:

- The following should be added to the notes section on sheet 1: Topsoil, whether imported or amending the existing topsoil, must meet or exceed Mn/DOT's Premium Topsoil specification (3877.3). The City has a list of 'pre-certified' suppliers that have submitted test results verifying the material meets this specification. If you opt to use an alternative supplier, or if amending onsite topsoil, documentation must be supplied to the City verifying that the material meets Mn/DOT's Premium Topsoil Borrow specification. A copy of the load tickets will also be required to pass the topsoil inspection.
- Any disturbed areas of right-of-way shall be restored to Mn/DOT(if along Highway 10) or City (along Alpaca St and Riverdale Dr) standards, whichever may be applicable.
- The Autumn Blaze maple shown at the intersection of Alpaca St and Riverdale Dr should be located closer to the corner of the parking area to provide as much unobstructed view of the intersection as possible.
- All parking lot landscaping areas shall include an in-ground irrigation system equipped with rain sensors and a backflow preventer.
- Planting detail shall be amended to include the following:
    - Planting depth shall be such that the first set of primary roots is at final grade.
    - Remove twine, wiring, ropes and burlap from top and sides of root ball.
    - At time of planting, only prune out dead or damaged branches. All necessary pruning cuts shall be made just outside of branch collar area.
    - Remove all tags and labels.
    - Wood chip mulch shall not be piled against the trunk of trees.
- A two (2) year maintenance guarantee is required on all landscaping after initial acceptance by the City. Please add this to the notes section of the sheets.

Tree Preservation: The site does have a few scattered trees, but the tree cover consists primarily of green ash and Siberian elm, neither species is desirable, the former due to concerns with emerald ash borer and the latter is an invasive species that warrants removal. Therefore, a tree preservation plan is not needed for this project.

Civil Engineering Review
Reviewer: Leonard Linton
llinton@ci.ramsey.mn.us

Grading and Drainage: The following comments are offered regarding the September 4, 2012 Grading and Utility Plans:

- The B612 concrete curb detail should be amended to include base material extending to 1' beyond the back of curb. The pedestrian ramp details have recently been modified at the state level. The plans must be revised to include the most recent MN/DOT approved details and design.
- Spot elevations must be called out as gutter or top of curb.
- The developer will be responsible for replacing any sidewalk or streetscape along Sunwood Drive that is damaged by construction of the building.
- A pedestrian detour plan must be submitted showing the pedestrian route along Sunwood Drive during construction of the building.

The project will require a permit from the Lower Rum River Water Management Organization (LRRWMO). Please copy the City on the submittal. The application deadline is the first Thursday of the month for the meeting on the third Thursday of the month. The LRRWMO requirements include infiltration of 1 inch of runoff from the site. Infiltration practices must be incorporated into the plans to meet this requirement. Please submit calculations routing the site runoff to the infiltration basin for the 1" 10 year and 100 year storms.

The following notes should be added or amended on the plan set:

- The contractor should have a sweeper on site or available within 3 hours. All material tracked onto City streets must be removed immediately upon discovery, or as directed by the City Engineer.
- Installation of silt fence and other down gradient sediment protection measures shall be completed and inspected prior to commencement of any site activities.

A maintenance agreement for the underground stormwater treatment system must be submitted.

Street and Building Access: One additional access point is being proposed for Lot 1, Block 3, ALPACA ESTATES. The access plan appears to be adequate.

Permits: The applicant is responsible to secure all required permits for this project; including but not limited to an MPCA NPDES construction permit, a Lower Rum River Watershed Organization permit, and Anoka County and MnDOT right-of-way permits. Additionally, the contractor performing the work will be required to obtain a City license and right-of-way permit.

Lighting: The City has not received a lighting plan for review. City standards require that the luminaire (light source) must not be visible from beyond the property line. Any lighting used to illuminate an off-street parking area, sign, or structure shall be arranged to deflect away from rights-of-way and adjacent properties.

REU Number: This property will be subject to a storm water utility charge based upon the amount of impervious surface on the site. The quarterly charge is dependent upon the number of Residential Equivalent Units (REU) calculated for this property. The site is proposed as 65.5% impervious. This leads to an REU of (1.36 x 3.31) 4.508 and a quarterly stormwater fee of $172.21.

GENERAL INFORMATION

Additional Review. Due to its location, the request has been forwarded to Mn/DOT for review and comment.

Next Steps. *Following review by the Planning Commission, the request will be forwarded to the City Council for final action. The City Council is tentatively scheduled to review the request at their October 23, 2012 meeting. Staff will follow up in writing at that time.*

All comments contained within this letter shall be included in the final set of plans submitted with the appropriate permits. The Applicant shall be responsible for all required permits including, but not limited to, the MPCA NPDES Permit and Lower Rum River Water Management Organization (LRRWMO) Permits.

6.01: Public Hearing: Request for a Conditional Use Permit for Motor Vehicle, Implement, and Recreation Equipment Sales and Service at 7815 Riverdale Drive NW: Case of DSB Ventures, LLC

Public Hearing

Chairperson Levine called the public hearing to order at 7:05 p.m.

Presentation

Senior Planner Gladhill presented the staff report. He indicated the City has received a conditional use permit (CUP) application from DSB Ventures, LLC, to allow motor vehicle, implement, and recreation equipment sales and service for Lake Region RV's, Inc. at 7815 Riverdale Drive NW. The subject property consists of two (2) separate parcels totaling 2.65 acres and the building is currently occupied by Canvas Craft. The site has not been used for motor vehicle sales and service. He explained the City has spoken with the applicant about the closure of Alpaca Street. Staff recommends approval of the CUP request.

Citizen Input

Motion by Commissioner Bauer, seconded by Commissioner Field, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Field, Brauer, and Van Scoy. Voting No: None. Absent: Commissioner Perez and Schiller.

Chairperson Levine closed the public hearing closed at 7:09 p.m.

Commission Business

Motion by Commissioner Bauer, seconded by Commissioner Van Scoy, to recommend that City Council adopt a Resolution approving Findings of Fact relating to the request for a Conditional Use Permit.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Van Scoy, Brauer, Field, and. Voting No: None. Absent: Commissioner Perez and Schiller.

Motion by Commissioner Brauer, seconded by Commissioner Van Scoy, to recommend that City Council approve the request for a Conditional Use Permit for Motor Vehicle, Implement, and Recreation Equipment Sales and Service at the Subject Property, contingent upon compliance with the Staff Review Letter dated September 28, 2012.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Brauer, Van Scoy, Bauer, and Field. Voting No: None. Absent: Commissioner Perez and Schiller.

DRAFT

CC Regular Session **4. 13.**

Meeting Date: 10/23/2012

By: Jo Thieling, Administrative Services

Information

Title:

Adopt Resolution #12-10-XXX Proclaiming November Homelessness Awareness Month

Background:

Council is asked to adopt a resolution proclaiming November Homelessness Awareness Month. The resolution is attached. Earlier in the meeting, under presentation, Mayor Ramsey will read and present the proclamation. Also attached to this consent item are some facts on homelessness in Anoka County.

Council Action:

Motion to adopt Resolution #12-10-XXX Proclaiming November Homelessness Awareness Month.

Attachments

Homelss Stats for Anoka County and Program Info

Homelessness Awareness Res

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:37 AM
Form Started By: Jo Thieling		Started On: 10/16/2012
Final Approval Date: 10/18/2012		

ANOKA COUNTY
HeadingHome ANOKA
A regional initiative to end homelessness

COUNTY OF ANOKA

Office of Community Development

GOVERNMENT CENTER, Suite 700
2100 3rd Avenue • Anoka, Minnesota 55303-5024
(763) 323-5700

September 21, 2012

for 10/23

Kurt Ulrich
City Administrator, City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Dear Kurt Ulrich,

One night in January this year, 1,463 persons in Anoka County were homeless. Of those, 501 were children in families, and 689 were single adults. Persons 25-54 years old accounted for 45% of the homeless population.

Persons who are homeless lack a safe, stable, permanent place to live. Without stable housing, persons often struggle in other areas of basic living, such as mental health, holding a steady job, or looking for a job. Homelessness is a growing trend in Anoka County.

Heading Home Anoka is a local group of community, non-profit, and government agencies working together to end homelessness. Community partnerships, increasing homelessness awareness, and the desire to provide warm, safe housing are important goals for ending homelessness in Anoka County. It is essential that all community members are aware of homelessness and the impact community participation can have on ensuring that everyone has a safe, permanent home.

At the end of October, the Anoka County Board of Commissioners will be proclaiming November as Homelessness Awareness Month. **Our goal is to have each city in Anoka County join the effort to promote public awareness of homelessness and have their city also proclaim November as Homelessness Awareness Month.**

Enclosed is information regarding homelessness in Anoka County, how the community can become involved, and a flyer for the "Creating a Path to Ending Homelessness" project happening in November. Heading Home Anoka is sponsoring a collection of new and gently used shoes and boots for all ages. Shoes are often the number one item that those experiencing homelessness need, and often shoe donations are in short supply. For more information, go to www.AnokaCounty.us/homeless.

Also enclosed is a sample proclamation your city can use in partnering with this important community mission. If your city would like to show its support for November as Homeless Awareness Month, please urge the passing of the proclamation. Please also send an approved copy of the proclamation to me.

If you have any questions or would like additional information, please feel free to contact me at 763-323-5707 or by email at kristina.hayes@co.anoka.mn.us.

Thank you for your commitment to Creating a Path to Ending Homelessness!

Sincerely,

Kristina Hayes
Heading Home Coordinator
Anoka County Community Development
763-323-5707

HeadingHome
ANOKA

A regional initiative to end homelessness

Homeless Persons and Households by Sheltered Status in Anoka County

On January 25, 2012, Anoka County Continuum of Care (CoC) conducted a one-day sheltered[1] and unsheltered[2] count of homeless persons in Anoka County. Together, the counts estimated the total number of people who are homeless in Anoka County to be about 1,463 persons. *Exhibit 1. – Anoka County Homeless Persons and Households by Sheltered Status, 2012 PIT Count* illustrates the breakdown of homeless persons and households by sheltered status. For the following data, the Federal and State homeless definitions are used, and therefore doubled up is included.

Exhibit 1. – Anoka County Homeless Persons and Households by Sheltered Status, 2012 PIT Count

Household Type	Number of Homeless	Percentage of the Total
Total People		
Sheltered	1,410	96.38%
Unsheltered	53	3.6%
Total	**1,463**	**100.0%**
Adults		
Sheltered	639	92.7%
Unsheltered	50	7.3%
Total	**689**	**100.0%**
Persons in Families[3]		
Sheltered	764	99.6%
Unsheltered	3	0.4%
Total	**767**	**100.0%**
Unaccompanied Youth		
Sheltered	7	100.0%
Unsheltered	0	0%
Total	**7**	**100.0%**
Total Households		
Sheltered	827	94.4%
Unsheltered	49	5.6%
Total	**876**	**100.0%**

As shown in *Exhibit 1. – Anoka County Homeless Persons and Households by Sheltered Status, 2012 PIT Count*, sheltered homeless persons account for approximately 96% of the total homeless population, while unsheltered persons were approximately 4%. Included in the "Adults" category are single adults, adult couples with no children, and groups of adults. Unaccompanied youth is defined as youth under

[1] Included for purposes of this report, although it is not officially recognized by HUD homeless definitions but is recognized by the State of Minnesota in its definition of homeless, is doubled up. Doubled up or couch hopping is considered an episode of homelessness if a household is doubled up with another household (and duration is less than one year) or couch hops as a temporary way to avoid living on the streets or an emergency shelter.

[2] Unsheltered is defined as a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

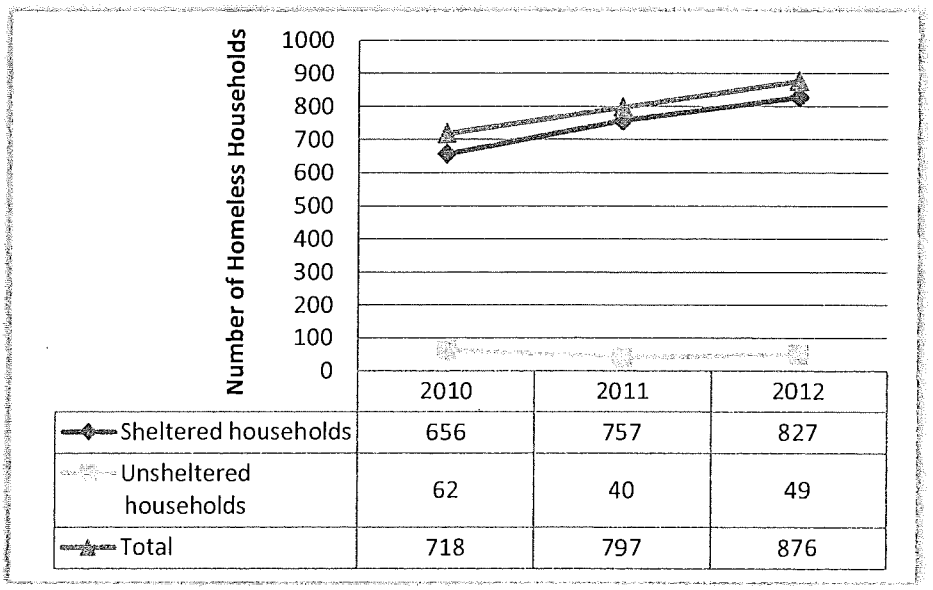
[3] Persons in households with at least one adult AND at least one child 17 or younger (all ages).

age 17 and living on their own. All unaccompanied youth counted during the PIT were sheltered. Overall, the sheltered homeless population far exceeds that of the unsheltered population.

Exhibit 2. – Changes in the PIT Count of Homeless Persons in Anoka County, 2010 to 2012				
	2010 Count	**2011 Count**	**2012 Count**	**Percent Change 2011-2012**
Household Status				
Sheltered	656	757	827	+9.25%
Unsheltered	62	40	49	+22.50%
Total	**718**	**797**	**876**	**+9.9%**
Individual Type				
Singles/adults	535	547	696	+27.2%
Persons in Families	766	914	767	-16.1%
Total	**1301**	**1461**	**1463**	**+0.1%**
Household Type				
Singles/adults[4]	380	415	637	+53.5%
Families[5]	367	408	239	-41.4%
Total	**747**	**823**	**876**	**+6.4%**

As illustrated in *Exhibit 2. – Changes in the PIT Count of Homeless Persons in Anoka County, 2010 to 2012*, the number of Anoka County sheltered homeless household population has increased each year from 2010 to 2012, with an increase of 9.25% in the last year. From 2010 to 2011, there was a decrease in unsheltered homeless households; however, that number increased from 2011 to 2012 by 22.5%. Overall, the total number of homeless households has risen each year with an approximate increase of 10% from 2011 to 2012. This may be due to the new survey and/or counting method and increased ability to identify homeless individuals and households.

Figure 1. Trends in Homeless Households in Anoka County, 2010 to 2012



	2010	2011	2012
Sheltered households	656	757	827
Unsheltered households	62	40	49
Total	718	797	876

[4] Single adults, adult couples, and groups of adults with no children

[5] Households with at least one adult AND at least one child 17 or younger

Shoes Needed!

Donate new or gently used shoes and winter boots!

One night in January this year, 1,463 persons in Anoka County were homeless. Of those, 501 were children in families, and 689 were single adults.

During the month of November, Heading Home Anoka is sponsoring a collection of new and gently used shoes and boots for all ages. Shoes are often the number one item that those experiencing homelessness need, and often shoe donations are in short supply. Donated shoes will be distributed to homeless persons in Anoka County.

"Creating a Path to End Homelessness"

Drop off locations:
Anoka County Government Center
Blaine Human Services Center
All Anoka County Libraries

Visit
www.AnokaCounty.us/homeless
for more information on how
you can help!

HeadingHome
ANOKA

A regional initiative to end homelessness

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-XXX

RESOLUTION PROCLAIMING NOVEMBER HOMELESSNESS AWARENESS MONTH

WHEREAS, the Anoka County Community Continuum of Care, along with the Heading Home committee is sponsoring a unique, countywide education and awareness campaign to held end homelessness in our shared communities. The month of November will mark 'Homeless Awareness Month'; and

WHEREAS, the shoe and winter boot collection, "Creating a Path to Ending Homelessness," provides a unique opportunity for local, creative individuals to join forces with communities across Anoka County in an effort to promote awareness

WHEREAS, the Anoka County Community Continuum of Care and the Heading Home Anoka committees play a vital role in bringing together the community and establishing needed partnerships to support preventing and ending homelessness; and

WHEREAS, it is essential that all citizens of the City of Ramsey be aware of the importance of ending homelessness and the impact their participation can have on ensuring that all individuals and families have access to a warm, safe place to call home in our community.

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 Council of the City of Ramsey hereby calls upon all citizens in the City of Ramsey to join the Anoka County Community Continuum of Care and Heading Home Anoka committees in supporting Homelessness Awareness during the month of November.

2) That the month of November is herby proclaimed "Homelessness Awareness Month" in the City of Ramsey.

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 23rd day of October, 2012.

Mayor Bob Ramsey

ATTEST:

City Clerk Jo Ann M. Thieling

CC Regular Session **4. 14.**

Meeting Date: 10/23/2012

By: Jo Thieling, Administrative Services

Information

Title:

Adopt Resolution #12-10-XXX Appointing Election Judges for the General Election on November 6, 2012

Background:

Each Election year, Council is asked to formally appoint Election Judges to work the election. A resolution is attached appointing Election Judges to serve for the General Election.

Council Action:

Motion to adopt Resolution #12-10-XXX Appointing Election Judges for the General Election on November 6, 2012.

Attachments

Res Appointing Election Judges for General

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:41 AM
	Form Started By: Jo Thieling	Started On: 10/16/2012
	Final Approval Date: 10/18/2012	

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-XXX

RESOLUTION APPOINTING ELECTION JUDGES FOR THE GENERAL ELECTION ON NOVEMBER 6, 2012

WHEREAS, the City of Ramsey will be conducting a General Election on November 6, 2012; and

WHEREAS, pursuant to Minnesota Statutes Section 204B.21, election judges for precincts in a municipality must be appointed by the governing body of that municipality; and

WHEREAS, the hourly rate of pay will be $8.50 for election judge trainees, $9.00 for regular election judges and $9.50 for chairs.

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

1) That the following individuals be appointed to serve as election judges for the Primary Election to be held on August 14, 2012:

Pat McGrath, Joyce Cich, Karin Anderson, Carol Fedora-Myrick, Judy Felton, Deb Koepsell, Roger McCulley, Gerri Wicht, Nancy Giddings, Mickey Adams, Bridget Arnold, Jeanne Engelsmeier, Sharon Mendenhall, Jan Cameron, Del Howe, Bruce Johnson, Donald Luebeck, Mary Meyer, Donella Petro, Karen Henke, Kate Woodfill, Trish Bates, Marilyn (Jean) Brown-Hauan, Julie Horn, Peggy Howe, Ramona Smith, LaVonne Suckow, Christine Helget, Jerilyn Bates, Sherry Dowd, Madeline (Kay) McCulley, Roland Ring-Jarvi, J. Todd Embury, Matthew Arnold, Chuck Dowd, Kevin Efram, James Lahr, Beverly Manns, Derek Scheuermann, Marlene Kroll, Barbara Tokar, Paula Chicoine, Marie (Lena) Johnson, Michele Larkin, Martha Schwartz, Sandy Conlon, Brandee Miller, Darlene Croteau, Lynn Larson, and Al Resler, Heidi Corbin, Jan Fousek, Colleen Graber, Sheila Lemke, Eileen Mevissen, Judith Olson, Bernard Wiklund, Fandoalo Amegandji, Tim Graber, Deborah Meyer, Patricia Dusbabek, Diane Kokesh, David May, Jill Winger, Erin Fluegel, Joyce Prior, Carol Rachel, Ida Marie Fetterer, Kathy Woods, Jack Jones, Stephen Rothstein, Erica Sitz, Donna Thoe, Bob Anderson, Christine Bell, Nancy Bendtsen, Carol Rudy, Becky Smith and Christopher Wojtowicz.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember , 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 23rd day of October, 2012.

Mayor

ATTEST:

City Clerk

CC Regular Session **4. 15.**

Meeting Date: 10/23/2012

By: Colleen Lasher, Administrative Services

Information

Title:

Report from the Personnel Committee - Meeting Date: October 9, 2012.

Background:

Case 1: Consider a Resolution Ending the Probation Period of the Management Analyst

Notification:

Observations:

Recommendation:

Case 1: The Personnel Committee recommended approval of resolution #12-10-XXX, to authorize staff to remove Mr. Patrick Brama from probation as of November 9, 2012 and retain him as a regular full-time Management Analyst.

Funding Source:

Case 1: There is no funding required for this action.

Council Action:

Case 1: Motion to approve resolution # 12-10-XXX, confirming the recommendation of the Personnel Committee, to remove Mr. Patrick Brama from probation as of November 9, 2012 and retain him as a regular full-time Management Analyst.

Attachments

PC Packet of 10-09-12

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:42 AM
Form Started By: Colleen Lasher		Started On: 10/18/2012
Final Approval Date: 10/18/2012		

City of Ramsey
Agenda
Personnel Committee
Tuesday October 9, 2012
5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

1. **Call to Order**

2. **Citizen Input**

3. **Approve Agenda**

4. **Committee Business**

1. Consider a Resolution Ending the Probation Period of the Management Analyst

5. **Adjournment**

Personnel Committee **4. 1.**

Meeting Date: 10/09/2012

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution Ending the Probation Period of the Management Analyst

Background:

On April 24, 2011 the City Council authorized the hiring of Patrick Brama as the city's Management Analyst. Mr. Brama began working as the Management Analyst on May 9, 2012 and was subject to a 6-month probation. Mr. Brama will have successfully completed the required 6-month probation as of November 9, 2012 and the City Administrator recommends retaining him as the city's regular full-time Management Analyst.

Notification:

Observations:

Recommendation:

To approve resolution 12-10-XXX which, upon City Council approval, removes Mr. Patrick Brama probation as of November 9, 2012 and retains him as the regular full-time Management Analyst.

Funding Source:

There is no additional funding required for this action.

Council Action:

Motion to approve resolution 12-10-XXX which confirms the recommendation of the Personnel Committee to remove Mr. Patrick Brama from probation as of November 9, 2012 and retain him as a regular full-time Management Analyst.

Attachments

Resolution

Form Review

Inbox	Reviewed By	Date
Colleen Lasher (Originator)	Colleen Lasher	10/03/2012 01:23 PM
Form Started By: Colleen Lasher		Started On: 10/03/2012

Final Approval Date: 10/03/2012

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #

RESOLUTION ENDING THE PROBATIONARY PERIOD FOR THE MANAGEMENT ANALYST

WHEREAS, Mr. Patrick Brama was began working as the Management Analyst on May 9, 2011 and was subject to a six-month probationary period; and

WHEREAS, Mr. Brama has successfully completed the required six-month probationary period; and

WHEREAS, staff recommends removing Mr. Brama from probation effective November 9, 2012, and retaining him as the regular full-time Management Analyst.

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

Motion to approve resolution 12-10-XXX confirming the recommendation of the Personnel Committee to end the probationary period for Patrick Brama, effective November 9, 2012 and retain him as the regular full-time Management Analyst.

The motion for the 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 23rd day of October, 2012.

CC Regular Session **6. 1.**

Meeting Date: 10/23/2012

By: Chris Anderson, Community Development

Information

Title:

PUBLIC HEARING (continued): Consider Extension or Revocation of a Conditional Use Permit for Motor Vehicle Sales at 8175 Riverdale Dr NW; Case of Quality RV

Background:

On December 13, 2011, the City Council approved a conditional use permit (the "Permit") for motor vehicle sales in the B-2 Business District for Quality RV (the "Permittee"). The Permit granted several deviations from City Code including the temporary use of an unimproved surface for display of inventory and allowing class V gravel rather than pavement and curb and gutter. The Permit stated that both the temporary use of the unimproved surface and the installation of class V gravel shall be completed no later than June 30, 2012 and that grading and drainage plans must be submitted and approved by June 30, 2012 to initiate the Permit. When it became apparent that the required improvements were not going to be completed by June 30, 2012, a case was brought forward to City Council to discuss various options to address this matter. At the July 10, 2012 meeting, City Council granted a sixty (60) day extension (end date of September 8) to provide additional time for the required site improvements to be completed. To date, the improvements have not been completed or initiated; however, during the week of October 1, 2012, the Permittee submitted grading, drainage and surfacing plans to the City as well as to the WMO for consideration of the required improvements.

Notification:

City Code does not outline any specific procedural process for notification when considering the possible revocation of a conditional use permit. Notices of the the public hearing were sent by certified mail to both the Permittee and the Property Owner.

Observations:

The Permit allowed for the temporary use of an unimproved surface for parking and display of merchandise. This provision was granted to accommodate the Permittee relocating to the Subject Property during the winter, during which time surfacing work could not be completed. The Permit also allowed the Permittee to utilize class V gravel instead of pavement and curb and gutter. This provision was approved due to the impacts to the Subject Property from the potential Highway 10/Armstrong Blvd interchange project. The Permit allowed for the use of the unimproved surface until June 30, 2012 and required the installation of the class V gravel by June 30, 2012 as well. Although the Permittee was comfortable with the June 30, 2012 deadline (as well as the sixty [60] day extension time frame), the improvements have not yet been completed and thus, they are in violation of the terms of the Permit.

It is noted that under lawful, non-conforming status of the original use, the Applicant could reduce inventory to only that which could be accommodated on the existing paved surface, and not need the issuance of a Conditional Use Permit.

There are two options that could be considered to address this matter:

- Consider a second extension to allow the Permittee to complete the required improvements; or
- Revoke the Permit for violating the terms of the Permit.

Part of the reason the Permit was required initially was due to the fact that the Permittee was going to be expanding a lawful, non-conforming use on the Subject Property. After learning of the potential interchange project, the Permittee also sought approval for utilizing an alternative surface (class V gravel). It should be noted that the use (motor vehicle sales) could continue on the site without a conditional use permit as long as it was restricted to the

boundaries of the existing pavement (it would be considered lawful non-conforming). It should also be noted that another term of the Permit requires the surface of the parking/display area be upgraded to current zoning standards by June 30, 2016 if the interchange project has not been initiated or upon written notification from the City that the project will not be initiated.

The Permittee has submitted drainage and grading plans, prepared by Bogart, Pederson & Associates, Inc and dated October 2, 2012, to the City for consideration. Staff has reviewed those plans and provided feedback to the Permittee outlining two needed revisions. Revised plans have been submitted Staff is in the process of reviewing them. The Permittee has applied for their WMO permit as well and Staff will provide an update to the City Council regarding the status of that application at the meeting.

Recommendation:

The impacts to the Subject Property due to the potential Armstrong Blvd/Highway 10 interchange project have created some financial concern for both the Permittee and the Property Owner relating to the installation of surfacing material. Both have expressed concern in their ability to recoup this significant investment should the interchange project commence in the next several years (2014-2016 time frame had been the consistently stated goal/hope of the City). At the time this request was initially considered by the City, there was still hope that between potential grant opportunities and the State bonding bill, the interchange project could commence sometime between 2014 and 2016. Since that time, though, the City was informed that the grant requests were not awarded and that the project was not included in the bonding bill. Both the Permittee and the Property Owner have been informed that the time frame for the interchange project now is likely to be further into the future than originally anticipated. Nonetheless, both the Permittee and the Property Owner were aware or were made aware of this potential project. The Property Owner met with the County and their consultant in 2010 to discuss the project and the Permittee was informed by City Staff of this potential project prior to their submittal of an application for a conditional use permit.

While the Permittee is presently in violation of the terms of the Permit, they have undertaken the necessary steps to complete the required improvements. They have renegotiated their lease with the Property Owner, they have submitted engineered plans for the required improvements, and have applied for their WMO permit. Upon approval of their plans by City Staff and upon receipt of their WMO permit, the Permittee would be ready to commence the required improvements. Therefore, contingent upon the Permittee obtaining their WMO permit, Staff would recommend that the Permittee be granted an extension until December 31, 2012 to complete the required improvements as specified in the approved Permit.

Funding Source:

The applicant is responsible for costs associated with this case.

Council Action:

Motion to adopt Resolution #12-10-___ adopting Findings of Fact to support continuation of the conditional use permit.

-and-

Motion to confirm the continuation of the conditional use permit, contingent upon receipt of their WMO permit and installation of required improvements by December 31, 2012.

-or-

Motion to adopt Resolution #12-10-___ adopting Findings of Fact to support revocation of the conditional use permit.

-and-

Motion to revoke the conditional use permit for motor vehicle sales on the properties located at 8101, 8151, and 8175 Riverdale Dr NW.

Attachments

Site Location Map

Approved Conditional Use Permit

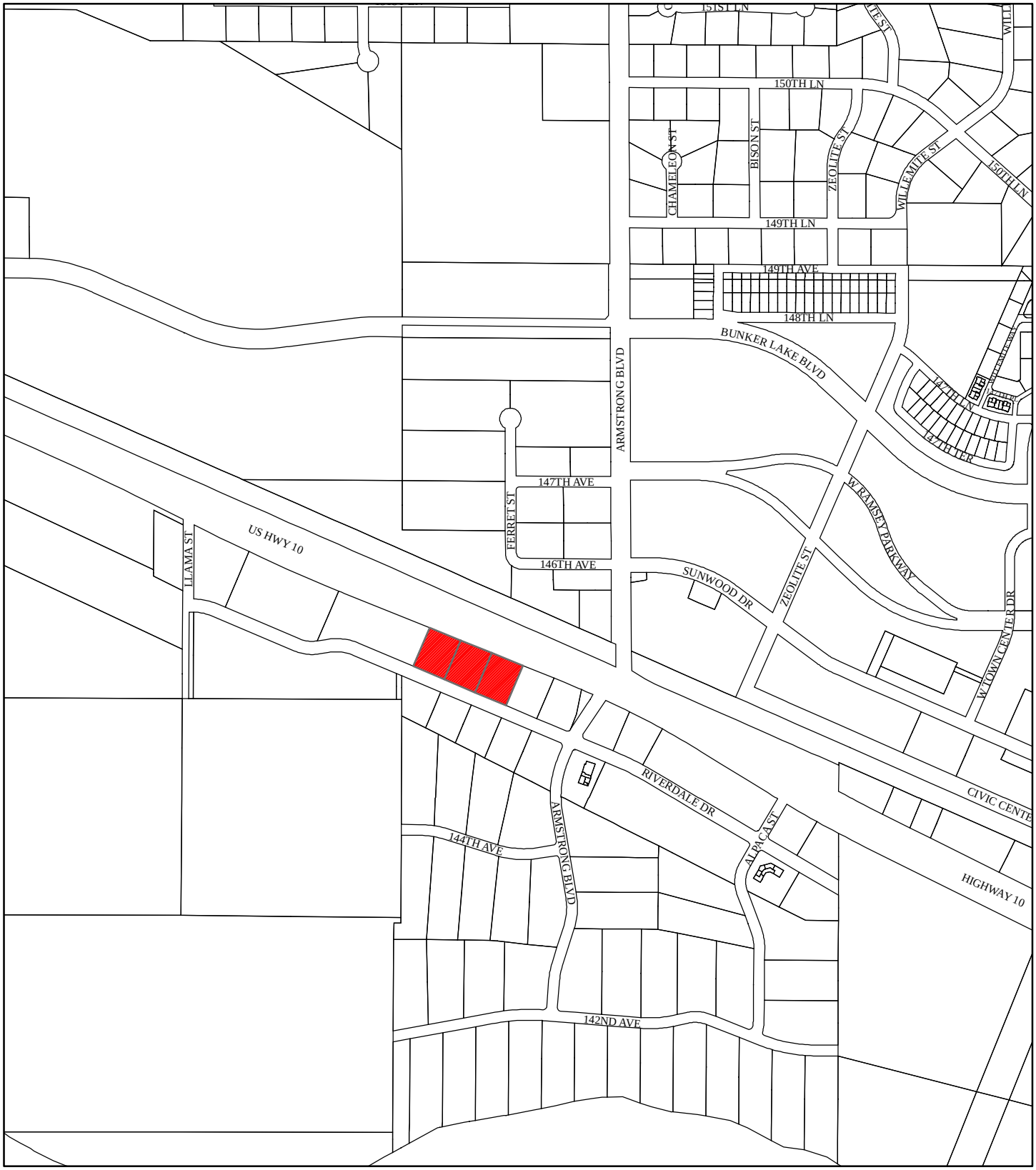
Draft Findings of Fact

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Chris Anderson	10/17/2012 02:07 PM
Chris Anderson (Originator)	Chris Anderson	10/17/2012 02:10 PM
Tim Gladhill	Tim Gladhill	10/18/2012 08:30 AM
Bill Goodrich	Kathy Schmitz	10/18/2012 03:37 PM
Kurt Ulrich	Kurt Ulrich	10/18/2012 04:25 PM

Form Started By: Chris Anderson Started On: 10/15/2012

Final Approval Date: 10/18/2012



City of RAMSEY

Quality RV
8175 Riverdale Drive

Legend

Site

Parcels

N

0 1,050 2,100 Feet

Mayor Ramsey introduced the following resolution and moved for its adoption:

RESOLUTION #11-12-248

A RESOLUTION APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT TO PERMIT MOTOR VEHICLE SALES IN THE B-2 HIGHWAY BUSINESS DISTRICT AND DECLARING TERMS OF SAME:

WHEREAS, Quality RV, hereinafter referred to as the "Permittee" has properly applied for a Conditional Use Permit to permit motor vehicle sales, which is considered an expansion of a lawful, nonconforming use (motor vehicle sales) in the B-2 Highway Business District on the properties generally known as 8101, 8151, and 8175 Riverdale DR NW and legally described as follows:

LOT 4 BLOCK 1 ALPACA ESTATES 4TH ADD, Anoka County, Minnesota, subject to easement of record.

LOT 5 BLOCK 1 ALPACA ESTATES 4TH ADD, Anoka County, Minnesota, subject to easement of record.

LOT 6 BLOCK 1 ALPACA ESTATES 4TH ADD, Anoka County, Minnesota, subject to easement of record.

("Subject Property")

WHEREAS, ABERLE HOLDINGS INC of Minnesota is the fee title owner of the Subject Property.

WHEREAS, the Planning Commission met on December 1, 2011, conducted the public hearing and recommended City Council approval of the request.

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

1. That based on Findings of Fact #0896 a Conditional Use Permit ("Permit") to permit motor vehicle sales is hereby granted to the **Permittee**.

2. That this **Permit** specifically allows for the expansion of display/parking area for the purposes of motor vehicle sales to occur on the **Subject Property** as well as for motor vehicle repairs to occur within the existing enclosed bays.

3. That the **Permittee** shall be allowed to temporarily utilize unimproved surface for the display of motor vehicles in the central and eastern portion of the **Subject Property** until June 30, 2012.

4. That due to the potential transportation improvement impact to the **Subject Property**, the **Permittee** may deviate from the surfacing standards outlined in City Code Section 117-115 and utilize Class V gravel for their display/parking area.

5. That the **Permittee** shall upgrade the surface of parking/display area on the **Subject Property** to comply with City Code Section 117-115 by June 30, 2016 if the transportation improvement has not been initiated or upon written notification by the City that the transportation project will not be initiated, whichever occurs first.

6. That the **Permittee** must comply with the commercial off-street parking requirements as outlined in City Code Section 117-356. The required spaces are calculated by a combination of: one (1) stall for each fulltime employee, three (3) stalls for each enclosed bay, and one (1) stall for each ten (10) motor vehicles displayed on the **Subject Property**.

7. That the **Permittee** acknowledges that they must submit grading, drainage and surfacing plans to the City for review and approval prior to commencement of site improvements.

8. That the **Permittee** is responsible for obtaining all applicable permits prior to commencement of site improvements, including but not necessarily limited to Lower Rum River Watershed Management Organization (LRRWMO) and National Pollutant Discharge Elimination System (NPDES) permits.

9. That storage of parts or inoperable vehicles is not permitted outside on the **Subject Property**.

10. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

11. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Permit**.

12. That the City Administrator, or his/her designee, shall have the right to inspect the **Subject Property** for compliance and safety purposes annually or at any time, upon reasonable request.

13. That this **Permit** shall automatically expire if the use is not initiated by June 30, 2012 and approval of grading, drainage and surfacing plans constitute initiation.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Backous, and upon vote being taken thereon, the following voted in favor thereof:

Mayor Ramsey
Councilmember Backous
Councilmember Elvig
Councilmember McGlone
Councilmember Strommen
Councilmember Tossey
Councilmember Wise

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13th day of December, 2011

Quality RV hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By:_____ Its:_____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, _____, before me, a Notary Public, personally appeared _____, the _____ of Quality RV, an Assumed Name under the laws of Minnesota, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

Aberle Holdings INC Lakeview Development Inc. of Minnesota hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By: _____ Its: _____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, _____, before me, a Notary Public, personally appeared _____, the _____ of Aberle Holdings INC of Minnesota, a Domestic Corporation under the laws of Minnesota, on behalf of the Corporation, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, _____, before me a Notary Public personally appeared Bob Ramsey and Jo Ann M. Thieling, to me personally known, who, being each by me duly sworn, did say that they are respectively the Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and said Bob Ramsey and Jo Ann M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
The City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

This document reviewed by:
Randall & Goodrich
2140 Fourth Avenue
Anoka, MN 55303

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-___

A RESOLUTION ADOPTING FINDINGS OF FACT #____ RELATING TO A CONDITIONAL USE PERMIT FOR MOTOR VEHICLE SALES AT THE PROPERTIES LOCATED AT 8101, 8151, and 8175 RIVERDALE DR NW.

WHEREAS, Quality RV, hereinafter referred to as the "Permittee," properly applied for a Conditional Use Permit (the "Permit") to permit motor vehicle sales in the B-2 Highway Business District on the properties generally known as 8101, 8151, and 8175 Riverdale DR NW and legally described as follows:

LOT 4 BLOCK 1 ALPACA ESTATES 4TH ADD, Anoka County, Minnesota, subject to easement of record.

LOT 5 BLOCK 1 ALPACA ESTATES 4TH ADD, Anoka County, Minnesota, subject to easement of record.

LOT 6 BLOCK 1 ALPACA ESTATES 4TH ADD, Anoka County, Minnesota, subject to easement of record.

("Subject Property")

NOW THEREFORE, BE IT RESOLVED BY THIS CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA that the findings of fact relating to the conditional use permit are determined to be as follows:

1. That the Subject Property is zoned B-2 Highway Business District. Properties to the east, west and south of the Subject Property are also zoned B-2 Highway Business District and the properties north of the Subject Property (across Highway 10 NW) are zoned COR-2 District.

2. That the Subject Property is approximately 3.62 acres in size (total).

3. That motor vehicle, implement, and recreation equipment sales and service is identified in City Code as a conditional use in the B-2 Business District.

4. That prior to being identified as a conditional use, motor vehicle, implement, and recreation equipment sales and service were a permitted uses in the B-2 Business District.

5. That motor vehicle sales were occurring legally on the Subject Property prior to the zoning amendment that reclassified motor vehicle sales from a permitted use to a conditional use and therefore, the use is considered lawful, nonconforming under Minnesota Statute Section 462.357 Subd. 1e and City Code Section 117-57.

6. That an expansion of a lawful, nonconforming use (motor vehicle sales) requires a conditional use permit as outlined in City Code Section 117-115.

7. That on November 2, 2011 the Permittee submitted an application to the City requesting a conditional use permit for motor vehicle sales due to a proposed expansion of the lawful, non-conforming use on the Subject Property.

8. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-51 of the Ramsey City Code on December 1, 2011, and that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

9. That the Permittee requested the temporary use of unimproved surface for the display of motor vehicles in the central and eastern portion of the Subject Property so that inventory could be moved onto the Subject Property over the winter months.

10. That the Permittee stated they would discontinue the use of the unimproved surface for display of vehicles no later than June 30, 2012.

11. That due to the potential Highway 10/Armstrong Blvd interchange project, the Permittee requested to deviate from the surfacing requirements of bituminous or concrete with continuous concrete curb and gutter as required by City Code Section 117-115 and instead use class V gravel for the parking/display area.

12. That the Permittee stated that they agreed to upgrade the surface to comply with the standards of City Code Section 117-115 no later than June 30, 2016 if the transportation project has not been initiated or upon notification from the City that the interchange project will not be initiated, whichever occurs first.

13. That the Permittee acknowledged they must comply with the minimum commercial off-street parking requirements as outlined in City Code Section 117-356 (Commercial off-street parking). The required spaces are calculated by a combination of: one (1) stall for each fulltime employee, three (3) stalls for each enclosed bay, and one (1) stall for each ten (10) motor vehicles displayed on the Subject Property.

14. That on December 13, 2011, the City Council approved a Permit for the Permittee to:
    - Expand motor vehicle sales on the Subject Property; and
    - Temporarily display inventory on an unimproved surface until June 30, 2012; and
    - Submit drainage, grading and surfacing plans (the "Plans") to the City for review before June 30, 2012; and
    - Install class V gravel rather than the required bituminous or concrete surface and curb and gutter by June 30, 2012.

15. That on June 30, 2012, City Staff inspected the Subject Property and verified that inventory was still displayed on an unimproved surface and that the required Plans had not been submitted by the Permittee.

16. That on July 10, 2012, the City Council authorized a sixty (60) day extension for the Permittee to complete the required surfacing improvements.

17. That on August 28, 2012, when it was evident that the required surfacing improvements would not be completed by the end of the sixty (60) day extension period, the City Council directed City Staff to send a notice of violation to the Permittee and owner of the Subject Property (the "Property Owner") and to schedule a public hearing for October 9, 2012 to consider revocation of the Permit.

18. That on September 4, 2012, a notice of violation was sent to the Permittee and Property Owner outlining the terms of the Permit that had been violated and informing both parties that a public hearing would be held on October 9, 2012 to consider revoking the Permit.

19. That on October 2, 2012, the Permittee submitted drainage, grading and surfacing plans, prepared by Bogart, Pederson & Associates and dated October 2, 2012.

20. That on October 2, 2012, the Permittee stated that they will be submitting plans and application to the Lower Rum River Water Management Organization (LRRWMO) for a permit to disturb one (1) acre or more of land.

21. That on October 18, 2012, the LRRWMO reviewed the Permittee's application for a LRRWMO permit.

22.

23.

24.

25.

26.

The motion for the 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 23rd day of October, 2012.

_____
Mayor

ATTEST:

_____

City Clerk

CC Regular Session **7. 1.**

Meeting Date: 10/23/2012

By: Chris Anderson, Community Development

Information

Title:

Consider Selection of Consulting Firm for Analysis of a Full Service, Year-Round Recycling Drop-Off Center and Non-Site Specific Plan Development

Background:

As the City Council is aware, the City was successful with an application for grant funds, which were available through the Recycling Enhancement Grant program offered by Anoka County, to analyze the potential of a full service recycling drop-off center and to develop a non-site specific plan for such a facility. City Staff developed the proposal application based on recent discussions about the curbside recycling contract as well as the potential of collecting used oil, oil filters and antifreeze at the Public Works campus. Should the City ever pursue a recycling drop-off center (for instance, if Ramsey ever shifted from contracted service for curbside collection of recyclables to an open hauling system), having this information will be extremely beneficial. Furthermore, by developing non-site specific plans, it could serve as a template for other municipalities within the county, should they wish to pursue this type of facility.

Staff developed the Request for Proposals (RFP) and distributed it to four (4) well qualified and well respected firms that focus on recycling and solid waste management practices. This included Foth Infrastructure & Environment LLC, Resource Recycling Systems, Inc, Richardson, Richter & Associates Inc, and SAIC. The RFP stated that the work is to be completed through a 'not-to-exceed' contract and the selected firm would be tasked with the following:

A. Meet with City Staff to discuss vision for project (scoping meeting).

B. Assess and recommend minimum property size necessary for a year-round drop-off recycling center.

C. Assess and recommend minimum building requirements including but not necessarily limited to, building size, exterior finish (as it may relate to the respective zoning district), bays, and interior layout (critical to provide space for future materials that may be accepted).

D. Assess and recommend best configuration of site for most efficient traffic flow and maneuverability.

E. Assess and recommend equipment needs for a full service year-round drop of recycling center (e.g. dumpsters, balers, fork lift etc.).

F. Assess and recommend most effective hours of operation as well as days of the week to be open.

G. Assess and recommend acceptable materials for collection.

H. Assess potential quantities of acceptable materials on an annual basis.

I. Assess and provide recommendations on collection method (e.g. co-mingled or separated collection of standard recyclables).

J. Meet with City Staff and recycling vendors (either in person or via phone) to gather input and feedback on a potential full service, year-round recycling drop-off center.

K. Assess and provide recommendations on potential of partnership(s) with private sector.

L. Assess and identify potential sites within the City of Ramsey that may be suitable for a full service, year-round recycling drop-off center.

M. Assess and identify all potential costs with actual development of a full service, year-round recycling drop-off center.

The selected firm would, by December 31, 2012, need to provide the City with both a detailed report and a non-site specific plan indicating the recommended configuration of site as well as buildings, equipment, material collection areas, etc.

Notification:

None required.

Observations:

As previously noted, the RFP was sent to four (4) firms that specialize in recycling and solid waste management practices. Two (2) proposals were received, from Foth Infrastructure & Environment and SAIC. Both proposals included sections on the consultants' relevant experience with similar projects and also included detailed scopes of services. The proposals demonstrate that both consultants are well qualified to assist with Ramsey's grant project. Finally, both proposals included not-to-exceed total project costs. Foth's base proposal is for $25,200.00 (they provided an option for a public participation plan that would add another $1,450.00 to the cost for a total not-to-exceed cost of $26,650.00). SAIC's proposal is for $30,000.00.

The RFP stated that the final deliverables (report and non-site specific plan) were to be received by the City by December 31, 2012. SAIC's proposal identified December 31, 2012 as the completion date for delivery of the final report while Foth's proposal indicates a completion date of three (3) months after the 'kick-off' meeting with Staff, which means delivery of the final report and plan by roughly February 1, 2013. This time line is important as it ties in to the requirements of the grant funding (funds should be expended in 2012).

Recommendation:

While SAIC's proposal is slightly higher than Foth's, they do propose delivery of the final report and plan to the City by December 31, 2012 (as was specified in the RFP). Therefore, Staff recommends that the City Council approve a contract with SAIC, for a not-to-exceed amount of $30,000.00, to complete an analysis of a full-service, year-round recycling drop-off center and development of a non-site specific plan.

Funding Source:

Funding for this project is available through a Recycling Enhancement Grant awarded to the City by Anoka County. The project will be administered via a 'not to exceed' contract.

Council Action:

Motion to approve a contract with SAIC for an analysis of a full service, year-round recycling drop-off center and non-site specific plan development and direct staff to prepare and execute a contract for services, subject to review by the City Attorney as to legal form.

Attachments

RFP

Foth Proposal

SAIC Proposal

Form Review

Inbox	Reviewed By	Date

Tim Gladhill	Tim Gladhill	10/18/2012 08:32 AM
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:36 AM

Form Started By: Chris Anderson Started On: 10/16/2012 02:47 PM

Final Approval Date: 10/18/2012

Request for Proposal

Full Service, Year-Round Recycling Drop-off Center Analysis and Plan Development

City of Ramsey, Minnesota

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

City of Ramsey, Minnesota

Full Service, Year-Round Recycling Drop-off Center Analysis and Plan Development

REQUEST FOR PROPOSAL ("RFP")

The City of Ramsey is seeking a qualified consultant to assist with analyzing the potential of a year-round drop-off recycling center as well as plan development for such a facility. The City of Ramsey is a developing suburban community with an estimated population of 23,500, currently contracts for curbside recycling services and offers two (2) recycling day events per year that provide residents an opportunity to properly dispose of a wider spectrum of materials than through the curbside program. The City has been awarded grant funds to hire a consultant to assist with assessing applicable criteria for an efficient and effective year-round drop-off recycling center, including development of a non-site specific site plan.

The City of Ramsey intends to select a consultant and enter into a not-to-exceed contract for analysis and plan development of a potential, non-site specific, year-round recycling drop-off center. City Staff will review submitted proposals and select the proposal that best meets the needs of the City.

The City of Ramsey reserves the right to reject any and all consultant responses to the Request for Proposal.

Instructions to Proposers

a. All proposals should be sent to:

Chris Anderson, Associate Planner/Environmental Coordinator
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303
Phone: (763) 433-9905

b. All proposals must be clearly marked: "Full Service Year-Round Recycling Drop-off Center Analysis and Plan Development Proposal". All proposals must be received by 4:30 p.m. on October 12, 2012 at which time they will be opened. The Associate Planner/Environmental Coordinator will notify the selected Proposer by October 24, 2012.

Objectives

The City of Ramsey's objectives with this project are to:

- Assess and identify the key factors and criteria associated with the potential development of a full service, year-round recycling drop-off center.

- Develop a non-site specific plan for a full service, year-round recycling drop-off center that could be implemented within the City of Ramsey and potentially other Anoka County municipalities.
- Provide residents a year-round option for recycling of standard curbside recyclable materials (aluminum, steel and tin cans, food and beverage glass containers, plastic bottles, containers, tubs and lids, newspaper, cardboard, boxboard, magazines, mixed paper, etc.) as well as other materials such as appliances, CFLs, electronics, mattresses and other materials as new markets emerge.

Information Requested from Proposers

I. Organization

a. Name, address, and telephone number(s) of the main office and contact for this project.

b. Name, position, qualifications and experience of individuals designated to work on this project.

II. Experience/Background

a. Provide a description or summary of your firm's background and experience with development and planning for full-service drop-off recycling centers.

b. Provide a list of municipalities, counties or public organizations with whom your firm has worked on that were similar projects in the past three years.

c. Provide three (3) references from municipalities, counties, or public organizations with whom your firm has worked on that were similar projects in the past three years.

III. Scope of Services

a. Meet with City Staff to discuss vision for project (scoping meeting).

b. Assess and recommend minimum property size necessary for a year-round drop-off recycling center.

c. Assess and recommend minimum building requirements including but not necessarily limited to, building size, exterior finish (as it may relate to the respect zoning district), bays, and interior layout (critical to provide for space for future materials that may be accepted).

d. Assess and recommend best configuration of site for most efficient traffic flow and maneuverability.

e. Assess and recommend equipment needs for a full service year-round drop of recycling center (e.g. dumpsters, bailers, fork lift etc.).

f. Assess and recommend most effective hours of operation as well as days of the week to be open.

g. Assess and recommend acceptable materials for collection.

h. Assess potential quantities of acceptable materials on an annual basis.

i. Assess and provide recommendations on collection method (e.g. co-mingled or separated collection of standard recyclables).

j. Meet with City Staff and recycling vendors (either in person or via phone) to gather input and feedback on a potential full service, year-round recycling drop-off center.

k. Assess and provide recommendations on potential of partnership(s) with private sector.

l. Assess and identify potential sites within the City of Ramsey that may be suitable for a full service, year-round recycling drop-off center.

m. Assess and identify all potential costs with actual development of a full service, year-round recycling drop-off center.

IV. Process and Services

a. Describe the process to be used by your firm for this RFP.

b. Identify which elements of the process your firm performs with in-house staff and which elements of the process are contract services (i.e. sub-contracted work).

c. Describe the level and type of participation required by City staff, markets and potential service providers.

d. Describe the product to be delivered upon completion of the project.

V. Deliverables

a. By December 31, 2012, the Proposer shall provide the City with both a detailed report and a non-site specific site plan indicating the recommended configuration of site as well as buildings, equipment, material collection areas, etc.

VI. Timing

a. Indicate the proposed start date.

b. Provide a projected timeframe for completion of assessment work and report.

c. Indicate an end date for producing the deliverables.

VII. Cost

This project shall be completed with a 'not to exceed' contract. Provide an estimated hourly rate for services as well as a total, not-to-exceed amount:

a. Detailed fee listing.

b. Detailed billing structure (i.e. bill in 15 minute increments)

c. Not-to-exceed total project cost.

Please include any "additional" services offered by your firm that may be relevant to the project and are not specifically included in the estimated total project cost.

VIII. Additional Information

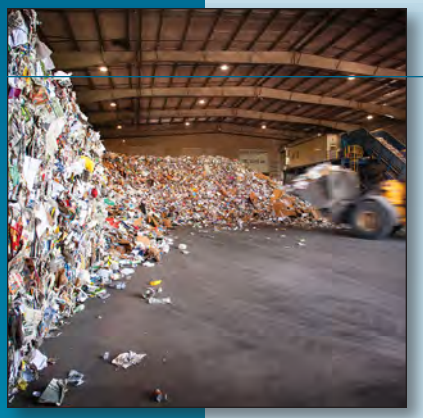
Include an attachment of any additional information you consider relevant to the fair evaluation of your firm's proposal.

IX. RFP Submission Requirements

The first date of review for this Request for Proposal ("RFP") will occur on October 12, 2012. All submissions must be submitted electronically in PDF format to be considered. Please email the submission to canderson@ci.ramsey.mn.us or deliver one (1) CD containing a PDF copy of your response to Chris Anderson at the following location:

Chris Anderson, Associate Planner/Environmental Coordinator
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
Tel. (763) 433-9905 Fax (763) 427-5543 email: canderson@ci.ramsey.mn.us

Questions concerning this RFP may be directed to Chris Anderson at the above-referenced location (email preferred).

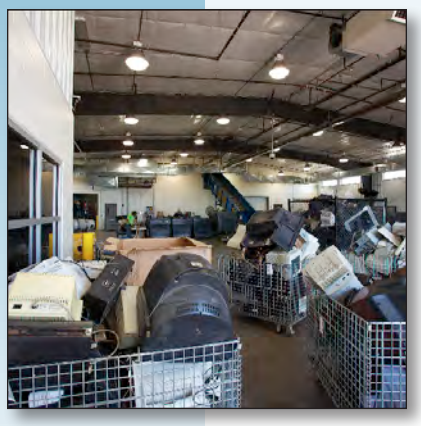


Proposal

Recycling Drop-Off Center Analysis & Plan Development

City of Ramsey, Minnesota

October 2012



Eagle Point II • 8550 Hudson Blvd. North • Suite 105
Lake Elmo, MN 55042
(651) 288-8550 • Fax: (651) 288-8551
www.foth.com

October 12, 2012

City of Ramsey
Attention: Chris Anderson
Associate Planner/Environmental Coordinator
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

Dear Mr. Anderson,

RE: Full Service, Year-Round Recycling Drop-off Center Analysis
and Plan Development Proposal

We are pleased to submit this proposal for consultant services to assist the City of Ramsey with development of a plan for a year-round recycling drop-off center that can be a long-term asset for the City, and a model for other Anoka County municipalities. We understand that consideration of new capital facilities can be a daunting task, and we would be honored to assist with the planning of a facility to serve the residents of Ramsey.

Foth's consultant team is eager to begin this project. We are very experienced in planning, design and location of recycling and solid waste facilities. We are also familiar with Minnesota and Anoka County solid waste plans and requirements, and knowledgeable of the issues that the City of Ramsey will face when considering a new facility. We are particularly knowledgeable about public-private partnerships, and opportunities to leverage these partnerships to derive the greatest benefits for the citizens of Ramsey.

We look forward to the opportunity to partner with you on your project.

Sincerely,

Foth Infrastructure & Environment, LLC

Warren A. Shuros
Client Director

Susan A. Young
Technical Consultant

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Introduction to Foth

1

1 | Introduction to Foth

Foth Companies

The best partnerships become relationships.

They last well beyond any project deadline; they thrive on trust. And your trust is exactly what Foth works so hard to earn.

Today and every day, Foth is delivering personalized, client-centered service that keeps your goals within sight and your interests at heart. Our consulting engineering, science and construction services firm provides technical solutions for public and private clients around the corner and around the globe. We delve deeply into all aspects of your project so that we can ask the right questions and find the right answers. We readily expand our capabilities to keep pace with your needs. And the dedication, care and hard work we put into our projects, we also invest in our relationships. In Foth, you'll find a devoted "one-stop" engineering, science, and consulting partner whom you know you can trust.

Foth was founded in 1938 and quickly became a success. But the engineering and environmental consulting firm we know today truly began one weekend in 1992. It started with a simple question: what kind of company do we want to be? It ended with an "all-in" refocus on the one principle that has guided our firm from the very first: putting our clients' success ahead of our own.

That Monday, old business cards were tossed out—and a reinvigorated Foth looked to the future with our clients' needs placed firmly at the center of our purpose.

Today, Foth is thriving because we are dedicated to growing our clients and people with care. At least 85 percent of our business comes from repeat clients each year. Our financial strength, a client retention rate of 99.4 percent and an employee retention rate of 95 percent are all testaments to our client-first commitment. But the two assets that matter most—our clients and our people—never appear on our balance sheet.

Foth's more than 650 employees, or members, deliver services in three main areas: Environmental, Infrastructure, and Production Solutions. And no matter which skilled, experienced Foth member you work with, you can always expect: a personalized approach; a consistent single point of contact supported by a team that serves as a seamless extension of your staff; and responsive service that acts on your priorities, urgency and needs.

Professional publications consistently rank Foth among the nation's top professional services consulting firms. More importantly, our clients rank Foth highly, too.

Please visit www.foth.com for additional information.

… you can always expect: a personalized approach; a consistent single point of contact…and responsive service that acts on your priorities, urgency and needs.

Foth's Locations

Contact Information

Firm Name & Address

Foth Infrastructure & Environment, LLC
Eagle Point II
8550 Hudson Boulevard North, Suite 105
Lake Elmo, MN 55042

Telephone: (651) 288-8550
Fax: (651) 288-8552

Contact Name:

Warren A. Shuros, Client Director
Telephone: (651) 288-8596
Email; warren.shuros@foth.com

Project Team:

The Foth staff members committed to this project are well-suited to meet the needs of the City of Ramsey. All consultant team members will be available as needed to work on this project. Team members include Warren Shuros, Susan Young, Dan Krivit, Jim Miles-Polka, Chris Vermeer, and Jeff Walsh.

Foth assigns one Client Team Leader for single-source responsibility for coordinating your needs. Warren will serve as the Client Team Leader. Warren has 30 years of experience conducting similar projects and will provide overall direction and strategic oversight. Susan Young will serve as the project manager. Susan has extensive knowledge and experience in leading and coordinating challenging community-based projects such as this recycling center drop-off project. She has the leadership skills needed to facilitate the work plan. Dan Krivit has had experience in analyzing municipal recycling programs and in assisting with the development of recyclable materials marketing and special waste handling. Jim Miles-Polka will provide insight on building and site needs. Chris Vermeer will provide site layout design with Jeff Walsh assisting with GIS needs.

Client Team Leader/
Strategic Consulting

Education

M.S., Preventative Medicine and Environmental Health, University of Iowa
B.S., General Science, University of Iowa

Warren's motto is... work should be fun! "I genuinely enjoy working for public solid waste agencies because of their dedication to serving their customers and protecting the environment. It is my pleasure to help solve problems and improve their bottom lines. We should have some fun in the process!"

Warren A. Shuros

Introduction

Warren has worked extensively with public officials helping with strategic planning and management of their solid waste programs. His involvement has ranged from strategic policy development and preliminary planning and feasibility analyses, through facility design and development, permitting, construction operations, and monitoring/trouble-shooting. Technologies include all aspects of an integrated solid waste management system. He has worked successfully with small rural, large metropolitan agencies, and state agencies.

Relevant Experience

- **Solid Waste Facilities.** Managed hundreds of solid waste projects helping to improve clients' effectiveness of solid waste collection, MRFs, waste-to-energy, transfer stations, landfills, composting, landfill gas systems, leachate management, and household hazardous waste facilities. Responsibilities included strategic business planning and policy statements, market analysis, financial analysis, site selection, feasibility studies, facility design, permitting, procurement and contracting, public relations, regulatory liaison, legislative assistance, construction, operations, troubleshooting, monitoring, closure, remediation, long-term care and marketing.
- **Business Planning and Strategic Management.** Warren initiated Foth's focus on helping public agencies thrive in the competitive market. He has managed several projects involved with evaluating options available for public solid waste agencies' facilities/programs, including landfills, composting, waste-to-energy, MRFs, public education, HHW, and solid waste/recyclables collections. Projects included waste security plans, business plans, strategic plans, master plans, mission statements, and guiding principles—all of which relate to the role of public solid waste agencies in a competitive market.
- **Economic Analyses.** Warren has conducted numerous cost/benefit and/or life-cycle cost analyses on solid waste systems. This is a key component of many long-term planning or strategic management plans. The analyses and spreadsheets are always tailored to the specific system. The analyses often include demographics, waste flows, and costs for transfer stations, direct hauls, recycling, composting, waste-to-energy, landfilling, as well as landfill capacity utilization and material revenues. Costs such as operating costs and debt service are presented as cost per ton, cost per person, cost per household, or other appropriate manners. The life-cycle analyses

Memberships

Solid Waste Association of North America, Minnesota Chapter

"Among the firms the agency has employed over the years for expert counsel, Foth Infrastructure & Environment has proven exemplary ... Mr. Shuros has been far from timid when making recommendations … he has an excellent feel for our industry, present and future. And he has always proven mindful of the financial implications of all policy decisions, emphasizing that we not only have to pay our bills at the end of the day, but that we can not make the price of our services cost-prohibitive to the citizens who entrust us with managing their virtually irreplaceable public utility."
- Don Vogt, Public Works Director, Dubuque Metropolitan Area Solid Waste Agency

provide an excellent decision making tool to select among options and for making future pricing decisions.

- **Comprehensive Solid Waste Management Plans.** Managed the development of comprehensive solid waste management plans in Iowa, Minnesota, and Wisconsin. Comprehensive plans typically address all areas of solid waste management from documenting waste generation to evaluating possible alternatives for managing the waste, developing detailed cost estimates, developing implementation plans, facilitating public participation, and making public presentations.
- **Collection Efficiency Analyses and Contracts.** Project manager for Minnesota Pollution Control Agency (MPCA) study analyzing open versus organized collection. Project manager for a procurement process (RFP and service agreement) for over 75,000 households in 21 communities in the Des Moines Metro area. Served as project manager for a detailed analysis of collection efficiency for Davenport and Bettendorf, Iowa, with options to address automated collection of MSW and single-stream recycling. Served as lead technical consultant for the Ramsey/Washington Public Collection Study. Provided technical coordination for unit-based rate study for city of West Des Moines, Iowa, automated collection system. Served as project manager for another collection contracting process in the Des Moines Metro area as the regional waste authority, Metro Waste Authority is coordinating all solid waste collection for their municipal members. Managed a review of the collection system rates and competitive nature in Duluth, Minnesota. Managed an analysis of curbside collection in the Des Moines metro area. Developed a Request for Proposal which led to three contracts for collection of over 100,000 homes in the Des Moines area. Analyzed curbside and drop-off collection approaches as part of recycling implementation programs in Portage County, Wisconsin; Mankato, Minnesota; Hardin County, Sioux City, Marshalltown and Caroll, Iowa.

Project Manager

Education

M.S. Biology and Geology, University of New Mexico, Albuquerque, New Mexico

B.S. Majors in Biology and Aquatic Environments, minor in Geology, Allegheny College, Meadville, Pennsylvania

Professional Associations

- American Public Works Association, Oklahoma Chapter
- American Public Works Association, Minnesota Chapter
- Solid Waste Association of North America

Susan Young

Introduction

Susan served as the Director of Solid Waste and Recycling Services for the City of Minneapolis from 1991 to 2011. Since joining Foth in 2012, Susan has developed a new model ordinance and standards for solid waste and recycling, analyzed recycling collection options and ways of expanding plastics recycling. Susan provides technical research in support of public solid waste agencies.

Relevant Experience

- **Strategic Planning and Operations - Solid Waste and Recycling Services.** Developed a comprehensive, integrated system of solid waste management for a city of 105,000 dwelling units. Provided garbage, recycling, large item/problem material and yard wastes services on a routine basis.
- **Transfer Station Management.** Managed two transfer stations for yard wastes, citizen drop-off and emergency response operations. Managed in-house fleet.
- **Contract Collection Services.** Managed contract collection services for one-half of the city dwelling units. Progressed the division from a general fund subsidized operation to a fully enterprise operation that contributed funds to the General Fund. Added services such as graffiti removal, litter container collection and Clean City functions at no additional costs to rate payers. Sought and obtained outside contracts for services that provided additional revenue sources for the division.
- **Customer and Staff Satisfaction.** Managed customer service call center that the eventual 311 call center was patterned after. Managed in-house development of field and office customer, inventory and billing data management system that improved integration of services and reduced system costs. Staff management resulted in highest worker engagement and job satisfaction in city. Managed services to result in highest customer satisfaction of all city services. Safety and employee management resulted in recommendation by the Society of Civil Engineers that SW & R be the model for other Minneapolis Public Works divisions to follow. Developed innovative neighborhood cleanup, litter control and participation programs that received neighborhood acclaim, reduced crime and resulted in the Chief's Award of Merit.
- **Organics and Yard Waste Collections.** Developed city-wide piloted programs for organics collections, multiple types of recycling

collections, yard waste collections and variable rate billing to evaluate cost-effectiveness, customer buy-in and operational success.

- **Sustainability.** Developed links and partnerships with city sustainability and disaster-relief operations. Served on numerous enterprise-wide teams to develop city programs, including 311 implementation and new city-wide budget processes.
- **Multi-Jurisdictional Public Services Enterprise.** Provided solid waste management and planning functions to counties of Creek, Tulsa, Osage and Wagoner and multiple cities in those counties. Developed the first Household Hazardous Waste collection events in Oklahoma, using all volunteer and donated labor and services. Developed the first curbside recycling programs in Oklahoma and the first yard waste collection and composting programs. Developed regional recycling education programs, with data bases of recyclers and regional newsletters.
- **Environmental Planning.** Performed environmental planning activities for five-county voluntary association of governments, including air quality and transportation, water quality sampling and discharge modeling, non-point source pollution evaluation and abatement, landfill evaluation, leachate monitoring and modeling, sewage treatment plant evaluation and sludge disposal planning and collection line evaluation to control odors and I & I. Conducted landfill siting. Co-chaired Oklahoma Corporation Commission committee to develop rules for oil field SO2 gas protocols and leachate and fluid disposal and remediation. Served as primary staff support to Citizens Solid Waste Advisory Committee, which developed the first Regional Solid Waste Plan, ratified landfill siting and recommended creation of the Metropolitan Environmental Trust (the Met). Effected multi-county and city ratification and creation of the Met.

Technical Consultant

Education

Mini MBA, University of St. Thomas, 1981
B.A., Biology, Colorado College, 1978

Dan has been involved in several recycling collection and/or processing procurement processes, including a significant contract for the city of Minneapolis, Minnesota, that involved performance measures, revenue sharing, and operating issues.

Daniel F. Krivit

Introduction

Dan has more than 30 years of experience in environmental protection and resource conservation, particularly in the disciplines of solid waste management planning, recycling, composting, and waste reduction. He has provided consulting services to private recycling companies, end-user industries, municipalities, counties, and states. Dan has assisted several cities in the Twin Cities region with contracting for recycling services.

Relevant Experience

- **Recycling.** Extensive work in the field of recycling. Their experiience includes a wide variety of planning, developing and implementing projects that span all components of the recycling loop, which include collection, processing, marketing and procurement. Recent and past projects have included surveys and analysis of collection programs, processing operations and end-use markets serving the Twin Cities and Greater Minnesota. Clients have included markets for the asphalt shingles, paper, glass and plastics recycling industries.
- **Ramsey County Technical Assistance.** Provide strategic and technical consulting services for the County under their Technical Assistance Program to help municipalities and other public entities with recycling and solid waste planning and contracting. Assistance includes contract negotiations for the City of little Canada, planning and drafting the organized collection RFP and selected cart implementation details for the City of Maplewood, trash/recyclable collection assistance with the City of St. Paul, review of trash/recycling contracts with the City of Vadnais Heights, and review of trash/recycling contract with the City of White Bear Lake. County-wide tasks include analysis of yard waste operations, analysis of the contract structure for yard waste programs, plastics recycling research, and analysis of county parks trash/recycling collection operations.
- **Collection Contracts.** Assisted several Minnesota cities developing recycling collection contracts including:
  - City of Maplewood
  - City of Plymouth
  - Three city group of Minnetonka, Golden Valley, and Plymouth
  - The Lake Minnetonka Recycling Group (including the six cities of Excelsior, Minnetonka Beach, Mound, Shorewood, Spring Park, and Wayzata
  - City of Lauderdale
  - City of Falcon Heights

I had the pleasure of working with Dan Krivit and Foth in 2009 while developing a RFP for the City of Edina residential recycling contract. Mr. Krivit established a clear timeline and expected outcomes for the RFP. The RFP was an extensive document and included criteria for a best value selection process as opposed to lowest price. Mr. Krivit was instrumental in developing a rating scale for key components of the best value selection such as cost, environmental concerns, education and outreach and quality service. He then developed a concise summary and a clear presentation for the Edina City Council. The staff at Foth was professional, hard-working, skilled and reliable. The staff was given a very rough draft and made it an error-free professional document in a prompt time frame. — Solvei M. Wilmot, R.S., Recycling Coordinator, Edina Health Department

- **La Crosse Collection Evaluation Study.** Served as part of the Foth Consultant Team to analyze a wide variety of solid waste and recycling collection systems for the cities of La Crosse and Onalaska and La Crosse County.
- **MPCA Collection Study.** Served as part of the Foth Consultant Team for the Minnesota Pollution Control Agency (MPCA) study analyzing open versus organized collection.
- O**ther Collection Experience.** Worked for two years within the Minneapolis Department of Public Works as the City's recycling coordinator. Worked for two years with Super Cycle as its manager of business development. These experiences within practitioner organizations in waste and recyclables collection services provide unique, inside perspectives from both public sector (Minneapolis favoring organized collection) and the private sector (Super Cycle favoring open MSW collection).
- **Research and Analysis.** Broad base of experience in all aspects of recycling research, survey design and implementation, data analysis, strategic planning, and policy development. Nearly all recent projects have involved some form of survey as one means of collecting original data. Many of the past projects have involved program performance monitoring and evaluation including recovery rates, participation, composition analysis, and cost-effectiveness measurements.
- **Procurement and Contract Development**. Extensive, recent experience developing recycling contracts and evaluating contractor's proposals. Serving as one of two consulting contractors for Ramsey County, Minnesota, he authored a white paper on municipal revenue sharing options, developed RFP's representing "state-of-the-art" procurement documents that lead to competitive proposals and new cost-effective recycling contracts.
- **Policy Development and Facilitation**. A key strength is taking sound technical information as far as possible through the point of consideration and decisions by policy makers. Has provided a wide variety of professional consulting services with solid waste staff and decision makers, including facilitated group discussions leading to strategic recycling decisions.

Structural Engineer

Education

M.S., Structural Engineering, Marquette University
B.S.C.E., Civil Engineering, Marquette University

Professional Registration

Professional Engineer - Minnesota, Wisconsin
Structural Engineer – Iowa

Jim's experience includes managing the design and construction of the Metro Waste Authority constructed wetlands treatment facility, which received the honor of "2001 Outstanding Civil Engineering Project" by the Iowa Chapter of The American Society of Civil Engineers.

James E. Miles-Polka, P.E.

Introduction

Jim has been involved in planning and project management for landfills, solid waste facilities (transfer stations, recycling facilities, household hazardous waste collection facilities), wastewater treatment plants, water treatment plants, and municipal buildings. Jim is also skilled in construction administration and evaluations of existing facilities.

Relevant Experience

- **Strategic Consulting for Public Solid Waste Agencies.** Works with public agencies to help them thrive in the competitive solid waste market. Work includes solid waste system projects involved with program/facility development and evaluations of existing programs/facilities, including transfer stations, landfills, composting, construction and demolition recovery/recycling, material recycling facilities, public education, household hazardous waste, and solid waste/recyclables processing.
- **Preliminary Planning and Project Development.** Analyses of existing sites and facilities to evaluate feasibility of development or expansion, change in use, or proposed construction. Studies include review of site, available utilities, condition of existing facilities, economic analysis of proposed improvements, development of project schedule through commissioning program, needs assessment, cost/benefit analysis, and options analysis.
- **Project Management.** Extensive experience managing multi-discipline teams providing services from multiple locations for the planning, design and construction phases of public planning and private capital improvement projects. Work includes developing, managing and tracking schedules, budgets, sequencing and delivery of services to meet client needs.
- **Construction Administration.** Team leader for the construction phase of building and site development projects including site observations, submittal review, project coordination, review of payment applications, construction
- **Construction Cost Opinion Development.** Development and refinement of construction cost opinions from feasibility phase through bid phase. Clients for these services include public agencies and private companies using this information for long-range planning, feasibility analyses, public bonding, and/or project development.

Jim has worked on the planning and design of many different solid waste buildings.

Memberships

- American Society of Civil Engineers (ASCE)
- Solid Waste Association of North America (SWANA)
- Corporation for Economic Development in Des Moines
- Structural Engineers Association of Iowa
- Iowa Limestone Producers Association

- **Investigation and Evaluation of Existing Buildings.** Evaluation of existing buildings to determine feasibility of continued use and potential for change in use or expansion. Investigation of building distress to determine causes and identify solutions.

- **Wastewater Collection and Treatment Systems.** Preliminary and final design, bid phase and construction administration of wastewater collection and treatment systems for municipalities. The work includes a close working relationship with regional planners, community representatives, county representative regulators, and funding entities to develop solutions that are economical, meet State permit requirements, and meet established funding criteria.

- **Water Treatment and Distribution Improvements.** Water treatment and distribution systems study and improvements for municipalities. The work includes the development of preliminary engineering reports used to support funding applications.

Christian K. Vermeer

Environmental Project Designer

Education

B.A., Anthropology, University of Arizona, Tucson, 1997

Additional Education/ Training

Sanitary Landfill Design (University of Wisconsin, Madison)
Microstation "J' Fundamentals
InRoads Design
Liner Integrity Testing Training, November 2011

Chris is proficient on Intergraph MicroStation, Site Works, InRoads, AutoCad, and ArcGIS. Experience includes 3-D design, earthwork computations, production of Digital Terrain Models (DTM), volume calculations, digitizing from field maps,

Introduction

Chris is an environmental project designer with experience in landfill construction documentation, landfill site design, drafting, earthwork computations, development of engineering cross-sections, survey, construction staking, and GIS (Geographic Information Systems) using various software.

Relevant Experience

- **Design Services.** Produced redesign and record drawings, volume and area calculations, 3D modeling, and other miscellaneous drawings using MicroStation, Site Works, and GIS applications. Performed CADD applications, including the design of landfill cells, stormwater management system, leachate collection system, and building pad. Produced 3D Digital Terrain Models (DTM), geologic engineering sections, and earthwork computations. Produced groundwater models and various other maps for annual report and permit reissuance. Produced transfer station design, including building layout, building elevations, stormwater management, curb and gutter, and landscaping plan. Developed the design of proposed mining activities and end use including stormwater management and also performed volume calculations. Produced waste relocation, final cover, and stormwater management system design and made earthwork computations and material estimation. Developed the design of a yard waste composting facility, access roads, and stormwater management system and made earthwork computations and material estimation.
- **Construction Quality Assurance.** For landfills in Minnesota and Iowa has: Performed landfill construction quality assurance for HDPE liner installation and leachate collection systems. Produced CADD documentation drawings from survey data. Calculated quantities and volumes through CADD applications, performed landfill construction quality assurance for recompacted clay and performed nuclear density tests on recompacted clay liner lifts with documentation of all phases of construction. Performed landfill construction quality assurance for construction of stormwater management, conducted GPS survey documentation "as built" conditions including piping, gas wells, and final cover topography. Performed construction observation of liner installation and produced CADD "as built" drawings from survey data.
- **GIS Services.** Used GIS and CADD applications to assist archaeological investigations in connection with the new construction and realignment of TH 169. Created a GIS database

Skills

Intergraph MicroStation, InRoads, Site Works, AutoCAD, ArcView, ArcInfo, Databasing, 3D Modeling, Surfer, and Adobe

Certifications

Hazardous Material Handling Training (40-Hour)
National Safety Council First Aid Refresher
Troxler Nuclear Testing Equipment – Operator
American Red Cross, Adult CPR

of previous archaeological investigations, construction plans, and ongoing investigations for the facilitation of field work and documentation. Performed GIS analysis of predictive archaeological probability models for field investigations, integrating data derived from the DNR, SHPO, OSA, Water District, previous archaeological investigations, and ongoing investigations. Produced pre-field and report graphics and database. Performed groundwater elevation modeling and Isoconcentration maps for a risk base corrective analysis using various CADD and GIS software.

Chris is experienced in creating and manipulating various forms of data, including digital elevation models, orthophotos, raster graphics, shape files, and ArcInfo coverages; reprojection and conversions of various coordinate systems; and linking of CADD files and various databases into GIS for modeling, proximity analysis, data analysis and mapping.

Project GIS Specialist/ Data Analyst

Education

B.S., Geology, North Dakota State University, 1999
M.S., Geographic Information Science, University of Minnesota, 2006

Certifications

- ACI Certified
- ASPRS Certified Photogrammetrist
- Troxler Certified
- MPCA Type II Inspector/ Operator Certified

A thoughtful, highly motivated professional with finely-tuned technical skills.

Jeffrey J. Walsh

Introduction

Jeff specializes in complex predictive and site suitability modeling applications based on both Geographic Information Science (GIS) and Remotely Sensed (RS) data. He has experience in designing enterprise geospatial databases, customizing web-based GIS mapping applications, designing workflows for large, complex GIS and RS projects, GPS surveying, and photogrammetry.

Relevant Experience

- **GIS Applications.** Construction of predictive/hydrologic/ contaminant/site suitability GIS models using multiple data layers in both vector and raster formats. Cross-platform integration between GIS and Remote Sensing systems. Generating probability layers based on logistic regression calculations. 3D analyses including: surface generation, imagery visualization, fly-throughs, and elevation modeling. Site, route, and network planning, and geocoding operations. Project experience includes:

  - RockTenn Site Suitability Study, a network analysis study to determine the cost effectiveness of relocating a major Midwestern recycling facility. The project involved multi-modal transportation network analysis involving roads, rail lines, multi-modal cargo facilities, and trans-pacific shipping routes to China.

  - Mn/DOT Anoka Sand Plain and Mississippi Zumbro, geomorphology projects spanning 11 and 13 counties, respectively, in Minnesota, involves use of advanced topology rules, geodatabase validation and replication, and the development of custom GIS attribute editing tools.

  - Dakota County Site Suitability Study Calculated service areas for existing recycling plants throughout the county, and calculated the location of a proposed single consolidated recycling plant to minimize drive time, and reduce the County's operating costs for all residents.

  - NRG Minn-Can project, a 300 mile pipeline corridor from central to southeastern Minnesota. Generated an Archaeologic site probability model, and calculated recommended survey intervals along the pipeline route. Also built a custom ArcIMS site for secure project status information access for the client.

Technical Skills

- Programming: Visual Basic. NET, VBA, Visual C++, Visual C#.NET, AML, PASCAL
- Databases: MS Access, MS SQL Server 2005, ArcSDE
- Drafting: AutoCAD
- GIS: ArcGIS - ArcInfo, ArcInfo Workstation, MapInfo, ArcIMS, ArcGIS Server, ArcPAD
- Remote Sensing: ERDAS Imagine Professional
- Photogrammetry: Leica Photogrammetry Suite 2010
- Xray Diffraction: JADE, GSAS, RIQAS

Regardless of the size or difficulty of the task at hand, Jeff maintains a calm, steady approach and gets the work done.

- **Environmental Database Management.** Developed environmental data processing programs and database reporting systems in Microsoft SQL Server and Geodatabases. Built a centralized SQL Server database for storage, analysis, and generation of hydrologic and groundwater quality data for two sites in Minnesota and three sites in Iowa. Also built numerous web-based analytical reports in Microsoft SQL Reporting Services.
- **Geospatial Database Management.** Designed numerous centralized geospatial databases in Microsoft SQL Server for multi-user versioned editing and replication operations.
- **Remote Sensing.** Works with supervised and unsupervised classifications of satellite-based data, general spectral information class clustering, and ground reference point driven clustering. Conducts change-detection analyses of satellite data. The use of both modern and historical aerial photos commonly assists project analysis by providing rapid and efficient site locations, physical conditions, and the presence or absence of features such as buildings and wetlands. Satellite-based data can provide very cost-effective classifications of land cover types such as wetlands, uplands, urban, and impervious surfaces over vast (state-sized) areas. Additionally, satellite-based data can provide from/to classification change detection analysis during a given time span.
- **Photogrammetry, aerial triangualtion, terrain model generation, orthorectification, flight mission planning, feature extraction, and ground control planning.** Experience includes:

  - Tulsa International Airport, Tulsa Oklahoma, Airport Airspace Analysis Survey (2009-2010) — Tasks include development of plans for 17B and 18B, Aerial photography mission planning, Aerial Triangulation, orthorectification, feature extraction, and final 18B GIS submittal.

  - Orlando Sanford International Airport, Sanford Florida, Airport Airspace Analysis Survey (2009-2010) — Tasks include development of plans for 17B and 18B, Aerial photography mission planning, Aerial Triangulation, orthorectification, feature extraction, and final 18B GIS submittal.

  - Panama City - Bay County International Airport, Panama City, Florida, Airport Airspace Analysis Survey (2009-2010) Tasks include development of plans for 17B and 18B, Aerial photography mission planning, Aerial Triangulation, orthorectification, feature extraction, and final 18B GIS submittal.

Experience/Background

2

Problems and challenges solid waste agencies face:

- The need to do more with less
- Ever increasing demands for specialized service
  - Environmental Management Systems
  - E-waste management
  - Single-stream recycling
  - Automated collection
- C&D recycling
- New approaches
  - Conversion technologies
  - Bioreactors
- Changing regulations
- Succession planning for key staff
- Property tax levy limits
- Maintaining waste diversion
- To close, sell, or expand the landfill
- Landfill closure and long-term care

The Foth Difference: Helping solid waste agencies find the right answers to their questions. That is what we do!

Solid Waste Management Strategic Consulting

In today's market, local and state solid waste agencies face challenges from many directions, including:

- Competitors
- Changing regulations
- Expanding focus on more environmental management
- Budget constraints
- Site neighbors
- An aging workforce
- Changing political priorities
- Landfill closures

Foth's focus is to help the local, regional, and state bodies responsible for solid waste management understand the challenges and select the best strategy to meet them to continuously improve their systems.

Our philosophy is different than other engineering firms. We understand good solutions involve more than good engineering. Cost-effective, leading edge, publicly acceptable solutions come from our understanding of the **business** of solid waste management, as well as our expertise in solid waste **engineering**.

Oftentimes, Foth develops a detailed financial analysis of the agency's entire solid waste management system. The analysis breaks down the costs and revenues for each facility separately (e.g., landfill, recycling, HHW, collection, etc.). This analysis is an excellent tool for comparing different strategies and making a decision. The life-cycle analysis can be further developed into a tool for capital expenditure planning, pricing, and cash flow projections. Maintaining financial stability and sustainability is very critical.

Public agencies are routinely challenged that their operations are not cost effective and that the public would be better served by privatizing a facility or service. These situations often require some benchmarking, a review of operational efficiency, or a comparison of different options.

The Boards, Committees or Commissions of public solid waste agencies are usually not full-time professional solid waste managers. Foth's management consulting staff works with agency boards at retreats and

Typical strategic planning and consulting activities:

- Master site planning
- Board retreats, strategic planning, and visioning
- Life-cycle, financial analysis
- Strategic business plans
- Waste reduction modeling
- Waste stream security planning
- Administration/policy options analyses
- Contract development and negotiations
- Ordinances
- Funding and marketing assistance
- Comprehensive solid waste management plans
- Community relations and communications
- Procurement assistance
- Operations efficiency analysis
- Benchmarking
- Environmental audits

strategic planning sessions to work through policy and strategic issues, make key decisions, and set the course for the next couple of years. Planning activities and visioning are very important in developing well-thought-out, publicly acceptable, cost-effective facilities and services that continue to improve over time.

Foth has extensive experience preparing environmental policy statements, integrated solid waste management plans, strategic business plans (including goals, objectives, action plans, resource needs, and measurement), master site planning, options and feasibility analyses, and procurement planning and assistance.

Results

The results of good, strategic planning and visioning are:

- Cost-effective operations
- Financially sound agencies with good cash flows into the enterprise fund
- Great customer and neighbor relations
- Political support and positive recognition
- Innovative programs receiving awards and professional recognition
- Significantly reduced neighborhood opposition to facility expansions
- Successful regionalization and consolidation that improves service and cost effectiveness
- Maintaining public facilities as community assets rather than privatized
- Continued improvement in service and results

"The Foth team focuses on solutions that are in the best interest of each client. Time and again they've shown a willingness to go the extra mile to get the job done. In addition to their technical expertise, they are great people to work with. It is my philosophy to invest in long-term relationships with partners I can trust. I can truly say Foth fits this description." — Thomas B. Hadden, III, Executive Director, Metro Waste Authority, Des Moines, Iowa

Building Experience

Solid Waste Buildings

- Minneapolis South Transfer Station Remodeling, Minneapolis, MN
- Solid Waste Transfer Station, St. Louis County, MN
- Electronic Waste Processing Facility, Scott County, IA
- Household Hazardous Storage Facility, La Crosse, WI
- Recyclables Processing Facility, St. Louis County, MN
- Equipment Maintenance Facility, Des Moines, IA
- Otter Tail County Transfer Station, Fergus Falls, MN
- Carroll County Material Recycling Facility, Carroll, IA
- Transfer Station Scalehouse, Dodge county, MN
- Metro Waste Authority Transfer Station, Des Moines, IA

Municipal Buildings

- Administration & Maintenance Building, Wisconsin Rapids
- Water and Light Building, Brodhead
- City Garage, Edgerton
- City Hall Addition, Evansville
- City Hall, Manawa
- County Office Complex, Manitowoc
- Municipal Building Addition, Fitchburg
- Municipal Building Analysis – Marion, McFarland

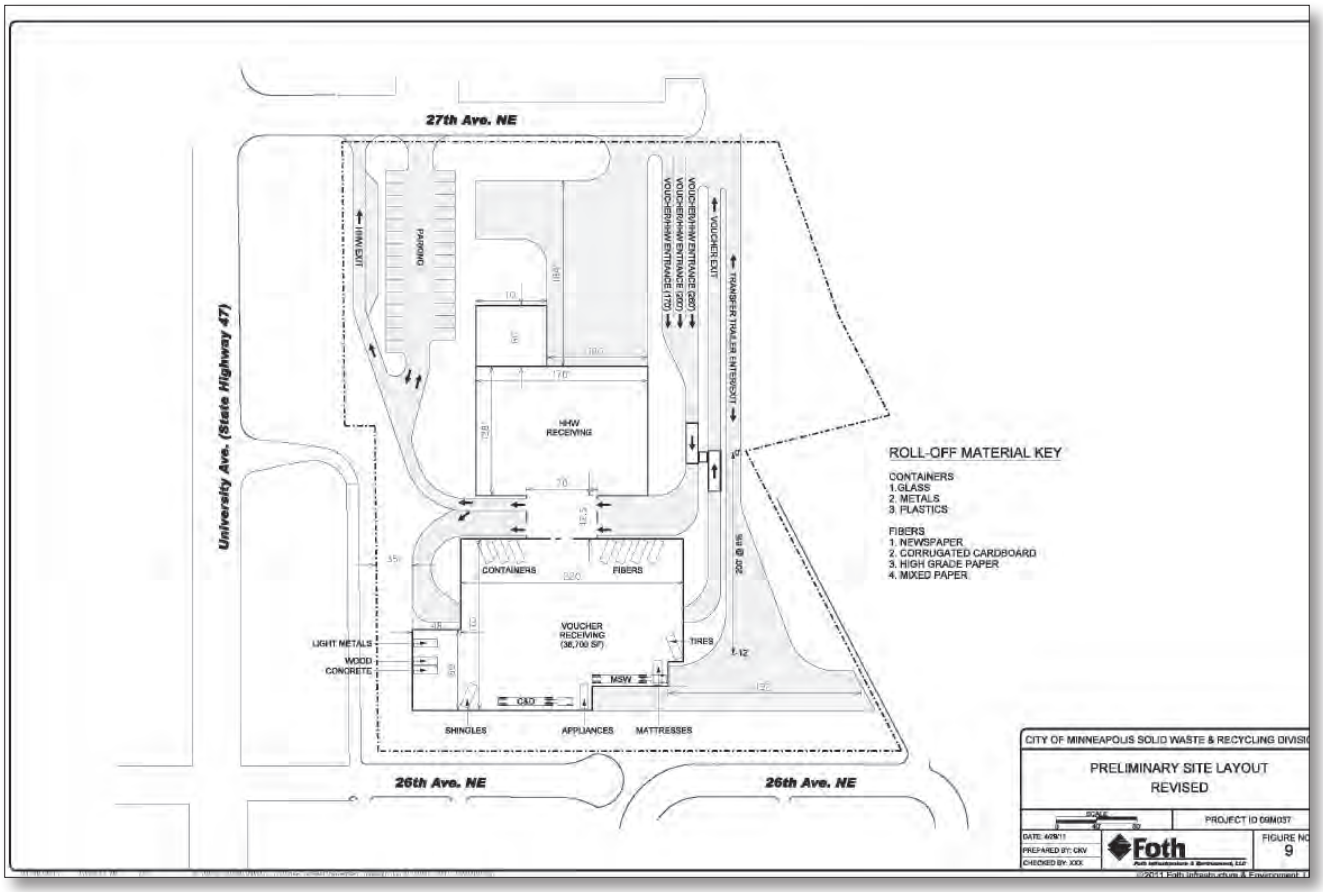
- Municipal Building, Waunakee
- Public Safety Training Facility, Sparta
- Public Works Facility, Lake Mills

Fire Stations

- Crandon Fire Station
- Manawa Fire Station
- Niagara Fire Station
- St. Germain Fire Station

Other Buildings

- Transfer Stations—3 private, Minneapolis, Winnebago County, WI
- Austin Straubel Airport Terminal Building Expansion, Green Bay
- Bay Beach Wildlife Sanctuary Woodlands Building, Green Bay
- Booster Stations—Ashwaubenon, Madison
- Schneider Corporate Headquarters, Ashwaubenon
- Denmark State Bank—Bellevue, Denmark, Wrightstown, Maribel
- Environmental Management Center, University of Wisconsin - Madison
- Libraries—Ashwaubenon, Kewaunee, Peshtigo
- Park Facilities (shelters, restrooms)—Ashwaubenon, Bellevue, Edgerton, Green Bay (over 10), Sharon, Weyauwega
- Schools—Brodhead Elementary, Denmark Middle School, Kimberly High School
- Wastewater and Water Treatment Facilities—Over 25 in Wisconsin
- Well Houses—Ashwaubenon, Brokaw, Cleveland, Whiting
- Wisconsin Information Center, Hurley



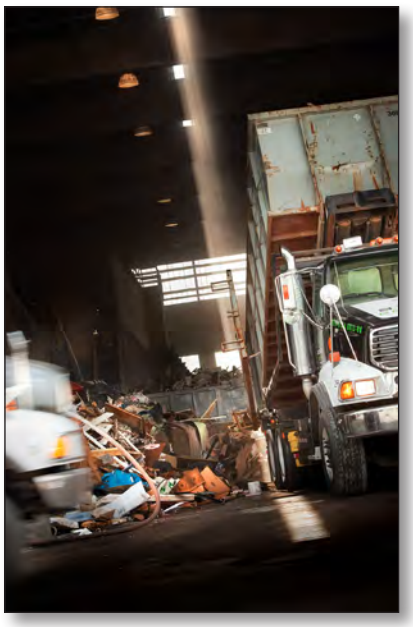
City of Minneapolis Solid Waste and Recycling Division

Minneapolis, Minnesota

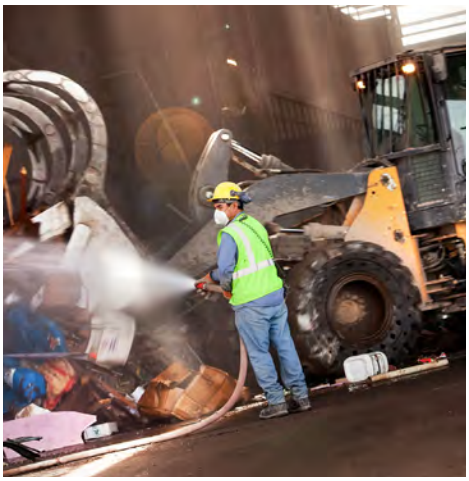
Foth assisted the city of Minneapolis with planning, permitting and strategic consulting processes, including:

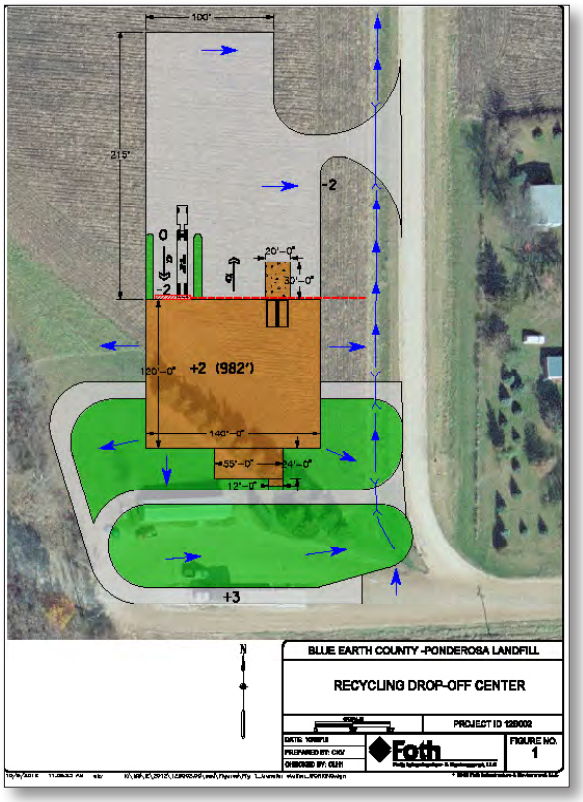
- **Joint HHM/Transfer Station Project with Hennepin County.** On behalf of the city of Minneapolis (City), Foth worked with the City Solid Waste and Recycling Division and Hennepin County Environmental Services to assess the needs for an HHM Facility combined with a transfer station capable of handling the City's voucher program. Hennepin County was interested in siting at least one, and preferably two, permanent HHW facilities in Minneapolis. The City was interested in combining some of their solid waste services at sites with Hennepin County (city services will include a drop-off for recyclables, electronic wastes, appliances, C&D wastes, and municipal solid wastes). The preliminary phase included determining potential site sizes for stand-alone and combined facilities. A Preliminary Facilities Options Analysis was prepared

that defined the base level of services for each operation. The base service levels provided the data to develop preliminary needs for site size and location. Potential site selection criteria were developed. The report concluded that there are significant potential cost saving advantages for a joint project. The second phase included developing conceptual site layouts for several specific sites proposed by the City. The conceptual layouts worked with the constraints of the existing sites to effectively handle the HHM customers separately from the voucher customers while recognizing that some customers will have materials for both the County and City programs. A potential site was tentatively identified as a preferred site and several layouts were developed specific to the site.



- **South Transfer Station Remodelling.** Foth assisted the City of Minneapolis with a traffic and transfer station improvement project. The traffiic flow at the facility required customers to weigh multiple times. Foth worked with the City of Minneapolis to redesign the traffic flow, add a new scalehouse and add a 70 foot scale, all while the transfer station remained open. Additionally, the transfer building, built in the early 1900s, required improvements to operations and stormwater management at the facility. The site improvements had to take into consideration a high pressure natural gas line that was under the improvement area. Foth provided strategic consulting, engineering, and construction observation services for the project. The project was completed in 2010 and significantly improved the operations of the Minneapolis South Transfer Station.
- **Mattress Recycling.** Foth provided consulting assistance to the City of Minneapolis to plan and draft a request for proposals (RFP) for mattress collection and recycling services. Foth researched the existing state-of-the-art in mattress recycling technologies and service providers in Minnesota. A list of prospective responders was developed as a means to solicit proposals and anticipate potential responses.





Blue Earth County Recycling Drop-Off Center

Mankato, Minnesota

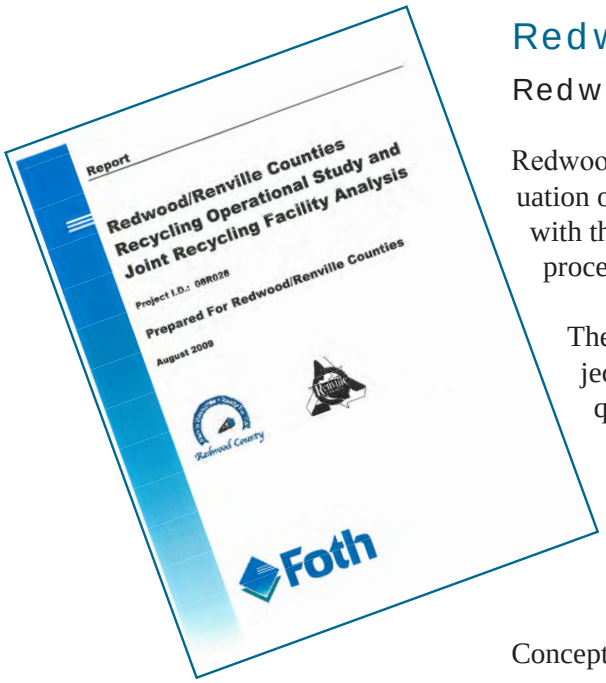
Foth has worked with Blue Earth County for over 15 years providing strategic solid waste consulting, landfill engineering services and regulatory permitting to support the Ponderosa Landfill and the integrated waste programs in the County. In 2011, Foth and the County met to establish the framework for the construction of a recycling and customer convenience center at the Ponderosa Landfill. The landfill is a regional disposal site where individual haulers bring waste and recyclables. The County desires to construct a building to assist haulers with convenient disposal and recycling options and to capture more recyclable materials at the landfill.

Foth facilitated a brainstorming meeting for the convenience and recycling facility that identified the County's wants, needs, constraints, opportunities and budgets for the building. The meeting also addressed customer access, material management, material loadout, regulatory compliance and future facility expansion options. This initial meeting provided the framework for the initial design of a recycling and customer drop off building with an integrated scalehouse.

After initial designs were completed, Foth again met with Blue Earth County to discuss building function, access for customers, traffic flow patterns and turning radius for vehicles using the facility and material load out vehicles, material flow patterns and scalehouse operations including employee and meeting facilities. This follow up meeting helped the County refine their wants and needs for the facility and identified potential constraints to a functioning facility. Foth aided the County in identifying existing facilities that could be utilized in the proposed new facility. This helped the County save money by not replacing items that could be used for the new facility.

With the facility more refined, Foth developed the engineering cost opinion for the facility. The cost opinion addresses costs for site works and improvements, building, lighting, electrical, plumbing, heating/ventilation, sanitary facilities and regulatory requirements. With the cost opinion, the building design is further refined to bring the facility in line with the available budget.

Overall, the process used by Foth helped Blue Earth County move from an idea to a conceptual layout of a customer recycling and convenience facility that meets the needs of the County to increase recycling and provide convenient access to disposal and recycling facilities for individual haulers.



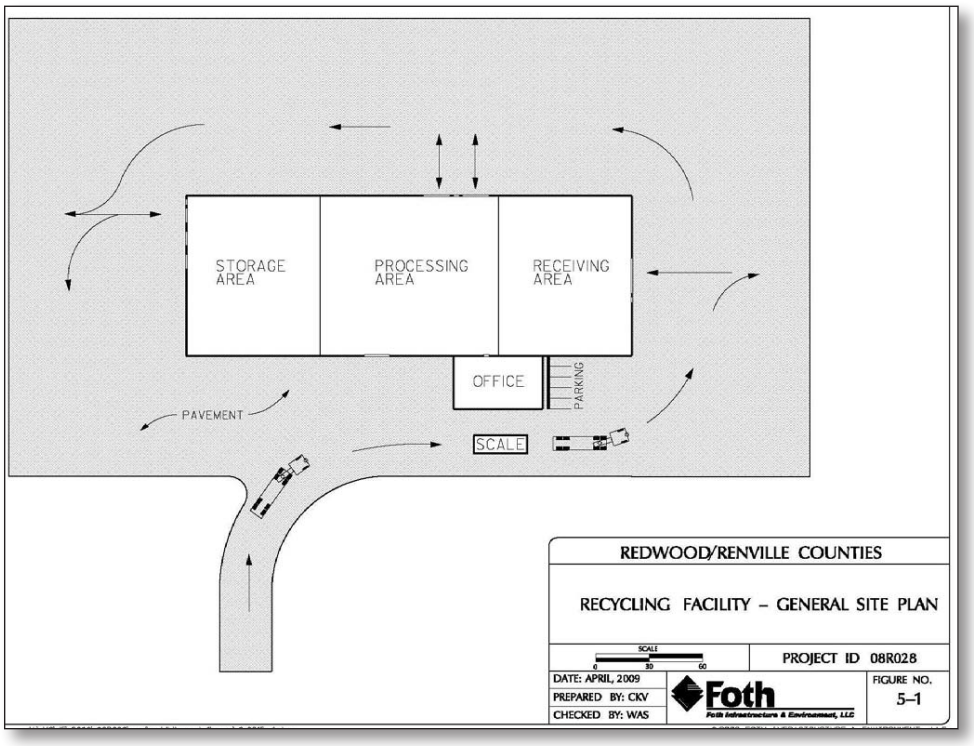
Redwood-Renville Counties

Redwood Falls, Minnesota

Redwood and Renville Counties hired Foth in 2008 to conduct an evaluation of their existing recycling collection and processing programs with the intent of potentially developing joint recycling collection and processing operations.

The assessment examined the demographics and population projections for the counties to provide estimates of future recyclable quantities and composition. It was estimated that the counties would generate approximately 3,000 tons per year. Current and future recyclables collection approaches were analyzed, including single and dual stream. Dual stream was the existing system and was the recommended future collection method.

Conceptual processing facility approaches were identified with preliminary capital and operating costs for two different approaches — a single sorting line and a separate paper and container sorting line. Three potenital sites were identified by Redwood County and the sites were evaluated against pertinent criteria for the processing facility.



Institutional arrangements were reviewed such as different owner/operator options, joint powers board formation, recyclable material flow measures, workforce development opportunities, and public education needs. The counties have not yet secured funding as state grant funding was not available. They recently were awarded a grant for $1.9 million from the Minnesota DEED. Foth is currently working with the Counties to meet the grant requirements leading to design and construction of the recycling facility.

Pelican Rapids Transfer Station

In 2002, Foth assisted the County in designing, permitting and constructing a new transfer station at one of its existing citizen drop-off sites. Otter Tail County is known for its lakes and vacation homes. Waste volumes during tourist season can vary greatly from the off-peak time of year. Therefore, in the design of the new transfer station, Foth had to evaluate this range of waste flows and vacationer visits in order to determine the best size, access and vehicle flow on site.

Fergus Falls Transfer Station

With the closure of the State Hospital in Fergus Falls, the local MSW incinerator lost its customer for steam and therefore closed as well. The City asked the County for assistance with MSW management services. In 2005, the County, with the assistance of Foth, started the site selection process for a new transfer station. Foth then provided preliminary designs for the local, state and federal permitting process. The project became a very public and delicate project that required expertise in wetlands, archeology, transportation, surface water management in addition to traditional building design. Foth provided information studies, environmental impact review for an Environmental Assessment Worksheet (EAW) and for the Federal Aviation Administration (FAA). The permits were in place in 2007 and Foth provided the detailed construction plans and specifications for bidding and construction management services. The building was completed in late 2009.

"Otter Tail County is proud of our integrated solid waste management system and pleased with the services provided by Foth. Throughout our relationship with Foth, we have found their staff to be very professional and committed to us as a client. Projects have been completed on time and on budget. Because of the numerous and varied permits that Otter Tail County has, we have been especially happy with the strong professional working relationship that staff from Foth have with the various state agencies."
--Michael Hanan, Director

St. Louis County Solid Waste Department

Virginia, Minnesota

MRF Design and Construction Administration. St. Louis County contracted with Foth to design the County's new recyclables processing facility located at their regional landfill in Virginia. This MRF will handle approximately 7,000 tons per year of mixed paper and commingled containers. The general contractor and processing equipment bids came in under budget. Foth provided contract administration services through construction, which included processing equipment performance testing. Total project costs for St. Louis County were approximately $2.3 million.

Public/Private MRF Operations Contract. Foth helped the County develop an operating contract for their private operator. The O&M Plan was developed with Foth oversight.

Hibbing Transfer Station. Foth designed and provided construction-related services for a new transfer station located in Hibbing. The transfer station is used to receive and transfer MSW, commingled recyclables, and HHW from residents and businesses in the Hibbing area to St. Louis County's regional landfill, MRF, and HHW facility located in Virginia, Minnesota. The facility includes a HHW satellite station, which can be operated in conjunction with or separate from the transfer station operation.

Winneshiek County

Decorah, Iowa

MRF Design and Construction. Foth and a local subcontractor, Gardner Architecture, provided design, equipment procurement, and construction observation services to the County for its Recyclables Processing Facility. Foth finalized the conceptual layout, incorporating many environmental and sustainability goals of the County. The recyclables processing equipment was specified and procured. This included a horizontal baler and a commingled recyclables sorting line to handle both paper and containers safely operated by the HDAC.

The site work and building design documents were prepared. Finally, the construction and equipment installation process was observed including shop drawing review and observation of the processing equipment performance tests. Assistance was provided during start-up to improve operating efficiency. State grant funding was obtained for the project. Foth received an award from the County for management of this project.

Carroll County Solid Waste Management Commission

Carroll, Iowa

Foth has completed several projects for the Commission:

- **Strategic Planning.** Foth led the Commission's five-member Executive Board through a day-long strategic planning session to identify its primary mission and the activities to be completed in fulfillment of that mission. During the session, participants identified short-, mid-, and long-term (six months to ten years) goals. As part of the follow-up to this activity, Foth reviewed and completed 30-year life-cycle analyses for five disposal alternatives, including expanding the landfill, marketing landfill space to add 50 tons per day to existing waste flows, and transferring waste to another landfill. The financial comparisons, combined with policy observations about the five alternatives, provided the Executive Board with the information needed to adopt and amend the goals identified during the planning session.

Through an ongoing general advice contract, Foth provides advice and assistance to the Carroll County Solid Waste Management Commission (Commission) on a number of solid waste management issues. Assistance provided in the past has included landfill permitting and construction, recycling facility construction, maintenance shop plans and construction, regional planning for five counties, and detailed financial planning.

- **MRF Options Analysis.** In follow-up to the strategic planning goal of increasing overall Commission operational efficiency and safety, Foth reviewed MRF operations to address several critical health and safety related items. Five facility options were developed and cost estimates prepared to address material handling, ventilation, and general safety issues. The primary material handling changes included an elevated paper sorting line and a new horizontal baler. Recommendations were developed and presented to the Commission for their consideration and approval.
- **MRF Expansion/Grant Funding.** As a result of the MRF options analysis, the Commission hired Foth to complete the design and construction administration of a significant MRF expansion. Additional equipment, including an elevated, enclosed paper sorting line and higher throughput horizontal baler, was procured and a building addition of over 8,000 square feet designed. Considerable effort was given to efficiently incorporating the addition to the existing site and material handling activity. As a side, but related issue, roof drainage problems with the existing buildings were improved. The container sorting line continues to be staffed by the local handicapped workforce agency. DNR grant funding was obtained.

Waste Commission of Scott County

Davenport, Iowa

Foth provides solid waste management consulting assistance to the Waste Commission of Scott County (Commission) on a number of issues, including MRF construction administration handicapped labor contracting, design and construction of a household hazardous materials facility, and design and construction of an electronic waste processing facility.

- **MRF.** Foth provided construction administration services during the construction of the Commission's MRF. The Waste Commission of Scott County MRF is designed to handle approximately 75 tons per shift of commingled containers and mixed paper. The 21,500-square foot facility contains an elevated sorting line for commingled

containers; an elevated sorting line for mixed paper; and a single-ram, horizontal baler with a submerged conveyor located between the container and paper sorting lines. Materials from the sorting line are directed to the submerged conveyor feeding the baler. Activities included the cost-benefit analysis of existing design with identification of cost reduction measures prior to construction, overall project administration, construction observation, shop drawing/submittal review, change orders, testing and inspection coordination, equipment performance testing, and schedule monitoring.

- **MRF Operations.** Foth's assistance in development of MRF operations also included three other tasks
  - Negotiation of a labor contract with the Handicapped Development Center, Davenport, Iowa.
  - Development of a Commission staffing plan for the MRF operation, including participation in the hiring process.
  - Development of a facility operations plan.

- **Regional Collection Center (RCC)/Grant Funding**. The Commission received a grant from the Iowa DNR to establish a permanent RCC for household hazardous waste. Constructed at the landfill, the RCC is a masonry building with a hazardous occupancy screening vestibule, a separate, portable flammable materials storage building, a large, non flammable bulking area, and a loading dock. The exterior design of this building is consistent with that of the landfill administration building and creates an attractive entrance area to the site with a uniform facility appearance, effective traffic patterns, and economical operation and maintenance.

- **Material Recycling Center Improvements/Sustainable Building/ Grant Funding**. In addition to providing construction administration services to the Commission during the initial 1996 construction of the Scott Area Recycling Center in Davenport, Iowa, Foth provided planning and design services for Education/Board Room and satellite household hazardous material (HHM) additions. These additions were integrated into the ongoing operation of the facility and provided the opportunity to include additional needed office space. The education/board room was included in a second-story addition over the existing one-story office area in order to

provide a viewing window from the education room to the existing recycling sorting, baling, and storage areas. Materials used in the construction of this addition included, when practical/ economical, products manufactured from recycled or sustainable products as an on-site demonstration to visitors. Prior to the completion of this room, Commission staff led tours of the facility by allowing viewing of the processes from the processing floor, which affected operation and did not provide an appropriate level of safety for a tour participants. Since the completion of the addition, and through the use of an audio-visual system that projects images of each step of the recycling process onto a drop-down screen, the tour participants can view the recycling process from trucks scaling in to materials being loaded out. This audio-visual system is also integrated into the Commission's computer system for ease of use in presentations.

The satellite HHM addition allows the Commission to provide a convenient location for material collection and management closer to the center of population for its service area. Foth worked closely with Commission staff to effectively integrate this satellite HHM facility into the existing site/facility and overall HHM program.

- **Electronic Processing Facility/ Grant Funding.** As part of the Commission's continued program improvement for the citizens and businesses served, it has developed a regional program to collect and recycle material from used electronic devices. Foth assisted the Commission in evaluating siting options, development costs, and program operation. The electronic processing facility was constructed on land adjacent to the existing Scott Area Recycling Facility in order to take advantage of staff and equipment sharing between the two facilities. The electronic processing facility started operation in spring 2005 and also has incorporated recycled content and sustainable products. The program has been successful at collecting electronic materials from the region and from public solid waste agencies from as far away as 175 miles.

- **Garbage and Recycling Collection Analysis.** The Waste Commission of Scott County (Davenport, Iowa, Area) retained Foth to complete a detailed analysis of the solid waste collection operations for two Commission members - the cities of Bettendorf and Davenport. The analyses covered critical issues such as:

- Existing system review.
- Productivity analysis of collection routes.
- Conversion to automated garbage collection and single-stream recycling collection and processing.
- Benchmarking the existing operations to comparable communities.
- Bulky waste collection efficiency analysis.
- Privatization.

Cost efficiencies were identified to save over $100,000 per year for each city. Recommendations were developed for automated collection, single-stream recycling, and dramatic changes for bulky waste collection.

Dodge County Scalehouse/Office and Scale

Mantorville, Minnesota

Dodge County Environmental Services Department owns and operates a transfer station south of Mantorville, Minnesota. The transfer station facilities were in need of upgrades. Dodge County turned to Foth to help with the conceptual design and layout for a new scalehouse/office, new truck scale and access to the transfer station. Foth met with Dodge County staff to obtain conceptual ideas for the new truck scale and scalehouse/office and develop the list of must have's, needs and wants for the facility along with developing an understanding of the budget and local requirements for the project. This initial meeting helped Dodge County and Foth develop the framework for the design of the access to the facility, the truck scale platform including customer convenience features and the new scalehouse/office facility.

Foth took the general concepts provided by Dodge County and develop preliminary conceptual plans for the access, new platform scale and the scalehouse/office space. These preliminary plans were presented to Dodge County along with an engineering cost opinion for construction of the facilities. Upon review by both Foth and Dodge County, changes were made to the plans to meet local requirements and provide for long term functionality for the facilities. Additionally, customer convenience items were added like an intercom for customers that use the scale, a camera for load checking on the scale, a payment window so customers can complete transactions easily and traffic signal lights to control both inbound and outbound scale traffic. Improvements were also made the scalehouse/office to provide natural lighting, upgrades to insulation to make the building more energy efficient and on demand hot water systems to remove the need for a large hot water tank for the building.

Foth developed final plans and specifications for the scalehouse/office building and the new truck scale and assisted Dodge County in the bidding and contract award process. Since the scalehouse/office and the new truck scale are two different types of projects, Dodge County chose to bid and award the projects separately. Foth assisted in contract change orders, contract payment application and construction inspection throughout the project. Upon substantial completion, Foth issued a punch list of items for completion and assisted Dodge County with project close out services.

The scalehouse/office and truck scale at the Dodge County transfer station improved the facility by allowing for efficient customer processing and a central location for both office and scalehouse functions to be conducted. The scalehouse/office is energy efficient and will provide Dodge County with functional space for many years.

South Central Iowa Solid Waste Agency

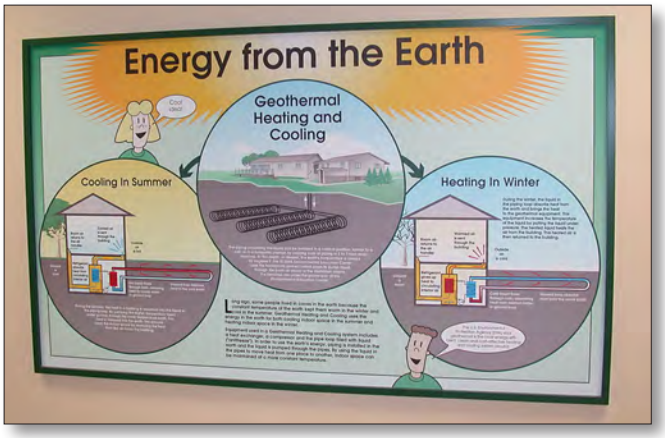
Knoxville, Iowa

Foth provides strategic planning services to the Agency, including the following projects:

Strategic Business Planning. The South Central Iowa Solid Waste Agency (Agency) appears to be in an enviable position. The landfill has ample capacity; waste quantities continue to increase; revenues and cash reserves continue to increase; and the landfill tipping fee has not been raised for several years. Although the situ-

ation is now good, the Agency decided to implement a planning process to predict future challenges and prepare to address them. Foth worked with the Agency's Executive Board and representatives of each member county to:

- Review the Agency's mission statement and guiding principles.
- Identify existing or potential challenges. One result of an industry screen was the realization that Waste Management and BFI-owned companies now control 30 percent of the waste stream with several additional haulers (another 24 percent of the waste stream) also targeted for acquisition.
- Identify a development schedule for new cell construction.
- Establish a dedicated equipment replacement schedule and reserve fund.
- Review the Agency's current role in the provision of recycling collection and processing services and recommend changes needed to guarantee service continues to be available.
- Predict long-term capital and operating costs for the total integrated solid waste system.
- Make recommendations about landfill tipping fees, reserve fund structures, and alternative funding sources. As a result of preliminary meetings and discussions, the Agency purchased an MSW transfer station from one of its county members and may review the need to initiate waste delivery contracts with area haulers.



Education Addition and Office Renovation/ Grant Funding. The Agency selected Foth to assist in developing an addition to their existing office/ scalehouse at the Agency's landfill entrance. The Agency's goals included utilizing energy efficient, sustainable systems and materials in the addition in order to demonstrate to visitors how these concepts could be incorporated into a small-scale building in an economical manner.

The facility was partially funded using an Iowa Department of Natural Resources SWAP grant. As part of grant funding approval, Foth assisted the Agency in negotiating the grant requirements, including LEED criteria, for the development.

Foth worked closely with the Agency staff to identify sustainable systems and materials that would be functional, economical and still meet

the Agency's demonstration goals. Foth provided planning, design, bidding and construction administration services for the project. Systems and materials used included geothermal heating and cooling, exterior siding manufactured from recycled materials, flooring manufactured from recycled and/or sustainable materials, ceiling system manufactured from recycled materials, treated wood products using sustainable materials rather than hazardous materials, increased levels of insulation in the building envelope, insulating/remain-in-place concrete forms for the basement walls, minimizing the disturbed footprint on the site, porous paving surfaces, and other concepts.

Foth also assisted Agency staff in developing a construction material recycling program for use by the contractor during the construction period. A rain garden and prairie vegetation landscaping plan was developed for the Agency to implement over time as part of the site plan and education program.

Olmsted County Material Recycling Facility

Rochester, Minnesota

Olmsted County is considering the development of a single stream MRF. The County is evaluating the advantages and disadvantages of a range of facility options (e.g. throughput, size, flexibility, durability of systems, among others) relative to development (capital improvement) costs and long-term costs. Foth provided preliminary opinions of construction costs for different size facilities depending on how large a service area the facility could potentially serve, as well as different durability of building materials.

Foth identified two existing single-stream recycling facilities that matched the size throughputs desired and obtained their existing building size information, as well as preliminary "future" plans developed for these facilities. Foth provided preliminary construction cost opinions for metal and fabric building type options with throughputs of 15 tph-single shift, 15 tph-two shifts, and 25 tph-one shift. Project assumptions, sizing, and preliminary site layouts were included in Foth's report to the County as well as the advantages and disadvantages to each option.

Municipalities, Counties, Public Organizations with Whom Foth Has Worked

	Conceptual/Planning & Schematic Design	Permitting	Development Plans & **Specifications**	Bidding Assistance	Construction Administration & Observation	Transfer Station Design/ Construction	Materials Processing Facility Design	HHW Facility Design	Equipment Maintenance/ Scale Building Design	Life Cycle Cost Analysis/ Financial Planning
Minnesota Clients										
Blue Earth County	◆	◆	◆	◆	◆			◆	◆	◆
Otter Tail County	◆	◆	◆	◆	◆	◆			◆	
St. Louis County	◆	◆	◆	◆	◆	◆	◆	◆		◆
City of Minneapolis	◆	◆	◆	◆	◆	◆				◆
Dodge County	◆		◆	◆	◆	◆				
Olmsted County	◆						◆			
Iowa Clients										
Cedar Rapids/Linn County	◆	◆	◆	◆	◆				◆	◆
Waste Commission of Scott County	◆	◆	◆	◆	◆		◆	◆	◆	◆
Metro Waste Authority	◆	◆	◆	◆	◆	◆			◆	
South Central Iowa Solid Waste Agency	◆	◆	◆	◆	◆				◆	◆
Carroll County	◆	◆	◆	◆	◆		◆		◆	◆
Wisconsin Clients										
Outagamie County	◆	◆	◆	◆	◆					◆
La Crosse County	◆	◆	◆	◆	◆			◆	◆	◆
Brown County	◆		◆	◆	◆	◆				
Winnebago County	◆	◆	◆	◆	◆	◆	◆	◆		◆
Shawano County	◆	◆	◆	◆	◆					
Illinois Clients										
Joint City/County of Peoria	◆	◆	◆	◆	◆					◆
Knox County	◆	◆	◆	◆	◆					◆

Foth has the expertise to see the City's project through from planning through design, contracting, and operation.

References

Blue Earth County
410 South Fifth Street
Mankato, MN 56002
Contact: Scott Fichtner
Phone: (507) 304-4385
Email: scott.fichtner@co.blue-earth.mn.us

City of Minneapolis, Minnesota
Solid Waste & Recycling
309 - 2nd Avenue South, Room #210
Minneapolis, Minnesota 55401
Contact: Jeff Jenks
Phone: (612) 673-3534
Email: jeff.jenks@ci.minneapolis.mn.us

Ramsey/Washington Counties Resource Recovery Project
2785 White Bear Avenue
Maplewood, Minnesota 55109
Contact: Zack Hansen
Phone: (651) 266-1160
Email: zack.hansen@co.ramsey.mn.us

Redwood County Environmental Services
P.O. Box 130
Redwod Falls, MN 56283
Contact: Brian Sams, Recycling Coordinator
Phone: (507) 644-2800
Email: redcorec@redred.com

Scope of Services

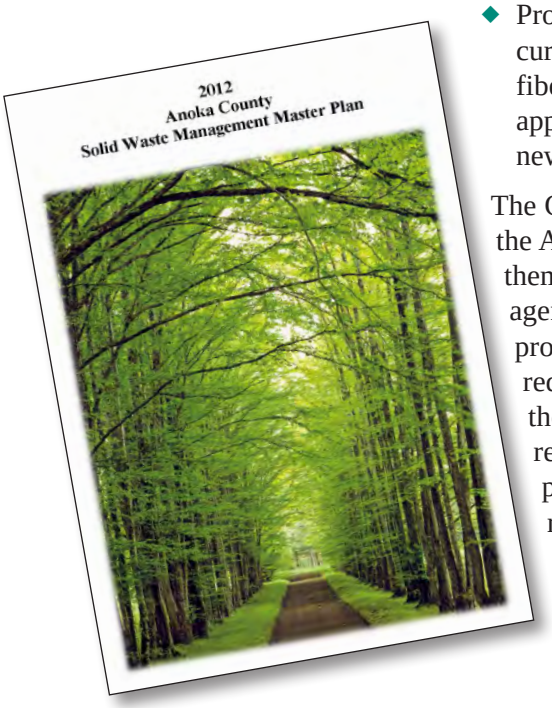
3

OUR UNDERSTANDING OF YOUR PROJECT

The City of Ramsey, in Anoka County, is a developing suburb in the northwest section of the Twin Cities, with an estimated current population of 23,500. The City presently contracts for curbside recycling services with ACE Solid Waste. Residential and commercial garbage service is an open, subscription, system. The City also offers two "cleanup and recycling" events per year. These events offer residents an opportunity to properly dispose of materials that are not collected in the curbside recycling program, such as fluorescent light bulbs, scrap metal and used motor oil, or in typical garbage services, such as electronics, mattresses, tires, etc. The City understands that optimal service to residents would allow them to properly recycle and dispose of these items on a regular basis as recycling or disposal is needed. The City has been awarded grant funds by Anoka County to develop a plan for a year-round recycling drop-off center that can be a model for other Anoka County municipalities.

Specifically, the City's objectives for the project are to:

- Assess and identify the key factors and criteria associated with the potential development of a full service, year-round recycling drop-off center.
- Develop a non-site-specific plan for such a drop off center that could be implemented in the City of Ramsey, and, potentially, other Anoka County municipalities
- Provide residents a year-round option for recycling of standard curbside recyclable materials (glass, metal and plastic containers, fiber grades) as well as other recyclable materials such as appliances, electronics and mattresses, and additional materials as new recycling markets emerge.



The City of Ramsey, as an Anoka County community, is subject to the Anoka County Solid Waste Management Master Plan. The key themes of accountability, waste as a resource, the solid waste management hierarchy, generator responsibility, government as a leader, product stewardship, private sector initiatives and greenhouse gas reduction underline all elements in the County Plan. Goal 1 of the Plan seeks to reduce greenhouse gas emissions and conserve resources. Goal 2 of the Plan emphasizes integration of the plan parts; managing waste to minimize landfilling, emphasizing reducing waste generation and increasing reuse, recycling and source-separated management of wastes. Goal 3 seeks to manage waste cost-effectively and Goal 4 promotes shared responsibility

for waste management between producers, retailers, consumers, citizens and the government. The current solid waste management system in Anoka County is a mix of proven methods and innovative, cutting-edge approaches developed in cooperation with county stakeholders.

A year round recycling facility in Ramsey will support all of the County goals. Local responsibility for locally generated wastes argues for a drop-off facility that is convenient for Ramsey citizens to use, from the standpoint of location and hours of operation. A drop-off location in Ramsey will provide shorter travel distances, with lower greenhouse gas emissions, than other more distant locations. Anoka County no longer provides HHW collection events; all HHW must be taken to the County facility in Blaine, which also accepts the recyclables that Ramsey seeks to collect. The County Plan notes that in 2010, 774 Anoka County residents used a facility or collection event in another county, presumably because of the increased convenience of that event's time or location. Many items such as mattresses, tires and appliances, termed "problem materials" that Ramsey seeks to accept from its residents are not accepted at the HHW facility.

The County provides funding to the municipalities to provide and promote problem material collection opportunities for their residents. These events are usually held twice a year and can be expensive to conduct. A drop-off facility in Ramsey for these materials will not only be more convenient for residents, but will emphasize the shared responsibility for waste management that the Plan promotes. The County encourages non-residential sector waste reduction and recycling, but these services can be cost or space-prohibitive for some businesses. The County encourages these businesses to either hire a service provider specifically for those recyclables, or to self-haul recyclables to a drop-off facility. A recycling drop-off facility in Ramsey can provide an important service to small business owners and promote the goals of the Plan. In addition, these businesses may be encouraged to recycle under-represented materials, such as corrugated cardboard and film plastics, and be pilot entities for aggressive source reduction through enhanced recycling.

BARRIERS TO SUCCESS

In every community, there are groups of "BANANA" (Build Absolutely Nothing Anywhere Near Anyone) individuals and NIMBYs (Not In My Back Yard). Foth has found that through true public participation and public engagement processes, and careful planning, site selection and site design, opposition to any "waste facilities" is a

barrier that can more likely be overcome. In addition, if public operation or management of the potential facility is proposed, there may be businesses in town that feel threatened by additional "government" functions. Foth could help facilitate a structured discussion with the City and County staff to identify the potential pitfalls and roadblocks that may be encountered and potential mitigation measures. Foth uses this type of risk management assessment as a standard tool in kick-off meetings to jointly plan participative solutions that will increase the likelihood of a successful project.

SCOPE OF SERVICES

Foth will identify the key factors and criteria associated with potential development, and will develop a non-site specific plan for a full service, year-round recycling drop off center that could be implemented within the City of Ramsey, and potentially other Anoka County municipalities. The center will handle standard curbside recyclables, other "problem materials" and have the planned space and facilities available to handle future materials as new markets emerge. The end result will be an implementable plan that Ramsey can use to develop its own drop-off center, and that other Anoka County municipalities can use to plan and develop additional drop-off centers in the future.

Task 1 — Facilitate a Project Kickoff and Scoping Meeting

Foth will facilitate a kick off meeting with City Staff and others as identified by the City to discuss the following:

- The Vision for the project.
- Materials that the City expects to collect now and in the foreseeable future.
- Data that is available from the City regarding projected amounts (throughput) of material.
- Envisioned hours of operation.
- The possible addition of a redemption ("cash for cans") option.
- Zoning codes and maps, and direction on the zoning district(s) that a facility could be located in.
- Preference for in-house staff vs. contract (partner) operation of the facility.

- The potential for HHW satellite operations in the future, on an event or regular basis
- Risk assessment to identify major risks / threats to the project and potential mitigation measures.

If data on projected amounts of materials are not available, methods to project the 5, 10 and 20 year use of the facility should be agreed upon. City staff and Foth will also discuss the initial set of local factors and criteria that Ramsey and Foth believe will be key to successful development of a drop off center (access, safety, materials accepted, etc). If the City envisions partner-operations of the facility, identification of those potential partners and scheduling of a series of "interest" meetings with potential partners should occur. Consideration could be given by the City as to the desirability of a meeting or education room or area in the facility which could provide enhanced education services in the near term, and accommodation of growth needs for the future. Finally, there should be a discussion of the potential for a future "satellite" HHW facility, either full time or on certain dates, at the drop-off location, to best accommodate the needs of Ramsey and other residents in the area for a full-service environmental facility.

Task 1 Deliverables:

- Facilitation of the kick-off meeting
- Verified scope of the project, including data available from the City on tonnage and projected citizen and business use, and/or sources or methods for necessary data acquisition, uses of the facility (including near-term education activities), initial determination of acceptable materials to be collected, determination of potential partnership determination activities, potential for future HHW activities, and project risk management and public participation plan.
- A more detailed project timeline, with determinations of data acquisition and potential partnership discussions.
- A project memo, verifying for planning purposes the acceptable materials, tonnages or other measure of materials expected and use by citizens and businesses of the facility.

Task 1 Timeline: Two weeks after execution of the consultant contract.

Task 2 — Develop Non-Site-Specific Plan for Full Service, Year-Round Recycling Drop-off Center

Foth will develop a plan for a full service, year round facility that has the following components:

- Basis for planned capacity, including acceptable materials now and as envisioned for the future, form(s) of acceptable materials (co-mingled, partially separated, processed, loose only, etc.) and through-put customer visits and tonnage estimates.
- Recommendations for minimum property size necessary, and for additional property required for expected future operations.
- Recommendations for minimum building requirements, and requirements for expected future operations, including:
  - Size, exterior finish to comply with zoning requirements, loading and processing areas, interior layouts, safety and hygiene needs, meeting room or community needs, future expansion layouts and accommodations
  - Options for a Sustainable Building (LEED or equivalent standards), and sustainable practices in the operation of the facility.
- Recommendations for optimal configurations of a site, including dedicated customer and vendor traffic flow, one-way throughput, turning and storage areas, etc.
- Recommendations for equipment needs for the immediate, mid and long term uses of the facility, including scenarios for partner and City operations.
- Estimate of base cost, excluding land and land development costs, of the initial facility.

Task 2 Deliverables:

- Draft report containing the items in Task 2, including tables and figures describing facility and operations.

Task 2 Timeline: Six weeks after kick-off meeting.

Task 3 — Assess and Provide Recommendations on Potential Partnerships with Private Sector and **Non-Profit Sector for Facility Operations**

In the metro area, there are various models of public-private, public-non-profit and public-private-non-profit joint operations of drop-off facilities and materials processing and recycling operations. The Anoka County Solid Waste Plan highlights the importance of government, resident and business partnerships to achieve solid waste management goals. There are opportunities for an innovative approach to management of the new facility that will take advantage of strengths of all partners to achieve an optimal facility and set of services for the City.

After the kickoff meeting, Foth will develop a matrix of operations options for the facility, using the preferences indicated by the City. The matrix will include various accepted commodities, options for management, and pluses and minuses of the management options. After consultation with the City to determine their preferences, Foth will facilitate a site visit/meeting with City-selected private sector and/or non-profit entities to discuss potential management options for the facility, and the potential interest of the entities in such management. Foth will prepare a memo outlining potential partnerships, pluses and minuses of such partnerships, and specific methods (contracts, RFPs' etc) for implementation.

Task 3 Deliverables

- Matrix of options for operation of a facility.
- Facilitated meeting with City staff to fine-tune the options, determine City preferences.
- Facilitated site visits/meetings with potential partners to introduce operations options, gather input and feedback on options, and determine interest and potential involvement. For purposes of the estimated cost, up to three (3) site visits/meetings are included.
- Draft report section outlining potential partnerships, pluses and minus of various partnership structures, potential methods for implementation of selected structures.

Task 3 Timeline: Two months after kick-off meeting.

Task 4 — Final Report

The Draft Report Sections in Tasks 1, 2 and 3 will be finalized and compiled into a Final Report for the City, with an additional section containing "Next Steps" for the City's implementation of the Plan.

Task 4 Timeline: Three months after kick-off meeting.

Optional Task 5

Public Participation Planning

Foth will facilitate an initial discussion with the Project Team at the kick-off meeting to identify any major risks to the project's success and potential measures to mitigate those risks. Potential opposition from neighbors, other citizens and/or business interests will be discussed. If the probability of such risks is real enough, and if the threat to the project is significant enough, proactive plans can be developed. Such plans may include more active citizen and business participation and public relations strategies. The kick-off meeting should provide a preliminary framework including roles and responsibilities for the project team. Foth proposes to conduct a second meeting with the project team to present and finalize a more detailed public participation plan.

Optional Task Deliverable: A detailed public participation that is agreed to by all three parties, City, County and Foth.

Optional TaskTimeline: Two weeks after the kick-off meeting.

Additional Optional Tasks

The RFP allowed for optional additional tasks to be proposed. We understand that these are concepts to be considered by the project team, but that we have not included in the above base scope of services and budget.

Foth suggests the following optional tasks be considered:

- Tour of other recycling drop-off centers in the Twin Cities Metro Area. Two types of facilities should be targeted and planned for the tour:
  - Without household hazardous waste (HHW)
  - Including HHW
- Photographic survey of other recycling drop-off centers of similar size and scope to the proposed Ramsey facility.

Process, Services, Deliverables

4

Foth

4 | Process, Services, Deliverables

As a client-centered firm, Foth takes its lead from the needs and desires of the client. We understand the needs of the City of Ramsey as stated in its RFP and the Anoka County Solid Waste Master Plan. Our Scope of Work was designed to create an efficient process flow that will ensure success of this project.

Specifically, the Kick-off meeting will clarify the City's vision for the project, specific tasks to be completed, project timelines, and City values for the success of the project. Information that Foth will need from the City to complete the project will be requested and any optional or additional tasks will be formalized. The project memo delivered at the completion of Task 1 will ensure that all parties are "on the same page."

As Foth develops the facility plan, there will be contact with City staff to make sure that the Zoning and Planning requirements of the City are met and that Foth remains on-track with timelines and deliverables. As Foth builds the matrix of design and operations options, we will leverage those contacts and conduct meetings, tours and other optional activities that the City selects. At approximately fifty percent (50%) project completion, Foth will request a meeting with the project team to update all parties on progress of the project and make any mid-point corrections needed.

The Final Report will be delivered to the City first in draft form, for review and comment. Finalization of the report, meetings with the project team and others, draft revisions, and next steps will occur in partnership with the City, in compliance with the project contract.

Information Needed from the City

The Kick off meeting will clarify and finalize the City's goals for the project. At that time, the specific information that Foth will need from the City will be determined. At this time, it is expected that Foth will ask for:

- Tonnage and participation data at previous event collections;
- A meeting with the Ramsey Community Development and Engineering Departments to understand the zoning and building requirements of the City for the recycling facility;
- Access to maps or other documents for eventual determination of potential locations for a recycling facility;
- Traffic, water and sewer line information for eventual determination of potential locations for a recycling facility;
- Existing contracts with potential operations contractors or the city "standard" for contracts with possible future partners.

Timing

5 | Timing

The following table summarizes the schedule for the tasks in this project.

Task	Timeline
Task 1 — Project Kickoff and Project Management	Two weeks after execution of the consultant contract.
Task 2 — Develop Non-Site-Specific Plan for Full Service, Year-Round Recycling Drop-off Center	Six weeks after kick-off meeting.
Task 3 — Assess and Provide Recommendations on Potential Partnerships with Private Sector and Non-Profit Sector for Facility Operations	Two months after kick-off meeting.
Task 4 — Final Report/Presentation	Three months after kick-off meeting.
Optional Task 5 — Public Participation Plan	Two weeks after the kick-off meeting.

Cost

6 | Cost

Project Cost

Foth's project team will complete Tasks 1 through 4 for a "not to exceed" cost of $25,200. If the City of Ramsey requests us to complete Optional Task 5, the additional cost will not exceed $1,450, for a total "not to exceed" project cost of $26,650.

Task	Cost
Task 1 — Project Kickoff and Project Management	$6,200
Task 2 — Develop Non-Site-Specific Plan for Full Service, Year-Round Recycling Drop-off Center	$11,200
Task 3 — Assess and Provide Recommendations on Potential Partnerships with Private Sector and Non-Profit Sector for Facility Operations	$4,600
Task 4 — Final Report/Presentation	$3,200
TOTAL	**$25,200**
Optional Task 5 — Public Participation Plan	$1,450

Labor Rates for Key Team Members

Team Member	Hourly Rate
Warren Shuros, Client Team Leader, Strategic Consultant	$150
Susan Young, Project Manager	$125
Dan Krivit, Technical Consultant	$135
Jim Miles-Polka, Structural Engineer, Technical Coordinator	$155
Chris Vermeer, Designer	$85
Jeff Walsh, GIS	$100

Notes:

- Foth will bill labor in "tenth of an hour" increments (e.g., .10 hr., .50 hr., 1.5 hr., etc.).
- The cost of specific technical equipment and employee travel expenses is in addition to the above hourly rates, but is included in the "not to exceed" amount.

Why Choose Foth?

7

7 | Why Choose Foth?

This project is part of our core competency. The project team has over 100 years of combined experience in similar projects. Please see a client testimonial below and our overall core values.

"Blue Earth County has worked with Foth for all our solid waste consulting activities since 1995. Over the years, we have developed a solid, professional working relationship and high level of trust and confidence. The benefits of our working relationship with Foth include:

- ***It is a partnership we trust in. They place our interests above theirs at all times.***
- ***They have a strong relationship with the MPCA so when we have needed to "Push back" on "unreasonable" regulatory requirements, the MPCA's respect of Foth has resulted in the best possible results for Blue Earth County.***
- ***Cost effective, stable pricing - Foth recognizes the importance of cost containment for County government. Several projects are completed under a "Fixed Price" wherein Foth fixes the cost for certain projects such as cell construction plans and specs, construction documentation reports, and annual reports. The costs for these types of projects have not increased over time and we have benefited from Foth's increased efficiencies.***
- ***Finally, working with Foth is a positive experience. They enjoy their work, are very professional, and committed to our success. I appreciate their efficiency, commitment and expertise."***

— Scott Fichtner, Director
Blue Earth County Environmental Services

Foth Core Values

- **Honesty**

  We believe in telling the truth in every situation.

- **Respect**

  We treat other people and their ideas as we would like to be treated.

- **Courage**

  We constructively address behaviors inconsistent with our values.

- **Accountability**

  We do what we commit to doing.

- **Integrity**

  We do the right thing at all times.

- **Selflessness**

  We serve the best interests of our clients and our team before our self interest.

- **Passion**

  We do everything worth doing with an intense feeling of conviction and high energy.

- **Fun**

  We find ways to enjoy working with our team members and our colleagues.

Eagle Point II
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Lake Elmo, MN 55042
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www.foth.com

PROPOSAL | OCTOBER 2012

CITY OF RAMSEY, MINNESOTA

Full Service, Year-Round Recycling Drop-off Center Analysis and Plan Development

SAIC®

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APPENDIX

Project Team Resumes

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Project Team Credentials Promote Success

The City of Ramsey (City) desires experienced and innovative engineering and planning services to assist with analyzing the potential of a drop-off recycling center as well as plan development for such a facility. For this project, SAIC has formed a Project Team with the credentials and local understanding to ensure that the plan:

- Employs state of the art design;
- Has input and acceptance from City staff;
- Protects the environment; and
- Provides a cost effective, user friendly facility for customers and operators.

The following company and project team profiles describe the history, development, and primary areas of practice of SAIC that will fulfill integral roles as your Project Team.

SAIC

SAIC is a FORTUNE 500® scientific, engineering and technology applications company that uses its deep domain knowledge to solve problems of vital importance to the nation and the world, in national security, energy and the environment, critical infrastructure, and health. SAIC has over 40,000 people employed throughout the world providing services, engineering and logistics for major programs.

Identify of Firm	
Local Address	SAIC, Energy, Environment & Infrastructure, LLC 1380 Corporate Center Curve Suite 305 St. Paul, MN 55121
Key Contact Person and Contact Information	Mary Chamberlain Ph: 651.289.2515 Fax: 651.994.8396 mary.c.chamberlain@saic.com

SAIC has expanded its energy, environment, and infrastructure services through the acquisitions of The Benham Companies, **R. W. Beck, Inc.**, and Patrick Energy Services. The talents of these companies combine to strengthen the company's capabilities, leverage resources, and provide customer-focused solutions for the full project life cycle. **SAIC Energy, Environment and Infrastructure, LLC** is the contracting entity for this engagement and is a wholly-owned SAIC subsidiary.

SAIC Energy, Environment & Infrastructure, LLC, through predecessor firm R. W. Beck, has provided energy, environmental, and infrastructure services to utilities for more than 65 years. By combining science, engineering, and technology expertise with business and financial acumen, we address the

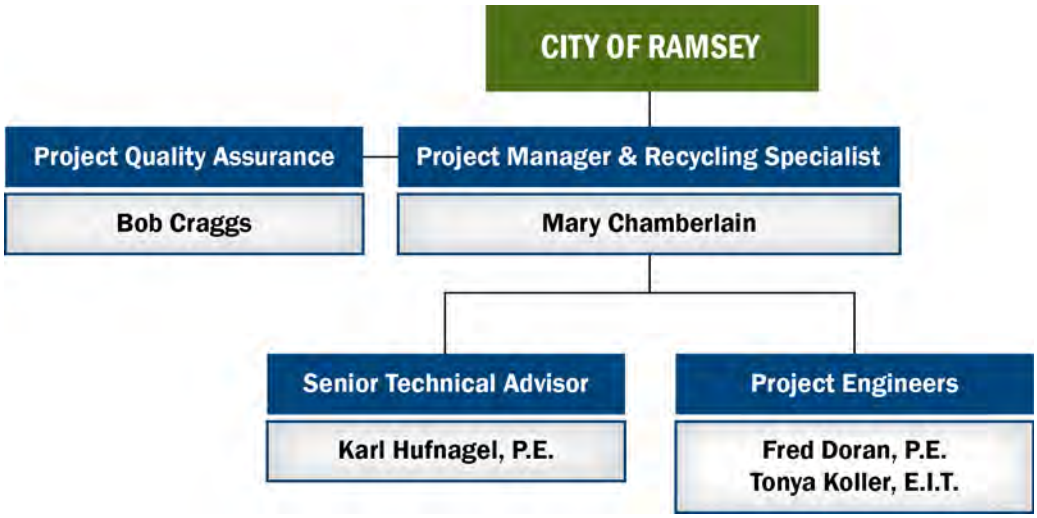
technical and business interdependencies that determine project success and provide practical, optimized advice and solutions to our clients.

Our St. Paul office includes energy, water resources, and solid waste practices. By harnessing our local and national experience in planning, design, construction, and operations for systems, programs, and facilities, we bring our clients the latest technology and up-to-date concepts. We meld this experience collaboratively working with our clients' institutional and industry knowledge to deliver a project from concept to completion. Our project teams are dedicated to finding the right blend of economically viable, environmentally sustainable, and functional solutions to meet our clients' needs.

SAIC attracts and maintains a staff of talented professionals who enjoy the challenges of solving complex problems. The result of this model is a staff whose flexibility and cross-disciplinary nature is an added benefit we pass along to our clients, and one of the reasons clients keep turning to us. We recognize the value of training, supporting staff participation in technical conferences, webinars, and classes.

Project Team

To meet the needs of the City of Ramsey, we have selected our project team based on their experience working on similar solid waste and recycling projects, as well as for their understanding of key project planning and analysis elements. The information below identifies the roles for all the key project team members and provides a summary of qualifications; full resumes of these personnel are included in Appendix A to this proposal.



Mary Chamberlain | Project Manager and Recycling Specialist

Education: University of Minnesota, B.S., Natural Resources and Environmental Studies

Ms. Chamberlain is an Environmental Analyst who focuses her assistance in the areas of solid waste management, primarily for local government agencies. Her work includes evaluating solid waste and recycling programs for efficiency and cost effectiveness, data collection and analysis, benchmarking, recommending improvements, and developing implementation plans. Ms. Chamberlain has assisted in facility and program feasibility and procurement. These projects typically involve evaluation of solid

waste technologies; conducting economic analyses involving capital, O&M, and program costs; directing a procurement process to select a preferred technology and/or vendor; and implementation of the services.

Relevant Project Experience:

- Materials Recovery Facility Options & Procurement – McLeod County, Minnesota
- HHW Collection Expansion Feasibility Study – Sarasota County, Florida
- Materials Recovery Facility Review – Dauphin County, Pennsylvania
- Technical Assistance – Ramsey County, Minnesota
- Strategic Planning and Program Review – City of Sioux City, Iowa

Bob Craggs | Project Quality Assurance

Education: University of Iowa: Juris Doctorate; M.A., Urban and Regional Planning; Augustana College: B.A., Political Science and Public Administration

Mr. Craggs serves as the Vice President and National Director of the Solid Waste Practice. With 20 years of industry experience, Mr. Craggs specializes in integrated solid waste management and approaching this service with a business planning perspective while assisting local, regional, and state governmental organizations with their solid waste management needs. To promote practical solutions, he has directed several waste characterization studies to establish program baselines.

Mr. Craggs' legal training enables him to grasp complex statutory and regulatory requirements, as well as to formulate creative approaches to integrated solid and hazardous waste management. He offers facilitation skills to foster public policy decision-making related to environmental and energy related issues. Mr. Craggs has presented at numerous national and regional solid waste management forums and conferences. In addition, he has held positions as adjunct faculty at local universities teaching solid waste and environmental studies. He is also a SWANA Member and the presently the Chair of the Planning and Management Technical Division of national SWANA.

Relevant Project Experience:

- Materials Recovery Facility (MRF) Options & Procurement – McLeod County, Minnesota
- Recyclable Materials Facility Operations and Marketing Procurement – Phoenix, Arizona
- Materials Recovery Facility Feasibility Study – San Antonio, Texas
- Materials Recovery Facility Feasibility Study – Solid Waste Authority of Central Ohio
- Household Hazardous Waste (HHW) Facility Development – Fargo, North Dakota; McLeod County, Minnesota

Karl Hufnagel | Senior Technical Advisor

Education: University of Idaho, B.S., Civil Engineering
Registrations/Certifications: Professional Engineer, WA

Mr. Hufnagel has more than 40 years of experience in management consulting and facility planning and design engineering for industrial and municipal clients. Since 1986 he has specialized in solid waste management including program analysis and planning, organizational and operations assessment, facility siting, conceptual and detailed design, environmental review, project permitting, equipment procurement, construction management, and alternative project delivery. Mr. Hufnagel has a reputation for skillfully managing multi-discipline teams of engineers, analysts, scientists, and technical staff on complex solid waste management projects throughout the United States.

Relevant Project Experience:

- Transfer Station Replacement - County of Hawai'i Department of Environmental Management, Hilo, Hawai'i
- Full Service Recycling Drop-Off and Waste Transfer Facility - City of Owasso, Oklahoma
- Bow Lake Recycling and Transfer Station - King County Solid Waste Division, Seattle, Washington
- Solid Waste Management Facility Master Planning - Snohomish County Solid Waste Management Division, Everett, Washington
- Citrus County Transfer Station and Citizen Service Area Site Master Plan - Citrus County, Florida
- Beaufort County Recycling and Transfer Station Planning - Beaufort County, South Carolina

Fred Doran, P.E. | Project Engineer

Education: University of Wisconsin: M.S., Civil and Environmental Engineering; B.S., Civil and Environmental Engineering
Registrations/Certifications: Professional Engineer, MN, SD, TX, WI; OSHA 40-hr Health and Safety; Landfill Management and Operations, MPCA

Mr. Doran is a Local Solid Waste practice Leader and Project Manager with SAIC working with public solid waste management systems. He manages projects that provide clients with innovative solutions to technical and financial challenges. His projects have won engineering awards and earned recognition within the industry. His experience includes feasibility studies, facility siting and design, permitting, hydrogeologic investigations, leachate and landfill gas system design, environmental reporting and construction management. Mr. Doran has also performed efficiency studies and financial reviews of solid waste management systems that examine the operations and financial conditions of a system and offer recommendations to assist clients in improving their competitiveness.

Relevant Project Experience:

- Facility Planning, Design & Construction: Resident's Tipping and Recycling Drop-Off – Crow Wing County, Minnesota
- North and South Transfer and Demolition Facilities – Hubbard County, Minnesota
- Landfill Expansion Planning & Permitting – Lyon County, Minnesota

- Master Planning, Design & Construction: Citizen Waste & Recycling Convenience Center – City of Sioux Falls, South Dakota
- Landfill Engineering, Permitting – East Central Solid Waste Commission, Mora, Minnesota
- Recycling Center & Transfer Station Expansion – Wadena County, Minnesota

Tonya Koller | Project Engineer

Education: South Dakota School of Mines and Technology, B.S., Civil Engineering
Registrations/Certifications: Professional Engineer-In-Training, SD; OSHA 40-hr Health and Safety

Ms. Koller is a Civil Engineer in SAIC's Solid Waste Practice. Her work is mainly focused on providing facility siting and design, cost estimating, permitting, environmental monitoring and reporting, and construction management services for municipal solid waste facilities.

Relevant Project Experience:

Facility Permitting, Design and Construction

- East Central Solid Waste Commission Landfill - Mora, Minnesota
- Lyon County Solid Waste Facility - Marshall, Minnesota
- City of Sioux Falls Municipal Landfill – Sioux Falls, South Dakota
- Crow Wing County Landfill – Brainerd, Minnesota

Comprehensive Solid Waste Facility Planning and Design Services

SAIC offers solid waste facilities planning, permitting, design and construction management services that seek to deliver innovation and technical expertise. From identifying areas for gaining efficiency to state-of- the-art facility design, we believe that innovation can take many forms. Our planners and designers have the experience needed to take a proposed project from initial concept through construction.

We help communities in planning, permitting and designing solid waste facilities that meet client needs today and in the future.

We tailor our approach not only to specific client needs, but also to current industry trends. Selecting from a comprehensive suite of planning and design services, SAIC has played an integral role in the planning, permitting, and design of some of the most innovative landfills, waste-to-energy facilities, material recovery facilities, transfer stations, composting facilities, and household hazardous waste facilities in the United States. Recent industry focus has involved conversion technologies for energy recovery, development of renewable energy, and reduction in greenhouse gas emissions.

Traditionally, municipally-owned solid waste facilities across the United States have been developed using the Design-Bid-Build project delivery method. With the rising trend of alternative project delivery methods, we are able to assist communities in implementing techniques that allow them to conduct fair and competitive procurements, reduce costs, save time, and share risk.

SAIC assists clients in evaluating and implementing alternative project delivery methods, such as Design-Build-Operate, for solid waste facilities. We can help clients achieve the best solution through a comprehensive assessment of alternatives in the early stages of project development, and through evaluation of the pros and cons of the several project delivery methods available.

Similar Projects

The following project descriptions highlight projects in which SAIC has provided solid waste facility planning, design, and construction management services with particular relevance to the scope items that would be provided to the City of Ramsey. We encourage the City to contact any or all of these organizations to gain further information on SAIC's approach, responsiveness, and quality of work, as it can be difficult to capture the comprehensive level of value we have provided these clients in a brief write-up. Also, note that the project descriptions provided are only a portion of the Project Team's applicable regional and national experience in solid waste facility planning, permitting, design and construction management.

We have chosen to highlight projects for several of our significant clients where services have included:

- Planning, design, and construction management of resident recycling, problem material, and waste drop-off centers;

- Feasibility evaluation of a construction and demolition material recovery, single stream recycling, refuse derived fuel, and process engineered fuel facilities;
- Master Planning, design, permitting, and construction management for integrated waste transfer, recycling, and disposal facilities; and
- Technical assistance in recycling program implementation.

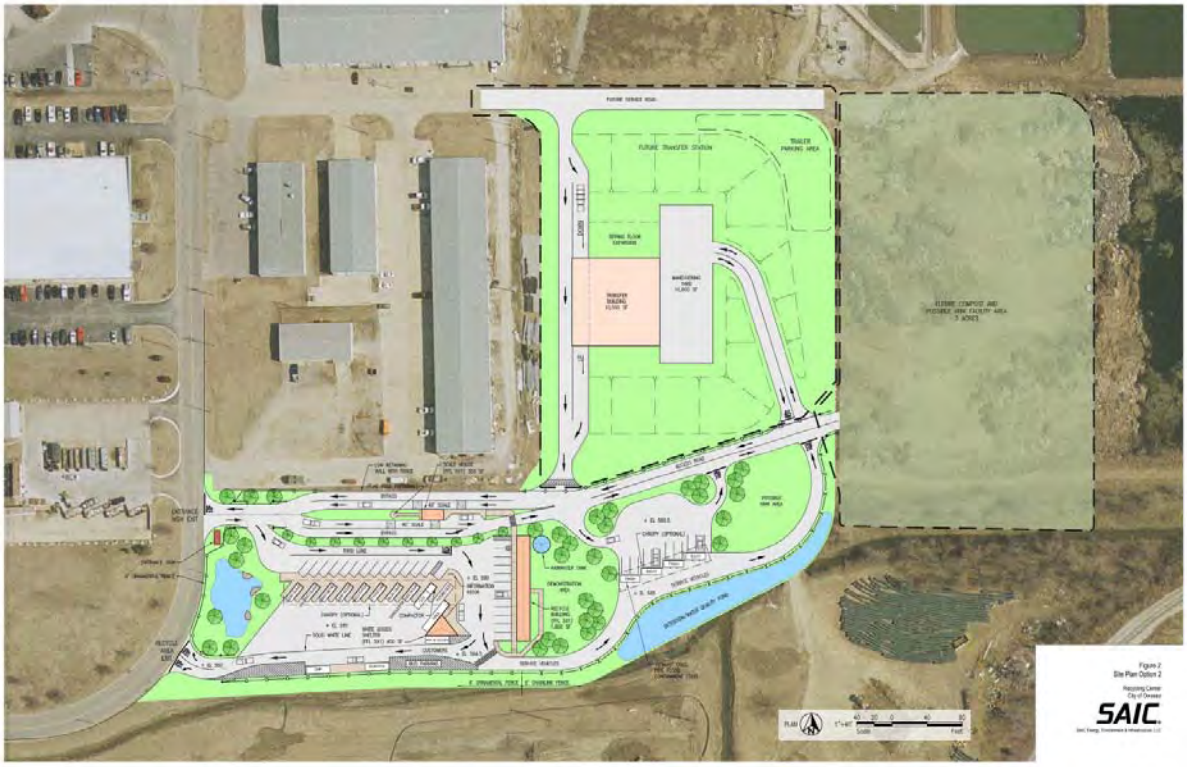
Our work for these long-term clients has been well received and provides specific, applicable experience to the recycling drop-off analysis the City is about to undertake.

Due to our involvement in facility master planning and expansion permitting for these programs, we have left our imprint on subsequent operation and financial viability. Our long-term relationship with these clients is indicative of the quality of our work, our ability to meet schedules, and our focus on controlling costs.

Full-Service Citizens' Drop-Off Center and Transfer Station

City of Owasso, Oklahoma

The City of Owasso is interested in developing a roadmap for where the City's recycling program will be in 20 years and achieving zero waste to landfill in 25 years. As part of this study, SAIC was retained to develop conceptual designs and cost estimates for a new comprehensive, full-service citizens' drop-off facility and possible commercial customer transfer station on a parcel of City-owned land near the City's current, small recycling center. SAIC first developed a facility program that identified and quantified the materials that would be received at the new facility as well as the expected customer traffic. This program covered all types of source separated self-haul recyclable materials, HHW, bulky and other special wastes, and self-haul trash and identified the City's preferred method of receiving these materials. The facility program was then translated into a series of alternative site arrangement layouts, one of which is illustrated below. Once a preferred arrangement was identified, SAIC prepared detailed planning level construction cost estimates.



Owasso Recycling Center Site Plan Option

Transfer Station Replacement

County of Hawai'i Department of Environmental Management Solid Waste Division, Hawai'i

The County of Hawai`i operates 21 transfer stations to collect self-haul residential waste, organics, and recyclables. Some of these stations are located where unpermitted "dumps" existed in the past. The transfer stations are used as an alternative to curbside collection since the island has areas of sparse populations and long haul distances.

The County has embarked on a program to upgrade its rural transfer stations to support the County's increased recycling and waste diversion goals and improve the overall operating efficiency of its solid waste management system. SAIC assisted the County with the program's first step: development of conceptual designs for the Pahoa, Glenwood, Volcano, and Waiohinu Recycling and Transfer Stations—four stations located in the southeast quadrant of the island.

These four stations were chosen because of their poor physical condition and/or safety concerns. Retaining walls were constructed from timber with significant rot and, in some cases, fire damage and broken tiebacks. Refuse chutes at these sites are distorted and corroded. Historically, the low areas of the Pahoa facility have flooded with up to a few feet of water after significant rainfall events. In February 2008, a retaining wall collapsed at the Pahoa site after excessive rainfall.

SAIC then developed detailed design documents for the improvements for the Pahoa station. This facility was completely rebuilt and returned to full service in 2011. The Pahoa Solid Waste Facility received a Solid Waste Association of North America (SWANA) 2012 Excellence Award at WASTECON in 2012. A rendering of the new facility is included below.

Pahoa Solid Waste Facility 3D Rendering

SAIC is now starting the design work on a brand new station (Ocean View) which is located in an under-served area at the south end of the Big Island. This facility will utilize many of the prototypical features developed for the four other stations. An article regarding the Pahoa station opening and dedication can be found at the following website: http://www.bigislandvideonews.com/2011/06/18/video-new-3-9-million-pahoa-transfer-station-opens/.

Bow Lake Processing/Transfer Station

King County Solid Waste Division

King County, Washington is preparing its solid waste transfer system for solid waste export when the in-county Cedar Hills landfill closes in 2016. As part of this effort, the Bow Lake Transfer/Recycling Station requires a complete replacement and upsizing to 2,500 tons per day.

As a result of our completion of the Station's initial facility master plan and subsequent updates, SAIC was selected to implement the design and construction of the replacement facility. Construction of the new facility is now entering the final year of a four-year phased construction process that was developed by SAIC so that the site could provide uninterrupted service to the County customers in that area of the county. The new 16-acre Station was designed to handle the prospective 2,500 tons per day of municipal solid waste and total annual customer traffic of 382,000 vehicles. The Station has separate recycling drop-off areas to accept scrap metal (no charge) and appliances, fluorescent lamps, wood waste, and yard waste (for a fee), as well as an area for a future household hazardous waste (HHW) facility. The Station operates 24 hours per day during the week and 12 hours per day on weekends.

The facility design emphasizes material recovery from the refuse stream and will incorporate a number of processing features not previously used in transfer stations in the Northwest. SAIC designed the new station to LEED Gold certification including the use of natural day lighting and an automatic dimming system for interior lighting, rainwater harvesting, photovoltaic power generation, and the use of both natural and mechanical ventilation. A diagram of the self-haul recycling drop off area located to the south of the main transfer building is included below along with an aerial photo of the nearly completed transfer building.

Self-haul Recycling Drop-Off Area Diagram

Bow Lake Transfer Station Aerial View

Solid Waste Management and Recycling Planning

McLeod County, Minnesota

SAIC has worked on various solid waste management and recycling projects for McLeod County over the last 18 years. SAIC updated the County's first solid waste management plan (SWMP) in 1994 and updated it again in 2000, and is currently assisting the County with their 2012 SWMP update. In addition, SAIC assisted in preparation of the County's solid waste ordinance and a county host fee provision for MSW disposal at a large, privately-owned landfill.

MRF Planning, Design, and Procurement

From 2001 through 2005, SAIC provided planning and technical assistance services to the County for the development of a County-owned and operated materials recovery facility (MRF). SAIC assisted with an initial feasibility study to project the quantities and types of recyclable materials to be collected and transported within the County for processing. Based on the feasibility study, SAIC led several workshops with the County Board of Commissioners and Solid Waste Advisory Committee to address recycling and planning issues critical to moving forward with the development of a MRF. In addition, SAIC and other project team members developed cost estimates for the construction and operation of the proposed MRF. Upon agreeing to move forward with development of the MRF, additional technical assistance included the following:

- Facilitation of the design of the MRF by collaborating with a local design engineer;
- Evaluation and development of recommendations for the specific processing equipment for materials handling within the MRF;
- Procurement of the processing equipment, including conveyors, ferrous magnet, sorting station, baler, and bunker doors;
- Oversight and administration of equipment installation; and
- Coordination of final design and construction oversight with local engineer.

The County's MRF became operational in the spring of 2004 and SAIC has assisted with MRF-related operational issues and hauler contracts for delivery of the materials since operations began.

In 2005 and again in 2012, SAIC assisted the County in the procurement of County-wide residential and institutional (schools) recyclable materials collection services and directing the materials to the County's MRF. The County and SAIC worked together to draft the scope of collection services, develop an RFP, analyze the proposals, negotiate with the selected vendor, draft a service agreement with the selected vendor, and assist with implementation of the agreement.

HHW Permanent Collection Facility Development

SAIC was retained by the County as the prime consultant as part of a project team to undertake the following:

- Develop a preliminary cost analysis for a permanent HHW collection facility;

- Provide preliminary and final designs for a permanent HHW collection facility that included receiving, product exchange, material handling and bulking, and materials storage;
- Work with the MPCA on the permit and design issues associated with the permanent HHW facility;
- Coordinate the bid process for selection of a contractor for construction of the HHW facility; and
- Provide oversight of the contractor's construction of the facility, including coordination with local building and fire officials.

Specifically, McLeod County offers one of the leading HHW programs in Greater Minnesota. The County needed a larger facility to accommodate its program needs. The County chose to purchase a building compatible for this use and retrofit the building into an HHW facility. SAIC assisted the McLeod County Solid Waste Department throughout this process. The HHW facility became operational in September 2000.

Recycling Technical Assistance

Ramsey County, Minnesota

Acting as lead consultant, SAIC provided recycling technical assistance to St. Paul – Ramsey County Department of Public Health, Ramsey County municipalities, and other public entities from 2000 to 2011. A majority of the consulting needs focused on assisting municipalities with the procurement of residential curbside recycling collection and processing services. Tasks have included:

- Developing requests for proposals (RFPs);
- Assisting cities with responses to vendor questions;
- Analyzing proposed collection costs and revenue sharing arrangements;
- Evaluating proposals; and
- Attending meetings with municipal staff, environmental committees, and city councils.

In addition to assisting municipalities, SAIC provided technical assistance to County staff by conducting workshops for municipal recycling coordinators; benchmarking recycling practices at large facilities/venues in the Twin Cities metropolitan area; providing staff with recyclable materials market index pricing; conducting research on strategies to increase residential recycling; researching options for recycling expanded polystyrene trays from cafeterias; and research of mandatory recycling ordinances.

Other key projects have included:

- Analysis of Internal Recycling Operations in Ramsey County-Owned and Leased Facilities – SAIC conducted site visits to various County buildings to assess the recycling system and gather anecdotal information about program performance and staff practices. Recommendations were provided for recycling program enhancements. The report served as a baseline of in-house recycling practices and was a starting point for management-level discussions about next steps to improve recycling at County facilities.
- Ramsey County Buildings Solid Waste and Recycling Collection Procurement – SAIC assisted County staff with developing a request for bids to establish a contract with a single vendor to provide solid waste and recycling collection services to County buildings.

- Survey of local recyclable materials haulers and processors – SAIC conducted a phone survey in December 2008 and again in March 2009 to determine the effects of the economic downturn on the recycling industry. Questions were asked of haulers and processors related to contract renegotiations, revenue sharing arrangements, market prices, storage issues, end-user specifications, and the role of County and/or State government. SAIC provided survey results and recommendations to the County.
- Saint Paul Public Schools (SPPS) Resource Management Contract Procurement - In 2006, SAIC's project team assisted SPPS staff in developing an RFP, and subsequent contract, for solid waste and recycling collection services at approximately 76 SPPS locations. The school district had implemented a food waste recovery program at certain schools and as a result, those locations required a reduction in MSW collection service. The RFP required that the collection service provider work with SPPS to gather data on the effect the food waste recovery program had on the quantities of solid waste generated based on weight. A "resource management" approach was used in which the contract has built-in incentives for the vendor to work towards reducing solid waste quantities generated and increasing recyclable materials collected. Ultimately SPPS entered into two separate contracts with different vendors for solid waste and recycling collection services, beginning in January 2007.
- Roseville Recycling Pilot Program – SAIC assisted the City of Roseville with a pilot study to help analyze the impacts that various collection methods have on the quantity and quality of residential recyclable materials collected at the curb. Specifically, we assisted with the design of the pilot; conducted a recyclable materials composition assessment; analyzed the results of the field evaluation; and produced a final recycling pilot project summary report.

Landfill Engineering, Permitting, Construction, Hydrogeology, and Reporting

Crow Wing County, Minnesota

This profile highlights the comprehensive, site-specific landfill engineering experience of the Project Team. Members of the project team have provided these services to Crow Wing County, Minnesota since 1988. Over this time period, SAIC has assisted Crow Wing County in achieving a more efficient integrated solid waste management system through siting, permitting, design, construction management, operations assistance, and regulatory reporting.

The Crow Wing County Solid Waste Management Complex is located on 564 acres owned by the County, approximately 6 miles northeast of Brainerd, Minnesota. County facilities and services have included:

- An open, composite lined, MSW Landfill that began operation in 1991;
- A closed, unlined MSW landfill that closed in 1991;
- Landfill gas control system and flaring facility;
- An unlined demolition debris

The Crow Wing County Solid Waste Complex, an SAIC client since 1988

landfill and yard waste processing area, open since 1993;

- Four leachate pretreatment ponds;
- A household hazardous waste collection, storage and processing building;
- Yard waste composting and brush collection; and
- Citizen's recycling and special waste drop off center for waste tires, white goods, batteries, electronic waste, used oil, mattresses, plastic and glass containers, mixed paper, and cardboard.

Each year, the facility receives approximately 40,000 tons of MSW, 10,000 cubic yards of demolition debris, and 5,000 cubic yards of yard waste. The County hosts considerable recreational and entertainment activities. As a result, County facilities must accommodate large swings in MSW, demolition, and problem material disposal.

Our services for the County has provided over $4 million in cost savings, financial benefit, and avoided costs. Numerous projects included the planning, design and construction oversight of the citizen's recycling and special waste drop off facility, a resident's waste drop off convenience center, and a new landfill office and scalehouse. These facilities provide a convenient option for customers that do not have access to waste/recyclable collection. Planning and design considered security and customer accountability be forcing all traffic to stop and check in at the scalehouse. The design also improved customer safety by streamlining traffic flow and separating residential traffic from commercial waste traffic.

City of Sioux Falls

Sioux Falls, South Dakota

SAIC has provided the City of Sioux Falls, South Dakota (City) with solid waste consulting services since 2003. The City has relied upon SAIC to provide high level, innovative engineering, financial, and planning assistance as the Sioux Falls Regional Sanitary Landfill (Landfill) transitioned from a conventional dry-tomb disposal facility into a City asset that provides a renewable energy fuel to a local industry. Throughout the past nine years, SAIC has performed planning, permitting, design, management and South Dakota Department of Environment and Natural Resources (DENR) documentation reporting for numerous projects that occurred at the Landfill and for the solid waste program. The size, scope and complexity of the projects have varied, but the commitment to diligent project management and compliance with state and local regulations have remained consistent throughout SAIC's project oversight. The Landfill is the first in South Dakota to have active LFG collection and a beneficial reuse. Descriptions of key projects are provided below.

Landfill Closure and Master Plan and Permit Modification – 2003

SAIC prepared a Site Master Plan and Permit Modification that:

- Relocated customer drop off facilities near the site entrance for convenience and addressed surface water management; materials addressed included white goods, tires, electronics, MSW, demolition debris, and yard waste;

- Reconfigured the cell orientation to allow for more efficient development and waste placement;
- Lowered cell base grades and increased slide slope grades to increase disposal capacity;
- Simplified leachate collection by locating all low points on one side of the landfill and reducing the number of sumps;
- Established a long-term layout for leachate and LFG management for both the unlined (dual phase wells) and lined areas (leachate collection and horizontal gas extraction wells);
- Justified a vertical expansion over the unlined portion of the Landfill; and
- Calculated applicable closure and post-closure care costs to establish financial assurance funding.

This information was then used to establish future capital improvement plans and the necessary tipping fee schedule to account for revenue streams and construction/operating expenses. This planning effort extended the life of the landfill, improved operation and development efficiency, and improved environmental protection. As you look at the Sioux Falls Landfill today, the magnitude of this Plan's success is evident. All elements of the Master Plan have been implemented and the City solid waste program is financially viable.

Construction and Demolition Material Recovery Facility Feasibility Study

SAIC conducted a Construction and Demolition (C&D) Recovery Feasibility Study to determine if it is viable to recycle materials within the existing C&D waste stream. The study began by examining the incoming C&D to determine the total amount of recyclable materials within the stream (i.e., wood waste, metal, concrete). The cost of running a recovery facility was then determined based on the probable recyclable materials stream and estimated capital and operations costs. The facility operations costs were then compared to the current incoming revenues from the waste stream to determine if the project is economically feasible. This project was conducted in conjunction with the cost of service study for the City of Sioux Falls. The City is currently funding the design and construction of a C&D material recovery facility in their 5-Year capital budget.

Solid Waste Facility Permitting, and Transfer Station Improvements Evaluation

Hubbard County, Minnesota

Our work for this County has included facility planning, siting, and permitting. Hubbard County operates a transfer station, demolition debris landfill, and materials recovery facility (MRF) in Park Rapids (South Site) and a transfer station and demolition debris landfill near Laporte. This County also has experienced growth in population, tourism and commercial development, stressing facility capacity. As a result, they evaluated expansion options.

Initially, SAIC assisted Hubbard County in evaluating improvements to the South Transfer Station in Park Rapids. At the time, the South Transfer Station was ill-equipped to handle the large number of self-haul customers, approximately 250 to 300 vehicles per day, which resulted in long waiting lines.

The County had also undergone considerable seasonal and permanent resident growth, which further stressed site use. A transfer station that was originally designed to accept 10 to 15 tons of MSW per day was forced to manage 50 to 80 tons per day. A recycling center that was originally designed to handle 150 to 200 tons per year was forced to process about 3,900 tons per year. Due to population growth, the capacity of the C&D Landfill was also being consumed at a rate greater than expected.

SAIC facilitated meetings with the County solid waste committee, the local township, and the regulatory agencies (MPCA) to identify, define, and evaluate site improvements that addressed the above concerns and allowed the County to meet their objectives for customer service, recycling, sustainability, and special material handling (i.e., HHW). A comprehensive plan for future development was provided, incorporating conceptual designs of the improvements along with planning level cost estimates and a proposed development schedule.

SAIC has completed two cycles of operating permit reissuance applications for Hubbard County's North and South Solid Waste Transfer and C&D landfill facilities. The two facilities manage MSW, recyclable material, C&D debris, waste tires, waste oil, scrap metal, batteries, concrete, yard waste, and reusable material generated by County residents and businesses. The South Landfill permit reissuance in 2002 included a significant horizontal and vertical expansion, providing an estimated life through 2038. A hydrogeologic investigation was also completed for the South Landfill in 2004 and for the North Landfill in 2009.

SAIC also worked with Hubbard County to evaluate an 80-acre site for a possible greenfield solid waste facility. Population growth and development in the Akeley area of Hubbard County had created a demand for a C&D debris disposal/MSW transfer facility in this region of the County. SAIC supported a public meeting in the City of Akeley to provide information on the potential project and the permitting process. The meeting allowed public feedback on environmental concerns.

Based on this input and our permitting experience, a Master Plan was drafted to evaluate ingress and egress for the site, building needs, customer drop-off facilities, and fill layout. A site investigation was also completed to evaluate the geologic and hydrogeologic characteristics related to its proposed use, in accordance with the solid waste rules of Minnesota.

Processed Engineered Fuel Feasibility Analysis

City Huron, South Dakota

In 2010, the City of Huron (City) retained SAIC to evaluate the feasibility of producing processing engineered fuel (PEF) and/or operating a mixed waste material recovery facility (MRF) at their current bale transfer station and demolition landfill. SAIC completed the following tasks:

- Completed a site visit to determine the space and logistics needed to retrofit the transfer station into a PEF facility, assess the site for possible building and equipment locations, and to observe typical daily waste management operations to understand how they may be impacted by a PEF/mixed waste MRF facility;
- Conducted a gate survey to estimate the types and origin of the waste to estimate a general percentage of waste that would be compatible with the production of PEF;

- Benchmarked landfills and other solid waste facilities that produce PEF or operate a MRF to gather data on equipment costs, operations and maintenance (O&M) costs, and overall advantages and disadvantages to these waste management methods;
- Contacted solid waste facilities to assess the feasibility of attracting municipal solid waste (MSW) and recyclables from the surrounding communities for the proposed PEF facility;
- Researched the potential market for the sale of PEF processed by the City;
- Developed planning level capital and operations costs estimates;
- Researched permitting requirements for PEF production and/or MRF operation; and
- Determined the compatibility of the production of PEF and operating a MRF with existing and planned City programs.

Single-Stream MRF Feasibility Study

Lyon County, Minnesota

SAIC assisted Lyon County, in southwestern Minnesota, in identifying single-stream collection options to promote cost saving benefits. The project tasks included:

- Assessing the existing residential and commercial recyclable materials collection and processing activities in Lincoln, Lyon, Pipestone, and Yellow Medicine Counties;
- Projecting quantities collected upon conversion to a single-stream recycling program;
- Characterizing the size and processing capacity of a conceptual single-stream MRF to serve the region;
- Identifying processing technology and facility operating requirements;
- Estimating planning level MRF capital and operating costs; and
- Providing a set of recommendations.

As a result of the study, Lyon County procured a contract for single-stream recycling collection. Rather than construct a new MRF, the County chose to transport the commingled recyclable materials to an existing processing facility in South Dakota.

Feasibility Study of Alternative Options for MSW Management

Lyon County, Minnesota

In 2008, Lyon County retained SAIC to evaluate the feasibility of two waste management technologies: 1) MSW shredding with subsequent landfill disposal at the Lyon County Sanitary Landfill, and 2) MSW shredding with subsequent production of refuse derived fuel (RDF) fluff or densified pellets. SAIC completed the following tasks:

- Benchmarked landfills and other solid waste facilities that shred MSW and/or produce RDF to gather data on equipment costs, operations and maintenance (O&M) costs, landfill gas (LFG) generation rates, and overall advantages and disadvantages to these waste management methods;
- Conducted site visits to landfills that shred MSW to obtain information on waste shredding operations and associated capital and O&M costs;

- Determined the compatibility of MSW shredding and the production of RDF with existing and planned County programs;
- Researched permit requirements for both options;
- Conducted greenhouse gas (GHG) emissions impact analyses for both options using the U.S. Environmental Protection Agency's Waste Reduction Model (WARM);
- Performed LFG generation modeling using a proprietary SAIC model to determine the effects each waste management option would have on current and future LFG generation from the County's landfill;
- Provided a financial analysis that included capital and operations cost estimates for implementing each option, with resulting revenue or avoided cost;
- Researched the potential market for the sale of RDF processed by the County; and
- Provided recommendations for further evaluation including discussions with other RDF facilities and RDF end-users.

References

SAIC encourages the City to contact the following representative professional references who can speak to our ability to exceed project objectives while maintaining budget and schedule.

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Terin Gloor

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SECTION 3

Scope of Services

Project Understanding

The City of Ramsey (City) is interested in developing a full service, year-round recycling drop-off center for residents to properly dispose of standard curbside recyclable materials, appliances, compact fluorescent lamps (CFLs), electronic waste, mattresses, and other materials as new markets emerge. The City will retain a consultant to conduct an analysis and develop a non-site specific plan for the City to consider for a recycling drop-off center.

As a leading solid waste planning and recycling consultant, SAIC has assisted communities in designing, implementing, and evaluating sustainable solid waste programs. Working with some of the most sophisticated integrated solid waste management systems in the country, our professionals bring notable experience and understanding of collection, processing and financial impacts of various operations for refuse and recycling. We have experience assisting communities in the Minneapolis-St. Paul metropolitan area, Greater Minnesota, as well as nationwide and we welcome the opportunity to assist the City of Ramsey.

Scope of Services

Task 1 – Scoping Meeting, Project Initiation, and Data Request

Following receipt of the Notice to Proceed, SAIC will work with the City to schedule a scoping meeting to kick-off the project. Members of the SAIC Project Team would conduct a scoping meeting with key City staff to discuss the project work plan, key issues to be addressed, as well as confirm the timing associated with the various project tasks.

Prior to the meeting, SAIC will provide the City with a detailed preliminary data request that will encompass data needs for completing the study. The data request will itemize operational, financial, and logistical considerations that must be addressed. The data request will focus on data related to the City's current recycling programs (e.g., tonnage data from SCORE reports) and other related information such as potential sites, potential funding sources, preferred recycling vendors, current recycling contract(s), population projections, etc.

At the scoping meeting, we will discuss our initial data request provided to City staff one to two weeks prior to the meeting. SAIC will provide the agenda and any handout materials at least two days in advance of the scoping meeting.

During the meeting, we will also identify primary contacts for our Project Team and the City and establish a protocol for the exchange of information and communications during the course of the project.

Task 2 – Assess Current Recycling Program and Future Needs

The purpose of this task is to gain a better understanding of the City's existing recycling program, including quantities collected, types of materials collected, and any program gaps that a full-service drop-off center could fill. It is our understanding that the City currently contracts for residential curbside recycling collection services and the materials are collected single-stream (commingled). SAIC would assess the appropriate form of collection for the drop-off center (commingled or source-separated).

Per the City's RFP, drop-off recycling services are expected for the following materials: standard curbside recyclable materials, appliances, compact fluorescent lamps (CFLs), electronic waste, and mattresses.

Other materials may be accepted at the drop-off center as new markets emerge. Examples of potential future materials may include a broader range of plastics (e.g., shrink wrap/stretch film/plastic bags, expanded polystyrene), child car seats, textiles, carpeting, CDs/DVDs, etc. Some of these materials are currently being collected and marketed for recycling in other Minnesota communities and may be considered by the City as potential additions to its drop-off recycling program.

Some of SAIC's clients have expanded their recycling drop-off collection programs to include food and other organic waste, as well as problem materials such as construction and demolition (C&D) debris. One client, whose project description is included in Section 2 of this proposal, is the County of Hawaii. The Pahoa Transfer Station provides a wide range of services including drop-off collection of the following materials:

1. Green Waste (yard waste)
2. Bottle Bill (beverage container redemption law) Containers (glass and aluminum)
3. Non-Redemption Glass
4. Cardboard
5. Mixed Paper
6. Newspaper
7. Household hazardous waste (HHW) including oil, automotive fluids, auto batteries, CFLs, fluorescent lamps, paint, electronic waste, pesticides, etc.
8. Scrap Metal
9. Appliances
10. Reusable Items (clothing, furniture, appliances, toys, etc.)

A project team led by SAIC designed and provided the construction oversight for this facility that was completed in 2011 in Hawaii County and was recently awarded the 2012 Solid Waste Association of North America (SWANA) Bronze Award.

The non-traditional or "other" materials accepted at the City's drop-off site will largely be determined by existing local markets, processing capabilities, and other logistical issues such as transportation to processors or end-users. Often the breadth of materials accepted is negotiated with the contracted vendor.

Lastly, as part of this task, SAIC will estimate a range of the total quantities of materials that the City would expect to receive at the drop-off facility based on the selected primary material types and projected household participation. This estimate will be used in developing the facility program plan in Task 3.

Task 3 – Conduct Facility Programming for the Recycling Drop-off Center

SAIC will develop a facility programming plan for the services needed at the Recycling Center based on the evaluation of the current programs, SAIC's experience with solid waste facility development, and discussions with City staff regarding the future needs for the facility. The facility programming plan will address the various design and operating parameters of the potential drop-off facility.

Key non-site specific issues to be addressed would include, but not be limited to, the following:

- Site size and overall footprint;
- Building size and general facility layout;
- Traffic flow;
- Equipment (e.g., containers, rolling stock) needs;
- Hours of operation and staffing; and
- Other related issues.

It is anticipated that processing capabilities at the facility will be limited to the use of a baler, and will not include sorting processes or equipment.

The Pahoa Transfer Station described above incorporated innovative and sustainable concepts into the facility design by using recycled concrete from construction demolition sites in both construction and the landscaping of the site, and integrated recycled glass and shredded tires into the landscape design. These sustainability concepts could be considered as part of the facility programming for the City's recycling drop-off center.

As part of the facility programming task, SAIC will prepare a non-site specific, conceptual level drawing of the proposed recycling drop-off center. This rendering will be supported by a summary description that addresses the key facility issues listed above.

Task 4 - Evaluate Options for Implementation

This task focuses on investigating the preferred arrangement of the public-private partnership for implementing the development and long term operations of the recycling drop-off center. During the scoping meeting, we will discuss the City's preference, if any, for a public–private partnership for the implementation of the drop-off center.

This task also will involve identifying potential sites that would accommodate the proposed facility. SAIC staff will discuss with the City potential sites owned by the City and their suitability for the proposed drop-off center. In addition, potential sites identified through discussion with private vendors will be discussed for their general suitability.

The preferred facility concept would include a planning level capital and operating cost estimate (excluding land acquisition costs) as part of the recommendations.

Capital cost estimates may include, but not be limited to, costs associated with the following:

- Site preparation (surveying, grading, paving, etc.);
- Facility construction (building, electrical, water/sewer, storm drainage, permitting, etc.); and
- Rolling stock/equipment.

Operating cost estimates may include, but not be limited to, costs associated with the following:

- Labor/contract costs;
- Utilities;
- Facility maintenance; and
- Program administration.

Planning level capital and operating cost estimates associated with a full service, year-round recycling drop-off center would be developed using information from equipment manufacturers, operators of similar facilities, and SAIC's industry knowledge.

Task 5 – Draft Report and Present the Results

The information and analysis developed in Tasks 1 through 4 will be compiled into a draft report for the City to review and comment. Comments received from the City will be incorporated, as appropriate, to finalize the report. An electronic copy of the final, detailed report as well as the non-site specific plan will be forwarded to the City. SAIC will present the results in-person during a meeting with City staff.

SECTION 4

Process and Services

The process proposed by SAIC to complete the recycling drop-off center analysis and plan development is outlined in Section 3 – Scope of Services. We have organized the work into five tasks:

1. Scoping Meeting, Project Initiation, and Data Request
2. Assess Current Recycling Program and Future Needs
3. Conduct Facility Programming for the Recycling Drop-off Center
4. Evaluate Options for Implementation
5. Draft Report and Present the Results

SAIC would complete this work for the City of Ramsey using internal planning and engineering staff. We have the resources in-house to provide the program assessment, estimate future quantities of recyclable material to be collected, provide planning level cost estimates, and draft conceptual drawings. We are not proposing to use subcontractors.

We anticipate needing City staff assistance to provide the necessary program data to complete the study. As described in Task 1, SAIC will provide the City with a data request prior to the initial scoping meeting. In addition, we will need City input regarding potential sites for the proposed recycling drop-off center.

SAIC will contact brokers, markets, and end-users to determine the viability of the City accepting additional materials (in addition to the materials listed in the RFP) at the drop-off center.

During the scoping meeting, we will discuss the City's preference for a public-private partnership. SAIC will initiate discussions with potential service providers, if warranted.

The project deliverables include a draft report, a detailed report and a non-site specific plan for a full service year-round recycling drop-off center.

SECTION 5

Deliverables

SAIC will provide the City a detailed report and a non-site specific plan by December 31, 2012. The plan will include conceptual level drawings of the proposed full-service, year-round recycling drop-off center, including:

- Site size and overall footprint;
- Building size and general facility layout;
- Traffic flow;
- Equipment (e.g., containers, rolling stock);
- Hours of operation and staffing; and
- Other related issues.

In addition, SAIC will provide planning level capital and operating cost estimates.

SAIC proposes to present the final results to the City during a meeting with City staff.

SECTION 6

Timing

Per the City of Ramsey's RFP, the City will notify the selected proposer by October 24, 2012. If selected, SAIC would draft a data request and schedule a scoping meeting with the City within two weeks of receiving a notice to proceed. Based on the anticipated selection date, the following completion dates are anticipated:

Task	Completion Date
1. Scoping Meeting, Project Initiation, and Data Request	November 7, 2012
2. Assess Current Recycling Program and Future Needs	November 21, 2012
3. Conduct Facility Programming for the Recycling Drop-off Center	December 21, 2012
4. Evaluate Options for Implementation	December 21, 2012
5. Deliver Final Report and Present the Results	December 31, 2012

This schedule assumes SAIC would receive a signed agreement from the City of Ramsey by November 1, 2012.

SECTION 7

Cost

SAIC's hourly rate for services is $150 per hour; billing is invoiced in 15-minute increments. The total not-to-exceed project cost is $30,000.

The table below shows the detailed fee listing, by task, inclusive of professional services and out-of-pocket expenses.

Task	Cost
Task 1 – Scoping Meeting, Project Initiation and Data Request	$2,000
Task 2 – Assess Current Recycling Program and Future Needs	$3,000
Task 3 – Conduct Facility Programming for Recycling Drop-off Center	$15,000
Task 4 - Evaluate Options for Implementation	$5,000
Task 5 – Draft Report and Present the Results	$5,000
Total	**$30,000**

Additional Services that could be provided by SAIC include the following:

- Detailed Design – Including civil, structural, electrical, landscape and construction phasing drawings;
- Environmental Assessment, Permitting, Utility Agreements – Including local, state and federal assessments and permitting;
- Public Meetings – Including preparation of handouts and presentation materials for meetings or workshops;
- Bidding Assistance – Including bid documents, pre-bid meetings, bid analyses, and recommendations for award; and
- Construction Period Services – Including review of shop drawings and submittals, response to contractors' requests for information, field inspections, assistance with change order requests, etc.

The above examples are provided for information only and are not included in the fees proposed

APPENDIX

Project Team Resumes

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Mary Chamberlain

Ms. Chamberlain is an Environmental Analyst who focuses her assistance in the areas of solid waste management, primarily for local government agencies. Her work includes evaluating solid waste and recycling programs for efficiency and cost effectiveness, data collection and analysis, benchmarking, recommending improvements, and developing implementation plans.

Prior to joining SAIC, Ms. Chamberlain worked for five years as the Recycling Coordinator for the City of Fargo, North Dakota. Her previous work has provided her with experience in many aspects of a municipal solid waste management utility, including operations, financial analysis, program planning, and public education. Her experience in program planning includes the construction of a permanent Household Hazardous Waste (HHW) collection facility; the implementation of a pilot curbside recycling program; the development of a commercial cardboard recycling program; and the production of a 20-minute recycling video.

Professional Experience

Feasibility and Procurement

Ms. Chamberlain has assisted in facility design and procurement involving the evaluation of solid waste technologies; conducting economic analyses involving capital, O&M, and program costs; directing a procurement process to select a preferred technology and/or vendor; and implementation of the services. Examples of these types of projects have included the following:

- **Materials Recovery Facility Options & Procurement –** McLeod County, Minnesota; provided technical assistance to the County for the development of a County-owned materials recovery facility (MRF). Assisted the County in the planning, designing, and procurement phases of constructing the MRF. Ms. Chamberlain projected quantities and types of recyclable materials to be collected and transported within the County for processing. She also evaluated and developed recommendations for specific processing equipment and assisted with procuring the equipment. The County's MRF became operational in the spring of 2004. SAIC has assisted with MRF-related issues since operations began, including assisting the County in procuring marketing/brokering services for its recyclable materials and negotiating hauling contracts.

University of Minnesota

B.S., Natural Resources and Environmental Studies

SAIC

- **HHW Collection Expansion Feasibility Study –** Sarasota County, Florida; Ms. Chamberlain assisted with this feasibility study to identify a preferred alternative for the expansion of the HHW collection infrastructure within Sarasota County. SAIC evaluated the current and anticipated participation in the HHW collection program, identified four alternatives for upgrading the existing HHW collection infrastructure, provided a conceptual facility description, and recommended a preferred HHW collection infrastructure upgrade that would serve the County's anticipated collection needs over the next ten years.

Waste Management Planning and Technical Assistance

Ms. Chamberlain has assisted local governments with an array of solid waste management planning assistance. These projects typically include reviewing solid waste programs, analyzing data, recommending changes to an existing program, developing an implementation plan, and/or assisting with procurement procedures. Solid waste planning and technical assistance projects have included the following:

- **Technical Assistance –** Ramsey County, Minnesota; between 2001 and 2011, Ms. Chamberlain assisted municipalities in Ramsey County with procurement of recyclable materials collection services including RFP development, proposal analysis, and contract negotiations. Other assistance to the County included: an analysis of internal recycling operations in County buildings; monitoring of market prices for recyclable commodities; the facilitation of a workshop for city recycling program managers to address recycling contract issues; and research on revenue sharing arrangements, multi-family recycling options, and recycling opportunities for expanded polystyrene.

  As part of the technical assistance to Ramsey County, Ms. Chamberlain assisted the City of Roseville with a pilot study to analyze the impacts of five different collection and public education methods on the quantity and quality of residential recyclable materials collected at the curb.

- **Materials Recovery Facility Review –** Dauphin County, Pennsylvania; conducted a peer review of a local engineer's design and construction specifications of a materials recovery facility (MRF). The MRF plans were evaluated on the basis of the size of the tip floor and storage area, the layout of the equipment, the flow of materials through the facility, and the technical contract provisions considered for inclusion in the procurement documents. Recommendations were made to assist the County in the design, contracting, and construction of the proposed facility.

- **Integrated Solid Waste Management Plan –** County of Kaua'i, Hawai'i. Reviewed the County's waste diversion programs including drop-off recycling, HHW, beverage container redemption, green waste collection, and waste reduction and reuse activities. Provided recommendations for the short and long-term to further increase diversion, minimize costs, promote sustainability, and increase participation in the County's solid waste management programs for the next fifteen years.

- **Stakeholder Feedback Facilitation –** Hennepin County, Minnesota; Ms. Chamberlain worked with County staff to identify key stakeholders that would most likely be affected by changes to the County's solid waste management system. Ms. Chamberlain facilitated meetings with stakeholders, discussed the County's proposed strategies to transform its solid waste system, gathered feedback, synthesized comments and drafted a report with findings and recommendations for the County to consider in its effort to increase waste diversion and recycling in Hennepin County.

- **Technical Assistance –** Washington County, Minnesota; As part of a project team, Ms. Chamberlain assisted the County in examining residential recycling activities and participation in each of the County's municipalities, including research and analysis of multi-family housing recycling services, variable rate pricing, and mandatory separation ordinances. Data was collected from City and County staff as well as from on-line records. A needs assessment was conducted and recommendations were made to the County to improve partnerships with the municipalities on recycling-related issues and to make improvements to its grant program to better distribute recycling funds to municipal programs.
- **Strategic Planning and Program Review –** City of Sioux City, Iowa; evaluated the City's solid waste, yard waste, and recyclable materials collection programs. Observed and evaluated the City's collection routes and use of equipment, staffing, scheduling, and overall program parameters. Also observed and evaluated the operations of the City's MRF. Tactical and strategic recommendations were made to improve programs and address financial deficit.
- **Regional Solid Waste Master Plan –** City of Sioux Falls, South Dakota; for the waste diversion section of the solid waste master plan, assessed regional opportunities to share diversion facilities and equipment; evaluated materials recovery, processing, and reuse programs; and evaluated the City's public education and marketing program.

Solid Waste and Recycling Efficiency

Ms. Chamberlain has evaluated local governmental solid waste and recycling programs. The evaluations include review of various services including collection, processing and disposal. Evaluation components typically include management, financial, and operations reviews; specific program recommendations; and implementation of improvements. Recent efficiency projects have included the following:

- **Solid Waste Efficiency Study –** Minneapolis, Minnesota; observed the City's solid waste and recycling collection routes and evaluated the City's use of equipment, staffing, scheduling, and overall program parameters. Assisted with the evaluation and the report of the City's solid waste and recycling collection and fleet maintenance services.
- **Solid Waste Management Plan –** St. Louis County, Missouri; as part of the development of the County's Solid Waste Management Plan, coordinated sending written surveys to facilities that dispose, process, and/or transfer solid waste and/or recyclable materials generated within the County. Also reviewed the County's household hazardous waste (HHW) collection program, conducted a benchmarking survey of HHW collection programs in other parts of the country, and evaluated various long-term HHW collection options available to the County.
- **Solid Waste Management Study –** Douglas, Arizona; funded by the North American Development Bank, this project assessed the current and future needs for municipal solid waste (MSW) collection services in this rural city on the Mexican border. Observed the City's solid waste collection routes and evaluated the City's use of collection equipment, staffing, scheduling, and overall program parameters. Financial and operational recommendations were made for possible improvements to the City's MSW collection and waste diversion programs.

- **Electronics Recycling Cost Analysis –** California Integrated Waste Management Board; reviewed a cost reporting system for the California Electronic Waste (e-waste) Recycling Program, including net cost reporting forms, a guide, and on-line training webinars. SAIC managed a study to analyze net costs based on submitted reports. Ms. Chamberlain reviewed forms completed by e-waste collectors and recyclers for completeness and accuracy. SAIC was a subconsultant of Humboldt State University.

Waste Composition and Characterization

Ms. Chamberlain assisted in the following waste characterization studies:

- **Waste Characterization Study –** City of Sioux Falls, South Dakota; Ms. Chamberlain was the Project Manager of a waste characterization of the Sioux Falls Regional Sanitary Landfill. Municipal Solid Waste (MSW) was physically sorted and construction and demolition (C&D) debris was visually assessed. SAIC estimated the types and quantities of potentially recoverable recyclable and compostable materials in the waste stream, establishing a baseline for measuring the impacts of future program activities. In addition, SAIC recommended potential diversion opportunities for some of the City's MSW and C&D waste stream.
- **Recyclable Materials Characterization Study –** Broome County, New York; as part of Broome County's Local Solid Waste Management Plan update, SAIC conducted a characterization of the County's recyclable materials stream in September of 2008. Ms. Chamberlain was the Project Manager and supervised the physical sampling and sorting of 34 residential and mixed loads into 22 recyclable material categories. SAIC estimated the types and quantities of materials currently collected for recycling, established a baseline for measuring the impacts of future program activities, and compared the County's composition results to other studies.
- **Waste Characterization and Recycling Study –** City of New York Department of Sanitation; as one of the largest studies of its kind completed to date, the study consisted of a preliminary waste characterization study, a study of residential refuse and recycling, a study of street basket waste, and a study of multi-unit apartment building recycling. During the project, 4,300 samples were sorted into 91 categories over four seasons. Specifically, Ms. Chamberlain was crew chief of recyclable materials sorting events, and she served as building surveyor for the multi-unit apartment building recycling portion of the project, which identified correlations between various physical and operational building characteristics and successful recycling, developing five statistical measures of recycling success.

Environmental Publications and Presentations

"Evolution of Municipal Household Hazardous Waste Collection Programs," American Public Works Association (APWA) Reporter, March 2005 and presentation at the 2005 APWA International Public Works Congress and Exposition, Minneapolis, MN, September 2005.

Robert W. Craggs

Mr. Craggs serves as the Vice President and National Director of SAIC's Solid Waste Section. With more than 20 years of industry experience, Mr. Craggs specializes in integrated solid waste management and approaching this service with a business planning perspective while assisting local, regional, and state governmental organizations with their solid waste management needs. To promote practical solutions, he has directed several waste characterization studies to establish program baselines.

Mr. Craggs' legal training enables him to grasp complex statutory and regulatory requirements, as well as to formulate creative approaches to integrated solid and hazardous waste management. He offers facilitation skills to foster public policy decision-making related to environmental and energy related issues. Mr. Craggs has presented at numerous national and regional solid waste management forums and conferences. In addition, he has held positions as adjunct faculty at local universities teaching solid waste and environmental studies. He is also a SWANA Member and is the past Chair of the Planning and Management Technical Division of national SWANA.

Provided below are a select set of project descriptions.

Professional Experience

Waste Management Planning

Mr. Craggs has assisted local governments with solid waste management planning. These projects typically include review of existing solid waste system, evaluation of alternative integrated solid waste management systems, directing public involvement throughout the planning process, recommending an alternative solid waste system, and development of an implementation plan. Select solid waste management plans have included the following:

- **Solid Waste Management Plan Update –** McLeod County, Minnesota; assisted this county which hosts a large regional landfill with several plan updates.
- **Regional Solid Waste Master Plan and Sustainability Plan –** City of Sioux Falls, South Dakota; as part of a project team, directed the segment of the solid waste management plan addressing waste

University of Iowa

Juris Doctorate

M.A., Urban Regional Planning, Emphasis: Environmental Policy and Planning

Augustana College

B.A., Political Science and Public Administration, Cum Laude

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diversion and facility operations assessments and recently directed the development of a City-wide sustainability plan .

- **Solid Waste Management Plan Reevaluation –** Dakota County, Minnesota; assisted one of the fastest growing counties in the United States evaluate long term solid waste processing and disposal options in the context of their solid waste management plan.
- **Integrated Solid Waste Management Plan –** County of Kaua'i Public Works Department/Lihue, Hawai'i; as project manager assisted the County develop a solid waste management plan that included identifying strategies to promote waste reduction and recycling, facility siting, evaluation of conversion technologies and ensuring long term disposal capacity, and assessment of the County's set of drop-off facilities.

Feasibility and Procurement

Mr. Craggs has directed facility feasibility studies and facility and program procurement. Examples of these types of projects have included the following:

- **Recyclable Materials Collection** - Ramsey County, Minnesota; assisted the County with the procurement of the collection and processing of commingled recyclable materials from County facilities; assisted various municipalities located in Ramsey County with procurement of recycling collection and processing services.
- **Materials Recovery Facility (MRF) Options –** McLeod County, Minnesota; assisted the County in planning, designing, and procuring a recyclable materials drop-off, processing and marketing facility.
- **Anaerobic Digestion Feasibility Study –** Cedar Rapids/Linn County Solid waste Agency; Cedar Rapids, Iowa; assisted this local solid waste agency in assessing the feasibility of managing its organic waste stream applying anaerobic digestion.
- **Recyclable Materials Facility Operations and Marketing Procurement –** Phoenix, Arizona; assisted the City of Phoenix develop an request for proposal (RFP) to operate a single stream recyclable materials processing facility, select a preferred vendor, and contract for these services.
- **Materials Recovery Facility Feasibility Study –** San Antonio, Texas; conducted a study evaluating the recyclable materials processing needs upon converting the City's two-stream recycling program to a single stream recycling program, including various public-private partnerships.
- **Household Hazardous Waste (HHW) Facility Development –** Fargo, North Dakota; McLeod County, Minnesota; assisted these two local governments to plan, design, and procure permanent HHW collection facilities.
- **Materials Recovery Facility Feasibility Study –** Solid Waste Authority of Central Ohio; assisted this regional entity to evaluate various recyclable materials processing options, including mixed waste processing, commingled materials processing, and commercial paper processing.

Solid Waste and Recycling Efficiency

Mr. Craggs has directed several evaluations of local governmental solid waste and recycling programs. These evaluations include review of various services including collection, drop-off, processing, and

disposal. Evaluation components typically include management, financial, and operations reviews; specific program recommendations; and implementation of improvements. Some of these projects have included the following:

- **Solid Waste Efficiency Study –** Minneapolis, Minnesota; evaluation of the City's collection (solid waste and recycling) services and recommendations for program improvements.
- **Pay-As-You-Throw (PAYT) Study –** Cary, North Carolina; directed an evaluation of the Town's solid waste and recycling collection programs and the potential impacts a PAYT program would have on waste diversion.
- **Solid Waste Efficiency Study –** Phoenix, Arizona; evaluation of the city's collection (solid waste, bulky, yardwaste, and recycling) and disposal services. Assisted the City with implementation of program improvements.
- **Solid Waste Efficiency Study –** Oklahoma City, Oklahoma; evaluation of the City's collection (solid waste, bulky, yardwaste, and recycling) services and implementation of program improvements.
- **Solid Waste Assessment Privatization –** Dallas, Texas; evaluation of the City's Sanitation Services landfill disposal program, business model review, and procurement of privatization options.

Presentations and Publications

"Single Stream: A Panacea for Residential Recycling" Wastecon, October 2003.

"Creating a Regional Authority Improves Operations and Reduces Costs," SWANA Planning and Management Symposium, June 2009.

"Plasma Arc Gasification and Its Applicability to MSW Management," SWANA Planning and Management Symposium, June 2009.

Numerous other presentations at state and national SWANA Conferences.

Karl Hufnagel, P.E.

Mr. Hufnagel has more than 40 years of experience in management consulting and facility planning and design engineering for industrial and municipal clients. Since 1986 he has specialized in solid waste management including program analysis and planning, organizational and operations assessment, facility siting, conceptual and detailed design, environmental review, project permitting, equipment procurement, construction management, and alternative project delivery. Mr. Hufnagel has a reputation for skillfully managing multi-discipline teams of engineers, analysts, scientists, and technical staff on complex solid waste management projects throughout the United States.

University of Idaho

B.S., Civil Engineering

Professional Registrations/ Certifications

Professional Engineer
Washington and Hawaii

Professional Experience

Transfer Station Replacement

County of Hawai'i Department of Environmental Management/Hilo, Hawai'i

Project Manager/Technical Lead. Mr. Hufnagel is technical lead for the planning and design process for replacing four of the County's 21 rural solid waste transfer and recycling stations. The new facilities have been reclassified as recycling stations to denote the emphasis being placed on resource diversion and recycling. Prototypical designs have been developed for the major elements of the stations which will allow the County to replicate these elements at other stations in the future. Individual site master plans were developed for the initial four sites. Construction at the first site was completed in 2011 and received the SWANA 2012 Excellence Bronze award for transfer stations. Design for the second facility is now underway.

Full Service Recycling Drop-Off and Waste Transfer Facility

City of Owasso, Oklahoma

Facility Design Lead. The City of Owasso is interested in developing a new full service recyclables drop-off and waste transfer facility that includes provisions for collection of household hazardous waste and other hard to handle materials such as appliances, tires and bulky wastes. Mr. Hufnagel worked with the City to develop a detailed program of facility requirements and then prepared alternative site arrangements and designs for the new facility and prepared detailed cost estimates.

Site Master Planning

Kent County, Michigan

Facility Design Lead. Kent County is considering implementation of a flow control ordinance which would direct approximately 700,000 tons of municipal solid waste to the County's waste-to-energy facility, transfer station and landfill. Mr. Hufnagel led an assessment of the throughput

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capacity of the County's facilities to determine the impact of flow control ordinance on facility operations and to ascertain whether additional facilities and/or facility improvements are needed. As part of this effort he developed facility master site plans for a new "greenfield," campus-style solid waste management facility and for the County's existing North Kent waste management site.

Solid Waste Management Facility Master Planning

Snohomish County Solid Waste Management Division, Washington

Project Manager. Mr. Hufnagel managed the master planning process for the County's existing North County Recycling and Transfer Station site. As part of this process the planning team developed six separate alternative site master plans that adapted the existing facilities and added new facilities including a public convenience center, household hazardous waste (HHW) facility, transfer building, and support facilities.

Citrus County Transfer Station and Citizen Service Area Site Master Plan

Citrus County/Florida

Project Manager/Facility Planner. Mr. Hufnagel managed and was the primary facility planner, for a new 600 TPD solid waste transfer station and a 100 TPD citizen service area on a 17-acre parcel located adjacent to the county's central landfill. Mr. Hufnagel developed and analyzed current waste stream and site data, in addition he worked with the county operating staff to develop a comprehensive facility program. The site master plan was then used in a design-build alternative delivery process for the new facilities.

Bow Lake Recycling and Transfer Station

King County Solid Waste Division/Washington

Project Manager. Mr. Hufnagel is managing the master planning, design and construction for this major new facility. Applying a 25-year planning horizon, the project addresses issues of capacity, service, and environmental impacts for this station, which handles nearly 35 percent of the County's waste stream. Specific design requirements include the addition of compactors to prepare the station for waste export, improved vehicle access and reduced queuing, increased recycling functions, and upgrades to the scale facilities. The design of a 2,500 TPD recycling and transfer station developed under the U.S. Green Building Council's LEED sustainable design and construction program (LEED Gold rating).

Household Hazardous Waste Program Expansion

Sonoma County Waste Management Agency/California

Project Manager/Technical Lead. Mr. Hufnagel assisted Sonoma County with a phased evaluation and expansion of their HHW program. The expanded program evaluated included two new full service receiving and processing facilities and up to three satellite receiving facilities to supplement their single full service facility. The new facilities would replace most of their current collection event program, as well as part of the toxic rover program. The initial phase of the work involved a life cycle financial analysis of the benefits of the proposed new facilities.

Beaufort County Recycling and Transfer Station Planning

Beaufort County, South Carolina

Lead Planner. Mr. Hufnagel assisted the County with siting and site master planning for one, or possibly two, campus-style waste management facilities that will include a transfer building, public convenience dropoff center, HHW facility, scale facility, and cardboard processing facility.

Airport Road Recycling and Transfer Station

Snohomish County Solid Waste Management Division/Washington

Project Manager. Mr. Hufnagel was the project manager for the $25 million project for siting, environmental review, conceptual and detailed design, permitting, and construction of a 1,500 TPD solid waste transfer station and recycling facility. He managed the 10-firm team of consultants whose efforts resulted in the October 2003 opening of this world-class facility. The transfer facility included two of the latest preload compactors for MSW and a top-load bay that is used for yard waste and hard-to-handle waste as emergency backup for the compactors. Under Mr. Hufnagel's management, the team was able to deliver the completed ARTS facility in 37 months.

Publications, Awards & Recognition

Coauthor. Skagit County Resource Recovery Facility, *Design of a 2,500-kW Waste-to-Energy Plant*, with Arthur J. Butler, 1989.
The Changing Role of Transfer Stations, R. W. Beck, Summer 1993.
Recent Transfer Station Siting Efforts in King County Washington, co-author with Neil Fujii and Erik Colville, 1995.
Integration of Material Recovery and Transfer Station Operation in a Rural County Setting, co-author with Delroy Cox, 1995.
ARTS: Snohomish County Washington Moves to the Forefront in Waste Transfer Facilities, MSW Management, November/December 2003.
Coauthor. *The Challenges of Tipping Floor Design and Siting a Solid Waste Facility at a Commercial Airport: A Case Study,* with Jeffrey P. Kelley-Clarke, SWANA WASTECON 2004 Conference, September 2004
Coauthor. *Follow That Sign: Getting Through A Waste Handling Facility Safely and Efficiently,* with James Engelhardt, SWANA WASTECON 2005 Conference, September 2005
Site Savvy, Waste Age, September 2005
Coauthor. *Comparative Evaluation of Conversion Technologies and Waste Export Disposal Options in King County Washington,* with Kevin Kiernan, SWANA WASTECON 2007 Conference, October 2007
Innovative Transfer Station Design – A Case Study in King County Washington, SWANA WASTECON 2010 Conference, August 2010
Transfer Station Seeks the Best of Both Worlds, Waste Age, January 2012
Coauthor, *Exploring Mixed Waste Processing Opportunities in Boulder Colorado: Evaluating the Business Case for a Dirty MRF,* SWANA WASTECON 2012 Conference, August 2012
Coauthor, *Pahoa Recycling and Transfer Station,* SWANA WASTECON 2012 Conference, August 2012
Solid Waste Association of North America 2012 Excellence Award for Transfer Stations Pahoa Solid Waste Facility

Affiliations & Registrations

Chairman, The Solid Waste Association of North America's Transfer Station Committee on Transfer Station Development and Design, 2004-2005
Founder and past President, Puget Sound Professional Chapter of Engineers Without Borders – USA 2005-2007
Secretary, Evergreen Chapter of the Solid Waste Association of North America,
Certified instructor of the Solid Waste Association of North America's Transfer Station Manager's Course

Fred Doran, P.E.

Mr. Doran is a Local Solid Waste practice Leader and Project Manager with SAIC working with public solid waste management systems. He manages projects that provide clients with innovative solutions to technical and financial challenges. His projects have won engineering awards and earned recognition within the industry. His experience includes feasibility studies, facility siting and design, permitting, hydrogeologic investigations, leachate and landfill gas system design, environmental reporting and construction management. Mr. Doran has also performed efficiency studies and financial reviews of solid waste management systems that examine the operations and financial conditions of a system and offer recommendations to assist clients in improving their competitiveness.

Mr. Doran is successful in keeping complex and multi-phase projects on schedule due to regular contact with the client, regulatory agencies and all other interested parties in a project. Mr. Doran is also a frequent speaker at environmental engineering conferences and seminars and has published articles in trade journals.

Professional Experience

Facility Permitting, Design, and Construction

Mr. Doran has managed projects to close existing landfills, as well as perform all the steps needed to construct and expand landfill facilities. These projects have included closure, groundwater monitoring, annual reporting, applications for solid waste, air quality and water quality permits, liaison with state regulatory agencies, Environmental Impact Reports (EIR), Environmental Assessment Worksheets (EAW), design of lined and unlined landfill cells, financial assurance requirement calculations and preparation of leachate management plans.

- **Crow Wing County MMSW and Demolition Landfills, Minnesota –** Permit work included EAWs, permit applications, plans and specifications for cell construction and closure, and annual reporting.
- **East Central Solid Waste Commission, Minnesota –** Directed development of a permit application for a vertical expansion, implementing 3:1 slopes and final cover removal to increase capacity over existing footprint. Prepared plans and specifications and documented construction of composite lined cell. Developing

University of Wisconsin, Madison

M.S., Civil and Environmental Engineering

B.S., Civil and Environmental Engineering

Professional Registrations/ Certifications

Professional Engineer Chemical: SD, MN, WI

OSHA 40-hr Health and Safety

Landfill Management and Operations, MPCA

SAIC

environmental and permit documents for 40 acre expansion, including wetland mitigation.

- **Lyon County Regional Landfill, Minnesota –** Currently providing technical review and quality assurance for an expansion permit as well as cell construction plans and specifications. The cell design incorporates an inward gradient system to maximize airspace.
- **McCommas Bluff Landfill, Dallas, Texas –** Successfully managed a permit modification for one of the largest public landfills in the US to incorporate bioreactor technology. Work included benchmarking, community outreach, academic involvement, air permitting, conceptual design, slope stability, and the permit application.
- **Scepter Industries Industrial Waste Landfill, Bicknell, Indiana –** Directed design of composite liner with leachate collection, provided quality assurance on construction and managed development of landfill expansion plans, as part of permit modification.
- **North and South Transfer and Demolition Facilities, Hubbard County, Minnesota –** Permitting of transfer stations and recycling center, and design of demolition debris landfill expansions.
- **Tellijohn Sanitary Landfill, Inc. –** Le Sueur, Minnesota; responsible for closure, groundwater monitoring and annual reporting activities for this one million cubic yard landfill.
- **Woodlake Sanitary Landfill, Medina, Minnesota –** Developed closure plan, including clay cover design, slope stability analysis and combined leachate-gas extraction system design, reviewed documentation and certification report for closure, designed environmental monitoring system as part of permit application.
- **Northeast Otter Tail Sanitary Landfill, Minnesota –** Design of a lined ash and MSW landfill, closure of existing facilities, draft EAW, industrial waste management plan, financial assurance calculation, and leachate management plan.
- **Wadena County Recycling Center & Transfer Station –** Minnesota; assisted in design of recycling center to manage 1,000 tons per year of recyclables and transfer of over 6,000 tons per year of municipal solid waste.
- **Southeast Missouri Solid Waste Management District –** Perryville, Missouri; developed geologic and regulatory criteria required for landfill siting, identified preferred sites, and provided cost estimates for construction, operation and closure.
- **Adams County Landfill –** Wisconsin; performed geotechnical requirements for initial site report for lined landfill and prepared site report.
- **Marinette County Landfills –** Wisconsin; developed test program at several potential borrow sources for clay liner soils for landfills, documented investigations and collected soil samples, provided QA/QC and developed groundwater monitoring program.
- **Pierce County Landfill –** Wisconsin; designed clay liner that incorporated a groundwater collection underdrain. Documented soil borings and groundwater monitoring well installation.
- **Lake Area Disposal Landfill –** Sarona, Wisconsin; completed conceptual design, life-cycle cost estimate, groundwater monitoring plan and engineering report for lined expansion.

Facility Efficiency and Financial Evaluation

Mr. Doran managed projects to evaluate the efficiency of several solid waste management systems' delivery of solid waste services, including transfer and landfill operations. His work included field observations and benchmarking of major cost and revenue components compared to peer communities. His recommended modifications regarding use of system personnel, equipment, operations, funding methods and waste delivery quantities have contributed to a reversal in the decline of a regional solid waste management system and improved efficiencies in other systems. His financial reviews also included regional market tipping fee analysis in the face of competition between multiple landfills and an evaluation of needed capital improvements and operations & maintenance programs of a system consisting of an RDF plant, landfill and nine transfer stations.

- **Crow Wing County MMSW and Demolition Landfills –** Minnesota; permit work included EAWs, permit applications, plans and specifications for cell construction and closure, and annual reporting.
- **East Central Solid Waste Commission –** Mora, Minnesota; directed development of a permit application for a vertical expansion, implementing 3:1 slopes and final cover removal to increase capacity over existing footprint. Prepared plans and specifications and documented construction of composite lined cell.
- **Scepter Industries Industrial Waste Landfill –** Bicknell, Indiana; directed design of composite liner with leachate collection, provided quality assurance on construction and managed development of landfill expansion plans, as part of permit modification.
- **Solid Waste Management Efficiency Study –** City of Phoenix, Arizona; led this landmark evaluation study of the City's service delivery efficiency, including field observations and benchmarking of the collection systems and landfill operations. Recommended specific changes and overall strategies for cost savings, service improvements and contracting opportunities.
- **Gregory Canyon Landfill –** San Diego County, California; completed due diligence review of facility permit and design documents on behalf of the developer to secure project financing.
- **LandComp Landfill Valuation –** LaSalle County, Illinois; provided review of permit, design documents, and proposed operating budget. Developed operations cost model for use in calculating facility value for financing.
- **Fountain County Solid Waste Management System –** Indiana; evaluated six alternatives to manage waste, including transfer station, county or regional landfill, or direct haul out of county. Included costs for closure of existing landfill and all cost categories for constructing a new landfill.
- **Landfill Valuation –** Kent County, Michigan; developed operations cost model used in calculating value of MSW combustor ash and MSW by-pass landfills.
- **Regional Market Tipping Fee Analysis –** Private Company; Midwest; reviewed costs for landfill cell development, operations, financial assurance and environmental monitoring and the impact of these costs on tipping fees of landfills competing with the client landfill. Compared the tipping fees of these competing landfills with market information on regional tipping fees.

- **Mixed Municipal Solid Waste Landfill Capacity Assessment –** Dakota County, Minnesota; performed literature research on landfill cover, materials compaction and landfill settlement to assess quantity of materials projected to be landfilled.
- **Landfill Development & Operations Cost Independent Review –** SDDS, Inc.; South Dakota; review of cost estimates, using a landfill cost model, to independently estimate costs over 20 year period to verify SDDS internal estimates. Completed permitting due diligence and provided expert testimony for the proposed design.
- **Landfill Efficiency Study –** City of Dallas, Texas; completed field observations and provided recommendations to allow cost savings in landfill design, operation, and capital funding.
- **Landfill Development Independent Review –** Garnet, Inc.; King George County, Virginia; managed independent engineering review of proposed 4000 TPD landfill, including review of operating agreements, cost estimates and permitting documents and preparation of consulting engineer's report of the project's capital financing.
- **Operations and Financial Review –** Roanoke Valley Resource Authority; Roanoke, Virginia; reviewed financial and operations aspects of system consisting of transfer station and landfill and recommended changes to improve efficiency and reverse decline in waste delivery.
- **Annual Operations and Capital Budget Review –** Southeastern Public Service Authority; Virginia; annually completes site observations and reviews proposed capital budget and maintenance improvements for the Authority's transfer and disposal system.
- **Fond Du Lac County Landfill –** Wisconsin; performed life-cycle cost estimate to determine whether to expand landfill or haul waste to another location.

Publications and Presentations

Facility Efficiency and Financial Review

- Doran, Fred J. 1998 Competitive Assessment: Are You Operating at Your Full Potential. Proceedings of the 20th International Madison Waste Conference, Madison, Wisconsin.
- Doran, Fred J., Blake Van Leer and Bill Hardigg. 1996 The Non-Madness of King George: Its Public/Private Solid Waste Partnership. Waste Age, Volume 27, No. 1.
- Doran, Fred J., Blake L, Van Leer and Bill Hardigg, 1995 An Innovative Public/Private Solid Waste Management Partnership: King George County, Virginia and Garnet, Inc. Proceedings of WASTECON 1995, Baltimore, MD Solid Waste Association of North America.

Tonya L. Koller

Civil Engineer

Ms. Koller is a Civil Engineer in SAIC's Solid Waste Practice. Her work is mainly focused on providing facility siting and design, cost estimating, permitting, environmental monitoring and reporting, and construction management services for municipal solid waste landfills.

Professional Experience

Facility Design and Construction

East Central Solid Waste Commission Landfill, Minnesota

Project Engineer. Developed specifications, drawings, and construction cost estimates for Phase 1-4 Partial Closure, Leachate Pond 2 Construction, and Phase 6A Cell Construction. Provided on-site engineering construction oversight during expansion of the landfill gas collection and control system (GCCS), partial closure construction, and leachate pond construction.

Lyon County Solid Waste Facility, Minnesota

Project Engineer. Developed specifications, drawings, and construction cost estimates for Phase 7 Closure and developed quantities estimate for landfill gas collection and control system. Provided on-site engineering construction oversight during installation of the geomembrane liner for MSW cell and leachate treatment ponds.

City of Sioux Falls Municipal Landfill, South Dakota

Project Engineer. Developed specifications, drawings, and construction cost estimates for Cell 3, Leachate Pond 3 Construction, and leachate and landfill gas expansion systems. Provided project management services including submittal review, project oversight, pay application review and approval, and review of quality assurance testing.

Facility Permitting and Regulatory Requirements

Crow Wing County MMSW Landfill, Minnesota

Project Engineer. Prepared industrial stormwater pollution prevention plan as required by the MPCA. Prepared permit reissuance required by the MPCA for landfill operation and expansion including phasing plans, leachate management plans, liner and cover design.

East Central Solid Waste Commission Landfill, Minnesota

Project Engineer. Prepared various regulatory documents required for continued operation, including permit reissuance required by the Minnesota Pollution Control Agency (MPCA) for landfill operation and expansion including phasing plans, leachate management plans, liner and cover design, and quarterly leachate recirculation reports mandated by the MPCA.

South Dakota School of Mines and Technology

B.S., Civil Engineering,

Professional Registrations/ Certifications

Engineer in Training

OSHA, 40-hour Health & Safety

Key Expertise

- Solid waste facility design and construction
- Leachate recirculation technology design, construction and operations
- Financial analysis for landfill closure and post-closure

SAIC

Lyon County Solid Waste Facility, Minnesota

Project Engineer. Prepared quarterly and annual leachate recirculation reports mandated by the MPCA. Prepared leachate demonstration closeout report for the County.

City of El Paso, McCombs MSW Landfill, Texas

Project Engineer. Prepared a major permit modification for the Texas Commission on Environmental Quality for a vertical expansion of the landfill including phasing, landfill gas management, leachate management, and liner and cover design plans.

Facility Operations Evaluation

City of Coolidge, Arizona

Provided financial assurance calculations for City landfill Closure and Post-Closure funds. Provided assistance for development of Cost-of-Service study to allocate costs to the appropriate cost centers and determine associated costs.

Collier County, Florida

Provided financial assurance review for county landfill Closure and Post-Closure funds.

Madison County, Indiana

Provided financial assurance calculations for Closure and Post-Closure trust fund review.

Lyon County, Minnesota

Completed tipping fee model to provide the County with next twenty years review of revenues and expenses along with year-end projections and tipping fee recommendations.

City of Huron, South Dakota

Developed a feasibility analysis for the potential for the City to operate a materials recovery facility and/or production of processed engineered fuel at the City's transfer station.

City of Sioux Falls, South Dakota

Conducted benchmark surveys for review of tipping fee rates. Completed tipping fee model to provide the City with review of revenues and expenses encumbered to date along with year-end projections. Completed Cost-of-Service study to allocate costs to the appropriate cost centers and determine associated costs.

CC Regular Session **7. 2.**

Meeting Date: 10/23/2012

Submitted For: Tim Gladhill By: Tina Goodroad, Community Development

Information

Title:

Request for Final Plat Review of NORTHGATE ADDITION (Minor Plat) and Request for Site Plan Review and Conditional Use Permit for Northgate Performing Arts Center at the North East Intersection of Sunwood Drive and Peridot St; Case of PSD, LLC and Northgate Church

Background:

Northgate Church is proposing construction of a performing arts center that will include 504 auditorium seats, two classrooms, nursery and lobby area on the property legally described as Ramsey Town Center 14th Addition located at the northeast corner of Sunwood Drive and Peridot Street NW. In order to accomodate the request, the parcel must be platted as part of the request for NORTHGATE ADDITION.

Attached to this case is a separate Staff Memorandum for parking analysis, included as Attachment 12.

Notification:

A public hearing is not required for the site plan review. However, Staff attempted to notify all property owners within 350 feet of the Subject Property of the request for a Conditional Use Permit and property owners within 700 feet of the Subject Property of the request for Sketch Plan Review of NORTHGATE ADDITION via Standard US Mail. The Public Hearing was published in the Anoka County Union.

Observations:

The Subject Property is zoned Mixed Use and is located within the COR-3 Sub-District. Institutional uses are a conditional use in this subdistrict. The Subject Property is located immediately west of the Allina Medical clinic and directly south of the PACT Charter School. The proposed structure is 15,242 square feet in size with a future expansion area identified on the site plan immediately north of the proposed structure of approximately 13,000 sq. ft. The minimum F.A.R in this subdistrict is 0.25; the proposed F.A.R. is 0.257 with this initial construction.

The site will derive public access from a shared driveway with the Allina site to the east from Sunwood Drive. An existing access easement is recorded on the site. The COR-3 Sub-District requires that blocks be more internally oriented with driveways, parking lots and walkway connections in the center, ringed by buildings. The position of the proposed structure at the southwest corner of the site, shared drive access and proposed parking lot located to the side and rear of the structure meets the intent of this requirement.

The COR-3 Sub-District setback from the street is 0-15 feet with at least 60% of any street frontage meeting this build to line. The proposed structure is located along this build to line on both the Sunwood Drive and Peridot Street NW elevations. The proposed building frontage on Sunwood Drive is 54% where 60% is required. The COR Design Framework allows for flexibility in meeting this frontage by allowing an architectural wall with a minimum height of 3 feet and a maximum of 4 ½ feet to be used to meet this 60% building frontage requirement. This method has been successfully used to frame the Allina site. Staff recommends an extension of a similar wall, as along the Allina site, to fulfill the building frontage requirement and satisfy required parking lot screening for the proposed spaces facing Sunwood Drive. This addition will provide necessary consistency to the frontage of Sunwood Drive. The applicant supports this condtion.

The proposed building frontage along Peridot Street is 46%. When combined with the percentage along Sunwood Drive the total building to street frontage is 49%. The applicant has indicated a building addition in the northern portion of the site. Once this addition is complete the site will meet the required 60% frontage requirement along the Peridot Street. In the interim, proof of parking is planned where the addition will be situated which may result

in parking facing Peridot Street NW. Since a building addition is planned it seems onerous to require an architectural wall if it will eventually be removed for the building addition. Staff recommends installation of landscape screening that meets the 3 feet height minimum along the entire west property line extending from the northerly building line to the northerly property line to provide parking lot screening and a consistent "street presence" of the site along this western edge. This suggested alternative is consistent with past practices and approvals of other phased developments in the COR. At their meeting on October 4th, the Planning Commission supported this condition as an alternative to a screen wall.

Required sidewalk and streetscaping is installed along the entire portion of Sunwood Drive. The applicant will be responsible for a similar pattern of sidewalk and streetscaping consisting of landscaping, street furniture and lighting along Peridot Street NW.

The COR Design Framework establishes parameters for parking in all subdistricts and sets a minimum parking space standard of one space per five seats for places of assembly (with a maximum of one per three seats). The guidelines also support the use a wide range of parking options to fulfill required parking including use of on-street parking and encouraging shared parking solutions. Based on the total of 504 seats at 1 space per 5 seats a total of 101 parking stalls are required. The applicant is proposing 43 on-site parking stalls, 40 proof of parking stalls (on-site) and 25 on street parking stalls (along Peridot Street NW and 145th Avenue NW) to fulfill its required parking.

While this shared method of parking is different than other "typical" sites in Ramsey, it is the intent in the COR that sites minimize surface parking and create strategies for shared parking between adjacent users particularly when taking advantage of peak and off peak parking cycles. This proposal is an excellent candidate for alternative parking arrangements due to their primary use on Sunday mornings and evenings, opposite of other users immediately adjacent to the site. The applicant has provided a summary of information regarding their proposed use and its intent to install only the parking it needs while relying on shared and joint parking and facility use with PACT, NAU, Allina, the City, and other community groups. The Design Framework states that the City may approve joint parking for one or more businesses where the total number of parking stalls provided for joint use is less than the sum of the total required for each business should they be provide them separately. A written report, as detailed on Page 21 of the Design Framework, is required. Staff is generally supportive of the use of on-street parking for the proposed use, as no parking structures (vertical) are planned in this area.

It is important to note that the first phase construction could meet required parking if the City required the construction of 40 additional stalls, accepted the proposed proof of parking alternative. The applicant is proposing proof of parking as a method to save initial site development and construction costs. The applicant intends to utilize shared parking through cross-parking agreements with PACT, Allina and NAU. Again, the COR Design Framework encourages shared parking as a method to provide required off-street parking. However, any shared parking shall be approved only when it's in close proximity, no conflict in hours and a legally binding instrument for joint use of off-street parking is approved by the City and recorded at the County. While the Northgate intends to share parking through "cross-parking agreements", and has an effective history of doing so, no recordable document has been provided to the City therefore the site is not meeting minimum requirements for off-street parking. This leaves the City in the position of needing to make a decision on whether to support the proposed proof of parking or require installation of the 40 stalls during Phase 1. Options to consider include:

• Require full parking to be installed with Phase 1 due to lack of legally recordable shared parking agreements to meet requirements of the COR Design Framework.
• Provide City with legally recordable shared cross-parking agreement.
• Accept proof of parking plan with a condition that at such time that parking demand is beyond what is provided on-site and the 25 accepted on-street parking stalls, and extending into additional on-street parking areas beyond 300' radius of the site, such proof of parking shall be installed at the applicants expense.

The Planning Commission discussed the proposed parking plan and agreed that a combination of on-street, on-site and use of proof of parking is acceptable for this use for the Phase one construction. The Planning Commission supported the condition that proof of parking may be utilized as written in the Conditional Use Permit resolution.

While this site plan review and Conditional Use Permit request does not include approvals for Phase 2 construction, it is apparent that the
site will be under-parked. While this review is based on the merits of the current application Staff recommends a condition that Phase 2 cannot move forward without recordable cross-parking agreements, or other parking solutions that would meet code (e.g., a parking structure).

At their meeting on October 4, 2012 the Planning Commission unaimously approved the Site Plan, Conditional Use Permit and Findings of Fact.

Funding Source:

All cost associated with processing the application are the responsibility of the Applicant.

Staff Recommendation:

The Planning Commission recommended approval of the Plat, Site Plan and Conditional Use Permit contingent upon compliance with the City Staff Review Letter dated September 28, 2012, with direction by the Planning Commission on the proposed proof of parking plan.

Committee Action:

Motion to adopt a resolution granting Final Plat Approval of NORTHGATE ADDITION;

-AND-

Motion to adopt a resolution adopting findings of fact related to the approval of a Conditional Use Permit for the operation of Northgate Performing Arts Center;

-AND-

Motion to adopt a resolution granting approval of a Conditional Use Permit for the operation of Northgate Performing Arts Center;

-AND-

Motion to approve the Site Plan of the Northgate Performing Arts Center;

All contingent upon compliance with the City Staff Review Letter dated September 28, 2012, with direction by the Planning Commission on the proposed proof of parking plan to support the use of proof of parking as written in the Resolution.

Attachments

Site Location Map
Site Plan Sheet A1
Site Plan Sheet A2
Site Plan Sheet A3
Site Plan Civil Engineering Drawings
Site Plan Architectural Elevations
Minor Plat Review Letter
Site Plan and CUP Review Letter
Development Fee Calculator
DRAFT Planning Commission Minutes dated October 4, 2012

Development Agreement

Development Permit

Parking Memo

RESOLUTION - Final Plat

RESOLUTION - Findings of Fact

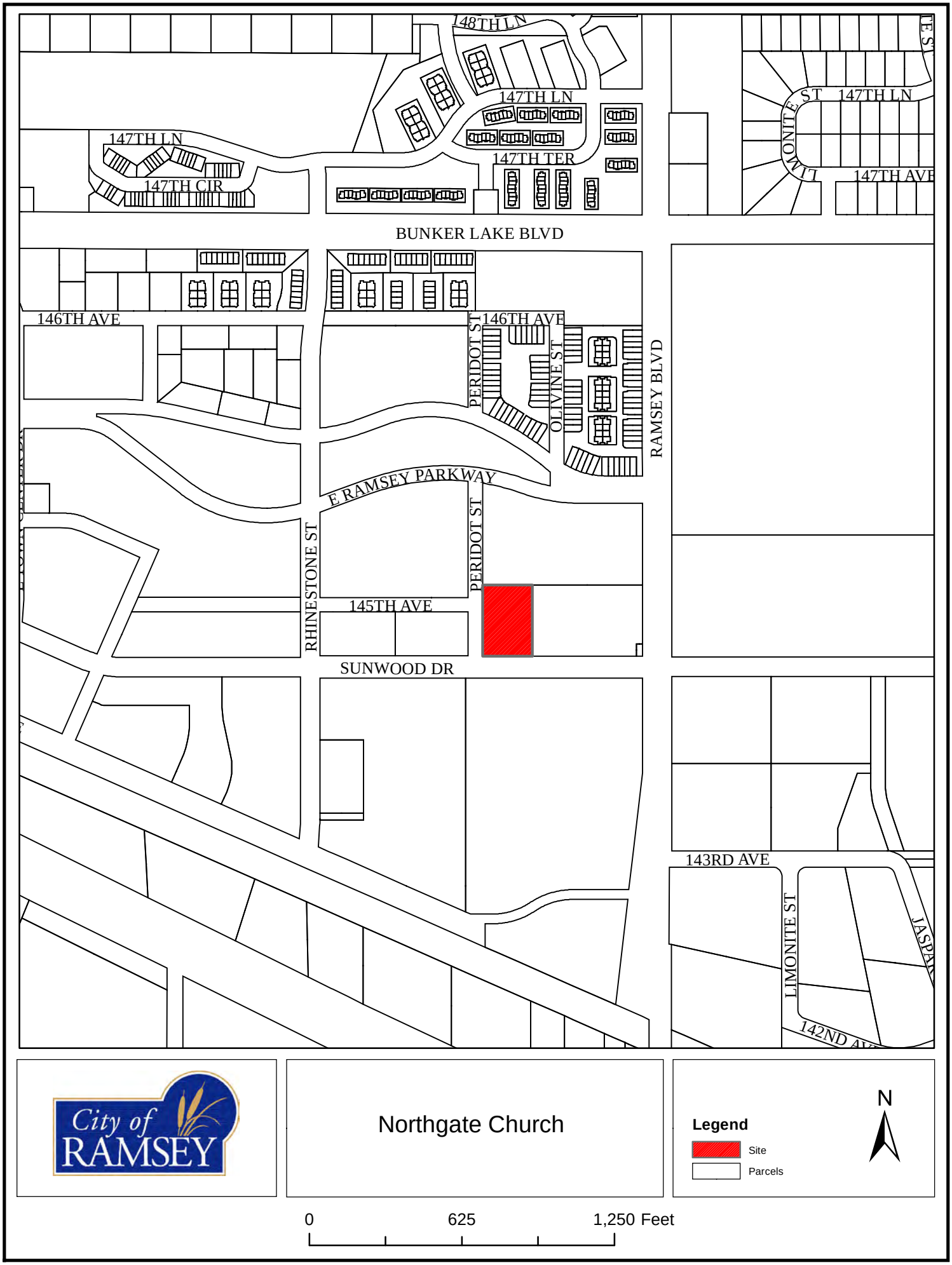
RESOLUTION - Conditional Use Permit

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/18/2012 08:28 AM
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:18 AM

Form Started By: Tina Goodroad Started On: 10/10/2012

Final Approval Date: 10/18/2012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PERIDOT ST
OLIVINE ST
RAMSEY BLVD
E RAMSEY PARKWAY
PERIDOT ST
RHINESTONE ST
145TH AVE
SUNWOOD DR
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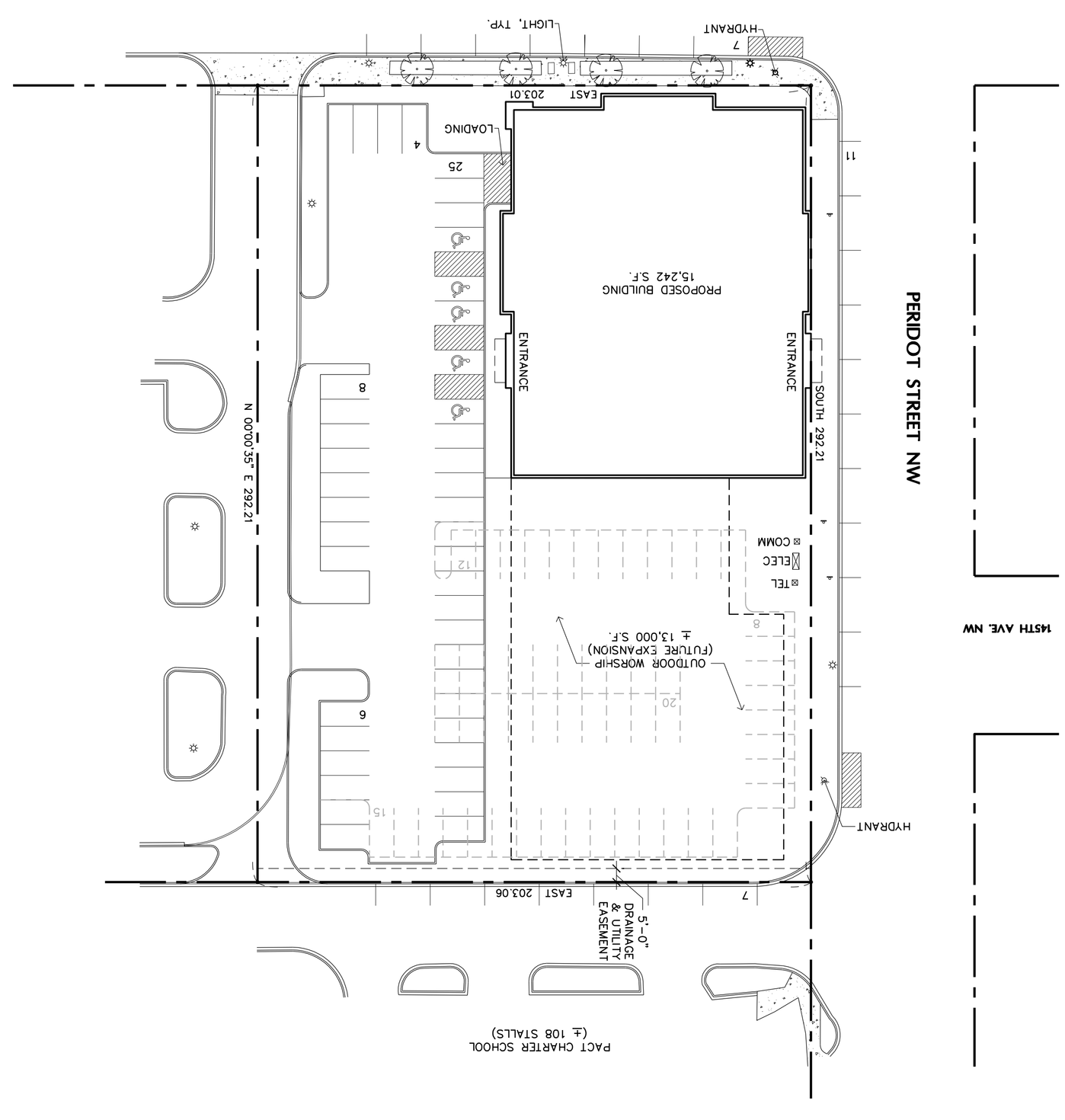
1,250 Feet

Filename:



1 SITE PLAN
A1 SCALE: 1" = 30'-0"

NORTH

PARKING AND MANEUVERING (Ramsey Zoning Ordinance)

1. Parking Stall Calculation

CHURCH/THEATER	
504 Seats @ 1/5 Seats	101 Stalls
Total Stalls Required	101 Stalls
Stalls Provided	43 Stalls
Proof of Parking Stalls	40 Stalls
On-Street Parking	25 Stalls
Total Stalls Provided	108 Stalls
Shared Stalls Provided	108 Stalls
Accessible Requirement Per 101 Stalls (IBC Table 1106.1)	5 Stalls

2. Stall Size – 9'-0" x 18'-0"
3. Aisle Size – 24'-0"
4. Striping – 4" White Stripes

NORTHGATE
Performing Arts Center
Ramsey, Minnesota

LAMPERT ARCHITECTS
420 Summit Avenue
St. Paul, MN 55102
Phone:763.755.1211 Fax:763.757.2849
lompert@lompert-arch.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

LEONARD LAMPERT
Signature
Printed Name
13669
License Number
06/04/12
Date

PRELIMINARY NOT FOR CONSTRUCTION

Kingdom CONSTRUCTION COMPANY
GENERAL CONTRACTORS
14198 Northdale Blvd.
Rogers, MN 55374
Tel: 763-428-8088
Fax: 763-428-8090

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Leonard Lampert Architects, P.A.

Project Designer: L. TRACY
Drawn By: LLT
Checked By: LL

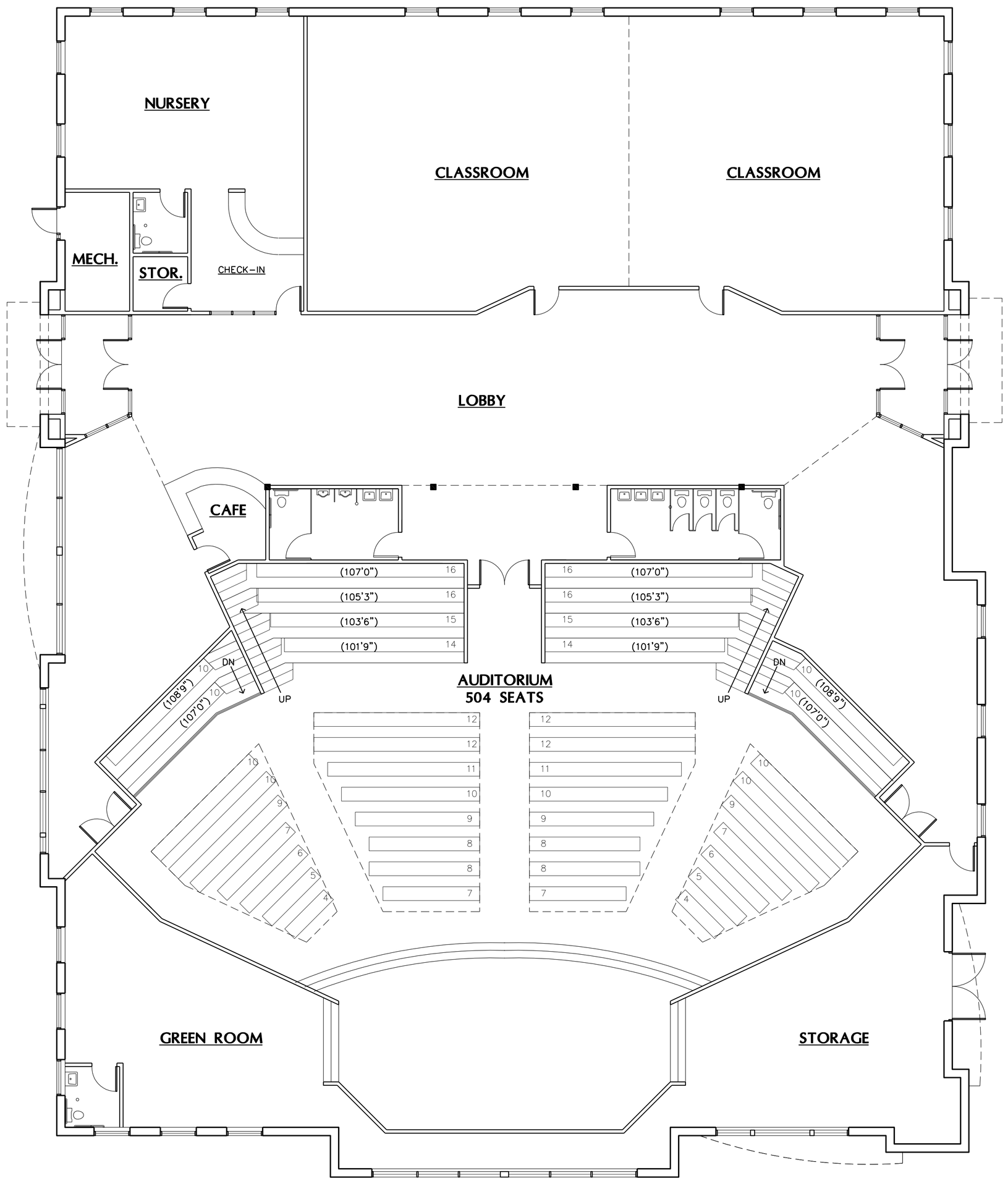
Revisions

08.29.12	PRELIMINARY
09.04.12	REVISED PRELIM.

SITE PLAN

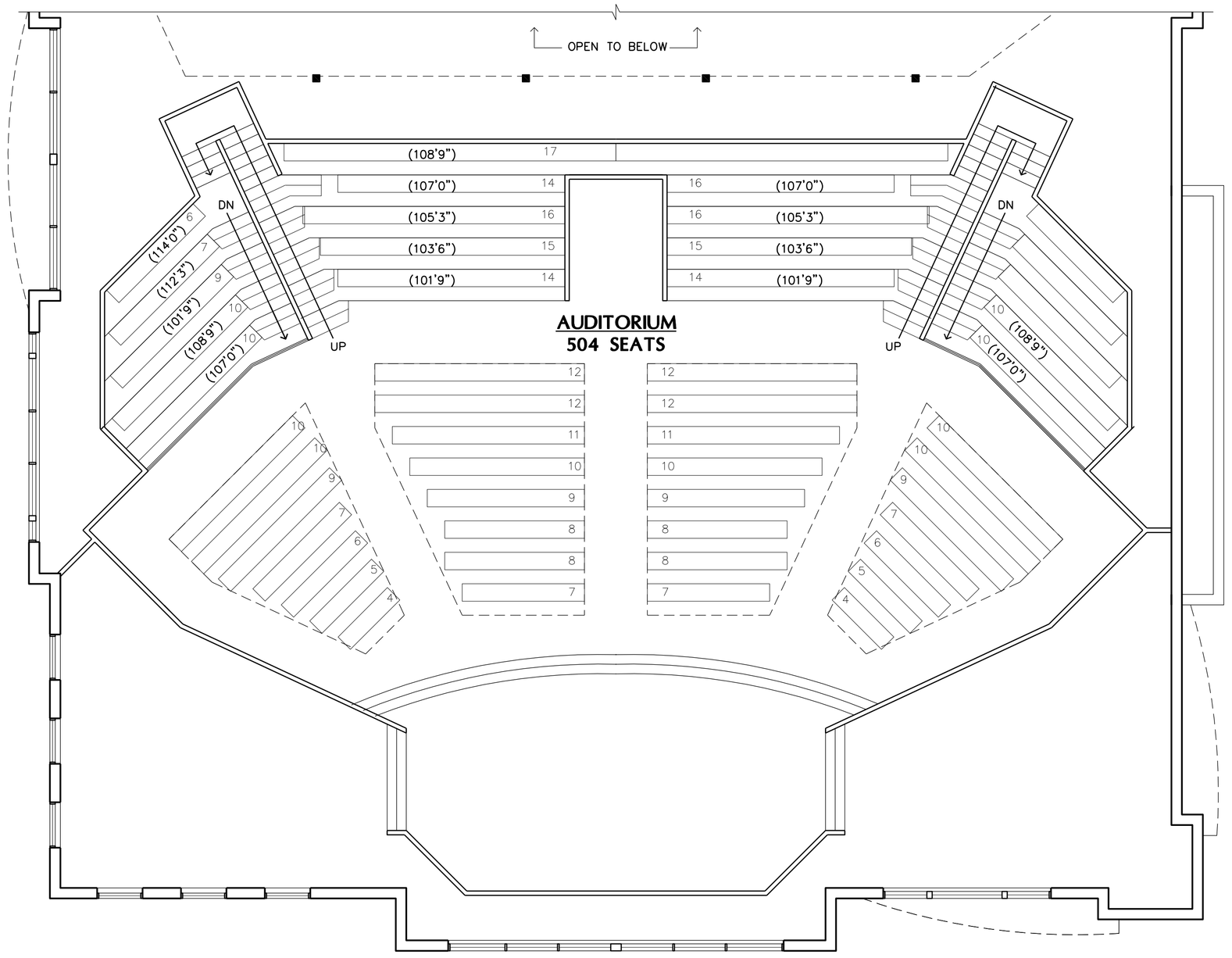
Sheet Number
A1

Project No. 120813-3



1 A2 MAIN FLOOR PLAN
SCALE: 1/8" = 1'-0"

NORTH



2 A2 STADIUM SEATING PLAN
SCALE: 1/8" = 1'-0"

NORTH

Filename:

LAMPERT ARCHITECTS
420 Summit Avenue
St. Paul, MN 55102
Phone:763.755.1211 Fax:763.757.2849
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRELIMINARY - NOT FOR CONSTRUCTION

SIGNATURE
LEONARD LAMPERT
PRINTED NAME
13669
LICENSE NO.
00/00/00
DATE

Kinghorn COMPANY
GENERAL CONTRACTORS
14198 Northdale Blvd.
Rogers, MN 55374
Tel: 763-428-8088
Fax: 763-428-8090

NORTHGATE
Performing Arts Center
Ramsey, Minnesota

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Leonard Lampert Architects, P.A.

Project Designer: L. TRACY
Drawn By: LLT
Checked By: LL
Revisions

09.04.12	PRELIMINARY

FLOOR PLANS

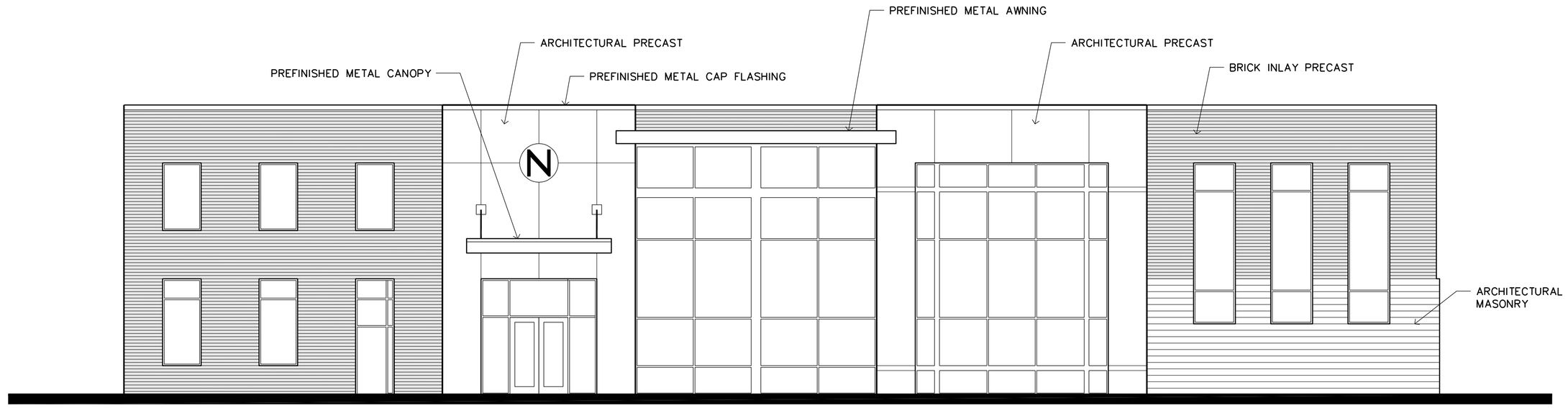
Sheet Number

A2

Project No. 120813-3

PERFORMANCE STANDARDS

1. MATERIALS SHALL BE HIGH QUALITY DURABLE MATERIALS SUCH AS STONE, BRICK, GLASS, ETC.
   A. BRICK INLAY PRECAST
   B. ARCHITECTURAL PRECAST
   C. ARCHITECTURAL MASONRY
   C. GLASS
2. MINIMUM 40% GLASS REQUIRED AT STREET FACING FACADES
   A. SUNWOOD DRIVE (SOUTH ELEVATION)
      3,300 S.F. x 40% = 1,320 S.F.
      1,320 S.F. PROVIDED ≥ 1,320 S.F.
   A. PERIDOT STREET (WEST ELEVATION)
      4080 S.F. x 40% = 1,632 S.F.
      1,633 S.F. PROVIDED ≥ 1,666 S.F.



1 / A3 WEST ELEVATION
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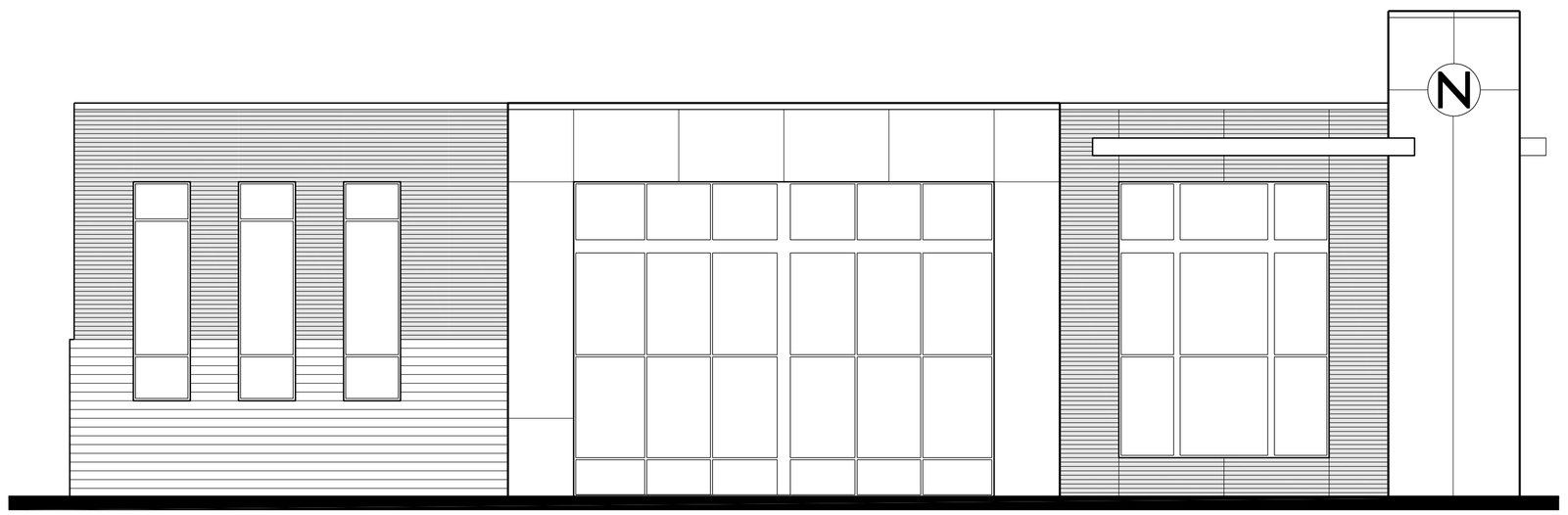
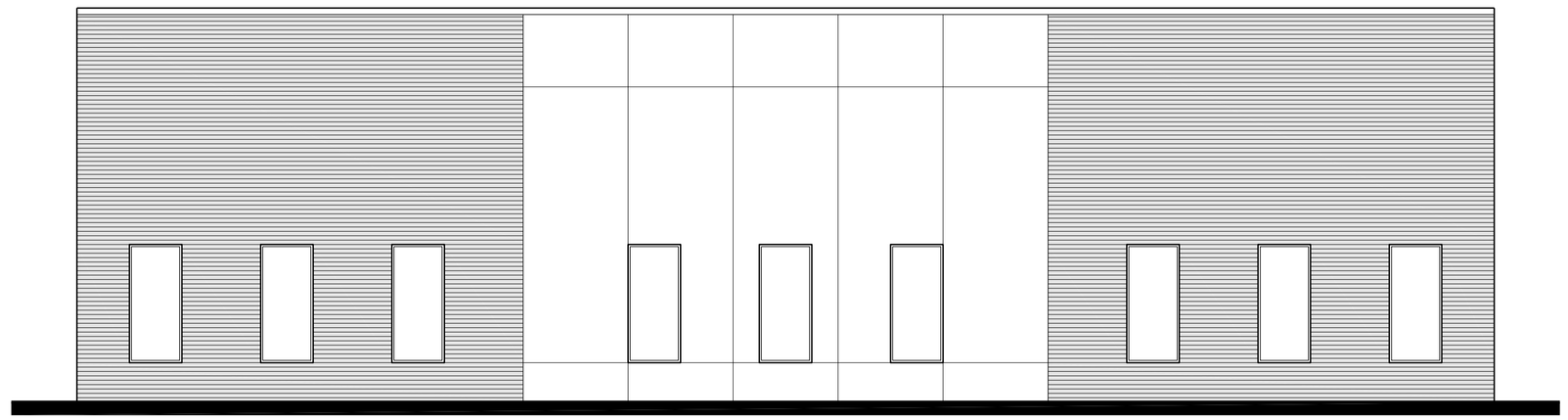
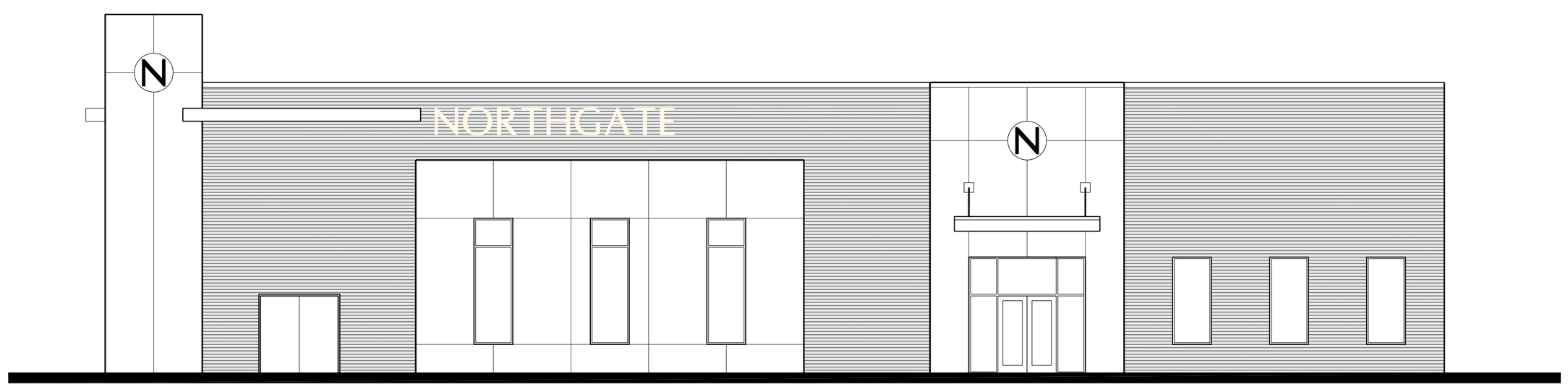


2 / A3 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



3 / A3 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



4 / A3 EAST ELEVATION
SCALE: 1/8" = 1'-0"

Filename:

LAMPERT ARCHITECTS
420 Summit Avenue
St. Paul, MN 55102
Phone:763.755.1211 Fax:763.757.2849
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRELIMINARY NOT FOR CONSTRUCTION

SIGNATURE
LEONARD LAMPERT
PRINTED NAME
13669
LICENSE #
00.00.00
DATE

Kinghorn COMPANY
GENERAL CONTRACTORS
14198 Northdale Blvd.
Rogers, MN 55374
Tel: 763-428-8088
Fax: 763-428-8090

NORTHGATE
Performing Arts Center
Ramsey, Minnesota

Copyright 2012
Leonard Lampert Architects, P.A.

Project Designer: L. TRACY
Drawn By: LLT
Checked By: LL
Revisions

09.04.12	PRELIMINARY

ELEVATIONS

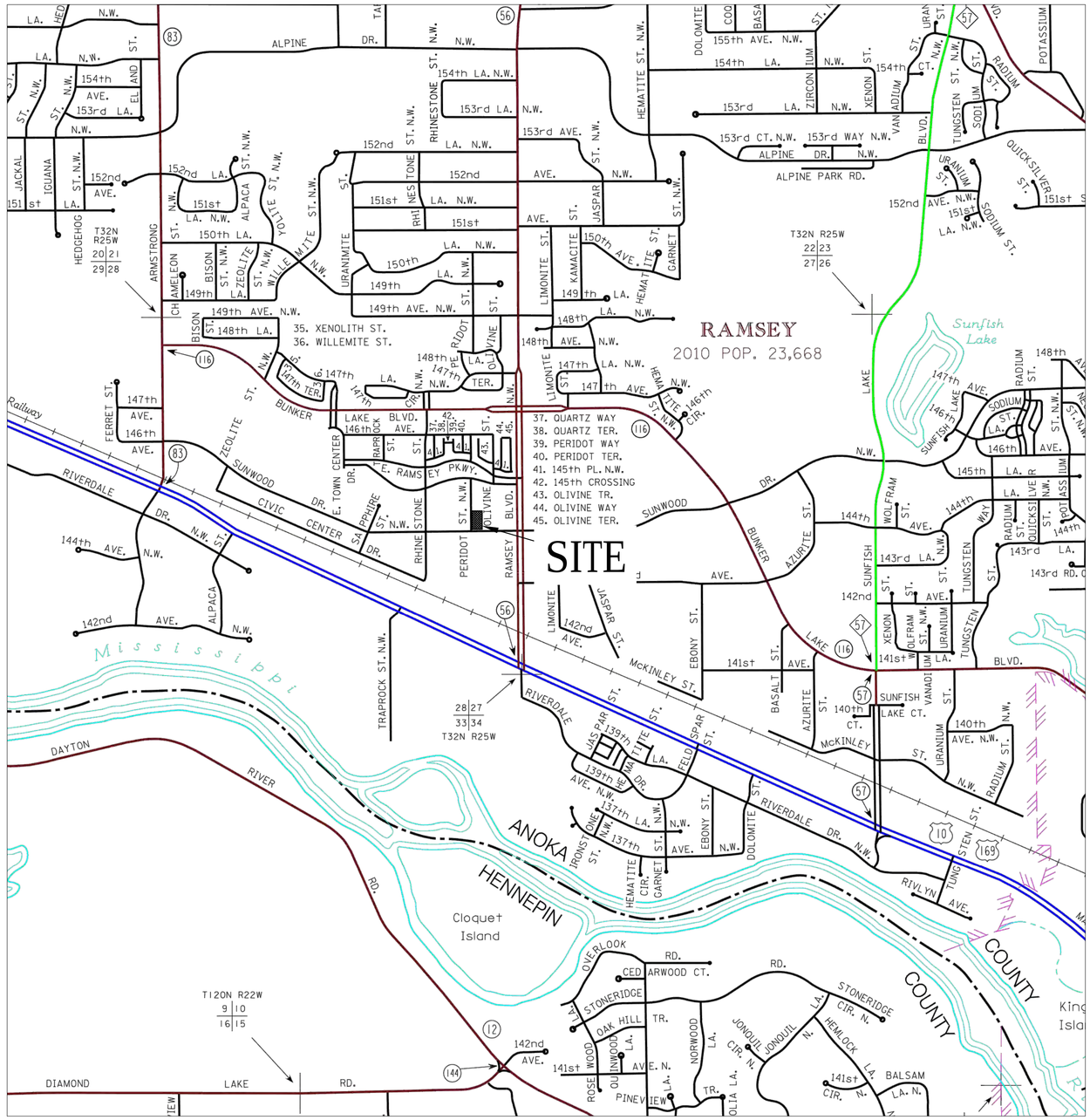
Sheet Number

A3

Project No. 120813-3

VICINITY MAP

NO SCALE



INDEX OF CIVIL SITE DRAWINGS:

C0	COVER
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C6	LIGHTING PLAN
C7	DETAILS

CONTRACTOR:

Kinghorn COMPANY

GENERAL CONTRACTORS

14198 Northdale Blvd
Rogers, MN 55374

Grady Kinghorn
(763) 428-8088
glkinghorn@kinghornco.com

NORTHGATE PERFORMING ARTS CENTER

NE Quad. Sunwood Drive and Peridot Street
Ramsey, MN

COVER

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Date: 09/04/12 Reg. No. 24348

PREPARED BY:

CIVIL ENGINEERING
SITE DESIGN
118 East Broadway St.
PO Box 355
Monticello, MN 55362
Phone: 763-314-0929
www.civilsd.com

REVISIONS

VERTICAL SCALE
1 inch = ____ feet

HORIZONTAL SCALE
1 inch = feet
(FOR 24x36 SHEET 24 x 36)

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
09/04/12	SD	SD	SD

FILE NO. 00419

C0

Cover

LEGAL DESCRIPTION

OUTLOT A, RAMSEY TOWN CENTER 14TH ADDITION, ANOKA COUNTY, MINNESOTA.

PROJECT LOCATION

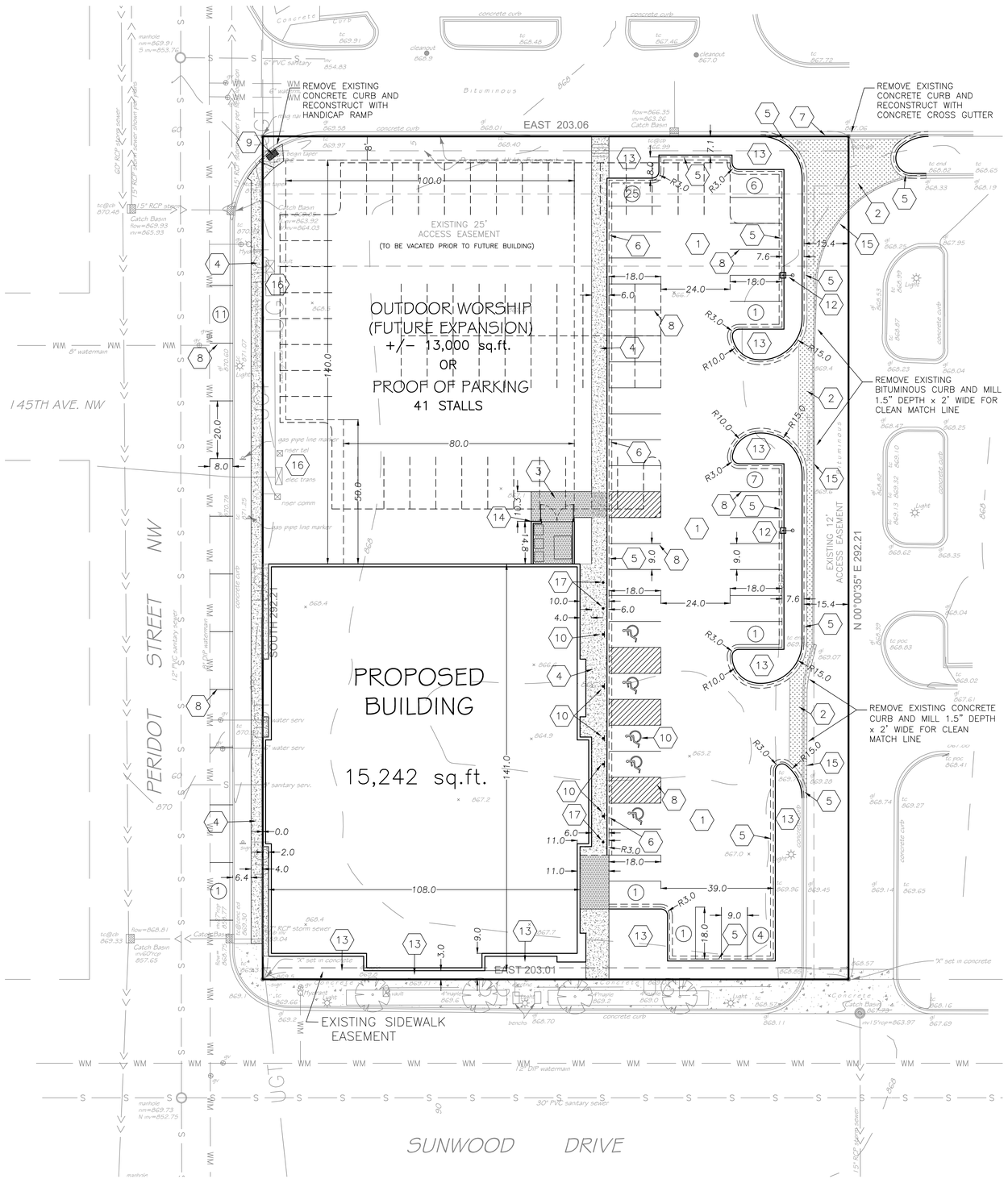
PART OF SECTION 28, TOWNSHIP 32, RANGE 25, ANOKA COUNTY, MINNESOTA.

PROPERTY OWNER:
NORTHGATE CHURCH

GENERAL CONTRACTOR:
KINGHORN CONSTRUCTION, INC.
CONTACT: GRADY KINGHORN
14198 NORTHDLE BLVD
ROGERS, MN 55374
PH (763) 428-8088
www.kinghornco.com

ARCHITECT:
LAMPERT ARCHITECTS
CONTACT: LEN LAMPERT
420 SUMMIT AVENUE
ST. PAUL, MN 55102
PH (763) 755-1211
www.lampert-arch.com

CIVIL ENGINEER:
CIVIL ENGINEERING SITE DESIGN, LLC
CONTACT: SCOTT DAHLKE
118 EAST BROADWAY ST., PO BOX 566
MONTICELLO, MN 55362
PH (763) 314-0929
www.civilesd.com



LEGEND:

- EXISTING CURB AND GUTTER
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER SERVICE
- EXISTING WATER MAIN SERVICE
- PROPOSED CURB AND GUTTER
- PROPOSED STORM SEWER
- PROPOSED PARKING STALLS
- PROPOSED HEAVY DUTY PAVEMENT
- PROPOSED LIGHT DUTY PAVEMENT
- PROPOSED HEAVY DUTY CONCRETE PAVEMENT
- PROPOSED CONCRETE SIDEWALK

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
LOT SURVEYS COMPANY, INC
7601 73rd AVENUE NORTH
BROOKLYN PARK, MN 55428

DATED: AUGUST 14, 2012

BENCHMARKS:

1) Top nut of hydrant located at NE corner of Sunwood Drive and Peridot Street NW.

Elev. = 872.96

0 20 40 60
GRAPHIC SCALE IN FEET

SITE DATA:

ZONING:	MU-PUD	MIXED USE PLANNED UNIT DEVELOPMENT
PROPOSED USE:	CHURCH / THEATER	
GROSS LOT AREA:		59,329 SQ. FT. OR 1.36 ACRES
TOTAL BUILDING FOOTPRINT AREA: (GFA) (Excludes trash enclosure)		15,242 SQ. FT. – PHASE I
PERCENT BUILDING COVERAGE: (% of gross lot area)		25.7%
FLOOR AREA RATIO (15,242 / 59,329)		0.257
PROPOSED IMPERVIOUS AREA: (building, sidewalk, & pavement)		38,865 SQ. FT. – PHASE I
PERCENT IMPERVIOUS AREA: (% of gross lot area)		65.5%
PROPOSED LANDSCAPE AREA:		20,464 SQ. FT.
PERCENT LANDSCAPE AREA: (% of gross lot area)		34.5%

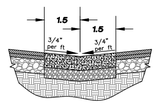
PARKING DATA:

REQUIRED PARKING STALLS: CHURCH/THEATRE FACILITY 1 stall per 5 seats (516 seats / 5)	103 STALLS (REQ 5 HC STALLS)
PROVIDED PARKING STALLS:	
ON SITE	42 STALLS (INCL 5 HC STALLS)
ON SITE PROOF OF PARKING	41 STALLS FUTURE EXPANSION AREA
ON PERIDOT STREET NW	11 STALLS
ON 145TH AVENUE NW	14 STALLS
OFF SITE SHARED	108 STALLS
PROVIDED TOTAL:	216 STALLS

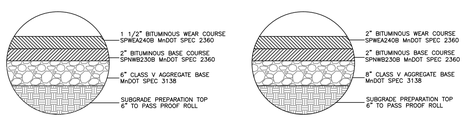
SETBACK: MINIMUM REQUIREMENTS

LOCATION:	BUILDING	PARKING
FRONT YARD	*	*
SIDE YARD	*	*
REAR YARD	*	*

* AS APPROVED BY PUD

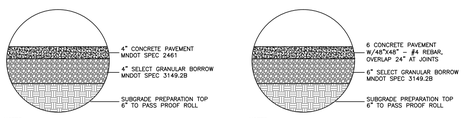


CROSS-GUTTER SLOPE DETAIL
WITH HEAVY DUTY CONCRETE PAVEMENT SECTION



LIGHT DUTY — HEAVY DUTY

BITUMINOUS PAVEMENT
NOTE: SOILS SPECIFICATIONS SUPERSEDE ABOVE LISTED SPECIFICATIONS



NOTES:
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2. CONCRETE PLACEMENT SHALL CONFORM TO MNDOT SPEC. 2301
3. CONTRACTOR SHALL SPACE THE CONTRACTION JOINTS AT 6'-0" O.C.
4. SOILS SPECIFICATIONS SUPERSEDE ABOVE LISTED SPECIFICATIONS

CONCRETE PAVEMENT - SIDEWALK

NOTES:
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4. SOILS SPECIFICATIONS SUPERSEDE ABOVE LISTED SPECIFICATIONS

CONCRETE PAVEMENT - HEAVY DUTY

KEY NOTES

1. BITUMINOUS PAVEMENT – LIGHT DUTY.
2. BITUMINOUS PAVEMENT – HEAVY DUTY.
3. CONCRETE PAVEMENT – HEAVY DUTY.
4. CONCRETE PAVEMENT – SIDEWALK.
5. B612 (6") CONCRETE CURB & GUTTER. MnDOT 2461 MIX 3Y22A SLIPFORM PLACEMENT OR MnDOT 2461 MIX 3Y32A MANUAL PLACEMENT.
6. B612 (6") CONCRETE OUTFLOW CURB & GUTTER. (TIP-OUT FLOWLINE). MnDOT 2461 MIX 3Y22A SLIPFORM PLACEMENT OR MnDOT 2461 MIX 3Y32A MANUAL PLACEMENT.
7. CONCRETE CROSS GUTTER.
8. PAINT 4" WIDE SOLID STRIPE – WHITE LATEX PAINT. (TYPICAL)
9. PED RAMP PER STANDARD SIDEWALK RAMP DETAIL. SEE DETAIL SHEET FOR MNDOT STANDARD PLATE 7036F.
10. PAINT INTERNATIONAL SYMBOL OF ACCESSABILITY – WHITE LATEX PAINT. (TYPICAL)
11. ACCESSIBLE PARKING SIGN (MNDOT #'S R7-8A AND R7-8B) ON BOLLARD POST. CENTER SIGN ON PARKING STALL. LOCATION PER GENERAL CONTRACTOR.
12. LIGHT POLE. REFER TO LIGHTING AND PHOTOMETRIC PLAN FOR LIGHT LOCATIONS AND SPECIFICATIONS. FOUNDATIONS BY GENERAL CONTRACTOR. VERIFY FOUNDATION SIZE WITH SUPPLIER.
13. GREEN AREA – SEE LANDSCAPE PLAN.
14. TRASH ENCLOSURE.
15. MATCH EXISTING BITUMINOUS PAVEMENT.
16. EXISTING UTILITY TO REMAIN.
17. GUARD POST BOLLARD.

PLAN NOTES:

1. ALL DIMENSIONS SHOWN ARE TO FACE OF CURB, EDGE OF SIDEWALK OR EXTERIOR OF BUILDING UNLESS OTHERWISE NOTED. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS AND SPECIFICATIONS FOR LOCATION OF EXITS, RAMPS, CONCRETE APRONS AND STOOPS.
2. TACK SHALL BE USED ON BITUMINOUS EDGE PRIOR TO PATCHING. MATCH EXISTING GRADES.
3. ALL CONCRETE SIDEWALKS ADJACENT TO BUILDING SHALL BE SEPARATED WITH A ½" EXPANSION JOINT.
4. CONTRACTOR SHALL VERIFY ALL CONDUIT REQUIREMENTS FOR LIGHTING, IRRIGATION, COMMUNICATION PEDESTAL, ETC WITH OWNER PRIOR TO PAVING.
5. ACCESSIBLE ROUTE SHALL BE PROVIDED FROM ACCESSIBLE STALLS TO BUILDING ENTRANCE (SEE ADAAG REQUIREMENTS). POLE MOUNT APPROVED SIGNS CENTERED ON STALLS. PAINT INTERNATIONAL SYMBOL OF ACCESSIBILITY ON STALL.
6. CONSTRUCT ACCESSIBLE PEDESTRIAN RAMP PER ADAAG AND MNDOT STANDARDS. PROVIDE CONTRASTING DETECTABLE WARNING STRIP.
7. CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH FIRE MARSHAL FOR POSTING OF FIRE LANES, CURB MARKING AND SIGNAGE IF NEEDED.
8. CONTRACTOR IS RESPONSIBLE FOR DEMOLITION AND REMOVAL OF ALL EXISTING SITE FEATURES THAT INTERFERE WITH NEW WORK AS SHOWN.

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CONTRACTOR:
Kinghorn COMPANY
GENERAL CONTRACTORS
14198 Northdale Blvd
Rogers, MN 55374
Grady Kinghorn
(763) 428-8088
glkinghorn@kinghornco.com

NORTHGATE PERFORMING ARTS CENTER
NE Quad. Sunwood Drive and Peridot Street
Ramsey, MN

SITE PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Scott Dahlke
Date: 09/04/12 Reg. No. 24348
PREPARED BY: CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
PO Box 566
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

REVISIONS

VERTICAL SCALE 1 inch = ____ feet

HORIZONTAL SCALE 1 inch = 20 feet (PLOT SIZE SHEET 24 x 36)

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
09/04/12	SD	SD	SD

FILE NO. 00419

C1
Site Plan

LEGAL DESCRIPTION

OUTLOT A, RAMSEY TOWN CENTER 14TH ADDITION, ANOKA COUNTY, MINNESOTA.

PROJECT LOCATION

PART OF SECTION 28, TOWNSHIP 32, RANGE 25, ANOKA COUNTY, MINNESOTA.

LEGEND:

- EXISTING CURB AND GUTTER
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER SERVICE
- EXISTING WATER MAIN SERVICE
- PROPOSED CURB AND GUTTER
- PROPOSED STORM SEWER
- PROPOSED SILT FENCE
- PROPOSED INLET PROTECTION

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
LOT SURVEYS COMPANY, INC
7601 73rd AVENUE NORTH
BROOKLYN PARK, MN 55428

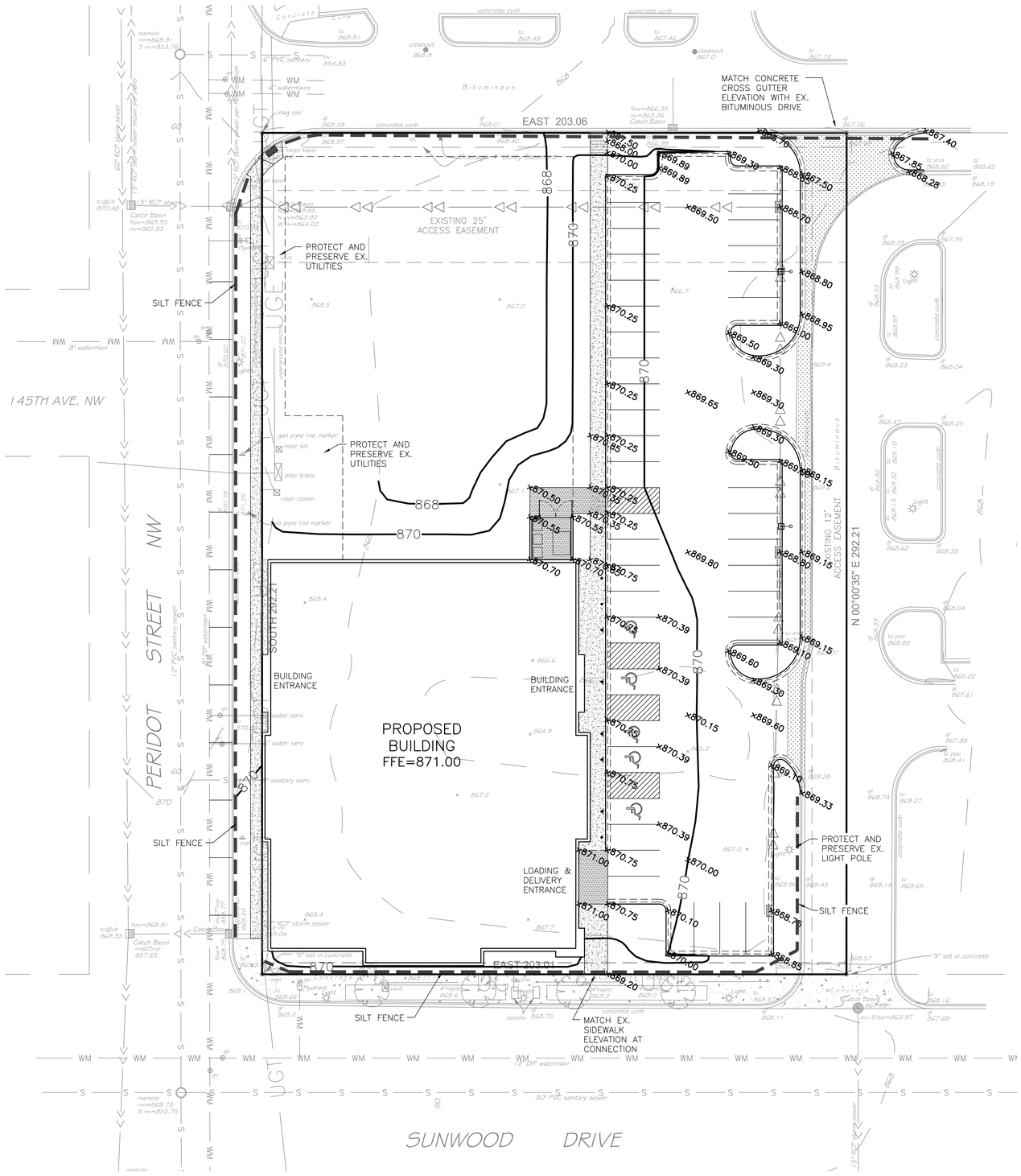
DATED: AUGUST 14, 2012

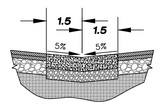
BENCHMARKS:

1) Top nut of hydrant located at NE corner of Sunwood Drive and Peridot Street NW.

Elev. = 872.96

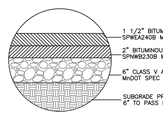
0 20 40 60
GRAPHIC SCALE IN FEET



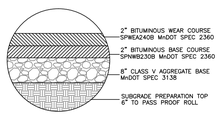


CROSS-GUTTER SLOPE DETAIL

WITH HEAVY DUTY CONCRETE PAVEMENT SECTION



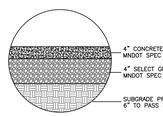
LIGHT DUTY



HEAVY DUTY

BITUMINOUS PAVEMENT

NOTE: SOILS SPECIFICATIONS SUPERSEDE ABOVE LISTED SPECIFICATIONS



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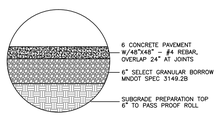
CONCRETE PAVEMENT - SIDEWALK



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CONCRETE PAVEMENT - HEAVY DUTY

GENERAL GRADING NOTES:

1. Specifications applicable for this project: Current standard specifications for City of Ramsey, MN, and the latest Minnesota Department of Transportation Specifications for Highway Construction and all NPDES requirements except where modified by these contract documents.
2. OSHA requirements shall be followed for all work on this project.
3. The Contractor shall notify "Gopher State One Call" 48 hours prior to any excavation (1-800-252-1166.)
4. The Grading Contractor shall verify all locations and elevations of underground utilities with utility companies prior to any construction, and immediately notify the Engineer of any conflicts.
5. Erosion Control shall be constructed, as applicable, as sequenced below:
   A. Silt Fence.
   B. Rock Construction Entrance
   C. Common excavation (grading).
   D. Seed and mulch (See notes on SWPP plan).
6. Final Plat shall govern for easements and lot dimensions.
7. Any erosion control items necessary to protect adjacent properties shall be constructed by the Grading Contractor.
8. Erosion control maintenance shall be performed by the Grading Contractor, and removed as per the Contract Documents or as directed by the Engineer, followed by all necessary restoration of disturbed area. This work shall be incidental to the grading contract.
9. The Grading Contractor shall schedule the soils engineer to facilitate certification of all controlled fills in a timely fashion. Density tests shall meet the following:
   A. Within the upper 3' of streets or pavement areas, the Grading Contractor shall utilize approved soils that are within 1% of the optimum moisture content as defined by the Standard Proctor Test-ASTM: D-698 with compaction meeting 100% Standard Proctor Density and not exceeding this compaction by more than 1%. Below the upper 3', compaction shall meet 95% Standard Proctor Density, and be within 3% of the optimum moisture content. Grading tolerances shall be 0.1'.
   B. Grading tolerances for the remainder of the site shall be 0.25'.
10. All areas of unsuitable soils found in the pad described above that cannot be corrected shall be located in the field by the Grading Contractor. The Grading Contractor shall immediately notify the Engineer of these areas and provide information as to their size and location.
11. The Grading contractor shall provide positive drainage on the site at all times.
12. The Grading Contractor shall keep public streets and travel ways clear of soil and debris. Daily cleaning at the construction entrance shall be performed, especially at the end of each day's work.
13. All silt fence shall be removed at project completion.
14. All proposed elevations are at flow line unless otherwise noted.
15. All erosion control best manage practices shall be per City standards.

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CONTRACTOR:

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NORTHGATE PERFORMING ARTS CENTER
NE Quad. Sunwood Drive and Peridot Street
Ramsey, MN

GRADING AND DRAINAGE PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Scott D. Sundberg

Date: 09/04/12 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
PO Box 55362
Monticello, MN 55362
Phone: 763-314-0929
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REVISIONS

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DATE	DRAWN BY	DESIGNED BY	CHECKED BY
09/04/12	SD	SD	SD

FILE NO. 00419

C2

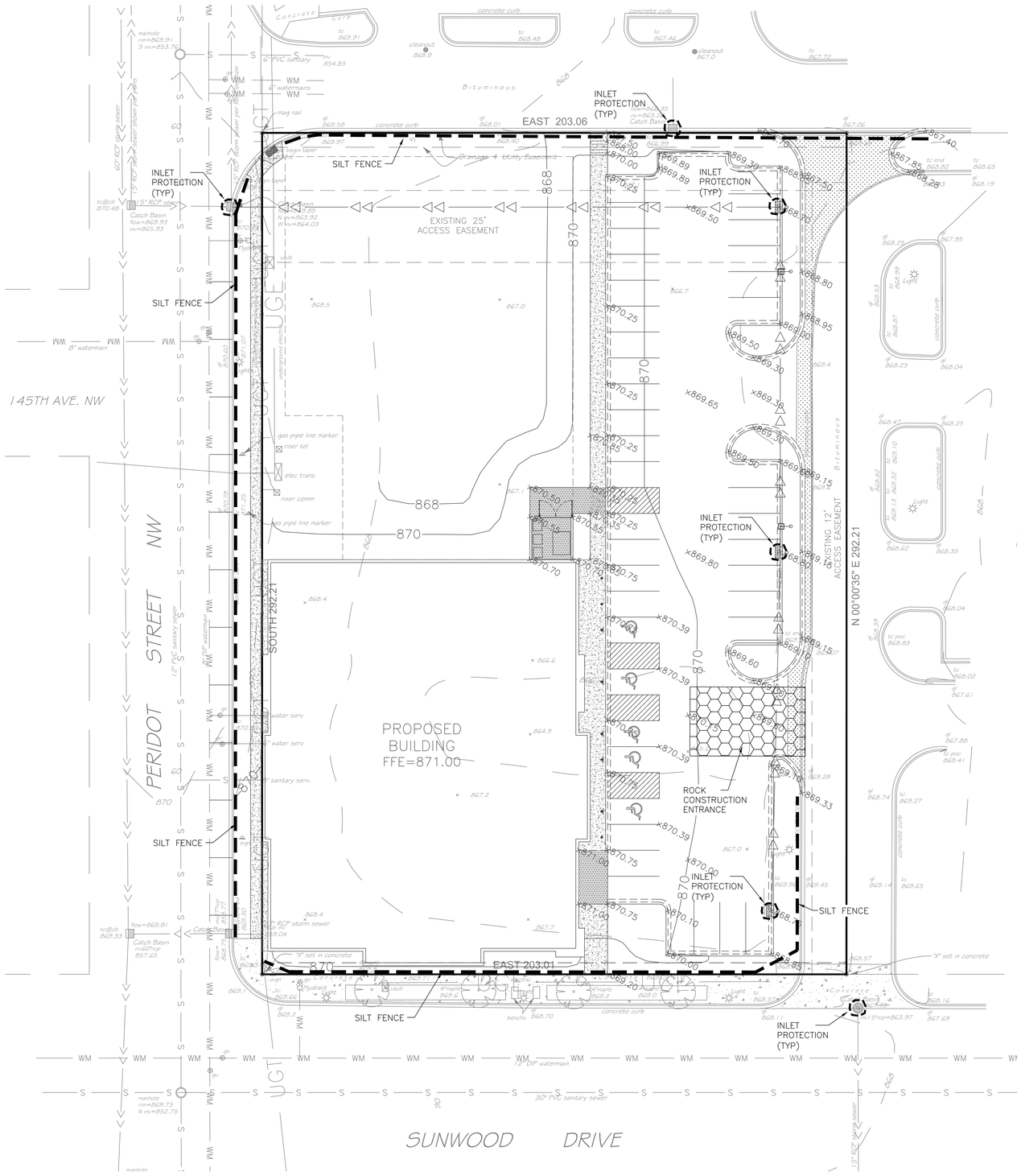
Grading and Drainage Plan

LEGAL DESCRIPTION

OUTLOT A, RAMSEY TOWN CENTER 14TH ADDITION, ANOKA COUNTY, MINNESOTA.

PROJECT LOCATION

PART OF SECTION 28, TOWNSHIP 32, RANGE 25, ANOKA COUNTY, MINNESOTA.



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- PROPOSED CURB AND GUTTER
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- PROPOSED INLET PROTECTION

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
LOT SURVEYS COMPANY, INC
7601 73rd AVENUE NORTH
BROOKLYN PARK, MN 55428

DATED: AUGUST 14, 2012

BENCHMARKS:

1) Top nut of hydrant located at NE corner of Sunwood Drive and Peridot Street NW.

Elev. = 872.96

0 20 40 60

GRAPHIC SCALE IN FEET

SWPP NARRATIVE

This project will consist of demolition, grading, utilities, building construction, parking lot construction, and drive aisles.

First, perimeter silt fence and rock construction entrance shall be installed. Then demolition of existing building and parking lot shall commence. The contractor shall dispose demolition debris off–site within 24 hours. Then the site can be graded and utilities installed. Once final grade is established and certified, the site shall be stabilized with seed and mulch or sod. Once vegetation is established, temporary erosion control measures shall be removed.

POLLUTION PREVENTION NOTES

Solid waste: collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction debris and other wastes must be disposed of properly off–site and must comply with MPCA requirements.

Hazardous materials: oils, gasoline, paint, and any hazardous substance must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal must be in compliance with MPCA regulations.

External washing of trucks or other construction vehicles is not allowed on site. No engine degreasing is allowed on site. No concrete washouts are allowed on site.

EROSION CONTROL NOTES

1. All devices necessary to control erosion and sediment (I.E. perimeter silt fence, rock construction entrances, swales, ponds, berms, ETC.) shall be installed prior to any other construction operations.
2. After completion of final grading, exposed soils must be permanently stabilized within 72 hours. Stabilization shall consist of disc–anchored seed & mulch or sod.
3. The site must be kept in a well drained condition at all times. The contractor shall be responsible for temporary ditches, or other means necessary to ensure proper drainage. The building pad must be provided with a positive outflow. This work shall be incidental to the grading contract.
4. Entering/exiting of the site shall occur only at rock construction entrance to reduce tracking of dirt onto paved streets. Sediment tracked onto streets during working hours must be reclaimed via street scraping and sweeping at the end of each working day.

EROSION CONTROL INSTALLATION SCHEDULE

1. Silt fence shall be installed or restored prior to any construction. Silt fence shall be located as shown to intercept runoff. The area located beyond the perimeter silt fence shall not be disturbed during construction.
2. Rock Construction Entrance shall be installed prior to grading operations.
3. All storm sewer inlets shall have inlet protection inserts installed. Inserts shall be "Road rain–Top Slab" or "Road Drain–Curb & Gutter" inlet protection devices as manufactured by WIMCO (or approved equal) and installed per manufacture's recommendations.
4. All erosion control installations shall remain in place and be maintained in good condition by the contractor until the site has been re–vegetated, at which time it shall be removed by the contractor. For proposed paved surface areas, the contractor may remove necessary silt fencing to construct roadway, while maintaining adequate erosion control in adjacent areas.
5. Sufficient topsoil shall be stockpiled to allow for the replacement of 4" topsoil for disturbed areas to be re–vegetated.
6. The contractor shall schedule site grading, utility installation and roadway construction so that the general site can be mulched and re–seeded soon after disturbance. Areas that will not be subject to construction traffic shall be seed and mulched or sodded within 72 hours of final grading.

EROSION CONTROL MAINTENANCE SCHEDULE

1. Erosion control measures shall be inspected by the contractor's representative and maintained by the contractor every Friday and within 24 hours after any rainfall event larger than 1/2" until the project is completed. Maintenance requirements are as follows: silt fence – 1/3 height of fence or damaged, remove sediment and/or repair fence within 24 hours; rock entrance – refresh as necessary to conform to detail; inlet protection inserts – remove sediment after each rain event, clean or replace filter when clogged; surface water – drain and stabilize, within 7 days of discovery; and street sweeping – remove all sediment tracked onto paved surfaces within 24 hours or as directed by City Engineer.
2. Replacement – Fabric shall be replaced promptly when it decomposes or becomes ineffective before the barrier is no longer necessary.
3. Any sediment remaining in place after silt fence is no longer required shall be dressed to conform with the existing grade, prepared, and seeded with appropriate seed mix, as directed by the engineer.
4. Removal of the silt fence– Silt fences shall be removed when they have served their useful purpose, but not before the upward sloping area has been permanently stabilized. If the upward sloping area is to be exposed longer than six (6) months, that area shall be covered with temporary vegetation when first exposed.

SEED AND MULCH SCHEDULE

1. All disturbed areas shall be covered with a minimum 4" topsoil. Unless areas are to be sodded, MnDOT seed mix 250 shall be applied at 75 lbs/ac. MnDOT Type 1 mulch shall be applied at 2 tons/ac and disc anchored in areas not covered by sod or erosion blanket. Seeding and mulching shall conform to the latest NPDES requirements for installation schedule with regards to grading.
2. Fertilizer shall be 8–12–6 and applied at 300 lbs/ac. Disc fertilizer into top 3" of soil.
3. Dormant seed mix shall be used after November 1 or when temperatures do not exceed 40° F, using same rates specified above. No seed shall be placed on snow or ice greater than 2" in depth.
4. Any seeded areas that do not become established with vegetation shall be reseeded at Contractor's expense.
5. Refer to erosion control schedule for seed and mulch schedule with regards to grading.
6. Refer to Landscape Plan for seeding and sodding locations and details. Adjust/reduce erosion blanket in areas to be sodded.

INDEX OF CIVIL SITE DRAWINGS:

C0	COVER
C1	SITE PLAN
C2	GRADING AND DRAINAGE PLAN
C3	STORM WATER POLLUTION PREVENTION PLAN
C4	UTILITIES PLAN
C5	LANDSCAPE PLAN
C6	LIGHTING PLAN
C7	DETAILS

CONTRACTOR:

Kinghorn COMPANY
GENERAL CONTRACTORS

14198 Northdale Blvd
Rogers, MN 55374

Grady Kinghorn
(763) 428-8088
glkinghorn@kinghornco.com

NORTHGATE PERFORMING ARTS CENTER

NE Quad. Sunwood Drive and Peridot Street Ramsey, MN

STORM WATER POLLUTION PREVENTION PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Scott D. Dahl

Date: 09/04/12 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN

118 East Broadway St.
Box 160
Monticello, MN 55362
Phone: 763–314–0929
www.civilesd.com

REVISIONS

VERTICAL SCALE 1 inch = ____ feet

HORIZONTAL SCALE 1 inch = 20 feet (FULL SIZE SHEET 24 x 36)

DATE 09/04/12 | DRAWN BY SD | DESIGNED BY SD | CHECKED BY SD

FILE NO. 00419

C3

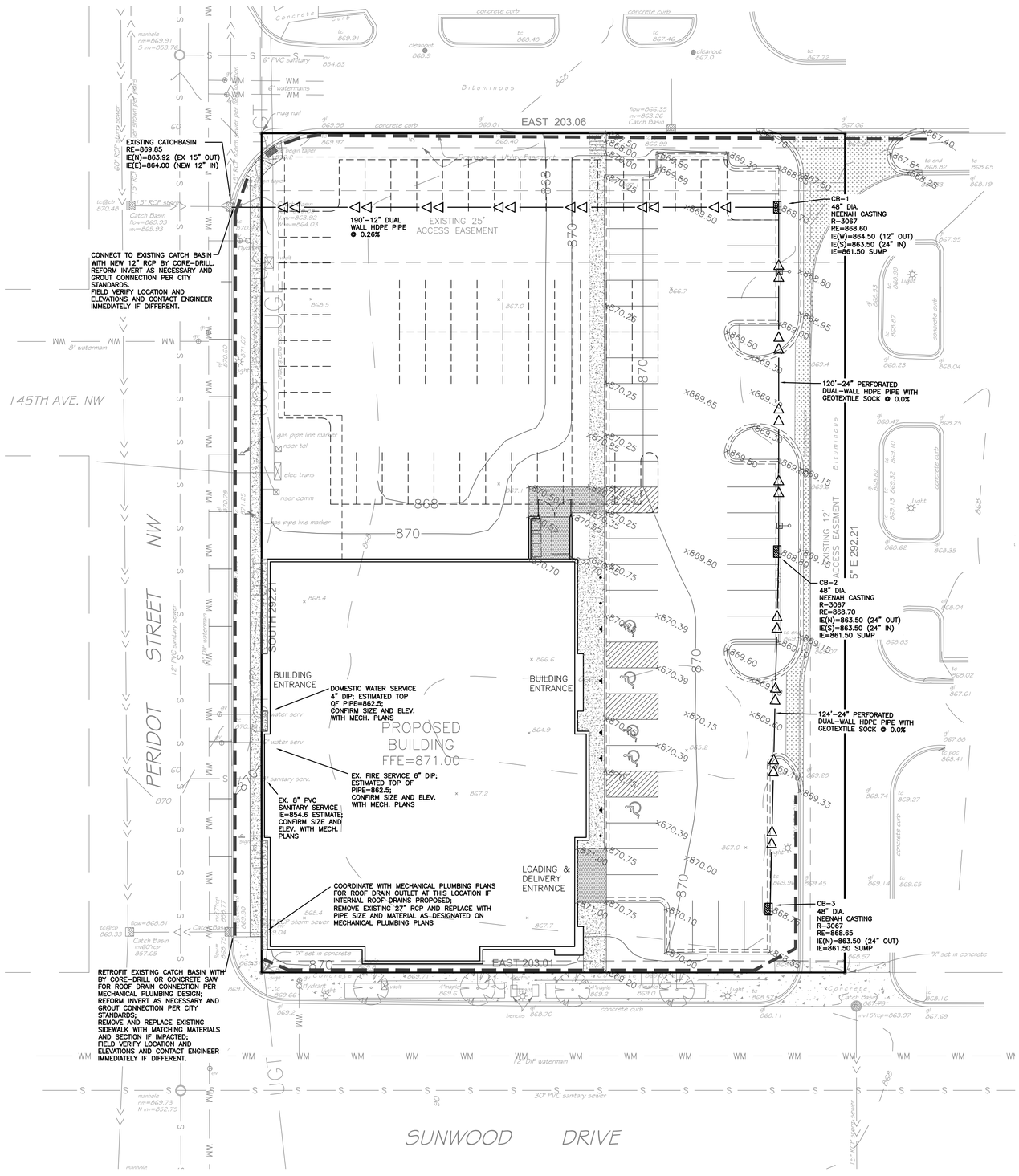
Storm Water Pollution Prevention Plan

LEGAL DESCRIPTION

OUTLOT A, RAMSEY TOWN CENTER 14TH ADDITION, ANOKA COUNTY, MINNESOTA.

PROJECT LOCATION

PART OF SECTION 28, TOWNSHIP 32, RANGE 25, ANOKA COUNTY, MINNESOTA.



LEGEND:

- EXISTING CURB AND GUTTER
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER SERVICE
- EXISTING WATER MAIN SERVICE
- PROPOSED CURB AND GUTTER
- PROPOSED STORM SEWER
- PROPOSED SILT FENCE
- PROPOSED INLET PROTECTION

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
LOT SURVEYS COMPANY, INC
7601 73rd AVENUE NORTH
BROOKLYN PARK, MN 55428

DATED: AUGUST 14, 2012

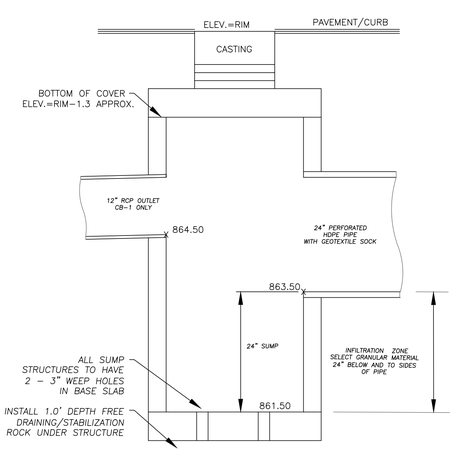
BENCHMARKS:

1) Top nut of hydrant located at NE corner of Sunwood Drive and Peridot Street NW.

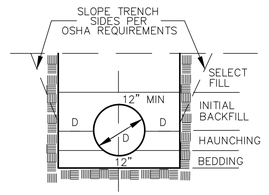
Elev. = 872.96

0 20 40 60

GRAPHIC SCALE IN FEET



STRUCTURE AND INFILTRATION ZONE
SECTION VIEW
TYPICAL



1. BEDDING SHALL BE SELECT GRANULAR BORROW MNDOT SPEC. 3149.2B.
2. COMPACT TO 95% STANDARD PROCTOR.
3. SELECT FILL PLACEMENT SHALL BE FREE OF LARGE ROCKS (3"+) AND SHALL BE PLACED IN 8" MAX. LOOSE LIFTS AND COMPACTED TO 95% STANDARD PROCTOR.

BEDDING DETAIL

GENERAL UTILITY NOTES:

1. Specifications applicable for this project: Current standard specifications for the City of Ramsey, MN and all Minnesota Department of Health and MPCA requirements except where modified by these contract documents.
2. OSHA requirements shall be followed for all work on this project.
3. The Contractor shall notify "Gopher State One Call" 48 hours prior to any excavation (651-454-0002 or 1-800-252-1166 out state.)
4. The Contractor shall verify all locations and elevations of underground utilities with utility companies prior to any construction (storm sewer, sanitary sewer, water, natural gas, telephone, electric, etc.), and immediately notify the Engineer of any conflicts.
5. The Contractor shall protect all existing utilities and facilities to allow proper functioning during and after construction. Any required supporting structures shall be supplied by the Contractor as work incidental to the contract.
6. The contractor shall immediately notify the Engineer of any conflicts between existing utilities, and the proposed construction. The Engineer will coordinate with the Utility Company in question to determine the need for relocation of the existing utility.
7. Existing conditions such as sand in manholes or valve boxes shall be identified by the Contractor and these shall be reported to the Engineer prior to excavation by the Contractor. Once construction has begun, all damage to underground utilities will be assumed to have been caused by the Contractor, any repairs necessary shall be performed by the Contractor at the Contractor's expense.
8. Final Plat shall govern for easements.
9. The Contractor shall coordinate with the local jurisdiction to obtain permits and meter for water source. All associated costs shall be incidental to the Contract, including disposal of test water into City's sanitary sewer system. The Contractor shall not operate gate valves or hydrants on the City's water supply system.
10. The Contractor shall notify the City Engineer and the Project Engineer 48 hours prior to starting work or as required by the local jurisdiction or be subject to being shut down.
11. The Contractor shall keep access roads clear of soil or other debris, and perform daily street cleaning as required by the NPDES permit. Positive drainage, controlled with erosion control and erosion prevention measures as required by the NPDES permit shall be performed. Inlet protection shall be installed within 48 hours after inlet construction. Unless specified on the plans or as a bid item on the Bid Form, any temporary culverts, ditches, filter fabric, etc. necessary to accomplish this shall be performed as incidental to the Contract.
12. The Contractor shall preserve and protect the markers and monuments set for the subdivision of the land.
13. The Contractor shall schedule the soils engineer to facilitate certification of all controlled fills in a timely fashion. Density tests shall meet the following:
    A. Density tests shall be taken on all trenches at locations as determined by the Engineer or his representative.
    B. Within the upper 3' of streets, private drives and parking lots, Contractor shall utilize approved soils that are within 1% optimum moisture content as defined by the Standard Proctor Test-ASTM: D-698 with 100% Standard Proctor Density and not exceeding compaction by more than 1%. Below the upper 3', compaction shall meet 95%. Grading tolerances shall be 0.1'.
14. The Owner shall pay for all testing of soils compaction. Any areas which fail to meet the above standards shall be corrected and re-tested by the Owner's testing agent at the Contractor's expense.
15. All water main shall be installed with a minimum of 7.5 feet of cover.
16. Contractor shall provide temporary traffic control in compliance with MN/DOT "Temporary Traffic Control Zone Layouts Field Manual" dated 2011 for construction adjacent to travel ways.
17. Contractor shall be responsible for verification of the depth of existing stubs listed on this plan prior to the ordering of any fittings, structures, castings, etc. Engineer and the Owner shall not be responsible for any discrepancies found as depths are estimated.
18. Contractor shall confirm that water service must have 18" of clearance between pipes when it crosses the sanitary sewer service. Install vertical bends in water service line as necessary.
19. City inspection is required for the sanitary sewer and water service connections.
20. Contractor to comply with all regulatory agency permit conditions for permits obtained by owner and for permits obtained by general contractor.
21. All work performed and materials used for construction of utilities must conform to the City of Brooklyn Center Standard Specifications and Details.

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CONTRACTOR:

Kinghorn COMPANY
GENERAL CONTRACTORS

14198 Northdale Blvd
Rogers, MN 55374

Grady Kinghorn
(763) 428-8088
glkinghorn@kinghornco.com

NORTHGATE PERFORMING ARTS CENTER

NE Quad. Sunwood Drive and Peridot Street
Ramsey, MN

UTILITY PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: Scott D. Sundberg
Date: 09/04/12 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
P.O. Box 164
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

REVISIONS

VERTICAL SCALE 1 inch = ____ feet

HORIZONTAL SCALE 1 inch = 20 feet (TOTAL SIZE SHEET 24 x 36)

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
09/04/12	SD	SD	SD

FILE NO. 00419

C4

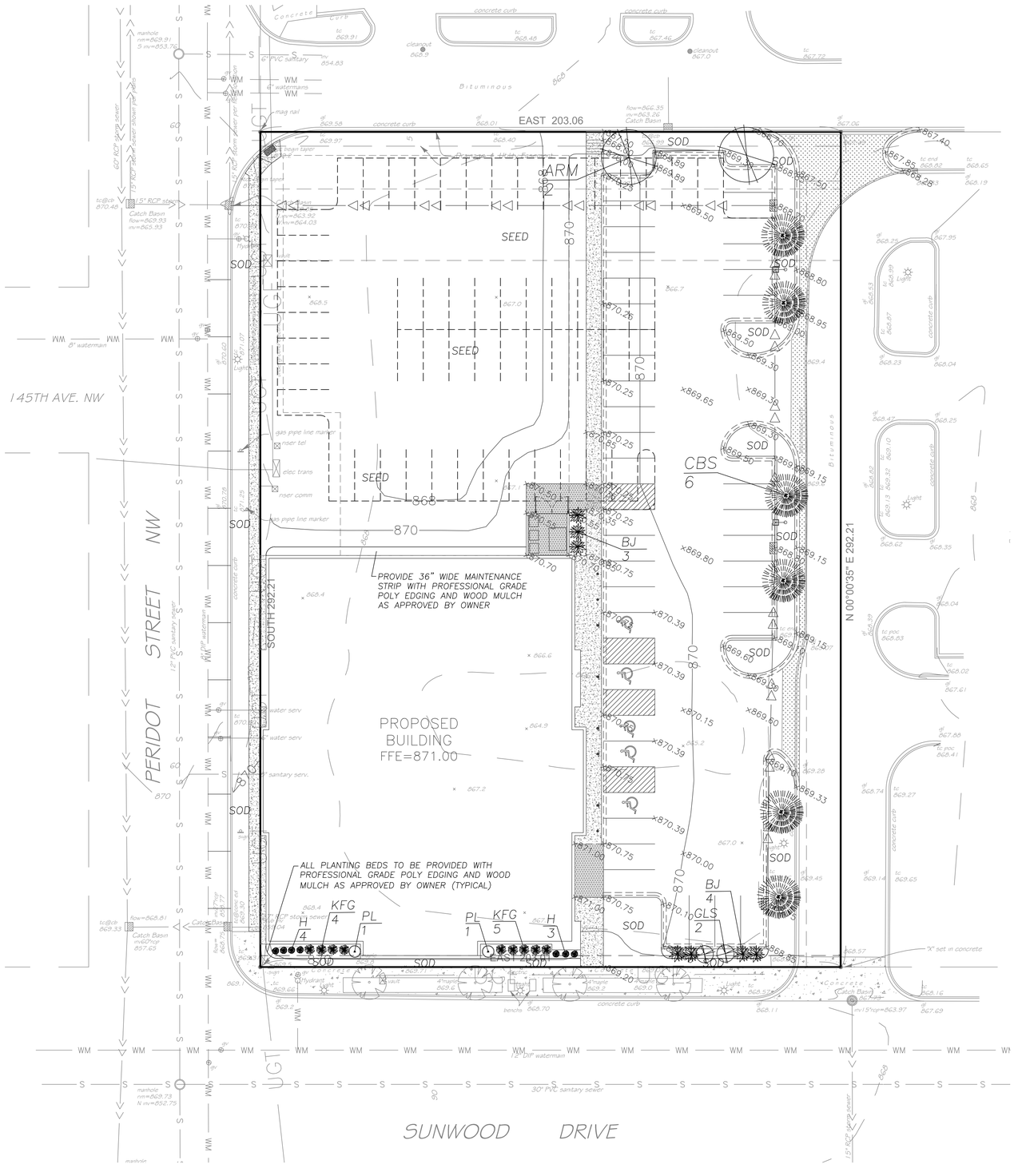
Utility Plan

LEGAL DESCRIPTION

OUTLOT A, RAMSEY TOWN CENTER 14TH ADDITION, ANOKA COUNTY, MINNESOTA.

PROJECT LOCATION

PART OF SECTION 28, TOWNSHIP 32, RANGE 25, ANOKA COUNTY, MINNESOTA.



LEGEND:

- EXISTING CURB AND GUTTER
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER SERVICE
- EXISTING WATER MAIN SERVICE
- PROPOSED CURB AND GUTTER
- PROPOSED STORM SEWER
- PROPOSED SILT FENCE
- PROPOSED INLET PROTECTION

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
LOT SURVEYS COMPANY, INC
7601 73rd AVENUE NORTH
BROOKLYN PARK, MN 55428

DATED: AUGUST 14, 2012

BENCHMARKS:

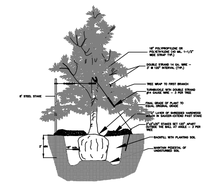
1) Top nut of hydrant located at NE corner of Sunwood Drive and Peridot Street NW.

Elev. = 872.96

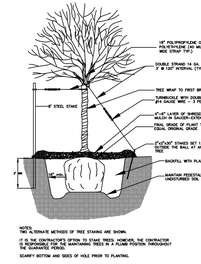
0 20 40 60
GRAPHIC SCALE IN FEET

PLANT LIST: Site Plantings

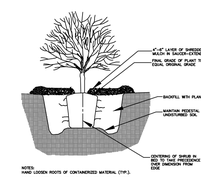
QTY.	KEY	BOTANICAL NAME	COMMON NAME	SIZE/ROOT
TREES				
2	ARM	Acer rubrum 'Autumn Radiance'	Autumn Radiance Red Maple	2.5" B&B
6	CBS	Picea pungens glauca	Colorado Blue Spruce	6'-0" B&B
SHRUBS				
7	BJ	Juniperus sabina 'Buffalo'	Buffalo Juniper	5 Gal. Pot
2	GLS	Rhus aromatica 'Gro-low'	Grow-Low Fragrant Sumac	5 Gal. Pot
2	PL	Syringa vulgaris 'Prairie Petite'	Prairie Petite Lilac	5 Gal. Pot
GRASSES & PERENNIALS				
9	KFG	Calamagrostis acutiflora 'Karl Forester'	Karl Forester Feather Reed Grass	1 Gal. Pot
7	H	Hosta, var.	Mixed species, for sun & shade	1 Gal. Pot



CONIFEROUS TREE PLANTING DETAIL



DECIDUOUS TREE PLANTING DETAIL



SHRUB PLANTING DETAIL

GENERAL NOTES:

1. Contractor shall provide one year guarantee of all plant materials. The guarantee begins on the date of the General Contractor written acceptance of the date determined as substantially complete. Replacement materials shall also have a one year guarantee upon planting.
2. Landscape contractor shall inspect the site and become familiar with existing conditions relating to the nature and scope of work. If any discrepancies are found, the General Contractor shall be notified prior to construction. The base information including contours, trails, utilities, curbs, and building locations were provided by others. All discrepancies must be resolved prior to construction.
3. Landscape contractor shall verify plan layout and bring to the attention of the General Contractor discrepancies which may compromise the design or intent of the layout.
4. Landscape contractor shall assure compliance with codes and regulations governing the work and materials supplied.
5. Landscape contractor shall protect all existing roads, curbs/gutters, trails, trees, lawns, and site elements during construction. Damage to the same shall be repaired at no cost to the Owner.
6. Landscape contractor shall verify the location of all utilities above and below grade prior to any soil disruption or installation. Provide necessary protection for same before construction begins.
7. Landscape contractor shall coordinate each phase of installation with General Contractor.
8. Landscape contractor shall be responsible for ongoing maintenance of all installed materials until time of substantial completion. Repair and/or replace all damaged materials due to construction or acts of vandalism at no cost to the Owner.
9. Landscape contractor shall verify that all plant placement will not negatively affect the plant's survival or warranty. Undesirable site conditions shall be brought to the attention of the General Contractor prior to construction.
10. Landscape contractor shall submit a written request for the substantial completion of all landscape and site improvements prior to submitting for final payment. The submittal shall include an as-built drawing of all landscape and irrigation installations and improvements.

PLANTING NOTES:

1. All plants to be Minnesota grown and hardy. Plants to be installed as per standard AAN planting practices. Nursery stock shall comply with the current edition of the American Standard for Nursery Stock, ANSI Z60.1.
2. No planting will occur until final grading has been completed.
3. All tree and shrub beds shall be staked and approved prior to installation.
4. No substitutions will be accepted unless approval is granted by the General Contractor prior to submission of the bid.
5. Location adjustments may be needed in the field. Landscape Architect must be notified.
6. Plants to be installed as per planting details.
7. Plants shall be fertilized upon installation with dried bone meal. Other approved fertilizers mixed in with the planting soil as per the manufacturer's instructions may be applied. Summer and fall installations shall have an application of granular 10-0-5, 12oz. per 2.5"cal. tree and 6oz. per shrub. An additional application of 10-10-10 the following spring in the tree saucer.
8. Areas receiving ground covers, perennials, or garden space shall receive a minimum of 18 inches of planting soil consisting of 4 parts topsoil, 4 parts screened compost, and 1 part sand.
9. All deciduous trees shall be wrapped in the fall prior to Dec.1 and removed after April 15. Tree wrap shall be asphalt impregnated crepe, wrapped from base of trunk flare to first branches.
10. Edging shall be professional grade poly material. Edging horizontal layout to be uniform with smooth transitions. Edging vertical placement to be below typical mower deck cutting height.
11. A 36" wide wood mulch maintenance strip shall be installed along the north wall of the building. Maintenance strip shall have weed barrier fabric under wood mulch and edged with ploly edging.
12. Weed barrier shall be 4oz. woven needle punch, black. Overlapping seams.
13. Wood mulch shall be double shredded dark brown hardwood mulch and placed a minimum of 4 inches deep around all installed trees (tree rings) and 3 inches deep in all garden areas.
14. Tree rings shall be 6 feet in diameter and be a minimum of 4 inch deep double shredded hardwood. Mulch shall not come in contact with tree trunks.
15. All deciduous plantings shall occur between spring thaw and June 15, or between fall's first frost and the first snow or Nov. 15, which every comes first. Coniferous plantings must be prior to Oct. 1.
16. Landscape contractor shall be responsible for determining appropriate planting conditions. Warranties shall be enforced regardless of weather and planting conditioned.
17. No excess materials or debris will be on site. All hard surfaces will be swept and washed clean.

IRRIGATION NOTES:

1. Landscape contractor shall be responsible for providing an irrigation plan and specification as part of the scope of work. Submit a layout plan and specifications for approval by the General Contractor prior to construction. It is the Landscape contractors responsibility to ensure proper irrigation coverage and in the appropriate amounts.
2. Landscape contractor shall provide the Owner with an as-built plan showing all heads, zones, lines, and valve box.
3. Landscape contractor shall provide the Owner with an irrigation system schedule appropriate to the project conditions and to assure proper plant growth. A seasonal maintenance schedule will also be provided.
4. Landscape contractor shall insure that the irrigation is set appropriately to provide proper plant growth without damaging surrounding conditions. It is the Landscape contractors responsibility to insure proper surface and subsurface drainage in planted areas.

TURF NOTES:

1. Sod all areas disturbed unless noted as seed. Landscape contractor to obtain approval of seed mix.
2. Seed shall be installed as per the distributor's requirements for proper coverage and germination.
3. Sod shall be TPI certified turf grass sod, highland sod only. Sod shall be free from weeds, stones, and have a strong fiberous root structure and be free from burned or bare spots.
4. Sod shall be uniform in depth and cut into even rolls. All sod delivered to the site shall be installed that day. All seams shall be laid tight in staggered rows not less than 18 inches apart. Sod that abuts curbs or concrete areas shall have a finish grade 1 inch below the hard surface elevation. Once sod is installed the elevations shall be level. Sod areas shall be fertilized with a 9-14-7 new lawn starter and applied as per distributor's requirements.

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C7	DETAILS

CONTRACTOR:
Kinghorn COMPANY
GENERAL CONTRACTORS
14198 Northdale Blvd
Rogers, MN 55374
Grady Kinghorn
(763) 428-8088
glkinghorn@kinghornco.com

NORTHGATE PERFORMING ARTS CENTER
NE Quad. Sunwood Drive and Peridot Street
Ramsey, MN

LANDSCAPE PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Signature: Sam Dukkon
Date: 09/04/12 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
PO Box 251
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

REVISIONS:

VERTICAL SCALE 1 inch = ____ feet

HORIZONTAL SCALE 1 inch = 20 feet (FULL SIZE SHEET 24 x 36)

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
09/04/12	SD	SD	SD

FILE NO. 00419

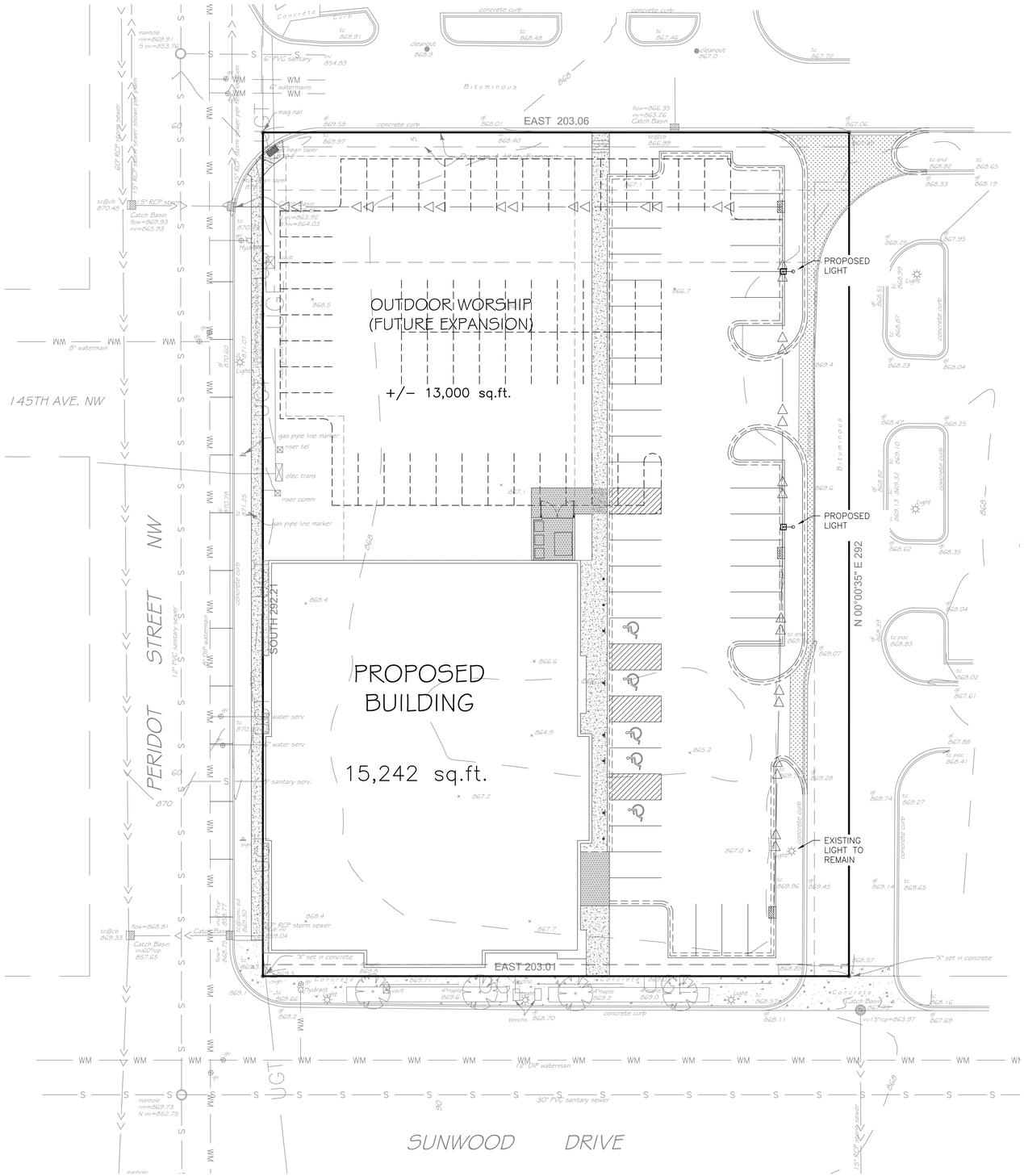
C5
Landscape Plan

LEGAL DESCRIPTION

OUTLOT A, RAMSEY TOWN CENTER 14TH ADDITION, ANOKA COUNTY, MINNESOTA.

PROJECT LOCATION

PART OF SECTION 28, TOWNSHIP 32, RANGE 25, ANOKA COUNTY, MINNESOTA.



LEGEND:

- EXISTING CURB AND GUTTER
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER SERVICE
- EXISTING WATER MAIN SERVICE
- PROPOSED CURB AND GUTTER
- PROPOSED STORM SEWER
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SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
LOT SURVEYS COMPANY, INC
7601 73rd AVENUE NORTH
BROOKLYN PARK, MN 55428

DATED: AUGUST 14, 2012

BENCHMARKS:

1) Top nut of hydrant located at NE corner of Sunwood Drive and Peridot Street NW.

Elev. = 872.96

0 20 40 60

GRAPHIC SCALE IN FEET

LIGHTING PHOTOMETRIC ANALYSIS TO BE ADDED WHEN AVAILABLE

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CONTRACTOR:

Kinghorn COMPANY
GENERAL CONTRACTORS

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Rogers, MN 55374

Grady Kinghorn
(763) 428-8088
glkinghorn@kinghorncо.com

NORTHGATE PERFORMING ARTS CENTER

NE Quad. Sunwood Drive and Peridot Street Ramsey, MN

LIGHTING PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: Scott Dahl
Date: 09/04/12 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
PO Box 356
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

REVISIONS

VERTICAL SCALE 1 inch = ____ feet

HORIZONTAL SCALE 1 inch = 20 feet (ORIG. SIZE SHEET 24 x 36)

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
09/04/12	SD	SD	SD

FILE NO. 00419

C6

Lighting Plan

RESERVED
FOR
CITY OF RAMSEY
DETAILS

INDEX OF CIVIL SITE DRAWINGS:

C0	COVER
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CONTRACTOR:

Kinghorn COMPANY
GENERAL CONTRACTORS

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Rogers, MN 55374

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NORTHGATE PERFORMING ARTS CENTER

NE Quad. Sunwood Drive and Peridot Street
Ramsey, MN

DETAILS

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Scott D. Lukin

Date: 09/04/12 Reg. No. 24348

PREPARED BY:

CIVIL ENGINEERING
SITE DESIGN
118 East Broadway St.
PO Box 280
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

REVISIONS:

VERTICAL SCALE
1 inch = ____ feet

HORIZONTAL SCALE
1 inch = 20 feet
(FULL SIZE SHEET 24 x 36)

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
09/04/12	SD	SD	SD

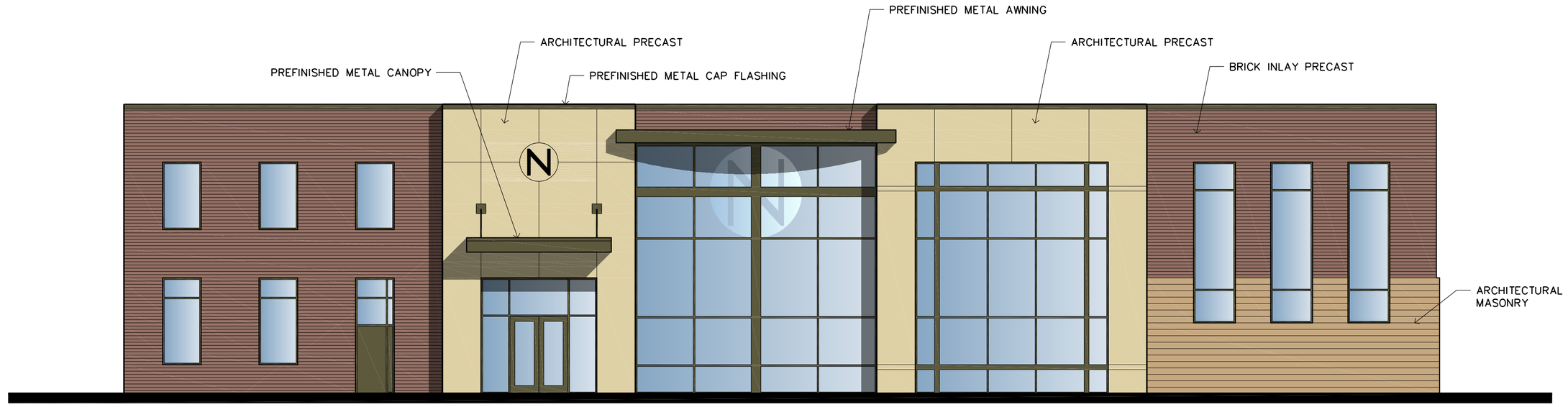
FILE NO. 00419

C7

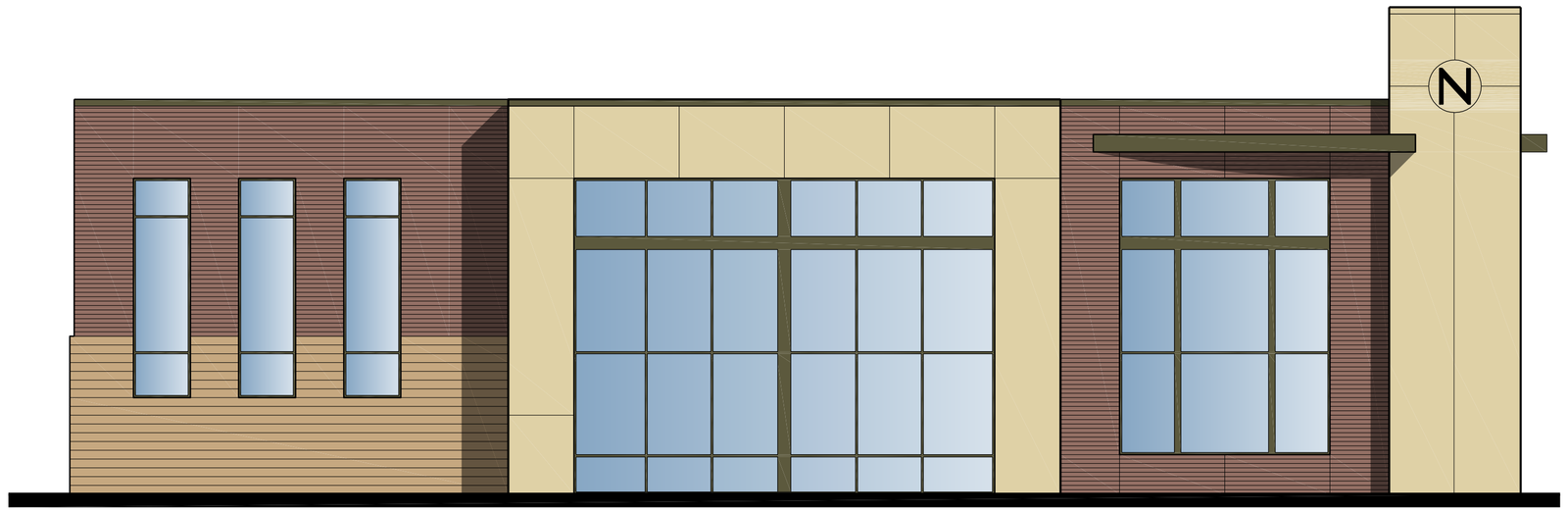
Detials

PERFORMANCE STANDARDS

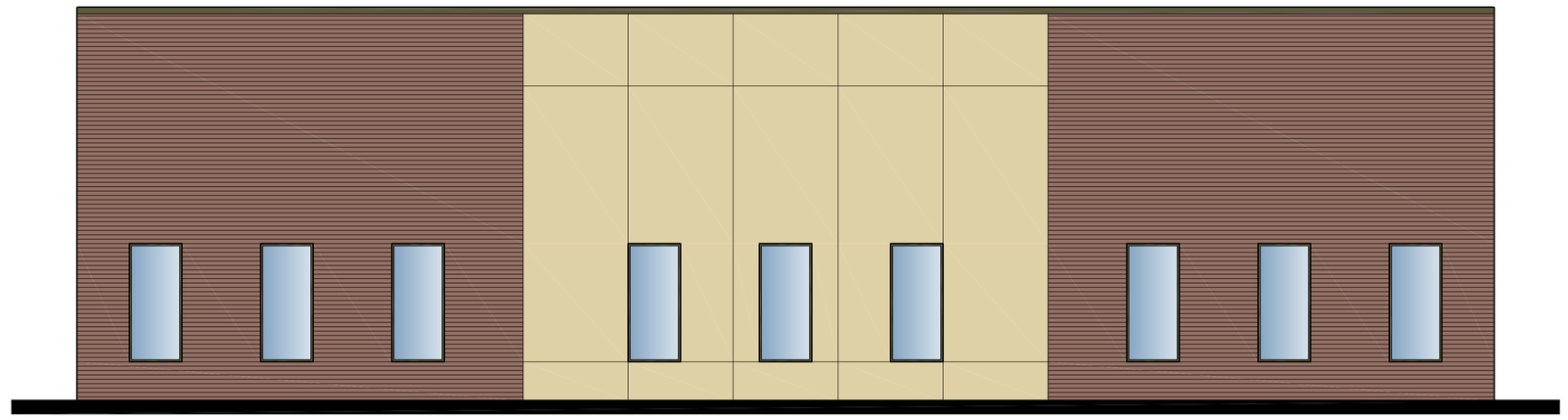
1. MATERIALS SHALL BE HIGH QUALITY DURABLE MATERIALS SUCH AS STONE, BRICK, GLASS, ETC.
   A. BRICK INLAY PRECAST
   B. ARCHITECTURAL PRECAST
   C. ARCHITECTURAL MASONRY
   C. GLASS
2. MINIMUM 40% GLASS REQUIRED AT STREET FACING FACADES
   A. SUNWOOD DRIVE (SOUTH ELEVATION)
      3,300 S.F. x 40% = 1,320 S.F.
      1,320 S.F. PROVIDED ≥ 1,320 S.F.
   A. PERIDOT STREET (WEST ELEVATION)
      4080 S.F. x 40% = 1,632 S.F.
      1,633 S.F. PROVIDED ≥ 1,666 S.F.



WEST ELEVATION



SOUTH ELEVATION



NORTH ELEVATION

EAST ELEVATION

NORTHGATE

Performing Arts Center

NOTE: THIS DRAWING IS FOR ILLUSTRATIVE PURPOSES ONLY. ACTUAL COLORS NEED TO BE FIELD VERIFIED.

ARCHITECTS

February 24, 2010

PSD, LLC
Attn: Matt Kuker
7533 Sunwood Dr NW
Ramsey, MN 55303

Re: Sketch Plan—NORTHGATE ADDITION

Matt:

We are in receipt of your sketch plan for a subdivision in The COR to convert Outlot A, RAMSEY TOWN CENTER 14TH ADDITION to a buildable lot, located on the north east corner of Sunwood Drive NW and Peridot Street NW. The sketch plan includes one sheet prepared by Bolton and Menk dated September 13, 2012. In addition, the City is reviewing a site plan for Northgate Performing Arts Center. Comments from that review letter are hereby incorporated by reference and available upon request. We offer the following comments regarding your application:

General: The proposed plat would subdivide existing Outlot A, RAMSEY TOWN CENTER 14TH ADDITION, into Lot 1, Block 1, NORTHGATE ADDITION. The Subject Property appears to be approximately 1.36 acres.

Zoning: The property is located in the COR-3 (The COR) zoning district.

Lot Size and Width Requirements: The COR-3 District does not require a minimum lot size. The district does require a minimum lot width of 40 feet and a minimum lot depth of 80 feet. Lot 1 appears to be approximately 203 feet wide and 275 feet deep.

Easements: Drainage and Utility Easements are indicated on the Plat. In addition, a Sidewalk Easement shall be required along Peridot Street for any portion of the required public sidewalk on private property. This will need to be a separate, recordable document executed at the time of recording of the Plat.

Right-of-Way Dedication: Sufficient right of way was dedicated as part of the plat for the Ramsey Town Center Addition. No additional right of way is proposed to be dedicated as part of the plat.

Utilities: The Utility Plan is being reviewed as part of the Site Plan Review for Northgate Performing Arts Center.

Development Fees. Development Fees shall be required to be paid at time of recording of the Plat. A list of applicable fees is attached as Exhibit A, hereto.

The Planning Commission will be meeting at 7:00 p.m. on Thursday, October 4, 2012 to review your sketch plan. You, or your representative, are strongly encouraged to attend the meeting in order to answer

any questions that may arise. If you have any questions or need additional information, please don't hesitate to call us.

Respectfully,

CITY OF RAMSEY

Tim Gladhill
Development Services Manager

CC: Bolton and Menk, Inc.
Attn: Craig Johnson
7533 Sunwood Dr NW
Ramsey, MN 55303

Northgate Church
Attn: Wayne Skaff, Executive Pastor
15407 Krypton St NW
Ramsey, MN 55303

September 28, 2012

Northgate Church
Attn: Wayne Skaff, Executive Pastor
15407 Krypton St NW
Ramsey, MN 55303

Re: Site Plan and Conditional Use Permit Review

Dear Mr. Skaff:

We are in receipt of a Site Plan, Conditional Use Permit and Minor Plat dated September 4, 2012. The submittal consists of Sheets C0, C1, C2, C3, C4, C5, C6 and C7 dated September 4, 2012, prepared by Civil Engineering and Design and Sheets A1, A2 and A3 dated September 4, 2012 prepared by Lampert Architects. In addition, the City is reviewing a request for a Minor Plat related to the project submitted by PSD, LLC. The Review Letter for that request is hereby incorporated as reference, and available upon request. We offer the following comments as it relates to the Site Plan and Conditional Use Permit Review:

General: The Applicant, Northgate Church, is proposing construction of a performing arts center that will include 504 auditorium seats, two classrooms, nursery and lobby area on the property legally described as Outlot A, Ramsey Town Center 14th addition located at the northeast corner of Sunwood Drive and Peridot Street NW. The City has also received an application for a Subdivision of Ramsey Town Center 14th Addition, to create the lot on which the building will be located.

Zoning: The Subject Property is zoned Mixed Use and is located within the COR3 Subdistrict. Institutional uses are a Conditional Use in this subdistrict.

Lot Coverage/Floor Area Ratio (FAR): The proposed structure is 15,242 square feet in size with a future expansion area identified on the site plan immediately north of the proposed structure of approximately 13,000 sq. ft. The minimum F.A.R in this subdistrict is 0.25; the proposed F.A.R. is 0.257 with this initial construction.

Setbacks: The COR3 setback from the street is 0-15 feet with at least 60% of any street frontage meeting this build to line. The proposed structure is located along this build to line on both the Sunwood Drive and Peridot Street NW elevations. The proposed building frontage on Sunwood Drive is 54% where 60% is required.

The COR Design Framework allows for flexibility in meeting this frontage by allowing an architectural wall with a minimum height of 3 feet and a maximum of 4 ½ feet to be used to meet

this 60% building frontage requirement. This method has been successfully used to frame the Allina Medical Clinic site. The proposed site and building plans do not include plans for a decorative wall to meet this frontage requirement along Sunwood Drive. Staff recommends an extension of a similar wall, as along the Allina Medical Clinic site, to fulfill the building frontage requirement and satisfy required parking lot screening for the proposed spaces facing Sunwood Drive. This addition will provide necessary consistency to the frontage of Sunwood Drive.

The proposed building frontage along Peridot Street is 46%. When combined with the percentage along Sunwood Drive the total building to street frontage is 49%. Plans submitted indicate a building addition in the northern portion of the site. Once this addition is complete the site will meet the required 60% frontage requirement along the Peridot Street. In the interim, proof of parking is planned where the addition will be situated which may result in parking facing Peridot Street NW. Since a building addition is planned it seems onerous to require an architectural wall if it will eventually be removed for the building addition. Staff recommends installation of landscape screening that meets the 3 feet height minimum along the entire west property line extending north of the building edge to the northerly property line to provide parking lot screening and consistent "street presence" of the site along this western edge. As a matter of past policy, a similar provision was allowed as part of site plan approval for the Midwest Medical Examiner's Office.

Architectural Standards: The design standards for this site are subject to the provisions laid out in the COR Design Framework referenced in City Code for The COR. The Design Framework places a high emphasis on high-quality architecture, materials, and site design, particularly with regard to building placement, parking areas, and the pedestrian environment.

Overall, the submittal meets or exceeds these requirements except as related to off-street parking. Staff would like to call out the following specific items from the Guidelines:

Provide parking spaces to support the use through a mix of on-street and surface lots internal to the block. Encourage shared parking solutions. The proposed parking plan utilizes on-street parking, surface lot parking, proof of parking and shared parking with adjacent users including Allina, NAU and PACT Charter school. Parking issues will be further address under the Off-Street Parking discussion.

Generally, buildings should be located at the street right-of-way; with no more than 60% of the building beyond the maximum setback. Encourage recessed entries and windows to create street level interest. The proposed building appears to conform to setbacks along Sunwood Drive and Peirdot Street NW. In addition, a condition will be made that will require an architectural wall to be extended along Sunwood Drive and landscaping along Peridot Street NW to meet the 60% building frontage.

A diverse mix of materials is encouraged, applied in a variety of proportions, exposures, and detailing, especially along all street frontages. The proposed building proposes a variety of materials and design elements on each elevation acceptable to the COR Design Framework. Proposed materials include brick inlay precast, architectural precast, and architectural masonry,

glass and accent metal. The minimum amount of windows on a street facing elevation is provided along with the required entryways. Staff is supportive of the proposed elevation plans.

Building Height: The COR3 subdistrict requires a minimum of 2 stories and a maximum of 4 stories for all buildings within this district. The proposed performing arts facility meets this requirement.

Waste Storage: A trash enclosure is proposed at the northeast corner of the building with a north facing access. This enclosure shall be constructed of the same building materials and design as the principle structure, shall include a roof and shall be connected to the building. Colored elevation plans of the proposed trash enclosure shall be submitted and approved prior to the issuance of a development permit.

Loading Docks: There are no loading docks required for the facility. There is, however, loading access provided for internal to the site and along Peridot St NW.

Off-Street Parking - Spaces Required: The COR Design Framework establishes perimeters for parking in all subdistricts and sets a minimum parking space standard of one space per five seats for places of assembly. Based on the total of 504 seats at 1 space per 5 seats, a minimum of 101 parking stalls are required with a maximum of 1 space per three seats or 168 stalls. The guidelines also support the use a wide range of parking options to fulfill required parking including use of on-street parking and encouraging shared parking solutions. The site plan proposes 43 on-site parking stalls, 40 proof of parking stalls (on-site) and 25 on street parking stalls (along Peridot Street NW and 145th Avenue NW) to fulfill its required parking.

The Design Framework states that the City may approve joint parking for one or more businesses where the total number of parking stalls provided for joint use is less than the sum of the total required for each business should they be provide them separately. A written report, as detailed on Page 21 of the Design Framework, is required. Staff is generally supportive of the use of on-street parking for the proposed use, as no parking structures (vertical) are planned in this area. Staff is supportive of the use of on-street parking for the proposed use, as no parking structures (vertical) are planned in this area.

For Phase 1 construction the site meets required parking provided the City supports the proposed proof of parking. It is understood that proof of parking is proposed as a method to save initial site development and construction costs. Northgate intends to share parking through cross-parking agreements with PACT, Allina and NAU. Again, the COR Design Framework encourages shared parking as a method to provide required off-street parking. However, any shared parking shall be approved only when it's in close proximity (300 foot radius), no conflict in hours and a legally binding instrument for joint use of off-street parking is approved by the City and recorded at the County. While the Northgate intends to share parking through "cross-parking agreements", and has an effective history of doing so, no recordable document has been provided to the City therefore the site is not meeting minimum requirements for off-street parking. This leaves the City in the position of needing to make a decision on whether to support the proposed proof of parking or require installation of the 40 stalls during Phase 1. Options to consider include:

- Require proof of parking to be installed with Phase 1 due to lack of legally recordable shared parking agreements to meet requirements of the COR Design Framework.
- Provide City with legally recordable shared cross-parking agreement.
- Accept proof of parking plan with a condition that at such time that parking demand is beyond what is provided on-site and the 25 accepted on-street parking stalls, and extending into additional on-street parking areas beyond 300' radius of the site, such proof of parking shall be installed at the applicants expense.

In addition, while this site plan review and Conditional Use Permit request does not include approvals for Phase 2 construction, it is apparent that the site will be under parked as the Phase 2 addition will be located upon the proof of parking area. While this review is based on the merits of the current application Staff will recommend a condition that Phase 2 cannot move forward without recordable cross-parking agreements.

Signs: Please note that all signs for the proposed building must be approved through a separate sign permit process.

Lighting: City standards require that the luminaire (light source) must not be visible from beyond the property line. The submittal includes a lighting plan however, a photometric plan shall be submitted prior to execution of the Development Permit. Any lighting used to illuminate an off-street parking area, sign, or structure shall be arranged to deflect away from Sunwood Drive and Peridot Street NW.

Landscaping Plan: The following comments are offered regarding the September 4, 2012 Landscaping Plan:

Minimum landscaping is provided to meet requirements.

- The Planting Notes should include the following:
  - Planting depth shall be such that the first set of primary roots is at finished grade.
  - Remove twine, wiring, ropes and burlap from top and sides of root ball.
  - At time of planting, only prune out dead or damaged branches. All necessary pruning cuts shall be made just outside of branch collar area.
  - Remove all tags and labels.
  - Wood chip mulch shall not be piled against the trunk of trees.
- A two (2) year maintenance guarantee is required on all landscaping after initial acceptance by the City.
- Topsoil, whether it is trucked in or the existing topsoil is amended, must meet or exceed MN DOT's Premium Topsoil specification.
- At the time of installation, all shrubs must be at least twenty-four (24) inches in size.

Please submit a revised landscaping plan prior to execution of the Development Permit.

Irrigation: All new landscaping shall be irrigated by an in-ground system. Irrigation metering and backflow devices shall be approved as part of the Utility Plan, and installed accordingly. Irrigation rain sensors shall be installed and appropriately placed throughout the site.

Tree Preservation: This site is devoid of any significant tree cover and therefore, no tree preservation plan is necessary.

Grading and Drainage: The following comments are offered regarding the September 4, 2012 Grading and Utility Plans prepared by Civil Engineering Site Design:

- The B612 concrete curb detail should be amended to include base material extending to 1' beyond the back of curb. The pedestrian ramp details have recently been modified at the state level. The plans must be revised to include the most recent MN/DOT approved details and design.
- Spot elevations must be called out as gutter or top of curb.
- The developer will be responsible for replacing any sidewalk or streetscape along Sunwood Drive that is damaged by construction of the building.
- A pedestrian detour plan must be submitted showing the pedestrian route along Sunwood Drive during construction of the building.

The project will require a permit from the Lower Rum River Water Management Organization (LRRWMO). Please copy the City on the submittal. The application deadline is the first Thursday of the month for the meeting on the third Thursday of the month. The LRRWMO requirements include infiltration of 1 inch of runoff from the site. Infiltration practices must be incorporated into the plans to meet this requirement. Please submit calculations routing the site runoff to the infiltration basin for the 1" 10 year and 100 year storms.

The following notes should be added or amended on the plan set:

- The contractor should have a sweeper on site or available within 3 hours. All material tracked onto City streets must be removed immediately upon discovery, or as directed by the City Engineer.
- Installation of silt fence and other down gradient sediment protection measures shall be completed and inspected prior to commencement of any site activities.

Access and Streets: The site will derive public access from a shared driveway with the Allina site to the east from Sunwood Drive. An existing access easement is recorded on the site.

Sidewalks: An additional two (2) to four (4) foot section of sidewalk must be added (at the Applicant's cost) along Peridot Street NW, in accordance with the COR Design Framework streetscape plans. Construction of this sidewalk section may require additional sidewalk easement if constructed on private property.

Traffic Generation: As part of the original Town Center AUAR, a detailed traffic analysis was completed that anticipated the type and size of development shown on the plat. The proposed development is consistent with the traffic modeling system used as part of the AUAR analysis.

Regional road improvements to facilitate the whole COR development have been agreed upon and have already begun construction. This proposed development does not generate more traffic than was anticipated.

REU Number: This property will be subject to a storm water utility charge based upon the amount of impervious surface on the site. The quarterly charge is dependent upon the number of Residential Equivalent Units (REU) calculated for this property. The site is proposed as 65.5% impervious. This leads to an REU of (1.36 x 3.31) 4.508 and a quarterly stormwater fee of $172.21.

Summary of Conditions:

This letter identified several conditions of approval that will be presented to the Planning Commission and City Council including:

1) An architectural wall not less than three (3) feet nor greater than four and one-half (4 ½) feet in height shall be installed along the Sunwood Drive elevation to screen the parking and meet the 60% building frontage requirement. Revised site plan and details for this architectural wall shall be submitted and approved prior to the issuance of a development permit.
2) Landscape screening not less than three (3) feet in height shall be installed along the entire west property line extending from the northerly building edge to the northerly property line to provide parking lot screening and a consistent "street presence" of the site along this western edge. Revised site and landscaping plans for this additional landscape screening shall be submitted and approved prior to the issuance of a development permit.
3) Additional two (2) to four (4) foot section of sidewalk must be added (at the Applicant's cost) along Peridot Street NW, in accordance with the COR Design Framework streetscape plans.
4) Colored elevation plans of the proposed trash enclosure shall be submitted and approved prior to the issuance of a development permit.
5) A photometric lighting plan shall be submitted prior to execution of the Development Permit.
6) Staff will seek direction from the Planning Commission and City Council regarding the request for the proposed proof of parking plan.
7) Future requests for Site Plan approval and/or an amendment to the Conditional Use Permit as related to any proposed site or building expansion shall not be accepted by the City without recordable cross-parking agreements to fulfill required off-street parking requirements.

Continued on next page.

The Planning Commission will be meeting at 7:00 pm on October 4. 2012 at the Ramsey Municipal Center at 7550 Sunwood Drive to review your final site plan and conditional use permit request. You, or your representative, should be present at the meeting to answer any questions that may arise.

If you have any questions, please call our office at (763) 427-1410

Sincerely,

CITY OF RAMSEY

Tina Goodroad, AICP
Planner

CC: Kinghorn Construction
Attn: Grady Kinghorn
14198 Northdale Blvd.
Rogers, MN 55374

PSD, LLC
Attn: Matt Kuker, Assistant Manager
7533 Sunwood Dr. NW
Ramsey, MN 55303

Northgate Performing Arts Center

Commercial/Industrial Fee Calculator

	Acres	Unit Price		Total
Park Dedication (choose one density range)				
Commercial	1.36	$4,738		$6,444
Industrial		$3,966		$0
Trail Development	1.36	$1,090		$1,482
Sanitary Sewer and Water				
Sanitary Trunk	1.36	$3,824		$5,201
Water Trunk	1.36	$8,337		$11,338
Sanitary Lateral*	1	$3,824	per connection	$3,824
Water Lateral*	1	$8,777	per connection	$8,777
Stormwater Management	1.36	$4,465		$6,072
Miscellaneous				
Future Sealcoating		$1.45	per square yard	$0
Street Lights				
Cobra		$1,300	per light	$0
The COR	5	$2,600	per light	$13,000
3 Year O & M	5	$294	per light	$1,470
Development Fees Collected in Building Permit **				
Sewer Availability Charge (SAC)		$2,365		$0
Water Availability Charge (WAC)		$1,640		$0
SAC Handling Fee		$25		$0
Grand Total				$57,608

6.03: Public Hearing: Request for Sketch Plan Review of NORTHGATE ADDITION (minor Plat) and Request for Site Plan Review and Conditional Use Permit for Northgate Performing Arts Center at the North East Intersection of Sunwood Drive and Peridot Street; Case of PSD, LLC and Northgate Church

Public Hearing

Chairperson Levine called the public hearing to order at 7:45 p.m.

Presentation

Planning Consultant Goodroad presented the Staff report. She explained Northgate Church is proposing construction of a performing arts center that will include 504 auditorium seats, two classrooms, along with a nursery and lobby areas on the property for the parcel located on the northeast corner of Sunwood Drive and Peridot Street NW. Northgate Church is requesting Sketch Plan Review of NORTHGATE ADDITION (Minor Plat) along with site plan review and a conditional use permit for the proposed Northgate Performing Arts Center. In order to accommodate the request, the parcel must be platted as part of the request for NORTHGATE ADDITION.

Planning Consultant Goodroad explained the subject property is zoned Mixed Use and is located within the COR3 sub-district. Institutional uses are allowed as a conditional use. The proposed structure is 15,242 square feet in size with a future expansion area identified on the site plan immediately north of the proposed structure of approximately 13,000 square feet. Staff reviewed the proposed site plan in detail with the Commission. She discussed a proposed street presence to meet the 60% standard along Sunwood Drive.

Planning Consultant Goodroad discussed the parking issues with this site noting shared parking would be needed on Sunday mornings and Wednesday nights. City requirements call for a total of 101 parking stalls and the applicant is proposing 43 stalls. In addition, 40 proof of parking stalls (on-site) and 25 on street parking stalls were available to fulfill the parking requirements. She noted it was the intent in the COR that sites minimize surface parking and create strategies for shared parking between adjacent users particularly when taking advantage of peak and off peak parking cycles. Staff is generally supportive of the use of on-street parking for the proposed use, as no parking structures were planned in this area.

Planning Consultant Goodroad discussed the parking situation in further detail stating the City could require proof of parking to be installed with Phase I due to lack of legally recordable shared parking agreements to meet City requirements of the COR Design Framework. However, another option would be for the City to accept the proof of parking plan with a condition that at such time that parking demand is beyond what is provided on-site and the 25 accepted on-street parking stalls, and extending into additional on-street parking areas beyond 300' radius of the site, such proof of parking shall be installed at the applicants expense. Staff recommended that Phase 2 construction not move forward without recordable cross-parking agreements in place.

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Planning Consultant Goodroad reviewed the proposed building elevations with the Commission. She noted the building was a nice blend of brick, windows, metal and pre-cast material. The proposed materials met City requirements. Staff recommended approval of the site plan and conditional use permit. Planning Consultant Goodroad entered revised architectural drawings into record.

Citizen Input

Wayne Skaff, Pastor of Northgate Church, 15407 Krypton Street, explained that Northgate Church began meeting in 2010 at the PACT School. He commented the church was determined to build a 21st century building in the COR of Ramsey. He discussed the need for the church to share parking space with its adjacent neighbors and then reviewed the amenities within the proposed building. He hoped the performing arts center would be utilized by the entire community for meetings, concerts and training. Mr. Skaff anticipated that Phase 2 would begin in a short time and requested the proof of parking not be required at this time.

Commissioner Field inquired the intention of the church at this time with the proof of parking.

Mr. Skaff stated it would be his intent to leave the Phase 2 site vacant at this time and not create the additional parking north of the building. He noted he had verbal parking agreements with PACT and was pursuing an agreement with Allina. He explained he had approximately 300 parking stalls within a very short walk of the proposed building.

Commissioner Van Scoy requested the verbal agreements become written.

Mr. Skaff explained the Board of Directors at PACT passed a motion and signed an agreement approving cross parking. This would make 104 parking stalls available to Northgate. He noted he had verbal agreements with NAU and Allina at this time. Both were willing to draft written agreements after the proposed plans were approved. Mr. Skaff understood that if the site had inadequate parking, Northgate would be responsible for adding the proof of parking.

Development Services Manager Gladhill stated he received a copy of the agreement from PACT. The document was not in recordable form at this time and Staff would work with Northgate to resolve this issue.

Commissioner Van Scoy commented if even more parking spaces would be necessary after the completion of Phase 2.

Mr. Skaff explained the Phase 2 would be used for education space that would be shared jointly with PACT. He noted the space would be used on Sundays for education but did not anticipate an increase in the parking needs.

Planning Consultant Goodroad commented the proposed use for Phase 2 was less intense; however, the City cannot make a determination on the parking needs for that space at this time. She indicated the performing arts space had a much higher parking need.

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Commissioner Van Scoy was pleased with the proposed use. He asked if religious uses had different parking standards and how these parking standards would be addressed when Phase 2 was started.

Development Services Manager Gladhill commented a parking analysis would have to be completed once Phase 2 was brought to the City. He commented Staff would make a consideration for this use based on the fact there were offsetting uses with varying hours of operation, which would assist in meeting the parking requirements.

Commissioner Brauer commended Northgate on creating a fine arts building that would be available to the residents in the City of Ramsey. He questioned if the site would have any restrictions on events allowed within the performing arts center.

Mr. Skaff indicated the site would only allow family friendly events.

Commissioner Bauer asked how the site would accommodate funerals during the weekdays.

Mr. Skaff stated in the last two and a half years, the church has had one funeral. He commented the funeral could be held in the evening hours if necessary or during the day, for a smaller family event.

Motion by Commissioner Brauer, seconded by Commissioner Field, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Brauer, Field, Bauer, and Van Scoy. Voting No: None. Absent: Commissioner Perez and Schiller.

Chairperson Levine closed the public hearing closed at 8:20 p.m.

Commission Business

Motion by Commissioner Van Scoy, seconded by Commissioner Field, to recommend that City Council adopt a Resolution approving Findings of Fact relating to the request from Northgate Church.

Further discussion

Commissioner Brauer requested an amendment to the Findings of Fact stating the performing arts center would only be used for family friendly events.

Development Services Manager Gladhill suggested the Commission use caution on this amendment as there were Ordinances in place to address certain uses.

Commissioner Brauer withdrew his friendly amendment.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Van Scoy, Field, Bauer, and Brauer. Voting No: None. Absent: Commissioner Perez and Schiller.

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Motion by Commissioner Field, seconded by Commissioner Van Scoy, to recommend that City Council approve the Conditional Use Permit contingent upon compliance with the City Staff Review Letter dated September 20, 2012.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Field, Van Scoy, Bauer, and Brauer. Voting No: None. Absent: Commissioner Perez and Schiller.

Motion by Commissioner Van Scoy, seconded by Commissioner Bauer, to recommend that City Council approve the Site Plan contingent upon compliance with the City Staff Review Letter dated September 20, 2012.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Van Scoy, Bauer, Brauer, and Field. Voting No: None. Absent: Commissioner Perez and Schiller.

Development Services Manager Gladhill requested a recess at this time to allow Staff time to reset exhibits for the upcoming Staff reports.

Chairperson Levine recessed the meeting at 8:25 p.m.

Chairperson Levine reconvened the meeting at 8:36 p.m.

DRAFT

CITY OF RAMSEY
DEVELOPMENT AGREEMENT
FOR NORTHGATE ADDITION

This CONTRACT dated this _____ day of _____, 2012, and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**"), **PSD, LLC** and 7533 Sunwood Dr NW, Suite 220, Ramsey, MN 55303, a Minnesota limited liability company, ("**PERMITTEE**")

WHEREAS, **PERMITTEE** is the owner of land legally described as follows:

> Outlot A, RAMSEY TOWN CENTER 14TH ADDITION, subject to easement of record, Anoka County, Minnesota
>
> -or upon recording-
>
> Lot 1, Block 1, NORTHGATE ADDITION
>
> (the "Property")

WHEREAS, **PERMITTEE** has received approval from the **CITY** for NORTHGATE ADDITION (the "Plat");

THEREFORE, THE **CITY** AND **PERMITTEE** AGREE AS FOLLOWS:

1. Conditions of Approval. The **CITY** hereby approves the Plat on condition that:

   a. **PERMITTEE** enter into this Contract, and
   b. **PERMITTEE** provide the necessary security in accordance with the terms of this Contract pursuant to the City Code.

2. Development Plans. **PERMITTEE** shall develop the **Plat** in accordance with the Final Plat Plans prepared by Bolton & Menk dated September 13, 2012 (the "Plans"). The Plans shall not be attached to this Contract, but are in **CITY** files.

3. Stage I Improvements Required. The improvements the **CITY** requires that **PERMITTEE** construct within the Property are as follows:

   a. Trunk and lateral sanitary sewer (already constructed)
   b. Trunk and lateral water mains (already constructed)
   c. Storm drainage facilities (already constructed)
   d. Stormwater maintenance though 90 percent buildout (already completed)
   e. Streets (already constructed)
   f. Concrete curb and gutter (already constructed)
   g. Street traffic control signals (already constructed)
   h. Lot grading
   i. Trail development (not required)
   j. Sidewalk completion to **CITY** sidewalk width standards
   k. Electricity (within one-fourth mile)
   l. Phone (within one-fourth mile)
   m. Natural gas (within one-fourth mile)
   n. Boulevard sodding

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o. Water shut off boxes (already completed)
p. Easement acquisition
q. As-built plans
r. Stage I financial surety

("Stage I Improvements")

PERMITTEE agrees to construct the Stage I Improvements according to the terms and conditions of this Contract and in accordance with the Plans. The Plans are subject to revisions per City Staff Review Letter dated September 28, 2012. The final construction plan for the Stage I Improvements shall be submitted to the City Engineer for review and approval prior to commencement of construction.

PERMITTEE agrees to provide specifications, subject to review and approval of the City Engineer, for construction and restoration of utilities within Sunwood Drive. Work must be completed under traffic, be brought up to grade, and must restored to existing conditions within 24 hours.

PERMITTEE shall be responsible for completing the rough grading of the Allina Lot and providing lot corner stakes prior to the installation of underground utilities as set forth above.

Stage I Improvement Financial Guarantee. **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Stage I Improvements and their timely completion. **PERMITTEE** shall be responsible for a financial guarantee in the amount of _____ Dollars and No Cents ($_____.00), which amount is 125% of the City Engineer's estimated cost of Stage I Improvements. The financial guarantee shall be deposited with the **CITY** at the time of recording of the Plat. Upon completion of Stage I Improvements (including the removal of "temporary" erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate lien waivers, any surplus remaining balance in the **CITY**'s escrow account shall be promptly refunded to **PERMITTEE**.

4. Inspection Fees. **PERMITTEE** shall be responsible for all inspection costs incurred by the **CITY** related to the installation of Stage I Improvements. **PERMITTEE** shall make a cash deposit into the appropriate escrow account at the **CITY**, and the **CITY** shall have authority to draw upon these funds for the purpose of compensating for inspection services. The amount of the deposit shall be equal to five percent (5%) of the estimated cost of the Stage I Improvements. **PERMITTEE** shall be responsible for a cash deposit in the amount _____Dollars and No Cents ($_____.00). Upon completion of the Improvements to the satisfaction of the **CITY**, any surplus remaining balance in the **CITY**'s escrow account shall be promptly refunded to **PERMITTEE**.

5. Installation. Stage I Improvements shall be installed in accordance with the Plans and in accordance with **CITY** standards, City Code and those plans and specifications which have been prepared by a registered professional engineer presented to the **CITY** by **PERMITTEE** and approved by the City Engineer. **PERMITTEE** shall obtain all necessary permits from all agencies before proceeding with construction and the Stage I Improvements. Within thirty (30) days after the completion of the Improvements and before the security is released, **PERMITTEE** shall supply the CITY with a complete set of reproducible "As Built" plans.

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6. Time of Performance. **PERMITTEE** shall install all Stage I Improvements by October 23, 2013. **PERMITTEE** may, however, request an extension of time from the **CITY**. If an extension is granted, it shall be conditioned upon updating the security posted by **PERMITTEE** to reflect any cost increases.

7. Ownership of Improvements. Upon the completion of the work and construction required to be done by this Contract, the Stage I Improvements lying within public easements shall become **CITY** property without further notice or action.

8. License. **PERMITTEE** hereby grant the **CITY**, its agents, employees, officers, and contractors, a license to enter the Plat to perform all necessary work and/or inspections, on each respective property, deemed appropriate by the **CITY** during installation of Stage I Improvements by the **CITY**. The license shall expire after the Stage I Improvements installed pursuant to this Contract have been installed and accepted by the **CITY**.

9. Stage II Improvements. The Stage II Improvements which the **CITY** requires **PERMITTEE** to construct within the Allina Lot are as follows:

    a) Street striping and signing (complete)
    b) Seal coating (complete)
    c) Street lights
    d) Inspections
    e) Monuments
    f) Stage II cash deposit

    ("Stage II Improvements")

10. Clean Up. **PERMITTEE** shall promptly clear from public streets and property any soil, earth, or debris resulting from the construction work on the Property.

11. Payment for Stage II Improvements. **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Stage II Improvements and their timely completion. **PERMITTEE** shall be responsible for a financial guarantee in the amount of _____ Dollars and No Cents ($_____.00), which amount is 125% of the City Engineer's estimated cost of Stage II Improvements. The financial guarantee shall be deposited with the **CITY** at the time of recording of the Plat. Upon completion of Stage II Improvements (including the removal of "temporary" erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate lien waivers, any surplus remaining balance in the **CITY**'s escrow account shall be promptly refunded to **PERMITTEE**.

12. Street Cleaning. After the street surfacing is installed, **PERMITTEE,** shall clear any soil, earth, or debris from the streets resulting from any construction within the Plat by each of them. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the plat. It shall be **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.

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13. **PERMITTEE** Default. In the event of default by **PERMITTEE** as to any of the work to be performed by it hereunder, the **CITY** may, at its option, perform the work and **PERMITTEE** shall promptly reimburse the **CITY** for any reasonable expense incurred by the **CITY**, provided **PERMITTEE** is first given written notice of the work in default, not less than 48 hours in advance. This Contract is a license for the **CITY** to act, and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the Subject Property. When the **CITY** does any such work, the **CITY** may, in addition to its other remedies, assess the cost in whole or in part to the benefitted property. **PERMITTEE** grants the City approval to seek reimbursement from any of **PERMITTEE'S** escrows held by the **CITY**.

14. Miscellaneous.

    a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraphs or phrase of this Contract is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Contract.

    b. Written Amendments Only. The action or inaction of the **CITY** shall not constitute a waiver or amendment to the provisions of this Contract. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by written resolution of the **CITY** Council. The **CITY**'s failure to promptly take legal action to enforce this Contract shall not be a waiver or release.

    c. Compliance with Laws and Regulations. **PERMITTEE** represents to **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until **PERMITTEE** does comply. Upon the **CITY**'s demand, **PERMITTEE** shall cease work until there is compliance.

    d. This Contract shall run with the land and shall be recorded against the title to the Plat by **PERMITTEE**. After **PERMITTEE** has completed the work required of it under this Contract, at **PERMITTEE'S** request, the **CITY** will execute and deliver a release of this Contract.

    e. Mailbox Locations. **PERMITTEE** agree that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.

    f. Boulevard and Area Restoration. **PERMITTEE**, on their respective lots, shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Allina Lot.

    g. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction

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operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.

h. Constructing Site Maintenance. **PERMITTEE** shall adhere to all **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc.

i. Estimated Cost. It is understood and agreed that cost amounts set forth in this Contract as to Stage I and Stage II Improvements, unless qualified as fixed amounts, are estimated. **PERMITTEE** agree to pay each portion of the entire cost of said improvements including interest, engineering and legal fees related thereto.

j. Plat Approval Expenses. **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of the Final Plat shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this contract for payment.

k. Reimbursement to the **CITY**. **PERMITTEE** agree to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Contract, or any portion thereof, including court costs and reasonable engineering and attorney's fees.

l. Marketable Title. Prior to recording of the Final Plat, **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Plat either through a currently certified abstract, registered property abstract or title insurance.

m. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Contract shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.

n. Proof of Authority. The **CITY** requires **PERMITTEE** to provide proof of authority by their respective governing boards to execute this Contract. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.

o. Recording of This Contract. **PERMITTEE** shall record this Contract in the office of the Anoka County Recorder. **PERMITTEE** agree that the terms and provisions of this Contract shall run with the land and shall bind the parties.

p. Violation of This Contract. If **PERMITTEE** fail to perform any of the terms of this Contract in the manner required by the **CITY**, the **CITY** shall be entitled to recover, from the defaultee**,** or the issuer of their financial guarantee, the full amount of any and all financial guarantees. Breach of any of the terms of this Development Contract by **PERMITTEE** shall also be grounds for denial of Building Permits for buildings on the Property.

q. Contract Binding On Successors and Assigns. This Development Contract shall be binding upon the parties, and their successors and assigns.

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15. Requirements for Building and Occupancy Permits.

    a.) No building permit for any lot in the Plat shall be issued until: (a) a Class 5 driving surface is installed to within 300 feet of the structure; (b) a Certificate of Survey, including that survey information required by the **CITY** has been supplied to the **CITY** Building Official; c.) all the financial guarantees required by the **CITY** have been satisfied; d.) a Permit from the Lower Rum River Watershed Management Organization has been obtained; (e) a Permit from Anoka County Soil Conservation District has been obtained (if necessary); and (f) this Development Contract has been signed and received by the **CITY**. A footings and foundation permit for the structure has been released due to prior action of the Ramsey City Council.

    b.) No occupancy permit for any lot in the Plat shall be issued until: (a) vehicular access to the lot is provided, including the installation of at least one layer of bituminous surfacing; (b) all utilities are in place, operational and accepted by the **CITY**; (c) for lots that have a slope of less than 2%, a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, must be provided to the **CITY** documenting that the flattest grade on this lot is 1% or greater; and (d) boulevard sod and landscape tree, or escrow for same, have been provided.

16. Park Dedication. The Property is located in the City's Greenland Hills District. The current park dedication requirement is $4,738 per commercial acre. The amount due on the Property is Six Thousand Four Hundred Forty Four Dollars and No Cents ($4,738.00 x 1.36 acres = **$6,444.00**). **PERMITTEE** shall pay all park dedication fees before release of the plat for recording at Anoka County. The rate in effect at the time of execution of this Contract will be collected.

17. Trail Development Fees. The current trail development fee is $1,090 per commercial acre. The amount due on the Property is One Thousand Four Hundred Eighty Two Dollars and No Cents ($1,090.00 1.36 acres = **$1,482.00**). **PERMITTEE** shall pay all fees before release of the plat for recording at the County Recorder's Office. The rate in effect at the time of execution of this Contract will be collected.

18. Sanitary Sewer Connection (Trunk) Fees. The current sanitary sewer connection fee is $3,824 per acre. The total amount due on the Property is Five Thousand Two Hundred One Dollars and No Cents ($3,824 x 1.36 acres = **$5,201.00**). **PERMITTEE** shall pay these fees before the release of the plat for recording at County Recorder's Office. The rate in effect at the time of execution of this Contract will be collected.

19. Water Connection (Trunk) Fees. The current water connection fee is $8,337 per acre. The total amount due on the Property is Eleven Thousand Three Hundred Thirty Eight Dollars and No Cents ($8,337 x 1.36 acres = **$11,338.00**). **PERMITTEE** shall pay these fees before the release of the plat for recording at County Recorder's Office. The rate in effect at the time of execution of this Contract will be collected.

20. Sanitary Sewer Lateral Fees. The current sanitary sewer lateral fee is $3,847 per connection. The total amount due on the Property is Three Thousand Eight Hundred Forty Seven Dollars and No Cents ($3,847 x one (1) connection = **$3,847.00**). **PERMITTEE** shall pay these fees before the release of the plat for recording at County Recorder's Office. The rate in effect at the time of execution of this Contract will be collected.

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21. Water Lateral Fees. The current water lateral fee is $8,777 per connection. The total amount due on the Property is Eight Thousand Seven Hundred Seventy Seven Dollars and No Cents ($8,777 x one (1) connection = **$8,777.00**). **PERMITTEE** shall pay these fees before the release of the plat for recording at County Recorder's Office. The rate in effect at the time of execution of this Contract will be collected.

22. Stormwater Management Fee. The current stormwater management fee is $4,465 per commercial acre. The amount due on the Property is Six Thousand Seventy Two Dollars and No Cents ($4,465.00 x 1.36 acres = **$6,072.00**). **PERMITTEE** shall pay all fees before release of the plat for recording at Anoka County. The rate in effect at the time of execution of the Contract will be collected.

23. Street Light Fee. The current street light fee for The COR is $2,600 per light. The amount due on the Property is Thirteen Thousand Dollars and No Cents ($2,600 x five (5) lights = **$13,000.00**). **PERMITTEE** shall pay these fees before the release of the plat for recording at County Recorder's Office. The rate in effect at the time of execution of this Contract will be collected.

24. Street Light Operating and Maintenance Fee. The current street light operating and maintenance fee for The COR (first three years of operation) is $294 per light. The amount due on the Property is One Thousand Four Hundred Seventy Dollars and No Cents ($294 x five (5) lights = **$1,470.00**). **PERMITTEE** shall pay these fees before the release of the plat for recording at County Recorder's Office. The rate in effect at the time of execution of this Contract will be collected.

25. Sidewalk Construction. **PERMITTEE** shall construct and pave on the Property, in accordance with **CITY** standards, a four (4) foot wide concrete sidewalk with pedestrian ramps in locations prescribed by the **CITY** as shown on the Plans and as amended by City Staff Review, at a grade not to exceed 5%.

26. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

    PSD, LLC
    7533 Sunwood Drive
    Suite 220
    Ramsey, MN 55303

    City Administrator
    City of Ramsey
    7550 Sunwood Dr NW
    Ramsey, MN 55303

DRAFT

City of Ramsey

By:_____
Its Mayor

By:_____
Its City Clerk

PSD, LLC

By:_____

Its:_____

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

On this_____ day of_____ 2012, before me a Notary Public within and for said County, personally appeared Bob Ramsey and JoAnn M. Thieling, to me personally known, who each by me dually sworn, each did say that they are respectively the Mayor and the City Clerk of Ramsey, the municipal corporation named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed in behalf of said municipality by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipal corporation

_____
Notary Public

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ , 2012, by, _____, the _____ of PSD, LLC, a limited liability company organized under the laws of the State of Minnesota, on behalf of the limited liability company.

_____
Notary Public

DRAFT

NORTHGATE PERFORMING ARTS CENTER
DEVELOPMENT PERMIT
CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA

THIS DEVELOPMENT PERMIT, is made and entered into by and between the **CITY OF RAMSEY,** a municipal corporation under the laws of the State of Minnesota (the "**City**"), and **NORTHGATE CHURCH,** a non-profit corporation under the laws of the State of Minnesota, whose address is 15407 Krypton St NW, Ramsey, MN 55303 (the **"PERMITTEE"**).

WITNESSETH:

WHEREAS, the **PERMITTEE** is the fee owner of the following described property situated in the **CITY OF RAMSEY**, County of Anoka, State of Minnesota, and legally described as follows:

Lot 1, Block 1, NORTHGATE ADDITION, Anoka County, Minnesota

(the "Subject Property"); and

WHEREAS, on October 23, 2012, the **CITY** approved the final plat of the Subject Property for NORTHGATE ADDITION (the "**Plat**"),

WHEREAS, on October 23, 2012, the **CITY** approved the final site plan for the Northgate Performing Arts Center on the Subject Property; and

WHEREAS, the **PERMITTEE** intends to cause the Required Improvements to the Subject Property to be constructed without financial participation by the **CITY.**

NOW, THEREFORE, the **CITY** and **PERMITTEE** agree as follows:

SECTION I
REQUIRED IMPROVEMENTS AND FINANCIAL RESPONSIBILITIES

1. **City Code Compliance.** The **CITY** approves the Site Plan conditioned on the **PERMITTEE** developing the Subject Property in accordance with the applicable provisions of City Code**.**

2. **Conformance with Plan**. The Site Plan shall be developed pursuant to the plans consisting of Sheets A1, A2, and A3 prepared by Lampert Architects, dated August 29, 2012, *revised September 4, 2012* and Sheets C0, C1, C2, C3, C4, C5, C6, and C7 prepared by Civil Engineering Site Design dated September 4, 2012, subject to revisions as required by the City Staff Review Letter dated September 28, 2012.

3. **Incorporation of All City Code Requirements**. That the recitals above and the applicable provisions of the City Charter, Subdivision Code, Zoning Code and Public Improvement Code of the **CITY**, as amended to date hereof, are incorporated herein by reference.

4. **State Building Code Compliance**. The structures on the Subject Property shall be constructed in accordance with the requirements of the Building Code.

5. **Fire Lanes.** Fire lanes shall be maintained on the Subject Property. The exact locations of these items on the Subject Property shall be as directed by the Fire Chief or his/her designee. The

PERMITTEE herein agrees to post "No Parking" signs along private streets in accordance with City Code requirements and in conjunction with the instructions of the Fire Chief or his/her designee.

6. **Building Façade.** The **PERMITTEE** agrees to construct the building on the Subject Property in accordance with the site plan and architectural elevations prepared by Lampert Architects dated September 4, 2012, and approved by the City Council on October 23, 2012.

7. **Required Improvements.** The **PERMITTEE** shall construct and install the following site improvements on the Subject Property in accordance with the specifications and location as shown on the Site Plan**.** The Required Improvements are as follows:

   a. Site grading
   b. Private storm sewer and appurtenances.
   c. Private sanitary sewer system
   d. Private watermains and appurtenances
   e. Private trunk and lateral storm drainage facilities
   f. Bituminous driveways, parking lots, and maneuvering areas.
   g. Continuous, B6/12 concrete curbing and gutter around the perimeter of all bituminous surfaces, excluding the bituminous surface parallel to the west boundary of the site.
   h. Installation of Landscaping
   i. Irrigation metering and backflow devices shall be approved as part of the Utility Plan, and installed accordingly.
   j. Irrigation rain sensors shall be installed and appropriately placed throughout the development.
   k. Establishment of turf in areas disturbed during construction and in accordance with the Plat.
   l. Temporary and permanent erosion control

   ("Required Improvements)".

   The **PERMITTEE** agrees to construct the Required Improvements according to the terms and conditions of this agreement and in accordance with **PERMITTEE'S** plans submitted to the **CITY**.

8. **Required Improvements Completion Date**. The Required Improvements shall be completed on or before October 23, 2013.

9. **Required Improvements Financial Guarantee**. In order to ensure the installation of the Required Improvements in accordance with City specifications and in a timely manner, the **PERMITTEE** shall be required to deposit with the **CITY** a cash escrow or letter of credit, approved as to form by the City, in the amount of _____ Dollars and No Cents. (**$**_____.00), which is 150% of the CITY'S estimated cost of the Required Improvements. Prior to the issuance of the building permit, all financial guarantees must be provided as required herein. [NOTE: If the Developer has bids for the required improvements that are proven to be lower than our Engineer's Estimate, the City Engineer will take those bids in consideration for the financial guarantee. Bids may need to be accepted and signed to be used for this purpose.]

   Upon completion of the construction of the Required Improvements, the financial guarantee shall be returned to the **PERMITTEE** as soon as reasonably possible and the **PERMITTEE** shall be required to provide the landscaping maintenance guarantee described in Paragraph 12 of this Development Permit. The determination of completion of the construction of the Required Improvements shall be made by the City Council after consultation with the City Engineer. In the event the **PERMITTEE**

fails to construct and install the Required Improvements as required herein within the timeframe provided for herein, the City Council may order the completion of the Required Improvements with City day labor and/or by letting contracts for said completion and draw upon the escrow for payment. Only the City Council shall have the authority to direct completion of the Required Improvements and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the City and/or its contractors and assigns to enter upon the Site for the purpose of completing the construction and installation of the Required Improvements in the event of the **PERMITTEE'S** default.

10. **Inspection Fees.** The **PERMITTEE** shall be responsible for all inspection costs incurred by the City related to the installation of Required Improvements. The **PERMITTEE** shall make a cash deposit into the appropriate escrow account at the **CITY** and the **CITY** shall have the authority to draw upon these funds for the purpose of compensating for inspection services. The amount of the deposit shall be equal to five percent (5%) of the estimated cost of the Required Improvements, which equates to _____ Dollars and No Cents (_____ X .05 = _____.00_. Upon completion of the Required Improvements to the satisfaction of the **CITY**, any surplus balance remaining in the **CITY'S** escrow account shall be promptly refunded to the **PERMITTEE**.

SECTION II
PERMITS AND OCCUPANCY

11. **Requirements for Building Permits**. No building permit for any lot on the Subject Property shall be issued until: (a) a Class 5 driving surface is installed to within 300 feet of the structure; (b) site plan approval is granted by the **City** and any expense incurred in giving site plan approval has been reimbursed to the **City**; (c) the Building Official has been provided with a copy of the approved site plan, signed by a registered architect or surveyor, showing all dimensions to scale; (d) the **Plat** has been recorded at Anoka County Property Records, (e) a Lower Rum River Watershed Management Organization Permit has been obtained. In addition, the **City** reserves the right to suspend all building activities upon the **City** being notified by an outside agency that the appropriate permit(s) was not obtained from the applicable agency. Approval of the building foundation requires a certificate of elevation signed by a licensed (State of Minnesota), professional land surveyor, verifying that the elevation with the approved grading plan for the Subject Property. Foundation approvals will require a certificate of elevation verifying that the actual elevation is in compliance with the approved grading and drainage plan. The lowest floor elevation shall be at least 2 feet above the 100 year elevation.

    No occupancy permit for any lot in the **Subject Property** shall be issued until: (a) vehicular access to the Subject Property is provided including the installation of at least one layer of bituminous surfacing; (b) all utilities are in place, operational and accepted by the **City**; (c) if slope of less than 2%, a certificate of grading, prepared by a licensed (State of Minnesota), professional land surveyor, must be provided to the **City** documenting that the flattest grade on this lot is 1% or greater.

SECTION IV
LANDSCAPING

12. **Maintenance Guarantee for Landscaping**. It is herein agreed that the **PERMITTEE** shall provide a maintenance guarantee to ensure the survival of the plantings for the Subject Property, in accordance with the Landscape Plan. Said maintenance guarantee shall consist of cash or a letter of credit, approved as to form by the City, in the amount of _____ Dollars

and No Cents **($_____.00)** [# plantings (60 trees, 424 shrubs) x cost/planting ($300/tree, $150/shrub) x 30% average non-survival rate], which shall be in effect for a two-year period commencing on the date of the City's acceptance of said plantings as part of the Required Improvements.

At the end of the two-year period, the maintenance guarantee shall be returned to the **PERMITTEE**. The determination that all plantings that have been planted in accordance with the Site Plan have either survived or have been replaced shall be made by the Community Development Department. In the event the **PERMITTEE** fails to maintain the required plantings for a two-year period, the City Council may order the replacement of plantings with City day labor and/or by letting contracts and draw upon the escrow for payment. Only the City Council shall have the authority to direct replacement of the plantings and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the City and/or its contractors and assigns to enter upon the Site for the purpose of replacing plantings in the event of the **PERMITTEE** default.

SECTION V
GENERAL

13. **Boulevard and Area Restoration**. The **PERMITTEE** shall be responsible for restoring all areas disturbed by the development grading operation in accordance with the approved erosion and sediment control plan. The **PERMITTEE** shall also be responsible for the cost of cleaning any soil, earth or debris from the wetlands within and adjacent to this Site Plan resulting from grading or other construction performed in the development of the land.

14. **Construction Site Maintenance**. The **PERMITTEE** shall adhere to all City ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc.

15. **Estimated Cost**. It is understood and agreed that cost amounts set forth in this Agreement as Required Improvements, unless specified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal charges.

16. **Site Plan Approval Expenses**. The **PERMITTEE** agrees that it will pay to the **CITY** all **CITY** expenses incurred in the approval of the Site Plan, including, but not limited to administration expenses, engineering and legal fees. Said expenses shall be paid within fifteen (15) days of billing by the **City** and outstanding billings shall be paid prior to issuance of the building permit. Any expenses incurred after the release of the building permit shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this contract for payment.

17. **Reimbursement to the City**. The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.

18. **Invalidity of Any Section**. If any portion, section, subsection, sentence, clause, paragraph or phase of this Development Permit is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not effect or void any of the other provisions of this Development Permit.

19. **Proof of Authority**. When the **PERMITTEE** is a corporation, the **CITY** requires proof of authority by the corporation to execute this Development Permit.

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20. **Violation of This Permit**. If the **PERMITTEE** fails to perform any of the terms of this Permit in the manner required by the **City**, the **City** shall be entitled to recover, from the **PERMITTEE** or the issuer of **PERMITTEE** financial guarantee, the full amount of any and all financial guarantees. Breach of any of the terms of this Development Permit by the **PERMITTEE** shall also be grounds for denial of Building Permit or issuance of Certificate of Occupancy.

21. **Agreement Binding On Successors and Assigns**. The **PERMITTEE** agrees that this Development Permit shall be binding upon its successors and assigns.

22. **Impacted Public Improvements**. The Permittee shall promptly return any material to the **CITY** that is required to be removed as a result of the construction of the entrance to the Subject Property (the "Entrance"). The **PERMITTEE** agrees to not damage or destroy any plant, tree, or other landscape material removed for the construction of the Entrance and agrees to restore the irrigation system to working order.

IN WITNESS THEREOF, the parties have hereunto set their hands and seals, this _____ day of _____, 2012.

DRAFT

NORTHGATE CHURCH

By: _____

Its: _____

CITY OF RAMSEY

By: _____

Its: Mayor

ATTEST

By: _____

Its: City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, 2012, before me a Notary Public personally appeared Bob Ramsey and Kurt G. Ulrich, to me personally known, being each by me duly sworn did say that they are respectively the Mayor and City Administrator of the City of Ramsey, the municipal corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said municipal corporation, and the said instrument was signed and sealed on behalf of said municipal corporation by authority of its City Council and said Bob Ramsey and Kurt G. Ulrich acknowledge said instrument to be the free act and deed of said municipal corporation.

_____
Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me this ____ day of _____, 2010, by _____, _____of Northgate Church, a non-profit corporation under the laws of the State of Minnesota, on behalf of the company.

_____
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

REVIEWED BY:

Randall and Goodrich
2140 Fourth Avenue
Anoka, MN

DRAFT

PARKING MEMORANDUM

TO:	CITY COUNCILMEMBERS
FROM:	TIM GLADHILL, DEVELOPMENT SERVICES MANAGER
SUBJECT:	PARKING STANDARDS FOR THE COR
DATE:	OCTOBER 17, 2012
CC:	NONE

On your agenda this evening is a request for Site Plan Approval of Northgate Performing Arts Center. A key component of this review is the construction of adequate parking to serve the needs of the proposed development. A key goal of The COR Design Framework is to attempt to reduce the amount of surface parking to achieve the goal of shared parking and high density/floor area ratios. A reduction in off-street parking can be accomplished by two (2) broad approaches: 1) construction of vertical parking structures or 2) encouragement of use of on-street parking.

As it relates to the current proposal, there are two (2) options to consider: 1) construct the required amount of spaces on-site or 2) secure shared parking easements with adjacent users.

City Code allows users to reduce the amount of aggregate parking required for multiple users when said arrangement is secured through a recordable easement that is recorded with the Anoka County Recorder. This recordable document ensures that the user has the legal ability to use the parking consistent with the agreed terms. The recordable document becomes part of title that is disclosed at any sale of property. The recordable document survives transfer of ownership, default, foreclosure, etc. The recordable document prevents the owner of the adjacent parcel from terminating the agreement.

As it relates to the current proposal, the Applicant has secured written approval from PACT Charter School; however, the agreement does not provide for an easement to be recorded. As the record from the Planning Commission Meeting reflects, Staff responded that none of the agreements with the adjacent users can be used to calculate the minimum number of parking spaces required unless the agreement is recorded as an easement. Staff then focused the analysis via on-site parking.

The Applicant has proposed constructing approximately forty (40) spaces with the initial construction. An additional approximately forty (40) spaces as 'proof-of-parking.' Proof-of-Parking is a concept that the Applicant demonstrates that a certain number of parking spaces could be constructed if parking demand necessitated said construction, but is not immediately constructed. Finally, the Applicant proposes counting adjacent on-street parking stalls to lead to another twenty-five (25) spaces. The Applicant understands that based on the current facts, Phase II is not feasible unless shared parking easements are recorded with adjacent users.

In other areas of the community, the City has approved the use of Proof of Parking to satisfy the needs of required parking. This is true for both for-profit and non-profit entities. For example, assisted living uses have commonly requested to install a portion of the required parking, while showing the remainder as proof of parking. This approach has also been used in the employment districts, when the user has submitted a parking plan that includes an analysis of actual demand based on occupancy.

As a Conditional Use Permit is required for this use, the City has the opportunity to attach reasonable conditions to mitigate concerns raised by the proposed use. In this instance, a potential reasonable

condition of the Permit could be to require the installation of the Proof of Parking Area upon sufficient analysis that the on-street parking adjacent to the use is not adequate to serve the needs of the use.

With the latest amendment to The COR Design Framework, on-street parking spaces cannot be used to calculate the required minimum number of parking spaces. This was not the case in the original Zoning Code for the Ramsey Town Center. The methodology for the change was in response to a loophole that compromised the City's ability to encourage and require parking ramps in the densest portion of the development, The COR-1 Sub-District. Previously, users could use on-street parking to calculate parking needs. There was not previously a minimum number of parking stalls required, only a maximum. The literal interpretation of the code was that any required parking could be satisfied using on-street parking. That compromised the ability to reasonably expect construction of parking ramps. However, as this area is not subject to the Parking Use and Maintenance Agreement (PUMA) and the Development Plan does not indicate any planned parking ramps to serve this use, the City must rely on on-street parking if it continues to desire to encourage reduced off-street parking and high floor area ratios.

In addition, the COR-3 Sub-District requires a minimum Floor Area Ratio (FAR) of 0.25 and a build-to line encompassing 60% of the property line adjacent to rights-of-way. These two (2) provisions make it difficult, if not impossible, to achieve the minimum number of parking spaces without using on-street parking as part of the calculation.

Based on the facts available this evening, the City Council should focus on the proposal as Phase I and review as if there are no shared parking arrangements with adjacent users, since said agreements are not planned to be recorded. What that means for this request is that the City Council needs to make a determination on whether proof of parking is adequate, or the immediate construction of the proof-of-parking area is necessary for the viability of the user.

The Planning Commission has recommended that the City Council allow the use of proof of parking to satisfy parking needs. The Planning Commission felt that the City would have adequate legal channels to require the installation of the proof of parking area if the demonstrated need exceeded the available parking. The agreement could be further strengthened by including the same language in the required Development Agreement, which is also required as part of the Plat request.

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-___

A RESOLUTION GRANTING FINAL PLAT APPROVAL FOR NORTHGATE ADDITION.

WHEREAS, PSD, LLC hereinafter referred to as "Applicant", has properly applied for final plat approval of NORTHGATE ADDITION on the following described property located in the City of Ramsey:

Outlot A, RAMSEY TOWN CENTER 14TH ADDITION, subject to easement of record, Anoka County, Minnesota.

-or upon recording-

Lot 1, Block 1, NORTHGATE ADDITION

(the "Subject Property")

WHEREAS, on September 4, 2012, the City of Ramsey received an application from PSD, LLC for sketch plan review of the proposed minor plat; and

WHEREAS, on October 14th, 2012, the Planning Commission reviewed the minor plat sketch plan and the site plan for the development of Lot 1, Block 1, NORTHGATE ADDITION; and

WHEREAS, on September 4, 2012, the City received application for final plat approval from PSD, LLC; and

WHEREAS, on October 23, 2012, the City Council approved the final plat and site plan.

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

That the Ramsey City Council hereby grants final plat approval to NORTHGATE ADDITION subject to the following conditions:

1. Compliance with City Staff Review Letter dated April 21, 2010.

2. The Applicant entering into a development agreement with the City regarding the platting of the Subject Property.

The motion for the 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 23rd day of October, 2012.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-___

A RESOLUTION ADOPTING FINDINGS OF FACT #____ RELATING TO A REQUEST FROM NORTHGATE CHURCH FOR A SITE PLAN APPOVAL AND CONDITIONAL USE PERMIT TO CONSTRUCT A PERFORMING ARTS CENTER

Northgate Church, hereinafter referred to as "Applicant", properly applied to the City of Ramsey (the "City") for a Site Plan Approval and Conditional Use Permit for the construction of a performing arts center on the property legally described as follows:

Outlot A, Ramsey Town Center, 14th Addition, Anoka County, Minnesota.

(the "Subject Property")

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

1) That the Applicant appeared before the Planning Commission for a public hearing pursuant to Section 117-51 (Conditional Use Permits) of the Ramsey City Code on October 4th, 2012 and that the public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

2) That the Subject Property is approximately 1.32 acres in size and is zoned Mixed Use and is located within the COR3 subdistrict,

3) That Section 117-118 (Town Center District) of the Ramsey City Code allows institutional uses as a conditional use.

4) That the Applicant submitted an application requesting Site Plan Approval and a Conditional Use Permit to construct a performing arts center that will include 504 auditorium seats, two classrooms, nursery and lobby area. This structure is the first of two phases.

5) That the Applicant intends to utilize the auditorium for worship services on Sunday mornings and for youth classes on Wednesday nights. The facility will be available for use by others including area businesses, schools and community groups.

6) That the proposed structure meets Floor Area Ratio (FAR) requirements of the COR3 subdistirct.

7) That the proposed site plan and structure meets COR3 subdistrict setbacks and will meet the required 60% building coverage requirement through the use of an architectural screen wall along the parking lot area on the Sunwood Drive elevation and through landscape screening along the Peridot Street NW elevation.

8) That the proposed auditorium is required to provide a minimum of 101 stalls on site.

9) That that Applicant proposes to provide 43 on-site parking stalls, 40 proof of parking stalls (on-site) and 25 on street parking stalls (along Peridot Street NW and 145th Avenue NW) to fulfill its required parking.

10) That the COR Design Framework states that the City may approve joint parking for one or more businesses where the total number of parking stalls provided for joint use is less than the sum of the total required for each business should provide them separately. *S*hared parking shall be approved only when it's in close proximity (300 foot radius), no conflict in hours and a legally binding instrument for joint use of off-street parking is approved by the City and recorded at the County.

11) That the Applicant proposes proof of parking as a method to save initial site development and construction costs. Northgate intends to share parking through cross-parking agreements with PACT, Allina and NAU and has an effective history shared parking with these users.

12) That the Applicant has not provided the City a legally binding instrument for joint use of off-street parking with any adjacent property owners.

13) That a condition of approval of the Conditional Use Permit, as pertaining to the proof of parking, requires that at such time that parking demand is beyond what is provided on-site and the 25 accepted on-street parking stalls, and extending into additional on-street parking areas beyond 300' radius of the site, such proof of parking shall be installed at the applicants expense.

14) That the proposed building material and overall building design meet the requirements of the COR Design Framework.

15) That the Applicant will be responsible for installation of a sidewalk and streetscaping along Peridot Street NW in accordance with the COR Design Framework.

16) That the proposed use will/will not impose additional costs on the public if it is necessary for the public to take the property by eminent domain in the foreseeable future.

17) That the proposed conditional use will/will not result in adverse effects on the public health, safety and welfare of the residents of the City.

18) That the proposed use will/will not adversely impact traffic in the area.

19) That the proposed use will/will not be dangerous or detrimental to persons residing or working in the vicinity of the use or to the public welfare.

20) That the proposed use will/will not substantially or adversely impair the use, enjoyment or market value of surrounding properties.

21) That the proposed use will/will not be operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and such use will not change the essential character of the area.

22) That the proposed use will/will not create additional requirements at public cost for public facilities and services.

23) That the proposed use will/will not be detrimental to the economic welfare of the community.

24) That the proposed use will/will not be disturbing or hazardous to existing or future neighboring uses.

25) That the proposed use will/will not involve uses, activities, processes, materials and equipment and conditions of operation that may be detrimental to any persons, property or the general welfare, by reason of excessive production of traffic, noise, smoke or glare.

26) That the proposed use will/will not be in accordance with the objectives of the Comprehensive Plan and the intent of Section 117-51 (Conditional Use Permits) of the City Code.

The motion for the 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 23rd day of October, 2012.

Mayor

ATTEST:

_____

City Clerk

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #12-10-___

RESOLUTION APPROVING THE ISSUANCE OF AN CONDITIONAL USE PERMIT FOR CONSTRUCTION OF A PERFORMING ARTS CENTER BASED ON FINDINGS OF FACT #____ AND DECLARING TERMS OF SAME.

WHEREAS, the Ramsey City Council adopted Resolution No. 11-10-____ adopting Findings of Fact #____ for this use and herein approves the Conditional Use Permit subject to the following conditions.

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

On October 4, 2012 a Conditional Use Permit ("Permit") was issued by the City of Ramsey ("City") to Northgate Church. ("Permittee") for construction of a performing arts center to be located on property legally described as follows:

Outlot A, Ramsey Town Center, 14th Addition, Anoka County, Minnesota.

(the "Subject Property")

This Permit is issued pursuant to Section 117-51 (Conditional Use Permits). The conditions of this Permit are as follows:

1. This Permit shall allow the construction of a 15,242 square foot performing arts center.

2. This Permit shall commence on the date of City Council approval.

3. An architectural wall not less than three (3) feet nor greater than four and one-half (4 ½) feet in height shall be installed along the Sunwood Drive elevation to screen the parking and meet the 60% building frontage requirement. Revised site plan and details for this architectural wall shall be submitted and approved prior to the issuance of a development permit.

4. Landscape screening not less than three (3) feet in height shall be installed along the entire west property line extending from the northerly building edge to the northerly property line to provide parking lot screening and a consistent “street presence” of the site along this western edge. Revised site and landscaping plans for this additional landscape screening shall be submitted and approved prior to the issuance of a development permit.

5. Additional two (2) to four (4) foot section of sidewalk must be added (at the Applicant's cost) along Peridot Street NW, in accordance with the COR Design Framework streetscape plans.

6. Colored elevation plans of the proposed trash enclosure shall be submitted and approved prior to the issuance of a development permit.

7. A photometric lighting plan shall be submitted prior to execution of the Development Permit.

8. At such time that parking demand is beyond what is provided on-site and the 25 accepted on-street parking stalls, and extending into additional on-street parking areas beyond 300' radius of the site, designated proof of parking shall be installed at the PERMITTEE'S expense.

9. Future requests for Site Plan approval and/or an amendment to the Conditional Use Permit as related to any proposed site or building expansion shall not be accepted by the City without recordable cross-parking agreements to fulfill required off-street parking requirements.

The motion for the 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 ---.

Northgate Church hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this permit.

By: _____ Its: _____

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

On this _____ day of _____, ____, before me, a Notary Public, personally appeared _____, the _____ of Northgate Church,

to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, ____, before me a Notary Public personally appeared Bob Ramsey and Jo Ann M. Thieling, to me personally known, who, being each by me duly sworn, did say that they are respectively the Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and said Bob Ramsey and Jo Ann M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
The City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

This document reviewed by:
Randall & Goodrich
2140 Fourth Avenue
Anoka, MN 55303

CC Regular Session **7. 3.**

Meeting Date: 10/23/2012

Submitted For: Len Linton **By:** Shane Nelson, Engineering/Public Works

Information

Title:

Receive Bids and Authorize Contract for City Project #12-28 Rum River Hills Storm Sewer Improvements

Background:

The City experienced several significant rainfall events in 2011 which lead to many localized flooding concerns and resident complaints. Throughout that summer and fall staff worked hard at registering and responding to the calls, and evaluating the situations on an individual basis to determine whether quick fixes could be implemented (culvert obstructions, re-ditching, etc.) to alleviate the immediate concerns. This item was discussed at the Public Works Committee on August 15, 2011, and at that time staff summarized the areas of concern that were being investigated based upon citizen complaints received. The summary was presented at the meeting; which outlined the concern identified, actions steps to evaluate the concern, additional investigations that would be necessary to fully understand the situation, and recommendations for specific projects that could be implemented rather quickly and inexpensively. At that time, we classified the issues into three categories: 1. Those that required no further action. They were evaluated and corrected, or did not need correcting because the water was fully contained within a dedicated drainage & utility easement (functioning as designed). 2. Those that required additional investigation and evaluation before deciding on a long term solution, and implementing corrective actions. 3. Those that had an identified recommendation for immediate action. Throughout the winter, areas in the second category were investigated, evaluated and brought forward for approval of plans for corrective actions. The stormsewer modifications at Rum River Hills Golf Course are the latest improvement to be reviewed by the Public Works Committee and authorized for advertisement for bids by the City Council at the September 23rd meeting.

Notification:

As requested by public works subcommittee all residents within 700' have been notified of the pending storm sewer improvement project. Two residents called to discuss the project and the proximity of the work to their property. No residents called to oppose the project. Rum River Hills Golf Course has been a participant throughout the process and has been notified that the bids will be reviewed for award at the October 23rd council meeting.

Observations:

Rum River Hills Golf Club is located east of Trunk Highway 47 at 167th Avenue NW. Several areas were evaluated and summarized in the report. The golf course was platted in the early 1980's, and at that time linear drainage and utility easements were secured on the site to encumber areas where off-site stormwater was routed through the site. Many areas of the site experienced flooding concerns during the summer of 2011, and they were summarized at the May 15, 2012 Public Works Committee Meeting. A motion was made to recommend preparation of plans and specifications for storm drainage improvements at Rum River Hills Golf course. Hakanson Anderson has prepared the plans and specifications and their design was presented to the City Council on September 23, 2012. Four areas were identified as needing improvement, each was discussed in detail along with the proposed improvements. AREA 1 (Pond adjacent to Hole #1) There is a large pond along the west side of hole #1. This pond receives runoff from the area west of TH 47 and discharges through a 12" pipe. This pipe was televised in 2011 and has sags and root intrusions. Stormwater modeling indicates this pipe is undersized for the drainage area. The existing pipe runs through an area between fairways then passes under a tee box and adjacent to and traps and a green before discharging to a ditch. The existing pipe is fairly close to the property line and there are several trees that provide screening for the adjacent properties that would need to be removed. Replacement of the pipe on its current alignment would require extensive restoration and temporary relocation of the tee box. An alternative alignment was selected which will cross the fairway instead of the green and avoid the tee box. This relocation will allow for construction of a surge pond at the downstream end of the pipe which will minimize erosion. This pond will be incorporated as a water feature on the course. The main pond serves as an extended

supply for the course irrigation system. An outlet control structure with a removable weir will be installed to allow regulation of the water level in the pond. The realignment will require removal of several large trees. The existing drainage and utility easement will need to be revised to cover the new pipe. The new outlet pipe will be increased to 18" from the current 12" size. Modeling of the existing system indicates the pond would be above normal water level for almost 4 days for the 100 year event, after installation of the new pipe the pond will be above normal water level for just over 2 days. AREA 2 (Ponds North and West of the Club House) There are ponds northwest and north of the clubhouse. The northwest pond is connected to the north pond by a culvert under the cart path. The cart path is subject to flooding after a 2 inch rain event. The pipe will be replaced with 3 parallel pipes. The cart path will still be subject to flooding after a 4 inch rain event The design process evaluated raising the elevation of the path; however, this could cause water to overflow the pond bank towards the clubhouse. The 2 inch rain event has a probability of once every 5 years, the 4 inch rain has a 10 year probability. Golf course representatives were contacted during the design process and they felt over topping the path during an event larger than the 10 year event would be acceptable. The culvert under the path at the east end of the north pond will be replaced with twin pipes to provide better capacity and reduce the chance of over topping the path. AREA 3 (Area around Holes #15 and #16) There is an existing metal weir across the ditch which provides drainage for the course. The ditch upstream of the weir has silted in and in some places is overgrown with vegetation. The plans propose lowering the weir by 6 inches, removing the decorative rock lining the ditch, lowering the grade of the ditch and replacing the rock. The golf course will be performing work in area 3 to install draintile to address the the saturated soils on the fairway. They will also be stabilizing the pond dug during the summer of 2011. This pond was excavated to provide a drainage way for the saturated soils adjacent to the fairway. AREA 4 (Area around Holes #3 and #17) This area receives drainage from an area north of the golf course. There are a series ponds connected by culverts that are in poor condition that will be replaced. Several of the culverts have shifted to the point where the downstream end is higher than the upstream end, which restricts flow. The connecting ditches will be cleaned and regraded as part of the project. This project was reviewed by the Public Works Committee at the September 18, 2012 meeting. The motion was made to approve moving forward with the project and to bring the plans and specifications to the September 25 council meeting for approval of the plans and specifications and authorization to advertise for bids. The City Council authorized advertisement for bids at the September 25th meeting. The Committee requested that notification be provided to residents within 700 feet of the project. This notification was sent out during the period when the bids are advertised. The engineers estimate for this work is $105,000.

During the bidding process, the estimated cost for the prefabricated planks for the wier manhole was received from the supplier. The cost seemed fairly expensive versus alternatives which would be sufficient, therefore an alternative wier manhole bid was added by addendum. The difference is the plank material and relative water tight sealing of the joints.
Seven bids were received on October 16, 2012. The low bidder for both the base bid and the alternate bid was North Pine Aggregate with a base bid of $107,536.40 and an alternate bid or $98,211.40. The difference is $9,325. The extra cost would be a benefit only to the golf course. We communicated the cost difference to the golf course and they did not feel the added benefit matched the extra cost.

Construction would begin sometime in November with substantial completion this year and final completion in the spring of 2013.

Recommendation:

Staff recommends Council award Project to the low bidder North Pine Aggregate in the amount of $98,211.40 for the Alternate Bid.

Funding Source:

The funding for this project will come from the Stormwater Utility Fund.

Council Action:

Motion to award the alternate bid to the low bidder North Pine Aggregates in the amount of $98,211.40.

Attachments

Bid Tabulation

Form Review

Inbox	Reviewed By	Date
Hakanson Anderson Engineering (Originator)	Shane Nelson	10/18/2012 09:20 AM
Kurt Ulrich	Kurt Ulrich	10/18/2012 11:33 AM

Form Started By: Shane Nelson Started On: 10/16/2012 01:59 PM

Final Approval Date: 10/18/2012

BID TABULATION
CITY OF RAMSEY
Rum River Hills Storm Sewer Replacement

Bids opened 10:00 a.m.., Tuesday, October 16, 2012.
There were 7 bids received, as shown herein.

Base Bid Schedule "A" - Removals and General Construction

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		*North Pine Aggregate, Inc.*		*Dave Perkins Contracting, Inc.*		*Kuechle Underground, Inc.*		*County Line Excavating*		*New Look Contracting, Inc.*	
				UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
1	MOBILIZATION	1	LUMP SUM	$3,500.00	$3,500.00	$3,000.00	$3,000.00	$3,400.00	$3,400.00	$3,500.00	$3,500.00	$5,000.00	$5,000.00
2	CLEARING & GRUBBING (SEE NOTES)	1	LUMP SUM	$4,225.00	$4,225.00	$5,000.00	$5,000.00	$2,800.00	$2,800.00	$4,000.00	$4,000.00	$8,000.00	$8,000.00
3	COMMON EXCAVATION	500	CU YD	$6.65	$3,325.00	$10.00	$5,000.00	$12.00	$6,000.00	$18.00	$9,000.00	$30.00	$15,000.00
4	DITCH CLEAN (ROCK SLOPE DIRT BOTTOM)	550	LIN FT	$5.65	$3,107.50	$8.00	$4,400.00	$6.00	$3,300.00	$14.00	$7,700.00	$15.00	$8,250.00
5	DITCH CLEAN (ROCK BOTTOM)	200	LIN FT	$21.85	$4,370.00	$20.00	$4,000.00	$8.00	$1,600.00	$18.00	$3,600.00	$50.00	$10,000.00
6	DITCH CLEAN (DIRT BOTTOM & SLOPES W/SMALL TREES)	300	LIN FT	$13.90	$4,170.00	$12.00	$3,600.00	$5.00	$1,500.00	$20.00	$6,000.00	$30.00	$9,000.00
7	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	78	LIN FT	$4.50	$351.00	$5.00	$390.00	$2.00	$156.00	$4.00	$312.00	$5.00	$390.00
8	REMOVE BITUMINOUS PAVEMENT	2386	SQ FT	$0.65	$1,550.90	$0.50	$1,193.00	$1.00	$2,386.00	$2.50	$5,965.00	$2.50	$5,965.00
9	REMOVE MANHOLE OR CATCH BASIN	1	EACH	$150.00	$150.00	$550.00	$550.00	$190.00	$190.00	$500.00	$500.00	$275.00	$275.00
10	REMOVE 15" HDPE PIPE	50	LIN FT	$5.75	$287.50	$10.00	$500.00	$5.00	$250.00	$8.00	$400.00	$11.00	$550.00
11	REMOVE 12" HDPE PIPE	430	LIN FT	$6.95	$2,988.50	$10.00	$4,300.00	$5.00	$2,150.00	$8.00	$3,440.00	$11.00	$4,730.00
12	REMOVE 15" CM PIPE	69	LIN FT	$6.75	$465.75	$10.00	$690.00	$5.00	$345.00	$8.00	$552.00	$11.00	$759.00
13	AGGREGATE BASE CLASS 5	65	TON	$31.25	$2,031.25	$28.00	$1,820.00	$31.00	$2,015.00	$25.00	$1,625.00	$30.00	$1,950.00
14	TYPE LV2350B WEARING COURSE MIXTURE	2386	SQ FT	$3.70	$8,828.20	$4.00	$9,544.00	$2.00	$4,772.00	$4.00	$9,544.00	$3.85	$9,186.10
15	SOD (FAIRWAYS)	386	SQ YD	$13.70	$5,288.20	$6.00	$2,316.00	$4.00	$1,544.00	$15.00	$5,790.00	$7.50	$2,895.00
	Total Base Bid Schedule "A"				$44,638.80		$46,303.00		$32,408.00		$61,928.00		$81,950.10

Base Bid Schedule "B" - Storm Sewer

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		*North Pine Aggregate, Inc.*		*Dave Perkins Contracting, Inc.*		*Kuechle Underground, Inc.*		*County Line Excavating*		*New Look Contracting, Inc.*	
				UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
16	F&I 12" METAL APRON	2	EACH	$210.00	$420.00	$200.00	$400.00	$370.00	$740.00	$220.00	$440.00	$325.00	$650.00
17	F&I 12" HDPE PIPE	32	LIN FT	$20.80	$665.60	$23.00	$736.00	$21.00	$672.00	$25.00	$800.00	$31.00	$992.00
18	F&I 15" METAL APRON	6	EACH	$180.00	$1,080.00	$200.00	$1,200.00	$400.00	$2,400.00	$287.00	$1,722.00	$345.00	$2,070.00
19	F&I 15" HDPE PIPE	196	LIN FT	$19.10	$3,743.60	$24.00	$4,704.00	$23.00	$4,508.00	$27.00	$5,292.00	$33.00	$6,468.00
20	F&I 18" METAL APRON	11	EACH	$200.00	$2,200.00	$300.00	$3,300.00	$450.00	$4,950.00	$314.00	$3,454.00	$380.00	$4,180.00
21	F&I 18" HDPE PIPE	1052	LIN FT	$18.95	$19,935.40	$30.00	$31,560.00	$34.00	$35,768.00	$24.00	$25,248.00	$27.00	$28,404.00
22	F&I 24" METAL APRON	12	EACH	$275.00	$3,300.00	$350.00	$4,200.00	$600.00	$7,200.00	$400.00	$4,800.00	$450.00	$5,400.00
23	F&I 24" HDPE PIPE	150	LIN FT	$45.50	$6,825.00	$35.00	$5,250.00	$31.00	$4,650.00	$34.00	$5,100.00	$41.00	$6,150.00
24	F&I 18" RC APRON	1	EACH	$565.00	$565.00	$650.00	$650.00	$790.00	$790.00	$800.00	$800.00	$750.00	$750.00
25	F&I 18" RC PIPE	9	LIN FT	$44.00	$396.00	$50.00	$450.00	$41.00	$369.00	$39.00	$351.00	$40.00	$360.00
26	CONSTRUCT WEIR MANHOLE	1	EACH	$15,075.00	$15,075.00	$13,500.00	$13,500.00	$15,000.00	$15,000.00	$7,800.00	$7,800.00	$13,900.00	$13,900.00
27	CONSTRUCT STORM MANHOLE	1	EACH	$1,710.00	$1,710.00	$3,000.00	$3,000.00	$2,100.00	$2,100.00	$1,900.00	$1,900.00	$1,650.00	$1,650.00
28	ARTICULATED CONCRETE BLOCK MAT	50	SQ YD	$77.25	$3,862.50	$75.00	$3,750.00	$93.00	$4,650.00	$66.00	$3,300.00	$100.00	$5,000.00
29	LOWER METAL DAM OVERFLOW	1	EACH	$400.00	$400.00	$100.00	$100.00	$2,000.00	$2,000.00	$1,500.00	$1,500.00	$1,000.00	$1,000.00
30	SILT FENCE	100	LIN FT	$13.45	$1,345.00	$3.00	$300.00	$3.00	$300.00	$3.00	$300.00	$10.00	$1,000.00
31	SILT CURTAIN	30	LIN FT	$24.15	$724.50	$25.00	$750.00	$15.00	$450.00	$16.00	$480.00	$25.00	$750.00
32	PLUG & FILL ABANDONED PIPE CULVERT	1	EACH	$650.00	$650.00	$150.00	$150.00	$150.00	$150.00	$2,000.00	$2,000.00	$3,500.00	$3,500.00
	Total Base Bid Schedule "B"				$62,897.60		$74,000.00		$86,697.00		$65,287.00		$82,224.00

BID TABULATION
CITY OF RAMSEY
Rum River Hills Storm Sewer Replacement

Alternate Bid Schedule "A" - Removals and General Construction				North Pine Aggregate, Inc.		Dave Perkins Contracting, Inc.		Kuechle Underground, Inc.		County Line Excavating		New Look Contracting, Inc.	
ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
1	MOBILIZATION	1	LUMP SUM	$3,500.00	$3,500.00	$3,000.00	$3,000.00	$3,400.00	$3,400.00	$3,500.00	$3,500.00	$5,000.00	$5,000.00
2	CLEARING & GRUBBING (SEE NOTES)	1	LUMP SUM	$4,225.00	$4,225.00	$5,000.00	$5,000.00	$2,800.00	$2,800.00	$4,000.00	$4,000.00	$8,000.00	$8,000.00
3	COMMON EXCAVATION	500	CU YD	$6.65	$3,325.00	$10.00	$5,000.00	$12.00	$6,000.00	$18.00	$9,000.00	$30.00	$15,000.00
4	DITCH CLEAN (ROCK SLOPE DIRT BOTTOM)	550	LIN FT	$5.65	$3,107.50	$8.00	$4,400.00	$6.00	$3,300.00	$14.00	$7,700.00	$15.00	$8,250.00
5	DITCH CLEAN (ROCK BOTTOM)	200	LIN FT	$21.85	$4,370.00	$20.00	$4,000.00	$8.00	$1,600.00	$18.00	$3,600.00	$50.00	$10,000.00
6	DITCH CLEAN (DIRT BOTTOM & SLOPES W/SMALL TREES)	300	LIN FT	$13.90	$4,170.00	$12.00	$3,600.00	$5.00	$1,500.00	$20.00	$6,000.00	$30.00	$9,000.00
7	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	78	LIN FT	$4.50	$351.00	$5.00	$390.00	$2.00	$156.00	$4.00	$312.00	$5.00	$390.00
8	REMOVE BITUMINOUS PAVEMENT	2386	SQ FT	$0.65	$1,550.90	$0.50	$1,193.00	$1.00	$2,386.00	$2.50	$5,965.00	$2.50	$5,965.00
9	REMOVE MANHOLE OR CATCH BASIN	1	EACH	$150.00	$150.00	$550.00	$550.00	$190.00	$190.00	$500.00	$500.00	$275.00	$275.00
10	REMOVE 15" HDPE PIPE	50	LIN FT	$5.75	$287.50	$10.00	$500.00	$5.00	$250.00	$8.00	$400.00	$11.00	$550.00
11	REMOVE 12" HDPE PIPE	430	LIN FT	$6.95	$2,988.50	$10.00	$4,300.00	$5.00	$2,150.00	$8.00	$3,440.00	$11.00	$4,730.00
12	REMOVE 15" CM PIPE	69	LIN FT	$6.75	$465.75	$10.00	$690.00	$5.00	$345.00	$8.00	$552.00	$11.00	$759.00
13	AGGREGATE BASE CLASS 5	65	TON	$31.25	$2,031.25	$28.00	$1,820.00	$31.00	$2,015.00	$25.00	$1,625.00	$30.00	$1,950.00
14	TYPE LV2350B WEARING COURSE MIXTURE	2386	SQ FT	$3.70	$8,828.20	$4.00	$9,544.00	$2.00	$4,772.00	$4.00	$9,544.00	$3.85	$9,186.10
15	SOD (FAIRWAYS)	386	SQ YD	$13.70	$5,288.20	$6.00	$2,316.00	$4.00	$1,544.00	$15.00	$5,790.00	$7.50	$2,895.00
	Total Altternate Bid Schedule "A"				$44,638.80		$46,303.00		$32,408.00		$61,928.00		$81,950.10

Alternate Bid Schedule "B" - Storm Sewer				North Pine Aggregate, Inc.		Dave Perkins Contracting, Inc.		Kuechle Underground, Inc.		County Line Excavating		New Look Contracting, Inc.	
ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
16	F&I 12" METAL APRON	2	EACH	$210.00	$420.00	$200.00	$400.00	$370.00	$740.00	$220.00	$440.00	$325.00	$650.00
17	F&I 12" HDPE PIPE	32	LIN FT	$20.80	$665.60	$23.00	$736.00	$21.00	$672.00	$25.00	$800.00	$31.00	$992.00
18	F&I 15" METAL APRON	6	EACH	$180.00	$1,080.00	$200.00	$1,200.00	$400.00	$2,400.00	$287.00	$1,722.00	$345.00	$2,070.00
19	F&I 15" HDPE PIPE	196	LIN FT	$19.10	$3,743.60	$24.00	$4,704.00	$23.00	$4,508.00	$27.00	$5,292.00	$33.00	$6,468.00
20	F&I 18" METAL APRON	11	EACH	$200.00	$2,200.00	$300.00	$3,300.00	$450.00	$4,950.00	$314.00	$3,454.00	$380.00	$4,180.00
21	F&I 18" HDPE PIPE	1052	LIN FT	$18.95	$19,935.40	$30.00	$31,560.00	$34.00	$35,768.00	$24.00	$25,248.00	$27.00	$28,404.00
22	F&I 24" METAL APRON	12	EACH	$275.00	$3,300.00	$350.00	$4,200.00	$600.00	$7,200.00	$400.00	$4,800.00	$450.00	$5,400.00
23	F&I 24" HDPE PIPE	150	LIN FT	$45.50	$6,825.00	$35.00	$5,250.00	$31.00	$4,650.00	$34.00	$5,100.00	$41.00	$6,150.00
24	F&I 18" RC APRON	1	EACH	$565.00	$565.00	$650.00	$650.00	$790.00	$790.00	$800.00	$800.00	$750.00	$750.00
25	F&I 18" RC PIPE	9	LIN FT	$44.00	$396.00	$50.00	$450.00	$41.00	$369.00	$39.00	$351.00	$40.00	$360.00
26	~~CONSTRUCT WEIR MANHOLE~~	~~1~~	~~EACH~~	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
27	CONSTRUCT STORM MANHOLE	1	EACH	$1,710.00	$1,710.00	$3,000.00	$3,000.00	$2,100.00	$2,100.00	$1,900.00	$1,900.00	$1,650.00	$1,650.00
28	ARTICULATED CONCRETE BLOCK MAT	50	SQ YD	$77.25	$3,862.50	$75.00	$3,750.00	$93.00	$4,650.00	$66.00	$3,300.00	$100.00	$5,000.00
29	LOWER METAL DAM OVERFLOW	1	EACH	$400.00	$400.00	$100.00	$100.00	$2,000.00	$2,000.00	$1,500.00	$1,500.00	$1,000.00	$1,000.00
30	SILT FENCE	100	LIN FT	$13.45	$1,345.00	$3.00	$300.00	$3.00	$300.00	$3.00	$300.00	$10.00	$1,000.00
31	SILT CURTAIN	30	LIN FT	$24.15	$724.50	$25.00	$750.00	$15.00	$450.00	$16.00	$480.00	$25.00	$750.00
32	PLUG & FILL ABANDONED PIPE CULVERT	1	EACH	$650.00	$650.00	$150.00	$150.00	$150.00	$150.00	$2,000.00	$2,000.00	$3,500.00	$3,500.00
33	CONSTRUCT WEIR MANHOLE WITH REDWOOD PLANKS	1	EACH	$5,750.00	$5,750.00	$5,600.00	$5,600.00	$7,200.00	$7,200.00	$13,600.00	$13,600.00	$10,900.00	$10,900.00
	Total Alternate Bid Schedule "B"				$53,572.60		$66,100.00		$78,897.00		$71,087.00		$79,224.00

SUMMARY OF BIDDING:	North Pine Aggregate, Inc.	Dave Perkins Contracting, Inc.	Kuechle Underground, Inc.	County Line Excavating	New Look Contracting, Inc.
Total Base Bid Schedule A through B	$107,536.40	$120,303.00	$119,105.00	$127,215.00	$164,174.10
Total Alternate Bid Schedule A through B	$98,211.40	$112,403.00	$111,305.00	$133,015.00	$161,174.10

Error in calculation.

BID TABULATION
CITY OF RAMSEY
Rum River Hills Storm Sewer Replacement

Bids opened 10:00 a.m., Tuesday, October 16, 2012.
There were 7 bids received, as shown herein.

Base Bid Schedule "A" - Removals and General Construction

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		*Northdale Construction Co., Inc.* UNIT PRICE	*Northdale Construction Co., Inc.* EXTENSION	*G.F. Jedlicki, Inc.* UNIT PRICE	*G.F. Jedlicki, Inc.* EXTENSION
1	MOBILIZATION	1	LUMP SUM	$7,470.00	$7,470.00	$9,300.00	$9,300.00
2	CLEARING & GRUBBING (SEE NOTES)	1	LUMP SUM	$7,602.00	$7,602.00	$18,550.00	$18,550.00
3	COMMON EXCAVATION	500	CU YD	$10.00	$5,000.00	$34.00	$17,000.00
4	DITCH CLEAN (ROCK SLOPE DIRT BOTTOM)	550	LIN FT	$20.00	$11,000.00	$15.00	$8,250.00
5	DITCH CLEAN (ROCK BOTTOM)	200	LIN FT	$20.00	$4,000.00	$20.00	$4,000.00
6	DITCH CLEAN (DIRT BOTTOM & SLOPES W/SMALL TREES)	300	LIN FT	$20.00	$6,000.00	$25.00	$7,500.00
7	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	78	LIN FT	$5.00	$390.00	$5.00	$390.00
8	REMOVE BITUMINOUS PAVEMENT	2386	SQ FT	$1.00	$2,386.00	$1.00	$2,386.00
9	REMOVE MANHOLE OR CATCH BASIN	1	EACH	$500.00	$500.00	$400.00	$400.00
10	REMOVE 15" HDPE PIPE	50	LIN FT	$10.00	$500.00	$5.00	$250.00
11	REMOVE 12" HDPE PIPE	430	LIN FT	$10.00	$4,300.00	$5.00	$2,150.00
12	REMOVE 15" CM PIPE	69	LIN FT	$10.00	$690.00	$5.00	$345.00
13	AGGREGATE BASE CLASS 5	65	TON	$25.70	$1,670.50	$25.00	$1,625.00
14	TYPE LV2350B WEARING COURSE MIXTURE	2386	SQ FT	$5.44	$12,979.84	$4.00	$9,544.00
15	SOD (FAIRWAYS)	386	SQ YD	$13.60	$5,249.60	$5.00	$1,930.00
	Total Base Bid Schedule "A"				$69,737.94		$83,620.00

Base Bid Schedule "B" - Storm Sewer

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		*Northdale Construction Co., Inc.* UNIT PRICE	*Northdale Construction Co., Inc.* EXTENSION	*G.F. Jedlicki, Inc.* UNIT PRICE	*G.F. Jedlicki, Inc.* EXTENSION
16	F&I 12" METAL APRON	2	EACH	$317.73	$635.46	$500.00	$1,000.00
17	F&I 12" HDPE PIPE	32	LIN FT	$33.82	$1,082.24	$36.00	$1,152.00
18	F&I 15" METAL APRON	6	EACH	$330.63	$1,983.78	$650.00	$3,900.00
19	F&I 15" HDPE PIPE	196	LIN FT	$36.51	$7,155.96	$38.00	$7,448.00
20	F&I 18" METAL APRON	11	EACH	$357.50	$3,932.50	$890.00	$9,790.00
21	F&I 18" HDPE PIPE	1052	LIN FT	$40.34	$42,437.68	$44.00	$46,288.00
22	F&I 24" METAL APRON	12	EACH	$411.25	$4,935.00	$1,300.00	$15,600.00
23	F&I 24" HDPE PIPE	150	LIN FT	$50.99	$7,648.50	$49.00	$7,350.00
24	F&I 18" RC APRON	1	EACH	$603.68	$603.68	$1,500.00	$1,500.00
25	F&I 18" RC PIPE	9	LIN FT	$42.81	$385.29	$49.00	$441.00
26	CONSTRUCT WEIR MANHOLE	1	EACH	$15,975.00	$15,975.00	$18,160.00	$18,160.00
27	CONSTRUCT STORM MANHOLE	1	EACH	$3,220.00	$3,220.00	$3,000.00	$3,000.00
28	ARTICULATED CONCRETE BLOCK MAT	50	SQ YD	$69.45	$3,472.50	$170.00	$8,500.00
29	LOWER METAL DAM OVERFLOW	1	EACH	$500.00	$500.00	$3,200.00	$3,200.00
30	SILT FENCE	100	LIN FT	$13.39	$1,339.00	$2.00	$200.00
31	SILT CURTAIN	30	LIN FT	$23.99	$719.70	$12.00	$360.00
32	PLUG & FILL ABANDONED PIPE CULVERT	1	EACH	$675.00	$675.00	$1,000.00	$1,000.00
	Total Base Bid Schedule "B"				$96,701.29		$128,889.00

BID TABULATION
CITY OF RAMSEY
Rum River Hills Storm Sewer Replacement

Alternate Bid Schedule "A" - Removals and General Construction				*Northdale Construction Co., Inc.*		*G.F. Jedlicki, Inc.*	
ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
1	MOBILIZATION	1	LUMP SUM	$7,470.00	$7,470.00	$9,300.00	$9,300.00
2	CLEARING & GRUBBING (SEE NOTES)	1	LUMP SUM	$7,602.00	$7,602.00	$18,550.00	$18,550.00
3	COMMON EXCAVATION	500	CU YD	$10.00	$5,000.00	$34.00	$17,000.00
4	DITCH CLEAN (ROCK SLOPE DIRT BOTTOM)	550	LIN FT	$20.00	$11,000.00	$15.00	$8,250.00
5	DITCH CLEAN (ROCK BOTTOM)	200	LIN FT	$20.00	$4,000.00	$20.00	$4,000.00
6	DITCH CLEAN (DIRT BOTTOM & SLOPES W/SMALL TREES)	300	LIN FT	$20.00	$6,000.00	$25.00	$7,500.00
7	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	78	LIN FT	$5.00	$390.00	$5.00	$390.00
8	REMOVE BITUMINOUS PAVEMENT	2386	SQ FT	$1.00	$2,386.00	$1.00	$2,386.00
9	REMOVE MANHOLE OR CATCH BASIN	1	EACH	$500.00	$500.00	$400.00	$400.00
10	REMOVE 15" HDPE PIPE	50	LIN FT	$10.00	$500.00	$5.00	$250.00
11	REMOVE 12" HDPE PIPE	430	LIN FT	$10.00	$4,300.00	$5.00	$2,150.00
12	REMOVE 15" CM PIPE	69	LIN FT	$10.00	$690.00	$5.00	$345.00
13	AGGREGATE BASE CLASS 5	65	TON	$25.70	$1,670.50	$25.00	$1,625.00
14	TYPE LV2350B WEARING COURSE MIXTURE	2386	SQ FT	$5.44	$12,979.84	$4.00	$9,544.00
15	SOD (FAIRWAYS)	386	SQ YD	$13.60	$5,249.60	$5.00	$1,930.00
	Total Altternate Bid Schedule "A"				$69,737.94		$83,620.00

Alternate Bid Schedule "B" - Storm Sewer				*Northdale Construction Co., Inc.*		*G.F. Jedlicki, Inc.*	
ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
16	F&I 12" METAL APRON	2	EACH	$317.73	$635.46	$500.00	$1,000.00
17	F&I 12" HDPE PIPE	32	LIN FT	$33.82	$1,082.24	$36.00	$1,152.00
18	F&I 15" METAL APRON	6	EACH	$330.63	$1,983.78	$650.00	$3,900.00
19	F&I 15" HDPE PIPE	196	LIN FT	$36.51	$7,155.96	$38.00	$7,448.00
20	F&I 18" METAL APRON	11	EACH	$357.50	$3,932.50	$890.00	$9,790.00
21	F&I 18" HDPE PIPE	1052	LIN FT	$40.34	$42,437.68	$44.00	$46,288.00
22	F&I 24" METAL APRON	12	EACH	$411.25	$4,935.00	$1,300.00	$15,600.00
23	F&I 24" HDPE PIPE	150	LIN FT	$50.99	$7,648.50	$49.00	$7,350.00
24	F&I 18" RC APRON	1	EACH	$603.68	$603.68	$1,500.00	$1,500.00
25	F&I 18" RC PIPE	9	LIN FT	$42.81	$385.29	$49.00	$441.00
26	~~CONSTRUCT WEIR MANHOLE~~	~~1~~	~~EACH~~	$0.00	$0.00	$0.00	$0.00
27	CONSTRUCT STORM MANHOLE	1	EACH	$3,220.00	$3,220.00	$3,000.00	$3,000.00
28	ARTICULATED CONCRETE BLOCK MAT	50	SQ YD	$69.45	$3,472.50	$170.00	$8,500.00
29	LOWER METAL DAM OVERFLOW	1	EACH	$500.00	$500.00	$3,200.00	$3,200.00
30	SILT FENCE	100	LIN FT	$13.39	$1,339.00	$2.00	$200.00
31	SILT CURTAIN	30	LIN FT	$23.99	$719.70	$12.00	$360.00
32	PLUG & FILL ABANDONED PIPE CULVERT	1	EACH	$675.00	$675.00	$1,000.00	$1,000.00
33	CONSTRUCT WEIR MANHOLE WITH REDWOOD PLANKS	1	EACH	$5,762.50	$5,762.50	$10,000.00	$10,000.00
	Total Alternate Bid Schedule "B"				$86,488.79		$120,729.00

SUMMARY OF BIDDING:	*Northdale Construction Co., Inc.*	*G.F. Jedlicki, Inc.*
Total Base Bid Schedule A through B	$166,439.23	$212,509.00
Total Alternate Bid Schedule A through B	$156,226.73	$204,349.00

Error in calculation.

CC Regular Session **7. 4.**

Meeting Date: 10/23/2012

By: Shane Nelson, Engineering/Public Works

Information

Title:

Sunwood Drive Project - Consider Change Order #4

Background:

The City Council previously approved the construction contract for City Project 12-20. This Change Order is associated with drainage, storm sewer, irrigation, and construction signage. The 146th Storm Sewer item is related to the drainage along the west side of Armstrong Blvd. The original drainage plan contemplated a ditch on the west side at a sufficient depth to carry the drainage. However, during construction the drainfield for the property at 8019 146th Ave (Diversified Paving) was encountered. Also, there are several large utility cabinets that are within a private easement at the NW corner of Armstrong Blvd and 146th Avenue. Because of these two constraints, a ditch cannot be constructed per the original design and the design engineer has proposed an alternate solution. The Draintile Swale item is related to the drainage at 14700 Armstrong Blvd (Billmark Electric). The grade at the intersection of Armstrong Blvd and 147th Avenue was raised approximately 8 feet, and there is currently a 4:1 slope from the edge of the road to the existing ground that surrounds the parking lot for Billmark Electric. Whatever drainage system was existing before construction was covered with fill to provide the slope. The drain tile was proposed as a solution to this drainage problem by the design engineer. The Irrigation Service is related to the new irrigation system on Sunwood Drive. The original plans contemplated connecting to the existing 2" main irrigation lines on the east end of the project. City staff has informed us that the proposed design would not work, as the water supply from the east is coming all of the way from Ramsey Blvd, and a new 4" water supply was required on the west end of Sunwood Drive. The Additional Construction Signage is related to the advance warning "Road Closed" signs. Before the project began, large signs were installed on Highway 10 and Armstrong Blvd with the message "CR 83 Road Closed" and "Follow Detour". The plans did not call for a different message after the roadway was opened, and the signs could not be removed as they are required to warn motorists that they are entering a construction zone. The Irrigation Box change order item was requested by City Staff. The plans contemplated salvaging and re-using the existing irrigation box. However, the existing irrigation box is damaged and does not appear suitable for re-use. This change order item would replace the old damaged irrigation box with a new irrigation box. The Additional Pipe Removal item was requested by the Development Manager. The pipe is in the area of the COR TWO retail area, and was a stub for future development that will never be utilized given the new development plans. The storm sewer stub was in the vicinity of the building pad location for Lot 3, Block 1, COR TWO.

Notification:

The owner of the property at 8019 146th Avenue was notified that another tree would be lost and his large boulder would be moved if the Change Order item is approved.

The owner of the property at 14700 Armstrong Blvd was notified that the City is working on a solution to his drainage concern.

Observations:

The two drainage issues need to be resolved to adequately provide drainage for this project. However, the work has not been completed to date and the City could choose not to approve these Change Order items and complete them under a different contract. The City is currently in negotiations to purchase one of the subject properties, at which time the drainfield could be removed and an open ditch constructed to convey the stormwater. The proposed solution with the storm sewer is likely a temporary improvement.

The irrigation service is required to provide adequate water supply to the west end of Sunwood Drive. The City previously had a 4" irrigation service on the west end with the old alignment, and the pressure was adequate, but that supply was lost with the re-alignment of Sunwood Drive. Recently (in 2012) the valve for the existing service on the west end has been inoperable due to the vertical alignment of the valve box and has been stuck in the off position. Therefore the City has firsthand knowledge that pressure is inadequate when the supply is coming all of the way from Ramsey Blvd. Conversely, the pressure was adequate when a western supply was available. This change order item is to compensate the Contractor for work already completed, as a decision was necessary to facilitate construction of the sidewalk.

The Additional Construction Signage is also to compensate the Contractor for work already performed. Before the project began, large signs were placed on Highway 10 and Armstrong Blvd with the message "CR 83 Road Closed" and "Follow Detour". The plans did not call for a different message after the roadway was opened, and the signs could not be removed as they were warning motorists that they are entering a construction zone. We requested that the Contractor replace the "Road Closed" message with "Road Work" and blank out the "Follow Detour" message.

The Irrigation Box item work has not been completed and the City could choose not to approve this change order item. If this change order item is not approved, the existing irrigation box will be moved to the new location.

The Additional Pipe Removal item is an item that compensates the Contractor for work already completed. This pipe was removed in the COR TWO retail area, and was a storm sewer stub that was not planned to be utilized, therefore the Development Manager directed the Contractor to remove the pipe.

Recommendation:

We recommend that the City approve Change Order #4 in the amount of $22,645.79.

Funding Source:

The funding package has previously been identified. The funding source for any overages from the original budget is the Equipment Revolving Fund. Staff has prepared a separate City Council Work Session case to review the overall funding for the project and the expenditures to date.

Council Action:

Motion to approve Change Order #4 in the amount of $22,645.79

Attachments

Change Order Number 4

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 04:21 PM
Hakanson Anderson Engineering (Originator)	Shane Nelson	10/18/2012 04:29 PM
Kurt Ulrich	Jo Thieling	10/18/2012 04:41 PM
Form Started By: Shane Nelson		Started On: 10/15/2012 09:35 AM

Final Approval Date: 10/18/2012

NORTH PINE AGGREGATE INC.
14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

To:	City Of Ramsey	**Contact:**	
Address:	7550 Sunwood Drive NW	**Phone:**	(763) 427-1410
	Ramsey, MN 55303	**Fax:**	(763) 427-5543
Project Name:	CSAH 83 & 147th Ave Change Order #4 REV A	**Bid Number:**	12-047
Project Location:	Existing Sunwood Drive & Access Drive, Ramsey, MN	**Bid Date:**	10/17/2012

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
B. 146th Storm Sewer					
1	Clearing (Tree)	1.00	EACH	$79.00	$79.00
2	Grubbing (Tree)	1.00	EACH	$26.50	$26.50
3	15" HDPE Pipe (Int. Of 146th & Armstrong)	230.00	LF	$23.25	$5,347.50
4	15" HDPE Apron	2.00	EACH	$315.00	$630.00
5	Drainage Structure Design H	4.40	LF	$285.00	$1,254.00
6	A-7D Casting	1.00	EACH	$800.00	$800.00
7	Category 3 Blanket	12.00	SY	$0.90	$10.80
8	Seed 240	0.20	LB	$0.65	$0.13
9	Fertilizer Type 3	1.00	LB	$0.58	$0.58
10	Relocate Boulder	1.00	EACH	$125.00	$125.00
	Total Price for above B. 146th Storm Sewer Items:				**$8,273.51**
C. Draintile Swale					
1	Geotextile Filter Fabric (Trench Lining)	120.00	SY	$2.40	$288.00
2	Filter Rock	30.00	CY	$50.00	$1,500.00
3	4" Perf PE Pipe Drain With Sock	180.00	LF	$9.85	$1,773.00
4	4" Concrete Headwall	1.00	EACH	$220.00	$220.00
	Total Price for above C. Draintile Swale Items:				**$3,781.00**
D. Irrigation Service					
1	Irrigation Service	1.00	LS	$6,275.28	$6,275.28
2	Dewatering For Irrigation Service (If Needed)	1.00	LS	$1,750.00	$1,750.00
	Total Price for above D. Irrigation Service Items:				**$8,025.28**
E. Additional Construction Signage					
1	Change Construction Signs From "Road Closed" To "Road Work"	1.00	LS	$715.00	$715.00
	Total Price for above E. Additional Construction Signage Items:				**$715.00**
F. Irrigation Box					
1	New Irrigation Box (Sunwood Dr)	1.00	LS	$825.00	$825.00
	Total Price for above F. Irrigation Box Items:				**$825.00**
G. Additional Pipe Removal					
1	Remvoe 24" RCP (North Stub Out Of STMH 900)	57.00	LF	$18.00	$1,026.00
	Total Price for above G. Additional Pipe Removal Items:				**$1,026.00**

Total Bid Price: $22,645.79

NORTH PINE
AGGREGATE INC.
14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

To:	City Of Ramsey	**Contact:**	
Address:	7550 Sunwood Drive NW	**Phone:**	(763) 427-1410
	Ramsey, MN 55303	**Fax:**	(763) 427-5543
Project Name:	CSAH 83 & 147th Ave Change Order #4 REV A	**Bid Number:**	12-047
Project Location:	Existing Sunwood Drive & Access Drive, Ramsey, MN	**Bid Date:**	10/17/2012

Notes:

- Price does not include: Clearing & Grubbing; Site Surveying; Soil Testing; Gravel or Bituminous; Building or Structure Demolition; Hidden or Buried Debris; Hazardous Materials Removal; Dewatering; Import and/or Export of Dirt; Site Utilities other than those listed above; Moving of Small Utilities; Any Subsoil Corrections or Trench Borrow; Traffic Control;
- Pricing is based on the engineer(s) plans dated: Change Order #3 dated 9/14/12, shts 4AR, 22AR,25AR,26AR,34AR,2BR,4BR
- Proposal is valid for a period of 30 days from date of proposal.
- Any delays due to incomplete surveying or improper surveying could result in additional charges.
- Price does not include lowering/moving small utilities. If there are utilities not properly represented on plans, price is subject to change.
- All grading needs to be verified by civil engineer as grading is completed.

Payment Terms:

Net due upon receipt of billing. A 1.5% per month service charge will be assessed on unpaid balance.

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. **Buyer:** _____ **Signature:** _____ **Date of Acceptance:** _____	**CONFIRMED:** **North Pine Aggregate, Inc.** **Authorized Signature:** _____ **Estimator:** Keith Herman

Toll Free: 877-990-9005 E-mail: info@geyersignal.com
4205 Roosevelt Road, St. Cloud, MN 56301 (320) 253-9005 FAX: (320) 654-6884

October 15th, 2012

Traffic Control ***ADDITIONAL SIGNING***
SAP 199-020-010, 104-010 & CP 12-20, QUEST PROJ# 2080383
ARMSTRONG BLVD & 147 AVE/SUNWOOD DRIVE,
WSB PROJ# 1973-010, LANDFORM PROJ# RAM 12019,
CITY OF RAMSEY
NORTH PINE AG

Item#

Change special signs 3 ea x 150.00 = 450.00

Mob & labor to change other signing = 200.00

Total 650.00

PLEASE FORWARD THESE QUANTITIES TO THE ENGINEER FOR PAYMENT.

Kevin Kissner Cell (320) 250-9010 Email: kevin@geyersignal.com

83
ROAD
CLOSED
Sunwood Dr
TO
Bunker LK BLVD
FOLLOW DETOUR
Each
Change to
WORK
Remove

Keith Herman

From: mitch <mitch@gnlandscapes.com>
Sent: Wednesday, October 17, 2012 1:03 PM
To: Keith Herman
Subject: RE: CSAH 83 Ramsey

Keith, yes that price of 750 dollars is correct.

Sent from my Samsung Epic™ 4G Touch

Keith Herman <keith@npainc.net> wrote:

Mitch,

Per our conversation on the telephone regarding a new Irrigation Service Box, please respond to this email to confirm your price of $750.00.

I talked to Brent Jensen our superintendent & he stated that we ran some conduit in the area of the new Irrigation Service location this morning in preparation of sidewalks being poured. Please give him a call to verify that everything is in place before sidewalk work continues, 612-770-6681. Thanks.

North Pine Aggregate Inc.
Excavating Contractors

Keith Herman

14551 Lake Drive NE

Forest Lake, MN 55025

Office: 651-464-6802

Fax: 651-464-8456

Cell: 612-290-0157

http://www.npainc.net

CC Regular Session **7. 5.**

Meeting Date: 10/23/2012

By: Darren Lazan, Housing & Redevelopment Authority

Information

Title:

Consider Change Order #5 - Sunwood Drive (Sunwood Retail Improvements)

Background:

At a previous meeting of the HRA, direction was provided to proceed with an alternative development scenario for the Sunwood Retail area. This can be generally described as the HRA taking a role in funding and completing certain hard and soft cost items associated with the improvements necessary to close on pending land sales.

The HRA approved the soft costs associated with this effort, and directed staff and the development team to outline and present the hard costs at a future meeting.

The current contract for the realignment of Sunwood Drive is active, and the contractor is on-site. There are portions of the proposed Sunwood Retail project that will include public sewer and water improvements that are proposed in the project area. The current Sunwood Drive contractor is familiar with the project, and provided stubs for these improvements under the current contract.

Notification:

Observations:

The council is allowed, under current bididng laws, to add-on to an existing contract for items less than $100,000. The proposed work on public watermain, public sanitary sewer, and the common stormwater mains (exclusive of the infiltration facilities) have been presented to the current contractor for pricing as Change Order #5 and that price has been returned under the $100,000 limit.

If approved as a change order, construction of these deep utilities will be able to commence almost immediately, and be available for connection by Lots 4 and 5 as per the HRA agreement with those buyers. Obligations to construct the surface site improvements could then be transferred to the end users and deducted from, or escrowed from, proceeds of closing.

This scenario would allow SuperAmerica to proceed this fall as planned.

Recommendation:

The COR development team recommends the City Council consider the proposed Change Order to the Sunwood Drive project, and based on discussion provide direction as to proceeding with those improvements.

Funding Source:

Funding for these improvements could be considered from two sources:
In exchange for the fill materials extracted from HRA property for the Sunwood Drive portion of the city project, the city was to provide and place additional material on the Sunwood Retail area, setting those pads up for future development. As Armstrong Boulevard plans were developed, it was apparent that considerably more fill would be necessary for that portion of the project, and the HRA agreed to allow additional material to be removed form Lake Ramsey for that effort. If the city council decided that the effort outlined in Change Order #5 was roughly equal to the material provided for Armstrong Boulevard those costs could be used to offset the material costs and reconcile

those efforts. When the initial budget was set and approved, the former city engineer erred in the summary of the work and counted the $200,000 effort to fill and grade the Sunwood retail area twice, once in the bid from the contractor, and once again in a separate line item. As a result, the project costs were overstated, and additional funding under the approved budget is available to fund Change Order #5. The overall budget for the Sunwood project is being reviewed by the Council at work session.

Alternatively, because the items included in Change Order #5 are currently budgeted in the pro-forma for the HRA project, the improvements could be funded with HRA fund balances and refunded with land sale proceeds for the first closing on lots 3-5. Staff has concerns in regard to over-extending the future land proceeds obligation unless sales proceeds are received prior to construction.

Council Action:

Approve Change Order #5 and direct staff to work with the contractor to make the improvements as outlined.

Direct staff to adjust the project/HRA budgets as necessary, based on council direction.

Attachments

Change Order #5
COR TWO Initial Improvements

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 04:44 PM

Form Started By: Darren Lazan Started On: 10/18/2012 12:58 PM

Final Approval Date: 10/18/2012

NORTH PINE AGGREGATE INC.
14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

To:	City Of Ramsey	**Contact:**	Shane Nelson
Address:	7550 Sunwood Drive NW	**Phone:**	(763) 427-1410
	Ramsey, MN 55303	**Fax:**	(763) 427-5543
Project Name:	CSAH 83 & 147th (Change Order 5)	**Bid Number:**	12-093
Project Location:	COR 2, Ramsey, MN	**Bid Date:**	10/17/2012

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	Mobilization	1.00	LS	$3,500.00	$3,500.00
2	Remove Existing Sanitary Sewer Stub	9.00	LF	$9.00	$81.00
3	Dewatering	1.00	LS	$8,800.00	$8,800.00
4	12" RC Pipe Storm Design CL IV	160.00	LF	$28.15	$4,504.00
5	15" RC Pipe Storm Design CL IV	31.00	LF	$30.10	$933.10
6	18" RC Pipe Storm Design CL IV	194.00	LF	$30.95	$6,004.30
7	21" RC Pipe Strom Design CL IV	156.00	LF	$33.25	$5,187.00
8	10" PVC Storm	53.00	LF	$26.65	$1,412.45
9	Storm Sewer Bulkhead	3.00	EACH	$675.00	$2,025.00
10	Connect To Existing Sanitary Sewer	1.00	EACH	$660.00	$660.00
11	Connect To Existing Storm Sewer	2.00	EACH	$1,505.00	$3,010.00
12	8" PVC Pipe Sewer	248.00	LF	$28.75	$7,130.00
13	6" PVC Pipe Sewer	68.00	LF	$26.75	$1,819.00
14	Connect To Existing Watermain	2.00	EACH	$895.00	$1,790.00
15	Install Plug	2.00	EACH	$260.00	$520.00
16	8" Gate Valve	3.00	EACH	$2,265.00	$6,795.00
17	8" DIP Watermain Class 52	429.00	LF	$43.65	$18,725.85
18	DIP Fittings	380.00	LB	$6.35	$2,413.00
19	8" PVC Pipe Plug (Sanitary)	2.00	EACH	$195.00	$390.00
20	10" PVC Pipe Plug (Storm)	1.00	EACH	$235.00	$235.00
21	Const Drainage Structure Type 2x3 Box	1.00	EACH	$1,450.00	$1,450.00
22	Const Drainage Structure Special (Nyoplast Inlet)	1.00	EACH	$785.00	$785.00
23	Const Drainage Structure Type F	1.00	EACH	$1,150.00	$1,150.00
24	Const Drainage Structure Design 48-4020	3.00	EACH	$1,225.00	$3,675.00
25	Furnish & Install Casting Assembly (Storm Sewer)	7.00	EACH	$615.00	$4,305.00
26	Furnish & Install Casting Assembly (Sanitary Sewer)	3.00	EACH	$415.00	$1,245.00
27	48" Sanitary Manhole	3.00	EACH	$2,550.00	$7,650.00
28	48" Excess Depth Manhole	7.20	LF	$405.00	$2,916.00
29	Storm Drain Inlet Protection	6.00	EACH	$140.00	$840.00

Total Bid Price: $99,950.70

Notes:

- Addenda Acknowledged: None
- Price does not include: Clearing & Grubbing; Site Surveying; Soil Testing; Gravel or Bituminous; Concrete Curb & Gutter;Sidewalks, Landscaping, Lighting, Building or Structure Demolition; Hidden or Buried Debris; Hazardous Materials Removal; Street Sweeping; Import and/or Export of Dirt; Site Utilities other than those listed above; Permits; Moving of Small Utilities; Any Subsoil Corrections or Trench Borrow; Traffic Control; Seed & Mulch; Silt Fence; Outside Drops
- Pricing is based on the engineer(s) plans dated:
- Proposal is valid for a period of 30 days from date of proposal.

NORTH PINE
AGGREGATE INC.
14551 Lake Drive | Forest Lake, MN 55025 | 651.464.6802

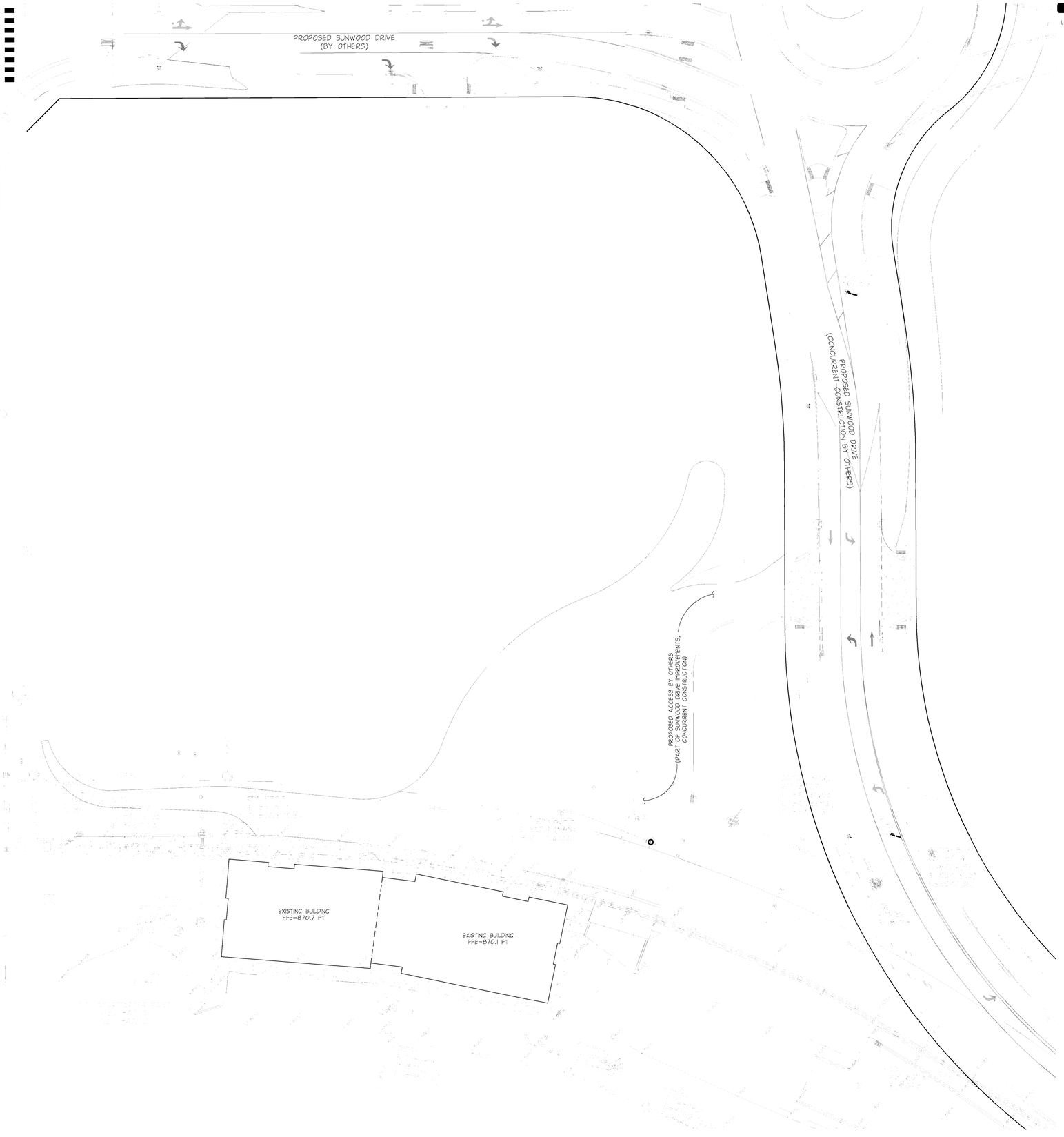
To:	City Of Ramsey	**Contact:**	Shane Nelson
Address:	7550 Sunwood Drive NW	**Phone:**	(763) 427-1410
	Ramsey, MN 55303	**Fax:**	(763) 427-5543
Project Name:	CSAH 83 & 147th (Change Order 5)	**Bid Number:**	12-093
Project Location:	COR 2, Ramsey, MN	**Bid Date:**	10/17/2012

- This proposal assumes an average topsoil depth of 1.0 foot.
- Any delays due to incomplete surveying or improper surveying could result in additional charges.
- Price does not include lowering/moving small utilities. If there are utilities not properly represented on plans, price is subject to change.
- All grading needs to be verified by civil engineer as grading is completed. North Pine Aggregate is not responsible for anything not to grade after utilities are installed.

Payment Terms:

Net due upon receipt of billing. A 1.5% per month service charge will be assessed on unpaid balance.

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. **Buyer:** _____ **Signature:** _____ **Date of Acceptance:** _____	**CONFIRMED:** **North Pine Aggregate, Inc.** **Authorized Signature:** _____ **Estimator:** Keith Herman



EXISTING CONDITIONS

1. BACKGROUND INFORMATION SHOWN IS FROM SURVEY BY LANDFORM, MINNEAPOLIS, MN, EXPRESSLY FOR THIS PROJECT; CITY OF RAMSEY, MN RECORD DRAWINGS; AND UTILITY SERVICE PROVIDERS. LANDFORM OFFERS NO WARRANTY, EXPRESSED OR WRITTEN, FOR INFORMATION PROVIDED BY OTHERS. EXISTING PROJECT CONDITIONS SHALL BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION. ERRORS, INCONSISTENCIES, OR OMISSIONS DISCOVERED SHALL BE REPORTED TO THE ENGINEER.

DEVELOPER

RAMSEY HRA
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
TEL (763) 427-1410 - FAX (763) 427-5543

MUNICIPALITY

City of RAMSEY

PROJECT

SUNWOOD RETAIL
COR TWO
RAMSEY, MINNESOTA

SHEET INDEX

SHEET	TITLE
C0.1	CVIL TITLE SHEET
C1.1	EXISTING CONDITIONS
C2.1	PRELIMINARY SITE PLAN
C3.1	GRADING, DRAINAGE, PAVING & EROSION CONTROL
C4.1	UTILITIES

REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	REVISION	REVIEW
09 JUL 2012	PRELIMINARY SITE PLAN SUBMITTAL	CWC
25 JUL 2012	PRELIMINARY SITE PLAN SUBMITTAL	CWC
7 SEP 2012	WATERSHED SUBMITTAL	SES

PROJECT MANAGER REVIEW

BY SES DATE 09.07.2012

CERTIFICATION

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE, THIS SHEET HAS BEEN REPRODUCED BEYOND INTENDED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEERS TO REQUEST ADDITIONAL DOCUMENTS.

WATERSHED SUBMITTAL
SEPTEMBER 7, 2012

F O R M
From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070
Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

FILE NAME C101RAM025.DWG

PROJECT NO. RAM12025

EXISTING CONDITIONS

C1.1

811 Know what's Below. Call before you dig.

NORTH

0 30 60

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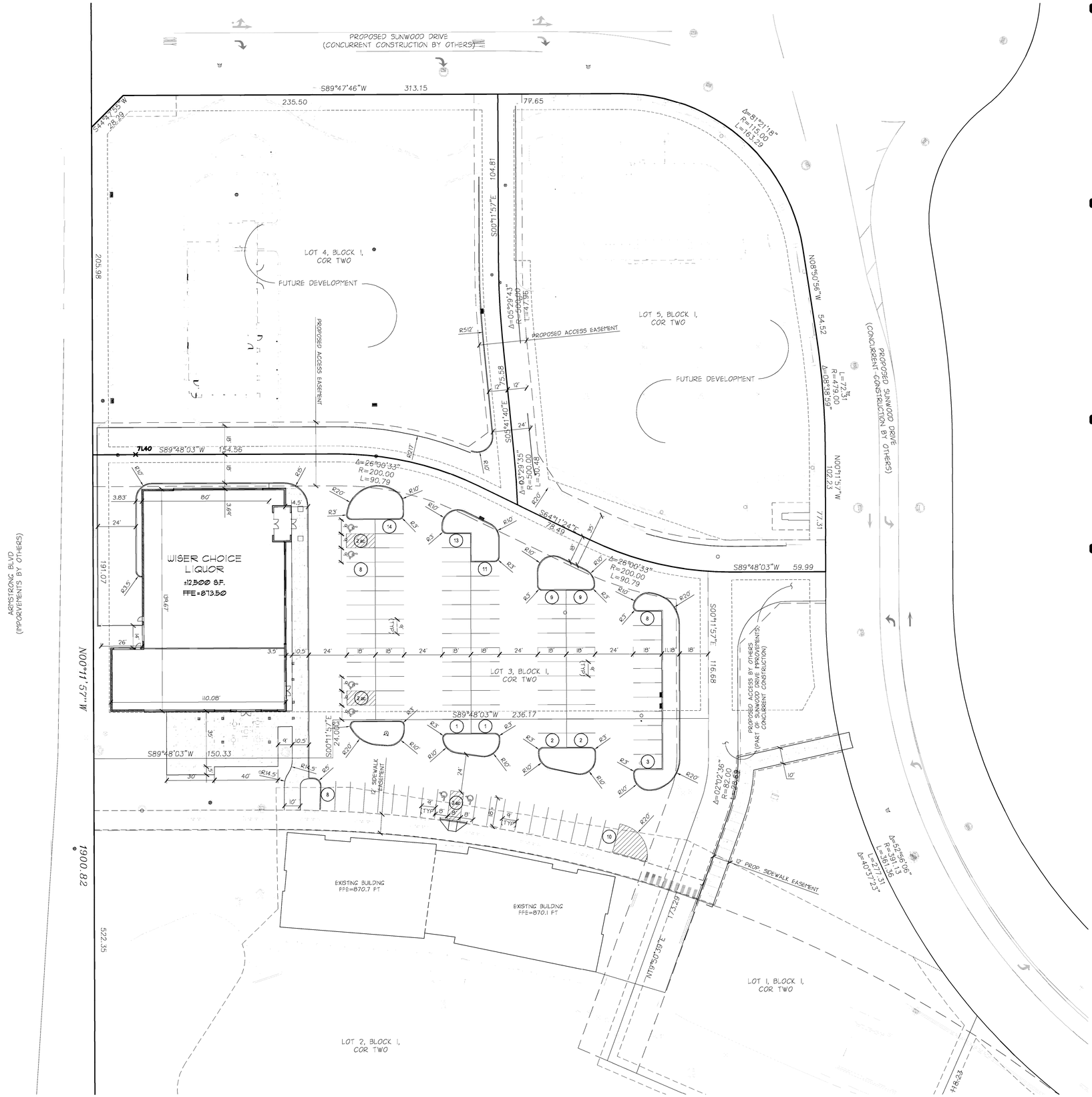

SITE PLAN NOTES

1. OBTAIN ALL NECESSARY PERMITS FOR CONSTRUCTION WITHIN, OR USE OF, PUBLIC RIGHT-OF-WAY.
2. THE DIGITAL FILE, WHICH CAN BE OBTAINED FROM THE ENGINEER, SHALL BE USED FOR STAKING. DISCREPANCIES BETWEEN THE DRAWINGS AND THE DIGITAL FILE SHALL BE REPORTED TO THE ENGINEER. THE BUILDING FOOTPRINT, AS SHOWN ON THESE DRAWINGS, AND THE DIGITAL FILE, SHALL BE COMPARED TO THE STRUCTURAL DRAWINGS PRIOR TO STAKING.
3. BUILDING LAYOUT ANGLES ARE PARALLEL WITH OR PERPENDICULAR TO THE PROPERTY LINE AT THE LOCATION INDICATED.
4. DIMENSIONS SHOWN ARE TO FACE OF CURB AND EXTERIOR FACE OF BUILDING UNLESS NOTED OTHERWISE.
5. DELINEATE PARKING STALLS WITH A 4-INCH WIDE WHITE/YELLOW PAINTED STRIPE. DELINEATE ACCESS AISLES WITH 4-INCH WIDE WHITE/YELLOW PAINTED STRIPES 18 INCHES ON CENTER AND AT 45 DEGREE ANGLE TO DIRECTION OF TRAVEL.
6. TRASH/RECYCLING AREAS: SEE ARCHITECTURAL DRAWINGS.

GREEN SPACE (LANDSCAPE AREA)

PARKING SUMMARY

PROVIDED ADDITIONAL PARKING LOT 1:

ADDITIONAL STANDARD STALLS (9x18)	27 EA.
ADDITIONAL ACCESSIBLE STALLS (8x18)	2 EA.
TOTAL ADDITIONAL PARKING STALLS PROVIDED	29 EA.

REQUIRED PARKING LOT 3:

ONE STALL PER 200 SF OF BULDING
13,570 SF TOTAL
13,570 SF/200 = 68 STALLS

TOTAL PARKING STALLS REQUIRED	51 EA.

PROVIDED PARKING LOT 3:

STANDARD STALLS	(9x18)	72 EA.
ACCESSIBLE STALLS	(8x18)	4 EA.
TOTAL PARKING STALLS PROVIDED		76 EA.

AREA SUMMARY

EXISTING LOT 3:

PERVIOUS	58,827	S.F.	98.0%
IMPERVIOUS	1187	S.F.	2.0%
TOTAL (1.38 Ac)	60,014	S.F.	100.0%

PROPOSED LOT 3:

PERVIOUS	4,933	S.F.	8.2%
IMPERVIOUS	55,081	S.F.	91.8%
TOTAL (1.38 Ac)	60,014	S.F.	100.0%

ZONING AND PARKING SUMMARY

THE PROPERTY IS ZONED COR2, COMMERCIAL

BUILDING SETBACK INFORMATION IS AS FOLLOWS:
FRONT YARD = 0-15 FT.
REAR = 0 FT.
SIDE = 0 FT.

LOT COVERAGE INFORMATION IS AS FOLLOWS:
LOT AREA MINIMUM = NONE
LOT WIDTH MINIMUM = 80 FT.

DEVELOPER

RAMSEY HRA
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
TEL. (763) 427-1410 - FAX (763) 427-5543

MUNICIPALITY

City of RAMSEY

PROJECT

SUNWOOD RETAIL
COR TWO
RAMSEY, MINNESOTA

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PROJECT MANAGER REVIEW

BY SES DATE 09.07.2012

CERTIFICATION

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WATERSHED SUBMITTAL
SEPTEMBER 7, 2012

FORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME C201RAM025.DWG
PROJECT NO. RAM12025

PRELIMINARY SITE PLAN

C2.1

Know what's Below. Call before you dig.

NORTH
0 30 60

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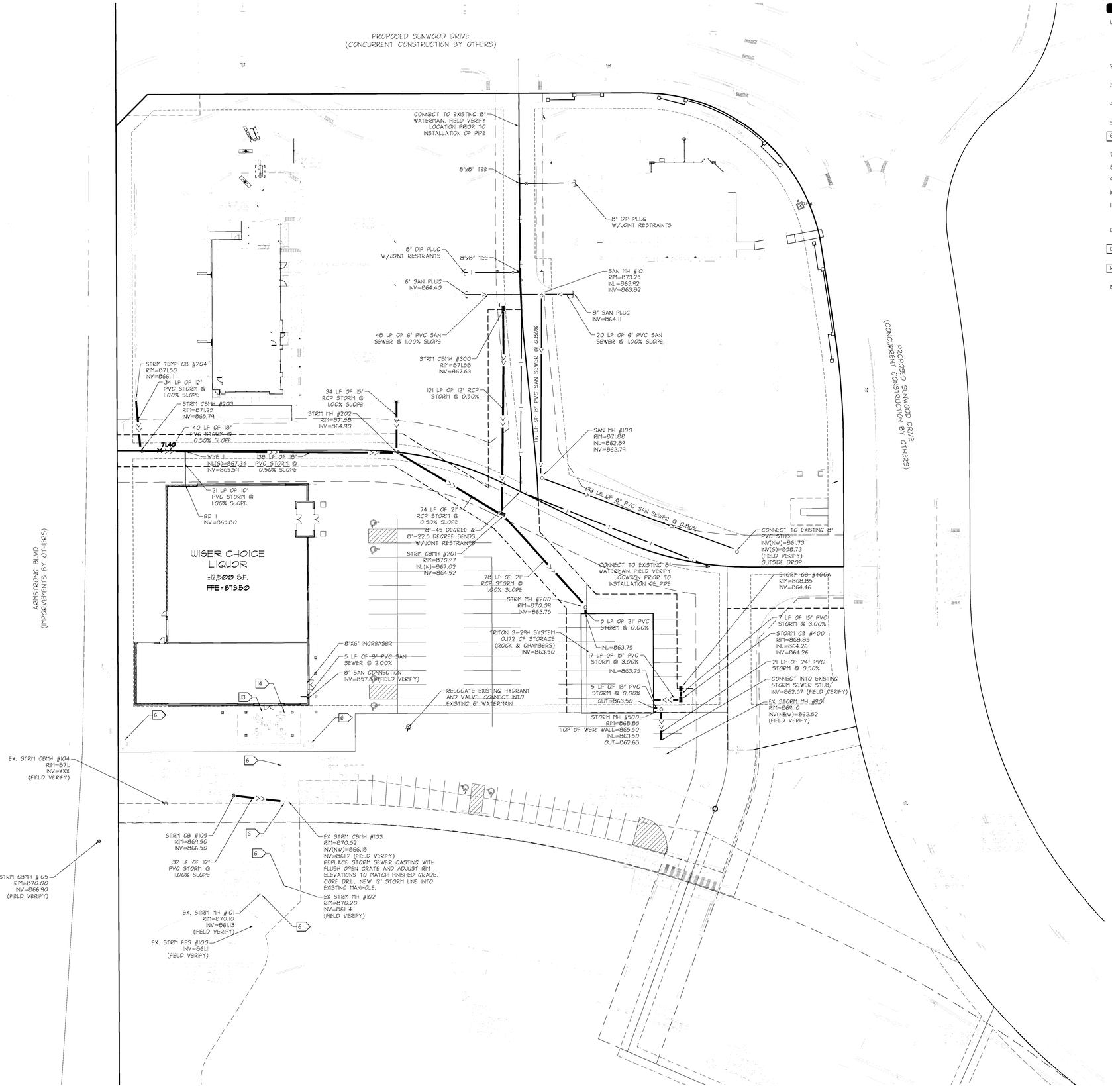

UTILITY NOTES

1. PIPE MATERIALS
   - WATERMAIN — DIP CLASS 52
   - SANITARY SEWER — PVC SDR 35
   - STORM SEWER — RCP CLASS 5
   - GREASE TRAP SERVICE — PVC SCHEDULE 40
2. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING.
3. COORDINATE WITH PRIVATE UTILITIES TO PROVIDE ELECTRIC, NATURAL GAS, AND COMMUNICATIONS SERVICES TO BUILDING.
4. PROVIDE MEANS AND MEASURES TO PROTECT ADJACENT PROPERTY FROM DAMAGE DURING UTILITY INSTALLATION.
5. PIPE LENGTHS SHOWN ARE FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE OR END OF END SECTION.
6. ADJUST STRUCTURES TO FINAL GRADE WHERE DISTURBED. COMPLY WITH REQUIREMENTS OF UTILITY. MEET REQUIREMENTS FOR TRAFFIC LOADING IN PAVED AREAS.
7. INSTALL TRACER WIRE WITH UTILITIES WITHIN THE PUBLIC RIGHT-OF-WAY OR EASEMENTS.
8. CONNECT TO CITY UTILITIES IN ACCORDANCE WITH CITY OF RAMSEY STANDARDS.
9. CONTACT CITY OF RAMSEY FOR WET TAP INSPECTION.
10. MAINTAIN 7.5 FEET OF COVER ON WATER.
11. DEFLECT WATER TO MAINTAIN 18-INCH MINIMUM OUTSIDE SEPARATION AT SEWER CROSSINGS. CENTER PIPE LENGTHS TO PROVIDE GREATEST SEPARATION BETWEEN JOINTS.
12. CONTACT CITY OF RAMSEY BUILDING DEPARTMENT, FOR FLUSHING AND PRESSURE TEST INSPECTIONS.
13. BRING WATER AND SEWER SERVICES INTO BUILDING PER MECHANICAL DRAWINGS. JOIN AND ROUTE BUILDING STORM DRAINS AND CONNECT TO STORM SEWER STUB.
14. CONNECT TO DOWNSPOUT WITH TRANSITION TO 6-INCH PVC AND ROUTE TO STORM SEWER STUB.
15. THE CONTRACTOR IS REQUIRED TO OBTAIN THE APPROPRIATE PERMIT FOR THE MN DNR IF DEWATERING IS REQUIRED TO COMPLETE ANY WORK. THE CITY NEEDS TO REVIEW EACH PERMIT PRIOR TO IMPLEMENTATION.

DEVELOPER

RAMSEY HRA
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
TEL.(763) 427-1410 - FAX (763) 427-5543

MUNICIPALITY

City of RAMSEY

PROJECT

SUNWOOD RETAIL COR TWO

RAMSEY, MINNESOTA

SHEET INDEX

SHEET	TITLE
C0.1	CIVIL TITLE SHEET
C1.1	EXISTING CONDITIONS
C2.1	PRELIMINARY SITE PLAN
C3.1	GRADING, DRAINAGE, PAVING & EROSION CONTROL
C4.1	UTILITIES

REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	REVISION	REVIEW
09 JUL 2012	PRELIMINARY SITE PLAN SUBMITTAL	CWC
25 JUL 2012	PRELIMINARY SITE PLAN SUBMITTAL	CWC
7 SEP 2012	WATERSHED SUBMITTAL	SES

PROJECT MANAGER REVIEW

BY SES DATE 09.07.2012

CERTIFICATION

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WATERSHED SUBMITTAL
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CC Regular Session **7. 6.**

Meeting Date: 10/23/2012

By: Tim Gladhill, Community Development

Information

Title:

Consider Ordinance to Amend City Code Section 117-118 (The COR) Approving Amendment to The COR Design Framework Related to Off-Street Parking, Signs, Parks and Trails, and Sub-District Boundaries

Background:

This case relates to requested amendments to The COR Design Framework for the following topics:

- Master Sign Plan and Private Signs
- Parking Standards for Restaurants
- Updated Development Plan and Sub-District Boundaries

Notification:

The Public Hearing was properly published in the Anoka County Union, the City's official newsletter for Public Hearings.

Observations:

Master Sign Plan

The original version of the Design Framework included provisions for a Master Sign Plan. At that time, only locations of these larger community and development signs had been determined. The design and bulk of those signs had not yet been determined. This amendment now creates Appendix B of the Design Framework that includes these design factors. Community Signs are those signs that are generally located along Highway 10 and are intended to capture motorists attention into the development. Community Signs may include tenant panels for users within the development signs. Specific standards are included in Appendix B, attached hereto, and include the following:

Sign Type	Allowable Size	Architecture	Allowable Height
Community Sign	300 Square Feet	Per Appendix B	30 Feet *
Gateway Sign	50 Square Feet	Per Appendix B	10 Feet
Retail Gateway Sign	150 Square Feet	Per Appendix B	12 Feet
Community Kiosk	32 Square Feet	Per Appendix B	10 Feet*
Parking Ramp Signage	100 Square Feet	Per Appendix B	(Wall Signage)

Gateway Signs are generally located at key nodes and intersections of the development at Armstrong Boulevard, Bunker Lake Boulevard, and Ramsey Boulevard. General Gateway Signs may not include tenant panels. Retail Gateway Signs may include tentant panels.

Community Kiosks are generally located in the center of the development with the highest emphasis on the pedestrian. As such, these are intended to be pedestrian scale and provide general information about the development and wayfinding information.

The revised text also allows additional flexibility for Project (private signs) at shared entrances in the retail sub-district. City Staff recommends additional flexibility in size in order to allow users to consolidate signs at shared entrances, thereby potentially reducing the clutter of signs along Sunwood Drive in this retail area.

The Master Sign Plan has the effect of being the Sign Code for The COR. As such amendments must be processed by Ordinance as any other type of Zoning Amendment would. A final version of the site location map related to the Master Sign Plan to provide distinction between General Gateway and Retail Gateway Signs.

Parks

The City is actively working towards a future pedestrian overpass over Highway 10 known as Mississippi Skway. A component of that request is to relocate the designation of the Central Anoka County Regional Trail through The COR along Center Street. The preferred alignment is indicated in the revised draft.

Sub-District Boundaries

As the City of Ramsey Housing and Redevelopment Authority has approved a revised Development Plan, the Planning Commission must consider updates to the City's Official Controls (Zoning Ordinance). The Sub-District Map has been revised to reflect the preferred Development Plan (Version 6.1). The only change is to amend the COR TWO Plat from COR-2 Retail Sub-District to COR-2b Sub-District based on preferred land uses and parking needs.

Parking

Based on experience with existing users in the retail area of the development, Staff recommends amending parking regulations for restaurant users in areas without planned parking ramps to allow additional parking spaces beyond the maximum allowed. Rather than basing parking requirements on square footage, the revised draft proposes to base requirements on number of seats.

Funding Source:

Preparation of the amendments are being handled by a combination of regular Staff duties and professional services. The City of Ramsey Housing and Redevelopment Authority (HRA) approved a scope of services to complete the project.

Staff Recommendation:

The Planning Commission met on Thursday, October 4, 2012 to hold a Public Hearing and recommended approval of the proposed ordinance, which includes the revised Design Framework and Master Sign Plan with the following amendments:

1. Adjust parking calculation for restaurant users.
2. Allow adjustment of COR-2b Sub-District boundary to include all users surrounding the Sunwood Drive Roundabout to retain consistent design.

Committee Action:

Motion to adopt the proposed ordinance, which includes the revised Design Framework and Master Sign Plan.

Attachments

REDLINED Design Framework
Proposed Development Plan Version 6.1
Site Location Map - Master Sign Plan
Proposed Appendix B to Design Framework
Proposed Ordinance
DRAFT Planning Commission Minutes dated October 4, 2012

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2012 10:49 AM
Tim Gladhill (Originator)	Tim Gladhill	10/18/2012 11:47 AM
Form Started By: Tim Gladhill		Started On: 10/08/2012

Final Approval Date: 10/18/2012

Design Framework

THE COR

AT RAMSEY

February 28, 2012

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Design Framework – The COR

Purpose

The primary purpose of Design Framework is to set basic parameters, describe preferences and illustrate design intent. These framework standards serve as a framework within which creative design can and should occur – there is no one solution, but many options that meet the basic requirements of this document.

Application

The format and content of this framework are specifically tailored for use as a supplement to the Zoning Ordinance. This document is organized into two sections. The first section outlines issues and recommendations that apply to the entire COR. The second section highlights specific framework that apply to each sub-district within The COR. The City of Ramsey has adopted Development Plan 5.03 as the Master Plan for The COR. This master plan provides illustrative guidance for building locations and orientation. Any changes to this approved master plan must be reviewed and approved by the City Council as part of the development application. This Development Plan will be updated by the City as changes are approved.

Implied Responsibility

All participants in the development of The COR recognize the local and regional impacts of this project and the various systems that play an important role. Each parcel and each building must fit within the context of the entire plan. Individual projects must complement, not compete with, adjacent development in terms of public green space, walk and trail connections, stormwater management solutions, street layout, parking strategies, land use mix and building design.

Part One: Overall Framework

There are a number of framework standards that apply to the entire COR, including recommendations for stormwater management, parks, streets, land use, parking, transit and other development components. Many of these overall COR framework standards overlap, or are integrated with one another. For ease of discussion they are categorized according to the same list of 'layers' that formed the basic structure for the Master Framework:

- Context – local, city, regional
- Street Hierarchy--access, circulation, arrangement
- Streetscape—preferred design, location
- Parking -- quantity, location, type
- Building Design-- preferred uses, horizontal/vertical mixed use, built form, character of development
- Signage—design, location, quantity, type
- Stormwater Management-- surface water features, stormwater management
- Parks/Public Spaces – parks, trails and open space

It is essential that proposed design solutions for development projects and other improvements within The COR demonstrate an understanding of the interplay between these layers.

Overall Framework - Context

Overview

The COR is a unique area within the City; but it is a part of, and connected with, a variety of local, city-wide and regional systems (See Figure 1: Development Master Plan 5.03). Each development project, whether a single building, one lot, or a series of blocks, must provide reasonable links to these systems as a primary design objective.

Guideline Recommendations

To ensure that The COR takes full advantage of local and regional systems, development should:

- Provide safe, easily recognized connections to city, county and state trail corridors
- Make provisions for city and regional transit service and amenities (including the Northstar Line) and encourage their use
- Tie into, and improve, the Ramsey utility network
- Integrate with and complement the existing (and future) street framework
- Become an integral part of the city and county drainage/stormwater management plan

Objectives

- Overall COR design (and all new private development within The COR) will accommodate stormwater from new projects and from off-site, and highlight stormwater features as an amenity
- Bikeways and pedestrian routes into The COR from adjacent neighborhoods must be designed for safety and ease of access, suggesting that a person on a bicycle has an equally accessible route to downtown.
- Parks and open space will be easily accessible to all COR residents, visitors, people who work here and also for the citizens of Ramsey and the surrounding area. This connected green system is reminiscent of the world renowned 'Grand Rounds' of Minneapolis.

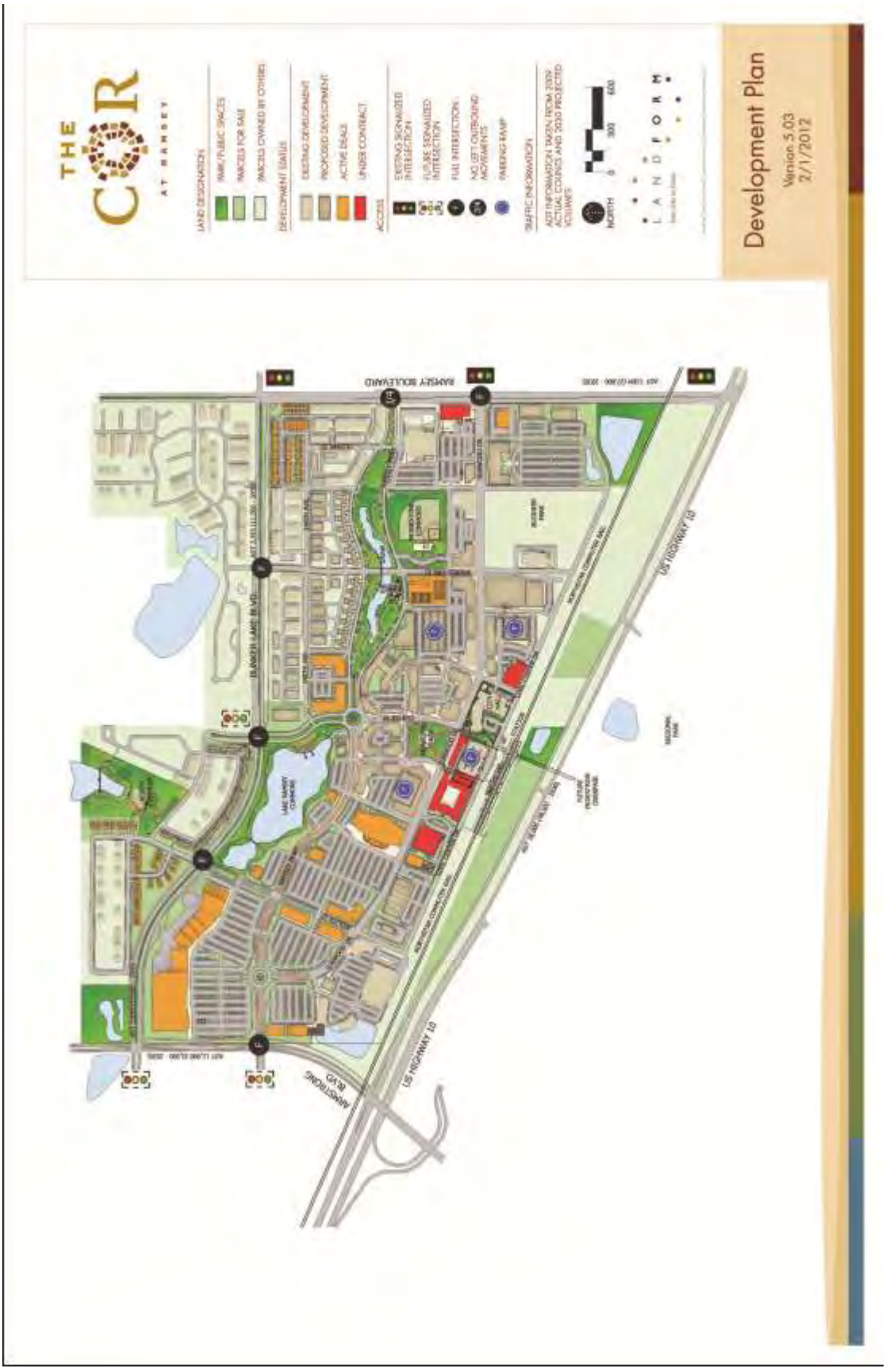


Figure 1: Development Master Plan 5.03

Overall Framework – Street Hierarchy

Overview

The Development Master Plan defines a specific strategy for the layout of streets and blocks within, and around The COR. The size, type and configuration of this street hierarchy (See Figure 2: Street Hierarchy) is based on a combination of projected traffic volume, level of service at intersections, proposed adjacent land use (destination commercial, residential, civic, recreation, etc.) and desired aesthetic character.

Great streets are essential components of an attractive and inviting public realm. These guidelines promote a street system that balances pedestrian and vehicular use. Providing streets that support traffic flow is important, but also creating ample space for street-side activities, strolling promenades, pockets of green and other amenities is critical to the success of The COR. Streets will promote convenient access by car – to storefronts, to parking lots and ramps, to entertainment attractions – but will also encourage foot traffic as a primary way to move about and conduct business in the core area.

Guideline Recommendations

The proposed street and block pattern reflects a compact urban character, not allowing dead end streets or cul-de-sacs, in favor of a traditional grid pattern and connected streets including the following:

- Provide a street network that distributes pedestrian and vehicular traffic throughout the various districts in The COR and encourages a more dispersed and less congested traffic flow (many choices or travel paths).
- Provide a clear hierarchy of streets resulting in a simple and understandable system for movement – easy access and convenient circulation throughout The COR.
- Work with Anoka County to convert primary perimeter streets (arterials such as Ramsey, Armstrong and Bunker Lake Boulevards) to urban street sections, providing sidewalks and street trees to replace roadside ditches.
- Promote improvements that invite pedestrian and bicycle use including wide sidewalks, streetscape amenities and designated bicycle trails (both on and off-street).

Objectives

Creative design solutions for public realm improvements should reflect these basic street classifications (street hierarchy) including:

- Arterial street – these streets provide the boundary of The COR and all access into The COR will be from one of these three streets:
  - Bunker Lake Boulevard
  - Armstrong Boulevard
  - Ramsey Boulevard
- Destination street – signature addresses for shopping, entertainment, services, work place and other primary amenities
  - Sunwood Drive

- Parkway – premier 'green streets' adjacent to primary public park / green space, with more landscaping than other streets in The COR
  - Ramsey Parkway
  - Center Street (north of the roundabout)
- Connector street – primary routes that link various districts within The COR, usually providing the most direct means of getting from point A to point B
  - Rhinestone Street
  - Zeolite Street
  - Veterans Drive
- Downtown street – the most urban of street sections where high pedestrian traffic is intended and traffic calming measures such as on street parking, bump outs and other methods will be employed
  - Center Street (south of the roundabout)
  - Sapphire Street (north of Sunwood)
  - Other streets as shown on the Street Hierarchy Map
- Local street – neither destination nor primary connector routes, these streets provide much of the rest of the street grid throughout The COR.

These street hierarchy classifications are intended to provide guidance regarding the streetscape, but it should be noted that within a street classification, there may be construction or design distinctions, based on the sub-district classification. For example, Sunwood Drive is defined as a destination street throughout The COR, but the design may be different between the COR1 and COR2 sub-districts. The Master Streetscape Map will provide design direction.

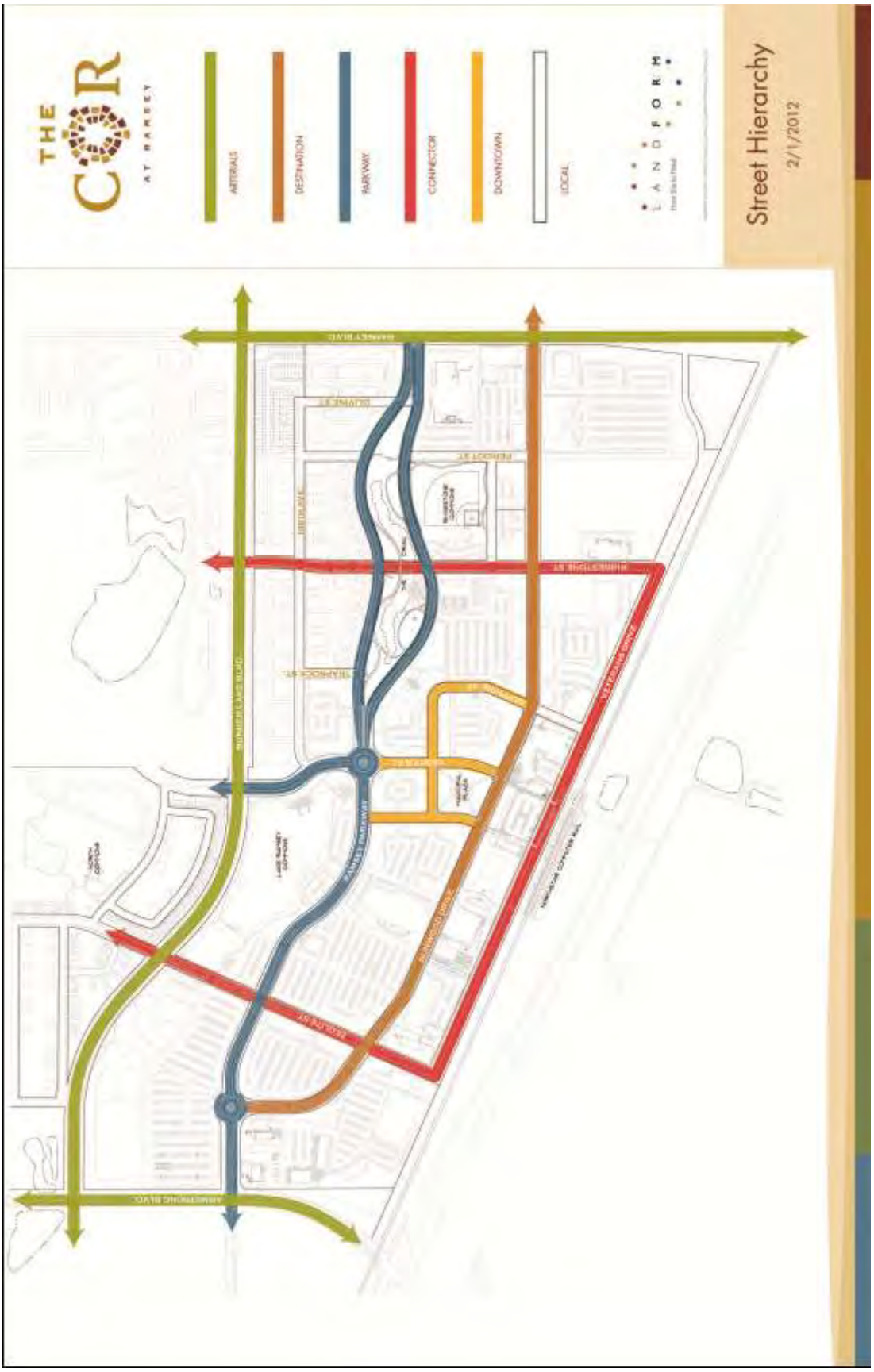


Figure 2: Street Hierarchy Map

Transit Overview

The COR is designed to be a Transit Oriented Development (TOD) in a variety of ways that go beyond providing a walkable public realm and connected street grid. The Master Plan also includes a multimodal transit station, with dedicated commuter parking, integrated with other uses at the heart of the retail, restaurant and entertainment district. This station functions as a hub where local circulator transit comes together with regional transit service and the Northstar Corridor. The COR is the Twin Cities' first and only transit-oriented development along the new Northstar Commuter Rail Line. Ramsey Station at The COR will open for riders boarding the train in November 2012. As Northstar's most visible station, The COR will immediately bolster the ridership on the line and continue to build recognition for this regional service.

Transit components include the following:

- Ramsey Star Express service provides peak period, peak direction bus service between downtown Minneapolis and Ramsey until the Northstar Commuter Rail station stop is complete
- Northstar Commuter Rail provides train service between Big Lake and downtown Minneapolis
- 350 park and ride parking spaces are provided for commuters adjacent to the transit station
- Pedestrian and bicycle connections are emphasized in the Master Plan as major links between the transit station, various districts within The COR and into the surrounding neighborhoods
- The COR can accommodate Metro Mobility, citywide circulator bus or town trolley connections as part of local and regional service to the transit station

The COR also encourages developers to participate in a Travel Demand Management (TDM) program to both assist and encourage residents and visitors to take advantage of the various modes available for their commuting and travel needs. The TDM program draws from incentives and services available through Anoka County and Metro Commuter Services that match riders with carpools and vanpools, provide discounted transit passes and manage work hours among other functions.

- Developers shall submit a TDM plan with their site plan application for new development and work with the City to implement their plans.

Transit Guideline Recommendations

Transit is an important component of the overall plan, with expectations for more ridership, using a greater range of transit options as they become available. More people, together with the mix of activities and amenities in The COR, encourages better designed, better connected transit service. It is a shared responsibility between city, county and developer to promote transit use, with both policy and bricks-and-mortar attention to the following framework:

- Understand and take advantage of opportunities to use existing and proposed transit components

- Provide transit related facilities specifically linked to uses and character within each COR district, including signage and lighting for way-finding and bicycle amenities
- Building future Northstar Commuter Rail riders through the Ramsey Star Express bus service

Transit Objectives

The primary objective is to provide a balance of transit service, bicycle and pedestrian connections and lanes to move traffic. The framework for The COR promotes public transportation as part of the solution and suggests a variety of street improvements and other amenities to invite increased use. Photographs throughout the framework suggest some of the many possibilities.

Overall Framework - Streetscape

Overview

The Master Plan defines a specific strategy for the layout of streets and blocks within and around The COR. The amenities within the public right-of-way -and immediately adjacent -play an important role in the aesthetics of The COR. Great streets are essential components of an attractive and inviting public realm. Developing a streetscape that is comfortable and inviting to pedestrians is important to realizing the vision for The COR. The framework will encourage interesting and inviting places for the public.

The Streetscape framework defines the visual character and physical improvements for all public spaces within The COR. The document also provides the general framework and examples for design of proposed quasi-public and private space located within each development parcel.

Public realm/streetscape framework focus on the following elements:

- Parks, plazas and other public gathering spaces
- Street/sidewalk character and streetscape elements
- Bicycle/pedestrian connections (on-street and off-street)
- Residential courts, pocket parks and other private green space

The goal is to foster a safe and interesting public realm that will invite pedestrian activity, promote traffic calming, increase transit use and encourage community gathering. Street trees, lighting and decorative fencing provide the backbone for streetscape improvements. Added detail, such as special pavements, street furniture, public art and layered plantings will highlight specific nodes or uses. The City has developed a series of street cross -sections to illustrate these design expectations. Typical street sections are provided in Appendix A as a reference.

Destination and Connector streets must balance a high level of service for the automobile with attractive and inviting amenities for the pedestrian including:

- Provide gracious sidewalk width to support intensity of pedestrian traffic in the core
- Install street trees to frame the street and provide shade
- Provide street lighting that meets all safety standards and design criteria, while creating a signature character for this district
- Explore a range of options for streetscape improvements including special pavements, interesting concrete tinting or scoring patterns, additional plantings, ornamental fencing and other features (note, however, that simpler is better and too much clutter is a negative)

The COR includes a network of bicycle/pedestrian trails and walkways (both on and off-street) that connect adjacent sub-districts to the Mixed Use Core. As you approach the core, these connections tend to become part of the shared right of way along the major streets, or become part of the urban park spaces. Bicycle riders may choose to share the street with vehicular traffic, or dismount and walk their bicycles along with the other pedestrians using the sidewalks. Providing and maintaining these bicycle and pedestrian connections should be a key component for all development projects in the core.

Figure 3: Master Lighting Plan

Guideline Recommendations

The proposed street and block pattern reflects a compact urban character, including the following:

- Bike racks interspersed throughout The COR to encourage cycling as an alternative mode of transportation.
- Benches on the public sidewalks to encourage people to linger in The COR
- Trees and planters along the streets to create an inviting space
- Wide sidewalks and both on- and off-street bicycle trails
- Kiosks and other way finding tools for visitors and residents in The COR
- Outdoor dining is encouraged on the street side of buildings within all districts.
- Public plaza space is strongly encouraged to be located adjacent to the streets

Objectives

Creative design solutions for streetscape improvements should include:

- Streetscape improvements that provide traffic calming, particularly along Destination and Downtown streets
- Inviting streets that draw you into and through The COR
- A marriage of building design and streetscape design that encourages active spaces near the streets

Street Trees and Plantings

Street trees and planter boxes are a critical element in the unique character of The COR and will be used to help distinguish between different street types and sub-districts within The COR. However, there may be variety within the same street when the street crosses into sub-districts.

- Street trees will be chosen to ensure that the species allow for clear pedestrian access along the streets and require minimal maintenance.
- Along Destination, Downtown, Parkway and Local streets, where regularly spaced blocks exists, one (1) tree species shall be provided per block. In order to provide variety and protect against disease, adjacent blocks shall not be allowed the same street tree. Initial development along a block shall establish the tree species for that block, subject to City review and approval.
- Along streets without regular block space or longer blocks, such as Connector and Arterial streets, the City may approve groupings of 3-6 trees of one (1) species in lieu of the regular block spacing.
- Alternatives to the above mentioned planting plan shall be subject to review and approval by the City Council.

Destination Street Trees:

- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Bicolor Oak (*Quercus bicolor*)
- Sienna Glenn Maple (*Acer x freemanii* 'Sienna')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Ginko (*Gingko biloba)*
- Accolade Elm (*Ulmus x '*Accolade')

Parkway Street Trees:

- Valley Forge Elm (*Ulmus americana* 'Valley Forge')
- Bitternut Hickory (*Carya cordiformis)*
- Siouxland Poplar (*Populus deltoides* 'Siouxland')
- Sienna Glen Maple (*Acer x freemanii* 'Sienna')
- Boulevard Linden (*Tilia americana* 'Boulevard')
- Northern Catalpa (*Catalpa speciosa)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Korean Mountain Ash (*Sorbus alnifolia)*
- Ohio Buckeye (*Aesculus glabra)*
- Ginkgo (*Gingko biloba)*

Connector Street Trees:

- Bicolor Oak (*Quercus bicolor*)
- Northern Red Oak (*Quercus rubra)*
- Princeton Elm (*Ulmus americana* 'Princeton')
- Accolade Elm (*Ulmus x* 'Accolade')
- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Kentucky Coffeytree (male) (*Gymnocladus dioicus)*
- River Birch (single stem) (*Betula nigra)*
- Black Alder (*Alnus glutinosa)*
- Black Cherry (*Prunus serotina)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Japanese Tree Lilac (*Syringa reticulate)*
- Thornless Cockspur Hawthorne (*Crataegus crus-galli* var. inermis)

Downtown Street Trees:

- Princeton Elm (*Ulmus americana* 'Princeton')
- Accolade Elm (*Ulmus x* 'Accolade')
- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Kentucky Coffeytree (male) (*Gymnocladus dioicus)*
- River Birch (single stem) (*Betula nigra)*
- Black Alder (*Alnus glutinosa)*
- Black Cherry (*Prunus serotina)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Japanese Tree Lilac(*Syringa reticulate)*
- Thornless Cockspur Hawthorne (*Crataegus crus-galli* var. inermis)

Local and Arterial Street Trees:

Local and Arterial Street trees may be chosen from any species on the above lists.

Planter Beds/Boxes/Tree Grates

- Planter beds, tree grates and planters shall be as shown on the Streetscape Master Plan. Details and specification shall be added to Appendix A as developed and approved by the City. Appendix A shall be amended as needed.
- Irrigation shall be provided to ensure survival of plant materials. The City shall provide irrigation systems along the Parkway and Destination streets. Unless otherwise approved, all other irrigation shall be the responsibility of the landowner.

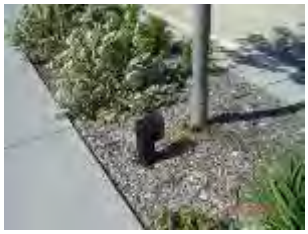
Street Furniture

Bike racks, trash enclosures and benches are encouraged on all streets, but will be required on Destination, Connector and Parkways and other streets as shown conceptually on the Streetscape Master Plan.

Bike racks shall be the standard bike rack (see Appendix A for specifications).

Trash enclosures shall be the standard trash enclosures (see Appendix A for specifications).

Benches shall be the standard bench (See Appendix A for specifications). Benches shall be grouped in twos that face each other and provide an opportunity for an outdoor conversation space.



Alternative bike rack, trash enclosures and bench designs will be considered on a case-by-case basis. The City will review alternative designs as part of the site plan review and will evaluate these alternatives based on the following:

- Does the design maintain the character of the district?
- Does the alternative design maintain the quality of the standard feature?
- Does the design provide a relationship between the public elements of the streetscape and the building that would not otherwise be possible?

Sidewalks and Boulevard

In the design framework, the term “boulevard” is defined as “the space between the sidewalk and the curb.” The boulevard area provides the required space for public features such as street lights, benches, fire hydrants, street signs, etc. The boulevard will have different characteristics based on the street hierarchy.

The street width and layout within different zones may affect the ability of a particular development to provide the minimum boulevard width and the minimum sidewalk width within the existing public right-of-way. In those cases, the landowner shall provide a permanent public easement over the portion of the sidewalk that is located on private property.

Street Lights

Street lights are owned and installed by Connexus Energy. The streetlight design was developed in conjunction with the City of Ramsey and Connexus (See Figure 3: Master Lighting Plan). The standard street lights are designed to accommodate banner arms should banner signage be desired. The banner arms should be the manufacturer's standard break-away banner arms to ensure safety and minimize maintenance costs. Connexus provides street light maintenance for the City. Connexus bills the City of Ramsey for the cost of installation and maintenance.

The choice of street light was intended to emphasis the pedestrian scale of The COR. Light poles within the public right-of-way should be planned to accommodate banners, flowers, hanging artwork and electrical outlets.

There are three (3) different streetlight types within The COR:

- 24-foot high poles at intersections
- 14-foot high poles at mid-block
- 12-foot high poles at The Draw

The City will ensure that the appropriate streetlights are installed on all public streets as described by the Design Framework. Private developers shall provide parking lot or other project lighting that retains these design objectives. All lighting shall comply with City Code performance standards for lighting. All lighting shall be reviewed by City staff to ensure compliance with the Design Framework and City Code standards described above.

Standards for Outdoor Dining.

Outdoor dining is encouraged as an attractive addition to a pedestrian- and retail-friendly, vital COR. Such dining is encouraged subject to the standards in Section 117-118 of the Zoning Ordinance.

Overall Framework - Parking

Overview

Balancing the realities of car-related necessities (streets, parking and so on) with future transit service and the desired character of The COR is a significant challenge. The goal is to provide adequate parking; both quantity and location, while promoting new strategies that support the overall needs of The COR. Parking will be provided through a combination of on street spaces, off-street surface lots, underground lots and structured ramps to support the mix of uses at the core.

Parking structures should contribute to the overall character and image of The COR. Ramp design should include elements, colors and materials that reflect, or complement surrounding buildings. Liner stores or other street level uses should be integrated into ramp design along important street frontages. The City also encourages developers to wrap the ramp with multi-story uses that will provide commercial and residential opportunities and help to define the street edge.

Guideline Recommendations

Parking guidelines encourage the following:

- Locate surface parking lots away from the major streets, either behind or to the side of primary buildings; surface parking lots along major street frontage are not allowed in the core area
- Minimize surface parking lots in favor of other solutions including underground parking to serve residential buildings, on-street parking to serve retail shops and parking ramps
- Provide a combination of fencing, landscaping and landform to screen parking areas from major streets and important views, soften parking area edges, provide shade, integrate native plantings, offset islands and reduce to 'sea of parking' image
- Create strategies for shared parking between adjacent uses, taking advantage of peak and off-peak cycles, business hours, nighttime activities, special events and other needs
- Provide alternative surfaces for secondary (less frequently used) parking areas including porous pavements, green pavements and so on
- Provide facilities or services that respond to and connect with future transit to reduce required parking, including shuttle/circulator bus, bicycle lockers
- Provide flexibility including hours for on-street parking, security and enforcement practices, permit or metering
- Provide parallel parking on both public and private streets throughout The COR, to add parking and create a traffic calming, pedestrian buffer; Bumpouts are encouraged as a traffic calming measure on all streets within the COR.
- Explore options to integrate stormwater management requirements into parking area design
- Provide parking spaces for typical daily use, satisfying both quantity and location needs through a mix of on street, small surface lot, underground and ramped parking solutions
- Provide options for additional/overflow parking to support holiday traffic and special events including porous pavements, turf parking areas (Netlon and other soil amendments) or shuttle service from nearby parking areas
- Encourage shared parking solutions that target around the clock shifts in destination, audience or take advantage of peak/off-peak hours of operation for various uses within the core area

- Promote municipal parking ramps as the primary facility to meet public parking needs within the core area
- Discourage driveway access to parking facilities along Arterial, Destination and Parkway streets, in favor of side streets.

Objectives

The primary objective is to provide a balance of surface lots, on-street and structured parking, with ample quantities and close proximity to serve the mix of uses in The COR. The Design Framework anticipates the construction of a total of 3 parking structures in COR1 to serve the needs of the area by providing structured parking that can be shared among users, allow developers to maximize the development on each individual lot. As discussed later in this section, sizing and timing of the structured parking will be finalized as the area develops and parking demand grows. In addition to providing adequate space, excellent design is a major factor as well. The framework for The COR encourages creativity, innovation, quality and attention to detail in every aspect of project development, including parking solutions. Photographs throughout the Design Framework suggest some of the many possibilities.

Figure 4: Streetscape Master Plan

Figure 5: Parking District Map

Minimum Standards

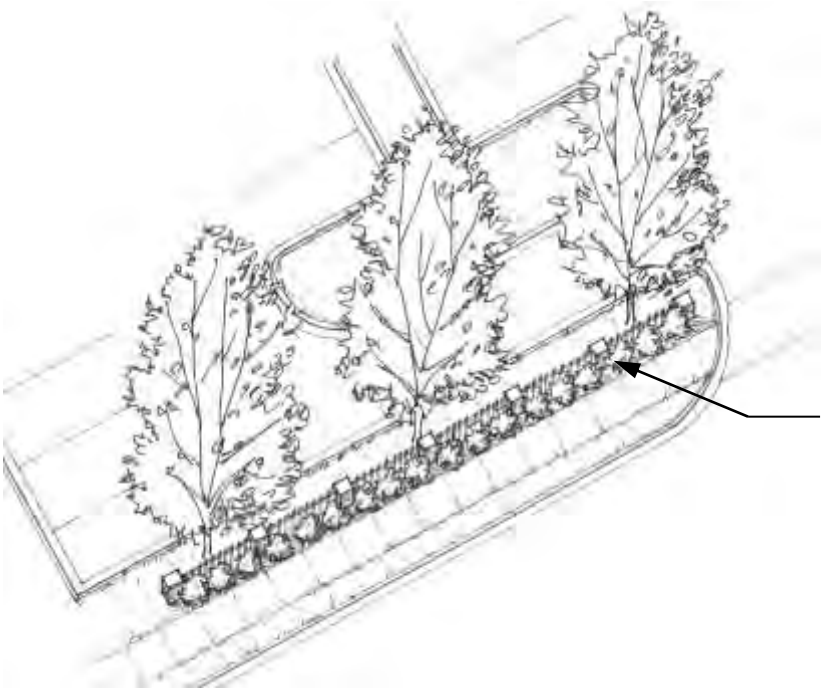
Parking in The COR is intended to be shared to the greatest extent practicable in all mixed-use areas. The parking standards are intended to provide a practical basis for providing adequate parking within the COR District through a careful analysis of uses, shared parking arrangements, use of public street parking and reduction allowances for the proximity to the transit station. A parking plan has been prepared to identify the planned number, location, sharing arrangements and public use (see Figure 4: Streetscape Master Plan and Figure 5: Parking District Map). The parking plan provides information that can be used to help address longer term parking arrangements where the possibility of use conversion or building expansion exists. Parking shall be provided under any of the following arrangements:

A. No parking shall be located between the front of the principal structure and the street on parcels abutting Destination and Downtown streets in COR1.

B. Not more than fifty (50%) percent of the parking shall be located in front of the principal structure and the street on parcels abutting Arterial, Parkway, Connector and Local streets.

    1. In the COR2 district, developments may be allowed more than fifty (50%) percent parking in the front yard, provided all other design standards have been met, including the use of a wall, railing, hedge or combination to create a street edge and screen parking.

C. Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line required for the property. The amount of required screening may vary by sub-district and street frontage and is described in Part Two of this document.



Landscaped edge that combines fence with trees, low shrubs and ground cover for parking lot screening and buffering along sidewalk to screen parking

D. No parking spaces shall be located on corner lots at the point of street intersections.

E. Shared parking in COR1 will be accomplished through a Parking Use and Maintenance Agreement (PUMA).

F. Off-street parking in the COR2 and COR3 sub-districts shall be secured for public use through parking easements and other appropriate conveyances. Shared parking arrangements between nearby uses are encouraged in both sub-districts.

1. The City may approve joint parking for one or more businesses where the total number of parking stalls provided for joint use is less than the sum of the total required for each business should they provide them separately. The applicant must demonstrate the feasibility of the arrangement in a written report. Such a permit shall not be granted except when the following conditions are found to exist:
    i. Proximity. The building or use for which application is being made to utilize the off-street parking facilities provided by another building or use shall be located within three hundred (300') feet of such parking facilities, excluding public rights-of-way.
    ii. Conflict in Hours. The applicant shall demonstrate in documented fashion that there is no substantial conflict in the principal operating hours of the two (2) buildings or uses for which joint use of off-street parking facilities is proposed.
    iii. Written Consent and Agreement. A legally binding instrument, executed by the parties concerned, for joint use of off-street parking facilities, duly approved as

to title of grantors or lessors, and in a form and manner of execution approved by the City Attorney, shall be filed with the City Clerk and recorded with the Anoka County Recorder or Registrar of Titles, and a certified copy of the recorded document shall be filed with the City within sixty (60) days after approval of the joint parking use by the City or the interim use permit shall be considered null and void.

G. On-street parking adjacent to buildings shall not be used for the purposes of calculating parking requirements.

H. Within the COR-4 sub-district, parking on individual parcels serving individual uses may be provided if designated and approved as part of the master plan.

I. Within all sub-districts, a minimum driveway length of twenty-five (25') feet is required to limit conflicts between vehicles parked in the driveway and street or sidewalk users.

J. In order to ensure the pedestrian orientation of the COR Districts, minimum/maximum on-site parking standards are set based on the following table:

Table 1

Use		Minimum number of parking stalls	Maximum number of parking stalls*
Retail		2 per 1,000 sq. ft.	4 per 1,000 sq. ft.
Restaurants		3 per 1,000 sq. ft.	5 per 1,000 sq. ft.
Offices		2 per 1,000 sq. ft.	3 per 1,000 sq. ft.
Medical offices, clinics		2 per 1,000 sq. ft.	4 per 1,000 sq. ft.
Health clubs		3 per 1,000 sq. ft.	5 per 1,000 sq. ft.
Theaters, places of assembly		1 per 5 seats	1 per 3 seats
Residential			
	Attached or detached	1 per unit	2 per unit
	Multifamily units	1 per unit	2 per unit

*If a parking structure is provided on site, maximum parking stalls do not apply.

K. Non-Specified Uses. For uses not specifically listed above, off-street parking requirements shall be computed by the Zoning Administrator on the same basis as required for the most similar listed uses. In such cases, the Zoning Administrator shall also consult off-street parking reference materials including, but not limited to, manuals prepared by the American Planning Association and Institute of Transportation Engineers.

L. Handicap Parking. The size, number, and location of stalls reserved for handicapped parking shall be provided and identified as required by applicable regulations. These spaces are included in the computation for the minimum parking space requirement.

M. Change in Land Use. When the site intensity or use of a building and/or property is increased with consequential effect upon the parking requirements as prescribed in this Section, the

parking requirements as prescribed herein shall be used to provide for such increase in the site intensity and/or use.

N. Use of required parking spaces. Required parking spaces must be available for the use of residents, customers or employees of the use. Fees may be charged for the use of required parking spaces. Required parking spaces may not be assigned in any way to a use on another site, except for joint parking situations. Also, required parking spaces may not be used for the parking of equipment or storage of goods or inoperable vehicles.

O. Transit Service Reduction. The minimum number of parking stalls required on site may be reduced by 10% for any parcel located within ¼ mile of a transit stop. To qualify for this reduction, the transit stop must provide regular service on all days of the week and direct pedestrian access must be provided between the building and the transit stop.

P. Bike Racks. In addition to the bike racks provided as part of the streetscape, individual businesses are encouraged to provide bike racks for customers. Bike rack locations will be reviewed and approved by the City as part of the site plan review.

Q. Increase to Maximum Required Parking. If additional parking is sought to exceed these maximum requirements, a conditional use permit can be sought to increase maximums up to twenty-five (25%) percent.

    1. In the COR-2 sub-district, an increase of twenty-five (25%) percent in the maximum number of parking stalls is permitted without the issuance of a conditional use permit if approved as part of the site plan.

R. In the COR1 sub-district, a PUMA (Parking Use and Maintenance Agreement) shall be applied to all development as follows:

    1. It is the City's intent to maximize development on individual lots. In order to help landowners accomplish this goal, the City will develop public parking ramps, which will be available for public parking within The COR. In order to minimize the amount of the site required for parking, the landowner may choose to enter into the PUMA for utilization of the public parking ramps to meet all or a portion of their minimum parking requirements.

    2. Each development shall be subject to a PUMA that specifies that each property in the COR1 shall be financially responsible for its proportionate share of a shared parking facility. The proportionate share shall be determined on the basis of the property's off-street parking needs, as determined by the parking requirements of Item J above.

3. The City shall establish fees by ordinance. The developer shall be responsible for payment in an amount equal to the value of the required parking on a per-stall price basis for ramp parking through the PUMA. The City will determine the appropriate contribution.

4. Funds collected by the City shall be deposited in a special fund used only to acquire and/or develop off-street parking facilities for the COR. Financial responsibility shall cover the construction and continuing maintenance of the parking facility.

5. The parking facility may be constructed and maintained by the City or by a private management entity acceptable to the City.

Private Streets

Private streets may be allowed within residential subdivisions, subject to the standards in Section 117-112 (e)3.b. of the Zoning Ordinance.

Loading Areas

A. Loading areas and docks shall be located in the rear of the building.

B. Loading areas shall not be located in the front yard and shall be fully screened from public streets, public parks and residential areas through landscaping and building design measures.

Overall Framework – Building Design

Overview

The COR Development Plan 5.03 identifies the preferred mix and approximate location of a variety of land use types. Together with the Zoning Code, this Design Framework focuses on the following overall objectives:

- Promote vertical and horizontal mixed use (within a building, within a block, within a district)
- Provide a variety of housing types, styles, pricing
- Encourage increased density in and around the central core area
- Promote an interesting mix of building styles, scales and massing for each sub-district
- Support creative, innovative, high quality design solutions as the benchmark for success
- Integrate mix of uses with public green space within each district
- Provide a variety of commercial types
- Mix residential and commercial uses to promote street-level activity throughout the day

Guideline Recommendations

The mix of land uses in The COR will encourage activity during the day and into the evening and nighttime hours. As a focus of commerce, employment, recreation and housing, The COR resembles a small to medium size Midwestern downtown in scale and character. Land uses are intentionally mixed, to bring shoppers and workers into the area during the day and attract new residents and visitors to entertainment venues in the evening.

The civic component of The COR, anchored by City Hall, Police Station and variety of public spaces and squares, adds an important element to the land use mix and brings a level of authenticity to the district.

Objectives

- Encourage vertical mixed-use in the core with housing and office space over retail uses along the street, particularly in the center of the district.
- In residential districts, particularly closer to the core, a limited amount of retail uses will be encouraged to service residents and provide nearby places to gather.
- Promote innovative models for housing that include a mix of townhomes, flats and lofts within single buildings or on the same block.
- Accommodate larger, 'big box' retailing and auto-oriented uses within the COR2 sub-district only if innovative design approaches are used including two story buildings, use of liner stores facing the street, minimal blank walls, creative parking strategies, etc.
- Where similar uses create a 'family' or campus of buildings (e.g. medical campus), buildings should reinforce the street edge and parking should be set within the core of the block.
- Uses shall promote pedestrian friendly streets, contributing to street level activities and overall visual character of each district.
- All uses should reinforce the street edge.

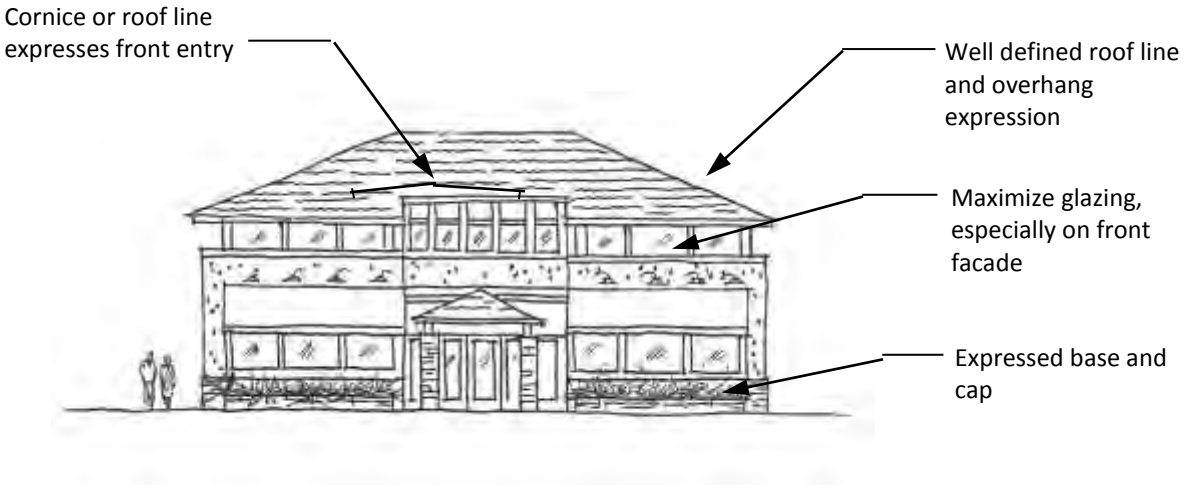
Architectural Overview

High quality architecture is an essential component in fulfilling the objectives of the Design Framework. Rather than prescribing a particular style, these architectural guidelines are intended to encourage an integration of both traditional and contemporary design. Architectural designs should provide a consistent quality, measured, to a great degree, by the pedestrian experience along the street and by an architectural expression that provides character without being thematic, obtrusive, or artificial. Architectural character should strive to be authentic and varied, but not 'thematic'.

Architecture Recommendations

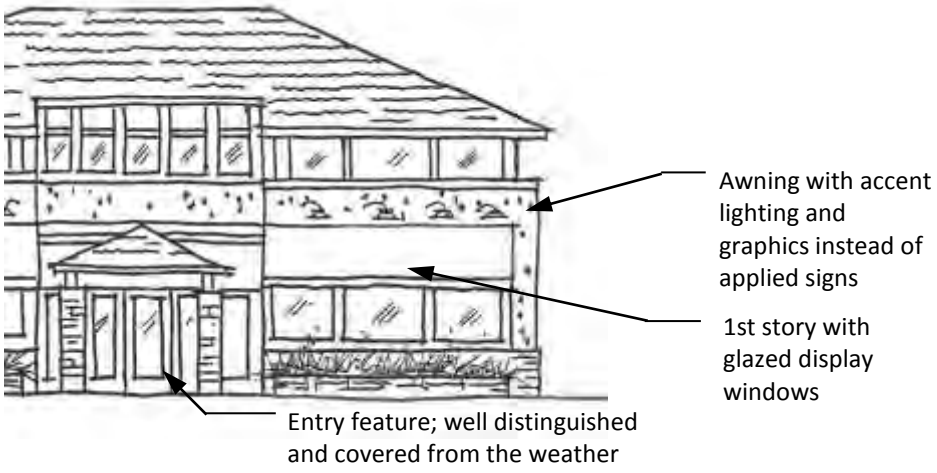
Of all the layers that combine to form The COR Development Plan, architecture will typically be the most prominent development component. Both visually and physically, architecture will play a major role in defining the overall design character and mix of uses for The COR. It is crucial that the design and location of buildings address these architectural guidelines, with specific emphasis on the following:

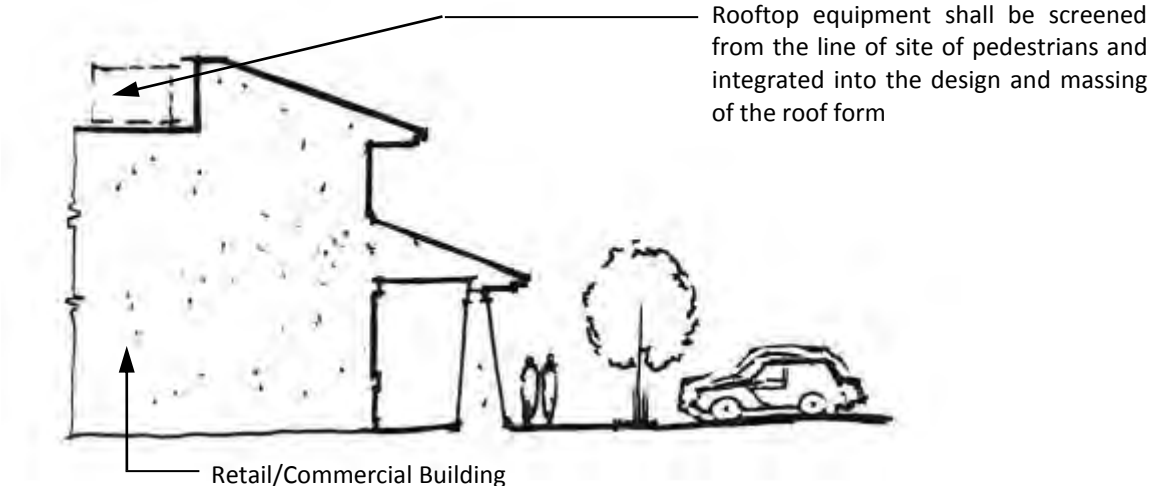
- An animated street presence with a mix of street-level uses, interesting building façades, many doors and windows on the street, careful design of lighting, awnings, signage and other elements that animate the pedestrian experience



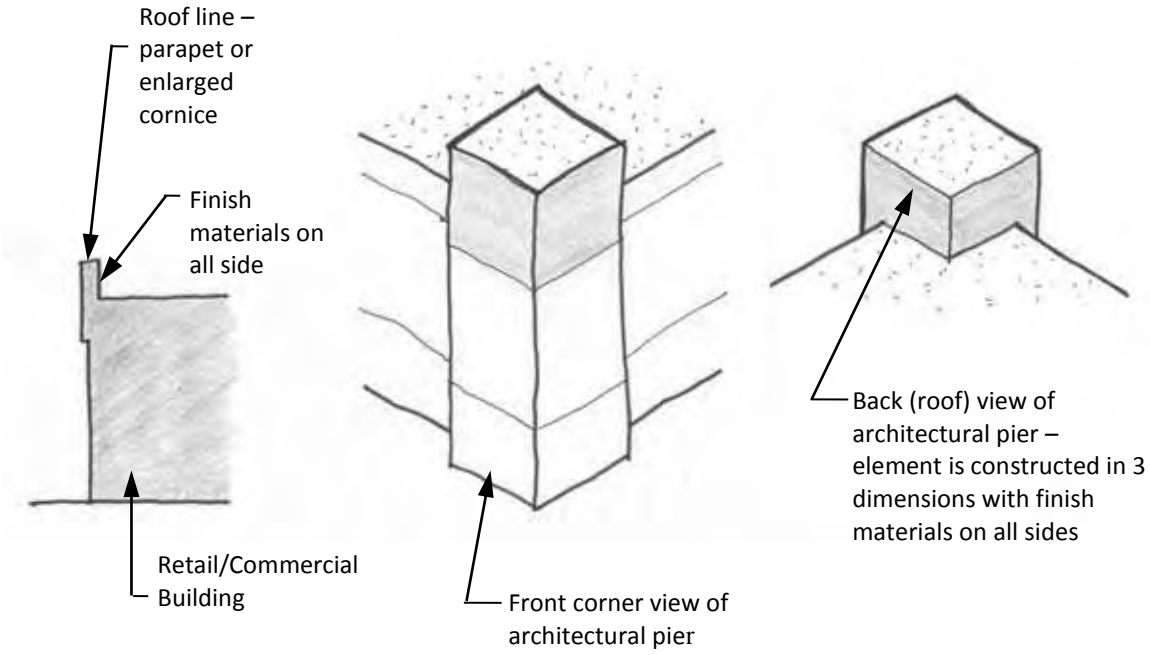
- Variety in building design, character and expression; not one theme or building style, but a thoughtful integration of many design solutions
- Variety of building types including a range of height, scale and proportion, that support an integrated mix of housing options, shopping destinations, entertainment venues, civic structures and other COR uses
- Use of high quality materials, suggesting a preference toward native materials and masonry elements, with respect for local building techniques
- Building location is as important as building style; special architectural elements, character, transparency and a higher level of materials and detailing should be used to highlight key streets and important crossroads throughout The COR
- Buildings should always be located at all four corners of intersections.
    - In the COR2 sub-district, if the City finds that there are unique circumstances where buildings cannot be located on the corner, the City may approve the use of fences, walls or other design elements to create that "street edge"

- Buildings will be located at the street right-of-way line (zero setback), but also allow recessed space for outdoor dining and other street level activities providing some minor deviation for variety
- Greater emphasis should be given to architectural elements, materials and other design features for buildings located at primary intersections, or where streets intersect with parks, such as the streets that front on or end near the Municipal Plaza. These locations can often be seen from several directions, perhaps terminate a view from a distance down the street or sit at a prominent node; They will likely become future landmarks or helpful orientation/wayfinding icons as The COR develops
- Encourage both vertical mixed use (within each building) and horizontal mixed use (within each block) throughout this district
- Include a mix of housing, civic, retail, restaurant, entertainment, performance and other uses that encourage a variety of activities throughout the day.
- Minimize openings between buildings, although limited driveway access and some provision for pedestrian connections through blocks are encouraged – gaps between buildings to accommodate surface parking lots, greater building setbacks or other purposes are discouraged
- Use recessed entries and windows to create street-level interest, variety and enhance pedestrian scale along street frontage





- Equipment, mechanical systems, transformers, etc. must be screened from view in a way that is integral to the architecture of the building. Screening should be accomplished with materials similar to or compatible with materials used on the main structure; metal fencing or mechanical vent screens alone are not sufficient.
- Roof lines and cornice details shall be completed in a 3-dimensional manner so that the back of roof features or similar unfinished areas are not visible.



Overall Framework - Signage

Overview

Signage within The COR should provide a system for clear wayfinding for all modes of transportation and should ensure successful business operation while maintaining the design aesthetic of this unique project. These sign standards are intended to allow flexibility and creativity while maintaining the design concepts of The COR. Due to the distinctive nature of The COR, the sign standards from the City Code are not applicable and signage shall be allowed as prescribed by the Design Framework. A Master Sign Plan identifies the location of key sign locations (see Figure 6: Signage Plan).

Guideline Recommendations

The COR development manager shall prepare a Master Sign Plan for the public elements of the project, which are in compliance with the design framework and will be adopted by reference. The Master Sign Plan will specifically address public signs including:

- The three (3) off-site community signs
- Banner signs on light poles
- Signage for public parks
- Signage for public parking ramps
- Signage for public buildings
- Community kiosks

Objectives

Signage should be used as a tool to help identify businesses and neighborhoods with The COR and should have elements that are focused on the pedestrian nature of The COR as well as the signage needs for businesses.

- Signage and lighting which is integrated into the design of the building is encouraged.

Definitions

Awning Sign means a sign incorporated into or attached to an awning.

Community sign means an off-site sign identifying the development name and key tenants. Community signs may also include public information. Reader boards are allowed to be incorporated into community signs within The COR.

Temporary Sign means a sign which is erected or displayed for a limited period of time and not affixed to a Minnesota State Building Code approved structure.

Project sign means a freestanding area identification sign which identifies a single-family or multifamily residential subdivision, a commercial development or an industrial park or office park and which is located on the same parcel as the development it identifies.

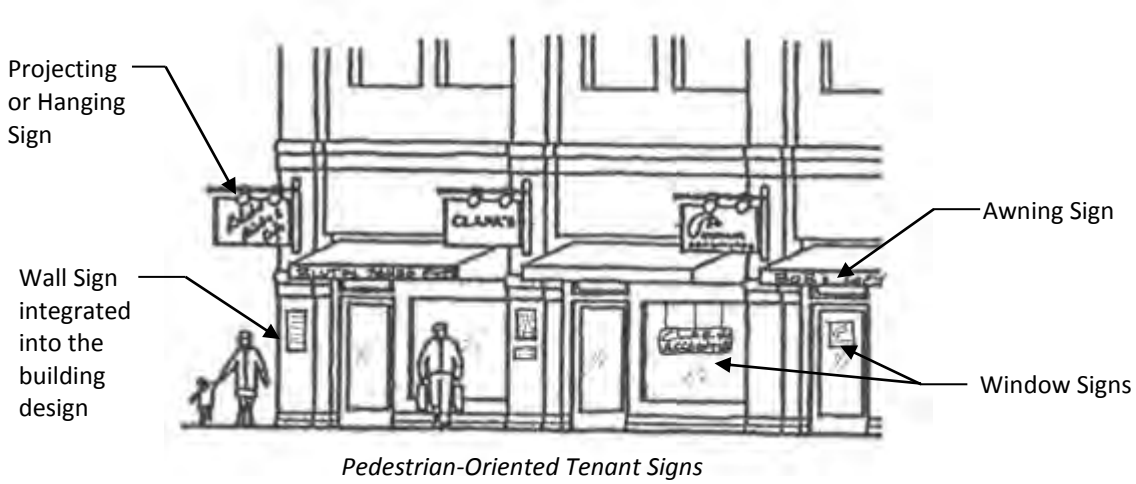
Projecting sign means any sign, all or any part of which extends beyond the surface of the building or wall by more than 16 inches.

Public Realm/Streetscape sign means any sign erected and maintained by public officials or public agencies, or approved and authorized for use by state or local governmental authorities.

*Sandwich Board Sign*s means a self-supporting, freestanding temporary sign with only two (2) sides that are situated adjacent to a business with the intent to attract pedestrian traffic to businesses. Sandwich board signs are not meant to be read by vehicular traffic.

Wall sign means any sign which is affixed to a wall of any building. This definition includes individual letter signs and signs on mansards.

Window sign means a sign installed inside a window, or any sign placed within a building for the purpose of being visible from the public right-of-way. This does not include merchandise on display.



Pedestrian-Oriented Tenant Signs

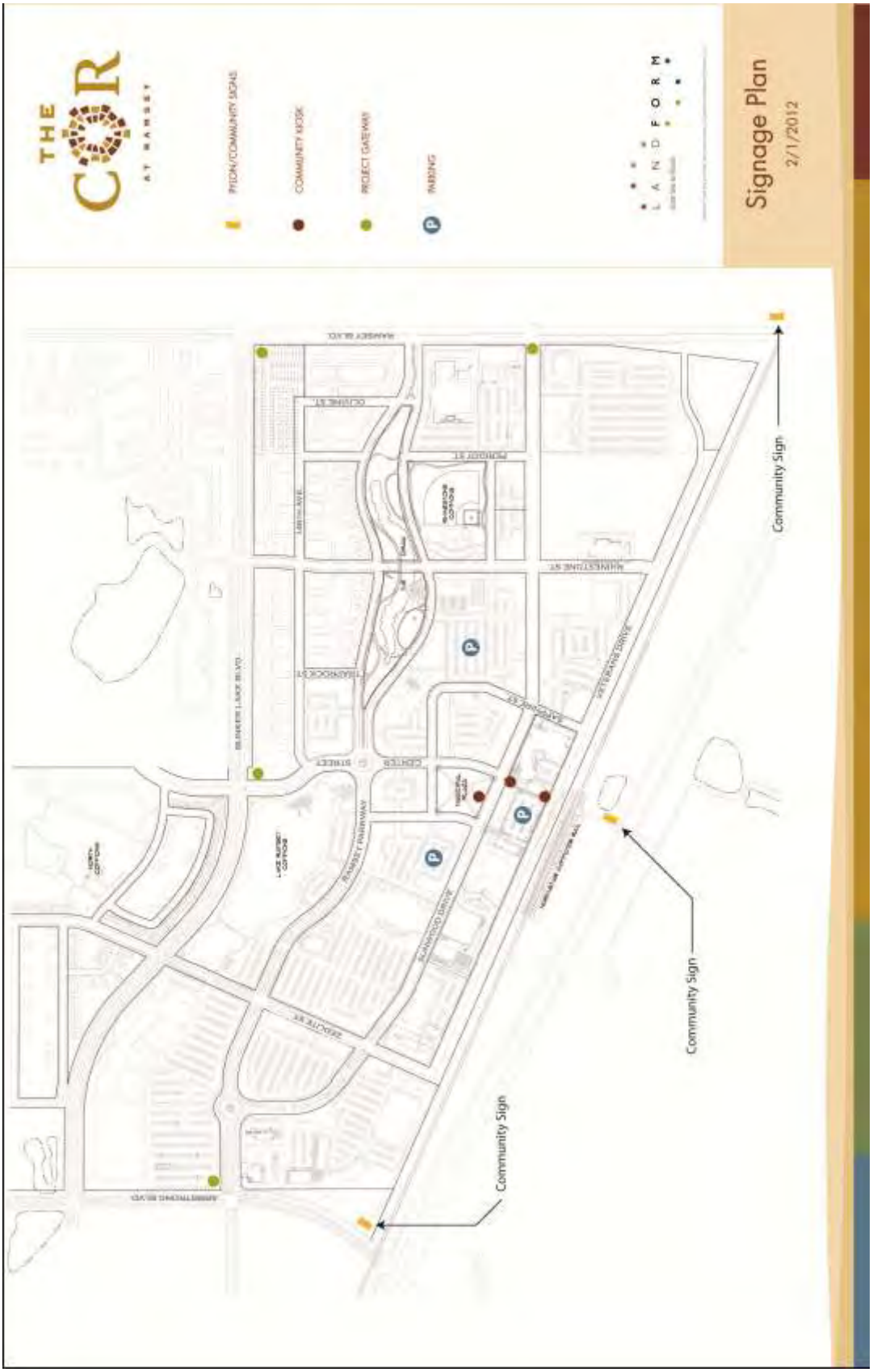


Figure 6: Signage Plan

Standards

Public Realm/Streetscape Signs

The pedestrian oriented nature of The COR requires unique signage the will build on the design concepts for The COR. These types of signs in include banner signs on the streetlights, kiosks, street signs, wayfinding signs, signage for public parking ramps, etc. As the design concept for The COR has been refined, so has the signage plan. The COR development manager shall develop standards for these public realm signs as part of the Master Sign Plan. The Master Sign Plan shall be incorporated by reference and may be updated from time to time. Such signage shall be allowed on public spaces as needed to provide information and wayfinding. No advertising shall be allowed on Public Realm/Streetscape Signs except for community events.

Community signs

Community signs include are planned to include three (3) signs on Highway 10, as shown on the Signage Plan (see Figure 6: Signage Plan). The signs include the existing Community Sign near the future transit plaza, the sign at the northwest corner of Highway 10 and Ramsey Boulevard and the planned sign at the northwest corner of Highway 10 and Armstrong Boulevard.

These off-site signs are allowed as shown on the signage plan and shall have consistent materials and colors. The Master Sign Plan shall detail the materials, colors and standards for these three (3) community signs. The Master Sign Plan shall include standards for which tenants shall be allowed on the community signs.

Desirable signs are designed to be architecturally compatible with buildings within the development and other signage within the development

Project Signs

Project signs are permitted within all COR sub-districts.

One (1) freestanding sign is allowed per building, provided that the following standards are met:

A. The building in which the advertising business is located, shall be set back a minimum of six (6) feet from a public street right-of-way.

B. The area of each face of the signboard shall not exceed six (6) square feet and the signboard shall not have more than two (2) readable faces

C. The height of the top of the signboard, or of any posts, brackets, or other supporting elements shall not exceed six (6') feet from the ground.

D. The signboard shall be constructed of wood, acrylic, aluminum or metal and shall be architecturally compatible with the style, composition, materials, colors and details of the building.

E. No part of the sign shall encroach on the right-of-way and its location shall not interfere with pedestrian or vehicular circulation.

F. Limited to one (1) sign per building and shall not be in addition to wall-mounted, applied letter or projecting signs.

G. The readable faces of the sign shall be perpendicular to the adjacent street.

In the COR2 District, the following signage shall be allowed:

A. Ground sign. There shall not be more than one (1) ground sign for each parcel. The gross surface area of a ground sign shall not exceed one hundred (100) square feet for each exposed face nor exceed an aggregate gross surface area of two hundred (200) square feet.

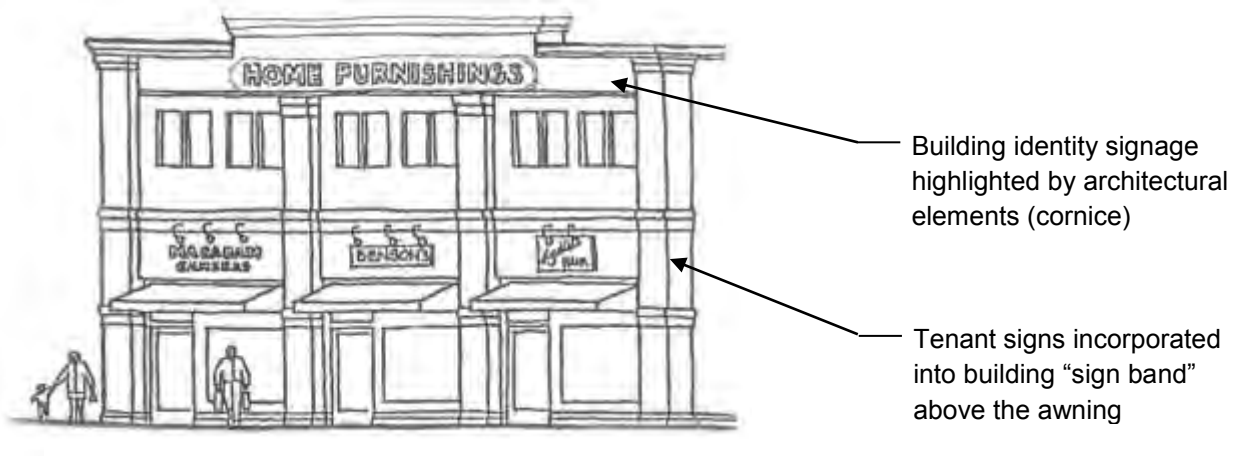
B. Menu board. One (1) on-site menu board per drive-up or walk-up lane of a drive-in restaurant up to a maximum of thirty-two (32) square feet each and a maximum height of three (3) feet. Menu boards are allowed a message on one (1) side only and cannot contain an advertising message.

C. Directional signs.

1. Directional or instructional signs are permitted in accordance with Section 117-463(l).

2. Parking lot directional signs designating parking area entrances and exits are limited to one (1) sign for each entrance and/or exit and shall not exceed four (4) square feet for each exposed face. Parking lot directional signs shall not project higher than five feet (5') in height, as measured from the established grade of the parking area to which such signs are accessory.

3. Parking lot instructional signs designating the conditions of use or identification parking areas shall not exceed eight (8) square feet and shall not project higher than ten (10) feet in height for wall signs and seven (7) feet in height for ground signs, as measured from the established grade of the parking area to which such signs are accessory.



Wall Signs

Wall signs are permitted within all COR sub-districts.

Wall signs shall be permitted on one (1) wall, except that lots with frontage on more than one (1) street may have signage on one (1) wall per street frontage.

Within the COR1, COR3, COR4 and COR5 districts, the following standards apply:

A. Wall-mounted or painted signs, provided the following standards are met:

1. The sign shall be affixed to the front facade of the building, and shall project outward from the wall to which it is attached no more than six inches (6").

2. Single Tenant Buildings. Each building shall be allowed one (1) wall sign per street frontage. Signage must be located on the street elevation. The area of the sign shall not exceed five (5%) percent of the ground floor building facade area or fifty (50) square feet, whichever is less.

3. Multi-Tenant Buildings.

    a. Each building shall be allowed wall signage on the street frontage elevation. For buildings with multiple street frontages, the allowable signage is per street frontage. Signage must be located on the street elevation.
    b. Each building is allowed wall signage that shall not exceed 5% of the wall area of the building façade adjacent to the street or 50 square feet, whichever is less.
    c. Tenant signage must be located on the tenant lease space.
    d. At least fifty (50%) percent of the allowed signage must be allocated to ground floor tenants and located on the ground floor.
    e. Signage is limited to a maximum of one (1) sign per business/tenant, except that tenants with frontage on multiple streets may be permitted to have signage on each street frontage.
    f. Multi-tenant buildings must have wall signs of similar design. Sign permits for tenants in multi-tenant buildings shall only be permitted by the City after the

building owner has submitted a comprehensive sign plan approved by the Zoning Administrator. The comprehensive sign plan for the building shall include similar design standards including sign material, color, style, spacing and size.

4. Signs for buildings facing Highway 10. Single or multi-tenant buildings that have frontage on Highway 10 or are separated from Highway 10 only by other public right-of-way, shall be allowed to have signage on that street elevation that is up to five (5%) percent of the wall area of that building façade with no maximum square footage.

B. Wall-mounted building directory signs identifying the occupants of a commercial building, including upper story business uses, provided the following standards are met:

1. The sign is located next to the entrance.

2. The sign shall project outward from the wall to which it is attached no more than six inches (6”).

3. The sign shall not extend above the parapet, eave, or building facade.

4. The area of the signboard shall not exceed three (3) square feet, with each tenant limited to one (1) square foot.

5. The height of the lettering, numbers, or graphics shall not exceed four inches (4”).

6. One (1) such sign is allowed per public building entrance and is allowed in addition to other permitted wall signage.

C. Applied letters may substitute for wall-mounted signs, if constructed of painted wood, painted cast metal, bronze, brass, acrylic or black anodized aluminum. The height of applied letters shall not exceed 12 inches.

D. Logos are considered signs and shall be included in the maximum allowable sign area.

E. Window or door signs, provided that the following standards are met:

1. The sign shall not exceed ten percent of the window or door area or four (4) square feet, whichever is less.

2. The sign shall be silk screened, hand painted, applied letters/graphics, neon tubing or other sign technologies that meet these standards.

3. Limited to one (1) sign per business, applied on either the window or the door, but not on both.

4. The sign shall not have an opaque backing of any type although smoked glass is allowed.

5. Window signage (includes graphics) shall be permitted on the same building walls that have, or are allowed to have, wall signage pursuant to Item A above. Window signage shall be deducted from the allowable wall signage area.

Within the COR2 district, where more conventional suburban development is expected, rather than the neo-traditional development planned for the other COR sub-districts, the following standards apply:

A. Wall, canopy or marquee sign. Total sign area may not exceed 15 percent of the front building facade. At least 50 percent of the signage area must be placed on the measured wall with remaining signage area, if desired, distributed on any other wall. Sign height shall not exceed the top of the parapet wall or, if no parapet wall, sign height shall not exceed the height of the eaves. The gross surface area of a wall, canopy or marquee sign may be increased by ten percent if such wall sign:

   1. Consists only of individual, outlined alphabetic, numeric and/or symbolic characters without background except that provided by the building surface to which the sign is to be affixed;

   2. Illumination, if any, is achieved through shielded illumination, shielded silhouette lighting, or shielded spot lighting but not any lighting where the light source is visible or exposed on the face or sides of the characters; and

   3. A wall, canopy or marquee sign may be located on the outermost wall of any principle building but shall not project more than 16 inches from the wall to which the sign is to be affixed. A wall sign shall not project higher than the parapet line of the wall to which the sign is to be affixed.

B. Window signs are restricted to 30 percent of the area of the window in which the sign is to be displayed.

In all COR sub-districts, restaurants and cafes shall be permitted one (1) wall-mounted display featuring the actual menu as used at the dining table, to be contained within a shallow wood or metal case and clearly visible through a glass front. The display case shall be attached to the building wall, next to the main entrance, at a height of approximately five feet (5'), shall not exceed a total area of two square feet, and may be lighted. This signage is allowed in addition to other permitted wall signage.

Projecting Signs

Projecting signs are permitted within all COR sub-districts.

Projecting signs, including graphics or icon signs, mounted perpendicular to the building wall, are encouraged in all sub-districts, provided the following standards are met:

A. The sign area shall not exceed six (6) square feet.

B. The distance from the ground to the lower edge of the signboard shall be ten feet or greater.

C. The height of the top edge of the signboard shall not exceed the height of the wall from which the sign projects, if attached to a single story building, or the height of the sill or bottom of any second story window, if attached to a multistory building.

D. The distance from the building wall to the signboard shall not exceed six inches (6”).

E. The width of the signboard shall not exceed three (3) feet.

F. Limited to one (1) sign per business. Projecting sign area shall be deducted from the allowable wall signage area.

G. Granted to ground floor commercial uses only.

Awning Signs

Awning signs are allowed in all COR sub-districts. Awning signs are allowed for ground floor uses only, provided that the following standards are met:

A. If acting as the main business sign, it shall not exceed 24 square feet in area, and the height of the lettering, numbers, or graphics shall not exceed 12 inches.

B. If acting as an auxiliary business sign, it shall be located on the valance only, shall not exceed four (4) square feet in area, and the height of the lettering, numbers, or graphics shall not exceed four inches (4”).

C. Limited to two such signs per business.

D. If acting as the main business sign, it shall not be in addition to a wall-mounted or applied letter sign.

Sandwich Board Signs

Sandwich board signs are permitted within all COR sub-districts.

A. One (1) sandwich board sign per business is permitted in any business, commercial and mixed use district and shall be located within five feet (5’) of the main building entrance to the business it advertises.

B. Sandwich board signs shall be displayed only during open business hours and must be removed daily.

C. Sandwich board signs shall be no more than a total of two feet (2’) in width and three feet (3’) in height

D. Sandwich board signs must leave a minimum of five feet (5') of clearance for pedestrian access if placed on a public or private sidewalk. Sandwich board signs may not hinder the ability of persons to access vehicles parked at the curb and/or access to a building.

E. Acceptable materials for sandwich board signs shall include the following: metal, wood synthetic materials such as a chalk board and whiteboard. Sandwich board signs shall not be illuminated, nor shall they contain moving parts, or have balloons, streamers, stringers, pennants or similar adornments attached to them. Sandwich board signs shall be maintained in a good appearance at all times.

F. No sandwich board sign shall be secured, tethered or installed on traffic devices, utility equipment, street furniture, street lights, or any other public fixture.

G. Sandwich board signs are temporary signs and shall not be counted towards the total sign area of the site for permanent signage.

Temporary Signs

Temporary signs are allowed per Section 117-465 (Temporary signs) of the Zoning Ordinance, except as noted below:

A. Freestanding temporary signs shall only be allowed in the COR1 District.

B. In all other COR districts, temporary signs shall be limited to temporary sandwich board signs or temporary wall signage.

Off-Site Signs

Off-site signs are prohibited except for wayfinding and community signage specifically allowed by the Design Framework.

Table 2

Sign Standards					
Development Standard	**COR1**	**COR2**	**COR3**	**COR4**	**COR5**
Project Signs					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign (maximum)	6 sq. ft./6 feet high	100 sq. ft./6 feet high	6 sq. ft./6 feet high	6 sq. ft./6 feet high	6 sq. ft./6 feet high
Menu Board**	N/A	1 per drive-through/36 sq. ft. max.	N/A	N/A	N/A
Directional Sign	N/A	Per 117-463(I)	N/A	N/A	N/A
Wall Sign					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign					
Single Tenant Building	50 sq. ft. or 5% of the ground floor façade area, whichever is less	15% of façade area	50 sq. ft. or 5% of the ground floor façade area, whichever is less	50 sq. ft. or 5% of the ground floor façade area, whichever is less	50 sq. ft. or 5% of the ground floor façade area, whichever is less
Multi-Tenant Buildings	50 sq. ft. or 5% of the façade area, whichever is less	15% of façade area	50 sq. ft. or 5% of the façade area, whichever is less	50 sq. ft. or 5% of the façade area, whichever is less	50 sq. ft. or 5% of the façade area, whichever is less
Building Facing Highway 10	5% of the façade area	15% of façade area	5% of the façade area	5% of the façade area	5% of the façade area
Window Sign					
Number of signs allowed	1	1	1	1	1
Size of Sign	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	30% of area of window. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.
Directory Sign					
Number of signs allowed	1 per building entrance	1 per building entrance	1 per building entrance	1 per building entrance	1 per building entrance
Size of Sign	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum
Projecting Sign					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide
Awning Sign					
Number of signs allowed	2 per business	2 per business	2 per business	2 per business	2 per business
Size of Sign	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.

*One (1) sign is allowed per street frontage (either wall or project)

**Restaurants and cafes in all districts are allowed one (1) wall mounted menu board not to exceed 2 sq. ft. in addition to other permitted wall signage.

Additional standards

A. Businesses with service entrances may identify these with one (1) wall-mounted or applied letter sign not exceeding two square feet.

B. One (1) directional sign, facing a rear parking lot. This sign may be any type of permitted sign other than a freestanding sign, but shall be limited to four (4) square feet in area.

Creative Sign Standards

A. *Purpose.* This section establishes standards and procedures for the design, review, and approval of creative signs. The purposes of this creative sign program are to:

1. Encourage signs of unique design, and that exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit; and

2. Provide a process for the application of sign regulations in ways that will allow creatively designed signs that make a positive visual contribution to the overall image of the city, while mitigating the impacts of large or unusually designed signs.

B. *Applicability.* An applicant may request approval of a sign permit for a creative sign to authorize onsite signs that employ standards that differ from the other provisions of this chapter but comply with the provisions of this section.

C. *Application Requirements.* A sign permit application for a creative sign shall include all information and materials required by the City.

D. *Procedure.* A sign permit application for a creative sign shall be subject to review and approval by the City as part of the Site Plan review process. When the creative sign is proposed after site plan review is complete, a creative sign may be approved by the Zoning Administrator when the proposed sign is fifty square feet or less, and shall be approved by the City Council when the sign is larger than fifty square feet.

E. *Design Criteria.* In approving an application for a creative sign, the review authority shall ensure that a proposed sign meets the following design criteria:
   1. Design Quality. The sign shall:
      a. Constitute a substantial aesthetic improvement to the site and shall have a positive visual impact on the surrounding area;
      b. Be of unique design, and exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit; and
      c. Provide strong graphic character through the imaginative use of graphics, color, texture, quality materials, scale, and proportion.

   2. Contextual Criteria. The sign shall contain at least one (1) of the following elements:
      a. Classic historic design style;
      b. Creative image reflecting current or historic character of the City;
      c. Inventive representation of the use, name, or logo of the structure or business.

3. Architectural Criteria. The sign shall:
    a. Utilize or enhance the architectural elements of the building; and
    b. Be placed in a logical location in relation to the overall composition of the building's façade and not cover any key architectural features and details of the façade.

4. Neighborhood Impacts. The sign shall be located and designed not to cause light and glare impacts on neighboring residential uses.

Prohibited signs

The following signs are prohibited:

A. Box signs or cabinet signs, whether on a wall, projecting or on canopies are prohibited except for logo signs permitted as part of an overall sign plan.

B. Signs employing mercury vapor, low pressure and high pressure sodium and metal halide lighting; plastic panel rear-lighted signs.

C. Signs on roofs, dormers, and balconies.

D. Billboards.

E. Signs painted or mounted upon the exterior side or rear walls on any principle or accessory building or structure, except as otherwise permitted hereunder.

F. Free standing pylon signs over six (6) feet in height, except community signs.

G. Back-lit awnings.

H. Interchangeable letter boards or panels.

I. Flashing signs.

J. Off-premises signs, except community signs.

Overall Framework – Stormwater Management

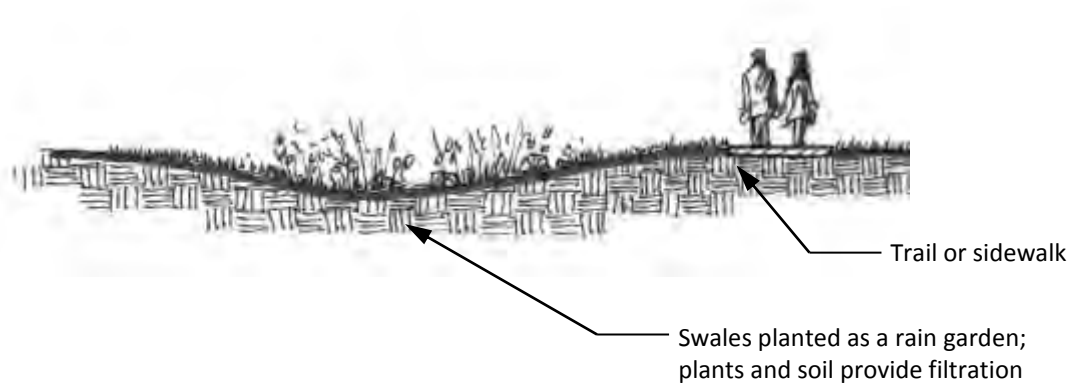
Overview

Water features and drainage systems are essential components of The COR Master Plan. The mix of ponds, streams, fountains and other water elements will provide focal amenities and year round activities within the framework of an environmentally responsible, visually pleasing strategy to manage stormwater. Because the Mississippi River is a restricted discharge water of the state, and because we are creating a new discharge from this development, each sub-district and each site has a responsibility to utilize 'best management practices' (BMP) to pretreat run-off, reduce erosion and encourage infiltration, with the understanding that regional treatment will be provided. Water elements are not intended to be separate stand-alone features, but instead should be integrated with the variety of parks, trails and public open space proposed for The COR. Water and landscape should be designed and utilized within multipurpose areas that accommodate both active and passive recreational use.

Objectives

Integration of water and landscape, design creativity, use of high quality materials and safety concerns are the critical objectives to be met – the following examples illustrate only a few of many possibilities:

- Innovative new products, such as special soil systems (Netlon, structural soils), pervious pavements for parking areas, storm ceptors, underground storage and other creative techniques should be used to BMP standards
- 'Green architecture', expressed through green roofs, gray water recycling and other techniques should be included to reduce the impact of new development on stormwater systems
- Water feature design should include both formal elements (such as reflecting pools or fountains) and natural/informal forms (such as ponds, streams, waterfalls) and should explore creative ways to integrate wetland/rain garden landscapes with active, urban spaces.



Guideline Recommendations

This framework not only defines the overall role and character of The COR, but also encourages each development parcel to address the following:

- **Create** signature water features (ponds, pools, fountains, waterfalls, etc.) as major visual amenities throughout The COR
- **Promote** high quality, creative and appealing aesthetics for all system elements
- **Integrate** stormwater management components (meeting both water quality and quantity requirements)

A great deal of time and effort has gone into the calculation and design of a 'watershed-based' stormwater management plan to support COR development. While this overall strategy addresses the water quantity issue for the entire COR by providing storage and conveyance facilities for storm events, individual development projects (block-by-block) have an equal responsibility to meet water quality standards as a primary goal. Each project should integrate a variety of techniques, materials and methods to promote multiple use, maximum flexibility, improved aesthetics for parking areas, park spaces, drainage swales and other site features.

Overall Framework – Parks/Public Spaces

Overview

The overall design framework of The COR is based on a system of linked parks, trails and open space. The City of Ramsey, Anoka County, and to some extent, the State of Minnesota all play a role in local and regional parks programming, design review, construction sequencing, implementation and ultimately maintenance and operation of key public spaces within this framework. The goal is to link existing and proposed parks and trails defined in regional park plans with proposed new parks and trails within The COR. Of equal importance is the contribution from each block and each development project to this network of green, adding a variety of private, semi-private, and perhaps some additional public space throughout The COR. Private development will share the responsibility to provide inviting, innovative and useable green space as integral parts of individual parcel site design.

Guideline Recommendations

The Design Framework encourages the following:

- Work with the City to create an integrated, comprehensive open space system that links with existing city and county trails and open space networks
- Encourage private development (block-by-block) to share in the responsibility to provide inviting, innovative and useable green space as integral parts of each development project
- Integrate stormwater management components (meeting water quality and quantity requirements) within both public / private park and open space improvements

Together, the system of public and semi-public green space will result in a welcoming public realm throughout the new community.

Objectives

Based on the Development Master Plan for The COR, a variety of public and private green space is proposed including:

- Each block and each project will provide intentional, creative, innovative, useable green areas as integral components of site development and building design.
- At the individual block scale, small squares and greens will provide places for gathering and relaxation, especially targeted to meet the demands of adjacent, or nearby buildings. Elements such as gardens, gazebos and fountains should characterize these more intimate public spaces.
- At the neighborhood scale, parks will provide space for more active recreation, and should be flexible enough to accommodate a variety of recreational activities.
- Playgrounds, game fields and park buildings are park amenities that will target a wider user demand from the surrounding community.

- The Municipal Plaza will connect with all other parks and open space elements, providing a focal point for activity and a sense of place. Gardens, public pavilions and shelters, play lots and open play fields are amenities that will provide built-in flexibility to meet the demands of both the local population and regional visitors to The COR.

Part Two: Sub-district Framework

Overview

The Master Plan and Zoning Ordinance identify five (5) distinct sub-districts within The COR. Each of these sub-districts is defined by a unique mix of uses, specific site development patterns and perhaps a distinctive character or image. The sub-districts complement one another as part of the overall plan. The sub-districts are shown the attached Sub-district Map (Figure 7: Sub-district Map). They include:

- **COR1 Mixed Use Core** – provides the broadest variety, highest density and greatest intensity of development, encouraging both vertical and horizontal mixed use
- **COR2 Commercial** – provides a location for larger scale retail and other auto-orientated commercial uses
- **COR3 Workplace** – provides a location for uses with high concentrations of employees, such as medical/technology related office, and other corporate or institutional uses
- **COR4 Neighborhood** – provides opportunities for a range of housing types from small lot single family to townhouse, to high density senior or rental apartment
- **COR5 Park and Open Space** – preserves environmental features and provides neighborhood/community amenities throughout The COR

Development plans must respond to the overall COR Design Framework described in Part One of this document, but also must address the following detailed framework standards for each sub-district. To further clarify and illustrate proposed features in the Master Plan, these sub-district guidelines are organized under the following categories:

- Public Realm / Streetscape Framework
- Site Design Framework
- Architectural Framework

In all cases, the sub-district framework must be applied in harmony with the overall COR framework and with other existing city, county, state codes, design criteria, plans and studies that support broader goals for regional growth and development. However, within each district, development standards shall be based, in part, on the street hierarchy established in The COR.

Public Realm/Streetscape

A. The developer shall be responsible for construction of all streetscape improvements along adjacent streets. These improvements include all hardscape improvements, such as trails, sidewalks, benches, bike racks, etc., as well as street trees and other greenscape.

B. The landowner shall be responsible for maintenance of the streetscape improvements along adjacent streets. Such maintenance may be managed as part of a Special Service District (SSD) or similar.

Plazas

A. All properties with principal buildings in excess of 30,000 square feet shall be required to have a public plaza space.

B. The public plaza space shall include benches, bike racks trash receptacles, lighting fixtures and other amenities to create a welcoming space for tenants of the building and members of the public.

C. These plaza spaces should be visible from the public street.

Architecture

These architectural framework standards provide an important balance between design continuity, desirable variety and the notion that buildings should complement, and perhaps contrast, but not compete with one another. The lasting appeal of the final outcome must be grounded in the authenticity of the design and the acceptable level of 'messiness' that comes with creating a real downtown over time; 'faux' second floors, stage set or themed solutions, and large faceless buildings are not acceptable.

Auto Versus Human Design: Providing rear alleys or side loaded garages enables the home to present itself to the street, which promotes sociability and walkability.

Minimum Standards

Definitions

Build to line: The line at which construction of a building facade is to occur on a lot. The build to line provides a maximum setback for all building facades from the right-of-way or inside edge of the sidewalk, whichever is greater. The build to line applies to all facades abutting a street right of way. Build to line standards are based on the sub-district the parcel is located and the street in which the building is located upon.

Setback: The minimum required distance between a parking lot or the vertical wall of a building and a lot line. Setbacks are typically more flexible than build to lines and allow a building to be set further back from the lot line and street right-of-way.

Requirements:

A. Additional development standards shall be defined within each sub-district.

B. Provide a diverse mix of materials, applied in a variety of proportions, exposures and detailing within a block, or along a street.

C. Buildings should be articulated to break up the mass of the building façade on all elevations. Large blank exterior walls shall be prohibited. Windows are encouraged to be used to break up the mass of the building. Rooflines and building elevations should be articulated to break up the mass of buildings. Buildings must be broken at a minimum of every fifty (50) feet. This variation can be accomplished through one (1) or more of the following:

1. Wall face variations (minimum depth of two (2) feet)
2. Pilasters or columns (minimum depth of two (2) feet)
3. Upper wall break in color and/or materials (minimum of 2/3 up the height of the wall)
4. Wainscot (minimum of four (4) feet high)
5. Canopies (minimum four (4) foot width)
6. Corner and demising wall or building separations

More Desirable

D. Each development application must list building materials, roofing materials and building colors on the plans. Building articulation, mechanical screening by architectural elements and design elements on all building elevations must be identified on the plans. The plans shall be subject to City review and approval to ensure that the design intent of the Framework has been met.

Less Desirable

E. Building materials shall be high-quality durable materials, such as glass, stone, brick, windows, canvas awnings, etc.
   1. Use local sources if available
   2. Siding is not allowed (vinyl, metal, wood) except as a complimentary use
   3. Use clear or lightly tinted glass for all windows and doors – mirrored, reflective or highly tinted glazing is not acceptable
   4. Metal and wood components are acceptable as a complimentary, not primary, building material
   5. COR1 sub-district buildings shall be primarily brick or a comparable alternative and shall comprise a minimum of fifty (50%) percent of the non-glazed wall area

F. Residential development should provide variety within the subdivision to avoid monotony. Developers will include front porches and windows that face all streets. Corner units shall have more than one (1) window per side of building to help create a sense of place in the community and promote safety on the street.

G. Garage forward or “snout houses” are highly discouraged on all residential development as they dominate the view from the street and sidewalk.

H. All sides of buildings shall have an equal finish in terms of materials and general design.

I. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.

J. Building massing shall be oriented parallel to the street frontage of the lot.

K. Trash and recycling areas shall be designed internal to the building.

L. Provide recessed entries wherever possible.

M. Buildings shall have a base and top to the architecture.

N. Multi-story buildings are preferred in the COR1 sub-district, but occasional single story buildings are acceptable; single story buildings should not dominate any street frontage and should be a minimum of twenty (20) feet to the roofline.

O. Maximize glass openings for all ground level, street front façades – especially for retail, restaurant and other commercial uses – fifty (50%) minimum of total ground level façade, or demonstrate great design through other means.

P. Provide real window openings for all street facing façades above ground level in all districts–a minimum of forty (40%) percent of total façade.

Residential uses in COR4 and COR5 must also comply with the following:

A. Location of main entrance

1. A building must include a front porch or covered balcony/patio at all main entrances that face a street. The porch or stoop shall adjoin the main entrance and the main entrance shall be accessible from the porch.
2. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.

B. *Porches*: Porches used to satisfy the design criteria shall comply with the following:

1. Porches shall be covered by a solid roof. The roof shall not be located more than 12 feet above the floor of the porch. If the roof of a required porch is developed as a deck or balcony, it may be flat.
2. The porch shall have minimum dimensions of 6 feet by 6 feet. (6' x 6'). For single-family detached dwelling units, the covered area provided by the porch must be at least

forty-eight (48) square feet and a minimum of eight (8) feet wide. If the main entrance is for more than one (1) dwelling unit, the covered area provided by the porch must be at least sixty-three (63) square feet and a minimum of nine (9) feet wide.

C. *Covered balconies/patio:* The covered area must be at least forty-eight (48) square feet, a minimum of eight (8) feet wide, and no more than fifteen (15) feet above grade. The covered area must be accessible from the interior living space of the house.

D. *Openings between porch floor and ground:* Openings of more than one (1) foot between the porch floor and the ground must be covered with a solid material or lattice.

E. Roofs

1. *Slope:* Principal structures must have a roof that is sloped, with a pitch that is no flatter than six (6) units of horizontal run to twelve (12) units of horizontal rise.
2. *Architectural features:* The roof of a principal structure shall include the following architectural details:
   a. At least one (1) dormer facing the street. If only one (1) dormer is included, it shall be at least five (5) feet wide and shall be centered horizontally between each end of the front elevation. If more than one (1) dormer is provided, a dormer at least four (4) feet wide must be provided on each side of the front elevation; or
   b. A gabled end, or a gabled end of a roof projection, facing the street.
3. *Roof eaves:* Roof eaves must project from the building wall at least twelve (12) inches, measured horizontally, on at least the front and side elevations.

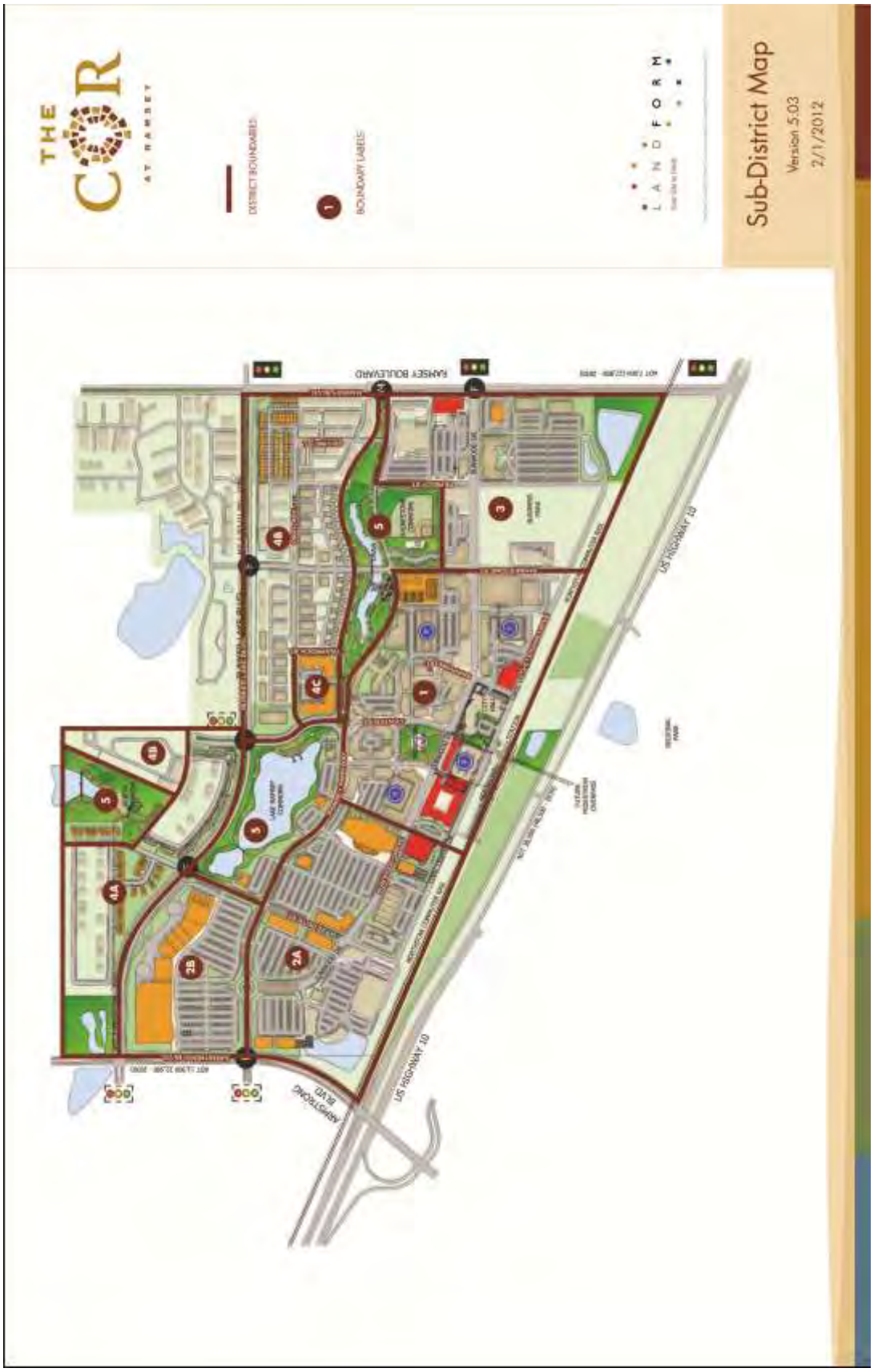


Figure 7: Sub-district Map

Sub-District Framework - COR1 Mixed Use Core

Public Realm / Streetscape

Public realm and streetscape improvements define the character of The COR and create a memorable signature for the Mixed Use Core sub-district. This is the most urban of all sub-districts in The COR and will be developed with a very urban pattern. Great parks and great streets, encourage intensified levels of activity, support the proposed mix of uses, invite community gathering and accommodate special events throughout the year.

Site Development

Framework standards that address building location, organization of space and parking options tend to focus on what can be measured – dimensions, setbacks, number of spaces and so on. But in addition to these issues, the Design Framework also describes the aesthetic qualities and design character of a preferred 'urban form' for the Mixed Use Core. The compact and higher density blocks that define this sub-district encourage a mix of uses, with a continuous built edge along street frontage. Innovative parking strategies support this mix, providing easy access to destination shopping, restaurant and entertainment venues. Together these elements will promote the core area as the center of activity – the place to see and be seen within The COR.

Architecture

Buildings in the Mixed Use Core will play a major role in defining the overall character of The COR. The proposed mix of uses for this signature destination suggests the potential for a variety of building types, demanding creativity and innovation to highlight unique architecture, while knitting the entire sub-district together as a coherent whole. Overall building design is an important consideration, but emphasis on first floor façade treatments is essential to encourage street-level activity and enhance the pedestrian experience. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 3

COR1 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	20 feet	20 feet	20 feet	20 feet	20 feet	20 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [1]	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.75	.75	.75	.75	.75	.75
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR2 Commercial

Public Realm / Streetscape

While the Commercial Sub-district encourages a mix of large and small floor plates accommodating auto-oriented uses, this suggests even greater attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. Surface parking lots provide convenient access to storefronts, but present an additional challenge to the overall visual character and aesthetic appeal of this area. While no large public parks are identified for this sub-district, small pocket parks, squares or other gathering spaces are encouraged. A consistent, attractive streetscape is also essential.

Site Development

Site Design Framework for this sub-district focus on a unique opportunity to recast typical commercial development patterns into a contemporary and innovative strategy that responds to overall objectives for The COR. Specifically, this suggests that the majority of buildings front on the primary through streets, with parking and service areas on the side or in the back, away from view. However, the market realities suggest that the types of auto-oriented users in this district will have the potential for larger parking fields and drive-throughs that will make a true urban model challenging. The City will hold all users to this design vision while modifying the COR2 standards slightly to accommodate these types of more typical suburban land uses. A mix of uses within individual blocks, including retail, restaurant and residential, further enhances this model, addresses design character/aesthetics and promotes activity throughout much of the day and evening hours.

Architecture

Buildings in the Commercial Sub-district make a significant contribution to first impressions of The COR. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey a certain character and the scale or massing of structures begins to define the feel or experience of this place. These are not just 'commodity' buildings, but instead should raise the bar in terms of overall design and specific details that make The COR unique, inviting and memorable. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 4

COR2 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Minimum lot depth	100 feet	100 feet	100 feet	100 feet	100 feet	100 feet
Allowable residential density in dwelling units per acre [1]	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	30 feet as measured from building front to right-of-way[2][3] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.
Planter Style	N/A	Boulevard Sod	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	6 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least forty (40%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply only to one (1) street frontage.
   1. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.
   2. The City may approve a variation from the required build to line if the applicant provides a street edge consisting of fencing, decorative wall and/or landscaping with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the

level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the forty (40%) percent required on all street frontages.

Sub-District Framework - COR3 Workplace

Public Realm/Streetscape

The Workplace Sub-district also encourages a mix of large and small floor plate buildings, but instead of commercial or entertainment, this area of The COR is dominated by office and institutional uses. With opportunities for corporate or medical campus development comes the attendant auto-related infrastructure – easy access, bigger streets and large surface parking lots. Once again, this suggests that equal attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. The Draw, an active, neighborhood scale, recreational play space has been included in this sub-district, but small pocket parks, squares or other gathering places are also encouraged. In addition, streetscape improvements provide an important public amenity and inviting pedestrian connection to adjacent sub-districts.

Site Development

The mix of medical, office, institutional and other uses in this sub-district suggest the potential for a campus-like arrangement of buildings on some blocks. These blocks would tend to be more internally oriented than in other districts, with driveways, parking lots, courtyards and walkway connections in the center, ringed by buildings around the outside. Buildings would still face adjacent streets, with both primary and secondary entries provided to animate these important façades, particularly along Ramsey Boulevard, Sunwood Drive and Rhinestone Street. While the Workplace sub-district also encourages mixed use, this desired development objective will likely occur mostly within blocks, not within individual buildings as seen in other districts.

Architecture

Buildings in the Workplace Sub-district also make a significant contribution to first impressions as people enter The COR via Highway 10, Ramsey Boulevard and Sunwood Drive. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey quality and permanence, and the scale or massing of structures begins to define the feel and character of this place. The proposed mix of uses within this sub-district suggest a variety of potential building types – blending medical campus with small office, storefront and some housing -- demands design creativity and innovation to highlight unique architecture, and knit the entire sub-district together as a coherent whole. Architecture to be ‘4-sided’ at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 5

COR3 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	40 feet	40 feet	40 feet	40 feet	40 feet	40 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [1]	none	none	none	none	none	none
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.25	.25	.25	.25	.25	.25
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR4 Neighborhood

Public Realm/Streetscape

Two prominent public parks supply much of the informal green space for The COR, and more specifically, provide the valuable park frontage and mix of amenities needed to support housing development within the Neighborhood Sub-district. North Commons surrounds an existing wetland and provides open space for year-round activities including a proposed sledding hill. The sub-district is adjacent to The Draw, which is characterized by wetlands, ponds and a meandering stream channel surrounded by gently sloping hills. Other park features include active and passive recreation areas, natural and manicured landscapes, education and interpretation opportunities, pedestrian and bicycle trails and many other amenities. Tree-lined streets connect these parks to surrounding residential neighborhoods and to nearby parks and amenities throughout The COR.

Site Development

The Neighborhood Sub-district emphasizes residential development. To support the proposed mix of housing, a framework of streets and blocks, based on the traditional grid system, encourages compact development patterns with increasing densities closer to the heart of The COR. Typical blocks either front onto signature parks or include some private green space within the site; many blocks have both. The arterial streets that frame this property, including Ramsey, Armstrong and Bunker Lake Boulevards, provide an important 'face' for this sub-district. Residential front doors will connect with public walks along each of these streets promoting the urban character of The COR.

Architecture

The largest in terms of overall acreage, the Neighborhood Sub-district will define the character and quality of the entire northern half of The COR property. With prominent street frontage along most of the major thoroughfares that serve this site, the variety of choices for building type, architectural style and design detailing are crucial decisions that together will promote a safe and attractive residential neighborhood. Integrating contemporary and traditional styles is also an important consideration, central to the notion that a unique and creative model for housing development will be a signature for The COR. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 6

COR4 Development Standards						
	Arterial Street	**Destination Street**	**Parkway**	**Connector Street**	**Downtown Street**	**Local Street**
Minimum lot size	None	None	None	None	None	None
Minimum lot width	20 feet	20 feet	20 feet	20 feet	20 feet	20 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [(1)]	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.25	.25	.25	.25	.25	.25
Build to Line						
Front yard[(4)]	30 feet as measured from building front to right-of-way[(2)(3)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR5 Parks & Open Space

Public Realm/Streetscape

The overall structure of The COR is based on a system of linked parks, trails and open space. This includes existing and proposed parks and trails defined in city and regional parks plans, joined with new parks and trails within The COR. Of equal importance is the contribution from each block and each development project to this green structure, adding a variety of private, semi-private and perhaps some additional public space throughout each sub-district. Great strolling streets provide connections between commercial, workplace, entertainment and residential neighborhoods and encourage shared use for cars, pedestrians and bicycles.

Site Development

The COR Master Plan illustrates a strong framework of green space, including a mix of public parks, destination amenities, courtyards, commons and other features. As a key component of the overall plan, this integrated system of parks, trails and open space provides the framework around which all other land uses are organized. Placemaking and connectivity are important site development considerations, linking each block and each sub-district with major public spaces nearby and with many other amenities and attractions in The COR.

Architecture

There are numerous opportunities to include buildings and other structures as significant design features within the proposed parks, trails and open space system for The COR. These could range from simple picnic shelters and landscaped arbors to more complex park buildings that might contain meeting rooms, rest rooms, storage areas and other facilities. Design of these important buildings should respond to the specific setting and landscape features in each park, and complement the overall character and quality of buildings located within surrounding blocks. Additionally, limited retail is planned along the perimeter of the park.

Table 7

COR5 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	0.5	N/A	0.5	0.5	0.5	0.5
Minimum lot width	N/A	N/A	N/A	N/A	N/A	N/A
Minimum lot depth	N/A	N/A	N/A	N/A	N/A	N/A
Allowable residential density in dwelling units per acre [(1)]	N/A	N/A	N/A	N/A	N/A	N/A
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	N/A	N/A	N/A	N/A	N/A	N/A
Build to Line						
Front yard[(4)]	30 feet as measured from building front to right-of-way[(2)(3)] (60% of front facade w/in max.)	N/A	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)
Side yard	no req.	N/A	no req.	no req.	no req.	no req.
Rear yard	no req.	N/A	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet	N/A	25 feet	25 feet	25 feet	25 feet
Building height (min. - max.)	1-2 stories.	N/A	1-2 stories.	1-2 stories.	1-2 stories.	1-2 stories.
Planter Style	N/A	N/A	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	N/A	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	N/A	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	N/A	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. Where commercial buildings are planned, at least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Implementation

Introduction

This framework provides distinct strategies for guiding The COR's form and appearance. This framework's vision for the COR will take several years to implement. Successful implementation will require consistent application of the Design Framework by City staff. Zoning enforcement and design framework standards will not succeed without the cooperation and commitment of landowners, development interests, and the rest of the community.

Design Review

The Design Framework will be administered by staff as part of the development review process. Staff will incorporate design review to ensure compliance with the Design Framework as a standard step in the development review process.

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APPENDIX A:
SPECIFICATIONS AND DETAILS

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Appendix A: Specifications and Details

Design Framework – The COR

Purpose

The primary purpose of Design Framework is to set basic parameters, describe preferences and illustrate design intent. These framework standards serve as a framework within which creative design can and should occur – there is no one solution, but many options that meet the basic requirements of this document.

Application

The format and content of this framework are specifically tailored for use as a supplement to the Zoning Ordinance. This document is organized into two sections. The first section outlines issues and recommendations that apply to the entire COR. The second section highlights specific framework that apply to each sub-district within The COR. The City of Ramsey has adopted Development Plan 5.03 as the Master Plan for The COR. This master plan provides illustrative guidance for building locations and orientation. Any changes to this approved master plan must be reviewed and approved by the City Council as part of the development application. This Development Plan will be updated by the City as changes are approved.

Implied Responsibility

All participants in the development of The COR recognize the local and regional impacts of this project and the various systems that play an important role. Each parcel and each building must fit within the context of the entire plan. Individual projects must complement, not compete with, adjacent development in terms of public green space, walk and trail connections, stormwater management solutions, street layout, parking strategies, land use mix and building design.

Part One: Overall Framework

There are a number of framework standards that apply to the entire COR, including recommendations for stormwater management, parks, streets, land use, parking, transit and other development components. Many of these overall COR framework standards overlap, or are integrated with one another. For ease of discussion they are categorized according to the same list of 'layers' that formed the basic structure for the Master Framework:

- Context – local, city, regional
- Street Hierarchy--access, circulation, arrangement
- Streetscape—preferred design, location
- Parking -- quantity, location, type
- Building Design-- preferred uses, horizontal/vertical mixed use, built form, character of development
- Signage—design, location, quantity, type
- Stormwater Management-- surface water features, stormwater management
- Parks/Public Spaces – parks, trails and open space

It is essential that proposed design solutions for development projects and other improvements within The COR demonstrate an understanding of the interplay between these layers.

Overall Framework - Context

Overview

The COR is a unique area within the City; but it is a part of, and connected with, a variety of local, city-wide and regional systems ~~(See Figure 1: Development Master Plan 5.03).~~ Each development project, whether a single building, one lot, or a series of blocks, must provide reasonable links to these systems as a primary design objective.

Guideline Recommendations

To ensure that The COR takes full advantage of local and regional systems, development should:

- Provide safe, easily recognized connections to city, county and state trail corridors
- Make provisions for city and regional transit service and amenities (including the Northstar Line) and encourage their use
- Tie into, and improve, the Ramsey utility network
- Integrate with and complement the existing (and future) street framework
- Become an integral part of the city and county drainage/stormwater management plan

Objectives

- Overall COR design (and all new private development within The COR) will accommodate stormwater from new projects and from off-site, and highlight stormwater features as an amenity
- Bikeways and pedestrian routes into The COR from adjacent neighborhoods must be designed for safety and ease of access, suggesting that a person on a bicycle has an equally accessible route to downtown.
- Parks and open space will be easily accessible to all COR residents, visitors, people who work here and also for the citizens of Ramsey and the surrounding area. This connected green system is reminiscent of the world renowned 'Grand Rounds' of Minneapolis.

THE COR
RAMSEY, MINNESOTA
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
NORTH
0
300
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DEVELOPMENT PLAN 6.1
09.06.2012
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BUNKER LAKE BLVD
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PAGE No. 1 of 1

Overall Framework – Street Hierarchy

Overview

The Development Master Plan defines a specific strategy for the layout of streets and blocks within, and around The COR. The size, type and configuration of this street hierarchy (See Figure 2: Street Hierarchy) is based on a combination of projected traffic volume, level of service at intersections, proposed adjacent land use (destination commercial, residential, civic, recreation, etc.) and desired aesthetic character.

Great streets are essential components of an attractive and inviting public realm. These guidelines promote a street system that balances pedestrian and vehicular use. Providing streets that support traffic flow is important, but also creating ample space for street-side activities, strolling promenades, pockets of green and other amenities is critical to the success of The COR. Streets will promote convenient access by car – to storefronts, to parking lots and ramps, to entertainment attractions – but will also encourage foot traffic as a primary way to move about and conduct business in the core area.

Guideline Recommendations

The proposed street and block pattern reflects a compact urban character, not allowing dead end streets or cul-de-sacs, in favor of a traditional grid pattern and connected streets including the following:

- Provide a street network that distributes pedestrian and vehicular traffic throughout the various districts in The COR and encourages a more dispersed and less congested traffic flow (many choices or travel paths).
- Provide a clear hierarchy of streets resulting in a simple and understandable system for movement – easy access and convenient circulation throughout The COR.
- Work with Anoka County to convert primary perimeter streets (arterials such as Ramsey, Armstrong and Bunker Lake Boulevards) to urban street sections, providing sidewalks and street trees to replace roadside ditches.
- Promote improvements that invite pedestrian and bicycle use including wide sidewalks, streetscape amenities and designated bicycle trails (both on and off-street).

Objectives

Creative design solutions for public realm improvements should reflect these basic street classifications (street hierarchy) including:

- Arterial street – these streets provide the boundary of The COR and all access into The COR will be from one of these three streets:
  - Bunker Lake Boulevard
  - Armstrong Boulevard
  - Ramsey Boulevard
- Destination street – signature addresses for shopping, entertainment, services, work place and other primary amenities
  - Sunwood Drive

- Parkway – premier 'green streets' adjacent to primary public park / green space, with more landscaping than other streets in The COR
  - Ramsey Parkway
  - Center Street (north of the roundabout)
- Connector street – primary routes that link various districts within The COR, usually providing the most direct means of getting from point A to point B
  - Rhinestone Street
  - Zeolite Street
  - Veterans Drive
- Downtown street – the most urban of street sections where high pedestrian traffic is intended and traffic calming measures such as on street parking, bump outs and other methods will be employed
  - Center Street (south of the roundabout)
  - Sapphire Street (north of Sunwood)
  - Other streets as shown on the Street Hierarchy Map
- Local street – neither destination nor primary connector routes, these streets provide much of the rest of the street grid throughout The COR.

These street hierarchy classifications are intended to provide guidance regarding the streetscape, but it should be noted that within a street classification, there may be construction or design distinctions, based on the sub-district classification. For example, Sunwood Drive is defined as a destination street throughout The COR, but the design may be different between the COR1 and COR2 sub-districts. The Master Streetscape Map will provide design direction.

Figure 1: Street Hierarchy Map

Transit Overview

The COR is designed to be a Transit Oriented Development (TOD) in a variety of ways that go beyond providing a walkable public realm and connected street grid. The Master Plan also includes a multimodal transit station, with dedicated commuter parking, integrated with other uses at the heart of the retail, restaurant and entertainment district. This station functions as a hub where local circulator transit comes together with regional transit service and the Northstar Corridor. The COR is the Twin Cities' first and only transit-oriented development along the new Northstar Commuter Rail Line. Ramsey Station at The COR will open for riders boarding the train in November 2012. As Northstar's most visible station, The COR will immediately bolster the ridership on the line and continue to build recognition for this regional service.

Transit components include the following:

- Ramsey Star Express service provides peak period, peak direction bus service between downtown Minneapolis and Ramsey until the Northstar Commuter Rail station stop is complete
- Northstar Commuter Rail provides train service between Big Lake and downtown Minneapolis
- 350 park and ride parking spaces are provided for commuters adjacent to the transit station
- Pedestrian and bicycle connections are emphasized in the Master Plan as major links between the transit station, various districts within The COR and into the surrounding neighborhoods
- The COR can accommodate Metro Mobility, citywide circulator bus or town trolley connections as part of local and regional service to the transit station

The COR also encourages developers to participate in a Travel Demand Management (TDM) program to both assist and encourage residents and visitors to take advantage of the various modes available for their commuting and travel needs. The TDM program draws from incentives and services available through Anoka County and Metro Commuter Services that match riders with carpools and vanpools, provide discounted transit passes and manage work hours among other functions.

- Developers shall submit a TDM plan with their site plan application for new development and work with the City to implement their plans.

Transit Guideline Recommendations

Transit is an important component of the overall plan, with expectations for more ridership, using a greater range of transit options as they become available. More people, together with the mix of activities and amenities in The COR, encourages better designed, better connected transit service. It is a shared responsibility between city, county and developer to promote transit use, with both policy and bricks-and-mortar attention to the following framework:

- Understand and take advantage of opportunities to use existing and proposed transit components

- Provide transit related facilities specifically linked to uses and character within each COR district, including signage and lighting for way-finding and bicycle amenities
- Building future Northstar Commuter Rail riders through the Ramsey Star Express bus service

Transit Objectives

The primary objective is to provide a balance of transit service, bicycle and pedestrian connections and lanes to move traffic. The framework for The COR promotes public transportation as part of the solution and suggests a variety of street improvements and other amenities to invite increased use. Photographs throughout the framework suggest some of the many possibilities.

Overall Framework - Streetscape

Overview

The Master Plan defines a specific strategy for the layout of streets and blocks within and around The COR. The amenities within the public right-of-way -and immediately adjacent -play an important role in the aesthetics of The COR. Great streets are essential components of an attractive and inviting public realm. Developing a streetscape that is comfortable and inviting to pedestrians is important to realizing the vision for The COR. The framework will encourage interesting and inviting places for the public.

The Streetscape framework defines the visual character and physical improvements for all public spaces within The COR. The document also provides the general framework and examples for design of proposed quasi-public and private space located within each development parcel.

Public realm/streetscape framework focus on the following elements:

- Parks, plazas and other public gathering spaces
- Street/sidewalk character and streetscape elements
- Bicycle/pedestrian connections (on-street and off-street)
- Residential courts, pocket parks and other private green space

The goal is to foster a safe and interesting public realm that will invite pedestrian activity, promote traffic calming, increase transit use and encourage community gathering. Street trees, lighting and decorative fencing provide the backbone for streetscape improvements. Added detail, such as special pavements, street furniture, public art and layered plantings will highlight specific nodes or uses. The City has developed a series of street cross -sections to illustrate these design expectations. Typical street sections are provided in Appendix A as a reference.

Destination and Connector streets must balance a high level of service for the automobile with attractive and inviting amenities for the pedestrian including:

- Provide gracious sidewalk width to support intensity of pedestrian traffic in the core
- Install street trees to frame the street and provide shade
- Provide street lighting that meets all safety standards and design criteria, while creating a signature character for this district
- Explore a range of options for streetscape improvements including special pavements, interesting concrete tinting or scoring patterns, additional plantings, ornamental fencing and other features (note, however, that simpler is better and too much clutter is a negative)

The COR includes a network of bicycle/pedestrian trails and walkways (both on and off-street) that connect adjacent sub-districts to the Mixed Use Core. As you approach the core, these connections tend to become part of the shared right of way along the major streets, or become part of the urban park spaces. Bicycle riders may choose to share the street with vehicular traffic, or dismount and walk their bicycles along with the other pedestrians using the sidewalks. Providing and maintaining these bicycle and pedestrian connections should be a key component for all development projects in the core.

Figure 2: Master Lighting Plan

Guideline Recommendations

The proposed street and block pattern reflects a compact urban character, including the following:

- Bike racks interspersed throughout The COR to encourage cycling as an alternative mode of transportation.
- Benches on the public sidewalks to encourage people to linger in The COR
- Trees and planters along the streets to create an inviting space
- Wide sidewalks and both on- and off-street bicycle trails
- Kiosks and other way finding tools for visitors and residents in The COR
- Outdoor dining is encouraged on the street side of buildings within all districts.
- Public plaza space is strongly encouraged to be located adjacent to the streets

Objectives

Creative design solutions for streetscape improvements should include:

- Streetscape improvements that provide traffic calming, particularly along Destination and Downtown streets
- Inviting streets that draw you into and through The COR
- A marriage of building design and streetscape design that encourages active spaces near the streets

Street Trees and Plantings

Street trees and planter boxes are a critical element in the unique character of The COR and will be used to help distinguish between different street types and sub-districts within The COR. However, there may be variety within the same street when the street crosses into sub-districts.

- Street trees will be chosen to ensure that the species allow for clear pedestrian access along the streets and require minimal maintenance.
- Along Destination, Downtown, Parkway and Local streets, where regularly spaced blocks exists, one (1) tree species shall be provided per block. In order to provide variety and protect against disease, adjacent blocks shall not be allowed the same street tree. Initial development along a block shall establish the tree species for that block, subject to City review and approval.
- Along streets without regular block space or longer blocks, such as Connector and Arterial streets, the City may approve groupings of 3-6 trees of one (1) species in lieu of the regular block spacing.
- Alternatives to the above mentioned planting plan shall be subject to review and approval by the City Council.

Destination Street Trees:

- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Bicolor Oak (*Quercus bicolor*)
- Sienna Glenn Maple (*Acer x freemanii* 'Sienna')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Ginko (*Gingko biloba)*
- Accolade Elm (*Ulmus x* 'Accolade')

Parkway Street Trees:

- Valley Forge Elm (*Ulmus americana* 'Valley Forge')
- Bitternut Hickory (*Carya cordiformis)*
- Siouxland Poplar (*Populus deltoides* 'Siouxland')
- Sienna Glen Maple (*Acer x freemanii* 'Sienna')
- Boulevard Linden (*Tilia americana* 'Boulevard')
- Northern Catalpa (*Catalpa speciosa)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Korean Mountain Ash (*Sorbus alnifolia)*
- Ohio Buckeye (*Aesculus glabra)*
- Ginkgo (*Gingko biloba)*

Connector Street Trees:

- Bicolor Oak (*Quercus bicolor*)
- Northern Red Oak (*Quercus rubra)*
- Princeton Elm (*Ulmus americana* 'Princeton')
- Accolade Elm (*Ulmus x* 'Accolade')
- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Kentucky Coffeytree (male) (*Gymnocladus dioicus)*
- River Birch (single stem) (*Betula nigra)*
- Black Alder (*Alnus glutinosa)*
- Black Cherry (*Prunus serotina)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Japanese Tree Lilac (*Syringa reticulate)*
- Thornless Cockspur Hawthorne (*Crataegus crus-galli* var. inermis)

Downtown Street Trees:

- Princeton Elm (*Ulmus americana* 'Princeton')
- Accolade Elm (*Ulmus x* 'Accolade')
- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Kentucky Coffeytree (male) (*Gymnocladus dioicus)*
- River Birch (single stem) (*Betula nigra)*
- Black Alder (*Alnus glutinosa)*
- Black Cherry (*Prunus serotina)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Japanese Tree Lilac(*Syringa reticulate)*
- Thornless Cockspur Hawthorne (*Crataegus crus-galli* var. inermis)

Local and Arterial Street Trees:

Local and Arterial Street trees may be chosen from any species on the above lists.

Planter Beds/Boxes/Tree Grates

- Planter beds, tree grates and planters shall be as shown on the Streetscape Master Plan. Details and specification shall be added to Appendix A as developed and approved by the City. Appendix A shall be amended as needed.
- Irrigation shall be provided to ensure survival of plant materials. The City shall provide irrigation systems along the Parkway and Destination streets. Unless otherwise approved, all other irrigation shall be the responsibility of the landowner.

Street Furniture

Bike racks, trash enclosures and benches are encouraged on all streets, but will be required on Destination, Connector and Parkways and other streets as shown conceptually on the Streetscape Master Plan.

Bike racks shall be the standard bike rack (see Appendix A for specifications).

Trash enclosures shall be the standard trash enclosures (see Appendix A for specifications).

Benches shall be the standard bench (See Appendix A for specifications). Benches shall be grouped in twos that face each other and provide an opportunity for an outdoor conversation space.

Alternative bike rack, trash enclosures and bench designs will be considered on a case-by-case basis. The City will review alternative designs as part of the site plan review and will evaluate these alternatives based on the following:

- Does the design maintain the character of the district?
- Does the alternative design maintain the quality of the standard feature?
- Does the design provide a relationship between the public elements of the streetscape and the building that would not otherwise be possible?

Sidewalks and Boulevard

In the design framework, the term “boulevard” is defined as “the space between the sidewalk and the curb.” The boulevard area provides the required space for public features such as street lights, benches, fire hydrants, street signs, etc. The boulevard will have different characteristics based on the street hierarchy.

The street width and layout within different zones may affect the ability of a particular development to provide the minimum boulevard width and the minimum sidewalk width within the existing public right-of-way. In those cases, the landowner shall provide a permanent public easement over the portion of the sidewalk that is located on private property.

Street Lights

Street lights are owned and installed by Connexus Energy. The streetlight design was developed in conjunction with the City of Ramsey and Connexus (See Figure 3: Master Lighting Plan). The standard street lights are designed to accommodate banner arms should banner signage be desired. The banner arms should be the manufacturer's standard break-away banner arms to ensure safety and minimize maintenance costs. Connexus provides street light maintenance for the City. Connexus bills the City of Ramsey for the cost of installation and maintenance.

The choice of street light was intended to emphasis the pedestrian scale of The COR. Light poles within the public right-of-way should be planned to accommodate banners, flowers, hanging artwork and electrical outlets.

There are three (3) different streetlight types within The COR:

- 24-foot high poles at intersections
- 14-foot high poles at mid-block
- 12-foot high poles at The Draw

The City will ensure that the appropriate streetlights are installed on all public streets as described by the Design Framework. Private developers shall provide parking lot or other project lighting that retains these design objectives. All lighting shall comply with City Code performance standards for lighting. All lighting shall be reviewed by City staff to ensure compliance with the Design Framework and City Code standards described above.

Standards for Outdoor Dining.

Outdoor dining is encouraged as an attractive addition to a pedestrian- and retail-friendly, vital COR. Such dining is encouraged subject to the standards in Section 117-118 of the Zoning Ordinance.

Overall Framework - Parking

Overview

Balancing the realities of car-related necessities (streets, parking and so on) with future transit service and the desired character of The COR is a significant challenge. The goal is to provide adequate parking; both quantity and location, while promoting new strategies that support the overall needs of The COR. Parking will be provided through a combination of on street spaces, off-street surface lots, underground lots and structured ramps to support the mix of uses at the core.

Parking structures should contribute to the overall character and image of The COR. Ramp design should include elements, colors and materials that reflect, or complement surrounding buildings. Liner stores or other street level uses should be integrated into ramp design along important street frontages. The City also encourages developers to wrap the ramp with multi-story uses that will provide commercial and residential opportunities and help to define the street edge.

Guideline Recommendations

Parking guidelines encourage the following:

- Locate surface parking lots away from the major streets, either behind or to the side of primary buildings; surface parking lots along major street frontage are not allowed in the core area
- Minimize surface parking lots in favor of other solutions including underground parking to serve residential buildings, on-street parking to serve retail shops and parking ramps
- Provide a combination of fencing, landscaping and landform to screen parking areas from major streets and important views, soften parking area edges, provide shade, integrate native plantings, offset islands and reduce to 'sea of parking' image
- Create strategies for shared parking between adjacent uses, taking advantage of peak and off-peak cycles, business hours, nighttime activities, special events and other needs
- Provide alternative surfaces for secondary (less frequently used) parking areas including porous pavements, green pavements and so on
- Provide facilities or services that respond to and connect with future transit to reduce required parking, including shuttle/circulator bus, bicycle lockers
- Provide flexibility including hours for on-street parking, security and enforcement practices, permit or metering
- Provide parallel parking on both public and private streets throughout The COR, to add parking and create a traffic calming, pedestrian buffer; Bumpouts are encouraged as a traffic calming measure on all streets within the COR.
- Explore options to integrate stormwater management requirements into parking area design
- Provide parking spaces for typical daily use, satisfying both quantity and location needs through a mix of on street, small surface lot, underground and ramped parking solutions
- Provide options for additional/overflow parking to support holiday traffic and special events including porous pavements, turf parking areas (Netlon and other soil amendments) or shuttle service from nearby parking areas
- Encourage shared parking solutions that target around the clock shifts in destination, audience or take advantage of peak/off-peak hours of operation for various uses within the core area

- Promote municipal parking ramps as the primary facility to meet public parking needs within the core area
- Discourage driveway access to parking facilities along Arterial, Destination and Parkway streets, in favor of side streets.

Objectives

The primary objective is to provide a balance of surface lots, on-street and structured parking, with ample quantities and close proximity to serve the mix of uses in The COR. The Design Framework anticipates the construction of a total of 3 parking structures in COR1 to serve the needs of the area by providing structured parking that can be shared among users, allow developers to maximize the development on each individual lot. As discussed later in this section, sizing and timing of the structured parking will be finalized as the area develops and parking demand grows. In addition to providing adequate space, excellent design is a major factor as well. The framework for The COR encourages creativity, innovation, quality and attention to detail in every aspect of project development, including parking solutions. Photographs throughout the Design Framework suggest some of the many possibilities.

Figure 3: Streetscape Master Plan

Figure 4: Parking District Map

Minimum Standards

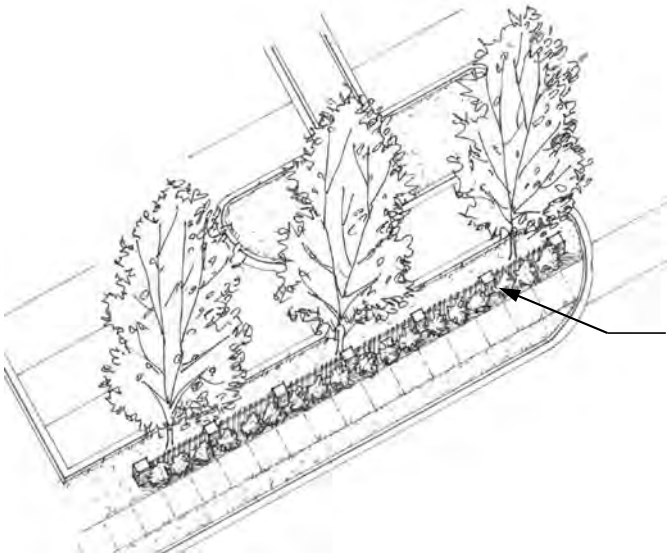
Parking in The COR is intended to be shared to the greatest extent practicable in all mixed-use areas. The parking standards are intended to provide a practical basis for providing adequate parking within the COR District through a careful analysis of uses, shared parking arrangements, use of public street parking and reduction allowances for the proximity to the transit station. A parking plan has been prepared to identify the planned number, location, sharing arrangements and public use (see Figure 4: Streetscape Master Plan and Figure 5: Parking District Map). The parking plan provides information that can be used to help address longer term parking arrangements where the possibility of use conversion or building expansion exists. Parking shall be provided under any of the following arrangements:

A. No parking shall be located between the front of the principal structure and the street on parcels abutting Destination and Downtown streets in COR1.

B. Not more than fifty (50%) percent of the parking shall be located in front of the principal structure and the street on parcels abutting Arterial, Parkway, Connector and Local streets.

    1. In the COR2 district, developments may be allowed more than fifty (50%) percent parking in the front yard, provided all other design standards have been met, including the use of a wall, railing, hedge or combination to create a street edge and screen parking.

C. Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line required for the property. The amount of required screening may vary by sub-district and street frontage and is described in Part Two of this document.



Landscaped edge that combines fence with trees, low shrubs and ground cover for parking lot screening and buffering along sidewalk to screen parking

D. No parking spaces shall be located on corner lots at the point of street intersections.

E. Shared parking in COR1 will be accomplished through a Parking Use and Maintenance Agreement (PUMA).

F. Off-street parking in the COR2 and COR3 sub-districts shall be secured for public use through parking easements and other appropriate conveyances. Shared parking arrangements between nearby uses are encouraged in both sub-districts.

1. The City may approve joint parking for one or more businesses where the total number of parking stalls provided for joint use is less than the sum of the total required for each business should they provide them separately. The applicant must demonstrate the feasibility of the arrangement in a written report. Such a permit shall not be granted except when the following conditions are found to exist:
    i. Proximity. The building or use for which application is being made to utilize the off-street parking facilities provided by another building or use shall be located within three hundred (300') feet of such parking facilities, excluding public rights-of-way.
    ii. Conflict in Hours. The applicant shall demonstrate in documented fashion that there is no substantial conflict in the principal operating hours of the two (2) buildings or uses for which joint use of off-street parking facilities is proposed.
    iii. Written Consent and Agreement. A legally binding instrument, executed by the parties concerned, for joint use of off-street parking facilities, duly approved as

to title of grantors or lessors, and in a form and manner of execution approved by the City Attorney, shall be filed with the City Clerk and recorded with the Anoka County Recorder or Registrar of Titles, and a certified copy of the recorded document shall be filed with the City within sixty (60) days after approval of the joint parking use by the City or the interim use permit shall be considered null and void.

G. On-street parking adjacent to buildings shall not be used for the purposes of calculating parking requirements.

H. Within the COR-4 sub-district, parking on individual parcels serving individual uses may be provided if designated and approved as part of the master plan.

I. Within all sub-districts, a minimum driveway length of twenty-five (25') feet is required to limit conflicts between vehicles parked in the driveway and street or sidewalk users.

J. In order to ensure the pedestrian orientation of the COR Districts, minimum/maximum on-site parking standards are set based on the following table:

Table 1

Use		Minimum number of parking stalls	Maximum number of parking stalls*
Retail		2 per 1,000 sq. ft.	4 per 1,000 sq. ft.
Restaurants		~~3 per 1,000 sq. ft.~~1 per each 2 seats	~~5 per 1,000 sq. ft~~1 per each 1 seats.
Offices		2 per 1,000 sq. ft.	3 per 1,000 sq. ft.
Medical offices, clinics		2 per 1,000 sq. ft.	4 per 1,000 sq. ft.
Health clubs		3 per 1,000 sq. ft.	5 per 1,000 sq. ft.
Theaters, places of assembly		1 per 5 seats	1 per 3 seats
Residential			
	Attached or detached	1 per unit	2 per unit
	Multifamily units	1 per unit	2 per unit

*If a parking structure is provided on site, maximum parking stalls do not apply.

K. Non-Specified Uses. For uses not specifically listed above, off-street parking requirements shall be computed by the Zoning Administrator on the same basis as required for the most similar listed uses. In such cases, the Zoning Administrator shall also consult off-street parking reference materials including, but not limited to, manuals prepared by the American Planning Association and Institute of Transportation Engineers.

L. Handicap Parking. The size, number, and location of stalls reserved for handicapped parking shall be provided and identified as required by applicable regulations. These spaces are included in the computation for the minimum parking space requirement.

M. Change in Land Use. When the site intensity or use of a building and/or property is increased with consequential effect upon the parking requirements as prescribed in this Section, the

parking requirements as prescribed herein shall be used to provide for such increase in the site intensity and/or use.

N. Use of required parking spaces. Required parking spaces must be available for the use of residents, customers or employees of the use. Fees may be charged for the use of required parking spaces. Required parking spaces may not be assigned in any way to a use on another site, except for joint parking situations. Also, required parking spaces may not be used for the parking of equipment or storage of goods or inoperable vehicles.

O. Transit Service Reduction. The minimum number of parking stalls required on site may be reduced by 10% for any parcel located within ¼ mile of a transit stop. To qualify for this reduction, the transit stop must provide regular service on all days of the week and direct pedestrian access must be provided between the building and the transit stop.

P. Bike Racks. In addition to the bike racks provided as part of the streetscape, individual businesses are encouraged to provide bike racks for customers. Bike rack locations will be reviewed and approved by the City as part of the site plan review.

Q. Increase to Maximum Required Parking. If additional parking is sought to exceed these maximum requirements, a conditional use permit can be sought to increase maximums up to twenty-five (25%) percent.

    1. In the COR-2 sub-district, an increase of twenty-five (25%) percent in the maximum number of parking stalls is permitted without the issuance of a conditional use permit if approved as part of the site plan.

R. In the COR1 sub-district, a PUMA (Parking Use and Maintenance Agreement) shall be applied to all development as follows:

    1. It is the City's intent to maximize development on individual lots. In order to help landowners accomplish this goal, the City will develop public parking ramps, which will be available for public parking within The COR. In order to minimize the amount of the site required for parking, the landowner may choose to enter into the PUMA for utilization of the public parking ramps to meet all or a portion of their minimum parking requirements.

    2. Each development shall be subject to a PUMA that specifies that each property in the COR1 shall be financially responsible for its proportionate share of a shared parking facility. The proportionate share shall be determined on the basis of the property's off-street parking needs, as determined by the parking requirements of Item J above.

3. The City shall establish fees by ordinance. The developer shall be responsible for payment in an amount equal to the value of the required parking on a per-stall price basis for ramp parking through the PUMA. The City will determine the appropriate contribution.

4. Funds collected by the City shall be deposited in a special fund used only to acquire and/or develop off-street parking facilities for the COR. Financial responsibility shall cover the construction and continuing maintenance of the parking facility.

5. The parking facility may be constructed and maintained by the City or by a private management entity acceptable to the City.

Private Streets

Private streets may be allowed within residential subdivisions, subject to the standards in Section 117-112 (e)3.b. of the Zoning Ordinance.

Loading Areas

A. Loading areas and docks shall be located in the rear of the building.

B. Loading areas shall not be located in the front yard and shall be fully screened from public streets, public parks and residential areas through landscaping and building design measures.

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Overall Framework – Building Design

Overview

The COR Development Plan 5.03 identifies the preferred mix and approximate location of a variety of land use types. Together with the Zoning Code, this Design Framework focuses on the following overall objectives:

- Promote vertical and horizontal mixed use (within a building, within a block, within a district)
- Provide a variety of housing types, styles, pricing
- Encourage increased density in and around the central core area
- Promote an interesting mix of building styles, scales and massing for each sub-district
- Support creative, innovative, high quality design solutions as the benchmark for success
- Integrate mix of uses with public green space within each district
- Provide a variety of commercial types
- Mix residential and commercial uses to promote street-level activity throughout the day

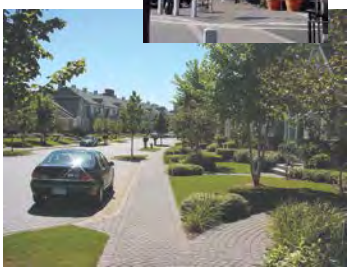
Guideline Recommendations

The mix of land uses in The COR will encourage activity during the day and into the evening and nighttime hours. As a focus of commerce, employment, recreation and housing, The COR resembles a small to medium size Midwestern downtown in scale and character. Land uses are intentionally mixed, to bring shoppers and workers into the area during the day and attract new residents and visitors to entertainment venues in the evening.

The civic component of The COR, anchored by City Hall, Police Station and variety of public spaces and squares, adds an important element to the land use mix and brings a level of authenticity to the district.

Objectives

- Encourage vertical mixed-use in the core with housing and office space over retail uses along the street, particularly in the center of the district.
- In residential districts, particularly closer to the core, a limited amount of retail uses will be encouraged to service residents and provide nearby places to gather.
- Promote innovative models for housing that include a mix of townhomes, flats and lofts within single buildings or on the same block.
- Accommodate larger, 'big box' retailing and auto-oriented uses within the COR2 sub-district only if innovative design approaches are used including two story buildings, use of liner stores facing the street, minimal blank walls, creative parking strategies, etc.
- Where similar uses create a 'family' or campus of buildings (e.g. medical campus), buildings should reinforce the street edge and parking should be set within the core of the block.
- Uses shall promote pedestrian friendly streets, contributing to street level activities and overall visual character of each district.
- All uses should reinforce the street edge.



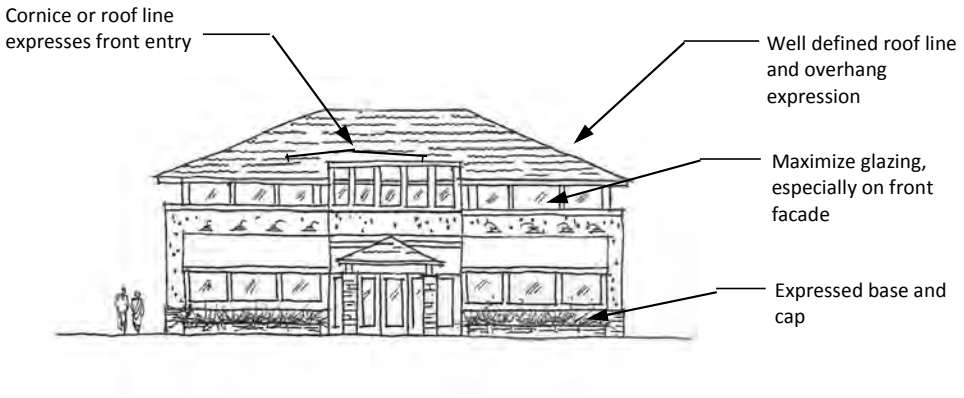
Architectural Overview

High quality architecture is an essential component in fulfilling the objectives of the Design Framework. Rather than prescribing a particular style, these architectural guidelines are intended to encourage an integration of both traditional and contemporary design. Architectural designs should provide a consistent quality, measured, to a great degree, by the pedestrian experience along the street and by an architectural expression that provides character without being thematic, obtrusive, or artificial. Architectural character should strive to be authentic and varied, but not 'thematic'.

Architecture Recommendations

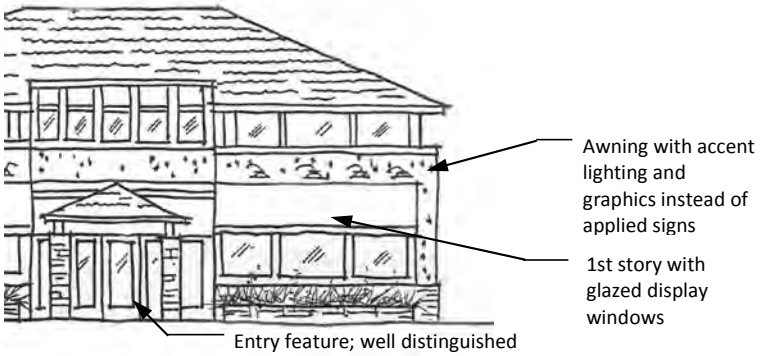
Of all the layers that combine to form The COR Development Plan, architecture will typically be the most prominent development component. Both visually and physically, architecture will play a major role in defining the overall design character and mix of uses for The COR. It is crucial that the design and location of buildings address these architectural guidelines, with specific emphasis on the following:

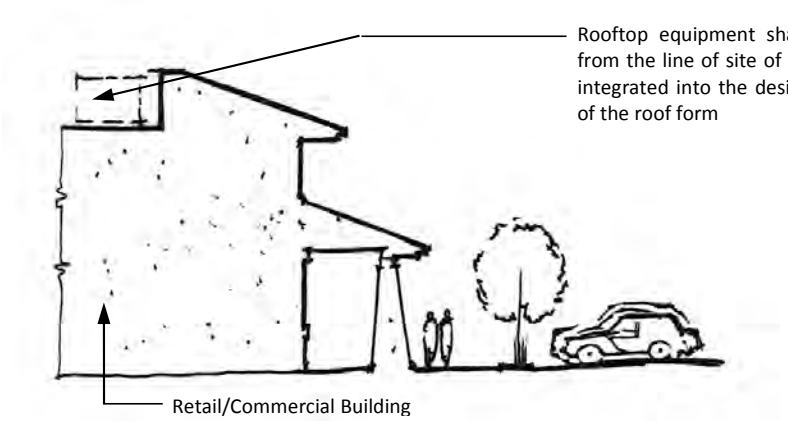
- An animated street presence with a mix of street-level uses, interesting building façades, many doors and windows on the street, careful design of lighting, awnings, signage and other elements that animate the pedestrian experience



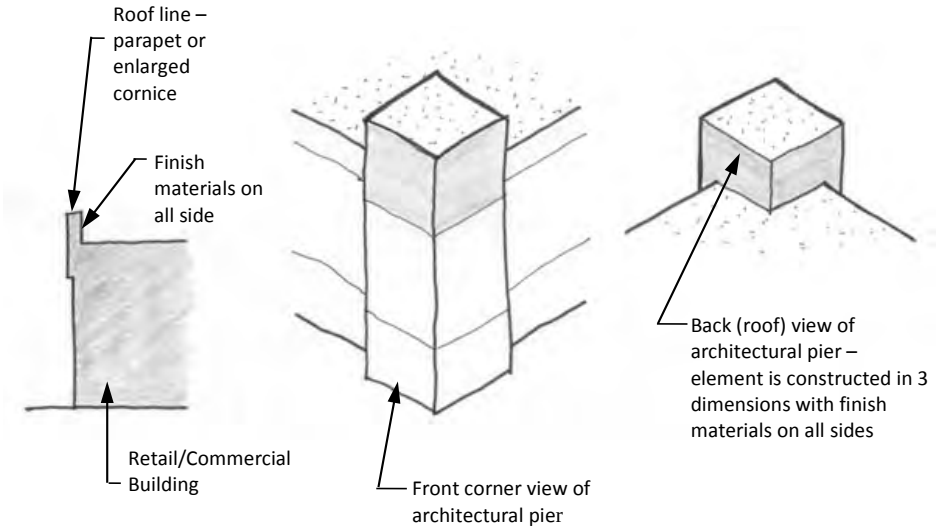
- Variety in building design, character and expression; not one theme or building style, but a thoughtful integration of many design solutions
- Variety of building types including a range of height, scale and proportion, that support an integrated mix of housing options, shopping destinations, entertainment venues, civic structures and other COR uses
- Use of high quality materials, suggesting a preference toward native materials and masonry elements, with respect for local building techniques
- Building location is as important as building style; special architectural elements, character, transparency and a higher level of materials and detailing should be used to highlight key streets and important crossroads throughout The COR
- Buildings should always be located at all four corners of intersections.
    - In the COR2 sub-district, if the City finds that there are unique circumstances where buildings cannot be located on the corner, the City may approve the use of fences, walls or other design elements to create that "street edge"

- Buildings will be located at the street right-of-way line (zero setback), but also allow recessed space for outdoor dining and other street level activities providing some minor deviation for variety
- Greater emphasis should be given to architectural elements, materials and other design features for buildings located at primary intersections, or where streets intersect with parks, such as the streets that front on or end near the Municipal Plaza. These locations can often be seen from several directions, perhaps terminate a view from a distance down the street or sit at a prominent node; They will likely become future landmarks or helpful orientation/wayfinding icons as The COR develops
- Encourage both vertical mixed use (within each building) and horizontal mixed use (within each block) throughout this district
- Include a mix of housing, civic, retail, restaurant, entertainment, performance and other uses that encourage a variety of activities throughout the day.
- Minimize openings between buildings, although limited driveway access and some provision for pedestrian connections through blocks are encouraged – gaps between buildings to accommodate surface parking lots, greater building setbacks or other purposes are discouraged
- Use recessed entries and windows to create street-level interest, variety and enhance pedestrian scale along street frontage





- Equipment, mechanical systems, transformers, etc. must be screened from view in a way that is integral to the architecture of the building. Screening should be accomplished with materials similar to or compatible with materials used on the main structure; metal fencing or mechanical vent screens alone are not sufficient.
- Roof lines and cornice details shall be completed in a 3-dimensional manner so that the back of roof features or similar unfinished areas are not visible.



Overall Framework - Signage

Overview

Signage within The COR should provide a system for clear wayfinding for all modes of transportation and should ensure successful business operation while maintaining the design aesthetic of this unique project. These sign standards are intended to allow flexibility and creativity while maintaining the design concepts of The COR. Due to the distinctive nature of The COR, the sign standards from the City Code are not applicable and signage shall be allowed as prescribed by the Design Framework. A Master Sign Plan identifies the location of key sign locations (see Figure 6: Signage Plan).

Guideline Recommendations

The COR development manager shall prepare a Master Sign Plan for the public elements of the project, which are in compliance with the design framework and will be adopted by reference. The Master Sign Plan will specifically address public signs including:

- The three (3) off-site community signs
- Banner signs on light poles
- Signage for public parks
- Signage for public parking ramps
- Signage for public buildings
- Community kiosks

Objectives

Signage should be used as a tool to help identify businesses and neighborhoods with The COR and should have elements that are focused on the pedestrian nature of The COR as well as the signage needs for businesses.

- Signage and lighting which is integrated into the design of the building is encouraged.

Definitions

Awning Sign means a sign incorporated into or attached to an awning.

Community sign means an off-site sign identifying the development name and key tenants. Community signs may also include public information. Reader boards are allowed to be incorporated into community signs within The COR. Gateway and kiosk signs are part of this category.

Temporary Sign means a sign which is erected or displayed for a limited period of time and not affixed to a Minnesota State Building Code approved structure.

Project sign means a freestanding area identification sign which identifies a single-family or multifamily residential subdivision, a commercial development or an industrial park or office park and which is located on the same ~~parcel~~ site as the development it identifies. A site shall be identified as the block in which the use is located.

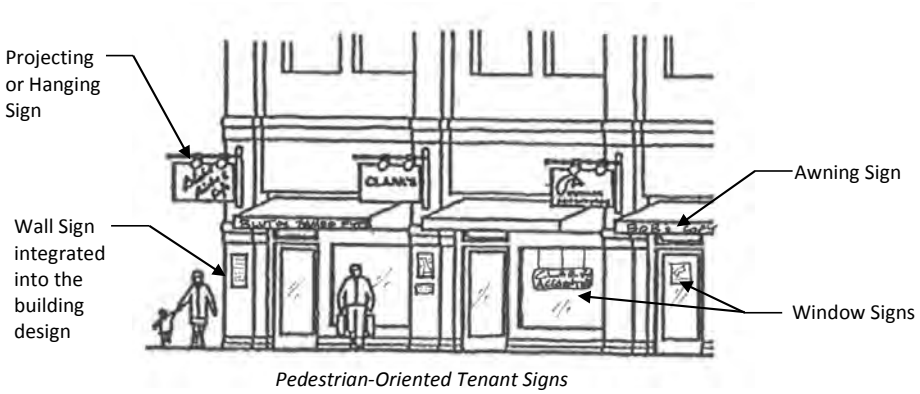
Projecting sign means any sign, all or any part of which extends beyond the surface of the building or wall by more than 16 inches.

Public Realm/Streetscape sign means any sign erected and maintained by public officials or public agencies, or approved and authorized for use by state or local governmental authorities.

*Sandwich Board Sign*s means a self-supporting, freestanding temporary sign with only two (2) sides that are situated adjacent to a business with the intent to attract pedestrian traffic to businesses. Sandwich board signs are not meant to be read by vehicular traffic.

Wall sign means any sign which is affixed to a wall of any building. This definition includes individual letter signs and signs on mansards.

Window sign means a sign installed inside a window, or any sign placed within a building for the purpose of being visible from the public right-of-way. This does not include merchandise on display.



Pedestrian-Oriented Tenant Signs

Figure 5: Signage Plan

Standards

Public Realm/Streetscape Signs

The pedestrian oriented nature of The COR requires unique signage the will build on the design concepts for The COR. These types of signs in include banner signs on the streetlights, kiosks, street signs, wayfinding signs, signage for public parking ramps, etc. As the design concept for The COR has been refined, so has the signage plan. ~~The COR development manager shall develop standards for these public realm signs as part of the Master Sign Plan. The Master Sign Plan shall be incorporated by reference and may be updated from time to time. Such signage shall be allowed on public spaces as needed to provide information and wayfinding. No advertising shall be allowed on Public Realm/Streetscape Signs except for community events.~~The Master Sign Plan is included as Appendix B. Size, location, and construction specifications of these signs shall be determined by the Master Sign Plan, which must be approved by the City Council, after a recommendation by the Planning Commission. Careful foresight has been given to size of signs based on needs of the adjacent roadways in order to maintain adequate safety standards that may otherwise be compromised by poor design. Roadways with higher speeds warrant larger lettering to maintain safe travel.

Community and Gateway signs

Community signs include are planned to include three (3) signs on Highway 10, as shown on the Signage Plan (see Figure 6: Signage Plan). The signs include the existing Community Sign near the future transit plaza, the sign at the northwest corner of Highway 10 and Ramsey Boulevard and the planned sign at the northwest corner of Highway 10 and Armstrong Boulevard.

Gateway signs are planned at multiple locations at entrances to The COR from major roadways, as shown on the Signage Plan. General gateway signs may identify The COR only. Retail Gateway signs may include provisions for off-premise, tenant sign panels.

These off-site signs, part of a unified development, are allowed as shown on the signage plan and shall have consistent materials and colors. ~~The Master Sign Plan shall detail the materials, colors and standards for these three (3) community signs. The Master Sign Plan shall include standards for which tenants shall be allowed on the community signs.~~Community and Gateway Signs shall conform to the design of the Master Sign Plan. Tenants within the unified development shall be allowed to utilize tenant panels on the Community and Retail Gateway Signs.

Amendments to the Master Sign Plan and Approved Community Signs. As the Master Sign Plan is adopted as part of the zoning ordinance, and has the effect of being a zoning ordinances, amendments to the Master Sign Plan must be processed by Ordinance and approved by City Council after review and recommendation by the Planning Commission.

Sign Type	Allowable Size	Architecture	Allowable Height
Community Sign	300 Square Feet	Per Appendix B	30 Feet *
Gateway Sign	50 Square Feet	Per Appendix B	10 Feet
Retail Gateway Sign	150 Square Feet	Per Appendix B	12 Feet
Community Kiosk	32 Square Feet	Per Appendix B	10 Feet*
Parking Ramp Signage	100 Square Feet	Per Appendix B	(Wall Signage)

* From highest point of adjacent road centerline

Desirable signs are designed to be architecturally compatible with buildings within the development and other signage within the development

Project Signs

Project signs are permitted within all COR sub-districts.

One (1) freestanding sign is allowed per building, provided that the following standards are met:

A. The building in which the advertising business is located, shall be set back a minimum of six (6) feet from a public street right-of-way.

B. The area of each face of the signboard shall not exceed six (6) square feet and the signboard shall not have more than two (2) readable faces. The signboard may exceed six (6) square feet, but not more than 32 square feet, provided that the sign consists of individual letters, without internally illuminated box letters. Lighting may be achieved through 'halo' lighting effects.

C. The height of the top of the signboard, or of any posts, brackets, or other supporting elements shall not exceed six (6') feet from the ground.

D. The signboard shall be constructed of wood, acrylic, aluminum or metal and shall be architecturally compatible with the style, composition, materials, colors and details of the building.

E. No part of the sign shall encroach on the right-of-way and its location shall not interfere with pedestrian or vehicular circulation.

F. Limited to one (1) sign per building and shall not be in addition to wall-mounted, applied letter or projecting signs.

G. The readable faces of the sign shall be perpendicular to the adjacent street.

In the COR2 District, the following signage shall be allowed:

A. Ground sign. There shall not be more than one (1) ground sign for each parcel. The gross surface area of a ground sign shall not exceed one hundred (100) square feet for each exposed face nor exceed an aggregate gross surface area of two hundred (200) square feet. Ground signs may be shared and combined at areas of shared entrances for multiple users. Shared ground signs shall not exceed 150 square feet. A shared sign shall be allowed for each entrance to the site (defined as bordered by public streets).

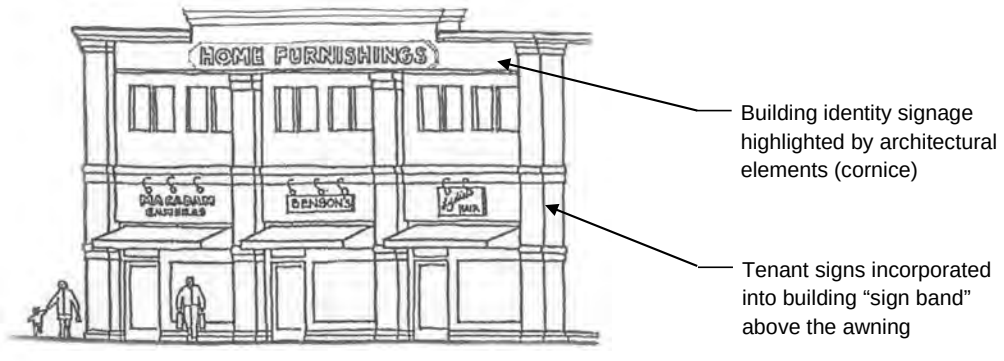
B. Menu board. One (1) on-site menu board per drive-up or walk-up lane of a drive-in restaurant up to a maximum of thirty-two (32) square feet each and a maximum height of three (3) feet. Menu boards are allowed a message on one (1) side only and cannot contain an advertising message.

C. Directional signs.

1. Directional or instructional signs are permitted in accordance with Section 117-463(l).

2. Parking lot directional signs designating parking area entrances and exits are limited to one (1) sign for each entrance and/or exit and shall not exceed four (4) square feet for each exposed face. Parking lot directional signs shall not project higher than five feet (5') in height, as measured from the established grade of the parking area to which such signs are accessory.

3. Parking lot instructional signs designating the conditions of use or identification parking areas shall not exceed eight (8) square feet and shall not project higher than ten (10) feet in height for wall signs and seven (7) feet in height for ground signs, as measured from the established grade of the parking area to which such signs are accessory.



Wall Signs

Wall signs are permitted within all COR sub-districts.

Wall signs shall be permitted on one (1) wall, except that lots with frontage on more than one (1) street may have signage on one (1) wall per street frontage.

Within the COR1, COR3, COR4 and COR5 districts, the following standards apply:

A. Wall-mounted or painted signs, provided the following standards are met:

1. The sign shall be affixed to the front facade of the building, and shall project outward from the wall to which it is attached no more than six inches (6").

2. Single Tenant Buildings. Each building shall be allowed one (1) wall sign per street frontage. Signage must be located on the street elevation. The area of the sign shall not exceed ~~five~~ fifteen (~~5~~15%) percent of the ground floor building facade area. Individual signs may not exceed ~~or fifty (50) square feet, whichever is less~~.

3. Multi-Tenant Buildings.

   a. Each building shall be allowed wall signage on the street frontage elevation. For buildings with multiple street frontages, the allowable signage is per street frontage. Signage must be located on the street elevation.
   b. Each building is allowed wall signage that shall not exceed 5% of the wall area of the building façade adjacent to the street. ~~or~~ Individual signs may not exceed 50 square feet~~, whichever is less~~.
   c. Tenant signage must be located on the tenant lease space.
   d. At least fifty (50%) percent of the allowed signage must be allocated to ground floor tenants and located on the ground floor.
   e. Signage is limited to a maximum of one (1) sign per business/tenant, except that tenants with frontage on multiple streets may be permitted to have signage on each street frontage.
   f. Multi-tenant buildings must have wall signs of similar design. Sign permits for

tenants in multi-tenant buildings shall only be permitted by the City after the building owner has submitted a comprehensive sign plan approved by the Zoning Administrator. The comprehensive sign plan for the building shall include similar design standards including sign material, color, style, spacing and size.

4. Signs for buildings facing Highway 10. Single or multi-tenant buildings that have frontage on Highway 10 or are separated from Highway 10 only by other public right-of-way, shall be allowed to have signage on that street elevation that is up to ~~five~~ fifteen (~~5~~15%) percent of the wall area of that building façade with no maximum square footage.

B. Wall-mounted building directory signs identifying the occupants of a commercial building, including upper story business uses, provided the following standards are met:

1. The sign is located next to the entrance.

2. The sign shall project outward from the wall to which it is attached no more than six inches (6").

3. The sign shall not extend above the parapet, eave, or building facade.

~~4. The area of the signboard shall not exceed three (3) square feet, with each tenant limited to one (1) square foot.~~

~~5.~~4. The height of the lettering, numbers, or graphics shall not exceed ~~four~~ twelve inches (12~~4~~").

~~6.~~5. One (1) such sign is allowed per public building entrance and is allowed in addition to other permitted wall signage.

C. Applied letters may substitute for wall-mounted signs, if constructed of painted wood, painted cast metal, bronze, brass, acrylic or black anodized aluminum. The height of applied letters shall not exceed 12 inches.

D. Logos are considered signs and shall be included in the maximum allowable sign area.

E. Window or door signs, provided that the following standards are met:

1. The sign shall not exceed ten percent of the window or door area or four (4) square feet, whichever is less.

2. The sign shall be silk screened, hand painted, applied letters/graphics, neon tubing or other sign technologies that meet these standards.

3. Limited to one (1) sign per business, applied on either the window or the door, but not on both.

4. The sign shall not have an opaque backing of any type although smoked glass is allowed.

5. Window signage (includes graphics) shall be permitted on the same building walls that have, or are allowed to have, wall signage pursuant to Item A above. Window signage shall be deducted from the allowable wall signage area.

Within the COR2 district, where more conventional suburban development is expected, rather than the neo-traditional development planned for the other COR sub-districts, the following standards apply:

A. Wall, canopy or marquee sign. Total sign area may not exceed 15 percent of the front building facade. At least 50 percent of the signage area must be placed on the measured wall with remaining signage area, if desired, distributed on any other wall. Sign height shall not exceed the top of the parapet wall or, if no parapet wall, sign height shall not exceed the height of the eaves. The gross surface area of a wall, canopy or marquee sign may be increased by ten percent if such wall sign:

   1. Consists only of individual, outlined alphabetic, numeric and/or symbolic characters without background except that provided by the building surface to which the sign is to be affixed;

   2. Illumination, if any, is achieved through shielded illumination, shielded silhouette lighting, or shielded spot lighting but not any lighting where the light source is visible or exposed on the face or sides of the characters; and

   3. A wall, canopy or marquee sign may be located on the outermost wall of any principle building but shall not project more than 16 inches from the wall to which the sign is to be affixed. A wall sign shall not project higher than the parapet line of the wall to which the sign is to be affixed.

B. Window signs are restricted to 30 percent of the area of the window in which the sign is to be displayed.

In all COR sub-districts, restaurants and cafes shall be permitted one (1) wall-mounted display featuring the actual menu as used at the dining table, to be contained within a shallow wood or metal case and clearly visible through a glass front. The display case shall be attached to the building wall, next to the main entrance, at a height of approximately five feet (5'), shall not exceed a total area of two square feet, and may be lighted. This signage is allowed in addition to other permitted wall signage.

Projecting Signs

Projecting signs are permitted within all COR sub-districts.

Projecting signs, including graphics or icon signs, mounted perpendicular to the building wall, are encouraged in all sub-districts, provided the following standards are met:

A. The sign area shall not exceed ~~six~~ thirty-two (~~6~~32) square feet.

B. The distance from the ground to the lower edge of the signboard shall be ten feet or greater.

C. The height of the top edge of the signboard shall not exceed the height of the wall from which the sign projects, if attached to a single story building, or the height of the sill or bottom of any second story window, if attached to a multistory building.

D. The distance from the building wall to the signboard shall not exceed six inches (6”).

E. The width of the signboard shall not exceed three (3) feet.

F. Limited to one (1) sign per business. Projecting sign area shall be deducted from the allowable wall signage area.

G. Granted to ground floor commercial uses only.

Awning Signs

Awning signs are allowed in all COR sub-districts. Awning signs are allowed for ground floor uses only, provided that the following standards are met:

A. If acting as the main business sign, it shall not exceed 24 square feet in area~~, and the height of the lettering, numbers, or graphics shall not exceed 12 inches.~~

B. If acting as an auxiliary business sign, it shall be located on the valance only, shall not exceed four (4) square feet in area, and the height of the lettering, numbers, or graphics shall not exceed four inches (4”).

C. Limited to two such signs per business, per frontage.

D. If acting as the main business sign, it shall not be in addition to a wall-mounted or applied letter sign.

Sandwich Board Signs

Sandwich board signs are permitted within all COR sub-districts.

A. One (1) sandwich board sign per business is permitted in any business, commercial and mixed use district and shall be located within five feet (5’) of the main building entrance to the business it advertises.

B. Sandwich board signs shall be displayed only during open business hours and must be removed daily.

C. Sandwich board signs shall be no more than a total of two feet (2’) in width and three feet (3’) in height

D. Sandwich board signs must leave a minimum of five feet (5') of clearance for pedestrian access if placed on a public or private sidewalk. Sandwich board signs may not hinder the ability of persons to access vehicles parked at the curb and/or access to a building.

E. Acceptable materials for sandwich board signs shall include the following: metal, wood synthetic materials such as a chalk board and whiteboard. Sandwich board signs shall not be illuminated, nor shall they contain moving parts, or have balloons, streamers, stringers, pennants or similar adornments attached to them. Sandwich board signs shall be maintained in a good appearance at all times.

F. No sandwich board sign shall be secured, tethered or installed on traffic devices, utility equipment, street furniture, street lights, or any other public fixture.

G. Sandwich board signs are temporary signs and shall not be counted towards the total sign area of the site for permanent signage.

Temporary Signs

Temporary signs are allowed per Section 117-465 (Temporary signs) of the Zoning Ordinance, except as noted below:

A. Freestanding temporary signs shall only be allowed in the COR~~1~~2 and COR3 Districts.

B. In all other COR districts, temporary signs shall be limited to temporary sandwich board signs or temporary wall signage, without interchangeable letters.

~~B.~~C. Real estate and leasing signs shall be exempt from temporary and permanent sign regulations, provided that these signs do not exceed thirty-two (32) square feet.

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Off-Site Signs

Off-site signs are prohibited except for wayfinding and community signage specifically allowed by the Design Framework.

Table 2

Sign Standards					
Development Standard	COR1	COR2	COR3	COR4	COR5
Project Signs					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign (maximum)	6 sq. ft./6 feet high***	100 sq. ft./6 feet high	6 sq. ft./6 feet high***	6 sq. ft./6 feet high	6 sq. ft./6 feet high
Menu Board**	N/A	1 per drive-through lane/~~36~~ 40 sq. ft. max.	N/A	N/A	N/A
Directional Sign	N/A	Per 117-463(I)	N/A	N/A	N/A
Wall Sign					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign					
Single Tenant Building	~~50 sq. ft. or~~ 15% of the ground floor façade area, -or- 15% of the front façade area when facing Highway 10 ~~whichever is less~~	15% of façade area	~~50 sq. ft. or~~ 515% of the ground floor façade area, ~~whichever is less~~	~~50 sq. ft. or~~ 5% of the ground floor façade area, ~~whichever is less~~	~~50 sq. ft. or~~ 5% of the ground floor façade area, ~~whichever is less~~
Multi-Tenant Buildings	~~50 sq. ft. or~~ 5% of the façade area, ~~whichever is less~~	15% of façade area	~~50 sq. ft. or~~ 5% of the façade area, ~~whichever is less~~	~~50 sq. ft. or~~ 5% of the façade area, ~~whichever is less~~	~~50 sq. ft. or~~ 5% of the façade area, ~~whichever is less~~
Building Facing Highway 10	5% of the façade area	15% of façade area	5% of the façade area	5% of the façade area	5% of the façade area
Window Sign					
Number of signs allowed	1	1	1	1	1
Size of Sign	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	30% of area of window. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.
Directory Sign					
Number of signs allowed	1 per building entrance	1 per building entrance	1 per building entrance	1 per building entrance	1 per building entrance
Size of Sign	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum
Projecting Sign					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide
Awning Sign					
Number of signs allowed	2 per business	2 per business	2 per business	2 per business	2 per business
Size of Sign	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.

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*One (1) sign is allowed per street frontage (either wall or project)

**Restaurants and cafes in all districts are allowed one (1) wall mounted menu board not to exceed 2 sq. ft. in addition to other permitted wall signage.

***See Page 32, 'Project Signs' for allowances up to 32 square feet.

Additional standards

A. Businesses with service entrances may identify these with one (1) wall-mounted or applied letter sign not exceeding two square feet.

B. One (1) directional sign, facing a rear parking lot. This sign may be any type of permitted sign other than a freestanding sign, but shall be limited to four (4) square feet in area.

Creative Sign Standards

A. *Purpose.* This section establishes standards and procedures for the design, review, and approval of creative signs. The purposes of this creative sign program are to:

1. Encourage signs of unique design, and that exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit; and

2. Provide a process for the application of sign regulations in ways that will allow creatively designed signs that make a positive visual contribution to the overall image of the city, while mitigating the impacts of large or unusually designed signs.

B. *Applicability.* An applicant may request approval of a sign permit for a creative sign to authorize onsite signs that employ standards that differ from the other provisions of this chapter but comply with the provisions of this section.

C. *Application Requirements.* A sign permit application for a creative sign shall include all information and materials required by the City.

D. *Procedure.* A sign permit application for a creative sign shall be subject to review and approval by the City as part of the Site Plan review process. When the creative sign is proposed after site plan review is complete, a creative sign may be approved by the Zoning Administrator when the proposed sign is fifty square feet or less, and shall be approved by the City Council when the sign is larger than fifty square feet.

E. *Design Criteria.* In approving an application for a creative sign, the review authority shall ensure that a proposed sign meets the following design criteria:
   1. Design Quality. The sign shall:
      a. Constitute a substantial aesthetic improvement to the site and shall have a positive visual impact on the surrounding area;
      b. Be of unique design, and exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit; and
      c. Provide strong graphic character through the imaginative use of graphics, color, texture, quality materials, scale, and proportion.

   2. Contextual Criteria. The sign shall contain at least one (1) of the following elements:
      a. Classic historic design style;

b. Creative image reflecting current or historic character of the City;
c. Inventive representation of the use, name, or logo of the structure or business.

3. Architectural Criteria. The sign shall:
   a. Utilize or enhance the architectural elements of the building; and
   b. Be placed in a logical location in relation to the overall composition of the building's façade and not cover any key architectural features and details of the façade.

4. Neighborhood Impacts. The sign shall be located and designed not to cause light and glare impacts on neighboring residential uses.

Prohibited signs

The following signs are prohibited:

A. Box signs or cabinet signs, whether on a wall, projecting or on canopies are prohibited except for logo signs permitted as part of an overall sign plan.

B. Signs employing mercury vapor, low pressure and high pressure sodium and metal halide lighting; plastic panel rear-lighted signs.

C. Signs on roofs, dormers, and balconies.

D. Billboards.

E. Signs painted or mounted upon the exterior side or rear walls on any principle or accessory building or structure, except as otherwise permitted hereunder.

F. Free standing pylon signs over six (6) feet in height, except community signs.

G. Back-lit awnings.

H. Interchangeable letter boards or panels.

I. Flashing signs.

J. Off-premises signs, except community signs.

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Overall Framework – Stormwater Management

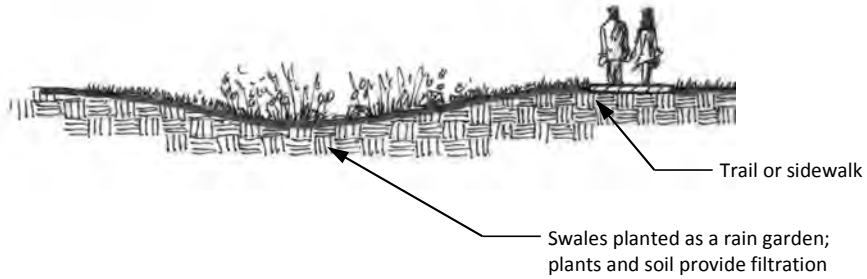
Overview

Water features and drainage systems are essential components of The COR Master Plan. The mix of ponds, streams, fountains and other water elements will provide focal amenities and year round activities within the framework of an environmentally responsible, visually pleasing strategy to manage stormwater. Because the Mississippi River is a restricted discharge water of the state, and because we are creating a new discharge from this development, each sub-district and each site has a responsibility to utilize 'best management practices' (BMP) to pretreat run-off, reduce erosion and encourage infiltration, with the understanding that regional treatment will be provided. Water elements are not intended to be separate stand-alone features, but instead should be integrated with the variety of parks, trails and public open space proposed for The COR. Water and landscape should be designed and utilized within multipurpose areas that accommodate both active and passive recreational use.

Objectives

Integration of water and landscape, design creativity, use of high quality materials and safety concerns are the critical objectives to be met – the following examples illustrate only a few of many possibilities:

- Innovative new products, such as special soil systems (Netlon, structural soils), pervious pavements for parking areas, storm ceptors, underground storage and other creative techniques should be used to BMP standards
- 'Green architecture', expressed through green roofs, gray water recycling and other techniques should be included to reduce the impact of new development on stormwater systems
- Water feature design should include both formal elements (such as reflecting pools or fountains) and natural/informal forms (such as ponds, streams, waterfalls) and should explore creative ways to integrate wetland/rain garden landscapes with active, urban spaces.



Guideline Recommendations

This framework not only defines the overall role and character of The COR, but also encourages each development parcel to address the following:

- **Create** signature water features (ponds, pools, fountains, waterfalls, etc.) as major visual amenities throughout The COR
- **Promote** high quality, creative and appealing aesthetics for all system elements
- **Integrate** stormwater management components (meeting both water quality and quantity requirements)

A great deal of time and effort has gone into the calculation and design of a 'watershed-based' stormwater management plan to support COR development. While this overall strategy addresses the water quantity issue for the entire COR by providing storage and conveyance facilities for storm events, individual development projects (block-by-block) have an equal responsibility to meet water quality standards as a primary goal. Each project should integrate a variety of techniques, materials and methods to promote multiple use, maximum flexibility, improved aesthetics for parking areas, park spaces, drainage swales and other site features.

Overall Framework – Parks/Public Spaces

Overview

The overall design framework of The COR is based on a system of linked parks, trails and open space. The City of Ramsey, Anoka County, and to some extent, the State of Minnesota all play a role in local and regional parks programming, design review, construction sequencing, implementation and ultimately maintenance and operation of key public spaces within this framework. The goal is to link existing and proposed parks and trails defined in regional park plans with proposed new parks and trails within The COR. Of equal importance is the contribution from each block and each development project to this network of green, adding a variety of private, semi-private, and perhaps some additional public space throughout The COR. Private development will share the responsibility to provide inviting, innovative and useable green space as integral parts of individual parcel site design.

Guideline Recommendations

The Design Framework encourages the following:

- Work with the City to create an integrated, comprehensive open space system that links with existing city and county trails and open space networks
- Encourage private development (block-by-block) to share in the responsibility to provide inviting, innovative and useable green space as integral parts of each development project
- Integrate stormwater management components (meeting water quality and quantity requirements) within both public / private park and open space improvements

Together, the system of public and semi-public green space will result in a welcoming public realm throughout the new community.

Objectives

Based on the Development Master Plan for The COR, a variety of public and private green space is proposed including:

- Each block and each project will provide intentional, creative, innovative, useable green areas as integral components of site development and building design.
- At the individual block scale, small squares and greens will provide places for gathering and relaxation, especially targeted to meet the demands of adjacent, or nearby buildings. Elements such as gardens, gazebos and fountains should characterize these more intimate public spaces.
- At the neighborhood scale, parks will provide space for more active recreation, and should be flexible enough to accommodate a variety of recreational activities.
- Playgrounds, game fields and park buildings are park amenities that will target a wider user demand from the surrounding community.

- The Municipal Plaza will connect with all other parks and open space elements, providing a focal point for activity and a sense of place. Gardens, public pavilions and shelters, play lots and open play fields are amenities that will provide built-in flexibility to meet the demands of both the local population and regional visitors to The COR.

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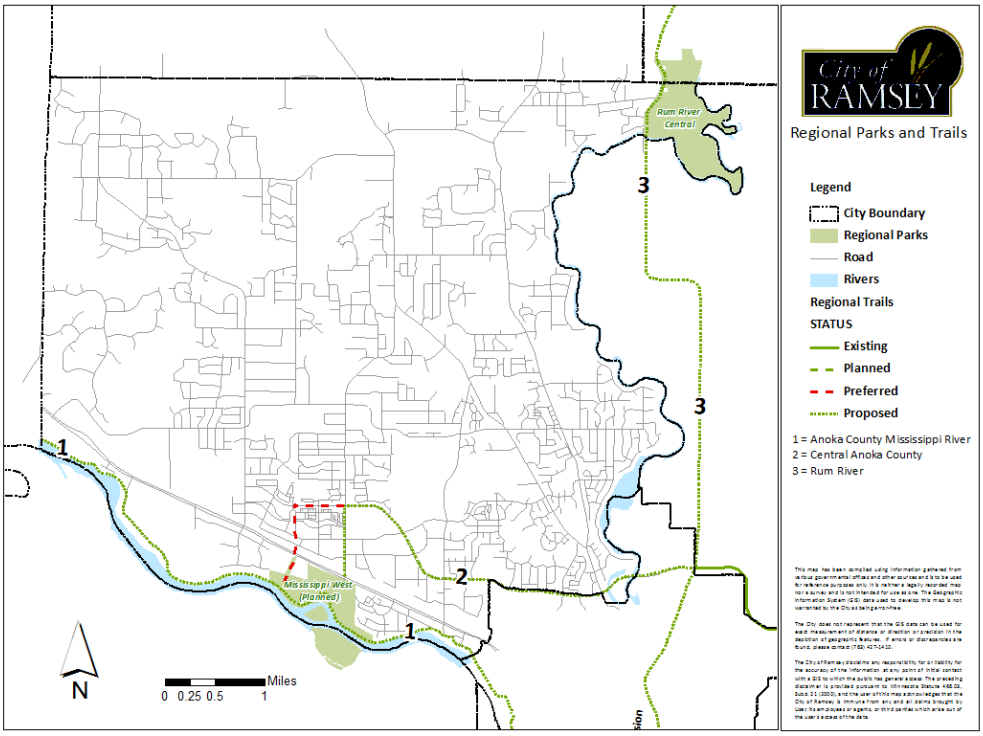
Regional Systems

The COR is the heart of several regional systems that are either located within or adjacent to The COR. These regional systems include the Northstar Commuter Rail, the Central Anoka County Regional Trail, the Mississippi West Regional Park, and the Mississippi River Trail.

A number of these systems have a pedestrian component. As such, Ramsey desires to locate the future Central Anoka County Regional Trail through the heart of The COR, along Center Street. The map below indicates Ramsey's preferred route for this trail. As this trail requires crossing Highway 10, it is imperative that a safe, grade-separated crossing is realized. This pedestrian overpass is envisioned to be connected to the Northstar Commuter Rail – Ramsey Station, and has been named the 'Mississippi Skyway'.



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Part Two: Sub-district Framework

Overview

The Master Plan and Zoning Ordinance identify five (5) distinct sub-districts within The COR. Each of these sub-districts is defined by a unique mix of uses, specific site development patterns and perhaps a distinctive character or image. The sub-districts complement one another as part of the overall plan. The sub-districts are shown the attached Sub-district Map (**Error! Reference source not found.**~~Figure 7: Sub-district Map~~). They include:

- **COR1 Mixed Use Core** – provides the broadest variety, highest density and greatest intensity of development, encouraging both vertical and horizontal mixed use
- **COR2 Commercial** – provides a location for larger scale retail and other auto-orientated commercial uses
- **COR3 Workplace** – provides a location for uses with high concentrations of employees, such as medical/technology related office, and other corporate or institutional uses
- **COR4 Neighborhood** – provides opportunities for a range of housing types from small lot single family to townhouse, to high density senior or rental apartment
- **COR5 Park and Open Space** – preserves environmental features and provides neighborhood/community amenities throughout The COR

Development plans must respond to the overall COR Design Framework described in Part One of this document, but also must address the following detailed framework standards for each sub-district. To further clarify and illustrate proposed features in the Master Plan, these sub-district guidelines are organized under the following categories:

- Public Realm / Streetscape Framework
- Site Design Framework
- Architectural Framework

In all cases, the sub-district framework must be applied in harmony with the overall COR framework and with other existing city, county, state codes, design criteria, plans and studies that support broader goals for regional growth and development. However, within each district, development standards shall be based, in part, on the street hierarchy established in The COR.

Public Realm/Streetscape

A. The developer shall be responsible for construction of all streetscape improvements along adjacent streets. These improvements include all hardscape improvements, such as trails, sidewalks, benches, bike racks, etc., as well as street trees and other greenscape.

B. The landowner shall be responsible for maintenance of the streetscape improvements along adjacent streets. Such maintenance may be managed as part of a Special Service District (SSD) or similar.

Plazas

A. All properties with principal buildings in excess of 30,000 square feet shall be required to have a public plaza space.

B. The public plaza space shall include benches, bike racks trash receptacles, lighting fixtures and other amenities to create a welcoming space for tenants of the building and members of the public.

C. These plaza spaces should be visible from the public street.

Architecture

These architectural framework standards provide an important balance between design continuity, desirable variety and the notion that buildings should complement, and perhaps contrast, but not compete with one another. The lasting appeal of the final outcome must be grounded in the authenticity of the design and the acceptable level of 'messiness' that comes with creating a real downtown over time; 'faux' second floors, stage set or themed solutions, and large faceless buildings are not acceptable.

Auto Versus Human Design: Providing rear alleys or side loaded garages enables the home to present itself to the street, which promotes sociability and walkability.

Minimum Standards

Definitions

Build to line: The line at which construction of a building facade is to occur on a lot. The build to line provides a maximum setback for all building facades from the right-of-way or inside edge of the sidewalk, whichever is greater. The build to line applies to all facades abutting a street right of way. Build to line standards are based on the sub-district the parcel is located and the street in which the building is located upon.

Setback: The minimum required distance between a parking lot or the vertical wall of a building and a lot line. Setbacks are typically more flexible than build to lines and allow a building to be set further back from the lot line and street right-of-way.

Requirements:

A. Additional development standards shall be defined within each sub-district.

B. Provide a diverse mix of materials, applied in a variety of proportions, exposures and detailing within a block, or along a street.

C. Buildings should be articulated to break up the mass of the building façade on all elevations. Large blank exterior walls shall be prohibited. Windows are encouraged to be used to break up the mass of the building. Rooflines and building elevations should be articulated to break up the mass of buildings. Buildings must be broken at a minimum of every fifty (50) feet. This variation can be accomplished through one (1) or more of the following:

1. Wall face variations (minimum depth of two (2) feet)
2. Pilasters or columns (minimum depth of two (2) feet)
3. Upper wall break in color and/or materials (minimum of 2/3 up the height of the wall)
4. Wainscot (minimum of four (4) feet high)
5. Canopies (minimum four (4) foot width)
6. Corner and demising wall or building separations

More Desirable

D. Each development application must list building materials, roofing materials and building colors on the plans. Building articulation, mechanical screening by architectural elements and design elements on all building elevations must be identified on the plans. The plans shall be subject to City review and approval to ensure that the design intent of the Framework has been met.

Less Desirable

E. Building materials shall be high-quality durable materials, such as glass, stone, brick, windows, canvas awnings, etc.

1. Use local sources if available
2. Siding is not allowed (vinyl, metal, wood) except as a complimentary use
3. Use clear or lightly tinted glass for all windows and doors – mirrored, reflective or highly tinted glazing is not acceptable
4. Metal and wood components are acceptable as a complimentary, not primary, building material
5. COR1 sub-district buildings shall be primarily brick or a comparable alternative and shall comprise a minimum of fifty (50%) percent of the non-glazed wall area

F. Residential development should provide variety within the subdivision to avoid monotony. Developers will include front porches and windows that face all streets. Corner units shall have more than one (1) window per side of building to help create a sense of place in the community and promote safety on the street.

G. Garage forward or “snout houses” are highly discouraged on all residential development as they dominate the view from the street and sidewalk.

H. All sides of buildings shall have an equal finish in terms of materials and general design.

I. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.

J. Building massing shall be oriented parallel to the street frontage of the lot.

K. Trash and recycling areas shall be designed internal to the building.

L. Provide recessed entries wherever possible.

M. Buildings shall have a base and top to the architecture.

N. Multi-story buildings are preferred in the COR1 sub-district, but occasional single story buildings are acceptable; single story buildings should not dominate any street frontage and should be a minimum of twenty (20) feet to the roofline.

O. Maximize glass openings for all ground level, street front façades – especially for retail, restaurant and other commercial uses – fifty (50%) minimum of total ground level façade, or demonstrate great design through other means.

P. Provide real window openings for all street facing façades above ground level in all districts–a minimum of forty (40%) percent of total façade.

Residential uses in COR4 and COR5 must also comply with the following:

A. Location of main entrance

1. A building must include a front porch or covered balcony/patio at all main entrances that face a street. The porch or stoop shall adjoin the main entrance and the main entrance shall be accessible from the porch.
2. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.

B. *Porches*: Porches used to satisfy the design criteria shall comply with the following:

1. Porches shall be covered by a solid roof. The roof shall not

be located more than 12 feet above the floor of the porch. If the roof of a required porch is developed as a deck or balcony, it may be flat.

2. The porch shall have minimum dimensions of 6 feet by 6 feet. (6' x 6'). For single-family detached dwelling units, the covered area provided by the porch must be at least forty-eight (48) square feet and a minimum of eight (8) feet wide. If the main entrance is for more than one (1) dwelling unit, the covered area provided by the porch must be at least sixty-three (63) square feet and a minimum of nine (9) feet wide.

C. *Covered balconies/patio:* The covered area must be at least forty-eight (48) square feet, a minimum of eight (8) feet wide, and no more than fifteen (15) feet above grade. The covered area must be accessible from the interior living space of the house.

D. *Openings between porch floor and ground:* Openings of more than one (1) foot between the porch floor and the ground must be covered with a solid material or lattice.

E. Roofs

1. *Slope:* Principal structures must have a roof that is sloped, with a pitch that is no flatter than six (6) units of horizontal run to twelve (12) units of horizontal rise.
2. *Architectural features:* The roof of a principal structure shall include the following architectural details:
   a. At least one (1) dormer facing the street. If only one (1) dormer is included, it shall be at least five (5) feet wide and shall be centered horizontally between each end of the front elevation. If more than one (1) dormer is provided, a dormer at least four (4) feet wide must be provided on each side of the front elevation; or
   b. A gabled end, or a gabled end of a roof projection, facing the street.
3. *Roof eaves:* Roof eaves must project from the building wall at least twelve (12) inches, measured horizontally, on at least the front and side elevations.

THE COR
AT RAMSEY
DISTRICT BOUNDARIES
BOUNDARY LABELS
LANDFORM
Sub-District Map
Version 6.1
9/21/2012
4C
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1

Sub-District Framework - COR1 Mixed Use Core

Public Realm / Streetscape

Public realm and streetscape improvements define the character of The COR and create a memorable signature for the Mixed Use Core sub-district. This is the most urban of all sub-districts in The COR and will be developed with a very urban pattern. Great parks and great streets, encourage intensified levels of activity, support the proposed mix of uses, invite community gathering and accommodate special events throughout the year.

Site Development

Framework standards that address building location, organization of space and parking options tend to focus on what can be measured – dimensions, setbacks, number of spaces and so on. But in addition to these issues, the Design Framework also describes the aesthetic qualities and design character of a preferred 'urban form' for the Mixed Use Core. The compact and higher density blocks that define this sub-district encourage a mix of uses, with a continuous built edge along street frontage. Innovative parking strategies support this mix, providing easy access to destination shopping, restaurant and entertainment venues. Together these elements will promote the core area as the center of activity – the place to see and be seen within The COR.

Architecture

Buildings in the Mixed Use Core will play a major role in defining the overall character of The COR. The proposed mix of uses for this signature destination suggests the potential for a variety of building types, demanding creativity and innovation to highlight unique architecture, while knitting the entire sub-district together as a coherent whole. Overall building design is an important consideration, but emphasis on first floor façade treatments is essential to encourage street-level activity and enhance the pedestrian experience. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 3

COR1 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	20 feet	20 feet	20 feet	20 feet	20 feet	20 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [1]	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.75	.75	.75	.75	.75	.75
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR2 Commercial

Public Realm / Streetscape

While the Commercial Sub-district encourages a mix of large and small floor plates accommodating auto-oriented uses, this suggests even greater attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. Surface parking lots provide convenient access to storefronts, but present an additional challenge to the overall visual character and aesthetic appeal of this area. While no large public parks are identified for this sub-district, small pocket parks, squares or other gathering spaces are encouraged. A consistent, attractive streetscape is also essential.

Site Development

Site Design Framework for this sub-district focus on a unique opportunity to recast typical commercial development patterns into a contemporary and innovative strategy that responds to overall objectives for The COR. Specifically, this suggests that the majority of buildings front on the primary through streets, with parking and service areas on the side or in the back, away from view. However, the market realities suggest that the types of auto-oriented users in this district will have the potential for larger parking fields and drive-throughs that will make a true urban model challenging. The City will hold all users to this design vision while modifying the COR2 standards slightly to accommodate these types of more typical suburban land uses. A mix of uses within individual blocks, including retail, restaurant and residential, further enhances this model, addresses design character/aesthetics and promotes activity throughout much of the day and evening hours.

Architecture

Buildings in the Commercial Sub-district make a significant contribution to first impressions of The COR. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey a certain character and the scale or massing of structures begins to define the feel or experience of this place. These are not just 'commodity' buildings, but instead should raise the bar in terms of overall design and specific details that make The COR unique, inviting and memorable. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 4

COR2 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Minimum lot depth	100 feet	100 feet	100 feet	100 feet	100 feet	100 feet
Allowable residential density in dwelling units per acre [1]	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	30 feet as measured from building front to right-of-way[2][3] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.
Planter Style	N/A	Boulevard Sod	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	6 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least forty (40%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply only to one (1) street frontage.
   1. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.
   2. The City may approve a variation from the required build to line if the applicant provides a street edge consisting of fencing, decorative wall and/or landscaping with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the

level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the forty (40%) percent required on all street frontages.

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Sub-District Framework - COR3 Workplace

Public Realm/Streetscape

The Workplace Sub-district also encourages a mix of large and small floor plate buildings, but instead of commercial or entertainment, this area of The COR is dominated by office and institutional uses. With opportunities for corporate or medical campus development comes the attendant auto-related infrastructure – easy access, bigger streets and large surface parking lots. Once again, this suggests that equal attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. The Draw, an active, neighborhood scale, recreational play space has been included in this sub-district, but small pocket parks, squares or other gathering places are also encouraged. In addition, streetscape improvements provide an important public amenity and inviting pedestrian connection to adjacent sub-districts.

Site Development

The mix of medical, office, institutional and other uses in this sub-district suggest the potential for a campus-like arrangement of buildings on some blocks. These blocks would tend to be more internally oriented than in other districts, with driveways, parking lots, courtyards and walkway connections in the center, ringed by buildings around the outside. Buildings would still face adjacent streets, with both primary and secondary entries provided to animate these important façades, particularly along Ramsey Boulevard, Sunwood Drive and Rhinestone Street. While the Workplace sub-district also encourages mixed use, this desired development objective will likely occur mostly within blocks, not within individual buildings as seen in other districts.

Architecture

Buildings in the Workplace Sub-district also make a significant contribution to first impressions as people enter The COR via Highway 10, Ramsey Boulevard and Sunwood Drive. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey quality and permanence, and the scale or massing of structures begins to define the feel and character of this place. The proposed mix of uses within this sub-district suggest a variety of potential building types – blending medical campus with small office, storefront and some housing -- demands design creativity and innovation to highlight unique architecture, and knit the entire sub-district together as a coherent whole. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 5

COR3 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	40 feet	40 feet	40 feet	40 feet	40 feet	40 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [1]	none	none	none	none	none	none
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.25	.25	.25	.25	.25	.25
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR4 Neighborhood

Public Realm/Streetscape

Two prominent public parks supply much of the informal green space for The COR, and more specifically, provide the valuable park frontage and mix of amenities needed to support housing development within the Neighborhood Sub-district. North Commons surrounds an existing wetland and provides open space for year-round activities including a proposed sledding hill. The sub-district is adjacent to The Draw, which is characterized by wetlands, ponds and a meandering stream channel surrounded by gently sloping hills. Other park features include active and passive recreation areas, natural and manicured landscapes, education and interpretation opportunities, pedestrian and bicycle trails and many other amenities. Tree-lined streets connect these parks to surrounding residential neighborhoods and to nearby parks and amenities throughout The COR.

Site Development

The Neighborhood Sub-district emphasizes residential development. To support the proposed mix of housing, a framework of streets and blocks, based on the traditional grid system, encourages compact development patterns with increasing densities closer to the heart of The COR. Typical blocks either front onto signature parks or include some private green space within the site; many blocks have both. The arterial streets that frame this property, including Ramsey, Armstrong and Bunker Lake Boulevards, provide an important 'face' for this sub-district. Residential front doors will connect with public walks along each of these streets promoting the urban character of The COR.

Architecture

The largest in terms of overall acreage, the Neighborhood Sub-district will define the character and quality of the entire northern half of The COR property. With prominent street frontage along most of the major thoroughfares that serve this site, the variety of choices for building type, architectural style and design detailing are crucial decisions that together will promote a safe and attractive residential neighborhood. Integrating contemporary and traditional styles is also an important consideration, central to the notion that a unique and creative model for housing development will be a signature for The COR. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 6

COR4 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	20 feet	20 feet	20 feet	20 feet	20 feet	20 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [1]	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.25	.25	.25	.25	.25	.25
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR5 Parks & Open Space

Public Realm/Streetscape

The overall structure of The COR is based on a system of linked parks, trails and open space. This includes existing and proposed parks and trails defined in city and regional parks plans, joined with new parks and trails within The COR. Of equal importance is the contribution from each block and each development project to this green structure, adding a variety of private, semi-private and perhaps some additional public space throughout each sub-district. Great strolling streets provide connections between commercial, workplace, entertainment and residential neighborhoods and encourage shared use for cars, pedestrians and bicycles.

Site Development

The COR Master Plan illustrates a strong framework of green space, including a mix of public parks, destination amenities, courtyards, commons and other features. As a key component of the overall plan, this integrated system of parks, trails and open space provides the framework around which all other land uses are organized. Placemaking and connectivity are important site development considerations, linking each block and each sub-district with major public spaces nearby and with many other amenities and attractions in The COR.

Architecture

There are numerous opportunities to include buildings and other structures as significant design features within the proposed parks, trails and open space system for The COR. These could range from simple picnic shelters and landscaped arbors to more complex park buildings that might contain meeting rooms, rest rooms, storage areas and other facilities. Design of these important buildings should respond to the specific setting and landscape features in each park, and complement the overall character and quality of buildings located within surrounding blocks. Additionally, limited retail is planned along the perimeter of the park.

Table 7

COR5 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	0.5	N/A	0.5	0.5	0.5	0.5
Minimum lot width	N/A	N/A	N/A	N/A	N/A	N/A
Minimum lot depth	N/A	N/A	N/A	N/A	N/A	N/A
Allowable residential density in dwelling units per acre [1]	N/A	N/A	N/A	N/A	N/A	N/A
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	N/A	N/A	N/A	N/A	N/A	N/A
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	N/A	10 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	N/A	no req.	no req.	no req.	no req.
Rear yard	no req.	N/A	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet	N/A	25 feet	25 feet	25 feet	25 feet
Building height (min. - max.)	1-2 stories.	N/A	1-2 stories.	1-2 stories.	1-2 stories.	1-2 stories.
Planter Style	N/A	N/A	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	N/A	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	N/A	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	N/A	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. Where commercial buildings are planned, at least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

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Implementation

Introduction

This framework provides distinct strategies for guiding The COR's form and appearance. This framework's vision for the COR will take several years to implement. Successful implementation will require consistent application of the Design Framework by City staff. Zoning enforcement and design framework standards will not succeed without the cooperation and commitment of landowners, development interests, and the rest of the community.

Design Review

The Design Framework will be administered by staff as part of the development review process. Staff will incorporate design review to ensure compliance with the Design Framework as a standard step in the development review process.

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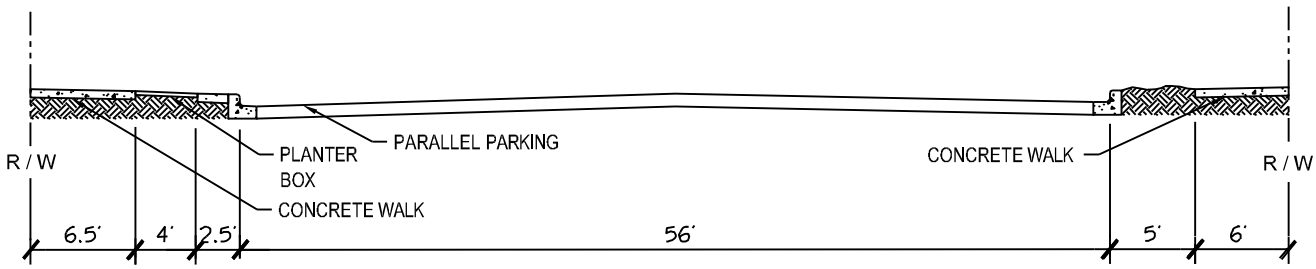
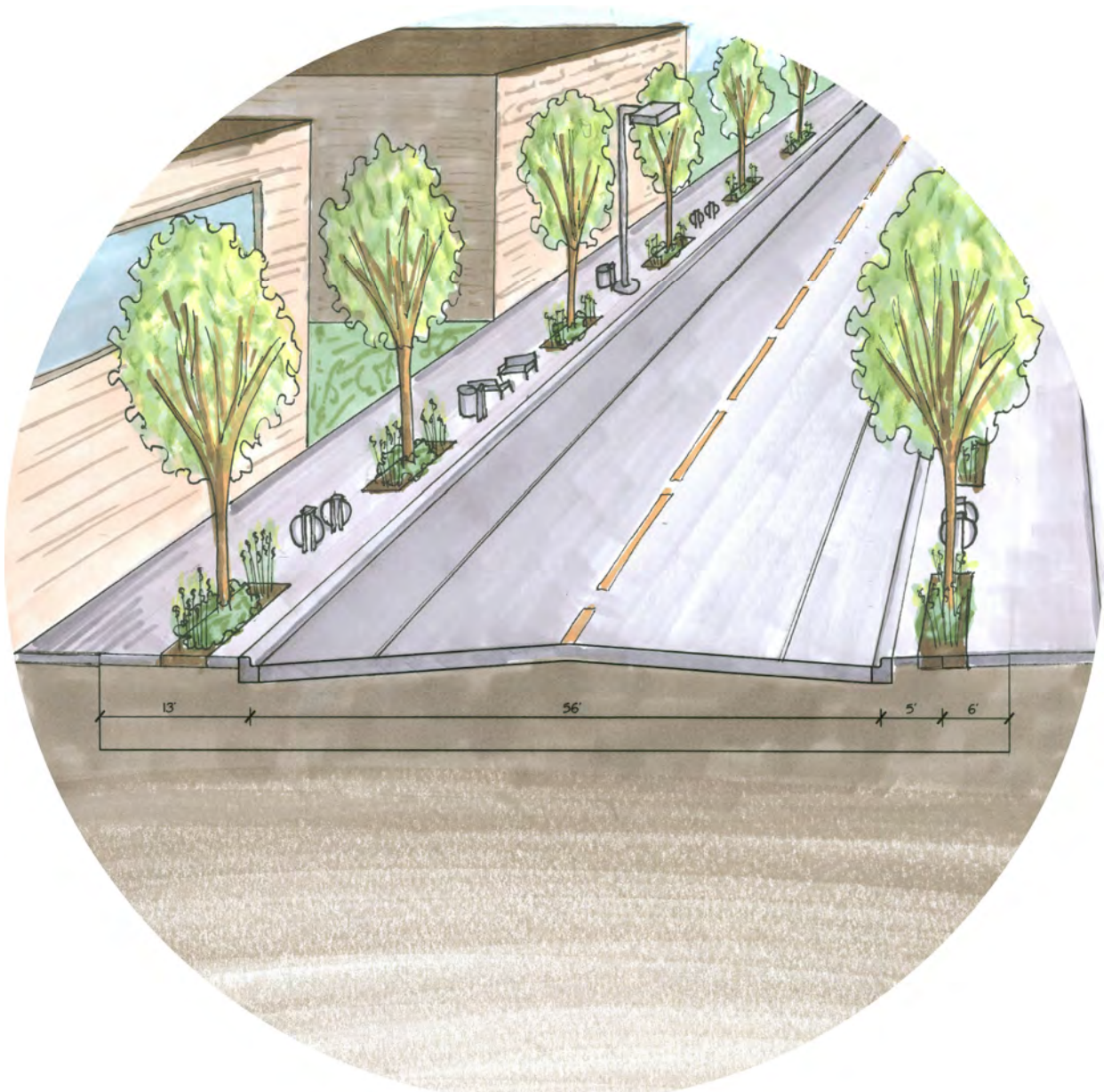
APPENDIX A:
SPECIFICATIONS AND DETAILS



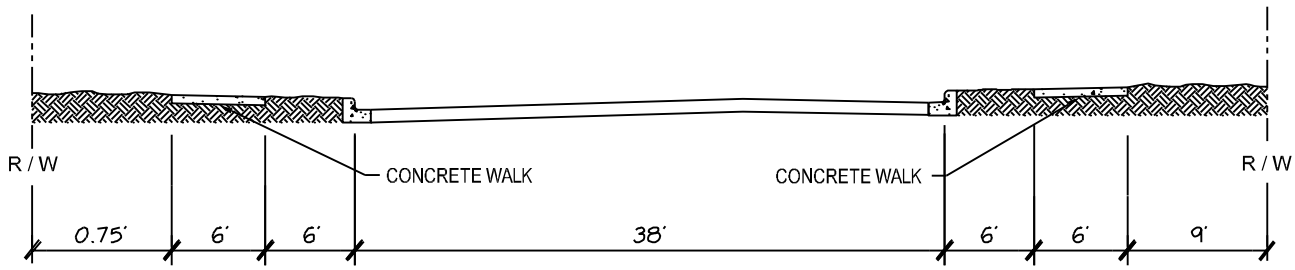


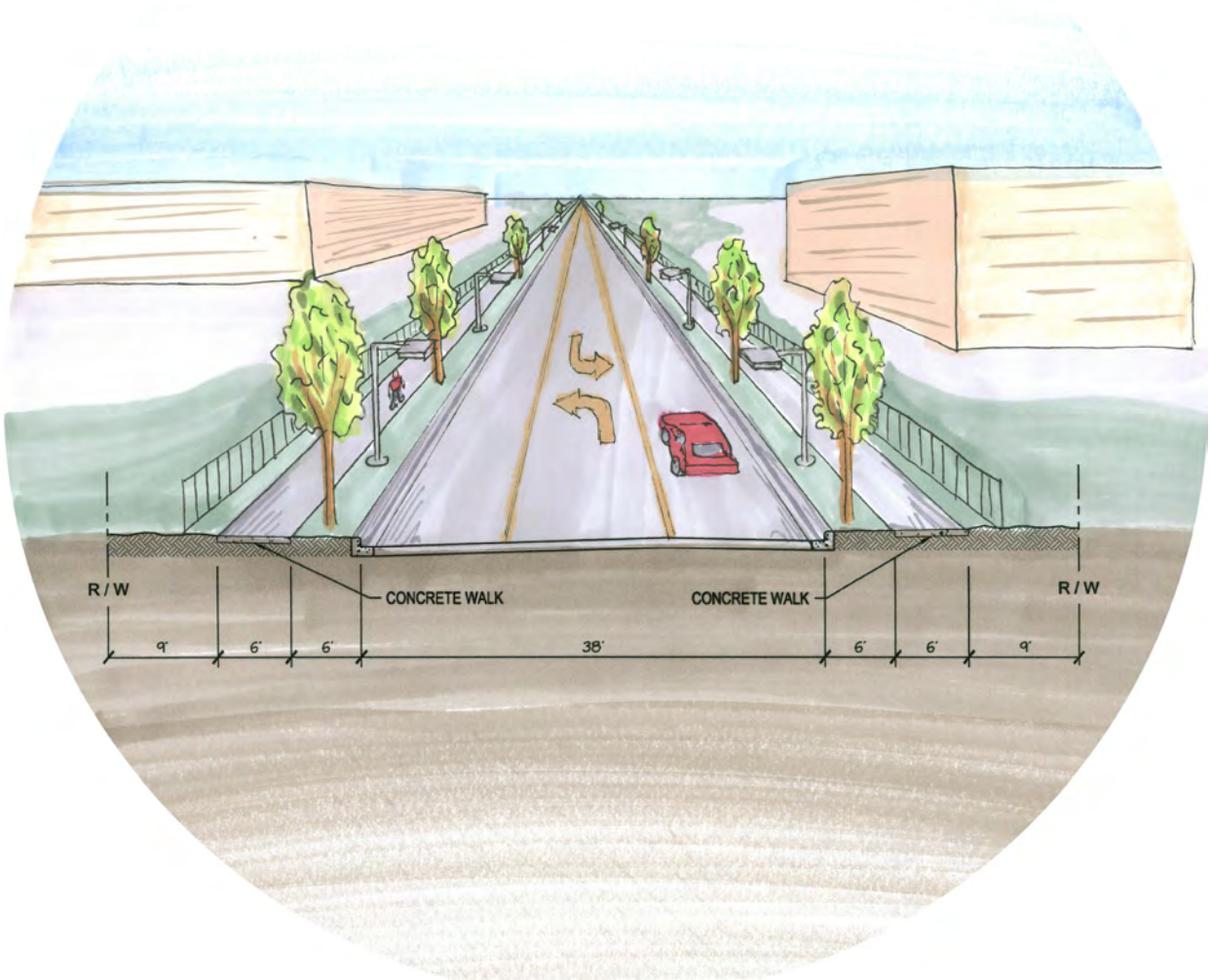
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #1
Sunwood Dr. East of Zeolite St.

THE COR
RAMSEY, MINNESOTA



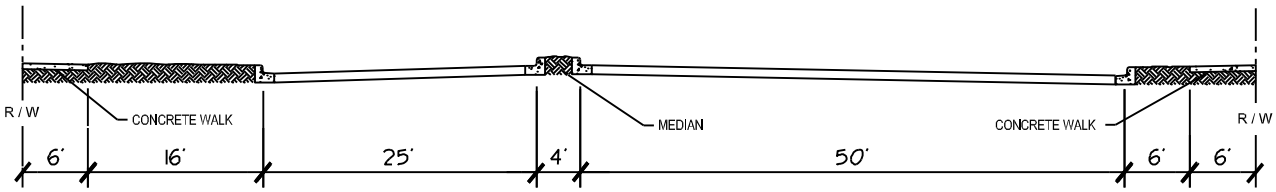


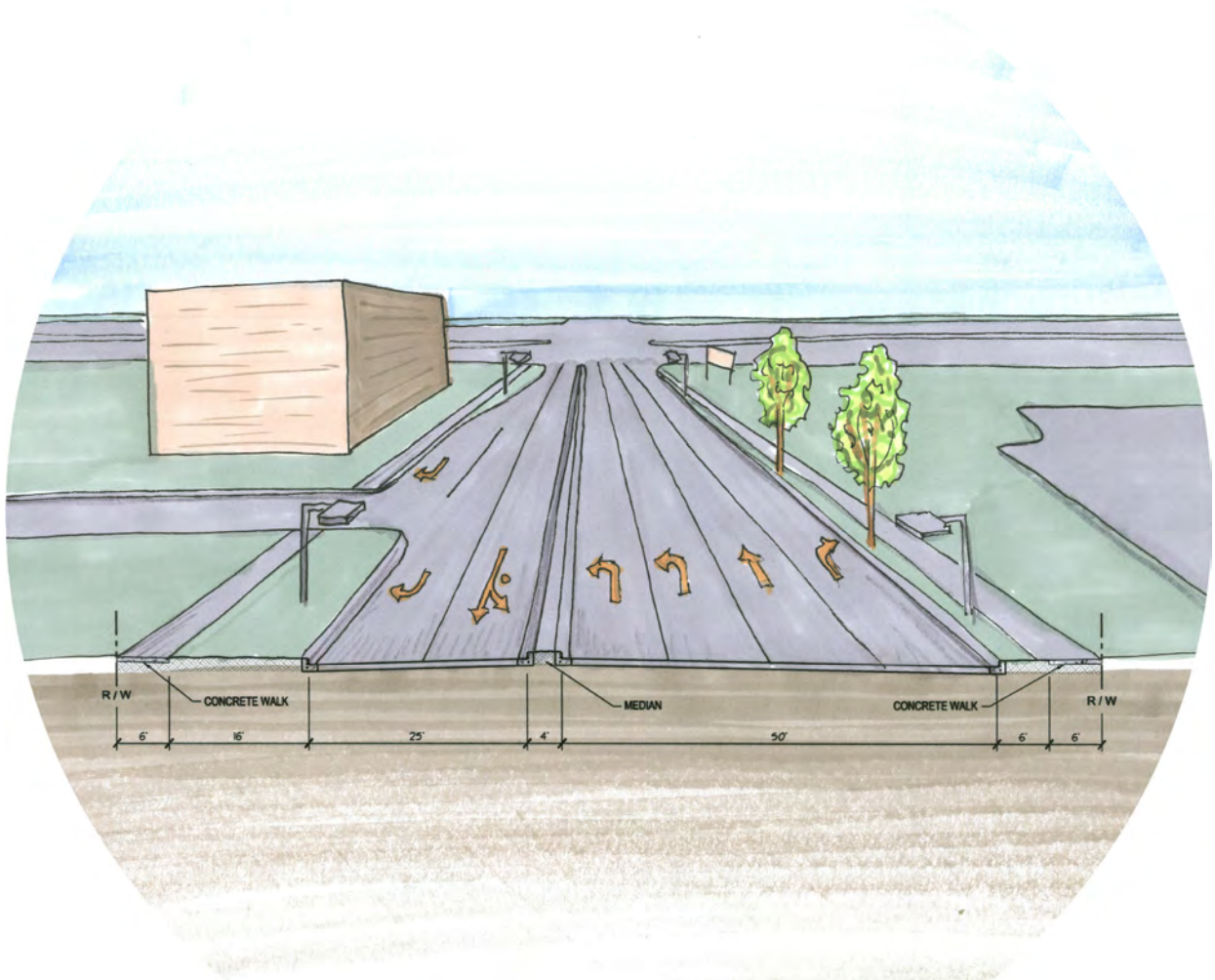
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #2
Sunwood Dr. West of Zeolite St.

THE COR
RAMSEY, MINNESOTA



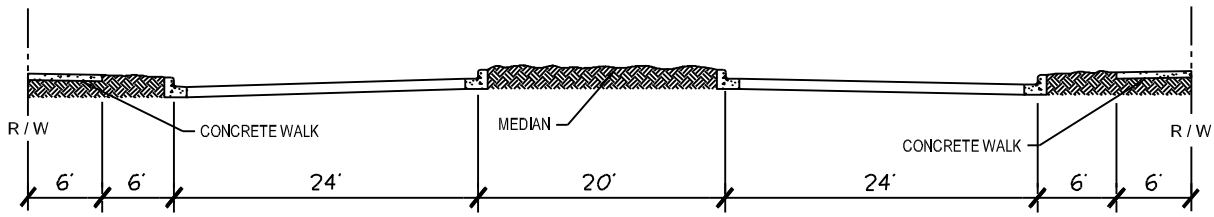


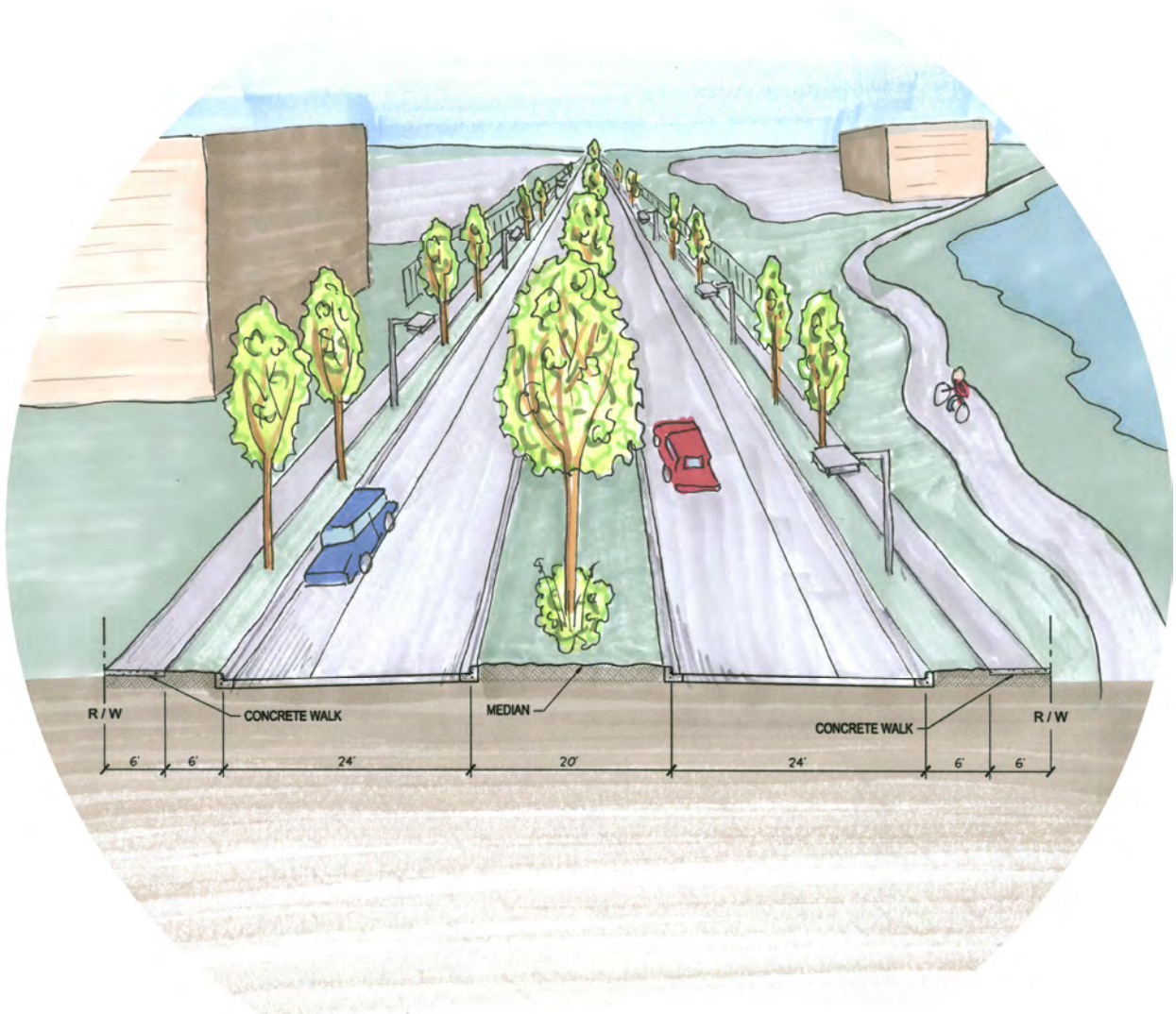
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #3
Ramsey Pkwy. West of Roundabout

THE COR
RAMSEY, MINNESOTA



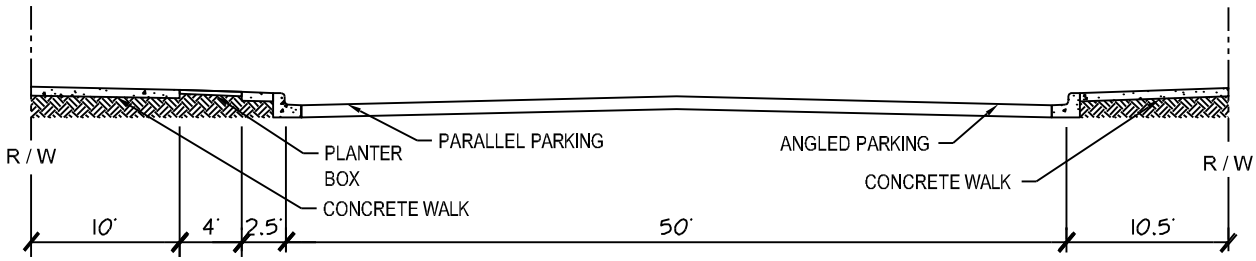


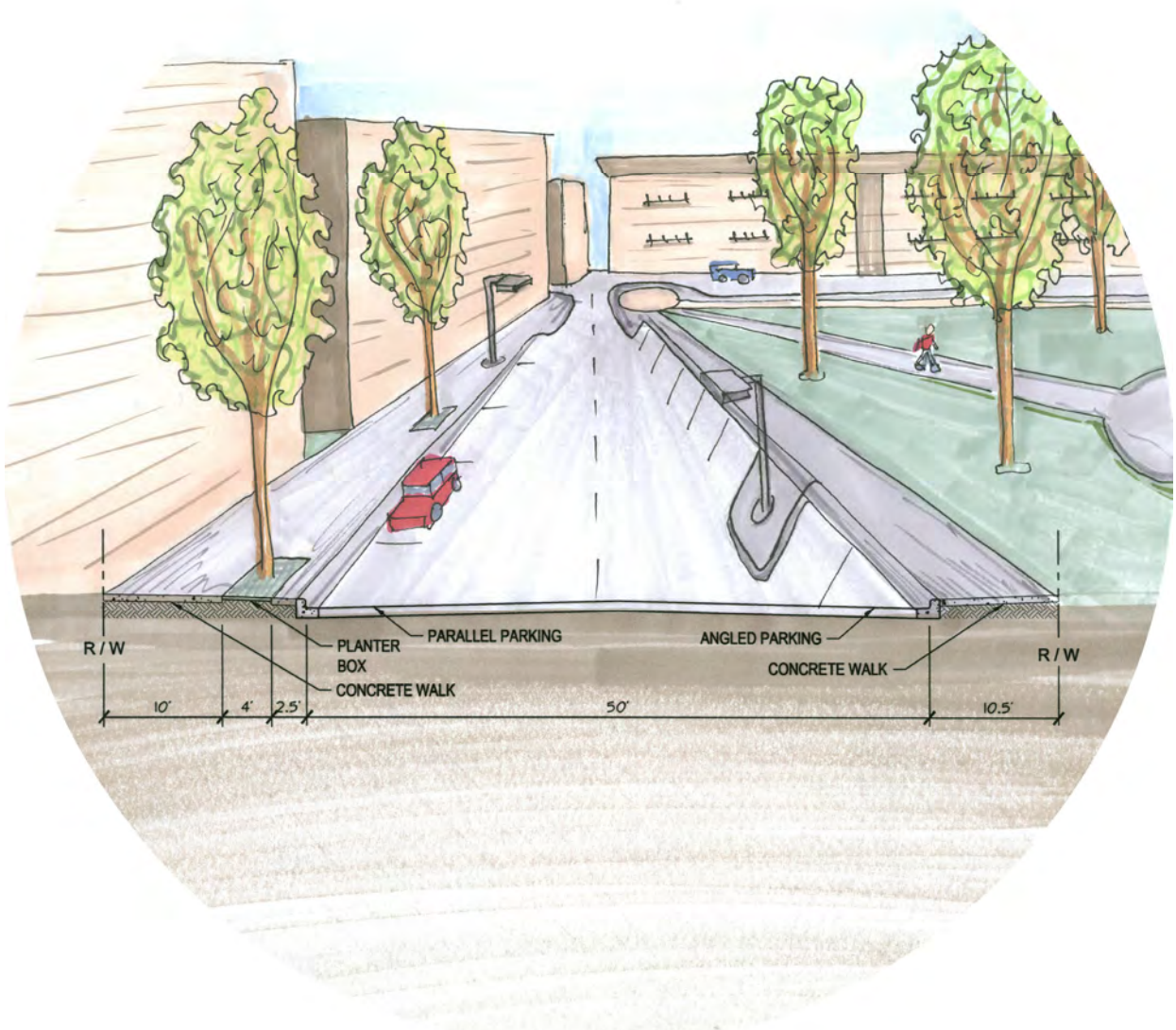
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #4
Ramsey Pkwy. East of Zeolite St.

THE COR
RAMSEY, MINNESOTA



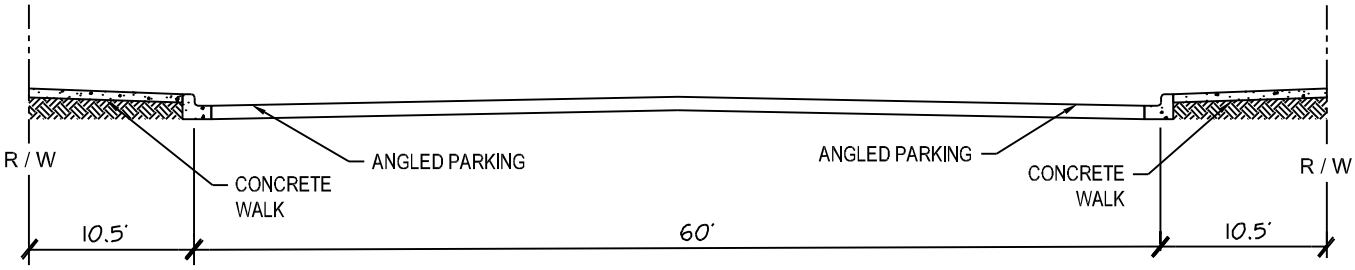


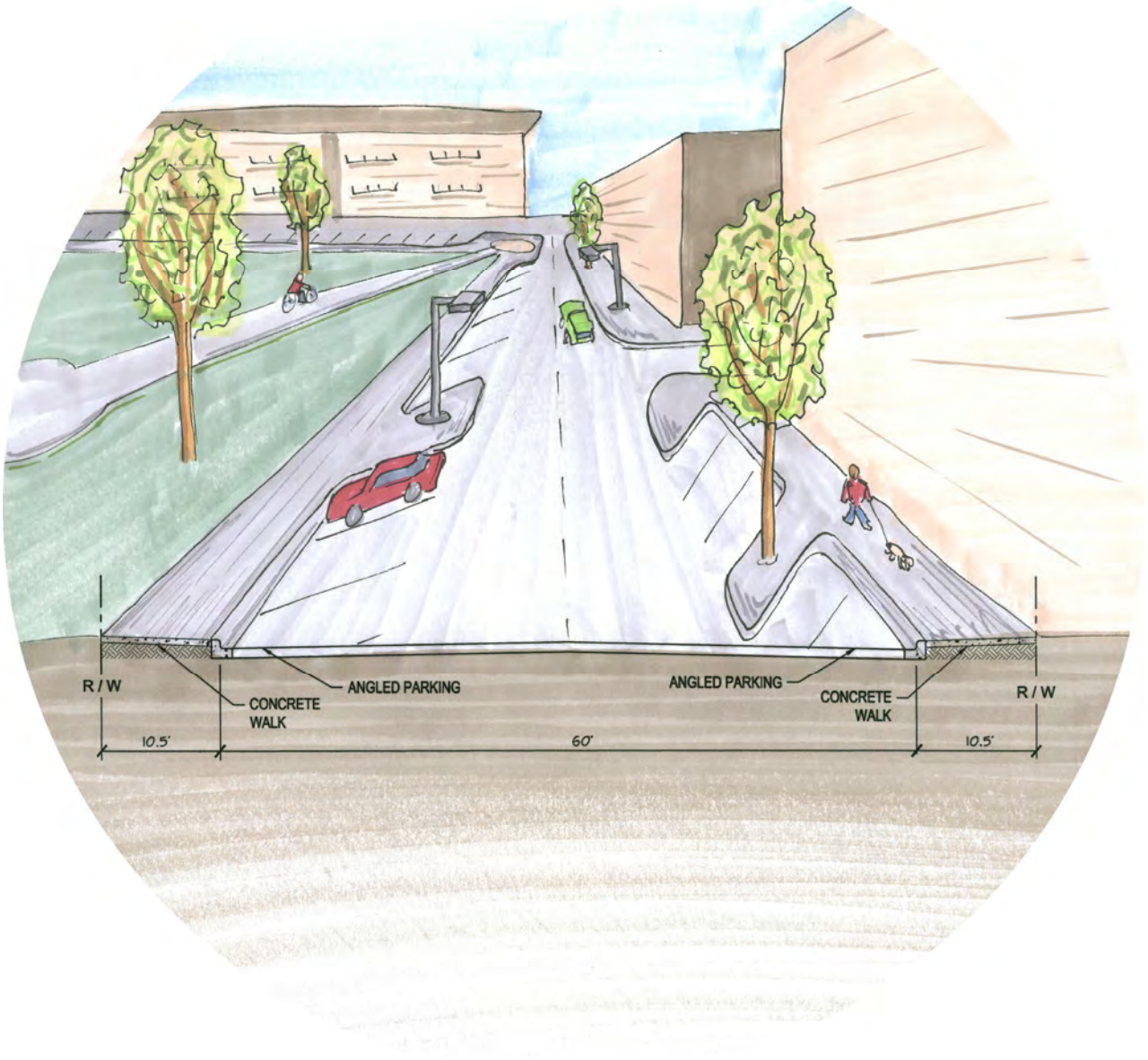
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #5
West of Municipal Plaza

THE COR
RAMSEY, MINNESOTA



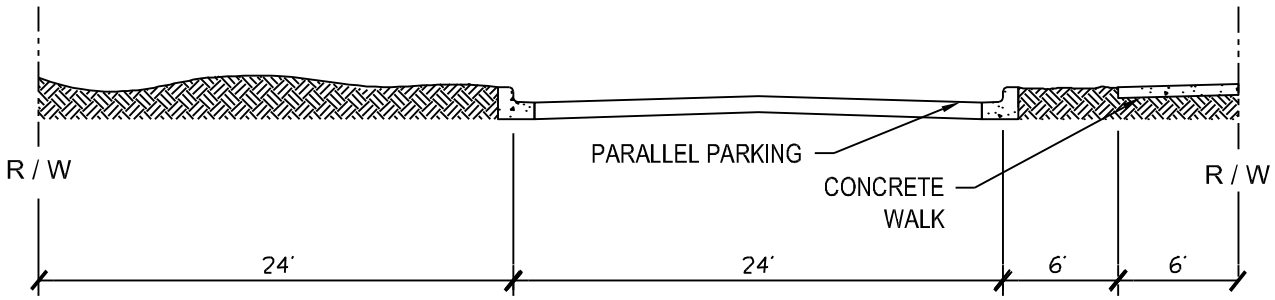


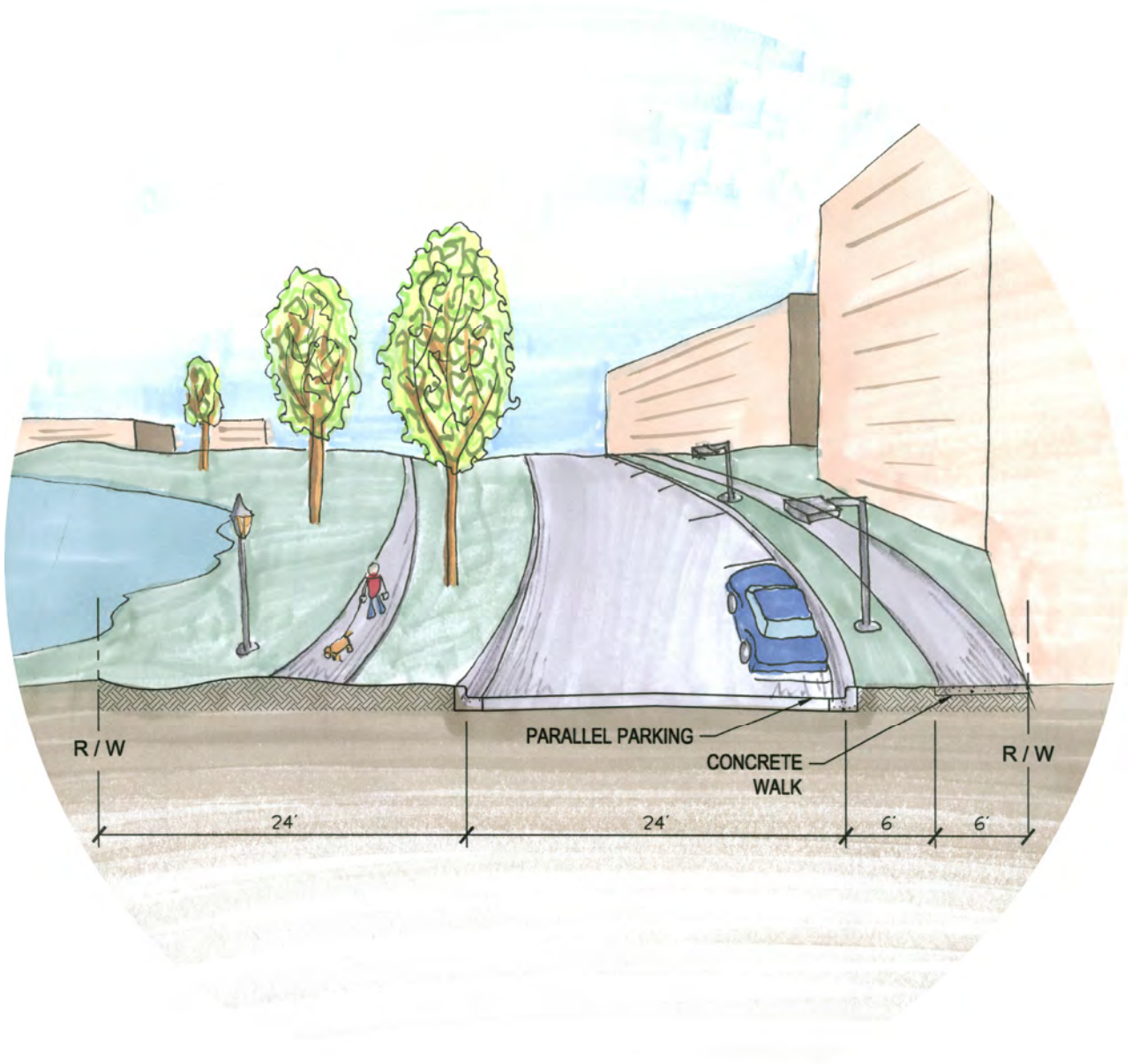
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #6
Center St. East of Municipal Plaza

THE COR
RAMSEY, MINNESOTA





LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #7
Ramsey Pkwy. South of The Draw

THE COR
RAMSEY, MINNESOTA

THE COR
AT RAMSEY

- PYLON/COMMUNITY SIGNS
- COMMUNITY KIOSK
- PROJECT GATEWAY
- PARKING

*See 'Appendix B' for sign details

LANDFORM
From Site to Finish

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Signage Plan

09/06/2012

DRAFT

EXHIBIT B.1

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PYLON/COMMUNITY SIGN 'A'
Armstrong Blvd. & Highway 10

THE COR
RAMSEY, MINNESOTA

Eastbound

Westbound

DRAFT

EXHIBIT B.2

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PYLON/COMMUNITY SIGN 'B'
Commuter Rail & Highway 10

THE COR
RAMSEY, MINNESOTA

DRAFT

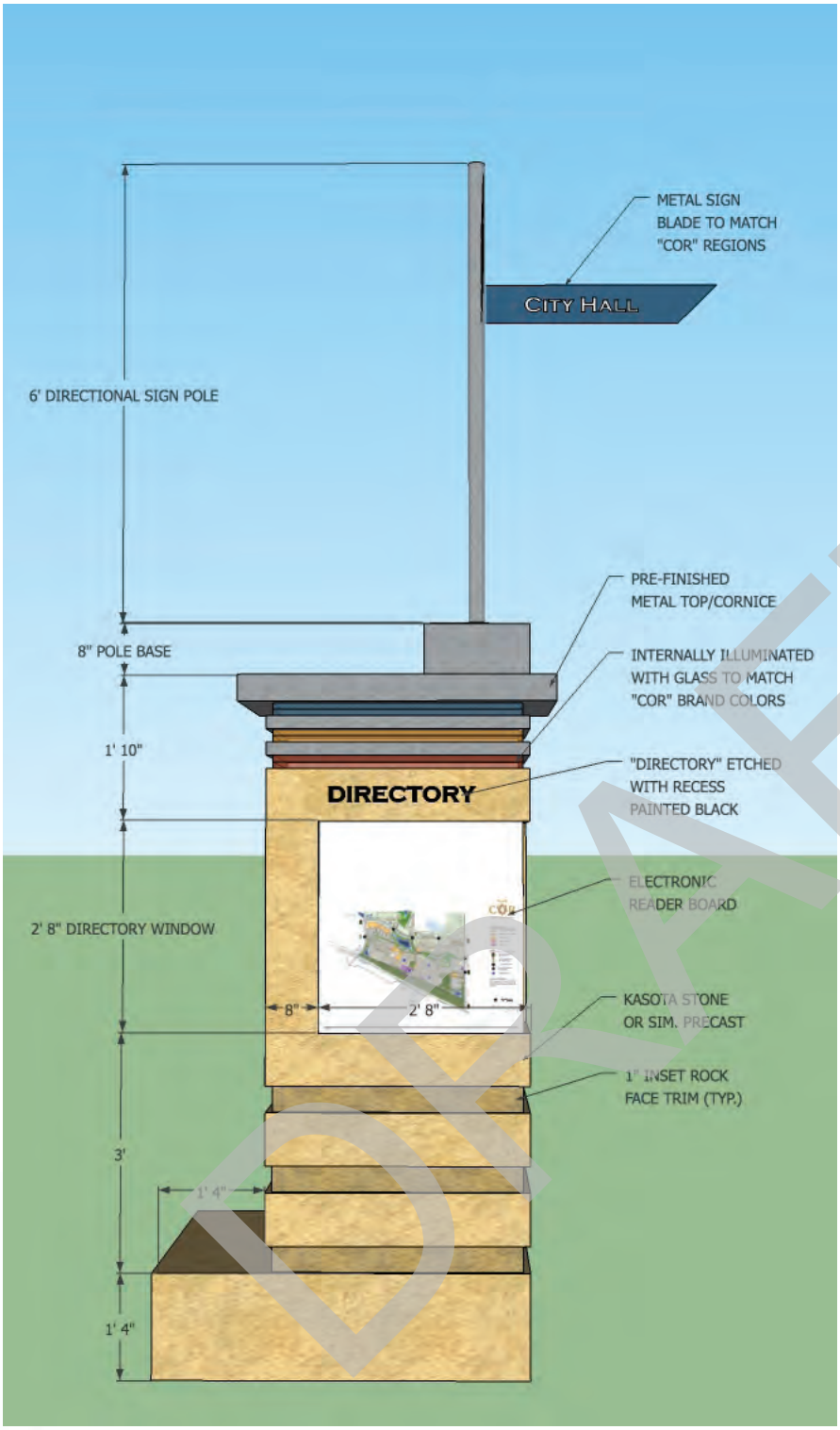
EXHIBIT B.3

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

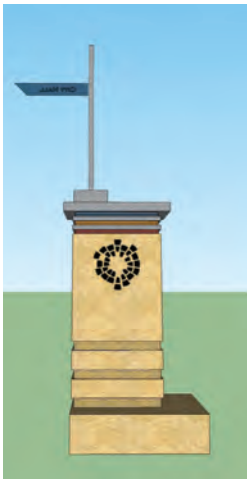
PYLON/COMMUNITY SIGN 'C'
Ramsey Blvd. & Highway 10

THE COR
RAMSEY, MINNESOTA

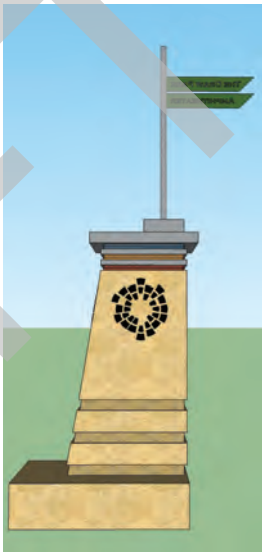


DIRECTORY PANEL VIEW

EVENTS PANEL VIEW

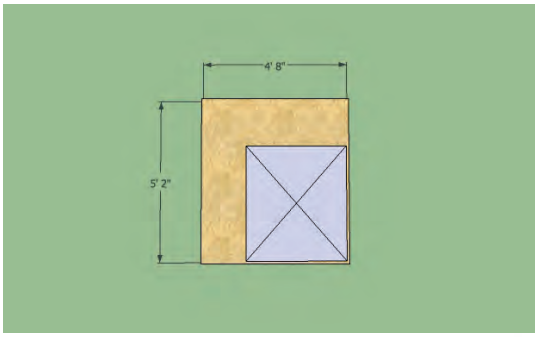


REAR VIEW



SIDE VIEW

PERSPECTIVE



PLAN VIEW

DRAFT

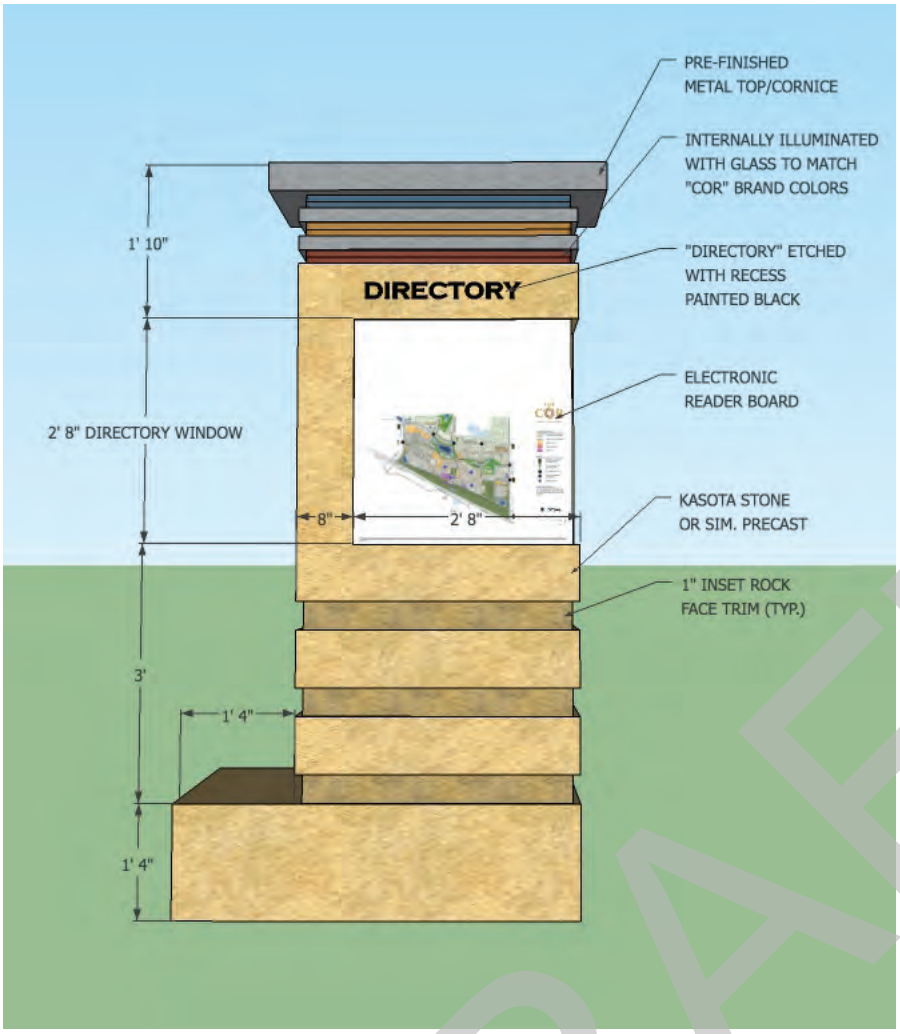
EXHIBIT B.4

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

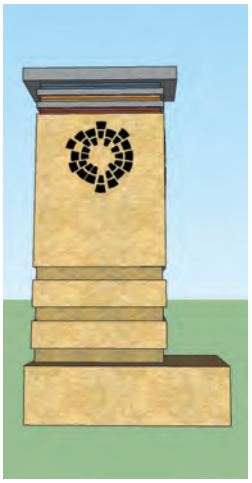
COMMUNITY KIOSK 'A'
Commuter Rail & Veterans Dr.

THE COR
RAMSEY, MINNESOTA



DIRECTORY PANEL VIEW

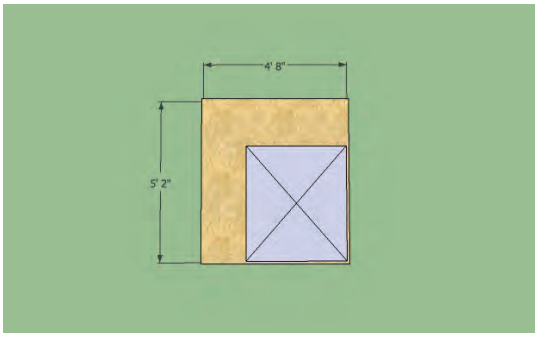
EVENTS PANEL VIEW



REAR VIEW

SIDE VIEW

PERSPECTIVE



PLAN VIEW

DRAFT

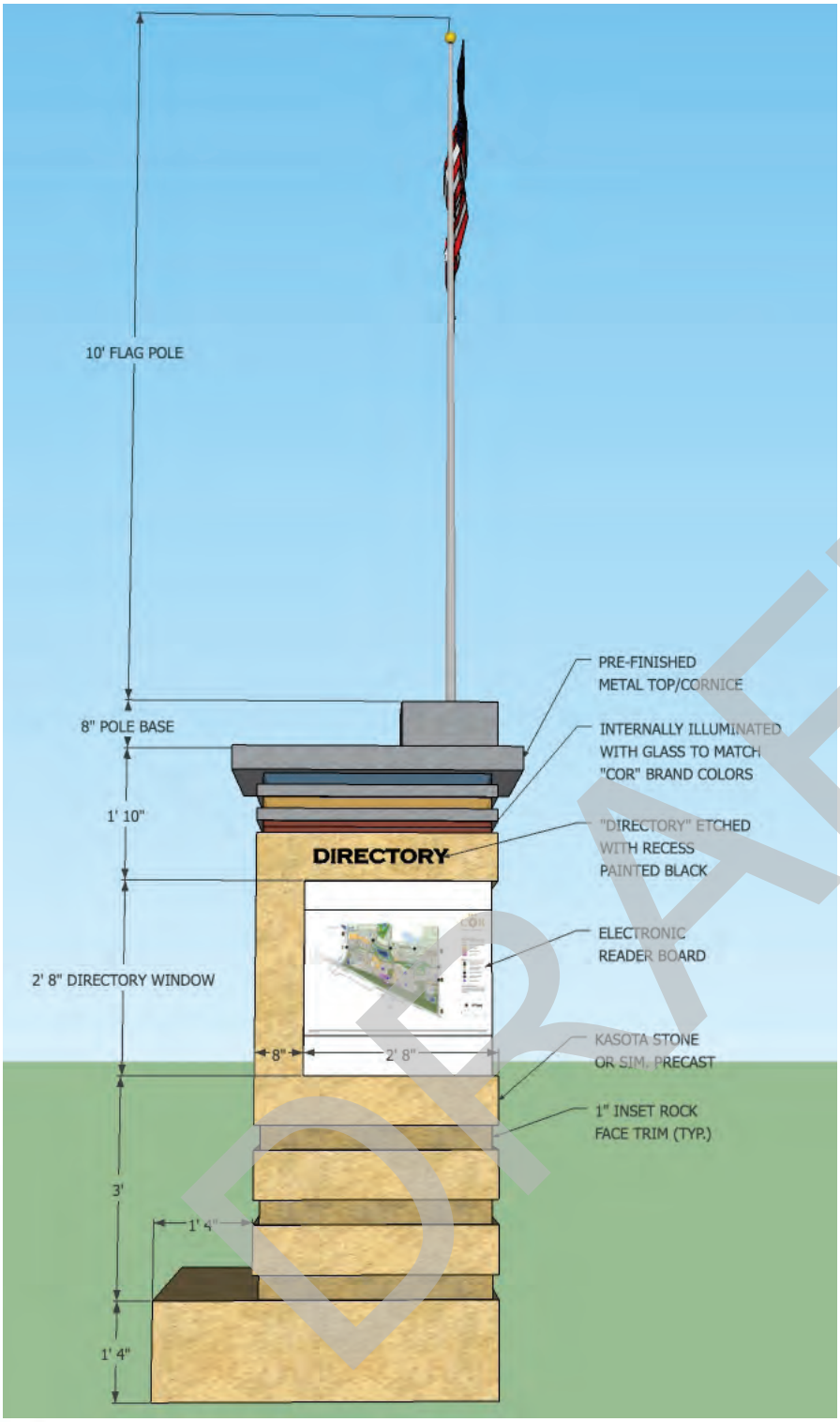
EXHIBIT B.5

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

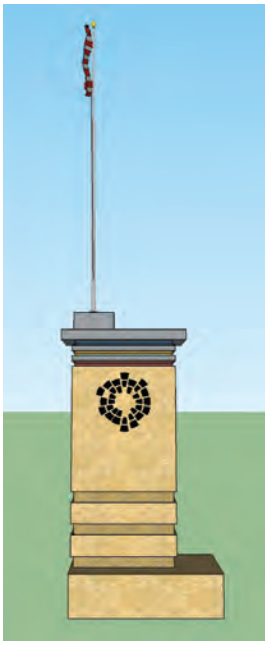
COMMUNITY KIOSK 'B'
Sunwood Dr. & Center St.

THE COR
RAMSEY, MINNESOTA



DIRECTORY PANEL VIEW

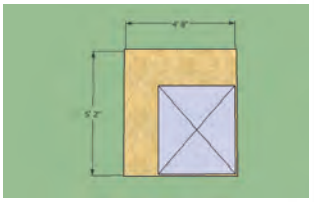
EVENTS PANEL VIEW



REAR VIEW

SIDE VIEW

PERSPECTIVE



PLAN VIEW

DRAFT

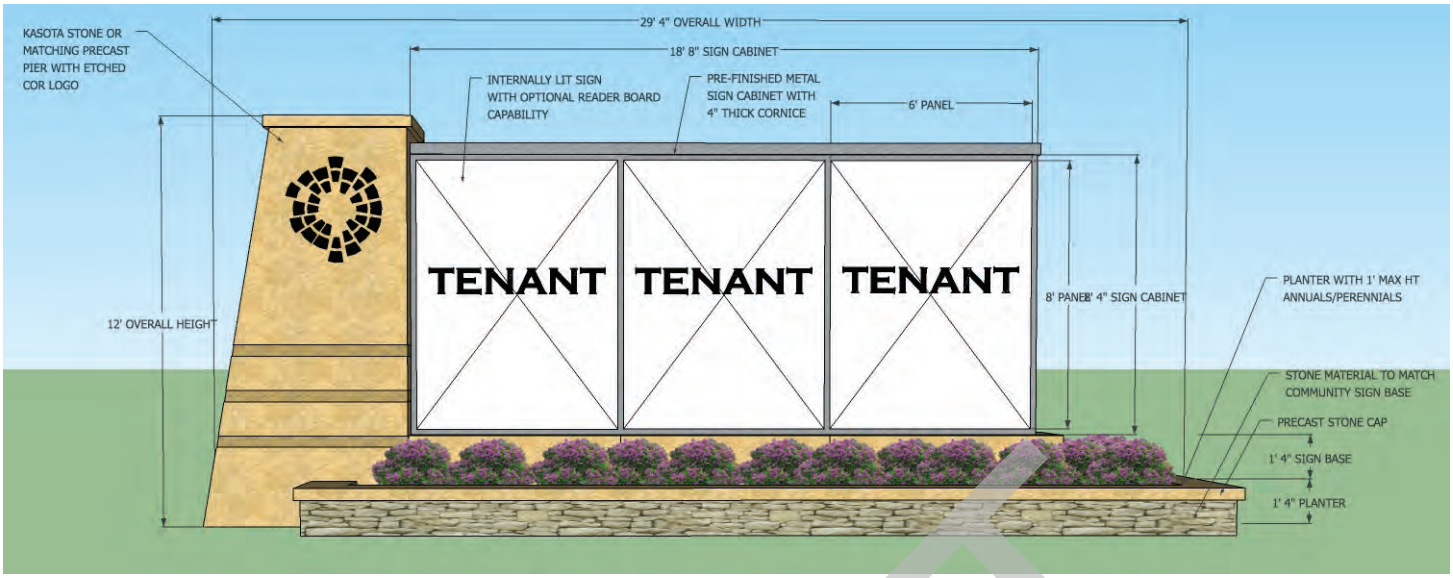
EXHIBIT B.6

LANDFORM
From Site to Finish

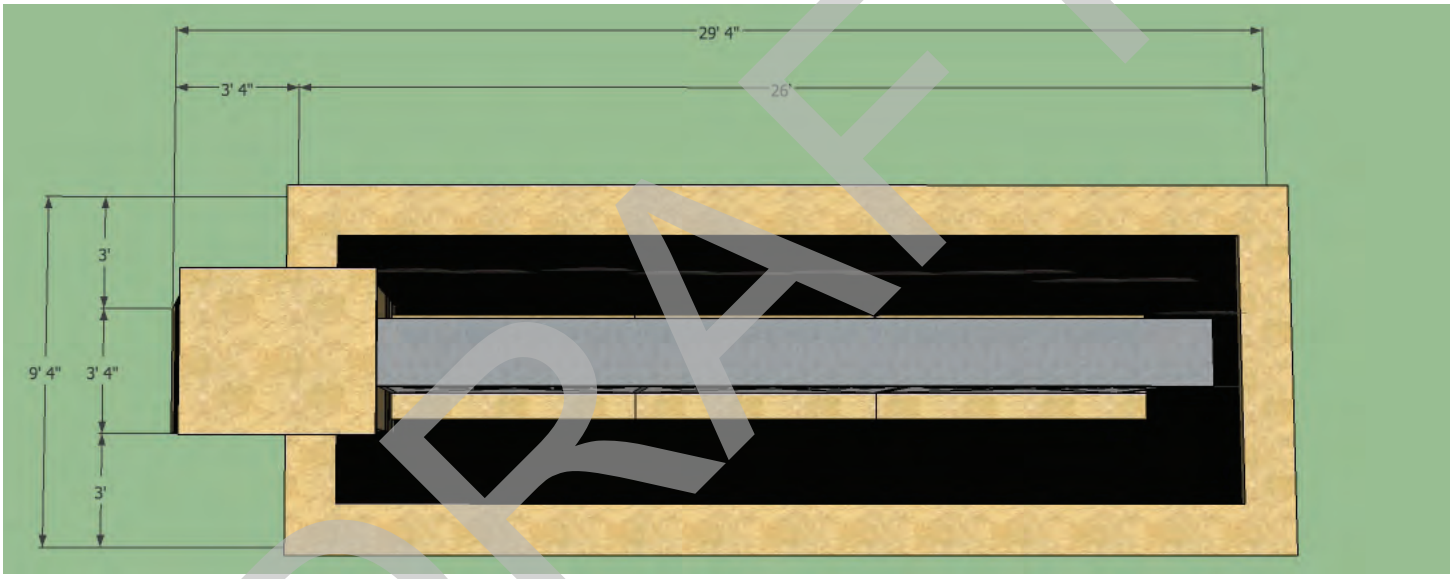
DESIGN FRAMEWORK
The COR at Ramsey

COMMUNITY KIOSK 'C'
Sunwood Dr. at Municipal Plaza

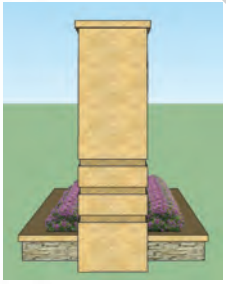
THE COR
RAMSEY, MINNESOTA



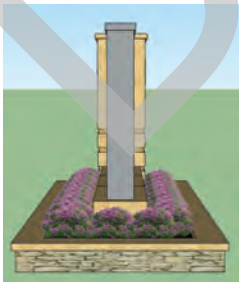
ELEVATION AT SUNWOOD



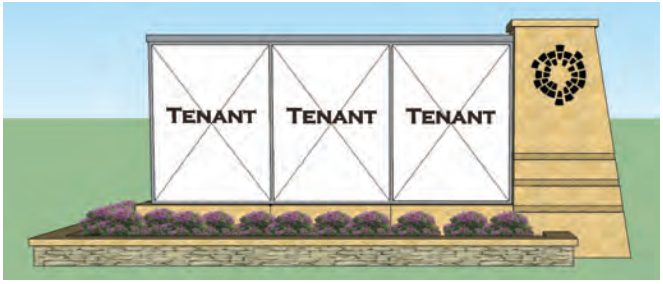
PLAN VIEW



PROFILE VIEW



PROFILE VIEW



ELEVATION

EXHIBIT B.7

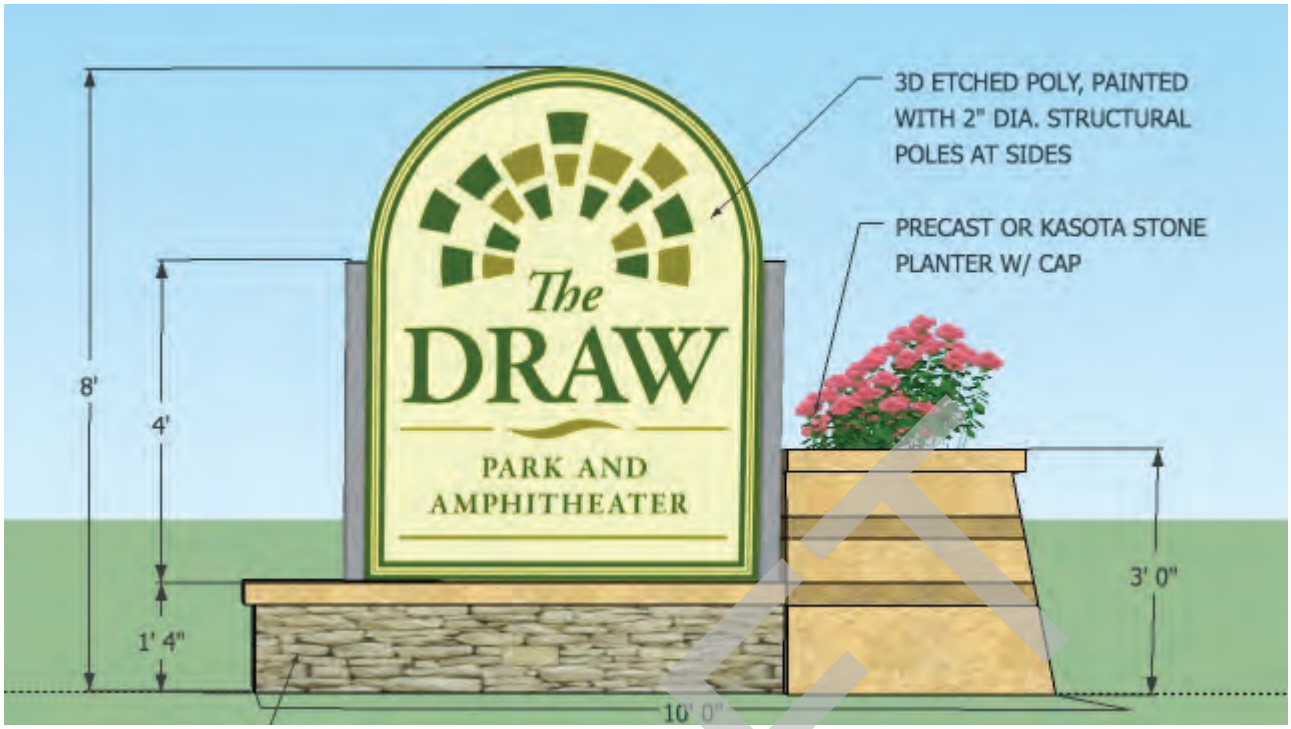
DRAFT

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'A'
Sunwood Dr. & Armstrong Blvd.

THE COR
RAMSEY, MINNESOTA



DRAFT

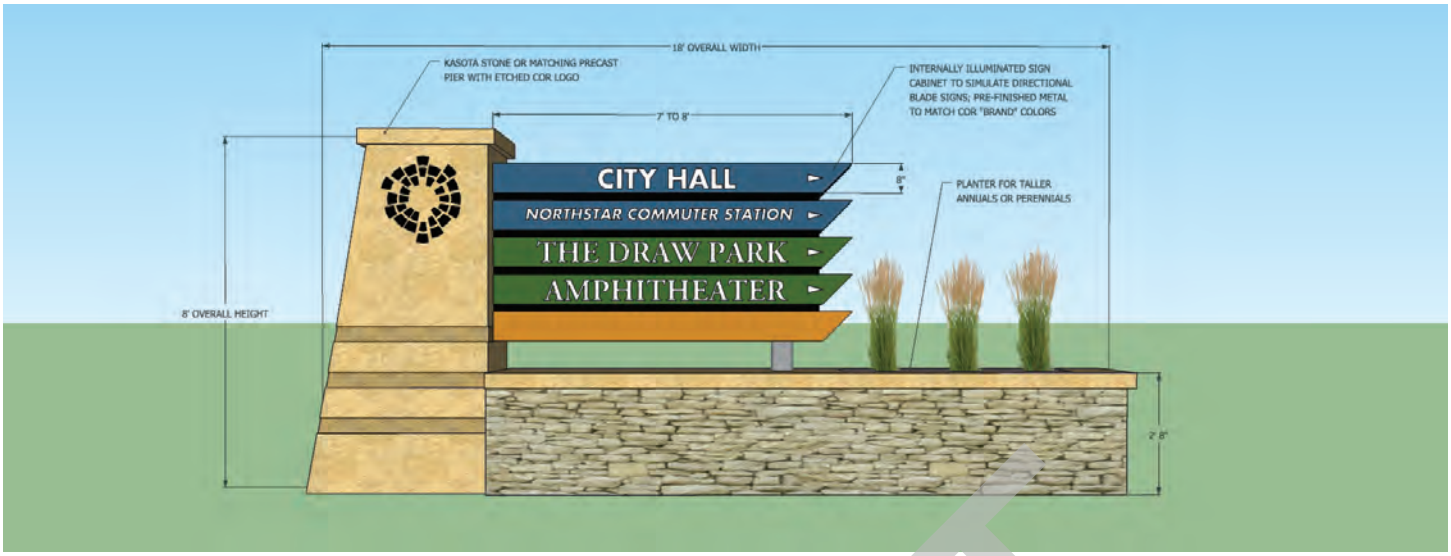
EXHIBIT B.8

LANDFORM
From Site to Finish

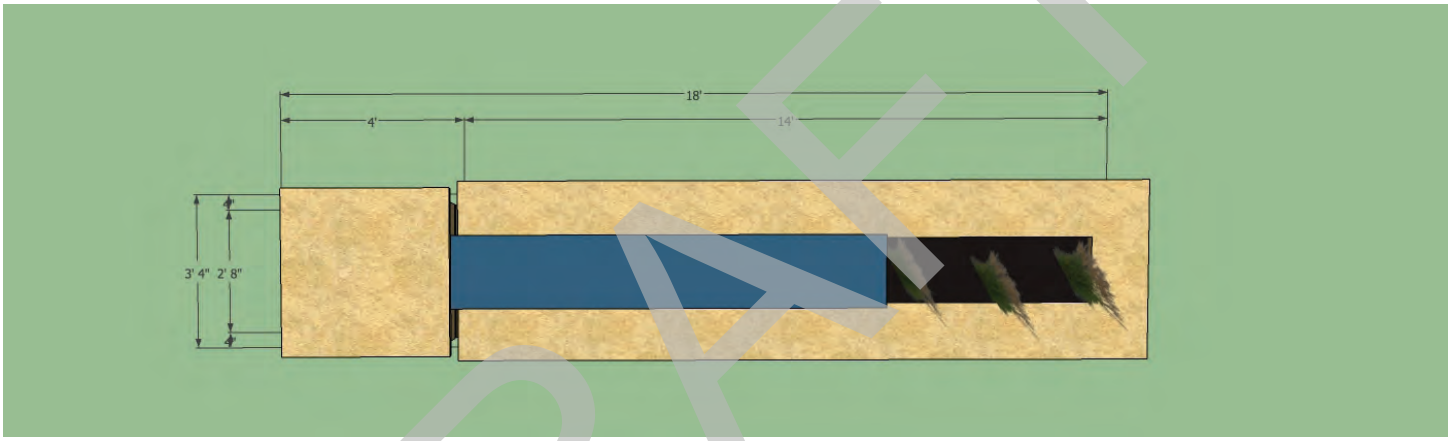
DESIGN FRAMEWORK
The COR at Ramsey

PUBLIC PARK SIGNS

THE COR
RAMSEY, MINNESOTA

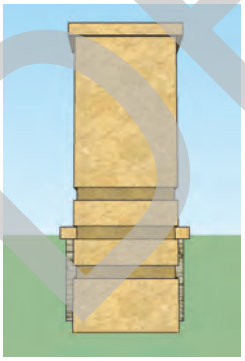


ELEVATION AT EASTBOUND BUNKER LAKE



PLAN VIEW

PROFILE VIEW



PROFILE VIEW

ELEVATION AT WESTBOUND BUNKER LAKE

DRAFT

EXHIBIT B.9

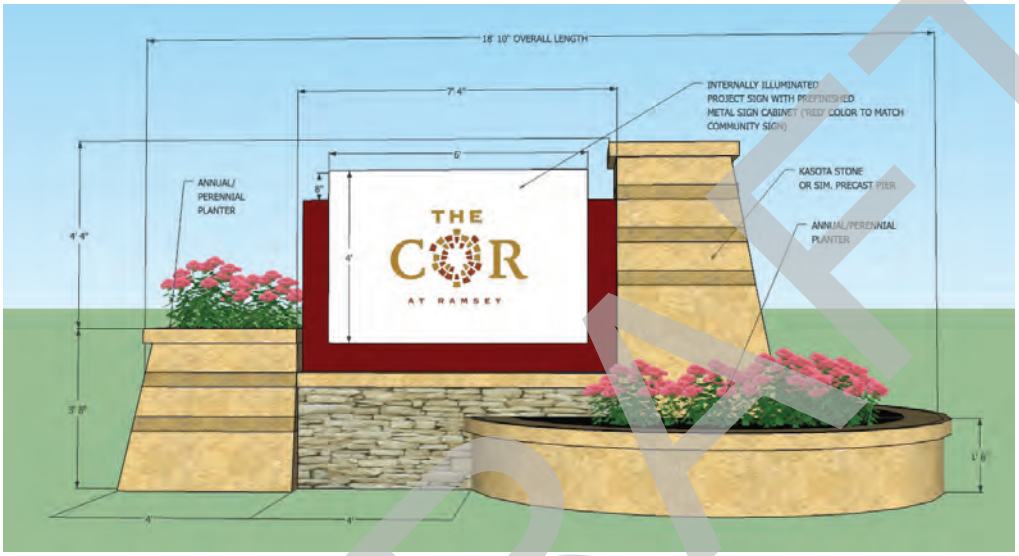
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'C'
Bunker Lake Blvd. & Center St.

THE COR
RAMSEY, MINNESOTA

ELEVATION AT SOUTH BOUND RAMSEY



ELEVATION AT WESTBOUND BUNKER LAKE

PERSPECTIVE

DRAFT

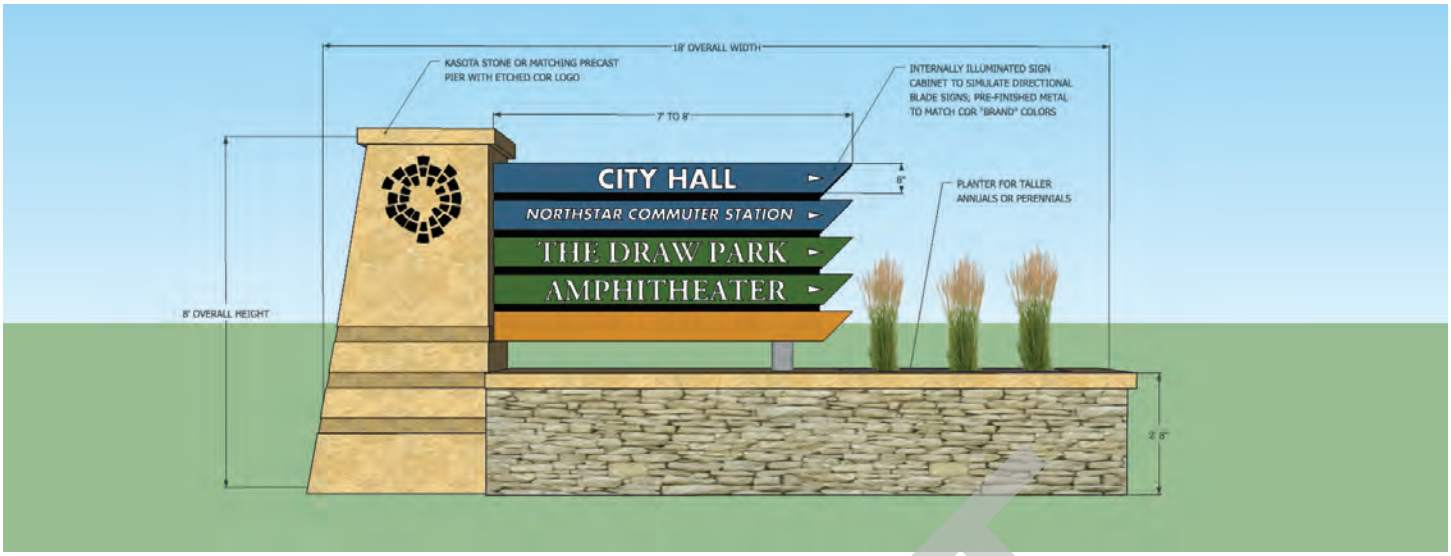
EXHIBIT B.10

LANDFORM
From Site to Finish

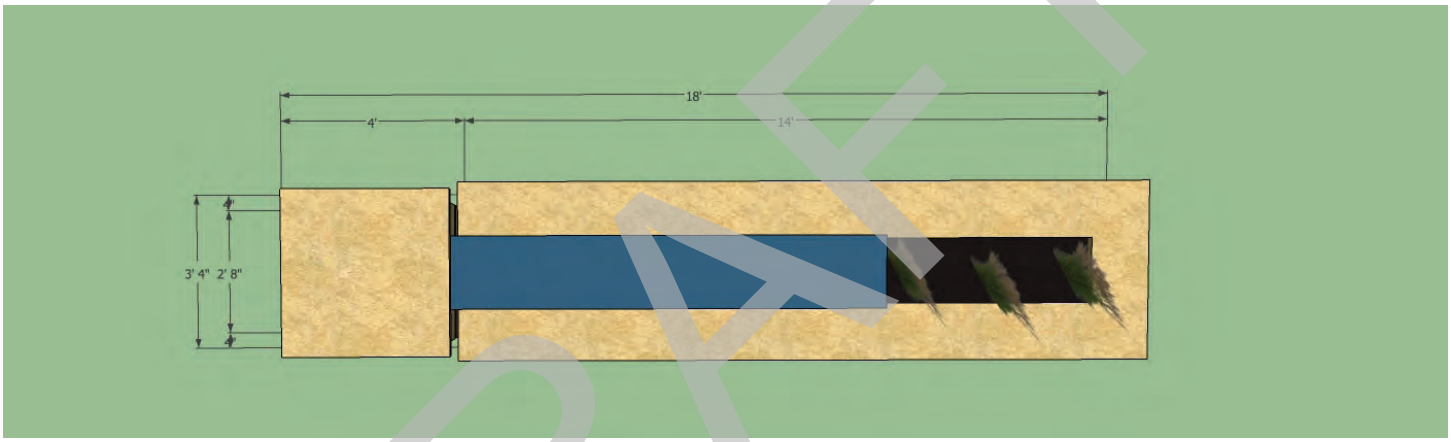
DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'D'
Bunker Lake Blvd. & Ramsey Blvd.

THE COR
RAMSEY, MINNESOTA

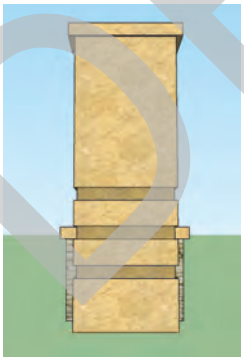


ELEVATION AT SOUTHBOUND RAMSEY



PLAN VIEW

PROFILE VIEW



PROFILE VIEW

ELEVATION AT NORTHBOUND RAMSEY

DRAFT

EXHIBIT B.11

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'E'
Sunwood Dr. & Ramsey Blvd.

THE COR
RAMSEY, MINNESOTA

DRAFT

EXHIBIT B.12

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PUBLIC PARKING SIGNAGE
Standard Signage

THE COR
RAMSEY, MINNESOTA

DRAFT

EXHIBIT B.13

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

LIGHT POLE BANNER SIGNS
Standard Signage

THE COR
RAMSEY, MINNESOTA

THE COR

RAMSEY, MINNESOTA

DEVELOPMENT STATUS

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

ACCESS

- EXISTING SIGNALIZED INTERSECTION
- FUTURE SIGNALIZED INTERSECTION
- F — FULL INTERSECTION
- 3/4 — NO LEFT OUTBOUND MOVEMENTS
- P — PARKING RAMP

TRAFFIC INFORMATION

ADT INFORMATION TAKEN FROM 2009 ACTUAL COUNTS AND 2030 PROJECTED VOLUMES

NORTH 0 300 600

LANDFORM
From Site to Finish

DEVELOPMENT PLAN 6.1

09.06.2012

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THE COR
AT RAMSEY

- PYLON/COMMUNITY SIGNS
- COMMUNITY KIOSK
- PROJECT GATEWAY
- PARKING

*See 'Appendix B' for sign details

LANDFORM
From Site to Finish

Landform℠ and Site to Finish℠ are service marks of Landform Professional Services, LLC.

Signage Plan

09/06/2012

DRAFT

EXHIBIT B.1

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PYLON/COMMUNITY SIGN 'A'
Armstrong Blvd. & Highway 10

THE COR
RAMSEY, MINNESOTA

Eastbound

Westbound

DRAFT

EXHIBIT B.2

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PYLON/COMMUNITY SIGN 'B'
Commuter Rail & Highway 10

THE COR
RAMSEY, MINNESOTA

DRAFT

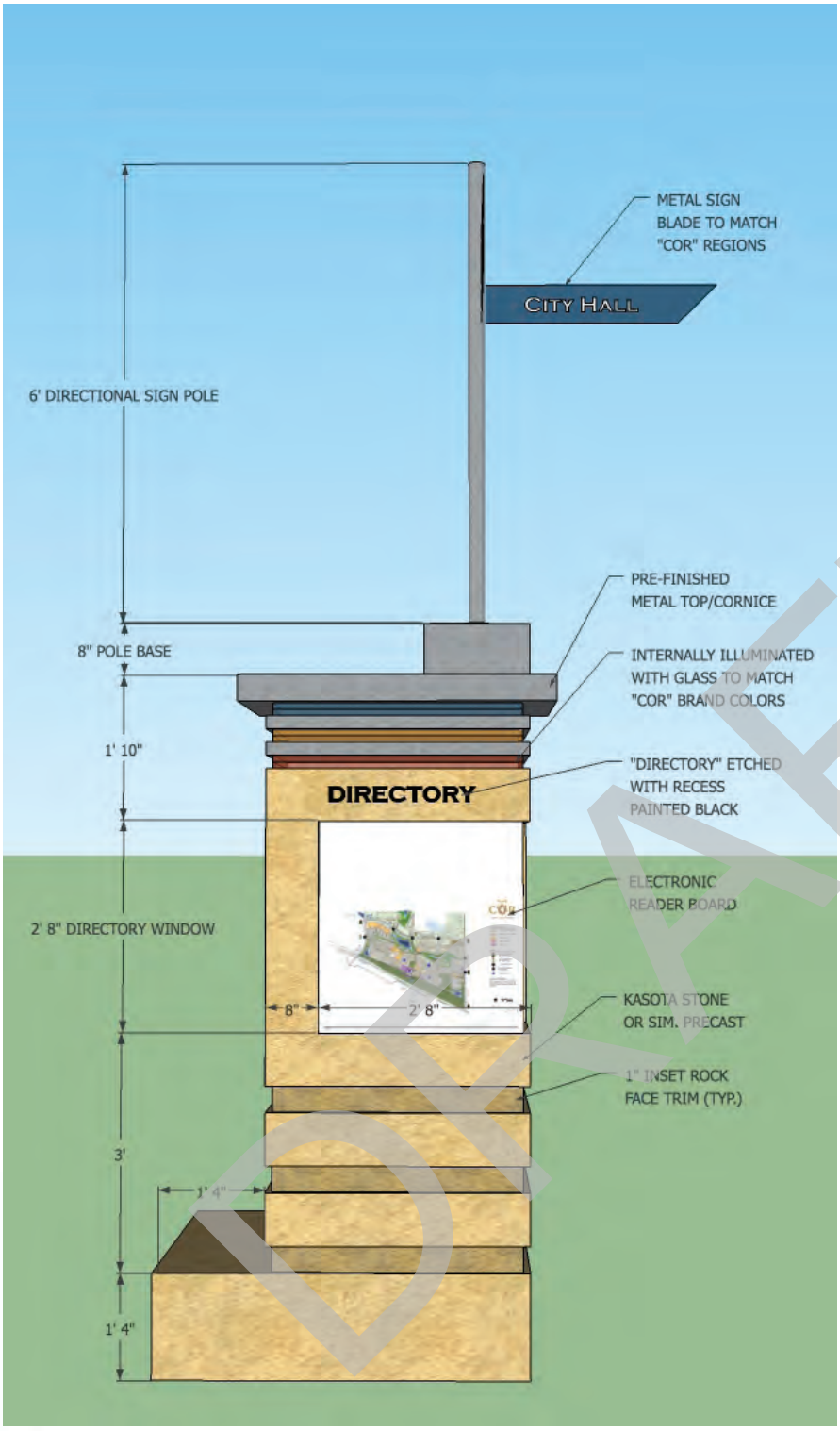
EXHIBIT B.3

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

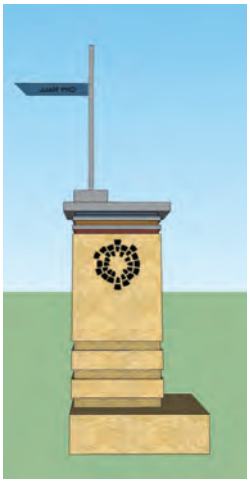
PYLON/COMMUNITY SIGN 'C'
Ramsey Blvd. & Highway 10

THE COR
RAMSEY, MINNESOTA

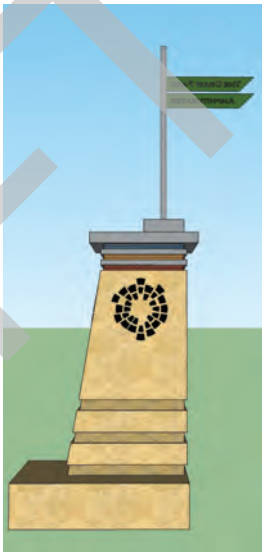


DIRECTORY PANEL VIEW

EVENTS PANEL VIEW

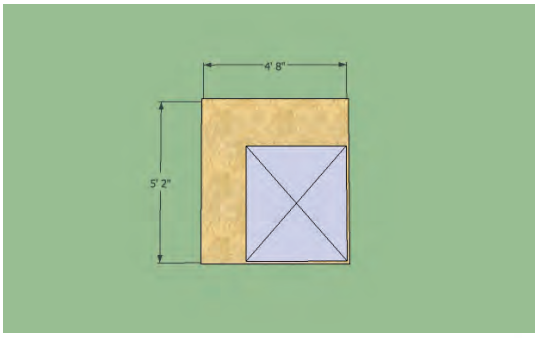


REAR VIEW



SIDE VIEW

PERSPECTIVE



PLAN VIEW

DRAFT

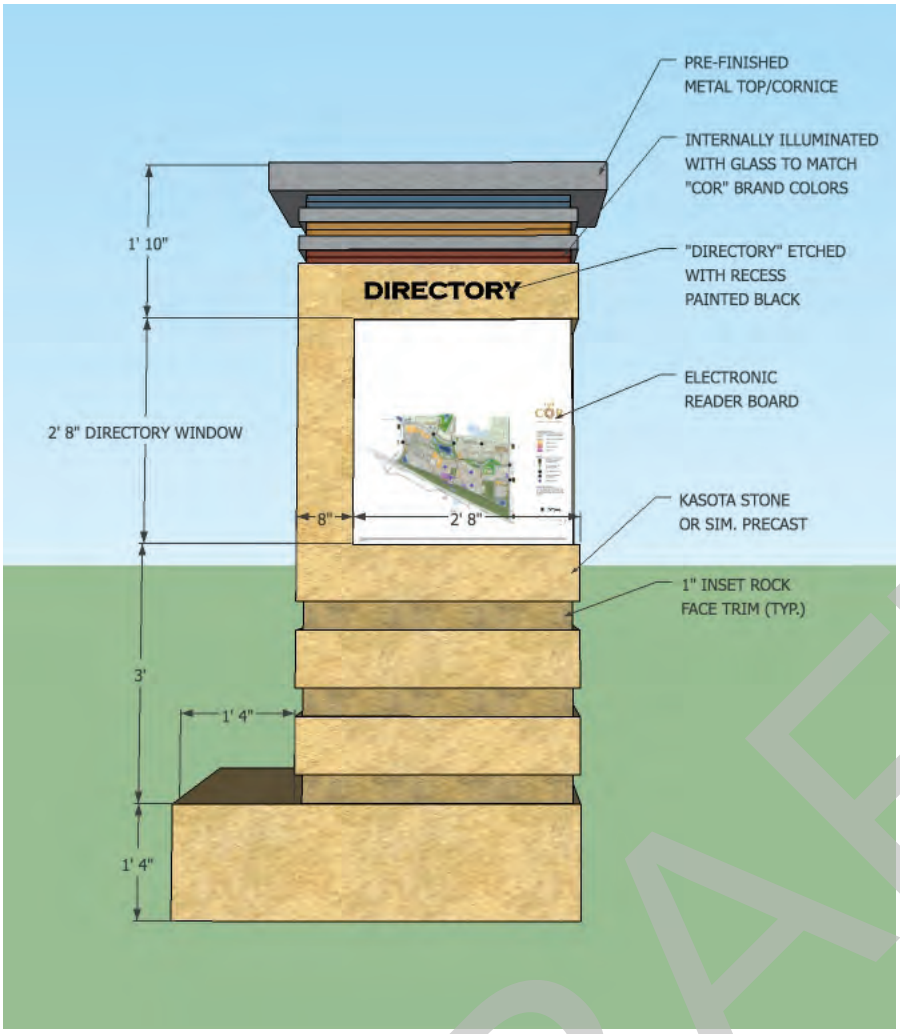
EXHIBIT B.4

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

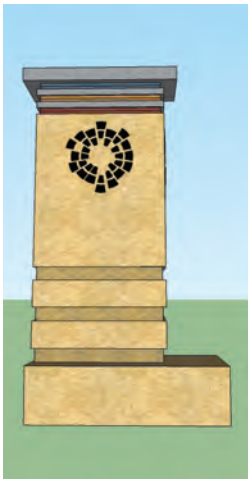
COMMUNITY KIOSK 'A'
Commuter Rail & Veterans Dr.

THE COR
RAMSEY, MINNESOTA

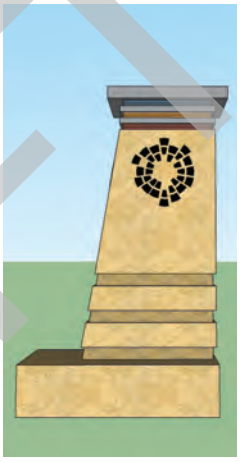


DIRECTORY PANEL VIEW

EVENTS PANEL VIEW

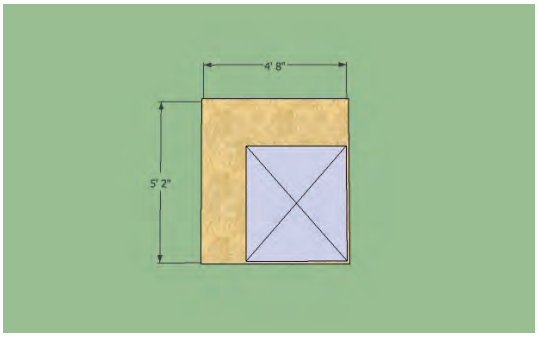


REAR VIEW



SIDE VIEW

PERSPECTIVE



PLAN VIEW

DRAFT

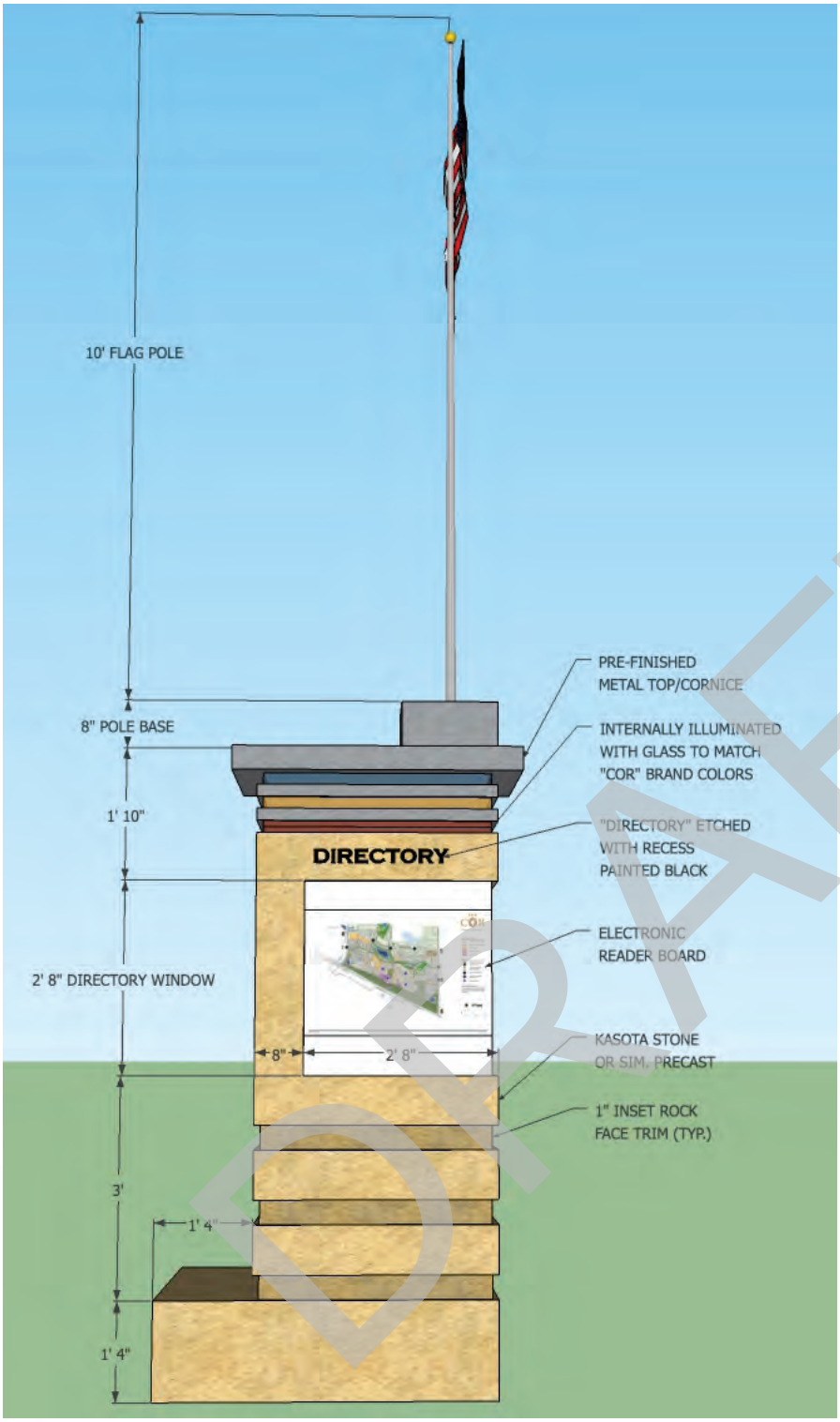
EXHIBIT B.5

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

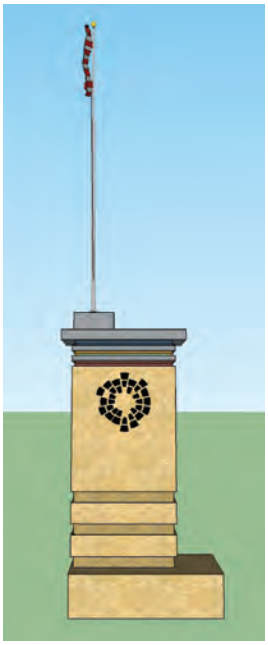
COMMUNITY KIOSK 'B'
Sunwood Dr. & Center St.

THE COR
RAMSEY, MINNESOTA



DIRECTORY PANEL VIEW

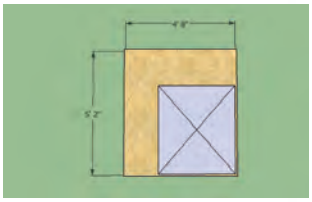
EVENTS PANEL VIEW



REAR VIEW

SIDE VIEW

PERSPECTIVE



PLAN VIEW

DRAFT

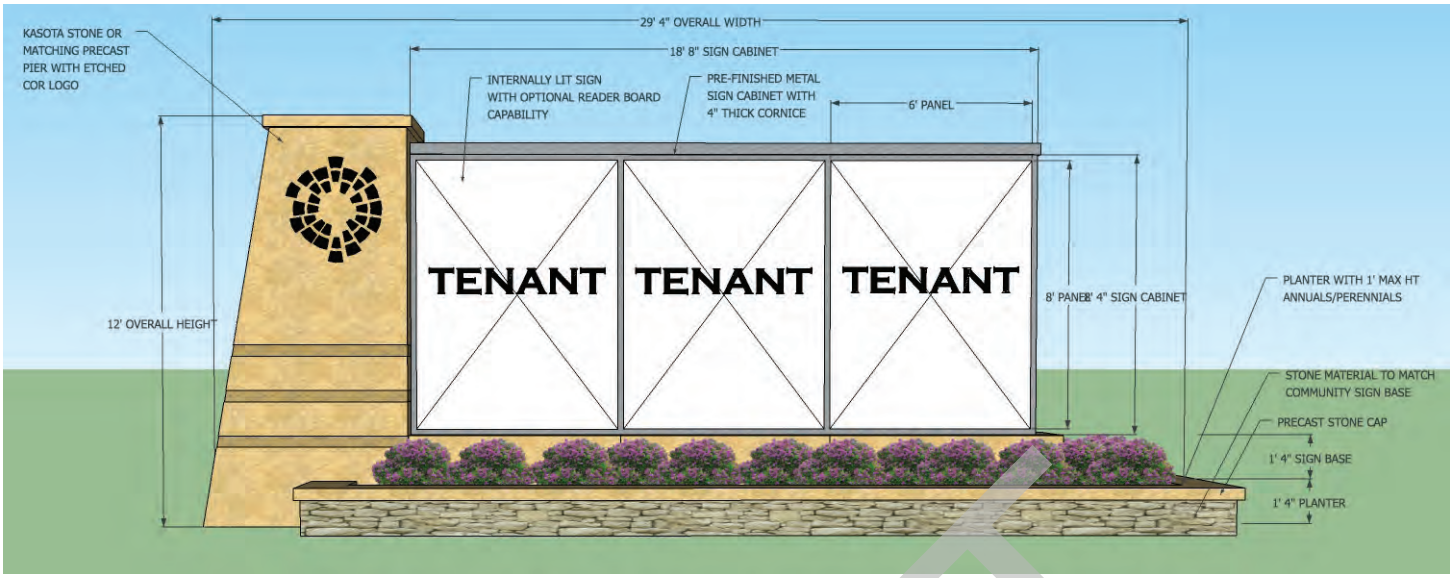
EXHIBIT B.6

LANDFORM
From Site to Finish

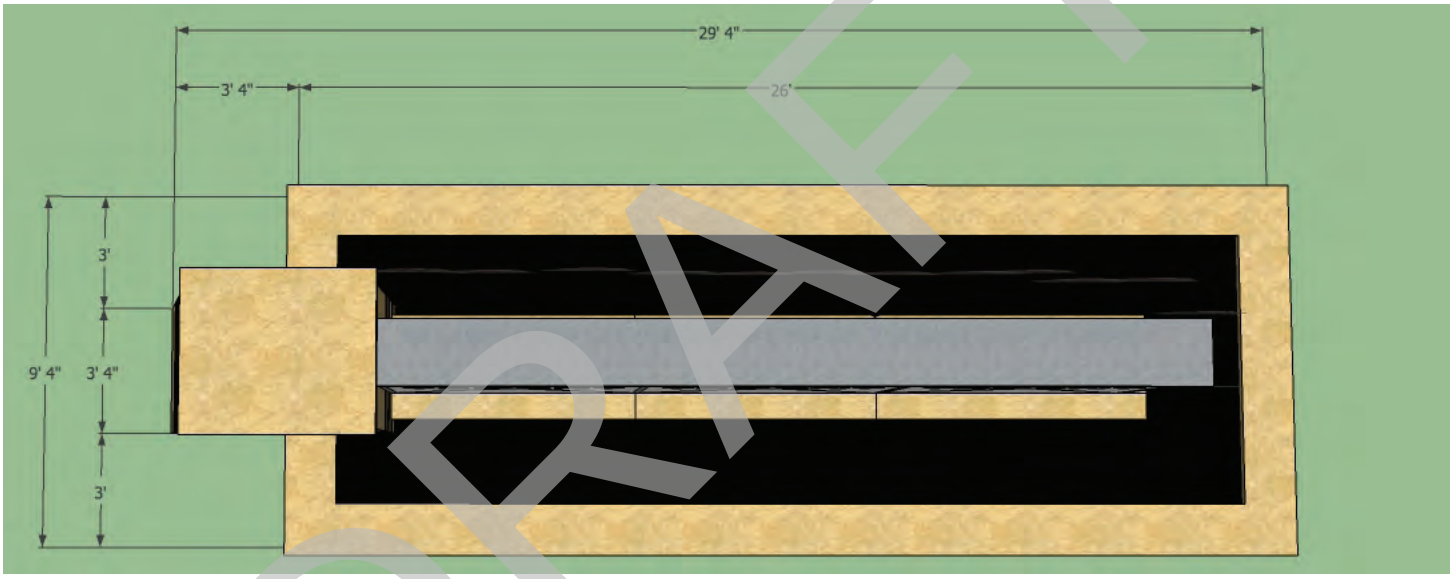
DESIGN FRAMEWORK
The COR at Ramsey

COMMUNITY KIOSK 'C'
Sunwood Dr. at Municipal Plaza

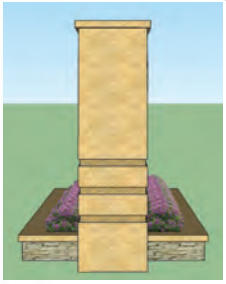
THE COR
RAMSEY, MINNESOTA



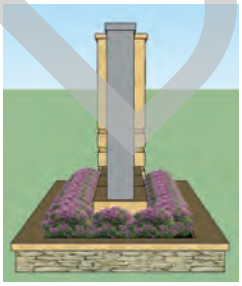
ELEVATION AT SUNWOOD



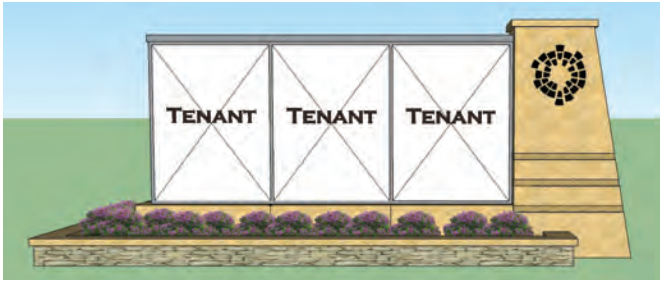
PLAN VIEW



PROFILE VIEW



PROFILE VIEW



ELEVATION

EXHIBIT B.7

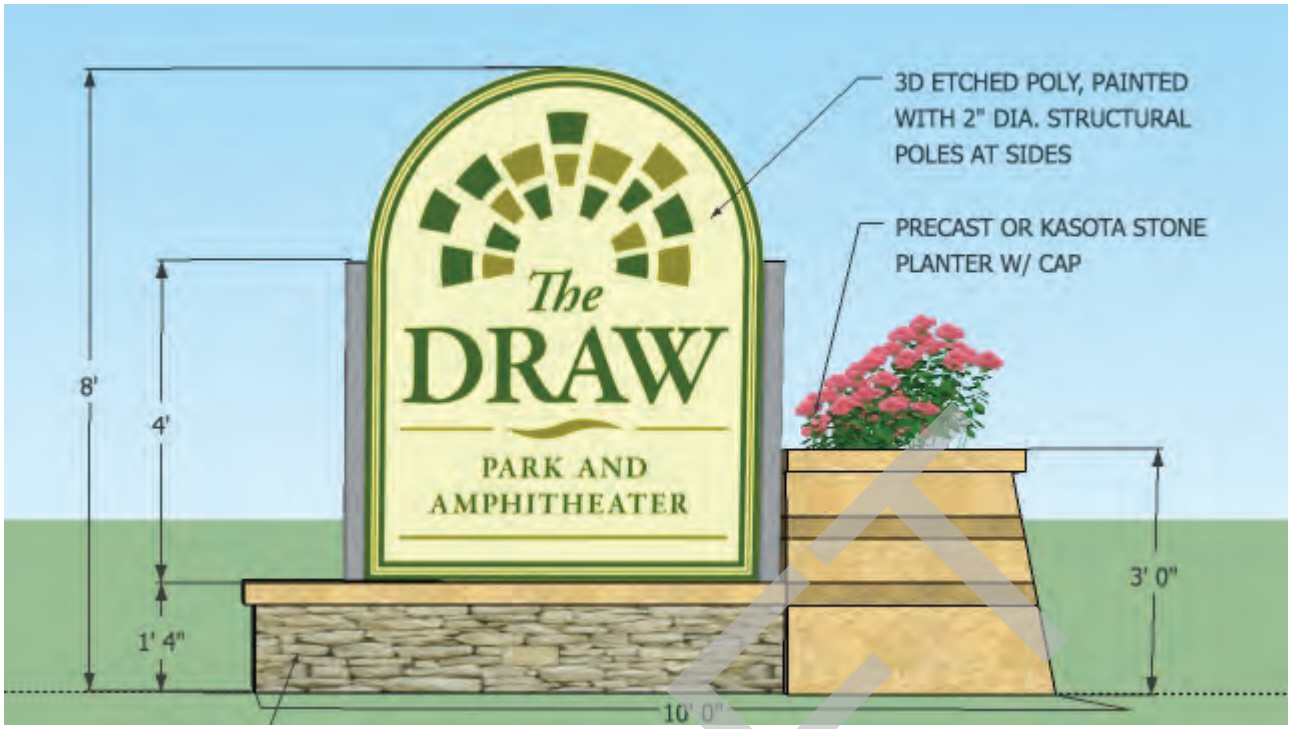
DRAFT

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'A'
Sunwood Dr. & Armstrong Blvd.

THE COR
RAMSEY, MINNESOTA



DRAFT

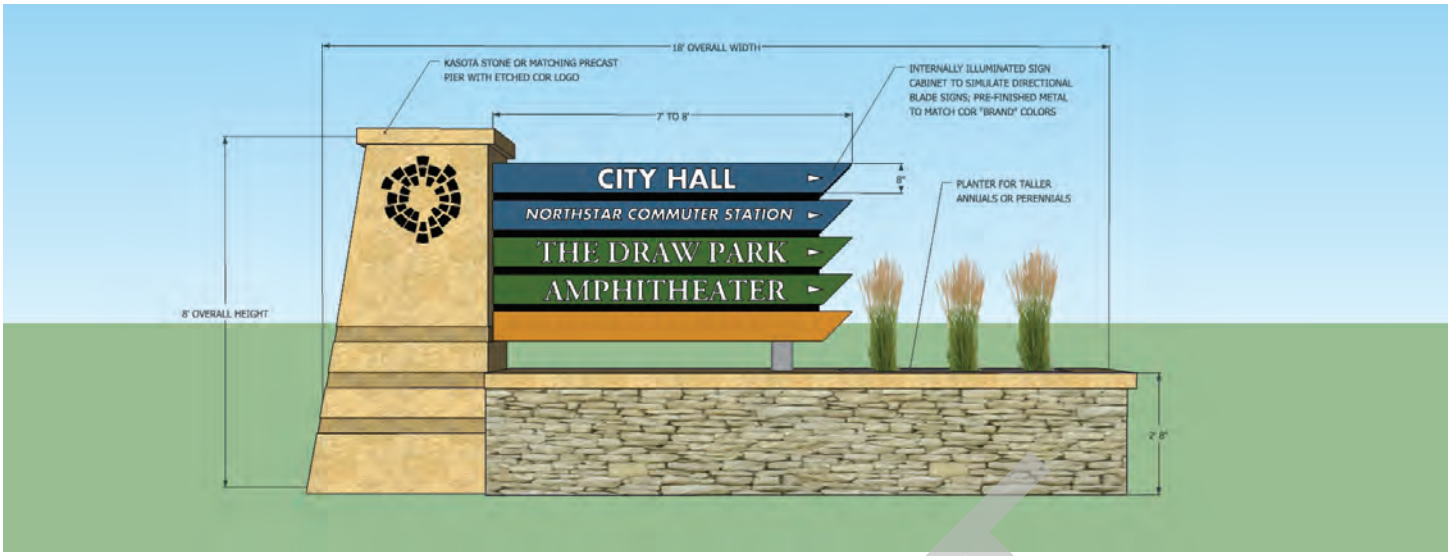
EXHIBIT B.8

LANDFORM
From Site to Finish

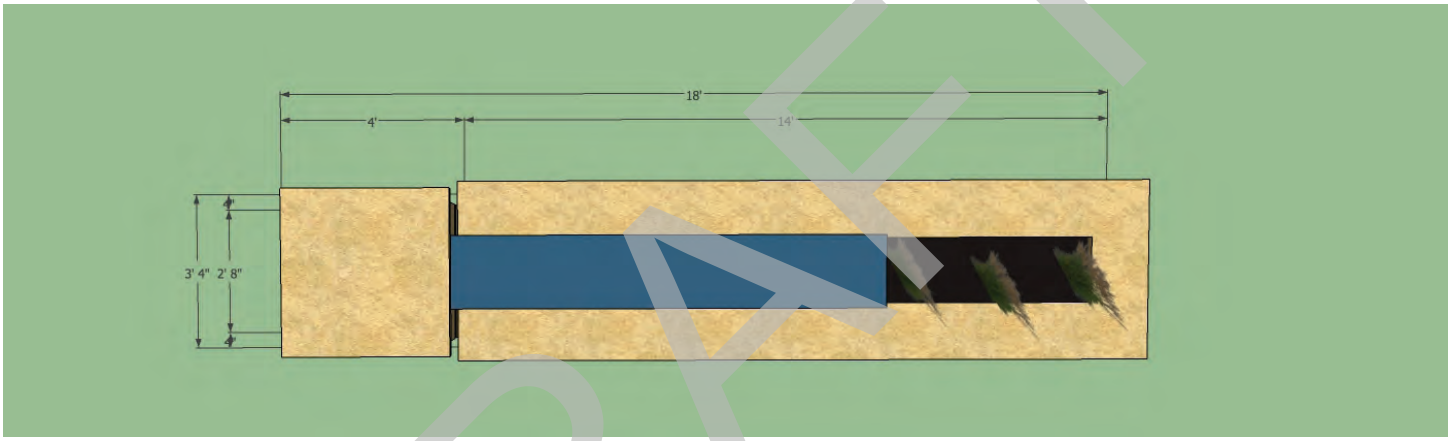
DESIGN FRAMEWORK
The COR at Ramsey

PUBLIC PARK SIGNS

THE COR
RAMSEY, MINNESOTA

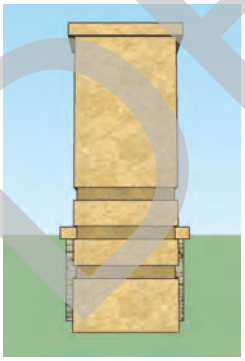


ELEVATION AT EASTBOUND BUNKER LAKE



PLAN VIEW

PROFILE VIEW



PROFILE VIEW

ELEVATION AT WESTBOUND BUNKER LAKE

DRAFT

EXHIBIT B.9

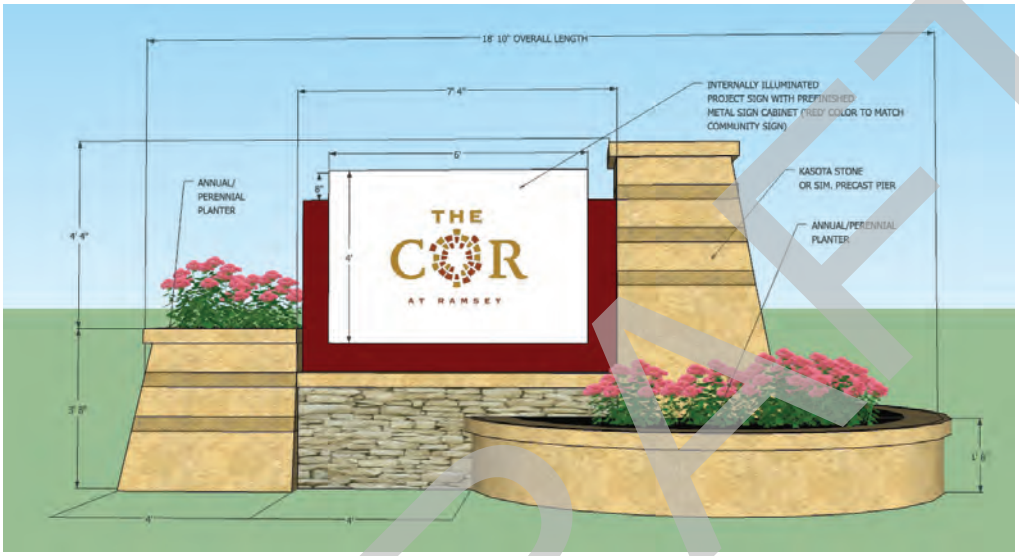
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'C'
Bunker Lake Blvd. & Center St.

THE COR
RAMSEY, MINNESOTA

ELEVATION AT SOUTH BOUND RAMSEY



ELEVATION AT WESTBOUND BUNKER LAKE

PERSPECTIVE

DRAFT

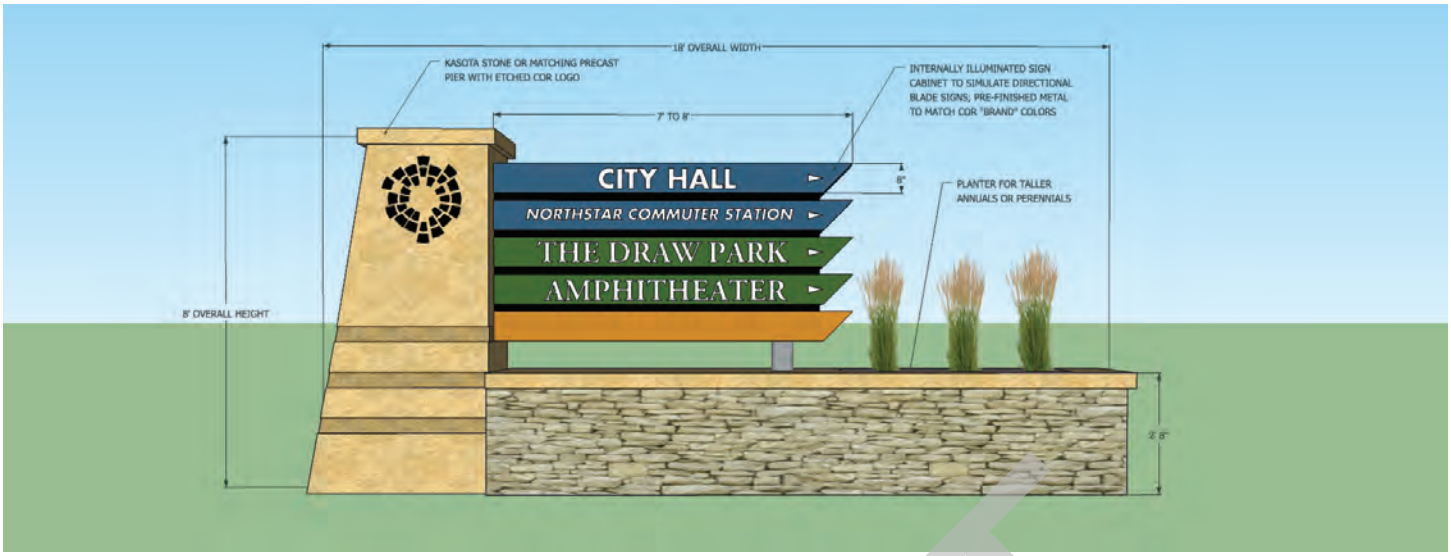
EXHIBIT B.10

LANDFORM
From Site to Finish

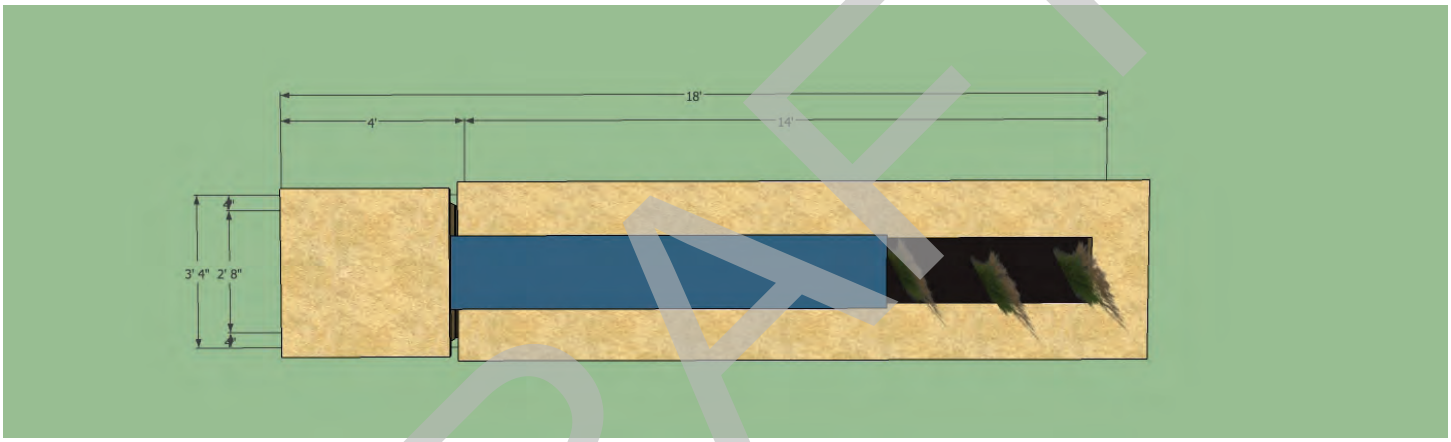
DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'D'
Bunker Lake Blvd. & Ramsey Blvd.

THE COR
RAMSEY, MINNESOTA

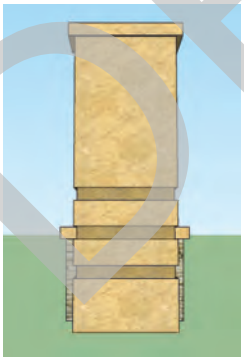


ELEVATION AT SOUTHBOUND RAMSEY



PLAN VIEW

PROFILE VIEW



PROFILE VIEW

ELEVATION AT NORTHBOUND RAMSEY

DRAFT

EXHIBIT B.11

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'E'
Sunwood Dr. & Ramsey Blvd.

THE COR
RAMSEY, MINNESOTA

DRAFT

EXHIBIT B.12

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PUBLIC PARKING SIGNAGE
Standard Signage

THE COR
RAMSEY, MINNESOTA

DRAFT

EXHIBIT B.13

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

LIGHT POLE BANNER SIGNS
Standard Signage

THE COR
RAMSEY, MINNESOTA

ORDINANCE #12-__

CITY OF RAMSEY
ANOKA COUNTY STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISION OF LAND CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-118 "THE COR DISTRICTS" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA TO AMEND SUB-DISTRICT BOUNDARIES, PARKING REGULATIONS, PARKS SECTION, AND MASTER SIGN PLAN.

The City of Ramsey ordains:

SECTION 1. AMENDMENT

Section 117-118 of Ramsey City Code shall be amended as follows:

(2) Development standards.

(d) *General development standards.* All development within the COR District shall meet the COR Development Framework that is incorporated into this chapter by reference, as amended by the City Council on October 23rd, 2012. These standards will be used by the city as the minimum requirements for evaluating development proposals and site plans. However, the standards are not intended to restrict creativity in design. An applicant may request modification or waiver of any standard in favor of an alternate approach that will achieve the same design objective.

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SECTION 2. SUMMARY

The following official summary of Ordinance #12-__ has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

It is the intent of this Ordinance to amend the standards in Section 111-118 of Chapter 117 of the Ramsey City Code to amend minimum and maximum parking regulations for restaurant users, amend the Master Sign Plan to include standards for Community Signs, amend sign regulations for users with shared access, and amend the Parks section to note the City's preferred location of the Central Anoka County Regional Trail. The Design Framework is incorporated by reference in Chapter 117, and has the effect of being the Zoning Code for The COR District.

SECTION 3. EFFECTIVE DATE

The effective date of this ordinance is thirty (30) days after its passage and publication, subject to City Charter Section 3.9.

Adopted by the Ramsey City Council the ___ day of _____, 2012.

_____
Mayor

ATTEST:

_____
City Administrator

DRAFT

Introduction Date: _____
Posting Dates: _____
Adoption Date: _____
Publication Date: _____
Effective Date: _____

DRAFT

6.04: Public Hearing: Consider Ordinance to Amend City Code Section 117-118 (The COR) Approving Amendment to the COR Design Framework Related to Off-Street Parking, Signs, Parks and Trails, and Sub-District Boundaries

Public Hearing

Chairperson Levine called the public hearing to order at 8:36 p.m.

Presentation

Senior Planner presented the staff report. He requested the Commission consider an Ordinance to amend City Code Section 117-118 (The COR) approving an amendment to the COR Design Framework related to off-street parking, signs, parks and trails, and sub-district boundaries. Staff reviewed the proposed revisions in detail with the Commission and recommended approval of the proposed Ordinance, which includes the revised Design Framework and Master Sign Plan.

Citizen Input

Commissioner Bauer asked if shared parking was addressed in this framework.

Development Services Manager Gladhill commented this was a fundamental guideline throughout the entire COR.

Motion by Commissioner Bauer, seconded by Commissioner Field, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Field, Brauer, and Van Scoy. Voting No: None. Absent: Commissioner Perez and Schiller.

Chairperson Levine closed the public hearing closed at 8:50 p.m.

Commission Business

Commissioner Bauer questioned if the proposed tenant signs would be able to be shared between more than three users.

Development Services Gladhill commented the retail gateway signs were proposed to have three tenants; however, the three signs could be split in half and allow for signage for up to six businesses.

Commissioner Brauer asked if the signs should be overbuilt to assure there was enough signage for future businesses.

Development Services Manager Gladhill discussed the proposed signage in further detail with the Commission noting Staff was proposing 150 square feet for tenant signs, along with wall signs.

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Commissioner Field inquired if the retail gateway signs would be split up by lots or tenants.

Development Services Manager Gladhill explained the framework would allow for community gateway signs to be 150 square feet per lot. This would be broken down to 50 square feet per user or tenant.

Commissioner Brauer commented he was in favor of the kiosks.

Commissioner Van Scoy asked if the COR would have enough parking if several intense uses move into the area.

Development Services Manager Gladhill indicated a parking study was completed which explored some of these concerns. He noted the restaurants would have more surface parking than retail. He stated the area should have sufficient parking based on the requirements within the framework.

Commissioner Field was pleased with the restaurant parking recommendations.

Commissioner Brauer suggested the signage square footage for the retail gateway signs be increased from 150 square feet to 200 square feet. He commented this would allow for greater flexibility in the future.

Development Services Manager Gladhill indicated this could be done, but the general aesthetics should be considered. He stated future tenants could also pursue a larger sign size through the CUP process.

Commissioner Field questioned how many kiosk signs would be located in the COR. He suggested the scale of these signs be reduced to lower the expense of the proposed kiosk signs.

Development Services Manager Gladhill noted there were three kiosk signs proposed for the COR. He then reviewed the proposed location of these signs. He explained the stone used would be a precast material to reduce expenses. He indicated the monument signs would be high quality, consistent throughout the development and would assist pedestrian traffic traveling through the COR.

Chairperson Levine indicated the proposed location of the kiosk signs would serve future pedestrian traffic well.

Commissioner Van Scoy inquired if the Central Anoka County Regional Trail would be rerouted to run through the COR. He asked Staff for a visual of the trail location. He then asked if the sub-district boundaries would be redone.

Development Services Manager Gladhill explained the trail was previous discussed by the Council and a revised map was included in the framework draft. He noted the Mississippi skyway would tie into the proposed ramp and would be explored further with the Metropolitan Council. He then reviewed the area of change within the sub-district boundaries with the

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Commission and discussed a more detailed map of the COR. He noted the preferred alignment of the regional trail was designated on the map to assist the City in gaining future dollars to assist with the realignment.

Commissioner Van Scoy questioned where the trail would cross Highway 10.

Development Services Manager Gladhill described the location with the Commission stating this would be a key connection.

Motion by Commissioner Bauer, seconded by Commissioner Field, to recommend that City Council adopt the proposed ordinance amending City Code Section 117-118, which includes the revised Design Framework and Master Sign Plan, redefining the sub-district boundaries between 2A and 2B, along with revising the restaurant seating requirements.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Field, Brauer, and Van Scoy. Voting No: None. Absent: Commissioner Perez and Schiller.

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CC Regular Session **7. 7.**

Meeting Date: 10/23/2012

By: Kathy Schmitz, Administrative Services

Information

Title:

Approve Additional Services – Sunwood Drive Construction Administration

Background:

On July 3rd, 2012, based on direction from the City Council, Landform issued a work order for Construction Administration Services.

The scope of this project was to provide Professional Services during the construction of Sunwood Drive including the grading of the Sunwood Retail area and the new Coborn's entrance. This work included project engineering for revisions to the design during construction, shop drawing review, attendance at weekly meetings, plan revisions, and contract administration.

This request for additional construction administration services was presented to the Council on October 16 and postponed with a request for additional background information. Attached is an exhibit outlining the detail of costs incurred to date under this contract. The budget for the Sunwood project is scheduled to be reviewed at the work session prior to the meeting.

Notification:

Observations:

As the Sunwood Drive project has progressed, it has proven to be a challenge for all involved. The City elected to manage the project with existing city staff, have construction staking provided by WSB, and have Landform and WSB provide project engineering for their respective portions of the project.

There have been a significant number of project coordination issues that have resulted in considerably more time and expense in the management of this project. These include plan revisions, additional coordination time, additional design time exploring solutions to field modifications, and more time on-site by all parties involved.

As a result, it is becoming apparent that the project will likely not be fully completed this fall as expected, and the scope of construction administration services will extend into the spring of 2013.

The existing contract for these services is on an hourly basis, and the estimate prepared by former city engineer at the commencement of construction was $15,000.

Recommendation:

Funding Source:

Sunwood Drive project funds

Council Action:

Approve the modification to Landform's contract number RAM12019 revising the maximum fee from $15,000 to $30,000 to cover projected efforts through completion of the project.

Attachments

Revised Work Order

Detail Admin Services To Date

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/19/2012 11:57 AM
Kurt Ulrich	Kathy Schmitz	10/19/2012 12:29 PM

Form Started By: Kathy Schmitz Started On: 10/19/2012

Final Approval Date: 10/19/2012

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
www.landform.net

WORK ORDER-REVISED

DATE	July 3, 2012 Revised as of October 16, 2012	**CONTRACT NO.**	RAM12019
CLIENT INFORMATION		**BILLING INFORMATION** (IF DIFFERENT FROM CLIENT)	
COMPANY NAME	City of Ramsey	**COMPANY NAME**	
CLIENT CONTACT	Shane Nelson	**CONTACT**	
ADDRESS	7550 Sunwood Dr.	**ADDRESS**	
CITY, STATE, ZIP	Ramsey MN 55303	**CITY, STATE, ZIP**	
PHONE/FAX	763.433.9825	**PHONE/FAX**	

PROJECT INFORMATION

PROJECT NAME	Sunwood Construction Administration	**PRINCIPAL**	Darren Lazan
PROJECT DESCRIPTION	Professional services during the construction of Sunwood Drive including the grading of the Sunwood Retail Area and the new Coborn's entrance. The work includes project engineering, shop drawing review, attendance at weekly meetings, plan revisions and contract administration.	**STUDIO/DEPT**	RCD
		EST. START DATE	Immediately
PROPERTY LOCATION	The COR	**EST. COMPLETE DATE**	November 2012
CITY, STATE, ZIP	Ramsey MN 55303	**PROJECT MANAGER**	Bob Schunicht
PIN:		**PHASE MANAGER**	Bob Schunicht

Landform℠, SensiblyGreen℠ and Site to Finish℠ are service marks of Landform Professional Services.

SCOPE OF SERVICES LANDFORM AGREES TO PERFORM PROFESSIONAL SERVICES FOR THE CLIENT AS FOLLOWS:

PHASE	DESCRIPTION	TASK	ESTIMATED AMOUNT
	Construction Administration	**1. Construction Administration-** Professional services during the construction of Sun wood Drive including the grading of the Sunwood Retail Area and the new Coborn's entrance. The work includes project engineering, shop drawing review, attendance at weekly meetings, plan revisions and contract administration.	$15,000 REVISED TO $30,000

Reimbursable Expenses, including but not limited to Mileage, Plotting, Printing, Scanning, and Subconsultants are not included in the fees below and will be billed as a reimbursable expense at 1.15 times cost.

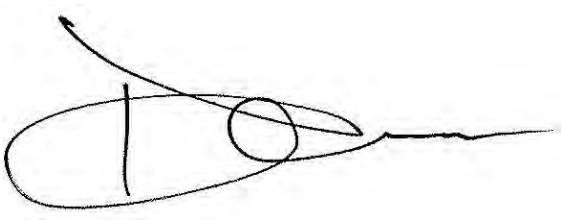
FEES (RATE SCHEDULE IS AVAILABLE UPON REQUEST FOR HOURLY CONTRACTS)

☐	**FIXED FEE**	**FIXED FEE AMOUNT:**		Plus Typical Reimbursable **RATES** 2012 LANDFORM RATES
	HOURLY WITH AN ESTIMATE	**ESTIMATE FEE:**		
X	**HOURLY TO A MAXIMUM**	**MAXIMUM FEE:**	$15,000 REVISED TO $30,000	**RATES**

IN WITNESS WHEREOF, the parties have accepted, made and executed this agreement upon the terms, conditions and provisions stated above and on the attached General Conditions including, but not limited to, provisions relating to limitations on liability of Consultant.

Accepted By:

Landform



Darren Lazan
President
Date: 10/12/2012
Landform Federal Tax ID: 27-1199905

City of Ramsey

Date:

General Conditions

1. All required services outside SCOPE OF WORK outline will be provided upon the CLIENT'S request and will be billed at the rates quoted on the CURRENT FEE SCHEDULE. A copy of the CURRENT FEE SCHEDULE has been made available to CLIENT or is attached hereto. Rates and multiples for Additional Services and other services as set forth in the fee schedule shall be adjusted annually in accordance with normal salary review practices of Consultant.
2. Fees outlined in this contract will be adhered to subject to site conditions and criteria set forth by the CLIENT and requirements of all applicable governmental agencies, utility companies, etc., in effect on the date of the CONSULTANT'S signing of this contract. No work by the CONSULTANT will commence until fully dimensioned and client-approved plans have been received from CLIENT. Subsequent changes to the plans, which require additional work by the CONSULTANT, will result in extra charges at the rates quoted on the CURRENT FEE SCHEDULE.
3. Field staking will be performed one time only for the fees quoted. Any restaking due to the loss of stakes beyond the CONSULTANT'S control will be billed at the rate on the CURRENT FEE SCHEDULE. In addition, fees outlined for field survey and construction staking are subject to the CONSULTANT being able to perform each item without delays beyond its control. The CLIENT shall request construction-staking items a minimum of two (2) working days in advance of when desired.
4. In the event that a question or claim may arise as to an error or omission in the CONSULTANT'S work or plans, the CONSULTANT will assume no liability for errors or omissions unless notified within 48 hours of the client's discovery of such. If notified within 48 hours, the CONSULTANT will have the right to remedy any such errors or omissions within a reasonable and agreed upon time thereafter, at no additional cost to the CLIENT. The CONSULTANT will assume no liability for construction staking unless all stakes are maintained intact and verified as to their origin.
5. The CLIENT shall give separate authorization to the CONSULTANT to commence each item of work as outlined in the SCOPE OF WORK.
6. CLIENT will be billed monthly, based upon percentage of work completed and/or hourly charges and reimbursable costs. Invoices are due and payable upon presentation. Objections to invoices not made in writing within thirty (30) days of the billing date are waived. A FINANCE CHARGE of one and one half percent (1.5) per month (18% ANNUAL PERCENTAGE RATE) will be added to portions of accounts over 30 days past due. FINANCE CHARGES may be compounded. CLIENT's failure to make timely payments is justification for suspension of all services and withholding of all deliverables until payment is received or other written agreements made. CONSULTANT shall be entitled to recover all costs, expenses and fees incurred by CONSULTANT (including litigation and arbitration fees and costs, reasonable attorneys' fees, and CONSULTANT's internal labor at the rates quoted on the CURRENT FEE SCHEDULE) due to CLIENT's failure to make timely payments.
7. This Agreement may be terminated by either party upon seven (7) days' written notice. In the event of any termination, the CONSULTANT will be paid for all services rendered to the date of termination plus unpaid reimbursable expenses. Such termination shall not affect the parties' accrued rights and liabilities as of the date of termination. Without limiting the generality of the foregoing, paragraphs 4, 6, 9, 10, 11, 12, 14, 15, and 16 of these General Conditions shall survive any cancellation, expiration, or termination of this Agreement.
8. The CONSULTANT will not be responsible for the cost of permits, title company charges, governmental review fees, soil reports, printing, photographic charges, etc. as applicable, except those printing charges necessary for the CONSULTANT to do it's work. The CONSULTANT will be reimbursed for such charges paid by it for the CLIENT at the rates quoted on the CURRENT FEE SCHEDULE.
9. The CONSULTANT will not be responsible or liable for the following:(a) Any use of plans, surveys, specifications, etc. not signed and sealed by the CONSULTANT and approved by the appropriate governmental agencies; (b) Inaccuracy of data, plans, legal descriptions or any other information supplied by the CLIENT or others; (c) Site soil, hydrologic, or geologic conditions; (d) Changes to the plans and specifications made by the CLIENT or others; (e) Job site conditions; or (f)The performance of work on this project by any construction contractor or third party.
10. All original work will be property of the CONSULTANT. The CLIENT at its request will be furnished with reproducible copies as a reimbursable expense. All documents furnished by the CONSULTANT are instruments of its service. They are not suitable for reuse or extensions of this project or any other project. CONSULTANT is the author of these documents and retains all common law, statutory and/or reserved rights, including copyright. Any reuse without specific written approval by the CONSULTANT in each case will be at the sole risk of the user and without liability or legal exposure to the CONSULTANT.
11. Neither the CLIENT nor the CONSULTANT shall assign, sublet or transfer any rights under or interest in the contract without the written consent of the other. Nothing herein shall be construed to give any rights or benefits hereunder to anyone other then the CLIENT or CONSULTANT.
12. The CONSULTANT makes no representation concerning any cost estimate figures made in connection with maps, plans, specifications or drawings other than that all cost figures are estimates only and the CONSULTANT shall not be responsible for fluctuations in costs or quality figures.
13. The CLIENT agrees to cooperate in every way requested by the CONSULTANT to expedite the completion of the work set forth in the contract. The CLIENT agrees to provide the CONSULTANT access to the property involved and to make available any records, documents, deeds, legal descriptions or other items requested by the CONSULTANT for the reasonable pursuit of the completion of the work.
14. The CONSULTANT makes no warranty, either expressed or implied, as to its services. Services will be performed in accordance with generally accepted engineering and/or surveying practices.
15. Any claim, dispute or other matter in question arising out of or relating to this Agreement or breach thereof ("Claim") in which the aggregate amount in controversy exclusive of interest, attorneys' fees and costs, is less than or equal to $100,000 shall be decided by binding arbitration in Minneapolis in accordance with the Construction Industry Rules of the American Arbitration Association. Judgment on any award by the arbitrator(s) shall be enforceable in any court having jurisdiction. Any Claim in which the aggregate amount in controversy, exclusive of interest, attorneys' fees and costs, is greater than $100,000 shall be resolved by litigation in the State or Federal Court located within Hennepin County, Minnesota. Consultant and Client expressly consent to the exclusive personal jurisdiction and venue of the Minnesota courts for all purposes relating to this Proposal. The parties waive trial by jury. This Agreement shall be governed by Minnesota law, without regard to conflicts of law principles.
16. CONSULTANT'S TOTAL LIABILITY TO CLIENT FOR ANY LOSS, CLAIM OR DAMAGE ARISING OUT OF THE NEGLIGENCE OR OTHER LEGAL FAULT OF CONSULTANT IN PERFORMING ITS SERVICES SHALL BE LIMITED TO THE GREATER OF (I) THE AMOUNT STATED IN THIS PROPOSAL AS COMPENSATION FOR CONSULTANT'S BASIC SERVICES, OR (II) THE LIMITS OF ANY INSURANCE ACTUALLY AVAILABLE TO THE CONSULTANT. AT ANY TIME PRIOR TO COMMENCEMENT OF SERVICES. CLIENT MAY, BY PAYING A 20% PREMIUM IN ADDITION TO CONSULTANT'S FEE, ELIMINATE THIS LIMITATION ON LIABILITY. In no event shall CONSULTANT be liable for loss of profits, loss of use, loss of revenue, or any or special, indirect or consequential damages of any kind.
17. **NOTICE OF LIEN RIGHTS (MINNESOTA): (a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. (B) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.**
18. There are no understandings or agreements except as herein expressly stated.

Effort Total Labor

Trans ID	Employee/Vendor	Trans Date	Hrs/Units	Rate	Amount	S.	Invoice #
Timesheets							
RAM12019.000-80 Sunwood Drive Realignment Design-Construction Administration/Observation							
719	Halverson, Brady Keith	8/29/2012	1.00	115.00	115.00	B	20951
	review comments						
719	Halverson, Brady Keith	8/30/2012	0.50	115.00	57.50	B	20951
	review comments						
740	Halverson, Brady Keith	9/13/2012	1.00	115.00	115.00	R	
	irrigation/lighting shop drawing review						
663	Sabraski, Steven E	7/9/2012	0.50	115.00	57.50	B	20951
	Alternate CB orientation research/design.						
663	Sabraski, Steven E	7/10/2012	0.50	115.00	57.50	B	20951
	Alternate CB orientation research/design.						
726	Sabraski, Steven E	9/11/2012	2.75	115.00	316.25	R	
	Structure 123 revision and coordination with Ron.						
678	Schulz, Reid T	7/6/2012	0.50	80.00	40.00	B	20951
	Plan coordination to contractor						
678	Schulz, Reid T	7/9/2012	2.00	80.00	160.00	B	20951
	Plan Coordination with Contractor						
678	Schulz, Reid T	7/10/2012	3.50	80.00	280.00	B	20951
	Plan Changes to Storm MH 5008						
678	Schulz, Reid T	7/11/2012	10.75	80.00	860.00	B	20951
	Plan Changes for STM MH, Coordination with Contractors & New Storm Line on Zeolite						
678	Schulz, Reid T	7/12/2012	8.25	80.00	660.00	B	20951
	Plan Changes for STM MH, Coordination with Contractors & New Storm Line on Zeolite						
678	Schulz, Reid T	7/13/2012	3.75	80.00	300.00	B	20951
	Plan Changes for STM MH						
657	Schulz, Reid T	7/18/2012	3.75	80.00	300.00	B	20951
	Exhibits to city for Sunwood Drive						
657	Schulz, Reid T	7/19/2012	1.50	80.00	120.00	B	20951
	Exhibits to city for Sunwood Drive						
657	Schulz, Reid T	7/22/2012	3.00	80.00	240.00	B	20951
	Sunwood Drive Watermain Changes, Sanitary Sewer, Storm Sewer						
657	Schulz, Reid T	7/23/2012	7.25	80.00	580.00	B	20951
	Sunwood Drive Watermain Changes, Sanitary Sewer, Storm Sewer						
657	Schulz, Reid T	7/25/2012	6.25	80.00	500.00	B	20951
	Sunwood Drive Watermain Changes, Sanitary Sewer, Storm Sewer						
657	Schulz, Reid T	7/26/2012	4.25	80.00	340.00	B	20951
	Change Order Quantities *Change Order Plan Coordination & Review*						
657	Schulz, Reid T	7/27/2012	1.00	80.00	80.00	B	20951
	Change Order #1 Submittal						
699	Schulz, Reid T	8/1/2012	2.75	80.00	220.00	B	20951
	Onsite Construction Meeting - *Change Order Plots for meeting*						
699	Schulz, Reid T	8/8/2012	4.50	80.00	360.00	B	20951
	Onsite Constuction Meeting (1.5 Hours) *Exhibit for Grading Material (3.0 Hours)*						
699	Schulz, Reid T	8/9/2012	3.00	80.00	240.00	B	20951
	Grading Exhbit for Material, Cost Estimate, Coordination with City						
699	Schulz, Reid T	8/15/2012	3.25	80.00	260.00	B	20951

Effort Total Labor

Trans ID	Employee/Vendor	Trans Date	Hrs/Units	Rate	Amount	S.	Invoice #
	Onsite Constuction Meeting (1.75 Hours) *Coordination of COR TWO Pads for City Tests (.75 Hours)* *Cooordination of Utilities Trench (.75 Hours)*						
720	Schulz, Reid T	8/17/2012	2.50	80.00	200.00	B	20951
	Emails, Coordination etc..						
720	Schulz, Reid T	8/22/2012	1.75	80.00	140.00	B	20951
	Onsite Meeting						
720	Schulz, Reid T	8/27/2012	2.25	80.00	180.00	B	20951
	Coordination, Emails, Storm Sewer in Armstrong Coordination						
720	Schulz, Reid T	8/28/2012	1.25	80.00	100.00	B	20951
	Transformer Coordination, Storm Sewer, Emails, etc..						
720	Schulz, Reid T	8/29/2012	5.00	80.00	400.00	B	20951
	2.5 - Meeting onsite and site visit *2.5- Coordination of Lightpoles, Storm Sewer CB117 Change*						
720	Schulz, Reid T	8/30/2012	2.25	80.00	180.00	B	20951
	Lighting Coordination, Exhbit for City (Storm Sewer), Transformer, Quanties for Storm Sewer, Sidewalk Changes						
720	Schulz, Reid T	8/31/2012	1.25	80.00	100.00	B	20951
	Coordination on Storm Sewer, Emials etc..						
741	Schulz, Reid T	9/6/2012	6.50	80.00	520.00	R	
	Change Order #3, Plan Revions, Emails, Coordination etc..						
741	Schulz, Reid T	9/7/2012	4.50	80.00	360.00	R	
	Change Order #3, Coordination, Emails Etc..						
741	Schulz, Reid T	9/10/2012	6.50	80.00	520.00	R	
	Change Order #3						
741	Schulz, Reid T	9/13/2012	3.00	80.00	240.00	R	
	Lighting, Irrigation plan coordination						
763	Schulz, Reid T	9/19/2012	3.25	80.00	260.00	R	
	Onsite Meeting & Onsite Irrigation discussions with Shane						
763	Schulz, Reid T	9/26/2012	2.75	80.00	220.00	R	
	Onsite Meeting and Observation						
786	Schulz, Reid T	10/1/2012	6.00	80.00	480.00	R	
	Change Order #3 - Plans and submittal						
786	Schulz, Reid T	10/3/2012	3.50	80.00	280.00	R	
	2.0 Hours - Onsite Meeting *1.5 - Change Order #3 Coordination*						
786	Schulz, Reid T	10/10/2012	4.00	80.00	320.00	R	
	2.5 Hours - Onsite Meeting *1.5 Hours - Coordination - Irrigation, Lighting, Revised CB902 Location (field adjust)*						
786	Schulz, Reid T	10/12/2012	2.75	80.00	220.00	R	
	Coordination on Irrigation Box, Pricing, Storm Sewer Field Change, etc..						
668	Schunicht, Robert G	7/9/2012	1.00	195.00	195.00	B	20951
	Sunwood revisions						
668	Schunicht, Robert G	7/10/2012	2.00	195.00	390.00	B	20951
	shop drawing review						
668	Schunicht, Robert G	7/10/2012	2.00	195.00	390.00	B	20951
	revisions						
668	Schunicht, Robert G	7/11/2012	3.00	195.00	585.00	B	20951
	prepare for and attend precon meeting						
668	Schunicht, Robert G	7/11/2012	3.00	195.00	585.00	B	20951
	revisions						
668	Schunicht, Robert G	7/12/2012	1.00	195.00	195.00	B	20951
	sunwood revisions						

Effort Total Labor

Trans ID	Employee/Vendor	Trans Date	Hrs/Units	Rate	Amount	S.	Invoice #
668	Schunicht, Robert G	7/13/2012	1.00	195.00	195.00	B	20951
	shop drawing review						
668	Schunicht, Robert G	7/13/2012	1.00	195.00	195.00	B	20951
	revisions						
647	Schunicht, Robert G	7/16/2012	2.00	195.00	390.00	B	20951
	shop drawing revies and curb alignment alternatives						
647	Schunicht, Robert G	7/17/2012	1.00	195.00	195.00	B	20951
	construction admin						
647	Schunicht, Robert G	7/17/2012	1.00	195.00	195.00	B	20951
	plan revisions						
647	Schunicht, Robert G	7/18/2012	2.00	195.00	390.00	B	20951
	shop drawing review and design alternative analysis						
647	Schunicht, Robert G	7/19/2012	2.00	195.00	390.00	B	20951
	plan revisions						
647	Schunicht, Robert G	7/23/2012	1.00	195.00	195.00	B	20951
	CA-review alignment alternatives						
647	Schunicht, Robert G	7/27/2012	1.00	195.00	195.00	B	20951
	reivew changes and submit						
689	Schunicht, Robert G	8/1/2012	3.00	195.00	585.00	B	20951
	Prepare for and attend weekly meeting						
710	Schunicht, Robert G	8/29/2012	1.00	195.00	195.00	B	20951
	review project questions for construction meeting						
710	Schunicht, Robert G	8/30/2012	1.00	195.00	195.00	B	20951
	review lighting plan						
731	Schunicht, Robert G	9/5/2012	4.00	195.00	780.00	R	
	review issues and attend weekly meeting						
731	Schunicht, Robert G	9/7/2012	1.00	195.00	195.00	R	
	review questions						
731	Schunicht, Robert G	9/12/2012	3.00	195.00	585.00	R	
	prepare for and attend weekly meeting						
753	Schunicht, Robert G	9/17/2012	1.00	195.00	195.00	R	
	Sunwood CA						
753	Schunicht, Robert G	9/18/2012	1.00	195.00	195.00	R	
	Sunwood CA						
753	Schunicht, Robert G	9/24/2012	1.00	195.00	195.00	R	
	Sunwood CA						
776	Schunicht, Robert G	10/2/2012	1.00	195.00	195.00	R	
	Sunwood CA--discussions of issues with Reid						
776	Schunicht, Robert G	10/11/2012	1.00	195.00	195.00	R	
	Review storm sewer modifications						
776	Schunicht, Robert G	10/12/2012	1.00	195.00	195.00	R	
	review irrigation controller connection						
722	Smith, Nicholas R	8/27/2012	1.00	90.00	90.00	B	20951
	out to locate MH's around sunwood drive and armstrong blvd						
			178.50		19,453.75		
	Total		**178.50**		**19,453.75**		