City of Ramsey
Agenda
Regular City Council
Tuesday February 12, 2013
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation
1. Commendation - Distinguished Service Award to Two Ramsey Police Reserves - Police Chief Way
2. State of the City Address - Mayor Sarah Strommen

3. Citizen Input

4. Consent Agenda

1. Receive 2012 Building Divison Month End Report: November & December

2. Receive 2013 Building Division Month End Report: January

3. Receive Fire Department Annual Report for 2012

4. Note the Following Boards and Commissions Meeting Minutes:

Planning Commission Meeting Minutes Dated January 3, 2013
Environmental Policy Board Meeting Minutes Dated January 7, 2013

5. Approve the Following Meeting Minutes:
1. City Council Work Session - January 22, 2013
2. City Council Regular Session - January 22, 2013

6. Approval From Exemption for a Gambling License for Rum River Chapter of the MN Deer Hunters Association.

7. Approve Park Facility and Tournament Policies and Associated Fee Structure(s)

8. Approve Proposal From Elwyn Tinklenberg re Legislative Consulting Services

9. Confirm Direction from Planning Commission on Proposed Land Use at the 167th Ave Retail Node

10. Consider Response to City of Anoka Comprehensive Plan Amendment for Bunker Lake Boulevard/Seventh Avenue Area and Anoka Station Master Plan

11. Introduce Ordinance to Amend Chapter 117 Related to Stormwater Controls and Illicit Discharges

12. Adopt Resolution 13-02-030 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 18, 2013 through February 6, 2013

13. Adopt Resolution #13-02-028 Resolution Establishing Procedures Relating to Compliance With Reimbursement Bond Regulations Under the Internal Revenue Code.

14. Adopt Resolution #13-02-032 to Hire Patrol Officer

15. Report from the Finance Committee of 1-22-13 - Agenda Item - Nominate Chair and Vice-Chair and Consider Amendments to the Duties of the Finance Committee Work Plan (Resolution #09-08-185).

16. Report from the Personnel Committee - Meeting Date: January 22, 2013

5. Approve Agenda

6. Public Hearing

1. PUBLIC HEARING: Adopt Ordinance to Vacate Right of Way and Drainage and Utility Easements on the TOWN CENTER GARDENS 3RD ADDITION Plat for SEASONS OF RAMSEY; Case of Podawiltz Development Corporation/The Seasons of Ramsey Limited Partnership

2. Public Hearing and Request for Adoption of City of Ramsey 2013-2017 Capital Improvement Program

7. Council Business

1. Consider Preliminary Plat, Final Plat, and Site Plan Approval for SEASONS OF RAMSEY Located at the Northeast Intersection of Bunker Lake Boulevard and Town Center Drive; Case of Podawiltz Development Corporation/The Seasons of Ramsey Limited Partnership

2. Adopt Ordinance to Amend City Code Section 117-118 Entitled The COR Related to Twenty Four (24) Hour Drive Thrus

3. Adopt Resolution #13-02-029 to Enter into a Residential Recycling Program Agreement to Receive SCORE Funds for 2013

4. Adopt Resolution #13-02-039 Approving Reimbursement Request to Anoka County Housing and Redevelopment Authority for Residential Property Acquisition

5. Consider Second Offer to Purchase Surplus City Owned Land -- Windsorwood Property--PORTIONS MAY BE CLOSED TO THE PUBLIC

6. Consider purchase of 14590 Armstrong Blvd. NW, Ramsey, Minnesota (Wiser Choice Liquor Store) from M&W Holding Company, LLC. (the "Property") **PORTIONS OF THIS DISCUSSION MAY BE CLOSED TO THE PUBLIC.**

7. Attorney-Client Privileged Discussion regarding the pending Isanti County District Court lawsuit titled "County of Isanti, Plaintiff, vs. Kieth Kiefer, Defendant, vs. City of Ramsey and City Administrator, Kurtis Ulrich, in his official capacity and individually, Third Party Defendants."

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **4. 1.**

Meeting Date: 02/12/2013

Submitted For: Katy Okerstrom **By:** Katy Okerstrom, Community Development

Information

Title:

Receive 2012 Building Divison Month End Report: November & December

Background:

Attached is the Monthly Building Permit Report for November 1 through December 31, 2012.

Council Action:

Motion to receive the Building Permit Report for November 1 through December 31, 2013.

Attachments

November Detail
November Summary
December Detail
December Summary

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	02/06/2013 10:10 AM
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:25 PM

Form Started By: Katy Okerstrom Started On: 01/18/2013 10:04 AM

Final Approval Date: 02/07/2013

Report Name:
Permits Issued with Description
Issued Dates:
11/1/2012 to 11/30/2012

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Building				
Commercial				
Build-Out	2	1,551.00	1,008.15	125,000
Demolition	1	94.00	0.00	0
Miscellaneous	2	206.50	134.23	10,400
Sub Total:	**5**	**1,851.50**	**1,142.38**	**135,400**
Residential				
Accessory Structure	1	177.00	115.05	8,800
Basement Finish	1	141.00	0.00	0
Deck	5	470.00	0.00	0
Dwelling	4	944.00	258.86	49,167
Fireplace	1	94.00	0.00	0
New Dwelling	5	11,335.75	5,120.45	1,115,600
Roofing	2	188.00	0.00	0
Roofing & Window Replacement	1	188.00	0.00	0
Siding	2	188.00	0.00	0
Siding & Window Replacement	3	564.00	0.00	0
Window Replacement	6	564.00	0.00	0
Sub Total:	**31**	**14,853.75**	**5,494.36**	**1,173,567**
TOTAL:	**36**	**16,705.25**	**6,636.74**	**1,308,967**
Electrical				
Commercial				
Build-Out	3	246.00	0.00	0
Miscellaneous	4	281.00	0.00	0
Order For Payment	2	95.00	0.00	0
Septic Pump	2	70.00	0.00	0
Sub Total:	**11**	**692.00**	**0.00**	**0**
Residential				
Accessory Structure	2	180.00	0.00	0
Basement Finish	1	70.00	0.00	0
Dwelling	6	820.00	0.00	0
Furnace & Air Conditioner	1	35.00	0.00	0
Miscellaneous	4	140.00	0.00	0
New Service	3	450.00	0.00	0
Panel	1	90.00	0.00	0
Septic Pump	2	70.00	0.00	0
Sub Total:	**20**	**1,855.00**	**0.00**	**0**
TOTAL:	**31**	**2,547.00**	**0.00**	**0**
Fire				
Burning				
Residential	4	100.00	0.00	0
Sub Total:	**4**	**100.00**	**0.00**	**0**

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Fire Alarm / Device				
Commercial	1	181.25	117.81	10,000
Sub Total:	**1**	**181.25**	**117.81**	**10,000**
Fire Sprinkler				
Commercial	1	25.15	0.00	700
Sub Total:	**1**	**25.15**	**0.00**	**700**
TOTAL:	**6**	**306.40**	**117.81**	**10,700**
Mechanical				
Commercial				
Build-Out	2	250.00	97.50	19,000
Commercial Mechanical Remodel	1	100.00	0.00	10,000
Sub Total:	**3**	**350.00**	**97.50**	**29,000**
Residential				
Furnace	9	423.00	0.00	0
Furnace & Air Conditioner	2	94.00	0.00	0
Sub Total:	**11**	**517.00**	**0.00**	**0**
TOTAL:	**14**	**867.00**	**97.50**	**29,000**
Plumbing				
Commercial				
Build-Out	1	150.00	0.00	7,000
Sub Total:	**1**	**150.00**	**0.00**	**7,000**
Residential				
Dwelling	1	94.00	0.00	0
Gas Line	1	47.00	0.00	0
Water Heater	2	94.00	0.00	0
Water Softener	4	60.00	0.00	0
Sub Total:	**8**	**295.00**	**0.00**	**0**
TOTAL:	**9**	**445.00**	**0.00**	**7,000**
Sign				
Commercial				
Permenant	4	400.00	0.00	0
Temporary	5	200.00	0.00	0
Sub Total:	**9**	**600.00**	**0.00**	**0**
TOTAL:	**9**	**600.00**	**0.00**	**0**
Temporary Use				
Residential				
Landscape	1	5,000.00	0.00	0
Sub Total:	**1**	**5,000.00**	**0.00**	**0**

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
TOTAL:	**1**	**5,000.00**	**0.00**	**0**
User Defined				
Commercial				
Tank(s) & Drainfield	1	250.00	0.00	0
Sub Total:	**1**	**250.00**	**0.00**	**0**
Residential				
Pumping Permit	6	750.00	0.00	0
Tank(s)	1	150.00	0.00	0
Tank(s) & Drainfield	7	1,050.00	0.00	0
Sub Total:	**14**	**1,950.00**	**0.00**	**0**
TOTAL:	**15**	**2,200.00**	**0.00**	**0**
Zoning				
Residential				
Accessory Structure 120 Sq. Ft. or Smaller	1	25.00	0.00	0
Fence	4	100.00	0.00	0
Sub Total:	**5**	**125.00**	**0.00**	**0**
TOTAL:	**5**	**125.00**	**0.00**	**0**
Grand Total:	**126**	**28,795.65**	**6,852.05**	**1,355,667**

Report Name: PermitsIssued
Permit Category: All Permits

City of Ramsey
Permits Issued

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	CURRENT RANGE 11/1/2012 - 11/30/2012				PREVIOUS RANGE 11/1/2011 - 11/30/2011			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Building								
Commercial	5	1,851.50	135,400.00	1,142.38	0	0.00	0.00	0.00
Residential	31	14,853.75	1,173,567.00	5,494.36	37	13,467.25	759,146.00	2,954.46
Subtotal	36	16,705.25	1,308,967.00	6,636.74	37	13,467.25	759,146.00	2,954.46
Electrical								
Commercial	11	692.00	0.00	0.00	10	1,419.00	0.00	0.00
Residential	20	1,855.00	0.00	0.00	27	1,653.00	0.00	0.00
Subtotal	31	2,547.00	0.00	0.00	37	3,072.00	0.00	0.00
Fire								
Burning	4	100.00	0.00	0.00	4	100.00	0.00	0.00
Fire Alarm / Device	1	181.25	10,000.00	117.81	0	0.00	0.00	0.00
Fire Sprinkler	1	25.15	700.00	0.00	2	832.01	67,780.00	540.80
Fireworks	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Tent / Temp Membrane	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Underground Storage Tank	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	6	306.40	10,700.00	117.81	6	932.01	67,780.00	540.80
Mechanical								
Commercial	3	350.00	29,000.00	97.50	0	0.00	0.00	0.00
Residential	11	517.00	0.00	0.00	14	705.00	0.00	0.00
Subtotal	14	867.00	29,000.00	97.50	14	705.00	0.00	0.00
Plumbing								
Commercial	1	150.00	7,000.00	0.00	1	565.00	3,400.00	0.00
Residential	8	295.00	0.00	0.00	10	517.00	0.00	0.00
Subtotal	9	445.00	7,000.00	0.00	11	1,082.00	3,400.00	0.00
Sewer & Water								
Commercial	0	0.00	0.00	0.00	1	600.00	30,000.00	0.00
Subtotal	0	0.00	0.00	0.00	1	600.00	30,000.00	0.00
Sign								
Commercial	9	600.00	0.00	0.00	8	350.00	0.00	0.00
Institutional	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	9	600.00	0.00	0.00	8	350.00	0.00	0.00

Report Name: PermitsIssued
Permit Category: All Permits

City of Ramsey
Permits Issued

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	CURRENT RANGE 11/1/2012 - 11/30/2012				PREVIOUS RANGE 11/1/2011 - 11/30/2011			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Temporary Use								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	1	5,000.00	0.00	0.00	1	5,000.00	0.00	0.00
Subtotal	1	5,000.00	0.00	0.00	1	5,000.00	0.00	0.00
User Defined								
Commercial	1	250.00	0.00	0.00	0	0.00	0.00	0.00
Residential	14	1,950.00	0.00	0.00	11	1,850.00	0.00	0.00
Subtotal	15	2,200.00	0.00	0.00	11	1,850.00	0.00	0.00
Zoning								
Residential	5	125.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	5	125.00	0.00	0.00	0	0.00	0.00	0.00
Total	**126**	**28,795.65**	**1,355,667.00**	**6,852.05**	**126**	**27,058.26**	**860,326.00**	**3,495.26**

Report Name:
Permits Issued with Description
Issued Dates:
12/1/2012 to 12/31/2012

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Building				
Commercial				
Build-Out	2	784.50	509.92	47,510
Demolition	1	94.00	0.00	0
Roofing	1	933.50	0.00	30,000
Sub Total:	**4**	**1,812.00**	**509.92**	**77,510**
Residential				
Accessory Structure	1	177.00	57.53	3,000
Basement Finish	1	141.00	0.00	0
Dwelling	2	516.25	335.57	28,500
Fireplace	2	188.00	0.00	0
New Dwelling	7	14,281.25	4,426.63	1,263,303
Siding & Window Replacement	1	188.00	0.00	0
Window Replacement	4	376.00	0.00	0
Sub Total:	**18**	**15,867.50**	**4,819.73**	**1,294,803**
TOTAL:	**22**	**17,679.50**	**5,329.65**	**1,372,313**
Electrical				
Commercial				
Alteration	1	35.00	0.00	0
Build-Out	1	70.00	0.00	0
Fire Alarm System	1	368.25	0.00	0
Miscellaneous	1	690.50	0.00	0
Order For Payment	1	176.00	0.00	0
Sign	1	35.00	0.00	0
Sub Total:	**6**	**1,374.75**	**0.00**	**0**
Residential				
Accessory Structure	1	35.00	0.00	0
Basement Finish	1	70.00	0.00	0
Dwelling	3	450.00	0.00	0
Fireplace	1	35.00	0.00	0
Furnace	4	140.00	0.00	0
Furnace & Air Conditioner	2	70.00	0.00	0
Miscellaneous	4	175.00	0.00	0
New Service	1	150.00	0.00	0
Order For Payment	2	86.00	0.00	0
Remodel	1	70.00	0.00	0
Septic Pump	8	280.00	0.00	0
Sub Total:	**28**	**1,561.00**	**0.00**	**0**
TOTAL:	**34**	**2,935.75**	**0.00**	**0**
Fire				
Burning				
Residential	2	50.00	0.00	0

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Sub Total:	**2**	**50.00**	**0.00**	**0**
TOTAL:	**2**	**50.00**	**0.00**	**0**
Mechanical				
Commercial				
Alteration	1	200.00	0.00	1,500
Furnace & Air Conditioner	1	100.00	0.00	7,070
Sub Total:	**2**	**300.00**	**0.00**	**8,570**
Residential				
Furnace	11	517.00	0.00	0
Furnace & Air Conditioner	3	141.00	0.00	0
Gas Piping	1	47.00	0.00	0
Sub Total:	**15**	**705.00**	**0.00**	**0**
TOTAL:	**17**	**1,005.00**	**0.00**	**8,570**
Plumbing				
Commercial				
Build-Out	1	150.00	0.00	3,000
Sub Total:	**1**	**150.00**	**0.00**	**3,000**
Residential				
Addition	1	94.00	0.00	0
Gas Line	1	47.00	0.00	0
Remodel	1	94.00	0.00	0
Water Heater	5	235.00	0.00	0
Water Softener	11	165.00	0.00	0
Sub Total:	**19**	**635.00**	**0.00**	**0**
TOTAL:	**20**	**785.00**	**0.00**	**3,000**
Temporary Use				
Residential				
Landscape	2	12,000.00	0.00	0
Sub Total:	**2**	**12,000.00**	**0.00**	**0**
TOTAL:	**2**	**12,000.00**	**0.00**	**0**
User Defined				
Residential				
Pumping Permit	2	400.00	0.00	0
Tank(s) & Drainfield	2	300.00	0.00	0
Sub Total:	**4**	**700.00**	**0.00**	**0**
TOTAL:	**4**	**700.00**	**0.00**	**0**
Grand Total:	**101**	**35,155.25**	**5,329.65**	**1,383,883**

Report Name: PermitsIssued
Permit Category: All Permits

City of Ramsey
Permits Issued

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	CURRENT RANGE 12/1/2012 - 12/31/2012				PREVIOUS RANGE 12/1/2011 - 12/31/2011			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Building								
Commercial	4	1,812.00	77,510.00	509.92	3	737.50	40,400.00	297.21
Residential	18	15,867.50	1,294,803.00	4,819.73	16	1,761.25	6,100.00	117.16
Subtotal	22	17,679.50	1,372,313.00	5,329.65	19	2,498.75	46,500.00	414.37
Electrical								
Commercial	6	1,374.75	0.00	0.00	9	411.10	0.00	0.00
Residential	28	1,561.00	0.00	0.00	17	1,006.00	0.00	0.00
Subtotal	34	2,935.75	0.00	0.00	26	1,417.10	0.00	0.00
Fire								
Burning	2	50.00	0.00	0.00	3	75.00	0.00	0.00
Fire Alarm / Device	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Fire Sprinkler	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Fireworks	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Tent / Temp Membrane	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Underground Storage Tank	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	2	50.00	0.00	0.00	3	75.00	0.00	0.00
Mechanical								
Commercial	2	300.00	8,570.00	0.00	3	542.00	42,500.00	0.00
Residential	15	705.00	0.00	0.00	11	611.00	10,740.00	0.00
Subtotal	17	1,005.00	8,570.00	0.00	14	1,153.00	53,240.00	0.00
Plumbing								
Commercial	1	150.00	3,000.00	0.00	0	0.00	0.00	0.00
Residential	19	635.00	0.00	0.00	10	564.00	1,300.00	0.00
Subtotal	20	785.00	3,000.00	0.00	10	564.00	1,300.00	0.00
Sign								
Commercial	0	0.00	0.00	0.00	4	325.00	0.00	0.00
Institutional	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	0	0.00	0.00	0.00	4	325.00	0.00	0.00

Report Name: PermitsIssued
Permit Category: All Permits

City of Ramsey
Permits Issued

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	CURRENT RANGE 12/1/2012 - 12/31/2012				PREVIOUS RANGE 12/1/2011 - 12/31/2011			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Temporary Use								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	2	12,000.00	0.00	0.00	1	5,000.00	0.00	0.00
Subtotal	2	12,000.00	0.00	0.00	1	5,000.00	0.00	0.00
User Defined								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	4	700.00	0.00	0.00	4	650.00	0.00	0.00
Subtotal	4	700.00	0.00	0.00	4	650.00	0.00	0.00
Zoning								
Residential	0	0.00	0.00	0.00	1	25.00	0.00	0.00
Subtotal	0	0.00	0.00	0.00	1	25.00	0.00	0.00
Total	**101**	**35,155.25**	**1,383,883.00**	**5,329.65**	**82**	**11,707.85**	**101,040.00**	**414.37**

CC Regular Session **4. 2.**

Meeting Date: 02/12/2013

Submitted For: Katy Okerstrom **By:** Katy Okerstrom, Community Development

Information

Title:

Receive 2013 Building Division Month End Report: January

Background:

The Monthly Building Permit Report for January, 2013 is attached for your review.

Council Action:

Motion to receive Building Permit Report for January 1 through January 31st, 2013.

Attachments

January Permits Detail

January Permits Summary

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	02/06/2013 10:09 AM
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:37 PM

Form Started By: Katy Okerstrom Started On: 02/01/2013 09:15 AM

Final Approval Date: 02/07/2013

Report Name:
Permits Issued with Description
Issued Dates:
1/1/2013 to 1/31/2013

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Building				
Commercial				
Window Replacement	1	94.00	0.00	1,000
Sub Total:	**1**	**94.00**	**0.00**	**1,000**
Residential				
Basement Finish	5	705.00	0.00	0
Demolition	1	94.00	0.00	0
Dwelling	7	866.50	535.03	31,340
Fireplace	2	188.00	0.00	0
New Dwelling	1	2,564.75	1,342.09	267,288
Roofing & Siding	1	188.00	0.00	0
Roofing & Window Replacement	1	188.00	0.00	0
Window Replacement	2	188.00	0.00	0
Sub Total:	**20**	**4,982.25**	**1,877.12**	**298,628**
TOTAL:	**21**	**5,076.25**	**1,877.12**	**299,628**
Electrical				
Commercial				
Alteration	1	35.00	0.00	0
Furnace & Air Conditioner	1	35.00	0.00	0
Miscellaneous	5	175.00	0.00	0
Order For Payment	4	326.00	0.00	0
Sub Total:	**11**	**571.00**	**0.00**	**0**
Residential				
Basement Finish	4	280.00	0.00	0
Dwelling	12	1,445.00	0.00	0
Fireplace	1	35.00	0.00	0
Furnace	3	105.00	0.00	0
Furnace & Air Conditioner	1	35.00	0.00	0
Order For Payment	11	432.00	0.00	0
Septic Pump	1	35.00	0.00	0
Sub Total:	**33**	**2,367.00**	**0.00**	**0**
TOTAL:	**44**	**2,938.00**	**0.00**	**0**
Fire				
Burning				
Commercial	1	25.00	0.00	0
Residential	4	100.00	0.00	0
Sub Total:	**5**	**125.00**	**0.00**	**0**
Fire Alarm / Device				
Commercial	1	153.25	99.61	7,717
Sub Total:	**1**	**153.25**	**99.61**	**7,717**

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Fire Sprinkler				
Commercial	1	23.50	0.00	450
Sub Total:	**1**	**23.50**	**0.00**	**450**
TOTAL:	**7**	**301.75**	**99.61**	**8,167**
Mechanical				
Commercial				
Commercial Mechanical Addition	1	494.67	321.54	49,467
Sub Total:	**1**	**494.67**	**321.54**	**49,467**
Residential				
Boiler	1	47.00	0.00	0
Dwelling	2	188.00	0.00	0
Furnace	10	470.00	0.00	0
Furnace & Air Conditioner	1	47.00	0.00	0
Sub Total:	**14**	**752.00**	**0.00**	**0**
TOTAL:	**15**	**1,246.67**	**321.54**	**49,467**
Plumbing				
Commercial				
Water Meter	1	0.00	0.00	0
Sub Total:	**1**	**0.00**	**0.00**	**0**
Residential				
Dwelling	2	188.00	0.00	0
Water Heater	5	235.00	0.00	0
Water Softener	6	90.00	0.00	0
Sub Total:	**13**	**513.00**	**0.00**	**0**
TOTAL:	**14**	**513.00**	**0.00**	**0**
Sign				
Commercial				
Permenant	2	200.00	0.00	0
Sub Total:	**2**	**200.00**	**0.00**	**0**
TOTAL:	**2**	**200.00**	**0.00**	**0**
Temporary Use				
Residential				
Landscape	7	41,000.00	0.00	0
Sub Total:	**7**	**41,000.00**	**0.00**	**0**
TOTAL:	**7**	**41,000.00**	**0.00**	**0**
User Defined				
Residential				

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Pumping Permit	2	200.00	0.00	0
Tank(s)	1	150.00	0.00	0
Tank(s) & Drainfield	1	150.00	0.00	0
Sub Total:	**4**	**500.00**	**0.00**	**0**
TOTAL:	**4**	**500.00**	**0.00**	**0**
Grand Total:	**114**	**51,775.67**	**2,298.27**	**357,262**

Report Name: PermitsIssued
Permit Category: All Permits

City of Ramsey
Permits Issued

Printed: 2/1/2013

	CURRENT RANGE 1/1/2013 - 1/31/2013				PREVIOUS RANGE 1/1/2012 - 1/31/2012			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Building								
Commercial	1	94.00	1,000.00	0.00	1	94.00	0.00	0.00
Residential	20	4,982.25	298,628.00	1,877.12	23	8,026.50	391,277.00	1,567.84
Subtotal	21	5,076.25	299,628.00	1,877.12	24	8,120.50	391,277.00	1,567.84
Electrical								
Commercial	11	571.00	0.00	0.00	6	318.00	0.00	0.00
Residential	33	2,367.00	0.00	0.00	23	1,410.00	0.00	0.00
Subtotal	44	2,938.00	0.00	0.00	29	1,728.00	0.00	0.00
Fire								
Burning	5	125.00	0.00	0.00	5	125.00	0.00	0.00
Fire Alarm / Device	1	153.25	7,717.00	99.61	1	69.25	1,995.00	45.01
Fire Sprinkler	1	23.50	450.00	0.00	1	825.75	76,000.00	536.74
Fireworks	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Tent / Temp Membrane	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Underground Storage Tank	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	7	301.75	8,167.00	99.61	7	1,020.00	77,995.00	581.75
Mechanical								
Commercial	1	494.67	49,467.00	321.54	0	0.00	0.00	0.00
Residential	14	752.00	0.00	0.00	11	611.00	0.00	0.00
Subtotal	15	1,246.67	49,467.00	321.54	11	611.00	0.00	0.00
Plumbing								
Commercial	1	0.00	0.00	0.00	1	150.00	7,700.00	0.00
Residential	13	513.00	0.00	0.00	13	703.00	6,000.00	0.00
Subtotal	14	513.00	0.00	0.00	14	853.00	13,700.00	0.00
Sign								
Commercial	2	200.00	0.00	0.00	5	275.00	0.00	0.00
Institutional	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	2	200.00	0.00	0.00	5	275.00	0.00	0.00

City of Ramsey
Permits Issued

	CURRENT RANGE 1/1/2013 - 1/31/2013				PREVIOUS RANGE 1/1/2012 - 1/31/2012			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Temporary Use								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	7	41,000.00	0.00	0.00	2	14,000.00	0.00	0.00
Subtotal	7	41,000.00	0.00	0.00	2	14,000.00	0.00	0.00
User Defined								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	4	500.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	4	500.00	0.00	0.00	0	0.00	0.00	0.00
Zoning								
Residential	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Total	**114**	**51,775.67**	**357,262.00**	**2,298.27**	**92**	**26,607.50**	**482,972.00**	**2,149.59**

CC Regular Session **4. 3.**

Meeting Date: 02/12/2013

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

Information

Title:

Receive Fire Department Annual Report for 2012

Attachments

2012 report

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:16 PM

Form Started By: Dean Kapler Started On: 02/05/2013 01:56 PM

Final Approval Date: 02/07/2013

Ramsey Fire Department

Year End Report for 2012

Emergency Response

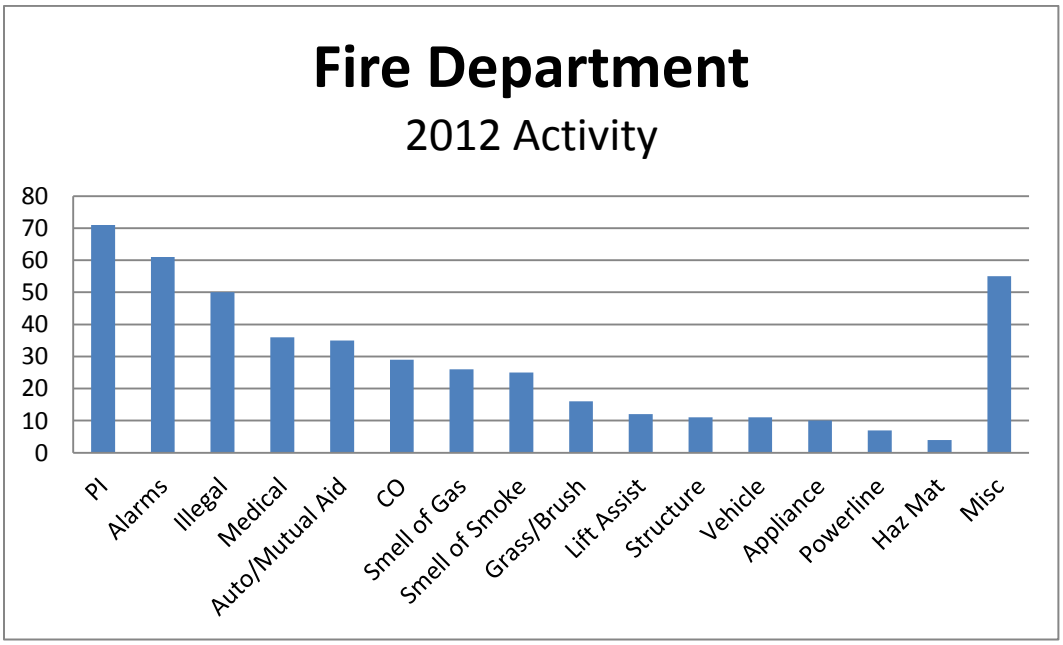
2012 activity witnessed a slight decrease in activity as compared to 2011. Although our community experienced a very hazardous wild land fire threat in the spring, the FD only responded to a total of 16 actual wild land fires. The City of Ramsey experienced a total of 9 structure fires with Nowthen having 2 with one of those unfortunately resulting in a resident death.

- Total calls tallied 447, this compares to 479 in 2010, 453 in 2009, 491 in 2008, and 489 in 2007.
- Personal Injury Accidents (PI's), as in the past, represented the largest response with 71 or 16% of the total.
- Response to Alarms was 61 or 14% of the total.
- Illegal Burning totaled 50 responses or 11% of the total.
- Responses in Nowthen totaled 76 which are included in the 447 total.

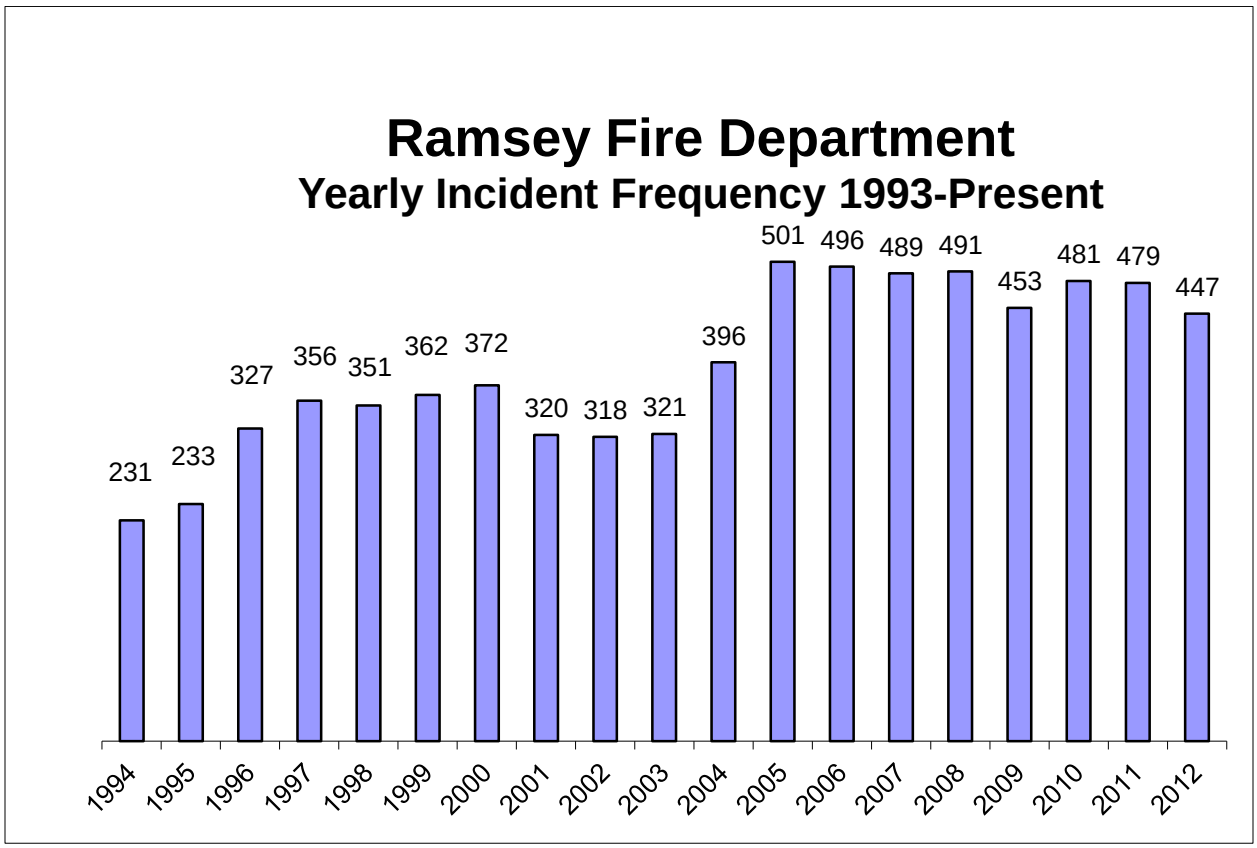
Ramsey Fire, in both Ramsey and Nowthen, continues to utilize a Duty Officer response for lower priority calls. With this response, one person responds to the call vs. full station response. In 2012 this type of response totaled 126.

Other notables were Medical including Code Blue responses and Lift Assists 37, Carbon Monoxide Alarms 29, Vehicle fires 11, Water Rescue 3, and Mutual Aid responses at 27.

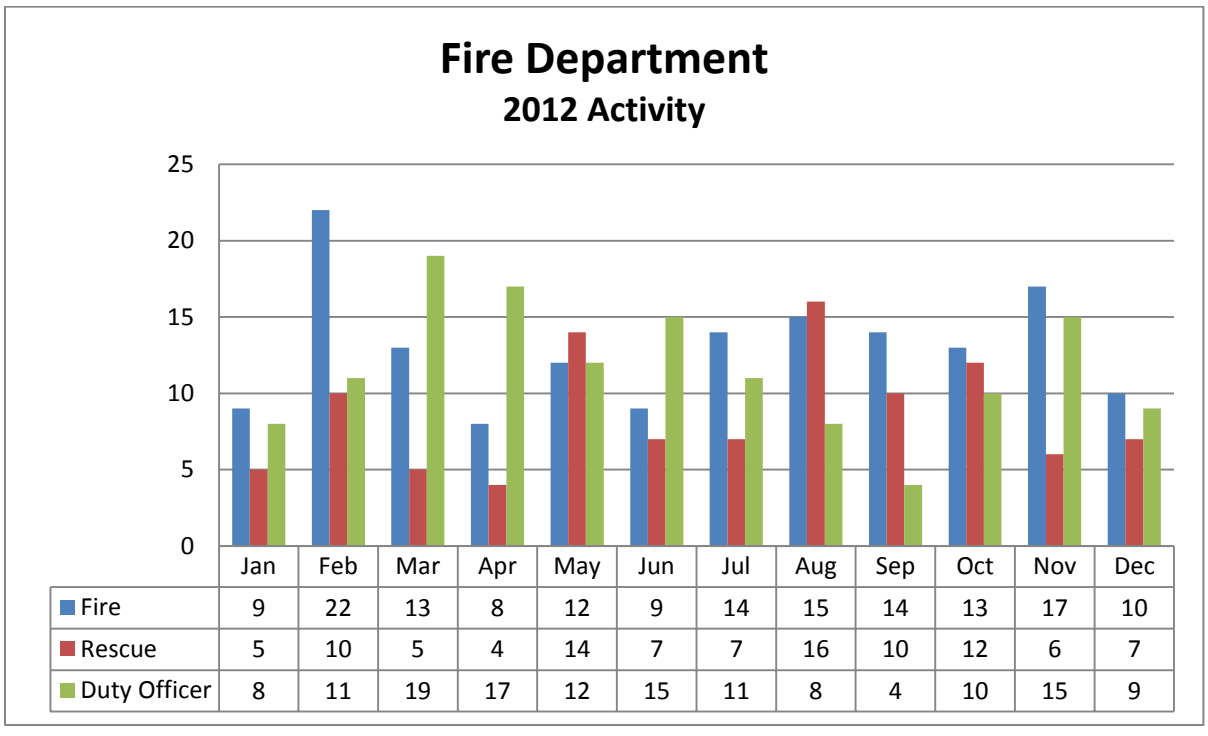
The chart below categorizes all responses:



The chart below illustrates the call trend from 1993-present:



The chart below illustrates the breakdown between Fire, Rescue and Duty Officer responses:



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Fire	9	22	13	8	12	9	14	15	14	13	17	10
Rescue	5	10	5	4	14	7	7	16	10	12	6	7
Duty Officer	8	11	19	17	12	15	11	8	4	10	15	9

Fire Department Staff

The Fire Department ended 2012 with 53 firefighters. Of these 6 new firefighters were hired in late 2012.

Ramsey/Nowthen Service Fees

Per the Joint Powers Agreement, Ramsey and Nowthen pay fees for apparatus and staff for training and response for each community. In 2012 Ramsey fees totaled $12,800 for apparatus and staff fees. Nowthen reimbursement for staff training and meetings totaled $11,019.08, staff costs for response to Nowthen totaled $10,650.24, apparatus costs totaled $14,000. It should be noted that per the JPA Nowthen also paid $3708 to the Relief Association, $6416 for Administrative costs, $3180 for a Captains rate, $2520 for a Lieutenants rate, and $2200 for Workman's Compensation Insurance for firefighters at the Nowthen Station.

Training

The Fire Department must keep up an aggressive training schedule to meet all requirements of on-going certifications, NFPA (National Fire Protection Agency) guidelines and OSHA requirements. Listed below are the training topics covered in 2012:

Date	Topic	Date	Topic
Jan 4	Fire Scene Preservation	Aug 1	Hose Testing
Jan 18	BBP/Right to Know	Aug 15	CPR Refresher
Jan 25	Positive Pressure Attack	Aug 22	Pump Operations
Feb 1	Ice Rescue Classroom	Aug 29	Major Maintenance
Feb 15	Environmental Emergencies	Sept 5	Pump Operations
Feb 22	Ice Rescue-Hands on	Sept 19	Peds/OB/Geriatrics
Feb 29	Major Maintenance	Sept 26	Mass/Gross Decon
March 7	Communications/ICS	Oct 3	Defensive Driving
March 21	Tools/Equip Maintenance	Oct 17	Mass Casualty
March 28	Foam/Fire Streams	Oct 24	SCBA
April 4	Lighting/Powerplants	Nov 7	Major Maintenance
April 18	Fire Suppression	Nov 28	Hazardous Materials
April 25	Auto Extrication	Dec 5	Med Skills Eval
May 2	Pre-Incident Planning	Dec 19	Fire Jeopardy
May 16	Mass Casualty		
May 23	Operations		
June 6	Major Maintenance		
June 27	CPR		

Fire Department Fleet

The fire department fleet is made up of apparatus some on which is owned by Ramsey, while others owned by Nowthen.

Listed below are the Ramsey owned apparatus and specifications of each:

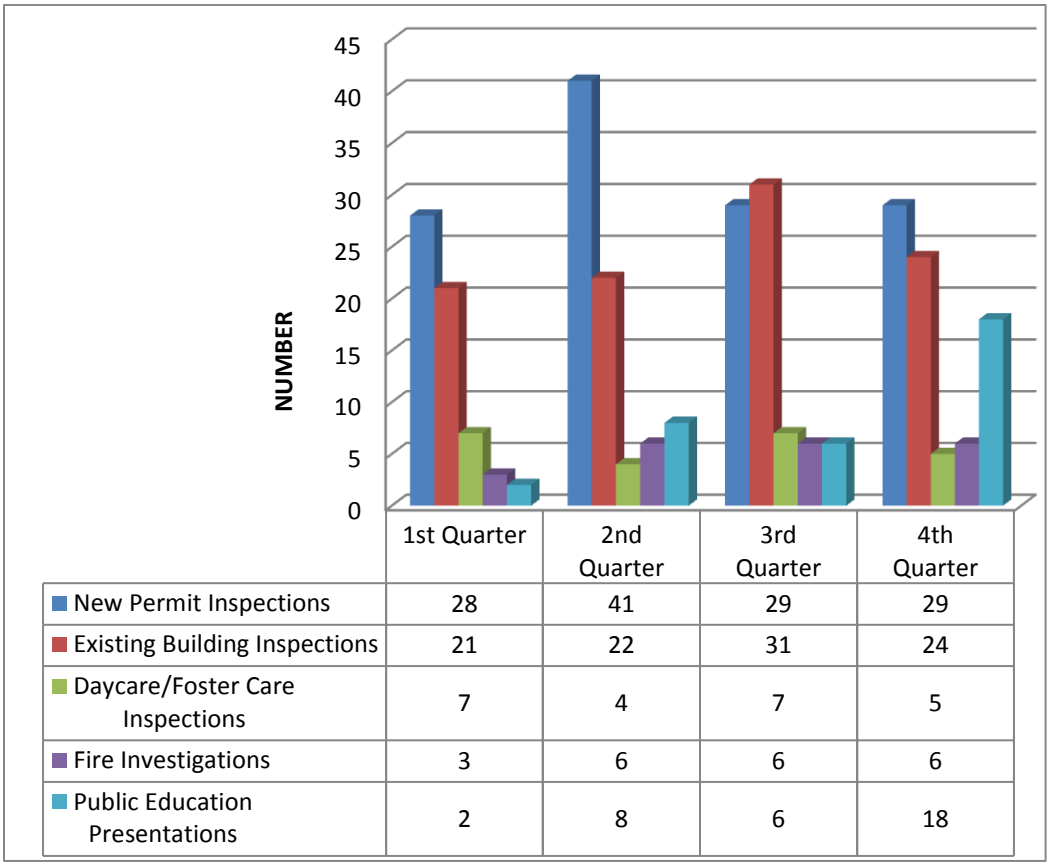
Vehicle	Pump Capacity	On-Board Water	# of Staff Carried
1999 Engine #11	1500 gpm	1000 gallons	6
2007 Engine #21	1250 gpm	1000 gallons	6
1994 Tanker #11	n/a	3000 gallons	2
1989 Tanker #21	500 gpm	1850 gallons	3
2003 Ladder #21	1500 gpm	300 gallons	6
2004 Rescue #11	n/a	n/a	5
2002 Rescue #21	n/a	n/a	5
2003 Grass #11	Not Rated	225 gallons	3
1989 Grass #21	Not Rated	200 gallons	3
2002 Asst Chief's Vehicle	n/a	n/a	2
2011 Fire Marshal Vehicle	n/a	n/a	2
2003 SCBA Trailer	n/a	n/a	n/a
Rescue Boat	n/a	n/a	8
2004 Duty Officer Truck	n/a	n/a	2
2008 Chief's Vehicle	n/a	n/a	4

Listed below are the Nowthen owned apparatus and specifications of each:

Vehicle	Pump Capacity	On-Board Water	# of Staff Carried
1989 Engine #31	1250 gpm	1000 gallons	6
1989 Tanker #31	n/a	1900 gallons	2
2008 Grass #31	Not Rated	225 gallons	3

Fire Prevention/Code Compliance

The chart below illustrates the activity that occurred in 2012



	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
New Permit Inspections	28	41	29	29
Existing Building Inspections	21	22	31	24
Daycare/Foster Care Inspections	7	4	7	5
Fire Investigations	3	6	6	6
Public Education Presentations	2	8	6	18

CC Regular Session **4. 4.**

Meeting Date: 02/12/2013

By: JoAnn Shaw, Community Development

Information

Title:

Note the Following Boards and Commissions Meeting Minutes:

Planning Commission Meeting Minutes Dated January 3, 2013
Environmental Policy Board Meeting Minutes Dated January 7, 2013

Attachments

Planning Commission 1.3.13

EPB 1.7.13

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:26 PM

Form Started By: JoAnn Shaw Started On: 01/22/2013 02:37 PM

Final Approval Date: 02/07/2013

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, January 3, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Gary Levine Commissioner Randy Bauer Commissioner Ralph Brauer (arrived at 7:07 p.m.) Commissioner Robert Schiller Commissioner Gary Van Scoy
Members Absent:	Commissioner Joseph Field Commissioner Jessica Perez
Also Present:	Development Services Manager Timothy Gladhill Associate Planner/Environmental Coordinator Chris Anderson

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 VanScoy, seconded by Commissioner Bauer, to approve the agenda as presented.

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated December 6, 2012

Motion by Commissioner Bauer, seconded by Commissioner Van Scoy, to approve the following minutes as presented: Planning Commission Meeting Minutes dated December 6, 2012.

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

5. NOTE CITY COUNCIL MINUTES

5.01: Note the Following City Council Meeting Minutes:

5.01.1: City Council Meeting Minutes Dated November 13, 2012
5.01.2: City Council Meeting Minutes Dated November 23, 2012

Informational; no action required.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Ordinance to Amend City Code Section 117-118 Entitled The COR Related to Twenty Four (24) Hour Drive-thrus

Public Hearing

Chairperson Levine called the public hearing to order at 7:03 p.m.

Presentation

Development Services Manager Gladhill presented the staff report. He explained that as part of The COR Zoning Code, including the reformat of the original Design Guidelines to the Design Framework, zoning code standards related to design were shifted from the actual text of the City Code to the new Design Framework document. The intent was to create a more flexible, yet better defined design document for developers to plan their developments.

Development Services Manager Gladhill indicated there appears to have been some sort of formatting issue that dropped drive-thru uses with twenty-four (24) hour operations as a conditional use, and only keeping drive-thrus as a permitted use (when using audible speakers) between the hours of 7:00 a.m. and 10:00 p.m. Staff recommended the Ordinance amendment as presented.

Citizen Input

There was not citizen input for this item.

Commissioner Brauer arrived at 7:07 p.m.

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

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

Chairperson Levine closed the public hearing closed at 7:07 p.m.

Commission Business

Commissioner Bauer requested information on the differences between The COR 2 and COR 3 zoning districts. Development Services Manager Gladhill discussed this in detail with the Commission explaining The COR 2 zoning district was more auto oriented and retail. He noted COR 3 was an office park/employment district.

Commissioner Van Scoy requested to see a zoning map showing the location of The COR and COR-2b zoning districts. Development Services Manager Gladhill reviewed a map with the Commission.

Commissioner Van Scoy inquired if there would be any screening along Bunker Lake Boulevard. Development Services Manager Gladhill was uncertain of the proposed screening for this area.

Chairperson Levine stated this information would be included in the site plan.

Commissioner Bauer questioned if The COR district, being mostly commercial, should have restricted business hours. He suggested the existing Ordinance not be modified and allow the use to remain a permitted use.

Commissioner Schiller agreed stating he was in favor of allowing drive-thrus to remain a permitted use.

Development Services Manager Gladhill commented Staff was recommending the use of audible speakers in The COR at a drive-thru from 11:00 p.m. to 7:00 a.m. through issuance of a Conditional Use Permit, and that the current ordinance was to allow use where not currently allowed under current ordinance.

Motion by Commissioner Bauer, seconded by Commissioner Schiller, to recommend that City Council adopt the Ordinance amending City Code Section 117-118 relating to twenty-four hour drive-thru operations, revising Line 1 and deleting everything in Paragraph 3 after "…beyond the property being served".

Further discussion

Chairperson Levine asked if this motion made sense to Staff. Development Services Manager Gladhill indicated this was a policy decision and if the Planning Commission was comfortable with allowing drive-thrus to operate 24 hours a day Staff would support this decision.

Commissioner Van Scoy questioned if there were current drive-thru businesses operating in The COR. Development Services Manager Gladhill noted there were drive-thru operations in the Coborn's development, a pharmacy lane and a Caribou Coffee.

Commissioner Van Scoy inquired if these businesses hours of operation were restricted. Development Services Manager Gladhill explained the hours were restricted by City Code.

Commissioner Bauer suggested the hours not be restricted as this was a commercial business district.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Schiller. Voting No: Van Scoy. Abstain: Commissioner Brauer. Absent: Commissioners Field and Perez.

6.02: Public Hearing: Request for Site Plan and Conditional Use Permit Approval for McDonald's Located on Lot 4 Block 1 CORE TWO; Case of McDonald's USA LLC

Public Hearing

Chairperson Levine called the public hearing to order at 7:16 p.m.

Presentation

Associate Planner/Environmental Coordinator Anderson presented the staff report. He explained the City received an application for Site Plan and Conditional Use Permit review for a proposed 4,600 square foot McDonald's restaurant located in the COR-2b subdistrict. The proposed building is a single tenant space located at the southeast corner of Sunwood Drive and Armstrong Boulevard NW, adjacent to the recently approved Super America site. The proposal includes a drive-thru and the applicant has requested to utilize and operate electronic speaker devices associated with the drive-thru twenty-four (24) hours per day. A conditional use permit is being processed along with the site plan to address the use of electronic speaker device outside the hours of 7:00 a.m. and 10:00 p.m. as permitted by City Code.

Associate Planner/Environmental Coordinator Anderson reviewed the site plan renderings in further detail and recommended the Commission adopt findings of fact favorable to the applicant and to approve the request for a Conditional Use Permit for the use and operation of electronic speaker devices associated with the drive-thru twenty-four (24) hours per day, contingent upon compliance with the Staff Review Letter dated December 28, 2012 and upon adoption of an Ordinance amendment related to the expanded use of electronic speaker devices. Staff requested the Commission also recommend approval of the proposed site plan, contingent upon compliance with the Staff Review Letter dated December 28, 2012.

Chairperson Levine requested staff to review how traffic would flow through this property. Development Services Manager Gladhill reviewed the traffic flow in detail with the Commission.

Chairperson Levine asked how many lanes would be provided in the drive-thru. Associate Planner/Environmental Coordinator Anderson commented there would be two drive-thru lanes that would merge into one for food pickup.

Citizen Input

Brian Smith, McDonald's USA, 1650 West 82nd in Bloomington, thanked the Commission for consider his request this evening. He noted he was available to take questions or comments.

Eric Kellogg, Landform, 105 South Fifth Avenue in Minneapolis, noted he too was available to take questions or comments from the Commission.

Commissioner Van Scoy asked if McDonald's had provided any alternative placement plans to City staff. Mr. Kellogg stated many options were discussed for this site given the number of cars anticipated. He noted the provided plan best met the needs of the restaurant with a drive-thru. He explained it was extremely important to separate the pedestrian traffic from the drive-thru traffic for safety purposes.

Commissioner Bauer questioned why Staff had requested the building layout alternatives. Development Services Manager Gladhill explained that this assured Staff had done their due diligence in reviewing the layout of this site, the flow of traffic and that the best plan was before the Commission for approval.

Chairperson Levine commented the proposed layout worked well, as has been demonstrated in other communities.

Commissioner Brauer inquired who was awarded the franchise for this McDonald's location. Mr. Smith stated this had not yet been determined.

Commissioner Brauer asked how much leeway McDonald's had to deviate from the standard site plan. Mr. Kellogg stated the submitted layout would differ from any in the metro area, given the proposed trellis and windows on the rear of the building. Mr. Smith explained that deviating from the site plan too greatly would require assistance from corporate. He noted that full circulation around the site was key.

Commissioner Brauer questioned how much McDonald's could deviate prior to involving corporate comment. Mr. Smith stated safety issues would arise if the building did not have full circulation.

Commissioner Brauer commented the proposed site plan deviated from the current zoning guidelines. He was pleased that McDonald's has been willing to work with the City thus far and questioned how much further McDonald's could go to meet the zoning code. Mr. Smith stated his main concern would be meeting McDonald's safety requirements.

Chairperson Levine supported the site plan as submitted.

Commissioner Bauer asked where the golden arches would be located. Mr. Kellogg indicated the building would have arches along with the proposed signage off of Highway 10.

Commissioner Bauer questioned where the garbage receptacles would be located. Mr. Smith noted these would be fully enclosed to the rear of the building.

Commissioner Bauer asked how many seats the restaurant would have. Mr. Carlisle commented the restaurant would have 90-100 seats and would have 51 parking stalls.

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

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

Chairperson Levine closed the public hearing closed at 7:47 p.m.

Commission Business

Commissioner Brauer requested an additional Finding of Fact be added stating that given McDonald's corporate policy on how sites are to be designed and for safety reasons, the proposed site plan was the only way to layout this site.

Chairperson Levine questioned why this was necessary.

Commissioner Brauer stated this would allow for deviation from the recommended zoning standards with regard to the site layout, addressing also the safety concerns of the proposed use on this site.

Associate Planner/Environmental Coordinator Anderson recommended this finding state the proposed site plan minimizes the potential pedestrian/motor-vehicle conflicts and safety concerns. The Commission agreed with this suggestion.

Commissioner Bauer asked how the Conditional Use Permit would proceed given the previous action taken by the Planning Commission. Development Services Manager Gladhill suggested the reference to the Conditional Use Permit be omitted as the drive-thru would be a permitted use.

Motion by Commissioner Schiller, seconded by Commissioner Brauer, to recommend that City Council adopt findings of fact (with the addition noted above) favorable to the applicant and to approve the request for the use and operation of electronic speaker devices associated with the drive-thru twenty-four (24) hours per day, contingent upon compliance with the Staff Review Letter dated December 28, 2012 and upon adoption of an ordinance amendment related to the expanded use of electronic speaker devices.

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

Motion by Commissioner Schiller, seconded by Commissioner Brauer, to recommend that City Council approve the proposed site plan, contingent upon compliance with the Staff Review Letter dated December 28, 2012.

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

6.03: Discussion on Dissemination of City Council Minutes

Presentation

Development Services Manager Gladhill presented the staff report. He indicated the Planning Commission was the only Board within the City that notes City Council minutes. He explained that all Council minutes are currently attached to the Planning Commission agenda. In addition to noting all City Council Minutes, staff additionally prepares a Staff Update that highlights and summarizes key actions made by the Council that may be of interest to the Commission. With the new agenda software system and online records retention system, all City minutes are much more easily accessible than in the past. Staff recommended that the City Council minutes be disseminated through the City's online records retention system rather than attaching them to the Planning Commission agenda.

Commissioner Bauer supported Staff's recommendation.

Chairperson Levine agreed and directed Staff to disseminate City Council Minutes through the City's online records retention system rather than attaching to the Planning Commission Agenda.

7. COMMISSION / STAFF INPUT

7.01: Special Planning Commission Meeting

Development Services Manager Gladhill commented Staff was working to hold a Special Planning Commission meeting during the week of January 14th. However, this was not possible given the required public hearing notifications. He would be following up with the Commission to possibly hold a special meeting on January 22nd, 23rd or the 28th or 29th to discuss the Preliminary Plat and Site Plan Review for the Seasons of Ramsey.

8. ADJOURNMENT

Motion by Commissioner Van Scoy, seconded by Commissioner Schiller, to adjourn the meeting.

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

The regular meeting of the Planning Commission adjourned at 8:02 p.m.

Respectfully submitted,

_____
Tim Gladhill
Development Services Manager

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Monday, January 7 2013, the Environmental Policy Board (EPB) met in the Mississippi River Conference Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present: Chairperson Michael Max
Board Member Bob Bentz
Board Member Michael Hiatt
Board Member Larry Lewis
Board Member Thomas Stodola
Board Member Michael Valentine

Members Absent: Board Member John Enstrom.

Also Present: Associate Planner/Environmental Coordinator Chris Anderson

1. CALL TO ORDER

Chairperson Max called the meeting to order at 6:33 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Board Member Hiatt and seconded by Board Member Lewis to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Max, Board Members Hiatt, Lewis, Bentz, Stodola, and Valentine. Voting No: None. Absent: Board Member Enstrom.

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated December 10, 2012

Motion by Board Member Valentine and seconded by Board Member Bentz to approve the regular meeting minutes dated December 10, 2012.

Motion carried. Voting Yes: Chairperson Max, Board Members Valentine, Bentz, Hiatt, Lewis, and Stodola. Voting No: None. Absent: Board Member Enstrom.

5. POLICY BOARD BUSINESS

5.01: Tree Sale Discussion (Continued)

Associate Planner/Environmental Coordinator Anderson presented the staff report and reviewed the proposed species of trees to be included in the tree sale this year. He stated that he is still working to develop an incentive for early orders. He noted that the January/February City newsletter was condensed but he was able to include a small paragraph announcing the tree sale and directing interested parties to the City website.

Chairperson Max questioned how many people pre-ordered in previous sales.

Associate Planner/Environmental Coordinator Anderson was unsure of the number but did not think it was very high. He estimated a total of 12-15 orders but noted that many of the orders included multiple trees. He advised that sales have declined over the past three years.

Board Member Lewis questioned if another issue of the newsletter would reach residents prior to March 31st.

Associate Planner/Environmental Coordinator Anderson confirmed that the March/April issue would reach residents prior to that date.

Board Member Lewis commented that Associate Planner/Environmental Coordinator Anderson chose a nice selection of trees for the sale.

Associate Planner/Environmental Coordinator Anderson stated that he hoped to finalize the species list in the next week with the vendor.

Board Member Bentz questioned if these species were native.

Associate Planner/Environmental Coordinator Anderson stated that while not all the species are native, they all perform well in this area.

Chairperson Max confirmed that the Subcommittee did not meet since the last meeting.

5.02: Tree Preservation Ordinance Review

Associate Planner/Environmental Coordinator Anderson presented the staff report and asked for the input of the Board on whether there is desire or need to revisit the ordinance in terms of replacement standards.

Board Member Bentz stated that he believed the ordinance to be wordy and easy to get lost in. He questioned if this would be discouraging for a developer coming into the City. He noted that while he did not see anything wrong with the ordinance, he believed it could be simplified.

Board Member Lewis questioned how this ordinance compares to those of other Metro communities.

Associate Planner/Environmental Coordinator Anderson stated that portions of the ordinance are average, portions are less restrictive, and other portions are more restrictive than other Metro communities.

Chairperson Max stated that there was a developer on the Board when this ordinance was developed and his thought was that he did not care what the ordinance said as long as it is applied equally for all developments.

Board Member Valentine questioned the purpose of revisiting the ordinance.

Associate Planner/Environmental Coordinator Anderson explained that reviewing the tree preservation standards was on the approved Work Plan. The purpose of reviewing the ordinance is to determine if the Board is comfortable with it in its present format or if there is a desire to research and recommend tree replacement standards.

Board Member Valentine stated that he did not feel that the Board had the proper information in regard to setting the benchmark for replacement but felt that the Board could provide direction on whether Ramsey should stand at the front of the pack for this issue or whether the community should simply meet the average standards of other metro communities.

Chairperson Max stated that it would be helpful to have a Council liaison for this matter after the Council holds its annual goal setting session. He believed that this is a good time for the discussion because development has hit the bottom and should begin to pick up again.

Associate Planner/Environmental Coordinator Anderson stated that he will gather information from similar ordinances from neighboring communities within Anoka County, and a few across the Metro area, to bring back to the Board.

Chairperson Max questioned how Ramsey compares to Plymouth.

Associate Planner/Environmental Coordinator Anderson stated that it has been a while since he reviewed the standards of Plymouth but believed that Plymouth is more stringent than Ramsey at this time and provided examples.

Board Member Bentz noted that some of the older and more established communities have the opportunity to be more stringent because their land is mostly used up and because their community is already desirable.

Associate Planner/Environmental Coordinator Anderson explained that the purpose of the review is not to deem how the City can become more stringent, but to determine if the ordinance accomplishes its intended purpose.

Board Member Valentine agreed with Board Member Bentz that those thoughts should be kept in mind when reviewing the ordinances of other metro communities.

Associate Planner/Environmental Coordinator Anderson noted that there are two overlay districts, Wild and Scenic River District and the Critical River District, within Ramsey and provided some background on both related to vegetation management, noting that the State did

not require replacement standards in their regulations. He explained that the City can add additional requirements, including replacement standards, for the overlay districts.

Chairperson Max noted that might be an opportunity to partner with the Lower Rum River Water Management Organization (LRRWMO) for a targeted campaign.

Associate Planner/Environmental Coordinator Anderson provided additional information regarding Ash trees and the Emerald Ash Borer. He also advised of an upcoming conference on the topic that will be hosted in Hopkins and asked that any interested Board Members let him know if they would like to attend.

Board Member Bentz discussed the irrigation requirements and the possible exemption of rain gardens and drought resistant plants.

Associate Planner/Environmental Coordinator Anderson agreed that the Board could work to develop recommendations for a list of exemptions that could be included in the irrigation portion of the ordinance to assist in water conservation. He stated that he would develop something that the Board could review at the next meeting. He noted that he would also review the ordinances of neighboring communities and across the metro to determine where the City falls on the scale and if there are any innovative measures the City could incorporate regarding tree preservation.

6. BOARD / STAFF INPUT

- **Expiring Terms**

Associate Planner/Environmental Coordinator Anderson advised that Board Member Enstrom's term expires on March 31, 2013.

- **New Recycling Funding Opportunities**

Associate Planner/Environmental Coordinator Anderson advised of new recycling funding opportunities, noting that the spring and fall recycling events could possibly be held on a smaller scale on a monthly basis with the City paying for advertising and a local vendor, such as Ace, running the events. He advised of opportunities for park recycling and noted that he was able to obtain County funds to purchase recycling carts for the parks.

- **Board Member Input**

Board Member Bentz questioned if staff has put any thought into obtaining talent for the Expo.

Associate Planner/Environmental Coordinator Anderson noted that was one of the items he had asked the Board to assist with.

Chairperson Max suggested that item be added to the next agenda to allow additional brainstorming.

Board Member Hiatt advised of a program he listened to on the way to the meeting regarding a possible push from the legislature on recycling.

Board Member Valentine stated that he would be interested to know if the monthly recycling opportunities will boost the participation of residents.

7. ADJOURNMENT

Motion by Board Member Stodola, and seconded by Board Member Hiatt, to adjourn the meeting.

The meeting adjourned at 8:05 p.m.

Respectfully submitted,

_____

Chris Anderson
Associate Planner/Environmental Coordinator

ATTEST:

_____

JoAnn Shaw
Community Development Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 5.**

Meeting Date: 02/12/2013

By: Jo Thieling, Administrative Services

Information

Title:

Approve the Following Meeting Minutes:
1. City Council Work Session - January 22, 2013
2. City Council Regular Session - January 22, 2013

Background:

Meeting minutes are attached for Council review and approval.

Council Action:

Motion to approve the following meeting minutes:
1. City Council Work Session - January 22, 2013
2. City Council Regular Session - January 22, 2013

Attachments

CCWS Mts 012213

CC Mts 012213

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:27 PM

Form Started By: Jo Thieling Started On: 01/30/2013 04:11 PM

Final Approval Date: 02/07/2013

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, January 22, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Randy Backous
Councilmember David Elvig
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Jason Tossey

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Dean Kapler
Public Works Superintendent Grant Riemer
Development Services Manager Timothy Gladhill
Management Analyst Patrick Brama
Interim Engineer Shane Nelson

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 6:19 p.m.

2. TOPICS FOR DISCUSSION

2.01: Presentation by Marlene Moulton-Janssen, Director, Anoka County Library

Marlene Moulton-Janssen, Anoka County Library Director, introduced herself and thanked Ramsey for welcoming the Library for this new concept of a Library kiosk. She described how it could be used to provide access to remote sites. It was noted that Anoka County Libraries recently received a Library Services and Technology Act (LSTA) grant in the amount of $117,389 to expand library services to Ramsey, Andover, and the Anoka-Hennepin School District. Ms. Moulton-Janssen explained this grant will allow the Library to do more, and to provide access to both physical and virtual materials. Now the question before the Council is to identify target markets and locations that would best serve its residents. Ms. Moulton-Janssen explained they had originally looked at providing service to train commuters (near the train depot), adult residents (near the apartment complex) and License Center customers. She explained the Library is attempting to overcome the barriers of inconvenient hours, greater distance from a library, and serving the commuting population. Ms. Moulton-Janssen described electronic access and virtual services that are available, when needed. She explained the process to order a book, receive it from a book locker, and then return the book.

Ms. Moulton-Janssen described services that will be funded through 3M, local, and grant dollars for a Discovery Station to check out materials, load those materials into the "cloud," and then download it into your smart electronic device. Another service is to provide electronic tablets through a vending machine using a library card and credit card to provide security. The tablet can then be returned at a future date.

Ms. Moulton-Janssen reviewed potential sites in Ramsey including the City Hall conference room, along an exterior wall, and/or in the parking ramp. She explained the Library kiosk, Discovery Station, and Tablet machine all require a climate controlled area. She suggested a kickoff in March with the equipment delivery being staggered. Ms. Moulton-Janssen explained this equipment can be relocated to other sites to serve the City's mobile population.

Bob Thistle, Library Board President, explained that two years ago, they did a comprehensive study of the types of libraries needed in the 21st Century with a focus on replacement of several libraries in Anoka County. Now the Library is only talking about drop boxes in remote locations, download stations, and tablet checkout because technology during the last two years has moved so quickly. Mr. Thistle asked how City Hall spaces can be retrofit to have this equipment available to the public. He stated they are offering intermediate locations to assure availability in the parking ramp and City Hall. Mr. Thistle stated he thinks this is a great opportunity and they appreciate the City's support.

Mayor Strommen asked whether staff is looking for specific feedback on this item.

City Administrator Ulrich stated the Council approved entering into the grant agreement to offer space and electronic data hookup. Staff recommends the Mississippi Room (conference room) that provides electrical and data connections and climate control. He reviewed the week day hours the City Hall is open and noted this is a pilot program.

Councilmember Backous stated this is a fantastic opportunity and thanked the Anoka County Library for bringing this forward to Ramsey. He noted a target user may be do-it-yourselfers looking for books on home improvements.

Mr. Thistle stated the City will need to get creative with signage.

Councilmember Elvig stated he is excited about this new opportunity and thinks City Hall is an appropriate location. He noted the City Hall has large vestibules that could remain open while the building is locked.

City Administrator Ulrich explained the locations need to be handicap accessible and staff will look at the north side and Police Department entryways. He noted a concern for using the conference room space is that it was used 64 nights in 2001 and 54 in 2012 so the City may need to shift meeting locations.

Councilmember LeTourneau asked if the 3M Discovery Center would use the City's Wi-Fi.

Ms. Moulton-Janssen answered in the affirmative, noting it is indicated in the grant agreement and using the County's broadband system will provide plenty of "pipeline" space.

Councilmember LeTourneau noted for first-time users, there may be need for information in how to access the service.

Ms. Moulton-Janssen agreed there will be need to offer instructional classes on how to access this service.

Mayor Strommen thanked Ms. Moulton-Janssen and Mr. Thistle for attending tonight's meeting and indicated the City looks forward to this partnership.

2.02: 2013-2017 Capital Improvement Program (CIP)

Finance Director Lund reviewed the staff report, described the purpose of Capital Improvement Program (CIP), and noted the request to schedule a public hearing on February 12, 2013, to consider adoption of the 2013-2017 Capital Improvement Plan (CIP) is on tonight's Consent Agenda.

Councilmember Elvig recommended including a narrative of the CIP at the beginning of the document to help the public understand its purpose.

Councilmember LeTourneau asked if projects can be undertaken if not included in the CIP.

Finance Director Lund explained the CIP is only a planning document and all projects require City Council approval.

The consensus of the Council was to support scheduling a public hearing on February 12, 2013, to consider adoption of the 2013-2017 CIP.

2.03: Discuss Highway 10 Corridor Support / Funding

City Administrator Ulrich reviewed the staff report, noting Anoka County Commissioner Look has informed the City that Anoka County and the City of Anoka are planning a trip to Washington, D.C. on March 6-7, 2013, to meet with its local delegation as well as Transportation Committee Chair Shuster to address federal funding for the Highway 10 Corridor. The City of Anoka will be sending Mayor Rice and two staff members. City Administrator Ulrich recommended sending a delegation to, himself and Mayor Strommen, to join Anoka County and the City of Anoka to Washington, D.C., to secure funding for the Highway 10 project. The estimated cost is $2,000 to $3,000 for the two-day trip and if approved, would be funded from the Council Contingency. It was noted this item is on tonight's Consent Agenda.

Councilmember Elvig agreed, noting the City has been successful previously when going to Washington, D.C., to lobby. However, he was concerned with the City of Anoka's position relating to the project within Ramsey's boundaries.

City Administrator Ulrich stated the City of Anoka is on board with this effort since it defines the project area to get away from Anoka's concern within its boundaries.

Councilmember Riley stated he understands the City of Anoka is unified with the project from Fair Oak to Armstrong Boulevard.

Councilmember Tossey stated his support for staff's recommendation and asked whether the joint meeting should be held prior to the Washington, D.C. trip.

Mayor Strommen stated that is an option or an update on the delegation's trip can be given at the joint meeting.

The consensus of the Council was to support the expenditure of $2,000 to $3,000 from the Council Contingency Fund to send a delegation of City Administrator Ulrich and Mayor Strommen to Washington, D.C., on March 6-7, 2013, to seek federal funding for the Highway 10 Corridor.

3. FUTURE TOPICS FOR DISCUSSION

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None

5. ADJOURNMENT

Mayor Strommen adjourned the Work Session of the City Council at 6:51 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.*

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, January 22, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Randy Backous
Councilmember David Elvig
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Jason Tossey

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Dean Kapler
Development Services Manager Timothy Gladhill
Management Analyst Patrick Brama
City Attorney William Goodrich
Development Manager Darren Lazan
Interim Engineer Shane Nelson

1. CALL TO ORDER

Mayor Strommen 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 Strommen.

2. PRESENTATION

2.01: Presentation to Out-Going Mayor Ramsey and Councilmembers McGlone and Wise

Mayor Strommen stated it is her honor tonight to recognize the service of out-going Mayor Bob Ramsey and Councilmembers Collin McGlone and Jeff Wise, noting Messrs. Ramsey and McGlone were unable to attend but Mr. Wise is present. Mayor Strommen reviewed the accomplishments of these outgoing Council members during their tenure and then presented out-going Councilmember Wise with a certificate of appreciation for his service to the City of Ramsey as a Councilmember At Large.

Former Councilmember Wise stated it was an honor to serve Ramsey's citizens and an eye-awakening experience as well. He wished the best of luck to the City Council and hoped they shared his good memories. The Council and audience responded with a round of applause.

3. CITIZEN INPUT

Wayne Buchholz, 14621 Neon Street NW, asked how many strategic planning companies had been considered before it was approved by the Council two weeks ago. Mayor Strommen explained she and the City Administrator had originally discussed other companies but in the end, decided to not go out for bid. Mr. Buchholz stated his objection that only one company was considered.

Mayor Strommen noted that planning process was launched and the first meeting held last week. She indicated she had recommended Anita S. Duckor of Duckor & Associates because she had seen Ms. Duckor's work product and was confident the process would create the Council's desired outcome.

4. CONSENT AGENDA

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to approve the following items on the Consent Agenda:

4.01: Receive Cash and Investments for Period Ending December 31, 2012
4.02: Schedule Public Hearing to Consider Adoption of the 2013-2017 Capital Improvement Program (CIP)
4.03: Approve the following Meeting Minutes:
1) City Council Work Session dated December 11, 2013
2) City Council Regular Session dated December 11, 2013
3) City Council Work Session dated January 8, 2013
4) City Council Regular Session dated January 8, 2013
4.04: Approve Attached License Applications for 2013
4.05: Approve Community and Business Event Participation
4:06: Approval from Exemption for a Gambling License for Minnesota Waterfowl Association – Rum River Chapter
4.07: Introduce Ordinance to Vacate a Portion of 147th Circle (Right-of-Way) and Drainage and Utility Easements in the Proposed SEASONS OF RAMSEY Plat
4.08: Accept State Fire Marshal Grant for Shared Fire Services and Enter into a Contract with Emergency Services Consulting International
4.09: Adopt Resolution 13-01-020 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 4, 2013, through January 17, 2013
4.10: Adopt Resolution #13-01-017 Supporting the Development of the Mississippi River Trail also known as United States Bicycle Route 45
4.11: Adopt Resolution #13-01-019 Authorizing Partial Payment to North Pine Aggregates, Inc. for IP 12-20; CSAH 83 (Armstrong Boulevard) – Sunwood Drive

4.12: Adopt Resolution #13-01-022 Authorizing Partial Payment to County Line Excavating for IP 12-25; North Commons
4.13: Adopt Resolution #13-01-024 in Support of Funding for Trunk Highway Improvements

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Riley, Backous, Elvig, Kuzma, and Tossey. Voting No: None.

5. APPROVE AGENDA

Motion by Councilmember Elvig, seconded by Councilmember Kuzma, to approve the agenda as revised to consider Case 7.04 prior to Case 7.01.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, Kuzma, Backous, LeTourneau, Riley, and Tossey. Voting No: None.

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.04: Consider Purchase of 14590 Armstrong Boulevard NW, Ramsey, Minnesota (Wiser Choice Liquor) from M&W Holding Company LLC (The "Property") (Portions of this discussion were closed to the public)

City Attorney Goodrich reviewed the staff report and three possible alternatives: 1. Take no action and not consider City purchase of the Property; 2. Request that the HRA consider or not consider purchase of the Property; and/or, 3. Determine that the City should consider purchase of the Property and meet to consider purchase agreement terms. He indicated that since Mr. Wise has submitted countered terms, he would recommend that discussion be held during Closed Session. However, the Council can first decide if it supports purchase of the Property.

City Administrator Ulrich stated this property was planned for purchase as part of the Sunwood Drive Realignment Project and preparation for the future Armstrong Interchange. He explained why staff felt it was important to separate the purchase of this property for right-of-way purposes from the sale of the HRA property in The COR.

With regard to whether Ramsey would receive reimbursement for purchase of this right-of-way, City Administrator Ulrich indicated Anoka County is the lead agency and its engineers have indicated they thought it would be part of the City's contribution to that $33 million project.

Mayor Strommen asked the Council to first decide if it supported purchase of the 14590 Armstrong Boulevard NW property.

Councilmember Elvig described his past consideration of this property purchase and intent to maintain a position of support unless the terms of the deal change through a counter proposal. Should that occur, he would want to start the proposal over and may change his vote.

Councilmember LeTourneau stated his position that it is not a question as to whether to purchase but a matter of timing. He reviewed the issues he finds to be "unknowns" that would need to be answered before he would be comfortable making this decision. In addition, he shares the concern related to funding and reimbursement, thinking there may be other higher priority projects. Due to these unknown issues, Councilmember LeTourneau suggested delaying consideration for several months.

Councilmember Tossey stated he voted in support of this purchase last year because he found the Highway 10 overpass to be Ramsey's biggest priority. He indicated there is a willing buyer/willing seller and he thinks it will cost the City more to go through eminent domain.

Councilmember Riley stated his concerns are "why now" and "why at this price." At this time, he is not comfortable with either of those points and does not know whether the City will pay more with eminent domain since the City is following the same rules.

Councilmember Backous stated he had supported this purchase from the beginning and nothing has changed in his mind. He agreed the Highway 10 overpass is and has been the City's number one priority since he started on the Council. Councilmember Backous stated he understands the new member's questions and concerns but this is no different than other property the City has purchased and the price is not out of line considering previous purchases.

With regard to reimbursement, City Administrator Ulrich stated he does not have direct experience with that in terms of how it would be calculated, the whole purchase amount or only the value of the land, since it is a business relocation.

Councilmember Backous stated that is a moot argument because the property has to be purchased to build the overpass whether or not the City is reimbursed. He noted the City has done everything for that project except this purchase, which needs to be taken care of.

Mayor Strommen favored considering purchase of this property and discussing the counter offer. She noted a majority of the Council has indicated support to consider this purchase.

Development Manager Lazan clarified that the question has never been if Ramsey would be reimbursed but whether it would receive credit. He described the difference and clarified that the City will be reimbursed if it owns the right-of-way.

Jim Neilson, real estate attorney representing Jeff Wise, reviewed his background in real estate law and stated his client's hope this purchase can be done amicably as Mr. Wise wants to sell his property. Mr. Neilson noted this has been going on for a long time, his client has had significant damages, and it would be of benefit to all if an agreement can be reached. He stated his agreement with the comment that eminent domain will result in additional costs to the City and indicated Mr. Wise has been advised by other attorneys that he may have a legal action against

the City of inverse condemnation. If Mr. Wise has that right, it would be a big expense for Ramsey. However, they prefer a consensual agreement.

Councilmember Tossey asked if changing the terms, such as the leaseback, would change the circumstances and lessen his client's argument.

Mr. Neilson stated that would address the sale with the purchase. He noted anything can be changed in a purchase agreement until both the buyer and the seller sign the agreement. The purchase agreement as originally proposed on the sale is one item and was coordinated with the sale of the HRA property but if you take off one, there is no reason the other cannot be changed.

City Attorney Goodrich advised that under Minnesota Statutes, the meeting can move into closed session to discuss confidential or non-public appraisal data and acquisition negotiations. He indicated closed session discussion will relate to a revised purchase agreement to acquire property at 14590 Armstrong Boulevard NW, Ramsey, Minnesota (Wiser Choice Liquor) from M&W Holding Company LLC for right-of-way purposes and future development. The closed session will be tape recorded and that tape will be maintained for a period of eight years.

Motion by Councilmember Elvig, seconded by Councilmember Kuzma, to move to Closed Session to discuss acquisition negotiations.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, Kuzma, Backous, LeTourneau, Riley, and Tossey. Voting No: None.

The City Council meeting moved into a Closed Session at 7:36 p.m.

The City Council reconvened in Open Session at 8:30 p.m.

City Attorney Goodrich stated the Council held discussion of the sale offer from M&W Holdings and consensus was reached that under certain terms it supports purchase of the property and authorized staff to make an offer and negotiate terms with Mr. Wise and his legal counsel.

7.01: Request for Site Plan Approval for a McDonald's Located on Lot 4, Block 1, COR TWO: Case of McDonald's USA LLC

Development Services Manager Gladhill reviewed the staff report and presented the Planning Commission's recommendation to approve the Site Plan as proposed, including 24-hour operation of electronic speaker devices associated with the drive-thru, contingent upon compliance with the Staff Review Letter dated December 28, 2012.

Brian Smith, representing McDonald's Restaurant, stated they do 500 site plans nationwide each year and believe this is the best scenario to eliminate potential pedestrian and vehicle conflicts at the drive thru.

Development Services Manager Gladhill answered questions of the Council relating to the two-lane shared access with SuperAmerica, restricted turning movement on Sunwood Drive, and points of full access/exit to the east and south.

Motion by Councilmember Elvig, seconded by Councilmember Tossey, to adopt Resolution #13-01-018 adopting Findings of Fact #0910 favorable to the applicant and to approve the proposed Site Plan contingent upon compliance with the staff Review Letter dated December 28, 2012, revised January 18, 2013, and upon review and approval as to legal form by the City Attorney.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, Tossey, Backous, Kuzma, LeTourneau, and Riley. Voting No: None.

7.02: Introduce Ordinance to Amend City Code Section 117-118 Entitled The COR Related to twenty-Four (24) Hour Drive Thrus

Development Services Manager Gladhill reviewed the staff report and recommendation of the Planning Commission that the Council adopt an ordinance amendment to outright permit 24-hour drive thru operations within certain COR Sub-Districts based on its conclusion there would be no detrimental impacts by surrounding permitted uses.

Motion by Councilmember Riley, seconded by Councilmember Tossey, to introduce Ordinance Amending City Code Section 117-118 Permitting Outright Twenty-Four (24) Hour Drive-Thru Operations within the COR-2, COR-2b, and COR-3 Sub-Districts.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Tossey, Backous, Elvig, Kuzma, and LeTourneau. Voting No: None.

7.03: Riverdale Drive Reconstruction and Extension – Approve Consultant Services

City Administrator Ulrich reviewed the staff report and staff's recommendation to approve the proposal from Hakanson Anderson for consultant services in an amount not to exceed $29,600 to prepare the Riverdale Drive reconstruction and extension plans and specifications so the $702,000 Cooperative Agreement Grant is not jeopardized.

With regard to upcoming time sensitive dates, Interim Engineer Nelson explained that currently this is the only major project with plans and specifications being ordered. He indicated that staff will discuss 2013 projects with the Public Works Committee in February including sealcoating and street reconstruction. It was noted that an Engineering Tech III employee would have been able to undertake in-house engineering and preparation of project plans.

Motion by Councilmember LeTourneau, seconded by Councilmember Elvig, to approve the proposal from Hakanson Anderson for consultant services in an amount not exceed $29,600.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Elvig, Backous, Kuzma, Riley, and Tossey. Voting No: None.

7.04: Consider Purchase of 14590 Armstrong Boulevard NW, Ramsey, Minnesota (Wiser Choice Liquor) from M&W Holding Company LLC (The "Property")

This Case was considered prior to Case 7.01.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

9. ADJOURNMENT

Motion by Councilmember LeTourneau, seconded by Councilmember Tossey, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:58 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.

CC Regular Session **4. 6.**

Meeting Date: 02/12/2013

By: Diana Lund, Finance

Information

Title:

Approval From Exemption for a Gambling License for Rum River Chapter of the MN Deer Hunters Association.

Background:

The attached application is from the Rum River Chapter of the MN Deer Hunters Association for exemption from a lawful gambling license to hold a fund raising raffle at the Fountains of Ramsey on March 16, 2013.

The MN Deer Hunters Association is an organization that was created in 1980 by hunters for hunters. The organizations four main tenets are hunting, habitat, education and legislation.

The Rum River Chapter of the MN Deer Hunters Association meets all of the requirements which allow them to remain exempt from licensing, primarily from the standpoint that commodities to be raffled are valued at less than $12,000.

Approval requires nothing more than a motion followed by a letter to the Gambling Control Board, while if the request is denied, a formal resolution for denial would need to be prepared and submitted to the Gambling Control Board.

Recommendation:

Staff recommends that Council approve the exemption from a lawful gambling license for the Rum River Chapter of the MN Deer Hunters Association to hold a raffle at the Fountains of Ramsey on March 16, 2013.

Council Action:

Motion to recommend Council approve the exemption from a lawful gambling license for the Rum River Chapter of the MN Deer Hunters Association to hold a raffle at the Fountains of Ramsey on March 16, 2013 and authorize staff to submit a letter to the Gambling Control Board stating approval.

Attachments

Application for Exemption-MN Deer Hunters Assoc

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:29 PM

Form Started By: Diana Lund Started On: 01/31/2013 08:47 AM

Final Approval Date: 02/07/2013

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total prize value for the year will be $1,500 or less, contact the licensing specialist assigned to your county.

Application fee (non refundable)
If application posted or received:

less than 30 days before the event	more than 30 days before the event
$100	**$50**

ORGANIZATION INFORMATION

Organization name: Rum River Chapter of the Mn. Deer Hunters Association

Previous gambling permit number: X-30002

Minnesota tax ID number, if any: 4326991

Federal employer ID number (FEIN), if any: 41-1390958

Type of nonprofit organization. Check one.

_____ Fraternal _____Religious _____Veterans X Other nonprofit organization

Mailing address	City	State	Zip code	County
1917 Rum River Drive NW	Isanti	MN.	55040	Isanti

Name of chief executive officer [CEO]	Daytime phone number	E-mail address
Ronald Schleif	763-753-3254	

NONPROFIT STATUS

Attach a copy of ONE of the following for proof of nonprofit status.

_____ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
Phone: 651-296-2803

X **IRS income tax exemption [501(c)] letter in your organization's name.**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

_____ **IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]**
If your organization falls under a parent organization, attach copies of **both** of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
(FOUNTAINS OF RAMSEY

Address [do not use PO box]	City or township	Zip code	County
7533 SUNWOOD DR. STE 108	RAMSEY, MN	55303	Anoka

Date[s] of activity. For raffles, indicate the date of the drawing.
March 16, 2013

Check each type of gambling activity that your organization will conduct.

_____ Bingo* X Raffle _____Paddlewheels* _____ Pull-tabs* _____ Tipboards*

***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to ***www.gcb.state.mn.us*** and click on ***Distributors*** under the ***WHO'S WHO? LIST OF LICENSEES***, or call 651-639-4000.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

CITY APPROVAL for a gambling premises located within city limits

X The application is acknowledged with no waiting period.

___ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].

___ The application is denied.

Print city name City of Ramsey

Signature of city personnel _____

Title Finance Director Date 1/28/13

Local unit of government must sign

COUNTY APPROVAL for a gambling premises located in a township

___ The application is acknowledged with no waiting period.

___ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.

___ The application is denied.

Print county name _____

Signature of county personnel _____

Title _____ Date _____

TOWNSHIP. If required by the county.
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.
[A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name _____

Signature of township officer _____

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief executive officer's signature _____ Date _____

Print name _____

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.
  Only one application is required if one or more raffle drawings are conducted on the same day

Send application with:
__ a copy of your proof of nonprofit status, and
__ application fee (non refundable). Make check payable to "State of Minnesota."

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?
Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

CC Regular Session **4. 7.**

Meeting Date: 02/12/2013

By: Mark Riverblood, Engineering/Public Works

Information

Title:

Approve Park Facility and Tournament Policies and Associated Fee Structure(s)

Background:

Since the 1980's, the city has maintained policies and procedures to regulate the orderly use, and determine the priority of use for park facilities (shelters), athletic fields, and for hosting tournaments. While all parks and trails are available for free to the general public, the aforementioned policies and permits are for events and functions that 'exclude' the general public by the reservation of park facilities.

Observations:

While the park facility and tournament use policies have been regularly updated, it has been several years since last revised; and competition for field spaces and dates have intensified, necessitating clarification of some priority of use, and time-lines for making reservations.

Most of the modifications or updates are minor, or reflect the addition of new facilities since last revisions. The notable changes are two, the first of which is a modest increase in the fees for fields and shelters. These were adjusted up to reflect surrounding cities, bringing Ramsey generally into line with neighboring communities. The current rates are attached to this case.

The other change is with respect to the Lion's Pavilion, wherein for events held at Central Park, that wish to have concurrent concessions with their tournaments - Anoka Ramsey Youth Athletics is given 'first dibs' on running the concessions for their profit, or for profit sharing with the tournament host. This has two perceived benefits: it preserves the opportunity for ARAA to derive income from events that are not a part of the 'home' athletic association, and it solves the problem of access and inventory of the food and supplies within the concession stand that ARAA maintains there.

Note: A similar review and process of updating the facility use policies and fee structure for the Municipal Center has occurred, and will be routed first to the Personal Committee, with subsequent City Council review - as the increasing use of the the various conference rooms at City Hall contributes to the need to add maintenance staff resources.

Recommendation:

Staff recommends approval of the Park Facility and Tournament Policies as presented.

Funding Source:

There is no cost for updating the park policies and permits, rather, there is a modest cost benefit for adjusting fees for non-resident use of Ramsey's facilities.

Council Action:

Motion to approve the Park Facility and Tournament Policies.

Attachments

Field, Tourney Permit

Park Facility Policy

Park Facility Permit

Athletic Field Tournament Policy

Athletic Field Rates current

Park Facility Rental Rates current

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	02/05/2013 08:41 AM
Mark Riverblood	Mark Riverblood	02/05/2013 08:54 AM
Grant Riemer	Grant Riemer	02/05/2013 08:55 AM
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:51 PM

Form Started By: Mark Riverblood Started On: 02/01/2013 10:45 AM

Final Approval Date: 02/07/2013

FACILITY USE PERMIT

Athletic Fields and Tournaments

763-427-1410

Type of Permit (circle all that apply): New Renter Returning Renter-Recent Year_____ Youth Adult Practice Use Game Use Tournament Use Camp / Clinic	
Type of Sport (circle one): Football Softball Baseball Soccer Lacrosse Hockey Tennis Other_____	
Name:	Date of Application:
Address:	E-mail:
Phone (W):	Phone (C):
Phone (H):	Phone (F):
Phone number for day of event in case of emergencies (mandatory):	
Representing Organization:	
Projected Attendance:	
Purpose:	

Additional Information:

DRAFT

Event and Rental Specifics			
Field Information			Fields Requesting
Day of week	Date-start / end	Times-start / end	Field

Athletic Field Fees	Resident	Non-Resident
Lighted Field Deposit for Lighted Field	$14.00 / hour $100	$14.00 / hour +$25.00 $100
Ice Rink Reservation (Maximum of 3 at a time)	Free	Free
Football Field rental Soccer Field rental Softball / Baseball Field rental	$12.00 per field, per hour, for all fields	$12.00 per field, per hour, for all fields
Picnic Table moving (A notice of 7 days is required)	$65.00 / table	$65.00 / table
Tennis Court Rental	Free	Free
Softball, Baseball, Soccer, Football Tournament Rental Deposit for Softball Tournament	$50.00 per field, per day $150.00	$50.00 per field, per day $150.00

DRAFT

Possible Additional Charges			
Capacity ( )	Resident	Non-resident	(Bring amount over)
Park Center Building (74)	$95.00	$125.00	
Park Center Shelter	Free	Free	
Lions Pavilion	Free	Free	
Concession Building	$35.00	$55.00	
Picnic Table Moving	$65.00	$65.00	
		Total Additional Charges	

**May not be able to use pavilion or shelter when Athletic Association or school athletics are present.*

(Circle all that apply for damage deposit)

$100.00 deposit for general field use

$100.00 deposit for lights

$150.00 deposit for tournament use

$55.00 deposit for key

Receipt Number:_____ Total Amount:_____

THE USE OF THESE FACILITIES REPRESENTS A PRIVILEGE AND MAY BE REVOKED AT ANY TIME WITH OR WITHOUT PRIOR NOTICE BY THE CITY COUNCIL OR CITY ADMINISTRATOR.

(Director name)_____and (Sponsor name)_____ for said tournament accept full responsibility of operating said tournament in accordance with the provisions of the tournament policies for the City of Ramsey and will be financially responsible for guaranteeing payment of any and all expenses for said tournament including required deposits and user fees as well as additional costs for services and supplies provided by the City; license fees; and payment of damages,

Fees for General Use						
$ per field	X	# of fields	X	# of days	=	$ Total for Fields
$ light charge per hour	X	# of hours	=	$ Total Light Charge		
$ Total for Fields	+	$ Total Light Charge	=	$ Total Charges		

to any equipment or facilities used during the rental period.

DRAFT

I further agree in consideration of acceptance, to waive and release any and all rights and claims for damages against the City of Ramsey and agree to protect, indemnify and hold harmless the City and it's officers and employees from any and all claims, liabilities, damages or rights of action (directly or indirectly) while participating or using the facilities or complex(s) for the "exclusive use" of said tournament or event.

Signed_____ Date_____

Approved by:

_____Date_____

City of Ramsey

FOR CITY USE ONLY

Inspected By: Date:

Comments

Date Paid: Check #:

Receipt #: Key Returned: ☐

DRAFT

City of Ramsey

PARK FACILITY USE AND RENTAL POLICY

Section 1: SCOPE

A. **BACKGROUND:** The City of Ramsey has multiple park facilities including an amphitheater, picnic shelters, warming house, concession stand and a building available for rent.

B. **PURPOSE:** The purpose of the park facilities is to provide opportunities for the community. Due to the large demand for the use and rent of these facilities, there is a process that needs to be completed and followed.

Section 2: CRITERIA/PROCEDURE

- **ELIGIBLE USERS:** Eligible users are broken down into 2 groups (a) Resident and (b) Non-Resident.
    a. Resident
        1. Valid I.D. such as a driver license or other proof of residency.
        2. A civic group, organization, business, industry, or school with its physical facilities located within the City limits.
        3. For tournament use-a representative of a youth organization, community school, or church wherein at least 50 percent of the participants are Ramsey Residents or which have provided significant benefit and service to and for the City.
    b. Non-Resident
        1. Any person, civic group, organization, business, industry, church or school not residing or having physical facilities located within the City limits of Ramsey.

*In cases where it is not clear whether a group or organization merits a residential status, the Parks Staff or City Administrator shall make the initial determination. Proof of non-profit status and/or additional information may be requested to assist in this determination.

- **Application for Reservation:** "Facility Use and Rental of the Park Facilities" application for residents and non-residents should be filled out and submitted a minimum of fourteen (14) days prior to the proposed date of rental. Reservations may be made no more than one (1) year in advance with the exception of annual lease agreements.

Governmental functions normally are scheduled at a minimum of three days in advance. However, this requirement may be waived if the need is significant or an emergency exists. Governmental functions may supersede any other use with or without reservations if (1) three days' notice is given; or (2) there is no other practical alternative. An attempt should be made, as practicable, to find other alternatives and give three days' notice whenever possible.

- **Available Park Facilities:** The following facilities may be available in the City of Ramsey:

Central Park-7925 161st Ave NW
- Park Center Building (interior) with electric, air conditioning, heat and indoor restrooms
- Park Center Shelter (outdoor) with electric and indoor restrooms
- Lions Pavilion (outdoor) with electric and indoor restrooms
- Lion's Pavilion concession stand (interior) with electric and indoor restrooms
- Warming House with electric, indoor restrooms and heat

Ramsey Elementary School-15000 Nowthen Blvd.
- Warming House with electric and portable restroom

The Draw-7401 E Ramsey Parkway
- The Draw Amphitheater with electric and portable restroom

Alpine Park-6600 Alpine Drive NW
- One pavilion with portable restroom

Sunfish Lake Park-6330 Sunwood Drive NW
- One pavilion with electric

Emerald Pond Park-6000 142nd Ave NW
- One pavilion with indoor restroom

Flintwood Terrace-14250 Fluorine Street NW
- Pier pavilion
- Playground pavilion

Rivers Bend Park-14201 Waco St. NW
- Playground pavilion with portable restroom
- River pavilion

Woodland Green Park- 5201 155th Ln. NW
- One pavilion

- **Hours and Days of Use:** The City of Ramsey parks may be reserved during the following times:

  Monday-Sunday: 7:00 a.m. - 10:00 p.m.

- **Warming House:** The warming house at Central Park and Ramsey Elementary School are available for rent. The hours available are Sunday-Saturday: 7:00a.m. - 10:00p.m. There needs to be a (7) seven day notice given to the Parks Department before rental is approved. The warming house will still be open to the public if rented during the public hours. Public hours are Monday-Friday 3:30 - 10:00 p.m., Saturday 10:00 a.m. – 10:00 p.m. and Sunday 12:00 -8:00 p.m. with hours varying over winter break.

  The ice rinks are available for rent as well. More information can be found on the athletic field and tournament use policy.

- **Priority of Use:** The need to conduct City business takes precedence over any reservation, paid or unpaid. Paid reservations will be rescheduled if possible or refunded if City business replaces the community organization or business reservation.

- **Fees and Deposits:** The permit to utilize a park facility within the City is valid only for the date and time specified and must be in the possession of a responsible party at each event. In order to meet the coordination, facilitation, and maintenance costs which result from continued use of these facilities there is a fee for renting the rooms. This rate will be based on a resident versus non-resident basis upon capacity of the room.

Central Park

Facility (Capacity)	Resident	Non-resident
Park Center Building (74)	$95.00	$125.00
Park Center Shelter	Free	$25
Lions Pavilion	Free	$25
Concession Building	$35.00	$55.00
Warming House-per day (60)	$95.00	$125.00

Rate is per event

- *May not be able to use pavilion or shelter when athletic association or school athletics are present.*

Ramsey Elementary School

Facility (Capacity)	Resident	Non-resident

Warming House (40)	$95.00	$125.00

The Draw (Amphitheater)

Facility (Capacity)	Resident	Non-resident
Ramsey Amphitheater (300)	$50.00	$75.00

Rate charge is per hour (3 hour minimum)

Shelters (below)

Location	Resident	Non-resident
Alpine Park	Free	$25
Emerald Pond	Free	$25
Flintwood Park (Playground)	Free	$25
Flintwood Park (Pier)	Free	$25
Rivers Bend Park (Playground)	Free	$25
Rivers Bend Park (River)	Free	$25
Sunfish Lake Park	Free	$25
Woodland Green	Free	$25

- *May not be able to use pavilion or shelter when athletic association or school athletics are present*

Additional Charges	Resident	Non-resident
Picnic Table Moving (per table)	$65.00	$65.00

- *A notice of seven days in advance of the event is required*

Deposit Fees:

Deposit Fees	Amount
Damage Deposit	$100.00
Key Deposit	$55.00

* Deposits will be refunded upon satisfactory inspection after the event.

Keys may be issued for access to the facilities with a key deposit. You will be refunded the key deposit upon return of key and approval of the facility conditions. Transfer of the key to another individual or group is not allowed. Keys cannot be duplicated. Violation of this policy will result in forfeiture of your deposit and revocation of your reservation privilege.

If your deposit is paid by credit card or check, it will be 'cashed'. The City of Ramsey will refund you with a check.

Refundable damage/key deposit will be charged to all groups using the facilities. Groups entering into one year lease or renting a facility for more than one event can roll the damage deposit forward until termination of the lease or the end of the scheduled events. This deposit will be reviewed and adjusted periodically by Council resolution. It is the responsibility of the group utilizing the facility to set up tables and chairs as desired, clean up the area used, to lock all doors, turn thermostat to 60 in winter and 74 in summer and turn off all lights before leaving the facility. The need for additional cleaning or other maintenance could result in the City's retention of all or a part of the damage deposit.

RETURN OF DAMAGE/KEY DEPOSIT

The $100 or $55 deposit made at the time of your reservation will be returned by mail within two weeks following your event, upon approval of the facility and returned key.

To ensure return of the full deposit, please complete the following:

- General clean-up of the facility and tables is the responsibility of the group.
- Pick up surrounding area of ALL litter.
- All trash and recycling should be placed in the correct bins.
- Remove all banners, tape, balloons and signage used during your reservation.
- Put back chairs and tables as they were when you arrived.
- Ensure that no damage or vandalism occurs at the pavilion or facilities during your reservation.
- Return key the following business day.

- **Cancellation Policy:** There will be no refunds made due to inclement weather. However, full refunds will be available for cancellations made at least two, non-holiday business days (Mon–Fri) prior to the scheduled event. No refunds will be issued if cancellation is made less than two working days prior to the event.

- **Severe Weather/Emergency Procedure:** In the event of an emergency and severe weather, find the nearest emergency shelter.

- **Use of Furniture and Equipment:** Chairs and tables may be moved about within the Park Center Building. City staff will not perform room set-up duties for outside users of the facility. All furniture and equipment should be used for its intended purpose. If some furniture is in use prior to and during the event, it may not be used at the event (e.g., a table holding a display or appliance may not be used for some other purpose.)

- **Smoking is Not Allowed:** All parks and facilities are public buildings and are tobacco and smoke free. The use of tobacco is not permitted in any City park.

- **No Alcohol or Controlled Substances:** Alcoholic beverages are not allowed in the parks with exception of The Draw. Except by permit or license, no person shall consume intoxicating liquor or 3.2 percent malt liquor in a public park, on any public street, sidewalk, parking lot or alley, or in any public place other than on the premises of an establishment licensed under chapter 6 or where the consumption and display of liquor is lawfully permitted. The selling and consumption of alcoholic beverages may be allowed on the premises if a special events permit is obtained and approved by City Council. For more information regarding a special events permit, please contact our City Clerk.

- **Use of Candles and Open Flame:** Candles may not be used without the prior approval of the City's Fire Marshall. There is no open flame allowed in the municipal facilities. For more information contact our Fire Marshall.

- **Liability for Damage:** The users of the facilities as an individual and as a group are liable for any damage to public or private property or injury to any person resulting from the use or presence at the facilities. If damage is found the group will forfeit the deposit and pay the cost of all damages and repairs needed. A conviction of vandalism can result in up to a $1000 fine and/or 90 days in jail.

- **Special Events Permits:** Please note that a special events permit will be required for all events where alcohol is sold or consumed, and/or **there will be amplified music**. The application must be submitted a minimum of 30 days prior to the event requested. Please allow sufficient time for processing of the permit, as these special events permit must appear before the City Council. For more information contact the City Clerk.

*This facility Use and Rental Policy was adopted by Ramsey City Council on September 27, 1994 amended on May 27, 2003, amended November 14, 2006, amended January 23, 2007, amended May 22, 2007, amended July 27, 2010

PARK FACILITY USE PERMIT

(Amended July 27, 2010)

763-427-1410

Name:	Date of Application:
Address:	E-mail:
Phone (W):	Phone (C):
Phone (H):	Phone (F):
Representing Organization:	
Phone number to be reached at in case of emergencies (mandatory):	
Date of Event:	Start Time: End Time:
Purpose:	

CENTRAL PARK HOURS OF USE

Monday-Sunday: 7:00 a.m. to 10:00 p.m.

Facility Requested (capacities in parenthesis):

☐ Park Center Building (74) ☐ Park Center Shelter ☐ Warming House (60)
☐ Lion's Pavilion ☐ Concession Building

THE DRAW PARK AND AMPHITHEATER HOURS OF USE

Monday-Sunday: 7:00 a.m. to 10:00 p.m.

Facility Requested (capacities in parenthesis):

☐ Amphitheater (300)

PAVILIONS

Monday-Sunday: 7:00 a.m. to 10:00 p.m.

☐ Alpine Pavilion ☐ Flintwood Playground Pavilion ☐ Emerald Pond Pavilion

☐ Sunfish Lake Pavilion ☐ Flintwood Pier Pavilion ☐ Woodland Green Pavilion

☐ Rivers' Bend River Pavilion ☐ Rivers' Bend Playground Pavilion

RAMSEY ELEMNTARY SCHOOL

Monday-Sunday 7:00 a.m. to 10:00 p.m.

Facility Requested (capacities in parenthesis)

☐ Warming House (40)

CENTRAL PARK RENTAL RATES

	Resident	Non-resident
Park Center Building (74)	$95.00	$125.00
Park Center Shelter	Free	$25
Lion's Pavilion	Free	$25
Concession Building	$35.00	$55.00
Warming House (60)	$95.00	$125.00

Rate charge is per event

- *May not be able to use pavilion or shelter when athletic association or school athletics are present.*

RAMSEY ELEMNTARY SCHOOL RATES

	Resident	Non-resident
Warming House (40)	$95.00	$125.00

RAMSEY AMPHITHEATER RENTAL RATES

	Resident	Non-resident
Ramsey Amphitheater (300)	$50.00	$75.00

Rate charge is per hour with a 3 hour minimum

PAVILIONS

Location	Resident	Non-resident
Alpine Park	Free	$25
Emerald Pond	Free	$25
Flintwood Park (Pier)	Free	$25
Flintwood Park (Playground)	Free	$25
Rivers Bend Park (Playground)	Free	$25
Rivers Bend Park (River)	Free	$25
Sunfish Lake Park	Free	$25
Woodland Green	Free	$25

- *May not be able to use pavilion or shelter when athletic association or school athletics are present.*

RENTAL FEES: _____

DEPOSITS: Fees must be paid at time of application.

$100.00 damage deposit (resident and non-resident) _____

$55.00 key deposit (resident and non-resident) _____

Total Amount: _____

Receipt Number:_____

THE USE OF THESE FACILITIES REPRESENTS A PRIVILEGE AND MAY BE REVOKED AT ANY TIME WITH OR WITHOUT PRIOR NOTICE BY THE CITY COUNCIL OR CITY ADMINISTRATOR.

I, the undersigned, have read and understand the Priorities of Use and Rules of Use listed in the Facility Use and Rental Policy for park facilities. I understand that a violation of these rules may result in forfeiture of any deposits and additional liability for damages. I also understand that I am responsible to report any vandalism or abuse to the Ramsey Police Department. It is agreed by the parties hereto that those individuals included in the above group will hold the City of Ramsey harmless for any damages or personal injury incurred as a result of the use of this facility by those individuals.

User Signature:_____ CITY OF RAMSEY:_____

Date: _____ By: _____

FOR CITY USE ONLY

Inspected By:	Date:
Comments	
Date Paid:	Check #:
Receipt #:	Key Returned: ☐

CITY OF RAMSEY
ATHLETIC FIELD AND TOURNAMENT USE RENTAL POLICY

A. Background: With almost 30 actively programed parks, Ramsey has a variety of athletic fields available to use. The City of Ramsey is responsible for scheduling and coordinating the use of these fields.

B. Purpose: The purpose of athletic fields is to increase the recreational opportunities available to the community. Due to the large demand for the use and rent of these fields, there is a process to be completed and followed. The permit to utilize a field gives exclusive use of the field to the permit holder and excludes the general public from using the field at the allowed time.

C. Eligible Users: Eligible users are broken down into 2 groups (1) Resident and (2) Non-resident.

1. Resident

    1. Valid I.D. such as a driver license or other proof of residency.

    2. A civic group, organization, business, industry, or school with its physical facilities located within the City limits.

    3. For tournament use-a representative of a youth organization, community school, or church wherein at least 50 percent of the participants are Ramsey Residents or which have provided significant benefit and service to and for the City.

2. Non-Resident

    1. Any person, civic group, organization, business, industry, church or school not residing or having physical facilities located within the City limits of Ramsey.

Note: In cases where it is not clear whether a group or organization merits a residential status, the Parks Staff or City Administrator shall make the determination. Proof of non-profit status and/or additional information may be requested to assist in this determination.

D. Application for Reservation: The application for residents and non-residents should be filled out and submitted a minimum of fourteen (14) days prior to the proposed date of rental (excluding tournaments which are addressed below). Spring/Summer sports reservations for general game use can start after the first business day in January for residents and after January 31st for nonresidents. Fall/Winter sports reservations for general game use can start after June 1st for residents and after June 30th for nonresidents.

DRAFT

This is a one-time permit and can only be used for the specified time. There will be no tentative reservations, and same day reservations will not be granted. The Park Department reserves the right to regulate and control the size of the group or organization using the park facility.

E. **Priority of Use for Tournaments:** The need to conduct City business takes precedence over any reservation, paid or unpaid. Paid reservations will be rescheduled if possible or refunded if City business displaces the community organization or business reservation. The permit to utilize a field gives exclusive use of the field to the permit holder and excludes the general public from using the field at the allowed time.

First priority will be given to the Anoka Ramsey Athletic Association and PACT Charter School for all single game and tournament usage. Dates of games and tournaments from the ARAA for **spring and summer sports** need to be in to the Parks Department before the first business day in January each year. After January 31st, any remaining weekend dates available can be scheduled by Ramsey Residents and non-residents. Dates of games and tournaments from the ARAA for **fall and winter sports** need to be in to the Parks Department before the first working day in June each year. Any remaining weekend dates available can be scheduled after June 1st for residents and after June 30th for non-residents.

The Anoka Ramsey Athletic Association has scheduling priority over, any and all tournament users, upon City approval.

Ice rink reservations are free of charge but need to be made in person at the rink. One team/organization can only reserve 3 specific times. Once those three times have passed, another 3 times can be reserved. Only the west rink can be reserved and cannot exceed a two-hour time frame.

F. **Motorized Vehicles:** No motorized vehicles or machines are allowed in or upon any City park unless specifically authorized by the Park Department. Permits must be in possession of the driver. All other vehicles must park in designated area or roadway where permitted.

G. **Structures and Equipment:** Structures and equipment shall not be altered or moved from one area to another unless specifically mentioned on the permit and by or under the direct supervision of a City employee. Extra or unusual services for programs or activities must be identified in the permit.

H. **Cancellation Policy:** (General game use only) There will be no refunds made due to inclement weather. However, full refunds will be available for cancellations made at least two business days (Mon–Fri, excluding holidays)

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prior to the scheduled event. No refunds will be issued if cancellation is made less than two working days prior to the event.

I. <u>General Rules:</u>

1. The use of glass containers is prohibited, (and recycling is mandatory when bins or containers are within the park).
2. Clean up premises and place your litter in containers provided – and trash within any buildings must be brought to the dumpsters if they are available at the park.
3. Shut off all lights and lock up facilities, upon completion of the event.
4. Users are required to remove all non-City materials, equipment, and furnishings that are privately owned after using the facility.

J. <u>Tournament Policy:</u> A tournament "excludes" the general public from actively participating on Ramsey tax supported park facilities. It gives "exclusive use" to the tournament sponsor of City owned facilities used for said tournament and takes in dollars from participants and businesses to defray tournament costs for profit, or for a charity.

The following policies, procedures, and fees apply to "Tournaments" where "exclusive" use of a park or park facilities is reserved by an individual or group for a specified period.

1. The City of Ramsey grants the Anoka Ramsey Athletic Association the right to run concessions for the duration of any tournaments at Central Park. There will be no outside concession selling without written acknowledgment from the ARAA at Central Park. The ARAA may lift its right to conduct concessions depending on the date and people available but is the decision of the ARAA. If these rules are not followed, the tournament permit will be revoked and the deposit forfeited.

2. A $150.00 deposit will be required with tournament application. **No exceptions.**

3. The deposit applies to maintenance, clean-up, and any other damage incidents that may occur to the facilities. If the facility is left in unsatisfactory condition after use, all or part of the $150.00 deposit will be used to cover necessary expenses, including labor. If facilities are left in satisfactory condition, the entire deposit will be returned. City staff will inspect the facilities the next business day after completion of the tournament.

4. The tournament coordinator is responsible for prepping the infield after the tournament has concluded. Home plate, pitching mound/rubbers, base paths

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and any other low spots or 'holes' must be prepped and flattened out. Failure to comply will result in a forfeiture of your deposit.

5. The sponsor of the tournament shall sign a statement accepting responsibility for operating the tournament in accordance with these policies and be financially responsible for guaranteeing payment of any and all expenses for said tournament including required deposits and user fees as well as additional costs for services and supplies provided by the City; and payment of damages, in full, resulting from theft or vandalism to any equipment or facilities during the rental period.

6. The Park Department reserves the right to close a tournament with forfeiture of all monies at the time if any of the set policies are not adhered to or if any problems occur in the areas of fighting, abusive language, or harassment of residents.

7. No games will start before 7:00 a.m. on any day of the tournament. Failure to comply with this will constitute grounds for tournament forfeiture. All lights will be off at 10:00 p.m. unless permission has been granted by the Park or Police Department in writing (this only in extenuating circumstances).

8. The individuals or organizations conducting the tournament will have to provide additional portable restrooms at their expense. The Parks Department is not responsible for the cost, cleaning or removal of the portable restrooms. Failure to remove the portable restrooms by the next business day may result in the City's retention of all or part of the damage deposit.

9. The individuals or organizations coordinating the tournament must provide additional trash dumpsters to effectively throw all full garbage bags in container. Garbage cannot be overflowing or sitting next to garbage containers. All garbage must be emptied into this big container after the tournament or event is finished. If this policy is not followed it could result in the City's retention of all or a part of the damage deposit.

10. All usage fees must be paid within one (1) week after approval by the Parks Department, and in advance of the tournament.

11. All rakes, shovels, brooms, hoses and nozzles must be provided by the sponsor group.

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12. The fees for tournaments:

    i. Softball, Baseball, Soccer, Football are $50.00 per field **per day**.
    ii. Light charge is based on an hourly rate of $14.00 an hour
    iii. The City cannot guarantee that a pavilion, building, or shelter will be available to the tournament user. If available, the user may request a Park Facility Use Permit and pay fees applicable under that policy.

13. The Anoka Ramsey Athletic Association and PACT Charter School have their tournament fees waived and are only charged for prepping the fields.

14. The Park and Recreation Department reserves the right to cancel any tournament due to non-playable field conditions. Additionally, the tournament host is responsible for ensuring that all fields and facilities remain in safe conditions.

15. If cancellation of a tournament by the coordinator is necessary after deposits and usage fees have been paid to the City, the refund policy is as follows:

    i. If cancelled between the date of approval by the Park Department and six weeks prior to the date of the tournament, one-half of the park usage fee will be returned.

    ii. If cancelled within six weeks of the tournament date, the park usage fee will not be returned.

    iii. If another user requests to use the facilities for a tournament after a tournament has been cancelled, the new user must pay the full amount of the park usage fees and the original sponsor will be refunded the total park usage fee minus a $50.00 administration cost incurred by the City.

        1. The new user shall be required to abide by all the policies, procedures, and fees as adopted and written in the Tournament Policies of the City with no exceptions.

    iv. A deposit is just that. If a tournament is cancelled, the deposit will be fully refunded to the user(s).

16. Any and all events and participation in all activities on park property cannot be restricted in any way on the basis of sex, race, or religious affiliation.

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17. The City reserves the right to alter or amend the above regulations and requirements as deemed necessary and appropriate to the circumstances in question. Appeal of these provisions or result thereof may be made to the City Administrator or designee.

K. <u>Field Maintenance:</u>

Infield dragging is done during the week (Monday-Friday) according to the schedule. Fields are not dragged or striped on the weekends (Saturday and Sunday). Nothing is dragged on holidays. One can provide their own chalk and chalker to use for tournaments or games. A four wheeler is allowed for dragging fields, if pre-approved by Parks Department and a license for the four-wheeler is already approved.

Pitching Rubbers have to be set to the correct distance by the team or organization using the field. There are certain distances for the pitching rubbers according to each field. No new distances can be created.

Bases have to be set-up to the correct distance by the team or organization using the fields. The bases are usually on the field or in the green equipment box. There are certain distances for the bases according to the field. No new distances can be created.

Painting Lines for Football and Soccer are painted during the week (Monday-Friday) according to the schedule. Fields are not painted on the weekends (Saturday and Sunday). Nothing is painted on the holidays. One can provide their own paint and striper, if approved by Parks Department.

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L. **<u>Available Athletic Fields:</u>** The following fields *may* be available for rent/use in the City of Ramsey, and are generally as follows:

Soccer Fields in Ramsey				
Park	**Field Type**	**Width (ft.)**	**Goal Size (ft.)**	**Lighted Field**
Alpine-Full	U13-U19	330	24	No
Elmcrest-Half	U11-U12	180	21	No
Elmcrest-Half	U11-U12	180	21	No
Elmcrest-Half	U11-U12	180	21	No
Elmcrest-Half	U11-U12	180	21	No
Elmcrest-Full	U13-U19	360	24	No
Elmcrest-Full	U13-U19	360	24	No
Elmcrest-Full	U13-U19	360	24	No
Emerald Pond	U11-U12	270	21	No
Rivers Bend-Half	U9-U10	180	12	No
Rivers Bend-Half	U9-U10	180	12	No
Central-Quarter	U8	150	12	No
Central-Quarter	U8	150	12	No
Central-Quarter	U8	150	12	No
Central-Quarter	U6	99	6	No
Central-Quarter	U6	99	6	No
Central-Quarter	U6	99	6	No
Central-Quarter	U6	99	6	No
Central-Half	U9-U10	180	12	No
Central-Half	U9-U10	180	12	No
Alternate Field-Central-Half	U9-U10	180	12	No
The Draw-Full	U13-U19	330	24	No

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Ball Fields in Ramsey

Field	Field Type	Bases (ft.)	Pitching Rubber (ft.)	Left (ft.)	Center (ft.)	Right (ft.)	Permanent Fence	Temporary Fence (ft.)	Lighted Field
Alpine #1	Baseball	70'	50'6	260	260	247	Yes		No
Alpine #2	Baseball	70'/75'	50'6	246	265	265	Yes		No
Alpine #3	Baseball	80'	54'6	275	275	275	Yes		No
Alpine #4	Baseball	80'	54'6	275	275	275	Yes		No
Central #7	Baseball	90'	60'6	315	356	315	Yes		No
Central #1	Softball	60'/65'/70′	30'/35'/40'/46′/52'	306	295	287	No		Yes
Central #2	Softball	60'/65'/70′	30'/35'/40'/46′/52'	302	280	302	No		Yes
Central #3	Softball	60'/65'/70′	30'/35'/40'/46'	270	264	273	No	200	Yes
Central #4	Softball	60'/65'/70′	30'/35'/40'/46'	274	318	274	No	200	Yes
Central #5	Softball	60'/65'/70'	30'/35'/40'/46'	286	316	286	No		No
Central #6	Softball	60'/65'/70'	30'/35'/40'/46'	286	307	286	No		No
Emerald Pond	Softball	60'/65'	30'/46'/52'	240	276	290	No		No
Rivers Bend	Softball	60'	46'	242	288	242	No		No
Titterud	Softball	60'	46'	198	332	198	No		No
The Draw	Softball	60'	40'/43'	310	370	345	No		No

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Tennis Courts				
Park	Address	Number of Courts	Type of court	Lights
Central	7925 161st Ave NW	4	Hard	No
Rivers Bend	14200 Waco Street	4	Hard	No
Fox	17100 Potassium Street NW	1	Hard	No
Riverdale	6660 Riverdale Drive	1	Hard	No

Ice Rinks and Warming houses					
Location	Address	Size of rink (ft.)	Quantity	Warming House	Lights
Central Park	7925 161st Ave NW	85x200	2	Yes	Yes
Ramsey Elementary School	15000 County Highway 5	85x200	2	Yes	Yes

Football Fields in Ramsey					
Park	Address	Size (yards)	Goal Posts	Lights	Scoreboard
Central	7925 161st Ave NW	100	Yes	Yes	Yes
Central	7925 161st Ave NW	80	No	Yes	Yes
Central	7925 161st Ave NW	100	No	No	No

M. Hours and Days of Use: The City of Ramsey parks may be reserved for games and tournaments during the following times:

Monday-Sunday: 7:00 a.m. - 10:00 p.m.

All Ramsey City parks must be vacated by 10:00 p.m. unless specified otherwise.

N. Fees and Deposits: The permit to utilize an athletic field within the City is valid only for the date and time specified and must be in the possession of a

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responsible party at each event. This permit gives exclusive use to the party and excludes the general public from using the fields. This rate will be based on a resident versus non-resident basis.

If a general user is using the fields on a weekly basis, they are subject to a pay a portion of the weekly field painting fee, to be determined by the Parks Department.

In order to meet the coordination, facilitation, and maintenance costs which result from continued use of these fields, **a per field, non-refundable fee is charged for all reservations of the fields**, below, or as detailed in the City's rates and charges.

Athletic Field Fees	**Resident**	**Non-Resident**
Lighted Field Deposit for Lighted Field	$14.00/hour $100	$14.00/hour +$25.00 $100
Ice Rink Reservation (Maximum of 3 at a time)	Free	Free
Football Field rental Soccer Field rental Softball/Baseball Field rental	$12.00 per field, per hour for all fields	$12.00 per field, per hour, for all fields
Picnic Table moving (A notice of 7 days is required)	$65.00/table	$65.00/table
Tennis Court Rental	Free	Free
Softball,Baseball,Soccer,Football Tournament Rental Deposit for Tournament	$50.00 per field per day $150.00	$50.00 per field per day $150.00
Youth Athletic Association Rates and Fees		
Softball/Baseball field maintenance	$10.00/game	
Football field maintenance	$44.00 a week	
Soccer field maintenance Full size Half size ¼ size	 $35.00/week $18.00/week $10.00/week	
Field layout cost Soccer, Football, Lacrosse	$100.00	
Lights	Actual cost	
Field Marking Paint	Actual cost	

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Deposit Fees:

Deposit Fee	Amount
Damage deposit for general use	$100.00
Damage deposit for lighted field	$100.00
Damage deposit for tournament use	$150.00

* Deposits will be returned upon satisfactory inspection after the event.

Refundable damage deposit fee will be charged to all groups using the facilities. This deposit will be returned upon satisfactory inspection after the event. Groups entering into one year leases or renting a facility for more than one event can roll the damage deposit forward until termination of the lease or the end of the scheduled events. This deposit will be reviewed and adjusted periodically by City Council. It is the responsibility of the group utilizing the fields to clean up the area used, and turn off all lights before leaving the park or facility. The need for additional cleaning or other maintenance could result in the City's retention of all or a part of the damage deposit.

If your deposit is paid by credit card or check, it will be 'cashed'. The City of Ramsey will refund you with a check.

RETURN OF DAMAGE DEPOSIT

The $100 or $150 deposit made at the time of your reservation will be returned by mail within two weeks following your reservation.

To ensure return of the full deposit, please complete the following:

- General clean-up of the fields and park used is the responsibility of the group.
- Pick up surrounding area of trash.
- All trash and recycling should be thrown away in the correct bins.
- Remove all banners, tape, balloons and signage used during your reservation.
- Put back chairs and tables as they were when you arrived.
- Ensure that no damage or vandalism occurs at the pavilion or facilities during your reservation.

THE FOLLOWING REFERS TO BOTH THE TOURNAMENTS AND GENERAL USE

O. **Lost or Stolen Property:** The City will not be responsible for losses of personal property by individuals or groups.

P. **Severe Weather/Emergency Procedure:** In the event of an emergency and severe weather, find the nearest emergency shelter.

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Q. **<u>Smoking is Not Allowed:</u>** All parks and facilities are public area and are tobacco free. Smoking is not permitted in any City facility or park.

R. **<u>Alcohol or Controlled Substances:</u>** Alcoholic beverages are not allowed throughout the parks except at The Draw. Except by permit or license, no person shall consume intoxicating liquor or 3.2 percent malt liquor in a public park, on any public street, sidewalk, parking lot or alley, or in any public place other than on the premises of an establishment licensed under chapter 6 or where the consumption and display of liquor is lawfully permitted. The selling and consumption of alcoholic beverages may be allowed on the premises if a special events permit is obtained and approved by City Council. For more information contact our City Clerk.

S. **<u>Use of Candles or Open Flame:</u>** Candles may not be used without the prior approval of the City's Fire Marshall. There is no open flame allowed in the municipal facilities. For more information contact our Fire Marshall.

T. **<u>Liability for Damage:</u>** The users of the facilities as an individual and as a group are liable for any damage to public or private property or injury to any person resulting from the use or presence at the facilities. If damage is found the group will forfeit the deposit and pay the cost of all damages and repairs needed. A conviction of vandalism can result in up to a $1000 fine and/or 90 days in jail.

U. **<u>Special Events Permits:</u>** Please note that a special events permit will be required for all events where alcohol is sold or consumed, and/or **there will be amplified music**. The application must be submitted a minimum of 30 days prior to the event requested. Please allow sufficient time for processing of the permit, as these special event permits must appear before the City Council. For more information contact the City Clerk.

*This facility Use and Rental Policy was adopted by Ramsey City Council on September 27, 1994 amended on May 27, 2003, amended November 14, 2006, amended January 23, 2007, amended May 22, 2007, amended July 27, 2010.

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CITY OF RAMSEY
2013 ADOPTED SCHEDULE OF RATES, FEES AND CHARGES
Adopted November 27, 2012

SERVICE OR LICENSE	SPECIAL NOTES	2013 Adopted
Water permit (Utility Connection)-Residential		75.00
Water permit (Utility Connection)-Commercial		2% of Job Value/Minimum $250.00
Business		
Administrative Fee - Process Returned Business Permits		25.00
Business Registration Certificate (BRC)	Original Application	30.00
Contractor License	All Contractors	50.00
Garbage & refuse hauler		50.00
Gasoline sales		250.00
License Late Fee		15% of license fee/month
Motor vehicle sales/rental		175.00
Multiple dwelling/Residential Rental	2-Year License	75.00/unit
Pawn broker/Precious Metals		4,000.00
Transaction Fee-Pawnbroker enters		1.35/per transaction
Transaction Fee-State Entered		2.10/per transaction
Pawn broker investigation fee	in-state investigation	500.00
	out-of-state investigation	1,500.00
Second Hand Dealer investigation fee	in-state investigation	500.00
	out-of-state investigation	1,500.00
Transient merchant/peddler/solicitor		100 + 35 per person backgrounded
City Financing		
Interest rate charge - non-bonded programs	US Treas. rates as of 9/1	US Treas. rate + 2 points
[bonded projects will be dependent upon interest rates being paid]		
Equipment Rental/When Available		
Chipper (Staffing see PW Maintenance Worker below)	Per Fema Schedule of Equipment Rates + staffing	45.50/hr
Water Truck (Staffing see PW Maintenance Worker below)	Per Fema Schedule of Equipment Rates + staffing	42.00/hr
Loader (Staffing see PW Maintenance Worker below)	Per Fema Schedule of Equipment Rates + staffing	70.00/hr
Motor grader (Staffing see PW Maintenance Worker below)	Per Fema Schedule of Equipment Rates + staffing	70.00/hr
All Equipment Rental not listed above	Per Fema Schedule of Equipment Rates + staffing	Per FEMA schedule
Public Works Maintenance Worker		2.30 x wage/hr
Portable Toilet		Actual Cost
Facility Use		
Antenna Lease - City Owned Property [PCS towers]	Per Individual Agreement	Per Individual Agreement
Concession stand/pavilion/shelter- per day/event- residents	Includes 7.125% sales tax	35.00
Concession standpavilion/shelter- per day/event - non-res.	Includes 7.125% sales tax	55.00
Key deposit - per building		55.00
Softball/baseball field maintenance - youth teams	Includes 7.125% sales tax	10.00/game
Football field maintenance - youth teams	Includes 7.125% sales tax	44.00/week
Soccer field maintenance - youth teams		
Full Size	Includes 7.125% sales tax	35.00/week
1/2 Size	Includes 7.125% sales tax	18.00/week
	Includes 7.125% sales tax	10.00/week
Field Layout Field-Soccer, Football, Lacrosse		100.00
Tennis court - non-residents	Includes 7.125% sales tax	17.00
Basketball court - non-residents	Includes 7.125% sales tax	17.00
Volleyball court - non-residents	Includes 7.125% sales tax	17.00
Horseshoe pit - non-residents	Includes 7.125% sales tax	17.00
Lighted ballfield Deposit Fee		100/individual
		500/athletic organization
Lighted ballfield - residents	Includes 7.125% sales tax	14.00/hr
Lighted ballfield - non-residents	Includes 7.125% sales tax	14.00/hr+25.00
Ligtht - Used By ARAA		Actual Cost
Athletic Field Marking Paint - ARAA		Actual Cost
Municipal/Park Center - Damage Deposit per event		100.00
Municipal Center per day/event - RESIDENTS	Includes 7.125% sales tax	
Alexander Ramsey Room		100.00
Lake Itasca Room		75.00
Mississippi River/ Rum River or Trott Brook Room		50.00
	After Hours/Weekend Fee	95.00+54.00/hr
	Audio/visual equipment use	95.00+54.00/hr

CITY OF RAMSEY
2013 ADOPTED SCHEDULE OF RATES, FEES AND CHARGES
Adopted November 27, 2012

SERVICE OR LICENSE	SPECIAL NOTES	2013 Adopted
Municipal Center per day/event - NON-RESIDENTS	Includes 7.125% sales tax	
Alexander Ramsey Room		125.00
Lake Itasca Room		100.00
Mississippi River/ Rum River or Trott Brook Room		75.00
	After Hours/Weekend Fee	125.00+54.00/hr
	Audio/visual equipment use	125.00+54.00/hr
PACT SCHOOL FIELD MAINTENANCE	5% Increase per year	551.00
Park Center per day/event - residents Should be under Facility use.	Includes 7.125% sales tax	95.00
Park Center per day/event - non-residents	Includes 7.125% sales tax	125.00
Picnic Table Moving		65.00/Table
Ramsey Amphitheater Rental:		
Resident	3-Hour Minimum	50.00
Non-Resident	3-Hour Minimum	75.00
Softball tournament damage deposit	Per Field	150.00
Softball tourn. rental per field/per event		240.00
Warming house per day/event - residents		95.00
Warming house per day/event - non-res.		125.00
Miscellaneous		
Cemetery Plot (Trott Brook Cemetery)		700.00
Cemetery Plot Perpetual Care		200.00
Comp Plan CD		10.00
City Information-CD Format		10.00/disc
Kennel License (Administrative)	4th Dog on Property	30.00
Maps - City (28X 24)		5.00
Maps - Zoning (28 X 34)		15.00
Maps - Zoning/Address (34 X 44)		25.00
Maps-Zoning or Comp Plan (11 X 17)		6.00
Maps - Plat		10.00
Maps - Topo aerials per half section		20.00
Maps- Parks & Trails 11 X 17)		6.00
Maps - Parks & Trails (36 X 24)		15.00
Maps-Large Ward/Precinct	With Addresses	25.00
Notary Fee	State Statute	3.00
Photo copies - one-sided	Up to 100 pages; over 100 pages plus staff time	0.25
Photo copies - duplexed	Up to 100 pages; over 100 pages plus staff time	0.25
Political office filing fee	State Statute	5.00
Public hearing publications		At City Cost
Returned check		35.00
Reissued Check Fee		15.00
Special assessment search		30.00
Planning and Zoning		
Comp Plan Amendment Application		200.00
Comp Plan Escrow		700.00
Conditional use escrow minimum		800.00
Conditional use permit application		200.00
Conditional use escrow min-environ sens		2000.00
Conditional use permit app.-environ sens		200.00
Conditional use permit annual inspection		75.00
Dock permit		25.00
Environmental Permit		200.00
Environmental Escrow		400.00
Industrial Revenue Bond - application		200.00
Industrial Revenue Bond - escrow		1000.00
Interim Use Permit Escrow - Minimum		600.00
Interim Use Permit Application		200.00
Interim Use Annual Inspection Fee		75.00
Park Dedication - Cash Contribution: Residential Unit	Including Townhomes & Apartment Units	2475./dwelling unit
Park Dedication - Cash Contribution: Residential Unit	Exceed 12+ units per acre	7.5% Discount/$2,289

MUNICIPAL CENTER RENTAL RATES

Room (Capacity)	Resident	Non-resident
Alexander Ramsey Room (100)	$100.00	$125.00
Lake Itasca Room (55)	$75.00	$100.00
Mississippi River Room (10) Rum River Room (10) Trott Brook Room (10)	$50.00	$75.00

Rate charge is per event

CENTRAL PARK RENTAL RATES

	Resident	Non-resident
Park Center Building (74)	$95.00	$125.00

Rate charge is per event

RAMSEY AMPHITHEATER RENTAL RATES

	Resident	Non-resident
Ramsey Amphitheater (300)	$50.00	$75.00

Rate charge is per hour (3 hour minimum)

RENTAL FEES: _____

BASE FEES: Fees must be paid at time of application.

$100.00 damage deposit (resident and non-resident) _____

$55.00 key deposit (Central Park only) (resident and non-resident) _____

ADDITIONAL FEES: Fees must be paid at time of application (applies only to use of the Ramsey Municipal Center).

$54.00/hour after-hour/weekend fee _____

$54.00/hour audio/visual equipment use fee _____

Total Amount: _____

Receipt Number: _____

CC Regular Session **4. 8.**

Meeting Date: 02/12/2013

Submitted For: Kurt Ulrich **By:** Jo Thieling, Administrative Services

Information

Title:

Approve Proposal From Elwyn Tinklenberg re Legislative Consulting Services

Background:

Staff has received a proposal from Elwyn Tinklenberg of The TInklenberg Group for a consulting services for services related to the pursuit of funding for the Trunk Highway 10 and Armstrong Boulevard Interchange (see attached proposal). This proposal has been modified since the discussion at the work session on February 5 to reflect the greater role the County will play in seeking federal funding, and the need to emphasize efforts to secure state funding during the next four-months. Correspondingly, the fee has been reduced from $30,000 to $25,000.

Over the last several years, Ramsey has contracted with the Tinklenberg Group for federal assistance on rail and highway transportation projects in the following amounts:

2009: $37,047.03
2010: $68,947.78
2011: $23,547.30

Observations/Alternatives:

The proposed work elements of the contract include federal, state, and local community efforts associated with securing funding for the Armstrong project. The contract term is proposed to run to the end of the legislative session. The proposed fee for the scope of work is $25,000.

The City has the options of not hiring a consultant to do this work, hiring the Tinklenberg Group under this or a modified proposal, or seeking another consultant.

The City could attempt to perform this work with existing staff and Council Members. This option is not recommended at this time due to limited staff capacity to perform these efforts in a focused fashion. This is the City's highest transportation priority and this contract would fully support that effort. Even with the contract, the City will need to contribute significant staff resources, and work with the County staff and consultants, as well as private property interests to ensure success of these efforts.

Based upon discussion, the contract may be modified to reduce the scope of services (and cost) if the Council wishes to see a reduced consultant effort.

The City has had an on-going relationship with this consultant and would recommend that their services be engaged as proposed. Alternative consultants would not be as immediately effective nor timely in their approach. In general, project fee-for-service contracts of this type, are not handled with a Request for Proposal (RFP) process as we would an ongoing professional service (e.g., Attorney, Accountant). This, and the fact that these efforts are time sensitive, lead staff to conclude that an RFP process would not be practical at this time.

Recommendation:

Staff recommends that the Council approve the consulting proposal from Elwyn Tinklenberg of The TInklenberg Group for services related to the pursuit of funding for the Trunk Highway 10 and Armstrong Boulevard Interchange in an amount not to exceed $25,000.

Funding Source:

Staff recommends the $25,000 for the Tinklenberg retainer come from the Public Improvement Revolving (PIR) fund. Funds were recently transferred funds to the PIR Fund when the City was allowed to use the TIF 10 monies to pay project expenses. The current balance of the PIR Fund is $1.6M, for 2013. This does not take into account $220,000 budgeted annually to the Gen Fund Budget to help fund street maintence. This will need to be a part of a future road reconstruction funding discussion.

Council Action:

Motion to approve the consulting propsal from Elwyn Tinklenberg of The TInklenberg Group for services related to the pursuit of funding for the Trunk Highway 10 and Armstrong Boulevard Interchange in an amount not to exceed $25,000.

Attachments

tkbackgrd

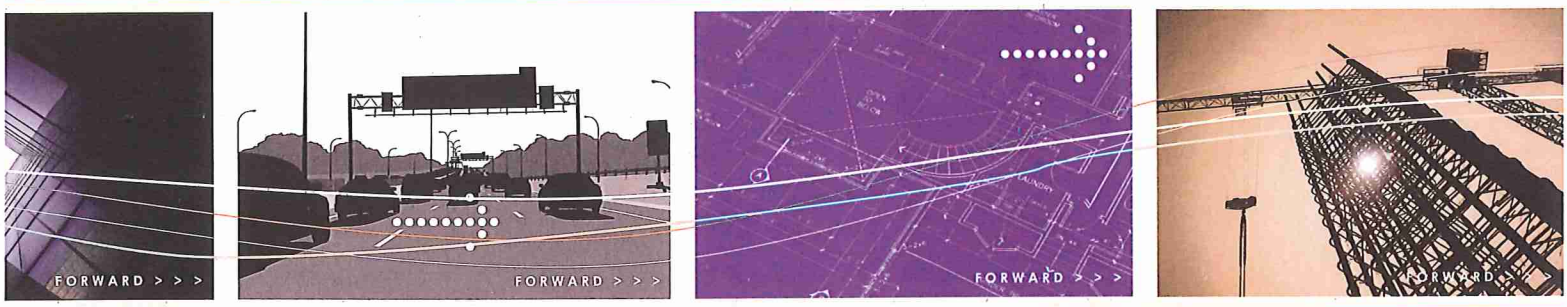
2013 Proposal

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 03:40 PM
Form Started By: Jo Thieling		Started On: 02/07/2013
Final Approval Date: 02/07/2013		

Resolve Challenges. Create Solutions. Achieve Results.

The Tinklenberg Group. Uniquely experienced at bringing the public and private sectors together.



The Tinklenberg Group

The interchange of strategies and solutions

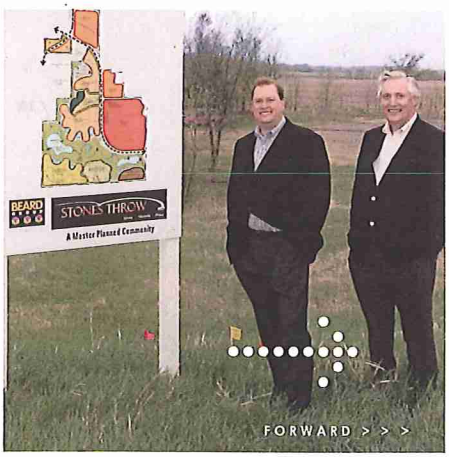
"One of your many contributions was your adept assimilation of the details... furthermore, because you understood and addressed the needs and concerns of the various parties, your role as a neutral change agent was instrumental in achieving the results. Feedback... has been very positive."

Norman Mineta
Former U.S. Secretary of Transportation

Lasting community benefits.

Through our project facilitation, The Tinklenberg Group consistently demonstrates dedication to building area commerce and positively enhancing the places where we live. We believe the benefits of successful transportation projects are far-reaching. Improved transit can result in shorter commutes and more time with families. It can help decrease environmental damage and improve safety. It can shape communities – offering improved accessibility, connecting people, and opening opportunities for work and education.





Record of public service.

The Tinklenberg Group is led by Elwyn Tinklenberg, former MN Commissioner of Transportation. Elwyn has a solid reputation for leading communities and businesses, establishing coalitions, and developing forward-thinking ideas around transportation and development. He has also served as the long-term mayor of Blaine, managed a division of county government, and acted as an expert consultant to the U.S. Department of Transportation.

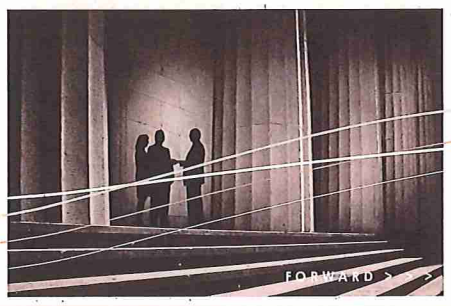
"The Tinklenberg Group's combination of experience and creativity sets them apart from other transportation consultants. But these qualities are not enough by themselves; projects need persistence and follow-through – and that is what The Tinklenberg Group has."

Tom Gump
Principal of The Beard Group

Contact us

Talk with The Tinklenberg Group to learn
what we can do for your development project.
Call 763-783-1288, or email us at info@tinklenberggroup.com
www.tinklenberggroup.com





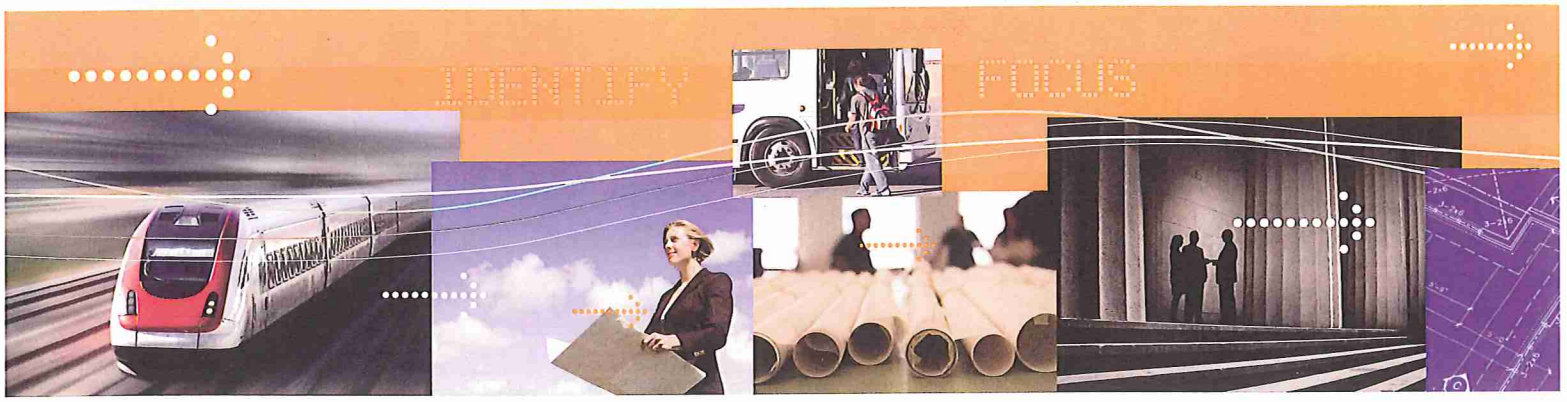




The Tinklenberg Group

The interchange of strategies and solutions

The Tinklenberg Group's col



More connected. More effective.

The Tinklenberg Group provides distinct and valuable expertise to clients by integrating transportation planning into development projects. Quite simply, we help move projects to completion, faster.

We offer a unique collaborative approach backed by a well-respected reputation for working with all levels of government. By bringing public and private entities together, we resolve challenges and smooth processes to achieve the most desired outcomes.

"The Tinklenberg Group understands local communities. Along with this, they have the unique ability to bring the public and private sectors together in a creative and constructive way that ultimately improves where we live and work. That is what sets them apart from others."

Mayor Doug Anderson
City of Dayton, MN

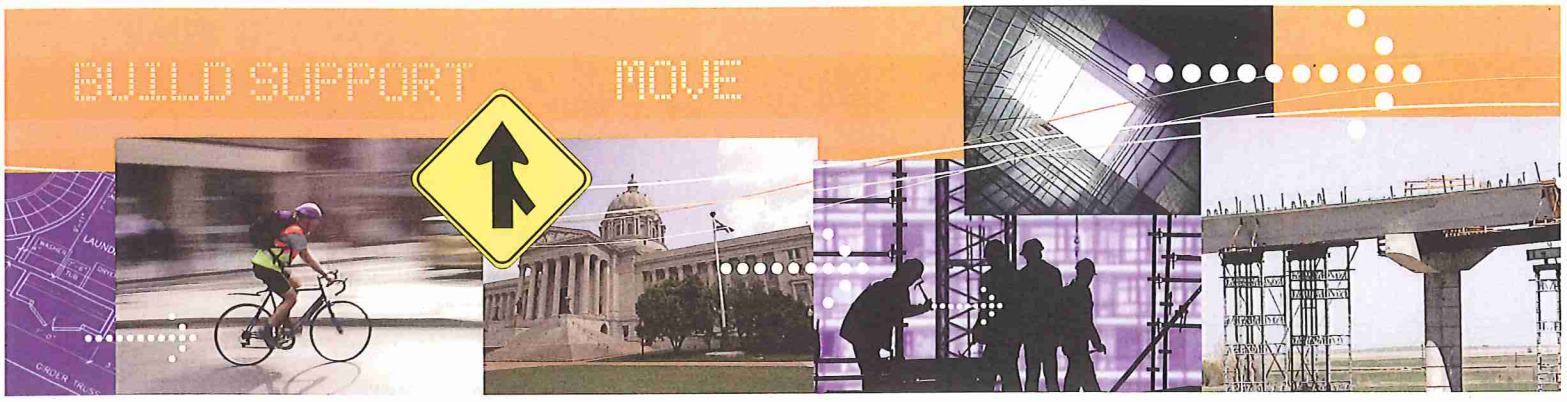
FORWARD > > >

Key strengths:

- Delivery of successful outcomes based on collaborative and comprehensive project implementation strategies.
- Hands-on experience as practitioners in local, state and federal government, multi-modal transportation planning, project management and coalition building.
- Strategies that take a big-picture look at funding options, including private investment opportunities as well as local, state, and federal sources.
- Solid knowledge of processes, regulations, and contacts.
- An effective, phased planning and communication approach that shows results as the project progresses.

- **IDENTIFY AND ASSESS IMPROVEMENTS WITH INPUT FROM PUBLIC AND PRIVATE STAKEHOLDERS**

iborative approach minimizes obstacles



Advantage: clients

Representing a wide variety of clients, The Tinklenberg Group works with all levels of government, multi-jurisdictional transportation coalitions, research institutions, the transportation industry, the roadway construction materials industry, commercial business interests, and the U.S. Department of Transportation.

Well-known in the public sector, our expertise is also an invaluable asset for private enterprises. Strong government relations enable The Group to provide clients with effective access, and our familiarity with laws and regulations helps clients navigate otherwise complicated paths.

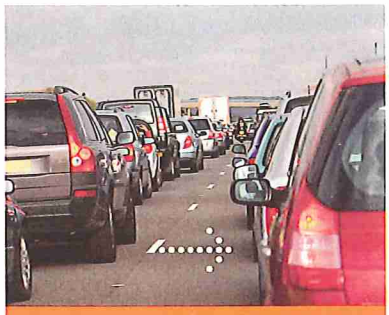
With creative strategies and a keen understanding of the needs of private-sector clients, we facilitate effective collaborations that create unique opportunities.

The Tinklenberg Group assists clients with various projects from conceptual planning stages through implementation.

- Build legislative support
- Develop financing strategies
- Represent private-sector clients to public officials
- Conduct community and public relations
- Manage project phasing and implementation
- Build coalitions for support and advocacy

610 Corridor Coalition: This group, supported by the leadership of Elwyn Tinklenberg and Jesse Ventura, formerly the mayors of Blaine and Brooklyn Park, respectively, worked closely with Congressman Jim Oberstar and then-U.S. Senator Dave Durenberger to successfully secure federal funds for the Highway 610 project.

Highway 10/169 Coalition: Facilitated by The Group, the cities and counties that lie along Highway 10 between Coon Rapids and Elk River, together with representatives of MN-DOT and the Met Council, are members of this coalition, which advocates for the interests of the communities along the corridor.



Accelerating enterprise.

The Tinklenberg Group works with government officials as well as private-sector clients. Those in real estate, development, construction, law, engineering, and other industries look to The Group to eliminate roadblocks that can stall or stop projects.

- Secure financing
- Build relationships
- Ensure compliance
- Communicate to the public and gain support
- Improve the project timeline

FORWARD > > >

FOCUS FRAGMENTED PLANNING ELEMENTS AROUND CLEAR, WORKABLE GOALS

BUILD SUPPORT AT LOCAL, REGIONAL AND FEDERAL LEVELS

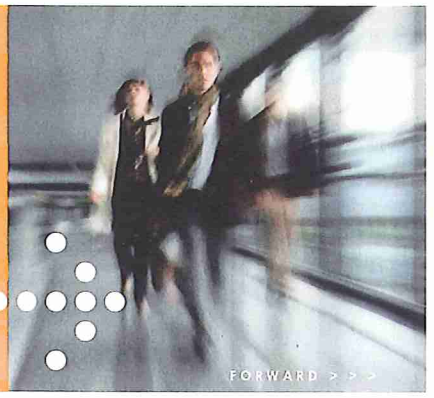
MOVE PROJECTS FORWARD FASTER

and drives results.

"As Commissioner of the Minnesota Department of Transportation, Tinklenberg put together one of the best transportation plans in the country. His strategic focus demonstrated the kind of integrative long-term thinking critical to the next generation of transportation improvements."

U.S. Rep. Jim Oberstar

Chairman of the House Committee on Transportation and Infrastructure



Smart strategies. Clear benefits.

The Tinklenberg Group brings together the right resources to present effective solutions – and distinct client benefits.

- Speed to market. The current planning timeline for transportation initiatives is 10+ years. Developers and their customers can't afford to wait for roads and other transit options to serve their properties.
- Cost savings. Projects completed in a shorter timeframe simply cost less. With the increasing costs of labor and materials over 10 years, significant savings can be realized by speeding the process.
- Strong communities. The Tinklenberg Group is dedicated to projects that strengthen communities and private enterprise.

Real results.

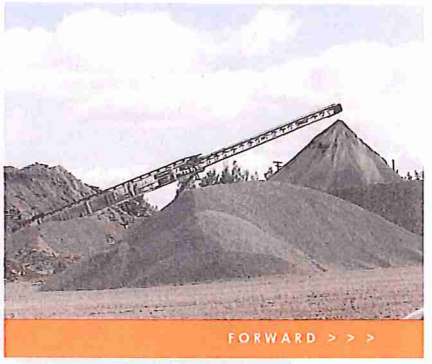
The Tinklenberg Group's unique approach is put to work in a variety of ways:

Facilitating development.

A local developer is currently planning a new community in an area lacking easy access from the interstate. They contracted with The Group to generate support for building a new interchange, including drafting legislation to support financing mechanisms, advocating to local, state and federal officials for support and funding, and coordinating with surrounding communities to establish a Joint Powers Authority.

Creating markets.

The Tinklenberg Group has been working since 2003 to promote the use of recovered taconite aggregate from the iron mining industry of northern Minnesota. We helped the client secure the necessary grants and have been active in encouraging use of the aggregate material by private contractors and state DOTs in roadway construction.



Minimizing impact.

The Tinklenberg Group is negotiating on behalf of a client whose business is likely to be decimated by the construction of an overpass eliminating customers' direct access. While the goal of the overpass is sound – controlling traffic at a particularly dangerous intersection – the client is certain to experience a crippling financial loss. We work proactively with all entities involved to ensure fair compensation.

"As Commissioner at MnDOT, El [Tinklenberg] led the effort to reform the construction delivery process. His creativity and determination resulted in two of the state's biggest projects – the Hiawatha Light Rail line and Trunk Highway 52 in Rochester – coming in ahead of schedule and on-budget."

Tom McCrossan

C.S. McCrossan, Inc.

FORWARD > > >

Elwyn Tinklenberg
11234 Forest Court NE, Blaine, MN 55449
Cell: 763-242-6644
Home: 763-785-1552

WORK HISTORY

Nov 2002 – Present President, The Tinklenberg Group

The Tinklenberg Group is a consulting practice that specializes in transportation and related issues affecting government and business. Clients have included the United States Department of Transportation, where I worked with the surface modal administrators and the Secretary's office to redesign the research and deployment programs in advanced transportation technologies. Other clients have included a major passenger railcar manufacturer, city and county governments, municipal transportation corridor studies, the University of Minnesota, private development groups and major retail businesses. As a recognized leader in high speed rail, I was also recruited by the Japanese International Transport Institute to help organize international seminars on the topic in Washington DC, Chicago and Los Angeles.

Jan 1999 – Nov 2002 Commissioner, Minnesota Department of Transportation

As a member of the Governor's cabinet, I was responsible for recommending and implementing policy direction as well as managing day-to-day operations of the department's 5,500 employees and $2 billion annual budget. In this position, I assisted the Governor in working with the legislature to secure funding for Minnesota's first light rail line and was responsible for planning and executing its construction. I also lead the effort to develop the state's first regional commuter rail system plan and achieved a short term doubling of MnDOT's total construction budget. In addition, I worked with the department's senior management team to lead a major reform effort focusing the organization on transportation operations, new models of program delivery, and customer information and feedback. During my tenure, former U.S. House Transportation and Infrastructure Committee Chairman Jim Oberstar also recognized my leadership in developing what he called the best state transportation plan in the country.

Sept 1998 – Jan 1999 President, Government and Enterprise Services

I consulted with clients working at all levels of government on the development and implementation of strategies designed to assist them in securing transportation related improvements or markets. My work involved all modes of transportation, including highways, transit and passenger rail initiatives, and working with local, national and multi-national corporations.

1997 – 1998 Head of Public Policy Group, Goff and Howard

I directed the development and coordination of projects and activities on behalf of public sector clients. Responsibilities included management of public information, marketing and media relations for a five-county commuter rail demonstration event; coordination of the public information and involvement campaign for the Northstar Corridor Development Authority, a multi-jurisdictional transportation and commuter rail authority; organizational and administrative support for the Red Rock Corridor commuter rail study; and development of the North Highway 61 Corridor Authority for the purpose of studying the feasibility of commuter rail in an abandoned railroad right-of-way. Collectively, these corridors represent the majority of those currently under consideration in Minnesota as potential commuter rail corridors.

1991 – 1997 Manager, Division of Public Services, Anoka County, Minnesota

I was responsible for the overall management and coordination of six departments of County government, including: Highways and Transit, Solid Waste, Parks and Recreation, Surveyor Geographic Information Systems, and Public Information. The division had a combined general and enterprise budget of approximately $44 million and over 200 employees. I was appointed manager when the division was created and had responsibility for developing its organizational structure and implementing the new reporting relationships among the affected department heads. In this position I also helped initiate and organize Minnesota's first commuter rail project which is currently in operation.

OTHER TRANSPORTATION RELATED POSITIONS AND ACTIVITIES

2003 – 2010 Member, American Public Transportation Association

Elected to the Board of Directors in 2003
Elected to the Business Members Board of Governors in 2003

1999 – 2002 American Association of State Highway and Transportation Officials

Chair, Advanced Transportation Systems Subcommittee
Chair, 511 National Implementation Task Force
Chair, Transportation Operations Committee

1986 – 1996 Mayor, City of Blaine, Minnesota, Population 47,000

1990 – 1996 President, North Metro Mayors Association, 20-member municipal organization

1990 – 1994 Chair, North Metro Crossing Coalition, transportation advocacy group

Within the context of these positions and organizations, I was responsible for coordinating and implementing the effort to support the development of a new freeway currently under construction in the Twin Cities area.

1996 – 1999 Board and Executive Committee Member, Minnesota Transportation Alliance

Sept 1998 Elected President of the Minnesota Transportation Alliance

This association of government, industry and labor organizations advocates for and supports transportation improvements in Minnesota.

1994 – 1996 Member, Metropolitan Transportation Advisory Board

This board develops and recommends the transportation improvement program and federal transportation spending priorities for the metropolitan area.

1988 – 1990 Member, Regional Transit Board

This board planned and budgeted for the regional transit system in the metropolitan area.

I have also testified on transportation issues before numerous legislative and congressional committees as well as presented at several international forums and best practices events.

THE SECRETARY OF TRANSPORTATION
WASHINGTON, D.C. 20590

Mr. Elwyn Tinklenberg
Expert Consultant
The Tinklenberg Group
11234 Forest Court, NE
Minneapolis, MN 55449

MAY 29 2005

Dear Mr. Tinklenberg: ELWYN:

Thank you for your leadership and service to both the U.S. Department of Transportation (DOT) and to the Federal Highway Administration's Intelligent Transportation Systems Program.

Your expertise in restructuring the Intelligent Transportation Systems (ITS) Program and your work with the ITS Management Council have been invaluable in establishing a more focused, results-driven program. Your efforts to establish a model for the ITS Advisory Committee will be very beneficial in retaining those program qualities in the future. The reconstituted ITS Program will benefit the DOT, the overall ITS community, and most importantly, our collective customers.

One of your many contributions was your adept assimilation of the details of the program. Furthermore, because you understood and addressed the needs and concerns of the various parties, your role as a neutral change agent was instrumental in achieving the results. Feedback received to-date from external stakeholders and customers, and internal staff, has been very positive. I am sure this was largely due to the rapport you established with them and because of your excellent organizational and management skills.

On behalf of our colleagues on the ITS Management Council and the staff in the ITS Joint Program Office, I want to acknowledge and thank you for your efforts in support of the ITS Program. I wish you much success in your future endeavors.

Sincerely yours,

Norman Y. Mineta

StarTribune.com | MINNEAPOLIS - ST. PAUL, MINNESOTA

Editorial

September 22, 2002

Two Ventura stars leave office

Tinklenberg, Smith

As transportation commissioner, Elwyn Tinklenberg told Minnesotans not necessarily what they wanted to hear but what they needed to hear. His frequent explanations helped lift the interwoven issues of roads, transit, housing and development to the top of the state's agenda.

The essence of Tinklenberg's message was two-pronged: If Minnesotans want more roads they must commit to actually paying for them; and they must realize that wider freeways alone won't solve metro traffic congestion, but that transit must play a larger role.

That message is widely understood in states as diverse as Georgia, Texas, Colorado and Utah. Minnesota has been slow to accept it, largely because transportation has become a partisan matter. Independents, Democrats and many Republicans tend to agree with Tinklenberg, while GOP leaders insist that more roads can be squeezed from existing money and that transit is just a welfare benefit for people without cars.

For his clarity and courage on these matters, Tinklenberg, who will leave his post Oct. 4, deserves the gratitude of Minnesotans. The preponderance of research and professional opinion nationwide to bolster his views.

Entrenched, military-style bureaucracies like MnDOT's see commissioners come and go, often to little effect. But a new breed of engineers agrees with Tinklenberg that the interstate highway era is waning. A new world that demands quality-of-life for commuters and in-time delivery for products requires a nimbler solution than just adding pavement. The Minnesota Department of Transportation can no longer be just the highway department. Nor can it waste time and money on unnecessary process. Tinklenberg insisted on a faster track for road projects, trimming the average span by one-third.

He failed on two important fronts, however. He couldn't convince the Legislature to adequately fund the state's needs or to develop a source of dedicated money for transit.

In this regard, Gov. Jesse Ventura, while giving Tinklenberg rein to speak the right words, subverted his commissioner with political mistakes. Reducing license tab fees in 2000 made it harder to build roads the state needed. Vetoing local road and bridge projects in 1999 infuriated legislators who then vowed revenge against the governor's transit priorities.

Indeed, opponents jeopardized a Minneapolis-Bloomington light-rail project, scrapped a Minneapolis-St. Cloud commuter-rail line and tried to eliminate HOV lanes and ramp meters. Disputes with the Department of Administration over highway contracts and a mishandling of inflation-adjusted cost projections for light-rail transit further forced

Tinklenberg to devote as much energy to defending his agency as planning for the future.

But the future is where the focus belongs. Transportation investments require a long view, a sustained commitment and a variety of choices. One day the retrogressive House leadership will be gone, Minnesota will enter the 21st century and El Tinklenberg will be recalled as a commissioner who told Minnesotans what they needed to hear.

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The Tinklenberg Group

The interchange of strategies and solutions

City of Ramsey
Armstrong Boulevard Interchange Initiative
2013 Consulting Services Proposal
February, 2013

Overview

The Tinklenberg Group respectfully submits the following consulting services proposal in response to the City of Ramsey's interest in pursuing funding for the construction of a grade separated interchange and railroad overpass at the intersection of Trunk Highway 10/169 and Armstrong Boulevard. We believe that The Tinklenberg Group is uniquely positioned to successfully assist the City and that the current political and funding environment make this an excellent time to initiate this effort.

The Tinklenberg Group will assist by helping to organize and implement a broad and coordinated effort to identify and secure sufficient funding to complete the Armstrong project. Sources of funding that will be pursued include federal transportation grant programs, federal program dollars allocated to Minnesota, state transportation dollars and state bonding funds.

In addition to the technical work associated with identifying and pursuing the funding sources listed above, The Tinklenberg Group will also assist the City in organizing and mobilizing broad based support for the project among business leaders, educators, labor organizations, elected officials and other key stakeholders. In this effort, critical issues driving the project such as safety, congestion and economic opportunity will be developed and highlighted.

ph 763-783-1288 • fax 763-783-9262 • 11234 forest court • minneapolis, mn 55449

Specific Work Elements

The proposed work elements have been arranged in two interconnected categories. The first is activities associated with pursuing state funding sources. And the second is activities intended to organize and mobilized the kind of community based support necessary to effectively communicate the importance of the project to key decision makers. While these activities are listed separately, it is understood there will be a great deal of overlap in their implementation and conduct. It should be noted that in consideration of this effort, time is of the essence. Getting the project thoroughly and convincingly in front of the legislature and the Governor early in the session, especially in regard to the state bonding process, is critically important.

State Funding Work Elements

- Prepare background information supporting state bonding request *
- Support and coordinate legislative introduction of bonding request *
- Support and coordinate inclusion of the project in the Governor's bonding proposal *
- Insure immediate responses are provided to follow-up requests for information
- Schedule and prepare hearing testimony as needed
- Identify and prioritize "balance of funding" options at the state level
- Coordinate preparation and submittal of state "balance of funding" applications
- Closely coordinate activities and information with key legislators and staff *

Community Support Elements

- Agree to project cost estimate and cost sharing arrangement *
- Identify and establish project coordination team *
- Develop common project promotional information, materials, and talking points
- Schedule and staff regular meetings of the project coordination team
- Prepare and present regular updates and briefing materials for city officials and staff
- Develop and manage positive media/editorial coverage
- Rally active support among business, labor, education and other influential community groups
- Schedule, coordinate and conduct site visits for Met Council, MnDOT, members of congress and staff, and BNSF officials
- Manage and coordinate response to pockets of opposition that may arise

* Indicates work elements that should be initiated immediately

Timing and Cost

The activities identified in this proposal will occur during the remaining four months of the 2013 legislative session. Because it is uncertain what if any consulting services might be required following the end of the Minnesota legislative session, it is proposed that the term of this agreement would end with the 2013 legislative session. Any additional services required by the city beyond that point could be amended to this agreement at that time by mutual consent of the parties.

The work elements identified above would begin immediately upon signing of this consulting services agreement. Total cost shall not exceed $25,000 and invoices submitted to the city will be on an actual time expended basis at the following hourly rates: Partner - $250, Project Assistant - $150, Administration - $100. Expenses necessary and appropriate to the conduct of this agreement will be identified and agreed to in advance, will be billed separately and will be in addition to the stipulated not to exceed amount of the agreement.

Agreed and Approved By:

Sarah Strommen, Mayor City of Ramsey	Elwyn Tinklenberg, President The Tinklenberg Group
Date	Date

CC Regular Session **4. 9.**

Meeting Date: 02/12/2013

By: Chris Anderson, Community Development

Information

Title:

Confirm Direction from Planning Commission on Proposed Land Use at the 167th Ave Retail Node

Background:

As the City Council is aware, the retail node at 167th Ave and St. Francis Blvd has been struggling for some time now (pre-dating the recession), continues to experience high vacancy rates, and concerns have also been raised regarding property maintenance as well. Recently, two different parties approached City Staff with separate proposals for the former Supervalu site. Neither proposal fully met the standards of the B-1 General Business District and therefore, Staff brought each forward for review, consideration and direction from the Planning Commission at their January 31, 2013 meeting. The case that was prepared for the Planning Commission is attached for background information and more specific details.

Notification:

As this case is to confirm direction of the Planning Commission, notification is not required. However, notification will be provided in accordance with Minnesota Statute and Ramsey City Code for any Zoning Amendment(s) that is drafted. In addition, Staff has recommended some sort of public open house to meet with adjacent property owners if Staff receives an application for Zoning Amendment or is directed to begin an Ordinance Amendment Process. A public process will be important to identify potential concerns and has the benefit of open communication between the prospective user and neighbors, which may help answer questions or concerns early in the process.

Observations:

The two proposals that were reviewed and discussed by the Planning Commission were an indoor shooting range and a recycling/warehousing operation. Following is a brief summary of each:

Proposal 1

Total Defense, a current Ramsey business (14031 St. Francis Blvd), is proposing to relocate its current operation to the subject property. The current location has the same underlying zoning as the proposed location (it is within a PUD). Total Defense currently operates a retail store, gunsmithing (repair), and provides self-defense training courses. Total Defense is proposing a similar operation in the proposed location with the addition of an indoor shooting range. The applicant has provided detailed information on their business, training courses and preliminary floor plan. The retail portion will serve as the primary space while the indoor shooting range (one bay with eleven [11] lanes) and training areas will occupy about equal square footage. The indoor shooting range component does not comply with the current permitted or conditional uses in the B-1 General Business District.

Proposal 2

Triangle Recycling, presently operating in the city of Nowthen, is proposing to relocate its operation to the subject property. The business recycles clothing through a network of clothing collection boxes strategically placed throughout the state. Clothing is collected from the boxes by a fleet of trucks and would be brought back to this site for baling and transport to end markets. The applicant has expressed an interest in expanding the recycling program to accept electronics, small metals, mattresses, and plastics, which would be implemented as Phase II of its operation.

While neither use fully complies with current zoning standards, the Planning Commission, along with the EDA, which discussed this retail node at its January meeting also, strongly believe that something needs to be done to re-invigorate this area. The sentiment was that a use that attracts passenger traffic will, in turn, help attract other business to this node, which would help revive this area. The Planning Commission thought both proposals were well intentioned; however, they felt the indoor shooting range was more compatible and appropriate for this area and the B-1 General Business District as a whole. They believe that the recycling/warehousing use, while a potential valuable asset for the community, was better suited for another zoning district (E-1 or E-2 Employment Districts). Specifically, they had noted possible concerns with outside storage and the lack of customer traffic this use would bring to the area.

General consensus of the Planning Commission was for City Staff to develop standards related to the indoor shooting range use and, upon receipt of a Zoning Amendment application, draft an ordinance amendment to amend the permitted uses in the B-1 General Business District to allow this type of use. Staff is also researching licensing as a potential regulatory tool, as there was some interest in exploring that mechanism as well. Following is a tentative outline for the next steps:

- Upon receipt of an application for a Zoning Amendment, coordinate an open house (tentatively scheduled for March 28, 2013), to help identify potential concerns and create open communication between the public and the applicant.
- Planning Commission to conduct a Public Hearing (April 4, 2013) for the proposed ordinance amendment (notification will be sent to property owners within 350 feet of the subject property as well as all property owners of land within the B-1 General Business District).
- City Council would introduce the ordinance on April 16th
- City Council would adopt the ordinance on May 7th

Alternative Actions:

Confirm the direction of the Planning Commission. This will allow Staff to move forward with coordination of the open house and to continue drafting the standards and documents necessary to amend the Zoning Code. This action will also potentially help to re-invigorate this struggling retail node by introducing a new use that will hopefully attract more activity in the area.

Confirm the direction of the Planning Commission with the exception of conducting an open house. This option lets Staff proceed with drafting the necessary documents to consider an amendment to the Zoning Code. Staff believes that the open house, while not required, may help address concerns that may arise from the this type of use prior to a Public Hearing. An open house may not be as intimidating as a formal public hearing setting, which would seem to benefit the public as well as the applicant.

Provide alternative direction for City Staff regarding this retail node. Should City Council not support either of the proposed uses for this retail node, they may wish to consider directing Staff to explore a broader, long-term planning exercise to identify the highest and best use(s) for this area. Unless an application for Zoning Amendment were received requesting the uses of the B-1 General Business District be amended, Staff would not dedicate any more time for these two proposals in this specific location.

Recommendation:

Staff recommends confirming the direction of the Planning Commission including:

- Upon receipt of a Zoning Amendment application, proceed with developing standards related to an indoor shooting range and draft an ordinance to amend the permitted uses in the B-1 General Business District to include indoor shooting ranges.
- Coordinate an open house to provide the public additional opportunity to better understand the proposal and the applicant an opportunity to address any concerns prior to the Public Hearing.

Funding Source:

Thus far, the review work that has been done as part of Staff's regular duties. However, upon receipt of a Zoning Amendment applicant, all costs associated with processing the zoning amendment will be the responsibility of the Applicant.

Council Action:

Motion to confirm the direction of the Planning Commission including the following steps:

- Upon receipt of a Zoning Amendment application, proceed with developing standards related to an indoor shooting range and draft an ordinance to amend the permitted uses in the B-1 General Business District to include indoor shooting ranges.
- Coordinate an open house to provide the public additional opportunity to better understand the proposal and the applicant an opportunity to address any concerns prior to the Public Hearing.

Attachments

January 31, 2013 Planning Commission Case

Draft Planning Commission Meeting Minutes Dated January 31, 2013

Shooting Range Proposal

Shooting Range User Background

Recycling Warehouse and Transfer Proposal

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	02/06/2013 04:18 PM
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:08 PM

Form Started By: Chris Anderson Started On: 02/01/2013 01:59 PM

Final Approval Date: 02/07/2013

Special Planning Commission **5. 2.**

Meeting Date: 01/31/2013

Submitted For: Chris Anderson By: Tina Goodroad, Community Development

Information

Title:

FOR DISCUSSION ONLY: Discuss Acceptable Land Uses at 167th Avenue Commercial Node and Provide Feedback on Potential Shooting Range and Recycling Warehouse/Transfer at 6001 167th Ln NW

Background:

Over the past several years, the City has discussed various options to address permitted uses at the 167th Avenue/Saint Francis Boulevard retail node. The node currently experiences a high vacancy rate and concerns with property maintenance on some of the buildings have been expressed. The property is zoned B-1 General Business District, which is intended to provide a commercial area for goods and services for the surrounding neighborhoods and community on a smaller scale than the B-2 Business District.

The intent of this discussion is to introduce two proposed uses (preliminary discussion), both of which likely will necessitate an amendment to the Zoning Code, for the property located at 6001 167th Ave NW (former Bob's Supervalu) and the type of regulatory tools that would be necessary if either were to proceed. The proposed uses are:

1. Shooting range/fitness center with classroom space and a retail component.
2. Metal/Clothing Recycling Center/warehouse with a small retail component.

Notification:

As this case is for discussion purposes only, notification is not required. Notification will be provided in accordance with Minnesota Statute and Ramsey City Code for any Zoning Amendment. In addition, Staff has recommended some sort of public open house to meet with adjacent property owners if Staff is directed to begin an Ordinance Amendment Process. A public process will be important to identify potential concerns and has the benefit of open communication between user and neighbors, which may help answer questions or concerns early in the process.

Observations/Alternatives:

Proposal #1: Shooting range/fitness center:

Total Defense, a current local business in Ramsey, (14031 St. Francis Blvd) is proposing to relocate its current operation to the subject property. The current location has the same underlying zoning district as the proposed location. Total Defense currently operates a retail store, gunsmithing (repair) and provide self-defense training courses. Total Denfense is proposing a similar operation with the addition of an indoor shooting range. The applicant has provided detailed information on their business, training courses and preliminary floor plan. The retail portion will serve as the primary space while the indoor shooting range and training areas will occupy about equal square footage.

The proposed use of retail and the professional self-defense courses are considered permitted uses in the B-1 General Business District. The proposed indoor shooting range is not listed as a permitted or conditional use within said district. When a use is not specifically identified within a zoning district, City Code states the use is considered prohibited and therefore, this proposed use would require an amendment to the zoning ordinance.

There are two general issues that would need to be addressed when considering a possible amendment. The first is whether to consider an indoor shooting range as 'indoor commercial recreation' or whether to identify it as a separate, specific use. The second is whether it should be considered a permitted or conditional use. If the uses in the B-1 Business District be amended, it will affect all properties zoned B-1, not just the property directly linked to

this request. The key nodes of the B-1 General Business District are Saint Francis Boulevard/Bunker Lake Boulevard, Saint Francis Boulevard/Alpine Drive, and Saint Francis Boulevard/167th Avenue. In reviewing a determination of permitted use or conditional use, Staff recommends that the Planning Commission determines if any concerns realted to the use are physical, or exterior concerns or concerns with the actual operation of the business. If the concerns are in regards to the physical environment, and the Planning Commission desires additional review and reasonable standards, that a conditional use permit would be appropriate. If the Planning Commission has concerns with how the business is operated, or the quality of the user, then City licensing provisions may be more appropriate.

In review of the zoning ordinance, an indoor shooting range may fall under 'indoor commercial recreation', which is currently permitted in the B-2 Highway Business District and the E-1 and E-2 Employment Districts. Due to certain aspects associated with the use, such as transporting of firearms into and out of the facility, qualifications of owners/operators, etc, there may be some merit to identifying it specifically rather than grouping it in with 'indoor commercial recreation'.

Adding an indoor shooting range is a very specific use, while 'indoor commercial recreation' is a broader term that includes other uses such as bowling alleys, laser tag, indoor go-carts, indoor play fields, etc. As a permitted use, it would be allowed by right and could be added to the ordinance with standards. A conditional use (also with standards) is another option that allows additional review and opportunities to add reasonable conditions that would mitigate any potential issues or concerns. In addition, as a conditional use, the City has the ability to review and or revoke the permit if safety or other conditions are compromised. A final option is to add the use as an interim use, which is similar to a conditional use but with a limited term.

In reviewing these options, it is important to consider the issues and concerns that the City may want to mitigate through standards (either as a permitted or conditional use). During a recent Development Review Committee meeting, staff from several departments discussed this use and developed a short list of potential issues. Present at the meeting included representatives from the Fire and Police Departments. Broad categories of discussion topics include (but are not limited to):

- Safety/security
- Retail portion to protect against theft of guns
- Safety of employees- due to the gunsmithing portion of the operation, there are environmental and general air pollution concerns with the gun powder, etc.
- Safety of ammunition and gun powder stored on site (refilling purposes)
- Caliber limit for the range
- Controlled access to shooting range
- Requirement for use of gun case when leaving the premises

Additional information from the applicant regarding their security plan for both the retail and indoor shooting range would be necessary for review and development of appropriate standards/conditions.

- Noise-the applicant provided information on the installation of the shooting range bays and stated there is potential to hear a slight “popping” sound outside the building. Setting hours of operation can mitigate the effects on neighboring properties. Additional information related to decibel levels outside the building and at property lines would be beneficial in understanding potential noise nuisances for the adjoining residential properties.
- Parking- as this use is proposing three different functions (retail, training, range) it will be important to set parking standards to ensure adequate parking is provided for all uses.
- Outdoor storage- not permissible in the B-1 Business District, would want to continue prohibiting.
- Others may be developed with further input from staff and Commissioners.

There are several indoor shooting ranges in surrounding communities. Staff spoke with both staff from the cities of Robbinsdale and Blaine, where Bill’s Gun Shop has a similar store and indoor shooting range operation. The site in Robbinsdale is located in a shopping mall, but the shooting range component is with the basement/underground parking garage portion of the shopping center. The store has been in operation since the 1980’s with no CUP (currently zoned for commercial use). Robbinsdale staff stated that it’s a very well-run business and widely

embraced by the community with no known complaints. The business has a lot of control over accessing the range (no separate entry), has well trained staff and requires gun cases for all guns when leaving the store. The facility has bars on the retail portion of the business and you cannot see the range from the outside.

Blaine city staff reported that the use has been in Blaine since 1997 and is operating under a CUP in an I-1 district (industrial district) as an indoor commercial recreation use. The conditions do not really relate to the specific operation but to the site and building design. Blaine staff stated that there are no known issues or complaints.

Proposal #2: Metal/Clothing Recycling Center/warehouse with a small retail component:

Triangle Recycling has also expressed a desire to operate out of the same subject property. This is an existing business operating in the city of Nowthen. The business recycles clothing through a network of clothing collection boxes strategically placed throughout the state. Clothing is collected from the boxes by driver and truck and would be brought back to this site for baling and transport to end markets. The applicant has expressed an interest in expanding the recycling program to accept electronics, small metals, mattresses and plastics, which would be implemented as Phase II of its operation. This process may be subject to permitting by the Minnesota Pollution Control Agency (MPCA) and possibly a conditional use permit through the City. Additional information from the applicant would be needed along with review and coordination with the MPCA and Anoka County to determine if either or both may be applicable.

This proposed use most closely matches warehousing, which is an allowed use in both the E-1 and E-2 Employment Districts, but not allowed in the B-1 Business District, except as potentially accessory to a primary warehouse use. The applicant, upon understanding the current zoning, did state a small retail portion could be added, however, this would not be the primary use. For this use to be more closely related to a “thrift store” or “second hand store”, and therefore be allowed as a retail use, the retail aspect should be the primary component with the warehousing being accessory.

In order for this use to be considered as proposed, either the B-1 Business District would have be amended to allow warehousing, either as a permitted, conditional or interim use, or the site would need to be rezoned to either E-1 or E-2 Employment District. Rezoning would also likely result in a need for a comprehensive plan amendment as the site is shown as Commercial on the Future Land Use map. The property is surrounded by other commercial and residential uses and thus, rezoning to an employment district may not be preferable. The City would need to be mindful of not violating 'spot-zoning' statutes and regulations.

In reviewing these options, it is important to consider the issues and concerns that the City may want to mitigate through standards (either as a permitted or conditional use). Again, during a recent Development Review Committee meeting, staff from several departments discussed this use and developed a short list of potential discussion topics including, but not limited to:

- The proposed warehouse use may be incompatible with surrounding uses.
- Vehicle traffic generated by trucks and customer drop offs.
- Outside storage - this is fairly common with warehousing and would not be desirable in this proximity to residential areas.
- Potential for recycling of solid waste - there are potential challenges with this type of use due to proximity to residentially zoned property and may be subject to permitting by MPCA and conditional use permit through the City.
- Drop–off - potential for items left outside when “drop-offs” occur after hours.

Staff is seeking input from the Planning Commission on these two proposed uses and options to consider for various amendments. Staff has provided these options as an attempt to approach potential users for this node under the context of short term goals and uses as well as long term goals and ultimate permitted uses. If these uses are considered unacceptable, then next steps could involve a broader strategic planning process to determine the highest and best use for this property.

Action Options and Alternatives to Consider:

Alternative #1: Identify which proposed use is believed to be more appropriate for this commercial node and direct Staff to proceed with developing applicable zoning amendments for consideration. This option creates an opportunity re-invigorate this commercial node by allowing a new use into the area. This also provides both Staff and the Planning Commission an opportunity to development any standards that are deemed needed to ensure the health, safety and welfare of the community prior to either use being implemented.

Alternative #2: Determine that neither use is appropriate for this commercial node and direct Staff not to pursue any zoning amendments. This commercial node has struggled for a number of years now and if the Planning Commission is not in favor of either these uses, it may wish to direct staff to explore a broader strategic planning exercise to determine the highest and best use(s) for this property.

Funding Source:

Preparation of the discussion topic is being handled as part of regular Staff duties and the Professional Services account of the Planning Division (Business Unit #191).

Staff Recommendation:

Provide direction to staff on proposed uses and if deemed acceptable, direction on preferred regulatory tool to permit said use. In addition, the City's Economic Development Authority (EDA) has discussed this topic on a number of occassions as recently as January, 2013. General feedback from the EDA included the following:

At their regular January meeting, the EDA discussed the commercial node located at 167th Ave and Trunk Highway 47 ("Subject Node") in relation to a number of inquiries that have recently been submitted to the City.

In summary, the EDA would like to provide the City Council with the following comments:

- The long term success of the Subject Node is a priority for the EDA. Taking a look at the Subject Node from a long-term approach is very important. The EDA is interested in any such effort supporting said notion. For example, a master planning and/or comprehensive planning effort; which would involve attaining public input from surrounding neighborhoods and from property owners located within the Subject Node.
- Rezoning and/or an overlay district (to expand the use of select properties within the Subject Node) will have an effect on the remaining properties located within the Subject Node. Specifically, the EDA does not want to diminish the value and/or hinder the success of one property located in the Subject Node for the economic gain of another. The EDA recommends the City engage all property owners and surrounding neighborhoods before approving any rezoning or zoning overlay district within the Subject Node.
- The EDA understands the history of the Subject Node and it's struggle to remain economically viable. Master Planning/Comprehensive Planning efforts take time and do not guarantee success and prosperity for the Subject Node. Getting users to occupy the Subject Node will drive increased traffic and improve ascetics; and subsequently, support the overall success of the Subject Node in the short-term. Therefore, the EDA is in support of the City considering options that would allow prospect users to occupy the Subject Node (which may require zoning code amendments, overlay district, CUP, etc.). Any short-term uses allowed in this area should not undermine the long-term vision for the area.
- When considering prospect users coming before the City (gun range, daycare center and metal/clothing recycling), the EDA has concerns regarding their compatibility. The EDA recommends the City not approve conflicting uses. For example, a daycare center and a gun range.

Committee Action:

Based on discussion.

Attachments

Site Location Map

Indoor Shooting Range Proposal

Background Information on Total Defense (Indoor Shooting Range Proposer)

Warehousing/Recycling Center Proposal

Zoning Map

2030 Future Land Use Map

Form Review

Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	01/24/2013 02:50 PM
Tim Gladhill	Tim Gladhill	01/25/2013 10:44 AM
Tim Gladhill	Tim Gladhill	01/25/2013 10:44 AM

Form Started By: Tina Goodroad Started On: 01/18/2013 09:07 AM

Final Approval Date: 01/25/2013

comply with The COR Design Framework and previous City Council direction to the Developer and subject to revisions to the architectural renderings that would be consistent with Design Framework and previous renderings.

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

5.02: For Discussion Only: Discuss Acceptable Land Uses at 167th Avenue Commercial Node and Provide Feedback on Potential Shooting Range and Recycling Warehouse/Transfer at 6001 167th Lane NW

Presentation

Associate Planner/Environmental Coordinator Anderson explained over the past several years, the City has discussed various options to address permitted uses at the 167th Avenue/St. Francis Boulevard retail node. The node currently experiences a high vacancy rate and concerns with property maintenance on some of the buildings have been expressed. The property is zoned B-1 General Business District, which is intended to provide a commercial area for goods and services for the surrounding neighborhoods and community on a smaller scale than the B-2 Business District.

Associate Planner/Environmental Coordinator Anderson stated the intent of this evening's discussion was to introduce two proposed uses, both of which likely will necessitate an amendment to the Zoning Code, for the property located at 6001 167th Avenue NW (former Supervalu site) and the type of regulatory tools that would be necessary if either were to proceed. The proposed uses were:

1. Shooting range/fitness center with classroom space and a retail component.
2. Metal/clothing recycling center/warehouse with a small retail component.

Associate Planner/Environmental Coordinator Anderson reviewed the first proposal for the shooting range/fitness center with classroom space and a retail component in detail. He noted the request was from an existing business in Ramsey called Total Defense. He explained Total Defense is proposing to have a retail store, gunsmithing and provide self-defense training courses. In addition, Total Defense was proposing to have an indoor shooting range. This was currently not a permitted use in the B-1 General Business District. He indicated that Staff contacted Blaine and Robbinsdale to discuss their indoor shooting ranges. The Robbinsdale range operates in a commercial district while the Blaine range is in an industrial district. Neither has any known complaints associated with them. Staff requested the Commission discuss the matter in further detail, determine the category for the suggested use and provide staff with direction on how to proceed.

Commissioner Bauer commented there were not enough residential homes in the area to keep this commercial development flourishing. He indicated a long-range plan should address the potential for more residential homes in the future.

Development Services Manager Gladhill indicated this commercial area was struggling at this time and the Commission needed to consider both the short-term and long-term goals for this area.

Commissioner VanScoy questioned how the long-term goals of the area would be managed if this use were to proceed in the short-term.

Associate Planner/Environmental Coordinator Anderson stated an interim use could be approved to establish a timeline framework. He indicated the applicants may not be willing to proceed given the expense that would be invested into the buildings.

Development Services Manager Gladhill noted the short-term goals could be written into the long-term vision for this area.

Commissioner Bauer requested additional information from staff on the differences between a licensed use and conditional use permit.

Associate Planner/Environmental Coordinator Anderson indicated a conditional use permit would allow the shooting range to be a permitted use with conditions addressing exterior concerns of the site. The conditional use permit would be tied to the land and would require a public hearing. A licensing procedure would be completed via staff, would be tied to the user and could be revoked if standards were not met within City Code. A license would have to be received on an annual basis.

Commissioner Bauer questioned if both a conditional use and license could be required.

Associate Planner/Environmental Coordinator Anderson commented this would require a Zoning Code Amendment to add the need for a license and/or a conditional use permit for the suggested use.

Chair Levine stated the current property was vacant and he wanted to see the site more viable.

Development Services Manager Gladhill indicated by expanding the allowed uses in this commercial area to match the market the site would be more viable. However, this would have to be considered with the appropriateness of the area in the City of Ramsey.

Commissioner Bauer stated an interim use permit for the shooting range would not benefit the applicant due to the financial investments they would have to make in the building. He commented the applicant may not proceed if the City only gave them a five-year approval.

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Commissioner Schiller was in favor of allowing the range as a permitted use as it would draw people to the area. He did not support the additional licensing procedure.

Commissioner VanScoy suggested the proposed shooting range go through the conditional use permit process.
Commissioner Field supported the sporting use and thought this use would become a magnet to draw users from the entire community to this commercial area. He recommended the range proceed as a permitted use so long as Zoning Code requirements were met.

Associate Planner/Environmental Coordinator Anderson stated parking and noise regulations would have to be addressed based on the size of the shooting range, training space and retail component size.

Development Services Manager Gladhill thanked the Commission for their input on this item and stated from the comments received thus far, it appears the shooting range could be considered at a future meeting as a permitted use.

Commissioner Bauer was in favor of having the shooting range be licensed with the City as well.

Development Services Manager Gladhill commented the licensing procedure would allow for the use to be tied to the business owner and not the property.

Commissioner Schiller asked if Blaine or Robbinsdale required their shooting ranges to be licensed.

Associate Planner/Environmental Coordinator Anderson indicated he did not believe either required a license, but the City of Blaine required a CUP.

Commissioner VanScoy stated the safety and security of the proposed business would also have to be addressed. He questioned who controlled these standards.

Development Services Manager Gladhill recommended the applicant be allowed to speak to the Commission.

Marty Fisher, Premier Commercial Properties, discussed the growth of the Total Defense business and noted they were currently leasing space at River Bend Plaza, which was located at the corner of Bunker Lake Boulevard and Highway 47. He indicated the owners were now proposing to expand their business to the 167th Avenue Commercial Node.

Dan Wellman, 2745 131st Avenue in Zimmerman, co-owner of Total Defense, thanked the Commission for their time this evening. He stated over the past 18 months his business has grown significantly and he has outgrown the size of his current space. For that reason, he has been looking for new space to allow for the expansion of his business to include a shooting range. He

explained the construction of the range would be quite unique, as it would have a double concrete wall to minimize and suppress the noise.

Mr. Wellman reviewed the proposed floor plan for Total Defense in detail with the Commission. He indicated the proposed use, complete with gun range, archery range and self-defense classes would draw people to the site from the entire northwest metro area. He reviewed the location and demographics of previous clientele.

Commissioner Bauer requested comment on the language within the proposal regarding the "cool toys" sold by Total Defense.

Curt Oaks, 6723 116th Circle in Champlin, co-owner of Total Defense, explained this would include holsters, sites, flashlights and other accessories. He apologized for the poor choice of word and would make a change. Mr. Oaks then discussed the building security given the proposed use.

Associate Planner/Environmental Coordinator Anderson indicated the police department would review this application further regarding security and safety prior to approval.

Commissioner VanScoy asked if fire suppression would be necessary for the proposed use.

Associate Planner/Environmental Coordinator Anderson stated that the Building Official and Fire Marshall did review the two proposed uses and based on the preliminary information received, it did not appear that it would be required for this use but that it may possibly be necessary for the second proposed use.

Chair Levine asked if there were any additional comments or questions from the public in attendance.

Art Collinbach, 15940 Sodium Street, stated he currently drove to the Metro Gun Club in Blaine and he welcomed the proposed use to the City of Ramsey. He stated the range would draw a large number of people to Ramsey. It was his opinion the proposed use would assist in keeping Ramsey a safe community given the level of training that would be provided.

Russ Pawman, 17831 Vanadium Street, noted he was an avid outdoorsman and he was excited about the proposed use coming to the City of Ramsey. He explained he was a member of a gun range outside of the City. He thought the range would draw business into the City throughout the entire year.

Mike Bjorn, 6250 178th Lane, noted he shot at different ranges and would be pleased to see the proposed establishment move into the commercial area.

Chair Levine thanked the public for their comments this evening.

Development Services Manager Gladhill indicated staff would work with the applicant to frame a permitted use with a public forum for citizen dialogue to take place at a future meeting.

Associate Planner/Environmental Coordinator Anderson reviewed the second proposal, which is for a metal/clothing recycling center/warehouse with a small retail component. He explained Triangle Recycling was an existing business operating in the City of Nowthen. The business recycles clothing through a network of clothing collection boxes strategically placed throughout the state. The applicant has expressed an interest in expanding the recycling program to accept electronics, small metals, mattresses and plastics, which would be implemented as Phase II of its operation. This process may be subject to permitting by the Minnesota Pollution Control Agency (MPCA) and possibly a conditional use permit through the City.

Associate Planner/Environmental Coordinator Anderson indicated the proposed use most closely matches warehousing, which is an allowed use in both E-1 and E-2 Employment Districts, but is not allowed in the B-1 Business District. The applicant, upon understanding the current zoning, did state a small retail portion could be added, however, this would not be the primary use. In order for the use to be considered as proposed, either the B-1 Business District would have to be amended to allow warehousing, either as a permitted, conditional or interim use, or the site would need to be rezoned to either E-1 or E-2 Employment District.

Associate Planner/Environmental Coordinator Anderson stated concerns at this time were if the use were compatible with the surrounding uses along with the amount of truck traffic and potential outside storage. He requested the Commission discuss the matter in further detail and provide direction to staff.

Chair Levine expressed concern with outside storage in this area.

Bill Erhart, 4740 154th Lane, representative of Triangle Recycling, commented that the site had enough square footage to ensure that all storage would be conducted inside. He stated the traffic flow to this site would be no more than the grocery store and the proposed use would benefit the residential neighborhood as a recycling facility. He encouraged the Commission to consider the request to bring life back into this commercial area.

Commissioner Schiller asked how much truck traffic was anticipated to be flowing in and out of this site.

Jerry Bauer, 21226 Highway 47 in Zimmerman, indicated he had six box trucks, which would be leaving the site in the morning and returning in the evening. He noted the site would also have one semi-truck visit per week. This could increase over time as his business expands.

Commissioner Field questioned how many drop-off boxes were associated with Triangle Recycling at this time.

Mr. Bauer stated he had approximately 400 boxes throughout Minnesota that he was responsible for. This number would be increasing by another 100 boxes in the near future.

Development Services Manager Gladhill asked if any clothing containers would be stored outside.

Mr. Bauer explained he currently had some containers stored outside prior to being relocated. He stated this was very short-term until the units could be refurbished and replaced.

Commissioner VanScoy inquired how electronics and metal materials would be handled at this site. He asked if the box trucks would be stored onsite overnight.

Mr. Bauer stated these items would be sorted and stored indoors and then be brought to Schwartzman's. He then discussed how he proposed to have the rear of the building to be fenced to house the box trucks.

Commissioner VanScoy asked if the box trucks could be stored onsite overnight.

Associate Planner/Environmental Coordinator Anderson indicated the storage of the trucks onsite could be seen as an accessory component. He stated buffering may be required to allow for the outdoor storage adjacent to the residential neighborhood.

Commissioner Bauer recommended the Commission consider this request carefully as he did not support a rezoning of this commercial property. He stated this area would continue to develop in the future and would require additional commercial development.

Associate Planner/Environmental Coordinator Anderson commented another option that could be considered would be to consider an overlay district.

Development Services Manager Gladhill discussed that an overlay district would allow for the original zoning to remain in place and allow for an expansion of uses.

Joe Hague, Community Pride Bank in Ham Lake and property owner, stated his goal would be to fill the building. He indicated he had no retail opportunities for this area and he encouraged the Commission to increase the permitted uses for this area. He was not in favor of a temporary fix as this could limit future tenants.

Chair Levine supported the use of an overlay district for this property.

Development Services Manager Gladhill explained staff could review the warehousing component as a conditional use for this site with an overlay district.

Commissioner Field stated the applicant had a great business, however, this was the wrong location. He wanted to see uses at this site that would attract traffic to the area.

Commissioner Schiller agreed stating the existing building was becoming an eyesore and was in need of redevelopment.

Development Services Manager Gladhill commented the EDA was aware this retail area was in need of revitalization.

Mr. Erhart reiterated that the two proposals before the Commission this evening were mutually exclusive. He added that a great deal of retail had been moved to The COR and the City may have to reevaluate the needs at this site.

Chair Levine thanked the Commission, applicants and public for their input this evening.

5.03: Public Hearing: Consider Ordinance Amendments to Chapter 117 Related to Stormwater Controls and Illicit Discharges

Public Hearing

Chairperson Levine called the public hearing to order at 9:06 p.m.

Presentation

Associate Planner/Environmental Coordinator Anderson presented the staff report. He explained the City is required by the Minnesota Pollution Control Agency (MPCA) to maintain a Municipal Separate Storm Sewer System (MS4) permit, which outlines stormwater pollution control standards for new development. A requirement of the MS4 permit is incorporating into City Code illicit discharge standards, which means having regulations in place prohibiting the discharge of any substance other than stormwater into the storm sewer system.

Associate Planner/Environmental Coordinator Anderson stated The City is also a member of the Lower Rum River Watershed Management Organization (LRRWMO) which in 2012 adopted their 3rd Generation Watershed Management Plan, which includes certain new standards related to water quality and volume control that are presently not in City Code. Staff discussed the plan in further detail, the proposed ordinance amendments to Chapter 117 and recommended the Commission approve the proposed ordinance amendments related to stormwater management.

Chair Levine requested comment from the Civil Engineer Linton.

Civil Engineer II Linton recommended the Commission proceed with the proposed ordinance amendments to assure the City was in compliance with all stormwater management requirements both at the state and local levels. He discussed the amount of runoff from rainstorm events along with the current management of infiltration basins throughout the City.

Citizen Input

Total Defense, Inc.

14031 St Francis Blvd. NW

Ramsey, MN 55303

(763) 432-6134

Bob's SuperValu Building Proposal

Square Footage Breakdown

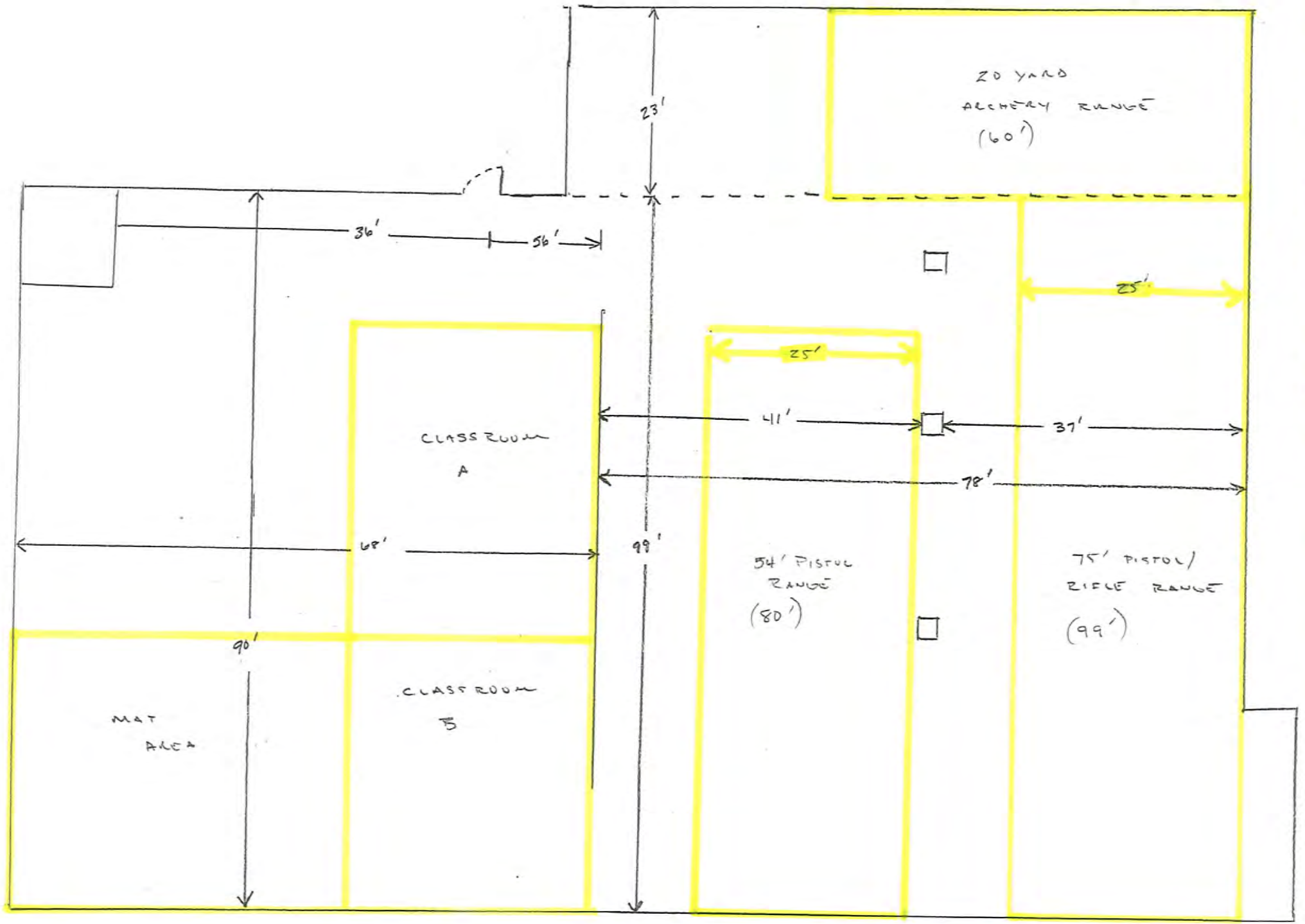
18,300 Total Square Feet

Retail Floor Space = 8000 - 9000 sq. ft.

Indoor Shooting Range = 4500 sq. ft.

Indoor Archery Range = 900 sq. ft.

Training Areas Combined = 3000 - 4000 sq. ft.


20 YARD
ARCHERY RANGE
(60')
23'
36'
56'
25'
25'
41'
37'
78'
CLASSROOM
A
68'
99'
90'
54' PISTOL
RANGE
(80')
75' PISTOL/
RIFLE RANGE
(99')
MAT
AREA
CLASSROOM
B

TOTAL DEFENSE

Firearms, Gear and Training

Service – Centered. Personal. Protection.

***Conceal Carry Classes**

***Personal Self Defense Training**

***Buy/Sell/Trade/Consign New and Used Firearms**

***Exclusive Dealer in the Twin Cities area for various CCW / Self-Defense product lines.**

***Gunsmith / Dura-Coat Services**

***Women's Self Defense**

Total Defense offers a multi state concealed carry course for those interested in obtaining their MN permit to carry a concealed weapon. This course stresses the basics of personal defense with a firearm.

Our 4 Hour self defense training will teach you how to fight full-force against a padded mock attacker. As you learn in an adrenalized state, it creates "muscle memory" so your body will remember in a crisis situation. Other traditional self defense classes don't offer this.

Total Defense can offer you all the latest firearms you're looking for at a great price due to our low overhead. Once you've picked out that great new gun we can find you all the cool toys to go with it.

*Your one stop shop for
Emergency Preparedness / Bug-Out Bags (BOB), and all essential gear to stock your BOB.

*Home/Disaster Preparedness Items

*Survival Guides

*Custom Knives

*Woolrich/Condor/5.11 Tactical Apparel

*Full line of holsters and leather goods

Our extremely knowledgeable and professional instructors will guide you in all your self defense needs.



Total Defense

Firearms, Gear and Training

14031 St. Francis Blvd. NW
Ramsey MN 55303

Phone: 763-432-6134
Website:mntotaldefense.com

TOTAL DEFENSE
Firearms, Gear and Training

Service – Centered. Personal. Protection.

Self Defense Classes

Our 4 Hour self defense training will teach how to fight full-force against a padded mock attacker. As you learn in an adrenalized state, it creates "muscle memory" so your body will remember in a crisis situation. Other traditional self defense classes don't offer this.

After our class, you will be able to defend yourself against verbal and physical assaults. Regardless of sex, age, size or physical strength you can learn to effectively defend yourself.

Come in and sign up for a class today, learn these skills in a safe and supportive environment with one of our highly trained instructors.







Total Defense
14031 St. Francis Blvd. NW
Ramsey MN 55303
Phone: 763-432-6134
Website:
www.mntotaldefense.com



TRAINING PRODUCTS: QuickRange

QuickRange is the best live fire shooting solution for you.

For live fire training, acquisition of a new shooting range, or replacement of an existing range, QuickRange is the answer! QuickRange is a pre-engineered, modular live fire shooting range, complete with 2 shooting lanes, shooting stalls, target retrieval systems, bullet traps, lighting and HVAC. Each QuickRange module is 100% complete. All you need is a power supply and an installation pad!

Environmentally Friendly



OSHA, NIOSH and EPA regulations for safety, noise reduction and air-quality are not only met, but exceeded in every QuickRange delivered. The HVAC system maintains negative airflow pressure to ensure that lead, smoke and airborne particulate are moved downrange, away from the shooter. It then passes through a 95 - 99.97% HEPA filter rack before it's exhausted outside the range. Lead collection for recycling is as easy as changing collection containers. QuickRange is the environmentally safe solution for range users and the environment.

Safe

QuickRange has proven ballistic and sound dampening composites which carry an independent 3rd party certification for safety and effectiveness. We guarantee 100% containment of all properly fired rounds due to our patented layered ballistic lining. With QuickRange, you are assured a Zero SDZ (Surface Danger Zone) so placement of the range can be accomplished nearly anywhere, creating a safe shooting environment.

Convenient

With the ability to install a QuickRange almost anywhere, with little site preparation, you can train right in your own backyard. Relying on inconvenient range locations, restricted times of operation or weather, are no longer obstacles in your training. QuickRange is the unlimited, anytime, all-weather solution.

Expandable

QuickRange exceeds today's qualification and tactical training requirements, regardless of your agency's size. The pre-engineered modular design allows expansion from 40 to 200-feet in length, and 2 to 24 or more shooting positions wide. QuickRange can be customized and configured to grow with your budget and training needs.

Affordable

Our lease program makes QuickRange affordable. Available for federal, state and local law enforcement agencies, it allows funding to be spread out over multiple years. Now you can have the range you want, right now!

PRISim Suite® LiveFire Trainer™

Installed within QuickRange, the PRISim Suite LiveFire Trainer allows the utilization of all PRISim Suite software in a live fire shooting range. PRISim Suite LiveFire Trainer provides the ideal enviroment for marksmanship, tactical decision-making and qualification training.

More>>

Training Products

PRISim Suite®
SVS®
QuickRange
M-SATS™

Shooting Ranges

Alpha Range™
Bullet Traps
Shooting Stalls
Target Retrieval Systems
HVAC
Building Design/Blue Prints
Ceiling Guards
Metal Fabrication



QuickRange Video Overview







SHOOTING RANGES: Alpha Range™

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Shooting Ranges

QuickRange®
Alpha Range™
Bullet Traps
Shooting Stalls
Target Retrieval Systems
HVAC
Building Design/Blue Prints
Ceiling Guards
Metal Fabrication

Reduce time lines and save cost with the AIS Alpha Range™



Alpha Range™ being installed on-site

- Modular
- Flexibile
- Scalable
- Versatile
- Affordable
- Ease of Installation
- Ease of Acquisition
- 100% bullet containment
- Environmentally-friendly solution
- Climate controlled
- Patented integration and assembly process

Alpha Range™ Features

Equipped with or without shooting stalls/booths for safety and organization of the firing line, with a fold down shooting tray allowing for shooter movement down range if desired.

Complete self-contained range with negative HVAC system pressure to ensure that no lead, smoke or air born particles get back to the shooter or exit the facility. All air moves the full length of the AR and is exhausted in front of the bullet traps through the ceiling. The air passes through a HEPA filter rack and then an exhaust fan. All air is exhausted out side the AR after being filtered through a 99.9% HEPA filter.

Meets all Commercial and Military Range Safety Criteria:

- National Shooting Sport Foundation, Inc. " Lead Management OSHA Compliance for Indoor Shooting Ranges" CFR 29 1910.1025
- Immigration and naturalization Dept. Division of the Dept, of Justice - INS/NFU Firing Range Design Standard
- EPA
- UFC (Unified Facilities Criteria) – US Navy NEHC-TM6290-99-10
- US NIOSH "Lead Exposure and Design Considerations for Indoor Firing Range, 1975."

Exterior vertical surfaces treated with KYNAR 500 providing a 20 year limited warranty.

AR is SimReady, allowing for easy installation of a judgmental use-of-force or marksmanship simulator at a later date.

All walls, floors and ceilings in each AR are AR500 steel-lined for rifle rating to handle munitions up to and including 3300 fps or 3600 ft.lbs. of kinetic energy (up to 7.62mm with and optional 50 Cal. capability).

Ceiling plates are configured to protect down range lights from direct bullet contact from the firing line.

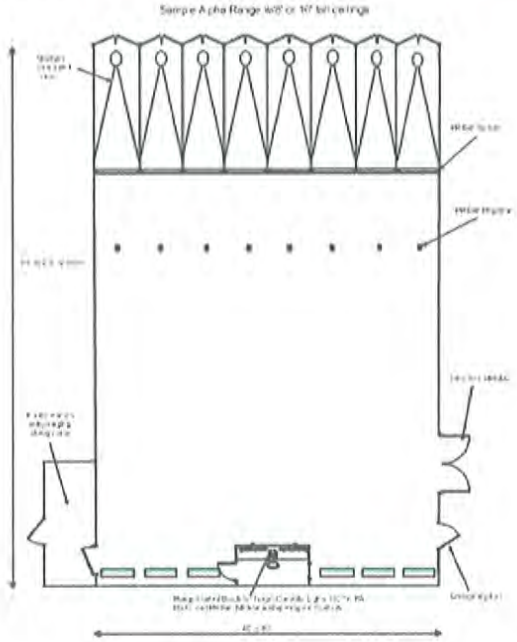
All AR's have complete lighting systems, including an outside electrical main panel and

interior sub panel, and all electrical disconnects and breakers.

All lights, target systems, accessories and HVAC system can be controlled.

Each AR comes with an appropriately rated bullet trap for the type and size of the ammunition required.

Our patented bullet trap design allows for easy collection at the rear of each module via rear access doors. The collection helical at the rear of trap will decelerate the bullet until it has lost its velocity and fall out the bottom of a funnel into a typical 5 gallon bucket. The bullet and spent lead content can be removed without coming in contact the hazardous material and then easily sealed. The Bullet Trap helical will also have a 6" exhaust port putting the trap itself under negative pressure to pull any air born particles up into the HEPA filtration system.



Job Opportunities Legal Notices Procurement Site Map Home

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SHOOTING RANGES: Bullet Traps

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Shooting Ranges

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Bullet Traps
Shooting Stalls
Target Retrieval Systems
HVAC
Building Design/Blue Prints
Ceiling Guards
Metal Fabrication

SRI's vertical chamber completely traps the bullet when entering the helical forcing bullet velocity reduction. Bullets and ammunition fragments fall harmlessly through a funnel into the bullet storage container, thus eliminating tedious lead collection.



Rearview of a P393 Bullet Trap

Passive in construction, there is no need for separating bullets and ammunition fragments from other materials such as rubber, water or sand. Lead collection for recycling is as easy as changing collection containers.

- Each trap is free standing and modular in design
- Provides superior bullet containment
- Direct air filtration exhaust hook-up
- All materials are angle designed for minimum wear
- Low installation and maintenance costs

As a bullet is fired downrange it is deflected by hardened steel panels and guided into the helical. Once the bullet has entered the helical, bullet velocity dissipates as the bullet spirals along the chamber walls until it harmlessly drops into a bullet storage container.

The SRI trap system has no moving components, which greatly reduces downtime and maintenance costs. The SRI system has eliminated the need to use sand, water or rubber materials and therefore, eliminates the tedious separation of lead from other materials and minimizes lead exposure.

EPA regulations for air filtration are addressed with this system. A direct air exhaust hook-up is offered with each trap. Thus, all airborne particles in the trap are exhausted to and collected in the air filtration system. These features minimize employees' exposure to lead contamination.

Trap Dimensions

Length:	7'
Height:	7' 6" *(At front)*
Width:	42"
Weight:	P393 - 1505 lbs.
	P493 - 1860 lbs.

Each SRI bullet trap is free standing and modular in design. The main body of the trap is a solid welded unit and will fit through a standard 3'0" door. Assembly of extension plates occurs in the final stage of fabrication at the installation site. This will bring the trap to its full height and width.

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SHOOTING RANGES: Shooting Stalls

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Shooting Ranges

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Target Retrieval Systems
HVAC
Building Design/Blue Prints
Ceiling Guards
Metal Fabrication

The principal element in the design and construction of every SRI product is shooting safety. Multifaceted space management engineering permits enough room for an instructor and student to shoot while keeping the focus downrange and maintaining the maximum safegards. The innovative design of SRI stalls maximizes the number of lanes an area can facilitate, while dimension design lends to better shooter orientation, comfort and protection. The fabrication of SRI shooting stalls consist of double steel jacketed walls, sportcourt carpeting trimmed with high-tech, durable stainless steel.



SRI stalls offer full shooter protection and fold-down shooting tray

Functionality

SRI has designed a large, flat fold-down shooting tray. This practical design allows ample room for firearms and ammunition reload. Individual target, retrieval motor controls and sight lights are located in each stall. A recessed stainless steel tray and target retrieval is at the shooter's fingertips. For training purposes, SRI offers an optional vertical swing-out barricade.

Durability

Standard shooting stalls are often constructed from wood or plastic and are not able to endure the wear and tear of frequent use and ejected brass. SRI stall walls are a steel jacket covered with a high grade sport-court carpeting. This material is durable and easy to clean. All exposed edges are covered with a durable stainless steel trim. SRI stalls have years of durability, are easy to maintain and operate and give your facility a quality, high-tech look.

Stall Dimensions

Taller than most, this height minimizes ejected brass from traveling over the top of the stall, distracting neighboring shooters. Extra width reduces surrounding muzzle blast noise. And the a wider width comfortably places the shooter's focus downrange.

Dimensions
Height: 84"
Width: 53"*(base width)*
Spacing: 42"*(on center)*

Stall Protection

Maximum height and width is utilized for shooter protection. An inner steel jacket construction, filled with pea gravel, will stop and trap the point blank shot of a 44 magnum. The combination of stall dimensions and fully lined sport-court carpeting greatly reduces surrounding muzzle blast noise. The shooter is shielded from the distractions of neighboring shooters.

Shooting Stall Placement:

From the firing line to the wall behind the shooters we recommend a minimum of 10 feet.

Stall Walls
Along Top: 47"
Along Bottom: 53"



SHOOTING RANGES: Target Retrieval Systems

SHOOTING RANGES INTERNATIONAL
A division of Advanced Interactive Systems™, Inc.

Shooting Ranges

QuickRange®
Alpha Range™
Bullet Traps
Shooting Stalls
Target Retrieval Systems
HVAC
Building Design/Blue Prints
Ceiling Guards
Metal Fabrication

The keystone of the SRI Target Retrieval System is the simple design of durable materials.

The motor retrieval system is controlled by each shooter, allowing independent operation of target distance.



Motor control box

The metal facings on retrieval systems take on a great deal of abuse in the line of fire. Special attention has been attributed to all metal facings which are fabricated from hardened steel and cut at less than the standard 45 degree angle iron.

The entire system is designed and fabricated to ensure durable and continuous operation.



Target car and hanger

All retrieval systems come complete with:

- Motor control boxes
- Retrieval ends
- Target cars
- Target hangers
- Stainless steel cable
- Stainless steel drive cord
- Pre-constructed wiring harnesses/switches

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SHOOTING RANGES: HVAC

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Shooting Ranges

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Bullet Traps
Shooting Stalls
Target Retrieval Systems
HVAC
Building Design/Blue Prints
Ceiling Guards
Metal Fabrication



Shooting range air quality is a major concern when it comes to constructing an indoor range. SRI can meet all of your design needs for a full heating, ventilation and air conditioning (HVAC) system.



HEPA Filters

SRI can provide you with a complete CAD design of the recommended air conditioning and heating equipment selections, exhaust fans, blowers, filter racks and filters. Full duct work designs, duct sizing, dampers and register selections are specified as well. Not only is our guaranteed design no additional cost to you, but final systems cost will be a fraction of the cost of other systems. SRI is your one-stop service for complete range and HVAC designs and products.



Roof Mounted HVAC and Exhaust System

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SHOOTING RANGES: Building Design/Blue Prints

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For more information about custom building design and blue prints, please contact us.



Building Design and Blue Printing

Shooting Ranges

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HVAC
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Ceiling Guards
Metal Fabrication

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SHOOTING RANGES: Ceiling Guards

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SRI safety Ceiling Guards are pre-fabricated with pre-punched and welded suspension brackets. CAD-designed plate spacing ensures that projectiles are directed downrange, protecting lighting and HVAC fixtures. Each SRI ceiling plate system is designed and fabricated with slip, adjustable guards to fit the building width requirements. Suspension chain and hardware is included for a fast and simple installation.



Ceiling Guards

Shooting Ranges

QuickRange®
Alpha Range™
Bullet Traps
Shooting Stalls
Target Retrieval Systems
HVAC
Building Design/Blue Prints
Ceiling Guards
Metal Fabrication

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SHOOTING RANGES: Metal Fabrication & Design

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Shooting Ranges

QuickRange®
Alpha Range™
Bullet Traps
Shooting Stalls
Target Retrieval Systems
HVAC
Building Design/Blue Prints
Ceiling Guards
Metal Fabrication

Metal Fabrication and materials are of great importance to the success of your range equipment.

With over 40 years experience in the metal fabrication field, all of SRI's metal fabrication is produced in-house. This flexibility allows us to keep track of quality control and fabrication schedules. All range components are designed and engineered with specialty metals and techniques to meet the toughest standards for range equipment durability and value.

Design of your range layout and equipment size is all completed on our in-house CAD system. Exact building measurements and fabrication is created to your specifications to ensure a proper and timely field installation. SRI has full press break and metal forming capabilities to fabricate a R493 Helical.



Our in-house fully CAD operated dual table plazma cutting system

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TOTAL DEFENSE

Firearms, Gear and Training

Service – **C**entered. **P**ersonal. **P**rotection.

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Minnesota Basic Concealed Carry Permit Class



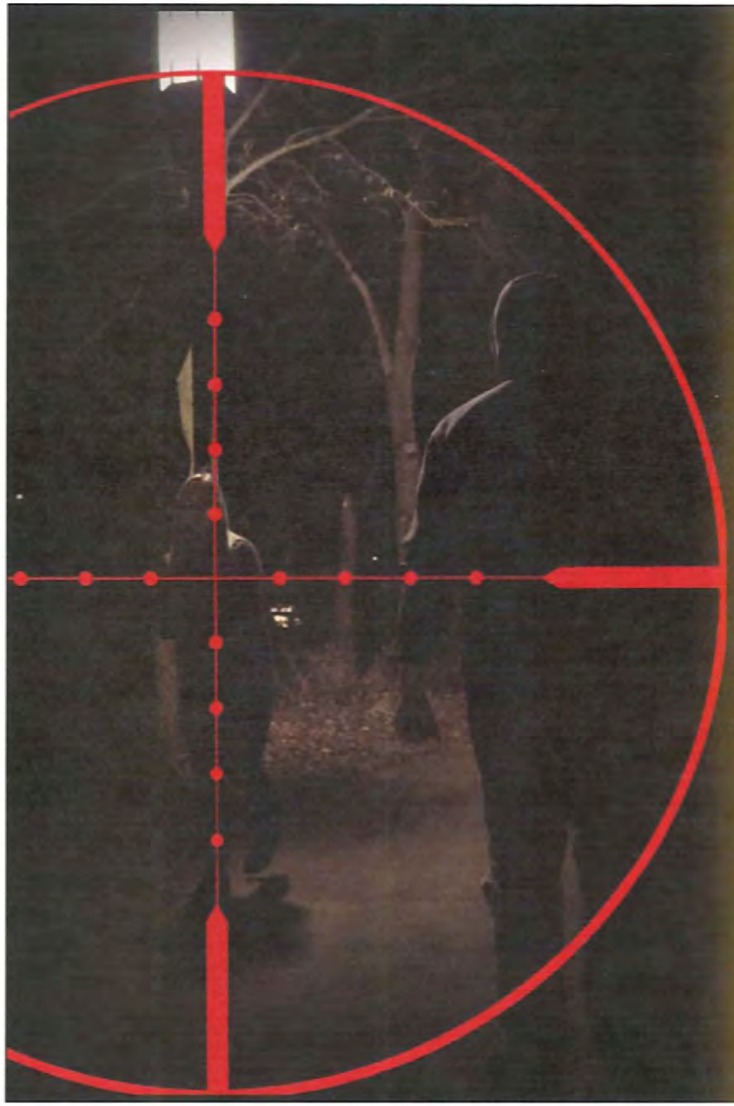
Version 3.0

Introduction

Welcome to Total Defense. You have all come to this class today from various backgrounds and occupations to learn, to better prepare and defend yourself and your loved ones. Our goal is to give you the knowledge, skills and attitude required to make informed decisions about self-defense.

Instructors

- Dan Wellman
  - Owner of Total Defense
  - Gunsmith
  - NRA certified firearms instructor
  - Certified firearms instructor for both the MN DNR and 4-H
  - Certified BAMM instructor
  - Trained in various martial arts styles
  - Competed as a semi-professional kick-boxer
  - Certified instructor and Black Belt in Tae Kwon Do
  - Has a degree in Psychology with an emphasis on Psychology of Victimization
- Kurt Ochs
  - Owner of Total Defense
  - Certified Duracoat technician
  - NRA certified firearms instructor
  - Certified Glock Armorer
- Joe Madison
  - NRA certified instructor
  - CPR and First Aid Certified
- Alex Larson-
  - Black belt in Ruku Kempo
  - Woman's self-defense instructor
- Jim Diehl-
  - Member of the National Concealed Firearms Instructors Association
  - Certified NRA pistol instructor
  - Has been teaching CCW courses since 2000
  - Earned multiple black belts
  - Martial arts instructor
  - Degree in Pistolsmithing
  - USAF Veteran



Do You Know When You're Being Targeted?

Not becoming a victim of violent crime just got easier.

Total Defense is a leader in all-women's self-defense and CCW classes. In our unintimidating and non-judgemental learning environment, we will teach you why some women are targeted by violence while empowering you to take control of your own personal safety.

Call or stop in today and begin living life free of the target.

(763) 432-6134

www.Facebook.com/TotalDefenseMN
http://www.mntotaldefense.com

14031 St Francis Blvd NW
Ramsey, Minnesota 55303

TOTAL DEFENSE
Firearms, Gear and Training

Legal Responsibilities

- Discuss Law Handouts
  - Current Conceal Carry Law
  - Historical Conceal Carry Law
  - Laws Related to Firearms and Use of Force

Least Intrusive Method

- Terminal Thinking
- Scenarios
  - Super America
  - St. Cloud

Basic Pistol

- Safety briefing
- Pistol knowledge and safe gun handling
- Revolver and automatics knowledge and use
- Major components
- Operating a revolver/automatic
- Loading and unloading
- Ammunition
  - Minimum adequate caliber .38cal and 9mm
  - +P, +P+, Magnums
  - Cartridge types
  - Premium defensive ammunition
  - Testing ammunition
  - Ammo life, rotation
- Cartridge malfunctions
- Cleaning/disassembly
- Storing your firearms
- Shooting positions
- Aiming, breath control, trigger control, and follow-through
- Focus on front sight
- Consistency
- Natural point of aim (NPA)

Clearing Malfunctions- Immediate Action Drills

- T.I.R.A.
- Cut your losses drill
- Tactical reload

Selecting a Handgun for Self-Defense

- Fit
- Functional reliability (make, quality, imports)
- Caliber, recoil, and controllability
- New vs. used
- Revolvers vs. semi-automatics
- Modifications to firearms grips, enhancements, sights, trigger pull
- Magazine safety- When the magazine is removed it prevents the firearm from firing.
- Concealment

Accessories

- Speed loaders, spare magazines
- Sights, laser, night sights
- Accessories
- Flashlight
- Cell phone

Holsters

- Retention of weapon in and out of holster
- Different holster types
- Holster do's and don'ts

Mental preparation

- Mindset
- Never give up, The will to prevail

Making yourself and your home safer

- Self, command presence, "What if……" Gaming
- Grounds and landscaping (less attractive to intruders)
- Exterior of home
- Emergency plan for responding to a possible break-in
- Call the Police/911

Confronting an intruder or assailant

- Defensive confrontations
- Controlling the encounter
- Psychological reactions
- Physiological reactions (loss of fine motor skills, tunnel vision, tachypsychia)
- Train for stress (at the range and at home during practice)
- Shoot to stop the threat

The use of deadly force in self-defense

- Reasonable person standard
- Least intrusive method
- Non-willing participant
- Use of reasonable force
- Use of deadly force
- Ability of an attacker (are they actually capable of causing death or serious injury)
- The J.A.M Principle (are you in Jeopardy, do they have the Ability, and Means)
- Innocent victim of an attack
- Duty to retreat
- Brandishing
- Cessation of threat

Defensive Accuracy

- Firearm- Tool of last resort
- Balance speed with accuracy- Shoot as fast as possible while staying on target
- Aim for center of mass

Interacting with the Police

You may at some point have to deal with the police while you are carrying your handgun. Remember police are very cautious when it comes to people with guns. Think of their safety as well as your own.

- Move slowly and cautiously- Tell the officer what you are going to do before you do it
- Always keep your hands in the officer's site (he fears what he can't see just like you do)
- Inform him/her that you have a CCW and are carrying a handgun and where it is
- Follow the commands you are given-
  - He may ask you to hand over your handgun, DO IT, it is for their safety as well as yours. When you DO pull your gun out to give to him/her, move very slowly and carefully. Use two fingers to grip the gun and DO NOT TOUCH THE TRIGGER!
- If you are pulled over, keep your hands on the wheel and inform the officer that you have a CCW and are carrying/not carrying a weapon. Let them tell you what to do from there.

- **YOU ARE NOT A COP!!** Do not attempt to "Help" the police. Let them do their jobs.

Non-Violent Dispute Resolution

L.E.A.P.S.

To remember the five techniques to diffuse a situation: Listen, Empathize, Ask, Paraphrase, Summarize.

1. Listen- In a conflict, we become very self-centered. We want to talk and force our point of view on the other person. If we listen rather than argue, much of the heat will go out of the situation.
2. Empathize- put yourself in the other person's shoes. See things from their point of view. Be sure to empathize aloud so the other person can hear you doing it.
3. Ask- question the other person about specific facts. Remember the five W's (Who, What, When, Where, and Why). Asking questions builds rapport and solicits input from the other person rather than pushing your perspective on them.
4. Paraphrase- Put the other person's meaning in to your own words and feed it back to them (actively listen). This means that you understand their point of view and giving them a chance to agree with something you have said. You have to listen to them and make an effort to understand their perspective.
5. Summarize- when we summarize, we move towards conclusion. Our tone and words should be shaped with decisiveness and authority without being condescending or demanding. Use the word "We" not "I" or "YOU".

Verbal Judo

- Make someone do what you need them to do by showing them how it benefits them.
- Show them the consequences of their actions both positive and negative.
- Become their pal. Look out for their interests.

Alternative Uses of Force

- Unarmed defensive techniques
- Less-Lethal devices
  - OC (Kimber Guardian, Sabre Defense), Taser, Stun Gun, Baton.



Total Defense | Women's Self Defense

Gain the confidence in knowing that you can defend yourself.

Experience the immediate transformation when you gain the confidence of knowing you can defend yourself in life threatening situations. Our woman's self defense course utilizes an improvised martial arts program designed to cater to women's strengths while minimizing weaknesses. Our instructor Dan Wellman is an accomplished martial artist; a black belt and certified instructor of Tae Kwon Do. He also has a master's degree in clinical psychology and incorporates his knowledge of predatorial behavior and victimization scenarios into your training.

We are available six days a week for training call 763-432-6134 availability and scheduling.

MN Permit Honored In:

Alabama, Alaska, Arizona, Arkansas, Georgia, Idaho, Indiana, Iowa, Kansas, Kentucky, Louisiana, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, North Carolina, North Dakota, Ohio, Oklahoma, Pennsylvania, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Wisconsin, Wyoming

MN Permit Not Honored:

California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Guam, Hawaii, Maine, Maryland, Massachusetts, Nevada, New Hampshire, New Jersey, New Mexico, New York, New York City, Oregon, Puerto Rico, Rhode Island, South Carolina, Virgin Islands, Washington, West Virginia

Right Denied:

American Samoa, Illinois, N. Mariana Islands

Handgun Basics

Four Universal Safety Rules

1. **All** firearms are **always** loaded!

2. **Never** let the muzzle cover anything you are not willing to destroy!

3. Keep your finger **OFF** the trigger until your sights are on the **target!**

4. **Always** be sure of your target and beyond!

Revolvers

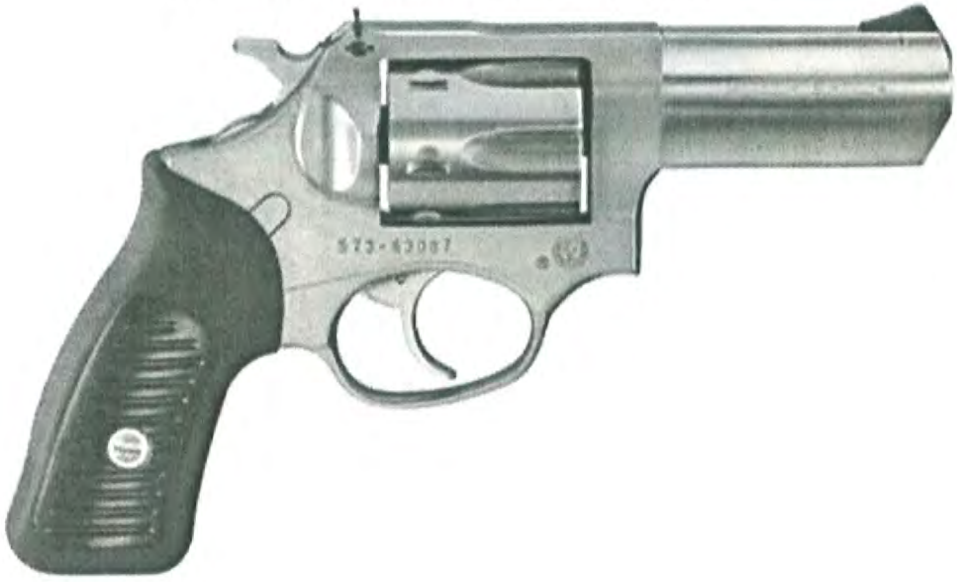
Single Action Only (SAO)

Hammer must be cocked prior to every shot.



Double Action/Single Action (DA/SA)

Hammer can be cocked prior to first shot or squeeze the trigger to fire first shot with a longer trigger pull.



Double Action Only (DAO)

Internal hammer- Long trigger pull



Semi-Auto Pistols

Single Action

Hammer must be cocked prior to FIRST shot only.



Double Action/Single Action (DA/SA)

Hammer can be cocked prior to first shot or squeeze the trigger to fire first shot with a longer trigger pull.



Striker Fired Platform/ Safe Action Pistol

A pistol that uses an internal striker mechanism.



Common Pistol Malfunctions

- Double Feed- A double feed happens when two rounds try to enter the chamber of a semi-automatic at the same time.
- Stove Pipe- After the bullet is fired the casing fails to eject fully and gets stuck in the action causing a jam.
- Failure To Feed- This is when a round fails to feed into the breach. Most common cause is bent feed lips on magazine.

Ammunition



.22LR
.25ACP
.32ACP
.380ACP
.9mm
.357SIG
.38 Special
.357 Magnum
.40 S&W
.45ACP
5.56 NATO

Bullet Types



Ammo Care and Storage

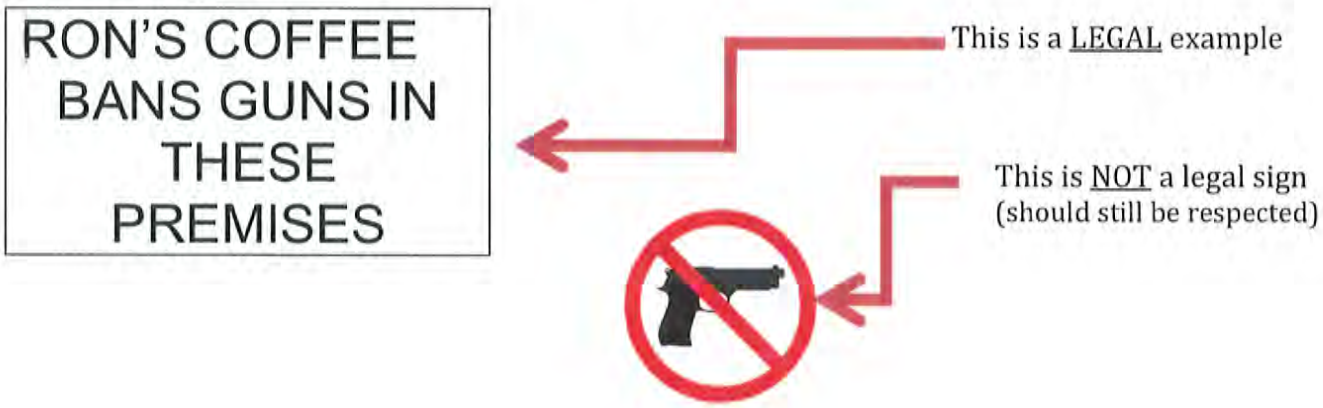
- Store in a cool, dry area.
- Never mix ammunition.
- Store firearms and ammo separately
- Practice at least once a year with your personal protection ammo.
- Replace your personal protection ammo annually.
- Use the correct ammo for what you are doing. (Federal Guard Dog/HST)

Ammunition Malfunctions

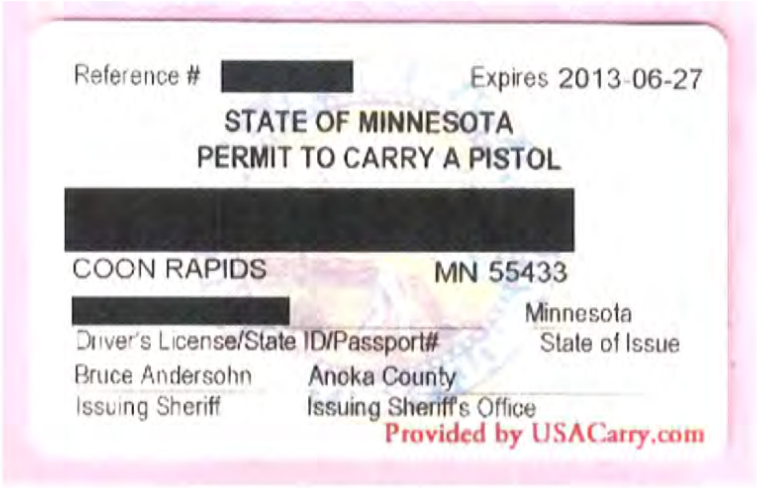
- Misfire- A failure of the cartridge to fire after the primer has been struck by the firing pin.
- Hang Fire- A delay in the ignition of the cartridge after the primer has been struck by the firing pin.
- Squib Load- Development of less than normal pressure or velocity after ignition of the cartridge.

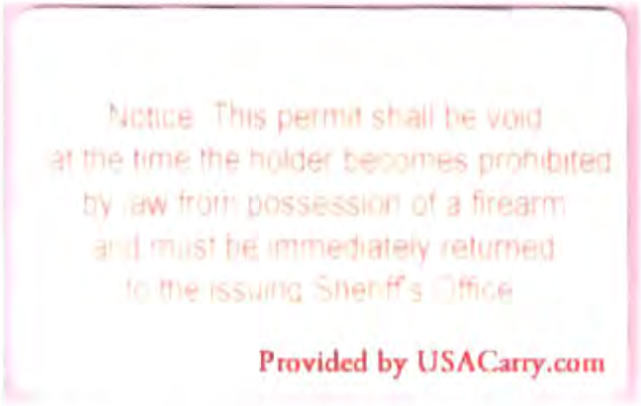
Where Can You Not Carry?

- Government Buildings (State & Federal)
  - Courthouses
  - Post Office
  - Town Hall
  - City Hall
- Airports
  - You can legally travel with firearms in checked baggage. (Check with airlines as many have different rules)
- Licensed Daycare Centers
  - While children are present
- Public and or Private Schools
  - Not only the school but all its property/land
- Anyplace both Public or Private that's POSTED
  - It does not have to be posted if they ask you to leave



Example Minnesota Permit





Things you need to bring to your LOCAL Sheriff

- Completed Application (DO NOT sign until told to)
- Up to $100.00 (Cash for faster processing)
- Completed Course Certificate
- Photocopy of State issued ID or Passport

Why Keep Only Half Your Money?



Other Stores Will Give You Only 50-Cents On The Dollar For Your Used Firearms

We're Here To Change That

Now you can get up to 90% of your firearm's value. Ask us how today.

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Ramsey, Minnesota 55303

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TOTAL DEFENSE
Firearms, Gear and Training

Current Conceal Carry Law

S.F. No. 2259, 2nd Engrossment - 84th Legislative Session (2005-2006)
Posted on May 16, 2005

A bill for an act

relating to public safety; reenacting the Minnesota Citizens' Personal Protection Act of 2003 with certain amendments; recognizing the inherent right of law-abiding citizens to self-protection through the lawful use of self-defense; providing a system under which responsible, competent adults can exercise their right to self-protection by authorizing them to obtain a permit to carry a pistol; providing criminal penalties; amending Minnesota Statutes 2004, sections 609.66, subdivision 1d; 624.714, subdivisions 1b, 2, 2a, 3, 8, 12, 17, as reenacted, by adding a subdivision.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. [REENACTMENT OF PERSONAL PROTECTION ACT.]

Laws 2003, chapter 28, articles 2 and 3, are reenacted effective retroactively and without interruption from April 28, 2003.

[EFFECTIVE DATE.] This section is effective the day following final enactment.

Sec. 2. Minnesota Statutes 2004, section 609.66, subdivision 1d, is amended to read:

Subd. 1d. [POSSESSION ON SCHOOL PROPERTY; PENALTY.] (a) Except as provided under paragraphs (c) and (e), whoever possesses, stores, or keeps a dangerous weapon or uses or brandishes a replica firearm or a BB gun while knowingly on school property is guilty of a felony and may be sentenced to imprisonment for not more than two years or to payment of a fine of not more than $5,000, or both.

(b) whoever possesses, stores, or keeps a replica firearm or a BB gun on school property is guilty of a gross misdemeanor.

(c) Notwithstanding paragraph (a) or (b), it is a

misdemeanor for a person authorized to carry a firearm under the provisions of a permit or otherwise to carry a firearm on or about the person's clothes or person in a location the person knows is school property. Notwithstanding section 609.531, a firearm carried in violation of this paragraph is not subject to forfeiture.

(d) As used in this subdivision:

(1) "BB gun" means a device that fires or ejects a shot measuring .18 of an inch or less in diameter;

(2) "dangerous weapon" has the meaning given it in section 609.02, subdivision 6;

(3) "replica firearm" has the meaning given it in section 609.713; and

(4) "school property" means:

(i) a public or private elementary, middle, or secondary school building and its improved grounds, whether leased or owned by the school;

(ii) a child care center licensed under chapter 245A during the period children are present and participating in a child care program;

(iii) the area within a school bus when that bus is being used by a school to transport one or more elementary, middle, or secondary school students to and from school-related activities, including curricular, cocurricular, noncurricular, extracurricular, and supplementary activities; and

(iv) that portion of a building or facility under the temporary, exclusive control of a public or private school, a school district, or an association of such entities where conspicuous signs are prominently posted at each entrance that give actual notice to persons of the school-related use.

(e) this subdivision does not apply to:

(1) active licensed peace officers,;

(2) military personnel, or students participating in military training, who are on-duty, performing official duties;

(2) (3) persons authorized to carry a pistol under section 624.714 while in a motor vehicle or outside of a motor vehicle to directly place a firearm in, or retrieve it from, the trunk or rear area of the vehicle;

(3) (4) persons who keep or store in a motor vehicle

pistols in accordance with section 624.714 or 624.715 or other firearms in accordance with section 97B.045;

(4) (5) firearm safety or marksmanship courses or activities conducted on school property;

(5) (6) possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;

(6) (7) a gun or knife show held on school property;

(7) (8) possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the school or the director of a child care center; or

(8) (9) persons who are on unimproved property owned or leased by a child care center, school, or school district unless the person knows that a student is currently present on the land for a school-related activity.

(f) Notwithstanding section 471.634, a school district or other entity composed exclusively of school districts may not regulate firearms, ammunition, or their respective components, when possessed or carried by nonstudents or nonemployees, in a manner that is inconsistent with this subdivision.

[EFFECTIVE DATE.] This section is effective the day following final enactment.

Sec. 3. Minnesota Statutes 2004, section 624.714, subdivision 1b, is amended to read:

Subd. 1b. [DISPLAY OF PERMIT; PENALTY.] (a) The holder of a permit to carry must have the permit card and a driver's license, state identification card, or other government-issued photo identification in immediate possession at all times when carrying a pistol and must display the permit card and identification document upon lawful demand by a peace officer, as defined in section 626.84, subdivision 1. A violation of this paragraph is a petty misdemeanor. The fine for a first offense must not exceed $25. Notwithstanding section 609.531, a firearm carried in violation of this paragraph is not subject to forfeiture.

(b) A citation issued for violating paragraph (a) must be dismissed if the person demonstrates, in court or in the office of the arresting officer, that the person was authorized to carry the pistol at the time of the alleged violation.

(c) Upon the request of a peace officer, a permit holder must write a sample signature in the officer's presence to aid in verifying the person's identity.

(d) Upon the request of a peace officer, a permit holder shall disclose to the officer whether or not the permit holder is currently carrying a firearm.

Sec. 4. Minnesota Statutes 2004, section 624.714, subdivision 2, is amended to read:

Subd. 2. [WHERE APPLICATION MADE; AUTHORITY TO ISSUE PERMIT; CRITERIA; SCOPE.] (a) Applications by Minnesota residents for permits to carry shall be made to the county sheriff where the applicant resides. Nonresidents, as defined in section 171.01, subdivision 42, may apply to any sheriff.

(b) Unless a sheriff denies a permit under the exception set forth in subdivision 6, paragraph (a), clause (3), a sheriff must issue a permit to an applicant if the person:

(1) has training in the safe use of a pistol;

(2) is at least 21 years old and a citizen or a permanent resident of the United States;

(3) completes an application for a permit;

(4) is not prohibited from possessing a firearm under the following sections:

(i) 518B.01, subdivision 14;

(ii) 609.224, subdivision 3;

(iii) 609.2242, subdivision 3;

(iv) 609.749, subdivision 8;

(v) 624.713;

(vi) 624.719;

(vii) 629.715, subdivision 2; or

(viii) 629.72, subdivision 2; or

(ix) any federal law; and

(5) is not listed in the criminal gang investigative data system under section 299C.091.

(c) A permit to carry a pistol issued or recognized under this section is a state permit and is effective throughout the state.

(d) A sheriff may contract with a police chief to process permit applications under this section. If a sheriff contracts with a police chief, the sheriff remains the issuing authority

and the police chief acts as the sheriff's agent. If a sheriff contracts with a police chief, all of the provisions of this section will apply.

[EFFECTIVE DATE.] This section is effective the day following final enactment.

Sec. 5. Minnesota Statutes 2004, section 624.714, subdivision 2a, is amended to read:

Subd. 2a. [TRAINING IN THE SAFE USE OF A PISTOL.] (a) An applicant must present evidence that the applicant received training in the safe use of a pistol within one year of the date of an original or renewal application. Training may be demonstrated by:

(1) employment as a peace officer in the state of Minnesota within the past year; or

(2) completion of a firearms safety or training course providing basic training in the safe use of a pistol and conducted by a certified instructor.

(b) Basic training must include:

(1) instruction in the fundamentals of pistol use;

(2) successful completion of an actual shooting qualification exercise; and

(3) instruction in the fundamental legal aspects of pistol possession, carry, and use, including self-defense and the restrictions on the use of deadly force.

(c) The certified instructor must issue a certificate to a person who has completed a firearms safety or training course described in paragraph (b). The certificate must be signed by the instructor and attest that the person attended and completed the course.

(d) A person qualifies as a certified instructor if the person is certified as a firearms instructor within the past five years by:

(1) the Bureau of Criminal Apprehension, Training and Development Section;

(2) the Minnesota Association of Law Enforcement Firearms Instructors;

(3) the National Rifle Association;

(4) the American Association of Certified Firearms Instructors;

(5) the Peace Officer Standards and Training Board of this state or a similar agency of another state that certifies firearms instructors; or

(6) the Department of Public Safety of this state or a similar agency of another state that certifies firearms instructors an organization or government entity that has been approved by the Department of Public Safety in accordance with the department's standards.

(d) (e) A sheriff must accept the training described in this subdivision as meeting the requirement in subdivision 2, paragraph (b), for training in the safe use of a pistol. A sheriff may also accept other satisfactory evidence of training in the safe use of a pistol.

[EFFECTIVE DATE.] This section is effective the day following final enactment, except for the changes made in paragraph (d), which are effective October 1, 2005.

Sec. 6. Minnesota Statutes 2004, section 624.714, subdivision 3, is amended to read:

Subd. 3. [FORM AND CONTENTS OF APPLICATION.] (a) Applications for permits to carry must be an official, standardized application form, adopted under section 624.7151, and must set forth in writing only the following information:

(1) the applicant's name, residence, telephone number, if any, and driver's license number or state identification card number;

(2) the applicant's sex, date of birth, height, weight, and color of eyes and hair, and distinguishing physical characteristics, if any;

(3) the township or statutory city or home rule charter city, and county, of all states of residence Minnesota residences of the applicant in the last ten five years, though not including specific addresses;

(4) the township or city, county, and state of all non-Minnesota residences of the applicant in the last five years, though not including specific addresses;

(5) a statement that the applicant authorizes the release to the sheriff of commitment information about the applicant maintained by the commissioner of human services or any similar agency or department of another state where the applicant has

resided, to the extent that the information relates to the applicant's eligibility to possess a firearm; and

(5) (6) a statement by the applicant that, to the best of the applicant's knowledge and belief, the applicant is not prohibited by law from possessing a firearm.

(b) The statement under paragraph (a), clause (4) (5), must comply with any applicable requirements of Code of Federal Regulations, title 42, sections 2.31 to 2.35, with respect to consent to disclosure of alcohol or drug abuse patient records.

(c) An applicant must submit to the sheriff an application packet consisting only of the following items:

(1) a completed application form, signed and dated by the applicant;

(2) an accurate photocopy of a the certificate, affidavit, or other document described in subdivision 2a, paragraph (c), that is submitted as the applicant's evidence of training in the safe use of a pistol; and

(3) an accurate photocopy of the applicant's current driver's license, state identification card, or the photo page of the applicant's passport.

(d) In addition to the other application materials, a person who is otherwise ineligible for a permit due to a criminal conviction but who has obtained a pardon or expungement setting aside the conviction, sealing the conviction, or otherwise restoring applicable rights, must submit a copy of the relevant order.

(e) Applications must be submitted in person.

(f) The sheriff may charge a new application processing fee in an amount not to exceed the actual and reasonable direct cost of processing the application or $100, whichever is less. Of this amount, $10 must be submitted to the commissioner and deposited into the general fund.

(g) This subdivision prescribes the complete and exclusive set of items an applicant is required to submit in order to apply for a new or renewal permit to carry. The applicant must not be asked or required to submit, voluntarily or involuntarily, any information, fees, or documentation beyond that specifically required by this subdivision. This paragraph

does not apply to alternate training evidence accepted by the sheriff under subdivision 2a, paragraph (d).

(h) Forms for new and renewal applications must be available at all sheriffs' offices and the commissioner must make the forms available on the Internet.

(i) Application forms must clearly display a notice that a permit, if granted, is void and must be immediately returned to the sheriff if the permit holder is or becomes prohibited by law from possessing a firearm. The notice must list the applicable state criminal offenses and civil categories that prohibit a person from possessing a firearm.

(j) Upon receipt of an application packet and any required fee, the sheriff must provide a signed receipt indicating the date of submission.

[EFFECTIVE DATE.] This section is effective the day following final enactment.

Sec. 7. Minnesota Statutes 2004, section 624.714, subdivision 8, is amended to read:

Subd. 8. [PERMIT TO CARRY VOIDED.] (a) The permit to carry is void and must be revoked at the time that the holder becomes prohibited by law from possessing a firearm, in which event the holder must return the permit card to the issuing sheriff within five business days after the holder knows or should know that the holder is a prohibited person. If a permit is revoked the sheriff has knowledge that a permit is void under this subdivision paragraph, the sheriff must give notice to the permit holder in writing in the same manner as a denial. Failure of the holder to return the permit within the five days is a gross misdemeanor unless the court finds that the circumstances or the physical or mental condition of the permit holder prevented the holder from complying with the return requirement.

(b) When a permit holder is convicted of an offense that prohibits the permit holder from possessing a firearm, the court must revoke the permit and, if it is available, take possession of it the permit, if it is available, and send it to the issuing sheriff.

(c) The sheriff of the county where the application was submitted, or of the county of the permit holder's current

residence, may file a petition with the district court therein, for an order revoking a permit to carry on the grounds set forth in subdivision 6, paragraph (a), clause (3). An order shall be issued only if the sheriff meets the burden of proof and criteria set forth in subdivision 12. If the court denies the petition, the court must award the permit holder reasonable costs and expenses, including attorney fees.

(d) A permit revocation must be promptly reported to the issuing sheriff.

[EFFECTIVE DATE.] This section is effective the day following final enactment.

Sec. 8. Minnesota Statutes 2004, section 624.714, subdivision 12, is amended to read:

Subd. 12. [HEARING UPON DENIAL OR REVOCATION.] (a) Any person aggrieved by denial or revocation of a permit to carry may appeal by petition to the district court having jurisdiction over the county or municipality where the application was submitted. The petition must list the sheriff as the respondent. The district court must hold a hearing at the earliest practicable date and in any event no later than 60 days following the filing of the petition for review. The court may not grant or deny any relief before the completion of the hearing. The record of the hearing must be sealed. The matter must be heard de novo without a jury.

(b) The court must issue written findings of fact and conclusions of law regarding the issues submitted by the parties. The court must issue its writ of mandamus directing that the permit be issued and order other appropriate relief unless the sheriff establishes by clear and convincing evidence:

(1) that the applicant is disqualified under the criteria described in subdivision 2, paragraph (b); or

(2) that there exists a substantial likelihood that the applicant is a danger to self or the public if authorized to carry a pistol under a permit. Incidents of alleged criminal misconduct that are not investigated and documented, and incidents for which the applicant was charged and acquitted, may not be considered.

(c) If an applicant is denied a permit on the grounds that

the applicant is listed in the criminal gang investigative data system under section 299C.091, the person may challenge the denial, after disclosure under court supervision of the reason for that listing, based on grounds that the person:

(1) was erroneously identified as a person in the data system;

(2) was improperly included in the data system according to the criteria outlined in section 299C.091, subdivision 2, paragraph (b); or

(3) has demonstrably withdrawn from the activities and associations that led to inclusion in the data system.

(d) If the court grants a petition brought under paragraph (a), the court must award the applicant or permit holder reasonable costs and expenses including attorney fees.

Sec. 9. Minnesota Statutes 2004, section 624.714, subdivision 17, as reenacted by section 1, is amended to read:

Subd. 17. [POSTING; TRESPASS.] (a) A person carrying a firearm on or about his or her person or clothes under a permit or otherwise who remains at a private establishment knowing that the operator of the establishment or its agent has made a reasonable request that firearms not be brought into the establishment may be ordered to leave the premises. A person who fails to leave when so requested is guilty of a petty misdemeanor. The fine for a first offense must not exceed $25. Notwithstanding section 609.531, a firearm carried in violation of this subdivision is not subject to forfeiture.

(b) As used in this subdivision, the terms in this paragraph have the meanings given.

(1) "Reasonable request" means a request made under the following circumstances:

(i) the requester has prominently posted a conspicuous sign at every entrance to the establishment containing the following language: "(INDICATE IDENTITY OF OPERATOR) BANS GUNS IN THESE PREMISES."; and or

(ii) the requester or its the requester's agent personally informs the person of the posted request that guns are prohibited in the premises and demands compliance.

(2) "Prominently" means readily visible and within four feet laterally of the entrance with the bottom of the sign at a height of four to six feet above the floor.

(3) "Conspicuous" means lettering in black arial typeface at least 1-1/2 inches in height against a bright contrasting background that is at least 187 square inches in area.

(4) "Private establishment" means a building, structure, or portion thereof that is owned, leased, controlled, or operated by a nongovernmental entity for a nongovernmental purpose.

(c) The owner or operator of a private establishment may not prohibit the lawful carry or possession of firearms in a parking facility or parking area.

(d) This subdivision does not apply to private residences. The lawful possessor of a private residence may prohibit firearms, and provide notice thereof, in any lawful manner.

(e) A landlord may not restrict the lawful carry or possession of firearms by tenants or their guests.

(f) Notwithstanding any inconsistent provisions in section 609.605, this subdivision sets forth the exclusive criteria to notify a permit holder when otherwise lawful firearm possession is not allowed in a private establishment and sets forth the exclusive penalty for such activity.

(g) This subdivision does not apply to:

(1) an on-duty active licensed peace officer; or

(2) a security guard acting in the course and scope of employment.

[EFFECTIVE DATE.] This section is effective the day following final enactment.

Sec. 10. Minnesota Statutes 2004, section 624.714, is amended by adding a subdivision to read:

Subd. 24. [PREDATORY OFFENDERS.] Except when acting under the authority of other law, it is a misdemeanor for a person required to register by section 243.166 to carry a pistol whether or not the carrier possesses a permit to carry issued under this section. If an action prohibited by this subdivision is also a violation of another law, the violation may be prosecuted under either law.

Sec. 11. [ADOPTION OF STANDARDS.]

12.29 By October 1, 2005, the Department of Public Safety shall
12.30 adopt and publish minimum standards that organizations and
12.31 government entities must meet to certify individuals as
12.32 certified firearms instructors under Minnesota Statutes, section
12.33 624.714, subdivision 2a, paragraph (d).
12.34 [EFFECTIVE DATE.] This section is effective the day
12.35 following final enactment

2012 Minnesota Statutes

624.714 CARRYING OF WEAPONS WITHOUT PERMIT; PENALTIES.
Subdivision 1.

[Repealed, 2003 c 28 art 2 s 35; 2005 c 83 s 1]
Subd. 1a.Permit required; penalty.

A person, other than a peace officer, as defined in section 626.84, subdivision 1, who carries, holds, or possesses a pistol in a motor vehicle, snowmobile, or boat, or on or about the person's clothes or the person, or otherwise in possession or control in a public place, as defined in section 624.7181, subdivision 1, paragraph (c), without first having obtained a permit to carry the pistol is guilty of a gross misdemeanor. A person who is convicted a second or subsequent time is guilty of a felony.
Subd. 1b.Display of permit; penalty.

(a) The holder of a permit to carry must have the permit card and a driver's license, state identification card, or other government-issued photo identification in immediate possession at all times when carrying a pistol and must display the permit card and identification document upon lawful demand by a peace officer, as defined in section 626.84, subdivision 1. A violation of this paragraph is a petty misdemeanor. The fine for a first offense must not exceed $25. Notwithstanding section 609.531, a firearm carried in violation of this paragraph is not subject to forfeiture.

(b) A citation issued for violating paragraph (a) must be dismissed if the person demonstrates, in court or in the office of the arresting officer,

that the person was authorized to carry the pistol at the time of the alleged violation.

(c) Upon the request of a peace officer, a permit holder must write a sample signature in the officer's presence to aid in verifying the person's identity.

(d) Upon the request of a peace officer, a permit holder shall disclose to the officer whether or not the permit holder is currently carrying a firearm.

Subd. 2.Where application made; authority to issue permit; criteria; scope.

(a) Applications by Minnesota residents for permits to carry shall be made to the county sheriff where the applicant resides. Nonresidents, as defined in section 171.01, subdivision 42, may apply to any sheriff.

(b) Unless a sheriff denies a permit under the exception set forth in subdivision 6, paragraph (a), clause (3), a sheriff must issue a permit to an applicant if the person:

(1) has training in the safe use of a pistol;

(2) is at least 21 years old and a citizen or a permanent resident of the United States;

(3) completes an application for a permit;

(4) is not prohibited from possessing a firearm under the following sections:

(i) 518B.01, subdivision 14;

(ii) 609.224, subdivision 3;

(iii) 609.2242, subdivision 3;

(iv) 609.749, subdivision 8;

(v) 624.713;

(vi) 624.719;

(vii) 629.715, subdivision 2;

(viii) 629.72, subdivision 2; or

(ix) any federal law; and

(5) is not listed in the criminal gang investigative data system under section 299C.091.

(c) A permit to carry a pistol issued or recognized under this section is a state permit and is effective throughout the state.

(d) A sheriff may contract with a police chief to process permit applications under this section. If a sheriff contracts with a police chief, the sheriff remains the issuing authority and the police chief acts as the sheriff's agent. If a sheriff contracts with a police chief, all of the provisions of this section will apply.
Subd. 2a.Training in the safe use of a pistol.

(a) An applicant must present evidence that the applicant received training in the safe use of a pistol within one year of the date of an original or renewal application. Training may be demonstrated by:

(1) employment as a peace officer in the state of Minnesota within the past year; or

(2) completion of a firearms safety or training course providing basic training in the safe use of a pistol and conducted by a certified instructor.

(b) Basic training must include:

(1) instruction in the fundamentals of pistol use;

(2) successful completion of an actual shooting qualification exercise; and

(3) instruction in the fundamental legal aspects of pistol possession, carry, and use, including self-defense and the restrictions on the use of deadly force.

(c) The certified instructor must issue a certificate to a person who has completed a firearms safety or training course described in paragraph (b). The certificate must be signed by the instructor and attest that the person attended and completed the course.

(d) A person qualifies as a certified instructor if the person is certified as a firearms instructor within the past five years by an organization or government entity that has been approved by the Department of Public Safety in accordance with the department's standards.

(e) A sheriff must accept the training described in this subdivision as meeting the requirement in subdivision 2, paragraph (b), for training in the safe use of a pistol. A sheriff may also accept other satisfactory evidence of training in the safe use of a pistol.
Subd. 3.Form and contents of application.

(a) Applications for permits to carry must be an official, standardized application form, adopted under section 624.7151, and must set forth in writing only the following information:

(1) the applicant's name, residence, telephone number, if any, and driver's license number or state identification card number;

(2) the applicant's sex, date of birth, height, weight, and color of eyes and hair, and distinguishing physical characteristics, if any;

(3) the township or statutory city or home rule charter city, and county, of all Minnesota residences of the applicant in the last five years, though not including specific addresses;

(4) the township or city, county, and state of all non-Minnesota residences of the applicant in the last five years, though not including specific addresses;

(5) a statement that the applicant authorizes the release to the sheriff of commitment information about the applicant maintained by the commissioner of human services or any similar agency or department of another state where the applicant has resided, to the extent that the information relates to the applicant's eligibility to possess a firearm; and

(6) a statement by the applicant that, to the best of the applicant's knowledge and belief, the applicant is not prohibited by law from possessing a firearm.

(b) The statement under paragraph (a), clause (5), must comply with any applicable requirements of Code of Federal Regulations, title 42, sections 2.31 to 2.35, with respect to consent to disclosure of alcohol or drug abuse patient records.

(c) An applicant must submit to the sheriff an application packet consisting only of the following items:

(1) a completed application form, signed and dated by the applicant;

(2) an accurate photocopy of the certificate described in subdivision 2a, paragraph (c), that is submitted as the applicant's evidence of training in the safe use of a pistol; and

(3) an accurate photocopy of the applicant's current driver's license, state identification card, or the photo page of the applicant's passport.

(d) In addition to the other application materials, a person who is otherwise ineligible for a permit due to a criminal conviction but who has obtained a pardon or expungement setting aside the conviction, sealing the conviction, or otherwise restoring applicable rights, must submit a copy of the relevant order.

(e) Applications must be submitted in person.

(f) The sheriff may charge a new application processing fee in an amount not to exceed the actual and reasonable direct cost of processing the application or $100, whichever is less. Of this amount, $10 must be submitted to the commissioner and deposited into the general fund.

(g) This subdivision prescribes the complete and exclusive set of items an applicant is required to submit in order to apply for a new or renewal permit to carry. The applicant must not be asked or required to submit, voluntarily or involuntarily, any information, fees, or documentation beyond that specifically required by this subdivision. This paragraph does not apply to alternate training evidence accepted by the sheriff under subdivision 2a, paragraph (d).

(h) Forms for new and renewal applications must be available at all sheriffs' offices and the commissioner must make the forms available on the Internet.

(i) Application forms must clearly display a notice that a permit, if granted, is void and must be immediately returned to the sheriff if the permit holder is or becomes prohibited by law from possessing a firearm. The notice must list the applicable state criminal offenses and civil categories that prohibit a person from possessing a firearm.

(j) Upon receipt of an application packet and any required fee, the sheriff must provide a signed receipt indicating the date of submission. Subd. 4.Investigation.

(a) The sheriff must check, by means of electronic data transfer, criminal records, histories, and warrant information on each applicant through the Minnesota Crime Information System and the National Instant Criminal Background Check System. The sheriff shall also make a reasonable effort to check other available and relevant federal, state, or local record-keeping systems. The sheriff must obtain commitment information from the commissioner of human services as provided in section 245.041 or, if the information is reasonably available, as provided by a similar statute from another state.

(b) When an application for a permit is filed under this section, the sheriff must notify the chief of police, if any, of the municipality where the applicant resides. The police chief may provide the sheriff with any information relevant to the issuance of the permit.

(c) The sheriff must conduct a background check by means of electronic data transfer on a permit holder through the Minnesota Crime Information System and the National Instant Criminal Background Check System at least yearly to ensure continuing eligibility. The sheriff may also conduct additional background checks by means of electronic data transfer on a permit holder at any time during the period that a permit is in effect.
Subd. 5.

[Repealed, 2003 c 28 art 2 s 35; 2005 c 83 s 1]
Subd. 6.Granting and denial of permits.

(a) The sheriff must, within 30 days after the date of receipt of the application packet described in subdivision 3:

(1) issue the permit to carry;

(2) deny the application for a permit to carry solely on the grounds that the applicant failed to qualify under the criteria described in subdivision 2, paragraph (b); or

(3) deny the application on the grounds that there exists a substantial likelihood that the applicant is a danger to self or the public if authorized to carry a pistol under a permit.

(b) Failure of the sheriff to notify the applicant of the denial of the application within 30 days after the date of receipt of the application packet constitutes issuance of the permit to carry and the sheriff must promptly fulfill the requirements under paragraph (c). To deny the application, the sheriff must provide the applicant with written notification and the specific factual basis justifying the denial under paragraph (a), clause (2) or (3), including the source of the factual basis. The sheriff must inform the applicant of the applicant's right to submit, within 20 business days, any additional documentation relating to the

propriety of the denial. Upon receiving any additional documentation, the sheriff must reconsider the denial and inform the applicant within 15 business days of the result of the reconsideration. Any denial after reconsideration must be in the same form and substance as the original denial and must specifically address any continued deficiencies in light of the additional documentation submitted by the applicant. The applicant must be informed of the right to seek de novo review of the denial as provided in subdivision 12.

(c) Upon issuing a permit to carry, the sheriff must provide a laminated permit card to the applicant by first class mail unless personal delivery has been made. Within five business days, the sheriff must submit the information specified in subdivision 7, paragraph (a), to the commissioner for inclusion solely in the database required under subdivision 15, paragraph (a). The sheriff must transmit the information in a manner and format prescribed by the commissioner.

(d) Within five business days of learning that a permit to carry has been suspended or revoked, the sheriff must submit information to the commissioner regarding the suspension or revocation for inclusion solely in the databases required or permitted under subdivision 15.

(e) Notwithstanding paragraphs (a) and (b), the sheriff may suspend the application process if a charge is pending against the applicant that, if resulting in conviction, will prohibit the applicant from possessing a firearm.
Subd. 7.Permit card contents; expiration; renewal.

(a) Permits to carry must be on an official, standardized permit card adopted by the commissioner, containing only the name, residence, and driver's license number or state identification card number of the permit holder, if any.

(b) The permit card must also identify the issuing sheriff and state the expiration date of the permit. The permit card must clearly display a notice that a permit, if granted, is void and must be immediately returned to the sheriff if the permit holder becomes prohibited by law from possessing a firearm.

(c) A permit to carry a pistol issued under this section expires five years after the date of issue. It may be renewed in the same manner and under the same criteria which the original permit was obtained, subject to the following procedures:

(1) no earlier than 90 days prior to the expiration date on the permit, the permit holder may renew the permit by submitting to the appropriate sheriff the application packet described in subdivision 3 and a renewal processing fee not to exceed the actual and reasonable direct cost of processing the application or $75, whichever is less. Of this amount, $5 must be submitted to the commissioner and deposited into the general fund. The sheriff must process the renewal application in accordance with subdivisions 4 and 6; and

(2) a permit holder who submits a renewal application packet after the expiration date of the permit, but within 30 days after expiration, may renew the permit as provided in clause (1) by paying an additional late fee of $10.

(d) The renewal permit is effective beginning on the expiration date of the prior permit to carry.
Subd. 7a.Change of address; loss or destruction of permit.

(a) Within 30 days after changing permanent address, or within 30 days of having lost or destroyed the permit card, the permit holder must notify the issuing sheriff of the change, loss, or destruction. Failure to provide notification as required by this subdivision is a petty misdemeanor. The fine for a first offense must not exceed $25. Notwithstanding section 609.531, a firearm carried in violation of this paragraph is not subject to forfeiture.

(b) After notice is given under paragraph (a), a permit holder may obtain a replacement permit card by paying $10 to the sheriff. The request for a replacement permit card must be made on an official, standardized application adopted for this purpose under section 624.7151, and, except in the case of an address change, must include a notarized statement that the permit card has been lost or destroyed.
Subd. 8.Permit to carry voided.

(a) The permit to carry is void at the time that the holder becomes prohibited by law from possessing a firearm, in which event the holder must return the permit card to the issuing sheriff within five business days after the holder knows or should know that the holder is a prohibited person. If the sheriff has knowledge that a permit is void under this paragraph, the sheriff must give notice to the permit holder in writing in the same manner as a denial. Failure of the holder to return the permit within the five days is a gross misdemeanor unless the court finds that the circumstances or the physical or mental condition of the permit holder prevented the holder from complying with the return requirement.

(b) When a permit holder is convicted of an offense that prohibits the permit holder from possessing a firearm, the court must take possession of the permit, if it is available, and send it to the issuing sheriff.

(c) The sheriff of the county where the application was submitted, or of the county of the permit holder's current residence, may file a petition with the district court therein, for an order revoking a permit to carry on the grounds set forth in subdivision 6, paragraph (a), clause (3). An order shall be issued only if the sheriff meets the burden of proof and criteria set forth in subdivision 12. If the court denies the petition, the court must award the permit holder reasonable costs and expenses, including attorney fees.

(d) A permit revocation must be promptly reported to the issuing sheriff.

Subd. 8a.Prosecutor's duty.

Whenever a person is charged with an offense that would, upon conviction, prohibit the person from possessing a firearm, the prosecuting attorney must ascertain whether the person is a permit holder under this section. If the person is a permit holder, the prosecutor must notify the issuing sheriff that the person has been charged with a prohibiting offense. The prosecutor must also notify the sheriff of the final disposition of the case.

Subd. 9.Carrying pistols about one's premises or for purposes of repair, target practice.

A permit to carry is not required of a person:

(1) to keep or carry about the person's place of business, dwelling house, premises or on land possessed by the person a pistol;

(2) to carry a pistol from a place of purchase to the person's dwelling house or place of business, or from the person's dwelling house or place of business to or from a place where repairing is done, to have the pistol repaired;

(3) to carry a pistol between the person's dwelling house and place of business;

(4) to carry a pistol in the woods or fields or upon the waters of this state for the purpose of hunting or of target shooting in a safe area; or

(5) to transport a pistol in a motor vehicle, snowmobile or boat if the pistol is unloaded, contained in a closed and fastened case, gunbox, or securely tied package.

Subd. 10.False representations.

A person who gives or causes to be given any false material information in applying for a permit to carry, knowing or having reason to know the information is false, is guilty of a gross misdemeanor.

Subd. 11.No limit on number of pistols.

A person shall not be restricted as to the number of pistols the person may carry.

Subd. 11a.Emergency issuance of permits.

A sheriff may immediately issue an emergency permit to a person if the sheriff determines that the person is in an emergency situation that may constitute an immediate risk to the safety of the person or someone residing in the person's household. A person seeking an emergency permit must complete an application form and must sign an affidavit describing the emergency situation. An emergency permit applicant does not need to provide evidence of training. An emergency permit is valid for 30 days, may not be renewed, and may be revoked without a hearing. No fee may be charged for an emergency permit. An emergency

permit holder may seek a regular permit under subdivision 3 and is subject to the other applicable provisions of this section.
Subd. 12.Hearing upon denial or revocation.

(a) Any person aggrieved by denial or revocation of a permit to carry may appeal by petition to the district court having jurisdiction over the county or municipality where the application was submitted. The petition must list the sheriff as the respondent. The district court must hold a hearing at the earliest practicable date and in any event no later than 60 days following the filing of the petition for review. The court may not grant or deny any relief before the completion of the hearing. The record of the hearing must be sealed. The matter must be heard de novo without a jury.

(b) The court must issue written findings of fact and conclusions of law regarding the issues submitted by the parties. The court must issue its writ of mandamus directing that the permit be issued and order other appropriate relief unless the sheriff establishes by clear and convincing evidence:

(1) that the applicant is disqualified under the criteria described in subdivision 2, paragraph (b); or

(2) that there exists a substantial likelihood that the applicant is a danger to self or the public if authorized to carry a pistol under a permit. Incidents of alleged criminal misconduct that are not investigated and documented may not be considered.

(c) If an applicant is denied a permit on the grounds that the applicant is listed in the criminal gang investigative data system under section 299C.091, the person may challenge the denial, after disclosure under court supervision of the reason for that listing, based on grounds that the person:

(1) was erroneously identified as a person in the data system;

(2) was improperly included in the data system according to the criteria outlined in section 299C.091, subdivision 2, paragraph (b); or

(3) has demonstrably withdrawn from the activities and associations that led to inclusion in the data system.

(d) If the court grants a petition brought under paragraph (a), the court must award the applicant or permit holder reasonable costs and expenses including attorney fees.

Subd. 12a.Suspension as condition of release.

The district court may order suspension of the application process for a permit or suspend the permit of a permit holder as a condition of release pursuant to the same criteria as the surrender of firearms under section 629.715. A permit suspension must be promptly reported to the issuing sheriff. If the permit holder has an out-of-state permit recognized under subdivision 16, the court must promptly report the suspension to the commissioner for inclusion solely in the database under subdivision 15, paragraph (a).

Subd. 13.Exemptions; adult correctional facility officers.

A permit to carry a pistol is not required of any officer of a state adult correctional facility when on guard duty or otherwise engaged in an assigned duty.

Subd. 14.Records.

(a) A sheriff must not maintain records or data collected, made, or held under this section concerning any applicant or permit holder that are not necessary under this section to support a permit that is outstanding or eligible for renewal under subdivision 7, paragraph (b). Notwithstanding section 138.163, sheriffs must completely purge all files and databases by March 1 of each year to delete all information collected under this section concerning all persons who are no longer current permit holders or currently eligible to renew their permit.

(b) Paragraph (a) does not apply to records or data concerning an applicant or permit holder who has had a permit denied or revoked under the criteria established in subdivision 2, paragraph (b), clause (1), or subdivision 6, paragraph (a), clause (3), for a period of six years from the date of the denial or revocation.

Subd. 15.Commissioner; contracts; database.

(a) The commissioner must maintain an automated database of persons authorized to carry pistols under this section that is available 24 hours a day, seven days a week, only to law enforcement agencies, including prosecutors carrying out their duties under subdivision 8a, to verify the validity of a permit.

(b) The commissioner may maintain a separate automated database of denied applications for permits to carry and of revoked permits that is available only to sheriffs performing their duties under this section containing the date of, the statutory basis for, and the initiating agency for any permit application denied or permit revoked for a period of six years from the date of the denial or revocation.

(c) The commissioner may contract with one or more vendors to implement the commissioner's duties under this section.
Subd. 16.Recognition of permits from other states.

(a) The commissioner must annually establish and publish a list of other states that have laws governing the issuance of permits to carry weapons that are not substantially similar to this section. The list must be available on the Internet. A person holding a carry permit from a state not on the list may use the license or permit in this state subject to the rights, privileges, and requirements of this section.

(b) Notwithstanding paragraph (a), no license or permit from another state is valid in this state if the holder is or becomes prohibited by law from possessing a firearm.

(c) Any sheriff or police chief may file a petition under subdivision 12 seeking an order suspending or revoking an out-of-state permit holder's authority to carry a pistol in this state on the grounds set forth in subdivision 6, paragraph (a), clause (3). An order shall only be issued if the petitioner meets the burden of proof and criteria set forth in subdivision 12. If the court denies the petition, the court must award the permit holder reasonable costs and expenses including attorney fees. The petition may be filed in any county in the state where a person holding a license or permit from another state can be found.

(d) The commissioner must, when necessary, execute reciprocity agreements regarding carry permits with jurisdictions whose carry permits are recognized under paragraph (a).
Subd. 17.Posting; trespass.

(a) A person carrying a firearm on or about his or her person or clothes under a permit or otherwise who remains at a private establishment knowing that the operator of the establishment or its agent has made a reasonable request that firearms not be brought into the establishment may be ordered to leave the premises. A person who fails to leave when so requested is guilty of a petty misdemeanor. The fine for a first offense must not exceed $25. Notwithstanding section 609.531, a firearm carried in violation of this subdivision is not subject to forfeiture.

(b) As used in this subdivision, the terms in this paragraph have the meanings given.

(1) "Reasonable request" means a request made under the following circumstances:

(i) the requester has prominently posted a conspicuous sign at every entrance to the establishment containing the following language: "(INDICATE IDENTITY OF OPERATOR) BANS GUNS IN THESE PREMISES."; or

(ii) the requester or the requester's agent personally informs the person that guns are prohibited in the premises and demands compliance.

(2) "Prominently" means readily visible and within four feet laterally of the entrance with the bottom of the sign at a height of four to six feet above the floor.

(3) "Conspicuous" means lettering in black arial typeface at least 1-1/2 inches in height against a bright contrasting background that is at least 187 square inches in area.

(4) "Private establishment" means a building, structure, or portion thereof that is owned, leased, controlled, or operated by a nongovernmental entity for a nongovernmental purpose.

(c) The owner or operator of a private establishment may not prohibit the lawful carry or possession of firearms in a parking facility or parking area.

(d) This subdivision does not apply to private residences. The lawful possessor of a private residence may prohibit firearms, and provide notice thereof, in any lawful manner.

(e) A landlord may not restrict the lawful carry or possession of firearms by tenants or their guests.

(f) Notwithstanding any inconsistent provisions in section 609.605, this subdivision sets forth the exclusive criteria to notify a permit holder when otherwise lawful firearm possession is not allowed in a private establishment and sets forth the exclusive penalty for such activity.

(g) This subdivision does not apply to:

(1) an active licensed peace officer; or

(2) a security guard acting in the course and scope of employment.
Subd. 18.Employers; public colleges and universities.

(a) An employer, whether public or private, may establish policies that restrict the carry or possession of firearms by its employees while acting in the course and scope of employment. Employment related civil sanctions may be invoked for a violation.

(b) A public postsecondary institution regulated under chapter 136F or 137 may establish policies that restrict the carry or possession of firearms by its students while on the institution's property. Academic sanctions may be invoked for a violation.

(c) Notwithstanding paragraphs (a) and (b), an employer or a postsecondary institution may not prohibit the lawful carry or possession of firearms in a parking facility or parking area.
Subd. 19.Immunity.

Neither a sheriff, police chief, any employee of a sheriff or police chief involved in the permit issuing process, nor any certified instructor is liable for damages resulting or arising from acts with a firearm committed by a permit holder, unless the person had actual knowledge at the time the permit was issued or the instruction was given that the applicant was prohibited by law from possessing a firearm.
Subd. 20.Monitoring.

(a) By March 1, 2004, and each year thereafter, the commissioner must report to the legislature on:

(1) the number of permits applied for, issued, suspended, revoked, and denied, further categorized by the age, sex, and zip code of the applicant or permit holder, since the previous submission, and in total;

(2) the number of permits currently valid;

(3) the specific reasons for each suspension, revocation, and denial and the number of reversed, canceled, or corrected actions;

(4) without expressly identifying an applicant, the number of denials or revocations based on the grounds under subdivision 6, paragraph (a), clause (3), the factual basis for each denial or revocation, and the result of an appeal, if any, including the court's findings of fact, conclusions of law, and order;

(5) the number of convictions and types of crimes committed since the previous submission, and in total, by individuals with permits including data as to whether a firearm lawfully carried solely by virtue of a permit was actually used in furtherance of the crime;

(6) to the extent known or determinable, data on the lawful and justifiable use of firearms by permit holders; and

(7) the status of the segregated funds reported to the commissioner under subdivision 21.

(b) Sheriffs and police chiefs must supply the Department of Public Safety with the basic data the department requires to complete the

report under paragraph (a). Sheriffs and police chiefs may submit data classified as private to the Department of Public Safety under this paragraph.

(c) Copies of the report under paragraph (a) must be made available to the public at the actual cost of duplication.

(d) Nothing contained in any provision of this section or any other law requires or authorizes the registration, documentation, collection, or providing of serial numbers or other data on firearms or on firearms' owners.

Subd. 21.Use of fees.

Fees collected by sheriffs under this section and not forwarded to the commissioner must be used only to pay the direct costs of administering this section. Fee money may be used to pay the costs of appeals of prevailing applicants or permit holders under subdivision 8, paragraph (c); subdivision 12, paragraph (e); and subdivision 16, paragraph (c). Fee money may also be used to pay the reasonable costs of the county attorney to represent the sheriff in proceedings under this section. The revenues must be maintained in a segregated fund. Fund balances must be carried over from year to year and do not revert to any other fund. As part of the information supplied under subdivision 20, paragraph (b), by January 31 of each year, a sheriff must report to the commissioner on the sheriff's segregated fund for the preceding calendar year, including information regarding:

(1) nature and amount of revenues;

(2) nature and amount of expenditures; and

(3) nature and amount of balances.

Subd. 22.Short title; construction; severability.

This section may be cited as the Minnesota Citizens' Personal Protection Act of 2003. The legislature of the state of Minnesota recognizes and declares that the second amendment of the United States Constitution guarantees the fundamental, individual right to keep and bear arms. The provisions of this section are declared to be necessary to accomplish

compelling state interests in regulation of those rights. The terms of this section must be construed according to the compelling state interest test. The invalidation of any provision of this section shall not invalidate any other provision.

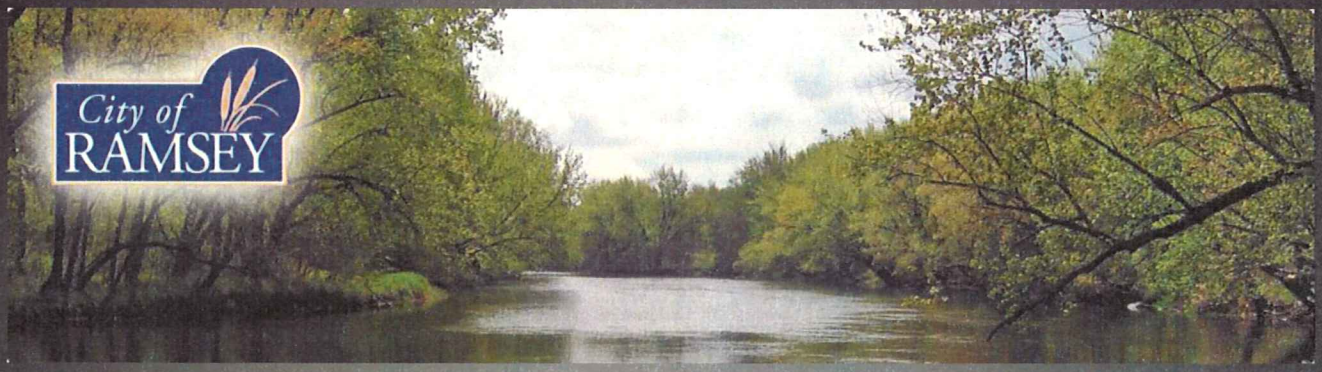
Subd. 23.Exclusivity.

This section sets forth the complete and exclusive criteria and procedures for the issuance of permits to carry and establishes their nature and scope. No sheriff, police chief, governmental unit, government official, government employee, or other person or body acting under color of law or governmental authority may change, modify, or supplement these criteria or procedures, or limit the exercise of a permit to carry.

Subd. 24.Predatory offenders.

Except when acting under the authority of other law, it is a misdemeanor for a person required to register by section 243.166 to carry a pistol whether or not the carrier possesses a permit to carry issued under this section. If an action prohibited by this subdivision is also a violation of another law, the violation may be prosecuted under either law.





Presented To:

CITY OF RAMSEY

GROWING LOCAL ECONOMY

TRIANGLE RECYCLING

21226 St Francis Blvd NW
Nowthen, MN 55303

(763) 753-1164

11/13/2012

MINNESOTA'S CLOTHING RECYCLER
WearEver
Recycling
shoes-pants-shirts-fabrics-towels-dresses-blankets

November 13, 2012

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Moving Clothing Recycling Into the City of Ramsey

Dear City of Ramsey :

Triangle Recycling is pleased to submit its proposal to the City of Ramsey. This proposal requests approval from the City to move my Minnesota-based clothing recycling program, Wear Ever Recycling, into the building located at 6001 – 167th Avenue NW.

Our company has been operating out of Nowthen, MN, for the last four years. Since 1946, the Bauer family has resided in Ramsey. My grandfather, father and brother all have operated their businesses out of Ramsey. I hope to do the same with my company.

The building we are interested in is located in the industrial park off of St Francis Boulevard NW and 167th Avenue NW. The site has been vacant for approximately four years and it is currently zoned for retail operations. Our proposal enhances the overall useage of the location. We intend to improve the esthetics of the location and to bring additional traffic to the industrial park.

I ask that you give this proposal significant forethought when considering the growth of the local economy. If allowed to do so, my family-owned, full service clothing recycling company will relocate from Nowthen, MN. We would be honored to have the opportunity to operate out of Ramsey and this proposal details the community benefits.

Please contact me with any questions. Thank you for your consideration.

Best Regards,

Jerry Bauer
CEO, Triangle Recycling
(763) 464-1140

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COMPANY BACKGROUND



Triangle Recycling is a family-owned company owned by Jerry Bauer. The Bauer family has resided in the City of Ramsey since 1946. Jerry's Grandparents and Father operated businesses out of Ramsey and today his Brother runs his business in Ramsey also It has always been Jerry's vision and dream to create and grow a viable Minnesota business for his family. Jerry has three sons that he hopes to teach the recycling industry and to mentor into taking ownership in the business.

The company's clothing recycling program, known as Wear Ever Recycling, is currently operating in Nowthen, MN. The company was formed in in July of 2007 and it began with one owner, one driver and an inventory of clothing recycling boxes. Over the last four years the company has grown approximately 400%. Customers will find locations across the state of Minnesota convenient for their recycling needs. Our vision is to continue growing and to offer other recycling programs to the community.

PROPOSAL

Triangle Recycling is proposing to purchase and utilize the building located at 6001 – 167th Avenue NW, Ramsey. This site would become a recycling center and a two phase program would apply:

Phase One – Relocate Existing Recycling Program

Move the existing clothing recycling program currently operating in Nowthen to the new Ramsey building. The move would include the entire staff, trucks and the baling system.

Phase Two – Expand Recycling Program

Triangle proposes to expand the number of materials that can be recycled. Items being considered include: Electronics, Small Metals, Mattresses, Plastics.

Once the current clothing recycling program is relocated, we will continue to research the viability of other recycling items. We view the Ramsey location as a recycling center for the community that offers recycling for multiple items.

WHAT WE RECYCLE

If it is wearable or made of fabric, we recycle it:

CLOTHES

- Baby & Kid's Clothes
- Dresses
- Jeans & T-shirts
- Socks & Slippers
- Sweaters
- Swimsuits & Shorts
- Ties & Suits
- Undergarments
- Workout Wear

OUTERWEAR

- Boots
- Coats
- Hats & Caps
- Mittens & Gloves
- Purses & Bags
- Sandals
- Shoes
- Sneakers

HOUSEHOLDS TEXTILES

- Bedspreads
- Bedskirts
- Blankets
- Comforters
- Fabric Curtains
- Pillow Shams
- Sheets
- Towels

CLOTHING COLLECTION

CONTAINERS

Collection containers are placed throughout Minnesota for convenient community drop off.







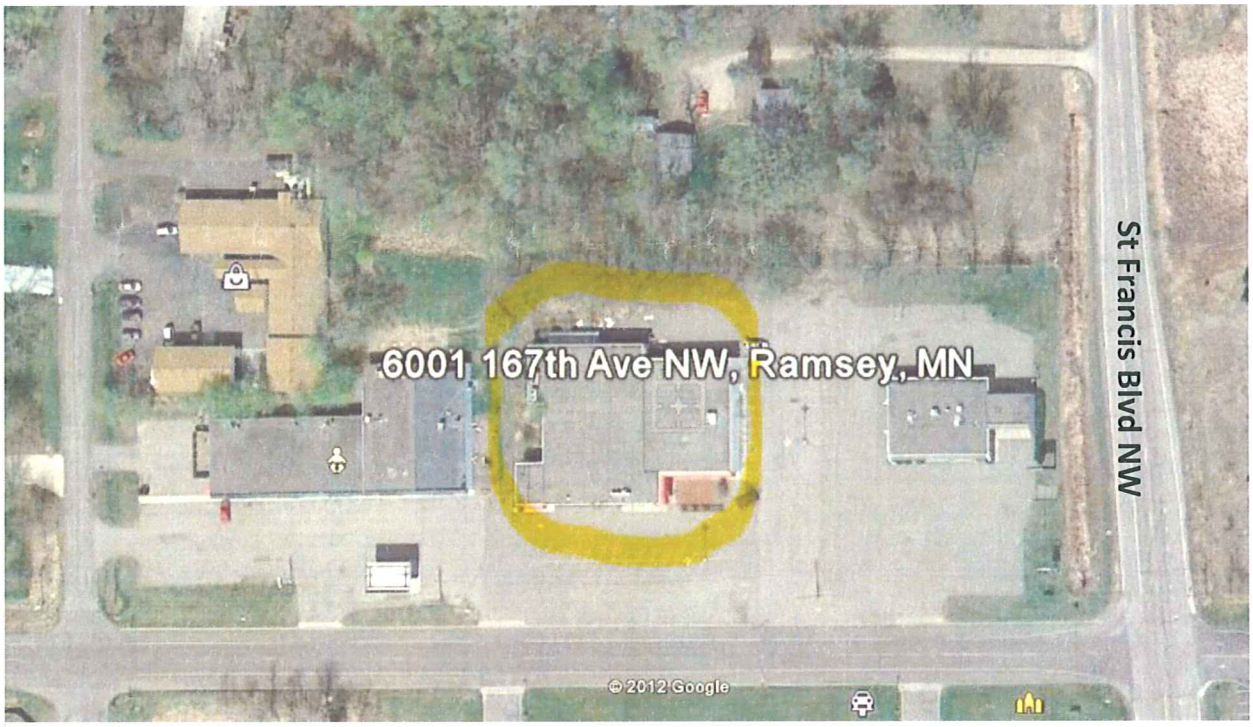
VEHICLES

One of our collection trucks is shown below while assisting the 2012 Twin Cities Marathon team in gathering the clothing discarded from runners throughout the race. This vehicle is also used to empty the collection containers.



LOCATION

6001 – 167TH Avenue NW, Ramsey, MN



The location of interest has been vacant for the last four years. It is an 18,000 square foot building that would provide adequate space for our proposed recycling program.

The building currently provides a loading dock and two doors to assist in receiving and shipping material. The on-site drop off location for customers would be located in the back of the building. All materials collected and baled would be inside of the building to maintain the integrity of the material, as well as, keeping the area esthetically pleasing.

Once in the building, we are committed to cleaning up and maintaining the grounds. Below is a list of items we will take care of with possession of the site:

Plans for Maintenance:

Paint Building
Remove Light Posts
Add Illumination Lights to Building
Clean Up Landscaping
Remove & Trim Tees
Clean Blacktop

COMMUNITY BENEFITS

The Environmental Protection Agency reports in 2010, that Americans generated about 250 million tons of trash. The country recycled / composted over 85 million tons of this material, which is equivalent to a 34.1 percent recycling rate.* With these types of numbers filling our landfills, it is important our country focus on ways to reduce waste and increase recycling.

The environmental footprint specific to clothing and textiles is substantial. Americans throw away a whopping 68 pounds of clothes on average each year, and we only buy 10 pounds of recycled clothes annually.**

The good news is that reclaiming clothing and textiles for reuse and recycling saves a staggering amount of energy and natural resources. Some studies of this recycling process show remanufacturing or reusing textiles saving up to 85 percent of the energy required to produce the same product from virgin materials.

Specific to the Ramsey community, there are numerous advantages :

- ◊ Adding six jobs at the location initially
- ◊ Longer term, an additional 3 jobs potentially added
- ◊ Increasing the community's opportunity to recycle
- ◊ Reducing the amount of material going into our landfills
- ◊ Boosting traffic into the area to support neighboring businesses
- ◊ Offering a convenient location in the community
- ◊ Providing an efficient and easy drop off program right from the vehicle
- ◊ Personal assistance for customers as they off- load their recycling
- ◊ Improving the esthetics of an existing location that has been vacant

* http://www.epa.gov/osw/nonhaz/municipal/pubs/msw_2010_rev_factsheet.pdf

** http://earth911.com/news/2012/10/17/how-much-energy-water-saved-by-recycling/

CC Regular Session **4. 10.**

Meeting Date: 02/12/2013

By: Tim Gladhill, Community Development

Information

Title:

Consider Response to City of Anoka Comprehensive Plan Amendment for Bunker Lake Boulevard/Seventh Avenue Area and Anoka Station Master Plan

Background:

The City has received a request for comment to a Comprehensive Plan Amendment in the City of Anoka. Minnesota Statute Chapter 473 allows adjacent communities to comment on proposed Comprehensive Plan Amendments prior to review by the Metropolitan Council. The details of the amendment are included in the attached documents. The response is administrative in nature; however, it has been the informal policy of the City to forward the proposed responses to the City Council prior to issuance.

Recommendation:

Staff recommends that the City submit the attached response to the City of Anoka related to the request for comment to the Comprehensive Plan Amendments.

Funding Source:

Preparation of the response is being handled as part of regular Staff duties.

Council Action:

Motion to direct Staff to submit the attached response to the City of Anoka related to the request for comment to the Comprehensive Plan Amendments.

Attachments

Amendments

Proposed Response

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:56 PM

Form Started By: Tim Gladhill Started On: 02/01/2013 11:01 AM

Final Approval Date: 02/07/2013

Current Planning Areas

Land North of Bunker Lake Boulevard and West of Seventh Avenue

In the early 1970's the City of Anoka acquired approximately 267 acres of land at the northern tip of the City just north of Bunker Lake Boulevard and west of Seventh Avenue. The land has remained publicly owned and undeveloped since. In 2007, a conservation easement was placed on approximately 198 acres of the land preventing development perpetually. The easement area is called the Anoka Nature Preserve. Two areas of land remain for possible development. The first area is 46.3 acres and located directly along Seventh Avenue and Bunker Lake Boulevard. The second area is 22.5 acres and located just north of Bunker Lake Boulevard and east of the Rum River. In 2011 a rezoning and land use map amendment was approved for the 22.5 acre area to allow for low and medium density residential development. In 2012 a rezoning and land use map amendment was approved for the 46.3 acre area to allow for commercial development. The city will focus efforts on marketing both of these areas for development.

Anoka Station Master Plan

The Anoka Station Master Plan area (formally known as the Commuter Rail Transit Village) includes an area of about 95 acres of public and privately owned land located near the Anoka Northstar Station. The Anoka Station area is located ¾ mile from the City's central business district and is bounded by the Rum River on the west, the Anoka County Rum River Human Services Center (the former Anoka Metro Regional Treatment Center) on the north, 7th Avenue on the east, and Highway 10 on the south. Approximately 39% of the area is vacant land, most of which is publicly owned. Existing buildings comprise of about 650,000 square feet. The area was previously used as a commercial/industrial area and much of the land is underutilized. The Anoka Station area contains approximately 1.5 miles of river front along the east bank of the Rum River. This area is protected by the Wild and Scenic River regulations, and, in part, by a scenic conservation easement. The area also includes a segment of the trail that connects the south tip of Anoka to the north tip of Anoka. Plans will further enhance pedestrian and bike connections to the trail system. In 2011 a tax increment district was established for the area to assist in redevelopment efforts.

In 2012 the City of Anoka applied for and received a grant from the Metropolitan Council to assist in refining the master plan for the Anoka Station area. The master plan was approved by the City Council in December 2012. The master plan identifies concepts for different redevelopment sites based on existing zoning regulations however it should be noted that the plan does not constitute a pre-approval for any type of development. The master plan provides for a total of 831 residential units and 359,000 square feet of commercial/light industrial space. The overall plan document consists of a project overview, vision, existing conditions, influences, master plan, site design principles, and implementation. The full version of the Anoka Station Master Plan is available in the City of

Anoka Planning Department. The summary above is meant to summarize the plan, however the full version of the plan should be considered in all decisions that require conformance with or review of the 2030 Comprehensive Plan.

Development Summary Table:

Residential	Units
Twin Homes	14
Townhomes / Rowhouses	33
Apartments	246
Condominiums	170
Senior Housing Units	348
Live Work Units	20
TOTAL:	831
Commercial	**Sq. Ft.**
Stand Alone Retail	18,000
Ground Level Retail	18,000
Office	105,000
Office / Flex	150,000
Light Industrial	68,000
TOTAL:	359,000

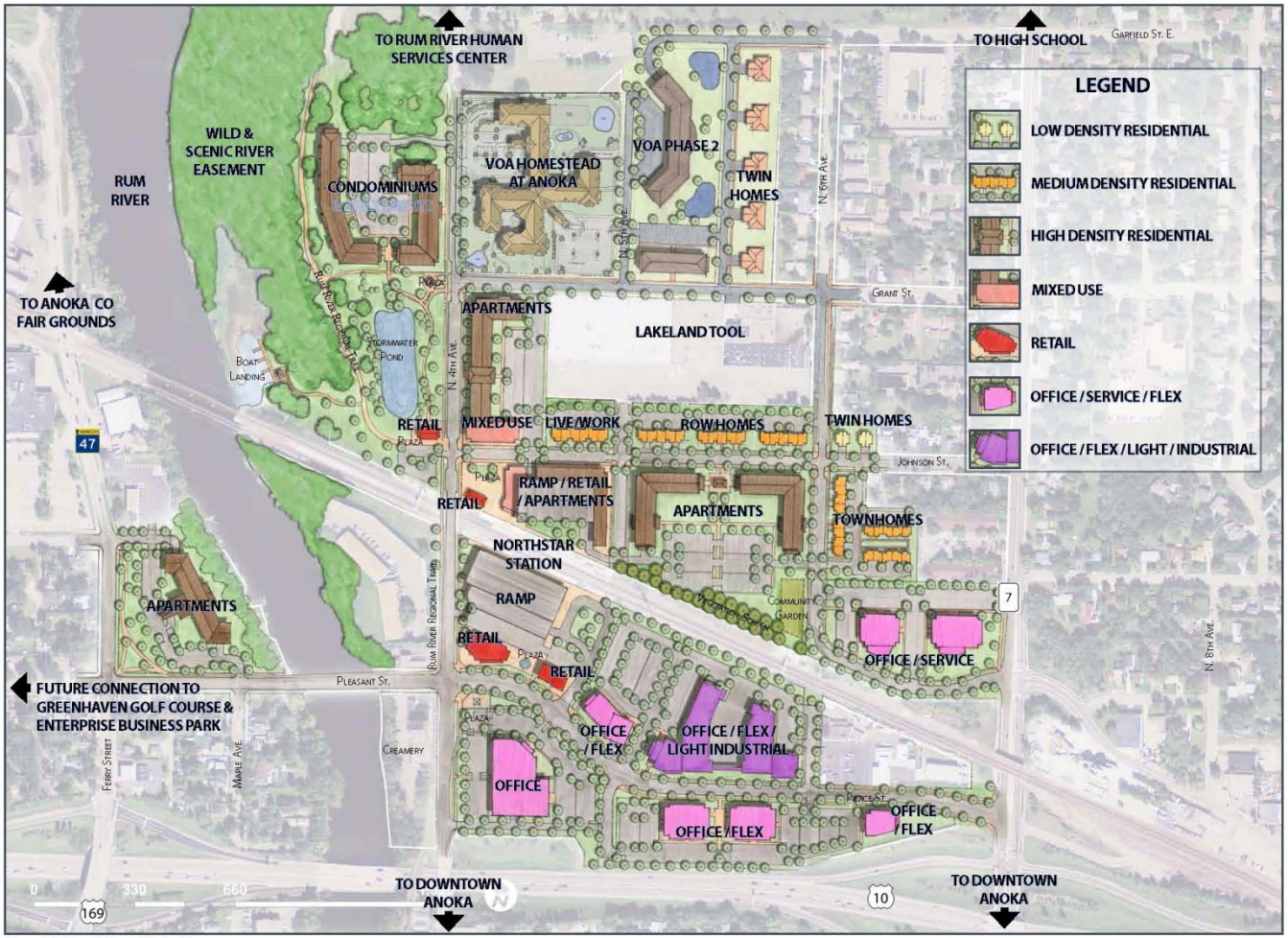


Figure 5.1 Transit Village Master Plan.

Under the development agreement, the City completed assembly of the land and sold it to Rottlund which constructed 58 craftsman style town homes in this area during 2001-2003. The City constructed a four-acre riverfront park, a boat launch with parking lot and a water treatment facility.

Public goals achieved by this development include removal of deteriorated homes subject to flooding, replacement of all streets and infrastructure, treatment of storm water before it enters the Rum River and provision of public access to the riverfront. No homes in this area are now subject to flooding. Park development included construction of one of the last segments of the historic Rum River Trail.

Current Planning Areas

Land North of Bunker Lake Boulevard and West of Seventh Avenue

In the early 1970's the City of Anoka acquired approximately 267 acres of land at the northern tip of the City just north of Bunker Lake Boulevard and west of Seventh Avenue. The land has remained publicly owned and undeveloped since. In 2007, a conservation easement was placed on approximately 198 acres of the land preventing development perpetually. Two areas of land remain for possible development. The first area is 46.3 acres and located directly along Seventh Avenue and Bunker Lake Boulevard. The second area is 22.5 acres and located just north of Bunker Lake Boulevard and east of the Rum River. This property was area of focus during the 2030 Comprehensive Plan public process. Suggested uses for this land varied. The land is identified as a Planning Area on the 2030 General Land Use map because it is unknown at this time how the City will proceed. When determining future uses for this property, the City will take into consideration park, housing, and economic development needs for the City.

Commuter Rail Transit Village

The CRTV (Commuter Rail Transit Village) planned development includes an area of about 95 acres of public and privately owned land. The CRTV is located ¾ mile from the City's central business district and is bounded by the Rum River on the west, the Anoka County Rum River Human Services Center (the former Anoka Metro Regional Treatment Center) on the north, 7th Avenue on the east, and Highway 10 on the south. Approximately 46% of the CRTV is vacant land, most of which is publicly owned. Existing buildings comprise about 650,000 square feet. The area was previously used as a commercial/industrial area and much of the land is underutilized. The CRTV contains approximately 1.5 miles of river front along the east bank of the Rum River. This area is protected by the Wild and Scenic River regulations, and, in part, by a scenic conservation easement. The CRTV also includes a segment of the trail that connects the south tip of Anoka to the north tip of Anoka. CRTV plans will further enhance pedestrian and bike connections to the trail system.

February 13, 2013

Erik Thorvig, City Planner/Economic Development Coordinator
City of Anoka
2015 First Avenue North
Anoka, MN 55303-2270

Erik:

The City of Ramsey has reviewed your Comprehensive Plan Amendments for Bunker Lake Boulevard/7th Avenue and Anoka Station Master Plan sent February 1st, 2013. The City of Ramsey provides the following comments:

Regional transportation continues to be a priority for the City of Ramsey to address current levels of service, future forecasts, safety, and mobility. The City of Ramsey desires to continue to work with the City of Anoka to solve future design and capacity considerations. We are appreciative of the current activities related to joint efforts along Highway 10.

The City of Ramsey feels there are already existing issues with capacity, safety, and level of service on the regional roadway system and that future household, population, and employment forecasts will further impact these factors. Improvements are necessary to increase capacity and safety, thus bringing the system to an acceptable level of service.

As it relates to the Bunker Lake Boulevard/7th Avenue amendment, the City of Ramsey supports the amendment provided that it does not negatively impact the agreed upon location alternatives of the 115 kV Great River Energy (GRE) Transmission Line project.

The City of Ramsey supports the two (2) Comprehensive Plan Amendments, provided that the communities continue to work collaboratively to meet the regional transportation needs of the area.

Sincerely,

CITY OF RAMSEY

Tim Gladhill
Development Services Manager

CC Regular Session **4. 11.**

Meeting Date: 02/12/2013

By: Chris Anderson, Community Development

Information

Title:

Introduce Ordinance to Amend Chapter 117 Related to Stormwater Controls and Illicit Discharges

Background:

The City of Ramsey is required by the Minnesota Pollution Control Agency (MPCA) to maintain a Municipal Separate Storm Sewer System (MS4) permit, which outlines stormwater pollution control standards for new development. A requirement of the MS4 permit is incorporating into City Code illicit discharge standards, which in essence means having regulations in place prohibiting the discharge of any substance other than stormwater into the storm sewer system.

The City is also a member of the Lower Rum River Watershed Management Organization (LRRWMO), which, in 2012, adopted their 3rd Generation Watershed Management Plan. Each member community is charged with ensuring their municipal regulations comply with the standards of the Watershed Management Plan. The 3rd Generation Plan includes certain new standards related to water quality and volume control that are presently in City Code.

Notification:

The Notice of Public Hearing was properly published in the Anoka County Union.

Observations/Alternatives:

The City presently has standards in City Code regarding stormwater pollution control. Subdivision II in Chapter 117, Article II, Division 6 outlines the requirements of stormwater management plans associated with proposed development. However, updates to this Subdivision are now necessary to implement the LRRWMO's 3rd Generation Plan. The main components of the ordinance amendment related to stormwater pollution control are water quality and volume control. Water quality standards focus primarily on phosphorous reduction (sixty percent [60%] removal efficiency) and removal of total suspended solids (ninety percent [90%] removal efficiency).

Another component of the ordinance amendment involves removing content that is no longer applicable. Section 117-395 reviews standards related to vegetated buffer protection for water bodies. However, in 2009, the City repealed it's wetland buffer ordinance, and thus, this Section is no longer applicable.

The proposed ordinance amendment adds Subdivision III to Chapter 117, Article II, Division 6. The intent of this Subdivision is to control or eliminate stormwater pollution associated with illicit discharges. The provisions within the Subdivision outline what constitutes an illicit discharge, what may be exempted from enforcement action related to illicit discharges, and emergency and non-emergency suspension of utility service related to illicit discharges. Adoption of this amendment would bring the City into compliance with the MS4 permit standards administered by the MPCA. Finally, in concert with the addition of this Subdivision, several new terms are proposed for inclusion in Section 117-1 (Definitions).

The Planning Commission conducted a Public Hearing at their January 31, 2013 meeting and there were no written or verbal comments received. The Planning Commission did inquire and review how a potential violation may be handled (especially in an instance in which the violation occurred unknowingly or unintentionally). Their main concern was understanding how the City would address a potential violation, which would be addressed similar to other established code enforcement procedures; the City would also conduct some education for the community through the website and newsletter to promote awareness of these standards and their intended purpose.

Alternative Action Options:

The City Council could choose not to adopt the proposed ordinance amendments. The proposed ordinance amendments are intended to bring the City into compliance with the requirements of its MS4 permit and the LRRWMO's 3rd Generation Plan and are the minimum standards necessary to do so. Failure to adopt these ordinance amendments may create difficulty for future development projects in obtaining required permits, which may stall or prevent a project from moving forward and could impact projects, including single family home construction, that are currently underway.

The City Council could choose to adopt the proposed ordinance amendments. The need for amending City Code related to stormwater standards can be likened to updating the Zoning Code as a result of a Comprehensive Plan Update. The standards and goals of the MS4 permit program and 3rd Generation Plan (the LRRWMO's 3rd Generation Watershed Management Plan is their equivalent to a Comprehensive Plan) are implemented through the Zoning Code. Adopting these standards ensure the City is in compliance with both.

Recommendation:

The Planning Commission recommended that the City Council adopt the proposed ordinance amendments related to stormwater management.

Funding Source:

Preparation of the Ordinance is being handled as part of regular Staff duties.

Council Action:

Motion to introduce the Ordinance to amend Subdivision II and add Subdivision III to Chapter 117, Article II, Division of City Code related to stormwater management.

Attachments

Proposed Ordinance

Draft Planning Commission Meeting Minutes Dated Janaury 31, 2013

Form Review

Inbox	Reviewed By	Date
Len Linton	Len Linton	02/07/2013 08:06 AM
Tim Gladhill	Tim Gladhill	02/07/2013 08:47 AM
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:45 PM

Form Started By: Chris Anderson Started On: 02/01/2013 10:34 AM

Final Approval Date: 02/07/2013

ORDINANCE #13-01

CITY OF RAMSEY

ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS ZONING AND SUBDIVISIONS OF THE CITY CODE OF RAMSEY, MINNESOTA

AN ORDINANCE AMENDING DIVISION 6 SUBDIVISION II AND ADDING SUBDIVISION III TITLED "ILLICIT DISCHARGE ELIMINATION"

The City of Ramsey Ordains:

SECTION 1 AUTHORITY

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

SECTION 2 AMENDMENTS

Section 117-1 is hereby amended to include the following definitions (additions indicated as underline, deletions indicated as ~~strike-through~~):

CFR means Code of Federal Regulations

Contaminated means containing a harmful quantity of any substance.

Contamination means the presence of or entry of any substance which may be deleterious to the public health and/or the quality of the water into the public storm water system, Waters of the State, or Waters of the United States.

Cosmetic cleaning means cleaning done for cosmetic purposes to the exterior of buildings, motorized vehicles, parking lots, recreational vehicles or similar activity. It does not include industrial cleaning, cleaning associated with manufacturing activities, hazardous or toxic waste cleaning, or any cleaning otherwise regulated under federal, state, or local laws.

Harmful quantity means the amount of any substance that will cause pollution of waters of the City, State or Nation that will cause lethal or sub-lethal adverse effects on the representative, sensitive aquatic monitoring organisms residing in waters.

Illicit Discharge means any direct or indirect non-stormwater discharge to the storm sewer system except as exempted in Section 117-414 (b) (2).

Mobile commercial cosmetic cleaning means power washing, steam cleaning and any other mobile cosmetic cleaning operation of vehicles and/or exterior surfaces engaged for commercial purposes.

Municipal Separate Storm Sewer System (MS4) means the system of conveyances, including sidewalks, municipal streets, driveways, curb & gutter, ditches, channels, retention basins, catch basins or similar storm water inlets, and/or any other conveyance delivering water to the public storm sewer collection and delivery system.

MS4 Permit means the Minnesota Pollution Control Agency (MPCA) permit issued to the City of Ramsey for monitoring and maintaining water quality in its MS4. The Environmental Protection Agency (EPA) has promulgated the National Pollution Discharge Elimination System (NPDES), Phase II storm water rules. The MPCA has delegated the responsibility to administer the National Pollution Discharge Elimination System, Phase II storm water permit system to MS4 communities.

NOI means Notice of Intent.

Notice of Intent (NOI) means a written notice to the Minnesota Pollution Control Agency that the City plans on meeting the MS4 permit requirements.

Point Source means any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture or agricultural storm water runoff.

Pollution means the alteration of the physical, thermal, chemical, or biological quality of, or the contamination of, any Waters of the State or the MS4, that renders the water harmful, detrimental, or injurious to humans, animal life, vegetation, or property, or to the public health, safety, or welfare, or impairs the usefulness or the public enjoyment of the water for any lawful or reasonable purpose.

Release means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into groundwater, subsurface soils, surface soils, the municipal separate storm sewer system (MS4) or the Waters of the State.

Storm Water Pollution Control Plan (also known as Storm Water Pollution Prevention Plan) means a joint stormwater and erosion and sediment plan that is a document containing the requirements of Article II, Division 6, Subdivision II of this Chapter, that when implemented will decrease soil erosion on a parcel of land and off-site nonpoint pollution.

SWPPP means storm water pollution prevention plan.

Section 117-386 is hereby amended as follows (additions indicated as underline, deletions indicated as ~~strike-through~~):

Sec. 117-386. – General Policy on Stormwater Runoff Volume and Rates Control.

~~For rivers and streams stormwater discharge rates must not increase over the predevelopment ten-year and 100-year peak storm discharge rates, based on the last ten years of how that land was used. Also accelerated channel erosion must not occur as a result of the proposed activity. For wetlands volume control is generally more important.~~

(a) All development disturbing one (1) acre or more must provide water quality treatment and runoff rate control for all stormwater.
    (1) Water Quality Treatment.
        a. Water quality treatment shall consist of a stormwater basin (dead storage) below the normal outlet greater than or equal to the runoff from a two and a half (2.5) inch storm over the entire contributing drainage area, assuming full development.
            1. The stormwater basin shall have an annual removal efficiency of sixty percent (60%) total phosphorous and ninety percent (90%) total suspended solids.
            2. The average depth of a stormwater basin shall be greater than three (3) feet.
            3. Skimmers shall be incorporated in the design of the outlet.
        b. Peak flow control shall be provided for the 2, 10, and 100 year storm peak discharges and post development rates shall not exceed pre-development rates.
        c. Stormwater basins shall be designed using an SCS Type 2 100-year return twenty-four (24) hour storm, 5.9 inch event.
    (2) Volume Control.
        a. A volume equal to one (1) inch of runoff from all impervious surfaces shall be infiltrated on site. Infiltration or evaporation from a stormwater basin may not be counted toward this requirement.
            1. Infiltration basing construction must follow the MN Stormwater Manual Chapter 12-INF, Vol. 2, or future updates.
        b. Alternatives will be considered where infiltration may not be achieved on site.
        c. The Lower Rum River Watershed Management Organization (LRRWMO), of which the City is a member, has established a Stormwater Impact Fund for projects that cannot meet the volume reduction requirements. The LRRWMO has also established a Volume Bank of available runoff retention Volume Credits. A sequencing process is outlined in the LRRWMO Third Generation Plan for utilizing the Volume Bank or paying into the Stormwater Impact Fund.

Sec. 117-392 (a) is hereby amended to read as follows (additions indicated as underline, deletions indicated as ~~strike-through~~):

(a) The applicant shall install, construct, or pay the city fees for all stormwater management facilities necessary to manage increased runoff, so that the discharge rates from stormwater treatment basins for the predevelopment 2, 10 and 100-year peak storm discharge rates are not increased. These predevelopment rates shall be based on the last ten years of how that land was used. Accelerated channel erosion must not occur as a result of the proposed land disturbing or development activity. An applicant may also make an in-kind or a monetary contribution to the development and maintenance of community stormwater management facilities designed to serve multiple land disturbing and development activities undertaken by one or more persons, including the applicant.

Sec. 117-392 (d) (2) is hereby amended to read as follows (additions indicated as underline, deletions indicated as ~~strike-through~~):

(2) Flow attenuation of treated stormwater by use of open vegetated swales and natural depressions, infiltration of the first one (1) inch of runoff from all impervious surfaces must be provided.

Sec. 117-392 (e) is hereby added to read as follows (additions indicated as underline):

(e) Permanent stormwater facilities shall be placed in drainage and utility easements. A stormwater facilities declaration and easement agreement shall be executed for all facilities that will be

maintained by the property owner. The form of the agreement shall follow the exhibit prepared by the LRRWMO. Stormwater facilities that will be maintained by the city shall be in drainage and utility easements dedicated to the City.

Sec. 117-395 (Vegetated Buffer Protection for Rivers, Streams and Wetlands) is hereby repealed in its entirety and Sections 117-396 to 117-405 are hereby renumbered as 117-395 to 117-404.

Chapter 117, Article II, Division 6 is hereby amended as follows (additions indicated as underline, deletions indicated as ~~strike-through~~):

Subdivision III - Illicit Discharge Elimination

117-412 - Purpose.

The purpose of this ordinance is to control or eliminate storm water pollution associated with illicit discharges that may occur within the city.

117-413 - Scope. The State of Minnesota requires illicit discharge limitations into surface waters; and the City Council desires to protect its surface waters; and to provide long-term planning to minimize the impact of illicit pollutants on storm water and groundwater; and to encourage "best management practices" for the control of these illicit discharges. This Subdivision outlines regulations to manage illicit storm water discharge within the city.

117-414 - Storm Water Planning and Development

(a) Administration. The City Engineer and authorized representatives shall administer, implement, and enforce the provisions of this Subdivision.

(b) Discharge to MS4 Prohibited.

(1) It is a violation for any person to introduce or cause to be introduced into the MS4 any discharge that is not entirely composed of stormwater.
(2) The following are considered exempt discharge activities from enforcement action for a violation of (b) (1):

a. A discharge authorized by, and in full compliance with a site specific NPDES permit such as a storm water management plan permit for construction activities.
b. A discharge or flow resulting from fire fighting by the Fire Department.
c. Agricultural storm water runoff.
d. A discharge or flow from water line flushing or disinfection that contains no harmful quantity of total residual chlorine or any other chemical used in line disinfection.
e. A discharge or flow from lawn watering or landscape irrigation.
f. A discharge or flow from a diverted stream flow or natural spring.
g. A discharge or flow from uncontaminated pumped groundwater or rising groundwater.
h. Uncontaminated groundwater infiltration.
i. Uncontaminated discharge or flow from a foundation drain, sump pump, or footing drain.
j. A discharge or flow from a potable water source not containing any harmful substance or material from the cleaning or draining of a storage tank or other container.
k. A discharge or flow from air conditioning condensation that is unmixed with water from a cooling tower, emissions scrubber, emissions filter, or any other source of pollutant.
l. A discharge or flow from a riparian habitat or wetland.

m. A discharge or flow from cold water (or hot water with prior permission of the City Engineer) used in street washing or cosmetic cleaning that is not contaminated with any soap, detergent, degreaser, solvent, emulsifier, dispersant, or any other harmful cleaning substance.
n. Drainage from a private residential swimming pool containing no harmful quantities of chlorine or other chemicals. Drainage from swimming pool filter backwash is prohibited.

(3) No exemption shall be allowed under (c) (2):

a. The discharge or flow in question has been determined by the City to be a source of a pollutant or pollutants to the waters of the State or to the MS4; and
b. Written notice of such determination has been provided to the discharger; and
c. The discharge has continued after the expiration of the time given in the notice to cease the discharge.

(4) It is a violation for any person to introduce or cause to be introduced into the MS4 any harmful quantity of any substance.

(c) Connection of Sanitary Sewer Prohibited.

(1) It shall be a violation for any person to connect a line conveying sewage to the MS4 or to allow such a connection to continue.

(d) Nuisances.

(1) An actual or threatened discharge to the MS4 that violates or would violate this Subdivision is hereby declared to be a nuisance.
(2) A line conveying sewage or designed to convey sewage that is connected to the MS4 is hereby declared to be a nuisance.

(e) Emergency Suspension of Utility Service and MS4 Access.

(1) Providing there are State regulations restricting the interruption of service, the City may, without prior notice, suspend water service, sanitary sewer service, and/or MS4 discharge access to a person discharging to the MS4 or Waters of the State when such suspension is necessary to stop an actual or threatened discharge which:
a. Presents or may present imminent and substantial danger to the environment or to the health or welfare of persons; or
b. Presents or may present imminent and substantial danger to the MS4 or Waters of the State.
(2) When the City Engineer determines that City-provided water and/or sanitary sewer service needs to be suspended pursuant to (f) (1), the City Engineer is empowered to order such suspension.
(3) As soon as is practicable after the suspension of service or MS4 discharge access, the City Engineer shall notify the violator of the suspension in person or by certified mail, return receipt requested, and shall order the violator to cease the discharge immediately. When time permits, the City Engineer should attempt to notify the violator prior to suspending service or access.
(4) If the violator fails to comply with an order issued under (f) (3), the City Engineer may take such steps deemed necessary to prevent or minimize damage to the MS4 or Waters of the State, or to minimize danger to persons.

(5) The City shall not reinstate suspended services or MS4 access to the violator until:
   a. The violator presents proof, satisfactory to the City Engineer, that the noncomplying discharge has been eliminated and its cause determined and corrected; and
   b. The violator pays the City for all costs the City incurred in responding to, abating, and remediating the discharge or threatened discharge; and
   c. The violator pays the City for all costs the City will incur in reinstating service or access.

(6) A violator whose service or access has been suspended or disconnected may appeal such enforcement action to the City Engineer, in writing, within ten (10) days of notice of the suspension.

(7) The City may obtain a lien against the property to recover its response costs.

(8) The remedies provided by this Section are in addition to any other remedies set out in this Subdivision. Exercise of this remedy shall not be a bar against, nor a prerequisite for, taking other action against a violator.

(f) Non-Emergency Suspension of Utility Service and MS4 Access.

(1) The City may terminate the City-provided water supply, sanitary sewer connection, and/or MS4 access any person discharging to the MS4 in violation of this Subdivision, if such termination would abate or reduce the illicit discharge.

(2) The City Engineer will notify a violator of the proposed termination of its water supply, sanitary sewer connection, and/or MS4 access. The violator may petition the City Engineer for reconsideration and a hearing before the City Council.

(3) The City shall not reinstate suspended services or MS4 access to the discharger until:
   a. The violator presents proof, satisfactory to the City Engineer, that the non-complying discharge has been eliminated and its cause determined and corrected; and
   b. The violator pays the City for all costs the City will incur in reinstating service or MS4 access.

(4) The remedies provided by this Section are in addition to any other remedies set out in this Subdivision. Exercise of this remedy shall not be a bar against, nor a prerequisite for, taking other action against a violator.

(5) It shall be a violation for any person to reinstate water service, sanitary sewer service, and/or MS4 access to premises that were terminated pursuant to this Subdivision without the prior approval of the City Engineer.

(g) The provisions of Section 1-7 (General Penalty; Continuing Violations) are hereby incorporated by reference, as though repeated verbatim herein.

SECTION 3. SUMMARY

The following is the official summary of Ordinance #13-01, which 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 and effect of Ordinance #13-01 to amend Ramsey, Minnesota City Code Chapter 117, Article II, Division 6 to:

- Incorporate water quality and volume control standards into the stormwater pollution control regulations.
- Remove vegetated buffer protection standards that are no longer applicable.
- Add Subdivision III, which shall regulate illicit discharges to Ramsey's Municipal Separate Storm Sewer System.

SECTION 4. EFFECTIVE DATE

The effective date of this Ordinance is thirty (30) days after its passage and publication, subject to City Charter Section 5.07.

Adopted by the Ramsey City Council the XXX day of XXXXXX, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction Date:
Posting Dates:
Adoption Date:
Publication Date:
Effective Date:

Commissioner Schiller agreed stating the existing building was becoming an eyesore and was in need of redevelopment.

Development Services Manager Gladhill commented the EDA was aware this retail area was in need of revitalization.

Mr. Erhart reiterated that the two proposals before the Commission this evening were mutually exclusive. He added that a great deal of retail had been moved to The COR and the City may have to reevaluate the needs at this site.

Chair Levine thanked the Commission, applicants and public for their input this evening.

5.03: Public Hearing: Consider Ordinance Amendments to Chapter 117 Related to Stormwater Controls and Illicit Discharges

Public Hearing

Chairperson Levine called the public hearing to order at 9:06 p.m.

Presentation

Associate Planner/Environmental Coordinator Anderson presented the staff report. He explained the City is required by the Minnesota Pollution Control Agency (MPCA) to maintain a Municipal Separate Storm Sewer System (MS4) permit, which outlines stormwater pollution control standards for new development. A requirement of the MS4 permit is incorporating into City Code illicit discharge standards, which means having regulations in place prohibiting the discharge of any substance other than stormwater into the storm sewer system.

Associate Planner/Environmental Coordinator Anderson stated The City is also a member of the Lower Rum River Watershed Management Organization (LRRWMO) which in 2012 adopted their 3rd Generation Watershed Management Plan, which includes certain new standards related to water quality and volume control that are presently not in City Code. Staff discussed the plan in further detail, the proposed ordinance amendments to Chapter 117 and recommended the Commission approve the proposed ordinance amendments related to stormwater management.

Chair Levine requested comment from the Civil Engineer Linton.

Civil Engineer II Linton recommended the Commission proceed with the proposed ordinance amendments to assure the City was in compliance with all stormwater management requirements both at the state and local levels. He discussed the amount of runoff from rainstorm events along with the current management of infiltration basins throughout the City.

Citizen Input

Commissioner Field requested further information on the definition of illicit discharge. He read the current definition for the Commission along with the numerical reference.

Associate Planner/Environmental Coordinator Anderson noted there was a type-o in this section and he would correct the referenced numerical mistake.

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

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

Chairperson Levine closed the public hearing closed at 9:25 p.m.

Commission Business

Commissioner Field expressed concern that the "type" and volume of illicit discharge was not clearly defined within the ordinance. He questioned if the document could be delayed to allow for further clarification.

Associate Planner/Environmental Coordinator Anderson explained this could impact development requests before the City at this time.

Civil Engineer II Linton discussed how the new stormwater regulations required that the runoff from a property could be no more after redevelopment than it was prior to the redevelopment.

Development Services Manager Gladhill described that the proposed revisions were funneled down to the City through new state regulations. He indicated that until the City was in compliance no new building permits could be approved.

Commissioner Field requested that the violation portion within this Ordinance be revisited by the Commission at a future date to allow for further discussion on this matter.

Civil Engineer II Linton discussed how illicit discharge concerns were addressed by staff with homeowners. He commented education was a large portion of the MS4 permits charge. He stated penalties were not the first step.

Associate Planner/Environmental Coordinator Anderson commented that repeat offenders could potentially be dealing with fines or penalties.

Development Services Manager Gladhill indicated there was always a right to appeal any charges of illicit discharge on behalf of the residents. This would then be reviewed by the City Engineer.

Commissioner Field thanked staff for clarification on this issue.

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to recommend that City Council adopt the Ordinance amending Subdivision II and adding Subdivision II to Chapter 117, Article II, Division of City Code, as amended.

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

5.04: Zoning Bulletins

Zoning Bulletins were noted.

6. COMMISSION / STAFF INPUT

6.01: New Development

Senior Planner Gladhill discussed several new developments that were before the City at this time. He commented a work session meeting was proposed for February 11th or February 21st. He requested the Commission review their schedules and respond back to staff.

7. ADJOURNMENT

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

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

The special meeting of the Planning Commission adjourned at 9:41 p.m.

Respectfully submitted,

_____

Tim Gladhill
Development Services Manager

ATTEST:

_____

JoAnn Shaw
Planning Division Secretary

DRAFT

CC Regular Session **4. 12.**

Meeting Date: 02/12/2013

By: Jackie Lipski, Finance

Information

Title:

Adopt Resolution 13-02-030 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 18, 2013 through February 6, 2013

Funding Source:

N/A

Council Action:

Motion to Adopt Resolution 13-02-030 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 18, 2013 through February 6, 2013.

Attachments

Bills List 2/12/2013

Resolution 2/12/2013

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	02/06/2013 10:44 AM
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:23 PM

Form Started By: Jackie Lipski Started On: 02/06/2013 10:35 AM

Final Approval Date: 02/07/2013

CITY OF RAMSEY - FINANCE OFFICE Printed 2/6/2013

RAMSEY CITY COUNCIL MEETING

2/12/2013

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 1/18/13-2/6/13	817,775.89
Accounts Payable 1/18/13-2/6/13	338,145.60
Payroll 1/31/13	114,507.13

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 1,270,428.62**

	APPROVED PREV. MTG	2012 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:		
NET PAYROLL TOTAL	$ 148,421.99	$ 254,968.88
- CORRECTION TO PAYROLL		
PREPAIDS		
- PREPAID ADJUSTMENTS	174,793.04	228,348.58
WIRE TRANSFERS FOR DEBT SERVICE	407,056.25	407,056.25
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	167,809.29	194,877.80
ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)	64,990.54	64,990.54
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 963,071.11**	**$ 1,150,242.05**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
90653	**1/17/2013**		**100404 CENTURYLINK**						
		307.08	JAN 2013 BILLING		66041	612 E34-0544 018 JAN 13	0192.6321		TELEPHONE
		307.08	JAN 2013 BILLING		66042	612 E34-0550 637 JAN13	0192.6321		TELEPHONE
		307.08	JAN 13 BILLING		66043	612 E34-0549 596 JAN 13	0192.6321		TELEPHONE
		921.24							
90654	**1/17/2013**		**110734 CITY OF RAMSEY**						
		24.00	651515334		66046	011713	9601.4651		WATER REVENUE
		24.00							
90655	**1/17/2013**		**100413 RANDALL AND GOODRICH, P L .C**						
		2,891.80	JAN 13 PROSECUTION BILLING		66044	011613	0161.6304		LEGAL FEES
		2,891.80							
90656	**1/17/2013**		**100290 USA MOBILITY INC**						
		6.36	JAN 13 BILLING		66045	W0317755A	0311.6323		CELLULAR PHONES
		168.60	JAN 13 BILLING		66045	W0317755A	0220.6249		MISCELLANEOUS OPERATING
		174.96							
90657	**1/18/2013**		**107962 GENESIS EMPLOYEE BENEFITS**						
		3,875.00			66029	01161313300010	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,875.00							
90658	**1/18/2013**		**100257 LAW ENFORCEMENT LABOR SRV INC**						
		405.00			65851	0102131542232	9101.2177		UNION DUES
		405.00			66036	0116131330005	9101.2177		UNION DUES
		810.00							
90659	**1/18/2013**		**100298 MN AFSCME COUNCIL 5**						
		468.40			65852	0102131542233	9101.2177		UNION DUES
		468.40			66037	0116131330006	9101.2177		UNION DUES
		936.80							
90740	**1/23/2013**		**113445 PERSHING, LLC**						
		5,207.88	PURCHASE PALATINE III/WITTENBE		66071	012313	9701.4701		INTEREST ON INVESTMENTS
		15,132.20	PURCHASE PALATINE III/WITTENBE		66071	012313	9701.4701		INTEREST ON INVESTMENTS
		495,000.00	PURCHASE PALATINE III/WITTENBE		66071	012313	9701.1038		JURAN & MOODY - INVESTMEI
		515,340.08							
90741	**1/24/2013**		**113520 ALL AMERICAN COMMERCIAL TITLE**						
		261.71	UB REFUND 7815 RIVERDALE ROAD		66080	012313	9601.4651		WATER REVENUE
		261.71							
90742	**1/24/2013**		**113522 ALLIANCE TITLE LLC**						
		7.46	UB REFUND 9101 168TH AVE NW		66081	012313	9601.4651		WATER REVENUE
		7.46							
90743	**1/24/2013**		**100035 ANOKA COUNTY CENTRAL COMMUNICA**						
		540.23	DEC 2012 WIRELESS ACCESS		66072	2012-388	0211.6415		OTHER EQUIPMENT RENTAL
		900.00	OCT-DEC 2012 ACCESS FEES		66073	2012-378	0211.6413		OFFICE EQUIPMENT RENTAL
		1,440.23							
90744	**1/24/2013**		**100052 ANOKA POLICE DEPARTMENT**						
		1,090.00	DEC 2012 ANIMAL CONTAINMENT		66074	010413	0270.6489		OTHER CONTRACTED SERVIC

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		1,090.00							
90745	1/24/2013		100063 ASPEN MILLS						
		1,152.25	UNIFORM- S. SCHLENDER		66075	130220-2012	0211.6231		UNIFORMS & TURN-OUT GEAF
		981.30	UNIFORM- S. SCHLENDER		66082	130220-2013	0211.6231		UNIFORMS & TURN-OUT GEAF
		2,133.55							
90746	1/24/2013		106564 BLUE CROSS BLUE SHIELD						
		50,110.00	FEB 2013 MEDICAL COVERAGE		66102	LOG41-E1 5 FEB 2013	9101.2176		LIFE/HEALTH-EMPLOYEE
		50,110.00							
90747	1/24/2013		113521 BOJE, LISA						
		425.02	UB REFUND 7654 147TH LANE		66084	012313	9601.4651		WATER REVENUE
		425.02							
90748	1/24/2013		100619 BRAUN INTERTEC CORPORATION						
		2,480.00	SERVICES THROUGH 11-2012		66076	363347	9230.6315		MISCELLANEOUS PROFESSIO
		2,480.00							
90749	1/24/2013		100306 BUREAU OF CRIMINAL APPREHENSIO						
		390.00	OCT- DEC 12 BILLING		66079	00000098770	0211.6413		OFFICE EQUIPMENT RENTAL
		390.00							
90750	1/24/2013		100297 CENTERPOINT ENERGY						
		231.73	DEC 12- JAN 13 14515 E TOWN		66077	8782239-1 DEC 12	9601.6373		GAS
		363.50	DEC 12- JAN 13 6701 HIWAY 10		66078	6011580-5 DEC 12	9410.6373	00041012	GAS
		595.23							
90751	1/24/2013		110734 CITY OF RAMSEY						
		15.52	721356		66085	012313	9601.4651		WATER REVENUE
		20.00	53314348		66085	012313	9601.4651		WATER REVENUE
		180.00	669524096		66085	012313	9601.4651		WATER REVENUE
		215.52							
90752	1/24/2013		106583 DELTA DENTAL PLAN OF MINNESOTA						
		1,714.30	FEB 2013 DENTAL COVERAGE		66086	5039368	9101.2170		DENTAL/DISABILITY/LIFE
		1,714.30							
90753	1/24/2013		100870 EDINA REALTY TITLE						
		116.74	UB REFUND 16320 URANIUM ST NW		66087	012313	9601.4651		WATER REVENUE
		287.12	UB REFUND 5241 148TH AVE NW		66088	012313A	9601.4651		WATER REVENUE
		403.86							
90754	1/24/2013		111356 EXECUTIVE TITLE						
		651.44	UB REFUND 15416 SODIUM ST		66089	012313	9601.4651		WATER REVENUE
		651.44							
90755	1/24/2013		113517 FIRST AMERICAN TITLE						
		110.88	UB REFUND 6820 159TH AVE		66090	012313	9601.4651		WATER REVENUE
		110.88							
90756	1/24/2013		112953 G B HOMES						
		125.21	UB REFUND 15448 FLOURINE ST		66091	012313	9601.4651		WATER REVENUE
		125.21							

CITY OF RAMSEY

Council Check Register

1/17/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
90757	**1/24/2013**		**113478 JD REO SERVICES**						
		39.69	UB REFUND 5661 146TH CIRCLE		66092	012313	9601.4651		WATER REVENUE
		11.82	UB REFUND 16158 NOWTHEN BLVD		66093	012313A	9601.4651		WATER REVENUE
		51.51							
90758	**1/24/2013**		**113464 LAND TITLE ESCROW ACCOUNT**						
		200.69	UB REFUND 5020 143RD LANE		66094	012313	9601.4651		WATER REVENUE
		200.69							
90759	**1/24/2013**		**111865 LIBERTY TITLE INC**						
		15.26	UB REFUND 14759 PERIDOT ST		66095	012313	9601.4651		WATER REVENUE
		56.83	UB REFUND 15414 FLUORINE ST		66096	012313A	9601.4651		WATER REVENUE
		72.09							
90760	**1/24/2013**		**111999 MEADOW CREEK BUILDERS INC**						
		30.48	UB REFUND 15231 HELIUM ST		66097	012313	9601.4651		WATER REVENUE
		30.48							
90761	**1/24/2013**		**111877 MORTGAGE SERVICES**						
		604.93	UB REFUND 13922 IRONSTONE TER		66098	012313	9601.4651		WATER REVENUE
		604.93							
90762	**1/24/2013**		**113519 SAFEGUARD PROPERTIES**						
		235.31	UB REFUND 14693 WACO ST		66099	012413	9601.4651		WATER REVENUE
		235.31							
90763	**1/24/2013**		**113518 SIEH, BRENDA**						
		150.00	UB REFUND 15419 RADIUM ST		66100	012313	9601.4651		WATER REVENUE
		150.00							
90764	**1/24/2013**		**100510 VERIZON WIRELESS**						
		26.02	DEC 2012 BILLING		66101	2855791424	0301.6323		CELLULAR PHONES
		26.02	DEC 2012 BILLING		66101	2855791424	0111.6249		MISCELLANEOUS OPERATING
		52.04	DEC 2012 BILLING		66101	2855791424	0130.6323		CELLULAR PHONES
		104.08							
90765	**1/31/2013**		**100031 ANOKA COUNTY**						
		55.00	LOCAL GOVT. MEETING (5)		66136	012413	0111.6335		TRAINING
		55.00							
90766	**1/31/2013**		**100297 CENTERPOINT ENERGY**						
		4,780.38	DEC 12 GAS 7550 SUNWOOD DR		66140	6702493-5 DEC 12	0194.6373		GAS
		4,780.38							
90767	**1/31/2013**		**110734 CITY OF RAMSEY**						
		21.53	387873904		66137	013113	9601.4651		WATER REVENUE
		132.86	689292819		66137	013113	9601.4651		WATER REVENUE
		154.39							
90768	**1/31/2013**		**100116 CONNEXUS ENERGY**						
		13.79	DEC 12- TREE LIGHTS SUNWOOD DR		66141	444931-303785DEC 12	0311.6371		ELECTRIC UTILITIES
		13.79							
90769	**1/31/2013**		**100678 PETTY CASH**						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		2.39	SQUAD SUPPLIES		66138	013113	0211.6249		MISCELLANEOUS OPERATING
		3.95	CC GET WELL CARD		66138	013113	0111.6249		MISCELLANEOUS OPERATING
		4.27	WALL CALENDAR		66138	013113	0153.6208		MISCELLANEOUS OFFICE SUF
		5.00	PARKING FEES		66138	013113	0211.6331		TRAVEL & LODGING
		5.39	CC DESSERT		66138	013113	0111.6249		MISCELLANEOUS OPERATING
		10.00	C.P. TOBACCO CHECKER CERT		66138	013113	0280.6241		COMMUNITY POLICING SUPPL
		11.00	CONTRACTED SERVICES		66138	013113	0211.6489		OTHER CONTRACTED SERVIC
		24.00	PARKING FEES/TRAINING		66138	013113	0211.6331		TRAVEL & LODGING
		66.00							
90770	**1/31/2013**		**113530 PINE COUNTY SHERIFFS OFFICE**						
		100.00	RE: EVALUATION CORY GARDER		66139	013012	0211.6305		MEDICAL/PSYCHOLOGICAL FE
		100.00							
90771	**1/31/2013**		**100413 RANDALL AND GOODRICH, P L .C**						
		55.00	DEC 12 CIVIL BILLING		66142	013013	0295.6304		LEGAL FEES
		220.00	DEC 12 CIVIL BILLING		66142	013013	9410.6304	00041014	LEGAL FEES
		394.00	DEC 12 CIVIL BILLING		66142	013013	9496.6304		LEGAL FEES
		4,975.25	DEC 12 CIVIL BILLING		66142	013013	0161.6304		LEGAL FEES
		5,644.25							
90772	**2/5/2013**		**111364 ASSURANT EMPLOYEE BENEFITS**						
		1,181.40	FEB 2013 BILLING		66144	5413144FEB13	9101.2170		DENTAL/DISABILITY/LIFE
		1,181.40							
90773	**2/5/2013**		**103544 BREEZY POINT RESORT**						
		290.32	13 SURVEY WRKSHP-A. MADSEN		66145	020113	0301.6331		TRAVEL & LODGING
		290.32	13 SURVEY WRKSHP- M. MCDOWALL		66146	020113A	0301.6331		TRAVEL & LODGING
		580.64							
90774	**2/5/2013**		**100112 COMMISSIONER OF TRANSPORTATION**						
		85.00	13 SURVEY TECH WRKSHP A. MADSE		66147	020113	0301.6335		TRAINING
		85.00							
90775	**2/5/2013**		**100112 COMMISSIONER OF TRANSPORTATION**						
		85.00	13 SURVEY TECH WKSP M. MCDOWAL		66148	02012013A	0301.6335		TRAINING
		85.00							
90776	**2/5/2013**		**113531 KURO FITNESS INC**						
		35,000.00	BUSINESS REVOLVING LOAN		66149	020512	9232.1161		NOTES RECEIVABLE
		35,000.00							
90777	**2/5/2013**		**100288 METRO NORTH CHAMBER OF COMMERC**						
		20.00	BUSINESS AWARDS MTG- ULRICH/WA		66150	013013	0130.6335		TRAINING
		20.00	BUSINESS AWARDS MTG- ULRICH/WA		66150	013013	0211.6335		TRAINING
		40.00							
90778	**2/5/2013**		**100621 MN DNR ECO WATERS**						
		12,145.00	2012 DNR WATER APP. PERMIT		66143	013113	9601.6439		OTHER MISCELLANEOUS
		12,145.00							
90779	**2/5/2013**		**100351 NCPERS MINNESOTA**						
		368.00	FEB 2013 BILLING		66151	7048213FEB13	9101.2170		DENTAL/DISABILITY/LIFE
		368.00							
90780	**2/5/2013**		**100413 RANDALL AND GOODRICH, P L .C**						
		2,833.00	JAN 13 PROSECUTION BILLING		66152	013113	0161.6304		LEGAL FEES

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		2,833.00							
90781	**2/5/2013**		**101103 SPRINT**						
		47.50	DEC-JAN 13 BILLING		66153	570683319-134	0191.6323		CELLULAR PHONES
		54.85	DEC-JAN 13 BILLING		66153	570683319-134	0111.6249		MISCELLANEOUS OPERATING
		81.16	DEC-JAN 13 BILLING		66153	570683319-134	0130.6323		CELLULAR PHONES
		111.10	DEC-JAN 13 BILLING		66153	570683319-134	0194.6323		CELLULAR PHONES
		157.59	DEC-JAN 13 BILLING		66153	570683319-134	0220.6323		CELLULAR PHONES
		196.05	DEC-JAN 13 BILLING		66153	570683319-134	0301.6323		CELLULAR PHONES
		216.46	DEC-JAN 13 BILLING		66153	570683319-134	9601.6323		CELLULAR PHONES
		222.60	DEC-JAN 13 BILLING		66153	570683319-134	0311.6323		CELLULAR PHONES
		243.30	DEC-JAN 13 BILLING		66153	570683319-134	0452.6323		CELLULAR PHONES
		616.77	DEC-JAN 13 BILLING		66153	570683319-134	0211.6323		CELLULAR PHONES
		1,947.38							
90236721	**1/17/2013**		**100398 PUBLIC EMPLOYEES RETIREMENT AS**						
		50.00			65999	0115131249483	9101.2174		PERA-EMPLOYEE
		50.00			66000	0115131249484	9101.2183		PERA-EMPLOYER
		12,538.92			66038	0116131330007	9101.2174		PERA-EMPLOYEE
		16,794.52			66039	0116131330008	9101.2183		PERA-EMPLOYER
		29,433.44							
90237969	**1/31/2013**		**100398 PUBLIC EMPLOYEES RETIREMENT AS**						
		12,682.20			66130	0130131001075	9101.2174		PERA-EMPLOYEE
		17,016.76			66131	0130131001076	9101.2183		PERA-EMPLOYER
		29,698.96							
92065833	**1/17/2013**		**100113 BANK OF THE WEST**						
		1,519.53			65941	011513953231	9101.2171		FEDERAL WITHHOLDING
		3,043.82			65942	011513953232	9101.2173		FICA & MEDICARE-EMPLOYEE
		3,043.82			65943	011513953233	9101.2182		FICA & MEDICARE-EMPLOYER
		392.92			65997	0115131249481	9101.2173		FICA & MEDICARE-EMPLOYEE
		392.92			65998	0115131249482	9101.2182		FICA & MEDICARE-EMPLOYER
		17,040.74			66028	0116131330001	9101.2171		FEDERAL WITHHOLDING
		7,942.02			66033	0116131330002	9101.2173		FICA & MEDICARE-EMPLOYEE
		7,942.02			66034	0116131330003	9101.2182		FICA & MEDICARE-EMPLOYER
		41,317.79							
94101083	**1/31/2013**		**100113 BANK OF THE WEST**						
		18,561.31			66126	0130131001071	9101.2171		FEDERAL WITHHOLDING
		8,327.92			66127	0130131001072	9101.2173		FICA & MEDICARE-EMPLOYEE
		8,327.92			66128	0130131001073	9101.2182		FICA & MEDICARE-EMPLOYER
		35,217.15							
94438144	**1/17/2013**		**100601 MN DEPT OF REV WH**						
		835.99			65944	011513953234	9101.2172		STATE WITHHOLDING
		16.27			66001	0115131249485	9101.2172		STATE WITHHOLDING
		7,165.64			66040	0116131330009	9101.2172		STATE WITHHOLDING
		8,017.90							
96174726	**1/17/2013**		**110305 HARTFORD LIFE INSURANCE COMPAN**						
		487.21			65848	01021315422311	9101.2176		LIFE/HEALTH-EMPLOYEE
		579.19			66030	01161313300011	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,066.40							
96901248	**1/31/2013**		**100601 MN DEPT OF REV WH**						
		7,732.38			66132	0130131001077	9101.2172		STATE WITHHOLDING

CITY OF RAMSEY

Council Check Register

1/17/2013 – 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		7,732.38							
99011751	**1/17/2013**		**111465 STATE STREET BANK**						
		2,579.00			66031	01161313300012	9101.2175		DEFERRED COMPENSATION
		2,579.00							
99011754	**1/17/2013**		**111465 STATE STREET BANK**						
		417.12			66032	01161313300013	9101.2176		LIFE/HEALTH-EMPLOYEE
		417.12							
99011813	**1/18/2013**		**100629 MN DEPT OF REV SALES TX**						
		.71-	DEC12 SALES,USE,TRANS TAX		66047	DEC12 SALES,USE,TRANS TAX	9101.4308		SALES OF MAPS & PUBLICATI(
		1.05	DEC12 SALES,USE,TRANS TAX		66047	DEC12 SALES,USE,TRANS TAX	9101.4609		OTHER MISCELLANEOUS REV
		137.13	DEC12 SALES,USE,TRANS TAX		66047	DEC12 SALES,USE,TRANS TAX	9601.2082		SALES/USE TAX PAYABLE
		937.53	DEC12 SALES,USE,TRANS TAX		66047	DEC12 SALES,USE,TRANS TAX	9101.2082		SALES/USE TAX PAYABLE
		1,075.00							
99013151	**1/31/2013**		**111465 STATE STREET BANK**						
		2,704.00			66133	0130131001078	9101.2175		DEFERRED COMPENSATION
		2,704.00							
99013154	**1/31/2013**		**111465 STATE STREET BANK**						
		411.98			66134	0130131001079	9101.2176		LIFE/HEALTH-EMPLOYEE
		411.98							
99122812	**1/18/2013**		**100219 HOME DEPOT COMMERCIAL ACCT PRO**						
		86.46	DEC 2012 BILLING		66048	122812	0311.6229		SHOP MATERIALS
		109.35	DEC 2012 BILLING		66048	122812	0194.6281		SMALL TOOLS & MINOR EQUIF
		273.03	DEC 2012 BILLING		66048	122812	0452.6249		MISCELLANEOUS OPERATING
		468.84							
99716118	**1/17/2013**		**100223 ICMA RETIREMENT TRUST 457**						
		1,989.66			66035	0116131330004	9101.2175		DEFERRED COMPENSATION
		1,989.66							
99722136	**1/31/2013**		**100223 ICMA RETIREMENT TRUST 457**						
		1,989.66			66129	0130131001074	9101.2175		DEFERRED COMPENSATION
		1,989.66							
		817,775.89	Grand Total						

Payment Instrument Totals	
Check Total	653,656.61
Transfer Total	164,119.28
Total Payments	817,775.89

R04570

CITY OF RAMSEY

Create Payment Control Groups

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2013	

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100012	ACE SOLID WASTE INC	TRASH FD	PV	66212	001	09101	2/1/2013	0010136928	26.75
	ACE SOLID WASTE INC					Summary Total			26.75
	6601 MCKINLEY STREET NW	CITY- RECYCLE FEB 2013	PV	66213	001	09604	2/1/2013	0010136337	23,617.70
	RAMSEY MN 55303					Summary Total			23,617.70
						Payment Amount			23,644.45
100013	ADVANCE CONSULTING GROUP INC	JAN 2013 BILLING	PV	66214	001	09230	2/3/2013	020313	2,187.00
	ADVANCE CONSULTING GROUP INC 13868 CRANE STREET NW SUITE 100 ANDOVER MN 55304					Summary Total			2,187.00
						Payment Amount			2,187.00
100017	AIRGAS NORTH CENTRAL	MISC GAS CYLINDERS	PV	66154	001	09101	12/31/2012	9906651664	23.20
	AIRGAS NORTH CENTRAL PO BOX 802588 CHICAGO IL 60680-2588					Summary Total			23.20
						Payment Amount			23.20
104188	ALL BRITE GRAPHICS INC	JAN/FEB 2013 RAMSEY RESIDENT	PV	66103	001	09101	1/11/2013	43348	693.00
	ALL BRITE GRAPHICS INC 6320 NW HIGHWAY 10 ANOKA MN 55303					Summary Total			693.00
						Payment Amount			693.00
110744	ALLINA HEALTH SYSTEM	EMT CLASS-12/20/2012	PV	66155	001	09101	12/31/2012	II10016491	996.00
	ALLINA HEALTH SYSTEM					Summary Total			996.00
	LAWSON MISC BILLING	EMS TRAINING JAN-MAR 13	PV	66185	001	09101	1/1/2013	II10016506	1,413.56
	NW 7710 P O BOX 9383 MINNEAPOLIS MN 55440-9383					Summary Total			1,413.56
						Payment Amount			2,409.56
106641	AMERICAN PRESSURE INC	SWIVEL	PV	66256	001	09101	1/30/2013	71508	64.13

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2013	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	AMERICAN PRESSURE INC 3810 W BROADWAY ROBBINSDALE MN 55422			Summary Total					64.13
				Payment Amount					64.13
108664	AMERICAN VENDING INC	WATER FILTER	PV	66252	001	09101	1/23/2013	7065	255.22
	AMERICAN VENDING INC 10787 93RD AVENUE N MAPLE GROVE MN 55369			Summary Total					255.22
				Payment Amount					255.22
100029	ANOKA AREA CHAMBER OF COMMERCE	GALA FUND RAISER 2013	PV	66215	001	09101	1/21/2013	18463	500.00
	ANOKA AREA CHAMBER OF COMMERCE 12 BRIDGE SQUARE ANOKA MN 55303			Summary Total					500.00
				Payment Amount					500.00
100040	ANOKA COUNTY FIRE PROTECTION COUNCIL	ANNUAL DUES 2013	PV	66216	001	09101	2/5/2013	020513	210.00
	ANOKA COUNTY FIRE PROTECTION COUNCIL C/O TODD WILLIAMS 11155 ROBINSON DRIVE NW COON RAPIDS MN 55433			Summary Total					210.00
				Payment Amount					210.00
100048	ANOKA COUNTY TREASURER GIS DEPT	RENEW GIS DATABASE 2013	PV	66049	001	09101	1/11/2013	224369	250.00
	ANOKA COUNTY TREASURER GIS DEPT 2100 - 3RD AVENUE ANOKA MN 55303			Summary Total					250.00
				Payment Amount					250.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	2012 CREDIT REPORTS	PV	66156	001	09101	1/30/2013	78632	14.37
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303			Summary Total					14.37
				Payment Amount					14.37

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2013

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
106761	ASPEN EQUIPMENT CO	KNIFE SHARPENING	PV	66104	001	09101	1/16/2013	10111027	56.76
				Summary Total					56.76
	ASPEN EQUIPMENT CO 9150 PILLSBURY AVE SO BLOOMINGTON MN 55420								
				Payment Amount					56.76
100063	ASPEN MILLS	RE: N. STOLP MISC	PV	66050	001	09101	1/11/2013	129349	146.00
				Summary Total					146.00
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432	MISC FOR EXPLORERS	PV	66051	001	09101	1/10/2013	130217	122.90
				Summary Total					122.90
		RE:N. STOLP MISC	PV	66052	001	09101	1/10/2013	130216	104.45
				Summary Total					104.45
		RE: N. STOLP	PV	66053	001	09101	1/10/2013	130218	81.45
				Summary Total					81.45
		RE: T. FRANKFURTH MISC	PV	66054	001	09101	1/10/2013	130219	14.64
				Summary Total					14.64
		DWYER/PATROL/RESERVES	PV	66055	001	09101	1/11/2013	129348	427.18
				Summary Total					427.18
		M. KOHNER MISC ITEMS	PV	66186	001	09101	1/10/2013	130214	109.60
				Summary Total					109.60
		M. NELSON MISC	PV	66187	001	09101	1/10/2013	130215	64.50
				Summary Total					64.50
				Payment Amount					1,070.72
101084	BATTERIES PLUS STORE	BATTERY FOR 364	PV	66056	001	09101	1/10/2013	033-851171	232.98
				Summary Total					232.98
	BATTERIES PLUS STORE 18180 ZANE STREET NW ELK RIVER MN 55330								
				Payment Amount					232.98
106346	BAUER BUILT INCORPORATED	TIRE REPAIR ON 634	PV	66105	001	09605	1/15/2013	940013635	1,853.32
				Summary Total					1,853.32
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR BLAINE MN 55449								
				Payment Amount					1,853.32

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Originator	JLIPSKI	
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Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
103641	BOYER TRUCKS ROGERS	MISC PARTS 630	PV	66217	001	09101	1/25/2013	123978R	270.03
					Summary Total				270.03
	BOYER TRUCKS 2601 NE BROADWAY MINNEAPOLIS MN 55413								
					Payment Amount				270.03
100095	BRIGGS AND MORGAN PA INC	NOV/DEC 2012 SERVICES RTC	PV	66157	001	09295	1/25/2013	515113	1,522.50
					Summary Total				1,522.50
	BRIGGS AND MORGAN P O BOX 64591	MASTER DECLARATION NOV 2012	PV	66158	001	09295	1/25/2013	515108	109.50
	ST PAUL MN 55164-0591				Summary Total				109.50
		COR FIVE- DEC 2012 SERVICES	PV	66159	001	09468	1/25/2013	515112	122.50
					Summary Total				122.50
		RE: EDGEWOOD GROUP DEC 2012	PV	66160	001	09468	1/25/2013	515111	962.50
					Summary Total				962.50
		COR THREE DEC 2012 SERVICES	PV	66161	001	09468	1/25/2013	515109	70.00
					Summary Total				70.00
		COR TWO NOV 2012 SERVICES	PV	66162	001	09468	1/25/2013	515110	6,787.70
					Summary Total				6,787.70
					Payment Amount				9,574.70
110536	CBIZ FINANCIAL SOLUTIONS INC	REBA FEES THROUGH DEC 2012	PV	66164	001	09101	12/31/2012	19954-4A12	28.35
					Summary Total				28.35
	CBIZ FINANCIAL SOLUTIONS INC P O BOX 643792 CINCINNATI OH 45264-3792								
					Payment Amount				28.35
107791	CERTIFIED APPRAISAL SERVICES	RE 14280 AZURITE ST	PV	66218	001	09230	2/4/2013	13JAN31M	1,200.00
					Summary Total				1,200.00
	CERTIFIED APPRAISAL SERVICES INC 13016 OWATONNA STREET NE BLAINE MN 55449								
					Payment Amount				1,200.00

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113528	CLUTCH AND U-JOINT/PROVEN FORCE	CLUTCH COVER/DISC	PV	66188	001	09101	1/17/2013	760161	71.07
	CLUTCH AND U-JOINT/PROVEN FORCE	CLUTCH COVER/DISC	PV	66188	002	09101	1/17/2013	760161	71.07
	11071 93RD AVENUE N. SUITE A RAMSEY MN 55369				Summary Total				142.14
					Payment Amount				142.14
100116	CONNEXUS ENERGY	JAN 13 MISC TRAFFIC SIGNALS	PV	66219	001	09101	1/21/2013	759126-303100JAN13	438.67
	CONNEXUS ENERGY				Summary Total				438.67
	PO BOX 1808	STREET LIGHTS	PV	66220	001	09603	1/21/2013	759126-303101JAN13	10,041.49
	MINNEAPOLIS MN 55480-1808				Summary Total				10,041.49
		SIRENS	PV	66221	001	09101	1/21/2013	759126-303095JAN13	90.78
					Summary Total				90.78
		MISC PW ACCOUNTS	PV	66222	001	09101	1/21/2013	759126-303106JAN13	758.08
		MISC PW ACCOUNTS	PV	66222	002	09101	1/21/2013	759126-303106JAN13	252.69
		MISC PW ACCOUNTS	PV	66222	003	09101	1/21/2013	759126-303106JAN13	252.69
		MISC PW ACCOUNTS	PV	66222	004	09101	1/21/2013	759126-303106JAN13	252.69
		MISC PW ACCOUNTS	PV	66222	005	09101	1/21/2013	759126-303106JAN13	1,330.98
					Summary Total				2,847.13
		MISC CITY ACCOUNTS JAN 13	PV	66250	001	09230	1/21/2013	759126-303107JAN13	83.92
		MISC CITY ACCOUNTS JAN 13	PV	66250	002	09230	1/21/2013	759126-303107JAN13	40.01
		MISC CITY ACCOUNTS JAN 13	PV	66250	003	09230	1/21/2013	759126-303107JAN13	546.84
		MISC CITY ACCOUNTS JAN 13	PV	66250	004	09230	1/21/2013	759126-303107JAN13	2,161.29
		MISC CITY ACCOUNTS JAN 13	PV	66250	005	09230	1/21/2013	759126-303107JAN13	5,312.95
		MISC CITY ACCOUNTS JAN 13	PV	66250	006	09230	1/21/2013	759126-303107JAN13	5,897.88
		MISC CITY ACCOUNTS JAN 13	PV	66250	007	09230	1/21/2013	759126-303107JAN13	81.65
		MISC CITY ACCOUNTS JAN 13	PV	66250	008	09230	1/21/2013	759126-303107JAN13	122.48
					Summary Total				14,247.02
					Payment Amount				27,665.09
100122	COOP'S LOCKSMITH SERVICES	KEYS FOR PW	PV	66135	001	09101	1/14/2013	39329	119.70

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	COOP'S LOCKSMITH SERVICES 220 WEST MAIN STREET RAMSEY MN 55303			Summary Total					119.70
				Payment Amount					119.70
100124	COTTEN'S INC	U- JOINT 655	PV	66257	001	09101	1/30/2013	921710	25.84
	COTTEN'S INC 733 EAST RIVER ROAD ANOKA MN 55303			Summary Total					25.84
				Payment Amount					25.84
100125	COUNTRYSIDE PRINTING INC	LETTERHEAD	PV	66057	001	09101	1/7/2013	31416	180.62
				Summary Total					180.62
	COUNTRYSIDE PRINTING 6250 BUNKER LAKE BLVD NW	WINDOW ENVELOPES PD	PV	66189	001	09101	1/24/2013	31451	293.91
	SUITE 113 RAMSEY MN 55303			Summary Total					293.91
		BUS CARDS- J. THIELING	PV	66224	001	09101	1/25/2013	31460	41.68
				Summary Total					41.68
		ENVELOPES- FINANCE	PV	66225	001	09101	1/24/2013	31457	197.72
				Summary Total					197.72
		ENVELOPES -FD	PV	66251	001	09101	1/24/2013	31452	426.43
				Summary Total					426.43
				Payment Amount					1,140.36
100127	CROW RIVER FARM EQUIPMENT COMPANY	MISC BAR AND TUBING	PV	66227	001	09101	1/24/2013	159011	30.18
	CROW RIVER FARM EQUIPMENT COMPANY	MISC BAR AND TUBING	PV	66227	002	09101	1/24/2013	159011	30.18
	17685 - 53RD STREET NE ROGERS MN 55374			Summary Total					60.36
				Payment Amount					60.36
107322	CURTIS, CHRIS	UNIFORM REIMBUSEMENT	PV	66226	001	09101	1/31/2012	013112	169.74
	CHRIS CURTIS 13854 191ST COURT NW ELK RIVER MN 55330			Summary Total					169.74
				Payment Amount					169.74

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100144	DEHN OIL COMPANY	LUBRICANTS	PV	66107	001	09101	1/22/2013	25022551	418.52
				Summary Total					418.52
	DEHN OIL COMPANY 6735 141ST AVENUE NW	DIESEL	PV	66228	001	09101	1/28/2013	19097	3,217.25
	RAMSEY MN 55303			Summary Total					3,217.25
		DIESEL	PV	66229	001	09101	1/28/2013	19098	692.02
				Summary Total					692.02
				Payment Amount					4,327.79
101185	DO ALL PRINTING COM INC	STORAGE FOR LEASE BANNER	PV	66058	001	09230	1/18/2013	19130	106.88
	DO ALL PRINTING COM INC 6360 HIGHWAY 10 NW RAMSEY MN 55303			Summary Total					106.88
				Payment Amount					106.88
113509	DUCKOR AND ASSOCIATES INC	CONSULTING SERVICES	PV	66059	001	09101	1/14/2013	2020	9,375.00
	DUCKOR AND ASSOCIATES INC 3141 DEAN COURT SUITE 804 MINNEAPOLIS MN 55416			Summary Total					9,375.00
				Payment Amount					9,375.00
100158	ECM PUBLISHERS INC	HEAR-SEASONS OF RAMSEY	PV	66108	001	09804	1/18/2013	01809840	71.75
	ECM PUBLISHERS INC			Summary Total					71.75
	4095 COON RAPIDS BLVD	HEAR-STORMWATER ORD.	PV	66109	001	09101	1/18/2013	01809741	61.50
	COON RAPIDS MN 55433			Summary Total					61.50
		AD-BOARDS/COMMISSIONS	PV	66230	001	09101	1/11/2013	01809461	82.00
				Summary Total					82.00
		RE CHARTER COMMISSION	PV	66231	001	09101	1/11/2013	01809462	102.50
				Summary Total					102.50
				Payment Amount					317.75
106528	ELDER JONES	CANCELLED PERMITRA024842	PV	66190	001	09101	1/25/2013	012513	69.00
	ELDER JONES			Summary Total					69.00

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	1120 EAST 80TH STREET BLOOMINGTON MN 55420-1498								
				Payment Amount					69.00
100167	ELK RIVER FORD INC	REPAIR 301	PV	66060	001	09101	1/9/2013	16040042/1	130.50
	ELK RIVER FORD INC	REPAIR 301	PV	66060	002	09101	1/9/2013	16040042/1	50.49
	17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330			Summary Total					180.99
				Payment Amount					180.99
100169	EMERGENCY APPARATUS MAINTENANCE INC	WORK ON 556	PV	66165	001	09101	12/31/2012	65341	1,205.41
	EMERGENCY APPARATUS MAINTENANCE INC			Summary Total					1,205.41
	7512 4TH AVENUE LINO LAKES MN 55014	WORK ON 501	PV	66166	001	09101	12/31/2012	65597	1,327.32
				Summary Total					1,327.32
				Payment Amount					2,532.73
102862	ENERGY SALES, INC	24 FILTERS	PV	66195	001	09101	1/18/2013	21621	370.24
	ENERGY SALES, INC 1200 EAST 115TH STREET BURNSVILLE MN 55337			Summary Total					370.24
				Payment Amount					370.24
108141	ERICKSON, JEFF	CLOTH REIMB 13- J. ERICKSON	PV	66255	001	09601	2/6/2013	020613	193.50
	JEFF ERICKSON 7669 157TH AVENUE NW RAMSEY MN 55303			Summary Total					193.50
				Payment Amount					193.50
113321	FACTORY MOTOR PARTS	OIL FILTERS	PV	66191	001	09101	1/14/2013	6-1311557	51.81
	FACTORY MOTOR PARTS			Summary Total					51.81
	3731 THURSTON AVENUE	BRAKES FOR 392	PV	66192	001	09101	1/17/2013	6-1312106	172.00
	ANOKA MN 55303			Summary Total					172.00
		OIL FILTERS 619/INVENTORY	PV	66193	001	09101	1/23/2013	6-1312784	2.12
		OIL FILTERS 619/INVENTORY	PV	66193	002	09101	1/23/2013	6-1312784	2.13

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				Summary Total					4.25
		ALTERNATOR ASY 353	PV	66232	001	09101	1/31/2013	6-1313874	192.12
				Summary Total					192.12
		SPLASH WASH	PV	66233	001	09101	1/31/2013	6-1313873	22.57
				Summary Total					22.57
				Payment Amount					442.75
107099	FASTENAL	MISC SUPPLIES	PV	66061	001	09601	1/14/2013	MNTC894046	34.92
	FASTENAL COMPANY			Summary Total					34.92
	P O BOX 978	MISC SUPPLIES	PV	66110	001	09601	1/18/2013	MNTC894191	230.67
	WINONA MN 55987			Summary Total					230.67
		MISC SUPPLIES	PV	66111	001	09101	1/14/2013	MNTC893801	34.66
				Summary Total					34.66
		MISC SUPPLIES	PV	66112	001	09101	1/18/2013	MNTC894190	89.00
				Summary Total					89.00
				Payment Amount					389.25
100143	FERGUSON WATERWORKS # 2516	WATER METER SUPPLIES	PV	66062	001	09601	1/3/2013	0008454	538.13
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817			Summary Total					538.13
				Payment Amount					538.13
110760	FIRE SAFETY USA, INC	LED TRAFFIC SIGN	PV	66194	001	09101	1/21/2013	58042	480.00
	FIRE SAFETY USA, INC 3253 19TH STREET NW ROCHESTER MN 55901			Summary Total					480.00
				Payment Amount					480.00
106869	FORESTRY SUPPLIERS INC	LOPPING SHEARS	PV	66113	001	09101	1/15/2013	412927-00	196.63
	FORESTRY SUPPLIERS INC 205 WEST RANKIN STREET P.O. BOX 8397 JACKSON MS 39284-8397			Summary Total					196.63
				Payment Amount					196.63
110388	FRATTALLONE'S ACE	MISC SUPPLIES	PV	66063	001	09601	1/16/2013	018198/J	27.22

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	HARDWARE STORES								
				Summary Total					27.22
	FRATTALLONE'S ACE HARDWARE STORES 3527 LEXINGTON AVENUE N ARDEN HILLS MN 55126								
				Payment Amount					27.22
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	66114	001	09101	1/16/2013	1006327044	74.00
	G AND K SERVICES INC	UNIFORM CLEANING	PV	66114	002	09101	1/16/2013	1006327044	10.00
	PO BOX 1450-NW 7536	UNIFORM CLEANING	PV	66114	003	09101	1/16/2013	1006327044	68.75
	MINNEAPOLIS MN	UNIFORM CLEANING	PV	66114	004	09101	1/16/2013	1006327044	68.75
	55485-7536								
				Summary Total					221.50
		UNIFORM CLEANING	PV	66196	001	09101	1/23/2013	1006338168	74.00
		UNIFORM CLEANING	PV	66196	002	09101	1/23/2013	1006338168	10.00
		UNIFORM CLEANING	PV	66196	003	09101	1/23/2013	1006338168	136.06
		UNIFORM CLEANING	PV	66196	004	09101	1/23/2013	1006338168	136.06
				Summary Total					356.12
		MISC MATS FD	PV	66197	001	09101	1/23/2013	1006338166	125.86
				Summary Total					125.86
		UNIFORM CLEANING	PV	66234	001	09101	1/30/2013	1006349457	74.00
		UNIFORM CLEANING	PV	66234	002	09101	1/30/2013	1006349457	10.00
		UNIFORM CLEANING	PV	66234	003	09101	1/30/2013	1006349457	68.75
		UNIFORM CLEANING	PV	66234	004	09101	1/30/2013	1006349457	68.75
				Summary Total					221.50
		MATS FD- CLEANING	PV	66235	001	09101	1/30/2013	1006349460	102.94
				Summary Total					102.94
				Payment Amount					1,027.92
100650	GRAINGER	MISC PARTS	PV	66064	001	09101	1/7/2013	9033892440	89.59
	GRAINGER INC			Summary Total					89.59
	DEPT. 806511127	MISC SUPPLIES	PV	66115	001	09101	1/16/2013	9042476987	187.92
	PALATINE IL 60038-0001			Summary Total					187.92
				Payment Amount					277.51
100209	HAKANSON ANDERSON ASSOC INC	DEC 2012 ENGINEER SERVICES	PV	66167	001	09101	1/15/2013	31178	8,600.00
	HAKANSON ANDERSON ASSOC INC 3601 THURSTON AVENUE ANOKA MN 55303-1063			Summary Total					8,600.00
				Payment Amount					8,600.00

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113278	HEMMERICH, KYLE	2012 TUITION REIMB	PV	66168	001	09101	1/13/2013	013113	1,062.21
	KYLE HEMMERICH 14640 HEMATITE STREET NW RAMSEY MN 55303						Summary Total		1,062.21
							Payment Amount		1,062.21
104027	INK WIZARDS INC	SHIRTS	PV	66169	001	09101	12/4/2012	63354	162.90
	INK WIZARDS INC 9958 HIGHWAY 10 NW ELK RIVER MN 55330						Summary Total		162.90
							Payment Amount		162.90
106324	INSPECTRON INC	DEC 12 SERVICES	PV	66170	001	09101	1/9/2013	010913	9,875.00
	INSPECTRON INC CODE COMPLIANCE INSPECTIONS 15120 CHIPPENDALE AVE SUITE 104 ROSEMOUNT MN 55068						Summary Total		9,875.00
							Payment Amount		9,875.00
113511	JOHNSON, JENNIFER	REIMBURSE- MILEAGE TO LOGIS	PV	66065	001	09101	1/16/2013	011613	27.57
	JENNIFER JOHNSON 14320 DYSPROSIUM STREET NW APT 301 RAMSEY MN 55303						Summary Total		27.57
							Payment Amount		27.57
111501	LANDFORM PROFESSIONAL SERVICES	OCT 12 REIMBURSEMENTS	PV	66171	001	09295	11/20/2012	21179	81.99
							Summary Total		81.99
	LANDFORM PROFESSIONAL SERVICES 105 5TH AVENUE SOUTH SUITE 513	RAMSEY AUAR- DEC 2012	PV	66172	001	09295	1/14/2013	21187	1,514.00
	MINNEAPOLIS MN 55401						Summary Total		1,514.00
		COR GRAPHICS UPDATE-DEC 12	PV	66173	001	09295	1/13/2013	21185	78.00
							Summary Total		78.00
		AUAR UPDATE -DEC 2012	PV	66174	001	09295	1/13/2013	21184	39.00

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				Summary Total					39.00
				Payment Amount					1,712.99
100256	LANO EQUIPMENT INC	FILTER FOR 671	PV	66116	001	09101	1/22/2013	221793	20.34
	LANO EQUIPMENT INC	FILTER FOR 671	PV	66116	002	09101	1/22/2013	221793	20.35
	6140 HIGHWAY 10 NW			Summary Total					40.69
	ANOKA MN 55303	MIRROR ARM	PV	66236	001	09101	1/24/2013	221891	30.65
				Summary Total					30.65
				Payment Amount					71.34
100259	LEAGUE OF MN CITIES INS TRUST	WORKERS COMP INS PREMIUM 2013	PV	66249	001	09101	1/23/2013	24273	110,417.00
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517			Summary Total					110,417.00
				Payment Amount					110,417.00
100266	LOGIS	DEC 2012 BILLING	PV	66175	001	09101	12/31/2012	36066	9,982.00
	LOGIS			Summary Total					9,982.00
	5750 DULUTH STREET	MISC CHARGES DEC 12	PV	66176	001	09101	12/31/2012	36143	1,753.37
	GOLDEN VALLEY MN 55422-4036			Summary Total					1,753.37
		NETWORK DEC 12	PV	66177	001	09101	12/31/2012	36117	96.00
				Summary Total					96.00
		INSIGHT-SWITCH-INV	PV	66178	001	09101	12/31/2012	36170	2,070.35
				Summary Total					2,070.35
		ENTRUST TOKENS	PV	66179	001	09101	12/31/2012	36157	16.03
				Summary Total					16.03
				Payment Amount					13,917.75
112512	MADDEN,GALANTER,HANSEN LLP	SERVICES THROUGH DEC 2012	PV	66248	001	09101	1/1/2013	010113	123.00
	MADDEN,GALANTER,HANSEN LLP 505 NORTH HIGHWAY 169 SUITE 295 PLYMOUTH MN 55441-6444			Summary Total					123.00
				Payment Amount					123.00
100271	MAIN MOTORS	CAP FOR 670	PV	66238	001	09101	1/23/2013	287194	20.95

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	MAIN MOTORS 435 WEST MAIN STREET ANOKA MN 55303			Summary Total					20.95
				Payment Amount					20.95
100274	MAMA	2013 MEMEBRSHIP	PV	66239	001	09101	1/31/2013	013113	45.00
	MAMA			Summary Total					45.00
	145 UNIVERSITY AVENUE WEST	JAN 10- MEETING K. ULRICH	PV	66240	001	09101	1/10/2013	1106	20.00
	ST PAUL MN 55103-2044			Summary Total					20.00
				Payment Amount					65.00
100283	MENARDS COON RAPIDS	MISC SUPPLIES	PV	66199	001	09101	1/20/2013	14247	118.85
	MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433			Summary Total					118.85
				Payment Amount					118.85
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	66198	001	09601	1/15/2013	12725	656.79
	MENARDS ELK RIVER			Summary Total					656.79
	19521 EVANS STREET NW	RETURN- SEALER	PD	66200	001	09601	1/17/2013	12887	64.10-
	ELK RIVER MN 55330-1077			Summary Total					64.10-
		MISC SUPPLIES	PV	66201	001	09601	1/17/2013	12889	319.62
				Summary Total					319.62
				Payment Amount					912.31
106555	MINNEAPOLIS, CITY OF	DEC 12 TRANSACTIONS	PV	66180	001	09101	1/9/2013	400413003490	57.00
	MINNEAPOLIS FINANCE DEPT P O BOX 77038 MINNEAPOLIS MN 55480-7738			Summary Total					57.00
				Payment Amount					57.00
102215	MN POLICE AND PEACE OFFICER ASSOC	MEMBERSHIP 2013	PV	66202	001	09101	1/30/2013	013013	50.00
	MN POLICE AND PEACE OFFICER ASSOC 327 YORK AVENUE ST PAUL MN 55130-4039			Summary Total					50.00
				Payment Amount					50.00

R04570

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2013

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100316	MN STATE FIRE CHIEFS' ASSN	2013 ANNUAL DUES	PV	66066	001	09101	1/22/2013	012213	558.00
				Summary Total					558.00
	MN STATE FIRE CHIEFS' ASSN ATTEN: TOM BRACE 1433 IDAHO AVE W ST PAUL MN 55108								
				Payment Amount					558.00
113222	MOTORS BY GOSH	REPAIR ON WOOD CHIPPER 619	PV	66117	001	09101	1/15/2013	19510	35.00
	MOTORS BY GOSH	REPAIR ON WOOD CHIPPER 619	PV	66117	002	09101	1/15/2013	19510	35.00
	20998 134TH AVE N SUITE 111	REPAIR ON WOOD CHIPPER 619	PV	66117	003	09101	1/15/2013	19510	19.18
	ROGERS MN 55374	REPAIR ON WOOD CHIPPER 619	PV	66117	004	09101	1/15/2013	19510	19.19
				Summary Total					108.37
				Payment Amount					108.37
100341	MTI DISTRIBUTING INC	GROUNDS MASTER MOWER	PV	66241	001	09101	1/28/2013	885919.00	85,108.99
				Summary Total					85,108.99
	MTI DISTRIBUTING INC SDS 12-1900 P O BOX 86 MINNEAPOLIS MN 55486-1900								
				Payment Amount					85,108.99
100345	NAPA AUTO PARTS ELK RIVER	SILICONE PASTE	PV	66118	001	09101	1/17/2013	662898	26.71
				Summary Total					26.71
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW	TRI-POWER/ V BELT FOR 619	PV	66119	001	09101	1/17/2013	662889	64.83
	P O BOX 1041	TRI-POWER/ V BELT FOR 619	PV	66119	002	09101	1/17/2013	662889	64.83
	ELK RIVER MN 55330			Summary Total					129.66
		BEARINGS/V BELT	PV	66120	001	09101	1/14/2013	662372	21.90
		BEARINGS/V BELT	PV	66120	002	09101	1/14/2013	662372	21.90
				Summary Total					43.80
		BATTERY CLEANER	PV	66121	001	09101	1/15/2013	662485	3.20
				Summary Total					3.20
		ANTIFREEZE/HEATER	PV	66203	001	09101	1/17/2013	662821	61.42

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2013	

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		PLUG 392							
				Summary Total					61.42
		MISC SUPPLIES PD	PV	66242	001	09101	1/24/2013	663899	58.43
				Summary Total					58.43
		FILTERS- AIR ,OIL,FUEL	PV	66243	001	09101	1/25/2013	664008	72.43
				Summary Total					72.43
		SHOP SUPPLIES- SPOUT	PV	66258	001	09101	2/1/2013	665007	3.39
				Summary Total					3.39
		PAINT- YELLOW	PV	66259	001	09101	2/1/2013	665071	6.08
				Summary Total					6.08
		LAMP AND PLUG	PV	66260	001	09101	2/5/2013	665504	17.63
				Summary Total					17.63
		MISC PARTS 655	PV	66261	001	09101	1/31/2013	664854	30.71
				Summary Total					30.71
		U- JOINT 655	PV	66262	001	09101	1/31/2013	554867	12.18
				Summary Total					12.18
				Payment Amount					465.64
109212	NIELSEN, MICHAEL	CLOTH REIMB 13- M. NIELSEN	PV	66254	001	09101	2/1/2013	020113	295.94
	MICHAEL NIELSEN 14737 FLUORINE STREET NW RAMSEY MN 55303			Summary Total					295.94
				Payment Amount					295.94
100359	NORTH METRO MAYORS ASSN	NMMA DINNER JAN 13	PV	66244	001	09101	1/31/2013	200-12206	20.00
	NORTH METRO MAYORS ASSN	NMMA DINNER JAN 13	PV	66244	002	09101	1/31/2013	200-12206	20.00
	1000 WESTGATE DRIVE SUITE 252 ST PAUL MN 55114			Summary Total					40.00
				Payment Amount					40.00
100988	NORTHERN SAFETY TECHNOLOGY	CORNER STOBE 662/INVENTORY	PV	66204	001	09101	1/22/2013	32467	115.41
	NORTHERN SAFETY TECHNOLOGY	CORNER STOBE 662/INVENTORY	PV	66204	002	09101	1/22/2013	32467	115.42
	P.O. BOX 328 5121 W 212TH STREET			Summary Total					230.83

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2013	

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	FARMINGTON MN 55024								
				Payment Amount					230.83
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	66122	001	09101	1/16/2013	159440	265.03
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433			Summary Total					265.03
				Payment Amount					265.03
103461	NORTHERN TECHNOLOGIES INC	RE NORTH COMMONS DEC 2012	PV	66181	001	09499	12/31/2012	8780	131.00
	NORTHERN TECHNOLOGIES INC 6588 141ST AVENUE N.W. RAMSEY MN 55303			Summary Total					131.00
				Payment Amount					131.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC BULBS	PV	66253	001	09240	1/28/2013	73769	163.43
	NORTHWEST LIGHTING SYSTEMS CO. 12001 RIVERWOOD DRIVE BURNSVILLE MN 55337			Summary Total					163.43
				Payment Amount					163.43
110480	OPUS 21 MANAGEMENT SOLUTIONS	DEC 2012	PV	66182	001	09601	1/12/2013	121261	42.09
	OPUS 21 MANAGEMENT SOLUTIONS	DEC 2012	PV	66182	002	09601	1/12/2013	121261	33.67
	680 COMMERCE DRIVE SUITE 160	DEC 2012	PV	66182	003	09601	1/12/2013	121261	33.67
	WOODBURY MN 55125	DEC 2012	PV	66182	004	09601	1/12/2013	121261	25.23
		DEC 2012	PV	66182	005	09601	1/12/2013	121261	33.67
				Summary Total					168.33
				Payment Amount					168.33
100890	PLEAA	2013 ANNUAL DUES PD	PV	66245	001	09101	1/26/2013	012613	35.00
	PLEAA JULIE FORBORD, TREASURER NEW BRIGHTON DEPT OF PUBLIC SAFETY 875 OLD HIGHWAY 8 NW NEW BRIGHTON MN 55112			Summary Total					35.00

CITY OF RAMSEY
Create Payment Control Groups

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Version	LOGIS003V	
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Payment Instrument		Check Payment
Pay Through Date	12/31/2013	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					35.00
112475	S AND T OFFICE PRODUCTS INC	OFFICE SUPPLIES	PV	66067	001	09101	1/14/2013	01PO9015	33.47
	S AND T OFFICE PRODUCTS INC				Summary Total				33.47
	1000 KRISTEN COURT	OFFICE SUPPLIES	PV	66123	001	09101	1/17/2013	01PP1471	86.24
	ST PAUL MN 55110				Summary Total				86.24
		OFFICE SUPPLIES	PV	66205	001	09101	1/14/2013	01PO9014	71.27
		OFFICE SUPPLIES	PV	66205	002	09101	1/14/2013	01PO9014	11.02
		OFFICE SUPPLIES	PV	66205	003	09101	1/14/2013	01PO9014	11.14
					Summary Total				93.43
		OFFICE SUPPLIES	PV	66206	001	09101	1/21/2013	01PP2969	86.24
					Summary Total				86.24
		OFFICE SUPPLIES	PV	66207	001	09101	1/17/2013	01PP1464	205.43
					Summary Total				205.43
		OFFICE SUPPLIES	PV	66246	001	09101	1/14/2013	01PO8879	21.32
		OFFICE SUPPLIES	PV	66246	002	09101	1/14/2013	01PO8879	47.31
					Summary Total				68.63
					Payment Amount				573.44
100456	ST CROIX RECREATION CO INC	12 DOME LIDS	PV	66209	001	09101	1/18/2013	17602	1,183.11
	ST CROIX RECREATION CO INC 225 NORTH SECOND STREET STILLWATER MN 55082				Summary Total				1,183.11
					Payment Amount				1,183.11
112996	STANTEC CONSULTING SERVICES INC	SERVICES THROUGH DEC 2012	PV	66183	001	09101	1/11/2013	654127	488.25
	STANTEC CONSULTING SERVICES INC				Summary Total				488.25
	13980 COLLECTIONS CENTER DRIVE	SERVICES THROUGH DEC 12	PV	66184	001	09101	12/21/2012	651489	2,400.00
	CHICAGO IL 60693				Summary Total				2,400.00
					Payment Amount				2,888.25
108703	STERLING TROPHY	ENGRAVING	PV	66208	001	09101	1/22/2013	11454	256.50
	STERLING TROPHY 3824 7TH AVENUE ANOKA MN 55303				Summary Total				256.50

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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	12/31/2013	

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					256.50
103663	SUPERIOR HEATING AC	RE 6701 HWY 10	PV	66247	001	09410	1/28/2013	13975	1,343.28
	SUPERIOR HEATING AC 3731 THURSTON AVE NW SUITE 108 ANOKA MN 55303			Summary Total					1,343.28
				Payment Amount					1,343.28
100485	TIMESAVER OFF SITE SECRETARIAL INC	JAN 10, 2013 MEETING	PV	66068	001	09101	1/14/2013	M19561	160.95
	TIMESAVER OFF SITE SECRETARIAL INC			Summary Total					160.95
	28601 HUB DRIVE	JAN 2013 MEETINGS	PV	66069	001	09101	1/14/2013	M19555	781.75
	MADISON LAKE MN 56063-4179			Summary Total					781.75
				Payment Amount					942.70
106990	USA BLUE BOOK	BALL VALVE	PV	66210	001	09601	1/11/2013	856662	84.06
	USA BLUE BOOK			Summary Total					84.06
	PO BOX 9004	SOLENOID VALVE	PV	66211	001	09601	1/11/2013	856646	537.35
	GURNEE IL 60031-9004			Summary Total					537.35
				Payment Amount					621.41
100529	WENDELL'S INC	NAME TAGS (17)	PV	66124	001	09101	1/14/2013	1765650	83.33
	WENDELL'S INC			Summary Total					83.33
	6601 BUNKER LAKE BLVD	INK PADS	PV	66125	001	09101	1/15/2013	1765929	9.51
	PO BOX 458 RAMSEY MN 55303-0458			Summary Total					9.51
				Payment Amount					92.84
106402	ZEP MANUFACTURING COMPANY	BRAKE WASH	PV	66070	001	09101	1/3/2013	9000042035	765.33
	ZEP SALES & SERVICE 13237 COLLECTIONS CENTER DRIVE CHICAGO IL 60693			Summary Total					765.33
				Payment Amount					765.33
				Total Amount to be Processed					338,145.60
				Total Number of Payments to be Processed					80

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-02-030

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JANUARY 18, 2013 THROUGH FEBRUARY 6, 2012.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of January 18, 2013, through February 6, 2013, in the amount of $1,270,428.62; 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 January 18, 2013, through February 6, 2013, in the amount of $1,270,428.62.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Tossey, 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 12th day of February 2013.

_____

Mayor

ATTEST:

_____

City Clerk

CC Regular Session **4. 13.**

Meeting Date: 02/12/2013

By: Diana Lund, Finance

Information

Title:

Adopt Resolution #13-02-028 Resolution Establishing Procedures Relating to Compliance With Reimbursement Bond Regulations Under the Internal Revenue Code.

Background:

The City of Ramsey's Adopted 2013 General Fund Budget included $463,000 of capital equipment for such items as three squad cars, second-half funding of a fire tanker truck, plow truck and a large mower. The Adopted 2013 General Fund Budget designated the funding source for these purchases to come from the issuance of Capital Equipment Certificates. Capital Equipment Certificates were presented as the financing source so as to take advantage of the current low-interest rates and to preserve the current equipment fund for possible future purchases/capital improvement needs.

Staff will be bringing forward the request in regard to the issuance of Capital Equipment Certificates at a later date. As the city will not have the funds from these certificates for any current capital equipment purchases being made, the city needs to pass what is known as a reimbursement resolution. This reimbursement resolution allows the city to pay itelf back for any capital equipment expenditures when actual bond proceeds are received. A resolution can be adopted no later than 60 days after the first payment for any capital equipment purchase. The city has not expended any funds-to-date on capital equipment.

Notification:

The resolution that is attached was drafted by the city's bond council of Briggs and Morgan. The resolution incorporates all of the reimbursement requirements as mandated by the IRS.

Funding Source:

Funding for 2013 Capital Equipment Purchases is expected to be funded from the issuance of Capital Equipment Certificates.

Council Action:

Adopt Resolution #13-02-028 Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code (Allows the city to pay itself back for expenditures made prior to receiving bond funds).

Attachments

Resolution 13-02-028 Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations

2013 Capital Equipment Listing

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Diana Lund	01/31/2013 12:22 PM
Diana Lund	Diana Lund	01/31/2013 12:24 PM
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:36 PM
Form Started By: Diana Lund		Started On: 01/31/2013 09:31 AM

RESOLUTION NO. _____
RESOLUTION ESTABLISHING PROCEDURES
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND
REGULATIONS UNDER THE INTERNAL REVENUE CODE

BE IT RESOLVED by the City Council (the "Council") of the City of Ramsey, Minnesota (the "City"), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

(b) The Regulations generally require that the City (as the issuer of or the primary obligor under the bonds) make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

(c) The City heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

(d) The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the Administrator to make the City's Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

(a) Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

(b) Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

(c) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City doesn't reasonably expect that reimbursement bonds will be issued to finance the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

(d) The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. If the City is acting as the issuer of the reimbursement bonds, the designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the City's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Adopted on _____, 2013, by the City Council of the City of Ramsey, Minnesota.

CERTIFICATION

The undersigned, being the duly qualified and acting Administrator of the City of Ramsey, Minnesota, hereby certifies the following:

The foregoing is true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular meeting of the Council held on _____, 2013. The Council meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Councilmember _____ moved the adoption of the Resolution, which motion was seconded by Councilmember _____. A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution:

and the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the Council which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the Administrator of the City of Ramsey, Minnesota, on _____, 2013.

_____
Administrator
City of Ramsey, Minnesota

EXHIBIT A

Declaration of Official Intent

The undersigned, being the duly appointed and acting Administrator of the City of Ramsey, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies on behalf of the City as follows:

1. The undersigned has been and is on the date hereof duly authorized by the City Council of the City to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.

2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed: All capital equipment included in the 2013 Adopted General Fund Budget in the city of Ramsey, Minnesota with total capital equipment in a not to exceed $500,000. A listing of the equipment is attached.

3. The City reasonably expects to reimburse itself for the payment of certain costs of the Capital Equipment out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued after the date of payment of such costs. As of the date hereof, the City reasonably expects that $500,000 is the maximum principal amount of the Bonds which will be issued to finance the Project.

4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

5. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Date: _____, 2013.

_____

Administrator
City of Ramsey, Minnesota

2013 CAPITAL OUTLAY

ITEM #	COST CNTR	NEW/REPLACEMENT CAPITAL OUTLAY DESCRIPTION	ESTIMATED PURCHASE PRICE	TOTAL OF REPLACE ASSET #	NOTES	ORIGINAL PURCHASE PRICE	OTHER FUND AVAILABL 12/31/XX	Net 2013 FUNDING REQUIRED
Elections #141								
6580	141	**Election Equipment**	6,000.00					6,000.00
Data Processing #192								
6585	192	**Cisco 4510 Core Switch (connects all servers & devices to network**	25,000.00		Replaces Cisco 4506 Core Switch			25,000.00
Total Data Processing #192			**25,000.00**			**0.00**	**0.00**	**25,000.00**
GEN GOV'T BLDG #194								
6580	194	Phone System	0.00		Replace old phone-Intertell Axxess	0.00		0.00
Total General Government Buildings #194			**0.00**			**0.00**	**0.00**	**0.00**
POLICE PROTECTION #211								
6550	211	**3 squads & set up**	102,000.00					102,000.00
Total Police Protection #211			**102,000.00**			**0.00**	**0.00**	**102,000.00**
FIRE #220								
6550	220	Tanker Truck- 2nd year funding ($300,000 total)	150,000.00	500	Repalce 1989 Tanker #21	109,489.00		150,000.00
Total Fire #220			**150,000.00**			**109,489.00**	**0.00**	**150,000.00**
Engineering #301								
6580	301	Scanner	**10,000.00**					10,000.00
6580	301	Colored Plotter/Scanner	**20,000.00**					20,000.00
Total Engineering #301			**30,000.00**			**0.00**	**0.00**	**30,000.00**
PUBLIC Works #311								
6540	311	**F350 truck with plow**	**49,000.00**					49,000.00
6580	311	**AVL System for tracking snowplowing equipment**	**15,000.00**					15,000.00
Total Public Works #311			**64,000.00**			**0.00**	**0.00**	**64,000.00**
PARK & RECREATION #452								
6540	452	**Toro Mower**	**86,000.00**	643	Replace Unit #643			86,000.00
Total Park & Recreation #452			**86,000.00**			**0.00**	**0.00**	**86,000.00**
TOTAL GENERAL FUND - 2012			**463,000.00**			**109,489.00**	**0.00**	**463,000.00**

CC Regular Session **4. 14.**

Meeting Date: 02/12/2013

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #13-02-032 to Hire Patrol Officer

Background:

At the January 22, 2013 Personnel Committee meeting, the Committee unanimously recommended that the City Council authorize staff to recruit for a Patrol Officer from the recent recruitment held in the Fall. Action on this case is documented within the Report from the Personnel Committee on tonight's consent agenda.

In an effort to be as efficient as possible and expedite the hiring process, staff is bringing the "Authorization to Hire a Patrol Officer" case directly to the City Council for action tonight. It is important to note, this position is not a new position, but rather to fill the vacancy left by the Patrol Officer as described below under "Notifications".

As anticipated, staff has successfully advanced Mr. Cory Gardner in the Patrol Officer recruitment process. Mr. Gardner has accepted the City's contingent offer and has passed all of the necessary pre-employment testing. With the City Council's authorization, Mr. Gardner will be be hired on or near February 28, 2013. He will be subject to a 1-year probationary period and all other personnel policies will apply normally.

Notification:

The following information is an excerpt from the case presented to the Personnel Committee on January 22, 2013:

Changes to the department's staffing of Patrol Officers (during 2012) include, one officer out on an unpaid extended leave of absence, one officer that resigned and one officer that retired as part of the City's Voluntary Early Separation program. The opening left by the resignation was filled in November; however, the number of officers currently available to provide the City with 24-hour protection is still down by two officers. Twenty-four hour protection consists of a minimum of two officers working at all times. During peak times there may be up to four officers on duty. Officers work a rotation of five days on duty, five days off, then two days on and two days off. There are four officers assigned to work 6:30 am to 6:30 pm each day as well as four officers working 6:30 pm to 6:30 am.

It is anticipated that the officer on unpaid extended leave of absence will not be in a position to return to work. The absence of the Patrol Officer is taking its toll on the department by reducing scheduling flexibility, reducing officers' ability to use vacation time, and creates a liability for the department in the event that another officer would require an unplanned leave.

In order to fill our last vacancy, a Patrol Officer recruitment was last held in the Fall, resulting in the receipt of 140 applications. Staff held 15 first interviews and 4 candidates were interviewed a second time. In addition to the interview process, candidates were required to pass a report writing exercise and a physical agility test. The top 4 candidates were required to pass a "shoot / don't shoot" exercise.

Drawing upon the recent Patrol Officer recruitment file, staff feels confident that the next highest scoring candidate would be a good fit for the department. Or, at the very least, there are additional viable candidates left in the 125 remaining applicants that were not interviewed.

Recommendation:

To authorize staff to hire Mr. Cory Gardner, effective on or near February 28, 2013, at step 1 of the wage scale. Step 1 is currently $21.87 per hour; however, it should be noted, the City is currently negotiating the next labor agreement, which may increase the step 1 rate.

Funding Source:

The funding for this replacement Patrol Officer position is part of the 2013 budget. The estimated annual funding required to fill this position (at the 2012 hourly rate) is between $65,488 and $72,292.

Council Action:

Motion to approve resolution 13-02-032 to to hire Mr. Cory Gardner as a Patrol Officer, effective on or near February 28, 2013, at $21.87 per hour, which is step 1 of the 2012 wage scale.

Attachments

Resolution

PC Packet of 01-22-13

Form Review

Inbox	Reviewed By	Date
Jim Way	Jim Way	02/07/2013 11:37 AM
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:59 PM

Form Started By: Colleen Lasher Started On: 02/07/2013 09:32 AM

Final Approval Date: 02/07/2013

Council Member introduced the following resolution and moved for its adoption:

RESOLUTION #13-02-032

CONSIDER A RESOLUTION TO HIRE A PATROL OFFICER

WHEREAS, the Patrol Officer staffing levels are currently down from 23 officers to 21 officers; and

WHEREAS, the Personnel Committee unanimously recommended recruiting for a replacement Patrol Officer from the recent recruitment's applicant pool; and

WHEREAS, staff has successfully advanced Mr. Cory Gardner in the Patrol Officer recruitment process; and

WHEREAS, Mr. Gardner has passed all of the necessary pre-employment testing; and

WHEREAS, staff recommends hiring Mr. Cory Gardner, effective on or near February 28, 2013, at step 1 of the wage scale.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Motion to approve resolution 13-02-032 to hire Mr. Cory Gardner as a Patrol Officer, effective on or near February 28, 2013, at $21.87 per hour, which is step 1 of the 2012 wage scale.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 12th day of February 2013.

City of Ramsey
Agenda
Personnel Committee
Tuesday January 22, 2013
5:00 p.m.
Lake Itasca Room, 7550 Sunwood Drive NW

1. **Call to Order**

2. **Citizen Input**

3. **Approve Agenda**

4. **Committee Business**

   1. Consider a Resolution to Select a Chairperson and Alternate Chairperson for the Personnel Committee

   2. Consider a Resolution to Accept a Paid-on-call Firefighter's Resignation

   3. 2013 Fire Officer Selections

   4. Consider a Resolution to Approve the 2013 Non-Union Health Insurance Contributions and Non-Union Cost of Living Adjustments

   5. Consider a Resolution to Address Building Maintenance Staffing Needs

   6. Consider a Resolution to Recruit for an Economic Development Manager

   7. Consider a Resolution Regarding a Leave of Absence (This discussion will be closed to the public)

   8. Consider a Resolution to Authorize Staff to Recruit for a Replacement Patrol Officer Position from the Recent Patrol Officer Recruitment File

5. **Adjournment**

Personnel Committee **4. 1.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Select a Chairperson and Alternate Chairperson for the Personnel Committee

Background:

At the first Personnel Committee meeting of the year the committee appoints a Chairperson and alternate Chairperson to serve on the Personnel Committee.

Notification:

Observations/Alternatives:

Recommendation:

To select Chairperson and alternate Chairperson to serve the on Personnel Committee.

Funding Source:

There is no funding required for this action.

Council Action:

Motion to recommend City Council adopt a resolution . . . (based on discussion)

Attachments

Resolution

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/17/2013 01:53 PM

Form Started By: Colleen Lasher Started On: 01/11/2013 02:24 PM

Final Approval Date: 01/17/2013

Council Member introduced the following resolution and moved for its adoption:

RESOLUTION #

CONSIDER A RESOLUTION TO SELECT A CHAIRPERSON AND ALTERNATE CHAIRPERSON FOR THE PERSONNEL COMMITTEE

WHEREAS, January 22, 2013 is the first Personnel Committee meeting of the year; and

WHEREAS, each year the Personnel Committee appoints a Chairperson and an alternate Chairperson to serve on the Committee.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Confirms the recommendation of the Personnel Committee to appoint a Chairperson and an alternate Chairperson.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 29th day of January 2013.

Personnel Committee **4. 2.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Accept a Paid-on-call Firefighter's Resignation

Background:

Ramsey Fire Department responds from 3 different fire stations. Station #1 is located at 15050 Armstrong Blvd, Station #2 at 15153 Nowthen Blvd and Station #3 at 19800 Nowthen Blvd in Nowthen. With its 50+ Firefighters, Ramsey Fire provides emergency services for Ramsey and Nowthen.

On January 9, 2013, staff received a letter of resignation from paid-on-call Firefighter Mr. Cory Helgoe. Mr. Helgoe has served out of station #2 since early 2010; but he no longer has the necessary time to commit to the position. The Fire Chief is not requesting to fill this position until the next regular Firefighter recruitment.

Notification:

Observations/Alternatives:

None

Recommendation:

To accept the resignation of Mr. Cory Helgoe and to recruit for this position upon the next regular Firefighter recruitment.

Funding Source:

There is no funding required for this action.

Council Action:

Motion to recommend City Council adopt a resolution confirming the recommendation of the Personnel Committee to accept paid-on-call Firefighter Cory Helgoe's resignation and to recruit for this position upon the next regular Firefighter recruitment.

Attachments

Resolution

Form Review

Inbox	Reviewed By	Date
Dean Kapler	Jo Thieling	01/17/2013 04:59 PM
Kurt Ulrich	Kurt Ulrich	01/17/2013 05:59 PM

Form Started By: Colleen Lasher Started On: 01/11/2013 03:43 PM

Final Approval Date: 01/17/2013

Council Member introduced the following resolution and moved for its adoption:

RESOLUTION #

**CONSIDER A RESOLUTION TO ACCEPT
A PAID-ON-CALL FIREFIGHTER'S RESIGNATION**

WHEREAS, on January 9, 2013, staff received a letter of resignation from a station #2 Paid-on-call Firefighter, Mr. Cory Helgoe; and

WHEREAS, the Fire Chief is not requesting to fill this position until the next regular Firefighter recruitment.

WHEREAS, there is no funding required to accept Mr. Helgoe's resignation. .

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Motions to approve resolution # 13-01-XXX, confirming the recommendation of the Personnel Committee, to accept Mr. Cory Helgoe's resignation and to recruit for this position upon the next regular recruitment.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 29th day of January 2013.

Personnel Committee **4. 3.**

Meeting Date: 01/22/2013

By: Dean Kapler, Fire Department

Title:

2013 Fire Officer Selections

Background:

The attached PDF has the complete case including funding source

Notification:

Observations/Alternatives:

Recommendation:

Funding Source:

Paid on Call Fire Officers pay is funded from line item 6104 Part-time Wages and Salaries

Council Action:

Motion to accept Fire Chief's recommendation for 2013 Fire Officer Selections

Attachments

Fire Officer Selection

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	01/17/2013 02:36 PM
Kurt Ulrich	Kurt Ulrich	01/17/2013 04:37 PM

Form Started By: Dean Kapler Started On: 01/17/2013 01:50 PM

Final Approval Date: 01/17/2013

PC CASE #

PAID ON CALL FIRE OFFICER SELECTIONS FOR YEAR 2013
By: Dean Kapler, Fire Chief

Background:

The Fire Department Paid on Call Officers group is made up of the following positions:

Assistant Fire Chief (2)
Captain (2)
Lieutenant (5)
Training Officer

Each position has its own job description which includes responsibilities on-scene and off. Those assigned to Officer positions must also meet all the requirements of a Ramsey Firefighter.

As in past years the Fire Chief makes a recommendation to the City Administrator, which is then given to City Council for approval.

This case specifically addresses the appointment of the paid on call officer positions for 2013/2014. Each position carries a 2 year term although the Fire Chief may shorten the term if necessary. These terms alternate, making half the positions available for application each year. It should be noted that all firefighters interested must submit a letter of interest, including those who currently hold the position and are applying again. This accomplishes both stability within the dept, while also allowing on-going opportunity for advancement.

For the term 2013/2014 the following positions were open for application:

Assistant Chief #3
Training Officer
Captain #11
Lieutenant 1,3,6

The Fire Chief conducted an interview with each applicant. The following is the Fire Chiefs recommendation. The list is the entire officers group with the **new recommendations bolded.** The Fire Chief has discussed his recommendation with the City Administrator, who has approved.

Position	Recommendation
Assistant Fire Chief #2	Tom Hoxter
Assistant Fire Chief #3	**Matt Kohner**
Training Officer/Lieutenant 5	John Atchison
Captain #11	**Brad Jorgensen**
Captain #12	Carey Schiferli
Captain #13	Bart Hayft
Lieutenant #1	**Dave Weigman**
Lieutenant #2	Jim Block
Lieutenant #3	**Not filled**
Lieutenant #4	Don Yamauchi
Lieutenant #6	Chad Sacre

Funding:

As in past years funding for the positions comes from the Part-Time Regular line item of the Fire Department Budget or line item #6104. It should be noted that funding for the Captain #13 and Lieutenant #5 position is reimbursed by the City of Nowthen per the Joint Powers Agreement.

Staff Recommendation:

Staff recommends to Council to motion to accept the Fire Chief's recommendation of Fire Department Officers for 2013/2014.

Council Action:

Motion to accept/reject Fire Chiefs recommendation.

Reviewed By:
City Administrator
Human Resources Manager
Fire Chief

PC Case # January 22, 2013

Personnel Committee **4. 4.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Approve the 2013 Non-Union Health Insurance Contributions and Non-Union Cost of Living Adjustments

Background:

The City currently employs 65 employees, of which 63 employees are benefit eligible. Of the 63 benefit eligible employees, 21 are non-union and 42 are union. This case is specific to the City's 21 non-union employees; as of this writing the union contracts have not been settled.

Health & Life Insurance -- 2013:

January 2013 marks the beginning of the City's second year with Blue Cross and Blue Shield and Hartford Life. The City changed health insurance carriers in 2012 from HealthPartners to Blue Cross and Blue Shield as part of the Local Government Information Systems Consortium (LOGIS). The City benefited by joining the LOGIS group in many ways, as follows: gaining the opportunity to join a larger group, tiered plan options which included single, single plus children, single plus spouse, and family (as compared to only single and family plan options in previous years); options for higher deductible plans; four years of rate caps as follows: 8 1/2% in 2013, 10% in 2014, 11% in 2015, and 12% in 2016--which are not contingent upon a service contract, two networks for employees to choose from based on their healthcare needs, 100% coverage (in most plans) after the deductible is satisfied, less expensive basic life insurance and approximately $500.00 contribution per year toward the OPEP GASB Statement No. 45 valuation fee.

The 2013 health insurance rates increased to the capped amount of 8.5% and the life insurance rates remained unchanged.

The proposed City health insurance contributions are within the budgeted amount and are the same contributions that have been proposed (but not settled on) with all other employee groups (AFSCME, LELS-Patrol and LELS-Sergeants).

See attachments for additional detail.

Option to Waive Health Insurance:

Prior to 2002, City employees that showed proof of other health insurance coverage were given the option to waive health insurance in exchange for $290 per month as wages. However, due to the City's desire to reach enrollment of at least 50 employees (to obtain Large Group Status) this option was no longer offered after January 1, 2002. Conversely, as a result of joining the LOGIS group, the City's enrollment is now pooled with many other cities and counties. Undoubtedly, there are employees that are currently double covered and would like the option to waive coverage in exchange for a cash benefit (credit in lieu of coverage). The LOGIS membership agreement provides a formula for calculating the maximum credit in lieu of coverage allowed; in our case that amount is $295.75 per month.

There are currently 12 employees grandfathered in and receiving the $290 benefit and 1 employee that waives health insurance coverage, but is not eligible for the $290 benefit.

Staff contacted Yvonne Johnson of Gallagher Benefit Services (the City's benefit Broker) and received confirmation that offering this option in no way jeopardizes the City as long as we remain with LOGIS (as planned through at least 2016). Even so, if the City were to reinstate the waiving benefit, the City may want to require new participants to agree to the following terms in order to safeguard against any unforeseeable negative impacts to the City:

1) All new participants (those that receive credit in lieu of coverage on or after 2013), would enroll or return to the City's health plan if the City were to face losing large group status (50+ employees enrolled) at any time in the future

2) If the City were to face any financial detriments as a result of offering credit in lieu of coverage, including but not limited to the loss of rate caps currently guaranteed through 2016; fines, penalties, or expenses associated with the upcoming Health Care Reform Act or any other unforeseen expense to the City

3) All participants provide the City with proof of other health insurance coverage

Lastly, to simplify the administration of the waiving benefit, the City may want to consider paying one rate of $295.00 (a whole number divisible by 2 for payroll purposes) versus having 2 different rates ($290.00 and $295.00).

Non-Union Cost of Living Adjustment (COLA) -- 2013:

The purpose of the COLA is to ensure that purchasing power is not eroded by inflation. For purposes of demonstration only, the following text was obtained from the Social Security Administration (SSA) as it relates to Social Security Income COLA calculations. The cost of living adjustment is based on the percentage increase in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) from the third quarter of the last year. If there is no increase, there can be no COLA. The SSA calculated the COLA for January 2013 to be 1.7%. This information has been provided as supporting documentation only and does not imply that the City relies on the SSA for budgeting purposes, or otherwise - see attachment for details.

The City budgeted for a 1% cost of living adjustment for all employee groups in 2013. For information purposes, a 10-year COLA history is listed below:

2012 2% for all employee groups, with the exception of Department Heads at 1%
2011 Zero % for all employee groups
2010 Zero % for all employee groups
2003 to 2009 3% each year for all employee groups

Notification:

Health Plan Type/Tier	ACCORD Premium	City Contribution to Premium	Employee Cost for Accord Network	City Contribution to VEBA	Total City Contribution
Single Plans (Per Month)					
BCBS 100% $30.00 co-pay	$858.00	$517.14	$340.86	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$728.00	$600.00	$128.00	$130.00	$730.00
BCBS $2500 Ded. Plan w/VEBA	$671.00	$600.00	$71.00	$130.00	$730.00
BCBS $4000 Ded. Plan w/VEBA	$591.50	$591.50	$0.00	$155.00	$746.50
Employee + Children Plans (Per Month)					
BCBS 100% $30.00 co-pay	$1,716.50	$831.56	$884.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,456.00	$935.00	$521.00	$160.00	$1,095.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,341.50	$935.00	$406.50	$160.00	$1,095.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,183.00	$935.00	$248.00	$160.00	$1,095.00
Employee + Spouse Plans (Per Month)					
BCBS 100% $30.00 co-pay	$1,802.00	$831.56	$970.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,529.50	$857.00	$672.50	$160.00	$1,017.00

BCBS $2500/$5000 Ded. Plan w/VEBA	$1,409.00	$857.00	$552.00	$160.00	$1,017.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,242.50	$857.00	$385.50	$160.00	$1,017.00
Family Plans (Per Month)					
BCBS 100% $30.00 co-pay	$2,232.00	$831.56	$1,400.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,893.50	$1,101.00	$792.50	$192.00	$1,293.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,744.50	$1,101.00	$643.50	$192.00	$1,293.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,538.50	$1,101.00	$437.50	$192.00	$1,293.00

**The City's 2013 VEBA contribution includes the $4.30 monthly claims fee.

Observations/Alternatives:

Consider approving some, but not all of the recommendations listed below. Such as:

Approving an increase to health insurance, but not reinstating the waiving benefit or a combination thereof
Approving a cost of living adjustment, but not the proposed health insurance increase
Approving another combination of options - as per discussion during the Personnel Committee meeting

Pros: Possible near-term monetary savings to the city

Cons: 1) Opposes the approved budget -- the City strives to accurately budget the personnel costs associated with the next budget cycle and the City Council approves the budgets based on discussion during the budgeting process, 2) may prolong the negotiations process with the unions, 3) lowers the value of employees' total compensation.

Recommendation:

To approve resolution XX-XX-XXX, which upon City Council approval, will authorize the above listed non-union city health insurance contributions, the option to waive health insurance in exchange for a cash benefit and to increase the non-union wage scale by one percent (1%).

Funding Source:

Funding for both city contributions to health insurance and cost of living adjustment are included in the 2013 general and enterprise fund budget.

Council Action:

Motion to recommend City Council adopt a resolution . . . (based on discussion)

Attachments

Summary of Benefits - Health Ins.
Summary of Benefits - Life Insurance
Supporting COLA Documentation
Proposed Health Ins. Contributions

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/17/2013 01:37 PM

Form Started By: Colleen Lasher Started On: 01/09/2013 11:03 AM

Final Approval Date: 01/17/2013

2013 - City of Ramsey

LOGIS Medical Plans

The information contained herein is subject to the disclosure and disclaimers and the final page of this illustration

Carrier:	BCBSMN	BCBSMN	BCBSMN	BCBSM
Plan	$30 Copay Plan	$1500 HRA	$2500 HRA	$4000 HRA
Network/RX Formulary	Flex Rx	Aware/Flex Rx	Flex Rx	Flex Rx
In-Network Plan Design Features				
Lifetime Maximum	**Unlimited**	**Unlimited**	**Unlimited**	**Unlimited**
Annual Maximum	**N/A**	**N/A**	**N/A**	**N/A**
Deductible CY	None	$1,500/person; $3,000/family	$2,500/person; $5,000/family	$4,000/person; $8,000/family
Coinsurance	100/0%	100/0%	100% after deductible	100% after deductible
Medical Out-of-Pocket Maximum (includes Medical & Rx)	$1,200/person; $5,000/family	$2,250/person; $4,500/family	$2,500/person; $5,000/family	$4,000/person; $8,000/family
Preventive Care	100/0%	100% coverage	100% coverage	100% (deductible waived)
Office Visit/Urgent Care	$30 copay	100% after deductible	100% after deductible	100/0% after deductible
Convenience/Retail Care Clinic	100% (copay waived)	100% after deductible	100% after deductible	100/0% after deductible
Lab & Pathology	100/0%	100% after deductible	100% after deductible	100/0% after deductible
X-ray & Other Imaging	100/0%	100% after deductible	100% after deductible	100/0% after deductible
Inpatient Hospitalization	100/0%	100% after deductible	100% after deductible	100/0% after deductible
Outpatient Hospitalization	100/0%	100% after deductible	100% after deductible	100/0% after deductible
Emergency Room Facility	$75 copay	100% after deductible	100% after deductible	100/0% after deductible
Emergency Room Physician	100% after copay above	100% after deductible	100% after deductible	100/0% after deductible
Prescription Drugs (Rx)	*Open formulary with a mandatory generic*	*Open formulary with a mandatory generic*	*Open formulary with a mandatory generic*	Open formulary with a mandatory generic
Rx Out-of-Pocket Maximum	N/A	N/A	N/A	N/A
Generic/Brand/Non-Formulary	80/20% with a min/max copay of $10/$25 per script	80/20% with a min/max copay of $10/$25 per script	80/20% with a min/max copay of $10/$25 per script	80/20% with a min/max copay of $10/$25 per script
Specialty	80/20% - capped at $200 per script per month	80/20% - capped at $200 per script per month	80/20% - capped at $200 per script per month	80/20% - capped at $200 per script per month
Mail Order	80/20% with a min/max copay of $20/$50 per script	80/20% with a min/max copay of $20/$50 per script	80/20% with a min/max copay of $20/$50 per script	80/20% with a min/max copay of $20/$50 per script
Out-of-Network Plan Design Features				
Deductible	$300/person; $600/family	$3,000/person; $6,000/family	$4,000/person; $8,000/family	$6,000/person; $12,000/family
Out-of-Pocket Maximum (includes medical and rx)	$4,000/person; $8,000/family	$5,000/person; $10,000/family	$7,000/person; $14,000/family	$9,000/person; $18,000/family
Coinsurance	75/25%	75/25%	65/35%	75/25%
Blue Cross Blue Shield Aware Rates				
Employee Only	$890.00	$755.00	$696.00	$613.50
Employee + Spouse	$1,870.00	$1,586.50	$1,462.00	$1,289.00
Employee + Children	$1,781.00	$1,511.00	$1,392.00	$1,227.50
Family	$2,315.50	$1,964.00	$1,810.50	$1,596.00
Blue Cross Blue Shield Accord Rates				
Employee Only	$858.00	$728.00	$671.00	$591.50
Employee + Spouse	$1,802.00	$1,529.50	$1,409.00	$1,242.50
Employee + Children	$1,716.50	$1,456.00	$1,341.50	$1,183.00
Family	$2,232.00	$1,893.50	$1,744.50	$1,538.50

Aware Network - Open Access

Accord network is a subset of the Aware network that excludes a small number of high-cost providers. Currently the Accord network excludes the following as in network providers: Mayo Clinic Povidders and Hazelden Providers.

Members who receive services at these "out of network" providers will still receive hold-harmless benefits

Rate Guarantees: 2013 = 8.5%, 2014= 9.5%, 2015 = 10.5% & 2016 = 11.5%. Regulatory mandated changes can impact rate caps.

This analysis is an outline of the coverage proposed by the carrier's), based on information provided by your company. It does not include all of the terms, coverage, exclusions, limitations, and conditions of the actual contract language. The policies and contracts themselves must be read for those details. Policy forms for your reference will be made available upon request.

City of Ramsey	Basic Life/AD&D and Supplemental Life/AD&D Benefit Highlights
Eligibility	All active full-time Employees.
Basic Life/AD&D Benefit Amount	$20,000.
Supplemental Life/AD&D Benefit Amount	You have the option to purchase Supplemental Life/AD&D insurance coverage in increments of $5,000 to a maximum of $500,000.
Supplemental Life/AD&D Guaranteed Issue Amount	The guaranteed issue amount is the amount of insurance that you may elect without providing evidence of insurability. If you enroll during your initial enrollment period, the guaranteed issue amount is $50,000 – *no medical information is required*. If you enroll after your initial enrollment period, evidence of insurability will be required for all coverage amounts.
Supplemental Dependent Coverage	You may also elect coverage on the lives of your spouse and/or dependent children, *even if you do not elect coverage on yourself*. To qualify, children must be unmarried and less than 19 years (or 25 years if a full-time student). Also, unmarried children over the age of 19 who are disabled may be eligible if certain conditions are met. A Personal Health Application will not be required for your spouse or child unless you are a late enrollee or your spouse coverage exceeds the spouse Guaranteed Issue amount noted below. *Spouse Supplemental Life/AD&D Benefit Amount:* Increments of $5,000 to a maximum of $250,000. You may not elect coverage for your spouse if your spouse is covered as an employee under this policy. *Spouse Guaranteed Issue Amount: $30,000* - Amounts over $30,000 require medical evidence. *Child Supplemental Life Benefit Amount:* Children between the ages of birth and 19 years are eligible for coverage of either $5,000 or $10,000, depending on the option you elect. Children who are full-time students are eligible for coverage until age 25.
Living Benefits Option	Should you be diagnosed as terminally ill with a 12-month life expectancy, the Living Benefits Option allows you to receive an accelerated payment of a portion of your life insurance. This option is available to individuals with at least $10,000 in group coverage from Hartford Life, subject to any maximum age limit described in your booklet. You may request a minimum accelerated payment of $3,000 up to a maximum of 80% of your coverage not to exceed $500,000. Funds are paid directly to you, with no policy restrictions on how you use them. The remaining benefit is then payable to the beneficiary.
Waiver of Premium	This provision applies if you become totally disabled before age 60 and your disability lasts for at least 9 months. You must provide proof of your condition within one year of your last day of work and once we approve, your coverage will continue without payment of premium up to age 65, as long as you remain totally disabled. The premium for your dependent's coverage will also be waived if you are disabled and approved for waiver of premium. Coverage for your dependents will end if the policy terminates. Payment of premium is required until waiver is approved by Hartford Life.
Contribution	The City of Ramsey pays the cost of Basic Life/AD&D coverage. You are responsible for the premium cost for Supplemental Employee and Dependent coverage.

This Benefit Highlights Sheet explains the general purposes of the insurance described, but in no way changes or affects the policy as actually issued. In the event of any discrepancy between any of these documents and the policy, the terms of the policy apply. Complete coverage information is in the certificate of insurance booklet issued to each insured individual. Please read it carefully and keep it in a safe place with your other important papers.

Skip Social Security
The Official Website of the U.S. Social Security Administration

Cost-Of-Living Adjustment

- COLA Home
- Cost-of-Living Adjustments (Fact sheet)
- Prior Cost-Of-Living Adjustments
- History of Automatic Cost-Of-Living Adjustments

History Of Automatic Cost-Of-Living Adjustments

Automatic benefit increases, also known as cost-of-living adjustments or COLAs, have been in effect since 1975.

The 1975-82 COLAs were effective with Social Security benefits payable for June (received by beneficiaries in July) in each of those years. After 1982, COLAs have been effective with benefits payable for December (received by beneficiaries in January).

COLAs received in 1975-2012 are shown below.

Automatic Cost-Of-Living Adjustments

July 1975 -- 8.0%	January 1995 -- 2.8%
July 1976 -- 6.4%	January 1996 -- 2.6%
July 1977 -- 5.9%	January 1997 -- 2.9%
July 1978 -- 6.5%	January 1998 -- 2.1%
July 1979 -- 9.9%	January 1999 -- 1.3%
July 1980 -- 14.3%	January 2000 -- 2.5%[1]
July 1981 -- 11.2%	January 2001 -- 3.5%
July 1982 -- 7.4%	January 2002 -- 2.6%
January 1984 -- 3.5%	January 2003 -- 1.4%
January 1985 -- 3.5%	January 2004 -- 2.1%
January 1986 -- 3.1%	January 2005 -- 2.7%
January 1987 -- 1.3%	January 2006 -- 4.1%
January 1988 -- 4.2%	January 2007 -- 3.3%
January 1989 -- 4.0%	January 2008 -- 2.3%
January 1990 -- 4.7%	January 2009 -- 5.8%
January 1991 -- 5.4%	January 2010 -- 0.0%
January 1992 -- 3.7%	January 2011 -- 0.0%
January 1993 -- 3.0%	January 2012 -- 3.6%
January 1994 -- 2.6%	January 2013 -- 1.7%

[1] The COLA for December 1999 was originally determined as 2.4 percent based on CPIs published by the Bureau of Labor Statistics. Pursuant to Public Law 106-554, however, this COLA is effectively now 2.5 percent.

Last reviewed or modified 10/16/2012

Related Information

- COLA, tax, benefit and earning amounts for 2013
- The Story of COLAs
- Actuarial resources
- **Press Release:** Social Security Announces 1.7 Percent Increase For 2013
- Effect of COLA on Social Security Benefits

Cost-Of-Living Adjustment

Social Security and Supplemental Security Income (SSI) benefits are adjusted to reflect the increase, if any, in the cost of living as measured by the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) prepared by the Bureau of Labor Statistics (BLS). The purpose of the cost-of-living adjustment (COLA) is to ensure that the purchasing power of Social Security and SSI benefits is not eroded by inflation.

For purposes of determining the COLA, the average CPI-W for the third calendar quarter of the last year a COLA was determined is compared to the average CPI-W for the third calendar quarter of the current year. The resulting percentage increase, if any, represents the percentage that will be used to increase Social Security benefits beginning for December of the current year. SSI benefits increase by the same percentage the following month (January). If the increase in the CPI-W is at least one-tenth of one percent (0.1 percent), there will be a COLA. However, if the CPI-W increases by less than 0.05 percent, or if the CPI-W decreases, there will not be a COLA.

History

Congress enacted the COLA provision as part of the 1972 Social Security Amendments. Prior to enactment, increases in Social Security benefits had to be enacted by Congress on an ad hoc basis. At that time, inflation was relatively high, so the provision enacted in 1972 provided for an automatic COLA only if the increase in the CPI-W was at least 3 percent, the so-called "3-percent trigger."

By the mid-1980s, as inflation began to wane, it became apparent that because of the 3-percent trigger, it could be possible that there would not be an annual COLA. In 1986, Congress enacted legislation to eliminate the 3-percent trigger.

Other Automatic Increases

There are a number of other automatic increases in the Social Security program. Two of these increases are based upon increases in the national average wage index, but are triggered only if there is a COLA for Social Security benefits. These increases are:

- The contribution and benefit base—the cap on the amount of wages and self-employment income subject to Social Security payroll tax; and
- Retirement earnings test exempt amounts—caps on the amount of earnings that a beneficiary can earn before a reduction in benefits will apply.

Effect on Medicare Part B Premium

Unlike the Social Security COLA, the CPI-W plays no part in the computation of the Medicare Part B premium. The Medicare Part B premium changes each year, if necessary, so that the Part B premium is sufficient to fund approximately 25 percent of the projected cost of the Part B program. Any such premium change is effective in January.

Information about Medicare changes for 2013 will be available at ***www.medicare.gov***.

Contacting Social Security

For more information and to find copies of our publications, visit our website at ***www.socialsecurity.gov*** or call toll-free, **1-800-772-1213** (for the deaf or hard of hearing, call our TTY number, **1-800-325-0778**). We treat all calls confidentially. We can answer specific questions from 7 a.m. until 7 p.m., Monday through Friday. We can provide information by automated phone service 24 hours a day.

We also want to make sure you receive accurate and courteous service. That is why we have a second Social Security representative monitor some telephone calls.

Social Security Administration
SSA Publication No. 05-10526
October 2012

Health Plan Type/Tier	ACCORD Premium	AWARE Premium	City Contribution to Premium	Employee Cost for Accord Network	Employee Cost for Aware Network	City Contribution to VEBA	Total City Contribution
Single Plans (Per Month)							
BCBS 100% $30.00 co-pay	$858.00	$890.00	$517.14	$340.86	$372.86	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$728.00	$755.00	$600.00	$128.00	$155.00	$130.00	$730.00
BCBS $2500 Ded. Plan w/VEBA	$671.00	$696.00	$600.00	$71.00	$96.00	$130.00	$730.00
BCBS $4000 Ded. Plan w/VEBA	$591.50	$613.50	$591.50	$0.00	$22.00	$155.00	$746.50
Employee + Children Plans (Per Month)							
BCBS 100% $30.00 co-pay	$1,716.50	$1,781.00	$831.56	$884.94	$949.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,456.00	$1,511.00	$935.00	$521.00	$576.00	$160.00	$1,095.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,341.50	$1,392.00	$935.00	$406.50	$457.00	$160.00	$1,095.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,183.00	$1,227.50	$935.00	$248.00	$292.50	$160.00	$1,095.00
Employee + Spouse Plans (Per Month)							
BCBS 100% $30.00 co-pay	$1,802.00	$1,870.00	$831.56	$970.44	$1,038.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,529.50	$1,586.50	$857.00	$672.50	$729.50	$160.00	$1,017.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,409.00	$1,462.00	$857.00	$552.00	$605.00	$160.00	$1,017.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,242.50	$1,289.00	$857.00	$385.50	$432.00	$160.00	$1,017.00
Family Plans (Per Month)							
BCBS 100% $30.00 co-pay	$2,232.00	$2,315.50	$831.56	$1,400.44	$1,483.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,893.50	$1,964.00	$1,101.00	$792.50	$863.00	$192.00	$1,293.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,744.50	$1,810.50	$1,101.00	$643.50	$709.50	$192.00	$1,293.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,538.50	$1,596.00	$1,101.00	$437.50	$495.00	$192.00	$1,293.00

**The City's 2013 VEBA contribution includes the $4.30 monthly claims fee.

Personnel Committee **4. 5.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Address Building Maintenance Staffing Needs

Background:

The City previously employed two full-time and one part-time building maintenance employees (2.5 FTE). As part of the voluntary early separate program, the part-time building maintenance worker retired on June 28, 2012. Then, the position was eliminated as part of the 2013 budget process.

It was thought that any critical coverage needs could be handled by a low cost seasonal/temporary employee or, if necessary, from within the department. It was also thought that contracting out for Municipal Center snow removal (at a cost of $16,850) would reduce the number of person-hours needed in Building Maintenance.

In July, Mr. Jeff Strelow, a parks seasonal worker was assigned to help cover some of the building maintenance needs on a part-time basis. In August, one of the two full-time building maintenance employees went out on leave due to a serious medical condition. At this point in time, the City entered into a Memorandum of Understanding (MOU) with AFSCME in order to maintain two full-time staff members covering the daily 16-hour shift. In September, the full-time building maintenance worker was authorized to return to work with restrictions. In November, he was cleared of all restrictions. However, by this time the Building Maintenance Supervisor was in need of using his vacation time, resulting in just two building maintenance staff again. At this time, the MOU has expired and Mr. Strelow is working through the notice of lay-off period. In addition, the contract with the snow removal company was terminated due to lack of performance, transferring snow removal back to the building maintenance staff.

The events that took place in the division over the late summer and Fall have served as somewhat of a trial period to see how the work would be completed. It has become very apparent that the building maintenance function requires a minimum of 2.5 FTEs, for the following reasons: 1) Overtime pay has gone up by 40%, 2) snow removal responsibilities are back with the building maintenance staff, but the City saved $13,480 out the $16,850 contract due to early termination, 3) Coverage for the 16-hour shift with just two employees is unsustainable—especially considering the level of public meeting space use in the Municipal Center—as of January 15th the 2013 meeting schedule is already booked at 75% capacity of the available evenings, plus some Saturdays-see attached meeting schedule , 4) there is little opportunity for staff to schedule vacation time or to stay home if needed for illness, 5) 2.0 FTEs puts the City in a reactive mode in the event that either of the full-time staff require a day off.

Notification:

It may be of interest to the City Council to know that Mr. Strelow went through a competitive recruitment process and was given a contingent job offer by the City in February 2009. Unfortunately, the offer was rescinded just prior to City Council approval due to the economy. Since then, Mr. Strelow has worked as a parks seasonal worker each year and he enjoys working for the City.

Per the MOU with AFSCME, if the City Council authorizes the City to fill this position, Mr. Strelow has recall rights to the building maintenance position; thereby eliminating the expense associated with an external recruitment process.

It may also be of interest to the City Council to know that janitorial services were contracted out in the recent past and staff feels confident that a part-time city of Ramsey employee is the best option for the best price. Previously, the City's experience with contracted cleaning services has not been good. In 2007, the City contracted with Carlson Building Services in the amount of $38,830; which included 2 employees working a 5-hour shift, 3 days a

week. There was little consistency among workers, the building maintenance supervisor took issue with the quality of work and necessary follow-up, and worker(s) attempted to work without having a background check completed, creating a security concern, especially in the Police Department.

Observations/Alternatives:

Alternatives:

1. Leaving building maintenance coverage with just two full-time employees is not an option at the current level of service.

2. Covering some of the janitorial tasks by contact could be considered. Staff contacted Leone's Cleaning Service in Anoka of for a bid on janitorial services; however, staff has not received a response as of this writing. If a cleaning service is hired, the lock-down of the building in the evening could possibly be performed by the Patrol staff, contingent upon the call volume or by other staff after evening meetings. However, this alternative would not be recommended for reasons mentioned above.

Recommendation:

To approve hiring Mr. Jeff Strelow as a regular part-time building maintenance worker, at step 1 of the 2012 wage scale @$15.99 per hour for 20 hours per week; with the option to work up to 30 hours per week on occasion, as necessary, as determined by the Public Works Superintendent and approved by the City Administrator. All other personnel policies would apply and Mr. Strelow would be subject to a 6-month probation.

Funding Source:

The annual salary for this position scheduled at 20 hours per week, at step 1 of the 2012 wage scale, is $20,864. With the savings from the plowing contract, the difference is $3,370. The Public Works Superintendent will make cuts to his 2013 seasonal staffing budget to fund the remaining balance and/or look for savings elsewhere in the Public Works budget.

Council Action:

Motion to recommend City Council adopt a resolution to approve hiring Mr. Jeff Strelow as a regular part-time building maintenance worker, at step 1 of the 2012 wage scale @$15.99 per hour for 20 hours per week; with the option to work up to 30 hours per week on occasion, as necessary, as determined by the Public Works Superintendent and approved by the City Administrator.

Attachments

Eval Criteria
Meeting Room Availability
Agreement and Proposal

Form Review

Inbox	Reviewed By	Date
Kathy Schmitz	Kathy Schmitz	01/17/2013 08:46 AM
Colleen Lasher (Originator)	Colleen Lasher	01/17/2013 10:24 AM
Grant Riemer	Grant Riemer	01/17/2013 10:43 AM
Kathy Schmitz	Kathy Schmitz	01/17/2013 10:47 AM
Kurt Ulrich	Kurt Ulrich	01/17/2013 02:34 PM
Colleen Lasher (Originator)	Colleen Lasher	01/17/2013 02:36 PM
Kathy Schmitz	Kathy Schmitz	01/17/2013 03:02 PM
Grant Riemer	Grant Riemer	01/17/2013 03:08 PM
Kurt Ulrich	Kurt Ulrich	01/17/2013 04:27 PM
Form Started By: Colleen Lasher		Started On: 01/14/2013 08:22 AM

Evaluation Criteria for Vacant and New Positions

1. **Is the position essential?**

   Essential positions are those that provide core public health and safety services; emergency and disaster assistance; and preservation of the essential elements of the City's financial activities.

   *While the position of **Part-Time Building Maintenance** is not essential in terms of the definition above, it is essential in the maintenance and repair of our public buildings and grounds. This position would support our full time building maintenance staff in the maintenance and repair of the following buildings: City hall, Police department, Fire stations 1 and 2, the Public Works offices, Central Park warming house, park center building, municipal parking ramp, grounds maintenance at city hall and the old Municipal Center on NowThen Blvd.*

2. **Is the position critical?**

   Critical positions are positions that are, for example, one-position job classes or positions with duties that cannot be modified, reassigned or eliminated. Detailed responses to the following questions will be required in determining whether or not a position is "critical" to providing high-quality services to residents, business owners and/or employees:

   - Explain how this position is key to achieving the strategic goals identified by the City Council.

     Though building maintenance is not listed as a strategic goal for 2012, the City of Ramsey's investment in public structures is substantial. The investment in government buildings is approximately $26,000,000. The municipal center represents the City of Ramsey to our residents and to anyone visiting our city. With the Anoka County License center located in our building, the municipal center is a direct representation of our city to outside visitors.

   - Can the duties be re-engineered or automated? Please explain

     .

     No, though many of the functions of the building systems are automated already, the duties of building maintenance include basic janitorial services, as well as grounds maintenance; those functions could not be automated or re-engineered.

- Can the duties be reassigned temporarily or permanently? Please explain.

The position cannot be permanently reassigned. To some degree, the public works department could fill in on a temporary basis during emergencies by helping out with the basic janitorial functions, opening or closing the building, etc. However, they are needed in the public works department to carry out the primary functions of their respective areas. As mentioned earlier, the municipal center uses highly automated computer controlled systems for most building functions, such as electrical, HVAC, and security. If another employee were to fill in on a regular basis, they would have to work alongside the full time staff for a period of time and be trained on numerous computer systems.

- Can the position remain unfilled temporarily or permanently? Please explain.

No. Simply stated, two full-time and one part-time employee is the bare minimum. As a result of having just two fulltime employees performing the work we are temporarily operating under a Memorandum of Understanding (MOU) with the AFSCME union. The MOU was necessary due to an emergency medical leave with the fulltime building maintenance employee earlier this year. When the MOU runs out in the near future, we will be operating with only two staff members to cover the 16 hour shift, with no coverage for vacation time, sick time, or occasional extra project that may arise.

- Can the position be filled internally?

Yes. Currently we are using a former seasonal employee from our park department, Jeff Strelow. He has been covering during the aforementioned medical emergency and has worked out very well. He would be interested in the part time position. I have received nothing but positive feedback on his performance to date. Also, he has passed all required back ground checks to work in the secured environment of the police department.

- What is the impact (i.e., to residents, business owners, employees, and/or operations) if the position is not filled?

The municipal center is used by many civic and business groups most nights during the week and weekends for meetings. We have always had staff available to help set up for meetings and answer any questions/problems that

may arise. Some of the larger maintenance issues, such as moving furniture or floor care require two people and occasionally need to be performed before or after normal business hours. During these larger projects we would be short on coverage the remainder of the day. Also with only two employees there is no coverage for sick leave or vacation time. If someone does need the day off for any reason we either sacrifice the current level of service or go into an overtime situation. At present time the building maintenance supervisor is in jeopardy of losing accrued vacation time. He is unable to plan adequate days off because of the short staffing situation.

Can the service provided be reduced, eliminated, or contracted out?

If this service was reduced or eliminated, it would have a direct impact on building maintenance and after hour services provided to the public. The option to contract out is not cost effective – see attachments for supporting documentation.

- What is the budgetary impact if the position is not filled (e.g., additional overtime/compensatory time off costs)

  The previous part-time building maintenance worker retired on June 28, 2012. Since then there has been a 40% increase in overtime hours worked.

- What are the circumstances that warrant the creation of this new position?

This is not a creation of a new position. We are asking to backfill a position that was previously left vacant due to a retirement and subsequent removal from the budget.

3. What is the total annual cost of the position (e.g., salary, taxes, benefits, equipment, etc.)?

The 2012 salary range for this position is $15.98 per hour to $19.98 per hour. The estimated total annual cost to hire a new part-time building maintenance worker at step 1 of the wage scale is $20,864.

Meeting Room Availability as of January 15, 2013
Building must be Prepared, Open, and Locked Down

January 2nd (Wed)	Total:	1
February 6th, 13th, 20th, and 27th (all Wed)	Total:	4
March 6th, 13th, 20th and 27th (all Wed)	Total:	4
April 3rd, 10th, 15th, 17th, 24th, and 29th (2 Mon & 4 Wed)	Total:	6
May 1st, 8th, 15th, 22nd, 29th (all Wed)	Total:	5
June 5th, 10th, 17th, 19th 26th, and 27th (2 Mon, 3 Wed & 1 Thurs)	Total:	6
July 3rd, 8th, 10th, 15th, 17th, 24th, 25th, 29th, 31st (3 Mon, 5 Wed, & 1 Thurs)	Total:	9
August 7th, 12th, 14th, 19th, 21st, 22nd, 28th, 29th (2 Mon, 4 Wed. & 2 Thurs)	Total:	8
September 4th, 11th, 16th, 18th, 25th, and 30th (2Mon & 4 Wed)	Total:	6
October 2nd, 9th, 16th, 21st, 23rd, 24th and 30th (1 Mon, 5 Wed, & 1 Thurs)	Total:	7
November 6th, 13th, 18th, 20th and 27th (1 Mon & 4 Wed)	Total:	5
December 4th, 11th, 16th, 18th and 30th (2 Mon & 3 Wed)	Total:	5
	Total …….66	days are not booked of the 260 Business Days in 2013, this represents 75% of the business days..

CITY OF RAMSEY

AGREEMENT FOR PARKING RAMP AND MUNICIPAL CAMPUS

SNOW REMOVAL

1. PURPOSE/INTENT

a. Ramp Snow Removal

The purpose of this agreement provides the City of Ramsey (hereinafter called CITY) and the successful bidder (hereinafter called CONTRACTOR) with a mutually acceptable agreement to provide planned and emergency scheduled snow removal operations at the Municipal Parking Ramp and Ramsey Municipal campus located at 7550/7650 Sunwood Drive NW, Ramsey, Minnesota.

b. Location

The Municipal Parking Ramp and sidewalks are located at 7650 Sunwood Drive NW Ramsey MN 55303.

The parking ramp at this time consists of 4 floors and 790 parking stalls. The surface parking lots and sidewalks are located at The Ramsey Municipal Center located adjacent to the ramp at 7550 Sunwood Drive NW. The surface parking lots consist of approximately 70 parking stalls spread over 3 lots.

c. Administration

This agreement shall be entered into with the City Council of the City of Ramsey, administered by the Public Works Superintendent and under the direct operation supervision of the Public Works Superintendent or designated representative.

d. Municipal Parking Ramp Snow Removal

The City's snow removal policy requires that the ramp, ramp entrance road, perimeter sidewalks associated with the ramp and internal exposed stairwells and crossover walkways will be cleared of all snow by 5:00 am on all levels of the parking ramp. Sidewalks and stairwells must be treated for ice as needed. Sidewalks will include approximately 500' of sidewalk used by the NorthStar Rail Station. Normal plowing operations for the City of Ramsey begin with the accumulation of two (2) or more inches of snow. For the purposes of the Parking Ramp and Municipal Center snow removal, operations will begin with the accumulation of ½" or more of snow. Deicing material will be required as needed in the ramp, especially on the ramp leading to the 4th level and the 4th level parking surface. Snow cannot be piled up on the ramp for removal. It must be removed in one continuous operation. It will be the responsibility of the contractor to supply a list of de-icing chemicals and their operating characteristics for approval by the city. Sand mix is only to be used in extreme cold or heavy ice conditions. Deicing material will be spread on all surface lots and sidewalks to provide safe driving and walking conditions. Snow is to be removed from the site and deposited at a location provided by the city. For bidding purposes the dumpsite will be located within a one mile radius of the Municipal Center. It is the intention of the CITY to retain the services of the CONTRACTOR for each snow fall requiring removal under the CITY'S current Snow Removal Policy. It will remain city staff's responsibility to respond to snowfalls and icy conditions that arise during the business day. Historically, Ramsey averages approximately 44 inches of snow per year requiring 6 - 10 separate snow removal operations. Snow removal operations should be completed in approximately 2-4 hours. www.**nws**.noaa.gov will be the official website for snowfall amounts for the 55303 zip code.

Municipal Surface Parking Lots and Sidewalks

The City's snow removal policy requires that all surface parking lots and sidewalks contained within the Municipal Center Campus will be cleared of snow and treated for ice by 7:00 am. It will be the responsibility of the contractor to supply a list of de-icing chemicals and their operating characteristics for approval by the city. Sand mix is only to be used in extreme cold or heavy ice conditions. Again the snow is to be removed from the site and deposited in a location provided by the city. No snow from the parking lots or sidewalks may be pushed or deposited on any city street, sidewalk or adjacent property without prior permission from the Public Works Superintendent.

e. Scope of Operations

It is the intent of the CITY that the CONTRACTOR provides adequate pieces of equipment to perform the snow removal operations. Additional pieces of appropriate type equipment for each area may be used by the CONTRACTOR for any or all snow removal operations with prior written approval of the CITY.

2. LENGTH OF AGREEMENT

a. This agreement shall be a one year agreement limited to the snow removal seasons typically commencing November 1, 2012 and ending April 15, 2013 inclusive. This agreement may be renewed by written mutual consent of both the CITY and the CONTRACTOR.

b. This agreement may be terminated for good cause, including failure to perform in accordance with this agreement, by the CITY during the agreement period subject to written notice being delivered by registered mail sent to the CONTRACTOR at the address referenced on the Proposal form.

c. The CITY cannot and will not guarantee a minimum number of work hours for any snow removal operation for duration of the agreement.

3. EQUIPMENT

a. All substantial equipment used in snow removal operations must be 2006 model year or newer. (pickups, skid steers, etc….)

b. Accessories & Safety Equipment

All vehicles shall be properly equipped and outfitted to meet all local, county,

state or federal laws required for on-the-road emergency snow removal operations. Safety equipment will include emergency lighting that is visible 360 degrees around the vehicle. They shall provide the operator with full visibility in all directions and shall have a backup warning system. The operator's cab shall be fully enclosed and properly equipped with all equipment necessary to allow the efficient and safe operation of that vehicle. The CITY reserves the right to reject at any time, without notice to the CONTRACTOR, any vehicle that does not appear to comply with all rules or regulations required for over-the-road snow removal operations. Rejection of vehicle acceptability will also take into consideration the condition and limitations of operation of the vehicle or its accessory equipment.

c. Skid steer loaders, dump trucks and similar equipment must include emergency lighting and meet all applicable DOT safety standards

d. Vehicle Designation/Replacements

The CONTRACTOR shall provide the CITY with the vehicle identification number and license plate number (where applicable) to the CITY within ten days of execution of this contract. After inspection by the CITY, those vehicles acceptable for performance under this contract will be verified by the CITY. Except for emergencies, any planned substitution or replacement of previously approved equipment shall require prior written approval by the CITY.

4. OPERATION & MAINTENANCE

a. Operator

The CONTRACTOR shall ensure that the operator provided with each piece of equipment is fully trained and properly licensed with the State of Minnesota to operate the bid vehicle or any anticipated replacement. The CONTRACTOR shall make every effort possible to ensure that the same operator performs the snow removal operation during the length of the agreement.

b. Parts & Fuel

The rates contained herein shall cover all operation and maintenance expenses including but not limited to fuel, lubricants, supplies and support services. It shall also include depreciation on the vehicle and related equipment including the repair, maintenance and replacement of all materials and supplies including cutting edges and tire chain cross links. It shall also include all labor, tools and equipment necessary for making any and all repairs or replacements which may be necessary to keep and maintain the machine and all parts thereof in proper and safe working order and serviceable repair.

c. Storage

The CONTRACTOR shall assume all responsibility and costs associated with maintaining proper and necessary protection/shelter/storage for both the vehicle and operator.

5. PERFORMANCE REQUIREMENTS

a. Personnel

The CONTRACTOR shall provide the CITY with the name, address and telephone number(s) for at least two designated contact personnel responsible for

insuring response to the CITY'S request for services. The CONTRACTOR shall ensure that at least one of the contact persons is available and accessible 24 hours per day, seven days per week.

b. Response Time

The City will give a minimum of a (two) 2 hour advance notice of the projected start time. In the event the contractor misses a part of their assigned plowing areas they are required to respond within 30 minutes after being notified of the situation. The CONTRACTOR shall ensure that the equipment and operator are ready to report to the City garage at that time and able to continuously provide snow removal services through the completion of the areas. The CONTRACTOR shall not allow any given operator to work more than 16 consecutive hours without an eight hour break. The CONTRACTOR shall be responsible for providing replacement personnel if snow removal operations require more than 16 consecutive hours of operation.

c. Down Time

The CONTRACTOR shall ensure that all equipment provided is maintained in a proper manner to minimize required maintenance or emergency repairs during the performance of snow removal operations. If, once commencing a snow removal operation, a piece of equipment becomes disabled and non-functioning for a period of two (2) consecutive hours, the CONTRACTOR shall provide a satisfactory replacement vehicle and operator if necessary at no additional cost to the CITY.

d. Communications

The CONTRACTOR shall ensure that the operator maintains full availability for communication at all times during the snow removal operations.

e. Authority/Direction

The CONTRACTOR and his designated operators shall respond to all directions given by the CITY in a positive, courteous and timely manner during the snow removal operations. The CITY reserves the right to reject any piece of equipment or operator from continued or further engagement of services due to incompetence or insubordination or inability of the piece of equipment to function properly for the requested services.

The CONTRACTOR shall begin the snow removal operations at the Public Works garage located at 14100 Jaspar St NW. This will allow the City to bring the Contractor up to date on any changes/issues that may need to be addressed.

f. Law Obedience

The CONTRACTOR and his designated operator shall be responsible for their actions and compliance with all regulatory laws and ordinances governing the operation of the machine while performing snow removal operations for the CITY.

g. Non Performance

The CONTRACTOR shall waive any and all objections, rights to objections and claims for additional compensation, damages or loss of revenue resulting from work performed by the CITY either prior to, during or after any scheduled or emergency snow removal operation in lieu of these contractual services as may be

necessary due to non performance or excessive delays of the CONTRACTOR. The CONTRACTOR will also be responsible to supply a performance bond equal to half the annual bid.

h. Property Damage

The CONTRACTOR shall be responsible for any and all damage to private as well as public property (including public utilities) due to its own or its employee's negligence in performing snow removal operations. This includes landscaping and plant material surrounding the surface lots.

6. COMPENSATION

a. Payment Schedule

All pay requests must be prepared and submitted by the CONTRACTOR as verified and approved by the Public Works Superintendent. All payment requests submitted will be per snow event and dated as such. All pay requests so received shall be processed and payment made by the CITY not less than 15 and not more than 30 days after receipt.

7. INSURANCE/LIABILITY/CLAIMS

a. Indemnification

The CONTRACTOR indemnifies, saves and holds harmless the CITY and all of its agents and employees of and from any and all claims, demands, actions or causes of action of whatsoever nature or character arising out of or by reason of the CONTRACTOR'S performance under this agreement. It is hereby understood

and agreed that any and all employees of the CONTRACTOR and all other persons employed by the CONTRACTOR in the performance of services under this agreement, required or provided for hereunder by the CONTRACTOR shall not be considered employees of the CITY and that any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of said employees while so engaged in any and all claims made by any third parties as a consequence of any act or omission on the part of said CONTRACTOR'S employees while so engaged in the performance of these services, to be rendered herein by the CONTRACTOR shall, in no way, be the obligation or responsibility of the CITY.

b. Insurance

The CONTRACTOR shall, at his sole cost and expense, carry and maintain general and public liability and property damage insurance coverage of $600,000 for any one accident and $600,000 aggregate protecting the CONTRACTOR, his employees and the CITY against any and all claims of any kind or character whatsoever arising from damage, injury (including bodily injury or death) caused by or arising from the operation and use of the machine at the request of the CITY. Such insurance shall be in full force and effect during the time that the machine is operated at the request of the CITY. Such insurance policy shall provide for a minimum of 30 days written notice to the City Clerk of cancellation, non-renewal or material change of the required insurance coverage. The requirement and approval of this insurance by the CITY shall not in any way relieve or decrease the liability of the CONTRACTOR. It is expressly understood

that the CITY does not in any way represent that the specified limits of liability or coverage or policy forms are sufficient or adequate to protect the interest or liabilities of the CONTRACTOR.

c. Legal Compliance

The CONTRACTOR agrees to comply with all State and Federal laws and local ordinances governing the employment of personnel including, but not limited to, Minnesota Statute Section 181.59 relating to discrimination in employment, and Section 290.07 requiring the certification of income tax withholding.

d. Claims

The CONTRACTOR agrees to process and resolve all claims submitted by affected property owners of the City of Ramsey in a timely manner.

8. AGREEMENT APPROVAL CONSIDERATIONS

a. Selection

The CITY reserves the right to retain the services of the CONTRACTOR who, in the opinion of the CITY, can best provide the services requested under this agreement. Consideration shall be given to rates, availability and condition of equipment, competency of operators, previous experience, response time and specific pieces of equipment so quoted.

9. BID PROPOSALS

Quotations for snow removal services are to be submitted as a ***lump sum annual fee***. Please separate bids and mark them clearly for the ***Municipal Parking Ramp*** and for the ***Municipal Campus***. All proposals must be type written or printed in ink and properly signed by an officer of the company. If the submitted proposal is accepted by the CITY and properly countersigned, it shall constitute a formal agreement between the CONTRACTOR and the CITY with no further revisions, addenda or exceptions acknowledged unless previously noted in writing on the bid proposal form. All required performance bonds, insurance certificates and additional requested information shall be submitted in a form acceptable to the City within 15 days of execution of the agreement and request by the CITY.

DESCRIPTION OF EQUIPMENT

The following information must be completed as part of this proposal for each piece of equipment proposed to be furnished: (If quoting more than two machines, use additional sheet.)

¾ Ton Pickup

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE SIZE FRONT WHEELS		
REAR WHEELS		

1-Ton Pickup

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE FRONT WHEELS		
SIZE REAR WHEELS		

Alternate Equipment

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE FRONT WHEELS		
SIZE REAR WHEELS		

Skid Steer

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE FRONT WHEELS		
SIZE REAR WHEELS		

Dump Truck

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE SIZE FRONT WHEELS		
REAR WHEELS		

Small Snow Blowers and Misc. Equipment

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		

UNIT NO. 1_____

UNIT NO. 2_____

UNIT NO. 3_____

UNIT NO. 4_____

UNIT NO. 5_____

UNIT NO. 6_____

CITY OF RAMSEY

DEPARTMENT OF PUBLIC WORKS

AGREEMENT FOR THE LEASE AND RENTAL OF FULLY OPERATED EQUIPMENT FOR STREET SNOW REMOVAL

Proposals will be received at the City of Ramsey Municipal Center 7550 Sunwood Drive NW Ramsey Minnesota 55303 for ***Snow Removal Operations*** for the Municipal Parking Ramp and Municipal Campus in the City of Ramsey.

PROPOSAL OF _____
Firm Name (Please Print)

ADDRESS _____
Address

_____
City State Zip

_____
Phone

NOTE: This proposal must be signed on the last page, and all sheets in this proposal must be returned when bidding.

I

In accordance with the notice of the City of Ramsey, Minnesota soliciting quotations (I) (We), the undersigned, hereinafter called the CONTRACTOR, hereby offer to provide the City of Ramsey, hereinafter called the CITY, acting by and through its Public Works Superintendent, the Snow Removal Operations for which the quotation may be accepted, subject to the terms and conditions herein specified; and the parties further agree that this proposal form shall become the agreement for the Snow Removal Operations at the Municipal Parking Ramp and the Municipal Campus Snow Removal upon its execution by the City.

(I) (We) hereby certify that (I am) (We are) the only person (s) interested in this proposal as principal (s); that it is made and submitted without fraud or collusion with any other person, firm or corporation; and that (I) (We) have examined this Proposal and Agreement Form, and understand its contents.

(II) Annual fee for snow removal services at the Municipal Parking Ramp is $_____

(III) Annual fee for snow removal services at the Municipal Center Campus is $_____

II

This Proposal must be signed below in ink by a duly authorized agent of the Contractor providing the equipment and operators.

(YOUR SIGNATURE MUST BE NOTARIZED WHEN SIGNING - SEE FOLLOWING PAGE.)

Date _____20___. By: _____
Signature

_____
Name (Please Print)

For: _____
Company

Its: _____
Title

III

The above quotation for Snow Removal at The Municipal Ramp _____is hereby accepted.

The above quotation for Snow Removal at the Municipal Campus _____is hereby accepted.

CITY OF RAMSEY

By: _____/_____
Bob Ramsey Date
Mayor

_____/_____
Jo Thieling Date
City Clerk

_____/_____
Grant Riemer Date
Public Works Superintendent

Personnel Committee **4. 6.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Recruit for an Economic Development Manager

Background:

The City's Economic Development & Marketing Manager resigned in March, 2012 and the Assistant City Administrator/Community Development Director resigned in April, 2012. Both positions were significantly involved in Economic Development. Since then, with the City Administrator's general oversight and support, the Management Analyst has been covering many of the City's economic development duties; the Finance Director has been covering the Tax Increment Financing district responsibilities; and the EDA consultant Mike Mulroney has assisted with various economic development projects, as needed.

A needs analysis (see attached) has been conducted for this position. Based on results of that analysis, staff is recommending that a full-time Economic Development Manager be hired to perform the City's economic development function. This position would be responsible for the development and implementation of economic development, programs, and services for both commercial and industrial businesses.

Staff is proposing a slight restructure of this position from Economic Development & Marketing Manager to Economic Development Manager to allow this position to focus specifically on economic development. The restructure would place more emphasis on real estate and development transactions such as negotiating and securing property purchases for the purposes of development and redevelopment; as well as transferring much of the marketing and communications component (via electronic and printed media) to the Management Analyst.

Additionally, staff proposes continuing that the Management Analyst' would continue to assist in some economic development duties to ensure continuity with internal and external customers, and to provide a proactive back-up staffing for this important fuction.

The importance of filling the economic development position City's investment of time and resources in retaining and expanding existing businesses and attracting new businesses. Without this position it will be very difficult to attain many of the City Council's strategic goals; many of which focus on economic development. This was a key position included in the 2013 budget.

The needs analysis for the Economic Development Manager position is attached for your review and consideration. In addition, staff has included minutes from the most recent EDA meeting which indicate EDA support for hiring a full-time Economic Development Manager.

Notification:

Observations/Alternatives:

There are no viable options that will properly address the City's Economic Development needs.

Recommendation:

To authorize staff to begin the recruitment process for an Economic Development Manager.

Funding Source:

The annual funding required for this position approximately $87,210 (TIF @ 20%, EDA 20%, HRA 60%). Funding for this position is included in the 2013 budget.

Council Action:

Motion to recommend City Council adopt a resolution to approve staff to begin a recruitment process for an Economic Development Manager.

Attachments

Draft EDA Minutes from Jan. '13

Needs Analysis

Current ED duties by MA

Job Description

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/17/2013 04:54 PM

Form Started By: Colleen Lasher Started On: 01/14/2013 07:48 AM

Final Approval Date: 01/17/2013

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, January 10, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Member John LeTourneau
Member Wayne Skaff
Member Jim Steffen (arrived at 7:35 a.m.) – Elected Chair 1/10/13
Member Kristine Williams

Members Absent: None

Also Present: Patrick Brama, Management Analyst
Kurt Ulrich, City Administrator
Colleen Lasher, Human Resources Manager

1. CALL TO ORDER

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

2. APPROVE AGENDA

Chairperson Riley noted the addition of agenda item 4.07 – EDA staff position discussion.

Motion by Member Skaff, seconded by Member Williams, to approve the agenda as amended.

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated December 13, 2012

Motion by Member LeTourneau, seconded by Member Skaff, to approve the minutes dated December 13, 2012.

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

4. EDA BUSINESS

4.01: Election of Officers

Management Analyst Brama stated the EDA is comprised of five at-large members and two members appointed by the City Council and the City Council recently appointed Councilmembers LeTourneau and Riley to the EDA, resulting in two at-large vacancies on the EDA which will be filled in April by City Council appointment.

Motion by Member Skaff, seconded by Member LeTourneau, to elect Jim Steffen as Chairperson of the EDA.

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

Motion by Member Williams, seconded by Member LeTourneau, to re-elect Wayne Skaff as Vice Chair/Treasurer of the EDA.

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

Chairperson Steffen then presided over the remainder of the meeting.

4.02: Discuss Future Land Use Options for the General Business District Node at 167th Avenue and Trunk Highway (TH) 47

Management Analyst Brama stated this property has struggled to remain economically viable and the City has conducted a number of studies in the past including a TIF study. He indicated the City has been contacted regarding the property at 6001 167th Avenue and one user has expressed interest in establishing a gun range/archery range on the site; staff will be meeting with this user on January 11th. He stated the other user has expressed interest in establishing a metal and/or clothing recycling facility on this site. He noted the City also received an inquiry from the property owner regarding a possible rezoning which, by law, would require the neighboring properties to be rezoned. He advised the gun range/archery range and recycling facility would require a zoning amendment and these uses cannot be conditional uses. He stated the City was also approached about the property at 5909 167th Avenue for a possible day care center and this use is allowed under existing City Code. He stated the Planning Commission and City Council will be reviewing this property from a zoning perspective to determine whether to rezone this node and the surrounding properties or whether to permit an overlay district. He requested input regarding the EDA's role in this matter as outlined in the staff report.

Member LeTourneau stated he was pleased to see this item on the agenda and encouraged the EDA to carefully review the issue and resist doing something that is reactionary versus visionary. He indicated he would like to see further efforts on the master planning aspect of this rather than introduce uses to the site that would require zoning changes.

Chairperson Steffen requested further information regarding staff's recommendation.

Management Analyst Brama explained that any master planning effort would be coordinated by the Planning Division and reviewed by the Planning Commission/City Council and the EDA

would remain in a supportive role. He added that because users have come forward expressing an interest in the property, it is the responsibility of the Planning Division to make a recommendation regarding the potential uses.

City Administrator Ulrich stated the Planning Commission and City Council would review any rezoning request and the EDA would not be involved in the rezoning request. He noted the EDA can recommend that the current zoning not be changed until a Comprehensive Plan is completed.

Member Riley stated his agreement with staff's recommendation and felt the proposed uses would help make the site economically viable.

Member Williams agreed with the recommendation to play a supportive role but expressed concern about the proposed uses adding that the proposed recycling center is not consistent with the vision previously discussed for this node and is not consistent with the retail uses located across the street. She was concerned about the Planning Commission making a decision on this node without the EDA weighing in on the matter or at least providing input as to why the EDA does not feel the uses are consistent with the vision for this site.

Discussion ensued regarding the proposed uses and the EDA's continuing role in the development of this node.

Chairperson Steffen expressed concern regarding a day care center next to a gun range.

Member Riley stated the City should make this property a priority to make it economically viable and stressed the importance of maintaining flexibility and not rezoning the property to anything that would limit the City in the future.

Member Williams stated the City should remain cognizant of the significant investment by the property owner across the street and felt the EDA should support the current zoning and any retail uses that comply with current zoning. She also felt the EDA should state it does not support light industrial on the site. She added the market has not supported redevelopment on this site until recently and suggested the EDA focus on comprehensive planning efforts in 2013.

Management Analyst Brama advised that staff will prepare a summary of the EDA's comments and concerns for presentation to the Planning Commission and City Council which indicates that the EDA is interested in the long term viability of this commercial node and is interested in what happens with the existing users as well as the overall use of the site but is concerned about the proposed uses and proposed rezoning request.

4.03: 2013 Annual EDA Business Expo and Consideration of Annual Outdoor Expo/Event (RV)

Management Analyst Brama explained that planning is underway for the Annual Business Expo scheduled for May 4, 2013, at the Fountains of Ramsey. He stated that staff contacted the local RV dealerships about joining this expo and all of the RV dealerships indicated they were interested; since that time, the RV dealerships have proposed a separate event that would allow the dealerships to remain at their locations and presented a draft of a proposed "Great Outdoors

Sale Extravaganza of Ramsey." He reviewed costs and staffing resources needed for an additional event and requested input from the EDA regarding adding another event as requested by the RV dealerships.

Member Skaff noted it was the EDA's intention to invite the RV dealerships to the annual business expo to provide the RV dealerships with exposure to their businesses. He stated he would be okay with the RV dealerships bringing in a couple of their units to the business expo and the City could offer a map of the RV dealership locations to people attending the expo.

Chairperson Steffen agreed and stated he would prefer that the City move forward with the business expo and invite the RV dealerships to participate.

Member Riley agreed and stated he would encourage the RV dealerships to hold their own outdoor sale event. He suggested that the City continue to work with the RV dealerships on promoting their dealerships at the business expo.

It was the consensus of the EDA to direct staff to move forward with the traditional business expo.

4.04: Business Retention Program Update

Management Analyst Brama advised that 17 business visits have been completed and three business visits are scheduled for today, including Life Fitness, Lakes Region RV, and Arrow Components Corp. He indicated that a summary of the meetings will be contained in the February EDA agenda.

4.05: Updates: Old City Hall Development (data center), Nordvick Property Demolition, Kuro Fitness RLF, 6701 Highway 10, Windsorwood Sale, 8019 146th Ave.

Management Analyst Brama advised that a change order request will be submitted for the Nordvick property demolition for removal of an oil separation tank. He stated that further details regarding the change order will be provided at a later date. He advised that the shovel ready application for the old City Hall site will be submitted next week. He added that the cost-benefit analysis for this site will be presented in February.

4.06: Prospect Update

This item was noted but not discussed.

4.07: EDA Staff Position Discussion

Human Resources Manager Lasher presented the draft job description for the EDA staff position.

City Administrator Ulrich stated one of the primary changes to the job description from the former position includes the requirement for real estate expertise.

Member Riley indicated he had some suggested revisions and would provide them to staff.

Human Resources Manager Lasher stated that staff hopes to post the position by February 4th with an early May hire date. She indicated that City policy allows the City Administrator to make the decision whether to post the position internally prior to posting the position externally and it is recommended that the City use one recruitment period and invite internal applicants to apply if interested. She stated that she would be conducting interviews along with City Administrator Ulrich and Development Services Manager Gladhill. She added that second round interviews may include City Councilmembers if desired by the City Council.

Chairperson Steffen stated he would prefer to have Councilmembers included in the interviews.

Human Resources Manager Lasher invited the EDA members to forward any comments or questions regarding the job description and stated the City will advertise through the EDA Association, City website, League of Minnesota Cities, cable TV, and City email notifications.

5. Member/Staff Input

City Administrator Ulrich stated that the City Council approved the hiring of an organizational assessment consultant and the EDA members will be contacted to obtain input on the survey. He advised that the City will hold a joint City Council meeting with the City of Anoka on March 11th to discuss Highway 10 and other mutual issues. He also advised that the Wiser Choice property was on the HRA agenda this week and was continued to the January 22nd meeting after further follow-up by staff. He stated that Riverdale Drive is moving forward and a feasibility study was presented to the City Council.

Chairperson Steffen stated he visited Kuro Fitness on Saturday and they were getting ready to open on Monday.

6. Adjournment

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

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

The regular meeting of the Economic Development Authority adjourned at 8:59 a.m.

Respectfully submitted,

_____
Kurtis G. Ulrich, City Administrator

ATTEST:

_____
Patrick Brama, Management Analyst

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

Needs Analysis for Vacant and New Positions

Position: Economic Development Manager

1. Is the position essential?

Essential positions are those that provide core public health and safety services; emergency and disaster assistance; and preservation of the essential elements of the City's financial activities.

The Economic Development Manager position plays a key role in preserving and ensuring the growth of the City's tax base in its industrial and commercial sectors. This tax base and job creation has a direct relationship to the financial health of the City and our opportunities for continued growth into the future. At no time greater than the present have our efforts in retaining and attracting businesses to the community been more important. Our local businesses require our support and advocacy in ensuring that they survive this downturn in the economy. The following is a summary of key responsibilities of the Economic Development Coordinator:

Staff Liaison to EDA:

- Provide staff support to Economic Development Authority, prepare agendas, cases for consideration, follow-up on direction, manage projects, develop annual work plan and goals, act on initiatives established.

TIF and Job Creation Reporting/Tracking:

- MBAF reporting for job creation. due annually April 1 – Reporting on job creation from subsidies awarded.
- TIF reporting due annually August 1- Report summary of expenditures for year prior.
- Manage escrow accounts – Manage escrow accounts for past industrial projects.
- TIF Analysis, projections and runs

Economic Development and Marketing Events:

- Business Expo
- Business Appreciation Day
- Business Network Meeting and Small Business Seminar

Business Retention and Relationship Management:

- Business Retention – Coordinate appointments to meet and greet businesses on a regular basis. This is important during these tough economic times to meet with businesses and ask if there is anything the city can do to help. It is critical to stay in touch with our local businesses during this time to identify assistance that can keep them in business, identify opportunities to partner or collaborate, provide good analysis for business expansion.

Property Management:

- Property management (including RALF properties):
  - Develop property profiles, conduct property analysis, market, manage records
  - Negotiate leases, sales, acquisitions and assist formation of agreements
  - Coordinate maintenance

Communications and General Information

- Provide expertise, guidance and information on economic development tools, programs and incentives.
- Bank Network Group – Participate and provide an update to the group regarding economic development activity in the City.
- EDA Website – Work with the Management Analyst to update listings as brokers provide new information
- Update MNPRO site and listing information. This is done at a minimum twice a year and when the most current tax info is available.
- Current Business List – Work with Chandra Kreyer, PD to keep list current. Try to get out and verify vacancies and be sure to coordinate when a new business moves in.
- Develop and Maintain EDA Map – map of properties that should be looked at for purchase, redevelopment, clean up, etc.
- There are numerous key projects that the Management Analyst is in the midst of shepherding, including new development, expansion and retention. The following is a summary of the projects that will need to see that continued effort on behalf of the City's economic development to come to fruition:

Currently, the City's Management Analyst is shepherding a number of projects, programs and Economic Development functions for the City. Upon hiring an Economic Development Manager, a number of projects will transition from the Management Analyst to the new position. Projects include:

- Demolition/Redevelopment of EDA owned property, 8020 147th Ave NW
- Demolition/Redevelopment of City owned property, 15153 Nowthen Boulevard NW
- Negotiate Sale of City Owned Property, 14280 Azurite
- 167th Ave and Highway 47 Commercial Node, consider City/EDA involvement
- Follow up with a number of prospects:
    - Anderson Dahlen
    - Minnesota Tool & Die
    - B&F Fastener
    - Diamond Graphics
    - MMI EDA Martin
    - Vision Ease Lens
    - NAU Country
- Projects outlined in EDA workplan

2. Is the position critical?

Critical positions are positions that are, for example, one-position job classes or positions with duties that cannot be modified, reassigned or eliminated. Detailed responses to the following questions will be required in determining whether or not a position is "critical" to providing high-quality services to residents, business owners and/or employees:

a. Explain how this position is key to achieving the strategic goals identified by the City Council.

Strategic Goals – 2012

- Review strategy for the sale of land in The COR
- Pursue change to Met Council policy regarding RALF lease revenue—that it be shared with the City or the City gets to keep it if there is no plan to improve US10 or figure out a plan to convert those dollars to support funding Armstrong Interchange
- Review Economic Development effort for business recruitment, expansion, retention-assess value of efforts (evaluate smoke stack chasing and grow your own)
- Review City facilitation efforts to help businesses grown—assistance with identifying lending, funding, help through the process of expanding or developing a new business
- Facilitate review of costs of operating a business: example provide information about how to reduce assessed value of a property, other operational expenses of businesses
- Consider additional commercial nodes (167/47 and Armstrong/181)

b. Can the duties be re-engineered or automated? Please explain.

While there are technical skills necessary for the economic development function of the city, the art of establishing and building relationships with the business community is the most important component of economic development for the city. This position is a resource for the business community for retention, expansion and bringing new businesses to the city.

c. Can the duties be reassigned temporarily or permanently? Please explain.

No

d. Can the position remain unfilled temporarily or permanently? Please explain.

No

e. Can the position be filled internally

Staff would recommend conducting a broad, external recruitment process to capture the public and private sector development experience the focus of this position as redefined.

f. What is the impact (i.e., to residents, business owners, employees, and/or operations) if the position is not filled?

The impact of not filing this position is significant to the economic vitality of the City of Ramsey. It is imperative that the City continue to support the work of the EDA to grow our industrial sector, expand our commercial offerings and attract office users. This has a direct relationship to our tax base and the ability to grow our future tax base which supports the general fund budget operations.

g. Can the service provided be reduced, eliminated, or contracted out?

Since the departure of the Economic Development & Marketing Manager left, existing staff has absorbed much of the work load as well as utilizing consultant Mike Mulroney for assistance with various EDA projects. It is staff's opinion that this is a key role for the City that has a direct relationship to the economic vitality of the City and our ability to grow tax base. While consultants help to meet the needs for project specific work, having a full-time Economic Development staff member in house is a

much more efficient and cost effective way to ensure that the needs of the business community are being addressed and relationships are being maintained. See Attachment for a summary list of current duties.

h. What is the budgetary impact if the position is not filled (e.g., additional overtime/compensatory time off costs)

The budgetary impact of not replacing this position is the potential loss of tax base or the inability to increase tax base due to lack of position to shepherd and encourage expansion and retention and new businesses in the community. In addition, it is staff's opinion that there is a high risk of burn out of existing staff due to the work load being spread too thin to be effective.

i. What are the circumstances that warrant the creation of this new position?

This is not a new position.

3. What is the total annual cost of the position (e.g., salary, taxes, benefits, equipment, etc.)?

If the (salary & benefits) starting salary for this position is $87,210 (TIF @ 20%, EDA 20%, HRA 60%).

Current Duties Covered by Management Analyst

Responding to prospect businesses/leads (interested in relocating to Ramsey)
Administration of three annual EDA events:
- Business Expo
- Golf Tournament
- Fall Networking Event

Maintaining EDA Webpage
Administer and Facilitate EDA Meetings (liaison)
Property Management, Various Properties (RALF Program)
- Developing property profiles, rent analysis
- Negotiating leases, showing properties
- Coordinating property maintenance

Business Retention and Expansion Program (BR&E) Administration
- Annual report
- Conducting visits, responding to inquiries, following up with leads

Represent City at Local/Regional Economic Development Meetings
Develop and Maintain an Inventory of Land/Leasable Space
Project Management, Various
- 15153 Nowthen Blvd (Data Center Development)
- 8020 147th Ave (Demolition)
- 14280 Azurite (Sale)

Administer EDA Workplan
Providing guidance, assistance and information on a number of EDA programs
- Revolving Loan Fund (RLF)
- EDA Fund
- Tax Increment Financing (TIF) and Tax Abatement

Reporting, Business Subsidy Agreements
Administer Business Spotlight Article in Ramsey Resident
Other Duties as Assigned

CITY OF RAMSEY POSITION ANALYSIS

POSITION TITLE: Economic Development Manager

DEPARTMENT: Administrative Services

POSITION TITLE OF IMMEDIATE SUPERVISOR: City Administrator

FLSA STATUS: Exempt

PRIMARY OBJECTIVE OF POSITION: This position works under the general direction of the City Administrator while collaborating with other City staff, including but not limited to staff responsible for supporting the role of economic development and its strategic initiatives.

This position manages all aspects of the City's economic development and redevelopment activities by designing and implementing economic development plans, programs, and services for both commercial and industrial businesses via a variety of complex and routine professional, technical and administrative functions.

RESPONSIBILITIES:

A) Economic Development Authority (EDA) Manager
B) Economic Development Events
C) Business Retention and Relationship Management
D) Real Estate and Development Transactions
E) TIF and Job Creation Reporting/Tracking
F) Right of Way Acquisition Program Management (Met Council RALF Program)
G) Communications and General Information
H) Perform a wide range of other tasks (within the ability and resources of the Economic Development Manager) at the verbal or written direction of the City Administrator/

TASKS RELATED TO RESPONSIBILITIES:

A) Economic Development Authority (EDA) Manager

- Provide professional and technical advice and support the work of the EDA
- Prepare monthly EDA agendas & cases, and follow-up on direction given
- Oversee administration of the EDA Website
- Update listings as brokers provide new information, verify listings periodically, update MNPRO site and listing information as needed
- Develop annual work plan and goals
- Perform cash flow analysis for prospective businesses locating in the City
- Work with Economic Development Consultant on business contracts and prepare business relocation proposals for businesses including use of financial assistance and other incentives
- Plan and coordinate various annual community EDA events and act on initiatives established

- Review of blighted properties for possible purchase from willing sellers for redevelopment
- Develop strategies for working with other appropriate commissions and task forces

B) Economic Development Events

- Coordinate ongoing COR (downtown development) meetings with potential developers, retailers, and office users for sites in the COR as a part of the Development Management Team
- Coordinate economic development and promotional activities aimed at attracting new development and investments
- Prepare business update article for the Chamber (twice annually)
- Write Business Spotlight articles by selecting a business, interviewing the business owners and promoting the business in the Ramsey Resident newsletter.
- Coordinate Business Spotlight for QCTV airing with video visits to a selected Ramsey business
- (moved to D)Develop short and long range economic development and redevelopment plans
- Coordinate Business Expo (Annually in the Spring)
- Coordinate Business Appreciation Day (Annually the third Tuesday in August)
- Coordinate Business Networking Meeting (Annually in the Fall)
- Coordinate activities with other City staff , agencies, local groups and others as needed

C) Business Retention and Relationship Management

- Develop and maintain Business Expansion and Retention Program via regular contact with business owners while possessing the background knowledge and understanding of each business in order to demonstrate a sincere appreciation for the business
- Develop and/or revise and manage economic development incentive programs for recruitment, expansion, and retention of industry and commerce projects
- Manage established and emerging projects
- Coordinate infrastructure needs for economic development projects and manage financing of improvement phase of project
- Indentify methods to assistance local businesses remain solvent, identify opportunities to partner or collaborate and provide analysis for business expansion
- Develop retention tools, programs, strategies, and financing to retain and expand current businesses and develop, grow, and attract new businesses to the City
- Attend local business networking meetings to provide updates on development and opportunities in the city
- Negotiate and implement development agreements for new and redevelopment projects including coordination of business subsidy requirements, property acquisition, relocation efforts, site preparation, and related actions.

D) Real Estate and Development Transactions

- Negotiate and secure property purchases for the purposes of economic development and redevelopment, including coordinating and representing the City at real estate closings
- Provide business knowledge of available public and private business financing resources including local bank financing, small business administration loan programs, state assistance, and other funding sources
- Understand key real estate terms to to foster communications with developers and retailers
- Recognize the roles and responsibilities of others in the development process

E) TIF and Job Creation Reporting/Tracking

- Coordinate and complete annual business subsidy reports to the State of Minnesota
- Maintain COR TIF District and manage resources for districts set to decertify in next five years
- Manage escrow accounts for past industrial projects
- Prepare MBAF reporting (due annually April 1) on job creation from subsidies awarded

F) Right of Way Acquisition Program Management (Met Council RALF Program

- Coordinate appraisal process on RALF projects
- Oversee Property Management of RALF properties
- Manage lease agreements activities, as well as maintain property files
- Develop and maintain a comprehensive inventory database of available buildings, land, and sites in the community for economic development purposes

G) Communications and General Information

- Collaborate with City communications staff to maximize economic development communications and marketing efforts
- Respond to requests for information for economic development or redevelopment purposes by preparing data sheets, coordinates site plans, GIS maps
- Respond to citizen inquiries about local economic development activities and opportunities
- Respond to general inquiries such as answering property tax related questions and running tax and TIF estimates for industrial projects
- Prepare and maintain information on utilities, taxes, zoning, transportation, community services, financing tools, etc.
- Monitor local, state and federal legislation and regulations relating to economic development
- Utilize Starlite System though Anoka County to obtain property information
- Update and verify Current Business List to serve as a contact list for the Business Expo and the Business Appreciation day event
- Develop and research economic development trends and present recommendations to the City Administrator , EDA, and the City Council
- Prepare and present cases for projects to City Council as needed

- Gather, interpret, and prepare data for studies, reports and recommendations
- Assist in the application and submission of grants and other outside funding opportunities to further the economic development goals of the City

H. . Perform a wide range of other tasks (within the ability and resources of the Economic Development Manager) at the verbal or written direction of the City Administrator.

KNOWLEDGE, SKILLS AND ABILITIES

(A) Knowledge of business retention programs and economic development and redevelopment principles
(B) Knowledge of municipal zoning and infrastructure and planning programs and processes
(C) Knowledge of public relations programs/initiatives related to economic development
(D) Considerable knowledge of tax increment financing law and TIF district administration and the Minnesota property tax system
(E) Knowledge of real estate and development transactions
(F) Ability to communicate effectively orally and in writing with architects, contractors, developers, owners, supervisors, employees, EDA, City Council, and the general public
(G) Ability to establish effective working relationships
(H) Ability to perform work and manage projects in a timely and thorough manner
(I) Ability to demonstrate initiative and excellent problem solving skills
(J) Ability to effectively handle a wide variety of city projects and problems in an effective and professional manner
(K) Ability to maintain a positive image of the city through effective handling of problems and sound coordination of multi-department programs
(L) Ability to anticipate communication needs of public, Council and staff and effectively act to meet those needs
(M) Skill in the operation of job-related equipment
(N) Ability to develop a project management schedule for carrying out assigned tasks and meet the schedule in a timely manner.

MINIMUM QUALIFICATIONS

- At least 18 years of age
- Bachelor's degree in Urban Planning, Land Use Planning, , Public Administration, or a closely related field
- Progressively responsible project management experience
- Municipal planning/development experience
- Five years professional experience in the private/public sector with leading/managing development and marketing initiatives within a community or experience relating to economic development
- Proficiency using computers – word processing, spreadsheet programs, GIS
- Excellent written and verbal communication skills
- Valid unrestricted class D state driver's license with a good driving record

DESIRABLE QUALIFICATIONS

- Private sector development experience
- Masters degree in Urban Planning or closely related field
- National Development Council-Economic Dev. Finance Professional Certification

	Very Important (Mandatory - you must do it to perform job)	Important (Usually required for the job but not mandatory)	Slightly Important (Sometimes needed to perform job)	Not Important (Do not need it to perform job)
Physical Activities:				
1. Standing	X			
2. Sitting	X			
3. Walking			X	
4. Lifting			X	
5. Pushing/Pulling			X	
6. Carrying			X	
7. Climbing				X
8. Kneeling (bending leg at knee and resting on knee)				X
9. Crawling (moving about on hands and knees)				X
10. Crouching (bending at knees)			X	
11. Bending at waist			X	
12. Reaching (extending hands and arms in any direction)		X		
13. Handling objects (grasping, turning or otherwise using hands or hand)	X			
14. Repetitive hand motion	X			
15. Use of arm muscles over extended periods			X	
16. Use of leg muscles over extended periods			X	

17.	Overhead work (over shoulder height)				X
18.	Stationary desk or bench work with neck bent forward	X			

19.	Driving City vehicle or personal vehicle?	X	Yes	Driving is an occasional requirement.

Personnel Committee **4. 7.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution Regarding a Leave of Absence (This discussion will be closed to the public)

Background:

This meeting will be closed to the public as allowed by Minnesota Statute, section 13D.05, Subd. (a)(3)(4)

On Friday, January 4th, staff met with the employee currently out on an extended leave of absence to discuss the status of his/her serious medical condition as it relates to fitness for duty. The employee indicated the current status has not changed and he/she would not be considered "fit for duty".

History of Leave:
1) Employee went out on FMLA on November 17, 2011; 2) was granted an extension of an additional 90-days leave by the City Administrator (as allowed by the Personnel Policy-Section 7.6); 3) the City Council authorized an initial 3-month leave of absence covering June, July, and August, 4) In August, the City Council authorized an additional 4-months leave covering September, October, November, and December; 5) the last action taken by the City Council extended the leave of absence through January; 6) the Personnel Committee discussion tonight - January 22, 2013.

Currently:
Contrary to staff's hope, the employee did not reach a difinitive turning point that would allow the City to accurately predict the employee's ability to return to work. Even so, it should be noted that City Council has the authority to authorize up to 12 months of leave under the Leave of Absence policy. This employee's 12 month leave of absence period started in June, 2012 and can be authorized through May 31, 2013.

City's Leave of Absence Policy:
The City Council may grant any regular employee a leave of absence without pay for a period not exceeding 90 calendar days except that it may extend such leaves to a maximum period of one year in case the employee is disabled or where extraordinary circumstances, in its judgment, warrant such extension. No vacation leave, sick leave, holiday leave or compensatory time off benefits shall be used or accrued during a leave of absence and the City will not contribute to insurance premiums. All accrued and unused paid leave will be paid to an employee prior to the employee commencing the leave of absence. In determining entitlement to seniority and seniority-based rights and benefits, the period of absence from employment due to a leave of absence constitutes a break in service. The City of Ramsey does not guarantee job restoration after a leave of absence.

Notification:

Observations/Alternatives:

1) To approve an additional leave of absence through May 31, 2013; the maximum amount of leave time allowed per the City's Leave of Absence policy (creating step 7 in this employee's leave history).

2) To approve a portion of the remaining allowable time and direct staff to bring this case back to the City Council to re-consider at a later date (creating a step 8 in this employee's leave history).

3) To deny any additional leave of absense.

Pros:
Extension of the leave gives the employee hope of returning to work, with no additional direct cost for City to do so.

Cons:
Adds to the City's personnel costs for staff to continue re-evaluating the situation.
The employee may not be able to meet the physical requirement for the job at the end of the LOA period
Prolongs the department's staffing shortage, if postion is "held" for employee's return

Recommendation:

To direct staff to discontinue any additional leave of absence time.

Funding Source:

There is no funding required; there have been no expenses related to this employee since June 1, 2012.

Council Action:

Motion to recommend that the City Council adopt a resolution approving an additional leave of absence through May 31, 2013; the maximum amount of leave time allowed per the City's Leave of Absence policy.

Form Review

Inbox	Reviewed By	Date
Jim Way	Jim Way	01/16/2013 08:39 AM
Kurt Ulrich	Kurt Ulrich	01/17/2013 02:04 PM

Form Started By: Colleen Lasher Started On: 01/14/2013 07:46 AM

Final Approval Date: 01/17/2013

Personnel Committee **4. 8.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Authorize Staff to Recruit for a Replacement Patrol Officer Position from the Recent Patrol Officer Recruitment File

Background:

The Police Department started 2012 with 23 licensed officers, including the Chief of Police, two Captains, four Sergeants, two Investigators and 12 Patrol Officers.

Changes to the department's staffing of Patrol Officers include, one officer out on an unpaid extended leave of absence, one officer that resigned and one officer that retired as part of the City's Voluntary Early Separation program. The opening left by the resignation was filled in November; however, the number of officers currently available to provide the City with 24-hour protection is still down by two officers. Twenty-four hour protection consists of a minimum of two officers working at all times. During peak times there may be up to four officers on duty. Officers work a rotation of five days on duty, five days off, then two days on and two days off. There are four officers assigned to work 6:30 am to 6:30 pm each day as well as four officers working 6:30 pm to 6:30 am.

It is anticipated that the officer on unpaid extended leave of absence will not be in a position to return to work. The absence of the Patrol Officer is taking its toll on the department by reducing scheduling flexibility, reducing officers' ability to use vacation time, and creates a liability for the department in the event that another officer would require an unplanned leave.

AIn order to fill our last vacancy, a Patrol Officer recruitment was last held in the Fall, resulting in the receipt of 140 applications. Staff held 15 first interviews and 4 candidates were interviewed a second time. In addition to the interview process, candidates were required to pass a report writing exercise and a physical agility test. The top 4 candidates were required to pass a "shoot / don't shoot" exercise.

Drawing upon the recent Patrol Officer recruitment file, staff feels confident that the next highest scoring candidate would be a good fit for the department. Or, at the very least, there are viable candidates left in the 125 remaining applicants that were not interviewed.

Notification:

Observations/Alternatives:

Alternatives
1) Not hire an officer at this time.

2) Hire an officer at this time.

3) Wait until the officer on leave is able to return. This is not likely to happen within the formal Leave of Absence period.

Pros: Hiring at this time would bring the department to a more desirable staffing level and would allow the use of the recent hiring process for candidates, saving the city money. Getting a new officer started now will ensure that they are trained and ready for the summer months when the department is busiest.

Cons: The Police department continues to operate two officers below the number recommended by the Chief. Not hiring an officer at this time shorts the schedule of needed coverage. If an new process has to be completed in the

future it would add additional costs to the city.
In the event the officer on leave is able to return, he would need to be part of the application pool, and compete for the next available opening.

Recommendation:

To approve resolution 13-01-XXX which, upon City Council approval, authorizes staff to recruit for a Patrol Officer from the recent Patrol Officer recruitment file in order to fill the position left vacant by the officer on an extended leave of absence.

Funding Source:

This Patrol Officer position (currently vacant) is budgeted for approximately $102,429. The estimated annual funding required for a new officer in 2013 is between $65,488 and $72,292 (for a full year). Therefore, no additional funding is required.

Council Action:

Motion to recommend that the City Council adopt a resolution to proceed with hiring an officer at this time.

Form Review

Inbox	Reviewed By	Date
Jim Way	Jo Thieling	01/16/2013 09:24 AM
Kurt Ulrich	Kurt Ulrich	01/17/2013 02:18 PM

Form Started By: Colleen Lasher Started On: 01/14/2013 07:50 AM

Final Approval Date: 01/17/2013

CC Regular Session **4. 15.**

Meeting Date: 02/12/2013

By: Diana Lund, Finance

Information

Title:

Report from the Finance Committee of 1-22-13 - Agenda Item - Nominate Chair and Vice-Chair and Consider Amendments to the Duties of the Finance Committee Work Plan (Resolution #09-08-185).

Background:

Councilmember Elvig was nominated the Chair of the Finance Committee and Councilmember Riley Vice-Chair.

Staff reviewed the Duties of the Finance Committee as outlined in Resolution #09-08-185 and the committee made the recommendation to amend this resolution to add line #10 which states: Financial issues that overlap the City Council and the HRA related to development activities, such as, but not limited to, inter-fund transfers. The amended resolution is attached for adoption.

Recommendation:

Ratify the nominations of the Finance Committee for Councilmember Elvig to serve as Chair and Councilmember Riley to servce as Vice-Chair and to amend the resolution of the duties of the Finance Committee to add line #10 as stated above.

Council Action:

Ratify the recommendation of the Finance Committee to authorize Councilmember Elvig as Chair and Councilmember Riley as Vice-Chair of the Finance Committee.

And

To adopt Resolution #13-02-028 Amending Resolution #09-08-185 Establishing the Duties of the Finance Committee with the addition of Line #10 that reads: Financial issues that overlap the City Council and the HRA related to development activities, such as, but not limited to, inter-fund transfers.

Attachments

Resolution #13-02-026 Resolution Amending Resolution #09-08-185 Establishing the Duties of the Finance Committee

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:31 PM

Form Started By: Diana Lund Started On: 01/31/2013 09:28 AM

Final Approval Date: 02/07/2013

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-02-026

RESOLUTION AMENDING RESOLUTION #09-08-185 ESTABLISHING THE DUTIES OF THE FINANCE COMMITTEE

WHEREAS, the finance committee (previously known as the budget committee) was established in 1991; and

WHEREAS, the role of the committee is to review and make recommendations to the City Council regarding financial matters that may arise; and

WHEREAS, the finance committee will oversee the following matters that have a financial impact on the City:

1. Current Year General Fund Budget – Proposed, Amended and Adopted
2. Capital Improvement Plan: Verify necessary funding sources
3. Capital Outlay Requests for Equipment that exceed $25,000
4. Land Acquisitions-Other than those acquired via the EDA or HRA
5. Capital Projects-Municipal Buildings, Streets, Sewer Improvements, Storm Water Improvements, Street Improvements, and Water Improvements
6. Unbudgeted General Fund Requests that exceed $10,000
7. Bond Issues
8. Change and or creation of fund/investment/financial policies
9. Any other financial activity that has a significant financial impact on the city
10. Financial issues that overlap the City Council and the HRA related to development activities, such as but not limited to; inter-fund-transfers.

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 authorizes the duties of the finance committee as those itemized above.

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:

Where upon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12th day of February 2013.

Mayor

ATTEST:

City Clerk

CC Regular Session **4. 16.**

Meeting Date: 02/12/2013

By: Colleen Lasher, Administrative Services

Information

Title:

Report from the Personnel Committee - Meeting Date: January 22, 2013

Background:

Case 1: Consider a Resolution to Select a Chairperson and Alternate Chairperson for the Personnel Committee

Case 2: Consider a Resolution to Accept a Paid-on-call Firefighter's Resignation

Case 3: 2013 Fire Officer Selections

Case 4: Consider a Resolution to Approve the 2013 Non-Union Health Insurance Contributions and Non-Union Cost of Living Adjustments

Case 5: Consider a Resolution to Address Building Maintenance Staffing Needs

Case 6: Consider a Resolution to Recruit for an Economic Development Manager

Case 7: Consider a Resolution Regarding a Leave of Absence (This discussion will be closed to the public)

Case 8: Consider a Resolution to Authorize Staff to Recruit for a Replacement Patrol Officer Position from the Recent Patrol Officer Recruitment File

Notification:

See the attached Personnel Committee packet from the January 22, 2013 meeting for additional detail.

Recommendation:

Case 1: The Personnel Committee unanimously recommended appointing Councilmember Tossey as Chair of the Personnel Committee and Councilmember Backous as the alternate.

Case 2: The Personnel Committee unanimously recommended accepting the resignation of Mr. Cory Helgoe and to recruit for this position upon the next regular Firefighter recruitment.

Case 3: The Personnel Committee unanimously recommended approving the Fire Chief's recommendation for 2013 Fire Officer Selections.

Case 4: The Personnel Committee recommended 3/3 authorizing the non-union city health insurance contributions, 2/3 the option to waive health insurance in exchange for a cash benefit and 3/3 to increase the non-union wage scale by one percent (1%). Councilmember Backous was not in favor of offering the option to waive health insurance in exchange for a cash benefit.

Case 5: The Personnel Committee tabled this case pending additional information regarding room rental revenue.

Case 6: The Personnel Committee unanimously recommended authorizing staff to begin a recruitment process for an Economic Development Manager.

Case 7: The Personnel Committee unanimously recommended approving an additional leave of absence through

May 31, 2013; the maximum amount of leave time allowed per the City's Leave of Absence policy.

Case 8: The Personnel Committee unanimously recommended authorizing staff to recruit for a Patrol Officer from the recent Patrol Officer recruitment file in order to fill the position left vacant by the officer on an extended leave of absence.

Funding Source:

Case 1: There is no funding required for this action.

Case 2: There is no funding required for this action.

Case 3: Paid on Call Fire Officers pay is funded from line item 6104 Part-time Wages and Salaries

Case 4: Funding for both city contributions to health insurance and cost of living adjustment are included in the 2013 general and enterprise fund budget.

Case 5: N/A (This case was tabled.)

Case 6: The annual funding required for this position approximately $87,210 (TIF @ 20%, EDA 20%, HRA 60%). Funding for this position is included in the 2013 budget.

Case 7: There is no funding required; there have been no expenses related to this employee since June 1, 2012.

Case 8: The Patrol Officer position (currently vacant) is budgeted for approximately $102,429. The estimated annual funding required for a new officer in 2013 is between $65,488 and $72,292 (for a full year). Therefore, no additional funding is required.

Council Action:

Case 1: Motion to adopt resolution #13-02-033, Councilmember Tossey as Chair of the Personnel Committee and Councilmember Backous as the alternate

Case 2: Motion to adopt resolution #13-02-034, confirming the recommendation of the Personnel Committee to direct staff to accept the resignation of Mr. Cory Helgoe and to recruit for this position upon the next regular Firefighter recruitment.

Case 3: Motion to accept Fire Chief's recommendation for 2013 Fire Officer Selections

Case 4: Motion to adopt resolution # 13-02-035, confirming the recommendation of the Personnel Committee to authorize the non-union city health insurance contributions, the option to waive health insurance in exchange for a cash benefit and to increase the non-union wage scale by one percent (1%).

Case 5: N/A

Case 6: Motion to adopt resolution # 13-02-036, confirming the recommendation of the Personnel Committee to authorize staff to begin a recruitment process for an Economic Development Manager.

Case 7: Motion to adopt resolution # 13-02-037, confirming the recommendation of the Personnel Committee to approve an additional leave of absence through May 31, 2013; the maximum amount of leave time allowed per the City's Leave of Absence policy.

Case 8: Motion to adopt resolution # 13-02-038, confirming the recommendation of the Personnel Committee to recruit for a Patrol Officer from the recent Patrol Officer recruitment file in order to fill the position left vacant by the officer on an extended leave of absence.

Attachments

PC Packet of 01-22-13
Draft PC Minutes of 01-22-13
Resolutions

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:03 PM

Form Started By: Colleen Lasher Started On: 01/25/2013 04:55 PM

Final Approval Date: 02/07/2013

City of Ramsey
Agenda
Personnel Committee
Tuesday January 22, 2013
5:00 p.m.
Lake Itasca Room, 7550 Sunwood Drive NW

1. **Call to Order**

2. **Citizen Input**

3. **Approve Agenda**

4. **Committee Business**

   1. Consider a Resolution to Select a Chairperson and Alternate Chairperson for the Personnel Committee

   2. Consider a Resolution to Accept a Paid-on-call Firefighter's Resignation

   3. 2013 Fire Officer Selections

   4. Consider a Resolution to Approve the 2013 Non-Union Health Insurance Contributions and Non-Union Cost of Living Adjustments

   5. Consider a Resolution to Address Building Maintenance Staffing Needs

   6. Consider a Resolution to Recruit for an Economic Development Manager

   7. Consider a Resolution Regarding a Leave of Absence (This discussion will be closed to the public)

   8. Consider a Resolution to Authorize Staff to Recruit for a Replacement Patrol Officer Position from the Recent Patrol Officer Recruitment File

5. **Adjournment**

Personnel Committee **4. 1.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Select a Chairperson and Alternate Chairperson for the Personnel Committee

Background:

At the first Personnel Committee meeting of the year the committee appoints a Chairperson and alternate Chairperson to serve on the Personnel Committee.

Notification:

Observations/Alternatives:

Recommendation:

To select Chairperson and alternate Chairperson to serve the on Personnel Committee.

Funding Source:

There is no funding required for this action.

Council Action:

Motion to recommend City Council adopt a resolution . . . (based on discussion)

Attachments

Resolution

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/17/2013 01:53 PM

Form Started By: Colleen Lasher Started On: 01/11/2013 02:24 PM

Final Approval Date: 01/17/2013

Council Member introduced the following resolution and moved for its adoption:

RESOLUTION #

CONSIDER A RESOLUTION TO SELECT A CHAIRPERSON AND ALTERNATE CHAIRPERSON FOR THE PERSONNEL COMMITTEE

WHEREAS, January 22, 2013 is the first Personnel Committee meeting of the year; and

WHEREAS, each year the Personnel Committee appoints a Chairperson and an alternate Chairperson to serve on the Committee.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Confirms the recommendation of the Personnel Committee to appoint a Chairperson and an alternate Chairperson.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 29th day of January 2013.

Personnel Committee **4. 2.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Accept a Paid-on-call Firefighter's Resignation

Background:

Ramsey Fire Department responds from 3 different fire stations. Station #1 is located at 15050 Armstrong Blvd, Station #2 at 15153 Nowthen Blvd and Station #3 at 19800 Nowthen Blvd in Nowthen. With its 50+ Firefighters, Ramsey Fire provides emergency services for Ramsey and Nowthen.

On January 9, 2013, staff received a letter of resignation from paid-on-call Firefighter Mr. Cory Helgoe. Mr. Helgoe has served out of station #2 since early 2010; but he no longer has the necessary time to commit to the position. The Fire Chief is not requesting to fill this position until the next regular Firefighter recruitment.

Notification:

Observations/Alternatives:

None

Recommendation:

To accept the resignation of Mr. Cory Helgoe and to recruit for this position upon the next regular Firefighter recruitment.

Funding Source:

There is no funding required for this action.

Council Action:

Motion to recommend City Council adopt a resolution confirming the recommendation of the Personnel Committee to accept paid-on-call Firefighter Cory Helgoe's resignation and to recruit for this position upon the next regular Firefighter recruitment.

Attachments

Resolution

Form Review

Inbox	Reviewed By	Date
Dean Kapler	Jo Thieling	01/17/2013 04:59 PM
Kurt Ulrich	Kurt Ulrich	01/17/2013 05:59 PM

Form Started By: Colleen Lasher Started On: 01/11/2013 03:43 PM

Final Approval Date: 01/17/2013

Council Member introduced the following resolution and moved for its adoption:

RESOLUTION #

**CONSIDER A RESOLUTION TO ACCEPT
A PAID-ON-CALL FIREFIGHTER'S RESIGNATION**

WHEREAS, on January 9, 2013, staff received a letter of resignation from a station #2 Paid-on-call Firefighter, Mr. Cory Helgoe; and

WHEREAS, the Fire Chief is not requesting to fill this position until the next regular Firefighter recruitment.

WHEREAS, there is no funding required to accept Mr. Helgoe's resignation. .

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Motions to approve resolution # 13-01-XXX, confirming the recommendation of the Personnel Committee, to accept Mr. Cory Helgoe's resignation and to recruit for this position upon the next regular recruitment.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 29th day of January 2013.

Personnel Committee **4. 3.**

Meeting Date: 01/22/2013

By: Dean Kapler, Fire Department

Title:

2013 Fire Officer Selections

Background:

The attached PDF has the complete case including funding source

Notification:

Observations/Alternatives:

Recommendation:

Funding Source:

Paid on Call Fire Officers pay is funded from line item 6104 Part-time Wages and Salaries

Council Action:

Motion to accept Fire Chief's recommendation for 2013 Fire Officer Selections

Attachments

Fire Officer Selection

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	01/17/2013 02:36 PM
Kurt Ulrich	Kurt Ulrich	01/17/2013 04:37 PM

Form Started By: Dean Kapler Started On: 01/17/2013 01:50 PM

Final Approval Date: 01/17/2013

PC CASE #

PAID ON CALL FIRE OFFICER SELECTIONS FOR YEAR 2013
By: Dean Kapler, Fire Chief

Background:

The Fire Department Paid on Call Officers group is made up of the following positions:

Assistant Fire Chief (2)
Captain (2)
Lieutenant (5)
Training Officer

Each position has its own job description which includes responsibilities on-scene and off. Those assigned to Officer positions must also meet all the requirements of a Ramsey Firefighter.

As in past years the Fire Chief makes a recommendation to the City Administrator, which is then given to City Council for approval.

This case specifically addresses the appointment of the paid on call officer positions for 2013/2014. Each position carries a 2 year term although the Fire Chief may shorten the term if necessary. These terms alternate, making half the positions available for application each year. It should be noted that all firefighters interested must submit a letter of interest, including those who currently hold the position and are applying again. This accomplishes both stability within the dept, while also allowing on-going opportunity for advancement.

For the term 2013/2014 the following positions were open for application:

Assistant Chief #3
Training Officer
Captain #11
Lieutenant 1,3,6

The Fire Chief conducted an interview with each applicant. The following is the Fire Chiefs recommendation. The list is the entire officers group with the **new recommendations bolded.** The Fire Chief has discussed his recommendation with the City Administrator, who has approved.

Position	Recommendation
Assistant Fire Chief #2	Tom Hoxter
Assistant Fire Chief #3	**Matt Kohner**
Training Officer/Lieutenant 5	John Atchison
Captain #11	**Brad Jorgensen**
Captain #12	Carey Schiferli
Captain #13	Bart Hayft
Lieutenant #1	**Dave Weigman**
Lieutenant #2	Jim Block
Lieutenant #3	**Not filled**
Lieutenant #4	Don Yamauchi
Lieutenant #6	Chad Sacre

Funding:

As in past years funding for the positions comes from the Part-Time Regular line item of the Fire Department Budget or line item #6104. It should be noted that funding for the Captain #13 and Lieutenant #5 position is reimbursed by the City of Nowthen per the Joint Powers Agreement.

Staff Recommendation:

Staff recommends to Council to motion to accept the Fire Chief's recommendation of Fire Department Officers for 2013/2014.

Council Action:

Motion to accept/reject Fire Chiefs recommendation.

Reviewed By:
City Administrator
Human Resources Manager
Fire Chief

PC Case # January 22, 2013

Personnel Committee **4. 4.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Approve the 2013 Non-Union Health Insurance Contributions and Non-Union Cost of Living Adjustments

Background:

The City currently employs 65 employees, of which 63 employees are benefit eligible. Of the 63 benefit eligible employees, 21 are non-union and 42 are union. This case is specific to the City's 21 non-union employees; as of this writing the union contracts have not been settled.

Health & Life Insurance -- 2013:

January 2013 marks the beginning of the City's second year with Blue Cross and Blue Shield and Hartford Life. The City changed health insurance carriers in 2012 from HealthPartners to Blue Cross and Blue Shield as part of the Local Government Information Systems Consortium (LOGIS). The City benefited by joining the LOGIS group in many ways, as follows: gaining the opportunity to join a larger group, tiered plan options which included single, single plus children, single plus spouse, and family (as compared to only single and family plan options in previous years); options for higher deductible plans; four years of rate caps as follows: 8 1/2% in 2013, 10% in 2014, 11% in 2015, and 12% in 2016--which are not contingent upon a service contract, two networks for employees to choose from based on their healthcare needs, 100% coverage (in most plans) after the deductible is satisfied, less expensive basic life insurance and approximately $500.00 contribution per year toward the OPEP GASB Statement No. 45 valuation fee.

The 2013 health insurance rates increased to the capped amount of 8.5% and the life insurance rates remained unchanged.

The proposed City health insurance contributions are within the budgeted amount and are the same contributions that have been proposed (but not settled on) with all other employee groups (AFSCME, LELS-Patrol and LELS-Sergeants).

See attachments for additional detail.

Option to Waive Health Insurance:

Prior to 2002, City employees that showed proof of other health insurance coverage were given the option to waive health insurance in exchange for $290 per month as wages. However, due to the City's desire to reach enrollment of at least 50 employees (to obtain Large Group Status) this option was no longer offered after January 1, 2002. Conversely, as a result of joining the LOGIS group, the City's enrollment is now pooled with many other cities and counties. Undoubtedly, there are employees that are currently double covered and would like the option to waive coverage in exchange for a cash benefit (credit in lieu of coverage). The LOGIS membership agreement provides a formula for calculating the maximum credit in lieu of coverage allowed; in our case that amount is $295.75 per month.

There are currently 12 employees grandfathered in and receiving the $290 benefit and 1 employee that waives health insurance coverage, but is not eligible for the $290 benefit.

Staff contacted Yvonne Johnson of Gallagher Benefit Services (the City's benefit Broker) and received confirmation that offering this option in no way jeopardizes the City as long as we remain with LOGIS (as planned through at least 2016). Even so, if the City were to reinstate the waiving benefit, the City may want to require new participants to agree to the following terms in order to safeguard against any unforeseeable negative impacts to the City:

1) All new participants (those that receive credit in lieu of coverage on or after 2013), would enroll or return to the City's health plan if the City were to face losing large group status (50+ employees enrolled) at any time in the future

2) If the City were to face any financial detriments as a result of offering credit in lieu of coverage, including but not limited to the loss of rate caps currently guaranteed through 2016; fines, penalties, or expenses associated with the upcoming Health Care Reform Act or any other unforeseen expense to the City

3) All participants provide the City with proof of other health insurance coverage

Lastly, to simplify the administration of the waiving benefit, the City may want to consider paying one rate of $295.00 (a whole number divisible by 2 for payroll purposes) versus having 2 different rates ($290.00 and $295.00).

Non-Union Cost of Living Adjustment (COLA) -- 2013:

The purpose of the COLA is to ensure that purchasing power is not eroded by inflation. For purposes of demonstration only, the following text was obtained from the Social Security Administration (SSA) as it relates to Social Security Income COLA calculations. The cost of living adjustment is based on the percentage increase in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) from the third quarter of the last year. If there is no increase, there can be no COLA. The SSA calculated the COLA for January 2013 to be 1.7%. This information has been provided as supporting documentation only and does not imply that the City relies on the SSA for budgeting purposes, or otherwise - see attachment for details.

The City budgeted for a 1% cost of living adjustment for all employee groups in 2013. For information purposes, a 10-year COLA history is listed below:

2012 2% for all employee groups, with the exception of Department Heads at 1%
2011 Zero % for all employee groups
2010 Zero % for all employee groups
2003 to 2009 3% each year for all employee groups

Notification:

Health Plan Type/Tier	ACCORD Premium	City Contribution to Premium	Employee Cost for Accord Network	City Contribution to VEBA	Total City Contribution
Single Plans (Per Month)					
BCBS 100% $30.00 co-pay	$858.00	$517.14	$340.86	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$728.00	$600.00	$128.00	$130.00	$730.00
BCBS $2500 Ded. Plan w/VEBA	$671.00	$600.00	$71.00	$130.00	$730.00
BCBS $4000 Ded. Plan w/VEBA	$591.50	$591.50	$0.00	$155.00	$746.50
Employee + Children Plans (Per Month)					
BCBS 100% $30.00 co-pay	$1,716.50	$831.56	$884.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,456.00	$935.00	$521.00	$160.00	$1,095.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,341.50	$935.00	$406.50	$160.00	$1,095.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,183.00	$935.00	$248.00	$160.00	$1,095.00
Employee + Spouse Plans (Per Month)					
BCBS 100% $30.00 co-pay	$1,802.00	$831.56	$970.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,529.50	$857.00	$672.50	$160.00	$1,017.00

BCBS $2500/$5000 Ded. Plan w/VEBA	$1,409.00	$857.00	$552.00	$160.00	$1,017.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,242.50	$857.00	$385.50	$160.00	$1,017.00
Family Plans (Per Month)					
BCBS 100% $30.00 co-pay	$2,232.00	$831.56	$1,400.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,893.50	$1,101.00	$792.50	$192.00	$1,293.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,744.50	$1,101.00	$643.50	$192.00	$1,293.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,538.50	$1,101.00	$437.50	$192.00	$1,293.00

**The City's 2013 VEBA contribution includes the $4.30 monthly claims fee.

Observations/Alternatives:

Consider approving some, but not all of the recommendations listed below. Such as:

Approving an increase to health insurance, but not reinstating the waiving benefit or a combination thereof
Approving a cost of living adjustment, but not the proposed health insurance increase
Approving another combination of options - as per discussion during the Personnel Committee meeting

Pros: Possible near-term monetary savings to the city

Cons: 1) Opposes the approved budget -- the City strives to accurately budget the personnel costs associated with the next budget cycle and the City Council approves the budgets based on discussion during the budgeting process, 2) may prolong the negotiations process with the unions, 3) lowers the value of employees' total compensation.

Recommendation:

To approve resolution XX-XX-XXX, which upon City Council approval, will authorize the above listed non-union city health insurance contributions, the option to waive health insurance in exchange for a cash benefit and to increase the non-union wage scale by one percent (1%).

Funding Source:

Funding for both city contributions to health insurance and cost of living adjustment are included in the 2013 general and enterprise fund budget.

Council Action:

Motion to recommend City Council adopt a resolution . . . (based on discussion)

Attachments

Summary of Benefits - Health Ins.
Summary of Benefits - Life Insurance
Supporting COLA Documentation
Proposed Health Ins. Contributions

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/17/2013 01:37 PM

Form Started By: Colleen Lasher Started On: 01/09/2013 11:03 AM

Final Approval Date: 01/17/2013

2013 - City of Ramsey

LOGIS Medical Plans

The information contained herein is subject to the disclosure and disclaimers and the final page of this illustration

Carrier:	BCBSMN	BCBSMN	BCBSMN	BCBSM
Plan	$30 Copay Plan	$1500 HRA	$2500 HRA	$4000 HRA
Network/RX Formulary	Flex Rx	Aware/Flex Rx	Flex Rx	Flex Rx
In-Network Plan Design Features				
Lifetime Maximum	**Unlimited**	**Unlimited**	**Unlimited**	**Unlimited**
Annual Maximum	**N/A**	**N/A**	**N/A**	**N/A**
Deductible CY	None	$1,500/person; $3,000/family	$2,500/person; $5,000/family	$4,000/person; $8,000/family
Coinsurance	100/0%	100/0%	100% after deductible	100% after deductible
Medical Out-of-Pocket Maximum (includes Medical & Rx)	$1,200/person; $5,000/family	$2,250/person; $4,500/family	$2,500/person; $5,000/family	$4,000/person; $8,000/family
Preventive Care	100/0%	100% coverage	100% coverage	100% (deductible waived)
Office Visit/Urgent Care	$30 copay	100% after deductible	100% after deductible	100/0% after deductible
Convenience/Retail Care Clinic	100% (copay waived)	100% after deductible	100% after deductible	100/0% after deductible
Lab & Pathology	100/0%	100% after deductible	100% after deductible	100/0% after deductible
X-ray & Other Imaging	100/0%	100% after deductible	100% after deductible	100/0% after deductible
Inpatient Hospitalization	100/0%	100% after deductible	100% after deductible	100/0% after deductible
Outpatient Hospitalization	100/0%	100% after deductible	100% after deductible	100/0% after deductible
Emergency Room Facility	$75 copay	100% after deductible	100% after deductible	100/0% after deductible
Emergency Room Physician	100% after copay above	100% after deductible	100% after deductible	100/0% after deductible
Prescription Drugs (Rx)	*Open formulary with a mandatory generic*	*Open formulary with a mandatory generic*	*Open formulary with a mandatory generic*	Open formulary with a mandatory generic
Rx Out-of-Pocket Maximum	N/A	N/A	N/A	N/A
Generic/Brand/Non-Formulary	80/20% with a min/max copay of $10/$25 per script	80/20% with a min/max copay of $10/$25 per script	80/20% with a min/max copay of $10/$25 per script	80/20% with a min/max copay of $10/$25 per script
Specialty	80/20% - capped at $200 per script per month	80/20% - capped at $200 per script per month	80/20% - capped at $200 per script per month	80/20% - capped at $200 per script per month
Mail Order	80/20% with a min/max copay of $20/$50 per script	80/20% with a min/max copay of $20/$50 per script	80/20% with a min/max copay of $20/$50 per script	80/20% with a min/max copay of $20/$50 per script
Out-of-Network Plan Design Features				
Deductible	$300/person; $600/family	$3,000/person; $6,000/family	$4,000/person; $8,000/family	$6,000/person; $12,000/family
Out-of-Pocket Maximum (includes medical and rx)	$4,000/person; $8,000/family	$5,000/person; $10,000/family	$7,000/person; $14,000/family	$9,000/person; $18,000/family
Coinsurance	75/25%	75/25%	65/35%	75/25%
Blue Cross Blue Shield Aware Rates				
Employee Only	$890.00	$755.00	$696.00	$613.50
Employee + Spouse	$1,870.00	$1,586.50	$1,462.00	$1,289.00
Employee + Children	$1,781.00	$1,511.00	$1,392.00	$1,227.50
Family	$2,315.50	$1,964.00	$1,810.50	$1,596.00
Blue Cross Blue Shield Accord Rates				
Employee Only	$858.00	$728.00	$671.00	$591.50
Employee + Spouse	$1,802.00	$1,529.50	$1,409.00	$1,242.50
Employee + Children	$1,716.50	$1,456.00	$1,341.50	$1,183.00
Family	$2,232.00	$1,893.50	$1,744.50	$1,538.50

Aware Network - Open Access

Accord network is a subset of the Aware network that excludes a small number of high-cost providers. Currently the Accord network excludes the following as in network providers: Mayo Clinic Povidders and Hazelden Providers.

Members who receive services at these "out of network" providers will still receive hold-harmless benefits

Rate Guarantees: 2013 = 8.5%, 2014= 9.5%, 2015 = 10.5% & 2016 = 11.5%. Regulatory mandated changes can impact rate caps.

This analysis is an outline of the coverage proposed by the carrier's), based on information provided by your company. It does not include all of the terms, coverage, exclusions, limitations, and conditions of the actual contract language. The policies and contracts themselves must be read for those details. Policy forms for your reference will be made available upon request.

City of Ramsey	Basic Life/AD&D and Supplemental Life/AD&D Benefit Highlights
Eligibility	All active full-time Employees.
Basic Life/AD&D Benefit Amount	$20,000.
Supplemental Life/AD&D Benefit Amount	You have the option to purchase Supplemental Life/AD&D insurance coverage in increments of $5,000 to a maximum of $500,000.
Supplemental Life/AD&D Guaranteed Issue Amount	The guaranteed issue amount is the amount of insurance that you may elect without providing evidence of insurability. If you enroll during your initial enrollment period, the guaranteed issue amount is $50,000 – *no medical information is required*. If you enroll after your initial enrollment period, evidence of insurability will be required for all coverage amounts.
Supplemental Dependent Coverage	You may also elect coverage on the lives of your spouse and/or dependent children, *even if you do not elect coverage on yourself*. To qualify, children must be unmarried and less than 19 years (or 25 years if a full-time student). Also, unmarried children over the age of 19 who are disabled may be eligible if certain conditions are met. A Personal Health Application will not be required for your spouse or child unless you are a late enrollee or your spouse coverage exceeds the spouse Guaranteed Issue amount noted below. *Spouse Supplemental Life/AD&D Benefit Amount:* Increments of $5,000 to a maximum of $250,000. You may not elect coverage for your spouse if your spouse is covered as an employee under this policy. *Spouse Guaranteed Issue Amount: $30,000* - Amounts over $30,000 require medical evidence. *Child Supplemental Life Benefit Amount:* Children between the ages of birth and 19 years are eligible for coverage of either $5,000 or $10,000, depending on the option you elect. Children who are full-time students are eligible for coverage until age 25.
Living Benefits Option	Should you be diagnosed as terminally ill with a 12-month life expectancy, the Living Benefits Option allows you to receive an accelerated payment of a portion of your life insurance. This option is available to individuals with at least $10,000 in group coverage from Hartford Life, subject to any maximum age limit described in your booklet. You may request a minimum accelerated payment of $3,000 up to a maximum of 80% of your coverage not to exceed $500,000. Funds are paid directly to you, with no policy restrictions on how you use them. The remaining benefit is then payable to the beneficiary.
Waiver of Premium	This provision applies if you become totally disabled before age 60 and your disability lasts for at least 9 months. You must provide proof of your condition within one year of your last day of work and once we approve, your coverage will continue without payment of premium up to age 65, as long as you remain totally disabled. The premium for your dependent's coverage will also be waived if you are disabled and approved for waiver of premium. Coverage for your dependents will end if the policy terminates. Payment of premium is required until waiver is approved by Hartford Life.
Contribution	The City of Ramsey pays the cost of Basic Life/AD&D coverage. You are responsible for the premium cost for Supplemental Employee and Dependent coverage.

This Benefit Highlights Sheet explains the general purposes of the insurance described, but in no way changes or affects the policy as actually issued. In the event of any discrepancy between any of these documents and the policy, the terms of the policy apply. Complete coverage information is in the certificate of insurance booklet issued to each insured individual. Please read it carefully and keep it in a safe place with your other important papers.

Skip Social Security
The Official Website of the U.S. Social Security Administration

Cost-Of-Living Adjustment

- COLA Home
- Cost-of-Living Adjustments (Fact sheet)
- Prior Cost-Of-Living Adjustments
- History of Automatic Cost-Of-Living Adjustments

History Of Automatic Cost-Of-Living Adjustments

Automatic benefit increases, also known as cost-of-living adjustments or COLAs, have been in effect since 1975.

The 1975-82 COLAs were effective with Social Security benefits payable for June (received by beneficiaries in July) in each of those years. After 1982, COLAs have been effective with benefits payable for December (received by beneficiaries in January).

COLAs received in 1975-2012 are shown below.

Automatic Cost-Of-Living Adjustments

July 1975 -- 8.0%	January 1995 -- 2.8%
July 1976 -- 6.4%	January 1996 -- 2.6%
July 1977 -- 5.9%	January 1997 -- 2.9%
July 1978 -- 6.5%	January 1998 -- 2.1%
July 1979 -- 9.9%	January 1999 -- 1.3%
July 1980 -- 14.3%	January 2000 -- 2.5%[1]
July 1981 -- 11.2%	January 2001 -- 3.5%
July 1982 -- 7.4%	January 2002 -- 2.6%
January 1984 -- 3.5%	January 2003 -- 1.4%
January 1985 -- 3.5%	January 2004 -- 2.1%
January 1986 -- 3.1%	January 2005 -- 2.7%
January 1987 -- 1.3%	January 2006 -- 4.1%
January 1988 -- 4.2%	January 2007 -- 3.3%
January 1989 -- 4.0%	January 2008 -- 2.3%
January 1990 -- 4.7%	January 2009 -- 5.8%
January 1991 -- 5.4%	January 2010 -- 0.0%
January 1992 -- 3.7%	January 2011 -- 0.0%
January 1993 -- 3.0%	January 2012 -- 3.6%
January 1994 -- 2.6%	January 2013 -- 1.7%

[1] The COLA for December 1999 was originally determined as 2.4 percent based on CPIs published by the Bureau of Labor Statistics. Pursuant to Public Law 106-554, however, this COLA is effectively now 2.5 percent.

Last reviewed or modified 10/16/2012

Related Information

- COLA, tax, benefit and earning amounts for 2013
- The Story of COLAs
- Actuarial resources
- **Press Release:** Social Security Announces 1.7 Percent Increase For 2013
- Effect of COLA on Social Security Benefits

Cost-Of-Living Adjustment

Social Security and Supplemental Security Income (SSI) benefits are adjusted to reflect the increase, if any, in the cost of living as measured by the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) prepared by the Bureau of Labor Statistics (BLS). The purpose of the cost-of-living adjustment (COLA) is to ensure that the purchasing power of Social Security and SSI benefits is not eroded by inflation.

For purposes of determining the COLA, the average CPI-W for the third calendar quarter of the last year a COLA was determined is compared to the average CPI-W for the third calendar quarter of the current year. The resulting percentage increase, if any, represents the percentage that will be used to increase Social Security benefits beginning for December of the current year. SSI benefits increase by the same percentage the following month (January). If the increase in the CPI-W is at least one-tenth of one percent (0.1 percent), there will be a COLA. However, if the CPI-W increases by less than 0.05 percent, or if the CPI-W decreases, there will not be a COLA.

History

Congress enacted the COLA provision as part of the 1972 Social Security Amendments. Prior to enactment, increases in Social Security benefits had to be enacted by Congress on an ad hoc basis. At that time, inflation was relatively high, so the provision enacted in 1972 provided for an automatic COLA only if the increase in the CPI-W was at least 3 percent, the so-called "3-percent trigger."

By the mid-1980s, as inflation began to wane, it became apparent that because of the 3-percent trigger, it could be possible that there would not be an annual COLA. In 1986, Congress enacted legislation to eliminate the 3-percent trigger.

Other Automatic Increases

There are a number of other automatic increases in the Social Security program. Two of these increases are based upon increases in the national average wage index, but are triggered only if there is a COLA for Social Security benefits. These increases are:

- The contribution and benefit base—the cap on the amount of wages and self-employment income subject to Social Security payroll tax; and
- Retirement earnings test exempt amounts—caps on the amount of earnings that a beneficiary can earn before a reduction in benefits will apply.

Effect on Medicare Part B Premium

Unlike the Social Security COLA, the CPI-W plays no part in the computation of the Medicare Part B premium. The Medicare Part B premium changes each year, if necessary, so that the Part B premium is sufficient to fund approximately 25 percent of the projected cost of the Part B program. Any such premium change is effective in January.

Information about Medicare changes for 2013 will be available at ***www.medicare.gov***.

Contacting Social Security

For more information and to find copies of our publications, visit our website at ***www.socialsecurity.gov*** or call toll-free, **1-800-772-1213** (for the deaf or hard of hearing, call our TTY number, **1-800-325-0778**). We treat all calls confidentially. We can answer specific questions from 7 a.m. until 7 p.m., Monday through Friday. We can provide information by automated phone service 24 hours a day.

We also want to make sure you receive accurate and courteous service. That is why we have a second Social Security representative monitor some telephone calls.

Social Security Administration
SSA Publication No. 05-10526
October 2012

Health Plan Type/Tier	ACCORD Premium	AWARE Premium	City Contribution to Premium	Employee Cost for Accord Network	Employee Cost for Aware Network	City Contribution to VEBA	Total City Contribution
Single Plans (Per Month)							
BCBS 100% $30.00 co-pay	$858.00	$890.00	$517.14	$340.86	$372.86	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$728.00	$755.00	$600.00	$128.00	$155.00	$130.00	$730.00
BCBS $2500 Ded. Plan w/VEBA	$671.00	$696.00	$600.00	$71.00	$96.00	$130.00	$730.00
BCBS $4000 Ded. Plan w/VEBA	$591.50	$613.50	$591.50	$0.00	$22.00	$155.00	$746.50
Employee + Children Plans (Per Month)							
BCBS 100% $30.00 co-pay	$1,716.50	$1,781.00	$831.56	$884.94	$949.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,456.00	$1,511.00	$935.00	$521.00	$576.00	$160.00	$1,095.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,341.50	$1,392.00	$935.00	$406.50	$457.00	$160.00	$1,095.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,183.00	$1,227.50	$935.00	$248.00	$292.50	$160.00	$1,095.00
Employee + Spouse Plans (Per Month)							
BCBS 100% $30.00 co-pay	$1,802.00	$1,870.00	$831.56	$970.44	$1,038.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,529.50	$1,586.50	$857.00	$672.50	$729.50	$160.00	$1,017.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,409.00	$1,462.00	$857.00	$552.00	$605.00	$160.00	$1,017.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,242.50	$1,289.00	$857.00	$385.50	$432.00	$160.00	$1,017.00
Family Plans (Per Month)							
BCBS 100% $30.00 co-pay	$2,232.00	$2,315.50	$831.56	$1,400.44	$1,483.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,893.50	$1,964.00	$1,101.00	$792.50	$863.00	$192.00	$1,293.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,744.50	$1,810.50	$1,101.00	$643.50	$709.50	$192.00	$1,293.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,538.50	$1,596.00	$1,101.00	$437.50	$495.00	$192.00	$1,293.00

**The City's 2013 VEBA contribution includes the $4.30 monthly claims fee.

Personnel Committee **4. 5.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Address Building Maintenance Staffing Needs

Background:

The City previously employed two full-time and one part-time building maintenance employees (2.5 FTE). As part of the voluntary early separate program, the part-time building maintenance worker retired on June 28, 2012. Then, the position was eliminated as part of the 2013 budget process.

It was thought that any critical coverage needs could be handled by a low cost seasonal/temporary employee or, if necessary, from within the department. It was also thought that contracting out for Municipal Center snow removal (at a cost of $16,850) would reduce the number of person-hours needed in Building Maintenance.

In July, Mr. Jeff Strelow, a parks seasonal worker was assigned to help cover some of the building maintenance needs on a part-time basis. In August, one of the two full-time building maintenance employees went out on leave due to a serious medical condition. At this point in time, the City entered into a Memorandum of Understanding (MOU) with AFSCME in order to maintain two full-time staff members covering the daily 16-hour shift. In September, the full-time building maintenance worker was authorized to return to work with restrictions. In November, he was cleared of all restrictions. However, by this time the Building Maintenance Supervisor was in need of using his vacation time, resulting in just two building maintenance staff again. At this time, the MOU has expired and Mr. Strelow is working through the notice of lay-off period. In addition, the contract with the snow removal company was terminated due to lack of performance, transferring snow removal back to the building maintenance staff.

The events that took place in the division over the late summer and Fall have served as somewhat of a trial period to see how the work would be completed. It has become very apparent that the building maintenance function requires a minimum of 2.5 FTEs, for the following reasons: 1) Overtime pay has gone up by 40%, 2) snow removal responsibilities are back with the building maintenance staff, but the City saved $13,480 out the $16,850 contract due to early termination, 3) Coverage for the 16-hour shift with just two employees is unsustainable—especially considering the level of public meeting space use in the Municipal Center—as of January 15th the 2013 meeting schedule is already booked at 75% capacity of the available evenings, plus some Saturdays-see attached meeting schedule , 4) there is little opportunity for staff to schedule vacation time or to stay home if needed for illness, 5) 2.0 FTEs puts the City in a reactive mode in the event that either of the full-time staff require a day off.

Notification:

It may be of interest to the City Council to know that Mr. Strelow went through a competitive recruitment process and was given a contingent job offer by the City in February 2009. Unfortunately, the offer was rescinded just prior to City Council approval due to the economy. Since then, Mr. Strelow has worked as a parks seasonal worker each year and he enjoys working for the City.

Per the MOU with AFSCME, if the City Council authorizes the City to fill this position, Mr. Strelow has recall rights to the building maintenance position; thereby eliminating the expense associated with an external recruitment process.

It may also be of interest to the City Council to know that janitorial services were contracted out in the recent past and staff feels confident that a part-time city of Ramsey employee is the best option for the best price. Previously, the City's experience with contracted cleaning services has not been good. In 2007, the City contracted with Carlson Building Services in the amount of $38,830; which included 2 employees working a 5-hour shift, 3 days a

week. There was little consistency among workers, the building maintenance supervisor took issue with the quality of work and necessary follow-up, and worker(s) attempted to work without having a background check completed, creating a security concern, especially in the Police Department.

Observations/Alternatives:

Alternatives:

1. Leaving building maintenance coverage with just two full-time employees is not an option at the current level of service.

2. Covering some of the janitorial tasks by contact could be considered. Staff contacted Leone's Cleaning Service in Anoka of for a bid on janitorial services; however, staff has not received a response as of this writing. If a cleaning service is hired, the lock-down of the building in the evening could possibly be performed by the Patrol staff, contingent upon the call volume or by other staff after evening meetings. However, this alternative would not be recommended for reasons mentioned above.

Recommendation:

To approve hiring Mr. Jeff Strelow as a regular part-time building maintenance worker, at step 1 of the 2012 wage scale @$15.99 per hour for 20 hours per week; with the option to work up to 30 hours per week on occasion, as necessary, as determined by the Public Works Superintendent and approved by the City Administrator. All other personnel policies would apply and Mr. Strelow would be subject to a 6-month probation.

Funding Source:

The annual salary for this position scheduled at 20 hours per week, at step 1 of the 2012 wage scale, is $20,864. With the savings from the plowing contract, the difference is $3,370. The Public Works Superintendent will make cuts to his 2013 seasonal staffing budget to fund the remaining balance and/or look for savings elsewhere in the Public Works budget.

Council Action:

Motion to recommend City Council adopt a resolution to approve hiring Mr. Jeff Strelow as a regular part-time building maintenance worker, at step 1 of the 2012 wage scale @$15.99 per hour for 20 hours per week; with the option to work up to 30 hours per week on occasion, as necessary, as determined by the Public Works Superintendent and approved by the City Administrator.

Attachments

Eval Criteria
Meeting Room Availability
Agreement and Proposal

Form Review

Inbox	Reviewed By	Date
Kathy Schmitz	Kathy Schmitz	01/17/2013 08:46 AM
Colleen Lasher (Originator)	Colleen Lasher	01/17/2013 10:24 AM
Grant Riemer	Grant Riemer	01/17/2013 10:43 AM
Kathy Schmitz	Kathy Schmitz	01/17/2013 10:47 AM
Kurt Ulrich	Kurt Ulrich	01/17/2013 02:34 PM
Colleen Lasher (Originator)	Colleen Lasher	01/17/2013 02:36 PM
Kathy Schmitz	Kathy Schmitz	01/17/2013 03:02 PM
Grant Riemer	Grant Riemer	01/17/2013 03:08 PM
Kurt Ulrich	Kurt Ulrich	01/17/2013 04:27 PM
Form Started By: Colleen Lasher		Started On: 01/14/2013 08:22 AM

Evaluation Criteria for Vacant and New Positions

1. **Is the position essential?**

   Essential positions are those that provide core public health and safety services; emergency and disaster assistance; and preservation of the essential elements of the City's financial activities.

   *While the position of **Part-Time Building Maintenance** is not essential in terms of the definition above, it is essential in the maintenance and repair of our public buildings and grounds. This position would support our full time building maintenance staff in the maintenance and repair of the following buildings: City hall, Police department, Fire stations 1 and 2, the Public Works offices, Central Park warming house, park center building, municipal parking ramp, grounds maintenance at city hall and the old Municipal Center on NowThen Blvd.*

2. **Is the position critical?**

   Critical positions are positions that are, for example, one-position job classes or positions with duties that cannot be modified, reassigned or eliminated. Detailed responses to the following questions will be required in determining whether or not a position is "critical" to providing high-quality services to residents, business owners and/or employees:

   - Explain how this position is key to achieving the strategic goals identified by the City Council.

     Though building maintenance is not listed as a strategic goal for 2012, the City of Ramsey's investment in public structures is substantial. The investment in government buildings is approximately $26,000,000. The municipal center represents the City of Ramsey to our residents and to anyone visiting our city. With the Anoka County License center located in our building, the municipal center is a direct representation of our city to outside visitors.

   - Can the duties be re-engineered or automated? Please explain

     .

     No, though many of the functions of the building systems are automated already, the duties of building maintenance include basic janitorial services, as well as grounds maintenance; those functions could not be automated or re-engineered.

- Can the duties be reassigned temporarily or permanently? Please explain.

The position cannot be permanently reassigned. To some degree, the public works department could fill in on a temporary basis during emergencies by helping out with the basic janitorial functions, opening or closing the building, etc. However, they are needed in the public works department to carry out the primary functions of their respective areas. As mentioned earlier, the municipal center uses highly automated computer controlled systems for most building functions, such as electrical, HVAC, and security. If another employee were to fill in on a regular basis, they would have to work alongside the full time staff for a period of time and be trained on numerous computer systems.

- Can the position remain unfilled temporarily or permanently? Please explain.

No. Simply stated, two full-time and one part-time employee is the bare minimum. As a result of having just two fulltime employees performing the work we are temporarily operating under a Memorandum of Understanding (MOU) with the AFSCME union. The MOU was necessary due to an emergency medical leave with the fulltime building maintenance employee earlier this year. When the MOU runs out in the near future, we will be operating with only two staff members to cover the 16 hour shift, with no coverage for vacation time, sick time, or occasional extra project that may arise.

- Can the position be filled internally?

Yes. Currently we are using a former seasonal employee from our park department, Jeff Strelow. He has been covering during the aforementioned medical emergency and has worked out very well. He would be interested in the part time position. I have received nothing but positive feedback on his performance to date. Also, he has passed all required back ground checks to work in the secured environment of the police department.

- What is the impact (i.e., to residents, business owners, employees, and/or operations) if the position is not filled?

The municipal center is used by many civic and business groups most nights during the week and weekends for meetings. We have always had staff available to help set up for meetings and answer any questions/problems that

may arise. Some of the larger maintenance issues, such as moving furniture or floor care require two people and occasionally need to be performed before or after normal business hours. During these larger projects we would be short on coverage the remainder of the day. Also with only two employees there is no coverage for sick leave or vacation time. If someone does need the day off for any reason we either sacrifice the current level of service or go into an overtime situation. At present time the building maintenance supervisor is in jeopardy of losing accrued vacation time. He is unable to plan adequate days off because of the short staffing situation.

Can the service provided be reduced, eliminated, or contracted out?

If this service was reduced or eliminated, it would have a direct impact on building maintenance and after hour services provided to the public. The option to contract out is not cost effective – see attachments for supporting documentation.

- What is the budgetary impact if the position is not filled (e.g., additional overtime/compensatory time off costs)

  The previous part-time building maintenance worker retired on June 28, 2012. Since then there has been a 40% increase in overtime hours worked.

- What are the circumstances that warrant the creation of this new position?

This is not a creation of a new position. We are asking to backfill a position that was previously left vacant due to a retirement and subsequent removal from the budget.

3. What is the total annual cost of the position (e.g., salary, taxes, benefits, equipment, etc.)?

The 2012 salary range for this position is $15.98 per hour to $19.98 per hour. The estimated total annual cost to hire a new part-time building maintenance worker at step 1 of the wage scale is $20,864.

Meeting Room Availability as of January 15, 2013
Building must be Prepared, Open, and Locked Down

January 2nd (Wed)	Total:	1
February 6th, 13th, 20th, and 27th (all Wed)	Total:	4
March 6th, 13th, 20th and 27th (all Wed)	Total:	4
April 3rd, 10th, 15th, 17th, 24th, and 29th (2 Mon & 4 Wed)	Total:	6
May 1st, 8th, 15th, 22nd, 29th (all Wed)	Total:	5
June 5th, 10th, 17th, 19th 26th, and 27th (2 Mon, 3 Wed & 1 Thurs)	Total:	6
July 3rd, 8th, 10th, 15th, 17th, 24th, 25th, 29th, 31st (3 Mon, 5 Wed, & 1 Thurs)	Total:	9
August 7th, 12th, 14th, 19th, 21st, 22nd, 28th, 29th (2 Mon, 4 Wed. & 2 Thurs)	Total:	8
September 4th, 11th, 16th, 18th, 25th, and 30th (2Mon & 4 Wed)	Total:	6
October 2nd, 9th, 16th, 21st, 23rd, 24th and 30th (1 Mon, 5 Wed, & 1 Thurs)	Total:	7
November 6th, 13th, 18th, 20th and 27th (1 Mon & 4 Wed)	Total:	5
December 4th, 11th, 16th, 18th and 30th (2 Mon & 3 Wed)	Total:	5
	Total …….66	days are not booked of the 260 Business Days in 2013, this represents 75% of the business days..

CITY OF RAMSEY

AGREEMENT FOR PARKING RAMP AND MUNICIPAL CAMPUS

SNOW REMOVAL

1. PURPOSE/INTENT

a. Ramp Snow Removal

The purpose of this agreement provides the City of Ramsey (hereinafter called CITY) and the successful bidder (hereinafter called CONTRACTOR) with a mutually acceptable agreement to provide planned and emergency scheduled snow removal operations at the Municipal Parking Ramp and Ramsey Municipal campus located at 7550/7650 Sunwood Drive NW, Ramsey, Minnesota.

b. Location

The Municipal Parking Ramp and sidewalks are located at 7650 Sunwood Drive NW Ramsey MN 55303.

The parking ramp at this time consists of 4 floors and 790 parking stalls. The surface parking lots and sidewalks are located at The Ramsey Municipal Center located adjacent to the ramp at 7550 Sunwood Drive NW. The surface parking lots consist of approximately 70 parking stalls spread over 3 lots.

c. Administration

This agreement shall be entered into with the City Council of the City of Ramsey, administered by the Public Works Superintendent and under the direct operation supervision of the Public Works Superintendent or designated representative.

d. Municipal Parking Ramp Snow Removal

The City's snow removal policy requires that the ramp, ramp entrance road, perimeter sidewalks associated with the ramp and internal exposed stairwells and crossover walkways will be cleared of all snow by 5:00 am on all levels of the parking ramp. Sidewalks and stairwells must be treated for ice as needed. Sidewalks will include approximately 500' of sidewalk used by the NorthStar Rail Station. Normal plowing operations for the City of Ramsey begin with the accumulation of two (2) or more inches of snow. For the purposes of the Parking Ramp and Municipal Center snow removal, operations will begin with the accumulation of ½" or more of snow. Deicing material will be required as needed in the ramp, especially on the ramp leading to the 4th level and the 4th level parking surface. Snow cannot be piled up on the ramp for removal. It must be removed in one continuous operation. It will be the responsibility of the contractor to supply a list of de-icing chemicals and their operating characteristics for approval by the city. Sand mix is only to be used in extreme cold or heavy ice conditions. Deicing material will be spread on all surface lots and sidewalks to provide safe driving and walking conditions. Snow is to be removed from the site and deposited at a location provided by the city. For bidding purposes the dumpsite will be located within a one mile radius of the Municipal Center. It is the intention of the CITY to retain the services of the CONTRACTOR for each snow fall requiring removal under the CITY'S current Snow Removal Policy. It will remain city staff's responsibility to respond to snowfalls and icy conditions that arise during the business day. Historically, Ramsey averages approximately 44 inches of snow per year requiring 6 - 10 separate snow removal operations. Snow removal operations should be completed in approximately 2-4 hours. www.**nws**.noaa.gov will be the official website for snowfall amounts for the 55303 zip code.

Municipal Surface Parking Lots and Sidewalks

The City's snow removal policy requires that all surface parking lots and sidewalks contained within the Municipal Center Campus will be cleared of snow and treated for ice by 7:00 am. It will be the responsibility of the contractor to supply a list of de-icing chemicals and their operating characteristics for approval by the city. Sand mix is only to be used in extreme cold or heavy ice conditions. Again the snow is to be removed from the site and deposited in a location provided by the city. No snow from the parking lots or sidewalks may be pushed or deposited on any city street, sidewalk or adjacent property without prior permission from the Public Works Superintendent.

e. Scope of Operations

It is the intent of the CITY that the CONTRACTOR provides adequate pieces of equipment to perform the snow removal operations. Additional pieces of appropriate type equipment for each area may be used by the CONTRACTOR for any or all snow removal operations with prior written approval of the CITY.

2. LENGTH OF AGREEMENT

a. This agreement shall be a one year agreement limited to the snow removal seasons typically commencing November 1, 2012 and ending April 15, 2013 inclusive. This agreement may be renewed by written mutual consent of both the CITY and the CONTRACTOR.

b. This agreement may be terminated for good cause, including failure to perform in accordance with this agreement, by the CITY during the agreement period subject to written notice being delivered by registered mail sent to the CONTRACTOR at the address referenced on the Proposal form.

c. The CITY cannot and will not guarantee a minimum number of work hours for any snow removal operation for duration of the agreement.

3. EQUIPMENT

a. All substantial equipment used in snow removal operations must be 2006 model year or newer. (pickups, skid steers, etc….)

b. Accessories & Safety Equipment

All vehicles shall be properly equipped and outfitted to meet all local, county,

state or federal laws required for on-the-road emergency snow removal operations. Safety equipment will include emergency lighting that is visible 360 degrees around the vehicle. They shall provide the operator with full visibility in all directions and shall have a backup warning system. The operator's cab shall be fully enclosed and properly equipped with all equipment necessary to allow the efficient and safe operation of that vehicle. The CITY reserves the right to reject at any time, without notice to the CONTRACTOR, any vehicle that does not appear to comply with all rules or regulations required for over-the-road snow removal operations. Rejection of vehicle acceptability will also take into consideration the condition and limitations of operation of the vehicle or its accessory equipment.

c. Skid steer loaders, dump trucks and similar equipment must include emergency lighting and meet all applicable DOT safety standards

d. Vehicle Designation/Replacements

The CONTRACTOR shall provide the CITY with the vehicle identification number and license plate number (where applicable) to the CITY within ten days of execution of this contract. After inspection by the CITY, those vehicles acceptable for performance under this contract will be verified by the CITY. Except for emergencies, any planned substitution or replacement of previously approved equipment shall require prior written approval by the CITY.

4. OPERATION & MAINTENANCE

a. Operator

The CONTRACTOR shall ensure that the operator provided with each piece of equipment is fully trained and properly licensed with the State of Minnesota to operate the bid vehicle or any anticipated replacement. The CONTRACTOR shall make every effort possible to ensure that the same operator performs the snow removal operation during the length of the agreement.

b. Parts & Fuel

The rates contained herein shall cover all operation and maintenance expenses including but not limited to fuel, lubricants, supplies and support services. It shall also include depreciation on the vehicle and related equipment including the repair, maintenance and replacement of all materials and supplies including cutting edges and tire chain cross links. It shall also include all labor, tools and equipment necessary for making any and all repairs or replacements which may be necessary to keep and maintain the machine and all parts thereof in proper and safe working order and serviceable repair.

c. Storage

The CONTRACTOR shall assume all responsibility and costs associated with maintaining proper and necessary protection/shelter/storage for both the vehicle and operator.

5. PERFORMANCE REQUIREMENTS

a. Personnel

The CONTRACTOR shall provide the CITY with the name, address and telephone number(s) for at least two designated contact personnel responsible for

insuring response to the CITY'S request for services. The CONTRACTOR shall ensure that at least one of the contact persons is available and accessible 24 hours per day, seven days per week.

b. Response Time

The City will give a minimum of a (two) 2 hour advance notice of the projected start time. In the event the contractor misses a part of their assigned plowing areas they are required to respond within 30 minutes after being notified of the situation. The CONTRACTOR shall ensure that the equipment and operator are ready to report to the City garage at that time and able to continuously provide snow removal services through the completion of the areas. The CONTRACTOR shall not allow any given operator to work more than 16 consecutive hours without an eight hour break. The CONTRACTOR shall be responsible for providing replacement personnel if snow removal operations require more than 16 consecutive hours of operation.

c. Down Time

The CONTRACTOR shall ensure that all equipment provided is maintained in a proper manner to minimize required maintenance or emergency repairs during the performance of snow removal operations. If, once commencing a snow removal operation, a piece of equipment becomes disabled and non-functioning for a period of two (2) consecutive hours, the CONTRACTOR shall provide a satisfactory replacement vehicle and operator if necessary at no additional cost to the CITY.

d. Communications

The CONTRACTOR shall ensure that the operator maintains full availability for communication at all times during the snow removal operations.

e. Authority/Direction

The CONTRACTOR and his designated operators shall respond to all directions given by the CITY in a positive, courteous and timely manner during the snow removal operations. The CITY reserves the right to reject any piece of equipment or operator from continued or further engagement of services due to incompetence or insubordination or inability of the piece of equipment to function properly for the requested services.

The CONTRACTOR shall begin the snow removal operations at the Public Works garage located at 14100 Jaspar St NW. This will allow the City to bring the Contractor up to date on any changes/issues that may need to be addressed.

f. Law Obedience

The CONTRACTOR and his designated operator shall be responsible for their actions and compliance with all regulatory laws and ordinances governing the operation of the machine while performing snow removal operations for the CITY.

g. Non Performance

The CONTRACTOR shall waive any and all objections, rights to objections and claims for additional compensation, damages or loss of revenue resulting from work performed by the CITY either prior to, during or after any scheduled or emergency snow removal operation in lieu of these contractual services as may be

necessary due to non performance or excessive delays of the CONTRACTOR. The CONTRACTOR will also be responsible to supply a performance bond equal to half the annual bid.

h. Property Damage

The CONTRACTOR shall be responsible for any and all damage to private as well as public property (including public utilities) due to its own or its employee's negligence in performing snow removal operations. This includes landscaping and plant material surrounding the surface lots.

6. COMPENSATION

a. Payment Schedule

All pay requests must be prepared and submitted by the CONTRACTOR as verified and approved by the Public Works Superintendent. All payment requests submitted will be per snow event and dated as such. All pay requests so received shall be processed and payment made by the CITY not less than 15 and not more than 30 days after receipt.

7. INSURANCE/LIABILITY/CLAIMS

a. Indemnification

The CONTRACTOR indemnifies, saves and holds harmless the CITY and all of its agents and employees of and from any and all claims, demands, actions or causes of action of whatsoever nature or character arising out of or by reason of the CONTRACTOR'S performance under this agreement. It is hereby understood

and agreed that any and all employees of the CONTRACTOR and all other persons employed by the CONTRACTOR in the performance of services under this agreement, required or provided for hereunder by the CONTRACTOR shall not be considered employees of the CITY and that any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of said employees while so engaged in any and all claims made by any third parties as a consequence of any act or omission on the part of said CONTRACTOR'S employees while so engaged in the performance of these services, to be rendered herein by the CONTRACTOR shall, in no way, be the obligation or responsibility of the CITY.

b. Insurance

The CONTRACTOR shall, at his sole cost and expense, carry and maintain general and public liability and property damage insurance coverage of $600,000 for any one accident and $600,000 aggregate protecting the CONTRACTOR, his employees and the CITY against any and all claims of any kind or character whatsoever arising from damage, injury (including bodily injury or death) caused by or arising from the operation and use of the machine at the request of the CITY. Such insurance shall be in full force and effect during the time that the machine is operated at the request of the CITY. Such insurance policy shall provide for a minimum of 30 days written notice to the City Clerk of cancellation, non-renewal or material change of the required insurance coverage. The requirement and approval of this insurance by the CITY shall not in any way relieve or decrease the liability of the CONTRACTOR. It is expressly understood

that the CITY does not in any way represent that the specified limits of liability or coverage or policy forms are sufficient or adequate to protect the interest or liabilities of the CONTRACTOR.

c. Legal Compliance

The CONTRACTOR agrees to comply with all State and Federal laws and local ordinances governing the employment of personnel including, but not limited to, Minnesota Statute Section 181.59 relating to discrimination in employment, and Section 290.07 requiring the certification of income tax withholding.

d. Claims

The CONTRACTOR agrees to process and resolve all claims submitted by affected property owners of the City of Ramsey in a timely manner.

8. AGREEMENT APPROVAL CONSIDERATIONS

a. Selection

The CITY reserves the right to retain the services of the CONTRACTOR who, in the opinion of the CITY, can best provide the services requested under this agreement. Consideration shall be given to rates, availability and condition of equipment, competency of operators, previous experience, response time and specific pieces of equipment so quoted.

9. BID PROPOSALS

Quotations for snow removal services are to be submitted as a ***lump sum annual fee***. Please separate bids and mark them clearly for the ***Municipal Parking Ramp*** and for the ***Municipal Campus***. All proposals must be type written or printed in ink and properly signed by an officer of the company. If the submitted proposal is accepted by the CITY and properly countersigned, it shall constitute a formal agreement between the CONTRACTOR and the CITY with no further revisions, addenda or exceptions acknowledged unless previously noted in writing on the bid proposal form. All required performance bonds, insurance certificates and additional requested information shall be submitted in a form acceptable to the City within 15 days of execution of the agreement and request by the CITY.

DESCRIPTION OF EQUIPMENT

The following information must be completed as part of this proposal for each piece of equipment proposed to be furnished: (If quoting more than two machines, use additional sheet.)

¾ Ton Pickup

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE SIZE FRONT WHEELS		
REAR WHEELS		

1-Ton Pickup

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE FRONT WHEELS		
SIZE REAR WHEELS		

Alternate Equipment

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE FRONT WHEELS		
SIZE REAR WHEELS		

Skid Steer

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE FRONT WHEELS		
SIZE REAR WHEELS		

Dump Truck

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		
TYPE OF ENGINE (GAS OR DIESEL)		
HORSEPOWER		
TIRE SIZE FRONT WHEELS		
REAR WHEELS		

Small Snow Blowers and Misc. Equipment

UNIT NUMBER	1	2
MAKE		
MODEL		
YEAR		
SERIAL NUMBER		
ENGINE MAKE		
ENGINE MODEL		

UNIT NO. 1_____

UNIT NO. 2_____

UNIT NO. 3_____

UNIT NO. 4_____

UNIT NO. 5_____

UNIT NO. 6_____

CITY OF RAMSEY

DEPARTMENT OF PUBLIC WORKS

AGREEMENT FOR THE LEASE AND RENTAL OF FULLY OPERATED EQUIPMENT FOR STREET SNOW REMOVAL

Proposals will be received at the City of Ramsey Municipal Center 7550 Sunwood Drive NW Ramsey Minnesota 55303 for ***Snow Removal Operations*** for the Municipal Parking Ramp and Municipal Campus in the City of Ramsey.

PROPOSAL OF _____
Firm Name (Please Print)

ADDRESS _____
Address

_____
City State Zip

_____
Phone

NOTE: This proposal must be signed on the last page, and all sheets in this proposal must be returned when bidding.

I

In accordance with the notice of the City of Ramsey, Minnesota soliciting quotations (I) (We), the undersigned, hereinafter called the CONTRACTOR, hereby offer to provide the City of Ramsey, hereinafter called the CITY, acting by and through its Public Works Superintendent, the Snow Removal Operations for which the quotation may be accepted, subject to the terms and conditions herein specified; and the parties further agree that this proposal form shall become the agreement for the Snow Removal Operations at the Municipal Parking Ramp and the Municipal Campus Snow Removal upon its execution by the City.

(I) (We) hereby certify that (I am) (We are) the only person (s) interested in this proposal as principal (s); that it is made and submitted without fraud or collusion with any other person, firm or corporation; and that (I) (We) have examined this Proposal and Agreement Form, and understand its contents.

(II) Annual fee for snow removal services at the Municipal Parking Ramp is $_____

(III) Annual fee for snow removal services at the Municipal Center Campus is $_____

II

This Proposal must be signed below in ink by a duly authorized agent of the Contractor providing the equipment and operators.

(YOUR SIGNATURE MUST BE NOTARIZED WHEN SIGNING - SEE FOLLOWING PAGE.)

Date _____20___. By: _____
Signature

_____
Name (Please Print)

For: _____
Company

Its: _____
Title

III

The above quotation for Snow Removal at The Municipal Ramp _____is hereby accepted.

The above quotation for Snow Removal at the Municipal Campus _____is hereby accepted.

CITY OF RAMSEY

By: _____/_____
Bob Ramsey Date
Mayor

_____/_____
Jo Thieling Date
City Clerk

_____/_____
Grant Riemer Date
Public Works Superintendent

Personnel Committee **4. 6.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Recruit for an Economic Development Manager

Background:

The City's Economic Development & Marketing Manager resigned in March, 2012 and the Assistant City Administrator/Community Development Director resigned in April, 2012. Both positions were significantly involved in Economic Development. Since then, with the City Administrator's general oversight and support, the Management Analyst has been covering many of the City's economic development duties; the Finance Director has been covering the Tax Increment Financing district responsibilities; and the EDA consultant Mike Mulroney has assisted with various economic development projects, as needed.

A needs analysis (see attached) has been conducted for this position. Based on results of that analysis, staff is recommending that a full-time Economic Development Manager be hired to perform the City's economic development function. This position would be responsible for the development and implementation of economic development, programs, and services for both commercial and industrial businesses.

Staff is proposing a slight restructure of this position from Economic Development & Marketing Manager to Economic Development Manager to allow this position to focus specifically on economic development. The restructure would place more emphasis on real estate and development transactions such as negotiating and securing property purchases for the purposes of development and redevelopment; as well as transferring much of the marketing and communications component (via electronic and printed media) to the Management Analyst.

Additionally, staff proposes continuing that the Management Analyst' would continue to assist in some economic development duties to ensure continuity with internal and external customers, and to provide a proactive back-up staffing for this important fuction.

The importance of filling the economic development position City's investment of time and resources in retaining and expanding existing businesses and attracting new businesses. Without this position it will be very difficult to attain many of the City Council's strategic goals; many of which focus on economic development. This was a key position included in the 2013 budget.

The needs analysis for the Economic Development Manager position is attached for your review and consideration. In addition, staff has included minutes from the most recent EDA meeting which indicate EDA support for hiring a full-time Economic Development Manager.

Notification:

Observations/Alternatives:

There are no viable options that will properly address the City's Economic Development needs.

Recommendation:

To authorize staff to begin the recruitment process for an Economic Development Manager.

Funding Source:

The annual funding required for this position approximately $87,210 (TIF @ 20%, EDA 20%, HRA 60%). Funding for this position is included in the 2013 budget.

Council Action:

Motion to recommend City Council adopt a resolution to approve staff to begin a recruitment process for an Economic Development Manager.

Attachments

Draft EDA Minutes from Jan. '13

Needs Analysis

Current ED duties by MA

Job Description

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/17/2013 04:54 PM

Form Started By: Colleen Lasher Started On: 01/14/2013 07:48 AM

Final Approval Date: 01/17/2013

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, January 10, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Member John LeTourneau
Member Wayne Skaff
Member Jim Steffen (arrived at 7:35 a.m.) – Elected Chair 1/10/13
Member Kristine Williams

Members Absent: None

Also Present: Patrick Brama, Management Analyst
Kurt Ulrich, City Administrator
Colleen Lasher, Human Resources Manager

1. CALL TO ORDER

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

2. APPROVE AGENDA

Chairperson Riley noted the addition of agenda item 4.07 – EDA staff position discussion.

Motion by Member Skaff, seconded by Member Williams, to approve the agenda as amended.

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated December 13, 2012

Motion by Member LeTourneau, seconded by Member Skaff, to approve the minutes dated December 13, 2012.

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

4. EDA BUSINESS

4.01: Election of Officers

Management Analyst Brama stated the EDA is comprised of five at-large members and two members appointed by the City Council and the City Council recently appointed Councilmembers LeTourneau and Riley to the EDA, resulting in two at-large vacancies on the EDA which will be filled in April by City Council appointment.

Motion by Member Skaff, seconded by Member LeTourneau, to elect Jim Steffen as Chairperson of the EDA.

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

Motion by Member Williams, seconded by Member LeTourneau, to re-elect Wayne Skaff as Vice Chair/Treasurer of the EDA.

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

Chairperson Steffen then presided over the remainder of the meeting.

4.02: Discuss Future Land Use Options for the General Business District Node at 167th Avenue and Trunk Highway (TH) 47

Management Analyst Brama stated this property has struggled to remain economically viable and the City has conducted a number of studies in the past including a TIF study. He indicated the City has been contacted regarding the property at 6001 167th Avenue and one user has expressed interest in establishing a gun range/archery range on the site; staff will be meeting with this user on January 11th. He stated the other user has expressed interest in establishing a metal and/or clothing recycling facility on this site. He noted the City also received an inquiry from the property owner regarding a possible rezoning which, by law, would require the neighboring properties to be rezoned. He advised the gun range/archery range and recycling facility would require a zoning amendment and these uses cannot be conditional uses. He stated the City was also approached about the property at 5909 167th Avenue for a possible day care center and this use is allowed under existing City Code. He stated the Planning Commission and City Council will be reviewing this property from a zoning perspective to determine whether to rezone this node and the surrounding properties or whether to permit an overlay district. He requested input regarding the EDA's role in this matter as outlined in the staff report.

Member LeTourneau stated he was pleased to see this item on the agenda and encouraged the EDA to carefully review the issue and resist doing something that is reactionary versus visionary. He indicated he would like to see further efforts on the master planning aspect of this rather than introduce uses to the site that would require zoning changes.

Chairperson Steffen requested further information regarding staff's recommendation.

Management Analyst Brama explained that any master planning effort would be coordinated by the Planning Division and reviewed by the Planning Commission/City Council and the EDA

would remain in a supportive role. He added that because users have come forward expressing an interest in the property, it is the responsibility of the Planning Division to make a recommendation regarding the potential uses.

City Administrator Ulrich stated the Planning Commission and City Council would review any rezoning request and the EDA would not be involved in the rezoning request. He noted the EDA can recommend that the current zoning not be changed until a Comprehensive Plan is completed.

Member Riley stated his agreement with staff's recommendation and felt the proposed uses would help make the site economically viable.

Member Williams agreed with the recommendation to play a supportive role but expressed concern about the proposed uses adding that the proposed recycling center is not consistent with the vision previously discussed for this node and is not consistent with the retail uses located across the street. She was concerned about the Planning Commission making a decision on this node without the EDA weighing in on the matter or at least providing input as to why the EDA does not feel the uses are consistent with the vision for this site.

Discussion ensued regarding the proposed uses and the EDA's continuing role in the development of this node.

Chairperson Steffen expressed concern regarding a day care center next to a gun range.

Member Riley stated the City should make this property a priority to make it economically viable and stressed the importance of maintaining flexibility and not rezoning the property to anything that would limit the City in the future.

Member Williams stated the City should remain cognizant of the significant investment by the property owner across the street and felt the EDA should support the current zoning and any retail uses that comply with current zoning. She also felt the EDA should state it does not support light industrial on the site. She added the market has not supported redevelopment on this site until recently and suggested the EDA focus on comprehensive planning efforts in 2013.

Management Analyst Brama advised that staff will prepare a summary of the EDA's comments and concerns for presentation to the Planning Commission and City Council which indicates that the EDA is interested in the long term viability of this commercial node and is interested in what happens with the existing users as well as the overall use of the site but is concerned about the proposed uses and proposed rezoning request.

4.03: 2013 Annual EDA Business Expo and Consideration of Annual Outdoor Expo/Event (RV)

Management Analyst Brama explained that planning is underway for the Annual Business Expo scheduled for May 4, 2013, at the Fountains of Ramsey. He stated that staff contacted the local RV dealerships about joining this expo and all of the RV dealerships indicated they were interested; since that time, the RV dealerships have proposed a separate event that would allow the dealerships to remain at their locations and presented a draft of a proposed "Great Outdoors

Sale Extravaganza of Ramsey." He reviewed costs and staffing resources needed for an additional event and requested input from the EDA regarding adding another event as requested by the RV dealerships.

Member Skaff noted it was the EDA's intention to invite the RV dealerships to the annual business expo to provide the RV dealerships with exposure to their businesses. He stated he would be okay with the RV dealerships bringing in a couple of their units to the business expo and the City could offer a map of the RV dealership locations to people attending the expo.

Chairperson Steffen agreed and stated he would prefer that the City move forward with the business expo and invite the RV dealerships to participate.

Member Riley agreed and stated he would encourage the RV dealerships to hold their own outdoor sale event. He suggested that the City continue to work with the RV dealerships on promoting their dealerships at the business expo.

It was the consensus of the EDA to direct staff to move forward with the traditional business expo.

4.04: Business Retention Program Update

Management Analyst Brama advised that 17 business visits have been completed and three business visits are scheduled for today, including Life Fitness, Lakes Region RV, and Arrow Components Corp. He indicated that a summary of the meetings will be contained in the February EDA agenda.

4.05: Updates: Old City Hall Development (data center), Nordvick Property Demolition, Kuro Fitness RLF, 6701 Highway 10, Windsorwood Sale, 8019 146th Ave.

Management Analyst Brama advised that a change order request will be submitted for the Nordvick property demolition for removal of an oil separation tank. He stated that further details regarding the change order will be provided at a later date. He advised that the shovel ready application for the old City Hall site will be submitted next week. He added that the cost-benefit analysis for this site will be presented in February.

4.06: Prospect Update

This item was noted but not discussed.

4.07: EDA Staff Position Discussion

Human Resources Manager Lasher presented the draft job description for the EDA staff position.

City Administrator Ulrich stated one of the primary changes to the job description from the former position includes the requirement for real estate expertise.

Member Riley indicated he had some suggested revisions and would provide them to staff.

Human Resources Manager Lasher stated that staff hopes to post the position by February 4th with an early May hire date. She indicated that City policy allows the City Administrator to make the decision whether to post the position internally prior to posting the position externally and it is recommended that the City use one recruitment period and invite internal applicants to apply if interested. She stated that she would be conducting interviews along with City Administrator Ulrich and Development Services Manager Gladhill. She added that second round interviews may include City Councilmembers if desired by the City Council.

Chairperson Steffen stated he would prefer to have Councilmembers included in the interviews.

Human Resources Manager Lasher invited the EDA members to forward any comments or questions regarding the job description and stated the City will advertise through the EDA Association, City website, League of Minnesota Cities, cable TV, and City email notifications.

5. Member/Staff Input

City Administrator Ulrich stated that the City Council approved the hiring of an organizational assessment consultant and the EDA members will be contacted to obtain input on the survey. He advised that the City will hold a joint City Council meeting with the City of Anoka on March 11th to discuss Highway 10 and other mutual issues. He also advised that the Wiser Choice property was on the HRA agenda this week and was continued to the January 22nd meeting after further follow-up by staff. He stated that Riverdale Drive is moving forward and a feasibility study was presented to the City Council.

Chairperson Steffen stated he visited Kuro Fitness on Saturday and they were getting ready to open on Monday.

6. Adjournment

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

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

The regular meeting of the Economic Development Authority adjourned at 8:59 a.m.

Respectfully submitted,

_____
Kurtis G. Ulrich, City Administrator

ATTEST:

_____
Patrick Brama, Management Analyst

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

Needs Analysis for Vacant and New Positions

Position: Economic Development Manager

1. Is the position essential?

Essential positions are those that provide core public health and safety services; emergency and disaster assistance; and preservation of the essential elements of the City's financial activities.

The Economic Development Manager position plays a key role in preserving and ensuring the growth of the City's tax base in its industrial and commercial sectors. This tax base and job creation has a direct relationship to the financial health of the City and our opportunities for continued growth into the future. At no time greater than the present have our efforts in retaining and attracting businesses to the community been more important. Our local businesses require our support and advocacy in ensuring that they survive this downturn in the economy. The following is a summary of key responsibilities of the Economic Development Coordinator:

Staff Liaison to EDA:

- Provide staff support to Economic Development Authority, prepare agendas, cases for consideration, follow-up on direction, manage projects, develop annual work plan and goals, act on initiatives established.

TIF and Job Creation Reporting/Tracking:

- MBAF reporting for job creation. due annually April 1 – Reporting on job creation from subsidies awarded.
- TIF reporting due annually August 1- Report summary of expenditures for year prior.
- Manage escrow accounts – Manage escrow accounts for past industrial projects.
- TIF Analysis, projections and runs

Economic Development and Marketing Events:

- Business Expo
- Business Appreciation Day
- Business Network Meeting and Small Business Seminar

Business Retention and Relationship Management:

- Business Retention – Coordinate appointments to meet and greet businesses on a regular basis. This is important during these tough economic times to meet with businesses and ask if there is anything the city can do to help. It is critical to stay in touch with our local businesses during this time to identify assistance that can keep them in business, identify opportunities to partner or collaborate, provide good analysis for business expansion.

Property Management:

- Property management (including RALF properties):
  - Develop property profiles, conduct property analysis, market, manage records
  - Negotiate leases, sales, acquisitions and assist formation of agreements
  - Coordinate maintenance

Communications and General Information

- Provide expertise, guidance and information on economic development tools, programs and incentives.
- Bank Network Group – Participate and provide an update to the group regarding economic development activity in the City.
- EDA Website – Work with the Management Analyst to update listings as brokers provide new information
- Update MNPRO site and listing information. This is done at a minimum twice a year and when the most current tax info is available.
- Current Business List – Work with Chandra Kreyer, PD to keep list current. Try to get out and verify vacancies and be sure to coordinate when a new business moves in.
- Develop and Maintain EDA Map – map of properties that should be looked at for purchase, redevelopment, clean up, etc.
- There are numerous key projects that the Management Analyst is in the midst of shepherding, including new development, expansion and retention. The following is a summary of the projects that will need to see that continued effort on behalf of the City's economic development to come to fruition:

Currently, the City's Management Analyst is shepherding a number of projects, programs and Economic Development functions for the City. Upon hiring an Economic Development Manager, a number of projects will transition from the Management Analyst to the new position. Projects include:

- Demolition/Redevelopment of EDA owned property, 8020 147th Ave NW
- Demolition/Redevelopment of City owned property, 15153 Nowthen Boulevard NW
- Negotiate Sale of City Owned Property, 14280 Azurite
- 167th Ave and Highway 47 Commercial Node, consider City/EDA involvement
- Follow up with a number of prospects:
    - Anderson Dahlen
    - Minnesota Tool & Die
    - B&F Fastener
    - Diamond Graphics
    - MMI EDA Martin
    - Vision Ease Lens
    - NAU Country
- Projects outlined in EDA workplan

2. Is the position critical?

Critical positions are positions that are, for example, one-position job classes or positions with duties that cannot be modified, reassigned or eliminated. Detailed responses to the following questions will be required in determining whether or not a position is "critical" to providing high-quality services to residents, business owners and/or employees:

a. Explain how this position is key to achieving the strategic goals identified by the City Council.

Strategic Goals – 2012

- Review strategy for the sale of land in The COR
- Pursue change to Met Council policy regarding RALF lease revenue—that it be shared with the City or the City gets to keep it if there is no plan to improve US10 or figure out a plan to convert those dollars to support funding Armstrong Interchange
- Review Economic Development effort for business recruitment, expansion, retention-assess value of efforts (evaluate smoke stack chasing and grow your own)
- Review City facilitation efforts to help businesses grown—assistance with identifying lending, funding, help through the process of expanding or developing a new business
- Facilitate review of costs of operating a business: example provide information about how to reduce assessed value of a property, other operational expenses of businesses
- Consider additional commercial nodes (167/47 and Armstrong/181)

b. Can the duties be re-engineered or automated? Please explain.

While there are technical skills necessary for the economic development function of the city, the art of establishing and building relationships with the business community is the most important component of economic development for the city. This position is a resource for the business community for retention, expansion and bringing new businesses to the city.

c. Can the duties be reassigned temporarily or permanently? Please explain.

No

d. Can the position remain unfilled temporarily or permanently? Please explain.

No

e. Can the position be filled internally

Staff would recommend conducting a broad, external recruitment process to capture the public and private sector development experience the focus of this position as redefined.

f. What is the impact (i.e., to residents, business owners, employees, and/or operations) if the position is not filled?

The impact of not filing this position is significant to the economic vitality of the City of Ramsey. It is imperative that the City continue to support the work of the EDA to grow our industrial sector, expand our commercial offerings and attract office users. This has a direct relationship to our tax base and the ability to grow our future tax base which supports the general fund budget operations.

g. Can the service provided be reduced, eliminated, or contracted out?

Since the departure of the Economic Development & Marketing Manager left, existing staff has absorbed much of the work load as well as utilizing consultant Mike Mulroney for assistance with various EDA projects. It is staff's opinion that this is a key role for the City that has a direct relationship to the economic vitality of the City and our ability to grow tax base. While consultants help to meet the needs for project specific work, having a full-time Economic Development staff member in house is a

much more efficient and cost effective way to ensure that the needs of the business community are being addressed and relationships are being maintained. See Attachment for a summary list of current duties.

h. What is the budgetary impact if the position is not filled (e.g., additional overtime/compensatory time off costs)

The budgetary impact of not replacing this position is the potential loss of tax base or the inability to increase tax base due to lack of position to shepherd and encourage expansion and retention and new businesses in the community. In addition, it is staff's opinion that there is a high risk of burn out of existing staff due to the work load being spread too thin to be effective.

i. What are the circumstances that warrant the creation of this new position?

This is not a new position.

3. What is the total annual cost of the position (e.g., salary, taxes, benefits, equipment, etc.)?

If the (salary & benefits) starting salary for this position is $87,210 (TIF @ 20%, EDA 20%, HRA 60%).

Current Duties Covered by Management Analyst

Responding to prospect businesses/leads (interested in relocating to Ramsey)
Administration of three annual EDA events:
- Business Expo
- Golf Tournament
- Fall Networking Event

Maintaining EDA Webpage
Administer and Facilitate EDA Meetings (liaison)
Property Management, Various Properties (RALF Program)
- Developing property profiles, rent analysis
- Negotiating leases, showing properties
- Coordinating property maintenance

Business Retention and Expansion Program (BR&E) Administration
- Annual report
- Conducting visits, responding to inquiries, following up with leads

Represent City at Local/Regional Economic Development Meetings
Develop and Maintain an Inventory of Land/Leasable Space
Project Management, Various
- 15153 Nowthen Blvd (Data Center Development)
- 8020 147th Ave (Demolition)
- 14280 Azurite (Sale)

Administer EDA Workplan
Providing guidance, assistance and information on a number of EDA programs
- Revolving Loan Fund (RLF)
- EDA Fund
- Tax Increment Financing (TIF) and Tax Abatement

Reporting, Business Subsidy Agreements
Administer Business Spotlight Article in Ramsey Resident
Other Duties as Assigned

CITY OF RAMSEY POSITION ANALYSIS

POSITION TITLE: Economic Development Manager

DEPARTMENT: Administrative Services

POSITION TITLE OF IMMEDIATE SUPERVISOR: City Administrator

FLSA STATUS: Exempt

PRIMARY OBJECTIVE OF POSITION: This position works under the general direction of the City Administrator while collaborating with other City staff, including but not limited to staff responsible for supporting the role of economic development and its strategic initiatives.

This position manages all aspects of the City's economic development and redevelopment activities by designing and implementing economic development plans, programs, and services for both commercial and industrial businesses via a variety of complex and routine professional, technical and administrative functions.

RESPONSIBILITIES:

A) Economic Development Authority (EDA) Manager
B) Economic Development Events
C) Business Retention and Relationship Management
D) Real Estate and Development Transactions
E) TIF and Job Creation Reporting/Tracking
F) Right of Way Acquisition Program Management (Met Council RALF Program)
G) Communications and General Information
H) Perform a wide range of other tasks (within the ability and resources of the Economic Development Manager) at the verbal or written direction of the City Administrator/

TASKS RELATED TO RESPONSIBILITIES:

A) Economic Development Authority (EDA) Manager

- Provide professional and technical advice and support the work of the EDA
- Prepare monthly EDA agendas & cases, and follow-up on direction given
- Oversee administration of the EDA Website
- Update listings as brokers provide new information, verify listings periodically, update MNPRO site and listing information as needed
- Develop annual work plan and goals
- Perform cash flow analysis for prospective businesses locating in the City
- Work with Economic Development Consultant on business contracts and prepare business relocation proposals for businesses including use of financial assistance and other incentives
- Plan and coordinate various annual community EDA events and act on initiatives established

- Review of blighted properties for possible purchase from willing sellers for redevelopment
- Develop strategies for working with other appropriate commissions and task forces

B) Economic Development Events

- Coordinate ongoing COR (downtown development) meetings with potential developers, retailers, and office users for sites in the COR as a part of the Development Management Team
- Coordinate economic development and promotional activities aimed at attracting new development and investments
- Prepare business update article for the Chamber (twice annually)
- Write Business Spotlight articles by selecting a business, interviewing the business owners and promoting the business in the Ramsey Resident newsletter.
- Coordinate Business Spotlight for QCTV airing with video visits to a selected Ramsey business
- (moved to D)Develop short and long range economic development and redevelopment plans
- Coordinate Business Expo (Annually in the Spring)
- Coordinate Business Appreciation Day (Annually the third Tuesday in August)
- Coordinate Business Networking Meeting (Annually in the Fall)
- Coordinate activities with other City staff , agencies, local groups and others as needed

C) Business Retention and Relationship Management

- Develop and maintain Business Expansion and Retention Program via regular contact with business owners while possessing the background knowledge and understanding of each business in order to demonstrate a sincere appreciation for the business
- Develop and/or revise and manage economic development incentive programs for recruitment, expansion, and retention of industry and commerce projects
- Manage established and emerging projects
- Coordinate infrastructure needs for economic development projects and manage financing of improvement phase of project
- Indentify methods to assistance local businesses remain solvent, identify opportunities to partner or collaborate and provide analysis for business expansion
- Develop retention tools, programs, strategies, and financing to retain and expand current businesses and develop, grow, and attract new businesses to the City
- Attend local business networking meetings to provide updates on development and opportunities in the city
- Negotiate and implement development agreements for new and redevelopment projects including coordination of business subsidy requirements, property acquisition, relocation efforts, site preparation, and related actions.

D) Real Estate and Development Transactions

- Negotiate and secure property purchases for the purposes of economic development and redevelopment, including coordinating and representing the City at real estate closings
- Provide business knowledge of available public and private business financing resources including local bank financing, small business administration loan programs, state assistance, and other funding sources
- Understand key real estate terms to to foster communications with developers and retailers
- Recognize the roles and responsibilities of others in the development process

E) TIF and Job Creation Reporting/Tracking

- Coordinate and complete annual business subsidy reports to the State of Minnesota
- Maintain COR TIF District and manage resources for districts set to decertify in next five years
- Manage escrow accounts for past industrial projects
- Prepare MBAF reporting (due annually April 1) on job creation from subsidies awarded

F) Right of Way Acquisition Program Management (Met Council RALF Program

- Coordinate appraisal process on RALF projects
- Oversee Property Management of RALF properties
- Manage lease agreements activities, as well as maintain property files
- Develop and maintain a comprehensive inventory database of available buildings, land, and sites in the community for economic development purposes

G) Communications and General Information

- Collaborate with City communications staff to maximize economic development communications and marketing efforts
- Respond to requests for information for economic development or redevelopment purposes by preparing data sheets, coordinates site plans, GIS maps
- Respond to citizen inquiries about local economic development activities and opportunities
- Respond to general inquiries such as answering property tax related questions and running tax and TIF estimates for industrial projects
- Prepare and maintain information on utilities, taxes, zoning, transportation, community services, financing tools, etc.
- Monitor local, state and federal legislation and regulations relating to economic development
- Utilize Starlite System though Anoka County to obtain property information
- Update and verify Current Business List to serve as a contact list for the Business Expo and the Business Appreciation day event
- Develop and research economic development trends and present recommendations to the City Administrator , EDA, and the City Council
- Prepare and present cases for projects to City Council as needed

- Gather, interpret, and prepare data for studies, reports and recommendations
- Assist in the application and submission of grants and other outside funding opportunities to further the economic development goals of the City

H. . Perform a wide range of other tasks (within the ability and resources of the Economic Development Manager) at the verbal or written direction of the City Administrator.

KNOWLEDGE, SKILLS AND ABILITIES

(A) Knowledge of business retention programs and economic development and redevelopment principles
(B) Knowledge of municipal zoning and infrastructure and planning programs and processes
(C) Knowledge of public relations programs/initiatives related to economic development
(D) Considerable knowledge of tax increment financing law and TIF district administration and the Minnesota property tax system
(E) Knowledge of real estate and development transactions
(F) Ability to communicate effectively orally and in writing with architects, contractors, developers, owners, supervisors, employees, EDA, City Council, and the general public
(G) Ability to establish effective working relationships
(H) Ability to perform work and manage projects in a timely and thorough manner
(I) Ability to demonstrate initiative and excellent problem solving skills
(J) Ability to effectively handle a wide variety of city projects and problems in an effective and professional manner
(K) Ability to maintain a positive image of the city through effective handling of problems and sound coordination of multi-department programs
(L) Ability to anticipate communication needs of public, Council and staff and effectively act to meet those needs
(M) Skill in the operation of job-related equipment
(N) Ability to develop a project management schedule for carrying out assigned tasks and meet the schedule in a timely manner.

MINIMUM QUALIFICATIONS

- At least 18 years of age
- Bachelor's degree in Urban Planning, Land Use Planning, , Public Administration, or a closely related field
- Progressively responsible project management experience
- Municipal planning/development experience
- Five years professional experience in the private/public sector with leading/managing development and marketing initiatives within a community or experience relating to economic development
- Proficiency using computers – word processing, spreadsheet programs, GIS
- Excellent written and verbal communication skills
- Valid unrestricted class D state driver's license with a good driving record

DESIRABLE QUALIFICATIONS

- Private sector development experience
- Masters degree in Urban Planning or closely related field
- National Development Council-Economic Dev. Finance Professional Certification

	Very Important (Mandatory - you must do it to perform job)	Important (Usually required for the job but not mandatory)	Slightly Important (Sometimes needed to perform job)	Not Important (Do not need it to perform job)
Physical Activities:				
1. Standing	X			
2. Sitting	X			
3. Walking			X	
4. Lifting			X	
5. Pushing/Pulling			X	
6. Carrying			X	
7. Climbing				X
8. Kneeling (bending leg at knee and resting on knee)				X
9. Crawling (moving about on hands and knees)				X
10. Crouching (bending at knees)			X	
11. Bending at waist			X	
12. Reaching (extending hands and arms in any direction)		X		
13. Handling objects (grasping, turning or otherwise using hands or hand)	X			
14. Repetitive hand motion	X			
15. Use of arm muscles over extended periods			X	
16. Use of leg muscles over extended periods			X	

17.	Overhead work (over shoulder height)				X
18.	Stationary desk or bench work with neck bent forward	X			

19.	Driving City vehicle or personal vehicle?	X	Yes	Driving is an occasional requirement.

Personnel Committee **4. 7.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution Regarding a Leave of Absence (This discussion will be closed to the public)

Background:

This meeting will be closed to the public as allowed by Minnesota Statute, section 13D.05, Subd. (a)(3)(4)

On Friday, January 4th, staff met with the employee currently out on an extended leave of absence to discuss the status of his/her serious medical condition as it relates to fitness for duty. The employee indicated the current status has not changed and he/she would not be considered "fit for duty".

History of Leave:
1) Employee went out on FMLA on November 17, 2011; 2) was granted an extension of an additional 90-days leave by the City Administrator (as allowed by the Personnel Policy-Section 7.6); 3) the City Council authorized an initial 3-month leave of absence covering June, July, and August, 4) In August, the City Council authorized an additional 4-months leave covering September, October, November, and December; 5) the last action taken by the City Council extended the leave of absence through January; 6) the Personnel Committee discussion tonight - January 22, 2013.

Currently:
Contrary to staff's hope, the employee did not reach a difinitive turning point that would allow the City to accurately predict the employee's ability to return to work. Even so, it should be noted that City Council has the authority to authorize up to 12 months of leave under the Leave of Absence policy. This employee's 12 month leave of absence period started in June, 2012 and can be authorized through May 31, 2013.

City's Leave of Absence Policy:
The City Council may grant any regular employee a leave of absence without pay for a period not exceeding 90 calendar days except that it may extend such leaves to a maximum period of one year in case the employee is disabled or where extraordinary circumstances, in its judgment, warrant such extension. No vacation leave, sick leave, holiday leave or compensatory time off benefits shall be used or accrued during a leave of absence and the City will not contribute to insurance premiums. All accrued and unused paid leave will be paid to an employee prior to the employee commencing the leave of absence. In determining entitlement to seniority and seniority-based rights and benefits, the period of absence from employment due to a leave of absence constitutes a break in service. The City of Ramsey does not guarantee job restoration after a leave of absence.

Notification:

Observations/Alternatives:

1) To approve an additional leave of absence through May 31, 2013; the maximum amount of leave time allowed per the City's Leave of Absence policy (creating step 7 in this employee's leave history).

2) To approve a portion of the remaining allowable time and direct staff to bring this case back to the City Council to re-consider at a later date (creating a step 8 in this employee's leave history).

3) To deny any additional leave of absense.

Pros:
Extension of the leave gives the employee hope of returning to work, with no additional direct cost for City to do so.

Cons:
Adds to the City's personnel costs for staff to continue re-evaluating the situation.
The employee may not be able to meet the physical requirement for the job at the end of the LOA period
Prolongs the department's staffing shortage, if postion is "held" for employee's return

Recommendation:

To direct staff to discontinue any additional leave of absence time.

Funding Source:

There is no funding required; there have been no expenses related to this employee since June 1, 2012.

Council Action:

Motion to recommend that the City Council adopt a resolution approving an additional leave of absence through May 31, 2013; the maximum amount of leave time allowed per the City's Leave of Absence policy.

Form Review

Inbox	Reviewed By	Date
Jim Way	Jim Way	01/16/2013 08:39 AM
Kurt Ulrich	Kurt Ulrich	01/17/2013 02:04 PM

Form Started By: Colleen Lasher Started On: 01/14/2013 07:46 AM

Final Approval Date: 01/17/2013

Personnel Committee **4. 8.**

Meeting Date: 01/22/2013

By: Colleen Lasher, Administrative Services

Title:

Consider a Resolution to Authorize Staff to Recruit for a Replacement Patrol Officer Position from the Recent Patrol Officer Recruitment File

Background:

The Police Department started 2012 with 23 licensed officers, including the Chief of Police, two Captains, four Sergeants, two Investigators and 12 Patrol Officers.

Changes to the department's staffing of Patrol Officers include, one officer out on an unpaid extended leave of absence, one officer that resigned and one officer that retired as part of the City's Voluntary Early Separation program. The opening left by the resignation was filled in November; however, the number of officers currently available to provide the City with 24-hour protection is still down by two officers. Twenty-four hour protection consists of a minimum of two officers working at all times. During peak times there may be up to four officers on duty. Officers work a rotation of five days on duty, five days off, then two days on and two days off. There are four officers assigned to work 6:30 am to 6:30 pm each day as well as four officers working 6:30 pm to 6:30 am.

It is anticipated that the officer on unpaid extended leave of absence will not be in a position to return to work. The absence of the Patrol Officer is taking its toll on the department by reducing scheduling flexibility, reducing officers' ability to use vacation time, and creates a liability for the department in the event that another officer would require an unplanned leave.

AIn order to fill our last vacancy, a Patrol Officer recruitment was last held in the Fall, resulting in the receipt of 140 applications. Staff held 15 first interviews and 4 candidates were interviewed a second time. In addition to the interview process, candidates were required to pass a report writing exercise and a physical agility test. The top 4 candidates were required to pass a "shoot / don't shoot" exercise.

Drawing upon the recent Patrol Officer recruitment file, staff feels confident that the next highest scoring candidate would be a good fit for the department. Or, at the very least, there are viable candidates left in the 125 remaining applicants that were not interviewed.

Notification:

Observations/Alternatives:

Alternatives
1) Not hire an officer at this time.

2) Hire an officer at this time.

3) Wait until the officer on leave is able to return. This is not likely to happen within the formal Leave of Absence period.

Pros: Hiring at this time would bring the department to a more desirable staffing level and would allow the use of the recent hiring process for candidates, saving the city money. Getting a new officer started now will ensure that they are trained and ready for the summer months when the department is busiest.

Cons: The Police department continues to operate two officers below the number recommended by the Chief. Not hiring an officer at this time shorts the schedule of needed coverage. If an new process has to be completed in the

future it would add additional costs to the city.
In the event the officer on leave is able to return, he would need to be part of the application pool, and compete for the next available opening.

Recommendation:

To approve resolution 13-01-XXX which, upon City Council approval, authorizes staff to recruit for a Patrol Officer from the recent Patrol Officer recruitment file in order to fill the position left vacant by the officer on an extended leave of absence.

Funding Source:

This Patrol Officer position (currently vacant) is budgeted for approximately $102,429. The estimated annual funding required for a new officer in 2013 is between $65,488 and $72,292 (for a full year). Therefore, no additional funding is required.

Council Action:

Motion to recommend that the City Council adopt a resolution to proceed with hiring an officer at this time.

Form Review

Inbox	Reviewed By	Date
Jim Way	Jo Thieling	01/16/2013 09:24 AM
Kurt Ulrich	Kurt Ulrich	01/17/2013 02:18 PM

Form Started By: Colleen Lasher Started On: 01/14/2013 07:50 AM

Final Approval Date: 01/17/2013

PERSONNEL COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Personnel Committee conducted a regular meeting on Tuesday, January 22, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jason Tossey
Councilmember Randy Backous
Councilmember Mark Kuzma

Also Present: City Administrator Kurtis Ulrich
Human Resources Manager Colleen Lasher
Fire Chief Dean Kapler
Police Chief James Way
Public Works Superintendent Grant Riemer
Development Services Manager Timothy Gladhill
Management Analyst Patrick Brama
Interim Engineer Shane Nelson
Mayor Sarah Strommen (Alternate)
Councilmember David Elvig
Councilmember John LeTourneau
Councilmember Chris Riley

1. CALL TO ORDER

Councilmember Tossey called the regular meeting of the Personnel Committee to order at 5:01 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

4. COMMITTEE BUSINESS

4.01: Consider a Resolution to Select a Chairperson and Alternate Chairperson for the Personnel Committee

Councilmember Tossey called for nominations for Personnel Committee Chairperson.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to recommend the City Council adopt the Resolution Appointing Councilmember Tossey as 2013 Personnel Committee Chairperson.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

Chairperson Tossey called for nominations for Personnel Committee Alternate Chairperson.

Motion by Chairperson Tossey, seconded by Councilmember Backous, to recommend the City Council adopt the Resolution Appointing Councilmember Backous as 2013 Personnel Committee Alternate Chairperson.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

4.02: Consider a Resolution to Accept a Paid-on-Call Firefighter's Resignation

Human Resources Manager Lasher reviewed the staff report and recommendation of Fire Chief Kapler to accept the resignation of Cory Helgoe and recruit for this position upon the next regular Firefighter recruitment.

Motion by Councilmember Kuzma, seconded by Chairperson Tossey, to recommend that the City Council adopt the Resolution confirming the recommendation of the Personnel Committee to accept paid-on-call Firefighter Cory Helgoe's resignation and to recruit for this position upon the next regular Firefighter recruitment.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Kuzma and Backous. Voting No: None.

4.03: Consider 2013 Fire Officer Selections

Fire Chief Kapler reviewed the staff report and recommendation for 2013 Fire Officer selections, noting the terms are staggered to assure Fire Department stability and firefighter opportunity. He explained why one position for Lieutenant 3 will remain vacant at this time. It was noted that while there is a financial impact, there is not a budget impact.

Councilmember Backous requested additional detail on the role of the Captain Lieutenant.

Fire Chief Kapler explained there are administrative responsibilities, requiring monthly reports, in addition to command responsibilities. An educational requirement was added several years ago, which he thinks also shows the gauge of the firefighter's desire for the position.

Councilmember Kuzma asked who acts as command when a call is received.

Fire Chief Kapler explained the Chief Officers, when available, respond. In addition, they rotate through positions to create a duty officer response with the goal of getting them into a command position, which has worked out well.

Councilmember Backous asked who is assuming the duties of the Lieutenant 3 position.

Fire Chief Kapler stated the first meeting of the officers was held several weeks ago and those duties were divided amongst others. He stated it is his goal to recruit for that position this year.

Chairperson Tossey asked if the educational requirement is on the firefighter's own time.

Fire Chief Kapler explained the Fire Department pays for the class but it is on the firefighter's own time.

Human Resources Manager Lasher asked if the Personnel Committee would be open, in the interest of staff time, to not have the case come back for additional consideration once Fire Chief Kapler identifies a Lieutenant 3 in consultation with the City Administrator.

Councilmember Backous asked if the case would be considered as a Council Consent Agenda item.

Human Resources Manager Lasher answered in the affirmative.

The consensus of the Personnel Committee was that the case would not have to come back for additional consideration.

Motion by Councilmember Kuzma, seconded by Chairperson Tossey, to recommend that the City Council accept Fire Chief Kapler's recommendation for 2013 Fire Officer Selections.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Kuzma and Backous. Voting No: None.

4.04: Consider a Resolution to Approve the 2013 Non-Union Health Insurance Contributions and Non-Union Cost of Living Adjustments

Human Resources Manager Lasher reviewed the staff report and options for 2013 health and life insurance and cost of living adjustment for the City's 21 non-union employees.

Councilmember Backous asked what are the numbers for each health option.

Human Resources Manager Lasher stated this is the second year in a row with zero enrollment in the 100% co-pay plan. The City's options are locked on that plan to promote more consumer driven health care choices. She advised that of employees enrolled in the single plan, about 75% take the highest deductable option of $4,000. The City covers the cheapest single premium in

full. Human Resources Manager Lasher advised a handful of employees take the $1,500 deductable but for employees not claiming single (employee plus spouse/children/family) the $2,500 plan is popular.

Councilmember Backous stated it is supported by the employee because each gets a contribution of almost $2,000 into their Health Reimbursement Account (HRA).

Human Resources Manager Lasher explained the amount of HRA contribution is a City decision and had been based on the deductibles and indexed each year. Ramsey has been with an HRA for six years.

Councilmember Backous asked whether employees understand an HRA is the City's money, not like a Health Savings Account (HSA) where the funds go with the employee.

Human Resources Manager Lasher clarified the money going into the HRA is the employee's money, even though not an HSA.

Councilmember Backous explained HRAs are more of an accounting entry and the funds stay with the employer so that aspect needs to be discussed.

Chairperson Tossey noted an HSA is a savings account so it is employee funded. An HRA involves reimbursement of the employee's expenses, once submitted.

Councilmember Backous stated he is 100% against offering the ability to opt out because they are voluntary benefits. If the employee does not take the benefit, he would oppose paying them.

Councilmember Kuzma asked whether there is a savings to the City when employees opt out.

Human Resources Manager Lasher explained it would be an estimate because the City does not know what an employee will decide to do, but she believed it would be a savings to the City of $2,200.

Chairperson Tossey stated he had been approached by a retired police officer about this matter and asked if there is a penalty if each spouse has insurance.

Councilmember Backous explained that type of restriction probably involved a coordination of benefits clause written into the insurance plan.

Councilmember Kuzma stated it is a benefit if you are an employee and if the employee does not want the benefit, he would not oppose them receiving a cash check if it results in a savings to the City.

Human Resources Manager Lasher advised the City has these rates as long as it stays with LOGIS because it will remain in the large group. It would only be a consideration if the City decides to leave LOGIS and less than 50 people are covered.

Councilmember Backous felt offering an opt out could endanger the City's ability to get group rates and philosophically he found it wrong to pay people for not taking a voluntary benefit. He noted if it saves the City money, those funds can be better used elsewhere.

City Administrator Ulrich noted another option is to not offer a cash benefit but a contribution to the HSA or different coverage such as deferred compensation.

Councilmember Backous stated another option is to offer more life insurance.

City Administrator Ulrich stated the City needs to be careful if LOGIS changes and an employee is penalized if they opt out.

Chairperson Tossey asked how the employee would have an HRA if not accepting the benefits. He stated he does not want to jeopardize the City's future coverage or impact the employee's coverage, but he would support an opt out if it is cheaper for the City in the long run.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to recommend that the City Council adopt the Resolution to increase the non-union wage scale by one percent.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

Motion by Councilmember Backous, seconded by Chairperson Tossey, to recommend that the City Council adopt Resolution #13-01-XXX to approve the non-union City's health insurance contributions as detailed in the staff report.

Further discussion: Councilmember Backous pointed out that the City's health insurance plan is a "very rich plan" and a good benefit to employees. It is not a typical type of plan and he would like employees to be aware of that fact. Human Resources Manager Lasher stated her understanding that this rate structure, among municipalities, is common and that the private sector is completely different. Councilmember Backous stated he supports the plan since the City needs to compete for municipal employees.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

Chairperson Tossey asked the Committee to next discuss the option to waive health insurance in exchange for a cash benefit (opt out). He asked if this needs to be decided tonight.

Human Resources Manager Lasher explained it does not need to be acted on tonight but in order to make this change, it would be a mid-year election/policy change. She stated she has consulted with the City's benefit broker in case employees want to make this qualified status change. Human Resources Manager Lasher noted that many employees have spouses with benefit years renewing February 1 so their spouses are now in open enrollment, which would be the best time to allow them to take advantage. Otherwise, employees cannot take advantage until 2014 unless there is a status change.

Councilmember Backous pointed out that if the spouse's employer's coverage changes significantly, a status change is allowed. He asked if the City has noticed any problem by not offering a cash payment in lieu of benefits.

Human Resources Manager Lasher advised that employees have wanted this option for a long time and in some cases, depending on their spouse's plan, there is either first dollar coverage or there is not. With the police officer who wanted this benefit, it was because if the officer stayed on the City's plan, he was forced to meet the $4,000 deductable before his spouse's plan would pick up anything.

Councilmember Backus stated the City cannot control the benefit their spouse receives.

Chairperson Tossey indicated the City has 12 employees already grandfathered in that get $290 and asked how many more employees there will be.

Human Resources Manager Lasher advised that one more is currently waiving but does not get the benefit. In administration, she knows of three more.

Councilmember Backous noted the opt out results in the City paying the spouse's premiums and puts that risk on someone else. In addition, it takes the employee out of the City's pool, possibly hurting the City's status and rates.

Councilmember Kuzma stated he favors offering the opt out with the caveat that the employees agree to come back if the City faces financial detriments as a result of offering credit in lieu of coverage.

Human Resources Manager Lasher noted the City is locked in through the end of 2016.

Chairperson Tossey stated the City could try this alternative and if there is an impact, change it.

Councilmember Backous cautioned the Committee that from a benefits standpoint, it is easy to give things but difficult to take them away.

Chairperson Tossey stated he would support allowing the opt out with the added language suggested by Councilmember Kuzma.

Motion by Councilmember Kuzma, seconded by Chairperson Tossey, to recommend that the City Council adopt the Resolution to offer the option to waive health insurance in exchange for a cash benefit conditioned on the employee agreeing to come back if the City faces financial detriments as a result of offering credit in lieu of coverage.

Further discussion: Human Resources Manager Lasher advised that a few employees take the benefit only for VEBA since it is $130/month.

Motion carried. Voting Yes: Chairperson Tossey and Councilmember Kuzma. Voting No: Councilmember Backous.

4.05: Consider a Resolution to Address Building Maintenance Staffing Needs

Human Resources Manager Lasher reviewed the staff report and recommendation to approve hiring Jeff Strelow as a regular part-time building maintenance worker, at Step 1 of the 2012 wage scale of $15.99 per hour for 20 hours per week; with the option to work up to 30 hours per week, as determined by the Public Works Superintendent and approved by the City Administrator. All other personnel policies would apply and Mr. Strelow would be subject to a six-month probation.

Councilmember Backous asked what the City could do without as far as building maintenance tasks, such as not vacuuming as often.

Public Works Superintendent Riemer explained the main focus is coverage to offer to the public, not the activities, since someone needs to be in the building if meeting room spaces are in use.

Councilmember Backous asked about the City's policy to use City Hall meeting space.

Public Works Superintendent Riemer stated the City charges $75 for the Lake Itasca Room if a resident and $100 if not a resident. If after hours or on a weekend, there is an additional $54/hour charge plus the rental rate.

Councilmember Backous asked how those rental rates compare to the City's maintenance expense.

City Administrator Ulrich noted the rental fee is waived for non-profits and community groups, which comprises a large percentage of the users.

Councilmember Backous stated if the non-profits/community groups are not within Ramsey, he felt the City should reconsider whether the rental fee should be waived.

Human Resources Manager Lasher answered the member's questions related to the salary and benefits that had been factored into the cost.

Councilmember Backous asked where rental revenues are deposited.

City Administrator Ulrich advised rental revenues go into the General Fund.

Councilmember Backous suggested rental revenues be used to fund building maintenance staffing needs.

Chairperson Tossey agreed since this position was not considered in the 2013 budget and will be a regular employee position. He stated he would like to know the rental revenues received when City Hall rooms are rented.

Councilmember Backous stated if the rental rates need to be adjusted, that can be considered.

Chairperson Tossey stated he cannot support this case until the Personnel Committee has more information on rental revenues.

With regard to reducing maintenance services, Police Chief Way noted a lot of people track into and out of the City Hall each day and if the flooring is not vacuumed regularly, the wear and tear on the carpet will be incredible. He noted if the maintenance staff is here, they are working on those tasks.

Chairperson Tossey indicated if this employee position is approved, he wants all rental fee revenue to go towards this expenditure.

City Administrator Ulrich asked whether staff should look at the rental rate fees in addition to the Rental Policy.

The Personnel Committee indicated in the affirmative, noting that report should be presented to the City Council.

Chairperson Tossey stated consideration of this item will be tabled until additional information is available.

4.06: Consider a Resolution to Recruit for an Economic Development Manager

Human Resources Manager Lasher reviewed the staff report, findings of the needs analysis, and recommendation to slightly restructure this position from Economic Development & Marketing Manager to Economic Development Manager to allow focus on economic development. Human Resources Manager Lasher recommended staff be authorized to begin the recruitment process for this position, noting funding is included in the 2013 budget.

Chairperson Tossey asked if this person would also be the new HRA Executive Director.

City Administrator Ulrich stated that is not necessarily part of this consideration but is a possibility since it would be 60% funded from that source.

Chairperson Tossey stated he would like the City Administrator to be focused on administration, not HRA/EDA activities. He stated this position was budgeted in 2013 but he wants to assure it includes HRA activities.

City Administrator Ulrich stated HRA is not currently in the job description, but it could be added since it is anticipated the position will work with the HRA. He stated the skills will include technical, real estate and development, and ability to negotiate and close real estate deals.

Chairperson Tossey noted the EDA paid some salary for the former HRA Executive Director and while he would like the HRA to be "gone," in the mean time he wants to assure this position can take over that role. That was his intention when he supported including it in the 2013 budget.

Councilmember Backous asked if the City is being realistic in expecting to attract an employee with development and real estate abilities at a salary of $67,000 ($32/hour) plus 30% for benefits.

Human Resources Manager Lasher stated that is a great question. She noted the recommendation is Step 1 of the wage scale, which is competitive, but in order to retain Mr. Backman, he was hired at Step 3.

Chairperson Tossey asked Mayor Strommen for comment.

Mayor Strommen shared the concern that at this salary, the City may not be able to recruit an employee with this level of experience, assuming they may take on HRA Executive Director and Development Manager responsibilities.

Human Resources Manager Lasher stated it is based on the market but she would have the option, if desired, to advertise the position with a full salary range to generate more interest.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to recommend that the City Council adopt the Resolution authorizing staff to begin a recruitment process for an Economic Development Manager and advertise the full salary range to generate more interest.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

4.07: Consider a Resolution Regarding a Leave of Absence (Portions of this discussion were closed to the public)

Human Resources Manager Lasher reviewed the staff report. She advised that under Minnesota Statutes, the meeting can move into closed session to discuss personnel issues. She indicated the closed session discussion will relate to reauthorization of a leave of absence. The closed session will be tape recorded and that tape will be maintained for a period of eight years.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to move to closed session to discuss personnel issues.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

The Personnel Committee meeting moved into a closed session at 6:03 p.m.

The Personnel Committee reconvened in open session at 6:14 p.m.

Motion by Councilmember Backous, seconded by Chairperson Tossey, to recommend that the City Council adopt the Resolution approving an additional leave of absence through May 31, 2013; the maximum amount of leave time allowed per the City's Leave of Absence Policy.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

4.08: Consider a Resolution to Authorize Staff to Recruit for a Replacement Patrol Officer Position from the Recent Patrol Officer Recruitment File

Human Resources Manager Lasher reviewed the staff report and recommendation to authorize staff to recruit for a Patrol Officer from the recent Patrol Officer recruitment file in order to fill the position left vacant by the officer on an extended leave of absence.

Motion by Councilmember Kuzma, seconded by Chairperson Tossey, to recommend that the City Council adopt the Resolution to authorize staff to recruit for a Patrol Officer from the recent Patrol Officer recruitment file at this time.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Kuzma and Backous. Voting No: None.

COMMITTEE INPUT

None.

ADJOURNMENT

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to close the regular meeting of the Personnel Committee.

Motion carried.

The regular meeting of the Personnel Committee adjourned at 6:18 p.m.

Respectfully submitted,

_____

Colleen Lasher
Human Resources Manager

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-02-033

RESOLUTION TO SELECT A CHAIRPERSON AND ALTERNATE CHAIRPERSON FOR THE PERSONNEL COMMITTEE

WHEREAS, at the first Personnel Committee meeting of the year the committee appoints a Chairperson and alternate Chairperson to serve on the Personnel Committee; and

WHEREAS, the Committee wishes to appoint Councilmember Tossey as Chair of the Personnel Committee and Councilmember Backous as the alternate

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Confirms the recommendation of the Personnel Committee to do the following:

Motion to approve resolution # 13-02-033 to appoint Councilmember Tossey as Chair of the Personnel Committee and Councilmember Backous as the alternate

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 12th day of February 2013.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-02-034

RESOLUTION TO ACCEPT A PAID-ON-CALL FIREFIGHTER'S RESIGNATION

WHEREAS, on January 9, 2013, staff received a letter of resignation from paid-on-call Firefighter Mr. Cory Helgoe; and

WHEREAS, Mr. Helgoe has served out of station #2 since early 2010; but he no longer has the necessary time to commit to the position; and

WHEREAS, the Fire Chief is not requesting to fill this position until the next regular Firefighter recruitment.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Confirms the recommendation of the Personnel Committee to do the following:

Motion to approve resolution # 13-02-034 to direct staff to accept the resignation of Mr. Cory Helgoe and to recruit for this position upon the next regular Firefighter recruitment.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 12th day of February 2013.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-02-035

RESOLUTION TO APPROVE THE 2013 NON-UNION HEALTH INSURANCE CONTRIBUTIONS, NON-UNION OPTION TO WAIVE HEATLH INSURANCE IN EXCHANGE FOR A CASH BENEFIT AND NON-UNION COST OF LIVING ADJUSTMENTS

WHEREAS, the Personnel Committee recommended authorizing the non-union city health insurance contributions; and

Health Plan Type/Tier	ACCORD Premium	City Contribution to Premium	Employee Cost for Accord Network	City Contribution to VEBA	Total City Contribution
Single Plans (Per Month)					
BCBS 100% $30.00 co-pay	$858.00	$517.14	$340.86	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$728.00	$600.00	$128.00	$130.00	$730.00
BCBS $2500 Ded. Plan w/VEBA	$671.00	$600.00	$71.00	$130.00	$730.00
BCBS $4000 Ded. Plan w/VEBA	$591.50	$591.50	$0.00	$155.00	$746.50
Employee + Children Plans (Per Month)					
BCBS 100% $30.00 co-pay	$1,716.50	$831.56	$884.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,456.00	$935.00	$521.00	$160.00	$1,095.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,341.50	$935.00	$406.50	$160.00	$1,095.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,183.00	$935.00	$248.00	$160.00	$1,095.00
Employee + Spouse Plans (Per Month)					
BCBS 100% $30.00 co-pay	$1,802.00	$831.56	$970.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,529.50	$857.00	$672.50	$160.00	$1,017.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,409.00	$857.00	$552.00	$160.00	$1,017.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,242.50	$857.00	$385.50	$160.00	$1,017.00
Family Plans (Per Month)					
BCBS 100% $30.00 co-pay	$2,232.00	$831.56	$1,400.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,893.50	$1,101.00	$792.50	$192.00	$1,293.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,744.50	$1,101.00	$643.50	$192.00	$1,293.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,538.50	$1,101.00	$437.50	$192.00	$1,293.00

**The City's 2013 VEBA contribution includes the $4.30 monthly claims fee.

WHEREAS, the Committee recommended authorizing the option to waive health insurance in exchange for a $295.00 cash benefit; and

WHEREAS, the Committee recommended an to increase the non-union wage scale by one percent (1%)

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Confirms the recommendation of the Personnel Committee to do the following:

Motion to approve resolution # 13-02-035 to authorize the non-union city health insurance contributions, the option to waive health insurance in exchange for a cash benefit and to increase the non-union wage scale by one percent (1%).

Health Plan Type/Tier	ACCORD Premium	City Contribution to Premium	Employee Cost for Accord Network	City Contribution to VEBA	Total City Contribution
Single Plans (Per Month)					
BCBS 100% $30.00 co-pay	$858.00	$517.14	$340.86	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$728.00	$600.00	$128.00	$130.00	$730.00
BCBS $2500 Ded. Plan w/VEBA	$671.00	$600.00	$71.00	$130.00	$730.00
BCBS $4000 Ded. Plan w/VEBA	$591.50	$591.50	$0.00	$155.00	$746.50
Employee + Children Plans (Per Month)					
BCBS 100% $30.00 co-pay	$1,716.50	$831.56	$884.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,456.00	$935.00	$521.00	$160.00	$1,095.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,341.50	$935.00	$406.50	$160.00	$1,095.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,183.00	$935.00	$248.00	$160.00	$1,095.00
Employee + Spouse Plans (Per Month)					
BCBS 100% $30.00 co-pay	$1,802.00	$831.56	$970.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,529.50	$857.00	$672.50	$160.00	$1,017.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,409.00	$857.00	$552.00	$160.00	$1,017.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,242.50	$857.00	$385.50	$160.00	$1,017.00
Family Plans (Per Month)					
BCBS 100% $30.00 co-pay	$2,232.00	$831.56	$1,400.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,893.50	$1,101.00	$792.50	$192.00	$1,293.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,744.50	$1,101.00	$643.50	$192.00	$1,293.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,538.50	$1,101.00	$437.50	$192.00	$1,293.00

**The City's 2013 VEBA contribution includes the $4.30 monthly claims fee.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 12th day of February 2013.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION # 13-02-036

RESOLUTION TO RECRUIT FOR AN ECONOMIC DEVELOPMENT MANAGER

WHEREAS, the City's Economic Development & Marketing Manager resigned in March, 2012 and the Assistant City Administrator/Community Development Director resigned in April, 2012, leaving a gap in the area of Economic Development; and

WHEREAS, with the City Administrator's general oversight and support, the Economic Development function has been primary assigned to the Management Analyst and the Finance Director; and

WHEREAS, the Economic Development Authority (EDA) is supportive of recruiting for a full-time Economic Development Manager; and

WHEREAS, there was consensus among the Councilmembers to assign HRA related duties to the Economic Development Manager; and

WHEREAS, the Personnel Committee recommended authorizing staff to begin a recruitment process for an Economic Development Manager.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Confirms the recommendation of the Personnel Committee to do the following:

Motion to approve resolution # 13-02-036 to authorize staff to begin a recruitment process for an Economic Development Manager.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 12th day of February 2013.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-02-037

RESOLUTION REGARDING A LEAVE OF ABSENCE

WHEREAS, the City has a Leave of Absence policy that gives the City Council the authority to grant up to 1-year leave time ;and

WHEREAS, an employee is approaching the 1-year mark; and

WHEREAS, the Personnel Committee recommended approving an additional leave of absence through May 31, 2013.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Confirms the recommendation of the Personnel Committee to do the following:

Motion to approve resolution # 13-02-037 to authorize an additional leave of absence through May 31, 2013; the maximum amount of leave time allowed per the City's Leave of Absence policy.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 12th day of February 2013.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION # 13-02-038

CONSIDER A RESOLUTION TO AUTHORIZE STAFF TO RECRUIT FOR A REPLACEMENT PATROL OFFICER POSITION FROM THE RECENT PATROL OFFICER RECRUITMENT FILE

WHEREAS, the Police Department Patrol Officer staffing is currently down by two officers ;and

WHEREAS, the reduction is taking its toll on the department by reducing scheduling flexibility, reducing officers' ability to use vacation time, and creates a liability for the department in the event that an officer would require an unplanned leave; and

WHEREAS, staff is requesting to recruit for a Patrol Officer from the recent Patrol Officer recruitment file**;** and

WHEREAS, staff is confident that the next highest scoring candidate would be a good fit for the department; or, at the very least, there are viable candidates left in the 125 remaining applicants that were not interviewed.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

Confirms the recommendation of the Personnel Committee to do the following:

Motion to approve resolution # 13-02-038 to recruit for a Patrol Officer from the recent Patrol Officer recruitment file in order to fill the position left vacant by the officer on an extended leave of absence.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member, , 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 12th day of February 2013.

Meeting Date: 02/12/2013

By: Tim Gladhill, Community Development

Information

Title:

PUBLIC HEARING: Adopt Ordinance to Vacate Right of Way and Drainage and Utility Easements on the TOWN CENTER GARDENS 3RD ADDITION Plat for SEASONS OF RAMSEY; Case of Podawiltz Development Corporation/The Seasons of Ramsey Limited Partnership

Background:

The City has received a request from Podawiltz Development Corporation to vacate drainage and utility easements within the TOWN CENTER GARDENS 3RD ADDITION plat in areas to be replatted as SEASONS OF RAMSEY. The request also includes a request to vacate right of way for 147th Circle NW, which would then become a private street. In exchange, the Developer would complete the connection of 147th Lane NW from TOWN CENTER GARDENS to Town Center Drive NW.The ordinance was introduced bv the City Council on January 22nd, 2013.

Notification:

Staff attempted to notify all Property Owners within 700 feet of the Subject Property via Standard US Mail of the Public Hearing on the Preliminary Plat to be held by the Planning Commission on January 31st. In addition, another mailing will was sent to Property Owners within 350 feet of the Subject Property of the current Public Hearing. The Notice of Public Hearing was also published in the Anoka Union newspaper.

Observations/Alternatives:

The existing drainage and utility easements are based on the current Plat configuration. The new, proposed Plat would reconfigure existing lot lines, thus impacting locations for drainage and utility easements. Appropriate Drainage and Utility Easements shall be re-dedicated on the new Plat to be known as SEASONS OF RAMSEY.

Staff is forwarding this request in advance of the City Council hearing the Preliminary Plat, Final Plat, and Site Plan approvals to align all final approvals at the same time. The final approvals are tentatively scheduled for February 12th, 2013. As the City Council is introducing the ordinance at this time, it is not obligated to adopt the ordinance. A separate case will be drafted for February 12th to consider final adoption of the ordinance.

Due to potential final modifications to the plat of SEASONS OF RAMSEY, action on the request should include authorizing Staff to remove Outlot E, TOWN CENTER GARDENS 3RD ADDITION from the request, to ensure capatability with the Final Plat as approved to form.

Alternatives

The first alternative is to approve the request as presented, thus vacating drainage and utility easements as well as right of way, with necessary easements to be re-dedicated on the new Plat. This alternative would allow the proposed Plat and site plan to proceed with development as proposed, once the site plan and Final Plat are approved by the City Council (scheduled for February 12th).

The second alternative is to not vacate existing drainage and utility easements. This alternative would leave areas that would remain un-buildable due to easement restrictions. The proposed Plat would need to be modified to avoid areas of existing easements. Provided that the necessary easements are dedicated on the Plat, these existing easements would be unnecessary.

The third alternative is to not vacate the right of way for 147th Circle NW. The City would retain ownership and

maintenance obligations for this short roadway segment. In addition, the City Council agreed in a preliminary agreement to vacate this right of way to partially satisfy a local contribution point award for the Developer's Minnesota Housing Finance Agency (MHFA) Section 42 Tax Credit Application. This was in addition to the City's Housing and Redevelopment Authority (HRA) conveying Outlot C, RAMSEY TOWN CENTER 8TH ADDITION. If the City Council chose not to vacate this roadway, and still desired the project to move forward, the local contribution amount proposed was approximately $200,000.

Recommendation:

Staff recommends that the City Council introduce the ordinance to vacate drainage and utility easements and right of way within the TOWN CENTER GARDENS 3RD ADDITION plat as indicated in the attached legal description, with the option to remove Outlot E, TOWN CENTER GARDENS 3RD ADDITION from the request.

Funding Source:

All costs associated with processing the Application are the responsibility of the Applicant.

Council Action:

Motion to waive the City Charter requirement to read the Ordinance aloud;

-AND-

Adopt the ordinance to vacate drainage and utility easements and right of way within the TOWN CENTER GARDENS 3RD ADDITION plat as indicated in the attached legal description, with the option to remove Outlot E, TOWN CENTER GARDENS 3RD ADDITION from the request.

Roll Call Vote:

Councilmember Elvig
Councilmember Kuzma
Councilmember Tossey
Councilmember Riley
Councilmember LeTourneau
Councilmember Backous
Mayor Strommen

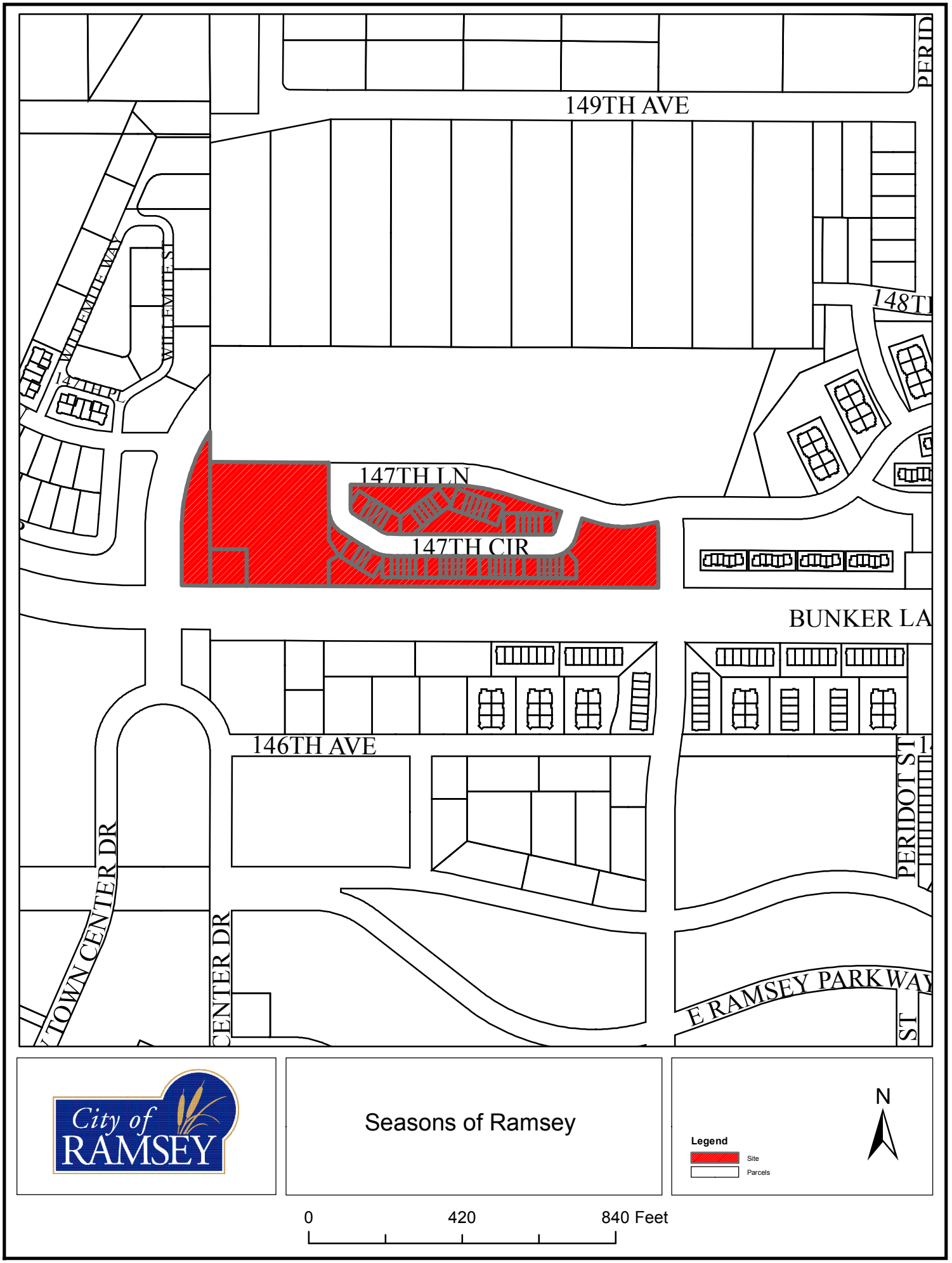
Attachments

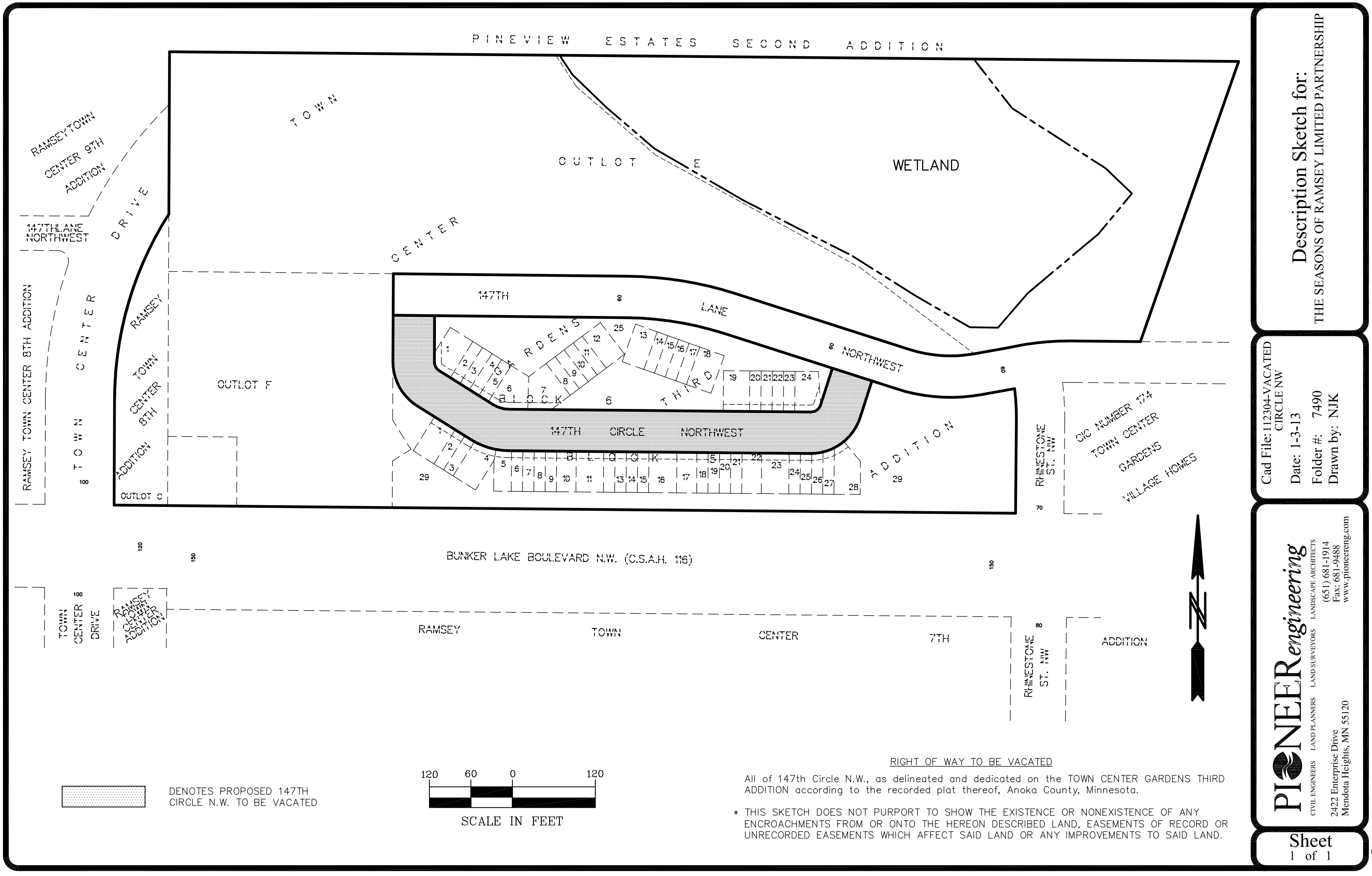
Site Location Map
Vacated Right of Way
REVISED Drainage and Utility Easement Vacation Exhibit
Proposed Ordinance (Revised)

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Tim Gladhill	02/07/2013 10:17 AM
Tim Gladhill (Originator)	Tim Gladhill	02/07/2013 10:20 AM
Kurt Ulrich	Kurt Ulrich	02/07/2013 12:22 PM
Form Started By: Tim Gladhill		Started On: 01/17/2013 11:29 AM

Final Approval Date: 02/07/2013


149TH AVE
148TH
147TH PL
WILLEMITE WAY
WILLEMITE ST
147TH LN
147TH CIR
BUNKER LA
146TH AVE
TOWN CENTER DR
CENTER DR
PERIDOT ST
E RAMSEY PARKWAY
City of RAMSEY
Seasons of Ramsey
Legend
Site
Parcels
N
0
420
840 Feet



Description Sketch for:

THE SEASONS OF RAMSEY LIMITED PARTNERSHIP

Cad File: 112304-VACATED CIRCLE NW
Date: 1-3-13
Folder #: 7490
Drawn by: NJK

RIGHT OF WAY TO BE VACATED

All of 147th Circle N.W., as delineated and dedicated on the TOWN CENTER GARDENS THIRD ADDITION according to the recorded plat thereof, Anoka County, Minnesota.

* THIS SKETCH DOES NOT PURPORT TO SHOW THE EXISTENCE OR NONEXISTENCE OF ANY ENCROACHMENTS FROM OR ONTO THE HEREON DESCRIBED LAND, EASEMENTS OF RECORD OR UNRECORDED EASEMENTS WHICH AFFECT SAID LAND OR ANY IMPROVEMENTS TO SAID LAND.

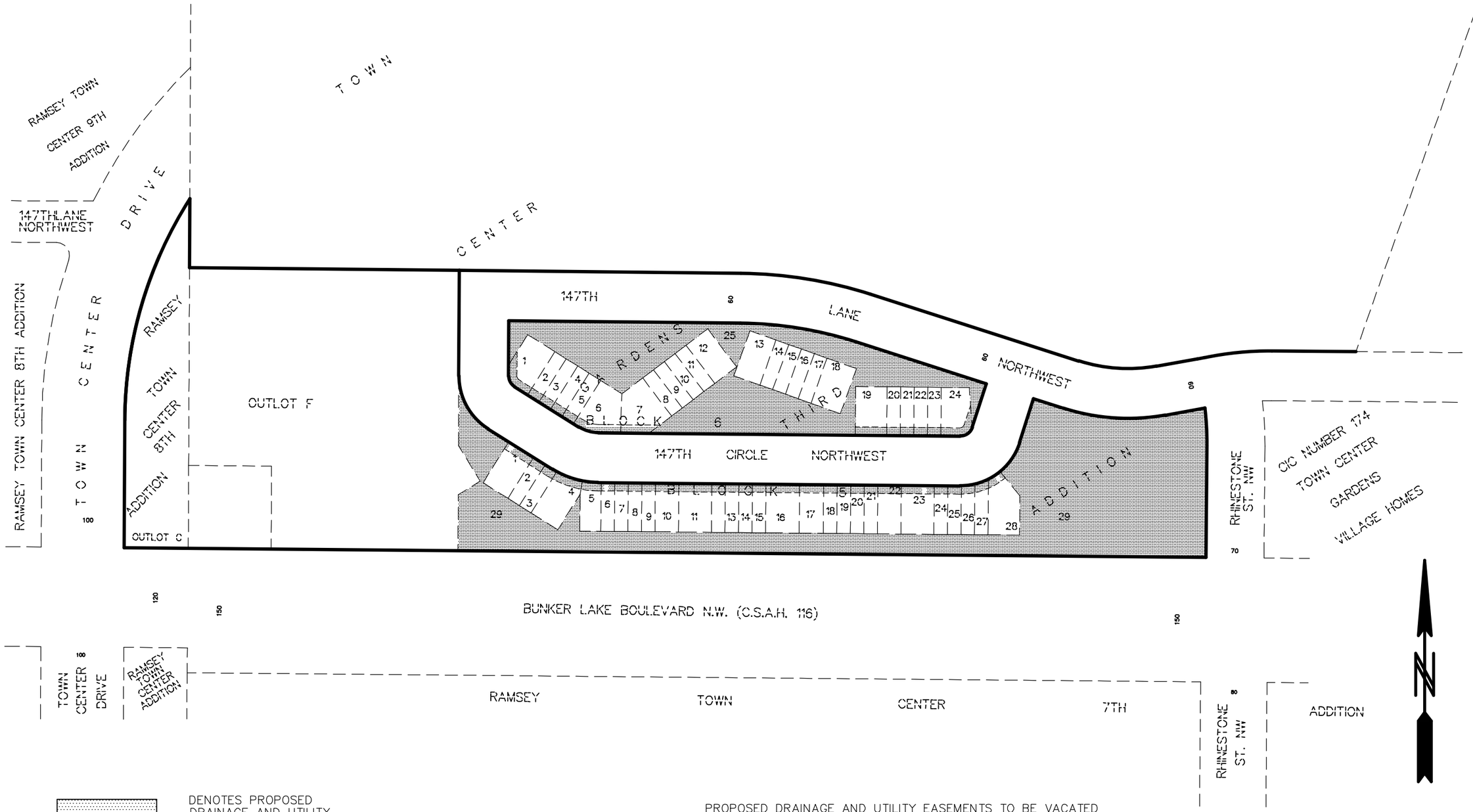
PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

Sheet 1 of 1

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Description Sketch for:

THE SEASONS OF RAMSEY LIMITED PARTNERSHIP



DENOTES PROPOSED DRAINAGE AND UTILITY EASEMENTS TO BE VACATED

120 60 0 120

SCALE IN FEET

PROPOSED DRAINAGE AND UTILITY EASEMENTS TO BE VACATED

All drainage and utility easements lying over, under and across Lots 1 through 29 inclusive, Block 5 and Lots 1 through 7 inclusive, and Lots 19 through 25 inclusive, Block 6, TOWN CENTER GARDENS THIRD ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, as delineated and dedicated on said TOWN CENTER GARDENS THIRD ADDITION.

* THIS SKETCH DOES NOT PURPORT TO SHOW THE EXISTENCE OR NONEXISTENCE OF ANY ENCROACHMENTS FROM OR ONTO THE HEREON DESCRIBED LAND, EASEMENTS OF RECORD OR UNRECORDED EASEMENTS WHICH AFFECT SAID LAND OR ANY IMPROVEMENTS TO SAID LAND.

Cad File: 112304-VACATED CIRCLE NW
Date: 1-3-13
Revised 2-7-13
Folder #: 7490
Drawn by: NJK

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ORDINANCE NO. 13-03

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE VACATING A PORTION OF PLATTED RIGHT-OF-WAY AND A PORTION OF AN EASEMENT FOR DRAINAGE AND UILITY PURPOSES IN THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA

The City of Ramsey Ordains:

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the Home Rule Charter of the City of Ramsey, Section 12.06 and Minnesota Statutes 412.851

SECTION 2. VACATION

The following described platted right-of-way is hereby vacated, to-wit:

That part of 147th Circle NW as legally described in Exhibit A, attached hereto, as dedicated on the recorded plat of TOWN CENTER GARDENS 3RD ADDITION, Anoka County, Minnesota.

The following described drainage and utility easement, legally described in Exhibit B, attached hereto, is hereby vacated, as to-wit.

SECTION 3. EFFECTIVE DATE

This Ordinance becomes effective thirty (30) days after its publication subject to the City Charter Section 5.07.

PASSED by the City Council of the City of Ramsey this the ___ day of _____, ____.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction Date:
Posting Dates:
Adoption Date:
Publication Date:

Effective Date:

Exhibit A

147TH Circle NW Right of Way Vacation

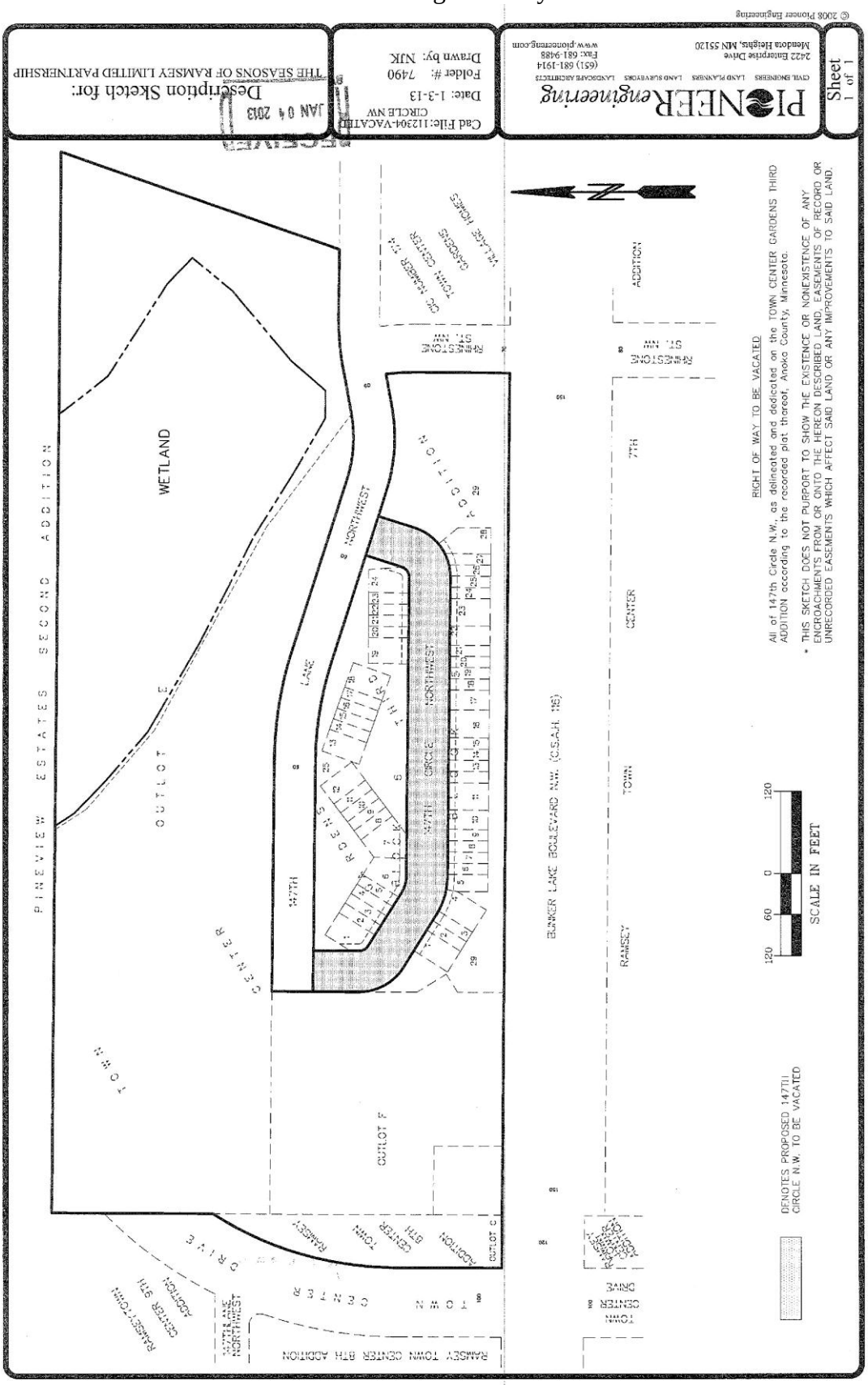
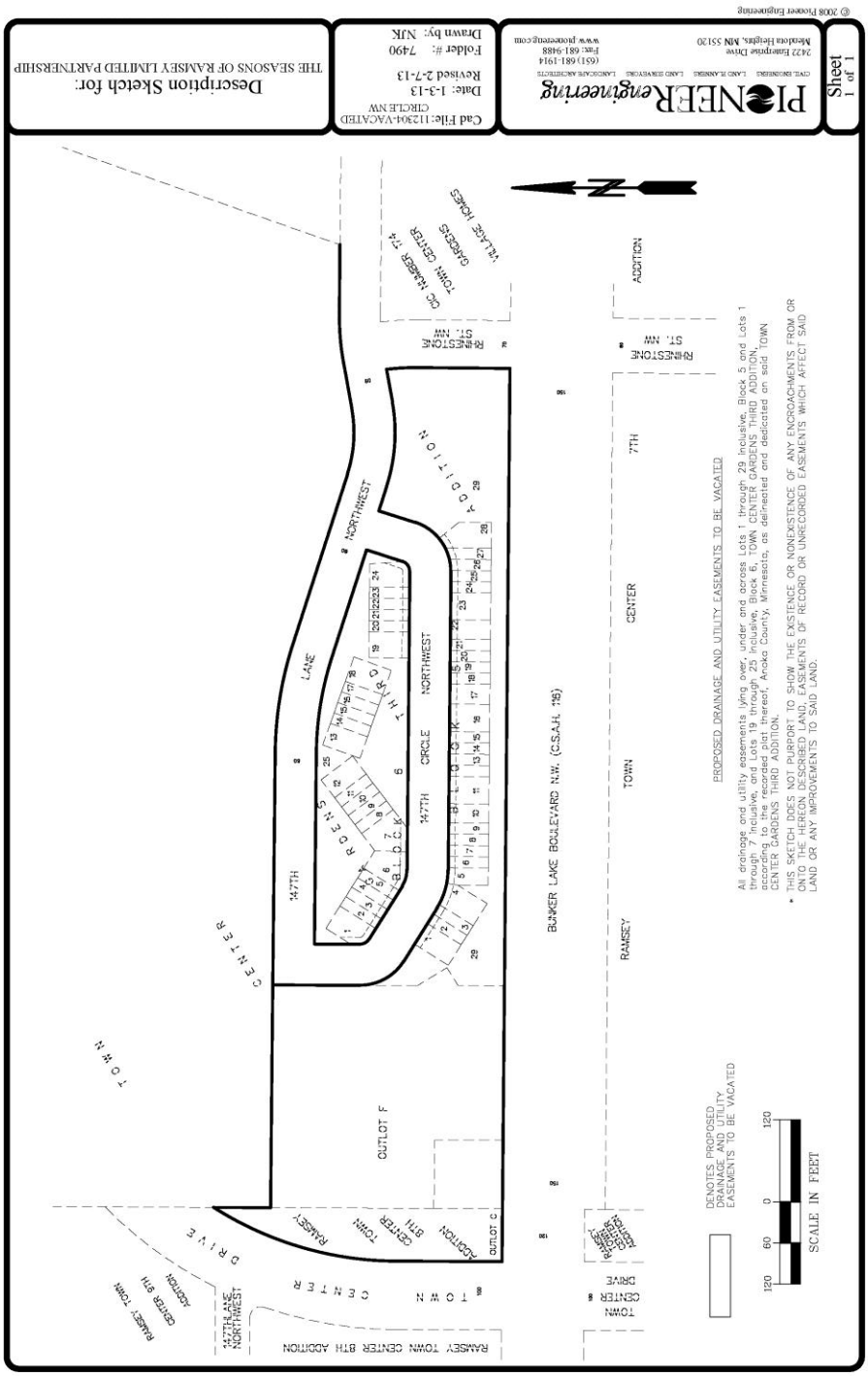


Exhibit B
Easement Vacation
TOWN CENTER GARDENS 3RD ADDITION



CC Regular Session **6. 2.**

Meeting Date: 02/12/2013

By: Diana Lund, Finance

Information

Title:

Public Hearing and Request for Adoption of City of Ramsey 2013-2017 Capital Improvement Program

Background:

The Capital Improvement Program (CIP) is a long-term financial plan of at least five years that consists of projects and facilities that are, or will be needed by the City in carrying out the future needs for the public health, safety and welfare of the City. The City's charter directs that a five-year capital improvement plan will be adopted annually.

The CIP has been prepared in an attempt to anticipate major capital expenditures in advance of the year in which they are budget requests. Further, several projects may interrelate or require other improvements prior to initiation which would cause delays without prior planning. Additionally, projects may require budgeting over several years or receipt of funds from other sources (i.e. grants) requiring planning completion prior to the funding year. Finally, the plan enables a snapshot of the identified capital needs of the community allowing for continual prioritization of these needs.

Approval of the CIP by Council does not authorize spending or initiation of a given project. It does, however, provide a guide for the community for a whole array of private and public decision-making, impacted by public capital expenditures. Therefore, the CIP should receive ratification only if the Council perceives actions contemplated within the plan as reasonable and planned within justified time frames. It shall further be noted that initial project design of public infrastructure projects identified within this plan often begins two years or more prior to the date of construction.

The CIP is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction.

The plan does not contain a specific designation which denotes project priorities. There is no weighting or matching of priorities between infrastructure types [streets, parks, utilities, building facilities] as each type of project generally has a funding source unique to the project type and from which funds cannot be reallocated.

Observations/Alternatives:

The 2013-2017 Capital Improvement Program was presented at the January 22, 2013 City Council worksession and public hearing was requested at the regular City Council meeting of January 22, 2013. The Capital Improvement was presented that this was a planning tool document only and does not authorize any project within the document to proceed forward without further city council approval.

Alternative Action Options:

1. Take no Action at this time for further review of each project. Per the City Charter, a five-year Capital Improvement
   Program (CIP) needs to be adopted annually.

Recommendation:

Staff recommends adoption of the 2013-2017 Capital Improvement Program noting that this is a forecasting tool and not actual, committed projects and expenditures.

Funding Source:

Each project within the Capital Improvement Plan designates its funding source.

Council Action:

Motion to adopt Resolution 13-02-XXX adopting the City of Ramsey's 2013-2017 Capital Improvement Program (CIP).

Attachments

2013-2017 Capital Improvement Program

Resolution 13-02-027 Resolution Adopting 2013-2017 Capital Improvement Program (CIP)

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 01:33 PM

Form Started By: Diana Lund Started On: 01/31/2013 09:29 AM

Final Approval Date: 02/07/2013

CITY OF RAMSEY
CAPITAL IMPROVEMENT PROGRAM
2013-2017

The Capital Improvement Program document is a planning tool maintained by the city to identify future projects, related expenditures, and funding sources. All projects designated in the Capital Improvement Program are contingent upon availability of resources during the planned year. The total expenditure of projects includes city-funded sources as well as other resources such as grants, fees, bonding, etc.









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CITY OF RAMSEY
2013-2017
CAPITAL IMPROVEMENT PLAN

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INTRODUCTORY SECTION

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CITY OF RAMSEY

CAPITAL IMPROVEMENT/CAPITAL OUTLAY PLAN

2013-2017

Enclosed is the Ramsey Capital Improvements/Capital Outlay Plan (CIP) for the years 2013-2017. It has been prepared in an attempt to anticipate major capital expenditures in advance of the year in which they are budget requests. Further, several projects may interrelate or require other improvements prior to initiation, which would cause delays without prior planning. Additionally, projects may require budgeting over several years or receipt of funds from other sources (i.e. grants) requiring planning completion prior to the funding year. Finally, the plan enables a snapshot of the identified capital needs of the community allowing for continual prioritization of these needs.

Approval of the CIP by Council does not authorize spending or initiation of a given project. It does, however, provide a guide for the community for a whole array of private and public decision-making, impacted by public capital expenditures. Therefore, the CIP should receive ratification only if the Council perceives actions contemplated within the plan as reasonable and planned within justified time frames. It shall further be noted that initial project design of public infrastructure projects identified within this plan often begins two years or more prior to the date of construction.

The CIP is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction.

Capital improvements are improvements to land, streets, parks, utilities and buildings. This plan shows improvements with revenues projected from various funding sources. Improvements from the General Fund are those requiring a tax levy, referendum or similar other authority resulting in listed projects being less than certain. The other funding sources (except for intergovernmental revenue - grant funds) have increased stability over the general fund projects.

Specific information on the funding sources for each project is shown under the individual project. Cash flow projections are completed to examine the long-term stability of each fund and its ability to provide for planned expenditures.

The plan does not contain a specific designation which would denote project priorities. There is no weighting or matching of priorities between infrastructure types [streets, parks, utilities, building facilities] as each type of project generally has a funding source unique to the project type and from which funds cannot be reallocated.

Potential funding sources for capital improvement expenditures may include:

- General Funds
- Special Assessments
- General Obligation Bonds
- CIP General Obligation Bonds*
- Tax Increment Financing
- Economic Development Authority Levy
- Developer Fees
- Grants & Aids
- Utility Funds (Water, Sewer, Street Lights, Storm Water)
- Special Revenue Funds (Equipment Revolving, Lawful Gambling)
- Capital Project Funds (Facility, MSA, PIR)
- Trust Funds (Landfill, Park Improvement)
- Storm Water Levy

**Only City Hall, Public Works facilities and Public Safety facilities may be financed with CIP General Obligation bonds under the CIP Act (Minnesota Statutes Chapter 475). Other capital improvements described in this plan as being financed under General Obligation Bonds may be financed with special assessment bonds under Minnesota Statutes, Chapter 429 and utility revenue bonds under Minnesota Statutes, Chapter 444.*

For a City to use its authority to finance expenditures under the CIP Act, it must meet the requirements provided therein. Specifically, the City Council must approve the sale of capital improvement bonds by a two-thirds vote of its membership. In addition, it must hold a public hearing for public input. Notice of such hearing must be published in the official newspaper of the City at least fourteen, but not more that twenty-eight days prior to the date of the public hearing. The City Council approves the CIP following the public hearing.

The bonds are not subject to referendum unless, within 30 days after the hearing, a petition is filed with the City Administrator signed by voters equal to at least five percent of the votes cast in the last general City election. In that event, the bonds are subject to a referendum, and may be issued only if approved by a majority of voters who vote on that question. If the referendum passes, the taxes to pay the debt service on the bonds would be levied on market value rather than tax capacity. However, if no timely petition is filed, the taxes to pay debt service are levied on tax capacity.

The CIP Act has established certain criteria that must be met. In accordance with these criteria, the City has considered the following eight points:

1. Condition of the City's infrastructure and need for the project
2. Demand for the improvement
3. Cost of the improvement
4. Availability of public resources
5. Level of overlapping debt
6. Const/benefits of alternative uses of funds
7. Operating costs of the proposed improvements
8. Options for shared facilities with other cities or local governments.

OVERVIEW SECTION

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

FUNDING SOURCE SUMMARY

Source	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	463,000	731,834	289,067	491,548	577,555	*2,553,004*
CIP Bonding		2,491,000		8,000,000		*10,491,000*
City of Anoka	10,000					*10,000*
City of Nowthen				0	20,000	*20,000*
Developer Fees		100,000	1,500,000	4,831,000	785,000	*7,216,000*
Equipment Revolving Fund		97,466	40,933	169,452	56,930	*364,781*
Facility Fund		100,000		25,000		*125,000*
General Fund	1,327,500	275,000	570,000	590,000	610,000	*3,372,500*
GO Bonding			4,000,000	2,700,000		*6,700,000*
Grants and Aids	1,402,000	2,700,000	2,750,000	300,000	4,440,000	*11,592,000*
Landfill Trust Fund					90,000	*90,000*
Lawful Gambling Fund	65,000		40,000		55,000	*160,000*
MSA	1,191,000	500,000	2,500,000	1,700,000	2,012,938	*7,903,938*
Park Improvement Trust Fund	1,442,000	482,000	887,000	2,197,000	4,151,000	*9,159,000*
Public Improvement Revolving Fund	25,000	25,000	25,000	25,000	917,062	*1,017,062*
Revenue Bonding				9,700,000	12,195,805	*21,895,805*
Sewer Utility Fund	242,500	20,000	170,000	113,500	422,000	*968,000*
Storm Water Utility Fund	455,000	735,000	505,000	675,000	455,000	*2,825,000*
Street Light Utility Fund	15,000	15,000	15,000	15,000	15,000	*75,000*
Tax Increment Fund #1				1,235,000		*1,235,000*
Tax Increment Fund #14		3,410,000				*3,410,000*
Tax Increment Fund #4	550,000	275,000				*825,000*
To Be Determined	201,300	1,170,000				*1,371,300*
Water Utility Fund	579,000	355,000	3,032,000	385,000	192,000	*4,543,000*
Youth Association	40,000				250,000	*290,000*
GRAND TOTAL	**8,008,300**	**13,482,300**	**16,324,000**	**33,152,500**	**27,245,290**	***98,212,390***

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Capital Improvement Bonding Projects								
Public Works Campus Building Improvements	06-BLDG-001	6				8,000,000		*8,000,000*
Fire Station #2 Rebuild	10-BLDG-001	6		2,491,000				*2,491,000*
Capital Improvement Bonding Projects Total				**2,491,000**		**8,000,000**		***10,491,000***
Eqpt Replacement								
NEW PHONE SYSTEM	11-IT-001	6		200,000				*200,000*
IT SERVER REPLACEMENT	11-IT-002	6		7,000				*7,000*
MUNICIPAL CENTER VIDEO CONFERENCE EQPT	11-IT-003	6		9,000				*9,000*
CORE SWITCH REPLACEMENT	13-IT-001	6	25,000					*25,000*
EQPT REPLACE-FORD TAURUS-403	ADMIN-403	6		13,500				*13,500*
EQPT REPLACE-2006 FORD TAURUS	ADMIN-404	6		13,500				*13,500*
EQPT REPLACE-2005 CHEVY COLORADO	BUILD-401	6		23,000				*23,000*
EQPT REPLACE-2006 FORD TAURUS	BUILD-405	6		13,800				*13,800*
EQPT REPLACE-2006 FORD TAURUS	BUILD-406	6			16,000			*16,000*
EQPT REPLACE-16R SIREN	CIVIL-16R	6					22,785	*22,785*
EQPT REPLACE-RICOH-COPIER-3	COPY-BUILD	6		13,500				*13,500*
EQPT REPLACE-ENGINEERING SCANNER	COPY-ENG-001	6	10,000					*10,000*
EQPT REPLACE-AFICO COPIER 2035	COPY-POLICE1	6				17,500		*17,500*
ELECTION EQUIPMENT	ELECT-001	6	6,000	6,000	6,000	6,000	6,000	*30,000*
EQPT REPLACE-TANKER #1	FIRE-500	6	150,000					*150,000*
EQPT REPLACE-GRASS TRUCK #1	FIRE-504	6		48,000				*48,000*
EQPT REPLACE-RESCUE TRUCK #1	FIRE-564	6			80,000			*80,000*
REPLACEMENT OF EXTRICATION TOOLS	FIRE-568	6			30,000			*30,000*
FIRE CHIEF VEHICLE	FIRE-569	6					60,000	*60,000*
2 SQUADS FOR 2013	POL-313	6	64,000					*64,000*
3 SQUADS FOR 2014	POL-314	6		102,000				*102,000*
3 SQUADS FOR 2015	POL-315	6			103,500			*103,500*
2 SQUADS FOR 2016	POL-316	6				70,000		*70,000*
3 SQUADS FOR 2017	POL-317	6					106,500	*106,500*
EQPT REPLACE-2005 FORD TAURUS	POL-351	6			28,500			*28,500*
EQPT REPLACE-2005 FORD TAURUS	POL-352	6					28,500	*28,500*
EQPT REPLACE-2005 FORD F150 4X4	POL-353	6				38,000		*38,000*
EQPT REPLACE-2006 CHEVY IMPALA	POL-364	6				28,500		*28,500*
EQUP REPLACE-2008 FORD EXPEDITION	POL-386	6	38,000					*38,000*
REPLACEMENT OF 2004 ARTIC CATATV W/PLOW	POL-387	6			11,000			*11,000*
REPLACEMENT OF 2004 POLARIS ATV W/PLOW	POL-388	6				11,000		*11,000*

Revised 10/2012

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
EQPT REPLACE-2001 RADAR TRAILER	POL-RDR	6		15,000				*15,000*
EQPT REPLACE-2004 PULL BEHIND PTO MOWER	PW-004	6				24,000		*24,000*
EQPT REPLACE-2005 COPIER/SCANNER	PW-007	6	20,000					*20,000*
EQPT REPLACE-2006 NEW MOWING PACKAGE	PW-008	6		45,000				*45,000*
EQPT REPLACE-ENGINEER VEHICLE 2	PW-402	6					28,000	*28,000*
EQPT REPLACE-2006 ENGINEER CAR	PW-407	6				23,000		*23,000*
EQPT REPLACE-1996 CASE LOADER W/PLOW & WING	PW-601	6				180,000		*180,000*
EQPT REPLACE-1984 JOHN DEERE TRACTOR 4x4	PW-611	6		75,000				*75,000*
EQPT REPLACE-1991 CHIPPER	PW-619	6				22,000		*22,000*
EQPT REPLACE-1999 STERLING SNOWPLOW TRUCK	PW-632	6		180,000				*180,000*
EQPT REPLACE-2001 JOHN DEERE MOWER	PW-635	6			20,000			*20,000*
EQPT REPLACE-2002 SNOWPLOW TRUCK	PW-636	6				180,000		*180,000*
EQPT REPLACE-2002 3/4 TON TRUCK 4x4	PW-637	6		45,000				*45,000*
EQPT REPLACE-ENGINEERING VEHICLE	PW-638	6			35,000			*35,000*
EQPT REPLACE-2003 MULE	PW-639	6		20,000				*20,000*
EQPT REPLACE-2003 1 TON TRUCK 4x4	PW-640	6				61,000		*61,000*
EQPT REPLACE-ELGIN SWEEPER	PW-642	6					131,700	*131,700*
EQPT REPLACE-2004 MEGA MOWER	PW-643	6	86,000					*86,000*
EQPT REPLACE-2004 SNOWPLOW TRUCK	PW-644	6					150,000	*150,000*
EQPT REPLACE-2004 TOOL CAT	PW-645	6					54,000	*54,000*
EQPT REPLACE-2005 3/4 TON TRUCK 4x4 W/PLOW	PW-651	6					47,000	*47,000*
EQPT REPLACE-2005 UTILITY TRUCK	PW-652	6					50,000	*50,000*
1-TON TRUCK WITH BOOM	PW-677	6	49,000					*49,000*
AUL SYSTEM	PW-678	6	15,000					*15,000*
Eqpt Replacement Total			**463,000**	**829,300**	**330,000**	**661,000**	**684,485**	***2,967,785***
Municipal Building								
Community Center Construction	04-BLDG-002	6			4,000,000			*4,000,000*
Old Town Hall Restoration	08-BLDG-005	6	201,300	20,000				*221,300*
Sprinkler System @ Fire Station #1	10-BLDG-004	6				25,000		*25,000*
Municipal Building Total			**201,300**	**20,000**	**4,000,000**	**25,000**		***4,246,300***
Park Improvement								
Elmcrest Creek Trail to Central Park	04-PARK-002	5					300,000	*300,000*
Elmcrest Park Entrance & Signage	04-PARK-003	6		50,000				*50,000*
Ford Brook Park Playground Equipment	04-PARK-006	6					70,000	*70,000*
Lake Itasca Community Park	04-PARK-007	6			400,000	400,000	400,000	*1,200,000*
Trott Brook Trail Corridor	04-PARK-014	5					4,015,000	*4,015,000*
Drinking Fountains/Misting Station	06-PARK-002	6	7,000	7,000	7,000	7,000		*28,000*
Shelter & Restroom Facilities	06-PARK-003	6	75,000					*75,000*
Community Building & Playground for Elmcrest Park	06-PARK-005	6	500,000					*500,000*
Redevelopment of Central Park	06-PARK-008	6	275,000				500,000	*775,000*
Irrigation for Titterud Park	06-PARK-010	6					76,000	*76,000*
Observation boardwalk - Lake Itasca	06-PARK-011	6			40,000			*40,000*
Rabbit Park Phase Two	06-PARK-012	6					125,000	*125,000*

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Observation deck on the Mississippi east Dolomite	06-PARK-015	6					55,000	*55,000*
Mississippi River Park Development-Bridge location	06-PARK-016	6				750,000		*750,000*
Redevelopment of Hunters Hill	06-PARK-017	5					500,000	*500,000*
Trail Connections	06-PARK-019	6	650,000	400,000				*1,050,000*
Village Square Commons	07-PARK-001	6				3,000,000		*3,000,000*
Landscape Improvements for Parks	08-PARK-001	6	5,000	5,000	5,000	5,000	5,000	*25,000*
Mississippi River Regional Trail	08-PARK-002	6	600,000		1,650,000			*2,250,000*
Lake Ramsey Park	08-PARK-004	6				3,631,000		*3,631,000*
The Draw Ballfield	08-PARK-005	6				1,200,000		*1,200,000*
North Commons	08-PARK-006	6	40,000				545,000	*585,000*
Mississippi Skyway over TH10 Near rail Station	08-PARK-008	6		2,600,000				*2,600,000*
Multi-Sports Facility	09-PARK-001	6			475,000			*475,000*
Park Security Enhancements	11-PARK-001	6	15,000	20,000				*35,000*
Alpine Park Winter Facilities	11-PARK-003	6					2,500,000	*2,500,000*
The Draw Lighting Improvements	12-PARK-001	6	25,000					*25,000*
The Draw Entrance Monument	12-PARK-003	6	20,000					*20,000*
The Draw Water Quality Fountains	12-PARK-004	6	15,000					*15,000*
The Draw Grates	12-PARK-006	6	10,000					*10,000*
The Draw Building	12-PARK-007	6		75,000				*75,000*
McKinley Trail Connection to Anoka	12-PARK-008	6	20,000					*20,000*
Park Improvement Total			**2,257,000**	**3,157,000**	**2,577,000**	**8,993,000**	**9,091,000**	***26,075,000***
Sewer Utility Improvement								
Abandon Liftstation Wildlife Sanctuary	04-SEW-001	6					352,000	*352,000*
Septage Discharge Station	04-SEW-007	6				113,500		*113,500*
Northeast Sanitary Sewer & Watermain Ext	05-SEW-001	6					3,495,805	*3,495,805*
West Mississippi Park Sewer Service	08-SEW-002	6			170,000			*170,000*
Abandon Lift Station River Pines	08-SEW-004	6					45,000	*45,000*
Replace Cabinet at Lift Station 1	12-SEW-001	6	40,000					*40,000*
Fire Station 1 Sanitary Sewer Service	12-SEW-002	6		20,000				*20,000*
Extend Sewer from Armstrong to East of Alpaca	12-SEW-003	6	202,500					*202,500*
Sewer Utility Improvement Total			**242,500**	**20,000**	**170,000**	**113,500**	**3,892,805**	***4,438,805***
Site Acquisition								
Sixth Community Park (north central Ramsey)	06-ACQ-001	6				1,000,000		*1,000,000*
Acquire outlots "A" in Rivers Bluff and Reilly Est	06-ACQ-002	5					20,000	*20,000*
Bunker Lake Extension Prop ROW to Alpine Drive	07-ACQ-003	6			1,500,000			*1,500,000*
Site Acquisition for Water Treatment Plant	07-ACQ-004	6			1,000,000			*1,000,000*
Alpaca Estates Outlot	08-ACQ-002	6				35,000		*35,000*
Land for Future Fire Station #4	09-ACQ-006	6		100,000				*100,000*
Site Acquisition Total				**100,000**	**2,500,000**	**1,035,000**	**20,000**	***3,655,000***
Storm Water Utility Improvement								
Annual Sediment Pond Cleaning	04-STRM-004	6	25,000	25,000	25,000	25,000	25,000	*125,000*
County Ditch #43 Cleaning	04-STRM-005	6				150,000		*150,000*

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STRM-011	6		560,000				*560,000*
West Mississippi Outlet	04-STRM-014	5					250,000	*250,000*
Annual Drainage Enhancements	11-STRM-001	6	75,000	75,000	75,000	75,000	75,000	*375,000*
River Storm Water Discharge Treatment	11-STRM-002	6	75,000	75,000	75,000	75,000	75,000	*375,000*
Whispering Pines Estates Plat 2 Storm Sewer	11-STRM-003	6			330,000			*330,000*
Stormwater Drainage Improvements	12-STRM-001	6	30,000			350,000	30,000	*410,000*
Storm Sewer South of Bunker Lake Blvd	13-STRM-001	6	250,000					*250,000*
Storm Water Utility Improvement Total			**455,000**	**735,000**	**505,000**	**675,000**	**455,000**	***2,825,000***
Street Improvement								
Annual Street Reconstruction Program	04-STR-001	6	752,500	550,000	570,000	590,000	610,000	*3,072,500*
McKinley Street	04-STR-006	6				1,235,000		*1,235,000*
North Highway 10 Frontage Road	04-STR-007	5					440,000	*440,000*
Zeolite Roadway Improvements	04-STR-012	6		400,000				*400,000*
RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STR-014	6		3,010,000				*3,010,000*
Variolite Street (Alpine Dr. to Ramsey Town Ctr.)	04-STR-018	6				1,700,000		*1,700,000*
County Road 5/Alpine Drive Realignment & Signals	06-STR-002	6		1,750,000				*1,750,000*
Single Road Access Areas	06-STR-003	6	25,000	25,000	25,000	25,000	25,000	*125,000*
Veterans Drive Streetscape	08-STR-002	5					240,000	*240,000*
River Pines Lift Station Street Connection	08-STR-005	6					55,000	*55,000*
Bunker Lake Blvd Sunwood Drive Signal	12-STR-001	6			1,600,000			*1,600,000*
Bunker Lake Blvd Extension	12-STR-003	6			2,000,000			*2,000,000*
167th Avenue Extension	12-STR-004	6					1,500,000	*1,500,000*
Garnet Street Reconstruction	12-STR-005	6	850,000					*850,000*
Riverdale Drive Extension Traprock - Armstrong	12-STR-007	6	2,168,000					*2,168,000*
Reconstruct Riverdale Drive to Tungston Street	12-STR-008	6					1,350,000	*1,350,000*
Street Improvement Total			**3,795,500**	**5,735,000**	**4,195,000**	**3,550,000**	**4,220,000**	***21,495,500***
Street Light Utility Improvement								
Priority D Street Lights	05-STLT-001	6	15,000	15,000	15,000	15,000	15,000	*75,000*
Street Light Utility Improvement Total			**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	***75,000***
Water Utility Improvement								
WM Looping: Alpine Dr. (CSAH 5 to Krypton St.)	04-WTR-001	6		100,000				*100,000*
Renovate Pump House 2	04-WTR-004	5					49,000	*49,000*
Complete Pump House 3	04-WTR-005	6					60,000	*60,000*
The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)	04-WTR-009	6		225,000				*225,000*
Water Treatment Plant Construction	04-WTR-017	6				9,700,000	8,700,000	*18,400,000*
Watermain Looping: (Ramsey Blvd to Armstrong Blvd)	04-WTR-018	6	521,000					*521,000*
1.5 MG Ground Storage Reservoir	05-WTR-004	6			2,000,000			*2,000,000*
Well Rehabilitation & Pump Replacement	07-WTR-001	6	58,000	30,000	32,000	35,000	38,000	*193,000*
River Pines Lift Station Water Connection	08-WTR-003	6					20,000	*20,000*
Fire Station #1 Extension of Water	11-WTR-003	6		25,000				*25,000*
Watermain Sunfish Lk Blvd	12-WTR-001	6				350,000		*350,000*

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Water Utility Improvement Total			579,000	380,000	2,032,000	10,085,000	8,867,000	*21,943,000*
GRAND TOTAL			8,008,300	13,482,300	16,324,000	33,152,500	27,245,290	*98,212,390*

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

DEPARTMENT SUMMARY

Department	2013	2014	2015	2016	2017	Total
Capital Impr Bonding Projects		2,491,000		8,000,000		*10,491,000*
Eqpt Replacement	463,000	829,300	330,000	661,000	684,485	*2,967,785*
Municipal Buildings	201,300	20,000	4,000,000	25,000		*4,246,300*
Park Improvements	2,257,000	3,157,000	2,577,000	8,993,000	9,091,000	*26,075,000*
Sewer Utility	242,500	20,000	170,000	113,500	3,892,805	*4,438,805*
Site Acquisitions		100,000	2,500,000	1,035,000	20,000	*3,655,000*
Stormwater Utility	455,000	735,000	505,000	675,000	455,000	*2,825,000*
Street Improvements	3,795,500	5,735,000	4,195,000	3,550,000	4,220,000	*21,495,500*
Street Light Utility	15,000	15,000	15,000	15,000	15,000	*75,000*
Water Utility	579,000	380,000	2,032,000	10,085,000	8,867,000	*21,943,000*
TOTAL	**8,008,300**	**13,482,300**	**16,324,000**	**33,152,500**	**27,245,290**	***98,212,390***

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CAPITAL IMPROVEMENT BONDING

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Capital Improvement Bonding Projects								
Public Works Campus Building Improvements	06-BLDG-001	6				8,000,000		*8,000,000*
Fire Station #2 Rebuild	10-BLDG-001	6		2,491,000				*2,491,000*
Capital Improvement Bonding Projects Total				**2,491,000**		**8,000,000**		***10,491,000***
GRAND TOTAL				**2,491,000**		**8,000,000**		***10,491,000***

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Capital Impr Bonding Projects
Contact

Project # **06-BLDG-001**
Project Name **Public Works Campus Building Improvements**

Type Buildings
Useful Life 50 Years
Category Capital Improvement Bonding
Priority 6-Planned
Status Active
Total Project Cost: **$11,000,000**

Description

This project contemplates acquisition of 25 acres for a new public works campus and construction of the first phase of buildings to serve the needs of the community. The 2006 salt storage building can be relocated to the site.

CIP Act Criteria:

1. Conditions of City Infrastructure and Need for the Project:
   The present public works site is landlocked and current size cannot be expanded to meet expected future growth.

2. Demand for Improvement:
   As described above, the site doesn't meet the needs of the future.

3. Costs of the Improvement:
   Land : $3,000,000
   Building: $8,000,000

4. Availability of Public Resources:
   The project may be funded by a combination of general property tax levy and available resources on hand. In addition, the bonds would be secured by the City's full faith and credit.

5. Relative Costs and Benefits of Alternative Uses of the Funds:
   There are no significant alternatives for funds designated for this project.

6. Operating Costs of the Proposed Investments:
   There would be no operating costs for the first five years. The land will be held and developed as growth occurs.

7. Options for Shared Facilities with Other Cities or Local Government:
   Not applicable; the site currently exists and is located next to current PW facility.

8. Level of Overlapping Debt:

Justification

The City population is projected to continue to grow. Staff has polled other municipalities that are currently the size of Ramsey's projected growth. This proposed area is the median size for a public works campus. The present campus is land locked and cannot be expanded to meet this median size. This project anticipates land acquisition and the start of a public works campus that can grow as the city grows.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
3,000,000	Building Cost/Construction				8,000,000		8,000,000
Total	**Total**				**8,000,000**		**8,000,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
3,000,000	CIP Bonding				8,000,000		8,000,000
Total	**Total**				**8,000,000**		**8,000,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Capital Impr Bonding Projects

Contact

Project #	**06-BLDG-001**
Project Name	**Public Works Campus Building Improvements**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Capital Impr Bonding Projects
Contact

Project # **10-BLDG-001**
Project Name **Fire Station #2 Rebuild**

Type Buildings
Useful Life 50 Years
Category Capital Improvement Bonding
Priority 6-Planned
Status Active
Total Project Cost: **$2,581,000**

Description

This project encompasses the rebuilding of the current Fire Station #2. Planned location for new construction is along Alpine Dr. Project cost does not include demo of old city hall and police station.

CIP Act Criteria:
1. Conditions of City Infrastructure and Need for the Project: Currently the building has been scheduled for replacement due to the current condition not meeting the needs of a fire station. Also the current building and property are being actively marketed for demolition/rebuild for a willing buyer.

2. Demand for Improvement: Current facility has many issues including inadequate space, HVAC system needs, domestic water problems, etc. A 2.4 acre site adjacent to this property has been chosen as a replacement site.

3. Costs of the Improvement:
Land/Building/Construction: $2,491,000

4. Availability of Public Resources: The project may be funded by a combination of general property tax levy and available resources on hand. In addition, the bonds would be secured by the City's full faith and credit.

5. Relative Costs and Benefits of Alternative Uses of the Funds: There are no significant alternatives for funds designated for this project.

6. Operating Costs of the Proposed Investments: Operating costs will be comparable or less than the current building largely due to heating/cooling systems being more efficient than the current site. Also, much smaller square footage will be involved with a new buiding verse heating and cooling the entire "old city hall".

7. Options for Shared Facilities with Other Cities or Local Government: Options for mutal use include a planned space for police patrol to use as a report writing location. Also, future may see ambulance service staging from this location.

8. Level of Overlapping Debt:

Justification

Too little space, unsafe condition in old fire station, on-going problems with HVAC systems, water problems in parts of building.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
90,000	Building Cost/Construction		2,241,000				2,241,000
Total	Furnishings/Equipment		110,000				110,000
	Other		140,000				140,000
	Total		**2,491,000**				**2,491,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
90,000	CIP Bonding		2,491,000				2,491,000
Total	**Total**		**2,491,000**				**2,491,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Capital Impr Bonding Projects

Contact

Project #	**10-BLDG-001**
Project Name	**Fire Station #2 Rebuild**



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EQUIPMENT REPLACEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Eqpt Replacement								
NEW PHONE SYSTEM	11-IT-001	6		200,000				*200,000*
IT SERVER REPLACEMENT	11-IT-002	6		7,000				*7,000*
MUNICIPAL CENTER VIDEO CONFERENCE EQPT	11-IT-003	6		9,000				*9,000*
CORE SWITCH REPLACEMENT	13-IT-001	6	25,000					*25,000*
EQPT REPLACE-FORD TAURUS-403	ADMIN-403	6		13,500				*13,500*
EQPT REPLACE-2006 FORD TAURUS	ADMIN-404	6		13,500				*13,500*
EQPT REPLACE-2005 CHEVY COLORADO	BUILD-401	6		23,000				*23,000*
EQPT REPLACE-2006 FORD TAURUS	BUILD-405	6		13,800				*13,800*
EQPT REPLACE-2006 FORD TAURUS	BUILD-406	6			16,000			*16,000*
EQPT REPLACE-16R SIREN	CIVIL-16R	6					22,785	*22,785*
EQPT REPLACE-RICOH-COPIER-3	COPY-BUILD	6		13,500				*13,500*
EQPT REPLACE-ENGINEERING SCANNER	COPY-ENG-001	6	10,000					*10,000*
EQPT REPLACE-AFICO COPIER 2035	COPY-POLICE1	6				17,500		*17,500*
ELECTION EQUIPMENT	ELECT-001	6	6,000	6,000	6,000	6,000	6,000	*30,000*
EQPT REPLACE-TANKER #1	FIRE-500	6	150,000					*150,000*
EQPT REPLACE-GRASS TRUCK #1	FIRE-504	6		48,000				*48,000*
EQPT REPLACE-RESCUE TRUCK #1	FIRE-564	6			80,000			*80,000*
REPLACEMENT OF EXTRICATION TOOLS	FIRE-568	6			30,000			*30,000*
FIRE CHIEF VEHICLE	FIRE-569	6					60,000	*60,000*
2 SQUADS FOR 2013	POL-313	6	64,000					*64,000*
3 SQUADS FOR 2014	POL-314	6		102,000				*102,000*
3 SQUADS FOR 2015	POL-315	6			103,500			*103,500*
2 SQUADS FOR 2016	POL-316	6				70,000		*70,000*
3 SQUADS FOR 2017	POL-317	6					106,500	*106,500*
EQPT REPLACE-2005 FORD TAURUS	POL-351	6			28,500			*28,500*
EQPT REPLACE-2005 FORD TAURUS	POL-352	6					28,500	*28,500*
EQPT REPLACE-2005 FORD F150 4X4	POL-353	6				38,000		*38,000*
EQPT REPLACE-2006 CHEVY IMPALA	POL-364	6				28,500		*28,500*
EQUP REPLACE-2008 FORD EXPEDITION	POL-386	6	38,000					*38,000*
REPLACEMENT OF 2004 ARTIC CATATV W/PLOW	POL-387	6			11,000			*11,000*
REPLACEMENT OF 2004 POLARIS ATV W/PLOW	POL-388	6				11,000		*11,000*
EQPT REPLACE-2001 RADAR TRAILER	POL-RDR	6		15,000				*15,000*
EQPT REPLACE-2004 PULL BEHIND PTO MOWER	PW-004	6				24,000		*24,000*
EQPT REPLACE-2005 COPIER/SCANNER	PW-007	6	20,000					*20,000*
EQPT REPLACE-2006 NEW MOWING PACKAGE	PW-008	6		45,000				*45,000*
EQPT REPLACE-ENGINEER VEHICLE 2	PW-402	6					28,000	*28,000*
EQPT REPLACE-2006 ENGINEER CAR	PW-407	6				23,000		*23,000*
EQPT REPLACE-1996 CASE LOADER W/PLOW &	PW-601	6				180,000		*180,000*

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
WING								
EQPT REPLACE-1984 JOHN DEERE TRACTOR 4x4	PW-611	6		75,000				*75,000*
EQPT REPLACE-1991 CHIPPER	PW-619	6				22,000		*22,000*
EQPT REPLACE-1999 STERLING SNOWPLOW TRUCK	PW-632	6		180,000				*180,000*
EQPT REPLACE-2001 JOHN DEERE MOWER	PW-635	6			20,000			*20,000*
EQPT REPLACE-2002 SNOWPLOW TRUCK	PW-636	6				180,000		*180,000*
EQPT REPLACE-2002 3/4 TON TRUCK 4x4	PW-637	6		45,000				*45,000*
EQPT REPLACE-ENGINEERING VEHICLE	PW-638	6			35,000			*35,000*
EQPT REPLACE-2003 MULE	PW-639	6		20,000				*20,000*
EQPT REPLACE-2003 1 TON TRUCK 4x4	PW-640	6				61,000		*61,000*
EQPT REPLACE-ELGIN SWEEPER	PW-642	6					131,700	*131,700*
EQPT REPLACE-2004 MEGA MOWER	PW-643	6	86,000					*86,000*
EQPT REPLACE-2004 SNOWPLOW TRUCK	PW-644	6					150,000	*150,000*
EQPT REPLACE-2004 TOOL CAT	PW-645	6					54,000	*54,000*
EQPT REPLACE-2005 3/4 TON TRUCK 4x4 W/PLOW	PW-651	6					47,000	*47,000*
EQPT REPLACE-2005 UTILITY TRUCK	PW-652	6					50,000	*50,000*
1-TON TRUCK WITH BOOM	PW-677	6	49,000					*49,000*
AUL SYSTEM	PW-678	6	15,000					*15,000*
Eqpt Replacement Total			**463,000**	**829,300**	**330,000**	**661,000**	**684,485**	***2,967,785***
GRAND TOTAL			**463,000**	**829,300**	**330,000**	**661,000**	**684,485**	***2,967,785***

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Eqpt Replacement
Contact

Project # **11-IT-001**
Project Name **NEW PHONE SYSTEM**

Type Equipment
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$200,000**

Description

Replace phone system at Municipal Center

Justification

The current phone system was purchased in 2001. It is reaching its end of useful life cycle and will no longer be supported. The current system is a hybrid of switch technology and IP phones. The ideal solution would be to change to all IP technology to keep up with current industry standards.

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		200,000				200,000
Total		**200,000**				**200,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		200,000				200,000
Total		**200,000**				**200,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # 11-IT-002
Project Name IT SERVER REPLACEMENT

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 3
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$7,000**

Description

Install new server to replace RA-CMS for police.

Justification

This serves as the repository for all squad car video cameras. The current server has reached its end of support.

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		7,000				7,000
Total		**7,000**				**7,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		7,000				7,000
Total		**7,000**				**7,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **11-IT-003**

Project Name **MUNICIPAL CENTER VIDEO CONFERENCE EQPT**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$9,000**

Description

Install video conferencing equipment in Municipal Center

Justification

This equipment would be used for video conferencing for off-site meetings.

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		9,000				9,000
Total		**9,000**				**9,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		9,000				9,000
Total		**9,000**				**9,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # 13-IT-001
Project Name CORE SWITCH REPLACEMENT

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 6
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$25,000**

Description

NEW CISCO CORE SWITCH 4510. THIS EQUIPMENT CONNECTS ALL SERVERS AND DEVICES TO THE NETWORK.

Justification

REPLACES CISCO 4506 CORE SWITCH WHICH HAS REACHED THE END OF ITS USEFUL LIFE.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	25,000					25,000
Total	**25,000**					**25,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	25,000					25,000
Total	**25,000**					**25,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **ADMIN-403**
Project Name **EQPT REPLACE-FORD TAURUS-403**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$13,500**

Description

2005 FORD TAURUS $11,268.25 Accum Depr: $11,268.25
Asset # 2087

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		13,500				13,500
Total		**13,500**				**13,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		11,246				11,246
Equipment Revolving Fund		2,254				2,254
Total		**13,500**				**13,500**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # ADMIN-404
Project Name EQPT REPLACE-2006 FORD TAURUS

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$13,500**

Description

Asset # 2135

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		13,500				13,500
Total		**13,500**				**13,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		13,500				13,500
Total		**13,500**				**13,500**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Eqpt Replacement
Contact

Project # **BUILD-401**
Project Name **EQPT REPLACE-2005 CHEVY COLORADO**

Type Eqpt Replacement
Useful Life 7 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$23,000**

Description

2005 CHEVY COLORADO

Acquired: 4/14/05 $25,105.07

Asset # 2076

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		23,000				23,000
Total		**23,000**				**23,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		20,128				20,128
Equipment Revolving Fund		2,872				2,872
Total		**23,000**				**23,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **BUILD-405**
Project Name **EQPT REPLACE-2006 FORD TAURUS**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$13,800**

Description

Asset # 2136

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		13,800				13,800
Total		**13,800**				**13,800**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		13,800				13,800
Total		**13,800**				**13,800**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **BUILD-406**
Project Name **EQPT REPLACE-2006 FORD TAURUS**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$16,000**

Description

Asset # 2137

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment			16,000			16,000
Total			**16,000**			**16,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates			16,000			16,000
Total			**16,000**			**16,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # CIVIL-16R
Project Name EQPT REPLACE-16R SIREN

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$22,785**

Description

Bunker/Azurite

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					22,785	22,785
Total					**22,785**	**22,785**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates					22,785	22,785
Total					**22,785**	**22,785**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # COPY-BUILD
Project Name EQPT REPLACE-RICOH-COPIER-3

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 6
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$13,500**

Description

Date Acquired: 8/31/04 $11,708.88
Asset # 1989

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		13,500				13,500
Total		**13,500**				**13,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		9,597				9,597
Equipment Revolving Fund		3,903				3,903
Total		**13,500**				**13,500**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # COPY-ENG-001

Project Name EQPT REPLACE-ENGINEERING SCANNER

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$10,000**

Description

EQPT REPLACE-ENGINEERING SCANNER

Justification

REPLACE EXISTING SCANNER WHICH HAS REACHED THE END OF ITS USEFUL LIFE.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	10,000					10,000
Total	**10,000**					**10,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	10,000					10,000
Total	**10,000**					**10,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # COPY-POLICE1
Project Name EQPT REPLACE-AFICO COPIER 2035

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 12
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$17,500**

Description

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				17,500		17,500
Total				**17,500**		**17,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				14,500		14,500
Equipment Revolving Fund				3,000		3,000
Total				**17,500**		**17,500**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **ELECT-001**
Project Name **ELECTION EQUIPMENT**

Department Eqpt Replacement
Contact
Type Equipment
Useful Life
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$30,000**

Description

Purchase elections equipment at an approximate cost of $6,000 per precinct. 8 precincts.

Justification

This will be a County-wide purchase of new elections equipment.

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment	6,000	6,000	6,000	6,000	6,000	30,000
Total	**6,000**	**6,000**	**6,000**	**6,000**	**6,000**	**30,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	6,000	6,000	6,000	6,000	6,000	30,000
Total	**6,000**	**6,000**	**6,000**	**6,000**	**6,000**	**30,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Eqpt Replacement
Contact

Project # **FIRE-500**
Project Name **EQPT REPLACE-TANKER #1**

Type Eqpt Replacement
Useful Life 20 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$280,000**

Description

1989 FORD L9000 2000 GALLON PUMPER
DATE ACQUIRED:1/18/89 $51,200 Tanker Truck Accum Dep: $51,200 - Asset #1075
DATE ACQUIRED: 7/7/90 $58,289 Tanker Truck Addition Accum Dep: $58,289 - Asset # 1080

Life 20 years

Justification

This vehicle is one of the first apparatus purchased by the city when the fire department was first started.

Two-Year funding: 2012 reduced by $20,000 for trade in

Prior	Expenditures	2013	2014	2015	2016	2017	Total
130,000	Furnishings/Equipment	150,000					150,000
Total	**Total**	**150,000**					**150,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
130,000	Capital Equipment Certificates	150,000					150,000
Total	**Total**	**150,000**					**150,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **FIRE-504**
Project Name **EQPT REPLACE-GRASS TRUCK #1**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 20
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$48,000**

Description

1989 F250 4x4 Pumping unit may be able to be reused.
Date Acquired: 12/8/88 $14,385 Accum Dep: $14,385
Asset # 1073

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		48,000				48,000
Total		**48,000**				**48,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		35,053				35,053
Equipment Revolving Fund		12,947				12,947
Total		**48,000**				**48,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # FIRE-564
Project Name EQPT REPLACE-RESCUE TRUCK #1

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 15
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$80,000**

Description

2000 Rescue truck. No carried water or pump.

Useful life estimated at 15 years

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment			80,000			80,000
Total			**80,000**			**80,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates			60,000			60,000
Equipment Revolving Fund			20,000			20,000
Total			**80,000**			**80,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Eqpt Replacement
Contact

Project # **FIRE-568**
Project Name **REPLACEMENT OF EXTRICATION TOOLS**

Type Equipment
Useful Life 15
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$30,000**

Description

Replacement of Extrication Tools (Purchased in 2000)

Estimated useful life is 15 years

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment			30,000			30,000
Total			**30,000**			**30,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates			30,000			30,000
Total			**30,000**			**30,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **FIRE-569**
Project Name **FIRE CHIEF VEHICLE**

Department Eqpt Replacement
Contact
Type Equipment
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$60,000**

Description

Replacement of Fire Chief's 2007 Vehicle.

Estimated useful life is 10 years.

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					60,000	60,000
Total					**60,000**	**60,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates					60,000	60,000
Total					**60,000**	**60,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Project # **POL-313**
Project Name **2 SQUADS FOR 2013**

Department Eqpt Replacement
Contact
Type Equipment
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$64,000**

Description

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment	64,000					64,000
Total	**64,000**					**64,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	64,000					64,000
Total	**64,000**					**64,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # POL-314
Project Name 3 SQUADS FOR 2014

Department Eqpt Replacement
Contact
Type Equipment
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$102,000**

Description

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		102,000				102,000
Total		**102,000**				**102,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		102,000				102,000
Total		**102,000**				**102,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Project # **POL-315**
Project Name **3 SQUADS FOR 2015**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$103,500**

Description

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment			103,500			103,500
Total			**103,500**			**103,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates			103,500			103,500
Total			**103,500**			**103,500**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **POL-316**
Project Name **2 SQUADS FOR 2016**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$70,000**

Description

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				70,000		70,000
Total				**70,000**		**70,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				70,000		70,000
Total				**70,000**		**70,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # POL-317
Project Name 3 SQUADS FOR 2017

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$106,500**

Description

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					106,500	106,500
Total					**106,500**	**106,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates					106,500	106,500
Total					**106,500**	**106,500**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **POL-351**
Project Name **EQPT REPLACE-2005 FORD TAURUS**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 3
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$28,500**

Description

2005 Ford Taurus $19,928 Accum Dep: $19,928

Unmarked - Police Chief -Way

Asset # 2070

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment			28,500			28,500
Total			**28,500**			**28,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates			20,536			20,536
Equipment Revolving Fund			7,964			7,964
Total			**28,500**			**28,500**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **POL-352**
Project Name **EQPT REPLACE-2005 FORD TAURUS**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$28,500**

Description

2005 FORD TAURUS $16,683.62 Accum Dep: $16,683.62

Unmarked - Investigations-Sgt Katers

Asset# 2069

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					28,500	28,500
Total					**28,500**	**28,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates					20,158	20,158
Equipment Revolving Fund					8,342	8,342
Total					**28,500**	**28,500**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **POL-353**
Project Name **EQPT REPLACE-2005 FORD F150 4X4**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$38,000**

Description

2005 FORD F150

DATE ACQUIRED: 2/7/05 $27,619.56 Accum Dep: $27,619.56
Marked - Primary CSO Unit

Asset# 2067

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				38,000		38,000
Total				**38,000**		**38,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				24,190		24,190
Equipment Revolving Fund				13,810		13,810
Total				**38,000**		**38,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **POL-364**
Project Name **EQPT REPLACE-2006 CHEVY IMPALA**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$28,500**

Description

Unmarked - Captain Dwyer

Asset #: 2167

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				28,500		28,500
Total				**28,500**		**28,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				28,500		28,500
Total				**28,500**		**28,500**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **POL-386**
Project Name **EQUP REPLACE-2008 FORD EXPEDITION**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$38,000**

Description

Replace 2008 Ford Expedition

Replacement of 2008 Ford Expedition, equipped with mobile command systems. Currently used by (2) Sergeants during patrol shifts to fully utilize mobile command features.

DATE ACQUIRED: 2008 $32,058.59
Asset #: 2305

Asset# 2067

Justification

Dept is always in need of at-least (2) 4x4 vehicles for winter operations. Dept also in need of a mobile command vehicle in field. It is best for patrol sergeants to utilize this vehicle versus patrol, therefore having patrol supervisors equipped with emergency operations equipment. Dual purpose vehicle.

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment	38,000					38,000
Total	**38,000**					**38,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	38,000					38,000
Total	**38,000**					**38,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **POL-387**

Project Name **REPLACEMENT OF 2004 ARTIC CATATV W/PLOW**

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 5 Years

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$11,000**

Description

REPLACEMENT OF 2004 ARTIC CAT ALL TERRAIN VEHICLE. WILL BE USED TO PLOW MUNICIPAL CENTER AS WELL.

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment			11,000			11,000
Total			**11,000**			**11,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates			11,000			11,000
Total			**11,000**			**11,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Eqpt Replacement
Contact

Project # **POL-388**
Project Name **REPLACEMENT OF 2004 POLARIS ATV W/PLOW**

Type Equipment
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$11,000**

Description

REPLACEMENT OF 2004 POLARIS ATV W/PLOW. WILL BE USED TO PLOW MUNICIPAL CENTER AS WELL.

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				11,000		11,000
Total				**11,000**		**11,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				11,000		11,000
Total				**11,000**		**11,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # POL-RDR
Project Name EQPT REPLACE-2001 RADAR TRAILER

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 15
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$15,000**

Description

Replacement of 2001 Custom Signal Radar Trailer with computer.

Cost $12,934.43

Asset #: 1059

Justification

Needed for reducing speeding complaints, public education, recorded documentation for roadway traffic studies for Engineering and Police Depts.

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		15,000				15,000
Total		**15,000**				**15,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		15,000				15,000
Total		**15,000**				**15,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-004**

Project Name **EQPT REPLACE-2004 PULL BEHIND PTO MOWER**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$24,000**

Description

Landpride Flex Mower

Cost: $10,873.71 Accum Dep: $7,611.30

DATE ACQUIRED: 3/30/04

Asset#: 2002

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				24,000		24,000
Total				**24,000**		**24,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				21,825		21,825
Equipment Revolving Fund				2,175		2,175
Total				**24,000**		**24,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-007**

Project Name **EQPT REPLACE-2005 COPIER/SCANNER**

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 5 Years

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$20,000**

Description

Date acquired May 2005

Justification

This piece of equipment has helped with conversion of paper documents to electronic format. It handles the largest plans. Advances in technology will require upgrade or replacement of this equipment.

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment	20,000					20,000
Total	**20,000**					**20,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	20,000					20,000
Total	**20,000**					**20,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # PW-008

Project Name EQPT REPLACE-2006 NEW MOWING PACKAGE

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$45,000**

Description

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		45,000				45,000
Total		**45,000**				**45,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		45,000				45,000
Total		**45,000**				**45,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-402**

Project Name **EQPT REPLACE-ENGINEER VEHICLE 2**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$28,000**

Description

DATE ACQUIRED: 8/19/05

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					28,000	28,000
Total					**28,000**	**28,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates					25,200	25,200
Equipment Revolving Fund					2,800	2,800
Total					**28,000**	**28,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # PW-407
Project Name EQPT REPLACE-2006 ENGINEER CAR

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 7 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$23,000**

Description

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				23,000		23,000
Total				**23,000**		**23,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				23,000		23,000
Total				**23,000**		**23,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-601**

Project Name **EQPT REPLACE-1996 CASE LOADER W/PLOW & WING**

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 20 Years

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$180,000**

Description

DATE ACQUIRED; 6/26/96

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				180,000		180,000
Total				**180,000**		**180,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				99,000		99,000
Equipment Revolving Fund				81,000		81,000
Total				**180,000**		**180,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-611**

Project Name **EQPT REPLACE-1984 JOHN DEERE TRACTOR 4x4**

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 20 Years

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$75,000**

Description

Cost $18,739.51 Accum Dep: $18,740

DATE ACQUIRED: 11/1/84

Asset#: 1122

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		75,000				75,000
Total		**75,000**				**75,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		56,260				56,260
Equipment Revolving Fund		18,740				18,740
Total		**75,000**				**75,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-619**

Project Name **EQPT REPLACE-1991 CHIPPER**

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 20 Years

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$22,000**

Description

1991 Brush Bandit

DATE ACQUIRED: 10/31/91 Cost$14,800 Accum Dep: $14,800

Asset #: 1130

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				22,000		22,000
Total				**22,000**		**22,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				10,900		10,900
Equipment Revolving Fund				11,100		11,100
Total				**22,000**		**22,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-632**

Project Name **EQPT REPLACE-1999 STERLING SNOWPLOW TRUCK**

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 12

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$180,000**

Description

DATE ACQUIRED: 5/26/99: Truck: $27,971.40 Dump & Plow: $32,306.79

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		180,000				180,000
Total		**180,000**				**180,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		137,805				137,805
Equipment Revolving Fund		42,195				42,195
Total		**180,000**				**180,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-635**

Project Name **EQPT REPLACE-2001 JOHN DEERE MOWER**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

John Deere 72" Mower

Cost: $12,013.42 Accum Dep: $12,013.42

DATE ACQUIRED: 7/25/01

Asset #: 1181

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment			20,000			20,000
Total			**20,000**			**20,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates			13,993			13,993
Equipment Revolving Fund			6,007			6,007
Total			**20,000**			**20,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-636**

Project Name **EQPT REPLACE-2002 SNOWPLOW TRUCK**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 12
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$180,000**

Description

DATE ACQUIRED: 7/30/02 Truck & Plow: $95,375,.43

Asset #: 1151

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				180,000		180,000
Total				**180,000**		**180,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				141,850		141,850
Equipment Revolving Fund				38,150		38,150
Total				**180,000**		**180,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-637**

Project Name **EQPT REPLACE-2002 3/4 TON TRUCK 4x4**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$45,000**

Description

DATE ACQUIRED: 5/2/02: 2002 Chev Silverado $27,808.20

Asset #: 1152

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		45,000				45,000
Total		**45,000**				**45,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		33,877				33,877
Equipment Revolving Fund		11,123				11,123
Total		**45,000**				**45,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-638**

Project Name **EQPT REPLACE-ENGINEERING VEHICLE**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$35,000**

Description

DATE ACQUIRED: 5/28/03 2003 Chev Silverado: $23,205.79

Asset #: 1119

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment			35,000			35,000
Total			**35,000**			**35,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates			28,038			28,038
Equipment Revolving Fund			6,962			6,962
Total			**35,000**			**35,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Project # **PW-639**
Project Name **EQPT REPLACE-2003 MULE**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

DATE ACQUIRED: 7/8/03 Mule 3000 $11,441.30

Asset #: 1185

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment		20,000				20,000
Total		**20,000**				**20,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates		16,568				16,568
Equipment Revolving Fund		3,432				3,432
Total		**20,000**				**20,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-640**

Project Name **EQPT REPLACE-2003 1 TON TRUCK 4x4**

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 10

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$61,000**

Description

DATE ACQUIRED: 6/30/03 2003 Ford 350 W/Plow: $47,388.66

Asset #: 1153

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment				61,000		61,000
Total				**61,000**		**61,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates				40,783		40,783
Equipment Revolving Fund				20,217		20,217
Total				**61,000**		**61,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-642**

Project Name **EQPT REPLACE-ELGIN SWEEPER**

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 12

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$131,700**

Description

DATE ACQUIRED: 1/20/04

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					131,700	131,700
Total					**131,700**	**131,700**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates					109,750	109,750
Equipment Revolving Fund					21,950	21,950
Total					**131,700**	**131,700**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-643**

Project Name **EQPT REPLACE-2004 MEGA MOWER**

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 10

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$86,000**

Description

DATE ACQUIRED: 2/27/04 2004 Toro Mega Mower: $82,510.73

Asset #: 2001

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment	86,000					86,000
Total	**86,000**					**86,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	86,000					86,000
Total	**86,000**					**86,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-644**

Project Name **EQPT REPLACE-2004 SNOWPLOW TRUCK**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$150,000**

Description

DATE ACQUIRED: 3/24/04

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					150,000	150,000
Total					**150,000**	**150,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates					138,000	138,000
Equipment Revolving Fund					12,000	12,000
Total					**150,000**	**150,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-645**
Project Name **EQPT REPLACE-2004 TOOL CAT**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$54,000**

Description

DATE ACQUIRED: 4/6/04: Bobcat Tool Sidewalk Machine: $42,057.96

Asset #: 2003

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					54,000	54,000
Total					**54,000**	**54,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates					45,588	45,588
Equipment Revolving Fund					8,412	8,412
Total					**54,000**	**54,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-651**

Project Name **EQPT REPLACE-2005 3/4 TON TRUCK 4x4 W/PLOW**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$47,000**

Description

DATE ACQUIRED: 4/19/05 2005 CHEVROLET SILVERADO: $34,261

Asset #: 2014

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					47,000	47,000
Total					**47,000**	**47,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates					43,574	43,574
Equipment Revolving Fund					3,426	3,426
Total					**47,000**	**47,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # PW-652
Project Name EQPT REPLACE-2005 UTILITY TRUCK

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$50,000**

Description

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment					50,000	50,000
Total					**50,000**	**50,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Sewer Utility Fund					25,000	25,000
Water Utility Fund					25,000	25,000
Total					**50,000**	**50,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-677**
Project Name **1-TON TRUCK WITH BOOM**

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$49,000**

Description

Purchase 1 ton utility truck with boom that can be used to service lift stations.

Justification

Regular maintenance is required on lift stations. Currently the City has to borrow equipment in order to perform these functions.

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment	49,000					49,000
Total	**49,000**					**49,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	49,000					49,000
Total	**49,000**					**49,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Project # **PW-678**
Project Name **AUL SYSTEM**

Department Eqpt Replacement
Contact
Type Equipment
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$15,000**

Description

AUL SYSTEM FOR TRACKING

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Furnishings/Equipment	15,000					15,000
Total	**15,000**					**15,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Capital Equipment Certificates	15,000					15,000
Total	**15,000**					**15,000**

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MUNICIPAL BUILDING

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Municipal Building								
Community Center Construction	04-BLDG-002	6			4,000,000			*4,000,000*
Old Town Hall Restoration	08-BLDG-005	6	201,300	20,000				*221,300*
Sprinkler System @ Fire Station #1	10-BLDG-004	6				25,000		*25,000*
Municipal Building Total			**201,300**	**20,000**	**4,000,000**	**25,000**		***4,246,300***
GRAND TOTAL			**201,300**	**20,000**	**4,000,000**	**25,000**		***4,246,300***

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Municipal Buildings
Contact Unassigned

Project # **04-BLDG-002**
Project Name **Community Center Construction**

Type Buildings
Useful Life 50 Years
Category Municipal Building
Priority 6-Planned
Status Active
Total Project Cost: **$4,000,000**

Description

The Community Center would include recreational areas such as a swimming pool, gym, etc. It would also include meeting rooms for various organizations to hold banquets, monthly meetings, etc.

Justification

Per public consensus, the need for a Community Center is a justified expenditure of public financing. Currently, Ramsey residents must leave the City limits and drive a considerable distance to get to such a facility.

Expenditures	2013	2014	2015	2016	2017	Total
Building Cost/Construction			4,000,000			4,000,000
Total			**4,000,000**			**4,000,000**

Funding Sources	2013	2014	2015	2016	2017	Total
GO Bonding			4,000,000			4,000,000
Total			**4,000,000**			**4,000,000**

Capital Improvement Program

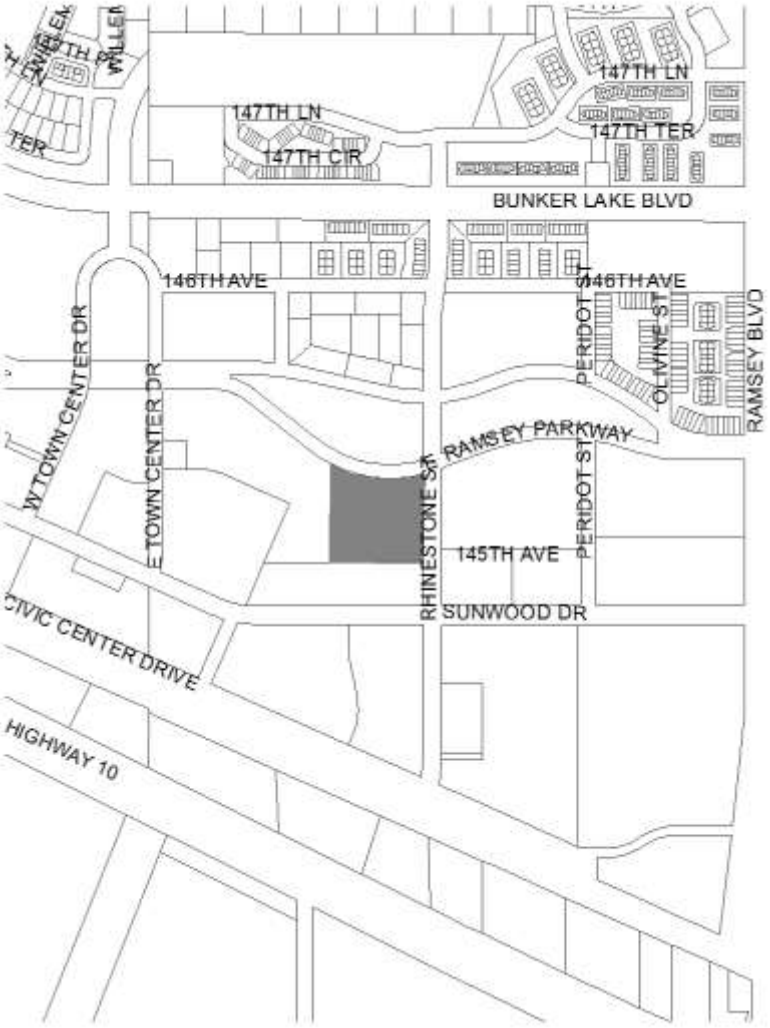
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Municipal Buildings

Contact Unassigned

Project #	**04-BLDG-002**
Project Name	**Community Center Construction**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Municipal Buildings
Contact

Project # **08-BLDG-005**
Project Name **Old Town Hall Restoration**

Type Improvement
Useful Life 25
Category Municipal Building
Priority 6-Planned
Status Active
Total Project Cost: **$221,300**

Description

Old Town Hall Restoration:

Option 1: Move Historic Town Hall to the Northstar Rail Station Site
$125,000 Const Cost (moving and Stabilization)
$ 50,000 Site/foundation
$ 20,000 furnishing/equip

$195,000

Option 2: Improve private access street to public standard.
$125,000 Const Cost
$ 20,000 ROW
$ 56,300 Road Construction
$ 20,000 Furn/equip

$221,300

Justification

Historic Town Hall is a city facility that is in need of restoration completion. Options include moving it from the site to the COR to serve as a library kiosk, trailhead, and potentially house restrooms.

Expenditures	2013	2014	2015	2016	2017	Total
Building Cost/Construction	125,000					125,000
Improvements Other than Build	76,300					76,300
Furnishings/Equipment		20,000				20,000
Total	**201,300**	**20,000**				**221,300**

Funding Sources	2013	2014	2015	2016	2017	Total
To Be Determined	201,300	20,000				221,300
Total	**201,300**	**20,000**				**221,300**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Municipal Buildings

Contact

Project #	**08-BLDG-005**
Project Name	**Old Town Hall Restoration**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Municipal Buildings
Contact

Project # **10-BLDG-004**
Project Name **Sprinkler System @ Fire Station #1**

Type Improvement
Useful Life 20 Years
Category Municipal Building
Priority 6-Planned
Status Active
Total Project Cost: **$25,000**

Description

Hookup on-site municipal water to building and install sprinkler system for entire building.

Justification

Municipal water is on site with municipal well.

Expenditures	2013	2014	2015	2016	2017	Total
Building Cost/Construction				20,000		20,000
Improvements Other than Build				5,000		5,000
Total				**25,000**		**25,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Facility Fund				25,000		25,000
Total				**25,000**		**25,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Municipal Buildings

Contact

Project #	**10-BLDG-004**
Project Name	**Sprinkler System @ Fire Station #1**



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PARK IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Park Improvement								
Elmcrest Creek Trail to Central Park	04-PARK-002	5					300,000	*300,000*
Elmcrest Park Entrance & Signage	04-PARK-003	6		50,000				*50,000*
Ford Brook Park Playground Equipment	04-PARK-006	6					70,000	*70,000*
Lake Itasca Community Park	04-PARK-007	6			400,000	400,000	400,000	*1,200,000*
Trott Brook Trail Corridor	04-PARK-014	5					4,015,000	*4,015,000*
Drinking Fountains/Misting Station	06-PARK-002	6	7,000	7,000	7,000	7,000		*28,000*
Shelter & Restroom Facilities	06-PARK-003	6	75,000					*75,000*
Community Building & Playground for Elmcrest Park	06-PARK-005	6	500,000					*500,000*
Redevelopment of Central Park	06-PARK-008	6	275,000				500,000	*775,000*
Irrigation for Titterud Park	06-PARK-010	6					76,000	*76,000*
Observation boardwalk - Lake Itasca	06-PARK-011	6			40,000			*40,000*
Rabbit Park Phase Two	06-PARK-012	6					125,000	*125,000*
Observation deck on the Mississippi east Dolomite	06-PARK-015	6					55,000	*55,000*
Mississippi River Park Development-Bridge location	06-PARK-016	6				750,000		*750,000*
Redevelopment of Hunters Hill	06-PARK-017	5					500,000	*500,000*
Trail Connections	06-PARK-019	6	650,000	400,000				*1,050,000*
Village Square Commons	07-PARK-001	6				3,000,000		*3,000,000*
Landscape Improvements for Parks	08-PARK-001	6	5,000	5,000	5,000	5,000	5,000	*25,000*
Mississippi River Regional Trail	08-PARK-002	6	600,000		1,650,000			*2,250,000*
Lake Ramsey Park	08-PARK-004	6				3,631,000		*3,631,000*
The Draw Ballfield	08-PARK-005	6				1,200,000		*1,200,000*
North Commons	08-PARK-006	6	40,000				545,000	*585,000*
Mississippi Skyway over TH10 Near rail Station	08-PARK-008	6		2,600,000				*2,600,000*
Multi-Sports Facility	09-PARK-001	6			475,000			*475,000*
Park Security Enhancements	11-PARK-001	6	15,000	20,000				*35,000*
Alpine Park Winter Facilities	11-PARK-003	6					2,500,000	*2,500,000*
The Draw Lighting Improvements	12-PARK-001	6	25,000					*25,000*
The Draw Entrance Monument	12-PARK-003	6	20,000					*20,000*
The Draw Water Quality Fountains	12-PARK-004	6	15,000					*15,000*
The Draw Grates	12-PARK-006	6	10,000					*10,000*
The Draw Building	12-PARK-007	6		75,000				*75,000*
McKinley Trail Connection to Anoka	12-PARK-008	6	20,000					*20,000*
Park Improvement Total			**2,257,000**	**3,157,000**	**2,577,000**	**8,993,000**	**9,091,000**	***26,075,000***
GRAND TOTAL			**2,257,000**	**3,157,000**	**2,577,000**	**8,993,000**	**9,091,000**	***26,075,000***

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact Unassigned

Project # **04-PARK-002**
Project Name **Elmcrest Creek Trail to Central Park**

Type Improvement
Useful Life 50 Years
Category Park Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$25,000**

Description

This trail would link Elmcrest Park to Central Park, the neighborhoods in between, and provide off-roadway trail experience within central Ramsey.

Justification

This trail development may be concurrent with development east of Central Park. Connecting the two community parks would reduce the need to replicate some facilities in both locations. The construction of the trail will coincide with residents subdividing their lots east of Ramsey Blvd, along the county ditch.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					300,000	300,000
Total					**300,000**	**300,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Landfill Trust Fund					75,000	75,000
Park Improvement Trust Fund					225,000	225,000
Total					**300,000**	**300,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-002**
Project Name	**Elmcrest Creek Trail to Central Park**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact Unassigned

Project # **04-PARK-003**
Project Name **Elmcrest Park Entrance & Signage**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$50,000**

Description

Entrance signing would consist of a sign and landscaping sited near the Quicksilver entrance timed with that areas' redevelopment and street construction.

Justification

The 100+ acre community park warrants an attractive entrance monument with landscape. Plus, it is expected there will continue to be events where in thousands of out-of-Ramsey visitors may only know Ramsey from their experience at Elmcrest Park.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		50,000				50,000
Total		**50,000**				**50,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund		50,000				50,000
Total		**50,000**				**50,000**

Capital Improvement Program

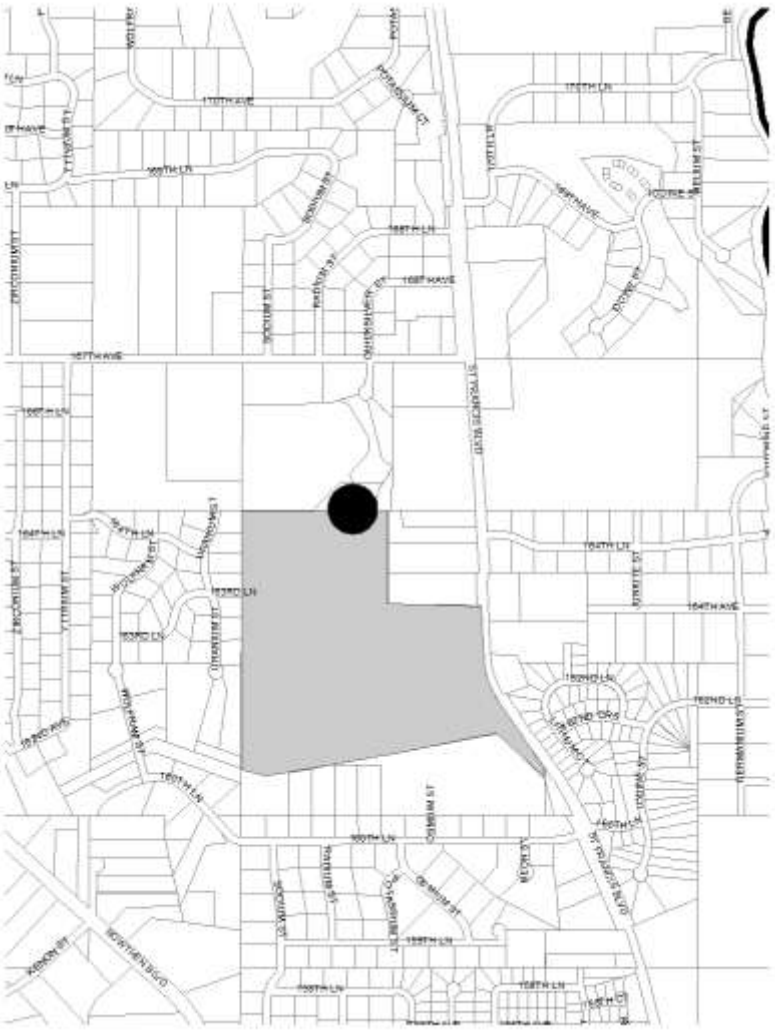
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-003**
Project Name	**Elmcrest Park Entrance & Signage**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Park Improvements
Contact Unassigned

Project # **04-PARK-006**
Project Name **Ford Brook Park Playground Equipment**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$70,000**

Description

Ford Brook Park is north of CR 27, east of TH 47 and borders Nowthen. The new playground would be within walking distance of about 100 existing homes.

Justification

The City has remained on a schedule of replacing existing play structures with ones that meet the Consumer Products Safety Commission guidelines for safety. This also results in a contemporary playground with more play value. City of Nowthen may be asked to participate financially.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					70,000	70,000
Total					**70,000**	**70,000**

Funding Sources	2013	2014	2015	2016	2017	Total
City of Nowthen					20,000	20,000
Park Improvement Trust Fund					50,000	50,000
Total					**70,000**	**70,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-006**
Project Name	**Ford Brook Park Playground Equipment**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact Unassigned

Project # **04-PARK-007**
Project Name **Lake Itasca Community Park**

Type Improvement
Useful Life 50 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,200,000**

Description

This project is intended to expand the existing, undeveloped Lake Itasca Park south to Alpine Drive, east of the lake to the west line of the adjacent subdivision. In addition, athletic fields may be sited south of Alpine Drive, east of Puma Street, if a concurrent development plan warrants it.

Justification

Properties south of Alpine Drive, both east and west of Puma Street will be proposed for development. It is this development that would provide the necessary park dedication funds for the first phase of construction, as well as contributing increased recreational demand.

The parcel south of Alpine Drive may also be sold to finance improvements in the park.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build			400,000	400,000	400,000	1,200,000
Total			**400,000**	**400,000**	**400,000**	**1,200,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund			400,000	400,000	400,000	1,200,000
Total			**400,000**	**400,000**	**400,000**	**1,200,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-007**
Project Name	**Lake Itasca Community Park**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Park Improvements
Contact Unassigned

Project # **04-PARK-014**
Project Name **Trott Brook Trail Corridor**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$4,015,000**

Description

The Trott Brook Trail Corridor extends from Elk River's Youth Athletic Complex near Jarvis Street and follows the brook easterly to Rum River Central Park about six miles away. The project would involve continued acquisition of scenic and trail easements, boardwalk and trail construction and natural resource enhancements.

Justification

This trail project would be predicated on significant planning leading up to construction and likely involve a Master Plan, as well as receiving grant monies for funding. The land around the brook is the largest and most contiguous undeveloped natural area within Ramsey. The City presently has about half of the land acquired (through Park Dedications and a LCCMR grant) to construct this trail.

This trail has a regional context. There is a trail proposed to connect Sherburne County and Ramsey to a metro regional park. This project may be a good canidate for Legacy Ammendment funding.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					4,015,000	4,015,000
Total					**4,015,000**	**4,015,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Grants and Aids					4,000,000	4,000,000
Landfill Trust Fund					15,000	15,000
Total					**4,015,000**	**4,015,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-014**
Project Name	**Trott Brook Trail Corridor**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # 06-PARK-002
Project Name Drinking Fountains/Misting Station

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$56,000**

Description

Installation of drinking fountains with pet water availability and misting stations in parks with municipal water availability.

Riverdale Park 2013; Woodland Green Park 2014; Central Parking Misting Station 2015; Bear Park 2016.

Justification

Drinking water - especially for active use areas and trail connecting points is very popular. In addition, residents and dog walkers have expressed appreciation for the pet stations.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
28,000	Improvements Other than Build	7,000	7,000	7,000	7,000		28,000
Total	**Total**	**7,000**	**7,000**	**7,000**	**7,000**		**28,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
28,000	Park Improvement Trust Fund	7,000	7,000	7,000	7,000		28,000
Total	**Total**	**7,000**	**7,000**	**7,000**	**7,000**		**28,000**

Capital Improvement Program

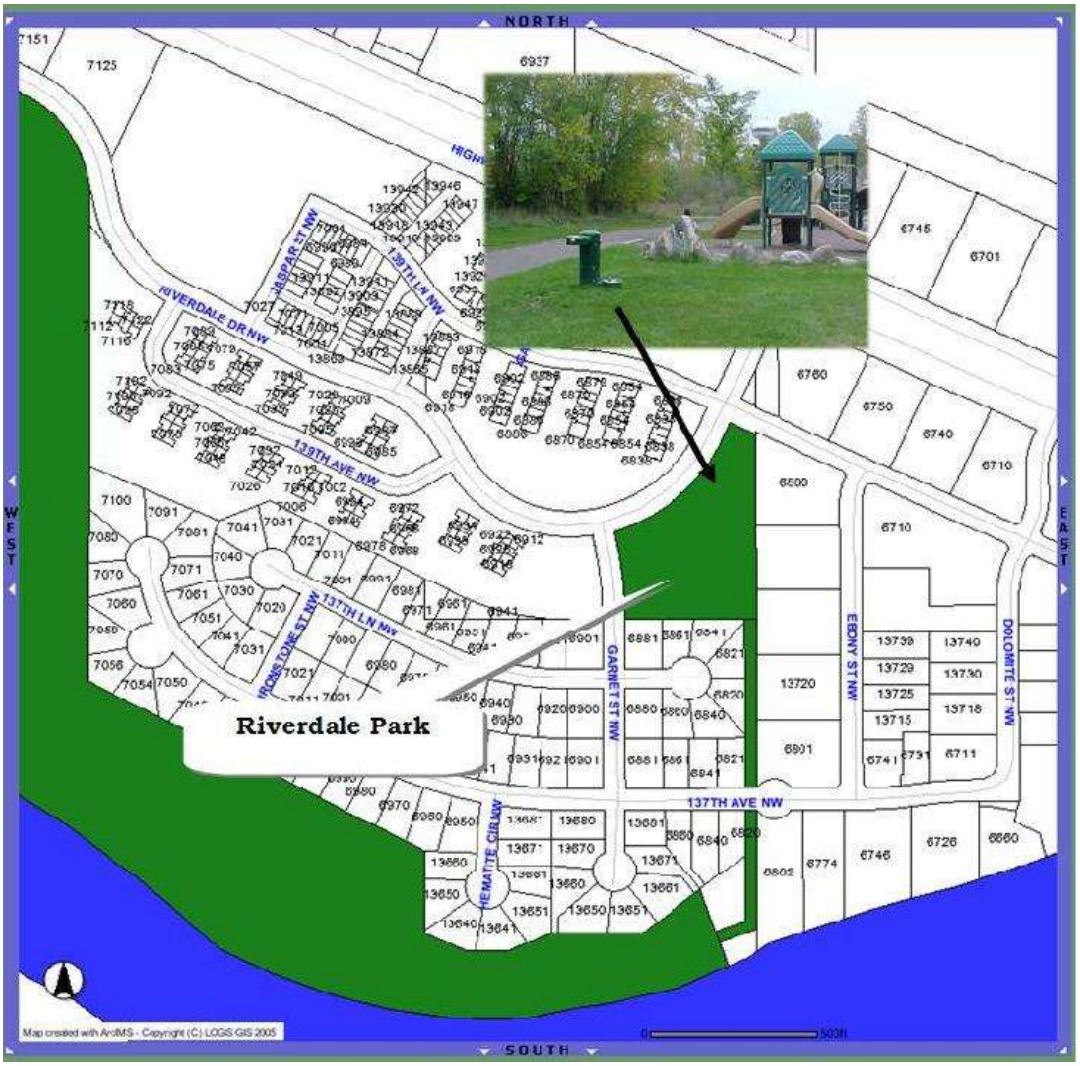
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-002**
Project Name	**Drinking Fountains/Misting Station**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **06-PARK-003**
Project Name **Shelter & Restroom Facilities**

Type Buildings
Useful Life 50 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$75,000**

Description

Permanent restroom facility in each of the high use parks. This is planned for Riverdale Park.

Justification

This endeavor would result in a permanent restroom facility in higher use parks and replace the plastic rental units.

The rental unit's cost approximately $50 per month in the neighborhood parks, and about $200 per month in the community parks. This particular restroom is also a local match for the Mississippi River Trail grant project (Anoka's King Island to Mississippi West Park); an estimated $650,000 project with administration and engineering funded by $380,204 in federal dollars.

Expenditures	2013	2014	2015	2016	2017	Total
Building Cost/Construction	75,000					75,000
Total	**75,000**					**75,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund	75,000					75,000
Total	**75,000**					**75,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-003**
Project Name	**Shelter & Restroom Facilities**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **06-PARK-005**
Project Name **Community Building & Playground for Elmcrest Park**

Type Buildings
Useful Life 50 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$500,000**

Description

Elmcrest Park multi-use building. Proposed joint project with the Ramsey Lions, youth athletic association, and other group(s).

Justification

Elmcrest Park will need a multi-use building, which includes certain site improvements such as water service, septic, landscape and irrigation with storage for the athletic groups using the facility. Sewer service will be extended when sewer lines are available.

The project is estimated at $500,000. $210,00 is intended to represent the city's share of a proposed joint building project with a non-municipal contribution (ARAA, etc). Careful design consideration will be required to ensure that the building will meet all of the community needs. Some design monies may be required in this process, prior to bidding.

Expenditures	2013	2014	2015	2016	2017	Total
Building Cost/Construction	500,000					500,000
Total	**500,000**					**500,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund	460,000					460,000
Youth Association	40,000					40,000
Total	**500,000**					**500,000**

Capital Improvement Program

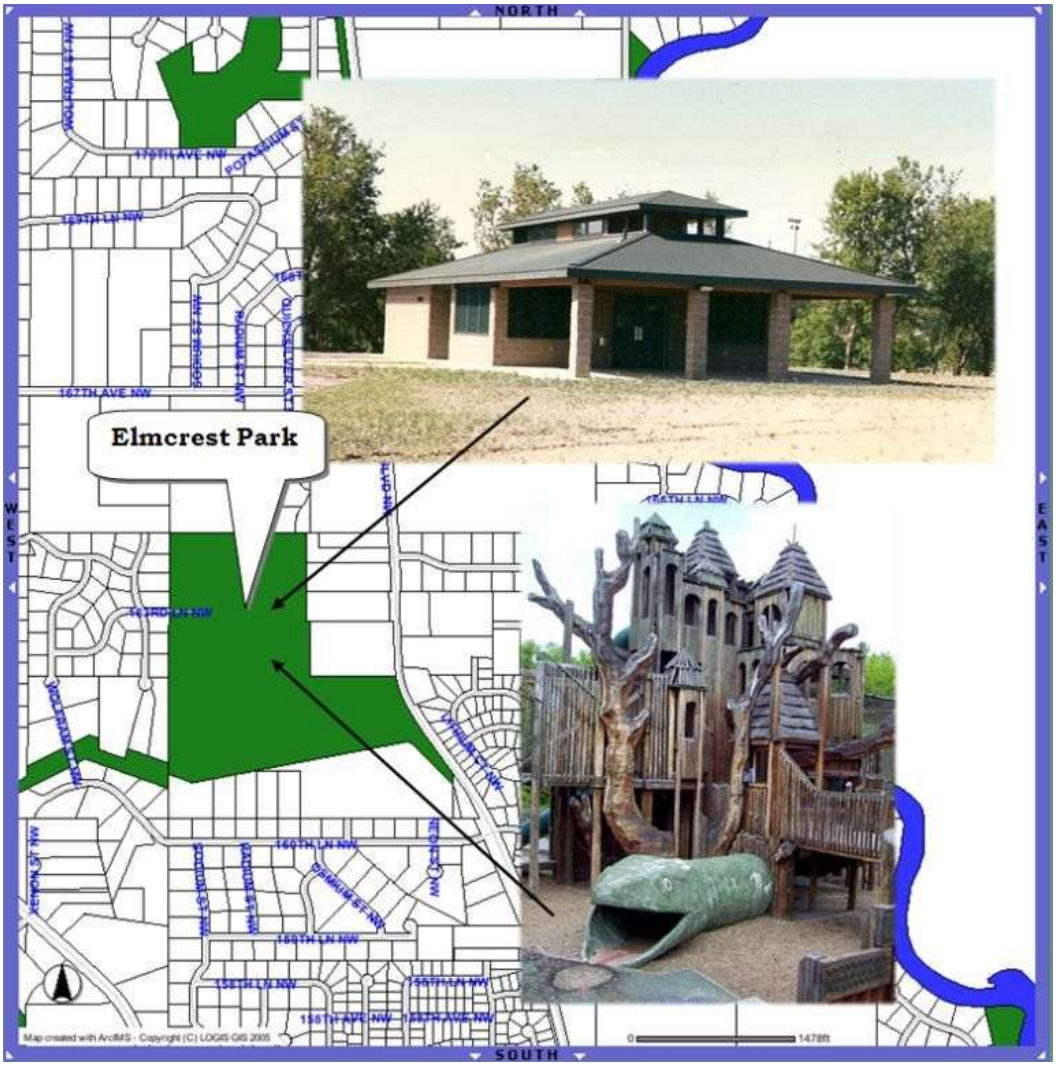
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-005**
Project Name	**Community Building & Playground for Elmcrest Park**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **06-PARK-008**
Project Name **Redevelopment of Central Park**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$775,000**

Description

The drive to the Park Center building would be extended to connect to Yolite Street and the proposed land use of the 35 acres east of the park.

This project is consists of two projects. For 2013 this consists of the extension of the parkway and outlet to the east. Projected for 2017 will be the installation of curbing around the parking lots. The cost of the 2013 program is $275,000.

Justification

Additional parking would occur along this new one way drive parkway, and some parking may be considered where the underutilized sedimentation basin currently exists, or this basin may be used for the adjoining land use, with the new parking occurring to the east.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	275,000				500,000	775,000
Total	**275,000**				**500,000**	**775,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund	275,000				250,000	525,000
Youth Association					250,000	250,000
Total	**275,000**				**500,000**	**775,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-008**
Project Name	**Redevelopment of Central Park**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **06-PARK-010**
Project Name **Irrigation for Titterud Park**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$76,000**

Description

Underground irrigation & 160 GPM well.

If municipal water is available, cost may be less.

Justification

Irrigation should be considered for this 13.5 acre park, and a part of this is the evaluation of a well versus connection to a municipal watermain. Both have advantages. The $40,000 represents the underground irrigation portion.

A 160 GPM well may cost about $18,000.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					76,000	76,000
Total					**76,000**	**76,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund					76,000	76,000
Total					**76,000**	**76,000**

Capital Improvement Program

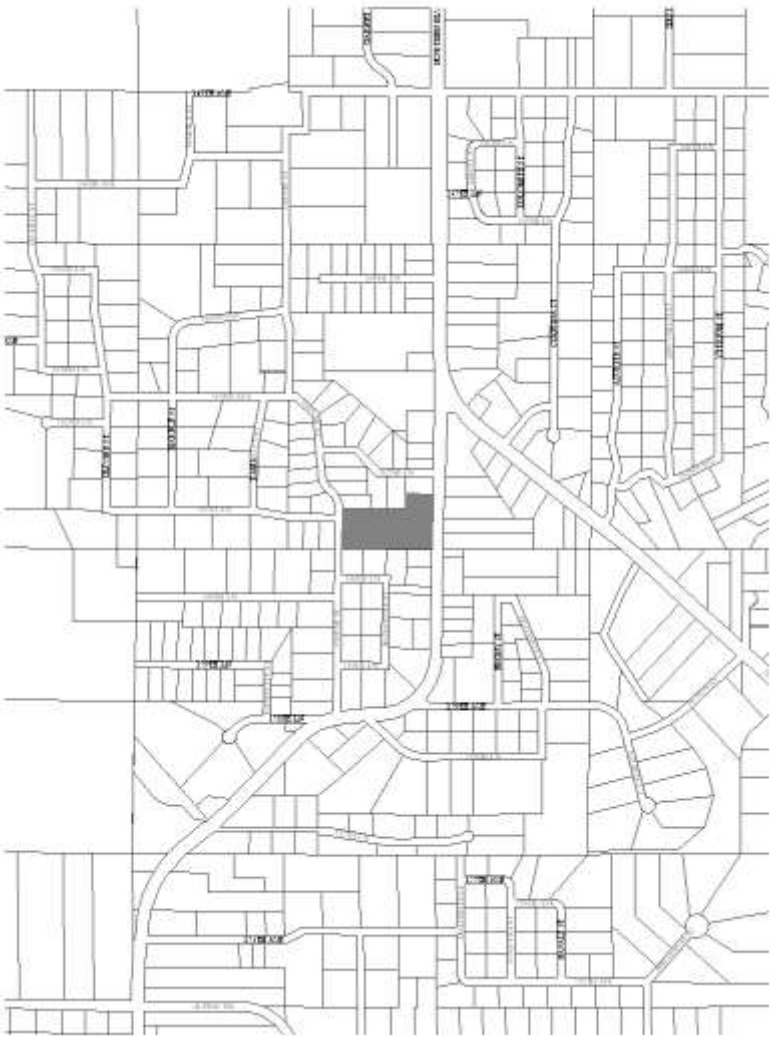
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-010**
Project Name	**Irrigation for Titterud Park**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **06-PARK-011**
Project Name **Observation boardwalk - Lake Itasca**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$40,000**

Description

Boardwalk in the southeast portion of the open water wetland.

Justification

Lake Itasca is an important destination for migratory waterfowl and other wetland fauna. A boardwalk in the southeast portion of the open water wetland will invite trail users to experience this and provides direct contact with the lake.

In addition, an observation area with seating (similar to the one in Wetland #114P), provides a point of relaxation on the several mile-long Lake Itasca Trail.

The construction would be done by in-house forces (including Department of Corrections forces) - thereby saving 60% of potential costs.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build			40,000			40,000
Total			**40,000**			**40,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Lawful Gambling Fund			40,000			40,000
Total			**40,000**			**40,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-011**
Project Name	**Observation boardwalk - Lake Itasca**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **06-PARK-012**
Project Name **Rabbit Park Phase Two**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$125,000**

Description

Well and underground irrigation.

Landscape improvements and an ag-lime infield for the ballfield.

Justification

Rabbit Park is a 5-acre neighborhood park with very basic features. The park's greatest need is irrigation. Therefore, the primary component of the proposed phase two project is a well and underground irrigation.

Landscape improvements would complete this project.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					125,000	125,000
Total					**125,000**	**125,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund					125,000	125,000
Total					**125,000**	**125,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-012**
Project Name	**Rabbit Park Phase Two**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **06-PARK-015**
Project Name **Observation deck on the Mississippi east Dolomite**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$55,000**

Description

On the south side of Riverdale Drive, east of Dolomite exists a storm water discharge point to the river. This project discusses an observation deck at the top of the bluff over the existing storm sewer easement, concurrent with the development of the land there.

Justification

This access may provide improved maintenance to the storm outlet, but the primary value would be to maintain contact with the river by residents for the remarkable view, and as a rest point along the National, Mississippi River Trail.

This project may be combined with development of adjacent property.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					55,000	55,000
Total					**55,000**	**55,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Lawful Gambling Fund					55,000	55,000
Total					**55,000**	**55,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-015**
Project Name	**Observation deck on the Mississippi east Dolomite**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **06-PARK-016**
Project Name **Mississippi River Park Development-Bridge location**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$750,000**

Description

This neighborhood park is proposed in the general vicinity of the proposed bridge crossing, along the banks of the river. The park would consist of the usual park amenities, as well as open space that may be shared with adjoining new and existing residential land use.

The funding and the timing of the park development would be concurrent with the subdivision of the land.

This park may also serve as a trailhead for a trail (to be built with the bridge construction), that will connect Hennepin County, and the Three Rivers Park District.

Justification

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build				750,000		750,000
Total				**750,000**		**750,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund				750,000		750,000
Total				**750,000**		**750,000**

Capital Improvement Program

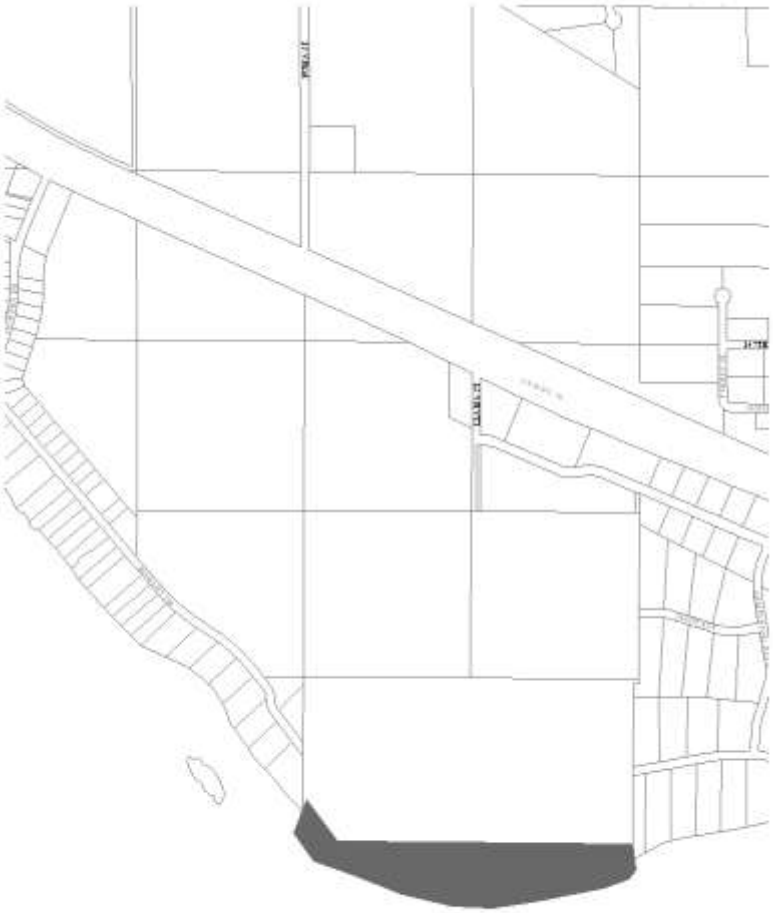
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-016**
Project Name	**Mississippi River Park Development-Bridge location**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **06-PARK-017**
Project Name **Redevelopment of Hunters Hill**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$500,000**

Description

Concurrent with any redevelopment of the subdivisions around the existing Hunters Hill Park would be an opportunity to bring improvements to the underutilized Hunters Hill Park. The funding would be from any new units shared. Open space connections within a redeveloped area may also be considered.

Justification

Should redevelopment occur in this area; it is likely densities will greatly increase. This, coupled with the commercial and light industrial uses in the area will create the need for a lunch break destination - as well the residential recreational demand.

This park is in the study of underutilized properties that could be sold.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					500,000	500,000
Total					**500,000**	**500,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund					500,000	500,000
Total					**500,000**	**500,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-017**
Project Name	**Redevelopment of Hunters Hill**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **06-PARK-019**
Project Name **Trail Connections**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,050,000**

Description

This project consists of the installation of several high priority connections linking segments of the city's trail system.

-Alpine Park to Sweetbay Ridge (2013)
-CR#83 from 167th Lane to Alpine Drive to Lake Itasca (2013)
-Hwy 47 from Trott Brook Cemetery to Elmcrest Park Trail (2013)

Justification

The increase demand in use of the city's trail system requires the continued development of the trail system.

Resident requests for improved trail system connections are reflected in these priority projects. The trails will also move people off high speed roadways and improve transportation and safety.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	650,000	400,000				1,050,000
Total	**650,000**	**400,000**				**1,050,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Grants and Aids	100,000	100,000				200,000
Park Improvement Trust Fund	550,000	300,000				850,000
Total	**650,000**	**400,000**				**1,050,000**

Capital Improvement Program

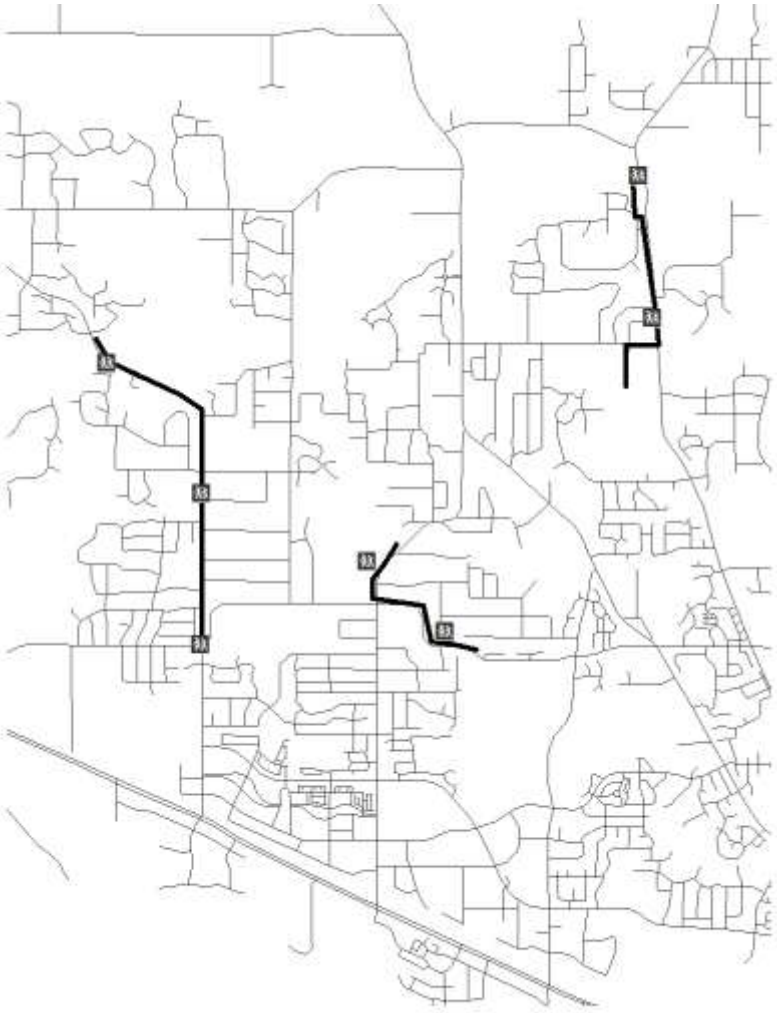
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**06-PARK-019**
Project Name	**Trail Connections**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **07-PARK-001**
Project Name **Village Square Commons**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$3,000,000**

Description

Development of the 2-acre Village Square Commons in the COR

Justification

This urban park-space may be the most prominent park space within the COR - due to its visibility along Sunwood Drive, and its relationship to the Municipal Center and transit hub.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build				3,000,000		3,000,000
Total				**3,000,000**		**3,000,000**

Funding Sources	2013	2014	2015	2016	2017	Total
GO Bonding				2,700,000		2,700,000
Grants and Aids				300,000		300,000
Total				**3,000,000**		**3,000,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**07-PARK-001**
Project Name	**Village Square Commons**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **08-PARK-001**
Project Name **Landscape Improvements for Parks**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$30,000**

Description

Purchase landscape materials for installation in parks by volunteers.

Justification

The City can leverage improvements by working with volunteer groups that will plant the materials supplied by the City.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
5,000	Improvements Other than Build	5,000	5,000	5,000	5,000	5,000	25,000
Total	**Total**	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**	**25,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
5,000	Park Improvement Trust Fund	5,000	5,000	5,000	5,000	5,000	25,000
Total	**Total**	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**	**25,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**08-PARK-001**
Project Name	**Landscape Improvements for Parks**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **08-PARK-002**
Project Name **Mississippi River Regional Trail**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,250,000**

Description

This trail will parallel the Mississippi River from Elk River to Anoka, passing through Mississippi West Regional Park. Trail connections are being completed that connect Ramsey to the Twin Cities - and south to Hastings as part of the National Mississippi River Trail.

The 2013 work will construct the trail from Anoka to Mississippi West Park. A trail grant application has been submitted for $1,600,000 to be considered a federally funded project in 2015. This will be applied to construct the trail from Mississippi River Regrional Trail to Elk River. Anoka County Parks will provide the local match.

Justification

A detailed feasibility study has been prepared. The total project is estimated at $2,250,000.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	600,000		1,650,000			2,250,000
Total	**600,000**		**1,650,000**			**2,250,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Grants and Aids	600,000		1,650,000			2,250,000
Total	**600,000**		**1,650,000**			**2,250,000**

Capital Improvement Program

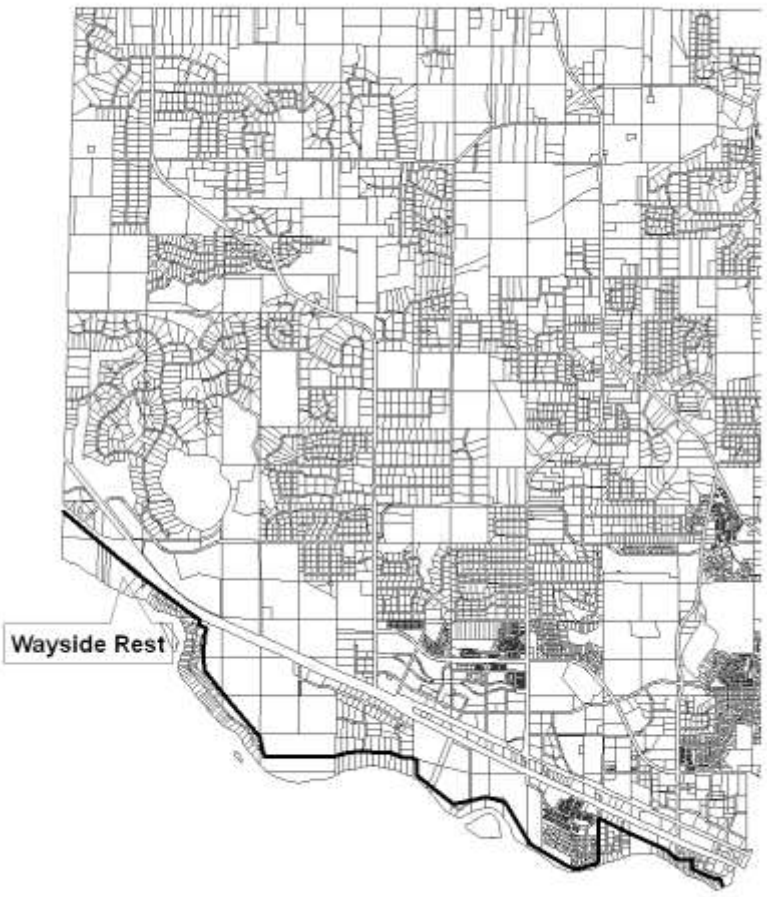
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**08-PARK-002**
Project Name	**Mississippi River Regional Trail**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **08-PARK-004**
Project Name **Lake Ramsey Park**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$3,631,000**

Description

This project will provide recreational opportunities and open space on the west side of the COR including the development of "lake" and possibly beach with wading area.

Justification

The open space and recreation elements associated with the original RTC plan are being preserved in the new COR concept. This project will also generate needed fill by excavation for the water feature for the development areas of the COR.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build				3,631,000		3,631,000
Total				**3,631,000**		**3,631,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Developer Fees				3,631,000		3,631,000
Total				**3,631,000**		**3,631,000**

Capital Improvement Program

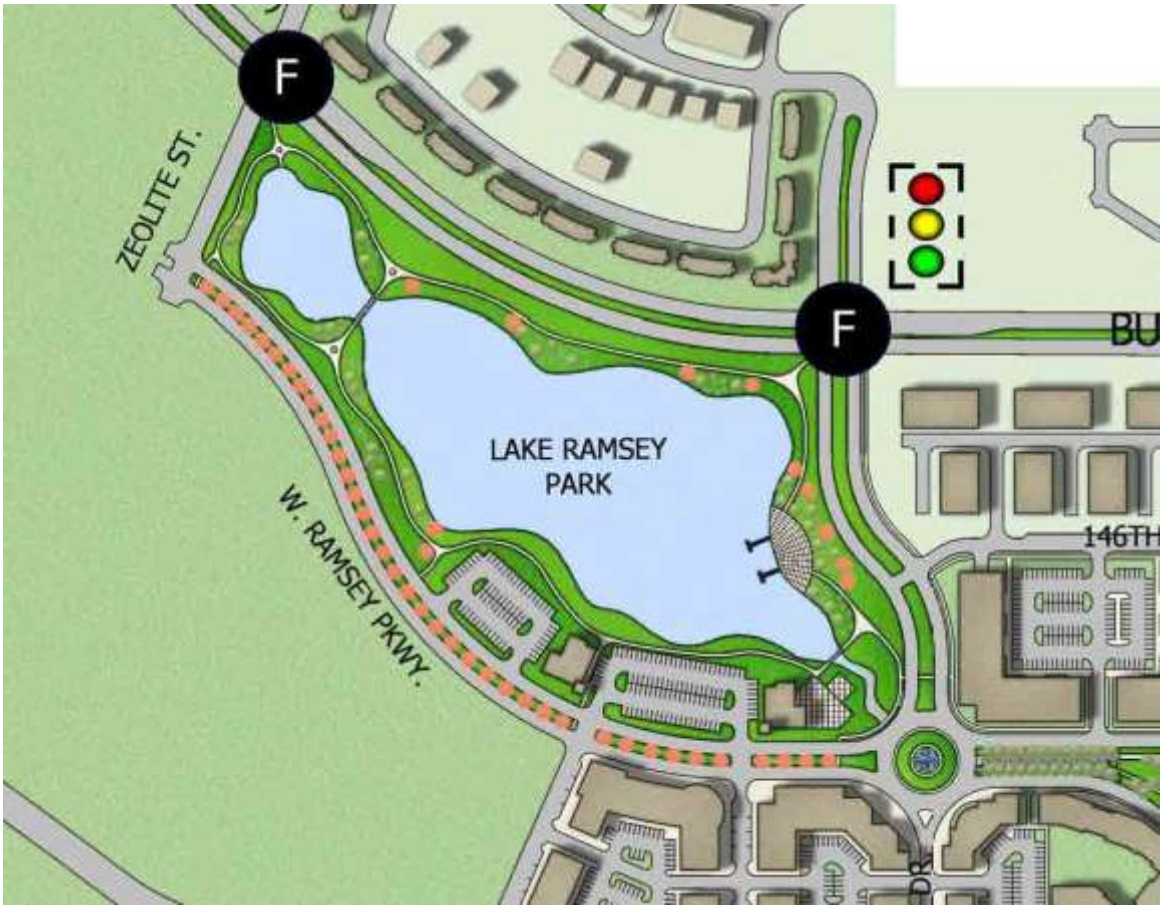
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**08-PARK-004**
Project Name	**Lake Ramsey Park**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **08-PARK-005**
Project Name **The Draw Ballfield**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,350,000**

Description

Located on the east side of Rhinestone Street and south of East Ramsey Parkway, this park currently has ball fields with backstops , irrigation and perimeter sidewalks. Additional improvement will include a playground and pavilion with restrooms in 2016.

Justification

This park is part of the Master Plan for the COR. The ballfield is used by PACT charter school during the day and available for public use in the evening.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
150,000	Improvements Other than Build				1,200,000		1,200,000
Total	**Total**				**1,200,000**		**1,200,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
150,000	Developer Fees				1,200,000		1,200,000
Total	**Total**				**1,200,000**		**1,200,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**08-PARK-005**
Project Name	**The Draw Ballfield**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **08-PARK-006**
Project Name **North Commons**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$600,000**

Description

This park is platted on the north side of Bunker Lake Blvd.

Justification

Park plans show a sliding hill, parking, a playground, and a community garden.

Project development was started in 2012 with grading, irrigation, and tree plantings.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
15,000	Improvements Other than Build	40,000				545,000	585,000
Total	**Total**	**40,000**				**545,000**	**585,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
15,000	Developer Fees					545,000	545,000
Total	Lawful Gambling Fund	40,000					40,000
	Total	**40,000**				**545,000**	**585,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**08-PARK-006**
Project Name	**North Commons**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **08-PARK-008**
Project Name **Mississippi Skyway over TH10 Near rail Station**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,600,000**

Description

This bridge will connect the COR to the trail to the Mississippi River along the storm sewer outfall and serve as a regional trail connection between the Northstar Rail Station and Mississippi West Reional Park.

Justification

The COR is designed to be pedestrian friendly. This bridge will provide a connection to West Mississippi Regional Park and the regional trail. Further, the rail and highway crossing will allow residents to access the commuter rail and the COR without adding automobile trips to Hwys #10 and #169.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		2,600,000				2,600,000
Total		**2,600,000**				**2,600,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Grants and Aids		2,600,000				2,600,000
Total		**2,600,000**				**2,600,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**08-PARK-008**
Project Name	**Mississippi Skyway over TH10 Near rail Station**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **09-PARK-001**
Project Name **Multi-Sports Facility**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$475,000**

Description

This project contemplates construction of an inflatable dome for indoor practices, soccer, football, baseball, softball, etc. One location for consideration is Lake Itasca Park south of Alpine Drive near Puma Street.

Justification

The youth Athletic Associations have indicated a need for this type of facility. They currently use facilities in surrounding City's when it is available.

The building would be placed in an existing park with parking facilities. The 400' x 120' structure will provide indoor practice and game areas for many sports.

The proposed project would move into a planning stage if a community center is not forecast for a similar time frame. The committed annual revenue from youth athletics can pay back some of the facility expense. Synthetic turf must be considered for this facility as part of the planning process.

Expenditures	2013	2014	2015	2016	2017	Total
Building Cost/Construction			475,000			475,000
Total			**475,000**			**475,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund			475,000			475,000
Total			**475,000**			**475,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**09-PARK-001**
Project Name	**Multi-Sports Facility**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **11-PARK-001**
Project Name **Park Security Enhancements**

Type Improvement
Useful Life 20
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$35,000**

Description

This project would include the installation of cameras in park locations experiencing vandalism and security concerns, specifically Sunfish Lake Park and the Skate Park area at Alpine Park (2012) and The Draw Park (2013).

Justification

This project would reduce the incidence of vandalism and increase security.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	15,000	20,000				35,000
Total	**15,000**	**20,000**				**35,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund	15,000	20,000				35,000
Total	**15,000**	**20,000**				**35,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**11-PARK-001**
Project Name	**Park Security Enhancements**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **11-PARK-003**
Project Name **Alpine Park Winter Facilities**

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,500,000**

Description

This project shall include the construction of a chalet/warming house capable of facilitating winter equipment rentals and vending. Improvements will also include the expansion of the existing parking lot, and the construction of refrigerated rinks.

Justification

This warming house will function as a hub for winter recreation in the city with ice skating, sliding, and cross-country ski trails. Further, the existing warming house and rinks at Ramsey Elementary are in sub-standard condition and would be discontinued under this proposal.

Expenditures	2013	2014	2015	2016	2017	Total
Building Cost/Construction					750,000	750,000
Improvements Other than Build					1,750,000	1,750,000
Total					**2,500,000**	**2,500,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund					2,500,000	2,500,000
Total					**2,500,000**	**2,500,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**11-PARK-003**
Project Name	**Alpine Park Winter Facilities**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **12-PARK-001**
Project Name **The Draw Lighting Improvements**

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$25,000**

Description

Adding lighting improvements to the recently constructed (2010) Draw Park.

Justification

The basic elements of Draw Park were completed in 2010. Users of the park have pointed out some areas with inadequate lighting. This project will add lighting to make the park more user friendly. Areas to be lit include the stairs in the amphitheater and the path along the south edge of the amphitheater.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	25,000					25,000
Total	**25,000**					**25,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Lawful Gambling Fund	25,000					25,000
Total	**25,000**					**25,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**12-PARK-001**
Project Name	**The Draw Lighting Improvements**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **12-PARK-003**
Project Name **The Draw Entrance Monument**

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

Adding an entrance monument(s) to the recently constructed (2010) park.

Justification

This project will create entrance monument(s) at The Draw aiding park patrons in locating the farmers market, concerts, and soccer and ballfield games.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	20,000					20,000
Total	**20,000**					**20,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund	20,000					20,000
Total	**20,000**					**20,000**

Capital Improvement Program

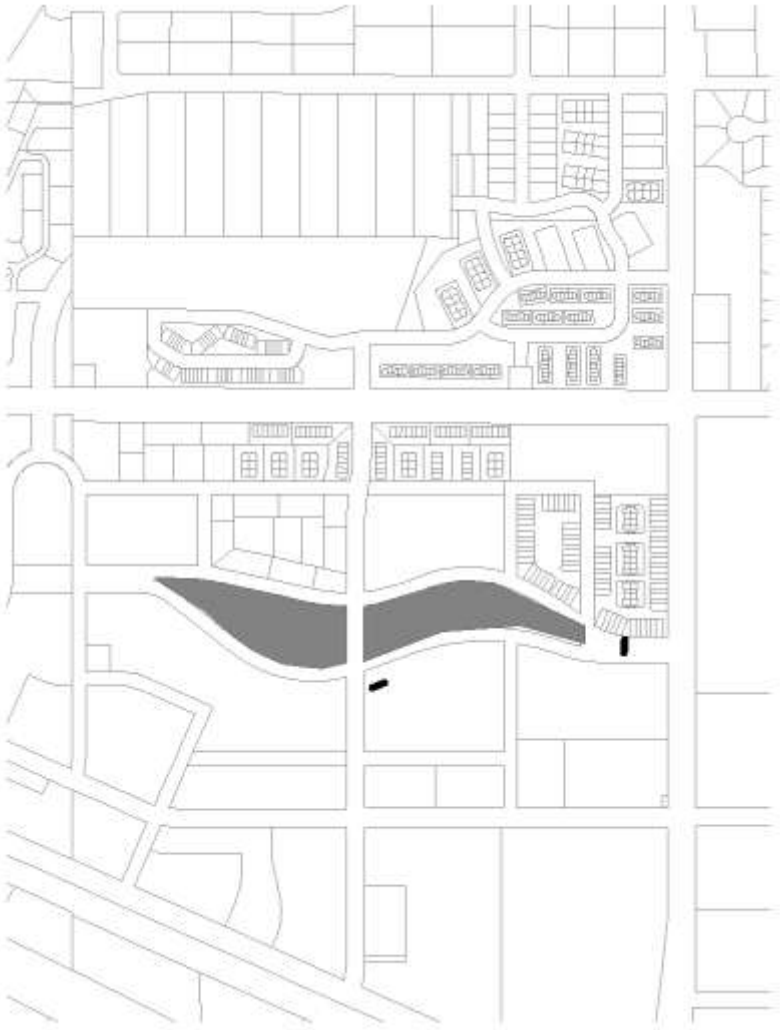
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**12-PARK-003**
Project Name	**The Draw Entrance Monument**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **12-PARK-004**
Project Name **The Draw Water Quality Fountains**

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$15,000**

Description

Adding airation fountains to the recently constructed (2010) park.

Justification

This project will install fountains in the pond to circulate the water and improve water quality.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	15,000					15,000
Total	**15,000**					**15,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund	15,000					15,000
Total	**15,000**					**15,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**12-PARK-004**
Project Name	**The Draw Water Quality Fountains**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **12-PARK-006**
Project Name **The Draw Grates**

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$10,000**

Description

Adding stormwater grates to the recently constructed (2010) park.

Justification

This project will install grates over the pipes in the stormwater spreaders. The pipes do not have grates to prevent people and animals from entering the pipes.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	10,000					10,000
Total	**10,000**					**10,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund	10,000					10,000
Total	**10,000**					**10,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**12-PARK-006**
Project Name	**The Draw Grates**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **12-PARK-007**
Project Name **The Draw Building**

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$75,000**

Description

Add building structure to the recently constructed (2010) Draw Park.

Justification

This project will install a building that can serve as a warming shelter for ice skaters and a summer gathering spot.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		75,000				75,000
Total		**75,000**				**75,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund		75,000				75,000
Total		**75,000**				**75,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**12-PARK-007**
Project Name	**The Draw Building**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements
Contact

Project # **12-PARK-008**
Project Name **McKinley Trail Connection to Anoka**

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

Construct Trail along McKinley extension to connect to Anoka City Limits.

Justification

This project will construct a trail in the industrial park from the intersection of Radium and McKinley to McKinley Street in Anoka, providing non-motorized connectivity between the two cities. This project was identified as a priority at the joint Anoka and Ramsey City Council Meeting.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	20,000					20,000
Total	**20,000**					**20,000**

Funding Sources	2013	2014	2015	2016	2017	Total
City of Anoka	10,000					10,000
Park Improvement Trust Fund	10,000					10,000
Total	**20,000**					**20,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Park Improvements

Contact

Project #	**12-PARK-008**
Project Name	**McKinley Trail Connection to Anoka**



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SEWER UTILITY IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Sewer Utility Improvement								
Abandon Liftstation Wildlife Sanctuary	04-SEW-001	6					352,000	*352,000*
Septage Discharge Station	04-SEW-007	6				113,500		*113,500*
Northeast Sanitary Sewer & Watermain Ext	05-SEW-001	6					3,495,805	*3,495,805*
West Mississippi Park Sewer Service	08-SEW-002	6			170,000			*170,000*
Abandon Lift Station River Pines	08-SEW-004	6					45,000	*45,000*
Replace Cabinet at Lift Station 1	12-SEW-001	6	40,000					*40,000*
Fire Station 1 Sanitary Sewer Service	12-SEW-002	6		20,000				*20,000*
Extend Sewer from Armstrong to Traprock	12-SEW-003	6	202,500					*202,500*
Sewer Utility Improvement Total			**242,500**	**20,000**	**170,000**	**113,500**	**3,892,805**	***4,438,805***
GRAND TOTAL			**242,500**	**20,000**	**170,000**	**113,500**	**3,892,805**	***4,438,805***

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility
Contact Unassigned

Project # **04-SEW-001**
Project Name **Abandon Liftstation Wildlife Sanctuary**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$352,000**

Description

This project involves extending a sanitary sewer approximately 1500' to the Wildlife Sanctuary lift station. This lift station can then be abandoned. This project will include easement acquisition.

Justification

The abandonment of a lift station will eliminate the perpetual costs of power, daily inspection, mechanical maintenance and the eventual replacement of this mechanized system.

This project will be integrated with development of the adjacent property.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition					50,000	50,000
Building Cost/Construction					302,000	302,000
Total					**352,000**	**352,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Sewer Utility Fund					352,000	352,000
Total					**352,000**	**352,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility

Contact Unassigned

Project #	**04-SEW-001**
Project Name	**Abandon Liftstation Wildlife Sanctuary**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility
Contact Unassigned

Project # **04-SEW-007**
Project Name **Septage Discharge Station**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$113,500**

Description

This project will construct a facility which will allow septic tank pumpers to discharge septage into the sanitary sewer system. The facility will be located at the Public Works Facility.

Note to reviewers:

Met Council is constructing a facility in Fridley to serve the north metro.

Justification

The City of Ramsey has the highest number of septic systems in the 7 County Metropolitan Area. An efficient, well-located facility should reduce septic pumping costs for City residents. Project costs will be offset from revenues.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build				113,500		113,500
Total				**113,500**		**113,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Sewer Utility Fund				113,500		113,500
Total				**113,500**		**113,500**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility

Contact Unassigned

Project #	**04-SEW-007**
Project Name	**Septage Discharge Station**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility
Contact Unassigned

Project # **05-SEW-001**
Project Name **Northeast Sanitary Sewer & Watermain Ext**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$3,495,805**

Description

To provide municipal sanitary sewer and water service to a service area northeast of its current location south of the intersection of Sunfish Boulevard and Nowthen Boulevard.

Total Cost $3,495,805 (20 year @4.5%) $5,374,880 with interest

Justification

The City has had a feasibility study prepared that has indentified the alignment of sewer and watermain necessary to service this property. The redevelopment of the 167th and TH 47 area has been identified as a Strategic development goal.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					3,495,805	3,495,805
Total					**3,495,805**	**3,495,805**

Funding Sources	2013	2014	2015	2016	2017	Total
Revenue Bonding					3,495,805	3,495,805
Total					**3,495,805**	**3,495,805**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility

Contact Unassigned

Project #	**05-SEW-001**
Project Name	**Northeast Sanitary Sewer & Watermain Ext**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Sewer Utility
Contact

Project # **08-SEW-002**
Project Name **West Mississippi Park Sewer Service**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$170,000**

Description

West Mississippi Park is expected to develop and will require sanitary sewer service.

Total water & sewer improvements - $310,000.

Justification

It is anticipated West Mississippi Park will be developed and will require sewer and water service. This project will provide the sewer service for the park improvements. The schedule for this work will be coordinated with the park improvements and will not proceed independently.

This work will be coordinated with construction of a frontage road south of TH 10.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build			170,000			170,000
Total			**170,000**			**170,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Sewer Utility Fund			170,000			170,000
Total			**170,000**			**170,000**

Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Sewer Utility

Contact

Project #	**08-SEW-002**
Project Name	**West Mississippi Park Sewer Service**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility
Contact

Project # **08-SEW-004**
Project Name **Abandon Lift Station River Pines**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$45,000**

Description

This project involves extending the gravity sewer from Rum River Meadows to the River Pines Lift Station and abandoning the River Pines Lift Station.

Total Project $120,000

Justification

The abandonment of a lift station will eliminate the perpetual costs of power, daily inspection, mechanical maintenance and the eventual replacement of this mechanized system.

This project will be integrated with the Rum River Prairie project.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					45,000	45,000
Total					**45,000**	**45,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Sewer Utility Fund					45,000	45,000
Total					**45,000**	**45,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility

Contact

Project #	**08-SEW-004**
Project Name	**Abandon Lift Station River Pines**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility
Contact

Project # **12-SEW-001**
Project Name **Replace Cabinet at Lift Station 1**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$40,000**

Description

Lift Station 1 is located at Dolomite and 137th Avenue and was the first lift station installed

Justification

Lift Station 1 was installed in 1990. Improvements in control technology has required installation of a new cabinet. The original cabinet is outdated and in need of replacement

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	40,000					40,000
Total	**40,000**					**40,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Sewer Utility Fund	40,000					40,000
Total	**40,000**					**40,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility

Contact

Project #	**12-SEW-001**
Project Name	**Replace Cabinet at Lift Station 1**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility
Contact

Project # **12-SEW-002**
Project Name **Fire Station 1 Sanitary Sewer Service**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

Sanitary Sewer was extended to the Fire Station Property in 2011. This project will extend sanitary sewer into the fire station in conjunction with City Water.

Justification

Extending sanitary sewer will allow removal of the septic tank and drainfield.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		20,000				20,000
Total		**20,000**				**20,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Sewer Utility Fund		20,000				20,000
Total		**20,000**				**20,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility

Contact

Project #	**12-SEW-002**
Project Name	**Fire Station 1 Sanitary Sewer Service**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility
Contact

Project # **12-SEW-003**
Project Name **Extend Sewer from Armstrong to East of Alpaca**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$202,500**

Description

The City is applying for a grant to extend Riverdale Drive from Alpaca to Traprock street. This project will install sanitary sewer to serve new development in conjunction with construction of the street.

Justification

Constructing the sanitary sewer in conjunction with the street will eliminate the need to dig up the road in the future.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	202,500					202,500
Total	**202,500**					**202,500**

Funding Sources	2013	2014	2015	2016	2017	Total
Sewer Utility Fund	202,500					202,500
Total	**202,500**					**202,500**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Sewer Utility

Contact

Project #	**12-SEW-003**
Project Name	**Extend Sewer from Armstrong to East of Alpaca**



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SITE ACQUISITION

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Site Acquisition								
Sixth Community Park (north central Ramsey)	06-ACQ-001	6				1,000,000		*1,000,000*
Acquire outlots "A" in Rivers Bluff and Reilly Est	06-ACQ-002	5					20,000	*20,000*
Bunker Lake Extension Prop ROW to Alpine Drive	07-ACQ-003	6			1,500,000			*1,500,000*
Site Acquisition for Water Treatment Plant	07-ACQ-004	6			1,000,000			*1,000,000*
Alpaca Estates Outlot	08-ACQ-002	6				35,000		*35,000*
Land for Future Fire Station #4	09-ACQ-006	6		100,000				*100,000*
Site Acquisition Total				**100,000**	**2,500,000**	**1,035,000**	**20,000**	***3,655,000***
GRAND TOTAL				**100,000**	**2,500,000**	**1,035,000**	**20,000**	***3,655,000***

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions
Contact

Project # **06-ACQ-001**
Project Name **Sixth Community Park (north central Ramsey)**

Type Land
Useful Life Unassigned
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$1,000,000**

Description

The park location has not been determined, but may be expected to be sited north of Trott Brook and generally geographically central.

The park should have a minimum of 60 acres of usable land.

Justification

Given the projected build-out of Ramsey, it is anticipated that a sixth Community Park will be required to meet the needs of the existing and future residents.

A joint powers agreement for funding and O & M may be explored with Burns Township.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition				1,000,000		1,000,000
Total				**1,000,000**		**1,000,000**

Funding Sources	2013	2014	2015	2016	2017	Total
City of Nowthen				0		0
Park Improvement Trust Fund				1,000,000		1,000,000
Total				**1,000,000**		**1,000,000**

Capital Improvement Program

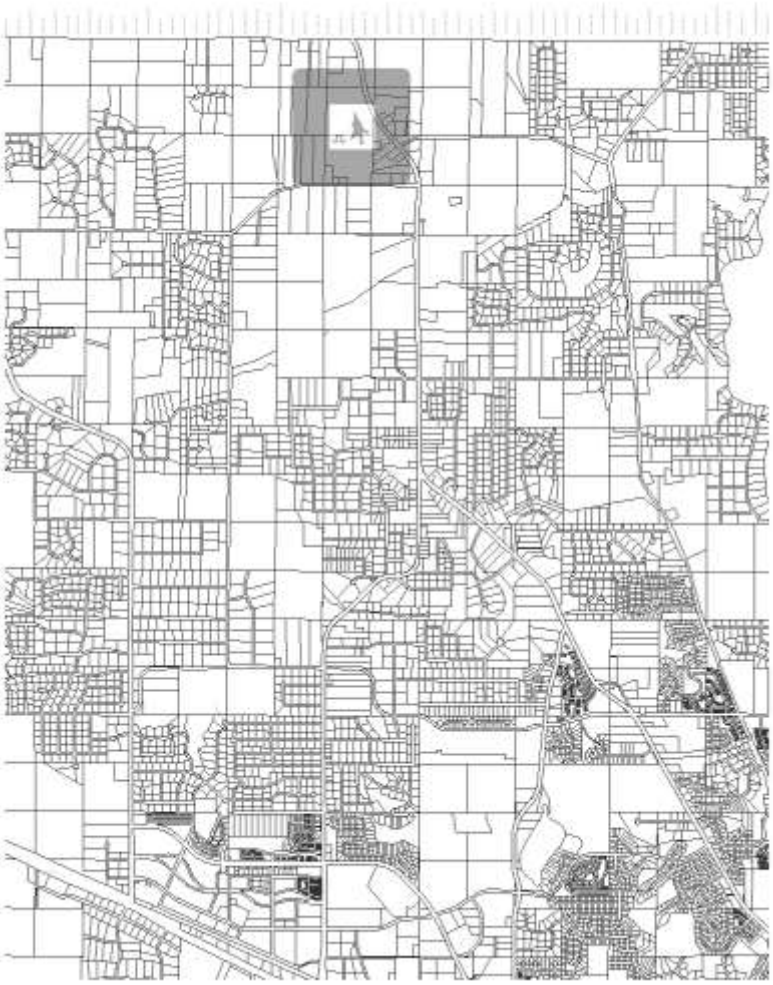
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions

Contact

Project #	**06-ACQ-001**
Project Name	**Sixth Community Park (north central Ramsey)**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions
Contact

Project # 06-ACQ-002
Project Name Acquire outlots "A" in Rivers Bluff and Reilly Est

Type Land
Useful Life Unassigned
Category Site Acquisition
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$20,000**

Description

Along the Rum River in the central part of the city are separate outlots owned by two homeowners associations. Both are very attractive, wooded parcels and connected to existing trail corridors. This project may entail the donation of the land in exchange for passive improvements such as trails, picnic areas or fishing.

Justification

The associations would benefit by realizing these amenities near their homes. The $20,000 expense represents an estimate for real-estate transaction costs, and perhaps park planning to promote the donation. The park plans would generate the development cost projections.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition					20,000	20,000
Total					**20,000**	**20,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund					20,000	20,000
Total					**20,000**	**20,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions

Contact

Project #	**06-ACQ-002**
Project Name	**Acquire outlots "A" in Rivers Bluff and Reilly Est**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Site Acquisitions
Contact

Project # **07-ACQ-003**
Project Name **Bunker Lake Extension Prop ROW to Alpine Drive**

Type Land
Useful Life
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$1,500,000**

Description

This project consists of the extension of Bunker Lake Blvd from the limit of Project 07-ACQ-001 at Puma Street westward to Alpine Drive.

Justification

This street extension would provide a second collector access to the development to the east as well as providing access to addition lands west of Puma Street.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition			1,500,000			1,500,000
Total			**1,500,000**			**1,500,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Developer Fees			1,500,000			1,500,000
Total			**1,500,000**			**1,500,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions

Contact

Project #	**07-ACQ-003**
Project Name	**Bunker Lake Extension Prop ROW to Alpine Drive**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions
Contact

Project # **07-ACQ-004**
Project Name **Site Acquisition for Water Treatment Plant**

Type Land
Useful Life
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$1,000,000**

Description

The Comprehensive water plan identified the need for a water treatment plant to serve the water demand for the City. Site acquisition should be started so that the site is available when design of the plant is authorized.

This work should include negotiating first right of refusal for the property.

The process will include acquisition of the River bank intake and transmission line route.

Justification

The treatment plant will provide more aesthetically pleasing water, eliminate staining, reduce fouling of water softness and improve the taste and odor of the water. With iron removed, the use of polyphosphate can be reduced or eliminated, resulting in an environmental benefit.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition			1,000,000			1,000,000
Total			**1,000,000**			**1,000,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Water Utility Fund			1,000,000			1,000,000
Total			**1,000,000**			**1,000,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions

Contact

Project #	**07-ACQ-004**
Project Name	**Site Acquisition for Water Treatment Plant**



Revised 10/2012

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions
Contact

Project # **08-ACQ-002**
Project Name **Alpaca Estates Outlot**

Type Land
Useful Life
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$35,000**

Description

This lot was not large enough to build on when the plat was filed.

Justification

This lot was the subject of a development proposal to build a single family home. The proposal was denied. Acquisition of this outlot would provide river access in this area.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition				35,000		35,000
Total				**35,000**		**35,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Park Improvement Trust Fund				35,000		35,000
Total				**35,000**		**35,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions

Contact

Project #	**08-ACQ-002**
Project Name	**Alpaca Estates Outlot**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions
Contact

Project # **09-ACQ-006**
Project Name **Land for Future Fire Station #4**

Type Land
Useful Life
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$100,000**

Description

Acquisition of property for future fire station #4.

Justification

Even with the Nowthen/Ramsey joint fire service agreement, a location for a 3rd Ramsey Fire Station should continue to be looked at. Location would be centralized in the upper 1/3 of Ramsey.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition		100,000				100,000
Total		**100,000**				**100,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Facility Fund		100,000				100,000
Total		**100,000**				**100,000**

Capital Improvement Program

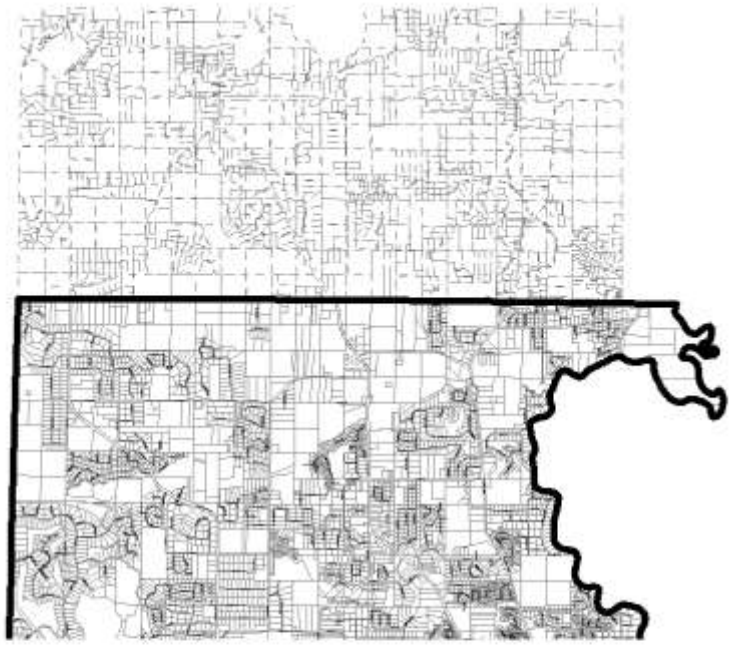
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Site Acquisitions

Contact

Project #	**09-ACQ-006**
Project Name	**Land for Future Fire Station #4**



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STORM WATER UTILITY IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Storm Water Utility Improvement								
Annual Sediment Pond Cleaning	04-STRM-004	6	25,000	25,000	25,000	25,000	25,000	*125,000*
County Ditch #43 Cleaning	04-STRM-005	6				150,000		*150,000*
RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STRM-011	6		560,000				*560,000*
West Mississippi Outlet	04-STRM-014	5					250,000	*250,000*
Annual Drainage Enhancements	11-STRM-001	6	75,000	75,000	75,000	75,000	75,000	*375,000*
River Storm Water Discharge Treatment	11-STRM-002	6	75,000	75,000	75,000	75,000	75,000	*375,000*
Whispering Pines Estates Plat 2 Storm Sewer	11-STRM-003	6			330,000			*330,000*
Stormwater Drainage Improvements	12-STRM-001	6	30,000			350,000	30,000	*410,000*
Storm Sewer South of Bunker Lake Blvd	13-STRM-001	6	250,000					*250,000*
Storm Water Utility Improvement Total			**455,000**	**735,000**	**505,000**	**675,000**	**455,000**	***2,825,000***
GRAND TOTAL			**455,000**	**735,000**	**505,000**	**675,000**	**455,000**	***2,825,000***

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility
Contact Unassigned

Project # **04-STRM-004**
Project Name **Annual Sediment Pond Cleaning**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$175,000**

Description

This is proposed as an annual project to clean sediment from stormwater detention ponds.

Justification

Water quality requirements demand that stormwater discharged to public waters must first receive treatment. Sediment ponds provide this treatment. These ponds must be cleaned of sediment to maintain their effectiveness.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
50,000	Improvements Other than Build	25,000	25,000	25,000	25,000	25,000	125,000
Total	**Total**	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
50,000	Storm Water Utility Fund	25,000	25,000	25,000	25,000	25,000	125,000
Total	**Total**	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Capital Improvement Program

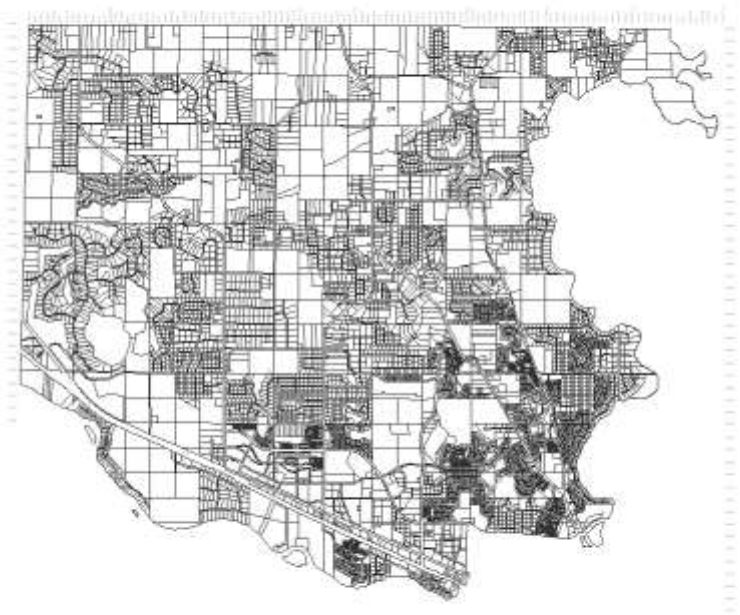
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility

Contact Unassigned

Project #	**04-STRM-004**
Project Name	**Annual Sediment Pond Cleaning**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility
Contact Unassigned

Project # **04-STRM-005**
Project Name **County Ditch #43 Cleaning**

Type Improvement
Useful Life Unassigned
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$150,000**

Description

County Ditch #43 drains an area of the City known as District Forty Three which extends north roughly to 153rd Ave and west to County Road #57. It has been storm sewered through the Flintwood Hills and River's Bend subdivisions and flows into the wetlands in River's Bend Park. The City will explore joint powers agreement with the WMO to determine if WMO can maintain the County ditch system. This project will also enhance the portions of Protected Wetland north of Sunwood Drive. It is anticipated that the project will take place concurrent with the development of the vacant parcel located between Sunfish Lake Boulevard and County Ditch 43.

Justification

The extreme northern portion of Ditch #43 has long been overgrown with vegetation and its pathway is barely distinguishable. The catch basin outlets on 153rd Ave are frequently submerged and freeze closed in winter causing the street to flood and freeze. Re-ditching approximately 1600' would serve to provide better drainage. This project will also fulfill a commitment made to the DNR during the construction of Sunwood Drive's bridge over Wetland 114p to improve that wetland.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build				150,000		150,000
Total				**150,000**		**150,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Water Utility Fund				150,000		150,000
Total				**150,000**		**150,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility

Contact Unassigned

Project #	**04-STRM-005**
Project Name	**County Ditch #43 Cleaning**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Stormwater Utility
Contact Unassigned

Project # **04-STRM-011**
Project Name **RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$560,000**

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by Ramsey Town Center Development. Upgrades include traffic signals at Rhinestone St., Town Center Drive and Zeolite Streets adjacent to RTC. Offsite improvements include a traffic signal at Sunfish Lake Blvd.

Total Cost for Bunker Lake Blvd. = $3,419,000
Total Cost for Regional Roadway improvements = $14,607,860

Bonded amount $560,000 @ 10 years @ 5% int = $712,710

Justification

The construction of Ramsey Town Center will add additional traffic to Bunker Lake Blvd. This project will upgrade Armstrong Blvd and the intersection at Bunker Lake and Hwy 10 to better handle the traffic.

See projects RTC Armstrong, RTC Hwy 10 and RTC Ramsey Blvd.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		560,000				560,000
Total		**560,000**				**560,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Water Utility Fund		560,000				560,000
Total		**560,000**				**560,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility

Contact Unassigned

Project #	**04-STRM-011**
Project Name	**RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility
Contact Unassigned

Project # **04-STRM-014**
Project Name **West Mississippi Outlet**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$250,000**

Description

It is proposed to construct a 54" outlet from the existing Regional Storm Pond located at Hwy 10 and Alpine Drive southward to the Mississippi River.

Justification

The area south of the tracks and west of Bowers Drive has the potential for development but is constrained by the fact that there is no storm water outlet for the area. The construction of this outlet would eliminate that constraint.

This project would be tied to a development proposal in the benefited addition.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition					50,000	50,000
Improvements Other than Build					200,000	200,000
Total					**250,000**	**250,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Water Utility Fund					250,000	250,000
Total					**250,000**	**250,000**

Capital Improvement Program

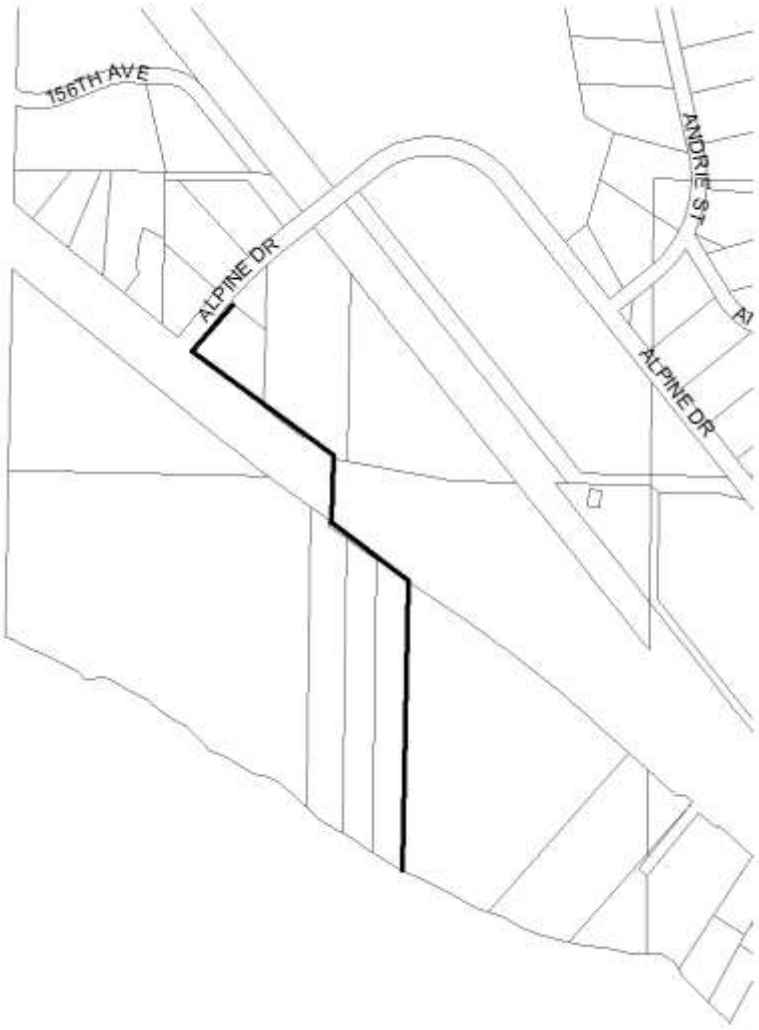
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility

Contact Unassigned

Project #	**04-STRM-014**
Project Name	**West Mississippi Outlet**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility
Contact

Project # **11-STRM-001**
Project Name **Annual Drainage Enhancements**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$525,000**

Description

This program will address existing drainage problems which have been reviewed and prioritized by staff and Council. In 2011 - 156th Avenue & Armstrong Blvd

Justification

Numerous drainage issues are brought to the attention of staff each year. Priority will be focused on projects involving other scheduled construction to minimize costs.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
150,000	Improvements Other than Build	75,000	75,000	75,000	75,000	75,000	375,000
Total	**Total**	**75,000**	**75,000**	**75,000**	**75,000**	**75,000**	**375,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
150,000	Storm Water Utility Fund	75,000	75,000	75,000	75,000	75,000	375,000
Total	**Total**	**75,000**	**75,000**	**75,000**	**75,000**	**75,000**	**375,000**

Capital Improvement Program

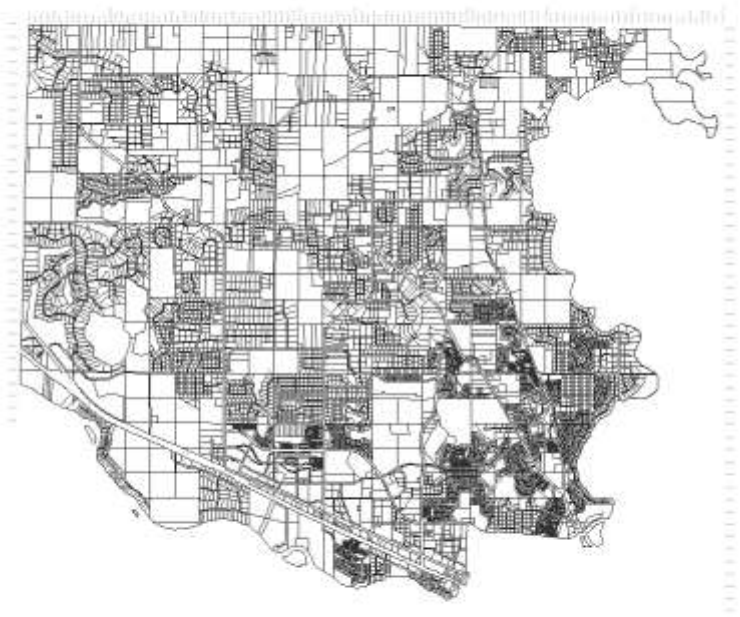
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility

Contact

Project #	**11-STRM-001**
Project Name	**Annual Drainage Enhancements**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility
Contact

Project # **11-STRM-002**
Project Name **River Storm Water Discharge Treatment**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$450,000**

Description

This project will provide treatment for storm water structures that discharge directly into the Rum River and Mississippi River without quality treatment.

Justification

These existing storm water discharges were constructed at a time when quality treatment was not required. There are currently a dozen such discharges in the city. This work will be including in areas scheduled for street work other construction to minimize costs and inconvenience to the public.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
75,000	Improvements Other than Build	75,000	75,000	75,000	75,000	75,000	375,000
Total	**Total**	**75,000**	**75,000**	**75,000**	**75,000**	**75,000**	**375,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
75,000	Storm Water Utility Fund	75,000	75,000	75,000	75,000	75,000	375,000
Total	**Total**	**75,000**	**75,000**	**75,000**	**75,000**	**75,000**	**375,000**

Capital Improvement Program

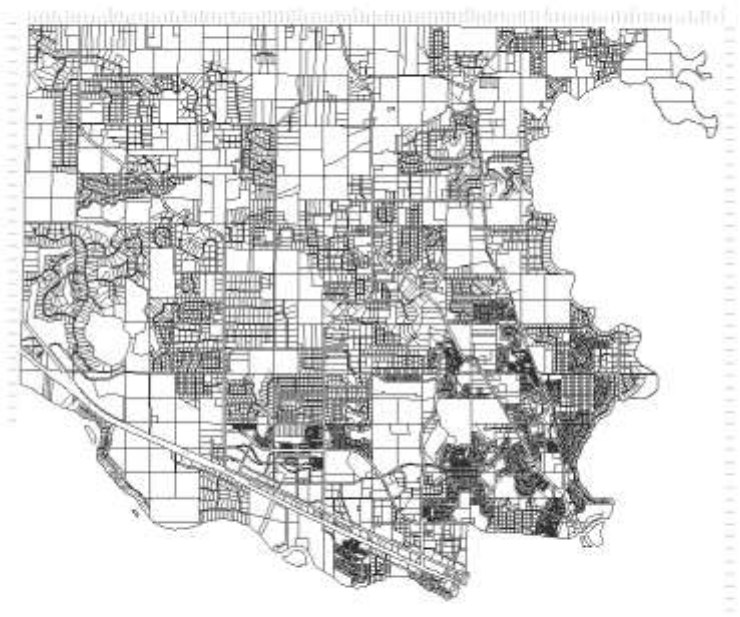
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility

Contact

Project #	**11-STRM-002**
Project Name	**River Storm Water Discharge Treatment**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility
Contact

Project # **11-STRM-003**
Project Name **Whispering Pines Estates Plat 2 Storm Sewer**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$330,000**

Description

Install storm sewer in Whispering Pines Estate Plat 2. The plat is located west of Armstrong Blvd and south of Alpine Drive.

Justification

The Plat was developed with unpaved streets, ditches, and driveway culverts. The project was subsequently paved. The ditches and driveway culverts have sunken in over time. Residents near the high side of the Plat have experienced driveway flooding and washout. This project would install storm sewer and address drainage throughout the Plat.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build			330,000			330,000
Total			**330,000**			**330,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Water Utility Fund			330,000			330,000
Total			**330,000**			**330,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility

Contact

Project #	**11-STRM-003**
Project Name	**Whispering Pines Estates Plat 2 Storm Sewer**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility
Contact

Project # **12-STRM-001**
Project Name **Stormwater Drainage Improvements**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$520,000**

Description

This project will address stormwater drainage problems reported in 2011.

Justification

These projects will add storm sewer pipe, clean ditches and address standing water concerns.

- 156th and Armstrong - Clean ditch or add storm sewer 2013 $ 30,000

- 156th Lane and Juniper Ridge Drive - Install pipe to relieve water backing up in existing pipes 2016 $ 350,000

- Riverdale Drive (E. of Dolomite) - Water treatment structure installation to improve watershed 2017 $30,000.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
110,000	Improvements Other than Build	30,000			350,000	30,000	410,000
Total	**Total**	**30,000**			**350,000**	**30,000**	**410,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
110,000	Storm Water Utility Fund	30,000			350,000	30,000	410,000
Total	**Total**	**30,000**			**350,000**	**30,000**	**410,000**

Capital Improvement Program

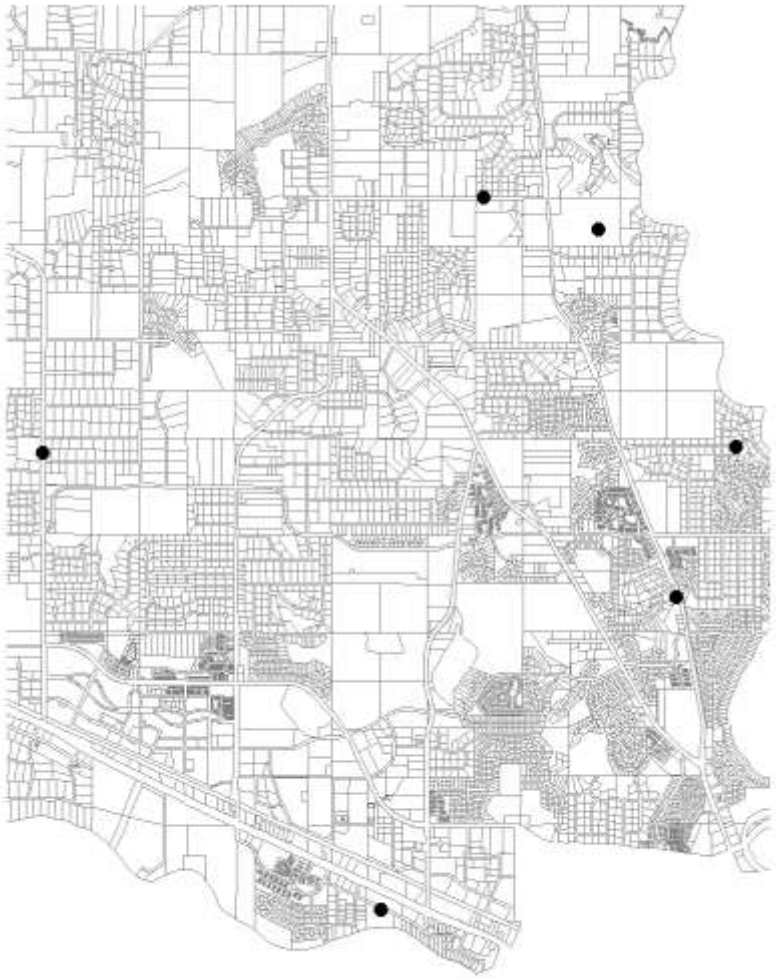
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility

Contact

Project #	**12-STRM-001**
Project Name	**Stormwater Drainage Improvements**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility
Contact

Project # **13-STRM-001**
Project Name **Storm Sewer South of Bunker Lake Blvd**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$250,000**

Description

Extend storm sewer from Bunker Lake Blvd to Lake Ramsey

Justification

This project will extend storm sewer from Bunker Lake Blvd to Lake Ramsey. Storm sewer was installed under Bunker Lake Blvd with the RTC 8-10 project. This pipe does not have an outlet. This project will connect the existing storm sewer to Lake Ramsey. The lots in COR Three cannot be bult on until this pipe is installed.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	250,000					250,000
Total	**250,000**					**250,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Storm Water Utility Fund	250,000					250,000
Total	**250,000**					**250,000**

Capital Improvement Program

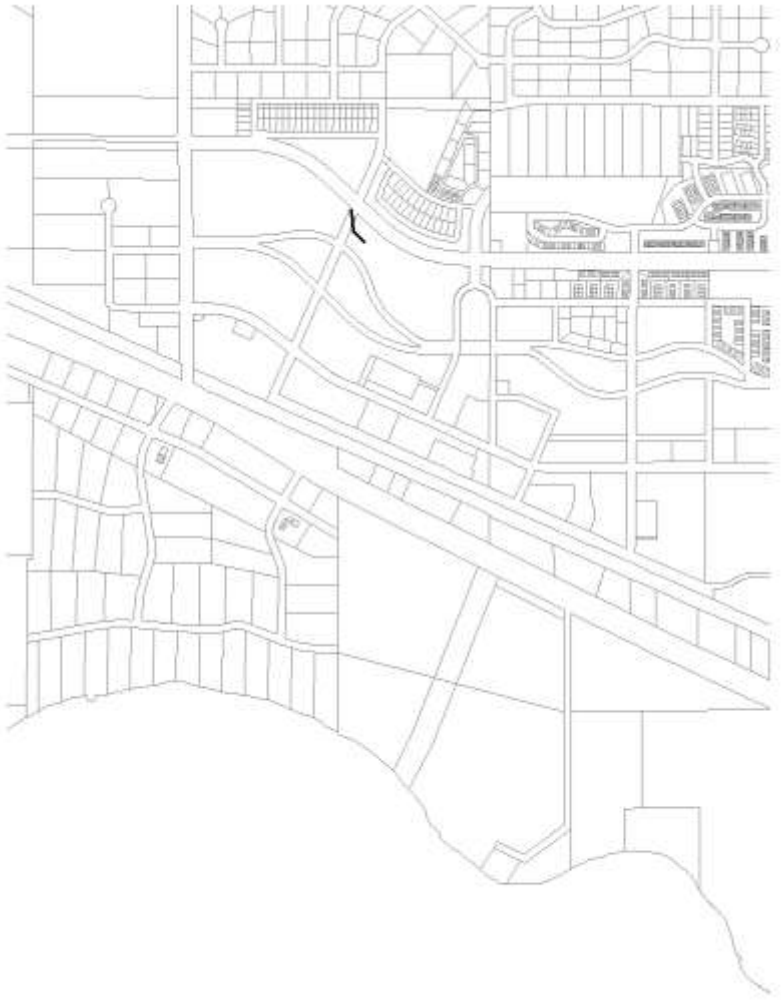
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Stormwater Utility

Contact

Project #	**13-STRM-001**
Project Name	**Storm Sewer South of Bunker Lake Blvd**



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STREET IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Street Improvement								
Annual Street Reconstruction Program	04-STR-001	6	752,500	550,000	570,000	590,000	610,000	*3,072,500*
McKinley Street	04-STR-006	6				1,235,000		*1,235,000*
North Highway 10 Frontage Road	04-STR-007	5					440,000	*440,000*
Zeolite Roadway Improvements	04-STR-012	6		400,000				*400,000*
RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STR-014	6		3,010,000				*3,010,000*
Variolite Street (Alpine Dr. to Ramsey Town Ctr.)	04-STR-018	6				1,700,000		*1,700,000*
County Road 5/Alpine Drive Realignment & Signals	06-STR-002	6		1,750,000				*1,750,000*
Single Road Access Areas	06-STR-003	6	25,000	25,000	25,000	25,000	25,000	*125,000*
Veterans Drive Streetscape	08-STR-002	5					240,000	*240,000*
River Pines Lift Station Street Connection	08-STR-005	6					55,000	*55,000*
Bunker Lake Blvd Sunwood Drive Signal	12-STR-001	6			1,600,000			*1,600,000*
Bunker Lake Blvd Extension	12-STR-003	6			2,000,000			*2,000,000*
167th Avenue Extension	12-STR-004	6					1,500,000	*1,500,000*
Garnet Street Reconstruction	12-STR-005	6	850,000					*850,000*
Riverdale Drive Extension Traprock - Armstrong	12-STR-007	6	2,168,000					*2,168,000*
Reconstruct Riverdale Drive to Tungston Street	12-STR-008	6					1,350,000	*1,350,000*
Street Improvement Total			**3,795,500**	**5,735,000**	**4,195,000**	**3,550,000**	**4,220,000**	***21,495,500***
GRAND TOTAL			**3,795,500**	**5,735,000**	**4,195,000**	**3,550,000**	**4,220,000**	***21,495,500***

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements
Contact Unassigned

Project # **04-STR-001**
Project Name **Annual Street Reconstruction Program**

Type Improvement
Useful Life 7 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$3,072,500**

Description

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis. A listing of the schedule is included as an appendix to the CIP report.. This account will also hold dollars that can be applied towards the road reconstruction when projects are warranted. For Example: 2013 $850,000 of General Fund Dollars targeted towards Garnet Street.

Justification

Regular scheduled maintenance safeguards the considerable investment the City has in its pavements by maximizing pavement life and minimizing emergency repairs.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	752,500	550,000	570,000	590,000	610,000	3,072,500
Total	**752,500**	**550,000**	**570,000**	**590,000**	**610,000**	**3,072,500**

Funding Sources	2013	2014	2015	2016	2017	Total
General Fund	477,500	275,000	570,000	590,000	610,000	2,522,500
Tax Increment Fund #4	275,000	275,000				550,000
Total	**752,500**	**550,000**	**570,000**	**590,000**	**610,000**	**3,072,500**

Capital Improvement Program

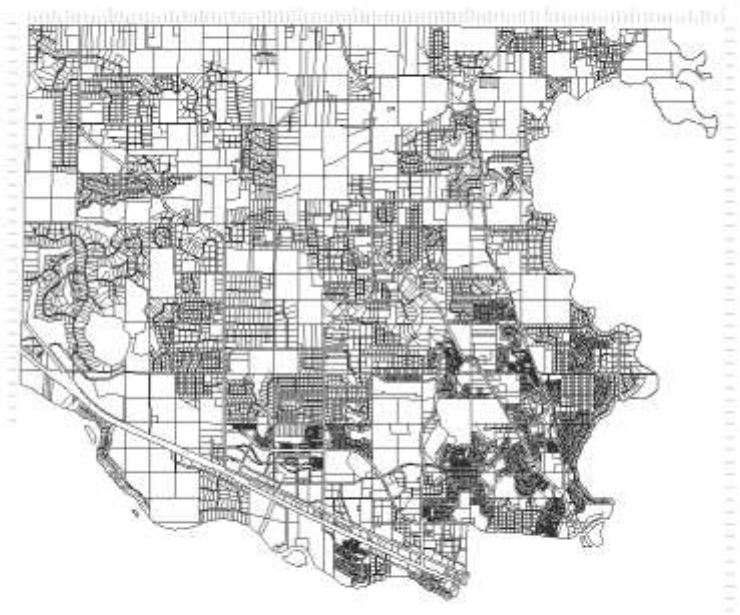
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact Unassigned

Project #	**04-STR-001**
Project Name	**Annual Street Reconstruction Program**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-006**
Project Name **McKinley Street**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,235,000**

Description

This project would complete the connection of streets between Sunfish Lake Boulevard and Ramsey Boulevard. It includes street, side walks, watermain, and storm sewer costs. Project costs will include right of way acquisition.

Total $1,235,000

FUNDING IS AVAILABLE ONLY IF F&C HAS REPAID LOAN OBLIGATION

Justification

With continuing discussion regarding the congestion on TH 10, this project will provide an alternate for the internal traffic, particularly truck traffic, to avoid using Hwy 10. This is an MSA route; therefore, MSA funds may be available.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition				435,000		435,000
Improvements Other than Build				800,000		800,000
Total				**1,235,000**		**1,235,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Tax Increment Fund #1				1,235,000		1,235,000
Total				**1,235,000**		**1,235,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact Unassigned

Project #	**04-STR-006**
Project Name	**McKinley Street**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-007**
Project Name **North Highway 10 Frontage Road**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$440,000**

Description

Construction of a frontage road between Thurston Avenue and Sunfish Lake Blvd. (CR 57) between north side of Highway 10 and the railroad tracks. This project requires right of way acquisition.

Justification

This project would eliminate 13 direct accesses onto Highway 10. It is contingent on funds for access control being available through a Mn/DOT grant.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition					200,000	200,000
Improvements Other than Build					240,000	240,000
Total					**440,000**	**440,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Grants and Aids					440,000	440,000
Total					**440,000**	**440,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact Unassigned

Project #	**04-STR-007**
Project Name	**North Highway 10 Frontage Road**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements
Contact Unassigned

Project # **04-STR-012**
Project Name **Zeolite Roadway Improvements**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$400,000**

Description

This project consists of the installation of a street and storm sewer in the western portion of the COR

Funding from TIF 14 will only be available if tax increment is created to be able to bond (20% of available increment needed for bonding or $80,000 available increment)

Justification

These improvements will be necessary to support the development anticipated in the west COR area.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		400,000				400,000
Total		**400,000**				**400,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Tax Increment Fund #14		400,000				400,000
Total		**400,000**				**400,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact Unassigned

Project #	**04-STR-012**
Project Name	**Zeolite Roadway Improvements**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-014**
Project Name **RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$3,010,000**

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by the COR Development. Upgrades include traffic signals at Town Center Drive. Offsite improvements include a traffic signal at Sunfish Lake Blvd.

Total Cost for Bunker Lake Blvd. = $3,419,000
Total Cost for Regional Roadway improvements = $14,607,860

Funding from TIF 14 will only be available if tax increment is created to be able to bond (20% of available increment needed for bonding or $602,000 available increment)

Justification

The construction of the COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Armstrong Blvd and the intersection at Bunker Lake and Hwy 10 to better handle the traffic.

See projects RTC Armstrong, RTC Hwy 10 and RTC Ramsey Blvd.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		3,010,000				3,010,000
Total		**3,010,000**				**3,010,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Tax Increment Fund #14		3,010,000				3,010,000
Total		**3,010,000**				**3,010,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact Unassigned

Project #	**04-STR-014**
Project Name	**RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-018**
Project Name **Variolite Street (Alpine Dr. to Ramsey Town Ctr.)**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,700,000**

Description

This project would extend Variolite Street southward through the Hanson tree farm and use the existing right-of-way of Uranimite Street between 192nd Lane and 149th Avenue. Property and right-of-way acquisition will be necessary.

MSA funding is running negative with this project added. Will need to find other funding source or cut project.

Justification

Variolite Street is a 2 1/4 mile long north/south collector roadway. The extension of this roadway south of Alpine will provide direct access for the northwestern portion of the city to Ramsey Town Center.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition				700,000		700,000
Improvements Other than Build				1,000,000		1,000,000
Total				**1,700,000**		**1,700,000**

Funding Sources	2013	2014	2015	2016	2017	Total
MSA				1,700,000		1,700,000
Total				**1,700,000**		**1,700,000**

Capital Improvement Program

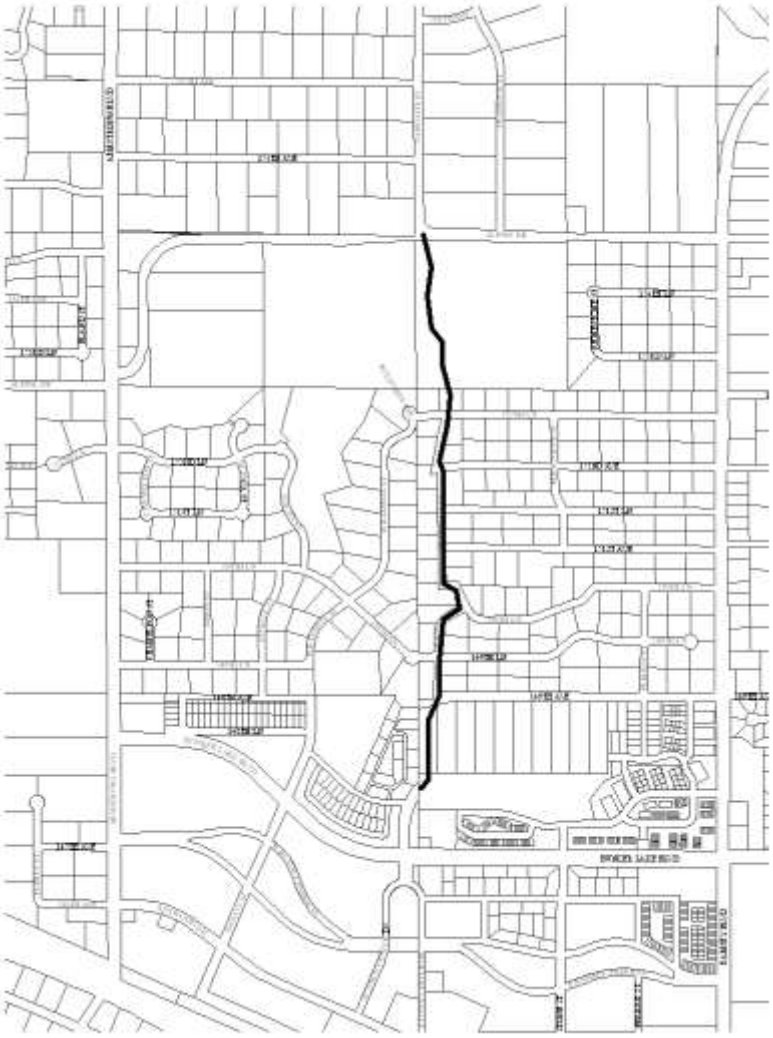
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact Unassigned

Project #	**04-STR-018**
Project Name	**Variolite Street (Alpine Dr. to Ramsey Town Ctr.)**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **06-STR-002**
Project Name **County Road 5/Alpine Drive Realignment & Signals**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,750,000**

Description

The project will address the intersection alignment of Alpine Drive with CSAH 5 and will also modify the access to old County Road 5.

Justification

This project would serve to eliminate one or both of the existing accesses of Old County Road 5 onto CSAH 5 to achieve the desired intersection spacing deemed appropriate for Minor A arterial roadways. In addition, the realignment of the intersection of Alpine Drive and CSAH 5 would create improved safety at this key intersection. A four-way stop was installed by the County until these improvements are completed.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition		750,000				750,000
Improvements Other than Build		1,000,000				1,000,000
Total		**1,750,000**				**1,750,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Developer Fees		100,000				100,000
MSA		500,000				500,000
To Be Determined		1,150,000				1,150,000
Total		**1,750,000**				**1,750,000**

Capital Improvement Program

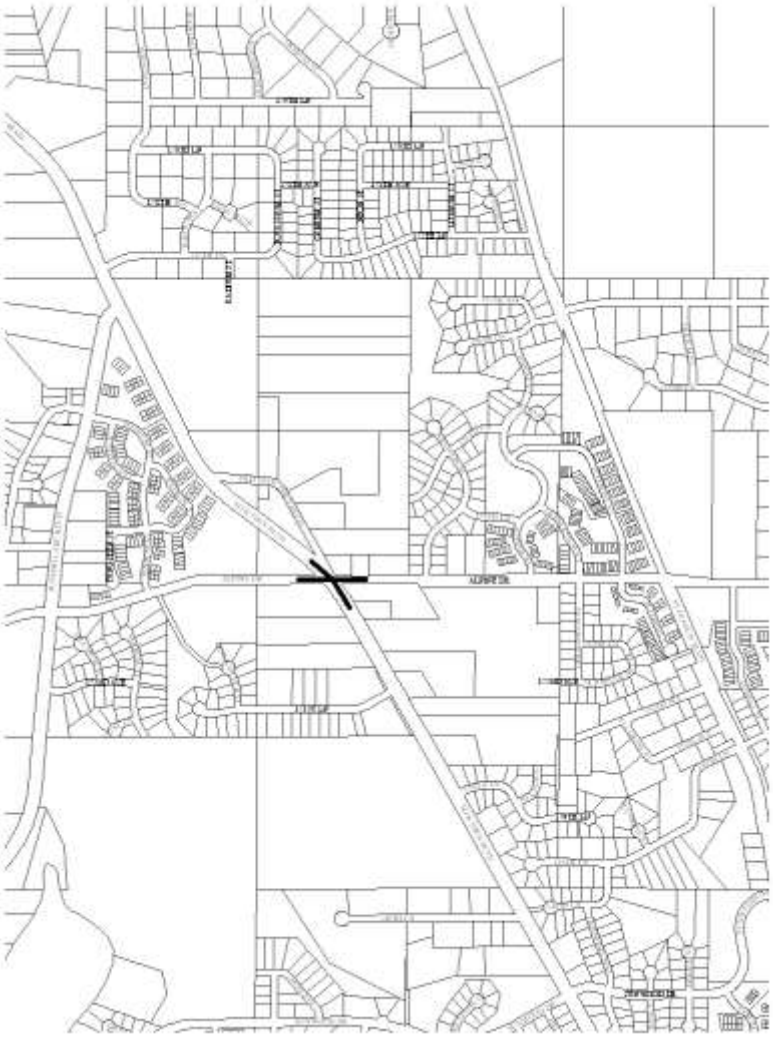
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**06-STR-002**
Project Name	**County Road 5/Alpine Drive Realignment & Signals**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements
Contact

Project # **06-STR-003**
Project Name **Single Road Access Areas**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$150,000**

Description

There are over 30 locations within the City which rely on a single access point to serve neighborhoods in excess of the allowable 600 foot cul de sac length. This project would establish a fund for the elimination of such limited access locations as opportunities arise.

Justification

Public safety is greatly enhanced by the ability to have alternate accesses in residential neighborhoods.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
25,000	Improvements Other than Build	25,000	25,000	25,000	25,000	25,000	125,000
Total	**Total**	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
25,000	Park Improvement Trust Fund		25,000				25,000
Total	Public Improvement Revolving	25,000		25,000	25,000	25,000	100,000
	Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Capital Improvement Program

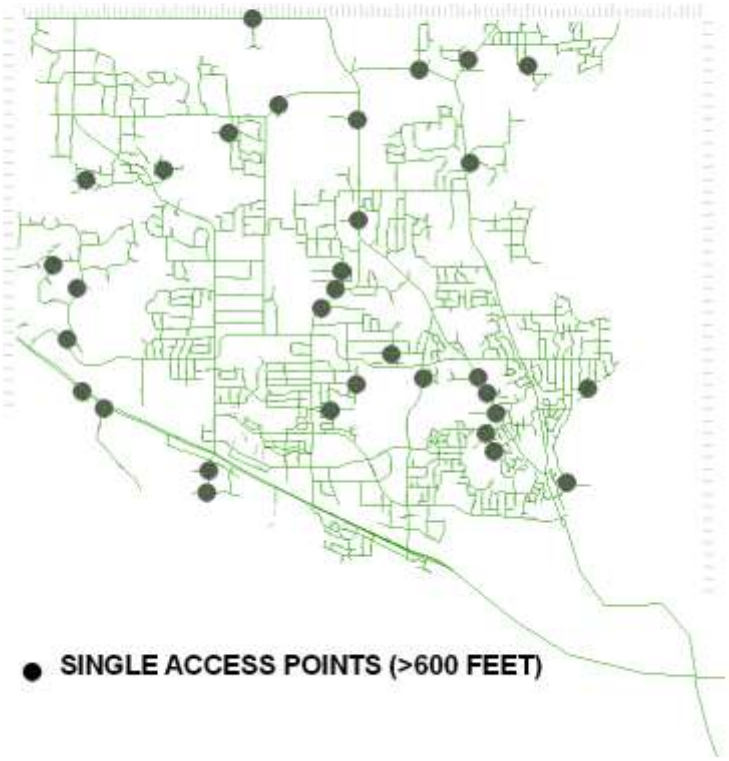
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**06-STR-003**
Project Name	**Single Road Access Areas**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements
Contact

Project # **08-STR-002**
Project Name **Veterans Drive Streetscape**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$240,000**

Description

The COR development plans included landscaping adjacent to public streets. This project includes a berm with landscaping between the street and the BNSF Railroad ROW.

Justification

The Northstar Rail Station has been completed and properties along Veterans Drive are developing.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					240,000	240,000
Total					**240,000**	**240,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Developer Fees					240,000	240,000
Total					**240,000**	**240,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**08-STR-002**
Project Name	**Veterans Drive Streetscape**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **08-STR-005**
Project Name **River Pines Lift Station Street Connection**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$55,000**

Description

This project involves extending the street in conjunction with extending gravity sewer to the River Pines Lift Station.

Total costs including street & water utility = $120,000.

Justification

The project originally included installing sewer in an easement to eliminate the lift station. The property was on the market and the City acquired it so a street connection can be made, eliminating a long cul-de-sac.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					55,000	55,000
Total					**55,000**	**55,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Public Improvement Revolving					55,000	55,000
Total					**55,000**	**55,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**08-STR-005**
Project Name	**River Pines Lift Station Street Connection**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **12-STR-001**
Project Name **Bunker Lake Blvd Sunwood Drive Signal**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,600,000**

Description

Construct Traffic Signal at Bunker Lake Blvd and Sunwood Drive

Justification

This project will construct a traffic signal at Bunker Lake Blvd and Sunwood Drive. It is part of the regional roadway improvements included in the Joint Powers Agreement for the The COR Project. The intersection currently has a 4-way stop. Conversion of traffic will be dependant upon the traffic volumes.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build			1,600,000			1,600,000
Total			**1,600,000**			**1,600,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Grants and Aids			1,100,000			1,100,000
MSA			500,000			500,000
Total			**1,600,000**			**1,600,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**12-STR-001**
Project Name	**Bunker Lake Blvd Sunwood Drive Signal**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements
Contact

Project # **12-STR-003**
Project Name **Bunker Lake Blvd Extension**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,000,000**

Description

Complete south half of Bunker Lake Blvd west of Armstrong Blvd

Has Funding from MSA account, but fund balance is over $1.5M negative with this project.

Justification

This project will complete Bunker Lake Boulevard west of Armstrong Boulevard. The west bound lanes were completed in 2011. This will complete the east bound lanes.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build			2,000,000			2,000,000
Total			**2,000,000**			**2,000,000**

Funding Sources	2013	2014	2015	2016	2017	Total
MSA			2,000,000			2,000,000
Total			**2,000,000**			**2,000,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**12-STR-003**
Project Name	**Bunker Lake Blvd Extension**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements
Contact

Project # **12-STR-004**
Project Name **167th Avenue Extension**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,500,000**

Description

This project will extend 167th Avenue west to Variolite

Justification

This project will provide an east west connection across the central area of the City.

Expenditures	2013	2014	2015	2016	2017	Total
Land Acquisition					500,000	500,000
Improvements Other than Build					1,000,000	1,000,000
Total					**1,500,000**	**1,500,000**

Funding Sources	2013	2014	2015	2016	2017	Total
MSA					1,500,000	1,500,000
Total					**1,500,000**	**1,500,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**12-STR-004**
Project Name	**167th Avenue Extension**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **12-STR-005**
Project Name **Garnet Street Reconstruction**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$850,000**

Description

Reconstruct Garnet Street north of 167th Avenue. First project constructed with Road Reconstruction dollars from General Fund with budget of $1,327,500.

Justification

Garnet Street has needed reconstruction for several years. This project will replace the failing pavement. This is the beginning of the long term road construction initiative to be reimbursed through ultimate funding scenario as decided by City Council.

The project includes curb, gutter, and storm sewer, but does not include sewer, water, and sidewalks. Sewer and water would add approximately $400,000 to the project costs. The estimates include approximately $250,000 for soil corrections.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	850,000					850,000
Total	**850,000**					**850,000**

Funding Sources	2013	2014	2015	2016	2017	Total
General Fund	850,000					850,000
Total	**850,000**					**850,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**12-STR-005**
Project Name	**Garnet Street Reconstruction**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **12-STR-007**
Project Name **Riverdale Drive Extension Traprock - Armstrong**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,168,000**

Description

This project would extend Riverdale Drive from Traprock to Armstrong Boulevard

Justification

The City has applied for a grant from MN/DOT for construction of this segment of street. The Armstrong Boulevard overpass will require the extension of Riverdale Drive to provide local access. This project includes installation of sanitary sewer and water with construction of the street. The utility costs are itemized on separate projects.

Watermain Extension (04-WTR-018) $ 521,000
Sewer Extension (12-SEW-003) $ 202,500
Street Improvement (12-STR-007) $2,168,000
Total Project Cost $ 2,891,500

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	2,168,000					2,168,000
Total	**2,168,000**					**2,168,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Grants and Aids	702,000					702,000
MSA	1,191,000					1,191,000
Tax Increment Fund #4	275,000					275,000
Total	**2,168,000**					**2,168,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**12-STR-007**
Project Name	**Riverdale Drive Extension Traprock - Armstrong**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements
Contact

Project # **12-STR-008**
Project Name **Reconstruct Riverdale Drive to Tungston Street**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,350,000**

Description

This project would reconstruct Riverdale Drive to Tungston Street

No Funding available at current time pushed out to 2017 to see what happens

Justification

This project will reconstruct Riverdale Drive, grading the shoulder for a 10 foot bituminous trail which is part of the Mississippi River Trail grant from the National Park Service. This project as scoped removes all bituminous and curb. Storm sewer will be installed to meet MSA spacing guidelines. The curb will be replaced and new bituminous will be installed. This is an MSA route.

The roadway is scoped at two 12 foot driving lanes and two eight foot parking lanes. There could be cost savings through retaining the curb on one side of the road, installed one 8 foot parking lane and replacing curb.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					1,350,000	1,350,000
Total					**1,350,000**	**1,350,000**

Funding Sources	2013	2014	2015	2016	2017	Total
MSA					512,938	512,938
Public Improvement Revolving					837,062	837,062
Total					**1,350,000**	**1,350,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Improvements

Contact

Project #	**12-STR-008**
Project Name	**Reconstruct Riverdale Drive to Tungston Street**



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STREET LIGHT UTILITY IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Street Light Utility Improvement								
Priority D Street Lights	05-STLT-001	6	15,000	15,000	15,000	15,000	15,000	*75,000*
Street Light Utility Improvement Total			**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	***75,000***
GRAND TOTAL			**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	***75,000***

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Light Utility
Contact Unassigned

Project # 05-STLT-001
Project Name Priority D Street Lights

Type Improvement
Useful Life 20 Years
Category Street Light Utility Improveme
Priority 6-Planned
Status Active
Total Project Cost: **$180,000**

Description

Install street lights in priority locations.

Justification

Install additional street lights as future intersections are constructed, existing intersections are deemed to require more lighting, or for installation of lights in special locations.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
105,000	Improvements Other than Build	15,000	15,000	15,000	15,000	15,000	75,000
Total	**Total**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**75,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
105,000	Street Light Utility Fund	15,000	15,000	15,000	15,000	15,000	75,000
Total	**Total**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**75,000**

Capital Improvement Program

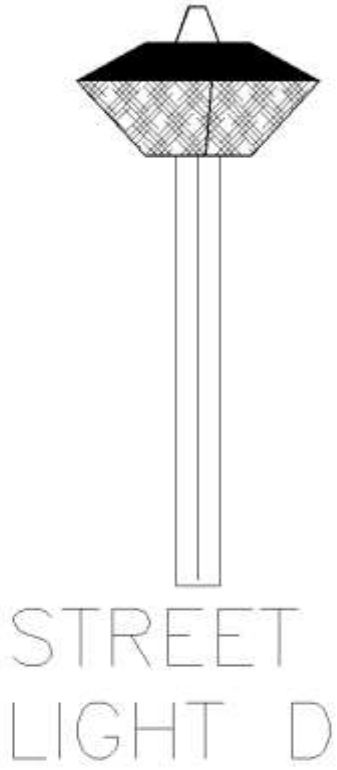
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Street Light Utility

Contact Unassigned

Project #	**05-STLT-001**
Project Name	**Priority D Street Lights**



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WATER UTILITY IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2013 thru **2017**

PROJECTS BY CATEGORY

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Water Utility Improvement								
WM Looping: Alpine Dr. (CSAH 5 to Krypton St.)	04-WTR-001	6		100,000				*100,000*
Renovate Pump House 2	04-WTR-004	5					49,000	*49,000*
Complete Pump House 3	04-WTR-005	6					60,000	*60,000*
The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)	04-WTR-009	6		225,000				*225,000*
Water Treatment Plant Construction	04-WTR-017	6				9,700,000	8,700,000	*18,400,000*
Watermain Looping: (Ramsey Blvd to Armstrong Blvd)	04-WTR-018	6	521,000					*521,000*
1.5 MG Ground Storage Reservoir	05-WTR-004	6			2,000,000			*2,000,000*
Well Rehabilitation & Pump Replacement	07-WTR-001	6	58,000	30,000	32,000	35,000	38,000	*193,000*
River Pines Lift Station Water Connection	08-WTR-003	6					20,000	*20,000*
Fire Station #1 Extension of Water	11-WTR-003	6		25,000				*25,000*
Watermain Sunfish Lk Blvd	12-WTR-001	6				350,000		*350,000*
Water Utility Improvement Total			**579,000**	**380,000**	**2,032,000**	**10,085,000**	**8,867,000**	***21,943,000***
GRAND TOTAL			**579,000**	**380,000**	**2,032,000**	**10,085,000**	**8,867,000**	***21,943,000***

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility
Contact Unassigned

Project # **04-WTR-001**
Project Name **WM Looping: Alpine Dr. (CSAH 5 to Krypton St.)**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$100,000**

Description

This project includes the installation of 2400 lf of 12" watermain along the north side of Alpine Dr. from CSAH 5 to Krypton Street.

Justification

This project would complete a 12" loop along Alpine Drive which will have the benefit of bolstering fire flows along the northern edge of the water utility service area.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		100,000				100,000
Total		**100,000**				**100,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Water Utility Fund		100,000				100,000
Total		**100,000**				**100,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact Unassigned

Project #	**04-WTR-001**
Project Name	**WM Looping: Alpine Dr. (CSAH 5 to Krypton St.)**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility
Contact Unassigned

Project # **04-WTR-004**
Project Name **Renovate Pump House 2**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$49,000**

Description

Renovate exterior of building to match The COR building and landscaping.

Justification

The intent is to modify the exterior of the building to match the new development of The COR.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					49,000	49,000
Total					**49,000**	**49,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Water Utility Fund					49,000	49,000
Total					**49,000**	**49,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact Unassigned

Project #	**04-WTR-004**
Project Name	**Renovate Pump House 2**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility
Contact Unassigned

Project # **04-WTR-005**
Project Name **Complete Pump House 3**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Future Consideration
Total Project Cost: **$60,000**

Description

Install brick exterior to match building style of The COR buildings; landscape to match streetscape.

Justification

The intent is to have the building and grounds match The COR.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					60,000	60,000
Total					**60,000**	**60,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Water Utility Fund					60,000	60,000
Total					**60,000**	**60,000**

Capital Improvement Program

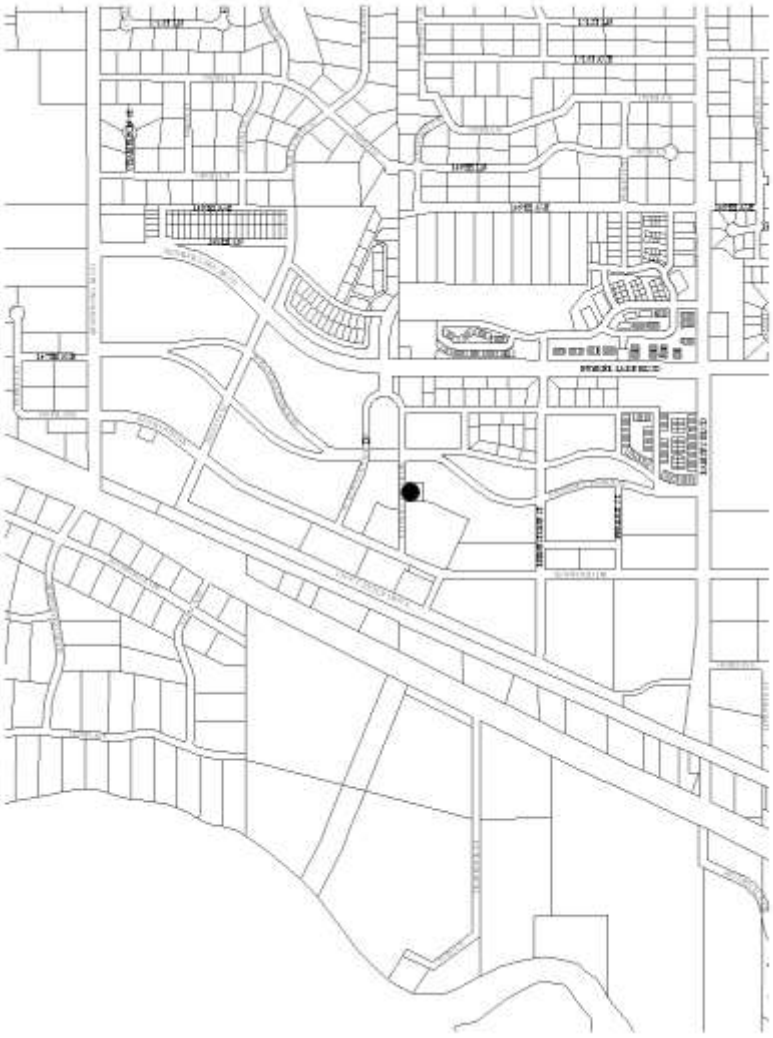
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact Unassigned

Project #	**04-WTR-005**
Project Name	**Complete Pump House 3**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **04-WTR-009**
Project Name **The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$225,000**

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by the COR Development. Watermain segments along this portion of roadway will be lowered and extended as necessary.

Total Cost for Bunker Lake Blvd. = $3,419,000
Total Cost for Regional Roadway improvements = $14,607,860

Justification

The construction of the COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Bunker Lake Blvd between Ramsey Blvd and Armstrong Blvd to better handle the traffic.

See projects RTC Armstrong, RTC Hwy 10 and RTC Ramsey Blvd.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		225,000				225,000
Total		**225,000**				**225,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Water Utility Fund		225,000				225,000
Total		**225,000**				**225,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact Unassigned

Project #	**04-WTR-009**
Project Name	**The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility
Contact Unassigned

Project # **04-WTR-017**
Project Name **Water Treatment Plant Construction**

Type Buildings
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$18,400,000**

Description

This project anticipates the construction of an 8.1 MGD water treatment plant which will draw water from a river bank collection system.

Principal $18,400,000
Interest $10,743,645 (20 yrs @ 5.0%)
Land $1,000,000

$30,143,645

Justification

This treatment plant will provide more aesthetically pleasing water, eliminate staining, reduce fouling of water softness and improve the taste and odor of the water. With iron removed, the use of polyphosphate can be reduced or eliminated, resulting in an environmental benefit.

Expenditures	2013	2014	2015	2016	2017	Total
Building Cost/Construction				9,700,000	8,700,000	18,400,000
Total				**9,700,000**	**8,700,000**	**18,400,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Revenue Bonding				9,700,000	8,700,000	18,400,000
Total				**9,700,000**	**8,700,000**	**18,400,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact Unassigned

Project #	**04-WTR-017**
Project Name	**Water Treatment Plant Construction**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **04-WTR-018**
Project Name **Watermain Looping: (Ramsey Blvd to Armstrong Blvd)**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$521,000**

Description

This project includes the extension of a 12" watermain from Ramsey Blvd to Armstrong Blvd to along the south side of Highway 10.

Justification

Development south of Highway 10 is anticipated as a result of The COR. Half of the distance is through the Mississippi West County Park. The project will provide dependable water pressure and supply to this developing area.

The city has applied for a MNDOT grant to extend Riverdale Drive from Alpaca to Traprock. Installation of sewer and water with street construction will eliminate the need to dig up the street in the future.

Sanitary Sewer Extention $507,000
Total Project Costs $2,952,000

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build	521,000					521,000
Total	**521,000**					**521,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Water Utility Fund	521,000					521,000
Total	**521,000**					**521,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact Unassigned

Project #	**04-WTR-018**
Project Name	**Watermain Looping: (Ramsey Blvd to Armstrong Blvd)**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility
Contact Unassigned

Project # **05-WTR-004**
Project Name **1.5 MG Ground Storage Reservoir**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,000,000**

Description

This project anticipates the construction of a 1.5 million gallon ground storage tank located next to the water treatment plant.

Justification

This tank will provide needed storage noted in the 2004 Comprehensive Water Plan.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build			2,000,000			2,000,000
Total			**2,000,000**			**2,000,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Water Utility Fund			2,000,000			2,000,000
Total			**2,000,000**			**2,000,000**

Capital Improvement Program

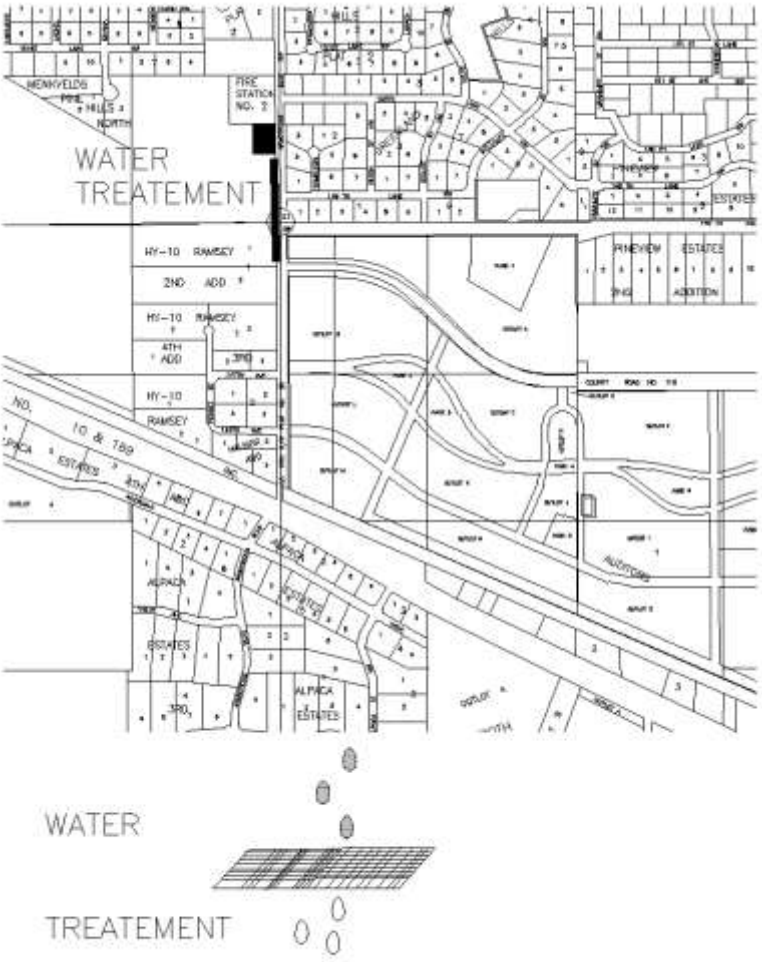
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact Unassigned

Project #	**05-WTR-004**
Project Name	**1.5 MG Ground Storage Reservoir**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility
Contact

Project # **07-WTR-001**
Project Name **Well Rehabilitation & Pump Replacement**

Type Improvement
Useful Life 20 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$287,000**

Description

This program establishes a preventative maintenance schedule for the eight municipal wells which are the utilities sole water sources. The following schedule is anticipated: 2012- Well #4; 2013- Well #3; 2014 - Well #5; 2015- Well #6; 2016 - Well #7; 2017- Well #8

Justification

Well pumping is highly variable throughout the year. Regular maintenance during low pumping periods will minimize the possibility that a well will be out of service during the peak demand period. The rehabilitation will update the control cabinets and install variable frequency drives on wells 3 and 4. AVFP conserves energy and may be eligible for rebates.

Prior	Expenditures	2013	2014	2015	2016	2017	Total
94,000	Improvements Other than Build	58,000	30,000	32,000	35,000	38,000	193,000
Total	**Total**	**58,000**	**30,000**	**32,000**	**35,000**	**38,000**	**193,000**

Prior	Funding Sources	2013	2014	2015	2016	2017	Total
94,000	Water Utility Fund	58,000	30,000	32,000	35,000	38,000	193,000
Total	**Total**	**58,000**	**30,000**	**32,000**	**35,000**	**38,000**	**193,000**

Capital Improvement Program

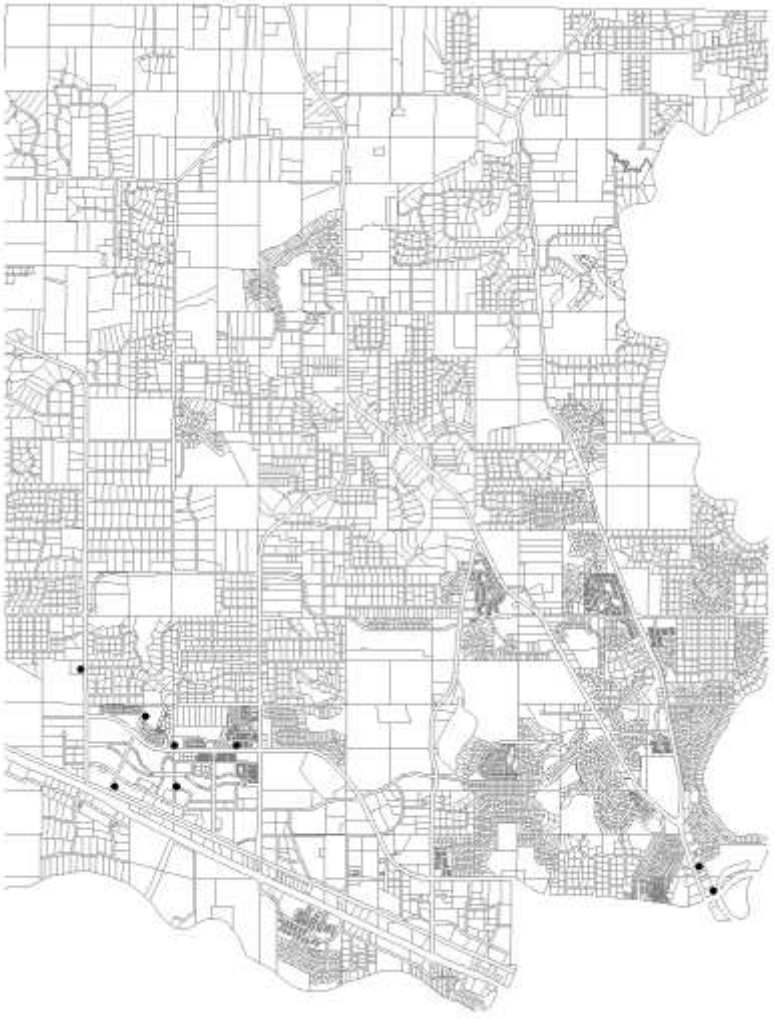
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact

Project #	**07-WTR-001**
Project Name	**Well Rehabilitation & Pump Replacement**



Capital Improvement Program

2013 *thru* **2017**

City of Ramsey, Minnesota

Department Water Utility
Contact

Project # **08-WTR-003**
Project Name **River Pines Lift Station Water Connection**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

This project involves extending the watermain in conjunction with extending gravity sewer to the River Pines Lift Station.

Total costs including street & water utility = $120,000.

Justification

This project adds a water loop for Rum River Prairie at the same time a lift station is eliminated.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build					20,000	20,000
Total					**20,000**	**20,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Water Utility Fund					20,000	20,000
Total					**20,000**	**20,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact

Project #	**08-WTR-003**
Project Name	**River Pines Lift Station Water Connection**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility
Contact

Project # **11-WTR-003**
Project Name **Fire Station #1 Extension of Water**

Type Improvement
Useful Life 25
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$25,000**

Description

Extend municipal water from parking lot into Fire Station #1 building.

Justification

Treated water is currently at the west end of parking lot on the property. This extension would allow for the installation of a sprinkler system within the building while also improving water quality inside of the building. The current well would be used for irrigation on the site.

Trunk charges are waived for public buildings. Total project cost: $45,000

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build		25,000				25,000
Total		**25,000**				**25,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Public Improvement Revolving		25,000				25,000
Total		**25,000**				**25,000**

Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact

Project #	**11-WTR-003**
Project Name	**Fire Station #1 Extension of Water**



Capital Improvement Program

City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility
Contact

Project # **12-WTR-001**
Project Name **Watermain Sunfish Lk Blvd**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$350,000**

Description

Extend watermain along Sunfish Lake Boulevard from Sunwood Drive to Fox Knoll

Justification

This project will complete another watermain loop connection, providing increased fire flows, increased pressure and enhanced system reliability.

Expenditures	2013	2014	2015	2016	2017	Total
Improvements Other than Build				350,000		350,000
Total				**350,000**		**350,000**

Funding Sources	2013	2014	2015	2016	2017	Total
Water Utility Fund				350,000		350,000
Total				**350,000**		**350,000**

Capital Improvement Program

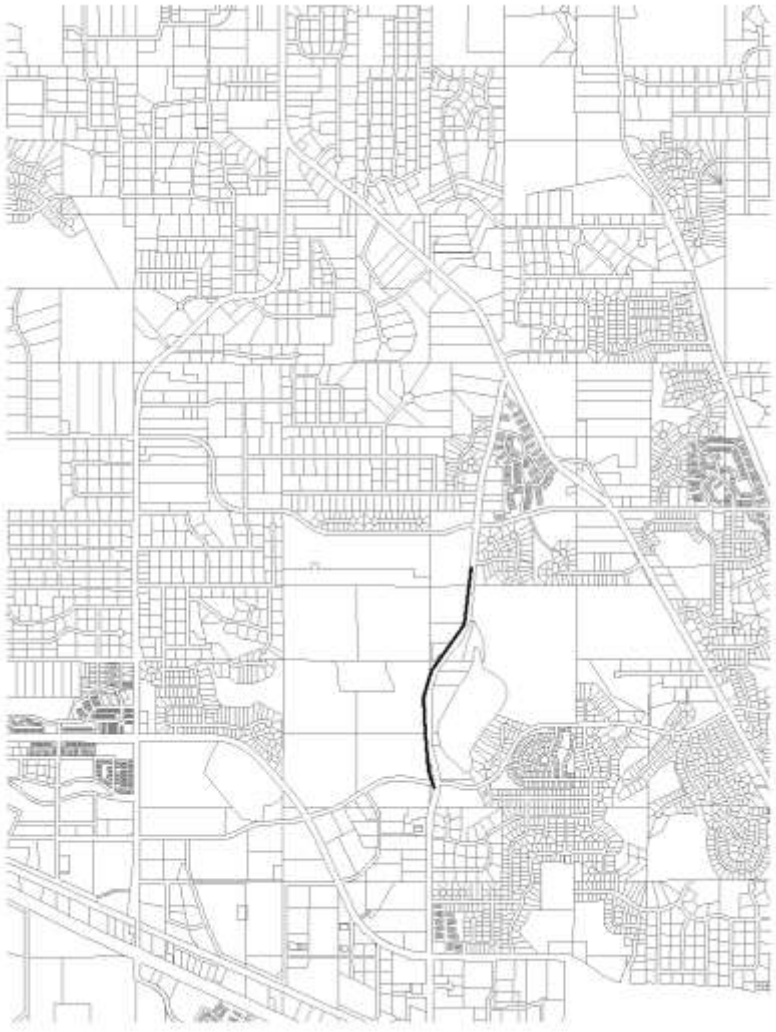
City of Ramsey, Minnesota

2013 *thru* **2017**

Department Water Utility

Contact

Project #	**12-WTR-001**
Project Name	**Watermain Sunfish Lk Blvd**



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CASH FLOW PROJECTIONS

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Business Revolving Loan Fund

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017
FUND BALANCE, Beginning of Year	185,496.34	195,140.44	230,253.35	254,697.69	285,446.55	305,912.20	278,016.88	284,842.61	293,160.81	301,603.78
REVENUES:										
Systematic Refrig (Zero Zone)-prn										
Systematic Refrig (Zero Zone)-int										
Sunfish Loan	12,805.32	11,738.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Kuro Fitness Prn						4,045.56	4,045.56	4,045.56	4,045.56	4,045.56
Kuro Fitness Int										
Clear Choice Prn	1,050.10	4,361.10	4,630.05	14,088.27	0.00	0.00	0.00	0.00	0.00	0.00
Clear Choice Int	359.27	1,276.37	1,094.31	443.68	0.00	0.00	0.00	0.00	0.00	0.00
Panther Precision-prn	9,313.01	9,692.43	10,105.26	10,498.30	20,370.28	0.00	0.00	0.00	0.00	0.00
Panther Precision-int	2,228.94	1,849.80	1,349.82	1,043.66	67.90	0.00	0.00	0.00	0.00	0.00
Interest Earnings	9,729.46	7,737.00	8,806.90	6,216.95	2,854.47	3,059.12	2,780.17	4,272.64	4,397.41	4,524.06
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	35,486.10	36,654.91	25,986.34	32,290.86	23,292.65	7,104.68	6,825.73	8,318.20	8,442.97	8,569.62
EXPENDITURES:										
Loan to Clear Choice	24,300.00									
Loan to Kuro Fitness (2013-2023						35,000.00				
Panther Precision-State Share	1,542.00	1,542.00	1,542.00	1,542.00	2,827.00	0.00				
Total Expenditures	25,842.00	1,542.00	1,542.00	1,542.00	2,827.00	35,000.00	0.00	0.00	0.00	0.00
Increase (Decrease) in Cash	9,644.10	35,112.91	24,444.34	30,748.86	20,465.65	(27,895.32)	6,825.73	8,318.20	8,442.97	8,569.62
FUND BALANCE, End of Year	195,140.44	230,253.35	254,697.69	285,446.55	305,912.20	278,016.88	284,842.61	293,160.81	301,603.78	310,173.39

EQUIPMENT REVOLVING FUND #234

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	
FUND BALANCE, Beginning of Year	4,373,436.90	3,669,695.17	3,609,061.22	3,342,842.56	3,276,236.25	1,771,568.61	1,789,284.30	1,709,711.14	1,694,423.81	1,550,388.17	
REVENUES:											
Transfers from General Fund:											
Excess Revenue	0.00	0.00	0.00	12,973.00	0.00	0.00	0.00	0.00	0.00	0.00	
Zayo Fiber					9,519.00						
QCTV Funds				30,000.00							
Sale of Fixed Assets	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Prn-Sunfish Commons	11,873.37	11,438.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Int-Sunfish Commons	931.89	299.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Interest Earnings	210,701.04	128,977.87	131,239.16	76,962.75	32,762.36	17,715.69	17,892.84	25,645.67	25,416.36	23,255.82	
Total Revenues	226,006.30	140,716.02	131,239.16	119,935.75	42,281.36	17,715.69	17,892.84	25,645.67	25,416.36	23,255.82	
EXPENDITURES:											
Capital Outlay:											
Parks CIP											
General Government			26,200.00	16,000.00	57,600.00		97,466.00	40,933.00	169,452.00	56,930.00	**
Fire			17,600.00	32,000.00	136,000.00						
Parks/PW			87,200.00	12,887.81	52,052.00			0.00	0.00	0.00	
Police	0.00	0.00	93,850.00	94,600.00	94,600.00		0.00	0.00	0.00	0.00	
Improvements with qctv funds				31,054.25							
Transfers to General Fund											
Debt Service on Equipment Certificates	217,629.74										
Debt Service on Muni Bldg	298,628.00										
Capital Outlay	392,200.00	201,349.97	50,937.69								
Muni Center Remodel			112,333.26								
Fire Station Generator	21,290.29										
PW Repair parts on sweeper			9,336.87								
Sunwood Drive Realignment					**1,206,697.00**						
Fire Station #2 Rebuild											
Sign Making Equipment											
Total Expenditures	929,748.03	201,349.97	397,457.82	186,542.06	1,546,949.00	0.00	97,466.00	40,933.00	169,452.00	56,930.00	
Increase (Decrease) in Cash	(703,741.73)	(60,633.95)	(266,218.66)	(66,606.31)	(1,504,667.64)	17,715.69	(79,573.16)	(15,287.33)	(144,035.64)	(33,674.18)	
FUND BALANCE, End of Year	3,669,695.17	3,609,061.22	3,342,842.56	3,276,236.25	1,771,568.61	1,789,284.30	1,709,711.14	1,694,423.81	1,550,388.17	1,516,713.99	

** 2014-2017 Are Shown as Funding From Capital Equipment Certificates for Amounts Exceeding Accumulated Depr

Summary Of Capital Oulay New Purchases (per policy adopted 12-18-01)

50% interest earnings/excess revenue	113,003.15	70,358.01	65,619.58	59,967.88	21,140.68	8,857.84	8,946.42	12,822.83	12,708.18	11,627.91
Allowable interest earnings-NEW Capital Purch	642,935.67	713,293.68	778,913.26	838,881.14	860,021.82	868,879.66	877,826.08	890,648.91	903,357.09	914,985.00
New Capital Purchase	0	0	0	0	0	0	0	0	0	0
Remaining Interest Earnings	642,935.67	713,293.68	778,913.26	838,881.14	860,021.82	868,879.66	877,826.08	890,648.91	903,357.09	914,985.00

FACILITY FUND #412

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017
FUND BALANCE, Beginning of Year	169,612.48	168,249.00	174,235.48	137,383.94	169,936.94	171,636.31	173,352.67	75,952.96	77,092.26	53,248.64
REVENUES:										
Excess Revenue Transfer (Year End)	0.00			51,890.00						
Interest Earnings	8,287.01	5,986.48	2,613.53	4,270.00	1,699.37	1,716.36	2,600.29	1,139.29	1,156.38	798.73
Total Revenues	8,287.01	5,986.48	2,613.53	56,160.00	1,699.37	1,716.36	2,600.29	1,139.29	1,156.38	798.73
EXPENDITURES:										
PW Salt Shed	9,650.49									
Property Taxes										
Retrofit PW				18,555.00						
PID Wire Circuits			9,465.07							
Sprinker Fire Station #1									25,000.00	
Land Fire Station #4							100,000.00			
City Hall/Fire Station Design				5,052.00						
City Hall Remodel			30,000.00							
Total Expenditures	9,650.49	0.00	39,465.07	23,607.00	0.00	0.00	100,000.00	0.00	25,000.00	0.00
Increase (Decrease) in Cash	(1,363.48)	5,986.48	(36,851.54)	32,553.00	1,699.37	1,716.36	(97,399.71)	1,139.29	(23,843.62)	798.73
FUND BALANCE, End of Year	168,249.00	174,235.48	137,383.94	169,936.94	171,636.31	173,352.67	75,952.96	77,092.26	53,248.64	54,047.37

Landfill Trust Fund #803

Cash Balance	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	
Beginning Balance	3,616,892	3,307,739	2,896,713	984,328	1,678,503	1,764,793	1,852,346	1,880,132	
Interest Earnings	96,290.49	69,436.26	28,967.13	9,843.28	25,177.54	26,471.89	27,785.20	28,201.97	
Loan Payments-**Interest Only**									
PW Facility Loan-Int (6%)-12yr(2006)									
PD Facility Loan-Int (8%)-20 YR(2015)	22,600	19,519	16,191	12,597	8,716	4,525			
Loan Payments-**Principal Only**									
PW Facility Loan-Prin (6%)-12yr									
PD Facility Loan-Prin (8%)-20 YR	38,512	41,593	44,921	48,515	52,396	56,557			
Internal Loan-Ramsey Rail - Paid back from TIF 2									
Principal			1,200,000	611,000					
Interest			36,220	12,220					
Ramsey Rail-Design with Kimley Horn Anoka JPA			(246,389)						
BNSF-Sunfish			(219,543)						
Muni Center Debt Transfer									
Loan for Ramsey Rail Stop			(1,811,000)						
Loan for North Common Park 17 lot Construction (reimbursed back after sold)			(421,752)						$40,000 attributed to storm(Contract $461,752)
Elmcrest Creek Trail								(75,000)	
Ramsey Crossings-City costs after project failed to happen									
RTC Ramp Expense									
Share of Ramsey Express Bus (net of Grant)	(466,556)	(541,574)	(540,000)						
Trott Brook Trail Corridor								(15,000)	
Remaining Balance	3,307,739	2,896,713	984,328	1,678,503	1,764,793	1,852,346	1,880,132	1,818,334	

LANDFILL TRUST FUND: $202,388 Still in advances on PD bldg

LAWFUL GAMBLING FUND #270

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017
FUND BALANCE, Beginning of Year	190,149.39	216,537.90	114,383.69	138,491.84	138,113.91	139,495.05	94,890.00	120,313.35	106,118.05	130,118.05
REVENUES:										
Required Contributions:										
Anoka Area Ice Arena Association	4,600.00	4,353.83	4,055.03	3,151.50	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Climb Theatre	12,909.70	11,356.76	9,360.78	9,889.04	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
Outreach Six Acres	0.00									
Ramsey Lions Club	23,545.08	21,359.70	16,090.28	18,456.34	17,000.00	21,000.00	21,000.00	21,000.00	21,000.00	21,000.00
Donations	800.00	920.00	5,585.00	385.40	0.00	0.00	0.00	0.00	0.00	0.00
Lions Donation for Building Fund										
Interest Earnings	10,946.04	6,097.00	4,517.06	3,239.79	1,381.14	1,394.95	1,423.35	1,804.70	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	52,800.82	44,087.29	39,608.15	35,122.07	29,381.14	33,394.95	33,423.35	33,804.70	32,000.00	32,000.00
EXPENDITURES:										
Park Improvement Program										
Central Park Entrance Sign/locks		3,235.00								
Lake Itasca Observation Boardwalk								40,000.00		
Observation Deck-Mississippi										55,000.00
Skate Ramp										
Boat Launch				20,000.00						
The Draw Lighting						25,000.00				
Youth First			500.00	5,500.00	8,000.00	8,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Juvenile Diversion			5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
North Commons Park					15,000.00	40,000.00				
Ramsey Foundation-Cor Performance			5,000.00							
Safety Camp			5,000.00	5,000.00						
Community Programs	22,000.00	11,250.00								
Dog Park-Alpine Park		6,959.50								
Skateboard Park in Alpine Park	412.31	124,797.00								
Anoka Aquatic Center Funding	4,000.00									
Transfers to Other Funds -										
Total Expenditures	26,412.31	146,241.50	15,500.00	35,500.00	28,000.00	78,000.00	8,000.00	48,000.00	8,000.00	63,000.00
Increase (Decrease) in Cash	26,388.51	(102,154.21)	24,108.15	(377.93)	1,381.14	(44,605.05)	25,423.35	(14,195.30)	24,000.00	(31,000.00)
FUND BALANCE, End of Year	216,537.90	114,383.69	138,491.84	138,113.91	139,495.05	94,890.00	120,313.35	106,118.05	130,118.05	99,118.05
Amended Fund Balance		114,383.69	138,491.84	138,113.91	139,495.05	94,890.00	120,313.35	106,118.05	130,118.05	99,118.05

MSA Fund

	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
Beginning Balance	825,672	661,593	707,503	389,747	777,818	422,240	447,175	(1,423,354)	(2,503,186)	(3,906,155)
Revenues										
Current Year Allocation (Held at State)	**944,856**	957,571	1,015,240	1,070,753	993,280	933,000	933,000	933,000	933,000	933,000
MSA City **Received** from Held Allocation	194,699	824,093								
F&C Land Proceeds per policy				66,129						
McD & Superamerica Land Proceeds Est					222,107					
Est LandSale Proceeds Estimated Totally Unknown					**200,000**	**200,000**	**300,000**	**300,000**	**300,000**	**300,000**
Interest Earnings	**20,420**	30,085	15,875	1,000	(1,465)	(2,855)	(2,429)	(11,782)	(17,181)	(24,196)
Total Revenue	1,985,647	2,473,342	1,738,619	1,527,630	2,191,740	1,552,385	1,677,746	(202,136)	(1,287,367)	(2,697,351)
Expenditures										
Street Maintenance Projects	(94,102)	(168,600)								
MSA Maintenance (Received from State	(140,000)	(140,000)	(140,000)	(140,000)	(140,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
Held Allocation)	(194,700)	(845,728)								
CIP Projects										
2012 Street Maint Alpine & alpaca				(164,945)						
Highway 47										
Sunwood Drive & Rhinestone in RTC										
County Road #5/Alpine Drive Realignment						(500,000)				
Armstrong/Bunker Bonding				(52,498)	(275,070)	(295,420)	(295,470)	(295,420)	(300,220)	(299,870)
Alpine/Roanoke 10-07		(242,241)	(309,428)							
Alpine Overlay			(56,300)	(231,002)						
Sunwood/Armstrong Intersection Impr (Reim with Future TIF 14)			-							
Bunker Lake Blvd/Sunwood Drive Traffic Signal							(500,000)			
Bunker Lake Blvd Extension							(2,000,000)			
Riverdale Drive Ext Traprock-Armstrong					(1,191,000)					
167th Avenue Extension - to Variolite									(1,500,000)	
Sunfish Lake Blvd/Alpine Drive Intersection Impr			(71,600)							
Dysprosium Street Reconstruction			(607,988)							
McKinley Street (see TIF 1)										
Reconstruct Riverdale to Tungsten St ($837,062-PIR)									(512,938)	
Variolite Street Alpine Drive to RTC								(1,700,000)		
167th Avenue Extension - Jaspar to Armstrong Blvd	(895,252)	(192,631)								
Sunwood Drive-Sunny Ponds										
Sunfish Blvd bond payments		(176,640)	(163,555)	(161,368)	(163,430)	(159,790)	(155,630)	(155,630)	(155,630)	(155,630)
Total Expenditures	(1,324,054)	(1,765,839)	(1,348,871)	**(749,812)**	**(1,769,500)**	**(1,105,210)**	**(3,101,100)**	**(2,301,050)**	**(2,618,788)**	**(605,500)**
Remaining Balance	661,593	707,503	389,747	777,818	422,240	447,175	(1,423,354)	(2,503,186)	(3,906,155)	(3,302,851)

NOTE: Revenue Source from Land Sales may not be there. Estimated only.

MSA Fund

Sources:

1. Annual MSA Allotments
2. Interest Earnings

Expenditure Uses:

1. Transfers to General Fund for budgeted general maintenance to state-aid streets
2. Costs associated with municipal state-aid improvement projects as detailed in CIP or as approved by City Council.

Park Improvement Trust

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017
Beginning Balance	4,234,812	4,332,196	4,014,829	2,021,123	1,987,531	2,457,415	1,350,989	1,200,254	642,258	(1,234,108)
Projected Revenue										
F&C Land Proceeds					101,111					
MC D's & SuperAmerica Land Proceeds						339,600				
Park/Trail Dedications	19,267	1,376	25,934	1,820	619,567	10,000	10,000	10,000	10,000	10,000
Tmobile Tower Rental	16,660	36,000	18,000	18,000	18,000	-	-	-	-	-
Est Land Proceeds						300,000	300,000	300,000	300,000	300,000
Donations	-	-	886	2,174	181	1,000	1,000	1,000	1,000	1,000
Interest Earnings	182,710	130,930	130,683	81,181	19,875	24,574	20,265	18,004	9,634	(18,512)
Total Revenue	218,637	168,306	175,504	103,175	657,623	335,574	331,265	329,004	320,634	292,488
CIP Projects										
Alpaca Estates Outlet									(35,000)	
Alpine Trail					(42,771)					
Alpine Park Winter Facilities										(2,500,000)
Community Garden		(10,000)								
Central Park Redevelopment						(275,000)				(250,000)
Community Building for Elmcrest Park						(460,000)				
Drinking Fountains	(5,080)				(7,000)	(7,000)	(7,000)	(7,000)	(7,000)	
Draw Park			(1,252,957)							
Draw Park Lighting										
Draw Park Waterfall										
Draw Park Entrance Monument						(20,000)				
Draw Park Water Fountains						(15,000)				
Draw Park Landscaping										
Draw Park Grates						(10,000)				
Draw Park Building							(75,000)			
Draw Park Internal Loan			(915,000)							
Rhinestone Parking Lot				(127,837)						
Card Reader-Canoe Rental				(6,777)						
Elmcrest Creek Trail										(225,000)
Elmcrest Park Third Phase/Security	(19,505)	(91,736)								
Elmcrest Park Entrance	(865)						(50,000)			
Emerald Pond	(34,570)									
Fordbrook Playground										(50,000)
Highway 47 underpass	(11,809)									
Hunters Hill Park Redevelopment										(500,000)
Irrigation Titterrud Park										(76,000)
McKinley Trail Connection to Anoka						(10,000)				
Landscape Improvements for Parks	(1,122)			(2,153)	(10,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Mississippi River Park Development									(750,000)	
Multi-Sports Facility								(475,000)		
Park Security Enhancements						(15,000)	(20,000)			
North Commons Park					(66,209)					

Rabbit Park Phase II										(125,000)
Restroom Facilities						(75,000)				
Rhinestone Parking Lot										
Riverdale Park Impr		(55,038)								
Riversbluff Outlaws A Acquisition										(20,000)
Single Road Access Areas							(25,000)			
Sixth Community Park									(1,000,000)	
Smith Parcel for Alpine Park		(51,905)								
Sunfish Lake Park Development	(48,302)	(259,889)	(1,253)							
Sunfish Lake Park-General Fund Transfer for Staff Time on Sunfish Park					(61,759)					
Tennis Courts hydroblasted		(15,800)								
Trail Projects		(1,304)				(550,000)	(300,000)			
Lake Itasca Park Phase I & II (Future Dedications)								(400,000)	(400,000)	(400,000)
Total CIP Projects	(121,253)	(485,673)	(2,169,210)	(136,767)	(187,739)	(1,442,000)	(482,000)	(887,000)	(2,197,000)	(4,151,000)
Remaining Balance	4,332,196	4,014,829	2,021,123	1,987,531	2,457,415	1,350,989	1,200,254	642,258	(1,234,108)	(5,092,620)

Park Improvement Trust Fund

Sources:

1. Park Dedication Fees
2. Donations
3. Interest Earnings
4. Transfers from Landfill Trust Fund

Expenditure Uses:

1. Land Acquisition
2. Park Improvements

PUBLIC IMPROVEMENT REVOLVING [PIR] FUND #400

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017
FUND BALANCE - Beginning of Year	785,490.70	1,328,578.65	1,673,587.11	1,700,019.84	1,850,506.64	1,513,196.71	1,324,828.67	1,210,701.10	1,069,861.62	926,909.54
REVENUES:										
Special Assessments (P&I)	722,623.80	454,468.21	497,225.83	554,388.16	300,000.00	300,000.00	100,000.00	100,000.00	100,000.00	100,000.00
Transfers from Other Funds:										
Business Subsidys from TIF 10 eligible					890,753.00					
General Fund - 10% transfer	0.00	0.00	603,000.00	51,890.00						
Non-TIF Interest Transfer				220,948.00						
TIF 10 Reimbursemenbt Interfund Loan Close Project Funds	135,619.95									
Prn/Int-Park & Ride	12,740.00	12,272.00	11,465.64	11,336.00	10,868.00					
Interest Earnings	50,787.39	67,780.78	62,964.65	41,947.37	18,505.07	15,131.97	19,872.43	18,160.52	16,047.92	13,903.64
Miscellaneous/anoka cty share access mgmt			530.00							
Total Revenues	921,771.14	534,520.99	1,175,186.12	880,509.53	1,220,126.07	315,131.97	119,872.43	118,160.52	116,047.92	113,903.64
EXPENDITURES:										
150th Avenue Sidewalk			51,704	3,000						
2012 Budget-Muni Center Debt					603,000					
151/152nd Assessment			211,686	72,351						
Ute Stret Assess			31,168	7,223						
Phone Survey Road Maint/Decision Resources & Himle Rapp				**37,474**						
Dysprosium Assess				104,054						
Chameleon Street Assess				120,441						
Transmission Lines buried (internal Loan Res TIF 14- 4% interest 3-8-11				130,199						
Add'l 2010 Street Maint program				17,262						
Ramp Costs was TIF 1 but had to transfer to TIF 10 for Ehlers Error (see TIF 1)					377,936					
Azurite Septic Repair Assessed			5,174							
Alpine Drive Railroad Crossing					98,000					
River Pines Lift Station Street Connection										55,000
Reconstruct Riverdale to Tungsten St ($512,938-MSA)										(837,062)
IF used ShortTerm funding for budget for street maint						219,500				
Alpine /Roanoake Assess				11,087						
Single Road Access Areas						25,000		25,000	25,000	25,000
Foster ROW Purchase			380,312							
Anoka Cnty S.A. Expenses	6,133	6,464	6,865	5,601	14,000	14,000	14,000	14,000	14,000	14,000
Transfers to Other Funds:										
S/A To proj/bond funds 2012 Gen Fund Budget Transfer					244,500	25,000				
Closed Project Funds	137,202			15,895						
General - Street Maint Prog	235,349	183,048	461,845	205,435	220,000	220,000	220,000	220,000	220,000	220,000
Total Expenditures	378,683	189,513	1,148,753	730,023	1,557,436	503,500	234,000	259,000	259,000	(523,062)
INCREASE (DECREASE) IN CASH	543,087.95	345,008.46	26,432.73	150,486.80	(337,309.93)	(188,368.03)	(114,127.57)	(140,839.48)	(142,952.08)	636,965.64
FUND BALANCE - End of Year	1,328,578.65	1,673,587.11	1,700,019.84	1,850,506.64	1,513,196.71	1,324,828.67	1,210,701.10	1,069,861.62	926,909.54	1,563,875.19
			1,097,019.84	**1,247,506.64**						
	1,307,439.00	1,652,447.00	1,700,019.84	$603,000 encumbered from Fund Balance						
	21,139.65	21,140.11	21,139.37	21,139.64						

Sewer Utility Fund - Working Capital

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	
Beginning Balance	6,208,423	6,578,086	4,970,678	4,862,722	5,534,360	5,983,017	6,165,235	6,597,118	6,879,669	7,341,294	
Utility Revenue											
From Utility Billings	1,208,843	1,200,891	1,261,609	1,236,771	1,258,237	1,289,693	1,321,935	1,354,983	1,514,343	1,514,343	
Internal Loan to offset Muni Center Debt beginning year 2010-2029 @2%			30,243	61,853	61,853	61,853	61,853	61,853	61,853	61,853	
Interal loan to offset RTC land Purchase - 10 Year @ 2% (When land proceeds received)					259,880	259,880	259,880	259,880	259,880	259,880	
Interest Earnings	329,043	206,288	244,914	138,022	55,344	59,830	92,479	98,957	103,195	110,119	
SAC(3421 acct)	16,400	9,200	7,760	5,000	1,000	1,000	1,000	1,000			
Connection Charges-Trunk (3431 acct)3% ann	12,060	4,862	36,206	-	10,000	10,000	10,000	10,000	10000		
Reduced by John Peterson Reim of 483 units											
Operating Expense (Personal Services, Supplies, Other Services & Charges)	(526,105)	(656,533)	(688,688)	(764,110)	(1,197,656)	(1,257,538)	(1,295,264)	(1,334,122)	(1,374,146)	(1,415,370)	
CIP Projects-Sewer Utilities											
Utility Truck										(25,000)	
Sewer Jet Vac Truck	(343,355)	(4,717)									
Abandon Wildlife Sanctuary Lift Station										(352,000)	
Pump				(5,898)							
Abandon Liftstation River Pines										(45,000)	
167th Avenue Extension											
Interal loan RTC land Purchase - 10 Year @ 2% (When land procee		(2,334,394)									
Elmcrest Park											
NW S&W Ext	(34,973)	(33,005)									
PW Land/Building	(292,250)										
Sewer ext for NE Area (20 year at 4.5%)										(268,744)	**-268744 for 19 more years**
Sewer Ext Armstrong to Traprock						(202,500)					
Fire Station #1 Sanitary Sewer							(20,000)				
Lift Station #1 Replace Cabinet						(40,000)					
Internal Loan to offset Muni Center Debt beginning year 2010-2029 @2%			(1,000,000)								
Brookfield-Oversizing san sewer											
Septic Discharge System									(113,500)		
Water Treatment Plant Extend Sewer											
West Mississippi Park Sewer								(170,000)			
Remaining Balance	6,578,086	4,970,678	4,862,722	5,534,360	5,983,017	6,165,235	6,597,118	6,879,669	7,341,294	7,181,375	

Stormwater Management Fund #292

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017
Beginning Balance	920,836	967,741	398,378	331,455	346,887	454,290	468,933	486,117	503,559	521,262
Developer's Contributions	425	-	24,473	7,732	102,905	10,000	10,000	10,000	10,000	10,000
Interest Earnings	47,707	27,494	15,142	7,700	4,498	4,643	7,184	7,442	7,703	7,969
CIP Projects-Park Projects										
Wetland Credits			(50,610)							
Sunfish Lake Blvd Storm		(200,000)								
Outfall to Mississippi	(1,227)	(396,857)	(55,928)							
Sunwood Drive										
NE/NW Sewer Extension										
Remaining Balance	967,741	398,378	331,455	**346,887**	454,290	468,933	486,117	503,559	521,262	539,231

Storm Water Utility Fund #605

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017
Working Capital										
Beginning Balance	601,525	615,570	755,066	938,086	805,183	768,735	705,822	385,591	310,933	86,141
Utility Revenue From Utility Billings	566,506	578,666	617,366	617,579	628,000	659,400	679,182	699,557	720,544	742,161
Interest Earnings	26,436.00	26,732.19	35,398.00	24,701.00	8,051.83	7,687.35	10,587.33	5,783.87	4,663.99	1,292.11
Operating Expense (Personal Services, Supplies, Other Services & Charges)	(162,893)	(168,611)	(173,669)	(194,783)	(275,000)	(275,000)	(275,000)	(275,000)	(275,000)	(275,000)
CIP Projects-Stormwater Utility										
County 43 Ditch Cleaning									(150,000)	
Annual Drainage Enhancement						(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
River Storm Water Discharge Treatment						(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
North Commons Park					(40,000)					
Storm Sewer Ext from Bunker to Lake Ramsey						(250,000)				
Rum River Hills Storm					(57,500)					
PW Land/Building	(292,250)									
West Mississippi Outlet										(250,000)
RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)20 Year at 5%							(560,000)			
Whispering Pines Est Plat 2 Storm								(330,000)		
Storm Water Projects	(123,754)	(297,291)	(296,075)	(580,400)	(300,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Storwater Drainage Impr (see project list)						(30,000)			(350,000)	(30,000)
Remaining Balance	615,570	**755,066**	938,086	805,183	768,735	705,822	385,591	310,933	86,141	99,593

Street Light Utility Fund #603 - Working Capital

	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017
Beginning Balance	971,123	1,091,042	1,107,885	1,167,489	1,204,373	1,206,978	1,192,665	1,165,533	1,117,493	1,046,180
Utility Revenue From Utility Billings	183,560	172,897	179,272	178,850	175,000	175,000	175,000	175,000	175,000	175,000
Contributions from Developers										
Interest Earnings	52,781.00	40,288.00	41,462.00	27,326.00	12,043.73	12,069.78	17,889.97	17,483.00	16,762.40	15,692.71
Operating Expense (Personal Services, Supplies, Other Services & Charges)	(96,261)	(118,026)	(140,032)	(144,930)	(169,439)	(186,383)	(205,021)	(225,523)	(248,075)	(248,075)
CIP Projects-Street Light Utility										
Priority/Developer Street Lights	$ (20,161)	$ (78,316)	$ (21,098)	$ (24,362)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)
Remaining Balance	1,091,042	1,107,885	1,167,489	1,204,373	1,206,978	1,192,665	1,165,533	1,117,493	1,046,180	973,798

Water Utility Fund #601

		Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	
	Capital Expenses-Equipment										
	CIP Projects										
	PW Land/Building										
	PW Land/Building-Internal Loan 2009-2029 @2%										
	Internal Loan to offset Muni Center Debt beginning year 2009-2029 2%	$ (1,000,000)									
	Internal Loan for RTC Land Purchase-10 Year @ 2% When Land Sold	$ (2,334,394)									
	Internal Loan to offset Muni Center Debt beginning year 2011-2030 @2%			$ (1,000,000)							
	Utility Truck									$ (25,000)	
A.	**Water Supply & Treatment Improvements**										
1	Renovate Pump House #2									$ (49,000)	
2	Renovate Pump House #3									$ (60,000)	
	Well house I Improvements				$ (30,000)						
3	Well #1 Rehabilitation				$ (50,000)	$ (58,000)	$ (30,000)	$ (32,000)	$ (35,000)	$ (38,000)	
4	Well #7 & 8	$ (69,373)									
6	Bonding & Study for Water Treatment Facility (20 yrs @5.0%-$18.4M)								$ (1,457,182)	$ (1,457,182)	
7	Site Acquisition for Water Treatment Plant							$ (1,000,000)			
8	Water Meter Replacement	$ (209,999)	$ (210,571)	$ (109,665)	$ (249,200)						
B.	**Water Storage Improvements**										
1	1.5 MG Ground Storage Reservoir							$ (2,000,000)			
2	2.00 MG Elevated Storage Reservoir (Elmcrest Park)	**$ (2,176,853)**	$ (1,213,501)								
3	2.00 MG Elevated Storage Reservoir (Elmcrest Park) Site Land	**$ (768,513)**									
C.	**Distribution System Improvements**										
2	Alpine Park to Regency Pond	**$ (314,533)**									
5	NE & NW S&W Ext										
8	Alpine Drive-CSAH 5 to Germanium St Watermain						$ (100,000)				
	Magnesium St Watermain Looping										
	Fire Station #1 Extension of Water										
9	Oak Park Terrace										
12	River Pines Lift Station Water Connection									$ (20,000)	
17	General Infrastructure Needs				$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	$ (250,000)	
D.	**Distribution System Maintenance Improvements**										
	Watermain Looping Bunker Lake Blvd						$ (225,000)				
	Watermain Looping Sunfish Lake Blvd								$ (350,000)		
	Sunfish Lake Blvd/Alpine Drive Intersection Sign			$ (62,995)							
6	Watermain Looping Ramsey Blvd Armstrong Blvd					$ (521,000)					
	Subtotal - Capital Expenses	$ (6,873,666)	$ (1,424,072)	$ (1,172,660)	$ (579,200)	$ (829,000)	$ (605,000)	$ (3,282,000)	$ (2,092,182)	$ (1,874,182)	
	Operational Expenses										
	Operating Expense-Distribution and Administration	$ (603,685)	$ (792,870)	$ (801,733)	$ (922,943)	$ (950,631)	$ (979,150)	$ (1,008,525)	$ (1,038,780)	$ (1,069,944)	
	Operating Expense-Treatment					$ (579,115)	$ (596,489)	$ (614,383)	$ (632,815)	$ (651,799)	
	Subtotal-Operating Expense	$ (603,685)	$ (792,870)	$ (801,733)	$ (922,943)	$ (1,529,746)	$ (1,575,639)	$ (1,622,908)	$ (1,671,595)	$ (1,721,743)	
	Total Annual Expenses	$ (7,477,351)	$ (2,216,942)	$ (1,974,393)	$ (1,502,143)	$ (2,358,746)	$ (2,180,639)	$ (4,904,908)	$ (3,763,777)	$ (3,595,925)	
	Water System Revenue										
:al Impact Study 10/05 reduced by 200-300 units per year to be conservative))		895	784	900	502	394	369	301	160	160	
	Water Sales (gallons/year)	923,993,850	973,353,713	975,000,000	975,000,000	975,000,000	975,000,000	975,000,000	1,269,000	1,269,000	
	Water rates ($/1000 gal)(5% annual increase)	$ 2.05	$ 2.16	$ 2.27	$ 2.38	$ 2.38	$ 2.50	$ 2.62	$ 2.75	$ 2.89	
	Water Availability Charge (WAC) ($/connection)()	$ 1,557	$ 1,627	$ 1,701	$ 1,640	$ 1,681	$ 1,723	$ 1,766	$ 1,810	$ 1,856	
	Connection/Trunk Charge ($/connection)(4.5% after year 2005)	$ 2,113	$ 2,209	$ 2,308	$ 2,226	$ 2,282	$ 2,339	$ 2,397	$ 2,457	$ 2,519	
	Water Rate Revenue(Water Sales/1000 x Water Rates) + water meters	$ 1,693,581	$ 1,633,461	$ 1,820,130	$ 1,888,402	$ 1,888,402	$ 1,945,054	$ 2,003,406	$ 2,063,508	$ 2,125,413	
	WAC Revenue(Service Connections x Wac Charge)	$ 77,850	$ 165,406	$ 83,349	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 289,641	$ 296,882	
unk Charge Revenue (Service Connections when platted x Connection Charge)		$ 10,600	$ 79,711	$ -	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 393,134	$ 402,962	
	Interest Earnings	$ 459,839	$ 306,955	$ 267,790	$ 125,195	$ 138,586	$ 140,828	$ 146,626	$ 112,521	$ 101,666	
	Total System Revenue	$ 2,241,870	$ 2,185,533	$ 2,171,269	$ 2,313,597	$ 2,326,988	$ 2,385,882	$ 2,450,031	$ 2,858,804	$ 2,926,923	
	Trunk Charges returned for John Peterson's Agreement				$ (300,000)	$ (200,000)	$ (200,000)	$ (200,000)	$ (200,000)	$ (100,000)	
		(384 units)	(348 units)	(271 units)	(242 units)	(195 units)	(170 units)	(187 units)	(130 units)	(45 units)	Net of $6 m
	Internal Loan to offset Muni Center Debt beginning year 2009-2029 2% Paid off i	$ 80,243	$ 80,243	$ 956,762							until 2028
	PW Land/Building-Internal Loan 2009-2029 @2%	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	until 2028
	Internal Loan to offset Muni Center Debt beginning year 2011-2030 @2%			$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	until 2029
	Internal Loan for RTC Land Purchase-10 Year @ 2% When Land Sold				$ 259,880	$ 259,880	$ 259,880	$ 259,880	$ 259,880	$ 259,880	
	Water Working Capital Balance										Profit
	Total Annual Expenses	$ (7,477,351)	$ (2,216,942)	$ (1,974,393)	$ (1,502,143)	$ (2,358,746)	$ (2,180,639)	$ (4,904,908)	$ (3,763,777)	$ (3,595,925)	
	Total System Revenue	$ 2,381,640	$ 2,325,303	$ 3,249,411	$ 2,394,857	$ 2,508,248	$ 2,567,142	$ 2,631,291	$ 3,040,064	$ 3,208,183	
	Net Income(Loss)	$ (5,095,711)	$ 108,361	$ 1,275,018	$ 892,714	$ 149,501	$ 386,503	$ (2,273,617)	$ (723,713)	$ (387,742)	
	Beginning Water Working Capital Balance	$ 12,058,651	$ 6,962,941	$ 7,071,302	$ 8,346,320	$ 9,239,034	$ 9,388,535	$ 9,775,038	$ 7,501,421	$ 6,777,708	
	Ending Water Working Capital Balance	$ 6,962,941	$ 7,071,302	$ 8,346,320	$ 9,239,034	$ 9,388,535	$ 9,775,038	$ 7,501,421	$ 6,777,708	$ 6,389,966	

TIF Projections District #1-Rivers Bend

Projected Revenue FOR TIF I	Actual 2009	Actual 2010	Projected 2011	FUTURE Projected 2012	2013>	
District I (2011)						
Balance	1,012,349	1,415,773	2,122,527	2,785,666	126,044	
Revenues						
TIF Increments	886,402	867,508	844,792			
Trans from TIF 10 Land sales/Orig Land Purchased with TIF 1 Bond (Fund 332)			787,803			
Advancement on F&C 10-year Loan (See $1,420,000 below)				**120,000**		
Transfer from TIF 10 for non-increment int attriuted to land sales above			24,713			
F&C Loan Paid Back					**1,300,000**	
Repay for Sunfish Park	30,000					
Bond Proceeds						
Transfer of Int earnings prior to 1997 to HRA			(263,496)			
Interest Earnings	44,765.79	59,429.26	60,182.23	5,000.00	2,000.00	
Total Revenue	961,168	926,937	1,453,994	125,000	1,302,000	
Less:						
Bond Principal (Fund 322/334, 324)						
Bond Interest						
Bond Prn/Int-Sunfish Business Park(Fund 331, 332)						
($1,045,000 & $1,215,000)	(327,127)					
(Azurite St & Waste Mgmt Site)						
Bond Principal (B&A Cyl $1,035,000) FUND #342	(175,000)	(185,000)	(200,000)			
Bond Interest (B&A Cyl $1,035,000)	(28,485)	(19,735)	(10,300)			
McKinley Street or Road Reconstructions					**(1,235,000)**	Only After F&C pays back 1.3M
Interfund Loan F&C (Tif Spending Plan)				**(1,420,000)**		
Administrative Expenses	(27,132)	(15,448)	(17,497)	(1,217)		
Total Expense	(557,744)	(220,183)	(227,797)	(1,421,217)	(1,235,000)	
CIP Project Costs:						
*** Well #3 (97 CIP)						
Amoco Acquisition						
KIH Acq (with TIF 2 & 4)						
B&A Cylinder (bonded)6 yrs @4.5%						
Ramp Construction Extension (see PIR Fund)			(563,058)	(123,405)		
Rail Stop ROW				(862,064)		
Pay TIF 10 for Transaction Error by Ehlers (See $787,803 transfer above, put TIF 10 Neg)				(377,936)		
County #116 acquisition					**(193,000)**	**Only After F&C pays back 1.3M**
Total CIP Project Costs	-	-	(563,058)	(1,363,405)	(193,000)	
Remaining TIF Balance	1,415,773	2,122,527	2,785,666	126,044	44	
(Total Revenue less Total Project Costs						

TIF Projections District #2 - Gateway

(2013)

	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013
Revenues					
TIF Increments on agreements	$ 1,713,092	$ 1,778,780	$ 1,823,891	$ 1,437,582	$ 1,437,582
Internal Loan From Landfill Trust for RAIL ROW				1,811,000	
Transfer of Int earnings prior to 1997 to HRA			(41,387)		
Interest Earnings(2000 neg int adj for borrowing)	80,303.68	122,918.08	111,750.72	80,114.47	(7,060.38)
Total Revenue	$1,793,395	$1,901,698	$1,894,255	$3,328,696	$1,430,522
Expenses					
Sauter Land Purchase Bond Int (Fund 329 $1,680,000 Bond-18% of bond)	**(7,152)**	**(3,993)**	(608)		
Interest Correction from 2003					
Sauter Land Purchase Bond Prin (Fund 329 $1,680,000 Bond-18% of bond)	**(48,600)**	**(51,300)**	(9,000)		
Parabody Pay-Go(site impr)	**(20,264)**	**(20,264)**	(20,264)	(20,264)	(20,264)
*** Well #5-Bond Prin (Fund 328 $1,695,000 bond)	**(450,000)**				
Well #5 Bond Int (Fund 328 $1,695,000 Bond)	**(12,038)**				
Bond Interest (Fund 323/335 $2,600,000 Bond)	**(10,468)**	**(3,644)**			
Bond Principal (Fund 323/335 $2,600,000 Bond)	**(265,000)**	**(265,000)**			
Sharp Reimbursement-Sunfish Gateway	**(46,875)**	**(46,875)**	(46,875)		
Debt Service from TIF 8	**(84,577)**	**(52,385)**		(82,476)	(82,746)
F&C City Fees(Spending Plan)				(2,443,202)	
Sharp-Duncan Project					
Administrative Expenses	(35,133)	**(13,960)**	(18,438)	(40,000)	(40,000)
Total Expense	($980,107)	($457,422)	($95,184)	($2,585,942)	($143,010)
AVAILABLE REVENUES	$813,288	$1,444,276	$1,799,071	$742,754	$1,287,512
CIP Project Costs:					
Bury Carlson Land					
Brown Property					
Command/National Growth-Minks Property	**(25,000)**	**(25,000)**	(25,000)		
141st Avenue Road Construction					
142nd Court Street Improvements (B&A Cyl)			(325,000)		
Internal Loan from TIF 14 for Admin Fees F&C project		**(89,069)**	(126,701)	(286,416)	
RAIL Stop (See Internal Loan From Above)				**(3,890,000)**	
Internal Loan from Landfill TRUST-Principal for RAILSTOP ROW				(1,200,000)	(611,000)
Internal Loan from Landfill TRUST-Interest 2% for RAILSTOP ROW				(36,220)	(12,220)
Pond Reim-Tag Machine	(19,360)				
County Road #116 (#47 toDysprosium)			**(450,000)**	(600,000)	
Sunwood Drive Realignment				(500,000)	
County Road #116 (Dysprosium to County #57)	(58,225)			(41,775)	
Total CIP Project Costs	(102,584)	(114,069)	(926,701)	(6,554,411)	(623,220)
***Projects complete or to be completed					
***Projects as placeholders only					
(Available Revenue less Total Project Costs)	$710,704	$1,330,207	$872,370	($5,811,657)	$664,292
Remaining TIF Balance/(Deficit)	$3,138,388	$4,468,595	$5,340,965	($470,692)	$193,600

TIF Projections District #4-Front Street

Projected Revenue FOR TIF IV	Actual 2009	Actual 2010	Actual 2011	Projected 2012	Projected 2013	Decertifies Projected 2014
District I (2014)						
Balance	858,342	1,349,205	321,844	420,373	171,394	8,965
Revenues						
TIF Increments	535,185	483,351	443,706	400,000	400,000	400,000
Auction Proceeds-0asis			2,029			
Transfer of Int earnings prior to 1997 to HRA			**(52,367)**			
Interest Earnings	36,234.24	24,187.28	9,105.95	6,305.60	2,570.91	134.47
Total Revenue	571,419	507,539	402,474	406,306	402,571	400,134
Less:						
GB Properties	(25,000)					
Riverview Community Bank (Premier Land Reim)	(30,573)	(30,573)	(30,573)	(15,285)		
Administrative Expenses	(24,982)	(31,847)	(11,726)	(15,000)	(15,000)	(15,000)
Total Expense	(80,555)	(62,420)	(42,299)	(30,285)	(15,000)	(15,000)
CIP Project Costs:						
Oasis Market		(1,078,195)	(11,645)			
US Bank Road Easement		(89,630)				
Street Recon-Annual Road Improvements & Sunwood Drive		(304,655)	(250,000)	(275,000)	(275,000)	(394,000)
Riverdale Drive Ext Traprock-Armstrong					(275,000)	
Alpine Drive Road Improvement (South of Alpine Drive in DD1)				(350,000)		
***Project Completed						
Total CIP Project Costs	-	(1,472,480)	(261,645)	(625,000)	(550,000)	(394,000)
Remaining TIF Balance	1,349,205	321,844	420,373	171,394	8,965	99
(Total Revenue less Total Project Costs					-	
Note: 100% of Prin & interest paid thru TIF						

TIF Projections District #7
B&B Carpeting

Projected Revenue FOR TIF VII	**Actual 2008**	**Actual 2009**	**Actual 2010**	**Actual 2011**	**Projected 2012**	**Projected 2013**	**Projected 2014**	**Decertifies Projected 2015**	
District VII (2015)									
Balance	(13,265)	(6,104)	2,022	7,935	13,219	13,698	14,207	14,716	
Revenues									
B&B Carpeting	31,235	31,733	29,266	30,132	29,484	27,879	27,879	27,879	321256.78
Special Assessment-Prin									
Special Assessment Int									
Interest Earnings	(561.28)	(75.23)	204.54	212.53	442.26	418.19	418.19	418.19	
Total Revenue	30,673	31,657	29,471	30,344	29,927	28,297	28,297	28,297	343227.58
Less:									
B&B Revenue Note-Prn (site impr	(23,000)	(23,000)	(23,000)	(23,000)	(26,500)	(25,000)	(25,000)	(25,000)	
B&B Revenue Note-Int									
Administrative Expenses	(513)	(531)	(558)	(2,060)	(2,948)	(2,788)	(2,788)	(2,788)	
S&W Extension									
Total Expense	(23,513)	(23,531)	(23,558)	(25,060)	(29,448)	(27,788)	(27,788)	(27,788)	
Remaining TIF Balance	(6,104)	2,022	7,935	13,219	13,698	14,207	14,716	15,225	

(Total Revenue less Total Project Costs

TIF Projections District #8
Maken

Projected Revenue FOR TIF VIII	**Actual 2009**	**Actual 2010**	**Actual 2011**	**Projected 2012**	**Projected 2013**	**Projected 2014**	**Projected 2015**	**Projected 2016**	**Projected 2017**
District VIII (2028)									
Balance	6,713	8,912	8,233	1,916	94,564	96,583	8,032	232,253	459,837
DECERTIFY IN 2015 Debt over & positive Bal									
Revenues									
Land Proceeds-Lundeen									
Land Proceeds-W Properties									
Land Proceeds-Cullinan									
Relocation Fees									
Tax Increment	267,591	297,177	363,501	359,957	250,000	250,000	250,000	250,000	250,000
Transfer from TIF 2 to pay 20-40% bonded debt	84,577	52,385		126,426					
Interfund Loan from PIR									
Interest Earnings	1,147.96	2,021.51	1,584.71	28.74	1,418.46	1,448.75	120.48	3,483.80	6,897.56
Total Revenue	353,316	351,584	365,086	486,411	251,418	251,449	250,120	253,484	256,898
Less:									
Principal on 920,000 GOTI Bond (Fund 330 141st&143rd)			(220,000)	(200,000)	(200,000)	(300,000)			
Int on 920,000 GOTI Bond(fund 330-141st &143rd Ave)	(32,936)	(42,050)	(41,863)	(32,800)	(23,500)	(14,100)			
Principal on 1,680,000 GO Taxable(Fund 329 Maken Land bond -82%)	(221,400)	(233,700)	(41,000)						
Interest on 1,680,000 GO Taxable(Fund 329 Maken Land Bond -82%)	(42,238)	(18,192)	(2,768)						
S&W Trunk-Sauter & RJM				(117,727)					
Interfund Loan Prn									
Interfund Loan Int									
Clean up Cullinan Site	(17,454)								
W Properties (Land Reimbursement)	(15,899)	(15,899)	(15,899)	(15,900)	(15,899)	(15,900)	(15,899)	(15,900)	(15,899)
Lundeen Holdings (Phase II Reimbursement)		(40,000)	(45,000)	(17,337)					
Administrative Expenses	(21,190)	(2,423)	(4,873)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Total Expense	(351,117)	(352,263)	(371,402)	(393,764)	(249,399)	(340,000)	(25,899)	(25,900)	(25,899)
CIP Project Costs:									
Total CIP Project Costs	-	-	-	-	-	-	-	-	-
Remaining TIF Balance	8,912	8,233	1,916	94,564	96,583	8,032	232,253	459,837	690,836
(Total Revenue less Total Project Costs									

Note: Will need to pool increment from TIF 2 to pay off bonds

TIF Projections District #8
Maken

Projected Revenue FOR TIF VIII	**Projected 2018**	**Projected 2019**	**Projected 2020**	**Projected 2021**	**Projected 2022**	**Projected 2023**	**Projected 2024**	**Projected 2025**	**Projected 2026**	**Projected 2027**	**Projected 2028**
District VIII (2028)											
Balance	690,836	925,298	114,945	340,770	569,982	818,532	1,070,810	1,326,872	1,586,775	1,850,577	2,118,335
DECERTIFY IN 2015 Debt over & positive Bal											
Revenues											
Land Proceeds-Lundeen											
Land Proceeds-W Properties											
Land Proceeds-Cullinan											
Relocation Fees											
Tax Increment	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Transfer from TIF 2 to pay 20-40% bonded debt											
Interfund Loan from PIR											
Interest Earnings	10,362.54	13,879.47	1,724.18	5,111.54	8,549.73	12,277.98	16,062.15	19,903.08	23,801.63	27,758.65	31,775.03
Total Revenue	260,363	263,879	251,724	255,112	258,550	262,278	266,062	269,903	273,802	277,759	281,775
Less:											
Principal on 920,000 GOTI Bond (Fund 330 141st&143rd)											
Int on 920,000 GOTI Bond(fund 330-141st &143rd Ave)											
Principal on 1,680,000 GO Taxable(Fund 329 Maken Land bond -82%)											
Interest on 1,680,000 GO Taxable(Fund 329 Maken Land Bond -82%)											
S&W Trunk-Sauter & RJM											
Interfund Loan Prn		(500,000)									
Interfund Loan Int		(548,333)									
Clean up Cullinan Site											
W Properties (Land Reimbursement)	(15,900)	(15,899)	(15,900)	(15,899)							
Lundeen Holdings (Phase II Reimbursement)											
Administrative Expenses	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(22,103)
Total Expense	(25,900)	(1,074,232)	(25,900)	(25,899)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(22,103)
CIP Project Costs:											
Total CIP Project Costs	-	-	-	-	-	-	-	-	-	-	-
Remaining TIF Balance	925,298	114,945	340,770	569,982	818,532	1,070,810	1,326,872	1,586,775	1,850,577	2,118,335	2,378,007
(Total Revenue less Total Project Costs											

Note: Will need to pool increment from TIF 2 to pay off bonds

Projected Revenue FOR TIF IX	**Actual 2009**	**Actual 2010**	**Actual 2011**	**Projected 2012**	**Projected 2013**	**Projected 2014**	**Projected 2015**	**Projected 2016**
District IIX (2029) Balance	(19,742)	(17,882)	(14,641)	(16,854)	(17,069)	(18,597)	(20,136)	(21,687)
Revenues								
Tax Increment	27,910	29,250	24,867	24,902	24,000	24,000	24,000	24,000
Interfund Loan-PIR								
Interest Earnings	(521.59)	(439.00)	(237.27)	(126.41)	(128.01)	(139.47)	(151.02)	(162.65)
Total Revenue	27,389	28,811	24,630	24,776	23,872	23,861	23,849	23,837
Administrative Expenses	(529)	(570)	(1,844)	(2,490)	(2,400)	(2,400)	(2,400)	(2,400)
Site Improvements(2004-2023)	(25,000)	(25,000)	(25,000)	(22,500)	(23,000)	(23,000)	(23,000)	(23,000)
Total Expense	(25,529)	(25,570)	(26,844)	(24,990)	(25,400)	(25,400)	(25,400)	(25,400)
Remaining TIF Balance	(17,882)	(14,641)	(16,854)	(17,069)	(18,597)	(20,136)	(21,687)	(23,250)

(Total Revenue less Total Project Costs

Projected Revenue FOR TIF IX	**Projected 2017**	**Projected 2018**	**Projected 2019**	**Projected 2020**	**Projected 2021**	**Projected 2022**	**Projected 2023**
District IIX (2029) Balance	(23,250)	(24,824)	(26,410)	(28,008)	(26,618)	(20,636)	(19,609)
Revenues							
Tax Increment	24,000	24,000	24,000	24,000	28,582	28,582	28,582
Interfund Loan-PIR							
Interest Earnings	(174.37)	(186.18)	(198.08)	(210.06)	(199.64)	(154.77)	(147.07)
Total Revenue	23,826	23,814	23,802	23,790	28,382	28,427	28,435
Administrative Expenses	(2,400)	(2,400)	(2,400)	(2,400)	(2,400)	(2,400)	(6,878)
Site Improvements(2004-2(	(23,000)	(23,000)	(23,000)	(20,000)	(20,000)	(25,000)	(25,000)
Total Expense	(25,400)	(25,400)	(25,400)	(22,400)	(22,400)	(27,400)	(31,878)
Remaining TIF Balance	(24,824)	(26,410)	(28,008)	(26,618)	(20,636)	(19,609)	(23,052)

(Total Revenue less Total Project Costs

Projected Revenue FOR TIF IX	**Projected 2024**	**Projected 2025**	**Projected 2026**	**Projected 2027**	**Projected 2028**	**Projected 2029**
District IIX (2029) Balance	(23,052)	(1,521)	20,172	42,027	64,046	86,231
Revenues						
Tax Increment	28,582	28,582	28,582	28,582	28,582	28,582
Interfund Loan-PIR						
Interest Earnings	(172.89)	(11.41)	151.29	315.20	480.35	646.73
Total Revenue	28,409	28,571	28,733	28,897	29,062	29,229
Administrative Expenses	(6,878)	(6,878)	(6,878)	(6,878)	(6,878)	(6,878)
Site Improvements(2004-2023)						
Total Expense	(6,878)	(6,878)	(6,878)	(6,878)	(6,878)	(6,878)
Remaining TIF Balance	(1,521)	20,172	42,027	64,046	86,231	108,581

(Total Revenue less Total Project Costs

TIF Projections District #10
Sunfish Commons

Projected Revenue FOR TIF X	**Actual 2009**	**Actual 2010**	**Actual 2011**	**Decertifies Projected 2012**
District X (2012) Balance	521,185	719,029	927,756	304,120
Revenues				
Tax Increment	106,510	182,015	179,171	179,000
Adjust off Land Proceeds deposited in TIF 10 but used TIF 1 funds to purchase			(787,803)	
Transfer back part of proceeds of the $787,803 per state Auditor Findings				377,936
Interest From Land Proceeds Directly Above transferred to TIF 1 who bought land originally			(24,713)	
Diamond Graphics				
QDP/JBT Alliance Land	74,909			
Interest Earnings	21,503.46	28,082.40	12,454.45	2,280.90
Total Revenue	202,923	210,098	(620,890)	559,217
Administrative Expenses	(1,088)	(1,370)	(2,746)	
Transfer to PIR fund for Subsidies on Dev Agreement				(863,337)
Road Construction-Waltec	(3,990)			
Land Acquisition	-	-		
Total Expense	(5,078)	(1,370)	(2,746)	(863,337)
Remaining TIF Balance (Total Revenue less Total Project Costs	719,029	927,756	304,120	(0)

TIF Projections District #14-COR

Projected Revenue FOR TIF IV	Projected 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017
District I						
Balance	-	(20,000)	(20,300)	(3,430,605)	(3,482,064)	(3,534,295)
Revenues						
TIF Increments		-	-	-	-	-
Interfund Loan - TIF #2	500,000					
Interest Earnings	-	(300)	(305)	(51,459)	(52,231)	(53,014)
Total Revenue	500,000	(300)	(305)	(51,459)	(52,231)	(53,014)
Expenditures						
Administrative Expenses	(500,000)					
Interest on Interfund Loan Est - 4%	(20,000)					
Total Expenditures	(520,000)	-	-	-	-	-
CIP Project Costs:						
RTC Bunker (Armstrong to Bunker Lake Blvd)			(3,010,000)			
Zeolite Street			(400,000)			
Total CIP Project Costs	0	-	(3,410,000)	-	-	-
Remaining TIF Balance	(20,000)	(20,300)	(3,430,605)	(3,482,064)	(3,534,295)	(3,587,309)

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-02-027

RESOLUTION ADOPTING THE 2013-2017 CAPITAL IMPROVEMENT PROGRAM (CIP)

WHEREAS, the Ramsey City Charter states that the City of Ramsey will adopt a Capital Improvement Program (CIP) annually; and

WHEREAS, the CIP will consist of at least five years, and will estimate the future needs for the public health, safety and welfare of the City; and

WHEREAS, the CIP shall consist of projects and facilities (capital improvements) proposed to be undertaken during the next five fiscal years, which is 2013-2017 with appropriate supporting information as to the necessity of such improvements, cost estimates, and method of financing; and

WHEREAS, the Capital Improvement Program (CIP) is a forecasting tool and not actual, committee projects and expenditures.

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) The City Council of the City of Ramsey authorizes the adoption of the 2013-2017 Capital Improvement Program (CIP)

The motion for the adoption of the foregoing resolution was duly seconded by 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 12th day of February, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 1.**

Meeting Date: 02/12/2013

By: Tim Gladhill, Community Development

Information

Title:

Consider Preliminary Plat, Final Plat, and Site Plan Approval for SEASONS OF RAMSEY Located at the Northeast Intersection of Bunker Lake Boulevard and Town Center Drive; Case of Podawiltz Development Corporation/The Seasons of Ramsey Limited Partnership

Background:

The City has received the following applications for SEASONS OF RAMSEY, a Major Plat for the development of fifty (50) townhome units in the TOWN CENTER GARDENS 3RD ADDITION:

1. Preliminary Plat
2. Final Plat
3. Site Plan Review
4. Request to Vacate Drainage and Utility Easements
5. Request to Vacate Right of Way for 147th Circle NW
6. Request to Convey Outlot C, RAMSEY TOWN CENTER 8TH ADDITION (City of Ramsey Housing and Redevelopment Authority [HRA])

It is noted that the following review is based on the Preliminary Plat submittal and associated documents. The Developer has since submitted final plans, which are also currently under review by Staff. Many of the comments included in the Staff Review File have now been addressed. A final set of plans will need to be submitted to ensure compliance with the City Staff Review File.

The following timeline is related to the review on the project to date:

1. Received application for Sketch Plan review on November 7, 2012
2. Planning Commission reviewed Skech Plan on December 6, 2012.
3. Received Application for Preliminary Plat on December 6. (Determined incomplete)
4. Received materials for Preliminary and Final Plat on December 13, 2012, December 17, 2012, and December 26, 2012. (Determined complete on December 27th, 2012).
5. Received additional materials on January 7th, 2013 and January 21st, 2013.
6. Introduced ordinance to vacate right of way, drainage and utility easements on January 22, 2013.
7. HRA adopted resolution to convey Outlot C, RAMSEY TOWN CENTER 8TH ADDITION
8. Planning Commission Reviewed Preliminary Plat on January 31st, 2013.

Notification:

Staff has attempted to notify all Property Owners within 700 feet of the Subject Property via Standard US Mail of the Public Hearing for the Preliminary Plat. In addition, the Public Hearing Notice was properly advertised in the Anoka County, the City's Official Newsletter for Public Hearings.

Observations/Alternatives:

The proposed development is actually a reconfiguration of an existing platted, yet undeveloped portion of TOWN CENTER GARDENS 3RD ADDITION. The style of townhomes proposed varies from the original approval of the previous plat, involving wider units and a net decrease in the number of forecasted units over the entire development area for the project. Currently, approximately fifty-two (52) units are platted, yet only over a portion of the entire eight (8) acre development area. The entire development area originally forecasted closer to seventy (70) units.

As part of the proposed development, a critical east-west connection of 147th Lane NW is created and constructed by the Developer; a proposal that the City previously recommended with the TOWN CENTER GARDENS Plat. The net result is that the existing circle, or loop, is no longer necessary. The existing 147th Lane will no longer terminate before connecting to another public street. As such, 147th Circle NW is proposed to be vacated, and converted to a private street. This connection provides necessary connectivity between Town Center Gardens and The COR. Said connection should improve safety and mobility for the entire area north of Bunker Lake Boulevard. A drainage and utility easement shall still be necessary for the public infrastructure in this location (sanitary sewer and municipal water lateral lines).

The design of the private roadway on the western edge of the development has some tight turning radii. The Developer has provided verification in the form of a turning exhibit to ensure public safety apparatuses have adequate turning movements.

Grading, Drainage, and Utility Plans are generally acceptable, with amendments outlined in the Staff Review File. It is hereby re-enforced that individual services will be provided to each unit, rather than a single service for each building. Final plans are currently being reviewed as to compliance with the initial review letter.

The Landscaping Plan is generally acceptable, with amendments outlined in the Staff Review File. Staff would like to call out the topsoil requirements, as noted in the Sketch Plan Review File, to ensure that the Developer fully understands said requirements.

As it relates to development fees, the number of units previously platted exceeds the number of units proposed in the new plat. The original plat created fifty-two (52) units within the same geographic area as the proposed Plat. The SEASONS OF RAMSEY Plat proposes fifty (50) units. Staff has calculated all development fees using the fee schedule established by ordinance for 2013. It is important to note that Staff is using evidence of actual payment being made as basis for the following calculation. This is important to note to establish a finding that development fees are not being reduced. Staff is applying full payment of required development fees. The result of the analysis indicates 'credits' being made available for sanitary sewer trunk, water trunk, and stormwater management. However, additional fees are due for Park Dedication and Trail Development. The credits will be applied to the fees due on these two accounts.

The Developer has been successful in acquiring financing from the Minnesota Housing Finance Agency (MHFA) from the Section 42 Tax Credit account. As part of that financing, the Developer received points for local contribution. The City Council previously agreed in concept for a land donation in the form of vacated right of way (previously mentioned) and conveyance of a small, remnant parcel currently owned by the City of Ramsey Housing and Redevelopment Authority (HRA). This remnant parcel does not have development potential on its own, and the only logical use is to combine with this proposed development. The HRA adopted a resolution on January 22nd, 2013 to convey Outlot C, RAMSEY TOWN CENTER 8TH ADDITION to The Seasons of Ramsey Limited Partnership. In addition, the City Council introduced an ordinance on January 22nd, 2013 to vacate drainage and utility easements as well as right of way for 147th Circle NW.

The City has sent the Application to the Anoka County Highway Department for review and comment, as the proposed development is located adjacent to a County-State Aid Highway (Bunker Lake Boulevard [CSAH 116]). Staff is currently awaiting a response. However, Anoka County did comment on the COR TWO/North Commons Plat in regards to improvements to Bunker Lake Boulevard required of the Alternative Urbanwide Area Review (AUAR) and Joint Powers Agreement (JPA) with Anoka County. Each project that is approved by the City adds additional volume to Bunker Lake Boulevard. This project is included in the City's five-year Capital Improvement Program (CIP). The CIP is a financial planning document and does not give approval to requested projects. The Bunker Lake Boulevard project is proposed to be funded by Tax Increment Financing (TIF) District #14. However, there is not sufficient increment created to commence the project at this time. This is not necessarily directly related to the Zoning Code review, still an important note for future planning and project viability. Staff has forwarded the tentative project timeline and funding to Anoka County. In addition, Staff noted that the project is actually a reduction in number of units from previous approvals.

On February 1st, 2013, legal counsel from 21st Century Bank (current Property Owner) expressed concern over the

need to include Outlot E, TOWN CENTER GARDENS 3RD ADDITION in the proposed Plat. The requested Final Plat approval was modified to exclude Outlot E, with a perpetual easement for roadway, drainage, utility, sidewalk, and trail purposes where necessary to facilitate the extension of 147th Lane. Staff finds the request generally acceptable, provided that the title company coordinating the transaction agrees the recording instructions and sequence provided by the City. 21st Century must agree that the easement will be dedicated as right of way on any future plat or subdivision.

Alternatives

Alternative #1: The City Council could approve the proposal in its current form, with amendments as requested by the Staff Review File. This will provide the City with a development with current zoning requirements. In addition, the proposed development will bring other effects, such as additional connectivity by the connection of 147th Lane NW and bring fifty (50) workforce housing units.

Alternative #2: The City Council could approve the proposal as presented. Staff recommends that the proposal generally conforms with zoning standards; however, additional modifications should be made as a contingency of approval. Without modification, there would be minor non-conforming standards and therefore, Staff does not recommend this alternative (refer to Staff Review File for concerns).

Alternative #3: The City Council could deny the request. If this is the preferred action, the City Council would need to draft Findings of Fact to support the denial. There are some positive effects, as noted above, that would be delayed. In addition, the existing infrastructure (roadway and utilities) would continue to go un-utilized, creating some maintenance issues.

Recommendation:

The Planning Commission recommended approval of the Preliminary Plat and Site Plan, contingent upon compliance with the Staff Review File and necessary architectural modifications consistent with The COR Design Framework and previous City Council direction (provided as part of the Preliminary Agreement to Develop). Attached to this case are revised architectural renderings.

Funding Source:

All costs associated with processing the Application are the responsibility of the Applicant.

Council Action:

Motion #1

Motion to adopt Resolution #13-02-025 granting Preliminary Plat Approval for SEASONS OF RAMSEY.

Motion #2

Motion to adopt Resolution #13-02-031 granting Final Plat Approval for SEASONS OF RAMSEY, subject to the Developer entering into a Development Agreement with the City.

Motion #3

Motion to approve the Site Plan for Seasons of Ramsey, contingent upon compliance with the City Staff Review File dated January 25th, 2013.

Attachments

Site Location Map

Site Plan

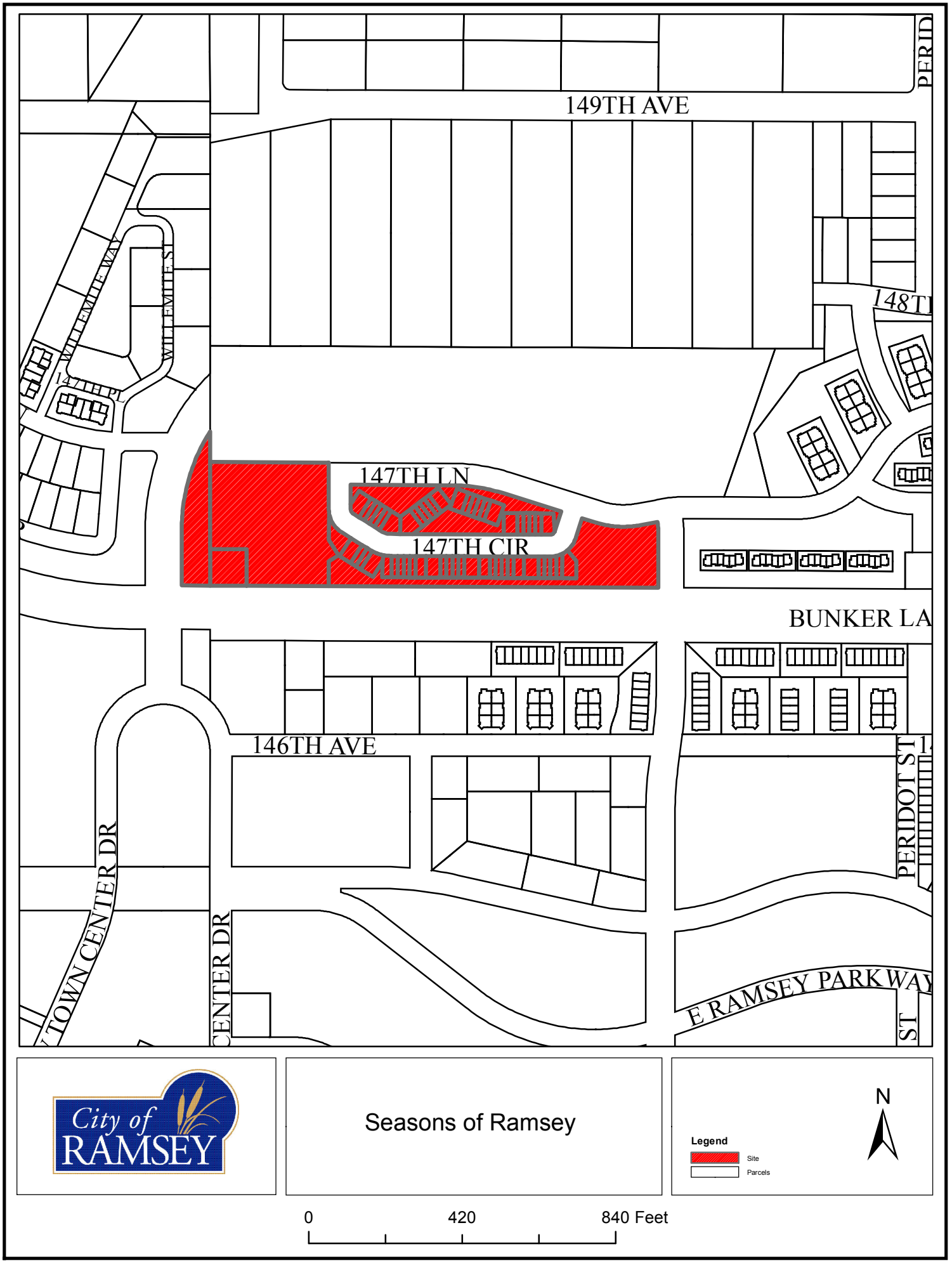
Preliminary Plat

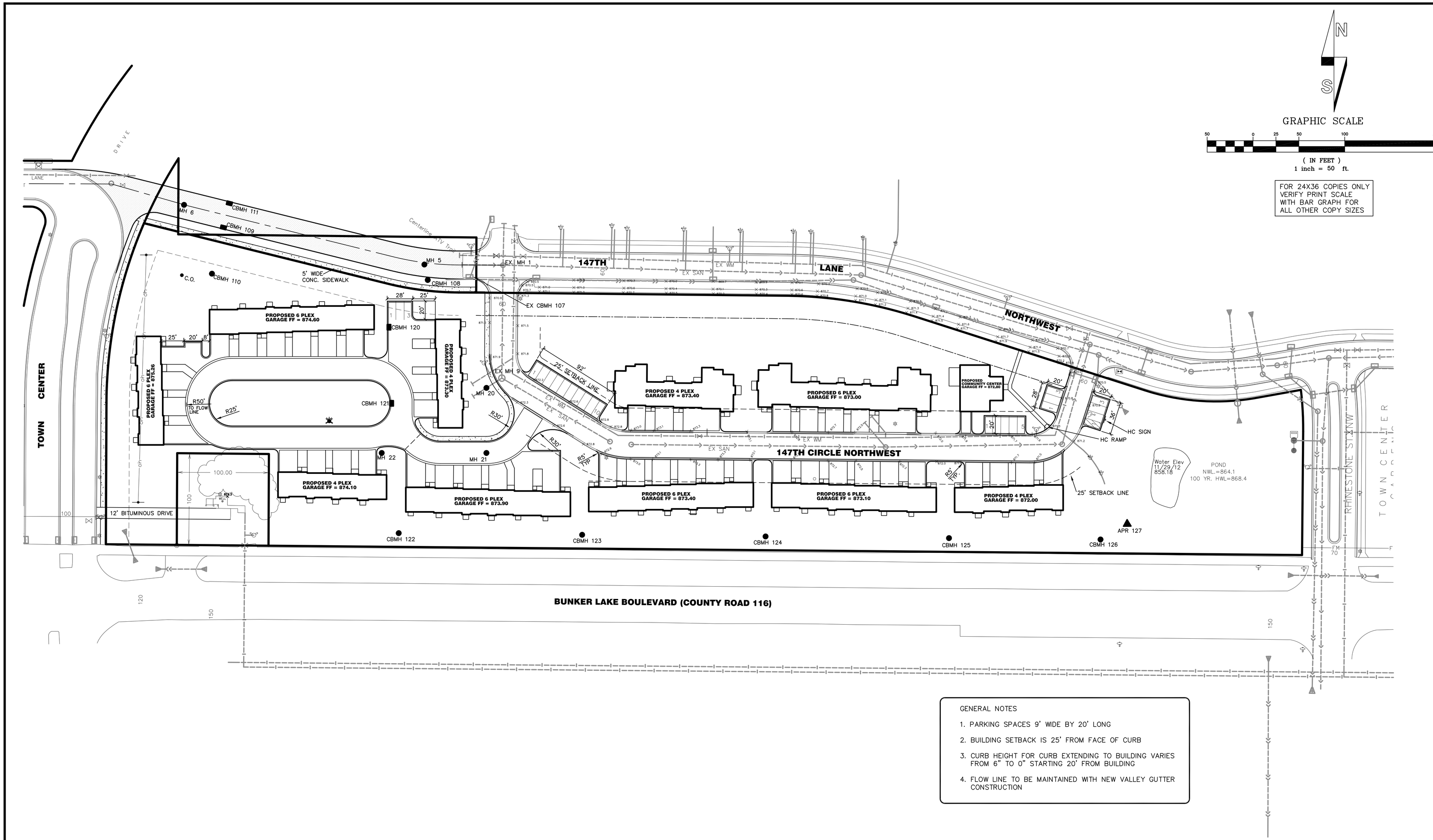
Final Plat
147th Avenue Construction Plans
Grading Plan
Utility Plan
Photometric/Lighting Plan
Planning Commission Minutes dated January 31st, 2013
Development Agreement
Development Fee Spreadsheet
Staff Review File
Preliminary Plat Resolution
Final Plat Resolution
Color Elevations
Floor Plans

Form Review

Inbox	Reviewed By	Date
Hakanson Anderson Engineering	Shane Nelson	02/07/2013 09:08 AM
Diana Lund	Diana Lund	02/07/2013 09:42 AM
Tim Gladhill (Originator)	Tim Gladhill	02/07/2013 11:24 AM
Kurt Ulrich	Tim Gladhill	02/07/2013 11:25 AM
Tim Gladhill (Originator)	Tim Gladhill	02/07/2013 11:28 AM
Hakanson Anderson Engineering	Shane Nelson	02/07/2013 03:10 PM
Diana Lund	Jo Thieling	02/07/2013 03:20 PM
Kurt Ulrich	Kurt Ulrich	02/07/2013 06:03 PM
Form Started By: Tim Gladhill		Started On: 01/17/2013 11:28 AM

Final Approval Date: 02/07/2013


149TH AVE
148TH
147TH PL
WILLEMITE WAY
WILLEMITE ST
147TH LN
147TH CIR
BUNKER LA
146TH AVE
TOWN CENTER DR
CENTER DR
PERIDOT ST
E RAMSEY PARKWAY
City of RAMSEY
Seasons of Ramsey
Legend
Site
Parcels
N
0
420
840 Feet



GENERAL NOTES

1. PARKING SPACES 9' WIDE BY 20' LONG
2. BUILDING SETBACK IS 25' FROM FACE OF CURB
3. CURB HEIGHT FOR CURB EXTENDING TO BUILDING VARIES FROM 6" TO 0" STARTING 20' FROM BUILDING
4. FLOW LINE TO BE MAINTAINED WITH NEW VALLEY GUTTER CONSTRUCTION

CALL 48 HOURS BEFORE DIGGING:
GOPHER STATE ONE CALL
TWIN CITY AREA 454-0002
MINNESOTA TOLL FREE 1-800-252-1166

REVISIONS:

DATE	
12/17/12	PRELIMINARY PLAT SUBMITTAL

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Gary D'Heilly

DATE: _____ REG. NO. 22426

DESIGNED: GLD
DRAWN BY: LCD
CHECKED BY:

D'Heilly Engineering Inc.
625 Lake Dr. W
P.O. Box 1123
Annandale, MN 55302
Phone (320) 224-1169

SEASONS TOWNHOMES OF RAMSEY

RAMSEY, MINNESOTA

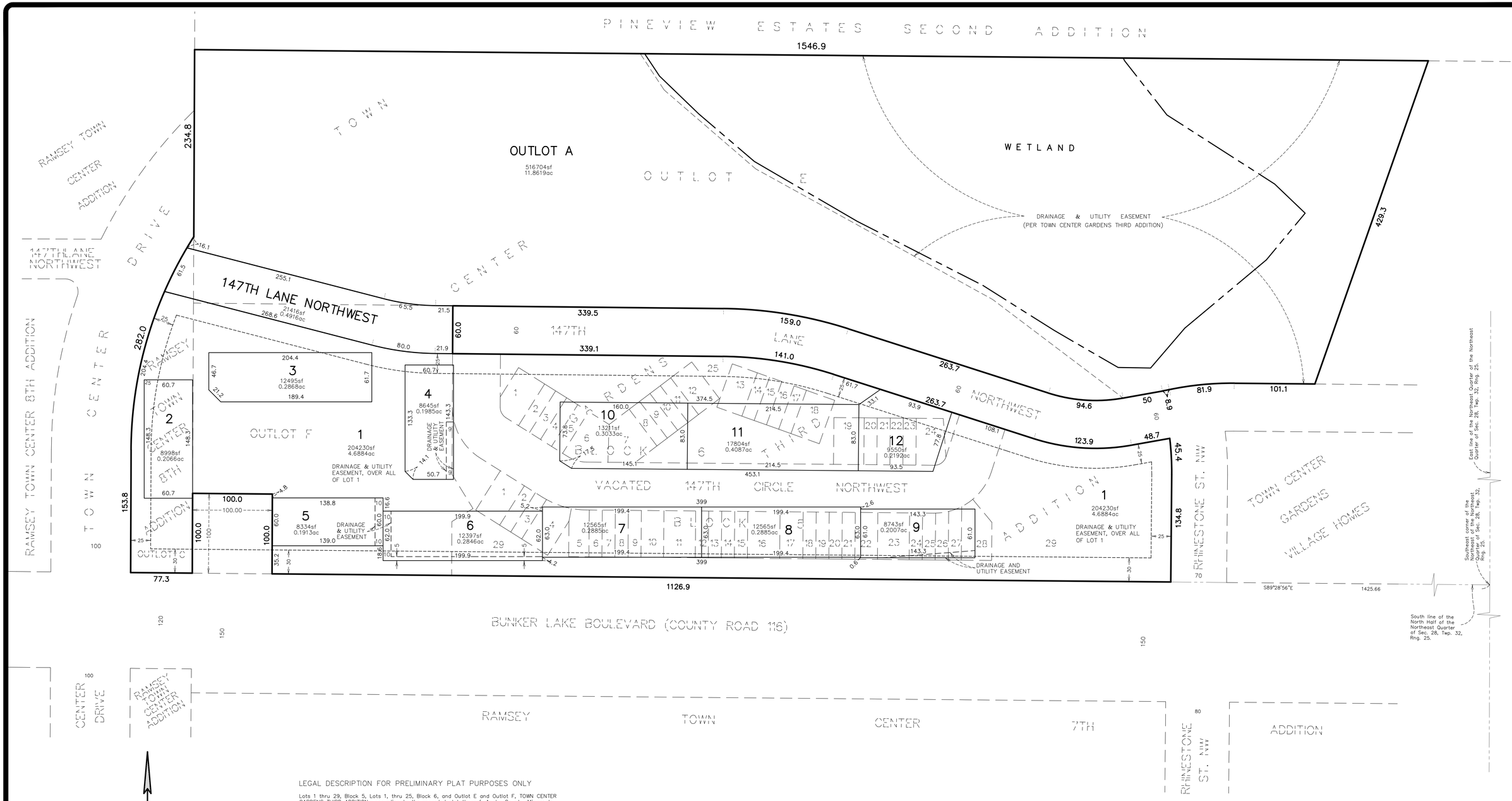
SITE PLAN

PRELIMINARY CONSTRUCTION PLANS

PROJECT NO. 121004

SHEET NO. **C1**

D:\Projects\121004\dwg\121004SITE.dwg, 12/17/2012 10:21:06 AM



60 30 0 60

Scale in Feet

LEGAL DESCRIPTION FOR PRELIMINARY PLAT PURPOSES ONLY

Lots 1 thru 29, Block 5, Lots 1, thru 25, Block 6, and Outlot E and Outlot F, TOWN CENTER GARDENS THIRD ADDITION according to the recorded plat thereof, Anoka County, Minnesota.

Together with:

Outlot C, RAMSEY TOWN CENTER 8TH ADDITION according to the recorded plat thereof, said Anoka County.

SETBACKS

FRONT–MIN. DRIVEWAY LENGTH	25 FT
PERIMETER–BUILDING TO RHINESTONE STREET NE, 147TH STREET NW., AND TOWN CENTER DR.	25 FT
REAR–BUILDING TO COUNTY RD. 116	30 FT

TOTAL AREA	19.9187	ACRES	TOTAL OUTLOTS	1	GROSS DENSITY (EXCLUDES OUTLOTS)	6.5059	UNITS/ACRE
TOTAL R.O.W. AREA	0.4916	ACRES	TOTAL NUMBER OF LOTS	12	NET DENSITY (EXCLUDES OUTLOTS & R/W)	6.6092	UNITS/ACRE
TOTAL LOT AREA	7.5652	ACRES	NUMBER OF COMMUNITY LOTS (LOTS 1 & 12)	2	NET DENSITY (EXCLUDES OUTLOTS, R/W & COMMUNITY LOTS)	18.8146	UNITS/ACRE
TOTAL TOWNHOME LOT AREA	2.6575	ACRES	NUMBER OF TOWNHOME LOTS	10			
TOTAL COMMUNITY LOT AREA (LOTS 1 & 12)	4.9076	ACRES	NUMBER OF TOWNHOME UNITS	50	ZONING (PROPOSED)	COR	
TOTAL OUTLOT AREA	11.8619	ACRES	UTILITIES	AVAILABLE	ZONING (EXISTING)	COR	

00-SURV-112304-PREPLAT

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I hereby certify that this plan 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

Name

Reg. No. 42299 Date 12-17-12

Revisions

Date 12-13-12
Designed
Drawn NJK

PRELIMINARY PLAT

The Seasons Townhomes of Ramsey Limited Partnership
3601 18th Street South, Suite 117
ST. CLOUD, MINNESOTA 56301

SEASONS OF RAMSEY
RAMSEY, MINNESOTA

1 OF 1

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SEASONS OF RAMSEY

CITY OF RAMSEY
COUNTY OF ANOKA
SECTION 28, TOWNSHIP 32, RANGE 25

KNOW ALL PERSONS BY THESE PRESENTS: That Housing and Redevelopment Authority in and for the City of Ramsey, Minnesota, a public body politic and corporate under the laws of the State of Minnesota, fee owner of the following described property:

Outlot C, RAMSEY TOWN CENTER 8TH ADDITION, according to the recorded plat thereof, said Anoka County.

And that 21st Century Bank, a Minnesota corporation, fee owner of the following described property:

Lots 1 through 29 inclusive, Block 5 and Lots 1 through 25 inclusive, Block 6, and Outlot F, TOWN CENTER GARDENS THIRD ADDITION, according to the recorded plat thereof, Anoka County, Minnesota.

Together with:

All that part of vacated 147th Circle Northwest, accruing thereto.

Have caused the same to be surveyed and platted as SEASONS OF RAMSEY and do hereby dedicate to the public for public use the public ways and the drainage and utility easements as shown on this plat. Also dedicating to the County of Anoka the right of access onto County State Aid Highway No. 116 as shown on this plat.

In witness whereof said Housing and Redevelopment Authority in and for the City of Ramsey, Minnesota, a public body politic and corporate under the laws of the State of Minnesota, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

HOUSING AND REDEVELOPMENT AUTHORITY IN AND FOR THE CITY OF RAMSEY, MINNESOTA

_____

_____

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by _____ the _____ of Housing and Redevelopment Authority in and for the City of Ramsey, Minnesota, a public body politic and corporate under the laws of the State of Minnesota, on behalf of the public body.

_____

_____

Notary Public, _____ County, Minnesota
My Commission Expires _____

In witness whereof said 21st Century Bank, a Minnesota corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

21ST CENTURY BANK

_____

_____

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by _____ the _____ of 21st Century Bank, a Minnesota corporation, on behalf of the corporation.

_____

_____

Notary Public, _____ County, Minnesota
My Commission Expires _____

I Peter J. Hawkinson do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____

_____

Peter J. Hawkinson, Licensed Land Surveyor
Minnesota License Number 42299

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by Peter J. Hawkinson.

_____

_____

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of SEASONS OF RAMSEY was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

By: _____, Mayor By: _____, Clerk

COUNTY SURVEYOR

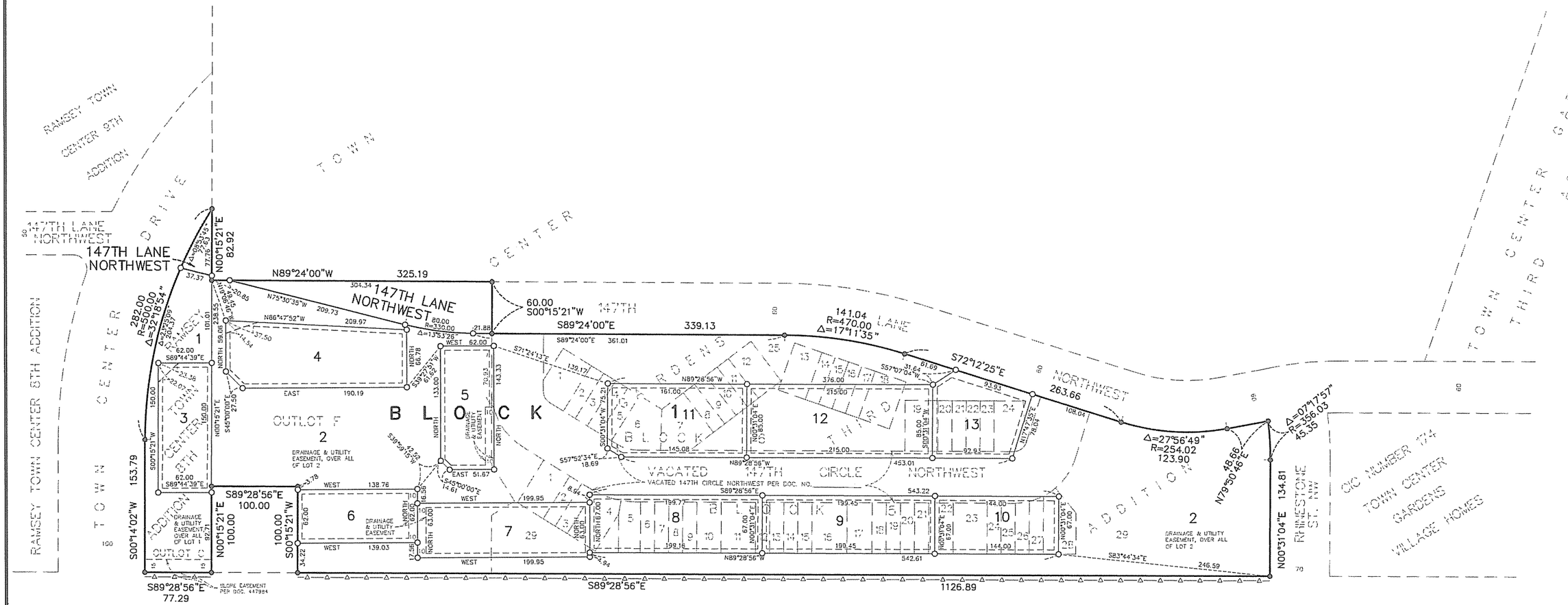
I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

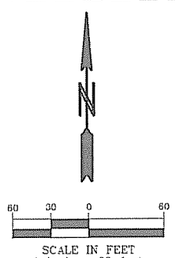
By: _____
Larry D. Holum, Anoka County Surveyor

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SEASONS OF RAMSEY

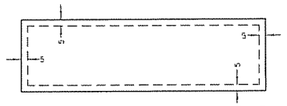
CITY OF RAMSEY
COUNTY OF ANOKA
SECTION 28, TOWNSHIP 32, RANGE 25





SCALE IN FEET
1 inch = 60 feet

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.

—△— DENOTES RIGHT OF ACCESS DEDICATED TO ANOKA COUNTY.

○ DENOTES 1/2 INCH BY 14 INCH IRON MONUMENT SET AND MARKED BY LICENSE NO. 42299 WHICH WILL BE SET WITHIN 1 YEAR OF RECORDING THIS PLAT.

⊙ DENOTES FOUND IRON MONUMENT.

BEARINGS ARE BASED ON THE MOST NORTHERLY LINE OF OUTLOT E, TOWN CENTER GARDENS THIRD ADDITION WHICH IS ASSUMED TO HAVE A BEARING OF NORTH 89° 25' 49" WEST.

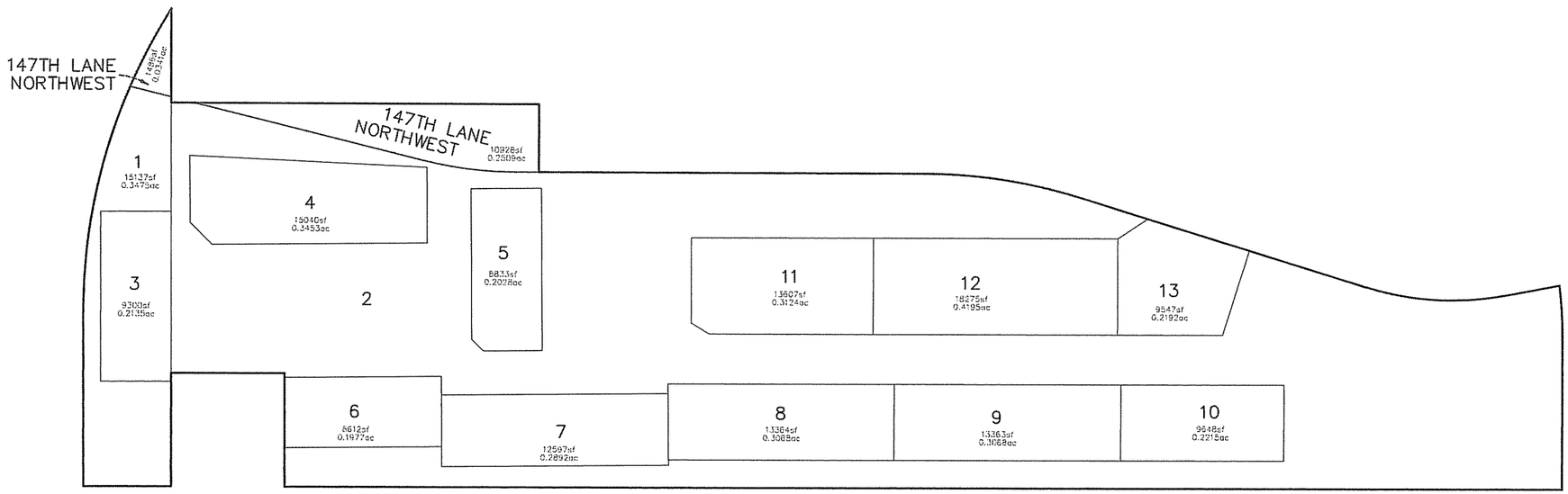
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SEASONS OF RAMSEY

AREA SKETCH

AREA SUMMARY

TOTAL LOT AREA = 329,483 s.f. 7.5604 ac.
TOTAL RIGHT-OF-WAY AREA = 12,414 s.f. 0.2885 ac.
TOTAL AREA = 341,897 s.f. 7.8489 ac.



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Description Sketch for:
The Seasons Townhomes of Ramsey
Limited Partnership

PINEVIEW ESTATES 2ND ADDITION

TOWN CENTER GARDENS THIRD ADDITION

OUTLOT E

OUTLOT F

WEST LINE OF OUTLOT E

SOUTH LINE OF OUTLOT E

NE CORNER OF OUTLOT F

N75°30'35"W 246.46

Δ=13°53'26" R=270.00 65.46

21.52 N89°24'00"W

RAMSEY TOWN CENTER 9TH ADDITION

RAMSEY TOWN CENTER 8TH ADDITION

147TH LANE NORTHWEST

147TH LANE NORTHWEST

147TH CIRCLE NORTHWEST

RHINESTONE ST. NW

OIC NUMBER 174 TOWN CENTER GARDENS VILLAGE HOMES

PROPOSED EASEMENT FOR ROADWAY PURPOSES

An easement for Roadway Purposes lying over, under and across all that part of Outlot E, TOWN CENTER GARDENS THIRD ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, lying southwesterly of the following described line:

Commencing at the northeast corner of Outlot F, said TOWN CENTER GARDENS THIRD ADDITION; thence on an assumed bearing of North 89 degrees 24 minutes 00 seconds West, along the south line of said Outlot E, a distance of 21.52 feet, to the point of beginning of the line to be described; thence northwesterly, a distance of 65.46 feet, along a tangential curve, concave to the northeast, having a radius of 270.00 feet and a central angle of 13 degrees 53 minutes 26 seconds; thence North 75 degrees 30 minutes 35 seconds West, tangent to said curve, a distance of 246.46 feet, to the west line of said Outlot E and there terminating.

DENOTES PROPOSED ROADWAY EASEMENT

* THIS SKETCH DOES NOT PURPORT TO SHOW THE EXISTENCE OR NONEXISTENCE OF ANY ENCROACHMENTS FROM OR ONTO THE HEREON DESCRIBED LAND, EASEMENTS OF RECORD OR UNRECORDED EASEMENTS WHICH AFFECT SAID LAND OR ANY IMPROVEMENTS TO SAID LAND.

120 60 0 120

Scale in Feet

Cad File: 111097-Roadway Easement

Folder #: 7490

Drawn by: BJM

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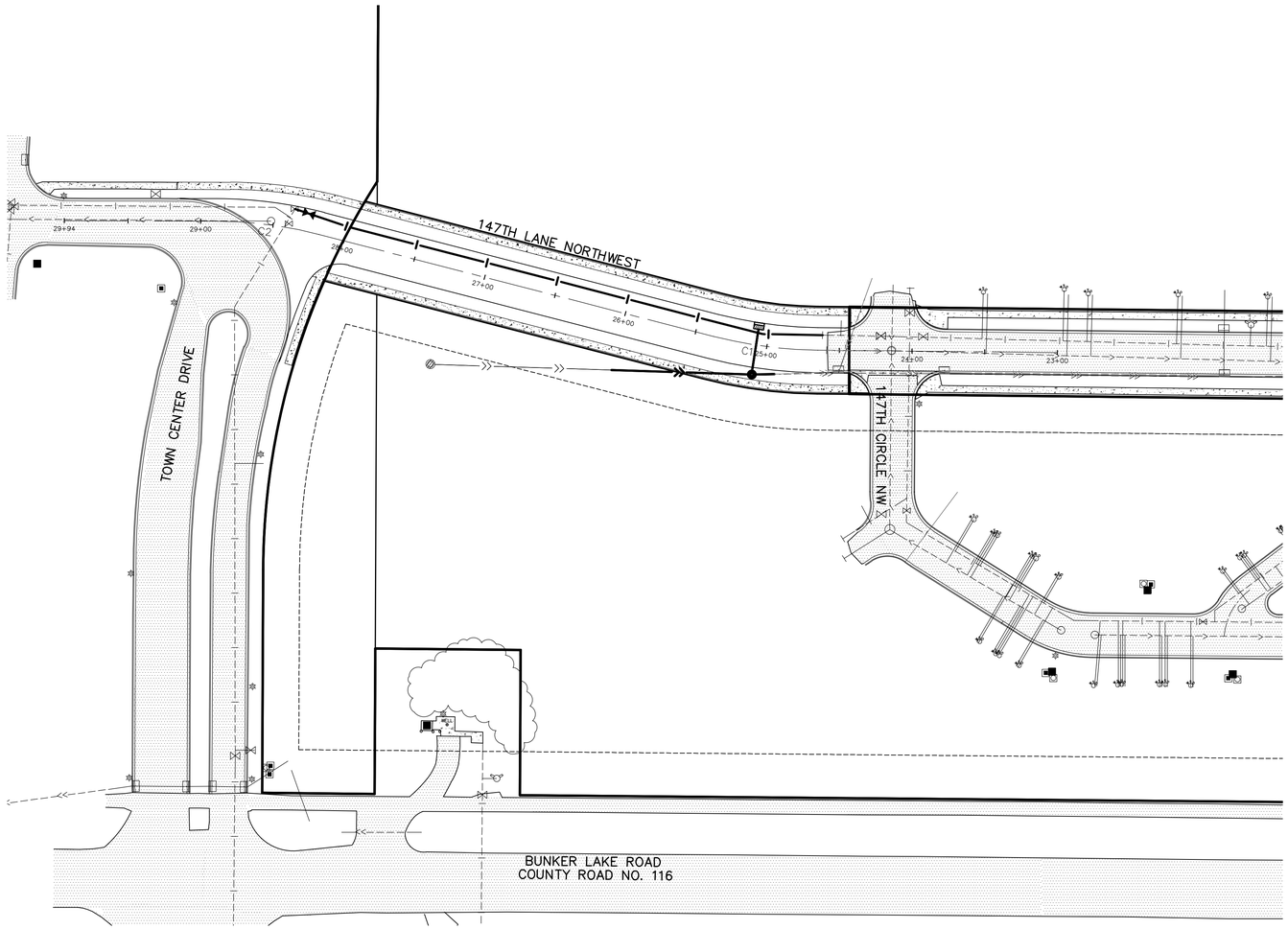
Sheet 1 of 1

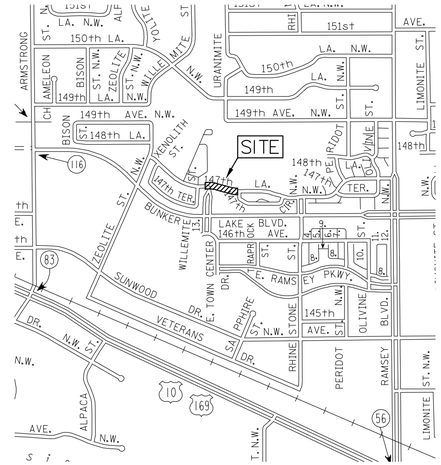
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SEASONS OF RAMSEY
147TH LANE NORTHWEST
FINAL UTILITY & STREET CONSTRUCTION PLAN
RAMSEY, MINNESOTA

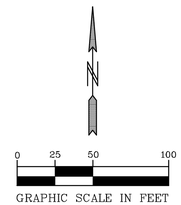
LEGEND

EXISTING	PROPOSED	FUTURE	DESCRIPTION
			SANITARY MANHOLE
			EXISTING SANITARY SEWER
			PROPOSED SANITARY SEWER
			FUTURE SANITARY SEWER
			HYDRANT
			GATE VALVE
			REDUCER
			EXISTING WATERMAIN
			PROPOSED WATERMAIN
			FUTURE WATERMAIN
			CATCH BASIN
			BEEHIVE
			STORM MANHOLE
			FLARED END SECTION
			CONTROL STRUCTURE
			EXISTING STORM SEWER
			PROPOSED STORM SEWER
			FUTURE STORM SEWER
			SURMOUNTABLE CURB & GUTTER
			B-STYLE CURB & GUTTER
			RIBBON CURB & GUTTER
			PHASE LINE
			EASEMENT LINE
902			EXISTING 2' CONTOUR LINE
900			EXISTING 10' CONTOUR LINE
	902		PROPOSED 2' CONTOUR LINE
	900		PROPOSED 10' CONTOUR LINE
OUTLET=987.0			POND OUTLET LINE
HWL=900.2			POND HIGH WATER LINE
	84.3		PROPOSED SPOT ELEVATION
			EMERGENCY OVERFLOW
			DELINEATED WETLAND LINE
			FEMA FLOODPLAIN BOUNDARY
			STANDARD EROSION CONTROL
			HEAVY-DUTY EROSION CONTROL
			TREE FENCE
			RETAINING WALL
			CONSERVATION AREA SIGN
	W		WETLAND BUFFER SIGN
			EX. CULVERT
oh		oh	EX. OVERHEAD UTILITY LINES
tv		tv	EX. UNDERGROUND TELEVISION LINE
t		t	EX. UNDERGROUND TELEPHONE LINE
fo		fo	EX. UNDERGROUND FIBER OPTIC LINE
e		e	EX. UNDERGROUND ELECTRIC LINE
g		g	EX. UNDERGROUND GAS LINE
x		x	EX. FENCE (BARBED WIRE)
#		#	EX. FENCE (CHAIN LINK)
[]		[]	EX. FENCE (WOOD)
			EX. CAST IRON MONUMENT
			EX. ELECTRIC BOX
			EX. FLAG POLE
			EX. NATURAL GAS METER
			EX. HAND HOLE
			EX. FOUND IRON PIPE
			EX. JUDICIAL LAND MARK
			EX. LIGHT POLE
			EX. PK NAIL
			EX. UTILITY POLE
			EX. LAWN SPRINKLER VALVE
			EX. LAWN SPRINKLER HEAD
			EX. SEMAPHORE
			EX. SERVICE
			EX. TELEPHONE BOX
			EX. TEST HOLE
			EX. TELEVISION BOX
			EX. WATER WELL
			EX. MONITORING WELL
			EX. MAILBOX
			EX. CONTROL POINT
			EX. SPIKE
			EX. SIGN
			EX. CLEANOUT
			EX. SIGNIFICANT TREE
			EX. TREE LINE
			EX. GRAVEL SURFACE
			EX. BITUMINOUS SURFACE
			EX. CONCRETE SURFACE
			SELECT BACKFILL MATERIAL
			GRAVEL CONST. ENTRANCE





LOCATION MAP



GRAPHIC SCALE IN FEET

SHEET INDEX

1. COVER SHEET
2. WATERMAIN PLAN
3. STORM SEWER PLAN
4. STREET CONSTRUCTION
5. GRADING PLAN

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I hereby certify that this plan 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

Name John M. Molinaro
Reg. No. 45831 Date 1-18-13

Revisions

Date	1-18-13
Designed	JMM
Drawn	JMM

COVER SHEET

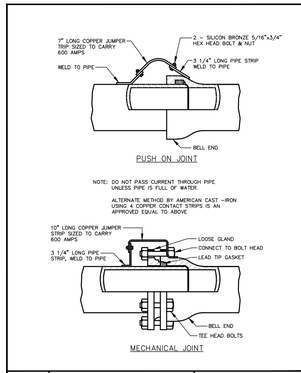
SEASONS OF RAMSEY LP
3601 18TH STREET SOUTH, SUITE 117
ST.CLOUD, MINNESOTA 56301

SEASONS OF RAMSEY
RAMSEY, MINNESOTA

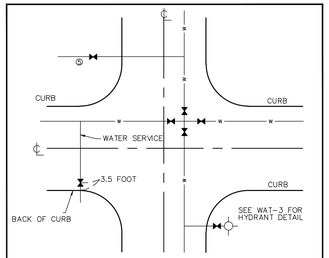
1 OF 5

01-ENG-SHEET-112304-CVR.DWG

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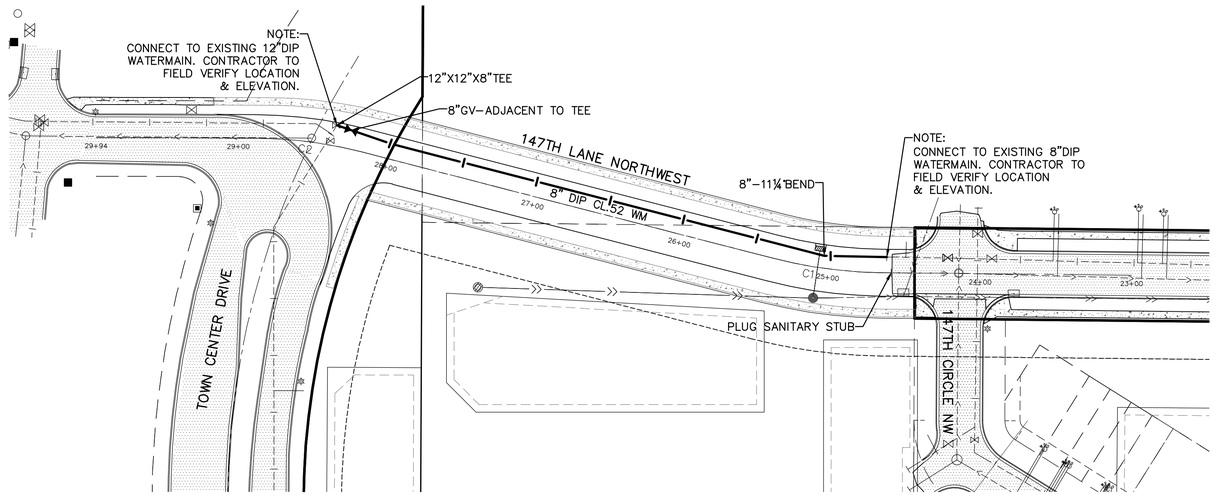


APPROVED	STANDARD DETAILS
DATE 7-93	JOINT CONNECTION FOR ELECTRICAL CONDUCTIVITY
	CITY PLATE No. WAT-1



NOTES:
1. VALVES TO BE CLUSTERED AT CROSS ON THE TEE BY PLACING IMMEDIATELY ADJACENT TO FITTINGS.
2. VALVE EXTENSIONS SHALL BE REQUIRED SUCH THAT VALVE OPERATOR NUT IS WITHIN 1 FOOT OF FINISHED GRADE.
3. WATERMAIN TO TO LOCATED ON NORTH AND EAST SIDES OF STREET 10 FEET FROM CENTERLINE.
4. ALL SERVICE VALVES IN ROAD WAY SHALL BE 3.5 FOOT FROM BACK OF CONCRETE CURB.
5. ALL VALVES NOT IN BITUMINOUS PAVEMENT SHALL BE MARKED WITH A BLUE 5 FOOT CARSONITE MARKER.

APPROVED	STANDARD DETAILS
DATE 3-2004	GENERAL WATERMAIN VALVE LOCATION
	CITY PLATE No. WAT-2

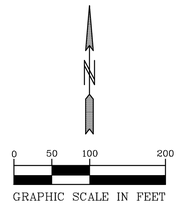


CONSTRUCTION NOTES
1. 6" & 8" DIP WATERMAIN SHALL BE CL 52. 12" DIP WATERMAIN SHALL BE CL. 52.
2. ALL FITTINGS SHALL HAVE MEGA LUGS. (SEE JOINT CHART)
3. ALL EXISTING UTILITIES HAVE BEEN REMOVED DURING SITE DEMOLITION.
4. CONTRACTOR IS RESPONSIBLE FOR TRENCH DESIGN & O.S.H.A. REQUIREMENTS.
5. ALL CASTINGS & VALVE BOXES TO BE SET 0.05' BELOW FG ELEVATION.

RESTRAINED JOINT REQUIREMENTS

PIPE DIAMETER	TEES AND CROSSES	45 BENDS	22.5 AND 11.25 BENDS	DEAD ENDS
6 INCH				40 FEET
8 INCH				40 FEET
12 INCH	27 FEET	12 FEET	10 FEET	66 FEET
16 INCH	35 FEET	15 FEET	10 FEET	86 FEET
20 INCH	42 FEET	18 FEET	10 FEET	101 FEET
24 INCH	50 FEET	21 FEET	10 FEET	119 FEET
30 INCH	50 FEET	21 FEET	10 FEET	119 FEET

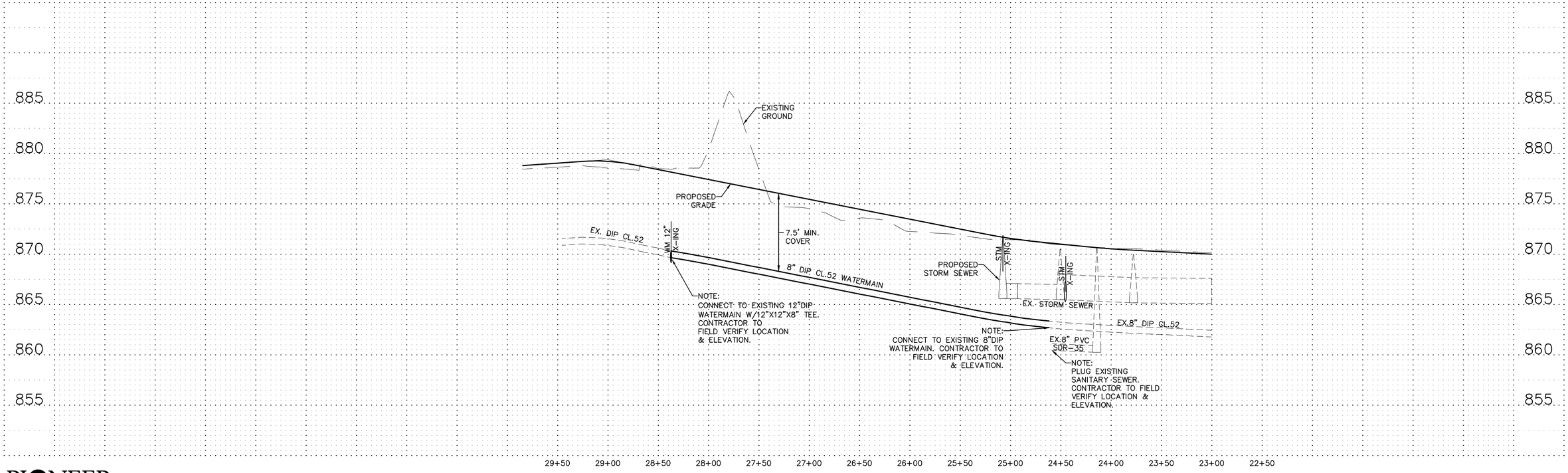
NOTE: FIELD CONSTRUCTED RESTRAINED JOINTS CONSIST OF THE RESPECTIVE SIZE GLAND ON THE BELL AND MEGALUG DEVICE ON THE SPIGOT WITH 3/4" TIE RODS CONNECTING THEM. SEE STANDARD SPECIFICATIONS FOR THE NUMBER OF RODS REQUIRED PER SIZE OF PIPE.



BENCH MARK

T.N.H. LOCATED AT NORTHEAST CORNER OF COUNTY ROAD NO. 56 AND COUNTY ROAD NO. 116. ELEV.=875.40

T.N.H. LOCATED 670FT WEST OF THE INTERSECTION OF COUNTY ROAD NO. 56 AND COUNTY ROAD NO. 116. ELEV.=879.95



01-ENG-SHEET-112304-311.DWG

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Revisions

Date	1-18-13
Designed	JMM
Drawn	JMM

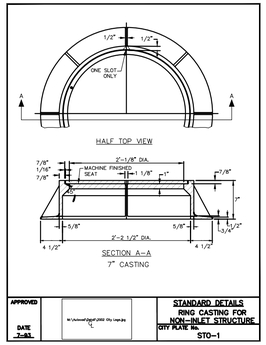
WATERMAIN PLAN

SEASONS OF RAMSEY LP
3601 18TH STREET SOUTH, SUITE 117
ST.CLOUD, MINNESOTA 56301

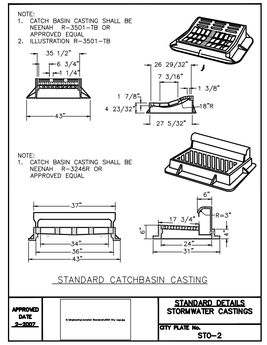
SEASONS OF RAMSEY
RAMSEY, MINNESOTA

2 OF 5

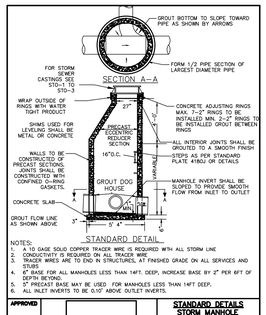
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APPROVED | DATE 1-2011 | STANDARD DETAILS RING CASTING FOR NON-INLET STRUCTURE | CITY PLATE No. STO-1

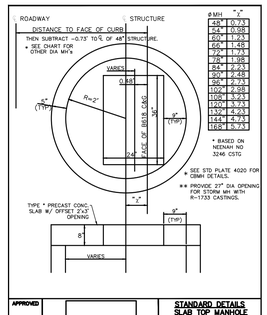


APPROVED | DATE 4-2007 | STANDARD DETAILS STORM/WATER CASTINGS | CITY PLATE No. STO-2

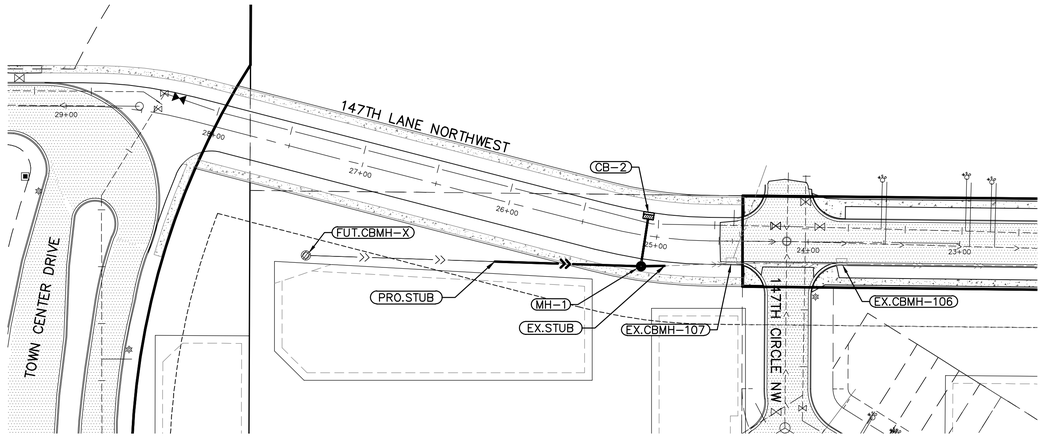


NOTES:
1. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINE
2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
3. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS
4. STEPS ARE FOR ALL MANHOLES LESS THAN 14FT. DEEP, INCREASE BASE BY 2" PER 6FT OF ADDITIONAL BOTTOM.
5. 5" PRECAST BASE MAY BE USED FOR MANHOLES LESS THAN 14FT DEEP.
6. ALL INLET INVERTS TO BE 0.10" ABOVE OUTLET INVERTS.

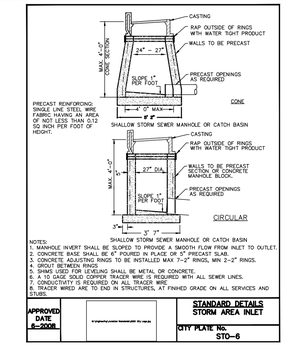
APPROVED | DATE 1-2008 | STANDARD DETAILS STORM MANHOLE CATCH BASIN | CITY PLATE No. STO-4



APPROVED | DATE 4-2008 | STANDARD DETAILS SLAB TOP MANHOLE FOR CBMH | CITY PLATE No. STO-5

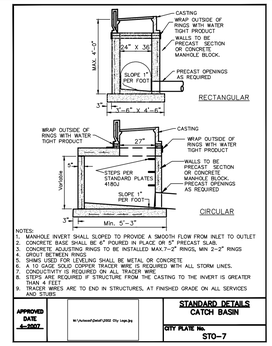


STRUCTURE TABLE			
STRUCTURE NAME	STRUCTURE SIZE	NEENAH CASTING OR EQUAL	
CB-2	36"X24"	R-3246 R	OR APPROVED EQUAL
MH-1	48" DIA.	SEE DETAIL	



NOTES:
1. MANHOLE INVERT SHALL BE SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET.
2. CONCRETE BASE SHALL BE 6" POURED IN PLACE OR 5" PRECAST SLAB.
3. CONCRETE ADJUSTING RINGS TO BE INSTALLED MAX 7-2" RINGS, MIN 2-2" RINGS
4. GROUT BETWEEN RINGS.
5. SHIMS USED FOR LEVELING SHALL BE METAL OR CONCRETE.
6. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES.
7. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.
8. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.

APPROVED | DATE 4-2008 | STANDARD DETAILS STORM AREA INLET | CITY PLATE No. STO-6

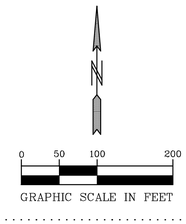


NOTES:
1. MANHOLE INVERT SHALL SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. CONCRETE BASE SHALL BE 6" POURED IN PLACE OR 5" PRECAST SLAB.
3. CONCRETE ADJUSTING RINGS TO BE INSTALLED MAX 7-2" RINGS, MIN 2-2" RINGS
4. GROUT BETWEEN RINGS.
5. SHIMS USED FOR LEVELING SHALL BE METAL OR CONCRETE
6. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINES.
7. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.
8. STEPS ARE REQUIRED IF STRUCTURE FROM THE CASTING TO THE INVERT IS GREATER THAN 4 FEET.
9. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.

APPROVED | DATE 4-2007 | STANDARD DETAILS CATCH BASIN | CITY PLATE No. STO-7

STORM SEWER NOTES:

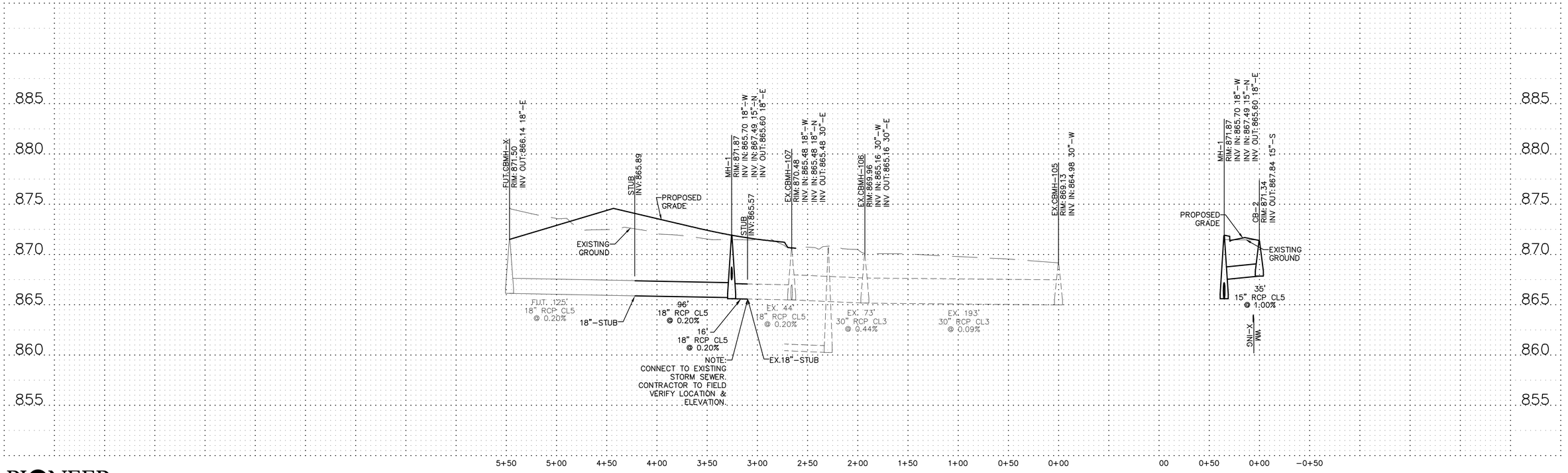
1. PROVIDE CASTINGS MEETING STD-1 OR APPROVED EQUAL ON ALL MANHOLES UNLESS OTHERWISE NOTED. SEE RAMSEY STANDARD PLATE STD-1 TO STD-3
2. PROVIDE 24"X36" SLAB OPENING FOR R-3067-V NEENAH CASTINGS ON ALL CATCH BASIN MANHOLES UNLESS OTHERWISE NOTED.
3. FINAL STRUCTURE OFF SET TO BE VERIFIED BY CONTRACTOR AND INSPECTOR BASED ON MATERIAL SUPPLIED TO PROJECT. FIELD STAKING SHALL BE SET ACCORDING TO BACK-OF-CURB.
4. INLET CASTINGS SHALL BE SET 0.17' BELOW GUTTERLINE GRADE.
5. CONCRETE PIPE MUST BE BEDDED TO A MINIMUM OF THE CLASS C BEDDING REQUIREMENTS. SEE RAMSEY STANDARD SPECS.



BENCH MARK

T.N.H. LOCATED AT NORTHEAST CORNER OF COUNTY ROAD NO. 56 AND COUNTY ROAD NO. 116. ELEV.=875.40

T.N.H. LOCATED 670FT WEST OF THE INTERSECTION OF COUNTY ROAD NO. 56 AND COUNTY ROAD NO. 116. ELEV.=879.95



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2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan 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
Name John M. Molinaro
Reg. No. 45831 Date 1-18-13

Revisions

Date	1-18-13
Designed	JMM
Drawn	JMM

STORM SEWER PLAN

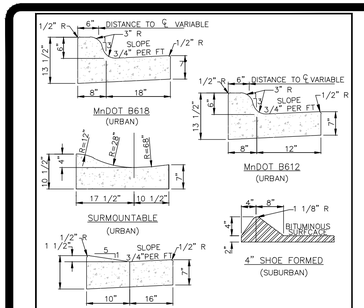
SEASONS OF RAMSEY LP
3601 18TH STREET SOUTH, SUITE 117
ST.CLOUD, MINNESOTA 56301

SEASONS OF RAMSEY
RAMSEY, MINNESOTA

3 OF 5

01-ENG-SHEET-112304-321.DWG

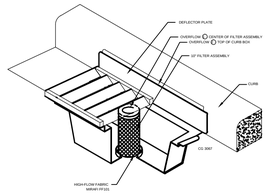
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NOTES:

1. ON WEAR COURSE MILL THE EXISTING BITUMINOUS 1.5" BY 24" IN FRONT OF THE REPLACEMENT CURB.
2. ON BASE COURSE SAW CUT AND REMOVE EXISTING BITUMINOUS 18" IN FRONT OF THE REPLACEMENT CURB.

APPROVED DATE		STANDARD DETAILS CURB AND GUTTER
04-12		CITY PLATE No. STR-1

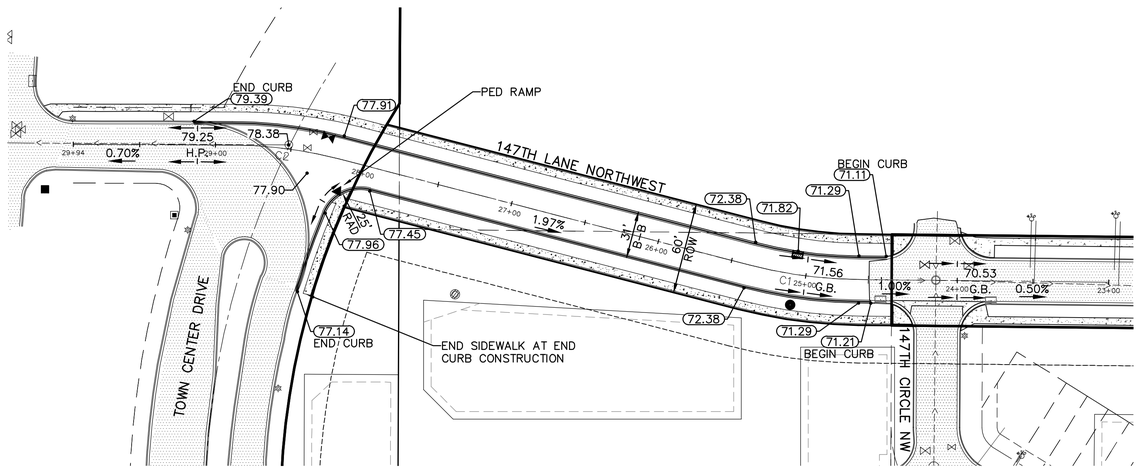


INLET PROTECTION – WIMCO OR EQUAL

N.T.S.

NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINTED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED DATE X		STANDARD DETAILS WIMPCO
		CITY PLATE No. STR-21



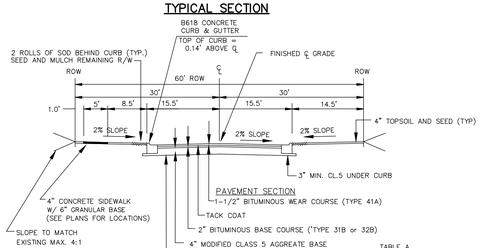
CURB LEGEND

- 08.15 = TOP OF CURB ELEVATION FOR D412 CURB
- (08.32) = TOP OF CURB ELEVATION FOR B618 CURB
- 07.82 = BITUMINOUS ELEVATION
- = SURMOUNTABLE C&G (CITY PLATE STR-1)
- = B618 CURB & GUTTER (CITY PLATE STR-1)
- = BITUMINOUS EDGE
- ▶ = PED. RAMP (MNDOT 7036F)

CURVE TABLE

CURVE	DELTA	LENGTH	RADIUS	TANGENT	PC	PT
C1	13°53'26"	72.73	300.00	36.54	24+64.94	25+37.67
C2	14°15'23"	70.79	284.50	35.58	28+18.08	28+88.87

TYPICAL SECTION

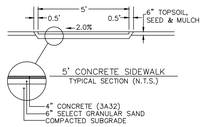


Note: The aggregate base construction will be accepted for payment in accordance with the provisions in table A.

Note: If the aggregate base fails to meet the Modified Class 5 Specifications the material can be corrected in place or removed and replaced with material that meets Modified Class 5 specifications.

TABLE A
MODIFIED CLASS 5 SPECIFICATIONS

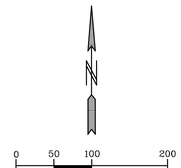
	% PASSING
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3/8"	50 – 80
No.4	35 – 70
No.10	20 – 60
No.40	10 – 35
No.200	5 – 10



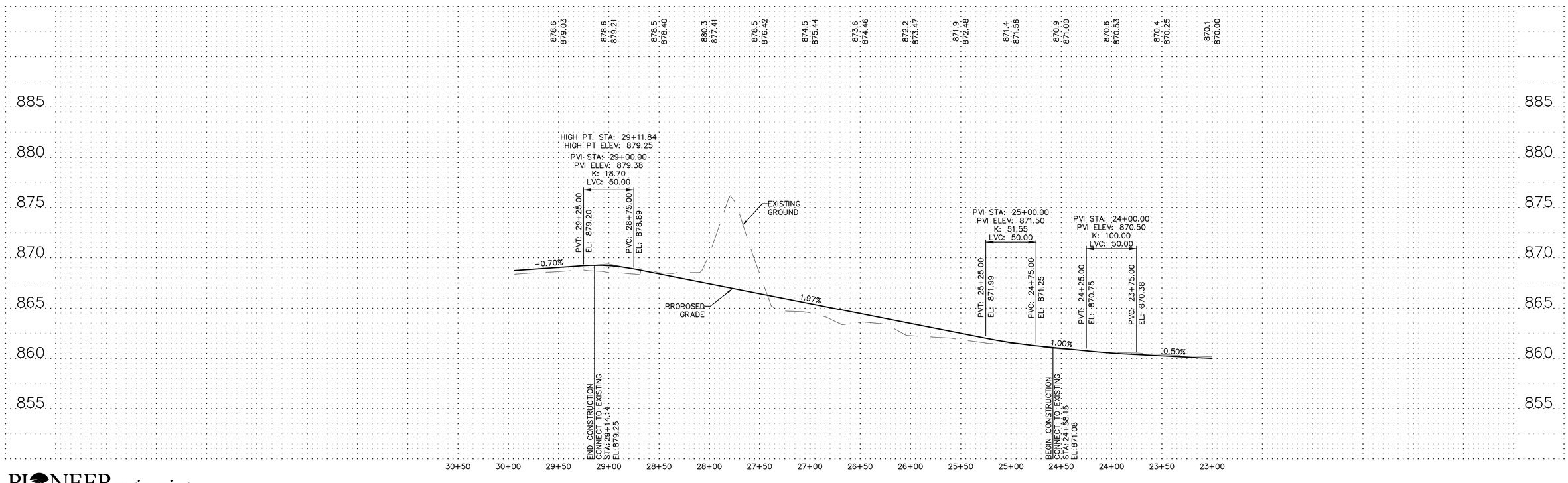
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I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Name John M. Molinaro
Reg. No. 45831 Date 1-18-13

Revisions

Date	1-18-13
Designed	JMM
Drawn	JMM

STREET CONSTRUCTION

SEASONS OF RAMSEY LP
3601 18TH STREET SOUTH, SUITE 117
ST.CLOUD, MINNESOTA 56301

SEASONS OF RAMSEY
RAMSEY, MINNESOTA

01-ENG-SHEET-112304-331.DWG

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PHASE SEQUENCE

1. THE SIZE OF EACH FILL OPERATION WILL BE DETERMINED BY THE QUANTITY OF SOIL IMPORT.
2. EACH PHASE WILL CONSIST OF THE GRADING SEQUENCE OUTLINED BELOW.

GRADING SEQUENCE

1. DETERMINE SIZE OF FILL AREA BASED ON AVAILABLE SOIL
2. INSTALL ROCK CONSTRUCTION ENTRANCE
3. INSTALL PERIMETER SEDIMENT CONTROL DEVICES (SILT FENCE).
4. STRIP TOPSOIL, STOCKPILE AND STABILIZE IN BERM FOR FUTURE SPREADING.
5. DIG TEMPORARY SEDIMENT BASIN, BASIN TO BE 1800 CF/ACRE OF AREA STRIPPED. CLEAN TEMP BASIN ONCE 50% FULL.
6. ALL SOIL WILL BE TESTED FOR SUITABILITY FOR FILL PER THE BORROW PIT RECLAMATION PROTOCOL PRIOR TO BEING BROUGHT ONSITE.
7. ALL SOILS WILL BE COMPACTED PER THE BORROW PIT RECLAMATION PROTOCOL.
8. MAINTAIN DRAINAGE DURING GRADING OPERATION TO TEMPORARY SEDIMENT BASIN.
9. COMPLETE SITE GRADING PER PLAN.
10. RESPREAD TOPSOIL MAINTAIN A MINIMUM OF 4" DEPTH.
11. MAINTAIN DRAINAGE TO TEMP SEDIMENT BASIN UNTIL NEXT PHASE BEGINS.
12. STABILIZE DENUDED AREAS AND STOCKPILES WITHIN TIME FRAME LISTED IN EROSION PREVENTION PRACTICES

GENERAL NOTES

1. CONTRACTOR TO ADHERE TO ALL REQUIREMENTS OF THE MINNESOTA POLLUTION CONTROL AGENCY N.P.D.E.S. PERMIT, INCLUDING THE REQUIREMENT TO MINIMIZE THE AREA DISTURBED BY GRADING AT ANY GIVEN TIME AND TO COMPLETE TURF RESTORATION THE TIME REQUIRED BY THE PERMIT AFTER COMPLETION OF

2. A COPY OF THESE PLANS MUST BE ON THE JOB SITE WHENEVER CONSTRUCTION IS IN PROGRESS.

3. BMP'S REFER TO EROSION AND SEDIMENT CONTROL PRACTICES DEFINED IN THE MPCA PROTECTING WATER QUALITY IN URBAN AREAS AND THE MINNESOTA CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL PLANNING HANDBOOK.

4. ALL EROSION AND SEDIMENT CONTROL FACILITIES (BMP'S) SHALL BE INSTALLED AND IN OPERATION PRIOR TO LAND DISTURBANCE ACTIVITIES. SOME EROSION CONTROLS SUCH AS CHECK DAMS AND TEMPORARY SILT PONDS MAY BE INSTALLED AS GRADING OCCURS IN THE SPECIFIC AREA. THEY SHALL BE MAINTAINED UNTIL CONSTRUCTION IS COMPLETED AND THE POTENTIAL FOR EROSION HAS PASSED.

5. THE BMP'S SHOWN ON THE PLANS ARE THE MINIMUM REQUIREMENTS FOR THE ANTICIPATED SITE CONDITIONS. AS CONSTRUCTION PROGRESSES AND UNEXPECTED OR SEASONAL CONDITIONS DICTATE, THE PERMITTEE SHALL ANTICIPATE THAT MORE BMP'S WILL BE NECESSARY TO ENSURE EROSION AND SEDIMENT CONTROL ON THE SITE. DURING THE COURSE OF CONSTRUCTION, IT IS THE RESPONSIBILITY OF THE PERMITEE TO ADDRESS ANY NEW CONDITIONS THAT MAY BE CREATED BY CONSTRUCTION ACTIVITIES AND/OR CLIMATIC EVENTS AND TO PROVIDE ADDITIONAL BMP'S OVER AND ABOVE THE MINIMUM REQUIREMENTS SHOWN ON THE PLANS THAT MAY BE NEEDED TO PROVIDE EFFECTIVE PROTECTION OF WATER AND SOIL RESOURCES.

6. ALL TREES NOT LISTED FOR REMOVAL SHALL BE PROTECTED. DO NOT OPERATE EQUIPMENT WITHIN THE DRIP LINE, ROOT ZONES OR WITHIN TREE PROTECTION FENCE AREAS.

7. WHEREVER POSSIBLE, PRESERVE THE EXISTING TREES, GRASS AND OTHER VEGETATIVE COVER TO HELP FILTER RUNOFF.

8. OPERATE TRACK EQUIPMENT (DOZER) UP AND DOWN EXPOSED SOIL SLOPES ON FINAL PASS, LEAVING TRACK GROOVES PERPENDICULAR TO THE SLOPE. DO NOT BACK-BLADE. LEAVE A SURFACE ROUGH TO MINIMIZE EROSION.

9. TEMPORARY SEED SHALL BE DONE IN ACCORDANCE TO MNDOT 2575 & 387,; CONSISTING OF:
   - MNDOT MIX 150 @ 40 LBS. PER ACRE OR APPROVED EQUAL.
   - MULCH SHALL BE MNDOT TYPE 3 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL, INSTALLED TO MINIMUM 90% COVERAGE OF THE SURFACE AREA DISTURBED.
   - TYPE 1 FERTILIZER, 10-10-20 @ 200 LBS. PER ACRE

10. PERMANENT TURF RESTORATION SHALL BE DONE IN ACCORDANCE WITH MNDOT 2575 & 3876 CONSISTING OF:
    - MNDOT MIXTURE 240 AT 75 POUNDS PER ACRE.
    - MULCH SHALL BE MNDOT TYPE 3 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL, INSTALLED TO MINIMUM 90% COVERAGE OF THE SURFACE AREA DISTURBED.MULCH AT 90 % COVERAGE WITH DISC ANCHOR.
    - TYPE 3 FERTILIZER, 22-5-10 80%W.I.N @ 350 LBS PER ACRE.

11. SLOPES AT 3:1 OR STEEPER, AND/OR WHERE INDICATED ON THE PLANS SHALL BE SEEDED AND HAVE AN EROSION CONTROL BLANKET TYPE 3 INSTALLED OR MAY BE HYDROSEEDED WITH TACKIFER MULCH.

12. THE CONTRACTOR SHALL REMOVE ALL SOILS AND SEDIMENT TRACKED ONTO EXISTING STREETS AND PAVED AREAS.

13. IF BLOWNG DUST BECOMES A NUISANCE, THE CONTRACTOR SHALL APPLY WATER FROM A TANK TRUCK TO ALL CONSTRUCTION AREAS.

14. WITHIN 7 DAYS OF COMPLETION OF THE SITE GRADING OPERATIONS THE ENTIRE SITE (EXCEPT ROADWAYS) SHALL HAVE BEEN SEEDED AND MULCHED AND SILT FENCE SHALL INSTALLED AROUND ALL PONDS.

15. ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE PROPERLY DISPOSED OF WITHIN THIRTY (30) DAYS AFTER FINAL SITE STABILIZATION IS ACHIEVED OR AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED.

CONSTRUCTION ACTIVITY REQUIREMENTS

A. EROSION PREVENTION PRACTICES

1. THE CONTRACTOR SHALL IMPLEMENT CONSTRUCTION PHASING, VEGETATIVE BUFFER STRIPS, HORIZONTAL SLOPE GRADING, AND OTHER CONSTRUCTION PRACTICES THAT MINIMIZE EROSION. THE LOCATION OF AREAS NOT TO BE DISTURBED MUST BE DELINEATED (E.G. WITH FLAGS, STAKES, SIGNS, SILT FENCE, ETC.) ON THE DEVELOPMENT SITE BEFORE WORK BEGINS.

2. ALL EXPOSED SOIL AREAS WITHIN 200 FEET OF A SURFACE WATER OR ANY STORMWATER CONVEYANCE SYSTEM WHICH IS CONNECTED TO A SURFACE WATER MUST BE STABILIZED WITHIN 7 DAYS (STEEPER THAN 3:1 SLOPES), 14- DAYS (10:1 TO 3:1 SLOPES), OR 21 DAYS (FLATTER THAN 10:1). THESE AREAS INCLUDE POND SIDE SLOPES, EXPOSED SOIL AREAS WITH A POSITIVE SLOPE TO A CURB AND GUTTER SYSTEM, STORM SEWER INLET, DRAINAGE DITCH, OR OTHER SYSTEM THAT DISCHARGES TO A SURFACE WATER.

3. THE NORMAL WETTED PERIMETER OF ANY DRAINAGE DITCH MUST BE STABILIZED WITHIN 200 LINEAL FEET FROM THE PROPERTY EDGE, OR FROM THE POINT OF DISCHARGE TO ANY SURFACE WATER (WITHIN 24 HOURS OF CONNECTING TO A SURFACE WATER).

4. PIPE OUTLETS MUST BE PROVIDED WITH TEMPORARY. OR PERMANENT ENERGY DISSIPATION WITHIN 24 HOURS OF CONNECTION TO A SURFACE WATER.

B. SEDIMENT CONTROL PRACTICES

1. SEDIMENT CONTROL PRACTICES MUST MINIMIZE SEDIMENT ENTERING SURFACE WATERS. DITCHES AND SEDIMENT BASINS REQUIRE SEDIMENT CONTROL PRACTICES ONLY AS APPROPRIATE FOR SITE CONDITIONS. IF DOWN GRADE SYSTEM IS OVERLOADED, ADDITIONAL UPGRADE PRACTICES MUST BE INSTALLED, AND THE SWPPP MUST BE AMENDED. THERE SHALL BE NO UNBROKEN SLOPE LENGTH OF GREATER THAN 75 FEET FOR SLOPES WITH A GRADE OF 3:1 OR STEEPER. SLOPES MAY BE BROKEN WITH SILT FENCE, ROCK CHECK DAMS, COMPOST SNAKES, OR OTHER APPROVED METHODS AND/OR AS SHOWN ON THE EROSION CONTROL PLAN.

2. SEDIMENT CONTROL PRACTICES MUST BE ESTABLISHED ON DOWNGRADE PERIMETERS BEFORE UPGRADE LAND DISTURBING ACTIVITIES BEGIN.

3. THE TIMING OF SEDIMENT CONTROL PRACTICES MAY BE ADJUSTED TO ACCOMMODATE SHORT TERM ACTIVITIES. HOWEVER, THESE PRACTICES MUST BE INSTALLED BEFORE THE NEXT PRECIPITATION EVENT EVEN IF THE ACTIVITY IS NOT COMPLETE.

4. CONTRACTOR MUST PROTECT ALL STORM DRAIN INLETS BY APPROPRIATE BMP'S DURING CONSTRUCTION UNTIL ALL SOURCES WITH POTENTIAL FOR DISCHARGING TO THE INLET HAVE BEEN STABILIZED.

5. TEMPORARY STOCKPILES MUST HAVE SILT FENCE AROUND THE PERIMETER OF THE BASE OF THE STOCKPILE AND CANNOT BE PLACED IN SURFACE WATERS, INCLUDING STORM WATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS OR DITCHES.

6. CONTRACTOR MUST INSTALL TEMPORARY (OR PERMANENT) SEDIMENTATION BASINS WHERE TEN OR MORE ACRES OF DISTURBED SOIL DRAIN TO A COMMON LOCATION AND/OR AS SHOWN ON THE EROSION CONTROL PLAN.

C. DEWATERING AND SURFACE DRAINAGE

1. DEWATERING OR ANY TYPE OF SURFACE DRAINAGE THAT MAY HAVE TURBID OR SEDIMENT LADEN DISCHARGE WATER MUST BE DISCHARGED TO AN APPROVED SEDIMENT BASIN ON THE PROJECT SITE WHENEVER POSSIBLE. IF THE WATER CANNOT BE DISCHARGED TO A BASIN PRIOR TO ENTERING THE SURFACE WATER, IT MUST BE TREATED WITH THE APPROPRIATE BMP'S SUCH THAT THE DISCHARGE DOES NOT ADVERSELY AFFECT THE RECEIVING WATER OR DOWNSTREAM LANDOWNERS. THE CONTRACTOR MUST ENSURE THAT DISCHARGE POINTS ARE ADEQUATELY PROTECTED FROM EROSION AND SCOUR. THE DISCHARGE MUST BE DISPERSED OVER NATURAL ROCK RIP RAP, SAND BAGS, PLASTIC SHEETING, OR OTHER ACCEPTED ENERGY DISSIPATION MEASURES.

2. ALL WATER FROM DEWATERING MUST BE DISCHARGED IN A MANNER THAT DOES NOT CAUSE NUISANCE CONDITIONS, EROSION, OR INUNDATION OF WETLANDS CAUSING SIGNIFICANT ADVERSE IMPACT TO THE WETLAND.

D. INSPECTIONS AND MAINTENANCE

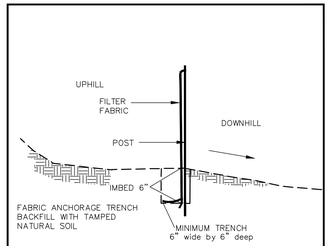
1. THE CONTRACTOR MUST APPOINT SOMEONE TO INSPECT THE CONSTRUCTION SITE ONCE EVERY SEVEN DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT OF GREATER THAN 0.5 INCHES IN 24 HOURS. ALL INSPECTIONS MUST BE RECORDED IN WRITING AND RETAINED PER M.P.C.A. N.P.D.E.S. REQUIREMENTS. (NOTE: LOCAL JURISDICTION MAY REQUIRE A MORE FREQUENT INTERVAL OF INSPECTION.)

E. POLLUTION PREVENTION MANAGEMENT MEASURES

1. SOLID WASTE MUST BE DISPOSED OF PER M.P.C.A. REQUIREMENTS.

2. HAZARDOUS MATERIALS MUST BE STORED AND DISPOSED OF PER M.P.C.A. REGULATIONS.

3. EXTERNAL WASHING OF CONSTRUCTION VEHICLES MUST BE LIMITED TO A DEFINED AREA OF THE SITE. RUNOFF MUST BE CONTAINED AND WASTE PROPERLY DISPOSED OF. NO ENGINE DECREASING IS ALLOWED ON SITE.

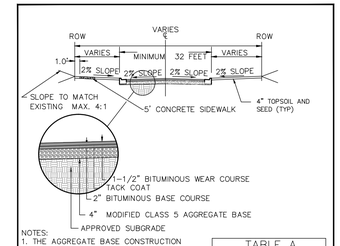


INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL

NO SCALE

APPROVED DATE 2-2006		STANDARD DETAILS SILT FENCE
		CITY PLATE No. ERO-3

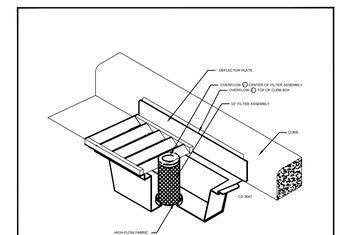


NOTES:
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.
2. IF THE AGGREGATE BASE FAILS TO MEET THE MODIFIED CLASS 5 SPECIFICATIONS THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEETS MODIFIED CLASS 5 SPECIFICATIONS.
3. ALL SIDEWALKS ARE 6" THICK, IN AREAS WHERE THERE ARE NO PROPOSED DRIVEWAYS, 4" THICK WILL BE ALLOWED.
4. TOPSOIL, SEED AND MULCH ALL DISTURBED AREAS.

TABLE A
MODIFIED CLASS 5 SPECIFICATIONS

% PASSING	
1"	100
3/4"	90 - 100
3/8"	50 - 80
No.4	35 - 70
No.10	20 - 60
No.40	10 - 35
No.200	5 - 10

APPROVED DATE 6-2004		STANDARD DETAILS URBAN SECTION
		CITY PLATE No. STR-5

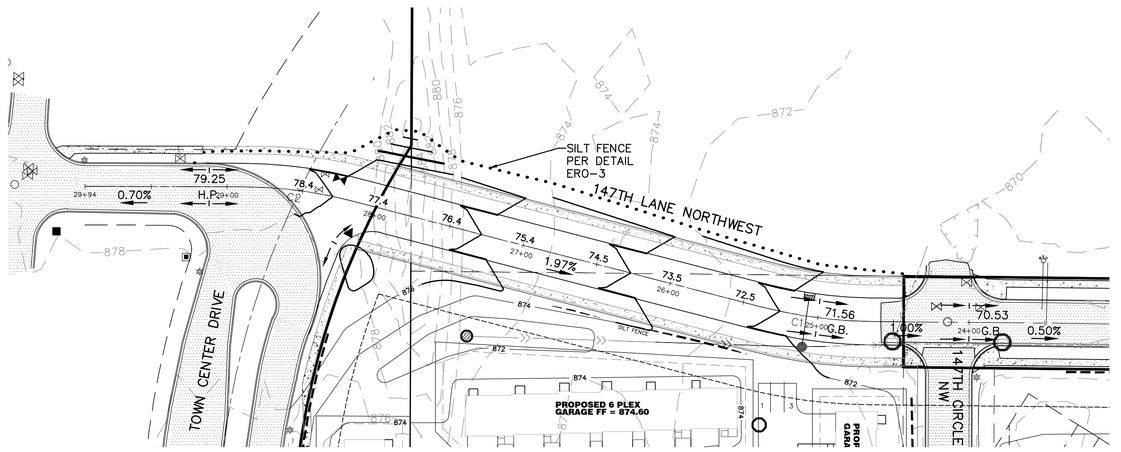


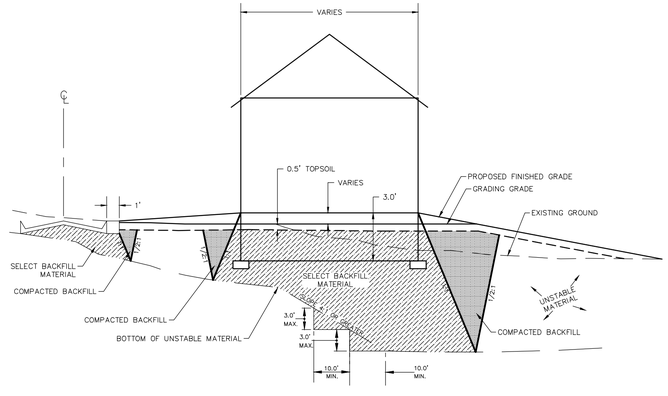
INLET PROTECTION - WIMCO OR EQUAL

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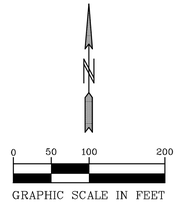
APPROVED DATE X		STANDARD DETAILS WIMPCO
		CITY PLATE No. STR-21





SUBGRADE CORRECTION DETAIL

NO SCALE



BENCH MARK

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T.N.H. LOCATED 670FT WEST OF THE INTERSECTION OF COUNTY ROAD NO. 56 AND COUNTY ROAD NO. 116. ELEV.=879.95

01-ENG-SHEET-112304-GR.DWG

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Reg. No. 45831 Date 1-18-13

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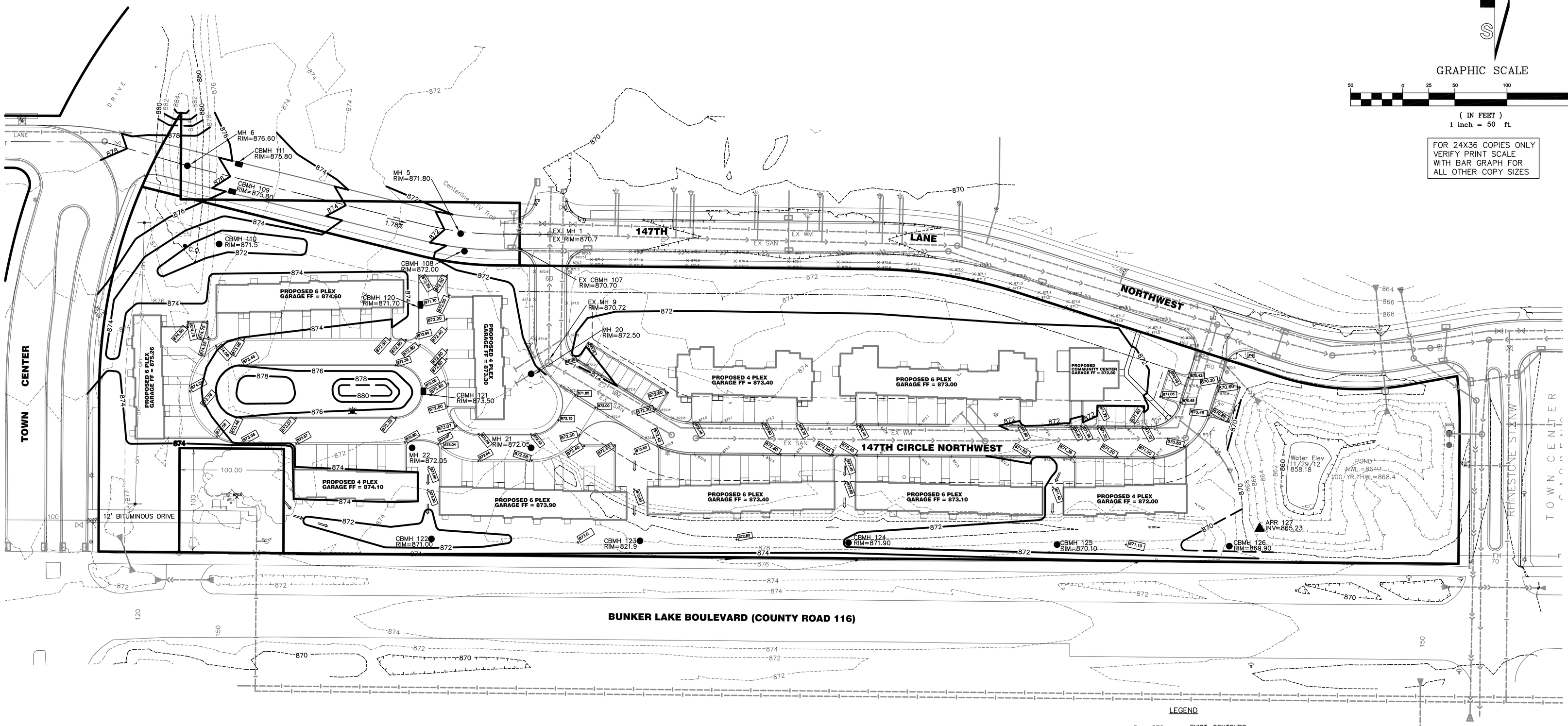
GRADING & EROSION CONTROL PLAN

SEASONS OF RAMSEY LP
3601 18TH STREET SOUTH, SUITE 117
ST.CLOUD, MINNESOTA 56301

SEASONS OF RAMSEY
RAMSEY, MINNESOTA

5 OF 5

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GRAPHIC SCALE

(IN FEET)
1 inch = 50 ft.

FOR 24X36 COPIES ONLY
VERIFY PRINT SCALE
WITH BAR GRAPH FOR
ALL OTHER COPY SIZES

GENERAL NOTES

1. POND ORIGINALLY SIZED FOR THIS DEVELOPMENT PLUS AREA NORTH OF 147 LANE NORTHWEST. WHEN AREA NORTH OF 147 LANE NORTHWEST IS DEVELOPMENT POND SIZE TO BE CHECKED AND ENLARGED IF NEEDED.

LEGEND

- EXIST. CONTOURS
- PROP. CONTOURS
- EXIST. SPOT ELEV..
- PROP. SPOT ELEV.
- DRAINAGE ARROW
- EXIST. CB
- PROP. CB
- EXIST. STORM SEWER
- PROP. STORM SEWER
- EXIST. FES
- PROP. FES
- EXIST. MH
- PROP. MH
- EXIST. SAN. SEWER
- PROP. SAN. SEWER
- EXIST. WATERMAIN
- PROP. WATERMAIN
- SILT FENCE
- D&U EASEMENT
- FIBER LOGS
- FILTER LOGS

CALL 48 HOURS BEFORE DIGGING:
GOPHER STATE ONE CALL
TWIN CITY AREA 454-0002
MINNESOTA TOLL FREE 1-800-252-1166

REVISIONS:

DATE	
12/17/12	PRELIMINARY PLAT SUBMITTAL

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Gary D'Heilly

DATE: _____ REG. NO. 22426

DESIGNED: GLD
DRAWN BY: LCD
CHECKED BY:

D'Heilly Engineering Inc.
625 Lake Dr. W
P.O. Box 1123
Annandale, MN 55302
Phone (320) 224-1169

SEASONS TOWNHOMES OF RAMSEY
RAMSEY, MINNESOTA

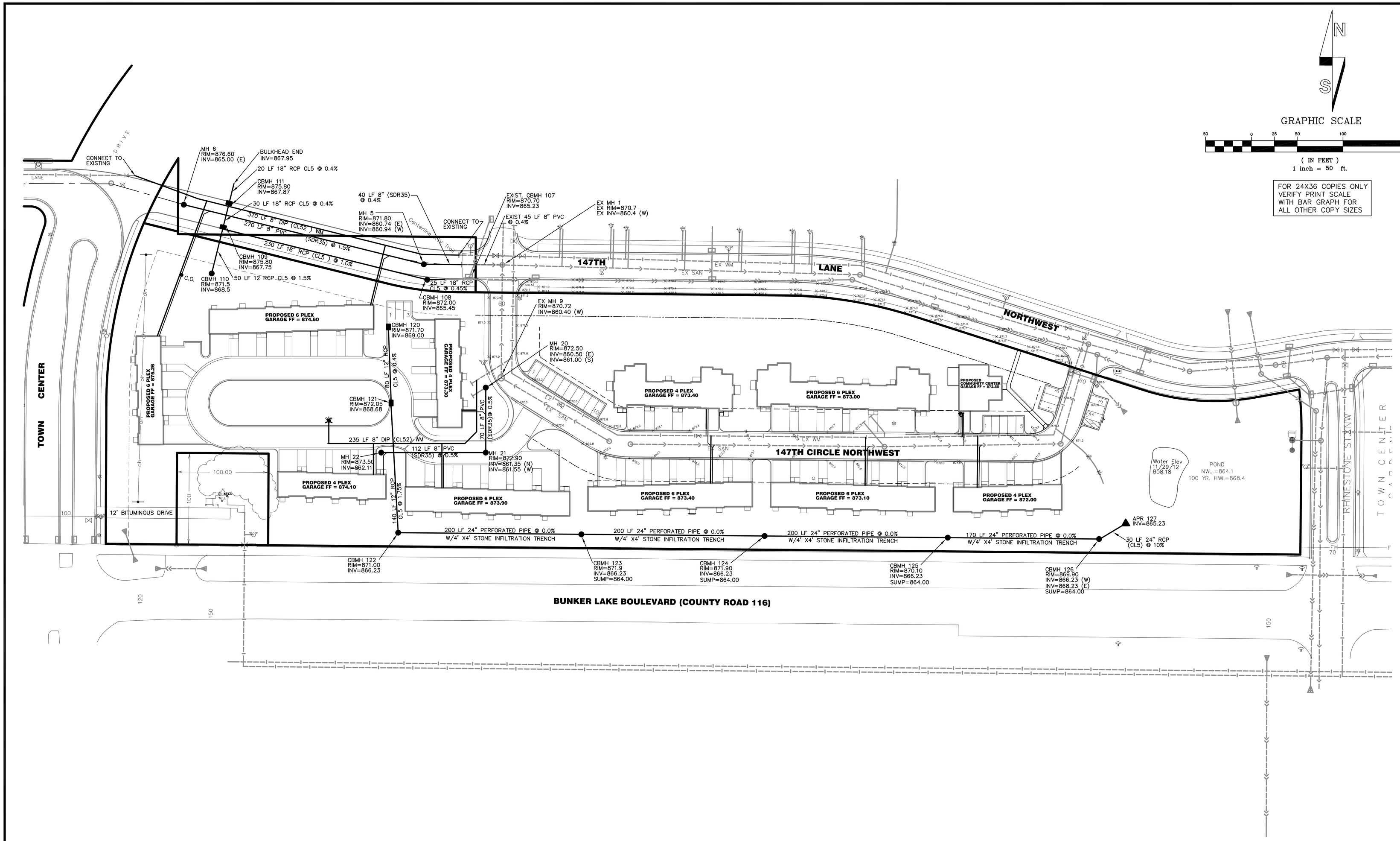
GRADING PLAN

PRELIMINARY CONSTRUCTION PLANS

PROJECT NO. 121004

SHEET NO. C2

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GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)
1 inch = 50 ft.

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TWIN CITY AREA 454-0002
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SEASONS TOWNHOMES OF RAMSEY

RAMSEY, MINNESOTA

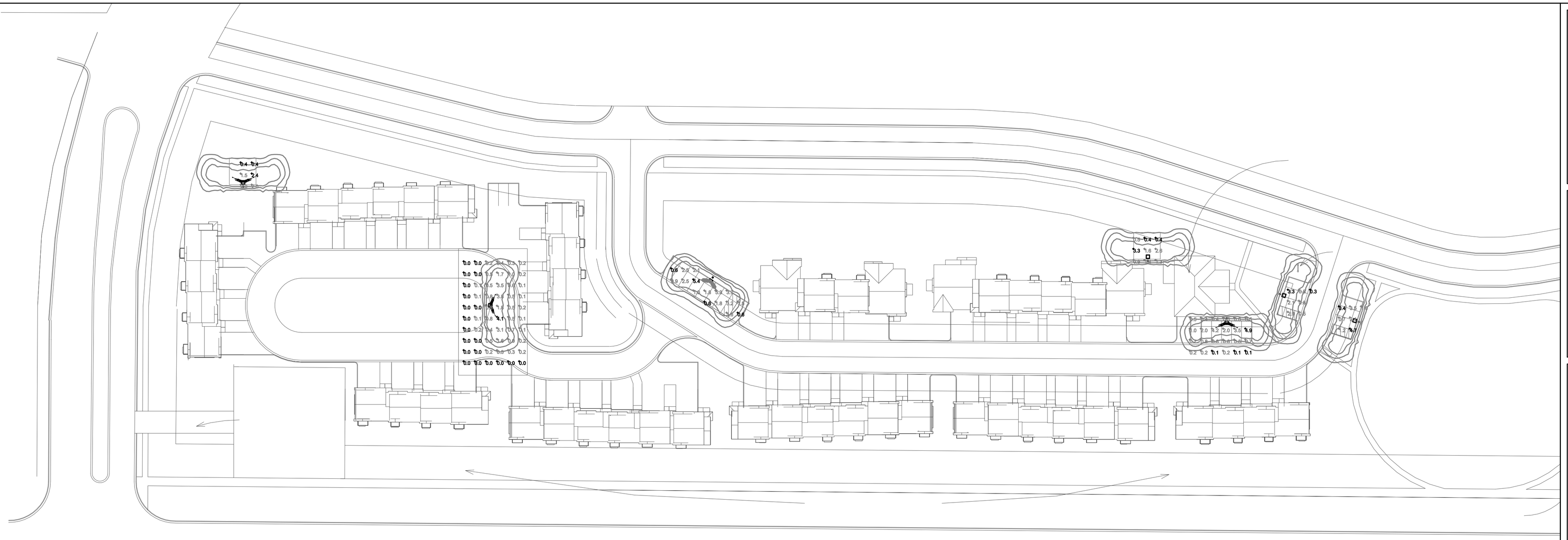
UTILITY PLAN

PRELIMINARY CONSTRUCTION PLANS

PROJECT NO. 121004

SHEET NO. **C3**

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1 SITE PHOTOMETRIC PLAN
1" = 50'-0"

LITHONIA LIGHTING®

FEATURES & SPECIFICATIONS

INTENDED USE — Ideal for car lots, street lighting or parking areas.

CONSTRUCTION — Rugged, .063" thick, aluminum rectilinear housing. Formed for weather-tight seal and integrity. Naturally anodized, extruded aluminum door frame with mitered corners, is retained with two .188" diameter hinge pins and secured with one quarter-turn, quick-release fastener. Weatherproof seal between housing and door frame is accomplished with an integrally designed, extruded silicone gasket that snaps into the door frame, and another gasket applied to the housing.

Finish: Standard finish is dark bronze (DDB), polyester powder finish with other architectural colors available.

OPTICS — Reflectors are anodized and segmented for superior uniformity and control. Reflectors attach with tool-less fasteners and are rotatable and interchangeable. Three cutoff distributions available: Type II (roadway), Type III (asymmetric), Type IV (forward throw, sharp cutoff). Lens is .125" thick impact-resistant tempered glass with thermally applied silk-screened shield.

ELECTRICAL — Ballast: High pressure sodium: 70-150W is high-reactance, high power factor. Constant wattage autotransformer for 200-250W. Metal halide: 100-150W is high-reactance, high power factor and standard with pulse-start ignitor technology. "SCWA" not required. Constant wattage autotransformer for 175-250W. Super CWA (pulse start ballast). 88% efficient and EISA legislation compliant, is required for 151-200W (SCWA option) for U.S. shipments only. CSA or IHTL required for probe-start shipments outside the U.S. Pulse-start ballast (SCWA) required for 200M.

Ballasts are 100% factory-tested.

Socket is porcelain, horizontally mounted medium base socket for 70-150M and position-oriented mogul base socket for HPS and 175M-250M, with copper alloy, nickel-plated screw shell and center contact. UL listed 1500W-600V.

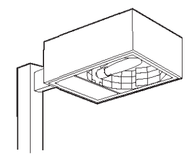
INSTALLATION — Extruded aluminum arms for pole or wall mounting is shipped in future carton. Optional mountings available.

LISTING — UL listed for wet locations. Listed and labeled to comply with Canadian standards (see Options).

WARRANTY — 1-year limited warranty. Complete warranty terms located at www.acuitybrands.com/CustomerResources/Terms_and_conditions.aspx

Note: Specifications subject to change without notice.

Catalog Number	
Notes	
Type	



Area Lighting

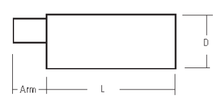
KSF1

METAL HALIDE: 100-250W
HIGH PRESSURE SODIUM: 70-200W
15' to 25' Mounting

Specifications

EPA: 1.5 ft² (.14 m²) (includes arm)
Length: 21-1/4 (54.0)
Width: 15-15/32 (39.3)
Depth: 7-1/4 (18.4)
Arm: 4 (10.2)
*Weight: 35 lbs (15.9 kg)
*Weight as configured in example below.

All dimensions are inches (centimeters) unless otherwise specified.



Mounting option	Drilling template
SPxx, RPxx, DA12P	5
WBxx, DA12WB	6
WWxx	7

ORDERING INFORMATION For shortest lead times, configure product using **bolded options.** **Example:** KSF1 150S R3 TB SP04 LPI

KSF1					
Series	**Wattage**	**Distribution**	**Voltage**	**Ballast**	**Mounting**
KSF1	Metal halide 100M[1] 175M[1] 200M[1] **150M** **250M[1]** Ceramic metal halide[2] 100MHC[1] 150MHC High pressure sodium[1] 70S[3] 100S 200S[3] 150S[4]	R2 Type II roadway **R3** Type III asymmetric **R4SC** Type IV forward throw, sharp cutoff	120 **347** **208[5]** 480[5] 240[5] TB[6] **277** 2305HZ[7]	**(blank)** Magnetic CWI Constant wattage isolated Pulse Start SCWA Super CWA pulse-start ballast NOTE: For shipments to U.S. territories, SCWA must be specified to comply with EISA.	Type **SP__** Square pole RP__ Round pole WB__ Wall bracket WW__ Wood pole or wall bracket Arm length[11] **04** 4' arm 06 6' arm **09** 9' arm 12 12' arm Shipped separately DA12P Degree arm, pole DA12WB Degree arm, wall KMA Mast arm adapter KTMB Twin mounting bar

Options				Finish[16]				Lamp[18]
Shipped installed in fixture			Shipped separately[12]	**(blank)** Dark bronze		DBLXD Black		**LPI** Lamp included
PER NEMA twist-lock receptacle only (no photocontrol)	EC Emergency circuit[13]		PE3 NEMA twist-lock PE (120, 208, 240V)	DWH White		DNAXD Natural aluminum		**L/LP** Less lamp
SF Single fuse (120, 277, 347V) n/a TB	**CSA** CSA Certified		PE3 NEMA twist-lock PE (347V)	**DBL** Black		DWHXD White		
DF Double fuse (208, 240, 480V) n/a TB	NOM NOM Certified[8]		PE4 NEMA twist-lock PE (480V)	DMB Medium bronze		DDBXD Textured dark bronze		
QRS Quartz restrike system[17]	IHTL Available for MH probe-start shipping outside the U.S.		PE7 NEMA twist-lock PE (277V)	**DNA** Natural aluminum		DBLBXD Textured black		
QRS1D QRS time delay[14,15]	KW1 KiloWatch® 120V control relay[15]		SC Shorting cap for PER option	CRT Non-stick protective coating[17]		DNATXD Textured natural aluminum		
	KW4 KiloWatch® 277V control relay[15]		HS House-side shield (R2, R3)[9,10]	Super Durable Finishes		DWHGXD Textured white		
	REGC1 California Title 20 effective 1/1/2010		VG Vandal guard[10]	DDBXD Dark bronze				

Accessories: Tenon Mounting Slipfitter *Number of fixtures.*						
Tenon O.D.	One	Two@180°	Two@90°[19]	Three@120°	Three@90°[19]	Four@90°[19]
2-3/8" (60)	T20-190	T20-280	T20-290	T20-320	T20-390	T20-490
2-7/8" (7.3)	T25-190	T25-280	T25-290	T25-320	T25-390	T25-490
4" (10.2)	T35-190	T35-280	T35-290	T35-320	T35-390	T35-490

Notes
1 Not available with SCWA.
2 These wattages do not comply with California Title 20 regulations.
3 Must be ordered with SCWA.
4 These wattages require the REGC1 option to be chosen for shipments into California for Title 20 compliance. 250MAREGC1 is not available in 347V or 480V.
5 Not available with LP.
6 Not available with 480V.
7 Must specify CWI for use in Canada.
8 Optional multi-tap ballast (120, 208, 240, 277V); (120, 277, 347V in Canada).
9 Consult factory for available wattages.
10 Use 9" arm when two or more luminaires are oriented on a 90° drilling pattern.
11 Maximum allowable wattage lamp included.
12 KiloWatch® controls are available only with 150S.
13 May be ordered as an accessory.
14 Prefix with KSF1 when ordering as an accessory.
15 Available with R2 and R3 distribution only.
16 See www.lithonia.com/archivolitors for additional color options.
17 Black finish only.
18 Must be specified.
19 Must use RPXX or RP32.

LUMINAIRE SCHEDULE

Symbol	Label	Qty	Catalog Number	Description	Lamp	Lumens	LLF	Watts
□	A	6	KSF1 100M R3 HS	ARM MOUNTED FIXTURE WITH PREMIUM SEGMENTED OPTICS AND HS OPTION	ONE 100-WATT CLEAR E-17 METAL HALIDE, HORIZONTAL POSITION.	8500	0.81	140
□	B	1	KSF1 175M R3 HS	ARM MOUNTED FIXTURES WITH PREMIUM SEGMENTED OPTICS AND HS OPTION	ONE 175-WATT CLEAR BT-28 METAL HALIDE, HORIZONTAL POSITION.	12000	0.81	213

FIXTURE HEIGHT INCLUDING BASE = 15'-0"

STATISTICS

Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Calc Zone #8	+	2.3 fc	5.4 fc	0.6 fc	9.0:1	3.8:1
Calc Zone #10	+	1.5 fc	2.4 fc	0.4 fc	6.0:1	3.8:1
Calc Zone #11	+	0.5 fc	4.1 fc	0.0 fc	N / A	N / A
Calc Zone #12	+	1.4 fc	3.3 fc	0.4 fc	8.3:1	3.5:1
Calc Zone #13	+	1.1 fc	4.9 fc	0.1 fc	49.0:1	11.0:1
Calc Zone #14	+	1.5 fc	3.3 fc	0.3 fc	11.0:1	5.0:1
Calc Zone #15	+	2.0 fc	4.7 fc	0.4 fc	11.8:1	5.0:1

PBA ARCHITECTS, INC.
1851 BIRCH LANE NE
LONGVILLE, MN. 56655
TEL.: (612)353-4753
FAX: (612)353-4782

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

LICENSE NO. 16544

STRUCTURAL ENGINEERS:

CIVIL ENGINEER:

MECHANICAL/ELECTRICAL ENGINEER:

STEEN ENGINEERING INC.
763-585-6742
763-585-6757 fax
Email: steen@steeneng.com

5430 Douglas Drive North
Crystal, MN 55429

No.	Description	Date

PRELIMINARY - NOT FOR CONSTRUCTION

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THE SEASONS TOWNHOMES

PODAWILTZ DEVELOPMENT CORP

SITE PHOTOMETRIC PLAN

Project number	PBA201301
Date	12/12/2012
Drawn by	DJL
Checked by	SMY

E-0.0

Scale As indicated

5.01: Public Hearing: Request for Preliminary Plat and Site Plan Approval of SEASONS OF RAMSEY Located at the North East Intersection of Bunker Lake Boulevard NW and Town Center Drive NW; Case of The Seasons of Ramsey Limited Partnership

Public Hearing

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

Presentation

Development Services Manager Gladhill presented the staff report. It was noted the applicant is requesting preliminary plat and site plan approval for the 50-unit townhome development named SEASONS OF RAMSEY. The preliminary plat was discussed in detail and staff noted the applicant would be vacating 147th Circle, while extending the right of way connection of 147th Lane NW. The site plan with the private roadways and architectural designs were reviewed and staff noted additional architectural elements were requested from the applicant. Staff recommended approval of the site plan and preliminary plat contingent upon revisions to the front and rear renderings.

Citizen Input

Bill Kemp, Podawiltz Development Corporation, thanked staff for the presentation this evening. He commented he would be meeting with staff on February 5th to discuss the renderings in further detail.

Commissioner Bauer questioned why the renderings were modified from the original plans.

Mr. Kemp noted some of the issues were cost related, along with other issues concerning the width of the units. He requested the Commission provide feedback on the desired amenities on the exterior of the units.

Commissioner VanScoy asked if the applicant had any other questions or concerns based on the comments made by staff.

Mr. Kemp did not have any other concerns on the project.

Commissioner Bauer indicated the three-bedroom units had a smaller kitchen than the other units, which was inconsistent with the number of occupants.

Mr. Kemp commented the architect would be able to better address this concern.

Lonnie Kornovich, Kornovich & Company, explained he has been working on these plans for the past six weeks. He stated he would continue to work with the City to address the site design requirements.

DRAFT

Commissioner Bauer inquired if the applicant was willing to meet the City's landscaping requirements.

Mr. Kemp reported he was aware of the need for additional top soil and trees and both of these concerns would be addressed with staff.

Commissioner Bauer asked if the Fire Marshal had reviewed the proposed plans.

Development Services Manager Gladhill commented the plans were reviewed and approved by the Fire Marshal.

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

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

Chairperson Levine closed the public hearing closed at 7:23 p.m.

Commission Business

Commissioner VanScoy commented the revised renderings were less desirable than the original designs. He recommended porches be added to the front of the building.

Motion by Commissioner Field, seconded by Commissioner Bauer, to recommend that City Council adopt a Resolution granting Preliminary Plat Approval for SEASONS OF RAMSEY contingent upon approval of the site plan.

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

Commission Business

Motion by Commissioner Field, seconded by Commissioner Schiller, to recommend that City Council approve the Site Plan for Seasons of Ramsey, contingent upon compliance with the City Staff Review File dated January 25, 2013 and subject to revised architectural renderings that comply with The COR Design Framework and previous City Council direction to the Developer and subject to revisions to the architectural renderings that would be consistent with Design Framework and previous renderings.

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

DRAFT

CITY OF RAMSEY
DEVELOPMENT CONTRACT FOR COR TWO

This contract (hereinafter the "Contract") is dated as of this _____ day of _____, 2012 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**") and **THE SEASONS OF RAMSEY LIMITED PARTNERSHIP**, a a limited partnership (the "**PERMITTEE**").

WHEREAS, the **PERMITTEE** is the owner of land legally described as follows:

Insert legal description here [still waiting to determine the sequence of transferring property between 21st Century and Seasons]

(the "Subject Property")

WHEREAS, the **PERMITTEE** has received approval from the **CITY** to subdivide the Subject Property and plat the same as SEASONS OF RAMSEY (the "Plat").

THEREFORE, THE **CITY** AND THE **PERMITTEE** AGREE AS FOLLOWS:

1. Conditions of Approval. The **CITY** has approved the Plat subject to the satisfaction of the following conditions subsequent:

   a. The **PERMITTEE'S** Execution of this Contract. That the **PERMITTEE** enter into this Contract.

   b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy**.** A successor in title to the **PERMITTEE** who acquires any right, title or interest in or to all or any portion of the Subject Property in good faith and for value may rely on the recording of the Plat as conclusive evidence that this condition has been satisfied.

   c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of 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. A successor in title to the **PERMITTEE** who acquires any right, title or interest in or to all or any portion of the Subject Property in good faith and for value may rely on the recording of the Plat as conclusive evidence that this condition has been satisfied.

   d. Easements. Contemporaneous with the recording of the Plat, the **PERMITTEE** must record instruments creating valid easements for (i) for

a future public trail located on the Property and (iii) for public and private utilities and storm water facilities the **PERMITTEE** is obligated to construct as a part of the Stage I Improvements, to the extent such utilities and storm drainage facilities are not located within drainage and utility easements dedicated on the Plat.

2. The Plans. The term "Plans" as used in this Contract means the Final Plat Plans prepared by Pioneer Engineer, Inc. dated _____, as revised _____. The Plans remain subject to: (a) **CITY** Staff's review and approval of _____ revisions to, among other things, confirm that the revisions requested in the **CITY** Staff's January 25th, 2013 review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The **CITY** may not arbitrarily or capriciously deny or delay approval of proposed revisions to the Plans or impose arbitrary or capricious conditions upon the **CITY'S** approval of proposed changes to the Plans. The Plans shall not be attached to this Contract, but are in the **CITY'S** files. [There are a few versions of plans that have been distributed. We are working to finalize review of each set and determine our baseline. I also understand that there may be a few sheets to be revised. We will add these dates ASAP]

3. Stage I Improvements. The improvements the **PERMITTEE** will construct or install are as follows:

a. Trunk and lateral sanitary sewer
b. Trunk and lateral water main
c. Storm drainage facilities
d. Stormwater maintenance through 90% build out
e. Streets
f. Concrete curb and gutter
g. Street traffic control signals
h. Lot grading
i. Trail development
j. Sidewalks Electricity (within one-quarter mile)
k. Natural gas (within one-quarter mile)
l. Phone (within one-quarter mile)
m. Boulevard sodding
n. Water shut off boxes

("Stage I Improvements").

The **PERMITTEE** agrees to construct and install the Stage I **CITY** Improvements according to the terms and conditions of this Contract and in accordance with the Plans. The **CITY** must complete the construction of the Stage I **CITY** Improvements within one (1) year after the recording of the Plat.

4. Additional Requirements Related to Certain Stage I **PERMITTEE** Improvements. The **PERMITTEE** must construct and complete the Stage I **PERMITTEE** Improvements related to the connection to Town Center Drive under traffic and shall not result in the closure of Town Center Drive.

5. Lot Corner Staking. The **PERMITTEE** must install lot corner stakes at all lot corners prior to the installation of the underground utilities described in Sections 3.

6. Stage I Improvement Financial Guarantee. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Stage I Improvements and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of Five Hundred Fifty Six Thousand Two Hundred Fifty Dollars and No Cents **($556,250.00),** which amount is 125% of the **CITY** Engineer's estimated cost of the Stage I Improvements. 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, The **PERMITTEE** may request a reduction in the amount of the financial guarantee.

7. Inspection Fees for the Stage I Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of Twenty Two Thousand Two Hundred Fifty Dollars and No Cents **($22,250.00)**, which amount is 5% of the City Engineer's estimated cost of the Stage I Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, acceptance by the **CITY**, and supported by appropriate lien waivers.

8. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I Improvements. The **PERMITEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I Improvements and as a condition of the **CITY'S** release of the greater of the last ten percent (10%) or the last $_____ of the security described in Section 3 above, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible "As Built" plans for the Stage I Improvements.

9. Time of Performance for the Stage I Improvements. The **PERMITTEE** must complete the Stage I Improvements within one (1) year after the recording of the Plat.

10. Ownership of the Stage I Improvements. The **PERMITTEE** owns the Stage I Improvements until the **CITY'S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY'S**

written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY'S** financial guaranty described in Section 7 and except to the extent the **CITY** and the **PERMITTEE** may agree, in writing, to defer the **CITY'S** acceptance of certain specified Stage I Improvements, the **CITY** is deemed to have accepted the Stage I Improvements when the **CITY** releases the financial guaranty described in Section 7 or allows such financial guarantee to lapse, expire or otherwise terminate.

11. Stage I Improvements License. THE **PERMITTEE** hereby grants the **CITY** and the **CITY'S** agents, employees, officers, and contractors an irrevocable license to enter the **PERMITTEE** Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITTEE'S** installation of the Stage I **PERMITTEE** Improvements. The license shall expire after the **CITY** accepts ownership of Stage I **PERMITTEE** Improvements.

12. Stage II Improvements. The future improvements the **PERMITTEE** must construct or install are as follows:

    a. Street striping and signing.
    b. Sealcoating
    c. Street lights
    d. Survey monumentation

    (the "Stage II Improvements"). The **PERMITTEE** must complete the construction of the Stage II Improvements within one (1) year after the date upon which the Plat is recorded.

    PERMITTEE must install the Stage II Improvements in accordance with the Plans.

13. Financial Guaranty for Stage II Improvements. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Stage II Improvements and their timely completion. The **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 the Stage II Improvements. 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, The **PERMITTEE** may request a reduction in the amount of the financial guarantee.

14. Inspection Fees for the Stage II Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage II Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of _____ Dollars and No Cents ($____.00), which amount is 5% of the City

Engineer's estimated cost of the Stage II Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage II Improvements, acceptance by the **CITY**, and supported by appropriate lien waivers.

15. Street Cleaning and Clean Up. After the street surfacing that is a part of the Stage I Improvements is installed, the **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.

16. Payment of Development Fee's. The **PERMITTEE** must pay to the **CITY** the fees described on Exhibit C which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Construction (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Management Fees and Street Light and Street Light Operation and Maintenance Fees. Said fees were previously paid as part of TOWN CENTER GARDENS 3RD ADDITION. Based on 2013 Rates and Fees, certain line items will produce a credit. However, other line items produce a deficit. See Exhibit __ for detailed calculations. The available credit exceeds the deficit; therefore, additional development fees outlined above shall not be due on the plat.

17. Requirements for Building and Occupancy Permits.

a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey that includes the survey information described on Exhibit B; c.) the financial guaranty described in Section 7 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and the Anoka County Soil Conservation District and has provided a copy of each such permit to the **CITY;** and

b. No occupancy permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Contract requires to serve the lot and such utilities and storm water facilities are in place, and operational and the CITY has accepted those utilities and storm water facilities; (c) for lots that have a slope of less than 2%, provided the CITY with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and

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(d) installed and planted the sod and landscaping that are required as a part of the Stage I PERMITTEE Improvements.

18. **PERMITTEE** Defaults. If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default (except as provided in subsection (a) below and in Section 7 above with respect to expiring letters of credit) and the **PERMITTEE** fails to cure the default within said thirty (30) the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:

a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **PERMITTEE** as promptly as possible that the **CITY** is undertaking to perform the **PERMITTEE'S** obligation or obligations. If the **CITY** performs one or more obligations of the **PERMITTEE**, the **PERMITTEE** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within __ days after the **CITY** notifies the **PERMITTEE**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **PERMITTEE** does not reimburse the **CITY** within said __ day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to this Contract to reimburse itself for the expenses the **CITY** incurs to perform the work. 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 **PERMITTEE** Property. As an alternative to seeking recovery from the **PERMITTEE** or the financial guaranty, the **CITY** may levy special assessments against the **PERMITTEE** Property in accordance with Minnesota Statutes Section 429, and the **PERMITTEE**, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the **PERMITTEE** may have to such special assessments;

b. The **CITY** may commence an action in Anoka County District Court to pursue any remedied available to the **CITY** at law or in equity including, but not limited to, injunctive relief;

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c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and

d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 7 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 21 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 20(d).

19. 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** or the **PERMITTEE** 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 a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Contract shall not be a waiver or release.

c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **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 the **PERMITTEE** does comply. Upon the **CITY**'**S** demand shall cease work until there is compliance.

d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.

e. Boulevard and Wetland Restoration. The **PERMITTEE** 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. The **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 Plat.

f. 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. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction 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.

g. Constructing Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc.

h. 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. The **PERMITTEE** agree to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

i. Plat Approval Expenses. The **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.

j. Reimbursement to the **CITY**. The **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.

k. 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.

l. Estoppel Certificates and Certificate of Completion. Within ten (10) days after a written request from the **PERMITTEE,** the **CITY** will provide the **PERMITTEE** and any third party who is purchasing all or any portion of the **PERMITTEE** Property or to whom the **PERMITTEE** is granting a mortgage on all or any portion of the **PERMITTEE** Property with a written estoppel certificate stating: (i) that this Contract remains in full force and effect or that this Contract has been terminated; (ii) that this Contract has not been modified or amended or, if this Contract has been modified or amended, identifying such modifications or amendments; (iii) the type and amount of any security the **CITY** is holding to secure the performance of the **PERMITTEE'S** obligations under this Contract; (iv) that, to the best of the **CITY'S** actual knowledge, the **PERMITTEE** is not in default in the performance of the **PERMITTEE'S** obligations under this Contract or, if the **CITY** has knowledge of **PERMITTEE** defaults, describing those defaults; and (v) that, to the best of the **CITY'S** actual knowledge, the **CITY** is not in default in the performance of the **CITY'S** obligations under this Contract or, if the **CITY** has knowledge of **CITY** defaults, describing those defaults. At any time that the **PERMITTEE** believes it has fully performed its obligations under this Contract, the **PERMITTEE** may so notify the **CITY** and the **CITY** shall promptly inspect the Subject Property to determine if the **PERMITTEE** has full performed its obligations under this Contract. Within ten (10) days after the **CITY'S** inspection the **CITY** must provide the **PERMITTEE** with either a detailed written description of the **PERMITTEE** obligations which the **CITY** determines the **PERMITTEE** has not fully performed or a recordable instrument executed by the **CITY'S** mayor and **CITY** administrator evidencing the termination and satisfaction of this Contract.

m. 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:

TO PERMITTEE:
The Seasons of Ramsey Limited Partnership
Attn: Mike Podawiltz
3601 18th Street South, Suite 117
St. Cloud, MN 56301

TO THE CITY:
City of Ramsey
Attn: City Administrator

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7550 Sunwood Drive NW
Ramsey, MN 55303

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THE PERMITTEE:

The Seasons of Ramsey Limited Partnership

By:_____

Its: _____

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ , 2012, by _____, the _____ of The Seasons of Ramsey Limited Partnership, a limited partnership under the laws of the State of Minnesota, on behalf of the limited partnership.

_____

Notary Public

DRAFT

THE CITY:

CITY OF RAMSEY

By:_____
Its: Mayor

By:_____
Its: City Clerk

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2012, by Sarah Strommen and JoAnn M. Thieling, the Mayor and the City Clerk of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

_____

Notary Public

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This document drafted by:
CITY of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

This document reviewed by:
Randall and Goodrich, PLC
2140 Fourth Ave N
Anoka, MN 55303

EXHIBIT ___

Fees Payable to the City

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City of Ramsey

2013 Residential Development Fee Calculator
SEASONS OF RAMSEY (Major Plat)

	Units	Unit Type	Unit Price	Total	Notes	
Park Dedication and Trail Development						
					Previously Paid	
Park Dedication						
0-12 Units per acre; or	50	per unit	*$2,475*	$123,750		$114,400.00
Trail Development	50	per unit	*$600*	$30,000		$28,600.00
Subtotal Park and Trail Development				***$153,750***		($10,750.00) Deficit
Water and Sewer Fees						
Water Fees						
Trunk/Connection	50	per unit	*$1,558*	$77,900		$96,824.00
Sewer Fees						
Trunk/Connection	50	per unit	*$1,099*	$54,950		$57,200.00
Subtotal Trunk and Lateral				*$132,850*		*$154,024.00*
Subtotal Water and Sewer Fees				***$132,850***		$21,174.00 Credit
Stormwater Management Fees						
Stormwater Management	50	per unit	*$448*	$22,400		$19,968.00
Subtotal Stormwater Management				***$22,400***		($2,432.00) Deficit
Street Light Fees						
Street Light Type						
Cobra; or		per light	*$1,300*	$0		
The COR		per light	*$2,600*	$0		
Three (3) Years Operating and Maintenance		per light	*$294*	$0		
Subtotal Street Lights				***$0***		
Sureties and Inspection Fees						
Sureties (to ensure completion; returned when complete)						
Subdivisions/Plats (public improvements)	445000	cost of improvement	*125%*	$556,250	Cash or Letter of Credit	
Site Plans (private improvements)		cost of improvement	*150%*	$0	Cash or Letter of Credit	
Subtotal Sureties				*$556,250*		
Engineering Inspection Fee	445000	cost of improvement	*5%*	$22,250	Cash Escrow	
Subtotal Surety and Inspection Fee				***$1,134,750***		

GRAND TOTAL FOR DEVELOPMENT FEES **$309,000**

GRAND TOTAL FOR ENGINEERING INSPECTION FEES **$22,250** **Separate from Building Permit**

GRAND TOTAL FOR SURETIES **$556,250**

January 25, 2013

The Seasons of Ramsey Limited Partnership
Attn: J. Michael Podawiltz
3601 18th Street South, Suite 117
St. Cloud, MN 56301

Re: Preliminary Plat and Site Plan Review
Seasons of Ramsey

Dear Mr. Podawiltz:

The City of Ramsey has received your application for a Minor Plat to construct a 50 unit townhome development on approximately 8.08 acres within the TOWN CENTER GARDENS 3RD ADDITION. City Staff has recommended that you proceed with preparation of the Final Plat contingent upon the following:

- Required amendments as outlined in the attached Staff Review File dated November 30, 2012, *revised* January 25, 2013

Please note: this is only a recommendation that is subject to 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, January 31st 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

Enclosures

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CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	1/25/13	**PROJECT ADDRESS**	TBD - MULTIPLE
PROJECT. TITLE	SEASONS OF RAMSEY		
ESCROW #	113355		
DEPARTMENT:	Planning Division		
TECHNICAL REVIEWER:	Name: Tim Gladhill Phone: 763-576-4308 Email: tgladhill@ci.ramsey.mn.us		

We offer the following comments regarding your site plan and plat submittal:

General: The Subject Property is located north of Bunker Lake Blvd. and east of the extension of Town Center Drive. A total of 8.08 acres are contained within the proposed plat. The proposed development consists of 50 townhome units. This is a re-plat of a portion of TOWN CENTER GARDENS 3rd ADDITION. The result of the Plat is a net decrease in the number of units originally forecasted for the entire 8.08 acres.

Zoning/Density: The project area is located in the COR-4 Neighborhood District, which is intended to include a full range of housing types. The District allows for residential uses at a net density of up to 10 units per acre. The Sketch Plan indicates a net density of 6.25 units per acre.

Lots: The plat is proposing to re-subdivide portions of RAMSEY TOWN CENTER 3RD ADDITION into 50 units. City Code requires that units intended for separate ownership shall be subdivided individually through the platting process. In this case, the development is proposed to be under single-ownership. Nonetheless, each individual unit shall still have a separate municipal utility connection; that being that one single water service cannot service an entire building, unless otherwise approved by the previous plat approval.

Please note that the current version of the Preliminary Plat indicates a single lot per building, not per individual lot. You have indicated you agree to follow the recording of the current Plat configuration with a Common Interest Community (CIC) Plat upon construction. The CIC Plat will create individual lots of individual units, thus creating unique Property Identification Numbers (PID) for each address and water/sanitary sewer service, consistent with City Code Requirements. The CIC process is administered by Anoka County. You shall agree to these terms within the Development Agreement noted below.

Setbacks: There are three (3) components to bulk standard requirements within The COR Zoning District:

1. Sub-District Boundaries
2. Street Hierarchy
3. Development Plan 6.1

The COR-4a Zoning District requires the following setbacks:

Front yard 0 to 25 feet as measured from building front to edge of sidewalk;

Side yard	None, unless required by building code;
Rear yard	None, unless required by building code.

It appears that the proposed Plat generally conforms with setback requirements.

Public Streets: The plat will derive access from 147th Lane. The plat also contemplates vacating 147th Circle, converting that section of public roadway to a private street. Staff finds this generally acceptable, as the plat also proposes to extend 147th Lane westerly to connect to Town Center Drive. The net result is the elimination of a dead-end street and provides connectivity and circulation north of Bunker Lake Boulevard between the Town Center Gardens and North Commons areas.

The street names must be aligned with the Anoka County Street Name Grid and must be reflected on all future submittals.

Private Streets: The table below indicates City Code requirements for private street lengths:

Maximum private street length without a turnaround provided	200 feet
Maximum private street length with a turning provision provided	300 feet
Maximum private street length with a cul-de-sac provided	600 feet, when exceeding the 300 foot length requirement, the private street width must be 32 feet.

The private streets as shown on the site plan comply with the length restrictions.

All of the private streets are 24 feet wide. City Code prohibits on-street parking on 24 foot wide private streets. The Development Contract will require all private streets to be signed for "No Parking". The Developer will be responsible for the cost of the signs, including installation, as a Stage I Improvement in the Development Contract. The Owner will be responsible for the ongoing maintenance costs associated with the signs.

Sidewalk and Trails. Sidewalks are required on both sides of all public streets. Staff requests that additional connections to the public sidewalk system be provided from individual units. The City is open to ideas and alternative scenarios to address this request. In addition, it is requested that you provide a trail easement along the east side of Town Center Drive to allow for a future trail connection. Sidewalk construction along this segment shall still be required at this time.

Open Space: The Town Center Development Review Guidelines encourage the integration of private courtyards and pocket parks within the COR-4 Neighborhood District. These small green areas provide important breathing space, contribute to stormwater management, and offer additional recreational amenities to serve the building tenants. The preliminary site plan complies with the development guidelines and provides green spaces for recreational and stormwater management purposes on each block.

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 get a City license and right-of-way permit.

Development Fees. As part of the approval for TOWN CENTER GARDENS 3RD ADDITION, development fees (Park Dedication, Trail Development, Stormwater Management, Sanitary Sewer Trunk, and Water Trunk) were paid for fifty-two (52) units. Past payment serves as adequate evidence of credit availability. It is important to note that there is not a reduction of development fees being provided for the development. The City is applying previously paid fees. The net result appears to indicate that additional development fees shall not be required for the Development. Please note that this analysis does not extend to Sewer Availability Charge (SAC) and Water Availability Charge (WAC), which are collected with Building Permits and have not been collected for this development. 'Credits' are made available due to re-calculation of sanitary sewer trunk, water trunk, and Stormwater management fees. However, additional Park Dedication and Trail Development Fees are due on the proposed Plat. The Credits will be applied to these additional fee requirements. The City's Finance Department will handle the accounting and journal entry to facilitate the application of credits.

You have requested that the City provide third-part verification of previously paid development fees as part of the TOWN CENTER GARDENS 3RD ADDITION. This review file shall serve as the requested verification that it appears that fees were paid for ***fifty-two (52) residential units within this geographic area.*** *A spreadsheet has been prepared as additional verification, and is available upon request, in addition to the previous Development Agreement.*

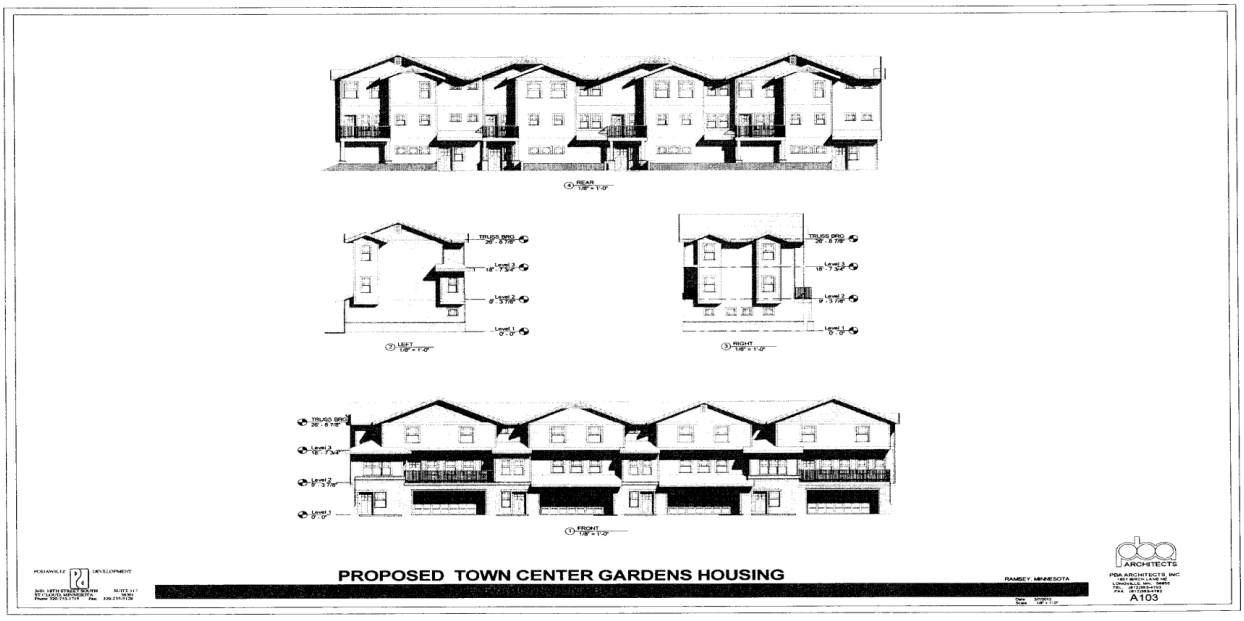
Townhouse Design/Architectural Standards: The development is proposing one townhouse style (row house units). The COR Design Framework establishes a brick enhancement threshold of 35% of the non-glazed area of the front facing wall, unless the building design is enhanced through other means such as covered porch areas, broken roof lines, articulated façade and material or color changes. Although not part of the official Sketch Plan Submittal, architectural elevations have been submitted for all the units along with one color elevation. Staff understands that there will be some color variation between the buildings. Color elevations are needed that indicate building materials and colors that are proposed for all of the units. The minimum/maximum building height in this district is 2-4 stories. All of the dwelling units are 2 stories and comply with the height requirements.

Report continued on next page.

Conceptual architectural renderings were provided to the City as part of the request for a Preliminary Agreement to Develop. Said Agreement was necessary to facilitate a successful application to the Minnesota Housing Finance Agency (MHFA) for Section 42 Tax Credits. At that time, the City Council provided general feedback on architectural standards, and found that the proposed renderings were generally acceptable, but desired additional architectural elements due to the City involvement in the MHFA Application.

EXHIBIT: Previous Renderings





Report continued on next page.

You have submitted revised architectural renderings with the Site Plan and Preliminary Plat Application. Staff finds that these new renderings need further revision. Some of the core elements of the original submittal appear to have been eliminated, such as front porches, balconies, 'four-sided' architecture, and recessed garages. Four-sided architecture shall especially be interpreted as to requiring additional revisions to the elevation noted as 'rear' elevation. Said rear elevations are facing public streets. Additional articulation, emphasis on vertical breaks, and color variation shall be required. Please refer to The COR Design Framework for additional guidance.

EXHIBIT: Current Proposed Renderings





Please submit revised architectural renderings prior to review by the City Council.

Off-Street Parking Requirements: The COR-4 District requires 2 off-street parking spaces for each unit; this requirement is exceeded with the 2-car garages and 25 foot wide driveways. Some parking is allowed on public streets, however, this may not be adequate for overflow parking. There is additional off-street parking provided within the plat.

Driveway Length/Width: Under the COR-4a Zoning Code, driveways for the row townhomes must be at least 25 feet in length. All of the proposed units meet this requirement.

Mailbox Location: The placement of mailboxes for the townhome units should be located along the private streets when possible. Location of mailboxes along public streets will need to be clustered and is subject to the review and approval of the Streets Supervisor.

Address Signage: The City will be requiring an address location sign (specifying the units addresses) to be placed at the entrance of all private streets. The required signage will assist emergency services in locating a specific unit when called to the site. In order to assist Staff in review of the placement of signs and to ensure an orderly look of the site, please revise the signage and striping plan to show address signs. The address signage is subject to the review and approval of the City Engineer and Police Chief. It should be noted that signs identifying the development will require a separate sign permit.

Financial Surety for Required Improvements. A Financial Surety shall be required to ensure the timely completion of all Required Improvements. The Surety shall be in the form of Letter of Credit or Cash Escrow. A sample Letter of Credit was included in your application packet. The Letter of Credit must be reviewed and approved to as form by the City's Finance Director prior to releasing the Plat for recording. A surety in the amount of 125% the cost of Stage I and Stage II Improvements, as defined in City Code Section 117-615, shall be collected. A surety in the amount of 150% the cost of improvements required by the City's Zoning Code shall be collected, unless otherwise required for issuance of a Certificate of Occupancy.

Engineering Inspection Fees. The Stage I and Stage II Improvements are proposed to be constructed by the Developer, without City participation or construction. It will be necessary for the City to inspect the Stage I and Stage II Improvements to ensure their proper installation. Stage I and Stage II Improvements that will be inspected in the proposed project include, but are not limited to:

1. The extension of 147th Lane NW,
2. The installation of lateral sanitary sewer and municipal water lines in 147th Lane NW,
3. The installation of lateral sanitary sewer and municipal water lines in the extended private road (extension from 147th Circle NW),
4. The installation of private services to the property line from the lateral lines
5. Stormwater facilities

Development Agreement. You shall be required to enter into a Development Agreement with the City outlining the terms above related to approval and recording of the Plat. A preliminary draft has been submitted for your review. This is a preliminary draft, and the final draft will be made available prior to City Council review, scheduled for February 12th, 2013. Please note that this time is tentative.

A meeting between the City and Developer has been scheduled for Friday, January 25, 2013. However, the terms of that discussion are not available in time for preparation of this report. Staff will provide a verbal update to the Planning Commission on January 31st. The Development Agreement will be considered for approval by the City Council.

Development Permit. You shall be required to enter into a Development Permit with the City outlining the terms above related to site plan approval, which is essentially the private improvements.

Easement Vacation. The City Council introduced an Ordinance on January 22nd, 2013 to vacate drainage and utility easements as well as right of way for 142nd Circle NW, as requested. Final approval will be considered on February 12th, and will include a Public Hearing.

Donation of Outlot C, RAMSEY TOWN CENTER 8TH ADDITION. The City's Housing and Redevelopment Authority (HRA) adopted a resolution to convey Outlot C, RAMSEY TOWN CENTER 8TH ADDITION to the Developer to assist facilitate the development. You shall be responsible for drafting the necessary deed transfer documents for review by the City Attorney.

In addition, related to the conveyance of Outlot C, your title company issued multiple title objections to resolve as part of the transfer. It is Staff's understanding that said title company is currently working with HRA counsel. We further understand that many of the objections have been resolved. Please outline any further action necessary, in your recommendation, to complete marketable title review for Outlot C.

Private Playground Equipment. The proposed site plan indicates two (2) 'tot-lots', or private playground areas. The COR Design Framework certain encourages private gathering areas such as this. Staff also notes that the City's Capital Improvement Program (CIP) currently contemplates partial construction of North Commons, a public park facility. The proposed construction also includes playground equipment. The Park Dedication Fees secured as part of this Plat will assist in facilitating this project in 2013.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	01/25/13	**PROJECT ADDRESS**	TBD - MULTIPLE
PROJECT. TITLE	THE SEASONS OF RAMSEY		
ESCROW #	113355		
DEPARTMENT:	Engineering		
TECHNICAL REVIEWER:	Name: Shane Nelson / Leonard Linton Phone: 763 433-9825/ 433-9834 Email: haengineering@ci.ramsey.mn.us/ llinton@ci.ramsey.mn.us		

Plans Reviewed: Final Utility & Street Construction Plan prepared by Pioneer Engineering dated 1-18-13 consisting of 5 pages and Preliminary Construction Plans prepared by D'Heilly Engineering, Inc. dated 12-29-12 consisting of 7 pages.

We offer the following comments regarding the submitted plans:

PRELIMINARY CONSTRUCTION PLANS – D'Heilly Engineering

Removal Plan: This project proposes removing existing pavement between 147th Circle and 147th Lane NW. Removal of existing utilities is also proposed. A removal plan for this work must be prepared and submitted.

Grading and Drainage: The grading plan generally conforms to City Standards. Areas that need revision are noted below:

- The 4 plex immediately west of 147th Circle is less than 1 foot above the high point for the emergency overflow route from the oval driveway. The lowest building elevation must be at least 1 foot above the emergency overflow elevation.
- Several of the buildings adjacent to the infiltration area are less than 1 foot above the adjacent high point between catch basins. Minimum separation of 1 foot must be provided as noted above.
- The infiltration area currently is covered by a berm constructed as part of the previous development. Infiltration is generally not recommended where soils have been impacted by construction. Documentation must be provided indicating the soils under the infiltration practice can provide the required infiltration capacity for the project.
- These plans show catch basins in 147th Lane NW while the Pioneer Engineering plans do not.
- The plans call for 18" and 24" perforated pipe in the infiltration area. This must be coordinated with the stormwater model.

The stormwater calculations for the project must be revised as follows:

- Provide calculations for the 10 and 100 year events for the oval driveway area and the infiltration area. The maximum water depth at the high points between catch basins must be provided.

This project has received a permit from the Lower Rum River Water Management Organization (LRRWMO). The permit has 6 conditions that must be followed during construction of this project:

1. Erosion control measures shall be installed prior to commencement of construction.

2. Upon completion of construction and restoration of disturbed areas, the permit applicant is responsible for the removal of all erosion control measures installed throughout the construction site.
3. Street sweeping must be undertaken and completed on an as needed basis.
4. Compliance with the stormwater management requirements of the Lower Rum River Watershed Management Organization are to be administered for this project by the City of Ramsey.
5. Information must be submitted to the LRRWMO showing that a minimum of 3 feet of separation is provided between the bottom of the proposed infiltration/ rainwater basin and on-site groundwater.
6. In all cases where the doing by the permittee of anything authorized by this permit shall involve the taking, using, or damaging of any property, rights or interests of any other person or persons, or of any publicly owned lands or improvements or interests, the permittee before proceeding shall obtain the written consent of all persons, agencies, or authorities concerned and shall acquire all necessary property rights and interest.

The following notes must be added or amended on the plan set:

- The contractor shall 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 by City prior to commencement of any site activities.

Street and Building Access: The plan proposes extension of 147th Lane NW west to connect with Town Center Drive. This street will be public and must be constructed to City Standards. Sidewalks will be required on both sides of the street The private drive west of the private road must be able to accommodate fire truck access. Our standard is a minimum radius of 30 feet on all inside curves along the access route.

- Any impacts to City streets (wet tap and curb cut locations) should be brought to grade with class 5 by the end of the work day and paved within 24 hours.

A pavement/ site plan must be provided showing pavement dimensions and sections.

Utilities:

- The watermain in the oval driveway area must be connected to 147th Lane to provide a loop.
- Sanitary sewer manholes along the south side of the oval driveway shall be moved into the paved area.
- All ductile iron watermain 6" in diameter and smaller requires class 53 material.
- The sewer and water north of the private road must be removed to allow construction of the proposed buildings. The mains must be removed back to the Tee or Manhole and capped securely.
- Water services shall be abandoned by digging down and removing the service riser and capping the stub.
- Sanitary sewer services shall be abandoned by digging down and gluing a cap on the pipe to remain.
- All removal work shall be shown on the removal plan.
- Clear differentiation must be provided to identify services to remain vs. new service installations.
- All hydrants must be hand painted.

- The detail sheet must include the current City Details for any improvements proposed within the right-of-way. The manhole details should be updated to include language for a water tight wrap around the adjusting rings and include carsonite markers for any manhole or gate valve that is located in unpaved areas.
- Drainage and utility easements will be required over the private roads to allow access for flushing hydrants.
- Existing small utilities (electric, telephone, gas and cable) must be shown on the plans.

FINAL UTILITY & STREET CONSTRUCTION PLAN – Pioneer Engineering

Grading and Drainage: Grading in this plan set must be coordinated with the D'Heilly Engineering plans. Storm sewer shown in these plans does not match the Preliminary Construction plans as noted above.

Street and Building Access: Removal notes are required for the connections to existing pavement. Traffic control and signage must be called out in the plan set.

An access to the existing municipal well site must be provided from Town Center Drive. The existing access to Bunker Lake Boulevard will then be removed. The new access is shown on the plans, a turnaround to accommodate a well servicing truck must be provided south of the well.

Utilities:

- Watermain is proposed to be extended to connect to Town Center Drive along 147th Lane NW.
- The developer should consider extending sanitary sewer along 147th Lane NW to provide service to the area north of 147th Lane. Not extending sanitary sewer at this time could limit development options in the future.
- Hydrant spacing along 147th Lane NW shall match current standards.
- The storm sewer stub shall be bulkheaded in a water tight manner.
- Spread calculations shall be provided for the storm sewer system in the street.

Sidewalk and Trails. A five foot wide sidewalk is shown on both sides of the proposed extension of 147th Lane NW. Curb ramps shall conform to current MNDOT standards.

OVERALL PROJECT

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 (completed), and Anoka County right-of-way permits. Additionally, the contractor performing the work will be required to get a City license and right-of-way permit.

Lighting: The City has 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 Bunker Lake Boulevard (CR 116). The Applicant is responsible for the installation, and three (3) years of operations and maintenance, of all boulevard lighting.

REU Number: This property will be subject to a storm water utility charge based upon the amount of impervious surface on the site. Townhouse units are considered single family units and each unit will be billed at the residential rate.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	11-27-12 *REVISED 1-25-13*	**PROJECT ADDRESS**	TBD - MULTIPLE
PROJECT. TITLE	THE SEASONS OF RAMSEY		
ESCROW #	113355		
DEPARTMENT:	Landscape Review		
TECHNICAL REVIEWER:	Name: Chris Anderson Phone: 763-433-9905 Email: canderson@ci.ramsey.mn.us		

We offer the following comments regarding your site plan and plat submittal:

Landscaping: While the property is zoned COR-4a, the landscaping standards for multifamily districts are used as a baseline for determining acceptable quantities of materials. Based on the submitted information and utilizing the Canopy Cover Formula, approximately 75,000 square feet of canopy would be appropriate for this site. The landscaping should be a diverse mixture of species and include both deciduous and coniferous overstory plantings along with some ornamental trees and shrubs. We are in receipt of a landscaping plan, prepared by PBA Architects Inc. and dated December 12, 2012, and offer the following comments:

- As previously stated, the Canopy Cover Formula is used to determine a baseline of appropriate canopy cover. The proposed plantings comprise approximately 56,000 square feet of canopy, which is about 19,000 square feet less than desired. However, there are existing street trees that were previously installed and those have not been included in this calculation. *Additional plantings must be incorporated into the site or additional information must be provided regarding existing street trees (quantity) to determine the actual proposed/provided canopy cover.*
- Plantings shall consist of not less than twenty-five percent (25%) deciduous or coniferous species and no more than twenty-five percent (25%) of the required canopy cover shall consist of shrubs and ornamental trees. *As proposed, approximately eighteen percent (18%) of the plantings are coniferous. Additional coniferous species (trees) must be incorporated into the planting schedule to ensure that at least twenty-five percent (25%) of the plantings are coniferous.*
- Minimum plant size at time of installation shall be as follows: deciduous trees shall be at least one (1) inch diameter, coniferous trees shall be at least five (5) feet in height, and shrubs shall be at least twenty-four (24) inches in height or width, depending on growth characteristics of each species. *Please add a note to the landscaping plan that all shrubs must be either twenty-four (24) inches in height or width at time of installation.*
- Incorporating additional shrub species would be preferable to protect against failure due to disease and/or insect pests
- The City requires four (4) inches of MnDOT Premium Topsoil Borrow over all disturbed areas of a project. Please add the following note to the landscaping plan: *Four (4) inches of MnDOT Premium Topsoil Borrow shall be applied to all areas not otherwise improved with buildings and impervious surfaces. Copies of load tickets shall be provided to the City to verify source of material. If amending on site material or receiving material from a supplier other than one that*

is pre-certified by the City, testing of material must be provided to confirm that it meets the MnDOT Premium Topsoil Borrow specification. Should existing trees on site be preserved, areas within tree save fencing (must be placed no closer to tree than dripline) shall not be subject to the topsoil requirement.

- All landscaped areas shall be irrigated and the irrigation system shall include rain sensors and a backflow preventer device.
- All areas not otherwise improved with buildings, streets, sidewalks, or other impervious areas, shall be finished with sod. Any deviation from sod shall require approval by the City Council. The landscaping plan has a note that states all areas with slopes greater than 3:1 will be planted with 'prairie' type grasses. *Please identify all areas that are proposed to be planted with materials other than sod. All proposed grasses must also be included in the planting schedule.*
- Tree planting detail(s) must include the following:
    - *Planting depth shall be such that the first set of primary roots (root flare) is at final grade when installed.*
    - *Only broken, deformed or dead branches shall be pruned at time of planting.*
    - *The top portion of the wire basket and burlap shall be removed after the tree is set in planting hole.*

Tree Preservation: This site appears to be devoid of any significant tree cover and therefore, no tree preservation plan is necessary. However, as noted in the Landscaping section, there are existing street trees within the project site that could be credited toward the landscaping requirements if additional information is provided (quantity, size, species).

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

RESOLUTION #13-02-025

A RESOLUTION GRANTING PRELIMINARY PLAT APPROVAL OF SEASONS OF RAMSEY.

WHEREAS, The Seasons of Ramsey Limited Partnership, hereinafter referred to as "Applicant", has properly applied for preliminary plat approval of Seasons of Ramsey on the following described property located in the City of Ramsey:

Lots 1 through 29, inclusive, Block 5, and Lots 1 through 25, inclusive, Block 6, and Outlot F, Town Center Gardens, Anoka County, Minnesota

and

Outlot C, Ramsey Town Center 8th Addition, Anoka County, Minnesota

(the "Subject Property")

WHEREAS, on November 7, 2012, the City of Ramsey received an application and sketch plan from the Applicant for a plat to be named Seasons of Ramsey; and

WHEREAS, on December 6, 2012, the Planning Commission reviewed the sketch plan and recommended that the Applicant proceed to the preliminary plat stage; and

WHEREAS, on December 27, 2012, the City of Ramsey received an application and preliminary plat from the Applicant for a plat to be named Seasons of Ramsey; and

WHEREAS, on January 31, 2013, the Planning Commission conducted a public hearing and recommended the City Council approve the preliminary plat of Seasons of Ramsey; and

WHEREAS, on February 12, 2013, the City Council reviewed the preliminary plat for Seasons of Ramsey.

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 preliminary plat approval to Seasons of Ramsey in accordance with relevant codes and contingent upon compliance with the City Staff Review File dated November 30, 2012, revised January 25, 2013, and the Developer entering into a Development Agreement with the City.

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 12th day of February, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

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

RESOLUTION #13-02-031

A RESOLUTION GRANTING FINAL PLAT APPROVAL OF SEASONS OF RAMSEY.

WHEREAS, The Seasons of Ramsey Limited Partnership, hereinafter referred to as "Applicant", has properly applied for final plat approval of Seasons of Ramsey on the following described property located in the City of Ramsey:

Lots 1 through 29, inclusive, Block 5, and Lots 1 through 25, inclusive, Block 6, and Outlot F, Town Center Gardens, Anoka County, Minnesota

and

Outlot C, Ramsey Town Center 8th Addition, Anoka County, Minnesota

(the "Subject Property")

WHEREAS, on November 7, 2012, the City of Ramsey received an application and sketch plan from the Applicant for a plat to be named Seasons of Ramsey; and

WHEREAS, on December 6, 2012, the Planning Commission reviewed the sketch plan and recommended that the Applicant proceed to the preliminary plat stage; and

WHEREAS, on December 27, 2012, the City of Ramsey received an application and preliminary and final plat from the Applicant for a plat to be named Seasons of Ramsey; and

WHEREAS, on January 31, 2013, the Planning Commission conducted a public hearing and recommended the City Council approve the preliminary plat of Seasons of Ramsey; and

WHEREAS, on February 12, 2013, the City Council reviewed the preliminary and final plat for Seasons of Ramsey.

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 Seasons of Ramsey in accordance with relevant codes and contingent upon compliance with the City Staff Review File dated January 25, 2013, and the Developer entering into a Development Agreement with the City.

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:

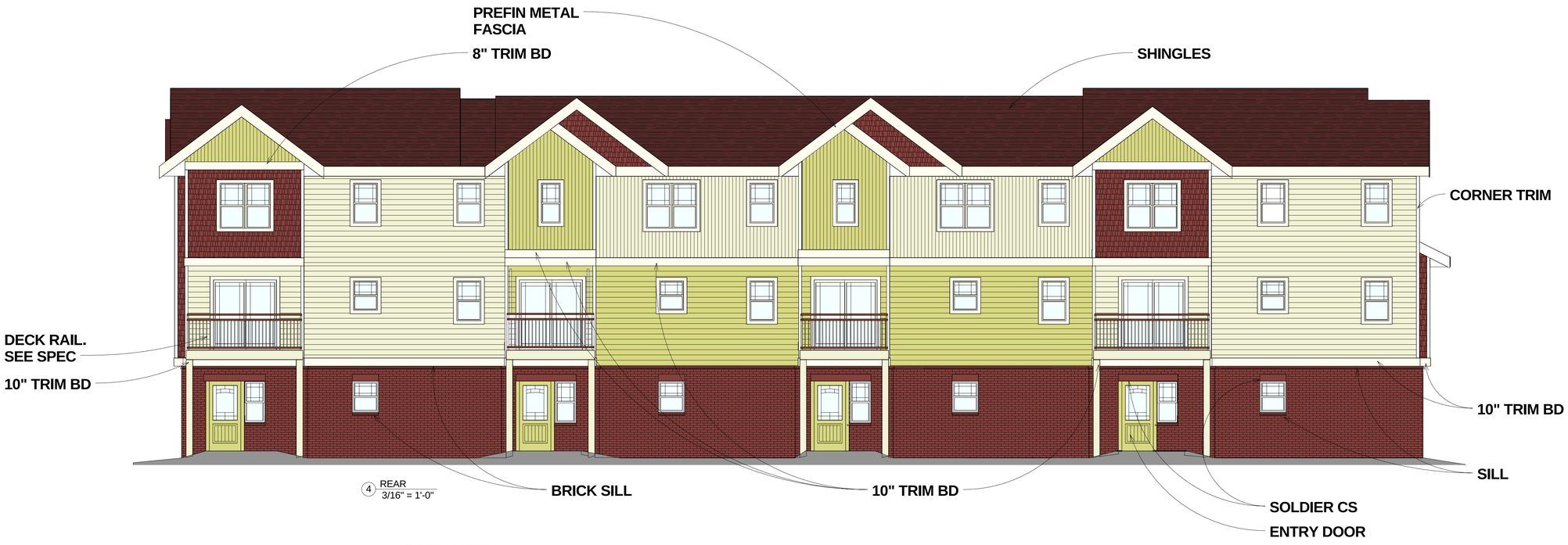
and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12th day of February, 2013.

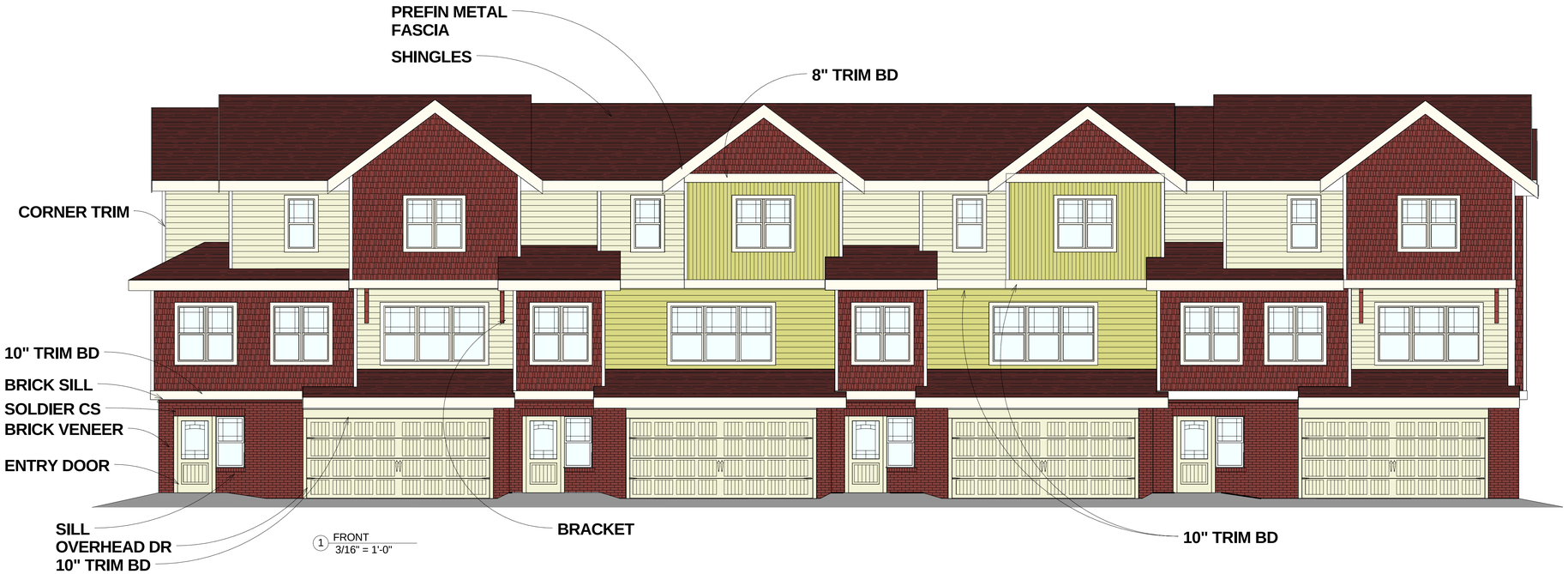
Mayor

ATTEST:

City Clerk



4 REAR
3/16" = 1'-0"



1 FRONT
3/16" = 1'-0"

PODAWILTZ DEVELOPMENT
3601 18TH STREET SOUTH SUITE 117
ST.CLOUD, MINNESOTA 56301
Phone:320-255-1719 Fax: 320-255-5128

THE SEASONS OF RAMSEY

ELEVATIONS-4 UNIT BLDG

RAMSEY, MINNESOTA

A-3.1

Date 1/15/2013
Scale 3/16" = 1'-0"

ARCHITECTS
PBA ARCHITECTS, INC.
1851 BIRCH LANE NE
LONGVILLE, MN. 56655
TEL.: (612)353-4753
FAX: (612)353-4782



3 Level 3
3/16" = 1'-0"

2 Level 2
3/16" = 1'-0"

1 Level 1
3/16" = 1'-0"

ARCHITECTS

PBA ARCHITECTS, INC.
1851 BIRCH LANE NE
LONGVILLE, MN. 56655
TEL.: (612)353-4753
FAX: (612)353-4782

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION THAT I AM A DULY REGISTERED *ARCHITECT* UNDER THE LAWS OF THE STATE OF *MINNESOTA*

REGISTRATION NO. *10600*

STRUCTURAL/CIVIL/MECHANICAL/ELECTRICAL:
DUFFY ENGINEERING & ASSOCIATES, INC.
350 HWY 10 SOUTH, STE 101
ST.CLOUD, MINNESOTA 56304
PHONE: 320-259-6575
FAX: 320-259-6991
e-mail

Consultant
Address
Address
Phone
Fax
e-mail

Consultant
Address
Address
Phone
Fax
e-mail

No.	Description	Date

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THE SEASONS
RAMSEY, MINNESOTA

FLOOR PLANS-4 UNIT BLDG

Project number	1111
Date	12/5/2012
Drawn by	Author
Checked by	PSB

A-2.1

Scale 3/16" = 1'-0"

12/5/2012 7:40:07 AM

CC Regular Session **7. 2.**

Meeting Date: 02/12/2013

By: Chris Anderson, Community Development

Information

Title:

Adopt Ordinance to Amend City Code Section 117-118 Entitled The COR Related to Twenty Four (24) Hour Drive Thrus

Background:

As part of the update to The COR Zoning Code, including the re-format of the original Design Guidelines to the Design Framework, zoning code standards related to design were shifted from the actual text of the City Code to the new Design Framework document. The intent was to create a more flexible, yet better defined design document for developers to plan their developments. Design standards are based on three (3) factors:

1. Sub-district
2. Street Classification
3. Development Plan as approved by Ordinance

Most standards can easily by applied using the street classification within the underlying sub-district. However, the Development Plan was also utilized to allow certain deviations from the typical sub-district standards where the planned built environment impacts the effectiveness of the core development standard. This is especially important in the retail area on the western portion of the development.

Notification:

The Notice of Public Hearing was properly published in the Anoka County Union.

Observations/Alternatives:

The Development Plan has evolved further since the first version of the new COR Zoning District. With further revisions to the Development Plan, Staff has noted some changes to the zoning code text, which still provide permitted use standards, to ensure there is no conflict with the approved Design Framework. In addition, there appears to have been some sort of formatting issue that dropped drive thru uses with twenty-four (24) hour operations as a conditional use, and only keeping drive thrus as a permitted use (when using audible speakers) between 7:00 a.m. and 10:00 p.m.

The Planning Commission conducted a public hearing on January 3, 2013 regarding this ordinance amendment and there were no written or verbal comments received. The Planning Commission discussed whether a conditional use permit was necessary for twenty-four (24) hour operation of drive-thrus in a primarily commercial district or if it was more appropriate to outright permit them. While discussing the proposed ordinance amendment, the Planning Commission concluded that based on surrounding permitted uses there would be no detrimental impacts by outright permitting twenty-four (24) hour drive-thru operations.

The ordinance amendment was introduced at the January 22, 2013 City Council meeting and is now eligible for adoption.

Alternative Action Options:

Take no action. If no action is taken on the proposed amendment, drive-thrus in the COR-2, COR-2b and COR-3 Sub-Districts would still be permissible in association with permitted and conditional uses; however, if electronic speaker devices are utilized, the drive-thru hours would remain limited to 7:00 a.m. to 10:00 p.m. with no ability to

deviate from this time frame. This would impact the recently approved McDonald's Site Plan and would require processing of a Conditional Use Permit for their proposed twenty-four (24) hour drive-thru operation.

Allow twenty-four (24) hour operation of drive-thrus in association with permitted and conditional uses by conditional use permit. As a conditional use, it would allow the City to review a proposed use on a case by case basis to address site-specific conditions and attach reasonable conditions to mitigate potential concerns. This option provides some flexibility to at least consider twenty-four (24) hour operation of a drive-thru. This may not be necessary for a majority of the area, which is primarily commercial in nature, but may be more useful nearer the COR-1 Sub-District, where more residential uses are permitted. This option would add a layer of review and cost to a project.

Amend City Code to permit outright twenty-four (24) hour operation of drive-thrus in the COR-2, COR-2b and COR-3 Sub-Districts. These Sub-Districts are intended primarily for business type uses in which audible speakers over night wouldn't really have a negative impact on surrounding uses. This same section of City Code also states that "electronic speaker devices, if used, shall not be audible beyond the property being served...", thus, if a nuisance developed as a result of twenty-four (24) hour operation of a drive-thru, the City could take action through existing code enforcement procedures.

Recommendation:

The Planning Commission recommends approval of the proposed amendment.

Funding Source:

Preparation of the Ordinance is being handled as part of regular Staff duties.

Council Action:

Motion to waive the City Charter requirement to read the ordinance aloud;

-AND-

Motion to adopt the proposed ordinance to permit outright twenty-four (24) hour drive-thru operations within the COR-2, COR-2b and COR-3 Sub-Districts.

Roll Call Vote:
Councilmember Elvig
Councilmember Kuzma
Councilmember Tossey
Councilmember Riley
Councilmember LeTourneau
Councilmember Backous
Mayor Strommen

Attachments

Proposed Ordinance

Planning Commission Meeting Minutes Dated January 3, 2013

Draft City Council Meeting Minutes Dated January 22, 2013

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	02/06/2013 10:11 AM
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:06 PM

Form Started By: Chris Anderson Started On: 02/01/2013 01:28 PM

Final Approval Date: 02/07/2013

ORDINANCE #13-02

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:

e. Drive-thrus serving permitted and conditional uses are a permitted use under the following conditions:

1. Drive-thru lands are not permitted in the front yard or within the front build-to-line except as approved as part of the official Development Plan and Design Framework.
2. Adequate stacking distance of not less than five vehicles shall be provided. A site plan shall be prepared to demonstrate provision for stacking space does not interfere with other drive areas, parking spaces, sidewalks or pedestrian access to the main entry of the building.
3. Electronic speaker devices, if used, shall not be audible beyond the property being served ~~and shall not be operated between the hours of 10:00 p.m. and 7:00 a.m.~~.
4. Screening shall be provided of automobile headlights in the drive-thru land to windows and doors of adjacent uses. Such screen shall be at least three feet in height at installation and fully opaque, consisting of a wall, fence, dense vegetation, berm or grade change.
5. A bypass lane shall be provided for each drive-thru use, allowing cars to leave the drive-thru land from the stacking area.
6. Within the COR-2 and COR-3 subdistricts there shall be no more than one drive-thru land serving a given use.
7. Within the COR-2b subdistrict there shall be no more than two drive-thru lands serving a given use.

SECTION 2. SUMMARY

The following official summary of Ordinance #13-02 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 117-118 of the Ramsey City Code to permit drive-thrus with twenty-four (24) hour operation outright in certain subdistricts within The COR Zoning District.

DRAFT

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 12th day of February, 2013.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction Date:_____
Posting Dates:_____
Adoption Date:_____
Publication Date:_____
Effective Date:_____

DRAFT

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

5. NOTE CITY COUNCIL MINUTES

5.01: Note the Following City Council Meeting Minutes:

5.01.1: City Council Meeting Minutes Dated November 13, 2012
5.01.2: City Council Meeting Minutes Dated November 23, 2012

Informational; no action required.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Ordinance to Amend City Code Section 117-118 Entitled The COR Related to Twenty Four (24) Hour Drive-thrus

Public Hearing

Chairperson Levine called the public hearing to order at 7:03 p.m.

Presentation

Development Services Manager Gladhill presented the staff report. He explained that as part of The COR Zoning Code, including the reformat of the original Design Guidelines to the Design Framework, zoning code standards related to design were shifted from the actual text of the City Code to the new Design Framework document. The intent was to create a more flexible, yet better defined design document for developers to plan their developments.

Development Services Manager Gladhill indicated there appears to have been some sort of formatting issue that dropped drive-thru uses with twenty-four (24) hour operations as a conditional use, and only keeping drive-thrus as a permitted use (when using audible speakers) between the hours of 7:00 a.m. and 10:00 p.m. Staff recommended the Ordinance amendment as presented.

Citizen Input

There was not citizen input for this item.

Commissioner Brauer arrived at 7:07 p.m.

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

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

Chairperson Levine closed the public hearing closed at 7:07 p.m.

Commission Business

Commissioner Bauer requested information on the differences between The COR 2 and COR 3 zoning districts. Development Services Manager Gladhill discussed this in detail with the Commission explaining The COR 2 zoning district was more auto oriented and retail. He noted COR 3 was an office park/employment district.

Commissioner Van Scoy requested to see a zoning map showing the location of The COR and COR-2b zoning districts. Development Services Manager Gladhill reviewed a map with the Commission.

Commissioner Van Scoy inquired if there would be any screening along Bunker Lake Boulevard. Development Services Manager Gladhill was uncertain of the proposed screening for this area.

Chairperson Levine stated this information would be included in the site plan.

Commissioner Bauer questioned if The COR district, being mostly commercial, should have restricted business hours. He suggested the existing Ordinance not be modified and allow the use to remain a permitted use.

Commissioner Schiller agreed stating he was in favor of allowing drive-thrus to remain a permitted use.

Development Services Manager Gladhill commented Staff was hoping to restrict the use of audible speakers in The COR at a drive-thru from 11:00 p.m. to 7:00 a.m.

Motion by Commissioner Bauer, seconded by Commissioner Schiller, to recommend that City Council adopt the Ordinance amending City Code Section 117-118 relating to twenty-four hour drive-thru operations, revising Line 1 and deleting everything in Paragraph 3 after "…beyond the property being served".

Further discussion

Chairperson Levine asked if this motion made sense to Staff. Development Services Manager Gladhill indicated this was a policy decision and if the Planning Commission was comfortable with allowing drive-thrus to operate 24 hours a day Staff would support this decision.

Commissioner Van Scoy questioned if there were current drive-thru businesses operating in The COR. Development Services Manager Gladhill noted there were drive-thru operations in the Coborn's development, a pharmacy lane and a Caribou Coffee.

Commissioner Van Scoy inquired if these businesses hours of operation were restricted. Development Services Manager Gladhill explained the hours were restricted by City Code.

Commissioner Bauer suggested the hours not be restricted as this was a commercial business district.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Schiller. Voting No: Van Scoy. Abstain: Commissioner Brauer. Absent: Commissioners Field and Perez.

6.02: Public Hearing: Request for Site Plan and Conditional Use Permit Approval for McDonald's Located on Lot 4 Block 1 CORE TWO; Case of McDonald's USA LLC

Public Hearing

Chairperson Levine called the public hearing to order at 7:16 p.m.

Presentation

Associate Planner/Environmental Coordinator Anderson presented the staff report. He explained the City received an application for Site Plan and Conditional Use Permit review for a proposed 4,600 square foot McDonald's restaurant located in the COR-2b subdistrict. The proposed building is a single tenant space located at the southeast corner of Sunwood Drive and Armstrong Boulevard NW, adjacent to the recently approved Super America site. The proposal includes a drive-thru and the applicant has requested to utilize and operate electronic speaker devices associated with the drive-thru twenty-four (24) hours per day. A conditional use permit is being processed along with the site plan to address the use of electronic speaker device outside the hours of 7:00 a.m. and 10:00 p.m. as permitted by City Code.

Associate Planner/Environmental Coordinator Anderson reviewed the site plan renderings in further detail and recommended the Commission adopt findings of fact favorable to the applicant and to approve the request for a Conditional Use Permit for the use and operation of electronic speaker devices associated with the drive-thru twenty-four (24) hours per day, contingent upon compliance with the Staff Review Letter dated December 28, 2012 and upon adoption of an Ordinance amendment related to the expanded use of electronic speaker devices. Staff requested the Commission also recommend approval of the proposed site plan, contingent upon compliance with the Staff Review Letter dated December 28, 2012.

Chairperson Levine requested staff to review how traffic would flow through this property. Development Services Manager Gladhill reviewed the traffic flow in detail with the Commission.

Chairperson Levine asked how many lanes would be provided in the drive-thru. Associate Planner/Environmental Coordinator Anderson commented there would be two drive-thru lanes that would merge into one for food pickup.

Development Services Manager Gladhill answered questions of the Council relating to the two-lane shared access with SuperAmerica, restricted turning movement on Sunwood Drive, and points of full access/exit to the east and south.

Motion by Councilmember Elvig, seconded by Councilmember Tossey, to adopt Resolution #13-01-018 adopting Findings of Fact #0910 favorable to the applicant and to approve the proposed Site Plan contingent upon compliance with the staff Review Letter dated December 28, 2012, revised January 18, 2013, and upon review and approval as to legal form by the City Attorney.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, Tossey, Backous, Kuzma, LeTourneau, and Riley. Voting No: None.

7.02: Introduce Ordinance to Amend City Code Section 117-118 Entitled The COR Related to twenty-Four (24) Hour Drive Thrus

Development Services Manager Gladhill reviewed the staff report and recommendation of the Planning Commission that the Council adopt an ordinance amendment to outright permit 24-hour drive thru operations within certain COR Sub-Districts based on its conclusion there would be no detrimental impacts by surrounding permitted uses.

Motion by Councilmember Riley, seconded by Councilmember Tossey, to introduce Ordinance Amending City Code Section 117-118 Permitting Outright Twenty-Four (24) Hour Drive-Thru Operations within the COR-2, COR-2b, and COR-3 Sub-Districts.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Riley, Tossey, Backous, Elvig, Kuzma, and LeTourneau. Voting No: None.

7.03: Riverdale Drive Reconstruction and Extension – Approve Consultant Services

City Administrator Ulrich reviewed the staff report and staff's recommendation to approve the proposal from Hakanson Anderson for consultant services in an amount not to exceed $29,600 to prepare the Riverdale Drive reconstruction and extension plans and specifications so the $702,000 Cooperative Agreement Grant is not jeopardized.

With regard to upcoming time sensitive dates, Interim Engineer Nelson explained that currently this is the only major project with plans and specifications being ordered. He indicated that staff will discuss 2013 projects with the Public Works Committee in February including sealcoating and street reconstruction. It was noted that an Engineering Tech III employee would have been able to undertake in-house engineering and preparation of project plans.

Motion by Councilmember LeTourneau, seconded by Councilmember Elvig, to approve the proposal from Hakanson Anderson for consultant services in an amount not exceed $29,600.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers LeTourneau, Elvig, Backous, Kuzma, Riley, and Tossey. Voting No: None.

CC Regular Session **7. 3.**

Meeting Date: 02/12/2013

By: Chris Anderson, Community Development

Information

Title:

Adopt Resolution #13-02-029 to Enter into a Residential Recycling Program Agreement to Receive SCORE Funds for 2013

Background:

Each year, Anoka County receives funding from the Solid Waste Management Coordinating Board and the State of Minnesota pursuant to Minn. Stat. § 115A.557. The County distributes these funds, known as SCORE funds (Select Committee On Recycling and the Environment) to cities and townships within the county. In 2013, the allocation includes a base of $10,000 plus $5.00 per household. Ramsey's base allocation for 2013 is $50,505.00

The funding is intended to help municipalities achieve their recycling goals as established by the Anoka County Board of Commissioners (Ramsey's recycling goal for 2013 is 2,205 tons). The goal is based on 185 pounds per person (single family households, up to four [4] units) and 175 pounds per person for multi-tenant households (five [5] or more units). The City of Ramsey has traditionally used these funds to promote waste reduction and recycling efforts and awareness in the community, to offset costs of the spring and fall recycling day events and to fund the recycling coordinator position.

To receive the SCORE funding, each municipality must enter into an agreement with Anoka County that outlines required components of a municipality's recycling program. These required components, which Ramsey already complies with, include providing households an opportunity to recycle at least four (4) broad types of materials, a public information program and notifying new residents of the recycling program.

Observations/Alternatives:

This year, there are potential additional funding allocations for targeted programs including monthly drop-off events, municipal park recycling, community event recycling, and enhancement grants. Ramsey is eligible for up to an additional $35,101 in targeted program funding ($15,000 for monthly collection events, $6,000 for municipal park recycling, $6,000 for community event recycling, and $8,101 for program enhancements via grant).

Staff believes that the residents of the community would benefit from access to a collection event more frequently than the standard two times per year. Staff continues to have discussions with Ace Solid Waste about implementing a monthly drop-off program for certain materials (likely a scaled back version of the spring and fall events) and would like to take advantage of the additional funding to make this happen. While details are still be worked out, the collection events would likely occur at the Public Works site, just as our spring and fall events are, and materials collected may include appliances, electronics, fluorescent bulbs and standard curbside materials.

Additionally, last fall, Staff was able to secure approximately fifty (50) recycling carts through the County (at no cost to the City), for use within municipal parks. This was done in an effort to comply with a State Statute (115A.151) that requires public entities ensure that facilities under its control, including parks, from which garbage is collected shall also provide containers to collect at least three (3) types of recyclables. Staff would like to implement the parks recycling program this spring/summer and this additional funding opportunity will help make that a reality.

Alternative Actions:

Do not enter into the residential recycling agreement with the County. By not executing this agreement with the

County, the City would not receive any SCORE funding for 2013 (a loss of $50,505). A portion of the Associate Planner/Environmental Coordinator staff position is funded through this allocation as are all recycling related activities, including the spring/fall recycling events.

Enter into the residential recycling agreement with the County for only the base allocation of $50,505. This would allow the City to continue to promote recycling and waste reduction ideas and coordinating the spring and fall recycling events; however, it would limit the City's ability to pursue new opportunities to increase recycling efforts that would help the City continue to meet its established tonnage goals and bring the City into compliance with certain statutory requirements.

Enter into the residential recycling agreement with the County for the base allocation of $50,505 plus an additional $21,000 to help implement new programs (monthly collection events and municipal park recycling). Staff is already in the planning stages for both of these program opportunities and believes that both would be well received by the community and help divert additional recyclables from being landfilled. While this may create slightly more work for Staff, such as needing to empty recycling carts in parks (this would be done concurrently with trash runs) and program coordination and promotional efforts, the additional funding would offset those costs.

Enter into the residential recycling agreement with the County for the base allocation of $50,505 plus the full additional funding of $35,101 for target programs. Staff would need to explore how the other components (community event recycling and enhancement grant) could be implemented. While there's likely areas that could be enhanced or new ideas that could be implemented with this funding, Staff would have to research what impact that would have on available staff resources (time).

Recommendation:

Staff recommends adopting Resolution #13-02-029 authorizing the Mayor, on behalf of the City, to sign the Agreement for Residential Recycling Program with Anoka County, to receive the base SCORE funds for 2013 as well as the additional allocations for monthly collection events and municipal parks recycling.

Funding Source:

Ramsey's recycling program and related staff time are funded with SCORE funds received from Anoka County annually and recorded under the Recycling Enterprise Fund.

Council Action:

Adopt Resolution #13-02-029 authorizing the Mayor to sign the Agreement for Residential Recycling Program between the City of Ramsey and Anoka County to receive the base SCORE funds of $50,505.00 and an additional targeted program funding allocation of $21,000.00 to implement a monthly collection event program and a municipal parks recycling program.

Attachments

Memo from Anoka County

Recycling Agreement

Resolution to Enter into Residential Recycling Agreement

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	02/06/2013 10:13 AM
Diana Lund	Diana Lund	02/06/2013 10:30 AM
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:11 PM

Form Started By: Chris Anderson Started On: 02/01/2013 04:34 PM

Final Approval Date: 02/07/2013

COUNTY OF ANOKA

Integrated Waste Management Department

Government Center
2100 3rd Avenue, STE 340 • Anoka, Minnesota 55303-5032
763-323-5730 • Fax 763-323-5731
E-mail • recycle@co.anoka.mn.us
www.AnokaCounty.us/recycle

Chris Anderson

Memo To: Municipal Recycling Coordinators

From: Carolyn Smith, Solid Waste Abatement Specialist

Regarding: New 2013 Funding and Goals, Carolyn Smith, Anoka County

The proposed 2013 municipal funding allocation is a fixed base of $10,000 for each municipality and $5.00 per household. In addition, targeted program funds are available for specific program areas. The household count is based on the latest population and household estimate available from the Metropolitan Council. This funding allocation is not dependent upon the receipt of the second SCORE allocation but will use reserve funds if the second grant payment is not received in the spring of 2013. In addition, grant funds may be used for problem materials, yard waste/organics and if previous year goal achievement is 108%, some funds may be used for non-residential recycling.

The 2013 Residential Recycling Agreements include a $10,000 base and $5 per household and options for the following programs:

Full service drop-off recycling centers $30,000
Monthly drop-off recycling centers - $5,000* to $15,000 depending on the number of households
Municipal Park Recycling - $2,000 to $6,000 depending on the number of households
Community Event Recycling - $2,000 to $6,000 depending on the number of households
Enhancement Grant $1/Household
*Up to 2,000 HH $5,000, 2001-4,999 $10,000 and 5,000 and up $15,000

The proposed 2013 municipal recycling goal is 185 pounds per person single family households (up to 4 units) and 175 pounds per person for multi-unit households (5 units or more). This goal reflects the estimated tonnage needed to assist the county in achieving its recycling goal as established by the State of Minnesota. The goals have been set to reflect the difference between single family and multi-unit housing.

These changes have been included in the 2013 Residential Recycling Agreements Section 4. b.i. – iv. and Section 7 c. and d. Three copies have been enclosed for your municipality. Please have **all three** signed and fill in the 2013 Municipal Funding Request – Attachment B. Each contract must have a completed Attachment B.

Thank you for your cooperation and efforts to reduce waste and increase the amount of material recycled in our county. Please do not hesitate to call me if you have questions regarding our new program.

Affirmative Action / Equal Opportunity Employer
Printed on 50% recycled paper of which 30% is post-consumer

AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM

THIS AGREEMENT made and entered into on the 1st day of January, 2013, notwithstanding the date of the signatures of the parties, between the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF RAMSEY, hereinafter referred to as the "MUNICIPALITY".

WITNESSETH:

WHEREAS, Anoka County will receive $810,000.00 in funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557 (hereinafter "SCORE funds") and $330,000.00 in funding pursuant to Minn. Stat. § 473.8441 (hereinafter "LRDG funds ") prior to the effective date of this Agreement; and

WHEREAS, the County wishes to assist the Municipality in meeting recycling goals established by the Anoka County Board of Commissioners by providing said SCORE and LRDG funds to cities and townships in the County for solid waste recycling programs.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions:

73. **PURPOSE.** The purpose of this Agreement is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality.

74. **TERM.** The term of this Agreement is from January 1, 2013 through December 31, 2013, unless earlier terminated as provided herein.

75. **DEFINITIONS.**

a. "Problem material" shall have the meaning set forth in Minn. Stat. § 115A.03, subdivision 24a.
b. "Multi-unit households" means households within apartment complexes, condominiums, townhomes, mobile homes and senior housing complexes.
c. "Opportunity to recycle" means providing recycling and curbside pickup or collection centers for recyclable materials as required by Minn. Stat. § 115A.552.
d. "Recycling" means the process of collecting and preparing recyclable materials and reusing the materials in their original form or using them in manufacturing processes that do not cause the destruction of recyclable materials in a manner that precludes further use.
e. "Recyclable materials" means materials that are separated from mixed municipal solid waste for the purpose of recycling, including paper, glass, plastics, metals, fluorescent lamps, major appliances and vehicle batteries.
f. Refuse derived fuel or other material that is destroyed by incineration is not a recyclable material.
g. "Yard waste" shall have the meaning set forth in Minn. Stat. § 115A.03, subdivision 38.

76. **PROGRAM.** The Municipality shall develop and implement a residential solid waste recycling program adequate to meet the Municipality's annual recycling goal of 2,205 tons of recyclable materials as established by the County. The Municipality shall ensure that the recyclable materials collected are delivered to processors or end markets for recycling.

a. The Municipal recycling program shall include the following components:
   i. Each household (including multi-unit households) in the Municipality shall have the opportunity to recycle at least four broad types of materials, such as paper, glass, plastic, metal and textiles.
   ii. The recycling program shall be operated in compliance with all applicable federal, state, and local laws, ordinances, rules and regulations.
   iii. The Municipality shall implement a public information program that contains at least the following components:
      (1) One promotion is to be mailed to each household focused exclusively on the Municipality's recycling program;
      (2) One promotion advertising recycling opportunities available for residents is to be included in the Municipality's newsletter or local newspaper; and
      (3) Two community presentations are to be given on recycling.

      The public information components listed above must promote the focused recyclable material of the year as specified by the County. The County will provide the Municipality with background material on the focused recyclable material of the year.
   iv. The Municipality, on an ongoing basis, shall identify new residents and provide detailed information on the recycling opportunities available to these new residents.

b. The Municipality is encouraged to expand its recycling program to include one or more of the following components in order to receive additional funding.
   i. The Municipality shall organize either spring and fall clean-up recycling drop-off events or monthly recycling drop offs which can be held in conjunction with a neighboring municipality on a cooperative basis for the citizens of both Municipalities.
   ii. The Municipality shall provide a community event recycling program, which at a minimum would consist of a providing recycling opportunities at all municipality sponsored events and festivals.
   iii. The Municipality shall provide the opportunity for citizens to engage in recycling activities at municipal parks.
   iv. The Municipality shall organize and manage a Full Service Recycling Drop-off Center.

c. If the Municipality's recycling program did not achieve the Municipality's recycling goals as established by the County for the prior calendar year, the Municipality shall prepare and submit to the County by March 31, 2013, a plan acceptable to County that is designed to achieve the recycling goals set forth in this Agreement.

5. **REPORTING.** The Municipality shall submit the following reports semiannually to the County no later than July 20, 2013 and January 20, 2014:

a. An accounting of the amount of waste which has been recycled as a result of the Municipality's activities and the efforts of other community programs, redemption

centers and drop-off centers. For recycling programs, the Municipality shall certify the number of tons of each recyclable material which has been collected and the number of tons of each recyclable material which has been marketed. For recycling programs run by other persons or entities, the Municipality shall also provide documentation on forms provided by the County showing the tons of materials that were recycled by the Municipality's residents through these other programs. The Municipality shall keep detailed records documenting the disposition of all recyclable materials collected pursuant to this agreement. The Municipality shall also report the number of cubic yards or tons of yard waste collected for composting or landspreading, together with a description of the methodology used for calculations. Any other material removed from the waste stream by the Municipality, i.e. tires and used oil, shall also be reported separately.

b. Information regarding any revenue received from sources other than the County for the Municipality's recycling programs.

c. Copies of all promotional materials that have been prepared by the Municipality during the term of this Agreement to promote its recycling programs.

The Municipality agrees to furnish the County with additional reports in form and at frequencies requested by the County for financial evaluation, program management purposes, and reporting to the State of Minnesota.

6. **BILLING AND PAYMENT PROCEDURE.** The Municipality shall submit itemized invoices semiannually to the County for abatement activities no later than July 20, 2013 and January 20, 2014. Costs not billed by January 20, 2014 will not be eligible for funding. The invoices shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners.

7. **ELIGIBILITY FOR FUNDS**. The Municipality is entitled to receive reimbursement for eligible expenses, less revenues or other reimbursement received, for eligible activities up to the project maximum as computed below, which shall not exceed $85,606.00. The project maximum for eligible expenses shall be computed as follows:

a. A base amount of $10,000.00 for recycling activities only; and
b. $5.00 per household for recycling activities only; and
c. As provided according to the eligibility schedule in Attachment A for each of the following services: Full Service Recycling Drop-off Center, Spring/Fall or Monthly Drop-off events; Municipal Park Recycling; Community Event Recycling; and Enhancement Grants; and
d. After considering the 2013 Municipal Funding Request (Attachment B) designating the additional Grant Projects that the City will undertake in the upcoming year.

Notwithstanding any provision to the contrary, the County reserves the right to reduce the funding provided hereunder in the event the City does not undertake and complete the additional Grant Projects referenced in Attachment B.

8. **RECORDS**. The Municipality shall maintain financial and other records and accounts in accordance with requirements of the County and the State of Minnesota. The Municipality shall maintain strict accountability of all funds and maintain records of all

receipts and disbursements. Such records and accounts shall be maintained in a form which will permit the tracing of funds and program income to final expenditure. The Municipality shall maintain records sufficient to reflect that all funds received under this Agreement were expended in accordance with Minn. Stat. § 115A.557, subd. 2, for residential solid waste recycling purposes. The Municipality shall also maintain records of the quantities of materials recycled. All records and accounts shall be retained as provided by law, but in no event for a period of less than five years from the last receipt of payment from the County pursuant to this Agreement.

9. **AUDIT.** Pursuant to Minn. Stat. § 16C.05, the Municipality shall allow the County or other persons or agencies authorized by the County, and the State of Minnesota, including the Legislative Auditor or the State Auditor, access to the records of the Municipality at reasonable hours, including all books, records, documents, and accounting procedures and practices of the Municipality relevant to the subject matter of the Agreement, for purposes of audit. In addition, the County shall have access to the project site(s), if any, at reasonable hours.

10. **GENERAL PROVISIONS.**

a. In performing the provisions of this Agreement, both parties agree to comply with all applicable federal, state or local laws, ordinances, rules, regulations or standards established by any agency or special governmental unit which are now or hereafter promulgated insofar as they relate to performance of the provisions of this Agreement. In addition, the Municipality shall comply with all applicable requirements of the State of Minnesota for the use of SCORE funds provided to the Municipality by the County under this Agreement.

b. No person shall illegally, on the grounds of race, creed, color, religion, sex, marital status, public assistance status, sexual preference, handicap, age or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to unlawful discrimination under any program, service or activity hereunder. The Municipality agrees to take affirmative action so that applicants and employees are treated equally with respect to the following: employment, upgrading, demotion, transfer, recruitment, layoff, termination, selection for training, rates of pay, and other forms of compensation.

c. The Municipality shall be responsible for the performance of all subcontracts and shall ensure that the subcontractors perform fully the terms of the subcontract. The Agreement between the Municipality and a subcontractor shall obligate the subcontractor to comply fully with the terms of this Agreement.

d. The Municipality agrees that the Municipality's employees and subcontractor's employees who provide services under this agreement and who fall within any job classification established and published by the Minnesota Department of Labor & Industry shall be paid, at a minimum, the prevailing wages rates as certified by said Department.

e. It is understood and agreed that the entire Agreement is contained herein and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.

f. Any amendments, alterations, variations, modifications, or waivers of this Agreement shall be valid only when they have been reduced to writing, duly signed by the parties.

g. Contracts let and purchases made under this Agreement shall be made by the Municipality in conformance with all laws, rules, and regulations applicable to the Municipality.

h. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, such decision shall not affect the remaining portion of this Agreement.

i. Nothing in this Agreement shall be construed as creating the relationship of co-partners, joint venturers, or an association between the County and Municipality, nor shall the Municipality, its employees, agents or representatives be considered employees, agents, or representatives of the County for any purpose.

11. **PUBLICATION.** The Municipality shall acknowledge the financial assistance of the County on all promotional materials, reports and publications relating to the activities funded under this Agreement, by including the following acknowledgement: "Funded by the Anoka County Board of Commissioners and State SCORE funds (Select Committee on Recycling and the Environment).

12. **INDEMNIFICATION.** The County agrees to indemnify, defend, and hold the Municipality harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the County under this Agreement.

The Municipality agrees to indemnify, defend, and hold the County harmless from all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, resulting from the acts or omissions of its public officials, officers, agents, employees, and contractors relating to activities performed by the Municipality under this Agreement.

The provisions of this subdivision shall survive the termination or expiration of the term of this Agreement.

13. **TERMINATION.** This Agreement may be terminated by mutual written agreement of the parties or by either party, with or without cause, by giving not less than seven (7) days written notice, delivered by mail or in person to the other party, specifying the date of termination. If this Agreement is terminated, assets acquired in whole or in part with funds provided under this Agreement shall be the property of the Municipality so long as said assets are used by the Municipality for the purpose of a landfill abatement program approved by the County.

IN WITNESS WHEREOF, the parties hereunto set their hands as of the dates first written above:

CITY OF RAMSEY

By:_____

Name:_____

Title:_____

Date:_____

By:_____
Municipality's Clerk

Date:_____

Approved as to form and legality:

_____

COUNTY OF ANOKA

By:_____
Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

Date:_____

By:_____
Jerry Soma
County Administrator

Date:_____

Approved as to form and legality:

_____
Assistant County Attorney

2013 Municipal Funding Request
Attachment B

The CITY of RAMSEY is requesting the following funding for their municipal efforts in 2013.

Grant Projects	Eligible Allocations	Amount Requested
Municipal Grant Funding Allocation	$50,505.00	$50,505.00
Full Service Drop-off Center Allocation (Staffed recycling center, open a minimum of 5 days per week, collecting mattresses, traditional recyclables, scrap metal, carpet, etc.)	$30,000.00 Only Coon Rapids is currently eligible	
Monthly Drop-off Center	$15,000.00	$
Municipal Park Recycling	$6,000.00	$
Community Event Recycling	$6,000.00	$
Recycling Enhancement Grant (Additional promotion efforts, multi-units, organics program) Insert a description of the efforts being proposed below.	$8,101.00	$
Total Amount Eligible/Requested for 2013	$85,606.00	$ *

A description of the efforts being proposed for the Recycling Enhancement Grant.

The CITY of RAMSEY requests *_____ for 2013 Municipal Funding.

Date_____
Name_____

Title_____

*these amounts should match and may not exceed eligible allocation total.

Attachment A

Proposed 2013 SCORE Funding and Goals Funding Base of $10,000 and $5.00 per household Goal 185 #/p single family up to 4 units and 175#/p multi-units 5 units or more					Full Service Drop-Off Center	Monthly Drop-Off Center			Municipal Park Recycling			Community Event Recycling			Enhancement Grant $1/HH	Total Potential Allocation
					Ultimate Goal of 3-4 in County	Up to 2,000 households	2,001- 4,999 households	5,000 and up households	Up to 2,000 households	2,001- 4,999 households	5,000 and up households	Up to 2,000 households	2,001- 4,999 households	5,000 and up households	All municipalities are eligible equally	
Municipality	HH	Population	Goal	2013 Funding	$30,000	$5,000	$10,000	$15,000	$2,000	$4,000	$6,000	$2,000	$4,000	$6,000	Multi unit/ orgaincs/ promotion/ etc.	
Ramsey	8,101	23,865	2,205	$ 50,505.00				$ 15,000			$ 6,000			$ 6,000	$ 8,101.00	$ 85,606

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

RESOLUTION #13-02-029

RESOLUTION TO ENTER INTO A RESIDENTIAL RECYCLING PROGRAM AGREEMENT WITH ANOKA COUNTY TO RECEIVE 2013 SCORE FUNDS

WHEREAS, Anoka County annually receives funding from the Solid Waste Management Coordinating Board and the State of Minnesota pursuant to Minn. Stat. § 115A.557. This funding is provided by the Select Committee On Recycling and the Environment (SCORE).

WHEREAS, in 2013, Anoka County will distribute the SCORE funds amongst municipalities using the following formula: a base allocation of $10,000 plus $5.00 per household.

WHEREAS, the City of Ramsey's allocation of base SCORE funds for 2013 would be $50,505.00.

WHEREAS, the City of Ramsey is eligible for up to an additional targeted program funds to focus on activities such as monthly drop-off events (up to $15,000.00), municipal parks recycling (up to $6,000.00), and community event recycling (up to $6,000.00).

WHEREAS, the Anoka County Board of Commissioners annually sets recycling goals for municipalities to achieve; and

WHEREAS, the City of Ramsey's recycling goal for 2013 is 2,205 tons.

WHEREAS, Anoka County wishes to assist municipalities in meeting the recycling goals established by the Anoka County Board of Commissioners by providing SCORE funds to municipalities for solid waste recycling programs; and

WHEREAS, the SCORE funding can be and previously has been used to implement various components of the City's recycling program including: recycling and waste reduction education and awareness activities, notifying new residents of Ramsey's recycling program, spring and fall recycle day events, and to fund the recycling coordinator position; and

WHEREAS, in order to receive SCORE funds, the City of Ramsey must enter into a Residential Recycling Program Agreement with Anoka County.

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

1) That the Mayor is hereby authorized to sign the Agreement for Residential Recycling Program between the City of Ramsey and Anoka County to receive the base allocation of SCORE funds and the additional targeted program funds for monthly collection events and municipal parks recycling.

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 12th day of February, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 4.**

Meeting Date: 02/12/2013

Submitted For: Kurt Ulrich **By:** Jo Thieling, Administrative Services

Information

Title:

Adopt Resolution #13-02-039 Approving Reimbursement Request to Anoka County Housing and Redevelopment Authority for Residential Property Acquisition

Background:

The City of Ramsey currently participates in the Anoka County HRA and City properties are taxed to support the County HRA levy. According to the County, the city has great control over the funds. It is the County's practice to place the collected levy into a fund that is then made available for eligible projects selected by that city. Typically, the City will make a request to ACHRA staff and they confirm that the project meets the requirements laid out in state statute. The next step requires the city council to pass a resolution requesting the funding from the County HRA. The ACHRA board then approves the request and the money can be accessed. The Council may request additional projects at any time, based upon the available funding. The current balance of available funding is approximately $575,000.

Originally, Ramsey opted into the County HRA for the purpose of developing senior housing. The County will also provide technical assistance, respond to funding requests and make periodic presentations as the City requests.

Funds are currently limited for use on housing projects. A resolution to expand the use of these funds for economic development purposes was brought to the Council in 2012, but it was was not approved.

The City has reached an agreement to purchase a property at 6203 Rivlyn Ave. as part of a protracted effort by the City to clear the property of blighting influences (trash, abandoned vehicles, appliances, etc.). City staff has discussed this situation with the County HRA Executive Director and it will qualify as an allowable expenditure of County HRA funds.

Observations/Alternatives:

The City is currently committed to purchasing the property at 6203 Rivlyn Ave. NW for a purchase price of $83,000.00. In addition to that price, additional costs of $15,000.00 include:

1. City paid attorney fees including the title work the City agreed to in undertake in order to create marketable title, including a court action for an order exempting the property from a personal judgment;

2. Demolition expenses for removal of the house and garage on the property;

3. Closing costs.

Therefore, the total cost for acquisition to the County is $98,000.

Please note the the City also incurred additional legal deductible expenses of $10,000 in securing this settlement.

The property owner has signed the purchase agreement. and the Settlement Agreement. It has been determined by our attorney that they are able to convey marketable title to the property and a closing is anticipated by April 30th or earlier.

If the City does not seek funding from the County HRA, local sources of funding would need to be used. These funds would typically be designated fund reserves of the City, that can be used for a variety of other purposes

Recommendation:

Staff recommends that the Council approve the attached resolution requesting and authorizing use of County HRA funds.

Funding Source:

County HRA reserves funds are being requested.

Council Action:

Motion to adopt Resolution #13-02-039 Requesting that Anoka County Housing and Redevelopment Authority (HRA) Allocate $98,000 Toward the Purchase of Residential Property at 6203 Rivlyn Avenue NW in the City of Ramsey.

Attachments

Res Requesting Anoka County HRA Funds

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Jo Thieling	02/07/2013 01:51 PM

Form Started By: Jo Thieling Started On: 02/07/2013 01:40 PM

Final Approval Date: 02/07/2013

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-02-039

RESOLUTION REQUESTING THAT ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY (HRA) ALLOCATE $98,000 TOWARD THE PURCHASE OF RESIDENTIAL PROPERTY AT 6203 RIVLYN AVENUE NW IN THE CITY OF RAMSEY

WHEREAS, annually the Anoka County HRA levies an HRA levy on Ramsey residents; and

WHEREAS, the levy has been used to help in funding certain projects within the City of Ramsey; and

WHEREAS, the City of Ramsey is requesting that the Anoka County HRA utilize its available tax levy for the purchase of a blighted residential property, a project that is deemed a high priority for our community; and

WHEREAS, the City is committed to maintaining and developing a healthy housing stock within the City for the benefit of all.

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 authorizes the request to the Anoka County HRA to allocate $98,000 toward the purchase of a residential property at 6203 Rivlyn Avenue NW, Ramsey, MN.

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 12th day of February 2013.

_____

Mayor Sarah Strommen

ATTEST:

City Clerk Jo Ann M. Thieling

CC Regular Session **7. 5.**

Meeting Date: 02/12/2013

Submitted For: Patrick Brama **By:** Patrick Brama, Administrative Services

Information

Title:

Consider Second Offer to Purchase Surplus City Owned Land -- Windsorwood Property--PORTIONS MAY BE CLOSED TO THE PUBLIC

Background:

As part of the Council's 2011 and 2012 strategic planning process, developing an inventory of surplus City owned land was identified as a priority. A parcel located at 178th Ave and Vicuna St, known as the Windsorwood property, was identified as surplus City owned land ("Subject Property"). With Council direction, Staff has worked with nearby property owners to negotiate a sale of the Subject Property.

The purpose of this case is to consider a second offer from David Pomroy to purchase the Subject Property.

NOTE: this case was originally reviewed by the City Council on December 8, 2013. At which time, the original offer of from Mr. Pomroy was rejected and a counter offer was made by the City Council (90% of appraised value). Specific numbers will be provided in closed session.

Notification:

NA

Observations/Alternatives:

The Subject Property was brought before the Council a number of times in 2012; and was rezoned R1 Residential in October. Staff worked with nearby property owners to gage interest in purchasing the Subject Property. Interest in the Subject Property was expressed by three nearby property owners. At an October Council worksession, Staff was directed to give nearby property owners the "first chance" to purchase the Subject Property.

Since October, Staff sent a letter to nearby property owners indicating they had a "first chance" to negotiate a sale. Since then, Staff has received a written offer to purchase the Subject Property [now second offer]: David Pomroy, 8950 178th Circle NW.

The County values the Subject Property at $50,000. A private appraisal of the Subject Property came in at $49,000. Mr. Pomroy's offer is below both the County and privately appraised values.

Attached to this case is all correspondence between the City and nearby property owners, a property profile, adopted ordinance to rezone the Subject Property, two written offers from Mr. Pomroy, findings of fact, private appraisal and Policy for the Disposition of City Owned Land.

Recommendation:

Listed below are three options the Council should consider regarding the standing second offer from David Pomroy to purchase the Subject Property:

1) Accept second offer from Mr. Pomroy [STAFF RECOMMENDATION]
2) Re-negotiate with Mr. Pomroy for a higher sale price
3) Open the sale of the Subject Property to the general public

Specific numbers will be provided in closed session.

Funding Source:

NA

Council Action:

Staff Recommendation: Accept the standing second offer from David Pomroy to purchase the Subject Property.

NOTE: staff will bring forward a purchase agreement and required ordinance to sell publicly owned land at the next regular City Council meeting.

Attachments

Property Profile
Disposition Policy
Findings (Windsorwood)
Rezoning Ordinance
Appraisal (49K)
Notification Letter 1
Notification Letter 2
Notification Letter 3
Notification Letter 4
Notification Letter 5
Notification Letter 6
Notification Letter 7
Written Offer
Written Offer 2 (public ver)

Form Review

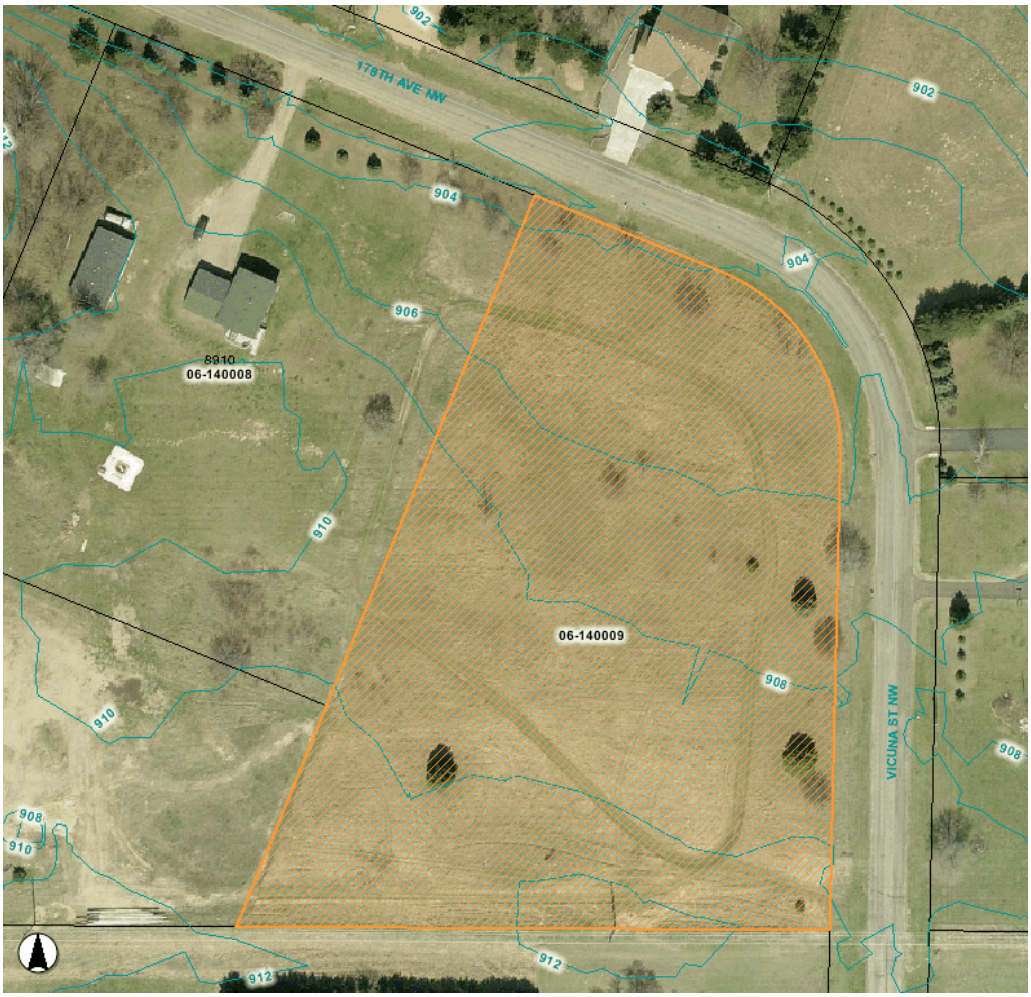
Inbox	Reviewed By	Date
Bill Goodrich	Kathy Schmitz	02/06/2013 02:16 PM
Patrick Brama	Patrick Brama	02/06/2013 02:36 PM
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:26 PM

Form Started By: Patrick Brama Started On: 02/06/2013

Final Approval Date: 02/07/2013

PROPERTY PROFILE: CITY OF RAMSEY

NUMBER: 34
ADDRESS: NA
PID: 063225140009
LEGAL: NA
ACRES: 3.10
VALUATION: 51,300
ZONING: Public/Quasi-Public
MUSA: No
GIS IMAGE:



DESCRIPTION: The subject property is located on the south side of 176th Avenue and the west side of Vicuna Street. The property is zoned public/quasi-public and is surrounded by residential. This property is dry, high and buildable. Based on the GIS image above, it looks as though this parcel is being used by neighboring property owners.

WETLAND: This property is not adjacent to wetlands so banking is not a feasible use. It does not collect storm water from the neighborhood.

MAINTENANCE: There are no maintenance costs.

OWNER & ENCUMBRANCE: This property is unrestricted and can be sold.

DISPOSITION: The subject property was acquired in October of 1989. This is not a dedicated park. This property has free and clear title and is ready to be sold. If the council desires to dispose of this parcel, staff should rezone and list the property.

USAGE: Property appears to largely be unused, there are some four wheeler tracks. It is assumed the adjacent property owners to the west may occasionally use this property.

PUBLIC INPUT: Staff has received interest for purchasing this parcel from both properties owners located directly west of the subject property. Both property owners don't want this piece of land developed. No further public input was received.

PROPERTY IMAGES:







COUNCIL DIRECTION:

- Direct Staff to move forward with selling Windsorwood (06-32-25-14-009).
- Select a method of sale (i.e. for sale by owner, auction, listing with a realtor).
- Consider a request by the two neighboring property owners to allow a first right to purchase the property. A time limit for negotiations should be set.

POLICY FOR THE DISPOSITION OF SURPLUS CITY OWNED LAND

City of Ramsey, Minnesota

SECTION I: PURPOSE

- To maximize public benefit and efficient management of City-owned land by considering disposition of lands that are underutilized and/or unneeded for City functions.
- To establish disposition decision criteria and a disposition process.

SECTION II: POLICY STATEMENT

It is the policy of the City of Ramsey to periodically review and inventory City-owned land to identify parcels that are underutilized and/or unneeded for current or anticipated City functions. It also is the policy of the City of Ramsey to consider disposition of lands identified through this inventory according to established criteria and procedure.

SECTION III: PUBLIC BENEFIT

The disposition of underutilized City-owned properties has a number of benefits to the community:

(1) Reduced City property maintenance costs
(2) Reduced City liability
(3) Increased base of taxable parcels
(4) Reduction of surplus parcels unneeded by the City
(5) Reduced City resources needed for management of City owned parcels
(6) Reallocation of parcels to fit in line with long term City needs and goals

SECTION IV: DETERMINATION OF INVENTORY

City Council determines sites potentially available for disposition by means of a City owned land inventory developed by City staff. Upon direction from the City Council, staff shall develop an inventory of City owned land and determine an inventory of properties available for disposition by using the criteria outlined below. If a potential site does not meet the criteria, it shall be deemed potentially available for disposition.

The City shall consider the disposition of real estate if the subject property *does not* meet one of the following potential uses.

POTENTIAL USE CRITERIA

(1) Economic development purposes; including removal of blighted properties and enhancing the City's tax base
(2) Public works and maintenance facilities, staging and storage areas
(3) Public safety facilities, staging and storage areas
(4) Administrative service facilities
(5) Public Right of Way; including roads, railroads and airports

DRAFT

(6) Drainage, wetland and utility easements
(7) Enhancement of housing stock; including redevelopment purposes
(8) Public parks, trails and open space

Consideration for the disposition of real estate by the City shall be given based on the *compliance and consistency* with the criteria outlined below.

COMPLIANCE CRITERIA

(9) City Comprehensive plan
(10) City Comprehensive water and sewer plans
(11) City Master parks and trails plan
(12) City Transportation plan
(13) Relevant City boards and commissions review
(14) City Ordinances, Sec. 117-614. - Subdivision Design Standards

POLICY STATEMENT CRITERIA

(15) The demand for public parks is shifting away from small neighborhood pocket parks to larger regional community parks. The cost to maintain a large number of small neighborhood pocket parks can be greater than the cost to maintain a small number of regional community parks. As such, the City will consider the consolidation of underutilized pocket parks in favor of larger regional parks.
(16) The City shall not acquire real estate if there is no foreseeable current or future need for the property.

SECTION V: DISPOSITION DECISION CRITERIA

After a property is deemed unneeded and/or underutilized by the City, as outlined in section IV, consideration for disposition will be given by the City Council based on the decision criteria outlined below. This information will be presented to the Council in a findings-of-fact document.

(1) Public input and feedback regarding a potential disposition
(2) Maintenance costs
(3) Title restrictions
(4) Ability to develop
(5) Stormwater and drainage limitations
(6) Proposed future zoning
(7) Utilities availability
(8) Long term City needs and plans
(9) Assessed value
(10) Method to market and sell property
(11) Cost to market and sell property

For properties that are legally dedicated, the City will consider the criteria below in addition to the previously stated list:

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(12) Legal costs, quiet title action
(13) Legal costs, removal of legal dedication from title

The disposition decision criteria listed above, 1-13, will be reported in a findings-of-fact document for each property before it is brought forward to Council for consideration.

SECTION VI: PROCESS

As the City investigates the potential disposition of City owned lands, the process below shall be followed.

STEP 1

NOTIFY PUBLIC (A):
Notify affected property owners of a potential disposition; and, invite interested property owners to attend the next Mayor's Town Hall Meeting.

The purpose of this meeting is to gather, and document, public input on a potential disposition.

Mail notification will be given to property owners within 350' of the subject property 14 days before said meeting.

FINDINGS OF FACT (B):
Staff will create a draft findings-of-fact document to be brought forward to the Council in a worksession meeting. The findings-of-fact document will contain the decision criteria outlined in Section II of this policy.

At the meeting, Council will review the findings-of-fact document and consider moving forward to step two of this process.

Mail notification will be given to property owners within 350' of the subject property 14 days before said meeting.

STEP 2:

ORDINANCE:
An ordinance shall be passed to declare the intentions of the council. The City should not move forward with listing or rezoning properties until an ordinance is passed.

Adopting an ordinance allows the public another opportunity to voice their opinion, for the council to discuss their viewpoints and fulfills the legal process of selling City-owned land.

Mail notification will be given to property owners within 350' of the subject property 14 days before said meetings.

STEP 3:

ZONING AMENDMENT (A):
Third, properties shall be rezoned to the appropriate classification.

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Rezoning a property before it is listed makes the property marketable. If properties are not rezoned, it may make potential buyers apprehensive. Furthermore, a rezoned property allows potential property owners to better evaluate the potential use of a property. This process is done by Ordinance and requires a Public Hearing.

For information on rezoning: Chapter 117, Section 49.

COMPREHENSIVE PLAN (B):
If the proposed zoning amendment also changes the land use designation on the Future Land Use Map, a Comprehensive Plan Amendment shall be required. This process requires approval by the Metropolitan Council, often times done administratively. This process is done by Resolution and requires a Public Hearing.

STEP 4:

MARKET:
Marketing properties could be done by means of a realtor, auction or for-sale-by-owner.

The City Council will make this decision on a case by case basis, based on the criteria outlined in the findings-of-fact document.

STEP 5:

PURCHASE AGREEMENT:
City staff and a potential buyer will negotiate a purchase agreement. After an agreement in negotiated, a draft will and brought back to the City Council for discussion and approval.

For properties identified as dedicated or restricted will begin this process at step one, as outlined above. Then, under direction of the City Attorney, follow the process outlined below:

A. Contact previous property owner(s) to if they would be willing to give their property to the City, with free and clear title
B. Take property title to court and attempt to remove restrictions
C. Return property with free and clear title to original owner; or retain City ownership
D. In the event the City retains ownership, the process would continue at step two outlined above. In the event the property is returned to the original owner, the disposition process would end.

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Findings-of-Fact

Subject Property: PID 063225140009, located on the south side of 176th Avenue and the west side of Vicuna Street

(1) Public input and feedback regarding a potential disposition
   a. Staff received no unfavorable responses regarding the potential disposition of the Subject Property. Generally speaking, the only concerns raised were "we would like to see the Subject Property sold to a nearby property owner (not an outside developer) and left as open space. A number of inquiries were received regarding the potential purchase of the Subject Property.

(2) Maintenance costs
   a. The City has no maintenance costs regarding the Subject Property.

(3) Title restrictions
   a. Based on an Owner and Encumbrance Report attained by the City, the Subject Property has free and clear title.

(4) Ability to develop
   a. The Subject property is flat, clean and is large enough to build two to three single family homes.

(5) Stormwater and drainage limitations
   a. There are no stormwater or drainage issues regarding the Subject Property.

(6) Proposed future zoning
   a. R-1 Rural Single Family Residential

(7) Utilities availability
   a. Electric, well water, septic waste water.

(8) Long term City needs and plans
   a. Un needed for current or future City functions; reviewed by each City department.

(9) Assessed value
   a. $49,000

(10) Method to market and sell property
   a. Internal, negotiate with surrounding property owners.

(11) Cost to market and sell property
   a. Staff time

ORDINANCE #12-___-___

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described properties or portions thereof are hereby rezoned from Public/Quasi Public to R1 Rural Residential:

> Lot 9, Block 2, Windsorwood, Anoka County, Minnesota; which was conveyed to the County of Anoka by Warranty Deed dated October 31, 1989, as Document No. 869962. Abstract Property, 06-32-25-14-009.
>
> (the "Subject Property")

SECTION 2. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the _____ day of_____, 2012.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

APPRAISAL OF REAL PROPERTY

LOCATED AT:
Unassigned
Lot 9, Block 2 Windsorwood, subj to ease of record
Ramsey, MN 55303

FOR:
City of Ramsey
7550 Sunwood Dr NW, Ramsey, MN 55303

AS OF:
September 19, 2012

BY:
David C. Hughes

APPRAISER DISCLOSURE STATEMENT

File No. WINDSORWOODL9B2 12SEP19D

Name of Appraiser: David C. Hughes

Class of Certification/Licensure:
- ☐ Certified General
- ☒ Certified Residential
- ☐ Licensed Residential
- ☐ Temporary ☐ General ☐ Licensed

Certification/Licensure Number: 20111284

Scope: This Report
- ☒ is within the scope of my Certification or License
- ☐ is not within the scope of my Certification or License

Service Provided By:
- ☒ Disinterested & Unbiased Third Party
- ☐ Interested & Biased Third Party
- ☐ Interested Third Party on Contingent Fee Basis

Signature of person preparing and reporting the Appraisal:

David C. Hughes

This form must be included in conjunction with all appraisal assignments or specialized services performed by a state-certified or state-licensed real estate appraiser.

The scope of this assignment is to provide an opinion of value of an unimproved site located Lot 9, Block 2, Windsorwood, in the city of Ramsey, in Anoka County.

I have not been previously engaged in professional services for the property which is the subject of this assignment.

The value estimate is based upon the assumption that the subject property described in the appraisal is not negatively affected by the existance of hazardous substances or detrimental environmental conditions. The appraiser is not an expert in the identification of hazardous substances or detrimental environmental conditions. The appraisers routine inspection of the subject property did not develop any significant conclusions regarding hazardous substances or detrimental environmental conditions which would affect the property negatively unless otherwise stated in this report.

All signatures on this report have a security feature maintained by individual passwords for each signing appraiser. No other person can alter the appraisal with exception of the original signing appraiser(s).

LAND APPRAISAL REPORT

WINDSORWOODLS

File No. 12SEP19D

IDENTIFICATION

Borrower n/a | Census Tract 0502.24 | Map Reference 34 C2

Property Address Unassigned

City Ramsey | County Anoka | State MN | Zip Code 55303

Legal Description Lot 9, Block 2 Windsorwood, subj to ease of record

Sale Price $ n/a | Date of Sale n/a | Loan Term n/a yrs. | Property Rights Appraised ☒ Fee ☐ Leasehold ☐ De Minimis PUD

Actual Real Estate Taxes $ exempt (yr) | Loan charges to be paid by seller $ n/a | Other sales concessions n/a

Lender/Client City of Ramsey | Address 7550 Sunwood Dr NW, Ramsey, MN 55303

Occupant vacant | Appraiser David C. Hughes | Instructions to Appraiser Estimate the fair market value of an unimproved site located in Windsorwood Lot 9, Block 2, in the city of Ramsey in Anoka County.

NEIGHBORHOOD

Location	☐ Urban	☐ Suburban	☒ Rural
Built Up	☐ Over 75%	☒ 25% to 75%	☐ Under 25%
Growth Rate	☐ Fully Dev.	☐ Rapid	☐ Steady	☒ Slow
Property Values	☐ Increasing	☒ Stable	☐ Declining
Demand/Supply	☒ Shortage	☐ In Balance	☐ Oversupply
Marketing Time	☐ Under 3 Mos.	☒ 4-6 Mos.	☐ Over 6 Mos.

Present Land Use 85% 1 Family 00% 2-4 Family ___% Apts. ___% Condo 10% Commercial ___% Industrial ___% Vacant 05% vacant

Change in Present Land Use ☐ Not Likely ☐ Likely (*) ☒ Taking Place (*)

(*) From public-quasi-public To residential

Predominant Occupancy ☒ Owner ☐ Tenant 5 % Vacant

Single Family Price Range $ 30,000 to $ 655,000 | Predominant Value $ 160

Single Family Age 00 yrs. to 70 yrs. | Predominant Age 18 yrs.

	Good	Avg.	Fair	Poor
Employment Stability	☐	☒	☐	☐
Convenience to Employment	☐	☒	☐	☐
Convenience to Shopping	☐	☒	☐	☐
Convenience to Schools	☐	☒	☐	☐
Adequacy of Public Transportation	☐	☒	☐	☐
Recreational Facilities	☐	☒	☐	☐
Adequacy of Utilities	☐	☒	☐	☐
Property Compatibility	☐	☒	☐	☐
Protection from Detrimental Conditions	☐	☒	☐	☐
Police and Fire Protection	☐	☒	☐	☐
General Appearance of Properties	☐	☒	☐	☐
Appeal to Market	☐	☒	☐	☐

Comments including those factors, favorable or unfavorable, affecting marketability (e.g. public parks, schools, view, noise): Subject is located in Ramsey, an area consisting of single family homes of various styles, sizes, ages and values. Schools are in the Elk River School District. Ramsey has limited employment opportunities. Recreation (primarily outdoor) and police and fire protection are adequate. No adverse noise factor, typical nature and residential views.

SITE

Dimensions 153x315x393x523x133 = 3.10 Sq. Ft. or Acres ☒ Corner Lot

Zoning classification R1 - Single Family Residential | Present Improvements ☒ do ☐ do not conform to zoning regulations

Highest and best use ☒ Present use ☐ Other (specify) site is currently un-improved, highest and best use is improved SFR

	Public	Other (Describe)
Elec.	☒	
Gas	☒	
Water	☐	
San. Sewer	☐	
	☐	Underground Elect. & Tel.

OFF SITE IMPROVEMENTS

Street Access ☒ Public ☐ Private

Surface bituminous

Maintenance ☒ Public ☐ Private

☐ Storm Sewer ☐ Curb/Gutter

☐ Sidewalk ☐ Street Lights

Topo basically level

Size conforms to area

Shape irregular

View nature/res

Drainage runoff to ditch & culvert

Is the property located in a HUD Identified Special Flood Hazard Area? ☒ No ☐ Yes

Comments (favorable or unfavorable including any apparent adverse easements, encroachments, or other adverse conditions): The subject site does not appear to be in a FEMA designated flood zone. No adverse easements, encroachments or any other adverse conditions were noted by the appraiser. The subject is a garden level vacant lot of a developed subdivision.

MARKET DATA ANALYSIS

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to or more favorable than the subject property, a minus (-) adjustment is made thus reducing the indicated value of subject; if a significant item in the comparable is inferior to or less favorable than the subject property, a plus (+) adjustment is made thus increasing the indicated value of the subject.

ITEM	SUBJECT PROPERTY	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3	
Address	Unassigned 178th Ave NW Ramsey, 55303, Anoka Cnty	xxx25 Iman Ave NW Elk River, 55330, Anoka Cnty		xxx27 Iman Ave NW Elk River, 55330, Anoka Cnty		xxxx 222nd Ave NW Nowthen, MN 55330	
Proximity to Subject		1.44 miles NW		1.49 miles NW		5.61 miles N	
Sales Price	$ n/a		$ 52,250		$ 52,500		$ 25,000
Price	$		$ 17,131/ac		$ 20,834/ac		$ 7,716/ac
Data Source	inspect/county	County/RealtorMLS		County/RealtorMLS			
Date of Sale and Time Adjustment	DESCRIPTION n/a	DESCRIPTION 05/12 dom 1,304	+(-)$ Adjust.	DESCRIPTION 05/12 dom 206	+(-)$ Adjust.	DESCRIPTION 09/12 dom 1	+(-)$ Adjust.
Location	Ramsey	Nowthen		Nowthen		Nowthen	+2,500
Site/View	3.1 a., corner/res	3.05 a., corner/res	0	2.52 a., interior/res	+2,500	3.24 a.,cor/pd	-2,500
wooded	open	open		open		open	
topography	level/lookout	level/lookout		level/lookout		rolling/walkout	-2,500
utilities	ng/el/tele	ng/el/tele		ng/el/tele		lp/el/tele	+2,500
appeal	average	average		average		average	
Sales or Financing Concessions	n/a	Cash		Conventional		other 'reo'	+2,500
Net Adj. (Total)		☐ + ☐ -	$	☒ + ☐ -	$ 2,500	☒ + ☐ -	$ 2,500
Indicated Value of Subject			$ 52,250		$ 55,000		$ 27,500

Comments on Market Data: See General Text Addendum

RECONCILIATION

Comments and Conditions of Appraisal: The subject has not been sold within the last three years. No other previous sales were noted within the last one year for any of the comparable sales used in this report.

Final Reconciliation: The income and cost approaches to value were not used due to the lack of sufficient data with which to form a meaningful value estimate. The direct sales comparison approach is deemed to offer the most reliable indication of value. The final value is rounded up to the nearest $1,000 influenced by the adjusted values of comparables one and two.

I ESTIMATE THE MARKET VALUE, AS DEFINED, OF SUBJECT PROPERTY AS OF September 19, 2012 to be $ 49,000

David C. Hughes

David C. Hughes

Appraiser(s)

Review Appraiser (if applicable) ☐ Did ☐ Did Not Physically Inspect Property

[Y2K]

Supplemental Addendum

File No. 12SEP19D

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						

- **Market Data**

Due to a lack of recent sales in the pool of available data in the immediate neighborhood, some comparables are located across man made or natural boundaries. Markets are similar however a 10% location adjustment is made on comparable three as a result of distance from local and regional commerce. Comparables for the subject were dominated by short sales and bank owned 'reo' sales. The number of these types of sales has impacted the market value of all unimproved lots/land in this area. The use of these sales is reasonable as they have become a major influence on the value of the subject property. A 10% adjustment is made one comparable three for the stigma associated with a foreclosed bank owned sale. Comparable selection was made by choosing sales which have the most similar physical characteristics to the subject. A visual inspection was performed as part of the scope of work for this assignment. The comparables are located in similar rural/suburban settings. Most weight is place on comparables one and two.

DEFINITION OF MARKET VALUE: The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions* granted by anyone associated with the sale.

* Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgement.

STATEMENT OF LIMITING CONDITIONS AND APPRAISER'S CERTIFICATION

CONTINGENT AND LIMITING CONDITIONS: The appraiser's certification that appears in the appraisal report is subject to the following conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.

2. The appraiser has provided a sketch in the appraisal report to show approximate dimensions of the improvements and the sketch is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size.

3. The appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.

4. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.

5. The appraiser has estimated the value of the land in the cost approach at its highest and best use and the improvements at their contributory value. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used.

6. The appraiser has noted in the appraisal report any adverse conditions (such as, needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.

7. The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.

8. The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice.

9. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that completion of the improvements will be performed in a workmanlike manner.

10. The appraiser must provide his or her prior written consent before the lender/client specified in the appraisal report can distribute the appraisal report (including conclusions about the property value, the appraiser's identity and professional designations, and references to any professional appraisal organizations or the firm with which the appraiser is associated) to anyone other than the borrower; the mortgagee or its successors and assigns; the mortgage insurer; consultants; professional appraisal organizations; any state or federally approved financial institution; or any department, agency, or instrumentality of the United States or any state or the District of Columbia; except that the lender/client may distribute the property description section of the report only to data collection or reporting service(s) without having to obtain the appraiser's prior written consent. The appraiser's written consent and approval must also be obtained before the appraisal can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.

APPRAISER'S CERTIFICATION: The Appraiser certifies and agrees that:

1. I have researched the subject market area and have selected a minimum of three recent sales of properties most similar and proximate to the subject property for consideration in the sales comparison analysis and have made a dollar adjustment when appropriate to reflect the market reaction to those items of significant variation. If a significant item in a comparable property is superior to, or more favorable than, the subject property, I have made a negative adjustment to reduce the adjusted sales price of the comparable and, if a significant item in a comparable property is inferior to, or less favorable than the subject property, I have made a positive adjustment to increase the adjusted sales price of the comparable.

2. I have taken into consideration the factors that have an impact on value in my development of the estimate of market value in the appraisal report. I have not knowingly withheld any significant information from the appraisal report and I believe, to the best of my knowledge, that all statements and information in the appraisal report are true and correct.

3. I stated in the appraisal report only my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the contingent and limiting conditions specified in this form.

4. I have no present or prospective interest in the property that is the subject to this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or the estimate of market value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property.

5. I have no present or contemplated future interest in the subject property, and neither my current or future employment nor my compensation for performing this appraisal is contingent on the appraised value of the property.

6. I was not required to report a predetermined value or direction in value that favors the cause of the client or any related party, the amount of the value estimate, the attainment of a specific result, or the occurrence of a subsequent event in order to receive my compensation and/or employment for performing the appraisal. I did not base the appraisal report on a requested minimum valuation, a specific valuation, or the need to approve a specific mortgage loan.

7. I performed this appraisal in conformity with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place as of the effective date of this appraisal, with the exception of the departure provision of those Standards, which does not apply. I acknowledge that an estimate of a reasonable time for exposure in the open market is a condition in the definition of market value and the estimate I developed is consistent with the marketing time noted in the neighborhood section of this report, unless I have otherwise stated in the reconciliation section.

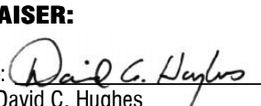
8. I have personally inspected the interior and exterior areas of the subject property and the exterior of all properties listed as comparables in the appraisal report. I further certify that I have noted any apparent or known adverse conditions in the subject improvements, on the subject site, or on any site within the immediate vicinity of the subject property of which I am aware and have made adjustments for these adverse conditions in my analysis of the property value to the extent that I had market evidence to support them. I have also commented about the effect of the adverse conditions on the marketability of the subject property.

9. I personally prepared all conclusions and opinions about the real estate that were set forth in the appraisal report. If I relied on significant professional assistance from any individual or individuals in the performance of the appraisal or the preparation of the appraisal report, I have named such individual(s) and disclosed the specific tasks performed by them in the reconciliation section of this appraisal report. I certify that any individual so named is qualified to perform the tasks. I have not authorized anyone to make a change to any item in the report; therefore, if an unauthorized change is made to the appraisal report, I will take no responsibility for it.

SUPERVISORY APPRAISER'S CERTIFICATION: If a supervisory appraiser signed the appraisal report, he or she certifies and agrees that: I directly supervise the appraiser who prepared the appraisal report, have reviewed the appraisal report, agree with the statements and conclusions of the appraiser, agree to be bound by the appraiser's certifications numbered 4 through 7 above, and am taking full responsibility for the appraisal and the appraisal report.

ADDRESS OF PROPERTY APPRAISED: Unassigned , Ramsey, MN 55303

APPRAISER:

Signature: 
Name: David C. Hughes
Date Signed: September 20, 2012
State Certification #: 20111284
or State License #:
State: MN
Expiration Date of Certification or License: 08/31/2014

SUPERVISORY APPRAISER (only if required):

Signature:
Name:
Date Signed:
State Certification #:
or State License #:
State:
Expiration Date of Certification or License:

☐ Did ☐ Did Not Inspect Property

Subject Photos

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						



Front View
Unassigned 178th Ave NW



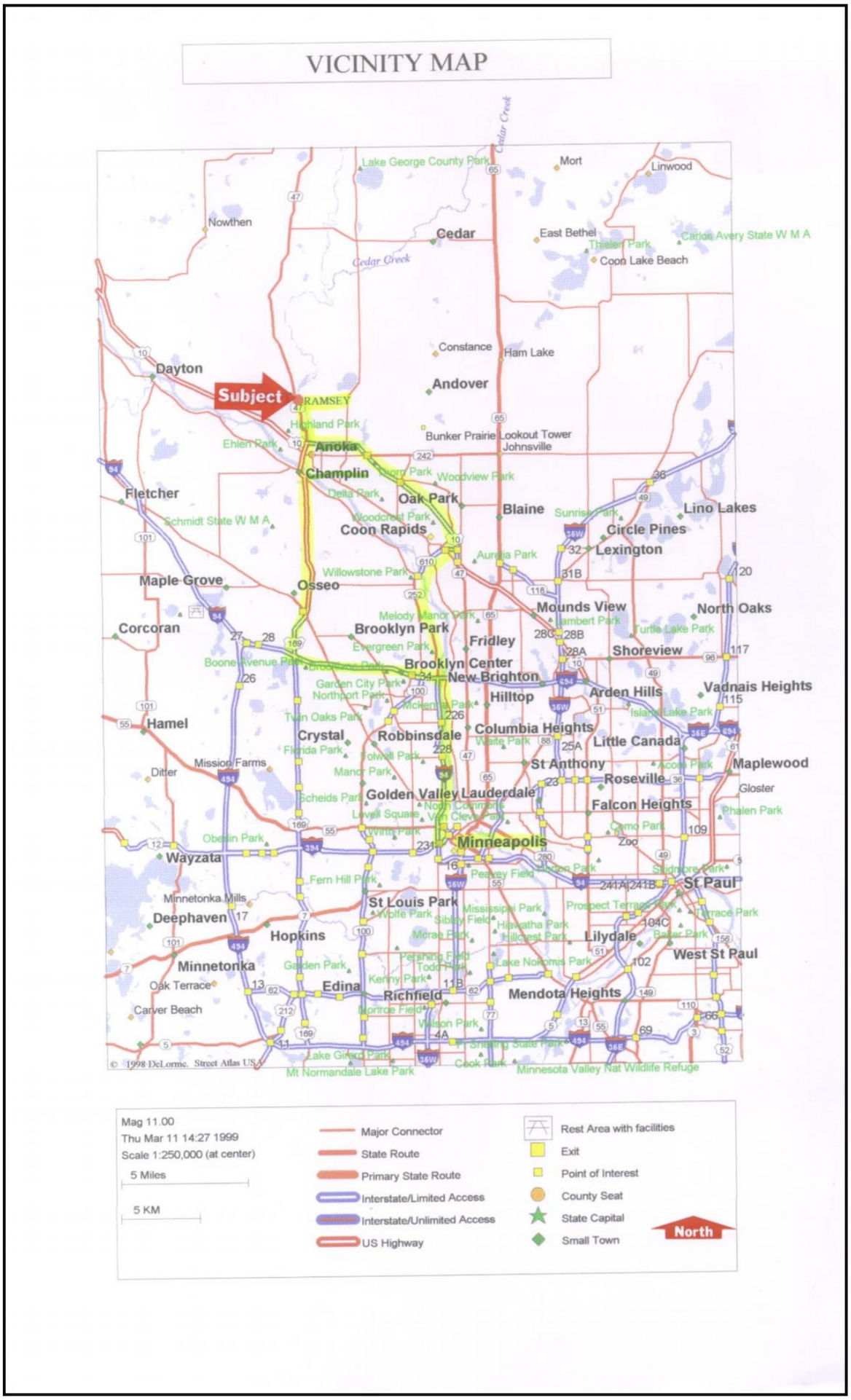
Rear View



Street View

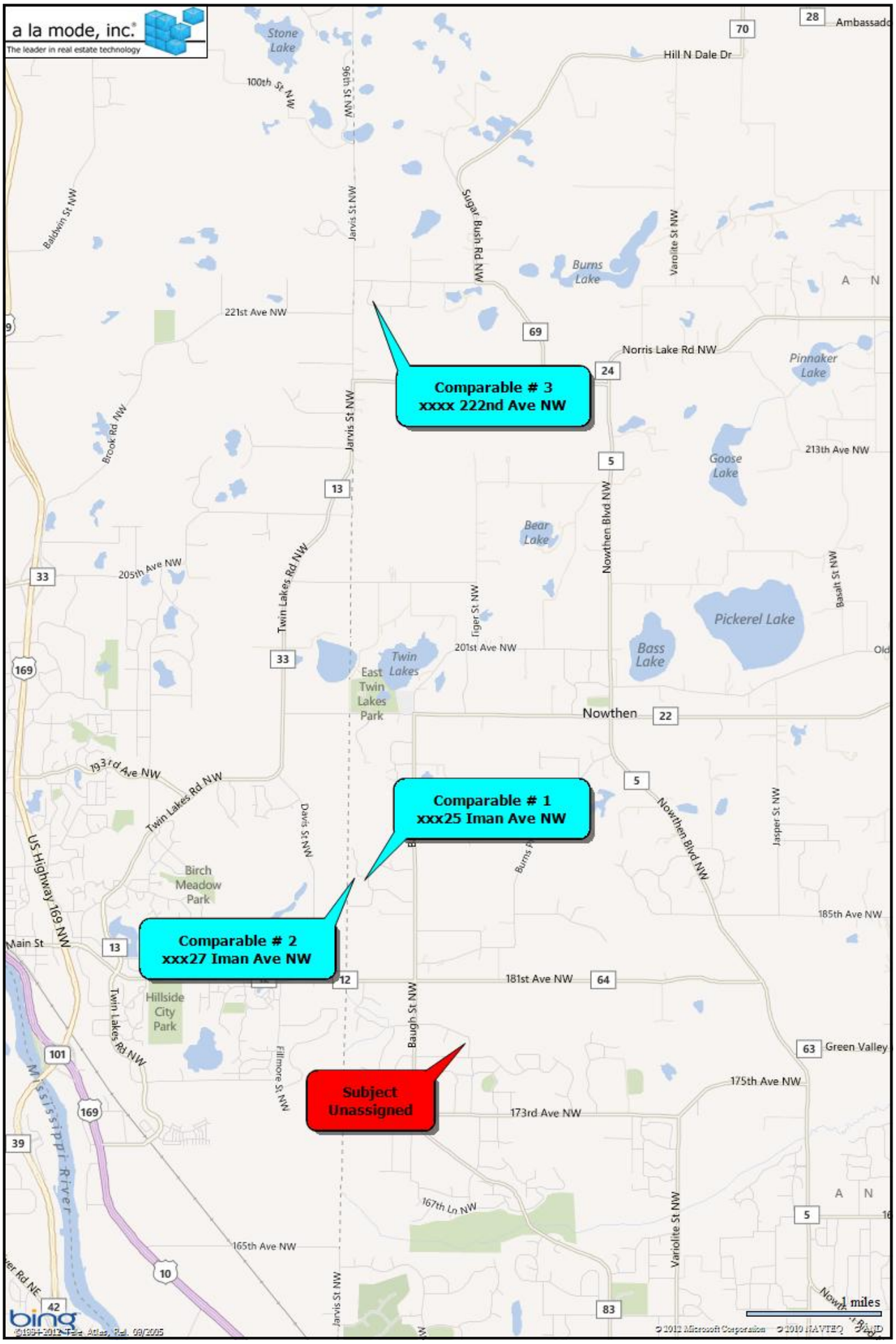
Vicinity Map

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						



Comparable Sales Map

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						



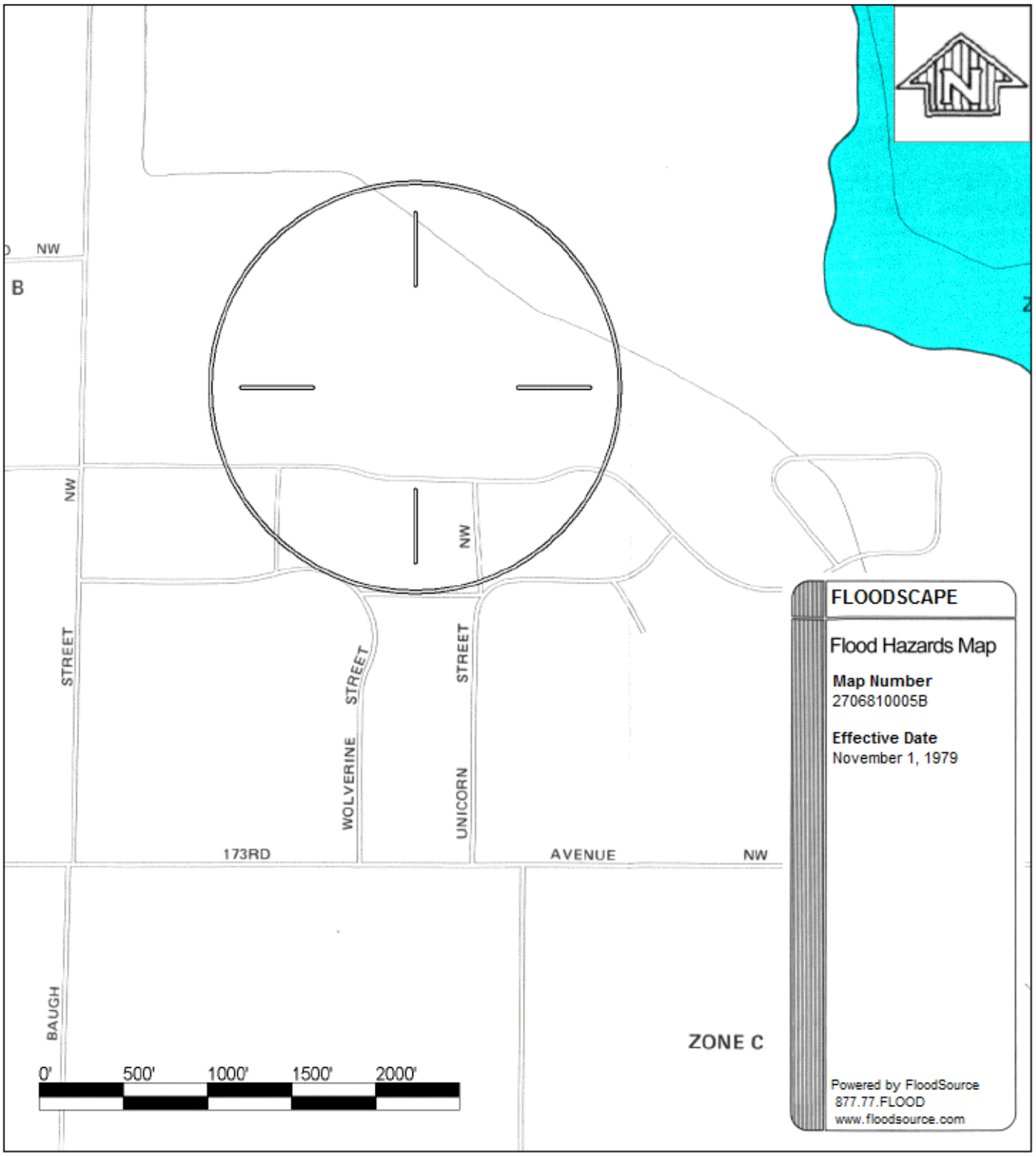
Flood Map

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						

InterFlood by a la mode
www.interflood.com • 1-800-252-6633

Prepared for:
Hughes Appraisal Services

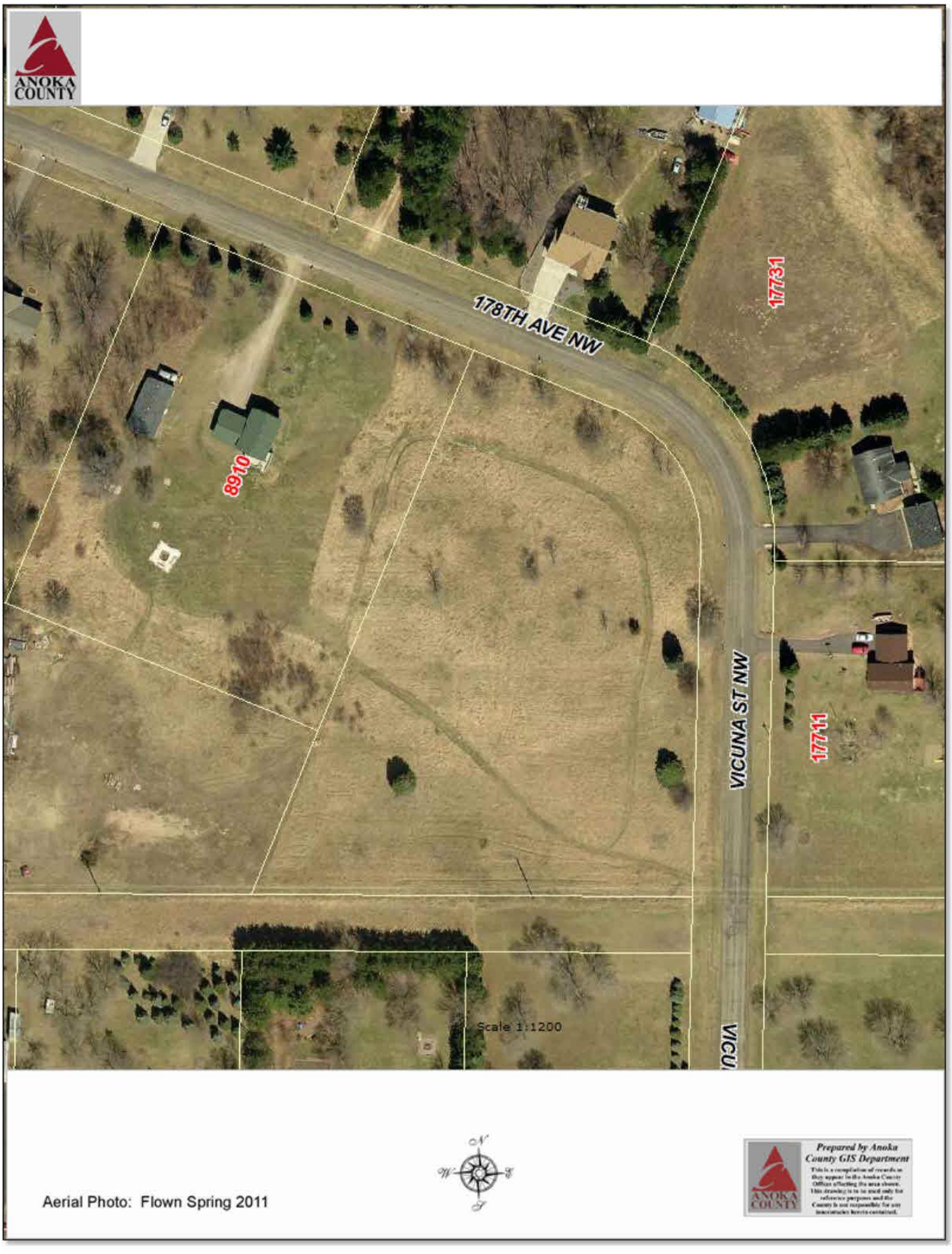
Unassigned
Ramsey, MN 55303



© 1999-2012 SourceProse and/or FloodSource Corporations. All rights reserved. Patents 6,631,326 and 6,678,615. Other patents pending. For Info: info@floodsource.com.

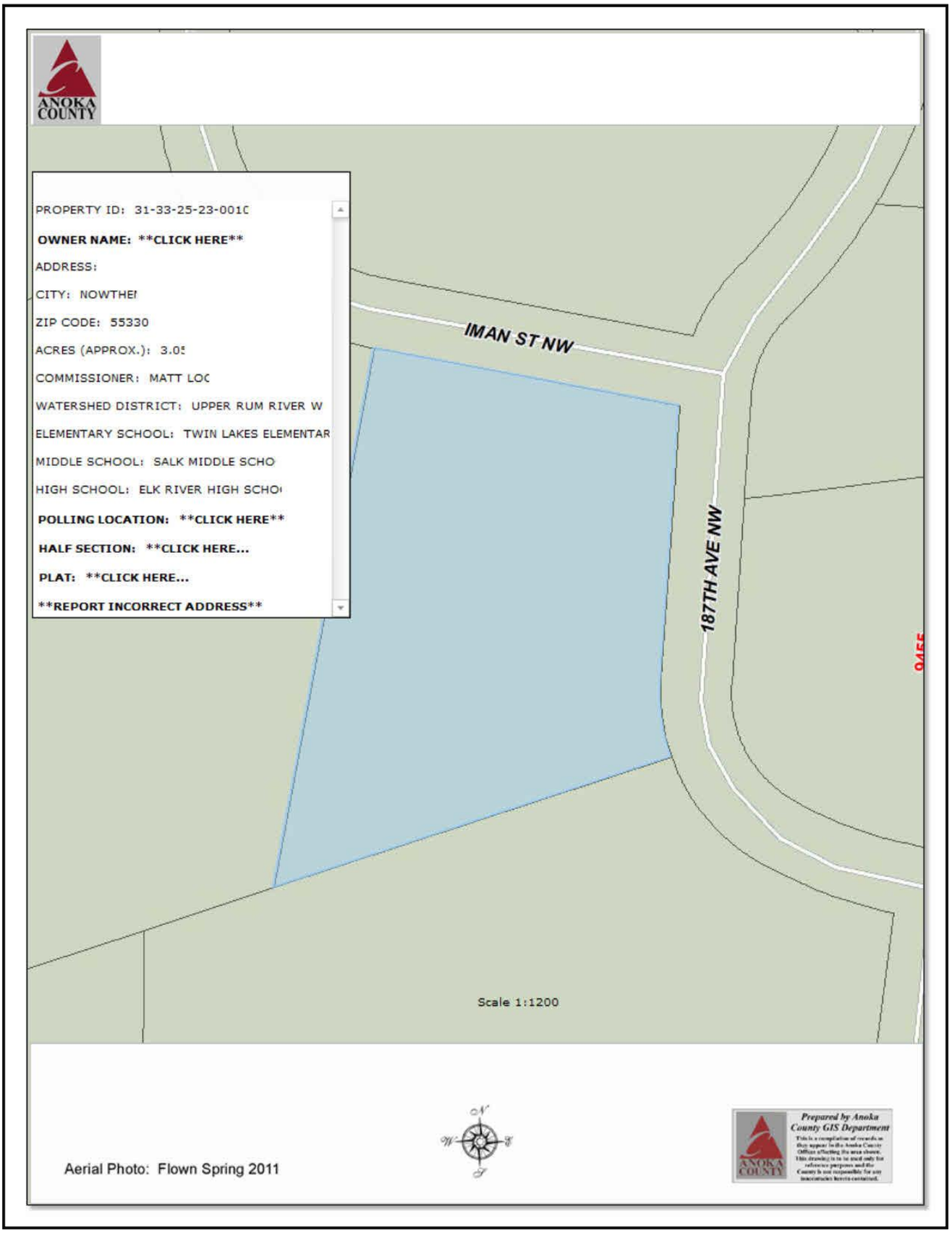
Subject Partial Plat Map

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						



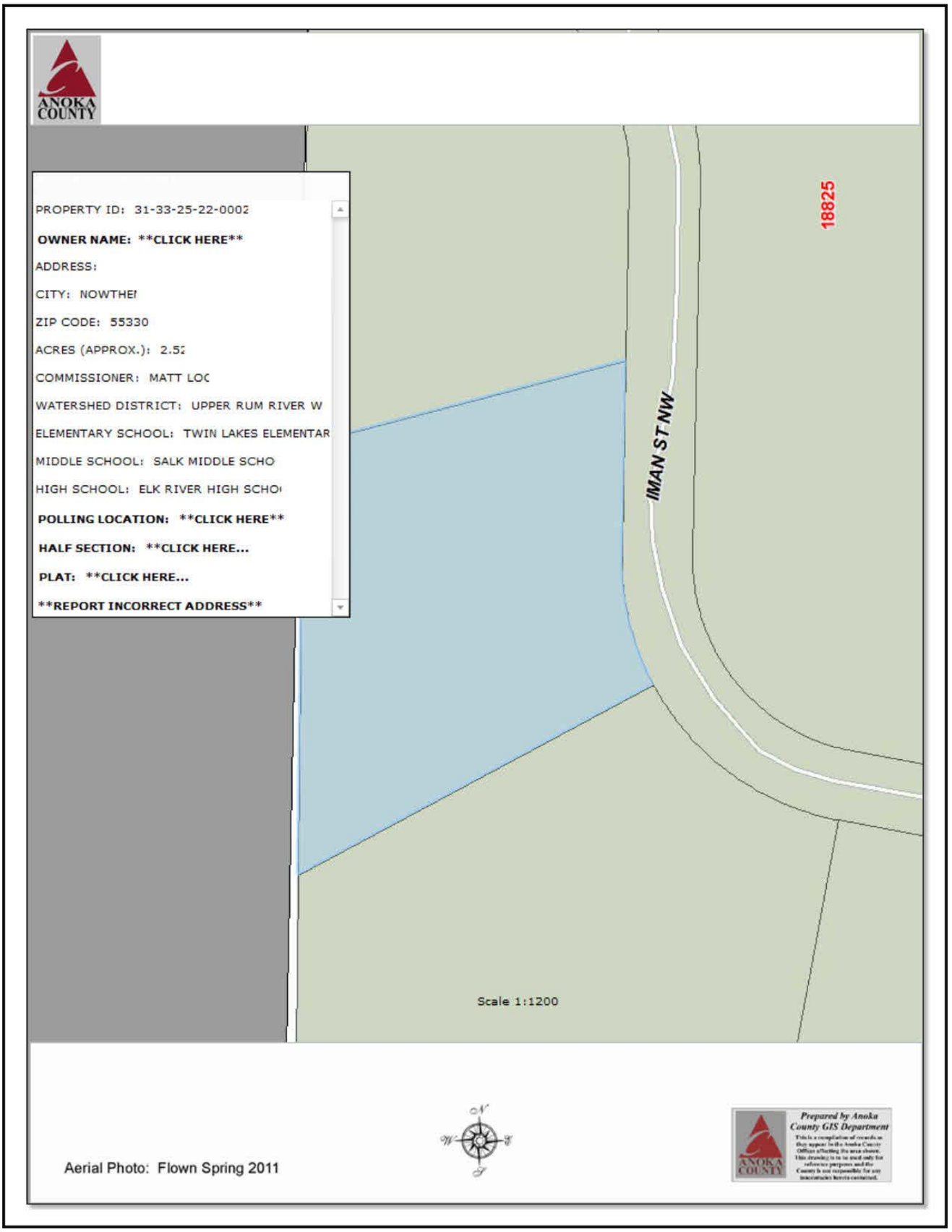
Comparable 1 Partial Plat Map

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						



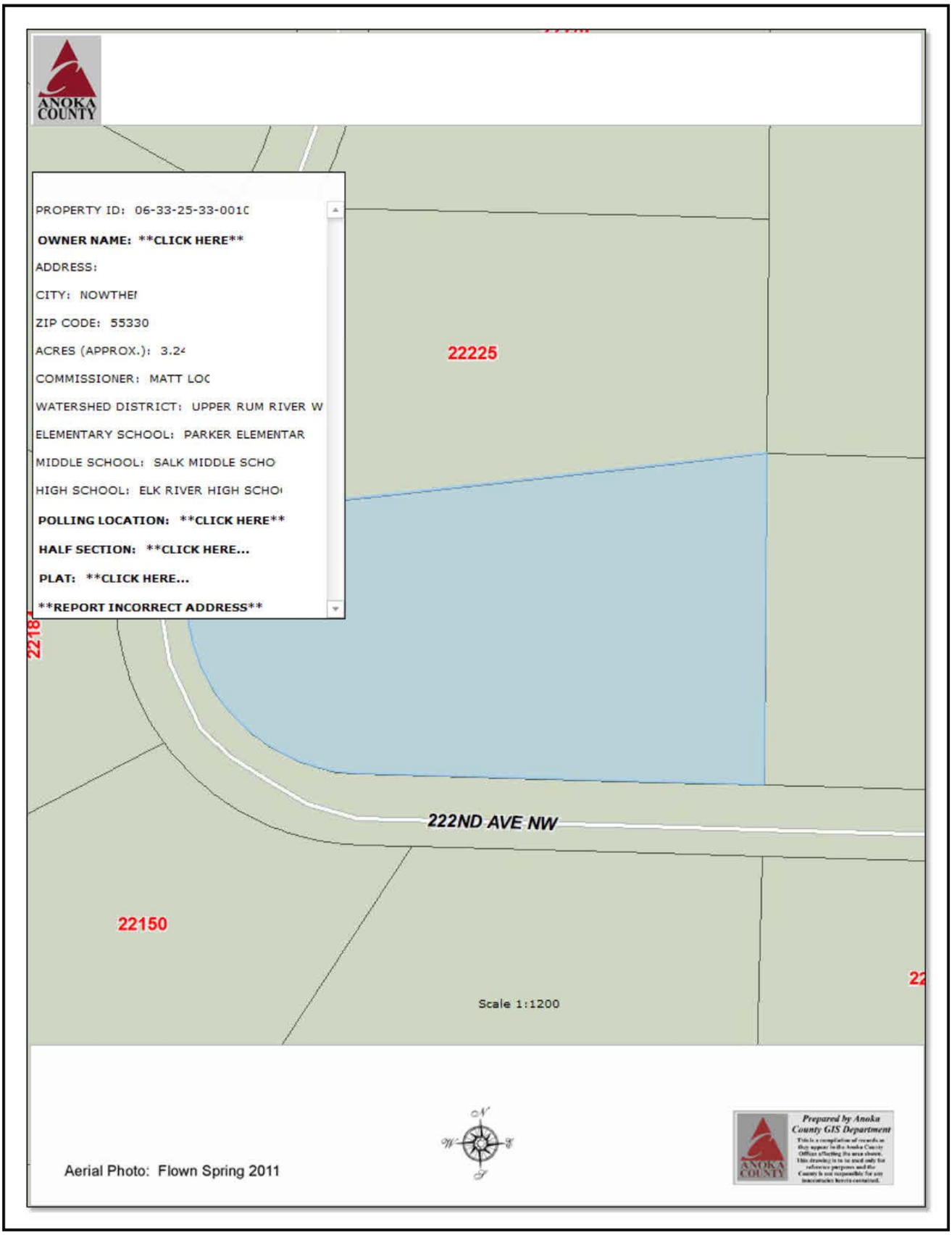
Comparable 2 Partial Plat Map

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						



Comparable 3 Partial Plat Map

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						



Resume

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						

DAVID C. HUGHES

Certified Residential Real Property Appraiser

Formal Education

Anoka Technical College (Architectural Tech) — Anoka, Minnesota
Centennial High School — Circle Pines, Minnesota

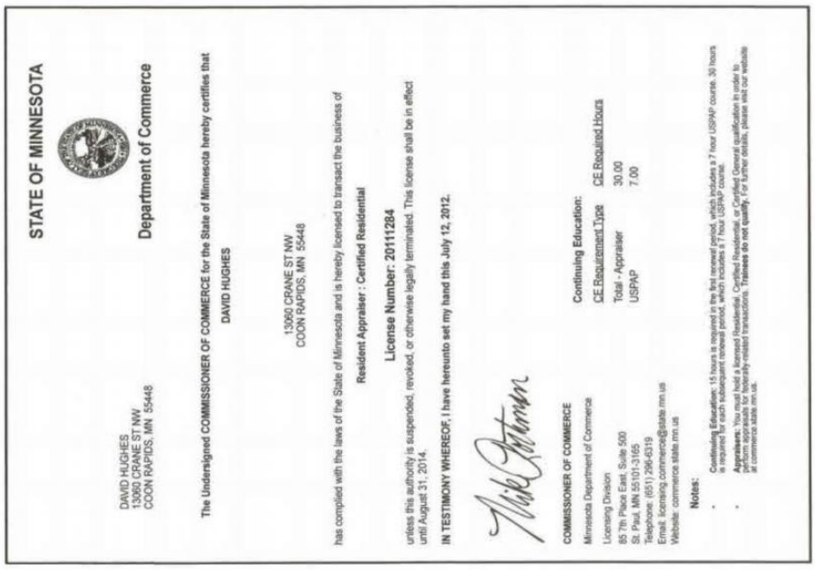
Professional Education

USPAP Update	2012	Kaplan
2011 Appraisal Update UAD	2011	Kaplan
USPAP Update	2011	Kaplan
Understanding Todays HVAC	2011	Kaplan
Design/Functional Utility	2010	Appraisal Institute
REO Appraisal	2010	Appraisal Institute
USPAP Update	2009	Kaplan
Form 1004MC & HVCC Conduct	2009	Kaplan
Assessment Laws & Procedures	2009	MN Assoc. of Assessing Officers
FHA Procedures & Roster Eligibility	2009	Appraisal Institute
Hire & Supervise New Appraisers	2008	Kaplan
Data Analysis Declining Mkt.	2008	Kaplan
Advanced Exteriors	2008	Kaplan
USPAP Update	2006	Prosourse
How to Perform an Appraisal Inspection	2005	Prosourse
How to Prepare The New URAR	2005	Prosourse
National USPAP update	2005	Prosourse
Small Residential Investment Properties	2004	Prosource
FHA Appraisals/New HUD Guidelines	2004	Prosource
National USPAP Course	2003	Prosource
USPAP Update	2002	Prosource
Fannie Mae Update Presentation	2001	National Association of Real Estate Appraisers
Frauds And Flips	2001	National Association of Real Estate Appraisers
Appraising the Single Family Residence	2001	National Association of Real Estate Appraisers
Appraisal Practices & Principals	2000	National Association of Real Estate Appraisers
Appraisal Guidelines & Updates	2000	National Association of Real Estate Appraisers
Appraisal Regulations	2000	National Association of Real Estate Appraisers
USPAP Update	2000	Prosource
Appraisal Office Management	1999	University of St. Thomas
Supporting Sales Grid Adjustments	1999	University of St. Thomas
Registered Home Inspector (RHI)	1998	Prosource
Introduction to Appraisal Principles I	1997	Prosource
Introduction to Appraisal Principles II	1997	Prosource
Introduction to Appraisal Practices I	1997	Prosource
Introduction to Appraisal Practices II	1997	Prosource
USPAP Standards & Ethics	1997	Prosource
Appraiser's guide to Residential Construction	1997	Prosource
Building Inspection Tech Course Studies	1994	North Hennepin Community College

Field Inspection Building Insp-Plan Review
Building Codes & Their Standards
Electrical Insp Building Insp-Dept. Admin

Professional History

Certified Real Property Appraiser	1997-Present	State of Minnesota
Structural Technician	1976-Present	Central Minnesota



STATE OF MINNESOTA
Department of Commerce

DAVID HUGHES
13060 CRANE ST NW
COON RAPIDS, MN 55448

The Undersigned COMMISSIONER OF COMMERCE for the State of Minnesota hereby certifies that
DAVID HUGHES
13060 CRANE ST NW
COON RAPIDS, MN 55448
has complied with the laws of the State of Minnesota and is hereby licensed to transact the business of
Resident Appraiser : Certified Residential
License Number: 20111284
unless this authority is suspended, revoked, or otherwise legally terminated. This license shall be in effect until August 31, 2014.
IN TESTIMONY WHEREOF, I have hereunto set my hand this July 12, 2012.

COMMISSIONER OF COMMERCE
Minnesota Department of Commerce
Licensing Division
85 7th Place East, Suite 500
St. Paul, MN 55101-3165
Telephone: (651) 296-6319
Email: licensing.commerce@state.mn.us
Website: commerce.state.mn.us

Continuing Education:

CE Requirement Type	CE Required Hours
Total - Appraiser	30.00
USPAP	7.00

Notes:
- Continuing Education: 15 hours is required in the first renewal period, which includes a 7 hour USPAP course. 30 hours is required for each subsequent renewal period, which includes a 7 hour USPAP course.
- Appraisers: You must hold a licensed Residential, Certified Residential, or Certified General qualification in order to appraise non-complex one-family residential transactions. Trainees do not qualify. For further details, please visit our website at commerce.state.mn.us.

Engagement Letter

Client	City of Ramsey						
Property Address	Unassigned						
City	Ramsey	County	Anoka	State	MN	Zip Code	55303
Lender/Client	City of Ramsey						

Mark

---------- Forwarded message ----------
From: "Patrick Brama" <pbrama@ci.ramsey.mn.us>
Date: Sep 17, 2012 4:59 PM
Subject: RE: Estimate for an apprasial
To: "Mark Schwab" <mrsinc55@gmail.com>

Mark,

Per our phone conversation, please move forward with apprising the said property below (and attached). Please note, said property is currently zoned public/quasi-public and is being rezoned to R-1 residential. Please appraise as R-1 residential.

Thank you for your assistance.

Patrick J. Brama

http://web.mail.comcast.net/zimbra/h/printmessage?id=317941&tz=America/Chicago&xim=1 9/20/2012

Date

Address
Address
Address

Name:

You are receiving this notification because you are either a property owner living near the subject property mentioned below, or you have previously expressed interest in the matter discussed below.

This letter is notification that the Ramsey City Council will be considering the sale of the parcel known as Windsorwood, located off 176th and Vicuna Street NW, at a City Council worksession (meeting) on Tuesday, July 24 at 6:00 p.m. in the Lake Itasca Room, Ramsey Municipal Center.

Sale of the Windsorwood parcel is being considered by the City Council because this parcel is uneeded for current and future City uses.

Persons wishing to comment, ask questions or find more information on the potential sale of the Windsorwood parcel are encouraged to attend the Mayor's Town Hall meeting on Thursday July 19, 7:00 p.m. in the Lake Itasca Room, Ramsey Municipal Center or contact Patrick Brama.

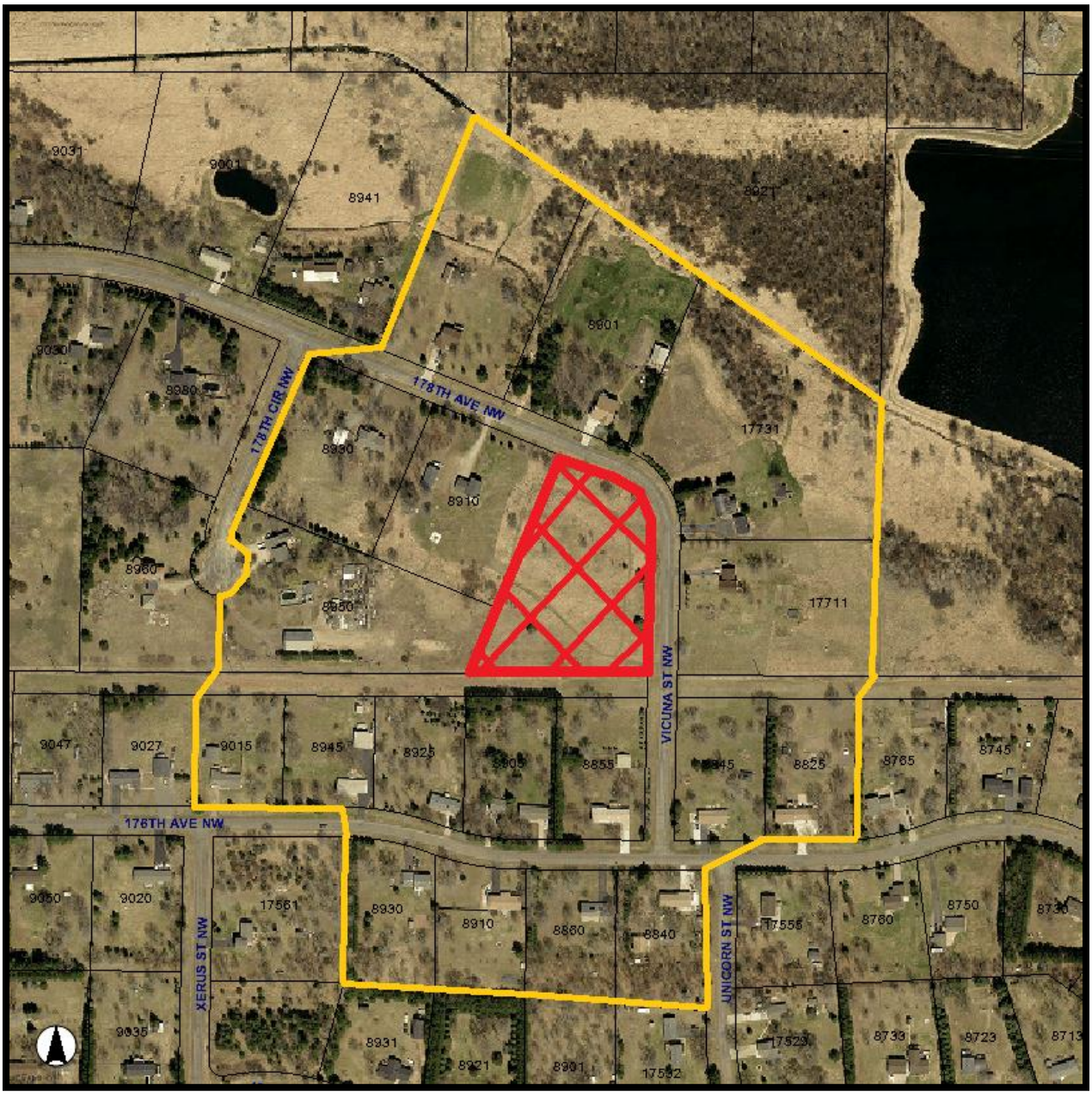
Best Regards,

Patrick J. Brama

Patrick J. Brama
Management Analyst, City of Ramsey
OFFICE: (763) 433-9903 ***CELL:*** (763) 412-7609
ADDRESS: 7550 Sunwood Drive NW, Ramsey, MN 55303

Enclosures (1)
Subject Property Map

SUBJECT PROPERTY: Windsorwood **(Red)**, 176th and Vicuna Street NW
PID 063225140009



Date

Address
Address
Address

Name:

You are receiving this notification because you are either a property owner living near the subject property mentioned below, or you have previously expressed interest in the matter discussed below.

This letter is notification that the Ramsey City Council will be considering the sale of the parcel known as Windsorwood, located off 176th and Vicuna Street NW, at a City Council worksession (meeting) on Tuesday, July 31 at 6:00 p.m. in the Lake Itasca Room, Ramsey Municipal Center.

NOTE: this is a different meeting time than indicated in the original letter sent regarding this matter.

Sale of the Windsorwood parcel is being considered by the City Council because this parcel is uneeded for current and future City uses. Persons wishing to comment, ask questions or find more information on the potential sale of the Windsorwood parcel are encouraged to attend this meeting.

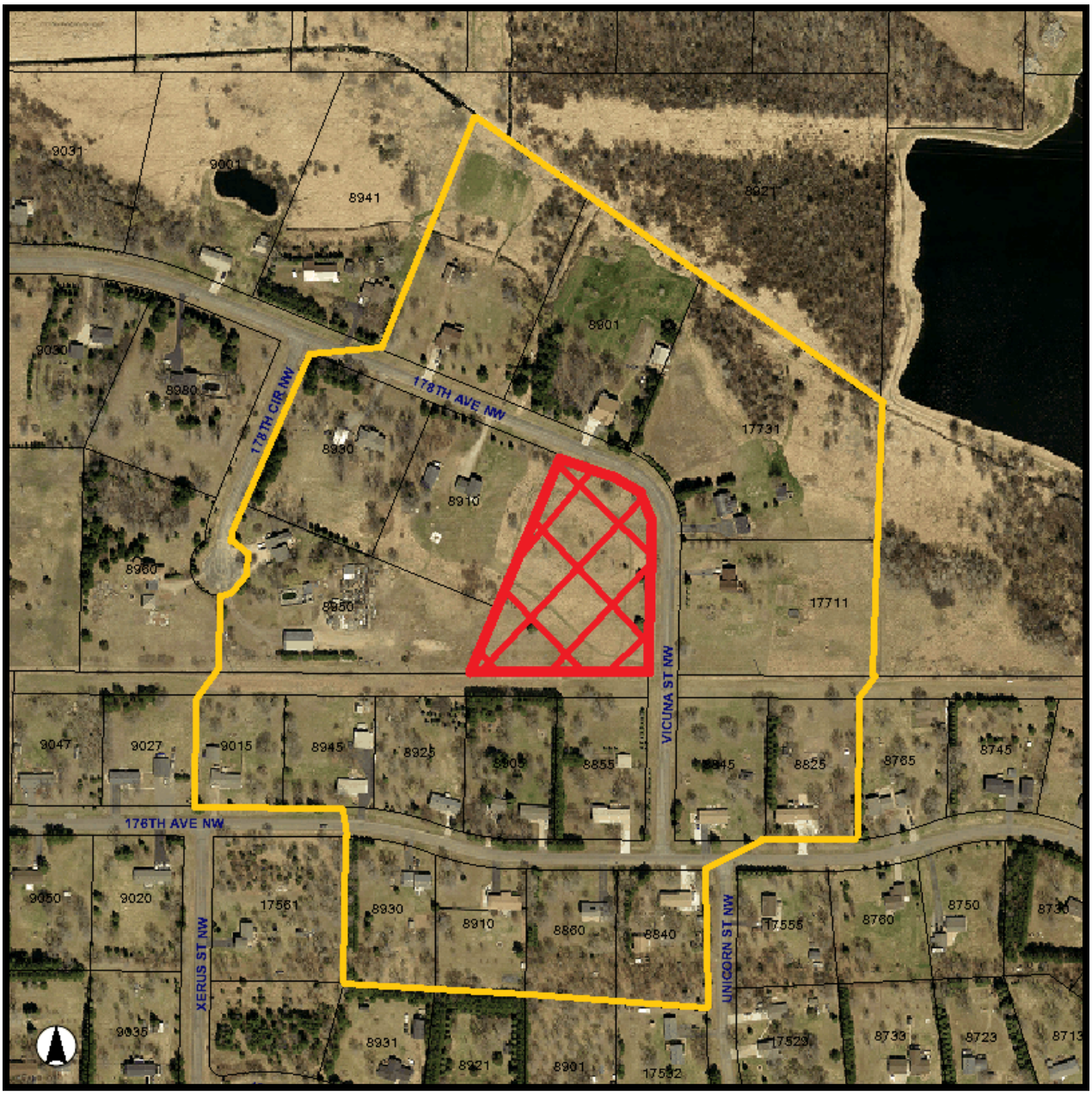
Best Regards,

Patrick J. Brama

Patrick J. Brama
Management Analyst, City of Ramsey
OFFICE: (763) 433-9903 ***CELL:*** (763) 412-7609
ADDRESS: 7550 Sunwood Drive NW, Ramsey, MN 55303

Enclosures (1)
Subject Property Map

SUBJECT PROPERTY: Windsorwood **(Red)**, 176th and Vicuna Street NW
PID 063225140009



Date

Address
Address
Address

Name:

You are receiving this notification because you are either a property owner living near the subject property mentioned below, or you have previously expressed interest in the matter discussed below.

This letter is notification the Ramsey City Council has approved selling the parcel known as Windsorwood, located off 176th and Vicuna Street NW. The Ramsey City Council has directed City Staff to work with surrounding property owners (within 700') of the Subject Property to negotiate a sale.

Sale of the Windsorwood parcel is being considered by the City Council because this parcel is unneeded for current and future City uses.

If you are interested in purchasing the Subject Property, please contact Patrick Brama by Friday, November 2, 2012. After November 2, Staff will contact said interested buyers to negotiate a sale of the Subject Property.

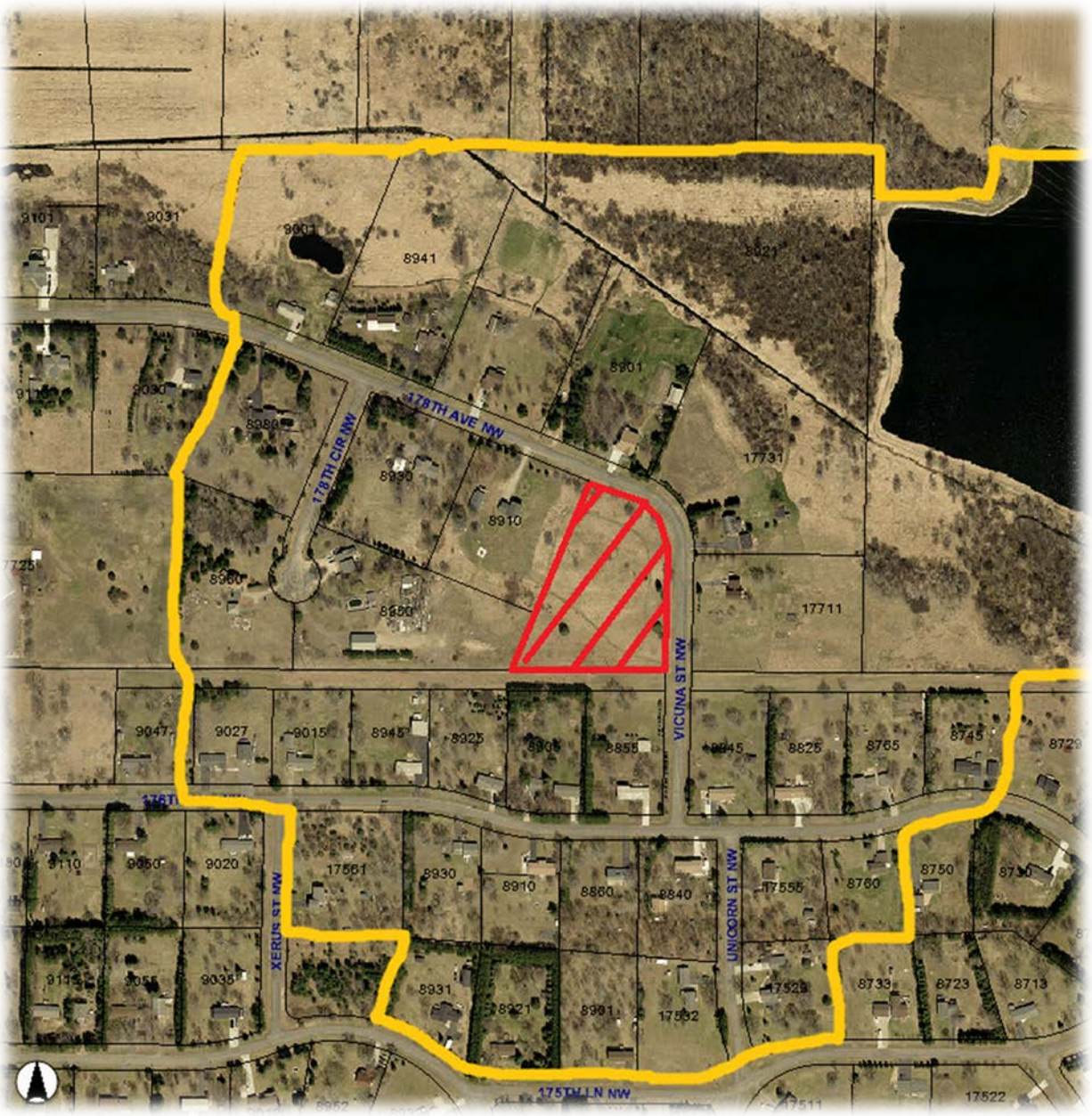
Best Regards,

Patrick J. Brama

Patrick J. Brama
Management Analyst, City of Ramsey
OFFICE: (763) 433-9903 ***CELL:*** (763) 412-7609
ADDRESS: 7550 Sunwood Drive NW, Ramsey, MN 55303

Enclosures (1)
Subject Property Map

SUBJECT PROPERTY: Windsorwood **(Red)**, 176th and Vicuna Street NW
PID 063225140009



November 21, 2012

Brian Hansen
8910 178th Ave NW
Ramsey, MN 55303

Brian Hansen:

You are receiving this notification because you have expressed interest in purchasing the Subject Property outlined below.

> Subject Property: Windsorwood, located off 176th & Vicuna Street NW, PID 063225140009, LOT 9 BLK 2 WINDSORWOOD

As you have been informed, the County places a value of $50,000 on the Subject Property. The City recently obtained an appraisal for the Subject Property, and it came in near the County valuation. The estimated annual property taxes for 2013 are $498. The property is now zoned R1-Residential.

The City will be accepting written offers for the Subject Property until Friday, December 7, 2012. Upon review of said offers, the City will contact interested parties to negotiate a sale.

Please contact Patrick Brama with any comments, questions or concerns.

Best Regards,

Patrick J. Brama

Patrick J. Brama
Management Analyst, City of Ramsey

OFFICE: (763) 433-9903 ***CELL:*** (763) 412-7609
ADDRESS: 7550 Sunwood Drive NW, Ramsey, MN 55303

December 26, 2012

David Pomroy
8950 178th Circle NW
Ramsey, MN 55303

Mr. Pomroy:

You are receiving this notification because you have expressed interest in purchasing the Subject Property outlined below.

> "Subject Property": Windsorwood, located off 176th & Vicuna Street NW, PID 063225140009, LOT 9 BLK 2 WINDSORWOOD

The City has received your written offer of $40,000 for the Subject Property, dated December 13, 2012.

The City Council will be discussing your offer on Tuesday, January 8, 2013 at a closed session City Council worksession (meeting). You will be contacted on Wednesday, January 9, 2013 with a response from the City Council.

Please contact Patrick Brama with any comments, questions or concerns.

Best Regards,

Patrick J. Brama

Patrick J. Brama
Management Analyst, City of Ramsey

OFFICE: (763) 433-9903 ***CELL:*** (763) 412-7609
ADDRESS: 7550 Sunwood Drive NW, Ramsey, MN 55303

January 13, 2013

David Pomroy
8950 178th Circle NW
Ramsey, MN 55303

Mr. Pomroy:

You are receiving this notification because you have expressed interest in purchasing the Subject Property outlined below.

> "Subject Property": Windsorwood, located off 176th & Vicuna Street NW, PID 063225140009, LOT 9 BLK 2 WINDSORWOOD

The City has received your written offer of $40,000 for the Subject Property, dated December 13, 2012. The City Council discussed your offer on Tuesday, January 8, 2013 at a closed session City Council meeting.

The City Council is countering your original offer with a reduced asking price of $44,100 (90% of appraised value, $49,000).

Please submit your response in writing by Friday, January 25, 2013. Please contact Patrick Brama with any comments, questions or concerns.

Best Regards,

Patrick J. Brama

Patrick J. Brama
Management Analyst, City of Ramsey

OFFICE: (763) 433-9903 ***CELL:*** (763) 412-7609
ADDRESS: 7550 Sunwood Drive NW, Ramsey, MN 55303

February 4, 2013

David Pomroy
8950 178th Circle NW
Ramsey, MN 55303

Mr. Pomroy:

You are receiving this notification because you have expressed interest in purchasing the Subject Property outlined below.

> "Subject Property": Windsorwood, located off 176th & Vicuna Street NW, PID 063225140009, LOT 9 BLK 2 WINDSORWOOD

The City has received your second written offer of $42,000 for the Subject Property, dated January 25, 2013. The City Council will discuss your offer on Tuesday, February 12, 2013 at a closed session City Council meeting (7:00pm).

Please contact Patrick Brama with any comments, questions or concerns.

Best Regards,

Patrick J. Brama

Patrick J. Brama
Management Analyst, City of Ramsey

OFFICE: (763) 433-9903 ***CELL:*** (763) 412-7609
ADDRESS: 7550 Sunwood Drive NW, Ramsey, MN 55303

DEC 13, 20012
Thursday.

Att Patrick Brama:

To David Domroy would like make an offer of $140,000 on property located on 176th Vicuna street N.W. PID06322-514009,
Lot 9 BLK 2 WINDSORWOOD.

Thank you for taking consideration,

Dave Domroy

January 25, 2013

Attention: Patrick Brama,

I DAVID POMROY would like to make my final offer of $[redacted] for the property located on 178th + Vicuna street N.W.
PID P6322514 0009 Lot 9 BLOCK 2 Windsorwood.

THANK YOU
Dave Pomroy

CC Regular Session **7. 6.**

Meeting Date: 02/12/2013

Submitted For: Kurt Ulrich **By:** Bill Goodrich, Administrative Services

Information

Title:

Consider purchase of 14590 Armstrong Blvd. NW, Ramsey, Minnesota (Wiser Choice Liquor Store) from M&W Holding Company, LLC. (the "Property") **PORTIONS OF THIS DISCUSSION MAY BE CLOSED TO THE PUBLIC.**

Background:

Staff has received a counteroffer from the Seller to the City's offer to purchase the Property authorized by the Council in closed session on January 22, 2013.

Observations/Alternatives:

The counteroffer will be presented in closed session for Council consideration/response.

Recommendation:

Staff recommends closing the meeting to consider the counteroffer.

Funding Source:

N/A

Council Action:

Motion to close the meeting to consider a counteroffer from the Seller for the purchase by the City of the Property located at 14590 Armstrong Blvd. The closed meeting is pursuant to the authority granted by Minn. Stat. §13D.05, Subd. 3(c).

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:24 PM

Form Started By: Bill Goodrich Started On: 02/06/2013 12:31 PM

Final Approval Date: 02/07/2013

CC Regular Session **7. 7.**

Meeting Date: 02/12/2013

Submitted For: Kurt Ulrich **By:** Bill Goodrich, Administrative Services

Information

Title:

Attorney-Client Privileged Discussion regarding the pending Isanti County District Court lawsuit titled "County of Isanti, Plaintiff, vs. Kieth Kiefer, Defendant, vs. City of Ramsey and City Administrator, Kurtis Ulrich, in his official capacity and individually, Third Party Defendants."

Background:

The City Council will meet with its legal council to discuss the pending case. The City Council last discussed this matter in a closed meeting on December 11, 2012. Since that date additional information has been obtained which will be presented to the Council in a closed meeting session.

This is an Attorney-Client privileged discussion and this portion of the meeting will be closed to the public as allowed by Minnesota Statutes, Section 13D.015, Subd. 3(b) in order to discuss litigation strategy regarding this pending lawsuit.

Recommendation:

Based on Discussion.

Funding Source:

Not Applicable

Council Action:

Based on Discussion.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	02/07/2013 02:26 PM

Form Started By: Bill Goodrich Started On: 02/06/2013 02:27 PM

Final Approval Date: 02/07/2013