City of Ramsey
Agenda
Regular City Council
Tuesday April 9, 2013
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation - Robin Roland, State Representative for the Government Finance Officer's Association, will be presenting the Certificate of Achievement in Financial Reporting.

1. Presentation of the Certificate of Achievement in Financial Reporting - Background

3. Citizen Input

4. Consent Agenda

1. Receive 2013 Building Division Month End Report: March

2. Note the Following Boards and Commissions Meeting Minutes:

Economic Development Authority Meeting Minutes Dated January 10, 2013
Economic Development Authority Meeting Minutes Dated February 14, 2013
Environmental Policy Board Meeting Minutes Dated February 4 , 2013
Environmental Policy Board Meeting Minutes Dated March 4, 2013

3. Approve License Applications

4. Approve the Following Meeting Minutes:
1. City Council Work Session - February 5, 2013
2. City Council Work Session - March 5, 2013
3. City Council Work Session - March 12, 2013
4. City Council Regular Session - March 12, 2013
5. City Council Work Session - March 19, 2013
6. City Council Work Session - March 26, 2013
7. City Council Regular Session - March 26, 2013

5. Introduce Ordinance #13-09 to Vacate an Easement for Street and Utility Purposes on Lots 1 & 2 Block 1 Park 67 Industrial Park; Case of Sharp & Associates and Transwest, LLC

6. Adopt Resolution #13-04-066 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 21, 2013 through April 3, 2013

7. Adopt Resolution #13-04-070 Supporting Legislation Authorizing the Establishment of Municipal Street Improvement Districts

8. Adopt Updated *MUNICIPAL CENTER FACILITY USE & RENTAL POLICY*

9. Report from Public Works Committee meeting dated March 19, 2013.
1. Nominate Chair and Vice-Chair for the PW Committee: *Ratify the recommendation of the PW Committee and approve Councilmember Backous as Chair and Councilmember Kuzma as Vice-Chair.*
2. Consider Interim Trail in the Right-of-Way of US Highways 10 and 169: *Ratify the recommendation of the PW Committee and address the request for a temporary trail within the right-of-way of Highways 10 and 169 between Bowers Drive and Llama Street by altering driveway/ditch approaches, etc. such that a trail may be mowed by the City a few times a year at minimal expense and direct staff to investigate the permanent grant funded bituminous trail for construction in 2013 with reimbursement of Federal monies at some point in 2015.*
3. Review Automated Vehicle Locater (AVL) System and Consider Purchase: *Ratify the recommendation of the PW Committee and approve staff to purchase* the Precise MRM system and installation in all large plow equipment and sidewalk cleaning machine.

5. Approve Agenda

6. Public Hearing

7. Council Business

1. Authorize Contracted Mowing Services for The Draw, Municipal Center, and the Northstar Commuter Rail Station

2. Approve Play Structure for North Commons

3. Adopt Ordinance 13-08 to Sell Surplus City Owned Land

4. Approve Amended Easement for Emergency Egress - Ramsey Rail Station

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 04/09/2013

By: Jo Thieling, Administrative Services

Information

Title:

Presentation of the Certificate of Achievement in Financial Reporting - Background

Background:

The Government Finance Officers Association (GFOA) has awarded the City of Ramsey the Certificate of Achievement for Excellence in Financial Reporting. This is the 18th consecutive year (1994 - 2011) the City of Ramsey has received this distinguished award. Established in 1945, the Certificate of Achievement for Excellence in Financial Reporting Program encourages government entities to go beyond the maximum requirements of Generally Accepted Accounting Principles to prepare comprehensive annual financial reports that promote transparency and full disclosure. The City of Ramsey is one of only 96 other Minnesota cities to receive this recognition for reporting year 2010 positioning the City in an elite group of government entities with superior reporting practices.

Funding Source:

N/A

Council Action:

N/A

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Jo Thieling	04/04/2013 04:52 PM

Form Started By: Jo Thieling Started On: 04/04/2013 04:48 PM

Final Approval Date: 04/04/2013

CC Regular Session **4. 1.**

Meeting Date: 04/09/2013

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

Information

Title:

Receive 2013 Building Division Month End Report: March

Background:

Attached is the Monthly Building Permit Report for March 2013.

Council Action:

Motion to receive the Building Permit Report for March 2013.

Attachments

March Detail Report

March Summary Report

Form Review

Inbox	Reviewed By	Date
Katy Okerstrom	Katy Okerstrom	04/03/2013 08:26 AM
Tim Gladhill	Tim Gladhill	04/03/2013 02:00 PM
Kurt Ulrich	Kurt Ulrich	04/04/2013 03:53 PM

Form Started By: MaryJo Warner Started On: 04/01/2013 03:55 PM

Final Approval Date: 04/04/2013

Report Name:
Permits Issued with Description
Issued Dates:
3/1/2013 to 3/31/2013

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Building				
Commercial				
Build-Out	1	2,160.75	1,404.49	283,646
Interior	1	585.00	380.25	41,000
Sub Total:	**2**	**2,745.75**	**1,784.74**	**324,646**
Residential				
Accessory Structure	1	250.75	162.99	13,537
Basement Finish	5	705.00	0.00	0
Dwelling	2	171.00	50.05	2,600
Fireplace	1	94.00	0.00	0
Miscellaneous	2	141.00	0.00	0
Multi-Family Unit	10	19,851.50	9,848.50	1,762,403
New Dwelling	8	19,186.00	6,948.92	1,918,829
Siding	1	94.00	0.00	0
Siding & Window Replacement	1	188.00	0.00	0
Window Replacement	2	188.00	0.00	0
Sub Total:	**33**	**40,869.25**	**17,010.46**	**3,697,369**
TOTAL:	**35**	**43,615.00**	**18,795.20**	**4,022,015**
Electrical				
Commercial				
Alteration	2	145.00	0.00	0
Build-Out	2	9,086.00	0.00	0
Miscellaneous	5	294.00	0.00	0
Sub Total:	**9**	**9,525.00**	**0.00**	**0**
Residential				
Accessory Structure	1	70.00	0.00	0
Air Conditioner	1	35.00	0.00	0
Basement Finish	8	561.00	0.00	0
Dwelling	8	1,005.00	0.00	0
Miscellaneous	5	175.00	0.00	0
Order For Payment	4	140.00	0.00	0
Panel	1	50.00	0.00	0
Sub Total:	**28**	**2,036.00**	**0.00**	**0**
TOTAL:	**37**	**11,561.00**	**0.00**	**0**
Fire				
Burning				
Residential	1	25.00	0.00	0
Sub Total:	**1**	**25.00**	**0.00**	**0**
Fire Alarm / Device				
Commercial	1	215.00	0.00	0
Sub Total:	**1**	**215.00**	**0.00**	**0**

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
TOTAL:	**2**	**240.00**	**0.00**	**0**
Mechanical				
Commercial				
Interior Remodel	1	100.00	0.00	5,000
New Building	1	240.00	0.00	24,000
Sub Total:	**2**	**340.00**	**0.00**	**29,000**
Residential				
Air Conditioner	1	47.00	0.00	0
Furnace	6	282.00	0.00	0
Furnace & Air Conditioner	2	94.00	0.00	0
Miscellaneous	1	47.00	0.00	0
Sub Total:	**10**	**470.00**	**0.00**	**0**
TOTAL:	**12**	**810.00**	**0.00**	**29,000**
Plumbing				
Commercial				
Build-Out	1	514.00	0.00	51,400
Sub Total:	**1**	**514.00**	**0.00**	**51,400**
Residential				
Dwelling	2	188.00	0.00	0
Water Heater	2	94.00	0.00	0
Water Heater & Water Softener	1	62.00	0.00	0
Water Softener	9	135.00	0.00	0
Sub Total:	**14**	**479.00**	**0.00**	**0**
TOTAL:	**15**	**993.00**	**0.00**	**51,400**
Sign				
Commercial				
Permenant	1	100.00	0.00	0
Temporary	1	25.00	0.00	0
Sub Total:	**2**	**125.00**	**0.00**	**0**
TOTAL:	**2**	**125.00**	**0.00**	**0**
Temporary Use				
Residential				
Landscape	8	52,000.00	0.00	0
Sub Total:	**8**	**52,000.00**	**0.00**	**0**
TOTAL:	**8**	**52,000.00**	**0.00**	**0**
Zoning				
Residential				
Fence	1	25.00	0.00	0

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Sub Total:	**1**	**25.00**	**0.00**	**0**
TOTAL:	**1**	**25.00**	**0.00**	**0**
Grand Total:	**112**	**109,369.00**	**18,795.20**	**4,102,415**

Report Name: PermitsIssued
Permit Category: All Permits

City of Ramsey
Permits Issued

	CURRENT RANGE 3/1/2013 - 3/31/2013				PREVIOUS RANGE 3/1/2012 - 3/31/2012			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Building								
Commercial	2	2,745.75	324,646.00	1,784.74	5	34,750.75	7,531,307.00	22,587.99
Residential	33	40,869.25	3,697,369.00	17,010.46	35	19,276.00	1,221,351.00	4,342.43
Subtotal	35	43,615.00	4,022,015.00	18,795.20	40	54,026.75	8,752,658.00	26,930.42
Electrical								
Commercial	9	9,525.00	0.00	0.00	2	564.00	0.00	0.00
Residential	28	2,036.00	0.00	0.00	18	1,755.00	0.00	0.00
Subtotal	37	11,561.00	0.00	0.00	20	2,319.00	0.00	0.00
Fire								
Burning	1	25.00	0.00	0.00	3	75.00	0.00	0.00
Fire Alarm / Device	1	215.00	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	240.00	0.00	0.00	3	75.00	0.00	0.00
Mechanical								
Commercial	2	340.00	29,000.00	0.00	0	0.00	0.00	0.00
Residential	10	470.00	0.00	0.00	5	282.00	0.00	0.00
Subtotal	12	810.00	29,000.00	0.00	5	282.00	0.00	0.00
Plumbing								
Commercial	1	514.00	51,400.00	0.00	0	0.00	0.00	0.00
Residential	14	479.00	0.00	0.00	10	547.00	6,000.00	0.00
Subtotal	15	993.00	51,400.00	0.00	10	547.00	6,000.00	0.00
Sign								
Commercial	2	125.00	0.00	0.00	3	150.00	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	125.00	0.00	0.00	3	150.00	0.00	0.00

City of Ramsey
Permits Issued

	CURRENT RANGE 3/1/2013 - 3/31/2013				PREVIOUS RANGE 3/1/2012 - 3/31/2012			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Temporary Use								
Commercial	0	0.00	0.00	0.00	1	0.00	0.00	0.00
Residential	8	52,000.00	0.00	0.00	1	7,000.00	0.00	0.00
Subtotal	8	52,000.00	0.00	0.00	2	7,000.00	0.00	0.00
User Defined								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	0	0.00	0.00	0.00	4	750.00	0.00	0.00
Subtotal	0	0.00	0.00	0.00	4	750.00	0.00	0.00
Zoning								
Residential	1	25.00	0.00	0.00	4	100.00	0.00	0.00
Subtotal	1	25.00	0.00	0.00	4	100.00	0.00	0.00
Total	**112**	**109,369.00**	**4,102,415.00**	**18,795.20**	**91**	**65,249.75**	**8,758,658.00**	**26,930.42**

CC Regular Session **4. 2.**

Meeting Date: 04/09/2013

By: JoAnn Shaw, Community Development

Information

Title:

Note the Following Boards and Commissions Meeting Minutes:

Economic Development Authority Meeting Minutes Dated January 10, 2013
Economic Development Authority Meeting Minutes Dated February 14, 2013
Environmental Policy Board Meeting Minutes Dated February 4 , 2013
Environmental Policy Board Meeting Minutes Dated March 4, 2013

Attachments

EDA 1.10.14
EDA 2.14.13
EPB 2.4.13
EPB 3.4.13

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/04/2013 03:53 PM

Form Started By: JoAnn Shaw Started On: 04/02/2013 10:59 AM

Final Approval Date: 04/04/2013

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.)*

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, February 14, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
Member John LeTourneau
Member Chris Riley (arrived at 7:38 a.m.)
Member Wayne Skaff
Member Kristine Williams

Members Absent: None

Also Present: Patrick Brama, Management Analyst
Kurt Ulrich, City Administrator
Tim Gladhill, Development Services Manager
Consultant Mike Mulrooney

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:35 a.m.

2. APPROVE AGENDA

Chairperson Steffen requested the EDA consider moving the March EDA meeting to Thursday, March 7th due to the unavailability of several members on March 14th.

It was the consensus of the EDA to reschedule the March 14, 2013, EDA meeting to March 7, 2013.

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated January 10, 2013

Motion by Member LeTourneau, seconded by Member Skaff, to approve the minutes dated January 10, 2013.

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

4. EDA BUSINESS

4.01: Consider Resolution 13-02-040; for the partial payment to Sauter & Sons Inc. for the Nordvick Property demolition and site clean up; and review change order number one (1).

Management Analyst Brama explained the EDA previously awarded the demolition and clean up of the site to Sauter & Sons Inc. He advised the contractor has completed its work pursuant to the contract with the exception of turf work to be completed in the spring; staff recommends withholding 10% as escrow to insure the completion of this turf work. He stated that Change Order No. 1 is for the removal and disposal of an underground oil-water separator tank at a cost of $2,400 and explained staff was unaware of the existence of this tank and removal of the tank was not included in the RFP or the contract.

Chairperson Steffen asked if the contractor advised the City of the change order before the tank was pulled out of the ground.

Management Analyst Brama stated there appeared to be some miscommunication between the City and the contractor and staff should have reviewed the change order before the work was done.

Motion by Member Skaff, seconded by Member Williams, to approve Resolution 13-02-040; Approving Partial Payment to Sauter & Sons, Inc. – Nordvick Property Demolition, 8020 147 Ave NW.

Member LeTourneau asked if the City has a policy that allows City staff to approve change orders that are under 20% of the project cost and if not, whether such a policy should be implemented.

City Administrator Ulrich stated the City could include a project contingency that would allow this type of change order and added that staff is typically able to approve change orders up to 10%.

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

4.02: 2013 Annual EDA Business Expo

Management Analyst Brama advised that preparations are underway for the annual business expo to be held at Fountains of Ramsey on Saturday, May 4, from 9:00 a.m. to 2:00 p.m. He stated flyers have been sent to local businesses and approximately fifteen businesses have signed up for the expo. He indicated that marketing efforts for the expo will not exceed the $3,500 budget and requested feedback from the EDA regarding the mailer to be sent via bulk mail to

approximately 9,000 residents on the City's mailing list. He recommended that the City send a card stock, color, half page mailer.

It was the consensus of the EDA to direct staff to send a card stock, color, half page mailer.

Member Riley noted that May 4th is the City's recycling and tree pick-up day and suggested the City place a sign at the public works building to advertise the business expo.

Chairperson Steffen suggested that staff contact the local banks and/or businesses that have reader boards to advertise the business expo.

4.03: Business Retention Program, Review of 2012 Report

Management Analyst Brama presented the Business Retention Program Executive Report and advised that staff met with 24 business representatives between November 2012 and January 2013. He stated the majority of the businesses were industrial/manufacturing businesses and five of the businesses indicated they will be expanding their businesses in the next 18 months. He discussed the survey results regarding perceived Ramsey weaknesses and suggestions for improvement stating that four manufacturing businesses identified a need for qualified employees; other comments included the negative disruptive local politics and lack of trust in the City. He indicated staff is working with the Police Department to address an issue raised regarding the dumping of waste in parking lots as well as an issue raised regarding the City's policy to charge businesses for false alarms. He stated that staff has made and will continue to make businesses aware of the VoTech and Minnesota Workforce Center to assist with employee recruitment. He pointed out the City does not have any significant industrial land available and staff has identified this issue as something the City Council may wish to consider during its strategic planning process.

Member Riley requested that staff provide the EDA with further information regarding work done in the past with respect to the City's business parks.

Management Analyst Brama suggested that staff prepare a unified response to all businesses that summarizes the site visits and reiterates the City's commitment to continue working with its local businesses. He then requested input from the EDA regarding moving forward with respect to the business retention program particularly as it relates to the hiring of the EDA staff position.

Member LeTourneau encouraged staff to include other types of businesses in the program and to integrate more retail businesses. He stated the business retention program is an important program and did not feel the program could exist in an on and off mode, adding that staff may want to figure out a more robust program once the EDA staff person is in place.

Member Skaff agreed the program should be expanded to include retail as well as the PACT Charter School.

Member Riley agreed that the program should include a mix of businesses. He stated the program should be carried out year-round and should not be discontinued. He suggested including a brief summary of the survey results in the response being sent to local businesses and to include some of the charts provided in the Executive Report with business names removed.

It was the consensus of the EDA to continue the Business Retention Program with the understanding that the EDA staff person will carry out these duties once the position is filled.

Mr. Mulrooney indicated the Business Retention Program serves as a good foundation for the City and felt it was important for the City to make a conscious effort to visit with its local businesses on an ongoing basis. He suggested that the business expo be used as a job fair for those businesses looking for qualified employees.

Chairperson Steffen encouraged staff to continue to provide the EDA with the dates of scheduled business visits and commended Management Analyst Brama for his efforts on this program.

4.04: 15153 Nowthen Blvd: Review Cost Benefit Analysis

Management Analyst Brama advised the shovel ready application has been submitted to the State of Minnesota. He stated a number of environmental conditions were identified during the environmental assessment and additional testing may be required. He then presented the Cost Benefit Analysis for a single user data center comprised of 250,000 square feet (Concept 1), a two user data center comprised of 100,000 square feet each (Concept 2) or a residential development comprised of 47 homes (Concept 3). He stated the valuation for Concept 1 is $31.3 million, Concept 2 is $25.3 million, and Concept 3 is $7.6 million; City revenue derived from Concept 1 is estimated at $276,000, Concept 2 is $223,000, and Concept 3 is $33,700. He stated that Concept 3 would require more City services than a data center and it is anticipated that Concept 3 would have more police and fire calls and total annual expenses for Concept 3 are estimated at $2,500. He stated that net annual cash flow after expenses for Concept 1 is estimated to be $276,000, Concept 2 is estimated to be $223,000, and Concept 3 is estimated to be $31,000. He advised that the valuations for Concept 1 and 2 are $1.35 million and Concept 3 has an estimated valuation of $1 million based on the assumption that the housing market is currently weak. He stated the sale of this property can be used for the fire station and indicated the net annual cash flow from financing the fire station for Concept 1 is estimated to be $932,000, Concept 2 is estimated to be $402,000, and Concept 3 would result in a deficit of approximately $911,000.

Chairperson Steffen requested further information regarding the open house.

Development Services Manager Gladhill advised that the cost benefit analysis would be presented at the open house as well as options for zoning. He noted the proposal is for an overlay district so as not to limit any residential component in the future. He added the open house can be scheduled for Thursday, March 28, 2013, with public hearings held in April.

Member Skaff suggested that the open house be held on the old municipal center site.

Motion by Member Skaff, seconded by Member Williams, to direct staff to move forward with marketing and positioning the property for a data center user(s), to move forward with the open house, to develop a zoning proposal, and to move forward with an RFP for the Recognized Environmental Conditions.

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

4.05: FOR DISCUSSION ONLY: Receive Report from Planning Commission in Regard to Permitted Uses at the 167th Avenue Retail Node and Discuss Framework for Future Discussions

Development Services Manager Gladhill presented the Planning Commission report regarding the 167th Avenue retail node and stated the Planning Commission was supportive of the indoor shooting range but was not supportive of the proposed warehousing use. He noted the Planning Commission was concerned with outdoor storage with the warehousing use. He stated the indoor shooting range is motivated to move into the space and would like to get in before their lease expires in September. He advised that staff will continue to work with the applicant to modify their proposal.

Member Riley indicated the EDA's vision for this area remains a desire to have a viable retail area. He stated he would like to have the recycling use in the City but located in a different area. He felt the City needed to have a master plan for this area and stated he did not have any concerns with the indoor shooting range.

Member Williams stated the Planning Commission summary mirrored her thoughts on this issue and she supports a retail use for this site. She indicated she was concerned about the warehouse use and would have a hard time supporting it as a retail use. She stated that the City cannot force the market to locate on this site and the EDA should consider what it can do to incent the right types of users on the site, adding that a master plan will not make this a desired location or draw users to the location in and of itself. She added that Total Defense has been talked about for a long time and is a successful business that wants to relocate to Ramsey and the EDA should support that type of relocation within the community.

Development Services Manager Gladhill suggested that before any master planning efforts are started, the City could look at the surrounding land uses to see if intensification of land use could support some further planning efforts.

4.06: Prospect Update

Mr. Mulrooney advised staff is currently in discussion with a manufacturing company to purchase a site at Azurite and Bunker Lake. He reported that he has been in discussions with a precision manufacturing company that has expressed a strong interest in expanding its operations. He stated that further information regarding these businesses will be presented at a future meeting.

5. MEMBER/STAFF INPUT

Member LeTourneau stated the City Council reached consensus to allow the Landform contract to expire in March and to work on the necessary elements for a smooth transition going forward. He advised that City Administrator Ulrich provided a State of the City report at the Chamber of Commerce meeting and Mayor Strommen provided this report at the City Council meeting. He requested that the State of the City report be posted on the City's website. He reported that Mayor Strommen and City Administrator Ulrich attended a hearing at the Capitol on Wednesday regarding a bill for $17 million worth of State funds for the Armstrong overpass project. He stated that the City Council approved a request by the City Administrator and a consultant to travel to Washington, D.C., to lobby at the federal level for an additional $10 million for the Armstrong overpass project. He advised that the Stony River project is moving forward. He advised that Mary T housing provides senior lifestyle housing and is working with PSD on the east side of The COR property on a project primarily focused on lifestyle continuation opportunities for veterans. He stated that the City Council work session included a presentation from The Charter School Fund regarding a possible COR project. He stated that McDonald's is moving forward but there are still some questions to be resolved with the Super America site. He added the City Council also met in closed session to discuss the Wiser Choice Liquor property.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 9:38 a.m.

Respectfully submitted,

_____
Kurtis G. Ulrich, City Administrator

ATTEST:

_____
Patrick Brama, Management Analyst

Draft by Barbara Hughes
(TimeSaver Off Site Secretarial, Inc.)

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Monday, February 4, 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 John Enstrom
Board Member Michael Hiatt
Board Member Larry Lewis
Board Member Michael Valentine

Members Absent: Board Member Thomas Stodola

Also Present: Associate Planner/Environmental Coordinator Chris Anderson

1. CALL TO ORDER

Chairperson Max called the meeting to order at 6:30 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated January 7, 2013

Chairperson Max commented on another great set of minutes from the previous Board meeting.

Motion by Board Member Valentine and seconded by Board Member Lewis to approve the regular meeting minutes dated January 7, 2013.

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

Board Member Enstrom stated that he did not receive the cases or the minutes, only the agenda.

Several Board Members stated that they received everything with no issue.

Associate Planner/Environmental Coordinator Anderson stated that he didn't know why Board Member Enstrom wouldn't have received the cases and minutes along with the agenda. The same attachment that includes the agenda, cases and minutes is sent out to the Board via one group email, so if the other members received it, he had no answer as to why Board Member Enstrom didn't receive it.

5. POLICY BOARD BUSINESS

5.01: 2013 Environmental Expo

Associate Planner/Environmental Coordinator Anderson presented the staff report.

Chairperson Max questioned the best time to have the speaker.

Board Member Lewis suggested having the speaker prior to the parade, as many people leave the Happy Days event after the parade. He questioned the accommodations that the Board would have.

Associate Planner/Environmental Coordinator Anderson reported that the Board would have a tent and provided an estimate of the dimensions. He suggested that the Board think about whether they would like sides on the tent or just the covering over the top with open sides. He provided additional information on the setup of the Happy Days event the previous year.

Board Member Lewis suggested having a speaker with a broad appeal to bring in more interest, such as Belinda Jensen and Bobby Jensen.

Board Member Hiatt stated that he liked that idea of using Belinda and Bobby. He also suggested having a project or presentation aimed at children, to replace the coloring contest that has previously been held.

Board Member Bentz referenced a presentation that Fox 9 does at the Science Museum or the State Fair trivia that is done by NPR, and believed something of that nature could be a good idea.

Board Member Hiatt stated that he agreed with Board Member Lewis in regard to a broad appeal for the speaker, in an attempt to bring in additional interest for the first time at Happy Days.

Associate Planner/Environmental Coordinator Anderson confirmed that the Board is more interested in a local name that would bring in additional people for this first year, with a broad subject.

Board Member Bentz noted that many people book up quite far in advance and believed that someone should reach out as soon as possible in attempt to book the speaker.

Further discussion ensued regarding possible speakers, connections to possible speakers, and the length the presentation should be.

Board Member Lewis offered to reach out to Bobby Jensen to check his availability.

Board Member Enstrom advised that he could try contacting Ron Schara as a possible speaker.

Associate Planner/Environmental Coordinator Anderson confirmed that there are some funds available within the total budget for the event for a speaker.

Board Member Hiatt stated that additional funds could possibly be obtained through sponsorship.

Associate Planner/Environmental Coordinator Anderson confirmed that Board Members Enstrom and Lewis will follow up with him in regard to the speakers they are reaching out to. He advised of the times the Happy Days Committee meets and noted that once a speaker is booked, the Committee could be alerted and could include that name with the advertising for the event. He also asked that the Board think about exhibitors, as there will be available space. He noted that while he can reach out to past exhibitors, he would also like the Board Members to think of new opportunities.

Board Member Valentine asked if Associate Planner/Environmental Coordinator Anderson could email the list of past exhibitors.

Chairperson Max stated that in the past the wood carvers group has been an exhibitor and believed the bigger venue would be great for that interactive event.

Board Member Enstrom suggested an exhibitor that could show/sell rocks and gemstones, as that type of vendor brings in a crowd.

Associate Planner/Environmental Coordinator Anderson noted that the Minnesota Geological Society has been invited in the past and does bring in a crowd.

Board Member Bentz suggested including a GPS course that has been setup near that area.

The Board further discussed possible exhibitors.

Board Member Lewis suggested creating a list of categories for exhibitors and then finding someone to match to ensure there is a wide variety of interests and educational aspects covered.

Board Member Enstrom suggested having an exhibit that would focus on rain gardens and identify different landscaping features within the City. He noted that the activity could be continued every year and awards could be given.

Associate Planner/Environmental Coordinator Anderson confirmed that the Board Members who volunteered will reach out to the possible speakers. He noted that he will accept any offers for assistance in regard to the planning for this event. He also confirmed that he would send out a list of those who had been invited as exhibitors in the past, and those that actually attended, within the next few days.

Chairperson Max confirmed that the Subcommittee should meet to discuss the event the following Monday at 7:00 p.m. at Caribou. He noted that the Subcommittee would develop the list of categories for exhibitors and continue planning efforts.

5.02: Tree Preservation Ordinance Review

Associate Planner/Environmental Coordinator Anderson presented the staff report. He provided comparison information from other communities and provided examples that he would like the Board to consider and offer input on.

Chairperson Max believed that one standard should be chosen and it should be made clear, rather than broader statements.

Board Member Enstrom commented that historical value should be considered, noting that some species have become rare or significant. He also discussed whether this would apply to existing homes.

Associate Planner/Environmental Coordinator Anderson clarified that this Ordinance applies specifically to new development and is not and would not be applied retroactively to existing homes.

Board Member Bentz suggested removing desirable tree, unless it is specifically defined.

Board Member Valentine believed that the Ordinance should be applied to both individual and multi-family properties and to remove vagueness, to the extent possible. He did not believe that the Board should attempt to craft the exact language, but should instead provide some guidance and let staff choose the specific language.

Associate Planner/Environmental Coordinator Anderson confirmed that the Board believed the original intent of this Ordinance was to be applied across the board to individual and multi-family properties, the term desirable should be removed and significant should be used in its place, as well as replacement standards and/or restitution.

Chairperson Max questioned where Ramsey would like to fall on the spectrum and believed that the input of the Council would be beneficial, as to whether Ramsey should remain in the middle, above or below the curve.

Associate Planner/Environmental Coordinator Anderson stated that the intent of this process is not to make development harder but to review what is there and possibly build in flexibility.

Board Member Bentz questioned the buildable area left and whether this is a huge issue.

Associate Planner/Environmental Coordinator Anderson noted that there are still sizable areas left to be developed within the City.

Board Member Lewis referenced vacant lots and whether that would need to be specified as well within the Ordinance, specifically towards tree removal and lot clearing.

Associate Planner/Environmental Coordinator Anderson stated that he did not believe that the City has any direct ordinance regarding tree removal from a vacant lot but noted that the Lower Rum River Water Management Organization (LRRWMO) requires a permit to be obtained for any lot disturbance over one acre, which may come into play in that scenario. He suggested that if the Board believes this be addressed that language be added to the intent of the Ordinance to clarify that point without stepping on the rights of property owners.

Board Member Enstrom provided additional information in regard to farming under Green Acres and the disadvantage that trees have on farming property.

Associate Planner/Environmental Coordinator Anderson stated that he believed he had enough input from the Board at this time and would attempt to craft language to take out the vagueness of the Ordinance and intent statements.

5.03: Water Conservation Standards

Associate Planner/Environmental Coordinator Anderson presented the staff report.

Board Member Lewis asked for additional information on permitting requirements regarding the installation of an irrigation system.

Board Member Bentz provided additional input on his irrigation system and the cost for certain monitoring equipment.

Associate Planner/Environmental Coordinator Anderson noted that the idea of offering an incentive for use of that monitoring equipment could be discussed with Public Works and the City Council.

Chairperson Max suggested that this item be thought about for the future.

6. BOARD / STAFF INPUT

Chairperson Max referenced a public hearing that occurred regarding water pollution and asked for additional information regarding the scope of the Board, as he would think water pollution would come before this Board and not simply the Planning and Zoning Commission.

Associate Planner/Environmental Coordinator Anderson stated that the storm water illicit discharge regulations will be in the Zoning Chapter of City Code and therefore the Planning Commission is responsible for holding the public hearing. The proposed amendments were the minimum required to remain in compliance with the MS4 permit and the LRRWMO's 3rd Generation Plan, so the decision was made to bring this directly to the Planning Commission rather than first to this Board, then the Planning Commission, then twice to the City Council. Additionally, there was some urgency in getting these amendments adopted, with the Planning Commission meeting being moved up one week, it occurred prior to the EPB meeting, which would have delayed the process by another month.

7. ADJOURNMENT

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

The meeting adjourned at 8:50 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.

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Monday, March 4, 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 John Enstrom
Board Member Larry Lewis (arrived at 6:45 p.m.)
Board Member Stodola (arrived at 6:35 p.m.)
Board Member Michael Valentine

Members Absent: Board Member Michael Hiatt

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 Valentine and seconded by Board Member Bentz to approve the agenda as submitted.

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

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated February 4, 2013

Motion by Board Member Valentine and seconded by Board Member Bentz to approve the regular meeting minutes dated February 4, 2013.

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

5. POLICY BOARD BUSINESS

5.01: Tree Preservation Ordinance Review

Associate Planner/Environmental Coordinator Anderson presented the staff report. He confirmed consensus to move the regulation pertaining to planting distance from a fire hydrant to 10 feet.

Board Member Stodola arrived at the meeting.

Associate Planner/Environmental Coordinator Anderson confirmed consensus on the items included in the staff report that had come forward from the discussion at the previous meeting of the Board.

Board Member Lewis arrived.

Board Member Enstrom referenced an area regarding historic trees, or landmark trees, and questioned what would qualify a tree for that status.

Associate Planner/Environmental Coordinator Anderson provided the definition for that term.

Motion by Board Member Valentine and seconded by Board Member Stodola to direct staff to prepare an ordinance amendment to incorporate the draft revisions into the Tree Preservation Ordinance and forward the ordinance amendment to the Planning Commission for a public hearing.

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

5.02: Environmental Expo Discussion

Associate Planner/Environmental Coordinator Anderson presented the staff report.

Board Member Enstrom provided additional information on his conversations with the owners of Central Landscaping. He confirmed that he would pass on the date and time and also provided staff with the telephone number and contact information.

Associate Planner/Environmental Coordinator Anderson continued to review the staff report, including the proposed layout for the event. He noted that the Master Gardeners will still likely participate but did not think it was likely that the Ramsey Garden Club would because the event will be held in the fall rather than the spring and they used this event primarily as a way to promote their spring plant sale.

Chairperson Max provided an update on the meeting that took place with the Subcommittee and noted that the vendors suggested all linked to the environment as your backyard.

Board Member Lewis stated that the Subcommittee felt that it was important to develop a theme that could be carried through the event. He explained that this theme is broad and will appeal to the average Ramsey resident, rather than aiming for a specialized topic that would not appeal to as many people.

Chairperson Max stated that once the theme was developed, the Subcommittee could now determine the type of vendors needed to match that theme. He advised that the keynote speaker could touch on a couple aspects suggested by the Board.

Board Member Lewis stated that he had not yet spoken with the potential speakers. He explained that the event will be as all encompassing as it can be in order to reach out to families. He stated that Ramsey is in a unique position, between the two rivers and provided examples of vendors that could align with the theme and still be a bit different than what has occurred in the past, such as a fly fishing demonstration from Cabella's.

Board Member Valentine stated that Ramsey is a very unique community with a close connection to a diverse group of wildlife.

Board Member Lewis stated that it would be nice to have some activity driven vendors mixed in with some businesses, such as Ramsey Bicycle. He explained that vendor could tie into the environment with the bike trails and physical fitness.

Chairperson Max stated that it would be nice to have some hands-on activities, such as building birdhouses.

Board Member Enstrom suggested choosing one area, such as birding per event, to ensure that new material is being brought forward each year rather than having the same activity each year.

Board Member Lewis stated that birding may be too narrow and suggested instead outdoor activities.

Board Member Stodola stated that it would be nice to have a local vendor that sells outdoor games.

Further discussion ensued regarding potential vendors and local businesses that could be reached out to in order to gauge their interest in participating in the event.

Associate Planner/Environmental Coordinator Anderson noted that all of those sound like good ideas and advised that the next step would be to reach out and gain contacts to gauge the level of interest.

Board Member Lewis suggested that all Board Members develop a list of potential vendors for the event and bring it to the next meeting, where that list can be split between Board Members to begin making calls. He noted that the layout may need to be reconsidered because of the difference in the event this year and the potential vendors.

Associate Planner/Environmental Coordinator Anderson stated that he could prepare a few options for layout that he could present at the next Board meeting.

6. BOARD / STAFF INPUT

- **QCTV Promo**

Associate Planner/Environmental Coordinator Anderson advised that he and Chairperson Max recently taped a promotional spot at QCTV featuring the tree sale and environmental expo. He stated that if there are other topics or ideas, QCTV is willing to tape spots at the studio or out in the field.

Chairperson Max stated that QCTV actually suggested that this be a regular taping that could be aired in Ramsey. He advised of possible themes for the tapings.

Associate Planner/Environmental Coordinator Anderson asked that Board Members provide input on potential ideas for segments.

- **Native Prairie Planting Under a Transmission Corridor**

Associate Planner/Environmental Coordinator Anderson identified a transmission corridor that runs through Alpine Park and noted that an agreement has been made with the utility company for plantings to be established under the transmission lines. He stated that there will be establishment of native prairie plantings that will run under the transmission line in a local park, which fits with a demonstration project listed in the Work Plan. He stated that this will be the second demonstration project that will occur in Alpine Park this year. He stated that the Board could invest in signage that could be installed. He reported that work will begin this year with completion in 2014 or 2015. He confirmed that he could email the details to the Board Members.

- **Other**

Board Member Lewis stated that he did not notice an article from the EPB in the recent copy of the Ramsey newsletter.

Associate Planner/Environmental Coordinator noted that a recycling article was included but noted that he only has the full sheet of icons and would need Board Member Lewis to email him a separate file of the individual icon for the EPB in order to incorporate that into the newsletter article.

Chairperson Max stated that he had reached out to the Council Liaison and was told that more information would be available once the Council finalizes their strategic planning and identifies priorities.

Board Member Enstrom provided an update on changes that will take place in regard to Atlas 14 in the near future.

Associate Planner/Environmental Coordinator Anderson provided additional information in regard to flood elevations and the FEMA requirements for building.

Chairperson Max stated that he received an email that Board Member Enstrom will not be renewing his term on the Board.

Board Member Enstrom stated that he had not received any information.

Associate Planner/Environmental Coordinator Anderson noted that packets were mailed to Board Members with expiring terms over the last couple months.

Board Member Enstrom stated that he has other obligations and will not be reapplying to the Board.

Chairperson Max thanked Board Member Enstrom for his contributions to the Board.

7. ADJOURNMENT

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

The meeting adjourned at 8:00 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. 3.**

Meeting Date: 04/09/2013

By: Jo Thieling, Administrative Services

Information

Title:

Approve License Applications

Background:

Attached is a list of licenses for Council approval.

Council Action:

Motion to approve license applications.

Attachments

License Apps

Form Review

Form Started By: Jo Thieling Started On: 04/04/2013

Final Approval Date: 02/21/2013

License Applications
For Year 2013

*Peddlers/ Solicitors	Blaine Anoka Ice Cream	922 – 94th Avenue NE	Blaine, MN 55434	763-205-6755
**Transient Merchant	Ramsey Garden club	7550 Sunwood Drive NW	Ramsey, MN 55303	

Peddlers/Solicitors – Blaine Anoka Ice Cream to sell ice cream novelites from his van – through neighborhoods and parks.

Peddlers/Solicitor/Transient Merchant – For Ramsey Garden Club to host their annual spring plant sale in the parking ramp or on the sidewalk in front of City Hall. Staff is requesting the fee to be waived as has been done in the past.

CC Regular Session **4. 4.**

Meeting Date: 04/09/2013

By: Jo Thieling, Administrative Services

Information

Title:

Approve the Following Meeting Minutes:
1. City Council Work Session - February 5, 2013
2. City Council Work Session - March 5, 2013
3. City Council Work Session - March 12, 2013
4. City Council Regular Session - March 12, 2013
5. City Council Work Session - March 19, 2013
6. City Council Work Session - March 26, 2013
7. City Council Regular Session - March 26, 2013

Background:

The meeting minutes are attached for Council review and approval.

Council Action:

Motion to approve the Following Meeting Minutes:
1. City Council Work Session - February 5, 2013
2. City Council Work Session - March 5, 2013
3. City Council Work Session - March 12, 2013
4. City Council Regular Session - March 12, 2013
5. City Council Work Session - March 19, 2013
6. City Council Work Session - March 26, 2013
7. City Council Regular Session - March 26, 2013

Attachments

020513 CCWS Mts
030513 CCWS Mts
031213 CCWS Mts
031213 CC Reg Mts
031913 CCWS Mts
032613 CCWS Mts
032613 CC Reg Mts

Form Review

Form Started By: Jo Thieling Started On: 04/04/2013

Final Approval Date: 03/06/2013

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, February 5, 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 (arrived at 6:14 p.m.)
Councilmember Jason Tossey (arrived at 5:42 p.m.)

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Chief James Way
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Development Services Manager Timothy Gladhill
Management Analyst Patrick Brama
City Attorney William Goodrich
Development Manager Darren Lazan

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:31 p.m.

2. TOPICS FOR DISCUSSION

2.01: Consider Bury & Carlson Request to Terminate Lease Agreement

City Attorney Goodrich reviewed the staff report and request of Bury & Carlson (B&C) to terminate its lease on March 31, 2013, without having given the required 18 month notice. He reviewed the City's receipts for this property and described the lease terms for both parties to terminate the lease early. The request is to terminate the lease on the southern portion, which had been previously asked and denied by a previous Council.

Public Works Superintendent Riemer stated this spot is designated for a future Public Works site. They now have 9.1 acres with one-third taken by soil piles, sealcoat rock, asphalt millings, black dirt, and street sweepings. They would like to move to the south half of this property to clean the site and get it ready for marketing. It is now assessed at $5.9 million and sales will be close to a future land swap. He stated they would like, eventually, to move the salt shed over there.

City Administrator Ulrich stated the urgency of Public Works' need for the site is short term. The City's concern is that this property is now taxable so if the City takes it now, it would be liable for taxes on the south ten acres. The City would need the property tax exempt, which may not be possible until payable 2014.

Greg Corsted stated he represents B&C who is asking the Council's approval of their request to terminate the lease on the property that the City acquired from B&C. The concern the company has is that since the time this lease transaction was entered into, the business of recycling has changed significantly within Ramsey to the point where the business model the City asked the company to have no longer works. He stated this business has operated since established in 1992 with a highly-developed, well-operated facility with significant curb, gutter, berming, and screening, a significant and permanent facility. However, this is no longer the business model for this industry in Ramsey. They believe the model for this industry in Ramsey now has much less in the way of permanence and infrastructure. As a consequence, it is difficult for this company's business to continue. Based on that, the company is asking the City to allow the lease to be terminated as of the end of March 2013. Mr. Corsted stated it is their belief that it would be in the City's best interest to terminate the lease right away since their business model does not work and based on the fact that a number of competitors have been allowed to operate with much less overhead, regulation, and a lower investment. Failing termination of the lease, the proposal from the Public Works Development is of interest to the company. In addition, the company has some resources at the property that could be beneficial to the City as Public Works takes over that site.

Councilmember Backous asked Mr. Corsted to be more specific relating to the types of regulatory requirements making the business model change.

Mr. Corsted explained the difficulty is that it is a commodity business and every time you handle the product or have equipment on site on a permanent basis, or make site improvements, you change your cost of the commodity and purchases are done on the basis of competitive bids. He stated their business model is to have the lowest possible cost of doing business; however, competitors are being allowed to conduct a permanent business on a temporary basis and get permits after-the-fact. This makes it difficult to compete as a permanent business.

Councilmember Riley arrived at 5:42 p.m.

Mr. Corsted stated competitors have come into Ramsey, started a recycling business and got contracts without first getting a City permit. In addition, they received permits with less standards than required of B&C, have fewer employees, and conduct business on a job specific basis.

Councilmember Backous stated Mr. Corsted is indicating there is not an "even playing field" and asked staff to comment.

City Administrator Ulrich stated the City has issued violations and taken action when brought to their attention to assure the business comes into compliance. None the less, businesses have

ability to operate in Ramsey with its rules or in other communities where there may be less regulation. He explained that Ramsey has more of an urban environment and the City tries to consistently enforce its standards across-the-board for businesses operating in town.

Mayor Strommen asked if anything in the permit standards have changed since B&C got its permit.

Development Services Manager Gladhill advised there have been no change to standards under the Solid Waste Ordinance or Conditional Use Permit (CUP) process. He stated within the last year or so, the City has issued a CUP and Interim Use Permit (IUP) following those standards. Development Services Manager Gladhill stated staff has not seen anything that drastically changed and the permit holder was asked to follow the standards in the Code relating to screening and berming but there was still some work to be completed as the winter season started. Staff is tracking compliance for that recently issued CUP/IUP.

Councilmember Backous recalled an issue with a competitor of B&C who was performing a grinding operation after certain hours.

Development Services Manager Gladhill stated that is the same project in the Industrial District, just west of Bunker Lake Boulevard. He indicated there are three users with a CUP as it relates to this type of operation: B&C, Sauter & Sons, and Commercial Asphalt. Development Services Manager Gladhill stated the City receives a request, from time-to-time, from Commercial Asphalt relating to hours of operation but that is within the bounds of the ordinance and terms of their CUP. He noted the focus of Commercial Asphalt is asphalt and road projects, which is different than the other two users. Development Services Manager Gladhill stated staff has reacted, as it becomes aware, to get noncompliant uses to cease operation and those processes have been followed on any complaint received.

Mayor Strommen asked whether all operations are now permitted and the conditions of the permit are roughly similar with exception of hours of operation.

Development Services Manager Gladhill answered in the affirmative.

Mr. Corsted clarified they are not saying that the folks who currently have permits are the problem as much as there seems to be a business model that has evolved, which is to conduct the project and undercut the existing businesses and then come in and deal with enforcement after-the-fact. That is where the big problems have come in, after-the-fact differential in the way companies end up doing business. Mr. Corsted stated that is not necessarily all on the City, but the model that exists today and what is happening in the industry. Mr. Corsted stated B&C is asking for some relief because the new business model makes it very difficult to continue to operate with the level of costs they have.

Councilmember Elvig stated he understands that companies like this come in for one project on site rather than shipping at a facility such as B&C and those companies are getting away with it for 30 days and it results in undercutting B&C's operation. He noted B&C needs to "play the same game" to grind on site and relieve themselves of a permanent site.

Mr. Corsted stated that is it, the overhead of a permitted site is no longer tenable for this type of business.

Councilmember Elvig asked if they have another location to store and stockpile materials until they are sold.

Mr. Corsted stated businesses need to consolidate and this site is no longer working for the company so they would like to terminate the lease and turn the property back to the City. He stated the company has the ability to continue to operate.

John Bury, principal of B&C, stated when they came to Ramsey and approached the City about what they wanted to do, build a facility that fits with the surrounding area and has a purpose, they thought it was a service to offer the City. They started the application in 1992, delivered a check to the City for $60,000 a year later and were then hauling in equipment to process. He stated their improvements included blacktopping the roadway into their site, a landscape architect to draw plans for the facility, a permanent scale, sprinkler systems, planted trees, and installed a sidewalk, creating a first-class facility. Mr. Bury stated he was not able to find one complaint about their operation but the problem he has is with contractors that are allowed to haul in rubble and charge to dump because it takes away their revenue stream. He complimented the efforts of former Assistant Community Development Director Sylvia Frolik, who was always responsive when a violator was found to halt the operation and when the violator said they could not afford to haul out the material, it was processed at their site. Mr. Bury stated this has happened over and over and now they are asking the City to show leniency because it had become cost prohibitive for them to haul out the material so again they would process it. He stated City staff has always wanted to do the right thing and they do put a stop to violators but that process takes away from his business and investment. Mr. Bury stated it has occurred at least three times and the last time they were denied a permit, hauled stuff back in, and was then issued a permit. He noted that initially, there were two processors in Ramsey, which gave the City a good competitive situation, but once the City allowed contactors in, it no longer works for his business. Mr. Bury pointed out that two years ago, when the City approached him with a tentative prospective company looking to come into Ramsey and bring in a lot of jobs, he had cooperated when asked to vacate the front part of the property. However, the cost to move his business to the back of the property exceeded what it would cost to buy him out. Mr. Bury described the equipment and resources currently at the site and explained that after several meetings with former Assistant City Administrator Heidi Nelson, said he would move to the back of the property and that is what happened but after a year, nothing happened. Mr. Bury explained that after the initial conversation, he started winding down his business. He asked the City to entertain what he is bringing to the table, noting he was receptive to do what the City had asked of him because it was good for the City. However, now it is not working for him so he would like the City to consider his request.

Mayor Strommen asked about the timing and why the 18-month notice is a hardship at this point in time.

Mr. Corsted stated the request was made some time ago in a letter but the 18 month period represents a significant amount of overhead for the company and it does not take 18 months to wind down this operation. They would prefer to wind down the operation this construction season.

City Administrator Ulrich stated the tax liability is one issue to consider, which is the reason for the 18-month notification period. He noted that at this point, the City does not really need the property and if acquired earlier than 18 months, the City will need to determine the timing to ask for tax exempt status. He acknowledged that B&C has worked well with the City, been a good tenant and that has helped in many cases with the City's Public Works operation. City Administrator Ulrich suggested additional negotiation on an acceptable time period and what B&C has for resources that could be beneficial to the Public Works operation and transferred to the City. It was noted that with the City's emphasis on road reconstruction, there will be a need for those materials so it is possible that a union would accomplish what B&C wants and meet some needs of the City. However, March 31st is not a date that works for the City because it takes longer to get tax exempt status.

Mr. Corsted stated it would be a good outcome for B&C if the Council would direct staff to work with them to come up with a proposal for termination at the best opportunity.

Mayor Strommen asked about the option to terminate an additional ten acres with negotiation on the other issues.

City Administrator Ulrich suggested not taking the entire site off the table if it is not tax exempt. He explained if B&C said today they wanted to terminate the lease, that would be in 18 months and the City would then want the entire property in tax exempt status. He noted another option is to consider a phased approach.

The consensus of the Council was to direct staff to negotiate with B&C for the terms of an early termination and possible use of B&C resources.

2.02: Review 2013 Parks Capital Improvements

Parks and Assistant Public Works Superintendent Riverblood introduced Park & Recreation Commissioners in attendance. He reviewed the staff report and noted the Park Trust Fund has an approximate balance of $2.4 million and the Lawful Gambling Fund approximately $164,000.

Finance Director Lund advised there will be a public hearing on the Capital Improvement Project (CIP) on Tuesday so that Council's packet will include all of the information. The consideration tonight is the 2013 Parks CIP.

Parks and Assistant Public Works Superintendent Riverblood displayed a PowerPoint presentation highlighting proposed projects for 2013 and staff's recommendation related to each. He requested direction relating to the status of the 2013 Park's Capital Improvement projects and next steps.

Councilmember Elvig indicated support to move forward with the McKinley Street Trail Connection that is tied to funding from the City of Anoka.

Councilmember Tossey arrived at 6:14 p.m.

Councilmember Elvig noted extraordinary fountain apparatus is available and could be an attraction to The Draw. He stated support for the Parks & Recreation Commission to consider types of fountains and what it could bring to The Draw.

Councilmember Kuzma noted many residents do not know where The Draw is located so a fountain would bring attention to that location.

Parks and Assistant Public Works Superintendent Riverblood recommended maintaining a fund balance of $1 million to $1.5 million to allow the ability for the City to react to grant opportunities to fund the City's park and trail system.

Development Services Manager Gladhill stated the Draw Entrance Monument does not need to be Kasota Stone and the price estimate of $20,000 could be brought down.

Councilmember Tossey noted the City has already spent a lot of money on signs so he wonders why people cannot find The Draw. He felt this was a lot of money to again spend on signs when the City already has signs.

Park & Recreation Commission Vice-Chair Olsen stated when she is at events, she has found that people have no clue where The Draw is because, from a distance, it is not apparent unless an event is going on. She stated she thought there would be formal signage when it was completed.

Park & Recreation Commission Chair Shryock stated she was driving with a friend who had noticed the signs but thought "The Draw" was an architectural firm. She supported having an identifier, such as the fountain, that can be seen from a main road to direct people into the area. Park & Recreation Commission Chair Shryock suggested the City needed to be mindful of that need until residents become more familiar with the area.

Councilmember Tossey agreed that when driving down Highway 10 none of the signage explains what The Draw is so unless an event is occurring, you would not know what it is. However, if you are going to the event there are good HRA-funded signs to get you there. Councilmember Tossey stated he felt that $20,000 was too much for signage.

Councilmember Backous stated he has no problems with signs, but $20,000 or $60,000 is high. He noted the main issue is that this is not for lack of trying because there has been programming and events at The Draw so the people who pay attention know where it is located and those who do not pay attention do not know and a sign will not get them there.

Councilmember LeTourneau stated he thinks signage is important and appreciates the mobile/temporary type of signage that provides direction for farmer's markets. He stated consensus may be reached for signage to The Draw but the consideration tonight is for an

entrance monument that puts value into the brand and is far different than a sign because it creates the image that Ramsey wants to be. He stated he wanted to raise the issue that there is a difference between a sign and a monument.

Mayor Strommen agreed and stated more discussion may be needed on whether additional directional signage is needed to orient people going to The Draw or a monument sign. She noted that in addition, some drivers do not notice The Draw signage along Highway 10 due to the other clutter and miss the turn.

Park & Recreation Commission Chair Shryock stated these are all good comments and the Park & Recreation Commission is mindful of expense. She stated she is confident that staff will work to find something that is economical and attractive, noting there is unique signage at other City parks and this monument sign will be in keeping with the brand and lifestyle the City is trying to create as well as identifiers. Park & Recreation Commission Chair Shryock agreed more discussion is needed.

Councilmember Tossey stated he typed "The Draw" into his Google map application, noting it is easy to find the location.

Parks and Assistant Public Works Superintendent Riverblood stated staff will put together a pallet of choices for way-finding signage as well as a monument sign that will serve a number of purposes for many decades. In addition, the new reader boards that can be moved around to capture people's attention, will be used to educate people about programming. He noted people only need way-finding signs the first time they are coming to The Draw. Parks and Assistant Public Works Superintendent Riverblood continued presentation of 2013 CIP park projects.

Councilmember Elvig asked if there is a camera on the Elmcrest Park underpass.

Parks and Assistant Public Works Superintendent Riverblood answered in the affirmative and stated it works well and the only vandalism incidents are similar to that at the ramp with a broken light and painting.

Councilmember Backous asked if resident complaints have diminished.

Parks and Assistant Public Works Superintendent Riverblood explained there are peaks and valleys with complaints but the big and continuous issue is with litter.

Councilmember Elvig stated his concern with parking and flow problems at Central Park and danger for children and pedestrians coming to and from the playing fields. He supported moving that project forward.

Councilmember Backous asked about the plan for the future road alignment.

Parks and Assistant Public Works Superintendent Riverblood displayed a site plan of Central Park, noting the location of two chokers, which had been used successfully at Elmcrest Park, and one-way traffic pattern that may address some of the concerns raised by Councilmember Elvig.

He also noted location of curb and gutter and indicated the pavement width, other than location of chokers, would remain the same.

Councilmember Backous agreed there is danger with children running across the road and that creating a one-way traffic pattern should increase safety. He stated late arrivals drop off their children and they run across the road, through traffic, creating a dangerous situation. Councilmember Backous noted an option would be an under road culvert for pedestrians; however, it would probably be cost prohibitive.

Councilmember Tossey agreed with the concerns expressed relating to pedestrian and traffic conflicts and asked if the $275,000 cost estimate is only construction costs without acquisition.

Parks and Assistant Public Works Superintendent Riverblood confirmed it is only construction costs. He reviewed negotiations with St. Katherine Drexel and indicated those negotiations are on going.

Councilmember Elvig raised the option of having built-in barbeque grills.

Parks and Assistant Public Works Superintendent Riverblood stated that is not included in the project but those grills are low cost, popular, and could be added.

Councilmember Backous asked if there will be an electronic lock at Riverdale Park.

Parks and Assistant Public Works Superintendent Riverblood stated the shelter door will have a panic bar and the park itself will have an electronic lock for after hours. He noted even the roof of the shelter is concrete to limit vandalism, maintenance, and the need for portable restrooms. In addition, it provides shelter during a storm.

Park & Recreation Commission Vice Chair Olsen stated she lives by Emerald Pond Park and knows that residents love the shelters and restroom facilities. She stated it is a great resource and increases the time that residents spend in the parks.

Parks and Assistant Public Works Superintendent Riverblood provided an update on the Mississippi Regional Trail Park, noting its alignment, location of shelter, existing conditions, and additional trail up to Armstrong Boulevard. He indicated that $536,449 includes about $190,000 of Federal funding and engineering to get the trail done. Staff is also working on a Joint Powers Agreement (JPA) with Anoka County Parks and the City of Anoka to pay back money for some of the trail and bridge shared on Kings Island.

Parks and Assistant Public Works Superintendent Riverblood presented the community building and playground project at Elmcrest Park, noting the Anoka Ramsey Athletic Association is funding $40,000. He reviewed the process the City had used for past building projects and recommended a change in approach to a Construction Manager At Risk Model where the City hires an architect and once 75% of the plans are completed, a Construction Manager At Risk would work for the City to review the plans to find areas of value engineering. The final plans would then be modified and the Construction Manager At Risk would find subcontractors

through a competitive bid process. The City would mandate the Construction Manager At Risk to assure that Ramsey businesses for all of the trades have the ability to submit competitive subcontractor bids. He noted this will allow the City's money to cycle back into the community by using Ramsey businesses. Parks and Assistant Public Works Superintendent Riverblood stated a preconstruction meeting can be held so they understand the work and can be asked to donate something of value to the project. He presented the Elmcrest Park playground component.

Parks and Assistant Public Works Superintendent Riverblood then presented the North Commons project for play equipment and recommendation of the Park & Recreation Commission to move forward with this project at $48,000 to be funded from the Lawful Gambling Fund.

Councilmember Elvig asked about the difference in the play equipment.

Parks and Assistant Public Works Superintendent Riverblood explained a thematic program is more costly and without that element, more play value could be added.

Park & Recreation Commission Vice Chair Olsen noted the North Commons play equipment also has a lower number of play options.

Councilmember Riley stated his concern that children may try to get on top of the play structure roof elements.

Parks and Assistant Public Works Superintendent Riverblood stated the projects recommended to move forward in 2013 related to the Lawful Gambling Fund would take that balance down to $116,000 and those projects recommended in 2013 related to the Park Trust Fund would take that balance down to $1,035,552.

Councilmember LeTourneau asked how low that fund can go.

Parks and Assistant Public Works Superintendent Riverblood advised there is no stipulation on fund balance but he has recommended maintaining a balance of $1 million to $1.5 million so the City is still able to respond to grant opportunities or unique circumstances that may arise.

Councilmember Backous asked whether the Lions have been approached to help with park buildings.

Parks and Assistant Public Works Superintendent Riverblood stated he has not had that conversation, noting lawful gambling proceeds have been declining. He stated he will make that contact but does not think they have $300,000 to $400,000 left to donate.

Councilmember Backous noted the Soccer Association had indicated they would handle building maintenance.

Parks and Assistant Public Works Superintendent Riverblood confirmed they have agreed to that while using it for soccer purposes and they have an abundance of people who will serve. He explained that the youth association requires $100 per participant, which is refunded when they volunteer to help.

Councilmember Backous asked staff to determine the cost value of that partnership and what it would cost City staff to do that work.

Councilmember Elvig asked if the Ramsey Foundation may have some interest.

Parks and Assistant Public Works Superintendent Riverblood stated the February 12, 2013, Consent Agenda will include a Park Facility and Tournament Use Policy to address the order of use for concession. It will update the policy and fee structure and address concessions for large tournaments, which are a profit center for the tournament host.

Parks and Assistant Public Works Superintendent Riverblood stated the Council's comments on signage will be helpful in formulating that recommendation. He stated it would be useful to get the Council's consensus on the Elmcrest Park improvement and process to select an architect so the community planning process can begin to form the Elmcrest Park building design. He suggested selecting the same architect that did the Eden Prairie park buildings. Parks and Assistant Public Works Superintendent Riverblood stated he had analyzed the costs and found the proposal was just as good or better and since the architect owns the plans, the City will get a good product without reinventing the "wheel." He stated he would like to work with the construction manager that was the low bidder on the Eden Prairie park building, had worked well with the architect, and was also the low bidder for Sunfish Lake Park, which came in under bid.

Councilmember Elvig asked if this is a proprietary package that the City has identified and likes.

Parks and Assistant Public Works Superintendent Riverblood stated that is correct, noting it is not in the community's interest to go through the RFP process and this architect and project manager are already proven and demonstrated in Eden Prairie.

Mayor Strommen thanked Parks and Assistant Public Works Superintendent Riverblood for this thorough presentation and the Park & Recreation Commission for their work on the Park CIP.

Park & Recreation Commission Chair Shryock thanked the Council for carefully considering their recommendations and stated they look forward to continuing work on the CIP.

2.03: Discussion Regarding the Economic Development Manager Position

Human Resources Manager Lasher reviewed the staff report, noting the recommendation of the Personnel Committee to approve a resolution directing staff to conduct recruitment for an Economic Development Manager. She requested feedback on the position's description, especially with regard to HRA related duties.

City Administrator Ulrich explained this is a team approach so the Development Manager has to be a team player to work with Community Development, Administration, the business community, and the public to put together a unified economic development approach. He noted that by combining HRA and EDA activities, the City can provide a "one stop shop" for developers coming to Ramsey. City Administrator Ulrich stated this position will be primarily involved with commercial/industrial with Development Services Manager Gladhill having a key role in housing policy and developing housing programs and projects. He noted that Development Services Manager Gladhill is now serving as the HRA Deputy Executive Director and he expects him to continue with an active role. City Administrator Ulrich stated the EDA Economic Manager supports the commercial/industrial effort and Administrative Analyst Brama would continue to work under his direction with administration.

Development Services Manager Gladhill stated support for Option 1 and to supplement the housing component with the Planning Division and consulting planner who has that type of expertise. He reviewed tasks of the Planning Division to identify housing funding, resources, and coordination with the Metropolitan Council and Livable Communities. Development Services Manager Gladhill supported the HRA role as it relates to housing and belief it makes sense to bring this position under that umbrella.

Management Analyst Brama stated the Business Retention and Expansion (BRE) Program is expected to be an ongoing City economic development effort under the new position. He presented the 2012 Executive Report for the BRE Program, noting it has been a successful initiative and well received by the business community. Management Analyst Brama described their efforts to develop relationships and trust in the business community and presented the 2012 results and findings.

Mayor Strommen noted the EDA will also be looking at the BRE Program and asked the Councilmembers to focus on the case before it (Economic Development Manager Position).

Councilmember Riley stated with the turnover in Economic Development, he felt the City had dropped the ball and that Administrative Analyst Brama has opened doors by addressing miscommunications, which helped raise the City in the eyes of businesses. He found this position to be a priority.

Councilmember LeTourneau stated the 2012 Executive Report brings to light that the Economic Development position plays a critical role and asked how much should be dedicated towards housing activity and towards economic development activity. He noted the statistic on the two salable lots is critical when determining the revenue stream available to the City so he thinks this position will be putting a lot of energy into that area.

Councilmember Backous asked if businesses that relocated to other cities were contacted, noting that would be a good resource from which to learn.

Administrative Analyst Brama stated they were not but that could be done in 2013. He stated staff will develop an overview of suggestions to address concerns with non-responses and other improvements. He agreed there is more work to be done.

Councilmember Backous asked that it be part of next year's report.

Councilmember Elvig agreed the Economic Development position is an ambassador as much as everything else but it needs to be done on an on-going basis. With the land, when businesses look to move to Ramsey, he felt it was an issue of timing and having something available to seize the opportunity. Councilmember Elvig suggested also finding out what they think is positive about Ramsey.

Councilmember Tossey stated he would like to know how many that complained about taxes received TIF. He indicated he does not have concern about EDA versus HRA because he wants to move the Personnel Committee recommendation forward, noting the EDA has been active since 1992. However, the HRA is in its infancy and could be discontinued to separate The COR from the rest of Ramsey. Councilmember Tossey supported staff's recommendation and also eliminating the HRA.

Mayor Strommen stated the divergence of the economic development activities has been a frustration of hers. She felt there was value to bringing together the HRA with respect to The COR and traditional EDA role to create a unified vision for the community that includes housing. She noted that during the last strategic planning session, there had been discussion of the function of HRA and EDA and whether both are needed. Mayor Strommen stated she likes that this allows flexibility depending on the direction the Council wants to go but the issue is how to define this job. She noted that housing is still supported by Economic Development staff and she liked the idea of a unified approach since it allows flexibility and the Council can address the structure of the EDA and HRA in the future.

Mayor Strommen requested the EDA's feedback, when available.

The consensus of the Council was to approve the job description and recommendation of the Personnel Committee, as presented, and direct staff to move forward with recruitment of the Economic Development Manager position based on staff's recommendation.

2.04: Discussion Regarding 2013 Union Contract Negotiations for AFSCME, LELS-Patrol and LELS-Sergeants (Discussion closed to the public)

Human Resources Manager Colleen Lasher reviewed the staff report to discuss the three union contracts. She advised that under Minnesota Statutes, Section 13D.03, the meeting can move into closed session to discuss labor negotiations strategy for the City's union contracts. She indicated closed session discussion will relate to 2013 negotiations for AFSCME, LELS-Patrol and LELS-Sergeant union contracts. The closed session will be tape recorded and that tape will be maintained for a period of eight years.

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

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

The City Council meeting moved into a Closed Session at 7:39 p.m.

The City Council reconvened in Open Session at 8:18 p.m.

Mayor Strommen stated the Council held discussion on union negotiations and gave direction to staff.

2.05: Review Proposal from Elwyn Tinklenberg re: Legislative Consulting Services

City Administrator Ulrich reviewed the staff report and the City's past contracts with The Tinklenberg Group for federal assistance on rail and highway transportation projects. He stated consideration is whether to approve The Tinklenberg Group consulting proposal for services related to the pursuit of funding for the Highway 10 and Armstrong Boulevard Interchange in an amount not to exceed $30,000 and billed on an hourly basis.

Elwyn Tinklenberg, The Tinklenberg Group, presented a proposal to provide consulting services related to the pursuit of funding for the Trunk Highway 10 and Armstrong Boulevard interchange. It was noted the proposed work elements of the contract include Federal, State, and local community efforts associated with securing funding for the Armstrong Boulevard interchange project. He noted there is currently a good environment for this funding to occur, good relationships established with Anoka County, the project is a priority at the Anoka County level, and potential for interchanges is strong in terms of the market for retail space and other development space that is interested in the area but waiting for an interchange over the railroad tracks to assure delivery of products in a just-in-time manner. He described the roadwork within Ramsey that has been completed to create a "shovel ready project" including a preliminary design being in place that has been agreed with, connection of infrastructure, and The COR environment. Mr. Tinklenberg stated from all of those perspectives, the time is right to move forward for funding in this Session. He encouraged the Council to look positively at doing that whether with his firm or someone else. Mr. Tinklenberg stated his proposal is straightforward, noting there is already a coordinating group involved from the community, the business community and Chambers are involved, and there is a partnership with Anoka County, which will help bring a larger effort to bear and give this project the kind of support needed to move forward effectively. He noted another part of the proposal that is unique is getting BNSF involved in supporting the crossing since it will benefit them as well as the public.

Councilmember Tossey stated the meeting mentioned was positive about the Armstrong project and what can be accomplished over the next few years. He stated Mr. Tinklenberg had been straight forward in saying it does not need to be him to "quarterback" this effort but there is a political reality and he would ask if it helps or hurts Ramsey's effort to hire Mr. Tinklenberg when there is a Republican controlled Congress and DFL controlled State houses and Governor. He asked Mr. Tinklenberg if he can fit in with that environment, noting Representative Bachmann has expressed a willingness to support the Highway 10 effort.

Mr. Tinklenberg stated that is an important question, how to best position the politics to get this project funded. He believed he can work well across the aisle and has done so with projects like the Brockton Interchange in Hennepin County. In this case, it is working with Representative Bachmann's office and while he welcomes and encourages that support, Ramsey also needs members of the House Transportation Commission, and Congressmen Tim Walls and Rick Nolan. For funding, grant requests related to specific programs are administered through Administration and the Minnesota Department of Transportation (Mn/DOT) and need support of key Congress members for affirmative consideration. Mr. Tinklenberg explained there is need to work on a combination of those to get everyone on board including Anoka County, Representative Bachman, Senators, and Minnesota House and Senate, and the Governor's bonding bill. If that does not occur, Ramsey will need to be involved in the Legislator's additions to the bonding bill. All of that will require being able to work all of the pieces together. Mr. Tinklenberg stated it is beneficial to have a coordinating group like the committee that met the other day because it helps bring things together and assure no instances where politics get in the way. He reviewed his professional background that included working with the US/Department of Transportation under the Bush administrations. Mr. Tinklenberg stated he feels good about his record of working across the aisle.

Councilmember Tossey asked who will be the new Transportation Secretary.

Mr. Tinklenberg advised of candidates under consideration.

Councilmember Tossey asked Mr. Tinklenberg whether he has competing interest, should the City spend $30,000 on a lobbyist, within the six congressional districts that would compete for transportation funds.

Mr. Tinklenberg assured the Council that this would be the only project they would have in front of the Legislature.

Councilmember Tossey asked if Anoka County is seeking $330 million in funding.

Mr. Tinklenberg stated that is his understanding, but he has never been successful with that kind of approach. He noted he had spent a lot of time working on Highway 610 in Blaine but the first thing funded with that project was a retention pond along the highway; however, support built as they were able to secure funding. Mr. Tinklenberg stated this is a difficult road funding piece, noting the Governor put in an additional one-quarter cent sales tax for transit but there is no new State money for roads and bonding is typically for small amounts for actual highway construction, mostly related to bridges. Mr. Tinklenberg stated he thinks expecting the State to come up with a large amount of money to do Highway 10 is not realistic.

Councilmember Tossey left the meeting at 8:30 p.m.

Councilmember Riley stated the City and different groups seems positive, Ramsey is already working with people at the City of Anoka, Anoka County, the State Legislature, and federal level. He asked why Ramsey needs Mr. Tinklenberg and if so, how he would build on it.

Mr. Tinklenberg stated there are many pieces and details that need to be taken care of immediately, a hearing is coming up, a bill needs to be introduced and submitted to committees, and a schedule to keep all of the pieces moving forward. He felt part of the strength is the number of players involved but someone is still needed to keep them moving in a coordinated way. Mr. Tinklenberg commented on the importance of Representative Jim Abeler's commitment since he is able to "build a bridge" to the DFL due to his vote on the Transportation Bill a few years ago. However, he thinks Representative Abeler will also tell the City that it needs someone to keep it moving forward, especially since it is a very compressed time frame of four months and there is a lot to do in terms of legislation and the Governor's bonding bill.

Councilmember LeTourneau thanked Mr. Tinklenberg for attending and stating he is on board with this effort. He agreed this is good timing and asked what the next four months will look like, if the Council acts favorable on this proposal.

Mr. Tinklenberg stated there is clear understanding of the cost breakdown because there will be a local share, $10-$15 million in terms of bonding at the State level, and a Federal grant or Rail Safety Grant that will come later but needs to be in place at the end of four moths. He stated in the next four months, he thinks it is doable to have all elected Federal officials behind it and moving it forward with the new Transportation Secretary. Mr. Tinklenberg noted the proposal mentions his sense that because of relationships built and familiarity of key staff people in congressional offices with this project and the City, it is not as necessary to have a Washington, D.C., delegation and it can be handled effectively locally.

Councilmember Elvig stated he has had the opportunity to work with Mr. Tinklenberg previously when issues needed to be "pushed over the top." He stated in this case the "gun is loaded" and Mr. Tinklenberg is in a key position because of his history with Ramsey, Highway 10, RALF, the overpass, and the train station. He noted Mr. Tinklenberg is a known personality, has been effective, and he can look towards Mr. Tinklenberg to "carry the ball." Councilmember Elvig noted a team probably needs to be developed of business owners and City representatives and a timeframe organized to get things moving forward. He stated he supports this proposal.

Councilmember Kuzma stated he thinks with the overpass being located in Ramsey, the City needs to be the lead organization to spearhead with someone that has the experience, like Mr. Tinklenberg.

Mayor Strommen stated she thinks someone is needed to help staff coordinate and her question relates to appropriate scale, noting Highway 10 is Anoka County's number one transportation priority and specifically the Armstrong interchange. Mayor Strommen stated she is not sure the City's role needs to be coordinating all of the entities and asked if this proposal reconciles with Anoka County's role and other agencies. She explained she would like to assure Ramsey is not duplicating efforts and most effectively using its resources because it is critical to look at community support issues and relationships the City wants to maintain within staff to business and community members.

Councilmember Elvig stated he does not see it as scope or the City taking the lead, but more in how it is coordinated. He agreed Anoka County should take the lead on some issues but the City

needs to stay involved and Mr. Tinklenberg already has strong relationships in Ramsey. Councilmember Elvig noted Mr. Tinklenberg can take a secondary seat in a County issue.

Mayor Strommen suggested staff run this proposal by Anoka County, about whether Mr. Tinklenberg needs to be involved in some of the issues. She stated she does not want the City to pay for the same set of services for which that Anoka County is also paying. Mayor Strommen supported Ramsey working in cooperation with Anoka County and the City of Anoka so all are on the same page but she is concerned that if each starts hiring their own resources, it may defeat the purpose to coalesce around this issue.

City Administrator Ulrich confirmed that Anoka County has this project as its number one priority, has a coordinator, a lobbyist in former Representative Kathy Tingelstad, as well as Federal lobbyists. He noted that he and Mayor Strommen will be meting with those lobbyists while in Washington, D.C. He stated he hopes The Tinklenberg Group proposal will pull together the local steering group, business people, Anoka County, the City of Anoka, Chambers of Commerce, and other interested stakeholders to put pressure on the State and Federal governments. City Administrator Ulrich agreed it may be possible to cut back this proposal and he is interested in talking with Anoka County about that possibility.

Mayor Strommen stated she does not want to duplicate efforts.

City Administrator Ulrich stated this is an opportunity for Ramsey to put forth its best effort so it will take some discussion.

Mayor Strommen stated she would like staff to hold conversations with Anoka County to assure this proposal is scaled appropriately before it is considered by the Council.

Councilmember LeTourneau stated when he asked Mr. Tinklenberg about how it will look in four months and form of delivery, Mr. Tinklenberg had been very clear and indicated the majority focus on what he will deliver: the State funding piece, the Federal funding piece specific to this project, and relationships that reside in other bodies with decision makers.

Mayor Strommen asked how much of that Anoka County is already doing that Ramsey can "piggyback on" without duplicating that effort. She wanted to assure the City moved in concert and compliment their efforts.

Councilmember Backous agreed, noting the entities could end up working against each other so he thinks it is prudent to touch base with Anoka County and make sure efforts are coordinated.

Councilmember Elvig stated he does not want Ramsey to fall just short of being successful and for $5,000, he would prefer to "push." He noted that Anoka County has a bigger picture in mind than Ramsey and it may be a question of how it is managed.

City Administrator Ulrich agreed that Ramsey has its own interests that are independent of Anoka County and the City of Anoka, and that is Armstrong Boulevard.

The consensus of the Council was to direct staff to hold conversations with Anoka County relating to the scope of the consulting proposal from The Tinklenberg Group related to the pursuit of funding for the Highway 10 and Armstrong Boulevard Interchange.

City Administrator Ulrich stated this topic will be on the City Council's February 12, 2013, meeting agenda for further discussion.

2.06: Discuss Dates for Joint City Council Meeting with City of Anoka

City Administrator Ulrich reviewed the staff report, noting the City of Anoka has proposed different meeting dates since one of their Councilmembers is out of town on March 11, 2013.

Following discussion of availability, the consensus of the Council was to direct staff to schedule a joint City Council meeting with the City of Anoka on Tuesday, April 30, 2013.

Mayor Strommen advised that City of Dayton Mayor McNeil is also interested in a joint meeting and asked staff to follow up with him.

3. FUTURE TOPICS FOR DISCUSSION

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

Development Services Manager Gladhill stated staff has been approached by a potential senior housing developer that has zoning concerns so the Planning Commission, at its February 21, 2013, Work Session, will focus on those issues. He invited Councilmembers to attend that meeting, which will start at 5:30 p.m.

At the suggestion of Councilmember Elvig, the Council agreed to consider the topics of leasing certification and the use of recreational vehicles on public roads, both being safety related issues.

Development Services Manager Gladhill requested adequate time for staff to prepare that information and recommendation on a rental licensing program.

Councilmembers Riley and Kuzma reported on the League of Cities Training for Newly Elected Officials.

5. ADJOURNMENT

Mayor Strommen adjourned the Work Session of the City Council at 9:07 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, March 5, 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
Human Resources Manager Colleen Lasher
Management Analyst Patrick Brama

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:33 p.m.

2. TOPICS FOR DISCUSSION

2.01: City Board and Commission Interviews

It was noted that the Council conducts annual Board and Commission interviews every March for specific seats that are vacant and for terms that are set to expire on March 31. The Council is considering applicants for the following seats: two Economic Development Authority; one Environmental Policy Board; two Park and Recreation Commission; and, three Planning Commission.

Human Resources Manager Lasher advised there are nine candidates for eight openings. She reviewed the information related to questions that will be asked of each candidate, scoring sheet, and core values/traits that are important. Human Resources Manager Lasher explained that following each interview, the Council will score the candidate.

Human Resources Manager Lasher read the recommendation from Planning Commission Vice Chair Gary Van Scoy recommending the reappointment of Gary Levine.

Management Analyst Brama recommended holding the score sheets until the group of candidates is completed in case the Mayor or Councilmember would like to make an adjustment.

The Council introduced themselves prior to each interview.

Council conducted interviews with the following Candidates:

Jon Trappen
Angela Olsen
Thomas Mobry
Cindy Nosan
Gary Levine
Phillip Brunt
Glen Hardin
Mathew Maul
Tara Pendergast

Consideration of Appointments

Management Analyst Brama tabulated the Mayor's and Councilmember's score sheets for each applicant and presented the data results, average ranking of each candidate, and selection table.

Following discussion, Council consensus was reached on the following appointments:

Economic Development Authority –	Glen Hardin (4-year term)
	Phillip Brunt (1-year term)
Environmental Policy Board –	Tara Prendergast
Park and Recreation Commission –	Angela Olsen and Thomas Mobry
Planning Commission –	Gary Levine (4-year term)
	Cindy Nosan (4-year term)
	Mathew Maul (3-year term)

The Council suggested Jon Trappen be offered an opportunity to volunteer on the Ramsey Foundation or Happy Days Committee.

3. FUTURE TOPICS FOR DISCUSSION

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None

5. ADJOURNMENT

Mayor Strommen declared the Work Session adjourned at 7:59 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, March 12, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Member Absent: Councilmember Randy Backous

Also Present: City Administrator Kurtis Ulrich
Police Chief James Way
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Development Services Manager Timothy Gladhill
Management Analyst Patrick Brama
City Attorney William Goodrich

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:53 p.m.

Mayor Strommen advised that Case 3.03 will be removed from the agenda as Fire Chief Kapler is unable to attend.

2. TOPICS FOR DISCUSSION

2.01: Discussion Regarding 2013 Union Contract Negotiations with AFSCME (Portions were closed to the public.)

Human Resources Manager Lasher advised that under Minnesota Statutes, Section 13D.03, the meeting can move into closed session to discuss labor negotiations strategy for the City's union contracts. She indicated closed session discussion will relate to 2013 negotiations for the AFSCME union contracts. The closed session will be tape recorded and that tape will be maintained for a period of eight years.

Motion by Councilmember Tossey, seconded by Councilmember Kuzma, to move to Closed Session to discuss labor negotiations.

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

The City Council meeting moved into a Closed Session at 5:54 p.m.

The City Council reconvened in Open Session at 6:23 p.m.

It was noted the Council held discussion and authorized staff to further negotiations.

2.02: 15153 Nowthen Boulevard: Review Cost Benefit Analysis of Former Municipal Center Site

Management Analyst Brama reviewed the staff report.

Councilmember Elvig noted in the past, this property was sought after for high-density housing and questioned if there was appetite for that option. He stated there could be $100,000 to $120,000 per acre for this 20-acre site.

Management Analyst Brama stated a high-density housing analysis was not included, but could be conducted.

Development Services Manager Gladhill stated staff has looked at medium- to high-density residential previously but the Council's appetite was lukewarm unless a senior housing project. Because of that, staff did not invest additional resources in undertaking that analysis.

Councilmember Elvig agreed it may not be the right timing to consider residential but he wanted to raise that option since there was market interest at one time, noting there is also a school across the street.

Management Analyst Brama presented staff's analysis of potential revenues, expenses, and one-time land transaction. He reviewed an updated bond analysis, preliminary analysis for Fire Station funding, and next steps.

It was noted that staff reviewed the cost/benefit analysis and reached the following conclusions:

1) From a one-time land transaction scenario perspective, a residential development scenario results in a higher general tax revenue stream than does a residential development. 1 Data Center = $276,742; 2 Data Centers = $223,714; and, Residential = $28,263.
2) From a one-time land transaction scenario perspective, a residential development scenario results in a higher return for the City. Data Centers – 0 - $500,000; Residential = $1,000,000.
3) Considering the City's strategic plan of using revenues from the Subject Property to pay for a new fire station, Staff would conclude Data Center scenarios provide a stronger and more complete financial solution than does a residential development.

Management Analyst Brama presented options available for consideration and indicated staff recommends the City move forward with pursuing a Data Center user(s). He noted this option provides a solution to finance the City's new fire station and the only foreseeable drawback is a potential negative reaction from the public relative to land use planning. To address the unknown variable of public feedback, Staff recommends an open house to complete the land use analysis.

Councilmember Elvig stated this is good information, as is staff's recommendation for two buildings since it would be more marketable. However, he has a problem with starting the conversation saying the City will have to give away the land. He preferred to start a bidding war for this property so the City's funds can be recovered. Councilmember Elvig noted an appraisal may work against the City but for a data center, this is a prime location in this quadrant of Anoka County and he thinks there will be competition. He challenged staff to develop that type of strategy and formula.

City Administrator Ulrich stated for a public presentation that is a good portrayal, as having market value at $1.3 million. But even with zero proceeds, staff's analysis demonstrated that due to annual tax, the payback term is relatively short at five to six years. However, it would not pay to construct a Fire Station. He concurred the City should not start negotiations by indicating the City is willing to give away the land.

Councilmember Tossey stated he has heard a lot of "what ifs" and is not prepared to take a position that this will be the greatest location for a data center in Anoka County so the City will give the land. He stated support for Concept 3, thinking it is the only sure way the City will get money for the property. He felt there were too many unknowns with Concepts 1 and 2 and he would not feel comfortable with those risks unless there was a buyer in hand.

Development Services Manager Gladhill stated to give the broadest options, the property could be rezoned R-1 with an overlay zoning district for a data center in case the right user presents itself. Then a data center would know of that opportunity but it would give the City the greatest flexibility.

Councilmember Kuzma asked what the position of Connexus Energy is.

Management Analyst Brama stated Connexus Energy has been approached by prospects about this site, so they became interested since data centers are high users of energy. He stated his understanding that Connexus Energy conducted an analysis of this site and paid a $3,000 fee to the State of Minnesota to get this site certified. Management Analyst Brama stated the City is not locked into a data center development should something else come forward but consideration is whether to give direction to staff to market the site.

Councilmember Elvig stated in marketing sometimes a focused "laser shot" can be the most effective approach and he likes what Councilmember Tossey said about being more market-sensitive and letting the whole market drive the use. He noted the City is out of industrial park sites and an overlay district would act in that way for light industrial and allow staff to market the site while still having it zoned residential to keep the market value higher.

Councilmember Riley stated he does not want to "chase rainbows" but the City was not looking to make this happen, Connexus Energy came to the City because it had been looking for sites in Anoka County.

Councilmember Tossey stated other developments (Legacy / Suite Living) also came to Ramsey but did not happen. He stated he supports the option raised by Development Services Manager Gladhill about rezoning and having an overlay district.

Mayor Strommen stated this is more about signaling that the City is willing to work with a data center and entertain that option if such a project comes forward. At the same time, not focusing so much that it appears desperation to only consider that one use (data center).

City Administrator Ulrich advised that data centers are not eligible for Tax Increment Financing (TIF) and the zoning hearing with the neighborhood could get contentious as a data center is an industrial looking use and it would be located in the back yards of a residential neighborhood.

Councilmember Elvig asked what would be the plan for marketing at this point.

City Administrator Ulrich stated staff recommends getting it out to the neighborhood prior to expending resources for marketing.

Management Analyst Brama stated Connexus Energy has indicated they would pay the costs to market and staff this effort.

The consensus of the Council was to direct staff to move forward with marketing and positioning the former municipal center property for a Data Center(s) by moving forward with an open house, developing a zoning proposal, and recognizing environmental conditions.

2.03: Rebuild of Fire Station #2

This item was removed from the agenda.

2.04: Consider Offer to Purchase City Owned Property Located at 14280 Azurite Street NW

This item was not considered due to the late hour.

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 6:55 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.

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. PRESENTATION 2
2.01: Swearing in of New Police Officer 2
3. CITIZEN INPUT 2
4. CONSENT AGENDA 2
5. APPROVE AGENDA 4
6. PUBLIC HEARING 4
7. COUNCIL BUSINESS 4
7.01: Introduce an Ordinance to Amend City Code Chapter 34, Section 34-21 Weapons .. 4
7.02: Adopt Ordinance #13-06 Authorizing the City of Ramsey to Sell / Convey Surplus Land (Windsorwood Property) 5
7.03: Consider Request to Waive Fees for Easement Vacation on the Property located at 6100 Bunker Lake Boulevard NW; Case of Dennis Sharp 5
7.05 Approve Memorandum of Understanding Between the City of Ramsey and 21st Century Bank Related to Future Landscape Obligations in TOWN CENTER GARDENS 3RD ADDITION; Case of Seasons of Ramsey Limited Partnership an 21st Century Bank 6
7.06: Adopt Resolution #13-03-058 Appointing Board and Commission Members 6
7.07: Adopt Resolution #13-03-055 Granting an Access Easement Over and Across Tract A, Registered Land Survey No. 249 to Benefit the Property located at 6781 Highway 10 NW 7
7.04: Consider Offer to Purchase City Owned Property Located at 14280 Azurite Street NW (Portions were closed to the public.) 7
8. MAYOR, COUNCIL AND STAFF INPUT 8
9. ADJOURNMENT 8

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, March 12, 2013 at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Member Absent: Councilmember Randy Backous

Also Present: City Administrator Kurtis Ulrich
Police Chief James Way
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Development Services Manager Timothy Gladhill
Management Analyst Patrick Brama
City Attorney William Goodrich
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., and led in the Pledge of Allegiance to the Flag.

2. PRESENTATION

2.01: Swearing in of New Police Officer

Police Chief Way introduced Cory Gardner and City Attorney Goodrich then administered the oath of office to Mr. Gardner. The Council and audience welcome Officer Gardner with a round of applause.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

Motion by Councilmember Elvig, seconded by Councilmember Kuzma, to approve the following items on the Consent Agenda as revise to remove Items 4.05, 4.08, and 4.09:

4.01: Receive Cash and Investments for Period Ending January 31, 2013
4.02: Receive Cash and Investments for Period Ending February 28, 2013
4.03: Receive 2013 Building Division Month End Report: February
4.04: Approve the following Meeting Minutes:
1. City Council Special Session – February 26, 2013
2. City Council Work Session – February 26, 2013
3. City Council Regular Session – February 26, 2013

~~4.05: Approve Memorandum of Understanding Between the City of Ramsey and 21st Century Bank Related to Future Landscape Obligations in TOWN CENTER GARDENS 3RD ADDITION; Case of Seasons of Ramsey Limited Partnership an 21st Century Bank~~ This item was removed from the Consent Agenda and considered as Item 7.05.

4.06: Adopt Resolution #13-03-056 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 21, 2013 through March 6, 2013

4.07: Adopt Resolution #13-03-062 Granting Authorization to Hire a City Engineer and to Approve a Transition Period with the Engineering Consultant

~~4.08: Adopt Resolution #13-03-058 Appointing Board and Commission Members~~. This item was removed from the Consent Agenda and considered as Item 7.06.

~~4.09: Adopt Resolution #13-03-055 Granting an Access Easement Over and Across Tract A, Registered Land Survey No. 249 to Benefit the Property located at 6781 Highway 10 NW.~~ This item was removed from the Consent Agenda and considered as Item 7.07.

4.10: Adopt Policy for Leasing City Owned Property

4.11: Report from the Finance Committee Meeting dated February 26, 2013:
1) Amend 2012 Enterprise Budgets and Adopt 2013 Enterprise Budgets – *Ratify the recommendation of the Finance Committee and Adopt Resolution #13-03-048, Amending the 2012 Enterprise Budgets and Adopt Resolution #13-03-049 Adopting the 2013 Enterprise Budgets*
2) Amend the 2012 General Fund Budget – *Ratify the recommendation of the Finance Committee and Adopt Resolution #13-03-045 Amending the 2012 General Fund Budget*
3) Amend 2012 Economic Development Authority Budget and Adopt 2013 Economic Development Authority Budget – *Ratify the recommendation of the Finance Committee and Adopt Resolution #13-03-046 Amending the 2012 Economic Development Authority Budget and Adopt Resolution #13-03-047 Adopting the 2013 Economic Development Authority Budget*

4.12: Report from the Personnel Committee Meeting dated February 26, 2013:
1) Consider a Resolution to Promote the Management Analyst and Hire an Intern – *Ratify the recommendation of the Personnel Committee and Adopt Resolution #13-03-057 Promoting Mr. Patrick Brama to the Position of Assistant to the City Administrator, at Step 1 of the Wage Scale / $27.91 per hour, and Authorize Hiring a Part-Time Temporary Intern to work the equivalent 20-30 hours per week at $11.00 per hour for six months.*

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

5. APPROVE AGENDA

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to approve the agenda as revised to consider Cases 7.05, 7.06, and 7.07.

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

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Introduce an Ordinance to Amend City Code Chapter 34, Section 34-21 Weapons

Police Chief Way reported on the 2012 hunting season, reviewed the staff report, and recommendation to remove Section 34-21, Weapons, (b) Bows and Arrows, (1) b., c., and (4) so it is clear that a permit is needed any time a bow is used within the City.

The Council supported the position of Councilmember Riley that the ordinance should be redrafted as it had undergone numerous amendments, the language was disjointed, portions were antiquated, and repetitive.

Police Chief Way agreed with Councilmember Tossey that reference in Section 2 relating to use of lead shot can be removed, as it is addressed in Statute and no longer needed.

The Council discussed the option of postponing introduction to allow time for the ordinance to be redrafted. The Council supported the suggestion of Councilmember Elvig to create a subcommittee to work with Police Chief Way to assure the language is correct and also addresses harvesting of deer.

Police Chief Way stated it would be helpful to include opinion from those who hunt. Councilmembers Elvig, Riley, and Tossey volunteered to meet with Police Chief Way to discuss wording of this ordinance. Once completed, it will be presented to the Council for introduction.

Motion by Councilmember Tossey, seconded by Councilmember Riley, to postpone indefinitely consideration of an Ordinance to Amend Chapter 34, Article II, Offenses Involving Public Safety, Section 34-21, Weapons.

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

7.02: Adopt Ordinance #13-06 Authorizing the City of Ramsey to Sell / Convey Surplus Land (Windsorwood Property)

Management Analyst Brama reviewed the staff report.

Motion by Councilmember Tossey, seconded by Councilmember Riley, to Waive the Reading as required by the City Charter and Adopt Ordinance #13-06 Authorizing the City of Ramsey to Sell/Convey Surplus Land and authorize the City Attorney to draft the purchase agreement selling the property to David Francis Pomroy in accordance with the terms approved by the City Council including a sale price of $42,000 and authorizing the Mayor and City Administrator to sign the purchase agreement on behalf of the City.

A roll call vote was performed by the Recording Secretary:

Councilmember Tossey	aye
Councilmember Riley	aye
Councilmember LeTourneau	aye
Councilmember Backous	absent
Councilmember Elvig	aye
Councilmember Kuzma	aye
Mayor Strommen	aye

Motion carried.

7.03: Consider Request to Waive Fees for Easement Vacation on the Property located at 6100 Bunker Lake Boulevard NW; Case of Dennis Sharp

Development Services Manager Gladhill reviewed the staff report.

The Council agreed staff's recommendation results in a fair resolution.

Motion by Councilmember LeTourneau, seconded by Councilmember Elvig, to waive the standard application fee and half of the required escrow fee for an Easement Vacation request, requiring that the Applicant pay for all hard costs incurred by the City including, but not limited to, public hearing fees, mailing fees, copying charges, and recording fees, but not require the Applicant to be charged for City Staff time to process the request.

Further discussion: Dennis Sharp, 6100 Bunker Lake Boulevard NW, stated he assumes the Council understands what happened and clarified he was requesting the City correct its mistake when the second easement was placed and created a 99-foot easement instead of a 66-foot easement. Development Services Manager Gladhill explained that during site plan review, the applicant advises of easements encumbering the property; however, that did not occur, resulting in liability on both the City and applicant since the easement had not been relayed to staff at that time. Mr. Sharp stated he would agree with staff's recommendation but still found it to be an error made by the City's Engineering Department when this additional 33-foot easement was taken by mistake.

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

7.04: Consider Offer to Purchase City Owned Property Located at 14280 Azurite Street NW (Portions may be closed to the public.)

The Council agreed with the suggestion of City Administrator Ulrich to consider Case 7.04 as the last agenda item.

7.05 Approve Memorandum of Understanding Between the City of Ramsey and 21st Century Bank Related to Future Landscape Obligations in TOWN CENTER GARDENS 3RD ADDITION; Case of Seasons of Ramsey Limited Partnership an 21st Century Bank

Development Services Manager Gladhill reviewed the staff report and pointed out the corrected legal language.

Motion by Councilmember Elvig, seconded by Councilmember Kuzma, to approve Memorandum of Understanding Between the City of Ramsey and 21st Century Bank Related to Future Landscape Obligations in TOWN CENTER GARDENS 3RD ADDITION; Case of Seasons of Ramsey Limited Partnership an 21st Century Bank.

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

7.06: Adopt Resolution #13-03-058 Appointing Board and Commission Members

Human Resources Manager Lasher reviewed the staff report and advised that the Mayor makes the appointments to the Housing & Redevelopment Authority that are then approved by the Council. She advised of appointments and terms of service that had been previously discussed by the Council during Work Session.

Mayor Strommen indicated the Council had referred the process for recruitment, application, and interview to the Personnel Committee for consideration and recommendation.

Motion by Councilmember Elvig, seconded by Councilmember LeTourneau, to adopt Resolution #13-03-058 Appointing Board and Commission Members.

Further discussion: Councilmember Tossey stated his intent to oppose the motion as he does not think the Council had correctly followed State Statute guidelines when making appointments, noting the Mayor has executive authority to make appointment to the EDA. He supported preserving this one executive decision of the Mayor, thinking the outcome may have been different based on discussion during the Work Session. Mayor Strommen emphasized that the resolution correctly reflects her appointments to the EDA, noting the State Statute does not prohibit the Mayor from taking advice from the City Council for this appointment, which she would support as the City Council approves the appointments.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Elvig, LeTourneau, Kuzma, and Riley. Voting No: Councilmember Tossey. Absent: Councilmember Backous.

7.07: Adopt Resolution #13-03-055 Granting an Access Easement Over and Across Tract A, Registered Land Survey No. 249 to Benefit the Property located at 6781 Highway 10 NW

Development Services Manager Gladhill reviewed the staff report and revised language.

Motion by Councilmember Elvig, seconded by Councilmember Riley, to adopt Resolution #13-03-055 Granting an Access Easement Over and Across Tract A, Registered Land Survey No. 249 to Benefit the Property located at 6781 Highway 10 NW.

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

7.04: Consider Offer to Purchase City Owned Property Located at 14280 Azurite Street NW (Portions were closed to the public.)

City Attorney Goodrich advised that under Minnesota Statutes, Section 13D.05, Subd.3(c), 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 the sale of 4.8 acres on the north side of Bunker Lake Boulevard adjacent to MultiSource Manufacturing and Diamond Graphics at 14280 Azurite Street NW. The closed session will be tape recorded and that tape will be maintained for a period of eight years.

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

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

The City Council meeting moved into a Closed Session at 7:43 p.m.

The City Council reconvened in Open Session at 8:13 p.m.

City Attorney Goodrich stated the Council held discussion and no final decision was reached except to direct staff to make a counter offer to the prospect for the sale of City-owned property located at 14280 Azurite Street NW.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Tossey reported on the well-received presentation before the Senate Transportation Committee relating need for improvements to Highway 10. He stated the ultimate need for these improvements are to address public safety. Councilmember Tossey presented a narrated video describing the configuration of Highway 10, need for improvements, and depicting a three-automobile accident at the intersection of Highway 10 and Sunfish Lake Boulevard. He noted first responders are responsible to secure the scene to make sure it is safe but they were not able to get to the scene as they were blocked by a rail train.

Mayor Strommen stated this video will again be part of the City's testimony before the Senate Committee tomorrow. She asked Councilmembers Tossey and LeTourneau to continue providing updates to keep the Council apprised.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:25 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, March 19, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Acting Mayor Randy Backous
Councilmember David Elvig
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley

Members Absent: Mayor Sarah Strommen
Councilmember Jason Tossey

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Development Services Manager Timothy Gladhill
Interim Engineer Shane Nelson

1. CALL TO ORDER

Acting Mayor Backous called the City Council Work Session to order at 6:05 p.m.

2. TOPICS FOR DISCUSSION

2.01: Consider Implementation of Long Term Road Maintenance Policy

Public Works Superintendent Riemer reviewed the staff report detailing the Council's past consideration of a long-term Road Maintenance Policy and three options to finance road maintenance/reconstruction:

1) Raise the general fund levy to accommodate the need
2) Assess 100% of the costs to benefiting property owners
3) Implement a new revenue source (franchise fee)

Acting Mayor Backous asked whether the AVL System will help track pavement condition.

Public Works Superintendent Riemer explained how that information is currently being tracked.

Acting Mayor Backous asked whether maintenance practices have increased so the sealcoat and overlay schedule can be extended.

Public Works Superintendent Riemer stated there is a better crack fill mix so that may be an impact. He explained how changes in winter weather results in creating additional potholes.

Public Works Superintendent Riemer presented the costs to reconstruct the City's 142 miles of local roadways every 40 years with sealcoating at years 5, 12, 24, and 31, noting that using a $14 per residential customer franchise fee (split between two franchises at $7 each), the amount available for use in the reconstruction efforts in 2012 and 2013 would be $1.53 million annually. With that level of fee, the only way to achieve a program that is fully funded is to require a 50% assessment for reconstruction. However, there would be no assessment for maintenance activities (sealcoats or overlays).

Councilmember Elvig explained that to bond for a project, 20% of the project has to be assessed. However, if it is petitioned against, the project then does not move forward so the road further deteriorates.

Public Works Superintendent Riemer stated an issue yet to be addressed is retroactivity and where you "draw the line" and start instituting a franchise fee. He indicated staff recommends that initially the City begin the franchise fee with a 50% reconstruction assessment, increasing the fee 5% each year for the first five years to ultimately get to an overall reconstruction assessment of 25%.

Acting Mayor Backous stated he does not want to ask a resident to pay for an assessment in addition to a franchise fee. He preferred that once the assessment is paid off, then a franchise fee could be instituted.

Finance Director Lund stated she does not think the utility company will consider that option since it would be difficult to track.

Acting Mayor Backous stated it may be something the City has to address, such as a reduced assessment.

City Administrator Ulrich stated a rebate program may be another option.

Public Works Superintendent Riemer displayed a picture of Garnet Street, considered the Ramsey road in the worst condition. It was reconstructed in 1989 but paved over clay.

Councilmember Elvig noted those residents had postponed reconstructing this road because a developer was interested in splitting the lots for development and the road was to be done at the same time. However, due to the economic downturn, that did not move forward which made the dilemma worse.

Councilmember Kuzma asked if sewer would be installed at the same time as road reconstruction.

Public Works Superintendent Riemer stated the residents do not want to pay for the sewer or water assessments and the City does not want to reconstruct a road and then in ten years have to tear it out to install utilities. He agreed that is one of the biggest questions holding it up.

Councilmember Elvig stated that will be a dilemma for many of the reconstructed roads and whether to add concrete curb and gutter. He noted the City will need to establish a policy.

Acting Mayor Backous asked whether staff's recommendation is to reconstruct to a 9-ton standard even for residential streets.

Public Works Superintendent Riemer answered in the affirmative since the roads will hold up longer.

Acting Mayor Backous asked if staff recommends curb and gutter because it extends the life of the roadway by creating sides to hold up and protect the blacktop edges.

Public Works Superintendent Riemer confirmed that is the case.

Interim Engineer Nelson stated staff wanted to present information for the Council's discussion. He described the materials of which blacktop is comprised and provided a presentation on pavement maintenance.

Councilmember Elvig asked whether RV sunlight rays also deteriorate blacktop and if the use of granite chips prevents deterioration.

Interim Engineer Nelson stated that is correct and the layer of oil prevents RV sunlight from deteriorating the blacktop. He continued presentation of pavement maintenance by describing how moisture undermines the aggregate road base, and how patching, crack filling, sealcoating, and overlays can extend the life of the pavement. Interim Engineer Nelson reviewed the costs for pavement rehabilitation and number of years it would extend the life of the road. He indicated that Ramsey has good subsurface soils and explained how regular maintenance can extend the pavement and avoid the most costly method, reconstruction.

City Administrator Ulrich asked about the use of geo-textile fabric underlayment to extend pavement life.

Interim Engineer Nelson described how geo-textile fabric underlayment is used and explained that every time he has looked at the costs, he has found the money would be better used to increase the depth of the subsurface or inches of blacktop. In addition, underlayment can cause problems when the road is reconstructed.

Councilmember Riley asked when crack sealing is done.

Public Works Superintendent Riemer stated the City only does crack sealing just prior to sealcoating.

Councilmember Kuzma asked if the City charges other fees that are similar to a utility fee.

Finance Director Lund stated the City does not currently have a franchise fee on the Connexus utility bill. She explained that in 2003, the City collected $450,000 in a utility fee to replace Local Government Aid the State had cut, but that utility fee sunset after three quarters.

Councilmember Elvig stated when the Council instituted that utility fee, residents did not think it would be sunset, but it was. He noted the City charges a stormwater drainage fee and streetlight fee.

Finance Director Lund stated the City service bill has fees for recycling, streetlights, and stormwater drainage. The franchise fee under consideration would be on the Connexus utility bill.

Acting Mayor Backous stated Connexus is opposed to having a franchise fee because it is on their bill and their customers will think it is a fee from Connexus. He stated he supports a franchise fee because it brings all to the table, including tax-exempt entities that use the roads and bring in traffic. He felt it was fair for those types of properties to also contribute. Acting Mayor Backous stated he did not like the assessment process because residents with 200 feet of road frontage may have one car while others with 100 feet of road frontage may have ten cars. He did not believe the assessment process was fairly tied to use.

Finance Director Lund noted property tax is based on value, and not how much you use the road. She stated the 2013 budget includes $1,327,500 in the General Fund budget for roads. This was decreased from $1.5 million when the Riverdale Drive project was dropped. It was noted that another source is Tax Increment Financing (TIF) District 4 but it decertifies in 2014. Finance Director Lund presented a summary of road maintenance funding within the 2013 budget and number of employees that would have to be cut to fund those projects through staff reductions.

Councilmember Kuzma asked if a $14/month franchise fee makes up the $520,000.

Finance Director Lund stated at $14/month it contributes about $1.5 million based on the number of customers from several years ago.

Interim Engineer Nelson stated $1.44 million would provide 50% funding for the initiative so the City will have to rely on another revenue source, such as assessments, for the other 50%. At $28/month, the initiative would be fully funded.

Acting Mayor Backous stated that assumes everything stays flat and asked if it is anticipated there will be property tax increases, population increases, or cost increases.

Finance Director Lund noted it could hold funding within the General Fund and address the additional $800,000 that has been found by short-term funding.

Acting Mayor Backous stated if the City is funding this level of road projects, it will need to hire additional help so further staff reductions is not a feasible consideration.

Finance Director Lund explained that if we keep $1.5 million funding within the General Fund budget, about 17 employees would need to be cut. Ramsey currently has 60 full-time employees so that would be cutting over one-fourth of the staff. As an example, Department wise, $1.5 million would cut administrative by three-fourths and the Police Department by one-third.

Councilmember Riley stated this would fix only one-half of the problem so the City would still need to do assessments but it sounds like there are problems with the assessment process. But if paying a franchise fee each month, it does not feel like the Council has solved anything.

Acting Mayor Backous stated he does not support assessments because it is not an efficient way to address road reconstruction. He pointed out that one argument made to keep 20% assessments is to keep a bonding ability but he does not know how big of an issue that is.

Interim Engineer Nelson stated there is a fairly new Statute, the Street Reconstruction Act, under which the City would prepare a five-year CIP, hold one hearing, and then if the CIP is approved the City can bond for the improvements under a different State Statute.

Finance Director Lund noted, in regard to bonding, that is still a tax levy and has to be incorporated into the budget. If only assessing 20%, the City still needs to fund 80% on the General Budget tax levy.

Acting Mayor Backous stated a portion of the project could be funded through franchise fee.

Councilmember Riley pointed out this is a long-term problem and if the City bonds now, it would be revolving funding. He felt it would be better to pay it now and then continually pay it.

Parks and Assistant Public Works Superintendent Riverblood stated the franchise fee only covers one-half with numbers based upon the ordinary schedule but streets in the system now could be phased in other than the optimal schedule. He raised the option of matching projects to the franchise fee without resorting to assessments.

Public Works Superintendent Riemer agreed the road reconstruction schedule could be stretched out.

City Administrator Ulrich stated that is a good point and the estimated numbers can be refined from a $40 million effort to perhaps a $30 million effort. In addition, staff can refine the standards such as whether it is an urban design (more costly) or more rural design. He stated a $28/month franchise fee may not even be allowed by State Statute and he thinks residents would not support that high of a franchise fee. City Administrator Ulrich noted the financing will need to be a combination of franchise fees, assessments, and General Fund with the Enterprise Funds also paying a portion.

Finance Director Lund stated this scenario did not include any franchise funds.

City Administrator Ulrich stated the Stormsewer Fund and Utility Fund are potential sources.

Councilmember Elvig pointed out that assessments can be charged by PIN instead of front footage. He felt it may not be as big of a problem at the 40-year mark as it has been made out to be because Ramsey has a good sand base and maintenance processes are better. He stated he had checked with other cities and learned they do not tear out a road until there is a water or utility problem. Then they use their Water Fund or Sewer Fund to cover the costs. Councilmember Elvig stated the City needs to hire additional engineering staff to generate revenue through charges for plan review and engineering of projects, which can be a significant amount of $1.2 million to $2 million/year from developers and road projects.

Finance Director Lund explained that if it is a sewer project, water project, or MSA road project, the percentage of engineering costs provided by the City helps to offset General Fund costs.

Councilmember Elvig pointed out that as population increases, growth can be part of the equation. In addition, the Council needs to address whether to improve road standards. He noted that some of the 40-year roads are located between two sewer pipes and if there will be growth in that area, sewer and water utilities should be included when the road is reconstructed. Councilmember Elvig asked if the City can identify redevelopment zones such as that, noting growth will take care of the road cost. He suggested the City bring Legislative pressure to get a Road Improvement District approved.

Interim Engineer Nelson stated that issue is again being considered by the Legislature this year.

Councilmember Elvig stated if the Legislature approves the use of a Road Improvement District, the City can then charge a road fee to all in the City to cover the road costs. He felt a franchise fee was the fairest way to go, noting the resident survey showed that 73-75% supported that option. He stated he would propose a $14/month franchise fee.

Councilmember Kuzma stated the question is that at the $1.3 million, it deals with roads only and not sewer and water utilities, which would be assessed.

Interim Engineer Nelson confirmed it does not include sewer and water, and that those costs could be paid from respective Enterprise Funds. He explained that the City has a unique Charter. Rather than assessing the cost at the time of utility construction, the City charges a connection fee that is about equivalent. In this way, the City fronts the money and then when the property connects, the owner pays a connection fee that is about equivalent.

Councilmember Elvig stated the cost to bring a sewer pipe to the house is $12,000 compared to a cost of $20,000 to install a new septic system.

Councilmember Riley stated every city has to deal with this issue and asked whether staff has looked at how it was resolved by other cities that are 15 years old. He stated he would like to hear what other cities have done to address this issue. He asked when the Municipal Center will be paid off.

Finance Director Lund stated it is 2032-2033.

Councilmember Riley stated the City has historically funded $500,000 annually for road projects so it is looking for $2.5 million. He stated if the City taxes it, the costs are deductable, which saves everyone one-third of the tax. In addition, for the same reasons the utility companies do not want a franchise fee on their bill, he felt it was disingenuous to push this issue onto the utility companies.

Acting Mayor Backous stated the utility company can present the franchise fee on the bill any way they want.

City Administrator Ulrich stated staff did look at how several other cities have addressed road reconstruction and can provide that information. Coon Rapids has a flat fee for residential that is reasonable and not challenged. He noted road assessments are usually $7,000/property and the Coon Rapids' flat fee is in the area of $2,500/property. Another option is to hold public hearings prior to extensive engineering. In that way, the City would not invest several hundred thousand dollars on a project that is challenged and does not move forward.

Finance Director Lund stated Coon Rapids also has a franchise fee but it is based on a percentage of the utility bill.

Acting Mayor Backous agreed that a franchise fee is a tax and he would not object to having it so stated on the Connexus bill.

Councilmember Riley asked why the City would then not tax.

Councilmember Elvig explained that franchise fees do not come into the General Fund so those funds cannot be used to balance the General Fund.

Acting Mayor Backous stated it also brings in all property owners, which does not occur with taxes. He stated he does not want the City to sneak something in, but wanted to make it clear that franchise fees are a tax.

Councilmember Kuzma stated it is the responsibility of the City to provide services and good roads are one of those services.

Acting Mayor Backous stated he does not support a franchise fee of $28/month but would support a single-digit franchise fee that is not a burden for residents but would allow the immediate problems to be addressed. Then the funding can be refined over time as better numbers come in.

Councilmember Riley asked how the other 50% would be funded.

Councilmember Kuzma stated one option is to stretch out the reconstruction schedule.

Councilmember Elvig stated all of the criteria has not yet been entered in so he does not think this scenario is accurate.

Councilmember LeTourneau stated this is a complicated issue and he thinks the easy solution is a tax or franchise fee but he prefers the idea of coming up with a revenue solution. For him, it would be more about coming up with opportunities, but he knows that cannot always be guaranteed as an assessment can be guaranteed. Councilmember LeTourneau suggested addressing this issue in five-year increments and creating specific strategies in how to reach a revenue goal for each five-year segment.

Councilmember Elvig suggested considering land proceeds.

Councilmember LeTourneau stated some will have to be a tax and then the Council can address an avenue of sustainable revenue.

Acting Mayor Backous stated he does not support "double dipping" by charging both a franchise fee and an assessment.

City Administrator Ulrich stated if approved by the Legislature, a Street Improvement District would allow the City to declare the entire City a Street Improvement District and institute a street fee. But, the disadvantage is in that fee not being discounted one-third as is available with property taxes.

Councilmember Elvig stated he has no problem raising the General Fund by $14/household if there is a way to lock those funds into road reconstruction. He stated he likes the idea mentioned for a one-time assessment or ten-year assessment on every household as a property tax assessment, such as a fee of $2,500 for ten years on ever property.

City Administrator Ulrich stated that has to be done in areas of projects to charge benefiting properties a fee. He stated an advantage of street reconstruction bonds is that you are committed to making those payments and the proceeds would have to be dedicated for that purpose and not eligible for other uses, which would "tie the hands" of future Councils.

Councilmember Riley stated he wants this issue to be resolved and the funds dedicated to road projects and not available for any other use.

Acting Mayor Backous stated another option besides a flat fee is to raise the General Fund taxes but he knows the situation will be changing each year so he preferred to start with a low fee and then increase it, if necessary.

Councilmember Kuzma stated that would be palatable.

Acting Mayor Backous agreed and noted residents have to realize the roads are falling apart and the City needs to build a "war chest."

Interim Engineer Nelson stated based on this work the needs are $5.5 million and if spent, it would address needs for an extended period of time. He stated the issue is that a lot of the roads are approaching 40 years and if the City is not proactive, it could sneak up and require doing all

of them within 3-5 years. He recommended looking at the needs for a five-year period and reviewing those needs every few years to identify whether goals are being met or the schedule is slipping behind.

Councilmember LeTourneau stated then the first five-year segment would require some form of tax. He supported a proactive approach to the second and third five-year segments to build a "war chest" so the costs are more sustainable and less reliable on taxes.

City Administrator Ulrich stated that was the genesis of the Public Service Revolving Fund, to use excess fees from growth years and put 40% into a Public Improvement Fund for use in rebuilding streets. This process had worked during the good economic years to build a positive balance but in recent years, more funds were taken from it for road projects than contributed.

Councilmember Riley asked what role MSA plays in this consideration.

Finance Director Lund stated the City receives about $1 million in MSA each year but has two outstanding bonds, leaving about $400,000. She explained that there are so many projects, that Riverdale Drive took what was left of those funds so the MSA Fund is in the negative.

Councilmember Riley asked whether those projects would have been considered for this funding program.

Finance Director Lund stated part of The COR was the AUAR projects that had been bonded through MSA to get those two roads constructed. When that land is sold, those funds will reimburse and replenish the MSA fund.

Councilmember Elvig stated if a project area is between County roads, it qualifies for use of MSA funds, and the City can bond out two years for MSA projects.

Interim Engineer Nelson stated overall, the State encourages cities to advance encumber MSA but Ramsey does not have that option since it already has two bonds with a balance nearly at zero and is only accumulating $400,000/year. In addition, the Bunker Lake Boulevard project will create a significant MSA shortfall so, for this discussion, MSA is not a funding source.

Acting Mayor Backous asked how much revenue would be raised through a franchise fee on tax-exempt properties.

Parks and Assistant Public Works Superintendent Riverblood stated there are 60 tax-exempt properties.

City Administrator Ulrich stated staff will look up the amount of revenue that can be raised through a franchise fee on tax-exempt properties.

Councilmember Riley asked how many properties are undeveloped and do not receive a utility bill, noting that would be the offsetting issue.

Councilmember LeTourneau asked who has a utility bill compared to who does not have a utility bill.

Acting Mayor Backous stated if there is a way to lock down property taxes for road use, he would support that option. He stated he does not want Connexus viewed as the "bad guy" but wants to do away with assessments.

Councilmember LeTourneau stated all want to solve this problem and asked if shorter increments of time can be addressed, such as a five-year term.

Councilmember Riley noted it is a 30- or 40-year problem, not a five-year problem. He supported making a 30-year decision and then revisiting it in shorter terms, such as five years.

Acting Mayor Backous stated the Council knows it is a 30- or 40-year problem but is looking for a solution for the next five years.

Councilmember LeTourneau stated the Council can be cognitive that it is a bigger problem but prefers to address it in shorter and more manageable terms.

Councilmember Elvig stated he could support resolving it through a General Fund issue but does not know how those funds can be locked for road use. He indicated he had witnessed too many times when a council has diverted funds.

Acting Mayor Backous asked whether the Charter Commission would consider locking up the dollars for road reconstruction.

Councilmember Elvig asked if the Council can take that action with all seven members supporting.

City Administrator Ulrich advised it has to be a Charter initiative.

Councilmember LeTourneau stated you make a decision based on the best information available at the time and if it does not work, then it can be changed or reversed by a future Council.

City Administrator Ulrich stated in Ramsey the previous franchise fee had a sunset date but in other cities, it is an annual franchise fee and the decision is made each year. He noted with a five-year solution, such as a franchise fee that is sunset, it would address a stopgap solution but not address the long vision.

Parks and Assistant Public Works Superintendent Riverblood asked if a franchise fee could be put in and sunset in five years or whenever the Road Improvement District occurs. Then it would build legislative support to institute a Road Improvement District by those who do not support franchise fees and result in creating dedicated funding.

Councilmember Kuzma stated he likes it as part of the General Fund levy taxes, noting it is not much of an adjustment, only several hundred dollars a year. In addition, it is tax deductible.

Acting Mayor Backous noted a general levy tax would leave out tax-exempt properties.

Finance Director Lund stated when the budget is presented and the tax rate is shown, the City needs to focus on what the budget encompasses.

City Attorney Ulrich stated for those opposed to a franchise fee, would a smaller amount ($3/month) that generates $200,000 per year be acceptable. He explained the City allows utility companies to use its rights-of-way to make money for their operation and then the utility company passes the fee on to its customers.

Councilmember LeTourneau asked how often the utility companies pass on the franchise fee cost.

City Administrator Ulrich advised utility companies pass on the cost (franchise fee) 100% of the time.

Councilmember LeTourneau noted the utility companies then do not look at it as a fee for using the City's rights-of-way.

Acting Mayor Backous indicated a lower franchise fee may not be enough to make it worthwhile.

Councilmember Elvig stated if a future Council decides to cut taxes, it may use funds dedicated for road purposes. He supported holding an open forum to gain public input, noting the survey showed 73% supported a franchise fee to fund road reconstruction. Councilmember Elvig stated in this case, a franchise fee can probably not be sunset since road reconstruction is an ongoing issue. He suggested franchise fee language clearly explaining this is a City of Ramsey fee for roads.

Councilmember Riley stated he thinks instituting a smaller franchise fee makes things worse and does not fix the problem. He noted if only a five-year plan, it would not get to the "blip" shown on a previous chart when the biggest need exists. Councilmember Riley stated support to consider a General Fund increase with those funds being locked up for road projects. He agreed it will be a sales job to describe the need, that all are involved, there would be no assessments, and it is tax deductible. He noted all have indicated the calculations can be refined and if the schedule can be pushed out, then the formula can be recalculated.

Interim Engineer Nelson reviewed the franchise fee calculation and resulting revenue it would generate. He asked what additional information is needed for the Council to make a decision and reminded all that Garnet and 168th is in the CIP for 2013. If it is to be constructed, plans and specs will need to start fairly soon and policy decisions made whether or not to levy an assessment. He indicated this will be presented at the April meeting and in the mean time, staff will refine the numbers.

Acting Mayor Backous asked if additional discussion should be postponed until the numbers are refined.

Councilmember Riley supported receiving additional public input, noting a survey of 300 is not very many residents. He would like residents to be asked if they are willing to pay "X" dollars a month for a road fund with the understanding that some day it will be their road.

Acting Mayor Backous indicated the City paid $43,000 for the survey of 300 people that was conducted by a professional surveying company. He stated that survey, theoretically, reflected the opinion of the entire City. He agreed with the need for additional public input.

City Administrator Ulrich asked whether this plan can be refined, considering the time the City has left with the interim engineering firm.

Interim Engineer Nelson stated they can dedicate some time to it but they still have significant other responsibilities with the Riverdale Drive project, sealcoat plans and specs, and Armstrong Boulevard bike path. He stated he will let the Council determine what the priority is. Interim Engineer Nelson noted that in any case, assumptions will still have to be made because no one can predict how long a road will last since it is dependent on weather, maintenance, and other conditions. He noted that planned overlays and reclaim/paves will stretch the life of some roads 15-20 years and eliminate the big bump in the chart. That information can be provided in April.

Councilmember LeTourneau noted that scenario is pushing him to make a decision to prioritize but he cannot do so because he does not have enough information. He stated he understands the constraint on resources so it is a difficult decision. Councilmember LeTourneau asked what is the Council's "stomach" for this and what does it have to do. He noted there is $1.3 million in this year's budget so the Council can step back to gather a bigger project and discuss it later this year, in how to pin down priorities. Or, he would ask if roads will crumble and turn into sinkholes during this year. Councilmember LeTourneau asked what the current condition is and to what date can this discussion be pushed to get additional information.

Acting Mayor Backous stated this issue has been pushed back for too long and decisions now need to be made. He stated the Council needs to take a leadership role and that may involve making a decision that is not comfortable because the longer it goes unresolved, the more money will be needed.

Councilmember LeTourneau asked whether the Council can make this decision in six months after new tooling and refining of numbers.

Councilmember Elvig stated the only draw back in waiting is if we do work this year, it is under the auspice for which the City took in funds to pay for it. If the Council does not make a different decision, the rule now is to assess. However, those property owners will not support the assessment and petition against the project. Councilmember Elvig stated it is known that Ramsey has a road problem and this Council has to decide to spend between $1.5 million and $3 million each year to address it. He felt it would be closer to $1.5 million but would like to know the range for the high and low numbers. On public input, he noted the City would be saying it

has to reconstruct roads and the only question is how do you want to pay for it. Councilmember Elvig asked staff to address how to lock the funds once in the General Fund in case that is a viable option. He believed it was a 30-year plan and supported review each five years. He also supported a $14/month franchise fee or a $20/month/property General Fund fee.

Finance Director Lund explained that to lock the funds, they would be transferred out of the General Fund into a Capital Improvement Fund. But, it would not be the exact dollar amount levied because there is about $300,000 in delinquencies each year. Staff will probably have to determine a percentage applicable for road construction. With regard to the question of putting this decision off for six to nine months, Finance Director Lund advised the City needs to adopt the preliminary budget in September so budget discussions start in June.

Councilmember LeTourneau stated in that case the Council may have to decide to go for it and increase the General Fund levy.

Acting Mayor Backous agreed with Councilmember Elvig that it has to be done and the only issue is how to pay for it. He stated the Council did not create this problem, it has been looming forever, and residents want the City to be proactive. He stated he would support a franchise fee of $10/month, which would raise $1 million, in addition to the $500,000 the City already budgets annually. Acting Mayor Backous noted this would build a "war chest," be palatable to most residents, and provide an education of this problem that needs to be resolved long term.

Councilmember LeTourneau stated that method only addresses the taxation side and not the revenue side. He preferred a revenue solution so the City does not have to tax its residents.

Acting Mayor Backous stated that may resolve itself in the near future through land sales.

City Administrator Ulrich indicated staff will refine the plan, consider balanced funding approaches with several funding sources, a General Fund approach and what it means to the tax base, and resulting percentage of increase. Staff will also look at a five-year window to determine what is most urgent. He indicated that Mounds View has the same Charter provision and was unable to fund road projects. That City sold its golf course to Medtronics, generating $10 million to a dedicated fund, which may be similar to The COR land proceeds. Mounds View also had existing TIF money that was pooled and agreed to increase taxes $100,000 per year to fund road projects so there would be no assessments. City Administrator Ulrich noted Mounds View is smaller and more condensed than Ramsey, but that is how it solved the issue of funding road projects.

Acting Mayor Backous stated the other issue with this complex problem is the five different policy decisions contained in the staff report, which are intertwined. He asked if there is a better way to present solution options.

Councilmember Kuzma indicated another issue is if no assessments, how do you deal with those who have already paid assessments.

City Administrator Ulrich explained the Charter provision is inefficient and the City had attempted to change that Charter provision by increasing the percentage required to kill a project. Another approach is to hold the assessment hearing on the front end prior to drafting the plans, or to consider assessing a flat fee. City Administrator Ulrich stated staff will present different scenarios for the Council to consider at an upcoming meeting, research the Street Reconstruction bond and Transportation Improvement District, and try to narrow the policy decisions.

Acting Mayor Backous noted property owners will have to pay sooner or later and the issue is how to pay for it. He polled the Council whether it supported assessments.

Acting Mayor Backous, Councilmembers Elvig, Kuzma, LeTourneau, and Riley supported eliminating assessments for road projects.

Acting Mayor Backous polled the Council about support for franchise fees.

Councilmembers Kuzma, LeTourneau, and Riley indicated a willingness to entertain that option, but not yet supported it.

Councilmember Elvig supported franchise fees since 73% of residents surveyed supported that option.

City Administrator Ulrich asked if staff should survey communities to ask how they are funding road projects.

The Council stated they would like to receive that information.

Acting Mayor Backous, Councilmembers Elvig, Kuzma, LeTourneau, and Riley stated the funds raised for road projects must be dedicated and not eligible for other uses. The Council asked staff to research the new Legislation for a Road Improvement District.

The consensus of the Council found there was need for a 30-year vision that is planned in five-year increments. It agreed to concentrate on the first-five year increment at this time.

Councilmember Riley stated he intends to rely on professional staff to determine appropriate street standards.

Councilmember Elvig indicated when staff is determining the high and mid-range, it may assist to have a policy relating to pockets of redevelopment/advanced development where roads will be left alone knowing they will redevelop at some point. He believed those zones should be marked out, which may help to balance the high mark of road needs.

Parks and Assistant Public Works Superintendent Riverblood stated you cannot go only on year constructed and offered the option of using a weighted scale for clay soils, high potential for redevelopment, potential for MSA road designation by virtue of future connection, and looking at a whole range of possibilities. He did not think year built was a consideration because it was not an accurate read on road condition. Rather, pavement rating is more reliable.

Interim Engineer Nelson stated it is not realistic to have that type of report completed by April because it would involve looking at each individual road and take several months to complete.

Public Works Superintendent Riemer stated he has last year's pavement ratings and would have to look at "high mark" roads separately.

Councilmember Elvig felt there was a need to address assumptions made five years ago, assumptions for the next five years, and determine whether the peak of road project demand still looms over us. Staff also needs to determine costs that can be applied to the Utility Funds

Interim Engineer Nelson indicated this analysis will require a big report and several months to address all of the assumptions.

Councilmember Elvig felt it may be worth it since it may result in saving Ramsey residents from spending $40 million.

Councilmember LeTourneau asked that the analysis also include revenue commitment from land sales that would be dedicated to solve this problem.

Acting Mayor Backous supported that suggestion.

Councilmember LeTourneau stated he would like staff to identify how that money will be used to protect the tax base and put us in a better position as a City.

Councilmember Elvig agreed but noted staff should also report on what is already committed from future land sales.

City Administrator Ulrich stated the City has hired a new engineer who has a Masters Degree on infrastructure so he may have something to say about how to best handle this issue.

Councilmember Riley asked if the decision was made to reconstruct Garnet Street.

Interim Engineer Nelson stated that project is in the CIP but subject to Council action to advance the project. He noted the $1.3 million budgeted includes a portion for sealcoating and the rest is for Garnet and 168th Streets. Interim Engineer Nelson stated that project is on a timeline to do this year but if the City moves forward without an assessment process, it will set the stage prior to making a longer-term decision. If the Council is comfortable that assessments are not part of the funding solution, that project can move forward without assessing.

Public Works Superintendent Riemer stated decisions remain related to the sewer, water, and sidewalk.

Councilmember Riley asked if residents have spoken on sewer and water

Councilmember Elvig stated they do not want to pay for it.

3. FUTURE TOPICS FOR DISCUSSION

City Administrator Ulrich reviewed future topics that will be under discussion in the next few weeks.

4. MAYOR / COUNCIL / STAFF INPUT

Councilmember LeTourneau requested an update on the meeting with Representative Michelle Bachman.

City Administrator Ulrich reported on the positive press conference held by Representative Michelle Bachman and resulting media coverage. He advised that Representative Bachman has gone on record supporting the Highway 10 initiative.

5. ADJOURNMENT

Motion by Councilmember Elvig, seconded by Councilmember Riley, to adjourn the Work Session meeting.

The Work Session of the City Council was adjourned at 8:19 p.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, March 26, 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 (arrived at 5:41 p.m.)

Also Present: City Administrator Kurtis Ulrich
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Development Services Manager Timothy Gladhill
Assistant Planner/Environmental Coordinator Chris Anderson

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:32 p.m.

2. TOPICS FOR DISCUSSION

2.01: Consider Work Plan to Finalize Housing Assistance Policy

Development Services Manager Gladhill reviewed the staff report, past consideration by the Council, and recommendation to forward the Housing Assistance Policy framework to the Planning Commission and Economic Development Authority for review and recommendation. He asked the Council to address the policy level questions and offered the option to schedule meeting time to further this discussion; to form a three person ad hoc subcommittee comprised of one member each from the City Council, Planning Commission, and EDA; or, an ad hoc subcommittee that is a subset of the Planning Commission. Development Services Manager Gladhill noted there is currently a request for assistance that would be considered at tonight's Council meeting.

Councilmember Elvig stated he was concerned staff would be asking for approval of a policy tonight before those issues were addressed. He agreed this would be a fairly long discussion to include looking at developer incentive programs and indicated support for an ad hoc committee that included representation by the Council, Planning Commission, and EDA.

Councilmember LeTourneau agreed this will be a time-consuming endeavor because it is complex. He supported referring this to the EDA and Planning Commission to develop the over arching policy language and once it has structure, to develop an ad hoc subcommittee to address it in more depth prior to presentation to the Council.

Councilmember Kuzma asked if a policy has not been in place previously.

Development Services Manager Gladhill stated the City has overarching goals but not a policy with details relating to ranking or scoring requests that come in. A checklist is needed identifying minimum thresholds and types of housing that would be considered.

Mayor Strommen stated it became a bigger issue when the City was approached for financial assistance which brought to light the need for a policy so the City sets the agenda of what it wants in the community and where the dollars will be used. Mayor Strommen noted these decisions cannot be made arbitrarily.

Councilmember Backous stated he likes the idea of a cooperative and collaborative effort but wonders if the EDA is the right body since this policy addresses housing.

Councilmember Tossey arrived at 5:41 p.m.

Development Services Manager Gladhill stated he had suggested the EDA because it has experience in how to respond to a financial package request.

Councilmember Backous stated it seems unfair to ask the EDA to take this on since it has a lot of important work to do and a housing policy is outside of its mission. He noted the Council also wants the industrial and commercial sectors of the City to grow.

Development Services Manager Gladhill suggested the Planning Commission be allowed to have the first review of this effort.

Councilmember Backous stated another option is to ask EDA members who have expertise in housing to be part of the ad hoc subcommittee on a voluntary basis.

Councilmember Elvig stated he understands that concern but noted the Planning Commission does not usually deal with financial requests, which the EDA does have experience considering. He stated the City is trying to encourage mixed use, which would be a commercial application with EDA involvement. Councilmember Elvig stated he does not want to take 6-9 months to "polish the penny" and not be able to move forward when there is interest because the policy is not yet in place. He suggested determining if there are "low hanging" opportunities that should first be considered.

Development Services Manager Gladhill stated a lot of the timing has to do with the priority level the Council places on this effort. Once known, staff can determine timing and if professional services would be needed. He indicated staff can deal with the highest priority projects followed by the longer-term vision by the end of the year.

Councilmember LeTourneau stated he assumes that this effort can be managed while the organization continues to operate. With regard to the HRA/EDA co-mingling their resources, he noted the Economic Development Manager will have HRA responsibility as well.

Councilmember Riley stated he likes the idea of involving more people with expertise who serve on the Planning Commission and EDA. At the same time, he would like staff to assure they remain on task and are aimed in the direction dictated by the Council.

City Administrator Ulrich stated he finds this to be a high priority since there are other projects interested in this option. He suggested dedicating professional services and replenishing it, if needed, to complete the process by the end of the year. City Administrator Ulrich also suggested considering the EDA budget for funding since this is part of economic development as it brings jobs and tax base.

Development Services Manager stated staff will provide weekly updates to assure the process remains transparent. He noted the Council will be considering the proposal from MFW Properties at tonight's Council meeting and asked if there was interest in considering the project prior to forming policy.

Councilmember Backous supported offering under the current rules and policy so opportunities can move forward. He stated it is a good exercise but will take time to do it right and he does not want development to stop during that process.

Councilmember Riley concurred and noted the property is posted with a "For Sale" sign.

Mayor Strommen stated she would prefer to not provide direction this evening on the Council's case because in the absence of policy, some direction is needed for staff in what to look at with a financial assistance package. She felt it was not a good use of staff time to research and analyze proposals if the Council will not support it. Mayor Strommen stated if staff is being directed to pursue these projects, then the Council should determine how much to allocate towards that effort as well as the level of funding and types of projects the Council would be willing to entertain.

Councilmember Elvig stated it will be awkward tonight because the project will be presented to the Council and the HRA will be asked to consider it. He stated he is against the use of TIF for housing in most cases.

Councilmember Backous stated he understands that concern but prefers to look at each case as facts present themselves until a policy is completed. He noted the point is that City resources are being spent exploring these projects and while the Council wants to see the projects, he does not want to spend staff time if it is not supported.

Mayor Strommen asked if the project should first be presented to the Council to determine if there is support. She stated the Council has indicated it would like to move in the direction to set the policy and then let staff bring those results so the developer is not in the "driver's seat."

Councilmember Riley asked if "low hanging fruit" decisions can be made now to give some direction.

Mayor Strommen asked staff to develop a strategy for the interim until the policy is completed.

Development Services Manager Gladhill suggested that be a Work Session topic for discussion.

Councilmember Tossey stated he arrived late and is not in a position to give input but would not support TIF for housing.

Development Services Manager Gladhill stated tonight staff would like the Council to identify the policy issues and resources.

Councilmember Tossey supported having the first review of the policy by the Planning Commission.

Councilmember LeTourneau stated it sounds like "low hanging fruit" would take an entire Work Session but he would prefer having that addressed by the Planning Commission.

Development Services Manager Gladhill suggested the Planning Commission develop that information with a recommendation to the Council.

Mayor Strommen supported that suggestion.

Councilmember Backous noted three Councilmembers have already indicated they would not support TIF for housing so he would ask why the Planning Commission should even consider that as an option.

Councilmember Elvig suggested staff prepare a list of the top five issues for the Planning Commission to first consider and provide recommendation, noting that would expedite the plan.

Mayor Strommen suggested following the list of categories with potential financial assistance being considered first, then the minimums, and then the enhanced ones.

Development Services Manager Gladhill stated staff does not want to talk about asking for a local contribution and then lead into a closed session. He noted local assistance could include land write-down, TIF, or grants.

Councilmember Elvig suggested staff identify the parameters of the financing avenues and type of qualifications that would be required.

Development Services Manager Gladhill explained why Section 42 is not part of a City financing mechanism, noting one criterion is a financial contribution.

Mayor Strommen suggested the Council entertain the presentation from MWF Properties for an apartment development in The COR but delay offering comment until a recommendation is received from the Planning Commission relating to the Housing Assistance Policy.

Development Services Manager Gladhill stated the Section 42 deadlines are approaching in two weeks so it may be a project for next year.

Mayor Strommen suggested staff provide an overview of various financing packets to those on the Planning Commission who will be considering the Housing Assistance Policy.

With regard to sites that would be considered, Development Services Manager Gladhill noted the zoning will set the "where" and the policy will direct resources that will be used. He suggested the Planning Commission address sites that would be best considered and provide that recommendation.

Councilmember LeTourneau volunteered to act as the Council's liaison.

The consensus of the Council was to forward the Housing Assistance Policy framework to a subgroup of the Planning Commission for review and recommendation during April and once policy is formed, to then gain information from the EDA, followed by presentation to the Council. During this process, staff was asked to provide periodic updates.

2.02: Presentation by / Discussion with Metropolitan Council Representative Ed Reynoso

This case was not considered due to the absence of Metropolitan Council Representative Ed Reynoso.

3. FUTURE TOPICS FOR DISCUSSION

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

4.01: Items for Placement on Work Session and Regular Session and Consent Agendas

Mayor Strommen asked for comment on the types of issues the Council would like placed on agendas for the Work Session and Regular Session and Consent.

Councilmember LeTourneau stated there have been several cases that appeared on both the Work Session and Regular Session meeting agendas. He stated he is willing to have the same conversation on camera at the Regular Session and if it is important enough to be placed on two agendas, he would prefer it be placed on the Regular Session agenda. He noted that would also conserve resources and the Council's time.

Councilmember Tossey stated sometimes staff makes a longer presentation during the Work Sessions. He stated he felt bargaining contracts and appointment of Commissions should never be on Consent Agendas.

Councilmember Elvig stated it is not necessarily the issue of being on camera at the Regular Session, but when discussing aspects of a policy that is not yet adopted, he would prefer that discussion not be in front of a developer. Once the policy is developed, it can then be presented at the Regular Session.

Development Services Manager Gladhill explained that sometimes priority items need to be on Work Session agendas and to keep it moving forward, it needs to also be on the Regular Session agenda.

Mayor Strommen noted a presentation can be made at a Regular Session and the decision tabled so it is not a forced action. She agreed there are items that need discussion at a Work Session setting.

City Administrator Ulrich stated if staff feels the item can be handled at a Council meeting, it will be placed on the Regular Session agenda. He noted the other issue is time management and how much can be handled at a Work Session; however, that does not provide public notice that the item will be discussed.

Councilmember Backous suggested not holding Work Sessions and starting the Regular Session meeting at 5:30 p.m.

City Administrator Ulrich stated when in Regular Session on camera, discussions can take a different tone, but the agenda could be organized to include presentations in one section of the agenda.

Mayor Strommen stated when developing policy, a Work Session format is more conducive.

4.02: Staff Report Detail and Recommendation

Councilmember LeTourneau stated the case work coming forward is very complete with a lot of great information addressing every variable and issue. He also liked that strong recommendations are included in the case and options are offered. Councilmember LeTourneau stated he likes that staff deliverable and asked them to push for the recommendation they feel best fits the case.

Councilmember Kuzma stated he feels the same way and has found it helpful to get feedback from staff on the variables of each outcome.

Parks and Assistant Public Works Superintendent Riverblood stated staff tries to prepare detailed information that the public is also interested in and presumes the Council has enough time to read that detail before the meeting. During presentation, staff can hit the highlights and not

belabor the issue. However, if the Council lets staff know, additional details can be presented while on camera.

Councilmember Riley agreed the information provided is good and anticipates the questions most often asked. He also preferred staff not read the case during its presentation.

4.03: Weekly Report Format and Level of Detail

City Administrator Ulrich described the contents of the Weekly Report and requested feedback on the pieces that are the most useful and if attachments are important.

Councilmember LeTourneau stated he is drawn to the Weekly Report when he sees it but thinks the itemized list of tasks completed by Department Heads is not as important. He stated he likes reading the Police Report and Fire Report so he knows what is happening inside the City relating to issues and conditions. He stated he does not read the attachments so it could be briefer.

Councilmember Riley stated the Weekly Report should not take much work for each department and agreed if noteworthy or interesting it should be included but not things like how long it takes to change a light ballast.

Councilmember Elvig supported making the Weekly Report briefer. He felt the attachments were important to provide additional detail and agreed that the Police Report, Fire Report, and Public Works Reports were important for the Council's information.

City Administrator Ulrich stated Public Works is using a paragraph of important things that happened and with Community Development, the update on projects is contained in an attachment

Development Services Manager Gladhill stated they changed the format because staff receives a lot of inquiries so the latest update is italicized for each project.

Councilmember Backous stated he does not have time to review all of that detail and thinks the Weekly Report is not a good use of staff time. He noted if it is a big issue, the Council will be aware through Staff input at a meeting.

Mayor Strommen stated some Commission members found it was a link to what was going on in the City and their role in that so the Council may have a different perspective since it has multiple modes to obtain that information. She stated if it is routine, she does not need to see it weekly but if it is out of the ordinary or unusual, it should be included in the report.

Councilmember LeTourneau stated after hearing from his colleagues, he would be okay if the update is no longer included and suggested the Commissions be asked if it is valuable and if not, to eliminate it.

Mr. Buccholz stated he does read the Weekly Report and finds them to be useful.

4.04: Highway 10 Funding

Councilmember Tossey reported on the meeting he and City Administrator Ulrich attended last week relating to Highway 10 along with Representatives and interested business owners. He stated Senator Dibble will include earmarking $17 million for the bridge overpass for Ramsey, which is an unusual undertaking and may not get through conference. Councilmember Tossey stated the testimony at the House did not go as well as had been hoped but Representative Hausman said even if not in the Trunk Highway Funds, she wants it included in the bonding bill. He pointed out the City will need to address where it will get the remaining $9-$10 million. Councilmember Tossey reported the representative from Senator Amy Klobuchar's office asked why it is not in the (Mn/DOT) Statewide Transportation Improvement Program (STIP) and that may need to be addressed. Senator Franken's office representative was excited at the prospects and thinks there will be a way to find the remaining money.

Mayor Strommen stated she talked with Representative Hausman who had heard the testimony, is very supportive, and looking for ways to ensure Ramsey's project is funding. Representative Horenstein's staff indicated it is still on their radar and shared that he is also looking at a program called Corridors of Commerce, transportation corridors with an economic development component, even if not in the STIP. She thanked Councilmember Tossey for the time and effort he has put into this endeavor, noting it has increased the enthusiasm of Ramsey's representatives.

Councilmember Elvig asked about posturing in financing and if Ramsey is putting forward that it has already put "X million dollars" into the project or if it will be another $10 million. He noted the City has contributed a lot into the project by purchasing Wiser Choice Liquor and moving the road, estimating it may already total $10 million.

Mayor Strommen indicated that ledger sheets have not yet been submitted.

Councilmember Tossey stated Anoka County Engineer Doug Fisher has repeatedly testified that Ramsey has contributed its portion to the project and believes it will be counted towards the City's portion. In addition, he has been mentioning that Ramsey made these investments and will need County and State and Federal money to come up with the rest of the funding.

City Administrator Ulrich noted it is a $33 million project and staff will check on the City's costs for Sunwood/Armstrong, property acquisitions, and the frontage road projects.

4.05: Drinking Water as a Regional Issue

Councilmember Elvig stated the Metropolitan Council is hosting an open house on April 4, 2013, to address drinking water as a regional issue and is now taking the lead to develop that issue. He noted the City is charging $30 million to construct a regional water treatment plant, which may no longer be needed so perhaps that charge to residents can be eliminated.

Mayor Strommen stated there is a lot of proposed legislation on ground water including raising fees on appropriations, water conversation methods, and drinking water. She supported the City keeping up-to-date on this issue but believed it was not yet time to make a change in the rates.

Councilmember Elvig agreed it should be monitored since residents are being charged for something that may not happen.

Mayor Strommen pointed out that not enough information is known at this time and maybe after session a DNR hydrologist can provide information on the current direction. She noted there may be a new fee for Ramsey under the Metropolitan Council's initiative.

City Administrator Ulrich explained the City tracks records of charges so if the Council determines, rebates could be considered. Also, the City received a grant to explore surface water treatment options and that study is available for review.

5. ADJOURNMENT

Mayor Strommen declared the Work Session of the City Council adjourned at 6:54 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.

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. PRESENTATION 2
2.01: Metropolitan Council Representative Mr. Ed Reynoso 2
2.02: Recognize Park and Recreation Commission Chair, Melody Shryock 2
2.03: Review of Citizen Request Management (CRM) Service 3
3. CITIZEN INPUT 3
4. CONSENT AGENDA 3
5. APPROVE AGENDA 4
6. PUBLIC HEARING 4
7. COUNCIL BUSINESS 4
7.01: Consider Request for Local Contribution from MWF Properties for Apartment Development in The COR and Provide Staff Direction on Potential Sources 4
7.02: Select Architect and Approve Process for Elmcrest Park's Community Building 5
7.03: Consider Lease Agreement with East Side Oil Companies 6
7.04: Report from the Personnel Committee Meeting dated March 12, 2013: 6
7.04.01: Resolution to Hire a City Engineer and to Approve a Transition Period with the Engineering Consultant 6
7.04.02: Resolution to Approve a 2-Year Labor Agreement with LELS-Patrol and LELS-Sergeants 7
7.05: Consider Offer to Purchase City Owned Property Located at 14280 Azurite Street NW (Portions may be closed to the public) 7
8. MAYOR, COUNCIL AND STAFF INPUT 8
9. ADJOURNMENT 8

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, March 26, 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
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Development Services Manager Timothy Gladhill
Assistant Planner/Environmental Coordinator Chris Anderson
Assistant to the City Administrator Patrick Brama
City Attorney William Goodrich
Interim Engineer Ron Wagner

1. CALL TO ORDER

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:00 p.m., and led in the Pledge of Allegiance to the flag.

2. PRESENTATION

2.01: Metropolitan Council Representative Mr. Ed Reynoso

This case was not considered, as Metropolitan Council Representative Ed Reynoso was not in attendance.

2.02: Recognize Park and Recreation Commission Chair, Melody Shryock

Parks and Assistant Public Works Superintendent Riverblood recognized the outstanding service of Melody Shryock who had served as the Park and Recreation Commission Chair for 12 years

and who received the Minnesota Recreation and Park Association Board and Commission Award.

Melody Shryock thanked the City for the honor of being able to serve Ramsey in this capacity, noting a wonderful park system was being created that extended to national significance.

Mayor Strommen extended the City's deep appreciation to Ms. Shryock for her work and dedication. The Council and audience responded with a round of applause.

2.03: Review of Citizen Request Management (CRM) Service

Assistant to the City Administrator Brama provided a presentation of the Citizen Request Management (CRM) Service and described its features that would extend customer service to the City's residents.

City Administrator Ulrich recognized the work of Assistant to the City Administrator Brama and staff for preparing the internal information to make this an effective service and encouraged residents to make use of this tool.

Mayor Strommen recognized the promotion of Patrick Brama to Assistant to the City Administrator in recognition of his great work.

Assistant to the City Administrator Brama answered questions of the Council relating to the ability of the program to track timing of responses and filter information should an issue arise.

3. CITIZEN INPUT

Bob Bouten of Champlin Towing and Dennis Hanson presented $1,120 that had been collected at the Ramsey Car Show. Mr. Bouten stated pictures of the "Ramp in Ramsey Car Show" are posted to Facebook and offered to work on another event.

Mayor Strommen thanked them for organizing the event and sharing the proceeds.

4. CONSENT AGENDA

Motion by Councilmember Elvig, seconded by Councilmember Backous, to approve the following items on the Consent Agenda as revise to remove Item 4:07:

4.01: Consider Revised Development Agreement and Development Permit for NORTHGATE ADDITION located at 7295 Sunwood Drive NW; Case of Northgate Church, Inc.
4.02: Adopt Resolution #13-03-063 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 7, 2013 through March 20, 2013
4.03: Adopt Resolution #13-03-065 Approving a 2-Year Labor Agreement with the American Federation of State, County, and Municipal Employees (AFSCME)

4.04: Adopt Resolution #13-03-062 Proclaiming May 18, 2013, as Arbor Day and the Month of May as Arbor Month

4.05: Adopt Resolution #13-03-060 Authorizing Final Payment to Knutson Construction for IP 10-22 Ramsey Municipal Parking Ramp, Phase II

4.06: Adopt Resolution #13-03-061 Authorizing Partial Payment to Julian M. Johnson Construction Corp. for IP 12-24; 2012 Storm Sewer Improvements Division B

~~4.07: Report from the Personnel Committee Meeting dated March 12, 2013.~~ This item was removed from the Consent Agenda and considered as Item 7.04.

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

5. APPROVE AGENDA

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to approve the agenda as revised to add a new Case 7.04.

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

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Consider Request for Local Contribution from MWF Properties for Apartment Development in The COR and Provide Staff Direction on Potential Sources

Development Services Manager Gladhill reviewed the staff report and stated the purpose of this case is to hear a presentation from MWF Properties. He indicated the Council discussed the Housing Assistance Policy at tonight's Work Session and direction was given to further that effort.

Chris Stokka, WMF Properties, LLC, outlined the history of their company and presented their proposed workforce housing comprised of 47 units in a mix of two- and three-bedroom units, amenities and green features that would be included, and indicated the exterior would meet COR Design Framework standards. Mr. Stokka reviewed the anticipated development schedule and answers to frequently asked questions. He indicated they were requesting a local contribution of $510,000 that could be in the form of land donation or cost reduction, Tax Increment Financing (TIF), a grant, low interest loan, or waiver of project fees. Mr. Stokka explained that should a local contribution be approved, it would add four points to the scoring of this project. He described how the City would benefit from this project and indicated the intention is to own it for at least 30 years so maintenance will be assured.

Development Services Manager Gladhill indicated the Council would not be taking action on this request tonight but could consider whether to direct staff to continue discussions, or table consideration until the Housing Assistance Policy and other items are completed.

The Council asked questions of Mr. Stokka who indicated they preferred this site due to its close location to rail and marketability; however, were not "locked in" on this location and could receive scoring points if within one-half mile of the train station. Mr. Stokka stated they would share the proforma and information on their urban projects for Council consideration.

Peter Worthington, MWF Properties, LLC, explained that with regard to low-interest loans qualifying as a contribution, it is the net present value of the differential from a market rate loan.

Motion by Councilmember LeTourneau, seconded by Councilmember Elvig, to table discussions regarding local contribution for MWF Properties related to a Minnesota Housing Finance Agency Housing Tax Credit application to allow time for submittal of additional information.

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

7.02: Select Architect and Approve Process for Elmcrest Park's Community Building

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report.

Lisa Muller, President of the Anoka Ramsey Athletic Association, described their program offerings and level of contribution. She stated they have been saving money for this project for years and are excited about the possibility for it to be completed.

Dennis Lehman, President of Northern Lights Soccer Association, stated they spend $4,000 per tournament to rent tents so this building is very needed, noting it will also be used by the general public and those out walking the trails.

Ms. Muller presented the City with a check in the amount of $40,000 that had been set aside for construction of the Elmcrest Park building.

Parks and Assistant Public Works Superintendent Riverblood stated the Youth Association does a fabulous job of meeting resident's recreational needs and also offers a hardship program so all can play. He stated Ramsey is fortunate to have the benefit of working with the Youth Association.

Mayor Strommen and the Council thanked those in the Athletic and Soccer Associations for their partnership and contribution to this project.

Motion by Councilmember Elvig, seconded by Councilmember Backous, to accept the $40,000 contribution of the Anoka Ramsey Athletic Association and authorize the City Administrator to enter into a contract with Bissonnette Erickson Architects, LLC for architectural services for

design and construction documents for the community building at Elmcrest Park in a not to exceed amount of $22,500.

Further discussion: Parks and Assistant Public Works Superintendent Riverblood stated staff, Public Safety, and Athletic Associations will be methodical in designing and sizing this building to meet needs. He stated the City has a fabulous working relationship with these volunteers who donate thousands of hours, noting tournaments span three days and result in economic benefit to the City. Park & Recreation Commission Vice Chair Angela Olsen described the beginning consideration for improvements to Elmcrest Park and stated the Commission fully supports this project.

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

7.03: Consider Lease Agreement with East Side Oil Companies

Assistant Planner/Environmental Coordinator Anderson reviewed the staff report, process used for recycling of oil and antifreeze, methods for monitoring, and recommendation to approve the Land Lease Agreement with East Side Oil Companies to place a 2,000 gallon tank on the City's Public Works campus for collection of used oil, oil filters and antifreeze, subject to final review and approval as to legal form by the City Attorney.

The Council indicated its support for this recycling program in this format with a lease for $1 per year, noting it is a good service to provide to residents.

Motion by Councilmember Elvig, seconded by Councilmember Tossey, to authorize staff to execute a land Lease Agreement with East Side Oil Companies to place a 2,000 gallon tank on the City's Public Works campus for the collection of used oil, oil filters, and antifreeze from residents, subject to final review and approval as to legal form by the City Attorney.

Further discussion: In response to the Council's questions, Assistant Planner/Environmental Coordinator Anderson explained the monitoring responsibility falls to the City to give adequate notice to East Side Oil Company to empty the tank. He indicated the telephone call would be made when the tank was one-half full. City Attorney Goodrich stated that language would be added to the lease agreement. The Council asked staff to document when the telephone call was made and the gauge reading at that point.

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

7.04: Report from the Personnel Committee Meeting dated March 12, 2013:

7.04.01: Resolution to Hire a City Engineer and to Approve a Transition Period with the Engineering Consultant – this case was approved by the City Council at the 3/12/13 meeting – no further action necessary.

7.04.02: Resolution to Approve a 2-Year Labor Agreement with LELS-Patrol and LELS-Sergeants

Councilmember Tossey recused himself from this discussion and decision at the recommendation of legal counsel and left the Council Chambers at 8:10 p.m.

Human Resources Manager Lasher presented the staff report and thanked the Council for its support and assistance during this negotiation.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Ratify the recommendation of the Personnel Committee to adopt Resolution #13-03-067, Approving a Two-Year Labor Agreement with LELS-Patrol and LELS-Sergeants.

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

7.05: Consider Offer to Purchase City Owned Property Located at 14280 Azurite Street NW (Portions may be closed to the public)

Assistant to the City Administrator Brama reviewed the staff report and indicated that after the counter offer was presented to Diamond Graphics, as directed by the Council at its March 12, 2013, meeting, the City received correspondence from Diamond Graphics indicating agreement to a sale price of $410,000 to purchase the property located at 14280 Azurite Street NW. He stated staff recommends approving the sale of this City-owned surplus land to Diamond Graphics, Inc. for $410,000; to introduce an ordinance to sell surplus City-owned land; and, to direct staff to negotiate a purchase agreement with Diamond Graphic for the sale of the Subject Property and to schedule a closing date.

Councilmember Tossey returned to the Council Chambers at 8:17 p.m.

Motion by Councilmember Riley, seconded by Councilmember Elvig, to introduce Ordinance #13-08 to sell surplus City-owned land at 14280 Azurite Street NW and direct staff to negotiate a purchase agreement with Diamond Graphics for the sale of the Subject Property.

Further discussion: City Administrator Ulrich recommended consideration of the last two actions outlined in staff's report and indicated this land is within a TIF District so the sale proceeds would be returned to that District and used for TIF eligible activities.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced the groundbreaking of Northgate Church, and 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 8:22 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. 5.**

Meeting Date: 04/09/2013

By: Chris Anderson, Community Development

Information

Title:

Introduce Ordinance #13-09 to Vacate an Easement for Street and Utility Purposes on Lots 1 & 2 Block 1 Park 67 Industrial Park; Case of Sharp & Associates and Transwest, LLC

Background:

In 1990, the Park 67 Industrial Park plat was approved. The plat provided standard drainage and utility easements of ten (10) feet around the perimeter of each lot. However, a condition of the plat approval required a sixty-six (66) foot wide road easement to provide emergency vehicle access to Lots 1-3 Block 1 of the plat until such time that a public road was constructed and serving access to these lots. That easement, which is still present today, was provided to the City by a Quit Claim Deed in 1991 as a perpetual easement for street and utility purposes over, under and across the west sixty-six (66) feet of Lots 1 & 2, Block 1 Industrial Park for the benefit of Lot 1-3 Block 1 of the same plat.

Notification:

A public hearing will be held at the time the proposed Ordinance is eligible for adoption. At that time, and in accordance with State Statute and City Code, Staff will attempt to notify all property owners within 350 of the Subject Property of the Public Hearing via Standard US Mail and a Notice of Public Hearing will also be published in the Anoka County Union.

Observations:

In 2004, Site Plan approval was granted for a mini storage facility located at 6100 Bunker Lake Blvd (Lot 1 Block 1 Park 67 Industrial Park). Since the easement for street and utility purposes was granted via a quit claim deed after the plat was approved, it was not reflected on the plat and thus, at the time of Site Plan review, when the easement should have been vacated, neither the City nor the Applicant had realized it was there.

In 1995/1996, Unity Street (originally named Uranium St) was constructed. This public road now provides access to Lots 1-3 Block 1 Park 67 Industrial Park, rendering the sixty-six (66) foot street and utility easement across the western portion of Lots 1 & 2 unnecessary.

Upon receipt of the application to vacate this easement, Staff contacted the property owner (Transwest, LLC) of Lot 2 Block 1 Park 67 Industrial Park and informed him of the request to vacate the easement. Transwest, LLC supports the request and has co-signed the easement vacation application.

Alternatives:

Deny the easement vacation request. As previously noted, there is now a public road that serves these three lots and the Park 67 Industrial Park plat included ten (10) foot wide drainage and utility easements around the perimeter of each lot. The Development Agreement for this plat clearly indicated that this easement was only to remain until such time that a public road was constructed.

Adopt Ordinance #13-09 vacating the street and utility easement over, under and across the western sixty-six (66) feet of Lots 1 and 2 Block 1 Park 67 Industrial Park. This easement is no longer necessary and should have been vacated previously either after the construction of Unity Street or during the Site Plan review of the mini-storage facility.

Recommendation:

Staff recommends introducing Ordinance #13-09 vacating an easement for street and utility purposes over, under and across the western sixty-six (66) feet of Lots 1 and 2 Block 1 Park 67 Industrial Park.

Funding Source:

At the March 12, 2013 City Council meeting, the City Council authorized waiving the standard application fee and a portion of the escrow fee related to this request as this matter should have been addressed previously. Thus, the applicants are responsible for the hard costs related to this request, including but not necessarily limited to public hearing costs and recording fees.

Council Action:

Motion to introduce Ordinance #13-09 to vacate an easement for street and utility purposes over, under and across the western sixty-six (66) feet of Lots 1 and 2 Block 1 Park 67 Industrial Park as shown on the attached exhibit.

Attachments

Site Location Map

Aerial with Easement Area Identified

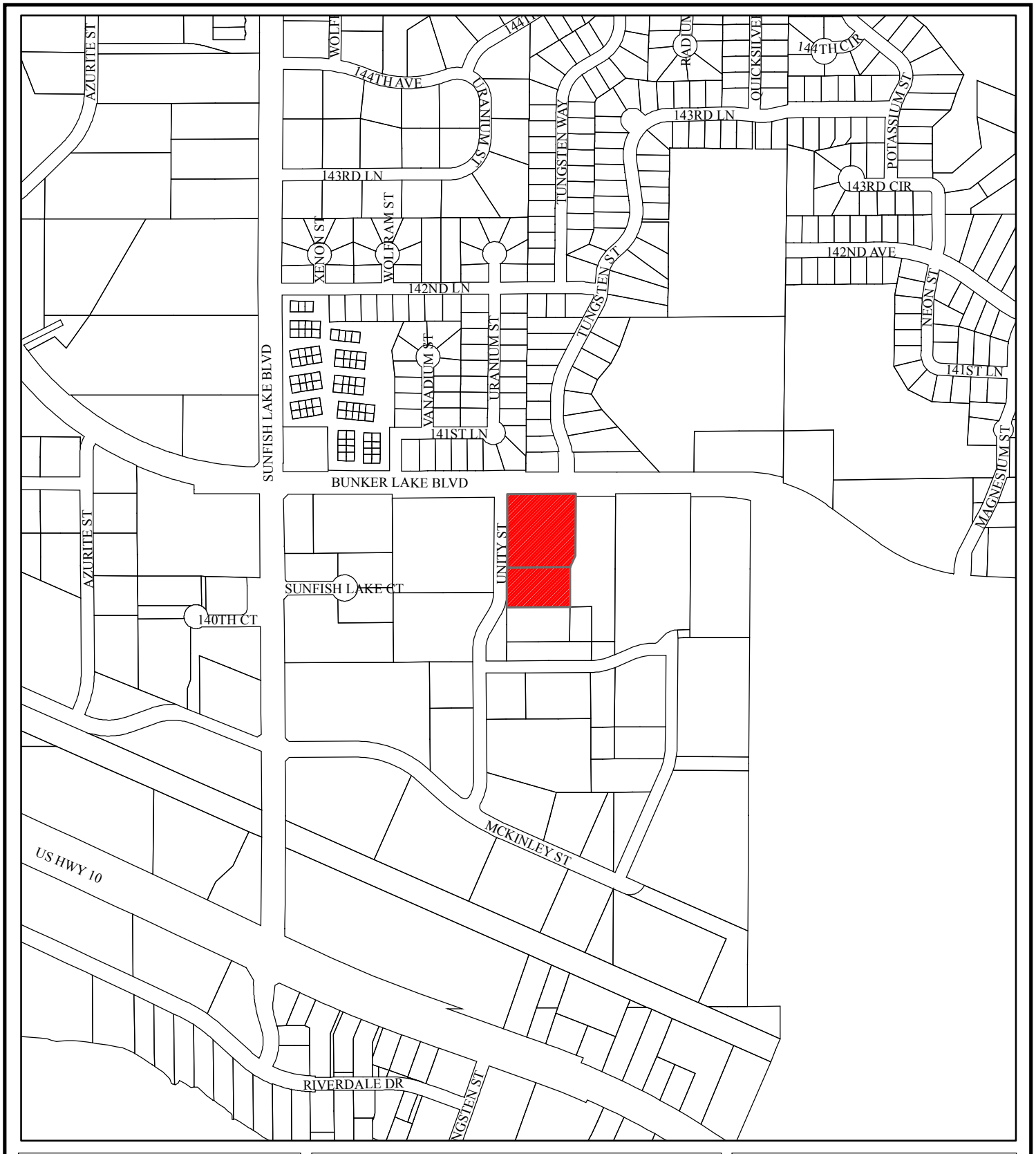
Easement Exhibit and Description

Proposed Ordinance #13-09

Form Review

Inbox	Reviewed By	Date
Hakanson Anderson Engineering	Shane Nelson	04/03/2013 09:02 AM
Tim Gladhill	Tim Gladhill	04/03/2013 02:03 PM
Kurt Ulrich	Kurt Ulrich	04/04/2013 03:51 PM
Form Started By: Chris Anderson		Started On: 04/01/2013 03:45 PM

Final Approval Date: 04/04/2013



City of RAMSEY

6100 Bunker Lake Blvd. NW
-and-
14155 Unity St. NW

Legend

Site

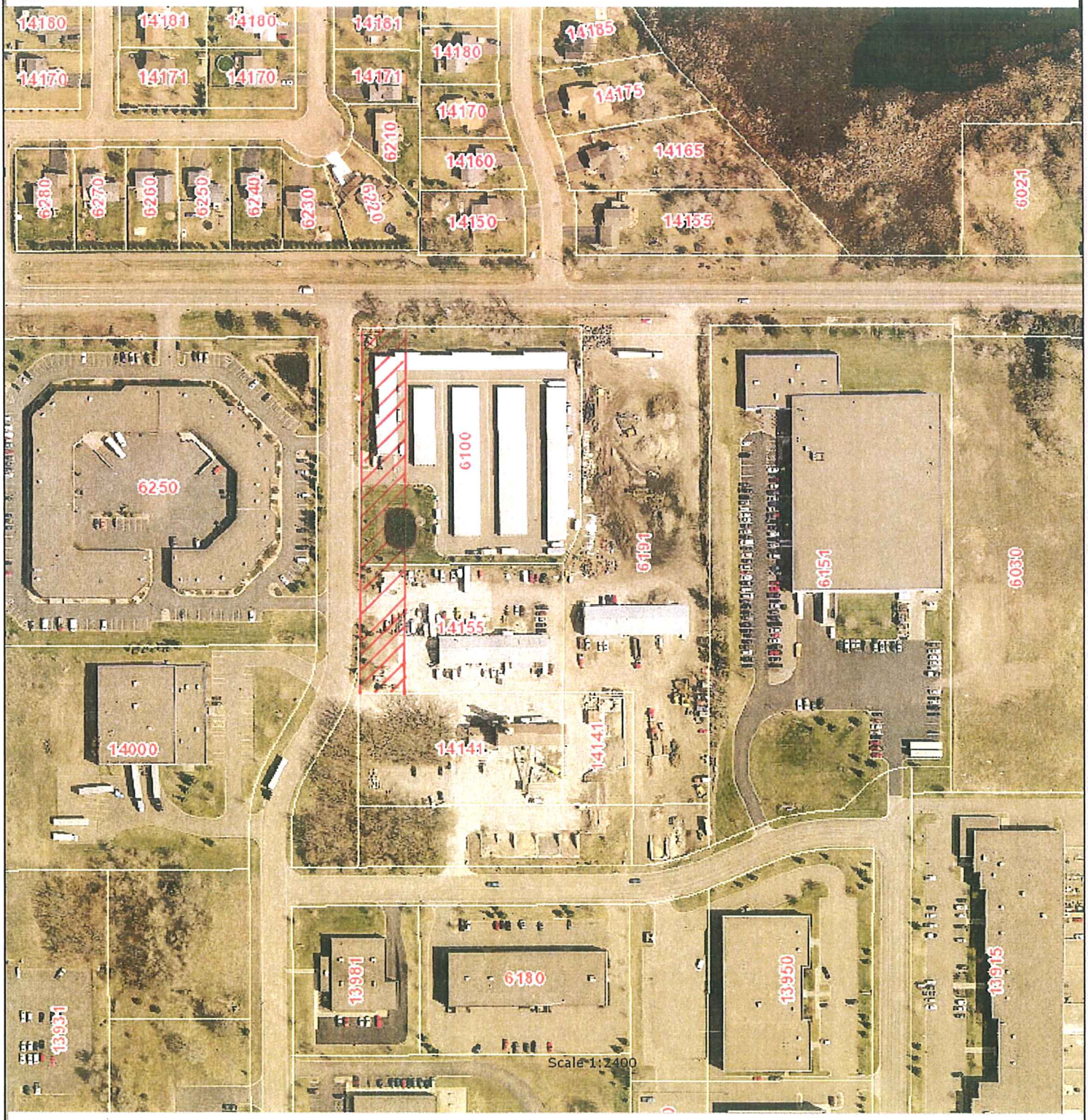
Parcels

N

0 850 1,700 Feet

EASEMENT VACATION EXHIBIT

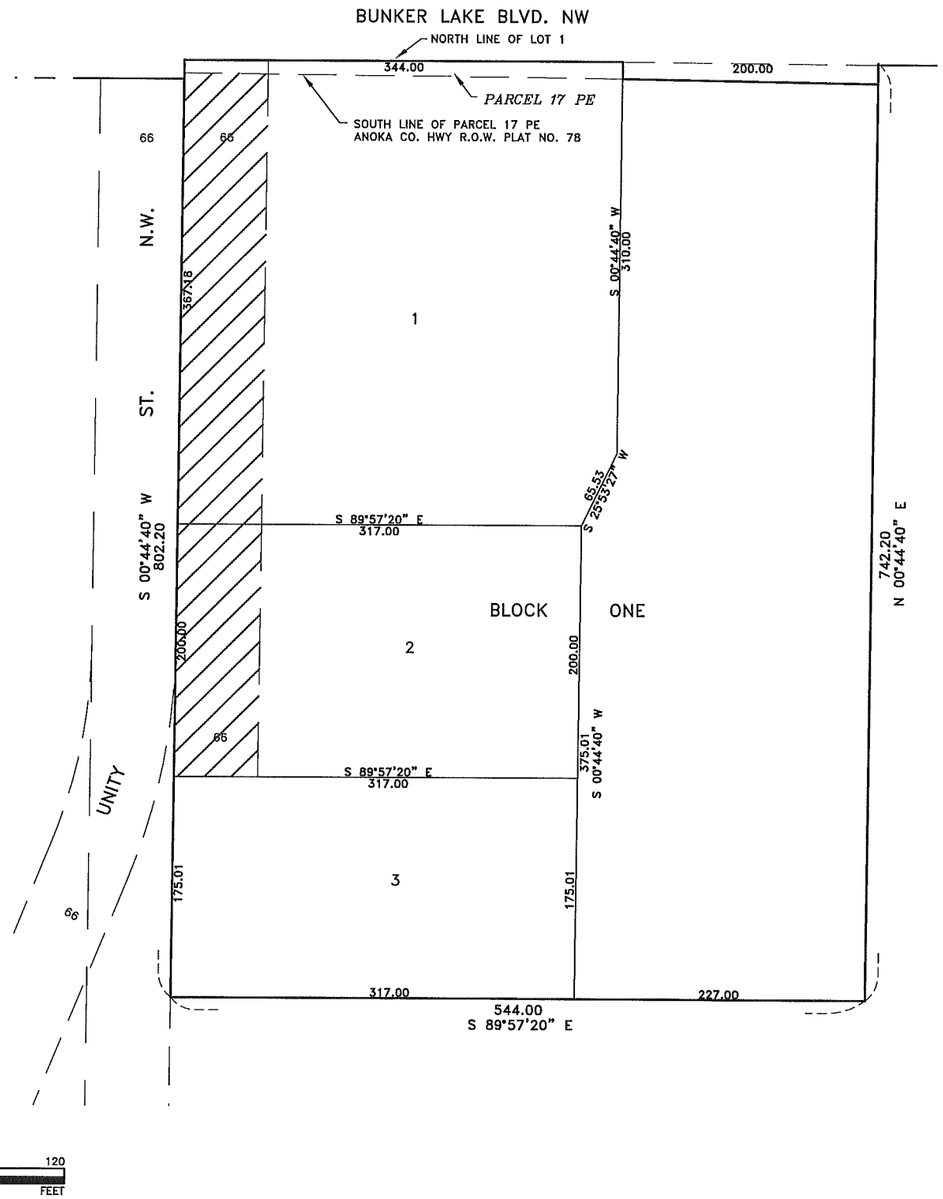
ANOKA COUNTY



Aerial Photo: Flown Spring 2011

Prepared by Anoka County GIS Department

ANOKA COUNTY



Lot 1 Owner: S.K.K.W, L.L.C. & Hassan Properties Partnership L.L.C.
P.I.D. 35-32-25-21-0006
(Property is Torrens)
Cert. of Title 105166

Lot 2 Owner: Park 67 L.L.C.
P.I.D. 35-32-25-21-0007
(Property is Torrens)
Cert. of Title 97926

EASEMENT VACATION DESCRIPTION

That perpetual easement for street and utility purposes as per document No. 211848 over, under and across the west 66.00 feet of Lots 1 and 2, Block 1 PARK 67 INDUSTRIAL PARK, Anoka County, Minnesota, according to the recorded plat thereof, which lies southerly of the southerly line of Parcel 17 PE, Anoka County Highway Right-of-Way Plat No. 78, according to the recorded plat thereof. EXCEPTING therefrom those drainage and utility easements on said Lots 1 and 2, Block 1 as per the plat of said PARK 67 INDUSTRIAL PARK.

Denotes easement for street & utility easement per doc. no. 211848 to be vacated

DATE	REVISION

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

Charles R. Christopherson, MN License No. 18420 — 03/06/13 Date

DESIGNED BY: CRC
DRAWN BY: DMS
CHECKED BY: CRC

Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
www.hakanson-anderson.com

CITY OF RAMSEY

EASEMENT VACATION EXHIBIT
FOR
DENNIS SHARP
CITY OF RAMSEY, MINNESOTA

SHEET 1 OF 1 SHEETS

RA901

Mar 06, 2013 - 2:04pm
K:\Land Surv\Land Desktop 2008\RA901-2013\dwg\UNITY ST VACATE.dwg

ORDINANCE NO. 13-09

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE VACATING AN EASEMENT FOR STREET AND UTILITY 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 street and utility easement is hereby vacated, to-wit:

> That perpetual easement for street and utility purposes as per document No. 211848 over, under and across the west 66 feet of Lots 1 and 2, Block 1 PARK 67 INDUSTRIAL PARK, Anoka County, Minnesota, according to the recorded plat thereof, which lies southerly of the southerly line of Parcel 17 PE, Anoka County Highway Right-of-Way Plat No. 78, according to the recorded plat thereof. EXCEPTING therefrom those drainage and utility easements on said Lots 1 and 2, Block 1 as per the plat of said PARK 67 INDUSTRIAL PARK.

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 _____, 2013.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction Date:
Posting Dates:
Adoption Date:
Publication Date:
Effective Date:

CC Regular Session **4. 6.**

Meeting Date: 04/09/2013

By: Jackie Lipski, Finance

Information

Title:

Adopt Resolution #13-04-066 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 21, 2013 through April 3, 2013

Funding Source:

N/A

Council Action:

Motion to Adopt Resolution #13-04-066 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 21, 2013 through April 3, 2013.

Attachments

Bills List 4/9/2013

Resolution 4/9/2013

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	04/04/2013 10:42 AM
Kurt Ulrich	Kurt Ulrich	04/04/2013 03:55 PM

Form Started By: Jackie Lipski Started On: 04/04/2013 10:18 AM

Final Approval Date: 04/04/2013

CITY OF RAMSEY - FINANCE OFFICE Printed 4/4/2013

RAMSEY CITY COUNCIL MEETING

4/9/2013

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 3/21/13-4/3/13	164,629.54
Accounts Payable 3/21/13-4/3/13	133,914.14
Payroll 3/28/13	110,115.27
Debt Service	147,527.50

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 556,186.45**

		APPROVED PREV. MTG	2012 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:			
	NET PAYROLL TOTAL	$ 107,061.90	$ 696,752.63
-	CORRECTION TO PAYROLL		
	PREPAIDS		
-	PREPAID ADJUSTMENTS	799,001.12	3,246,303.19
	WIRE TRANSFERS FOR DEBT SERVICE		407,056.25
-	CORRECTION TO D.S.		
	ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
-	BILLS LIST SUBMITTED	153,000.26	1,027,847.85
	ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)	17,744.64	135,783.39
-	CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED		**$ 1,076,807.92**	**$ 5,513,743.31**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
91104	**3/21/2013**		**100291 MET COUNCIL SAC**						
		97.40-	FEB 2013 SAC CHARGES		66752	031913	9602.4356		SEWER AVAILABILITY CHARGE
		9,740.00	FEB 2013 SAC CHARGES		66752	031913	9602.2083		SAC CHARGES
		9,642.60							
91105	**3/21/2013**		**107244 NORTHLAND TRUST SERVICES INC**						
		17,527.50	STATE AID ROAD BONDS 2009A		66753	RAMSEY09A	9344.6611		BOND INTEREST
		130,000.00	STATE AID ROAD BONDS 2009A		66753	RAMSEY09A	9344.6602		BOND PRINCIPAL
		147,527.50							
91106	**3/26/2013**		**100948 ANOKA COUNTY LICENSE CENTER**						
		25.00	PLATES FOR 393		66754	032613	0311.6249	00000393	MISCELLANEOUS OPERATING
		25.00							
91107	**3/26/2013**		**111364 ASSURANT EMPLOYEE BENEFITS**						
		1,138.99	APR 2013 LTD		66755	5413144 APR13	9101.2170		DENTAL/DISABILITY/LIFE
		1,138.99							
91108	**3/26/2013**		**100647 BOLTON AND MENK, INC**						
		452.00	TRAIL EASEMENT-OUTLOT A		66756	0154649	0452.6315		MISCELLANEOUS PROFESSIO
		452.00							
91109	**3/26/2013**		**100144 DEHN OIL COMPANY**						
		1,001.95	DIESEL FUEL		66757	21959	0311.6225		DIESEL FUEL
		3,228.00	DIESEL FUEL		66758	21958	0311.6225		DIESEL FUEL
		4,229.95							
91110	**3/26/2013**		**106583 DELTA DENTAL PLAN OF MINNESOTA**						
		1,714.30	DENTAL INS APRIL 2013		66759	5089690	9101.2170		DENTAL/DISABILITY/LIFE
		1,714.30							
91111	**3/26/2013**		**100510 VERIZON WIRELESS**						
		26.02	FEB/MAR 2013 BILLING		66760	9701296123	0301.6323		CELLULAR PHONES
		26.02	FEB/MAR 2013 BILLING		66760	9701296123	0111.6249		MISCELLANEOUS OPERATING
		52.04	FEB/MAR 2013 BILLING		66760	9701296123	0130.6323		CELLULAR PHONES
		104.08							
91162	**3/28/2013**		**100948 ANOKA COUNTY LICENSE CENTER**						
		1,625.94	TRANSFER/PLATES FOR 680		66780	032813	0311.6249	00000680	MISCELLANEOUS OPERATING
		1,625.94							
91163	**3/28/2013**		**100297 CENTERPOINT ENERGY**						
		3,652.77	FEB 2013 7550 SUNWOOD DR		66782	6702493-5FEB201 3	0194.6373		GAS
		174.26	FEB 2013 14515 E TOWN CENTER		66783	8782239-1 FEB 2013	9601.6373		GAS
		403.20	FEB 2013 6701 HIGHWAY 10		66784	6011580-5 FEB 2013	9410.6373	00041012	GAS
		4,230.23							
91164	**3/28/2013**		**110734 CITY OF RAMSEY**						
		21.77	ACCT 68975909		66781	032813	9601.4651		WATER REVENUE
		21.77							
91165	**3/28/2013**		**100116 CONNEXUS ENERGY**						
		13.79	7906 SUNWOOD- TREE LIGHTS		66785	444931-303785MA R13	0311.6371		ELECTRIC UTILITIES

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		13.79							
91166	**3/28/2013**		**107962 GENESIS EMPLOYEE BENEFITS**						
		3,875.00			66768	03271311474810	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,875.00							
91167	**3/28/2013**		**100257 LAW ENFORCEMENT LABOR SRV INC**						
		427.50			66611	0312131556385	9101.2177		UNION DUES
		427.50			66775	0327131147485	9101.2177		UNION DUES
		855.00							
91168	**3/28/2013**		**100298 MN AFSCME COUNCIL 5**						
		464.84			66612	0312131556386	9101.2177		UNION DUES
		464.84			66776	0327131147486	9101.2177		UNION DUES
		929.68							
91169	**4/2/2013**		**106564 BLUE CROSS BLUE SHIELD**						
		50,110.00	APRIL 2013 HEALTH INS.		66819	LOG41-E1-5 APR2013	9101.2176		LIFE/HEALTH-EMPLOYEE
		50,110.00							
91170	**4/2/2013**		**107962 GENESIS EMPLOYEE BENEFITS**						
		67.75	MAR 2013 VEBA/FLEX FEES		66820	18176	0130.6315		MISCELLANEOUS PROFESSIO
		215.00	MAR 2013 VEBA/FLEX FEES		66820	18176	9101.2176		LIFE/HEALTH-EMPLOYEE
		282.75							
91171	**4/2/2013**		**100351 NCPERS MINNESOTA**						
		320.00	APR 2013 BILLING		66822	704800 APR 2013	9101.2170		DENTAL/DISABILITY/LIFE
		320.00							
91173	**4/2/2013**		**101103 SPRINT**						
		56.81	FEB- MAR 2013 BILLING		66824	570683319-136	0191.6323		CELLULAR PHONES
		67.44	FEB- MAR 2013 BILLING		66824	570683319-136	0111.6249		MISCELLANEOUS OPERATING
		92.05	FEB- MAR 2013 BILLING		66824	570683319-136	0130.6323		CELLULAR PHONES
		152.43	FEB- MAR 2013 BILLING		66824	570683319-136	0194.6323		CELLULAR PHONES
		183.66	FEB- MAR 2013 BILLING		66824	570683319-136	0220.6323		CELLULAR PHONES
		200.18	FEB- MAR 2013 BILLING		66824	570683319-136	9601.6323		CELLULAR PHONES
		202.67	FEB- MAR 2013 BILLING		66824	570683319-136	0311.6323		CELLULAR PHONES
		202.67	FEB- MAR 2013 BILLING		66824	570683319-136	0452.6323		CELLULAR PHONES
		216.95	FEB- MAR 2013 BILLING		66824	570683319-136	0301.6323		CELLULAR PHONES
		627.83	FEB- MAR 2013 BILLING		66824	570683319-136	0211.6323		CELLULAR PHONES
		2,002.69							
91174	**4/2/2013**		**113585 STATE OF MINNESOTA**						
		2,950.00	SHOVEL READY PERMIT		66825	00000122165	9230.6315		MISCELLANEOUS PROFESSIO
		2,950.00							
91175	**4/2/2013**		**100413 RANDALL, GOODRICH AND HAAG, P**						
		2,874.60	2013 PROSECUTION BILLING		66860	032913	0161.6304		LEGAL FEES
		2,874.60							
90243931	**3/28/2013**		**100398 PUBLIC EMPLOYEES RETIREMENT AS**						
		75.00			66764	0326131332084	9101.2174		PERA-EMPLOYEE
		75.00			66765	0326131332085	9101.2183		PERA-EMPLOYER
		12,611.18			66777	0327131147487	9101.2174		PERA-EMPLOYEE
		16,869.29			66778	0327131147488	9101.2183		PERA-EMPLOYER
		29,630.47							

CITY OF RAMSEY

Council Check Register

3/21/2013 – 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
95798236	**3/28/2013**		**100113 BANK OF THE WEST**						
		300.00			66761	0326131332081	9101.2171		FEDERAL WITHHOLDING
		323.72			66762	0326131332082	9101.2173		FICA & MEDICARE-EMPLOYEE
		323.72			66763	0326131332083	9101.2182		FICA & MEDICARE-EMPLOYER
		17,046.95			66767	0327131147481	9101.2171		FEDERAL WITHHOLDING
		7,994.21			66772	0327131147482	9101.2173		FICA & MEDICARE-EMPLOYEE
		7,994.21			66773	0327131147483	9101.2182		FICA & MEDICARE-EMPLOYER
		33,982.81							
96209880	**3/28/2013**		**110305 HARTFORD LIFE INSURANCE COMPAN**						
		488.16			66605	03121315563811	9101.2176		LIFE/HEALTH-EMPLOYEE
		488.14			66769	03271311474811	9101.2176		LIFE/HEALTH-EMPLOYEE
		89.10	COBRA PAYMENT		66769	03271311474811	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,065.40							
99032851	**3/28/2013**		**111465 STATE STREET BANK**						
		2,679.00			66770	03271311474812	9101.2175		DEFERRED COMPENSATION
		2,679.00							
99032854	**3/28/2013**		**111465 STATE STREET BANK**						
		416.10			66771	03271311474813	9101.2176		LIFE/HEALTH-EMPLOYEE
		416.10							
99303991	**3/28/2013**		**100223 ICMA RETIREMENT TRUST 457**						
		2,220.40			66774	0327131147484	9101.2175		DEFERRED COMPENSATION
		2,220.40							
99784832	**3/28/2013**		**100601 MN DEPT OF REV WH**						
		59.36			66766	0326131332086	9101.2172		STATE WITHHOLDING
		7,177.63			66779	0327131147489	9101.2172		STATE WITHHOLDING
		7,236.99							
		312,157.04	Grand Total						

Payment Instrument Totals

Check Total	234,925.87
Transfer Total	77,231.17
Total Payments	312,157.04

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
111610	A DYNAMIC DOOR CO. INC.	DOOR INSPECTION	PV	66828	001	09101	3/5/2013	21302072A	376.00
	A DYNAMIC DOOR CO. INC. 4588 194TH AVENUE NE EAST BETHEL MN 55092				Summary Total				376.00
					Payment Amount				376.00
107867	ABM EQUIPMENT AND SUPPLY	MISC PARTS	PV	66786	001	09602	3/13/2013	0135423	87.90
	ABM EQUIPMENT AND SUPPLY				Summary Total				87.90
	333 2ND STREET NE	MISC SUPPLIES	PV	66862	001	09602	3/20/2013	0135500	590.93
	HOPKINS MN 55343				Summary Total				590.93
					Payment Amount				678.83
100012	ACE SOLID WASTE INC	15050 ARMSTRONG - TRASH	PV	66826	001	09101	4/1/2013	0010270770	27.10
	ACE SOLID WASTE INC				Summary Total				27.10
	6601 MCKINLEY STREET NW	APRIL CITY RECYCLE CONTRACT	PV	66827	001	09604	4/1/2013	0010270182	23,617.70
	RAMSEY MN 55303				Summary Total				23,617.70
		APR- TRASH/RECYCLE	PV	66861	001	09101	4/1/2013	0010270702	159.42
		APR- TRASH/RECYCLE	PV	66861	002	09101	4/1/2013	0010270702	31.16
		APR- TRASH/RECYCLE	PV	66861	003	09101	4/1/2013	0010270702	88.07
		APR- TRASH/RECYCLE	PV	66861	004	09101	4/1/2013	0010270702	82.65
		APR- TRASH/RECYCLE	PV	66861	005	09101	4/1/2013	0010270702	27.55
		APR- TRASH/RECYCLE	PV	66861	006	09101	4/1/2013	0010270702	27.55
		APR- TRASH/RECYCLE	PV	66861	007	09101	4/1/2013	0010270702	27.55
					Summary Total				443.95
					Payment Amount				24,088.75
113583	AFFILIATED COMPUTER SERVICES	SOFTWARE SUPPORT RENEWAL 2013	PV	66874	001	09101	3/19/2013	890168	856.62
	AFFILIATED COMPUTER SERVICES P O BOX 201322 DALLAS TX 75320-1322				Summary Total				856.62
					Payment Amount				856.62
100017	AIRGAS NORTH CENTRAL	RENT ON CYLINDERS	PV	66829	001	09101	2/28/2013	9907901046	21.29
	AIRGAS NORTH CENTRAL PO BOX 802588				Summary Total				21.29

Bank Account	00002224	CASH IN BANK
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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
	CHICAGO IL 60680-2588								
				Payment Amount					21.29
100019	ALLINA MEDICAL CLINIC	PREEMPLOYMENT EXAMS-PD	PV	66787	001	09101	2/28/2013	90918	599.00
	ALLINA MEDICAL CLINIC P O BOX 60 NW 5685 MINNEAPOLIS MN 55440-0060			Summary Total					599.00
				Payment Amount					599.00
106641	AMERICAN PRESSURE INC	HOSE AND SWIVEL	PV	66863	001	09101	3/20/2013	72084	167.53
	AMERICAN PRESSURE INC 3810 W BROADWAY ROBBINSDALE MN 55422			Summary Total					167.53
				Payment Amount					167.53
108664	AMERICAN VENDING INC	COFFEE AND MISC	PV	66864	001	09101	3/20/2013	7173	209.10
	AMERICAN VENDING INC	COFFEE AND MISC	PV	66864	002	09101	3/20/2013	7173	210.33
	10787 93RD AVENUE N MAPLE GROVE MN 55369			Summary Total					419.43
				Payment Amount					419.43
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	INTERNET ACCESS PD FEB 2013	PV	66788	001	09101	3/7/2013	2013-217	542.61
	ANOKA COUNTY CENTRAL COMMUNICATIONS			Summary Total					542.61
	325 EAST MAIN STREET	2013 SER CONTRACT	PV	66830	001	09101	3/28/2013	2013-244	2,008.92
	ANOKA MN 55303			Summary Total					2,008.92
				Payment Amount					2,551.53
100063	ASPEN MILLS	MISC C. KREYER	PV	66789	001	09101	3/6/2013	132553	272.25
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432			Summary Total					272.25
				Payment Amount					272.25
100297	CENTERPOINT ENERGY	FEB 2013 MISC CITY ACCOUNTS	PV	66865	001	09101	3/19/2013	8000014064-2FEB 2013	1,778.74
	CENTERPOINT ENERGY	FEB 2013 MISC CITY	PV	66865	002	09101	3/19/2013	8000014064-2FEB	822.39

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
		ACCOUNTS						2013	
	P O BOX 4671	FEB 2013 MISC CITY ACCOUNTS	PV	66865	003	09101	3/19/2013	8000014064-2FEB 2013	406.43
	HOUSTON TX 77210-4671	FEB 2013 MISC CITY ACCOUNTS	PV	66865	004	09101	3/19/2013	8000014064-2FEB 2013	274.13
		FEB 2013 MISC CITY ACCOUNTS	PV	66865	005	09101	3/19/2013	8000014064-2FEB 2013	274.13
		FEB 2013 MISC CITY ACCOUNTS	PV	66865	006	09101	3/19/2013	8000014064-2FEB 2013	274.13
				Summary Total					3,829.95
				Payment Amount					3,829.95
100116	CONNEXUS ENERGY	WTR TWR, LIFT STAT, WELLS	PV	66831	001	09601	3/21/2013	759126-303102MAR2013	4,728.53
	CONNEXUS ENERGY	WTR TWR, LIFT STAT, WELLS	PV	66831	002	09601	3/21/2013	759126-303102MAR2013	579.33
	PO BOX 1808			Summary Total					5,307.86
	MINNEAPOLIS MN 55480-1808	SIRENS	PV	66832	001	09101	3/21/2013	759126-303095MAR13	90.78
				Summary Total					90.78
		STREET LIGHTS	PV	66833	001	09603	3/21/2013	759126-303101MAR13	10,023.71
				Summary Total					10,023.71
		TRAFFIC SIGNALS	PV	66866	001	09101	3/21/2013	759126-303100MAR13	451.19
				Summary Total					451.19
		PUBLIC WORKS MISC	PV	66867	001	09101	3/21/2013	759126-303106MAR13	695.25
		PUBLIC WORKS MISC	PV	66867	002	09101	3/21/2013	759126-303106MAR13	231.75
		PUBLIC WORKS MISC	PV	66867	003	09101	3/21/2013	759126-303106MAR13	231.75
		PUBLIC WORKS MISC	PV	66867	004	09101	3/21/2013	759126-303106MAR13	231.74
		PUBLIC WORKS MISC	PV	66867	005	09101	3/21/2013	759126-303106MAR13	1,345.49
				Summary Total					2,735.98
				Payment Amount					18,609.52
100125	COUNTRYSIDE PRINTING INC	BIZ EXPO MAILERS 2013	PV	66790	001	09230	3/12/2013	31569-A 2013	1,095.47
	COUNTRYSIDE PRINTING			Summary Total					1,095.47
	6250 BUNKER LAKE BLVD NW	BUSINESS CARDS-BRAMA P.	PV	66868	001	09101	3/20/2013	31585	41.68
	SUITE 113 RAMSEY MN 55303			Summary Total					41.68
				Payment Amount					1,137.15

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
101051	CUSHMAN MOTOR COMPANY, INC	BLADES-409	PV	66834	001	09101	3/19/2013	159749	143.90
	CUSHMAN MOTOR COMPANY, INC 2909 EAST FRANKLIN AVENUE MPLS MN 55406				Summary Total				143.90
					Payment Amount				143.90
100144	DEHN OIL COMPANY	DIESEL	PV	66835	001	09101	3/18/2013	23057	1,290.52
	DEHN OIL COMPANY				Summary Total				1,290.52
	6735 141ST AVENUE NW	DIESEL	PV	66836	001	09101	3/18/2013	23056	3,174.75
	RAMSEY MN 55303				Summary Total				3,174.75
		HYDRAULIC FLUID	PV	66837	001	09101	3/25/2013	25025708	144.59
					Summary Total				144.59
					Payment Amount				4,609.86
101185	DO ALL PRINTING COM INC	PET LICENSE BANNER	PV	66791	001	09101	3/19/2013	19672	38.48
	DO ALL PRINTING COM INC				Summary Total				38.48
	6360 HIGHWAY 10 NW	ARAA NLS CHECK	PV	66838	001	09101	3/25/2013	19734	46.81
	RAMSEY MN 55303				Summary Total				46.81
		EXPLORERS SHIRTS	PV	66869	001	09101	3/27/2013	19756	28.00
					Summary Total				28.00
					Payment Amount				113.29
104205	EXPRESS SIGNS AND BALLOONS INC	SIGN ADVERTISEMENT	PV	66793	001	09230	3/22/2013	9116	748.13
	EXPRESS SIGNS AND BALLOONS INC PO BOX 475 ANOKA MN 55303				Summary Total				748.13
					Payment Amount				748.13
106962	F I R E	3- OFFICER 1 CLASS	PV	66839	001	09101	3/1/2013	109	1,500.00
	F I R E 12243 NORTHGATE LANE CROSSLAKE MN 56442				Summary Total				1,500.00
					Payment Amount				1,500.00
107099	FASTENAL	MISC SUPPLIES	PV	66870	001	09602	3/26/2013	MNTC896351	2.04

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
	FASTENAL COMPANY			Summary Total					2.04
	P O BOX 978	MISC SUPPLIES	PV	66871	001	09601	3/25/2013	MNTC896277	74.91
	WINONA MN 55987			Summary Total					74.91
		MISC SUPPLIES	PV	66872	001	09601	3/25/2013	MNTC896295	18.41
				Summary Total					18.41
		MISC SUPPLIES	PV	66873	001	09101	3/26/2013	MNTC896337	22.15
				Summary Total					22.15
				Payment Amount					117.51
101112	FIRE MARSHALS ASSOCIATION OF MINNESOTA	MEMBERSHIP-M. KOHNER	PV	66840	001	09101	3/21/2013	032113	35.00
	FIRE MARSHALS ASSOCIATION OF MINNESOTA 678 PINEWOOD DRIVE SHOREVIEW MN 55126			Summary Total					35.00
				Payment Amount					35.00
106428	FORCE AMERICA INC	ROCKER SWITCH	PV	66794	001	09101	3/7/2013	01401484	211.25
	FORCE AMERICA INC 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337			Summary Total					211.25
				Payment Amount					211.25
100186	FRANKENSIGNS INC	SIGN- BRUCE WESTBY	PV	66841	001	09101	3/20/2013	260288	21.38
	FRANKENSIGNS			Summary Total					21.38
	P O BOX 49301	CUBE SIGN P. BRAMA	PV	66859	001	09101	3/20/2013	260290	21.38
	BLAINE MN 55449			Summary Total					21.38
				Payment Amount					42.76
113572	FREDRICKSON, JASON	MILEAGE REIMBURSEMENT	PV	66842	001	09101	3/26/2013	032613	31.92
	JASON FREDRICKSON			Summary Total					31.92
	12259 ZEALAND AVENUE N	MILEAGE REIMBURSEMENT	PV	66843	001	09101	3/29/2013	032913	51.98
	CHAMPLIN MN 55316			Summary Total					51.98
				Payment Amount					83.90
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	66844	001	09101	3/20/2013	1006427374	84.00
	G AND K SERVICES INC	UNIFORM CLEANING	PV	66844	002	09101	3/20/2013	1006427374	10.00

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	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	PO BOX 1450-NW 7536	UNIFORM CLEANING	PV	66844	003	09101	3/20/2013	1006427374	121.17
	MINNEAPOLIS MN	UNIFORM CLEANING	PV	66844	004	09101	3/20/2013	1006427374	121.18
	55485-7536								
				Summary Total					336.35
		MATS- FD	PV	66845	001	09101	3/20/2013	1006427372	125.86
				Summary Total					125.86
		FD MATS	PV	66875	001	09101	3/27/2013	1006438701	102.94
				Summary Total					102.94
		UNIFORM CLEANING	PV	66876	001	09101	3/27/2013	1006438698	84.00
		UNIFORM CLEANING	PV	66876	002	09101	3/27/2013	1006438698	10.00
		UNIFORM CLEANING	PV	66876	003	09101	3/27/2013	1006438698	63.75
		UNIFORM CLEANING	PV	66876	004	09101	3/27/2013	1006438698	63.75
				Summary Total					221.50
				Payment Amount					786.65
100650	GRAINGER	GLOVES PW	PV	66877	001	09101	3/22/2013	9098531099	388.86
	GRAINGER INC			Summary Total					388.86
	DEPT. 806511127								
	PALATINE IL 60038-0001								
				Payment Amount					388.86
100211	HAWKINS INC	CHEMICALS	PV	66795	001	09601	3/15/2013	3445989	105.42
	HAWKINS INC			Summary Total					105.42
	P O BOX 9171	CHEMICALS	PV	66796	001	09601	3/14/2013	3445527	1,428.30
	MINNEAPOLIS MN 55480-9171			Summary Total					1,428.30
				Payment Amount					1,533.72
107478	INTELLIGENT PRODUCTS INCORPORATED	MUTT MITT SUPPLIES	PV	66797	001	09101	3/12/2013	156089A	758.10
	INTELLIGENT PRODUCTS INCORPORATED			Summary Total					758.10
	10,000 LOWER RIVER ROAD								
	P O BOX 626								
	BURLINGTON KY 41005								
				Payment Amount					758.10
100243	KENNEDY AND GRAVEN CHARTERED	CONF CALL RE: LIQUOR STR ACQ	PV	66798	001	09101	3/19/2013	113147	21.00
	KENNEDY AND GRAVEN CHARTERED			Summary Total					21.00
	200 SOUTH 6TH STREET SUITE 470								
	MINNEAPOLIS MN 55402								

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224	CASH IN BANK
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					21.00
100256	LANO EQUIPMENT INC	TOOL CAT BLOWER 645	PV	66799	001	09101	3/19/2013	224145	31.42
	LANO EQUIPMENT INC			Summary Total					31.42
	6140 HIGHWAY 10 NW	MISC PARTS	PV	66800	001	09101	3/20/2013	224190	119.41
	ANOKA MN 55303			Summary Total					119.41
				Payment Amount					150.83
100258	LEAGUE OF MINNESOTA CITIES	K. ULRICH 2013 CONF	PV	66878	001	09101	3/27/2013	181688	295.00
	LEAGUE OF MN CITIES FINANCE DEPT 145 UNIVERSITY AVE WEST ST PAUL MN 55103-2044			Summary Total					295.00
				Payment Amount					295.00
100266	LOGIS	FEB 2013 BILLING	PV	66801	001	09101	2/28/2013	36428	10,391.00
	LOGIS			Summary Total					10,391.00
	5750 DULUTH STREET	MISC WORK	PV	66802	001	09101	2/28/2013	36513	48.09
	GOLDEN VALLEY MN 55422-4036			Summary Total					48.09
		NETWORK MISC	PV	66803	001	09101	2/28/2013	36476	618.75
				Summary Total					618.75
				Payment Amount					11,057.84
106741	LSA DESIGN INC	RE: RAMSEY DECK BID FEB 13	PV	66804	001	09468	3/13/2013	13021	930.00
	LSA DESIGN INC 219 N 2ND STREET SUITE 302 MINNEAPOLIS MN 55401-1454			Summary Total					930.00
				Payment Amount					930.00
100270	MACQUEEN EQUIPMENT INC	MISC SUPPLIES	PV	66879	001	09605	3/25/2013	2132118	156.66
	MACQUEEN EQUIPMENT INC 595 ALDINE STREET ST PAUL MN 55104			Summary Total					156.66
				Payment Amount					156.66
100283	MENARDS COON RAPIDS	VINYL TUBING	PV	66846	001	09101	3/17/2013	18797	5.34

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
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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
	MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433			Summary Total					5.34
				Payment Amount					5.34
100287	METRO FIRE INC	5 HELMETS	PV	66880	001	09101	3/22/2013	46802	1,060.89
	METRO FIRE INC 13915 LINCOLN ST NE SUITE D HAM LAKE MN 55304			Summary Total					1,060.89
				Payment Amount					1,060.89
112858	MIDWAY FORD	2013 FORD F 350 # 680	PV	66847	001	09101	3/25/2013	93237	24,480.48
	MIDWAY FORD 2777 NORTH SNELLING AVENUE ROSEVILLE MN 55113			Summary Total					24,480.48
				Payment Amount					24,480.48
112881	MIDWAY PARTY RENTAL	RE BUSINESS EXPO	PV	66881	001	09230	4/3/2013	28965	382.35
	MIDWAY PARTY RENTAL 600 KASOTA AVE SE MINNEAPOLIS MN 55414			Summary Total					382.35
				Payment Amount					382.35
106555	MINNEAPOLIS, CITY OF	FEB 2013 TRANSACTION FEES	PV	66806	001	09101	3/6/2013	400413003815	91.80
	MINNEAPOLIS FINANCE DEPT P O BOX 77038 MINNEAPOLIS MN 55480-7738			Summary Total					91.80
				Payment Amount					91.80
100303	MINNESOTA CONWAY INC	MISC SUPPLIES	PV	66882	001	09101	3/25/2013	56351	425.27
	MINNESOTA CONWAY			Summary Total					425.27
	575 MINNEHAHA AVE WEST	MISC SUPPLIES	PV	66883	001	09101	3/25/2013	56353	207.85
	ST PAUL MN 55103-1573	MISC SUPPLIES	PV	66883	002	09101	3/25/2013	56353	207.85
		MISC SUPPLIES	PV	66883	003	09101	3/25/2013	56353	207.85
				Summary Total					623.55
				Payment Amount					1,048.82

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
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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
100326	MN CHIEFS OF POLICE ASSN	PERMIT TO CARRY FORMS	PV	66805	001	09101	3/14/2013	3726	64.02
	MN CHIEFS OF POLICE ASSN 1951 WOODLANE DRIVE WOODBURY MN 55125				Summary Total				64.02
					Payment Amount				64.02
100330	MN FIRE SRV CERTIFICATION BRD	CERT EXAM FIRE -3	PV	66848	001	09101	2/7/2013	1719	225.00
	MN FIRE SRV CERTIFICATION BRD 2650 FOX RIDGE NE BLAINE MN 55449				Summary Total				225.00
					Payment Amount				225.00
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	66849	001	09101	3/25/2013	160785	49.53
	NORTHERN SANITARY SUPPLY CO				Summary Total				49.53
	341 COON RAPIDS BLVD	MISC SUPPLIES	PV	66850	001	09101	3/21/2013	160735	276.66
	MINNEAPOLIS MN 55433				Summary Total				276.66
					Payment Amount				326.19
106216	PIONEER RIM AND WHEEL CO	MISC SUPPLIES	PV	66851	001	09101	3/19/2013	1-192518	338.31
	PIONEER RIM AND WHEEL CO 2500 KENNEDY ST NE MINNEAPOLIS MN 55413				Summary Total				338.31
					Payment Amount				338.31
113444	PRECISE	PILOT FEES	PV	66884	001	09101	3/21/2013	306446	60.00
	PRECISE				Summary Total				60.00
	501 EAST CLIFF ROAD SIUTE 100	MISC SUPPLIES	PV	66885	001	09101	3/22/2013	306462	5,352.29
	BURNSVILLE MN 55337				Summary Total				5,352.29
					Payment Amount				5,412.29
100403	QUICKSILVER EXPRESS COURIER	CLOSING DOCS.	PV	66807	001	09805	3/15/2013	6473151	84.94
	QUICKSILVER EXPRESS COURIER PO BOX 64417				Summary Total				84.94

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Pay Through Date	12/31/2013	

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ST PAUL MN 55164-0417								
				Payment Amount					84.94
100421	REGAL AWARDS AND TROPHIES	NAME PLATES	PV	66886	001	09101	3/18/2013	13436	37.41
	REGAL AWARDS AND TROPHIES 530 WEST MAIN STREET ANOKA MN 55303			Summary Total					37.41
				Payment Amount					37.41
112475	S AND T OFFICE PRODUCTS INC	OFFICE SUPPLIES	PV	66808	001	09101	3/11/2013	01PR5944	31.70
	S AND T OFFICE PRODUCTS INC	OFFICE SUPPLIES	PV	66808	002	09101	3/11/2013	01PR5944	52.04
	1000 KRISTEN COURT	OFFICE SUPPLIES	PV	66808	003	09101	3/11/2013	01PR5944	146.12
	ST PAUL MN 55110			Summary Total					229.86
				Payment Amount					229.86
112996	STANTEC CONSULTING SERVICES INC	PLAN REVIEW	PV	66809	001	09101	3/12/2013	669869	93.00
	STANTEC CONSULTING SERVICES INC			Summary Total					93.00
	13980 COLLECTIONS CENTER DRIVE	ZONING ORD. AMENDMENTS	PV	66810	001	09101	3/12/2013	669871	267.00
	CHICAGO IL 60693			Summary Total					267.00
				Payment Amount					360.00
100461	STAR TRIBUNE	ONLINE JOB- ECON DEV MANAGER	PV	66811	001	09101	2/28/2013	1000023826FEB13	360.00
	STAR TRIBUNE P O BOX 790445 ST LOUIS MO 63179-0445			Summary Total					360.00
				Payment Amount					360.00
100469	STREICHER'S POLICE EQUIPMENT	BATTERIES	PV	66812	001	09101	3/14/2013	I1006112	21.36
	STREICHER'S POLICE EQUIPMENT			Summary Total					21.36
	LB# 7873	MISC SUPPLIES	PV	66813	001	09101	3/14/2013	I1006121	319.54
	P O BOX 9438			Summary Total					319.54
	MINNEAPOLIS MN 55440-9438	MISC PD SUPPLIES	PV	66814	001	09101	3/13/2013	I1005858	428.52

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
				Summary Total					428.52
		REFILL PALM DEFENDER	PV	66815	001	09101	3/8/2013	I1004835	14.94
				Summary Total					14.94
				Payment Amount					784.36
101292	THIELING, JOANN	REIMBURSE FOR MCFOA CONFERENCE	PV	66816	001	09101	3/26/2013	032613	266.23
	JOANN THIELING 16010 POTASSIUM STREET NW RAMSEY MN 55303			Summary Total					266.23
				Payment Amount					266.23
107797	THOMSON REUTERS- WEST	ZONING BULLETIN-2013	PV	66852	001	09101	3/8/2013	0826665085	279.48
	THOMSON REUTERS- WEST P O BOX 6292 CAROL STREAM IL 60197-6292			Summary Total					279.48
				Payment Amount					279.48
105706	TINKLENBERG GROUP INC	MARCH 2013 BILLING-EDA	PV	66887	001	09400	3/28/2013	1891	8,459.47
	THE TINKLENBERG GROUP INC 11234 FOREST COURT NE BLAINE MN 55449-5920			Summary Total					8,459.47
				Payment Amount					8,459.47
112760	TORNADO ALLEY	DUFFEL BAG PANELS	PV	66817	001	09101	3/18/2013	031813	112.22
	TORNADO ALLEY 13949 ST FRANCIS BLVD NW RAMSEY MN 55303			Summary Total					112.22
				Payment Amount					112.22
106812	TWIN CITY FILTER SERVICE INC	FILTERS	PV	66854	001	09101	3/13/2013	0528284	3,897.23
	TWIN CITY FILTER SERVICE INC 2529 25TH AVE S MINNEAPOLIS MN 55406-1280			Summary Total					3,897.23
				Payment Amount					3,897.23

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	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100497	UNIFORMS UNLIMITED	MISC SUPPLIES PD	PV	66853	001	09101	3/19/2013	156794	949.05
	UNIFORMS UNLIMITED 935 NORTH DALE STREET ST. PAUL MN 55103				Summary Total				949.05
					Payment Amount				949.05
106638	UNIQUE PAVING MATERIALS CORPORATION	COLD MIX ASPHALT	PV	66888	001	09101	3/12/2013	226105	276.54
	UNIQUE PAVING MATERIALS CORPORATION 3993 EAST 93RD STREET CLEVELAND OH 44105-4096				Summary Total				276.54
					Payment Amount				276.54
113589	VISUAL PRO 360	WIRELESS MICROPHONE	PV	66855	001	09290	3/27/2013	2013-20352	414.51
	VISUAL PRO 360 501 LAKEVIEW HEIGHTS SUITE 101 JEFFERSON CITY MO 65109				Summary Total				414.51
					Payment Amount				414.51
105628	WELLS CATERING SERVICE	BOX LUNCHES 3-19-13	PV	66818	001	09101	3/19/2013	27605	106.77
	WELLS CATERING SERVICE				Summary Total				106.77
	7533 SUNWOOD DRIVE SUITE 108	MEETING 4-2-2013	PV	66856	001	09101	4/2/2013	27637	239.40
	RAMSEY MN 55303				Summary Total				239.40
		MEETING 3-26-2013	PV	66857	001	09101	3/26/2013	27630	106.77
					Summary Total				106.77
					Payment Amount				452.94
100529	WENDELL'S INC	BADGES- WESTBY/BRAMA	PV	66858	001	09101	3/21/2013	1780826	11.18
	WENDELL'S INC 6601 BUNKER LAKE BLVD PO BOX 458 RAMSEY MN 55303-0458				Summary Total				11.18
					Payment Amount				11.18
112318	WINTER EQUIPMENT COMPANY	MISC SUPPLIES	PV	66889	001	09101	3/22/2013	IV18019	1,050.12

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
	WINTER EQUIPMENT COMPANY 1900 JOSEPH LLOYD PARKWAY WILLOUGHBY OH 44094			Summary Total					1,050.12
				Payment Amount					1,050.12
100541	ZARNOTH BRUSH WORKS INC	BROOM REFILL	PV	66890	001	09605	3/14/2013	0142838	1,139.29
	ZARNOTH BRUSH WORKS INC PO BOX 141 CHILTON WI 53014-0141			Summary Total					1,139.29
				Payment Amount					1,139.29
100543	ZIEGLER INC	BLADES	PV	66891	001	09101	3/21/2013	PC001453889	4,021.71
	ZIEGLER INC SDS 12-0436 PO BOX 86 MINNEAPOLIS MN 55486-0436			Summary Total					4,021.71
				Payment Amount					4,021.71
				Total Amount to be Processed					133,914.14
				Total Number of Payments to be Processed					63

NORTHLAND TRUST SERVICES

45 South 7th Street Ste 2000
Minneapolis, MN 55402
Phone: 612-851-4931
Fax: 612-851-4933

REC'D FEB 15 2013

107244

INVOICE

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

02/12/2013
RAMSEY09A

9344.6602 - 130,000
9344.6611 - 17,527.50
147,527.50

RE: CITY OF RAMSEY, MINNESOTA
$1,340,000 GENERAL OBLIGATION TAXABLE
STATE-AID ROAD BONDS, SERIES 2009A
CALL DATE: 04/01/2016

Debt Service: 04/01/2013

Principal:	$	130,000.00
Interest:	$	17,527.50
Total Principal & Interest:	$	147,527.50
Paying Agent Annual Fee		0.00
Total Amount Due:	**$**	**147,527.50**

Check payments due: 03-25-2013

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

Wire payments due: 03-28-2013

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

If you have questions please call or email:

Rhonda Magee: rmagee@northlandtrust.com PH:612-851-4931
Jon Laubach: jlaubach@northlandtrust.com PH:612-851-5985
Lori Giampaolo: lgiampaolo@northlandtrust.com PH:612-851-4932

Thank You for your business!

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-04-066

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF MARCH 21, 2013 THROUGH APRIL 3, 2013.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of March 21, 2013, through April 3, 2013, in the amount of $556,186.45; 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 March 21, 2013, through April 3, 2013, in the amount of $556,186.45.

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:

Mayor Strommen
Councilmember Riley
Councilmember LeTourneau
Councilmember Backous
Councilmember Elvig
Councilmember Kuzma
Councilmember Tossey

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of April 2013.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 7.**

Meeting Date: 04/09/2013

By: Jo Thieling, Administrative Services

Information

Title:

Adopt Resolution #13-04-070 Supporting Legislation Authorizing the Establishment of Municipal Street Improvement Districts

Background:

The League of Minnesota Cities is asking cities to pass a resolution or write a letter to show support for street improvement district legislation. This is a League initiative that would allow cities to create street improvement districts has advanced through several committees and remains viable as the Legislature prepares for the post-break home stretch. In an effort to demonstrate the broad city support that exists for this initiative, the League is seeking resolutions of support in an effort to demonstrate the broad city support that exists for this imitative, the League is seeking resolutions of support from city councils. Support from the cities is critical to securing key votes from legislators who may not be familiar with this street improvement district initiative,.

This item has ranked high on the City of Ramsey's legislative agenda over the last several years as we have struggled to identify options for road maintenance and reconstruction efforts. This legislation would provide another financing tool, but would be optional for each City to adopt or not.

The bills:

SF 607. Authors: Senator Jim Carlson (DFL-Eagan) (chief author), Senator John Pederson (R-St. Cloud), Senator Scott Dibble (DFL-Minneapolis), Senator Dave Senjem (R-Rochester(, Senator Ann Rest (DFL-New Hope)

HF 745: Authors: Representative Ron Erhardt (DFL-Edina() (chief author), Representative Frank Hornstein (DFL-Minneapolis), Representative Bob Guenther (R-Fairmont), Representative Paul Torkelson (R-Hanska), Representative David Bly (DFL-Northfield)

What the bill does:

this bill would allow cities to collect fees from property owners within a district to fund municipal street maintenance, construction, reconstruction, and facility upgrades. If enacted, this legislation would provide cities with an additional tool to build and maintain city streets.

A fact sheet and talking points prepared by the League is attached to this case.

If Council is in support of this resolution, following its adoption, staff will send copies to our legislators.

Council Action:

Motion to adopt Resolution #13-04-070 Supporting Legislation Authorizing the Establishment of Municipal Street Improvement Districts

Attachments

League Fact Sheet

Resolution Street Improvement District

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/04/2013 04:11 PM

Form Started By: Jo Thieling Started On: 04/03/2013 11:20 AM

Final Approval Date: 04/04/2013

LEAGUE OF MINNESOTA CITIES

CONNECTING & INNOVATING
SINCE 1913

Briefing paper---2013

Minnesota cities and street improvement districts

League position

The League supports HF 745 (Erhardt, DFL-Edina) and SF 607 (Carlson, DFL-Eagan), legislation that would allow cities to create street improvement districts. This authority would allow cities to collect fees from property owners within a district to fund municipal street maintenance, construction, reconstruction, and facility upgrades. If enacted, this legislation would provide cities with an additional tool to build and maintain city streets.

Supporters

HF 745/SF 607 is also supported by the following organizations:

- Association of Metropolitan Municipalities
- Coalition of Greater Minnesota Cities
- Minnesota Association of Small Cities
- North Metro Mayors
- Minnesota Transportation Alliance
- City Engineers Association of Minnesota
- Minnesota Chapter of the American Public Works Association

Background

Just as the state has fallen behind in making transportation investments, some cities faced with budget challenges have made the difficult decision in recent years to hold off on scheduled street improvement projects. Maintenance projects, such as seal coating and overlays, can prolong the lifecycle of streets to 50 to 60 years. Without ongoing maintenance, the average life expectancy of local streets is approximately 25 to 30 years. For every $1 spent on maintenance, a road authority saves $7 in repairs. But this maintenance requires a reliable dedicated funding source other than the current volatile property tax system.

For the same reasons, cities are also falling behind on the reconstruction projects necessary to help keep property values stable; and, cities lack viable options for building new transportation infrastructure to attract and retain the investments by businesses that keep Minnesota's economy strong.

Existing funding mechanisms for street maintenance and reconstruction are inadequate. Special assessments can be onerous to property owners and are difficult to implement for some cities. Special assessments are not always useful for funding collector streets and other streets that do not abut private property. Property tax dollars are generally not dedicated and are sometimes diverted to more pressing needs such as public safety, water quality and cost participation in state and county highway projects. Municipal state aid (MSA) is limited to cities over 5,000 population--147

145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044

PHONE: (651) 281-1200 FAX: (651) 281-1299
TOLL FREE: (800) 925-1122 WEB: WWW.LMC.ORG

of 853 cities in Minnesota--and cannot be applied to more than 20% of a MSA city's lane miles. Existing MSA is not keeping up with needs on the MSA system.

Key messages

- This is enabling legislation. No city would be required to create a municipal street improvement district.
- The street improvement district authority legislation is modeled after Minn. Stat. 435.44, which allows cities to establish sidewalk improvement districts.
- This authority would provide a funding mechanism that is fair. It establishes a clear relationship between who pays fees and where projects occur, but stops short of the benefit test that sometimes makes special assessments vulnerable to legal challenges. It also does not prohibit cities from collecting fees from tax exempt properties within a district.
- Fees paid under a street improvement district would be deductible just as property taxes are.
- This tool allows cities to perform maintenance and reconstruction on schedule. Timely maintenance is essential to preserving streets and thereby protecting taxpayer investments.
- This tool would allow property owners to fund expensive projects by paying relatively small fees over time. The tool could be used to mitigate or eliminate the need for special assessments.

LMC Contact: Anne Finn, Assistant IGR Director, 651-281-1263, afinn@lmc.org

Updated March 13, 2013

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-04-070

A RESOLUTION SUPPORTING LEGISLATION AUTHORIZING THE ESTABLISHMENT OF MUNICIPAL STREET IMPROVEMENT DISTRICTS

WHEREAS, Minnesota contains over 135,000 miles of roadway, and over 19,000 miles—or 14 percent--are owned and maintained by Minnesota's 853 cities; and

WHEREAS, 84 percent of municipal streets are ineligible for dedicated Highway User Tax Distribution Fund dollars; and

WHEREAS, the more than 700 Minnesota cities with populations below 5,000 are ineligible for dedicated Highway User Tax Distribution Fund dollars; and

WHEREAS, city streets are a separate but integral piece of the network of roads supporting movement of people and goods; and

WHEREAS, existing funding mechanisms, such as Municipal State Aid (MSA), property taxes and special assessments, have limited applications, leaving cities under-equipped to address growing needs; and

WHEREAS, maintenance costs increase as road systems age, and no city--large or small—is spending enough on roadway capital improvements to maintain a 50-year lifecycle; and

WHEREAS, for every one dollar spent on maintenance, a road authority saves seven dollars in repairs; and

WHEREAS, the Council of the City of Ramsey finds it is difficult to develop adequate funding systems to support the City's needed street improvement and maintenance programs while complying with existing State statutes; and

WHEREAS, cities need flexible policies and greater resources in order to meet growing demands for municipal street improvements and maintenance.

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

1) That the City of Ramsey hereby supports enabling legislation that would authorize cities to establish street improvement districts to fund municipal street maintenance, construction and reconstruction.

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 9th day of April, 2013.

Mayor Sarah Strommen

ATTEST:

City Clerk Jo Ann M. Thieling

CC Regular Session **4. 8.**

Meeting Date: 04/09/2013

Submitted For: Patrick Brama **By:** Patrick Brama, Administrative Services

Information

Title:

Adopt Updated *MUNICIPAL CENTER FACILITY USE & RENTAL POLICY*

Background:

The Municipal Center Facility Use and Rental Policy establishes rules, regulations, definitions and a fee schedule that guide the use of available conference rooms located within the Ramsey Municipal Center.

The Municipal Center contains five (5) conference rooms available for use by the public or outside organizations. Available rooms include: Alexander Ramsey, Lake Itasca, Mississippi River, Rum River and Trott Brook.

The purpose of this case is to update the facility use policy.

Update Summary:

- Update fee schedule for consistency
- Address Homeowners Associations (HOAs)

Notification:

NA

Observations:

(1) Update fee schedule

Staff has received feedback that fees for home owners associations (HOAs) to use smaller rooms are too high ($20 today). Some HOA's meet in small groups each month. In an attempt to compromise with customers, Staff recommends reducing the "general public--resident" (i.e. HOA) rate to $15 for smaller rooms.

Additionally, staff would like to make the fee structure relationship between "for profit-residents" and "general public-residents" consistent.

Previous Structure:
For Profit-Resident $100, 75, 50
General Public-Resident $50, 30, 15

Proposed Structure (2x factor)
For Profit-Resident $100, 60, 30
General Public-Resident $50, 30, 15
The proposed rates result in a slight reduction for "for-profit Ramsey businesses."

(2) Address Homeowners Associations

Previously, determining the user status of homeowners associations was not addressed in the facility use policy. Therefore, users were not treated the same on a consistent basis.. Recently, an issue has risen to the surface regarding the fee structure used for Homeowners Associations (HOA). Some HOA's were being charged business rates and some HOA's were being charged nonprofit rates.

Business Rates: $100,60,30

Non-Profit Rates: $5,5,5

Staff is recommending a compromise; and to assign all HOAs to the "general public--resident" fee structure.

General Public/Resident (HOA): $50,30,15

It it Staff's opinion, the changes proposed in the attached policy, and outlined above, do not effect/reduce projected revenues for room rentals enough to warrant concern and further analysis. The proposed changes are an effort to compromise with customers and to be equitable.

Recommendation:

Adopt the updated *MUNICIPAL CENTER FACILITY USE & RENTAL POLICY*

Funding Source:

NA

Council Action:

Adopt the updated *MUNICIPAL CENTER FACILITY USE & RENTAL POLICY*

Attachments

MUNICIPAL CENTER FACILITY USE and RENTAL POLICY

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	04/01/2013 02:53 PM
Kurt Ulrich	Kurt Ulrich	04/04/2013 03:49 PM

Form Started By: Patrick Brama Started On: 04/01/2013 11:35 AM

Final Approval Date: 04/04/2013

CITY OF RAMSEY

MUNICIPAL CENTER FACILITY USE & RENTAL POLICY

A. BACKGROUND:

The City of Ramsey owns and operates the Ramsey Municipal Center. The Municipal Center is located at 7550 Sunwood Dr. NW: Ramsey, MN 55303. The Municipal Center contains five (5) conference rooms available for use by the public or outside organizations.

Available rooms include: Alexander Ramsey, Lake Itasca, Mississippi River, Rum River and Trott Brook.

B. PURPOSE:

This policy establishes rules, regulations, definitions and a fee schedule that shall guide the use of available conference rooms located within the Ramsey Municipal Center.

C. ELIGIBLE USERS:

Eligible users are broken down into 4 groups (a) non-profit organizations, (b) for-profit organizations, (c) general public and, (d) Business networking groups.

a. **Non-profit** organizations are charitable, governmental, or tax-exempt organizations that are formed for the purpose of fulfilling a mission to improve the common good of society rather than to acquire and distribute profits. Examples of non-profit and governmental organizations include (but are not limited to): youth organizations, 4-H, Lions Clubs, Rotary Clubs, beyond the yellow ribbon, religious institutions, government institutions, educational institutions, senior citizen clubs, etc. Proof of non-profit status is required.

   Free community seminars on products or services a business sells shall not constitute non-profit status for renting rooms in the Ramsey Municipal Center. For example, free insurance educational training from an insurance firm. These types of businesses shall be considered for-profit.

   Home owners associations (HOA) are considered general public—resident. They are not considered a non-profit organization.

b. **For-profit** organization. These organizations include attaining a profit as part of their mission. Ramsey businesses shall receive lower room rates than non-Ramsey businesses. Said businesses must have completed their Business Registration Certificate (BRC) with the City of Ramsey for the current year to be eligible. All businesses shall be registered with the Minnesota State Department.

   For-profit organizations can have a nonprofit meeting; and therefore would not have to pay for-profit fees. Examples of these meetings include a for-profit organization sponsoring a blood drive, a food donation event, cancer fundraiser, etc.

c. **Business networking groups** hold meetings with the intent of developing and attaining business leads to increase their market presence. The business applying for a room must be a Ramsey Business. Said businesses must have completed their Business Registration Certificate (BRC) with the City of Ramsey for the current year to be eligible. All businesses shall be registered with the Minnesota State Department.

   At least half of all participating businesses must be Ramsey businesses. A minimum of four (4) businesses must be present to constitute a business networking meeting.

d. **General public** is anyone who does not fall under the non-profit, for-profit and business networking groups. Home owners associations (HOA) are considered general public—resident.

   In cases where it is not clear whether a group or organization merits a certain status, the City of Ramsey personnel shall make a determination. Proof of non-profit status, business registration, driver's license and/or additional information may be requested to assist in this determination.

The physical sale or transaction of goods or services is not allowed within the Municipal Center for any user.

D. APPLICATION:

Applications for nonprofit, for-profit organizations, general public and business networking groups must be filled out and submitted a minimum of (5) five 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.

The permit to utilize a room within the Municipal Center is valid only for the date, time and person specified in an approved application.

E. AVAILABLE ROOMS:

The following facilities may be available for rent:
(Maximum capacity in parenthesis)

Alexander Ramsey Room (100)
Lake Itasca Room (55)
Mississippi River Room (10)
Rum River Room (10)
Trott Brook Room (10)

F. 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 said reservation. All remaining reservations will be first come first serve with a completed application.

RAMSEY MUNICIPAL CENTER CONFERENCE ROOM RENTAL RATES (dollars)						
	Non Profit	For Profit		Business Networking Groups	General Public	
		Resident	Non Resident		Resident/ HOA	Non Resident
STANDARD ROOM FEES						
Alexander Ramsey Room	-	100	125	-	50	125
Lake Itasca Room	-	60	100	-	30	100
Trott Brook, Rum River, Miss.	-	30	75	-	15	75
MINIMUM MAINTENANCE FEE						
Alexander Ramsey Room	5	-	-	20	-	-
Lake Itasca	5	-	-	15	-	-
Trott Brook, Rum River, Miss.	5	-	-	10	-	-
ADDITIONAL FEES						
Audio Visual Fee (as requested)	5	15	15	15	10	15
After Hours/Weekend Hourly Rate	54	54	54	54	54	54
Deposit (every user, every room)	100	100	100	100	100	100

G. <u>FEES AND DEPOSITS</u>:
(See table on next page)

In order to meet the coordination, facilitation, and maintenance costs which result from continued use of the Municipal Center the above fee schedule has been developed.

<u>After-hour/weekend hourly rate</u>
The after hour fee is charged only when the Municipal center is rented out after regular hours. Regular hours are Monday-Thursday: 7:00 a.m.-9:30 p.m. and Friday: 7:00 a.m.-4:30 p.m.

<u>Audio/visual equipment use fee</u>
A staff member must be present whenever City owned audio and visual equipment is unlocked. Projection screens are provided in most conference rooms at no cost to the user. Two (2) days' notice must be given prior to the event for use of City owned audio and visual equipment.

<u>$3.00/pot/Coffee Service</u>
Coffee service available in the Alexander Ramsey Room and Lake Itasca Room. The fee for use is set annually by City Council resolution. Coffee must be purchased from the City for use in the coffee service.

Outside percolators, coffee pots, or similar equipment may not be brought in for use in the Alexander Ramsey Room or Lake Itasca Room. No storage of equipment is allowed in the Alexander Ramsey Room or Lake Itasca Room kitchen by outside groups.

<u>Deposit</u>
Deposit will be returned upon satisfactory inspection after the event.

Refundable damage deposit fees will be charged to all groups using the facilities. Damage deposit payments are not held, they are deposited and a check from the City is issued at the time of the refund. This deposit will be returned upon satisfactory inspection after the event.

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, 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.

H. HOURS AND DAYS OF USE:

The Ramsey Municipal Center is available for use by the public Monday-Thursday and Friday during City office hours only. The Ramsey Municipal Center is available for use during the following times:

Monday-Thursday: 7:00 a.m.-9:30 p.m.
Friday: 7:00 a.m.-4:30 p.m.

Conference rooms are not available when the Municipal Center is closed in observance of the following holidays:

New Year's Day, Martin Luther King, Jr., President's Day, Memorial Day, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day, (and the day after Thanksgiving Day), Christmas Eve and Christmas Day.

An hourly fee will be charged to groups using the facility after hours and weekends or beyond the allotted times listed above. After hour and weekend use will be approved at the discretion of the Building Maintenance Supervisor; and must be approved in advance of fourteen (14) days prior to event. For more information please contact the Building Maintenance Supervisor.

I. CANCELLATION:

There will be no refunds due to inclement weather. However, full refunds will be available for cancellations made at least two working days (Mon–Fri) prior to the scheduled event. No refunds will be issued if cancellation is not made at least two working days prior to the event.

J. CLEAN-UP AFTER USE

General clean-up of the facility is the responsibility of the applicant. If any item such as confetti is thrown in a conference room, your group is responsible for cleaning up said material. All trash and recycling should be thrown away in the correct bins.

Additionally, if a conference room is not cleaned up, the cost the City incurs will be assessed to applicant from their deposit.

K. USE OF FURNITURE AND EQUIPMENT:

Chairs and tables may be moved within the room in which they are located, but not moved from room to room. Conference tables **must not be moved**, with the exception of the tables in the Alexander Ramsey Room. Please do not lock the tables in place. 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.)

L. FOOD AND BEVERAGES:

Food and beverages may only be served and/or consumed in the Alexander Ramsey Room and the Lake Itasca Room. Food and beverages may not be consumed in the remaining Municipal Center Conference Rooms. (Mississippi River Room, Rum River Room, and Trott Brook Room).

Coffee service is available in the Alexander Ramsey Room and Lake Itasca Room. The fee for use is set annually by City Council resolution. Coffee must be purchased from the City for use in the coffee service. Outside percolators, coffee pots, or similar equipment may not be brought in for use in the Alexander Ramsey Room or Lake Itasca Room. No storage of equipment is allowed in the Alexander Ramsey Room or Lake Itasca Room kitchen by outside groups.

M. CHILDREN:

Children need to be supervised at all times by an adult and never left alone outside of conference rooms. Children need to be inside conference rooms with applicant. No one should be able to hear your meeting in the hallways.

N. ARTS AND CRAFTS:

No glue or hot glue guns are allowed in Municipal Center conference rooms.

O. POSTERS:

You may hang posters around the Municipal Center the day of the event for directional purposes. This must be coordinated with the building maintenance supervisor and blue painters tape must be used.

P. SMOKING:

All municipal facilities are public buildings and are smoke free. Smoking is not permitted in any City facility or on the Municipal Center Campus or Municipal Parking Facility.

Q. PETS AND ANIMALS:

No pets or animals are allowed into the Municipal Center or conference rooms. Animals will only be allowed if needed for a health reason.

R. STORAGE:

The Municipal Center is not to be used for storage of equipment or supplies. Items, equipment and supplies must be removed after each meeting.

S. ALCOHOL OR CONTROLLED SUBSTANCES:

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 please contact our City Clerk.

T. FIREARMS:

All firearms need to be pre-approved with this permit before they will be allowed on the premises. For more information please contact the Police Department.

U. SEVERE WEATHER/EMERGENCY:

In the event of an emergency and severe weather, building maintenance staff has the authority to suspend all activity within the facility and evacuate all individuals to the nearest emergency shelter. Police Department Locker Rooms shall serve as the Emergency Shelter for the Municipal Center.

V. 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 Center. For more information please contact the Fire Marshall.

W. LIABILITY FOR DAMAGE:

Users of conference rooms 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.

X. SPECIAL EVENTS PERMITS:

Please note that a special event 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 a special event permit must appear before the City Council. For more information please contact our 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, amended February 26, 2013.

CC Regular Session **4. 9.**

Meeting Date: 04/09/2013

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

Information

Title:

Report from Public Works Committee meeting dated March 19, 2013.
1. Nominate Chair and Vice-Chair for the PW Committee: *Ratify the recommendation of the PW Committee and approve Councilmember Backous as Chair and Councilmember Kuzma as Vice-Chair.*
2. Consider Interim Trail in the Right-of-Way of US Highways 10 and 169: *Ratify the recommendation of the PW Committee and address the request for a temporary trail within the right-of-way of Highways 10 and 169 between Bowers Drive and Llama Street by altering driveway/ditch approaches, etc. such that a trail may be mowed by the City a few times a year at minimal expense and direct staff to investigate the permanent grant funded bituminous trail for construction in 2013 with reimbursement of Federal monies at some point in 2015.*
3. Review Automated Vehicle Locater (AVL) System and Consider Purchase: *Ratify the recommendation of the PW Committee and approve staff to purchase* the Precise MRM system and installation in all large plow equipment and sidewalk cleaning machine.

Background:

The Public Works Committee held its regular meeting on March 19, 2013 and discussed the following three cases.

5.01: Nominate Chair and Vice-Chair for the Public Works Committee

Motion to recommend to City Council to approve Randy Backous as Public Works Committee Chair and approve Mark Kuzma as Public Works Committee Vice Chair.

5.02: Consider Interim Trail in the Right-of-Way of US Highways 10 and 169

Staff reviewed six options detailed in the staff report. Staff's recommendation is Option 2, alter driveway/ditch approached etc. such that a trail may be mowed by the City a few times a year at minimal expense.

Motion to recommend that the City Council address the request for a temporary trail within the right-of-way of Highways 10 and 169 between Bowers Drive and Llama Street by altering driveway/ditch approaches, etc. such that a trail may be mowed by the City a few times a year at minimal expense and direct staff to investigate the permanent grant funded bituminous trail for construction in 2013 with reimbursement of Federal monies at some point in 2015.

5.03: Review Automated Vehicle Locator (AVL) System and Consider Purchase

Public Works Superintendent Riemer reviewed the staff report and pros and cons for each alternative. He explained that the AVL System will allow staff to determine how much salt is put down, will reduce truck idle time/gasoline costs, track vehicle maintenance, and track route management as streets are plowed so if asked, staff can indicate the percentage of streets that have been plowed.

Staff explained the software data is kept on PreCise servers. He presented the costs of $4,995.50 for the Precise MRM System hardware and $4,025.91 for total annual costs for PreCise MRM software/data. If approved, the equipment would be relocated from plow trucks in the winter months to mowers in the summer months.

Motion to recommend to City Council that staff purchase the Precise MRM system and installation in all large plow equipment and sidewalk cleaning machine.

6. COMMITTEE / STAFF INPUT

6.01: Update on Turf Restoration at 7046 166th Avenue (Mack and Shayle Dominquez)

Public Works Superintendent Riemer reviewed the staff report and indicated he sent them a letter reminding that the City would be out in the spring to re-mulch existing soil, remove debris, top dress with four inches of suitable black dirt, and re-seed.

No action taken, for informational purposes only.

Recommendation:
Staff recommends ratifying the recommendation of the Public Works Committee.

Council Action:
Motion to ratify the recommendation of the Public Works Committee.

Attachments

Agenda

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	04/02/2013 10:15 AM
Kurt Ulrich	Kurt Ulrich	04/04/2013 03:38 PM

Form Started By: MaryJo Warner Started On: 03/27/2013 09:24 AM

Final Approval Date: 04/04/2013

City of Ramsey
Agenda
Public Works Committee
Tuesday March 19, 2013
5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

1. **Call to Order**

2. **Citizen Input**

3. **Approve Agenda**

4. **Approve Minutes**

1. Approve November 20, 2012 meeting minutes.

5. **Committee Business**

1. Nominate Chair and Vice-Chair for the Public Works Committee.

2. Consider Interim Trail in the ROW of U.S. Hwy's #10 & #169

3. Review AVL System and Consider Purchase

6. **Committee/Staff Input**

1. Update on Turf Restoration at 7046 166th Ave (Mack and Shayle Dominquez)

7. **Adjournment**

Public Works Committee **4. 1.**

Meeting Date: 03/19/2013

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

Title:

Approve November 20, 2012 meeting minutes.

Background:

The Public Works Committee held its regular meeting on November 20, 2012.

Notification:

Observations/Alternatives:

Funding Source:

n/a

Staff Recommendation:

Action:

Motion to approve Public Works Committee meeting minutes dated November 20, 2012.

Attachments

Minutes 11.20.12

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	03/11/2013 04:21 PM
Kurt Ulrich	Kurt Ulrich	03/14/2013 11:53 AM

Form Started By: MaryJo Warner Started On: 02/04/2013 10:02 AM

Final Approval Date: 03/14/2013

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, November 20, 2012 at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Backous
Councilmember David Elvig
Councilmember Colin McGlone

Also Present: City Administrator Kurtis Ulrich
Parks and Assistant Public Works Superintendent Mark Riverblood
Civil Engineer II Leonard Linton
Development Services Manager Timothy Gladhill
Utilities Supervisor John Nelson
Interim Engineer Ron Wagner
Interim Engineer Shane Nelson
Mayor Bob Ramsey
Councilmember Sarah Strommen
Councilmember Jeff Wise
Development Manager Darren Lazan
Councilmember-Elect Mark Kuzma
Councilmember-Elect Chris Riley

1. CALL TO ORDER

Chairperson Backous called the regular meeting of the Public Works Committee to order at 5:30 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Elvig, seconded by Councilmember McGlone, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig, and McGlone. Voting No: None.

4. APPROVE MINUTES

Motion by Councilmember Elvig, seconded by Councilmember McGlone, to approve the minutes from the July 17, 2012 and October 16, 2012, Public Works Meetings.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig, and McGlone. Voting No: None.

5. COMMITTEE BUSINESS

5.01: Well #4 Motor and Pump Repair

Utilities Supervisor Nelson reviewed the staff report and explained the need to rebuild the Well #4 pump and motor and replace the 130-foot drop pipe including the leaking check valve. He presented the quotes received and indicated funding would be through the #9601 Water Enterprise Fund.

Chairperson Backous asked about the workload of all eight pumps and the replacement plan.

Utilities Supervisor Nelson explained that some wells are used more than others and the City tries to not use the two larger pumps during the winter months since the smaller pumps use less electricity. He advised that Well #5 is the next one scheduled for replacement in several years.

Chairperson Backous asked if other quotes were obtained.

Utilities Supervisor Nelson stated they were not because it was a unique situation where you have to pull the motor out of the ground to determine if something is wrong with it.

Chairperson Backous asked if the costs are reasonable.

Utilities Supervisor Nelson stated most of the City's wells were constructed by E.H. Renner, a fair company to work with. He indicated there are only three companies in the United States that will fix a Hitachi motor and E.H. Renner said Submersible Motor Engineering USA is one of the most reasonable and they have had the best luck with them.

Councilmember McGlone advocated for creating a pool of qualified companies for well repair so the City does not find itself in special situations. He noted the City could bid out the work with a three-year contract and during that time if something needs to be fixed, the City would already have the price list. He stated he hopes the Council considers that in the New Year.

Councilmember Elvig asked about the warranty on the E.H. Renner work.

Utilities Supervisor Nelson stated the wear rings and impellors are new and portions of the pump will need to be machined. He indicated he will get the information on their warranty, thinking it is 12 months.

Councilmember Elvig noted there are electrolysis and sand issues with this 20+ year old well and he would like to know if there are other options with new technology.

Utilities Supervisor Nelson stated in 2013 he will bring forward a case to addresses that option. He described the equipment and motor controls and that a soft start drive will be used to softly start the motor and then ramp it up to 1,400 gallons a minute. Utilities Supervisor Nelson stated he would like Wells #3 and #4 to have a variable frequency drive to slow down the frequency of the motor to pump 850 gallons per minute without using so much electricity. He explained that when Well #4 comes on, it draws up 1,400 gallons a minute, which stirs up sand. E.H. Renner has said if the motor starts slower at 850 gallons a minute, it will not stir up the sand and the motor can then be ramped up to get 1,000 to 1,400 gallons per minute without the sand problem.

Councilmember Elvig stated the electrolysis is accelerated when pulling sand so he would rather do it the right way now instead of waiting until the 12 months for warranty runs out.

Utilities Supervisor Nelson stated the well was televised when it was new and after they pulled the pump. One spot was found where sand was coming into the well. However, the well is only one foot more shallow today than it was in 1998, which is excellent. He advised that all new municipal wells have variable frequency drives and also receives a discount on the electric bill.

Motion by Councilmember Elvig, seconded by Councilmember McGlone, to recommend that the City Council award the written quote of E.H. Renner in the amount of $18,843.00 for all parts and labor necessary to repair the pump bowls, replace all drop pipe, check valve including installation and start up assistance, and the written quote of Submersible Motor Engineering USA in the amount of $10,983.00 for all parts and labor to make all necessary repairs to the 150 HP Hitachi 12-inch pump motor including testing and a 12-month warranty.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig, and McGlone. Voting No: None.

Councilmember Elvig stated he would like staff to get quotes on new technology for this well.

Interim Engineer Nelson stated he will bring that information back in January of 2013.

5.02: Consider Proposal – Highway 47 and CSAH 116 Intersection Study

Interim Engineer Nelson reviewed the staff report and recommendation to accept the proposal of WSB in the amount of $24,082 for the Highway 47 and CSAH 116 intersection study plus an additional $3,840 for traffic counts contingent upon the City of Anoka agreeing to pay one-half of the costs.

Councilmember McGlone indicated he would like the State to take the lead role and the City not spend $27,800 for a study. He felt the City had not done any due diligence to prod the State to take this over and he was dissatisfied with WSB's work in this project so he would not recommend giving them an un-bid project based on qualifications.

Chairperson Backous asked why it was not bid.

Interim Engineer Nelson stated there had been discussions with his predecessor and it had been agreed by all parties that WSB would be a good fit because it was in the City's consulting pool and an Anoka County preferred engineering firm. He noted that whatever the study yields, Anoka County will have to buy into it.

Chairperson Backous stated he understands the concern that the State should be more involved and maybe this study will make that happen. He indicated he was surprised the City of Anoka will pay one-half of the bill. Because Anoka is willing to participate, he thinks it would be money well spent, and as soon as possible because it is a priority.

Councilmember McGlone noted this is a State and County highway and asked why Ramsey is thinking about stepping in to spend its money on the preferred contractor of Anoka County. He stated he would prefer a process where the State comes to the table, admits there are problems, and becomes part of paying the $27,800.

Chairperson Backous asked if credit would be given for the cost of this traffic study towards a future project.

Interim Engineer Nelson stated it is not likely.

Chairperson Backous noted the City may have to wait a long time before the State gets involved and this study will document the issues.

Councilmember Elvig stated this issue is on the State's radar and they have done studies as well as the City. He asked how recent the study has to be to get credit for it. Councilmember Elvig stated demographics have changed that may show something more but he did not think the State would become the lead agency until they hear a few municipalities cry out and having Anoka County join in crying out is a help. Councilmember Elvig stated he thinks the State will cut some red tape to move things along faster than usual. He indicated he also does not like spending the City's money but appreciates only having to spend one-half the cost. Councilmember Elvig stated the City needs to stay diligent on this project.

Mayor Ramsey reviewed that this project started because of the access issues and that is why it is at this point. Now staff has decided this is how to proceed. Mayor Ramsey clarified the City's issue was getting access to SuperAmerica and asked if that is part of the study.

Interim Engineer Nelson stated it is included in the study but Anoka County cautioned there may be a lot of red tape in trying to open that median because a grant was awarded to reduce traffic accidents by limiting access. Those are factors that Anoka County cannot commit in how it would affect the study but it may come up in the future. Interim Engineer Nelson stated it can be expected that in order to allow a three-quarters access into SuperAmerica and the shopping complex, a left turn lane will have to be added to northbound TH 47 so traffic does not back up past that access during peak hours. He indicated the traffic study will prove what the lane

configuration has to be to allow median cuts and more direct business access. Once that is known, there will be a much larger cost issue to look at in how to construct it.

Mayor Ramsey stated this entire project was predicated on that median cut and that is why the City got involved. If that is not included in this project, it is "food for thought."

Councilmember McGlone stated when the Council took the last vote on a road project with a median he had said that the only way he would approve it was on condition of starting a process with staff working backward to the County, through Mn/DOT, to the federal level to change the rules on the money received in grants. He stated he does not believe the City will get the curb cut that predicated the whole thing because the rules are screwed up so this study is a waste of time and money. He preferred to have staff work this from the Legislative angle because once the rules are changed on the money, curb cuts will be easier to do.

Chairperson Backous stated whether or not the curb cut happens, it will not be ruled out for the future. He pointed out that other improvements are included in this study that merit moving forward. He noted two left hand turn lanes are needed for taking kids to school and another northbound lane would be great.

Councilmember McGlone agreed there is no argument that other improvements are needed on this State road that intersections with a County road but this proposal studies something that everyone knows Ramsey will not get.

Chairperson Backous indicated all know that Anoka County will not provide that cut and jeopardize the grant dollars it has in hand. He stated that piece of the study could be removed.

Interim Engineer Nelson explained the study will show what the lane configuration has to be to allow the curb cut. That information can be used to convince Anoka County and elected officials that it works but the policy does not allow it. He felt Anoka County would say that if this median is opened, they will have additional requests.

Councilmember McGlone felt in the future it would be worthwhile to invite the Anoka County Public Works Committee and Mn/DOT staff to hear this conversation.

Chairperson Backous stated the Council could also show up at their meetings.

Interim Engineer Nelson advised that Anoka County and Mn/DOT staff were involved in two meetings before this proposal was prepared.

Chairperson Backous asked about the funding source.

Interim Engineer Nelson stated it is from the EDA and the Administrative Professional Services account.

City Administrator Ulrich noted this matter has not yet gone before the EDA so if it is recommended for approval, it will be presented to the EDA prior to Council consideration.

Councilmember-Elect and EDA Chair Riley advised this has been on the EDA's radar because it has a direct impact on businesses. The EDA has discussed this issue but not the funding. He noted that one by one, accesses are being removed from businesses.

Chairperson Backous stated if this cut is not made then it takes the EDA out of it.

Councilmember Elvig noted this is looking at improving TH 47 and 116 and he supports moving ahead and to "shake a stick" at Anoka County. He stated if there is an impact based on the speed limit, then he would like to look at that option. Councilmember Elvig stated this study will bring forward that information and staff has indicated this is the approach that should be taken to move to the next layer.

Councilmember McGlone pointed out the City has already heard from the two agencies that own the roadway that they are not interested in participating in this study so he does not want to waste the City's the money.

Motion by Councilmember Elvig, seconded by Chairperson Backous, to recommend that the City Council accept the proposal of WSB in the amount of $24,082 for the Highway 47 and CSAH 116 intersection study plus an additional $3,840 for traffic counts contingent upon the City of Anoka agreeing to pay one-half of the costs and EDA approval of funding.

Further discussion: Chairperson Backous stated he does not like to consider a motion prior to EDA consideration and prefers that the motion be contingent upon that consideration. Interim Engineer Nelson stated it is proposed to complete the study in a three-month time frame and it is better to do traffic counts when there is not inclement weather. Mayor Ramsey cautioned the Council that if this cut is approved, then the one at 142nd will go away with this study. Chairperson Backous noted the study will not automatically close 142nd, the last life-blood of those businesses. Mayor Ramsey stated it has been discussed before. Interim Engineer Nelson stated the WSB study does not include an accident study but accident repots will be compiled from the Ramsey Police Department and Anoka County Sheriff's Department. Councilmember Wise stated if doing a study that is based on safety, and if that is not included, what is being studied. Interim Engineer Nelson stated the study is of stacking distance. Chairperson Backous asked if there is ramification to delaying this study until springtime so the City can work with Anoka County during the interim. Parks and Assistant Public Works Superintendent Riverblood stated the City would want the high school to be in session. Chairperson Backous asked about putting together a plan to meet with the State and Mn/DOT. He stated he is leery about not supporting the motion and losing momentum but he does agree with Councilmember McGlone. Councilmember McGlone reviewed the City's success in obtaining design build authority for a bridge project and indicated he thinks there is nothing different with this consideration. He found this to be a legislative issue and the City needs to get the Legislators to agree. Chairperson Backous stated it definitely goes to Mn/DOT but maybe not the Legislators. Councilmember Elvig stated the City has been talking about this project for two years or more and now staff has prepped this report. He doubted there was a way to get something started by asking the Legislature to spend its money and even if the cuts are not approved, the serious problems that exist need to be addressed.

Motion carried. Voting Yes: Chairperson Backous and Councilmember Elvig. Voting No: Councilmember McGlone.

5.03: Discuss 2013 Capital Improvement Street Projects

Interim Engineer Nelson reviewed the staff report, schedule of 2013 street projects, and funding options.

Councilmember McGlone asked about the likelihood of the Mississippi River Trail being built in Ramsey or if the grant money for that project can wait.

Parks and Assistant Public Works Superintendent Riverblood stated staff is working through those questions with the City of Anoka and finding the same budgetary problems. He explained the federal processes are costly and complicated and staff is facing engineering costs that had not been projected and engineering work that cannot be handled in-house. In terms of the $380,000 grant shared between Ramsey and Anoka, it is for a 2013 project and he does not know if they can get an extension. Parks and Assistant Public Works Superintendent Riverblood indicated staff has looked into this question in great detail and determined there are implications that are not favorable for the quality of the Mississippi River trail along Riverdale Drive if the project is not shrunk. He reviewed potential options for separated trail and pavement marking but noted that is not what the City said it would do. In addition, there are improvements to Riverdale Park that adds value to the grant.

Councilmember McGlone asked whether the trail can be installed and road project done afterwards.

Parks and Assistant Public Works Superintendent Riverblood stated that is one of the original problems, to have adequate boulevards for snow storage. He noted if it is on the south side, it impacts seven residential homes. If the road is shrunk, it would move the road away from the homes and that may be a good thing for the residents. Parks and Assistant Public Works Superintendent Riverblood stated if the City does the trail or a wide sidewalk on the south side, it may get separated and maintain snow storage.

Councilmember McGlone asked if there is ability to build the trail with the funds received. He also asked if there is enough room to build at its width at the back of the curb irrespective of the road project. He felt the City could get the boulevard later when the road project happens.

City Administrator Ulrich advised there is a need to value engineer the project to get the best value. He stated the issues include whether to tear up a road with an estimated ten years of life to construct a $1.3 million project for a $380,000 grant. He indicated the City will need to determine what makes the most sense, solutions to lower the cost, and to leverage the grant.

Chairperson Backous noted this will be discussed with the City Council and the purpose tonight is to provide information.

Interim Engineer Nelson stated that is correct and requested concurrence whether this is the right tract to deliver the projects next year.

The Committee agreed that is the case.

Interim Engineer Nelson stated Zeolite was scheduled this year and will remain until development is adjacent even though that project is within the 2013 CIP.

The Committee expressed no objection.

Councilmember Elvig noted Garnet Street has been put off for years and he felt those residents are owed an answer about what the City will do with road funding.

6. COMMITTEE / STAFF INPUT

City Administrator Ulrich reported the City has received news that the Federal Highway Administration approved the environmental document for the Armstrong Boulevard interchange. It is planned to hold an open house the second week of January for the public.

7. ADJOURNMENT

Motion by Councilmember Elvig, seconded by Councilmember McGlone to adjourn the Public Works meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:36 p.m.

Respectfully submitted,

_____

Grant Riemer
Public Works Superintendent

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

Public Works Committee **5. 1.**

Meeting Date: 03/19/2013

Submitted For: Grant Riemer By: MaryJo Warner, Engineering/Public Works

Title:

Nominate Chair and Vice-Chair for the Public Works Committee.

Background:

Annually, the Public Works Committee nominates a Chair and Vice-Chair for their meetings.

Notification:

Observations/Alternatives:

Funding Source:

n/a

Staff Recommendation:

Action:

Motion to nominate_____ as Chair and_____ as Vice-Chair of the Public Works Committee.

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	03/11/2013 04:05 PM
Kurt Ulrich	Kurt Ulrich	03/14/2013 11:44 AM

Form Started By: MaryJo Warner Started On: 01/22/2013 10:32 AM

Final Approval Date: 03/14/2013

Public Works Committee **5. 2.**

Meeting Date: 03/19/2013

By: Mark Riverblood, Engineering/Public Works

Title:

Consider Interim Trail in the ROW of U.S. Hwy's #10 & #169

Background:

In 2011 MnDot issued a letter to the City of Ramsey to allow for an application for Transportation Enhancement funds for the Mississippi River Trail between the Mississippi West Regional Park and city limits, west of the Wayside Rest - some of it within the Right of Way (ROW) of U.S. Hwy's #10 & #169. As the Committee may be aware, that Federal funding request was granted, and the 1.12 million dollar project is approved for construction in 2015 (or before under 'advance construction' authorization).

Perhaps as testament for the need for this trail, at the first City Council meeting of this year, a resident came forward requesting that the city construct an interim walking path within MnDOT's ROW between Bowers' Drive and Llama Street. The issue is that the 1+ mile Bowers' Drive with residential homes along much of both sides, is essentially 'landlocked' and disconnected from both trails and parks, and thus residents are dependent upon autos to recreate or reach destinations outside of their neighborhood.

Upon hearing the aforementioned resident discribe peddling on the highway with his children to reach the COR and parks and trails, Council acknowledged his request to investigate a 'rustic' trail and thus the purpose of this case.

Notification:

Observations/Alternatives:

In anticipation that the Committee may recommend to City Council that Staff proceed in some manner with the temporary trail, Staff intiated contact with MnDOT to receive concurrence that it is permissible to mow and/or maintain an 'interim' trail within the ROW between these two city streets mentioned above – pending the bituminous trail in a subsequent year. As of this case preparation Staff has not heard back from MnDOT, but anticipates that there would not be significant concerns or objections.

The trail as proposed would be held as far away as possible from the pavement in the south part of the ROW, and its alignment is shown in the attached exhibit, together with the 2011 letter from MnDOT permitting a bituminous trail in this same location.

The Committee would appear to be presented with six options which are summarized as follows:

1. Do nothing at this time to create a interim trail.
2. Alter driveway/ditch approaches etc. such that a trail may be mowed by the **City** a few times a year at minimal expense.
3. Alter driveway/ditch approaches etc. such that a trail may be mowed by **volunteers** a few times a year at their mowing expense.
4. Alter driveway/ditch profiles as may be necessary and apply a thin 'veneer' of recycled bituminous base that the City has in its stockpiles for said trail.
5. Do any *one* of the above, *and* investigate the 'permanent', grant funded bituminous trail for construction in 2014 (with reimbursement of Federal monies at some point in 2015).
6. 'Act' on item #1 (by 'doing nothing'), do none of options #2 - #5, yet investigate the 'permanent', grant funded bituminous trail for construction in 2014 (with reimbursement in 2015).

Funding Source:

Option #1 has no cost. Options #2 - #5 would be funded via parks and public works operational budgets for equipment and staff time (recycled base if used is already in the city's possession). Option #6 would have no cost implications aside from staff salary that is already provided for.

Staff Recommendation:

Staff recommends 'Option #5', with part #2 if the Committee and Staff believe the interim trail's use will be only occasional.

- or -

'Option #5' with part #4 if the Committee and Staff believe the interim trail's use would be more regular (and especially if the 'permanent' trail is more likely to be constructed in 2015 versus 2014).

Action:

Motion to recommend to City Council option(s) _____ for addressing the request for a temporary trail within the ROW of Highway's #10 & #169 between Bowers' Drive and Llama Street.

Attachments

MnDOT Authorization and Exhibit

TE Award letter

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	03/11/2013 04:17 PM
Kurt Ulrich	Kurt Ulrich	03/14/2013 11:50 AM

Form Started By: Mark Riverblood Started On: 01/30/2013 09:31 AM

Final Approval Date: 03/14/2013

Minnesota Department of Transportation

Metropolitan District
Waters Edge
1500 West County Road B-2
Roseville, MN 55113-3174

June 23, 2011

Mark Riverblood
Parks Supervisor
City of Ramsey
7550 Sinwood Drive
Ramsey, MN 55303

Re: Mississippi River National and Regional Greenway Project in the City of Ramsey

Dear Mr. Riverblood:

Thank you for your letter dated May 4, 2011 requesting Mn/DOT support for the federal application for the continuation of the Mississippi River National and Regional Trail within the City of Ramsey.

We understand that the proposed project will have some impact to the Mn/DOT roadway system in the area of TH 10. Mn/DOT is aware that a portion of the project is proposed to run parallel to TH 10. Please note that Mn/DOT does not commit to operate and maintain the pedestrian facility and expects that the city would assume this responsibility for the useful life of the improvement.

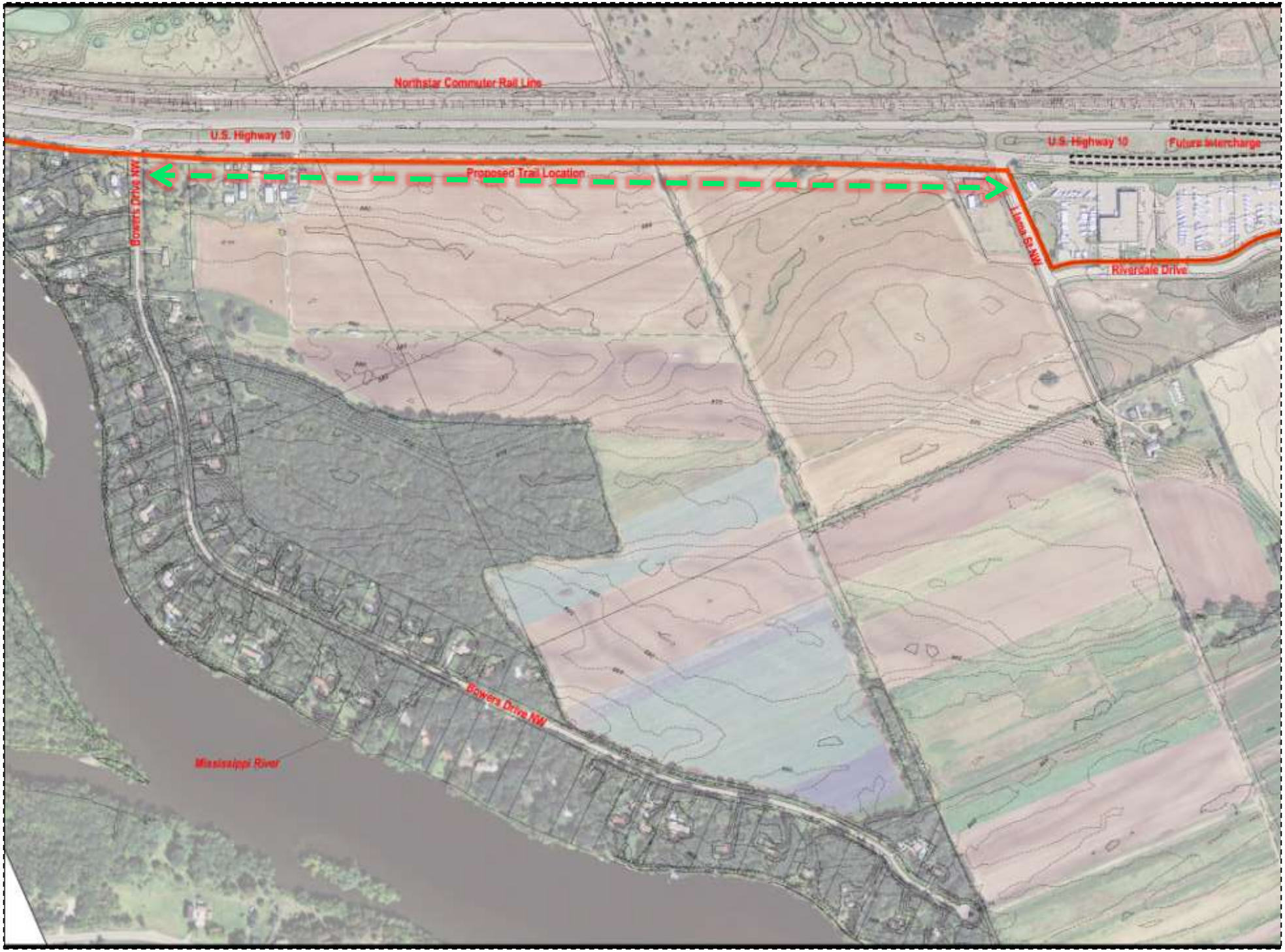
After review of the project materials and our knowledge of the project area, we find that the proposed project is consistent with the Mn/DOT Metro District Highway Investment Plan.

Mn/DOT supports this proposed project for Federal funding, but our support of this project does not constitute financial commitment to share in the cost of the project. Please continue to work with Wayne Norris, North Area Manager, as you continue to develop this project.

Sincerely,

Scott McBride, P.E.
Metro District Engineer

C: Wayne Norris, North Area Manager
Pat Bursaw, Metro Program Management


Northstar Commuter Rail Line
U.S. Highway 10
U.S. Highway 10
Future Interchange
Proposed Trail Location
Bowers Drive NW
Hanson Blvd NW
Riverdale Drive
Bowers Drive NW
Mississippi River

Transportation Advisory Board

of the Metropolitan Council of the Twin Cities

Bill Hargis
Chair

County Commissioners
Andy Westerberg
Anoka County

Randy Maluchnik
Carver County

Paul Krause
Dakota County

Jan Callison
Hennepin County

Tony Bennett
Ramsey County

Jon Ulrich
Scott County

Dennis Hegberg
Washington County

Municipal Officials
Dick Swanson
Blaine City Council

Bethany Tjornhom
Chanhassen City Council

Julia Whalen
Champlin City Council

James Hovland
Mayor of Edina

Becky Petryk
Hugo City Council

Will Rossbach
Mayor of Maplewood

Robert Lilligren
Minneapolis City Council

Steven Gallagher
Newport City Council

Sue Sanger
St. Louis Park City Council

Russ Stark
St. Paul City Council

Citizen Members - Precinct
Gerry Butcher - A
Thomas Heffelfinger - B
Jennifer Janovy - C
Kenya McKnight - D
Ashraf Siddiqui - E
Bill Hargis - F
Margaret Donahoe - G
Karl Drotning - H

Agency Representatives
Adam Duininck
Metropolitan Council

Scott McBride
Minnesota DOT

Lisa Peilen
M.A.C.

David Thornton
M.P.C.A.

Modal Representatives
Aaron Isaacs
Transit

David Van Hattum
Transit

Ron Have
Freight

Ethan Fawley
Non-motorized

August 22, 2012

Mark Riverblood
Parks Supervisor
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

Mr. Riverblood: Mark

Thank you for submitting transportation project proposals in the 2011 regional solicitation process. A total of 134 applications in the Surface Transportation Program-Urban Guarantee, Congestion Mitigation Air Quality Program, the Transportation Enhancement Program and the Bridge Improvement Replacement program met the qualifying criteria. Teams of transportation professionals from around the region scored the responses to the weighted criteria and ranked the projects by their total score. The Technical Advisory Committee (TAC) developed two funding options from the ranked project lists and forwarded them to the Transportation Advisory Board (TAB) for consideration.

On Wednesday, June 20, the TAB completed its review and discussion of the funding options. The regional solicitation is a very competitive process and the TAB awarded funds to 58 projects. The TAB is pleased to inform you that the city of Ramsey has been awarded Transportation Enhancement funds for the Ramsey section of the Mississippi River Trail.

A complete list of all the projects selected to receive federal funds in these four categories can be found on the Metropolitan Council's website at:
http://www.metrocouncil.org/planning/transportation/regsolicit.htm

The selected projects will be programmed in the region's 2013-2016 Transportation Improvement Program (TIP) and the State TIP through an amendment that will be prepared later this year. The recently-passed federal transportation funding Act, MAP-21, combines many federal programs and changes the amount of funds available to the TAB in the solicitation process. The impacts of MAP-21 are not fully understood yet and the TIP amendment process will begin after the impacts to the current program of projects are better understood. The TAB will make every effort to program selected projects in the years when they were requested by the project sponsor. Even though the federal funds awarded to your projects cannot be used until the amendment has been approved by the US Dept. of Transportation, the TAB has officially selected these projects and makes a commitment to include them in the TIP as long as they are still federally eligible. The TAB will notify you when we begin the amendment process and when we receive notice that the amendment has been approved. **In the meantime, you should contact the MnDOT Metro State Aid Office to arrange a meeting and begin developing your project.**

When programmed into the TIP, the federal and match amounts for construction projects will be adjusted for anticipated inflation in construction materials such as bituminous, concrete, structural steel, etc…to the program year. Projects programmed in 2015 will receive an additional 10% adjustment and projects programmed in 2016 will receive an additional 12% adjustment. The federal amount that appears in the TIP and State TIP is a fixed cost cap that will not be adjusted in future Programs.

In addition, the TAB will consider changing its sunset date policy as it applies to the projects awarded funds in the 2011 regional solicitation. If the TAB does change its sunset date policy, the Board will notify all affected project sponsors. **The TAB strongly encourages project sponsors to make every effort to get their projects ready for letting in the program year.**

If you have any questions, please contact TAB Coordinator Kevin Roggenbuck at 651-602-1728 or kevin.roggenbuck@metc.state.mn.us.

Sincerely,

for Kevin Roggenbuck
Bill Hargis, Chair

390 No. Robert Street St. Paul, Minnesota 55101 (651) 602-1728 Fax (651) 602-1739

Public Works Committee **5. 3.**

Meeting Date: 03/19/2013

By: Grant Riemer, Engineering/Public Works

Title:

Review AVL System and Consider Purchase

Background:

The use of an Automatic Vehicle Locator System (AVL) for our plow equipment was first brought up in May 2012 as a way of gathering plowing information to relay to residents, as well as tracking salt usage and other factors in our plowing operation. Public Works has been testing the Precise MRM (mobile resourse management)system in our sweeping operation, as well as one of our plow trucks starting in the fall of 2012. The system collects data from the equipment and transmits that data back to an Internet website over a cellular network. The information is always being collected, but the transmittal rate is determined by the end user. During snow storms or emergency situations you would want the information more readily available to make maintenance decisions, such as what vehicle could respond quicker or suppling route completion information to residents or council. During mowing or sweeping operations gathering data once per day would be sufficient.

Besides route information and vehicle location the software has the potential to provide other useful information that can be used in our operation. Vehicle maintenance intervals can be loaded into the program and tracked through the software, with alerts being issued once trigger points are reached. The biggest advantage of the software would be the ability to track salt usage more closely. Even a 5% reduction in salt use would pay for the capitol investment in the first year and give us information that would allow us to fine tune our application rates system wide. Effective use of salt is one way we can lower our operating expenses, as well as protect the environment. Staff will present a short power point presentation on the Precise MRM System and show some examples of data collected off our demo truck.

Notification:

Observations/Alternatives:

Alternative #1 Continue to operate PW equipment without AVL software (not recommend)

Pros: City would save the initial hardware cost of $4995.50 and the annual operating cost of $4025.91
Cons: City would lose the ability to track/ collect real time information on equipment use

Alternative #2 Install AVL software on large, main route, snow removal equipment and sidewalk clearing unit (recommend)

Pros: Would give the PW department the ability to track real time use of equipment during plowing events and collect data on location, material use, percentage of route completion and any streets that way have been missed in the plowing operation. The information collected is also useful in tort claims and citizen complaints. The AVL equipment would be transferred to vehicles used in summer maintenance activities after the snow season ended.

Cons: The initial hardware cost of $4996 and the annual operating cost of $4026, however, these costs would be recovered over time with operational savings.

Funding Source:

General Fund cost center 0312-6580
This purchase was funded in the 2013 general fund budget at $15,000.00

Staff Recommendation:

Staff recommendation is to purchase the Precise MRM system and install in all large plow equipment and sidewalk clearing machine.

Action:

Motion for Public Works Committee to accept staff recommendation and move to full council for action

or

Motion for Public Works Committee to deny staff recommendation and discuss other alternatives

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Attachments

Pricing Sheet

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/14/2013 12:01 PM

Form Started By: Grant Riemer Started On: 03/01/2013 09:56 AM

Final Approval Date: 03/14/2013

PreCise MRM hardware, annual software fees, and annual data fees

PreCise MRM Quanities	PW Snow Removal Fleet Product	Product Description	Per unit cost	TOTAL COST
4	IX403	Base unit w/cable and magnetic antenna	$675.00	$2,700.00
4	9873A001	Key upgrade for 5100 spreader controller	$75.00	$300.00
5	IX101	Base unit w/cable and magnetic antenna	$325.00	$1,625.00
4	2260007	Input harness for IX-403	$15.00	$60.00
9	2880020	Position Switch	$34.50	$310.50
9	MSS0012	NAF+Software 12 month Access Fee+SW	$129.99	$1,169.91
9	Data Plan	Data Charges (low use)	$8.00	$1,632.00
9	Data Plan	Data Charges (high use)	$20.00	$4,080.00
9	Data Plan	Data Charges (average)	$14.00	$2,856.00
Total Hardware Cost for PreCise MRM System	$4,995.50			
Total Annual Costs for PreCise MRM software/data	$4,025.91			
Start up cost	$9,021.41			

Public Works Committee **6. 1.**

Meeting Date: 03/19/2013

By: Grant Riemer, Engineering/Public Works

Title:

Update on Turf Restoration at 7046 166th Ave (Mack and Shayle Dominquez)

Background:

The residents' property was impacted by the 167th Avenue Reconstruction Project, City Project 08-27, that was constructed in 2009. The resident called City Administrator Ulrich on 7/10/12 and expressed that she was not satisfied with the restoration of her yard. Interim City Engineer Nelson returned the phone call and spoke with Mrs. Dominquez on July 11, 2012 and listened to her concerns, summarized as follows:

• Weeds in grass, feels that they are moving into the rest of her yard
• Insufficient topsoil quality
• Pieces of asphalt in yard
• Pieces of glass in yard
• Pieces of slate in yard
• Pieces of shingles in yard
• Sparse grass
• Clover instead of bluegrass (wrong mix)
• Remnants of erosion control netting

It was the consensus of the Public Works Committee at the October 15th meeting to have the PW department work with the Dominguez's' to reach a suitable resolution to the problem, which included re-mulching existing soil, remove debris, top dress with 4" of suitable black dirt and re-seeding.

Notification:

The attached letter was sent to Mack and Shayle Dominquez outlining the tentative schedule for the turf repairs.

Observations/Alternatives:

Funding Source:

General Fund - Street maintenance cost center 0311

Staff Recommendation:

Action:

Informational only

Attachments

Letter

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/14/2013 12:03 PM

Form Started By: Grant Riemer Started On: 03/04/2013 07:40 AM

Final Approval Date: 03/14/2013

City of RAMSEY
7550 Sunwood Drive NW • Ramsey, Minnesota 55303
City Hall: 763-427-1410 • Fax: 763-427-5543
www.cityoframsey.com

March 13, 2013

Mack Dominguez
7046 166th Avenue NW
Ramsey MN 55303

Dear Resident:

This letter is to inform you on the turf restoration project scheduled for your property this spring. As soon as the snow melts off, I would like to meet with you onsite and go over the scope of the project and the timeline for completion.

I'm hopeful that the snow will be gone by late March and we can get started on the actual turf repair by mid-April, with a completion of the project by early May. The biggest factor determining the start date and completion will be ground moisture and spring rain.

Please contact me at your earliest convenience to schedule an onsite meeting. My cell phone number is 763-286-0282.

Sincerely,

Grant Riemer
Public Works Superintendent

CC Regular Session **7. 1.**

Meeting Date: 04/09/2013

By: Mark Riverblood, Engineering/Public Works

Information

Title:

Authorize Contracted Mowing Services for The Draw, Municipal Center, and the Northstar Commuter Rail Station

Background:

Each aspect of Public Works maintenance is evaluated and re-evaluated periodically for the most efficient manner of service delivery for residents which includes a analysis of real costs and qualitative outcomes.

In the case of The Draw park and amphitheater, this public space was completed in 2010, with the first year of mowing and related maintenance occurring in 2011. For that park, Staff developed a detailed and comprehensive set of specifications that were issued as an Request for Proposal, to determine what the contracted cost of mowing and trimming would be on a weekly basis. At the same time, Staff carefully identified what the true cost of performing the mowing would be using 'in-house' forces.

The in-house mowing analysis included ALL costs associated with performing the work to include:

- Depreciation of vehicles and equipment
- Seasonal worker wages
- Full-time supervisor salary (hourly equivalent)
- Fuel costs (measured by mowing the park)
- Equipment operating costs (belts, blades, tires etc.)
- FT mechanic costs
- Other ancillary costs

In 2011 Staff assembled the total in-house cost for mowing The Draw before receiving the quotes from landscape contractors. Upon receiving the quotes, it was revealed that the in-house costs were a little less than contracted expenses.

Earlier this year, Staff performed the same exercise for The Draw, and again the cost of performing the work was less. (The costs range from *about* 8 to 10 percent less for in-house labor and equipment - which correspond to several factors; including the City not having to make a profit, being self insured, not having to pay the State tax, and may include less travel time.)

Observations/Alternatives:

In addition to receiving quotes for The Draw, Staff also advertised for weekly mowing quotes for the Municipal Center and the Northstar Transit Station. The latter at the request of Metropolitan Transit to determine if it was in both the City's and Met Transit's interest to contract mow (with Ramsey workers, or with Ramsey managing contractors) for that site - rather than for Met Transit to figure out how to address summer outdoor maintenance (identifying where to add staff).

The RFP was advertised in the Anoka County Union for two weeks, and the invitation sent directly to precisely 40 area lawn service companies or contractors. Three quotes were received, with Village Green Landscapes the lowest overall respondent for the aggregate of the 3 sites, (but again, a little higher than the city's expense if self performed).

While the costs of performing the work for these three sites are a little less if performed in-house, Staff is recommending contract mowing for 2013 due to two factors:

- The Parks Division of Public Works relies on many seasonal staff to cover peak periods of labor needs, with approximately 18 - 24 individuals annually, (about 7- 8 as rink attendants). However, for them to remain effective, close supervision is required as the seasonal staff are often initially inexperienced with the myriad of tasks, procedures, and work sites. Accordingly, with the existing full-time staffing complement in parks, there is a point of diminishing return (on the value of seasonal staff) if too many seasonals would be employed (above the existing numbers).
- There is a small economy of scale in terms of contract mowing of three sites (versus one or two), and therefore by adding in the Northstar Station, Staff will be exacting an appropriate fee from Metropolitan Transit for overseeing the outdoor maintenance - which will be routed into the General Fund.

Additionally, and as a point of information, contract mowing of the three sites *and* the appropriate level of full-time staff (in Parks and Public Works) will be examined as part of the 2014 budget process.

Recommendation:

Staff recommends using Village Green Landscapes (the lowest aggregate quote) for the 2013 mowing of The Draw, the Municipal Center and the Northstar Rail Station for $578.48, $85.70, and $73.91 per week, respectively.

And,

Authorize the City Administrator to enter into such agreements with Metropolitan Transit as may be necessary for the City to provide summer outdoor landscape services at the rail station.

Funding Source:

The funding source for the contracted mowing would be from the Parks' operations budget, similar operationally to 2012 for The Draw and Municipal Center.

However, the weekly contracted expense of mowing the train station would be as a pass-through to Metropolitan Transit, with a $85 contract administration and quality control fee collected each week work was performed, payble to the City in the process.

In addition to the revenue above, irrigation work performed by City Staff would be invoiced to Met Transit at $70 per hour for repairs and maintenance.

The above referenced administration and labor would result in monthly revenue from Metropolitan Transit to the City (spring, summer and early fall) estimated at >$410.

Council Action:

Motion to approve Village Green Landscapes for the 2013 mowing of The Draw, the Municipal Center and the Northstar Rail Station.

And,

Authorize the City Administrator to enter into such agreements with Metropolitan Transit as may be necessary for the City to provide summer outdoor landscape services at the Northstar Commuter Rail Station.

Attachments

RFP and specs

Estimated irrigation charges

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	04/02/2013 10:14 AM
Kurt Ulrich	Kurt Ulrich	04/04/2013 03:40 PM

Form Started By: Mark Riverblood Started On: 03/27/2013 03:25 PM

Final Approval Date: 04/04/2013

City of Ramsey Parks and Recreation

ISSUE DATE:
15 February, 2013

PROPOSALS MUST BE RECEIVED BY:
2:00 pm on 7 March 2013
DELIVER TO:
City of Ramsey Municipal Center
7550 Sunwood Drive NW
Ramsey, MN 55303
763-427-1410

REQUEST FOR PROPOSAL

Mowing and landscape maintenance services for The Draw, City Hall, and Northstar Rail Station

SECTION ONE

1.0 GENERAL INFORMATION:

1.1 Introduction: The City of Ramsey, seeks a qualified contractor or contractors to mow and trim the City's 'The Draw' park, amphitheater and associated public spaces located at 7401 East Ramsey Parkway. This RFP and document refers specifically to The Draw due to unique features such as the water feature and amphitheater – however, the maintenance provisions and standards shall also apply to any other public spaces the Contractor may provide quotes to the City for. The City's goals are to maintain parks and facilities at a high level of quality and to provide safe, neat, clean and condition for residents and visiting park patrons.

1.2 Definition of Parties: The City of Ramsey Parks and Recreation will hereinafter be referred to as the "City." This Request for Proposal (RFP) shall be referred to as "proposal." The firm or entity to which the contract is awarded shall be referred to as the "Contractor."

1.3 Purpose: The intent of this RFP is to select a proposal to provide mowing and trimming services for the City. This RFP states the instructions for submitting proposals, the specifications for the work, the procedure and criteria by which a proposal may be selected and the contractual terms by which the City intends to govern the relationship between it and the selected Contractor.

1.4 Scope of Work: Services are required for the mowing and trimming of the City's facilities together with a spring and fall cleanup of all mulch beds. Specifications and standard service levels for all tasks are referenced in Section 3.0 of this RFP and are more fully described in Attachment A. The Contractor will provide all labor, supplies and equipment necessary to perform the work. All dates referenced in the standard service levels are approximate. The Contractor shall be responsible for timely performance of the work whether or not the required dates are as stated in the specifications.

1.5 Evaluation Criteria: Award may be made to the low proposal provided that all other requirements, and licensure are met and references are satisfactory (subject to City Council approval.)

1.6 Award: The City may make the award to the most responsive and responsible proposal. The City reserves the right to conduct any tests it may deem advisable and to make all evaluations. The City reserves the right to reject any or all proposals, in whole or in part and is not necessarily bound to accept the lowest quote if that quote is contrary to the best interests of the City. The City reserves the right to waive minor irregularities.

1.7 Award Protest: A firm submitting a proposal may appeal the award decision by submitting a written protest to the City of Ramsey Municipal Center within five (5) business days of the date of the award notice, with a copy of the protest to the successful proposer. The protest must contain a detailed statement of the basis for the challenge.

1.8 Communication with the City: It is the responsibility of the firm submitting a proposal to inquire promptly about any requirement of this RFP that is not understood. Responses to inquiries, if they change or clarify the RFP in a substantial manner, will be forwarded by addenda to all parties that have received a copy of the RFP.

1.9 Submission: A **SIGNED** original of the Proposal Form (Attachment C) must be received at the Ramsey Municipal Center 7550 Sunwood Drive NW Ramsey, MN 55303, in a sealed envelope labeled "2013 Park Maintenance Quote" no later than **2:00 P.M. local time, March 7th, 2013**. The proposal must be date stamped by City Staff (available at the 'front desk') in order to be considered. Firms submitting a proposal are strongly encouraged to submit proposals in advance of the due date to avoid the possibility of missing the 2:00 P.M. deadline due to unforeseen circumstances. The City assumes no responsibility for delays caused by any package or mail delivery service. A postmark on or before the due date WILL NOT be a substitute for receipt of proposal. Proposals received after the due date and time will be returned unopened. Additional time will not be granted to any single proposal, however, additional time may be granted to all firms submitting a proposal when the City determines that circumstances require it. **FAXED OR E-MAIL PROPOSALS WILL NOT BE ACCEPTED**.

1.10 Proposal Understanding: By submitting a proposal, the firm submitting a proposal agrees and assures that the specifications are adequate, and the firm submitting a proposal accepts the terms and conditions herein. Any exceptions should be noted in your written response.

1.11 Costs of Preparation: Firms submitting a proposal assume all costs of preparation of the proposal and any presentations necessary to the proposal process.

1.12 Debarment: Submission of a signed proposal in response to this solicitation is certification that the firms submitting a proposal is not currently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal department or agency. Submission is also agreement that the City will be notified of any change in this status.

1.13 Proposal Validity: Unless specified otherwise, all proposals shall be valid for 60 days from the due date of the proposal.

1.14 Errors: Proposals may be withdrawn or amended by firms submitting a proposal at any time prior to the proposal opening. After the proposal opening, proposals may not be amended. If a significant mistake has been made by an apparent low proposal, the firm submitting the proposal will be given the option of 'selling' at the price given or withdrawing the proposal. If an extension error has been made, the unit price will prevail.

SECTION TWO

2.0 GENERAL TERMS AND CONDITIONS:

2.1 Contract Documents: If a separate contract is not written, the Contract entered into by the parties shall consist of the RFP, the signed proposal submitted by the Contractor, the specifications including all modifications thereof, and a purchase order or letter of agreement signed by the City and the Contractor, all of which shall be referred to collectively as the Contract Documents.

2.2 Contract Modification and Amendment: Any modification or amendment proposed by the Contractor must be in writing to the Parks & Asst. Public Works Superintendent. Modifications or amendments must be in writing and signed by both parties.

2.3 Pricing: Quoted prices will be in effect for a minimum of one (1) mowing season from the effective date of the contract; however the intention is to establish a successful on-going contractual relationship. After the first season, notification of price increases (if any) must be furnished in writing to the Parks & Asst. Public Works Superintendent for approval. Contractor shall provide documentation as to what portion of the requested price increase will be applied to labor and fringe benefits, supplies, equipment or overhead/profit if there is an increase. If there is not an increase and the service was deemed to be acceptable, the city may not issue a call for proposals, but continue the contractual agreement as specified below. The City reserves the right to rebid the contract if the pricing change is not acceptable; or for the next calendar year at its discretion.

2.4 Contract Term: The term of this contract shall be for the time periods bid on below. With mutual written agreement of the parties, this contract may be extended for any number of one-season periods. The mowing *season* for the contract starts on the Monday of the first week of May to the Monday of the first week of October (inclusive – meaning that these full weeks are a mowing week). The City and Contractor may, by mutual agreement extend mowing weeks on both sides of the above referenced mowing season.

2.5 Cancellation/Termination: If the Contractor defaults in its agreement to provide personnel or equipment to the City's satisfaction, or in any other way fails to provide service in accordance with the contract terms, the City shall promptly notify the Contractor of such default and if adequate correction is not made, the City may take whatever action it deems necessary to provide alternate services and may, at its option, immediately cancel this Contract with written notice.

2.6 Contract Validity: In the event one or more clauses of the Contract are declared invalid, void, unenforceable or illegal, that shall not affect the validity of the remaining portions of the Contract.

2.7 Clarification of Responsibilities: If the Contractor needs clarification or deviation from the terms of the Contract, it is the Contractor's responsibility to obtain written clarification or approval from the Parks & Asst. Public Works Superintendent of the City of Ramsey.

2.8 Litigation: This Contract and the rights and obligations of the parties hereunder shall be governed by and construed in accordance with the laws of the State of Minnesota without reference to its conflicts of laws principles. The Contractor agrees that any litigation, action or proceeding arising out of this Contract, shall be instituted in a state court located in the State of Minnesota.

2.9 Indemnification: The Contractor agrees to be responsible for, and to protect, save harmless, and indemnify the City and its employees from and against all loss, damage, cost and expense (including attorney's fees) suffered or sustained by the Contractor or for which the City may be held or become liable by reason of injury (including death) to persons or property or other causes whatsoever, in connection with the operations of the Contractor or any subcontractor under this agreement.

2.10 Independent Contractor: Whether the Contractor is a corporation, partnership, other legal entity, or an individual, the Contractor is an independent contractor. If the Contractor is an individual, the Contractor's duties will be performed with the understanding that the Contractor is a self-employed person, has special expertise as to the services which the Contractor is to perform and is customarily engaged in the independent performance of the same or similar services for others. The manner in which the services are performed shall be controlled by the Contractor; however, the nature of the services and the results to be achieved shall be specified by the City. The Contractor is not to be deemed an employee or agent of the City and has no authority to make any binding commitments or obligations on behalf of the City except as expressly provided herein. The City of Ramsey has prepared specific guidelines to be used for contractual agreements with individuals (not corporations or partnerships) who are not considered employees of the City.

2.11 Assignment: Neither party of the Contract shall assign the Contract without the prior written consent of the other, nor shall the Contractor assign any money due or to become due without the prior written consent of the City.

2.12 Equal Opportunity: In the execution of the Contract, the Contractor and all subcontractors agree, consistent with City of Ramsey policy, not to discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status or gender expression, national origin or citizenship status, age, disability or veteran's status and to provide reasonable accommodations to qualified individuals with disabilities upon request. The City encourages the employment of individuals with disabilities.

2.13 Sexual Harassment: The City is committed to providing a positive environment for all contractors and staff. The City thus has a legal and ethical responsibility to ensure that all employees work in an environment free of sexual harassment. Consistent with the state and federal law, this right to freedom from sexual harassment was defined City of Ramsey. Failure to comply with this policy could result in termination of this Contract without advanced notice.

2.14 Contractor's Liability Insurance: During the term of this agreement, the Contractor shall maintain the following insurance: Insurance Type Coverage Limit

1. Commercial General Liability $1,000,000 per occurrence or more

(Written on an Occurrence-based form) (Bodily Injury and Property Damage)

2. Automobile Liability $1,000,000 per occurrence or more

(Including Hired & Non-Owned) (Bodily Injury and Property Damage)

3. Workers Compensation is required for all personnel

(In Compliance with Applicable State Law)

The City of Ramsey shall be named as Additional Insured on the Commercial General Liability insurance. Certificates of Insurance for all of the above insurance shall be filed with:

City of Ramsey Municipal Center

Att. Finance Director Diana Lund

7550 Sunwood Drive NW

Ramsey, MN 55303

763-427-1410

Certificates shall be filed prior to the date of any performance under this Agreement. Said certificates, in addition to proof of coverage, shall contain the standard Accord statement pertaining to written notification in the event of cancellation, with a thirty (30) day notification period.

As additional insured and certificate holder, the City should be included as follows:

City of Ramsey

7550 Sunwood Drive NW

Ramsey, MN 55303

763-427-1410

2.15 Smoking Policy: The City has prohibited smoking in all City Parks, Public Facilities and Buildings. This rule must also apply to all contractors and workers in or on all City property, including buildings and parks and adjoining ROW. The Contractor shall be responsible for the implementation and enforcement of this requirement.

2.16 Payments: Payment will be upon submittal of an invoice to The Ramsey Municipal Center on a net 30 basis unless discount terms are offered. Invoices shall include detail on the precise dates service is performed.

2.17 Force Majeure: The Contractor shall not be held liable if the failure to perform under this Contract arises out of causes beyond the control of the Contractor. Cause may include but are not limited to, acts of nature, fires, tornadoes, quarantine, and strikes other than by Contractor's employees.

SECTION THREE

3.0 PERFORMANCE TERMS AND CONDITIONS:

3.1 Parks & Asst. Public Works Superintendent Mark Riverblood (or his designee) will be responsible for administering and managing the day-to-day operations and work specifications of the contract.

3.2 Employees: All persons employed to perform these services shall be employees of the Contractor, well-trained in mowing and trimming procedures. The Contractor shall abide by all federal, state and local laws, rules and regulations with regard to the employment of minors. The Contractor shall provide a sufficient number of employees to perform the required services efficiently and in a manner satisfactory to the City. **At least one Contractor employee performing the day to day tasks this proposal discusses shall be fully competent in English to ensure good communication with City Staff and park patrons.** If the Parks & Asst. Public Works Superintendent notifies the Contractor in writing that any person employed on this contract is incompetent, disorderly, or otherwise unsatisfactory, such person shall not again be employed in the execution of this contract without the written consent from the City.

3.3 Nondiscrimination and Workplace Safety: The Contractor agrees to abide by all federal, state and local laws, rules and regulations prohibiting discrimination in employment and controlling workplace safety. The Contractor shall provide all personal protective equipment required by law. Any violations of applicable laws, rules or regulations may result in termination of this contract.

3.4 Environmental Protection: The Contractor shall abide by all federal, state and local laws, rules and regulations regarding the protection of the environment. In accordance with reporting requirements, the Contractor shall disclose any environmental violations caused in the performance of this work to the City and applicable governmental agency. Any required Material Safety Data Sheets will be maintained in a binder on site and shall be available for review by City personnel at all times. Chemicals and gasoline are to be stored in proper containers required by law. A violation of applicable laws, rules or regulations may result in termination of this Contract.

3.5 Equipment and Supplies: All equipment and supplies required to carry out operations within the scope of this Contract shall be provided by the Contractor. Equipment must be maintained in good operating condition and must conform to NFPA, UL, ANSI, OSHA and any other safety standards in effect at the time of use. The Contractor shall have backup equipment available at all times to complete the work. Storage of equipment required for this Contract shall be off-site. Additionally, the City shall determine where and when vehicles (trucks and trailers) may be parked during the performance of the work.

3.6 Work Specifications: Specifications and standard service levels are provided in Attachment A.

3.7 Proposals: Proposals shall be submitted on the Cost Sheet, Attachment B. Prices shall remain firm for the period specified.

3.9 Delivery of Materials: It shall be the Contractor's responsibility to assume all liability for equipment and material delivered to the work areas. Inadvertent acceptance of delivery by any representative of The City of Ramsey shall not constitute acceptance or responsibility for any of the materials and equipment.

3.10 Property Damage: Repair of property damage occurring from the performance of the work under this Contract shall be the responsibility of the Contractor. Damaged property shall be restored to its original condition or better.

ATTACHMENT A

THE CITY OF RAMSEY

MOWING AND TRIMMING STANDARD SERVICE LEVELS

1. Mowing and Trimming General Requirements:

1.1. All services provided by the Contractor shall be consistent or exceed the quality standards of the grounds maintenance industry.

1.2. Contractor shall confine to the greatest possible extent, all operation, equipment, apparatus and placement of materials to the immediate work area. Contractor shall comply with all rules and regulations in effect on the work site, including but not limited to parking, traffic laws, use of walks, security restrictions, hours of allowable work and entrance and departures.

1.3. Storage of equipment shall be offsite, not on city property. Contractor or their authorized representative must be present to accept delivery of all equipment and/or material shipments. It shall be the Contractor's responsibility to assume liability for equipment and materials delivered to the job site.

1.4. Contractor shall notify the City Parks & Asst. Public Works Superintendent verbally or in writing of any defects noted in such surfaces that are to receive their work, if such defects may affect lawn mowing operations or present a safety concern. The Parks & Asst. Public Works Superintendent will direct such surfaces to be repaired and will coordinate that work to be done and may direct the immediate area be skipped from mowing at no loss to the Contractor.

2. Mowing Requirements

2.1. All grass shall be mowed at a height of 2.50 inches at the front of the deck and slightly higher at the back of the deck.

2.2. Contractor shall remove all trash and litter from the entire area to be mowed prior to initiating any mowing. All trash and litter removed shall be disposed of by the Contractor appropriately.

2.3. Contractor shall remove no more than 1/3 of the grass height during mowing.

2.4. No damage to trees, shrubs, flower beds and other vegetation will be acceptable – and any damage will be fully reconciled as directed by the Parks & Asst. Public Works Superintendent and addressed by these specifications. Contractor shall not "spin circles" when moving around trees and other objects. Further, the mowing patterns are to be varied weekly so as to not cause patterns in the grass, or rutting in the subsurface in sloped areas.

2.5. All clippings shall be removed from paved/concrete surfaces after mowing. **At no time shall the clippings be blown toward or into the pond.**

2.6. Mower discharge shall at all times be aimed away from people, buildings, water, and vehicles. Mower guards must be used as intended at all times for safety.

2.7. All scheduled mowing shall be commenced and completed in one day, weather permitting, as specified unless otherwise rescheduled due to inclement weather. Mowing of The Draw will take place on **Wednesdays** barring any schedule changes.

In the case of 'rain-outs' for Wednesday, mowing shall be completed **before 2 PM** on Thursdays between June 1 and October 1st that corresponds to the programming of the amphitheater and Farmers Market.

2.8. Mowers shall be of a type which causes clippings to be distributed evenly over the cut area. If the type of mowers used causes the cut grass to windrow, the windrowed grass shall be removed and hauled away. Windrowed grass caused by mowing heavily dewed or rained upon grass shall be the responsibility of the Contractor to remove.

2.9 All areas that cannot be mowed with mowers must be trimmed with weed-whips or by other means. **Due to the grade of the turf down to the water's edge, a significant amount of push mowing will be required.**

3. Equipment Operation, Maintenance and Safety Requirements:

3.1. Contractor shall operate all equipment in accordance with applicable federal and state safety laws and regulations.

3.2. Contractor shall be responsible for all maintenance supplies of mowing equipment. Costs shall be part of the base bid.

3.3 Contractor shall not fuel or perform maintenance on mowers or other equipment at park sites, except for emergency maintenance necessary to safely move equipment from the site in case of breakdown.

3.4 Contractor shall ensure mower blades are regularly maintained and sharpened for proper cut. Grass bruising or rough cutting may require the Contractor to perform rejuvenation procedures to bring the damaged areas out of a stressed condition.

3.5 Contractor shall provide and maintain in working order at the work site such fire protective equipment and devices as required by applicable safety standards and as they deem necessary and suitable for any possible class or type of fires.

3.6 Mowers and other equipment shall be properly maintained to operate at "normal" operating sound levels. Equipment that is generating excessive noise or is otherwise objectionable to the City shall be discontinued from use, at City request until repairs can be made. Further, no mowing or string trimming shall occur after 5 pm.

MULCH BED MAINTENANCE SERVICE LEVEL

4. Mulch Bed General Requirements:

4.1. Spring Clean-Up – The contractor must deadhead all perennial flowers in the early spring. All excess debris and leaves must be removed and disposed of properly offsite. (This *mostly* one-time maintenance is incidental to the mowing contract, and therefore the cost of which shall be accounted for within the aggregate of the weekly mowing quote.)

4.2. Fall Clean-Up – All leaves and debris must be removed from beds and adjoining areas and disposed of. (This *mostly* one-time maintenance is **incidental** to the mowing contract, and therefore the cost of which shall be accounted for within the aggregate of the weekly mowing quote.)

OTHER CONDITIONS

5. Property Damage:

5.1. Wherever any existing property, material, equipment or facility is damaged by the Contractor, the cost of repair or replacement shall be charged to the

Contractor. Items covered by this provision include but are not limited to curbs, sidewalks, lawns to include (scalped areas), plantings, trees, signs, irrigation components, and refuse containers. Contractor shall immediately report ay property damage to the City. (Greater detail on tree damage definitions and penalties is included in attachment B.)

5.2. The Contractor shall repair, to its original state, any landscape damaged by failure to provide proper and adequate protection, to the satisfaction of the City's Parks & Asst. Public Works Superintendent, or remove or replace with new materials or plantings at the contractors expense. Repair work due to damages caused by the Contractor shall be coordinated through, and subject to the approval of the City. Repairs shall be made with like material in a manner acceptable to the City.

6. Inclement Weather, Rescheduling and Canceling:

6.1. Contractor may cancel all or part of a scheduled mowing due to inclement weather. It is the responsibility of the Contractor to contact the Parks & Asst. Public Works Superintendent on or before 8:00 a.m. of the day to be canceled, when such cancellation is desired, and to reschedule the mowing.

6.2. Inclement weather shall be defined as weather that both the Contractor and the City's Parks & Asst. Public Works Superintendent agree makes the accomplishment of quality work unfeasible, unusually time consuming, or potentially dangerous, or harmful. In the event mutual agreement cannot be reached for a particular mowing, the inclement weather determination shall be made by the City.

6.3. Any part of a scheduled mowing that is canceled due to inclement weather shall be rescheduled by the contractor to the following day of the cancelation. The City may, at its option, elect not to reschedule any part of a mowing. Any portion of a mowing that is canceled and not rescheduled shall not result in a mowing charge.

6.4. In areas of poor drainage which adversely affect the work of the Contractor, the Contractor shall be responsible for informing the City Parks & Asst. Public Works Superintendent of the affected area. The City will have discretionary authority to waive work quality standards in areas which both the Parks & Asst. Public Works Superintendent and the Contractor agree are problematic.

6.5. The City reserves the right to cancel the weekly mowing if conditions indicate that mowing is not needed. For example if conditions are too warm, cold, wet or dry to require mowing. A best attempt will be to notify the Contractor that mowing is to be canceled by Friday of the week before mowing. **The City may cancel mowing for any reason; and up to 3 mowing intervals per year, per site may be canceled.** In the unlikely event more mowing intervals than 3 would be interrupted, the City will compensate the Contractor for the 4th interval and each thereafter at 10% of the week's quoted cost.

7. Additional Requirements

7.1. All contractor vehicles are required to have strobe lights and back up alarms on any vehicles (but not mowers) driving in parks or on trails. Contractor vehicles must also have contractors name prominently displayed.

7.2. Contractor vehicles must also go no more than 5 miles an hour on trails. **Contractor vehicles and mowers must also yield to any and all park users.**

7.3. Contractor or contractor employees must also have the contractors name prominently displayed on their uniform or vest.

7.4. The City has measured the amount of diesel and gasoline for the zero-turn mowers, 36" 'stand-on' mower, push mowers, leaf blowers and weed whips; and finds that approximately 5 gallons of total fuel is required for one mowing interval of The Draw. Therefore bidders should factor this into their bid(s), as this contract is not indexed to fuel pricing in the event costs go up, or down.

7.5. **Contractor has personally walked and inspected the entire site(s) prior to submitting bid.**

ATTACHMENT B

TREE DAMAGE

TREE DAMAGE DEFINITIONS AND PENALTIES

1. Definition of Tree Damage: Tree Damage includes any damage to the trunk, branches, roots or limbs of City Trees. The Contractor is responsible for any damage to these items with mowers, weed-whips or any other equipment used by the Contractor.

2. Penalties: For every minor incident of tree damage the Contractor will be penalized one-hundred dollars to be deducted from the fee schedule. For every major incident of tree damage the contractor will be required to replace the tree.

3. Definitions of Major and Minor tree damage. Minor damage shall include cosmetic damage to the tree's roots, limbs or branches and damage to less than 10% of the tree trunk's circumference. Major damage shall include any damage to a tree's roots, limbs or branches, which significantly impairs a tree's long term viability. Major damage also includes damage to 10% or more of the tree trunk's circumference.

4. Tree replacement: The replacement of trees that receive major damage will be determined by the tree's Diameter Breast High or DBH. A tree's replacement or replacements must have an equal DBH to the original tree. In the case of larger trees it is acceptable to replace a single damaged tree with several trees as long as the replacement tree's total DBH equals the original tree's DBH. Acceptable replacement trees will be **preapproved at the discretion** of the City's Parks & Asst. Public Works Superintendent.

ATTACHMENT C

PROPOSAL FORM

CITY OF RAMSEY MOWING, TRIMMING and BED MAINTENANCE

I/We agree to furnish all materials and labor to perform the services required for mowing, trimming and bed maintenance at the locations below in accordance with the specifications herein.

1. Mowing, Trimming and Bed Maintenance of The Draw. (Please see Exhibit D)	**$_____Per Week.** **$_____ Tax**
2. Mowing, Trimming and Bed Maintenance of City Hall. (Please see Exhibit E)	**$_____ Per Week** **$_____ Tax**
3. Mowing, Trimming and Bed Maintenance of the Northstar Commuter Rail Station. (Please see Exhibit F)	**$_____Per Week** **$_____ Tax**

Contractor name _____

Owner or representative _____

Signature _____

Phone(s) _____

Fax _____

E-mail _____

Proposal for Irrigation Maintenance Services by the City of Ramsey for Metropolitan Transit

In order to keep Metropolitan Transit's system at peak performance, as well as avoiding unnecessarily high water bills caused from undetected leaks, it is best to have a seasoned professional routinely go over the system from top to bottom.

Ramsey offers the following service agreement which provides the following services for a one year period, with system checks to be made weekly, monthly, and as when problems may arise.

- Check for proper valve function
- Clean filters
- Check for proper water coverage and distribution
- Make adjustments and changes as needed
- Program irrigation controller for the appropriate season
- Priority scheduling for repair work as needed and there will be no Basic Service Charge assessed on these calls

* Time for repairs will be billed in quarter hour increments.

**This agreement does not identify service calls outside of normal business hours E.g. system beaks or vandalism on weekends or repairs that may be covered under warranty.

Sample: Monthly Break Down Of Annual Services *(Estimate)*

April- est 2 - 3.5 hrs (install meter, complete run through, repairs if needed)

May- est 1.75 - 3 hrs (increase runtimes as needed, run through system)

June- est .5 – 1.5 hrs (run through system)

July- est 1 -3 hrs (look for dry spots occurring assess and repair as needed)

August- est .5 - 1.5 hrs (run through system)

September - est .5 – 1.5 hrs (run through system)

October – est 3- 5 hrs (decrease run times, run through, pull meter, winterize) + blowout/ winterization by separate contractor $75, and invoiced by the City of Ramsey

*Costs per hour for (one) irrigation technician: $ 70, with materials invoiced at cost.

Example **Monthly Maintenance/Repair Report**

Zone #	Repairs needed	Material	Labor @ 70/hr	Material Cost
#1	broken pipe	1’ poly, 2 male adapters	1.5 hrs	$4.35
#2	ok			
#3	valve down	1 Hunter valve rebuild kit	1 hrs	$13.10
#4	bad rotor	1 Hunter pgp and cut off riser	.5 hrs	$8.77
#5	ok			
#6	ok			
#7	spray head	1 Hunter pro spray and nozzle	.5 hrs	$6.34
			Total T&M	**$272.27**

CC Regular Session **7. 2.**

Meeting Date: 04/09/2013

By: Mark Riverblood, Engineering/Public Works

Information

Title:

Approve Play Structure for North Commons

Background:

Formalized discussion on the play structure for North Commons began in June 14, 2012 at a joint meeting hosted by Park and Recreation Commission with City Council on the Parks Capital Improvement Plan, and also (at the same meeting) recommending Park Dedication for the COR Three plat which includes the park space known as North Commons.

Subsequent to that discussion, a City Council work session was held on July 31st, 2012 on the topic of advancing the 2012 capital improvements (now within the 2013 CIP), most notably the proposed building and playground for Elmcrest Park - and also a playground for North Commons. The consensus direction from City Council was *"acknowledgment that the Park and Recreation Commission will be investigating play equipment purchases for North Commons and Elmcrest Park - for subsequent City Council approval"*.

The COR Three Plat has since been approved (including the 17 single family home-sites west and southwest of the park), and when all of those lots are eventually sold, $42,075 will be generated for park development purposes, (and $10,200 in Trail Fees). Somewhat conincidently, this dollar amount is generally what had been projected as needed for the proposed play structure for the park. Synergistically, having the play equipment in the park will aid in lot sales, hastening the return on the cost of lot creation, improve property values near North Commons, and also generating tax revenue (from the new homes) for maintaining the park space (as well as other city infrastructure).

Notification:

Notification is not required for park improvements, however a sign was placed in the park illustrating the proposed park and plat (#exhibit 1). A letter requesting input on the proposed playground was also issued in October 2012 (attachment #2). Additionally, several public meetings have occurred regarding the park and COR Three plat.

Observations/Alternatives:

Following the 2012 Council consensus to begin planning for the play equipment for North Commons, the Park and Recreation Commission discussed play equipment components and features, and an invitation for input from area residents was issued by mail. The attached letter (exhibit #2) generated enthusiastic feedback from several families near the park and many suggestions for what the playground should include.

Thereafter, the State Contract for play apparatuses was consulted and St. Croix Recreation (a reputable contractor on previous city park projects), was asked to submit a proposal that came as close as possible to meeting the Commission's direction from August, and specifically, including the components requested by the resident's submissions - while meeting the project budget. All of the resident requests are included in the attached rendering (item #3 below). Additionally, the structure from the State Contract saves $2,396 from the catalog pricing and meets the estimated play structure cost of approximately $40,000 including installation (separately by an installer at $5,950.00), shipping, tax, and resilient surfacing totaling $39,968.

What is not included in the above dollar amount is the border for the playground and a hard surface path to the area so as to be handicap accessible. In the fall of 2012, a local business donated a number of boulders for the

playground border (attachment #4) - so a part of this cost has already been accommodated. The 8' foot bituminous trail connection to the play-equipment from the street - estimated to be between $4,000 and $5,000, will also be required, including a curb cut and concrete ADA ramp.

At their regular January 2013 meeting, the Park and Recreation Commission recommended approval for the North Commons play structure as detailed below in Staff's recommendation.

Funding Source:

The Parks Capital Improvement plan for 2013 includes the North Commons play structure project at an estimated cost of $48,000 funded from the Lawful Gambling Fund #270.

The present balance of fund #270 is well in excess of $100,000 with those funds specifically restricted to purposes that benefit youth in Ramsey.

Staff Recommendation:

Staff recommends approval of the play structure with the following budget break-out:

- Play equipment from St. Croix Recreation @ $34,018.31
- Installation @ $5,950
- Boulders (to supplement the donation) estimated @ $1,000
- Bituminous trail connection estimated @ <$5,000
- Contingency (less than 5% of project value) @ $2,031.69

Total North Commons playground project budget: Not-to-exceed $48,000

Note: The timing for the installation would be targeted for early June, or as soon after the storm sewer improvements scheduled within the park and necessary for the COR Three Plat are completed.

Action:

Motion to approve a not-to-exceed amount of $48,000 for the North Commons playground project for 2013 implementation from the Lawful Gambling Fund.

Attachments

sign with park plan
invite for play structure input
mailing scope for invite letter
playground 3-D w/o swings
donation from Superior Striping
St. Croix Rec proposal
St. Croix Rec quote

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	04/02/2013 10:47 AM

Form Started By: Mark Riverblood Started On: 03/27/2013

Final Approval Date: 04/02/2013

NORTH Commons

PARK AND COMMUNITY GARDEN

Park Improvements



North Commons Improvements

2012 Initial Phase Improvements:
- Grading
- Turf, Trees, & Irrigation
- Top Soil Test Plots
- Community Garden

Phase II Improvements:
- Trails / Boardwalks
- Playground
- Dog Park
- Parking

For more information on this and other park improvements, please visit *www.cityoframsey.com*

THE COR AT RAMSEY

www.CORatRAMSEY.com

City of RAMSEY

7550 Sunwood Drive NW • Ramsey, Minnesota 55303
City Hall: 763-427-1410 • Fax: 763-427-5543
www.cityoframsey.com

October 10, 2012

Dear North Commons area Resident,

As you may know, the City of Ramsey continues to make progress and investments in your neighborhood park known as North Commons. The most recent successes include a MN DNR grant for trees for the park and also City Council go-ahead to begin the planning for a playground. This letter shall address both projects somewhat separately – and in both matters I am respectfully requesting your response and feedback.

Tree Planting: As you know, grading, seeding and irrigation was completed earlier this summer so the site is ready for our trees, which will be delivered on Wednesday the 17th. We have deliberately scheduled the planting for Thursday the following day, as this is the school district's first day of MEA with children out of school. The hope is that families can join city staff in the park for planting and learning about trees. ***You are hereby invited to meet at the park at 1 O'clock October 18th for a primer on how trees grow, and what important considerations there are in properly planting a tree.*** (What a great opportunity for children to learn on their day off from school!) Thereafter together we will plant your neighborhood park!

If the weather is exceedingly poor, the volunteer planting will be delayed until 1 PM on Friday, the following day. Below this letter is a summary* of the tree planting grant and other aspects of the planting project.

Playground for North Commons: As you may have noticed, there is a lot of construction staking within the park and to the west. This is to receive bids for bringing sewer and water to the lots that were created that will provide funding for the play equipment. (Please see the earlier letter I sent to you, or the large sign in the park for detail on these proposed new homes.)

Indeed, City Council has authorized staff to begin the planning for the playground. In August, the Park and Recreation Commission met at your park and determined that you and your family should have direct input on what the play equipment looks like. The Commission thought ***the best way to communicate all these ideas would be if people e-mailed me pictures of your favorite elements of playgrounds that you currently visit in the city or elsewhere.*** In fact this may serve as a bit of a treasure hunt for you and your children. On the City's web site is a Playground Location Map. Please go to http://www.cityoframsey.com then 'Departments' – 'Public Works'- then 'Parks' and scroll down the page to near the bottom for a link to a map with 13 playgrounds within Ramsey.

If you are interested in learning more on either of these two improvements for your park; or to e-mail me images of what you'd like to see for your proposed play equipment - please send them to me in writing at the above address, or at mriverblood@ci.ramsey.mn.us. Or you may also reach me by phone at 763 238 1733.

On behalf of City Council and the Park and Recreation Commission, we are energized about all the favorable momentum building in The COR, and are equally excited to hear your thoughts for the playground and I *especially* look forward to planting trees with you next week!

Yours in Public Service,

Mark Riverblood,
Parks & Asst. Public Works Superintendent

THE COR
AT RAMSEY

***Project Title:** City of Ramsey's MAJESTY OF THE COMMONS

Project Purpose: In contrast to the 'Tragedy of the Commons', this unified planting project engages the residents within this livable community in the communal care, education and ongoing stewardship of their shared park space named North Commons. The outcome will be a diverse array of trees that are well adapted to the Anoka Sand Plain for this new public space; *and*, the endeavor will result in a 'mini-arboretum' showcasing species that perform well in sandy soils. Small, didactic placards will be installed adjacent to the individual species as on-going tools for public education.

Project Location Description: The project will occur in North Commons, a park within Ramsey's pedestrian and transit oriented, master-planned community known as The COR. The park is just over seven (7) acres in size, located in the south central portion of the community and connects the higher density urban area with the existing larger, rural lot neighborhoods to the north and east. The northern and northeastern portions of the property are wetland with the remainder of the site being upland consisting of sandy soil (Hubbard-Nymore association).

Project Goals: Engage residents from the adjacent neighborhood and townhome associations, who have expressed their desire to initiate park improvements, in the place-making practice of planting trees to create an aesthetically pleasing, inviting and functional public space. The project will also serve as an educational tool for the community by showcasing species well adapted to the area, their growth characteristics (habit and form), and pertinent facts about the needs, benefits and care of trees.

This project will provide living examples of tree species that perform well in sandy soils, which residents can see, touch and replicate as they landscape or reforest their property. The project will incorporate participation of a K-12 school (PACT), within walking distance of North Commons, to develop language for interpretive signage to highlight the *Majesty* of trees and community/urban forests.


CHAMELEON ST NW
BISON ST NW
ZEOLITE ST NW
150TH LN NW
URANMITE ST NW
149TH LN NW
PERIDOT ST NW
148TH LN NW
ARMSTRONG BLVD NW
147TH LN NW
147TH TER NW
MICA CREST WAY NW
OLIVINE ST NW
147TH CIR NW
BUNKER LAKE BLVD NW
TOWN CENTER DR
TOWN CENTER PL
146TH LN NW
146TH AVE NW
145TH LN NW
145TH PL
RAMSEY PKWY E
WEST
EAST

ST.CROIX
RECREATION
COMPANY INCORPORATED
Veteran Owned
Proposal: 100-72756-3
Burke



North Commons Park

7550 Sunwood Drive NW ● Ramsey, Minnesota 55303
City Hall: 763-427-1410 ● Fax: 763-427-5543
www.ci.ramsey.mn.us

15 November 2012

Mr. Tom Frederickson
14021 Basalt Street N. W.
Superior Striping
Ramsey, MN 55303

Subj: Superior Striping's donation

Dear Tom,

The purpose of this correspondence is to sincerely thank Superior Striping for the donation of boulders for the North Common's playground project. The huge stones will be used for the resilient surfacing border and will add a great naturalized border for the parks' play structure.

This donation represents a minimum value of $520 for Ramsey's parks system, and I thank you.

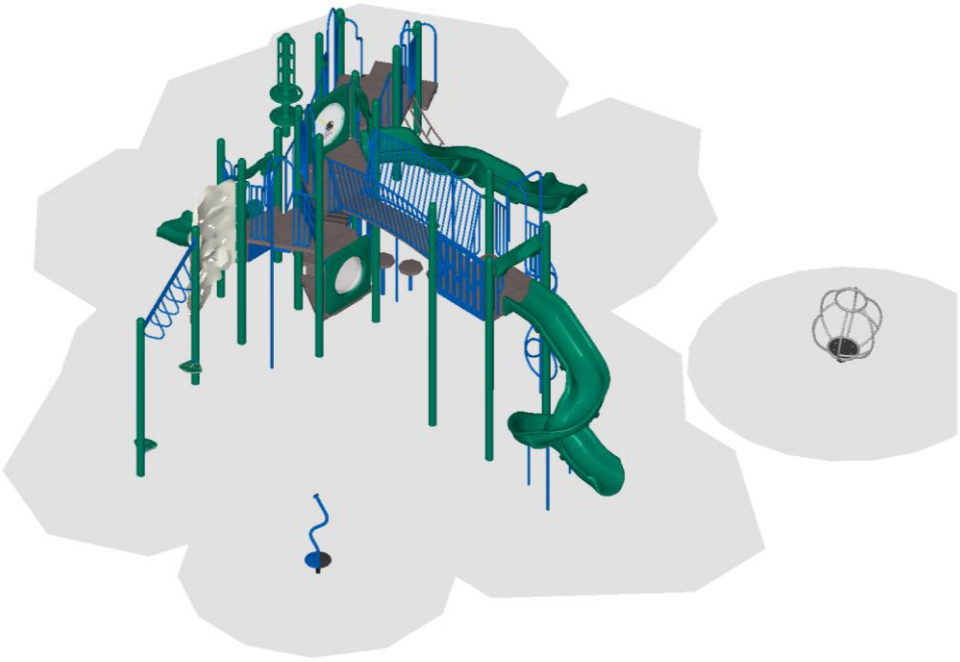
Yours in Public Service,

Mark Riverblood
Parks & Asst. Public Works Superintendent

Cc: Grant Reimer, Public Works Superintendent

City of Ramsey
North Commons Park

Proposal # 100-72756-3
December 28, 2012



Presented by

St. Croix Recreation Company, Inc.

and

Burke
premier play environments



December 28, 2012

Mark Riverblood
City of Ramsey
14100 Jasper Street NW
Ramsey, MN 55303

Dear Mark Riverblood:

St. Croix Recreation Company, Inc. is delighted to provide City of Ramsey with this playground equipment proposal.

This design was developed with your specific needs in mind, and we look forward to discussing this project further with you to ensure your complete satisfaction. St. Croix Recreation Company, Inc. is confident that this proposal will satisfy City of Ramsey's functional, environmental, and safety requirements -- and most importantly -- bring joy and excitement to the children and families directly benefiting from your new playground.

You have our personal commitment to support this project and your organization in every manner possible, and we look forward to continue developing a long-standing relationship with City of Ramsey. We appreciate your consideration and value this opportunity to earn your business.

Sincerely,

Mike Basich
St. Croix Recreation Company, Inc.
225 N. Second Street
Stillwater, MN 55082

Design Summary

St. Croix Recreation Company, Inc. is very pleased to present this Proposal for consideration for the North Commons Park located in Ramsey. BCI Burke Company, LLC has been providing recreational playground equipment for over 90 years and has developed the right mix of world-class capabilities to meet the initial and continuing needs of City of Ramsey. We believe our proposal will meet or exceed your project's requirements and will deliver the greatest value to you.

The following is a summary of some of the key elements of our Proposal:

- Project Name: North Commons Park
- Project Number: 100-72756-3
- User Capacity: 90
- Age Groups: Ages 5-12 years
- Dimensions: 48' 4" x 46' 6"
- Designer Name: Kari Champeau

St. Croix Recreation Company, Inc. has developed a custom playground configuration based on the requirements as they have been presented for the North Commons Park playground project. Our custom design will provide a safe and affordable playground environment that is aesthetically pleasing, full of fun for all users and uniquely satisfies your specific requirements. In addition, proposal # 100-72756-3 has been designed with a focus on safety, and is fully compliant with ASTM F1487 and CPSC playground safety standards.

We invite you to review this proposal for the North Commons Park playground project and to contact us with any questions that you may have.

Thank you in advance for giving us the opportunity to make this project a success.

SERIES: Basics, Intensity, Nucleus

SITE PLAN

DRAWN BY: Kari Champeau

BCI Burke Company, LLC PO Box 549 Fond du Lac, Wisconsin 54936-0549 Telephone 920-921-9220

North Commons Park

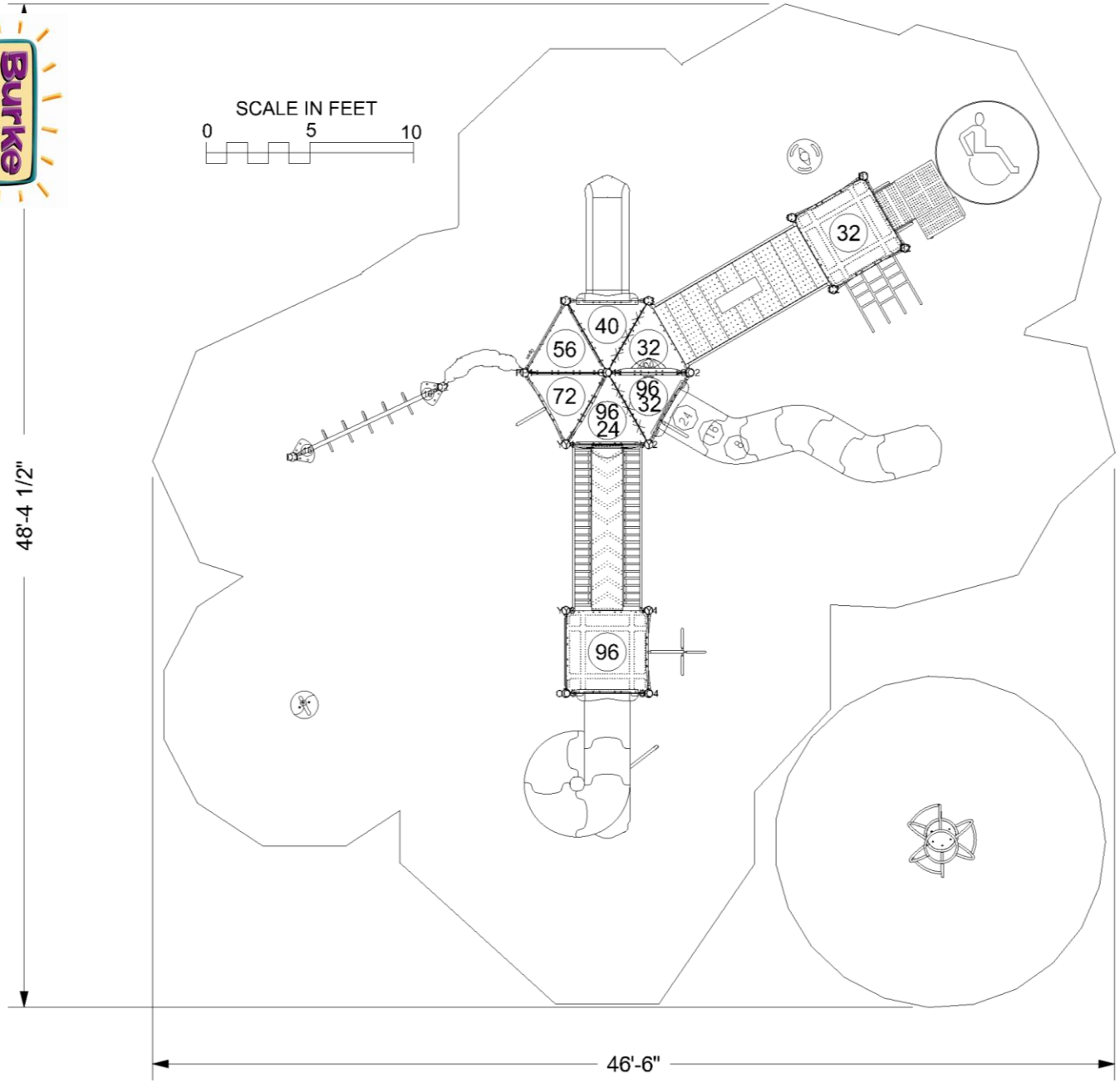
7695 147th Lane NW

Ramsey, MN 55303

St. Croix Recreation Company, Inc.

100-72756-3

December 28, 2012



ADA ACCESSIBILITY GUIDELINE (ADAAG CONFORMANCE)

NUMBER OF PLAY EVENTS:	18	
NUMBER OF ELEVATED PLAY EVENTS:	11	
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP:	PROVIDED: 0	REQ'D: 0
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY TRANSFER SYSTEM:	PROVIDED: 4	
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP OR TRANSFER SYSTEM:		REQ'D: 6
NUMBER OF GROUND LEVEL PLAY EVENTS:	PROVIDED: 7	REQ'D: 4
NUMBER OF TYPES OF GROUND LEVEL PLAY EVENTS:	PROVIDED: 5	REQ'D: 3

WARNING!

ACCESSIBLE SAFETY SURFACING MATERIAL IS REQUIRED BENEATH AND AROUND THIS EQUIPMENT.

FOR SLIDE FALL ZONE SURFACING AREA SEE CPSC's Handbook for Public Playground Safety.

PLATFORM HEIGHTS ARE IN INCHES ABOVE RESILIENT MATERIAL.

INFORMATION

MINIMUM FALL ZONE SURFACED WITH RESILIENT MATERIAL

AREA

1625 SQ.FT.

PERIMETER

218 FT.

STRUCTURE SIZE

48' 4" x 46' 6"

STRUCTURE IS DESIGNED FOR CHILDREN AGES:

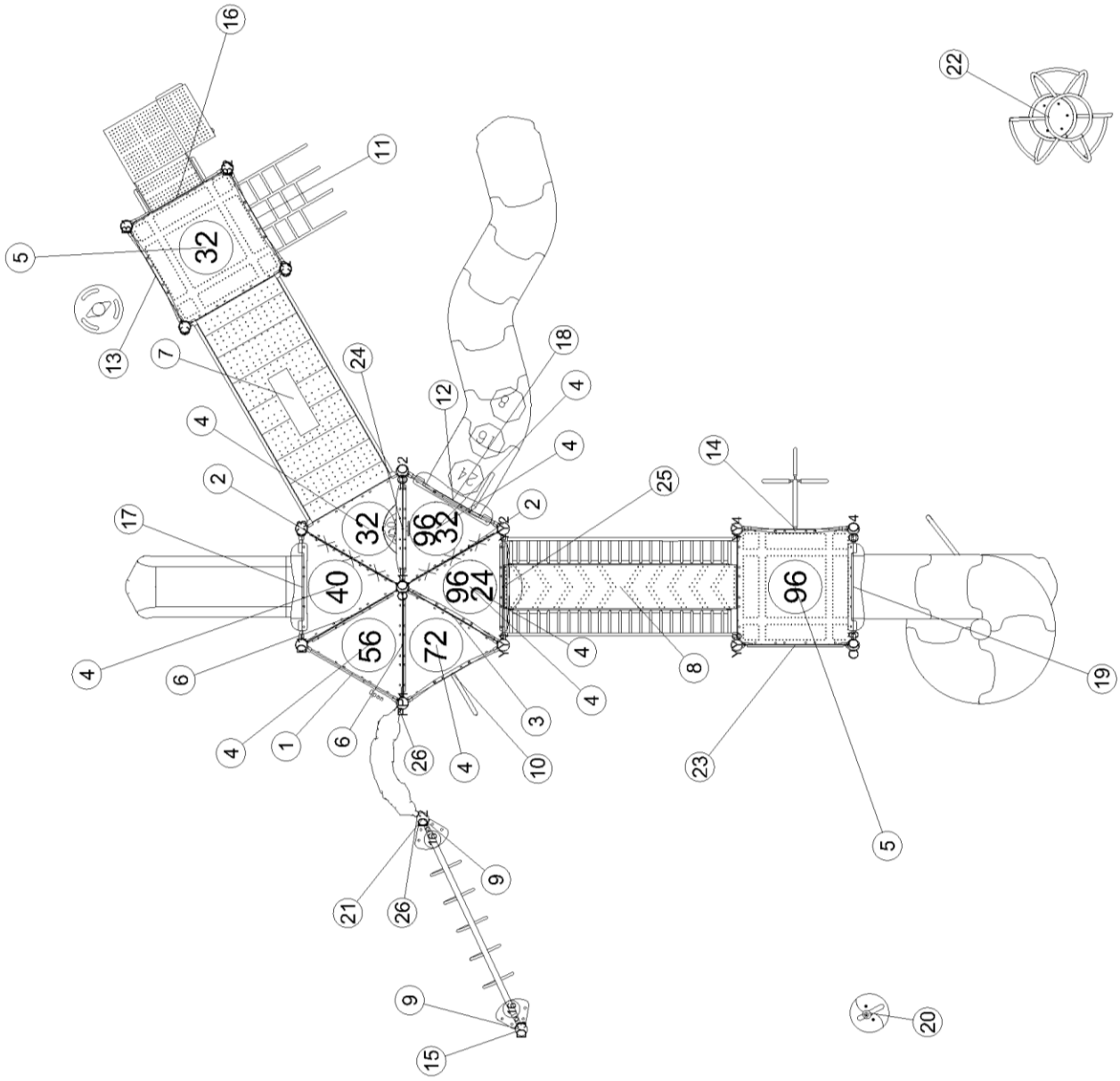
- ☐ 6-23 MONTH OLDS
- ☐ 2-5 YEAR OLDS
- ☒ 5-12 YEAR OLDS
- ☐ 13 + YEAR OLDS

The play components identified in this plan are IPEMA certified. The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

The space requirements shown here are to ASTM standards. Requirements for other standards may be different.

The use and layout of play components identified in this plan conform to the CPSC guidelines.

ITEM	COMP.	DESCRIPTION
1	270-0001	OFFSET ENCLOSURE
2	270-0050	8" CLOSURE PLATE
3	270-0109	PLATFORM LADDER 24"
4	270-0129	TRIANGLE PLATFORM
5	270-0130	SQUARE PLATFORM
6	270-0185	PLATFORM LADDER 16"
7	270-0188	LONG BUCKLE BRIDGE W/GUAR
8	270-0219	ARCHED CATWALK BRIDGE 96"
9	370-0027	LAUNCH PAD
10	370-0154	SLIDING POLE 56"-72"
11	370-0229	CARGO NET 32"-40"
12	370-0270	POD WALK 32"
13	370-0300	TREE CLIMBER 32"
14	370-0557	LINKING RING CLIMBER 80"-96"
15	370-0710	TRIANGLE TRAVERSE
16	370-0718	TRANSFER STATION, HANDRAIL
17	470-0507	ROCKTN ROLL SLIDE, 40" - 48"
18	470-0552	VIPER S 96
19	470-0557	VIPER SPIRAL 96
20	560-0457	SWIFT TWIST SPINNER
21	560-0542	ROCKIT CURVED PANEL
22	560-2571	COMET II
23	570-1590	BARRIER PANEL
24	570-1566	PADDLE BALL PANEL
25	570-1602	BUBBLE WINDOW PANEL
26	660-0137	ROCKIT ATTACHMENT POST 55



Burke
premier play environments

December 28, 2012

SERIES: Basics, Intensity, Nucleus
COMPONENT PLAN
DRAWN BY: Kari Champeau

North Commons Park
7695 147th Lane NW
Ramsey, MN 55303

St. Croix Recreation Company, Inc.
100-72756-3

BCI Burke Company, LLC PO Box 549 Fond du Lac, Wisconsin 54936-0549 Telephone 920-921-9220

The protective surfacing for this design must accomodate the critical fall height.

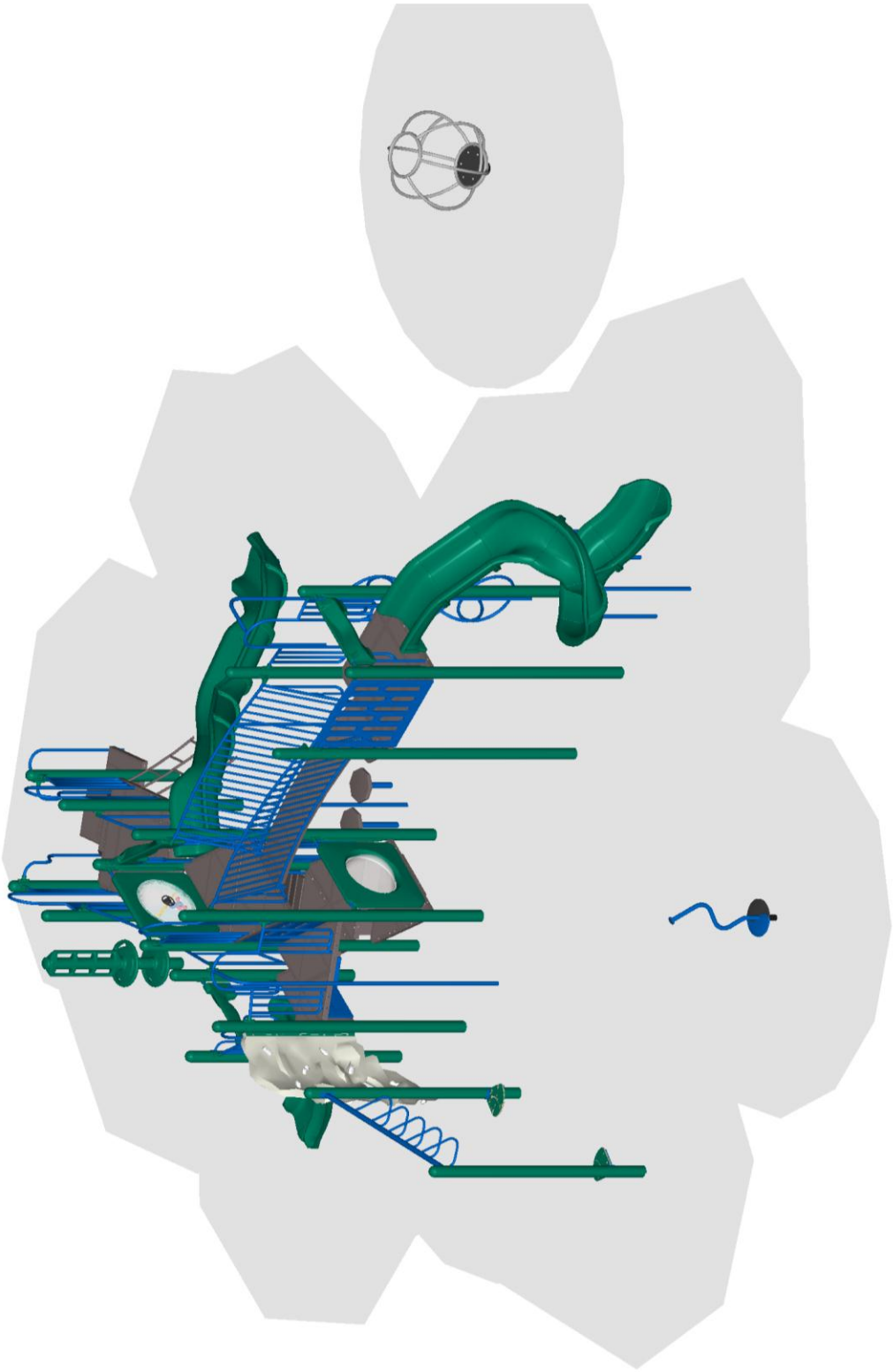
December 28, 2012

SERIES: Basics, Intensity, Nucleus
ELEVATION PLAN
DRAWN BY: Kari Champeau

North Commons Park
7695 147th Lane NW
Ramsey, MN 55303

St. Croix Recreation Company, Inc.
100-72756-3

BCI Burke Company, LLC PO Box 549 Fond du Lac, Wisconsin 54936-0549 Telephone 920-921-9220



December 28, 2012

SERIES: Basics, Intensity, Nucleus
ISOMETRIC PLAN
DRAWN BY: Kari Champeau

North Commons Park
7695 147th Lane NW
Ramsey, MN 55303

St. Croix Recreation Company, Inc.
100-72756-3

BCI Burke Company, LLC PO Box 549 Fond du Lac, Wisconsin 54936-0549 Telephone 920-921-9220

Proposal # **100-72756-3**

December 28, 2012
2013 Pricing

Proposal Prepared for:
Mark Riverblood
Inc.
City of Ramsey
14100 Jasper Street NW
Ramsey, MN 55303
Phone: 763-238-1733

Project Location:
North Commons Park

7695 147th Lane NW
Ramsey, MN 55303

Proposal Prepared by:
St. Croix Recreation Company,

225 N. Second Street
Stillwater, MN 55082
Phone: 651-430-1247
Fax: 651-430-9231
jj@stcroixrec.com

Mike Basich
Phone: 651-430-1247
Fax: 651-430-9231
mb@stcroixrec.com

Component No.	Description	Qty.	User Cap.	Ext. User Cap.	Weight	Ext. Weight
Burke Basics						
560-0457	SWIFT TWIST SPINNER	1	1	1	52	52
560-2571	COMET II	1	6	6	149	149
Intensity						
370-0027	LAUNCH PAD	2	1	2	9	18
370-0710	TRIANGLE TRAVERSE	1	2	2	40	40
Nucleus						
270-0001	OFFSET ENCLOSURE	1	1	1	30	30
270-0050	8" CLOSURE PLATE	2	0	0	9	18
270-0109	PLATFORM LADDER 24"	1	1	1	65	65
270-0129	TRIANGLE PLATFORM	8	2	16	47	376
270-0130	SQUARE PLATFORM	2	6	12	105	210
270-0185	PLATFORM LADDER 16"	2	1	2	10	20
270-0188	LONG BUCKLE BRIDGE W/GUARDRAI...	1	10	10	316	316
270-0219	ARCHED CATWALK BRIDGE 96"	1	6	6	368	368
370-0154	SLIDING POLE 56"-72"	1	1	1	59	59
370-0229	CARGO NET 32"-40"	1	2	2	60	60
370-0270	POD WALK 32"	1	3	3	124	124
370-0300	TREE CLIMBER 32"	1	2	2	105	105
370-0557	LINKING RING CLIMBER 80"-96"	1	4	4	100	100
370-0718	TRANSFER STATION, HANDRAIL 32"	1	4	4	162	162
470-0507	ROCK'N ROLL SLIDE, 40" - 48"	1	1	1	107	107
470-0552	VIPER S 96	1	4	4	248	248
470-0557	VIPER SPIRAL 96	1	4	4	301	301
570-1550	BARRIER PANEL	1	0	0	30	30
570-1566	PADDLE BALL PANEL	1	1	1	47	47
570-1602	BUBBLE WINDOW PANEL	1	1	1	40	40
600-0104	NPPS SUPERVISION SAFETY KIT	1	0	0	3	3
670-0002	POST ASSEMBLY 5" OD X 107"	2	0	0	58	116
670-0098	MODULAR HARDWARE, NUCLEUS	1	0	0	5	5
670-0099	INSTALLATION KIT, INTENSITY	1	0	0	2	2
670-0103	MAINTENANCE KIT, INTENSITY	1	0	0	0	0
670-0158	POST ASSEMBLY 5" OD X 184"	4	0	0	97	388
670-0165	POST ASSEMBLY 5" OD X 123"	3	0	0	66	198
670-0166	POST ASSEMBLY 5" OD X 139"	3	0	0	74	222

Proposal # **100-72756-3**

December 28, 2012
2013 Pricing

670-0168	POST ASSEMBLY 5" OD X 158"	1	0	0	84	84
670-0169	POST ASSEMBLY 5" OD X 171"	4	0	0	91	364
RockIt						
560-0542	ROCKIT CURVED PANEL	1	4	4	79	79
660-0137	ROCKIT ATTACHMENT POST 55 1/2"	2	0	0	13	26
Swings						
550-0093/0094	SINGLE POST SWING W/SEATS	1	4	4	382	382

Total User Capacity: 94
Total Weight: 4,532 lbs.
Total Price: $29,950.00

Information is relative to the Dec 28 2012 4:35AM database.

Special Notes:
Prices do not include freight, unloading, material storage, site excavation/preparation, removal of existing equipment, removal of excess soil from footing holes, site security, safety surfacing, installation, or sales tax (if applicable). Prices are based on standard colors per CURRENT YEAR BCI Burke Catalog. Custom colors, where available, would be an extra charge. **Pricing is valid for 45 days from the date of this proposal.**

BCI Burke Generations Warranty™

The Longest and Strongest warranty in the industry

BCI Burke Company, LLC ("Burke") warrants that all standard products are warranted to be free from defects in materials and workmanship, under normal use and service, for a period of one (1) year from the date of invoice.

We stand behind our products.

In addition, the following products are warranted, under normal use and service from the date of invoice as follows:

- One Hundred (100) Year Limited Warranty on aluminum and steel upright posts (including Intensity®, Voltage™, Nucleus™ and Little Buddies®) against structural failure due to corrosion, deterioration or workmanship.
- One Hundred (100) Year Limited Warranty on KoreKonnect® clamps against structural failure due to corrosion, deterioration or workmanship.
- One Hundred (100) Year Limited Warranty on Hardware (nuts, bolts, washers)
- One Hundred (100) Year Limited Warranty on bolt-through fastening and clamp systems (Voltage™, Intensity® and Nucleus™).
- Twenty-Five (25) Year Limited Warranty on spring assemblies and aluminum cast animals.
- Fifteen (15) Year Limited Warranty on main structure platforms and decks, metal roofs, table tops, bench tops, railings, loops and rungs.
- Fifteen (15) Year Limited Warranty on all plastic components including StoneBorders against structural failure due to materials or workmanship.
- Ten (10) Year Limited Warranty on ShadePlay Canopies fabric, threads, and cables against degradation, cracking or material breakdown resulting from ultra-violet exposure, natural deterioration or manufacturing defects. This warranty is limited to the design loads as stated in the specifications.
- Ten (10) Year Limited Warranty on NaturePlay® Boulders against structural failure due to natural deterioration or workmanship.
- Five (5) Year Limited Warranty on Intensity® cables against premature wear due to natural deterioration or manufacturing defects.
- Five (5) Year Limited Warranty on swing seats and hangers; Kid Koaster® Trolleys and moving parts against structural failure due to materials or workmanship.

The warranty stated above is valid only if the equipment is erected in conformity with the layout plan and/or installation instructions furnished by BCI Burke Company, LLC using approved parts; have been maintained and inspected in accordance with BCI Burke Company, LLC instructions. Burke's liability and your exclusive remedy hereunder will be limited to repair or replacement of those parts found in Burke's reasonable judgment to be defective. Any claim made within the above stated warranty periods must be made promptly after discovery of the defect. A part is covered only for the original warranty period of the applicable part. Replacement parts carry the applicable warranty from the date of shipment of the replacement from Burke. After the expiration of the warranty period, you must pay for all parts, transportation and service charges.

Burke reserves the right to accept or reject any claim in whole or in part. Burke will not accept the return of any product without its prior written approval. Burke will assume transportation charges for shipment of the returned product if it is returned in strict compliance with Burke's written instructions.

THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ANY OTHER WARRANTY, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IF THE FOREGOING DISCLAIMER OF ADDITIONAL WARRANTIES IS NOT GIVEN FULL FORCE AND EFFECT, ANY RESULTING ADDITIONAL WARRANTY SHALL BE LIMITED IN DURATION TO THE EXPRESS WARRANTIES AND BE OTHERWISE SUBJECT TO AND LIMITED BY THE TERMS OF BURKE'S PRODUCT WARRANTY. SOME STATES DO NOT ALLOW THE EXCLUSION OF CERTAIN IMPLIED WARRANTIES, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU.

Warranty Exclusions: The above stated warranties do not cover: "cosmetic" defects, such as scratches, dents, marring, or fading; damage due to incorrect installation, vandalism, misuse, accident, wear and tear from normal use, exposure to extreme weather; immersion in salt or chlorine water, unauthorized repair or modification, abnormal use, lack of maintenance, or other cause not within Burke's control; and

Limitation of Remedies: Burke is not liable for consequential or incidental damages, including but not limited to labor costs or lost profits resulting from the use of or inability to use the products or from the products being incorporated in or becoming a component of any other product. If, after a reasonable number of repeated efforts, Burke is unable to repair or replace a defective or nonconforming product, Burke shall have the option to accept return of the product, or part thereof, if such does not substantially impair its value, and return the purchase price as the buyer's entire and exclusive remedy. Without limiting the generality of the foregoing, Burke will not be responsible for labor costs involved in the removal of products or the installation of replacement products. Some states do not allow the exclusion of incidental damages, so the above exclusion may not apply to you.

For more information regarding the warranty, call Customer Service at 920-921-9220 or 1-800-356-2070.

ST. CROIX RECREATION CO., INC

225 N. SECOND STREET
STILLWATER, MN 55082
(651)430-1247 Fax (651)430-9231

Estimate

Date	Estimate #
12/31/2012	319

Name / Address	Ship To
CITY OF RAMSEY ACCOUNTS PAYABLE 7550 SUNWOOD DRIVE RAMSEY, MN 55303	PARKS DEPT. 14100 JASPER RAMSEY, MN 55303

P.O. No.	Terms	Rep
	Net 30	MB

Item	Description	Qty	Cost	Total
100-72756-3	BCI Burke Playstructure and Elements including 2-Bay Swing w/2 Strap Seats, 2 Tot Seats, Swift Twist Spinner and Comet	1	29,950.00	29,950.00T
EWF	Engineered Wood Fiber Resilient Surfacing	156	21.00	3,276.00T
STATE CONTRA...	STATE CONTRACT #444953/25351	1	-2,396.00	-2,396.00T
FREIGHT	Freight	1	1,000.00	1,000.00T

Subtotal	$31,830.00
Sales Tax (6.875%)	$2,188.31
Total	$34,018.31

E-mail
jj@stcroixrec.com

CC Regular Session **7. 3.**

Meeting Date: 04/09/2013

Submitted For: Patrick Brama **By:** Patrick Brama, Administrative Services

Information

Title:

Adopt Ordinance 13-08 to Sell Surplus City Owned Land

Background:

The City owns property located at 14280 Azurite Street NW ("Subject Property"). The Subject property is 4.8 acres in size, is located on the north side of Bunker Lake Boulevard adjacent to MultiSource Manufacturing and Diamond Graphics. The Subject Property is zoned Employment 1 (E1) and is available for sale.

The the City Council has authorized the sale of the Subject Property subject to adoption of the required Sale Ordinance. A Buyer has been found, the purchase price has been negotiated and staff is negotiating final Purchase Agreement terms for final approval by the City Council at subsequent meeting.

The Sale Ordinance was Introduced at the City Council's March 26, 2013 meeting as Ordinance 13-08 and is now available for final adoption.

Purpose of case:

To adopt ordinance 13-08 to sell surplus city owned land

Notification:

Observations/Alternatives:

-

Alternatives:

(1) Adopt Ordinance 13-08 to sell surplus City owned land
(2) Do not adopt Ordinance 13-08 to sell surplus City owned land.

Recommendation:

Adopt ordinance 13-08 to sell surplus city owned land.

Funding Source:

NA

Council Action:

Adopt Ordinance #13-08 AUTHORIZING THE CITY OF RAMSEY TO SELL/CONVEY SURPLUS LAND and to waive reading of the Ordinance as otherwise required by the City Charter.

Roll Call Vote:
Councilmember Tossey
Councilmember Riley
Councilmemeber LeTourneau
Councilmember Backous
Councilmember Elvig
Councilmember Kuzma
Mayor Strommen

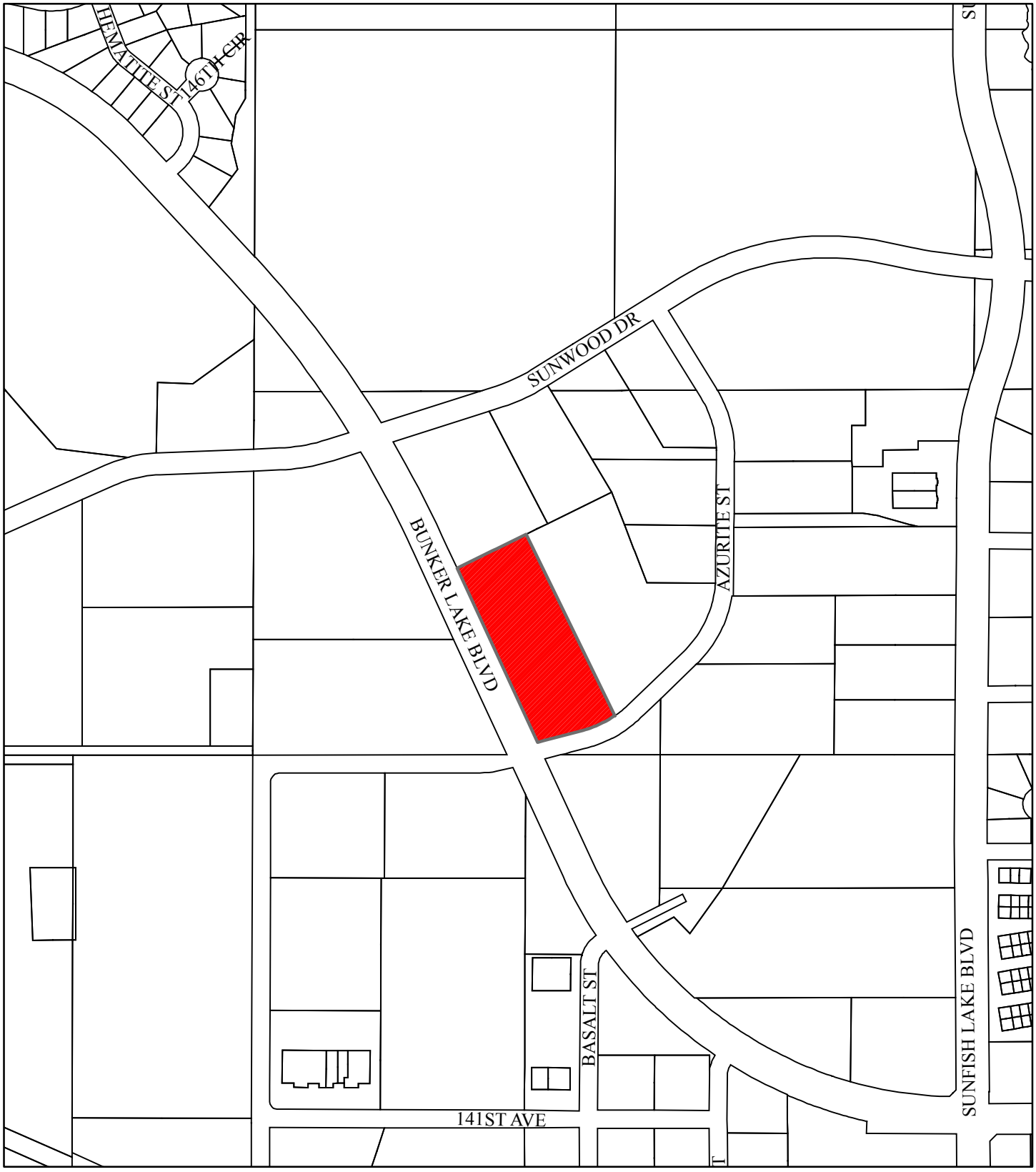
Attachments

Reference Map
Appraisal
Abstract
Profile
Plat
Business Subsidy Policy
Ordinance

Form Review

Inbox	Reviewed By	Date
Bill Goodrich	Bill Goodrich	04/02/2013 04:47 PM
Kurt Ulrich	Kurt Ulrich	04/04/2013 03:42 PM
Form Started By: Patrick Brama		Started On: 03/28/2013

Final Approval Date: 04/04/2013



City of RAMSEY

14280 Azurite Street NW
PID: 27-32-25-42-0015

Legend
Site
Parcels

N

0 625 1,250 Feet

MARKET VALUE APPRAISAL

of

Approximately 4.80± Acres of Vacant Industrial Land

located at the

14280 Azurite Street Northwest
Ramsey, Minnesota 55303

in

Anoka County
Minnesota

BY

Certified Appraisal Services

Mark R. Schwab
License #20005641

as of

January 31, 2013

Certified Appraisal Services

Federally Certified Appraisers
13016 Owatonna Street Northeast
Blaine, Minnesota 55449

THIS IS A RESTRICTED USE REPORT
(The cost and income approaches are not relevant to estimate value)
This report is intended for the use of the client only and may not be be fully understood without data contained in the appraisers' workfile.

February 5, 2013

Mr. Patrick Brama, Management Analyst
City of Ramsey
7550 Sunwood Drive Northwest
Ramsey, Minnesota 55303

RE: 4.80± Acres of Vacant Industrial Land
14280 Azurite Street Northwest
Ramsey, Minnesota 55303

Dear Mr. Brama:

Pursuant to your request, we have made a careful inspection of the captioned property, which is more particularly described as Lot 1, Block 1, Sunfish Lake Business Park 4th Addition, Ramsey, Minnesota, and have made a study of the conditions affecting its value. The property rights appraised consist of title in fee simple, subject to easements and special assessments of record, if any.

THE PURPOSE AND INTENDED USE OF THIS APPRAISAL IS:

To estimate the market value of subject property, as of our inspection date which is January 31, 2013, which value will be used by The City of Ramsey as a resource for making internal business decisions.

This appraisal conforms to "USPAP" and is made subject to certain limiting conditions and assumptions as hereinafter expressed. Such facts and information contained herein were obtained from sources that we considered reliable and are true to the best of our knowledge.

The following is a restricted use report and states our method of approach, contains data gathered in our investigation, but **does not** demonstrate our analysis in arriving at the estimation of market value for the subject property. All analysis is contained in the appraisers' workfile and may be viewed by the client only. **THE APPRAISERS HAVE ELECTED TO INCLUDE ALL ANALYSIS IN THE CLIENTS REPORT.** The client has been informed that a restricted use report contains minimum analysis and a photocopy will not be provided for any other party. The client has been informed that a restricted use report should not be used for underwriting purposes. The client has been informed that a restricted use report is intended for internal uses such as, foreclosures, OREO's and abundance of caution only.

DEFINITION OF MARKET VALUE:

Market value as defined in *The Appraisal of Real Estate, Appraisal Institute, 12th Edition*, is "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 sale as of a specific 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 acting in what they consider their best interests;

3. a reasonable time is allowed for exposure in the open market;

4. payment is made in terms of cash in United States 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 sale concessions granted by anyone associated with the sale."

This federal definition is compatible with the definition of market value cited in the current edition of *The Dictionary of Real Estate Appraisal*. The federal definition requires that the effect on property value of any special or creative financing or sales concessions be determined and that the opinion of value reflect cash equivalent terms. Special financing or sales concessions often characterize transactions in depressed markets. This definition was developed to address categories of appraisal assignments in a real estate market characterized by unique circumstances.

EXTENT OF THE PROCESS OF COLLECTING, CONFIRMING AND REPORTING DATA: includes (1) an inspection of the subject site, (2) consideration of neighborhood characteristics, (3) use of sales data from the county assessor and private data collection services, (4) use of the closed appraisal files, and (5) personal inspection of all comparable sales.

CONTINGENT AND LIMITING CONDITIONS AND ASSUMPTIONS:

1. The certification of the appraisers appearing in the appraisal report is subject to the following conditions and assumptions and to such other specific and limiting conditions and assumptions as are set forth by the appraisers in the report.

2. The appraisers assume no responsibility for matters of a legal nature affecting the property appraised or the title thereto, nor do the appraisers render any opinion as to the title, which is assumed to be good and marketable. The property is appraised as though under responsible ownership.

3. Any sketch in the report shows approximate dimensions and is included to assist the reader in visualizing the property. The appraisers have made no survey of the property.

4. The appraisers have examined the available flood maps that are provided by the Federal Emergency Management Agency and have noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraisers are not surveyors, no guarantee, express or implied, is made regarding this determination.

5. The appraisers are not required to give testimony or appear in court because of having made the appraisal with reference to the property in question, unless arrangements to do so have been made beforehand.

6. Any distribution of the valuation in the report between land and improvements applies only under the existing program of utilization. The separate valuations for land and building must not be used in conjunction with any other appraisal and are invalid if so used.

7. Disclosure of the contents of the appraisal report is governed by the Uniform Standards of Professional Appraisal Practice and the Laws of the State of Minnesota.

8. Neither all nor any part of the content of the report, or copy thereof (including conclusions as to the property value, the identity of the appraisers, professional designations, reference to any professional appraisal organizations, or the firm with which the appraisers are connected) shall be used for any purpose by anyone except the client specified in the report, by any department, agency, or instrumentality of the United States, or by any department, agency, or instrumentality of the State of Minnesota without the previous written consent and approval of the appraisers.

9. The appraisers are aware of the competency provision of the USPAP and the appraisers of this report meet the standards. The appraisers have extensive appraisal experience with similar properties in and around the Minneapolis-St. Paul Metropolitan area. The appraisers have full knowledge and experience in the nature of this assignment.

10. The appraisers are aware of the Gramm-Leach-Bliley Act (G-L-B Act) effective July 1, 2001. The Federal Trade Commission (FTC)has adopted regulations to implement the G-L-B Act.[1] These regulations apply to appraisers as well as other providers of financial services and states that non-public personally identifiable information is not to be disseminated or re-used.

    The appraisers have formed the opinion that income and expense information (lease comparables) and newly constructed building information (new building cost comparables) obtained, either through interviews in the field or appraisal assignments, are considered non-public personally identifiable information and can not be disseminated under the G-L-B Act and FTC Privacy Rule.

11. The value herein assigned is based on conditions which are applicable as of the date of the appraised value. This value may be the same but also may vary at a later date due to changing market conditions. It is the appraiser's opinion that the subject property would sell in an appropriate time period should it be offered on the open real estate market at this time at about the appraised value subject to the appraisal assumptions; but a guarantee of such sale is not implied or warranted.

12. It is assumed that there is full compliance with all applicable federal, state and local environmental regulations and laws unless in compliance is stated, defined and considered in the appraisal report.

13. It is assumed that all required licenses, consents or other legislative or administrative authority from any local, state or national governmental or private entity or organization have been or can be obtained or renewed for any use on which the opinion of value contained in this report is based.

14. It is assumed that the utilization of the land is within the boundaries or property lines of the property described and that there is no encroachment or trespass unless noted within the report.

[1] Federal Trade Commission, Privacy of Consumer Financial Information; Final Rule, 16 CFR Part 313, herein referred to as "FTC Privacy Rule".

15. If the attached appraisal report considers an analysis of existing lease data, this analysis is restricted to the lease terms as provided to the appraiser and not on our review of lease documents. Any review of lease data is also restricted to only economic considerations and not legal provisions or restrictions.

16. Acceptance of and/or use of this appraisal report constitutes acceptance of the foregoing general assumptions and general limiting conditions. After the report is complete and delivered, the scope of this assignment is finished. Certified Appraisal Services, Inc. is available for additional consultation or evaluation work, billed at an hourly rate.

17. This is a Restricted-Use Appraisal Report and is intended to comply with the developing and reporting requirements under Standard Rules 1 & 2 of the Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation and the Financial Institution Reform, Recovery and Enforcement Act of 1989 (FIRREA) Title XI regulations. It is written in a somewhat abbreviated narrative style but is considered to be sufficiently descriptive to allow the reader to follow the reasoning and logic of the appraisal.

18. This is a RESTRICTED USE APPRAISAL REPORT for use by the client only and no part of the report, or copy thereof (including conclusions as to the property value, the identity of the appraisers or the firm with which the appraisers are connected) shall be used for any purpose by anyone but the client specified in the report without the previous written consent and approval of the appraisers.

HYPOTHETICAL CONDITIONS:

1. This appraisal and the value herein estimated assume the subject property is as follows:

According to county records the subject site contains a gross area of 209,284 square feet or about 4.80± acres and the site is 100% buildable. See AERIAL MAP on page 19 for visual representation. The areas mentioned above were obtained from Anoka County Property Records. The appraisers were not supplied with a professional survey of the subject site. If a professional survey is supplied at a later date and it determines the subject site to be larger or smaller than reported in this appraisal, the appraisers reserve the rights to amend this appraisal.

ORDINARY ASSUMPTIONS:

(1) Information, estimates, and opinions furnished to the appraisers, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. The review appraiser assumes all facts, discovered by the appraiser signing this report, are reliable, true and correct. However, the appraisers do not assume responsibility for accuracy of such items that were furnished by other parties.

(2) According to the City of Ramsey Officials, the subject site can not be split due to lack of access. Bunker Lake Boulevard is a county owned road and has restricted access rights. The city owned road, Azurite Street Northwest, does not have adequate frontage to split the parcel.

(3) The effective date of this appraisal is the same as the inspection date.

EXTRAORDINARY ASSUMPTIONS:

1. The appraisers assume that there are no hidden or unapparent conditions of the property, subsoil, or structures, which would render it more or less valuable. The appraisers assume no responsibility for such conditions, or for engineering which might be required to discover such factors.

2. The value estimated is based on the assumption that the property is not negatively affected by the existence of hazardous substances or detrimental environmental conditions unless otherwise stated in the report. The appraisers are not experts in the identification of hazardous substances or detrimental environmental conditions. The appraisers' routine inspection of and inquiries about the subject property did not develop any information that indicated any apparent significant hazardous substances or detrimental environmental conditions which would affect the property negatively unless otherwise stated in this report. It is possible that tests and inspections made by a qualified hazardous substance and environmental expert would reveal the existence of hazardous substances or detrimental environmental conditions on or around the property that would negatively affect its value.

SALE HISTORY:

The subject property **has not** been sold during the past three years. **It should be noted, the subject is currently listed by the City of Ramsey for sale and the asking price is $376,500 or about $1.80 per square foot.** The appraisers have estimated the market value of the subject property at $420,000 or $2.00 per square foot with a marketing time of twelve to twenty-four months. The listing price should reflect a shorter marketing time.

MARKETING TIME:

(1) A reasonable exposure time for the subject is estimated to have been from one to two years. (2) A reasonable marketing time for the subject site is estimated to be about twelve to twenty-four months.

ZONING-FLOOD INFORMATION:

(1) According to the Ramsey Zoning Ordinance the subject is currently zoned E1; Employment District. The subject property is vacant land and no discussion is necessary on legal and/or conforming use in this zoning district. (2) According to the FEMA Flood Map Number 270681-0020B, dated November 1, 1979, the subject property is located in Zone C. Zone C is not within the 100 year flood hazard zone. A copy of the flood map is contained in the appraisers' file.

TITLE:

Fee title to the subject property is vested in: **City of Ramsey.** See copy of county property records in the addendum.

LEGAL DESCRIPTION:

PID#'s 27-32-25-42-0015. Lot 1, Block 1, Sunfish Lake Business Park 4th Addition.

ASSESSOR'S MARKET VALUE:

The Anoka County Assessor has placed estimated market values on the subject property as follows:

Land	(2010 EMV)	all parcels		$ 395,900
Improvements	(2010 EMV)			0
Total	(2010 EMV)	all parcels		$ 395,900
Land	(2011 EMV)	all parcels	(05%⇓)	$ 376,500
Improvements	(2011 EMV)			0
Total	(2011 EMV)	all parcels		$ 376,500
Land	(2012 EMV)	all parcels	(11%⇓)	$ 339,000
Improvements	(2012 EMV)			0
Total	(2012 EMV)	all parcels		$ 339,000

PROPERTY TAX INFORMATION:

Real estate taxes due in 2012: City Owned - Tax Exempt
Special Assessment taxes due in 2012: City Owned - Tax Exempt

The value herein estimated assumes that delinquent real estate taxes and special assessments, if any, are paid in full.

NEIGHBORHOOD DESCRIPTION:

The City of Ramsey is a mostly stable community with convenient access to all areas. The latest population records available indicate the population in 2010 was 23,668 which is an increase of about 28% from the population in 2000 of 18,510. The topography is mostly level to rolling land under mixed uses of mixed styles, sizes, ages and values. Growth rate is stable and property values have mostly stabilized since 2007 and in many cases (residential) are declining. Supply and demand of residential single family lots appears to be out of balance. There is an over supply and under demand of residential building sites as the residential market continues to recover. Most developer's are holding steady and are not purchasing land for future developments and many have discounted existing lot prices to sell off inventory. The number of foreclosed properties in the market have stabilized since 2010/2011. The result of many bank owned properties is declining sale prices. Commercial/industrial land values stabilized through 2006 and have been declining from 2007 through the end of 2011. Commercial/industrial land values appear to be mostly stable during 2012. It appears there is a slight over supply and under demand of vacant commercial/industrial land for future development in the area which is driving prices down and marketing times longer. According to the City of Ramsey, there are 3 industrial land parcels on the market for sale and many commercial and residential parcels on the market. One industrial parcel is .95 acres and listed for $112,100 or $2.71 per square foot, another is 4.14 acres and listed at $488,700 or $2.71 per square foot and 1.24 acres and listed at $176,800 or $$3.27 per square foot. Property compatibility and appearance are average. Most commercial buildings are wholly or partially owner occupied and the vacancy rate has been increasing to about 8% to 15%.

According to land reports completed by Welsh Company, **the Twin Cities land market** continues a slow recovery. Land values, led by residential land, have decreased significantly in the last 3 to 4 years. The demand that does exist is limited to opportunistic purchases and smaller retail uses with limited development of office and industrial product. Pricing now appears to be at or near the bottom.

The presence of lender-owned land continues to be influential on land sales. Some lenders are able to take lower prices on their foreclosed land while others hold the land and wait for the market to recover. Any landowner putting property on the market for sale feels the drag of reduced bank-owned sale prices as they attempt to place a value on their properties.

Senior and residential multi-unit housing developers are active in the market as demand for these product types surges. The ability to secure financing on land purchase can be an impediment to closing deals. We are starting to see increasing interest from developers motivated to secure land positions in preparation for the next development cycle. They expect demand to be strong from large retailers seeking new locations over the next 18 to 36 months. In addition, corporations that survived the recession are beginning to consider building new facilities and will be looking for land sites. We are optimistic about the stronger close to 2011 and expect increasing growth in 2012 and 2013.

SUBJECT SITE DESCRIPTION:

The subject site is located on the northeast corner of Bunker Lake Boulevard and Azurite Street Northwest in the southeastern part of the City of Ramsey. See CITY MAP and ZONING MAP for visual representation. The subject site consists of one platted lot. See AERIAL MAP for visual representation.

The subject of this appraisal has a total area is 209,284 square feet or about 4.80± acres, of which 100% is usable. The topography is mostly level and is at, and above street grade. The subject site has approximately 700± lineal feet of frontage along Bunker Lake Boulevard and approximately 300± lineal feet of frontage along Azurite Street Northeast.

SUBJECT SITE IMPROVEMENTS DESCRIPTION:

The subject has access to city sewer and water. All public utilities (natural gas, electric and telephone) are available.

SUBJECT BUILDING DESCRIPTION:

There are no structural improvements on the subject site.

SUBJECT INSPECTION:

Neither the owner nor the owner's representative were present at the inspection. Photos of the subject are on pages 11 through 14, a city map is on page 16, a zoning map is on page 17, a plat map is on page 18 and a aerial map is on page 19.

FUNCTIONAL AND EXTERNAL OBSOLESCENCE:

1. After personally inspecting the subject site, the appraisers have formed the opinion that no functional obsolescence exists.

2. After personally inspecting the immediate vicinity of the subject property, the appraisers have formed the opinion that external obsolescence exists in the form of poor economic market conditions, vacant land values have been declining from 2007 to the present.

HIGHEST AND BEST USE:

The zoning, function and utility of the subject property clearly indicate that the highest and best use of the subject property, as unimproved, is as vacant industrial land, and, as improved, is as a building site for an industrial enterprise as market conditions improve.

EXCLUSION OF USUAL VALUATION APPROACHES:

Two of the usual valuation approaches were excluded; one of the three universally accepted approaches to value was used in this analysis. The cost approach and income approaches are not relevant to estimate the value of vacant land.

APPRAISAL PROCEDURES FOLLOWED:

The appraisers have considered the following specific data about the subject property.

1. location
2. absorption
3. view
4. appeal
5. access

The appraisers have considered the following specific market data and neighborhood characteristics.

1. supply and demand for industrial land
2. comparable sales of industrial land

CERTIFICATION:

The appraisers certify that, to the best of our knowledge and belief: (1) The statements of fact contained in this report are true and correct. (2) The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are our personal, impartial, and unbiased professional analyses, opinions and conclusions. (3) We have no present or prospective interest in the property that is the subject of this report, and we have no personal interest with respect to the parties involved. (4) We have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment. (5) Our engagement in this assignment was not contingent upon developing or reporting predetermined results. (6) Our compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal. (7) The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics & Standards of Professional Appraisal Practice. (8) The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives. (9) Mr. Mark Schwab personally inspected the subject property. (10) No one provided significant real property appraisal assistance to the person signing this certification. (11) We are aware of the competency provision of the USPAP and the appraisers of this report meet the standards. (12) The appraiser signing this report **has not** previously appraised the subject property in the past three years.

ESTIMATE OF VALUE:

By virtue of our investigation and analysis we have formed the opinion that the value of the subject property, based on an exposure time of twelve to twenty-four months and a marketing time of twelve to twenty-four months, as of January 31, 2013, which is the date of our inspection, is:

$ 420,000

Respectfully submitted,

Certified Appraisal Services

Mark R. Schwab
Certified General
Real Property Appraiser
License Number 20005641
All Types of Property

PHOTO PAGE 1

PHOTO #1



VIEW OF SUBJECT SITE

Taken from POINT 1

Looking to the NORTHWEST

PHOTO #2



VIEW OF SUBJECT SITE

Taken from POINT 1

Looking to the SOUTHWEST

PHOTO PAGE 2

PHOTO #3



VIEW OF SUBJECT SITE

Taken from POINT 2

Looking to the SOUTHEAST

PHOTO #4



VIEW OF SUBJECT SITE

Taken from POINT 2

Looking to the NORTHEAST

PHOTO PAGE 3

PHOTO #5



STREET SCENE

Taken from POINT 3

Looking to the NORTH along Bunker Lake Boulevard

PHOTO #6



STREET SCENE

Taken from POINT 3

Looking to the SOUTH along Bunker Lake Boulevard

PHOTO PAGE 4

PHOTO #7



STREET SCENE

Taken from POINT 3

Looking to the EAST along Azurite Street Northwest

PHOTO #8



STREET SCENE

Taken from POINT 3

Looking to the WEST along 143rd Avenue Northwest

SECTION 21
MAPS, DIAGRAMS, SKETCHES

The following four pages detail Maps, Diagrams and Sketches.

CITY MAP Shows the location of the subject in relation to the City of Ramsey.

ZONING MAP Shows the location of the subject in relation to the various zoning districts in the City of Ramsey.

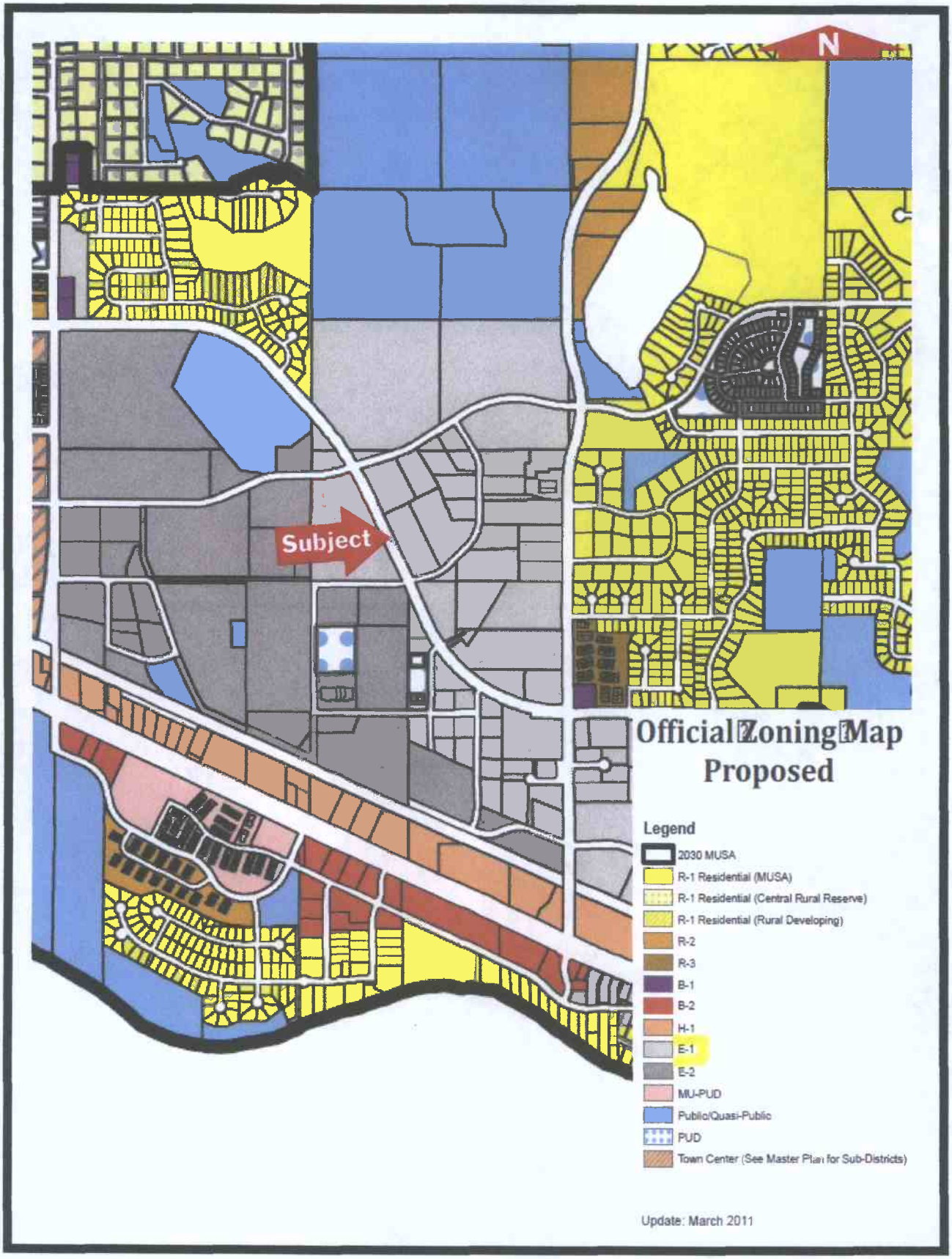
PLAT MAP Shows the location of the subject site in relation to other parcels in the immediate area.

AERIAL MAP Shows detail aerial view of the subject site and shows the location of the various photo shots.

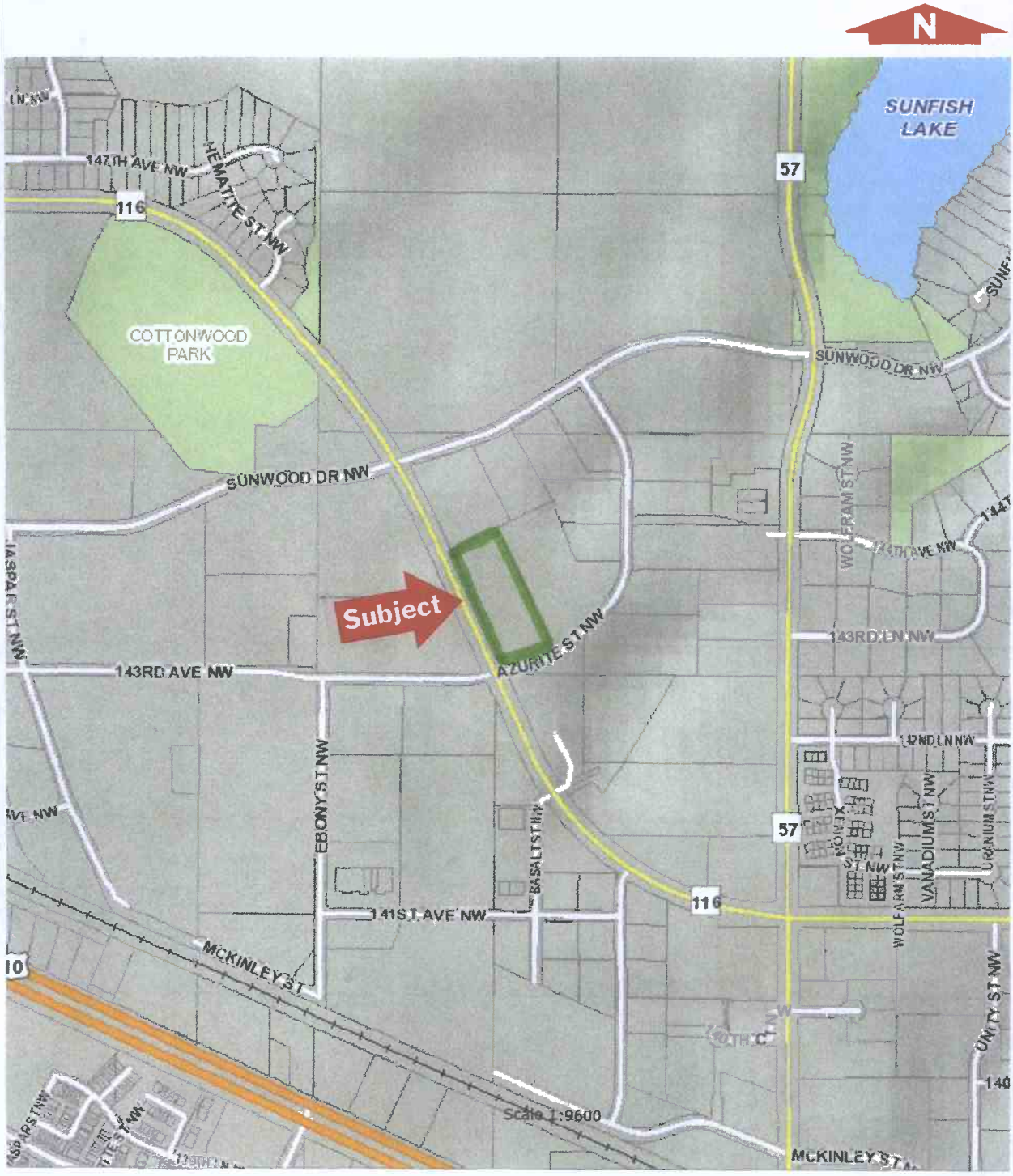
CITY MAP


DeLorme
DeLorme Street Atlas USA® 2010
179TH LN NW
CR 63
CR 83
CR 7
ROANOKE ST NW
7TH AVE NW
Central Park
SAINT FRANCIS BLVD
Rum River
Ramsey
Grass Lake
SUBJECT
CR 116
CR 56
CR 12
Rum River Park
Cloquet Island
Mississippi River
Kings Island
Highland Park
North River Park
DAYTON RD
Anoka
Data use subject to license.
© DeLorme. DeLorme Street Atlas USA® 2010
www.delorme.com
MN (0.5° E)
0 ¼ ½ ¾ 1 1¼ mi
Data Zoom 12-0

ZONING MAP


N
Subject
Official Zoning Map
Proposed
Legend
2030 MUSA
R-1 Residential (MUSA)
R-1 Residential (Central Rural Reserve)
R-1 Residential (Rural Developing)
R-2
R-3
B-1
B-2
H-1
E-1
E-2
MU-PUD
Public/Quasi-Public
PUD
Town Center (See Master Plan for Sub-Districts)
Update: March 2011

PLAT MAP



GROSS SITE AREA, PER COUNTY

209,284 SQUARE FEET - 4.80± ACRES

AERIAL MAP


N
BUNKER LAKE BLVD NW
Subject
143RD AVE NW
ADAMS ST NW
CRANBERRY LAKE DR NW
6690
6640
6600
14440
14410
14350
14200
6700
6650
6750
1080
1
2
3

ADDENDUM

SECTION 28
DIRECT SALES COMPARISON APPROACH

The appraisers have cited four recent sales of industrially zoned parcels located in the subject's immediate market area and/or surrounding similar communities and have considered them in the direct sales comparison analysis which follows. The description includes a percentage adjustment reflecting market reaction to those items of significant variation between the subject and the comparable land sales. If a significant item in the comparable land sale is superior to, or more favorable than, the subject site, a minus (-) adjustment is made, thus reducing the value of the subject site. If a significant item in the comparable land sale is inferior to, or less favorable than, the subject site, a plus (+) adjustment is made, thus increasing the value of the subject site.

All parcels have been personally viewed by the appraisers and detail sheets for each are contained in the addendum. If possible, Certificates of real estate value for all land sales are contained in the appraisers' files.

Appropriate adjustments are made to adjust for market condition (-10% per year from 2008 to the present), financing, time (no adjustment made), location, zoning, size, utility, utilities and appeal. All sizes listed are for the net area only. Appeal adjustments take into consideration platting, access, corner influence and other factors that may positively or negatively affect value.

The appraisers will use a -10% per year marketing condition adjustment on all sales from 2008 to the present in the following analysis.

The subject and comparable land sales one, two, three and four are arrayed on the next page in the Direct Sales Comparison Grid.

DIRECT LAND COMPARISON GRID

ITEM	SUBJECT	COMPARABLE 1		COMPARABLE 2		COMPARABLE 3		COMPARABLE 4	
SALE DATE	01/31/13	06/14/12		07/01/11		04/04/12		10/07/09	
PROXIMITY		4.2 miles NW		13 miles SE		14.8 miles SE		4 lots NE	
SALE PRICE		$ 471,772		$ 760,000		$ 282,660		$ 325,000	
FINANCING		Cash		Cash Equival		Cash Equival		Conventional	
SIZE/SQ FT	209,284 SF	269,636 SF		239,580 SF		92,458 SF		130,680 SF	
	DESCRIPTION	DSCPTN	± ADJ	DSCPTN	± ADJ	DSCPTN	± ADJ	DSCPTN	± ADJ
ADJ $/SQ FT			1.75		3.17		3.06		2.49
MARKET CONDITION			- 06%		- 15%		- 08%		- 33%
ADJ $/SQ FT			**1.65**		**2.69**		**2.82**		**1.67**
FINANCING			nil		nil		nil		nil
ADJ $/SQ FT			**1.65**		**2.69**		**2.82**		**1.67**
TIME ADJUST			nil		nil		nil		nil
ADJ $/SQ FT			**1.65**		**2.69**		**2.82**		**1.67**
LOCATION	RAMSEY BUNKER/AZURITE	ELK RV GATEWAY RD	nil	FRIDLEY HICKORY ST	- 10%	BLAINE 103TH CT	- 20%	RAMSEY SUNFISH LK BLVD	nil
ADJ $/SQ FT			**1.65**		**2.42**		**2.26**		**1.67**
ZONING	E-1	I-3	nil	M-4	nil	I-1	nil	E-1	nil
SIZE/SQ FT	209,284	269,636	nil	239,580	nil	92,458	- 10%	130,680	- 05%
UTILITY	AVERAGE	AVERAGE	nil	AVERAGE	nil	AVERAGE	nil	AVERAGE	nil
UTILITIES	ALL CITY	WELL/SEP	+ 25%	ALL CITY	nil	ALL CITY	nil	ALL CITY	nil
APPEAL	AVERAGE	AVG/FR	+ 05%	AVERAGE	nil	AVERAGE	nil	AVERAGE	nil
ADJUSTMENTS			+ 30%		nil		- 10%		- 05%
IND VAL/SQ FT			2.15		2.42		2.03		1.59

CORRELATION OF THE LAND SALES COMPARISON APPROACH

The subject property was compared to the preceding four land sales. These sale properties are considered to be the best available for comparison to the subject property and are considered to be an accurate reflection of the current demand for these types properties.

Comparable sales one and three are about equally most recent. Comparable sale two is least adjusted and most similar in size. Comparable sale three is most proximate but is the oldest sale.

The direction of adjustments is mixed; subject is bracketed. The range in price indicated by the forgoing adjustment analysis is from $1.59 to $2.42 per square foot. The midpoint of the range is $2.01 per square foot and the average is $2.05 per square foot. The median sale price is $2.09 per square foot.

In consideration of the data presented and after analysis and adjustment of the previously reported comparable sales, we have estimated a value of $2.00 per square foot of the land size for the subject property.

209,284 Sq Ft (Land Size) X $2.00 (Value/Sq Ft) = $ 418,568

INDICATED VALUE BY DIRECT LAND COMPARISON APPROACH (ROUNDED):

$ 419,000

SECTION 29
RECONCILIATION AND FINAL VALUE ESTIMATE

Indicated Value of Subject by the Cost Approach	**Not Estimated**
Indicated Value of Subject by the Income Approach	**Not Estimated**
Indicated Value of Subject by the Direct Sales Comparison Approach	**$ 419,000**

The Cost Approach will not be used to estimate value, because there are no structural improvements to the subject property. This appraisal is of the subject vacant land.

The Income Approach will not be used to estimate value, because vacant land is seldom purchased for income production.

The Direct Sales Comparison Approach is believed to offer a good indication of value since it reflects current decisions of buyers in the marketplace. All weight is placed on the direct sales comparison approach.

ESTIMATED VALUE OF SUBJECT PROPERTY	$ 419,000
ROUNDED	**$ 420,000**

FIRREA STATEMENT

As per FIRREA bulletin #94-55, last updated June 7, 1994, the OCC, FRB, FDIC and OTS have agreed to reduce the original FIRREA supervisory appraisal standards from 14 to 5. The accompanying appraisal **does** meet or exceed the following FIRREA Standards:

1. Complies with Uniform Standards for Professional Appraisal Practice (USPAP).

2. Is sufficiently written and informative to support the institution's lending decision.

3. Analysis, deductions and/or discounts are appropriately discussed, when necessary.

4. Is based on the definition of Market Value as stated earlier in this appraisal.

5. This appraisal was performed by a State licensed or Certified appraiser.

MARK R. SCHWAB

Certified General Real Property Appraiser

Formal Education

Hennepin Technical College (Appraisal)	Eden Prairie, Minnesota
Anoka Technical College (Electrician)	Anoka, Minnesota
Harding High School	Saint Paul, Minnesota

Professional Education

14th Annual Market Trends	2012	Appraisal Institute
13th Annual Market Trends	2011	Appraisal Institute
USPAP Update	2011	Appraisal Institute
Analyzing Tenant Credit Risk	2011	Appraisal Institute
Architectural Tour - Target Field	2010	Appraisal Institute
Appraising Distressed Comm. RE	2009	Appraisal Institute
Supporting Capitalization Rates	2009	Appraisal Institute
Subdivision Valuation	2009	Appraisal Institute
USPAP Update	2009	Appraisal Institute
RE Finance, Statistics & Valuation	2008	Appraisal Institute
Appraising for Alternate Use	2008	Appraisal Institute
Office Building Valuation	2008	Appraisal Institute
USPAP Update	2007	Appraisal Institute
USPAP Update	2005	Appraisal Institute
Subdivision Valuation	2005	Appraisal Institute
Evaluating Commercial Construction	2005	Appraisal Institute
2004 Real Estate Trends	2004	Appraisal Institute
RE Investmt Analysis & Valuation I	2004	Appraisal Institute
RE Investmt Analysis & Valuation II	2004	Appraisal Institute
USPAP Update	2003	Appraisal Institute
DNR Appraisal Changes	2002	Department of Natural Resources
USPAP Update	2002	Prosource
Appraisal Consulting	2002	Appraisal Institute
Real Estate Trends	2002	Appraisal Institute
Damages: Assessment and Testimony	2001	McKissock Data Systems
Appraiser as Expert Witness	2001	McKissock Data Systems
2001 USPAP Review	2000	Prosource
Investment & Financial Analysis	2000	Prosource
2000 USPAP Review	1999	The Appraisal Foundation
Instructor Training	1999	The Appraisal Foundation
1999 USPAP Standards & Ethics Update	1998	Prosource
Basic Financial Training	1998	Prosource
Independent Contractor or Employee?	1998	Prosource
Business Planning for Appraisal Prof	1998	Prosource
Office and Retail Appraisal	1996	Prosource
Advanced Yield Capitalization	1996	Prosource
URAR Report (1993 Rev) Seminar	1994	Prosource
Market Data by Abstraction, Part 2	1994	MN Assoc of Prof Appraisers
Environmental Hazards	1994	MN Assoc of Prof Appraisers
Direct Capitalization, Part Two	1994	MN Assoc of Prof Appraisers
New Construction, Residential-1	1993	MN Assoc of Prof Appraisers
Retail and Shopping Center Trends	1993	MN Assoc of Prof Appraisers
Minnesota DNR Lakeshore Sales	1993	MN Assoc of Prof Appraisers
Direct Capitalization, Part One	1993	MN Assoc of Prof Appraisers
Principals of Market Abstraction	1993	MN Assoc of Prof Appraisers
Standards of Professional Practice	1992	Hennepin Technical College
Residential Real Estate Appraisal	1992	Hennepin Technical College
Commercial Blueprint Readings	1988	Anoka Technical College
Residential Blueprint Reading	1986	Anoka Technical College

Professional History

Real Estate Appraiser	1994-Present	State of Minnesota
Real Estate Appraiser	1998-2003	Western Wisconsin
Real Estate Appraiser	1992-1994	East Central Minnesota
Electrical Inspector; Honeywell	1979-1991	Minneapolis, Minnesota

Affiliations

Minnesota Association of Real Estate Appraisers
Minnesota Association of Professional Appraisers

Welcome to the Web site of
Anoka County
Minnesota

Property Account Summary

Current General Information	
Property ID	27-32-25-42-0015
Situs Address	14280 AZURITE ST NW , RAMSEY, MN 55303
Property Description	LOT 1 BLOCK 1 SUNFISH LAKE BUSINESS PARK 4TH, SUBJ TO EASE OF REC
Last Sale Price	
Last Sale Date	
Last Sale Document Type	
Linked Property Group Position	
Status	Active
Abstract/Torrens	All Torrens

Parties	
Role	Name
Owner	RAMSEY CITY OF

Document Recording Process Dates	
Abstract Documents Have Been Recorded Through	01/25/2013
Abstract Documents Have Been Mailed Through	01/25/2013
Torrens Documents Have Been Recorded Through	01/24/2013
Torrens Documents Have Been Mailed Through	01/24/2013

Active Certificates Of Title		
Type	Certificate Number	Certificate Date
CRTST CERTIFICATE OF TITLE - STANDARD	97074	10/22/2002
CRTST CERTIFICATE OF TITLE - STANDARD	113700	08/18/2008

Documents Recorded Within 30 Days Of "Recorded Through" Dates Above			
Type	Abstract/Torrens	Recorded Number	Recorded Date
No Documents Found			

Property Characteristics	
Lot Size	SE300*699*280*763

* Lot Size: Approximate lot size in feet, clockwise beginning with the direction the lot faces

Tax District Information	
City Name	RAMSEY
School District Number and Name	ANOKA-HENNEPIN SCHOOL DISTRICT #11

Property Classification		
Tax Year	Classification	
2012	5E-Exempt Properties	
2011	5E-Exempt Properties	

Property Values		
Tax Year	Description	Amount
2013	Est Market (MKTTL)	339,000
2013	Taxable Market (TMTV)	339,000
2013	Market Value Prior to Hstd Excl. (TMVP)	339,000
2013	Est Market Land (MKLND)	339,000
2012	Market Value Prior to Hstd Excl. (TMVP)	376,500
2012	Taxable Market (TMTV)	376,500

2012	Est Market (MKTTL)	376,500
2011	Taxable Market (TMTV)	395,900
2011	Est Market (MKTTL)	395,900

Tax Amounts for M1PR

Tax Year	Description	Amount
2012	Total Tax Amounts - Before Payments	0.00
2012	Special Assessments (Included in Total)	0.00

Payment History for Past Three Years

Date Paid	Tax Year	Principal	Interests, Penalties and Costs	Amount Paid
No Payment Records Found				

No Charges are currently due.

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Version 1.0.4367.23769

PROPERTY PROFILE: CITY OF RAMSEY

NUMBER: 27
ADDRESS: 14280 AZURITE ST NW
PID: 273225420015
LEGAL: Lot 1, Block 1, Sunfish Lake Business Park Fourth Addition, Anoka County, Minnesota
ACRES: 4.80
VALUATION: $376,500
ZONING: E1 Employment District
MUSA: Yes
GIS IMAGE:



DESCRIPTION: The subject property is located on the north side of Azurite Street and the east side of Bunker Lake Boulevard. This property is zoned Employment District, it is surrounded by manufacturing, and is part of the Sunfish Lake Business Park. The City acquired the subject property from Waste Management in 1991.

WETLAND: No reason to use property for wetland banking. There are no issues with stormwater/ drainage that would make this property unusable; or, effect adjacent properties.



City of Ramsey

COMMUNITY PROFILE

BACKGROUND:

Located in the Twin Cities Metro, the City of Ramsey enjoys many of the amenities of a large city while retaining the benefits of a small community.

EDA

Ramsey EDA
The primary objective of the Economic Development Commission is to aid, assist and promote the growth and expansion of commercial, retail and industrial development in the City of Ramsey.

Quick Facts

DEMOGRAPHICS:

- 2010 Population 23,668 (23% increase, #1 in Anoka)
- Median Household Income: 76,560
- Unemployment: 8.6%

LABOR MARKET:

- Labor Force: 14,577
- Over 10,000 peoples between ages 20-49 (over 50%)
- 2,000 manufacturing jobs in 2011 (30.5%)
- Over 600 existing businesses & non-profit organizations

EDUCATION:

- Over 50 universities located within 50 miles (Anoka Technical College)

UTILITIES:

- Electric Provider: Connexus Energy
- Gas Provider: CenterPoint Energy
- Water/Sewer: City of Ramsey

Source: Minnesota Department of Employment and Economic Development, 2012

City of RAMSEY

Patrick Brama, Management Analyst

PHONE: 763-433-9903 **EMAIL:** pbrama@ci.ramsey.mn.us
ADDRESS: 7550 Sunwood Drive, Ramsey, MN 55303

Full Community Details (Ramsey, Minnesota)

People	
Population	24,097
Labor Force	14,664
Job Growth Rate	25.04%
Unemployment Rate	7.45%
Median Age	34.32

Labor Force	
Bachelors Degree or higher	26.73%
High School Degree or higher	94.35%
White Collar Workers	51%
Blue Collar Workers	48%
Universities in Community	0
Universities in Community + 50 miles	53
Community Colleges in Community	1
Community Colleges in Community + 50 miles	12

Budgets	
Household Expenditures (Average)	64,639
Household Income (Median)	81,357
Home Values	233,600

Transportation	
Commute Travel Time (minutes)	29
International Airports in Community	0
International Airports in Community + 50 miles	1
Domestic Airports in Community	0
Domestic Airports in Community + 50 miles	1
Distance to Interstate (miles)	4
Distance to Rail (miles)	In Community
Latitude	45.2618587751
Longitude	-93.4493853035

Overview

The City of Ramsey is a northwestern Twin Cities metropolitan city that has much to offer to businesses, residents and visitors. Ramsey is currently involved in developing an exciting transit oriented project called Ramsey Town Center that will include housing, commercial, office and mixed use elements. US Trunk Highway 10, which is the fastest growing corridor in the State of Minnesota and second fastest in the nation, runs through the heart of Ramsey and possesses great development potential. The City of Ramsey is bordered entirely on the south and east by the scenic beauty of the Mississippi and Rum Rivers. Many parks and an extensive trail system are readily accessible to residents, visitors and the workforce. Ramsey is an exciting community that has unlimited potential.

Population

1990 Census	12,408
2000 Census	18,510

Electricity

Provider Name	Connexus Energy
Phone	763-323-2650
Website	www.connexusenergy.com
Contact	Connexus Energy
Contact Phone	763-323-2650

Natural Gas

Provider Name	CenterPoint Energy Minnegasco
Phone	612-372-4664
Website	www.minnegasco.centerpointenergy.com
Contact	CenterPoint Energy
Contact Phone	612-372-4664

Labor Force Report (Ramsey, Minnesota)

Total Establishments
588

Total Employees
6,524

Total Establishments by Size (2012)	TOTAL	%
1-4 Employees	327	55.61
5-9 Employees	111	18.88
10-19 Employees	70	11.90
20-49 Employees	53	9.01
50-99 Employees	17	2.89
100-249 Employees	7	1.19
250-499 Employees	3	0.51
500-999 Employees	0	0.00
1000+ Employees	0	0.00

Total Employees by Major SIC (2012)	TOTAL	%
Agricultural, Forestry, Fishing (SIC Range 01-09)	108	1.66
Mining (SIC 10-14)	0	0.00
Construction (SIC 15-17)	658	10.09
Manufacturing (SIC 20-39)	2,047	31.38
Transportation and Communications (SIC 40-49)	507	7.77
Wholesale Trade (SIC 50-51)	359	5.50
Retail Trade (SIC 52-59)	1,043	15.99
Finance, Insurance And Real Estate (SIC 60-69)	245	3.76
Services (SIC 70-89)	1,393	21.35
Public Administration (SIC 90-98)	143	2.19
Unclassified (SIC 99)	21	0.32

Total Businesses by Establishment Type (2012)	TOTAL	%
Agriculture, Forestry and Fishing	2	0.34
Agricultural Services	18	3.06
Coal and Ore Mining	0	0.00
Oil and Gas	0	0.00
General Construction	32	5.44
Heavy Construction	67	11.39
Food Manufacturing	0	0.00
Tobacco Manufacturing	0	0.00
Textile Mills	1	0.17
Apparel and Textile Manufacturing	2	0.34
Lumber and Wood Production	3	0.51
Furniture Manufacturing	1	0.17
Paper Manufacturing	3	0.51
Printing and Publishing	5	0.85
Chemicals	0	0.00
Petroleum Refining	1	0.17
Rubber and Plastics	2	0.34
Leather Manufacturing	0	0.00
Stone, Glass, and Concrete	0	0.00
Metals Fabrication	11	1.87
Machinery and Equipment Manufacturing	47	7.99
Transportation	9	1.53
Travel Services	1	0.17
Transport Services	1	0.17
Communications	3	0.51
Utilities	4	0.68
Durables Wholesale	32	5.44
Non Durables Wholesale	7	1.19
Building Materials, Hardware and Garden	16	2.72
General Merchandise Stores	4	0.68
Food Markets	3	0.51
Convenience Stores	5	0.85
Other Food Stores	1	0.17
Auto Dealers and Gas Stations	24	4.08
Clothing Stores	3	0.51
Furniture Stores	8	1.36
Home Furnishings	4	0.68
Electronics and Computer Stores	3	0.51
Music Stores	0	0.00
Restaurants	11	1.87
Other Food Service	8	1.36
Bars	0	0.00
Drug Stores	1	0.17

Total Employees by Establishment Type (2012)	TOTAL	%
Agriculture, Forestry and Fishing	51	0.78
Agricultural Services	57	0.87
Coal and Ore Mining	0	0.00
Oil and Gas	0	0.00
General Construction	164	2.51
Heavy Construction	494	7.57
Food Manufacturing	0	0.00
Tobacco Manufacturing	0	0.00
Textile Mills	5	0.08
Apparel and Textile Manufacturing	2	0.03
Lumber and Wood Production	60	0.92
Furniture Manufacturing	10	0.15
Paper Manufacturing	114	1.75
Printing and Publishing	29	0.44
Chemicals	0	0.00
Petroleum Refining	5	0.08
Rubber and Plastics	60	0.92
Leather Manufacturing	0	0.00
Stone, Glass, and Concrete	0	0.00
Metals Fabrication	201	3.08
Machinery and Equipment Manufacturing	1,561	23.93
Transportation	49	0.75
Travel Services	2	0.03
Transport Services	2	0.03
Communications	23	0.35
Utilities	431	6.61
Durables Wholesale	238	3.65
Non Durables Wholesale	121	1.85
Building Materials, Hardware and Garden	113	1.73
General Merchandise Stores	6	0.09
Food Markets	76	1.16
Convenience Stores	86	1.32
Other Food Stores	2	0.03
Auto Dealers and Gas Stations	183	2.81
Clothing Stores	13	0.20
Furniture Stores	86	1.32
Home Furnishings	27	0.41
Electronics and Computer Stores	8	0.12
Music Stores	0	0.00
Restaurants	184	2.82
Other Food Service	122	1.87
Bars	0	0.00
Drug Stores	4	0.06

Liquor Stores	4	0.68	Liquor Stores	25	0.38
Specialty Stores	12	2.04	Specialty Stores	98	1.50
Catalog and Direct Sales	1	0.17	Catalog and Direct Sales	10	0.15
Banks and Financial Institutions	12	2.04	Banks and Financial Institutions	102	1.56
Insurance Carriers	0	0.00	Insurance Carriers	0	0.00
Insurance Agents and Brokers	11	1.87	Insurance Agents and Brokers	61	0.94
Real Estate	20	3.40	Real Estate	82	1.26
Hotels and Lodging	2	0.34	Hotels and Lodging	33	0.51
Dry Cleaning and Laundry	2	0.34	Dry Cleaning and Laundry	22	0.34
Beauty and Barber Shops	6	1.02	Beauty and Barber Shops	37	0.57
Other Personal Service	5	0.85	Other Personal Service	12	0.18
Advertising	1	0.17	Advertising	60	0.92
Computer Services	5	0.85	Computer Services	18	0.28
Other Business Services	33	5.61	Other Business Services	282	4.32
Auto Repair/Services	21	3.57	Auto Repair/Services	108	1.66
Miscellaneous Repair Services	11	1.87	Miscellaneous Repair Services	23	0.35
Motion Pictures	5	0.85	Motion Pictures	5	0.08
Entertainment and Recreation Services	9	1.53	Entertainment and Recreation Services	161	2.47
Health and Medical Services	18	3.06	Health and Medical Services	165	2.53
Hospitals	2	0.34	Hospitals	6	0.09
Legal Services	1	0.17	Legal Services	2	0.03
Primary and Secondary Education	3	0.51	Primary and Secondary Education	248	3.80
Colleges and Universities	0	0.00	Colleges and Universities	0	0.00
Social Services	2	0.34	Social Services	6	0.09
Child Care Services	6	1.02	Child Care Services	36	0.55
Museums and Zoos	1	0.17	Museums and Zoos	2	0.03
Membership Organizations	15	2.55	Membership Organizations	81	1.24
Professional Services	20	3.40	Professional Services	83	1.27
Government	5	0.85	Government	143	2.19
Unclassified Establishments	10	1.70	Unclassified Establishments	21	0.32

Total Employees by Occupation (2012)		
	TOTAL	%
Executive, Managers, and Administrators	665	10.19
Business and Financial Operations	235	3.60
Computer and Mathematical Occupations	113	1.73
Architecture and Engineering	206	3.16
Life/Physical/Social Science Occupations	36	0.55
Community and Social Services	53	0.81
Legal	25	0.38
Education/Training/Library	231	3.54
Health Diagnosing and Treating Practitioners	78	1.20
Health Technologists/Technicians	37	0.57
Healthcare Support	42	0.64
Protective Services	50	0.77
Food Preparation/Serving	211	3.23
Building and Grounds Maintenance	230	3.53
Personal Care and Service	160	2.45
Sales	743	11.39
Office and Administrative Support	817	12.52
Farming/Fishing/Forestry	61	0.94
Construction and Extraction	535	8.20
Installation/Maintenance and Repair Workers	270	4.14
Production Workers	1,183	18.13
Transportation Workers	203	3.11
Material Moving	237	3.63

Source: Applied Geographic Solutions, 2012

Demographics Report (Ramsey, Minnesota)

Population (2012)	TOTAL
Population (2012)	24,097

Population (2017)	TOTAL
Population (2017)	25,047

Sex (2012)	TOTAL	%
Male	12,111	50.26
Female	11,986	49.74

Sex (2017)	TOTAL	%
Male	12,567	50.17
Female	12,480	49.83

Age Distribution (2012)	TOTAL	%
0-4	1,752	7.27
5-9	1,825	7.57
10-19	3,812	15.82
20-29	2,867	11.9
30-39	3,437	14.26
40-49	3,839	15.93
50-59	3,395	14.09
60-64	1,341	5.57
65+	1,829	7.59

Age Distribution (2017)	TOTAL	%
0-4	1,764	7.04
5-9	1,755	7.01
10-19	3,779	15.09
20-29	3,275	13.08
30-39	3,286	13.12
40-49	3,462	13.82
50-59	3,673	14.66
60-64	1,627	6.5
65+	2,426	9.69

Race Distribution (2012)	TOTAL	%
White	21,812	90.52
Black	748	3.1
American Indian	128	.53
Asian	635	2.64
Pacific Islander	6	.02
Other	30	.12
Multirace	738	3.06
Hispanic	624	2.59

Race Distribution (2017)	TOTAL	%
White	21,931	87.56
Black	951	3.8
American Indian	179	.71
Asian	769	3.07
Pacific Islander	6	.02
Other	44	.18
Multirace	1,167	4.66
Hispanic	750	2.99

Total Households (2012)	TOTAL	%
Households	8,135	
Families	6,565	80.7

Total Households (2017)	TOTAL	%
Households	8,368	
Families	6,745	80.6

Household Income Distribution (2012)	TOTAL	%
<$10 K	80	.98
$10-$20K	279	3.43
$20-$30K	246	3.02
$30-$40K	443	5.45
$40-$50K	583	7.17
$50-$60K	687	8.44
$60-$75K	1,139	14
$75-$100K	1,939	23.84
> $100K	2,739	33.67

Household Income Distribution (2017)	TOTAL	%
<$10 K	77	.92
$10-$20K	221	2.64
$20-$30K	262	3.13
$30-$40K	361	4.31
$40-$50K	429	5.13
$50-$60K	536	6.41
$60-$75K	914	10.92
$75-$100K	1,907	22.79
> $100K	3,661	43.75

Labor Force Status (2012)	TOTAL	%
Labor Force	14,664	
Employed	13,557	92.45
Unemployed	1,093	7.45
In Armed Forces	14	
Not In Labor Force	3,518	

Labor Force Status (2017)	TOTAL	%
Labor Force	15,551	
Employed	14,670	94.33
Unemployed	865	5.56
In Armed Forces	16	
Not In Labor Force	3,700	

Total Number of Housing (2012)	TOTAL	%
Total Dwellings	8,399	
Owner-Occupied Dwellings	7,382	90.74
Renter-Occupied Dwellings	753	9.26
Housing Units Occupied	8,135	96.86

Total Number of Housing (2017)	TOTAL	%
Total Dwellings	8,617	
Owner-Occupied Dwellings	7,452	89.05
Renter-Occupied Dwellings	916	10.95
Housing Units Occupied	8,368	97.11

Education Attainment (2012)		
	TOTAL	%
Population Age 25+	15,300	
< Grade 9	389	2.54
Grade 9-12	476	3.11
High School	4,164	27.22
Some College	4,144	27.08
Assoc Degree	2,038	13.32
Bach Degree	3,127	20.44
Grad Degree	962	6.29

Education Attainment (2017)		
	TOTAL	%
Population Age 25+	16,020	
< Gr 9	409	2.55
Gr 9-12	500	3.12
High School	4,368	27.27
Some College	4,343	27.11
Assoc Degree	2,137	13.34
Bach Degree	3,259	20.34
Grad Degree	1,004	6.27

Size of Household (2012)		
	TOTAL	%
1 Person	1,122	13.79
2 Person	2,701	33.2
3 Person	1,560	19.18
4 Person	1,644	20.21
5 Person	726	8.92
6+ Person	245	3.01

Size of Household (2017)		
	TOTAL	%
1 Person	1,159	13.85
2 Person	2,784	33.27
3 Person	1,604	19.17
4 Person	1,686	20.15
5 Person	744	8.89
6+ Person	245	2.93

Source: Applied Geographic Solutions, 2012

Consumer Spending Report (Ramsey, Minnesota)

Consumer Expenditures (2012)		
	$ PER HOUSEHOLD	TOTAL $000'S
Apparel		
Totals:	$3,081	$25,069
Men's Apparel	$592	$4,824
Boys' Apparel	$149	$1,213
Women's Apparel	$1,015	$8,258
Girls' Apparel	$209	$1,703
Infants Apparel	$139	$1,138
Footwear	$473	$3,848
Apparel Services and Accessories	$502	$4,086
Education		
Totals:	$1,607	$13,079
Books And Supplies	$225	$1,838
Tuition	$1,381	$11,240
Entertainment		
Totals:	$3,661	$29,786
Fees And Admissions	$987	$8,037
Video And Audio Equipment	$1,229	$10,004
Recreational Equipment And Supplies	$1,443	$11,745
Food and Beverages		
Totals:	$9,692	$78,847
Food At Home	$4,895	$39,822
Food Away From Home	$4,042	$32,889
Alcoholic Beverages	$754	$6,136
Health Care		
Totals:	$3,771	$30,680
Health Care Insurance	$1,821	$14,814
Health Care Services	$907	$7,385
Health Care Supplies And Equipment	$1,042	$8,482
Household Furnishings		
Totals:	$2,982	$24,259
Household Textiles	$206	$1,677
Furniture	$824	$6,704
Floor Coverings	$106	$867
Major Appliances	$333	$2,713
Housewares And Small Appliances	$1,511	$12,298
Shelter		
Totals:	$12,502	$101,709
Mortgage Interest	$5,404	$43,968
Property Taxes	$2,289	$18,627
Miscellaneous Owned Dwelling Costs	$1,730	$14,080
Rental Costs	$2,297	$18,687
Other Lodging	$780	$6,347
Household Operations		
Totals:	$2,415	$19,646
Babysitting And Elderly Care	$564	$4,593
Household Services	$434	$3,534
Alimony And Child Support	$344	$2,802
Household Supplies	$1,071	$8,717
Miscellaneous Expenses		
Totals:	$1,055	$8,588
Legal And Accounting	$127	$1,039
Funeral And Cemetery	$117	$953
Finance Charges Excluding Mortgage And Vehicle	$680	$5,534
Other Miscellaneous Expenses	$130	$1,063

Consumer Expenditures (2012), Cont'd		
	$ PER HOUSEHOLD	TOTAL $000'S
Personal Care		
Totals:	$932	$7,585
Hair Care	$71	$586
Electric Personal Care Appliances	$18	$150
Personal Care Services	$624	$5,080
Personal Care Products	$217	$1,769
Reading		
Totals:	$210	$1,716
Newspapers	$90	$735
Magazines	$43	$352
Books	$77	$629
Tobacco		
Totals:	$379	$3,088
Cigarettes	$341	$2,779
Other Tobacco Products	$38	$309
Transportation		
Totals:	$13,150	$106,980
New Vehicle Purchase	$3,586	$29,173
Used Vehicle Purchase	$1,992	$16,206
Motorcycles (New And Used)	$99	$806
Vehicle Finance Charges	$632	$5,141
Gasoline And Oil	$2,878	$23,418
Vehicle Repair And Maintenance	$1,002	$8,156
Vehicle Insurance	$1,456	$11,847
Public Transportation	$754	$6,141
Other Transportation Costs	$748	$6,092
Utilities		
Totals:	$4,322	$35,160
Natural Gas	$607	$4,942
Electricity	$1,559	$12,686
Fuel Oil And Other Fuels	$164	$1,342
Telephone Service	$1,481	$12,054
Other Utilities	$508	$4,137
Gifts		
Totals:	$1,753	$14,261
Gifts Of Apparel	$348	$2,836
Gifts Of Apparel Accessories	$43	$353
Gifts Of Education	$351	$2,856
Gifts Of Recreation	$119	$969
Gifts Of Food And Beverages	$164	$1,338
Gifts Of Household Furnishings And Equipment	$286	$2,330
Gifts Of Household	$73	$598
Gifts Of Transportation	$96	$788
Gifts Elsewhere Unspecified	$269	$2,193
Personal Insurance		
	$685	$5,574
Contributions		
	$2,435	$19,813

Source: Applied Geographic Solutions, 2012

Report provided by the State of Minnesota http://statemn.zoomprospector.com

Mark Schwab< mrsinc55@gmail.com>

Restricted appraisal order

1 message

Patrick Brama< pbrama@ci.ramsey.mn.us> Tue, Jan 22, 2013 at 5:27 PM
To: "Mrsinc55@gmail.com" <Mrsinc55@gmail.com>

Mark,

Per our phone conversation--

We are a "go" for a restricted appraisal on the City owned commercial property in Ramsey. The City was quoted $1,200 dollars, and is expecting a reply in the next 3-4 weeks.

I sent the specs in a different email, located off Azurite, 4.8 acres (about).

Thanks,

Patrick Brama
City of Ramsey
763-433-9903
Sent from my iPhone

REGISTERED ABSTRACTERS, INC.
2115 NORTH THIRD AVENUE
ANOKA, MN 55303

TO: Bill Goodrich
2140 Fourth Avenue N
Anoka, MN 55303
Bill Goodrich

YOUR FILE NUMBER: CITY OF RAMSEY
OUR FILE NUMBER: A11-08015
LEGAL DESCRIPTION: Lot 1, Block 1, Sunfish Lake Business Park Fourth Add.
DATE: 08/08/2011

PLEASE FIND THE FOLLOWING ATTACHED:

X	*Our Statement*
	Tract check
X	*Owners & Encumbrance Report*
	Abstract of Title
	Registered Property Abstract
	Name Searches
X	*Copies of Documents*

SPECIAL INSTRUCTIONS:

BY: Karri B
Registered Abstracters, Inc.

Remit Payment To:
Registered Abstracters, Inc.
2115 North Third Avenue
Anoka, MN 55303

INVOICE

Billed To:
Bill Goodrich
2140 Fourth Avenue N
Anoka, MN 55303

Invoice Date: August 8, 2011
Please Pay Before: August 19, 2011
Our File Number: A11-08015
Your Reference Number: CITY OF RAMSEY

Property:
14280 Azurite Street NW
Ramsey, MN 55303
Anoka County

Brief Legal: Lot 1, Block 1, Sunfish Lake Business Park Fourth Add.

DESCRIPTION	AMOUNT
O&E Report Service Fee	125.00
Invoice Total Amount Due	**$ 125.00**

ATTN: Bill Goodrich
PIN No.: 27-32-25-42-0015

(A11-08015.PFD/A11-08015/1)

REGISTERED ABSTRACTERS, INC.

REPORT OF RECORD OWNERSHIP AND ENCUMBRANCES

File Number: A11-08015

Legal Description: Lot 1, Block 1, Sunfish Lake Business Park Fourth Addition, Anoka County, Minnesota

Torrens Property - Certificate Number: 113700 (Covers Additional Land)
PIN #: 27-32-25-42-0015

I. Registered Abstracters, Inc. does hereby certify that as of the **26th day of July, 2011, at 8 A.M.** the records in the office of the Registrar of Titles in and for Anoka County, Minnesota, discloses as grantee in the last recorded conveyance to the above captioned property by **Limited Warranty Deed** recorded on **November 19, 2001, as Document No. 384535** the following:

The City of Ramsey, a Minnesota municipal corporation

II. The above captioned property appears to be subject to the following Recitals:

Subject to drainage and utility easements as shown on the plat, Sunfish Lake Business Park Fourth Addition, filed as Document No. 493539.001 on November 28, 2007.

Subject to County of Anoka the Right of Access onto County State Aid Highway No. 116 as shown on the plat, Sunfish Lake Business Park Fourth Addition, filed as Document No. 493539.001 on November 28., 2007.

Subject to drainage and utility easements as shown on the plat, Sunfish Lake Business Park Second Addition, filed as Document No. 484366.001 on September 7, 2005.

Subject to drainage and utility easements as shown on the plat, Sunfish Lake Business Park, filed as Document No. 408857 on October 9, 2007.

III. The above captioned property appears to be subject to the following encumbrances:
(SEE ATTACHED DOCUMENTS)

DOCUMENT NUMBER	DOCUMENT TYPE	FILED DATE
*308554	Easement	March 11, 1998
*308555	Declaration	March 11, 1998
*308557	Agreement	March 11, 1998
*493598.004	Agreement	December 5, 2007

*Governing Documents are not attached. Copies will be provided upon Request at an additional charge.
Also subject to assessments, if any, and any easements of record.

REGISTERED ABSTRACTERS, INC.

BY_____

(Authorized Signature)

KB

This report is an Ownership and Encumbrance Report, which only cites matters appearing in the public records of Anoka County, Minnesota and is not to be construed as an Opinion of Title. Registered Abstracters, Inc. disclaims any liability for errors or omissions.

File Number: A11-08015

REGISTERED ABSTRACTERS, INC. CERTIFIES that it has made a search of the records in the office of the County Recorder in and for Anoka County, Minnesota, and finds no unsatisfied notices of Internal Revenue Tax Liens for the last eleven years, no unsatisfied notices of State Tax Liens, no unsatisfied notices of Federal Judgments for the last twenty years, and no Bankruptcy Proceedings filed or recorded in said office against the names hereon, between the dates set opposite the respective names, except as shown herein.

REGISTERED ABSTRACTERS, INC. FURTHER CERTIFIES that it has made a search of the Judgment Lien Docket in the following named Courts.

District Court, Tenth Judicial District, Anoka County, MN,
County Court, Tenth Judicial District, Anoka County, MN,

and finds no unsatisfied judgments appearing therein against the names hereon between the dates set opposite the respective names, except as shown hereof.

No search made as to the parties the middle initial of whose name is other than as stated below.

NAMES	DATES	
The City of Ramsey, a Minnesota Municipal Corporation	July 25, 2000	July 26, 2011

REGISTERED ABSTRACTERS, INC.

BY _____
(Authorized Signature)

KB

CERTIFICATE OF REAL ESTATE TAXES

REGISTERED ABSTRACTERS, INC., CERTIFIES that it has made a search of the General Tax Books of Anoka County, Minnesota for taxes assessed against the following described lands:

Same land as described at caption hereof.

and according to the Current General Tax Books maintained by the Anoka County Treasurer for real estate taxes payable in the year **2011** are listed below:

Pin #:	**27-32-25-42-0015**
Municipality:	**Ramsey**
Homestead Credit:	**EXEMPT**
Special Assessments:	**NONE**
TOTAL TAXES AND ASSESSMENTS:	**EXEMPT**

and said company further certifies there are no Delinquent real estate taxes or unredeemed Tax Judgment Certificates against the above described property according to the Anoka County Auditor except as follows:

NONE

LIMITED WARRANTY DEED (Corporation or Partnership to Corporation or Partnership)

384535

1621212

No delinquent taxes and transfer entered; Certificate of Real Estate Value ( ) filed (X) not required Certificate of Real Estate Value No. Nov 19, 20 01

Maureen J. Devine
County Auditor

By _____
Deputy

State Deed Tax Due Hereon: $ 5471.15

Date: November 14, 2001

(reserved for recording date)

FOR VALUABLE CONSIDERATION, Waste Management of Minnesota, Inc., a Minnesota Corporation, a Corporation under the laws of Minnesota, Grantor, hereby conveys and quitclaims to The City of Ramsey, a Municipal Corporation, under the Laws of the State of Minnesota, real property in Anoka County, Minnesota, described as follows:

See Attached Legal Description

Together with all hereditaments and appurtenances belonging thereto, subject to: (a)Covenants, conditions, easements and restrictions of record, particularly, as created by the Landfill Cleanup Agreement between Waste Management of Minnesota, Inc. and The Commissioner of the Minnesota Pollution Control Agency pursuant to Minn. Stat. 115B.39-115B.46; (b) Encroachments, if any, which do not interfere with Purchaser's use and enjoyment of the Property; (c) General real estate taxes and installments of special assessments due after the date of closing; (d) Declaration of Restrictions and Covenants made October 15, 1997 by Waste Management of Minnesota, Inc. and recorded in Abstract March 11, 1998 as Document No. 1326784 and as registered in Torrens as Document 308555, which Declaration provides in pertinent part that the Minnesota Pollution Control Agency shall have access to the Property, the Owner shall cooperate with clean-up efforts, and that no new or additional drinking water wells shall be installed in or on the Property without the written approval of the Commissioner and the Minnesota Department of Health. This deed conveys after-acquired title. Grantor warrants that Grantor has not done or suffered anything to encumber the property EXCEPT: NONE

Check if applicable:
( ) The Seller certifies that the seller does not know of any wells on the described real property.
(x) A well disclosure certificate accompanies this document.
(x) I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

WASTE MANAGEMENT OF MINNESOTA, INC.,
a Minnesota Corporation

Gregory J. Mika
Senior Real Estate Project Manager

STATE OF ILLINOIS)
) SS:
COUNTY OF DU PAGE)

The foregoing was acknowledged before me this 14 day of November, 2001, by Gregory J. Mika the Senior Real Estate Project Manager of Waste Management of Minnesota, Inc. a Minnesota Corporation, a Corporation under the laws of Minnesota, on behalf of the corporation.

Deborah Nendick

"OFFICIAL SEAL"
DEBORAH NENDICK
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES 3/10/2002

3-10-02

This Instrument Was Drafted By:

Gregory J. Constantino
GOLDSTINE, SKRODZKI, RUSSIAN
NEMEC & HOFF, LTD
The Prairie Building
835 McClintock Drive
Burr Ridge, IL 60521

Tax Statements for the real property described
In this instrument should be sent to:

The City of Ramsey
15153 Northern Blvd. NW
Ramsey, Minnesota 55303

REGISTERED ABSTRACTORS, INC.
[illegible] Third Ave.
Anoka, MN 55303
T01-10255

EXHIBIT "A"

Tract A and C, Registered Land Survey No. 189

AND ALSO

The Northeast Quarter of the Southeast Quarter, Section 27, Township 32, Range 25, EXCEPT the following described three tracts:

1. The East 500 feet of that part of said Northeast Quarter of the Southeast Quarter lying South of the North 750 feet of said Northeast Quarter of the Southeast Quarter, as measured along the north and east line of said Northeast Quarter of the Southeast Quarter.

2. The South 250 feet of the North 750 feet of the East 871 feet of said Northeast Quarter of the Southeast Quarter, as measured along the east and north line of said Northeast Quarter of the Southeast Quarter.

3. That part of Parcel 4, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 1, lying north of Parcel 5, said plat. That part of Parcel 4, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 1, lying south of Parcel 5, said plat.

TOGETHER WITH EASEMENTS FOR ROAD PURPOSES OVER THE NORTH 33 FEET AND OVER THE EAST 93 FEET OF:

The South 250 feet of the North 750 feet of the East 871 feet of the N 1/2 of the Southeast 1/4 of Section 27, Township 32 North of Range 25, West

AND

The East 500 feet of the South 200 feet of the Northeast Quarter of the Southeast Quarter of Section 27, Township 32 North of Range 25.

Together with an easement for road purposes over the East 63 feet as reserved in Warranty Deed filed as Doc. #87586 on October 16, 1975 over the East 500 feet of the NE 1/4 of the SE 1/4 of Section 27, Township 32 North of Range 25 West EXCEPT the South 400 feet and except the North 750 feet.

AND

The North 200 feet of the South 400 feet of the East 500 feet of the NE 1/4 of the SE 1/4 of Section 27, Township 32 North of Range 25 West.

AND ALSO

The East 500 feet of the South 200 feet (as measured along the East and South lines respectively) of the Northeast Quarter of the Southeast Quarter (NE 1/4 of SE 1/4) of Section numbered Twenty-seven (27), Township Thirty-Two (32) North of Range Twenty-five (25) West.

CONTINUED....

AND ALSO

That part of Government Lot 3, Section 26, Township 32, Range 25 that is described as follows: Beginning at a point on the west line of said Government Lot 3, 220 feet south to the northwest corner thereof proceeding thence south along said west line to a point which is 802 feet south of the northwest corner of said Lot 3 proceeding then east and parallel to the north line of said Government Lot 3 to the shore of Sunfish Lake proceeding thence northerly along the shore of Sunfish Lake to a point east of the point of beginning herein as measured on a line parallel with the north line of said Lot 3 proceeding thence west and parallel to the north line of said Government Lot 3 to the point of beginning. Except Parcel 8, Anoka County Highway Right-of-Way Plat No. 1.

AND ALSO

Government Lot 1, Section 26, Township 32, Range 25, EXCEPT that part described as follows: Beginning at the northwest corner of said Section; thence south 280 feet along the westerly section line; thence east at right angles to the shore of Sunfish Lake: thence northerly along said shoreline to the north line of said Section; thence westerly along said north line to the point of beginning. Also EXCEPT that part described as follows: Beginning at a point on the west line of said Government Lot 280 feet south of the northwest corner of said Section; thence south along said west line 255 feet; thence east at right angle 485.55 feet more or less to the shoreline of Sunfish Lake; thence northeasterly along said shoreline to its intersection with a line drawn at right angle to said west line from the point of beginning; thence west along said line 665.36 feet more or less to the point of beginning except that part platted as Anoka County Highway Right-of Way Plat No. 1.

AND ALSO

That part of Government Lot 3, Section 26, Township 32, Range 25 described as follows: Commencing at the northwest corner of Government Lot 3 and proceeding thence south along the west line of Government Lot 3 a distance of 220 feet; thence east and parallel to the south line of Government Lot 3 to the shore of Sunfish Lake; thence northwesterly along the shore of Sunfish Lake to the north line of Government Lot 3; thence west along the north line of Government Lot 3 to the point of beginning; except a strip for road described in Book 60 of Deeds, Page 86 and also except that part platted as Anoka County Highway Right-of-Way Plat No. 1.

TORRENS

Receipt # 1110913/5575.15 ☐ Certified Copy Date Mailed ____
Date/Time: Nov 19 / 16:30 ☐ Tax Liens / Releases
Doc. Order 1 of 1 ☐ Multi-Co Doc Tax Pd
✓ by: Recordability: QK ☒ Transfer ☐ New Desc.
Filing Fees: ~~$99.00~~ 99. ☐ Division ☐ GAC
Well Certificate Received this Date: 11/19/01 ☐ Status ☐ Def. Spec
Refund Rect # ____ (Both) ☐ Other ☐ No Change
Notes: DS Form
From Cert. # See below C ≠ of New Certs.: 2 Comp. Entry ____
Tract Typed ____ Updated: ____/____ Comp. Complete ____

BK 266 PG 61560 NO 61560
266 94440 94440

266 62641 62641
266 94441 94441

ABSTRACT

Receipt # 1110916/30 ☐ Certified Copy Date Mailed ____
Date/Time: 11/19, 16:30 ☐ Tax Liens / Releases
Doc. Order 1 of 1 ☐ Multi-Co Doc Tax Pd
✓ by: Pins: QK ☒ Transfer ☐ New Desc.
Recordability / Delqs: QK ☐ Division ☐ GAC
Filing Fees: 30.00 ☐ Status ☐ Def. Spec
Well Certificate Received this Date: ____ ☐ Other ☐ No Change
Anoka County Recorder
Notes: DS Form

DOCUMENT NO. 384535.0 TORRENS

ANOKA COUNTY MINNESOTA

I HEREBY CERTIFY THAT THE WITHIN INSTRUMENT WAS FILED IN THIS OFFICE FOR RECORD ON NOV 19 2001 AT 4:30 PM AND WAS DULY RECORDED. FEES AND TAXES IN THE AMOUNT OF $5575.15 PAID.

RECEIPT NO. 2001110913
MAUREEN J. DEVINE
ANOKA COUNTY PROPERTY TAX ADMINISTRATOR/RECORDER/REGISTRAR OF TITLES
GKE
BY ____
DEPUTY PROPERTY TAX ADMINISTRATOR/RECORDER/REGISTRAR OF TITLES

DOCUMENT NO. 1621212.0 ABSTRACT

ANOKA COUNTY MINNESOTA

I HEREBY CERTIFY THAT THE WITHIN INSTRUMENT WAS FILED IN THIS OFFICE FOR RECORD ON NOV 19 2001 AT 4:30 PM AND WAS DULY RECORDED. FEES AND TAXES IN THE AMOUNT OF $30.00 PAID.

RECEIPT NO. 2001110916
MAUREEN J. DEVINE
ANOKA COUNTY PROPERTY TAX ADMINISTRATOR/RECORDER/REGISTRAR OF TITLES
GKE
BY ____
DEPUTY PROPERTY TAX ADMINISTRATOR/RECORDER/REGISTRAR OF TITLES

51

384535.0 TORRENS
REGISTERED ABSTRACTERS
2115 3RD AVE N
ANOKA, MN 55303

FILE IN TORRENS

PROPERTY PROFILE: CITY OF RAMSEY

NUMBER: 27
ADDRESS: 14280 AZURITE ST NW
PID: 273225420015
LEGAL: Lot 1, Block 1, Sunfish Lake Business Park Fourth Addition, Anoka County, Minnesota
ACRES: 4.80
VALUATION: $376,500
ZONING: E1 Employment District
MUSA: Yes
GIS IMAGE:



DESCRIPTION: The subject property is located on the north side of Azurite Street and the east side of Bunker Lake Boulevard. This property is zoned Employment District, it is surrounded by manufacturing, and is part of the Sunfish Lake Business Park. The City acquired the subject property from Waste Management in 1991 and is subject to various environmental restrictions due to its proximity to the landfill.

WETLAND: No reason to use property for wetland banking. There are no issues with stormwater/ drainage that would make this property unusable; or, effect adjacent properties.

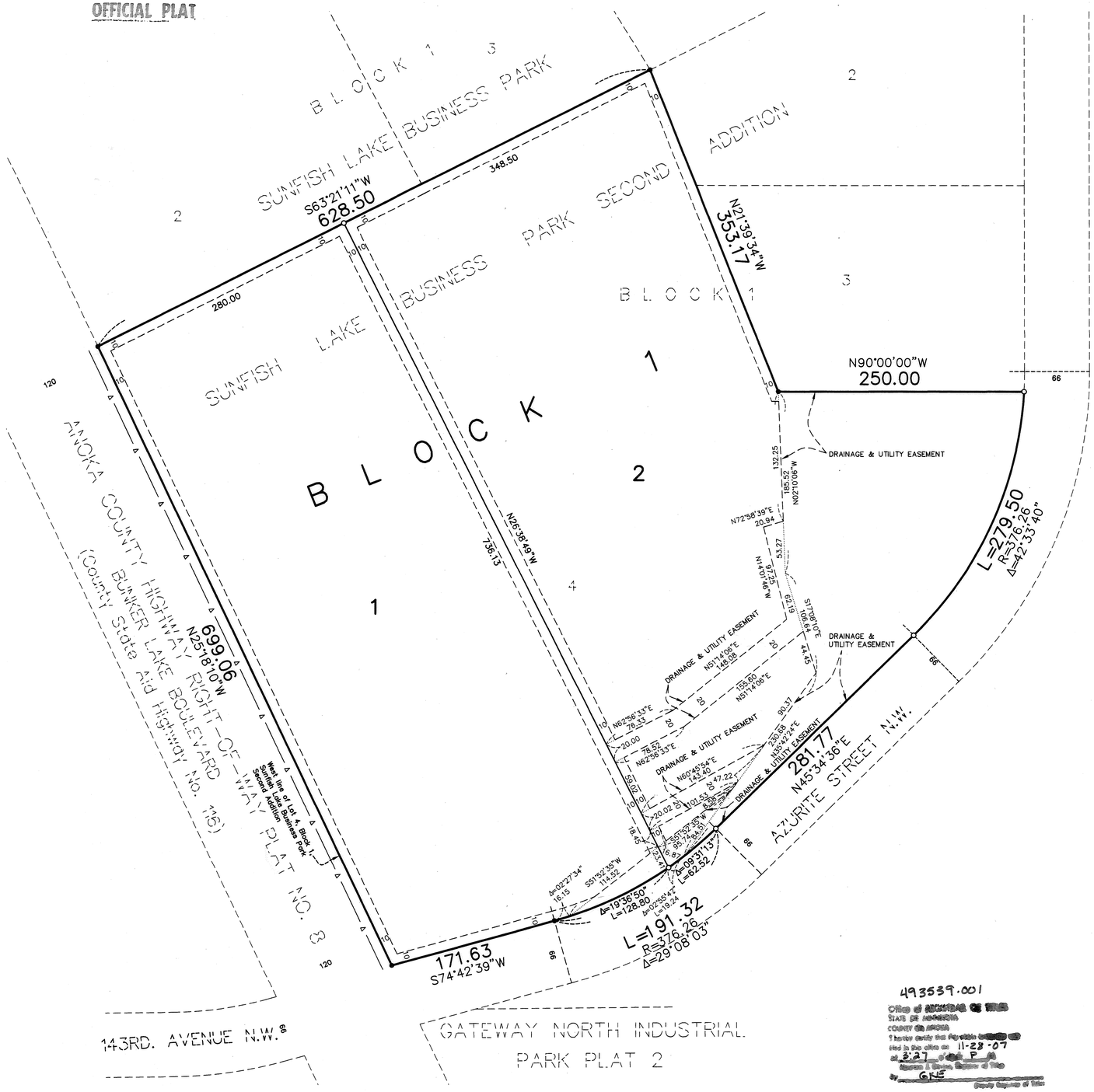
MAINTENANCE: There is no maintenance.

Bk 21 of Toms Pg 5

SUNFISH LAKE BUSINESS PARK FOURTH ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SECTION 27, T. 32, R. 25

OFFICIAL PLAT



KNOW ALL PERSONS BY THESE PRESENTS that the City of Ramsey, a Minnesota Municipal Corporation, fee owner of the following described property situated in the County of Anoka, State of Minnesota, to wit:

Lot 4, Block 1, SUNFISH LAKE BUSINESS PARK SECOND ADDITION, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as SUNFISH LAKE BUSINESS PARK FOURTH ADDITION and does hereby dedicate to the public for public use forever the drainage and utility easements as shown on this plat. Also dedicating the right of access onto County State Aid Highway No. 116 to the County of Anoka as shown on this plat. In witness whereof said City of Ramsey, a Minnesota Municipal Corporation, has caused these presents to be signed by its Mayor and City Clerk, and its corporate seal to be hereunto affixed this 28th day of NOVEMBER, 2007.

CITY OF RAMSEY

Thomas Gamec as Mayor

JoAnn M. Thieling as City Clerk

STATE OF MINNESOTA, COUNTY OF Anoka

The foregoing instrument was acknowledged before me this 28th day of November, 2007 by Thomas Gamec, as Mayor, and JoAnn M. Thieling, as City Clerk of the City of Ramsey, a Minnesota Municipal Corporation, on behalf of the Municipal Corporation.

PAMELA JOY MILLER
Notary Public
Minnesota
My Commission Expires January 31, 2010

Notary Public, Minnesota
My Commission Expires January 31, 2010.

I hereby certify that I surveyed and platted or directly supervised the surveying and platting of the land described on this plat as SUNFISH LAKE BUSINESS PARK FOURTH ADDITION; this plat is a correct representation of the boundary survey; all mathematical data and labels are correctly designated; all monuments depicted on the plat have been or will be correctly set within one year; all water boundaries and wet lands as of this date, as defined in Minnesota Statutes 505.01, Subd. 3, are shown and labeled; and all public ways are shown and labeled.

Charles R. Christopherson, Land Surveyor
Minnesota Registration No. 18420

STATE OF MINNESOTA, COUNTY OF ANOKA

The foregoing instrument was acknowledged before me this 26TH day of NOVEMBER, 2007 by Charles R. Christopherson, Land Surveyor.

LARRY K. AFFIELD
Notary Public-Minnesota
My Commission Expires Jan 31, 2010

Notary Public, Minnesota
My Commission Expires January 31, 2010.

CITY OF RAMSEY

We hereby certify that the City Council of Ramsey, Anoka County, Minnesota, duly accepted and approved the plat of SUNFISH LAKE BUSINESS PARK FOURTH ADDITION at a regular meeting thereof held this 13TH day of NOVEMBER, 2007. If applicable, the written comments and recommendations of the Commissioner of Transportation and the County Highway Engineer have been received by the City or the prescribed 30 day period has elapsed without receipt of such comments and recommendations, as provided by Minn. Statutes, Section 505.03, Subd 2.

Thomas Gamec, as Mayor

JoAnn M. Thieling, as City Clerk

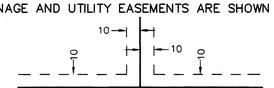
This plat of SUNFISH LAKE BUSINESS PARK FOURTH ADDITION was checked and approved by me this 28TH day of NOVEMBER, 2007.

Larry Holum, Anoka County Surveyor

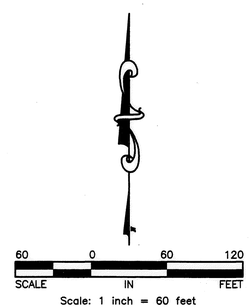
I HEREBY CERTIFY THAT THE CURRENT AND DELINQUENT TAXES ON THE LANDS DESCRIBED WITHIN ARE PAID AND THE TRANSFER IS ENTERED Nov 28, 2007
MAUREEN J. DEVINE
PROPERTY TAX ADMINISTRATOR
BY
DEPUTY PROPERTY TAX ADMINISTRATOR

493539.001
Office of REGISTRAR OF TITLES
STATE OF MINNESOTA
COUNTY OF ANOKA
I hereby certify that the [illegible]
filed in the office on 11-28-07
at 8:27 o'clock P M.
Registrar of Titles, Deputy
GKS
By
Deputy Registrar of Titles

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



Being 10 feet in width and adjoining lot lines and street lines unless otherwise shown on the plat.



Scale: 1 inch = 60 feet

For the purposes of this plat the west line of Lot 4, Block 1, SUNFISH LAKE BUSINESS PARK SECOND ADDITION is assumed to bear North 25°18'10" West.

- ○ Denotes 1/2 inch by 14 inch iron monument set and marked with Minnesota License No. 18420.
- ● Denotes iron monument found
- —▵— Denotes right of access dedicated to the County of Anoka

$56.00

Hakanson Anderson Assoc., Inc.

493539.001

Record ID 1873794

THIS DOCUMENT NUMBER REPRESENTS A PLAT

MUNICIPALITY: Ramsey CERTIFIED BY: sfre ON _____

MAP # 3798 PLAT BOOK: 21 OF Torns PAGE 5

DOC. DATE: 11/28/07 NO. OF PAGES: 1 TRACT BOOK: _____ PAGE _____

PLAT SHORT NAME: Sunfish Lake Business Park 4

LONG NAME: Sunfish Lake Business Park Fourth Addition

A/T	PARENT PINS	RES	GRANTORS (Fees, C/Ps, Mortgagees)
T	27 32 25 42 0013	N	Ramsey City of

FILED BY: Title Reg. Abstractors PHONE: 763 427 3012

TAXPAYER NAME: Ramsey City of

ADDRESS: 7550 Sunwood Dr

CITY: Ramsey STATE: MN ZIP: 55303

NEW PARCELS

LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
1	1				
2					

DELQ & CURRENT TAXES ARE PAID: INITIALS: sfre DATE: 11/28/07

DIV. NO.: _____

ANOKA COUNTY MINNESOTA

Document No.: 493539.001 TORRENS

I hereby certify that the within instrument was filed in this office for record on: 11/28/2007 3:27:00 PM

Fees/Taxes In the Amount of: $56.00

MAUREEN J. DEVINE

Anoka County Property Tax Administrator/Recorder/Registrar of Titles

GKE, Deputy

Record ID: 1873794

The Economic Development Authority and City of Ramsey, Minnesota

Business Subsidy Policy
Tax Abatement Policy
Tax Increment Policy

Dated January 13, 2009

Prepared by The City of Ramsey

Table of Contents

1. CITY AND EDA OF RAMSEY BUSINESS SUBSIDY POLICY 1

A. Mandatory Criteria 1
B. Policy 1
C. Project Evaluation Criteria 2
D. Additional Considerations 4
E. Financial Assistance Not Considered A Business Subsidy 5

2. CITY AND EDA OF RAMSEY TAX ABATEMENT AND TAX INCREMENT FINANCING POLICY 7

A. Purpose 7
B. Public Purpose Objectives 7
C. Policy Positions 8
D. Project Requirements 8
E. Application Process 9
Exhibit A: Business Assistance Application 10
Exhibit B: Business Assistance Review Worksheet for Commercial/Industrial Projects 25

APPENDIX I: BUSINESS SUBSIDY STATUTE 2008 .....

APPENDIX II: SAMPLE BUSINESS SUBSIDY AGREEMENT .....

APPENDIX III: BUSINESS SUBSIDY REPORTING FORM .....

1. City and EDA of Ramsey Business Subsidy Policy

The following business subsidy criteria are intended to satisfy the requirements of Minnesota Statutes, §§116J.993 through 116J.995 (the "Act"). The term "City" means the City of Ramsey. The term "project" means the property with respect to which the business subsidy is provided.

A. MANDATORY CRITERIA

All projects must comply with the following criteria:

1. *But For Test*. There is a substantial likelihood that the project would not go forward without the business subsidy.
2. *Wage Policy*. If the project results in the creation of any jobs, the wage for each part-time and full-time job created must be, within two years of the date assistance is received (as defined in the Act), at least equal to 70% of the most recent median wage figure for the Twin City 7 County Metro County as published by the Minnesota Department of Employment and Economic Development or such greater amount as the City may require for a specific project.
3. *Economic Feasibility*. The recipient must demonstrate to the satisfaction of the City that it has adequate financing for the project and that the project will be completed in a timely fashion.
4. *Compliance with Act*. The business subsidy from the City must satisfy all requirements of the Act.
5. *Minimum Subsidy Amount*: Financial assistance in the form of a business subsidy of $25,000 or more; and business loans and guarantees of $75,000, must be reported to the Department of Employment and Economic Development. A public hearing is only required if the business subsidy is greater than $150,000.

B. POLICY

1. The City recognizes that the creation of good paying jobs is a desirable goal which benefits the community. Nevertheless, not all projects assisted with subsidies derive their public purposes and importance solely by virtue of job creation. In addition, the imposition of high job creation requirements and high wage level requirements may be unrealistic and counter-productive in the face of larger economic forces of influence and the financial and competitive circumstances of an individual business. In determining the requirements for a project under consideration for a business subsidy, the determination of the number of jobs to be created and the wage levels therefore will be guided by the following principles and criteria:

a. The evaluation of projects will take into consideration the project's importance in and benefit to the community from all perspectives, including created or retained jobs.

b. If a particular project does not involve the creation of jobs, but is nonetheless found to be worthy of support and subsidy, assistance may be approved without any specific job or wage goals if permitted by applicable law.

c. In cases where the objective is the retention of existing jobs, the recipient of the subsidy will be required to provide evidence which demonstrates that the loss of those jobs is specific and demonstrable.

d. The setting of wage and job goals will be informed by (i) prevailing wage rates, (ii) local economic conditions, (iii) external economic forces over which neither the City nor the recipient of the subsidy has control, (iv) the financial resources of the recipient and (v) the competitive environment in which the recipient's business exists.

2. Because it is not possible to anticipate all the needs and requirements of every type of project and the ever-changing needs of the community and in order to retain the flexibility necessary to respond to all proposed projects, the City retains the right to approve projects and business subsidies which may vary from the principles and criteria set forth herein.

C. PROJECT EVALUATION CRITERIA

The project review and evaluation criteria are the following:

1. Jobs and Wages

a. *New Jobs*. The minimum net number of direct full time equivalent jobs to be created or retained by the proposed project for a period of at least two years from the estimated benefit date.

b. *Payroll*. The minimum annual net payroll (including employer contributions for health benefits) to be generated at the end of the second anniversary date of the estimated benefit date.

2. Tax Base

a. *Increase in Tax Base*. The net increase in property taxes estimated to be generated by the project in the second full year of operation.

3. Land Use

   a. *Compliance with Comprehensive or Other Plans.* Whether, apart from any needed services to the community described in section 5 below, the project is compatible with the comprehensive plan and permitted uses for the property.

   b. *Marginal Property*. Whether the project is located on property which needs but is not likely to be developed or redeveloped because of blight or other adverse conditions of the property. For example property may be so blighted that the cost of making land ready for redevelopment exceeds the property's fair market value.

   c. *Design and/or Other Amenities*. Whether, as a result of the business subsidy, the project will include design and/or amenity features not otherwise required by law. For example, the project may, at the request of the City, include landscaping, open space, public trails, employee work out facilities or day care facilities which serve a public purpose but are not required by law.

4. Impact on Existing and Future Public Investment

   a. *Utilization of Existing Infrastructure Investment*. Whether and to what extent (a) the project will utilize existing public infrastructure capacity and (b) the project will require additional publicly funded infrastructure investments.

   b. *Direct Monetary Return on Public Investment*. Arrangements made or to be made for the City to receive a direct monetary return on its investment in the project. For example, the business subsidy may be in the form of an interest bearing loan or may involve a project sharing arrangement.

5. Economic Development

   a. *Leveraged Funds*. For every dollar of business subsidy to be provided for the project, the minimum amount of private funds which will be applied towards the capital cost of the project.

   b. *Spin Off Development*. The dollar amount of non-subsidized development the project is expected to generate in the surrounding area and the need for and likelihood of such spin off development.

c. *Growth Potential*. Based on recipient's market studies and plans for expansion, whether and to what extent the project is expected within five years of its completion, be expanded to produce a net increase of full time equivalent jobs and of payroll, over and above the minimum net increase in jobs and payroll described in section 1 above.

6. Quality of Life

a. *Community Services*. Whether the project will provide services in the community and the need for such services. For example, the project may provide health services, retail convenience services such as a nearby grocery store, or social services needed in the community.

b. *Natural Environment*. Whether the project will add to, or detract from, the environment. It is a reflection of what is important to the community - clean air and water, beautiful scenery, recreational opportunities, and a strong desire to pass along these attributes to future generations.

7. Other

a. *Other Factors*. Depending on the nature of the project, such other factors as the City may deem relevant in evaluating the project and the business subsidy proposed for it.

D. ADDITIONAL CONSIDERATIONS

The City will give consideration to one or more of the issues listed below in determining whether to provide financial or other assistance to a project as a business subsidy:

1. The City may consider the requirements of any other business subsidy received, or to be received, from a grantor other than the City.
2. If the business subsidy is a guaranty, the amount of the business subsidy may be valued at the principal amount of the guaranteed payment obligation.
3. If the business subsidy is real or personal property, the amount of the subsidy will be the fair market value of the property as determined by the City.

4. If the business subsidy is received over time, the City may value the subsidy at its present value using a discount rate equal to an interest rate which the City determines is fair and reasonable under the circumstances.

As used herein "benefit date" means the date the business subsidy is received. If the business subsidy involves the purchase, lease, or donation of physical equipment, then the benefit date occurs when the recipient puts the equipment into service. If the business subsidy is for improvements to property, then the benefit date refers to the earliest date of either: when the improvements are finished for the entire project, or when a business occupies the property.

E. FINANCIAL ASSISTANCE NOT CONSIDERED A BUSINESS SUBSIDY

The following forms of financial assistance are not a business subsidy as per Minnesota Statutes, §§116J.993, Subd.3 and therefore do not require a public hearing:

1. A business subsidy of less than $150,000;
2. Assistance that is generally available to all businesses or to a general class of similar businesses, such as a line of business, size, location, or similar general criteria;
3. Public improvements to buildings or lands owned by the state or local government that serve a public purpose and do not principally benefit a single business or defined group of businesses at the time the improvements are made;
4. Redevelopment property polluted by contaminants as defined in section 116J.552, subdivision 3;
5. Assistance provided for the sole purpose of renovating old or decaying building stock or bringing it up to code and assistance provided for designated historic preservation districts, provided that the assistance is equal to or less than 50 percent of the total cost;
6. Assistance to provide job readiness and training services if the sole purpose of the assistance is to provide those services;
7. Assistance for housing;
8. Assistance for pollution control or abatement, including assistance for a tax increment financing hazardous substance subdistrict as defined under section 469.174, subdivision 23;
9. Assistance for energy conservation;
10. Tax reductions resulting from conformity with federal tax law;

11. Workers' compensation and unemployment insurance;
12. Benefits derived from regulation;
13. Indirect benefits derived from assistance to educational institutions;
14. Funds from bonds allocated under chapter 474A, bonds issued to refund outstanding bonds, and bonds issued for the benefit of an organization described in section 501(c)(3) of the Internal Revenue Code of 1986, as amended through December 31, 1999;
15. Assistance for a collaboration between a Minnesota higher education institution and a business;
16. Assistance for a tax increment financing soils condition district as defined under section 469.174, subdivision 19;
17. Redevelopment when the recipient's investment in the purchase of the site and in site preparation is 70 percent or more of the assessor's current year's estimated market value;
18. General changes in tax increment financing law and other general tax law changes of a principally technical nature;
19. Federal assistance until the assistance has been repaid to, and reinvested by, the state or local government agency;
20. Funds from dock and wharf bonds issued by a seaway port authority;
21. Business loans and loan guarantees of $150,000 or less; and
22. Federal loan funds provided through the United States Department of Commerce, Economic Development Administration; and
23. Property tax abatements granted under section 469.1813 to property that is subject to valuation under Minnesota Rules, chapter 8100.

Adopted by: Ramsey EDA / City Council

Date of Adoption: 11-13-08/1-13-09

Date of Public Hearing: 1-13-09

2. City and EDA of Ramsey Tax Abatement and Tax Increment Financing Policy

A. PURPOSE

The purpose of this policy is to establish the City's position relative to the use of Tax Abatement (§§469.1812 through §§469.1815) and Tax Increment Financing (§§469.174 through §§469.1799) (TIF), also referred to in this document as the *business assistance programs*, or *business assistance*. This policy shall be used as a guide in the processing and review of applications requesting the use of Tax Abatement and Tax Increment Financing. It is the expressed intent of the City to minimize the risk and amount of business assistance to a project and to leverage its public dollars to maximize private sector funding.

The City is granted the power to utilize the business assistance programs by Minnesota Statutes 2008 as cited. The fundamental purpose of the business assistance programs is to encourage desirable private development or redevelopment within the City that would not occur *but for* the assistance provided. Further information related to the States business assistance programs and links to State Statutes can be found at www.state.mn.us.

The City will approve or reject requests for business assistance on a case by case basis taking into consideration established policies, project criteria, and the project's demonstrated public purpose. Meeting all policy criteria does not guarantee approval of the requested business assistance. The City maintains its ability to approve or deny the request at its discretion.

B. PUBLIC PURPOSE OBJECTIVES

The City will consider the use of business assistance programs which demonstrate the achievement of one or more of the following public purpose objectives:

1. To encourage redevelopment of priority sites within the City as determined by the City Council and EDA.

2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.

3. To enhance and/or diversify the City's economic base.

4. To encourage additional unsubsidized private (re)development.

5. To remove blight and/or encourage (re)development of commercial and industrial areas.

6. To assist in creating environmental sustainability.

7. To provide a diversity of family housing and alternative housing choices.

8. To promote neighborhood stabilization and revitalization by the removal of blight and the upgrading of existing housing stock in residential areas.

9. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government, or any of the following:

    - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
    - Mitigation of project impact on the natural environment.

C. POLICY POSITIONS

1. Business assistance shall be provided in a form that minimizes the risk of public participation.
2. Business assistance requests for up-front project financing through the sale of bonds or other internal sources may require personal guarantees of the developer. These requests shall be addressed on a case by case basis.
3. Business assistance shall not be provided for projects requiring land and/or building purchases at prices in excess of fair market value.
4. Business assistance shall not be provided to developers/projects that cannot adequately demonstrate an ability to complete the proposed project on time and on budget.
5. Assistance will be provided based on $25,000 per qualified job created as referenced in Section 1.A.2 in the Business Subsidy Policy unless a waiver is provided by the City Council.

D. PROJECT REQUIREMENTS

All projects requesting business assistance must demonstrate the following:

1. That the project is not financially feasible but-for the use of Revolving Loan Fund, Tax Abatement or Tax Increment Financing.
2. That the project will comply with all provisions set forth in Minnesota Statute chapters 116j.993 through 116j.995, as amended (Business Subsidies).

3. That the business assistance request complies with all provisions set forth in Minnesota Statutes 2008 chapters 469.1812 through 469.1815 as amended (Tax Abatement), and chapters 469.174 through 469.1799 as amended (Tax Increment Financing).
4. That the project is consistent with the City's comprehensive plan, land use plan, and zoning ordinances.

E. APPLICATION PROCESS

1. Applicant submits a Business Assistance Application (Exhibit A) to the EDA and/or City.
2. Staff reviews the application and completes the Application Review Worksheet (Exhibit B).
3. Staff uses results of the Worksheet to inform the EDA/City.
4. EDA reviews proposal, provides comments, and makes an advisory recommendation to the City Council on denial or approval of the request within 30 days.
5. If advisory approval is granted, staff prepares all necessary notices, resolutions and certificates.
6. City Council holds public hearing(s) on the proposed project to consider the advisory recommendation(s).
7. The City Council grants final approval or denies the request.

EXHIBIT A

BUSINESS ASSISTANCE APPLICATION

A. APPLICANT INFORMATION

Name of Corporation/Partnership _____

Address _____

Primary Contact _____

Address _____

Phone _____ Fax _____ E-mail _____

Type of business assistance requested (select one):

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

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

☐ Yes ☐ No

On a separate sheet, please provide the following:

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

Attorney Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Contractor Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Engineer Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Architect Name _____

Address _____

Phone _____ Fax _____ E-mail _____

B. PROJECT INFORMATION

The project will be: (Check all that apply)

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

The project will be: ☐ Owner Occupied ☐ Leased Space

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

Project Address _____

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

Site Plan Attached: ☐ Yes ☐ No

Current Real Estate Taxes on Project Site:$_____

Estimated Real Estate Taxes Upon Completion: Phase I $_____
Phase II$_____
Phase III $_____
Total $_____

Construction Start Date: _____

Construction Completion Date: _____

If Phased Project: _____ % Completed in _____years
_____ % Completed in _____years
_____ % Completed in _____years

C. PUBLIC PURPOSE OBJECTIVES

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

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

D. SOURCES & USES OF FUNDS

Attach additional information as Part 8

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

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

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

E. ADDITIONAL DOCUMENTATION AND CHECKLIST

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

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

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

Applicant Name _____ Date _____

By _____

Its _____

EXHIBIT B

BUSINESS ASSISTANCE REVIEW WORKSHEET

FOR COMMERCIAL/INDUSTRIAL PROJECTS

TO BE COMPLETED BY APPLICANT AND CITY STAFF

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

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

B. Ratio of Private to Public Investment in Project:

$ _____ Private Investment
$ _____ Public Investment
_____ **Ratio Private : Public Financing**

	Points:
5:1	5
4:1	4
3:1	3
2:1	2
Less than 2:1	1

C. Job Creation:

_____ Net *new* jobs (minimum 40 hours per week) or fulltime equivalents

	Points:
50+	5
20+	4
10+	3
5+	2
Less than 2	1

D. Wage Level of jobs created:

Average hourly wage
Of *new* jobs _____

	Points:
Over $21/hour	5
$18-21/hour	4
$14-17/hour	3
$10-13/hour	2
Under $10/hour	1

E. Ratio Of Business Assistance To New Jobs Created: **Points:** ____

$ _____ Business assistance requested — $5,000 or less 5
_____ Number of net *new* jobs created — $15,000 or less 4
$ _____ **of business assist. per net *new* job created** — $25,000 or less 3
$50,000 or less 2
Over $75,000 1

F. Project size: **Points:** ____

The project will result in the construction of _____ square feet

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

G. Type of Project: **Points:** ____

_____ 100% Owner Occupied 5
_____ Mix Owner Occupied & Investment 3
_____ Investment Property 1

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

_____ High 5
_____ Moderate 3
_____ Low 1

I. ____

____

____

____

____

____

Sub-Total Points _____ of a possible 35 points.

Bonus Points **Bonus Points:** ____

The project will be 100% *pay-as-you-go* financing. 3
The project is a redevelopment project. 3

Total Points: _____

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

APPENDIX I
Business Subsidy Statute 2008

APPENDIX II
Sample Business Subsidy Agreement

APPENDIX III
Business Subsidy Reporting Form

ORDINANCE #13-08

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE AUTHORIZING THE CITY OF RAMSEY TO SELL/CONVEY LOT 1 BLOCK 1 SUNFISH LAKE BUSINESS PARK FOURTH ADDITION, SUBJECT TO EASEMENTS OF RECORD, ANOKA COUNTY, MINNESOTA.

The City of Ramsey Ordains:

SECTION 1. PURPOSE

It is the purpose of this Ordinance to authorize the City of Ramsey to convey certain real property which property the City Council has determined is no longer necessary for the City's purposes. This chapter is adopted pursuant to and under the authority of Section 12.5 of the City Charter.

SECTION 2. SALE/CONVEYANCE AUTHORIZATION

The City Council hereby declares the following legally described real property owned by the City, as surplus property and authorizes said property to be conveyed/sold. Said property is legally described as follows:

LOT 1 BLOCK 1 SUNFISH LAKE BUSINESS PARK FOURTH ADDITION, SUBJECT TO EASEMENTS OF RECORD, ANOKA COUNTY, MINNESOTA

SECTION 3. TERMS OF SALE/CONVEYANCE

The City Council has by a properly enacted action determined the consideration and terms upon which the above-described property may be conveyed/sold.

SECTION 4. EFFECTIVE DATE

This Ordinance becomes effective upon its passage and thirty (30) days after its publication according to law, subject to City Charter Provision, Section 5.7.

PASSED by the City Council of the City of Ramsey, Minnesota, the 9th day of April, 2013.

_____
Mayor Sarah Strommen

ATTEST:

_____
City Clerk Jo Ann M. Thieling

Introduction date:	March 26, 2013
Posting dates:	XXXXX
Adoption date:	XXXXX
Publication date:	XXXXX
Effective date:	XXXXX

CC Regular Session **7. 4.**

Meeting Date: 04/09/2013

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

Information

Title:

Approve Amended Easement for Emergency Egress - Ramsey Rail Station

Background:

In December 2011, the City Council approved the original easement for the Ramsey Rail Station emergency egress. This easement has to be expanded by four feet to handle the new utility building. This action requires Council grant the easement as amended.

Attached to this case is the"red-lined" version of the easement -as well as the final - clean copy and the sketch of same. Note the only amendment is 42.00 to 46.00 feet.

Observations/Alternatives:

The property on which the easement is located is owned by the City and was purchase with Right-of-way Acquisition Loan Funds (RALF). A state program that has been used extensively by Ramsey to purchase properties in the Highway 10 corridor for the future upgrade to freeway status. The City and the State need to approve of any additional encumbrances on the property such as this easement.

The easement became necessary to accommodate safety guidelines that require a certain emergency egress area for rail passengers, that had to be modified due to the new utility building.

Not approving the easement would have the effect of denying the utility building. The utility building site was previously approved by the City and will benefit rail customers by providing a heated rail platform.

Recommendation:

It is recommended that hte Council approve the amended easement as proposed.

Funding Source:

No funding is required. Metro Transit has prepared and will file the easement once approved by the City.

Council Action:

Motion to approve the emergency easement for Ramsey Rail Station as amended from 42.00 feet to 46.00 feet.

Attachments

Easement for Emergency Egress Ramsey Station

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	04/04/2013 04:23 PM

Form Started By: Jo Thieling Started On: 04/02/2013 12:44 PM

Final Approval Date: 04/04/2013

COUNTY OF ANOKA

OFFICE OF ANOKA COUNTY SURVEYOR

GOVERNMENT CENTER
2100 3rd Avenue Room 224 Anoka, MN 55303-5033
Phone: 763-323-5510 Fax: 763-323-5418

LARRY D. HOIUM
Anoka County Surveyor

~~December 22, 2011~~October 18, 2012

PERMANENT EASEMENT FOR EMERGENCY EGRESS
OWNER: CITY OF RAMSEY

A permanent easement for emergency egress purposes, over, under, and across the northeasterly ~~42~~46.00 feet of that part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 32 North, Range 25 West, Anoka County, Minnesota, described as follows:

Commencing at the intersection of the west line of said Northeast Quarter of the Southwest Quarter with the northerly right of way line of U.S. Highway No. 10; thence southeasterly along said northerly right of way line a distance of 625.00 feet to the point of beginning of the land to be described; thence continuing southeasterly along said northerly right of way line a distance of 464.63 feet, more or less, to a point thereon distant 386.98 feet northwesterly of the intersection of said northerly right of way line with the east line of said Northeast Quarter of the Southwest Quarter; thence northeasterly at right angles to said northerly right of way line a distance of 216.17 feet, more or less, to the southerly line of the BNSF Railway Company, formerly known as the Burlington Northern Railroad; thence northwesterly along said southerly line of the BNSF Railway Company a distance of 476.91 feet, more or less, to a point thereon distant 691.80 feet southeasterly from its intersection with said west line of the Northeast Quarter of the Southwest Quarter; thence southwesterly a distance of 195.39 feet, more or less, to the point of beginning.

Said northeasterly ~~42~~46.00 feet is measured perpendicular to said southerly line of the BNSF Railway Company.

P.I.N. 28-32-25-31-0005

COUNTY OF ANOKA

OFFICE OF ANOKA COUNTY SURVEYOR

GOVERNMENT CENTER
2100 3rd Avenue Room 224 Anoka, MN 55303-5033
Phone: 763-323-5510 Fax: 763-323-5418

LARRY D. HOIUM
Anoka County Surveyor

October 18, 2012

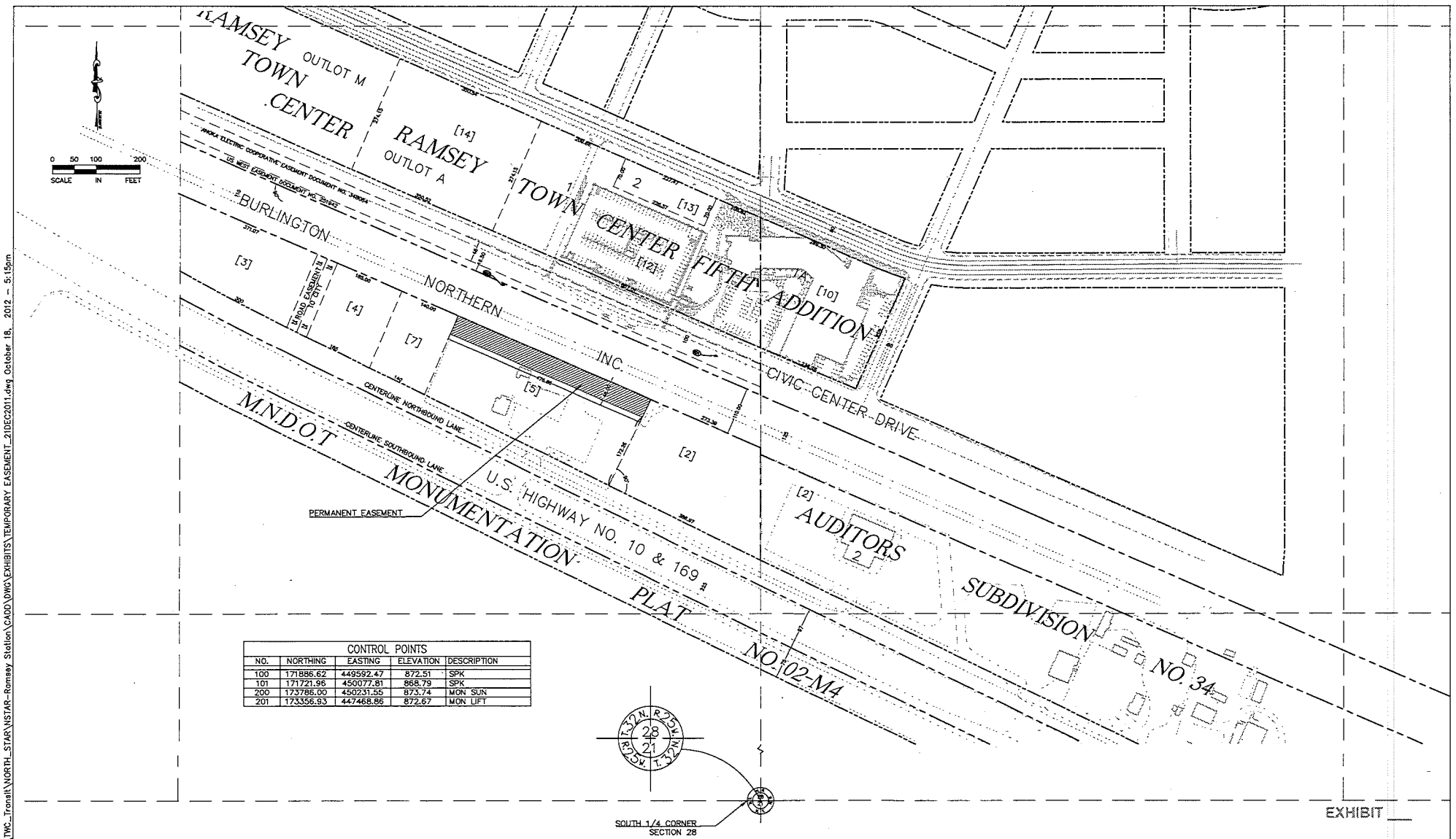
PERMANENT EASEMENT FOR EMERGENCY EGRESS
OWNER: CITY OF RAMSEY

A permanent easement for emergency egress purposes, over, under, and across the northeasterly 46.00 feet of that part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 32 North, Range 25 West, Anoka County, Minnesota, described as follows:

Commencing at the intersection of the west line of said Northeast Quarter of the Southwest Quarter with the northerly right of way line of U.S. Highway No. 10; thence southeasterly along said northerly right of way line a distance of 625.00 feet to the point of beginning of the land to be described; thence continuing southeasterly along said northerly right of way line a distance of 464.63 feet, more or less, to a point thereon distant 386.98 feet northwesterly of the intersection of said northerly right of way line with the east line of said Northeast Quarter of the Southwest Quarter; thence northeasterly at right angles to said northerly right of way line a distance of 216.17 feet, more or less, to the southerly line of the BNSF Railway Company, formerly known as the Burlington Northern Railroad; thence northwesterly along said southerly line of the BNSF Railway Company a distance of 476.91 feet, more or less, to a point thereon distant 691.80 feet southeasterly from its intersection with said west line of the Northeast Quarter of the Southwest Quarter; thence southwesterly a distance of 195.39 feet, more or less, to the point of beginning.

Said northeasterly 46.00 feet is measured perpendicular to said southerly line of the BNSF Railway Company.

P.I.N. 28-32-25-31-0005



CONTROL POINTS				
NO.	NORTHING	EASTING	ELEVATION	DESCRIPTION
100	171886.62	449592.47	872.51	SPK
101	171721.96	450077.81	868.79	SPK
200	173786.00	450231.55	873.74	MON SUN
201	173356.93	447468.86	872.67	MON LIFT

EXHIBIT ___

DATE	REVISIONS	BY
12/21/2011	PERMANENT EASEMENT EXHIBIT	
10/16/2012	SNOW MELT BUILDING REVISION	
	RECORD DRAWING	

Kimley-Horn and Associates, Inc.

NORTHSTAR COMMUTER RAIL

JOB NAME: PERMANENT EASEMENT
NORTHSTAR CORRIDOR RAIL PROJECT
LOCATION: RAMSEY, MN
STATION NAME: RAMSEY

DRAWN BY: LMR	
FILE: PERMAMENT EASEMENT	
DATE: 10/18/2012	SCALE: AS SHOWN
JOB NUMBER	SHEET
160508004	1 OF 1

K:\TWC_Transit\NORTH_STAR\NSTAR-Ramsey Station\CADD\DWG\EXHIBITS\TEMPORARY EASEMENT_21DEC2011.dwg October 18, 2012 - 5:15pm