

City of Ramsey
Agenda
Regular City Council
Tuesday August 27, 2013

7:00 pm

Council Chambers, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Presentation**
 - 1) Mayor Strommen will read the Proclamation for Constitution Week. If a representative of the Daughters of the American Revolution is present, Mayor Strommen will present them with the proclamation.**
- 3. Citizen Input**
- 4. Consent Agenda**
 - 1. Note the Following Boards and Commissions Meeting Minutes:**

Park and Recreation Commission Meeting Minutes Dated June 13, 2013
Environmental Policy Board Meeting Minutes Dated July 1, 2013
Economic Development Authority Meeting Minutes Dated July 11, 2013
Economic Development Authority Meeting Minutes Dated July 18, 2013
Planning Commission Meeting Minutes Dated July 18, 2013
 - 2. Approve the Following Meeting Minutes:**
 1. City Council Work Session - August 13, 2013
 2. City Council Regular - August 13, 2013
 - 3. Approve License Applications**
 - 4. Approve Environmental Policy Board's 2013-2014 Proposed Work Plan**
 - 5. Approve the Emerald Ash Borer Management Plan**
 - 6. Approve Receipt of Pedestrian and Bicycle Trail Easement**
 - 7. Approve Revised Site Plan and Development Permit for McDonald's**
 - 8. Consider Response to City of Anoka Comprehensive Plan Amendment for South Ferry Street Area**
 - 9. Adopt Resolution #13-08-141 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 8, 2013 through August 21, 2013**
 - 10. Adopt Resolution #13-08-138 Proclaiming September 17 - 23, 2013 as Constitution Week**
 - 11. Adopt Resolution #13-08-143 Appointing Councilmember Johns to the Finance Committee**

12. Adopt Resolution #13-08-137 Authorizing Partial Payment to Douglas-Kerr Underground LLC for Project 13-11 COR TWO-Sunwood Retail Stage One

5. **Approve Agenda**

6. **Public Hearing**

7. **Council Business**

1. Adopt Ordinance #13-15 to Establish Armstrong Boulevard Interchange Overlay District

2. Adopt Ordinance #13-16 Amending City Code Relating to Surfacing Requirements in the Official Map Overlay District and Other Highway 10 Improvement Impact Areas

3. Adopt Resolution #13-08-147 Requesting that Anoka County Housing and Redevelopment Authority (ACHRA) Allocate \$215,561 of its 2014 Levy toward Economic Development Activities in the City of Ramsey

4. Report from the Personnel Committee – August 27, 2013

Case 2 of 4: Resolution to End a Part-time Building Maintenance Worker's Probation

Case 3 of 4: Resolution to Hire a Building Official and Continue Relationship with St. Francis

Case 4 of 4: Resolution to Recruit for an Engineering Technician III

Note: Case 1 of 4 was for discussion only.

8. **Mayor/Council/Staff Input**

1) **Reminder: The Farmer's Market is open from 3:00 to 7:00 p.m. each Thursday - adjacent to The Amphitheater in The Draw**

2) **Also - Entertainment in the Amphitheater each Thursday from 6:30 to 8:00 p.m.**

9. **Adjournment**

CC Regular Session

4. 1.

Meeting Date: 08/27/2013

By: JoAnn Shaw, Community Development

Information

Title:

Note the Following Boards and Commissions Meeting Minutes:

- Park and Recreation Commission Meeting Minutes Dated June 13, 2013
- Environmental Policy Board Meeting Minutes Dated July 1, 2013
- Economic Development Authority Meeting Minutes Dated July 11, 2013
- Economic Development Authority Meeting Minutes Dated July 18, 2013
- Planning Commission Meeting Minutes Dated July 18, 2013

Background:

Notification:

Observations:

Recommendation:

Funding Source:

Council Action:

Attachments

Park 6.13.13

EPB 7.1.13

EDA 7.11.13

EDA 7.18.13

Planning 7.18.13

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kurt Ulrich

Date
08/22/2013 08:35 AM
Started On: 08/14/2013 12:08 PM

Form Started By: JoAnn Shaw

Final Approval Date: 08/22/2013

**PARK AND RECREATION COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey Park and Recreation Commission conducted a regular meeting on June 13, 2013 at Alpine Park, Ramsey, Minnesota.

Commission Members Present: Chairperson Angela Olsen
 Vice Chair Shane Bennett
 Commissioner Richard Chubb
 Commissioner Thomas Mobry

Commission Members Absent: Commissioner Bridgett Barr (excused)
 Commissioner Andrew Fyten (excused)
 Commissioner David Minke (excused)

Also Present: Parks & Assistant Public Works Superintendent, Mark Riverblood
 Intern, Andrew Langholz
 Resident, Jill Johns

1. CALL TO ORDER

Chairperson Olsen called the Park and Recreation Commission meeting to order at 6:35 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Commissioner Chubb, seconded by Commissioner Bennett, to approve the Park and Recreation Commission meeting agenda as presented.

Motion carried. Voting Yes: Chairperson Olsen, Commissioners Chubb, Bennett, and Mobry.
No: None. Absent: Commissioners Barr, Fyten, and Minke.

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes dated May 9, 2013

Motion by Commissioner Mobry, seconded by Commissioner Bennett, to approve the following Park and Recreation Commission Regular Meeting Minutes:

- 1) Park and Recreation Commission Regular Meeting Minutes dated May 9, 2013.

Motion carried. Voting Yes: Chairperson Olsen, Commissioners Mobry, Bennett, and Chubb. No: None. Absent: Commissioners Barr, Fyten, and Minke.

5. COMMISSION BUSINESS

5.01: Consider Volunteer Landscape Improvements for Fox Park

Parks & Assistant Public Works Superintendent Riverblood reviewed the Volunteer Landscape Improvements for Fox Park. Fox Park is an approximate 22 acre neighborhood park (largely wetland) located in the northeast quadrant of Ramsey. The park was dedicated in the early 1990's and soon thereafter developed with playground, tennis court, and trail with boardwalk connecting the north and south portions that are separated by wetland.

Parks & Assistant Public Works Superintendent Riverblood noted in 2012, Excel Energy cleared all trees under the transmission line that is over the south property line of the park - leaving that prominent portion of the park stark in appearance. Neighborhood resident Brooke Beaton is proposing landscaping this area in a manner that is consistent with vegetation under power lines, and one that is not unduly labor intensive. It was noted that Ms. Beaton was present to describe her ideas, which include a neighborhood fund-raising plan for the landscape materials. At this time there are no municipal funding needs known.

Brooke Beaton, resident near Fox Park, presented her ideas for landscaping at the park. Because of the loss of trees, much of the wildlife has disappeared. She is pulling members from the Anoka Ramsey Women of Today to help with this project. She provided photographs for the Commission review. Ms. Beaton has been working with Green Valley Greenhouse and has developed a proposal showing plantings, etc. The plan would be to remove the tree stumps and fill the area in with plantings. The plants selected will attract the wildlife back to the area. Perennial gardens will also be planted. Some plantings around the outhouse would also be added. The estimated price for the full scale planting totals \$6000. The women she works with would do as much of the planting as they could and so far, \$1000 has been raised by the group. She believes this is a great project for her group. She has received positive response from the neighborhood around the park.

Commissioner Bennett asked if there was an estimate on the cost of stump removal.

Parks & Assistant Public Works Superintendent Riverblood stated the City could do it with a backhoe or with a stump grinder, which would be a slow process.

Chairperson Olsen asked if there are any monies in the capital improvement fund.

Parks & Assistant Public Works Superintendent Riverblood stated he would like to meet with Brooke and go over the scope of the project and possibly come up with some City monies that may be available. He suggested the Anoka, Ramsey, Andover Women of Today adopt the park.

Ms. Beaton stated that has been discussed.

Jill Johns, 6043 174th Avenue NW, asked if there is a grant available.

Parks & Assistant Public Works Superintendent Riverblood stated there is and the cap is \$5,000.

Chairperson Olsen thanked Ms. Beaton for her work on this.

Commissioner Mobry asked if Green Valley may donate some of the plantings.

Ms. Beaton stated Green Valley may be open to that as they have been very good to work with. They have offered 20% discount on all plants purchased for this project.

The consensus of the Commission was to further explore this project.

Parks & Assistant Public Works Superintendent Riverblood stated the plan can be looked at more closely with possible revisions to the types and locations of some of the plants.

Ms. Beaton stated possibly with the planting plan the stumps could remain.

Parks & Assistant Public Works Superintendent Riverblood stated some top soil could be brought in to cover the stumps.

Commissioner Bennett suggested a meeting be held before the next Commission meeting at the Park to look at the suggestions with Ms. Beaton.

6. COMMISSION/STAFF INPUT

Commissioner Chubb noted at Fox Park, some of the boards along the walkway are loose and need to be secured.

6:01: ARAA's Proposal to Contribute Batting Cages for Alpine Park

Parks & Assistant Public Works Superintendent Riverblood reviewed he met with ARAA yesterday and they are proposing to contribute 2 or 4 batting cages at Alpine Park. Staff will be working with ARAA to determine specifications. They may need a little money to close the gap. The location of the batting cages will need to be determined.

6:02: Status of 2013 Parks Capital Improvements

Parks & Assistant Public Works Superintendent Riverblood reviewed last month they had met at Elmcrest Park to look at the proposed plan for improvements to that park. The City Council met in Work Session and good input was received from the Council on the Parks Capital Improvement Plan.

6:03: Upcoming Planning for the Proposed Lake and Public Space within The COR

Parks & Assistant Public Works Superintendent Riverblood noted the Plan 5.0 for The COR does not include a detailed plan for the proposed lake and public space. The City needs to decide how the lake would be designed. The Park Commission will be reviewing the specifications for the next six months and will be reviewed with other commissions within the City and the City Council. Parks & Assistant Public Works Superintendent Riverblood will keep the Commission up to date on the progress. Collection of digital plans from other City developments similar to what is imagined for The COR.

6.04: Review May 18 Volunteer Tree Planting at North Commons

Parks & Assistant Public Works Superintendent Riverblood reported the tree planting was done in the rain. All trees were planted and mulched. One resident showed up.

Chairperson Olsen asked if the North Commons playground would be constructed.

Parks & Assistant Public Works Superintendent Riverblood stated it was approved by the City Council. Additionally, the playground for Elmcrest will be part of the building project there but the footprint design and traffic flow needs to be decided. Vendors will be asked to help with developing plans for the playground and the associated landscape at Elmcrest.

6.05: Update on The Draw Summer Event Series

It was noted that a couple more sponsors were secured for the Draw Summer Event Series and Andrew Langholz, Park and Recreation Intern, will be handling the events. The first concert is June 20th.

7. ADJOURNMENT

Motion by Commissioner Bennett, seconded by Commissioner Chubb, to adjourn the meeting.

Motion carried. Voting Yes: Chairperson Olsen, Commissioners Bennett, Chubb, and Mobry. No: None. Absent: Commissioners Barr, Fyten and Minke.

The Park and Recreation Commission meeting adjourned at 7:15 p.m.

Respectfully submitted,



Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe
TimeSaver Off Site Secretarial, Inc.

**ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

On Monday, July 1, 2013, the Environmental Policy Board (EPB) met in the Rum 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 Larry Lewis
 Board Member Tara Prendergast
 Board Member Michael Valentine

Members Absent: Board Member Michael Hiatt
 Board Member Thomas Stodola

Also Present: Associate Planner/Environmental Coordinator Chris Anderson
 Development Services Manager Tim Gladhill

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 Lewis to approve the agenda as submitted.

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

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated June 3, 2013

Motion by Board Member Valentine and seconded by Board Member Bentz to approve the regular meeting minutes dated June 3, 2013.

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

5. POLICY BOARD BUSINESS

5.01: Consider Draft 2013-2014 Work Plan

Associate Planner/Environmental Coordinator Anderson presented the staff report. He stated that in reviewing the information, the tree sale is trending in the wrong direction and did not believe that it would be beneficial for the Board to continue with that event. He stated that if the Board wishes to continue with the event, changes would need to be made and more participation from the Board would be required, but stated that the percentage of sales to Ramsey residents does not appear to merit continuing.

Chairperson Max stated that although he understood the merit behind discontinuing the tree sale, he thought it a bit ironic that the tree sale would be discontinued at the same time the Board is expressing the intent for the City to lead by example and be more environmentally proactive.

Board Member Bentz suggested selling trees in the fall during the Expo rather than holding it in the spring.

Associate Planner/Environmental Coordinator Anderson stated that the logistics of having the trees onsite at Happy Days would prevent that from occurring. He noted that perhaps a local nursery would want to sell trees with a voucher system during the Business Expo. He stated that if the Board would like to further discuss the tree sale the language should be included in the Work Plan.

Board Member Valentine stated that he understood the irony but suggested that the program be reviewed under the overall context and noted that energy may be better served in another area.

Chairperson Max stated that perhaps it would be best to not hold the tree sale for the next year or two and focus efforts on other areas that could then create a demand for a future tree sale.

Board Member Lewis commented that while he would not rule out the tree sale as dead, he would postpone discussions until early winter.

Community Development Manager Gladhill discussed the Housing Assistance Policy and the process of review by the Planning Commission and City Council prior to tonight. He asked that the Board review the best management practices and provide input. He stated that the intent tonight was simply to request that the Board add the item to their Work Plan. He noted that additional guidance would be provided in the future. He also provided an update on the Strategic Plan and noted that a presentation should be forthcoming.

Chairperson Max questioned the difference between this and overall landscape issues.

Community Development Manager Gladhill provided examples and noted that the policy would apply citywide but would also address projects that exceed the minimum standards in return for financial assistance from the City. He stated that the City does not have a large pool of money to assist in housing developments and noted that the funds that are there should be used to assist in the creation of a shining star of the type of development the City would like to see. He estimated that work would begin by the Board in one to two months and noted that this should be a quality project. He referenced the Strategic Plan and commented that the City Administrator and Mayor

are working together to develop a Communication Plan to introduce the Strategic Plan. He stated that there are a number of goals identified in the Plan that would tie into the work completed by the Board.

Associate Planner/Environmental Coordinator Anderson stated that the agendas for the near future will be very full and noted that the Work Plan would most likely be reviewed by the City Council at a regular meeting rather than a Work Session prior to a regular meeting. He stated that it is likely that the Mayor and City Administrator may want to meet with the Board directly to present the Communication Plan for the Strategic Plan.

Chairperson Max suggested that an item should be included on the Work Plan that states the Board will continue public outreach via the City newsletter and QCTV. He also believed the tree inventory should be included as an implementation project.

Associate Planner/Environmental Coordinator Anderson confirmed that the Board was comfortable with the four categories and the language used. He noted that the Board is somewhat limited in the amount of work they can take on with 12 meetings per year. He noted that it would be the decision of the Board whether to present the Work Plan to the Council prior to the Communication Plan presentation.

Chairperson Max stated that perhaps it would be beneficial to have discussion by Subcommittees for specific topics in the future. He stated that he did not think it would matter when the Work Plan was presented to the City Council.

Associate Planner/Environmental Coordinator Anderson stated that while he would prefer to meet with the City Council at a Work Session, which would not be possible in the near future, but agreed that it would not hurt to present earlier.

Board Member Lewis questioned if a copy of the Work Plan could be sent to the Council in a packet form for review prior to the presentation from the Board.

Associate Planner/Environmental Coordinator Anderson stated that he would forward the document to City Councilmember Letourneau and ask if he would be comfortable distributing that information to the Council. He stated that the plates of the Council are pretty full and was unsure of the amount of time the Councilmembers would have.

Development Services Manager Gladhill noted that the City Attorney should review that possibility to ensure open meeting laws are not violated.

Board Member Bentz stated that from experience he would say to present the information to the City Council at a regular meeting, as much discussion is not had at Work Sessions for this item, and noted that if the Council felt further discussion was warranted they could direct the item to a Work Session.

Associate Planner/Environmental Coordinator Anderson stated that perhaps he can speak with the Council Liaison and have him enter the draft Work Plan at a regular Council meeting and enter the document into the record at that time, with the possibility of a Work Session in the future.

Motion by Board Member Lewis and seconded by Board Member Valentine to approve the 2014 Work Plan as discussed and present the Work Plan through the Council Liaison at the next City Council meeting for review and input.

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

5.02: Review Draft Emerald Ash Borer Management Plan

Associate Planner/Environmental Coordinator Anderson presented the staff report and briefly reviewed the draft version of the Emerald Ash Borer Management Plan for the benefit of newer Board Members that have not seen the information. He also reviewed the proposed presentation for the Council that had been prepared in the past. He noted that it is difficult to detect the Emerald Ash Borer early and there are no natural predators. He advised that there is ongoing research to determine a better method of treatment and identification. He noted that a number of items included in the Plan are already being implemented; highlighting the tree inventory that still needs to be completed. He provided additional information on the many benefits that would be provided through a tree inventory and explained the definition of street or boulevard trees to be City maintained trees. He stated that unlike other species, when Ash trees die they become very brittle very quickly which is another unfortunate side effect of having a large inventory of Ash trees.

Board Member Bentz stated that perhaps the action should begin now rather than waiting for the bug to get here.

Associate Planner/Environmental Coordinator Anderson stated that many of the items have already been implemented.

Board Member Bentz questioned why quarantine is not instituted now in order to further delay the arrival.

Associate Planner/Environmental Coordinator Anderson stated that the State does not like to make that decision until there is proof. He explained that this policy was drafted by the EPB in 2010 and advised that the City stopped allowing Ash trees to be planted on public property around 2008. He explained that while the City can discourage the planting of Ash trees on private property, they did not want to limit a resident's right to plant the type of tree desired.

Motion by Board Member Valentine and seconded by Board Member Lewis to recommend that the City Council adopt the Emerald Ash Borer Management Plan.

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

Associate Planner/Environmental Coordinator Anderson stated that it would be his intent to group as many items as he could together for presentation to the City Council and asked that as many Board Members as possible attend the meeting, whether that occur at a regular or work session meeting.

5.03: Rain Garden Demonstration Project Update

Associate Planner/Environmental Coordinator Anderson presented the staff report. He noted that the Parks Supervisor will be meeting someone onsite to discuss the prairie restoration project also on the Alpine Park site. He advised that he has been invited to attend the meeting as well and hoped that he would be able to pull the expert over to this site to obtain further suggestions for this project.

Chairperson Max questioned if this was the best location for a demonstration site because it does not have very wet conditions.

Associate Planner/Environmental Coordinator Anderson stated that the intent of a rain garden is not to hold water, but noted that the soil could be amended onsite to delay the absorption of the water.

Board Member Bentz stated that the project should have similar soils to Ramsey residents and should not be amended.

Associate Planner/Environmental Coordinator Anderson noted that the expert would be able to provide some good feedback the following day. He confirmed that the intent would be to use gallon size plants to create a fairly quick visual impact. He also confirmed that staff will take pictures before, during and after. He asked that the Board consider holding the planting on a weekday, possibly before a regular EPB meeting and noted that the regular meeting could be held onsite at the park. He stated that if everything were to come together the planting could occur in conjunction with the August Board meeting.

5.04: Environmental Expo Update

Associate Planner/Environmental Coordinator Anderson presented the staff report, noting that he did receive a fourth confirmation of registration (Home Depot) for exhibitors. He noted that in conversations with Mayor Strommen, she would try to verify the availability of the desired keynote speaker within the next two weeks. He confirmed that it is not unusual to only have a few exhibitors confirmed at this time and verified that he would accept assistance from Board Members in the recruitment of exhibitors.

Board Member Prendergast confirmed that there is no charge for the Environmental Expo exhibitors.

Chairperson Max noted that petting zoos have been widely popular.

Board Member Bentz stated that perhaps the petting zoo could be included, but not funded through the EPB.

Associate Planner/Environmental Coordinator Anderson confirmed that it was his understanding that the desire was not to fund the petting zoo through the EPB but to ensure that this would not conflict with the exhibitors for the Expo. He referenced the Subcommittee, which met following

the June meeting to develop the five survey questions that could be presented to residents at the Expo.

Board Member Bentz commented that some of his neighbors verified that they would be willing to complete the survey.

Chairperson Max stated that he believed the questions to be a great start and advised of additions that he would make including the addition of a scale and different language suggestions.

Board Member Lewis referenced question four and the desired information that would be obtained.

Board Member Valentine stated that he viewed it as a measure of engagement for residents.

Associate Planner/Environmental Coordinator Anderson confirmed that Chairperson Max will work to wordsmith some of the questions and bring that information back for further review at the August meeting. He noted that he would prefer to reserve a booth with electricity for the Board at the Expo and conduct the survey on a site such as Survey Monkey. He advised that at the direction of the Board the survey could be left open for a specific length of time to allow additional resident response.

Board Member Prendergast stated that some of the items she was unsure of and questioned if some of the answers should be more than a yes or no answer. She also noted that “green” could have many different interpretations.

Associate Planner/Environmental Coordinator Anderson referenced the green question and stated that perhaps that item should be tweaked because of the broad interpretation of “green” and the level of understanding for those not familiar with environmental issues. He noted that if a date for survey results was listed it should be estimated as the January/February issue of the newsletter as that would allow time for the Board to compile the results. He advised that a snapshot of the results could be published in the newsletter with full results available online.

Board Member Bentz noted that it would also be helpful for staff and the City Council to complete the survey as well.

6. BOARD / STAFF INPUT

- **Monthly Recycling Event**

Associate Planner/Environmental Coordinator Anderson advised that the first monthly collection event hosted by Ace Solid Waste took place about two weeks ago. He noted that he intends to send a mailing before the July and August events to promote the monthly events. He advised that he was unable to send a mailing before the June event but noted that Ace sent out electronic notification to their customers. He reported that even with very minimal marketing for the June event, there were still about 50 participants. He advised that the fall event will still take place in September.

7. ADJOURNMENT

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

The meeting adjourned at 9:30 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.

**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, July 11, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Phillip Brunt
 Member John LeTourneau (arrived at 7:34 a.m.)
 Member Chris Riley
 Member Wayne Skaff
 Member Kristine Williams

Members Absent: Member Glen Hardin

Also Present: Patrick Brama, Assistant to the City Administrator
 Tim Gladhill, Development Services Manager
 Kurt Ulrich, City Administrator

Guests: Tom Anderson
 Tim Nichols
 Dick Tollette

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:31 a.m.

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve EDA Meeting Minutes Dated June 6, 2013

Motion by Member Skaff, seconded by Member Brunt, to approve the minutes dated June 6, 2013.

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

4. EDA BUSINESS

4.01: Discussion of 167th Avenue and Highway 47 Node

Assistant to the City Administrator Brama provided a brief history of this node and stated this topic has been discussed with the City Council and EDA for a number of years and a number of studies and conceptual plans have been completed including retail analysis studies. He reported that a meeting with the property owners was held on June 5th and a summary of that meeting was included in the agenda. He stated that all of the property owners except the cabinet property indicated an interest in selling the property, all of the property owners indicated they were interested in the EDA sponsoring a marketing package, and all of the property owners indicated they were willing to consider a Comprehensive Plan amendment. He advised that Rum River Hills is interested in pursuing a residential development and staff met with an ownership group from Rum River Hills in June to review a preliminary concept proposal. He presented a concept map of the Rum River Hills proposal and stated the proposal includes a residential development with approximately 250 townhome units. He stated part of this proposal includes a request by Rum River Hills for an underpass near TH47 that would be used by golfers and provides a benefit for pedestrians getting across TH47. He stated the proposal also includes extension of sewer service and it is estimated this extension would cost approximately \$1.5 million, adding the City has a sewer fund balance of \$3.4 million and it would be possible to utilize that funding source to extend sewer service. He indicated the underpass is estimated to cost approximately \$400,000 and not \$500,000 as noted in the staff report and Rum River Hills has asked the City to consider participating financially in the cost of the underpass. He advised that Rum River Hills has requested the City consider TIF financing and staff has determined that \$3.1 million in future dollars would be available through TIF if the project came to fruition. He pointed out that establishment of a redevelopment TIF district would require the City to correct blight issues on the north side. He stated that Rum River Hills has asked the City to participate financially with sewer costs and it is predicted that the City would recoup approximately half its costs through connections to the sewer system. He stated that Rum River Hills has also asked that the City consider donating the land needed for the golf holes. He added the total value of the support requested from the City is approximately \$2.1 million.

Development Services Manager Gladhill stated that the Peterson parcel includes substantial wetland and any development plans will need to consider potential wetland impacts; in addition, there is a large gas line easement through the City owned parcel.

Assistant to the City Administrator Brama stated the City's financial consultant has determined that a redevelopment TIF district is conceptually possible but it will be important to make sure the City meets the criteria for a TIF redevelopment district.

Mr. Tom Anderson provided a brief history of their previous work on this site and stated their original proposal included 71 units on approximately six acres and they believe that the site can be increased to fifteen acres and the number of housing units increased accordingly. He expressed appreciation to City staff for their work on the concept plans.

Mr. Tim Nichols stated he owns a number of different development companies that develop senior housing as well as market rate rental housing and has spent a lot of time working with

communities and developers on similar projects, with the most recent project in Apple Valley. He indicated their senior housing focus includes Summerhill, Seasons, and Gramercy, as well as the Real Life Cooperative in Coon Rapids.

Mr. Dick Tollette stated if this project were to move forward they would have to be on a slow pace because the golf holes would have to be playable since they cannot be in a situation where they would have to shut down for a year.

Chairperson Steffen asked about access on the east side.

Mr. Tom Anderson stated they would have to deal with Mn/DOT on access and believe that access would come off 167th with a new service road.

Chairperson Steffen requested further information regarding types of housing.

Mr. Tim Nichols stated that market demands and the desires of the community will need to be considered to make sure market demands are met and the City's vision is achieved, adding he felt that some higher density would be required in this project.

Member LeTourneau stated the master vision around this node is about commercial development and returning the 167th node back to a viable retail and commercial center. He felt that a housing piece is needed, adding he liked how the concept plan dovetails with the golf course and brings this corridor together. He requested further information about the housing stock and target demographic.

Mr. Tim Nichols stated they will look at the total development and how residential housing is going to impact the entire community, adding he felt that housing is required to make a successful retail node because the retail will spur out of a well-planned residential development.

Mr. Tom Anderson felt the demographics would be an age bracket of 45-50 and up. He stated they feel this is a win-win situation for all parties and for the golf course, they need something to keep their operation viable and this is a way for them to retire their debt and make a viable golf course; for the bank, it recovers some value out of the property; for the City, it provides an opportunity to redevelop that area and make it viable again and the two golf holes on the City owned property will make good use of this property.

Chairperson Steffen asked if there are any zoning issues with the site.

Development Services Manager Gladhill replied the City will need to look at how the proposal transitions to adjacent areas and if the proposal is compatible with the surrounding area. He indicated the green space associated with the golf course creates a buffer to the surrounding single-family area and the wetlands create separation as well.

Chairperson Steffen asked if the buildings to the north would have to be demolished.

Assistant to the City Administrator Brama replied in the affirmative and stated the premise behind TIF districts is to address blighted areas and if a redevelopment TIF district is created, the

City will need to make sure the blight issue is addressed. He added that a developer might be willing to take out the properties on the north side as part of an overall grant through the State.

Mr. Tom Anderson indicated they see this as a PUD and understand that redeveloping the area on the north side is key to securing TIF money.

Member Skaff stated he was encouraged by the concept plan and what it could do for the City.

Member Riley stated that the project needs to focus on the north side as well in order to make it work, adding he felt the concept plan sounded good. He asked about what happens to park access to Elmcrest Park.

Development Services Manager Gladhill stated there is temporary access off Quicksilver and the ultimate plan includes a realignment of Quicksilver with the park access road.

It was the consensus of the EDA to pursue the preliminary proposal presented by Rum River Hills, including a willingness to consider assistance for the sewer connection, a TH47 underpass, and a land write down.

Development Services Manager Gladhill indicated the proposal includes a number of land use planning items and suggested that the Planning Commission review these items in August to discuss the land use concept.

Member Riley expressed concern that there would not be enough TIF funds available for cleanup and redevelopment of the north side of the site.

Assistant to the City Administrator Brama acknowledged Member Riley's concern and agreed the City would need to address this as part of establishing a redevelopment TIF district. He indicated if the City could combine the TIF funds with State money the City might be able to put together a comprehensive plan for the entire side. He agreed that Rum River Hills needs to include a plan for the north side.

Chairperson Steffen thanked the representatives from Rum River Hills for attending the meeting.

Mr. Brama indicated that staff will further investigate available DEED programs and stated there are some redevelopment programs through the State that could be used in conjunction with TIF or separately to help with this area. He advised that Community Pride Bank continues to make frequent inquiries regarding a potential rezoning of properties on the north side for industrial or manufacturing type uses and has asked staff to inquire whether the EDA has had a shift in its policy direction. He noted the ownership group indicated they were not opposed to rezoning these retail properties on the north side to allow warehouse or industrial uses.

Chairperson Steffen stated the EDA and Planning Commission have considered the rezoning and both bodies have indicated they are not interested in changing the zoning.

Mr. Brama advised the EDA previously indicated it was interested in pursuing a marketing package for this node and the ownership group has expressed an interest in a marketing package.

He requested permission from the EDA to obtain proposals for a marketing package to present to the EDA for review.

Member LeTourneau noted that the staff report includes information regarding current property owners, maps, and financial assistance options and suggested publicizing this information on the City's website as a form of marketing package instead of going out and paying for something. He added he felt the stakeholders should participate in the distribution and cost of any marketing package.

Assistant to the City Administrator Brama agreed to prepare a revised marketing information package for review by the EDA at its next meeting. He indicated the City has limited capability from a marketing perspective and asked the EDA to consider listing with a broker or someone with a larger reach for investors. He agreed to present the EDA with options regarding marketing at its next meeting.

Chairperson Steffen stated he would like to see the owners agree to list the site together with one sign and one broker and requested that staff discuss this with the ownership group.

City Administrator Ulrich indicated that a potential compromise that could add value is to clear the site and consolidate the parcels for sale. He stated the EDA could front the money to clear the site if the property owners agreed to list the site with one realtor and sell it as a block. He stated the City could also offer assistance with demolition costs.

Member Williams felt that offering any demolition assistance and/or incenting the property owners to work together needs to be part of a bigger plan and felt the property owners and brokers should be leading that effort, adding the EDA's appropriate role is as a facilitator.

Mr. Brama stated that one DEED program allows a 50% match to a developer or city to demolish buildings to redevelop a parcel and the City could get a grant for eligible costs. He stated another DEED program includes a loan program from the State to purchase and demolish properties. He stated if the City were able to redevelop the north side, half the loan would be forgiven and a benefit of the loan program is that the City would not have to make repayment for two years. He added the grant program would be advertised through the marketing package and the demolition costs for the three buildings could be part of the marketing package.

Member Brunt stated it was his impression that the EDA agreed that a housing development in this area would lead to a better performing commercial node that included both the north and south side. He expressed concern that the Rum River Hills proposal is for the south side only and felt that any development proposal has to include both the north and south sides. He asked if the Rum River Hills representatives understand that the EDA wants a development proposal for the entire site.

Chairperson Steffen stated the Rum River Hills representatives know something has to happen on the north side, adding he did not think it has to be one developer for the whole site. He stated he felt the City should be the facilitator and the City can help them put together a marketing package and select a broker.

Member LeTourneau suggested the City facilitate a meeting between the property owners on the north side to talk about making this one parcel, followed by a second meeting with the north and south sides about how the site can be built collaboratively; following those meetings, the City will have a better understanding about their willingness to work together.

Assistant to the City Administrator Brama stated the properties to the north are all willing to sell and they are willing to market the site collectively.

Member LeTourneau stated the property owners on the north side are still asking for a manufacturing use and they need to talk about this as one large retail development parcel.

City Administrator Ulrich suggested sharing the Rum River Hills concept drawings with the property owners on the north side to explain this as a holistic concept and to discuss whether to consolidate the parcels.

Member Riley stated the EDA backed off from saying this should be retail and the City was told retail will not work and the City has proof that it is not working.

Member LeTourneau stated that for years the City has been talking about restoring this area as a commercial node and was concerned that the EDA might not be aligned on this issue.

Member Williams felt this was a viable retail node even though there are some who say it is not viable. She added that housing starts in the City will help retail and commercial development in the City.

Member Brunt stated it was his understanding that the vision talked about by the EDA was that the north side be grouped together with any proposal for the south side and include housing. He felt if you put enough houses in, there will be commercial development in this area.

Members Skaff and Brunt left the meeting at 9:20 a.m.

Mr. Brama suggested further discussion by the EDA at its next meeting regarding the vision for this node.

Member LeTourneau stated he would like to have this discussion sooner rather than later in order to keep the process moving forward.

After further discussion, it was the consensus of the EDA to schedule a special meeting on Thursday, July 18, 2013, at 7:00 a.m.

4.02: Discuss Potential Future Industrial Park Land

This item was tabled and was not discussed.

4.03: Business Appreciation Golf Tournament Update

Assistant to the City Administrator Brama requested input regarding the giveaway items for the business appreciation golf tournament. He stated that staff would like to have one booth at the golf tournament instead of two booths to save on resources.

It was the consensus of the EDA to direct staff to select the giveaway items for the golf tournament. It was also the consensus of the EDA to have one booth at the golf tournament.

4.04: Community Development Update

Assistant to the City Administrator Brama presented the Community Development Department written update.

4.05: EDA Updates

None.

5. MEMBER/STAFF INPUT

None.

6. ADJOURNMENT

The regular meeting of the Economic Development Authority adjourned at 9:34 a.m.

Respectfully submitted,

Kurtis G. Ulrich, City Administrator

ATTEST:

Patrick Brama, Assistant to the City Administrator

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 special meeting on Thursday, July 18, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Phillip Brunt
 Member John LeTourneau
 Member Chris Riley
 Member Wayne Skaff
 Member Kristine Williams

Members Absent: Member Glen Hardin

Also Present: Patrick Brama, Assistant to the City Administrator
 Kurt Ulrich, City Administrator

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:05 a.m.

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve EDA Meeting Minutes Dated July 11, 2013

Motion by Member LeTourneau, seconded by Member Brunt, to approve the minutes dated July 11, 2013.

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

4. EDA BUSINESS

4.01: Statement of Goals: 167th Avenue and Highway 47 Node

Assistant to the City Administrator Brama presented a draft Statement of Goals for the 167/47 node and stated the purpose of the Statement of Goals is intended to guide City participation in the redevelopment of the 167/47 node and identify a common goal, common vision, and working parameters. He pointed out that all final decisions related to this node are subject to City Council approval. He stated the Goal is to improve and/or remove blighted properties and encourage sustainable market-driven redevelopment of the 167/47 node that will benefit the entire City. He presented a map of the 167/47 node delineating the primary and secondary areas of concern and requested input regarding the wording of the Goal, explaining that if the goal of City involvement is to remove blighted properties, the Goal specifically states that these blighted properties need to be addressed with the redevelopment of this node. He recited the Vision statement in the draft Statement of Goals and noted the document references market driven development with a mixture of residential and retail uses. He advised the Parameters state the City does not support purchasing property to redevelop the 167/47 node and the City supports facilitating an ownership group meeting to achieve a consistent, collaborative approach with a single voice among all property owners. He stated the EDA previously expressed an interest in the idea of sponsoring a professional marketing package with the idea that the EDA will manage and facilitate any marketing efforts at a high level. He advised that professional marketing material could be developed in partnership with the City and marketed by a third party broker or, alternatively, professional marketing material could be developed and marketed internally by the City. He stated the Parameters also state that the City would support a Comprehensive Plan and Zoning Amendment to allow retail or residential land uses and the City does not support a Comprehensive Plan and Zoning Amendment to allow warehouse or light manufacturing land uses. He stated the Parameters include a list of financial tools available and requested input regarding the statement that the EDA will not consider City financial assistance for proposals that do not address the existing blighted properties in this node. He advised that the Parameters also state the City would be willing to consider utilizing Sewer Fund dollars to construct a trunk sewer line to serve this node, adding that without the trunk sewer line it would be challenging to get interest from developers to invest in this area.

Member Skaff questioned whether a church might be an appropriate use for this property.

Member LeTourneau stated the City might not want to actively pursue a church in this particular area if the goal is to improve the City's tax base.

City Administrator Ulrich stated the goals do not specifically address the City's tax base and the City will have to decide whether the main discussion is about building the tax base or cleaning up this node as well as whether to allow any tax exempt use in this area, e.g., a church or school.

Mr. Brama pointed out that a lot of the economic development tools available ask specific questions about tax base and jobs creation so it would be challenging to use those economic development tools if the property was tax exempt.

Member LeTourneau felt it would be a good idea to expand the Goal to include language about the City's tax base noting that it is inferred in the word "improve." He agreed that a manufacturing use should not be allowed in this node and felt it may be possible to achieve the goal for this area even with a church on the site. He requested that the EDA further discuss the public input process and the timing of that public input, i.e., whether to have a policy statement in place before seeking public input or to ask for public input on the policy statement, and stated he felt it was important to create an opportunity for public input early on in the process.

Member Riley preferred asking for public input sooner rather than later adding the City has not made any hard and fast decisions related to this node and is trying to clean up the area and is open to suggestions for redeveloping the site.

Member Williams noted that the City does not own this property and the three property owners have to buy into the City's goals for the site and be open to listening to any public input.

City Administrator Ulrich suggested engaging residents through the newsletter or website and providing information that indicates the City is planning this area for a mix of residential and retail uses and the City wants to hear what residents are interested in for this node.

Member Brunt supported the use of an online survey and newsletter for public comment and stated any development proposal that comes forward will have to be at a public hearing.

Chairperson Steffen indicated the Statement of Goals could be referenced on the City's website directing residents to contact the City with any questions.

Member Riley supported having the Statement of Goals on the website and in the newsletter. He also suggested placement of a sign on the property naming the site as a redevelopment area.

Assistant to the City Administrator Brama advised that a specialty of the Planning Commission is the public input process with respect to land uses and felt they could provide valuable suggestions on how to conduct the public input process. He added the Planning Commission will be involved in the future land use of the site and felt it would be appropriate for the Planning Commission to make a recommendation to the EDA regarding the public input process.

City Administrator Ulrich stated any Comprehensive Plan and Zoning Amendment will require a public hearing and he felt the Statement of Goals could stand alone without public input.

Chairperson Steffen supported having an article in the *Ramsey Resident* and a survey that references the existence of the Statement of Goals on the EDA website.

Member Skaff requested an update regarding the Rum River Hills proposal.

Assistant to the City Administrator Brama stated that staff has advised Rum River Hills of the Statement of Goals as well as the special EDA meeting being held today. He stated that Rum River Hills could move forward with a proposal but will need to address the blighted properties on the north end of the site if they want assistance from the City.

Chairperson Steffen indicated it would make sense for the City Council to reach consensus on whether to utilize Sewer Fund dollars to construct the sewer line to serve this node.

Assistant to the City Administrator Brama requested input on the highlighted areas of the Statement of Goals.

GOAL

Member LeTourneau suggested that the Goal statement eliminate the words “blighted properties” and questioned whether the bank property is blighted.

It was the consensus of the EDA to replace the words “blighted properties” with “primary and secondary areas of concern” as delineated on Appendix A.

VISION

Member LeTourneau suggested including a reference to public space. He stated the COR provides a specific value to the City and he felt the 167/47 node is another asset of the City that should have the same feel as the COR in terms of its value.

Chairperson Steffen questioned the need for the Vision phrase that states “whereas, the existing stock of retail is appropriate for a regional commercial node.”

Assistant to the City Administrator Brama agreed this phrase was not necessary and should be deleted.

Chairperson Steffen suggested the first sentence state a “mixture of residential and/or retail uses,” adding he would be okay with all residential uses as long as it covers the north side.

Member LeTourneau stated this falls under market driven and felt the community was going to want retail in this node.

After further discussion it was the consensus of the EDA to make no changes to the first sentence of the Vision statement.

PARAMETERS (Item C. III.)

Member LeTourneau suggested the first sentence of paragraph C regarding Marketing be revised to replace the word “sponsoring” with “facilitating.”

Assistant to the city Administrator Brama advised that he and Chair Steffen met with Mr. Marty Fisher of Premier Commercial Realty to discuss marketing the site with a third party broker and Mr. Fisher believes the use of a third party broker would be effective given the size of this node. He suggested the EDA consider sending an RFQ to third party brokers for presentation to the ownership group to see if they are interested in pursuing a third party broker. He added that another option would be to develop the marketing package internally and advertise the site through normal channels available to the City.

Chairperson Steffen stated it would be ideal to have the site marketed by a single broker instead of three separate brokers. He asked if the City has done RFQs to hire a broker in the past and questioned whether the City should prepare an RFQ on land not owned by the City.

Member Riley stated the three property owners have to make the decision and the City would only be the facilitator and suggested that staff meet with the property owners to tell them the City would like to help them work together to market the property. He stated the City should then step back and not engage in an RFQ process.

Member Williams asked if this issue been brought up with the property owners in the past.

Assistant to the City Administrator Brama replied the idea of a unified marketing plan was brought up at a previous meeting and there was conceptual buy-in from the property owners.

Member Williams stated it was likely there would be issues, particularly with the bank, in having an exclusive listing agreement with one broker.

Chairperson Steffen requested that staff inform the ownership group about what the City would like to pursue for marketing the property and to let them know Mr. Fisher was consulted about the best ways to market the site.

Member LeTourneau asked if Mr. Fisher talked about ways to make the property more attractive for purchase, e.g., demolishing the buildings, and suggested that this idea be introduced to the property owners.

Mr. Brama confirmed that staff will not conduct an RFQ and will meet with the ownership group to talk about selecting a lead broker and to discuss issues that may arise from exclusive listing agreements. He stated staff would also ask the ownership group if they are interested in pursuing demolition of the buildings before listing the property for sale.

City Financial Tools

Chairperson Steffen expressed support for the statement that the EDA will not consider City financial assistance for proposals that do not directly address existing blighted properties.

Member LeTourneau stated that County HRA dollars might be a resource available for removal of blighted properties.

It was consensus of the EDA to add paragraph (v) under City Financial Tools stating “County HRA dollars.”

Mr. Brama stated the State Redevelopment Grant and Loan Program refers to two separate programs and explained that if the City used the loan program the City has to be the property owner; as a result, this loan program should be stricken from the list of financial tools available. He stated the State Redevelopment Grant program is available and the City can apply for this grant on behalf of a property owner. He added that funds under this grant program are only available to projects that are ready to begin construction within the next twelve months.

The EDA discussed the use of the Sewer Fund to construct a trunk sewer line to serve this node.

Member Riley stated the current statement in the draft indicates the City pays for the extension of the sewer line. He requested further information about what other alternatives exist, what has been done on other projects, and the number of prospective hookups, as well as anticipated fees to be recovered and how those fees are recovered.

Chairperson Steffen requested further information regarding the \$3.4 million Sewer Fund balance.

City Administrator Ulrich agreed to provide information from the CIP about how this project fits in with other projects, including the industrial park, as well as costs and revenue from the Sewer Fund.

Assistant to the City Administrator Brama suggested that the draft Statement of Goals include a brief statement about public input.

It was the consensus of the EDA to include a brief statement about public input in the Statement of Goals. It was also the consensus of the EDA to forward this item to the Planning Commission for input regarding the public input process.

5. MEMBER/STAFF INPUT

Assistant to the City Administrator reported that the closing on the Diamond Graphics sale took place yesterday. He stated the property was purchased with an old TIF district and the \$410,000 sale price has to go to that TIF district, however, because it was an old TIF district, the monies can be spent in the City's development district for various public improvements.

City Administrator Ulrich commended Mr. Brama for his work on the Diamond Graphics sale.

Member Riley suggested that the sale of this property and expansion of the Diamond Graphics business be highlighted on the website and newsletter.

Chairperson Steffen suggested including Diamond Graphics in a business spotlight article.

6. ADJOURNMENT

The regular meeting of the Economic Development Authority adjourned at 8:32 a.m.

Respectfully submitted,

Kurtis G. Ulrich, City Administrator

ATTEST:

Patrick Brama, Assistant to the City Administrator

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

**PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey Planning Commission conducted a regular meeting on Thursday, July 18, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Gary Levine
 Commissioner Randy Bauer
 Commissioner Ralph Brauer
 Commissioner Cindy Nosan
 Commissioner Gary VanScoy

Members Absent: Commissioner Joseph Field
 Commissioner Matthew Maul

Also Present: Development Services Manager Timothy Gladhill
 Assistant Planner/Environmental Coordinator Chris Anderson

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

Motion by Commissioner Van Scoy, seconded by Commissioner Nosan, to approve the agenda as presented.

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated June 6, 2013

Motion by Commissioner Bauer, seconded by Commissioner Nosan, to approve the following minutes as presented: Planning Commission Meeting Minutes dated June 6, 2013.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Receive Presentation of City's Strategic Plan

Presentation

Mayor Sarah Strommen thanked the Planning Commission for their time this evening. She then reviewed the City of Ramsey's strategic planning process in detail. It was noted the purpose for the strategic plan was to provide the City with a common foundation that was driven by the community that would bring the Council together. She thanked all City staff and Commission members for participating in this process.

City Administrator Ulrich reviewed the strategic plan further with the Commission noting the projected outcomes and accomplishments over the next three to five years. He explained the strategic action plan would assist in accomplishing the Council's goals. The roles and responsibilities for boards and commissions were then discussed.

Mayor Strommen provided comment on the success factors noting it would be key to align resources with the City's goals. She indicated the Council would continue to work to build trust with staff and the public, while increasing communication. She was pleased to see the positive direction the City was heading.

Commissioner Bauer was pleased to see that the Council was working to restore trust for the betterment of the community.

Commissioner VanScoy appreciated that consensus was reached by the Council on the strategic plan.

Mayor Strommen agreed stating the entire process brought the Council together even when there were differing opinions.

Commissioner Brauer was pleased with the plan the Council has created. He cautioned the Council from treating the residents as customers. He thought instead the residents should be viewed as employers that can assist in setting the direction the City should head. He encouraged the Mayor and entire Council to continue working to bring the community together.

Mayor Strommen appreciated Commissioner Brauer's concerns. She explained the Council was working to engage the public more in reaching the City's mission and vision. She wanted to see the Council held accountable if the new goals and objectives were not being achieved.

Commissioner Nosan stated she was thrilled after reading the strategic plan and thanked the Mayor for her attendance this evening.

Chairperson Levine encouraged the Council and entire City staff to continue working to improve the Ramsey. He was pleased that the strategic plan had the City moving in the right direction.

Mayor Strommen encouraged the Commissioners to contact her at any time with additional feedback.

5.02: Consider Site Plan for Building Expansion at 14350 Azurite Street NW; Case of Diamond Graphics, Inc.

Presentation

Development Services Manager Gladhill presented the staff report stating Diamond Graphics located at 14350 Azurite Street NW was requesting Site Plan Approval for a 28,034 square foot building addition to expand their manufacturing facility. A site plan review and approval by the Planning Commission and City Council was required for commercial and industrial developments and expansions. Staff reviewed the site plan in detail with the Commission and recommended approval.

Commission Business

Don Patterson, Diamond Graphics, provided a history of his business stating the growth in his business was requiring him to further expand his facility. He explained Diamond Graphics was thriving in the City of Ramsey. He thanked staff for providing a thorough report this evening and requested the Commission approve the proposed site plan for a building expansion.

Commissioner Bauer requested further information on the proposed parking and asked if the additional asphalt surfaces were necessary.

Mr. Patterson stated he currently has 105 full time employees working over three shifts. He noted the additional parking would greatly assist his employees during shift changes. He anticipated that another 20 employees would be hired after the expansion was completed. Mr. Patterson explained temporary staffing was brought in during November and December, which also required additional parking. He then discussed an additional expansion (Phase III) planned for the facility in five years.

Jeff Benedict, Vanguard Construction, stated the future expansion at Diamond Graphics could be a separate building. This was an unknown and time would tell how the needs of the company would evolve.

Motion by Commissioner Bauer, seconded by Commissioner Nosan, to recommend that City Council approve the Site Plan submittal contingent upon compliance with the City Staff Review Letter dated July 12, 2013, directing Staff to work with the applicant on tree placement.

Further discussion

Commissioner VanScoy commented if Phase III was not completed, the facility may not have adequate landscaping.

Commissioner Brauer indicated if the motion would require the applicant to work with Staff on the tree placement to assure all planting requirements were met.

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

5.03: Consider Sketch Plan Review of Oakwood Acres Located Along 167th Avenue, West of Nowthen Boulevard; Case of Oakwood Land Development

Presentation

Development Services Manager Gladhill presented the staff report asking the Commission to review a sketch plan of Oakwood Acres located along 167th Avenue west of Nowthen Boulevard for Oakwood Land Development. He explained the submitted subdivision proposed to plat approximately 1.1 acres to create three (3) buildable single-family lots. He requested the Commission review the plans and provide Staff comment on how to proceed.

Commission Business

Commissioner Bauer requested further information on the 167th Avenue road realignment.

Development Services Manager Gladhill explained the realignment was done to create more cohesion in the community while strengthening the east-west road connections after the Brookfield neighborhood was completed.

Commissioner Nosan asked how the lots sizes compared to the neighborhood.

Development Services Manager Gladhill indicated the proposed lots were slightly smaller than the neighboring lots on 167th Avenue.

John Peterson, Oakwood Land Development, commented the proposed lots met all minimum City requirements and currently had water and sewer services in place. He explained a home could be built on the proposed lots that was consistent with the homes in the area.

The Commission was in favor of the proposed plan moving forward.

5.04: Public Hearing: Consider Ordinance #13-15 to Establish Armstrong Boulevard Interchange Overlay District

Public Hearing

Chairperson Levine called the public hearing to order at 8:06 p.m.

Presentation

Development Services Manager Gladhill presented the staff report stating the City has been actively pursuing the construction of an interchange at Armstrong Boulevard and US Highway 10. The City has been successful in securing a portion of the funding required for this project. He noted the Anoka County Highway Department has completed the necessary environmental review to proceed with final design of the interchange. As part of the public comment period during the environmental review portion of the project, several commercial property owners expressed concern with loss of visibility due to the vertical nature of the proposed structure.

Development Services Manager Gladhill stated the City has borrowed a model ordinance used in the Central Avenue (TH 65) improvement project at Main Street (CSAH 14) in Blaine. A similar situation existed during the conversion of an at-grade intersection to a grade-separated interchange. The proposed overlay district would allow for additional sign height and size. Staff was recommending the signs be no more than 50 feet in height. He requested the Commission hold a public hearing and adopt an Ordinance establishing the Armstrong Boulevard Interchange Overlay District.

Citizen Input

Development Services Manager Gladhill noted one business owner had requested a 300 square foot sign at 75 feet.

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

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

Chairperson Levine closed the public hearing closed at 8:14 p.m.

Commission Business

Chairperson Levine understood that both the City and business owners were pleased with the overpass in Blaine. He was encouraged that Staff was using the Blaine Ordinance as its model.

Commissioner Brauer stated the height of the overpass bridge in Blaine was taken into consideration when setting the proposed sign height in their overlay district.

Commissioner Bauer approved of the 50 foot sign height for the businesses within the overlay district.

Development Services Manager Gladhill reviewed the properties that would be affected by the overlay district.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend that City Council adopt Ordinance #13-15 establishing the Armstrong Boulevard Sign Overlay District.

Further discussion

Commissioner Bauer asked if a business owner could request a variance to the proposed sign height.

Development Services Manager Gladhill stated this could be done but a sign structure higher than 50 feet would require a great deal of footings. He noted a conditional use permit would have to be applied for.

Amendment

Motion by Commissioner Bauer to require the sign height to be tapered from the bridge height on down. The amendment failed for lack of a second.

Commissioner VanScoy recommended the Ordinance proceed as written by Staff.

Chairperson Levine agreed.

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

5.05: Zoning Bulletins

Zoning Bulletins were noted.

5.05: For Update Only: Report on Monthly Activities

Staff provided a report on monthly activities.

6. COMMISSION / STAFF INPUT

None.

7. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 8:39 p.m.

Respectfully submitted,

Tim Gladhill
Development Services Manager

ATTEST:

JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

4. 2.

Meeting Date: 08/27/2013

Submitted For: Jo Thieling

By: Jo Thieling, Administrative Services

Information

Title:

Approve the Following Meeting Minutes:

1. City Council Work Session - August 13, 2013
2. City Council Regular - August 13, 2013

Background:

The meeting minutes for Council review and approval are attached.

Council Action:

Motion to approve the following meeting minutes:

1. City Council Work Session - August 13, 2013
 2. City Council Regular - August 13, 2013
-

Attachments

081313 CCWS Minutes

081313CC Minutes

Form Review

Form Started By: Jo Thieling

Started On: 08/20/2013

Final Approval Date: 08/07/2013

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, August 13, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Pro tem Randy Backous
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Jason Tossey

Member Absent: Mayor Sarah Strommen

Also Present: Acting City Administrator Diana Lund
Police Captain Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Development Services Manager Timothy Gladhill
City Engineer Bruce Westby
Associate Planner/Environmental Coordinator Chris Anderson
Assistant to the City Administrator Patrick Brama
City Attorney Joe Langel

1. CALL TO ORDER

Mayor Pro tem Backous called the City Council Work Session to order at 5:33 p.m. and welcomed newly elected Councilmember Johns. He also welcomed Environmental Policy Boardmembers.

2. TOPICS FOR DISCUSSION

2.01: Discussion Regarding the Economic Development Manager Recruitment

Human Resources Manager Lasher reviewed staff's meeting with Sharon Klumpp of Springsted, Inc. to discuss the search process for the Economic Development Manager. She indicated the recommendation of Springsted, Inc. is to increase the pay range to at least \$90,000. She presented the staff report and recommendation for an 8% increase to bring the range up to \$73,173 to \$91,465, in a range similar to Police Captain or Park Superintendent. The midpoint of the recommended range is \$82,319 and hiring expectations would be around the midpoint if warranted based on the candidate's qualifications and experience. Human Resources Manager Lasher requested City Council consensus on the salary range so the position can be posted

tomorrow, noting the intent is to hire between Step 1 and 3. She explained that since the start date would be in November, there are sufficient funds for this position. It was noted the 2014 wages would increase by whatever is approved by the City Council for COLA.

Councilmember LeTourneau stated his support for staff's recommendation to increase the wage scale. He asked who the Economic Development Director will report to and indicated he would support elevating this position to a Director given the complexity and nature of work tasks. In addition, this position will drive economic development activities. He asked if that will mean a higher pay grade.

Human Resources Manager Lasher stated a Director position means being the director of a department. She explained this position is of high level, but it is shaped as an economic development team. She asked if the City Council would be interested in discussing a reclassification in six to nine months.

Councilmember LeTourneau stated he wants this position to be actively engaged in the Leadership Team with more of an integral part. He stated he would support revising the job classification.

Human Resources Manager Lasher stated this position is definitely an integral part of the Leadership Team and identified as such in the Management Plan with direct reporting to the City Administrator.

Mayor Pro tem Backous asked if it would effect recruitment to adjust the title of this position and if a higher-level talent could be attracted.

Councilmember Tossey stated he finds it intriguing to consider this position as a Police Captain or Park Superintendent; however, this position involves development and that is something he does not support the City being involved in. He stated he does not support increasing the salary range for this position.

Mayor Pro tem Backous stated it would make it easier for Springsted to attract an employee with a higher salary range. He noted the City could have taken that action without hiring an expensive consultant.

Human Resources Manager Lasher agreed and stated she has expressed some reluctance to move ahead with a higher pay grade. But, if that is what is needed to attract a quality candidate, then it needs to be done.

Councilmember LeTourneau noted the City has been unsuccessful twice in attracting a qualified candidate for this position and he thinks it is a reasonable assumption that the pay scale needs to be increased given what is occurring in the market place.

Human Resources Manager Lasher stated when the position description was reviewed by the Management Team and Ms. Klumpp of Springsted, all were comfortable with the responsibilities and title but Springsted did point out that a benefit of using a search firm is that candidates can

ask more pointed questions and have more comfort in talking with someone that is not the final decision maker.

Councilmember Riley stated he would agree that increasing the wage scale will make recruitment easier and since experts were hired, he would ask why the City Council would not want to follow their recommendation. He asked Human Resources Manager Lasher about her position.

Human Resources Manager Lasher stated she is reluctant to increase the pay grade but since the City has recruited twice unsuccessfully, she welcomes professional advice. However, she would recommend being conservative in the wage offered.

Councilmember Kuzma stated the City has a large project and to move it, someone with contacts and skill sets is needed, which would be a senior level employee rather than an employee at the bottom of the pay scale. He stated support for the recommendation to attract that senior level applicant.

Councilmember Kuzma stated this recommendation moves up the scale, but keeps the bottom about the same so he is not sure whether it will attract a higher-level candidate.

Councilmember Johns stated support for Springsted's recommendation. She stated if this position is an integral part of the plan going forward and the City has not been successful in several recruitment events, this may be the "magic bullet" to get it done so she supports moving forward.

Mayor Pro tem Backous stated he is torn with this decision and would rather post "For Sale" signs on the property. He stated the only reason he would support hiring for this position is to address the rest of Ramsey. Mayor Pro tem Backous stated it bothers him that Springsted was hired and paid \$6,500 and their recommendation is to pay a higher wage scale but he would support it as long as the position is paid at the lower range of the scale. He stated if recruitment is not successful this time, he would no longer support filling this position.

Human Resources Manager Lasher stated Springsted referenced the City of Moorhead who had just recruited so she contacted them. The City of Moorhead offered a salary range of \$70,093 to \$75,768 and found and hired an excellent candidate from the private sector at \$73,000.

Mayor Pro tem Backous polled the City Council, noting six were in support and one opposed.

The majority consensus of the City Council was to support Option 1 to increase the wage scale by eight percent to bring the range up to \$73,173 to \$91,465.

2.02: Review Environmental Policy Board's 2013-2014 Proposed Work Plan

Associate Planner/Environmental Coordinator Anderson described the activity of the Environmental Policy Board (EPB) during 2013 and presented its 2013-2014 proposed Work Plan as detailed in the staff report.

Councilmember LeTourneau stated he is the City Council liaison to the EPB, found it a pleasure, and supported that the group has become self directed. He stated this is valuable work, he supports the Work Plan, and thinks it will mean a lot to the community.

Mayor Pro tem Backous concurred and stated he had also served as EPB liaison. He stated he knows they are devoted members and provide an excellent service. He stated the Environmental Expo will be a good platform to present this information.

Councilmember Kuzma stated he is also in support of the Work Plan and had enjoyed sitting in at an EPB meeting.

Associate Planner/Environmental Coordinator Anderson requested feedback on the draft Work Plan and if there was support to direct staff to schedule the Work Plan for formal action at a future City Council meeting.

EPB Member Larry Lewis asked if this format works well, noting it is also to address future actions going forward. He asked if this framework is satisfactory to the City Council.

Mayor Pro tem Backous stated if it is efficient for the EPB, he would support it.

Councilmember Johns thanked the EPB for their work and stated she likes how the categories are sorted, making it easy to read and work with. She stated she supports this Work Plan and moving it forward.

Associate Planner/Environmental Coordinator Anderson stated the EPB will be discussing whether there is merit to continue the tree sale program. This year it was incorporated into the spring recycling day event, which was more efficient for staffing but resulted in longer waits for residents to pick up trees. He stated the EPB will be discussing whether it makes sense to continue with that program.

Councilmember LeTourneau agreed that the Work Plan's organization with bulleted points is easy to follow and efficient to keep updated.

The consensus of the City Council was to direct staff to add the EPB's 2013-2014 draft Work Plan to a future City Council agenda for formal action.

2.03: Receive Update on Minnesota Department of Natural Resources (DNR) Rulemaking for Mississippi River Corridor Critical Area (MRCCA)

Development Services Manager Gladhill provided an update on the Minnesota Department of Natural Resources (DNR) rulemaking activities related to the Mississippi River Corridor Critical Area (MRCCA). The intent is to update existing regulations found in Minnesota Statute Chapter 116G. It was noted the Critical Area extends from Ramsey's western border south down to Hastings, nearly 72 miles and encompasses approximately 30 governmental subdivisions across the metro area. Development Services Manager Gladhill presented the development standards and described the anticipated impact. He also addressed how these standards compare and

conflict with the City's Comprehensive Plan. Development Services Manager Gladhill explained the purpose of the rulemaking process, noting the DNR is committed to allowing local communities to have a voice and consider nonconforming uses that may come about as a result of the new rules.

Mayor Pro tem Backous asked why Elk River is not included.

Development Services Manager Gladhill stated this is geared toward the metro area and the Wild and Scenic Designation applies to Elk River. He stated he received an e-mailed update, noting the previously drafted rules are being used as a baseline for discussion. The process is currently in Phase I with the DNR scheduling meetings with local governments. Phase II involves public outreach and rule revision and Phase III involves rule adoption. Development Services Manager Gladhill displayed and described a map depicting proposed districts. He explained this is still early in the preliminary analysis process and there is time to analyze impacts and policy directive from the Planning Commission and City Council. A local community meeting is scheduled for September 25, 2013 and this will be considered by the Planning Commission on October 3, 2013. Development Services Manager Gladhill asked whether the City Council supports participation of Board Chairs in the September 25 local community meeting, if it supports participation of the Lower Rum River Water Management Organization and Anoka Conservation District, and does it desire any public outreach and dialogue prior to or in addition to the DNR sponsored Public Comment Period, public meetings and/or open house.

Mayor Pro tem Backous supported engaging residents prior to the September 25, 2013, meeting.

Councilmember Tossey stated he would support that as well as advertising the September 25, 2013, meeting so all are aware.

Development Services Manager Gladhill stated if he can find a meeting date prior to September 25, he will bring forward that option or staff can at least advertise the September 25, 2013 meeting so stakeholders are aware.

Councilmember LeTourneau stated it is critical to include the stakeholders and inform them of the September 25 meeting. He expressed concern about a facilitated meeting because it may present assumptions that are not really there, upsetting residents who are impacted about something that may not even happen. He asked if the meeting can be informational with residents being participatory.

Mayor Pro tem Backous stated the information will be presented by staff and staff can also answer questions raised.

Councilmember LeTourneau stated the intent is to disseminate the information and assure transparency in the process.

Development Services Manager Gladhill stated staff can formulate a meeting process and accept questions and concerns for presentation to the group on September 25, 2013.

The consensus of the City Council was to direct staff to advertise and formulate a meeting process, invite Mayor Strommen, Planning Commission Chairperson Levine, and EPB Chairperson Max to the initial meeting of the DNR related to the Critical Area rulemaking, and to report back following that meeting on the policy implications.

2.04: Receive Update on Rum River Shores, a Proposed 44-Lot Single Family Development on the Rum River in the City of Anoka

Development Services Manager Gladhill provided an update on Rum River Shores, a proposed 44-lot single-family development on 22.5 acres along the Rum River, north of Bunker Lake Boulevard, in the City of Anoka. He explained the project received approval from the Anoka City Council on August 5, 2013, and there are two general topics of feedback from Ramsey residents who live on the Rum River relating to bank stabilization, its compliance with Wild and Scenic Rivers standards, and the public dock. It was noted the City Council had reviewed the public notification and did not object to the proposed development but had requested the two communities work together to solve regional transportation issues as growth occurs.

Development Services Manager Gladhill displayed a site plan of the subject development and explained the difficulty in stabilizing the riverbank. He stated this project has been approved by the Anoka Conservation District (ACD), reviewed by the DNR, and approved by the City of Anoka under its current ordinances. He displayed pictures of the style of homes to be constructed, noting the location of the trail, vegetative restoration plan, and photos of the existing conditions of erosion necessitating bank stabilization. Development Services Manager Gladhill explained that it may take up to ten years for the riverbank to be visually restored after the bank stabilization project.

Mayor Pro tem Backous stated it seems there is only one Ramsey home in view of this project.

Development Services Manager Gladhill pointed out the location of Ramsey's Rivers Bend Park that is in view of this project. He explained that the buckthorn removal project was conducted by the ACD under a conservation easement, which is being confused with this project. He indicated this project will not impact the flow of the River. Development Services Manager Gladhill stated staff checked with the ACD and DNR to assure Anoka is following proper procedures.

Mayor Pro tem Backous congratulated the City of Anoka on a beautiful plan.

Informational; no action required.

2.05: Review Draft Emerald Ash Borer Management Plan

Associate Planner/Environmental Coordinator Anderson described the Emerald Ash Borer (EAB), an exotic invasive insect that has been discovered in areas of St. Paul and Minneapolis but not yet in Ramsey. He stated the Environmental Policy Board (EPB) has developed a draft Management Plan outlining steps that the City can take to manage the inevitable discovery of this pest. Associate Planner/Environmental Coordinator Anderson presented the EAB Management Plan, as detailed in the staff report. It was noted the intent is not to prevent or

eliminate EAB, which is impractical based on results in other States, but to spread the potential cost of management over multiple budget cycles. Associate Planner/Environmental Coordinator Anderson presented the projected budget impact. He requested that the City Council provide feedback on the draft EAB Management Plan, noting it satisfies a requirement of the Community Forest Bonding Grant that was awarded to the City in 2012 to complete the landscaping in North Commons.

Councilmember Riley stated he supports the approach of not treating and replacing, as necessary, however, a recent *StarTribune* article was contrary to that recommendation.

Associate Planner/Environmental Coordinator Anderson stated the City of Burnsville is looking at regularly treating trees instead of removal/replacement. He stated he is making a recommendation of removal/replacement due to the age of Ramsey's street trees, which are smaller (6-8 inches) and not as large as longer established communities that have trees 20 inches in width.

Councilmember Tossey asked if builders are being asked to no longer plant Ash Trees in boulevards.

Associate Planner/Environmental Coordinator Anderson answered in the affirmative and stated the City no longer allows, on public property, the planting of Ash Trees and also discourages, when asked, on private property.

Parks and Assistant Public Works Superintendent Riverblood noted Associate Planner/Environmental Coordinator Anderson is a Certified Arborist so the City is ahead of the curve on this threat by removing diseased trees and addressing preemptive actions. He stated if a private property owner has a large Ash Tree they want to save, the City would provide information on how it can be treated.

Associate Planner/Environmental Coordinator Anderson stated a tree inventory will be conducted as time and budgets permit. He explained having that information will allow the City to determine the level of threat from EAB. He noted that when Dutch Elm was a threat, many communities replanted with Ash Trees.

Mayor Pro tem Backous asked if the City should prohibit planting Ash Trees on private properties to protect the rest of the City's trees.

Associate Planner/Environmental Coordinator Anderson stated that is a policy decision for the City Council but over time, there may be a treatment that is successful. He explained that in other impacted States, it has been found that once the initial wave of EAB gets through, treatment of remaining Ash Trees can be scaled back.

Councilmember Tossey stated he would object to the City telling private property owners what kind of tree they can plant; however, he does support the City not planting Ash Trees on public property.

Mayor Pro tem Backous stated he also supports private property rights but the City has rules about conserving water and quality of top soil and if Ash Trees threaten the City's tree inventory, he would consider such an option.

Associate Planner/Environmental Coordinator Anderson stated if you force a specific species to be planted that the property owner does not like, they may be less inclined to care for that tree. From that perspective, if someone has their heart set on some cultivar of an Ash Tree, the City would be hard pressed to prohibit it.

Mayor Pro tem Backous stated it would be effective to educate the public about the threat of EAB.

Councilmember Riley supported education and also to discourage planting of Ash Trees.

The consensus of the City Council was to support the draft EAB Management Plan and direct staff to place it on a future City Council agenda for formal action.

3. FUTURE TOPICS FOR DISCUSSION

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

Acting City Administrator Lund read an email from Elwyn Tinklenberg, The Tinklenberg Group, providing an update on Mn/DOT's consideration of innovative funding options for the Armstrong Boulevard interchange.

Councilmember Kuzma stated he will attend the August 15, 2013, LRRWMO meeting.

Parks and Assistant Public Works Superintendent Mark Riverblood indicated that City Council Agenda Item 7.04, Adopt Resolution #13-08-136 Approving the Joint Powers Agreement and Accepting Bids for the Mississippi River Trail, was pulled from tonight's agenda because the funding relationship and JPA disbursements are not accurate. It will be rescheduled for consideration at the City Council meeting of September 10, 2013.

5. ADJOURNMENT

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to adjourn the Work Session meeting.

The Work Session of the City Council was adjourned at 6:45 p.m.

Respectfully submitted,

Diana Lund
Acting City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

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**CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey City Council conducted a regular meeting on Tuesday, August 13, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Pro tem Randy Backous
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Jason Tossey

Members Absent: Mayor Sarah Strommen

Also Present: Acting City Administrator Diana Lund
Fire Chief Dean Kapler
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
City Clerk Jo Ann Thieling
Development Services Manager Timothy Gladhill
Assistant Planner/Environmental Coordinator Chris Anderson
Assistant to the City Administrator Patrick Brama
Administrative Intern Meghan Mathson
City Attorney Joe Langel

1. CALL TO ORDER

Mayor Pro tem Backous 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: Formal Swearing in of New Councilmember Jill Johns – Ward 1

City Attorney Langel administered the oath of office for newly elected Ward 1 Councilmember Jill Johns. The City Council and audience responded with a round of applause.

2.02: Issue Certification of Election to Councilmember Jill Johns

City Clerk Thieling presented a Certificate of Election to Councilmember Johns. Mayor Pro tem Backous extended the City Council's welcome to Councilmember Johns.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

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

- 4.01: Receive Cash and Investments for Period Ending July 31, 2013
- 4.02: Receive 2013 Building Division Month End Report: July
- 4.03: Receive 2nd Quarter Fire Report
- 4.04: Approve the following Meeting Minutes:
 - 1) City Council Work Session – July 9, 2013
 - 2) City Council Regular – July 9, 2013
 - 3) City Council Work Session – July 23, 2013
 - 4) City Council Regular – July 23, 2013
- 4.05: Approve License Applications

Special Events

- E-CIG Warehouse, Inc., 6111 Highway 10 NW, #500, Ramsey, MN 55303
- Church of St. Katharine Drexel, Parish Lot on 161st and Variolite, Ramsey, MN 55303
- City of Ramsey, 7550 Sunwood Drive, MW, Ramsey, MN 55303
- Anoka County Historical Society, 14821 Bowers Drive NW, Ramsey, MN 55303

Temporary Liquor

- Ramsey Lions, P.O. Box 771, Ramsey, MN 55303

Transient Merchant

- Travis Weis, 8601 O’Dean Avenue, Otsego, MN 55330
- Ryan Goetz, 14007 – 312 Avenue NW, Princeton, MN 55371
- 4.06: Approve an Exemption for a Gambling License for Ducks Unlimited – Game Fair
- 4.07: Approve an Exemption for a Gambling License for Wounded Warriors Guide Service
- 4.08: Approve Request to Declare Surplus Property
- 4.09: Introduce Ordinance #13-15 to Establish Armstrong Boulevard Interchange Overlay District
- 4.10: Introduce Ordinance #13-16 Amending City Code Relating to Surfacing Requirements in the Official Map Overlay District and Other Highway 10 Improvement Impact Areas
- 4.11: Consider Site Plan for Building Expansion at 14350 Azurite Street NW; Case of Diamond Graphics, Inc.
- 4.12: Adopt Resolution #13-08-127 adopting Findings of Fact #0916 relating to a request for an Amended Conditional Use Permit for an Expansion of a Religious Institution at 6341 167th Avenue NW; Pathways Community Church and adopt Resolution #13-08-128 approving amendment to the Conditional Use Permit.
- 4.13: Adopt Resolution #13-08-129 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 18, 2013 through August 7, 2013

- 4.14: Adopt Resolution #13-08-130 Authorizing the Request of \$23,000 from the City's Allocation of Anoka County Housing and Redevelopment Authority (ACHRA) Funds for the Demolition of 6710 Highway 10 NW and 6203 Rivlyn Avenue NW
- 4.15: Adopt Resolution #13-08-135 Reaffirming Council Action of Approving Easement No. AW001b to Great River Energy on Lot 1, Block 1, Alpine Addition, City of Ramsey, Anoka County, Minnesota
- 4.16: Report from the Finance Committee Meeting dated July 16, 2013:
- 1) Nominate Chair and Vice-Chair for Committee – *Ratify the recommendation of the Finance Committee and appoint Councilmember Riley as Chair and Councilmember LeTourneau as Vice-Chair.*
 - 2) Review of 2012 Comprehensive Annual Financial Report – *Presented for discussion.*
 - 3) 2014 Preliminary Budget Updates – *No action necessary.*
- 4.17: Report from the Public Works Committee Meeting dated July 16, 2013:
- 1) Consideration of Permitting Fence Encroachments across Private Property Lines – *Ratify the recommendation of the Public Works Committee to change the City policy allowing fences to be extended across property lines.*
 - 2) Consider Partial Vacation of Drainage and Utility Easement at 15069 Helium Street NW – *Ratify the recommendation of the Public Works Committee to approve Option 1, and direct staff to meet with the property owners on site to review the wall as constructed to confirm that it was constructed adequately and is located at least five feet off the property line. If staff finds that the wall was constructed adequately and is located at least five feet off the property line, direct staff to take no further action, in which event the City will retain a ten-foot drainage and utility easement along the south property line. In addition, the property owner will be required to pay for a building permit and construct the retaining wall to Code standards.*
 - 3) Approve Plans and Specifications, and Joint Powers Agreement for the Mississippi River Trail – *Ratify the recommendation of the Public Works Committee to approve the plans and specifications and the JPA for the Mississippi River Trail.*
 - 4) Cost Estimate for Pedestrian Crosswalk at Alpine Drive and Zirconium Street – *Ratify the recommendation of the Public Works Committee to install standard crosswalk signage 200 feet west of Zirconium Street to include 200 feet of aggregate trail on the north side of Alpine Drive and 225 feet of aggregate trail on the south side of Alpine Drive at a cost of \$9,300.*
 - 5) Recommend Shelter and Restroom for Riverdale Park – 2013 Capital Improvement – *Ratify the recommendation of the Public Works Committee to approve not-to-exceed amount of \$84,000 from the Park Trust Fund for Riverdale Park's shelter, restroom, and drinking fountain as presented within the 2013 Capital Improvement Plan.*
 - 6) Discuss Request to Mow Portions of an Undeveloped Park – *Ratify the consensus of the Public Works Committee and direct staff to mow the front portions of Shawn Acres Park on an as-needed basis.*

Motion carried. Voting Yes: Mayor Pro tem Backous, Councilmembers Riley, Tossey, Johns, Kuzma, and LeTourneau. Voting No: None. Absent: Mayor Strommen.

5. APPROVE AGENDA

Motion by Councilmember Tossey, seconded by Councilmember Kuzma, to approve the agenda as revised to remove Item 7.04, Adopt Resolution #13-08-136 Approving the Joint Powers Agreement and Accepting Bids for the Mississippi River Trail.

Motion carried. Voting Yes: Mayor Pro tem Backous, Councilmembers Tossey, Kuzma, Johns, LeTourneau, and Riley. Voting No: None. Absent: Mayor Strommen.

6. PUBLIC HEARING

- None.

7. COUNCIL BUSINESS

7.01: Adopt Resolution #13-08-133 to Continue Efforts towards a Shared Fire Service

Fire Chief Kapler provided an update on the efforts of Bethel, Nowthen, Oak Grove, Ramsey, and St. Francis to research the feasibility of joining or sharing fire services. He advised of the grant received to fund a consultant to prepare a feasibility study. Fire Chief Kapler stated staff recommends adoption of the draft resolution to continue efforts towards a shared fire service with the cities of Bethel, Nowthen, and St. Francis. He indicated there are no real costs if the resolution is adopted; however, in the future there will be costs for the incorporation (if approved). He stated Mayor Strommen, Councilmember Tossey, City Administrator Ulrich, and one Ramsey firefighter have been active with this group. Fire Chief Kapler reported that Nowthen is considering this tonight, St. Francis will consider it on August 19, and Bethel will consider it on their next agenda. Oak Grove has determined they will not pursue a formal collaboration but remains interested in shared services.

Motion by Councilmember Tossey, seconded by Councilmember LeTourneau, to Adopt Resolution #13-08-133 to Continue Efforts towards a Shared Fire Service.

Motion carried. Voting Yes: Mayor Pro tem Backous, Councilmembers Tossey, LeTourneau, Johns, Kuzma, and Riley. Voting No: None. Absent: Mayor Strommen.

7.02: Authorize Issuance of Approximately \$11.5 Million of Lease Revenue Bonds for PACT Charter School (Conduit Refinancing) and the Execution of Various Documents in Connection with PACT Charter School Project

Acting City Administrator Lund reviewed the request of the PACT Charter School for the City to authorize the issuance of a not-to-exceed \$11.8 million in lease revenue bonds. These bond proceeds would be used to advance refund the original lease revenue bonds. She advised of the terms, noting the PACT Charter School will be held responsible for all fees incurred for the issuance of this bond and pay the City \$25,000 to cover costs incurred relating to staff time, consultants, ratings call, and any other expenses caused by this proposal.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to adopt Resolution #13-08-132 Authorizing the Issuance of Lease Revenue Bonds to Refinance a Public

School Project with PACT Charter School to pay the City of Ramsey \$25,000 per the Conduit Debt Policy and approximately \$9,000 of additional interest expense related to the City's issuance of Capital Equipment Certificates.

Motion carried. Voting Yes: Mayor Pro tem Backous, Councilmembers LeTourneau, Kuzma, Johns, Riley, and Tossey. Voting No: None. Absent: Mayor Strommen.

7.03: Adopt Resolution #13-08-131 Authorizing the Issuance and Awarding the Sale of \$635,000 General Obligation Equipment Certificates of Indebtedness, Series 2013A

Acting City Administrator Lund reviewed the capital that needs to be funded for 2013 of \$594,000 and indicated the funding source for the purchase of these capital items was proposed to be the issuance of capital equipment certificates. The amount of certificates to be issued to fund the capital items is proposed to be \$635,000, which covers the principal costs of the capital items and underwriting costs. The certificates would be for a ten-year time frame and levied to the property tax starting in year 2014. It was noted the annual levy from the debt issuance would be approximately \$75,000 based on today's interest rates. Acting City Administrator Lund stated staff had a bond rating call for the certificates with Standards and Poors on July 23, 2013, during which the City's AA+ bond rating was confirmed. She stated the equipment to be purchased is safety related and includes one fire tanker truck to replace a 1989 vehicle in the amount of \$330,000; three squad cars; a megamower; and, a plow truck.

Motion by Councilmember Kuzma, seconded by Councilmember Tossey, to Adopt Resolution #13-08-131 Authorizing the Issuance and Awarding the Sale of \$635,000 General Obligation Equipment Certificates of Indebtedness, Series 2013A.

Motion carried. Voting Yes: Mayor Pro tem Backous, Councilmembers Kuzma, Tossey, Johns, LeTourneau, and Riley. Voting No: None. Absent: Mayor Strommen.

~~**7.04: Adopt Resolution #13-08-136 Approving the Joint Powers Agreement and Accepting Bids for the Mississippi River Trail**~~

This case was removed from the agenda upon adoption and will be considered at the September 10, 2013, City Council meeting.

7.05: 2013 Happy Days Update

Administrative Intern Mathson provided an update on the coordination and planning efforts for the Happy Days Festival. She also listed the scheduled events and budget projecting a net balance of \$827.28. Administrative Intern Mathson displayed a slide depicting the Happy Days site and described the location of activities and vendors. She extended the City's thanks to the Happy Days Committee and sponsors.

The City Council extended its appreciation to Administrative Intern Mathson, City staff, and the Happy Days Committee for their efforts towards this great undertaking and invited all to participate.

Informational; no action required.

7.06: Decommission One Tennis Court and Refurbish Three Other Courts

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation to decommission two tennis courts at Titterude Park at a not to exceed cost of \$8,000 and refurbish the tennis courts at Fox Park, Riverdale Park, and Central Park totaling \$44,000. It is recommended the projects be funded from the Park Maintenance Fund. Parks and Assistant Public Works Superintendent Riverblood answered questions of the City Council relating to briefing the public. He described the conditions seen in 2012 when the Titterude Park tennis courts were inspected and that a notice was posted requesting input about the proposal to remove the courts. Two residents contacted staff, were informed of the estimated costs, and advised of the location of better quality tennis courts.

With regard to the funding source, Acting City Administrator Lund explained the City's Excess Revenue Policy says that after establishing the 50% General Fund balance, any funds over expenditures are transferred to the Equipment Revolving Fund, Facility Fund, Park Maintenance Fund, and the Public Improvement Revolving Fund.

The City Council and Parks and Assistant Public Works Superintendent Riverblood discussed funding for park maintenance from the General Fund, the level tennis courts are used, and anticipated future projects. Parks and Assistant Public Works Superintendent Riverblood stated the Park & Recreation Commission had considered a specific case and made recommendation on the tennis courts at Titterude Park and relocating the lighting system to Central Park. It is a staff recommendation to color code the courts.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to decommission two tennis courts at Titterude Park; relocate the lighting system to Central Park; and refurbish the tennis courts at Fox Park, Riverdale Park, and Central Park to be funded from the Park Maintenance Fund at a not-to-exceed cost of \$52,000.

Motion carried. Voting Yes: Mayor Pro tem Backous, Councilmembers LeTourneau, Riley, Johns, Kuzma, and Tossey. Voting No: None. Absent: Mayor Strommen.

7.07: Adopt Resolution #13-08-134 Re-affirming Grant of Cross Access and Maintenance License Agreement to Ramsey JR Partners, LLC on Tract C, Registered Land Survey No. 151 (Adjacent to 6139 Highway 10 NW and 6141 Highway 10 NW)

Development Services Manager Gladhill reviewed the staff report and recommendation to reaffirm granting a cross access and maintenance license agreement to Ramsey JR Partners, LLC.

Councilmember Tossey asked if a previous City Council approved this cross access and maintenance license agreement.

Development Services Manager Gladhill stated it was included in the closing package and executed by the Mayor and City Administrator at the time; however, a Council resolution approving the action is required for Torrent's property and that did not occur.

Councilmember Tossey questioned legal standing as it may be that the specific easement was then approved by the Mayor and City Administrator, but not the entire Council.

Development Services Manager Gladhill stated this was brought forward to complete the process per the request of the property owner. It was noted the property owner has said it was approved by the City Council but not via a resolution.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to adopt Resolution #13-08-134 Reaffirming Grant of Cross Access and Maintenance License Agreement to Ramsey JR Partners, LL on Tract C, Registered Land Survey No. 151 (adjacent to 6139 Highway 10 NW and 6141 Highway 10 NW).

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

8. MAYOR, COUNCIL AND STAFF INPUT

8:01 Reminder – The Farmer's Market – Thursdays from 3:00 to 7:00 p.m. and Entertainment in The Draw Park from 6:30 to 8:00 p.m.

8.02: Ramsey Business Appreciation Golf Event – Tuesday, August 20 – No City meetings that evening.

Acting City Administrator Lund announced upcoming meetings and events.

City Engineer Westby provided updates on road and bridge reconstruction projects and Public Works Superintendent Riemer provided an update on crosswalk projects.

The City Council commented on Game Fair and Night to Unite neighborhood events.

City staff was thanked for its rapid response to a resident request for a bicycle rack at the train station.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 7:51 p.m.

Respectfully submitted,

Diana Lund
Acting City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

4.3.

Meeting Date: 08/27/2013

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: 08/20/2013

Final Approval Date: 08/03/2013

**License Applications
For Year 2013**

*Pawnbroker	King's Ransom, LLC	14057 St. Francis Blvd NW	Ramsey, MN 55303	763-270-0161
**Transient Merchant	Dove Road Cockers	6214 – 160 th St	Little Falls, MN 56345	706-577-7093
**Transient Merchant	JWT Heavenly Springer	5900 – 75 th Avenue Se	St. Cloud, MN 56301	320-493-9202

*The Gold Rush is a current Second Hand Goods License holder in the City of Ramsey and they wish to now become a pawnbroker. They have filled out the necessary paperwork and are changing their name to King's Ransom. All owners will remain the same.

**To sell puppies outside the Game Fair – this was administratively approved

CC Regular Session

4. 4.

Meeting Date: 08/27/2013

By: Chris Anderson, Community
Development

Information

Title:

Approve Environmental Policy Board's 2013-2014 Proposed Work Plan

Background:

As outlined in Section 2-159 of City Code, the primary objective of the Environmental Policy Board (EPB) is to review, consider, initiate and recommend to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City. Furthermore, the Board's scope shall include, but not necessarily be limited to, matters of the preservation of the community forest, water quality, wetland preservation, ground water protection, ecological preservation, control of soil erosion and air, noise and light pollution. The EPB is responsible for developing an annual work plan that is subject to the approval of City Council. At their July meeting, the Board finalized its 2013-2014 proposed work plan and directed Staff to forward it to City Council for consideration.

Notification:

Observations:

Over the past year, the EPB has been busy and following are a sample of their accomplishments:

- Assisted with coordination and planning of the 2012 Environmental Expo as well as planning for the 2013 event, including the change in venue from the Municipal Center to Happy Days.
- Implemented a 'Focus on Environment' column for the Ramsey Resident Newsletter.
- Worked with the LRRWMO to develop educational article concerning water conservation.
- Provided updates to the website to promote community awareness of various tree related issues.
- Reviewed and recommended certain amendments to the Tree Preservation Ordinance.
- Working on improving species diversity in rain garden in Alpine Park and developing accompanying educational signage (demonstration project).

A couple of years ago, the Board shifted its work plan to July 1- June 30, for two (2) reasons. First, it gave new members an opportunity to participate in its development and secondly, it provided an opportunity to review the strategic goals of the City Council and incorporate any actions that may have some overlap. The proposed work plan includes:

- A focus on community awareness through the Environmental Expo event, developing a community stewardship recognition program and continued outreach through the newsletter, website and QCTV.
- A demonstration/implementation project of working toward an inventory of street/park trees to improve budgeting and maintenance efficiencies.
- Public space improvements such as reviewing the GreenStep Cities program and, if warranted, forward a recommendation to City Council, and developing a series of Best Management Practices (BMPs) that can be incorporated into the Housing Assistance Policy currently being developed.
- Review of environmental standards with a focus on stormwater and look at building in more flexibility where possible (for example, providing alternative options to irrigation requirement such as the use of drought tolerant plant materials).

The City Council reviewed the draft Work Plan at the August 13, 2013 Work Session and provided positive feedback to the EPB regarding the content and directed Staff to add the draft Work Plan to a future City Council agenda for formal action.

Recommendation:

City Staff recommends approving the EPB's 2013-2014 Work Plan.

Funding Source:

The EPB does not have a budget; however, any expenses associated with the work plan would be addressed either with the Environmental Services budget or alternative funding sources, such as grants.

Council Action:

Motion to adopt Resolution #13-08-139 approving the EPB's 2013-2014 Work Plan.

Attachments

2013-2014 Proposed Work Plan

Draft City Council Work Session Meeting Minutes Dated August 13, 2013

Resolution Approving the EPB's 2013-2014 Work Plan

Form Review

Inbox
Tim Gladhill
Kurt Ulrich

Reviewed By
Tim Gladhill
Kurt Ulrich

Date
08/20/2013 09:32 AM
08/22/2013 09:20 AM

Form Started By: Chris Anderson

Started On: 08/19/2013 09:19 AM

Final Approval Date: 08/22/2013

Environmental Policy Board 2013-2014 Work Plan

As outlined in City Code, the primary objective of the Environmental Policy Board is to review, consider, initiate and recommend to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City. The Board's scope shall include, but not necessarily be limited to, matters of the preservation of the community forest, water quality, wetland preservation, ground water protection, control of soil erosion and air, noise and light pollution.

The Environmental Policy Board will focus its efforts on the following tasks for the 2013-2014 Work Plan:

- Community Awareness
 - Encourage citizen awareness and education on environmental stewardship through the Environmental Expo & Tree Sale.
 - Develop a Community Stewardship recognition program.
 - Continue public outreach through various mediums including the newsletter, website and QCTV.
- Demonstration/Implementation Project(s)
 - Work toward completing a tree inventory of street trees and trees in maintained park areas for budgeting purposes and scheduling efficiencies (in conjunction with GreenStep Cities Program).
- Public Space Improvements
 - Research Minnesota GreenStep Cities Program and forward recommendation, if any, to City Council.
 - Review Housing Assistance Policy Goal #4 and develop a series of Best Management Practices for incorporation into the policy.
- Environmental Standards (focus on one topic each work plan cycle)
 - Storm water
 - Review irrigation requirement, provide alternatives such as use of drought resistant plant materials.
 - Consider strategies to encourage water conservation practices such as rain barrels and soil moisture sensors
 - Review curb requirements, consider amendments to promote infiltration

ask more pointed questions and have more comfort in talking with someone that is not the final decision maker.

Councilmember Riley stated he would agree that increasing the wage scale will make recruitment easier and since experts were hired, he would ask why the City Council would not want to follow their recommendation. He asked Human Resources Manager Lasher about her position.

Human Resources Manager Lasher stated she is reluctant to increase the pay grade but since the City has recruited twice unsuccessfully, she welcomes professional advice. However, she would recommend being conservative in the wage offered.

Councilmember Kuzma stated the City has a large project and to move it, someone with contacts and skill sets is needed, which would be a senior level employee rather than an employee at the bottom of the pay scale. He stated support for the recommendation to attract that senior level applicant.

Councilmember Kuzma stated this recommendation moves up the scale, but keeps the bottom about the same so he is not sure whether it will attract a higher-level candidate.

Councilmember Johns stated support for Springsted's recommendation. She stated if this position is an integral part of the plan going forward and the City has not been successful in several recruitment events, this may be the "magic bullet" to get it done so she supports moving forward.

Mayor Pro tem Backous stated he is torn with this decision and would rather post "For Sale" signs on the property. He stated the only reason he would support hiring for this position is to address the rest of Ramsey. Mayor Pro tem Backous stated it bothers him that Springsted was hired and paid \$6,500 and their recommendation is to pay a higher wage scale but he would support it as long as the position is paid at the lower range of the scale. He stated if recruitment is not successful this time, he would no longer support filling this position.

Human Resources Manager Lasher stated Springsted referenced the City of Moorhead who had just recruited so she contacted them. The City of Moorhead offered a salary range of \$70,093 to \$75,768 and found and hired an excellent candidate from the private sector at \$73,000.

Mayor Pro tem Backous polled the City Council, noting six were in support and one opposed.

The majority consensus of the City Council was to support Option 1 to increase the wage scale by eight percent to bring the range up to \$73,173 to \$91,465.

2.02: Review Environmental Policy Board's 2013-2014 Proposed Work Plan

Associate Planner/Environmental Coordinator Anderson described the activity of the Environmental Policy Board (EPB) during 2013 and presented its 2013-2014 proposed Work Plan as detailed in the staff report.

Councilmember LeTourneau stated he is the City Council liaison to the EPB, found it a pleasure, and supported that the group has become self directed. He stated this is valuable work, he supports the Work Plan, and thinks it will mean a lot to the community.

Mayor Pro tem Backous concurred and stated he had also served as EPB liaison. He stated he knows they are devoted members and provide an excellent service. He stated the Environmental Expo will be a good platform to present this information.

Councilmember Kuzma stated he is also in support of the Work Plan and had enjoyed sitting in at an EPB meeting.

Associate Planner/Environmental Coordinator Anderson requested feedback on the draft Work Plan and if there was support to direct staff to schedule the Work Plan for formal action at a future City Council meeting.

EPB Member Larry Lewis asked if this format works well, noting it is also to address future actions going forward. He asked if this framework is satisfactory to the City Council.

Mayor Pro tem Backous stated if it is efficient for the EPB, he would support it.

Councilmember Johns thanked the EPB for their work and stated she likes how the categories are sorted, making it easy to read and work with. She stated she supports this Work Plan and moving it forward.

Associate Planner/Environmental Coordinator Anderson stated the EPB will be discussing whether there is merit to continue the tree sale program. This year it was incorporated into the spring recycling day event, which was more efficient for staffing but resulted in longer waits for residents to pick up trees. He stated the EPB will be discussing whether it makes sense to continue with that program.

Councilmember LeTourneau agreed that the Work Plan's organization with bulleted points is easy to follow and efficient to keep updated.

The consensus of the City Council was to direct staff to add the EPB's 2013-2014 draft Work Plan to a future City Council agenda for formal action.

2.03: Receive Update on Minnesota Department of Natural Resources (DNR) Rulemaking for Mississippi River Corridor Critical Area (MRCCA)

Development Services Manager Gladhill provided an update on the Minnesota Department of Natural Resources (DNR) rulemaking activities related to the Mississippi River Corridor Critical Area (MRCCA). The intent is to update existing regulations found in Minnesota Statute Chapter 116G. It was noted the Critical Area extends from Ramsey's western border south down to Hastings, nearly 72 miles and encompasses approximately 30 governmental subdivisions across the metro area. Development Services Manager Gladhill presented the development standards and described the anticipated impact. He also addressed how these standards compare and

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

RESOLUTION #13-08-139

**RESOLUTION APPROVING THE ENVIRONMENTAL
POLICY BOARD'S 2013-2014 WORK PLAN**

WHEREAS, the primary objective of the Environmental Policy Board is to review, consider, initiate and recommend to City Council such policies, plans or projects that will enhance and preserve the natural environment of the City; and

WHEREAS, the Environmental Policy Board's scope includes, but is not necessarily limited to, matters of the preservation of the community forest, water quality, wetland preservation, ground water protection, ecological preservation, control of soil erosion and air, noise and light pollution; and

WHEREAS, the Environmental Policy Board is responsible for developing an annual work plan subject to the approval of the City Council.

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

- 1) That the City Council of the City of Ramsey hereby approves the 2013-2014 Work Plan for the Environmental Policy Board.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 27th day of August, 2013.

Mayor

ATTEST:

City Clerk

Meeting Date: 08/27/2013

By: Chris Anderson, Community
Development

Information

Title:

Approve the Emerald Ash Borer Management Plan

Background:

Emerald Ash Borer (EAB) is an exotic, invasive insect from Asia that was discovered in St. Paul (Ramsey County) in 2009. Since the initial detection of EAB in St. Paul, it has also been confirmed in Minneapolis (Hennepin County), Houston and Winona Counties, Shoreview (Ramsey County) and most recently in Roseville (Ramsey County). EAB poses a serious threat to Minnesota's forests and urban forests as there are over 900 million ash trees within the state. As this pest spreads, it will undoubtedly have significant economic and environmental impacts.

While EAB has not yet been found in Anoka County, it is a matter of 'when' rather than 'if' and once it is discovered, it will likely change the landscape of the community as well as have an impact on the budget. Thus, City Staff worked with the Environmental Policy Board to develop a draft management plan outlining steps that the City would take to manage the inevitable discovery of this pest. It is important to note that the draft EAB Management Plan is not intended to prevent or eliminate EAB, which has proven impractical based on results in other states, but rather to spread the potential cost of management over multiple budget cycles.

Notification:

Observations:

The EAB Management Plan is broken into multiple sections: Purpose, Applicability, Administration, Introduction and Ash Management Plan. While the plan would apply to both public and private lands, based on recommendations from the EPB, it was modified such that required actions (such as removals due to infestation of EAB) would only be applicable to public trees. The required actions would not apply to privately held lands, but would focus on simple educational efforts. However, it should be noted that the state (MN Department of Agriculture) may become involved and could mandate removal and disposal to slow further spread.

The most meaningful part of the draft plan is the Ash Management Plan. In essence, this section discusses how the City will address ash trees in general on public lands. Some of the actions have already been implemented, such as prohibiting the planting of ash trees on public property (boulevards and parks) and education/public awareness through the website, newsletter and QCTV.

A key aspect of the Ash Management Plan is completing a tree inventory. Presently, we do not have any data regarding the number of ash trees (on public lands) in the City or what percentage of the community forest is comprised of ash trees. Thus, it is unknown just how much of an impact this pest will have both on the budget and landscape. An inventory would also be beneficial for scheduling and tracking maintenance, ensuring a diverse mix of species is planted and identifying planting opportunities. The plan does not specify a start date, nor end date for this inventory, but does recommend that the City start to consider this inventory to be staged over a series of manageable timeframes as time and resources allow. The specific implementation of this portion would be considered as part of normal budget review cycles. In addition, the City could seek additional grant funding for such activity if necessary.

The draft management plan also contemplates whether chemical treatments are warranted. Ramsey's street tree population is still fairly young and thus, the trees are not at a mature size. Therefore, the draft plan states that the City will not utilize chemical treatments except for 'Legacy' trees, which includes trees that have historical meaning or those rated as being in excellent condition (through an inventory). Essentially, with the young age of the street

trees, it likely would be more cost effective in the long term to remove and replace ash trees rather than chemically treating them.

Finally, regarding trees on private property, the draft plan states that the City will continue to educate the citizenry about EAB and encourage people to monitor their ash trees for any potential signs/symptoms of EAB. The sooner EAB activity is identified, the better the chance property owners have to implement control/management strategies if they so choose.

The City Council reviewed the draft EAB Management Plan at the August 13, 2013 Work Session. There was general consensus of the City Council supporting the EAB Management Plan and Staff was directed to add this item to a future City Council agenda for formal action.

Recommendation:

The Environmental Policy Board and City Staff recommend adopting the EAB Management Plan.

Funding Source:

Council Action:

Motion to adopt Resolution #13-08-140 approving the EAB Management Plan.

Attachments

EAB Management Plan

Draft City Council Work Session Meeting Minutes Dated August 13, 2013

Resolution Approving EAB Management Plan

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	08/20/2013 09:32 AM
Kurt Ulrich	Kurt Ulrich	08/22/2013 10:04 AM
Form Started By: Chris Anderson		Started On: 08/19/2013 09:52 AM

Final Approval Date: 08/22/2013

Emerald Ash Borer Management Plan City of Ramsey, MN

Purpose:

By implementing the provisions of the Emerald Ash Borer Management Plan, the City is attempting to minimize the disruption to its urban forest due to the inevitable infestation of Emerald Ash Borer (EAB). Based on the current evidence from states such as Michigan and Ohio, a proactive approach should help spread the costs associated with an EAB outbreak over a manageable time period and limit the detrimental effect on property value, quality of life and the environment.

Applicability:

This management plan is applicable to all public properties within the City, including rights-of-way, boulevards, parks and open spaces, as well as private properties.

Administration:

The Community Development Department shall be responsible for implementing this program and working with the Public Works Department in seeing that the provisions are carried out.

Introduction:

Emerald Ash Borer (EAB) is an introduced invasive insect that has now been confirmed in twenty (20) states, including Minnesota, and two (2) Canadian provinces. EAB attacks all species of ash trees (*Fraxinus* spp.) found in Minnesota, which include green ash (*Fraxinus pennsylvanica*), white ash (*Fraxinus americana*) and black ash (*Fraxinus nigra*). This is of great concern because Minnesota is home to more than 900 million ash trees statewide and unlike some similar borers in the *Agrilus* genus (such as two lined chestnut borer and bronze birch borer), EAB is not solely an opportunistic pest, it is known to attack both healthy and stressed ash trees alike.

As of the adoption date of this management plan, EAB has been confirmed in four (4) Minnesota counties: Hennepin, Ramsey, Houston and Winona. While it is impossible to accurately determine when this pest will arrive in Ramsey, it is no longer a question of 'if' but 'when' it will be found here. It is possible that this pest has moved beyond the known infestation sites and has yet to be identified.

It is not the adult beetles that are detrimental to ash trees but rather the larvae of EAB (immature stage), which feed on the inner bark of trees, disrupting a tree's ability to transport water and nutrients up to the canopy. As the number of larvae in a tree increases, less and less water and nutrients reach the canopy, resulting in dieback in the upper portions of a tree. By the time visible symptoms are obvious, the population of EAB has grown and likely spread to other trees in the area.

Signs/symptoms of EAB that can help detect an infestation include:

- Increased woodpecker activity/damage
- Bark splitting (vertical slits)
- D-shaped exit holes created by adult insects as they emerge from the tree
- Epicormic branching/shoots near base of tree
- Canopy dieback
- Serpentine (s-shaped) larval galleries that are packed with frass

Making early detection even more difficult is that initial attacks on an ash tree tend to be in the upper canopy. For this reason, increased woodpecker activity is becoming a more reliable early indicator of a possible infestation.

The City does not have an inventory of existing boulevard and/or park trees and therefore, it is unclear what the true impacts of EAB will be upon public land within the community. Nonetheless, the City will implement the following steps to try and slow the spread of EAB and allocate the costs of managing the tree loss and replacement over multiple budget cycles.

Ash Management Plan:

- **Complete an inventory of all boulevard trees and trees in maintained park areas.** At a minimum, an inventory of all ash trees in boulevard areas and maintained park areas should be completed. However, since the City has no inventory data at all, a complete inventory of trees would be beneficial for a number of reasons including:
 - Determining the percentage of boulevard trees that consist of ash species, which will help clarify the impact EAB will have on Ramsey's street tree program as well as the urban forest as a whole.
 - Better budget estimation for maintenance (trimming, removing, planting)
 - Developing a master street tree plan to ensure a species rich landscape (diversity is the best defense to insect/disease outbreaks)
 - Replanting efforts
- **Education.** The City will continue to educate the citizenry and elected officials concerning EAB. Tools that can and will be utilized include newsletter articles, segments on QCTV, the website and presentations to various groups/organizations. Education will emphasize the importance of monitoring and early detection as well as management strategies including removal and disposal of infested wood and appropriate times of year to complete such work to avoid inadvertently spreading EAB.
- **Boulevard Trees:**
 1. The City will institute a new policy that prohibits the inclusion of planting any ash species (*Fraxinus spp.*) on public property and boulevards.
 2. The City will discourage the inclusion of planting any ash species (*Fraxinus spp.*) as a part of any proposed development, whether commercial, residential or industrial.

3. Existing ash trees in poor condition or in fair condition with major defects will be targeted for removal.
4. Once discovered, EAB infested ash trees will be removed and disposed of properly.
5. Ash trees that are removed will be replaced with another species, budget permitting. Replanting will be done with a keen focus on species diversity and matching the right tree with the right location.
6. Plantings will be conducted in the spring and/or fall based on staff availability and budget.
7. Pesticide control will only be considered for 'Legacy' trees, those that have significant historical meaning or those that are rated in excellent condition. This option will not be implemented for other ash trees because while it may be less costly than removal and replanting in the short-term, it can be much more expensive in the long-term due to the need to re-treat annually or biannually with the currently available products. Additionally, considering the general age (fairly young) and size (relatively small) of Ramsey's street trees, removal and replacement likely would be more cost effective presently.

- **Park Trees:**

1. The number of ash trees in City Parks, including maintained and wooded areas, is unknown but is likely well beyond a thousand. Ash trees in poor condition or fair condition with major defects in maintained portions of parks will be identified and targeted for removal.
2. The City will continue to work with the MN Department of Agriculture (MDA) and the MN Department of Natural Resources (DNR) to establish detection trees and traps as needed in city parks for early detection of EAB.
3. Ash trees in wooded areas will not be addressed unless in close proximity to a trail or structure where harm and/or damage could result from a failure. However, if an ash tree in a wooded area is found to be infested and it is in the early stages of infestation, said tree(s) may be removed to slow the spread to other areas.
4. Ash trees removed from maintained areas of parks will be replaced budget permitting, again with a focus on species diversity and matching the right tree with the right location.
5. Should ash trees be removed from wooded areas, natural regeneration will be relied upon for reforestation.

- **Trees on Private Property:**

1. Through educational efforts, property owners will be encouraged to diligently monitor their ash trees for any signs of EAB. They can either contact the City's Community Development Department or the MDA Arrest the Pest hotline for more information or for a site inspection.
2. For property owners that are contemplating treatment options for individual ash trees, the City encourages them to hold off until EAB has been confirmed within fifteen (15) miles of Ramsey, as recommended by the MDA.

3. The City will also continue to encourage property owners to replace lost trees with species appropriate for the site or even in advance of potential infestation and ash removal. As with public lands, the City encourages property owners to diversify the species on their property to buffer against future insect/disease outbreaks. A valuable reference that is available to homeowners for planting suggestions is the Ramsey Tree Book, which is available through the City's website.

Summary:

It is clear that EAB poses a serious threat to Ramsey's community forest. The City will implement this EAB Management Plan to the extent feasible and as budgets permit. The steps outlined above are based on current knowledge of EAB. This management plan is subject to revision(s) as new information about EAB becomes available and/or as new treatment options are identified. Furthermore, this plan is also subject to revision should state and/or federal policies necessitate plan updates. Revisions to the EAB Management Plan would be subject to City Council approval.

Projected Budget/Cost to City

1. Tree removal and disposal cost estimate of \$250 per tree*:
 - a. bobcat & operator(1.5 hrs) \$150.00
 - b. 1 ton truck with maintenance worker(1hr) \$100.00

2. Stump removal cost estimate of \$200 per tree*:
 - a. bobcat & operator(1.5 hrs) \$150.00
 - b. 1 ton truck with maintenance worker(.5 hrs) \$50.00

3. \$400 per replacement tree (materials and labor)

* This estimate includes time for loading and unloading equipment, travel time, soil and seed for restoration of site, and equipment maintenance.

The consensus of the City Council was to direct staff to advertise and formulate a meeting process, invite Mayor Strommen, Planning Commission Chairperson Levine, and EPB Chairperson Max to the initial meeting of the DNR related to the Critical Area rulemaking, and to report back following that meeting on the policy implications.

2.04: Receive Update on Rum River Shores, a Proposed 44-Lot Single Family Development on the Rum River in the City of Anoka

Development Services Manager Gladhill provided an update on Rum River Shores, a proposed 44-lot single-family development on 22.5 acres along the Rum River, north of Bunker Lake Boulevard, in the City of Anoka. He explained the project received approval from the Anoka City Council on August 5, 2013, and there are two general topics of feedback from Ramsey residents who live on the Rum River relating to bank stabilization, its compliance with Wild and Scenic Rivers standards, and the public dock. It was noted the City Council had reviewed the public notification and did not object to the proposed development but had requested the two communities work together to solve regional transportation issues as growth occurs.

Development Services Manager Gladhill displayed a site plan of the subject development and explained the difficulty in stabilizing the riverbank. He stated this project has been approved by the Anoka Conservation District (ACD), reviewed by the DNR, and approved by the City of Anoka under its current ordinances. He displayed pictures of the style of homes to be constructed, noting the location of the trail, vegetative restoration plan, and photos of the existing conditions of erosion necessitating bank stabilization. Development Services Manager Gladhill explained that it may take up to ten years for the riverbank to be visually restored after the bank stabilization project.

Mayor Pro tem Backous stated it seems there is only one Ramsey home in view of this project.

Development Services Manager Gladhill pointed out the location of Ramsey's Rivers Bend Park that is in view of this project. He explained that the buckthorn removal project was conducted by the ACD under a conservation easement, which is being confused with this project. He indicated this project will not impact the flow of the River. Development Services Manager Gladhill stated staff checked with the ACD and DNR to assure Anoka is following proper procedures.

Mayor Pro tem Backous congratulated the City of Anoka on a beautiful plan.

Informational; no action required.

2.05: Review Draft Emerald Ash Borer Management Plan

Associate Planner/Environmental Coordinator Anderson described the Emerald Ash Borer (EAB), an exotic invasive insect that has been discovered in areas of St. Paul and Minneapolis but not yet in Ramsey. He stated the Environmental Policy Board (EPB) has developed a draft Management Plan outlining steps that the City can take to manage the inevitable discovery of this pest. Associate Planner/Environmental Coordinator Anderson presented the EAB Management Plan, as detailed in the staff report. It was noted the intent is not to prevent or

eliminate EAB, which is impractical based on results in other States, but to spread the potential cost of management over multiple budget cycles. Associate Planner/Environmental Coordinator Anderson presented the projected budget impact. He requested that the City Council provide feedback on the draft EAB Management Plan, noting it satisfies a requirement of the Community Forest Bonding Grant that was awarded to the City in 2012 to complete the landscaping in North Commons.

Councilmember Riley stated he supports the approach of not treating and replacing, as necessary, however, a recent *StarTribune* article was contrary to that recommendation.

Associate Planner/Environmental Coordinator Anderson stated the City of Burnsville is looking at regularly treating trees instead of removal/replacement. He stated he is making a recommendation of removal/replacement due to the age of Ramsey's street trees, which are smaller (6-8 inches) and not as large as longer established communities that have trees 20 inches in width.

Councilmember Tossey asked if builders are being asked to no longer plant Ash Trees in boulevards.

Associate Planner/Environmental Coordinator Anderson answered in the affirmative and stated the City no longer allows, on public property, the planting of Ash Trees and also discourages, when asked, on private property.

Parks and Assistant Public Works Superintendent Riverblood noted Associate Planner/Environmental Coordinator Anderson is a Certified Arborist so the City is ahead of the curve on this threat by removing diseased trees and addressing preemptive actions. He stated if a private property owner has a large Ash Tree they want to save, the City would provide information on how it can be treated.

Associate Planner/Environmental Coordinator Anderson stated a tree inventory will be conducted as time and budgets permit. He explained having that information will allow the City to determine the level of threat from EAB. He noted that when Dutch Elm was a threat, many communities replanted with Ash Trees.

Mayor Pro tem Backous asked if the City should prohibit planting Ash Trees on private properties to protect the rest of the City's trees.

Associate Planner/Environmental Coordinator Anderson stated that is a policy decision for the City Council but over time, there may be a treatment that is successful. He explained that in other impacted States, it has been found that once the initial wave of EAB gets through, treatment of remaining Ash Trees can be scaled back.

Councilmember Tossey stated he would object to the City telling private property owners what kind of tree they can plant; however, he does support the City not planting Ash Trees on public property.

Mayor Pro tem Backous stated he also supports private property rights but the City has rules about conserving water and quality of top soil and if Ash Trees threaten the City's tree inventory, he would consider such an option.

Associate Planner/Environmental Coordinator Anderson stated if you force a specific species to be planted that the property owner does not like, they may be less inclined to care for that tree. From that perspective, if someone has their heart set on some cultivar of an Ash Tree, the City would be hard pressed to prohibit it.

Mayor Pro tem Backous stated it would be effective to educate the public about the threat of EAB.

Councilmember Riley supported education and also to discourage planting of Ash Trees.

The consensus of the City Council was to support the draft EAB Management Plan and direct staff to place it on a future City Council agenda for formal action.

3. FUTURE TOPICS FOR DISCUSSION

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

Acting City Administrator Lund read an email from Elwyn Tinklenberg, Tinklenberg Group, providing an update on Mn/DOT's consideration of innovative funding options for the Armstrong Boulevard interchange.

Councilmember Kuzma stated he will attend the August 15, 2013, LRRWMO meeting.

Parks and Assistant Public Works Superintendent Mark Riverblood indicated that City Council Agenda Item 7.04, Adopt Resolution #13-08-136 Approving the Joint Powers Agreement and Accepting Bids for the Mississippi River Trail, will be pulled from tonight's agenda because the funding relationship and JPA disbursements are not accurate. It will be rescheduled for consideration at the City Council meeting of September 10, 2013.

5. ADJOURNMENT

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to adjourn the Work Session meeting.

The Work Session of the City Council was adjourned at 6:45 p.m.

Respectfully submitted,

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

RESOLUTION #13-08-140

RESOLUTION APPROVING AN EMERALD ASH BORER MANAGEMENT PLAN

WHEREAS, Emerald Ash Borer is an invasive pest that threatens all native species of ash in Minnesota; and

WHEREAS, Emerald Ash Borer has been confirmed in four (4) Minnesota Counties thus far, with one location being very near the southern border of Anoka County; and

WHEREAS, the City of Ramsey values its urban forest and desires to protect it against widespread loss due to Emerald Ash Borer; and

WHEREAS, the City of Ramsey desires to implement certain actions that will help lessen the impact, both environmentally and financially, of Emerald Ash Borer on public lands by adopting an Emerald Ash Borer Management Plan.

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

- 1) That the City Council of the City of Ramsey hereby approves the Emerald Ash Borer Management Plan.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 27th day of August, 2013.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 6.

Meeting Date: 08/27/2013

By: Chris Anderson, Community Development

Information

Title:

Approve Receipt of Pedestrian and Bicycle Trail Easement

Background:

On June 28, 2013, the City received a Building Permit application for the construction of a single family home on Lot 1, Block 2 Sweetbay Ridge. A review of the Certificate of Survey revealed that there was a slight encroachment of a public trail across a portion of the rear property without a recorded easement.

Notification:

Observations:

This trail was constructed by the original developer of Sweetbay Ridge and it appears that an attempt had been made to avoid removal of several trees by curving the trail between them, resulting in the slight encroachment. Staff has discussed this matter with the current property owner, Capstone Homes, Inc., who has agreed to grant the City a trail easement to address the encroachment. The easement identifies the City as being responsible for all costs to construct and repair the surface of the trail as well as providing snow removal (as is typical for all City trails). The property owner (including successors and assigns) shall be responsible for maintaining the grass and vegetation within the easement area.

Failure to accept the easement would require the trail to be relocated entirely into the public road right-of-way, likely at the City's cost. The easement does not subject the City to any work or cost above and beyond what is typically done for trail maintenance.

Recommendation:

City Staff recommends authorizing the Mayor and City Clerk to execute the easement document accepting the pedestrian and bicycle trail easement on behalf of the City.

Funding Source:

The City will be responsible for recording the pedestrian and bicycle trail easement document with Anoka County. The current recording fee is forty-six dollars (\$46.00)

Council Action:

Motion to adopt Resolution #13-08-144 accepting granting of trail easement to the City.

Attachments

Proposed Pedestrian and Bicycle Trail Easement

Sketch of Proposed Easement Area

Resolution Approving Pedestrian and Bicycle Trail Easement

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	08/21/2013 08:21 AM
Bruce Westby	Bruce Westby	08/21/2013 03:19 PM

Kurt Ulrich

Kurt Ulrich

08/22/2013 01:36 PM

Form Started By: Chris Anderson

Started On: 08/20/2013 03:39 PM

Final Approval Date: 08/22/2013

GRANT OF PEDESTRIAN AND BICYCLE TRAIL EASEMENT

This grant of a pedestrian and bicycle trail easement (“Grant”) is made this _____ day of _____, 20____, by Capstone Homes, Inc., a business corporation under the laws of the State of Minnesota (hereinafter referred to as “Grantor”) to the **City of Ramsey**, a municipal corporation under the laws of the State of Minnesota (hereinafter referred to as “Grantee”).

WITNESSETH:

WHEREAS, Grantor is the owner of real property situated in the County of Anoka, State of Minnesota, legally described as Lot 1, Block 2 Sweetbay Ridge, Anoka County, Minnesota (the “Property”); and

WHEREAS, Grantor wishes to grant and dedicate an easement for pedestrian and bicycle trail purposes for the benefit of the public, over, under, across and upon the Property in those areas legally described in **Exhibit A**, attached hereto (hereinafter referred to as the “Easement Area”).

NOW, THEREFORE, for One Dollar and other good and valuable consideration, the parties agree as follows:

1. Easement Grant and Dedication. Grantor hereby grants, dedicates, conveys and quit claims to Grantee, its successors and assigns, a perpetual easement for pedestrian and bicycle trail purposes for the benefit of the public, over, under, across and upon the Easement Area.

2. Construction and Maintenance. Grantee is responsible for all costs to construct and repair the surface of sidewalk/trail and to provide for snow removal. Grantor shall maintain the grass and vegetation within the Easement Area in accordance with City ordinances, with the understanding that Grantee may, on occasion, cut the grass within the Easement Area. Grantee’s occasional maintenance of the grass within the Easement Area shall not relieve Grantor’s obligations under City ordinances.

3. Successors and Assigns. All of the provisions of this instrument, including the benefits and burdens, run with the land and are binding on and inure to the benefit of the heirs, assigns, successors, tenants and personal representatives of the Grantor and Grantee herein.

4. Headings. Paragraph headings used in this instrument are for convenience only, and shall not affect the construction of this Grant.

5. Entire Agreement. This instrument, and the Exhibits attached hereto, constitute the entire understanding of the parties hereto with respect to the transaction contemplated thereby, and supersede all prior agreements and understandings between the parties with respect to the subject matter. No representations, warranties, undertakings or promises, whether oral, implied, written or otherwise, have been made by either party hereto to the other unless expressly stated in the above-referenced documents, or unless mutually agreed to in writing between the parties hereto after the date hereof, and neither party has relied on any verbal representations, agreements, or understandings not expressly set forth herein.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

GRANTOR:

By: _____

Its: _____

STATE OF MINNESOTA)

) ss.

COUNTY OF _____)

The foregoing instrument was acknowledged before this ____ day of _____, 20 __, by _____, the _____ of _____, a Minnesota _____, on behalf of the _____.

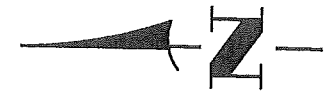
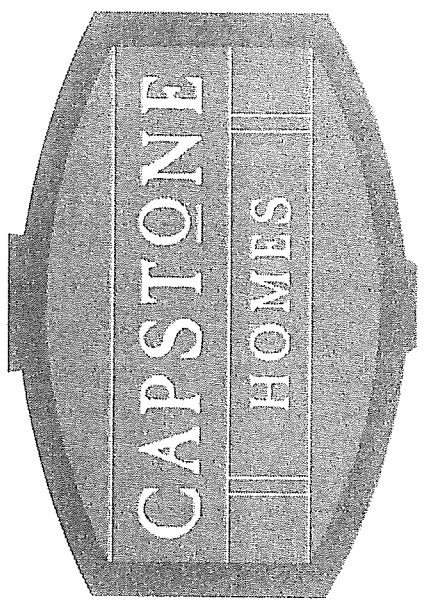
Notary Public

(Additional signatures on next page.)

Exhibit A

A permanent easement for trail purposes over, under and across the west 10.00 feet of the South 70.00 feet of the North 80.00 feet of Lot 1, Block 2, SWEETBAY RIDGE, Anoka County, Minnesota.

Certificate of Survey



NOTES:

- Contractor to verify all building dimensions and elevations.
- In providing this boundary survey no attempt has been made to obtain or show data concerning existence, size, depth, condition, capacity or location of any utility existing on the site, whether private, municipal or public owned.
- The professional surveyor has made no investigation or independent search for easements of record, encumbrance, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
- Square footage of lot is 19,120 sq.ft. or 0.44 acres
- This lot is in Section 16 Township 32 Range 25
- Builder/Owner place retaining walls as needed.
- House pad needs to be cleared - YES NO
- A document should be prepared to encumber a portion of this lot with a trail easement.

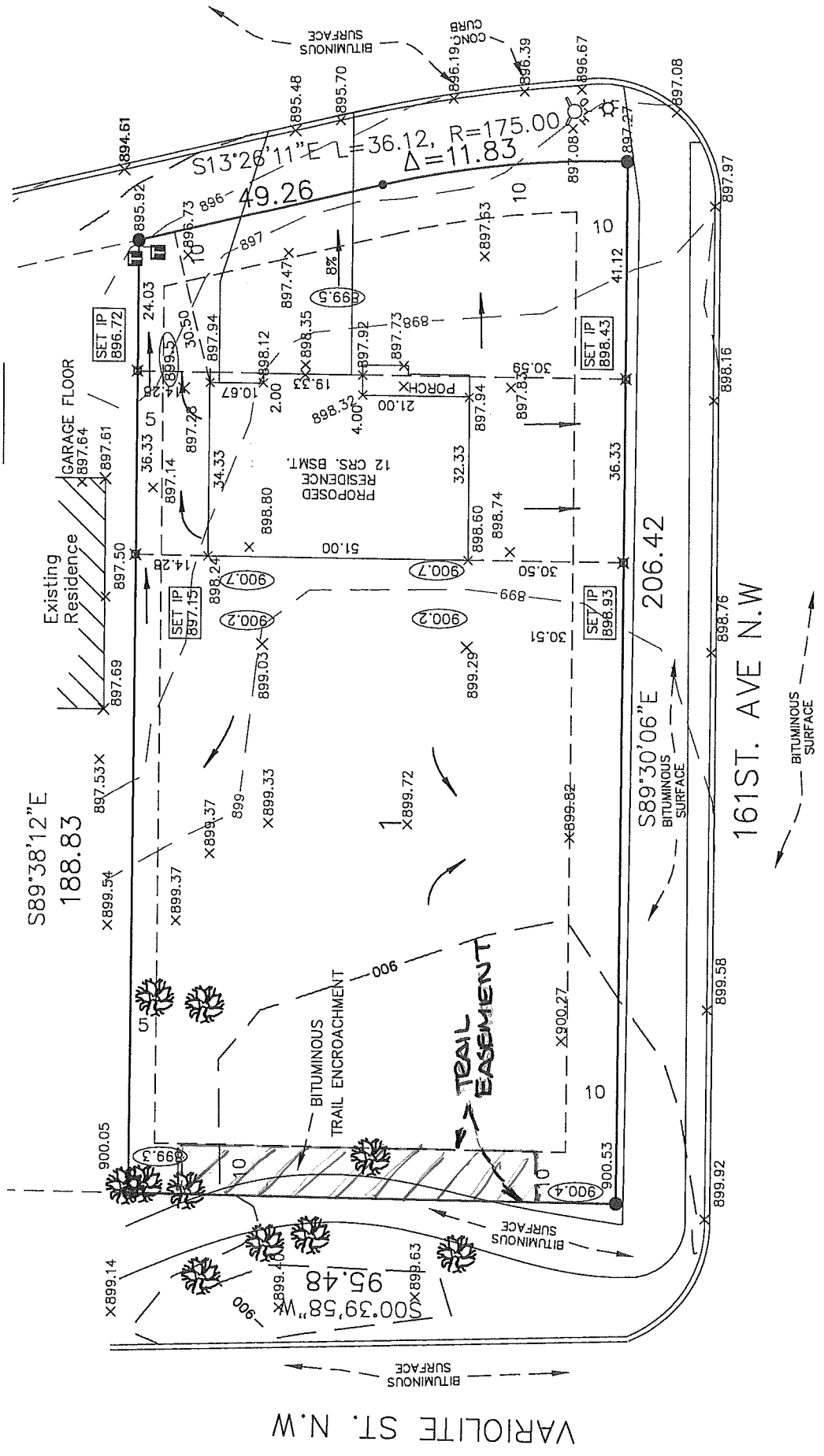
1 INCH = 30 FEET

PROPOSED ELEVATIONS

- Lowest Floor Elevation: 893.2
- Top of Block Elevation: 901.2
- Garage Slab Elevation: 899.5
- Drop garage two (2) courses

ASBUILT ELEVATIONS

- Lowest Floor Elevation: _____
- Top of Block Elevation: _____
- Garage Slab Elevation: _____
- Walkout Elevation: _____



LEGEND

- = Iron monument found
- = Iron monument set and marked with license No. 18420.
- x 800.0 = Denotes existing elevation
- (800.0) = Denotes proposed elevation from grade or development plan
- (800.0) = Denotes drainage & utility easement
- (800.0) = Denotes drainage arrow
- = Denotes offset iron
- (800.0) = Bearings shown are assumed
- (800.0) = Denotes proposed contour from development or grading plan
- (800.0) = Denotes as-built elevation
- SF— = Denotes proposed silt fence

Lot 1, Block 2 SWEETBAY RIDGE

ANOKA COUNTY, MINNESOTA

Subject to easements of record, if any.

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 Professional Land Surveyor under the laws of the State of Minnesota.

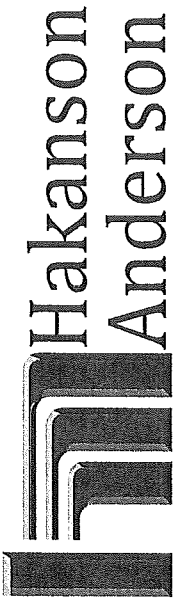
Charles R. Christopherson

Charles R. Christopherson, MN License No. 18420

REV. 6/24/13 house position and setback elevations

04/24/13

Date



Job No.: 3660.203
Jun 24, 2013 - 9:52am RyanS
K:\cad_surv\Land Desktop 2008\3660.203\dwg\3660.203.dwg
© 2013 HAKANSON ANDERSON ASSOCIATES, INC.

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

RESOLUTION #13-08-144

RESOLUTION APPROVING THE CONVEYANCE OF A PEDESTRIAN AND BICYCLE TRAIL EASEMENT FROM CAPSTONE HOMES INC. ON LOT 1, BLOCK 2 SWEETBAY RIDGE.

WHEREAS, on June 28, 2013, Capstone Homes, Inc., submitted a Building Permit application to the City of Ramsey for a single family home to be constructed on Lot 1, Block 2 Sweetbay Ridge; and

WHEREAS, through the review of the Certificate of Survey submitted with the Building Permit application, a trail encroachment across a portion of the rear yard was identified without a properly recorded easement; and

WHEREAS, Capstone Homes, Inc., the owner of Lot 1, Block 2 Sweetbay Ridge, has agreed to convey to the City of Ramsey a Pedestrian and Bicycle Trail Easement to rectify this encroachment.

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 conveyance of a Pedestrian and Bicycle Trail Easement from Capstone Homes, Inc., over a portion of Lot 1, Block 2 Sweetbay Ridge.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 27th day of August, 2013.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 7.

Meeting Date: 08/27/2013**By:** Chris Anderson, Community
Development

Information**Title:**

Approve Revised Site Plan and Development Permit for McDonald's

Background:

On August 16, 2013, the City received revised plans for the McDonald's project. The plans reflect a slightly reduced building footprint, shortening the length of the building by a total of ten (10) feet (five [5] feet on the north end and five [5] feet on the south end). While this is a minor revision overall, it does represent a change from the approved Site Plan (approved by City Council on January 22, 2013). Also, the Development Permit had indicated a completion date of January 22, 2014 for all required improvements. However, the applicant has yet to close on the purchase of the property from the Housing and Redevelopment Authority (HRA). Within the Real Estate Agreement (REA) with the HRA, the required improvements are to be completed within 720 days of closing on the property. Therefore, the Development Permit has also been revised to reflect a required completion to match that in the REA (720 days from the date of closing on the property). The Attorney has advised that the two documents should be consistent, as the REA date would prevail. Typical store construction would take 180 days.

Notification:**Observations:**

The reduced building footprint does result in a slight reduction in seating; however, the number of parking stalls provided still complies with the standards of the Design Framework. Reducing the building footprint will result in slightly more pervious area (additional sod) on site. There do not appear to be any other significant changes from the originally approved Site Plan.

McDonald's policies are such that they require that the City issue the Building Permit before they will complete the real estate transaction with the City's HRA. A component of allowing Staff to issue the Building Permit is the executing of the Development Permit. The proposed revisions to the Site Plan and Development Permit are fairly minor and, at least with the Development Permit, will mirror certain dates within the REA and thus, it seems reasonable to approve both.

Recommendation:

Staff recommends approving both the revised Site Plan and Development Permit.

Funding Source:

All costs associated with this request are the responsibility of the Applicant.

Council Action:

Motion to approve the revised Site Plan and Development Permit.

AttachmentsSite Location MapRevised Site PlanRevised Development PermitRevised Exhibit A (in Development Permit)

Form Review

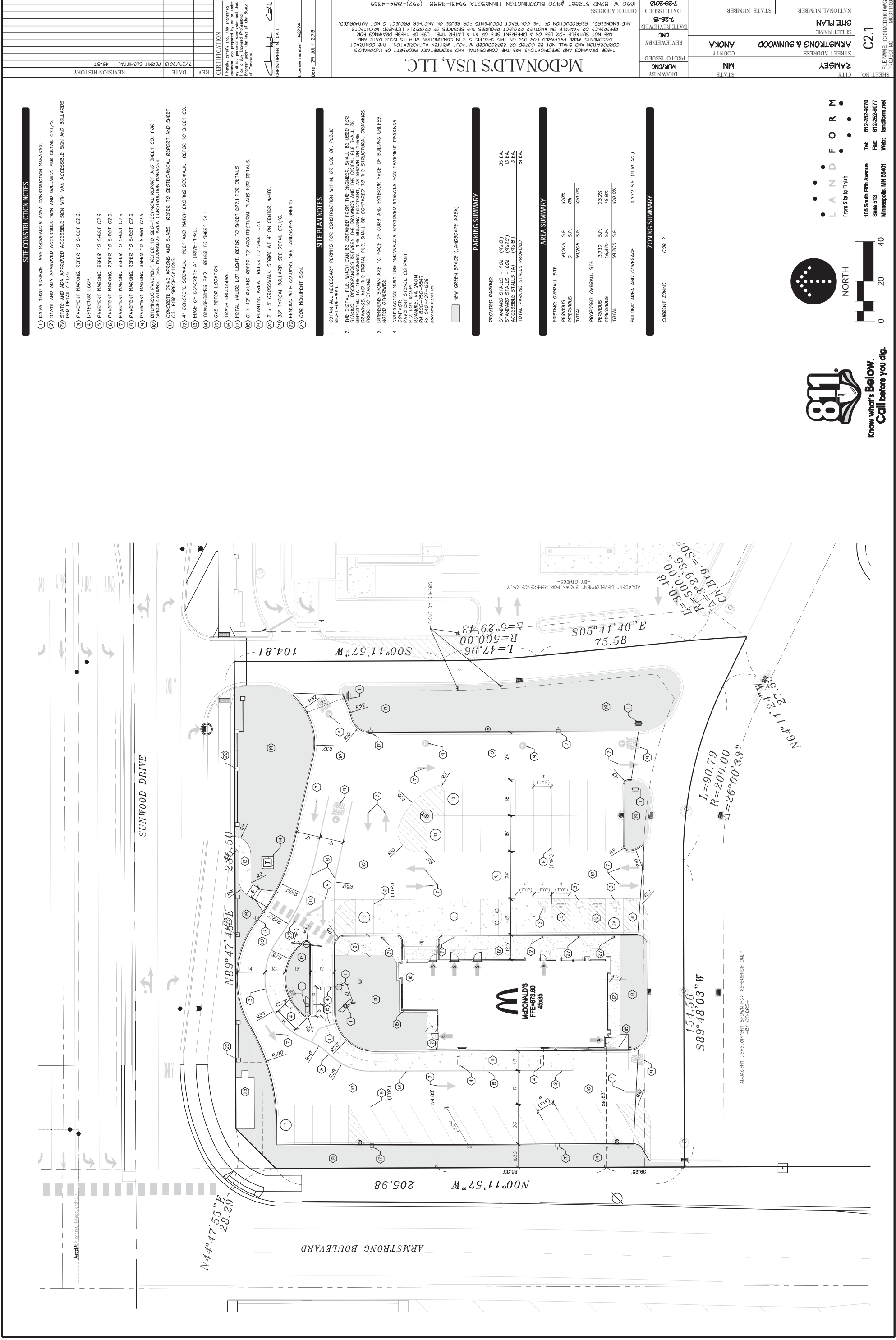
Inbox
Tim Gladhill
Kurt Ulrich

Reviewed By
Tim Gladhill
Kurt Ulrich

Date
08/22/2013 08:08 AM
08/22/2013 01:53 PM
Started On: 08/21/2013 03:05 PM

Form Started By: Chris Anderson

Final Approval Date: 08/22/2013



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**MCDONALD'S
DEVELOPMENT PERMIT
CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA**

THIS AGREEMENT, made and entered into by and between the **CITY OF RAMSEY**, a municipal corporation under the laws of the State of Minnesota (the "**CITY**"), and **MCDONALD'S USA LLC**, a Limited Liability Corporation (Foreign) under the laws of the State of Minnesota, whose address is 1650 W 82nd Street, Suite 900, Bloomington, MN 55431 (the "**PERMITTEE**").

WITNESSETH:

WHEREAS, the **PERMITTEE** is the fee owner of the following described property situated in the **CITY OF RAMSEY**, County of Anoka, State of Minnesota, and legally described as follows:

Lot 2, Block 1, COR TWO, Anoka County, Minnesota

(the "**Subject Property**"); and

WHEREAS, on January 22, 2013 the **CITY** approved the final site plan for McDonald's on the Subject Property; and

WHEREAS, on August 27, 2013 the **CITY** approved the revised final site plan for McDonald's on the Subject Property; and

WHEREAS, the **PERMITTEE** intends to cause the Required Improvements to the **Subject Property** to be constructed without financial participation by the **CITY**.

NOW, THEREFORE, the **CITY** and **PERMITTEE** agree as follows:

**SECTION I
REQUIRED IMPROVEMENTS AND FINANCIAL RESPONSIBILITIES**

1. **City Code Compliance.** The **CITY** approves the site plan (the "**Site Plan**") conditioned on the **PERMITTEE** developing the **Subject Property** in accordance with the applicable provisions of City Code.
2. **Conformance with Plan.** The **Site Plan** shall be developed pursuant to the plans prepared by Landform Professional Services, LLC, dated November 26, 2012, revised July 29, 2013 and by Ware Malcomb dated July 18, 2013.
3. **Incorporation of All City Code Requirements.** That the recitals above and the applicable provisions of the City Charter, Subdivision Code, Zoning Code and Public Improvement Code of the **CITY**, as amended to date hereof, are incorporated herein by reference.
4. **State Building Code Compliance.** The structure(s) shall be constructed in accordance with the requirements of the Building Code.
5. **Fire Lanes.** Fire lanes shall be maintained on the **Subject Property**. The exact locations of these items on the **Subject Property** shall be as directed by the Fire Chief. The **PERMITTEE** herein

agrees to post "No Parking" signs along private streets in accordance with City Code requirements and in conjunction with the instructions of the Fire Chief.

6. **Building Façade.** The **PERMITTEE** agrees to construct the building in accordance with the **Site Plan** prepared by Landform Professional Services, LLC, dated November 26, 2012, revised July 29, 2013 and architectural elevations prepared by Ware Malcomb dated July 18, 2013, and approved by the City Council on August 27, 2013 contingent upon compliance with the Staff Report dated December 28, 2012 and revised on January 18, 2013.
7. **Required Improvements.** The **PERMITTEE** shall construct and install the following site improvements on the **Subject Property** in accordance with the specifications and location as shown on the **Site Plan**. The Required Improvements are as follows:
 - a. Site grading in accordance with the Grading Plan prepared by Landform Professional Services, LLC, dated November 26, 2012, revised July 29, 2013.
 - b. Private storm sewer and appurtenances.
 - c. Private sanitary sewer system
 - d. Private watermains and appurtenances
 - e. Private trunk and lateral storm drainage facilities
 - f. Bituminous driveways, parking lots, and maneuvering areas, including access to Sunwood Drive.
 - g. Continuous, B6/12 concrete curbing and gutter around the perimeter of all bituminous surfaces.
 - h. Installation of Landscaping in accordance with the Landscape Plan prepared by Landform Professional Services, dated November 26, 2012, revised July 29, 2013.
 - i. Irrigation metering and backflow devices shall be approved as part of the Utility Plan, and installed accordingly.
 - j. Irrigation rain sensors shall be installed and appropriately placed throughout the development.
 - k. Establishment of turf in areas disturbed during construction and in accordance with the Site Plan.
 - l. Temporary and permanent erosion control.

("Required Improvements").

The **PERMITTEE** agrees to construct the Required Improvements according to the terms and conditions of this agreement, in accordance with **PERMITTEE**'s plans submitted to the **CITY**, and in compliance with the Staff Report dated December 28, 2012, revised January 18, 2013.

8. **Required Improvements Completion Date.** The Required Improvements shall be completed on or before 720 days from the date of closing on the **Subject Property**.
9. **Required Improvements Financial Guarantee.** In order to ensure the installation of the Required Improvements in accordance with **CITY** specifications and in a timely manner, the **PERMITTEE** shall be required to deposit with the **CITY** a cash escrow or letter of credit, approved as to form by the **CITY**, in the amount of Sixty Five Thousand Dollars and No Cents. (**\$65,000.00**), which is 150% of the **CITY**'s estimated cost of the Required Improvements. Prior to the issuance of the building permit, all financial guarantees must be provided as required herein.

Upon completion of the construction of the Required Improvements, the financial guarantee shall be returned to the **PERMITTEE** and the **PERMITTEE** shall be required to provide the landscaping maintenance guarantee described in Item #13 of this Development Permit. The determination of completion of the construction of the Required Improvements shall be made by City Staff. In the event

the **PERMITTEE** fails to construct and install the Required Improvements as required herein, the City Council may order the completion of the Required Improvements with **CITY** day labor and/or by letting contracts for said completion and draw upon the escrow for payment. Only the City Council shall have the authority to direct completion of the Required Improvements and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the Subject Property for the purpose of completing the construction and installation of the Required Improvements in the event of the **PERMITTEE**'s default.

10. **Inspection Fees.** The **PERMITTEE** shall be responsible for all inspection costs incurred by the **CITY** related to the installation of Required Improvements. The **PERMITTEE** shall make a cash deposit into the appropriate escrow account at the **CITY** and the **CITY** shall have the authority to draw upon these funds for the purpose of compensating for inspection services. The amount of the deposit shall be equal to five percent (5%) of the estimated cost of the Required Improvements, which equates to Two Thousand One Hundred Sixty Seven Dollars and No Cents (**\$2,167.00**) (5% x \$43,333.00). Upon completion of the Required Improvements to the satisfaction of the City, any surplus balance remaining in the **CITY**'s escrow account shall be refunded to the **PERMITTEE**.
11. **Development Fees.** The **PERMITTEE** shall be responsible for payment of all applicable development fees as outlined in Exhibit A attached hereto, prior to issuance of a building permit. The rate in effect at the time of execution of this Agreement will be collected.

SECTION II PERMITS AND OCCUPANCY

12. **Requirements for Building Permits.** No building permit for any lot in the Plat shall be issued until:
(a) a Class 5 driving surface is installed to within 300 feet of the structure; (b) site plan approval is granted by the **CITY** and any expense incurred in giving site plan approval has been reimbursed to the **CITY**; (c) the Building Official has been provided with a copy of the approved site plan, signed by a registered architect or surveyor, showing all dimensions to scale; (d) the Plat has been recorded at Anoka County Property Records, (e) a Lower Rum River Watershed Management Organization Permit has been obtained, (f) all applicable development fees, as outlined in Exhibit A attached hereto, have been paid to the **CITY**. The **CITY** reserves the right to suspend all building activities upon the **CITY** being notified by an outside agency that the appropriate permit(s) was not obtained from the applicable agency. Approval of the building foundation requires a certificate of elevation signed by a licensed (State of Minnesota), professional land surveyor, verifying that the elevation is in accordance with the approved grading plan for the Plat. Foundation approvals will require a certificate of elevation verifying that the actual elevation is in compliance with the approved grading and drainage plan. The lowest floor elevation shall be at least two (2) feet above the 100 year elevation.

No occupancy permit for any lot in the Plat shall be issued until: (a) vehicular access to the lot is provided including the installation of at least one layer of bituminous surfacing; (b) all utilities are in place, operational and accepted by the **CITY**; (c) for lots that have a slope of less than 2%, a certificate of grading, prepared by a licensed (State of Minnesota), professional land surveyor, must be provided to the **CITY** documenting that the flattest grade on this lot is 1% or greater will require certificates of grading.

SECTION IV LANDSCAPING

13. **Maintenance Guarantee for Landscaping.** It is herein agreed that the **PERMITTEE** shall provide a maintenance guarantee to ensure the survival of the plantings. Said maintenance guarantee shall consist of cash or a letter of credit, approved as to form by the **CITY**, in the amount of Two Thousand Two Hundred Seventy-Three Dollars and No Cents (**2,273.00**) [# plantings (13 trees, 49 shrubs) x cost/planting (\$300/tree, \$75/shrub) x 30% average non-survival rate], which shall be in effect for a two (2) year period commencing on the date of the **CITY's** acceptance of said plantings as part of the Required Improvements.

At the end of the two (2) year period, the **PERMITTEE** shall contact the **CITY** to schedule a final inspection of the landscaping. The determination that all plantings that have been planted in accordance with the **Site Plan** have either survived or have been replaced shall be made by the Community Development Department. Upon approval of the final landscape inspection by the **CITY**, the maintenance guarantee shall be returned to the **PERMITTEE**. In the event the **PERMITTEE** fails to maintain the required plantings for a two (2) year period, the City Council may order the replacement of plantings with **CITY** day labor and/or by letting contracts and draw upon the escrow for payment. Only the City Council shall have the authority to direct replacement of the plantings and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the **Subject Property** for the purpose of replacing plantings in the event of the **PERMITTEE** default.

SECTION V GENERAL

14. **Boulevard and Area Restoration.** The **PERMITTEE** shall be responsible for restoring all areas disturbed by the development grading operation in accordance with the approved erosion and sediment control plan. The **PERMITTEE** shall also be responsible for the cost of cleaning any soil, earth or debris from the wetlands within and adjacent to this **Site Plan** resulting from grading performed in the development of the land.
15. **Construction Site Maintenance.** The **PERMITTEE** shall adhere to all **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc.
16. **Estimated Cost.** It is understood and agreed that cost amounts set forth in this Agreement as Required Improvements, unless specified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal charges.
17. **Site Plan Approval Expenses.** The **PERMITTEE** agrees that it will pay to the **CITY** all **CITY** expenses incurred in the approval of the **Site Plan**, including, but not limited to administration expenses, engineering and legal fees. Said expenses shall be paid within fifteen (15) days of billing by the **CITY** and outstanding billings shall be paid prior to issuance of the building permit. Any expenses incurred after the release of the building permit shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY's** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this contract for payment.
18. **Reimbursement to the City.** The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.
19. **Invalidity of Any Section.** If any portion, section, subsection, sentence, clause, paragraph or phase of this Agreement is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not effect or void any of the other provisions of this Agreement.

Notary Public

STATE OF MINNESOTA)
)
COUNTY OF) ss.

The foregoing was acknowledged before me this ____ day of _____, 2013, by _____, the _____ of McDonald's USA LLC, a Limited Liability Corporation (Foreign) under the laws of the State of Minnesota, on behalf of the corporation.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

REVIEWED BY:
Randall & Goodrich
2140 Fourth Avenue
Anoka, MN 55303

EXHIBIT A
McDonald's Site Plan Development Fees

City of Ramsey
2013 Commercial and Industrial Development Fee Calculator

Units	Unit Type	Unit Price	Total	Notes
Park Dedication and Trail Development				
Park Dedication				
Commercial; or	1.36	per net dev. acre	\$4,738	\$6,444
Industrial	1.36	per net dev. acre	\$3,966	\$0
Trail Development	1.36	per net dev. Acre	\$1,090	\$1,482
Subtotal Park and Trail Development			\$7,926	
Water and Sewer Fees				
Water Fees				
Trunk/Connection	1.36	per net dev. Acre	\$5,835	\$7,936
Lateral	1.36	per connection	\$6,143	\$0 If already constructed
Sewer Fees				
Trunk/Connection	1.36	per net dev. acre	\$3,308	\$4,499
Lateral	1.36	per connection	\$3,328	\$0 If already constructed
Subtotal Trunk and Lateral			\$12,434	
Accessibility Charges				
Accessibility Charge (WAC)	1.36	per SAC Unit	\$1,148	\$0 Collected with Building Permit
Accessibility Charge (SAC)	1.36	per SAC Unit	\$2,435	\$0 Collected with Building Permit
SAC Handling Fee	1.36	per address	\$25	\$0 Collected with Building Permit
<small>*SAC is a Metropolitan Council Environmental Services (MCES) Fee; SAC Unit Determined by MCES</small>				
Subtotal Water and Sewer Fees			\$12,434	
Stormwater Management Fees				
Stormwater Management	1.36	per net dev. acre	\$4,465	\$6,072
Subtotal Stormwater Management			\$6,072	
Street Light Fees				
Street Light Type				
Cobra; or	1.36	per light	\$1,300	\$0
The COR	4	per light	\$2,600	\$10,400
Three (3) Years Operating and Maintenance	4	per light	\$294	\$1,176
Subtotal Street Lights			\$11,576	
Sureties and Inspection Fees				
Sureties (to ensure completion; returned when complete)				
Subdivisions/Plats (public improvements)	43,333	cost of improvement	125%	\$0 Cash or Letter of Credit
Site Plans (private improvements)	43,333	cost of improvement	150%	\$65,000 Cash or Letter of Credit
Subtotal Sureties			\$65,000	
Engineering Inspection Fee	43,333	cost of improvement	5%	\$2,167 Cash Escrow
Subtotal Surety and Inspection Fee			\$132,166	
GRAND TOTAL FOR DEVELOPMENT FEES			\$38,009	
GRAND TOTAL FOR ENGINEERING INSPECTION FEES			\$2,167 Separate from Building Permit	
GRAND TOTAL FOR SURETIES			\$65,000	
GRAND TOTAL FOR SAC/WAC			\$0 Collected with Building Permit	

CC Regular Session

4. 8.

Meeting Date: 08/27/2013

By: Tim Gladhill, Community Development

Information

Title:

Consider Response to City of Anoka Comprehensive Plan Amendment for South Ferry Street Area

Background:

The City received notification from the City of Anoka regarding a Comprehensive Plan Amendment under consideration in Anoka. Per Minnesota Statute 473, the Metropolitan Council requires that major Comprehensive Plan Amendments be forwarded to adjacent communities and impacted agencies.

The Comprehensive Plan Amendment for Anoka addresses the land east of Ferry Street, west of the Rum River, and south of Main Street. This area is approximately twenty-five (25) acres in size. The area is proposed to change to Mixed Use from the existing designations of Mixed Use, Local Commercial, High Density Residential, General Commercial, and Park and Recreation. The underlying zoning district would establish four sub-areas of North Mixed Use, Open Space-Low Density Residential, Low Density Residential, and South Mixed Use.

Staff recommends that the City not object to the proposed amendment, but submit the City's common response related to continued efforts to address regional transportation issues.

Council Action:

Motion to direct Staff to submit the attached response to the City of Anoka's Comprehensive Plan Amendment for the South Ferry Street area.

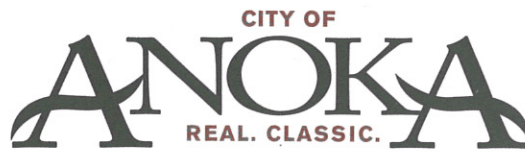
Attachments

Amendment

Recommended Response

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	08/22/2013 08:38 AM
Form Started By: Tim Gladhill		Started On: 08/15/2013 09:13 AM
	Final Approval Date: 08/22/2013	



August 12, 2013

Comprehensive Plan Land Use Map Amendment—South Ferry Street corridor

Location: East of Ferry Street, west of Rum River, south of Main Street, Anoka MN

The City of Anoka is processing a comprehensive plan land use map amendment for property approximately 25 acres located generally east of Ferry Street (Highway 169), west of the Rum River and south of Main Street. The subject area is currently classified with five different land use categories including Mixed Use, Local Commercial, High Density Residential, General Commercial, and Park and Recreation. The land use map amendment is proposed to change the land use to Mixed Use on the 2030 Comprehensive Plan Land Use Map.

The City is developing a zoning district for the entire South Ferry Street corridor from Main Street to Peninsula Point Park that would establish four subareas: 1) North Mixed Use, 2) Open Space-Low Density Residential, 3) Low Density Residential, 4) South Mixed Use. Please see the attached site location map.

Please provide your response to the proposed amendment.

The _____:

___ Has no objection to the proposed amendment.

___ Has comments regarding the proposed amendment, if so, please include comments.

___ Requests further information regarding this amendment.

Responses can be sent to Crystal Paumen by fax at 763-576-2727 or by email at cpaumen@ci.anoka.mn.us.

Submitted By:

Name: _____

Title: _____

Signature: _____

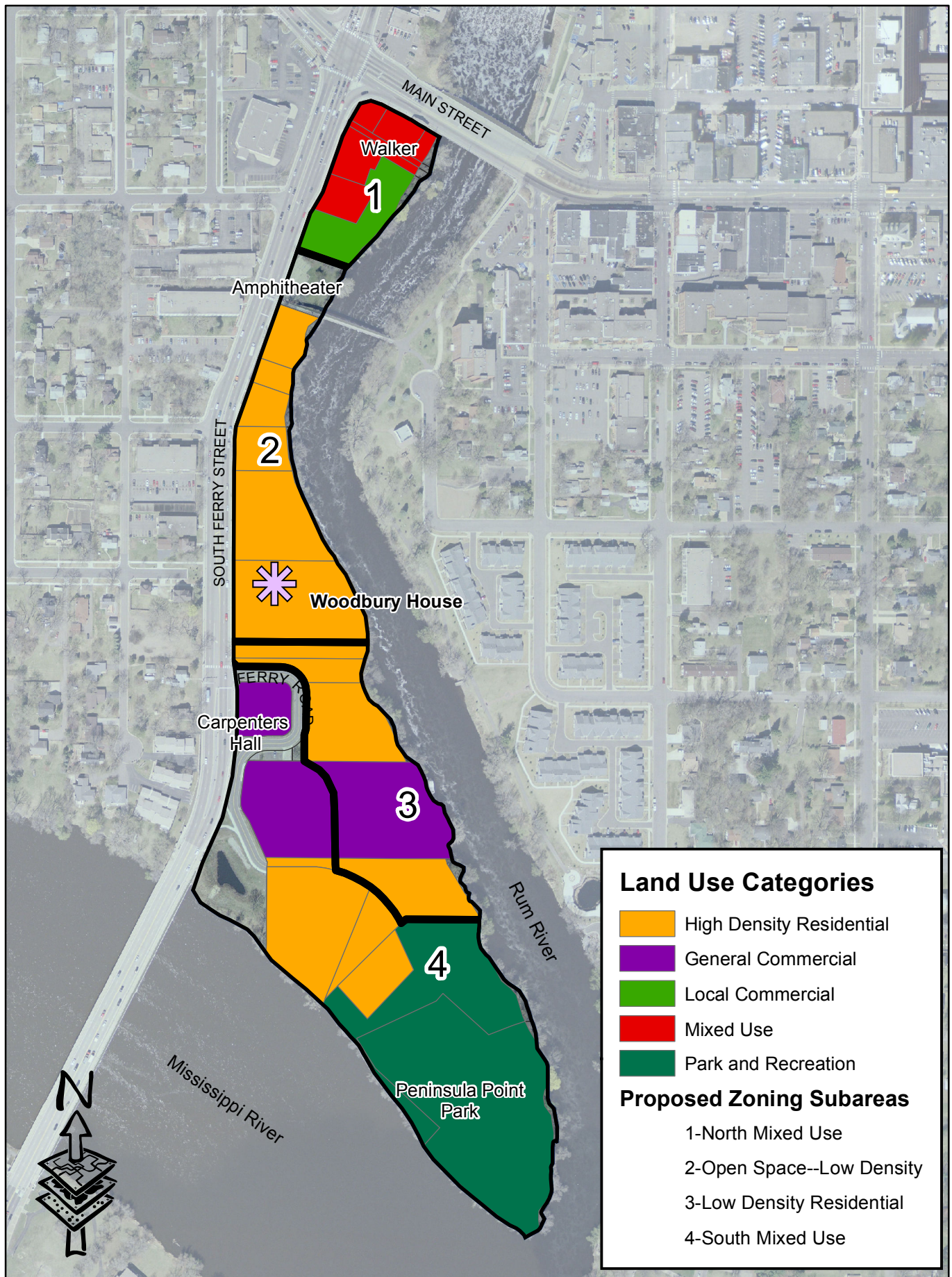
ANOKA CITY HALL
2015 First Avenue North, Anoka, MN 55303
763-576-2700



www.ci.anoka.mn.us
Equal Opportunity Employer



South Ferry Street Corridor Current Comp Plan



August 22, 2013

Crystal Paumen, Associate Planner
City of Anoka
2015 First Avenue North
Anoka, MN 55303-2270

RE: South Ferry Street Area Comprehensive Plan Amendment (City of Anoka)

Crystal:

The City of Ramsey has reviewed your Comprehensive Plan Amendments for the South Ferry Street Area sent August 12, 2013. The City of Ramsey provides the following comments:

Regional transportation continues to be a priority for the City of Ramsey to address current levels of service, future forecasts, safety, and mobility. The City of Ramsey desires to continue to work with the City of Anoka to solve future design and capacity considerations. We are appreciative of the current activities related to joint efforts along Highway 10.

The City of Ramsey feels there are already existing issues with capacity, safety, and level of service on the regional roadway system and that future household, population, and employment forecasts will further impact these factors. Improvements are necessary to increase capacity and safety, thus bringing the system to an acceptable level of service.

The City of Ramsey supports the Comprehensive Plan Amendment, provided that the communities continue to work collaboratively to meet the regional transportation needs of the area.

Sincerely,

CITY OF RAMSEY

Tim Gladhill
Development Services Manager

CC Regular Session

4. 9.

Meeting Date: 08/27/2013

By: Jackie Lipski, Finance

Information

Title:

Adopt Resolution #13-08-141 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 8, 2013 through August 21, 2013

Funding Source:

N/A

Council Action:

Motion to Adopt Resolution #13-08-141 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of August 8, 2013 through August 21, 2013.

Attachments

Bills list 8/27/2013

Resolution 8/27/2013

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	08/22/2013 02:04 PM
Kurt Ulrich	Kurt Ulrich	08/22/2013 03:30 PM
Form Started By: Jackie Lipski		Started On: 08/21/2013 03:39 PM
	Final Approval Date: 08/22/2013	

RAMSEY CITY COUNCIL MEETING
8/27/2013
BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 8/8/13-8/21/13	453,268.27
Accounts Payable 8/8/13-8/21/13	160,256.09
Payroll 8/15/13	124,247.89
Pay Estimates- Projects	165,889.95

TOTAL SUBMITTED FOR APPROVAL THIS MEETING

\$ 903,662.20

<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>	<u>APPROVED PREV. MTG</u>	<u>2012 Y.T.D.</u>
NET PAYROLL TOTAL	\$ 288,290.27	\$ 1,941,059.92
- CORRECTION TO PAYROLL		
PREPAIDS		
- PREPAID ADJUSTMENTS	373,726.07	11,137,678.54
WIRE TRANSFERS FOR DEBT SERVICE	62,361.25	967,307.51
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	331,210.12	2,980,774.60
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		234,017.17
- CHECKS VOIDED	0.00	0.00

TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED

\$ 1,055,587.71

\$ 17,260,837.74

CITY OF RAMSEY
Council Check Register

8/8/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
92121	8/8/2013		106564 BLUE CROSS BLUE SHIELD						
		46,751.00	SEPT 2013 HEALTH INS		68584	080613	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>46,751.00</u>							
92122	8/8/2013		110734 CITY OF RAMSEY						
		20.25	709988723		68594	080813	9601.4651		WATER REVENUE
		20.25	57094726		68594	080813	9601.4651		WATER REVENUE
		51.07	465143572		68594	080813	9601.4651		WATER REVENUE
		60.75	45123529		68594	080813	9601.4651		WATER REVENUE
		100.00	704554054		68594	080813	9601.4651		WATER REVENUE
		140.75	623967486		68594	080813	9601.4651		WATER REVENUE
		146.68	706940851		68594	080813	9601.4651		WATER REVENUE
		165.69	720802		68594	080813	9601.4651		WATER REVENUE
		<u>705.44</u>							
92123	8/8/2013		100116 CONNEXUS ENERGY						
		90.78	SIRENS		68585	759126-303095JU L13	0250.6371		ELECTRIC UTILITIES
		332.13	MISC PWACCOUNTS		68586	759126-303106JU L13	9601.6371		ELECTRIC UTILITIES
		332.13	MISC PWACCOUNTS		68586	759126-303106JU L13	9602.6371		ELECTRIC UTILITIES
		332.13	MISC PWACCOUNTS		68586	759126-303106JU L13	9605.6371		ELECTRIC UTILITIES
		996.39	MISC PWACCOUNTS		68586	759126-303106JU L13	0311.6371		ELECTRIC UTILITIES
		1,275.36	MISC PWACCOUNTS		68586	759126-303106JU L13	0452.6371		ELECTRIC UTILITIES
		1,420.89	WTR TWR/LIFT STAT/WELLS		68587	759126-303102JU L13	9602.6371		ELECTRIC UTILITIES
		9,670.95	WTR TWR/LIFT STAT/WELLS		68587	759126-303102JU L13	9601.6371		ELECTRIC UTILITIES
		10,358.10	STREET LIGHTS		68588	759126-303101JU L13	9603.6371		ELECTRIC UTILITIES
		494.09	TRAFFIC LIGHTS		68589	759126-303100JU L13	0260.6371		ELECTRIC UTILITIES
		<u>25,302.95</u>							
92124	8/8/2013		113445 PERSHING, LLC						
		150,000.00	CUSIP 161664-DZ-7 161664-DY-0		68590	071713	9701.1038		JURAN & MOODY - INVESTMEI
		<u>150,000.00</u>							
92125	8/8/2013		106418 PURMORT HOMES INC						
		1,500.00	REFUND ERO ESC 7739 147TH TER		68591	113307	9804.6433	00113307	REFUNDS
		5,000.00	LAND ESC 7739 147TH TER		68592	080713	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		<u>6,500.00</u>							
92126	8/8/2013		112719 WHEELS OF THUNDER						
		2,305.50	SEPT/OCT 50% RAM RESIDENT		68593	080513	9101.4609		OTHER MISCELLANEOUS REV
		<u>2,305.50</u>							
92127	8/13/2013		100035 ANOKA COUNTY CENTRAL COMMUNICA						
		900.00	APR-JUNE 13 STATE ACCESS FEE		68597	2013-297	0211.6413		OFFICE EQUIPMENT RENTAL
		<u>900.00</u>							
92128	8/13/2013		100043 ANOKA COUNTY PROPERTY RECORDS						
		66.85	08 TAXES 27-32-25-44-0003		68595	080913	9230.6315		MISCELLANEOUS PROFESSIO

CITY OF RAMSEY
Council Check Register

8/8/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		185.54	07 TAXES-16-32-25-23-0001		68596	080913A	9400.6315		MISCELLANEOUS PROFESSIO
		252.39							
92129	8/13/2013		100116 CONNEXUS ENERGY						
		40.03	MISC CITY ACCOUNTS		68604	759126-303107JU L13	9410.6371	00041018	ELECTRIC UTILITIES
		84.00	MISC CITY ACCOUNTS		68604	759126-303107JU L13	9230.6371		ELECTRIC UTILITIES
		102.54	MISC CITY ACCOUNTS		68604	759126-303107JU L13	0295.6371		ELECTRIC UTILITIES
		153.82	MISC CITY ACCOUNTS		68604	759126-303107JU L13	0194.6371		ELECTRIC UTILITIES
		939.14	MISC CITY ACCOUNTS		68604	759126-303107JU L13	9410.6371	00041012	ELECTRIC UTILITIES
		1,815.69	MISC CITY ACCOUNTS		68604	759126-303107JU L13	0220.6371		ELECTRIC UTILITIES
		3,497.07	MISC CITY ACCOUNTS		68604	759126-303107JU L13	9240.6371		ELECTRIC UTILITIES
		13,585.59	MISC CITY ACCOUNTS		68604	759126-303107JU L13	0194.6371		ELECTRIC UTILITIES
		20,217.88							
92130	8/13/2013		100167 ELK RIVER FORD INC						
		27.81	WORK ON 386		68605	16052294/2	0211.6257	00000386	OTHER VEHICLE PARTS
		278.40	WORK ON 386		68605	16052294/2	0211.6388	00000386	OTHER VEHICLE REPAIR
		306.21							
92131	8/13/2013		107962 GENESIS EMPLOYEE BENEFITS						
		63.00	VEBA/FLEX FEES JULY 2013		68606	19932	0130.6315		MISCELLANEOUS PROFESSIO
		210.70	VEBA/FLEX FEES JULY 2013		68606	19932	9101.2176		LIFE/HEALTH-EMPLOYEE
		273.70							
92132	8/13/2013		100391 POSTMASTER						
		1,316.48	MONTHLY RECYCLE EVENT		68608	081213	9604.6249		MISCELLANEOUS OPERATING
		1,316.48							
92133	8/13/2013		100506 US POSTMASTER						
		1,343.53	POSTAGE SEPT/OCT RAM RESIDENT		68607	081213	0195.6322		POSTAGE
		1,343.53							
92134	8/13/2013		100290 USA MOBILITY INC						
		84.24	AUGUST 13 SERVICE		68609	W0317755H	0220.6249		MISCELLANEOUS OPERATING
		84.24							
92135	8/13/2013		111137 WRIGHT HENNEPIN COOPERATIVE EL						
		29.87	7550 SUNWOOD DR-PD		68610	150-1682-6501 JUL 13	0211.6489		OTHER CONTRACTED SERVIC
		29.87	6701 HWY 10- YOUTH FIRST		68611	150-1687-1105 JUL13	9410.6315	00041012	MISCELLANEOUS PROFESSIO
		26.67	7550 SUNWOOD DR		68612	150-1681-6340JU L13	0194.6489		OTHER CONTRACTED SERVIC
		26.67	7650 SUNWOOD DR		68613	150-1681-4280 JUL 13	9240.6315		MISCELLANEOUS PROFESSIO
		113.08							
92229	8/15/2013		100948 ANOKA COUNTY LICENSE CENTER						
		20.75	TABS 332		68631	081413	0211.6249	00000332	MISCELLANEOUS OPERATING

CITY OF RAMSEY
Council Check Register

8/8/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		20.75							
92230	8/15/2013		100948 ANOKA COUNTY LICENSE CENTER						
		20.75	TABS 333		68632	081413A	0211.6249	00000333	MISCELLANEOUS OPERATING
		20.75							
92231	8/15/2013		112663 CAPSTONE HOMES INC						
		7,000.00	REFUND LAND ESC 7474 163RD AVE		68633	081313	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		7,000.00							
92232	8/15/2013		110734 CITY OF RAMSEY						
		20.25	636718846		68634	081513	9601.4651		WATER REVENUE
		20.25	55244541		68634	081513	9601.4651		WATER REVENUE
		21.00	398002818		68634	081513	9601.4651		WATER REVENUE
		29.26	721489		68634	081513	9601.4651		WATER REVENUE
		40.00	52894306		68634	081513	9601.4651		WATER REVENUE
		43.00	68975909		68634	081513	9601.4651		WATER REVENUE
		125.00	718070404		68634	081513	9601.4651		WATER REVENUE
		134.00	71892199		68634	081513	9601.4651		WATER REVENUE
		400.00	691167119		68634	081513	9601.4651		WATER REVENUE
		832.76							
92233	8/15/2013		104205 EXPRESS SIGNS AND BALLOONS INC						
		352.69	HAPPY DAYS SIGNS		68635	9470	0296.6249		MISCELLANEOUS OPERATING
		352.69							
92234	8/15/2013		100291 MET COUNCIL SAC						
		535.70-	JULY 2013 SAC CHARGES		68636	081413	9602.4356		SEWER AVAILABILITY CHARGE
		53,570.00	JULY 2013 SAC CHARGES		68636	081413	9602.2083		SAC CHARGES
		53,034.30							
92235	8/15/2013		109908 NOVAK FLECK INC						
		1,500.00	REFUND ERO ESC 7795 148TH LANE		68637	113649	9804.6433	00113649	REFUNDS
		1,500.00							
92236	8/15/2013		113771 RICE CREEK BUILDING AND REMODE						
		1,500.00	REFUND ERO ESC 15558 SUNFISH		68638	113317	9804.6433	00113317	REFUNDS
		1,500.00							
92237	8/15/2013		100442 SHADE TREE CONSTRUCTION						
		1,500.00	REFUND ERO ESC 7010 170TH TRL		68639	113647	9804.6433	00113647	REFUNDS
		1,500.00	REFUND ERO ESC 7188 170TH TRL		68640	113308	9804.6433	00113308	REFUNDS
		5,000.00	REFUND LAND ESC 7188 170TH TRL		68641	081313	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		8,000.00							
92238	8/15/2013		113671 TROMBLEY, JAMES AND LINDSEY						
		2,000.00	REFUND LAND ESC 15558 SUNFISH		68642	081413	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		2,000.00							
92239	8/15/2013		107962 GENESIS EMPLOYEE BENEFITS						
		3,822.15			68617	08141313444712	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,822.15							
92240	8/15/2013		100257 LAW ENFORCEMENT LABOR SRV INC						
		427.50			68459	0731131414515	9101.2177		UNION DUES
		427.50			68624	0814131344475	9101.2177		UNION DUES
		855.00							

CITY OF RAMSEY
Council Check Register

8/8/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
92241	8/15/2013		100298 MN AFSCME COUNCIL 5						
		468.96			68460	0731131414516	9101.2177		UNION DUES
		468.96			68625	0814131344476	9101.2177		UNION DUES
		937.92							
92242	8/20/2013		100404 CENTURYLINK						
		304.44	AUGUST 2013 BILLING		68692	612 E34-0550	0192.6321		TELEPHONE
		304.44	AUGUST 2013 BILLING		68693	637 AUG 13	0192.6321		TELEPHONE
		325.36	AUGUST 13 BILLING		68694	596 AUG 13	0192.6321		TELEPHONE
		934.24				018 AUG13			
92243	8/20/2013		100413 RANDALL, GOODRICH AND HAAG, P						
		2,833.00	AUGUST 13 PROSECUTION		68696	081913	0161.6304		LEGAL FEES
		2,833.00							
92244	8/20/2013		113671 TROMBLEY, JAMES AND LINDSEY						
		3,000.00	REFUND LAND ESC 15558 SUNFISH		68695	082013	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		3,000.00							
90258830	8/15/2013		100398 PUBLIC EMPLOYEES RETIREMENT AS						
		75.00			68601	081313946574	9101.2174		PERA-EMPLOYEE
		75.00			68602	081313946575	9101.2183		PERA-EMPLOYER
		17,236.75			68615	08141313444710	9101.2183		PERA-EMPLOYER
		12,905.04			68628	0814131344479	9101.2174		PERA-EMPLOYEE
		30,291.79							
91313920	8/15/2013		100601 MN DEPT OF REV WH						
		76.30			68603	081313946576	9101.2172		STATE WITHHOLDING
		7,916.69			68616	08141313444711	9101.2172		STATE WITHHOLDING
		7,992.99							
94946365	8/15/2013		100113 BANK OF THE WEST						
		331.67			68598	081313946571	9101.2171		FEDERAL WITHHOLDING
		355.47			68599	081313946572	9101.2173		FICA & MEDICARE-EMPLOYEE
		355.47			68600	081313946573	9101.2182		FICA & MEDICARE-EMPLOYER
		18,879.45			68614	0814131344471	9101.2171		FEDERAL WITHHOLDING
		9,100.08			68621	0814131344472	9101.2173		FICA & MEDICARE-EMPLOYEE
		9,100.08			68622	0814131344473	9101.2182		FICA & MEDICARE-EMPLOYER
		38,122.22							
95130297	8/15/2013		100301 MN CHILD SUPPORT PAYMENT CNTR						
		144.53			68626	0814131344477	9101.2185		GARNISHMENTS/SUPPORT
		283.85			68627	0814131344478	9101.2185		GARNISHMENTS/SUPPORT
		428.38							
96397587	8/15/2013		110305 HARTFORD LIFE INSURANCE COMPAN						
		490.86			68453	07311314145113	9101.2176		LIFE/HEALTH-EMPLOYEE
		490.84			68618	08141313444713	9101.2176		LIFE/HEALTH-EMPLOYEE
		89.10			68618	08141313444713	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,070.80							
99081413	8/15/2013		108768 COMDATA NETWORK INC						
		1.03	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIF

CITY OF RAMSEY
Council Check Register

8/8/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
						PCARD			
		1.16	THE HOME DEPOT , BRAY		68629	JUL13 COMDATA	0194.6249		MISCELLANEOUS OPERATING
						PCARD			
		2.05	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIF
						PCARD			
		2.11	AMAZON MKTPLACE PMTS , FREDRIC		68629	JUL13 COMDATA	0130.6208		MISCELLANEOUS OFFICE SUF
						PCARD			
		2.29	AMAZON MKTPLACE PMTS , FREDRIC		68629	JUL13 COMDATA	0130.6208		MISCELLANEOUS OFFICE SUF
						PCARD			
		4.27	BEST BUY , RIEMER		68629	JUL13 COMDATA	0311.6257		OTHER VEHICLE PARTS
						PCARD			
		4.57	AMAZON MKTPLACE PMTS , FREDRIC		68629	JUL13 COMDATA	0130.6208		MISCELLANEOUS OFFICE SUF
						PCARD			
		5.01	AMAZON MKTPLACE PMTS , FREDRIC		68629	JUL13 COMDATA	0130.6208		MISCELLANEOUS OFFICE SUF
						PCARD			
		5.48	AMAZON MKTPLACE PMTS , FREDRIC		68629	JUL13 COMDATA	0130.6208		MISCELLANEOUS OFFICE SUF
						PCARD			
		6.94	THE HOME DEPOT , BRAY		68629	JUL13 COMDATA	0194.6249		MISCELLANEOUS OPERATING
						PCARD			
		7.42	AMAZON MKTPLACE PMTS , FREDRIC		68629	JUL13 COMDATA	0130.6208		MISCELLANEOUS OFFICE SUF
						PCARD			
		9.32	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0301.6281		SMALL TOOLS & MINOR EQUIF
						PCARD			
		9.48	COBORN'S SUPERSTORE , RIEMER		68629	JUL13 COMDATA	0311.6249		MISCELLANEOUS OPERATING
						PCARD			
		10.67	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIF
						PCARD			
		9.99	THE HOME DEPOT , BRAY		68629	JUL13 COMDATA	0194.6249		MISCELLANEOUS OPERATING
						PCARD			
		15.32	AMAZON MKTPLACE PMTS , FREDRIC		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIF
						PCARD			
		15.47	AMAZON MKTPLACE PMTS , FREDRIC		68629	JUL13 COMDATA	0130.6208		MISCELLANEOUS OFFICE SUF
						PCARD			
		15.00	SEARS ROEBUCK , WIEMANN		68629	JUL13 COMDATA	0211.6231		UNIFORMS & TURN-OUT GEAF
						PCARD			
		15.00	SEARS ROEBUCK , WIEMANN		68629	JUL13 COMDATA	0211.6231		UNIFORMS & TURN-OUT GEAF
						PCARD			
		16.06	ANOCA RAMSEY FARM & GA , RIEME		68629	JUL13 COMDATA	0311.6267		OTHER STREET MAINTENANC
						PCARD			
		23.50	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIF
						PCARD			
		24.01	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIF
						PCARD			
		25.64	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIF
						PCARD			
		29.89	WAL-MART , SCHIFERLI		68629	JUL13 COMDATA	0211.6229		SHOP MATERIALS
						PCARD			
		32.04	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIF
						PCARD			
		32.06	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIF
						PCARD			
		36.36	COBORN'S SUPERSTORE , KAPLER		68629	JUL13 COMDATA	0220.6247		HAPPY DAYS SUPPLIES
						PCARD			
		48.17	MAMA DE LUCAS PIZZERIA , THIEL		68629	JUL13 COMDATA	0111.6249		MISCELLANEOUS OPERATING
						PCARD			
		51.95	TARGET.COM , WIEMANN		68629	JUL13 COMDATA	0237.6249		MISCELLANEOUS OPERATING

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						PCARD			
		59.99	BEST BUY , RIEMER		68629	JUL13 COMDATA	0311.6257		OTHER VEHICLE PARTS
						PCARD			
		64.11	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIP
						PCARD			
		60.00	SEARS ROEBUCK , WIEMANN		68629	JUL13 COMDATA	0211.6231		UNIFORMS & TURN-OUT GEAF
						PCARD			
		82.02	FALLS CAFE , ULRICH		68629	JUL13 COMDATA	0130.6249		MISCELLANEOUS OPERATING
						PCARD			
		110.23	WAL-MART , BRAY		68629	JUL13 COMDATA	0194.6249		MISCELLANEOUS OPERATING
						PCARD			
		160.30	AMAZON MKTPLACE PMTS , FREDRIC		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIP
						PCARD			
		166.71	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIP
						PCARD			
		179.00	AMERICAN WATERWORKS , RIEMER		68629	JUL13 COMDATA	9601.6335		TRAINING
						PCARD			
		192.35	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0192.6281		SMALL TOOLS & MINOR EQUIP
						PCARD			
		196.60	WRS GROUP , WIEMANN		68629	JUL13 COMDATA	0237.6249		MISCELLANEOUS OPERATING
						PCARD			
		273.66	LB FOSTER CXT INC , RIEMER		68629	JUL13 COMDATA	0452.6249		MISCELLANEOUS OPERATING
						PCARD			
		256.07	BLUE VELVET , KATERS		68629	JUL13 COMDATA	0211.6249		MISCELLANEOUS OPERATING
						PCARD			
		300.00	MINNESOTA RURAL WATER , RIEMER		68629	JUL13 COMDATA	0311.6257		OTHER VEHICLE PARTS
						PCARD			
		351.95	TARGET.COM , WIEMANN		68629	JUL13 COMDATA	0237.6249		MISCELLANEOUS OPERATING
						PCARD			
		435.00	GFOA , LUND		68629	JUL13 COMDATA	0153.6302		AUDITING & ACCOUNTING SEF
						PCARD			
		576.30	BEST WESTERN HOTELS , BRAMA		68629	JUL13 COMDATA	9230.6335		TRAINING
						PCARD			
		1,036.68	WWW.NEWEGGBUSINESS.COM , FREDR		68629	JUL13 COMDATA	0301.6281		SMALL TOOLS & MINOR EQUIP
						PCARD			
		1,041.30	POSITIVE PROMOTIONS , KOHNER		68629	JUL13 COMDATA	0220.6249		MISCELLANEOUS OPERATING
						PCARD			
		202.83-			68629	JUL13 COMDATA	9101.2082		SALES/USE TAX PAYABLE
						PCARD			
		12.65-			68629	JUL13 COMDATA	9290.2082		SALES/USE TAX PAYABLE
						PCARD			
		14.18	HOLIDAY		68630	JUL13 COMDATA	0211.6223	0000322	GASOLINE
						FUEL			
		14.22	HOLIDAY		68630	JUL13 COMDATA	0311.6223	0000405	GASOLINE
						FUEL			
		14.48	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	0000321	GASOLINE
						FUEL			
		14.87	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	0000321	GASOLINE
						FUEL			
		15.13	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	0000303	GASOLINE
						FUEL			
		16.20	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	0000316	GASOLINE
						FUEL			
		16.63	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	0000316	GASOLINE
						FUEL			
		17.75	HOLIDAY		68630	JUL13 COMDATA	0211.6223	0000301	GASOLINE

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						FUEL			
		17.85	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		18.37	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000392	GASOLINE
						FUEL			
		18.70	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		18.98	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		19.15	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		19.84	LITTLE DUKES		68630	JUL13 COMDATA	0220.6223	00000562	GASOLINE
						FUEL			
		20.48	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		20.87	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		21.32	BILL'S SUPERETTE		68630	JUL13 COMDATA	0452.6223	00000653	GASOLINE
						FUEL			
		21.51	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		21.56	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		21.71	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000303	GASOLINE
						FUEL			
		21.81	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		22.03	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		22.34	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		22.43	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		22.81	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		22.96	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		23.23	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		23.54	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		23.98	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		24.12	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		24.34	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		24.82	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000352	GASOLINE
						FUEL			
		24.88	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		24.97	LITTLE DUKES		68630	JUL13 COMDATA	0220.6223	00000559	GASOLINE
						FUEL			
		24.97	BILL'S SUPERETTE		68630	JUL13 COMDATA	0220.6223	00000563	GASOLINE
						FUEL			
		25.36	BILL'S SUPERETTE		68630	JUL13 COMDATA	0220.6223	00000563	GASOLINE

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						FUEL			
		25.47	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		25.62	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		25.83	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		25.95	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		26.01	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		26.04	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		26.07	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		26.42	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		26.46	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		26.54	BILL'S SUPERETTE		68630	JUL13 COMDATA	0220.6223	00000563	GASOLINE
						FUEL			
		26.73	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		27.20	CASEYS GEN STORE		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		27.25	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000392	GASOLINE
						FUEL			
		27.51	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		27.56	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		27.57	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		27.91	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		27.99	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		28.14	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		28.17	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		28.22	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		28.47	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		28.70	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		28.74	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		28.85	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		29.04	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		29.36	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		29.61	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE

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						FUEL			
		29.68	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		30.00	BILL'S SUPERETTE		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		30.01	BILL'S SUPERETTE		68630	JUL13 COMDATA	0220.6223	00000557	GASOLINE
						FUEL			
		30.10	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		30.15	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		30.22	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000392	GASOLINE
						FUEL			
		30.40	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000303	GASOLINE
						FUEL			
		30.46	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		30.48	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		30.60	BILL'S SUPERETTE		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		30.64	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		30.65	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		30.72	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		30.74	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		30.86	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000392	GASOLINE
						FUEL			
		31.03	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		31.32	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		31.52	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		31.61	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		32.20	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000303	GASOLINE
						FUEL			
		32.70	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		32.79	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		32.88	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		32.91	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		32.94	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		32.97	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		33.44	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		33.50	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE

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						FUEL			
		33.80	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		34.18	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		34.37	BILL'S SUPERETTE		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		35.15	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		35.30	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		35.49	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000303	GASOLINE
						FUEL			
		35.54	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		35.63	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		35.69	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		36.42	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000364	GASOLINE
						FUEL			
		37.24	LITTLE DUKES		68630	JUL13 COMDATA	0220.6223	00000559	GASOLINE
						FUEL			
		37.26	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		37.26	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		37.32	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		37.38	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		37.70	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		37.93	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		38.05	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		38.08	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000364	GASOLINE
						FUEL			
		38.18	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000365	GASOLINE
						FUEL			
		38.59	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		38.84	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		38.98	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		39.06	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		39.08	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		39.27	BILL'S SUPERETTE		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		39.40	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		39.54	BILL'S SUPERETTE		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE

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						FUEL			
		39.54	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		39.70	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000303	GASOLINE
						FUEL			
		39.94	LITTLE DUKES		68630	JUL13 COMDATA	0240.6223	00000406	GASOLINE
						FUEL			
		40.37	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		40.75	HOLIDAY		68630	JUL13 COMDATA	0301.6223	00000407	GASOLINE
						FUEL			
		40.77	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		40.92	RAMSEY MARKET		68630	JUL13 COMDATA	0311.6223	00000393	GASOLINE
						FUEL			
		41.06	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		41.27	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000303	GASOLINE
						FUEL			
		41.39	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		41.96	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		42.01	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000364	GASOLINE
						FUEL			
		42.01	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		42.05	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		42.40	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		42.72	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		42.75	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		42.88	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		42.95	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		43.15	BILL'S SUPERETTE		68630	JUL13 COMDATA	0220.6223	00000563	GASOLINE
						FUEL			
		43.54	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000303	GASOLINE
						FUEL			
		43.60	HOLIDAY		68630	JUL13 COMDATA	0452.6223	00000665	GASOLINE
						FUEL			
		43.75	BILL'S SUPERETTE		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		43.86	HOLIDAY		68630	JUL13 COMDATA	0452.6223	00000665	GASOLINE
						FUEL			
		43.93	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		44.04	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		44.17	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		44.65	LITTLE DUKES		68630	JUL13 COMDATA	0194.6223	00000403	GASOLINE

CITY OF RAMSEY
Council Check Register

8/8/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
						FUEL			
		45.18	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		45.62	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		45.82	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE
						FUEL			
		46.21	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		46.53	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000303	GASOLINE
						FUEL			
		46.57	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000392	GASOLINE
						FUEL			
		46.61	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		47.04	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		47.09	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		47.13	BILL'S SUPERETTE		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		47.65	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		47.71	LITTLE DUKES		68630	JUL13 COMDATA	0240.6223	00000406	GASOLINE
						FUEL			
		47.99	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		48.00	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		48.30	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		48.60	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000364	GASOLINE
						FUEL			
		48.71	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		49.03	BILL'S SUPERETTE		68630	JUL13 COMDATA	0220.6225	00000500	DIESEL FUEL
						FUEL			
		49.55	LITTLE DUKES		68630	JUL13 COMDATA	0452.6223	00000665	GASOLINE
						FUEL			
		49.58	LITTLE DUKES		68630	JUL13 COMDATA	0194.6223	00000404	GASOLINE
						FUEL			
		49.59	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		50.01	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		50.04	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000301	GASOLINE
						FUEL			
		50.09	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000375	GASOLINE
						FUEL			
		50.14	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000351	GASOLINE
						FUEL			
		50.18	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		50.19	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000364	GASOLINE
						FUEL			
		50.28	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000318	GASOLINE

CITY OF RAMSEY
Council Check Register

8/8/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
						FUEL			
		50.57	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		50.57	LITTLE DUKES		68630	JUL13 COMDATA	0240.6223	00000406	GASOLINE
						FUEL			
		50.71	SHELL		68630	JUL13 COMDATA	0211.6223	00000364	GASOLINE
						FUEL			
		50.90	LITTLE DUKES		68630	JUL13 COMDATA	0240.6223	00000406	GASOLINE
						FUEL			
		51.07	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000364	GASOLINE
						FUEL			
		51.07	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		51.23	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		51.25	SUPERAMERICA		68630	JUL13 COMDATA	0311.6223	00000353	GASOLINE
						FUEL			
		51.93	BILL'S SUPERETTE		68630	JUL13 COMDATA	0211.6223	00000317	GASOLINE
						FUEL			
		52.00	BILL'S SUPERETTE		68630	JUL13 COMDATA	0220.6223	00000566	GASOLINE
						FUEL			
		53.02	BILL'S SUPERETTE		68630	JUL13 COMDATA	0311.6223	00000353	GASOLINE
						FUEL			
		53.54	BILL'S SUPERETTE		68630	JUL13 COMDATA	0211.6223	00000392	GASOLINE
						FUEL			
		53.79	BILL'S SUPERETTE		68630	JUL13 COMDATA	0220.6223	00000563	GASOLINE
						FUEL			
		53.94	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		54.01	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000376	GASOLINE
						FUEL			
		54.82	HOLIDAY		68630	JUL13 COMDATA	0452.6223	00000664	GASOLINE
						FUEL			
		54.85	HOLIDAY		68630	JUL13 COMDATA	0211.6223	00000322	GASOLINE
						FUEL			
		55.05	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000376	GASOLINE
						FUEL			
		55.09	BILL'S SUPERETTE		68630	JUL13 COMDATA	0311.6223	00000393	GASOLINE
						FUEL			
		55.37	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000375	GASOLINE
						FUEL			
		56.61	LITTLE DUKES		68630	JUL13 COMDATA	0220.6225	00000565	DIESEL FUEL
						FUEL			
		56.63	RAMSEY MARKET		68630	JUL13 COMDATA	0452.6223	00000674	GASOLINE
						FUEL			
		57.09	HOLIDAY		68630	JUL13 COMDATA	0452.6223	00000664	GASOLINE
						FUEL			
		57.77	LITTLE DUKES		68630	JUL13 COMDATA	0311.6223	00000405	GASOLINE
						FUEL			
		58.50	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		58.92	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		59.51	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000302	GASOLINE
						FUEL			
		59.72	LITTLE DUKES		68630	JUL13 COMDATA	0220.6223	00000564	GASOLINE

CITY OF RAMSEY
Council Check Register

8/8/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
						FUEL			
		60.00	HOLIDAY		68630	JUL13 COMDATA	0311.6223	00000362	GASOLINE
						FUEL			
		60.51	BILL'S SUPERETTE		68630	JUL13 COMDATA	0452.6223	00000674	GASOLINE
						FUEL			
		60.54	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000316	GASOLINE
						FUEL			
		60.87	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000303	GASOLINE
						FUEL			
		61.93	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		62.47	LITTLE DUKES		68630	JUL13 COMDATA	0220.6223	00000558	GASOLINE
						FUEL			
		63.50	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		63.77	LITTLE DUKES		68630	JUL13 COMDATA	0220.6223	00000564	GASOLINE
						FUEL			
		64.01	BILL'S SUPERETTE		68630	JUL13 COMDATA	0311.6223	00000353	GASOLINE
						FUEL			
		65.83	LITTLE DUKES		68630	JUL13 COMDATA	0220.6225	00000556	DIESEL FUEL
						FUEL			
		67.34	RAMSEY MARKET		68630	JUL13 COMDATA	0452.6223	00000678	GASOLINE
						FUEL			
		67.49	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		68.71	LITTLE DUKES		68630	JUL13 COMDATA	0220.6223	00000564	GASOLINE
						FUEL			
		69.44	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		70.87	SUPERAMERICA		68630	JUL13 COMDATA	0301.6223	00000402	GASOLINE
						FUEL			
		71.05	CASEYS GEN STORE		68630	JUL13 COMDATA	0452.6223	00000641	GASOLINE
						FUEL			
		71.20	CASEYS GEN STORE		68630	JUL13 COMDATA	0452.6223	00000641	GASOLINE
						FUEL			
		71.43	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE
						FUEL			
		71.93	LITTLE DUKES		68630	JUL13 COMDATA	0220.6223	00000564	GASOLINE
						FUEL			
		72.88	LITTLE DUKES		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		73.00	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000321	GASOLINE
						FUEL			
		73.38	LITTLE DUKES		68630	JUL13 COMDATA	0220.6223	00000566	GASOLINE
						FUEL			
		75.00	RAMSEY MARKET		68630	JUL13 COMDATA	0452.6223	00000678	GASOLINE
						FUEL			
		75.00	RAMSEY MARKET		68630	JUL13 COMDATA	0452.6223	00000678	GASOLINE
						FUEL			
		75.36	LITTLE DUKES		68630	JUL13 COMDATA	0452.6223	00000674	GASOLINE
						FUEL			
		75.38	LITTLE DUKES		68630	JUL13 COMDATA	0194.6223	00000410	GASOLINE
						FUEL			
		77.29	LITTLE DUKES		68630	JUL13 COMDATA	0194.6223	00000410	GASOLINE
						FUEL			
		77.92	SUPERAMERICA		68630	JUL13 COMDATA	0211.6223	00000386	GASOLINE

CITY OF RAMSEY
Council Check Register

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
						FUEL			
		79.23	SUPERAMERICA		68630	JUL13 COMDATA	0301.6223	00000638	GASOLINE
						FUEL			
		80.00	BILL'S SUPERETTE		68630	JUL13 COMDATA	0220.6223	00000566	GASOLINE
						FUEL			
		83.28	LITTLE DUKES		68630	JUL13 COMDATA	9601.6223	00000667	GASOLINE
						FUEL			
		84.49	CASEYS GEN STORE		68630	JUL13 COMDATA	0452.6223	00000675	GASOLINE
						FUEL			
		87.06	SUPERAMERICA		68630	JUL13 COMDATA	0301.6223	00000638	GASOLINE
						FUEL			
		87.58	SUPERAMERICA		68630	JUL13 COMDATA	0301.6223	00000638	GASOLINE
						FUEL			
		91.00	HOLIDAY		68630	JUL13 COMDATA	0311.6223	00000680	GASOLINE
						FUEL			
		91.25	HOLIDAY		68630	JUL13 COMDATA	0311.6223	00000353	GASOLINE
						FUEL			
		93.28	HOLIDAY		68630	JUL13 COMDATA	0452.6223	00000678	GASOLINE
						FUEL			
		94.48	LITTLE DUKES		68630	JUL13 COMDATA	9601.6223	00000667	GASOLINE
						FUEL			
		94.50	LITTLE DUKES		68630	JUL13 COMDATA	9601.6223	00000392	GASOLINE
						FUEL			
		94.62	HOLIDAY		68630	JUL13 COMDATA	0311.6223	00000676	GASOLINE
						FUEL			
		95.89	LITTLE DUKES		68630	JUL13 COMDATA	0311.6223	00000680	GASOLINE
						FUEL			
		97.45	SUPERAMERICA		68630	JUL13 COMDATA	0311.6223	00000680	GASOLINE
						FUEL			
		103.21	CASEYS GEN STORE		68630	JUL13 COMDATA	0452.6223	00000654	GASOLINE
						FUEL			
		103.41	BILL'S SUPERETTE		68630	JUL13 COMDATA	0452.6223	00000675	GASOLINE
						FUEL			
		107.05	BILL'S SUPERETTE		68630	JUL13 COMDATA	0452.6223	00000664	GASOLINE
						FUEL			
		110.65	BILL'S SUPERETTE		68630	JUL13 COMDATA	0452.6223	00000654	GASOLINE
						FUEL			
		111.95	BILL'S SUPERETTE		68630	JUL13 COMDATA	0452.6223	00000653	GASOLINE
						FUEL			
		114.42	LITTLE DUKES		68630	JUL13 COMDATA	0452.6223	00000653	GASOLINE
						FUEL			
		132.50	BILL'S SUPERETTE		68630	JUL13 COMDATA	0452.6223	00000675	GASOLINE
						FUEL			
		134.22	LITTLE DUKES		68630	JUL13 COMDATA	0311.6223	00000676	GASOLINE
						FUEL			
		147.18	SUPERAMERICA		68630	JUL13 COMDATA	0311.6223	00000676	GASOLINE
						FUEL			
		17,515.02							
99081551	8/15/2013		111465 STATE STREET BANK						
		2,634.00			68619	08141313444714	9101.2175		DEFERRED COMPENSATION
		2,634.00							
99081554	8/15/2013		111465 STATE STREET BANK						
		414.71			68620	08141313444715	9101.2176		LIFE/HEALTH-EMPLOYEE
		414.71							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99081913	8/19/2013		100629 MN DEPT OF REV SALES TX						
		.32	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9101.4609		OTHER MISCELLANEOUS REV
						SALES,USE,TRAN TAX			
		1.71	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9101.4304		RENTAL FEES - REAL PROPER
						SALES,USE,TRAN TAX			
		6.45	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9101.4308		SALES OF MAPS & PUBLICATI
						SALES,USE,TRAN TAX			
		11.83	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9101.4305		RENTAL FEES
						SALES,USE,TRAN TAX			
		12.65	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9290.2082		SALES/USE TAX PAYABLE
						SALES,USE,TRAN TAX			
		99.64	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9602.2082		SALES/USE TAX PAYABLE
						SALES,USE,TRAN TAX			
		210.05	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9101.2082		SALES/USE TAX PAYABLE
						SALES,USE,TRAN TAX			
		308.58	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9601.2085		ANOKA COUNTY TRANSIT TAX
						SALES,USE,TRAN TAX			
		488.63	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9601.2082		SALES/USE TAX PAYABLE
						SALES,USE,TRAN TAX			
		8,412.78	JUL13 SALES,USE,TRAN TAX		68690	JUL13	9601.2082		SALES/USE TAX PAYABLE
						SALES,USE,TRAN TAX			
		9,552.00							
99819036	8/15/2013		100223 ICMA-RETIREMENT TRUST 457						
		2,230.40			68623	0814131344474	9101.2175		DEFERRED COMPENSATION
		2,230.40							
		453,268.27	Grand Total						

Payment Instrument Totals	
Check Total	343,015.96
Transfer Total	110,252.31
Total Payments	453,268.27

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		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
100017	AIRGAS NORTH CENTRAL	CARBON DIOXIDE	PV	68643	001	09101	7/29/2013	9018168100	54.35
	AIRGAS NORTH CENTRAL							Summary Total	54.35
	PO BOX 802588	CYLINDER RENTAL	PV	68697	001	09101	7/31/2013	9911806517	25.81
	CHICAGO IL 60680-2588							Summary Total	25.81
								Payment Amount	80.16
107526	ANCOM TECHNICAL CENTER	PAGER REPAIR	PV	68698	001	09101	8/8/2013	39625	101.53
	ANCOM TECHNICAL CENTER							Summary Total	101.53
	1800 EAST CLIFF ROAD	PAGER REPAIR	PV	68699	001	09101	8/8/2013	39624	114.36
	SUITE 17							Summary Total	114.36
	BURNSVILLE MN 55337							Payment Amount	215.89
100026	ANDERSON IRRIGATION	IRRIGATION PARTS	PV	68700	001	09101	8/6/2013	07-4250	1,308.59
	ANDERSON IRRIGATION							Summary Total	1,308.59
	3200 MAIN STREET NE SUITE 240							Payment Amount	1,308.59
	MINNEAPOLIS MN 55448								
100028	ANDOVER WHEEL AND FRAME INC	WHEEL ALIGNMENT 364	PV	68753	001	09101	8/7/2013	7034	324.19
	ANDOVER WHEEL AND FRAME INC							Summary Total	324.19
	13476 HANSON BLVD							Payment Amount	324.19
	ANDOVER MN 55304								
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	JULY INTERNET ACCESS	PV	68754	001	09101	8/8/2013	2013-317	467.62
	ANOKA COUNTY CENTRAL COMMUNICATIONS							Summary Total	467.62
	325 EAST MAIN STREET							Payment Amount	467.62
	ANOKA MN 55303								
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	AUGUST 2013 BILLING	PV	68705	001	09804	8/1/2013	534 AUG 13	46.00
	ANOKA COUNTY PROPERTY RECORDS TAXATION	AUGUST 2013 BILLING	PV	68705	002	09804	8/1/2013	534 AUG 13	46.00
	2100 - 3RD AVENUE	AUGUST 2013 BILLING	PV	68705	003	09804	8/1/2013	534 AUG 13	92.00

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		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
ANOKA MN 55303			Summary Total						184.00
			Payment Amount						184.00
111377	ANOKA MUNICIPAL UTILITY	BUNKER LK BLVD/DYSPOSIUM SIGNA	PV	68701	001	09603	8/12/2013	22-612000-01JUL13	35.44
ANOKA MUNICIPAL UTILITY CITY HALL		RAMSEY ST LIGHTS	PV	68702	001	09603	8/12/2013	22-990005-01JUL13	58.35
2015 FIRST AVENUE NO ANOKA MN 55303		CTY RD 116 & HWY 47 SIGNAL	PV	68703	001	09603	8/12/2013	22-613120-01JUL13	122.20
			Summary Total						122.20
14034 DYSPROSIUM ST			PV	68704	001	09603	8/12/2013	22-610280-00JUL13	39.36
			Summary Total						39.36
			Payment Amount						255.35
100052	ANOKA POLICE DEPARTMENT	ANIMAL CONTAINMENT JULY 2013	PV	68645	001	09101	8/6/2013	081613	590.00
ANOKA POLICE DEPARTMENT 275 HARRISON STREET ANOKA MN 55303			Summary Total						590.00
			Payment Amount						590.00
100058	ANOKA RAMSEY FARM AND GARDEN	MISC SUPPLIES	PV	68644	001	09101	8/4/2013	080413	272.37
ANOKA RAMSEY FARM AND GARDEN 7435 HIGHWAY 10		MULCH	PV	68706	001	09101	7/30/2013	073013	47.03
RAMSEY MN 55303			Summary Total						47.03
			Payment Amount						319.40
113508	APPRIZE TECHNOLOGY SOLUTIONS	AUG 13 ENROLLMENT FEES	PV	68646	001	09101	8/1/2013	8644	295.00
APPRIZE TECHNOLOGY SOLUTIONS 1660 S. HWY 100 SUITE 290 ST LOUIS PARK MN 55416			Summary Total						295.00
			Payment Amount						295.00
100063	ASPEN MILLS	MISC J. BAGNE	PV	68647	001	09101	7/30/2013	137667	521.70
ASPEN MILLS			Summary Total						521.70
8201 C CENTRAL AVE NE		MISC N. STOLP	PV	68648	001	09101	7/30/2013	137666	127.90

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Number	Name / Mailing Address	Ty	Number	Itm	Co	Date	Number	Amount
SPRING LAKE PARK MN 55432			Summary Total					127.90
	M. KOHNER- MISC	PV	68707	001	09101	7/31/2013	137786	65.98
			Summary Total					65.98
			Payment Amount					715.58
100070	B AND B HOFFMAN SOD FARMS INC							
	B AND B HOFFMAN SOD FARMS INC							
	22390 GRANT STREET NW							
	ELK RIVER MN 55330							
	SOD	PV	68649	001	09101	8/9/2013	44690	156.40
			Summary Total					156.40
			Payment Amount					156.40
100081	BIFFS INC							
	BIFFS INC							
	8610 HANSEN AVENUE							
	SHAKOPEE MN 55379							
	HAPPY DAYS 9/7/2013	PV	68650	001	09297	3/10/2013	031013	801.56
			Summary Total					801.56
			Payment Amount					801.56
113769	BOURDEAUX ENTERPRISES INC							
	BOURDEAUX ENTERPRISES INC							
	31187 151ST STREET							
	PRINCETON MN 55371							
	FIELD STONE BOULDERS	PV	68708	001	09270	8/8/2013	105717	1,418.45
			Summary Total					1,418.45
			Payment Amount					1,418.45
113133	CALIBER HOMES INC							
	CALIBER HOMES INC							
	20123 NOWTHEN BLVD NW							
	ELK RIVER MN 55330							
	REFUND ERO ESC 7215	PV	68777	001	09804	8/21/2013	113588	1,500.00
	170TH TRAI							
			Summary Total					1,500.00
	REFUND LAND ESC 7215	PV	68778	001	09252	8/21/2013	082113	5,000.00
	170TH TRA							
			Summary Total					5,000.00
			Payment Amount					6,500.00
11789	CALIFORNIA CONTRACTORS SUPPLIES INC							
	CALIFORNIA CONTRACTORS SUPPLIES INC							
	7729 BURNET AVENUE							
	VAN NUYS CA 91405							
	SKIN PROTECTION KIT	PV	68651	001	09602	7/26/2013	78331	223.00
			Summary Total					223.00

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Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
Payment Amount									223.00
111496	CENTRAL TURF AND IRRIGATION SUPPLY	IRRIGATION SUPPLIES	PV	68652	001	09101	8/6/2013	6033146-00	2,661.31
Summary Total									2,661.31
8	WILLIAMS STREET	IRRIGATION SUPPLIES	PV	68653	001	09101	8/2/2013	6032984-00	233.35
Summary Total									233.35
Payment Amount									2,894.66
108501	CMI, INC	MISC SUPPLIES	PV	68755	001	09101	8/6/2013	790807	123.45
Summary Total									123.45
Payment Amount									123.45
100112	COMMISSIONER OF TRANSPORTATION	MATERIAL LAB SPECS 2014	PV	68772	001	09101	8/21/2013	082113	70.54
Summary Total									70.54
Payment Amount									70.54
100125	COUNTRYSIDE PRINTING INC	BUILDING PERMITS	PV	68654	001	09101	7/30/2013	31833	149.63
Summary Total									149.63
Payment Amount									149.63
100131	CULLIGAN OF ANOKA	COMM FILTRAION LEASE AUG 2013	PV	68710	001	09101	7/31/2013	100X04219205	132.31
Summary Total									132.31
Payment Amount									132.31
107878	CUMMINS NPOWER, LLC	REPAIR AT PW	PV	68661	001	09101	7/31/2013	100-81285	749.23
Summary Total									749.23

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Number	Name / Mailing Address	Ty	Number	Itm	Co	Date	Number	Amount	
MINNEAPOLIS MN 55485-7686								749.23	
Payment Amount								749.23	
100144	DEHN OIL COMPANY	DIESEL	PV	68655	001	09101	8/5/2013 25308	1,817.50	
DEHN OIL COMPANY								Summary Total	1,817.50
	6735 141ST AVENUE NW	DIESEL	PV	68656	001	09101	8/5/2013 25309	1,217.31	
RAMSEY MN 55303								Summary Total	1,217.31
		LITH PLUS	PV	68657	001	09101	7/31/2013 25032707	142.14	
Summary Total								142.14	
Payment Amount								3,176.95	
101185	DO ALL PRINTING COM INC	LOCK UP MAGNETS	PV	68658	001	09101	7/31/2013 21080	754.38	
DO ALL PRINTING COM INC								Summary Total	754.38
	6360 HIGHWAY 10 NW	AUG 13 DRAW FLIERS	PV	68659	001	09101	7/30/2013 21079	41.68	
RAMSEY MN 55303								Summary Total	41.68
Payment Amount								796.06	
113138	DUANE REMER SOD AND LANDSCAPING	SOD-AMPATHEATER	PV	68660	001	09101	8/1/2013 951469	180.00	
DUANE REMER SOD AND LANDSCAPING								Summary Total	180.00
	12905 293RD AVENUE								
	PRINCETON MN 55371								
Payment Amount								180.00	
109416	DUSTBUSTER'S PAVEMENT SWEEPING, LLC	RAMP SWEEPING	PV	68711	001	09240	7/31/2013 198185	660.00	
DUSTBUSTER'S PAVEMENT SWEEPING, LLC								Summary Total	660.00
	1380 126TH AVENUE NW								
	COON RAPIDS MN 55448								
Payment Amount								660.00	
100158	ECM PUBLISHERS INC	LEGAL- TAX DISTRICTS	PV	68662	001	09201	8/2/2013 01817686	23.06	
	ECM PUBLISHERS INC	LEGAL- TAX DISTRICTS	PV	68662	002	09201	8/2/2013 01817686	23.06	
	4095 COON RAPIDS BLVD	LEGAL- TAX DISTRICTS	PV	68662	003	09201	8/2/2013 01817686	23.06	
	COON RAPIDS MN 55433	LEGAL- TAX DISTRICTS	PV	68662	004	09201	8/2/2013 01817686	23.06	
		LEGAL- TAX DISTRICTS	PV	68662	005	09201	8/2/2013 01817686	23.06	
		LEGAL- TAX DISTRICTS	PV	68662	006	09201	8/2/2013 01817686	23.06	
		LEGAL- TAX DISTRICTS	PV	68662	007	09201	8/2/2013 01817686	23.06	

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Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
	LEGAL- TAX DISTRICTS	PV 68662 008 09201	8/2/2013	01817686	23.08
		Summary Total			184.50
		Payment Amount			184.50
100160	EH RENNER AND SONS INC WORK AT-AMUSEMENT CENTER	PV 68756 001 09295	7/30/2013	000132040000	973.86
	EH RENNER AND SONS INC 15688 JARVIS STREET ELK RIVER MN 55330	Summary Total			973.86
		Payment Amount			973.86
106624	EHLERS AND ASSOCIATES, INC EHLERS & ASSOCIATES, INC 3060 CENTRE POINTE DRIVE ROSEVILLE MN 55113-1105	PV 68757 001 09201	8/12/2013	346734	881.25
	TIF REPORTING JUNE/JULY 13	PV 68757 002 09201	8/12/2013	346734	881.25
	TIF REPORTING JUNE/JULY 13	PV 68757 003 09201	8/12/2013	346734	881.25
	TIF REPORTING JUNE/JULY 13	PV 68757 004 09201	8/12/2013	346734	881.25
	TIF REPORTING JUNE/JULY 13	PV 68757 005 09201	8/12/2013	346734	881.25
	TIF REPORTING JUNE/JULY 13	PV 68757 006 09201	8/12/2013	346734	881.25
	TIF REPORTING JUNE/JULY 13	PV 68757 007 09201	8/12/2013	346734	881.25
	TIF REPORTING JUNE/JULY 13	PV 68757 008 09201	8/12/2013	346734	881.25
		Summary Total			7,050.00
	TIF CONSULTING JULY 2013	PV 68758 001 09230	8/12/2013	346733	350.00
		Summary Total			350.00
	COR TIF ANALYSIS	PV 68759 001 09214	8/12/2013	346732	200.00
		Summary Total			200.00
		Payment Amount			7,600.00
113651	ELECTRO WATCHMAN INC REPAIR AT SUNFISH LK PARK	PV 68712 001 09101	7/31/2013	204130	163.13
	ELECTRO WATCHMAN INC ONE W WATER STREET SUITE 110 ST PAUL MN 55107	Summary Total			163.13
		Payment Amount			163.13

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Item	Co	Due Date	Invoice Number	Payment Amount
100167	ELK RIVER FORD INC ELK RIVER FORD INC 17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330	WIPER BLADES	PV	68713	001	09101	8/7/2013	15070974	23.80
								Summary Total	23.80
								Payment Amount	23.80
100170	EMERGENCY MEDICAL PRODUCTS INC EMERGENCY MEDICAL PRODUCTS INC 25196 NETWORK PLACE CHICAGO IL 60673-1251	MISC SUPPLIES PD	PV	68760	001	09101	8/5/2013	1576595	546.86
								Summary Total	546.86
								Payment Amount	546.86
112596	ENVIROMENTAL PRODUCTS AND ACCESS ENVIROMENTAL PRODUCTS AND ACCESS JETTING AND VACUUM PARTS P O BOX513 HIXSON TN 37343	MISC FOR JETTER TRUCK	PV	68761	001	09602	8/8/2013	209846	1,248.62
								Summary Total	1,248.62
								Payment Amount	1,248.62
103295	EWALD ENTERTAINMENT SRV INC EWALD ENTERTAINMENT SERVICES 12311 185TH AVE SE. # 97 BIG LAKE MN 55309	HAPPY DAYS-WONDER WEAVERS	PV	68763	001	09297	8/19/2013	081913	675.00
								Summary Total	675.00
								Payment Amount	675.00
104205	EXPRESS SIGNS AND BALLOONS INC EXPRESS SIGNS AND BALLOONS INC PO BOX 475 ANOKA MN 55303	HAPPY DAYS SIGNS	PV	68762	001	09297	8/14/2013	9473	74.99
								Summary Total	74.99
								Payment Amount	74.99
113118	FABYANSKE,WESTRA,HART AND THOMSON, PA FABYANSKE,WESTRA,HART AND THOMSON, PA	HRA JUNE 2013	PV	68714	001	09295	7/30/2013	118008	370.00
								Summary Total	370.00

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Number	Name / Mailing Address	Message	Ty Number Itm Co Date	Number	Amount
	800 LASALLE AVENUE SUITE 1900 MINNEAPOLIS MN 55402				
				Payment Amount	370.00
107099	FASTENAL	MISC SUPPLIES	PV 68715 001 09101 8/12/2013	MNTC8101031	28.03
	FASTENAL COMPANY P O BOX 978 WINONA MN 55987			Summary Total	28.03
		MISC SUPPLIES	PV 68716 001 09101 8/12/2013	MNTC8101038	3.04
				Summary Total	3.04
				Payment Amount	31.07
110379	FBI LEEDA	COMMAND INST-STILLWATER 13	PV 68663 001 09101 8/1/2013	22480	650.00
	FBI LEEDA 5 GREAT VALLEY PARKWAY SUITE 125 MALVERN PA 19355			Summary Total	650.00
				Payment Amount	650.00
100143	FERGUSON WATERWORKS # 2516	WATER METER SUPPLIES	PV 68664 001 09601 7/29/2013	0037691	623.15
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817			Summary Total	623.15
		MISC PARTS	PV 68764 001 09601 8/2/2013	0034629-1	3,082.29
				Summary Total	3,082.29
		MISC METER PARTS	PV 68765 001 09601 8/7/2013	0040597	786.73
				Summary Total	786.73
				Payment Amount	4,492.17
112421	FIRST SCRIBE	ROWAY APP AUG 13	PV 68665 001 09101 8/1/2013	2460461	200.00
	FIRST SCRIBE 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305			Summary Total	200.00
				Payment Amount	200.00
113774	FLEET PRIDE	CONTROL VALVE FOR 632	PV 68766 001 09101 8/13/2013	55813887	76.30
	FLEET PRIDE P O BOX 847118 DALLAS TX 75284-7118			Summary Total	76.30
				Payment Amount	76.30

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Number	Name / Mailing Address	Message	Ty Number Itm Co	Date	Number	Amount
100189	G AND K SERVICES INC	MAT AT FD	PV 68717 001 09101	8/14/2013	1006664079	113.24
	G AND K SERVICES INC		Summary Total			113.24
	PO BOX 1450-NW 7536	UNIFORM CLEANING	PV 68718 001 09101	8/7/2013	1006652773	84.00
	MINNEAPOLIS MN	UNIFORM CLEANING	PV 68718 002 09101	8/7/2013	1006652773	10.00
	55485-7536					
		UNIFORM CLEANING	PV 68718 003 09101	8/7/2013	1006652773	136.02
		UNIFORM CLEANING	PV 68718 004 09101	8/7/2013	1006652773	136.02
			Summary Total			366.04
		UNIFORM CLEANING	PV 68719 001 09101	8/14/2013	1006664076	84.00
		UNIFORM CLEANING	PV 68719 002 09101	8/14/2013	1006664076	10.00
		UNIFORM CLEANING	PV 68719 003 09101	8/14/2013	1006664076	81.77
		UNIFORM CLEANING	PV 68719 004 09101	8/14/2013	1006664076	81.77
			Summary Total			257.54
			Payment Amount			736.82
100198	GOPHER ELECTRIC	REPLACE STREET	PV 68720 001 09101	8/8/2013	2024	160.24
	CONTRACTORS INC	LIGHTS				
	GOPHER ELECTRIC	REPLACE STREET	PV 68720 002 09101	8/8/2013	2024	281.00
	CONTRACTORS INC	LIGHTS				
	9346 FOLEY BLVD		Summary Total			441.24
	COON RAPIDS MN 55433		Payment Amount			441.24
100200	GOPHER STATE ONE CALL	236 TICKETS	PV 68666 001 09601	7/31/2013	76109	113.20
	INC					
	GOPHER STATE ONE CALL	236 TICKETS	PV 68666 002 09601	7/31/2013	76109	113.20
	18946 LAKE DRIVE EAST	236 TICKETS	PV 68666 003 09601	7/31/2013	76109	113.20
	CHANHASSEN MN 55317		Summary Total			339.60
			Payment Amount			339.60
100204	GRAFIX SHOPPE	GRAPHICS FOR 332 AND	PV 68767 001 09101	8/9/2013	88623	550.00
		333				
	GRAFIX SHOPPE	GRAPHICS FOR 332 AND	PV 68767 002 09101	8/9/2013	88623	550.00
		333				
	3240 MIKE COLLINS DRIVE		Summary Total			1,100.00
	EAGAN MN 55121		Payment Amount			1,100.00
100650	GRAINGER	LAWN ROLLER	PV 68721 001 09101	8/6/2013	9210810967	294.85
	GRAINGER INC		Summary Total			294.85

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DEPT. 806511127	LANTERN BATTERY	PV 68722 001 09101	8/7/2013	9211713210	70.41
PALATINE IL 60038-0001				Summary Total	70.41
				Payment Amount	365.26
100209 HAKANSON ANDERSON ASSOC INC	SERVICES THROUGH JUNE 2013	PV 68723 001 09804	7/24/2013	31788	1,331.30
HAKANSON ANDERSON ASSOC INC	SERVICES THROUGH JUNE 2013	PV 68723 002 09804	7/24/2013	31788	130.00
3601 THURSTON AVENUE ANOKA MN 55303-1063				Summary Total	1,461.30
	SERVICES THROUGH JULY 2013	PV 68768 001 09497	7/29/2013	31792	3,315.00
				Summary Total	3,315.00
				Payment Amount	4,776.30
100211 HAWKINS INC	CHEMICALS	PV 68667 001 09601	7/29/2013	3497057	4,816.42
HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263				Summary Total	4,816.42
				Payment Amount	4,816.42
106324 INSPECTRON INC	JUNE 2013 BILLING	PV 68724 001 09101	7/15/2013	071513	11,350.00
INSPECTRON INC CODE COMPLIANCE INSPECTIONS 15120 CHIPPENDALE AVE SUITE 104 ROSEMOUNT MN 55068				Summary Total	11,350.00
				Payment Amount	11,350.00
107478 INTELLIGENT PRODUCTS INCORPORATED	MUTT MITT SUPPLIES	PV 68725 001 09101	8/6/2013	163195A	758.10
INTELLIGENT PRODUCTS INCORPORATED 10,000 LOWER RIVER ROAD P O BOX 626 BURLINGTON KY 41005				Summary Total	758.10
				Payment Amount	758.10
100240 K MART 3897	SAFETY CAMP/NNO	PV 68769 001 09290	8/13/2013	081313	50.00
K MART 3897	SAFETY CAMP/NNO	PV 68769 002 09290	8/13/2013	081313	75.00
1100 WEST HIGHWAY 10 ANOKA MN 55303				Summary Total	125.00

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Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
Payment Amount									125.00
111501	LANDFORM PROFESSIONAL SERVICES	STORMWATER- THE COR	PV	68668	001	09605	7/22/2013	21551	4,361.12
Summary Total									4,361.12
Payment Amount									4,361.12
100256	LANO EQUIPMENT INC	STIHL-BACK PACK BLOWER	PV	68669	001	09101	8/6/2013	02-23309	427.50
Summary Total									427.50
	LANO EQUIPMENT INC	MIRROR FOR 645	PV	68670	001	09101	8/8/2013	02-23690	39.70
Summary Total									39.70
	ANOKA MN 55303	MISC PARTS	PV	68752	001	09101	8/13/2013	02-24389	73.93
Summary Total									73.93
Payment Amount									541.13
100259	LEAGUE OF MN CITIES INS TRUST	RE: HOXTER AND BLUML	PV	68770	001	09702	8/1/2013	080113	935.26
Summary Total									935.26
Payment Amount									935.26
100266	LOGIS	JULY 2013 BILLING	PV	68726	001	09101	7/31/2013	37102	10,391.00
Summary Total									10,391.00
	LOGIS	MISC WORK	PV	68727	001	09101	7/31/2013	37178	996.08
	LOGIS	MISC WORK	PV	68727	002	09101	7/31/2013	37178	32,334.37
Summary Total									33,330.45
		NETWORK JULY 2013	PV	68728	001	09101	7/31/2013	37149	1,379.00
Summary Total									1,379.00
Payment Amount									45,100.45
106616	MARTIN MCALLISTER, INC	RE: S. HORSMAN	PV	68671	001	09101	7/31/2013	8607	850.00

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Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
MARTIN MCALLISTER, INC 3900 IDS CENTER MINNEAPOLIS MN 55402		Summary Total			850.00
		Payment Amount			850.00
100280 MED COMPASS INC MED COMPASS INC 7841 WAYZATA BLVD MINNEAPOLIS MN 55426	SCBA USER- MEDICAL EXAM	PV 68729 001 09101	7/24/2013	21902	75.00
		Summary Total			75.00
		Payment Amount			75.00
100283 MENARDS COON RAPIDS MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433	MISC SUPPLIES	PV 68730 001 09101	7/30/2013	30696	130.16
		Summary Total			130.16
		Payment Amount			130.16
108208 METRO PRODUCTS INC METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432	WELDING WIRE	PV 68672 001 09101	8/6/2013	93734	223.25
		Summary Total			223.25
		Payment Amount			223.25
100289 METRO SALES INC METRO SALES INC 1620 EAST 78TH STEET MINNEAPOLIS MN 55423	COPIER PRINTS APR-JULY 13 COPIER PRINTS APR-JULY 13	PV 68731 001 09101 PV 68731 002 09101	7/29/2013 7/29/2013	540297 540297	2,151.04 642.52
		Summary Total			2,793.56
		Payment Amount			2,793.56
103915 MICHAEL BASICH INC. MICHAEL BASICH INC. 1761 THIRD STREET WHITE BEAR LAKE MN 55110	NORTH COM-PLAYGROUND	PV 68733 001 09270	8/8/2013	2013-32	5,950.00
		Summary Total			5,950.00
		Payment Amount			5,950.00
104920 MINNESOTA HIGHWAY SAFETY RESEARCH CNTR	G. VOIT # 391441	PV 68771 001 09101	8/13/2013	30398	396.00

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Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
	MINNESOTA HIGHWAY SAFETY RESEARCH CNTR 720 FOURTH AVENUE SOUTH ST CLOUD MN 56301-4498								Summary Total 396.00
									Payment Amount 396.00
100224	MN OFFICE OF ENTERPRISE TECH SHARED SER.	JULY 13 WAN CHARGES	PV	68732	001	09101	8/5/2013	DV13070461	175.20
	MN OFFICE OF ENTERPRISE TECH SHARED TECH ROOM 510 658 CEDAR STREET ST PAUL MN 55155								Summary Total 175.20
									Payment Amount 175.20
100345	NAPAAUTO PARTS ELK RIVER	MISC SUPPLIES	PV	68673	001	09101	8/1/2013	693369	45.56
	NAPAAUTO PARTS ELK RIVER 17137 YALE STREET NW	CONNECTOR	PV	68674	001	09101	8/2/2013	693571	10.68
	P O BOX 1041 ELK RIVER MN 55330	MISC SUPPLIES/ 663	PV	68675	001	09601	8/8/2013	694497	106.87
		MISC SUPPLIES/ 663	PV	68675	002	09601	8/8/2013	694497	22.27
									Summary Total 129.14
									Payment Amount 185.38
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	68734	001	09101	8/8/2013	163314	40.52
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433	MISC SUPPLIES	PV	68735	001	09101	8/6/2013	163284	137.27
									Summary Total 40.52
									Summary Total 137.27
									Payment Amount 177.79
100384	PLAISTED COMPANIES INC	DIRT	PV	68676	001	09101	7/31/2013	49256	615.60
	PLAISTED COMPANIES INC PO BOX 332 11555 - 205TH AVENUE NW ELK RIVER MN 55330								Summary Total 615.60
									Payment Amount 615.60

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	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
Payment Amount									3,600.00
107880	RICK JOHNSON DEER AND BEAVER INC	1 DEER CALL AUG 2013	PV	68678	001	09101	8/1/2013	080113	90.00
	RICK JOHNSON DEER AND BEAVER INC			Summary Total					90.00
	18595 XENOLITH STREET NW			Payment Amount					90.00
	BURNS TOWNSHIP MN 55303								
112475	S AND T OFFICE PRODUCTS INC	OFFICE SUPPLIES	PV	68680	001	09101	7/31/2013	01PX2700	25.66
	S AND T OFFICE PRODUCTS INC			Summary Total					25.66
	1000 KRISTEN COURT	OFFICE SUPPLIES	PV	68681	001	09101	7/26/2013	01PX1016	4.60
	ST PAUL MN 55110			Summary Total					4.60
		OFFICE SUPPLIES	PV	68682	001	09601	8/1/2013	01PX3329	100.33
		OFFICE SUPPLIES	PV	68682	002	09601	8/1/2013	01PX3329	50.17
				Summary Total					150.50
		OFFICE SUPPLIES	PV	68739	001	09601	7/30/2013	01PX2469	155.63
		OFFICE SUPPLIES	PV	68739	002	09601	7/30/2013	01PX2469	74.00
		OFFICE SUPPLIES	PV	68739	003	09601	7/30/2013	01PX2469	51.32
		OFFICE SUPPLIES	PV	68739	004	09601	7/30/2013	01PX2469	19.81
		OFFICE SUPPLIES	PV	68739	005	09601	7/30/2013	01PX2469	97.97
				Summary Total					398.73
				Payment Amount					579.49
100431	SAFETY KLEEN CORPORATION	RECYCLE OIL	PV	68741	001	09101	7/31/2013	929729694	101.00
	SAFETY KLEEN CORPORATION			Summary Total					101.00
	PO BOX 382066			Payment Amount					101.00
	PITTSBURGH PA 15250-8066								
100435	SCHARBER AND SONS INC	AIR FILTERS	PV	68683	001	09101	8/6/2013	P23957	35.12
	SCHARBER AND SONS INC			Summary Total					35.12
	13725 MAIN STREET			Payment Amount					35.12
	ROGERS MN 55374								
107711	SCHINDLER ELEVATOR	3RD QTR AUG-OCT 13	PV	68684	001	09101	8/1/2013	8103524186	536.79

Bank Account 00002224 CASH IN BANK
Version LOGIS003V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2013

Payee		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
		CH							
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050								Summary Total 536.79
									Payment Amount 536.79
100456	ST CROIX RECREATION CO INC	AR TUBING	PV	68685	001	09101	8/2/2013	17797	24.05
	ST CROIX RECREATION CO INC 225 NORTH SECOND STREET STILLWATER MN 55082	SHREDDED WOOD							Summary Total 24.05
			PV	68740	001	09270	8/6/2013	17805	3,501.23
									Summary Total 3,501.23
									Payment Amount 3,525.28
100854	ST PAUL, CITY OF	ASPHALT	PV	68709	001	09101	8/8/2013	128384	1,089.44
	CITY OF ST PAUL 15 W KELLOGG BLVD 700 CITY HALL ST PAUL MN 55102								Summary Total 1,089.44
									Payment Amount 1,089.44
112996	STANTEC CONSULTING SERVICES INC	REVIEW MTG/PLANS AUG 2013	PV	68774	001	09101	8/14/2013	714497	1,255.50
	STANTEC CONSULTING SERVICES INC 13980 COLLECTIONS CENTER DRIVE CHICAGO IL 60693								Summary Total 1,255.50
									Payment Amount 1,255.50
103663	SUPERIOR HEATING AC	WORK AT FF 1	PV	68742	001	09101	8/8/2013	14757	125.00
	SUPERIOR HEATING AC 3731 THURSTON AVE NW SUITE 108 ANOKA MN 55303								Summary Total 125.00
									Payment Amount 125.00
106998	TECHTRON ENGINEERING INC	PRE DEMO 6203 RIVLYN AVE	PV	68687	001	09295	8/7/2013	12427	650.00
	TECHTRON ENGINEERING INC 640 E MAIN STREET ANOKA MN 55303								Summary Total 650.00
									Payment Amount 650.00

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		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
100485	TIMESAVER OFF SITE SECRETARIAL INC	JULY 2013 MEETINGS	PV	68743	001	09101	7/30/2013	M19952	878.35
	TIMESAVER OFF SITE SECRETARIAL INC 1056 JACKSON STREET S SHAKOPEE MN 55379-2077							Summary Total	878.35
								Payment Amount	878.35
112688	TITAN MACHINERY	MISC SUPPLIES	PV	68686	001	09605	8/1/2013	1669114	58.59
	TITAN MACHINERY 14375 JAMES ROAD ROGERS MN 55374							Summary Total	58.59
								Payment Amount	58.59
112079	TOKLE INSPECTIONS INC	SERVICES FOR JULY 13	PV	68744	001	09101	8/13/2013	081313	9,911.25
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448							Summary Total	9,911.25
								Payment Amount	9,911.25
112024	TOWMASTER	LADDER	PV	68688	001	09101	7/29/2013	350552	146.58
	TOWMASTER 61381 US HWY 12 LITCHFIELD MN 55355							Summary Total	146.58
								Payment Amount	146.58
104106	TRUSCO MANUFACTURING COMPANY	PAINT LINE	PV	68689	001	09101	7/30/2013	4098	83.64
	TRUSCO MANUFACTURING COMPANY 545 NW 68TH AVE OCALA FL 34482-8235							Summary Total	83.64
								Payment Amount	83.64
100495	TWIN CITIES FLAG SOURCE	MISC FLAGS	PV	68745	001	09101	8/7/2013	25761	352.69
	TWIN CITIES FLAG SOURCE 3240 - 199TH AVENUE NW ANOKA MN 55303							Summary Total	352.69

CITY OF RAMSEY
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK
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Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2013

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
Payment Amount					352.69
111742	TWIN CITY WATER CLINIC INC	PV 68775 001 09601	8/1/2013	3835	150.00
	TWIN CITY WATER CLINIC INC 617 13TH AVENUE SOUTH HOPKINS MN 55343	Summary Total			150.00
Payment Amount					150.00
100508	VANCE BROTHERS INC	PV 68746 001 09101	8/2/2013	25115	82.83
	VANCE BROTHERS INC P O BOX 877366	Summary Total			82.83
	KANSAS CITY MO 64187-7366	PV 68747 001 09101	8/2/2013	25101	82.83
Summary Total					82.83
Payment Amount					165.66
105628	WELLS CATERING SERVICE	PV 68749 001 09101	8/13/2013	28197	81.23
	WELLS CATERING SERVICE 7533 SUNWOOD DRIVE SUITE 108 RAMSEY MN 55303	Summary Total			81.23
Payment Amount					81.23
100529	WENDELL'S INC	PV 68750 001 09101	8/1/2013	1811372	5.58
	WENDELL'S INC 6601 BUNKER LAKE BLVD PO BOX 458 RAMSEY MN 55303-0458	Summary Total			5.58
Payment Amount					5.58
100539	WRIGHT TIRE SERVICE INC	PV 68751 001 09101	8/5/2013	163	116.60
	WRIGHT TIRE SERVICE INC	PV 68751 002 09101	8/5/2013	163	178.99
	710 WEST MAIN STREET ANOKA MN 55303	Summary Total			295.59
	TIRES FOR MOW TRAILER	PV 68776 001 09101	8/9/2013	361	82.51
Summary Total					82.51
Payment Amount					378.10
112515	WSB AND ASSOCIATES INC	PV 68748 001 09496	7/24/2013	10- JULY 13	1,224.00

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	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
JUNE 2013									
WSB AND ASSOCIATES INC				Summary Total					1,224.00
701 XENIA AVENUE SOUTH SUITE 300									
MINNEAPOLIS MN 55416				Payment Amount					1,224.00
				Total Amount to be Processed					160,256.09
				Total Number of Payments to be Processed					93

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	
111093 DOUGLAS KERR UNDERGROUND LLC	PAY EST 1 COR TWO IMPROV.	PV 68691 001 09468	8/8/2013	080813	165,889.95	
DOUGLAS KERR UNDERGROUND LLC P O BOX 85 MORA MN 55051					Summary Total Payment Amount	165,889.95 165,889.95
					Total Amount to be Processed	165,889.95
					Total Number of Payments to be Processed	1

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

RESOLUTION #13-08-141

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF AUGUST 8, 2013 THROUGH AUGUST 21, 2013.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of August 8, 2013, through August 21, 2013, in the amount of \$903,662.20; 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 August 8, 2013, through August 21, 2013, in the amount of \$ 903,662.20.

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:

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 27th day of August 2013.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 10.

Meeting Date: 08/27/2013

By: Jo Thieling, Administrative Services

Information

Title:

Adopt Resolution #13-08-138 Proclaiming September 17 - 23, 2013 as Constitution Week

Background:

Staff received a request from the Daughters of the American Revolution (DAR) to place a resolution on the agenda for Council adoption proclaiming the week of September 17 - 23, 2013 as Constitution Week. That resolution is attached for Council review and adoption. It is anticipated a representative of the DAR will be in attendance to accept the proclamation; however, if a representative is not available, a signed proclamation will be sent to the organization. The reading of this proclamation resolution is also listed under the Presentation portion of the agenda.

Council Action:

Motion to adopt Resolution #13-08-138 Proclaiming September 17 - 23, 2013 as Constitution Week.

Attachments

Constitution Week Resolution

Form Review

Form Started By: Jo Thieling

Started On: 08/12/2013

Final Approval Date: 08/11/2011

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

RESOLUTION #13-08-138

RESOLUTION PROCLAIMING SEPTEMBER 17 – 23, 2013 AS CONSTITUTION WEEK

WHEREAS, September 17, 2013, marks the two hundred twenty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

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

- 1) That the City Council of the City of Ramsey hereby proclaims the week of September 17 through 23, 2013, as **CONSTITUTION WEEK**.
- 2) That the City Council of the City of Ramsey asks its citizens to reaffirm the ideals of the Framers of the Constitution by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be gained.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 27th day of August, 2013.

Mayor Sarah Strommen

ATTEST:

City Clerk Jo Ann M. Thieling

CC Regular Session

4. 11.

Meeting Date: 08/27/2013

By: Jo Thieling, Administrative Services

Information

Title:

Adopt Resolution #13-08-143 Appointing Councilmember Johns to the Finance Committee

Background:

Attached is a resolution appointing Councilmember Johns to serve the remainder of 2013 on the Finance Committee. Mayor Strommen would again serve as alternate for the Committee.

Council Action:

Motion to adopt Resolution #13-08-143 Appointing Councilmember Johns to the Finance Committee

Attachments

Resolution FC Appointments

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	08/22/2013 01:41 PM
Jo Thieling	Jo Thieling	08/22/2013 01:51 PM
Kurt Ulrich	Jo Thieling	08/22/2013 01:52 PM
Form Started By: Jo Thieling		Started On: 08/20/2013 03:52 PM
Final Approval Date: 08/22/2013		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-08-143

RESOLUTION APPOINTING COUNCILMEMBER JOHNS TO THE FINANCE COMMITTEE AND MAYOR STROMMEN AS ALTERNATE

WHEREAS, in January of each year, the City Council is appointed to serve on various Committees; and

WHEREAS, the appointees to the Finance Committee for 2013 were Councilmembers Elvig, LeTourneau and Riley, with Mayor Strommen as alternate; and

WHEREAS, Councilmember Elvig resigned his position of Councilmember Ward 1, which was accepted by the City Council on May 7, 2013, which also created a vacancy on the Finance Committee; and

WHEREAS, Mayor Strommen was appointed to serve as a member of the Finance Committee; and

WHEREAS, a special election was held on Tuesday, July 30, 2013, to elect a Councilmember to fill the vacancy created by the resignation of David Elvig; and

WHEREAS, Jill Johns was elected Councilmember Ward 1; and

WHEREAS, Councilmember Johns has volunteered to serve on the Finance Committee and Mayor Strommen will once again serve as the alternate.

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

- 1) That the City Council hereby appoints Councilmember Jill Johns to serve on the Finance Committee.
- 2) That the City Council hereby appoints Mayor Sarah Strommen to serve as alternate on the Finance Committee.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 27th day of August, 2013.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 12.

Meeting Date: 08/27/2013

Submitted For: Bruce Westby

By: MaryJo Warner, Engineering/Public Works

Information

Title:

Adopt Resolution #13-08-137 Authorizing Partial Payment to Douglas-Kerr Underground LLC for Project 13-11 COR TWO-Sunwood Retail Stage One

Background:

Resolution and Pay Request Attached.

Recommendation:

The Engineering Technician IV has inspected the completed work and recommends partial payment to Douglas-Kerr Underground LLC for Project 13-11 COR TWO-Sunwood Retail Stage One in the amount of \$165,889.95.

Council Action:

Motion to adopt Resolution #13-08-137 authorizing partial payment to Douglas-Kerr Underground LLC for Project 13-11 COR TWO-Sunwood Retail Stage One in the amount of \$165,889.98.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	08/21/2013 03:08 PM
Kurt Ulrich	Kurt Ulrich	08/22/2013 08:33 AM
Form Started By: MaryJo Warner		Started On: 08/08/2013 03:27 PM
	Final Approval Date: 08/22/2013	

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

HRA RESOLUTION #13-08-137

RESOLUTION APPROVING PARTIAL PAYMENT TO DOUGLAS-KERR UNDERGROUND, LLC FOR PROJECT 13-11 COR TWO (SUNWOOD RETAIL) STAGE 1 IMPROVEMENTS

WHEREAS, pursuant to a motion of the Ramsey Housing and Redevelopment Authority, adopted April 9, 2013, authorizing the completion of plans and specifications for the COR TWO (Sunwood Retail) Stage 1 (common) improvements; and

WHEREAS, pursuant to a motion of the Ramsey Housing and Redevelopment Authority, adopted May 14, 2013, accepting plans and specifications and authorizing advertisement for bids for making the COR TWO (Sunwood Retail) Stage 1 (common) improvements including street, utility and drainage improvements, and other necessary appurtenant work, bids were received, opened, and tabulated, and bids were found to comply with the advertisement for bids:

WHEREAS, on June 11, 2013 the bid of Douglas-Kerr Underground, LLC of Mora, Minnesota in the amount of \$241,875.50 for the total base bid, was awarded; and

WHEREAS, as of August 27, 2013 \$0 has been paid to date; and

WHEREAS, the Engineering Technician IV has inspected the completed work and recommends partial payment to Douglas-Kerr Underground, LLC in the amount of \$165,889.98.

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA:

- 1) That the City Council hereby authorizes partial payment to Douglas-Kerr Underground, LLC for Improvement Project #13-11; in the amount of \$165,889.95.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of August 27, 2013.
- 4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____ 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 Housing and Redevelopment Authority this the 27th day of August, 2013.

Chair

ATTEST:

City Clerk

Pay Estimate Summary Sheet
IP 13-11 COR TWO SITE IMPROVEMENTS

City of Ramsey

PAY ESTIMATE NO. 1

TOTAL CONTRACT	\$	241,875.50
TOTAL CONTRACT	\$	241,875.50
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	\$	174,621.00
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	174,621.00
RETAINED PERCENTAGE 5%	\$	8,731.05
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	165,889.95
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	-
PAY CONTRACTOR PER ESTIMATE NO. 1	\$	165,889.95

Certificate for Partial Payment

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

Contractor: Douglas-Kerr Underground, LLC

By *David J. Dyles* President
Name Title

Date 8-8-13

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

By *Leonard Linton* Civil Engineer II
Leonard Linton, PE

Date 8-8-13

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By *Bruce Wooty* City Engineer 8/12/13
Name Title Date

Meeting Date: 08/27/2013

By: Tim Gladhill, Community Development

Information

Title:

Adopt Ordinance #13-15 to Establish Armstrong Boulevard Interchange Overlay District

Background:

The City has been actively pursuing the construction of an interchange at Armstrong Boulevard and U.S. Highway 10. The City has been successful in securing a portion of the funding required for this project. More importantly, the Anoka County Highway Department has completed the necessary environmental review to proceed with final design of the interchange. As part of the public comment period during the environmental review portion of the project, several commercial property owners expressed concern with loss of visibility due to the vertical nature of the proposed structure.

The following case borrows a model ordinance used in the Central Avenue (TH 65) improvement project at Main Street (CSAH 14) in Blaine. In this circumstance, a similar situation existed during the conversion of an at-grade intersection to a grade-separated interchange. The proposed overlay district allows for additional sign height and size.

The City Council introduced the ordinance on August 13, 2013 and is now eligible for adoption.

Notification:

The Public Hearing held by the Planning Commission on July 18, 2013 was published in the Anoka County Union.

Observations/Alternatives:

The proposed Overlay District would allow commercial properties within the district a maximum height of fifty (50) feet and a maximum size of 150 square feet per face (aggregate 300 square feet). The underlying zoning requirements would allow a maximum of twenty-five (25) feet in height and a maximum size of 100 square feet.

The proposed interchange structure would have a minimum clearance over Highway 10 of slightly less than twenty (20) feet. The bridge deck structure would appear to be less than ten (10) feet for a total of thirty (30) feet clearance necessary for visibility of signs immediately adjacent to the interchange structure. As the proposed height allowance is fifty (50) feet, this would appear to be sufficient additional height, allowing for additional clearance for larger vehicles. These measurements are preliminary, subject to completion of the final design of the interchange.

The Overlay District is proposed to be established for parcels within 750 feet of the centerline of Highway 10, extending to the centerline of Traprock Street and extending to the centerline of Llama Street. As currently proposed, this overlay district would not apply to The COR District, as that district contains separate, specific sign regulations. An exhibit is attached hereto as reference.

These measurements are intended as a starting point for discussion. The City Council has the legislative authority to recommend that the initial measurements be amended.

Recommendation:

The Planning Commission recommended approval of Ordinance #13-15.

Funding Source:

The ordinance is being prepared as part of normal Staff duties.

Council Action:

Motion to waive the City Charter requirement to read the ordinance aloud -AND- adopt Ordinance #13-15 establishing the Armstrong Boulevard Sign Overlay District.

Roll Call Vote:

Councilmember Riley
Councilmember Tossey
Councilmember Kuzma
Councilmember Johns
Councilmember LeTourneau
Councilmember Backous
Mayor Strommen

Attachments

DRAFT Ordinance #13-15

Area Map

DRAFT Planning Commission Minutes dated July 18, 2013

Email from Steve Young dated July 18, 2013

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kurt Ulrich

Date
08/22/2013 01:55 PM
Started On: 08/21/2013

Form Started By: Tim Gladhill

Final Approval Date: 08/22/2013

**ORDINANCE #13-15
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

AN ORDINANCE AMENDING CITY CODE CHAPTER 117 (ZONING AND SUBDIVISIONS) TO AMEND SECTION 117-1 (DEFINITIONS) AND CHAPTER 117 ARTICLE II, DIVISION 8 (SIGNS) ESTABLISHING THE ARMSTRONG INTERCHANGE SIGN OVERLAY DISTRICT.

The City of Ramsey ordains:

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the Charter of the City of Ramsey.

SECTION 2. AMENDMENT

City Code Section 117-1 (Definitions) is hereby amended to include the following text.

ARMSTRONG BOULEVARD INTERCHANGE OVERLAY DISTRICT: A district for purposes of allowing additional signage in a specified area, described as all commercially zoned property located within 750 feet of the Centerline of Highway 10 and extending to the Centerline of Traprock Street and extending to the Centerline of Llama Street. Parcels located within The COR District are exempted from this overlay district, as sign regulations for that district are located in a separate section of City Code.

City Code Section 117-519 (Business type signs) is hereby amended to include the following text:

(c) Permitted freestanding signs under previous Section 117-519, subd. (a) (business use signs), and located within the Armstrong Boulevard Interchange Overlay District as defined by this ordinance, shall be allowed to a height of not more than fifty (50) feet and an area of not greater than one-hundred fifty (150) square feet. Signs permitted under this section shall have a monument style base constructed of materials that are consistent with the principal building to a minimum height of six (6) feet.

SECTION 3. SUMMARY

This ordinance establishes a new zoning overlay district for the purposes of allowing for additional signage in the area adjacent to the future Armstrong Boulevard Interchange. A copy of a map illustrating the district is attached as Exhibit A, hereto.

SECTION 4. EFFECTIVE DATE

This Ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota, the ____ day of ____, 2013.

Mayor

ATTEST:

City Clerk

Introduction date:

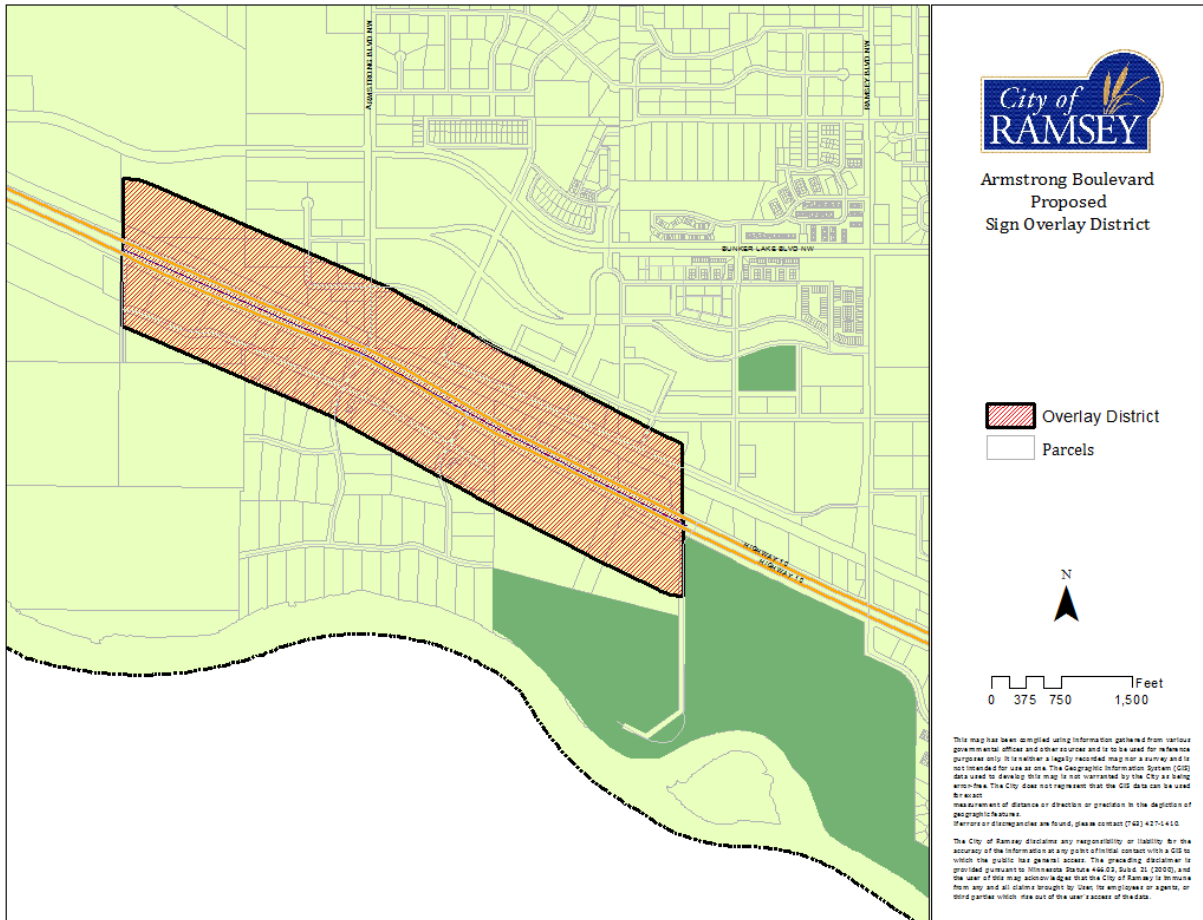
Posting dates:

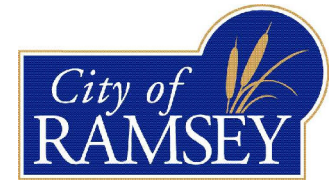
Adoption date:

Publication date:

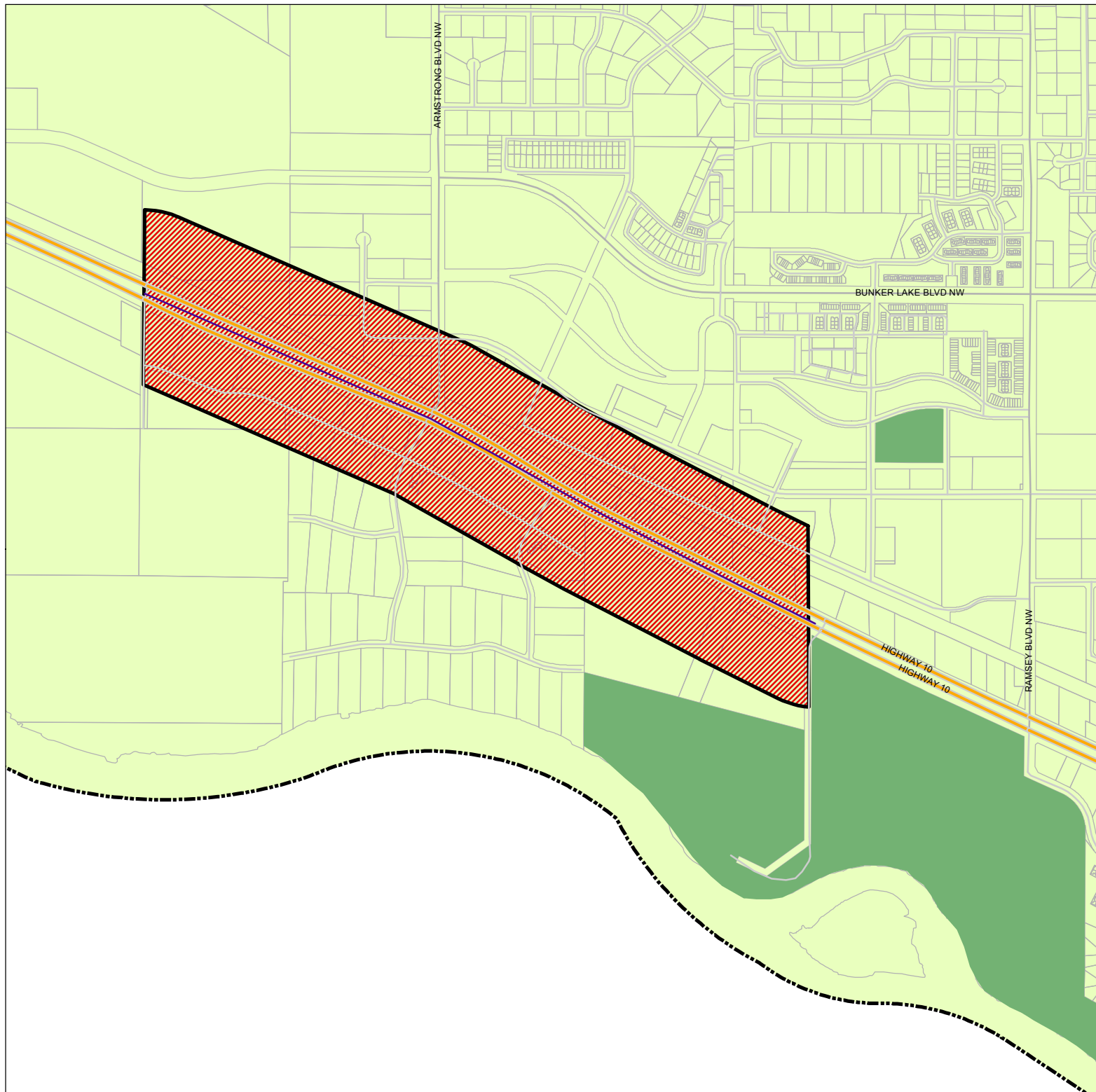
Effective date:



Exhibit A
 Armstrong Boulevard Interchange Overlay District

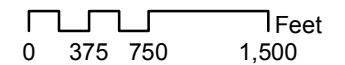




Armstrong Boulevard Proposed Sign Overlay District



-  Overlay District
-  Parcels



This map has been compiled using information gathered from various governmental offices and other sources and is to be used for reference purposes only. It is neither a legally recorded map nor a survey and is not intended for use as one. The Geographic Information System (GIS) data used to develop this map is not warranted by the City as being error-free. The City does not represent that the GIS data can be used for exact measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found, please contact (763) 427-1410.

The City of Ramsey disclaims any responsibility or liability for the accuracy of the information at any point of initial contact with a GIS to which the public has general access. The preceding disclaimer is provided pursuant to Minnesota Statute 466.03, Subd. 21 (2000), and the user of this map acknowledges that the City of Ramsey is immune from any and all claims brought by User, its employees or agents, or third parties which rise out of the user's access of the data.

John Peterson, Oakwood Land Development, commented the proposed lots met all minimum City requirements and currently had water and sewer services in place. He explained a home could be built on the proposed lots that was consistent with the homes in the area.

The Commission was in favor of the proposed plan moving forward.

5.04: Public Hearing: Consider Ordinance #13-15 to Establish Armstrong Boulevard Interchange Overlay District

Public Hearing

Chairperson Levine called the public hearing to order at 8:06 p.m.

Presentation

Development Services Manager Gladhill presented the staff report stating the City has been actively pursuing the construction of an interchange at Armstrong Boulevard and US Highway 10. The City has been successful in securing a portion of the funding required for this project. He noted the Anoka County Highway Department has completed the necessary environmental review to proceed with final design of the interchange. As part of the public comment period during the environmental review portion of the project, several commercial property owners expressed concern with loss of visibility due to the vertical nature of the proposed structure.

Development Services Manager Gladhill stated the City has borrowed a model ordinance used in the Central Avenue (TH 65) improvement project at Main Street (CSAH 14) in Blaine. A similar situation existed during the conversion of an at-grade intersection to a grade-separated interchange. The proposed overlay district would allow for additional sign height and size. Staff was recommending the signs be no more than 50 feet in height. He requested the Commission hold a public hearing and adopt an Ordinance establishing the Armstrong Boulevard Interchange Overlay District.

Citizen Input

Development Services Manager Gladhill noted one business owner had requested a 300 square foot sign at 75 feet.

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

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

Chairperson Levine closed the public hearing closed at 8:14 p.m.

Commission Business

Chairperson Levine understood that both the City and business owners were pleased with the overpass in Blaine. He was encouraged that Staff was using the Blaine Ordinance as its model.

Commissioner Brauer stated the height of the overpass bridge in Blaine was taken into consideration when setting the proposed sign height in their overlay district.

Commissioner Bauer approved of the 50 foot sign height for the businesses within the overlay district.

Development Services Manager Gladhill reviewed the properties that would be affected by the overlay district.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend that City Council adopt Ordinance #13-15 establishing the Armstrong Boulevard Sign Overlay District.

Further discussion

Commissioner Bauer asked if a business owner could request a variance to the proposed sign height.

Development Services Manager Gladhill stated this could be done but a sign structure higher than 50 feet would require a great deal of footings. He noted a conditional use permit would have to be applied for.

Amendment

Motion by Commissioner Bauer to require the sign height to be tapered from the bridge height on down. The amendment failed for lack of a second.

Commissioner VanScoy recommended the Ordinance proceed as written by Staff.

Chairperson Levine agreed.

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

5.05: Zoning Bulletins

Zoning Bulletins were noted.

5.05: For Update Only: Report on Monthly Activities

Staff provided a report on monthly activities.

Tim Gladhill

From: Steve@arborgroup.net
Sent: Thursday, July 18, 2013 12:11 PM
To: Tim Gladhill
Cc: Kurt Ulrich; Bruce Westby
Subject: RE: Sign Overlay District Case
Attachments: Signage amendment 2013.07.18.pdf

Tim,

Thanks for emailing me the proposed amendment to the sign ordinance for the Armstrong Interchange area. Under the proposed ordinance, the maximum height increases to 50 feet. However, I don't believe 50 feet is sufficient to overcome the visibility obstruction caused by the Interchange. Assuming the bridge is 30 feet high and a semi-trailer on the bridge is 15 feet, then the bottom of the sign should be at least 45 feet high. However, due to the angle of a person's view driving from the west, a semi-trailer on the Interchange and sign location, another 15 feet should be added for a total of 60 feet to the bottom of the sign. Assuming each sign face is 150 SF (10 by 15), the maximum height of the sign should be at least 75 feet.

In addition, 150 SF is not sufficient for a multi-tenant sign this height. Due to the height required under the above conditions, a multi-tenant sign should have up to 300 SF per face to maintain legibility.

Please let me know if you have any questions or comments.

Thanks, Steve

-----Original Message-----

From: Tim Gladhill [mailto:tgladhill@ci.ramsey.mn.us]
Sent: Monday, July 15, 2013 10:17 AM
To: Steve@arborgroup.net
Cc: Kurt Ulrich; Bruce Westby
Subject: Sign Overlay District Case

Steve,

Staff has prepared a Public Hearing for the establishment of an overlay district for additional sign allowances in the area of the future Armstrong Interchange.

A copy of the case can be found at
http://156.142.212.178:8080/agenda_publish.cfm?mt=ALL&get_month=7&get_year=2013&dsp=agm&seq=3394&rev=0&ag=726&ln=8676&nseq=3403&nrev=0&pseq=3395&prev=0.

Thanks!

Sent from my mobile device.

Tim Gladhill
Development Services Manager
City of Ramsey
7550 Sunwood Dr NW

Ramsey, MN 55303
763-576-4308 (direct)
763-427-1410 (main)
763-433-9848 (fax)
tgladhill@ci.ramsey.mn.us<mailto:tgladhill@ci.ramsey.mn.us>

Meeting Date: 08/27/2013

By: Tim Gladhill, Community Development

Information

Title:

Adopt Ordinance #13-16 Amending City Code Relating to Surfacing Requirements in the Official Map Overlay District and Other Highway 10 Improvement Impact Areas

Background:

On July 9, 2013, the City Council directed Staff to review performance standards along Highway 10, specifically in the Official Map Area (for future freeway expansion) and areas impacted by associated improvements (most notably the Armstrong Boulevard Interchange). The City Council desires to review performance standards every two (2) to three (3) years to monitor the progress of improvements to Highway 10 and how it relates to the longevity of current users. These standards include, but are not limited to surfacing requirements (for parking, maneuvering, and display/storage), landscape requirements, and other improvements that are scheduled to be impacted by the future interchange.

The Official Map has been established to allow current users economic benefit to adequately use an existing property, while still limiting the amount of expansion that can occur that will impact the future public improvement (Highway 10).

Staff has prepared an ordinance dealing specifically with surfacing requirements in this area. The City Council desires to formalize and review our current policies and ordinances relating requirements for hard surfacing (concrete or bituminous) that recognizes current advancements in the Armstrong Interchange project and increased focus on overall Highway 10 needs.

The Planning Commission held a Public Hearing on August 1, 2013 and recommended approval of the Ordinance.

The City Council introduced the ordinance on August 13, 2013 and is now eligible for adoption.

Notification:

The Public Hearing held on August 1, 2013 was published in the Anoka County Union.

Observations:

There are a number of performance standards to consider as it relates to the Highway 10 Corridor including, but not limited to, off-street parking, surfacing requirements, outside storage, and building materials. This ordinance focuses specifically on surfacing requirements due to the volume of requests received. Staff will forward a more comprehensive review of performance standards in the near future.

Surfacing

The proposed ordinance permits a waiver of standard surfacing requirements of asphalt or concrete with continuous curb and gutter. The exemption would apply to the defined area ("Impact Area") of the following:

- Properties located within the Highway 10 Official Map
- Properties specifically identified for acquisition in the approved Environmental Assessment review documents for the grade separated interchanges on US Highway 10 at Sunfish Lake Boulevard, Ramsey Boulevard, and Armstrong Boulevard

Staff would recommend the following standards as identified in the attached, proposed ordinance:

- Utilized to expand existing parking, maneuvering and display areas only
- A minimum setback of five (5) feet from the edge of stormwater ponds and other sloped areas (to prevent erosion issues)
- A minimum setback of twenty (20) feet from all right of way lines (existing code provision)
- Area should be screened; opaque fence acceptable
- Encouragement of additional vegetative screening (not required); City reserves right to require additional vegetative screening if necessary to mitigate identified concern(s) on a specific parcel
- Class V gravel, recycled concrete, and recycled asphalt are identified as the acceptable alternatives

The recommended process for approval of alternative surfaces in this scenario is the granting of an Interim Use Permit. An Interim Use Permit is a tool available to the City to permit a use that may be acceptable under current circumstances, but would not be acceptable in the future. The termination date shall be tied to an identifiable date or event in the future. In this case, the eventual conversion of Highway 10 to freeway status and acquisition of entire parcels provides an event that may make this interim use acceptable today, but not acceptable when Highway 10 is eventually upgraded. City Code allows interim uses to be approved for a maximum of five (5) years unless otherwise approved by City Council. City Code states the following in regards to interim uses:

Sec. 117-52. - Interim use permits.

(a) Purpose. The purpose and intent of allowing interim uses is:

- (1) To allow a use for a limited period of time that reasonably utilizes the property where it is not reasonable to utilize it in the manner provided in the comprehensive guide; and*
- (2) To allow a use that is presently acceptable but that, with anticipated development will not be acceptable in the future.*

(b) Application, public hearing, notice and procedure. The application, public hearing, public notice and procedure requirements for interim use permits shall be the same as those for conditional use permits as provided in [section 117-51](#)

(c) Standards of issuance.

(1) The planning commission may recommend an interim use permit and the council may issue such interim use permits only if it finds that:

- a. The use conforms to the zoning regulations;*
- b. The date or event that will terminate the use can be identified with certainty;*
- c. Permission of the use will not impose additional costs on the public if it is necessary for the public to take the property in the future; and*
- d. The user agrees to any conditions that the city council deems appropriate for permission of the use.*

(2) Every interim use permit issued shall terminate upon a date or event that can be identified with certainty, with the maximum duration of five years from the date of approval, unless otherwise approved by the council.

(3) The council may attach such conditions to the interim use permit as it deems necessary in order to carry out the intent and purpose of this chapter and protect the public health, safety and welfare. These conditions may include a financial surety in an amount sufficient to remove the interim use and interim structures upon expiration of the interim use permit.

(d) Termination. An interim use permit shall terminate upon the occurrence of any of the following events; whichever first occurs:

- (1) The date stated in the permit;*
- (2) A violation of conditions and subsequent revocation of the permit; or*
- (3) Revocation resulting from a cessation of the interim use for 30 consecutive days.*

Recent advancements in the Highway 10 project, most notably the successful grant application in the amount of ten million dollars towards the Armstrong Boulevard Interchange project, create a threshold in order to review performance standards in this interim area. The City continues to strive to strike a balance between aesthetics, equitable regulations, and areas in transition due to future public improvements. The Highway 10 corridor is a key node for the community, and therefore it is important to regularly review the City's ordinances and policies.

Staff recommends that it is important to adopt this ordinance if the City Council desires to increase the flexibility in surfacing requirements. This will help the City clearly identify when the proposed surfaces are acceptable for use

so that Staff can equitably enforce the City's ordinances.

Recommendation:

The Planning Commission recommends approval of Ordinance #13-16.

Funding Source:

Preparation of the ordinance is being handled as part of normal Staff duties.

Council Action:

Motion to waive the City Charter requirement to read the ordinance aloud -AND- adopt Ordinance #13-16.

Roll Call Vote:

Councilmember Johns
Councilmember Kuzma
Councilmember Tossey
Councilmember Riley
Councilmember Backous
Councilmember LeTourneau
Mayor Strommen

Attachments

DRAFT Ordinance #13-16

DRAFT Planning Commission Minutes date August 1, 2103

Armstrong Parcels

Highway 10, Sunfish Boulevard, and Ramsey Boulevard Parcels

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kurt Ulrich

Date
08/22/2013 01:58 PM
Started On: 08/21/2013

Form Started By: Tim Gladhill

Final Approval Date: 08/22/2013

ORDINANCE #13-16

CITY OF RAMSEY

**ANOKA COUNTY
STATE OF MINNESOTA**

AN AMENDMENT TO CHAPTER 117 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS ZONING AND SUBDIVISIONS OF THE CITY CODE OF RAMSEY, MINNESOTA

AN ORDINANCE AMENDING SECTION 117-356 (COMMERCIAL AND INDUSTRIAL DEVELOPMENT OFF-STREET PARKING) OF THE RAMSEY CITY CODE.

The City of Ramsey Ordains:

SECTION 1 AUTHORITY

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

SECTION 2 AMENDMENTS

Section 117-356 is hereby amended as follows (additions indicated as underline, deletions indicated as ~~strike through~~):

(d) Surfacing Requirements for Highway 10 interim areas.

(1) Purpose. The City Council desires to acknowledge the impacts of Highway 10 improvements that will convert this corridor to a freeway status while still providing fair and equitable enforcement of City Code standards for those areas not impacted by future Highway 10 improvements. This conversion will eliminate private accesses, require the acquisition of private parcels, and will include the construction of grade-separated interchanges. With that in mind, this Section provides an exemption to surfacing standards as directed below to reduce the burden of costly improvements that will be eliminated in the near term. Consistent with guidance provided by Minnesota Statute Chapter 462, the City establishes a process for allowing alternative surfacing for parking, maneuvering, storage, and display areas through the issuance of an Interim Use Permit. The City finds that these alternative surfaces are currently acceptable, but will not be acceptable when Highway 10 is converted to freeway status.

(2) Area defined. This Section shall apply to the following areas only (collectively the "Impact Area"):

- a. Property located within the Highway 10 Official Map Area (as on file with the Anoka County Recorder)/H-1 Highway 10 Business District

- b. Parcels identified in the Preferred Alignment for Armstrong Boulevard Interchange as shown on the document titled ‘Environmental Assessment: US Highway 10 Interchange with Anoka County State Aid Highway 83 (Armstrong Boulevard)’ dated August 2012.
- c. Parcels identified in the Preferred Alignment for Ramsey Boulevard Interchange and Sunfish Lake Boulevard Interchange as shown on the official Environmental Assessment.

(3) Standards.

- a. Incorporation of other City Code standards. Notwithstanding other sections of this Chapter, these surfacing exemptions shall apply to surfacing requirements for concrete or bituminous with concrete curb and gutter. All other provisions related to off-street parking, outside storage, and outdoor display of goods for sale shall apply.
- b. Alternative Surfaces. In addition to permitted surfacing of the underlying zoning district, parcels located in the Impact Area may utilize Class V gravel, recycled concrete, or recycled bituminous (asphalt), subject to the standards of this Section, and requiring the issuance of an Interim Use Permit (IUP).
- c. Expansion of existing areas only. Alternative surfaces may be considered for parking lot expansion for existing parking lots only. Primary parking for employees and customers must be in accordance with the underlying zoning district. Alternate surfaces may not be used for customer and employee parking. Any alternative surface area may not exceed 150% the size of the primary surface area consisting of concrete or bituminous.
- d. Separation from stormwater ponds. The use of alternative surface materials may present potential degradation of stormwater areas due to sediment deposits. Alternative surfaces must maintain a minimum setback of five (5) feet from the edge of stormwater ponds as directed by the City Engineer.
- e. Setbacks. The edge of the parking/storage area must maintain a minimum setback of twenty (20) feet from rights of way.
- f. Screening. Alternative surfaces must be completely screened from view at ground level from public rights of way and adjacent properties, consistent with exterior materials standards of the underlying zoning district and/or 100% opaque fencing. The City encourages planting of vegetation to enhance screening and improve aesthetics. The City reserves the right to require additional vegetative screening as a reasonable condition of approval if it determines that it is necessary to protect the intent of this Section for site specific conditions.
- g. Acceptable Uses. The use of the property must be in accordance with permitted, conditional, and accessory uses of the underlying zoning district.
- h. Motor Vehicles. The storage of motor vehicles and equipment must be in accordance with City Code Section 117-355 and 117-356 (Off street parking). The storage of inoperable vehicles or equipment is not acceptable.

(4) Process. Requests for the use of alternative surfaces in the Impact Area shall be processed in accordance with City Code Section 117-52 (Interim uses).

SECTION 3. SUMMARY

The following is the official summary of Ordinance #13-16, which has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

It is the intent and effect of Ordinance #13-16 to amend Ramsey, Minnesota City Code Chapter 117, Article II, Division 6, Subdivision 1, Section 117-356 to:

- Establish acceptable alternative surfacing materials for areas impacted by future Highway 10 improvements.
- Define the impacted areas as those located within the Highway 10 Official Map Area, parcels identified in the Preferred Alignment for Armstrong Boulevard Interchange as shown on the document titled 'Environmental Assessment: US Highway 10 Interchange with Anoka County State Aid Highway 83 (Armstrong Boulevard)' dated August 2012, and parcels identified in the Preferred Alignment for Ramsey Boulevard Interchange and Sunfish Lake Boulevard as shown on the official Environmental Assessment.
- Specify that customer and employee parking must be on proper surfacing as outlined in the underlying zoning district.
- Identify a minimum setback alternative surfaces must maintain from stormwater ponds.
- Specify screening requirements from ground level view from public rights of way and adjacent properties when alternative surfacing materials are used.

SECTION 4. EFFECTIVE DATE

The effective date of this Ordinance is thirty (30) days after its passage and publication, subject to City Charter Section 5.07.

Adopted by the Ramsey City Council the 27th day of August, 2013.

Mayor

ATTEST:

City Clerk

Introduction Date:

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

DRAFT

Sharon Compton, 11356 Flintwood Street NW in Coon Rapids, with Pathways Community Church thanked the Commission for considering their request this evening. She indicated the accessory building would assist in storing tables, chairs, outdoor equipment and mowers.

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

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

Chairperson Levine closed the public hearing closed at 7:09 p.m.

Commission Business

Motion by Commissioner Bauer, seconded by Commissioner Maul, to recommend that City Council adopt Resolution #13-08-127 adopting Findings of Fact #0916 relating to the applicant's request for an amended conditional use permit

Further discussion

Commissioner Field questioned if the existing shed would be removed.

Associate Planner/Environmental Coordinator Anderson stated the 12' x 16' existing shed would be removed to make room for the new accessory building.

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

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #13-08-128 approving an amended conditional use permit for an expansion of a religious institution based on Findings of Fact #0916 and contingent upon compliance with the Staff Report dated July 26, 2013.

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

5.03: Public Hearing: Consider Ordinance #13-16 Amending City Code Relating to Surfacing Requirements in the Official Map Overlay District and Other Highway 10 Improvement Impact Areas

Public Hearing

Chairperson Levine called the public hearing to order at 7:13 p.m.

Presentation

Development Services Manager Gladhill presented the staff report stating on July 9, 2013 the Council directed staff to review performance standards along Highway 10, specifically in the Official Map Area (for future freeway expansion). Signage and surfacing requirements were of specific concern. He requested the Commission discuss the matter further and adopt the proposed Ordinance.

Citizen Input

None.

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

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

Chairperson Levine closed the public hearing closed at 7:18 p.m.

Commission Business

Chairperson Levine questioned the length of time that would be allowed for an interim use permits.

Development Services Manager Gladhill explained that interim use permits would be approved for five years and if not followed correctly action could be taken by the City.

Commissioner Bauer asked how the City would address right-of-way issues in the future.

Development Services Manager Gladhill indicated the expanded highway areas would be handled through State Statute, but the property owners would have grandfather rights. For the most part, most properties identified would be complete acquisitions. His hope would be that property owners would build or expand outside of the proposed highway right-of-way.

Commissioner Bauer recommended that staff consider landscaping or screening be considered short-term if completed in the interim within the proposed highway right-of-way.

Commissioner VanScoy inquired if there were plans for a City of Ramsey interchange.

Development Services Manager Gladhill commented a corridor study has been completed for both Sunfish Lake Boulevard and Armstrong Boulevard interchanges.

Commissioner Field recommended a language change to the Ordinance regarding the impacted area.

Motion by Commissioner Bauer, seconded by Commissioner Brauer, to recommend that City Council adopt Ordinance #13-16, with the noted language change.

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

5.04: Consider Recommendation from Economic Development Authority (EDA) for Area Near 167th Avenue and Saint Francis Boulevard (TH 47)

Presentation

Development Services Manager Gladhill presented the staff report stating the retail node located at 167th Avenue and Trunk Highway 47 has been a topic of discussion with City Council and the EDA for several years. This node has struggled to become economically viable for some time, is experiencing high vacancy, an increase of blighted building conditions and escalating crime.

Development Services Manager Gladhill explained the City has received a number of inquiries from property and business owners located in the 167/47 Node requesting assistance to help correct a market failure. He indicated that Staff has worked through a policy that would assist in guiding this property through redevelopment while creating a common goal, vision, working parameters and a process to garner public input. He requested the Commission review the policy and direct Staff to coordinate an Open House.

Commission Business

Assistant City Administrator Patrick Brama discussed the potential redevelopment of some land near the node by Rum River Hills Golf Course. He stated conceptual plans were being reviewed by the City at this time and that the number of units was still uncertain.

Commissioner Bauer commented if the number of residents in this area were to increase, it may create additional interest in the node.

Chairperson Levine expressed concern with bringing in a warehouse use to the node as opposed to retail uses.

Development Services Manager Gladhill explained the original vision for this area was a small neighborhood retail center to serve the adjacent residents.

Assistant City Administrator Brama commented the EDA did not want to see the space opened up for warehouse or industrial uses.

LIST OF PARCEL OWNERS AND ADDRESSES

1. NATIONAL GROWTH LLC, NO ADDRESS ASSIGNED
2. ARNIE R BILLMARK, 14700 ARMSTRONG BLVD NW
3. NORDVIK INDUSTRIES, 8020 147TH AVE NW
4. DIVERSIFIED PAVING INC., 8019 146TH AVE NW
5. CITY OF RAMSEY HRA, NO ADDRESS ASSIGNED
6. CITY OF RAMSEY HRA, 8022 147TH AVE NW
7. WISER CHOICE LIQUOR, 14590 ARMSTRONG BLVD NW
8. CITY OF RAMSEY, 14550 ARMSTRONG BLVD NW
9. PETER CHALICH, 8100 146TH AVE NW
10. BNSF RR
11. ABERLE HOLDINGS INC, 8175 RIVERDALE DR NW
12. ABERLE HOLDINGS INC, 8151 RIVERDALE DR NW
13. ABERLE HOLDINGS INC, 8101 RIVERDALE DR NW
14. RAMSEY-ARBOR PROPERTIES LLC, 8075 RIVERDALE DR NW
15. BONNIE SANTARSIERO, NO ASSIGNED ADDRESS
16. JOSEPH H NATHE, 8380 HWY 10 NW
17. KASHI ASSOCIATES LLC, 8170 RIVERDALE DR NW
18. KASHI ASSOCIATES LLC, 8150 RIVERDALE DR NW
19. RODNEY & SANDRA PEARSON, 8149 144TH AVE NW
20. KANG SHIN CHUL ETAL, 8133 144TH AVE NW
21. KASHI ASSOCIATES LLC, 8100 RIVERDALE DR NW
22. KASHI ASSOCIATES LLC, 8070 RIVERDALE DR NW
23. KASHI ASSOCIATES LLC, 8070 RIVERDALE DR NW
24. HOPE FELLOWSHIP OF RAMSEY INC, NO ADDRESS ASSIGNED
25. ANOKA COUNTY, NO ADDRESS ASSIGNED
26. 2-OI LLC, 7550 HWY 10 NW
27. CITY OF RAMSEY, NO ADDRESS ASSIGNED

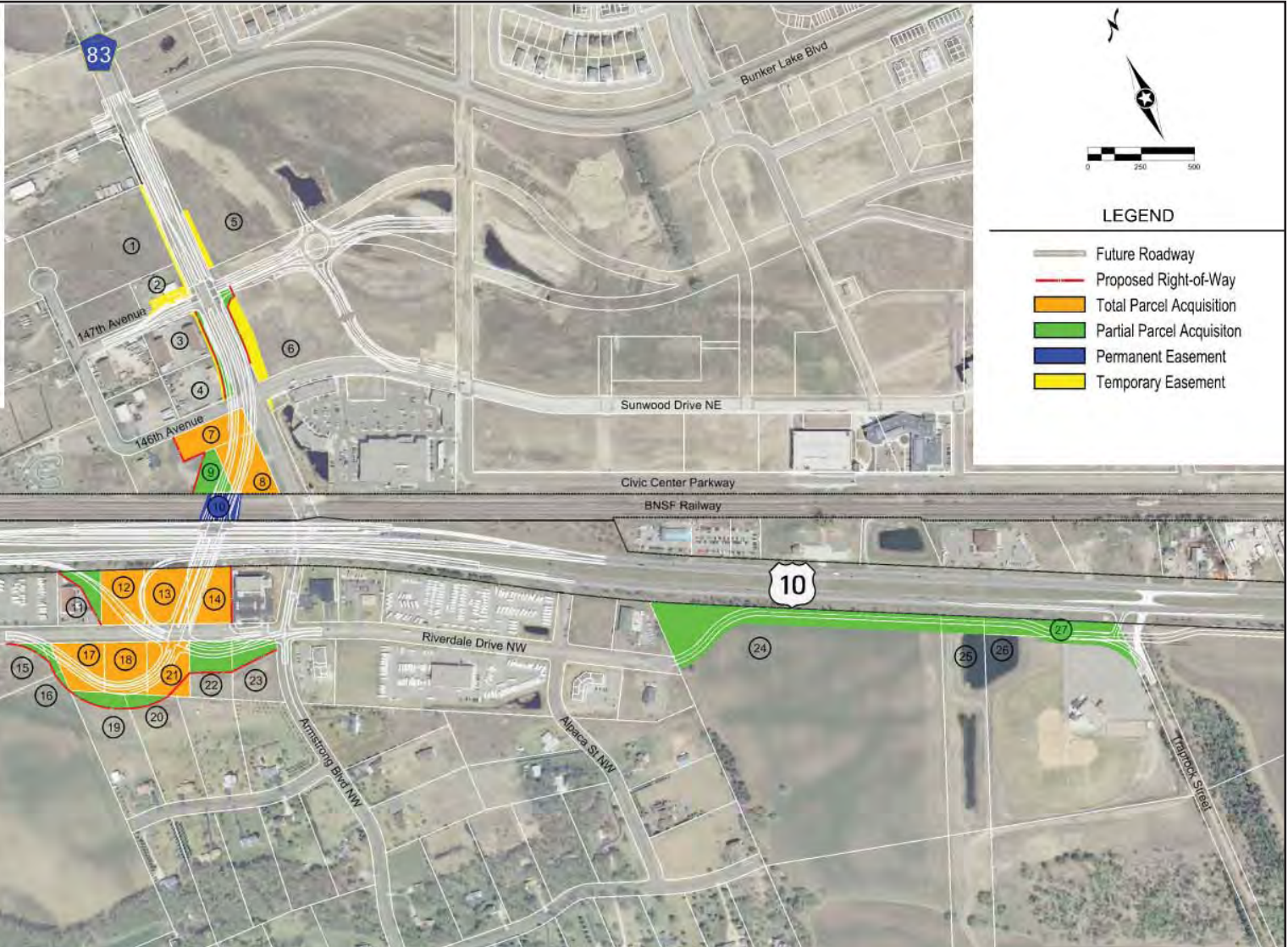
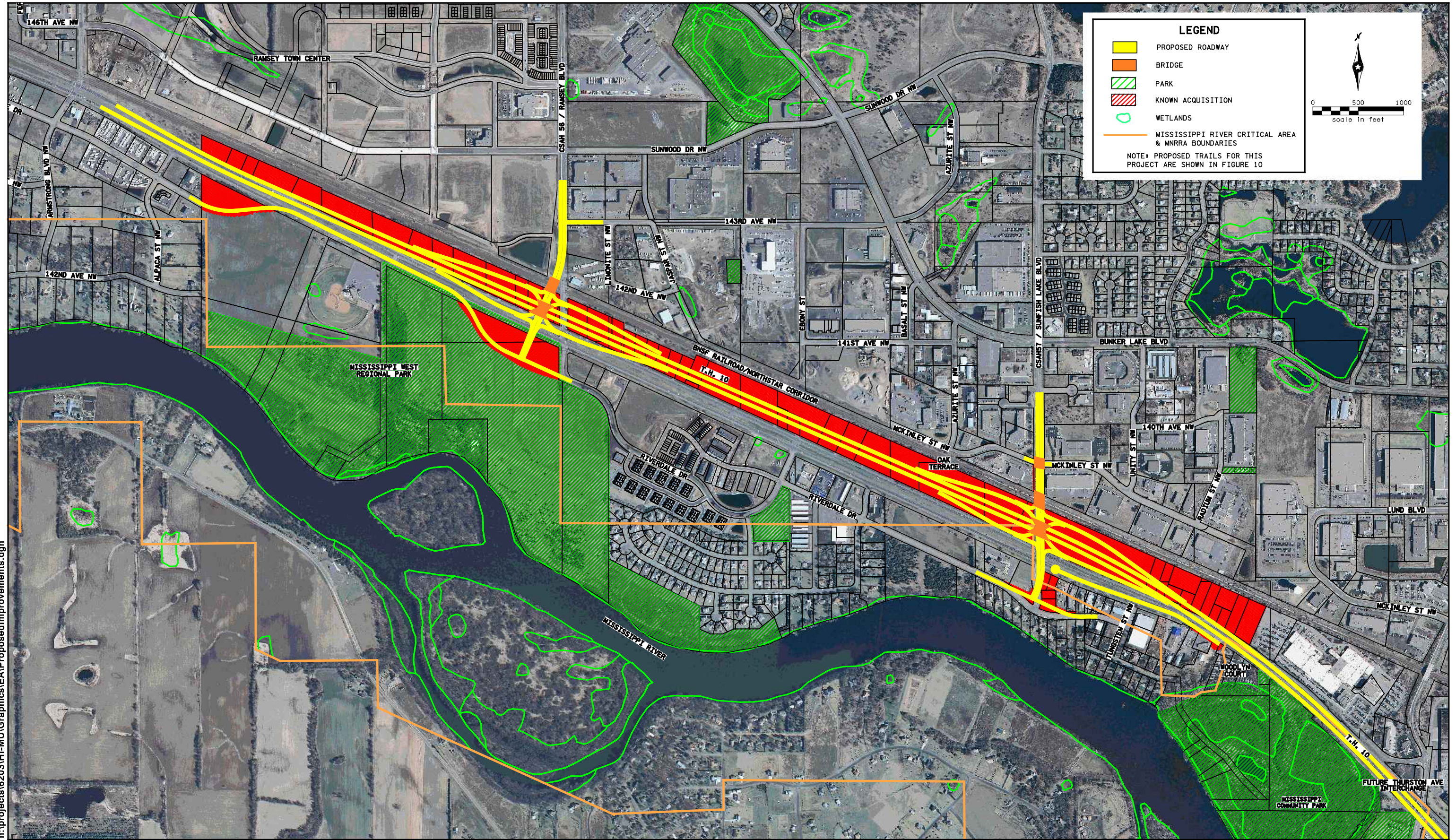


FIGURE 27: Right of Way Impacts

US 10 at CSAH 83 in the City of Ramsey, Anoka County, MN





n:\projects\6203\HI-MU\Graphics\EA\IP\Proposed Improvements.dgn

Proposed Improvements - Single-Points at Sunfish Lake and Ramsey Boulevards (A5)

TH 10 in Ramsey
 S.P. 199-010-11, S.P. 02-596-12, HPPH MN196(002)
 Anoka County, City of Ramsey, Mn/DOT

Meeting Date: 08/27/2013

By: Jo Thieling, Administrative Services

Information

Title:

Adopt Resolution #13-08-147 Requesting that Anoka County Housing and Redevelopment Authority (ACHRA) Allocate \$215,561 of its 2014 Levy toward Economic Development Activities in the City of Ramsey

Background:

During recent budget discussions, and in light of state imposed limits on the City's tax levy, staff was asked to prepare a request to the County HRA, requesting that they use their available Ramsey levy to support City expenses.

Ms. Karen Skepper of the Anoka County HRA has advised the City that the request has to be done by a resolution showing support of the City Council. The use of dollars generated by the County HRA levy is broadened now due to the City's recent passage of a resolution allowing the City to access County HRA dollars for economic development, whereas it was previously restricted to only housing projects.

Staff drafted the resolution necessary to complete the above-mentioned actions and attached them to this topic report.

Observations/Alternatives:

According to the County, the city has great control over the funds. It is the County's practice to place the collected levy into a fund that is then made available for eligible projects selected by that city. Typically, staff makes a request to ACHRA staff and they confirm that the request meets the requirements laid out in state statute. The next step requires the City Council to pass a resolution requesting the funding. The ACHRA board then approves the request and the money can be accessed. The Council may request additional projects at any time, based upon the available funding.

Once the City opts-in to the economic development portion of the ACHRA, by passing the attached resolution, the city can use all funding for housing, redevelopment or economic development. There are no caps or limits on how the city decides to allocate their projects.

Originally, Ramsey opted into the HRA for the purpose of developing senior housing. The County will also provide technical assistance, respond to funding requests and make periodic presentations as the City requests.

If a city opts in to the economic development activities they are "in" for 5 years. At the 5 year point the city can opt out by resolution. There is no penalty as no additional dollars are levied.

An important point is that under the current structure, the ACHRA can only undertake housing and redevelopment projects. If the City opts-in to the economic development activities, it expands the type of projects that will benefit the city. The levy stays the same either way.

The resolution states that the City Council authorizes the request to the ACHRA to allocate \$215,561 of its 2014 levy toward economic development activity in Ramsey, specifically for pay for personnel costs of the City Economic Development Authority (EDA) and City Housing and Redevelopment Authority (HRA).

Recommendation:

It is recommended that the Council approve the attached resolutions requesting and authorizing use of County HRA funds.

Funding Source:

N/A

Council Action:

Motion to adopt Resolution #13-08-147 Requesting that Anoka County Housing and Redevelopment Authority (ACHRA) Allocate \$215,561 of its 2014 Levy toward Economic Development Activities in the City of Ramsey

Attachments

Res Req ACHRA Funds

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kurt Ulrich

Date
08/22/2013 02:58 PM
Started On: 08/22/2013

Form Started By: Jo Thieling

Final Approval Date: 08/22/2013

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

RESOLUTION #13-08-147

RESOLUTION REQUESTING THAT ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY (HRA) ALLOCATE \$215,561 OF ITS 2014 LEVY TOWARD ECONOMIC DEVELOPMENT ACTIVITIES IN THE CITY OF RAMSEY

WHEREAS, annually the Anoka County HRA levies an HRA levy on Ramsey residents; and

WHEREAS, the levy has been used to help in funding certain development projects within the City of Ramsey; and

WHEREAS, economic development is deemed a high priority for our community and also benefits the County; and

WHEREAS, the City of Ramsey is requesting that the Anoka County HRA utilize its available tax levy for economic development activities in Ramsey.

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

1. That the Ramsey City Council authorizes the request to the Anoka County HRA to allocate \$215,561 of its 2014 levy toward economic development activity in Ramsey, specifically for pay for personnel costs of the City Economic Development Authority (EDA) and City Housing and Redevelopment Authority (HRA).

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 27th day of August, 2013.

Mayor

ATTEST:

City Clerk

Meeting Date: 08/27/2013

By: Colleen Lasher, Administrative Services

Information

Title:

Report from the Personnel Committee – August 27, 2013

Case 2 of 4: Resolution to End a Part-time Building Maintenance Worker's Probation

Case 3 of 4: Resolution to Hire a Building Official and Continue Relationship with St. Francis

Case 4 of 4: Resolution to Recruit for an Engineering Technician III

Note: Case 1 of 4 was for discussion only.

Background:

The following cases were presented at this evening's Personnel Committee meeting.

Case 2 of 4: Mr. Jeff Strelow was hired for the position of part-time Building Maintenance Worker on February 26, 2013 and was subject to a six-month probationary period. Mr. Strelow has successfully completed the required six-month probationary period. Staff recommends retaining Mr. Strelow as a regular part-time employee.

Case 3 of 4: On May 28, 2013, the City Council directed staff to end contracted Building Official services and to recruit for a City Building Official. Staff conducted this recruitment and received twenty-seven applications, sixteen of which met the minimum position requirements and eight candidates were interviewed. At this time, staff recommends hiring Mr. Rick Jarson, effective on or near September 16, 2013, at \$31.23 per hour (step 1 of the 2013 wage scale) with a credit of 10 vacation days. Mr. Jarson has successfully passed the City's background check, reference checks, physical and drug screen, as well as the work-style assessment.

Due to a spike in Building Division activity, staff found it necessary to utilize the services of neighboring cities and found the Saint Francis Chief Building Official to be particularly beneficial with a high level of expertise. Staff proposes continuing this relationship with Saint Francis by utilizing Mr. Andy Schreder for Chief Building Official services--limited to ten to twelve hours per week to provide additional expertise and to serve as a back-up Building Official during times of leave, etc.

Staff anticipates the hours necessary to contract with Saint Francis (St. Francis would invoice the City of Ramsey) would be offset by a reduction in hours provided by Inspectron, Inc. The City would likely experience a cost savings under this scenario due to a lower hourly rate contracting with Saint Francis. Inspectron Inc. would continue to be available in order to meet customer needs during times of spikes in activity levels. Staff feels that this proposal provides the City with a great degree of flexibility in moving forward.

As a side note, in the future, there may be an opportunity to develop a mutually beneficial shared services agreement for specialty inspection services such as mechanical inspections or plumbing inspections; this will be brought forward for City Council consideration at a later date.

Case 4 of 4: The City has had the Engineering Technician III position slated for recruitment and in the budget since January 1, 2013. The request to recruit has been put off due to the many changes in the Engineering Division and the desire to get Bruce Westby, our new City Engineer, acclimated and in-tune the the business needs of the division. Mr. Westby, in cooperation with City Administrator Ulrich, have determined that hiring an Engineering Technician III will allow the City to better meet its engineering needs and will better utilize current staffing time and talents.

The Engineering Technician III would be primarily involved with:

- Preparing construction plans, specifications and engineer's estimates
- Preparing as-built plans
- Providing primary and/or back-up construction inspection
- Providing primary and/or back-up topsoil inspections
- Providing primary and/or back-up stormwater infrastructure inspections for compliance with the city's Stormwater Pollution Prevention Program (SWPPP)
- Providing primary and/or back-up grading inspections (if adopted)

The rationale for hiring this position is described in the attached Evaluation Criteria for Vacant and New Positions form, along with a draft job description.

Once the recruitment is complete, staff will bring a case forward asking for authorization to hire.

Notification:

Observations/Alternatives:

Case 2 of 4: Alternatives are not applicable in this case..

Case 3 of 4: Option #1: Hire Mr. Rick Jarson as the City's new Building Official and to continue limited services with the Saint Francis Chief Building Official. The pros on this option include having a non-contracted full-time Building Official on staff, providing the City and staff with the greatest flexibility in meeting customer' needs, and having a trained back-up Building Official to cover leaves, etc. The cons are that the City would be adding to its fixed staff costs, however, as the May presentation on this topic indicated, the activity level for now and the foreseeable future, make this the most practical and cost-effective option.

Option #2: Hire Mr. Rick Jarson as the City's new Building Official and discontinue limited services with the Saint Francis Chief Building Official. The pros to this option are having a non-contracted full-time Building Official on staff. The cons would include less flexibility in meeting customers' needs and a lack of a trained back-up Building Official. Inspectron could also be used as a back-up, but at a higher price than utilizing St. Francis.

Option #3: Hire Mr. Rick Jarson as the City's new Building Official and direct staff based on discussion.

Case 4 of 4: Option #1: Authorize staff to begin a recruitment for an Engineering Technician III based on the available funding as described below. The pros to this option include: 1) supporting the City's financial well-being by providing in-house engineering services, 2) supporting the strategic initiative "Enhancing the State, County and City's transportation system," (i.e. if this position is not filled, the city will further delay the development and implementation of a long-term road maintenance plan and policy), 3) providing additional in-house resources to support the Engineering Division's work, 4) providing back-up when the Engineering Tech IV or Engineering Tech II are out of the office. The cons to this option include recruitment costs, which are minimal; and training costs.

Option #2: Direct staff to contract this function out. Staff feels that the pros to this option are limited to reduced hiring costs and reduced training costs. The cons to this option include less control over the process and work-product, possible high turnover, possible loss of knowledge if/when contractor leaves, and a higher annual cost--estimated at \$100,000 to \$140,000.

Option #3: Direct staff to act based on discussion.

Recommendation:

Case 2 of 4: To make a motion, which upon City Council approval, will remove Mr. Strelow from probation effective August 27, 2013 and retain him as part-time Building Maintenance Worker.

Case 3 of 4: To make a motion, which upon City Council approval, will authorize staff to move ahead with option #1 above to: Hire Mr. Rick Jarson as the City's new Building Official, effective on September 16, 2013, at \$31.23 per hour (step 1 of the 2013 wage scale) with a credit of 10 vacation days and to continue limited services with the Saint Francis Chief Building Official, as needed, but not to exceed an average of ten to twelve hours per week

Case 4 of 4: Option #1: Authorize staff to begin a recruitment for an Engineering Technician III based on the available funding as described below. The pros to this option include: 1) supporting the City's financial well-being by providing in-house engineering services, 2) supporting the strategic initiative "Enhancing the State, County and City's transportation system," (i.e. if this position is not filled, the city will further delay the development and implementation of a long-term road maintenance plan and policy), 3) providing additional in-house resources to support the Engineering Division's work, 4) providing back-up when the Engineering Tech IV or Engineering Tech II are out of the office. The cons to this option include recruitment costs, which are minimal; and training costs.

Option #2: Direct staff to contract this function out. Staff feels that the pros to this option are limited to reduced hiring costs and reduced training costs. The cons to this option include less control over the process and work-product, possible high turnover, possible loss of knowledge if/when contractor leaves, and a higher annual cost--estimated at \$100,000 to \$140,000.

Option #3: Direct staff to act based on discussion

Funding Source:

Case 2 of 4: There are no additional funds required to remove Mr. Strelow from probation.

Case 3 of 4: The Building Official position is a component of the General Fund. Expenses of the Building Division are paid by Building Permit revenue collected when Building Permits are issued. Assuming revenue projections in the 2013 budget are met, the costs of the position would already be covered as part of the current Professional Services Line Item. In response to revenue projections, the base permit levels are currently exceeding those year to date in 2012. The estimated 2013 budgetary impact, assuming a mid-September start date, is approximately \$26,540 to \$30,876. This excludes the required buy-out payment (i.e., 10% of the first year's salary) which would be due to Inspectron, Inc.

Case 4 of 4: The funding required for this position, based on a January 1, 2014, start date is budgeted at \$72,358 (wages, benefits, taxes). This figure assumes hiring at step 1 of the 2014 wage scale. The full wage scale is as follows:

January 1, 2014 through June 30, 2014 = \$24.17 to \$30.23 per hour
July 1, 2014 through December 31, 2014 = \$24.42 to \$30.53 per hour

Based on the outcome of the candidate pool, staff would like the latitude to competitively negotiate a starting wage based on the 2014 wage scale; subject to available funding within the Division.

The position is funded as follows:

40% - Engineering
30% - Street Maintenance
10% - Water
10% - Sewer
10% - Storm Water

Council Action:

Case 2 of 4: Motion to adopt resolution 13-08-142 which confirms the recommendation of the Personnel Committee to remove Mr. Jeff Strelow from probation and retain him as a part-time regular Building Maintenance Worker.

Case 3 of 4: Motion to adopt resolution #13-08-145, which confirms the recommendation of the Personnel Committee to hire Mr. Rick Jarson as the City's new Building Official, effective on September 16, 2013, at \$31.23 per hour (step 1 of the 2013 wage scale) with a credit of 10 vacation days and to continue limited services with the Saint Francis Chief Building Official, as needed, but not to exceed an average of ten to twelve hours per week.

Case 4 of 4: Motion to adopt resolution #13-08-146, which confirms the recommendation of the Personnel Committee to authorize staff to begin a recruitment for an Engineering Technician III, posted at the position's full pay scale.

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kurt Ulrich

Date
08/22/2013 04:25 PM
Started On: 08/16/2013 10:30 AM

Form Started By: Colleen Lasher

Final Approval Date: 08/22/2013