

City of Ramsey
Agenda
Regular City Council
Tuesday, October 8, 2013
7:00 pm

Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentations

1. Presentation by Fire Chief Kapler to Fire Fighters: Jeff Kagol, Alex Merritt, Mike Nelson, Adam Schrag and Scott Widstrom

2. Presentation by Meghan Mathson - 2013 Happy Days Recap

3. Presentation by President Kent Hanson, Anoka Technical College and Anoka Ramsey Community College - *Attachment*

2. Re-Cap of the City of Ramsey's 2013 Happy Days Festival

Staff will be making a presentation to provide the Council with a brief re-cap of the 2013 Happy Days festival. In addition, Staff would like to honor & thank the team of volunteers that were involved with the planning, coordination, and execution of the event and recognize all others who made vital contributions.

3. Presentation by President Kent Hanson, Anoka Technical College/Anoka-Ramsey Community College

President Hanson would like to take this opportunity to introduce himself as well as talk about his goals for the colleges. Attached is a handout from President Hanson titled Community Outreach.

3. Citizen Input

4. Consent Agenda

1. Receive 2013 Building Division Month End Report: September

2. Approve the Following Meeting Minutes:

1. City Council Work Session - September 24, 2013

2. City Council Regular - September 24, 2013

3. Approve License Applications

4. Approve Amendment to Resolution #13-09-172 Resolution to End Firefighters' Probation

5. Approve Receipt of Pedestrian and Bicycle Trail Easement

6. Adopt Resolution #13-10-174 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 19, 2013 through October 2, 2013

7. Report from Public Works Committee dated September 17, 2013.
 1. Consider Allowing the Use of High Density Polyethylene Pipe for Water Service Line: Ratify the recommendation of the Public Works Committee to recommend that the City Council amend City Code Section 58-113(a) to allow the use of High Density Polyethylene (HDPE) pipe in lieu of soft copper for water service lines from the curb stop to the residence.
Committee/Staff Input
 1. Signal Timing on Highway 10 Corridor: Informational; no action required.
 2. 2013 Public Works Department Operations and Staffing Survey Results: Informational: no action required.

5. Approve Agenda

6. Public Hearing

1. Public Hearing - Introduction of Franchise Ordinances with Anoka Municipal Utility and Connexus Energy
2. Public Hearing - Introduction of Franchise Fee Ordinances with Anoka Municipal Utility, CenterPoint Energy, and Connexus Energy

7. Council Business

1. Introduce Ordinance Amending Section 58-113 (Water Connections) of the Ramsey City Code and Call for Public Hearing
2. Consider Final Plat Approval of Oakwood Acres Located Along 167th Avenue, West of Nowthen Boulevard and Approve Development Agreement; Case of Oakwood Land Development
3. 15153 Nowthen Blvd Property Development: Adopt Public Input Process

8. Mayor/Council/Staff Input

1. Former Municipal Center Collaborative Process was originally scheduled for Thursday, October 24. That meeting is being rescheduled.

2. Discuss potential Joint Meeting for 5:00 p.m., Tuesday, Oct. 29 - Alexander Ramsey Rm - City Council/Planning Commission/EDA

Tentative topics for discussion: 1. US Hwy 10 Access Planning Study; 2. Small Area Planning - a) Former Mcpl Center/Current Fire Station #2b) 167th Avenue Node; and c) Future Business Park. 3. Mississippi River Corridor Critical Area Rulemaking - MnDNR

9. Adjournment

Meeting Date: 10/08/2013

Information

Title:

Re-Cap of the City of Ramsey's 2013 Happy Days Festival

Background:

Staff will be making a presentation to provide the Council with a brief re-cap of the 2013 Happy Days festival. In addition, Staff would like to honor & thank the team of volunteers that were involved with the planning, coordination, and execution of the event and recognize all others who made vital contributions.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kathy Schmitz	Kathy Schmitz	10/03/2013 02:37 PM
Patrick Brama	Patrick Brama	10/03/2013 02:38 PM
Kurt Ulrich	Kurt Ulrich	10/03/2013 03:08 PM
Form Started By: Meghan Mathson		Started On: 09/25/2013 11:16 AM
Final Approval Date: 10/03/2013		

Meeting Date: 10/08/2013

Information

Title:

Presentation by President Kent Hanson, Anoka Technical College/Anoka-Ramsey Community College

Background:

President Hanson would like to take this opportunity to introduce himself as well as talk about his goals for the colleges. Attached is a handout from President Hanson titled Community Outreach.

Attachments

Community Outreach Booklet

Form Review

Inbox

Kurt Ulrich

Form Started By: Jo Thieling

Final Approval Date: 10/03/2013

Reviewed By

Kurt Ulrich

Date

10/03/2013 10:00 AM

Started On: 10/01/2013 03:46 PM



ANOKA-RAMSEY
COMMUNITY COLLEGE

Community Outreach

Kent Hanson, College President

FY 2014 Presidential Goals

- Build relationships and trust with internal and external stakeholders
- Develop a strategic plan — after Jan. 1
- Work on alignment
- Develop a long-term enrollment and financial plan
- Leadership models: Philosophy & Transparency
- Accountability Measures

Role of Two-Year Colleges

- Public two year colleges are one of the largest segments of higher education enrolling almost as many students as public four year institutions enrolling almost 7 million students in Fall 2012.* **
- With their open admissions policies and low tuition they are an especially attractive option for older students and working adults and for students who need remedial work.****
- They are the main provider of college education to low income students and students whose parents did not attend college.**
- Over 60% of students who transfer from a two year to a four year college complete a four year degree in a recent study by the National Student Clearinghouse.***
- Community colleges provide employers with a well trained workforce and work with industry partners to meet particular work force needs.****
- Community colleges are a cultural asset improving the quality of life in their communities.****
- Provide an opportunity for high school students to gain some college experience and earn college credit, increasing their odds for success when they continue their education.

*Building American Skills Through Community Colleges at www.whitehouse.gov

**Community College Research Center

***National Student Clearinghouse

****American Association of Community Colleges

Goal 1

**Ensure Access to an Extraordinary
Education
for All Minnesotans**

*Quality Graduates – Student Success
Affordability – Diversity*



Licensure Exam Pass Rates

**Student Persistence and
Completion**

All Students & Students of Color

**Campus Diversity Climate
Employees of Color
Students of Color**



Tuition and Fees

Goal 4

**Collective Success of the MnSCU
System in Serving the State & Region**



Successful Transfers

Goal 2

**Be a Partner of Choice to Meet
Community and Workforce Needs**



**Certificates and Degrees Awarded
Related Employment of Graduates
Customized Training/Cont. Ed.
Enrollment**

Goal 3

**Provide Highest Value/Most Cost-
Effective Higher Education Option**



**Institutional Support Expenses
Instructional Cost Per FYE**



**Space Utilization
Private Giving
Grants
Customized Training/Con't. Ed.
Revenue**

**Composite Financial Index (CFI)
Facilities Condition Index (FCI)**

MnSCU Strategic Framework Metrics					
Metric	Reporting Level	ARCC Current	ARCC Goal*	ATC Current	ATC Goal*
Goal 1: Provide Access to Extraordinary Education for All Minnesotans					
Area: Quality of Graduates					
1.1 Program Learning Outcomes (<i>in development</i>)	Institution	NA	NA	NA	NA
1.2 Licensure Exams Pass Rate	Institution	90.9%	90.9%	98.3%	95.0%
Area: Student Success					
1.3 Student Persistence and Completion	Institution	65.0%	71.4%	64.6%	73.1%
1.4 Completion Rate	Institution	48.0%	54.0%	49.4%	55.4%
Area: Affordability					
1.5A Net Tuition and Fees	System	NA	NA	NA	NA
1.5B Trajectory of Tuition and Fees	Institution	\$167	\$155	\$83	\$155
Area: Diversity					
1.6 Employee Diversity - Employees of Color	Institution	8.7%	11.5%	5.4%	8.2%
1.7 Student Diversity - Students of Color	Institution	18.2%	19.3%	18.8%	20.0%
1.8 Student Persistence & Completion - Diverse Populations	Institution	0.86	0.96	0.78	0.96
1.9 Completion Rate - Diverse Populations	Institution	0.83	0.97	0.81	0.97
1.10 Campus Diversity Climate	Institution	13.0	13.7	12.2	13.4
Goal 2: Be the Partner of Choice to Meet Community and Workforce Needs					
2.1 Certificates and Degrees Awarded	Institution	1,133	1,192	502	558
2.2 Related Employment of Graduates	Institution	62.5%	76.2%	86.1%	93.7%
2.3 Align Academic Programs with Workforce Needs	State	NA	NA	NA	NA
2.4 Customized Training/Cont. Ed. Enrollment	Institution	567	595	1,555	1,633
Goal 3: Provide Highest Value/Most Cost-Effective Higher Education Option					
Area: Efficient Use of Resources					
3.1 Institutional Support Expenses	Institution	11.0	10.0-11.5	20.7	10.0-11.5
Area: Steward Financial and Physical Resources					
3.2 Space Utilization	Institution	84.0%	98.5%	59.7%	74.2%
3.3 Instructional Cost Per FYE	Institution	0.92	0.92	1.08	1.00
3.4 Composite Financial Index (CFI)	Institution	4.36	3.00	3.18	3.00
3.5 Facilities Condition Index (FCI)	Institution	0.11	0.07-0.13	0.06	0.07-0.13
Area: Develop New Resources					
3.6 Private Giving (in millions)	Institution	\$1.47	\$1.91	\$1.90	\$2.47
3.7 Grants (in millions)	Institution	\$3.51	\$4.04	\$0.25	\$0.29
3.8 Customized Training & Cont. Ed. Revenue (in millions)	Institution	\$1.04	\$1.25	\$1.26	\$1.51
Goal 4: Collective Success of the MnSCU System in Serving the State and Regions					
4.1 Successful Transfer	Institution	80.1%	88.6%	53.8%	62.3%
4.2 System Market Share of Awards Conferred	System	NA	NA	NA	NA
4.3 System Share of Higher Education Enrollment	System	NA	NA	NA	NA
Note: * 5-year goals with most of the final measures occurring in FY 2017.					



Anoka-Ramsey and Anoka Tech are members of the Minnesota State Colleges and Universities System that is comprised of 54 campuses in 47 Minnesota communities, serving more than 430,000 students, with 120,000 students taking non-credit courses and customized training programs designed for businesses. Overall, the system produces 41,700 graduates each year, of whom 81% get jobs in related fields and 80% stay in Minnesota, contributing to the state's economy.

Anoka-Ramsey Community College

Anoka Technical College

Enrollment Headcounts for FY13

(Numbers are preliminary.)

12,552 unduplicated headcount

Total = 15,443

2,891 unduplicated headcount

Fall 2012 30th day top 5 cities

Fall 2012 30th day top 5 cities

Collegewide

Coon Rapids Campus

CITY	N	%
Coon Rapids	1,143	13.7
Blaine	659	8.6
Andover	549	7.7
Ramsey	450	6.7
Cambridge	395	6.3

CITY	N	%
Coon Rapids	1,134	14.6
Blaine	649	8.4
Andover	538	6.9
Ramsey	444	6.7
Anoka	341	4.4

CITY	N	%
Coon Rapids	231	10.7
Ramsey	153	7.1
Anoka	142	6.6
Blaine	142	6.6
Elk River	120	5.6

Cambridge Campus

CITY	N	%
Cambridge	357	14.1
Isanti	247	9.7
North Branch	240	9.5
Princeton	222	8.8
Stacy	91	3.6

Awards for FY12

1,160 awards granted in FY12

574 awards granted in FY12

- Coon Rapids Campus = 874
- Cambridge Campus = 286

Tuition Frozen for Two Years at Both Colleges!

Lowest-cost Tuition in Minnesota = \$144.96 per credit

Affordable Tuition = \$166.96 per credit

FY14 Budgets

REVENUE	
Appropriation	\$16,942,431
Tuition	\$23,838,614
Fees and Other	\$3,346,720
TOTAL	\$44,127,765

REVENUE	
Appropriation	\$7,292,629
Tuition	\$7,915,781
Fees and Other	\$3,363,865
TOTAL	\$18,572,275

Economic Impact Study

Wilder Research study that estimates the economic impact of Anoka-Ramsey on the regional economy to be \$327 million dollars and 3,235 jobs.

Based on the number of students and employees, it is estimated that Anoka Technical College adds \$78.5 million dollars and 776 jobs to the local economy.

Concurrent Enrollment Partnerships

Andover High School, Anoka High School, Blaine High School, Cambridge-Isanti High School, Centennial High School, Champlin Park High School, Coon Rapids High School, Irondale High School, Kimball High School, Mounds View High School, North Branch Area High School, Princeton High School, Rush City High School, Spectrum High School, Wayzata High School

Anoka High School, Blaine High School, Andover High School, Champlin Park High School, Coon Rapids High School, Crossroads High School, Transition Plus

Employees FY13

Employees = 652

Employees = 276

Alignment Cost Savings

By aligning infrastructure departments, several college employees have responsibilities across both colleges, three campuses. To date, the two colleges have saved **\$586,167** in salaries and benefits.

Business Partnerships

From FY08 to FY12, the college served a total of 154 companies.

In FY12, the college served 60 companies.

College Programs

<ul style="list-style-type: none"> Accounting Accounting Practitioner Administrative Specialist Applied Engineering - Biomedical Design & Manufacturing Art Art (emphasis) Associate in Arts (1) Athletic Coaching Biological Sciences Biomedical Core Biomedical Industry Documentation/Configuration Management Biomedical Industry Quality Systems Biomedical Technician Biomedical Technology * Business (2) Business Administration Business Communications Business Computer Applications Business Generalist Business, Industry & Technology Clinical Research Professional Community Health Computer Help Desk Specialist Computer Networking & Telecommunications Computer Network Security Computer Network Support & Administration Computer Programming Computer Science Creative Writing 	<ul style="list-style-type: none"> Creative Writing (emphasis) Education (emphasis) English Literature (emphasis) Environmental Science Fitness Specialist Fine Arts * Graduate Reading Health Sciences Human Resources Associate Integrative Health & Healing * Leadership/Supervisory Management Management/Marketing (emphasis) Music Network Administration Nursing: LPN Mobility Nursing: Two-Year Professional Nurse (3) Nursing: RN to BSN Office Technology Pharmacy Technician * Physical Therapist Assistant * Pre-Engineering Psychology (emphasis) Retail Management Sales Management Small Business Accounting Special Education System Administration Teaching Secondary Student Licensure Teaching Education K-8 Licensure Theatre
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(1-3) Top three largest programs

* Unique Programs

<ul style="list-style-type: none"> Accounting <ul style="list-style-type: none"> ■ Bookkeeper ■ Accounting Payroll ■ Accounting Tax Preparer Administrative Specialist Architectural and Construction Technician Architectural Technology Automotive Technician Community Social Services Construction Electrician Construction Estimating Electronic Engineering Technology <ul style="list-style-type: none"> ■ A+ Personal Computer Support ■ Computer Servicing/Networking Technician ■ Electronic Controls Technician ■ Electronics I ■ Electronics II ■ Special Electronics Technician Emergency Medical Services Golf Course Grounds Management Grounds Maintenance Technician Health Information Technology Health Technology (1) Information Technology Management (3) <ul style="list-style-type: none"> ■ Convergence Technology ■ Information Systems Analyst ■ Multimedia and Game Programming ■ Network Analyst ■ Software Development ■ Web Design and Development 	<ul style="list-style-type: none"> Judicial Reporting* <ul style="list-style-type: none"> ■ Broadcast Captioning/CART ■ Scoping/Proofreading Landscape Technology Landscape Technician Legal Administrative Assistant Machine Trades <ul style="list-style-type: none"> ■ CNC Machinist ■ CNC Manufacturing Technology ■ Machinist ■ Multi-axis Machining Advanced Mechanical CAD Drafting and Design <ul style="list-style-type: none"> ■ Basic CAD Drafting ■ Advanced CAD Drafting ■ CAD Drafter Medical Administrative Specialist Medical Assistant Medical Receptionist Medical Coding Specialist Nursing Assistant/Home Health Aid Occupational Therapy Assistant * Practical Nursing (2) Supervisory Management <ul style="list-style-type: none"> ■ Human Resource Development * ■ Quality Supervision ■ Supervisory Leadership Surgical Technology * Welding <ul style="list-style-type: none"> ■ Basic Welding ■ Advanced Welding ■ Welding Fabricator ■ Pipe Welder
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(1-3) Top three largest programs

* Unique Programs

Questions

- What challenges and opportunities do you see for the college in the next 5 years? 10 years?
- What could the college be doing better?
- What do you value most about the college?



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Anoka Tech Campus

1355 West Hwy 10
Anoka, MN 55303

Cambridge Campus

300 Spirit River Dr S
Cambridge, MN 55008

Coon Rapids Campus

11200 Mississippi Blvd
Coon Rapids, MN 55433

CC Regular Session

4. 1.

Meeting Date: 10/08/2013

Submitted For: Katy Okerstrom, Community Development

By: MaryJo Warner, Engineering/Public Works

Information

Title

Receive 2013 Building Division Month End Report: September

Background:

Attached is the Monthly Building Report for September 2013.

Action:

Motion to receive the Building Permit Report for September 2013.

Attachments

[Permit Summary](#)

[Permit Detail](#)

Form Review

Inbox	Reviewed By	Date
Katy Okerstrom	Katy Okerstrom	10/02/2013 11:33 AM
Tim Gladhill	Tim Gladhill	10/02/2013 12:00 PM
Kurt Ulrich	Kurt Ulrich	10/03/2013 09:52 AM
Form Started By: MaryJo Warner		Started On: 09/30/2013 01:06 PM
Final Approval Date: 10/03/2013		

City of Ramsey Permits Issued

	----- CURRENT RANGE ----- 9/1/2013 - 9/30/2013				----- PREVIOUS RANGE ----- 9/1/2012 - 9/30/2012			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Building								
Commercial	4	1,355.25	92,055.00	851.99	0	0.00	0.00	0.00
Residential	56	66,896.50	10,951,565.00	31,078.60	51	13,958.75	777,411.00	3,351.04
Subtotal	60	68,251.75	11,043,620.00	31,930.59	51	13,958.75	777,411.00	3,351.04
Electrical								
Commercial	14	1,587.00	0.00	0.00	4	304.00	0.00	0.00
Residential	71	3,715.00	0.00	0.00	37	2,722.00	0.00	0.00
Subtotal	85	5,302.00	0.00	0.00	41	3,026.00	0.00	0.00
Fire								
Burning	2	50.00	0.00	0.00	1	25.00	0.00	0.00
Fire Alarm / Device	2	564.70	34,602.00	367.05	0	0.00	0.00	0.00
Fire Sprinkler	1	377.25	23,440.00	245.21	2	422.00	25,000.00	254.31
Fireworks	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Tent / Temp Membrane	1	50.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	6	1,041.95	58,042.00	612.26	3	447.00	25,000.00	254.31
Mechanical								
Commercial	1	1,890.00	189,000.00	1,228.50	1	100.00	10,000.00	65.00
Residential	10	517.00	1,500.00	0.00	13	705.00	0.00	0.00
Subtotal	11	2,407.00	190,500.00	1,228.50	14	805.00	10,000.00	65.00
Plumbing								
Commercial	2	360.00	3,000.00	0.00	1	150.00	10,000.00	0.00
Residential	10	389.00	3,000.00	0.00	8	421.00	0.00	0.00
Subtotal	12	749.00	6,000.00	0.00	9	571.00	10,000.00	0.00
Sewer & Water								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Sign								
Commercial	7	550.00	0.00	0.00	1	100.00	0.00	0.00
Institutional	0	0.00	0.00	0.00	1	100.00	0.00	0.00
Subtotal	7	550.00	0.00	0.00	2	200.00	0.00	0.00

City of Ramsey Permits Issued

	----- CURRENT RANGE ----- 9/1/2013 - 9/30/2013				----- PREVIOUS RANGE ----- 9/1/2012 - 9/30/2012			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Temporary Use								
Residential	2	7,500.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	2	7,500.00	0.00	0.00	0	0.00	0.00	0.00
User Defined								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	18	4,700.00	0.00	0.00	32	5,750.00	0.00	0.00
Subtotal	18	4,700.00	0.00	0.00	32	5,750.00	0.00	0.00
Zoning								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	4	125.00	0.00	0.00	5	125.00	0.00	0.00
Subtotal	4	125.00	0.00	0.00	5	125.00	0.00	0.00
Total	205	90,626.70	11,298,162.00	33,771.35	157	24,882.75	822,411.00	3,670.35

Report Name:
 Permits Issued with Description
 Issued Dates:
 9/1/2013 to 9/30/2013

City of Ramsey

Permits Issued with Description

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<u>Permit Description</u>	<u>Permit Count</u>	<u>Base Fee</u>	<u>Plan Review</u>	<u>Valuation</u>
Building				
<u>Commercial</u>				
Build-Out	3	1,075.00	669.83	76,055
Miscellaneous	1	280.25	182.16	16,000
Sub Total:	4	1,355.25	851.99	92,055
<u>Residential</u>				
Accessory Structure	3	1,021.25	663.82	62,003
Apartment	1	35,956.75	23,371.89	8,500,000
Deck	5	470.00	0.00	0
Dwelling	3	1,478.75	664.30	103,500
New Dwelling	11	23,238.25	6,378.59	2,138,062
Roofing	13	1,222.00	0.00	0
Roofing & Siding	1	188.00	0.00	0
Siding	5	2,005.50	0.00	148,000
Window Replacement	14	1,316.00	0.00	0
Sub Total:	56	66,896.50	31,078.60	10,951,565
TOTAL:	60	68,251.75	31,930.59	11,043,620

Electrical				
<u>Commercial</u>				
Addition	1	70.00	0.00	0
Alteration	1	100.00	0.00	0
Build-Out	3	367.00	0.00	0
Fire Alarm System	1	35.00	0.00	0
Miscellaneous	7	914.00	0.00	0
Order For Payment	1	101.00	0.00	0
Sub Total:	14	1,587.00	0.00	0
<u>Residential</u>				
Accessory Structure	1	70.00	0.00	0
Dwelling	10	1,375.00	0.00	0
Furnace & Air Conditioner	3	105.00	0.00	0
Miscellaneous	46	1,665.00	0.00	0
Order For Payment	5	185.00	0.00	0
Porch	1	70.00	0.00	0
Remodel	1	70.00	0.00	0
Septic Pump	1	35.00	0.00	0
Service Upgrade	1	35.00	0.00	0
Swimming Pool	1	70.00	0.00	0
Water Heater	1	35.00	0.00	0
Sub Total:	71	3,715.00	0.00	0
TOTAL:	85	5,302.00	0.00	0

Fire				
<u>Burning</u>				

Report Name:
 Permits Issued with Description
 Issued Dates:
 9/1/2013 to 9/30/2013

City of Ramsey Permits Issued with Description

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<u>Permit Description</u>	<u>Permit Count</u>	<u>Base Fee</u>	<u>Plan Review</u>	<u>Valuation</u>
Residential	2	50.00	0.00	0
Sub Total:	2	50.00	0.00	0
<u>Fire Alarm / Device</u>				
Commercial	2	564.70	367.05	34,602
Sub Total:	2	564.70	367.05	34,602
<u>Fire Sprinkler</u>				
Commercial	1	377.25	245.21	23,440
Sub Total:	1	377.25	245.21	23,440
<u>Tent / Temp Membrane</u>				
Commercial	1	50.00	0.00	0
Sub Total:	1	50.00	0.00	0
TOTAL:	6	1,041.95	612.26	58,042

Mechanical

<u>Commercial</u>				
Accessory Structure	1	1,890.00	1,228.50	189,000
Sub Total:	1	1,890.00	1,228.50	189,000
<u>Residential</u>				
Dwelling	1	94.00	0.00	1,500
Furnace	1	47.00	0.00	0
Furnace & Air Conditioner	7	329.00	0.00	0
Miscellaneous	1	47.00	0.00	0
Sub Total:	10	517.00	0.00	1,500
TOTAL:	11	2,407.00	1,228.50	190,500

Plumbing

<u>Commercial</u>				
Accessory Structure	1	300.00	0.00	3,000
RPZ / Vacuum Breaker	1	60.00	0.00	0
Sub Total:	2	360.00	0.00	3,000
<u>Residential</u>				
Dwelling	1	94.00	0.00	3,000
Irrigation	1	47.00	0.00	0
Water Heater	3	141.00	0.00	0
Water Heater and Water Softener	1	62.00	0.00	0
Water Meter	1	0.00	0.00	0
Water Softener	3	45.00	0.00	0
Sub Total:	10	389.00	0.00	3,000
TOTAL:	12	749.00	0.00	6,000

Sign

Commercial

Report Name:
 Permits Issued with Description
 Issued Dates:
 9/1/2013 to 9/30/2013

City of Ramsey

Permits Issued with Description

Printed: 10/1/2013
 Page: 3

<u>Permit Description</u>	<u>Permit Count</u>	<u>Base Fee</u>	<u>Plan Review</u>	<u>Valuation</u>
Permenant	4	400.00	0.00	0
Temporary	3	150.00	0.00	0
Sub Total:	7	550.00	0.00	0
TOTAL:	7	550.00	0.00	0
Temporary Use				
Residential				
Landscape	2	7,500.00	0.00	0
Sub Total:	2	7,500.00	0.00	0
TOTAL:	2	7,500.00	0.00	0
User Defined				
Residential				
Pumping Permit	12	3,800.00	0.00	0
Tank(s)	1	150.00	0.00	0
Tank(s) & Drainfield	5	750.00	0.00	0
Sub Total:	18	4,700.00	0.00	0
TOTAL:	18	4,700.00	0.00	0
Zoning				
Residential				
Accessory Structure 120 Sq. Ft. or Smaller	1	25.00	0.00	0
Driveway	1	25.00	0.00	0
Fence	2	75.00	0.00	0
Sub Total:	4	125.00	0.00	0
TOTAL:	4	125.00	0.00	0
Grand Total:	205	90,626.70	33,771.35	11,298,162

CC Regular Session

4. 2.

Meeting Date: 10/08/2013

By: Jo Thieling, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session - September 24, 2013
2. City Council Regular - September 24, 2013

Background:

The meeting minutes for Council review and approval are attached.

Action:

Motion to approve the following meeting minutes:

1. City Council Work Session - September 24, 2013
 2. City Council Regular - September 24, 2013
-

Attachments

09242013 CCWS Mts

09242013 CC Mts

Form Review

Form Started By: Jo Thieling
Final Approval Date: 10/01/2013

Started On: 10/01/2013 11:55 AM

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, September 24, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Randy Backous
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley

Member Absent: Councilmember Jason Tossey

Also Present: Acting City Administrator/Finance Director Diana Lund
Fire Chief Dean Kapler
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
Assistant to the City Administrator Patrick Brama
City Attorney Joe Langel

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 6:00 p.m.

2. TOPICS FOR DISCUSSION

2.01: Receive Presentation by Leigh Lenzmeier, Chair of Northstar Corridor Development Authority

Leigh Lenzmeier, Stearns County Commissioner and Chair of the Northstar Corridor Development Authority, explained that he is making an effort to better communicate with City Councils in Station cities. Mr. Lenzmeier stated for the next two years, the big focus will be on Station cities. He explained there are two philosophies with transportation service: to connect developments; and, to create a transportation corridor where you think development should be located. Mr. Lenzmeier stated Northstar does not have the density the Hiawatha line enjoys but The COR development is the model and what is needed. It also demonstrates two competing types of multi-family housing (work force housing and higher rent boomer-generation housing). In addition, land use is the key to move forward with Northstar.

Jill Brown, Northstar Marketing Director, provided a presentation on the Northstar Line, Hiawatha Line, and the Central Line that will open in several months, all coming together at the Target Center Transit Station. She stated that means there will be 500 trains per day in addition to 2,000 bus connection per day at the Target Center Transit Station. Ms. Brown stated people now want to move in different ways, especially Millennials who are embracing transit better than previous generations. She advised of the housing, commercial, industrial, medical facility, and parking projects underway in Big Lake, Elk River, Ramsey, Anoka, Coon Rapids, and Fridley. She reported that ridership is up with August of 2013 being the best month to-date. Ms. Brown thanked City staff for its work with Northstar and provided a fact sheet relating to the Northstar Commuter Rail.

Mr. Lenzmeier stated in 2015 he would like to work towards linking private transportation (i.e., employers) to the transit stations. He described how calls about transit are handled as well as dispatcher training, noting they would like to improve communication so the dispatchers get to know each other personally. Mr. Lenzmeier described a program that significantly raised awareness of the need for Wi-Fi on the commuter train. Wi-Fi is now available on one car so it can be determined how it will work out. He stated this makes the Northstar Millennial friendly, which is important as that generation supports transit.

Mr. Lenzmeier stated the interchange depot opens April 7, 2014, the same day as the Twin's opening game and by July 15, which is the All Star game at the Twin's Stadium, all of the kinks should be worked out. He noted having that transit depot will widen the opportunity for transit routes.

Mr. Lenzmeier explained that the St. Cloud State Technological College advertising program has done some high profile campaigns and taken on non-profit and government projects at no cost. In addition, they will meet with North Hennepin and Anoka Ramsey to see if there is a piece for those schools in the Northstar effort. Mr. Lenzmeier stated he knew he would not get additional staff or funding so he is exploring those opportunities. He indicated that City Administrator Ulrich has been very helpful in their efforts.

Councilmember Kuzma thanked Mr. Lenzmeier for doing a great job.

Mr. Lenzmeier stated it is exciting, especially for the apartment boom that developers claim has another two years to run so he is optimistic there will be more development in Station cities.

Councilmember Backous noted the drop off in ridership coincides each year with the baseball season and stated he thinks the new station will provide the opportunity to use other routes.

Mr. Lenzmeier stated it is correct that special events added a significant increase to ridership but what is significant about the August figures, is that special event ridership was down significantly and the core market increase is commuters. He stated another significant difference between the two lines is that Hiawatha owns its right-of-way but Northstar rents its right-of-way.

Councilmember Backous asked whether the Twins organization participated in costs, as they are a huge benefactor.

Ms. Brown stated the Twins contributed more than \$2 million to build the Target Center Station.

Mr. Lenzmeier stated the two largest events were the Kenny Chesney concerts last year and this year. This year 12,000 people arrived by train and 2,000 by Northstar, with that ridership driven by the alcohol legal limit of .08 so they can party. He stated projections are best estimates and while Hiawatha met 20 year projections in year 2, that has not occurred with Northstar but it is getting better.

Mayor Strommen asked if there are recommendations for Ramsey or other Station cities to advance Northstar and how it can be best used with economic development.

Mr. Lenzmeier stated the City can welcome developers, as density is the driving element. He noted Ramsey is ahead of the game and he actually promotes Ramsey's efforts and model when he talks with the other five Station cities. He stated the opportunity for retail is not what you think it would be because commuters are in a hurry and will probably not stop to eat at a restaurant or go shopping. However, there may be more opportunity for destination-types of uses. He stated he hopes their linkage with schools will be fruitful and indicated they will keep City Administrator Ulrich and the Council updated. Mr. Lenzmeier urged the Council to talk up Northstar and promote it whenever possible.

Mayor Strommen thanked Mr. Lenzmeier and Ms. Brown for providing this update.

2.02: Potential Future Business Park Lane (Update Only)

Assistant to the City Administrator Brama reviewed the staff report, noting in 2012 the Ramsey EDA and City Council identified a shortage existed in property available for development by businesses in Ramsey outside of The COR. Therefore, a strategic priority in early 2013 is to secure a future "Business Park" location. He reviewed action taken in 2012 and 2013 by the Council and EDA to review potential locations. In August of 2013, the EDA crafted a recommendation to be considered first by the Planning Commission and subsequently the Council of six potential sites. Assistant to the City Administrator Brama described the features and status of each of the six identified sites. He stated the EDA would like to pursue the Al Pearson property on the north side of Highway 10 as the primary site with the Hageman Holdings site being the secondary site for a future Business Park. The Planning Commission would like to conduct a public open house to gather input regarding potential future land use changes. He stated following completion of the public hearing, a feasibility study will be prepared relating to the required improvements to Bunker Lake Boulevard and Puma Street. Once those costs are determined, it will be known whether the Pearson site is financially feasible for that use. Assistant to the City Administrator Brama stated Mr. Pearson is a willing seller at \$65,000 per acre (\$1.49 per square foot), willing to change the zoning, to hold the land for this future use, and to partner with the City.

Councilmember Riley stated the EDA determined the Al Pearson property was the best site overall as he was a willing seller and since he is willing to partner, the EDA would not have to play the role of developer.

Councilmember LeTourneau stated many thoughtful hours were put into this consideration, none of it is easy, but the EDA wants a Business Park so he hopes it can move forward.

Councilmember Johns asked if the property abuts a park.

Assistant to the City Administrator Brama stated it is adjacent to the golf course and the north side abuts property zoned for single-family residential. He noted there is wetland on the northern boundary that would provide a significant buffer from single-family residential. Assistant to the City Administrator Brama stated those are issues that will be discussed during the public input process.

Councilmember Kuzma stated this looks to be a good opportunity for the City and Mr. Pearson as the current Business Park is out of land.

Assistant to the City Administrator Brama stated the process today is to conceptually understand if this is an acceptable site as a land use and if so, then it will be determined whether a financially acceptable partnership can be put together with Mr. Pearson. He stated part of the recommendation is to conduct due diligence on the Hageman Holdings site as well.

Councilmember Kuzma noted the two properties are close to each other.

Assistant to the City Administrator Brama stated they are and noted the site under consideration does not include the school site. He used a map to point out the portion of the Hageman Holdings property and Al Pearson property under consideration.

The consensus of the Council was to support the recommendation of the EDA to focus on the Al Pearson site as the primary site for a potential future Business Park and the Hageman Holdings property as a secondary site.

3. FUTURE TOPICS FOR DISCUSSION

Councilmember Backous stated a constituent on Bunker Lake Boulevard, in a rural area, said he was cited for having an unused vehicle on an unimproved surface so that person looked around Ramsey for other vehicles on unimproved surfaces. Councilmember Backous explained this constituent's house is in a rural area and asked if the ordinance should be refined to address rural areas. He stated for him, it is an issue of property rights and while he understands the concern in urban areas where houses are closely located, this is a case within a rural area.

Mayor Strommen asked Development Services Manager Gladhill to put this on the list of future topics for consideration.

Mayor Strommen reminded members of the October 4, 2013, deadline to submit City Administrator performance evaluations.

Councilmember Riley asked when the preliminary budget is reviewed in detail.

Acting City Administrator/Finance Director Lund stated that occurs once the City's tax rate is determined by Anoka County, usually by the end of October. She stated the line items can be discussed at any time or can be referred to the Finance Committee. Acting City Administrator/Finance Director Lund stated the Finance Committee will consider the five-year budget on October 8, 2013.

Councilmember Riley stated he supports consideration by the Finance Committee if it is supported by the Council.

The consensus of the Council was to support consideration and recommendation by the Finance Committee.

4. MAYOR / COUNCIL / STAFF INPUT

None

5. ADJOURNMENT

Mayor Strommen adjourned the Work Session of the City Council was adjourned at 6:54 p.m.

Respectfully submitted,

Diana Lund
Acting City Administrator/Finance Director

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a regular meeting on Tuesday, September 24, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: Acting City Administrator/Finance Director Diana Lund
Fire Chief Dean Kapler
Police Chief James Way
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Development Services Manager Timothy Gladhill
City Engineer Bruce Westby
Assistant to the City Administrator Patrick Brama
City Attorney Joe Langel

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

Jim Bendtsen, 14131 Junkite Street NW, spoke against the franchise fee proposed by the City Council, which he finds to be a tax to raise funds for road construction. He stated why he felt franchise fees were a regressive tax that is not fairly applied across the City and the amount to be taken is more than needed for anticipated road reconstruction.

Mayor Strommen stated City Engineer Westby will provide additional information on franchise fees tonight. She encouraged residents to attend and provide input at the Open House on October 1 and the public hearing on October 8. She stated it would be helpful to hear if there is a preferred method that would provide adequate resources, noting the issue is to repair roads and create funds on a reliable basis.

John Enstrom, 8702 181st Avenue, stated his concern with issuing bow hunting permits to owners of two-acre lots, noting with bow hunting often times the deer travels onto someone else's property. He suggested the City follow State guidelines that require written permission from the property owner to permit hunting on their property, no hunting within 500 feet from structures, and that you must be the property owner.

Mayor Strommen stated the City enforces its ordinances and the DNR enforces its game laws. She noted Police Chief Way is in attendance and has heard these concerns.

Bob Barry, 9539 Highway 10, Optimum Appliance, asked if the City Council would be willing to consider a permit at tonight's meeting, noting it is for a good cause (suicide prevention)

Mayor Strommen noted this same timing situation occurred last year when the City Council showed leniency but at that time it was indicated there is a process to be followed. She asked the City Council if it was willing to add this case.

When polled, there was City Council consensus to follow the established policy and procedure.

4. CONSENT AGENDA

Motion by Councilmember Kuzma, seconded by Councilmember Backous, to approve the following items on the Consent Agenda, as revised to remove Item 4:02.

4.01: Receive August 2013 Financial Reports – General Fund and Enterprise Funds

~~4.02: Note the Following Boards and Commissions Meeting Minutes:~~

- ~~1. Planning Commission Meeting Minutes dated August 1, 2013~~
- ~~2. Environmental Policy Board Meeting Minutes dated August 5, 2012~~
- ~~3. Economic Development Authority Meeting Minutes dated August 8, 2013~~
- ~~4. Park and Recreation Commission Meeting Minutes dated August 8, 2013~~

This item was removed from the Consent Agenda and considered as Item 7.2

4.03: Accept Resident Petition to Consider the Installation of a Stop Sign at the intersection of Potassium Street and 143rd Circle

4.04: Approve License Applications:

Transient Merchant

Jacob Fuller – Edward Jones, 320 East Main Street, Anoka, MN 55303

Temporary On-Sale Liquor

Church of St. Katharine Drexel, 7101 – 143rd Avenue NW – Suite G, Ramsey, MN 55303

4.05 Approve the Following Meeting Minutes:

1. City Council Work Session dated September 3, 2013
2. City Council Regular dated September 10, 2013

- 4.06: Approve Replacement of Police Chief Vehicle
- 4.07: Approve Amendment to Lease Agreement with PACT Charter School for Storage Space at 6701 Highway 10
- 4.08: Adopt Resolution #13-09-166 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 5, 2013 to September 18, 2013
- 4.09: Adopt Resolution #13-09-163 Accepting Trail Grant Award of \$100,000 for the Trail Along Anoka County Road #83 (Central Park to Alpine Drive Trail); and Authorizing Staff to Complete the Plans and Specs and Advertise for Bids
- 4.10: Adopt Resolution #13-09-164 Approving Partial Payment to Dave Perkins Contracting for IP 13-12 North Commons COR THREE Utilities
- 4.11: Adopt Resolution #13-09-165 Approving Partial payment to North Pine Aggregates, Inc. for IP 12-20; CSAH 83 (Armstrong Boulevard) – Sunwood Drive
- 4.12: Adopt Resolution #13-09-172 to End Firefighters’ Probation
- 4.13: Adopt Resolution #13-09-138 Calling for a Public Hearing on the Proposed Adoption of a Modification to the Development Program for Development District No. 1 and the Proposed Adoption of the Modification to the Tax Increment Financing Plan for Tax Increment Financing District No. 2
- 4.14: Report from the Personnel Committee Meeting dated September 17, 2013:
 - 1) Resolution to End the City Engineer’s Probation – *Ratify the recommendation of the Personnel Committee to adopt Resolution #13-09-169, to remove Mr. Bruce Westby from probation and retain him as the City’s full-time regular City Engineer.*
 - 2) Resolution to Reclassify the IT Specialist to an IT Coordinator – *Ratify the recommendation of the Personnel Committee to adopt Resolution #13-09-170, reclassifying the current IT Specialist to an IT Coordinator at \$27.03 per hour, effective October 12, 201, and to waive the six-month probationary period.*
 - 3) Resolution to Accept the Fire Marshal’s Resignation – *Ratify the recommendation of the Personnel Committee to adopt Resolution #13-09-171 accepting the Fire Marshal’s resignation.*

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

6.01: Public Hearing and Levy of Assessments for Past-Due Charges on Municipal Utility Bills and Current Services Rendered

Mayor Strommen closed the regular portion of the City Council meeting at 7:16 p.m. in order to conduct a public hearing.

Public Hearing

Mayor Strommen called the public hearing to order at 7:16 p.m.

Presentation

Acting City Administrator/Finance Director Lund advised of the City services provided and purpose of the hearing to take input from residents with nonpayment of utility and abatement services. She described the notice process and indicated the amount to be certified is \$452,620.01.

Citizen Input

There was none.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to close the public hearing.

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

The public hearing was closed at 7:19 p.m.

Council Business

Mayor Strommen called the regular City Council meeting back to order at 7:19 p.m.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to adopt Resolution #13-09-167 Adopting Assessments for Past-Due Charges on Municipal Utility Bills (which may include Water, Sewer, Street Lighting, Recycling, Storm Water Charges and Penalties Incurred) and Current Services Rendered.

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

6.02: Public Hearing and Adopt Ordinance #13-17 to Amend 2013 Rates and Fees Related to Water Trunk and Existing Reimbursement Agreement

Mayor Strommen closed the regular portion of the City Council meeting at 7:19 p.m. in order to conduct a public hearing.

Public Hearing

Mayor Strommen called the public hearing to order at 7:19 p.m.

Presentation

Development Services Manager Gladhill reviewed the staff report and described the purpose of the public hearing to consider adoption of an ordinance to amend the 2013 Water Trunk Fee to create a two tier fee. The second tier of water trunk fee is required in order to honor an existing reimbursement agreement with 21st Century Bank related to the extension of utilities to the Brookfield and Sweetbay Ridge developments.

Citizen Input

There was none.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to close the public hearing.

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

The public hearing was closed at 7:21 p.m.

Council Business

Mayor Strommen called the regular City Council meeting back to order at 7:21 p.m.

Motion by Councilmember Riley, seconded by Councilmember Johns, to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #13-17 Amending the 2013 Water Trunk Fee.

A roll call vote was performed by the Recording Secretary:

Councilmember Tossey	aye
Councilmember Kuzma	aye
Councilmember Riley	aye
Councilmember Johns	aye
Councilmember LeTourneau	aye

Councilmember Backous aye
Mayor Strommen aye

Motion carried.

7. COUNCIL BUSINESS

7.01: Authorize Staff to Obtain Bids and Establish the Construction Team for Elmcrest Park’s Community Building

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and answered questions of the City Council relating to the process to obtain competitive bids for components of this project with the most competitive bids being combined into a package to allow value engineering. In addition, Ramsey contractors will be invited to bid as they are best suited to have low mobilization costs. At the request of the City Council, Parks and Assistant Public Works Superintendent Riverblood described how the park was named and creation of the architectural design and scope, noting it has a distinct agriculture theme that recognizes the City’s history.

The Council thanked Parks and Assistant Public Works Superintendent Riverblood for his years of work on this project. It was pointed out that the picnic area is designed so it can be closed in various ways to address windy days and also accommodates multi use. The Council thanked Studio 55 for its design assistance, Park & Recreation Commissioners for fostering this project, and the Youth Athletic Association and Northern Lights Soccer Association for their support.

Parks and Assistant Public Works Superintendent Riverblood thanked the Youth Athletic Association for its significant donation of \$40,000 towards this project.

Motion by Councilmember Backous, seconded by Councilmember Tossey, to authorize staff to obtain bids for Elmcrest Park’s Community Building and approve a not-to-exceed amount of \$42,770 for Bidding and Construction Administration by Studio 55.

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

Parks and Assistant Public Works Superintendent Riverblood stated the Park and Recreation Commission will embark on a competitive process over the next several months to design a playground and landscape associated with the park building, something residents around the Park and Park users have asked about for years. This matter will be considered by the City Council in the spring of 2014.

7.02: Note the Following Boards and Commissions Meeting Minutes

Councilmember Riley stated the Economic Development Authority Meeting Minutes dated August 8, 2013, did not reflect the corrections made at the EDA meeting.

Motion by Councilmember Riley, seconded by Councilmember LeTourneau, to note the following Boards and Commission Meeting Minutes:

1. Planning Commission Meeting Minutes dated August 1, 2013
2. Environmental Policy Board Meeting Minutes dated August 5, 2013
3. Park and Recreation Commission Meeting Minutes dated August 8, 2013

and to postpone consideration of the Economic Development Authority Meeting Minutes dated August 8, 2013, until corrected and resubmitted.

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

8. MAYOR, COUNCIL AND STAFF INPUT

8.01: Meeting to discuss 167th Avenue Node Future Land Uses – Thursday, September 26 – 6:00-9:00 p.m. – Anoka Ramsey Room

8.02: Franchise Fee Update

City Engineer Westby provided an update on franchise fees since the Council called for a public hearing. He stated staff has gathered information so the public can learn about franchise fees and a special edition of the *Ramsey Resident* addressing franchise fees will be mailed on September 25, 2013. In addition, the City's website will contain franchise fee information. City Engineer Westby described the stations that will be available during the October 1, 2013, Open House to provide information to the public and the October 8, 2013, public hearing where input will be taken. He stated CenterPoint and Connexus have indicated there are limitations to their invoicing process and that information will be made known as it is received and refined.

Mayor Strommen stated the information has not always included that the proposed franchise fee means the City would no longer assess property owners for street projects.

8.03: Septic System Pumping

Development Services Manager Gladhill provided updates on the notifications to private property owners due for septic inspection pumping.

8.04: Development Project Updates

Development Services Manager Gladhill stated the City just issued the Stoney River permit, a \$10 million 72-unit memory care and assisted living project with a groundbreaking scheduled on September 25, 2013.

Development Services Manager Gladhill stated the City received an application for a 77 lot plat called Brookfield 4th Addition. In addition to the standard public hearing, the City will also hold a public informational meeting on October 3, 2013, so the public can meet the developer and get additional information.

Development Services Manager Gladhill stated the Metropolitan Council has issued preliminary forecasts for the region on population, households, and employment and is requesting City input. He indicated staff will meet with the Metropolitan Council later in October to request adjustment to be more consistent with the City's plans and following that, will request City Council feedback.

Mayor Strommen noted the Metropolitan Council's preliminary projections lay the groundwork for the next round of Comprehensive Plan updates so it is important for the City to provide input at this time.

Development Services Manager Gladhill announced the September 26, 2013, public meeting to discuss the 167th Avenue node future land uses.

Mayor Strommen stated support for the collaborative process planned for the 167th node as it is a good opportunity for residents to provide early input and participate.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 7:44 p.m.

Respectfully submitted,

Diana Lund
Acting City Administrator/Finance Director

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

4.3.

Meeting Date: 10/08/2013

By: Jo Thieling, Administrative Services

Information

Title

Approve License Applications

Background:

Attached is a list of licenses for Council approval.

Action:

Motion to approve license applications.

Attachments

Licenses

Form Review

Form Started By: Jo Thieling
Final Approval Date: 10/01/2013

Started On: 10/01/2013 11:06 AM

**License Applications
For Year 2013**

*Temporary On-Sale Liquor	Church of St. Katharine Drexel	7101 – 143 rd Avenue NW – Suite G	Ramsey, MN 55303	763-400-7203
Motor Vehicle	Dumarks	7127 Highway #10 NW	Ramsey, MN 55303	763-432-5807
Motor Vehicle	DM's Auto Sales, LLC	7820 Riverdale Drive NW	Ramsey, MN 55303`	612-418-6673

*\$50 app fee waived – This is for November 12, 2013, January 26, 2014 and May 3, 2014

CC Regular Session

4. 4.

Meeting Date: 10/08/2013

By: Jo Thieling, Administrative Services

Information

Title

Approve Amendment to Resolution #13-09-172 Resolution to End Firefighters' Probation

Background:

As Council is aware, a resolution was placed on the Consent Agenda for the meeting of September 24, to end probation for the following Firefighters: Alex Merritt, Mike Nelson, Adam Scrag, and Scott Widstrom. It was the intent of staff to also request to remove Firefighter Jeff Kagol from probation at the same time. Mr. Kagol's one-year concludes on November 14; however, since he came to the City as an experienced Firefighter, Chief Kapler is recommending his probationary period be considered complete. The resolution was adopted on September 24, and rather than rescind such resolution, staff has amended it to include Jeff Kagol and is seeking Council's approval for such amendment. The amended resolution is attached for Council review.

Action:

Motion to approve the amendment to Resolution #13-09-172 Ending Firefighters' Probation, adopted on September 24, 2013.

Attachments

[Resolution 1309172](#)

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/03/2013 09:54 AM
Form Started By: Jo Thieling		Started On: 10/01/2013 04:07 PM
Final Approval Date: 10/03/2013		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION # 13-09-172

RESOLUTION TO END FIREFIGHTERS' PROBATION

WHEREAS, Alex Merritt, Mike Nelson, Adam Schrag, and Scott Widstrom began working for the City on September 26, 2012 as paid-on-call firefighters and were subject to a 1-year probationary period; and

WHEREAS, Alex Merritt, Mike Nelson, Adam Schrag, and Scott Widstrom have successfully completed the required 1-year probationary period and the necessary training, and

WHEREAS, staff recommends removing Alex Merritt, Mike Nelson, Adam Schrag, and Scott Widstrom from probation and retaining them as paid-on-call firefighters; and

WHEREAS, Jeff Kagol began working for the City on November 14, 2012, as a paid-on call firefighter; and

WHEREAS, Jeff Kagol came to the City as an experienced firefighter; and

WHEREAS, Chief Kapler is recommending that he has completed his probationary period and necessary training; and

WHEREAS, staff recommends removing Jeff Kagol from probation and retaining him as a paid-on-call firefighter.

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

The City Council of the City of Ramsey adopts this resolution to end the probationary period and grant status as paid on-call Fire Fighter to Alex Merritt, Mike Nelson, Adam Schrag, Scott Widstrom and Jeff Kagol.

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 24th day of September 2013.

CC Regular Session

4. 5.

Meeting Date: 10/08/2013

By: Chris Anderson, Community
Development

Information

Title

Approve Receipt of Pedestrian and Bicycle Trail Easement

Background:

On September 18, 2013, the City received a Building Permit application for the construction of a single family home on Lot 5, Block 2 Meadow. A review of the Certificate of Survey as well as the County's property records, revealed that there was a public trail across the rear portion of the lot without a recorded trail easement.

Observations:

This trail was required as part of the Meadow subdivision. However, prior to its construction, the original developer walked away from the project. The City drew upon the surety to construct the trail as shown on the approved plans. It does not appear that trail easements were ever provided for or recorded against Lots 1-7 Block 2 and Outlot B Meadow. Staff has discussed this matter with the current property owner of Lot 5 Block 2 Meadow, Pinto Properties LLC, 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 removed/relocated, likely at the City's cost. Furthermore, the parcel is adjacent to CSAH 5 (Nowthen Blvd) and thus, relocating the trail into the right-of-way would be subject to approval by Anoka County.

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)

Action:

Motion to adopt Resolution #13-10-175 accepting the granting of a trail easement to the City.

Attachments

Site Location Map

Draft Trail Easement

Resolution Approving Pedestrian and Bicycle Trail Easement

Form Review

Inbox

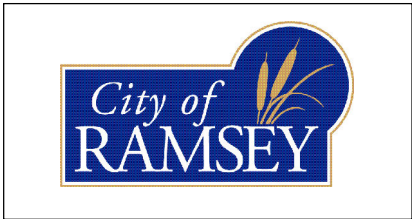
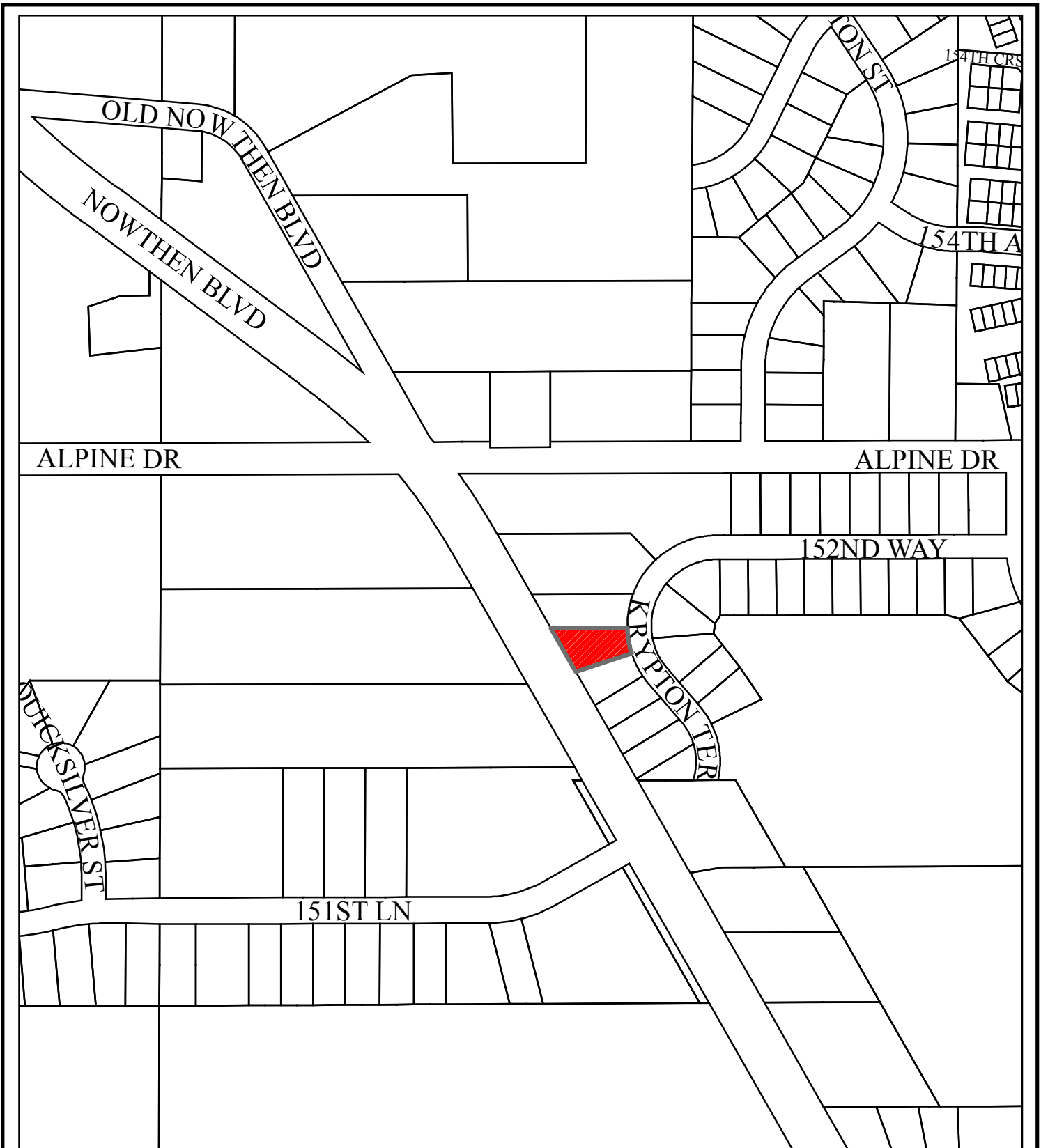
Reviewed By

Date

Tim Gladhill
Kurt Ulrich
Form Started By: Chris Anderson
Final Approval Date: 10/03/2013

Tim Gladhill
Kurt Ulrich

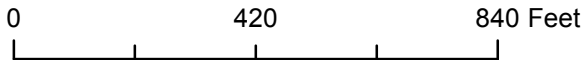
10/03/2013 03:24 PM
10/03/2013 03:33 PM
Started On: 10/02/2013 08:27 AM



15238 Krypton Terrace NW

Legend

-  Site
-  Parcels



GRANT OF PEDESTRIAN AND BICYCLE TRAIL EASEMENT

This grant of a pedestrian and bicycle trail easement (“Grant”) is made this _____ day of _____, 20____, by Pinto Properties LLC, a limited liability company (domestic) 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 5, Block 2 MEADOW, 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 that part of Lot 5 Block 2, MEADOW, Anoka County, Minnesota according to the record plat thereof, lying southwesterly of the following described line.

Commencing at the Southwest of said Lot 5; thence on an assumed of bearing North 71 degrees 06 minutes 52 seconds East along the southerly line of said Lot 5 a distance of 23.01 feet to the beginning of the line to be described; thence North 26 degrees 59 minutes 34 seconds West a distance of 113.41 feet to the northerly line of said Lot 5 and there terminating.

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

RESOLUTION #13-10-175

RESOLUTION APPROVING THE CONVEYANCE OF A PEDESTRIAN AND BICYCLE TRAIL EASEMENT FROM PINTO PROPERTIES LLC ACCROSS LOT 5, BLOCK 2 MEADOW.

WHEREAS, on September 18, 2013, Pinto Properties LLC, submitted a Building Permit application to the City of Ramsey for a single family home to be constructed on Lot 5, Block 2 Meadow; and

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

WHEREAS, Pinto Properties LLC, the owner of Lot 5, Block 2 Meadow, 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 Pinto Properties LLC over a portion of Lot 5, Block 2 Meadow.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Riley, 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 8th day of October, 2013.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 6.

Meeting Date: 10/08/2013

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #13-10-174 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 19, 2013 through October 2,2013

Funding Source:

N/A

Action:

Motion to Adopt Resolution #13-10-174 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 19, 2013 through October 2,2013.

Attachments

Bills list 10/8/2013

Resolution 13-10-174

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	10/03/2013 10:28 AM
Kurt Ulrich	Kurt Ulrich	10/03/2013 12:32 PM
Form Started By: Jackie Lipski		Started On: 10/02/2013 02:37 PM
Final Approval Date: 10/03/2013		

RAMSEY CITY COUNCIL MEETING
10/8/2013
BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 9/19/13-10/2/13	298,845.09
Accounts Payable 9/19/13-10/2/13	85,118.14
Payroll 9/26/13	120,276.93

TOTAL SUBMITTED FOR APPROVAL THIS MEETING

\$ 504,240.16

<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>	<u>APPROVED PREV. MTG</u>	<u>2012 Y.T.D.</u>
NET PAYROLL TOTAL	\$ 113,075.07	\$ 2,303,834.35
- CORRECTION TO PAYROLL		
PREPAIDS		
- PREPAID ADJUSTMENTS	280,493.83	12,024,911.74
WIRE TRANSFERS FOR DEBT SERVICE	15,902.50	983,210.01
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	141,161.30	3,426,322.55
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)	93,836.78	493,743.90
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	\$ 644,469.48	\$ 19,232,022.55

CITY OF RAMSEY

Council Check Register

9/19/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
92506	9/19/2013		100862 BDS LAUNDRY SYSTEMS						
		201.69	Washer Repair at Fire Station		69173	SOI0062436	0220.6249		MISCELLANEOUS OPERATING
		<u>201.69</u>							
92507	9/19/2013		100404 CENTURYLINK						
		304.44	Sept 1 - Sept 30, 2013		69171	09012013	0192.6321		TELEPHONE
		325.36	Sept 1 - Sept 30, 2013		69172	09012013 018	0192.6321		TELEPHONE
		<u>629.80</u>							
92508	9/19/2013		110734 CITY OF RAMSEY						
		7.75	Acct # 717857585		69185	09192013	9601.4651		WATER REVENUE
		10.40	Acct# 719174		69185	09192013	9601.4651		WATER REVENUE
		44.04	Acct # 69015913		69185	09192013	9601.4651		WATER REVENUE
		44.52	Acct #718889		69185	09192013	9601.4651		WATER REVENUE
		110.00	Acct #640250924		69185	09192013	9601.4651		WATER REVENUE
		110.00	Acct #691162751		69185	09192013	9601.4651		WATER REVENUE
		146.68	Acct # 718889		69185	09192013	9601.4651		WATER REVENUE
		200.00	Acct # 718190		69185	09192013	9601.4651		WATER REVENUE
		300.00	Acct # 718262		69185	09192013	9601.4651		WATER REVENUE
		300.00	Acct # 691167119		69185	09192013	9601.4651		WATER REVENUE
		317.00	Acct # 686958461		69185	09192013	9601.4651		WATER REVENUE
		410.00	Acct # 625406244		69185	09192013	9601.4651		WATER REVENUE
		<u>2,000.39</u>							
92509	9/19/2013		100125 COUNTRYSIDE PRINTING INC						
		134.25	Regular Envelopes/Color		69174	31904	0211.6204		STATIONERY, ENVELOPES & F
		165.00	Regular Envelopes/Color		69174	31904	0280.6204		STATIONERY, ENVELOPES & F
		<u>299.25</u>							
92510	9/19/2013		104267 ELITE SANITATION						
		647.13	Portable Toilet Rental/Service		69175	21405	0452.6415		OTHER EQUIPMENT RENTAL
		<u>647.13</u>							
92511	9/19/2013		100170 EMERGENCY MEDICAL PRODUCTS INC						
		166.04	Towelette/Ice & Heat Packs		69176	1581968	0220.6239		FIRST AID SUPPLIES
		<u>166.04</u>							
92512	9/19/2013		110876 FORBRAGD,LYNNE						
		163.60	Oak Wilt Treatment - City Tree		69186	09162013	0461.6315		MISCELLANEOUS PROFESSIO
		<u>163.60</u>							
92513	9/19/2013		100293 MIDC ENTERPRISES						
		1,421.01	Valve/Solenoid/Zone Decoders		69183	10033139	0452.6249		MISCELLANEOUS OPERATING
		<u>1,421.01</u>							
92514	9/19/2013		100326 MN CHIEFS OF POLICE ASSN						
		500.00	Leadership Academy/Sgt. Bluml		69177	3853	0211.6335		TRAINING
		<u>500.00</u>							
92515	9/19/2013		113727 NEOPOST GREAT PLAINS						
		429.64	Contract rate 9/2013 to 9/2014		69178	GPARG12068	0130.6405		OFFICE & DATA PROCESSING
		<u>429.64</u>							
92516	9/19/2013		100413 RANDALL, GOODRICH AND HAAG, P						
		33.00	Feb 2013 Civil Billing		69180	09172013	9468.6304	00201204	LEGAL FEES
		88.00	Feb 2013 Civil Billing		69180	09172013	9804.6304	00113266	LEGAL FEES
		145.00	Feb 2013 Civil Billing		69180	09172013	9410.6304	00041014	LEGAL FEES

CITY OF RAMSEY
Council Check Register

9/19/2013 - 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		165.00	Feb 2013 Civil Billing		69180	09172013	9804.6304	00113355	LEGAL FEES
		242.00	Feb 2013 Civil Billing		69180	09172013	9804.6304	00113591	LEGAL FEES
		341.00	Feb 2013 Civil Billing		69180	09172013	0295.6304		LEGAL FEES
		676.50	Feb 2013 Civil Billing		69180	09172013	9230.6304		LEGAL FEES
		2,663.50	Feb 2013 Civil Billing		69180	09172013	9496.6304		LEGAL FEES
		2,808.25	Feb 2013 Civil Billing		69180	09172013	0161.6304		LEGAL FEES
		4,151.30	Aug 15 to Sept 13 Prosecution		69184	09132013	0161.6304		LEGAL FEES
		<u>11,313.55</u>							
92517	9/19/2013		113214 TROPHIES BY JO						
		480.94	Medallions for Happy Days 5K		69182	664	0296.6249		MISCELLANEOUS OPERATING
		30.94-			69182	664	9297.2082		SALES/USE TAX PAYABLE
		<u>450.00</u>							
92518	9/19/2013		100501 UNIVERSITY OF MINNESOTA						
		95.00	2013 MN Toward 0 Deaths Conf		69179	E663807	0211.6335		TRAINING
		<u>95.00</u>							
92519	9/19/2013		100290 USA MOBILITY INC						
		84.24	Fireman Phone Charges		69181	W03177551	0220.6249		MISCELLANEOUS OPERATING
		<u>84.24</u>							
92521	9/24/2013		111364 ASSURANT EMPLOYEE BENEFITS						
		1,151.04	OCT 2013 BILLING		69187	5413144 OCT 13	9101.2170		DENTAL/DISABILITY/LIFE
		<u>1,151.04</u>							
92522	9/24/2013		100100 BURY AND CARLSON						
		22,922.75	RELEASE OF ESCROW/PLUS INT.		69188	092313	9400.6315		MISCELLANEOUS PROFESSIO
		70,605.00	RELEASE OF ESCROW/PLUS INT.		69188	092313	9804.6315	00110485	MISCELLANEOUS PROFESSIO
		<u>93,527.75</u>							
92523	9/24/2013		106583 DELTA DENTAL PLAN OF MINNESOTA						
		1,781.75	OCT 2013 BILLING		69189	5251855	9101.2170		DENTAL/DISABILITY/LIFE
		<u>1,781.75</u>							
92524	9/24/2013		111999 MEADOW CREEK BUILDERS INC						
		5,000.00	REFUND LAND ESC 15247 KRYPTON		69190	092013	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		6,500.00	REFUND LAND ESC 5734 152ND WAY		69191	092013A	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		1,500.00	REFUND ERO ESC 15247 KRYPTON T		69192	113707	9804.6433	00113707	REFUNDS
		1,500.00	REFUND ERO ESC 5734 152ND WAY		69193	113556	9804.6433		REFUNDS
		<u>14,500.00</u>							
92525	9/24/2013		100442 SHADE TREE CONSTRUCTION						
		1,500.00	REFUND ERO ESC 6893 169TH LN		69194	113673	9804.6433	00113673	REFUNDS
		<u>1,500.00</u>							
92526	9/24/2013		100506 US POSTMASTER						
		1,316.48	SPECIAL OCT 13 RAM RES		69195	092313	0195.6322		POSTAGE
		<u>1,316.48</u>							
92607	9/27/2013		107962 GENESIS EMPLOYEE BENEFITS						
		3,885.00			69204	09251315424511	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>3,885.00</u>							
92608	9/27/2013		100257 LAW ENFORCEMENT LABOR SRV INC						
		427.50			69036	0911131142245	9101.2177		UNION DUES
		427.50			69211	0925131542455	9101.2177		UNION DUES

CITY OF RAMSEY
Council Check Register

9/19/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		855.00							
92609	9/27/2013		100298 MN AFSCME COUNCIL 5						
		468.96			69037	0911131142246	9101.2177		UNION DUES
		468.96			69212	0925131542456	9101.2177		UNION DUES
		937.92							
92610	9/27/2013		112663 CAPSTONE HOMES INC						
		1,500.00	REFUND ERO ESC 16130 RHINESTON		69222	113565	9804.6433	00113565	REFUNDS
		1,500.00	REFUND ERO ESC 16137 RHINESTON		69223	113346	9804.6433	00113346	REFUNDS
		7,000.00	REFUND LAND ESC 16137 RHINESTO		69224	092613A	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		1,500.00	REFUND ERO ESC 16144 RHINESTON		69225	113638	9804.6433	00113638	REFUNDS
		5,000.00	REFUND LAND ESC 16144 RHINESTO		69226	092613B	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		1,500.00	REFUND ERO ESC 7575 163RD AVE		69227	113566	9804.6433	00113566	REFUNDS
		7,000.00	REFUND LAND ESC 7575 163RD AVE		69228	092613C	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		7,000.00	REFUND LAND ESC 7484 163RD AVE		69233	092613	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		1,500.00	REFUND ERO ESC 7484 163RD AVE		69234	113541	9804.6433	00113541	REFUNDS
		7,000.00	REFUND LAND ESC 16088 RHINESTO		69235	092613D	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		7,000.00	REFUND LAND ESC 7494 163RD AVE		69236	092613E	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		1,500.00	REFUND ERO ESC 7494 163RD AVE		69237	113451	9804.6433	00113451	REFUNDS
		1,500.00	REFUND ERO ESC 16088 RHINESTON		69238	113347	9804.6433	00113347	REFUNDS
		50,500.00							
92611	9/27/2013		110734 CITY OF RAMSEY						
		142.00	ACCT 718262		69229	092613	9601.4651		WATER REVENUE
		210.00	ACCT 719881		69229	092613	9601.4651		WATER REVENUE
		352.00							
92612	9/27/2013		108201 METRO TENT RENTAL						
		1,095.47	HAPPY DAYS TENTS		69216	3826	0296.6249		MISCELLANEOUS OPERATING
		1,095.47							
92613	9/27/2013		100338 MORNING SUN HOMES						
		1,500.00	REFUND ERO ESC 7022 170TH TRL		69230	113661	9804.6433	00113661	REFUNDS
		1,500.00							
92614	9/27/2013		100351 NCPERS MINNESOTA						
		304.00	OCT 2013 BILLING		69217	70481013 OCT 2013	9101.2170		DENTAL/DISABILITY/LIFE
		304.00							
92615	9/27/2013		113450 PINTO PROPERTIES						
		1,500.00	REFUND ERO ESC 15224 KRYPTON		69219	113629	9804.6433	00113629	REFUNDS
		1,500.00							
92616	9/27/2013		100890 PLEAA						
		185.00	TRAINING- PD (4)		69218	092013	0211.6335		TRAINING
		185.00							
92617	9/27/2013		113824 RCA BUILDERS INC						
		2,500.00	REFUND LAND ESC 7104 170TH TRL		69220	092513	9252.1155.1		MANUAL-ACCOUNTS RECEIVA
		1,500.00	REFUND ERO ESC 7104 170TH TRL		69221	113645	9804.6433	00113645	REFUNDS
		4,000.00							
92618	9/27/2013		109821 T.H. CONSTRUCTION OF ANOKA, IN						
		1,500.00	REFUND ERO ESC 16861 MARBLE		69231	113637	9804.6433	00113637	REFUNDS
		1,500.00	REFUND ERO ESC 7198 170TH TRL		69232	113676	9804.6433	00113676	REFUNDS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		3,000.00							
92619	10/1/2013		106882 BURLINGTON NORTHERN AND SANTA						
		600.00	PERMIT-WORK ON RAILROAD ROW	69321	092713		9400.6315		MISCELLANEOUS PROFESSIO
		600.00							
92620	10/1/2013		100297 CENTERPOINT ENERGY						
		21.13	6701 HIGHWAY 10	69239	6011580-5 AUG13		9410.6373	00041012	GAS
		38.86	14515 E TOWN CENTER DR	69240	8782239-1AUG 13		9601.6373		GAS
		59.99							
92621	10/1/2013		100116 CONNEXUS ENERGY						
		908.62	16300 ST FRANCIS - IRRIG	69241	444931-267449SE		0452.6372		WATER/IRRIGATION
					PT 13				
		13.57	7906 SUNWOOD- TREE LIGHTS	69242	444931-303785SE		0311.6371		ELECTRIC UTILITIES
					PT13				
		922.19							
92622	10/1/2013		113734 CURT KRIENS CONSTRUCTION						
		7,267.00	RE:BUNKER LAKE BLVD/RHINESTONE	69247	082213		9605.6315		MISCELLANEOUS PROFESSIO
		7,267.00							
92623	10/1/2013		113846 FITZGERALD, ROBIN VEACH						
		20.00	REFUND HD PARADE-UNABLE TO ATT	69243	092713		0296.6249		MISCELLANEOUS OPERATING
		20.00							
92624	10/1/2013		100224 MN OFFICE OF ENTERPRISE TECH S						
		175.20	AUGUST 2013 WAN CHARGES	69244	DV13080460		0192.6321		TELEPHONE
		175.20							
92625	10/1/2013		111488 POPP.COM INC						
		8.23	AUGUST 2013 BILLING	69246	992130383		0461.6321		TELEPHONE
		32.83	AUGUST 2013 BILLING	69246	992130383		0220.6321		TELEPHONE
		32.83	AUGUST 2013 BILLING	69246	992130383		0191.6321		TELEPHONE
		41.04	AUGUST 2013 BILLING	69246	992130383		0153.6321		TELEPHONE
		49.25	AUGUST 2013 BILLING	69246	992130383		0240.6321		TELEPHONE
		57.46	AUGUST 2013 BILLING	69246	992130383		0301.6321		TELEPHONE
		61.72	AUGUST 2013 BILLING	69246	992130383		9410.6315	00041012	MISCELLANEOUS PROFESSIO
		85.32	AUGUST 2013 BILLING	69246	992130383		0220.6321		TELEPHONE
		90.06	AUGUST 2013 BILLING	69246	992130383		0311.6321		TELEPHONE
		110.60	AUGUST 2013 BILLING	69246	992130383		9240.6321		TELEPHONE
		114.92	AUGUST 2013 BILLING	69246	992130383		0130.6321		TELEPHONE
		238.05	AUGUST 2013 BILLING	69246	992130383		0211.6321		TELEPHONE
		922.31							
92626	10/1/2013		106051 PRO POWER SPORTS AND MARINE						
		31.11	FUEL GAUGE	69322	392542		0311.6257		OTHER VEHICLE PARTS
		31.11							
92627	10/1/2013		100413 RANDALL, GOODRICH AND HAAG, P						
		2,861.40	AUG/SEPT PROSECUTION BILLING	69248	093013		0161.6304		LEGAL FEES
		2,861.40							
92628	10/1/2013		101103 SPRINT						
		24.25	AUG 15-SEPT 14,2013 BILLING	69245	570683319-142		0111.6249		MISCELLANEOUS OPERATING
		55.45	AUG 15-SEPT 14,2013 BILLING	69245	570683319-142		0191.6323		CELLULAR PHONES
		55.45	AUG 15-SEPT 14,2013 BILLING	69245	570683319-142		0240.6323		CELLULAR PHONES

CITY OF RAMSEY
Council Check Register

9/19/2013 -- 12/31/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
		79.70	AUG 15-SEPT 14,2013 BILLING		69245	570683319-142	0130.6323		CELLULAR PHONES
		101.35	AUG 15-SEPT 14,2013 BILLING		69245	570683319-142	0194.6323		CELLULAR PHONES
		148.55	AUG 15-SEPT 14,2013 BILLING		69245	570683319-142	9601.6323		CELLULAR PHONES
		160.80	AUG 15-SEPT 14,2013 BILLING		69245	570683319-142	0220.6323		CELLULAR PHONES
		193.15	AUG 15-SEPT 14,2013 BILLING		69245	570683319-142	0311.6323		CELLULAR PHONES
		218.33	AUG 15-SEPT 14,2013 BILLING		69245	570683319-142	0452.6323		CELLULAR PHONES
		256.91	AUG 15-SEPT 14,2013 BILLING		69245	570683319-142	0301.6323		CELLULAR PHONES
		648.98	AUG 15-SEPT 14,2013 BILLING		69245	570683319-142	0211.6323		CELLULAR PHONES
		1,942.92							
92629	10/1/2013		100510 VERIZON WIRELESS						
		26.02	AUG/SEPT 13 BILLING		69249	9711275038	0130.6323		CELLULAR PHONES
		26.02	AUG/SEPT 13 BILLING		69249	9711275038	0301.6323		CELLULAR PHONES
		26.02	AUG/SEPT 13 BILLING		69249	9711275038	0240.6323		CELLULAR PHONES
		78.06							
9940046	9/26/2013		100223 ICMA RETIREMENT TRUST 457						
		2,230.40			69210	0925131542454	9101.2175		DEFERRED COMPENSATION
		2,230.40							
90241289	9/26/2013		100113 BANK OF THE WEST						
		410.26			69196	092513911451	9101.2171		FEDERAL WITHHOLDING
		403.13			69197	092513911452	9101.2173		FICA & MEDICARE-EMPLOYEE
		403.13			69198	092513911453	9101.2182		FICA & MEDICARE-EMPLOYER
		19,145.92			69202	0925131542451	9101.2171		FEDERAL WITHHOLDING
		8,924.55			69208	0925131542452	9101.2173		FICA & MEDICARE-EMPLOYEE
		8,924.55			69209	0925131542453	9101.2182		FICA & MEDICARE-EMPLOYER
		38,211.54							
90263255	9/26/2013		100398 PUBLIC EMPLOYEES RETIREMENT AS						
		75.00			69199	092513911454	9101.2174		PERA-EMPLOYEE
		75.00			69200	092513911455	9101.2183		PERA-EMPLOYER
		13,094.36			69214	0925131542458	9101.2174		PERA-EMPLOYEE
		17,464.09			69215	0925131542459	9101.2183		PERA-EMPLOYER
		30,708.45							
92613021	9/26/2013		100301 MN CHILD SUPPORT PAYMENT CNTR						
		283.85			69213	0925131542457	9101.2185		GARNISHMENTS/SUPPORT
		283.85							
95422844	9/26/2013		110305 HARTFORD LIFE INSURANCE COMPAN						
		490.86			69030	09111311422412	9101.2176		LIFE/HEALTH-EMPLOYEE
		581.84			69205	09251315424512	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,072.70							
96748672	9/26/2013		100601 MN DEPT OF REV WH						
		115.52			69201	092513911456	9101.2172		STATE WITHHOLDING
		8,001.31			69203	09251315424510	9101.2172		STATE WITHHOLDING
		8,116.83							
99092651	9/26/2013		111465 STATE STREET BANK						
		2,634.00			69206	09251315424513	9101.2175		DEFERRED COMPENSATION
		2,634.00							
99092654	9/26/2013		111465 STATE STREET BANK						
		414.39			69207	09251315424514	9101.2176		LIFE/HEALTH-EMPLOYEE
		414.39							

<u>Check #</u>	<u>Date</u>	<u>Amount</u>	<u>Supplier / Explanation</u>	<u>PO #</u>	<u>Doc No</u>	<u>Inv No</u>	<u>Account No</u>	<u>Subledger</u>	<u>Account Description</u>
		<u>298,845.09</u>	Grand Total						
									<u>Payment Instrument Totals</u>
									Check Total 215,172.93
									Transfer Total 83,672.16
									<u>Total Payments 298,845.09</u>

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CITY OF RAMSEY
Create Payment Control Groups

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

Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount	
100012	ACE SOLID WASTE INC	CITY RECYLCE CONTRACT OCT 13	PV	69250	001	09604	10/1/2013	0010790714	24,228.35
	ACE SOLID WASTE INC			Summary Total					24,228.35
	6601 MCKINLEY STREET NW	FD TRASH CART	PV	69251	001	09101	10/1/2013	0010791290	27.03
	RAMSEY MN 55303			Summary Total					27.03
				Payment Amount					24,255.38
100017	AIRGAS NORTH CENTRAL	WELDING HELMET/VIKING 2450 MET	PV	69252	001	09101	9/13/2013	9019713154	197.72
	AIRGAS NORTH CENTRAL			Summary Total					197.72
	PO BOX 802588	MISC GASES	PV	69278	001	09101	8/31/2013	9912529353	25.81
	CHICAGO IL 60680-2588			Summary Total					25.81
				Payment Amount					223.53
113823	ALLINA HEALTH	RE: PRE EMP R. JARSON	PV	69279	001	09101	10/1/2013	100113	218.50
	ALLINA HEALTH			Summary Total					218.50
	NW 629601								
	P O BOX 1450								
	MINNEAPOLIS MN 55485-6296			Payment Amount					218.50
108664	AMERICAN VENDING INC	COFFEE	PV	69280	001	09101	9/4/2013	7488	110.40
	AMERICAN VENDING INC			Summary Total					110.40
	10787 93RD AVENUE N								
	MAPLE GROVE MN 55369			Payment Amount					110.40
100026	ANDERSON IRRIGATION	RE: ALPINE PARK	PV	69253	001	09101	9/19/2013	07-4333	242.50
	ANDERSON IRRIGATION			Summary Total					242.50
	3200 MAIN STREET NE SUITE 240								
	MINNEAPOLIS MN 55448			Payment Amount					242.50
100029	ANOKA AREA CHAMBER OF COMMERCE	ANNUAL MTG- 1 TABLE	PV	69323	001	09101	9/19/2013	19588	100.00
	ANOKA AREA CHAMBER OF COMMERCE			Summary Total					100.00
	12 BRIDGE SQUARE								

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CITY OF RAMSEY
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Payment Instrument Check Payment
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Number	Payee Name / Mailing Address	Stub Message	Document Ty	Item	Co	Due Date	Invoice Number	Payment Amount	
	ANOKA MN 55303							100.00	
			Payment Amount						100.00
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	AUG 13 INTERNET ACCESS	PV	69324	001 09101	9/24/2013	2013-327	464.97	
	ANOKA COUNTY CENTRAL COMMUNICATIONS 325 EAST MAIN STREET ANOKA MN 55303						Summary Total	464.97	
			Payment Amount						464.97
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	CHARGES FOR AUG 2013	PV	69254	001 09804	9/3/2013	534 SEPT 2013	46.00	
	ANOKA COUNTY PROPERTY RECORDS TAXATION 2100 - 3RD AVENUE ANOKA MN 55303	CHARGES FOR AUG 2013	PV	69254	002 09804	9/3/2013	534 SEPT 2013	46.00	
							Summary Total	92.00	
			Payment Amount						92.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	2013 2ND QTR SIGNAL MAINT.	PV	69281	001 09101	9/13/2013	230676	840.70	
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303						Summary Total	840.70	
			Payment Amount						840.70
100070	B AND B HOFFMAN SOD FARMS INC	SOD	PV	69282	001 09101	9/24/2013	45116	751.41	
	B AND B HOFFMAN SOD FARMS INC 22390 GRANT STREET NW ELK RIVER MN 55330	SOD	PV	69283	001 09101	9/25/2013	45129	721.41	
		SOD	PV	69284	001 09101	9/23/2013	45107	270.47	
		SOD	PV	69285	001 09101	9/23/2013	45108	240.47	
		SOD	PV	69325	001 09101	9/26/2013	45153	90.23	
			Summary Total						2,073.99
			Payment Amount						2,073.99

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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

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
103641	BOYER TRUCKS ROGERS	MISC PARTS FOR 556	PV	69286	001	09101	9/9/2013	134137R	6.28
	BOYER TRUCKS 2601 NE BROADWAY MINNEAPOLIS MN 55413								Summary Total 6.28
									Payment Amount 6.28
113847	BRUCE LEE PHOTOGRAPHIC DESIGN	PD PHOTOS	PV	69326	001	09101	9/26/2013	092613	430.00
	BRUCE LEE PHOTOGRAPHIC DESIGN 3155 BUNKER LAKE BLVD NW ANDOVER MN 55304								Summary Total 430.00
									Payment Amount 430.00
113740	CITY OF ST FRANCIS	INSPECTOR FEES-A. SCHREDER	PV	69327	001	09101	9/23/2013	2013-AR-58	479.93
	CITY OF ST FRANCIS 23340 CREE STREET NW ST FRANCIS MN 55070								Summary Total 479.93
									Payment Amount 479.93
110483	CITY OF ST PAUL	ASPHALT	PV	69255	001	09101	9/16/2013	128946	680.90
	CITY OF ST PAUL 15 W KELLOGG BLVD 700 CITY HALL ST PAUL MN 55102								Summary Total 680.90
									Payment Amount 680.90
108503	COBORN'S GROCERY	PATRON PICNIC FOOD	PV	69287	001	09101	9/12/2013	602018	624.99
	COBORN'S GROCERY 7900 SUNWOOD DRIVE RAMSEY MN 55303								Summary Total 624.99
									Payment Amount 624.99
100111	COMMERCIAL ASPHALT COMPANY	ASPHALT	PV	69289	001	09101	9/15/2013	130915	115.92
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480								Summary Total 115.92
									Payment Amount 115.92

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CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100125	COUNTRYSIDE PRINTING INC	SPECIAL NEWSLETTER-FRAN. FEE	PV	69256	001	09101	9/23/2013	31942	1,515.00
								Summary Total	1,515.00
	COUNTRYSIDE PRINTING 6250 BUNKER LAKE BLVD NW	ENVELOPES	PV	69257	001	09101	9/12/2013	31929	368.72
								Summary Total	368.72
	SUITE 113 RAMSEY MN 55303	BUSINESS CARD-R. JARSON	PV	69290	001	09101	9/13/2013	31931	43.28
								Summary Total	43.28
		RECYCLE POST CARDS	PV	69328	001	09604	9/10/2013	31921	630.69
								Summary Total	630.69
								Payment Amount	2,557.69
100127	CROW RIVER FARM EQUIPMENT COMPANY	MISC SUPPLIES	PV	69291	001	09101	9/10/2013	162987	29.16
								Summary Total	29.16
	CROW RIVER FARM EQUIPMENT COMPANY 17685 - 53RD STREET NE	FIRE RINGS	PV	69292	001	09297	9/5/2013	162798	362.09
								Summary Total	362.09
	ROGERS MN 55374							Payment Amount	391.25
100144	DEHN OIL COMPANY	DYED DIESEL	PV	69258	001	09101	9/23/2013	22283	1,816.88
								Summary Total	1,816.88
	DEHN OIL COMPANY 6735 141ST AVENUE NW	DYED DIESEL	PV	69259	001	09101	9/23/2013	22280	737.00
								Summary Total	737.00
	RAMSEY MN 55303							Payment Amount	2,553.88
100158	ECM PUBLISHERS INC	SEPT 13 MTG	PV	69260	001	09101	9/20/2013	26100	164.00
								Summary Total	164.00
	ECM PUBLISHERS INC 4095 COON RAPIDS BLVD	OCT 3- HEARING	PV	69329	001	09804	9/20/2013	26101	61.50
								Summary Total	61.50
	COON RAPIDS MN 55433	SEPT 24 HEARING	PV	69330	001	09101	9/13/2013	23953	56.38
								Summary Total	56.38
								Payment Amount	281.88
106624	EHLERS AND ASSOCIATES, INC	RE: GENERAL TIF SERVICES	PV	69293	001	09214	9/11/2013	346935	400.00
								Summary Total	400.00
	EHLERS & ASSOCIATES, INC							Payment Amount	400.00

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CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	3060 CENTRE POINTE DRIVE ROSEVILLE MN 55113-1105	COR TIF ANALYSIS	PV	69294	001	09214	9/11/2013	346934	4,900.00
								Summary Total	4,900.00
		COR TIF ANALYSIS	PV	69295	001	09214	9/10/2013	346883	100.00
								Summary Total	100.00
								Payment Amount	5,400.00
113651	ELECTRO WATCHMAN INC ELECTRO WATCHMAN INC ONE W WATER STREET SUITE 110 ST PAUL MN 55107	RE: SUNFISH LAKE PARK	PV	69261	001	09101	9/19/2013	207161	847.50
								Summary Total	847.50
								Payment Amount	847.50
113321	FACTORY MOTOR PARTS FACTORY MOTOR PARTS 3731 THURSTON AVENUE ANOKA MN 55303	MISC PARTS FOR 637 DIESEL PUMP 637 BRAKES 637	PV	69262	001	09101	9/17/2013	1-4271758	69.67
								Summary Total	69.67
			PV	69296	001	09101	9/18/2013	6-1339029	223.19
								Summary Total	223.19
			PV	69297	001	09101	9/12/2013	6-1338508	138.27
								Summary Total	138.27
								Payment Amount	431.13
107099	FASTENAL FASTENAL COMPANY P O BOX 978 WINONA MN 55987	MISC PARTS MISC PARTS	PV	69263	001	09101	9/17/2013	MNTC8102080	29.71
								Summary Total	29.71
			PV	69299	001	09601	9/13/2013	MNTC8102064	12.34
								Summary Total	12.34
								Payment Amount	42.05
110760	FIRE SAFETY USA, INC FIRE SAFETY USA, INC 3253 19TH STREET NW ROCHESTER MN 55901	SMOKE FLUID	PV	69264	001	09101	9/20/2013	63412	112.22
								Summary Total	112.22
								Payment Amount	112.22
100189	G AND K SERVICES INC G AND K SERVICES INC PO BOX 1450-NW 7536 MINNEAPOLIS MN 55485-7536	UNIFORM CLEANING UNIFORM CLEANING UNIFORM CLEANING UNIFORM CLEANING	PV	69265	001	09101	9/18/2013	1006720229	84.00
			PV	69265	002	09101	9/18/2013	1006720229	10.00
			PV	69265	003	09101	9/18/2013	1006720229	155.82
			PV	69265	004	09101	9/18/2013	1006720229	155.81

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CITY OF RAMSEY
Create Payment Control Groups

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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
		Summary Total			405.63
	UNIFORM CLEANING	PV 69266 001 09101	9/25/2013	1006731487	84.00
	UNIFORM CLEANING	PV 69266 002 09101	9/25/2013	1006731487	10.00
	UNIFORM CLEANING	PV 69266 003 09101	9/25/2013	1006731487	81.77
	UNIFORM CLEANING	PV 69266 004 09101	9/25/2013	1006731487	81.77
		Summary Total			257.54
		Payment Amount			663.17
111473	GFOA	MEMBERSHIP- D. LUND	PV 69331 001 09101	9/23/2013 092313	190.00
	GFOA				Summary Total
	3076 EAGLE WAY				190.00
	CHICAGO IL 60678-1030				
					Payment Amount
					190.00
100211	HAWKINS INC	CHEMICALS	PV 69300 001 09601	9/9/2013 3512555	4,113.84
	HAWKINS INC				Summary Total
	P O BOX 860263				4,113.84
	MINNEAPOLIS MN 55486-0263				
					Payment Amount
					4,113.84
106324	INSPECTRON INC	AUGUST 13 SERVICES	PV 69332 001 09101	9/18/2013 091813	9,850.00
	INSPECTRON INC				Summary Total
	CODE COMPLIANCE INSPECTIONS				9,850.00
	15120 CHIPPENDALE AVE SUITE 104				
	ROSEMOUNT MN 55068				
					Payment Amount
					9,850.00
100256	LANO EQUIPMENT INC	FILTERS FOR 671	PV 69298 001 09101	9/23/2013 02-50544	46.50
	LANO EQUIPMENT INC				Summary Total
	6140 HIGHWAY 10 NW				46.50
	ANOKA MN 55303				
					Payment Amount
					46.50
100264	LETOURNEAU, JOHN	MEETING- COR	PV 69333 001 09101	10/1/2013 100113	93.30
	JOHN LETOURNEAU				Summary Total
	14607 BOWERS DRIVE NW				93.30
	RAMSEY MN 55303				
					Payment Amount
					93.30

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CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100266	LOGIS	NETWORK AUG 17, 2013	PV	69267	001	09101	8/31/2013	37330	1,138.50
	LOGIS 5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036								Summary Total 1,138.50
									Payment Amount 1,138.50
106557	LYNN AND ASSOCIATES	PEER GROUP - HALF YEAR	PV	69301	001	09101	9/11/2013	RAM1:2013	600.00
	LYNN AND ASSOCIATES 5435 WEDGEWOOD DRIVE SHOREWOOD MN 55331								Summary Total 600.00
									Payment Amount 600.00
100271	MAIN MOTORS	PARTS FOR 407	PV	69302	001	09101	9/23/2013	293281	70.44
	MAIN MOTORS 435 WEST MAIN STREET ANOKA MN 55303								Summary Total 70.44
									Payment Amount 70.44
106616	MARTIN MCALLISTER, INC	EVAL-R. JARSON	PV	69303	001	09101	8/30/2013	8667	450.00
	MARTIN MCALLISTER, INC 3900 IDS CENTER MINNEAPOLIS MN 55402								Summary Total 450.00
									Payment Amount 450.00
108129	MCDOWALL COMPANY	WORK AT CITY HALL	PV	69304	001	09101	9/12/2013	216568	2,500.00
	MCDOWALL COMPANY P O BOX 746 WAITE PARK MN 56387								Summary Total 2,500.00
		WORK AT CITY HALL	PV	69305	001	09101	9/12/2013	216567	372.50
									Summary Total 372.50
		REPAIR AT CH	PV	69335	001	09101	9/23/2013	216712	510.00
									Summary Total 510.00
									Payment Amount 3,382.50
108201	METRO TENT RENTAL	RES TOUR	PV	69268	001	09295	9/11/2013	3853	92.29
	METRO TENT RENTAL 9273 188TH AVE NW ELK RIVER MN 55330								Summary Total 92.29
		ENVIRO EXPO TENT	PV	69336	001	09101	8/5/2013	3824	961.88
									Summary Total 961.88

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CITY OF RAMSEY
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Payment Instrument Check Payment
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Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
Payment Amount									1,054.17
106555	MINNEAPOLIS, CITY OF	AUG 13 TRANSACTION FEES	PV	69288	001	09101	9/9/2013	400413004219	148.50
	MINNEAPOLIS FINANCE DEPT P O BOX 77038 MINNEAPOLIS MN 55480-7738			Summary Total					148.50
Payment Amount									148.50
104920	MINNESOTA HIGHWAY SAFETY RESEARCH CNTR	CLASS- T. FRANKFURTH	PV	69334	001	09101	9/24/2013	31551	396.00
	MINNESOTA HIGHWAY SAFETY RESEARCH CNTR 720 FOURTH AVENUE SOUTH ST CLOUD MN 56301-4498			Summary Total					396.00
Payment Amount									396.00
100341	MTI DISTRIBUTING INC	CAP	PV	69306	001	09101	9/11/2013	929039-00	141.88
	MTI DISTRIBUTING INC SDS 12-1900 P O BOX 86 MINNEAPOLIS MN 55486-1900			Summary Total					141.88
Payment Amount									141.88
100345	NAPAAUTO PARTS ELK RIVER	BATTERY FOR PAVER	PV	69307	001	09101	9/23/2013	701752	105.80
	NAPAAUTO PARTS ELK RIVER 17137 YALE STREET NW			Summary Total					105.80
	P O BOX 1041	RETAINER FOR 637	PV	69308	001	09101	9/18/2013	701065	11.31
	ELK RIVER MN 55330			Summary Total					11.31
		COOLANT FOR 637	PV	69309	001	09101	9/18/2013	701066	32.04
Summary Total									32.04
Payment Amount									149.15
100363	NORTHERN SANITARY SUPPLY CO	RETURN- CREDIT MEMO	PD	69310	001	09101	9/4/2013	106347	42.75-
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433			Summary Total					42.75-
		MISC SUPPLIES	PV	69311	001	09101	9/12/2013	163934	336.26
Summary Total									336.26
Payment Amount									293.51

R04570

CITY OF RAMSEY
Create Payment Control Groups

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

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
103461	NORTHERN TECHNOLOGIES INC	SERVICES AUG 2013	PV	69312	001	09101	8/31/2013	10023	810.00
	NORTHERN TECHNOLOGIES INC 1408 NORTHLAND DRIVE SUITE 107 MENDOTA HEIGHTS MN 55120								Summary Total 810.00
									Payment Amount 810.00
100368	OFFICE DEPOT	MISC OFFICE SUPPLIES	PV	69269	001	09101	9/18/2013	677102127001	15.37
	OFFICE DEPOT P O BOX 70049 LOS ANGELES CA 90074-0049								Summary Total 15.37
									Payment Amount 15.37
110480	OPUS 21 MANAGEMENT SOLUTIONS	AUGUST 2013 BILLING	PV	69313	001	09601	9/6/2013	130837	269.68
	OPUS 21 MANAGEMENT SOLUTIONS	AUGUST 2013 BILLING	PV	69313	002	09601	9/6/2013	130837	215.74
	680 COMMERCE DRIVE SUITE 160 WOODBURY MN 55125	AUGUST 2013 BILLING	PV	69313	003	09601	9/6/2013	130837	215.74
		AUGUST 2013 BILLING	PV	69313	004	09601	9/6/2013	130837	161.79
		AUGUST 2013 BILLING	PV	69313	005	09601	9/6/2013	130837	215.74
									Summary Total 1,078.69
									Payment Amount 1,078.69
113444	PRECISE	AUGUST 2013	PV	69270	001	09101	9/17/2013	IN200-1000264	154.18
	PRECISE 501 EAST CLIFF ROAD SIUTE 100 BURNSVILLE MN 55337								Summary Total 154.18
									Payment Amount 154.18
107978	PREMIER COMMERCIAL PROPERTIES INC	REIMB-FURNACE FILTERS/KEYS	PV	69314	001	09410	9/24/2013	3721	44.53
	PREMIER COMMERCIAL PROPERTIES INC 6897 139TH LANE NW RAMSEY MN 55303								Summary Total 44.53
									Payment Amount 44.53
113737	RATWIK, ROSZAK AND MALONEY, PA	AUGUST BILLING	PV	69337	001	09101	8/31/2013	53175	4,000.00

R04570

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Create Payment Control Groups

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Payment Instrument Check Payment
Pay Through Date 12/31/2013

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Item	Co	Due Date	Invoice Number	Payment Amount
	RATWIK, ROSZAK AND MALONEY, PA 300 U.S. TRUST BUILDING 730 SECOND AVENUE SOUTH MINNEAPOLIS MN 55402							Summary Total	4,000.00
								Payment Amount	4,000.00
111114	RESCUEPAX RESCUEPAX 3248 70TH STREET E. INVER GROVE HEIGHTS MN 55076	WATER RESCUE TRAINING	PV	69315	001	09101	9/12/2013	162	900.00
								Summary Total	900.00
								Payment Amount	900.00
112475	S AND T OFFICE PRODUCTS INC	OFFICE SUPPLIES	PV	69272	001	09101	9/5/2013	01PY7498	186.23
	S AND T OFFICE PRODUCTS INC	OFFICE SUPPLIES	PV	69272	002	09101	9/5/2013	01PY7498	7.05
	1000 KRISTEN COURT ST PAUL MN 55110	OFFICE SUPPLIES	PV	69338	001	09101	9/11/2013	01PY9804	83.49
		OFFICE SUPPLIES	PV	69339	001	09101	9/5/2013	01PY7169	810.99
		OFFICE SUPPLIES	PV	69340	001	09101	9/5/2013	01PY7168	99.32
		OFFICE SUPPLIES	PV	69340	002	09101	9/5/2013	01PY7168	24.75
		OFFICE SUPPLIES	PV	69341	001	09101	9/6/2013	01PY7912	30.99
								Summary Total	1,242.82
								Payment Amount	1,242.82
109415	SOLBREKK SOLBREKK 1000 BOONE AVENUE N. SUITE 650 GOLDEN VALLEY MN 55427	SERVICE-QUICKFIELDS	PV	69271	001	09101	9/23/2013	105652	579.80
								Summary Total	579.80
								Payment Amount	579.80
112996	STANTEC CONSULTING SERVICES INC	RAMSEY-DEVEL. REVIEW	PV	69316	001	09101	9/17/2013	723880	1,046.25
	STANTEC CONSULTING SERVICES INC 13980 COLLECTIONS CENTER DRIVE CHICAGO IL 60693							Summary Total	1,046.25

R04570

CITY OF RAMSEY
Create Payment Control Groups

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

Payee		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
Payment Amount								1,046.25	
100469	STREICHER'S POLICE EQUIPMENT	BELT-PD	PV	69317	001	09101	9/11/2013	I1045444	79.99
STREICHER'S POLICE EQUIPMENT LB# 7873 P O BOX 9438 MINNEAPOLIS MN 55440-9438								Summary Total	79.99
Payment Amount								79.99	
109273	TACTICAL SOLUTIONS	CERTIFICATION OF RADAR UNITS	PV	69342	001	09101	8/29/2013	3999	494.72
TACTICAL SOLUTIONS 9322 MAGGIE LANE SAVAGE MN 55378								Summary Total	494.72
Payment Amount								494.72	
100485	TIMESAVER OFF SITE SECRETARIAL INC	SEPT 2013 MTGS	PV	69318	001	09101	9/13/2013	M20040	441.20
TIMESAVER OFF SITE SECRETARIAL INC 1056 JACKSON STREET S SHAKOPEE MN 55379-2077								Summary Total	441.20
Payment Amount								441.20	
105706	TINKLENBERG GROUP INC	SEPT BILLING- ARMSTRONG	PV	69343	001	09400	9/30/2013	1898	1,828.04
THE TINKLENBERG GROUP INC 11234 FOREST COURT NE BLAINE MN 55449-5920								Summary Total	1,828.04
Payment Amount								1,828.04	
107059	TJ ASSOCIATES PRINTING INC	SIGN WORK-GOLF EVENT	PV	69273	001	09230	9/10/2013	209313	100.20
T J ASSOCIATES PRINTING INC 6441 140TH COURT N.W. RAMSEY MN 55303								Summary Total	100.20
Payment Amount								100.20	
112079	TOKLE INSPECTIONS INC	AUGUST 2013 BILLING	PV	69320	001	09101	9/16/2013	091613	2,679.37

R04570

CITY OF RAMSEY
Create Payment Control Groups

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

Payee	Stub	Document	Due	Invoice	Payment					
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount	
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448								Summary Total	2,679.37
									Payment Amount	2,679.37
100494	TRUGREEN CHEMLAWN INC 11755 95TH AVENUE N MAPLE GROVE MN 55369	TREAT ALPINE PARK-POISON IVY	PV	69319	001	09101	9/9/2013	6613090913		320.63
									Summary Total	320.63
									Payment Amount	320.63
100497	UNIFORMS UNLIMITED 935 NORTH DALE STREET ST. PAUL MN 55103	BELTS FOR PD	PV	69344	001	09101	9/24/2013	177356		107.96
									Summary Total	107.96
									Payment Amount	107.96
113735	VILLAGE GREEN LANDSCAPES 520 FRONT AVENUE ST PAUL MN 55117	MOW/TRIM/BLOW AUGUST 2013 CH AUG 13 MOW SERVICES DRAW-AUG 13 MOW SERVICE	PV	69274	001	09101	9/12/2013	43841		221.23
									Summary Total	221.23
									Summary Total	256.50
									Summary Total	256.50
									Summary Total	1,731.38
									Summary Total	1,731.38
									Payment Amount	2,209.11
105628	WELLS CATERING SERVICE 7533 SUNWOOD DRIVE SUITE 108 RAMSEY MN 55303	MEETING SEPT 17,2013	PV	69277	001	09101	9/17/2013	28287		81.23
									Summary Total	81.23
									Payment Amount	81.23
113107	WILDLIFE SCIENCE CENTER 5463 WEST BROADWAY AVENUE	EXPO PROGRAM 2013	PV	69345	001	09101	9/7/2013	3366		545.00
									Summary Total	545.00

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

RESOLUTION #13-10-174

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF SEPTEMBER 19, 2013 THROUGH OCTOBER 2, 2013.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of September 19, 2013, through October 2, 2013, in the amount of \$504,240.16; 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 September 19, 2013, through October 2, 2013, in the amount of \$ 504,240.16.

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 8th day of October 2013.

Mayor

ATTEST:

City Clerk

Meeting Date: 10/08/2013

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Report from Public Works Committee dated September 17, 2013.

1. Consider Allowing the Use of High Density Polyethylene Pipe for Water Service Line: Ratify the recommendation of the Public Works Committee to recommend that the City Council amend City Code Section 58-113(a) to allow the use of High Density Polyethylene (HDPE) pipe in lieu of soft copper for water service lines from the curb stop to the residence.

Committee/Staff Input

1. Signal Timing on Highway 10 Corridor: Informational; no action required.
2. 2013 Public Works Department Operations and Staffing Survey Results: Informational: no action required.

Background:

The Public Works Committee held its regular meeting on September 17, 2013 and discussed the following cases:

1: Consider Allowing the Use of High Density Polyethylene Pipe for Water Service Line: Public Works Superintendent Riemer reviewed the staff report and recommendation the City Council amend City Code Section 58-113(a) to allow the use of High Density Polyethylene (HDPE) pipe in lieu of soft copper for water service lines from the curb stop to the residence. He reviewed the benefits of using HDPE including lower cost, less likelihood of theft, and ease of splicing. He indicated HDPE has a longer life than cooper and involves no health risks. Public Works Superintendent Riemer explained that cooper will still be used from the main to the curb stop for ease of locating. Motion to recommend Council amend City Code Section 58-113(a) to allow the use of High Density Polyethylene (HDPE) pipe in lieu of soft copper for water service lines from the curb stop to the residence.

Committee/Staff Input

1. Signal Timing on Highway 10 Corridor

Public Works Superintendent Riemer provided a traffic simulation of Highway 10 and its intersections at Ramsey Boulevard NW, Armstrong Boulevard NW, Sunfish Lake Boulevard, Main Street, Fairoak Avenue, and Thurston Avenue that was developed based on traffic counts. He reviewed the staff report and response of Kevin Schwartz of Mn/DOT indicating a limited number of cars are allowed to enter the Highway corridor from intersecting roads because the corridor is over capacity and any changes to the timing at one signal effects the traffic volumes on the whole corridor. Informational; no action required.

2. 2013 Public Works Department Operations and Staffing Survey Results

Public Works Superintendent Riemer reviewed the staff report and presented survey results of neighboring communities relating to Public Works staffing levels. He stated Ramsey is operating at the top with efficiencies and staff is not currently working over-time hours. Informational; no action required.

Recommendation:

Staff recommends ratifying the recommendation of the Public Works Committee.

Action:

Motion to ratify the recommendation of the Public Works Committee.

Attachments

Agenda

Form Review

Inbox

Grant Riemer

Kurt Ulrich

Form Started By: MaryJo Warner

Final Approval Date: 10/03/2013

Reviewed By

Grant Riemer

Kurt Ulrich

Date

09/27/2013 09:43 AM

10/03/2013 09:27 AM

Started On: 09/24/2013 03:13 PM

City of Ramsey
Agenda
Public Works Committee
Tuesday September 17, 2013
Immediately following Personnel Committee
Lake Itasca Room, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Citizen Input**
3. **Approve Agenda**
4. **Approve Minutes**
 1. Approve July 16, 2013 meeting minutes.
5. **Committee Business**
 1. Consider Allowing the Use of High Density Polyethylene Pipe for Water Service Line
6. **Committee/Staff Input**
 1. Signal Timing on Hwy 10 Corridor
 2. 2013 Public Works Department Operations and Staffing Survey Results
7. **Adjournment**

Public Works Committee

4. 1.

Meeting Date: 09/17/2013

Submitted For: Grant Riemer

By: MaryJo Warner, Engineering/Public Works

Title:

Approve July 16, 2013 meeting minutes.

Purpose:

The Public Works Committee held its regular meeting on July 16, 2013. Please note there are no meeting minutes for approval for August 20, 2013 due to cancellation of meeting for the Annual Ramsey Business Appreciation Golf Event.

Timeframe:

n/a

Responsible Party(ies)

n/a

Observations/Alternatives:

n/a

Recommendation:

Outcome:

Motion to approve Public Works Committee meeting minutes dated July 16, 2013.

Attachments

Minutes

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/10/2013 02:04 PM
Kurt Ulrich	Kurt Ulrich	09/12/2013 02:07 PM
Form Started By: MaryJo Warner		Started On: 08/21/2013 02:50 PM
Final Approval Date: 09/12/2013		

**PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Public Works Committee conducted a regular meeting on Tuesday, July 16, 2013 at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Backous
 Councilmember Mark Kuzma
 Councilmember Chris Riley

Also Present: City Administrator Kurtis Ulrich
 Parks and Assistant Public Works Superintendent Mark Riverblood
 Public Works Superintendent Grant Riemer
 Development Services Manager Timothy Gladhill
 Councilmember John LeTourneau

1. CALL TO ORDER

Chairperson Backous called the regular meeting of the Public Works Committee to order at 6:36 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Riley and Kuzma. Voting No: None.

4. APPROVE MINUTES

4.01: Approve June 18, 2013, Meeting Minutes

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to approve the following minutes:

Regular Meeting Minutes dated June 18, 2013

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Kuzma and Riley. Voting No: None.

5. COMMITTEE BUSINESS

5.01: Consideration of Permitting Fence Encroachments across Private Property Lines

City Engineer Westby reviewed the staff report, noting the City's policy requires landowners to install fences a foot or more inside their property line in areas where a potential infrastructure conflict exists. He advised of the City's current policy and displayed pictures depicting this situation. As a result, within the Ramsey Town Center 10th Addition, fences are staggered along rear property lines to avoid damaging an existing underground storm sewer system, resulting in the unintended consequence of creating remnant strips of land two or more feet in width between rear fence lines in which property owners are not able to easily maintain their properties so there are blight and nuisance issues. It was noted the resident's request is to extend their side lot line fencing across their rear property line to connect to their neighbor's fence, thereby allowing a shared common rear fence line that would eliminate the remnant strips of property between fences. City Engineer Westby presented staff's recommendation to change the policy to allow neighbors to extend fences across private property lines to connect to neighbor's fences contingent on language being added to the building fence permit to ensure that: City infrastructure will be protected during fence construction activities; access to City infrastructure will be maintained on an on-going basis; property owners will not lose property rights as related to adverse possession laws; and, property owners are reminded to obtain permission from neighbors via a written agreement. He presented the draft language as detailed in the staff report and explained the statute relating to adverse possession. City Engineer Westby stated staff is able to revise the permit language, if so directed.

Chairperson Backous stated the Public Works Committee is familiar with this request, noting it had been misunderstood that the request was to construct fences on the property line. However, the request is to stretch a fence to the property line to connect with those posts. He noted the property owners will have to decide who will have the posts on their property and who will have to stretch their fence to attach to the posts.

City Engineer Westby stated that is a civil matter between two private property owners. Staff recommends having a written agreement and working with the City Attorney to prepare a draft template that property owners could expand upon.

Chairperson Backous stated this would provide more flexibility and not be a requirement, but an option, so he would not object.

Motion by Chairperson Backous, seconded by Councilmember Kuzma, to recommend that the City Council change the City policy allowing fences to be extended across property lines, contingent on the draft (building) fence permit language being reviewed and approved by the City Attorney and subsequently added to all (building) fence permits issued in the future.

Further discussion: Councilmember Riley asked if fences will be allowed side-to-side and also front-to-back and across the utility easements, limiting the City's ability for access of the easement. He felt some day in the future the City will need to remove someone's fence and

property owners will object or want the City to pay for it. Chairperson Backous asked if this agreement would be attached to the title so a new property owner would be aware in case the property is sold. Development Services Manager Gladhill stated that could be required, noting in this case it is magnified because it involves a pipe in the ground. He stated if that is the direction, then the cost for the document recording would be the requirement of the property owner, noting it can cost \$50 to \$100 to record such a document with the title. In addition, it would be necessary for the City to provide an agreement template. Councilmember Riley asked if there are other easements where fences are not allowed to be constructed. Development Services Manager Gladhill stated there would be some easements in which the City would not allow a fence encroachment so staff would have to determine what is in each easement and make a recommendation whether it should be considered for this option. That will be part of staff's standard review. City Engineer Westby stated the City currently allows property owners to construct fences in easements but it is not allowed on the line or on top of infrastructure so the pipe is not damaged. Development Services Manager Gladhill stated this is more about the large stormwater pipe at the rear of the property.

Motion by Chairperson Backous, seconded by Councilmember Kuzma, to recommend that the City Council change the City policy allowing fences to be extended across property lines, contingent on the draft (building) fence permit language being reviewed and approved by the City Attorney and subsequently added to all (building) fence permits issued in the future, and to add a requirement for a written agreement between the property owners that is recorded, at the property owner's expense, for easements that include infrastructure.

Further discussion: Public Works Superintendent Riemer stated he does not object to allowing this option.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Kuzma and Riley. Voting No: None.

5.02: Consider Partial Vacation of Drainage and Utility Easement at 15069 Helium Street NW

City Engineer Westby reviewed the staff report and stated staff, as directed by the Public Works Committee, again contacted the property owner to discuss options. Because the property owners were not responsive, staff visited the site and found the property owner had constructed a retaining wall roughly five feet off the property line; however, the property owners never received formal approval from the City to construct the retaining wall within the existing easement. City Engineer Westby presented four options for the Public Works Committee's consideration as detailed in the staff report. Staff recommends Option 1, 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.

Chairperson Backous asked if a permit is required to construct a retaining wall.

City Engineer Westby answered in the affirmative if the wall is four feet in height.

Chairperson Backous asked about the monetary value of the five foot easement.

City Engineer Westby stated he did not determine a value.

Councilmember Riley asked if the property owner constructed a four-foot wall.

City Engineer Westby stated it may be in the three-foot range.

Development Services Manager Gladhill stated it is still in an easement so a permit would be required regardless of height.

Councilmember Kuzma stated if the property owner did not follow the rules, they should be required to remove the retaining wall and be given an opportunity to purchase five feet of easement.

Chairperson Backous agreed that the City cannot allow construction of retaining walls on public property and he would support Option 2, reviewing how the wall was constructed, and if it is to Code, discuss the cost to pay to leave the wall where it is at, and the cost of the permit.

Councilmember Riley stated the retaining wall also has to be constructed to meet Code requirements.

Development Services Manager Gladhill stated if directed, staff can use the Great River Energy transaction as a starting point to determine the price per square foot.

Councilmember Kuzma stated if the property owner does not agree to purchase the easement and construct the retaining wall to Code requirements, then the City should have a Plan B to require removal of the retaining wall.

Chairperson Backous agreed and noted the building permit will require construction to Code standards.

City Engineer Westby stated Option 1 assures the wall is correctly constructed and leaves five feet of easement in case the other property ever develops.

Chairperson Backous stated his understanding that the neighboring property will never be developed.

Development Services Manager Gladhill explained how this property had been subdivided and restrictions on buildable area until/unless public utilities are installed. He stated he will work with City Engineer Westby on this matter.

City Engineer Westby stated Option 1 is more lenient on the property owner but did not include payment for an easement or filing for a building permit.

Chairperson Backous stated there is a concern for setting precedence so the property owner should be required to pull a building permit.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to recommend that the City Council approve Option 1, 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.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Riley and Kuzma. Voting No: None.

5.03: Approve Plans and Specifications, and Joint Powers Agreement for the Mississippi River Trail

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and work with other units of government to promote and secure funding for regional trails including the Mississippi River Trail (MRT). He explained the purpose of tonight's case is to approve both the Joint Powers Agreement (JPA) and the plans and specifications for the construction of the MRT between Mississippi West Regional Park in Ramsey and Mississippi Community Park in Anoka. Parks and Assistant Public Works Superintendent Riverblood presented the terms and anticipated timeline. He stated the funding for this trail will be apportioned as indicated in the Financial Summary and JPA with Ramsey's share being funded by the Park Trust Fund that has a present balance in excess of \$4 million. Ramsey's total costs are anticipated to be about \$620,000 and this total will be reduced following reimbursement by Anoka County of \$153,000, bringing an amended total project cost to an estimated \$467,000. It was noted staff recommends approval of the plans and specifications and the JPA.

Chairperson Backous asked about parking restrictions.

Parks and Assistant Public Works Superintendent Riverblood explained there had been a miscommunication relating to parking restrictions being on both sides. However, it was ultimately clarified that parking would only be restricted to one side. In addition, he had also met with a business owner to address concerns relating to impacts.

Councilmember Kuzma asked about the need for a LRRWMO permit.

Parks and Assistant Public Works Superintendent Riverblood stated there will be a shallow ditch section for drainage and the LRRWMO's Engineer indicated he did not understand the island

was sand so he had no concern. Parks and Assistant Public Works Superintendent Riverblood stated he does not think any LRRWMO action will be required.

Chairperson Backous congratulated Parks and Assistant Public Works Superintendent Riverblood on his success with this project.

Parks and Assistant Public Works Superintendent Riverblood described the popular aspects of this trail, noting it will also help the City's retailers.

Motion by Chairperson Backous, seconded by Councilmember Kuzma, to recommend that the City Council approve the plans and specifications and the JPA for the Mississippi River Trail.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Kuzma and Riley. Voting No: None.

5.04: Cost Estimate for Pedestrian Crosswalk at Alpine Drive and Zirconium Street

Public Works Superintendent Riemer noted the Committee had directed staff to look at the option of constructing the trail to the west instead of toward the main entrance to the east. Staff staked a trail on the south side of Alpine leading into the park and terminating near the picnic pavilion and dog park. A crosswalk would still be installed at the point 200 feet west of Zirconium Street and connected by a ten-foot crushed aggregate trail (limited use trail and to reduce cost). The cost for the basic crosswalk and trail with standard crosswalk signage with striping, four ADA approved pedestrian ramps/curb cuts; 50 tons of recycled material; and, labor/equipment to install trail is \$9,300. If approved, funding would be from the Public Works Operating Budget.

Chairperson Backous stated he looked at the staking, thinks it looks awesome, and is a fairly cheap solution as a result of everyone putting their heads together. In addition, he thinks residents in that area will be happy with it. Chairperson Backous thanked staff for finding a solution, noting it included recycled materials, and comes out in a perfect place by the pavilion and dog park.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to recommend that the City Council accept staff recommendation 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.

Further discussion: Councilmember Riley asked if there is value in sending the 22 residents a note explaining this project and rationale for its placement, noting it will also create good will. Public Works Superintendent Riemer stated residents attended a past Public Works Committee meeting to revitalize the request and staff will send letters to those residents.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Kuzma and Riley. Voting No: None.

5.05: Recommend Shelter and Restroom for Riverdale Park – 2013 Capital Improvement

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and past consideration relating to a shelter and restroom for Riverdale Park. In addition, this project had been included in a Federal trail grant application to gain a higher score. He described the appearance of the shelter and presented the recommendation of staff and the Park and Recreation Commission to approve the 2013 Capital Improvement as presented within the budget detail. The cost would be \$84,000 and be funded from the Park Trust Fund.

Chairperson Backous asked if the shelter will be the same as constructed in Emerald Pond.

Parks and Assistant Public Works Superintendent Riverblood stated it will appear the same, noting it will be of block construction. The door will be equipped with a panic button to exit the building once locked and staff does inspect regularly to assure it is adequately maintained.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to recommend that the City Council approve a 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.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Riley and Kuzma. Voting No: None.

Parks and Assistant Public Works Superintendent Riverdale stated a "mister" will be purchased with the drinking fountain for installation at Central Park as part of Riverdale's project.

6. COMMITTEE / STAFF INPUT

6.01: Discuss Request to Mow Portions of an Undeveloped Park – Shawn Acres

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and described the impact from budget cuts, including reduction of areas to be mowed. He stated Shawn Acres gets little use; however, residents have asked the City to occasionally mow the front portion (near the street) of Shawn Acres Park. If approved, the funding source would be the Park Operating Budget. Staff recommends mowing on an as-needed basis.

Chairperson Backous stated he has no objection to staff's recommendation.

Councilmember Riley asked about the condition of the play slide.

Parks and Assistant Public Works Superintendent Riverblood stated a resident is currently mowing around the swing. He stated he feels compelled to remove the slide, which may be a hazard, but if that is done it will appear the City is taking away a service. It would cost \$25,000 to \$30,000 to replace this play apparatus but it cannot be justified at this park. He stated he will be addressing this situation with the Park & Recreation Commission.

Chairperson Backous asked if there is a lower cost alternative that would still be safe.

Parks and Assistant Public Works Superintendent Riverdale stated such a play structure may not be constructed to withstand years of use. In addition, it would trigger the need for a resilient surface underneath, meeting ADA, and a path with connection to the street.

Councilmember Riley asked if the City is exempt from mowing requirements placed on residents.

Parks and Assistant Public Works Superintendent Riverblood stated staff discussed how to apply long grass code requirements to the City and it was found to be easier to mow occasionally than to continually get calls of complaint.

Chairperson Backous stated there had been significant pressure and direction to staff to stop mowing this type of low use park, which he had not supported.

Councilmember Kuzma stated he would also like the grass within roundabouts to be kept at a reasonable height. Riverblood responded that it had been mowed today, and will continue to be mowed.

The consensus of the Public Works Committee was to recommend that the City Council direct staff to mow the front portions of Shawn Acres Park on as as-needed basis.

The Public Works Committee discussed the turf along Dysprosium Street. Public Works Superintendent Riemer stated the area will be sodded late summer/early fall and watered until winter freeze.

Public Works Superintendent Riemer stated staff talked with Anoka County about the 161st and Armstrong crosswalk and asked Anoka County to cover the cost of the crosswalk lights.

Parks and Assistant Public Works Superintendent Riverblood described the community garden at Tower 1 and encouraged Members to visit that site.

7. ADJOURNMENT

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 7:34 p.m.

Respectfully submitted,

Grant Riemer
Public Works Superintendent

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

Public Works Committee

5. 1.

Meeting Date: 09/17/2013

Submitted For: John Nelson

By: Grant Riemer, Engineering/Public Works

Title:

Consider Allowing the Use of High Density Polyethylene Pipe for Water Service Line

Purpose:

The purpose of this case is to consider amending Ramsey City Code Sec 58-113 (a) which currently reads "The minimum size water service shall be one-inch copper." to allow for the use of HDPE (High Density Polyethylene) pipe in lieu of soft copper for water service lines.

Timeframe:

20 minutes

Responsible Party(ies)

Grant Riemer and John Nelson

Observations/Alternatives:

Since 1985 the City of Ramsey has required all private water services hooked to the municipal water supply be 1"soft copper line. The Minnesota Plumbing Code Section 4715.0420 allows the use of many different types of service lines, including HDPE, however a municipality can require a certain type over others and in 1985 the City of Ramsey chose to require soft copper. The City currently has 4,100+ of these privately owned service lines that connect homes to the municipal water system. In contrast, homes on private well systems have been allowed to use HDPE for many years. All materials used would be required to meet current standards as described by American Society for Testing and Materials (ASTM D2239) and be installed in accordance with ASTM D 2774 as listed in The Minnesota Plumbing Code. One of the disadvantages of plastic pipe is that it is harder to locate. Consequently, the installer would also be required to include a 12 gauge, direct bury tracer wire, from the curb stop to the water meter. This wire would be used for locating purposes. The city would still require 1" copper pipe from the water main to the curb stop. This allows the utility department to positively locate our underground utilities.

There are several advantages to allowing poly pipe for water service use and cost is major consideration. A 100' roll of 1" Class C soft copper is approximately \$541.51 depending on the market. The same 100' roll of 1" poly is approximately \$52.65. This factor alone would reduce the number of burglaries at construction sites from copper thieves. As somewhat of a side issue, our police department would save staff time spent on responding to copper thefts and the follow up investigation. Poly pipe also comes in lengths up to 300', where as copper comes in 100' lengths, so the need for splices on longer runs can be eliminated with the use of poly pipe.

Recommendation:

Staff recommends amending Ramsey City Code Sec 58-113 (a) to allow for the use of HDPE (High Density Polyethylene) pipe in lieu of soft copper for water service lines from the curb stop to the residence. 1" copper pipe would still be required from the water main to the curb stop.

Outcome:

Motion to accept staff recommendation to ammending Ramsey City Code Sec 58-113 (a) to allow for the use of HDPE (High Density Polyethylene) pipe in lieu of soft copper for water service lines from the curb stop to the residence.

or

Motion to reject staff recommendation and choose an alternative based on committee discussion

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	09/12/2013 02:12 PM
Form Started By: Grant Riemer		Started On: 09/10/2013 08:48 AM
	Final Approval Date: 09/12/2013	

Public Works Committee

6. 1.

Meeting Date: 09/17/2013

Submitted For: Grant Riemer

By: Grant Riemer, Engineering/Public Works

Title:

Signal Timing on Hwy 10 Corridor

Purpose:

Update PW committee on Signal timing on Hwy 10 corridor

Timeframe:

5 Minutes

Responsible Party(ies)

Grant Riemer

Observations/Alternatives:

Staff contacted Kevin Schwartz at MnDot regarding signal timing on Hwy 10 and why such a limited number of cars are allowed to enter the corridor from intersecting roads, such as Armstrong Blvd, Ramsey Blvd, Sunfish Lk Blvd and Thurston Ave. during the morning rush hour. The answer, which is not a surprise to anyone, is the corridor is over capacity. the signals along the corridor are all inter-related. Any changes to the timing at one signal effects the traffic volumes on the whole corridor. The main traffic movement is obviously Hwy 10. If more cars are allowed to enter Hwy 10 from the side roads the traffic congestion builds on Hwy 10. There are cameras at all of the intersections and minor adjustments can be made to the timing, depending on the situation. MnDot has hired a consultant to study the signal timing on Hwy 10 to see if any improvements could be made, but most of the improvements would be limited to off peak hours. Kevin asked me to give out his phone number and he would be glad to explain the signal timing to anyone that would like more information. Kevin's Number at MnDot is 651-234-7840.

Recommendation:

Informational only

Outcome:

N/A

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kurt Ulrich

Date
09/12/2013 02:14 PM
Started On: 09/10/2013 01:08 PM

Form Started By: Grant Riemer

Final Approval Date: 09/12/2013

Public Works Committee

6. 2.

Meeting Date: 09/17/2013

Submitted For: Grant Riemer

By: MaryJo Warner, Engineering/Public Works

Title:

2013 Public Works Department Operations and Staffing Survey Results

Purpose:

Share survey results from neighboring communities on public works staffing levels. Staff would like to share that information with the PW committee.

Timeframe:

10 minutes

Responsible Party(ies)

Grant Riemer

Observations/Alternatives:

The cities of Forest Lake And Lino Lakes conducted informal surveys this past summer comparing like sized cities and their staffing levels. The basic outcome sought was to compare FTE's (full time equivalents) to population and amount of infrastructure maintained.

Recommendation:

Informational only

Outcome:

Informal discussion with PW Committee

Attachments

Lino Lakes Survey

Forest Lake Survey

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/11/2013 09:12 PM
Kurt Ulrich	Grant Riemer	09/12/2013 09:48 AM
Mary Jo Warner (Originator)	MaryJo Warner	09/12/2013 10:03 AM
Grant Riemer	Grant Riemer	09/12/2013 10:23 AM
Kurt Ulrich	Kurt Ulrich	09/12/2013 02:16 PM
Form Started By: MaryJo Warner		Started On: 09/10/2013 02:28 PM
	Final Approval Date: 09/12/2013	

City	Population	FTE Streets	Streets / Pop.	FTE Parks	Parks / Pop.	FTE Water	Water / Pop.	FTE Fleet	Fleet / Pop.	FTE Total	FTE Total / Pop.
Anoka	17,142	4	4,286	5	3,428	4	4,286	2	8,571	15	1,143
Champlin*	23,089	12	1,924		#VALUE!	3	7,696	2	11,545	17	1,358
Chanhassen	22,952	8	2,869	7	3,279	8	2,869	3	7,651	26	883
Columbia Heights	19,496	7	2,785	5	3,899	7	2,785	3	6,499	22	886
Elk River	22,974	9	2,553	5	4,595	8	2,872	2	11,487	24	957
Forest Lake*	18,375	7	2,625		#VALUE!	4	4,594	1	18,375	12	1,531
Fridley	27,208	9.5	2,864	10	2,721	10	2,721	3	9,069	32.5	837
Golden Valley	20,371	7	2,910	5	4,074	8	2,546	3	6,790	23	886
Hopkins	17,591	7	2,513	7	2,513	4	4,398	2	8,796	20	880
Hugo***	13,332	8	1,667		#VALUE!		#VALUE!	1	13,332	9	1,481
Lino Lakes	20,216	6	3,369	4	5,054	3	6,739	1	20,216	14	1,444
Mounds View	12,155	2.25	5,402	2.25	5,402	4.5	2,701	1	12,155	10	1,216
New Brighton**	21,456	10.5	2,043	2.5	8,582		#VALUE!	2	10,728	15	1,430
Prior Lake	22,796	10	2,280	6	3,799	4	5,699	2	11,398	22	1,036
Ramsey	23,688	4.5	5,264	4	5,922	3	7,896	1.5	15,792	13	1,822
Rosemount	21,874	6	3,646	5	4,375	4	5,469	2	10,937	17	1,287
Shoreview	25,043	7	3,578	7	3,578	8	3,130	2	12,522	24	1,043
Vadnais Heights	12,302	4	3,076	4	3,076	2	6,151	1	12,302	11	1,118
White Bear Lake	23,797	4	5,949	5	4,759	8	2,975	1	23,797	18	1,322

* Parks combined with Streets

** Water/Sewer combined with Streets

*** Parks and Water/Sewer combined with Streets

City of Forest Lake Public Works Department Operations and Staffing Survey

Streets:

City Name	Population	Miles of Pavement	Miles of Gravel	Total Miles Streets	Population per Mile of Streets	Miles Streets per FTE Streets	Street Lights	Street Lights per FTE Streets	Cul-de-sacs	Cul-de-sacs per Total Miles Streets	Inches Snowfall	Plowing Hours	Contract Plowing	Plow to Bare Pavement?
City of Forest Lake	18,500	100	30	130	142	26.0	841	168.2	200	1.54	2	12	1%	No
Hastings	22,500	103	0.5	103.5	217	16.6	700	112.0	95	0.92	1.5	8-10	0%	No
Ramsey	23,000	172	2.6	174.6	132	38.8	798		260	1.49	2	8	0%	No
City of South St. Paul	20,160	75	0.2	75.2	268	9.4	1,064	133.0	36	0.48	2	8-10	0%	No
Hugo	15,000	97.67	24.76	122.43	123	24.5	200	40.0	90	0.74	2	8	0%	No
Waconia	10,697	56	0.28	56.28	190	9.4	53	8.8	75	1.33	1.5	8-10	Minor	No
Mendota Heights	11,000	71	0	71	155	14.2	-	-	50	0.70	2	16	Minor	No
New Brighton	21,456	70	0	70	307	9.3	780	104.0	121	1.73	2	8-10	0%	No
Stillwater	18,000	100	0.5	100.5	179	16.8	50	8.3	100	1.00	2	8	0%	No
City of East Bethel	11,600	132	16	148	78	29.6	36	7.2	167	1.13	2	8-10	0%	No
City of Prior Lake	26,000	100	2	102	255	10.2	100	10.0	190	1.86	1	6-8	0%	No
Average	17,992	97.88	6.99	104.86	186	18.6	420	59.2	126	1.17	1.8	9.2	0.1%	No

City of Forest Lake Public Works Department Operations and Staffing Survey

FTE's

City Name	Population	FTE Streets	FTE Parks	FTE Water	FTE Sewer	FTE Fleet	FTE Admin	Total FT FTE's	Population per Total FTE's	Seasonal Streets	Seasonal Parks	Seasonal Utilities	Total Seasonal	Population per Seasonal FTE's
City of Forest Lake	18,500	5.00	1.00	2.00	2.00	1.00	1.00	12.00	1,542	1.00	4.00	1.00	6.00	3,083
Hastings	22,500	6.25	No data given	2.00	2.00	0.75	3.25	14.25	1,579	2.00	No data g	1.00	3.00	7,500
Ramsey	23,000	4.50	4.00	1.50	1.50	1.50	3.00	16.00	1,438	2.00	12.00	2.00	16.00	1,438
City of South St. Paul	20,160	8.00	3.00	2.00	2.00	2.00	1.50	18.50	1,090	1.00	6.00	1.00	8.00	2,520
Hugo	15,000	5.00	1.00	2.00	1.00	-	1.00	10.00	1,500	-	5.00	-	5.00	3,000
Waconia	10,697	6.00	2.00	2.00	2.00	1.00	2.00	15.00	713	1.00	2.00	2.00	5.00	2,139
Mendota Helghts	11,000	5.00	3.00		1.00	1.00	1.50	11.50	957	2.00	2.00	-	4.00	2,750
New Brighton	21,456	7.50	4.50	3.00	2.00	2.00	1.00	20.00	1,073	-	9.00	4.00	13.00	1,650
Stillwater	18,000	6.00	3.50		3.00	1.00	4.00	17.50	1,029	4.00	4.00	2.00	10.00	1,800
City of East Bethel	11,600	5.00	1.00	1.00	1.00	-	1.00	9.00	1,289	1.00	1.00	-	2.00	5,800
City of Prior Lake	26,000	10.00	7.00	2.00	2.00	2.00	3.00	26.00	1,000	4.00	30.00	4.00	38.00	684
Average	17,992	6.20	3.00	1.94	1.77	1.11	2.02	15.43	1,201	1.64	7.50	1.55	10.00	2,942

City of Forest Lake Public Works Department Operations and Staffing Survey

Water:

City Name	Population	Water Customers	Customers per Water FTE	City Wells	Water Treatment	Miles Watermain	Miles Watermain per Water FTE	Water Towers	Water Sold Gallons	Gallons Sold per Water FTE
City of Forest Lake	18,500	3,900	1,950	4	3	69	34.5	2	365,000,000	182,500,000
City of Ramsey	23,000	4,200	1,400	8	0	82	27.3	3	679,750,000	226,583,333
Hastings	22,500	7,000	3,500	6	1	80	40.0	4	900,000,000	450,000,000
City of South St. Paul	20,160	6,858	3,429	7	-	88	44.0	4	950,000,000	475,000,000
Hugo	15,000	3,364	1,682	4	-	55	27.5	2	336,782,800	168,391,400
Waconia	10,697	3,800	1,900	6	2	60	30.0	3		N/A
Mendota Heights	11,000	N/A	N/A	0	-	76	N/A	1		N/A
New Brighton	21,456	5,843	1,948	11		92	30.7	4	813,915,000	271,305,000
City of East Bethel	11,600	55	55	4	2	4	4.0	1	3,000,000	3,000,000
City of Prior Lake	26,000	8,001	4,001	7	1	116	58.0	2	600,000,000	300,000,000
Average	17,991	4,780	2,207	5.7	1	72	32.9	2.6	581,055,975	259,597,467

Note: Mendota Heights residents get water service from St. Paul Regional Water Service.

City of Forest Lake Public Works Department Operations and Staffing Survey

Sewer:

City Name	Population	Sewer Customers	Customers per Sewer FTE	Lift Stations	Lift Stations per Sewer FTE	Miles Sewer Line	Miles of Sewer Line per Sewer FTE	Miles Televised	Miles Cleaned	Storm Ponds	Storm Ponds per Street FTE	Catch Basins	Catch Basins per Street FTE	Basins Cleaned
City of Forest Lake	18,500	5,575	2,788	45	23	91	46	10	12	185	37	1,400	280	200
City of Ramsey	23,000	4,200	1,400	7	2	63	21	6.3	21	130		800		varies
Hastings	22,500	7,000	3,500	8	4	80	40	5	30	30	5	1,500	240	100
South St. Paul	20,160	6,858	3,429	2	1	78	39	10	3	15	2	1,400	175	75
Hugo	15,000	3,119	3,119	10	10	51	51		17		N/A		N/A	
Waconia	10,697	3,820	1,910	11	6	52	26	varies	13	150	25	1,400	233	12
Mendota Heights	11,000	4,500	4,500	5	5	76	76	13	13	98	20	1,400	280	-
New Brighton	21,456	5,872	2,936	5	3	77.52	39	18.5	37	103	14	1,204	161	varies
City of East Bethel	11,600	55	55	3	3	3.8	4	-	1.2	56	11	250	50	
City of Prior Lake	26,000	8,001	4,001	39	20	107	54	10.7	36		N/A		N/A	5
Average	17,991	4,900	2,764	14	8	68	39	9	18	96	16	1,169	203	65

City of Forest Lake Public Works Department Operations and Staffing Survey

Parks:

City Name	Population	Number of Parks	Population per Park	Acreage of Parks	Acres Mowed	Acres Mowed per Park FTE's	Miles Sidewalk	Miles Trails	Snow Removal Walks/Trails
City of Forest Lake	18,500	20	925	281.97	200.00	200	10	10	16.0
City of Ramsey	23,000	21	1,190	600	377	38	20	49	50
City of South St. Paul	20,160	15	1,344	245.00	150.00	50	60	9	5.0
Hugo	15,000	17	882	175.00	50.00	50			14.0
Waconia	10,697	20	535	163.95	60.46	30	14	13	25.0
Mendota Heights	11,000	12	917	75.00	100.00	33	0	26	26.0
New Brighton	21,456	13	1,650	160.00	100.00	22	21	4.5	21.0
City of East Bethel	11,600	17	682	300.00	360.00	360	1.2	3.6	0.6
City of Prior Lake	26,000	56	464	1,000.00	300.00	43	30	70	100.0
Average	17,490	21.22	954	333.44	188.61	92	20	23.1	28.6

CC Regular Session

6. 1.

Meeting Date: 10/08/2013

By: Bruce Westby, Engineering/Public Works

Information

Title:

Public Hearing - Introduction of Franchise Ordinances with Anoka Municipal Utility and Connexus Energy

Background:

New Franchise Ordinances with Anoka Municipal Utility and Connexus Energy need to be adopted since existing Franchise Ordinance # 92-13 recently expired. The adoption of the two new Franchise Ordinances, one for each utility, are required in order to allow the proposed Franchise Fee Ordinances being introduced this evening to be adopted and implemented.

Each utility requires some unique language therefore one ordinance will no longer work for both utilities.

Notification:

Notification of the Public Hearing was posted in the Anoka County Union on September 27th, as well as in the special October edition of the Ramsey Resident mailed on September 25th.

Observations/Alternatives:

Draft ordinance language was provided to the city by both utility companies so staff does not anticipate any objections by the utility companies regarding the draft ordinances attached.

Recommendation:

Staff recommends that Council introduce Ordinances #13-19 and 13-20 and waive the City Charter requirement to read the ordinances aloud. Staff met with both utilities and worked with them to prepare the draft Franchise Ordinances attached so no objections from the utility companies are anticipated.

Funding Source:

Preparation of the draft ordinances was completed by City staff as part of normal staff duties. The city attorney also reviewed the draft ordinances.

Council Action:

Conduct the Public Hearing and make a motion to waive the City Charter requirement to read the ordinances aloud.

Roll Call Vote:

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

Attachments

13-19 AMU F Ord

13-20 CNXS F Ord

Form Review

Inbox

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 10/03/2013

Reviewed By

Kurt Ulrich

Date

10/03/2013 03:32 PM

Started On: 09/24/2013 01:36 PM

CITY OF ANOKA ELECTRIC FRANCHISE ORDINANCE

**ORDINANCE NO. 13-19
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

AN ORDINANCE GRANTING TO THE CITY OF ANOKA, A MINNESOTA MUNICIPAL CORPORATION, ITS SUCCESSORS AND ASSIGNS, PERMISSION TO CONSTRUCT, OPERATE, REPAIR AND MAINTAIN IN THE CITY OF RAMSEY, MINNESOTA, AN ELECTRIC DISTRIBUTION SYSTEM AND TRANSMISSION LINES, INCLUDING NECESSARY POLES, LINES, FIXTURES AND APPURTENANCES, FOR THE FURNISHING OF ELECTRIC ENERGY TO THE CITY, ITS INHABITANTS, AND OTHERS, AND TO USE THE PUBLIC WAYS AND PUBLIC GROUNDS OF THE CITY FOR SUCH PURPOSES.

THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA, ORDAINS:

SECTION 1. DEFINITIONS.

- 1.1 City.** The City of Ramsey, County of Anoka, State of Minnesota.
- 1.2 City Utility System.** The facilities used for providing non-energy related public utility service owned or operated by City or agency thereof, including sewer, water, or any other public utility service owned or operated by City or agency thereof.
- 1.3 Commission.** The Minnesota Public Utilities Commission, or any successor agency or agencies, including an agency of the federal government which preempts all or part of the authority to regulate electric retail rates now vested in the Minnesota Public Utilities Commission.
- 1.4 Company.** City of Anoka Municipal Electric Utility, a Minnesota municipal corporation, its successors and assigns.
- 1.5 Electric Facilities.** Electric transmission and distribution towers, poles, lines, guys, anchors, conduits, fixtures, and necessary appurtenances owned or operated by Company for the purpose of providing electric energy for public use.
- 1.6 Notice.** A written notice served by one party on the other party referencing one or more provisions of this Ordinance. Notice to Company shall be mailed to the City Manager, City of Anoka, 2015 First Ave., Anoka, Minnesota 55303. Notice to the City shall be mailed to the City Clerk, City of Ramsey, 7550 Sunwood Drive NW, Ramsey, MN 55303. Either party may change its respective address for the purpose of this Ordinance by written notice to the other party.

1.7 **Public Ground.** Land owned by the City for park, open space or similar purpose, which is held for use in common by the public.

1.8 **Public Way.** Any street, alley, walkway or other public right-of-way within the City.

SECTION 2. ADOPTION OF FRANCHISE.

2.1 **Grant of Franchise.** City hereby grants Company, for a period of 20 years from the date passed and approved by the City, the right to transmit and furnish electric energy for light, heat, power and other purposes for public and private use within and through the limits of the City as its boundaries now exist or as they may be extended in the future. For these purposes, Company may construct, operate, repair and maintain Electric Facilities in, on, over, under and across the Public Ways and Public Grounds of City subject to the provisions of this ordinance. Company may do all reasonable things necessary or customary to accomplish these purposes, subject, however, to such reasonable regulations as may be imposed by the City pursuant to ordinance and to the further provisions of this franchise agreement.

2.2 **Effective Date.** This franchise agreement shall be in force and effect from and after passage of this ordinance, and its publication as required by law.

2.3 **Service and Rates.** The service to be provided and the rates to be charged by Company for electric service in City are subject to the jurisdiction of the Commission. The area within the City in which Company may provide electric service is subject to the provisions of Minnesota Statutes, Section 216B.40.

2.4 **Publication Expense.** The expense of publication of this ordinance will be paid by the City and reimbursed to City by Company.

2.5 **Dispute Resolution.** If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in District Court to interpret and enforce this franchise or for such other relief as may be permitted by law or equity for breach of contract, or either party may take any other action permitted by law.

SECTION 3. LOCATION, OTHER REGULATIONS.

3.1 **Location of Facilities.** Electric Facilities shall be located, constructed and maintained so as not to interfere with the safety and convenience of ordinary travel along and over Public Ways so as not to disrupt normal operation of any City Utility System previously installed therein. Electric Facilities shall be located on Public Grounds as determined by the City. Company's construction, reconstruction, operation, repair, maintenance and location of Electric Facilities shall be subject to permits if required by separate ordinance and to other reasonable regulations of the City to the extent not inconsistent with the terms of this franchise agreement. Company may abandon underground

Electric Facilities in place, provided at the City's request, Company will remove abandoned metal or concrete encased conduit interfering with a City improvement project, but only to the extent such conduit is uncovered by excavation as part of the City improvement project.

3.2 Field Locations. Company shall provide field locations for its underground Electric Facilities within a reasonable period of time on request by the City consistent with the requirements of Minnesota Statutes, Chapter 216D.

3.3 Street Openings. Company shall not open or disturb any Public Way or Public Ground for any purpose without first having obtained a permit from the City, if required by a separate ordinance, for which the City may impose a reasonable fee. Permit conditions imposed on Company shall not be more burdensome than those imposed on other utilities for similar facilities or work. Company may, however, open and disturb any Public Way or Public Ground without permission from the City where an emergency exists requiring the immediate repair of Electric Facilities. In such event Company shall notify the City by telephone to the office designated by the City as soon as practicable. Not later than the second working day thereafter, Company shall obtain any required permits and pay any required fees.

3.4 Restoration. After undertaking any work requiring the opening of any Public Way or Public Ground, Company shall restore the same, including paving and its foundation, to as good a condition as formerly existed, and shall maintain any paved surface in good condition for two years thereafter. The work shall be completed as promptly as weather permits, and if Company shall not promptly perform and complete the work, remove all dirt, rubbish, equipment and material, and put the Public Way or Public Ground in the said condition, the City shall have, after demand to Company to cure and the passage of a reasonable period of time following the demand, but not to exceed five days, the right to make the restoration at the expense of Company. Company shall pay to the City the cost of such work done for or performed by the City. This remedy shall be in addition to any other remedy available to the City for noncompliance with this Section 3.4, but the City hereby waives any requirement for Company to post a construction performance bond, certificate of insurance, letter of credit or any other form of security or assurance that may be required, under a separate existing or future ordinance of the City, except as may be required by the laws of the State of Minnesota.

3.5 Avoid Damage to Electric Facilities. Nothing in this ordinance relieves any person from liability arising out of the failure to exercise reasonable care to avoid damaging Electric Facilities while performing any activity.

3.6 Notice of Improvements. The City must give Company reasonable notice of plans for improvements to Public Ways or Public Ground where the City has reason to believe that Electric Facilities may affect or be affected by the improvement. The notice must contain: (i) the nature and character of the improvements, (ii) the Public Ways and Public Grounds upon which the improvements are to be made, (iii) the extent of the improvements, (iv) the time when the City will start the work, and (v) if more than one Public Way or Public Ground is involved, the order in which the work is to proceed. The notice must be given to Company a sufficient length of time in advance of the actual commencement of the work to permit Company to make any necessary additions, alterations or repairs to its Electric Facilities.

3.7 Shared Use of Poles. Company shall make space available on its poles or towers for City fire, water utility, police or other City facilities whenever such use will not interfere with the use of

such poles or towers by Company, by another electric utility, by a telephone utility, or by any cable television company or other form of communication company. In addition, the City shall pay for any added cost incurred by Company because of such use by City.

SECTION 4. RELOCATIONS.

4.1 Relocation of Electric Facilities in Public Ways. If the City determines to vacate for a City improvement project, or to grade, regrade, or change the line of any Public Way, or construct or reconstruct any City Utility System in any Public Way, it may order Company to relocate its Electric Facilities located therein if relocation is reasonably necessary to accomplish the City's proposed public improvement. Except as provided in Section 4.3, Company shall relocate its Electric Facilities at its own expense. The Company to relocate its Electric Facilities located therein. The Company shall relocate its Electric Facilities at its own expense. The City shall give the Company reasonable notice of plans to vacate for a City improvement project, or to grade, regrade, or change the line of any Public Way or to construct or reconstruct any City Utility System. If a relocation is ordered within five years of a prior relocation of the same Electric Facilities, which was made at Company expense, the City shall reimburse Company for non-betterment costs on a time and material basis, provided that if a subsequent relocation is required because of the extension of a City Utility System to a previously unserved area, Company may be required to make the subsequent relocation at its expense. Nothing in this Ordinance requires Company to relocate, remove, replace or reconstruct at its own expense its Electric Facilities where such relocation, removal, replacement or reconstruction is solely for the convenience of the City and is not reasonably necessary for the construction or reconstruction of a Public Way or City Utility System or other City improvement.

4.2 Relocation of Electric Facilities in Public Ground. City may require the Company at Company's expense to relocate or remove its Electric Facilities from Public Ground upon a finding by City that the Electric Facilities have become or will become a substantial impairment to the existing or proposed public use of the Public Ground.

4.3 Projects with Federal Funding. Relocation, removal, or rearrangement of any Company Electric Facilities made necessary because of the extension into or through City of a federally-aided highway project shall be governed by the provisions of Minnesota Statutes, Section 161.46, as supplemented or amended. It is understood that the right herein granted to Company is a valuable right. City shall not order Company to remove, or relocate its Electric Facilities when a Public Way is vacated, improved or realigned because of a renewal or a redevelopment plan which is financially subsidized in whole or in part by the Federal Government or any agency thereof, unless the reasonable non-betterment costs of such relocation and the loss and expense resulting therefrom are first paid to Company, but the City need not pay those portions of such for which reimbursement to it is not available.

4.5 No Waiver. The provisions of this franchise apply only to facilities constructed in reliance on a franchise from the City and shall not be construed to waive or modify any rights obtained by Company for installations within a Company right-of-way acquired by easement or prescriptive right before the applicable Public Way or Public Ground was established, or Company's rights under state or county permit.

SECTION 5. TREE TRIMMING.

Company may trim all trees and shrubs in the Public Ways and Public Grounds of City to the extent Company finds necessary to avoid interference with the proper construction, operation, repair and maintenance of any Electric Facilities installed hereunder, provided that Company shall save the City harmless from any liability arising therefrom, and subject to permit or other reasonable regulation by the City.

SECTION 6. INDEMNIFICATION.

6.1 Indemnity of City. Company shall indemnify, keep and hold the City free and harmless from any and all liability on account of injury to persons or damage to property occasioned by the construction, maintenance, repair, inspection, the issuance of permits, or the operation of the Electric Facilities located in the Public Ways and Public Grounds. The City shall not be indemnified for losses or claims occasioned through its own negligence except for losses or claims arising out of or alleging the City's negligence as to the issuance of permits for, or inspection of, Company's plans or work. The City shall not be indemnified if the injury or damage results from the performance in a proper and non-negligent manner of acts reasonably deemed hazardous by Company, and such performance is nevertheless ordered or directed by City after notice of Company's determination.

6.2 Defense of City. In the event a suit is brought against the City under circumstances where this agreement to indemnify applies, Company at its sole cost and expense shall defend the City in such suit if written notice thereof is promptly given to Company within a period wherein Company is not prejudiced by lack of such notice. If Company is required to indemnify and defend, it will thereafter have control of such litigation, but Company may not settle such litigation without the consent of the City, which consent shall not be unreasonably withheld. This section is not, as to third parties, a waiver of any defense or immunity otherwise available to the City; and Company, in defending any action on behalf of the City shall be entitled to assert in any action every defense or immunity that the City could assert in its own behalf.

SECTION 7. VACATION OF PUBLIC WAYS.

The City shall give Company at least two weeks prior written notice of a proposed vacation of a Public Way. Except where required for a City improvement project, the vacation of any Public Way, after the installation of Electric Facilities, shall not operate to deprive Company of its rights to operate and maintain such Electric Facilities, until the reasonable cost of relocating the same and the loss and expense resulting from such relocation are first paid to Company. In no case, however, shall City be liable to Company for failure to specifically preserve a right-of-way under Minnesota Statutes, Section 160.29.

SECTION 8. CHANGE IN FORM OF GOVERNMENT.

Any change in the form of government of the City shall not affect the validity of this Ordinance. Any governmental unit succeeding the City shall, without the consent of Company, succeed to all of the rights and obligations of the City provided in this Ordinance.

SECTION 9. ABANDONED FACILITIES.

Company shall comply with City ordinances, Minnesota Statutes, Section 216D.01 et seq, and Minnesota Rules Part 7819.3300, as they may be amended from time to time. Company shall maintain records describing the exact location of all abandoned and retired Electric Facilities within the City, and shall produce such records to City at City’s request, and shall comply with the location requirements of Section 216D.04 with respect to all Electric Facilities, including abandoned and retired Facilities.

SECTION 10. FRANCHISE FEE

10.1 FORM. During the term of the franchise hereby granted, and in addition to permit fees or other fees or charges that City may impose or has a right to impose, the City may impose a franchise fee on the Companies, not to exceed an amount set forth in a Fee Schedule adopted by separate ordinance from each customer in the designated Customer Classification for metered service at each and every customer location. The Fee Schedule form shall be similar to the following, and the amount of the fees may be amended from time to time by City:

The charge shall be applied monthly and shall be billed per account.

<u>Customer Classification</u>	<u>Amount per Month</u>
Residential	\$8.00
Small C&I Non-Demand	\$8.00
Small C&I Demand	\$8.00
Large C&I	\$8.00
Public Street Lighting	\$8.00
Municipal Pumping Non-Demand	\$8.00
Municipal Pumping Demand	\$8.00

Company shall, within 30 days of the City’s request, provide City with revenue estimates for establishing a fee schedule.

10.2 Separate Ordinance. The franchise fees shall be imposed by separate ordinance duly adopted from time to time by the City Council.

10.3 Collection of the Fee. The franchise fee shall be payable not less often than quarterly.

SECTION 11. SEVERABILITY

If any portion of this franchise is found to be invalid for any reason whatsoever, the validity of the remainder shall not be affected.

SECTION 12. AMENDMENT

This ordinance may be amended at any time by the City passing a subsequent ordinance declaring the provisions of the amendment, which amendatory ordinance shall become effective upon the filing of the Company’s written consent thereto with the City Clerk within 90 days after the effective date of the amendatory ordinance.

SECTION 13. REPEALER

Previous Franchises Superseded. This franchise supersedes any previous electric franchise granted to the Company or its predecessor.

SECTION 14. LIMITATION ON APPLICABILITY

This ordinance constitutes a franchise agreement between the City and Company as the only parties and no provision of this franchise shall in any way inure to the benefit of any third person (including the public at large) so as to constitute any such person as a third party beneficiary of the agreement or of any one or more of the terms hereof, or otherwise give rise to any cause of action in any person not a party hereto.

PASSED by the City Council of the City of Ramsey, Minnesota, the 22nd day of October, 2013.

Mayor

Attest:

City Clerk

Introduction date: October 8, 2013
Posting dates: October 8, 2013 – October 22, 2013
Adoption date: October 22, 2013
Publication date: October 25, 2013
Effective date: January 31, 2014

(Published in the Anoka County Union the 11th day of October, 2013.)

CONNEXUS ENERGY ELECTRIC FRANCHISE ORDINANCE

**ORDINANCE NO. 13-20
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

AN ORDINANCE GRANTING TO CONNEXUS ENERGY, A MINNESOTA COOPERATIVE CORPORATION, ITS SUCCESSORS AND ASSIGNS, PERMISSION TO CONSTRUCT, OPERATE, REPAIR AND MAINTAIN IN THE CITY OF RAMSEY, MINNESOTA, AN ELECTRIC DISTRIBUTION SYSTEM AND TRANSMISSION LINES, INCLUDING NECESSARY POLES, LINES, FIXTURES AND APPURTENANCES, FOR THE FURNISHING OF ELECTRIC ENERGY TO THE CITY, ITS INHABITANTS, AND OTHERS, AND TO USE THE PUBLIC GROUNDS AND PUBLIC WAYS OF THE CITY FOR SUCH PURPOSES.

THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA, ORDAINS:

SECTION 1. DEFINITIONS.

For purposes of this Ordinance, the following capitalized terms listed in alphabetical order shall have the following meanings:

- 1.1 City. The City of Ramsey, County of Anoka, State of Minnesota.
- 1.2 City Utility System. Facilities used for providing non-energy related public utility service owned or operated by City or agency thereof, including sewer and water service, but excluding facilities for providing heating, lighting or other forms of energy.
- 1.3 Company. Connexus Energy, a Minnesota cooperative corporation, its successors and assigns.
- 1.4 Electric Facilities. Electric transmission and distribution towers, poles, lines, guys, anchors, conduits, fixtures, and necessary appurtenances owned or operated by Company for the purpose of providing electric energy for public use.
- 1.5 Notice. A written notice served by one party on the other party referencing one or more provisions of this Ordinance. Notice to Company shall be mailed to the Chief Executive Officer, Connexus Energy, 14601 Ramsey Boulevard N.W., Ramsey, Minnesota 55303-6024. Notice to the City shall be mailed to the City Clerk, City of Ramsey, 7550 Sunwood Drive NW, Ramsey, Minnesota 55303. Either party may change its respective address for the purpose of this Ordinance by written notice to the other party.
- 1.6 Public Ground. Land owned by the City for park, open space or similar purpose, which is held for use in common by the public.
- 1.7 Public Way. Any street, alley, walkway or other public right-of-way within the City.

SECTION 2. ADOPTION OF FRANCHISE.

2.1 Grant of Franchise. City hereby grants Company, for a period of 20 years from the date passed and approved by the City, the right to transmit and furnish electric energy for light, heat, power and other purposes for public and private use within and through the limits of the City as its boundaries now exist or as they may be extended in the future. For these purposes, Company may construct, operate, repair and maintain Electric Facilities in, on, over, under and across the Public Grounds and Public Ways of City, subject to the provisions of this Ordinance. Company may do all reasonable things necessary or customary to accomplish these purposes, subject, however, to such reasonable regulations as may be imposed by the City pursuant to ordinance and to the further provisions of this franchise agreement.

2.2 Effective Date; Written Acceptance. This franchise agreement shall be in force and effect from and after the later of 30 days after its publication or its acceptance by Company. The City, by Council resolution, may revoke this franchise agreement if Company does not file a written acceptance with the City within 90 days after publication.

2.3 Service and Rates. The service to be provided and the rates to be charged by Company for electric service in City are established by Company's Board of Directors. The area within the City in which Company may provide electric service is subject to the provisions of Minnesota Statutes, Section 216B.40.

2.4 Publication Expense. The expense of publication of this Ordinance will be paid by City and reimbursed to City by Company.

2.5 Dispute Resolution. If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used, or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in District Court to interpret and enforce this franchise or for such other relief as may be permitted by law or equity for breach of contract, or either party may take any other action permitted by law.

SECTION 3. LOCATION, OTHER REGULATIONS.

3.1 Location of Facilities. Electric Facilities shall be located, constructed and maintained so as not to interfere with the safety and convenience of ordinary travel along and over Public Ways and so as not to disrupt normal operation of any City Utility System. Electric Facilities shall be located on Public Grounds as determined by the City. Company's construction, reconstruction, operation, repair, maintenance and location of Electric Facilities shall be subject to permits if required by separate ordinance and to other reasonable regulations of the City to the extent not inconsistent with the terms of this franchise agreement. Company may abandon underground Electric Facilities in place, provided at the City's request, Company will remove such underground Electric Facilities which interfere with a City improvement project, but only to the extent such Electric Facilities are uncovered by excavation

as part of the City improvement project, and restore the Public Way in accordance with Minnesota Rule 7819.1100.

3.2 Field Locations. Company shall provide field locations for its underground Electric Facilities within City consistent with the requirements of Minnesota Statutes, Chapter 216D.

3.3 Street Openings. Company shall not open or disturb any Public Ground or Public Way for any purpose without first having obtained a permit from the City, if required by a separate ordinance, for which the City may impose a reasonable fee. Permit conditions imposed on Company shall not be more burdensome than those imposed on other utilities for similar facilities or work. Company may, however, open and disturb any Public Ground or Public Way without permission from the City where an emergency exists requiring the immediate repair of Electric Facilities. In such event Company shall notify the City by telephone to the office designated by the City as soon as practicable. Not later than the second working day thereafter, Company shall obtain any required permits and pay any required fees.

3.4 Restoration. After undertaking any work requiring the opening of any Public Ground or Public Way, Company shall restore the same in accordance with Minnesota Rule 7819.1100, including paving and its foundation, to as good a condition as formerly existed, and shall maintain any paved surface in good condition for two years thereafter. The work shall be completed as promptly as weather permits, and if Company shall not promptly perform and complete the work, remove all dirt, rubbish, equipment and material, and put the Public Ground or Public Way in the said condition, the City shall have, after demand to Company to cure and the passage of a reasonable period of time following the demand, but not to exceed five days, the right to make the restoration at the expense of Company. Company shall pay to the City the cost of such work done for or performed by the City. This remedy shall be in addition to any other remedy available to the City for noncompliance with this Section 3.4, but the City hereby waives any requirement for Company to post a construction performance bond, certificate of insurance, letter of credit or any other form of security or assurance that may be required, under a separate existing or future ordinance of the City, of a person or entity obtaining the City's permission to install, replace or maintain facilities in a Public Way.

3.5 Avoid Damage to Electric Facilities. Nothing in this Ordinance relieves any person from liability arising out of the failure to exercise reasonable care to avoid damaging Electric Facilities while performing any activity.

3.6 Notice of Improvements. No less than four weeks prior to implementation, the City must give Company reasonable notice of plans for improvements to Public Grounds or Public Ways where the City has reason to believe that Electric Facilities may affect or be affected by the improvement. The notice must contain: (i) the nature and character of the improvements, (ii) the Public Grounds and Public Ways upon which the improvements are to be made, (iii) the extent of the improvements, (iv) the time when the City will start the work, and (v) if more than one Public Ground or Public Way is involved, the order in which the work is to proceed. The notice must be given to Company within a sufficient length of time in advance of the actual commencement of the work to permit Company to make any necessary additions, alterations or repairs to its Electric Facilities.

3.7 Shared Use of Poles. Company shall make space available on its poles or towers for City fire, water utility, police or other City facilities upon terms and conditions acceptable to Company whenever such use will not interfere with the use of such poles or towers by Company, by another

electric utility, by a telephone utility, or by any cable television company or other form of communication company. In addition, the City shall pay for any added cost incurred by Company because of such use by City.

SECTION 4. RELOCATIONS.

4.1 Relocation of Electric Facilities in Public Ways. If the City determines to vacate a Public Way for a City improvement project, or at City's cost to grade, regrade, or change the line of any Public Way, or construct or reconstruct any City Utility System in any Public Way, it may order Company to relocate its Electric Facilities located therein if relocation is reasonably necessary to accomplish the City's proposed public improvement. Except as provided in Section 4.3, Company shall relocate its Electric Facilities at its own expense. The City shall give Company reasonable notice of plans to vacate for a City improvement project, or to grade, regrade, or change the line of any Public Way or to construct or reconstruct any City Utility System. If a relocation is ordered within five years of a prior relocation of the same Electric Facilities, which was made at Company expense, the City shall reimburse Company for non-betterment costs on a time and material basis, provided that if a subsequent relocation is required because of the extension of a City Utility System to a previously unserved area, Company may be required to make the subsequent relocation at its expense. Nothing in this Ordinance requires Company to relocate, remove, replace or reconstruct at its own expense its Electric Facilities where such relocation, removal, replacement or reconstruction is solely for the convenience of the City and is not reasonably necessary for the construction or reconstruction of a Public Way or City Utility System or other City improvement.

4.2 Relocation of Electric Facilities in Public Ground. City may require Company, at Company's expense, to relocate or remove its Electric Facilities from Public Ground upon a finding by City that the Electric Facilities have become or will become a substantial impairment to the existing or proposed public use of the Public Ground.

4.3 Projects with Federal Funding. City shall not order Company to remove or relocate its Electric Facilities when a Public Way is vacated, improved or realigned for a right-of-way project or any other project which is financially subsidized in whole or in part by the Federal Government or any agency thereof, unless the reasonable non-betterment costs of such relocation are first paid to Company. The City is obligated to pay Company only for those portions of its relocation costs for which City has received federal funding specifically allocated for relocation costs in the amount requested by the Company, which allocated funding the City shall specifically request. Relocation, removal or rearrangement of any Company Electric Facilities made necessary because of a federally-aided highway project shall be governed by the provisions of Minnesota Statutes, Section 161.46, as supplemented or amended. It is understood that the rights herein granted to Company are valuable rights.

4.4 No Waiver. The provisions of this franchise apply only to facilities constructed in reliance on a franchise from the City and shall not be construed to waive or modify any rights obtained by Company for installations within a Company right-of-way acquired by easement or prescriptive right before the applicable Public Ground or Public Way was established, or Company's rights under state or county permit.

SECTION 5. TREE TRIMMING.

Company may trim all trees and shrubs in the Public Grounds and Public Ways of City to the extent Company finds necessary to avoid interference with the proper construction, operation, repair and maintenance of any Electric Facilities installed hereunder, provided that Company shall save the City harmless from any liability arising therefrom, and subject to permit or other reasonable regulation by the City.

SECTION 6. INDEMNIFICATION.

6.1 Indemnity of City. Company shall indemnify, keep and hold the City free and harmless from any and all liability on account of injury to persons or damage to property occasioned by the construction, maintenance, repair, inspection, the issuance of permits, or the operation of the Electric Facilities located in the Public Grounds and Public Ways. The City shall not be indemnified for losses or claims occasioned through its own negligence except for losses or claims arising out of or alleging the City's negligence as to the issuance of permits for, or inspection of, Company's plans or work. The City shall not be indemnified if the injury or damage results from the performance in a proper manner, of acts reasonably deemed hazardous by Company, and such performance is nevertheless ordered or directed by City after notice of Company's determination.

6.2 Defense of City. In the event a suit is brought against the City under circumstances where this agreement to indemnify applies, Company at its sole cost and expense shall defend the City in such suit if written notice thereof is promptly given to Company within a period wherein Company is not prejudiced by lack of such notice. If Company is required to indemnify and defend, it will thereafter have control of such litigation, but Company may not settle such litigation without the consent of the City, which consent shall not be unreasonably withheld. This section is not, as to third parties, a waiver of any defense or immunity otherwise available to the City and Company, in defending any action on behalf of the City, shall be entitled to assert in any action every defense or immunity that the City could assert in its own behalf.

SECTION 7. VACATION OF PUBLIC WAYS.

The City shall give Company at least two weeks prior written notice of a proposed vacation of a Public Way. Except where required for a City improvement project, the vacation of any Public Way, after the installation of Electric Facilities, shall not operate to deprive Company of its rights to operate and maintain such Electric Facilities, until the reasonable cost of relocating the same and the loss and expense resulting from such relocation are first paid to Company. In no case, however, shall City be liable to Company for failure to specifically preserve a right-of-way under Minnesota Statutes, Section 160.29. In accordance with Minnesota Rules, Part 7819.3200, if City's order directing vacation of the Public Way does not require relocation of Company's Electric Facilities, the vacation proceeding shall not be deemed to deprive Company of its right to continue to use the right-of-way of the former Public Way for its Electric Facilities installed prior to such order of vacation.

SECTION 8. CHANGE IN FORM OF GOVERNMENT.

Any change in the form of government of the City shall not affect the validity of this Ordinance. Any governmental unit succeeding the City shall, without the consent of Company, succeed to all of the rights and obligations of the City provided in this Ordinance.

SECTION 9. FRANCHISE FEE.

9.1 Fee Schedule. During the term of the franchise hereby granted, and in lieu of any permit or other fees being imposed on Company, the City may impose on Company a franchise fee by collecting the amounts indicated in a Fee Schedule set forth in a separate ordinance from each customer in the designated Company Customer Class. The parties have agreed that the franchise fee collected by the Company and paid to the City in accordance with this Section 9 shall not exceed 5% of the Company's Gross Revenues, as hereinafter defined, by collecting the amounts calculated on a flat fee basis.

9.2 Separate Ordinance. The franchise fee shall be imposed by a separate ordinance duly adopted by the City Council, and that separate ordinance shall dictate the date upon which collection of that franchise fee shall commence. Section 2.5 shall constitute the sole remedy for solving disputes between Company and the City in regard to the interpretation of, or enforcement of, the separate ordinance. No action by the City to implement a separate franchise fee ordinance will commence until this Ordinance is effective. A separate ordinance which imposes a lesser franchise fee on the residential class of customers than the maximum amount set forth in Section 9.1 above shall not be effective against Company unless the fee imposed on each other customer classification is reduced proportionately in the same or greater amount per class as the reduction represented by the lesser fee on the residential class.

9.3 Terms Defined. For the purpose of this Section 9, the following definitions apply:

9.3.1 "Customer Class" shall refer to the classes listed on the Fee Schedule as defined or determined in Company's electric tariffs on file with the Commission.

9.3.2 "Fee Schedule" refers to the schedule in Section 9.1 setting forth the various customer classes from which a franchise fee would be collected if a separate ordinance were implemented immediately after the effective date of this franchise agreement. The Fee Schedule in the separate ordinance may include new Customer Class added by Company to its electric tariffs after the effective date of this franchise agreement, or may be annually amended to reflect changes in the franchise fees imposed by the City.

9.3.3 "Gross Revenue" means all sums, excluding any surcharge or similar addition to the Company's charges to customers for the purpose of reimbursing the Company for the cost resulting from the franchise fee, received by the Company from the sale of electricity to its retail customers within the corporate limits of the City.

9.4 Collection of the Fee. The franchise fee shall be payable quarterly and shall be based on the amount collected by Company during complete billing months during the period for which payment is to be made by imposing a surcharge equal to the designated franchise fee for the applicable customer classification in all customer billings for electric service in each class. The payment shall be

due the last business day of the month following the period for which the payment is made. The franchise fee may be changed by ordinance from time to time; however, each change shall meet the same notice requirements and not occur more often than annually and no change shall require a collection from any customer for electric service in excess of the amounts specifically permitted by this Section 9. No franchise fee shall be payable by Company if Company is legally unable to first collect an amount equal to the franchise fee from its customers in each applicable class of customers by imposing a surcharge in Company's applicable rates for electric service. Company may pay the City the fee based upon the surcharge billed subject to subsequent reductions to account for uncollectibles, refunds and correction of erroneous billings. Company agrees to make its records available for inspection by the City at reasonable times provided that the City and its designated representative agree in writing not to disclose any information which would indicate the amount paid by any identifiable customer or customers or any other information regarding identified customers. In addition, the Company agrees to provide at the time of each payment a statement summarizing how the franchise fee payment was determined, including information showing any adjustments to the total surcharge billed in the period for which the payment is being made to account for any uncollectibles, refunds or error corrections.

9.5 Equivalent Fee Requirement. The separate ordinance imposing the fee shall not be effective against Company unless it lawfully imposes and the City monthly or more often collects a fee or tax of the same or greater equivalent amount on the receipts from sales of energy within the City by any other energy supplier, provided that, as to such a supplier, the City has the authority to require a franchise fee or to impose a tax. The "same or greater equivalent amount" shall be measured, if practicable, by comparing amounts collected as a franchise fee from each similar customer, or by comparing, as to similar customers the percentage of the annual bill represented by the amount collected for franchise fee purposes. The franchise fee or tax shall be applicable to energy sales for any energy use related to heating, cooling or lighting, or to run machinery and appliances, but shall not apply to energy sales for the purpose of providing fuel for vehicles. If the Company specifically consents in writing to a franchise or separate ordinance collecting or failing to collect a fee from another energy supplier in contravention of this Section 9.5, the foregoing conditions will be waived to the extent of such written consent.

~~9.6 Notification Requirement. In addition to the required proceedings and notification of the public by the City, a joint letter will be sent on behalf of the City and Company clearly explaining the purpose and use of the fee, the fee schedule including frequency of billing which clearly state Connexus is required under law to bill and collect the fee and distribute funds back to the City. Connexus is not profiting in any way by administering the franchise fee.~~

SECTION 10. PROVISIONS OF ORDINANCE.

10.1 Severability. Every section, provision, or part of this Ordinance is declared separate from every other section, provision, or part and if any section, provision, or part shall be held invalid, it shall not affect any other section, provision, or part. Where a provision of any other City ordinance conflicts with the provisions of this Ordinance, the provisions of this Ordinance shall prevail.

10.2 Limitation on Applicability. This Ordinance constitutes a franchise agreement between the City and Company as the only parties, and no provision of this franchise shall in any

way inure to the benefit of any third person (including the public at large) so as to constitute any such person as a third party beneficiary of the agreement or of any one or more of the terms hereof, or otherwise give rise to any cause of action in any person not a party hereto.

SECTION 11. AMENDMENT PROCEDURE.

Either party to this franchise agreement may at any time propose that the agreement be amended to address a subject of concern and the other party will consider whether it agrees that the amendment is mutually appropriate. If an amendment is agreed upon, this Ordinance may be amended at any time by the City passing a subsequent ordinance declaring the provisions of the amendment, which amendatory ordinance shall become effective upon the filing of Company's written consent thereto with the City Clerk within 90 days after the date of final passage by the City of the amendatory ordinance.

SECTION 12. PREVIOUS FRANCHISES SUPERSEDED.

This franchise supersedes any previous electric franchise granted to Company or its predecessor.

This Ordinance shall be in full force and effect from and after its adoption and publication as required by law.

PASSED and ADOPTED by the Ramsey City Council this 22nd day of October, 2013.

Mayor

ATTEST:

City Clerk

Introduction date: October 8, 2013
Posting dates: October 8, 2013 – October 22, 2013
Adoption date: October 22, 2013
Publication date: October 25, 2013
Effective date: January 31, 2014

(Published in the Anoka County Union the 11th day of October, 2013.)

Meeting Date: 10/08/2013

By: Bruce Westby, Engineering/Public Works

Information

Title:

Public Hearing - Introduction of Franchise Fee Ordinances with Anoka Municipal Utility, CenterPoint Energy, and Connexus Energy

Background:

The Problem - Aging Streets

To date, maintenance of city streets has occurred on an “as-budgeted” basis, meaning pavement preservation treatments including crack sealing, sealcoating and overlaying of existing pavements were completed as the annual budget allowed. Each year, city staff rates city streets using the Pavement Surface Evaluation and Rating (PASER) system, then prepares plans for that year’s Street Maintenance Program project, which is then bid and completed upon Council approval. Unfortunately, not all streets that need pavement preservation treatments any given year, based on their rating, receive any, resulting in pavement that is aging faster than it would have if a routine street maintenance program been followed. A routine maintenance program allows all streets to receive scheduled pavement preservation treatments, thereby maximizing the life of all city streets. It should be noted that this is not an uncommon practice among cities with limited budgets, especially cities whose streets are relatively young and not in need of major reconstruction projects. Such was the case with the City of Ramsey...until recently.

The City of Ramsey currently maintains over 174 miles of city streets with the oldest city streets being constructed in 1974. Then during the 10 year period between 1976 and 1985, over 45% of the city’s streets were constructed. The life expectancy of streets constructed over solid, well-drained subgrade soils, such as the sands found in the Anoka sand plain which Ramsey is located upon, and that receive regularly scheduled pavement preservation treatments, is approximately 60 years. However, if no pavement maintenance projects are completed over the life of a street, the life-expectancy is then less than 30 years. Since most city streets in Ramsey have been maintained on an irregular basis, the anticipated life expectancy of our existing city streets should then lie somewhere between 30 and 60 years.

As part of our street maintenance program, city staff has been rating and evaluating the pavement condition of all city streets for many years. Based on the overall mileage of streets, roughly 23.5% of city streets currently have a PASER rating between 0 and 6, whereas 76.5% are rated between 7 and 10. This indicates that the city has maintained the majority of city streets to an average PASER rating of 6.5 or better to date, which is identified as one of the goals of the recently adopted Strategic Action Plan. But when considering that over 45% of city streets are 30 to 40 years old, and when considering the age and PASER ratings of all other city streets (*see attached maps*), it is apparent that a long-term street maintenance program should be implemented to maximize the life expectancy of city streets, thereby avoiding the need to reconstruct 45% of city streets in a 10 year period which would place an unmanageable financial burden on the city.

Estimated Long-Term Street Maintenance Program Costs

Estimated costs for a long-term street maintenance program were calculated using 2013 unit bid prices received on projects that were bid in Ramsey and other nearby cities. Costs assume a life-expectancy of 60 years for all city streets, which requires that the following pavement preservation treatments be applied on a regular basis per staff’s recommended long-term street maintenance program schedule as follows. All streets would be crack sealed 3 years after initial construction, overlays, and reconstruction. Concurrent crack sealing and seal coating operations would occur in years 6, 13, 26, 33, 46, and 53. Overlay and edge milling projects would be performed in years 20 and 40.

And in approximately year 60, either a reclaim and repave project or a full reconstruction would occur, after which the maintenance cycle would begin all over again.

Based on staff's recommended long-term street maintenance program, the estimated costs needed to regularly maintain all city streets over the next 5, 10 and 60 year periods were calculated and tabulated in *Figure 1* (attached). These costs assume all city streets will be maintained and reconstructed "as is" with no change to street components (curb and gutter, pavement material, utilities, etc.), lane widths, traffic control, or pedestrian facilities.

Long-Term Street Maintenance Program Funding Options

Funding source options for street maintenance projects have traditionally included the use of special assessments (sealcoats and overlays only), MSA annual allotments, GO bonds, and general levy budgeting. However, these traditional funding sources are becoming less and less reliable as funding sources for such projects. This is primarily due to shrinking budgets, resulting in fewer dollars being budgeted annually for street maintenance projects, as well as greater public opposition in the form of public petitions being presented against such projects. Because of the City Charter, rejecting a street maintenance project in Ramsey is relatively easy for homeowners to do, making it harder to apply special assessments, leading to significant project delays. Both these issues negatively impact the city's ability to regularly and economically deliver street maintenance projects.

In 2013, our Municipal State Aid (MSA) allocation for street maintenance on MSA routes was \$443,377 and our construction/reconstruction allocation was \$576,844. However, all MSA fund allocations over the next several years will be applied towards debt from previous projects so these funds are not currently available, but they will be at some point which could potentially be used to supplement franchise fee revenue in the future.

Ideally, the funding source used for the long-term street maintenance program would be reliable, providing a defined amount year after year to fund the program as needed, plus it would be a dedicated fund, preventing portions of it from being diverted to other uses. In addition, an ideal funding source would be viewed by taxpayers as being reasonably beneficial, equitable and transparent to allow taxpayers to better understand what they are paying and where it is being spent.

New funding sources have therefore been researched. Such funding sources include the use of federal and state grants, Public-Private Partnerships, special legislation (such as Street Improvement Districts), and franchise fees. Of these newer funding sources, only franchise fees can provide the reliable, dedicated funding source needed to ensure that streets maintenance projects can be completed on a regular schedule, thereby allowing the city to maintain city streets as economically as possible, and to ensure that all street can be maintained to an average PASER rating of 6.5 as identified in the city's newly adopted Strategic Action Plan. In addition, franchise fees would be collected from property renters as well as owners, and also from tax-exempt properties, which seems to be a reasonable approach given such properties are often significant traffic generators.

State law provides cities the authority to impose franchise fees to utilities operating within the public right-of-way. This fee can be dedicated solely to help pay for the maintenance of existing city streets and would help eliminate the need to apply special assessments against property owners to help fund our long-term street maintenance program. Franchise fee revenues in the amount of \$1,700,000 would be needed to fund the gap between the \$500,000 that is budgeted through the general fund and the \$2,202,376 needed annually over the next 5 years to fully fund the long term street maintenance program based on estimated costs. This would require a monthly fee of \$8 per each electric and gas utility provider in Ramsey, which would equate to a \$16 monthly fee for a resident using both electric and gas utilities.

By consensus, Council has directed that they would like to stop using special assessments in the future for funding a portion of the street maintenance program. In the past, special assessments were levied against abutting property owners on sealcoat and overlay projects. The amounts of the assessments varied from several hundred dollars to over seven thousand dollars. In the future, this cost would climb substantially as the city starts to complete street reconstruction projects. If the current assessment policy, which allows for assessments of 50% of the total project costs on overlay projects, were to be followed, assessments on reconstruction projects could cost tens of thousands of dollars. This amount, which may not be defensible if challenged, would likely be unmanageable for many property owners, even if assessed over ten years. Rental rates would likely be affected too as rental property owners

would likely raise their rates to cover their assessments.

The adoption of utility franchise fees with our electric and gas utility providers (Anoka Electric, CenterPoint Energy, and Connexus Energy) would allow the city to charge these utilities for their use of public right-of-ways to conduct their business. While these fees would be passed along to their customers, it would allow those paying the fee to budget for a relatively small monthly fee to help fund the street maintenance program.

Council also made it clear by consensus that the following terms and conditions would need to be applied before a franchise fee program would be adopted.

- Ensure that all franchise fees collected are only spent on street maintenance program projects and not on other projects.
- Include 5 year sunset terms on all new Franchise Ordinances to allow a thorough review of revenues versus expenditures, and to consider other potential funding sources and make adjustments as desired or needed. This would include MSA fund considerations.
- Charge each gas and electric utility a fixed franchise fee amount of \$8 per month per account across commercial, industrial, and residential properties alike.
- Develop an equitable rebate program to prevent those currently paying an assessment levied with a street improvement project, or who paid their assessment up-front but would otherwise still be paying an assessment, from paying franchise fees on top of their assessment.

Franchise Fee Ordinance Adoption Process

On September 10th Council ordered two Public Hearings for October 8th, 2013. The first Public Hearing is required to introduce Franchise Ordinances with Anoka Municipal Utility and Connexus Energy since the city's existing franchise ordinance with these two companies expired on January 4th, 2013. Council therefore needs to adopt two new Franchise Ordinances with Anoka Municipal Utility and Connexus Energy prior to adopting three new Franchise Fee Ordinances with Anoka Municipal Utility, CenterPoint Energy, and Connexus Energy. CenterPoint Energy's existing Franchise Ordinance does not expire until 2023.

Once the Franchise Fee Ordinances are adopted by Council, published, and each utility is notified via certified mail that the ordinances were adopted, a waiting period of at least 90 days is required to allow the utility companies time to review and respond to the ordinances. Since the utility companies provided the city with the draft ordinance language, staff is not anticipating any requested revisions. Following the 90 day review period, the franchise fee ordinances become effective and the city can begin collecting franchise fees. If the ordinances are adopted on October 22nd, franchise fees could begin to be collected in February of 2014.

Notification:

Notifications of the Public Hearing were posted in the Anoka County Union on September 27th, as well as in the special October 2013 edition of the Ramsey Resident mailed on September 25th.

Observations/Alternatives:

Franchise fees, which cities are authorized by state statute to impose upon utilities operating within the public right-of-way, are fees charged to private utilities that benefit from using public right-of-ways to conduct their business. This fee is typically passed along to the consumer in the utility company's invoices, along with a note stating that the fee is being imposed by the city. If possible, we will work with the utility companies to make sure the note refers to the city's long-term street maintenance program, although this will likely not be possible. Again, per Council direction this fee would be dedicated solely to help pay for the maintenance of city streets and would eliminate the use of special assessments as long as the Franchise Agreements remain in force.

Franchise fees of \$8 per month per each gas and electric utility serving commercial, industrial and residential properties throughout the city would generate approximately \$1,700,000 in annual revenues to help pay for our long-term street maintenance program.

A public Open House was held on Tuesday, October 1st. It is estimated there were approximately 25 public attendees. The most common comments received included concerns that the fees collected would be used for other

projects, that some people can't afford to pay \$16 per month for franchise fees, that the distribution of cost is unfair, and that once the franchise fee program begins it will never end. Other comments included why should someone who lives on a private street pay for public streets too, and people living on MSA streets should pay a different amount than those living on non-MSA streets. A more complete list of comments will be presented to Council prior to opening the Public Hearing.

The franchise fee proposal distributes an equal amount to each metered customer. Residential and commercial properties are treated alike and charged the same fee. The utility companies have indicated that they could accommodate a different residential and commercial rate if the Council wanted to pursue that option. Generally, a different rate structure that charged some customers more, would mean some could pay less (or vice versa), if the same amount of revenue was targeted. Notably, the utilities are unable to charge homes of different values, different rates. Such a program would need to be handled via a City rebate program and the administrative costs would be high. Consequently, this option is not recommended.

Recommendation:

Staff recommends that Council introduce Ordinances #13-21, 13-22, and 13-23 and waive the City Charter requirement to read the ordinances aloud. Staff met with gas and electric utilities and worked with them to prepare the draft Franchise Fee Ordinances attached so no objections from the utility companies are anticipated.

Staff recommends charging equal monthly fees to each utility since there are approximately the same number of gas and electric customers city-wide.

Since numerous property owners are still paying special assessments on previous street improvement projects, staff recommends that Council adopt a rebate program where property owners who are currently paying an assessment for a previous street maintenance project, or who paid their assessment off early but would otherwise still be paying their assessment, receive an annual rebate at the end of the year in the amount of the franchise fees paid during that year. However, this rebate program would only apply to those property owners whose assessments for the year are greater than the amount of the franchise fees paid during that year. Rental properties, which would also qualify for rebates, must be in the name of the property owner, not the tenants. To qualify for a rental rebate, the property owner must present copies of their gas and electric bills to be refunded the amount paid toward the franchise fee for that year.

If Council desires to move forward with adopting a franchise fee, staff recommends holding the second reading of the ordinances on October 22nd, after which Council can adopt the ordinances if no further revisions are desired or requested. However, if Council wishes to review additional information prior to holding the second reading of the ordinances, staff recommends continuing the Public Hearing on October 22nd.

Staff also recommends continued communications with the public to ensure that the purpose and expected outcome of the franchise fee is well communicated to the public. This is proposed to be done by posting additional literature on the city's web site, and potentially including literature in utility billings.

Funding Source:

Preparation of the draft ordinances was completed by City staff as part of normal staff duties. The city attorney also reviewed the draft ordinances.

Council Action:

Conduct the Public Hearing and make a motion to waive the City Charter requirement to read the ordinances aloud.

Roll Call Vote:

Councilmember Johns
Councilmember Kuzma
Councilmember Tossey
Councilmember Backous

Councilmember LeTourneau
Councilmember Riley
Mayor Strommen

Attachments

13-21 AMU FF ORD

13-22 CNP FF ORD

13-23 CNXS FF ORD

LTSMP Est Costs Fig1

Street Map Ages

Street Map PASER

Form Review

Inbox

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 10/03/2013

Reviewed By

Kurt Ulrich

Date

10/03/2013 03:32 PM

Started On: 10/03/2013 07:04 AM

CITY OF ANOKA ELECTRIC FRANCHISE FEE

**ORDINANCE NO. 13-21
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

AN ORDINANCE IMPLEMENTING AN ELECTRIC ENERGY FRANCHISE FEE ON THE CITY OF ANOKA, A MUNICIPAL CORPORATION, FOR PROVIDING ELECTRIC ENERGY SERVICE WITHIN THE CITY OF RAMSEY, MINNESOTA

THE CITY OF RAMSEY DOES ORDAIN:

Section 1. Electric Franchise Fee

(a) *Definitions.* For the purposes of this Ordinance, the following terms shall have the following meanings:

- (1) City. The City of Ramsey, County of Anoka, State of Minnesota.
- (2) Company. City of Anoka Municipal Utility, a municipal corporation, its successors and assigns.
- (3) Franchise Agreement. The franchise agreement between the City and the Company pursuant to City Ordinance 13-19.
- (4) Notice. "Notice" means a writing served by any party or parties on any other party or parties. Notice to Company shall be mailed to City Manager, City of Anoka, 2015 First Ave., Anoka, Minnesota 55303. Notice to City shall be mailed to the City Clerk at 7550 Sunwood Dr. NW, Ramsey, MN 55303.

(b) *Purpose.* The Ramsey City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City. Pursuant to the Franchise Agreement the City has the right to impose a franchise fee on Company.

(c) *Franchise Fee Statement and Schedule.* A franchise fee is hereby imposed on Company commencing February 1, 2014 and in accordance with the following fee schedule:

The charge shall be applied monthly and shall be billed per account.

<u>Customer Classification</u>	<u>Amount per Month</u>
Residential	\$8.00
Small C&I Non-Demand	\$8.00
Small C&I Demand	\$8.00
Large C&I	\$8.00
Public Street Lighting	\$8.00
Municipal Pumping Non-Demand	\$8.00
Municipal Pumping Demand	\$8.00

(d) *Account Fee.* This fee is an account based fee and not a meter-based fee. In the event that an entity covered by this ordinance has more than one meter, but only one account, only one fee shall be assessed to that account. In the event any entities covered by this ordinance have more than one account, each account shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any account, the highest possible fee amount shall apply.

(e) *Payment.* Franchise fees are to be collected by the Company and submitted to the City as follows:

- January – March collections due by April 30.
- April – June collections due by July 31.
- July – September collections due by October 31.
- October – December collections due by January 31.

(f) *Record Support for Payment.* The Company shall make each payment when due and, if requested by the City, shall provide a statement summarizing how the franchise fee payment was determined, including information showing any adjustments to the total made to account for any non-collectible accounts, refunds or error corrections. The Company shall permit the City, and its representatives, access to the Company's records for the purpose of verifying such statements.

(g) *Payment Adjustments.* Payment to the City will be adjusted where the Company is unable to collect the franchise fee. This includes non-collectible accounts.

(h) *Surcharge.* The City recognizes that the Minnesota Public Utilities Commission allows the Company to add a surcharge to customer rates to reimburse the Company for the cost of implementing and administering the fee.

(i) *Dispute Resolution.* If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the

selected mediator, either party may commence an action in District Court to interpret and enforce this ordinance or for such other relief permitted by law.

(j) *Effective Date of Franchise Fee.* The effective date of this Ordinance shall be February 1, 2014. Collection of the fee shall commence February 1, 2014.

(k) *Relation to Franchise Agreement.* This ordinance is enacted in compliance with the Franchise Agreement and shall be interpreted as such.

(l) *Periodic Review.* The City Council may review this ordinance from time to time to determine whether the fees set hereby should be amended.

(m) *Permit Fees.* The Company will administer the collection and payment of franchise fees to the City. Said fees are not in lieu of permit fees, or other fees that may be imposed on the Company in relation to its operations as a public utility in the City.

Section 2. Effective Date. This ordinance takes effect as provided by the City Charter.

PASSED by the City Council of the City of Ramsey, Minnesota, the 22nd day of October, 2013.

Mayor

Attest:

City Clerk

Introduction date: October 8, 2013
Posting dates: October 8, 2013 – October 22, 2013
Adoption date: October 22, 2013
Publication date: October 25, 2013
Effective date: January 31, 2014

(Published in the Anoka County Union the 11th day of October, 2013.)

CENTERPOINT ENERGY GAS FRANCHISE FEE

**ORDINANCE NO. 13-22
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

AN ORDINANCE IMPLEMENTING A GAS ENERGY FRANCHISE FEE ON CENTERPOINT ENERGY MINNESOTA GAS (“CENTERPOINT ENERGY”) FOR PROVIDING GAS ENERGY SERVICE WITHIN THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA.

THE CITY OF RAMSEY DOES ORDAIN:

Gas Franchise Fee

(a) *Definitions.* For the purposes of this Ordinance, the following terms shall have the following meanings:

- (1) *City.* The City of Ramsey, County of Anoka, State of Minnesota.
- (2) *Company.* CenterPoint Energy Minnesota Gas (“CenterPoint Energy”), its successors and assigns.
- (3) *Franchise Agreement.* The franchise agreement between the City and Company pursuant to City Ordinance 03-16.
- (4) *Notice.* “Notice” means a writing served by any party or parties on any other party or parties. Notice to Company shall be mailed to CenterPoint Energy, Minnesota Division Vice President, 800 LaSalle Avenue, Minneapolis, MN 55402. Notice to City shall be mailed to the City Clerk at 7550 Sunwood Drive, Ramsey, Minnesota, 55303.

(b) *Purpose.* The Ramsey City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City. Pursuant to the Franchise Agreement the City has the right to impose a franchise fee on Company.

(c) *Franchise Fee Statement and Schedule.* A franchise fee is hereby imposed on Company commencing with the February 2014 billing month, and in accordance with the following fee schedule:

Customer Classification

Amount per Account per Month (\$)

Residential	\$8.00 per month
Firm A	\$8.00 per month
Firm B	\$8.00 per month
Firm C	\$8.00 per month
Small Volume, Dual Fuel A (“SVDF A”)	\$8.00 per month
Small Volume, Dual Fuel B (“SVDF B”)	\$8.00 per month
Large Volume, Dual Fuel (“LVDF”)	\$8.00 per month

(d) *Account Fee.* This fee is an account based fee and not a meter-based fee. In the event that an entity covered by this ordinance has more than one meter, but only one account, only one fee shall be assessed to that account. In the event any entities covered by this ordinance have more than one account, each account shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any account, the highest possible fee amount shall apply.

(e) *Payment.* Franchise fees are to be collected by the Company and submitted to the City as follows:
January – March collections due by April 30.
April – June collections due by July 31.
July – September collections due by October 31.
October – December collections due by January 31.

(f) *Record Support for Payment.* The Company shall make each payment when due and, if requested by the City, shall provide a statement summarizing how the franchise fee payment was determined, including information showing any adjustments to the total made to account for any non-collectible accounts, refunds or error corrections. The Company shall permit the City, and its representatives, access to the Company’s records for the purpose of verifying such statements.

(g) *Payment Adjustments.* Payment to the City will be adjusted where the Company is unable to collect the franchise fee. This includes non-collectible accounts

(h) *Surcharge.* The City recognizes that the Minnesota Public Utilities Commission may allow the Company to add a surcharge to customer rates of city residents to reimburse the Company for the cost of the fee.

(i) *Dispute Resolution.* If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in District Court to interpret and enforce this ordinance or for such other relief permitted by law.

(j) *Effective Date of Franchise Fee.* The effective date of this Ordinance shall be after its publication and ninety (90) days or more after sending written notice enclosing a copy of this adopted Ordinance to Company by certified mail. Collection of the fee shall commence as provided above.

(k) *Relation to Franchise Agreement.* This ordinance is enacted in compliance with the Franchise Agreement and shall be interpreted as such.

(l) *Periodic Review.* The City Council shall review this ordinance from time to time in whatever manner the City Administrator then determines to be appropriate, including, but not limited to, review by the City Council in either a work session or a regular session. Failure to review this ordinance shall not in any way invalidate or limit it.

~~(m) *Permit Fees.* The Company will administer the collection and payment of franchise fees to the City in lieu of permit fees, or other fees that may otherwise be imposed on the Company in relation to its operations as a public utility in the City so long as the following requirements are met:~~

~~(1) — The Company applies for any and all permits, licenses and similar documentation as though this provision did not exist.~~

~~(2) — The Company requests the fee to be waived at the time of application.~~

Section 2: Effective Date. This ordinance takes effect as provided herein.

PASSED and ADOPTED by the Ramsey City Council this 22nd day of October, 2013.

Mayor

ATTEST:

City Clerk

Introduction date: October 8, 2013
Posting dates: October 8, 2013 – October 22, 2013
Adoption date: October 22, 2013
Publication date: October 25, 2013
Effective date: January 31, 2014

(Published in the Anoka County Union the 11th day of October, 2013.)

CONNEXUS ENERGY ELECTRIC FRANCHISE FEE

**ORDINANCE NO. 13-23
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

AN ORDINANCE MODIFYING THE ELECTRIC FRANCHISE FEE ON CONNEXUS ENERGY FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF RAMSEY

THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA, ORDAINS:

SECTION 1. The City of Ramsey Code of Ordinances is hereby amended as follows:

Subdivision 1. Purpose. The Ramsey City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City of Ramsey.

(a) Pursuant to City Ordinance No. 13-20, a Franchise Agreement between the City and Connexus Energy, the City has the right to impose a franchise fee on Connexus Energy in amount and fee design as authorized in Section 9.1 of the Connexus Energy Franchise.

(b) Pursuant to City Ordinance No. 13-20, the City exercised its right to impose a franchise fee on Connexus Energy. This includes the right to modify the fee amount with the consent of Connexus Energy as to amount and notice period, to which Connexus Energy has consented.

Subd. 2. Franchise Fee Statement. Pursuant to Ordinance No. 13-20, the franchise fee imposed on Connexus Energy under its Electric Franchise is hereby amended. The amended fee schedule is attached hereto and made a part of this ordinance, commencing with Connexus Energy's February 2014 billing month.

Subd. 3. Payment and Fee Design. The franchise fee shall be payable to the City in accordance with the terms set forth in Section 9.4 of the Franchise.

a) This fee is an account based fee and not a meter based fee. An account includes all electric meters located on a single property or premises that have the same address and property owner.

b) Properties with a single address and owner shall pay the largest fee that applies to any one of their meters.

d) Separately metered space rented to tenants other than the owner shall pay a fee for each tenant meter.

e) The City Administrator, or his designee, is authorized to determine the appropriate implementation of this Section 3.2. Appeals from decisions of the staff may be taken to the City Council.

Subd. 4. Record Support for Payment. Connexus Energy shall make each payment when due and, if requested by the City, shall provide at the time of each payment a statement summarizing how the franchise fee payment was determined, including information showing any adjustments to the total surcharge billed in the period for which the payment is being made to account for any uncollectibles, refunds or error corrections.

Subd. 5. Enforcement. Any dispute, including enforcement of a default regarding this ordinance will be resolved in accordance with Section 2.5 the Franchise Agreement.

Subd. 6. Effective Date of Franchise Fee. Notwithstanding the effective date of this ordinance and notwithstanding any contrary provisions in the Franchise, the effective date of the fee collected under Subdivision 2 of this ordinance is the later of ten (10) days after the publication or after the sending of written notice enclosing a copy of this adopted ordinance upon Connexus Energy by certified mail.

Subd. 7. Fee Review. The City Council shall review this Ordinance every two years to determine whether to continue, terminate or modify the fee. If the Council deems it to be in the City's best interest to continue the fee in its current form, no Council action is necessary. If the Council deems it to be in the City's best interest to terminate or modify the fee, the Council shall give Connexus at least sixty (60) days written notice prior to the proposed change. ~~Subject to the City's rights under Minnesota law, the City shall obtain the consent of Connexus to any proposed increase in the fee but may unilaterally decrease or terminate the fee.~~

Subd. 8. The City recognizes that Connexus Energy will surcharge its customers in the City the amount of the fee.

SECTION 2. This ordinance takes effect as provided by the City Charter.

EXHIBIT A

CONNEXUS ENERGY ELECTRIC FRANCHISE
FEE SCHEDULE

<u>Class</u>	<u>Fee or % Per Month</u>
Residential	\$8.00
Small Commercial/Industrial (Non Demand)	\$8.00
General Commercial/Industrial (Demand)	\$8.00
Large Commercial/Industrial (> 1 MW Demand)	\$8.00
Outdoor Advertising (Billboards), Non-Metered Cable/TV/Phone	\$8.00
Irrigation services, Lift Station services, Siren services	\$8.00
Street Lights	\$8.00
Wells & Pumps (city well)	\$8.00

FRANCHISE FEES ARE TO BE COLLECTED BY THE UTILITY IN THE AMOUNTS SET FORTH IN THE ABOVE SCHEDULE, AND SUBMITTED TO THE CITY ON A QUARTERLY BASIS AS FOLLOWS:

January through March collections due by April 30.
April through June collections due by July 31.
July through September collections due by October 31.
October through December collections due by January 31.

This Ordinance shall be in full force and effect from and after its adoption and publication as required by law.

PASSED and ADOPTED by the Ramsey City Council this 22nd day of October, 2013.

Mayor

ATTEST:

City Clerk

Introduction date: October 8, 2013
Posting dates: October 8, 2013 – October 22, 2013
Adoption date: October 22, 2013
Publication date: October 25, 2013
Effective date: January 31, 2014

(Published in the Anoka County Union the 11th day of October, 2013.)

FIGURE 1

Last Updated 8-22-13

City of Ramsey Street Maintenance Program Cost Projections Based on Current Paser Ratings

Total City Street Data			
PASER Rating	Total Miles	Total Sq.Yd.	Total Sq.Ft.
0	1.61	22,378.75	201,408.72
1	0.40	7,213.56	64,922.00
2	0.00	0.00	0.00
3	4.93	82,233.19	740,098.67
4	9.48	159,195.84	1,432,762.60
5	11.31	192,478.79	1,732,309.11
6	13.12	226,405.34	2,037,648.09
7	26.81	480,853.48	4,327,681.31
8	50.97	841,270.74	7,571,436.69
9	32.64	530,700.68	4,776,306.13
10	22.83	455,709.98	4,101,389.85
Total	174.10	2,998,440.35	26,985,963.17

Urban City Street Data			
PASER Rating	Total Miles	Total Sq.Yd.	Total Sq.Ft.
0	0.00	0.00	0.00
1	0.00	0.00	0.00
2	0.00	0.00	0.00
3	0.00	0.00	0.00
4	1.89	33,787.64	304,088.80
5	2.39	47,425.98	426,833.85
6	7.54	138,920.81	1,250,287.27
7	10.82	222,764.81	2,004,883.27
8	13.09	247,065.23	2,223,587.03
9	7.10	141,527.97	1,273,751.77
10	14.42	312,862.61	2,815,763.48
Total	57.25	1,144,355.05	10,299,195.47

Rural City Street Data			
PASER Rating	Total Miles	Total Sq.Yd.	Total Sq.Ft.
0	1.61	22,378.75	201,408.72
1	0.40	7,213.56	64,922.00
2	0.00	0.00	0.00
3	4.93	82,233.19	740,098.67
4	7.59	125,408.20	1,128,673.80
5	8.92	145,052.81	1,305,475.26
6	5.58	87,484.54	787,360.82
7	15.99	258,088.67	2,322,798.04
8	37.88	594,205.52	5,347,849.66
9	25.54	389,172.71	3,502,554.36
10	8.41	142,847.37	1,285,626.37
Total	116.85	1,854,085.30	16,686,767.70

2013 Bid Prices per Sq. Yd. (5)		
Bid Item	Avg. Bid	Note
Crackseal (CS)	\$0.70	
Sealcoat (SC)	\$1.80	
Overlay w/ Edge Mill - Urban	\$13.50	Incl. 10% C&G rmv/rplc
Overlay w/ Edge Mill - Rural	\$11.00	
Reclaim & Repave - Urban	\$22.00	Incl. 10% C&G rmv/rplc
Reclaim & Repave - Rural	\$20.00	
Reconstruct - Urban	\$60.00	
Reconstruct - Rural	\$38.00	

(5) Bid prices include 18% indirect costs.

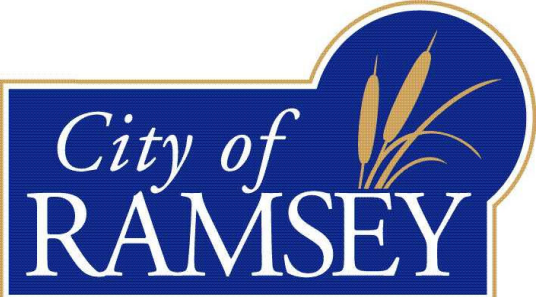
Projected 5 & 10 Year Street Maintenance Program Costs					
Program Period	Recon Cost (1)	CS/SC Cost (2)	O&EM Cost (3)	Total Cost	Avg. Annual Cost
2014 - 2018	\$4,249,368.54	\$4,526,678.98	\$2,235,831.65	\$11,011,879.17	\$2,202,375.83
2019 - 2023	\$6,792,770.27	\$4,604,956.82	\$2,837,760.80	\$14,235,487.89	\$2,847,097.58
2014 - 2023	\$11,042,138.80	\$9,131,635.81	\$5,073,592.44	\$25,247,367.05	\$2,524,736.71

- (1) Streets w/ PR = 0, 1, 2 and 3 reconstructed 2014-2018. Streets w/ PR = 4 reconstructed 2019 - 2023. If reclaim and repave can be applied in place of reconstructions, costs will be less.
- (2) Assumes all streets receive CS/SC treatments every 7 years, except at time of M&O.
- (3) Assumes all streets receive M&O treatments after 20 years and 40 years.

Projected 60 Year SMP Costs (4)				
	Recon Cost	CS/SC Cost	O&EM Cost	Total Cost
60 Year Total Cost	\$139,116,544.53	\$51,273,330.02	\$71,687,463.01	\$262,077,337.57
Avg. Annual Cost	\$2,318,609.08	\$854,555.50	\$1,194,791.05	\$4,367,955.63

(4) Cost includes 9 crackseals, 6 sealcoats, 2 overlays w/ edge mill, and 1 reconstruction. If reclaim and repave can be applied in place of reconstructions, costs will be less.

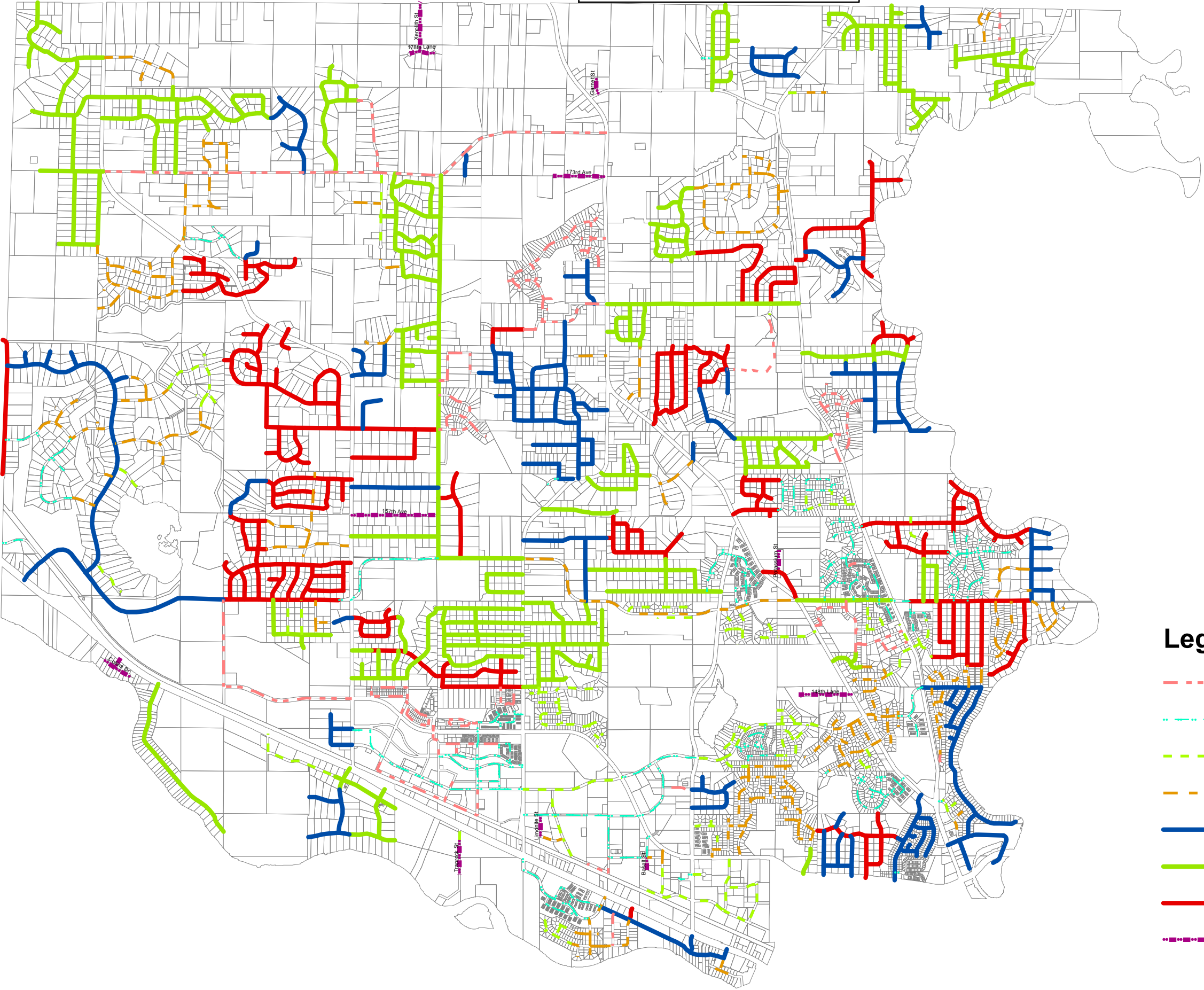
STREET AGES



CITY STREETS

Mileage Summary

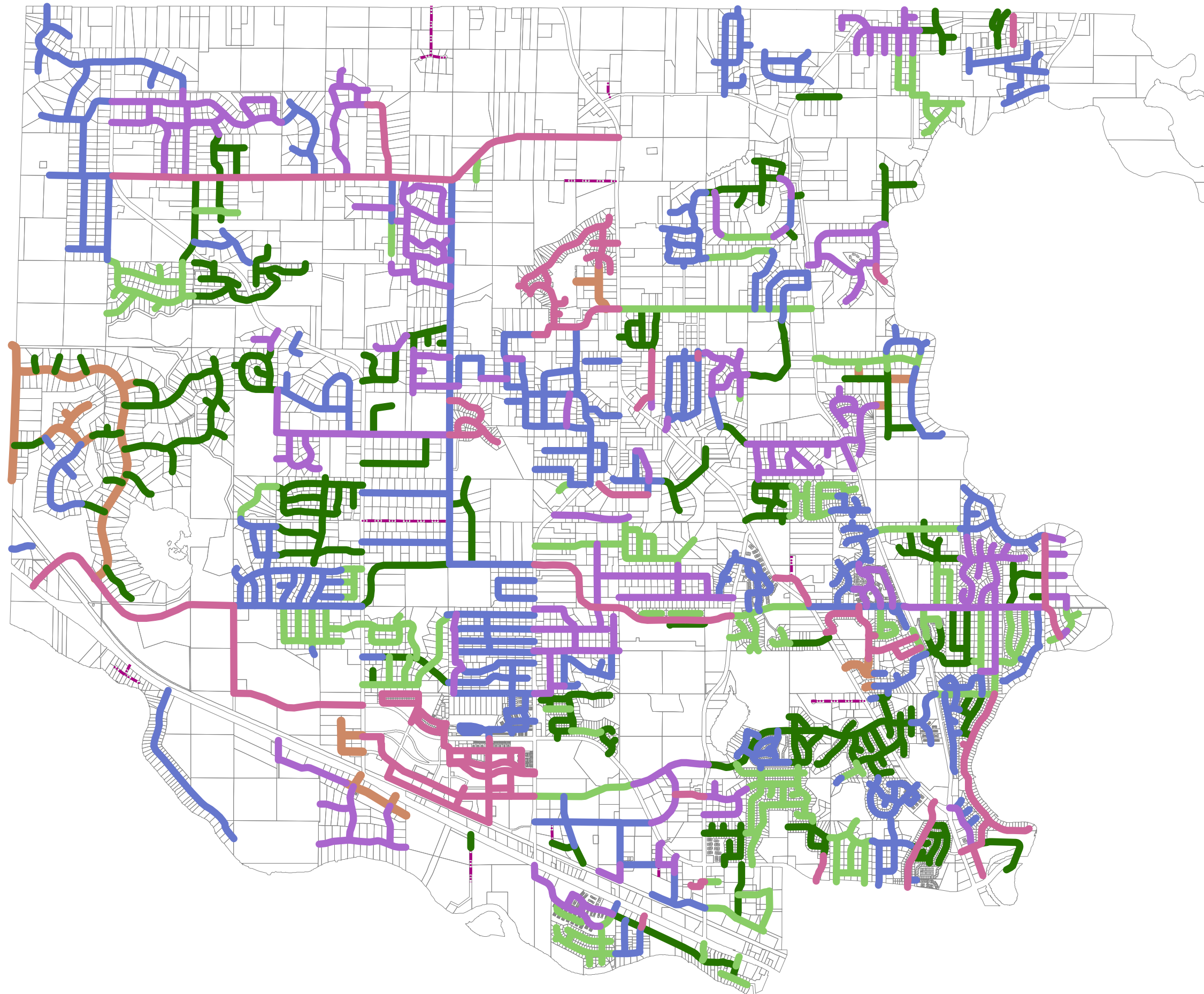
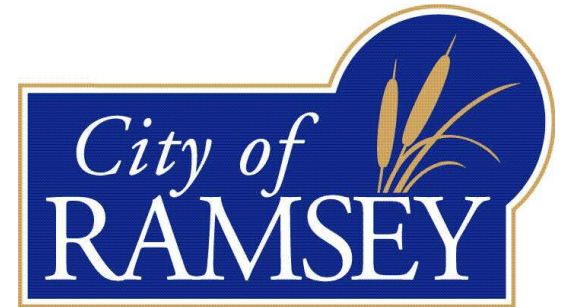
Years	Length
2005 -	16.15
2000 - 2004	18.67
1995-1999	14.19
1990-1994	25.50
1985-1989	25.12
1980-1984	41.16
1974-1979	30.92
Dirt	2.46



Legend

- 2005-
- 2000-2004
- 1995-1999
- 1990-1994
- 1985-1989
- 1980-1984
- 1974-1979
- Dirt Streets

PASER RATINGS










CITY STREETS

Mileage Summary

Paser Rtg	Length
10	22.67
9	32.57
8	50.97
7	26.20
4-6	33.91
1-3	5.39
DIRT	2.46

Legend

-  Paser 10
-  Paser 9
-  Paser 8
-  Paser 7
-  Paser 4-6
-  Paser 1-3
-  Dirt Streets

Meeting Date: 10/08/2013

Submitted For: Grant Riemer, Engineering/Public Works

By: Grant Riemer, Engineering/Public Works

Information

Title:

Introduce Ordinance Amending Section 58-113 (Water Connections) of the Ramsey City Code and Call for Public Hearing

Background:

Since 1985 the City of Ramsey has required all private water services hooked to the municipal water supply be one (1) inch soft copper line. The Minnesota Plumbing Code Section 4715.0420 allows the use of many different types of service lines, including High Density Polyethylene (HDPE). HDPE is a quality, acceptable plastic pipe for water service. However, a municipality can require a certain type of material, and further restrict the use of others.

In 1985 the City of Ramsey chose to require soft copper for all service connections. The City currently has 4,100+ of these privately owned service lines that connect homes to the municipal water system. In contrast, homes on private well systems have been allowed to use HDPE for many years.

All materials used would be required to meet current standards as described by American Society for Testing and Materials (ASTM D2239) and be installed in accordance with ASTM D 2774 as listed in The Minnesota Plumbing Code.

One of the disadvantages of plastic pipe is that it is harder to locate these underground services. Consequently, the installer would also be required to include a twelve (12) gauge, direct bury tracer wire from the curb stop to the water meter. This wire would be used for locating purposes.

Finally, the city would still require one (1) inch copper pipe from the water main to the curb stop. This allows the utility department to positively locate our underground utilities.

Notification:

If introduced, a Public Hearing Notification will be posted in the Anoka County Union prior to adopting the ordinance.

Observations/Alternatives:

Alternative #1. Adopt the Ordinance as drafted. This would be the preferred option. There are several advantages to allowing poly pipe for water service use and cost is major consideration. A 100 foot roll of one (1) inch Class C soft copper is approximately \$541.51 depending on the market. The same 100 foot roll of one (1) inch HDPE is approximately \$52.65. This factor saves the homebuyer/contractor in construction costs and also reduces the theft of copper at construction sites. As somewhat of a side issue, our police department would save staff time spent on responding to copper thefts and the follow up investigation. HDPE also comes in lengths up to 300 feet, where as copper comes in 100 foot lengths. As a result, the need for splices on longer runs would also be eliminated with the use of HDPE.

Alternative #2. Do not adopt the ordinance change and continue to require one (1) inch soft copper as the only material allowed for water service lines on the municipal water system.

Recommendation:

Staff recommends that the City council introduce Ordinance #13-18 and call for a Public Hearing at the October 22, 2013 City Council meeting

Funding Source:

Preparation of the Ordinance is being handled as part of normal staff duties

Council Action:

Motion to introduce Ordinance #13-18 amending the Ramsey City Code

Attachments

Proposed Ordinance 13-18

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/02/2013 12:00 PM
Kurt Ulrich	Kurt Ulrich	10/03/2013 09:26 AM
Form Started By: Grant Riemer		Started On: 09/24/2013 01:06 PM
Final Approval Date: 10/03/2013		

ORDINANCE #13-18

CITY OF RAMSEY

**ANOKA COUNTY
STATE OF MINNESOTA**

AN AMENDMENT TO CHAPTER 58 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS ZONING AND SUBDIVISIONS OF THE CITY CODE OF RAMSEY, MINNESOTA

AN ORDINANCE AMENDING SECTION 58-113 (WATER CONNECTIONS) 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 58-113(a) is hereby amended as follows (additions indicated as underline, deletions indicated as ~~strike through~~):

- (a) ~~The minimum size water service shall be one inch copper.~~ The minimum size water service from the curb stop to the dwelling can be one inch High Density Poly Ethylene (HDPE) or one inch copper. The HDPE pipe shall contain a twelve (12) gauge tracer wire from curb stop to meter horn and must be accessible at both ends. The minimum size water service from the watermain to the curb stop shall be one inch copper.

SECTION 3. SUMMARY

The following is the official summary of Ordinance #13-18, 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 #13-18 to amend Ramsey, Minnesota City Code Chapter to allow for the use of High Density Poly Ethylene (HDPE) pipe for water service connection.

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 22nd day of October.

Mayor

ATTEST:

City Clerk

Introduction Date:

Posting Dates:

Adoption Date:

Publication Date:

Effective Date:

Meeting Date: 10/08/2013

By: Tim Gladhill, Community Development

Information

Title:

Consider Final Plat Approval of Oakwood Acres Located Along 167th Avenue, West of Nowthen Boulevard and Approve Development Agreement; Case of Oakwood Land Development

Background:

The submitted minor subdivision proposes to plat approximately 1.1 acres to create two (2) buildable single-family lots (note: this is one [1] less lot than reviewed by Planning Commission). The subject property is generally located west of Nowthen Boulevard, south of 167th Avenue NW. The Property is located along the re-aligned portion of 167th Avenue.

City Code defines a Minor Plat as a subdivision action that involves three (3) or less lots and does not create the need for additional public infrastructure. In this case, the request is for two (2) lots and the necessary infrastructure (roads and utilities) have already been installed. The Minor Plat eliminates the need for a Preliminary Plat and Public Hearing that is required with a Major Plat.

Notification:

Staff attempted to notify all Property Owners within 700 feet of the Sketch Plan Review via Standard U.S. Mail.

Observations/Alternatives:

Zoning: The Property is located in the R-1 Residential: MUSA Zoning District. Single-family detached dwellings are a permitted use in this district. The Property is adjacent to other R-1 Residential: MUSA parcels. Density Transition requirements are not necessary.

Lot Size Requirements: There are minimum lot size requirements. The minimum required lot area is 10,800 square feet. The minimum required lot width is 80 feet.

Setbacks, Building Coverage, and Other Bulk Standards. It appears that the proposed lots will be able to accommodate required minimum standards as illustrated in the Sketch Plan. It is noted the unique configuration of Lot 1 may create some difficulty in designing an appropriate floor plan. By accepting the proposed configuration, the Applicant acknowledges that it is responsible for providing a floor plan that can be accommodated on Lot 1 without the issuance of a variance. If the the Planning Commission feels that the Applicant has not successfully demonstrated that it can accommodate a floor plan on Lot 1 without the issuance of a Variance, then the Planning Commission should consider a recommendation of a two (2) lot Plat instead of three (3) lots. It is noted that Staff believes that there would be a design available to be accommodated on the lot, so a reduction in lots is not necessary.

Access and Streets: The Property proposes to provide access to each three (3) lots from 167th Avenue, a Municipal State Aid (MSA) street. The intent of the MSA system is to limit direct access wherever possible. However, in this situation, there is no other viable alternative. In addition, when 167th Avenue was re-aligned, it was anticipated that these lots would be created and gain access from 167th Avenue as made evident by the placement of sewer and water services.

Traffic Analysis: A traffic analysis will not be required due to the size of the project.

Grading and Drainage: The Sketch Plan does not include grading/drainage information. This information is not required for Sketch Plan Review. However, this information must be submitted with the Final Plat Application, as directed by the City Engineer. A permit from the Lower Rum River Water Management Organization and NPDES from MPCA will be required.

Landscaping. The Applicant is responsible for the planting of two (2) trees per dwelling unit at the time of construction of a dwelling unit. The Applicant is also responsible for the installation of topsoil, consistent with City Code requirements. Other landscaping requirements will be spelled out with Building Permit review.

Easements: With the Final Plat Application, Staff will be reviewing compliance with the standard requirements for drainage and utility easement dedication. Drainage and utility easements must be ten (10) feet in width abutting dedicated right-of-way, five (5) feet in width along both side and rear lot lines, and encumber any 100-year flood zone for all existing and proposed surface waters and wetlands.

Right-of-Way Dedication: With the Final Plat Application, Staff will be reviewing compliance with the standard requirements for right-of-way dedication. The City requests that the City-owned parcel used for the placement of 167th Avenue be included in the Final Plat as dedicated right of way. This scenario was agreed to with the Property Owner when the Property was allowed to be subdivided by metes and bounds description. The revised Final Plat conforms to this request.

Utilities: Municipal Water and Sanitary Sewer have been extended to the site. The Applicant will be responsible for applicable connection fees to be outlined during the Final Plat Review.

Other Development Fees. The Applicant will also be responsible for Park Dedication, Trail Development, and Stormwater Management Fees. A full analysis of applicable development fees will be provided with the Final Plat Review.

Funding Source:

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

Staff Recommendation:

The Planning Commission recommends approval of the Plat.

Action:

Motion to adopt Resolution #13-10-178 granting Final Plat Approval to Oakwood Acres, contingent upon the Developer entering into a Development Agreement with the City.

Attachments

[Site Location Map](#)

[Sketch Plan](#)

[Final Plat](#)

[Resolution #13-10-178](#)

[Staff Review File](#)

[Development Agreement](#)

Form Review

Inbox

Tim Gladhill (Originator)

Kurt Ulrich

Form Started By: Tim Gladhill

Reviewed By

Tim Gladhill

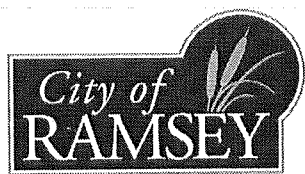
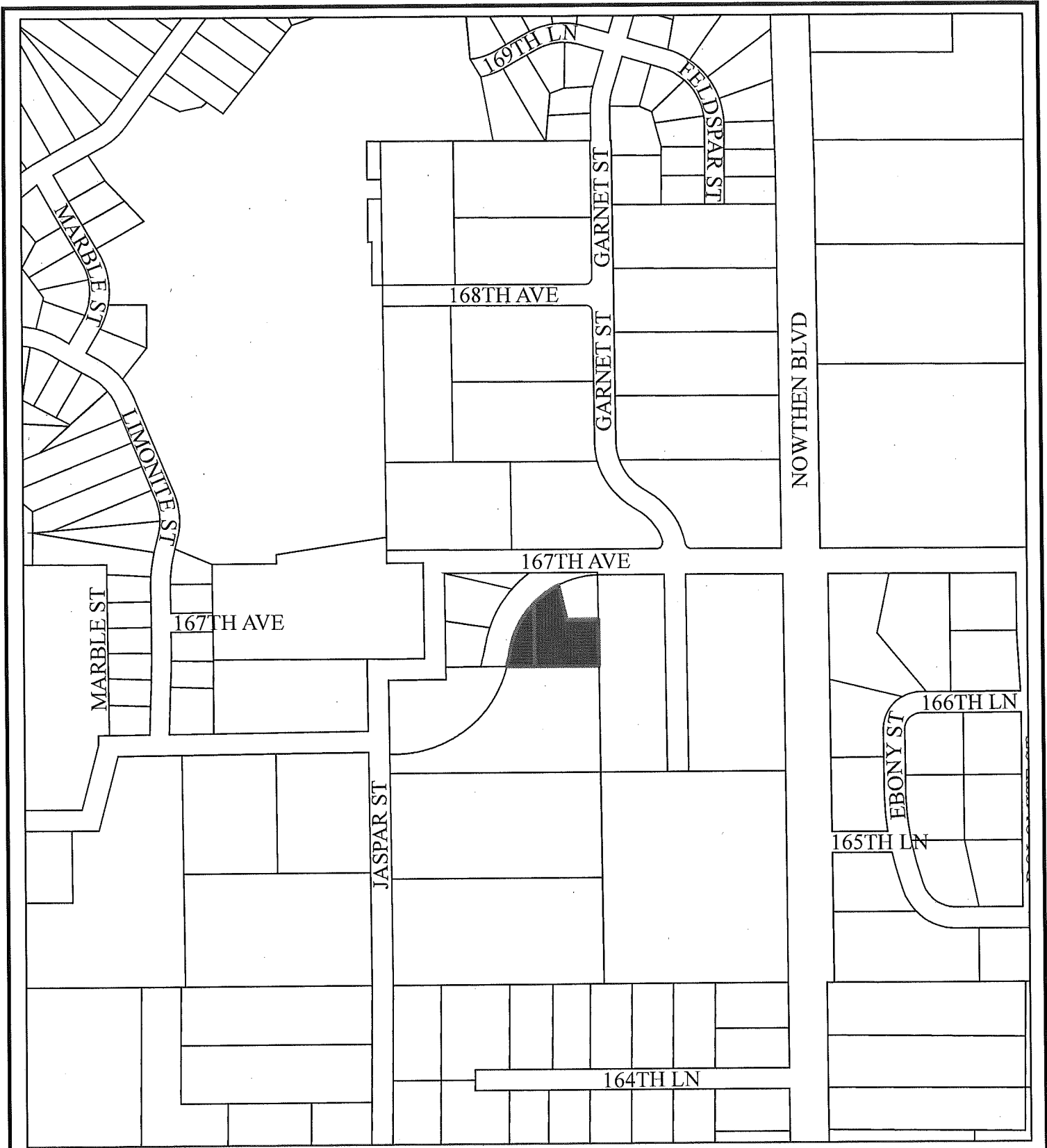
Kurt Ulrich

Date

10/03/2013 08:42 AM

10/03/2013 09:59 AM

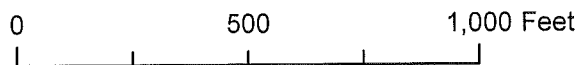
Started On: 10/03/2013 07:43 AM



OAKWOOD ACRES

Legend

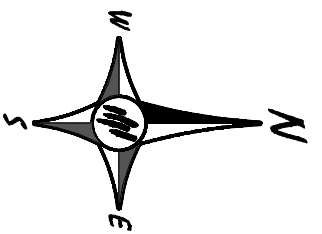
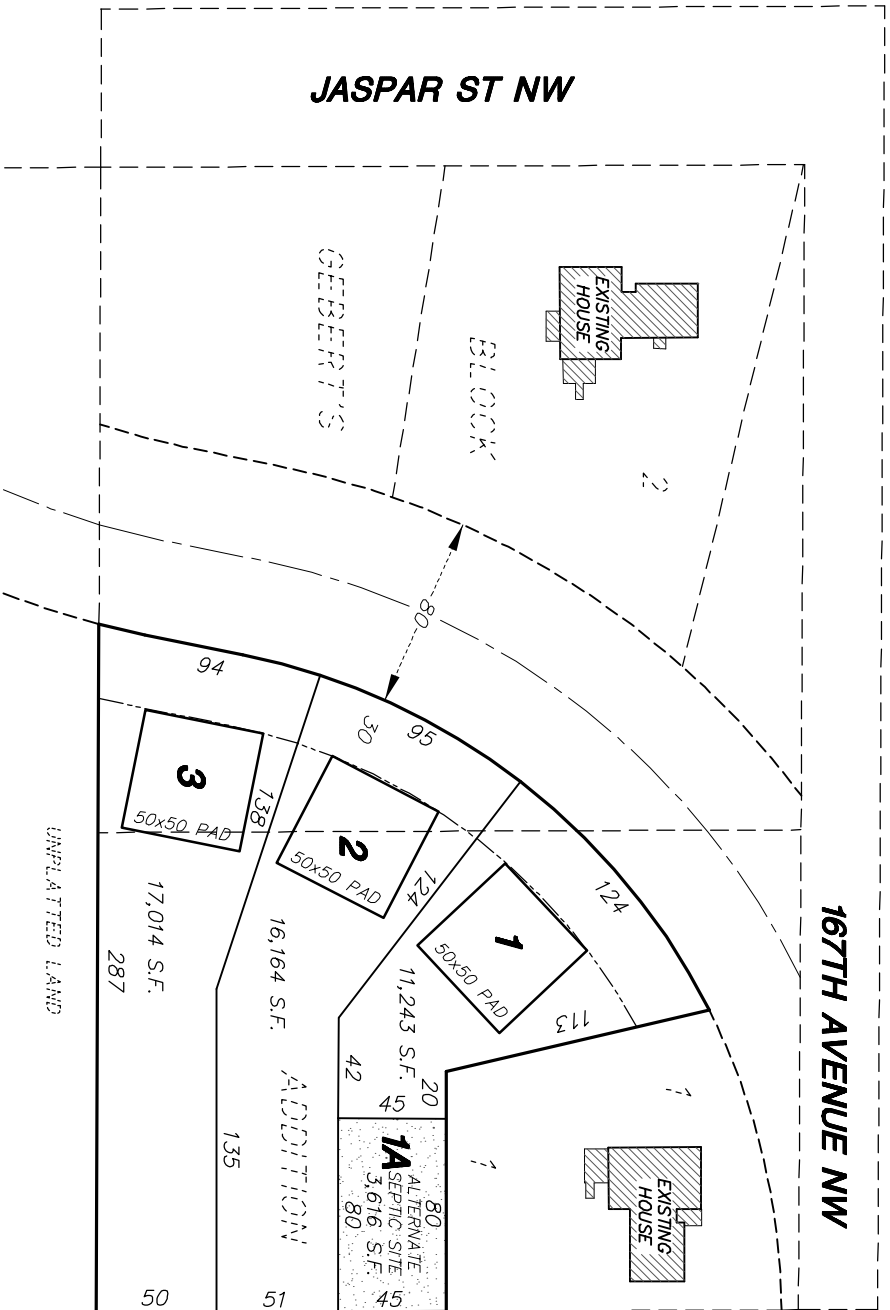
- Site
- Parcels



SKETCH OF PROPOSED LOTS OAKWOOD ACRES

(PART OF LOTS 1 AND 2, BLOCK 1, GEBBERT'S ADDITION)

TOTAL AREA = 48,037 S.F. OR 1.1 ACRES



SCALE IN FEET
1 INCH = 80 FEET

LOOYEN'S ADDITION
LOT 1, BLOCK 1

ANDERSON PASSE & ASSOC., INC.

REGISTERED PROFESSIONAL ENGINEERS
LICENSED LAND SURVEYORS

DWG: 75-13 JUNE 12, 2013

OAKWOOD ACRES

DRAFT COPY

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 10, T. 32, R. 25

KNOW ALL PERSONS BY THESE PRESENTS: That Great Northern Land Corporation, a Minnesota company and the City of Ramsey, a Minnesota Municipal corporation, owners of the following described property:

Those parts of Lots 1 and 2, Block 1, GEBERT'S ADDITION, according to the recorded plat thereof, Anoka County, Minnesota lying easterly and southerly of the easterly boundary of Tract A and lying southerly and westerly of a line described as follows:

Commencing at the southeast corner of said Lot 1; thence North 00 degrees 12 minutes 57 seconds West, assumed bearing, along the east line of said Lot 1, a distance of 145.80 feet to the point of beginning of the line to be described; thence North 89 degrees 54 minutes 43 seconds West a distance of 99.87 feet; thence North 13 degrees 07 minutes 24 seconds West a distance of 112.56 feet to said easterly boundary of Tract A and there terminating.

AND

Tract A

Tract A is described as follows:

An 80.00 foot strip of land over, under and across part of said Lots 1 and 2. The center line of said strip of land is described as follows:

Commencing at the southwest corner of said Lot 2; thence South 89 degrees 46 minutes 04 seconds East, assumed bearing, along the south line of said Lot 2, a distance of 148.93 feet to the point of beginning of said center line; thence northeasterly a distance of 27.65 feet along a non-tangential curve concave to the north having a central angle of 04 degrees 51 minutes 07 seconds East; thence North 11 degrees 58 minutes 58 seconds East, tangent to the last described curve, a distance of 41.69 feet; thence northeasterly a distance of 294.03 feet along a tangential curve concave to the southeast having a central angle of 52 degrees 38 minutes 48 seconds and a radius of 320.00 feet to the north line of said Lot 1 and there terminating. The side lines of said strip of land are to be prolonged or shortened to terminate on the south, north and east lines of said Block 1.

Have caused the same to be surveyed and plotted as OAKWOOD ACRES and do hereby dedicate to the public for public use the public ways and the drainage and utility easements as shown on this plat.

In witness whereof said Great Northern Land Corporation, a Minnesota company, has caused these presents to be signed by its proper officer this _____ day of _____ 20____.

GREAT NORTHERN LAND CORPORATION

By _____
William Stratton, Chief Executive Officer

State of Minnesota
County of _____

This instrument was acknowledged before me on _____ by _____ by William Stratton, Chief Executive Officer of Harper Street Woods, LLC, a Minnesota limited liability company.

Notary Public, _____ County, Minnesota
My commission expires _____

In witness whereof said City of Ramsey, a Minnesota Municipal corporation, has caused these presents to be signed by its proper officers this _____ day of _____ 20____.

CITY OF RAMSEY
By _____ Mayor
By _____ City Administrator

State of Minnesota
County of _____

This instrument was acknowledged before me on _____ by _____ Mayor and _____ City Administrator, City of Ramsey, a Minnesota Municipal corporation.

Notary Public, _____ County, Minnesota
My commission expires _____

I, Kyle J. Roddy, do hereby certify, that this plat was prepared by me or under my direct supervision; that I am duly Licensed Land Surveyor in the State of Minnesota; that this plat is a true and correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____ 20____.

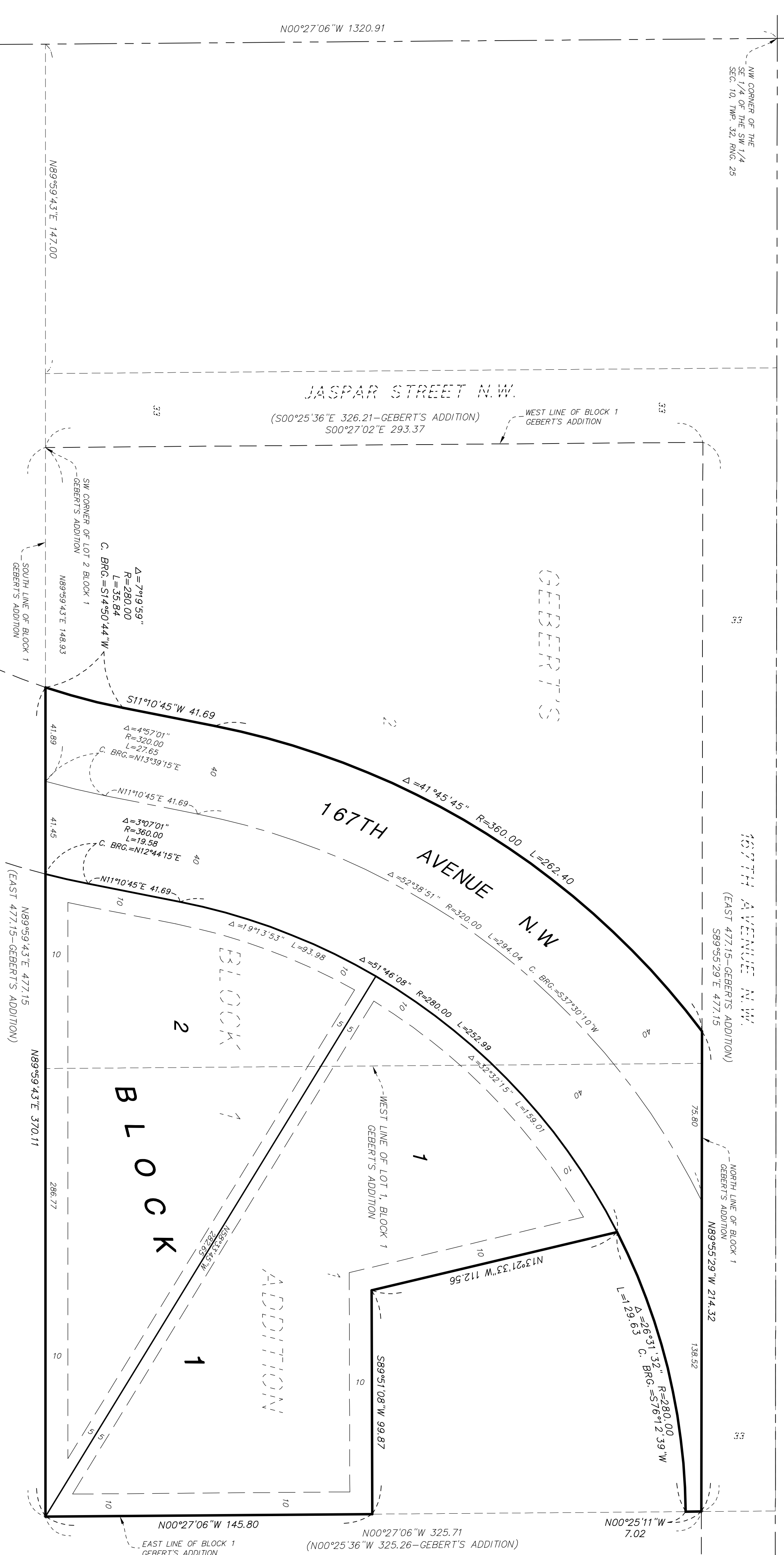
Kyle J. Roddy, Licensed Land Surveyor
Minnesota License Number 42827

State of Minnesota
County of _____

This instrument was acknowledged before me on _____ by Kyle J. Roddy.

Notary Public, _____ County, Minnesota
My commission expires _____

ANDERSON PASSE
LAND SURVEYORS
PLANNERS
CIVIL ENGINEERS
CAMBRIDGE, MN 55008



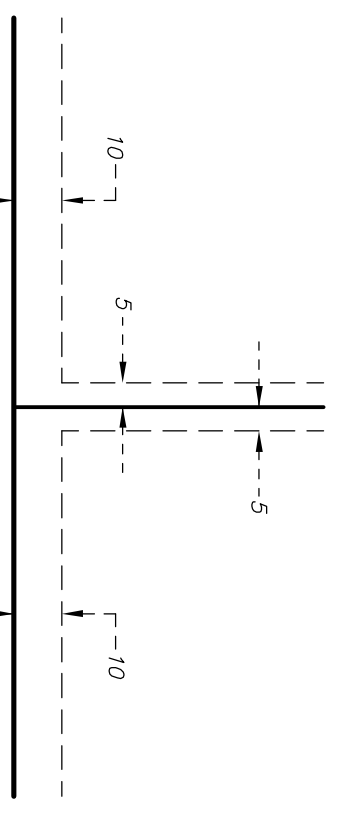
LEGEND

- DENOTES FOUND IRON PIPE MARKED R.L.S. 5332 UNLESS OTHERWISE NOTED
- DENOTES SET 1/2" IRON PIPE WITH CAP MARKED R.L.S. 4827
- DENOTES ANOKA COUNTY LAND CORNER MONUMENT

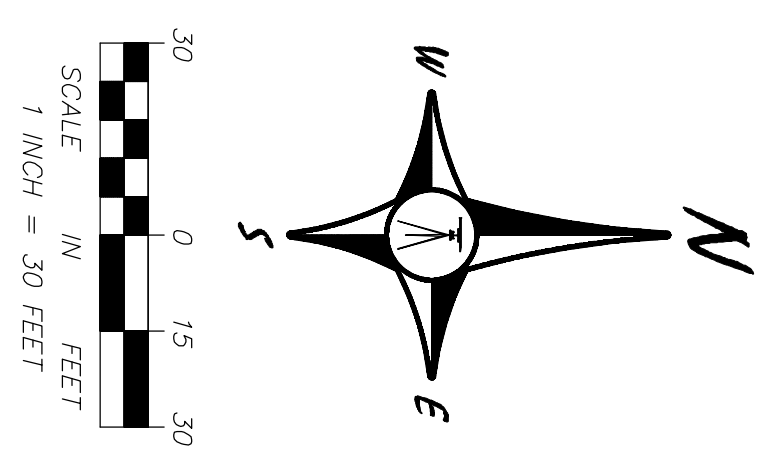
BEARING NOTE

THE ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE ANOKA COUNTY COORDINATE SYSTEM A0823 (1998 ADJUSTMENT)

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES, ALSO BEING 10 FEET IN WIDTH AND ADJOINING RIGHT-OF-WAY AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAN.



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

RESOLUTION #13-10-178

A RESOLUTION GRANTING FINAL PLAT APPROVAL OF OAKWOOD ACRES.

WHEREAS, Great Northern Land Corporation, hereinafter referred to as “Applicant”, has properly applied for final plat approval of OAKWOOD ACRES on the following described property located in the City of Ramsey:

Those parts of Lots 1 and 2, Block 1, GERBERTS ADDITION, according to the plat thereof, Anoka County, Minnesota lying easterly and southerly of the easterly boundary of Tract A and lying southerly and westerly of a line described as follows:

Commencing at the southeast corner of said Lot 1; thence North 00 degrees 12 minutes 57 seconds West, assumed bearing, along the east line of said Lot 1, a distance of 145.80 feet to the point of beginning of the line to be described; thence North 89 degrees 54 minutes 43 seconds West a distance of 99.87 feet; thence North 13 degrees 07 minutes 24 seconds West a distance of 112.56 feet to said easterly boundary of Tract A and there terminating.

And

An 80.00 foot strip of land over, under, and across part of said Lots 1 and 2. The center line of said strip of land is described as follows:

Commencing at the southwest corner of said Lot 2; thence South 89 degrees 46 minutes 04 seconds East, assumed bearing, along the south line of said Lot 2, a distance of 148.93 feet to the point of beginning of said center line; thence northeasterly a distance of 27.65 feet along a non-tangential curve concave to the northwest having a central angle of 04 degrees 57 minutes 01 seconds; a radius of 320.00 feet and a chord bearing of North 13 degrees 53 minutes 28 seconds East; thence North 11 degrees 24 minutes 58 seconds East, tangent to the last described curve, a distance of 41.69 feet; thence northeasterly a distance of 294.03 feet along a tangential curve concave to the southeast having a central angel of 52 degrees 38 minutes 48 seconds and a radius of 320.00 feet to the to the north line of said Lot 1 and there terminating.

The side lines of said strip of land are to be prolonged or shortened to terminate on the south, north and east lines of said Block 1.

-Or upon recording-

Lots 1 and 2, Block 1, OAKWOOD ACRES

(the “Subject Property”)

WHEREAS, on June 5, 2013, the City of Ramsey received an application and sketch plan from the Applicant for a plat to be named OAKWOOD ACRES; and

WHEREAS, on June 20, 2013 the City informed the Applicant that the application for sketch plan was incomplete.

WHEREAS, in July, 2013, the City considered the application for sketch plan complete.

WHEREAS, on July 18, 2013, the Planning Commission reviewed the sketch plan and recommended that the Applicant proceed to the final plat stage; and

WHEREAS, on September 23, 2013, the City of Ramsey received an application and final plat from the Applicant for a plat to be named OAKWOOD ACRES that removed one (1) of the three (3) proposed lots, with the end result creating two (2) new lots; and

WHEREAS, on October 8, 2013, the reviewed the final plat of OAKWOOD ACRES.

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

That the Ramsey City Council hereby grants final plat approval to OAKWOOD ACRES in accordance with relevant codes and contingent upon compliance with the City Staff Review File dated July 12, 2013, *revised October 3, 2013* and the Developer entering into a Development Agreement with the City.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of October, 2013.

Mayor

ATTEST:

City Clerk

**CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE**

DATE	7/12/13, REV. 10/03/13	PROJECT ADDRESS	TBD-167 TH AVENUE NW
PROJECT. TITLE	OAKWOOD ACRES		
ESCROW #	113680		
DEPARTMENT:	PLANNING DIVISION		
TECHNICAL REVIEWER:	NAME: TIM GLADHILL PHONE: 763-576-4308 EMAIL: TGLADHILL@CI.RAMSEY.MN.US		

We are in receipt of your Sketch Plan for a subdivision to create two (2) buildable lots. The Final Plat includes one sheet prepared by Anderson Passe & Associations, Inc. We offer the following comments regarding your application:

General: The submitted minor subdivision proposes to plat approximately 1.1 acres to create two (2) buildable single-family lots. The subject property is generally located west of Nowthen Boulevard, south of 167th Avenue NW. The Property is located along the re-aligned portion of 167th Avenue.

Zoning: The Property is located in the R-1 Residential: MUSA Zoning District. Single-family detached dwellings are a permitted use in this district. The Property is adjacent to other R-1 Residential: MUSA parcels. Density Transition requirements are not necessary.

Lot Size Requirements: There are minimum lot size requirements. The minimum required lot area is 10,800 square feet. The minimum required lot width is 80 feet. According to the submitted Sketch Plan, it appears that these minimum standards are met.

Setbacks, Building Coverage, and Other Bulk Standards. It appears that the proposed lots will be able to accommodate required minimum standards as illustrated in the Sketch Plan. It is noted the unique configuration of Lot 1 may create some difficulty in designing an appropriate floor plan. ***By accepting the proposed configuration, the Applicant acknowledges that it is responsible for providing a floor plan that can be accommodated on Lot 1 without the issuance of a variance. This includes future expansions such as decks. If the City Council feels that the Applicant has not successfully demonstrated that it can accommodate a floor plan on Lot 1 without the issuance of a Variance, then the Planning Commission should consider a recommendation of a two (2) lot Plat instead of three (3) lots. It is noted that Staff believes that there would be a design available to be accommodated on the lot, so a reduction in lots is not necessary.***

Access and Streets: The Property proposes to provide access to both lots from 167th Avenue, a Municipal State Aid (MSA) street. The intent of the MSA system is to limit direct access wherever possible. However, in this situation, there is no other viable alternative. In addition, when 167th Avenue was re-aligned, it was anticipated that these lots would be created and gain access from 167th Avenue as made evident by the placement of sewer and water services.

Tree Preservation Plan: The City's Tree Preservation Ordinance does not apply to your proposed plat, as the Property is devoid of significant tree cover.

Traffic Analysis: A traffic analysis will not be required due to the size of the project.

Grading and Drainage: The Grading Plan must be approved by the City Engineer.

Landscaping. The Applicant is responsible for the planting of two (2) trees per dwelling unit at the time of construction of a dwelling unit. The Applicant is also responsible for the installation of topsoil, consistent with City Code requirements. Other landscaping requirements will be spelled out with Building Permit review.

Easements: With the Final Plat Application, Staff will be reviewing compliance with the standard requirements for drainage and utility easement dedication. Drainage and utility easements must be ten (10) feet in width abutting dedicated right-of-way, five (5) feet in width along both side and rear lot lines, and encumber any 100-year flood zone for all existing and proposed surface waters and wetlands.

There is an existing easement for purposes of an alternative septic system location for an adjacent property on the Subject Property. The Applicant shall demonstrate that an alternate location for a septic system is still viable prior to any grading activities occurring, including the proposed Stormwater pond in the easement area. Alternatively, if the adjacent property agrees to connect to City utilities, the easement shall no longer be necessary.

Right-of-Way Dedication: With the Final Plat Application, Staff will be reviewing compliance with the standard requirements for right-of-way dedication. The City requests that the City-owned parcel used for the placement of 167th Avenue be included in the Final Plat as dedicated right of way. This scenario was agreed to with the Property Owner when the Property was allowed by be subdivided by metes and bounds description.

Utilities: Municipal Water and Sanitary Sewer have been extended to the site. The Applicant will be responsible for applicable connection fees to be outlined during the Final Plat Review.

Other Development Fees. The Applicant will also be responsible for Park Dedication, Trail Development, and Stormwater Management Fees. A full analysis of applicable development fees will be provided with the Development Permit.

**CITY OF RAMSEY
DEVELOPMENT CONTRACT FOR OAKWOOD ACRES**

This contract (hereinafter the "Contract") is dated as of this _____ day of _____, 2013 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**") and **GREAT NORTHERN LAND CORPORATION**, 660 River Lane, Anoka, MN 55303 (the "**PERMITTEE**").

WHEREAS, the **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the "Subject Property").

WHEREAS, the **PERMITTEE** has received approval from the **CITY** to subdivide the Subject Property and plat the same as OAKWOOD ACRES (the "Plat").

WHEREAS, the Plat re-subdivides the Subject Property into Lots 1 and 2, Block 1, OAKWOOD ACRES, Anoka County, Minnesota.

THEREFORE, THE **CITY** AND THE **PERMITTEE** AGREE AS FOLLOWS:

1. Conditions of Approval. The **CITY** has approved the Plat subject to satisfaction of the following conditions subsequent:
 - a. The **PERMITTEE'S** Execution of this Contract. That the **PERMITTEE** enter into this Contract.
 - b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy. A successor in title to the **PERMITTEE** who acquires any right, title or interest in or to all or any portion of the Subject Property in good faith and for value may rely on the recording of the Plat as conclusive evidence that this condition has been satisfied.
 - c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Contract. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority. A successor in title to the **PERMITTEE** who acquires any right, title or interest in or to all or any portion of the Subject Property in good faith and for value may rely on the recording of the Plat as conclusive evidence that this condition has been satisfied.
2. The Plans. The term "Plans" as used in this Contract means the Final Plat Plans prepared by Anderson Passe Associates dated August 5, 2013, as revised

September 11, 2013. The Plans remain subject to: (a) **CITY** Staff's review and approval of the July 12, 2013 revisions to, among other things, confirm that the revisions requested in the **CITY** Staff's July 12, 2013 review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The **CITY** may not arbitrarily or capriciously deny or delay approval of proposed revisions to the Plans or impose arbitrary or capricious conditions upon the **CITY'S** approval of proposed changes to the Plans. The Plans shall not be attached to this Contract, but are in the **CITY'S** files.

3. Stage I Improvements. The improvements the **PERMITTEE** will construct or install are as follows:
- a. Streets – construction of 167th Avenue NW (already constructed)
 - b. Concrete curb and gutter – along 167th Avenue NW (already constructed)
 - c. Street traffic control signals – for 167th Avenue (already constructed)
 - d. Lot grading
 - e. Sidewalks – along 167th Avenue (already constructed)
 - f. Boulevard sodding – from back of curb to sidewalk (already complete)
 - g. Trunk and lateral sanitary sewer (already constructed)
 - h. Trunk and lateral water main (already constructed)
 - i. Storm drainage facilities
 - j. Trail development (already completed)
 - k. Electricity
 - l. Phone
 - m. Natural gas
 - n. Water shut off boxes (already completed)

(the “Stage I Improvements”).

The **PERMITTEE** agrees to construct the Stage I Improvements according to the terms and conditions of this Contract and in accordance with the Plans and the **CITY** Code.

4. Additional Requirements Related to Certain Stage I Improvements. This paragraph intentionally deleted.
5. Lot Corner Staking. The **PERMITTEE** must install lot corner stakes at all lot corners.
6. Stage I Improvement Financial Guarantee. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Stage I Improvements and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of _____ Dollars and No Cents (\$_____.00), which amount is 125% of the **CITY** Engineer's estimated cost of the Stage I Improvements. Upon completion of Stage I Improvements (including the removal of “temporary” erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate

lien waivers, The **PERMITTEE** may request a reduction in the amount of the financial guarantee.

7. Inspection Fees for the Stage I Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of _____ Dollars and No Cents (\$_____.00), which amount is 5% of the City Engineer's estimated cost of the Stage I Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, acceptance by the **CITY**, and supported by appropriate lien waivers
8. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I **PERMITTEE** Improvements. The **PERMITTEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I **PERMITTEE** Improvements and as a condition of the **CITY'S** release of the greater of the last ten percent (10%) or the last \$_____ of the security described in Section 7 above, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible "As Built" plans for the Stage I **PERMITTEE** Improvements.
9. Time of Performance for the Stage I Improvements. The **PERMITTEE** must complete the Stage I Improvements within one (1) year after the recording of the Plat.
10. Ownership of the Stage I Improvements. The **PERMITTEE** owns the Stage I Improvements until the **CITY'S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY'S** written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY'S** financial guaranty described in Section 7 and except to the extent the **CITY** and the **PERMITTEE** may agree, in writing, to defer the **CITY'S** acceptance of certain specified Stage I Improvements, the **CITY** is deemed to have accepted the Stage I Improvements when the **CITY** releases the financial guaranty described in Section 7 or allows such financial guarantee to lapse, expire or otherwise terminate.
11. Stage I **PERMITTEE** Improvements License. The **PERMITTEE** hereby grants the **CITY** and the **CITY'S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITTEE'S** installation of the Stage I Improvements. The license shall expire after the **CITY** accepts ownership of Stage I Improvements.

12. Stage II CITY Improvements. The future improvements the **CITY** must construct or install are as follows:

- a. Street striping and signing (already complete)
- b. Street lights (already complete)
- c. Installation of survey monumentation.

(the “Stage II Improvements”). The **PERMITTEE** must complete the construction of the Stage II Improvements within one (1) year after the date upon which the Plat is recorded.

PERMITTEE must install the Stage II Improvements in accordance with the Plans.

13. Stage I and Stage II Improvements to Outlots. *This paragraph intentionally deleted.*

14. Financial Guaranty for Stage II PERMITTEE Improvements. The **CITY** does not require a financial guaranty to secure the **PERMITTEE’S** obligation to construct the **PERMITTEE** Stage II Improvements.

15. Street Cleaning and Clean Up. After the street surfacing that is a part of the Stage I Improvements is installed, the **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **PERMITTEE’S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.

16. Payment of Development Fee’s. The **PERMITTEE** must pay to the **CITY** the fees described on Exhibit C which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Construction (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Management Fees and Street Light and Street Light Operation and Maintenance Fees.

17. Requirements for Building and Occupancy Permits.

- a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey that includes the survey information described on Exhibit B; c.) the financial guaranty described in Section 7 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and the Anoka County Soil Conservation District and has provided a copy of each such permit to the **CITY**; and

- b. No occupancy permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Contract requires to serve the lot and such utilities and storm water facilities are in place, and operational and the **CITY** has accepted those utilities and storm water facilities; (c) for lots that have a slope of less than 2%, provided the **CITY** with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and (d) installed and planted the sod and landscaping that are required as a part of the Stage I Improvements.
18. **PERMITTEE Defaults.** If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default (except as provided in subsection (a) below and in Section 6 above with respect to expiring letters of credit) and the **PERMITTEE** fails to cure the default within said thirty (30) the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:
- a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **PERMITTEE** as promptly as possible that the **CITY** is undertaking to perform the **PERMITTEE'S** obligation or obligations. If the **CITY** performs one or more obligations of the **PERMITTEE**, the **PERMITTEE** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within 30 days after the **CITY** notifies the **PERMITTEE**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **PERMITTEE** does not reimburse the **CITY** within said 30 day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to this Contract to reimburse itself for the expenses the **CITY** incurs to perform the work. This Contract is a license for the **CITY** to act, and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the **PERMITTEE** Property. As an alternative to seeking recovery from the **PERMITTEE** or the financial guaranty, the **CITY** may levy special assessments against the **PERMITTEE** Property

in accordance with Minnesota Statutes Section 429, and the **PERMITTEE**, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the **PERMITTEE** may have to such special assessments;

- b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief;
- c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and
- d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 21 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 20(d).

19. Miscellaneous.

- a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraphs or phrase of this Contract is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Contract.
- b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Contract. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Contract shall not be a waiver or release.
- c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations.

If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **PERMITTEE** does comply. Upon the **CITY'S** demand shall cease work until there is compliance.

- d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.
- e. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Plat.
- f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.
- g. Constructing Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc.
- h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Contract as to **PERMITTEE** Stage I and Stage II Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agree to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.
- i. Plat Approval Expenses. The **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of the Final Plat shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY'S**

expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this contract for payment.

- j. Reimbursement to the **CITY**. The **PERMITTEE** agree to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Contract, or any portion thereof, including court costs and reasonable engineering and attorney's fees.
- k. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Contract shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.
- l. Estoppel Certificates and Certificate of Completion. Within ten (10) days after a written request from the **PERMITTEE**, the **CITY** will provide the **PERMITTEE** and any third party who is purchasing all or any portion of the **PERMITTEE** Property or to whom the **PERMITTEE** is granting a mortgage on all or any portion of the **PERMITTEE** Property with a written estoppel certificate stating: (i) that this Contract remains in full force and effect or that this Contract has been terminated; (ii) that this Contract has not been modified or amended or, if this Contract has been modified or amended, identifying such modifications or amendments; (iii) the type and amount of any security the **CITY** is holding to secure the performance of the **PERMITTEE'S** obligations under this Contract; (iv) that, to the best of the **CITY'S** actual knowledge, the **PERMITTEE** is not in default in the performance of the **PERMITTEE'S** obligations under this Contract or, if the **CITY** has knowledge of **PERMITTEE** defaults, describing those defaults; and (v) that, to the best of the **CITY'S** actual knowledge, the **CITY** is not in default in the performance of the **CITY'S** obligations under this Contract or, if the **CITY** has knowledge of **CITY** defaults, describing those defaults. At any time that the **PERMITTEE** believes it has fully performed its obligations under this Contract, the **PERMITTEE** may so notify the **CITY** and the **CITY** shall promptly inspect the Subject Property to determine if the **PERMITTEE** has full performed its obligations under this Contract. Within ten (10) days after the **CITY'S** inspection the **CITY** must provide the **PERMITTEE** with either a detailed written description of the **PERMITTEE** obligations which the **CITY** determines the **PERMITTEE** has not fully performed or a recordable instrument executed by the **CITY'S** mayor and **CITY** administrator evidencing the termination and satisfaction of this Contract.
- m. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

TO PERMITTEE:

Great Northern land Corporation
Attn: Ronald G. Stratton, President
660 River Lane
Anoka, MN 55303

TO THE CITY:

City of Ramsey
Attn: City Administrator
7550 Sunwood Drive NW
Ramsey, MN 55303

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EXHIBIT A

Legal Description of the Subject Property

That part of Lot 1, Block 1 Geberts Addition lying easterly and southerly of easterly boundary of Tract A and lying southerly and westerly of a line described as follows: Commencing at the southeast corner of said Lot 1, thence north 00 degrees, 12 minutes, 57 seconds west, assumed bearing, along east line of said Lot 145.80 feet to point of beginning of said line, thence north 89 degrees, 54 minutes, 43 seconds west 99.87 feet, thence north 13 degrees, 07 minutes, 24 seconds west 112.56 feet to easterly boundary of Tract A and there terminating, Tract A is described as follows: An 80 foot strip of land over, under and across part of said Lots 1 and 2 the centerline of said strip is described as follows: Commencing at the southwest corner of said Lot 2, thence south 89 degrees, 46 minutes, 04 seconds east, assumed bearing, along south line of said Lot 2 148.93 feet to point of beginning of said centerline, thence northeasterly 27.65 feet along a non-tangent curve concave to northwesterly having a center angle of 04, degrees, 57 minutes, 01 seconds a radius of 320 feet and a chord bearing of north 13 degrees, 53 minutes, 28 seconds east thence north 11 degrees, 24 minutes, 58 seconds east tangent to last described curve 41.69 feet, thence northeasterly 294.03 feet along a tangent curve concave to southeast having a center angle of 52 degrees, 38 minutes, 48 seconds and a radius 320 feet to north line of said Lot 1 and there terminating, the side lines of said strip of land are to be prolonged or shortened to terminate on south north and east lines of said Block 1, subject to easement of record.

and

That part of Lot 2, Block 1, Geberts Addition lying easterly of the easterly boundary of Tract A, said Tract is described as follows: An 80 foot strip of land over under and across parts of Lots 1 & 2 of said Block 1, Geberts Addition. The center line of said strip of land is described as follows: Commencing at the southwest corner of said Lot 2, thence south 89 degrees, 46 minutes, 04 seconds east, assumed bearing, along said line of said Lot 2 148.93 feet to point of beginning of said center line, thence northeasterly 27.65 feet along a non-tangent curve concave to northwest having a center angle of 04 degrees, 57 minutes, 01 seconds a radius of 320 feet and a chord bearing of north 13 degrees, 53 minutes, 28 seconds east, thence north 11 degrees, 24 minutes, 58 seconds east TAN to last described curve 41.69 feet, thence northeasterly 294.03 feet along a tangent curve to southeast having a center angle of 52 degrees 38 minutes, 48 seconds and a radius of 320 feet to north line of said Lot 1 and there terminating, the side lines of said strip of land are to be prolonged or shortened to terminate on south, north and east lines of said Block 1, subject to easement of record.

EXHIBIT B

Survey Requirements

Intentionally left blank.

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EXHIBIT C

Fees Payable to the City

1. Park Dedication. The **PERMITTEE** is responsible for satisfying applicable Park Dedication requirements. The 2013 Park Dedication Fee applicable to the Plat is \$2,475 per residential unit. **PERMITTEE** must pay a Park Dedication Fee of Four Thousand Nine Hundred and Fifty Dollars and No Cents ($\$2,475 \times 2 \text{ units} = \mathbf{\$4,950.00}$).
2. Trail Development Fees. The **PERMITTEE** is responsible for satisfying applicable Trail Development Fee requirements. The 2013 Trail Development Fee applicable to the Plat is \$600 per residential unit. **PERMITTEE** must pay a Trail Development Fee of One Thousand Two Hundred Dollars and No Cents ($\$600 \times 2 \text{ units} = \mathbf{\$1,200.00}$).
3. Sanitary Sewer Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Sanitary Sewer Trunk Fee requirements. The 2013 Sewer Trunk Fee applicable to the Plat is \$1,099 per residential unit. **PERMITTEE** must pay a Sewer Trunk Fee of Two Thousand One Hundred Ninety Eight Dollars and No Cents ($\$1,099 \times 2 \text{ units} = \mathbf{\$2,198.00}$).
4. Water Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Water Trunk Fee requirements. The 2013 Water Trunk Fee applicable to the Plat is \$1,558 per residential unit. **PERMITTEE** must pay a Water Trunk Fee of Three Thousand One Hundred Sixteen Dollars and No Cents ($\$1,558 \times 2 \text{ units} = \mathbf{\$3,116.00}$).
5. Sanitary Sewer Lateral Benefit Fees. The **PERMITTEE** is responsible for satisfying applicable Sanitary Sewer Lateral Benefit Fee requirements, as the City previously installed these improvements without assessment to the Subject Property. The 2013 Sanitary Sewer Lateral Benefit Fee is \$3,328 per acre. The Sanitary Sewer Lateral Benefit Fee for the Plat is Three Thousand Three Hundred Ninety Five Dollars and No Cents ($\$3,328 \times 1.02 \text{ acres} = \mathbf{\$3,395.00}$).
6. Water Lateral Fees. The **PERMITTEE** is responsible for satisfying applicable Water Lateral Benefit Fee requirements, as the City previously installed these improvements without assessment to the Subject Property. The 2013 Water Lateral Fee is \$8,777 per acre. The Water Lateral Benefit Fee for the Plat is Six Thousand Two Hundred Sixty Six Dollars and No Cents ($\$6,143 \times 1.02 \text{ acres} = \mathbf{\$6,266.00}$).
7. Stormwater Management Fee. The **PERMITTEE** is responsible for satisfying applicable Stormwater Trunk Fee requirements. The 2013 Stormwater Management Fee \$448 per residential unit. **PERMITTEE** must pay a Stormwater Management Fee of Eight Hundred Ninety Six Dollars and No Cents ($\$448 \times 2 \text{ units} = \mathbf{\$896.00}$).

8. Street Light and Street Light Operation and Maintenance Fee. *This paragraph has been intentionally deleted.*
9. Development Fees for the Outlots. *This paragraph has been intentionally deleted.*

DRAFT

CC Regular Session

7. 3.

Meeting Date: 10/08/2013

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

15153 Nowthen Blvd Property Development: Adopt Public Input Process

Background:

General Background

This case is related to the development of City owned land located at 15153 Nowthen Boulevard; known as the Former Municipal Center Site (“Subject Property”). The Subject Property is 21.24 acres in size and is zoned Public/Quasi-Public.

This Subject Property was vacated in 2006, when the City moved its municipal center campus to The COR (NOTE: Fire Station #2 temporarily operates from the Subject Property). Since 2006, the City has explored various options for selling the Subject Property in conjunction with the construction of a new fire station on an adjacent City owned site. In 2012, the City was approached by Connexus Energy regarding the development of the Subject Property for a data center(s).

The City is considering two general development scenarios for the Subject Property: data center and single family residential. The City completed a feasibility study on said development scenarios in February 2013 (which included site concept maps); and, a public open house in April 2013.

Case Background

Because the Subject Property is zoned Public/Quasi Public today, the next step in the process to develop this site is to consider the appropriate future land use and zoning--specifically: *consider submitting an application for a Comprehensive Plan Amendment.*

In June and July 2013 the City Council directed Staff to re-engage surrounding property owners before submitting an application to amend the City's Comprehensive Plan--specifically, regarding a potential data center development. Below is a summary of the proposed study group.

Proposed Study Group

PURPOSE: better understand under what circumstances would a data center development be an acceptable use for the Subject Property. The key outcome of this process is a proposal for Council consideration; which will include (1) further documentation/information addressing specific concerns (2) mitigation proposals addressing specific concerns (3) updated site concept maps and cost-benefit analysis.

NOTE: The purpose of a study group is identify and consider compromises/ solutions; it is possible the study group may conclude certain concerns cannot be mitigated.

STAKEHOLDERS: 13 surrounding/at-large property owners will be primary study group participants. One Councilmember, one EDA member and one Planning Commission Member will also be involved with the process. See Observations/Alternatives section of this case for a detailed list.

TIMELINE: 4-6 sessions, two hours per session from November to January. Results will be reviewed by the EDA, Planning Commission and City Council. Subsequently, the City Council will consider submitting an application for a Comprehensive Plan Amendment.

PROCESS: Council directed Staff to pursue a 'hybrid style' public process in July of 2013. For specific information please review the attached description.

Additional detailed background information is available on this project at: www.cityoframsey.com/formerrmc.

Purpose of Case

- (A) Select a Councilmember XXXXXXXX to participate in the proposed study group.
- and-
- (B) Adopt the formation of the '*Old Municipal Center Study Group*.'
- and-
- (C) Direct Staff to begin the proposed public process.

Notification:

No notification required at this stage. However, Staff has contacted surrounding Property Owners multiple times preceding this discussion and has set up a project webpage at www.cityoframsey.com/formerrmc.

Observations/Alternatives:

Participants for the proposed study group were solicited by direct mailing (250 surrounding parcels) and with an article in the Ramsey Resident (September/October edition). Copies of both correspondence are attached to this case.

Proposed Study Group:

1. Aaron Brendel, 5911 157th Lane NW
2. Kent Cunningham, 15211 Helium Street NW
3. Brandon Doyle, 15109 Helium Street NW
4. Mike Hoeschen, 7005 156th Ave NW
5. Al Kempf, 15220 St. Francis Blvd NW
6. Kristen Kimsey, 5722 152nd Way NW
7. Jennifer Kulseth, 15225 Helium St NW
8. Donna McLain, 15133 Nowthen Blvd NW
9. Jon Olds, 5660 146th Circle NW
10. Gail Penner, 15232 Helium St NW
11. Nancy Norman Sommer, 14451 Potassium St NW
12. Steve Swenson, 5734 152nd Way NW
13. Eric Zaetsch, 6521 154th Lane NW
14. LIAISON: 1 Planning Commission Member (TBD)
15. LIAISON: 1 Economic Development Authority Member (TBD)
16. LIAISON: 1 City Councilmember (TBD)

Staff recommends all residents whom submitted interest in participating in the proposed study group be accepted by the City Council. Although a study group consisting of 7-10 participants would be an ideal size for the proposed process, Staff believes 16 participants is manageable and will still be productive (as proposed above).

Recommendation:

- (A) Select a Councilmember XXXXXXXX to participate in the proposed study group.
- and-
- (B) Adopt the formation of the '*Old Municipal Center Study Group*' as proposed.
- and-
- (C) Direct Staff to begin the proposed public process.

Funding Source:

Normal staff duties (Administrative Services Department and Community Development Department [Planning Division]).

Council Action:

- (A) Select a Councilmember XXXXXXXX to participate in the proposed study group.
-and-
(B) Adopt the formation of the '*Old Municipal Center Study Group*' as proposed.
-and-
(C) Direct Staff to begin the proposed public process.
-

Attachments

Site Location Map

Proposed Process approved in July

Hybrid Alternative

Project Website

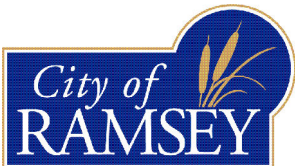
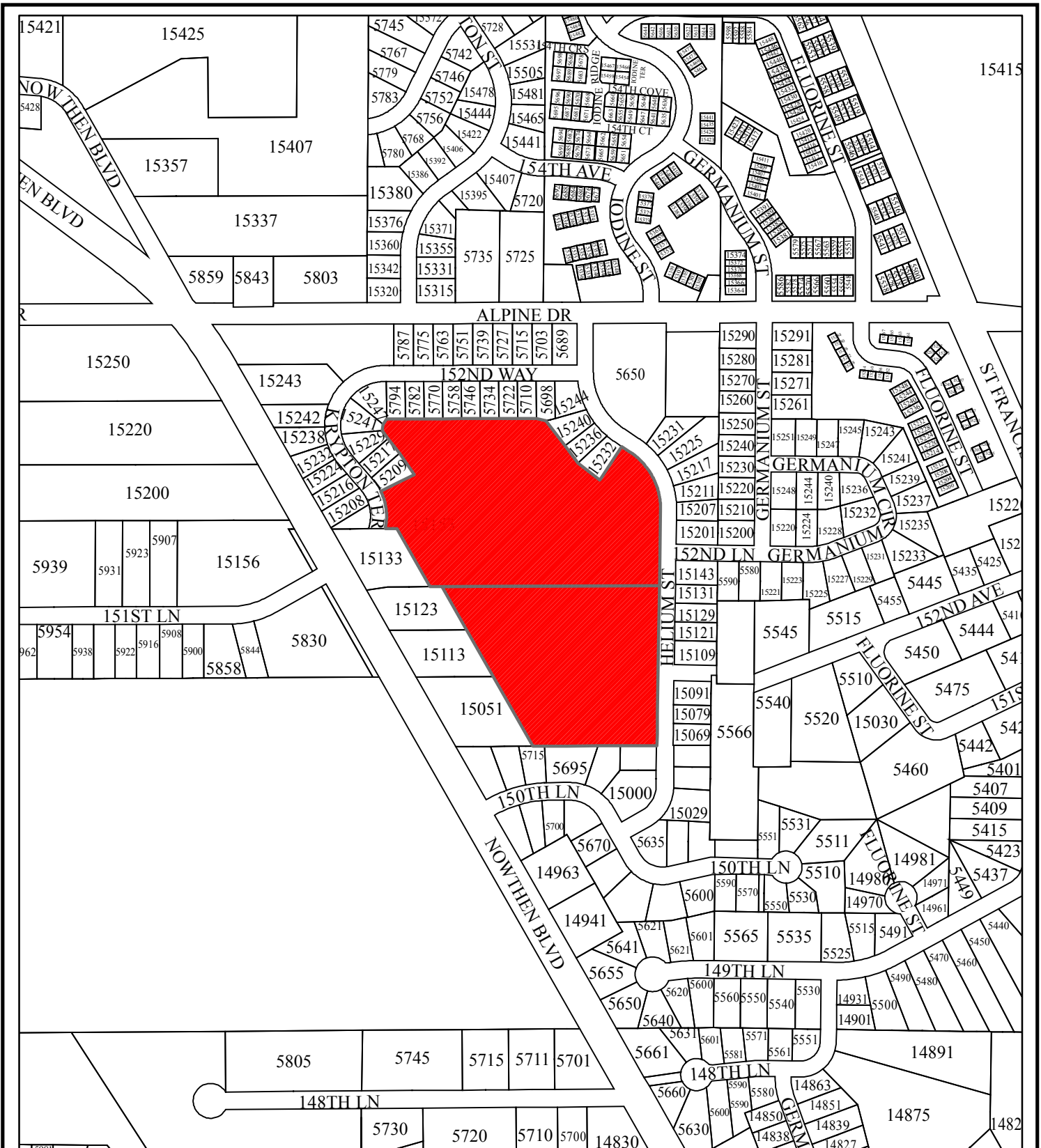
Direct Mail - Solicit Participation in Process

Ramsey Resident Article - Solicit Participation in Process

Map of Interested Participants

Form Review

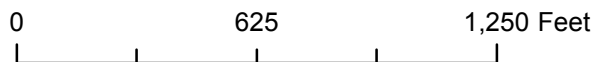
Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/03/2013 10:19 AM
Patrick Brama	Patrick Brama	10/03/2013 11:34 AM
Kurt Ulrich	Kurt Ulrich	10/03/2013 02:13 PM
Form Started By: Patrick Brama		Started On: 10/02/2013 02:40 PM
Final Approval Date: 10/03/2013		



Former Municipal Center
Fire Station #2

Legend

- Site
- Parcels



Process Approved by the Council in July of 2013

Alternative 3: Hybrid Process

A hybrid, collaborative process could be considered that included elements of desired structure of a traditional process with the collaborative environment of Open Space Technology. A suggested approach would allow participants to set the agenda and convene sessions. In other words, the agenda would not be set by the City or a facilitator ahead of time. An initial Scoping Meeting would be held to review the current status of the project and the purpose of the study group. Rather than hosting several, parallel sessions as with the case with Open Space Technology, the group would convene as a single group throughout the process. The group would come to a consensus as to the agenda and topics as part of the initial Scoping Meeting, but could amend depending on conversation throughout. *This process would entail that the agenda be prepared by participants at the onset of the process and agreed to a structured outline for the process as part of the scoping meeting and individual sessions coordinated by participants with a greater degree of assistance from City Staff.*

Benefits: This process balances an open, transparent, and collaborative process with a well defined structure that is developed by participants rather than the City or a facilitator. Following the initial Scoping Meeting, Staff can report back with a better estimate of time and costs based on an agenda prepared by the Study Group. With a slightly more structure approach to the Open Space Technology concept, Staff estimates that this process would be slightly shorter than said approach.

Drawbacks: This process will require that the initial Scoping Meeting be completed before a more concrete estimation of costs and timelines when compared to a traditional, structured Study Group. It is estimated that this process will be a slightly longer timeframe than the traditional, structured process, consisting of possibly one (1) to two (2) additional meetings.

Future Development Discussion: Data Center User

STUDY GROUP: Hybrid Collaborative Process

Purpose:

QUESTION: Under what circumstances would a data center development be an acceptable use for the former municipal center site that balances the City's goal to expand its tax base while respecting the residential character of the surrounding area? [per each concern]

OUTCOME: consensus proposal for council consideration; which will include:

- Documentation/information addressing each specific concern
- Individual mitigation proposal addressing each specific concern
- Updated site concept maps

SPECS:

- 10 members: 1 councilmember, 1 EDA member, 1 PC member, 5 adjacent property owners, 2 at large property owners.
- Consider a data center development only (not residential)
- The purpose of the study group is *IDENTIFY* and *CONSIDER* compromises/ solutions; it is possible the focus group may conclude certain concerns cannot be mitigated.
- Structure below may be amended/adjusted as needed. For example, if the group wants to add an item; or if the group wants to spend more/less time on a certain topic.

Structure:

Participants will set the entire agenda as part of the initial scoping meeting. Participants would facilitate individual sessions with assistance from City Staff.

1. Meeting Outline:

a. Orientation	10 minutes
b. Review Purpose of Group	10 minutes
c. Rules of Engagement	10 minutes
d. Present Concerns Previously Addressed	30 minutes
e. <u>Call for sessions (entire agenda set)</u>	<u>30 minutes</u>
	2 hours

2. Meeting Outline Set by Participants (as part of Meeting #1)

a. Topic 1	
b. Topic 2	
	1.5 hours

3. Meeting Outline Set by Participants (as part of Meeting #1)

a. Topic 3	
b. Topic 4	
	1.5 hours

4. Meeting Outline Set by Participants (as part of Meeting #1)

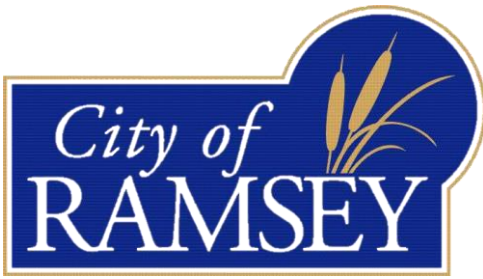
a. Topic 5	
b. Topic 6	
	1.5 hours

5. Meeting Outline:

Review/amend draft proposal	
<u>and submit recommendation to the Council</u>	
	2 hours

PROJECT WEBSITE

<http://www.cityoframsey.com/formerrmc>



7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763-427-1410 • Fax: 763-427-5543
www.cityoframsey.com

September, 23 2013

Resident:

You are being contacted regarding the property known as the *Former Municipal Center Complex* described below.

Old Municipal Center Complex: (the “Subject Property”): 15153 Nowthen Boulevard, two parcels, PID 23-32-25-41-0019 and 23-32-25-41-0018, 21.28 acres, City of Ramsey ownership.

The City is in the process of considering the future development of the Subject Property. The City is considering two general development scenarios for the 20.5 acre site: (1) data center development and (2) residential development.

The purpose of this correspondence is to provide an update regarding the City’s recent solicitation for participation in a public process and dialogue. See below for specific details:

In July of 2013, the City Council directed Staff to formulate a collaborative process consisting of a group of various stakeholders; including: surrounding property owners and at large Ramsey residents. The purpose of the process is to better understand under what circumstances would a data center development be an acceptable use for the Subject Property. The key outcome of this process is a proposal for Council consideration; which will include (1) further documentation/ information addressing specific concerns (2) mitigation proposals addressing specific concerns (3) updated site concept maps.

The deadline for residents to submit interest in participating was September 20, 2013. The City received interest from 13 residents to partake in the proposed process; which includes your inquiry. The City Council will be finalizing the format, group make-up and schedule for the proposed public process on October 8, 2013 (regular City Council meeting—7:00pm). After October 8, you will be contacted to: (A) indicate if you were selected, (B) confirm your availability and (C) provide final details.

If you would like assistance, or have questions, I am available to help.

Best regards,

Patrick J. Brama

Assistant to the City Administrator, City of Ramsey

OFFICE: (763) 433-9903 EMAIL: pbrama@ci.ramsey.mn.us

ADDRESS: 7550 Sunwood Drive NW, Ramsey, MN 55303

Development Study Group: Volunteers Needed Old Municipal Center Site: 15153 Nowthen Boulevard

The city of Ramsey wants to identify the best future development of its "Old Municipal Center Site." The city is considering two concepts for the 20.5 acre former municipal center campus which would include either a data center development, or residential development. Until recently, the site was home to the city's Police, Fire, Public Works and administrative operations. All but the Fire Department moved to the new municipal center along Highway 10 in 2006. When the site develops, it is proposed the Fire Department be moved to another site the city owns just to the northeast.

Due to its past use as a busy municipal campus, the Old Municipal Center Site is currently zoned Public/Quasi Public. In order for the Subject Property to be sold and used for another use it will need to be rezoned. In June of 2013, the Council requested additional information and input regarding a data center development before moving forward with any plans.

In July of 2013, the City Council directed Staff to formulate a study group consisting of various stakehold-

ers; including: surrounding property owners and at-large Ramsey residents. The purpose of the Study Group is to better understand under what circumstances would a data center development be an acceptable use for the Subject Property.

It is estimated, a study group will need to meet 4-6 times for 1-2 hours; and will begin in November/December. If you, or someone you know, may be interested in serving on this study group, please contact Patrick Brama by September 20, 2013 at 763-433-9903 or pbrama@ci.ramsey.mn.us. For more information on this project, please visit: www.cityoframsey.com/formerrmc.

The Ramsey City Council recently adopted a new strategic action plan. One major outcome of the plan was a commitment from the Council to a citizen-focused government in which residents are engaged in discussions and problem solving. In relation to the Old Municipal Center Site development, the Ramsey City Council desires to have a transparent and inclusive discussion about future development options.

CURFEW LAW



AGE	WEEKDAYS	FRIDAY & SATURDAY
Under 12	Home by 9:00pm	Home by 10:00pm
12-14	Home by 10:00pm	Home by 11:00pm
15-17	Home by 11:00pm	Home by midnight

Ramsey Police Department (763) 427-6812



Anoka Jr. Tornado Program

Do you have a child between the ages of 5-9 who has always wanted to play hockey?

When:

- Season runs October 2013 – March 2014
- Events: Grandparents Day/Jamboree/Mite Night

Cost:

- New 1st year Jr. Tornado skaters registration fee is waived
- USA hockey registration is \$50 (Free if skater is 6 years old or younger)

For more information and to sign-up for the Anoka Hockey Jr. Tornado program, please visit our website at: www.anokahockey.net

AT LAST CARPET CLEANING

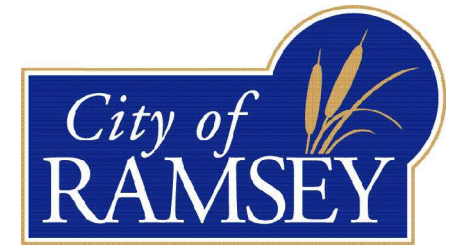
"Professional Work at Affordable Prices"

Josh Diekow
Office: 763-208-4572
Cell: 763-238-2704



Commercial & Residential

Free Estimates!



Former Municipal Center Study Group

- ★ Participants
- Streets
- Water Features
- Parks



0 0.15 0.3 Miles

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.

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