City of Ramsey
Agenda
Regular City Council
Tuesday, December 10, 2013
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

3. Citizen Input

4. Consent Agenda

1. Receive October 2013 Financial Reports - General Fund and Enterprise Funds

2. Receive 2013 Building Division Month End Report: November

3. Consider Waiving/Not Waiving Statutory Tort Limits

4. Adopt Resolution # 13-12-221 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 22, 2013 through December 5, 2013

5. Adopt Resolution #13-12-216 Decertifying Tax Increment Financing District #2

6. Adopt Resolution #13-12-228 Approving the Terms and Condition of Sale for Outlot A Ramsey Town Center 3rd Addition; and, Approve a Quit Claim Deed for Outlot A Ramsey Town Center 3rd Addition

7. Adopt Resolution #13-12-220 to Accept a Patrol Officer's Resignation and to Begin a Recruitment

8. Resolution #13-12-229 to Approve the 2014 Non-Union Health Insurance Contributions and Non-Union Cost of Living Adjustments

9. Adopt Resolution #13-12-230 to Reclassify Four City Positions

10. Report from Public Works Committee dated December 3, 2013.
1. Consider Recommending Approval of Joint Powers Agreement with Anoka County for CSAH 5 / Alpine Drive Intersection Improvements: Ratify the recommendation of the Public Works Committee to recommend that the City Council approve the draft JPA with Anoka County for CSAH 5 / Alpine Drive Intersection Improvements, as written.
2. Consider Change in Institution Community Work Crew (ICWC) Contract: Ratify the recommendation of the Public Works Committee to recommend that the City Council enter into a one year contract with the Minnesota Department of Corrections for the occasional hire of their work crew on an as needed basis and direct staff to work with Finance to reallocate funding in the 2014 general fund budget for either contracted services or temporary seasonal help.
3. Approve Utilization of Web-Based Reservation System for Parks: Ratify the recommendation of

the Public Works Committee to recommend that the City Council approve proceeding with a change to an on-line park facility reservation system beginning immediately internally and going "live" in January 2014.

4. 2014-2018 Capital Improvement Plan (CIP): Consensus of the Public Works Committee was to recommend that the City Council hold a public hearing and adopt the 2014-2018 Capital Improvement Plan.

5. Approve Agenda

6. Public Hearing

1. Public Hearing to Consider Introducing an Ordinance Amending Chapter 10 (Franchises) of the City Charter as recommended by the Charter Commission

2. Public Hearing on 2014 Tax Levy and General Fund Budget & Adoption of Final Levies and Budgets

7. Council Business

1. Consideration of Adopting Resolution #13-12-217 Approving Joint Powers Agreement with Anoka County for CSAH 5 /Alpine Drive Intersection Improvements

2. Consider Approvals for Brookfield 4th Addition; Case of Brookfield Land, LLC and Capstone Homes, Inc.

1. Adopt Resolution #13-12-231 granting Final Plat Approval of Brookfield 4th Addition
2. Adopt Resolution #13-12-232 approving the final Development Agreement for Brookfield 4th Addition

3. Consider Acquisition of Tax Forfeit Properties

4. Select Preferred Real Estate Broker for the City of Ramsey

5. Adopt Resolution #13-12-218 Authorizing the Construction of Elmcrest Park's Community Building

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session
Meeting Date: 12/10/2013
By: Diana Lund, Finance

Information

Title
Receive October 2013 Financial Reports - General Fund and Enterprise Funds

Purpose/Background:
Purpose: Receive October monthly financial reports for the funds of : General, Water, Sewer, Street Lighting, Recycling and Storm Drainage.

Brief summary of actual revenues and expenditures-to-date in comparison to adopted budget for the respective funds.

Action:
No Action Required. Informational only.

Attachments

October 2013 General Fund Financial Report - Budget to Actual
October 2013 Enterprise Funds FInancial Reports - Budget to Actual

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/04/2013 11:33 AM
Form Started By: Diana Lund		Started On: 12/02/2013 09:46 AM
Final Approval Date: 12/04/2013		

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2013 THROUGH PERIOD ENDING: **October 31, 2013**

GENERAL FUND EXPENDITURES
- BY DEPARTMENT -

Dept	CURRENT YEAR REQUESTED BUDGE	CURRENT YTD GENERAL LEDGER
Admin	1,363,433.00	1,101,289.44
Com Dev	455,632.00	407,909.33
Contingency	224,539.00	-
Council	124,573.00	127,221.05
Finance	447,108.00	451,660.53
Fire	848,437.00	477,108.03
Legal	126,000.00	72,974.97
Police	3,068,708.00	2,240,244.23
Public Works	3,635,407.00	1,814,484.18
Grand Total	**10,293,837.00**	**6,692,891.76**

GENERAL FUND EXPENDITURES
- BY CATEGORY -

Category	-CURRENT YEAR REQUESTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	463,000.00	257,964.52
Debt Service	180,823.00	-
Other Services & Charges	3,065,308.00	1,207,091.21
Personal Services	5,806,331.00	4,646,261.82
Supplies	778,375.00	581,574.21
Grand Total	**10,293,837.00**	**6,692,891.76**

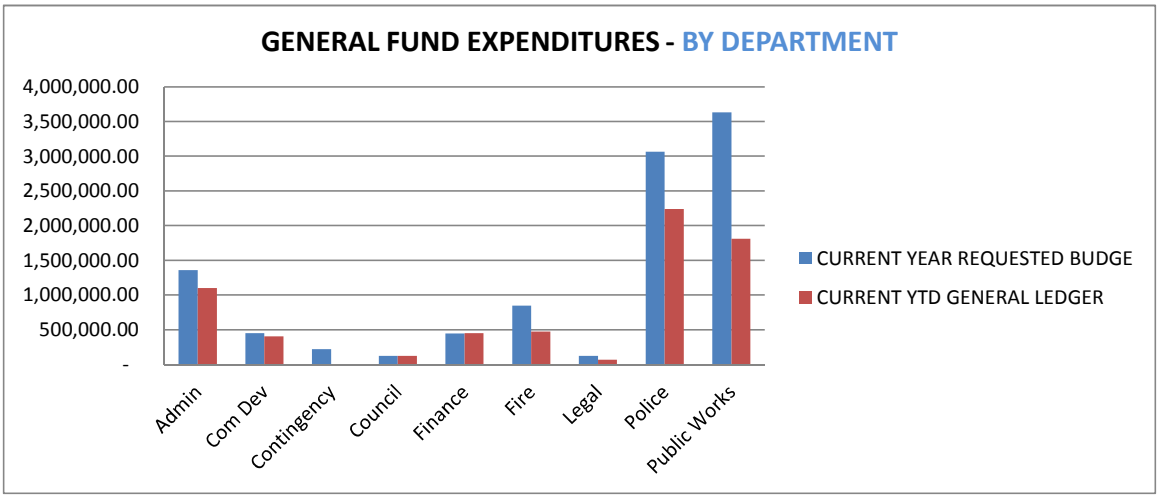
GENERAL FUND REVENUES
- BY CATEGORY -

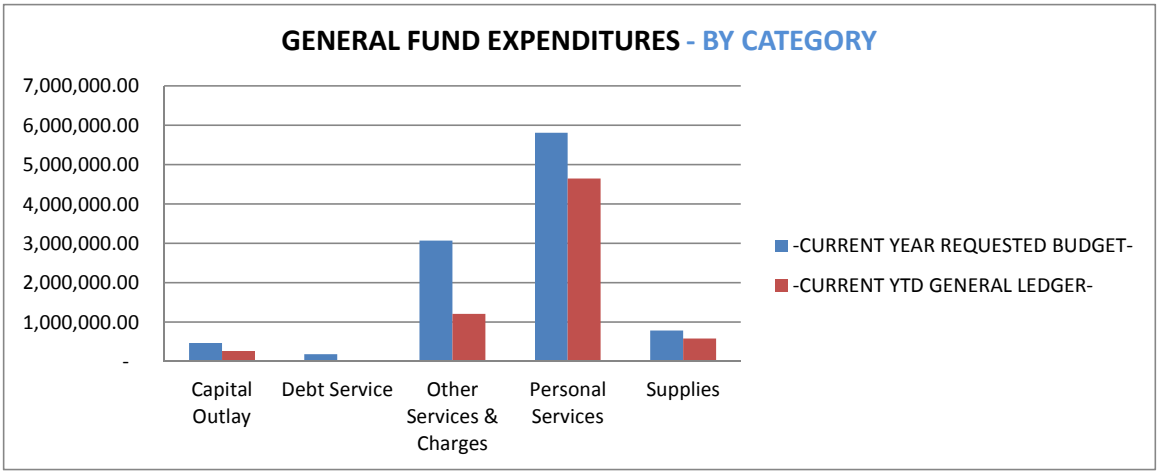
Category	-CURRENT YEAR REQUESTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	7,233,829.00	3,742,592.86
Charges for Services	915,750.00	534,624.07
Business Licenses/Permits	62,000.00	64,401.87
Fines and Forfeits	89,000.00	56,817.02
Federal Intergovernmental	7,000.00	-
State Intergovernmental	298,300.00	341,943.65
Interest	80,000.00	-
Miscellaneous	10,500.00	41,622.78
Non-Business Licenses/Permits	375,700.00	584,395.91
Transfers in	1,221,758.00	-
Grand Total	**10,293,837.00**	**5,366,398.16**

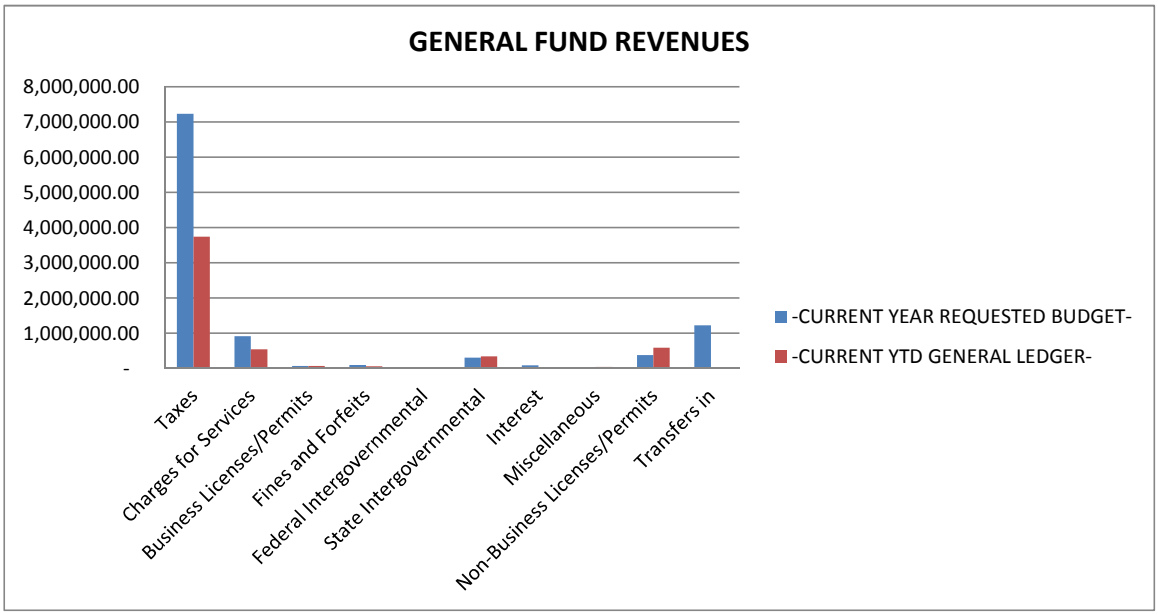
PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2013 THROUGH PERIOD ENDING: October 31, 2013







PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2013 THROUGH PERIOD ENDING: October 31, 2013

REVENUES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(5,000.00)	(3,399.42)	67.99%
4609	OTHER MISCELLANEOUS REVENUES	61,853.00	2,357.84	3.81%
4651	WATER REVENUE		(3,553.55)	0.00%
4652	WATER SALES - RESIDENTIAL	963,401.00	929,834.99	96.52%
4653	WATER SALES-COMMERCIAL	676,702.00	640,501.53	94.65%
4654	WATER PENALTIES	32,802.00	18,523.20	56.47%
4655	WATER METER INSTALLATION	10,000.00	21,840.00	218.40%
4656	WATER METERS	20,000.00	44,933.00	224.67%
4657	CONNECTION/RECONNECTION FEES	4,000.00	975.00	24.38%
4701	INTEREST ON INVESTMENTS	120,000.00	-	0.00%
4506	PREPAID INTEREST		2,455.65	0.00%
Grand Total		**1,883,758.00**	**1,654,468.24**	

EXPENSES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	173,233.00	109,040.35	62.94%
6103	FULL TIME-REGULAR-OVERTIME	12,500.00	11,053.14	88.43%
6105	TEMPORARY-WAGES & SALARIES	17,000.00	11,262.00	66.25%
6121	PERA CONTRIBUTIONS	13,069.00	9,223.34	70.57%
6122	FICA/MEDICARE CONTRIBUTIONS	15,677.00	10,546.24	67.27%
6131	GROUP INSURANCE	21,120.00	14,776.50	69.96%
6133	WORKERS COMP INSURANCE PREMIUM	7,436.00	-	0.00%
6208	MISCELLANEOUS OFFICE SUPPLIES	1,000.00	467.30	46.73%
6223	GASOLINE	5,000.00	3,088.58	61.77%
6225	DIESEL FUEL	7,000.00	3,683.80	52.63%
6229	SHOP MATERIALS	750.00	211.54	28.21%
6231	UNIFORMS & TURN-OUT GEAR	1,500.00	1,139.45	75.96%
6249	MISCELLANEOUS OPERATING SUPPLY	13,000.00	10,511.97	80.86%
6257	OTHER VEHICLE PARTS	2,500.00	1,755.58	70.22%
6273	UTILITY SYSTEM MAINT SUPPLIES	75,000.00	78,216.06	104.29%
6281	SMALL TOOLS & MINOR EQUIPMENT	15,000.00	2,959.84	19.73%
6292	WATER METERS FOR RESALE	20,000.00	8,983.43	44.92%
6315	MISCELLANEOUS PROFESSIONAL SER	40,000.00	1,050.00	2.63%
6322	POSTAGE	2,000.00	845.76	42.29%
6323	CELLULAR PHONES	2,400.00	1,809.55	75.40%
6335	TRAINING	1,600.00	1,360.18	85.01%
6352	GENERAL NOTICE & PUBLIC INFOR	600.00	-	0.00%
6361	GENERAL LIABILITY/PROPERTY INS	24,000.00	-	0.00%
6371	ELECTRIC UTILITIES	125,000.00	95,208.95	76.17%
6372	WATER/IRRIGATION	800.00	-	0.00%
6373	GAS	4,000.00	2,050.47	51.26%
6374	REFUSE/RECYCLING	600.00	342.55	57.09%
6381	BUILDING & STRUCTURE REPAIR	500.00	1,324.00	264.80%
6388	OTHER VEHICLE REPAIR	-	153.60	0.00%
6439	OTHER MISCELLANEOUS	17,000.00	774.50	4.56%
6451	MEMBERSHIP DUES	800.00	23.00	2.88%
6489	OTHER CONTRACTED SERVICES	27,000.00	66,936.33	247.91%
6722	DEPRECIATION	654,473.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	35,000.00	-	0.00%
Grand Total		**1,336,558.00**	**448,798.01**	

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2013 THROUGH PERIOD ENDING: **October 31, 2013**

REVENUES

BUSINESS UNIT **9602** **SEWER UTILITY**

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(4,000.00)	(3,026.06)	75.65%
4356	SEWER AVAILABILITY CHARGE-ADM	1,000.00	(3,434.60)	-343.46%
4609	OTHER MISCELLANEOUS REVENUES	18,546.00	3,906.31	21.06%
4661	RESIDENTIAL-SEWER CHARGES	925,057.00	724,312.70	78.30%
4662	COMMERCIAL-SEWER CHARGES	311,381.00	236,744.09	76.03%
4663	SEWER PENALTIES	24,729.00	21,800.81	88.16%
4701	INTEREST ON INVESTMENTS	40,000.00	-	0.00%
4506	PREPAID INTEREST		1,297.68	0.00%
Grand Total		**1,316,713.00**	**981,600.93**	

EXPENSES

BUSINESS UNIT **9602** **SEWER UTILITY**

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	87,996.00	24,627.42	27.99%
6103	FULL TIME-REGULAR-OVERTIME	2,000.00	533.70	26.69%
6105	TEMPORARY-WAGES & SALARIES	5,500.00	3,042.00	55.31%
6121	PERA CONTRIBUTIONS	7,830.00	1,844.46	23.56%
6122	FICA/MEDICARE CONTRIBUTIONS	8,640.00	2,163.59	25.04%
6133	WORKERS COMP INSURANCE PREMIUM	2,539.00	-	0.00%
6225	DIESEL FUEL	2,500.00	2,465.89	98.64%
6249	MISCELLANEOUS OPERATING SUPPLY	8,000.00	7,517.13	93.96%
6275	OTHER EQUIPMENT PARTS	2,500.00	1,127.07	45.08%
6315	MISCELLANEOUS PROFESSIONAL SER	10,000.00	2,000.00	20.00%
6335	TRAINING	1,500.00	300.00	20.00%
6361	GENERAL LIABILITY/PROPERTY INS	9,500.00	-	0.00%
6371	ELECTRIC UTILITIES	9,500.00	8,362.08	88.02%
6373	GAS	2,400.00	1,030.44	42.94%
6374	REFUSE/RECYCLING	500.00	342.55	68.51%
6377	SEWER SERVICE CHARGE	584,352.00	486,959.90	83.33%
6451	MEMBERSHIP DUES		40.00	0.00%
6489	OTHER CONTRACTED SERVICES	24,000.00	11,128.10	46.37%
6722	DEPRECIATION	512,357.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	29,000.00	-	0.00%
Grand Total		**1,310,614.00**	**553,484.33**	

Note: The Finance Department has highlighted line items that may be trending towards exceeding budget OR not may not have been included in the adopted budget.

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2013 THROUGH PERIOD ENDING: October 31, 2013

REVENUES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	**CURRENT YEAR REQUESTED BUDGET**	**CURRENT YTD GENERAL LEDGER**	**-% of Budget-**
4140 CREDIT CARD PROCESSING FEES	(500.00)	(581.97)	116.39%
4681 CHARGES FOR STREET LIGHTS	173,000.00	98,795.12	57.11%
4682 ST LIGHT O/M CHARGE	360.00	-	0.00%
4683 STREET LIGHTING PENALTIES	5,400.00	3,759.91	69.63%
4701 INTEREST ON INVESTMENTS	15,000.00	-	0.00%
4684 PRIORITY STREET LIGHT		33,704.64	0.00%
Grand Total	**193,260.00**	**135,677.70**	

EXPENSES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	**CURRENT YEAR REQUESTED BUDGET**	**CURRENT YTD GENERAL LEDGER**	**-% of Budget-**
6371 ELECTRIC UTILITIES	123,000.00	84,217.48	68.47%
6489 OTHER CONTRACTED SERVICES	12,328.00	7,525.24	61.04%
6722 DEPRECIATION	35,012.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	15,000.00	-	0.00%
Grand Total	**185,340.00**	**91,742.72**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2013 THROUGH PERIOD ENDING: **October 31, 2013**

REVENUES

BUSINESS UNIT	9604	RECYCLING UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(500.00)	(714.58)	142.92%
4287 OTHER LOCAL GOVERNMENT GRANTS	71,505.00	71,505.00	100.00%
4609 OTHER MISCELLANEOUS REVENUES	-	5,276.20	0.00%
4671 RECYCLING CHARGES	287,000.00	217,873.69	75.91%
4672 RECYCLING PENALTIES	8,200.00	5,699.94	69.51%
4701 INTEREST ON INVESTMENTS	200.00	-	0.00%
Grand Total	**366,405.00**	**299,640.25**	

EXPENSES

BUSINESS UNIT	9604	RECYCLING UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102 F.T. REGULAR-WAGES & SALARIES	5,343.00	4,073.07	76.23%
6103 FULL TIME-REGULAR-OVERTIME	-	1,352.46	0.00%
6121 PERA CONTRIBUTIONS	393.00	399.09	101.55%
6122 FICA/MEDICARE CONTRIBUTIONS	423.00	372.93	88.16%
6133 WORKERS COMP INSURANCE PREMIUM	93.00	-	0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	7,000.00	9,053.88	129.34%
6322 POSTAGE	250.00	243.42	97.37%
6489 OTHER CONTRACTED SERVICES	318,000.00	242,431.52	76.24%
6820 OPERATING TRANSFERS TO OTHER F	9,000.00	-	0.00%
Grand Total	**340,502.00**	**257,926.37**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2013 THROUGH PERIOD ENDING: **October 31, 2013**

REVENUES

BUSINESS UNIT 9605 STORM WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(1,000.00)	(868.69)	86.87%
4693	STORM WATER-RESIDENTIAL	321,920.00	248,514.59	77.20%
4694	STORM WATER-COMMERCIAL	329,716.00	252,209.36	76.49%
4695	STORM WATER-PENALTIES	19,549.00	10,991.32	56.22%
4701	INTEREST ON INVESTMENTS	4,000.00	-	0.00%
Grand Total		**674,185.00**	**510,846.58**	

EXPENSES

BUSINESS UNIT 9605 STORM WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	107,882.00	14,150.93	13.12%
6103	FULL TIME-REGULAR-OVERTIME	-	104.67	0.00%
6105	TEMPORARY-WAGES & SALARIES	-	504.00	0.00%
6121	PERA CONTRIBUTIONS	7,830.00	1,033.55	13.20%
6122	FICA/MEDICARE CONTRIBUTIONS	8,214.00	1,057.56	12.88%
6133	WORKERS COMP INSURANCE PREMIUM	2,923.00	-	0.00%
6223	GASOLINE	1,500.00	665.06	44.34%
6225	DIESEL FUEL	1,500.00	2,044.81	136.32%
6249	MISCELLANEOUS OPERATING SUPPLY	10,000.00	5,529.30	55.29%
6257	OTHER VEHICLE PARTS	5,000.00	4,238.49	84.77%
6315	MISCELLANEOUS PROFESSIONAL SER	42,000.00	38,482.11	91.62%
6361	GENERAL LIABILITY/PROPERTY INS	6,500.00	-	0.00%
6371	ELECTRIC UTILITIES	2,420.00	1,938.35	80.10%
6373	GAS	2,000.00	1,030.40	51.52%
6374	REFUSE/RECYCLING	500.00	342.51	68.50%
6451	MEMBERSHIP DUES	24,689.00	24,689.00	100.00%
6489	OTHER CONTRACTED SERVICES	17,200.00	8,524.98	49.56%
6722	DEPRECIATION	242,582.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	24,000.00	-	0.00%
Grand Total		**506,740.00**	**104,335.72**	

Note: The Finance Department has highlighted line items that may be trending towards exceeding budget OR not may not have been included in the adopted budget.

CC Regular Session
Meeting Date: 12/10/2013
Submitted For: Katy Okerstrom, Community Development
By: MaryJo Warner, Engineering/Public Works

Information

Title
Receive 2013 Building Division Month End Report: November

Purpose/Background:
Attached is the monthly building report for November 2013.

Action:
Motion to receive the building permit report for November 2013.

Attachments

November Summary
November Detail

Form Review

Inbox	Reviewed By	Date
Katy Okerstrom	Katy Okerstrom	12/03/2013 01:27 PM
Tim Gladhill	Tim Gladhill	12/05/2013 12:58 PM
Kurt Ulrich	Kurt Ulrich	12/05/2013 03:29 PM
Form Started By: MaryJo Warner		Started On: 12/03/2013 10:26 AM
Final Approval Date: 12/05/2013		

Report Name: PermitsIssued
Permit Category: All Permits

City of Ramsey
Permits Issued

Printed: 12/3/201
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	CURRENT RANGE 11/1/2013 - 11/30/2013				PREVIOUS RANGE 11/1/2012 - 11/30/2012			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Building								
Commercial	2	987.25	64,004.00	0.00	5	1,851.50	135,400.00	1,142.38
Residential	48	20,772.25	1,576,393.00	6,582.78	31	14,853.75	1,173,567.00	5,494.36
Subtotal	50	21,759.50	1,640,397.00	6,582.78	36	16,705.25	1,308,967.00	6,636.74
Electrical								
Commercial	7	666.00	0.00	0.00	11	692.00	0.00	0.00
Residential	33	1,992.00	0.00	0.00	20	1,855.00	0.00	0.00
Subtotal	40	2,658.00	0.00	0.00	31	2,547.00	0.00	0.00
Fire								
Burning	2	50.00	0.00	0.00	4	100.00	0.00	0.00
Fire Alarm / Device	2	65.30	1,480.00	42.45	1	181.25	10,000.00	117.81
Fire Sprinkler	1	29.60	700.00	19.24	1	25.15	700.00	0.00
Fireworks	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Tent / Temp Membrane	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	5	144.90	2,180.00	61.69	6	306.40	10,700.00	117.81
Mechanical								
Commercial	2	1,100.00	102,850.00	650.00	3	350.00	29,000.00	97.50
Residential	15	705.00	0.00	0.00	11	517.00	0.00	0.00
Subtotal	17	1,805.00	102,850.00	650.00	14	867.00	29,000.00	97.50
Plumbing								
Commercial	2	737.24	46,724.00	0.00	1	150.00	7,000.00	0.00
Residential	11	577.00	2,320.00	0.00	8	295.00	0.00	0.00
Subtotal	13	1,314.24	49,044.00	0.00	9	445.00	7,000.00	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	1	25.00	0.00	0.00	9	600.00	0.00	0.00
Residential	1	100.00	0.00	0.00	0	0.00	0.00	0.00
Subtotal	2	125.00	0.00	0.00	9	600.00	0.00	0.00

Report Name: PermitsIssued
Permit Category: All Permits

City of Ramsey
Permits Issued

Printed: 12/3/201
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	CURRENT RANGE 11/1/2013 - 11/30/2013				PREVIOUS RANGE 11/1/2012 - 11/30/2012			
	QTY	BASE FEE	VALUATION	PLAN REVIEW	QTY	BASE FEE	VALUATION	PLAN REVIEW
Temporary Use								
Residential	4	22,000.00	0.00	0.00	1	5,000.00	0.00	0.00
Subtotal	4	22,000.00	0.00	0.00	1	5,000.00	0.00	0.00
User Defined								
Commercial	1	250.00	0.00	0.00	1	250.00	0.00	0.00
Residential	10	2,330.00	0.00	0.00	14	1,950.00	0.00	0.00
Subtotal	11	2,580.00	0.00	0.00	15	2,200.00	0.00	0.00
Zoning								
Commercial	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Residential	1	25.00	0.00	0.00	5	125.00	0.00	0.00
Subtotal	1	25.00	0.00	0.00	5	125.00	0.00	0.00
Total	**143**	**52,411.64**	**1,794,471.00**	**7,294.47**	**126**	**28,795.65**	**1,355,667.00**	**6,852.05**

Report Name:
Permits Issued with Description
Issued Dates:
11/1/2013 to 11/30/2013

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Building				
Commercial				
Roofing	2	987.25	0.00	64,004
Sub Total:	**2**	**987.25**	**0.00**	**64,004**
Residential				
Accessory Structure	1	434.50	282.43	26,993
Apartment	1	94.00	0.00	2,000
Basement Finish	2	282.00	0.00	0
Deck	6	564.00	0.00	0
Dwelling	2	442.50	287.62	23,500
Fireplace	4	376.00	0.00	0
New Dwelling	7	15,853.25	6,012.73	1,523,900
Roofing	8	752.00	0.00	0
Roofing, Siding & Window Replacement	1	282.00	0.00	0
Siding	2	188.00	0.00	0
Siding & Window Replacement	2	376.00	0.00	0
Window Replacement	12	1,128.00	0.00	0
Sub Total:	**48**	**20,772.25**	**6,582.78**	**1,576,393**
TOTAL:	**50**	**21,759.50**	**6,582.78**	**1,640,397**
Electrical				
Commercial				
Addition	1	365.00	0.00	0
Build-Out	1	40.00	0.00	0
Miscellaneous	5	261.00	0.00	0
Sub Total:	**7**	**666.00**	**0.00**	**0**
Residential				
Accessory Structure	2	140.00	0.00	0
Air Conditioner	3	105.00	0.00	0
Basement Finish	4	245.00	0.00	0
Dwelling	6	820.00	0.00	0
Furnace	2	70.00	0.00	0
Furnace & Air Conditioner	2	70.00	0.00	0
Miscellaneous	6	262.00	0.00	0
Order For Payment	4	140.00	0.00	0
Septic Pump	4	140.00	0.00	0
Sub Total:	**33**	**1,992.00**	**0.00**	**0**
TOTAL:	**40**	**2,658.00**	**0.00**	**0**
Fire				
Burning				
	2	50.00	0.00	0
Sub Total:	**2**	**50.00**	**0.00**	**0**

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Fire Alarm / Device				
Commercial	2	65.30	42.45	1,480
Sub Total:	**2**	**65.30**	**42.45**	**1,480**
Fire Sprinkler				
Commercial	1	29.60	19.24	700
Sub Total:	**1**	**29.60**	**19.24**	**700**
TOTAL:	**5**	**144.90**	**61.69**	**2,180**
Mechanical				
Commercial				
Commercial Mechanical Addition	1	1,000.00	650.00	100,000
Furnace	1	100.00	0.00	2,850
Sub Total:	**2**	**1,100.00**	**650.00**	**102,850**
Residential				
Furnace	9	423.00	0.00	0
Furnace & Air Conditioner	5	235.00	0.00	0
Sub Total:	**14**	**658.00**	**0.00**	**0**
TOTAL:	**16**	**1,758.00**	**650.00**	**102,850**
Plumbing				
Commercial				
Commercial Plumbing Addition	1	437.24	0.00	43,724
New Commercial Plumbing	1	300.00	0.00	3,000
Sub Total:	**2**	**737.24**	**0.00**	**46,724**
Residential				
Dwelling	2	188.00	0.00	2,320
Remodel	1	94.00	0.00	0
Water Heater	5	250.00	0.00	0
Water Softener	3	45.00	0.00	0
Sub Total:	**11**	**577.00**	**0.00**	**2,320**
TOTAL:	**13**	**1,314.24**	**0.00**	**49,044**
Sign				
Commercial				
Temporary	1	25.00	0.00	0
Sub Total:	**1**	**25.00**	**0.00**	**0**
Residential				
	1	100.00	0.00	0
Sub Total:	**1**	**100.00**	**0.00**	**0**
TOTAL:	**2**	**125.00**	**0.00**	**0**
Temporary Use				

City of Ramsey
Permits Issued with Description

Permit Description	Permit Count	Base Fee	Plan Review	Valuation
Residential				
Landscape	4	22,000.00	0.00	0
Sub Total:	**4**	**22,000.00**	**0.00**	**0**
TOTAL:	**4**	**22,000.00**	**0.00**	**0**
User Defined				
Commercial				
Tank(s)	1	250.00	0.00	0
Sub Total:	**1**	**250.00**	**0.00**	**0**
Residential				
Pumping Permit	9	2,180.00	0.00	0
Tank(s) & Drainfield	1	150.00	0.00	0
Sub Total:	**10**	**2,330.00**	**0.00**	**0**
TOTAL:	**11**	**2,580.00**	**0.00**	**0**
Zoning				
Residential				
Fence	1	25.00	0.00	0
Sub Total:	**1**	**25.00**	**0.00**	**0**
TOTAL:	**1**	**25.00**	**0.00**	**0**
Grand Total:	**142**	**52,364.64**	**7,294.47**	**1,794,471**

CC Regular Session
Meeting Date: 12/10/2013
By: Diana Lund, Finance

Information

Title
Consider Waiving/Not Waiving Statutory Tort Limits

Purpose/Background:

Purpose: The City is required to annually pass a resolution waiving or not waiving statutory tort limits of $500,000/$1,500,000 for its liability coverage.

The City of Ramsey annually renews its property, casualty and liability insurance coverage with the League of Minnesota Cities. A form is required to be filed for the City and HRA (included in the agenda of tonight's HRA meeting).

Attached is the Liability Coverage Waiver Form that is required to be signed after City Council approval of a resolution indicating whether the City chooses to waive or not waive the statutory tort limits. If the City Council were to waive the statutory limits, additional insurance would need to be purchased by the City to cover the increased liability. This increased liability has not currently been budgeted for, **nor has the City waived the tort limits in the past**.

If the City Council was to consider waiving the tort limits and/or purchasing additional insurance coverage, staff would request rates for the increased coverage for 2014 and bring them back for consideration at a future regularly scheduled meeting of the City Council along with budget considerations.

Notification:
A League of Minnesota Cities memo regarding Liability Coverage Options is attached to further outline liability limits, coverage limits and waivers.

Observations/Alternatives:
Option #1: **Not Waive** the Statutory Tort Limits for League of Minnesota Cities Insurance Trust Liability Coverage for the City - $500,000/$1,500,000. An individual claimant would be able to recover no more than $500,000 on any claim to which the statutory tort limits apply. The total which all claimants for any single occurrence to which the statutory tort limits apply would be limited to $1,500,000.

Option #2: **Waive** the Statutory tort limits **and not purchase** excess liability coverage - $1,500,000/$1,500,000. An individual claimant would be able to recover up to $1,500,000 on a single occurrence, whereas the total of all claimants per single occurrence, would also be limited to $1,500,000 regardless of the number of claimants.

Option #3: **Waive** the Statutory tort limits **and purchase** excess liability coverage. A single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants. As noted, this option is more expensive and is currently not budgeted for.

Funding Source:

Amounts attributed to not-waiving the statutory tort limits was included in the 2014 General Fund Budget.

Recommendation:

Staff recommends that the City Council adopt the resolution not waiving (Option #1) the Statutory Tort Limits for liability coverage.

Action:

Adopt Resolution #13-12-215 Not Waiving the Statutory Tort Limits for League of Minnesota Cities Insurance Trust Liability Coverage for the City of Ramsey.

Attachments

Waiver Form

LMC Memo re: Liability Coverge Options

Res Non Waiver of Tort Limits

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/04/2013 11:35 AM
Form Started By: Diana Lund		Started On: 12/02/2013 09:52 AM
Final Approval Date: 12/04/2013		

SECTION I: LIABILITY COVERAGE WAIVER FORM

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- *If the city does not waive the statutory tort limits*, an individual claimant would be able to recover no more than $500,000. on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to $1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.

- *If the city waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to $1,500,000. on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to $1,500,000., regardless of the number of claimants.

- *If the city waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. **Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage.** For further information, contact LMCIT. You may also wish to discuss these issues with your city attorney.

_____ accepts liability coverage limits of $_____ from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

☐ The city **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

☐ The city **WAIVES** the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council meeting _____

Signature_____ Position_____

Return this completed form to LMCIT, 145 University Ave. W., St. Paul, MN. 55103-2044

LEAGUE OF MINNESOTA CITIES

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RISK MANAGEMENT INFORMATION

LMCIT LIABILITY COVERAGE OPTIONS

Liability Limits, Coverage Limits, and Waivers

LMCIT gives cities several options for structuring their liability coverage. The city can choose either to waive or not to waive the monetary limits the statutes provide; and the city can select from among several liability coverage limits. This memo discusses these options and identifies some issues to consider in deciding which of the options best meets the city's needs.

Statutory Limits on Municipal Tort Liability

The statutes limit a city's tort liability to a maximum of $500,000 per claimant and $1,500,000 per occurrence. These limits apply whether the claim is against the city, against the individual officer or employee, or against both.

Coverage Limits for LMCIT's Basic Primary Liability Coverage

LMCIT's liability coverage provides a limit of $1,500,000 per occurrence, matching the per-occurrence part of the statutory municipal tort liability limit. Beside the overall coverage limit of $1,500,000 per occurrence, there are also annual aggregate limits (that is, limits on the total amount of coverage for the year regardless of the number of claims), for certain specific risks. Aggregate limits apply to the following:

Products	$2,000,000 annually
Failure to supply utilities	$2,000,000 annually
EMF	$2,000,000 annually
Limited pollution*	$2,000,000 annually
Mold	$2,000,000 annually
Land use litigation**	$1,000,000 annually
Employers liability (work comp)	$1,500,000 annually

* Includes sudden and accidental releases of pollutants; herbicide and pesticide application; sewer ruptures, overflows and backups; and lead and asbestos claims. Dredging or excavation claims are subject to a $250,000 sublimit. These limits apply to both damages and defense costs.

** Coverage is provided on a sliding scale percentage basis, which is based on participation in LMCIT's online land use training. Coverage applies to both damages and litigation costs.

More Information

For more information about land use litigation coverage, please see the memo LMCIT Coverage for Litigation Relating to Land Use.

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044
PHONE: (651) 281-1200
TOLL FREE: (800) 925-1122
FAX: (651) 281-1298
WEB: WWW.LMC.ORG

If the Statute Limits our Liability, Why Purchase Higher Coverage Limits?

There are several different reasons why cities should strongly consider carrying higher limits of liability coverage.

The Statutory Tort Limits Either Do Not or May Not Apply to Several Types of Claims

Some examples include:

- *Claims under federal civil rights laws.* These include Section 1983, the Americans with Disabilities Act, etc.

- *Claims for tort liability that the city has assumed by contract.* This occurs when a city agrees in a contract to defend and indemnify a private party.

- *Claims for actions in another state.* This might occur in border cities that have mutual aid agreements with adjoining states, or when a city official attends a national conference or goes to Washington to lobby, etc.

- *Claims based on liquor sales.* This mostly affects cities with municipal liquor stores, but it could also arise in connection with beer sales at a fire relief association fund-raiser, for example.

- *Claims based on a "taking" theory.* Suits challenging land use regulations frequently include an "inverse condemnation" claim, alleging that the regulation amounts to a "taking" of the property.

LMCIT's Primary Liability Coverage has Annual Limits on Coverage for a few Specific Risks

The table on page one lists the liability risks to which aggregate coverage limits apply. If the city has a loss or claim in one of these areas, there might not be enough limits remaining to cover the city's full exposure if there is a second loss of the same sort during the year. Excess liability coverage gives the city additional protection against this risk as well.

However, there are a couple important restrictions on how the excess coverage applies to risks that are subject to aggregate limits:

- The excess coverage *does not apply* to three risks: *failure to supply utilities; mold; and "limited pollution" claims if either the pollutant release or the damage is below ground or in a body of water;* and

- The excess coverage *does not automatically apply to liquor liability* unless the city specifically requests it.

The City may be Required by Contract to Carry Higher Coverage Limits

Occasionally, a contract might include a requirement the city carry more than $1,500,000 of coverage limits. Carrying excess coverage is a way to meet these requirements. (There's also another option

for cities in this situation. LMCIT can issue an endorsement to increase the city's coverage limit only for claims relating to that particular contract. There's a small charge for these "laser" endorsements.)

There may be more than One Political Subdivision Covered Under the City's Coverage

An HRA, EDA, or port authority is itself a separate political subdivision. If the city EDA, for example, is named as a covered party on the city's coverage and a claim were made that involved both the city and the EDA, theoretically the claimant might be able to recover up to $1,500,000 from both the city and the EDA, since there are two political subdivisions involved. Excess coverage is one way to provide enough coverage limits to address this situation. Another solution is for the HRA, EDA, or port authority to carry separate liability coverage in its own name.

This issue of multiple covered parties can also arise is if the city has agreed by contract to name another entity as a covered party, or to defend and indemnify another entity.

Cities Sometimes Carry Higher Coverage Limits Because of a Concern the Courts Might Overturn the Statutory Liability Limits

However, those limits have now been tested and upheld several times in Minnesota. While it's always possible that a future court might decide to throw out the statutory limits, this is now less of a concern.

Available Excess Liability Coverage Limits

Excess coverage is available in $1 million increments, up to a maximum of $5 million.

Does the Optional Excess Coverage Apply to All Types of Claims?

No. The excess liability coverage does not apply to the following types of claims: certain limited pollution claims; mold claims; claims for failure to supply utilities; auto no-fault claims; uninsured / underinsured motorist claims; workers' compensation, disability, or unemployment claims; or claims under the medical payments coverage.

Who Needs Excess Liability Coverage?

If anything, excess liability coverage is even more important to a small city rather than to a large city.

If a city ends up with more liability than it has coverage, the city will have to either draw on existing funds or go to its taxpayers to pay that judgment. A large city faced with, say, a million dollars of liability over and above what its LMCIT coverage pays might be able to spread that $1 million cost over several thousand taxpayers. The small city by contrast might be dividing that same $1 million cost among only a couple hundred taxpayers. $1 million divided among 5,000 taxpayers is $200 apiece – annoying but probably at least manageable for most taxpayers. $1 million divided among 200 taxpayers is $5,000 apiece – enough to be a real problem for many.

What's the Effect of Waiving the Per Claimant Statutory Liability Limit?

If the city chooses the "waiver" option, the city and LMCIT no longer can use the statutory limit of $500,000 per claimant as a defense. Because the waiver increases the exposure, the premium is roughly 3% higher for coverage under the waiver option.

If the city waives the statutory limit, an individual claimant could therefore recover up to $1,500,000 in damages on a claim. Of course, the individual would still have to prove to the court or jury that s/he really does have that amount of damages. Also, the statutory limit of $1,500,000 per occurrence would still apply; that would limit the individual's recovery to a lesser amount if there were multiple claimants.

Why Would the City Choose to Pay More to Get Waiver-Option Coverage?

The statutory liability limit only comes into play in a case where

- The city is in fact liable.
- The injured party's actual proven damages are greater than the statutory limit.

Highlight

The waiver option coverage does not give the city better protection. The benefit is to the injured party.

Very literally, applying the statutory liability limit means an injured party won't be fully compensated for his/her actual, proven damages that were caused by city negligence. Some cities as a matter of public policy may want to have more assets available to compensate their citizens for injuries caused by the city's negligence. Waiving the statutory liability limits is a way to do that.

Other cities may feel that the appropriate policy is to minimize the expenditure of the taxpayers' funds by taking full advantage of every protection the legislature has decided to provide. There's no right or wrong answer on this point. It's a discretionary question of city policy that each city council needs to decide for itself.

For claims the statutory tort liability limits don't apply to, it doesn't affect how the city's coverage or risk on those claims. Waiving the statutory tort limits has no effect on claims the statutory limits don't apply to.

Effects of Waiving the Statutory Limits if there is Excess Coverage

If the city has $1 million of excess coverage and chooses to waive the statutory tort limits, the claimants (whether it's one claimant or several) could then potentially recover up to $2.5 million in damages in a single occurrence. If the city carries higher excess coverage limits, the potential maximum recovery per occurrence is correspondingly higher.

Carrying excess coverage under the waiver option is a way to address an issue that some cities find troubling: the case where many people are injured in a single occurrence caused by city negligence. Suppose, for example, that a city vehicle negligently runs into a school bus full of kids, causing multiple serious injuries. $1,500,000 divided 50 ways may not go far toward compensating for those

injuries. Excess coverage under the waiver option makes more funds available to compensate the victims in that kind of situation.

The cost of the excess liability coverage is about 25% greater if the city waives the statutory tort limits. The cost difference is proportionally greater than the cost difference at the primary level because for a city that carries excess coverage, waiving the statutory tort limits increases both the per-claimant exposure and the per-occurrence exposure.

Waiving Statutory Tort Liability Limits: Increase in Risk?

There is no increase in risk for the city to end up with liability if LMCIT doesn't cover it. The waiver form specifically says the city is waiving the statutory tort liability limits only to the extent of the city's coverage.

Of course, that's not to say there is no risk the city's liability could exceed its coverage limits. We listed earlier a number of ways that could happen to any city. But the waiver doesn't increase that risk.

Can we Waive the Statutory Tort Limits for the Primary Coverage but not for the Excess Coverage?

No. If the city decides to waive the statutory tort limits, that waiver applies to the full extent of the coverage limits the city has. The city cannot partially waive the statutory limits.

Is there a Simple way to Summarize the Options?

It's not necessarily simple, but the table on the following page is a shorthand summary of what the effect would be of the various coverage structure options in different circumstances.

Your League Resource

Feel free to call the Underwriting Department at 651-281-1200 or 800-925-1122 with any questions.

Pete Tritz 12/10

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LMCIT Liability Coverage Options

Coverage structure If the city:	On a liability claim to which the statutory limits apply		On a liability claim to which the statutory limits do not apply
	This is the maximum amount a single claimant could recover on an occurrence.	This is the maximum total amount that all claimants could recover on a single occurrence.	This is the maximum amount of damages which LMCIT would pay on the city's behalf for a single occurrence, regardless of the number of claimants.
Does not have excess coverage & Does not waive the statutory limits	$500,000	$1,500,000	$1,500,000
Does not have excess coverage & Waives the statutory limits	$1,500,000	$1,500,000	$1,500,000
Has $1,000,000 of excess coverage & Does not waive the statutory limits	$500,000	$1,500,000	$2,500,000
Has $1,000,000 of excess coverage & Waives the statutory limits	$2,500,000	$2,500,000	$2,500,000

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044
PHONE: (651) 281-1200
TOLL FREE: (800) 925-1122
FAX: (651) 281-1298
WEB: WWW.LMC.ORG

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-215

RESOLUTION NOT TO WAIVE STATUATORY TORT LIMITS FOR LMCIT LIABILITY COVERAGE

WHEREAS, city staff has reviewed the impacts of waiving and not-waiving statutory tort limits for liability insurance with the League of Minnesota Cities Insurance Trust; and

WHEREAS, City Council has determined it is in the best interest of the City to not waive the statutory tort limits for liability insurance with LMCIT.

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

1) That the City Council of the City of Ramsey does not waive the statutory tort limits for LMCIT liability coverage.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session

Meeting Date: 12/10/2013

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution # 13-12-221 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 22, 2013 through December 5, 2013

Funding Source:

N/A

Action:

Motion to Adopt Resolution # 13-12-221 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 22, 2013 through December 5, 2013.

Attachments

Bills List 12/10/2013

Resolution 12/10/2013

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	12/05/2013 12:58 PM
Kurt Ulrich	Kurt Ulrich	12/05/2013 03:26 PM
Form Started By: Jackie Lipski		Started On: 12/05/2013 09:20 AM
Final Approval Date: 12/05/2013		

CITY OF RAMSEY - FINANCE OFFICE Printed 12/5/2013

RAMSEY CITY COUNCIL MEETING

12/10/2013

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 11/22/13-12/5/2013	132,737.98
Accounts Payable 11/22/13-12/5/13	127,983.79
Payroll 11/21/13	129,341.85

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 390,063.62**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2012 Y.T.D.
NET PAYROLL TOTAL	$ 115,309.64	$ 2,800,894.65
- CORRECTION TO PAYROLL		
PREPAIDS		
- PREPAID ADJUSTMENTS	274,399.33	13,370,681.08
WIRE TRANSFERS FOR DEBT SERVICE		983,210.01
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	99,776.04	3,984,006.70
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)	192,151.50	1,121,756.03
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 681,636.51**	**$ 22,260,548.47**

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

11/21/2013 – 12/13/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
93002	**11/21/2013**		**110734 CITY OF RAMSEY**						
		37.02	720224		69985	112113	9601.4651		WATER REVENUE
		184.16	722258		69985	112113	9601.4651		WATER REVENUE
		29.26	723050		69985	112113	9601.4651		WATER REVENUE
		20.25	719268		69985	112113	9601.4651		WATER REVENUE
		20.25	628051531		69985	112113	9601.4651		WATER REVENUE
		42.53	37102727		69985	112113	9601.4651		WATER REVENUE
		333.47							
93003	**11/21/2013**		**113921 FIRST ADVANTAGE LNS SCREENING SOLUTIONS**						
		180.00	RANDOM TESTING 2013 Q1/Q2		69986	962951	0130.6306		PERSONNEL TESTING &
		180.00							
93004	**11/21/2013**		**100442 SHADE TREE CONSTRUCTION**						
		1,500.00	REFUND ERO ESC 16836 MARBLE ST		69987	113593	9804.6433	00113593	REFUNDS
		1,500.00							
93005	**11/22/2013**		**107962 GENESIS EMPLOYEE BENEFITS**						
		3,812.15			69954	11201314145610	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,812.15							
93006	**11/22/2013**		**100257 LAW ENFORCEMENT LABOR SRV INC**						
		427.50			69771	1106131227225	9101.2177		UNION DUES
		427.50			69961	1120131414565	9101.2177		UNION DUES
		855.00							
93007	**11/22/2013**		**100298 MN AFSCME COUNCIL 5**						
		468.96			69772	1106131227226	9101.2177		UNION DUES
		483.23			69962	1120131414566	9101.2177		UNION DUES
		952.19							
93085	**11/26/2013**		**100297 CENTERPOINT ENERGY**						
		2,062.69	7550 SUNWOOD DR OCT 13		69988	6702493-5OCT13	0194.6373		GAS
		88.33	14515 E TOWN CENTER DR		69989	8782239-1OCT13	9601.6373		GAS
		108.61	6701 HIGHWAY 10		69990	6011580-5 OCT 13	9410.6373	00041012	GAS
		2,259.63							
93086	**11/26/2013**		**106616 MARTIN MCALLISTER, INC**						
		850.00	EVAL. TED LAFRANCE		69991	8783	0130.6305		MEDICAL/PSYCHOLOGIC
		850.00							
93087	**11/26/2013**		**100391 POSTMASTER**						
		145.69	POSTAGE-SALES TAX EXCEP CARDS		69992	112213	0153.6322		POSTAGE
		145.69							
93088	**11/26/2013**		**100413 RANDALL, GOODRICH AND HAAG, P L .C.**						
		5,163.70	MARCH 13 CIVIL BILLING		69994	112513	0161.6304		LEGAL FEES
		121.00	MARCH 13 CIVIL BILLING		69994	112513	0295.6304		LEGAL FEES
		170.50	MARCH 13 CIVIL BILLING		69994	112513	9410.6304	00041001	LEGAL FEES
		242.00	MARCH 13 CIVIL BILLING		69994	112513	9496.6304		LEGAL FEES
		265.00	MARCH 13 CIVIL BILLING		69994	112513	9497.6304		LEGAL FEES
		275.00	MARCH 13 CIVIL BILLING		69994	112513	9804.6304	00113355	LEGAL FEES
		18.00	MARCH 13 CIVIL BILLING		69994	112513	9804.6304	00113681	LEGAL FEES
		6,255.20							

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

11/21/2013 – 12/13/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
93089	11/26/2013		100510 VERIZON WIRELESS						Continued.
		26.02	OCT/NOV 2013 BILLING		69993	9714661712	0130.6323		CELLULAR PHONES
		26.02	OCT/NOV 2013 BILLING		69993	9714661712	0301.6323		CELLULAR PHONES
		26.02	OCT/NOV 2013 BILLING		69993	9714661712	0240.6323		CELLULAR PHONES
		78.06							
93090	12/3/2013		110374 BJORNRUD, LON						
		100.00	DAM DEP REFUND RC 34323		70039	120313	9804.1160		KEY & DAMAGE DEPOSIT
		100.00							
93091	12/3/2013		112663 CAPSTONE HOMES INC						
		1,500.00	REFUND ERO ESC 13739 EBONY ST		70040	113772	9804.6433	00113772	REFUNDS
		1,500.00	REFUND ERO ESC 16112 URANIMITE		70041	120313	9804.6433	00113788	REFUNDS
		3,000.00							
93092	12/3/2013		110734 CITY OF RAMSEY						
		19.77	68975909		70042	120313	9601.4651		WATER REVENUE
		22.28	44943511		70042	120313	9601.4651		WATER REVENUE
		314.00	651515334		70042	120313	9601.4651		WATER REVENUE
		356.05							
93093	12/3/2013		100678 PETTY CASH						
		11.87	MILEAGE FOR ELECTIONS		70043	112713	0141.6249		MISCELLANEOUS OPERA
		12.31	LOCKS		70043	112713	0194.6249		MISCELLANEOUS OPERA
		21.98	MEAL DURING TRAINING		70043	112713	0211.6331		TRAVEL & LODGING
		9.00	PARKING- TZD CONF		70043	112713	0280.6331		TRAVEL & LODGING
		55.16							
93094	12/3/2013		113930 RON KASSA CONSTRUCTION INC						
		5,000.00	MISC CITY WORK		70044	100113	0452.6489		OTHER CONTRACTED SE
		1,730.00	MISC CITY WORK		70044	100113	0311.6488		STREET MAINTENANCE (
		2,900.00	MISC CITY WORK		70044	100113	0311.6488		STREET MAINTENANCE (
		10,400.00	MISC CITY WORK		70044	100113	9605.6249		MISCELLANEOUS OPERA
		20,030.00							
93095	12/3/2013		112475 S AND T OFFICE PRODUCTS INC						
		24.18	OFFICE SUPPLIES		70045	01QA7084	0191.6208		MISCELLANEOUS OFFICI
		115.98	OFFICE SUPPLIES		70045	01QA7084	0130.6208		MISCELLANEOUS OFFICI
		117.88	OFFICE SUPPLIES		70045	01QA7084	0153.6208		MISCELLANEOUS OFFICI
		146.94	OFFICE SUPPLIES		70045	01QA7084	0301.6208		MISCELLANEOUS OFFICI
		21.13	OFFICE SUPPLIES		70045	01QA7084	0452.6208		MISCELLANEOUS OFFICI
		5.80	OFFICE SUPPLIES		70045	01QA7084	0311.6208		MISCELLANEOUS OFFICI
		63.22	OFFICE SUPPLIES		70045	01QA7084	9601.6208		MISCELLANEOUS OFFICI
		495.13							
90269366	11/21/2013		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		75.00			69890	1119131405554	9101.2174		PERA-EMPLOYEE
		75.00			69891	1119131405555	9101.2183		PERA-EMPLOYER
		14,790.43			69963	1120131414567	9101.2174		PERA-EMPLOYEE
		19,958.60			69964	1120131414568	9101.2183		PERA-EMPLOYER
		34,899.03							
92085888	11/21/2013		100601 MN DEPT OF REV WH						
		77.64			69892	1119131405556	9101.2172		STATE WITHHOLDING
		8,697.95			69965	1120131414569	9101.2172		STATE WITHHOLDING
		8,775.59							

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

11/21/2013 – 12/13/2013

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
92085888	11/21/2013		100601 MN DEPT OF REV WH						Continued.
94229506	11/21/2013		100113 BANK OF THE WEST						
		334.17			69887	1119131405551	9101.2171		FEDERAL WITHHOLDING
		357.37			69888	1119131405552	9101.2173		FICA & MEDICARE-EMPL(
		357.37			69889	1119131405553	9101.2182		FICA & MEDICARE-EMPL(
		22,943.41			69953	1120131414561	9101.2171		FEDERAL WITHHOLDING
		8,750.05			69958	1120131414562	9101.2173		FICA & MEDICARE-EMPL(
		8,750.05			69959	1120131414563	9101.2182		FICA & MEDICARE-EMPL(
		41,492.42							
96499567	11/21/2013		110305 HARTFORD LIFE INSURANCE COMPANY						
		486.11			69765	11061312272211	9101.2176		LIFE/HEALTH-EMPLOYEE
		486.09			69955	11201314145611	9101.2176		LIFE/HEALTH-EMPLOYEE
		89.10			69955	11201314145611	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,061.30							
99112157	11/21/2013		111465 STATE STREET BANK						
		2,634.00			69956	11201314145612	9101.2175		DEFERRED COMPENSAT
		2,634.00							
99112159	11/21/2013		111465 STATE STREET BANK						
		387.51			69957	11201314145613	9101.2176		LIFE/HEALTH-EMPLOYEE
		387.51							
99867882	11/21/2013		100223 ICMA RETIREMENT TRUST 457						
		2,230.40			69960	1120131414564	9101.2175		DEFERRED COMPENSAT
		2,230.40							
		132,737.98	Grand Total						

Payment Instrument Totals	
Check Total	41,257.73
Transfer Total	91,480.25
Total Payments	132,737.98

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
106639	3M	SIGN MATERIAL	PV	70093	001	09101	11/21/2013	SS41267	1,524.57
	3M P O BOX 844127 DALLAS TX 75284-4127			Summary Total					1,524.57
				Payment Amount					1,524.57
100012	ACE SOLID WASTE INC	CITY RECYCLE CONTRACT DEC 13	PV	70046	001	09604	12/1/2013	0010959818	24,228.35
	ACE SOLID WASTE INC 6601 MCKINLEY STREET NW RAMSEY MN 55303			Summary Total					24,228.35
				Payment Amount					24,228.35
100017	AIRGAS NORTH CENTRAL	MISC GASES	PV	69995	001	09101	10/31/2013	9914016543	25.81
	AIRGAS NORTH CENTRAL PO BOX 802588 CHICAGO IL 60680-2588			Summary Total					25.81
				Payment Amount					25.81
106641	AMERICAN PRESSURE INC	PARTS FOR PRESSURE WASHER	PV	70047	001	09101	11/27/2013	75361	301.17
	AMERICAN PRESSURE INC			Summary Total					301.17
	3810 W BROADWAY	PARTS FOR PRESSURE WASHER	PV	70048	001	09101	11/26/2013	75350	71.02
	ROBBINSDALE MN 55422			Summary Total					71.02
				Payment Amount					372.19
108664	AMERICAN VENDING INC	COFFEE/FILTERS	PV	69996	001	09101	11/4/2013	7634	145.17
	AMERICAN VENDING INC 10787 93RD AVENUE N MAPLE GROVE MN 55369			Summary Total					145.17
				Payment Amount					145.17
100026	ANDERSON IRRIGATION	RE:RIVERDALE PARK IRRIG	PV	70094	001	09101	11/13/2013	07-4723	106.22
	ANDERSON IRRIGATION			Summary Total					106.22
	3200 MAIN STREET NE SUITE 240	RE:SUNWOOD DR	PV	70095	001	09101	11/13/2013	07-4722	230.00
	MINNEAPOLIS MN 55448			Summary Total					230.00

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					336.22
100948	ANOKA COUNTY LICENSE CENTER	TABS FOR 352	PV	70049	001	09101	11/26/2013	112613	43.00
	ANOKA COUNTY LICENSE CENTER			Summary Total					43.00
				Payment Amount					43.00
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	OCT 13 BILLING	PV	70096	001	09101	11/1/2013	534 OCT 2013	92.00
	ANOKA COUNTY PROPERTY RECORDS TAXATION	OCT 13 BILLING	PV	70096	002	09101	11/1/2013	534 OCT 2013	46.00
	2100 - 3RD AVENUE ANOKA MN 55303			Summary Total					138.00
				Payment Amount					138.00
100046	ANOKA COUNTY SHERIFF'S OFFICE	FIRST AID CLASS-C. KREYER	PV	69997	001	09101	11/6/2013	111213	60.00
	ANOKA COUNTY SHERIFF'S OFFICE 13301 HANSON BLVD NW ANDOVER MN 55304			Summary Total					60.00
				Payment Amount					60.00
100058	ANOKA RAMSEY FARM AND GARDEN	MISC SUPPLIES	PV	69998	001	09101	11/13/2013	111313	53.43
	ANOKA RAMSEY FARM AND GARDEN 7435 HIGHWAY 10 RAMSEY MN 55303			Summary Total					53.43
				Payment Amount					53.43
113929	BAGNE, JAMES	MEALS FOR TRAINING	PV	70050	001	09101	11/21/2013	112113	29.94
	JAMES BAGNE 6410 164TH LANE NW RAMSEY MN 55303			Summary Total					29.94
				Payment Amount					29.94
113027	BLUE CROSS BLUE SHIELD-EAP	EAP NOV 2013	PV	70051	001	09101	11/22/2013	2834793	61.25
	BLUE CROSS BLUE SHIELD- EAP ATTEN: DEBRA MORSE M 104			Summary Total					61.25

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	P O BOX 64560 ST PAUL MN 55164								
				Payment Amount					61.25
106687	BLUML, BRAD	PARTS FOR RANGE TRAILER	PV	69999	001	09101	11/22/2013	112213	225.60
	BRAD BLUML			Summary Total					225.60
	9411 INVERNESS LANE NW	REIMB. SP OLYMPICS	PV	70000	001	09101	11/22/2013	112213A	89.00
	RAMSEY MN 55303			Summary Total					89.00
				Payment Amount					314.60
100647	BOLTON AND MENK, INC	RE: ARMSTRONG TRAIL	PV	70097	001	09805	11/19/2013	0161689	1,373.50
	BOLTON AND MENK, INC 1960 PREMIER DRIVE MANKATO MN 56001-5900			Summary Total					1,373.50
				Payment Amount					1,373.50
100095	BRIGGS AND MORGAN PA INC	COR-RAMSEY OCT 13	PV	70001	001	09295	11/20/2013	531174	934.52
	BRIGGS AND MORGAN			Summary Total					934.52
	P O BOX 64591	COR THREE OCT 2013	PV	70002	001	09499	11/20/2013	531175	52.50
	ST PAUL MN 55164-0591			Summary Total					52.50
		COR TWO OCT 13	PV	70003	001	09468	11/20/2013	531177	5,489.20
				Summary Total					5,489.20
				Payment Amount					6,476.22
106670	CENTRAL POWER DISTRIBUTORS INC	INJECTOR HOSE	PV	70052	001	09101	11/27/2013	461311	3.74
	CENTRAL POWER DISTRIBUTORS INC 3801 THURSTON AVENUE ANOKA MN 55303			Summary Total					3.74
				Payment Amount					3.74
111496	CENTRAL TURF AND IRRIGATION SUPPLY	MISC PARTS	PV	70004	001	09101	11/13/2013	6035536-00	60.60
	CENTRAL TURF AND IRRIGATION SUPPLY 8 WILLIAMS STREET ELMSFORD NY 10523			Summary Total					60.60
				Payment Amount					60.60

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100111	COMMERCIAL ASPHALT COMPANY	ASPHALT	PV	70005	001	09101	11/15/2013	131115	294.45
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480				Summary Total				294.45
					Payment Amount				294.45
100116	CONNEXUS ENERGY	STREET LIGHTS	PV	70098	001	09603	11/21/2013	759126-303101NOV13	10,082.62
	CONNEXUS ENERGY				Summary Total				10,082.62
	PO BOX 1808	PW MISC ACCOUNTS	PV	70099	001	09101	11/21/2013	759126-303106 NOV 13	491.74
	MINNEAPOLIS MN 55480-1808	PW MISC ACCOUNTS	PV	70099	002	09101	11/21/2013	759126-303106 NOV 13	163.91
		PW MISC ACCOUNTS	PV	70099	003	09101	11/21/2013	759126-303106 NOV 13	163.91
		PW MISC ACCOUNTS	PV	70099	004	09101	11/21/2013	759126-303106 NOV 13	163.92
		PW MISC ACCOUNTS	PV	70099	005	09101	11/21/2013	759126-303106 NOV 13	1,137.10
					Summary Total				2,120.58
		TRAFFIC LIGHTS	PV	70100	001	09101	11/21/2013	759126-303100 NOV 13	459.48
					Summary Total				459.48
					Payment Amount				12,662.68
100125	COUNTRYSIDE PRINTING INC	BUS CARDS T. LAFRANCE	PV	70006	001	09101	11/20/2013	32060	52.37
	COUNTRYSIDE PRINTING				Summary Total				52.37
	6250 BUNKER LAKE BLVD NW	SALES TAX POST CARDS	PV	70053	001	09101	11/21/2013	32061	172.86
	SUITE 113				Summary Total				172.86
	RAMSEY MN 55303	BUS CARDS-T. GLADHILL	PV	70054	001	09101	11/25/2013	32065	52.37
					Summary Total				52.37
					Payment Amount				277.60
107603	DAHLBERG, NICHOLAS	PARTS FOR RANGE TRAILER	PV	70007	001	09101	11/20/2013	112013	31.33
	NICHOLAS DAHLBERG				Summary Total				31.33

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

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	18788 IMAN STREET NW	REIMB SP OLYMPICS CONF	PV	70008	001	09101	11/20/2013	112013A	34.71
	NOWTHEN MN 55303				Summary Total				34.71
					Payment Amount				66.04
103642	DAVE'S CUSTOM DIGGING	PUMPED 3 TANKS-CENTRAL PRK	PV	70101	001	09101	11/8/2013	110813	705.00
	DAVE'S CUSTOM DIGGING 16341 NW JARVIS ST ELK RIVER MN 55330				Summary Total				705.00
					Payment Amount				705.00
100158	ECM PUBLISHERS INC	ELMCREST BUILDING	PV	70009	001	09101	11/1/2013	42872	184.50
	ECM PUBLISHERS INC				Summary Total				184.50
	4095 COON RAPIDS BLVD	ORD-13-20	PV	70055	001	09101	11/15/2013	47385	82.00
	COON RAPIDS MN 55433				Summary Total				82.00
		ORD 13-19	PV	70056	001	09101	11/15/2013	47386	82.00
					Summary Total				82.00
		PROPOSED RATES/FEES 2014	PV	70057	001	09101	11/15/2013	47384	41.00
					Summary Total				41.00
		ORD 13-24	PV	70058	001	09101	11/15/2013	47387	76.88
					Summary Total				76.88
					Payment Amount				466.38
100835	EDAM	MEMBERSHIP- T. LAFRANCE	PV	70059	001	09230	11/26/2013	112613	250.00
	ECONOMIC DEVELOPMENT ASSOC OF MINNESOTA 1000 WESTGATE DRIVE SUITE 252 ST PAUL MN 55114				Summary Total				250.00
					Payment Amount				250.00
104267	ELITE SANITATION	PORTABLE TOILETS	PV	70102	001	09101	10/31/2013	21577	304.45
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330				Summary Total				304.45
					Payment Amount				304.45
113118	FABYANSKE,WESTRA,HART	RE: MCDONALDS OCT 13	PV	70010	001	09468	10/25/2013	119630	185.00

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	AND THOMSON, PA								
	FABYANSKE,WESTRA,HART AND THOMSON, PA 800 LASALLE AVENUE SUITE 1900 MINNEAPOLIS MN 55402			Summary Total					185.00
				Payment Amount					185.00
113321	FACTORY MOTOR PARTS	RETURN BATTERY	PD	70060	001	09101	11/14/2013	1-4317740	148.29-
	FACTORY MOTOR PARTS 3731 THURSTON AVENUE ANOKA MN 55303			Summary Total					148.29-
		BRAKES 318	PV	70061	001	09101	11/25/2013	6-1346279	160.25
				Summary Total					160.25
		FUEL FILTER 640/ SPLASH WASH	PV	70062	001	09101	11/20/2013	6-1345914	23.82
		FUEL FILTER 640/ SPLASH WASH	PV	70062	002	09101	11/20/2013	6-1345914	20.40
				Summary Total					44.22
				Payment Amount					56.18
107099	FASTENAL	MISC PARTS	PV	70012	001	09101	11/18/2013	MNTC8104303	18.91
	FASTENAL COMPANY P O BOX 978 WINONA MN 55987			Summary Total					18.91
		MISC PARTS	PV	70013	001	09101	11/18/2013	MNTC8104304	75.69
				Summary Total					75.69
				Payment Amount					94.60
107737	FINANCE AND COMMERCE INC	AD FOR BID-ELMCREST PRK	PV	70063	001	09805	11/8/2013	741247704	152.48
	FINANCE AND COMMERCE INC 730 2ND AVENUE S SUITE 100 MINNEAPOLIS MN 55402-2418			Summary Total					152.48
				Payment Amount					152.48
107101	FIRE LOSS MANAGEMENT LLC	REVIEW- CULLINAN RIGGING	PV	70014	001	09101	10/4/2013	100413	150.00
	FIRE LOSS MANAGEMENT LLC 678 PINEWOOD DRIVE SHOREVIEW MN 55126			Summary Total					150.00
				Payment Amount					150.00
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	70015	001	09101	11/20/2013	1006821821	94.00
	G AND K SERVICES INC	UNIFORM CLEANING	PV	70015	002	09101	11/20/2013	1006821821	10.00

R04570

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	PO BOX 1450-NW 7536	UNIFORM CLEANING	PV	70015	003	09101	11/20/2013	1006821821	76.77
	MINNEAPOLIS MN	UNIFORM CLEANING	PV	70015	004	09101	11/20/2013	1006821821	76.77
	55485-7536								
				Summary Total					257.54
		UNIFORM CLEANING	PV	70103	001	09101	11/27/2013	1006833095	94.00
		UNIFORM CLEANING	PV	70103	002	09101	11/27/2013	1006833095	10.00
		UNIFORM CLEANING	PV	70103	003	09101	11/27/2013	1006833095	131.02
		UNIFORM CLEANING	PV	70103	004	09101	11/27/2013	1006833095	131.02
				Summary Total					366.04
				Payment Amount					623.58
100650	GRAINGER	SNOW PUSHERS	PV	70104	001	09101	11/27/2013	9306594491	94.52
	GRAINGER INC			Summary Total					94.52
	DEPT. 806511127								
	PALATINE IL 60038-0001								
				Payment Amount					94.52
109910	GREAT NORTHERN LANDSCAPE INC	IRRIGATION AT LONG ISLAND	PV	70016	001	09101	11/12/2013	9648	1,815.00
	GREAT NORTHERN LANDSCAPE INC			Summary Total					1,815.00
	19720 IGUANA STREET NW								
	ELK RIVER MN 55330								
				Payment Amount					1,815.00
110568	GREEN VALLEY GREENHOUSE	CITY HALL DECORATIONS	PV	70105	001	09101	11/27/2013	220078	508.99
	GREEN VALLEY GREENHOUSE			Summary Total					508.99
	6530 GREEN VALLEY ROAD								
	RAMSEY MN 55303								
				Payment Amount					508.99
112154	HOPE HAVEN INC	PAINTED LATHS	PV	70017	001	09101	11/15/2013	15162	1,083.56
	HOPE HAVEN INC			Summary Total					1,083.56
	P O BOX 70								
	ROCK VALLEY IA 51247								
				Payment Amount					1,083.56
106324	INSPECTRON INC	OCT 2013 BILLING	PV	70018	001	09101	11/15/2013	111513	4,800.00
	INSPECTRON INC			Summary Total					4,800.00
	CODE COMPLIANCE INSPECTIONS								

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

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	15120 CHIPPENDALE AVE SUITE 104 ROSEMOUNT MN 55068								
				Payment Amount					4,800.00
107539	LANDSCAPE ARCHITECTURE INC	RE: MISS RIVER SIGNAGE	PV	70106	001	09101	11/18/2013	111813	500.00
	LANDSCAPE ARCHITECTURE INC 856 RAYMOND AVENUE SUITE C ST PAUL MN 55114			Summary Total					500.00
				Payment Amount					500.00
100258	LEAGUE OF MINNESOTA CITIES	J. JOHNS LEADERSHIP CONF.	PV	70019	001	09101	11/13/2013	193003	315.00
	LEAGUE OF MN CITIES FINANCE DEPT 145 UNIVERSITY AVE WEST ST PAUL MN 55103-2044			Summary Total					315.00
				Payment Amount					315.00
102751	LINO LAKES POLICE DEPT	J. BONINE-AM SOVEREIGN CITIZEN	PV	70020	001	09101	11/14/2013	111413	20.00
	LINO LAKES POLICE DEPT 640 TOWN CENTER PARKWAY LINO LAKES MN 55014			Summary Total					20.00
				Payment Amount					20.00
102954	LITTLE FALLS MACHINE INC	MISC PARTS	PV	70011	001	09101	11/13/2013	00052184	1,796.96
	LITTLE FALLS MACHINE INC 300 LINDBERGH DRIVE SOUTH LITTLE FALLS MN 56345-1598			Summary Total					1,796.96
				Payment Amount					1,796.96
100266	LOGIS	OCT 13 BILLING	PV	70064	001	09101	10/31/2013	37501	10,391.00
	LOGIS			Summary Total					10,391.00
	5750 DULUTH STREET	EXEC-LTO/ADMIN CHRG	PV	70065	001	09101	10/31/2013	37548	273.32
	GOLDEN VALLEY MN 55422-4036			Summary Total					273.32
		NETWORK	PV	70066	001	09101	10/31/2013	37576	792.00
				Summary Total					792.00

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

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					11,456.32
100289	METRO SALES INC	COPIER AUG-NOV 2013	PV	70021	001	09101	11/11/2013	563454	999.84
	METRO SALES INC 1620 EAST 78TH STEET MINNEAPOLIS MN 55423			Summary Total					999.84
				Payment Amount					999.84
106555	MINNEAPOLIS, CITY OF	OCT 13 TRANSACTIONS	PV	70022	001	09101	11/8/2013	400413004355	128.70
	MINNEAPOLIS FINANCE DEPT P O BOX 77038 MINNEAPOLIS MN 55480-7738			Summary Total					128.70
				Payment Amount					128.70
100328	MN DEPT OF HEALTH WATER	BILL OCT 13-DEC 13	PV	70067	001	09601	12/4/2013	120413	6,260.00
	MN DEPT OF HEALTH DRINKING WATER PROTECTION SECTION P O BOX 64494 ST PAUL MN 55164-0494			Summary Total					6,260.00
				Payment Amount					6,260.00
113909	MOBILE VEHICLE INTEGRATION	WORK ON SQUADS 321 AND 332	PV	70023	001	09101	11/15/2013	131113	340.00
	MOBILE VEHICLE INTEGRATION	WORK ON SQUADS 321 AND 332	PV	70023	002	09101	11/15/2013	131113	175.00
	835 XENIA AVENUE NW			Summary Total					515.00
	ELK RIVER MN 55330	WORK ON 333	PV	70024	001	09101	11/12/2013	131109	1,575.00
		WORK ON 333	PV	70024	002	09101	11/12/2013	131109	1,953.10
				Summary Total					3,528.10
				Payment Amount					4,043.10
100345	NAPA AUTO PARTS ELK RIVER	CONNECTORS	PV	70068	001	09101	11/18/2013	710768	21.35
	NAPA AUTO PARTS ELK RIVER			Summary Total					21.35
	17137 YALE STREET NW	MISC PARTS	PV	70069	001	09101	11/18/2013	710789	14.43
	P O BOX 1041 ELK RIVER MN 55330			Summary Total					14.43
				Payment Amount					35.78

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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
113815	NEOPOST USA	DEC 13-MAR-14	PV	70070	001	09101	11/20/2013	51103394	105.81
	NEOPOST USA 25880 NETWORK PLACE CHICAGO IL 60673-1258						Summary Total		105.81
							Payment Amount		105.81
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	70025	001	09101	11/18/2013	165183	284.64
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433						Summary Total		284.64
		MISC SUPPLIES	PV	70107	001	09101	11/21/2013	165271	19.89
							Summary Total		19.89
							Payment Amount		304.53
108137	NORTHERN STAR JUVENILE DIVERSION	JANUARY 1- DECEMBER 31, 2013	PV	70026	001	09270	11/11/2013	111113	5,000.00
	NORTHERN STAR JUVENILE DIVERSION ATTENTION: COLLEEN BRAZIER 393 MARSHALL AVENUE ST PAUL MN 55102						Summary Total		5,000.00
							Payment Amount		5,000.00
113444	PRECISE	EQUIPMENT FOR AUL	PV	70027	001	09101	11/8/2013	200-1000652	499.27
	PRECISE 501 EAST CLIFF ROAD SIUTE 100 BURNSVILLE MN 55337						Summary Total		499.27
		NOV 2013	PV	70108	001	09101	11/20/2013	200-1000737	144.51
							Summary Total		144.51
							Payment Amount		643.78
113932	PREFERRED UNDERGROUND INC	REPAIR WALK PATH-RIVERDALE	PV	70109	001	09805	11/12/2013	008398	275.00
	PREFERRED UNDERGROUND INC 14400 121ST AVENUE N DAYTON MN 55327						Summary Total		275.00
							Payment Amount		275.00
100403	QUICKSILVER EXPRESS COURIER	DEL. TO OPUS 21	PV	70071	001	09601	11/15/2013	6487243	81.80
	QUICKSILVER EXPRESS COURIER						Summary Total		81.80

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

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	PO BOX 64417 ST PAUL MN 55164-0417								
				Payment Amount					81.80
110330	RESHETAR SYSTEM INC	VETERANS DR-SIDEWALK REPAIR	PV	70072	001	09101	10/23/2013	13-15311	1,243.00
	RESHETAR SYSTEM INC 730 BUNKER LAKE BLVD ANOKA MN 55303			Summary Total					1,243.00
				Payment Amount					1,243.00
107880	RICK JOHNSON DEER AND BEAVER INC	DEC 2013 5 DEER CALLS	PV	70110	001	09101	12/1/2013	120113	450.00
	RICK JOHNSON DEER AND BEAVER INC 18595 XENOLITH STREET NW BURNS TOWNSHIP MN 55303			Summary Total					450.00
				Payment Amount					450.00
100431	SAFETY KLEEN CORPORATION	RECYCLE OIL	PV	70028	001	09101	11/3/2013	930355911	101.00
	SAFETY KLEEN CORPORATION			Summary Total					101.00
	PO BOX 382066	RECYCLE OIL	PV	70029	001	09101	11/8/2013	930399937	101.00
	PITTSBURGH PA 15250-8066			Summary Total					101.00
				Payment Amount					202.00
100433	SALVERDA AND ASSOC, DONALD	TRAINING-T. GLADHILL	PV	70073	001	09101	11/22/2013	112213	600.00
	DONALD SALVERDA AND ASSOC 2233 HAMLINE AVE N SUITE 620 ROSEVILLE MN 55113			Summary Total					600.00
				Payment Amount					600.00
107711	SCHINDLER ELEVATOR	DEC 2013- FEB 2014	PV	70111	001	09240	12/1/2013	8103611880	1,133.82
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050			Summary Total					1,133.82
				Payment Amount					1,133.82
100854	ST PAUL, CITY OF	ASPHALT	PV	70030	001	09101	11/15/2013	129919	137.13

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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	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	CITY OF ST PAUL 15 W KELLOGG BLVD 700 CITY HALL ST PAUL MN 55102			Summary Total					137.13
				Payment Amount					137.13
100461	STAR TRIBUNE	52 WEEKS ADMIN	PV	70074	001	09101	12/3/2013	3309913-2014	286.00
	STAR TRIBUNE			Summary Total					286.00
	P O BOX 790445	52 WEEKS PD	PV	70075	001	09101	11/24/2013	7805754 2014	286.00
	ST LOUIS MO 63179-0445			Summary Total					286.00
				Payment Amount					572.00
100469	STREICHER'S POLICE EQUIPMENT	PD MISC ITEMS	PV	70031	001	09101	11/15/2013	I1056804	648.20
	STREICHER'S POLICE EQUIPMENT LB# 7873 P O BOX 9438 MINNEAPOLIS MN 55440-9438			Summary Total					648.20
				Payment Amount					648.20
113665	STUDIO 55 ARCHITECTS LLP	RE: ELMCREST PARK	PV	70032	001	09805	11/11/2013	5	15,747.80
	STUDIO 55 ARCHITECTS LLP 10700 HIGHWAY 55 SUITE 317 PLYMOUTH MN 55441			Summary Total					15,747.80
				Payment Amount					15,747.80
109273	TACTICAL SOLUTIONS	CERT RADAR UNIT	PV	70033	001	09101	11/15/2013	4134	31.00
	TACTICAL SOLUTIONS 9322 MAGGIE LANE SAVAGE MN 55378			Summary Total					31.00
				Payment Amount					31.00
110871	TBEI, INC	CABLE	PV	70034	001	09101	11/14/2013	LC00020901	51.30
	CRYSTEEL MANUFACTURING			Summary Total					51.30
	P O BOX 76154	CABLE	PV	70112	001	09101	11/20/2013	LC00021000	323.83
	CLEVELAND OH 44101-4755			Summary Total					323.83
				Payment Amount					375.13

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100485	TIMESAVER OFF SITE SECRETARIAL INC	NOV 13 MEETINGS	PV	70035	001	09101	11/14/2013	M20161	595.30
	TIMESAVER OFF SITE SECRETARIAL INC				Summary Total				595.30
	1056 JACKSON STREET S	NOV 2013 MTGS	PV	70076	001	09101	11/26/2013	M20194	717.15
	SHAKOPEE MN 55379-2077				Summary Total				717.15
					Payment Amount				1,312.45
105706	TINKLENBERG GROUP INC	NOV 2013 BILLING	PV	70077	001	09400	12/2/2013	1901	1,968.58
	THE TINKLENBERG GROUP INC 11234 FOREST COURT NE BLAINE MN 55449-5920				Summary Total				1,968.58
					Payment Amount				1,968.58
112079	TOKLE INSPECTIONS INC	OCT 2013 BILLING	PV	70078	001	09101	12/3/2013	120313	3,370.12
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448				Summary Total				3,370.12
					Payment Amount				3,370.12
112024	TOWMASTER	WORK ON 680	PV	70036	001	09101	11/13/2013	353397	566.44
	TOWMASTER 61381 US HWY 12 LITCHFIELD MN 55355				Summary Total				566.44
					Payment Amount				566.44
112721	W W GOETSCH ASSOCIATES INC	LIFT STAT 2,3 & 7	PV	70038	001	09602	10/24/2013	B91574	3,490.46
	W W GOETSCH ASSOCIATES INC 5250 WEST 74TH STREET MINNEAPOLIS MN 55439-2226				Summary Total				3,490.46
					Payment Amount				3,490.46
100529	WENDELL'S INC	NAME BADGE-T/ LAFRANCE	PV	70079	001	09101	11/20/2013	1839107	5.58
	WENDELL'S INC 6601 BUNKER LAKE BLVD PO BOX 458 RAMSEY MN 55303-0458				Summary Total				5.58

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CITY OF RAMSEY

Create Payment Control Groups

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

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					5.58
100539	WRIGHT TIRE SERVICE INC	PD TIRES	PV	70037	001	09101	11/18/2013	4322	4,326.36
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303								
				Summary Total					4,326.36
				Payment Amount					4,326.36
				Total Amount to be Processed					127,983.79
				Total Number of Payments to be Processed					70

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

RESOLUTION #13-12-221

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF NOVEMBER 22, 2013 THROUGH DECEMBER 5, 2013.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of November 22, 2013, through December 5, 2013, in the amount of $390,063.62; and

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

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

1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period November 22, 2013, through December 5, 2013, in the amount of $ 390,063.62.

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

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

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 10th day of December 2013.

_____
Mayor

ATTEST:

_____
City Clerk

Our Mission: To work together to responsibly grow our community, and to provie quality, cost-effective, an efficient government services

CC Regular Session
Meeting Date: 12/10/2013
By: Diana Lund, Finance

Information

Title:
Adopt Resolution #13-12-216 Decertifying Tax Increment Financing District #2

Purpose/Background:
Purpose: The City Council needs to formally adopt a resolution when a tax increment financing district decertifies and forward a copy of the resolution to Anoka County.

Tax Increment Financing (TIF) District #2 (also known as the Gateway District) was a redevelopment district created in 1986. The term of TIF District #2 officially expires on December 31, 2013. The City Council is required to formally decertify the TIF district and return any excess tax increment to the County in accordance with Minnesota Statute, Section 469.176, subdivision 2.

The city will not be returning any funds to Anoka County for redistribution, as all funds were spent according to the TIF #2 budget (as outlined in the plan modification of the budget adopted November 26, 2013).

Notification:
A copy of the resolution will be forwarded to Anoka County when completed.

Observations/Alternatives:
There are no alternatives. The city is required by statute to formally decertify a TIF district when the district comes to the end of its required decertification date.

Funding Source:
Not Applicable.

Recommendation:
Staff recommends Adopting the Resolution Decertifying Tax Increment Financing District #2.

Action:
Adopt Resolution #13-12-216 Decertifying Tax Increment Financing District #2 and Returning Excess Tax Increments to Other Taxing Jurisdictions (if applicable).

Attachments

Res Decertifying TIF No 2

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/04/2013 11:37 AM
Form Started By: Diana Lund		Started On: 12/02/2013 09:52 AM
Final Approval Date: 12/04/2013		

CITY OF RAMSEY
COUNTY OF ANOKA
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Ramsey, Anoka County, Minnesota, was duly called and held at the City Hall on the 10th day of December, 2013, at 7:00 p.m.

The following members were present:

And the following were absent:

Councilmember introduced the following resolution, the reading of which was dispensed with by unanimous consent, and moved its adoption:

RESOLUTION #13-12-216

DECERTIFYING TAX INCREMENT FINANCING DISTRICT NO. 2 AND RETURNING EXCESS TAX INCREMENTS TO OTHER TAXING JURISDICTIONS

WHEREAS, the city of Ramsey (the "City") has heretofore created Tax Increment Financing District No. 2 (the "Tax Increment District"); and

WHEREAS, the developments to be undertaken within the Tax Increment District as set forth in the tax increment financing plans have been completed and the final tax increment payment has been made or decertification of the Tax Increment District is required pursuant to law.

NOW, THEREFORE, BE IT RESOLVED by the City Council (the "Council") of the City of Ramsey, Minnesota (the "City") as follows:

1. The City Council hereby finds, declares and determines to decertify Tax Increment Financing District No. 2 effective as of December 31, 2013

2. Any tax increments collected from Tax Increment Financing District No. 2 shall be returned to the County Auditor of Anoka County for distribution to the affected tax jurisdictions in accordance with Minnesota Statutes, Section 469.176, subdivision 2.

3. The City Administrator is hereby directed to send a copy of this resolution to the County Auditor of Anoka County and to take all other steps which are necessary to

decertify Tax Increment Financing District No. 2, and to distribute the tax increments to the County.

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:

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted by the City Council of the City of Ramsey, Minnesota on December 10, 2013.

_____
Mayor

ATTEST:

_____
Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

I, the undersigned, being the duly qualified and acting Administrator of the City of Ramsey, Minnesota, DO HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a meeting of the City Council of the City of Ramsey, Minnesota, duly called and held, as such minutes relate to the decertification of Tax Increment Financing District No. 10.

Dated: December 10, 2013

_____
Administrator

Our Mission: To work together to responsibly grow our community, and to provie quality, cost-effective, an efficient government services

CC Regular Session

Meeting Date: 12/10/2013

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

Adopt Resolution #13-12-228 Approving the Terms and Condition of Sale for Outlot A Ramsey Town Center 3rd Addition; and, Approve a Quit Claim Deed for Outlot A Ramsey Town Center 3rd Addition

Purpose/Background:

Purpose of case:

The purpose of this case is to legally convey a City owned outlot located in the RAMSEY TOWN CENTER 3RD ADDITION PLAT to Northstar Marketplace Station, LLC.

NOTE: This action will be conducted by means of a resolution and quit claim deed.

Background:

The subject property is known as: OUTLOT A RAMSEY TOWN CENTER 3RD ADDITION, ANOKA, MINNESOTA ("Subject Property"). The Subject Property is .11 acres in size and is located at the former intersection Armstrong Boulevard and Sunwood Drive. The City was originally dedicated the Subject Property for the purpose of monument signage (when the Coborn's retail node was originally developed).

As the Council well knows, Sunwood Drive was realigned 500' to north in 2012 in preparation for the future Armstrong interchange. As a result, the Subject Property no longer held value for the City (as originally anticipated). Additionally, as part of the negotiation process for a public easements with the former owner of the Coborn's retail node (Sophia Ramsey), it was agreed the Subject property would be exchanged for dedication of new easements to the City (as a result of the 2012 Sunwood Drive realignment project).

Important Note:

The conveyance of the Subject Property did already occur in late 2012 by the City. However, a new/updated PLAT still needed to be recorded by Sophia Ramsey in order to finalize the transaction. As the Council knows, Sophia Ramsey recently sold their property to Northstar Marketplace Station, LLC (a new owner). As a result, the documents approved by the City in late 2012 are now void (because a new PLAT was never recorded). Therefore, the purpose of this case is simply house keeping--the City is updating the legal name on both documents conveying the Subject Property to Northstar Marketplace Station, LLC (rather than the previous property owner--Sophia Ramsey).

Notification:

NA

Observations/Alternatives:

NA

Funding Source:

NA

Recommendation:

NA

Action:

Motion to ADOPT RESOLUTION 13-12-228 APPROVING THE TERMS AND CONDITION OF SALE FOR OUTLOT A RAMSEY. TOWN CENTER 3RD ADDITION

and

Motion to APPROVE A QUIT CLAIM DEED FOR OUTLOT A RAMSEY TOWN CENTER 3RD ADDITION.

Attachments

Res 13 12 228

Quite Claim Deed

Original Resolution (2012)

Original Ordinance Surplus Land (2012)
Site Location Map
Proposed Plat

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/05/2013 08:13 AM
Form Started By: Patrick Brama		Started On: 12/04/2013 03:34 PM
Final Approval Date: 12/05/2013		

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

RESOLUTION #13-12-228

APPROVING THE TERMS AND CONDITION OF SALE FOR OUTLOT A RAMSEY. TOWN CENTER 3RD ADDITION, ANOKA COUNTY, MINNESOTA

WHEREAS, the City is the fee owner of Outlot A, RAMSEY TOWN CENTER 3RD ADDITION, Anoka County, Minnesota, together with that portion of vacated Sunwood Drive accruing thereto ("OLA"); and

WHEREAS, the City by its ordinance #12-13 has authorized the sale of OLA; and

WHEREAS, said Ordinance #12-13 required that the City establish by resolution the consideration and terms upon which OLA may be sold; and

WHEREAS, the City Council has determine that the sale is necessary to facilitate the proper planning and use of said property and adjacent properties and specifically to accommodate the plat of COR TWO and the future plat of COR TWO NORTHSTAR; and

WHEREAS, in the planning process and platting of COR TWO, property owner Sophia Ramsey, LLC a Minnesota limited liability company and its successor in title, Northstar Marketplace Station, LLC lost direct access between the adjacent property formerly owned by Sophia Ramsey, LLC and now owned by its successor in title Northstar Marketplace Station, LLC and Sunwood Drive, which benefited the City by facilitating the platting of the COR TWO property; and

WHEREAS, when Sophia Ramsey, LLC's successor in title Northstar Marketplace Station, LLC records the plat of COR TWO NORTHSTAR it will dedicate a public drainage and utility easement over all of OLA; and

WHEREAS, the City finds that the loss of an access by Sophia Ramsey, LLC and its successor in title Northstar Marketplace Station, LLC in order to facilitate the platting of COR TWO and Northstar Marketplace Station, LLC's agreement to record the plat of COR TWO NORTHSTAR and thereby dedicate a public drainage and utility easement over all of said OLA is sufficient consideration for the City's conveyance (sale) of OLA to Sophia Ramsey, LLC's successor in title, Northstar Marketplace Station, LLC.

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

1) Fee title to Outlot A, RAMSEY TOWN CENTER 3RD ADDITION, Anoka County, Minnesota, together with that portion of vacated Sunwood Drive accruing thereto, may be conveyed (sold) to Northstar Marketplace Station, LLC immediately with the consideration being that Northstar Marketplace Station, LLC's predecessor in title, Sophia Ramsey, LLC has previously agreed with the City that the City was not obligated to compensate Sophia Ramsey, LLC for the loss of its access point as a result of the COR TWO plat and that Northstar Marketplace Station, LLC has agreed to record the plat of COR TWO

NORTHSTAR and thereby dedicate a public drainage and utility easement over all of Outlot A, RAMSEY TOWN CENTER 3RD ADDITION, Anoka County, Minnesota, together with that portion of vacated Sunwood Drive accruing thereto.

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 10th day of December, 2013.

_____
Mayor

ATTEST:

_____City Clerk

CERTIFICATION

State of Minnesota)

County of Anoka)

City of Ramsey)

I hereby certify that the foregoing Ramsey City Council Resolution #_____ is a true and correct copy of the Resolution adopted by the City Council of the City of Ramsey at a meeting thereof held in the City of Ramsey, Minnesota, on the __ day of December, as disclosed by the records of said City in my possession.

Dated this the _____ day of December 2013.

_____
City Clerk

(CITY SEAL)

The foregoing instrument was acknowledged before me this ___ day of December, 2013, by Jo Ann M. Thieling, City Clerk for the City of Ramsey, Minnesota.

_____
Signature of Notary

(Top 3 inches reserved for recording data)

QUIT CLAIM DEED
Business Entity to Business Entity

Minnesota Uniform Conveyancing Blanks
Form 10.3.5 (2010)

DEED TAX DUE: $ 1.65 DATE: _____
(month/day/year)

FOR VALUABLE CONSIDERATION, City of Ramsey
(insert name of Grantor)
a municipal corporation under the laws of the State of Minnesota ("**Grantor**"),

hereby conveys and quitclaims to Northstar Marketplace Station, LLC
(insert name of Grantee)
a limited liability company under the laws of the State of Delaware ("**Grantee**"),

real property in Anoka County, Minnesota, legally described as follows:

Outlot A, RAMSEY TOWN CENTER 3RD ADDITION, together with that portion of vacated Sunwood Drive accruing thereto

Check here if all or part of the described real property is Registered (Torrens) ☒

together with all hereditaments and appurtenances belonging thereto.

Consideration for this conveyance is less than $500.

Check applicable box:

☐ The Seller certifies that the Seller does not know of any wells on the described real property.

☐ A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: [redacted].)

☐ I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

CITY OF RAMSEY
(*name of Grantor*)

By: _____
(*signature*)

Its: Mayor
(type of authority)

By: _____
(*signature*)

Its: City Administrator
(*type of authority*)

State of Minnesota, County of _____

This instrument was acknowledged before me on _____, by Bob Ramsey
(month/day/year) *(name of authorized signer)*
_____ as Mayor
(type of authority)
and by Kurtis Ulrich
(name of authorized signer)
as City Administrator of City of Ramsey.
(type of authority) *(name of Grantor)*

(Seal, if any)

_____
(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
(insert name and address)

Briggs and Morgan, P.A. (TLB)
2200 IDS Center
80 South Eighth Street
Minneapolis, MN 55402-2157

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:
(insert name and address of Grantee to whom tax statements should be sent)

#4

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

RESOLUTION #12-10-154

APPROVING THE TERMS AND CONDITION OF SALE FOR OUTLOT A RAMSEY TOWN CENTER 3RD ADDITION, ANOKA COUNTY, MINNESOTA

WHEREAS, the City is the fee owner of Outlot A Ramsey Town Center 3rd Addition, Anoka County, Minnesota ("OLA"); and

WHEREAS, the City by its ordinance #12-13 has authorized the sale of OLA; and

WHEREAS, said Ordinance #12-13 required that the City establish by resolution the consideration and terms upon which OLA may be sold; and

WHEREAS, the City Council has determined that the sale is necessary to facilitate the proper planning and use of said property and adjacent properties and specifically to accommodate the future plat of COR Two; and

WHEREAS, in the planning process and platting of COR Two, property owner Sophia Ramsey, LLC a Minnesota limited liability company will lose an access to its adjacent property, which benefits the City by facilitating the platting of the COR Two plat; and

WHEREAS, the majority of the land comprising the COR Two plat is owned by the City; and

WHEREAS, the City finds that the loss of an access by Sophia Ramsey, LLC in order to facilitate the platting of COR Two is sufficient consideration for the conveyance (sale) of OLA to said Sophia Ramsey, LLC.

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

1) Fee title to Outlot A, Ramsey Town Center 3rd Addition may be conveyed (sold) to Sophia Ramsey, LLC immediately with the consideration being that the City is not obligated to compensate Sophia Ramsey, LLC for the loss of its access point as a result of the COR Two plat.

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

Mayor Ramsey
Councilmember Backous
Councilmember Elvig
Councilmember McGlone

and the following voted against the same:

Councilmember Strommen

and the following abstained:

None

and the following were absent:

Councilmember Tossey
Councilmember Wise

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of October, 2012.

Mayor

ATTEST:

City Clerk

CERTIFICATION

State of Minnesota)
)
County of Anoka)
)
City of Ramsey)

I hereby certify that the foregoing Ramsey City Council Resolution #12-10-154 is a true and correct copy of the Resolution adopted by the City Council of the City of Ramsey at a meeting thereof held in the City of Ramsey, Minnesota, on the 9th day of October 2012, as disclosed by the records of said City in my possession.

Dated this the 30th day of November 2012.

City Clerk

(CITY SEAL)

The foregoing instrument was acknowledged before me this 30th day of November 2012, by Jo Ann M. Thieling City Clerk for the City of Ramsey, Minnesota.

Signature of Notary

PAMELA JOY MILLER
Notary Public
Minnesota
My Commission Expires January 31, 2015

#3

ORDINANCE #12-13

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE AUTHORIZING THE SALE OF CERTAIN CITY OWNED PROPERTY LOCATED IN THE CITY OF RAMSEY.

The City of Ramsey Ordains:

SECTION 1. PURPOSE

It is the purpose of this ordinance to authorize the City to sell certain City owned real property which property the City Council has determined is no longer necessary for the City's purposes. This ordinance is adopted pursuant to and under the authority of Section 12.5 of the City Charter.

SECTION 2. SALE AUTHORIZATION

The City Council hereby authorizes the sale of the following legally described real property owned by the City.

Outlot A, Ramsey Town Center 3rd Addition, Anoka County, Minnesota

SECTION 3. TERMS OF SALE

The City Council shall by a properly enacted resolution determine the consideration and terms upon which the above described property may be sold.

SECTION 4. EFFECTIVE DATE

This Ordinance becomes effective upon its passage and thirty (30) days after its publication according to law, subject to City Charter Provision, Section 5.7.

PASSED by the City Council of the City of Ramsey, Minnesota, the 28th day of August 2012.

Mayor

ATTEST:

City Clerk

Introduction date:	August 13, 2012
Posting dates:	August 13 – 29, 2012
Adoption date:	August 28, 2012
Publication date:	September 14, 2012
Effective date:	October 15, 2012

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)
COUNTY OF ANOKA) SS

ORDINANCE #12-13

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

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SECTION 4. EFFECTIVE DATE

This Ordinance becomes effective upon its passage and thirty (30) days after its publication according to law, subject to City Charter Provision, Section 5.7.

PASSED by the City Council of the City of Ramsey, Minnesota, the 28th day of August 2012.

Bob Ramsey
Mayor
ATTEST:
Jo Ann M. Thieling
City Clerk

Published in Anoka County Union
September 14, 2012

Peter G. Bodley, being duly sworn on oath says that he is the managing editor of the newspaper known as the Anoka County Union, and has full knowledge of the facts which are stated below:

(A) The newspaper has complied with all of the requirements constituting qualifications as a qualified newspaper, as provided by Minnesota Statue 331A.02, 331A.07 and other applicable laws, as ammended.

(B) The printed ORDINANCE 12-13, which is attached was cut from the columns of said newspaper and was printed and published once a week for one week; it was first published on Friday, the 14th day of September, 2012, and was therefore printed and published on every Friday to and including Friday, the 14th day of September, 2012.

Managing Editor

Subscribed and sworn to before me on
this 14th day of September, 2012

Notary Public

TRACY A. PETRO
Notary Public-Minnesota
My Commission Expires Jan 31, 2017

RATE INFORMATION

(1) Lowest classified rate paid by commercial users for comparable space — $ 10.00 (3 line rate)

3146395

CERTIFICATION

State of Minnesota)
)
County of Anoka)
)
City of Ramsey)

I hereby certify that the foregoing ordinance is a true and correct copy of Ordinance #12-13, adopted by the City Council of the City of Ramsey at a meeting thereof held in the City of Ramsey, Minnesota, on the 28th day of August 2012, as disclosed by the records of said City in my possession.

Dated this the 29th day of November 2012.

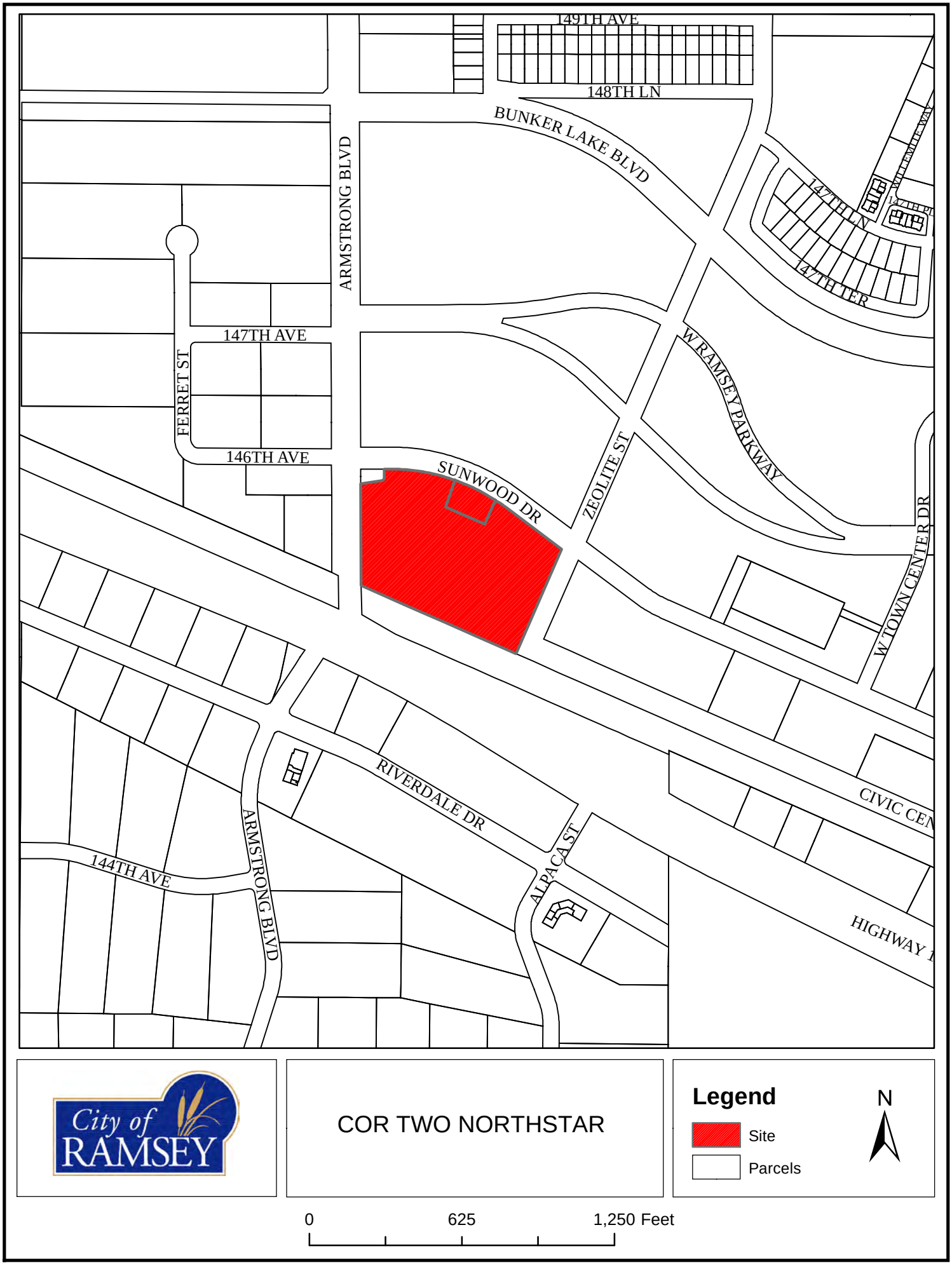
Jo Ann M. Thieling
City Clerk

(CITY SEAL)

The foregoing instrument was acknowledged before me this 29th day of November 2012, by Jo Ann M. Thieling City Clerk for the City of Ramsey, Minnesota.

Pamela Joy Miller
Signature of Notary

PAMELA JOY MILLER
Notary Public
Minnesota
My Commission Expires January 31, 2016


149TH AVE
148TH LN
BUNKER LAKE BLVD
ARMSTRONG BLVD
147TH LN
147TH TER
147TH AVE
FERRET ST
W RAMSEY PARKWAY
146TH AVE
SUNWOOD DR
ZEOLITE ST
W TOWN CENTER DR
RIVERDALE DR
CIVIC CEN
144TH AVE
ARMSTRONG BLVD
ALPACA ST
HIGHWAY 1
City of RAMSEY
COR TWO NORTHSTAR
Legend
Site
Parcels
N
0
625
1,250 Feet

COR TWO NORTHSTAR

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 28, TWP. 32, RNG. 25

KNOW ALL PERSONS BY THESE PRESENTS: That Sophia-Ramsey, LLC, a Minnesota limited liability company, owner of the following described property:

LOT 1 AND 2, BLOCK 1, RAMSEY TOWN CENTER 3RD ADDITION, ANOKA COUNTY, MINNESOTA

AND

OUTLOT A, RAMSEY TOWN CENTER 3RD ADDITION, ANOKA COUNTY, MINNESOTA

AND

THAT PART OF THE SOUTH ONE HALF OF VACATED SUNWOOD DRIVE LYING EAST OF THE EASTERLY RIGHT-OF-WAY LINE OF COUNTY STATE AID HIGHWAY NO. 83, ALSO KNOWN AS ARMSTRONG BOULEVARD, AS SHOWN ON ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 33 AND LYING WEST OF THE WESTERLY RIGHT-OF-WAY LINE OF ZEOLITE ST. NW AS DEDICATED IN THE PLAT OF RAMSEY TOWN CENTER ADDITION.

AND

OUTLOT B AND OUTLOT C, COR TWO, ANOKA COUNTY, MINNESOTA

Have caused the same to be surveyed and platted as COR TWO NORTHSTAR and do hereby dedicate to the public for public use the drainage and utility easements as shown on this plat. Also dedicating to the County of Anoka the right of access onto County State Aid Highway Numbers 83 and 116 as shown on this plat.

In witness whereof said Sophia-Ramsey, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officers this _____ day of _____ , 20_____ .

SOPHIA-RAMSEY, LLC

_____

_____

STATE OF _____
COUNTY OF_____

This instrument was acknowledged before me this _____ day of _____ , 20_____
by _____ , its _____ of Sophia-Ramsey, LLC, a Minnesota limited liability company.

_____
_____
Notary Public,_____County, _____
My Commission Expires_____

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

Dated this _____ day of _____ , 20____ .

_____
Scott C. Trosen
Licensed Land Surveyor
Minnesota License No. 47465

STATE OF MINNESOTA
COUNTY OF HENNEPIN
This instrument was acknowledged before me this _____ day of _____ , 20____ by Scott C. Trosen.

_____
_____
Notary Public,_____County, _____
My Commission Expires_____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA
This plat of COR TWO NORTHSTAR was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this _____day of _____ , 20_____ , and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

_____ _____
Sarah Strommen, Mayor Jo Ann M. Thieling, City Clerk

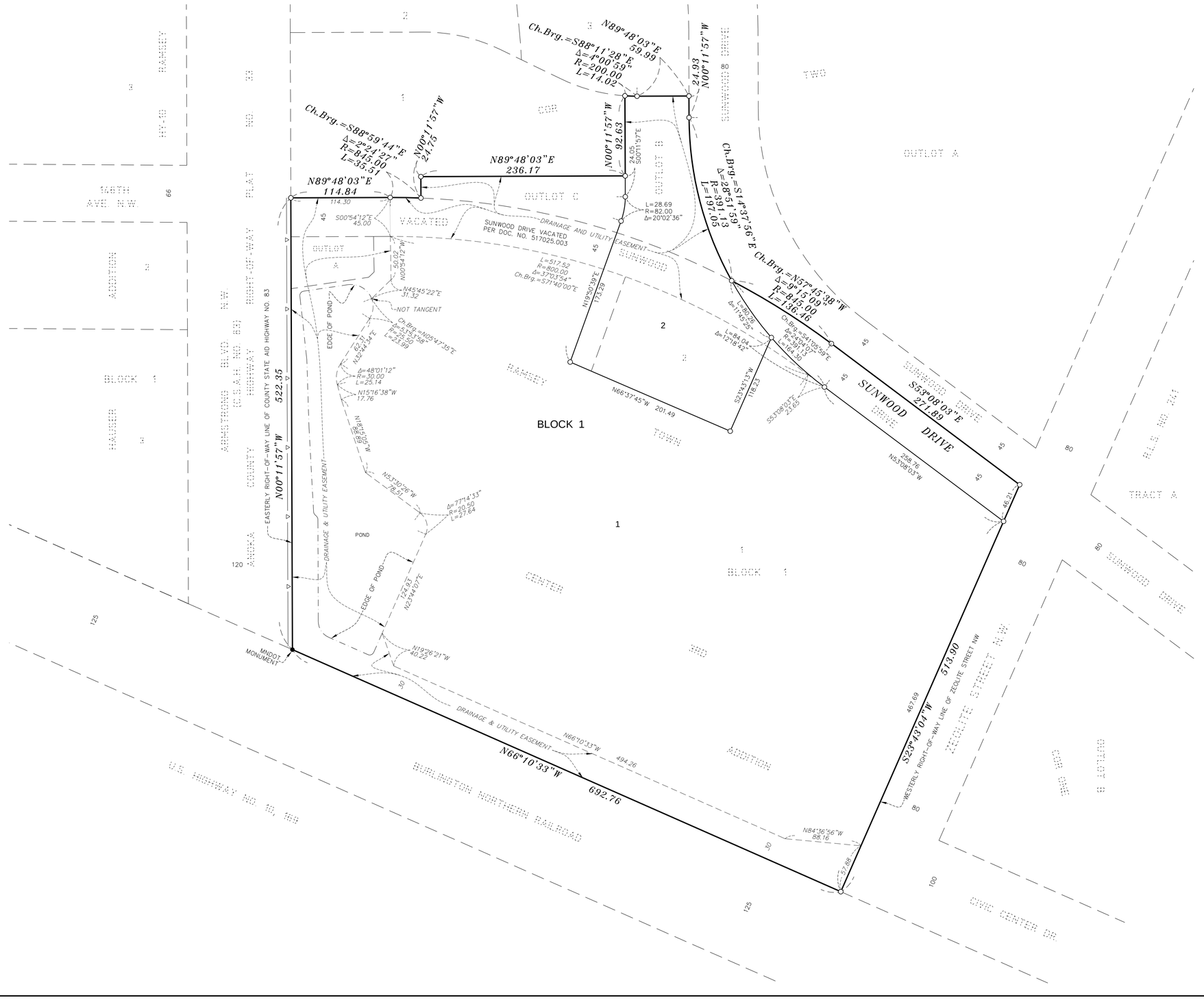
COUNTY SURVEYOR
I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____ , 20_____ .

_____
Larry D. Hoium, Anoka County Surveyor

LAND FORM
From Site to Finish

COR TWO NORTHSTAR

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 28, TWP. 32, RNG. 25



FOR THE PURPOSES OF THIS PLAT, THE WEST LINE OF LOT 1, BLOCK 1, RAMSEY TOWN CENTER THIRD ADDITION IS ASSUMED TO BEAR NORTH 00 DEGREES 11 MINUTES 57 SECOND WEST

- ● DENOTES IRON MONUMENT FOUND
- ○ DENOTES 1/2 INCH BY 14 INCH IRON MONUMENT, SET AND MARKED WITH MINNESOTA LICENSE NO. 47465
- ——△—— DENOTES RIGHT OF ACCESS DEDICATED TO COUNTY OF ANOKA

NORTH

0 60 120

SCALE IN FEET
1 INCH=60 FEET

LANDFORM
From Site to Finish

CC Regular Session

Meeting Date: 12/10/2013

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #13-12-220 to Accept a Patrol Officer's Resignation and to Begin a Recruitment

Purpose/Background:

The purpose of this case is to ask the City Council to accept Patrol Officer Gina Wieler's resignation and to authorize staff to be begin a Patrol Officer recruitment.

As part of the 2014 strategic plan, it was the intent to recruit for one new Patrol Officer in 2014. However, due to the unforeseen vacancy caused by this resignation, staff would like to streamline the process by recruiting for two officers (one replacement and one as planned for in 2014) at the same time. If staff is able to onboard the Patrol Officers in one process it will create multiple efficiencies which the Police Chief will be prepared to discuss in detail at the City Council meeting.

Notification:

The **Evaluation Criteria for Vacant and New Positions** is attached. Please review the document for additional detail.

Observations/Alternatives:

Option #1: Accept Ms. Wieler's resignation and authorize staff to begin a recruitment with the intent to have two new officers hired by March 1, 2014. Pros: This is the best option for the maximum public safety with the most administrative efficiencies. Cons: Causes staff to address this issue sooner than originally planned when considering the May/June timeframe previously discussed to onboard a new officer.

Option #2: Accept Ms. Wieler's resignation and authorize staff to begin a recruitment with the intent to hire one new officer by March 1st and one new officer at a later date. Pros: This option replaces the unexpected vacancy which is necessary. Cons: This option puts a much heavier burden on staff's time and reduces administrative efficiencies.

Option #3 Accept Ms. Wieler's resignation and not authorize staff to recruit for a replacement officer or a new officer. Staff sees no pros this this option except for an immediate monetary savings when considering fixed personnel costs. Cons: Greatly reduced public safety, as well as increased overtime costs and stain on existing officers.

Funding Source:

The funding required for option #1 above, with a March 1, 2014, start date, is $57,173 per officer (total cost - salary and benefits); $114,346 for both officers.

Recommendation:

Staff recommends the City Council authorize staff to accept Ms. Gina Wieler's resignation and to recruit for both officers with an intended start date for both officers being March, 1, 2014.

Action:

Motion to approve resolution #2013-12-220 to accept Ms. Gina Wieler's resignation and to recruit for one replacement officer and one new officer as planned for in the Strategic Plan, with an intended start date for both officers being March, 1, 2014.

Attachments

Justification Form

Res 13 12 220

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/05/2013 03:31 PM
Form Started By: Colleen Lasher		Started On: 12/03/2013 03:52 PM
Final Approval Date: 12/05/2013		

Evaluation Criteria for Vacant and New Positions

1. Is the position essential? *Yes. The police department is an essential function of the City. The police department would operating at the number of officers it had in 2006 if this position is not refilled. This is not a new or additional position, it is a replacement for a recent resignation.*

2. Is the position critical?

   Critical positions are positions that are, for example, one-position job classes or positions with duties that cannot be modified, reassigned or eliminated. Detailed responses to the following questions will be required in determining whether or not a position is "critical" to providing high-quality services to residents, business owners and/or employees:

   - Explain how this position is key to achieving the strategic goals identified by the City Council. *Public safety has been the number one priority of a City. It is the goal and a mandate of the City to provide this service and this must be done by licensed police officers. Citizens expect officers to respond to their needs in a timely manner. A new strategic goal was to get the police department back to the number of officers is had three years ago, not replacing this open slot would put the department two short. Another strategic goal was to reduce response times. This cannot be accomplished with fewer officers.*

   - Can the duties be re-engineered or automated? Please explain. *The position of a police officer must be performed by someone who holds a State of Minnesota issued license. The majority of the duties an officer performs must be completed by a licensed officer, as per Minnesota State Statute.*

   - Can the duties be reassigned temporarily or permanently? Please explain. *No, officers are still needed to respond to calls.*

   - Can the position remain unfilled temporarily or permanently? Please explain. *We currently have four officers assigned to four groups to cover 12 hour shifts and one officer as a relief to help cover shifts. Having another officer missing for an extended period of time will cost the City in overtime to cover the shifts when officers are on vacations, holidays, sick,*

or in training. As stated above we have been forced to adjust minimums. We will have 16 officers assigned to patrol, down from 18.

- Can the position be filled internally? *Possibly. However, if an internal candidate (eligible to be licensed by the State of Minnesota) were hired for the position, that could leave a city vacancy, which may or may not need replacing. (i.e., a volunteer police reserve officer would not have to be replaced.) If a viable internal candidate is not found and external process will need to take place. An internal candidate was selected on the last hire.*

- What is the impact (i.e., to residents, business owners, employees, and/or operations) if the position is not filled? *There are days where there is not a full complement of officers. This causes delays in response times and definitely decreases in general patrol duties, including traffic enforcement and investigation. Citizens would not see a squad driving by their residence as often if there are fewer officers on the department patrolling the neighborhoods and businesses. The number of officers that we currently have meets our adjusted minimum officers needed to cover shifts. Calls for service have slowly increased as has the population. We continue to add businesses to the City. Officers are needed to meet the demand. One of the Council's strategic goals was to reduce response times, this cannot be accomplished with fewer officers.*

- Can the service provided be reduced, eliminated, or contracted out? *No. The City has its own police department and provides that service. Citizens will see an impact if there are fewer officers on duty. Response times increase and service decreases with fewer officers. We would still operate as a department but we have one less officer on the schedule.*

- What is the budgetary impact if the position is not filled (e.g., additional overtime/compensatory time off costs) *There would definitely be more overtime paid out if the officer is not replaced. We are at a minimum amount of officers needed to effectively respond to calls for service as we are staffed today.*

- What are the circumstances that warrant the creation of this new position? *This is not a new position. This is a replacement officer for a recent resignation.*

3. What is the total annual cost of the position (e.g., salary, taxes, benefits, equipment, etc.)?

   The position is budgeted at step 1 and would be a total annual expense of approximately $65,488.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION # 2013-12-220

RESOLUTION TO ACCEPT A PATROL OFFICER'S RESIGNATION AND TO BEGIN A RECRUITMENT

WHEREAS, on November 26, 2013, staff received a letter of resignation from Patrol Officer Gina Wieler; and

WHEREAS, staff recommends accepting Ms. Wieler's resignation; and

WHEREAS, staff recommends beginning a recruitment with the intent to onboard one replacement officer and one new officer, as planned per the 2014 strategic plan, with the intended hire date of March 1, 2014.

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

1) Motion to adopt a resolution to accept Ms. Gina Wieler's resignation and to begin a recruitment with the intent to onboard one replacement officer and one new officer, as planned per the 2014 strategic plan, with the intended hire date of both officers being March 1, 2014.

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 10th day of December 2013

CC Regular Session

Meeting Date: 12/10/2013

By: Colleen Lasher, Administrative Services

Information

Title

Resolution #13-12-229 to Approve the 2014 Non-Union Health Insurance Contributions and Non-Union Cost of Living Adjustments

Purpose/Background:

The purpose of this case is to ask the City Council to authorize non-union employee' wages and non-union health insurance contributions for 2014 as discussed at the November 26, 2013, work-session--where it was the consensus to approve a 2% non-union COLA and City health insurance contributions as proposed in option C of options A,B,C, and D. Both the COLA and health insurance contributions fall within the 2014 budget.

Notification:

The work-session case was quite detailed and was presented as follows:

The purpose of this case is to discuss non-union employee' wages and non-union health insurance contributions for 2014 – and to consider the comparison related to the City's unionized employees.

This work-session case is a follow-up to one that occurred at the July 23, 2013, work-session, "Overview of 2014 Budget Process; as well as the Personnel Committee on October 15, 2013, "Discussion Regarding 2014 Non-union Wages and City Health Insurance Contributions."

As background information, the City employs 69 employees, of which 66 employees are benefit eligible. Of the 66 benefit eligible employees, 25 are non-union and 41 are union. Again, this case is specific to the City's 25 non-union employees and the 2014 budget; however, it is important to note that since the union contracts have been settled through 2014 the decisions made regarding the non-union group will have an impact on the City's internal equity and compensation structure.

Note: The July 23, 2013, work-session minutes and October 15, 2013, Personnel Committee minutes are attached; as well as a summary of the City's wages, health insurance and other related documents.

Note: The position identified in the attached charts as Community Development Director is currently referred to as the Development Services Manager and the City Planner is currently referred to as the Associate Planner/Environmental Coordinator; both positions are slated for reclassification. The position of Assistant to the City Administrator was not listed in the charts due to a lack of comparable data.

<u>Health Insurance</u>

Historically, the City has always offered the same health insurance contributions to all employee groups, union and non-union alike. Staff highly suggests continuing that practice in an effort to maintain internal equity, minimize the complexity of the budget, keep the payroll process streamlined, and to mirror other city's business practices.

As background regarding the City's 2014 premium increases, the premiums were expected to be capped at 10% and the 2014 union contracts were negotiated based on that percentage. However,

staff was aware that there was a chance the increase would be slightly higher due to healthcare reform fees and the unions were given (and have requested) to have a re-opener to negotiate for the added fees, which came in at 3.3% or 13.3% all together.

Staff recommends the City Council consider authorizing the sharing of the premium increases with non-union employees as per one of the attached spreadsheets, limited to the Single, Employee + Spouse, and Employee + Children plans. These spreadsheet options represent the amounts previously negotiated with the unions, or, an option to include a portion of the remaining 3.3 percent that was added to the premiums due to healthcare reform fees. Staff recommends holding the City's contribution on the Family plan at the level that was previously negotiated with the unions in order to reduce costs and work toward more equitable contributions amongst the tiers.

Staff recommends option C. Option C falls within the 2014 preliminary budget while 1) maintaining 100% coverage by the City on the least expensive single premium (consistent past with practice and recommended by the City's benefits broker), and 2) offers $130.00 toward the single VEBA contribution (but not $155 as was the case last year).

Wages

Staff originally accounted for a 2.5% non-union cost-of-living-adjustment (COLA) in the preliminary 2014 budget. A review of market settlements, plus the need to reduce the 2014 preliminary budget, caused the percentage to be reduced to 2%. Concurrently, staff has reviewed the most recent COLA data and found that most City's are coming in at a average COLA of 2%. Staff recommends a 2% COLA be authorized for the non-union employee group.

Market Study

Staff was asked to conduct a non-union market study. A study was completed on every non-union position in the City. The market area included similarly sized cities in the Metro Area, as well as Elk River (which is considered Central MN) and Andover (which is larger in population) but is very close in proximately.

Non-union staff

Staff was asked about the make-up of the non-union group; the following list shows the city's non-union positions and F.L.S.A. status (Fair Labor Standards Act):

	Title	Eligible for Overtime / Covered by the F.L.S.A.
1	City Administrator (KU)	NO
2	Police Chief (JW)	NO
3	Finance Director (DL)	NO
4	Fire Chief (DK)	NO
5	City Engineer (BW)	NO
6	Public Works Superintendent (GR)	NO
7	Economic Development Manager (TL)	NO
8	Parks and Asst PW Superintendent (MR)	NO
9	Police Captain (JK) and (TF)	NO
10	Asst. Finance Officer (DM)	NO
11	Human Resources Manager (CL)	NO
12	Development Services Manager (TG)	NO
13	Building Official (RJ)	NO
14	Assistant to the City Administrator (PB)	NO

15	PW Utilities Supervisor (JN)	YES
16	Civil Engineer (LL)	NO
17	IT Coordinator (JF)	NO
18	Fire Marshall (Vacant)	Yes
19	City Clerk (JT)	Yes
20	Police Dept. Office Supervisor (JW)	Yes
21	Env. Coord/Assoc Planner (CA)	No
22	Parks Leadperson (MB) and (New in 2014)	Yes
23	Accountant I (CN)	Yes
24	Building Maint. Supervisor (DB)	Yes

At the October 15, 2013; Personnel Committee, the minutes reflect that the Committee was concerned about authorizing pay increases for the non-union group; it was stated that the non-union group is among the highest paid employees in the City. There are factors that should be considered with regard to a decision not to authorize a COLA to non-union employees: 1) Most of the above listed non-union positions are not eligible for overtime compensation and work a number of extra hours, including night meetings; 2) Most of the non-union positions require advanced education; 3) Most of the positions are already below the market when comparing 2013 data, and 4) considering that LELS will be getting 2% COLA plus a 2% market adjustment in 2014 and AFSCME will be getting 2% COLA plus 1% market adjustment in 2014, the wage scales show a narrowing margin.

Please see the attached graph documenting the market study.

Timeframe:

A case to authorize the non-union wages and health insurance contributions will be brought forward at the December 10, 2013, regular City Council meeting to be adopted as part of the 2014 budget.

Funding Source:

The funding required for the non-union COLA and health insurance contributions are included in the 2014 preliminary budget and will be covered in detail as they related to the 2014 budget discussion this evening.

Responsible Party(ies):

Colleen Lasher, Human Resources manager

Outcome:

Agreement on a contribution for health insurance for all employees, and a wage adjustment for non-union employees. Discuss market comparisons.

Observations/Alternatives:

Staff recommends moving forward with a 2% COLA and city health insurance contributions as listed in option C of the attached.

Funding Source:

The funding required for the non-union COLA and health insurance contributions are included in the 2014.

Recommendation:

To authorize option C as listed on the attachment for non-union city health insurance contributions and to increase the non-union wage scale by two percent (2%).

Action:

To approve resolution #13-12-229 to approve the 2014 non-union city health insurance contributions and to increase the non-union wage scale by two percent (2%).

Attachments

Res 13 12 229
Charts
112613 CCWS Case

Form Review

Inbox	Reviewed By	Date
Kathy Schmitz	Kathy Schmitz	12/05/2013 10:34 AM
Colleen Lasher (Originator)	Colleen Lasher	12/05/2013 12:16 PM
Kathy Schmitz	Kathy Schmitz	12/05/2013 02:19 PM
Kurt Ulrich	Kurt Ulrich	12/05/2013 03:39 PM
Form Started By: Colleen Lasher		Started On: 12/05/2013 07:41 AM
Final Approval Date: 12/05/2013		

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

RESOLUTION #13-12-229

RESOLUTION TO APPROVE THE 2014 NON-UNION HEALTH INSURANCE CONTRIBUTIONS AND NON-UNION COST OF LIVING ADJUSTMENTS

WHEREAS, Staff recommended authorizing the non-union city health insurance contributions; and

Health Plan Type/Tier (Per Month)	ACCORD Premium	AWARE Premimum	City Contribution to Premium	Employee Cost for Accord Network	Employee Cost for Aware Network	City Contribution to VEBA	Total City Contribution Option C
Single Plans							
BCBS 100% $30.00 co-pay	$972.00	$1,008.50	$517.14	$454.86	$491.36	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$825.00	$855.50	$670.00	$155.00	$185.50	$130.00	$800.00
BCBS $2500 Ded. Plan w/VEBA	$760.00	$788.50	$670.00	$90.00	$118.50	$130.00	$800.00
BCBS $4000 Ded. Plan w/VEBA	$670.00	$695.00	$670.00	0	$25.00	$130.00	$800.00
Employee + Spouse Plans							
BCBS 100% $30.00 co-pay	$2,041.50	$2,118.50	$831.56	$1,209.94	$1,286.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,733.00	$1,797.50	$932.00	$801.00	$865.50	$160.00	$1,092.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,596.50	$1,656.50	$932.00	$664.50	$724.50	$160.00	$1,092.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,408.00	$1,460.50	$932.00	$476.00	$528.50	$160.00	$1,092.00
Employee + Children Plans							
BCBS 100% $30.00 co-pay	$1,945.00	$2,018.00	$831.56	$1,113.44	$1,186.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,649.50	$1,712.00	$1,016.00	$633.50	$696.00	$160.00	$1,176.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,520.00	$1,577.00	$1,016.00	$504.00	$561.00	$160.00	$1,176.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,340.50	$1,391.00	$1,016.00	$324.50	$375.00	$160.00	$1,176.00
Family Plans							
BCBS 100% $30.00 co-pay	$2,529.00	$2,623.50	$831.56	$1,697.44	$1,791.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$2,145.50	$2,225.00	$1,166.00	$979.50	$1,059.00	$192.00	$1,358.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,976.50	$2,051.50	$1,166.00	$810.50	$885.50	$192.00	$1,358.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,743.00	$1,808.50	$1,166.00	$577.00	$642.50	$192.00	$1,358.00
Waivers							
					(Waivers)		$295.00

**The City's 2014 VEBA contribution includes the $4.30 monthly claims fee.

WHEREAS, Staff recommended an to increase the non-union wage scale by two percent (2%)

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

1) Motion to approve resolution # 13-12-229 to authorize the non-union city health insurance contributions and to increase the non-union wage scale by two percent (2%).

Health Plan Type/Tier (Per Month)	ACCORD Premium	AWARE Premimum	City Contribution to Premium	Employee Cost for Accord Network	Employee Cost for Aware Network	City Contribution to VEBA	Total City Contribution Option C
Single Plans							
BCBS 100% $30.00 co-pay	$972.00	$1,008.50	$517.14	$454.86	$491.36	NA	$517.14
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Waivers							
					(Waivers)		$295.00

**The City's 2014 VEBA contribution includes the $4.30 monthly claims fee.

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 10th day of December 2013.

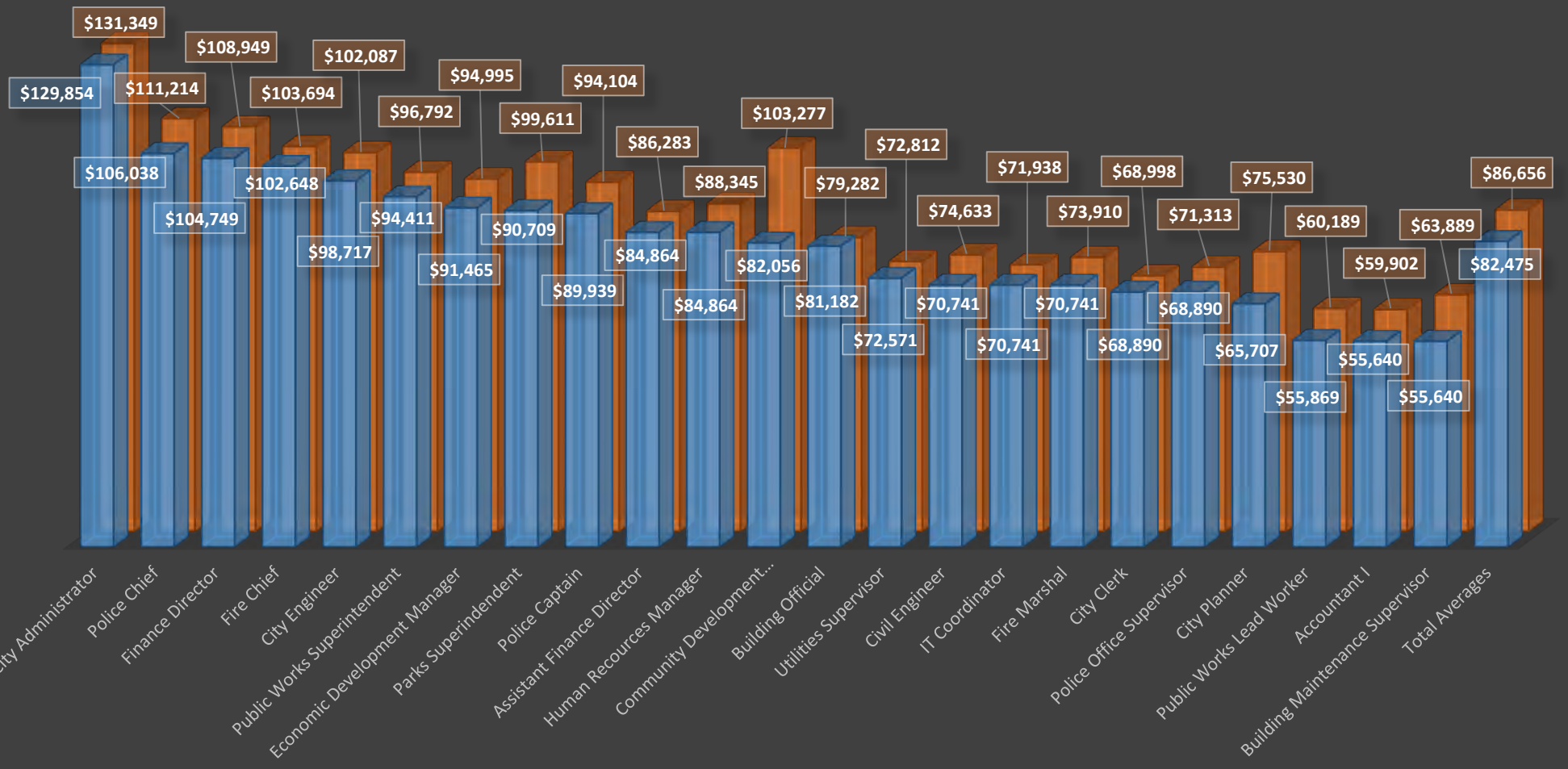
_____
Mayor

ATTEST:

_____
City Clerk

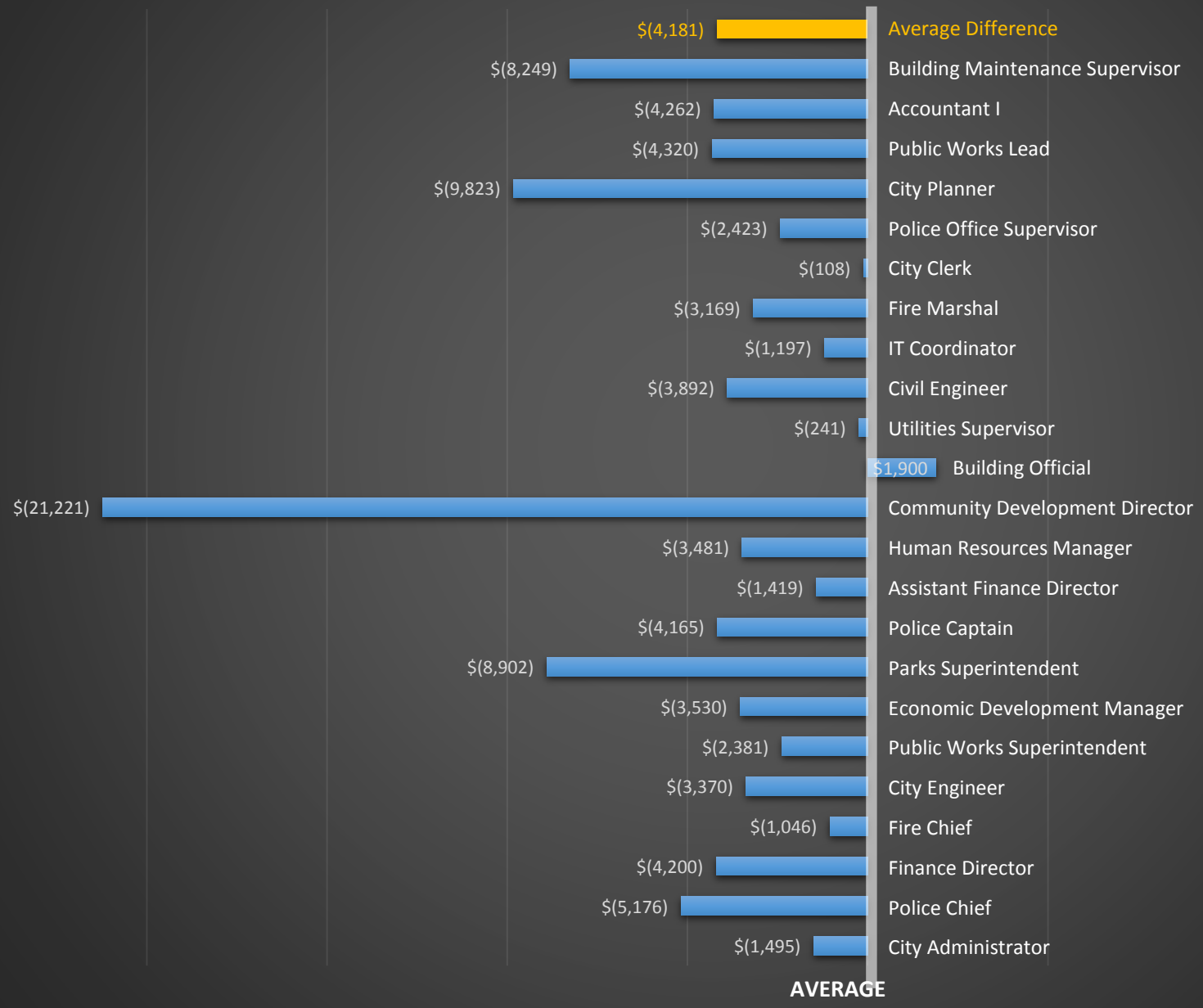
RAMSEY WAGES COMPARED TO METRO

[AVERAGES, HIGHEST STEP, NON-UNION]



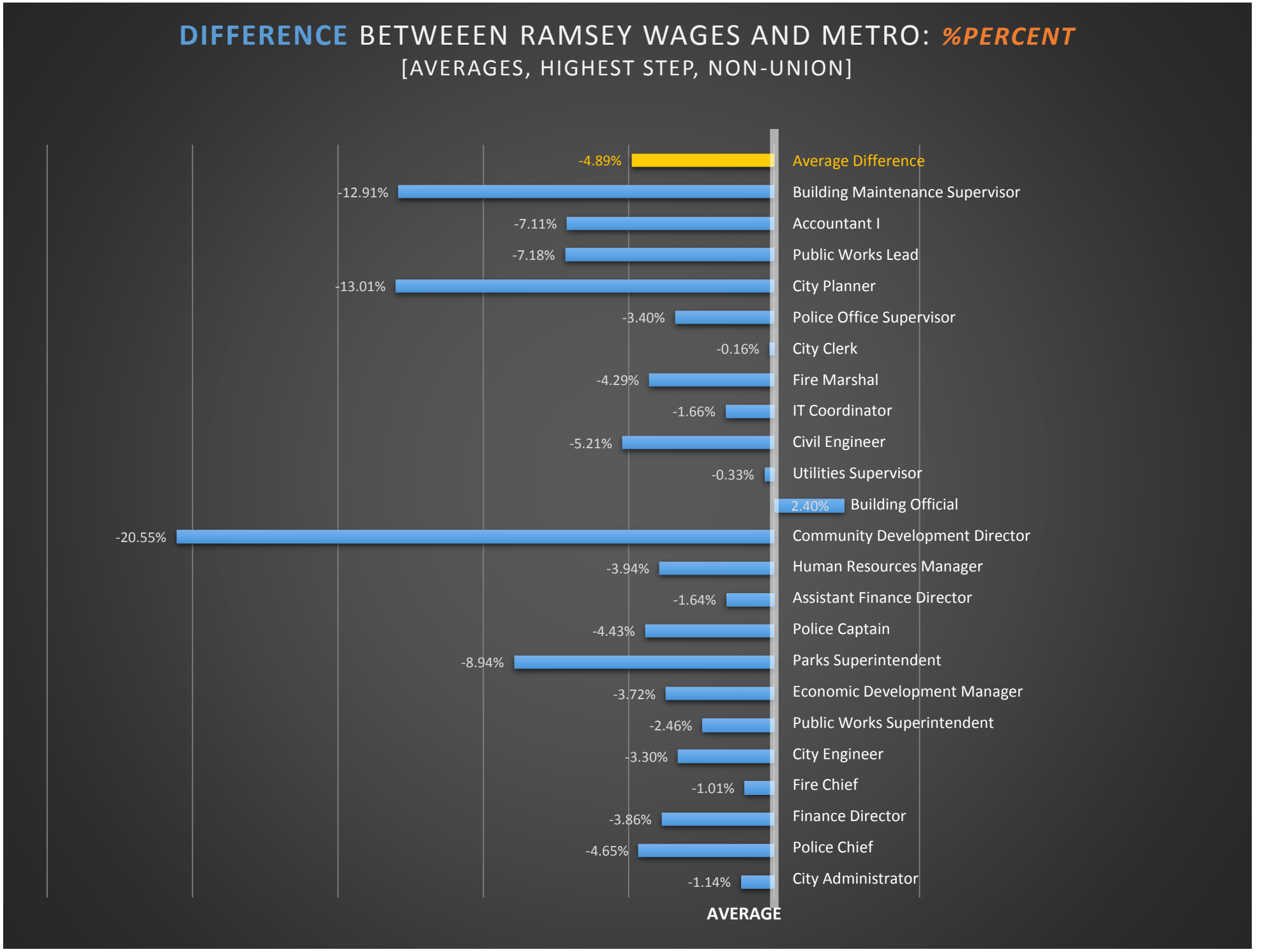
DIFFERENCE BETWEEEN RAMSEY WAGES AND METRO: *$NOMINAL*

[AVERAGES, HIGHEST STEP, NON-UNION]



DIFFERENCE BETWEEEN RAMSEY WAGES AND METRO: %PERCENT

[AVERAGES, HIGHEST STEP, NON-UNION]



DATA SHEET

		Average Maximum Base Salary		Difference (Ramsey - Metro)	
		Ramsey	Metro	Nominal	Percentage
1	City Administrator	$ 129,854	$ 131,349	$ (1,495)	-1.14%
2	Police Chief	$ 106,038	$ 111,214	$ (5,176)	-4.65%
3	Finance Director	$ 104,749	$ 108,949	$ (4,200)	-3.86%
4	Fire Chief	$ 102,648	$ 103,694	$ (1,046)	-1.01%
5	City Engineer	$ 98,717	$ 102,087	$ (3,370)	-3.30%
6	Public Works Superintendent	$ 94,411	$ 96,792	$ (2,381)	-2.46%
7	Economic Development Manager	$ 91,465	$ 94,995	$ (3,530)	-3.72%
8	Parks Superindendent	$ 90,709	$ 99,611	$ (8,902)	-8.94%
9	Police Captain	$ 89,939	$ 94,104	$ (4,165)	-4.43%
10	Assistant Finance Director	$ 84,864	$ 86,283	$ (1,419)	-1.64%
11	Human Recources Manager	$ 84,864	$ 88,345	$ (3,481)	-3.94%
12	Community Development Director	$ 82,056	$ 103,277	$ (21,221)	-20.55%
13	Building Official	$ 81,182	$ 79,282	$ 1,900	2.40%
14	Utilities Supervisor	$ 72,571	$ 72,812	$ (241)	-0.33%
15	Civil Engineer	$ 70,741	$ 74,633	$ (3,892)	-5.21%
16	IT Coordinator	$ 70,741	$ 71,938	$ (1,197)	-1.66%
17	Fire Marshal	$ 70,741	$ 73,910	$ (3,169)	-4.29%
18	City Clerk	$ 68,890	$ 68,998	$ (108)	-0.16%
19	Police Office Supervisor	$ 68,890	$ 71,313	$ (2,423)	-3.40%
20	City Planner	$ 65,707	$ 75,530	$ (9,823)	-13.01%
21	Public Works Lead Worker	$ 55,869	$ 60,189	$ (4,320)	-7.18%
22	Accountant I	$ 55,640	$ 59,902	$ (4,262)	-7.11%
23	Building Maintenance Supervisor	$ 55,640	$ 63,889	$ (8,249)	-12.91%
		Ramsey	Metro	Nominal	Percentage
	Averages	$ 82,475	$ 86,656	$ (4,181)	-4.89%

CC Work Session **2. 2.**

Meeting Date: 11/26/2013

Information

Title:

Discussion Regarding 2014 Non-union Wages and Non-union City Health Insurance Contributions

Purpose/Background:

The purpose of this case is to discuss non-union employee' wages and non-union health insurance contributions for 2014 – and to consider the comparison related to the City's unionized employees.

This work-session case is a follow-up to to one that occurred at the July 23, 2013, work-session, "Overview of 2014 Budget Process; as well as the Personnel Committee on October 15, 2013, "Discussion Regarding 2014 Non-union Wages and City Health Insurance Contributions."

As background information, the City employs 68 employees, of which 65 employees are benefit eligible. Of the 65 benefit eligible employees, 24 are non-union and 44 are union. Again, this case is specific to the City's 24 non-union employees and the 2014 budget; however, it is important to note that since the union contracts have been settled through 2014 the decisions made regarding the non-union group will have an impact on the City's internal equity and compensation structure.

Note: The July 23, 2013, work-session minutes and October 15, 2013, Personnel Committee minutes are are attached; as well as a summary of the City's wages, health insurance and other related documents.

Note: The position identified in the attached charts as Community Development Director is currently referred to as the Development Services Manager and the City Planner is currently referred to as the Associate Planner/Environmental Coordinator; both positions are slated for reclassification. The position of Assistant to the City Administrator was not listed in the charts due to a lack of comparable data.

Health Insurance

Historically, the City has always offered the same health insurance contributions to all employee groups, union and non-union alike. Staff highly suggests continuing that practice in an effort to maintain internal equity, minimize the complexity of the budget, keep the payroll process streamlined, and to mirror other city's business practices.

As background regarding the City's 2014 premium increases, the premiums were expected to be capped at 10% and the 2014 union contracts were negotiated based on that percentage. However, staff was aware that there was a chance the increase would be slightly higher due to healthcare reform fees and the unions were given (and have requested) to have a re-opener to negotiate for the added fees, which came in at 3.3% or 13.3% all together.

Staff recommends the City Council consider authorizing the sharing of the premium increases with non-union employees as per one of the attached spreadsheets, limited to the Single, Employee + Spouse, and Employee + Children plans. These spreadsheet options represent the amounts previously negotiated with the unions, or, an option to include a portion of the remaining 3.3 percent that was added to the premiums due to healthcare reform fees. Staff recommends holding the City's contribution on the Family plan at the level that was previously negotiated with the unions in order to reduce costs and work toward more equitable contributions amongst the tiers.

Staff recommends option C. Option C falls within the 2014 preliminary budget while 1) maintaining 100% coverage by the City on the least expensive single premium (consistent past with practice and recommended by the City's benefits broker), and 2) offers $130.00 toward the single VEBA contribution (but not $155 as was the case last year).

Wages

Staff originally accounted for a 2.5% non-union cost-of-living-adjustment (COLA) in the preliminary 2014 budget. Due to the need to drive down the 2014 preliminary budget the percentage was reduced to 2%. Concurrently, staff has reviewed the most recent COLA data and found that most City's are coming in at a average COLA of 2%. Staff recommends a 2% COLA be authorized for the non-union employee group.

Market Study

Staff was asked to conduct a non-union market study. A study was completed on every non-union position in the City. The market area included similarly sized cities in the Metro Area, as well as Elk River (which is considered Central MN) and Andover (which is larger in population) but is very close in proximately.

Non-union staff

Staff was asked about the make-up of the non-union group; the following list shows the city's non-union positions and F.L.S.A. status (Fair Labor Standards Act):

	Title	Eligible for Overtime / Covered by the F.L.S.A.
1	City Administrator (KU)	NO
2	Police Chief (JW)	NO
3	Finance Director (DL)	NO
4	Fire Chief (DK)	NO
5	City Engineer (BW)	NO
6	Public Works Superintendent (GR)	NO
7	Economic Development Manager (TL)	NO
8	Parks and Asst PW Superintendent (MR)	NO
9	Police Captain (JK) and (TF)	NO
10	Asst. Finance Officer (DM)	NO
11	Human Resources Manager (CL)	NO
12	Development Services Manager (TG)	NO
13	Building Official (RJ)	NO
14	Assistant to the City Administrator (PB)	NO
15	PW Utilities Supervisor (JN)	NO
16	Civil Engineer (LL)	NO
17	IT Coordinator (JF)	NO
18	Fire Marshall (Vacant)	Yes
19	City Clerk (JT)	Yes
20	Police Dept. Office Supervisor (JW)	Yes
21	Env. Coord/Assoc Planner (CA)	No
22	Parks Leadperson (MB) and (New in 2014)	Yes
23	Accountant I (CN)	Yes
24	Building Maint. Supervisor (DB)	Yes

At the October 15, 2013; Personnel Committee, the minutes reflect that the Committee was concerned about authorizing pay increases for the non-union group; it was stated that the non-union group is among the highest paid employees in the City. There are factors that should be considered with regard to a decision not to authorize a COLA to non-union employees: 1) Most of the above listed non-union positions are not eligible for overtime compensation and work a number of extra hours, including night meetings; 2) Most of the non-union positions require advanced education; 3) Most of the positions are already below the market when comparing 2013 data, and 4) considering that LELS will be getting 2% COLA plus a 2% market adjustment in 2014 and AFSCME will be getting 2% COLA plus 1% market adjustment in 2014, the wage scales show a narrowing margin.

Please see the attached graph documenting the market study.

Timeframe:

A case to authorize the non-union wages and health insurance contributions will be brought forward at the December 10, 2013, regular City Council meeting to be adopted as part of the 2014 budget.

Funding Source:

The funding required for the non-union COLA and health insurance contributions are included in the 2014 preliminary budget and will be covered in detail as they related to the 2014 budget discussion this evening.

Responsible Party(ies):

Colleen Lasher, Human Resources manager

Outcome:

Agreement on a contribution for health insurance for all employees, and a wage adjustment for non-union employees. Discuss market comparisons.

Attachments

Wages and Health Ins. Overview
07-23-13 Work-session
PC Minutes 10-15-13
Compensation Seciton of Personnel Policy
Sample Compensaiton Guidelines
HR Wage Tables
2014 Health Contribution Option A B C D

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/21/2013 05:56 PM
Form Started By: Colleen Lasher		Started On: 11/20/2013 06:48 PM
Final Approval Date: 11/21/2013		

Wages / Overview of the City's Cost of Living Adjustments (COLA)

The purpose of the COLA is to ensure that purchasing power is not eroded by inflation. Last year, the City Council was provided with the information listed below. Unfortunately, the 2014 data is not yet available and may not be for some time, pending the end of the government shut-down.

In any event, the Social Security Administration (SSA) provides data as it relates to Social Security Income and COLA calculations. (Based on the percentage increase in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)) The SSA calculated the COLA for 2013 to be 1.7% and the City gave a 1% COLA to all groups in 2013.

Note: This information has been provided as supporting documentation only and does not imply that the City relies on the SSA for budgeting purposes, or otherwise

For information purposes, a brief COLA history is listed below:

- 2013 1% for all employee groups
- 2012 2% for all employee groups, with the exception of Department Heads at 1%
- 2011 Zero % for all employee groups
- 2010 Zero % for all employee groups
- 2003 to 2009 3% each year for all employee groups

For 2014, the City's preliminary budget for non-union employees has budgeted for a 2.5% wage or cost of living adjustment.

Health Insurance / Overview of the City's Health Insurance

January 2014 marks the beginning of the City's third year with Blue Cross and Blue Shield. The City changed health insurance carriers in 2012 from HealthPartners to Blue Cross and Blue Shield as part of the Local Government Information Systems Consortium (LOGIS). The City' benefited by joining the LOGIS group in many ways, but especially through the guarantee of four years of rate caps as follows: 8 1/2% in 2013, 10% in 2014, 11% in 2015, and 12% in 2016. However, as Healthcare Reform has evolved, there have been some added taxes that have passed on to the health plan and consequently the City. As a result, the 10% rate cap increase for 2014 ended up coming in at 13.3%.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, July 23, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Mayor Sarah Strommen Councilmember Mark Kuzma Councilmember John LeTourneau Councilmember Chris Riley Councilmember Jason Tossey
Member Absent:	Councilmember Randy Backous
Also Present:	City Administrator Kurtis Ulrich Finance Director Diana Lund Police Captain Jeff Katers Fire Marshall Matt Kohner Public Works Superintendent Grant Riemer Human Resources Manager Colleen Lasher Development Services Manager Timothy Gladhill City Engineer Bruce Westby City Attorney Joe Langel

Mayor Strommen stated the Finance Committee discussed that there had been just under a 1% decrease in residential home values.

Finance Director Lund completed presentation of the budget information relating to personnel and road reconstruction funding. She indicated the Council will need to focus on road reconstruction funding since the general fund does not have capacity to cover that cost due to levy limits. She stated prior to adoption in September, staff needs to look at balancing the budget to the levy, and the Council needs to consider whether to use Anoka County HRA funds of $220,000, and whether to merge the EDA/HRA account. In addition, staff will prepare a five-year budget projection for the Council's review.

City Administrator Ulrich stated the five-year projection was a request from the Finance Committee to see what is happening to tax revenue and expenditures. On the EDA/HRA, it may not be good year to eliminate the HRA during a year of levy limits but the option is available to utilize Anoka County HRA funding to substitute that levy. Or, the HRA's activity can be scaled back and those duties transferred to the EDA through the HRA levy; however, that may result in concerns with transparency. With regard to funding road reconstruction costs, there has been discussion of a franchise fee and a Council decision needs to be reached in the next month or so in order to have a road reconstruction project in 2014. He stated the assessment option also needs to be considered so if approved, it could go into place in 2014. City Administrator Ulrich stated staff will consider cuts that can be made to reach a balanced budget and that recommendation will be made for the Council's consideration.

Councilmember Riley stated the Finance Committee discussed the Comprehensive Annual Financial Report and staff had a call with S&P who indicated the General Fund reserves are the most important thing they look at. He noted there are two main changes: the difference in funding roads in 2013 (combination of debt savings and one-time monies) versus 2014; and, now we have to pay the debt, making a $600,000 difference. That is the difference between 2013 and 2014.

Finance Director Lund stated there are also personnel changes.

Mayor Strommen noted this presentation has laid out the issues. The Council will be working on the budget over the next few months, receive the five-year projections, and need to make a decision on funding sources for road reconstruction.

City Administrator Ulrich stated he would like to test the assumption if the Council wants to levy to the maximum or if the budget should be scaled back even more, and whether to keep the HRA levy in place or cover that $200,000 with cuts. He asked if there is support to cut back on the levy or staffing to balance the 2014 budget.

Councilmember Tossey stated one TIF district is coming off line and even with a levy increase and lower home values, it will lower the tax capacity, proving TIF is more destructive than good. He asked about the assumption of a 2.5% wage increase for non-union when union got 2%.

Finance Director Lund verified that the unions received the following: AFSCME: 2% January 1 and 1% July 1 and LELS 2% January 1 and 2% July 1st for year 2014.

Finance Director Lund stated this is preliminary for consideration by the Council but the union contracts have been approved and need to stay in the budget.

Councilmember Tossey stated he would support a .5% decrease for non-union employees instead of paying a higher increase than union employees received.

City Administrator Ulrich stated the AFSCME is 2% in January and 1% in July, or 2.5%; and, LELS was 2% January 1st and 2% July 1st which averages 3%.

Councilmember Tossey stated there could be savings by reducing non-union increases. He asked why, in September, the Council debated using Anoka County HRA funds to off-set the Ramsey HRA but there is still not an answer.

Finance Director Lund stated the Council was informed that Anoka County HRA funds could be used but decided to not use it and save it for other housing activity or a project. She indicated Anoka County had approved it, but Ramsey had to submit its budget.

Councilmember Tossey referenced about the comment on the lack of transparency when using HRA funding to pay for certain EDA things, and stated he would argue that franchise fees result in the same, lack of transparency. He felt invoking a franchise fee was an attempt to get around the levy limit.

Councilmember Kuzma stated he would like to talk about bonding for road reconstruction.

Finance Director Lund stated it is too late to bond for projects in 2013 but bonding can be done for 2014 projects. Since it would be a non-qualified bond and the process takes 90 days to complete, she would recommend it be held off to 2014.

Mayor Strommen asked when the Council will receive revised road construction costs so that discussion can be tackled. She noted it is clear the cost for road reconstruction will not fit into the General Fund levy without significant decreases elsewhere. Mayor Strommen stated all agree the roads need to be fixed so the decision is the level of projects, pace of projects, and how they will be funded.

City Engineer Westby stated information on road costs, funding options, and associated timelines will be presented at the August 13, 2013, Work Session.

Finance Director Lund explained how levy limits are determined, noting the limit is 3% of last year's levy amount.

Councilmember Tossey asked how much additional revenue will be received by the TIF #2 District coming off line and asked why that should count towards levy limits since that money could not be accessed last year.

Mayor Strommen stated the City cannot take advantage of that because it is dictated by what had been levied last year.

Councilmember Tossey stated he wants money to go towards roads but he does not support franchise fees.

Mayor Strommen stated Ramsey does not get the choice to use the additional revenue generated by decertification of TIF #2 for road construction due to levy limits.

Finance Director Lund stated another reason levies were put in place is that the state passed a sales tax exemption.

Councilmember Riley stated on the transparency issue, several years ago the EDA/HRA were the same and it was past practice to use one levy one year and the other levy the next year depending on which was the most advantageous. He stated he did not support that practice. Councilmember Riley stated this budget starts with the Strategic Plan and to make changes that can be paid for. He stated the "wish list" needs to be scrutinized first and only items included that can be paid for.

Mayor Strommen stated the personnel changes considered during strategic planning are not enough to offset road costs so that problem still needs to be addressed.

Councilmember Kuzma stated in 2014, $156,000 needs to be cut even if the levy limit is maximized. He stated if the $156,000 is cut, the budget would have $500,000 allocated for roads so maybe only maintenance can be done in 2014 unless information is presented at the next Work Session to resolve that funding issue.

Councilmember Riley stated there is an operating budget and a road funding issue but right now, the $156,000 needs to be cut first and then the Council can tackle the road funding issue. He noted that the City cannot increase taxes to pay for road reconstruction, which frames the Council's discussion.

Mayor Strommen agreed and stated the Council has wrestled with this decision for years and keeps pushing it "down the road" but that decision is needed now because there is a big issue with roads. She stated she is not concerned about cutting $156,000 from the 2014 budget but funding road reconstruction will be a difficult decision. She stated at some point, a Council has to tackle that issue and find funding that is not one-time in nature, perhaps through a phased approach.

City Administrator Ulrich asked if the non-union wage discussion should be referred to the Personnel Committee.

The City Council agreed it should be referred to the Personnel Committee

Human Resources Manager Lasher explained it was a COLA increase on top of the entire scale.

City Administrator Ulrich stated Anoka County HRA had a caveat that it preferred one-time projects and expenditures but there was no clear answer about using Anoka County HRA funds for on-going administrative costs.

Mayor Strommen asked staff to prepare a plan that meets Anoka County's objectives and Ramsey's objectives and budget scenarios addressing both.

Councilmember Tossey asked what COR land sales are dedicated to.

Finance Director Lund stated there are two outstanding MSA bonds, sewer and water internal loans and then it is to go to pay back the HRA for development matters and help fund parks because park improvements cannot be bonded for through TIF.

Councilmember Tossey asked about the status of park funds.

Finance Director Lund stated the Park Fund has a balance of about $2.4 million and that number does not include the cost for Elmcrest Park.

Councilmember Tossey suggested analyzing HRA land to determine if any of that money can be used for road reconstruction, noting the City is land rich but cash poor.

City Administrator Ulrich stated land proceeds have always been something hoped for to fund a lot of things, but the market has not been there and it is an unpredictable funding source.

Councilmember Tossey stated the City does not have an Economic Development Manager but the market is changing and people are interested in buying land. In addition, the Highway 10 project may increase interest in The COR property without spending money on consultants. He noted levy limits may be in place for 2015 but he thinks the way to get revenue for roads is through the levy and not through fees.

Mayor Strommen supported making this decision this year so that decision is not again delayed.

City Administrator Ulrich agreed the interchange project moving forward will result in increasing the value of The COR land.

Councilmember Kuzma raised the option of instituting a franchise fee for a year until land sales increase.

City Administrator Ulrich stated that is an option and has been used previously when the market homestead credit was cut and there were levy limits.

Finance Director Lund stated LGA had also been cut at that time and that franchise fee was instituted for one year but sunset after nine months. She noted that the budget process would be presented at tonight's Council meeting to make the public aware.

3. FUTURE TOPICS FOR DISCUSSION

City Administrator Ulrich reviewed future topics.

Mayor Strommen suggested the Metropolitan Council representative be invited and introduced at a future meeting. She stated the Mississippi River Mayor's Association had a recent conference in St. Cloud, it is free to join, and fits with the Council's Strategic Plan to promote connectivity. In addition, Parks and Assistant Public Works Superintendent Riverblood has indicated it would be in line with the Mississippi River Trail.

The Council supported discussing the Mississippi River Mayor's Association at a future Work Session.

Councilmember Tossey stated he attended Senator Peterson's Town Hall meeting and the Rum River Dam was discussed. He stated there is a movement to get all cities along the Rum River to contribute towards a secondary barrier, as it is a regional issue, instead of only the four cities within the Lower Rum River Watershed Management Organization.

City Administrator Ulrich stated the Housing Assistance Plan will be considered in several weeks. He provided updates on personnel issues.

Mayor Strommen suggested addressing concerns related to investment in abutting properties that will be impacted by the Highway 10 project.

Development Services Manager Gladhill stated the Planning Commission will be discussing that issue in August.

City Administrator Ulrich announced a cyber security session will be offered to Ramsey business owners on September 17, 2013.

4. MAYOR / COUNCIL / STAFF INPUT

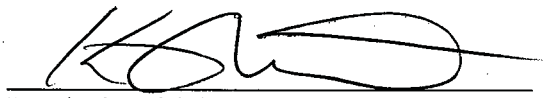
None

5. ADJOURNMENT

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

The Work Session of the City Council was adjourned at 6:33 p.m.

Respectfully submitted,



Kurtis G. Ulrich

City Administrator

ATTEST:

Jo Ann M. Thieling, City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

PERSONNEL COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Personnel Committee conducted a regular meeting on Tuesday, October 15, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jason Tossey
Councilmember Randy Backous
Councilmember Mark Kuzma

Also Present: City Administrator Kurtis Ulrich
Human Resources Manager Colleen Lasher
Fire Chief Dean Kapler
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
City Engineer Bruce Westby
Development Services Manager Timothy Gladhill
Mayor Sarah Strommen (Alternate)
Councilmember Jill Johns
Councilmember John LeTourneau
Councilmember Chris Riley

1. CALL TO ORDER

Chairperson Tossey called the regular meeting of the Personnel Committee to order at 6:27 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to approve the agenda as submitted.

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

4. COMMITTEE BUSINESS

4.01: Discussion Regarding 2014 Non-union Wages and City Health Insurance Contributions

Human Resources Manager Lasher reviewed the staff report, noting the City has 68 employees, of which 65 are benefit eligible. Of those 68, 24 are non-union and 44 are union. The purpose of this case is to discuss non-union employee's wages and health insurance benefits for 2014 and to consider a comparison related to the City's unionized employees. It was noted that since the union contracts have been settled through 2014, the decisions made regarding the non-union group will have an impact on the City's internal equity and compensation structure. She advised that staff has data from about 18% of the reporting metro area cities indicating an average, non-union wage increase of 2.08% for 2014. Human Resources Manager Lasher reviewed terms of the 2014 settled contracts (wages and health insurance) (AFSCME, LELS-Patrol, and LELS-Sergeants). She presented three options for the Committee's consideration and further discussion:

Option #1: Retain the previously budgeted 2.5% increase in order to have flexibility based on the results of further analysis and receipt of additional pending data and to offer the same health insurance benefit to the non-union group as the unionized groups.
Option #2: Option #1 plus direct staff to perform a League of Minnesota Cities wage study for each non-union position in order to gather position specific market data and then use the remaining .5% to increase the position(s) that are too low.
Option #3: Based on discussion.

Human Resources Manager Lasher stated staff recommends Option #1, noting this will allow flexibility and time to learn what the Consumer Price Index and market are doing. She noted that in 2012, Department Heads received a 1% increase and all other staff members received a 2% increase, causing an even greater disparity within the compensation structure and market. It was noted the preliminary 2014 budget has accounted for a 2.5% non-union COLA and health insurance increases. The difference between a 2% increase and a 2.5% increase is about $6,000 per year. She stated there may be an issue coming forward relating to comparable market wages.

Councilmember Backous asked if a League of Minnesota Cities study is done each year and if it has been done for 2014.

Human Resources Manager Lasher stated it is done yearly and already completed for 2013.

Councilmember Backous asked how the City rated and stated his preference to consider what the market bears and compete for talent in that way.

Human Resources Manager Lasher stated the unionized groups are where they need to be. She stated she has analyzed two-thirds of the non-union positions and found the City is at market or below, but none are over market rate.

City Administrator Ulrich stated if the Personnel Committee wants to keep COLA low and distribute funds to address market efficiencies, staff can present that option at a future meeting.

Councilmember Backous stated the market is the City's market and if the City is retaining employees, it is doing a good job. He noted Ramsey is unique and not the same as other cities in all aspects. He stated he has previously done salary surveys and they do identify if there are major discrepancies.

Chairperson Tossey stated he has yet to see an employee leave because of a 1% or 2% discrepancy. He stated the non-union positions are generally the highest paid positions in the City, and he believes this is not the time to consider a raise for the City's highest paid employees. Chairperson Tossey supported taking the time to do a market analysis and then consider adjustments, if justified, on a case-by-case basis.

Councilmember Kuzma asked who is considered non-union.

City Administrator Ulrich stated it is department heads and confidential employees who work with union negotiations such as Human Resources Manager Lasher.

Human Resources Manager Lasher stated, typically staff members who attend Council meetings would be non-union as well as liaisons to Boards and Commissions. She described the positions comprised in the union groups and stated she will provide a list that identifies non-union positions.

Councilmember Kuzma stated support for a comparison study.

City Administrator Ulrich stated if the unions get a percentage and the non-union do not, it will be an issue.

Councilmember Backous stated the union is the union and those contracts were negotiated so he does not find it to be a perception issue.

Chairperson Tossey stated handing out 2.5% increases to the City's highest paid employees while asking residents to pay for roads is the perception issue he is concerned about.

Human Resources Manager Lasher stated it was clear that the Council wanted to focus on retention and higher-level positions are specialized, leading the non-union groups.

Chairperson Tossey reviewed increases made within the Police Department and the issue of whether salaries are equitable, which he is not buying, because the Council takes it up on a case-by-case basis if there is a disparity.

City Administrator Ulrich stated most non-union employees are exempt and do not qualify for overtime and work extra hours. The union settlements were broken down into cost of living and market rate adjustment. He stated staff will do additional research relating to market rates.

Chairperson Tossey asked how many were told they had to leave the union to take a promotion, noting none were forced and did so voluntarily. He did not think it was fair to ask the public for more tax dollars to raise the salaries of the City's highest paid employees unless there is a big disparity

Councilmember Kuzma stated those management positions that are paid higher than union positions include the function of management, and that is where the comparable will come in.

Councilmember Backous stated some private companies have put a moratorium on higher paid positions. He noted other positions have been added to ease the burden and there are other work factors than the pay. Councilmember Backous stated if the City offers market or near market salaries and the employees are happy in their environment, they will stay. He stated the analysis has to compare like positions to like positions and it is the responsibility of the Council to determine the fair market value for each position.

Chairperson Tossey agreed and stated there is a need to compare apples-to-apples and population alone is not an indicator.

Human Resources Manager Lasher stated the League of Minnesota Cities has upgraded its salary survey so there are more factors considered than previously. She stated she will attempt to get the comparison as close to "apples-to-apples" as possible.

It was the consensus of the Personnel Committee to ask staff to complete a wage study and market survey for each non-union position so the City's non-union salaries can be compared with market rates.

4.02: Resolution to Replace the Duties Left Vacant by the Fire Marshal

Human Resources Manager Lasher reviewed the staff report and recommendation to authorize staff to move ahead with recruiting a Deputy Fire Chief posted at the position's full pay scale of $30.14 per hour to $37.67 per hour. The proposed position will provide back up for the Fire Chief, anticipates the need for succession planning, will assist with the on-going fire service consolidation effort, and is meant to ensure exemplary ongoing fire administration for the community. She noted the Fire Marshal's position in 2014 wages was budgeted for $102,988 and anticipated funding for this position is approximately $89,346.

Fire Chief Kapler stated the consolidation effort will take a lot of work and he would like this position to be part of that, which will have a direct reflection on its success. He stated the breakdown into operations and code enforcement at a 60/40 split is not far from where it was before and there is need for flexibility in this job description because he does not see a lot of full-time positions in the future.

Councilmember Backous stated he understands Fire Marshal Kohner's resignation resulted in a big loss. He asked if there were existing long-term employees that could be utilized for operations as a back up and whether the 40% of Code Enforcements/Inspection Services could be contracted.

Fire Chief Kapler stated this will be the #2 position and it is important to recognize that a strong structure is needed. He stated he selected the Deputy Fire Chief title because some duties will go along with that position and put an emphasis that it is the #2 position. He stated the current people work during the day and as a City, the majority of fire calls are also during the day.

Chairperson Tossey asked how many structure fires there were.

Fire Chief Kapler stated last year there were 14-15 structure fires.

Chairperson Tossey stated he has a hard time considering a full-time Deputy Chief position for a City of this size, especially with its economic problems. He felt there was opportunity for a Fire Inspector being a #2 position and was concerned that a Deputy Chief may garner a higher pay. He noted Fire Chief Kapler is very active and attends many meetings, which is great, but some of those commitments could be downsized somewhat.

Councilmember Backous stated he is not saying this is not an important position but agrees there are budget issues and the City is also asking residents to fund a street improvement program. He stated Ramsey is reaching out to other communities for shared fire services, which he supports, but does not know if Ramsey is getting back an adequate amount to cover the costs for the additional tasks. Councilmember Backous stated if there is more burden on City staff and additional costs with shared services that is not reimbursed, he does not want to be part of it. Rather, he supported joined services and cutting costs.

Fire Chief Kapler stated he does not know if a good gauge is the number of structure fires because the Code enforcement and fire prevention results in people not spending money to repair their homes, which is huge. He believed fire prevention should be #1 on the list. He stated administrators are looking at the shared services cost analysis and the effort expended by staff to get it to this point is not being recouped.

Councilmember Backous stated if Ramsey is adding staff to cover the burden for joint fire services then either the other cities need to make enough reimbursement to cover those costs, or Ramsey should get out of it.

Fire Chief Kapler stated a lot of the questions related to costs are included in the consultant's report and it contains good information to determine if shared services is a good idea. He stated after reviewing that study, he thinks there will be an improvement in services and in the long term, reduction in costs.

City Administrator Ulrich stated there was originally five cities considering shared services with Ramsey. Then Oak Grove dropped out so it is now at four cities. He explained there is anticipation that administration costs of the joint venture will be shared, though the exact numbers are not yet known. He stated he and Fire Chief Kapler will work on that organization for shared equipment. City Administrator Ulrich agreed that Ramsey has the highest costs because it has the biggest Department and population to serve and as the model is expanded for shared services, all will contribute toward those costs. He believed there was the option to share

this position in the future but it is critical to hire in the start up phase of shared services, and also addresses succession planning for this larger entity if it comes about, and to have the employee feel comfortable in providing leadership. City Administrator Ulrich stated there are alternatives, such as a lower level position to grow into this position over time but that is not the preference. He explained if there is a new Department in two years, they want an employee with those skills and abilities at this point. He asked if there may be the opportunity to contract out some of the fire inspection work for neighboring communities to recoup some of the costs.

Chairperson Tossey asked if that was done with Fire Marshal Kohner.

Fire Chief Kapler stated the only one contracted out was with Nowthen under that JPA.

Chairperson Tossey stated if not done previously, he does not think it will be done in the future. He stated he attended the consultant presentation and heard about shared services. The consultant said overall, it makes sense to have some shared services in the area of fire prevention and training but not in sharing rigs. Chairperson Tossey stated he has no desire to fill a position that may never come to fruition and would prefer a fire prevention position.

Councilmember Kuzma asked what the difference in salary is between the two positions.

Human Resources Manager Lasher stated the Deputy Fire Marshal range is $30.14 per hour to $37.67 per hour as compared to that of the Fire Marshal range of $27.93 per hour to $34.56 per hour. She stated she read three or four area fire chief's recommendations regarding this position and advised that all recommended asking to hire two people, a Deputy Fire Chief and a Fire Inspector. She noted that Chief Kapler had scaled down the request considerably.

Chairperson Tossey stated he does not support staff's recommendation to hire a Deputy Fire Chief but would be willing to discuss lowering the position classification.

Fire Chief Kapler stated the recommendation he presented was his vision of what is best for the Fire Department. But if this does not have a chance, he absolutely would recommend covering what needs to be covered today. He stated part of his job is to predict the community's future needs (buildings and services) and this is his idea of a snapshot of the future in what the community needs. Fire Chief Kapler stated he does not want to lose services the City is already providing.

Councilmember Backous stated he was going to ask what was the most important in this position, and Fire Chief Kapler had previously mentioned the most important aspect is fire prevention. He asked if that service can be contracted instead of hiring an employee. He stated if the shared services agreement evolves, that position would be an easy one to share and quantify the cost to the communities.

Fire Chief Kapler stated it can be contracted out and the City needs to look at efficiencies. He noted new construction inspections are picking up as well as other administrative functions.

Councilmember Backous asked whether the Fire Department can draw on the talents of current employees to pick up the slack on operational functions. He stated he likes the idea of contracting for fire inspections because then the City can hire to the level needed.

Fire Chief Kapler stated the operational functions occur during the day and the experienced people work during the day so he will have no luck finding a current person to handle operational functions. He stated these functions can occur any day of the week and that is the advantage of a flexible position instead of a contractor that is rigid.

Councilmember Backous asked what the Fire Department can live without, as he would like to find a compromise. He stated this is not a good time to add a $100,000 cost.

Fire Chief Kapler noted this is not a request to add anything, but to replace a full-time position. He stated a Fire Inspector/Building Inspector was brought on and with the activity, went to a Fire Inspector, and then as the employee's abilities grew became a Fire Marshal. The same happened with Mr. Kohner.

Chairperson Tossey stated it would add $15,000 in salary if a Deputy Fire Chief position is hired. He stated he is not comfortable paying the new replacement position more than was received by the person in the position previously. He stated residents spoke last week and told the City to stop spending money. Chairperson Tossey stated he understands the need to fund critical services but he does not want to replace the previous position with someone being paid more. He asked if there was support to restructure this position or bring it before the full Council.

Fire Chief Kapler stated he has heard the comments of the Personnel Committee loud and clear and suggested he and Human Resources Manager Lasher come up with an alternate recommendation.

Councilmember Kuzma asked if this position being on staff affects the insurance rates of the homeowner.

Fire Chief Kapler stated it does but is part of a long and complex formula.

Councilmember Backous stated as an insurance agent, rates are based on having a fire hydrant within 1,000 feet, a Fire Station within so many miles, and the type of structure of the house.

Fire Chief Kapler described the other items that are factored into the formula.

City Administrator Ulrich stated the issue is the ISO rating and described how it is determined.

Councilmember Kuzma stated support for the Fire Chief to consider other alternatives that address the funding concerns.

Councilmember Backous stated he understands the request but in all requests impacting the budget, he wants to hear what is needed, not what is wanted.

Fire Chief Kapler stated he will return with a tiered approach that includes options.

Councilmember Kuzma agreed with the importance of succession planning so the #2 position is ready at the time Fire Chief Kapler retires.

Councilmember Backous stated it may be that another City's Fire Department is training that #2 person who will replace Fire Chief Kapler when he retires.

Chairperson Tossey stated the Council will select the replacement for the Fire Chief, and it may not be the #2 person, and it may be someone from outside of the Department.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to postpone consideration of the recruitment for a Deputy Fire Chief position and ask Fire Chief Kapler and Human Resources Manager Lasher to develop other options that includes a tiered approach.

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

4.03: Resolution to Accept a Paid-on-call Firefighter's Resignation

Human Resources Manager Lasher reviewed the staff report and recommendation to accept the resignation from paid-on-call Firefighter Lance Weatherly as he has moved out of the City. It was noted the Fire Chief is not requesting to fill this position at this time.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to recommend that the City Council confirm the recommendation of the Personnel Committee and accept paid-on-call Firefighter Lance Weatherly's resignation and to recruit for this position at a later date.

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

ADJOURNMENT

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to adjourn the regular meeting of the Personnel Committee.

Motion carried.

The regular meeting of the Personnel Committee adjourned at 7:29 p.m.

Respectfully submitted,

Colleen Lasher
Human Resources Manager

ATTEST:

Jo Ann M. Thieling, City Clerk

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.

SECTION 6 CLASSIFICATION AND COMPENSATION

6.1 General

Employees of the City shall be compensated according to the schedule established by the City Council. Any wage, salary, or other monetary benefit so established is the total remuneration for employment which may be allowed for the conduct of official business,-but shall not be considered as reimbursement for official travel or other expenses. Unless approved by the City Council, no employee shall receive pay from the city in addition to the salary authorized for the position or positions to which the employee has been appointed, or for hours beyond the normal work week without prior approval by the Administrator or designee.

Non-exempt employees who work for a period less than the regularly scheduled work-week will earn wages based on the actual number of hours worked. Regular part-time employees are eligible to earn vacation and sick leave in proportion to that earned by regular full-time employees based on the number of hours worked. Holidays are earned in proportion to those earned by regular full-time employees and are based on work hours budgeted on January 1. Vacation and sick leave, and holidays count toward total budgeted work hours for the year. Temporary employees are not eligible for vacation or sick leave, holiday pay, or health or life insurance.

This employee is eligible to earn vacation and sick leave in proportion to that earned by regular full-time employees based on the number of hours worked. Holidays are earned in proportion to those earned by regular full-time employees and are based on work hours budgeted on January 1. Vacation and sick leave, and holidays count toward total budgeted work hours for the year.

Employees shall be paid biweekly. When a pay day falls on a holiday, employees shall receive their pay the preceding work day.

No employee shall be permitted to receive from any third party payment for services and labor performed while such employee is working regular hours or while working additional overtime hours.

6.2 Classification Plan

The City will establish and maintain a position classification plan for all positions in accordance with federal and state laws. This plan will be reviewed periodically to ensure that responsibility levels and wages are commensurate with the work performed. Position descriptions shall not be used to limit the scope of work, but shall serve as a guide in identifying core functions and qualifications.

Each position description shall contain:

a. Essential duties and responsibilities of the position.
b. Examples of work which are illustrative of the duties of the position.

c. Descriptions of the level of knowledge, skills and abilities necessary to perform the essential duties and responsibilities.
d. Minimum requirements of the position which will include the desired level of education, experience, education and training for recruitment into the position.
e. Working conditions and physical demands of the position.

Purpose

The purpose of the classification plan is to:

a. Establish reasonable compensation relationships between job classifications.
b. Establish qualification standards for recruitment and testing purposes.
c. Provide the appointing authority with means for analyzing work distribution, areas of responsibility, lines of authority, and other relationships between positions.
d. Assist the appointing authority in determining budget requirements.
e. Provide the basis for developing standards of work performance.
f. Indicate training needs
g. Provide uniform titles to positions.

Class

A class shall be comprised of one or more positions that are substantially similar with respect to the type, difficulty, and responsibility of work performed.

Position Specification

The Human Resources Manager, under the direction of the City Administrator, and in conjunction with Department Heads, shall be responsible for establishing and maintaining current position descriptions. The position description shall state the essential duties, responsibilities and qualification requirements which distinguish a given position from other positions. The position description shall describe the typical types of work which may be assigned to a particular position but shall not be construed to restrict the assignment of other duties related to the position.

Administration of the Classification Plan

The classification plan shall be established and maintained through recommendation of the department head and the Human Resources Manager to the City Administrator. The City Administrator may establish a new class, create a new position within a class or reclassify a position upon approval by the City Council.

When a new position is proposed by a department head and the Human Resources Manager, a request for the position along with a description of the duties and responsibilities of the position shall be submitted to the City Administrator. The position shall be analyzed and evaluated based on the duties and responsibilities without regard to the personal characteristics, abilities or

qualifications of the incumbent. The final approval of the classification shall be by the City Council.

Reclassification

When the duties and responsibilities of a position change logically, gradually and significantly, the department head may initiate a request for a change in classification. This request must be submitted in writing to the Human Resources Manager accompanied by an updated position description prepared by the department head. The Human Resources Manager shall submit the request to the City Administrator for review and approval or denial. If the City Administrator denies a request for reclassification, no similar request may be submitted for one year.

Factors that should be considered that could lead to conducting an analysis of existing positions are as follows:

a. Change in the existing organizational or reporting relationship.
b. Significant additions, reductions or changes in the essential functions for which the position is accountable which affect the level of skill, knowledge, responsibility or working conditions of the position.
c. Change in the supervisory functions assigned to the position.
d. Change in the qualifications required of the position.

6.3 Compensation Plan

The City Administrator shall be responsible for presenting to the City Council a pay plan for all classes of positions included in the classification plan. From time to time the position and pay classification plan may be amended by City Council resolution upon receipt of a recommendation from the City Administrator. In making such recommendations, the City Administrator shall give appropriate consideration to the following factors:

a. Maintenance of equitable relationship between classes, based on their relative duties and responsibilities.
b. Indicators, from the appropriate labor market, for comparable work under similar conditions.
c. Current recruitment and retention experience.
d. Comparable worth for all positions within the organization.
e. Ability of the City of Ramsey to fund the position.

Content of Pay Plan

The pay plan presented to the City Council for its approval shall consist of the minimum and maximum rate of pay for each position in the organization. Each position shall be assigned to a pay class and all positions in the pay class shall be compensated according to the established pay range. A pay range will be assigned to each class according to the responsibilities of the position, the duties and pay for other positions, prevailing rates of pay for comparable positions in public

and private employment in the area, fringe benefits received by employees, the financial policy of the City, federal and state statutes and other pertinent economic factors.

Pay Plan Administration

The City Administrator shall be responsible for administering the Pay Plan according to this section.

Beginning Salary Rate – The beginning rate for a new employee will be the minimum rate in the established class for his or her position classification. In unusual situations, the Employer, at its sole discretion, may approve a pay rate above the minimum rate to:

a. mitigate recruiting obstacles
b. hire a person with superior qualifications
c. correct salary inequities
d. give credit for prior service

Method of Progression - After appointment or promotion and pending satisfactory performance, an employee shall be eligible for advancement through his/her respective salary range as specified in the collective bargaining agreement or as authorized by the City Council.

Market Adjustment Pay – Occasionally positions within the City may fall behind in pay with regard to the market value. When this becomes apparent, the Human Resources Manager will make a recommendation for the appropriate salary adjustment to the City Administrator. Upon approval by the City Council, the employee in said position will receive a salary range adjustment. The employee will retain her/his original anniversary date for the purposes of step increases and performance evaluations.

Annual Review, Amendments and Modification

At least once each year prior to the beginning of the following fiscal year, the City Council shall review the pay plan, make desired changes and approve all pay ranges for the following year. However, the City Council may modify any or all of the pay ranges or grades as set forth in their plan at any time. The City Council may also set an effective date(s) for the pay plan. All pay ranges and grades, including longevity and or performance increases, shall be construed as policy declarations and not binding permanent contractual obligations between the City and its employees. Any amendment to the pay plan shall be based on changes in the responsibility or the duties of the position, recruiting experience, rates of pay and benefits in the public and private sector, the City's financial status, general economic conditions, federal or state law, including the Minnesota Pay Equity law, or other pertinent factors warranting such action.

Personnel Policies and Union Contracts

An employee included in a collective bargaining agreement entered into according to the Public Employment Labor Relations Act, as per state law, is exempt from any provision of this policy that is inconsistent with such agreement.

6.4 Payroll Deductions

Certain deductions from your earnings, such as federal and state income taxes and social security taxes, are required by law. These deductions will be identified on your check stub. The amount of these required deductions may change since they are affected by changes in the amount earned, and in the case of income tax, they are affected by changes in your number of dependents. Monies earned during a two (2) week pay period, cannot be divided into two payroll checks. The tax law states that all monies earned or paid during any given week must be taxed accordingly.

6.5 Lunch Periods and Breaks

When working under conditions where a break period is practicable, all hourly employees are entitled to two (2) 15 minute breaks with pay per eight (8) hour shift at times designated by the supervisor. Most employees also receive a thirty (30) minute lunch period during each eight hour work day. With the exception of patrol officers, employees are not compensated during the lunch period.

6.6 Overtime/Compensatory Time Off

Overtime for non-exempt, non-union employees

Non-exempt, non-union employees will be paid overtime compensation for all hours worked in excess of forty (40) hours per work week at a rate of one and one-half times the regular rate of pay. Paid holidays, vacation leave, and sick leave are considered time worked for the purposes of calculating overtime hours.

Overtime pay will not be paid for time not worked. Exempt employees, as defined by the Fair Labor Standards Act, are not entitled to overtime pay.

Compensatory time off for non-exempt, non-union employees

Non-exempt, non-union employees will be allowed to take compensatory time off in lieu of receiving over time compensation. Compensatory time off is computed at a rate of one and one-half times the hours worked in excess of the forty (40) hour work week. Accrued compensatory time off shall not exceed 40 hours at any time. Once an employee has accrued 40 hours of compensatory time off, compensation for additional hours worked must be paid in cash. (Beginning December 31, 2003, the City will cash out compensatory time off balances in excess of 40 hours. Employees who have not reached forty hours of banked compensatory time off must remain at or below forty hours.)

Accrued compensatory time off may be used with prior approval from the employee's Department Head. Upon an employee's separation from the City, there will be a pay-out of accrued and unused compensatory time off at the then current hourly rate of pay.

Exempt employees, as defined by the Fair Labor Standards Act, are not entitled to compensatory time off.

6.7 Severance Pay

Employees shall receive a lump sum payment upon termination of employment with the City of Ramsey based on thirty-three (33) percent of employee's unused, accumulated sick leave after five (5) years of continuous employment. After fifteen (15) years of continuous employment, the employee will receive thirty-five (35) percent of said employee's unused, accumulated sick leave. After twenty (20) years of continuous employment, the employee will receive thirty-seven (37) percent of unused accumulated sick leave. After twenty-five (25) years of continuous employment, the employee will receive forty (40) percent of said employee's unused, accumulated sick leave.

Severance pay shall not be available in any sum to an employee if that employee is discharged for just cause, if an employee voluntarily terminates his or her employment prior to five (5) years of continuous employment service or if the employee voluntarily terminates his or her employment without giving the City of Ramsey fourteen (14) days written notice.

Receipt of severance pay terminates all seniority rights and ends all City of Ramsey's liability with regard to other benefits.

City of Champlin

EMPLOYEE COMPENSATION GUIDELINES

- It is the organization's ultimate objective to compensate employees at a level consistent with 100% of the average maximum for comparable positions in metropolitan area cities (population of 20,000 – 30,000).

- Market data provided in the Minnesota Local Government Salary & Benefits Survey (League of Minnesota Cities and Metro Cities) and DCA Stanton (Group 6) shall serve as the primary benchmarks for compensation data.

- Salaries paid to comparable benchmark positions identified in the private industry may also be a consideration in determining market compensation for Champlin City employees.

- If the City Administrator has determined, after reviewing external market data, that an employee is paid less than the average maximum for comparable positions in the market, the City Council may consider a recommendation for a salary adjustment based on the individual's performance and/or qualifying criteria for the position.

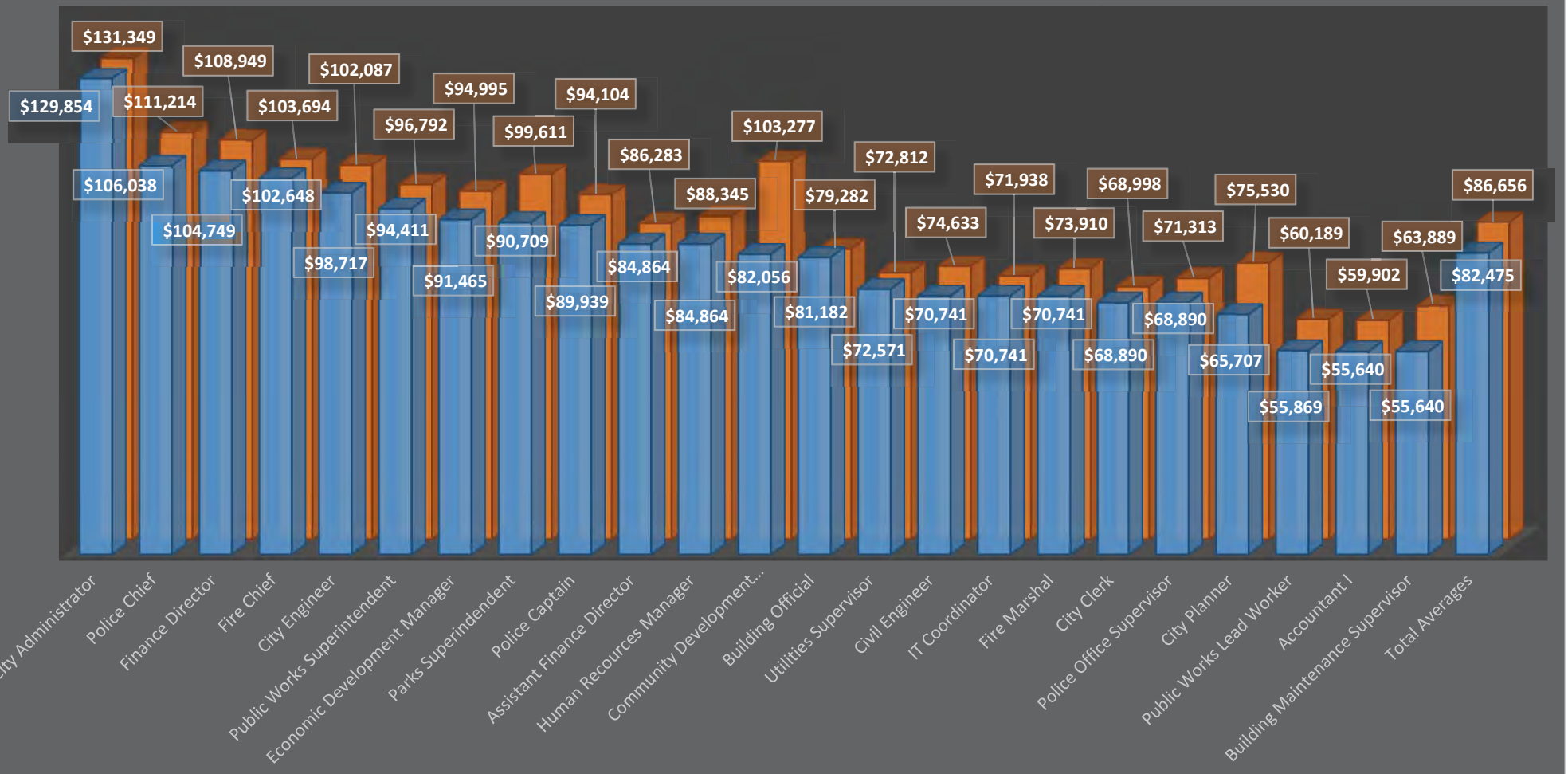
- All position market and/or salary adjustments recommended by the City Administrator shall be approved by the City Council as part of the annual budget process. Unless an alternative timeline is specifically recommended by the City Administrator, employee salary adjustments shall become effective January 1st for the identified budget year.

- At times, the Consumer Price Index (CPI) may be utilized in establishing some component of employee compensation. It is recommended that the "Midwest Urban—(all items)" data provided by the U.S. Department of Labor Statistics, be utilized for comparison purposes.

Amended: November 12, 2013

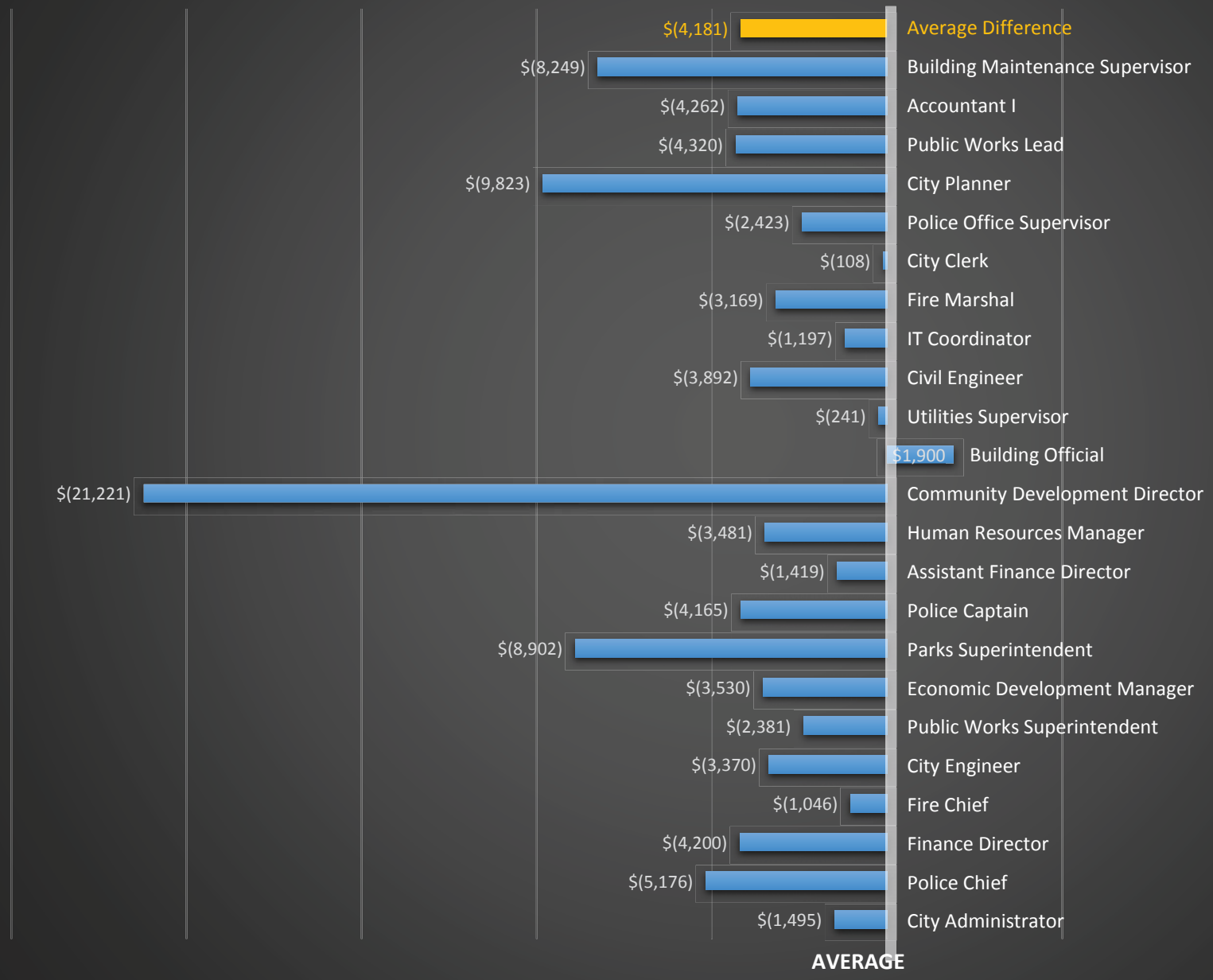
RAMSEY WAGES COMPARED TO METRO

[AVERAGES, HIGHEST STEP, NON-UNION]



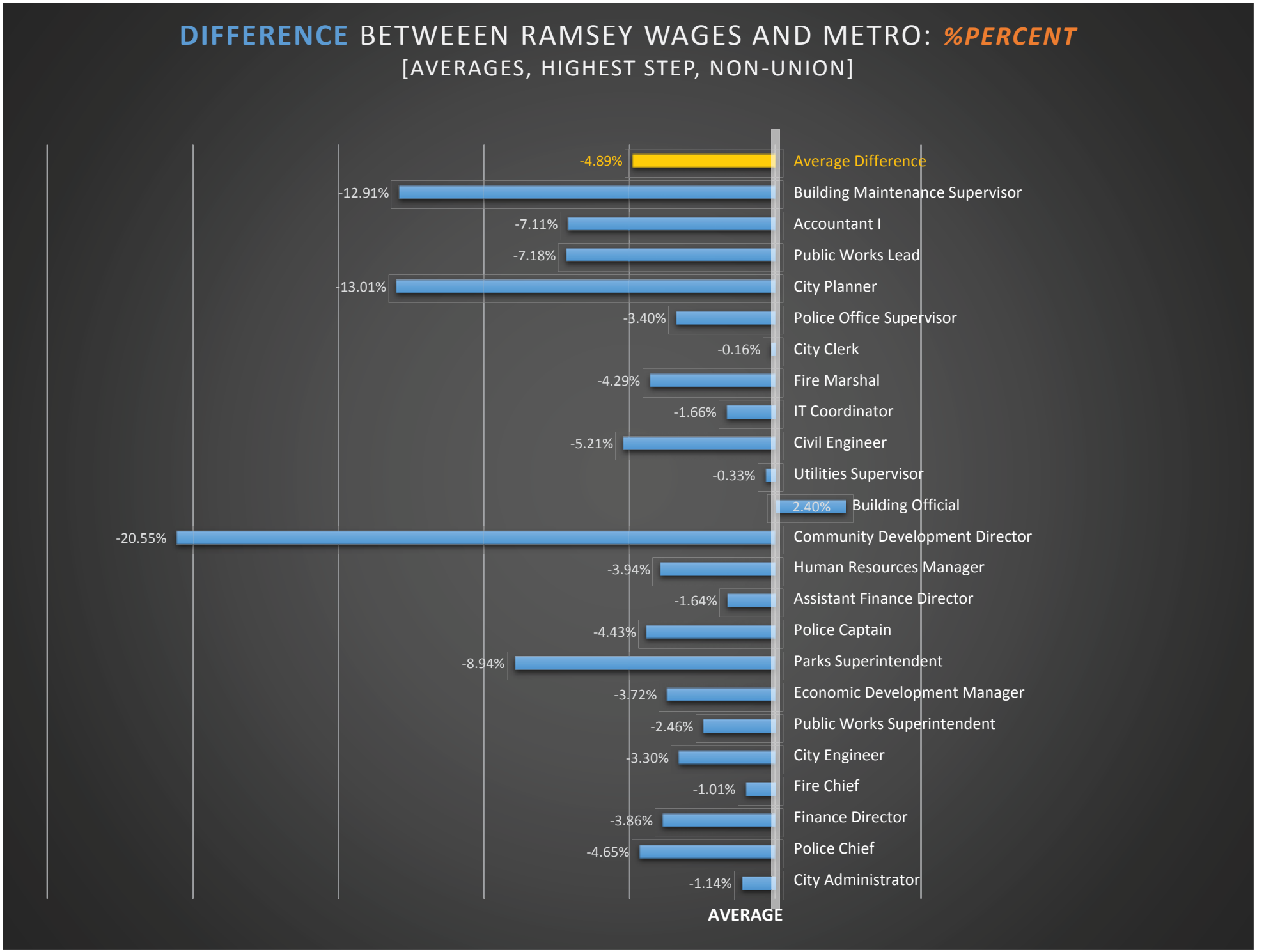
DIFFERENCE BETWEEEN RAMSEY WAGES AND METRO: *$NOMINAL*

[AVERAGES, HIGHEST STEP, NON-UNION]



DIFFERENCE BETWEEEN RAMSEY WAGES AND METRO: %PERCENT

[AVERAGES, HIGHEST STEP, NON-UNION]



DATA SHEET

		Average Maximum Base Salary		Difference (Ramsey - Metro)	
		Ramsey	Metro	Nominal	Percentage
1	City Administrator	$ 129,854	$ 131,349	$ (1,495)	-1.14%
2	Police Chief	$ 106,038	$ 111,214	$ (5,176)	-4.65%
3	Finance Director	$ 104,749	$ 108,949	$ (4,200)	-3.86%
4	Fire Chief	$ 102,648	$ 103,694	$ (1,046)	-1.01%
5	City Engineer	$ 98,717	$ 102,087	$ (3,370)	-3.30%
6	Public Works Superintendent	$ 94,411	$ 96,792	$ (2,381)	-2.46%
7	Economic Development Manager	$ 91,465	$ 94,995	$ (3,530)	-3.72%
8	Parks Superindendent	$ 90,709	$ 99,611	$ (8,902)	-8.94%
9	Police Captain	$ 89,939	$ 94,104	$ (4,165)	-4.43%
10	Assistant Finance Director	$ 84,864	$ 86,283	$ (1,419)	-1.64%
11	Human Recources Manager	$ 84,864	$ 88,345	$ (3,481)	-3.94%
12	Community Development Director	$ 82,056	$ 103,277	$ (21,221)	-20.55%
13	Building Official	$ 81,182	$ 79,282	$ 1,900	2.40%
14	Utilities Supervisor	$ 72,571	$ 72,812	$ (241)	-0.33%
15	Civil Engineer	$ 70,741	$ 74,633	$ (3,892)	-5.21%
16	IT Coordinator	$ 70,741	$ 71,938	$ (1,197)	-1.66%
17	Fire Marshal	$ 70,741	$ 73,910	$ (3,169)	-4.29%
18	City Clerk	$ 68,890	$ 68,998	$ (108)	-0.16%
19	Police Office Supervisor	$ 68,890	$ 71,313	$ (2,423)	-3.40%
20	City Planner	$ 65,707	$ 75,530	$ (9,823)	-13.01%
21	Public Works Lead Worker	$ 55,869	$ 60,189	$ (4,320)	-7.18%
22	Accountant I	$ 55,640	$ 59,902	$ (4,262)	-7.11%
23	Building Maintenance Supervisor	$ 55,640	$ 63,889	$ (8,249)	-12.91%
		Ramsey	Metro	Nominal	Percentage
	Averages	$ 82,475	$ 86,656	$ (4,181)	-4.89%

Health Plan Type/Tier (Per Month)	ACCORD Premium	AWARE Premimum	City Contribution to Premium	Employee Cost for Accord Network	Employee Cost for Aware Network	City Contribution to VEBA	Total City Contribution Per Contract Option A
Single Plans							
BCBS 100% $30.00 co-pay	$972.00	$1,008.50	$517.14	$454.86	$491.36	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$825.00	$855.50	$637.00	$188.00	$218.50	$130.00	$767.00
BCBS $2500 Ded. Plan w/VEBA	$760.00	$788.50	$637.00	$123.00	$151.50	$130.00	$767.00
BCBS $4000 Ded. Plan w/VEBA	$670.00	$695.00	$670.00	**0**	$25.00	**$114.00**	$784.00
Employee + Spouse Plans							
BCBS 100% $30.00 co-pay	$2,041.50	$2,118.50	$831.56	$1,209.94	$1,286.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,733.00	$1,797.50	$908.00	$825.00	$889.50	$160.00	$1,068.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,596.50	$1,656.50	$908.00	$688.50	$748.50	$160.00	$1,068.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,408.00	$1,460.50	$908.00	$500.00	$552.50	$160.00	$1,068.00
Employee + Children Plans							
BCBS 100% $30.00 co-pay	$1,945.00	$2,018.00	$831.56	$1,113.44	$1,186.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,649.50	$1,712.00	$990.00	$659.50	$722.00	$160.00	$1,150.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,520.00	$1,577.00	$990.00	$530.00	$587.00	$160.00	$1,150.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,340.50	$1,391.00	$990.00	$350.50	$401.00	$160.00	$1,150.00
Family Plans							
BCBS 100% $30.00 co-pay	$2,529.00	$2,623.50	$831.56	$1,697.44	$1,791.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$2,145.50	$2,225.00	$1,166.00	$979.50	$1,059.00	$192.00	$1,358.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,976.50	$2,051.50	$1,166.00	$810.50	$885.50	$192.00	$1,358.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,743.00	$1,808.50	$1,166.00	$577.00	$642.50	$192.00	$1,358.00
Waivers							
					(Waivers)		$295.00

Health Plan Type/Tier (Per Month)	ACCORD Premium	AWARE Premimum	City Contribution to Premium	Employee Cost for Accord Network	Employee Cost for Aware Network	City Contribution to VEBA	Total City Contribution Option B
Single Plans							
BCBS 100% $30.00 co-pay	$972.00	$1,008.50	$517.14	$454.86	$491.36	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$825.00	$855.50	$654.00	$171.00	$201.50	$130.00	$784.00
BCBS $2500 Ded. Plan w/VEBA	$760.00	$788.50	$654.00	$106.00	$134.50	$130.00	$784.00
BCBS $4000 Ded. Plan w/VEBA	$670.00	$695.00	$629.00	**$41.00**	$66.00	**$155.00**	$784.00
Employee + Spouse Plans							
BCBS 100% $30.00 co-pay	$2,041.50	$2,118.50	$831.56	$1,209.94	$1,286.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,733.00	$1,797.50	$932.00	$801.00	$865.50	$160.00	$1,092.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,596.50	$1,656.50	$932.00	$664.50	$724.50	$160.00	$1,092.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,408.00	$1,460.50	$932.00	$476.00	$528.50	$160.00	$1,092.00
Employee + Children Plans							
BCBS 100% $30.00 co-pay	$1,945.00	$2,018.00	$831.56	$1,113.44	$1,186.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,649.50	$1,712.00	$1,016.00	$633.50	$696.00	$160.00	$1,176.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,520.00	$1,577.00	$1,016.00	$504.00	$561.00	$160.00	$1,176.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,340.50	$1,391.00	$1,016.00	$324.50	$375.00	$160.00	$1,176.00
Family Plans							
BCBS 100% $30.00 co-pay	$2,529.00	$2,623.50	$831.56	$1,697.44	$1,791.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$2,145.50	$2,225.00	$1,166.00	$979.50	$1,059.00	$192.00	$1,358.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,976.50	$2,051.50	$1,166.00	$810.50	$885.50	$192.00	$1,358.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,743.00	$1,808.50	$1,166.00	$577.00	$642.50	$192.00	$1,358.00
Waivers							
					(Waivers)		$295.00

Health Plan Type/Tier (Per Month)	ACCORD Premium	AWARE Premimum	City Contribution to Premium	Employee Cost for Accord Network	Employee Cost for Aware Network	City Contribution to VEBA	Total City Contribution Option C
Single Plans							
BCBS 100% $30.00 co-pay	$972.00	$1,008.50	$517.14	$454.86	$491.36	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$825.00	$855.50	$670.00	$155.00	$185.50	$130.00	$800.00
BCBS $2500 Ded. Plan w/VEBA	$760.00	$788.50	$670.00	$90.00	$118.50	$130.00	$800.00
BCBS $4000 Ded. Plan w/VEBA	$670.00	$695.00	$670.00	0	$25.00	$130.00	$800.00
Employee + Spouse Plans							
BCBS 100% $30.00 co-pay	$2,041.50	$2,118.50	$831.56	$1,209.94	$1,286.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,733.00	$1,797.50	$932.00	$801.00	$865.50	$160.00	$1,092.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,596.50	$1,656.50	$932.00	$664.50	$724.50	$160.00	$1,092.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,408.00	$1,460.50	$932.00	$476.00	$528.50	$160.00	$1,092.00
Employee + Children Plans							
BCBS 100% $30.00 co-pay	$1,945.00	$2,018.00	$831.56	$1,113.44	$1,186.44	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,649.50	$1,712.00	$1,016.00	$633.50	$696.00	$160.00	$1,176.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,520.00	$1,577.00	$1,016.00	$504.00	$561.00	$160.00	$1,176.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,340.50	$1,391.00	$1,016.00	$324.50	$375.00	$160.00	$1,176.00
Family Plans							
BCBS 100% $30.00 co-pay	$2,529.00	$2,623.50	$831.56	$1,697.44	$1,791.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$2,145.50	$2,225.00	$1,166.00	$979.50	$1,059.00	$192.00	$1,358.00
BCBS $2500/$5000 Ded. Plan w/VEBA	$1,976.50	$2,051.50	$1,166.00	$810.50	$885.50	$192.00	$1,358.00
BCBS $4000/8000 Ded. Plan w/VEBA	$1,743.00	$1,808.50	$1,166.00	$577.00	$642.50	$192.00	$1,358.00
Waivers							
					(Waivers)		$295.00

Health Plan Type/Tier (Per Month)	ACCORD Premium	AWARE Premimum	City Contribution to Premium	Employee Cost for Accord Network	Employee Cost for Aware Network	City Contribution to VEBA	Total City Contribution Option D
Single Plans							
BCBS 100% $30.00 co-pay	$972.00	$1,008.50	$517.14	$454.86	$491.36	NA	$517.14
BCBS $1500 Ded. Plan w/VEBA	$825.00	$855.50	$695.00	$130.00	$160.50	$130.00	$825.00
BCBS $2500 Ded. Plan w/VEBA	$760.00	$788.50	$695.00	$65.00	$93.50	$130.00	$825.00
BCBS $4000 Ded. Plan w/VEBA	$670.00	$695.00	$670.00	**0**	$25.00	**$155.00**	$825.00
Employee + Spouse Plans							
BCBS 100% $30.00 co-pay	$2,041.50	$2,118.50	$831.56	$1,209.94	$1,286.94	NA	$831.56
BCBS $1500/$3000 Ded. Plan w/VEBA	$1,733.00	$1,797.50	$932.00	$801.00	$865.50	$160.00	$1,092.00
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Employee + Children Plans							
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BCBS $4000/8000 Ded. Plan w/VEBA	$1,743.00	$1,808.50	$1,166.00	$577.00	$642.50	$192.00	$1,358.00
Waivers							
					(Waivers)		$295.00

CC Regular Session

Meeting Date: 12/10/2013

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #13-12-230 to Reclassify Four City Positions

Purpose/Background:

The purpose of this case is to ask the City Council to reclassify four current city positions as part of the adopted 3-year Strategic Plan. This case does not ask the City Council to hire additional staff; i.e. there would be no changes to the number of City employees.

The reclassifications listed below fall within the City's Strategic Imperative IV: An Effective Organization "Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the increasingly ever-changing needs of the organization." Specifically, row 2, page 9 of 13 of the strategic plan, "tactic" reclassifications of jobs "key outcome" retained employees.

The following positions have taken on additional duties to reflect changes in staffing levels and duties. These positions are working outside of current job classifications.

1. Reclassify the current Planning Division Secretary to Community Development Assistant
2. Reclassify the current Permit Technician to Building Inspection Technician
3. Reclassify the current Associate Planner/Environmental Coordinator to City Planner
4. Reclassify one Streets Maintenance Worker to Streets Lead Worker

A brief summary of the changes include:

Community Development Assistant

- Became primary contact and Reviews Coordinator for Land Use Application administrative processes (pre-development) to reflect adjusted duties of other department staff
  - Will continue to expand that role
  - Expanded role is necessary in order to centralize our permitting and land use application efforts (Strategic Plan Goal)
- Added responsibility of back-up Building Permit Technician previously held by Building Division Secretary (this position was previously eliminated)
  - Scheduling and issuance of permits requires skill set not required at the current position description
  - Simply stated, permits will not be able to be issued in acceptable timeframe without this duty added to this position

Building Inspection Technician

- Became primary contact for septic maintenance program (previously by Building Inspector)
- Added primary point of contact for inter-departmental review and tracking
- Became certified as Building Inspector (limited)
- Will add Plan Review and Inspections to duties to reduce the need for additional staff to be added

City Planner:

- Primary Reviewer for building permit review for zoning and subdivision compliance
- Primary Reviewer of land use applications (pre-development)

- Primary Code Enforcement for Commercial/Industrial and Home Occupations
- Primary contact for zoning administration activities

Streets Lead Worker:

- This reclassification has been planned since June 13, 2012, prior to the Strategic Planning process, when Grant Riemer, the former Streets Supervisor became the PW Superintendent
- The need for this reclassification was re-addressed in the strategic plan and continues to be necessary
- Mr. Riemer took on the overseeing all of the PW operations when the PW Director position was left vacant
- Mr. Riemer's Street Supervisor duties were not back filled
- A Streets Lead Worker is needed to accomplish the necessary back-filling in the Public Works Department

City staff will be on hand to provide additional reasoning and to answer any questions that the City Council may have about the proposed changes. Again, in all four cases, the staff in these positions have been working out of their job class in order to meet the public service needs in their respective areas, and all have obtained additional training beyond what is required under their current classification.

Note: The Strategic Plan identified five reclassifications in 2014; the fifth reclassification will be brought forward for City Council consideration in late September.

Notification:

The reclassifications listed above are contingent upon the passing of the 2014 preliminary budget this evening.

Observations/Alternatives:

Option #1: Reclassify positions as follows:

1. Reclassify the current Planning Division Secretary to Community Development Assistant
2. Reclassify the current Permit Technician to Building Inspection Technician
3. Reclassify the current Associate Planner/Environmental Coordinator to City Planner
4. Reclassify one Streets Maintenance Worker to Streets Lead Worker

Option #2: Reclassify some, but not all of the following positions, based on City Council discussion:

1. Reclassify the current Planning Division Secretary to Community Development Assistant
2. Reclassify the current Permit Technician to Building Inspection Technician
3. Reclassify the current Associate Planner/Environmental Coordinator to City Planner
4. Reclassify one Streets Maintenance Worker to Streets Lead Worker

Option #3: Do not reclassify the above listed positions.

The pros and cons of the above actions are tied to the Strategic Plan. The key reason to reclassify these positions is to more accurately recognize the job functions that these employees are currently performing and to proactively work to retain the City's talent--reducing the risk of turnover costs and loss of institutional knowledge.

Funding Source:

The 2014 funding required for this action has accounted for in the preliminary 2014 budget at approximately $16,968 for all five reclassifications; the funding required for the four reclassifications listed here is would be approximately $14,465 in 2014

Recommendation:

Staff recommends option #1 to: 1) reclassify the current Planning Division Secretary to Community Development Assistant; 2) reclassify the current Permit Technician to Building Inspection Technician 3) reclassify the current Associate Planner/Environmental Coordinator to City Planner and 4) reclassify one Streets Maintenance Worker (Lonny Lofgren) to Streets Lead Worker -- all effective January 1, 2014.

Action:

Motion to adopt resolution #13-12-230 to 1) reclassify the current Planning Division Secretary to Community Development Assistant; 2) reclassify the current Permit Technician to Building Inspection Technician 3) reclassify the current Associate Planner/Environmental Coordinator to City Planner and 4) reclassify one Streets Maintenance Worker (Lonny Lofgren), all effective January 1, 2014.

Attachments

Resolution 1312230

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/05/2013 03:43 PM
Form Started By: Colleen Lasher		Started On: 12/05/2013 09:50 AM
Final Approval Date: 12/05/2013		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-230

RESOLUTION TO RECLASSIFY FOUR CITY POSITIONS

WHEREAS, on May 28, 2013; the City Council adopted the three-year strategic plan; and

WHEREAS, the strategic plan identified the City Council's desire to maintain an effective organization and to reclassify jobs in an effort to retain employees; and

WHEREAS, staff identified five position, four of which are to be addressed at this time; and

WHEREAS, staff recommends reclassifying the following positions: 1) reclassify the current Planning Division Secretary to Community Development Assistant; 2) reclassify the current Permit Technician to Building Inspection Technician 3) reclassify the current Associate Planner/Environmental Coordinator to City Planner and 4) reclassify one Streets Maintenance Worker (Lonny Lofgren), all effective January 1, 2014.

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

Motion to adopt a resolution to 1) reclassify the current Planning Division Secretary to Community Development Assistant; 2) reclassify the current Permit Technician to Building Inspection Technician 3) reclassify the current Associate Planner/Environmental Coordinator to City Planner and 4) reclassify one Streets Maintenance Worker (Lonny Lofgren), all effective January 1, 2014.

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 10th day of December 2013.

CC Regular Session
Meeting Date: 12/10/2013
Submitted For: Grant Riemer, Engineering/Public Works
By: MaryJo Warner, Engineering/Public Works

Information

Title

Report from Public Works Committee dated December 3, 2013.
1. Consider Recommending Approval of Joint Powers Agreement with Anoka County for CSAH 5 / Alpine Drive Intersection Improvements: Ratify the recommendation of the Public Works Committee to recommend that the City Council approve the draft JPA with Anoka County for CSAH 5 / Alpine Drive Intersection Improvements, as written.
2. Consider Change in Institution Community Work Crew (ICWC) Contract: Ratify the recommendation of the Public Works Committee to recommend that the City Council enter into a one year contract with the Minnesota Department of Corrections for the occasional hire of their work crew on an as needed basis and direct staff to work with Finance to reallocate funding in the 2014 general fund budget for either contracted services or temporary seasonal help.
3. Approve Utilization of Web-Based Reservation System for Parks: Ratify the recommendation of the Public Works Committee to recommend that the City Council approve proceeding with a change to an on-line park facility reservation system beginning immediately internally and going "live" in January 2014.
4. 2014-2018 Capital Improvement Plan (CIP): Consensus of the Public Works Committee was to recommend that the City Council hold a public hearing and adopt the 2014-2018 Capital Improvement Plan.

Purpose/Background:

The Public Works Committee held its regular meeting on December 3, 2013 and discussed the following cases.

5.01: Consider Recommending Approval of Joint Powers Agreement with Anoka County for CSAH 5 / Alpine Drive Intersection Improvements

Following the introduction of Mr. Curt Kobilarcsik with the Anoka County Highway Department, City Engineer Westby reviewed the staff report and described the CSAH 5 and Alpine Drive intersection improvement project, designated as City Improvement Project #14-20, to provide operational and safety improvements at the intersection area. He explained the primary improvement includes installation of a signal system, construction of dedicated right and left turn lanes, and access management measures including disconnecting the nearby intersection of old CSAH 5 / Nowthen Boulevard with new CSAH 5 / Nowthen Boulevard, and constructing raised median islands along CSAH 5 / Nowthen Boulevard on both sides of Alpine Drive.

He advised of primary impacts of this project relating to signal system installation, access modification, stormwater ponding, trail connection, watermain loop connection, and existing trails, as detailed in the staff report. With regard to trail construction, he explained that Anoka County would pay for trail right-of-way and engineering and the City would fund the construction cost for the trail connection.

Staff stated the estimated construction cost of the total project is $1,567,079.20. Federal funds are available and capped at $936,000. The federal funds will be split based on the ratio of eligible costs incurred by each party to the total eligible project cost. The total estimated construction cost to the City is $233,607 and after federal funding is applied, the cost to the City is $98,897. The total cost to the City after federal funds are applied, including construction engineering which is not eligible for federal funding, is $117,585.56. However, this does not include costs for the proposed trail ($6,800) or watermain (amount not yet known) connections.

City Engineer Westby explained the Joint Powers Agreement (JPA) with Anoka County defines the terms of

agreement between Anoka County and the City of Ramsey including project purpose, method of delivery, estimated costs, fund disbursements, any maintenance considerations, and termination of the agreement. This project is proposed for construction the summer/fall of 2014, beginning after schools recess for the summer to minimize impacts to bus routes.

Motion to recommend that the City Council approve the draft JPA with Anoka County for CSAH 5 / Alpine Drive Intersection Improvements, as written.

Discuss Bunker Lake Boulevard and Highway 47 Intersection

The Committee discussed problems with the signal going out at the Bunker Lake Boulevard and Highway 47 intersection, which greatly impacts Ramsey's residents and asked if there is an upcoming project to address those issues.

Staff stated Mn/DOT has been contacted and Anoka County Highway Department has been copied. City and Mn/DOT staff will discuss the possibility of improvements to relieve congestion. After that discussion, the City will contact Anoka County.

5.02: Consider Change in Institution Community Work Crew (ICWC) Contract

Public Works Superintendent Riemer reviewed the staff report and explained that over the past several years, the City has contracted with the Department of Corrections to use an Institution Community Work Crew (ICWC) of six to eight inmates and a guard/crew leader to help with various public works activities such as mowing, striping athletic fields, cutting down diseased/damaged trees, etc. Under the current contract, the ICWC works one day a week for six to seven hours. The price of the current contract is $20,175 and due to expire on December 31, 2013.

The Department of Corrections has informed the City it is not able to renew the contract as other cities are requesting crews for additional days. The Department of Corrections has offered a new contract to provide a crew on an as needed basis at no cost to the City until a crew is utilized. The cost would be $475 per day for Monday through Thursday and $67.50 per hour for each overtime hour worked. Because of their four-day work week schedule, Friday is considered overtime.

Staff recommends entering into a one year contract with the Minnesota Department of Corrections for the occasional hire of their work crew on an as needed basis and to work with Finance to reallocate funding in the 2014 general fund budget for either contracted services or temporary seasonal help.

Motion to recommend that the City Council enter into a one year contract with the Minnesota Department of Corrections for the occasional hire of their work crew on an as needed basis and direct staff to work with Finance to reallocate funding in the 2014 general fund budget for either contracted services or temporary seasonal help.

5.03: Approve Utilization of Web-Based Reservation System for Parks

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and explained the City currently uses Outlook Calendar to schedule the public's and Anoka Ramsey Athletic Association's (ARAA) reservations for park facilities. To improve efficiencies, staff recommends migrating to a web-based system for the public to reserve these facilities. Staff explained the City's park facilities will be listed and staff would sign off on the reservation once it is confirmed the use is appropriate.

Staff estimates that for lower reservation months, the cost to the City may be $8 per month and for higher reservations months, the cost to the City may be $16 per month, resulting in an annual cost of $128 to $200.

Motion to recommend that the City Council approve proceeding with a change to an on-line park facility reservation system beginning immediately internally and going "live" in January 2014.

5.04: 2014-2018 Capital Improvement Plan (CIP)

Public Works Superintendent Riemer introduced the 2014-2018 Capital Improvement Plan (CIP), noting it is a strategic planning tool to assist the Council identify proposed capital improvement projects over the next five years. He described the age and condition of the Public Works vehicles scheduled for replacement: tractor is 29 years old; plow truck is 14 years old; water truck and boom truck will be combined; second plow truck currently has 186,000 miles; and, the loader will be 20 years old at the time of scheduled replacement. He described a point system used by Dakota County that considers criteria of hours, miles, and percentage of original cost made in repairs. Public Works Superintendent Riemer stated he will create a similar analysis system for Ramsey over the winter months so the only criterion is not just the age of vehicle.

Consensus of the Public Works Committee was to recommend that the City Council hold a public hearing and adopt the 2014-2018 Capital Improvement Plan.

6. COMMITTEE / STAFF INPUT

The Committee asked about the status of River's Bend Park and possibility of a conservation easement to assure it will never be sold off. Staff suggested a background report be provided to the Council. Staff explained this park came about as a result of the River's Bend development and is not a dedicated City park and described the concern of this neighborhood and stated they want to assure it is not sold to private organization for recreational purposes. The neighborhood wants it to be protected as a City park. The Committee asked to bring this issue forward to a future Council Work Session.

Staff reported the status of the crosswalk to Alpine Park is completed, signed, and the road is striped.

The Committee stated one side of Dysprosium was sodded but the corner lot is still full of weeds. Staff reported this was turned over to the Police Department for Code enforcement. Staff will get an update on that matter.

City Engineer Westby presented an update on recent discussions regarding the potential to construct a pedestrian underpass for Armstrong Boulevard at 146th Avenue. The construction of an underpass for Armstrong Boulevard in this location had been discussed by staff in recent years, but the cost estimate to construct an underpass with the Highway 10 / Armstrong Interchange is more than $400,000 and since the benefit would be low staff does not recommend constructing the underpass at this time. City Administrator Ulrich added that a controlled pedestrian crossing exists at the signalized intersection of Armstrong Boulevard and Sunwood Drive a short distance away which would make it even more difficult to justify an underpass.

City Engineer Westby stated the Environmental Policy Board (EPB) discussed topsoil specifications yesterday evening. He indicated Mn/DOT has issued new topsoil specifications that will go into effect at the end of the month so staff is reviewing changing the City's topsoil specifications. The EPB is planning to look at the broader issue including other water conservation measures. Staff expects to present additional information to the Public Works Committee in January 2014.

Recommendation:

Ratify the recommendation of the Public Works Committee.

Action:

Motion to ratify the recommendation of the Public Works Committee.

Attachments

Agenda

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/04/2013 03:28 PM
Bruce Westby	Bruce Westby	12/05/2013 09:13 AM
Kurt Ulrich	Kurt Ulrich	12/05/2013 03:27 PM
Form Started By: MaryJo Warner		Started On: 12/04/2013 09:08 AM
Final Approval Date: 12/05/2013		

City of Ramsey
Agenda
Public Works Committee
Tuesday December 3, 2013
6:00 pm
Lake Itasca Room, 7550 Sunwood Drive NW

1. Call to Order

2. Citizen Input

3. Approve Agenda

4. Approve Minutes

1. Approve October 15, 2013 meeting minutes.

5. Committee Business

1. Consideration of Recommending Approval of Joint Powers Agreement with Anoka County for CSAH 5/Alpine Drive Intersection Improvements.

2. Change in Institution Community Work Crew (ICWC) Contract

3. Approve Utilization of Web-Based Facility Reservation System for Parks

4. 2014-2018 Capital Improvement Plan (CIP)

6. Committee/Staff Input

7. Adjournment

Public Works Committee **4. 1.**

Meeting Date: 12/03/2013
Submitted For: Grant Riemer, Engineering/Public Works
By: MaryJo Warner, Engineering/Public Works

Title:
Approve October 15, 2013 meeting minutes.

Purpose/Background:
To review and approve the attached meeting minutes from the previous Public Works Committee meeting.

Timeframe:
5 minutes.

Observations/Alternatives:
n/a

Funding Source:
n/a

Recommendation:
To approve meeting minutes.

Action:
Motion to approve meeting minutes.

Attachments

Minutes

Form Review

Inbox	Reviewed By	Date
Grant Riemer	MaryJo Warner	11/26/2013 01:41 PM
Kurt Ulrich	Kurt Ulrich	11/26/2013 01:56 PM
Form Started By: MaryJo Warner		Started On: 11/26/2013 01:32 PM
Final Approval Date: 11/26/2013		

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, October 15, 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
Public Works Superintendent Grant Riemer
City Engineer Bruce Westby

1. CALL TO ORDER

Chairperson Backous called the regular meeting of the Public Works Committee to order at 7:37 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve September 17, 2013, Meeting Minutes

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

Regular Meeting Minutes dated September 17, 2013

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

5. COMMITTEE BUSINESS

5.01: Consider Stop Sign Request for Potassium Street and 143rd Circle

Public Works Superintendent Riemer reviewed the staff report and petitioned request from residents living near the intersection of Potassium Street and 143rd Circle for a stop sign at that intersection. He explained City policy requires five signatures from property owners within 500 feet of the traffic control modification and the petition as submitted did meet that criterion. Public Works Superintendent Riemer presented statistics relating to traffic counts, accident history, and warrants for stop signs. He stated staff feels this intersection does not warrant a stop sign at this time based on documented traffic volumes and accident history. Staff recommends the Public Works Committee deny the request for the installation of a stop sign at the intersection of Potassium Street and 143rd Circle.

Councilmember Riley agreed that if a stop sign is installed, it should be in the Circle, noting that is the flow of traffic. However, that is not what residents are requesting.

Chairperson Backous referenced the traffic study and used a map to point out the location of this request. He noted that drivers need to assure the road is clear before exiting the cul-de-sac.

Public Works Superintendent Riemer agreed but noted that when traveling at 30 mph, drivers do not want to make that stop.

Councilmember Kuzma asked about the cost.

Public Works Superintendent Riemer stated the stop sign and installation is about $200. He explained that the warrant for a three-way stop is 500 cars per hour for an eight-hour period, which is heavy traffic. He reviewed the locations of other stop signs in this area that were installed years ago at the direction of the Council.

The Public Works Committee discussed the flow of traffic, open viewsheds, and other potential locations for stop signs.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to recommend that the City Council deny the request for the installation of a stop sign at the intersection of Potassium Street and 143rd Circle as it does not meet warrants.

Further discussion: The Public Works Committee agreed with the suggestion of Chairperson Backous that this is a speeding problem, not a stop sign problem, and to ask the Police Department to do additional patrol during peak hours.

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

The Public Works Committee discussed its support for a policy addressing these types of situations (stop sign requests that do not meet warrants) to have staff ask the Police Department to conduct additional patrols.

5.02: Clarify Policy for Traffic Control on Modified Intersections

Public Works Superintendent Riemer reviewed the staff report and explained the purpose of this case is to clarify City policy for the installation of traffic control devices on an intersection that has been modified by adjacent development. It was noted that with the Seasons of Ramsey townhome development nearing completing, traffic patterns will be changed at two existing intersections: Town Center Drive and 147th Lane on the west; and, Rhinestone street and 147th Lane on the east.

Public Works Superintendent Riemer presented three alternatives for consideration:
Alternative #1: Follow the traffic engineer's plan for development (if available).
Alternative #2: Staff initiate the traffic study and follow the warrant recommendations in the Manual on Uniform Traffic Control Devices (MUTCD).
Alternative #3: Wait for residents to request traffic control and follow the City's current policy.

Public Works Superintendent Riemer stated the current Policy is to require a petition from the surrounding area before the City initiates a traffic study. He requested direction on what criteria should be used under these circumstances. Public Works Superintendent Riemer stated staff supports Alternative #1 with Alternative #2 as a fall back alternative.

Councilmember Kuzma supported staff's recommendation, noting the results can then be determined and a solution refined, if needed.

Public Works Superintendent Riemer stated after a development has been in existence for a year and the houses are filled, stop signs or better traffic control might be needed.

Councilmember Riley stated he relies on staff's expert recommendation and then if changes are warranted, it can be considered. He stated staff should follow established policies so it does not have to come before the Public Works Committee each time.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to recommend that the City Council clarify Policy for traffic control on modified intersections by approving Alternative #1: Follow the traffic engineer's plan for development (if available); and, Alternative #2: Staff initiate the traffic study and follow the warrant recommendations in the Manual on Uniform Traffic Control Devices (MUTCD) as a fall back alternative.

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

6. COMMITTEE / STAFF INPUT

Public Works Superintendent Riemer reported that the east side of Dysprosium Street is completed and the grass is fairly well rooted. Letters were sent to Dysprosium Street residents about taking over maintenance of the boulevards.

Chairperson Backous asked staff to address the condition of high weeds on the corner lot.

Public Works Superintendent Riemer stated that he will pass that address on to Code Enforcement for follow up. He reported the 11-foot Class V path crossing at Alpine Street for the neighborhood from the north is now completed. He stated the project on Armstrong Boulevard from Alpine Drive to 161st Avenue is under review by Anoka County but they have not yet responded on the traffic light. Public Works Superintendent Riemer reported the final asphalt lifts in Ramsey Town Center 8th and 10th Addition are completed, the boulevards are being restored, and trees will be planted. Public Works Superintendent Riemer stated hydrant flushing will continue for the next two weeks. He stated they are low on staffing and interviewed possible seasonal workers and plow drivers that may be hired.

City Engineer Westby stated staff notified the owner of the 9th Addition, but did not hear back.

Public Works Superintendent Riemer reported on the type of comments he receives through the CRM system that are then followed up by staff. He stated the GPS systems will be moved into the plow trucks and he thinks efficiencies will be realized.

Councilmember Kuzma asked if the system includes an application for a smart phone.

Public Works Superintendent Riemer stated that is not yet available but he does receive e-mailed notifications.

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 8:01 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: 12/03/2013

By: Bruce Westby, Engineering/Public Works

Title:

Consideration of Recommending Approval of Joint Powers Agreement with Anoka County for CSAH 5/Alpine Drive Intersection Improvements.

Purpose/Background:

The purpose of this case it to review the Anoka County led CSAH 5/Nowthen Boulevard & Alpine Drive Intersection Improvements project with the Public Works Committee, and to request a formal recommendation for the City Council regarding approval of the attached draft Joint Powers Agreement (JPA) between Anoka County and the City of Ramsey.

The CSAH 5 & Alpine Drive Intersection Improvement project, designated as City Improvement Project #14-20, will provide various operational and safety improvements at this skewed intersection. The primary improvements include installation of a signal system, construction of dedicated right and left turn lanes, and access management measures including disconnecting the nearby intersection of old CSAH 5/Nowthen Boulevard with new CSAH 5/Nowthen Boulevard, and constructing raised median islands along CSAH 5/Nowthen Boulevard on both sides of Alpine Drive. A layout of the proposed improvements is attached.

The JPA defines the terms of agreement between Anoka County and the City of Ramsey including such items as project purpose, method of delivery, estimated costs, fund disbursements, any maintenance considerations, and termination of the agreement.

This project is proposed for construction in the summer/fall of 2014. Construction is proposed to begin after schools recess for the summer to minimize impacts to school bus routes, especially as related to Ramsey Elementary School.

The City Council will be considering approval of the draft JPA at their next regular meeting on December 10, 2013.

Timeframe:

15 minutes

Observations/Alternatives:

The primary impacts of this project to the City of Ramsey are as follows.

Signal system installation –

This intersection is currently controlled by a 4-way STOP which was installed several years ago in response to numerous crashes that occurred at this intersection. The 4-way STOP was intended to be a temporary traffic control measure until such time as a signal system could be installed at this intersection. The new signal system will control traffic operations on all 4 legs of the intersection, and will include an Emergency Vehicle Pre-emption (EVP) system to allow emergency vehicles equipped with EVP to change the signal during emergency calls.

Access modifications –

Raised median islands will be constructed along CSAH 5/Nowthen Boulevard on both sides of Alpine Drive to physically separate opposing streams of traffic and to restrict access from abutting properties including:

- Old Municipal Center – Access from/to this property will not be impacted by this project. The raised median on CSAH 5/Nowthen Boulevard is proposed to end just north of the entrance to this site and will therefore

still allow full access to/from CSAH 5/Nowthen Boulevard.

- 15200 Nowthen Boulevard NW – Access to be restricted from full-access to right-in/right-out only.
- 15220 Nowthen Boulevard NW – Access to be restricted from full-access to right-in/right-out only.
- 15250 Nowthen Boulevard NW – Access to be relocated from Nowthen Boulevard to Alpine Drive (remains full-access).
- 15243 Nowthen Boulevard NW – Access to be restricted from full-access to right-in/right-out only.

The intersection of old CSAH 5/Nowthen Boulevard and new CSAH 5/Nowthen Boulevard just north of Alpine Drive will be disconnected and the south end of old CSAH 5/Nowthen Boulevard will be converted into a dead-end road with a "T" turn-around to accommodate snow plow and emergency vehicle access. All traffic will then access CSAH 5/Nowthen Boulevard at the current intersection with old CSAH 5/Nowthen Boulevard approximately one-quarter mile north of Alpine Drive. To address safety concerns due to restricted sight-lines at this intersection as noted by numerous residents during the public Open House, Anoka County will construct a bypass lane along southbound CSAH 5/Nowthen Boulevard and will remove numerous existing trees within the County right-of-way.

Stormwater ponding –
The City owns a 0.57 acre parcel of property in Alpine Acres in the northwest quadrant of the intersection that is dedicated in a plat as parkland. According to Anoka County, the property has an assessed value of $3,300 and a portion of the property is classified as wetland. Anoka County is proposing that the city provide a drainage easement over the entirety of this parcel to allow the County to use this parcel for stormwater ponding to offset the additional impervious area created by this project. Due to access and grading issues associated with the potential development of this site as parkland, and because an opportunity exists at this time to exchange the use of this parcel for costs related to construction of a missing trail connection north of Alpine Drive between Krypton Street and CSAH 5/Nowthen Boulevard, staff recommends providing Anoka County with the requested drainage easement over this parcel.

Trail connection –
As noted above, city staff recommends working with Anoka County to provide a drainage easement over the 0.57 acre parcel of city-owned property in Alpine Acres, which is platted as parkland, for the County's use as a stormwater ponding facility. This will be in exchange for Anoka County preparing the plans and specifications and procuring the necessary right-of-way and temporary construction easements to allow a missing trail connection approximately 700 feet in length to be constructed north of Alpine Drive between Krypton and CSAH 5/Nowthen Boulevard. The existing trail currently ends approximately 100 feet west of Krypton Street. Staff from Anoka County will be meeting with the abutting property owners to discuss associated tree removal and right-of-way/easement needs.

The estimated construction costs for the trail connection is $17,000. Additional costs for the necessary right of way (+/- 2 feet of right-of-way and temporary construction easements) and compensation for tree removals, etc. is unknown at this time as the County is just beginning to complete appraisals. Anoka County designed the trail connection and incorporated it into their construction plans at no cost to the City, and Anoka County will bid and inspect the trail during construction, all of which provide additional benefit to the City.

The County therefore proposes the following cost sharing methodology related to the stormwater ponding and trail connection. The City will provide the necessary drainage easement over our 0.57 acre platted parkland property as discussed earlier, which would allow the County to use the land for stormwater ponding for the proposed intersection improvements. The County will then pay for the necessary right-of-way and easements to construct the trail and the City will pay all costs to construct the trail per the County's standard cost share policy. The County will also agree to apply federal funds to the trail (federal funds are currently covering about 60% of construction costs), instead of requiring the City to pay for 100% of construction costs per standard practice for work not required for their project. This will result in an estimated cost of $6,800 for the city to construct the trail connection during this project.

Watermain loop connection –
City staff recommends constructing a watermain connection to loop the watermain system in this area to provide additional flexibility for maintaining the trunk watermain lines. The watermain would be constructed under the new

trail connection on the north side of Alpine Drive, thereby avoiding the need to reconstruct any portion of Alpine Drive outside the current project limits.

Existing Trails –
Any existing trails impacted by this project will be replaced with identical trail sections having the same width and pavement section, and new ADA compliant pedestrian curb ramps will be installed on all pedestrian facilities in all 4 corners of the intersection.

Estimated Project Costs:

The estimated construction cost of the total project is $1,567,079.20. Federal funds are available for this project and are capped at $936,000. The federal funds shall be split based on the ratio of eligible cost incurred by each party to the total eligible project cost. Eligible costs are the costs of items that can participate in federal funding as shown on Exhibit B of the attached JPA.

The total estimated construction cost to the City is $233,607.00 (prior to application of federal funds available). After federal funding percentage is applied, the cost to the City for our share of the construction costs of the project is $98,897.00 ($233,607.00 minus $134,710.00, the federal funds available to the City).

The City participation in construction engineering will be at a rate of eight percent (8%) of our designated construction share of $233,607.00, which equals $18,688.56. In summary, the total City share of this project before federal funds are applied is $252,295.56 which includes construction and construction engineering costs. The total cost to the City after federal funds are applied, including construction engineering which is not eligible for federal funding, is $117,585.56.

Upon award of the contract, the City shall pay to the County, upon written demand by the County, ninety five percent (95%) of its portion of the cost of the project estimated at $111,706.28. Prior to billing, this estimate will be updated by the County to reflect the actual bid prices as awarded. An updated cost estimate shall be provided to the City at the time of billing. The City's share of the cost of the project shall include only construction and construction engineering expense and does not include engineering design and administrative expenses incurred by the County.

Upon final completion of the project, the City's share of the construction cost will be based upon actual construction costs. If necessary, adjustments to the initial ninety five percent (95%) charged to the city will be made in the form of credit or additional charges to the City's share. Also, the remaining five percent (5%) of the City's portion of the construction costs shall be paid.

Alternatives:

Alternative #1 – Recommend that the City Council approve the draft JPA as written.

Alternative #2 – Recommend that the City Council approve the draft JPA with the following modifications; _____.

Alternative #3 – Recommend that the City Council deny approval of the draft JPA at this time.

Funding Source:
Funding splits for this project will be apportioned as indicated in the Joint Powers Agreement using Anoka County's standard cost sharing policy. The City's share would be funded using a mix of Municipal State Aid Funds, Park and Recreation Funds, and Water Utility Funds.

The City's total costs are estimated to be $117,585.56 (construction and construction engineering). This total reflects a reduction of $134,710 due to the application of federal funding received by Anoka County for this project.

Recommendation:

Staff recommends selecting Alternative #1 or #2 if the Public Works Committee supports the project and is in agreement with the attached draft JPA as drafted, or with only minor revisions as noted.

Staff recommends selecting Alternative #3 if the Public Works Committee does not support the project and/or the draft JPA without significant modifications.

Action:

Alternative #1 – Motion recommending City Council approval of the draft JPA as written.

Alternative #2 – Motion recommending City Council approval of the draft JPA with the following modifications; _____.

Alternative #3 – Motion recommending that the City Council deny approval of the draft JPA at this time.

Attachments

DraftJPA IP1420
Layout IP1420

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	11/26/2013 10:54 AM
Kurt Ulrich	Kurt Ulrich	11/26/2013 11:41 AM
Form Started By: Bruce Westby		Started On: 11/21/2013 01:59 PM
Final Approval Date: 11/26/2013		

JOINT POWERS AGREEMENT
FOR THE INTERSECTION IMPROVEMENT PROJECT
AT THE INTERSECTION OF
COUNTY STATE AID HIGHWAY 5 (NOWTHEN BLVD. NW) AND
ALPINE DRIVE NW IN THE CITY OF RAMSEY, MN
(SP 002-605-018, CP 14-20, SAP 199-106-011)

THIS AGREEMENT is made and entered into this _ day of _____, 2013 by and between the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue, Anoka, Minnesota 55303, hereinafter referred to as "County", and the City of Ramsey, 7550 Sunwood Dr. NW, Ramsey, MN 55303, hereinafter referred to as "City".

WITNESSETH

WHEREAS, the parties to this agreement agree it is in the best interest of the traveling public to improve the intersection of County State Aid Highway (CSAH) 5 (Nowthen Blvd. NW) and Alpine Drive and,

WHEREAS, said parties mutually agree that the intersection of CSAH 5 (Nowthen Blvd NW) and Alpine Drive is in need of improvement; and,

WHEREAS, the County has prepared preliminary design plans for the intersection improvement of CSAH 5 (Nowthen Blvd NW) and Alpine Drive in accordance with Anoka County and the Minnesota Department of Transportation standards to a staff approved layout condition; and,

WHEREAS, Anoka County has jurisdiction over CSAH 5 and the City has jurisdiction over Alpine Drive and,

WHEREAS, the parties agree that it is in their best interest that the cost of said project be shared; and,

WHEREAS, Minn. Stat. § 471.59 authorizes political subdivisions of the state to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED:

I. PURPOSE

The parties have joined together for the purpose of adding left and right turn lanes and a signal system as described in the preliminary design plans. The County project number for the reconstruction is SP 002-605-018 the City project number is CP 14-20 and the City State Aid project number is SAP 199-106-011. Said engineering plans are filed in the office of the Anoka County Highway Department and incorporated herein by reference.

The parties to this Joint Powers Agreement (JPA) agree in principle that construction of County State Aid Project No. 002-605-018 at the intersection of CSAH 5 (Nowthen Blvd NW) and Alpine Drive is in

the best interest of the traveling public and that the Preliminary Layout as shown in Exhibit "A" defines the preliminary design of the Project.

It is agreed that the Exhibit "A" Layout dated September 20, 2013 has been reviewed and accepted by the parties and is suitable for preparation of final construction documents. Any significant changes made hereafter to the design as presented in the Exhibit "A" Layout will require approval by the parties as an amendment to this JPA. These same changes will require a change in the cost share to include any additional design engineering costs that may occur.

II. METHOD

The County shall cause the construction of Anoka County Project SP 002-605-018, City project numbers CP 14-20 & SAP 199-106-011, in conformance with proposed engineering plans and specifications.

IMPROVEMENTS

It is agreed by the parties that in 2014 left and right turn lanes and a traffic signal will be constructed at the intersection of CSAH 5 (Nowthen Blvd NW) and Alpine Drive to the extent shown in "Exhibit A". Improvements include but are not limited to: roadway widening, traffic signal construction, left and right turn lanes, curb & gutter, concrete median, pavement reclamation and mill & overlay. The costs of these improvements have been estimated for this agreement and will be finalized after bids have been received. These costs will be shared by the County and the City.

RIGHT OF WAY**:**

The parties agree that the County will acquire all necessary right-of-way and easements for the Project. Acquisition of any additional right-of-way and/or easements needed for improvements to the City street intersections beyond what is defined in the Exhibit "A" Layout will be the responsibility of the City. It is agreed by the parties that all necessary right of way and easements will be in legal possession of the County prior to acceptance of bids for the project. Any City owned property or easements required for the construction will be conveyed to the County at no cost.

BITUMINOUS TRAIL:

The parties agree that the City will be responsible for the local match in areas where no trail exists and the County will be responsible for the local match where trail currently exists.

The parties agree that the cost for the trail includes: bituminous surfacing, aggregate base, excavation (including muck excavation), borrow material (granular and topsoil), and turf establishment. The parties agree that the County will pay for the design of the trail, wetland mitigation required by impacts caused by the trail, the additional right of way and easements required to construct the trail at the proper location, and any removal items, with the exception of any soil correction required to construct the trail.

TRAFFIC SIGNALS**:**

The parties agree that a new traffic control signal will be constructed with this project. The parties agree that the cost of constructing the signal shall be standard County cost share, with 100% of the EVP costs and 75% of the traffic signal costs to the City, and 25% of the traffic signal costs to the County.

Following construction, the ongoing traffic signal maintenance will be consistent with Anoka County warranted traffic signal maintenance practices, with the County 100 % responsible for all ongoing traffic signal maintenance, the City reimbursing the County 100% for all ongoing EVP maintenance, the City 100% responsible for all luminaire maintenance, and 100% responsible for the ongoing supply of electrical power for the traffic signal system.

DRAINAGE**:**

The City shall pay for a percentage of the cost of the storm sewer system, including the detention basins and their outlet structures. The City portion of the cost is based on contributing flow through the storm sewer system to the detention basin determined by the product of contributing area and runoff coefficient.

TRAFFIC CONTROL**:**

The parties understand and agree that CSAH 5(Nowthen Blvd NW) and Alpine Drive will be closed to thru traffic during construction. The parties agree and understand the cost share for traffic control for the city shall be a prorated share based on the City project cost divided by the total project cost.

DRIVEWAYS**:**

The parties agree that all driveways affected by the Project will be reconstructed in kind at 100% project cost with the cost of any upgrades requested by the City, including concrete aprons, to be the sole responsibility of the City.

LANDSCAPING/STREETSCAPING:

The parties agree that if the City wishes to include landscaping or streetscape features in the County right of way, they shall be designed in accordance with Anoka County Highway Department Landscape/Streetscape Guidelines. The City shall supply the signed plan sheets and specifications for the proposed landscape/streetscape. The total cost of the design as well as the construction cost above standard median cost will be at the expense of the requesting City. All construction documents must be submitted to the County by December 16, 2013. Maintenance of any landscaping/streetscaping will be the sole responsibility of the City.

UTILITIES**:**

The parties agree that the Exhibit "A" Layout does not include specific proposed utility locations. The City will be responsible for the design of any sanitary sewer and water main improvements and/or relocations due to road reconstruction, which will be incorporated into the project bid documents. The cost of the design of these features shall be the responsibility of the City. The cost of construction of these features shall be the responsibility of the City. In areas where relocations are solely due to road reconstruction federal funds shall be applied. The City's design of the sanitary sewer and water main utilities are to include signed plans, specifications, and estimated quantities and cost. All construction documents must be submitted to the County by December 16, 2013.

PERMITS:

The parties agree that the County will secure all necessary permits for this Project. The City agrees to coordinate with the County in securing the permits required by the Lower Rum River Watershed Management Organization, city permits, as well as any other permits that may be required. The County also requests that the City inform the County of any ordinances or city regulations that affect construction at the time of the signing of this JPA. (e.g. setbacks, tree clearing ordinances, or any other city ordinances.)

III. COSTS

The contract costs of the work, or if the work is not contracted, the cost of all labor, materials, normal engineering costs and equipment rental required to complete the work, shall constitute the actual "construction costs" and shall be so referred to herein. "Estimated costs" are good faith projections of the costs, which will be incurred for this project. Actual costs will vary and those will be the costs for which the relevant parties will be responsible.

The estimated construction cost of the total project is $1,567,079.20. Federal funds available for the Project are capped at $936,000. The federal funds shall be split based on the ratio of eligible cost incurred by each party to the total eligible project cost. Eligible costs are the costs of items that can participate in federal funding as shown on Exhibit B.

The total estimated construction cost to the City is $233,607.00 (prior to application of federal funds available). After federal funding percentage is applied, the cost to the City for their share of the construction items of the Project is $98,897.00 ($233,607.00, minus $134,710.00), the federal funds available to the City).

The City participation in construction engineering will be at a rate of eight percent (8%) of their designated construction share of $233,607.00. The estimated cost to the City for construction engineering is $18,688.56. In summary, the total City share of this project is $252,295.56 (includes construction and construction engineering costs). The total cost to the City after federal funds have been applied including construction engineering is *** $117,585.56 (see summary below).**

*($233,607.00 – $134,710.00 + $18,688.56 = **$117,585.56**, note: construction engineering costs are not federally eligible)

Upon award of the contract, the City shall pay to the County, upon written demand by the County, ninety five percent (95%) of its portion of the cost of the project estimated at $111,706.28. Prior to billing, this estimate will be updated by the County to reflect the actual bid prices as awarded. An updated cost estimate shall be provided to the City at the time of billing. The City's share of the cost of the project shall include only construction and construction engineering expense and does not include engineering design and administrative expenses incurred by the County.

Upon final completion of the project, the City's share of the construction cost will be based upon actual construction costs. If necessary, adjustments to the initial ninety five percent (95%) charged to the city will be made in the form of credit or additional charges to the City's share. Also, the remaining five percent (5%) of the City's portion of the construction costs shall be paid.

IV. TERM

This Agreement shall continue until terminated as provided hereinafter.

V. DISBURSEMENT OF FUNDS

All funds disbursed by the County or City pursuant to this Agreement shall be disbursed by each entity pursuant to the method provided by law.

VI. CONTRACTS AND PURCHASES

All contracts let and purchases made pursuant to this Agreement shall be made by the County in conformance to the State laws.

VII. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds and report of all receipts shall be made upon request by either party. Prior to City payment to the County, the County shall provide the City a copy of all cost participation documents submitted to MnDOT State Aid to assist the City in their application for MSA funding.

VIII. TERMINATION

This Agreement may be terminated by either party at any time, with or without cause, upon not less than thirty (30) days written notice delivered by mail or in person to the other party. If notice is delivered by mail, it shall be deemed to be received two days after mailing. Such termination shall not be effective with respect to any solicitation of bids or any purchases of services or goods which occurred prior to such notice of termination. The City shall pay its pro rata share of costs which the County incurred prior to such notice of termination.

IX. SIGNALIZATION POWER

The City shall at their sole expense, install and cause the installation of an adequate electrical power source to the service cabinet for the previously mentioned CSAH 5 traffic control signal system including any necessary extension of power lines. The City shall be the lead agency in this matter. Upon completion of said traffic control signal installations, the ongoing cost of the electrical power to the signals shall be the sole cost and expense of the City.

X. MAINTENANCE

A. Maintenance of the completed storm sewer (except catch basins and catch basin leads on CSAH 5) and detention basins (including ponds and their outlet structures and grit chambers/collectors) shall be the sole obligation of the City.

B. Maintenance of all sidewalks, including snow plowing, shall be the sole responsibility of the City.

C. Maintenance of the bituminous trails shall be the responsibility of the City. The City shall be responsible for general routine maintenance, such as, sweeping, clearing, plowing, trash removal and other incidental items and shall be responsible for long-term maintenance, such as bituminous overlays, crack sealing and replacement.

D. Maintenance of crosswalk pavement markings on City streets shall be the responsibility of the

City. The County will be responsible for all crosswalk pavement markings for the crossings at all County streets.

E. Maintenance of streetlights and cost of electrical power to the streetlights shall be the sole obligation of the City.

F. Maintenance of the completed traffic control signals and signal equipment at the intersection of CSAH 5(Nowthen Blvd NW) and Alpine Drive shall be the sole obligation of the County.

G. The County shall maintain the said traffic signal controllers, traffic signals and pedestrian indications, loop detectors and associated wiring of the said traffic control signals at the sole obligation of the County.

H. Painting of the traffic signal shall be the sole obligation of the County. Any variation of painting color standards will be billed to the City.

I. Timing of the traffic signal shall be determined by the County.

J. Only the County shall have access to the controller cabinet.

K. The traffic control signal shall be the property of the County.

L. The City shall be responsible for maintenance of the luminaires, luminaire relamping, and luminaire painting.

M. All maintenance of the EVP Systems shall be completed by the County. The City shall be billed by the County on a quarterly basis for all incurred costs.

N. EVP Emitter Units may be installed on and used only by Emergency Vehicles responding to an emergency as defined in Minnesota Statutes §169.01, Subdivision 5, and §169.03. The City shall provide a list to the County Engineer, or the County's duly appointed representative, of all such vehicles with emitter units on an annual basis.

O. Malfunctions of the EVP System shall be immediately reported to the County.

P. All timing of said EVP System shall be determined by the County.

Q. In the event said EVP System or components are, in the opinion of the County, being misused, or the conditions set forth are violated, and such misuse or violation continues after receipt by the City, written notice thereof from the County, the County shall remove the EVP System. Upon removal of the EVP System pursuant to this paragraph, the field wiring, cabinet wiring, detector receiver, infrared detector heads and indicator lamps and all other components shall become the property of the County.

XI. NOTICE

For purposes of delivery of any notices herein, the notice shall be effective if delivered to the County Administrator of Anoka County, 2100 Third Avenue, Anoka, Minnesota 55303, on behalf of the County, and to the City Administrator of City of Ramsey, 7550 Sunwood Dr. NW, Ramsey, MN 55303, on behalf of the City.

XII. INDEMNIFICATION

The City and County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

XIII. ENTIRE AGREEMENT REQUIREMENT OF WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hands on the dates written below.

COUNTY OF ANOKA

By:_____
Rhonda Sivarajah, Chair
Board of Commissioners

Dated:_____

ATTEST

By:_____
Jerry Soma
County Administrator

Dated:_____

RECOMMENDED FOR APPROVAL

By:_____
Douglas W. Fischer, P.E.
County Engineer

Dated:_____

APPROVED AS TO FORM

By:_____
Dan Klint
Assistant County Attorney

Dated:_____

CITY OF RAMSEY

By:_____
Sarah Strommen
Mayor

Dated:_____

By:_____
Kurt Ulrich
City Administrator

Dated:_____

By: _____
Joseph Langel
City Attorney

Dated: _____

EXHIBIT "C"

COST-SHARING AGREEMENT
FOR PROJECTS CONSTRUCTED IN ANOKA COUNTY
USING COUNTY STATE AID FUNDS OR LOCAL TAX LEVY DOLLARS

ITEMS	COUNTY SHARE	CITY SHARE
Concrete Curb & Gutter	50%	50%
Concrete Curb & Gutter for Median Construction	100%	0%
Concrete Median	100%	0*[1]
Concrete Sidewalk	0%	100%
Concrete Sidewalk Replacement	100%	0%
Bikeways	0%	100%
Bikeway Replacement	100%, Unless existing trail not placed at edge of R/W	0%
Construction or Adjustment of Local Utilities	0%	100%
Grading, Base and Bituminous	100%	0%
Storm Sewer	based on state aid letter*[2]	based on state aid letter*[2]
Driveway Upgrades	100%, in-kind	100%, of up-grades
Traffic Signals, new & replacements (communities larger than 5,000) w/ State Aid approved SJR	½ the cost of it's legs of the intersection	the cost of its legs of the intersection plus ½ the cost of the County legs of the intersection
Traffic Signals, new & replacements (communities less than 5,000) w/ State Aid approved SJR	100%	0%
Traffic Signal, w/o State Aid approved SJR	0%	100%
EVP	0%	100%
Engineering Services	*[3]	*[3]
Right-of-Way	100%*[4]	0%
Street Lights	0%	100%
Noise Walls	100%*[5]	0%*[5]

*1 The County pays for 100% of Standard Median Design such as plain concrete. If a local unit of government requests decorative median such as brick, stamped concrete, or landscaping, the local unit will pay the additional cost above the cost of standard median.

*2 In the event no State Aid is being used, or in the event the state aid letter does not determine cost split percentages, drainage cost shares will be computed by the proportion of contributing flow outside the County right of way to the total contributing flow.

*3 Engineering shall be paid by the Lead Agency except that any participating agency will pay construction engineering in the amount of 8% of the construction costs paid by that agency.

*4 In the event that the Township or City requests purchase of right-of-way in excess of those right-of-ways required by County construction, the Township or City participates to the extent an agreement can be reached in these properties. For instance, a Township or City may request a sidewalk be constructed alongside a County roadway which would require additional right-of-way, in which case the Township or City may pay for that portion of the right-of-way. Acquisition of right-of-way for new alignments shall be the responsibility of the Township or City in which the alignment is located. This provision may be waived by agreement with the County Board if the roadway replaces an existing alignment and the local unit of government takes jurisdiction of that existing alignment. In addition, any costs, including right-of-way costs, incurred by the County because a Township or City did not acquire sufficient right-of-way during the platting process or redevelopment process as requested by the County shall be paid by the Township or City.

*5 If previously notified, the City shall be responsible for future noise wall maintenance. Notification includes any letter to the agency indicating that noise will potentially be an issue in the future, likely received during the Plat Review Process. The County shall pay 100% of Standard Noise Wall Cost. If a local agency requests decorative noise walls, then the requesting agency will pay the additional cost above the cost of standard noise wall. Furthermore, should an agency request a noise wall to be built where not required by the applicable federal or state standard, the entire cost of the wall shall be borne by the requesting agency.

EXHIBIT "A" (SEPTEMBER 23, 2013)
SP 002-605-018
CSAH 5 (NOWTHEN BLVD) / ALPINE DR
SIGNAL INSTALLATION PROJECT

PRELIMINARY DESIGN LAYOUT

- PROPOSED BITUMINOUS SURFACE
- PROPOSED CONCRETE MEDIAN
- PROPOSED PAVED SHOULDER
- PROPOSED AGGREGATE SHOULDER
- EX. EDGE OF PAVEMENT
- EXISTING R/W

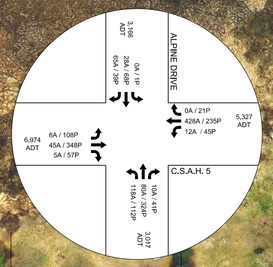
ANOKA COUNTY

0 100 SCALE IN FEET (32X28)

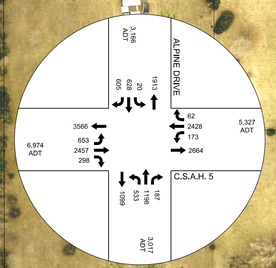
DESIGN	DRAWN BY	REVISED
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PRELIMINARY
SUBJECT TO CHANGE

ANOKA COUNTY TRAFFIC COUNT
JUNE 1, 2009



ANOKA COUNTY TRAFFIC COUNT
JUNE 1, 2009



BEGIN CONSTRUCTION
ALPINE DRIVE
STA. 62+64.80

END CONSTRUCTION
SP 002-605-018
STA. 45+51.62

BEGIN CONSTRUCTION
SP 002-605-018
STA. 12+45.23

END CONSTRUCTION
ALPINE DRIVE
STA. 78+11.05

NOWTHEN BLVD NW
CSAH 5
151ST LN NW
152ND WAY NW
155TH LN NW
KRYPTON TERRACE NW
KRYPTON ST NW
OLD CR 5
ALPINE DR NW
ALPINE DR
℄ CSAH 5 SB
℄ CSAH 5 NB
℄ ALPINE DR

Public Works Committee **5. 2.**

Meeting Date: 12/03/2013

By: Grant Riemer, Engineering/Public Works

Title:

Change in Institution Community Work Crew (ICWC) Contract

Purpose/Background:

The purpose of this report is to inform the Public Works Committee on the changes in the contract with the State of Minnesota and the work crew that is contracted through the Department of Corrections. Over the past several years the City of Ramsey has contracted with the Department of Corrections to use a work crew to help with various public works activities. The work crew consisted of 6-8 inmates and a guard/crew leader. Activities the crew performed included, mowing in our parks, striping athletic fields, cutting down diseased or damaged trees, chipping brush, sod work, etc.... Under the current contract the ICWC works one day a week, normally Wednesday, and work for 6-7 hours. The price of the current contract is $20,175.00, which is due to expire on 12/31/2013. The Department of Corrections has informed the Public Works Superintendent that they have received several inquiries from other cities requesting crews for additional days and for that reason they would not be able to renew our contract. It is in their financial best interest to move our crew to where the greater demand is than to expend the capitol needed to start up a new crew. The Department of Corrections has offered us a new contract where they would provide us a crew on a "as needed basis" There would be no cost to the city, until we utilized a crew.That cost would be $475.00/day for Monday-Thursday, and $67.50/hour for each overtime hour worked. They have a 4 day work week schedule, so Friday would be considered overtime. Most crews would be busy Monday- Thursday, so any crew we used would be more than likely at the overtime rate.

Timeframe:

10 minutes

Observations/Alternatives:

Although there are advantages in using the ICWC, such as a large work force at a reasonable labor rate, there are disadvantages as well. The work crew can not be split up. They all have to work in the same area where they can be monitored by the guard. Their skill set is basically limited to manual labor, they are not allowed to run equipment with the exception of power hand tools, so unless you have a very large project, people are not utilized to the fullest extent. Staff would like to work with the finance department to re allocate the money ear marked for the ICWC in the 2014 budget. Staff feels that the void left by the departure of the ICWC could best be filled by seasonal help or contracted services.

Funding Source:

General Fund budget 0311-6315 and 0452-6315

Recommendation:

Staff recommends entering into a one year contract with the Minnesota Department of Corrections for the occasional hire of their work crew on an as needed basis and to work with finance to reallocate funding in the 2014 general fund budget for either contracted services or temporary seasonal help.

Action:

Motion to accept staff recommendation and forward on to council for approval or
Motion to reject staff recommendation and choose an alternative based on committee discussion

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/21/2013 03:29 PM
Form Started By: Grant Riemer		Started On: 11/18/2013 02:15 PM
Final Approval Date: 11/21/2013		

Public Works Committee **5. 3.**

Meeting Date: 12/03/2013

Submitted For: Mark Riverblood, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Title:

Approve Utilization of Web-Based Facility Reservation System for Parks

Purpose/Background:

Currently, staff is using the Outlook Calendar to 'note' and schedule reservations for park facility use for the public - by fielding phone calls, e-mails, or in-person requests to reserve shelters, meeting spaces or athletic fields. In order to improve the efficiency internally, as well as for park patrons - staff would like authorization to migrate to a web-based system for the public to reserve these facilities.

Timeframe:

10 minutes.

Observations/Alternatives:

Staff has researched on-line scheduling websites and has identified a user friendly low cost site at www.supersaas.com This software allows the user to enter the website and view the amenities of each park as well as the availability of a certain location. If the user chooses a park space for any of the available amenities they will then continue onto the application process which would show as pending on the calendar until it is reviewed and approved by the Public Works Secretary or her backup. For the near future the applicant will still need to stop in or mail payment ***if*** there is a fee involved.

Since currently an applicant has to call in and request the availability of a certain park amenity, this software would avoid a good amount of the volume and staff time spent on phone calls reviewing the Outlook calendar, as well as minimizing double scheduling of park facilities. The on-line calendar would also a good communication mechanism for staff relative to park facility availability for the public, as well as the Anoka Ramsey Athletic Association (ARAA). The association is supportive of the proposed move to an on-line system as described.

The cost of the software is based on how many appointments are scheduled, and is as illustrated below:

	Package A	Package B	Package C	Package D	Package E
Max Bookings	100	300	600	900	1,500
1 Month	$8.00	$16.00	$26.00	$36.00	$46.00
3 Months	$23.00	$47.00	$77.00	$107.00	$137.00
1 Year	$92.00	$188.00	$308.00	$428.00	$548.00

Staff estimates that for lower reservation months the cost to the City may be $8 per month, with most peak months perhaps at $16 per month.

Funding Source:

While the afore referenced on-line park facility reservation system may cost the City an estimated $128 to $200 per year, Staff estimates that once implemented, and in use (especially by ARAA), that the net staff time cost savings may exceed this number. Meanwhile this amount is available within the proposed 2014 Parks Operating budget.

Additionally, there may be a small increase in facility rental revenue due to the ease in which people may find the right location for their event (and 24 hours per day, every day, instead of just 40 hours per week).

Recommendation:

As there is no long-term commitment, no software purchase required, and the City's IT Coordinator has fully investigated the proposed www.supersaas.com, Staff recommends proceeding with the change to an on-line park facility reservation system beginning (internally) immediately, and going 'live' in January 2014. It is important to note that Staff would continue to take calls and walk-up requests to reserve facilities and otherwise assist those who need help in reserving park spaces.

Action:

Motion to recommend to City Council, the migration to a web-based park facility reservation system as presented.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	MaryJo Warner	11/22/2013 12:52 PM
Mary Jo Warner (Originator)	MaryJo Warner	11/22/2013 12:52 PM
Mark Riverblood	MaryJo Warner	11/22/2013 01:10 PM
Mary Jo Warner (Originator)	MaryJo Warner	11/22/2013 01:13 PM
Mark Riverblood	Mark Riverblood	11/25/2013 10:30 AM
Grant Riemer	Grant Riemer	11/25/2013 01:04 PM
Kurt Ulrich	Kurt Ulrich	11/26/2013 11:38 AM
Form Started By: MaryJo Warner		Started On: 11/19/2013 08:53 AM
Final Approval Date: 11/26/2013		

Our Mission: To work together to responsibly grow our community, and to provie quality, cost-effective, an efficient government services

Public Works Committee **5. 4.**

Meeting Date: 12/03/2013
Submitted For: Grant Riemer, Engineering/Public Works
By: Grant Riemer, Engineering/Public Works

Title:
2014-2018 Capital Improvement Plan (CIP)

Purpose/Background:
Purpose: The Capital Improvement Plan (CIP) is a strategic planning tool to assist the City Council in identifying proposed capital improvement projects over the next five years.

The CIP is broken down into the following categories: Capital Improvement Bonding Projects, Equipment Replacement, Municipal Buildings, Park Improvements, Sewer Improvements, Site Acquisitions, Storm Water Improvements, Street Improvements, Street Light Improvements and Water Improvements.

Each project includes preliminary funding sources and appropriate background information citing needs and projected cost estimates. It should be noted that some projects are listed as unfunded, or cause future cash flows to become negative in respective funds. This is particularly true related to the funding for park improvements, street improvements and equipment replacement purchases. Their respective funding sources are depleted within the next couple of years. These projects are listed as they are deemed as possible future projects and contingent upon funding being determined at a later date.

Notification:
The Capital Improvement Plan is adopted at a regularly scheduled City Council meeting after a public hearing has been held.

Observations/Alternatives:
This is a draft form document only at this time, open for comment.

Funding Source:
Not Applicable

Recommendation:
Review draft 2014-2018 CIP.

Action:
Review of draft 2014-2018 CIP.

Attachments

Draft 2014-2018 CIP

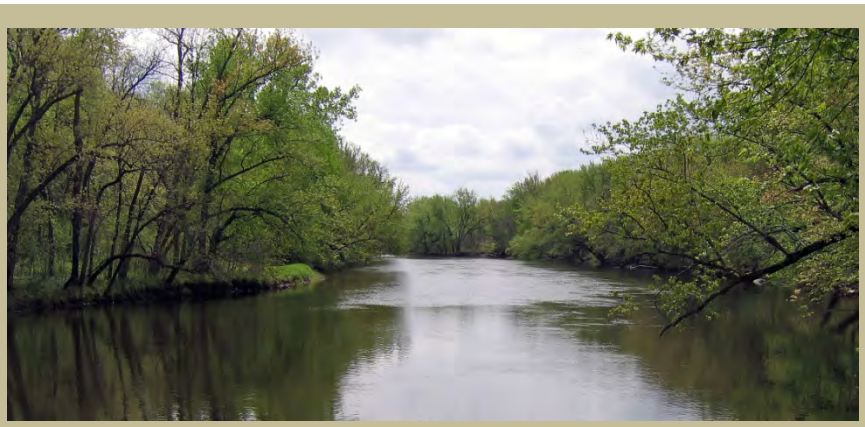
Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/21/2013 03:28 PM
Form Started By: Grant Riemer		Started On: 11/18/2013 01:42 PM
Final Approval Date: 11/21/2013		

CITY OF RAMSEY
CAPITAL IMPROVEMENT PROGRAM
2014-2018

The Capital Improvement Program document is a planning tool maintained by the city to identify future projects, related expenditures, and funding sources. All projects designated in the Capital Improvement Program are contingent upon availability of resources during the planned year. The total expenditure of projects includes city-funded sources as well as other resources such as grants, fees, bonding, etc.









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CITY OF RAMSEY
2014-2018
CAPITAL IMPROVEMENT PLAN

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INTRODUCTORY SECTION

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CITY OF RAMSEY

CAPITAL IMPROVEMENT/CAPITAL OUTLAY PLAN

2014-2018

Enclosed is the Ramsey Capital Improvements/Capital Outlay Plan (CIP) for the years 2014-2018. It has been prepared in an attempt to anticipate major capital expenditures in advance of the year in which they are budget requests. Further, several projects may interrelate or require other improvements prior to initiation, which would cause delays without prior planning. Additionally, projects may require budgeting over several years or receipt of funds from other sources (i.e. grants) requiring planning completion prior to the funding year. Finally, the plan enables a snapshot of the identified capital needs of the community allowing for continual prioritization of these needs.

Approval of the CIP by Council does not authorize spending or initiation of a given project. It does, however, provide a guide for the community for a whole array of private and public decision-making, impacted by public capital expenditures. Therefore, the CIP should receive ratification only if the Council perceives actions contemplated within the plan as reasonable and planned within justified time frames. It shall further be noted that initial project design of public infrastructure projects identified within this plan often begins two years or more prior to the date of construction.

The CIP is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction.

Capital improvements are improvements to land, streets, parks, utilities and buildings. This plan shows improvements with revenues projected from various funding sources. Improvements from the General Fund are those requiring a tax levy, referendum or similar other authority resulting in listed projects being less than certain. The other funding sources (except for intergovernmental revenue - grant funds) have increased stability over the general fund projects.

Specific information on the funding sources for each project is shown under the individual project. Cash flow projections are completed to examine the long-term stability of each fund and its ability to provide for planned expenditures.

The plan does not contain a specific designation which would denote project priorities. There is no weighting or matching of priorities between infrastructure types [streets, parks, utilities, building facilities] as each type of project generally has a funding source unique to the project type and from which funds cannot be reallocated.

Potential funding sources for capital improvement expenditures may include:

- General Funds
- Special Assessments
- General Obligation Bonds
- CIP General Obligation Bonds*
- Tax Increment Financing
- Economic Development Authority Levy
- Developer Fees
- Grants & Aids
- Utility Funds (Water, Sewer, Street Lights, Storm Water)
- Special Revenue Funds (Equipment Revolving, Lawful Gambling)
- Capital Project Funds (Facility, MSA, PIR)
- Trust Funds (Landfill, Park Improvement)
- Storm Water Levy
- Franchise Fees

**Only City Hall, Public Works facilities and Public Safety facilities may be financed with CIP General Obligation bonds under the CIP Act (Minnesota Statutes Chapter 475). Other capital improvements described in this plan as being financed under General Obligation Bonds may be financed with special assessment bonds under Minnesota Statutes, Chapter 429 and utility revenue bonds under Minnesota Statutes, Chapter 444.*

For a City to use its authority to finance expenditures under the CIP Act, it must meet the requirements provided therein. Specifically, the City Council must approve the sale of capital improvement bonds by a two-thirds vote of its membership. In addition, it must hold a public hearing for public input. Notice of such hearing must be published in the official newspaper of the City at least fourteen, but not more that twenty-eight days prior to the date of the public hearing. The City Council approves the CIP following the public hearing.

The bonds are not subject to referendum unless, within 30 days after the hearing, a petition is filed with the City Administrator signed by voters equal to at least five percent of the votes cast in the last general City election. In that event, the bonds are subject to a referendum, and may be issued only if approved by a majority of voters who vote on that question. If the referendum passes, the taxes to pay the debt service on the bonds would be levied on market value rather than tax capacity. However, if no timely petition is filed, the taxes to pay debt service are levied on tax capacity.

The CIP Act has established certain criteria that must be met. In accordance with these criteria, the City has considered the following eight points:

1. Condition of the City's infrastructure and need for the project
2. Demand for the improvement
3. Cost of the improvement
4. Availability of public resources
5. Level of overlapping debt
6. Const/benefits of alternative uses of funds
7. Operating costs of the proposed improvements
8. Options for shared facilities with other cities or local governments.

OVERVIEW SECTION

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

FUNDING SOURCE SUMMARY

Source	2014	2015	2016	2017	2018	Total
Capital Equipment Certificates		186,900				*186,900*
CIP Bonding		2,491,000	8,000,000			*10,491,000*
City of Anoka	10,000					*10,000*
City of Nowthen					20,000	*20,000*
Equipment Revolving Fund	481,950	264,350	758,350	185,450		*1,690,100*
Facility Fund	140,000		25,000			*165,000*
Fleet Vehicles					79,800	*79,800*
Franchise Fee	1,700,000	1,700,000	1,700,000	1,700,000	1,700,000	*8,500,000*
General Fund	500,000	500,000	500,000	810,685	1,227,350	*3,538,035*
GO Bonding			2,700,000		4,000,000	*6,700,000*
Grants and Aids	2,769,369	1,750,000	2,900,000		4,440,000	*11,859,369*
Landfill Trust Fund					90,000	*90,000*
Lawful Gambling Fund	110,000	40,000			55,000	*205,000*
MSA	1,441,000	2,225,000		3,200,000		*6,866,000*
Park Improvement Trust Fund	987,000	837,000	447,000	2,355,000	9,376,000	*14,002,000*
Public Improvement Revolving Fund	25,000	25,000	25,000	1,375,000	80,000	*1,530,000*
Revenue Bonding				9,700,000	8,700,000	*18,400,000*
Sewer Utility Fund	262,500		170,000	1,325,000	397,000	*2,154,500*
Storm Water Management Fund			330,000			*330,000*
Storm Water Utility Fund	465,000	175,000	1,235,000	385,000	425,000	*2,685,000*
Street Light Utility Fund	15,000	15,000	15,000	15,000	15,000	*75,000*
Tax Increment Fund #1			1,235,000			*1,235,000*
Tax Increment Fund #14		400,000	3,500,000			*3,900,000*
Tax Increment Fund #4	275,000					*275,000*
To Be Determined			1,500,000		461,300	*1,961,300*
Water Utility Fund	765,000	1,032,000	735,000	3,383,000	1,450,000	*7,365,000*
Youth Association	40,000	250,000				*290,000*
GRAND TOTAL	**9,986,819**	**11,891,250**	**25,775,350**	**24,434,135**	**32,516,450**	***104,604,004***

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Capital Improvement Bonding Projects								
Public Works Campus Building Improvements	06-BLDG-001	6			8,000,000			*8,000,000*
Fire Station #2 Rebuild	10-BLDG-001	6		2,491,000				*2,491,000*
Capital Improvement Bonding Projects Total				2,491,000	8,000,000			*10,491,000*
Eqpt Replacement								
NEW PHONE SYSTEM	11-IT-001	6	105,000					*105,000*
IT SERVER REPLACEMENT	11-IT-002	6	7,000					*7,000*
IT CH FIREWALL/SWITCHES	14-IT-001	6		7,000				*7,000*
IT PW-STR SWITCH REPLACEMENT	14-IT-002	6		5,000				*5,000*
IT PW-UTI SWITCH REPLACEMENT	14-IT-003	6		8,000				*8,000*
IT - UPS BATTERY REPLACEMENT	14-IT-004	6		9,000				*9,000*
Sidewalk Maintenance Machine	ADMIN-001	6		25,000				*25,000*
EQPT REPLACE-FORD TAURUS-403	ADMIN-403	6					13,500	*13,500*
EQPT REPLACE-2006 FORD TAURUS	ADMIN-404	6					13,500	*13,500*
EQPT REPLACE-2005 CHEVY COLORADO	BUILD-401	6					23,000	*23,000*
EQPT REPLACE-2006 FORD TAURUS	BUILD-405	6					13,800	*13,800*
EQPT REPLACE-2006 FORD TAURUS	BUILD-406	6					16,000	*16,000*
EQPT REPLACE-16R SIREN	CIVIL-16R	6				22,785		*22,785*
EQPT REPLACE-RICOH-COPIER-3	COPY-BUILD	6			13,500			*13,500*
EQPT REPLACE-AFICO COPIER 2035	COPY-POLICE1	6			17,500			*17,500*
ELECTION EQUIPMENT	ELECT-001	6	5,850	5,850	5,850	5,850	5,850	*29,250*
EQPT REPLACE-GRASS TRUCK #1	FIRE-504	6				48,000		*48,000*
EQPT REPLACE-RESCUE TRUCK #1	FIRE-564	6			80,000			*80,000*
FIRE CHIEF VEHICLE	FIRE-569	6					60,000	*60,000*
3 SQUADS FOR 2014	POL-314	6	87,000					*87,000*
3 SQUADS FOR 2015	POL-315	6		103,500				*103,500*
3 SQUADS FOR 2016	POL-316	6			98,000			*98,000*
3 SQUADS FOR 2017	POL-317	6				106,500		*106,500*
3 SQUADS FOR 2018	POL-318	6					106,500	*106,500*
EQPT REPLACE-2006 CHEVY IMPALA	POL-364	6			28,500			*28,500*
EQPT REPLACE-2006 CHEVY IMPALA-PD CAPTAIN	POL-365	6			25,000			*25,000*
EQPT REPLACE-2007 CHEVY IMPALA	POL-375	6				26,000		*26,000*
REPLACEMENT OF 2004 ARTIC CATATV W/PLOW	POL-387	6		11,000				*11,000*
REPLACEMENT OF 2004 POLARIS ATV W/PLOW	POL-388	6			11,000			*11,000*
EQPT REPLACE-2001 RADAR TRAILER	POL-RDR	6		15,000				*15,000*
EQPT REPLACE-2004 PULL BEHIND PTO MOWER	PW-004	6			24,000			*24,000*
EQPT REPLACE-2006 NEW MOWING PACKAGE	PW-008	6	36,000					*36,000*

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
EQPT REPLACE-2006 TANDEM PLOW TRUCK	PW-009	6					175,000	*175,000*
EQPT REPLACE-BUCKET/BOOM TRUCK	PW-015	6					100,000	*100,000*
EQPT REPLACE-MOBILE AIR COMPRESSOR	PW-016	6					65,000	*65,000*
EQPT REPLACE-ENGINEER VEHICLE 2	PW-402	6					28,000	*28,000*
EQPT REPLACE-2006 ENGINEER CAR	PW-407	6					23,000	*23,000*
EQPT REPLACE-1996 CASE LOADER W/PLOW & WING	PW-601	6			186,000			*186,000*
EQPT REPLACE-1984 JOHN DEERE TRACTOR 4x4	PW-611	6	54,200					*54,200*
EQPT REPLACE-1991 CHIPPER	PW-619	6			22,000			*22,000*
EQPT REPLACE-1999 STERLING SNOWPLOW TRUCK	PW-632	6	186,900					*186,900*
EQPT REPLACE-2001 JOHN DEERE MOWER	PW-635	6		20,000				*20,000*
EQPT REPLACE-2002 SNOWPLOW TRUCK	PW-636	6			186,000			*186,000*
EQPT REPLACE-2002 3/4 TON TRUCK 4x4 (WATER DEPT)	PW-637	6	45,000					*45,000*
EQPT REPLACE-ENGINEERING VEHICLE	PW-638	6		35,000				*35,000*
EQPT REPLACE-2003 MULE	PW-639	6		20,000				*20,000*
EQPT REPLACE-2003 1 TON TRUCK 4x4	PW-640	6			61,000			*61,000*
EQPT REPLACE-ELGIN SWEEPER (STORM WATER DEPT)	PW-642	6				180,000		*180,000*
EQPT REPLACE-2004 SNOWPLOW TRUCK	PW-644	6				186,000		*186,000*
EQPT REPLACE-2004 TOOL CAT	PW-645	6				54,000		*54,000*
EQPT REPLACE-2005 3/4 TON TRUCK 4x4 W/PLOW	PW-651	6				47,000		*47,000*
EQPT REPLACE-2005 UTILITY TRUCK	PW-652	6				50,000		*50,000*
EQPT REPLACE-3/4 TON 4x4 TRUCK	PW-653	6					43,000	*43,000*
EQPT REPLACE-2006 3/4 TON TRUCK 2x4	PW-654	6					22,000	*22,000*
EQPT REPLACE-SIDEWALK MAINTENANCE MACHINE	PW-655	6					99,000	*99,000*
SNOW PLOW TRUCK - SINGLE AXLE W/PLOW	PW-656	6		186,900				*186,900*
1-TON TRUCK WITH BOOM (WATER DEPT)	PW-677	6	49,000					*49,000*
Eqpt Replacement Total			575,950	451,250	758,350	726,135	807,150	*3,318,835*
Municipal Building								
Community Center Construction	04-BLDG-002	6					4,000,000	*4,000,000*
Old Town Hall Restoration	08-BLDG-005	6					221,300	*221,300*
Sprinkler System @ Fire Station #1	10-BLDG-004	6			25,000			*25,000*
RESURFACE PD GARAGE FLOOR	14-BLDG-001	6	15,000					*15,000*
Parking Ramp Storage Room	14-BLDG-002	6	25,000					*25,000*
Municipal Building Total			40,000		25,000		4,221,300	*4,286,300*
Park Improvement								
Elmcrest Creek Trail to Central Park	04-PARK-002	5					300,000	*300,000*
Elmcrest Park Entrance & Signage	04-PARK-003	6	50,000					*50,000*
Ford Brook Park Playground Equipment	04-PARK-006	6					70,000	*70,000*
Lake Itasca Community Park	04-PARK-007	6			400,000	400,000	400,000	*1,200,000*
Trott Brook Trail Corridor	04-PARK-014	5					4,015,000	*4,015,000*
Drinking Fountains/Misting Station	06-PARK-002	6	7,000	7,000	7,000			*21,000*
Community Building & Playground for Elmcrest Park	06-PARK-005	6	815,000					*815,000*
Redevelopment of Central Park	06-PARK-008	6		775,000				*775,000*

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Irrigation for Titterud Park	06-PARK-010	6					76,000	*76,000*
Observation boardwalk - Lake Itasca	06-PARK-011	6		40,000				*40,000*
Rabbit Park Phase Two	06-PARK-012	6					125,000	*125,000*
Observation deck on the Mississippi east Dolomite	06-PARK-015	6					55,000	*55,000*
Mississippi River Park Development-Bridge location	06-PARK-016	6				750,000		*750,000*
Redevelopment of Hunters Hill	06-PARK-017	5					500,000	*500,000*
Trail Connections	06-PARK-019	6	300,000	400,000				*700,000*
Village Square Commons	07-PARK-001	6			3,000,000			*3,000,000*
Landscape Improvements for Parks	08-PARK-001	6	5,000	5,000	5,000	5,000	5,000	*25,000*
Mississippi River Trail West	08-PARK-002	6		1,650,000				*1,650,000*
Lake Ramsey Park	08-PARK-004	6					4,000,000	*4,000,000*
The Draw (Ballfield Area)	08-PARK-005	6				1,200,000		*1,200,000*
Mississippi Skyway over TH10 Near rail Station	08-PARK-008	6			2,600,000			*2,600,000*
Multi-Sports Facility	09-PARK-001	6					475,000	*475,000*
Alpine Park Winter Facilities	11-PARK-003	6					2,500,000	*2,500,000*
The Draw Water Quality Fountains	12-PARK-004	6	15,000					*15,000*
The Draw Grates	12-PARK-006	6	10,000					*10,000*
McKinley Trail Connection to Anoka	12-PARK-008	6	20,000					*20,000*
Lions Pavilion Improvements	14-PARK-001	6	10,000					*10,000*
Park Improvement Total			1,232,000	2,877,000	6,012,000	2,355,000	12,521,000	*24,997,000*
Sewer Utility Improvement								
Abandon Liftstation Wildlife Sanctuary	04-SEW-001	6					352,000	*352,000*
Northeast Sanitary Sewer & Watermain Ext	05-SEW-001	6				1,300,000		*1,300,000*
West Mississippi Park Sewer Service	08-SEW-002	6			170,000			*170,000*
Abandon Lift Station River Pines	08-SEW-004	6					45,000	*45,000*
Replace Cabinet at Lift Station 1	12-SEW-001	6	40,000					*40,000*
Fire Station 1 Sanitary Sewer Service	12-SEW-002	6	20,000					*20,000*
Extend Sewer from Armstrong to East of Alpaca	12-SEW-003	6	202,500					*202,500*
Sewer Utility Improvement Total			262,500		170,000	1,300,000	397,000	*2,129,500*
Site Acquisition								
Sixth Community Park (north central Ramsey)	06-ACQ-001	6					1,000,000	*1,000,000*
Acquire outlots "A" in Rivers Bluff and Reilly Est	06-ACQ-002	5					20,000	*20,000*
Bunker Lake Extension Prop ROW to Alpine Drive	07-ACQ-003	6			1,500,000			*1,500,000*
Site Acquisition for Water Treatment Plant	07-ACQ-004	6		1,000,000				*1,000,000*
Alpaca Estates Outlot	08-ACQ-002	6			35,000			*35,000*
Land for Future Fire Station #4	09-ACQ-006	6	100,000					*100,000*
Site Acquisition Total			100,000	1,000,000	1,535,000		1,020,000	*3,655,000*
Storm Water Utility Improvement								
Annual Sediment Pond Cleaning	04-STRM-004	6	25,000	25,000	25,000	25,000	25,000	*125,000*
County Ditch #43 Cleaning	04-STRM-005	6			150,000			*150,000*
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STRM-011	6			560,000			*560,000*
West Mississippi Outlet	04-STRM-014	5					250,000	*250,000*
Annual Drainage Enhancements	11-STRM-001	6	75,000	75,000	75,000	75,000	75,000	*375,000*

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
River Storm Water Discharge Treatment	11-STRM-002	6	75,000	75,000	75,000	75,000	75,000	*375,000*
Whispering Pines Estates Plat 2 Storm Sewer	11-STRM-003	6			330,000			*330,000*
Stormwater Drainage Improvements	12-STRM-001	6	30,000		350,000	30,000		*410,000*
Storm Sewer South of Bunker Lake Blvd	13-STRM-001	6	250,000					*250,000*
Storm Water Utility Improvement Total			455,000	175,000	1,565,000	205,000	425,000	*2,825,000*
Street Improvement								
Annual Street Reconstruction Program	04-STR-001	6	1,000,000	2,200,000	2,200,000	2,200,000	2,200,000	*9,800,000*
McKinley Street	04-STR-006	6			1,235,000			*1,235,000*
North Highway 10 Frontage Road	04-STR-007	5					440,000	*440,000*
Zeolite Roadway Improvements	04-STR-012	6		400,000				*400,000*
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STR-014	6			3,500,000			*3,500,000*
Variolite Street (Alpine Dr. to Ramsey Town Ctr.)	04-STR-018	6				1,700,000		*1,700,000*
County Road 5/Alpine Drive Realignment & Signals	06-STR-002	6	1,567,000					*1,567,000*
Single Road Access Areas	06-STR-003	6	25,000	25,000	25,000	25,000	25,000	*125,000*
Veterans Drive Streetscape	08-STR-002	5					240,000	*240,000*
River Pines Lift Station Street Connection	08-STR-005	6					55,000	*55,000*
Bunker Lake Blvd Sunwood Drive Signal	12-STR-001	6		225,000				*225,000*
Bunker Lake Blvd Extension	12-STR-003	6		2,000,000				*2,000,000*
167th Avenue Extension	12-STR-004	6				1,500,000		*1,500,000*
Garnet Street Reconstruction	12-STR-005	6	1,200,000					*1,200,000*
Riverdale Drive Extension Traprock - Armstrong	12-STR-007	6	2,168,000					*2,168,000*
Reconstruct Riverdale Drive to Tungston Street	12-STR-008	6				1,350,000		*1,350,000*
Construct Center Street (COR)	14-STR-001	6	650,369					*650,369*
Street Improvement Total			6,610,369	4,850,000	6,960,000	6,775,000	2,960,000	*28,155,369*
Street Light Utility Improvement								
Priority D Street Lights	05-STLT-001	6	15,000	15,000	15,000	15,000	15,000	*75,000*
Street Light Utility Improvement Total			15,000	15,000	15,000	15,000	15,000	*75,000*
Water Utility Improvement								
WM Looping: Alpine Dr. (CSAH 5 to Krypton St.)	04-WTR-001	6	100,000					*100,000*
Renovate Pump House 2	04-WTR-004	5					49,000	*49,000*
Complete Pump House 3	04-WTR-005	6					60,000	*60,000*
The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)	04-WTR-009	6			350,000			*350,000*
Water Treatment Plant Construction	04-WTR-017	6				9,700,000	8,700,000	*18,400,000*
Watermain Looping: (Ramsey Blvd to Armstrong Blvd)	04-WTR-018	6	521,000					*521,000*
1.5 MG Ground Storage Reservoir	05-WTR-004	6				2,000,000		*2,000,000*
Well Rehabilitation & Pump Replacement	07-WTR-001	6	30,000	32,000	35,000	38,000	41,000	*176,000*
River Pines Lift Station Water Connection	08-WTR-003	6				20,000		*20,000*
Fire Station #1 Extension of Water	11-WTR-003	6	25,000					*25,000*
Watermain Sunfish Lk Blvd	12-WTR-001	6			350,000			*350,000*
REFURBISH WATER TOWER #2	14-WTR-001	6				1,300,000		*1,300,000*
REFURBISH WATER TOWER #1	14-WTR-002	6					1,300,000	*1,300,000*
PUMP HOUSE #1 BUILDING REPAIRS	14-WTR-003	6	20,000					*20,000*

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Water Utility Improvement Total			696,000	32,000	735,000	13,058,000	10,150,000	*24,671,000*
GRAND TOTAL			9,986,819	11,891,250	25,775,350	24,434,135	32,516,450	*104,604,004*

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City of Ramsey, Minnesota

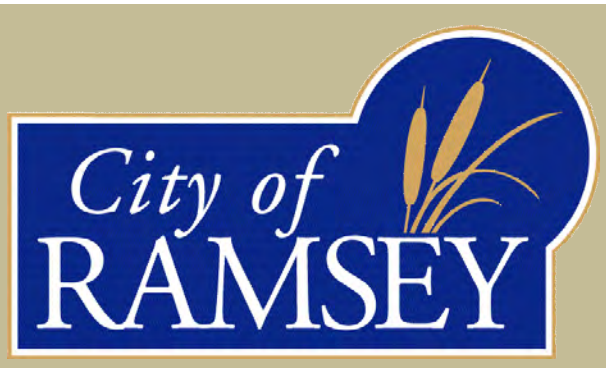
Capital Improvement Program

2014 thru 2018

DEPARTMENT SUMMARY

Department	2014	2015	2016	2017	2018	Total
Capital Impr Bonding Projects		2,491,000	8,000,000			*10,491,000*
Eqpt Replacement	575,950	451,250	758,350	726,135	807,150	*3,318,835*
Municipal Buildings	40,000		25,000		4,221,300	*4,286,300*
Park Improvements	1,232,000	2,877,000	6,012,000	2,355,000	12,521,000	*24,997,000*
Sewer Utility	262,500		170,000	1,300,000	397,000	*2,129,500*
Site Acquisitions	100,000	1,000,000	1,535,000		1,020,000	*3,655,000*
Stormwater Utility	455,000	175,000	1,565,000	205,000	425,000	*2,825,000*
Street Improvements	6,610,369	4,850,000	6,960,000	6,775,000	2,960,000	*28,155,369*
Street Light Utility	15,000	15,000	15,000	15,000	15,000	*75,000*
Water Utility	696,000	32,000	735,000	13,058,000	10,150,000	*24,671,000*
TOTAL	**9,986,819**	**11,891,250**	**25,775,350**	**24,434,135**	**32,516,450**	***104,604,004***

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CAPITAL IMPROVEMENT BONDING

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Capital Improvement Bonding Projects								
Public Works Campus Building Improvements	06-BLDG-001	6			8,000,000			*8,000,000*
Fire Station #2 Rebuild	10-BLDG-001	6		2,491,000				*2,491,000*
Capital Improvement Bonding Projects Total				2,491,000	8,000,000			*10,491,000*
GRAND TOTAL				2,491,000	8,000,000			*10,491,000*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Capital Impr Bonding Projects
Contact

Project # 06-BLDG-001
Project Name Public Works Campus Building Improvements

Type Buildings
Useful Life 50 Years
Category Capital Improvement Bonding
Priority 6-Planned
Status Active
Total Project Cost: **$11,000,000**

Description

This project contemplates acquisition of 25 acres for a new public works campus and construction of the first phase of buildings to serve the needs of the community. The 2006 salt storage building can be relocated to the site.

CIP Act Criteria:

1. Conditions of City Infrastructure and Need for the Project:
   The present public works site is landlocked and current size cannot be expanded to meet expected future growth.

2. Demand for Improvement:
   As described above, the site doesn't meet the needs of the future.

3. Costs of the Improvement:
   Land : $3,000,000
   Building: $8,000,000

4. Availability of Public Resources:
   The project may be funded by a combination of general property tax levy and available resources on hand. In addition, the bonds would be secured by the City's full faith and credit.

5. Relative Costs and Benefits of Alternative Uses of the Funds:
   There are no significant alternatives for funds designated for this project.

6. Operating Costs of the Proposed Investments:
   There would be no operating costs for the first five years. The land will be held and developed as growth occurs.

7. Options for Shared Facilities with Other Cities or Local Government:
   Not applicable; the site currently exists and is located next to current PW facility.

8. Level of Overlapping Debt:

Justification

The City population is projected to continue to grow. Staff has polled other municipalities that are currently the size of Ramsey's projected growth. This proposed area is the median size for a public works campus. The present campus is land locked and cannot be expanded to meet this median size. This project anticipates land acquisition and the start of a public works campus that can grow as the city grows.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
3,000,000	Building Cost/Construction			8,000,000			8,000,000
Total	Total			8,000,000			8,000,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
3,000,000	CIP Bonding			8,000,000			8,000,000
Total	Total			8,000,000			8,000,000

Capital Improvement Program

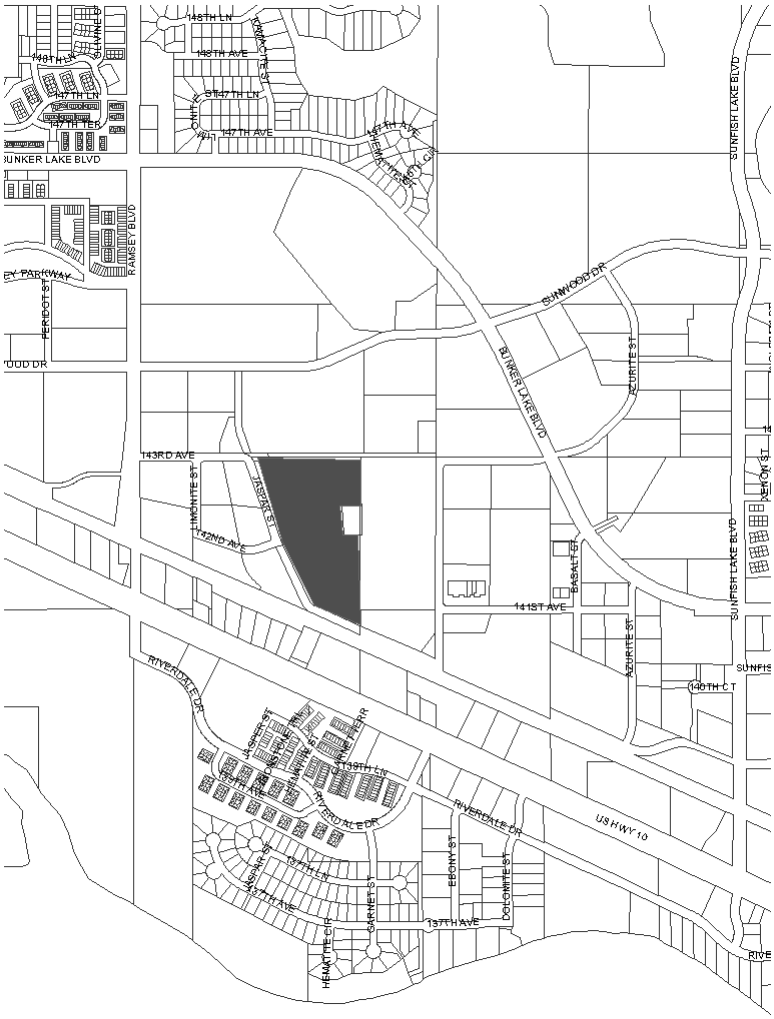
City of Ramsey, Minnesota

2014 *thru* 2018

Department Capital Impr Bonding Projects

Contact

Project #	**06-BLDG-001**
Project Name	**Public Works Campus Building Improvements**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Capital Impr Bonding Projects
Contact

Project # 10-BLDG-001
Project Name Fire Station #2 Rebuild

Type Buildings
Useful Life 50 Years
Category Capital Improvement Bonding
Priority 6-Planned
Status Active
Total Project Cost: **$2,581,000**

Description

This project encompasses the rebuilding of the current Fire Station #2. Planned location for new construction is along Alpine Dr. Project cost does not include demo of old city hall and police station.

CIP Act Criteria:
1. Conditions of City Infrastructure and Need for the Project: Currently the building has been scheduled for replacement due to the current condition not meeting the needs of a fire station. Also the current building and property are being actively marketed for demolition/rebuild for a willing buyer.

2. Demand for Improvement: Current facility has many issues including inadequate space, HVAC system needs, domestic water problems, etc. A 2.4 acre site adjacent to this property has been chosen as a replacement site.

3. Costs of the Improvement:
Land/Building/Construction: $2,491,000

4. Availability of Public Resources: The project may be funded by a combination of general property tax levy and available resources on hand. In addition, the bonds would be secured by the City's full faith and credit.

5. Relative Costs and Benefits of Alternative Uses of the Funds: There are no significant alternatives for funds designated for this project.

6. Operating Costs of the Proposed Investments: Operating costs will be comparable or less than the current building largely due to heating/cooling systems being more efficient than the current site. Also, much smaller square footage will be involved with a new buiding verse heating and cooling the entire "old city hall".

7. Options for Shared Facilities with Other Cities or Local Government: Options for mutal use include a planned space for police patrol to use as a report writing location. Also, future may see ambulance service staging from this location.

8. Level of Overlapping Debt:

Justification

Too little space, unsafe condition in old fire station, on-going problems with HVAC systems, water problems in parts of building.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
90,000	Building Cost/Construction		2,241,000				2,241,000
Total	Furnishings/Equipment		110,000				110,000
	Other		140,000				140,000
	Total		2,491,000				2,491,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
90,000	CIP Bonding		2,491,000				2,491,000
Total	**Total**		2,491,000				2,491,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Capital Impr Bonding Projects

Contact

Project #	**10-BLDG-001**
Project Name	**Fire Station #2 Rebuild**



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City of RAMSEY

EQUIPMENT REPLACEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Eqpt Replacement								
NEW PHONE SYSTEM	11-IT-001	6	105,000					*105,000*
IT SERVER REPLACEMENT	11-IT-002	6	7,000					*7,000*
IT CH FIREWALL/SWITCHES	14-IT-001	6		7,000				*7,000*
IT PW-STR SWITCH REPLACEMENT	14-IT-002	6		5,000				*5,000*
IT PW-UTI SWITCH REPLACEMENT	14-IT-003	6		8,000				*8,000*
IT - UPS BATTERY REPLACEMENT	14-IT-004	6		9,000				*9,000*
Sidewalk Maintenance Machine	ADMIN-001	6		25,000				*25,000*
EQPT REPLACE-FORD TAURUS-403	ADMIN-403	6					13,500	*13,500*
EQPT REPLACE-2006 FORD TAURUS	ADMIN-404	6					13,500	*13,500*
EQPT REPLACE-2005 CHEVY COLORADO	BUILD-401	6					23,000	*23,000*
EQPT REPLACE-2006 FORD TAURUS	BUILD-405	6					13,800	*13,800*
EQPT REPLACE-2006 FORD TAURUS	BUILD-406	6					16,000	*16,000*
EQPT REPLACE-16R SIREN	CIVIL-16R	6				22,785		*22,785*
EQPT REPLACE-RICOH-COPIER-3	COPY-BUILD	6			13,500			*13,500*
EQPT REPLACE-AFICO COPIER 2035	COPY-POLICE1	6			17,500			*17,500*
ELECTION EQUIPMENT	ELECT-001	6	5,850	5,850	5,850	5,850	5,850	*29,250*
EQPT REPLACE-GRASS TRUCK #1	FIRE-504	6				48,000		*48,000*
EQPT REPLACE-RESCUE TRUCK #1	FIRE-564	6			80,000			*80,000*
FIRE CHIEF VEHICLE	FIRE-569	6					60,000	*60,000*
3 SQUADS FOR 2014	POL-314	6	87,000					*87,000*
3 SQUADS FOR 2015	POL-315	6		103,500				*103,500*
3 SQUADS FOR 2016	POL-316	6			98,000			*98,000*
3 SQUADS FOR 2017	POL-317	6				106,500		*106,500*
3 SQUADS FOR 2018	POL-318	6					106,500	*106,500*
EQPT REPLACE-2006 CHEVY IMPALA	POL-364	6			28,500			*28,500*
EQPT REPLACE-2006 CHEVY IMPALA-PD CAPTAIN	POL-365	6			25,000			*25,000*
EQPT REPLACE-2007 CHEVY IMPALA	POL-375	6				26,000		*26,000*
REPLACEMENT OF 2004 ARTIC CATATV W/PLOW	POL-387	6		11,000				*11,000*
REPLACEMENT OF 2004 POLARIS ATV W/PLOW	POL-388	6			11,000			*11,000*
EQPT REPLACE-2001 RADAR TRAILER	POL-RDR	6		15,000				*15,000*
EQPT REPLACE-2004 PULL BEHIND PTO MOWER	PW-004	6			24,000			*24,000*
EQPT REPLACE-2006 NEW MOWING PACKAGE	PW-008	6	36,000					*36,000*
EQPT REPLACE-2006 TANDEM PLOW TRUCK	PW-009	6					175,000	*175,000*
EQPT REPLACE-BUCKET/BOOM TRUCK	PW-015	6					100,000	*100,000*
EQPT REPLACE-MOBILE AIR COMPRESSOR	PW-016	6					65,000	*65,000*
EQPT REPLACE-ENGINEER VEHICLE 2	PW-402	6					28,000	*28,000*
EQPT REPLACE-2006 ENGINEER CAR	PW-407	6					23,000	*23,000*
EQPT REPLACE-1996 CASE LOADER W/PLOW & WING	PW-601	6			186,000			*186,000*

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
EQPT REPLACE-1984 JOHN DEERE TRACTOR 4x4	PW-611	6	54,200					*54,200*
EQPT REPLACE-1991 CHIPPER	PW-619	6			22,000			*22,000*
EQPT REPLACE-1999 STERLING SNOWPLOW TRUCK	PW-632	6	186,900					*186,900*
EQPT REPLACE-2001 JOHN DEERE MOWER	PW-635	6		20,000				*20,000*
EQPT REPLACE-2002 SNOWPLOW TRUCK	PW-636	6			186,000			*186,000*
EQPT REPLACE-2002 3/4 TON TRUCK 4x4 (WATER DEPT)	PW-637	6	45,000					*45,000*
EQPT REPLACE-ENGINEERING VEHICLE	PW-638	6		35,000				*35,000*
EQPT REPLACE-2003 MULE	PW-639	6		20,000				*20,000*
EQPT REPLACE-2003 1 TON TRUCK 4x4	PW-640	6			61,000			*61,000*
EQPT REPLACE-ELGIN SWEEPER (STORM WATER DEPT)	PW-642	6				180,000		*180,000*
EQPT REPLACE-2004 SNOWPLOW TRUCK	PW-644	6				186,000		*186,000*
EQPT REPLACE-2004 TOOL CAT	PW-645	6				54,000		*54,000*
EQPT REPLACE-2005 3/4 TON TRUCK 4x4 W/PLOW	PW-651	6				47,000		*47,000*
EQPT REPLACE-2005 UTILITY TRUCK	PW-652	6				50,000		*50,000*
EQPT REPLACE-3/4 TON 4x4 TRUCK	PW-653	6					43,000	*43,000*
EQPT REPLACE-2006 3/4 TON TRUCK 2x4	PW-654	6					22,000	*22,000*
EQPT REPLACE-SIDEWALK MAINTENANCE MACHINE	PW-655	6					99,000	*99,000*
SNOW PLOW TRUCK - SINGLE AXLE W/PLOW	PW-656	6		186,900				*186,900*
1-TON TRUCK WITH BOOM (WATER DEPT)	PW-677	6	49,000					*49,000*
Eqpt Replacement Total			575,950	451,250	758,350	726,135	807,150	*3,318,835*
GRAND TOTAL			575,950	451,250	758,350	726,135	807,150	*3,318,835*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # 11-IT-001
Project Name NEW PHONE SYSTEM

Department Eqpt Replacement
Contact
Type Equipment
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$105,000**

Description

Replace phone system at Municipal Center

Justification

The current phone system was purchased in 2001. It is reaching its end of useful life cycle and will no longer be supported. The current system is a hybrid of switch technology and IP phones. The ideal solution would be to change to all IP technology to keep up with current industry standards.

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment	105,000					105,000
Total	105,000					105,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund	105,000					105,000
Total	105,000					105,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # 11-IT-002

Project Name IT SERVER REPLACEMENT

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 3
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$7,000**

Description

Install new server to replace RA-CMS for police.

Justification

This serves as the repository for all squad car video cameras. The current server has reached its end of support.

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment	7,000					7,000
Total	7,000					7,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund	7,000					7,000
Total	7,000					7,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # 14-IT-001

Project Name IT CH FIREWALL/SWITCHES

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 3
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$7,000**

Description

Replacement of existing firewalls and data switches at municipal center.

Justification

Our firewall and data switches are in need of replacement. The equipment currently in place is over six years old and is approaching their expected useful life. Upgrading this equipment will improve the city's network infrastructure, allowing us to utilize faster speeds to increase productivity as well as safeguard us against unexpected failure from aging equipment.

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		7,000				7,000
Total		7,000				7,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		7,000				7,000
Total		7,000				7,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # 14-IT-002

Project Name IT PW-STR SWITCH REPLACEMENT

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 3
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$5,000**

Description

Replacement of existing firewalls and data switches at public works facility

Justification

Our firewall and data switches are in need of replacement. The equipment currently in place is over six years old and is approaching their expected useful life. Upgrading this equipment will improve the city's network infrastructure, allowing us to utilize faster speeds to increase productivity as well as safeguard us against unexpected failure from aging equipment.

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		5,000				5,000
Total		5,000				5,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		5,000				5,000
Total		5,000				5,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # 14-IT-003

Project Name IT PW-UTI SWITCH REPLACEMENT

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 3
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$8,000**

Description

Replacement of existing firewalls and data switches at MAIN public works facility

Justification

Our firewall and data switches are in need of replacement. The equipment currently in place is over six years old and is approaching their expected useful life. Upgrading this equipment will improve the city's network infrastructure, allowing us to utilize faster speeds to increase productivity as well as safeguard us against unexpected failure from aging equipment.

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		8,000				8,000
Total		8,000				8,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		8,000				8,000
Total		8,000				8,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # 14-IT-004

Project Name IT - UPS BATTERY REPLACEMENT

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 3
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$9,000**

Description

The UPS is the city's battery backup in case of a power outage. The UPS resides in the server room and would provide electrical power until outside generators fire up.

Justification

The UPS system requires its batteries to be replaced every several years as part of maintenance. This is to ensure that in the event of an outage the system's batteries are able to sustain the load of the city's internal systems.

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		9,000				9,000
Total		9,000				9,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		9,000				9,000
Total		9,000				9,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # ADMIN-001

Project Name Sidewalk Maintenance Machine

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 6
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$25,000**

Description

Replace Current Admin Sidewalk machine purchased used from Andover in 2007.

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		25,000				25,000
Total		25,000				25,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		25,000				25,000
Total		25,000				25,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # ADMIN-403

Project Name EQPT REPLACE-FORD TAURUS-403

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$13,500**

Description

2005 FORD TAURUS $11,268.25 Accum Depr: $11,268.25
Asset # 2087

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					13,500	13,500
Total					13,500	13,500

Funding Sources	2014	2015	2016	2017	2018	Total
Fleet Vehicles					13,500	13,500
Total					13,500	13,500

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # ADMIN-404

Project Name EQPT REPLACE-2006 FORD TAURUS

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$13,500**

Description

Asset # 2135

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					13,500	13,500
Total					13,500	13,500

Funding Sources	2014	2015	2016	2017	2018	Total
Fleet Vehicles					13,500	13,500
Total					13,500	13,500

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # BUILD-401

Project Name EQPT REPLACE-2005 CHEVY COLORADO

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 7 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$23,000**

Description

2005 CHEVY COLORADO

Acquired: 4/14/05 $25,105.07

Asset # 2076

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					23,000	23,000
Total					23,000	23,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					23,000	23,000
Total					23,000	23,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # BUILD-405

Project Name EQPT REPLACE-2006 FORD TAURUS

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$13,800**

Description

Asset # 2136

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					13,800	13,800
Total					13,800	13,800

Funding Sources	2014	2015	2016	2017	2018	Total
Fleet Vehicles					13,800	13,800
Total					13,800	13,800

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # BUILD-406

Project Name EQPT REPLACE-2006 FORD TAURUS

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$16,000**

Description

Asset # 2137

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					16,000	16,000
Total					16,000	16,000

Funding Sources	2014	2015	2016	2017	2018	Total
Fleet Vehicles					16,000	16,000
Total					16,000	16,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # CIVIL-16R
Project Name EQPT REPLACE-16R SIREN

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: $22,785

Description

Bunker/Azurite

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment				22,785		22,785
Total				22,785		22,785

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund				22,785		22,785
Total				22,785		22,785

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # COPY-BUILD
Project Name EQPT REPLACE-RICOH-COPIER-3

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 6
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$13,500**

Description

Date Acquired: 8/31/04 $11,708.88
Asset # 1989

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			13,500			13,500
Total			13,500			13,500

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			13,500			13,500
Total			13,500			13,500

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # COPY-POLICE1

Project Name EQPT REPLACE-AFICO COPIER 2035

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 12
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$17,500**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			17,500			17,500
Total			17,500			17,500

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			17,500			17,500
Total			17,500			17,500

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # ELECT-001
Project Name ELECTION EQUIPMENT

Department Eqpt Replacement
Contact
Type Equipment
Useful Life
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$35,100**

Description

Purchase elections equipment at an approximate cost of $6,000 per precinct. 8 precincts.

Justification

This will be a County-wide purchase of new elections equipment.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
5,850	Furnishings/Equipment	5,850	5,850	5,850	5,850	5,850	29,250
Total	Total	5,850	5,850	5,850	5,850	5,850	29,250

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
5,850	Equipment Revolving Fund	5,850	5,850	5,850	5,850		23,400
Total	General Fund					5,850	5,850
	Total	5,850	5,850	5,850	5,850	5,850	29,250

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # FIRE-504

Project Name EQPT REPLACE-GRASS TRUCK #1

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 20
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$48,000**

Description

1989 F250 4x4 Pumping unit may be able to be reused.
Date Acquired: 12/8/88 $14,385 Accum Dep: $14,385
Asset # 1073

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment				48,000		48,000
Total				48,000		48,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund				48,000		48,000
Total				48,000		48,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # FIRE-564

Project Name EQPT REPLACE-RESCUE TRUCK #1

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 15

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$80,000**

Description

2000 Rescue truck. No carried water or pump.

Useful life estimated at 15 years

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			80,000			80,000
Total			80,000			80,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			80,000			80,000
Total			80,000			80,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # FIRE-569

Project Name FIRE CHIEF VEHICLE

Department Eqpt Replacement

Contact

Type Equipment

Useful Life 10

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$60,000**

Description

Replacement of Fire Chief's 2007 Vehicle.

Estimated useful life is 10 years.

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					60,000	60,000
Total					60,000	60,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					60,000	60,000
Total					60,000	60,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-314
Project Name 3 SQUADS FOR 2014

Department Eqpt Replacement
Contact
Type Equipment
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$87,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment	87,000					87,000
Total	87,000					87,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund	87,000					87,000
Total	87,000					87,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-315
Project Name 3 SQUADS FOR 2015

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$103,500**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		103,500				103,500
Total		103,500				103,500

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		103,500				103,500
Total		103,500				103,500

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-316
Project Name 3 SQUADS FOR 2016

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$98,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			98,000			98,000
Total			98,000			98,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			98,000			98,000
Total			98,000			98,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-317
Project Name 3 SQUADS FOR 2017

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$106,500**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment				106,500		106,500
Total				106,500		106,500

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund				106,500		106,500
Total				106,500		106,500

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-318
Project Name 3 SQUADS FOR 2018

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 2
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$106,500**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					106,500	106,500
Total					106,500	106,500

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					106,500	106,500
Total					106,500	106,500

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-364

Project Name EQPT REPLACE-2006 CHEVY IMPALA

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$28,500**

Description

UNMARKED - INVESTIGATOR

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			28,500			28,500
Total			28,500			28,500

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			28,500			28,500
Total			28,500			28,500

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-365

Project Name EQPT REPLACE-2006 CHEVY IMPALA-PD CAPTAIN

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$25,000**

Description

UNMARKED - PD CAPTAIN

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			25,000			25,000
Total			25,000			25,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			25,000			25,000
Total			25,000			25,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-375

Project Name EQPT REPLACE-2007 CHEVY IMPALA

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$26,000**

Description

Replacement of 2007 Chevy Impala utilized by Investigator (unmarked)

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment				26,000		26,000
Total				26,000		26,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund				25,100		25,100
General Fund				900		900
Total				26,000		26,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-387

Project Name REPLACEMENT OF 2004 ARTIC CATATV W/PLOW

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$11,000**

Description

REPLACEMENT OF 2004 ARTIC CAT ALL TERRAIN VEHICLE. WILL BE USED TO PLOW MUNICIPAL CENTER AS WELL.

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		11,000				11,000
Total		11,000				11,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		11,000				11,000
Total		11,000				11,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-388

Project Name REPLACEMENT OF 2004 POLARIS ATV W/PLOW

Department Eqpt Replacement
Contact
Type Equipment
Useful Life 5 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$11,000**

Description

REPLACEMENT OF 2004 POLARIS ATV W/PLOW. WILL BE USED TO PLOW MUNICIPAL CENTER AS WELL.

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			11,000			11,000
Total			11,000			11,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			11,000			11,000
Total			11,000			11,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # POL-RDR

Project Name EQPT REPLACE-2001 RADAR TRAILER

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 15
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$15,000**

Description

Replacement of 2001 Custom Signal Radar Trailer with computer.

Cost $12,934.43

Asset #: 1059

Justification

Needed for reducing speeding complaints, public education, recorded documentation for roadway traffic studies for Engineering and Police Depts.

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		15,000				15,000
Total		15,000				15,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		15,000				15,000
Total		15,000				15,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-004

Project Name EQPT REPLACE-2004 PULL BEHIND PTO MOWER

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$24,000**

Description

Landpride Flex Mower

Cost: $10,873.71 Accum Dep: $7,611.30

DATE ACQUIRED: 3/30/04

Asset#: 2002

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			24,000			24,000
Total			24,000			24,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			24,000			24,000
Total			24,000			24,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-008

Project Name EQPT REPLACE-2006 NEW MOWING PACKAGE

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$36,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment	36,000					36,000
Total	36,000					36,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund	36,000					36,000
Total	36,000					36,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-009

Project Name EQPT REPLACE-2006 TANDEM PLOW TRUCK

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 12
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$175,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					175,000	175,000
Total					175,000	175,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					175,000	175,000
Total					175,000	175,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-015

Project Name EQPT REPLACE-BUCKET/BOOM TRUCK

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$100,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					100,000	100,000
Total					100,000	100,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					100,000	100,000
Total					100,000	100,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-016

Project Name EQPT REPLACE-MOBILE AIR COMPRESSOR

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$65,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					65,000	65,000
Total					65,000	65,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					65,000	65,000
Total					65,000	65,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-402

Project Name EQPT REPLACE-ENGINEER VEHICLE 2

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$28,000**

Description

DATE ACQUIRED: 8/19/05

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					28,000	28,000
Total					28,000	28,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					28,000	28,000
Total					28,000	28,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-407

Project Name EQPT REPLACE-2006 ENGINEER CAR

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 7 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$23,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					23,000	23,000
Total					23,000	23,000

Funding Sources	2014	2015	2016	2017	2018	Total
Fleet Vehicles					23,000	23,000
Total					23,000	23,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-601

Project Name EQPT REPLACE-1996 CASE LOADER W/PLOW & WING

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$186,000**

Description

DATE ACQUIRED; 6/26/96

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			186,000			186,000
Total			186,000			186,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			186,000			186,000
Total			186,000			186,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-611

Project Name EQPT REPLACE-1984 JOHN DEERE TRACTOR 4x4

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$54,200**

Description

Cost $18,739.51 Accum Dep: $18,740

DATE ACQUIRED: 11/1/84

Asset#: 1122

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment	54,200					54,200
Total	54,200					54,200

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund	54,200					54,200
Total	54,200					54,200

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-619

Project Name EQPT REPLACE-1991 CHIPPER

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 20 Years

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$22,000**

Description

1991 Brush Bandit

DATE ACQUIRED: 10/31/91 Cost$14,800 Accum Dep: $14,800

Asset #: 1130

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			22,000			22,000
Total			22,000			22,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			22,000			22,000
Total			22,000			22,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-632

Project Name EQPT REPLACE-1999 STERLING SNOWPLOW TRUCK

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 12
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$186,900**

Description

DATE ACQUIRED: 5/26/99: Truck: $27,971.40 Dump & Plow: $32,306.79

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment	186,900					186,900
Total	186,900					186,900

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund	186,900					186,900
Total	186,900					186,900

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-635

Project Name EQPT REPLACE-2001 JOHN DEERE MOWER

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

John Deere 72" Mower

Cost: $12,013.42 Accum Dep: $12,013.42

DATE ACQUIRED: 7/25/01

Asset #: 1181

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		20,000				20,000
Total		20,000				20,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		20,000				20,000
Total		20,000				20,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-636

Project Name EQPT REPLACE-2002 SNOWPLOW TRUCK

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 12
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$186,000**

Description

DATE ACQUIRED: 7/30/02 Truck & Plow: $95,375,.43

Asset #: 1151

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			186,000			186,000
Total			186,000			186,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			186,000			186,000
Total			186,000			186,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-637

Project Name EQPT REPLACE-2002 3/4 TON TRUCK 4x4 (WATER DEPT)

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$45,000**

Description

DATE ACQUIRED: 5/2/02: 2002 Chev Silverado $27,808.20

Asset #: 1152

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment	45,000					45,000
Total	45,000					45,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund	45,000					45,000
Total	45,000					45,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-638

Project Name EQPT REPLACE-ENGINEERING VEHICLE

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$35,000**

Description

DATE ACQUIRED: 5/28/03 2003 Chev Silverado: $23,205.79

Asset #: 1119

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		35,000				35,000
Total		35,000				35,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		35,000				35,000
Total		35,000				35,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-639

Project Name EQPT REPLACE-2003 MULE

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 8
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

DATE ACQUIRED: 7/8/03 Mule 3000 $11,441.30

Asset #: 1185

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		20,000				20,000
Total		20,000				20,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund		20,000				20,000
Total		20,000				20,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-640

Project Name EQPT REPLACE-2003 1 TON TRUCK 4x4

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$61,000**

Description

DATE ACQUIRED: 6/30/03 2003 Ford 350 W/Plow: $47,388.66

Asset #: 1153

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment			61,000			61,000
Total			61,000			61,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Revolving Fund			61,000			61,000
Total			61,000			61,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-642

Project Name EQPT REPLACE-ELGIN SWEEPER (STORM WATER DEPT)

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 12
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$180,000**

Description

DATE ACQUIRED: 1/20/04

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment				180,000		180,000
Total				180,000		180,000

Funding Sources	2014	2015	2016	2017	2018	Total
Storm Water Utility Fund				180,000		180,000
Total				180,000		180,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-644

Project Name EQPT REPLACE-2004 SNOWPLOW TRUCK

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$186,000**

Description

DATE ACQUIRED: 3/24/04

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment				186,000		186,000
Total				186,000		186,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund				186,000		186,000
Total				186,000		186,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-645

Project Name EQPT REPLACE-2004 TOOL CAT

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$54,000**

Description

DATE ACQUIRED: 4/6/04: Bobcat Tool Sidewalk Machine: $42,057.96

Asset #: 2003

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment				54,000		54,000
Total				54,000		54,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund				54,000		54,000
Total				54,000		54,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-651

Project Name EQPT REPLACE-2005 3/4 TON TRUCK 4x4 W/PLOW

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$47,000**

Description

DATE ACQUIRED: 4/19/05 2005 CHEVROLET SILVERADO: $34,261

Asset #: 2014

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment				47,000		47,000
Total				47,000		47,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund				47,000		47,000
Total				47,000		47,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-652

Project Name EQPT REPLACE-2005 UTILITY TRUCK

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$50,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment				50,000		50,000
Total				50,000		50,000

Funding Sources	2014	2015	2016	2017	2018	Total
Sewer Utility Fund				25,000		25,000
Water Utility Fund				25,000		25,000
Total				50,000		50,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-653

Project Name EQPT REPLACE-3/4 TON 4x4 TRUCK

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 10

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$43,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					43,000	43,000
Total					43,000	43,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					43,000	43,000
Total					43,000	43,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-654

Project Name EQPT REPLACE-2006 3/4 TON TRUCK 2x4

Department Eqpt Replacement

Contact

Type Eqpt Replacement

Useful Life 10

Category Eqpt Replacement

Priority 6-Planned

Status Active

Total Project Cost: **$22,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					22,000	22,000
Total					22,000	22,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					22,000	22,000
Total					22,000	22,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-655

Project Name EQPT REPLACE-SIDEWALK MAINTENANCE MACHINE

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$99,000**

Description

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment					99,000	99,000
Total					99,000	99,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					99,000	99,000
Total					99,000	99,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-656

Project Name SNOW PLOW TRUCK - SINGLE AXLE W/PLOW

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 12
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$186,900**

Description

Purchase new snowplow truck with plow.

Justification

As part of the strategic planning imitative, the city is working towards decreasing plow times overall during snow events. Adding a new truck to the fleet will allow faster snow removal.

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment		186,900				186,900
Total		186,900				186,900

Funding Sources	2014	2015	2016	2017	2018	Total
Capital Equipment Certificates		186,900				186,900
Total		186,900				186,900

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Project # PW-677

Project Name 1-TON TRUCK WITH BOOM (WATER DEPT)

Department Eqpt Replacement
Contact
Type Eqpt Replacement
Useful Life 10
Category Eqpt Replacement
Priority 6-Planned
Status Active
Total Project Cost: **$49,000**

Description

Purchase 1 ton utility truck with boom that can be used to service lift stations.

Justification

Regular maintenance is required on lift stations. Currently the City has to borrow equipment in order to perform these functions.

Expenditures	2014	2015	2016	2017	2018	Total
Furnishings/Equipment	49,000					49,000
Total	49,000					49,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund	49,000					49,000
Total	49,000					49,000

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City of RAMSEY

MUNICIPAL BUILDING

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Municipal Building								
Community Center Construction	04-BLDG-002	6					4,000,000	*4,000,000*
Old Town Hall Restoration	08-BLDG-005	6					221,300	*221,300*
Sprinkler System @ Fire Station #1	10-BLDG-004	6			25,000			*25,000*
RESURFACE PD GARAGE FLOOR	14-BLDG-001	6	15,000					*15,000*
Parking Ramp Storage Room	14-BLDG-002	6	25,000					*25,000*
Municipal Building Total			40,000		25,000		4,221,300	*4,286,300*
GRAND TOTAL			40,000		25,000		4,221,300	*4,286,300*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Municipal Buildings
Contact Unassigned

Project # **04-BLDG-002**
Project Name **Community Center Construction**

Type Buildings
Useful Life 50 Years
Category Municipal Building
Priority 6-Planned
Status Active
Total Project Cost: **$4,000,000**

Description

The Community Center would include recreational areas such as a swimming pool, gym, etc. It would also include meeting rooms for various organizations to hold banquets, monthly meetings, etc.

Justification

Per public consensus, the need for a Community Center is a justified expenditure of public financing. Currently, Ramsey residents must leave the City limits and drive a considerable distance to get to such a facility.

Expenditures	2014	2015	2016	2017	2018	Total
Building Cost/Construction					4,000,000	4,000,000
Total					4,000,000	4,000,000

Funding Sources	2014	2015	2016	2017	2018	Total
GO Bonding					4,000,000	4,000,000
Total					4,000,000	4,000,000

Capital Improvement Program

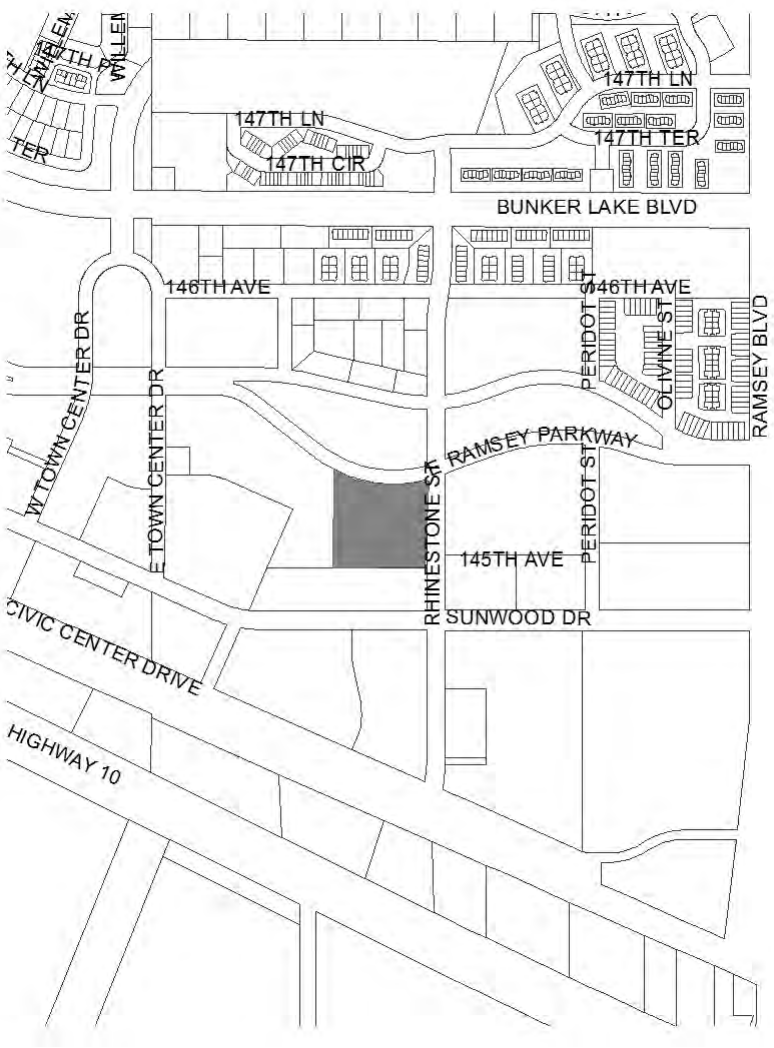
City of Ramsey, Minnesota

2014 *thru* 2018

Department Municipal Buildings

Contact Unassigned

Project #	**04-BLDG-002**
Project Name	**Community Center Construction**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Municipal Buildings
Contact

Project # **08-BLDG-005**
Project Name **Old Town Hall Restoration**

Type Improvement
Useful Life 25
Category Municipal Building
Priority 6-Planned
Status Active
Total Project Cost: **$221,300**

Description

Old Town Hall Restoration:

Option 1: Move Historic Town Hall to the Northstar Rail Station Site
$125,000 Const Cost (moving and Stabilization)
$ 50,000 Site/foundation
$ 20,000 furnishing/equip

$195,000

Option 2: Improve private access street to public standard.
$125,000 Const Cost
$ 20,000 ROW
$ 56,300 Road Construction
$ 20,000 Furn/equip

$221,300

Justification

Historic Town Hall is a city facility that is in need of restoration completion. Options include moving it from the site to the COR to serve as a library kiosk, trailhead, and potentially house restrooms.

Expenditures	2014	2015	2016	2017	2018	Total
Building Cost/Construction					125,000	125,000
Improvements Other than Build					76,300	76,300
Furnishings/Equipment					20,000	20,000
Total					221,300	221,300

Funding Sources	2014	2015	2016	2017	2018	Total
To Be Determined					221,300	221,300
Total					221,300	221,300

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Municipal Buildings

Contact

Project #	**08-BLDG-005**
Project Name	**Old Town Hall Restoration**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Municipal Buildings
Contact

Project # **10-BLDG-004**
Project Name **Sprinkler System @ Fire Station #1**

Type Improvement
Useful Life 20 Years
Category Municipal Building
Priority 6-Planned
Status Active
Total Project Cost: **$25,000**

Description

Hookup on-site municipal water to building and install sprinkler system for entire building.

Justification

Municipal water is on site with municipal well.

Expenditures	2014	2015	2016	2017	2018	Total
Building Cost/Construction			20,000			20,000
Improvements Other than Build			5,000			5,000
Total			25,000			25,000

Funding Sources	2014	2015	2016	2017	2018	Total
Facility Fund			25,000			25,000
Total			25,000			25,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Municipal Buildings

Contact

Project #	**10-BLDG-004**
Project Name	**Sprinkler System @ Fire Station #1**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Municipal Buildings
Contact

Project # **14-BLDG-001**
Project Name **RESURFACE PD GARAGE FLOOR**

Type Unassigned
Useful Life 10
Category Municipal Building
Priority 6-Planned
Status Active
Total Project Cost: **$15,000**

Description

Resurface garage floor of police department garage and sally port and apply epoxy system with top coat of polyurethane enamel

Justification

Garage and sally port floors are pitting and deteriorating from salt and wear/tear.

Expenditures	2014	2015	2016	2017	2018	Total
Building Cost/Construction	15,000					15,000
Total	15,000					15,000

Funding Sources	2014	2015	2016	2017	2018	Total
Facility Fund	15,000					15,000
Total	15,000					15,000

Capital Improvement Program

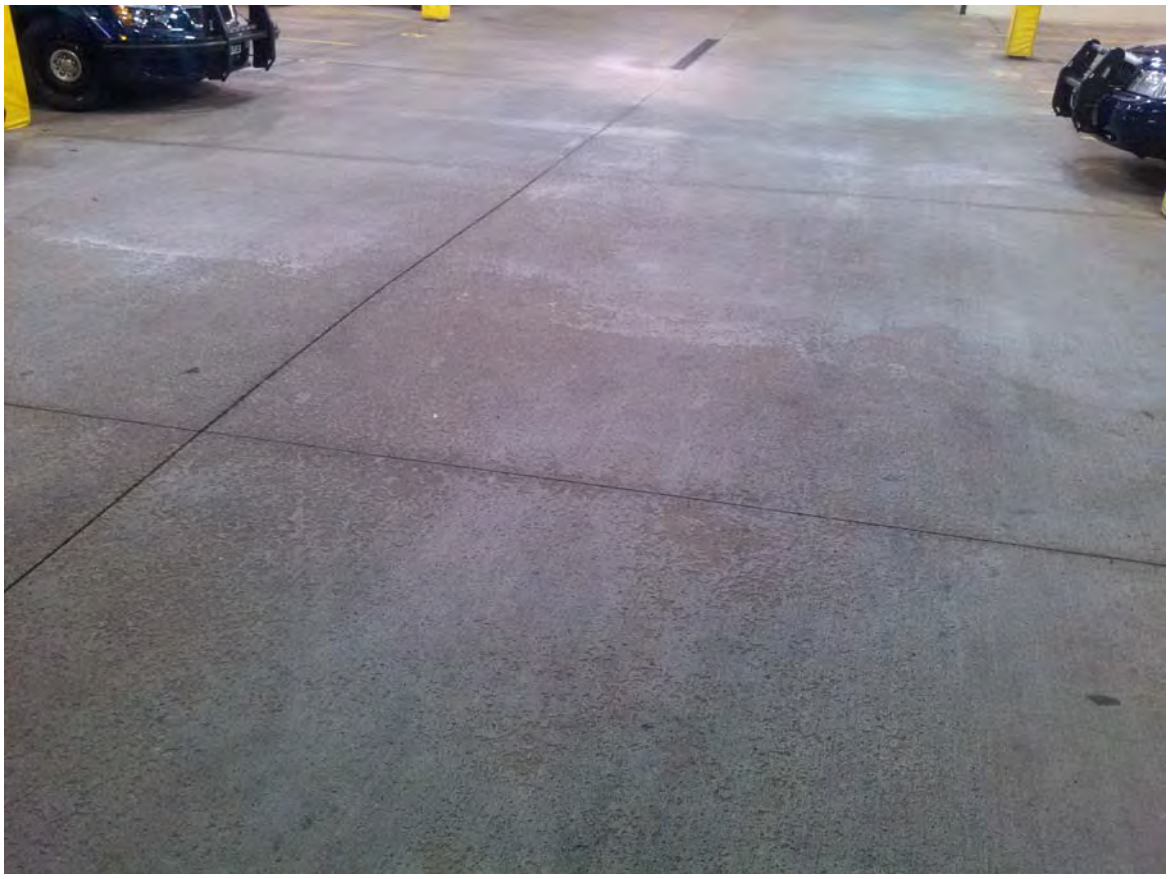
City of Ramsey, Minnesota

2014 *thru* 2018

Department Municipal Buildings

Contact

Project #	**14-BLDG-001**
Project Name	**RESURFACE PD GARAGE FLOOR**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Municipal Buildings
Contact

Project # **14-BLDG-002**
Project Name **Parking Ramp Storage Room**

Type Improvement
Useful Life 20 Years
Category Municipal Building
Priority 6-Planned
Status Active
Total Project Cost: **$25,000**

Description

Heated storage room in municipal ramp

Justification

Would allow winter maintenance equipment to be stored in the ramp in a heated area. This would free up space in the police garage where the equipment is currently stored.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	25,000					25,000
Total	25,000					25,000

Funding Sources	2014	2015	2016	2017	2018	Total
Facility Fund	25,000					25,000
Total	25,000					25,000

Capital Improvement Program

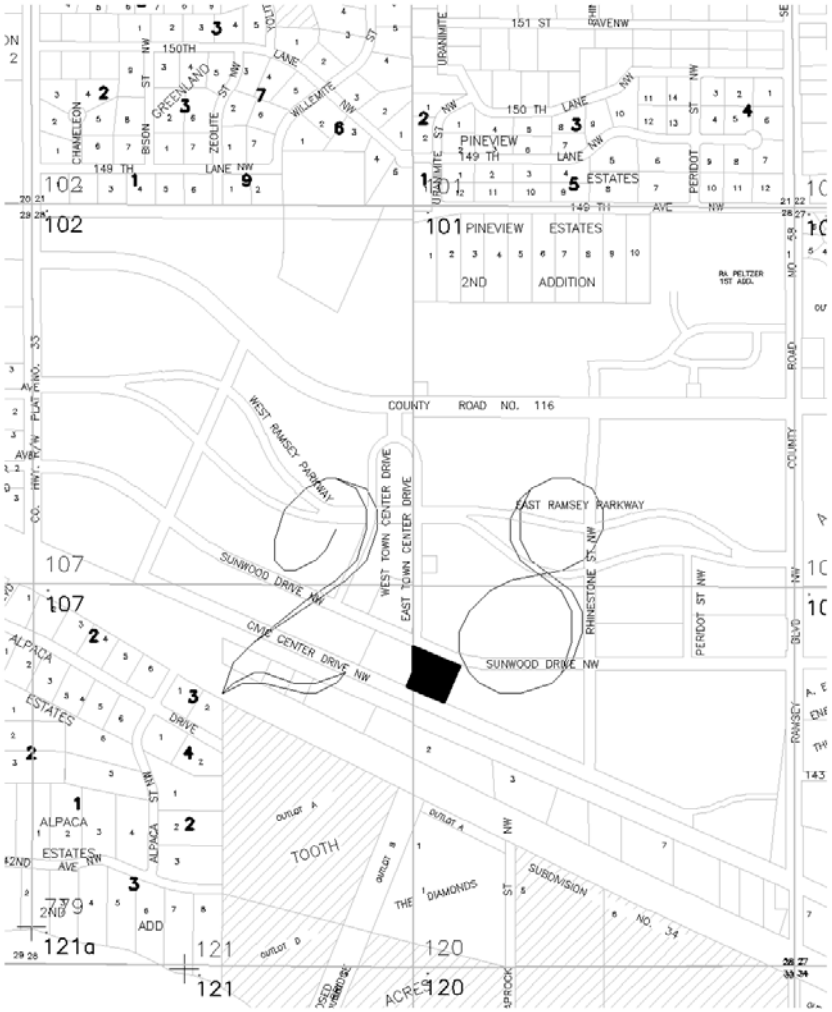
City of Ramsey, Minnesota

2014 *thru* 2018

Department Municipal Buildings

Contact

Project #	**14-BLDG-002**
Project Name	**Parking Ramp Storage Room**



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City of RAMSEY

PARK IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Park Improvement								
Elmcrest Creek Trail to Central Park	04-PARK-002	5					300,000	*300,000*
Elmcrest Park Entrance & Signage	04-PARK-003	6	50,000					*50,000*
Ford Brook Park Playground Equipment	04-PARK-006	6					70,000	*70,000*
Lake Itasca Community Park	04-PARK-007	6			400,000	400,000	400,000	*1,200,000*
Trott Brook Trail Corridor	04-PARK-014	5					4,015,000	*4,015,000*
Drinking Fountains/Misting Station	06-PARK-002	6	7,000	7,000	7,000			*21,000*
Community Building & Playground for Elmcrest Park	06-PARK-005	6	815,000					*815,000*
Redevelopment of Central Park	06-PARK-008	6		775,000				*775,000*
Irrigation for Titterud Park	06-PARK-010	6					76,000	*76,000*
Observation boardwalk - Lake Itasca	06-PARK-011	6		40,000				*40,000*
Rabbit Park Phase Two	06-PARK-012	6					125,000	*125,000*
Observation deck on the Mississippi east Dolomite	06-PARK-015	6					55,000	*55,000*
Mississippi River Park Development-Bridge location	06-PARK-016	6				750,000		*750,000*
Redevelopment of Hunters Hill	06-PARK-017	5					500,000	*500,000*
Trail Connections	06-PARK-019	6	300,000	400,000				*700,000*
Village Square Commons	07-PARK-001	6			3,000,000			*3,000,000*
Landscape Improvements for Parks	08-PARK-001	6	5,000	5,000	5,000	5,000	5,000	*25,000*
Mississippi River Trail West	08-PARK-002	6		1,650,000				*1,650,000*
Lake Ramsey Park	08-PARK-004	6					4,000,000	*4,000,000*
The Draw (Ballfield Area)	08-PARK-005	6				1,200,000		*1,200,000*
Mississippi Skyway over TH10 Near rail Station	08-PARK-008	6			2,600,000			*2,600,000*
Multi-Sports Facility	09-PARK-001	6					475,000	*475,000*
Alpine Park Winter Facilities	11-PARK-003	6					2,500,000	*2,500,000*
The Draw Water Quality Fountains	12-PARK-004	6	15,000					*15,000*
The Draw Grates	12-PARK-006	6	10,000					*10,000*
McKinley Trail Connection to Anoka	12-PARK-008	6	20,000					*20,000*
Lions Pavilion Improvements	14-PARK-001	6	10,000					*10,000*
Park Improvement Total			1,232,000	2,877,000	6,012,000	2,355,000	12,521,000	*24,997,000*
GRAND TOTAL			1,232,000	2,877,000	6,012,000	2,355,000	12,521,000	*24,997,000*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact Unassigned

Project # 04-PARK-002
Project Name Elmcrest Creek Trail to Central Park

Type Improvement
Useful Life 50 Years
Category Park Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: $300,000

Description

This trail would link Elmcrest Park to Central Park, the neighborhoods in between, and provide off-roadway trail experience within central Ramsey.

Justification

This trail development may be concurrent with development east of Central Park. Connecting the two community parks would reduce the need to replicate some facilities in both locations. The construction of the trail will coincide with residents subdividing their lots east of Ramsey Blvd, along the county ditch.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					300,000	300,000
Total					300,000	300,000

Funding Sources	2014	2015	2016	2017	2018	Total
Landfill Trust Fund					75,000	75,000
Park Improvement Trust Fund					225,000	225,000
Total					300,000	300,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-002**
Project Name	**Elmcrest Creek Trail to Central Park**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact Unassigned

Project # **04-PARK-003**
Project Name **Elmcrest Park Entrance & Signage**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$50,000**

Description

Entrance signing would consist of a sign and landscaping sited near the Quicksilver entrance timed with the area's redevelopment and street construction. As the 167th node is being evaluated for redevelopment as well as traffic control and way-finding; integration of this planning endeavor should be factored before the final design and placement for the park sign is completed.

Justification

The 100+ acre community park warrants an attractive entrance monument with landscape. Plus, it is expected there will continue to be events where in thousands of out-of-Ramsey visitors may only know Ramsey from their experience at Elmcrest Park.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	50,000					50,000
Total	50,000					50,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund	50,000					50,000
Total	50,000					50,000

Capital Improvement Program

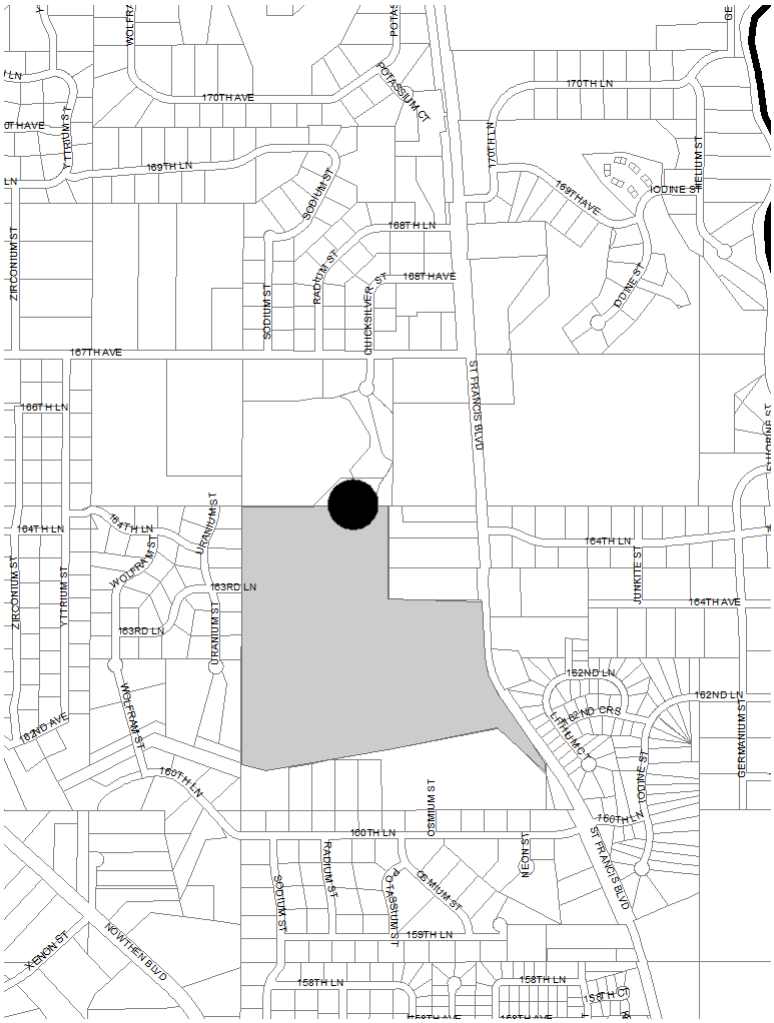
City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-003**
Project Name	**Elmcrest Park Entrance & Signage**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact Unassigned

Project # 04-PARK-006
Project Name Ford Brook Park Playground Equipment

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$70,000**

Description

Ford Brook Park is north of CR 27, east of TH 47 and borders Nowthen. The new playground would be within walking distance of about 100 existing homes.

Justification

The City has remained on a schedule of replacing existing play structures with ones that meet the Consumer Products Safety Commission guidelines for safety. This also results in a contemporary playground with more play value. City of Nowthen may be asked to participate financially.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					70,000	70,000
Total					70,000	70,000

Funding Sources	2014	2015	2016	2017	2018	Total
City of Nowthen					20,000	20,000
Park Improvement Trust Fund					50,000	50,000
Total					70,000	70,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-006**
Project Name	**Ford Brook Park Playground Equipment**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact Unassigned

Project # **04-PARK-007**
Project Name **Lake Itasca Community Park**

Type Improvement
Useful Life 50 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,200,000**

Description

This project is intended to expand the existing, undeveloped Lake Itasca Park south to Alpine Drive, east of the lake to the west line of the adjacent subdivision. In addition, athletic fields may be sited south of Alpine Drive, east of Puma Street, if a concurrent development plan warrants it.

Park Trust Funding for this project currently shows a negative ending balance

Justification

Properties south of Alpine Drive, both east and west of Puma Street will be proposed for development. It is this development that would provide the necessary park dedication funds for the first phase of construction, as well as contributing increased recreational demand.

The parcel south of Alpine Drive may also be sold to finance improvements in the park.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			400,000	400,000	400,000	1,200,000
Total			400,000	400,000	400,000	1,200,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund			400,000	400,000	400,000	1,200,000
Total			400,000	400,000	400,000	1,200,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-007**
Project Name	**Lake Itasca Community Park**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact Unassigned

Project # 04-PARK-014
Project Name Trott Brook Trail Corridor

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: $4,015,000

Description

The Trott Brook Trail Corridor extends from Elk River's Youth Athletic Complex near Jarvis Street and follows the brook easterly to Rum River Central Park about six miles away. The project would involve continued acquisition of scenic and trail easements, boardwalk and trail construction and natural resource enhancements.

Justification

This trail project would be predicated on significant planning leading up to construction and likely involve a Master Plan, as well as receiving grant monies for funding. The land around the brook is the largest and most contiguous undeveloped natural area within Ramsey. The City presently has about half of the land acquired (through Park Dedications and a LCCMR grant) to construct this trail.

This trail has a regional context. There is a trail proposed to connect Sherburne County and Ramsey to a metro regional park. This project may be a good canidate for Legacy Ammendment funding.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					4,015,000	4,015,000
Total					4,015,000	4,015,000

Funding Sources	2014	2015	2016	2017	2018	Total
Grants and Aids					4,000,000	4,000,000
Landfill Trust Fund					15,000	15,000
Total					4,015,000	4,015,000

Capital Improvement Program

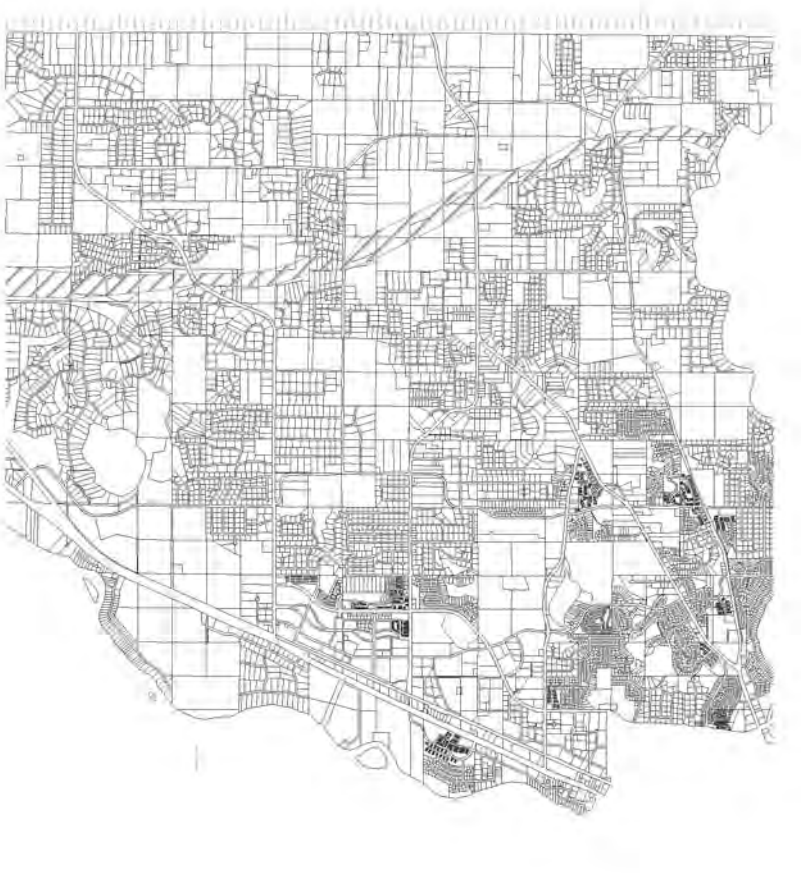
City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact Unassigned

Project #	**04-PARK-014**
Project Name	**Trott Brook Trail Corridor**



Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements
Contact

Project # 06-PARK-002
Project Name Drinking Fountains/Misting Station

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$56,000**

Description

Installation of drinking fountains with pet water availability and misting stations in parks with municipal water availability.

Woodland Green Park 2014; Central Parking Misting Station 2015; Bear Park 2016.

Justification

Drinking water - especially for active use areas and trail connecting points is very popular. In addition, residents and dog walkers have expressed appreciation for the pet stations.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
35,000	Improvements Other than Build	7,000	7,000	7,000			21,000
Total	Total	7,000	7,000	7,000			21,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
35,000	Park Improvement Trust Fund	7,000	7,000	7,000			21,000
Total	Total	7,000	7,000	7,000			21,000

Capital Improvement Program

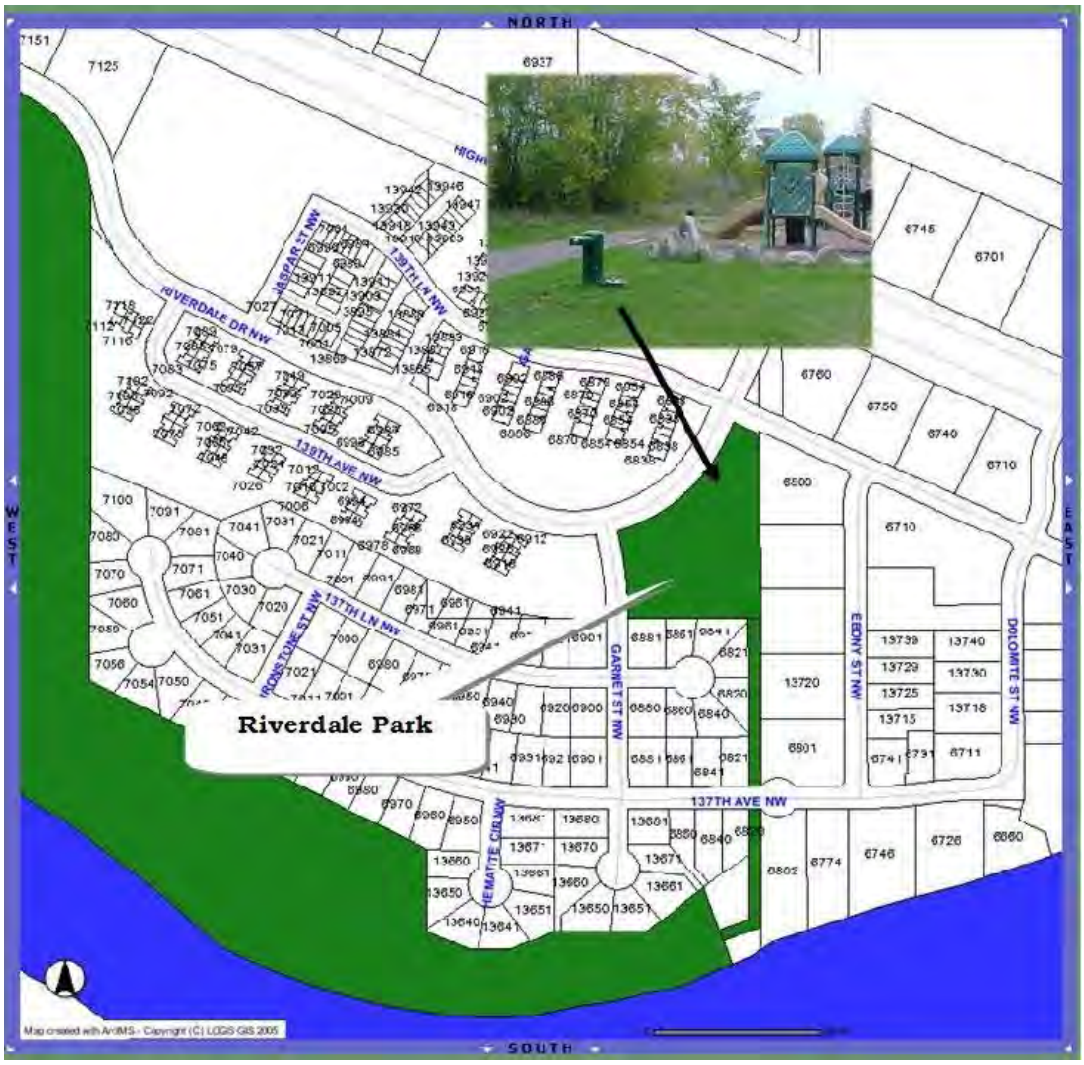
City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**06-PARK-002**
Project Name	**Drinking Fountains/Misting Station**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 06-PARK-005
Project Name Community Building & Playground for Elmcrest Park

Type Buildings
Useful Life 50 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$815,000**

Description

COMMUNITY BUILDING
Elmcrest Park multi-use building. Proposed joint project with the youth athletic association and other group(s).

Funding Source: $675,000 Park Improvement Trust Fund; $40,000 Youth Association
Expenditure: $715,000

PLAYGROUND
This project will be the companion piece of the Elmcrest Park Community Building. A comprehensive planning process is anticipated to yield a playground and associated landscape that is integrated into the new community building.

Funding Source: $100,000 Lawful Gambling Fund
Expenditure: $100,000

Justification

COMMUNITY BUILDING
Elmcrest Park will need a multi-use building, which includes certain site improvements such as water service, septic, landscape and irrigation with storage for the athletic groups using the facility. Sewer service will be extended when sewer lines are available.

Careful design consideration will be required to ensure that the building will meet all of the community needs. Some design monies may be required in this process, prior to bidding.

PLAYGROUND
Myriads of parent users of Elmcrest Park have children along that are not in the soccer program. In addition, area residents (in particular to the east of T.H. #47 have been requesting a playground for the park for several years.

Expenditures	2014	2015	2016	2017	2018	Total
Building Cost/Construction	815,000					815,000
Total	815,000					815,000

Funding Sources	2014	2015	2016	2017	2018	Total
Lawful Gambling Fund	100,000					100,000
Park Improvement Trust Fund	675,000					675,000
Youth Association	40,000					40,000
Total	815,000					815,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements

Contact

Project #	**06-PARK-005**
Project Name	**Community Building & Playground for Elmcrest Park**





Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 06-PARK-008
Project Name Redevelopment of Central Park

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: $775,000

Description

The drive to the Park Center building would be extended to connect to Yolite Street and the proposed land use of the 35 acres east of the park.

Justification

Additional parking would occur along this new one way drive parkway, and some parking may be considered where the underutilized sedimentation basin currently exists, or this basin may be used for the adjoining land use, with the new parking occurring to the east.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build		775,000				775,000
Total		775,000				775,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund		525,000				525,000
Youth Association		250,000				250,000
Total		775,000				775,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**06-PARK-008**
Project Name	**Redevelopment of Central Park**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 06-PARK-010
Project Name Irrigation for Titterud Park

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$76,000**

Description

Underground irrigation & 160 GPM well.

If municipal water is available, cost may be less.

Justification

Irrigation should be considered for this 13.5 acre park, and a part of this is the evaluation of a well versus connection to a municipal watermain. Both have advantages. The $40,000 represents the underground irrigation portion.

A 160 GPM well may cost about $18,000.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					76,000	76,000
Total					76,000	76,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund					76,000	76,000
Total					76,000	76,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**06-PARK-010**
Project Name	**Irrigation for Titterud Park**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 06-PARK-011
Project Name Observation boardwalk - Lake Itasca

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$40,000**

Description

Boardwalk in the southeast portion of the open water wetland.

Justification

Lake Itasca is an important destination for migratory waterfowl and other wetland fauna. A boardwalk in the southeast portion of the open water wetland will invite trail users to experience this and provides direct contact with the lake.

In addition, an observation area with seating (similar to the one in Wetland #114P), provides a point of relaxation on the several mile-long Lake Itasca Trail.

The construction would be done by in-house forces (including Department of Corrections forces) - thereby saving 60% of potential costs.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build		40,000				40,000
Total		40,000				40,000

Funding Sources	2014	2015	2016	2017	2018	Total
Lawful Gambling Fund		40,000				40,000
Total		40,000				40,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**06-PARK-011**
Project Name	**Observation boardwalk - Lake Itasca**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 06-PARK-012
Project Name Rabbit Park Phase Two

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: $125,000

Description

Well and underground irrigation.

Landscape improvements and an ag-lime infield for the ballfield.

Justification

Rabbit Park is a 5-acre neighborhood park with very basic features. The park's greatest need is irrigation. Therefore, the primary component of the proposed phase two project is a well and underground irrigation.

Landscape improvements would complete this project.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					125,000	125,000
Total					125,000	125,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund					125,000	125,000
Total					125,000	125,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**06-PARK-012**
Project Name	**Rabbit Park Phase Two**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 06-PARK-015
Project Name Observation deck on the Mississippi east Dolomite

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$55,000**

Description

On the south side of Riverdale Drive, east of Dolomite exists a storm water discharge point to the river. This project discusses an observation deck at the top of the bluff over the existing storm sewer easement, concurrent with the development of the land there.

Justification

This access may provide improved maintenance to the storm outlet, but the primary value would be to maintain contact with the river by residents for the remarkable view, and as a rest point along the National, Mississippi River Trail.

This project may be combined with development of adjacent property.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					55,000	55,000
Total					55,000	55,000

Funding Sources	2014	2015	2016	2017	2018	Total
Lawful Gambling Fund					55,000	55,000
Total					55,000	55,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**06-PARK-015**
Project Name	**Observation deck on the Mississippi east Dolomite**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 06-PARK-016
Project Name Mississippi River Park Development-Bridge location

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$750,000**

Description

This neighborhood park is proposed in the general vicinity of the proposed bridge crossing, along the banks of the river. The park would consist of the usual park amenities, as well as open space that may be shared with adjoining new and existing residential land use.

The funding and the timing of the park development would be concurrent with the subdivision of the land.

This park may also serve as a trailhead for a trail (to be built with the bridge construction), that will connect Hennepin County, and the Three Rivers Park District.

The Park Trust Fund currently reflects a negative balance in this respective year.

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build				750,000		750,000
Total				750,000		750,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund				750,000		750,000
Total				750,000		750,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**06-PARK-016**
Project Name	**Mississippi River Park Development-Bridge location**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 06-PARK-017
Project Name Redevelopment of Hunters Hill

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$500,000**

Description

Concurrent with any redevelopment of the subdivisions around the existing Hunters Hill Park would be an opportunity to bring improvements to the underutilized Hunters Hill Park. The funding would be from any new units shared. Open space connections within a redeveloped area may also be considered.

Justification

Should redevelopment occur in this area; it is likely densities will greatly increase. This, coupled with the commercial and light industrial uses in the area will create the need for a lunch break destination - as well the residential recreational demand.

This park is in the study of underutilized properties that could be sold.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					500,000	500,000
Total					500,000	500,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund					500,000	500,000
Total					500,000	500,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**06-PARK-017**
Project Name	**Redevelopment of Hunters Hill**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 06-PARK-019
Project Name Trail Connections

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$700,000**

Description

This project consists of the installation of several high priority connections linking segments of the city's trail system.

-Alpine Park to Sweetbay Ridge (2014)
-CR#83 from 167th Lane to Alpine Drive to Lake Itasca (2014)
-Hwy 47 from Trott Brook Cemetery to Elmcrest Park Trail (2014)

Justification

The increase demand in use of the city's trail system requires the continued development of the trail system.

Resident requests for improved trail system connections are reflected in these priority projects. The trails will also move people off high speed roadways and improve transportation and safety.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	300,000	400,000				700,000
Total	300,000	400,000				700,000

Funding Sources	2014	2015	2016	2017	2018	Total
Grants and Aids	100,000	100,000				200,000
Park Improvement Trust Fund	200,000	300,000				500,000
Total	300,000	400,000				700,000

Capital Improvement Program

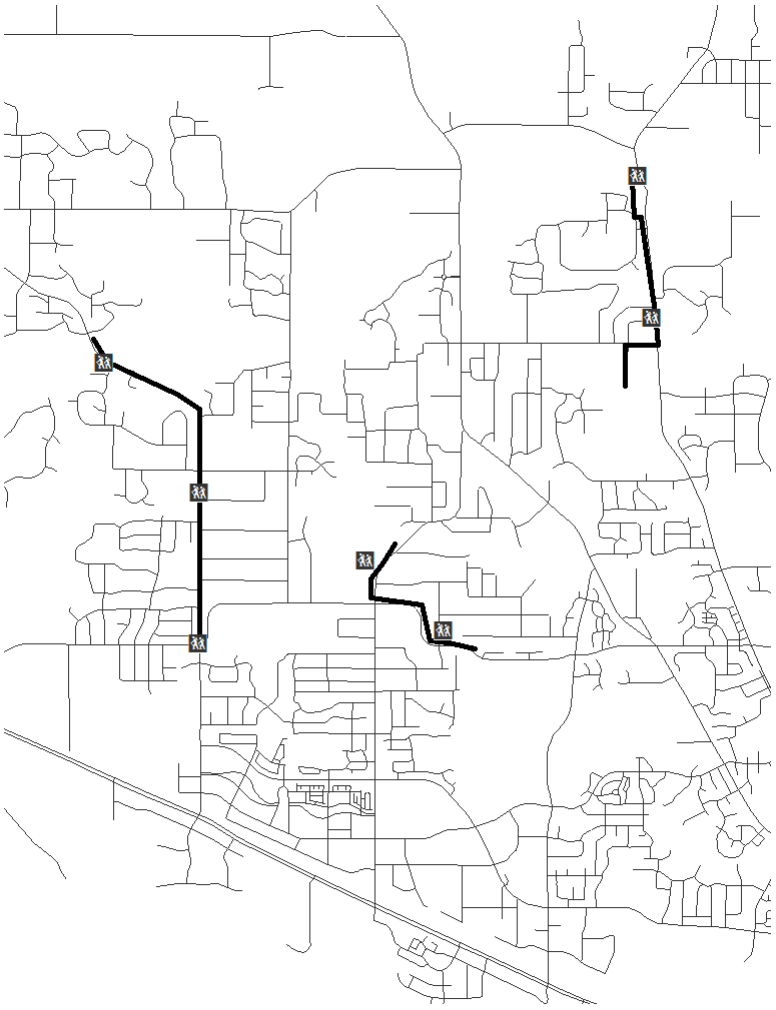
City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**06-PARK-019**
Project Name	**Trail Connections**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **07-PARK-001**
Project Name **Village Square Commons**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$3,000,000**

Description

Development of the 2-acre Village Square Commons in the COR

Justification

This urban park-space may be the most prominent park space within the COR - due to its visibility along Sunwood Drive, and its relationship to the Municipal Center and transit hub.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			3,000,000			3,000,000
Total			3,000,000			3,000,000

Funding Sources	2014	2015	2016	2017	2018	Total
GO Bonding			2,700,000			2,700,000
Grants and Aids			300,000			300,000
Total			3,000,000			3,000,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**07-PARK-001**
Project Name	**Village Square Commons**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 08-PARK-001
Project Name Landscape Improvements for Parks

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$35,000**

Description

Purchase landscape materials for installation in parks by volunteers.

Justification

The City can leverage improvements by working with volunteer groups that will plant the materials supplied by the City.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
10,000	Improvements Other than Build	5,000	5,000	5,000	5,000	5,000	25,000
Total	Total	5,000	5,000	5,000	5,000	5,000	25,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
10,000	Park Improvement Trust Fund	5,000	5,000	5,000	5,000	5,000	25,000
Total	Total	5,000	5,000	5,000	5,000	5,000	25,000

Capital Improvement Program

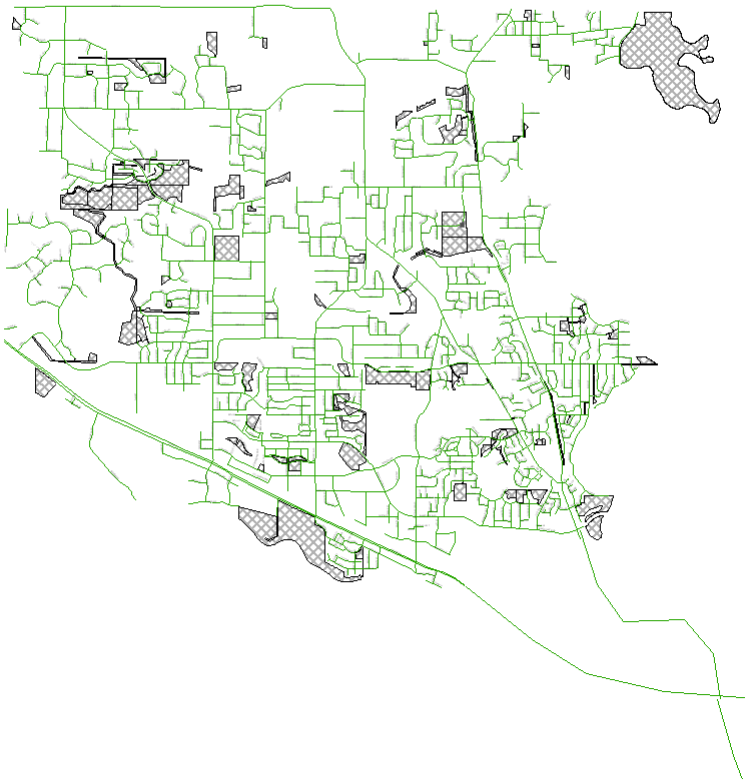
City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**08-PARK-001**
Project Name	**Landscape Improvements for Parks**



Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements
Contact

Project # 08-PARK-002
Project Name Mississippi River Trail West

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,190,000**

Description

This trail will parallel the Mississippi River from Elk River to Anoka, passing through Mississippi West Regional Park. Trail connections are being completed that connect Ramsey to the Twin Cities - and south to Hastings as part of the National Mississippi River Trail.

The 2013 work will construct the trail from Anoka to Mississippi West Park. A trail grant application has been submitted for $1,600,000 to be considered a federally funded project in 2015. This will be applied to construct the trail from Mississippi River Regrional Trail to Elk River. Anoka County Parks will provide the local match.

Justification

A detailed feasibility study has been prepared. The total project is estimated at $2,250,000.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
540,000	Improvements Other than Build		1,650,000				1,650,000
Total	**Total**		1,650,000				1,650,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
540,000	Grants and Aids		1,650,000				1,650,000
Total	**Total**		1,650,000				1,650,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**08-PARK-002**
Project Name	**Mississippi River Trail West**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **08-PARK-004**
Project Name **Lake Ramsey Park**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$4,000,000**

Description

This project will be the culmination of comprehensive planning for a significant water feature in The COR. The lake will be a layering of public and private amenities – such as the integration of restaurant overlooks, required open space, public paths, wading areas and shady aesthetics, all of which provides the 'green' and 'blue' (and stormwater) connections between The Draw and retail areas.

The Park Trust Fund reflects a negative ending balance during the period this is recommended to be approved

Justification

In addition to providing a superior view-shed for retail sites as well as water recreation, the lake will handle storm run-off and provide fill material for other projects within The COR.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					4,000,000	4,000,000
Total					4,000,000	4,000,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund					4,000,000	4,000,000
Total					4,000,000	4,000,000

Capital Improvement Program

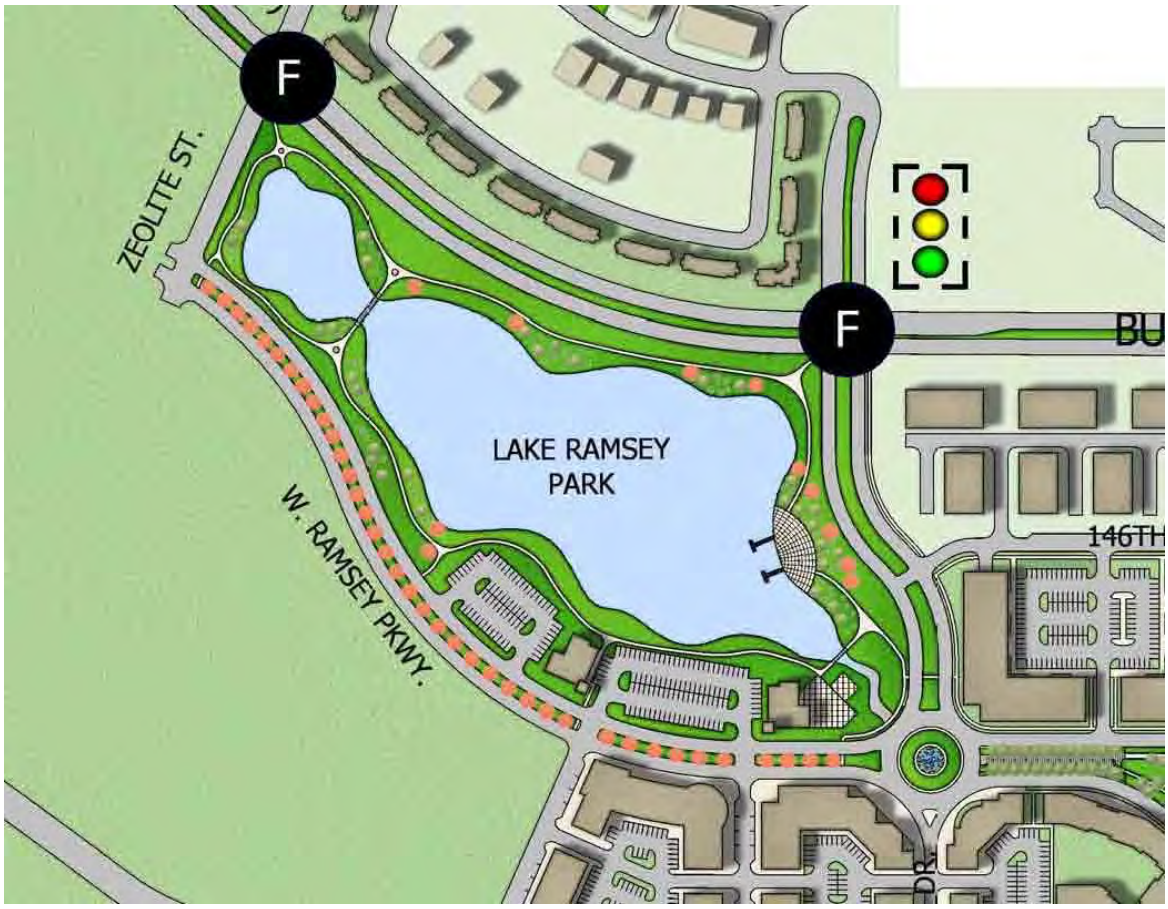
City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**08-PARK-004**
Project Name	**Lake Ramsey Park**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 08-PARK-005
Project Name The Draw (Ballfield Area)

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,350,000**

Description

Located on the east side of Rhinestone Street and south of East Ramsey Parkway, this park currently has ball fields with backstops , irrigation and perimeter sidewalks. Additional improvement will include a playground and pavilion with restrooms in 2016.

The Park Trust Fund reflects a negative ending balance during the time period this project is recommended to be constructed.

Justification

This park is part of the Master Plan for the COR. The ballfield is used by PACT charter school during the day and available for public use in the evening.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
150,000	Improvements Other than Build				1,200,000		1,200,000
Total	Total				1,200,000		1,200,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
150,000	Park Improvement Trust Fund				1,200,000		1,200,000
Total	Total				1,200,000		1,200,000

Capital Improvement Program

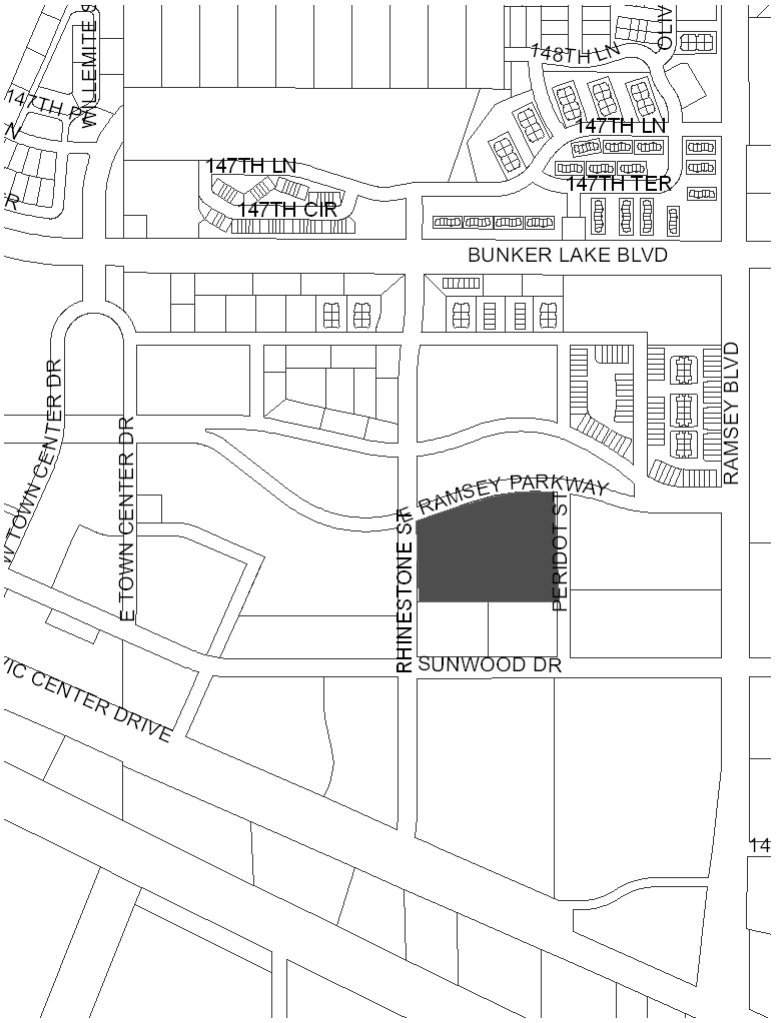
City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**08-PARK-005**
Project Name	**The Draw (Ballfield Area)**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **08-PARK-008**
Project Name **Mississippi Skyway over TH10 Near rail Station**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,600,000**

Description

This bridge will connect the COR to the trail to the Mississippi River along the storm sewer outfall and serve as a regional trail connection between the Northstar Rail Station and Mississippi West Reional Park.

Justification

The COR is designed to be pedestrian friendly. This bridge will provide a connection to West Mississippi Regional Park and the regional trail. Further, the rail and highway crossing will allow residents to access the commuter rail and the COR without adding automobile trips to Hwys #10 and #169.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			2,600,000			2,600,000
Total			2,600,000			2,600,000

Funding Sources	2014	2015	2016	2017	2018	Total
Grants and Aids			2,600,000			2,600,000
Total			2,600,000			2,600,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**08-PARK-008**
Project Name	**Mississippi Skyway over TH10 Near rail Station**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **09-PARK-001**
Project Name **Multi-Sports Facility**

Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$475,000**

Description

This project contemplates construction of an inflatable dome for indoor practices, soccer, football, baseball, softball, etc. One location for consideration is Lake Itasca Park south of Alpine Drive near Puma Street.

The Park Trust Fund reflects a negative ending balance.

Justification

The youth Athletic Associations have indicated a need for this type of facility. They currently use facilities in surrounding City's when it is available.

The building would be placed in an existing park with parking facilities. The 400' x 120' structure will provide indoor practice and game areas for many sports.

The proposed project would move into a planning stage if a community center is not forecast for a similar time frame. The committed annual revenue from youth athletics can pay back some of the facility expense. Synthetic turf must be considered for this facility as part of the planning process.

Expenditures	2014	2015	2016	2017	2018	Total
Building Cost/Construction					475,000	475,000
Total					475,000	475,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund					475,000	475,000
Total					475,000	475,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**09-PARK-001**
Project Name	**Multi-Sports Facility**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # **11-PARK-003**
Project Name **Alpine Park Winter Facilities**

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,500,000**

Description

This project shall include the construction of a chalet/warming house capable of facilitating winter equipment rentals and vending. Improvements will also include the expansion of the existing parking lot, and the construction of refrigerated rinks.

The Park Trust Fund Reflects a negative ending balance for this time period.

Justification

This warming house will function as a hub for winter recreation in the city with ice skating, sliding, and cross-country ski trails. Further, the existing warming house and rinks at Ramsey Elementary are in sub-standard condition and would be discontinued under this proposal.

Expenditures	2014	2015	2016	2017	2018	Total
Building Cost/Construction					750,000	750,000
Improvements Other than Build					1,750,000	1,750,000
Total					2,500,000	2,500,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund					2,500,000	2,500,000
Total					2,500,000	2,500,000

Capital Improvement Program

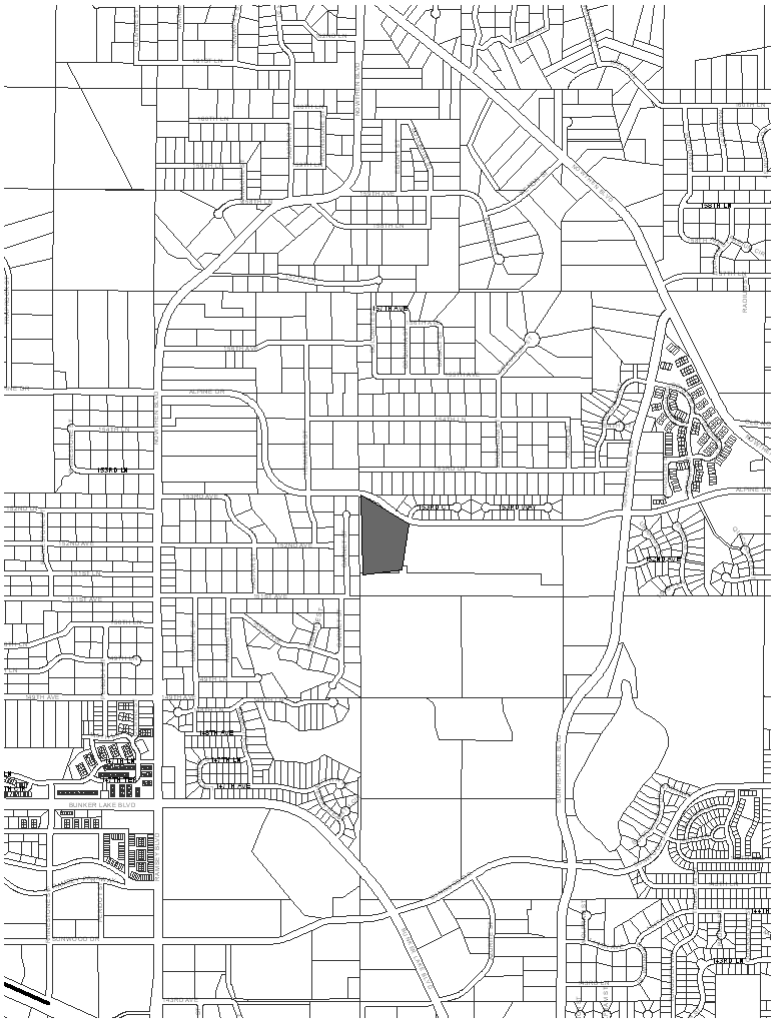
City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**11-PARK-003**
Project Name	**Alpine Park Winter Facilities**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 12-PARK-004
Project Name The Draw Water Quality Fountains

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$15,000**

Description

Adding airation fountains to the recently constructed (2010) park.

Justification

This project will install fountains in the pond to circulate the water and improve water quality.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	15,000					15,000
Total	15,000					15,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund	15,000					15,000
Total	15,000					15,000

Capital Improvement Program

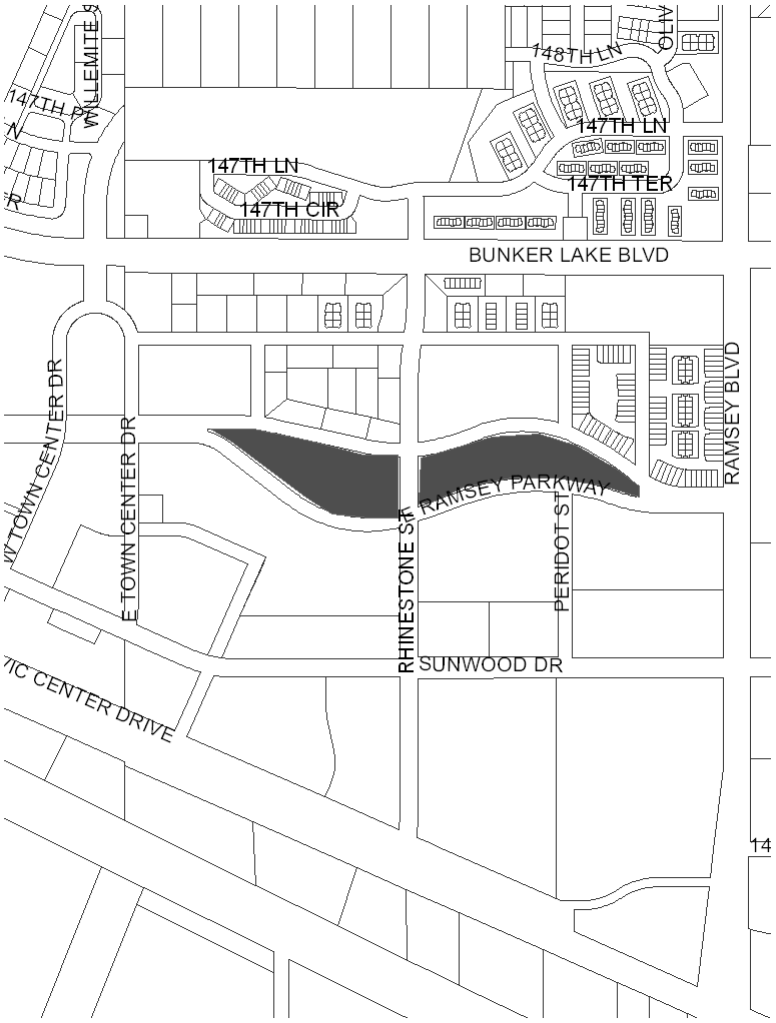
City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**12-PARK-004**
Project Name	**The Draw Water Quality Fountains**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 12-PARK-006
Project Name The Draw Grates

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$10,000**

Description

Adding stormwater grates to the recently constructed (2010) park.

Justification

This project will install grates over the pipes in the stormwater spreaders. The pipes do not have grates to prevent people and animals from entering the pipes.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	10,000					10,000
Total	10,000					10,000

Funding Sources	2014	2015	2016	2017	2018	Total
Storm Water Utility Fund	10,000					10,000
Total	10,000					10,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements

Contact

Project #	**12-PARK-006**
Project Name	**The Draw Grates**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact

Project # 12-PARK-008
Project Name McKinley Trail Connection to Anoka

Type Improvement
Useful Life 25
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

Construct Trail along McKinley extension to connect to Anoka City Limits.

Justification

This project will construct a trail in the industrial park from the intersection of Radium and McKinley to McKinley Street in Anoka, providing non-motorized connectivity between the two cities. This project was identified as a priority at the joint Anoka and Ramsey City Council Meeting.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	20,000					20,000
Total	20,000					20,000

Funding Sources	2014	2015	2016	2017	2018	Total
City of Anoka	10,000					10,000
Park Improvement Trust Fund	10,000					10,000
Total	20,000					20,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact

Project #	**12-PARK-008**
Project Name	**McKinley Trail Connection to Anoka**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Park Improvements
Contact Unassigned

Project # **14-PARK-001**
Project Name **Lions Pavilion Improvements**

Type Improvement
Useful Life 10
Category Park Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$10,000**

Description

This project entails adding a 3' to 4' concrete slab around three sides of the Lions Pavilion park and concession stand at Center Park.

Justification

Presently the drinking fountains at the north side of the building are not accessible by wheelchair and water from the roof splashes mud onto the interior areas.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	10,000					10,000
Total	10,000					10,000

Funding Sources	2014	2015	2016	2017	2018	Total
Lawful Gambling Fund	10,000					10,000
Total	10,000					10,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Park Improvements

Contact Unassigned

Project #	**14-PARK-001**
Project Name	**Lions Pavilion Improvements**



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City of RAMSEY

SEWER UTILITY IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Sewer Utility Improvement								
Abandon Liftstation Wildlife Sanctuary	04-SEW-001	6					352,000	*352,000*
Northeast Sanitary Sewer & Watermain Ext	05-SEW-001	6				1,300,000		*1,300,000*
West Mississippi Park Sewer Service	08-SEW-002	6			170,000			*170,000*
Abandon Lift Station River Pines	08-SEW-004	6					45,000	*45,000*
Replace Cabinet at Lift Station 1	12-SEW-001	6	40,000					*40,000*
Fire Station 1 Sanitary Sewer Service	12-SEW-002	6	20,000					*20,000*
Extend Sewer from Armstrong to East of Alpaca	12-SEW-003	6	202,500					*202,500*
Sewer Utility Improvement Total			262,500		170,000	1,300,000	397,000	*2,129,500*
GRAND TOTAL			262,500		170,000	1,300,000	397,000	*2,129,500*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Sewer Utility
Contact Unassigned

Project # **04-SEW-001**
Project Name **Abandon Liftstation Wildlife Sanctuary**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$352,000**

Description

This project involves extending a sanitary sewer approximately 1500' to the Wildlife Sanctuary lift station. This lift station can then be abandoned. This project will include easement acquisition.

Justification

The abandonment of a lift station will eliminate the perpetual costs of power, daily inspection, mechanical maintenance and the eventual replacement of this mechanized system.

This project will be integrated with development of the adjacent property.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition					50,000	50,000
Building Cost/Construction					302,000	302,000
Total					352,000	352,000

Funding Sources	2014	2015	2016	2017	2018	Total
Sewer Utility Fund					352,000	352,000
Total					352,000	352,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Sewer Utility

Contact Unassigned

Project #	**04-SEW-001**
Project Name	**Abandon Liftstation Wildlife Sanctuary**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Sewer Utility
Contact Unassigned

Project # 05-SEW-001
Project Name Northeast Sanitary Sewer & Watermain Ext

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,300,000**

Description

To provide municipal sanitary sewer and water service to a service area northeast of its current location south of the intersection of Sunfish Boulevard and Nowthen Boulevard.

Total Cost $3,495,805 (20 year @4.5%) $5,374,880 with interest

Justification

The City has had a feasibility study prepared that has indentified the alignment of sewer and watermain necessary to service this property. The redevelopment of the 167th and TH 47 area has been identified as a Strategic development goal.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build				1,300,000		1,300,000
Total				1,300,000		1,300,000

Funding Sources	2014	2015	2016	2017	2018	Total
Sewer Utility Fund				1,300,000		1,300,000
Total				1,300,000		1,300,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Sewer Utility

Contact Unassigned

Project #	**05-SEW-001**
Project Name	**Northeast Sanitary Sewer & Watermain Ext**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Sewer Utility
Contact

Project # 08-SEW-002
Project Name West Mississippi Park Sewer Service

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$170,000**

Description

West Mississippi Park is expected to develop and will require sanitary sewer service.

Total water & sewer improvements - $310,000.

Justification

It is anticipated West Mississippi Park will be developed and will require sewer and water service. This project will provide the sewer service for the park improvements. The schedule for this work will be coordinated with the park improvements and will not proceed independently.

This work will be coordinated with construction of a frontage road south of TH 10.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			170,000			170,000
Total			170,000			170,000

Funding Sources	2014	2015	2016	2017	2018	Total
Sewer Utility Fund			170,000			170,000
Total			170,000			170,000

Capital Improvement Program

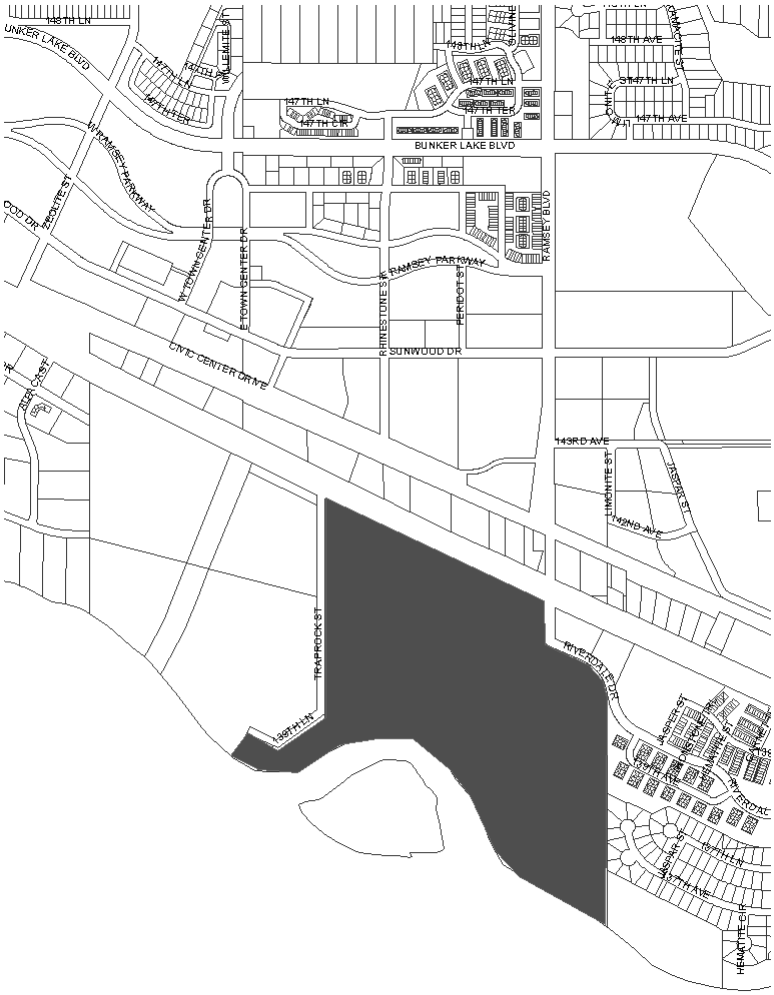
City of Ramsey, Minnesota

2014 *thru* 2018

Department Sewer Utility

Contact

Project #	**08-SEW-002**
Project Name	**West Mississippi Park Sewer Service**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Sewer Utility
Contact

Project # 08-SEW-004
Project Name Abandon Lift Station River Pines

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$45,000**

Description

This project involves extending the gravity sewer from Rum River Meadows to the River Pines Lift Station and abandoning the River Pines Lift Station.

Total Project $120,000

Justification

The abandonment of a lift station will eliminate the perpetual costs of power, daily inspection, mechanical maintenance and the eventual replacement of this mechanized system.

This project will be integrated with the Rum River Prairie project.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					45,000	45,000
Total					45,000	45,000

Funding Sources	2014	2015	2016	2017	2018	Total
Sewer Utility Fund					45,000	45,000
Total					45,000	45,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Sewer Utility

Contact

Project #	**08-SEW-004**
Project Name	**Abandon Lift Station River Pines**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Sewer Utility
Contact

Project # **12-SEW-001**
Project Name **Replace Cabinet at Lift Station 1**

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$40,000**

Description

Lift Station 1 is located at Dolomite and 137th Avenue and was the first lift station installed

Justification

Lift Station 1 was installed in 1990. Improvements in control technology has required installation of a new cabinet. The original cabinet is outdated and in need of replacement

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	40,000					40,000
Total	40,000					40,000

Funding Sources	2014	2015	2016	2017	2018	Total
Sewer Utility Fund	40,000					40,000
Total	40,000					40,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Sewer Utility

Contact

Project #	**12-SEW-001**
Project Name	**Replace Cabinet at Lift Station 1**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Sewer Utility
Contact

Project # 12-SEW-002
Project Name Fire Station 1 Sanitary Sewer Service

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

Sanitary Sewer was extended to the Fire Station Property in 2011. This project will extend sanitary sewer into the fire station in conjunction with City Water.

Justification

Extending sanitary sewer will allow removal of the septic tank and drainfield.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	20,000					20,000
Total	20,000					20,000

Funding Sources	2014	2015	2016	2017	2018	Total
Sewer Utility Fund	20,000					20,000
Total	20,000					20,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Sewer Utility

Contact

Project #	**12-SEW-002**
Project Name	**Fire Station 1 Sanitary Sewer Service**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Sewer Utility
Contact

Project # 12-SEW-003
Project Name Extend Sewer from Armstrong to East of Alpaca

Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$202,500**

Description

The City is applying for a grant to extend Riverdale Drive from Alpaca to Traprock street. This project will install sanitary sewer to serve new development in conjunction with construction of the street.

Justification

Constructing the sanitary sewer in conjunction with the street will eliminate the need to dig up the road in the future.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	202,500					202,500
Total	202,500					202,500

Funding Sources	2014	2015	2016	2017	2018	Total
Sewer Utility Fund	202,500					202,500
Total	202,500					202,500

Capital Improvement Program

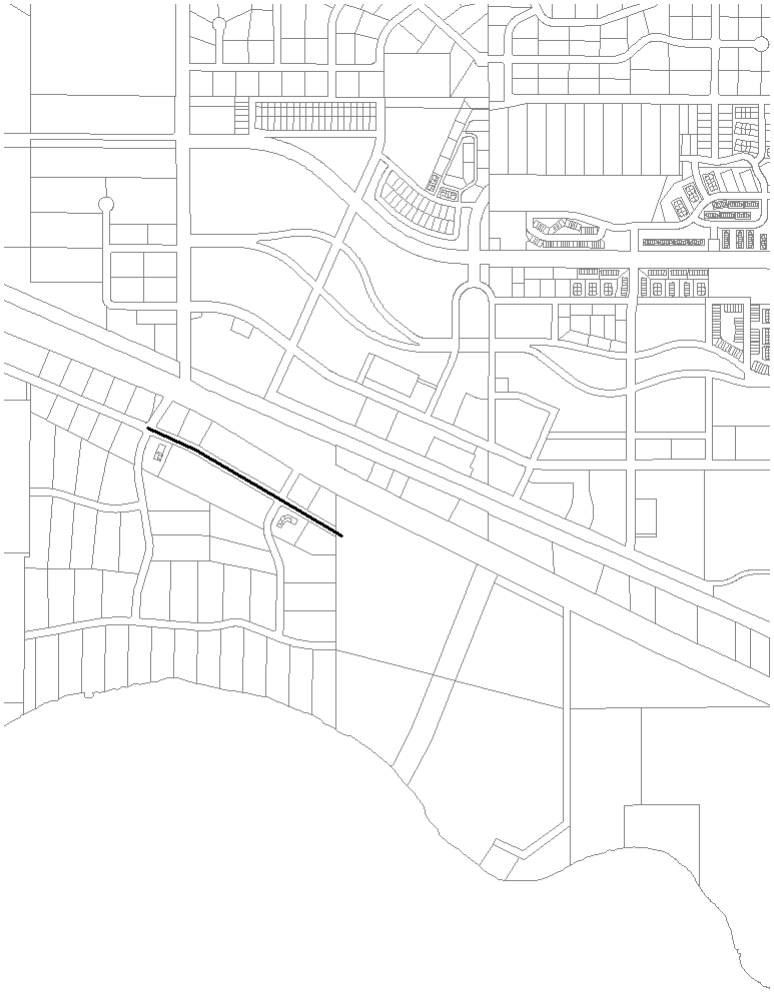
City of Ramsey, Minnesota

2014 *thru* 2018

Department Sewer Utility

Contact

Project #	**12-SEW-003**
Project Name	**Extend Sewer from Armstrong to East of Alpaca**



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City of RAMSEY

SITE ACQUISITION

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Site Acquisition								
Sixth Community Park (north central Ramsey)	06-ACQ-001	6					1,000,000	*1,000,000*
Acquire outlots "A" in Rivers Bluff and Reilly Est	06-ACQ-002	5					20,000	*20,000*
Bunker Lake Extension Prop ROW to Alpine Drive	07-ACQ-003	6			1,500,000			*1,500,000*
Site Acquisition for Water Treatment Plant	07-ACQ-004	6		1,000,000				*1,000,000*
Alpaca Estates Outlot	08-ACQ-002	6			35,000			*35,000*
Land for Future Fire Station #4	09-ACQ-006	6	100,000					*100,000*
Site Acquisition Total			100,000	1,000,000	1,535,000		1,020,000	*3,655,000*
GRAND TOTAL			100,000	1,000,000	1,535,000		1,020,000	*3,655,000*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Site Acquisitions
Contact

Project # **06-ACQ-001**
Project Name **Sixth Community Park (north central Ramsey)**

Type Land
Useful Life Unassigned
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$1,000,000**

Description

The park location has not been determined, but may be expected to be sited north of Trott Brook and generally geographically central.

The park should have a minimum of 60 acres of usable land.

The Park Trust Fund does not have enough funding at the current time.

Justification

Given the projected build-out of Ramsey, it is anticipated that a sixth Community Park will be required to meet the needs of the existing and future residents.

A joint powers agreement for funding and O & M may be explored with Burns Township.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition					1,000,000	1,000,000
Total					1,000,000	1,000,000

Funding Sources	2014	2015	2016	2017	2018	Total
City of Nowthen					0	0
Park Improvement Trust Fund					1,000,000	1,000,000
Total					1,000,000	1,000,000

Capital Improvement Program

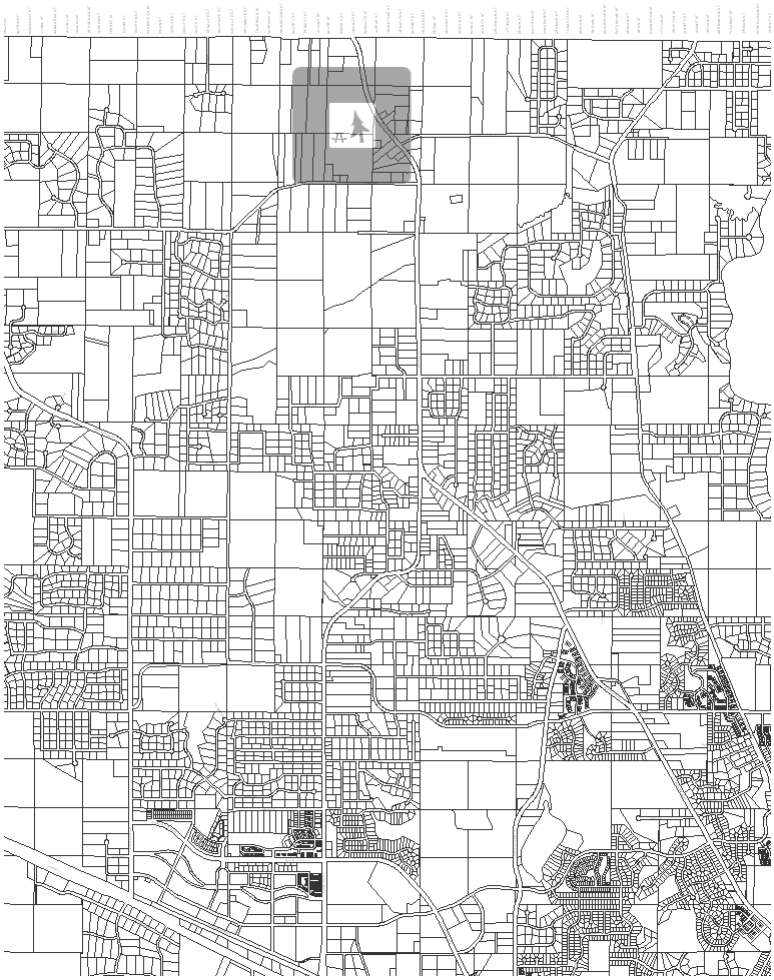
City of Ramsey, Minnesota

2014 *thru* 2018

Department Site Acquisitions

Contact

Project #	**06-ACQ-001**
Project Name	**Sixth Community Park (north central Ramsey)**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Site Acquisitions
Contact

Project # 06-ACQ-002
Project Name Acquire outlots "A" in Rivers Bluff and Reilly Est

Type Land
Useful Life Unassigned
Category Site Acquisition
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$20,000**

Description

Along the Rum River in the central part of the city are separate outlots owned by two homeowners associations. Both are very attractive, wooded parcels and connected to existing trail corridors. This project may entail the donation of the land in exchange for passive improvements such as trails, picnic areas or fishing.

Justification

The associations would benefit by realizing these amenities near their homes. The $20,000 expense represents an estimate for real-estate transaction costs, and perhaps park planning to promote the donation. The park plans would generate the development cost projections.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition					20,000	20,000
Total					20,000	20,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund					20,000	20,000
Total					20,000	20,000

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Site Acquisitions

Contact

Project #	**06-ACQ-002**
Project Name	**Acquire outlots "A" in Rivers Bluff and Reilly Est**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Site Acquisitions
Contact

Project # **07-ACQ-003**
Project Name **Bunker Lake Extension Prop ROW to Alpine Drive**

Type Land
Useful Life
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$1,500,000**

Description

This project consists of the extension of Bunker Lake Blvd from the limit of Project 07-ACQ-001 at Puma Street westward to Alpine Drive.

Justification

This street extension would provide a second collector access to the development to the east as well as providing access to addition lands west of Puma Street.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition			1,500,000			1,500,000
Total			1,500,000			1,500,000

Funding Sources	2014	2015	2016	2017	2018	Total
To Be Determined			1,500,000			1,500,000
Total			1,500,000			1,500,000

Capital Improvement Program

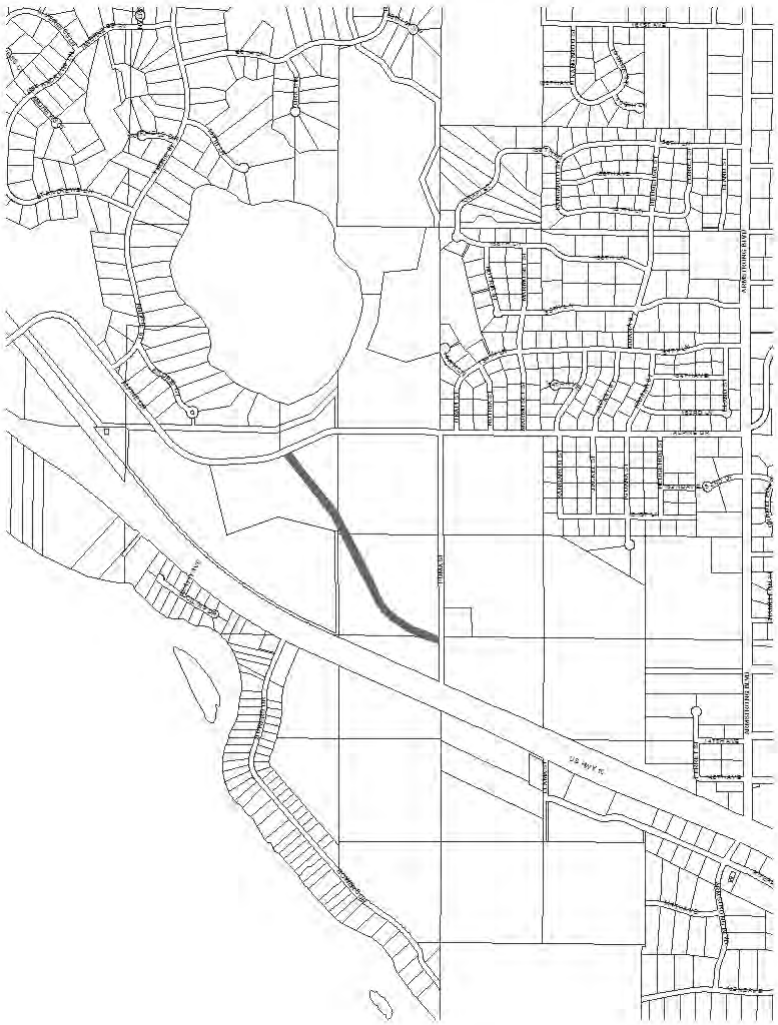
City of Ramsey, Minnesota

2014 *thru* 2018

Department Site Acquisitions

Contact

Project #	**07-ACQ-003**
Project Name	**Bunker Lake Extension Prop ROW to Alpine Drive**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Site Acquisitions
Contact

Project # 07-ACQ-004
Project Name Site Acquisition for Water Treatment Plant

Type Land
Useful Life
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$1,000,000**

Description

The Comprehensive water plan identified the need for a water treatment plant to serve the water demand for the City. Site acquisition should be started so that the site is available when design of the plant is authorized.

This work should include negotiating first right of refusal for the property.

The process will include acquisition of the River bank intake and transmission line route.

Justification

The treatment plant will provide more aesthetically pleasing water, eliminate staining, reduce fouling of water softness and improve the taste and odor of the water. With iron removed, the use of polyphosphate can be reduced or eliminated, resulting in an environmental benefit.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition		1,000,000				1,000,000
Total		1,000,000				1,000,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund		1,000,000				1,000,000
Total		1,000,000				1,000,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Site Acquisitions

Contact

Project #	**07-ACQ-004**
Project Name	**Site Acquisition for Water Treatment Plant**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Site Acquisitions
Contact

Project # 08-ACQ-002
Project Name Alpaca Estates Outlot

Type Land
Useful Life
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$35,000**

Description

This lot was not large enough to build on when the plat was filed.

Justification

This lot was the subject of a development proposal to build a single family home. The proposal was denied. Acquisition of this outlot would provide river access in this area.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition			35,000			35,000
Total			35,000			35,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Trust Fund			35,000			35,000
Total			35,000			35,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Site Acquisitions

Contact

Project #	**08-ACQ-002**
Project Name	**Alpaca Estates Outlot**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Site Acquisitions
Contact

Project # **09-ACQ-006**
Project Name **Land for Future Fire Station #4**

Type Land
Useful Life
Category Site Acquisition
Priority 6-Planned
Status Active
Total Project Cost: **$100,000**

Description

Acquisition of property for future fire station #4.

Justification

Even with the Nowthen/Ramsey joint fire service agreement, a location for a 3rd Ramsey Fire Station should continue to be looked at. Location would be centralized in the upper 1/3 of Ramsey.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition	100,000					100,000
Total	100,000					100,000

Funding Sources	2014	2015	2016	2017	2018	Total
Facility Fund	100,000					100,000
Total	100,000					100,000

Capital Improvement Program

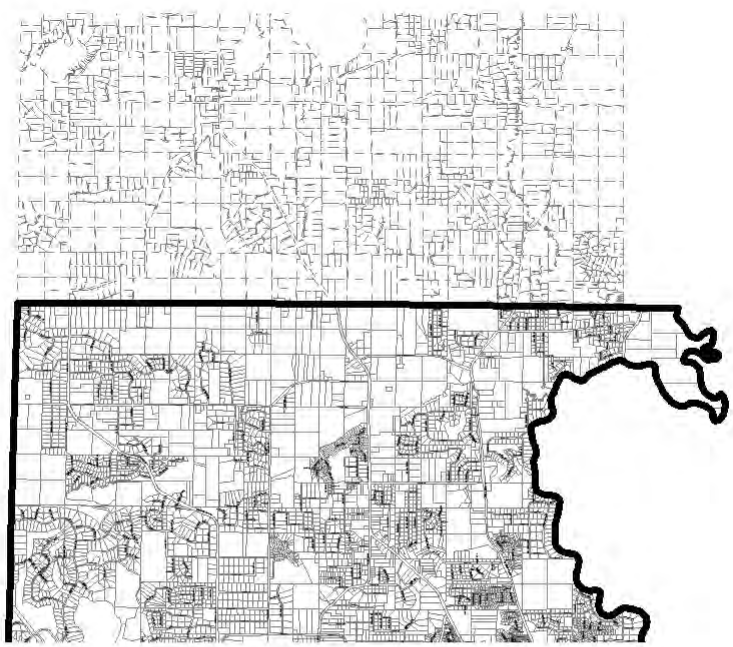
City of Ramsey, Minnesota

2014 *thru* 2018

Department Site Acquisitions

Contact

Project #	**09-ACQ-006**
Project Name	**Land for Future Fire Station #4**



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City of RAMSEY

STORM WATER UTILITY IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Storm Water Utility Improvement								
Annual Sediment Pond Cleaning	04-STRM-004	6	25,000	25,000	25,000	25,000	25,000	*125,000*
County Ditch #43 Cleaning	04-STRM-005	6			150,000			*150,000*
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STRM-011	6			560,000			*560,000*
West Mississippi Outlet	04-STRM-014	5					250,000	*250,000*
Annual Drainage Enhancements	11-STRM-001	6	75,000	75,000	75,000	75,000	75,000	*375,000*
River Storm Water Discharge Treatment	11-STRM-002	6	75,000	75,000	75,000	75,000	75,000	*375,000*
Whispering Pines Estates Plat 2 Storm Sewer	11-STRM-003	6			330,000			*330,000*
Stormwater Drainage Improvements	12-STRM-001	6	30,000		350,000	30,000		*410,000*
Storm Sewer South of Bunker Lake Blvd	13-STRM-001	6	250,000					*250,000*
Storm Water Utility Improvement Total			455,000	175,000	1,565,000	205,000	425,000	*2,825,000*
GRAND TOTAL			455,000	175,000	1,565,000	205,000	425,000	*2,825,000*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Stormwater Utility
Contact Unassigned

Project # **04-STRM-004**
Project Name **Annual Sediment Pond Cleaning**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$125,000**

Description

This is proposed as an annual project to clean sediment from stormwater detention ponds.

Justification

Water quality requirements demand that stormwater discharged to public waters must first receive treatment. Sediment ponds provide this treatment. These ponds must be cleaned of sediment to maintain their effectiveness.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	25,000	25,000	25,000	25,000	25,000	125,000
Total	25,000	25,000	25,000	25,000	25,000	125,000

Funding Sources	2014	2015	2016	2017	2018	Total
Storm Water Utility Fund	25,000	25,000	25,000	25,000	25,000	125,000
Total	25,000	25,000	25,000	25,000	25,000	125,000

Capital Improvement Program

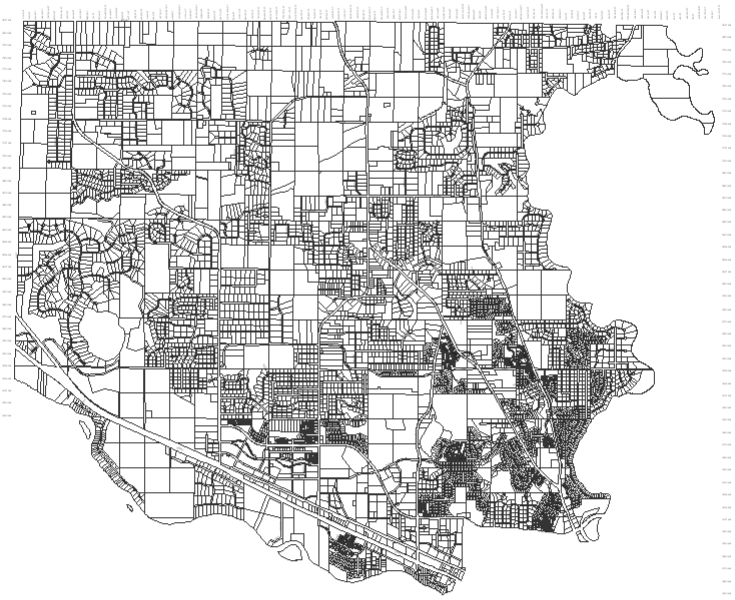
City of Ramsey, Minnesota

2014 *thru* 2018

Department Stormwater Utility

Contact Unassigned

Project #	**04-STRM-004**
Project Name	**Annual Sediment Pond Cleaning**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Stormwater Utility
Contact Unassigned

Project # **04-STRM-005**
Project Name **County Ditch #43 Cleaning**

Type Improvement
Useful Life Unassigned
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$150,000**

Description

County Ditch #43 drains an area of the City known as District Forty Three which extends north roughly to 153rd Ave and west to County Road #57. It has been storm sewered through the Flintwood Hills and River's Bend subdivisions and flows into the wetlands in River's Bend Park. The City will explore joint powers agreement with the WMO to determine if WMO can maintain the County ditch system. This project will also enhance the portions of Protected Wetland north of Sunwood Drive. It is anticipated that the project will take place concurrent with the development of the vacant parcel located between Sunfish Lake Boulevard and County Ditch 43.

Justification

The extreme northern portion of Ditch #43 has long been overgrown with vegetation and its pathway is barely distinguishable. The catch basin outlets on 153rd Ave are frequently submerged and freeze closed in winter causing the street to flood and freeze. Re-ditching approximately 1600' would serve to provide better drainage. This project will also fulfill a commitment made to the DNR during the construction of Sunwood Drive's bridge over Wetland 114p to improve that wetland.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			150,000			150,000
Total			150,000			150,000

Funding Sources	2014	2015	2016	2017	2018	Total
Storm Water Utility Fund			150,000			150,000
Total			150,000			150,000

Capital Improvement Program

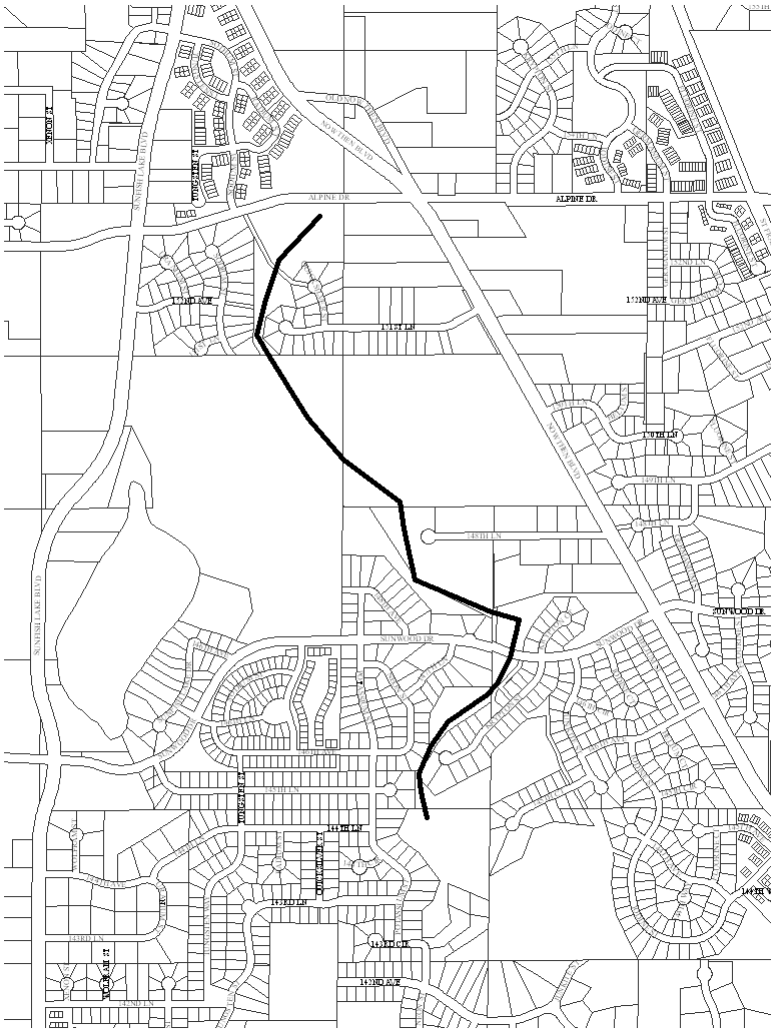
City of Ramsey, Minnesota

2014 *thru* 2018

Department Stormwater Utility

Contact Unassigned

Project #	**04-STRM-005**
Project Name	**County Ditch #43 Cleaning**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Stormwater Utility
Contact Unassigned

Project # 04-STRM-011
Project Name COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$560,000**

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by The COR Development. Upgrades include traffic signals at Rhinestone St., Town Center Drive and Zeolite Streets adjacent to The COR. Offsite improvements include a traffic signal at Sunfish Lake Blvd.

Total Cost for Bunker Lake Blvd. = $3,419,000
Total Cost for Regional Roadway improvements = $14,607,860

Bonded amount $560,000 @ 10 years @ 5% int = $712,710

Justification

The construction of The COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Armstrong Blvd and the intersection at Bunker Lake and Hwy 10 to better handle the traffic.

See projects COR Armstrong, COR Hwy 10 and COR Ramsey Blvd.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			560,000			560,000
Total			560,000			560,000

Funding Sources	2014	2015	2016	2017	2018	Total
Storm Water Utility Fund			560,000			560,000
Total			560,000			560,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Stormwater Utility

Contact Unassigned

Project #	**04-STRM-011**
Project Name	**COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Stormwater Utility
Contact Unassigned

Project # **04-STRM-014**
Project Name **West Mississippi Outlet**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 5 Future Consideration
Status Future Consideration

Total Project Cost: **$250,000**

Description

It is proposed to construct a 54" outlet from the existing Regional Storm Pond located at Hwy 10 and Alpine Drive southward to the Mississippi River.

Justification

The area south of the tracks and west of Bowers Drive has the potential for development but is constrained by the fact that there is no storm water outlet for the area. The construction of this outlet would eliminate that constraint.

This project would be tied to a development proposal in the benefited addition.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition					50,000	50,000
Improvements Other than Build					200,000	200,000
Total					250,000	250,000

Funding Sources	2014	2015	2016	2017	2018	Total
Storm Water Utility Fund					250,000	250,000
Total					250,000	250,000

Capital Improvement Program

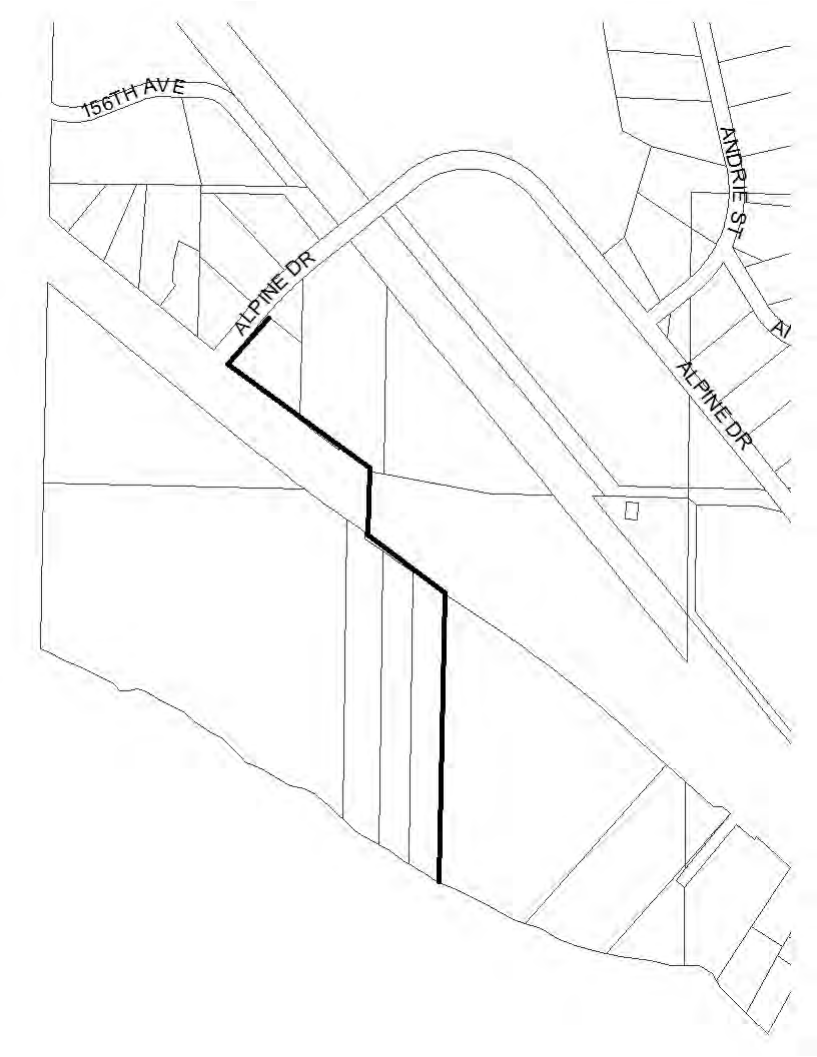
City of Ramsey, Minnesota

2014 *thru* 2018

Department Stormwater Utility

Contact Unassigned

Project #	**04-STRM-014**
Project Name	**West Mississippi Outlet**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Stormwater Utility
Contact

Project # 11-STRM-001
Project Name Annual Drainage Enhancements

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$600,000**

Description

This program will address existing drainage problems which have been reviewed and prioritized by staff and Council. In 2011 - 156th Avenue & Armstrong Blvd

Justification

Numerous drainage issues are brought to the attention of staff each year. Priority will be focused on projects involving other scheduled construction to minimize costs.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
225,000	Improvements Other than Build	75,000	75,000	75,000	75,000	75,000	375,000
Total	Total	75,000	75,000	75,000	75,000	75,000	375,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
225,000	Storm Water Utility Fund	75,000	75,000	75,000	75,000	75,000	375,000
Total	Total	75,000	75,000	75,000	75,000	75,000	375,000

Capital Improvement Program

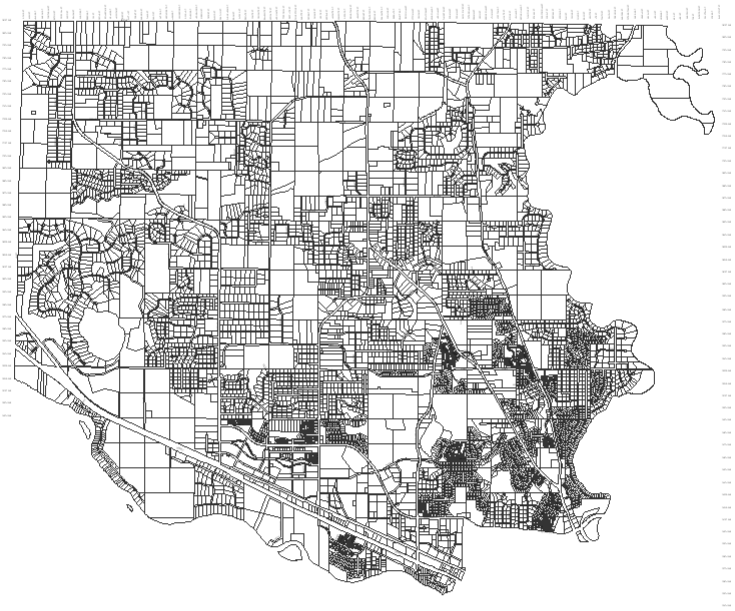
City of Ramsey, Minnesota

2014 *thru* 2018

Department Stormwater Utility

Contact

Project #	**11-STRM-001**
Project Name	**Annual Drainage Enhancements**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Stormwater Utility
Contact

Project # 11-STRM-002
Project Name River Storm Water Discharge Treatment

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$525,000**

Description

This project will provide treatment for storm water structures that discharge directly into the Rum River and Mississippi River without quality treatment.

Justification

These existing storm water discharges were constructed at a time when quality treatment was not required. There are currently a dozen such discharges in the city. This work will be including in areas scheduled for street work other construction to minimize costs and inconvenience to the public.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
150,000	Improvements Other than Build	75,000	75,000	75,000	75,000	75,000	375,000
Total	Total	75,000	75,000	75,000	75,000	75,000	375,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
150,000	Storm Water Utility Fund	75,000	75,000	75,000	75,000	75,000	375,000
Total	Total	75,000	75,000	75,000	75,000	75,000	375,000

Capital Improvement Program

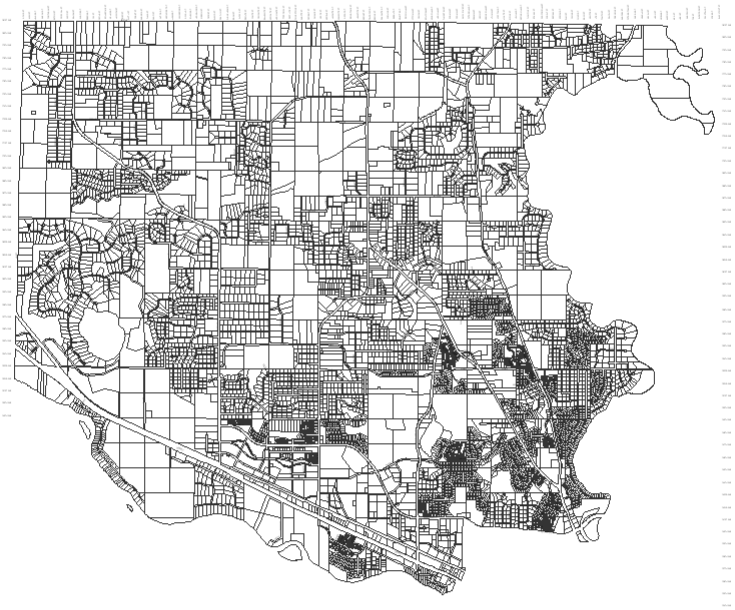
City of Ramsey, Minnesota

2014 *thru* 2018

Department Stormwater Utility

Contact

Project #	**11-STRM-002**
Project Name	**River Storm Water Discharge Treatment**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Stormwater Utility
Contact

Project # **11-STRM-003**
Project Name **Whispering Pines Estates Plat 2 Storm Sewer**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$330,000**

Description

Install storm sewer in Whispering Pines Estate Plat 2. The plat is located west of Armstrong Blvd and south of Alpine Drive.

Justification

The Plat was developed with unpaved streets, ditches, and driveway culverts. The project was subsequently paved. The ditches and driveway culverts have sunken in over time. Residents near the high side of the Plat have experienced driveway flooding and washout. This project would install storm sewer and address drainage throughout the Plat.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			330,000			330,000
Total			330,000			330,000

Funding Sources	2014	2015	2016	2017	2018	Total
Storm Water Management Fun			330,000			330,000
Total			330,000			330,000

Capital Improvement Program

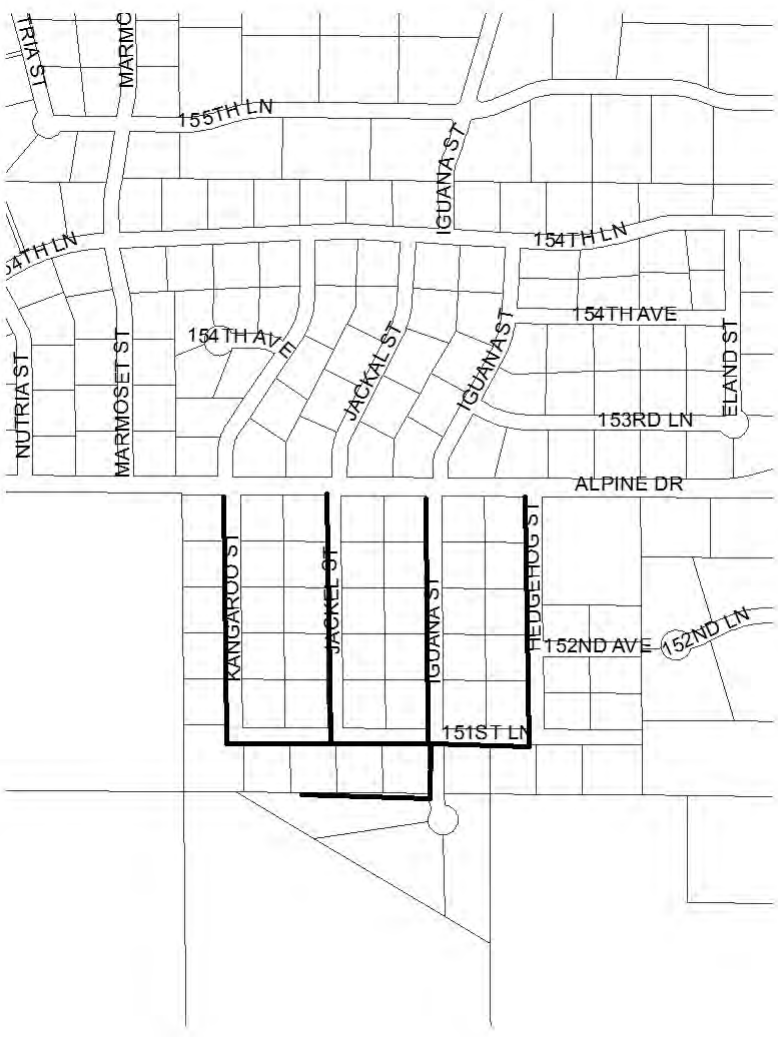
2014 *thru* 2018

City of Ramsey, Minnesota

Department Stormwater Utility

Contact

Project #	**11-STRM-003**
Project Name	**Whispering Pines Estates Plat 2 Storm Sewer**



Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Stormwater Utility
Contact

Project # 12-STRM-001
Project Name Stormwater Drainage Improvements

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$520,000**

Description

This project will address stormwater drainage problems reported in 2011.

Justification

These projects will add storm sewer pipe, clean ditches and address standing water concerns.

- 156th and Armstrong - Clean ditch or add storm sewer 2014 $ 30,000

- 156th Lane and Juniper Ridge Drive - Install pipe to relieve water backing up in existing pipes 2016 $ 350,000

- Riverdale Drive (E. of Dolomite) - Water treatment structure installation to improve watershed 2017 $30,000.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
110,000	Improvements Other than Build	30,000		350,000	30,000		410,000
Total	Total	30,000		350,000	30,000		410,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
110,000	Storm Water Utility Fund	30,000		350,000	30,000		410,000
Total	Total	30,000		350,000	30,000		410,000

Capital Improvement Program

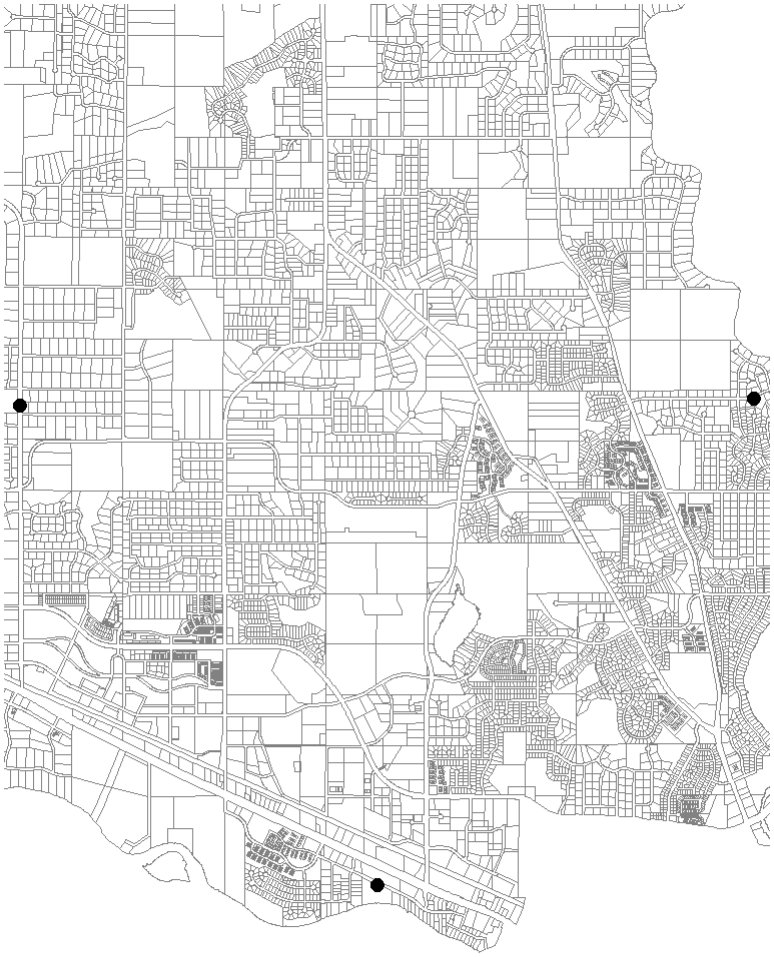
City of Ramsey, Minnesota

2014 *thru* 2018

Department Stormwater Utility

Contact

Project #	**12-STRM-001**
Project Name	**Stormwater Drainage Improvements**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Stormwater Utility
Contact

Project # **13-STRM-001**
Project Name **Storm Sewer South of Bunker Lake Blvd**

Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvem
Priority 6-Planned
Status Active
Total Project Cost: **$250,000**

Description

Extend storm sewer from Bunker Lake Blvd to Lake Ramsey

Justification

This project will extend storm sewer from Bunker Lake Blvd to Lake Ramsey. Storm sewer was installed under Bunker Lake Blvd with the RTC 8-10 project. This pipe does not have an outlet. This project will connect the existing storm sewer to Lake Ramsey. The lots in COR Three cannot be bult on until this pipe is installed.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	250,000					250,000
Total	250,000					250,000

Funding Sources	2014	2015	2016	2017	2018	Total
Storm Water Utility Fund	250,000					250,000
Total	250,000					250,000

Capital Improvement Program

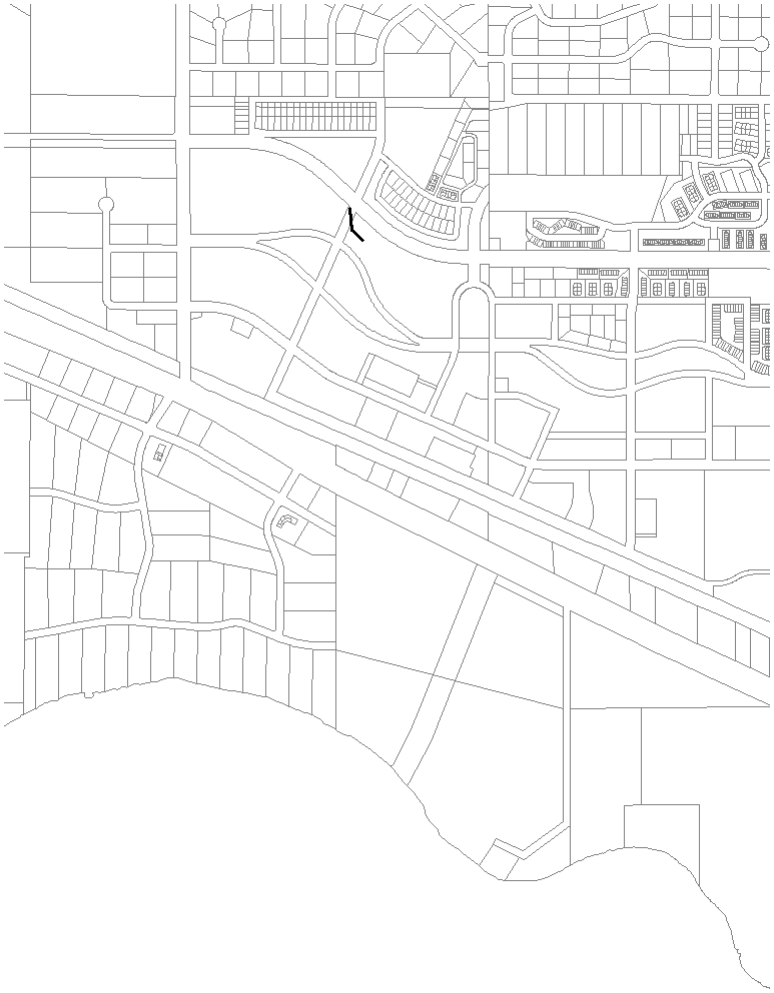
City of Ramsey, Minnesota

2014 *thru* 2018

Department Stormwater Utility

Contact

Project #	**13-STRM-001**
Project Name	**Storm Sewer South of Bunker Lake Blvd**



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STREET IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Street Improvement								
Annual Street Reconstruction Program	04-STR-001	6	1,000,000	2,200,000	2,200,000	2,200,000	2,200,000	*9,800,000*
McKinley Street	04-STR-006	6			1,235,000			*1,235,000*
North Highway 10 Frontage Road	04-STR-007	5					440,000	*440,000*
Zeolite Roadway Improvements	04-STR-012	6		400,000				*400,000*
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STR-014	6			3,500,000			*3,500,000*
Variolite Street (Alpine Dr. to Ramsey Town Ctr.)	04-STR-018	6				1,700,000		*1,700,000*
County Road 5/Alpine Drive Realignment & Signals	06-STR-002	6	1,567,000					*1,567,000*
Single Road Access Areas	06-STR-003	6	25,000	25,000	25,000	25,000	25,000	*125,000*
Veterans Drive Streetscape	08-STR-002	5					240,000	*240,000*
River Pines Lift Station Street Connection	08-STR-005	6					55,000	*55,000*
Bunker Lake Blvd Sunwood Drive Signal	12-STR-001	6		225,000				*225,000*
Bunker Lake Blvd Extension	12-STR-003	6		2,000,000				*2,000,000*
167th Avenue Extension	12-STR-004	6				1,500,000		*1,500,000*
Garnet Street Reconstruction	12-STR-005	6	1,200,000					*1,200,000*
Riverdale Drive Extension Traprock - Armstrong	12-STR-007	6	2,168,000					*2,168,000*
Reconstruct Riverdale Drive to Tungston Street	12-STR-008	6				1,350,000		*1,350,000*
Construct Center Street (COR)	14-STR-001	6	650,369					*650,369*
Street Improvement Total			6,610,369	4,850,000	6,960,000	6,775,000	2,960,000	*28,155,369*
GRAND TOTAL			6,610,369	4,850,000	6,960,000	6,775,000	2,960,000	*28,155,369*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-001**
Project Name **Annual Street Reconstruction Program**

Type Improvement
Useful Life 7 Years
Category Municipal Building
Priority 6-Planned
Status Active
Total Project Cost: **$9,800,000**

Description

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis.

Justification

Regular scheduled maintenance safeguards the considerable investment the City has in its pavements by maximizing pavement life and minimizing emergency repairs.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	1,000,000	2,200,000	2,200,000	2,200,000	2,200,000	9,800,000
Total	1,000,000	2,200,000	2,200,000	2,200,000	2,200,000	9,800,000

Funding Sources	2014	2015	2016	2017	2018	Total
Franchise Fee	500,000	1,700,000	1,700,000	1,700,000	1,700,000	7,300,000
General Fund	500,000	500,000	500,000	500,000	500,000	2,500,000
Total	1,000,000	2,200,000	2,200,000	2,200,000	2,200,000	9,800,000

Capital Improvement Program

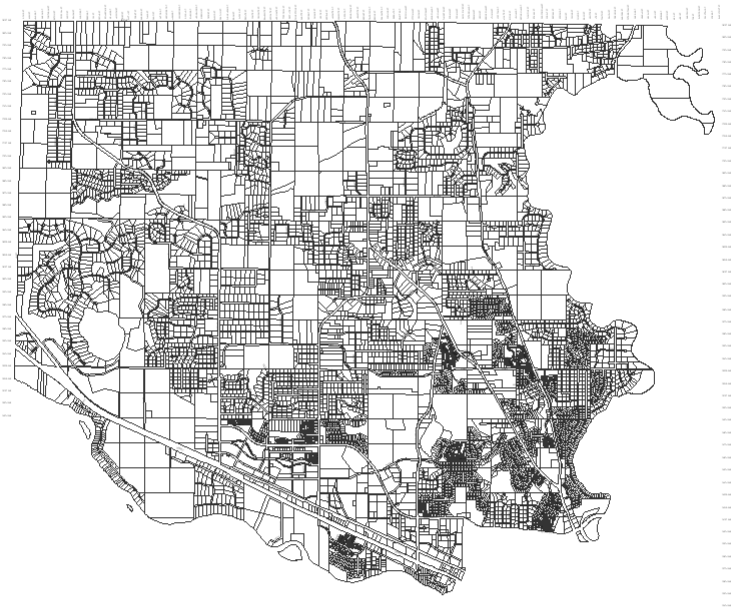
2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements

Contact Unassigned

Project #	**04-STR-001**
Project Name	**Annual Street Reconstruction Program**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-006**
Project Name **McKinley Street**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,235,000**

Description

This project would complete the connection of streets between Sunfish Lake Boulevard and Ramsey Boulevard. It includes street, side walks, watermain, and storm sewer costs. Project costs will include right of way acquisition.

Total $1,235,000

FUNDING IS AVAILABLE ONLY IF F&C HAS REPAID LOAN OBLIGATION of $1.3M

Justification

With continuing discussion regarding the congestion on TH 10, this project will provide an alternate for the internal traffic, particularly truck traffic, to avoid using Hwy 10. This is an MSA route; therefore, MSA funds may be available.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition			435,000			435,000
Improvements Other than Build			800,000			800,000
Total			1,235,000			1,235,000

Funding Sources	2014	2015	2016	2017	2018	Total
Tax Increment Fund #1			1,235,000			1,235,000
Total			1,235,000			1,235,000

Capital Improvement Program

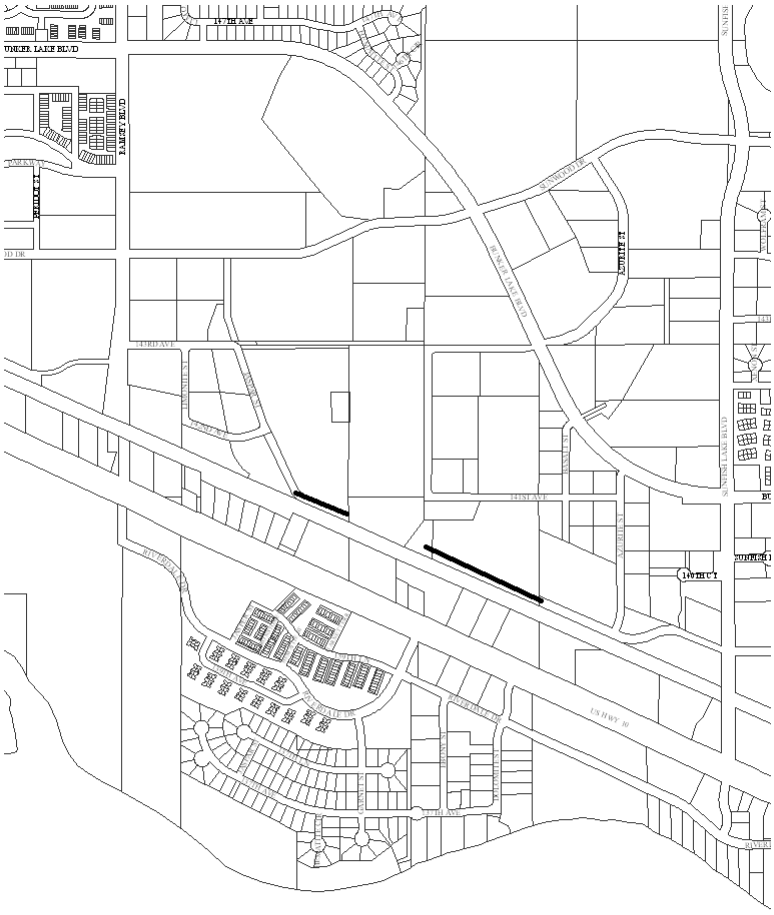
City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact Unassigned

Project #	**04-STR-006**
Project Name	**McKinley Street**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-007**
Project Name **North Highway 10 Frontage Road**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 5 Future Consideration
Status Future Consideration

Total Project Cost: **$440,000**

Description

Construction of a frontage road between Thurston Avenue and Sunfish Lake Blvd. (CR 57) between north side of Highway 10 and the railroad tracks. This project requires right of way acquisition.

Justification

This project would eliminate 13 direct accesses onto Highway 10. It is contingent on funds for access control being available through a Mn/DOT grant.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition					200,000	200,000
Improvements Other than Build					240,000	240,000
Total					440,000	440,000

Funding Sources	2014	2015	2016	2017	2018	Total
Grants and Aids					440,000	440,000
Total					440,000	440,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact Unassigned

Project #	**04-STR-007**
Project Name	**North Highway 10 Frontage Road**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-012**
Project Name **Zeolite Roadway Improvements**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$400,000**

Description

This project consists of the installation of a street and storm sewer in the western portion of the COR

Funding from TIF 14 will only be available if tax increment is created to be able to bond (20% of available increment needed for bonding or $80,000 available increment)

Justification

These improvements will be necessary to support the development anticipated in the west COR area.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build		400,000				400,000
Total		400,000				400,000

Funding Sources	2014	2015	2016	2017	2018	Total
Tax Increment Fund #14		400,000				400,000
Total		400,000				400,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact Unassigned

Project #	**04-STR-012**
Project Name	**Zeolite Roadway Improvements**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-014**
Project Name **COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$3,500,000**

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by the COR Development. Upgrades include traffic signals at Town Center Drive. Offsite improvements include a traffic signal at Sunfish Lake Blvd.

Total Cost for Bunker Lake Blvd. = $3,419,000
Total Cost for Regional Roadway improvements = $14,607,860

Funding from TIF 14 will only be available if tax increment is created to be able to bond (20% of available increment needed for bonding or $602,000 available increment)

Justification

The construction of the COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Bunker Lake Blvd to handle traffic from the COR

See projects COR Armstrong, COR Hwy 10 and COR Ramsey Blvd.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			3,500,000			3,500,000
Total			3,500,000			3,500,000

Funding Sources	2014	2015	2016	2017	2018	Total
Tax Increment Fund #14			3,500,000			3,500,000
Total			3,500,000			3,500,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact Unassigned

Project #	**04-STR-014**
Project Name	**COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **04-STR-018**
Project Name **Variolite Street (Alpine Dr. to Ramsey Town Ctr.)**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,700,000**

Description

This project would extend Variolite Street southward through the Hanson tree farm and use the existing right-of-way of Uranimite Street between 192nd Lane and 149th Avenue. Property and right-of-way acquisition will be necessary.

MSA funding is running negative with this project added. Will need to find other funding source or cut project. MSA fund over $5M negative with this project.

Justification

Variolite Street is a 2 1/4 mile long north/south collector roadway. The extension of this roadway south of Alpine will provide direct access for the northwestern portion of the city to Ramsey Town Center.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition				700,000		700,000
Improvements Other than Build				1,000,000		1,000,000
Total				1,700,000		1,700,000

Funding Sources	2014	2015	2016	2017	2018	Total
MSA				1,700,000		1,700,000
Total				1,700,000		1,700,000

Capital Improvement Program

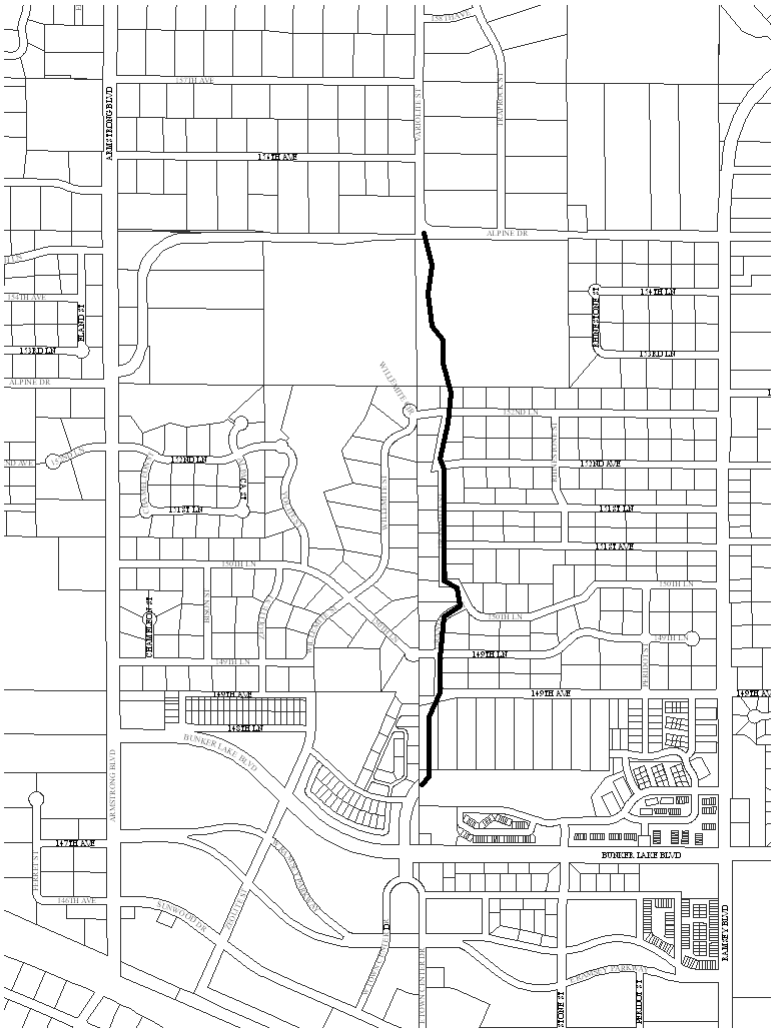
City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact Unassigned

Project #	**04-STR-018**
Project Name	**Variolite Street (Alpine Dr. to Ramsey Town Ctr.)**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # 06-STR-002
Project Name County Road 5/Alpine Drive Realignment & Signals

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,567,000**

Description

Anoka County received a federal grant to signalize this intersection.

Justification

This project will remove the southern access to old County Hwy 5. It will provide turn lanes at the signal. The amount listed is the city share of the project.

A four-way stop was installed by the County until these improvements are completed.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	1,567,000					1,567,000
Total	1,567,000					1,567,000

Funding Sources	2014	2015	2016	2017	2018	Total
Grants and Aids	1,317,000					1,317,000
MSA	250,000					250,000
Total	1,567,000					1,567,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**06-STR-002**
Project Name	**County Road 5/Alpine Drive Realignment & Signals**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # 06-STR-003
Project Name Single Road Access Areas

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$175,000**

Description

There are over 30 locations within the City which rely on a single access point to serve neighborhoods in excess of the allowable 600 foot cul de sac length. This project would establish a fund for the elimination of such limited access locations as opportunities arise.

Justification

Public safety is greatly enhanced by the ability to have alternate accesses in residential neighborhoods.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
50,000	Improvements Other than Build	25,000	25,000	25,000	25,000	25,000	125,000
Total	Total	25,000	25,000	25,000	25,000	25,000	125,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
50,000	Park Improvement Trust Fund	25,000					25,000
Total	Public Improvement Revolving		25,000	25,000	25,000	25,000	100,000
	Total	25,000	25,000	25,000	25,000	25,000	125,000

Capital Improvement Program

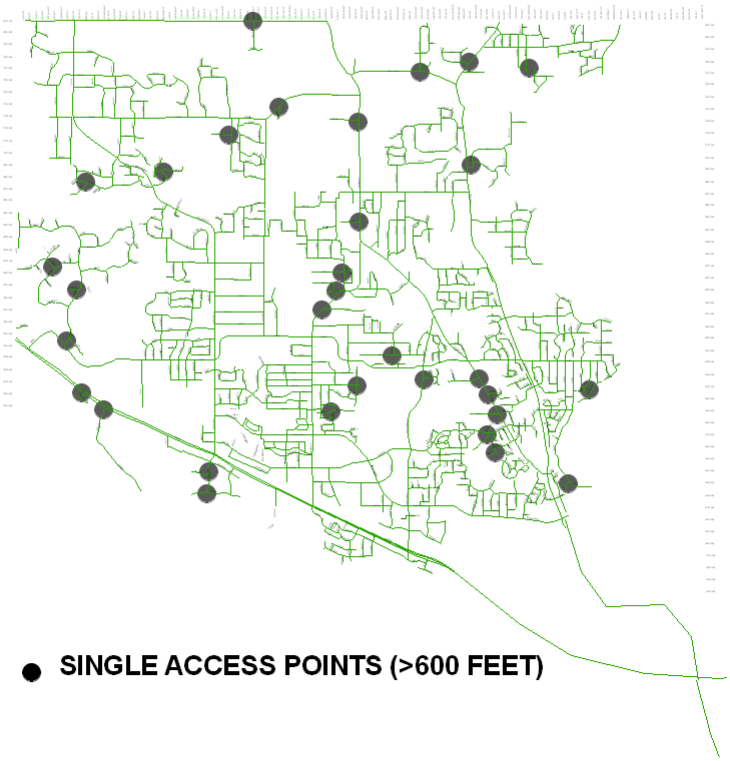
City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**06-STR-003**
Project Name	**Single Road Access Areas**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **08-STR-002**
Project Name **Veterans Drive Streetscape**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 5 Future Consideration
Status Future Consideration

Total Project Cost: **$240,000**

Description

The COR development plans included landscaping adjacent to public streets. This project includes a berm with landscaping between the street and the BNSF Railroad ROW.

Justification

The Northstar Rail Station has been completed and properties along Veterans Drive are developing.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					240,000	240,000
Total					240,000	240,000

Funding Sources	2014	2015	2016	2017	2018	Total
To Be Determined					240,000	240,000
Total					240,000	240,000

Capital Improvement Program

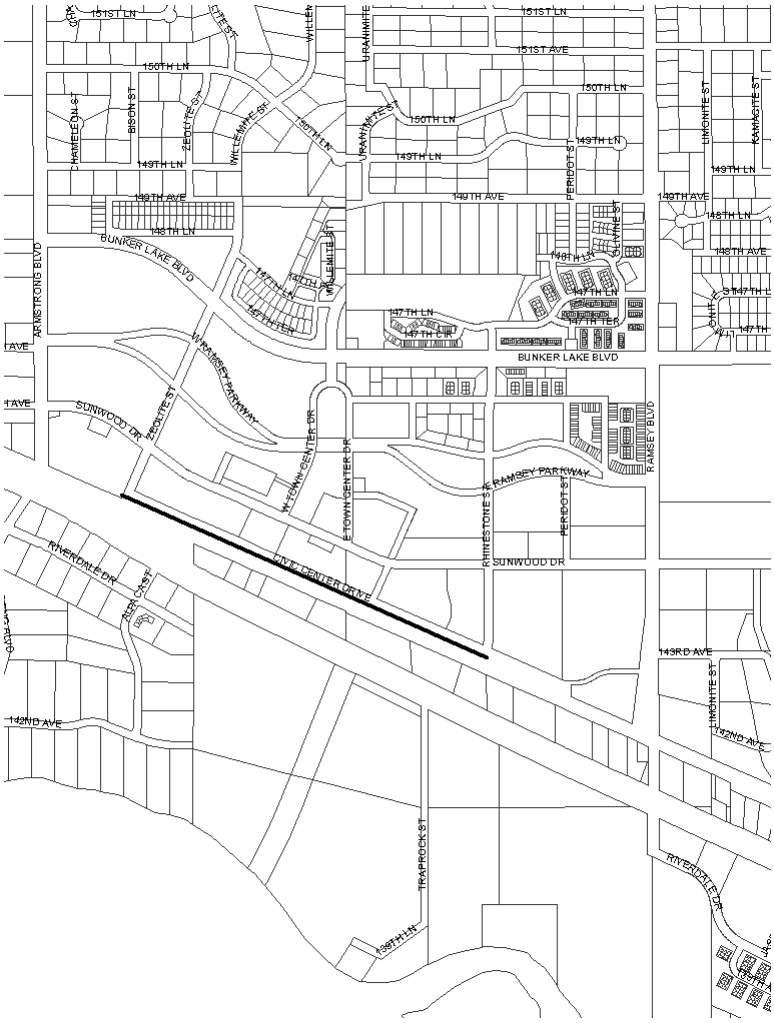
City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**08-STR-002**
Project Name	**Veterans Drive Streetscape**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **08-STR-005**
Project Name **River Pines Lift Station Street Connection**

Type Improvement
Useful Life 20 Years
Category Street Improvement
Priority 6-Planned
Status Future Consideration
Total Project Cost: **$55,000**

Description

This project involves extending the street in conjunction with extending gravity sewer to the River Pines Lift Station.

Total costs including street & water utility = $120,000.

Justification

The project originally included installing sewer in an easement to eliminate the lift station. The property was on the market and the City acquired it so a street connection can be made, eliminating a long cul-de-sac.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					55,000	55,000
Total					55,000	55,000

Funding Sources	2014	2015	2016	2017	2018	Total
Public Improvement Revolving					55,000	55,000
Total					55,000	55,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**08-STR-005**
Project Name	**River Pines Lift Station Street Connection**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # 12-STR-001
Project Name Bunker Lake Blvd Sunwood Drive Signal

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$225,000**

Description

Construct Traffic Signal at Bunker Lake Blvd and Sunwood Drive.

This cost assumes no additional road work.

Justification

This project will construct a traffic signal at Bunker Lake Blvd and Sunwood Drive. It is part of the regional roadway improvements included in the Joint Powers Agreement for the The COR Project. The intersection currently has a 4-way stop. Conversion of traffic will be dependant upon the traffic volumes.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build		225,000				225,000
Total		225,000				225,000

Funding Sources	2014	2015	2016	2017	2018	Total
MSA		225,000				225,000
Total		225,000				225,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**12-STR-001**
Project Name	**Bunker Lake Blvd Sunwood Drive Signal**



Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements
Contact

Project # 12-STR-003
Project Name Bunker Lake Blvd Extension

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,000,000**

Description

Complete south half of Bunker Lake Blvd west of Armstrong Blvd

Has Funding from MSA account, but fund balance is over $2M negative with this project.

Justification

This project will complete Bunker Lake Boulevard west of Armstrong Boulevard. The west bound lanes were completed in 2011. This will complete the east bound lanes.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
0	Improvements Other than Build		2,000,000				2,000,000
Total	Total		2,000,000				2,000,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
0	MSA		2,000,000				2,000,000
Total	Total		2,000,000				2,000,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**12-STR-003**
Project Name	**Bunker Lake Blvd Extension**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **12-STR-004**
Project Name **167th Avenue Extension**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,500,000**

Description

This project will extend 167th Avenue west to Variolite

Project has no funding. MSA account is over $5M negative.

Justification

This project will provide an east west connection across the central area of the City.

Expenditures	2014	2015	2016	2017	2018	Total
Land Acquisition				500,000		500,000
Improvements Other than Build				1,000,000		1,000,000
Total				1,500,000		1,500,000

Funding Sources	2014	2015	2016	2017	2018	Total
MSA				1,500,000		1,500,000
Total				1,500,000		1,500,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**12-STR-004**
Project Name	**167th Avenue Extension**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **12-STR-005**
Project Name **Garnet Street Reconstruction**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,200,000**

Description

Reconstruct Garnet Street north of 167th Avenue. First project constructed with Road Reconstruction dollars from the Franchise Fee with budget of $1,200,000.

Justification

Garnet Street has needed reconstruction for several years. This project will replace the failing pavement. This is the beginning of the long term road construction initiative to be reimbursed through a franchise fee as decided by City Council.

The project includes curb, gutter, sidewalks, and storm sewer, but does not include sewer, and water. Sewer and water would add approximately $400,000 to the project costs. The estimates include approximately $250,000 for soil corrections.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	1,200,000					1,200,000
Total	1,200,000					1,200,000

Funding Sources	2014	2015	2016	2017	2018	Total
Franchise Fee	1,200,000					1,200,000
Total	1,200,000					1,200,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**12-STR-005**
Project Name	**Garnet Street Reconstruction**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **12-STR-007**
Project Name **Riverdale Drive Extension Traprock - Armstrong**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,168,000**

Description

This project would extend Riverdale Drive from Traprock to Armstrong Boulevard

Justification

The City has applied for a grant from MN/DOT for construction of this segment of street. The Armstrong Boulevard overpass will require the extension of Riverdale Drive to provide local access. This project includes installation of sanitary sewer and water with construction of the street. The utility costs are itemized on separate projects.

Watermain Extension (04-WTR-018) $ 521,000
Sewer Extension (12-SEW-003) $ 202,500
Street Improvement (12-STR-007) $2,168,000
Total Project Cost $ 2,891,500

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	2,168,000					2,168,000
Total	2,168,000					2,168,000

Funding Sources	2014	2015	2016	2017	2018	Total
Grants and Aids	702,000					702,000
MSA	1,191,000					1,191,000
Tax Increment Fund #4	275,000					275,000
Total	2,168,000					2,168,000

Capital Improvement Program

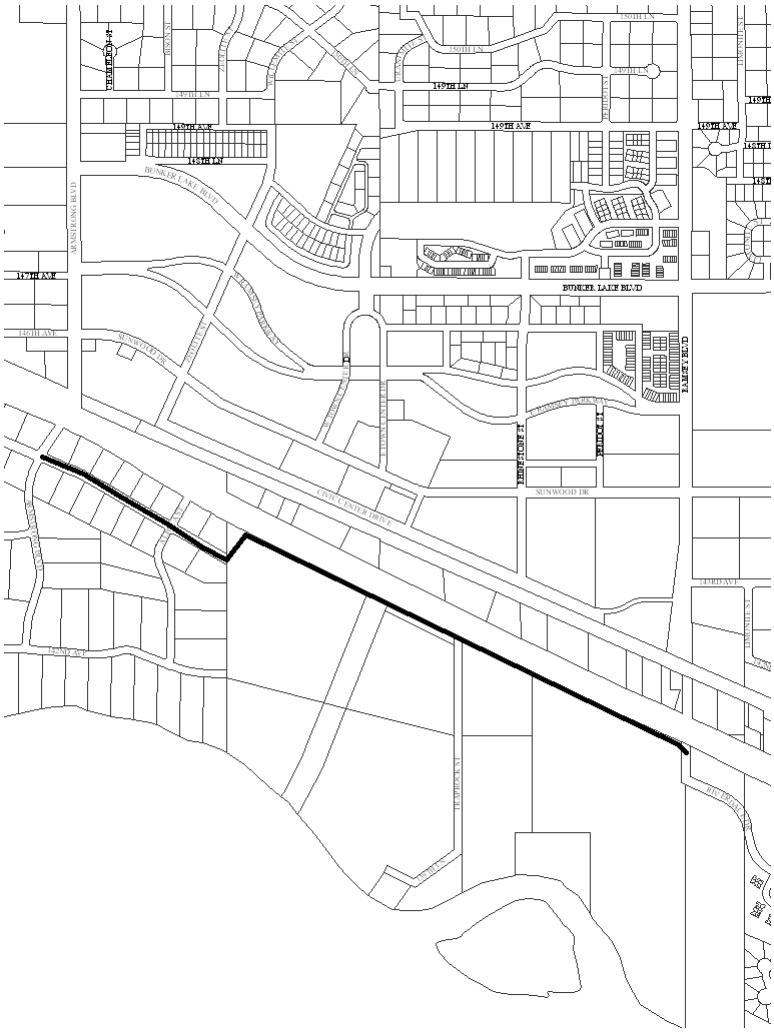
City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**12-STR-007**
Project Name	**Riverdale Drive Extension Traprock - Armstrong**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact

Project # **12-STR-008**
Project Name **Reconstruct Riverdale Drive to Tungston Street**

Type Improvement
Useful Life 25
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,350,000**

Description

This project would reconstruct Riverdale Drive to Tungston Street

No Funding available at current time pushed out to 2017 to see what happens

Justification

This project will reconstruct Riverdale Drive, grading the shoulder for a 10 foot bituminous trail which is part of the Mississippi River Trail grant from the National Park Service. This project as scoped removes all bituminous and curb. Storm sewer will be installed to meet MSA spacing guidelines. The curb will be replaced and new bituminous will be installed. This is an MSA route.

The roadway is scoped at two 12 foot driving lanes and two eight foot parking lanes. There could be cost savings through retaining the curb on one side of the road, installed one 8 foot parking lane and replacing curb.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build				1,350,000		1,350,000
Total				1,350,000		1,350,000

Funding Sources	2014	2015	2016	2017	2018	Total
Public Improvement Revolving				1,350,000		1,350,000
Total				1,350,000		1,350,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact

Project #	**12-STR-008**
Project Name	**Reconstruct Riverdale Drive to Tungston Street**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Improvements
Contact Unassigned

Project # **14-STR-001**
Project Name **Construct Center Street (COR)**

Type Improvement
Useful Life 50 Years
Category Street Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$650,369**

Description

Construction of Center Street from East Town Center Drive to Sunwood Drive.

Justification

This project will convert the gravel drive between East Town Center Drive and Sunwood Drive to a paved street. The street from Sunwood Drive though the 1st block north will be permanent construction with curb, gutter, bituminous pavement and sidewalk. The street in the next block past the pump house will be bituminous pavement with bituminous trail. The configuration of the streets to the west will be determined when that parcel is developed. Using a temporary section past the pump house will provide a paved street while preserving future development opportunities for the adjacent parcel.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	650,369					650,369
Total	650,369					650,369

Funding Sources	2014	2015	2016	2017	2018	Total
Grants and Aids	650,369					650,369
Total	650,369					650,369

Capital Improvement Program

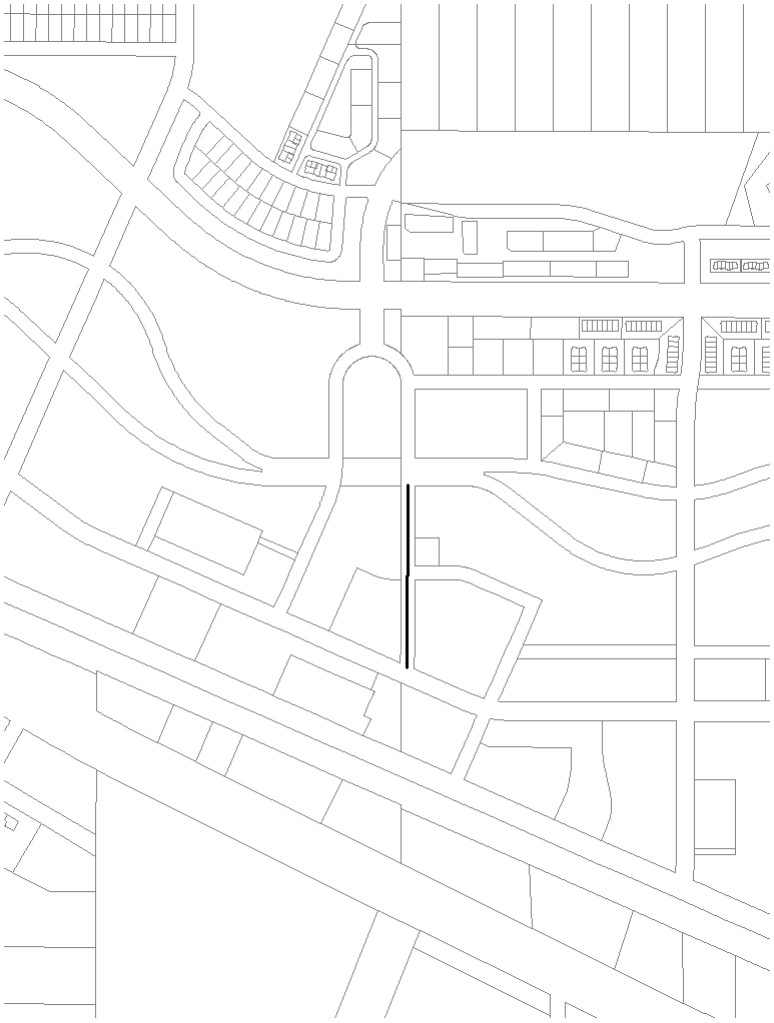
City of Ramsey, Minnesota

2014 *thru* 2018

Department Street Improvements

Contact Unassigned

Project #	**14-STR-001**
Project Name	**Construct Center Street (COR)**



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City of RAMSEY

STREET LIGHT UTILITY IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Street Light Utility Improvement								
Priority D Street Lights	05-STLT-001	6	15,000	15,000	15,000	15,000	15,000	*75,000*
Street Light Utility Improvement Total			15,000	15,000	15,000	15,000	15,000	*75,000*
GRAND TOTAL			15,000	15,000	15,000	15,000	15,000	*75,000*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Light Utility
Contact Unassigned

Project # 05-STLT-001
Project Name Priority D Street Lights

Type Improvement
Useful Life 20 Years
Category Street Light Utility Improveme
Priority 6-Planned
Status Active
Total Project Cost: **$195,000**

Description

Install street lights in priority locations.

Justification

Install additional street lights as future intersections are constructed, existing intersections are deemed to require more lighting, or for installation of lights in special locations.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
120,000	Improvements Other than Build	15,000	15,000	15,000	15,000	15,000	75,000
Total	Total	15,000	15,000	15,000	15,000	15,000	75,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
120,000	Street Light Utility Fund	15,000	15,000	15,000	15,000	15,000	75,000
Total	Total	15,000	15,000	15,000	15,000	15,000	75,000

Capital Improvement Program

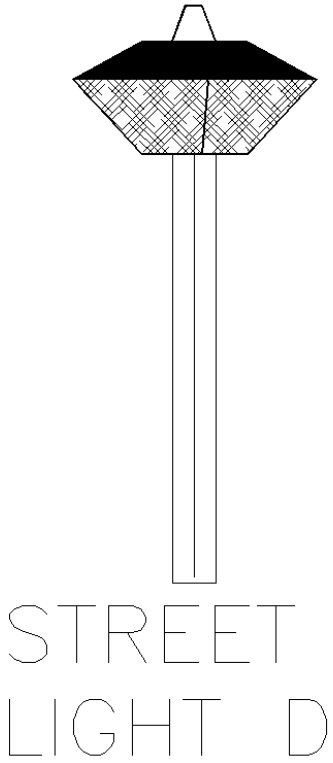
2014 *thru* 2018

City of Ramsey, Minnesota

Department Street Light Utility

Contact Unassigned

Project #	**05-STLT-001**
Project Name	**Priority D Street Lights**



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City of RAMSEY

WATER UTILITY IMPROVEMENT

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City of Ramsey, Minnesota

Capital Improvement Program

2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Water Utility Improvement								
WM Looping: Alpine Dr. (CSAH 5 to Krypton St.)	04-WTR-001	6	100,000					*100,000*
Renovate Pump House 2	04-WTR-004	5					49,000	*49,000*
Complete Pump House 3	04-WTR-005	6					60,000	*60,000*
The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)	04-WTR-009	6			350,000			*350,000*
Water Treatment Plant Construction	04-WTR-017	6				9,700,000	8,700,000	*18,400,000*
Watermain Looping: (Ramsey Blvd to Armstrong Blvd)	04-WTR-018	6	521,000					*521,000*
1.5 MG Ground Storage Reservoir	05-WTR-004	6				2,000,000		*2,000,000*
Well Rehabilitation & Pump Replacement	07-WTR-001	6	30,000	32,000	35,000	38,000	41,000	*176,000*
River Pines Lift Station Water Connection	08-WTR-003	6				20,000		*20,000*
Fire Station #1 Extension of Water	11-WTR-003	6	25,000					*25,000*
Watermain Sunfish Lk Blvd	12-WTR-001	6			350,000			*350,000*
REFURBISH WATER TOWER #2	14-WTR-001	6				1,300,000		*1,300,000*
REFURBISH WATER TOWER #1	14-WTR-002	6					1,300,000	*1,300,000*
PUMP HOUSE #1 BUILDING REPAIRS	14-WTR-003	6	20,000					*20,000*
Water Utility Improvement Total			696,000	32,000	735,000	13,058,000	10,150,000	*24,671,000*
GRAND TOTAL			696,000	32,000	735,000	13,058,000	10,150,000	*24,671,000*

Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **04-WTR-001**
Project Name **WM Looping: Alpine Dr. (CSAH 5 to Krypton St.)**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$100,000**

Description

This project includes the installation of 2400 lf of 12" watermain along the north side of Alpine Dr. from CSAH 5 to Krypton Street.

Justification

This project would complete a 12" loop along Alpine Drive which will have the benefit of bolstering fire flows along the northern edge of the water utility service area.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	100,000					100,000
Total	100,000					100,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund	100,000					100,000
Total	100,000					100,000

Capital Improvement Program

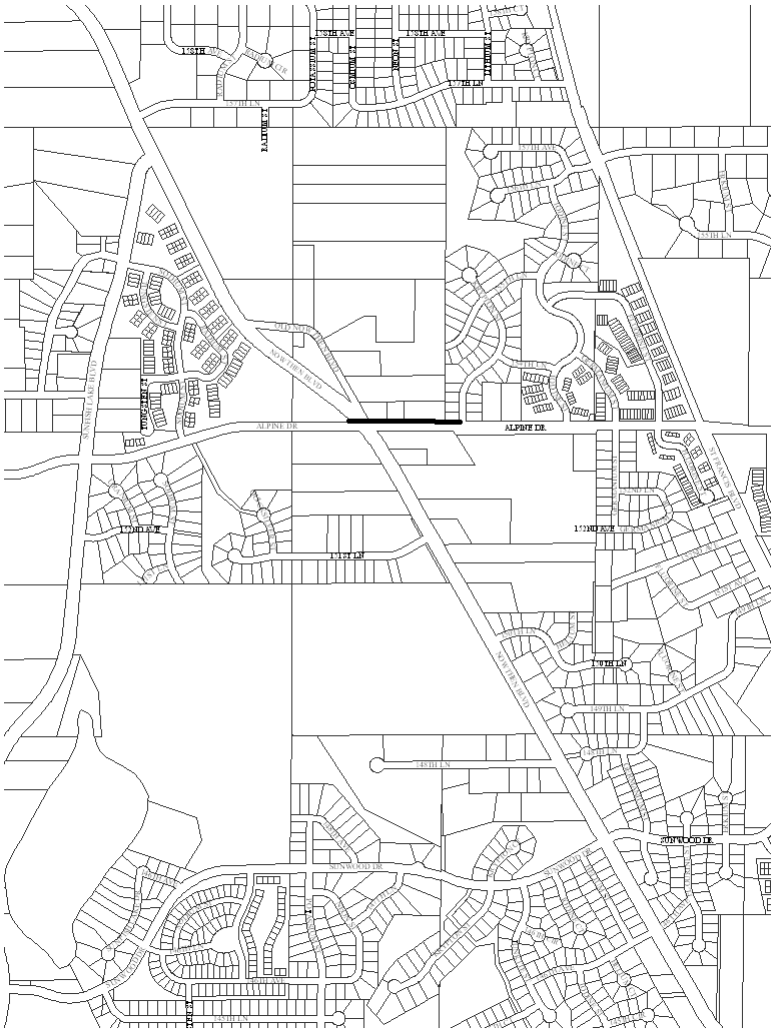
2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility

Contact Unassigned

Project #	**04-WTR-001**
Project Name	**WM Looping: Alpine Dr. (CSAH 5 to Krypton St.)**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **04-WTR-004**
Project Name **Renovate Pump House 2**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 5 Future Consideration
Status Future Consideration
Total Project Cost: **$49,000**

Description

Renovate exterior of building to match The COR building and landscaping.

Justification

The intent is to modify the exterior of the building to match the new development of The COR.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					49,000	49,000
Total					49,000	49,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund					49,000	49,000
Total					49,000	49,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact Unassigned

Project #	**04-WTR-004**
Project Name	**Renovate Pump House 2**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **04-WTR-005**
Project Name **Complete Pump House 3**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Future Consideration
Total Project Cost: **$60,000**

Description

Install brick exterior to match building style of The COR buildings; landscape to match streetscape.

Justification

The intent is to have the building and grounds match The COR.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					60,000	60,000
Total					60,000	60,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund					60,000	60,000
Total					60,000	60,000

Capital Improvement Program

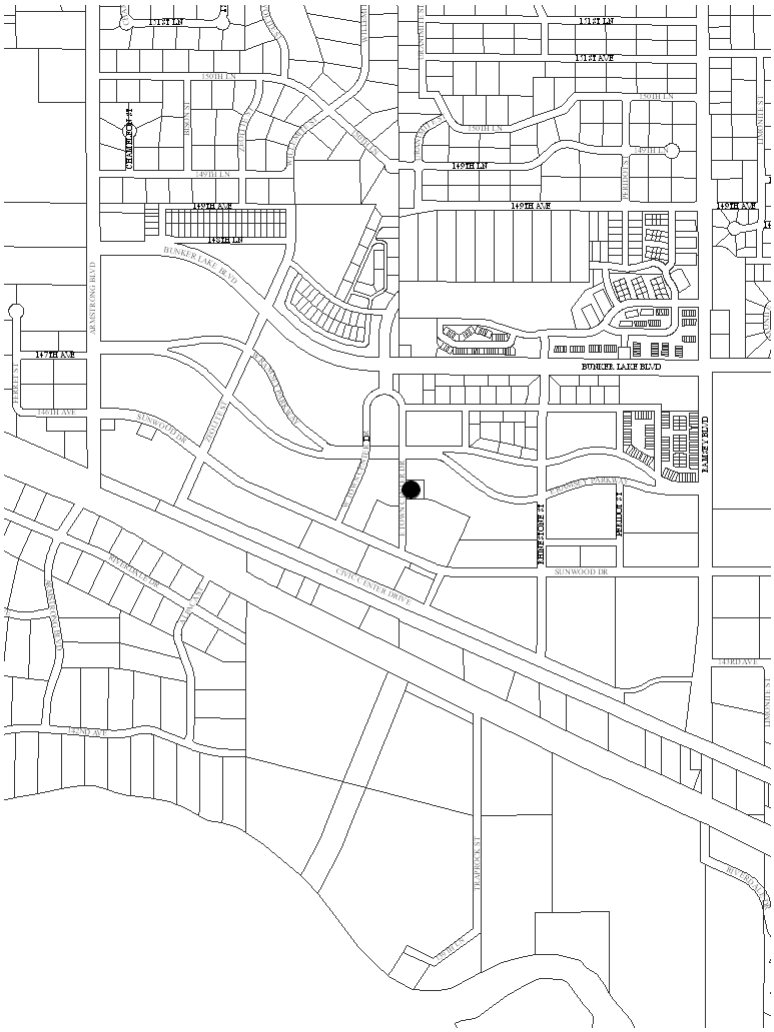
City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact Unassigned

Project #	**04-WTR-005**
Project Name	**Complete Pump House 3**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **04-WTR-009**
Project Name **The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$350,000**

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by the COR Development. Watermain segments along this portion of roadway will be lowered and extended as necessary.

Total Cost for Bunker Lake Blvd. = $3,419,000
Total Cost for Regional Roadway improvements = $14,607,860

Justification

The construction of the COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Bunker Lake Blvd between Ramsey Blvd and Armstrong Blvd to better handle the traffic.

See projects RTC Armstrong, RTC Hwy 10 and RTC Ramsey Blvd.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			350,000			350,000
Total			350,000			350,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund			350,000			350,000
Total			350,000			350,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact Unassigned

Project #	**04-WTR-009**
Project Name	**The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **04-WTR-017**
Project Name **Water Treatment Plant Construction**

Type Buildings
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$18,400,000**

Description

This project anticipates the construction of an 8.1 MGD water treatment plant which will draw water from a river bank collection system.

Principal $18,400,000
Interest $10,743,645 (20 yrs @ 5.0%)
Land $1,000,000

$30,143,645

Justification

This treatment plant will provide more aesthetically pleasing water, eliminate staining, reduce fouling of water softness and improve the taste and odor of the water. With iron removed, the use of polyphosphate can be reduced or eliminated, resulting in an environmental benefit.

Expenditures	2014	2015	2016	2017	2018	Total
Building Cost/Construction				9,700,000	8,700,000	18,400,000
Total				9,700,000	8,700,000	18,400,000

Funding Sources	2014	2015	2016	2017	2018	Total
Revenue Bonding				9,700,000	8,700,000	18,400,000
Total				9,700,000	8,700,000	18,400,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact Unassigned

Project #	**04-WTR-017**
Project Name	**Water Treatment Plant Construction**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **04-WTR-018**
Project Name **Watermain Looping: (Ramsey Blvd to Armstrong Blvd)**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$521,000**

Description

This project includes the extension of a 12" watermain from Ramsey Blvd to Armstrong Blvd to along the south side of Highway 10.

Justification

Development south of Highway 10 is anticipated as a result of The COR. Half of the distance is through the Mississippi West County Park. The project will provide dependable water pressure and supply to this developing area.

The city has applied for a MNDOT grant to extend Riverdale Drive from Alpaca to Traprock. Installation of sewer and water with street construction will eliminate the need to dig up the street in the future.

Sanitary Sewer Extention $507,000
Total Project Costs $2,952,000

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	521,000					521,000
Total	521,000					521,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund	521,000					521,000
Total	521,000					521,000

Capital Improvement Program

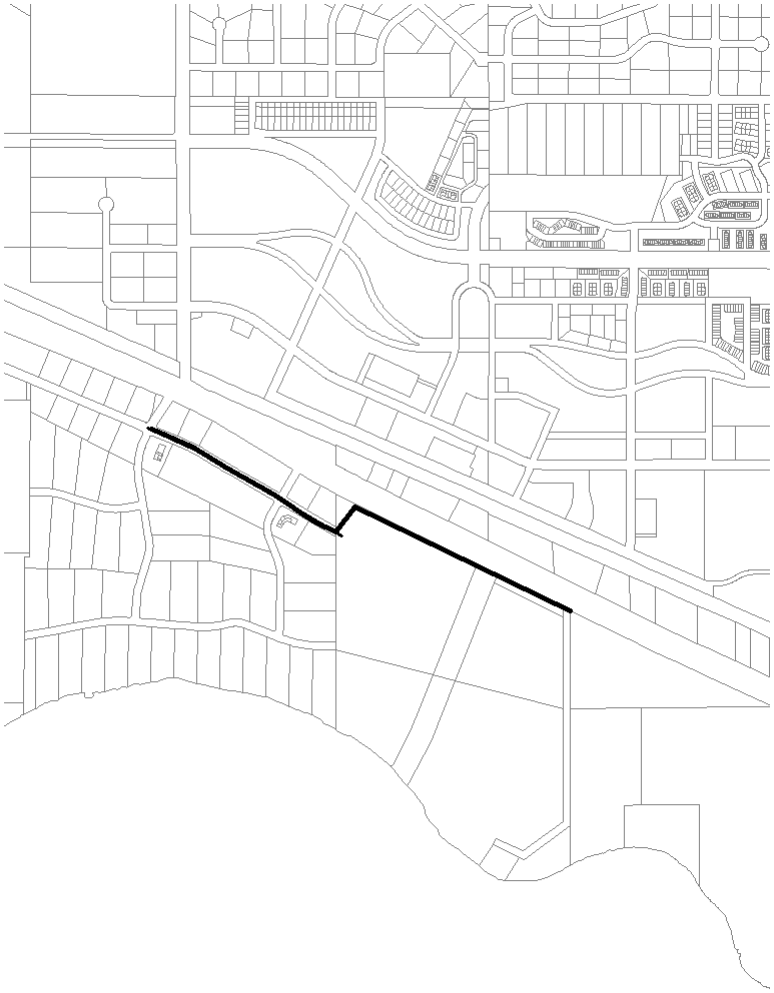
City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact Unassigned

Project #	**04-WTR-018**
Project Name	**Watermain Looping: (Ramsey Blvd to Armstrong Blvd)**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **05-WTR-004**
Project Name **1.5 MG Ground Storage Reservoir**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$2,000,000**

Description

This project anticipates the construction of a 1.5 million gallon ground storage tank located next to the water treatment plant.

Justification

This tank will provide needed storage noted in the 2004 Comprehensive Water Plan.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build				2,000,000		2,000,000
Total				2,000,000		2,000,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund				2,000,000		2,000,000
Total				2,000,000		2,000,000

Capital Improvement Program

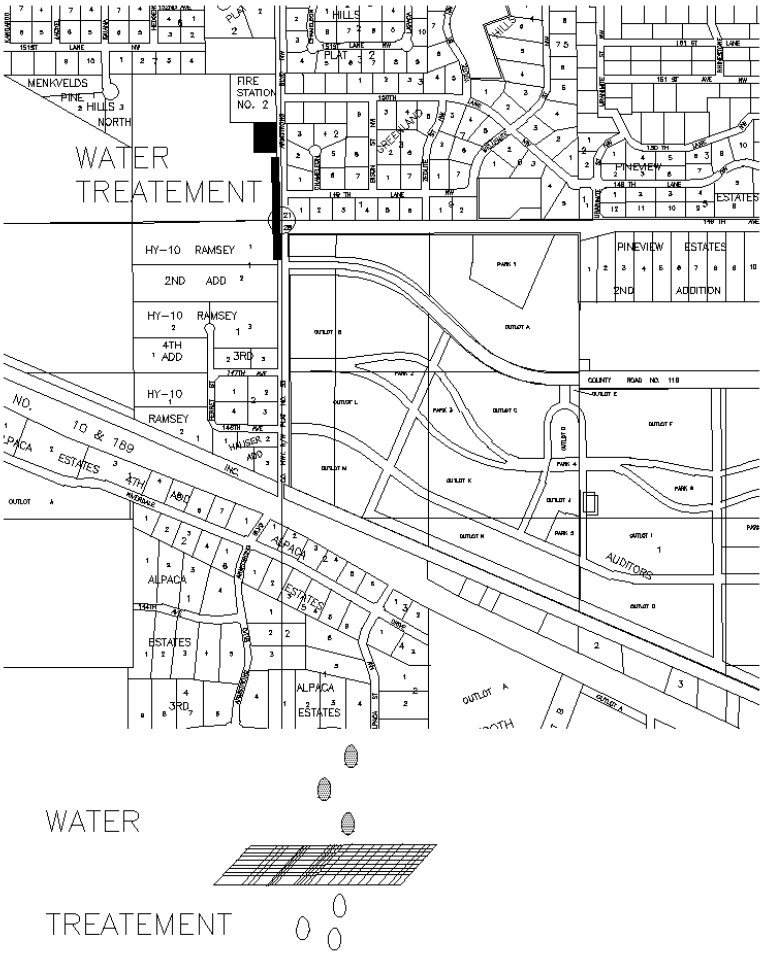
City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact Unassigned

Project #	**05-WTR-004**
Project Name	**1.5 MG Ground Storage Reservoir**



Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility
Contact

Project # 07-WTR-001
Project Name Well Rehabilitation & Pump Replacement

Type Improvement
Useful Life 20 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: $328,000

Description

This program establishes a preventative maintenance schedule for the eight municipal wells which are the utilities sole water sources. The following schedule is anticipated: 2012- Well #4; 2013- Well #3; 2014 - Well #5; 2015- Well #6; 2016 - Well #7; 2017- Well #8, 2018 - Well #1.

Justification

Well pumping is highly variable throughout the year. Regular maintenance during low pumping periods will minimize the possibility that a well will be out of service during the peak demand period. The rehabilitation will update the control cabinets and install variable frequency drives on wells 3 and 4. AVFP conserves energy and may be eligible for rebates.

Prior	Expenditures	2014	2015	2016	2017	2018	Total
152,000	Improvements Other than Build	30,000	32,000	35,000	38,000	41,000	176,000
Total	Total	30,000	32,000	35,000	38,000	41,000	176,000

Prior	Funding Sources	2014	2015	2016	2017	2018	Total
152,000	Water Utility Fund	30,000	32,000	35,000	38,000	41,000	176,000
Total	Total	30,000	32,000	35,000	38,000	41,000	176,000

Capital Improvement Program

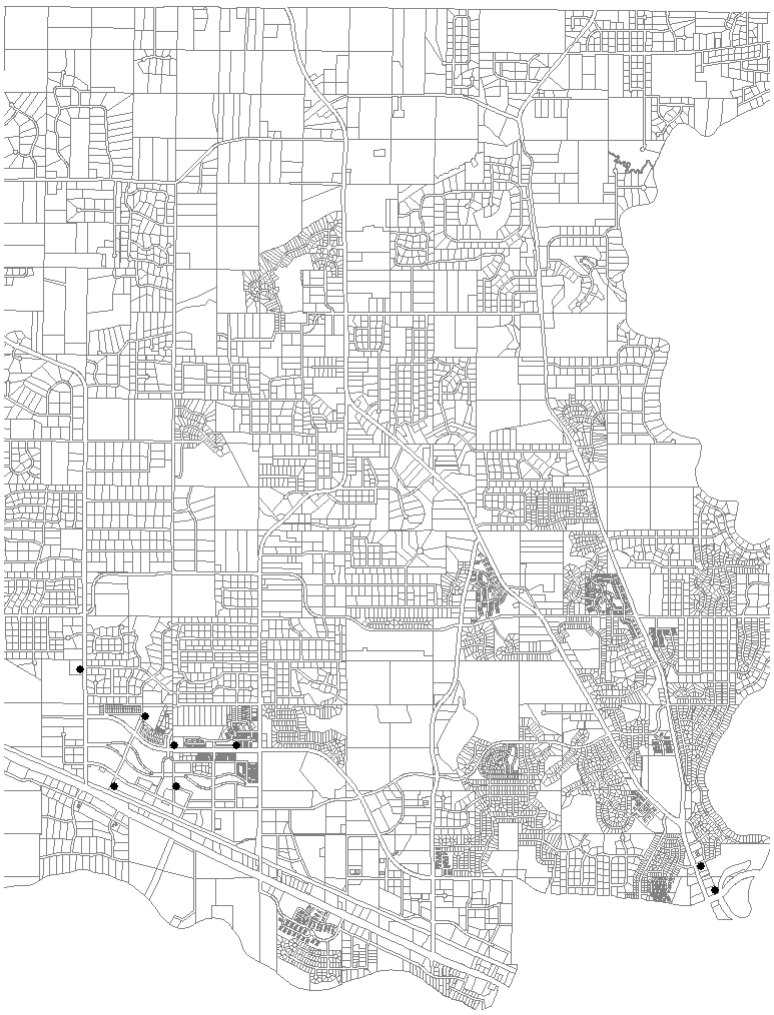
City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact

Project #	**07-WTR-001**
Project Name	**Well Rehabilitation & Pump Replacement**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact

Project # 08-WTR-003
Project Name River Pines Lift Station Water Connection

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

This project involves extending the watermain in conjunction with extending gravity sewer to the River Pines Lift Station.

Total costs including street & water utility = $120,000.

Justification

This project adds a water loop for Rum River Prairie at the same time a lift station is eliminated.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build				20,000		20,000
Total				20,000		20,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund				20,000		20,000
Total				20,000		20,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact

Project #	**08-WTR-003**
Project Name	**River Pines Lift Station Water Connection**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact

Project # **11-WTR-003**
Project Name **Fire Station #1 Extension of Water**

Type Improvement
Useful Life 25
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$25,000**

Description

Extend municipal water from parking lot into Fire Station #1 building.

Justification

Treated water is currently at the west end of parking lot on the property. This extension would allow for the installation of a sprinkler system within the building while also improving water quality inside of the building. The current well would be used for irrigation on the site.

Trunk charges are waived for public buildings. Total project cost: $45,000

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	25,000					25,000
Total	25,000					25,000

Funding Sources	2014	2015	2016	2017	2018	Total
Public Improvement Revolving	25,000					25,000
Total	25,000					25,000

Capital Improvement Program

City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact

Project #	**11-WTR-003**
Project Name	**Fire Station #1 Extension of Water**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact

Project # **12-WTR-001**
Project Name **Watermain Sunfish Lk Blvd**

Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$350,000**

Description

Extend watermain along Sunfish Lake Boulevard from Sunwood Drive to Fox Knoll

Justification

This project will complete another watermain loop connection, providing increased fire flows, increased pressure and enhanced system reliability.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build			350,000			350,000
Total			350,000			350,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund			350,000			350,000
Total			350,000			350,000

Capital Improvement Program

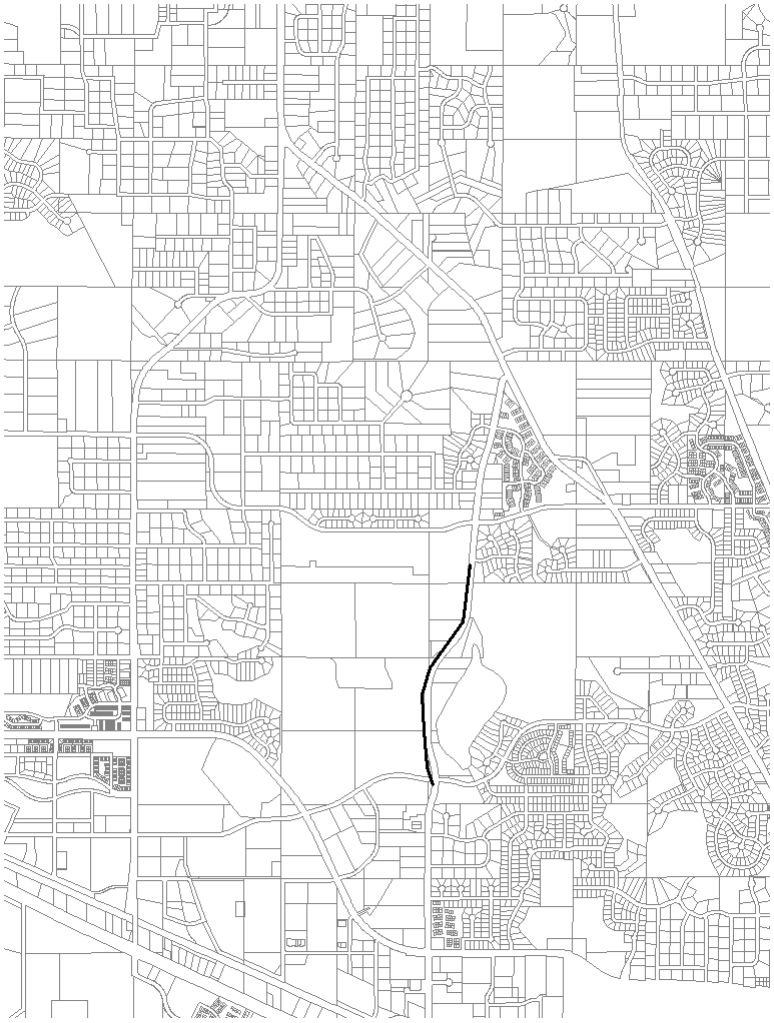
City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact

Project #	**12-WTR-001**
Project Name	**Watermain Sunfish Lk Blvd**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # 14-WTR-001
Project Name REFURBISH WATER TOWER #2

Type Improvement
Useful Life 15
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,300,000**

Description

Interior and exterior coatings at water tower #2

Justification

Ongoing maintenance of interior and exterior coatings on 1.5mg water tower to include inspections.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build				1,300,000		1,300,000
Total				1,300,000		1,300,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund				1,300,000		1,300,000
Total				1,300,000		1,300,000

Capital Improvement Program

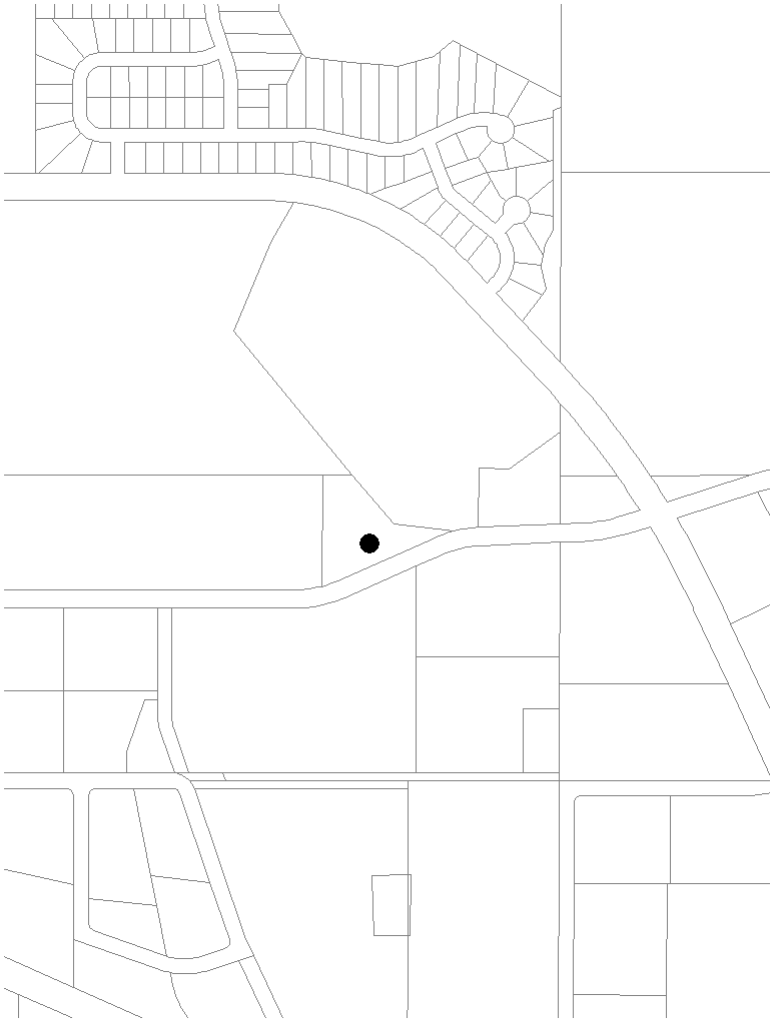
City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact Unassigned

Project #	**14-WTR-001**
Project Name	**REFURBISH WATER TOWER #2**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # 14-WTR-002
Project Name REFURBISH WATER TOWER #1

Type Improvement
Useful Life 15
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$1,300,000**

Description

Interior and exterior coatings at water tower #1

Justification

Ongoing maintenance of interior and exterior coatings on 0.5mg water tower to include inspections.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build					1,300,000	1,300,000
Total					1,300,000	1,300,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund					1,300,000	1,300,000
Total					1,300,000	1,300,000

Capital Improvement Program

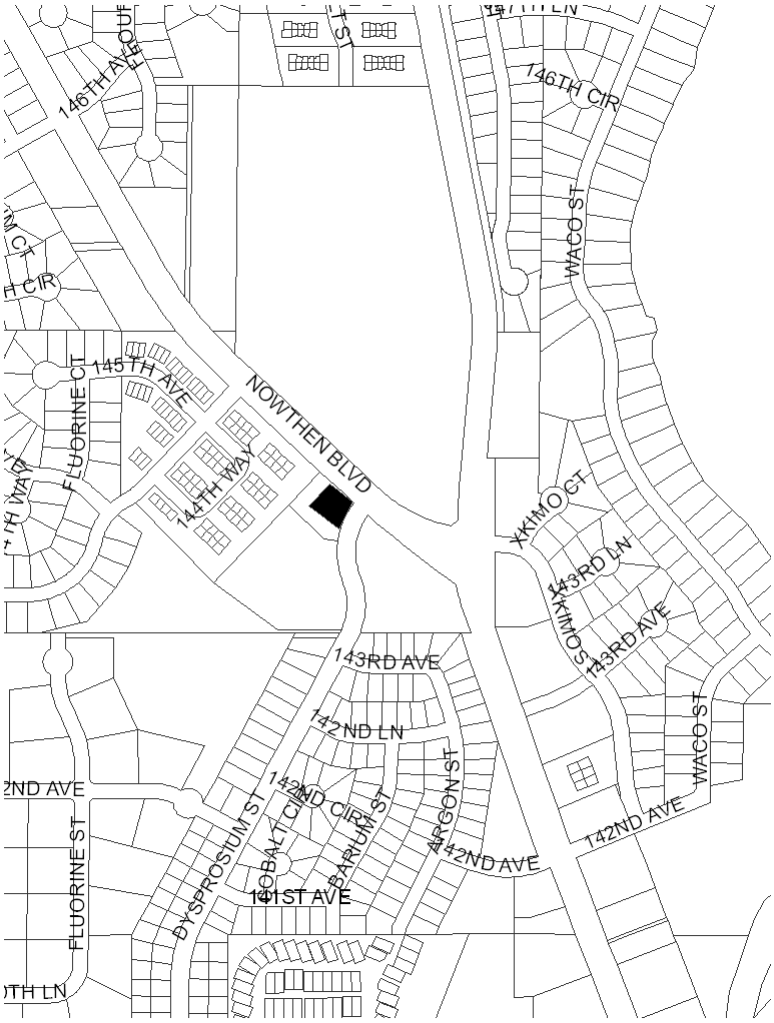
City of Ramsey, Minnesota

2014 *thru* 2018

Department Water Utility

Contact Unassigned

Project #	**14-WTR-002**
Project Name	**REFURBISH WATER TOWER #1**



Capital Improvement Program

2014 *thru* 2018

City of Ramsey, Minnesota

Department Water Utility
Contact Unassigned

Project # **14-WTR-003**
Project Name **PUMP HOUSE #1 BUILDING REPAIRS**

Type Improvement
Useful Life 15
Category Water Utility Improvement
Priority 6-Planned
Status Active
Total Project Cost: **$20,000**

Description

Interior and exterior building repairs to pump house #1

Justification

Roof, siding, soffit repairs as well as repairs inside of building to lighting, scada, etc.

Expenditures	2014	2015	2016	2017	2018	Total
Improvements Other than Build	20,000					20,000
Total	20,000					20,000

Funding Sources	2014	2015	2016	2017	2018	Total
Water Utility Fund	20,000					20,000
Total	20,000					20,000

Capital Improvement Program

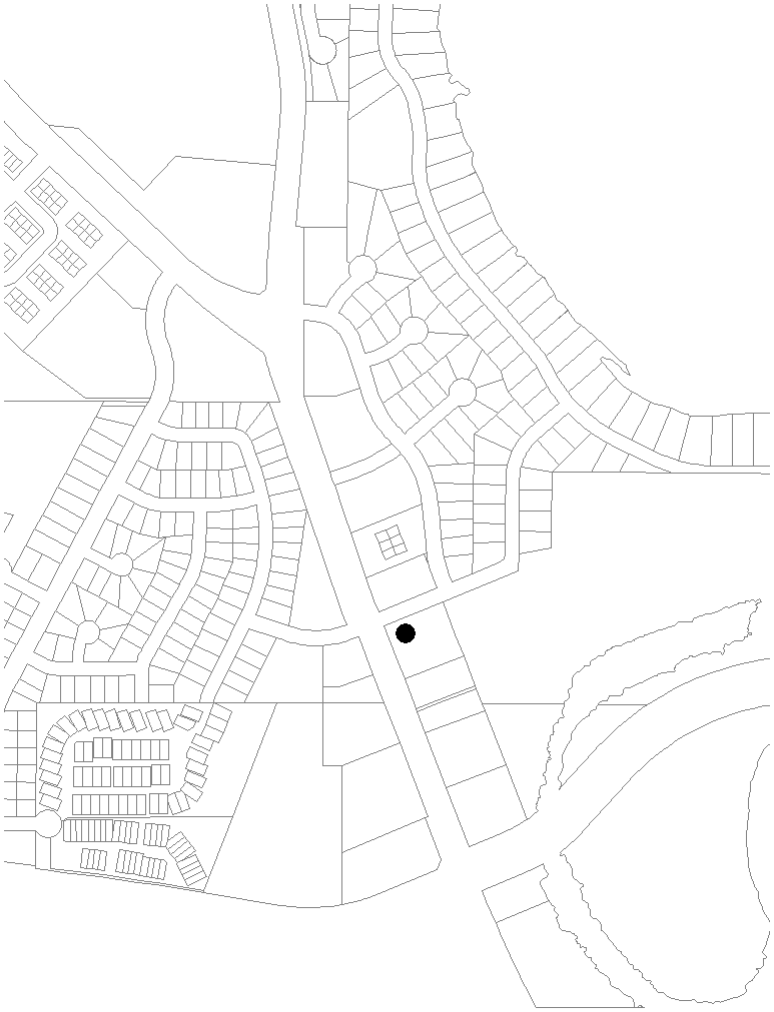
City of Ramsey, Minnesota

2014 *thru* 2018

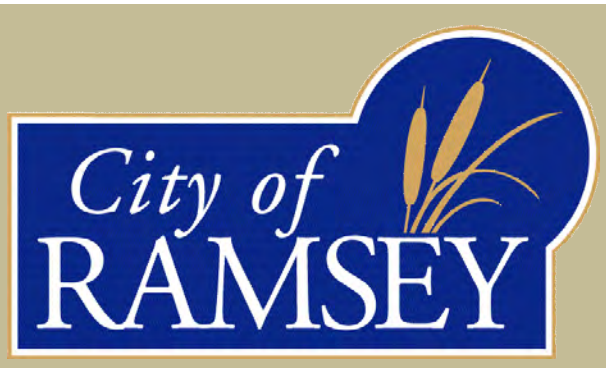
Department Water Utility

Contact Unassigned

Project #	**14-WTR-003**
Project Name	**PUMP HOUSE #1 BUILDING REPAIRS**



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CASH FLOW PROJECTIONS

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Business Revolving Loan Fund

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
FUND BALANCE, Beginning of Year	195,140.44	230,253.35	254,697.69	285,446.01	307,873.48	280,616.41	288,086.78	297,072.28	306,192.56	315,449.65
REVENUES:										
Systematic Refrig (Zero Zone)-prn										
Systematic Refrig (Zero Zone)-int										
Sunfish Loan	11,738.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Kuro Fitness Prn					3,761.91	3,717.84	3,871.25	4,029.73	4,193.42	4,362.57
Kuro Fitness Int					902.29	946.36	792.95	634.47	470.78	301.63
Clear Choice Prn	4,361.10	4,630.05	14,088.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clear Choice Int	1,276.37	1,094.31	443.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Panther Precision-prn	9,692.43	10,105.26	10,498.30	20,370.28	0.00	0.00	0.00	0.00	0.00	0.00
Panther Precision-int	1,849.80	1,349.82	1,043.66	67.90	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earnings	7,737.00	8,806.90	6,216.41	4,816.29	3,078.73	2,806.16	4,321.30	4,456.08	4,592.89	4,731.74
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	36,654.91	25,986.34	32,290.32	25,254.47	7,742.93	7,470.36	8,985.50	9,120.28	9,257.09	9,395.94
EXPENDITURES:										
Loan to Clear Choice										
Loan to Kuro Fitness (2013-2020)					35,000.00					
Panther Precision-State Share	1,542.00	1,542.00	1,542.00	2,827.00	0.00					
Total Expenditures	1,542.00	1,542.00	1,542.00	2,827.00	35,000.00	0.00	0.00	0.00	0.00	0.00
Increase (Decrease) in Cash	35,112.91	24,444.34	30,748.32	22,427.47	(27,257.07)	7,470.36	8,985.50	9,120.28	9,257.09	9,395.94
FUND BALANCE, End of Year	230,253.35	254,697.69	285,446.01	307,873.48	280,616.41	288,086.78	297,072.28	306,192.56	315,449.65	324,845.60

EQUIPMENT REVOLVING FUND #234

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018	
FUND BALANCE, Beginning of Year	3,669,695.17	3,609,061.22	3,342,842.56	3,276,235.72	1,780,818.16	1,857,530.43	1,403,443.39	973,245.04	229,493.72	47,486.12	
REVENUES:											
Transfers from General Fund:											
Excess Revenue	0.00	0.00	12,973.00	17,926.00	0.00	0.00	0.00	0.00	0.00	0.00	
Zayo Fiber				9,519.00							
QCTV Funds			30,000.00		50,000.00						
Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
First half of fire truck (included in exp transfer in 2012 but will be bought in 2013)				130,000.00							
Prn-Sunfish Commons	11,438.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Int-Sunfish Commons	299.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Interest Earnings	128,977.87	131,239.16	76,962.22	48,968.44	26,712.27	27,862.96	21,051.65	14,598.68	3,442.41	712.29	
Total Revenues	140,716.02	131,239.16	119,935.22	206,413.44	76,712.27	27,862.96	21,051.65	14,598.68	3,442.41	712.29	
EXPENDITURES:											
Capital Outlay:											
Parks CIP											
General Government		26,200.00	16,000.00	57,600.00		481,950.00	451,250.00	758,350.00	185,450.00	0.00	
Fire		17,600.00	32,000.00	136,000.00							
Parks/PW		87,200.00	12,887.81	52,052.00			0.00	0.00	0.00	0.00	
Police	0.00	93,850.00	94,600.00	94,600.00		0.00	0.00	0.00	0.00	0.00	
Improvements with qctv funds			31,054.25								
Transfers to General Fund											
Debt Service on Equipment Certificates											
Debt Service on Muni Bldg											
Capital Outlay	201,349.97	50,937.69									
Muni Center Remodel		112,333.26									
Fire Station Generator											
PW Repair parts on sweeper		9,336.87									
2012 Street Maint (Allows TIF 4 to go to Sunwood Dr)				275,000.00							
Sunwood Drive Realignment See Above Entry				1,086,579.00							
Fire Station #2 Rebuild											
Sign Making Equipment											
Total Expenditures	201,349.97	397,457.82	186,542.06	1,701,831.00	0.00	481,950.00	451,250.00	758,350.00	185,450.00	0.00	
Increase (Decrease) in Cash	(60,633.95)	(266,218.66)	(66,606.84)	(1,495,417.56)	76,712.27	(454,087.04)	(430,198.35)	(743,751.32)	(182,007.59)	712.29	
FUND BALANCE, End of Year	3,609,061.22	3,342,842.56	3,276,235.72	1,780,818.16	1,857,530.43	1,403,443.39	973,245.04	229,493.72	47,486.12	48,198.41	**

****$50,000 from QCTV to be used for Council equipment**

FACILITY FUND #412

	Act	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
FUND BALANCE, Beginning of Year		168,249.49	173,482.40	174,904.14	210,511.58	285,589.21	288,445.10	152,771.77	155,063.35	132,389.30	134,375.14
REVENUES:											
Excess Revenue Tran				51,890.00	71,705.00						
Interest Earnings		5,232.91	2,602.24	4,270.00	3,372.63	2,855.89	4,326.68	2,291.58	2,325.95	1,985.84	2,015.63
Total Revenues		5,232.91	2,602.24	56,160.00	75,077.63	2,855.89	4,326.68	2,291.58	2,325.95	1,985.84	2,015.63
EXPENDITURES:											
PW Salt Shed											
Property Taxes											
Retrofit PW				15,500.56							
PID Wire Circuits			1,180.50								
Resurface PD Garage Floor							15,000.00				
Storage Room in Municipal ramp							25,000.00				
Sprinker Fire Station #1									25,000.00		
Land Fire Station #4							100,000.00				
City Hall/Fire Station Design				5,052.00							
City Hall Remodel											
Total Expenditur		0.00	1,180.50	20,552.56	0.00	0.00	140,000.00	0.00	25,000.00	0.00	0.00
Increase (Decrease)		5,232.91	1,421.74	35,607.44	75,077.63	2,855.89	(135,673.32)	2,291.58	(22,674.05)	1,985.84	2,015.63
FUND BALANCE, End of Year		173,482.40	174,904.14	210,511.58	285,589.21	288,445.10	152,771.77	155,063.35	132,389.30	134,375.14	136,390.77

Landfill Trust Fund #803

Cash Balance	Actual 2009	**Actual 2010**	**Actual 2011**	**Actual 2012**	**Projected 2013**	**Projected 2014**	**Projected 2015**	**Projected 2016**	**Projected 2017**	**Projected 2018**
Beginning Balance	3,536,624	3,616,892	3,307,739	2,824,272	1,977,893	1,836,014	1,924,667	2,014,619	2,044,838	1,985,510
Interest Earnings	105,902.00	96,290.49	69,436.26	40,229.48	19,778.93	27,540.22	28,870.00	30,219.28	30,672.57	29,782.66
Loan Payments-**Interest Only**										
PW Facility Loan-Int (6%)-12yr(2006)										
PD Facility Loan-Int (8%)-20 YR(2015)	25,453	22,600	19,519	16,191	12,597	8,716	4,525			
Loan Payments-**Principal Only**										
PW Facility Loan-Prin (6%)-12yr										
PD Facility Loan-Prin (8%)-20 YR	35,660	38,512	41,593	44,921	48,515	52,396	56,557			
Internal Loan-Ramsey Rail - Paid back from TIF 2										
Principal										
Interest										
Ramsey Rail-Design with Kimley Horn Anoka JPA				(246,389)						
BNSF-Sunfish				(219,543)						
Muni Center Debt Transfer										
Loan for Ramsey Rail Stop										
Loan for North Common Park 17 lot Construction (reimbursed back after sold from COR Sales)				(79,793)	(222,770)					
Elmcrest Creek Trail									(75,000)	
Ramsey Crossings-City costs after project failed to happen										
RTC Ramp Expense	(14,660)									
Share of Ramsey Express Bus (net of Grant)	(72,087)	(466,556)	(614,015)	(401,994)						
Trott Brook Trail Corridor									(15,000)	
Remaining Balance	3,616,892	3,307,739	2,824,272	1,977,893	1,836,014	1,924,667	2,014,619	2,044,838	1,985,510	2,015,293

LANDFILL TRUST FUND:

$202,388 Still in advances on PD bldg

$157,467Still in advanced on PD building

LAWFUL GAMBLING FUND #270

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
FUND BALANCE, Beginning of Year	216,537.90	114,383.69	138,492.02	138,114.09	162,476.69	150,101.46	65,352.98	49,333.27	72,333.27	95,333.27
REVENUES:										
Required Contributions:										
Anoka Area Ice Arena Association	4,353.83	4,055.03	3,151.50	3,256.92	5,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
Climb Theatre	11,356.76	9,360.78	9,889.04	13,243.11	12,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Outreach Six Acres										
Ramsey Lions Club	21,359.70	16,090.28	18,456.34	18,484.08	23,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
Donations	920.00	5,585.00	385.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lions Donation for Building Fund										
Interest Earnings	6,097.00	4,517.24	3,239.79	2,378.49	1,624.77	2,251.52	980.29	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	44,087.29	39,608.33	35,122.07	37,362.60	41,624.77	38,251.52	36,980.29	36,000.00	36,000.00	36,000.00
EXPENDITURES:										
Park Improvement Program										
Central Park Entrance Sign/locks	3,235.00									
Lake Itasca Observation Boardwalk							40,000.00			
Observation Deck-Mississippi										55,000.00
Skate Ramp										
Boat Launch			20,000.00							
Elmcrest Park Community Building & Playground						100,000.00				
Lions Pavillion Improvements						10,000.00				
The Draw Lighting										
Youth First		500.00	5,500.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
Juvenile Diversion		5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
North Commons Park				0.00	41,000.00					
Ramsey Foundation-Cor Performance		5,000.00								
Safety Camp		5,000.00	5,000.00							
Community Programs	11,250.00									
Dog Park-Alpine Park	6,959.50									
Skateboard Park in Alpine Park	124,797.00									
Anoka Aquatic Center Funding										
Transfers to Other Funds -										
Total Expenditures	146,241.50	15,500.00	35,500.00	13,000.00	54,000.00	123,000.00	53,000.00	13,000.00	13,000.00	68,000.00
Increase (Decrease) in Cash	(102,154.21)	24,108.33	(377.93)	24,362.60	(12,375.23)	(84,748.48)	(16,019.71)	23,000.00	23,000.00	(32,000.00)
FUND BALANCE, End of Year	114,383.69	138,492.02	138,114.09	162,476.69	150,101.46	65,352.98	49,333.27	72,333.27	95,333.27	63,333.27
Amended Fund Balance	114,383.69	138,492.02	138,114.09	162,476.69	150,101.46	65,352.98	49,333.27	72,333.27	95,333.27	63,333.27

MSA Fund

	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022
Beginning Balance	661,593	707,503	397,188	828,050	1,268,558	170,193	(1,726,721)	(1,408,360)	(4,292,772)	(3,985,341)	(3,674,546)	(3,212,827)	(2,746,875)
Revenues													
Current Year Allocation (Held at State)	957,571	1,015,240	1,070,753	1,020,221	933,000	933,000	933,000	933,000	933,000	933,000	933,000	933,000	933,000
MSA City **Received** from Held Allocation	824,093												
F&C Land Proceeds per policy			66,129										
McD & Superamerica Land Proceeds Est													
Est LandSale Proceeds Estimated Totally Unknown													
Interest Earnings	30,085	15,875	12,398	(1,214)	1,242	(3,814)	(13,299)	(11,707)	(26,129)	(24,592)	(23,038)	(20,729)	(18,399)
Total Revenue	2,473,342	1,738,619	1,546,468	1,847,058	2,202,800	1,099,379	(807,020)	(487,067)	(3,385,901)	(3,076,932)	(2,764,584)	(2,300,556)	(1,832,274)
Expenditures													
Street Maintenance Projects	(168,600)												
MSA Maintenance (Received from State	(140,000)	(140,000)	(140,000)	(140,000)	(140,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
Held Allocation)	(845,728)												
CIP Projects													
2012 Street Maint Alpine & alpaca			(129,947)										
Highway 47													
Sunwood Drive & Rhinestone in RTC													
County Road #5/Alpine Drive Realignment					(250,000)								
Armstrong/Bunker Bonding (Ends 2022)			(52,498)	(275,070)	(295,420)	(295,470)	(295,420)	(300,220)	(299,870)	(299,351)	(298,243)	(296,319)	(293,843)
Alpine/Roanoke 10-07	(242,241)	(309,428)											
Alpine Overlay		(56,300)	**(231,002)**										
Sunwood/Armstrong Intersection Impr (Reim with Future TIF 14)		-											
Bunker Lake Blvd/Sunwood Drive Traffic Signal						(225,000)							
Bunker Lake Blvd Extension-Armstrong to PUMA						(2,000,000)							
Riverdale Drive Ext Traprock-Armstrong			**(3,603)**		**(1,187,397)**								
167th Avenue Extension - to Variolite								(1,500,000)					
Sunfish Lake Blvd/Alpine Drive Intersection Impr		(64,160)											
Dysprosium Street Reconstruction		(607,988)											
McKinley Street (see TIF 1)													
Reconstruct Riverdale to Tungsten St ($837,062-PIR)													
Variolite Street Alpine Drive to RTC								**(1,700,000)**					
167th Avenue Extension - Jaspar to Armstrong Blvd	(192,631)												
Sunwood Drive-Sunny Ponds													
Sunfish Blvd bond payments (Ends 2019)	(176,640)	(163,555)	(161,368)	(163,430)	(159,790)	(155,630)	(155,920)	(155,485)	(149,570)	(148,263)			
Total Expenditures	(1,765,839)	(1,341,431)	**(718,417)**	**(578,500)**	**(2,032,607)**	**(2,826,100)**	**(601,340)**	**(3,805,705)**	**(599,440)**	**(597,614)**	**(448,243)**	**(446,319)**	**(443,843)**
Remaining Balance	707,503	397,188	828,050	1,268,558	170,193	(1,726,721)	(1,408,360)	(4,292,772)	(3,985,341)	(3,674,546)	(3,212,827)	(2,746,875)	(2,276,117)
MSA funds dedicated					**(595,210)**	**(601,100)**	**(601,340)**	**(605,705)**	**(599,440)**	**(597,614)**	**(448,243)**	**(446,319)**	**(443,843)**

MSA Fund

Sources:

1. Annual MSA Allotments
2. Interest Earnings

Expenditure Uses:

1. Transfers to General Fund for budgeted general maintenance to state-aid streets
2. Costs associated with municipal state-aid improvement projects as detailed in CIP or as approved by City Council.

Park Improvement Trust	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
Beginning Balance	4,332,196	4,014,829	2,021,123	1,987,531	2,649,355	2,508,457	1,278,084	485,255	70,534	(2,258,408)
Projected Revenue										
F&C Land Proceeds				101,111						
Alpine & Rivers Ben Park Easements					52,551					
MC D's & SuperAmerica Land Proceeds										
Park/Trail Dedications	1,376	25,934	1,820	619,567	32,260	25,000	25,000	25,000	25,000	25,000
Tmobile Tower Rental	36,000	18,000	18,000	18,000	-	-	-	-	-	-
Est Land Proceeds										
Donations	-	886	2,174	356	-	-	-	-	-	-
Interest Earnings	130,930	130,683	81,181	56,489	26,494	37,627	19,171	7,279	1,058	(33,876)
Total Revenue	168,306	175,504	103,175	795,524	58,754	62,627	44,171	32,279	26,058	(8,876)
CIP Projects										
Alpaca Estates Outlet								(35,000)		
Alpine Trail				(58,813)						
Alpine Park Winter Facilities										(2,500,000)
Community Garden	(10,000)									
Central Park Redevelopment							(525,000)			
Community Building for Elmcrest Park					(50,000)	(625,000)				
Drinking Fountains				(4,173)	-	(7,000)	(7,000)	(7,000)		
Draw Park		(1,252,957)								
Draw Park Lighting										
Draw Park Waterfall										
Draw Park Entrance Monument					(21,900)					
Draw Ballfield area									(1,200,000)	
Draw Park Water Fountains						(15,000)				
Draw Park Landscaping										
Draw Park Grates										
Draw Park Building										
Draw Park Internal Loan		(915,000)								
Rhinestone Parking Lot			(127,837)							
Card Reader-Canoe Rental			(6,777)							
Elmcrest Creek Trail										(225,000)
Elmcrest Park First Phase										
Elmcrest Park Third Phase/Security	(91,736)									
Elmcrest Park Entrance						(50,000)				
Elmcrest Park Trail along Hwy 47										
Elmcrest Park Trail										
Emerald Pond										
Flintwood Terrace Shelter										
Fordbrook Playground										(50,000)
Fox Park Boardwalk										
Hexagonal Shelters										
Highway 47 underpass										
Hunters Hill Park Redevelopment										(500,000)
Irrigation Titterrud Park										(76,000)

Park Improvement Trust	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
King's Island Park Area										
Lake Ramsey Park										(4,000,000)
McKinley Trail Connection to Anoka						(10,000)				
Landscape Improvements for Parks			(2,153)		(6,650)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Master Trail Plan										
Mississippi River Park Development									(750,000)	
145thlane/146th Avenue Sidewalk										
Multi-Sports Facility										(475,000)
Observation Pier										
Mississippi Trail										
Park Security Enhancements										
Peltzer Park										
North Commons Park				(70,713)	(15,562)					
Rabbit Park Phase II										(125,000)
Restroom Facilities					(77,000)					
Riverdale Park Improvements										
Riverdale Park Irrigation										
Rivers Bend Park Impr/116 Corridor										
Rhinestone Parking Lot										
Riverdale Park Impr	(55,038)									
Riversbluff Outlaws A Acquisition										(20,000)
Single Road Access Areas						(25,000)				
Sixth Community Park										(1,000,000)
Smith Parcel for Alpine Park	(51,905)									
Solstice Park										
Sunfish Lake Park Development	(259,889)	(1,253)								
Sunfish Lake Park-General Fund Transfer for Staff Time on Sunfish Park										
Sunfish Trail										

Park Improvement Trust	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
Titterud Park Play Equipment										
Tennis Courts hydroblasted	(15,800)				(28,540)					
Trail-Mississippi River Regional Trail(after $126,800 anoka County & $164,200 Fed Grant)						(356,000)				
Trail Projects	(1,304)					(200,000)	(300,000)			
Trout Brook Greenway Projects										
Traprock Commons Park Landscape										
Urban Trail Connections										
Woodland Park Shelter										
Lake Itasca Boardwalk										
Lake Itasca Park Phase I & II (Future Dedications)								(400,000)	(400,000)	(400,000)
Total CIP Projects	(485,673)	(2,169,210)	(136,767)	(133,700)	(199,652)	(1,293,000)	(837,000)	(447,000)	(2,355,000)	(9,376,000)
Remaining Balance	4,014,829	2,021,123	1,987,531	2,649,355	2,508,457	1,278,084	485,255	70,534	(2,258,408)	(11,643,284)

Park Improvement Trust Fund

Sources:
1. Park Dedication Fees
2. Donations
3. Interest Earnings
4. Transfers from Landfill Trust Fund

Expenditure Uses:
1. Land Acquisition
2. Park Improvements

PUBLIC IMPROVEMENT REVOLVING [PIR] FUND #400

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
FUND BALANCE - Beginning of Year	1,328,578.65	1,673,587.11	1,700,019.84	1,829,366.80	2,237,525.92	1,857,524.18	510,387.04	411,042.85	303,208.49	193,756.62
REVENUES:										
Special Assessments (P&I)	454,468.21	497,225.83	554,388.16	365,935.38	200,000.00	50,000.00	25,000.00	25,000.00	25,000.00	25,000.00
Transfers from Other Funds:										
Business Subsidys from TIF 10 eligible				870,128.30						
General Fund - 10% transfer	0.00	603,000.00	30,750.16	71,706.00						
Non-TIF Interest Transfer			220,948.00							
Wiser Choice Liquor-Rent & Taxes					42,254.00	50,000.00	8,000.00			
TIF 10 Reimbursemenbt Interfund Loan										
Close Project Funds				44,676.06						
Prn/Int-Park & Ride	12,272.00	11,465.64	11,336.00	10,868.00						
Interest Earnings	67,780.78	62,964.65	41,947.37	34,495.79	22,375.26	27,862.86	7,655.81	6,165.64	4,548.13	2,906.35
Miscellaneous/anoka cty share access mgmt		530.00								
Total Revenues	534,520.99	1,175,186.12	859,369.69	1,397,809.53	264,629.26	127,862.86	40,655.81	31,165.64	29,548.13	27,906.35
EXPENDITURES:										
150th Avenue Sidewalk		51,704	3,000							
2012 Budget-Muni Center Debt				603,000						
151/152nd Assessment		211,686	72,351							
Ute Stret Assess		31,168	7,223							
Phone Survey Road Maint/Decision Resources & Himle Rapp			**37,474**							
Dysprosium Assess			104,054							
Chameleon Street Assess			120,441							
Transmission Lines buried (internal Loan Res TIF 14- 4% interest 3-8-11			130,199							
Add'l 2010 Street Maint program			17,262							
Bury & Carlson Conduit Pile					146,131					
Tinklenburg Hwy 10 Funding					42,000					
Azurite Septic Repair Assessed		5,174								
Alpine Drive Railroad Crossing					98,000					
River Pines Lift Station Street Connection										55,000
Reconstruct Riverdale to Tungsten St						1,350,000				
IF used ShortTerm funding for budget for street maint					219,500					
Alpine /Roanoake Assess			11,087							
Property Taxes Wiser Choice						11,000	1,000			
Single Road Access Areas							25,000	25,000	25,000	25,000
Foster ROW Purchase		380,312								
Anoka Cnty S.A. Expenses	6,464	6,865	5,601	**5,801**	14,000	14,000	14,000	14,000	14,000	14,000
Transfers to Other Funds:										
S/A To proj/bond funds 2012 Gen Fund Budget Transfer				**244,500**	25,000					
Closed Project Funds			15,895							
General - Street Maint Prog	183,048	461,845	205,435	136,349	100,000	100,000	100,000	100,000	100,000	100,000
Total Expenditures	189,513	1,148,753	730,023	989,650	644,631	1,475,000	140,000	139,000	139,000	194,000
INCREASE (DECREASE) IN CASH	345,008.46	26,432.73	129,346.96	408,159.12	(380,001.74)	(1,347,137.14)	(99,344.19)	(107,834.36)	(109,451.87)	(166,093.65)
FUND BALANCE - End of Year	1,673,587.11	1,700,019.84	1,829,366.80	2,237,525.92	1,857,524.18	510,387.04	411,042.85	303,208.49	193,756.62	27,662.97
		1,097,019.84	**1,226,366.80**							
	1,652,447.00	1,700,019.84	$603,000 encumbered from Fund Balance							

Sewer Utility Fund - Working Capital

Act	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018	
Beginning Balance	6,578,086	4,970,678	4,862,722	5,534,360	6,594,163	7,289,230	7,707,857	8,386,311	9,020,302	8,462,803	
Utility Revenue											
From Utility Billings(sewer study)	1,200,891	1,261,609	1,236,771	1,324,342	1,289,693	1,321,935	1,354,983	1,514,343	1,514,343	1,514,343	
Internal Loan to offset Muni Center Debt beginning year 2010-2		30,243	61,853	43,307	61,853	61,853	61,853	61,853	61,853	61,853	
Interal loan to offset RTC land Purchase - 10 Year @ 2% (When land proceeds received)				37,442	-	-	-	-	-	-	
Interest Earnings	206,288	244,914	138,022	96,996	65,942	109,338	115,618	125,795	135,305	-	
SAC(3421 acct)	9,200	7,760	5,000	1,650	4,000	3,000	3,000	3,000	3,000	3,000	
Connection Charges-Trunk (3431 acct)3% ann	4,862	36,206	-	299,021	73,580	25,000	25,000	25,000	25,000	25,000	
Operating Expense (Personal Services, Supplies, Other Services & Charges)	(656,533)	(688,688)	(764,110)	(742,955)	(800,000)	(840,000)	(882,000)	(926,000)	(972,000)	(1,020,000)	
CIP Projects-Sewer Utilities											
Utility Truck									(25,000)		
Sewer Jet Vac Truck	(4,717)										
Abandon Wildlife Sanctuary Lift Station Pump			(5,898)							(352,000)	
Abandon Liftstation River Pines										(45,000)	
167th Avenue Extension											
Interal loan RTC land Purchase - 10 Year @ 2	(2,334,394)										
Elmcrest Park											
NW S&W Ext	(33,005)										
PW Land/Building											
Sewer ext for NE Area (20 year at 4.5%)									(1,300,000)		
Sewer Ext Armstrong to Traprock						(202,500)					
Fire Station #1 Sanitary Sewer						(20,000)					
Lift Station #1 Replace Cabinet						(40,000)					
Internal Loan to offset Muni Center Debt beginning year 2010-2		(1,000,000)									
Brookfield-Oversizing san sewer											
Septic Discharge System											
Water Treatment Plant Extend Sewer											
West Mississippi Park Sewer								(170,000)			
Remaining Balance	4,970,678	4,862,722	5,534,360	6,594,163	7,289,230	7,707,857	8,386,311	9,020,302	8,462,803	8,649,999	***

*** This fund is created to offset the repairs of lines. The city currently has almost $22,000,000 of sewer lines (per 2012 audit) which includes over $5M of accumulated depreciation

Stormwater Management Fund #292

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
Beginning Balance	967,741	398,378	331,455	346,887	456,111	488,436	505,912	523,651	211,656	224,981
Developer's Contributions	-	24,473	7,732	102,905	27,489	10,000	10,000	10,000	10,000	10,000
Interest Earnings	27,494	15,142	7,700	6,318	4,836	7,477	7,739	8,005	3,325	3,525
CIP Projects-Park Projects										
Wetland Credits		(50,610)								
Whispering Pines Est Plat 2 Storm								(330,000)		
Sunfish Lake Blvd Storm	(200,000)									
Outfall to Mississippi	(396,857)	(55,928)								
Sunwood Drive										
NE/NW Sewer Extension										
Remaining Balance	398,378	331,455	**346,887**	456,111	488,436	505,912	523,651	211,656	224,981	238,505

Storm Water Utility Fund #605

	Act	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
Working Capital											
Beginning Balance		615,570	755,066	938,086	805,183	791,418	993,732	920,523	1,161,010	371,589	197,584
Utility Revenue From Utility Billings		578,666	617,366	617,579	646,152	659,400	675,885	709,679	745,163	782,421	821,542
Interest Earnings		26,732.19	35,398.00	24,701.00	13,492.03	7,914.18	14,905.98	13,807.85	17,415.16	5,573.83	2,963.76
Operating Expense (Personal Services, Supplies, Other Services & Charges)		(168,611)	(173,669)	(194,783)	(300,354)	(290,000)	(299,000)	(308,000)	(317,000)	(327,000)	(337,000)
CIP Projects-Stormwater Utility											
County 43 Ditch Cleaning									(150,000)		
Street Sweeper										(180,000)	(180,000)
Annual Drainage Enhancement						(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
The Draw Stormwater Grates							(10,000)				
River Storm Water Discharge Treatment						(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
North Commons Park											
Storm Sewer Ext from Bunker to Lake Ramsey							(250,000)				
Rum River Hills Storm					(95,833)						
PW Land/Building											
West Mississippi Outlet										(250,000)	
RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)									(560,000)		
Whispering Pines Est Plat 2 Storm											
Storm Water Projects		(297,291)	(296,075)	(580,400)	(277,222)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Storwater Drainage Impr (see project list)							(30,000)		(350,000)	(30,000)	(30,000)
Remaining Balance		**755,066**	938,086	805,183	791,418	993,732	920,523	1,161,010	371,589	197,584	300,090 ***

*** This fund is created to offset the repairs of storm drains. The city currently has over $11,000,000 of sewer lines (per 2012 audit which includes $1.8M of accum depr.

Street Light Utility Fund #603 - Working Capital

	Act	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018
Beginning Balance		1,091,042	1,107,885	1,167,489	1,204,373	1,228,198	1,248,480	1,266,207	1,275,200	1,275,328	1,265,458
Utility Revenue From Utility Billings		172,897	179,272	178,850	178,365	175,000	175,000	175,000	175,000	175,000	175,000
Contributions from Developers											
Interest Earnings		40,288.00	41,462.00	27,326.00	19,641.10	12,281.98	18,727.20	18,993.10	19,128.00	19,129.92	18,981.87
Operating Expense (Personal Services, Supplies, Other Services & Charges)		(118,026)	(140,032)	(144,930)	(147,533)	(152,000)	(160,000)	(168,000)	(176,000)	(185,000)	(194,000)
CIP Projects-Street Light Utility											
Priority/Developer Street Lights		$ (78,316)	$ (21,098)	$ (24,362)	$ (26,648)	$ (15,000)	$ (16,000)	$ (17,000)	$ (18,000)	$ (19,000)	$ (20,000)
Remaining Balance		1,107,885	1,167,489	1,204,373	1,228,198	1,248,480	1,266,207	1,275,200	1,275,328	1,265,458	1,245,440 ***

*** This fund is created to offset the repairs of lines. The city currently has almost $22,000,000 of sewer lines (per 2012 audit) which includes $347,000 of accum depr

Water Utility Fund #601

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014	Projected 2015	Projected 2016	Projected 2017	2018
Capital Expenses-Equipment										
CIP Projects										
PW Land/Building										
PW Land/Building-Internal Loan 2009-2029 @2%										
Internal Loan to offset Muni Center Debt beginning year 2009-2029 2%	$ (1,000,000)									
Internal Loan for RTC Land Purchase-10 Year @ 2% When Land Solc	$ (2,334,394)									
Internal Loan to offset Muni Center Debt beginning year 2011-2030 @2%			$ (1,000,000)							
1-Ton Truck with Boom						$ (49,000)				
Utility Truck						$ (33,877)			$ (25,000)	
A. Water Supply & Treatment Improvements										
1 Renovate Pump House #2										
2 Renovate Pump House #3										
Well house I Improvements										
3 Well #1 Rehabilitation					$ (58,000)	$ (30,000)	$ (32,000)	$ (35,000)	$ (38,000)	
4 Well #7 & 8	$ (69,373)									
6 Bonding & Study for Water Treatment Facility (20 yrs @5.0%-$18.4M)									$ (1,457,182)	$ (1,457,182)
7 Site Acquisition for Water Treatment Plant							$ (1,000,000)			
8 Water Meter Replacement	$ (209,999)	$ (210,571)	$ (109,665)							
Pump House #1 Building Repairs						$ (20,000)				
B. Water Storage Improvements										
1 1.5 MG Ground Storage Reservoir									$ (2,000,000)	
2 2.00 MG Elevated Storage Reservoir (Elmcrest Park)	**$ (2,176,853)**	$ (1,213,501)								
3 2.00 MG Elevated Storage Reservoir (Elmcrest Park) Site Land	**$ (768,513)**									
Refurbish Water Tower #1									$ (1,300,000)	
Refurbish Water Tower #2										
C. Distribution System Improvements										
2 Alpine Park to Regency Pond	**$ (314,533)**									
5 NE & NW S&W Ext										
8 Alpine Drive-CSAH 5 to Germanium St Watermain						$ (100,000)				
Magnesium St Watermain Looping										
Fire Station #1 Extension of Water										
9 Oak Park Terrace										
12 River Pines Lift Station Water Connection									$ (20,000)	
17 General Infrastructure Needs										$ (250,000)
D. Distribution System Maintenance Improvements										
Watermain Looping Bunker Lake Blvd								$ (350,000)		
Watermain Looping Sunfish Lake Blvd								$ (350,000)		
Sunfish Lake Blvd/Alpine Drive Intersection Sign			$ (62,995)							
Watermain Sunwood Drive Realignment					$ (347,540)					
6 Watermain Looping Ramsey Blvd Armstrong Blvd						$ (521,000)				
Subtotal - Capital Expenses	$ (6,873,666)	$ (1,424,072)	$ (1,172,660)	$ -	$ (405,540)	$ (671,000)	$ (1,032,000)	$ (735,000)	$ (4,815,182)	$ (1,707,182)
Operational Expenses										
Operating Expense-Distribution and Administration	$ (603,685)	$ (792,870)	$ (785,299)	**$ (700,562)**	$ (950,631)	$ (979,150)	$ (1,008,525)	$ (1,038,780)	$ (1,069,944)	$ (1,102,042)
Operating Expense-Treatment					$ -	$ -	$ -		$ (651,799)	$ (671,353)
Subtotal-Operating Expense	$ (603,685)	$ (792,870)	$ (785,299)	$ (700,562)	$ (950,631)	$ (979,150)	$ (1,008,525)	$ (1,038,780)	$ (1,721,743)	$ (1,773,395)
Total Annual Expenses	$ (7,477,351)	$ (2,216,942)	$ (1,957,959)	$ (700,562)	$ (1,356,171)	$ (1,650,150)	$ (2,040,525)	$ (1,773,780)	$ (6,536,925)	$ (3,480,577)
Water System Revenue										
ıl Impact Study 10/05 reduced by 200-300 units per year to be conservative)	895	784	900	502	394	369	301	160	160	160
Water Sales (gallons/year)	923,993,850	973,353,713	975,000,000	975,000,000	975,000,000	975,000,000	975,000,000	1,269,000	1,269,000	1,269,000
Water rates ($/1000 gal)(5% annual increase)	$ 2.05	$ 2.16	$ 2.27	$ 2.38	$ 2.38	$ 2.43	$ 2.48	$ 2.53	$ 2.58	$ 2.71
Water Availability Charge (WAC) ($/connection)()	$ 1,557	$ 1,627	$ 1,701	$ 1,640	$ 1,148	$ 1,177	$ 1,206	$ 1,236	$ 1,267	$ 1,299
Connection/Trunk Charge ($/connection)(4.5% after year 2005)	$ 2,113	$ 2,209	$ 2,308	$ 2,226	$ 1,558	$ 1,597	$ 1,637	$ 1,678	$ 1,720	$ 1,763
Water Rate Revenue(Water Sales/1000 x Water Rates) + water meters	$ 1,693,581	$ 1,633,461	$ 1,820,130	**$ 2,066,436**	$ 1,800,000	$ 1,845,000	$ 1,891,125	$ 1,939,916	$ 1,985,339	$ 2,044,899
WAC Revenue(Service Connections x Wac Charge)	$ 77,850	$ 165,406	$ 83,349	$ 490,360	$ 225,000	$ 200,000	$ 200,000	$ 197,803	$ 202,748	$ 207,817
nk Charge Revenue (Service Connections when platted x Connection Charge)	$ 10,600	$ 79,711	$ -	$ 523,999	$ 130,329	$ 224,440	$ 177,115	$ 177,935	$ 178,775	$ 224,440
Interest Earnings	$ 459,839	$ 306,955	$ 267,790	$ 157,107	$ 165,219	$ 181,505	$ 192,450	$ 198,408	$ 209,167	$ 149,409
Total System Revenue	$ 2,241,870	$ 2,185,533	$ 2,171,269	$ 3,237,902	$ 2,320,548	$ 2,450,945	$ 2,460,690	$ 2,514,062	$ 2,576,029	$ 2,626,565
Trunk Charges returned for John Peterson's Agreement			$	-		$ (192,500)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)
						100 Units	(75 units)	(75 units)	(75 units)	(45 units)
Internal Loan to offset Muni Center Debt beginning year 2009-2029 2% Paid off in 2011	**$ 80,243**	**$ 80,243**	**$ 956,762**							
PW Land/Building-Internal Loan 2009-2029 @2%	$ 59,527	$ 59,527	$ 43,093	$ 31,637	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527	$ 59,527
Internal Loan to offset Muni Center Debt beginning year 2011-2030 @2%			$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853
Internal Loan for RTC Land Purchase-10 Year @ 2% When Land Solc				$ 37,442	$ -	$ -	$ -	$ -	$ -	$ 259,880
Water Working Capital Balance										
Total Annual Expenses	$ (7,477,351)	$ (2,216,942)	$ (1,957,959)	$ (700,562)	$ (1,356,171)	$ (1,650,150)	$ (2,040,525)	$ (1,773,780)	$ (6,536,925)	$ (3,480,577)
Total System Revenue	$ 2,381,640	$ 2,325,303	$ 3,232,977	$ 3,368,834	$ 2,441,928	$ 2,379,825	$ 2,437,695	$ 2,491,067	$ 2,553,034	$ 2,863,450
Net Income(Loss)	$ (5,095,711)	$ 108,361	$ 1,275,018	$ 2,668,272	$ 1,085,757	$ 729,675	$ 397,171	$ 717,287	$ (3,983,890)	$ (617,127)
Beginning Water Working Capital Balance	$ 12,058,651	$ 6,962,941	$ 7,071,302	$ 8,346,320	$ 11,014,592	$ 12,100,348	$ 12,830,023	$ 13,227,194	$ 13,944,481	$ 9,960,590
Ending Water Working Capital Balance	$ 6,962,941	$ 7,071,302	$ 8,346,320	$ 11,014,592	$ 12,100,348	$ 12,830,023	$ 13,227,194	$ 13,944,481	$ 9,960,590	$ 9,343,463

*** This fund is created to offset the repairs of lines. The city currently has over $24,000,000 of sewer lines (per 2012 audit which includes $6.5M of accum depr

TIF Projections District #1-Rivers Bend

Projected Revenue FOR TIF I	Actual 2006	Actual 2007	Actual 2008	**Actual 2009**	**Actual 2010**	Decertifies **Actual 2011**	In TIF Amende Budget 12/11 **Actual 2012**	In TIF Amended Budget 12/11 **Actual 2013**	Future **2014>**	
District I (2011)										
Balance	766,799	893,335	817,357	1,012,349	1,415,773	2,122,527	2,785,666	1	1	
Revenues										
TIF Increments	791,137	811,974	853,646	886,402	867,508	844,792				
Trans from TIF 10 Land sales/Orig Land Purchased with TIF 1 Bond (Fund 332)						787,803				
Advancement on F&C 10-year Loan (See $1,420,000 below)							**120,000**			
Transfer from TIF 10 for non-increment int attriuted to land sales above						24,713				
Diamond Graphics Land Sale								407,876		
F&C Loan Paid Back									**1,300,000**	
Repay for Sunfish Park				30,000						
Bond Proceeds	1,010,075									
Transfer of Int earnings prior to 1997 to HRA						(263,496)				
Interest Earnings	31,451.55	46,152.90	41,458.38	44,765.79	59,429.26	60,182.23			2,000.00	
Total Revenue	1,832,664	858,126	895,104	961,168	926,937	1,453,994	120,000	407,876	1,302,000	
Less:										
Bond Principal (Fund 322/334, 324)	(235,000)	(255,000)								
Bond Interest	(7,853)	(2,869)								
Bond Prn/Int-Sunfish Business Park(Fund 331, 332)										
($1,045,000 & $1,215,000)	(117,352)	(104,590)	(426,927)	(327,127)						
(Azurite St & Waste Mgmt Site)										
Bond Principal (B&A Cyl $1,035,000) FUND #342	(150,000)	(160,000)	(165,000)	(175,000)	(185,000)	(200,000)				
Bond Interest (B&A Cyl $1,035,000)	(47,366)	(44,330)	(36,570)	(28,485)	(19,735)	(10,300)				
McKinley Street or Road Reconstructions									**(1,235,000)**	Only After F&C pays back 1.3M
Interfund Loan F&C (Tif Spending Plan)							**(1,420,000)**			
Administrative Expenses	(31,852)	(30,986)	(28,354)	(27,132)	(15,448)	(17,497)	(1,217)	(1,217)		
Total Expense	(589,422)	(597,775)	(656,851)	(557,744)	(220,183)	(227,797)	(1,421,217)	(1,217)	(1,235,000)	
CIP Project Costs:										
*** Well #3 (97 CIP)										
Amoco Acquisition										
KIH Acq (with TIF 2 & 4)										
B&A Cylinder (bonded)6 yrs @4.5%	(1,045,120)									
Ramp Construction Extension						(563,058)	(244,448)	(244,448)		
Rail Stop ROW							(862,064)	(862,064)		
Pay TIF 10 for Transaction Error by Ehlers (See $787,803 transfer above, put TIF 10 Neg)							(377,936)	(377,936)		
County #116 acquisition										**Only After F&C pays back 1.3M**
Total CIP Project Costs	(1,116,706)	(336,330)	(43,262)	-	-	(563,058)	(1,484,448)	(1,484,448)	-	
Remaining TIF Balance	893,335	817,357	1,012,349	1,415,773	2,122,527	2,785,666	1	(1,077,788)	67,001	
(Total Revenue less Total Project Costs										

TIF Projections District #2 - Gateway

(2013)

Tif Plan budget amended 12-11 | Tif Plan Budget Amended 11-13

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Projected 2014>	
Revenues							
TIF Increments on agreements	$ 1,713,092	$ 1,778,780	$ 1,823,891	$ 1,713,507	$ 1,561,000	$ -	21308518
Internal Loan From Landfill Trust for RAIL ROW							0
Transfer of Int earnings prior to 1997 to HRA			(41,387)				-41387
Easement funds for Business Park 95					10,454	0	10454
Transfer in for F&C Transfer done in previous years-set up as DUE to FROM				217,422			217422.03
Interest Earnings(2000 neg int adj for borrowing)	80,303.68	122,918.08	111,750.72	68,211.43	52,957.96	54,984	422220.19
Total Revenue	$1,793,395	$1,901,698	$1,894,255	$1,999,140	$1,624,412	$54,984	23059729
Expenses							
Sauter Land Purchase Bond Int (Fund 329 $1,680,000 Bond-18% of bond)	**(7,152)**	**(3,993)**	(608)				
Interest Correction from 2003							
Sauter Land Purchase Bond Prin (Fund 329 $1,680,000 Bond-18% of bond)	**(48,600)**	**(51,300)**	(9,000)				
Parabody Pay-Go(site impr)	**(20,264)**	**(20,264)**	(20,264)	(20,264)	(20,264)	-	
*** Well #5-Bond Prin (Fund 328 $1,695,000 bond)	**(450,000)**						
Well #5 Bond Int (Fund 328 $1,695,000 Bond)	**(12,038)**						
Bond Interest (Fund 323/335 $2,600,000 Bond)	**(10,468)**	**(3,644)**					
Bond Principal (Fund 323/335 $2,600,000 Bond)	**(265,000)**	**(265,000)**					
Sharp Reimbursement-Sunfish Gateway	**(46,875)**	**(46,875)**	(46,875)				
Debt Service from TIF 8	**(84,577)**	**(52,385)**			(82,746)	-	
F&C City Fees(Spending Plan)							
Sharp-Duncan Project							
Administrative Expenses	(35,133)	**(13,960)**	(18,438)	(22,511)	(40,000)	(5,000)	
Total Expense	($980,107)	($457,422)	($95,184)	($42,775)	($143,010)	($5,000)	
AVAILABLE REVENUES	$813,288	$1,444,276	$1,799,071	$1,956,365	$1,481,402	$49,984	
CIP Project Costs:							
Bury Carlson Land							
Brown Property							
Command/National Growth-Minks Property	**(25,000)**	**(25,000)**	(25,000)				
141st Avenue Road Construction							
142nd Court Street Improvements (B&A Cyl)			(325,000)				
Internal Loan from TIF 14 for Admin Fees F&C project		**(89,069)**	(126,701)			-	
Parking Ramp Costs				**(66,363)**	**(15,000)**	**-**	
Sunwood Drive (Use of Excess Funding from Rail Stop See Below)				**(500,000)**		**-**	
RAIL Stop (Did not need internal loan received tax funds prior to payment)				**(2,700,436)**	**(1,289,564)**	**-**	
Internal Loan from Landfill TRUST-Principal for RAILSTOP ROW							
Internal Loan from Landfill TRUST-Interest 2% for RAILSTOP ROW							
Pond Reim-Tag Machine	(19,360)						
County Road #116 (#47 toDysprosium)			**(450,000)**				
Sunwood Drive Realignment				(500,000)			
County Road #116 (Dysprosium to County #57)	(58,225)				(41,775)	-	
Total CIP Project Costs	(102,584)	(114,069)	(926,701)	(3,766,799)	(1,346,339)	-	
***Projects complete or to be completed							
***Projects as placeholders only							
(Available Revenue less Total Project Costs)	$710,704	$1,330,207	$872,370	($1,810,434)	$135,063	$49,984	
Remaining TIF Balance/(Deficit)	$3,138,388	$4,468,595	$5,340,965	$3,530,531	$3,665,594	$3,715,578	
Internal Loans - F&C & TIF 14 Admin Expe				$ (2,782,605)	$ (2,943,202) $2,943,202 eligible internal loan	$ (2,943,202)	
Cash Balance not including delinquent tax rec				$747,926	$722,392	$772,376	

TIF Projections District #4-Front Street

Projected Revenue FOR TIF IV	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Decertifies Projected 2014
District I (2014)						
Balance	858,342	1,349,205	321,844	420,373	304,499	320,562
Revenues						
TIF Increments	535,185	483,351	443,706	387,854	305,000	400,000
Auction Proceeds-0asis			2,029			
Transfer of Int earnings prior to 1997 to HRA			**(52,367)**			
Interest Earnings	36,234.24	24,187.28	9,105.95	6,136.60	4,567.48	4,808.43
Total Revenue	571,419	507,539	402,474	393,991	309,567	404,808
Less:						
GB Properties	(25,000)					
Riverview Community Bank (Premier Land Reim)	(30,573)	(30,573)	(30,573)			
Administrative Expenses	(24,982)	(31,847)	(11,726)	(13,841)	(15,000)	(15,000)
Total Expense	(80,555)	(62,420)	(42,299)	(13,841)	(15,000)	(15,000)
CIP Project Costs:						
Oasis Market		(1,078,195)	(11,645)			
US Bank Road Easement		(89,630)				
Zeolite						
Street Recon-Annual Road Improvements-Sunwood Drive		(304,655)	(250,000)	(275,000)	(275,000)	(394,000)
Riverdale Drive Ext Traprock-Armstrong						(275,000)
Alpine Drive Road Improvement (South of Alpine Drive in DD1)				(221,024)	(3,504)	
***Project Completed						
Total CIP Project Costs	-	(1,472,480)	(261,645)	(496,024)	(278,504)	(669,000)
Remaining TIF Balance	1,349,205	321,844	420,373	304,499	320,562	41,370

(Total Revenue less Total Project Costs

Note: 100% of Prin & interest paid thru TIF

TIF Projections District #7
B&B Carpeting

Projected Revenue FOR TIF VII	**Actual 2008**	**Actual 2009**	**Actual 2010**	**Actual 2011**	**Actual 2012**	**Projected 2013**	**Projected 2014**	**Decertifies Projected 2015**
District VII (2015) Balance	(13,265)	(6,104)	2,022	7,935	13,219	14,814	12,586	9,916
Revenues								
B&B Carpeting	31,235	31,733	29,266	30,132	29,484	22,435	22,000	22,000
Interfund Loan - PIR 7/01 authorized								
Special Assessment-Prin								
Special Assessment Int								
Interest Earnings	(561.28)	(75.23)	204.54	212.53	243.65	336.53	330.00	330.00
Total Revenue	30,673	31,657	29,471	30,344	29,728	22,772	22,330	22,330
Less:								
B&B Revenue Note-Prn (site impr)	(23,000)	(23,000)	(23,000)	(23,000)	(26,500)	(22,000)	(22,000)	(22,000)
B&B Revenue Note-Int								
Interfund Loan Transfer Repayment								
Administrative Expenses	(513)	(531)	(558)	(2,060)	(1,633)	(3,000)	(3,000)	(3,000)
S&W Extension								
Total Expense	(23,513)	(23,531)	(23,558)	(25,060)	(28,133)	(25,000)	(25,000)	(25,000)
Remaining TIF Balance (Total Revenue less Total Project Costs	(6,104)	2,022	7,935	13,219	14,814	12,586	9,916	7,246

TIF Projections District #8
Maken

Projected Revenue FOR TIF VIII	**Actual 2009**	**Actual 2010**	**Actual 2011**	**Actual 2012**	**Projected 2013**	**Projected 2014**	**Projected 2015**	**Projected 2016**	**Projected 2017**
District VIII (2028)									
Balance	6,713	8,912	8,233	1,916	90,789	92,751	4,143	228,306	455,830
DECERTIFY IN 2015 Debt over & positive Bal									
Revenues									
Land Proceeds-Lundeen									
Land Proceeds-W Properties									
Land Proceeds-Cullinan									
Relocation Fees									
Tax Increment	267,591	297,177	363,501	360,779	250,000	250,000	250,000	250,000	250,000
Transfer from TIF 2 to pay 20-40% bonded debt	84,577	52,385							
Interfund Loan from PIR									
Interest Earnings	1,147.96	2,021.51	1,584.71	882.25	1,361.83	1,391.27	62.14	3,424.59	6,837.46
Total Revenue	353,316	351,584	365,086	361,661	251,362	251,391	250,062	253,425	256,837
Less:									
Principal on 920,000 GOTI Bond (Fund 330 141st&143rd)			(220,000)	(200,000)	(200,000)	(300,000)			
Int on 920,000 GOTI Bond(fund 330-141st &143rd Ave)	(32,936)	(42,050)	(41,863)	(28,000)	(23,500)	(14,100)			
Principal on 1,680,000 GO Taxable(Fund 329 Maken Land bond -82%)	(221,400)	(233,700)	(41,000)						
Interest on 1,680,000 GO Taxable(Fund 329 Maken Land Bond -82%)	(42,238)	(18,192)	(2,768)						
S&W Trunk-Sauter & RJM									
Interfund Loan Prn									
Interfund Loan Int									
Clean up Cullinan Site	(17,454)								
W Properties (Land Reimbursement)	(15,899)	(15,899)	(15,899)	(15,900)	(15,899)	(15,900)	(15,899)	(15,900)	(15,899)
Lundeen Holdings (Phase II Reimbursement)		(40,000)	(45,000)	(17,337)					
Administrative Expenses	(21,190)	(2,423)	(4,873)	(11,552)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Total Expense	(351,117)	(352,263)	(371,402)	(272,789)	(249,399)	(340,000)	(25,899)	(25,900)	(25,899)
CIP Project Costs:									
Total CIP Project Costs	-	-	-	-	-	-	-	-	-
Remaining TIF Balance	8,912	8,233	1,916	90,789	92,751	4,143	228,306	455,830	686,769
(Total Revenue less Total Project Costs									

Note: Will need to pool increment from TIF 2 to pay off bonds

TIF Projections District #8
Maken

Projected Revenue FOR TIF VIII	**Projected 2018**	**Projected 2019**	**Projected 2020**	**Projected 2021**	**Projected 2022**	**Projected 2023**	**Projected 2024**	**Projected 2025**	**Projected 2026**	**Projected 2027**	**Projected 2028**
District VIII (2028)											
Balance	686,769	921,170	110,756	336,517	565,666	814,151	1,066,363	1,322,358	1,582,194	1,845,927	2,113,616
DECERTIFY IN 2015 Debt over & positive Bal											
Revenues											
Land Proceeds-Lundeen											
Land Proceeds-W Properties											
Land Proceeds-Cullinan											
Relocation Fees											
Tax Increment	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Transfer from TIF 2 to pay 20-40% bonded debt											
Interfund Loan from PIR											
Interest Earnings	10,301.53	13,817.56	1,661.33	5,047.75	8,484.98	12,212.26	15,995.44	19,835.38	23,732.91	27,688.90	31,704.23
Total Revenue	260,302	263,818	251,661	255,048	258,485	262,212	265,995	269,835	273,733	277,689	281,704
Less:											
Principal on 920,000 GOTI Bond (Fund 330 141st&143rd)											
Int on 920,000 GOTI Bond(fund 330-141st &143rd Ave)											
Principal on 1,680,000 GO Taxable(Fund 329 Maken Land bond -82%)											
Interest on 1,680,000 GO Taxable(Fund 329 Maken Land Bond -82%)											
S&W Trunk-Sauter & RJM											
Interfund Loan Prn		(500,000)									
Interfund Loan Int		(548,333)									
Clean up Cullinan Site											
W Properties (Land Reimbursement)	(15,900)	(15,899)	(15,900)	(15,899)							
Lundeen Holdings (Phase II Reimbursement)											
Administrative Expenses	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(22,103)
Total Expense	(25,900)	(1,074,232)	(25,900)	(25,899)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(22,103)
CIP Project Costs:											
Total CIP Project Costs	-	-	-	-	-	-	-	-	-	-	-
Remaining TIF Balance	921,170	110,756	336,517	565,666	814,151	1,066,363	1,322,358	1,582,194	1,845,927	2,113,616	2,373,217
(Total Revenue less Total Project Costs											

Note: Will need to pool increment from TIF 2 to pay off bonds

Projected Revenue FOR TIF IX	**Actual 2009**	**Actual 2010**	**Actual 2011**	**Actual 2012**	**Projected 2013**	**Projected 2014**	**Projected 2015**	**Projected 2016**
District IIX (2029) Balance	(19,742)	(17,882)	(14,641)	(16,854)	(15,697)	(15,815)	(15,933)	(16,053)
Revenues								
Tax Increment	27,910	29,250	24,867	24,902	23,000	23,000	23,000	23,000
Interfund Loan-PIR								
Interest Earnings	(521.59)	(439.00)	(237.27)	(192.84)	(117.73)	(118.61)	(119.50)	(120.40)
Total Revenue	27,389	28,811	24,630	24,709	22,882	22,881	22,880	22,880
Administrative Expenses	(529)	(570)	(1,844)	(1,052)	(2,300)	(2,300)	(2,300)	(2,300)
Site Improvements(2004-2023)	(25,000)	(25,000)	(25,000)	(22,500)	(20,700)	(20,700)	(20,700)	(20,700)
Total Expense	(25,529)	(25,570)	(26,844)	(23,552)	(23,000)	(23,000)	(23,000)	(23,000)
Remaining TIF Balance	(17,882)	(14,641)	(16,854)	(15,697)	(15,815)	(15,933)	(16,053)	(16,173)

(Total Revenue less Total Project Costs

Projected Revenue FOR TIF IX	**Projected 2017**	**Projected 2018**	**Projected 2019**	**Projected 2020**	**Projected 2021**	**Projected 2022**	**Projected 2023**
District IIX (2029) Balance	(16,173)	(16,295)	(16,417)	(16,540)	(16,664)	(16,789)	(16,915)
Revenues							
Tax Increment	23,000	23,000	23,000	23,000	23,000	23,000	23,000
Interfund Loan-PIR							
Interest Earnings	(121.30)	(122.21)	(123.13)	(124.05)	(124.98)	(125.92)	(126.86)
Total Revenue	22,879	22,878	22,877	22,876	22,875	22,874	22,873
Administrative Expenses	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)
Site Improvements(2004-2	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)
Total Expense	(23,000)	(23,000)	(23,000)	(23,000)	(23,000)	(23,000)	(23,000)
Remaining TIF Balance	(16,295)	(16,417)	(16,540)	(16,664)	(16,789)	(16,915)	(17,042)

(Total Revenue less Total Project Costs

Projected Revenue FOR TIF IX	**Projected 2024**	**Projected 2025**	**Projected 2026**	**Projected 2027**	**Projected 2028**	**Projected 2029**
District IIX (2029) Balance	(17,042)	3,530	24,257	45,139	66,177	87,374
Revenues						
Tax Increment	23,000	23,000	23,000	23,000	23,000	23,000
Interfund Loan-PIR						
Interest Earnings	(127.81)	26.48	181.93	338.54	496.33	655.30
Total Revenue	22,872	23,026	23,182	23,339	23,496	23,655
Administrative Expenses	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)
Site Improvements(2004-2023)						
Total Expense	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)
Remaining TIF Balance	3,530	24,257	45,139	66,177	87,374	108,729

(Total Revenue less Total Project Costs

TIF Projections District #10
Sunfish Commons

Projected Revenue FOR TIF X	Actual 2009	Actual 2010	Actual 2011	Actual Decertifies Projected 2012	2013
District X (2012) Balance	521,185	719,029	927,756	304,120	3,257
Revenues					
Tax Increment	106,510	182,015	179,171	186,531	-
Adjust off Land Proceeds deposited in TIF 10 but used TIF 1 funds to purchase			(787,803)		
Transfer back part of proceeds of the $787,803 per state Auditor Findings				377,936	-
Interest From Land Proceeds Directly Above transferred to TIF 1 who bought land originally			(24,713)		
Diamond Graphics					
QDP/JBT Alliance Land	74,909				
Interest Earnings	21,503.46	28,082.40	12,454.45	6,093.93	-
Total Revenue	202,923	210,098	(620,890)	570,561	-
Administrative Expenses	(1,088)	(1,370)	(2,746)	(1,296)	(1,000)
Transfer to PIR fund for Subsidies on Dev Agreement				(870,128)	-
Road Construction-Waltec	(3,990)				
Land Acquisition	-	-			
Total Expense	(5,078)	(1,370)	(2,746)	(871,424)	(1,000)
Remaining TIF Balance (Total Revenue less Total Project Costs	719,029	927,756	304,120	3,257	2,257

TIF Projections District #14-COR

Projected Revenue FOR TIF IV	**Actual 2011**	**Actual 2012**	**Projected 2013**	**Projected 2014**	**Projected 2015**	**Projected 2016**	**Projected 2017**	**Projected 2018**
District I								
Balance	-	(33,151)	(2,781,867)	(2,903,544)	(2,947,097)	(3,391,304)	(3,442,173)	(3,493,806)
Revenues								
TIF Increments			-	-	-	-	-	-
Bond Proceeds F&C Bond	-	6,825,738						
Interfund Loan - TIF #2								
Interest Earnings	-		(41,728)	(43,553)	(44,206)	(50,870)	(51,633)	(52,407)
Total Revenue	-	6,825,738	(41,728)	(43,553)	(44,206)	(50,870)	(51,633)	(52,407)
Expenditures								
City Fees F&C Interfund Loan Dec 2010	-	(2,443,202)						
Admin Expenses $500,000 Interfund Loan Dec 2010	(33,151)	(306,252)	(50,000)					
F&C Draws from Bond	-	(6,825,000)						
Interest on Interfund Loan Est - 4%(2011-2013)			(29,949)					
Total Expenditures	(33,151)	(9,574,454)	(79,949)	-	-	-	-	-
CIP Project Costs:								
RTC Bunker (Armstrong to Bunker Lake Blvd)						(3,500,000)		
Zeolite Street					(400,000)			
Total CIP Project Costs	0	0	-	-	(400,000)	-	-	-
Remaining TIF Balance	(33,151)	(2,781,867)	(2,903,544)	(2,947,097)	(3,391,304)	(3,442,173)	(3,493,806)	(3,546,213)

Our Mission: To work together to responsibly grow our community, and to provie quality, cost-effective, an efficient government services

CC Regular Session
Meeting Date: 12/10/2013
By: Jo Thieling, Administrative Services

Information

Title:
Public Hearing to Consider Introducing an Ordinance Amending Chapter 10 (Franchises) of the City Charter as recommended by the Charter Commission

Purpose/Background:
Purpose: To conduct a public hearing to consider a proposed amendment to Chapter 10 (Franchises) of the City's39;s Charter.

Background: On October 21, the Charter Commission recommended amending Chapter 10 of the City Charter (Franchises) relating to franchise fees.

The Charter amendment process is dictated by State Statute. The process before Council is per Minnesota Statutes 410.12, subd. 7 titled "Amendment by Ordinance" . The Charter Commission may recommend an amendment to the City Council, which may adopt the recommendation in the form of an ordinance. The recommended ordinance cannot be enacted until after the City Council has conducted a public hearing on it and it must be adopted by a unanimous vote of the City Council. The public hearing has been published and is being held this evening. This procedure does not require a voter election,except that the ordinance is not effective for 90 days after its passage in order to allow for a referendum petition by residents which must be presented within 60 days of the ordinance's' adoption by the Council. Please note, historically this is the amendment process most often used in the City to amend its Charter.

Notification:
A notice of this public hearing was published in the November 22 edition of *The Anoka County Union.*

Charter Commissioners were also noticed that the public hearing on their proposed amendment was scheduled for this day.

Observations/Alternatives:
Observations: To enact an amendment by ordinance, it must be done so by a unanimous vote of the City Council.

Alternatives:

1. Council may introduce the ordinance as presented, which will then be forwarded to a subsequent agenda for formal adoption. The adoption must be done by a unanimous vote of the Council.

2. Council may discuss alternative language and direct the City Attorney to draft an alternative ordinance for the Charter Commission to review. If Council opts for this alternative, such language will be drafted and submitted to the Charter Commission for their review and comment. The Charter Commission shall then approve or reject the proposed amendment or suggest a substitute amendment and send it back to the Council for their review and anticipated adoption.

Recommendation:
Staff is recommending Council identify alternative language and direct the City Attorney to draft an alternative ordinance for the Charter Commission to review. If Council opts for this alternative, such language will be drafted and submitted to the Charter Commission for their review and comment.

Action:
Based upon discussion.

Attachments

Ordinance #13-26

Form Review

Inbox	Reviewed By	Date
Joe Langel	Joe Langel	11/20/2013 08:57 PM
Kurt Ulrich	Kurt Ulrich	11/21/2013 03:34 PM
Kurt Ulrich	Kurt Ulrich	12/05/2013 04:49 PM
Form Started By: Jo Thieling		Started On: 11/20/2013 10:15 AM
Final Approval Date: 12/05/2013		

ORDINANCE #13-26

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AMENDMENTS TO CHAPTER 10 OF THE HOME RULE CHARTER OF THE CITY OF RAMSEY. SAID AMENDMENTS RELATE GENERALLY TO FRANCHISES.

THE CITY OF RAMSEY ORDAINS.

SECTION 1. AUTHORITY:

This Ordinance is enacted pursuant to Minnesota Statutes §410.12, Subd. 7.

SECTION 2. AMENDMENT.

Section 10.4 of the Home Rule Charter of the City of Ramsey is hereby amended to provide as written below:

CHAPTER 10
FRANCHISES

Section 10.4 Power of Regulation Reserved. Subject to any applicable state statutes, the council may by ordinance regulate and control the exercise of any franchise, including the maximum rates, fares, or prices to be charged by the grantee, except that any franchise fees imposed under applicable state statutes must be limited to defraying increased municipal costs accruing as a result of utility operations and may not be used to raise general revenue. No franchise value shall be included in the valuation of the grantee's property in regulating utility rates, fares, or prices under any applicable state or municipal law, or regulation, or in proceedings for municipal acquisition of the grantee's property by purchase or eminent domain.

SECTION 3. EFFECTIVE DATE.

This Ordinance shall become effective 90 days after its passage and publication subject to the provisions of Minnesota Statutes §410.12, Subd. 7.

PASSED by the City Council of the City of Ramsey, Minnesota, the ____ day of _____. 2013/14

_____
Mayor

ATTEST:

City Clerk

Date recommend by Charter Commission: October 22, 2013
City Council Introduction date: _____
Posting dates: _____
Public hearing publication date: November 22, 2013
Public hearing date: December 10, 2013
Adoption date: _____
Publication date: _____
Effective date: _____

Our Mission: To work together to responsibly grow our community, and to provie quality, cost-effective, an efficient government services

CC Regular Session
Meeting Date: 12/10/2013
By: Diana Lund, Finance

Information

Title:

Public Hearing on 2014 Tax Levy and General Fund Budget & Adoption of Final Levies and Budgets

Purpose/Background:

Purpose: The city is required to hold a meeting where the city's budget and levy will be discussed and the public can give input. The city is required to adopt a levy and certify to the county auditor by December 29, 2013.

A budget/levy slide presentation will be provided that will outline the city's proposed 2014 levies and General Fund Budget.

A brief recap of this presentation are as follows:

2014 Final Overall Levy: $8,564,341-reduction of $159,000 from September Preliminary levy of $8,723,341 ($7,998,213- YR 2013)
Levy Components: General Fund Levy: $7,201,730 ($7,248,829-YR 2013)
Debt Service Levies: $1,240,828 ($644,918-YR 2013)
EDA Levy: $ 121,783 (104,466-YR 2013)
2014 Final Tax Capacity Rate: 44.284% (44.288% - YR 2013)

2014 General Fund Budget: $9,750,135 ($10,293,837 - YR 2013)

All EDA and General Fund documents are included together, as the EDA levy calculates into the total general levy calculation of the city. Only the Levy of the HRA stands alone and that levy will be presented for adoption at the HRA meeting later this evening.

Notification:

At is regular meeting of September 10, 2013, City Council agreed upon December 10, 2013 at 7:00 PM to hold a public meeting on the 2014 levy and budget. This date and time was printed on the proposed tax statements that were sent to each taxable property.

Observations/Alternatives:

Option #1 - Motion to Adopt Resolutions #13-12-224 adopting the 2013 Payable 2014 EDA levy in the amount of $121,783; Adopt Resolution #13-12-225 Adopting the 2014 EDA Budget in the amount of $128,050; Adopt Resolution #13-12-226 Adopting the 2013, Payable 2014 Municipal Tax Levy in the amount of $8,564,341 and Adopt Resolution #13-12-227 Adopting the 2014 General Fund Budget in the amount of $9,750,135.

Option #2 - Motion to Adopt Resolutions as stated above in Option 1, but with the following modifications:_____

Option#3 - Motion to not adopt the attached resolutions. If a final levy is not adopted it reverts back to the proposed September Levy.

Funding Source:

The EDA levy supports the EDA budget and the General Levy supports the General Fund Budget and debt service.

Recommendation:

Staff Recommends Option #1 as outlined above. The direction of the City Council at the last budget worksession was to reduce the proposed 2014 levy to stay constant with the adopted 2013 tax rate and staff has accomplished this with Option #1.

Action:

Motion to recommend City Council Adopt Resolutions #13-12-224 adopting the 2013 Payable 2014 EDA levy in the amount of $121,783

and Motion to recommend City Council Adopt Resolution #13-12-225 Adopting the 2014 EDA Budget in the amount of $128,050

and Motion to recommend City Council Adopt Resolution #13-12-226 Adopting the 2013, Payable 2014 Municipal Tax Levy in the amount of $8,564,341

and Motion to recommend City Council Adopt Resolution #13-12-227 Adopting the 2014 General Fund Budget in the amount of $9,750,135.

Attachments

2014 Final EDA Levy
Res 2014 EDA Budget

2014 EDA Budget
Res Final 2013 Pay 2014 Muni Tax Levy
Res 2014 General Fund Budget
2014 General Fund Budget
Slide Presentation

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/05/2013 03:13 PM
Form Started By: Diana Lund		Started On: 12/02/2013 09:48 AM
Final Approval Date: 12/05/2013		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-224

RESOLUTION APPROVING THE PROPOSED 2013 PAYABLE 2014, EDA TAX LEVY

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

1) That the following proposed levy for certified 2013, payable 2014, be levied upon the taxable property in said City of Ramsey, Anoka County, State of Minnesota for the following purposes:

RECOMMENDED EDA LEVY	$ 121,783
TOTAL PROPOSED LEVIES	$ 121,783

2) That the City Administrator/Clerk be directed to transmit a certified copy of this resolution to the Anoka County Auditor's Office on or before Friday, December 29, 2013.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-225

RESOLUTION ADOPTING THE 2014 CITY OF RAMSEY ECONOMIC DEVELOPMENT AUTHORITY FUND BUDGET

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

1) That the annual budget of the City of Ramsey for the fiscal year beginning January 1, 2014 is hereby adopted for the Economic Development Authority Fund as follows:

ECONOMIC DEVELOPMENT FUND

Revenues:	
Taxes (EDA Levy)	$121,788
Interest Earnings	$ 3,000
Total Revenues	$124,788
Operating and Capital Expenditures:	
Personal Services	56,070
Supplies	10,600
Services and Charges	61,380
Capital Outlay	0
Other Financing Uses –	
Operating Transfers	0
Total Operating and Capital Expenditures	$128,050

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 10th day of December, 2013.

_____

Mayor

ATTEST:

_____

City Clerk

CITY OF RAMSEY

ECONOMIC DEVELOPMENT AUTHORITY

ADOPTED BUDGET

For Fiscal Year 2014

Adopted 12/10/2013

.









City of Ramsey
2014 Adopted Economic Development Authority Fund Budget

ECONOMIC DEVELOPMENT AUTHORITY FUND 230 - SUMMARY

REVENUES

	-Actual 2010-	-Actual 2011-	-Actual 2012-	-Adopted 2013-	-Adopted 2014-
TAXES	$ 273,506	$ 273,440	$ 170,917	$ 104,466	$ 121,788
INVESTMENT EARNINGS	42,637	30,038	15,293	2,000	3,000
OTHER FINANCING SOURCES	1,136	-	-	-	-
TOTAL REVENUES	**$ 317,279**	**$ 303,478**	**$ 186,210**	**$ 106,466**	**$ 124,788**

EXPENDITURES

	-Actual 2010-	-Actual 2011-	-Actual 2012-	-Adopted 2013-	-Adopted 2014-
PERSONNEL SERVICES	$ 48,229	$ 87,798	$ 53,872	$ 35,086	$ 56,070
SUPPLIES	10,325	10,604	8,608	11,000	10,600
OTHER SERVICES & CHARGES	186,772	169,745	59,559	60,380	61,380
CAPITAL OUTLAY	-	-	-	-	-
TRANSFERS OUT	-	19,733	-	-	-
TOTAL EXPENDITURES	**$ 245,326**	**$ 287,880**	**$ 122,039**	**$ 106,466**	**$ 128,050**

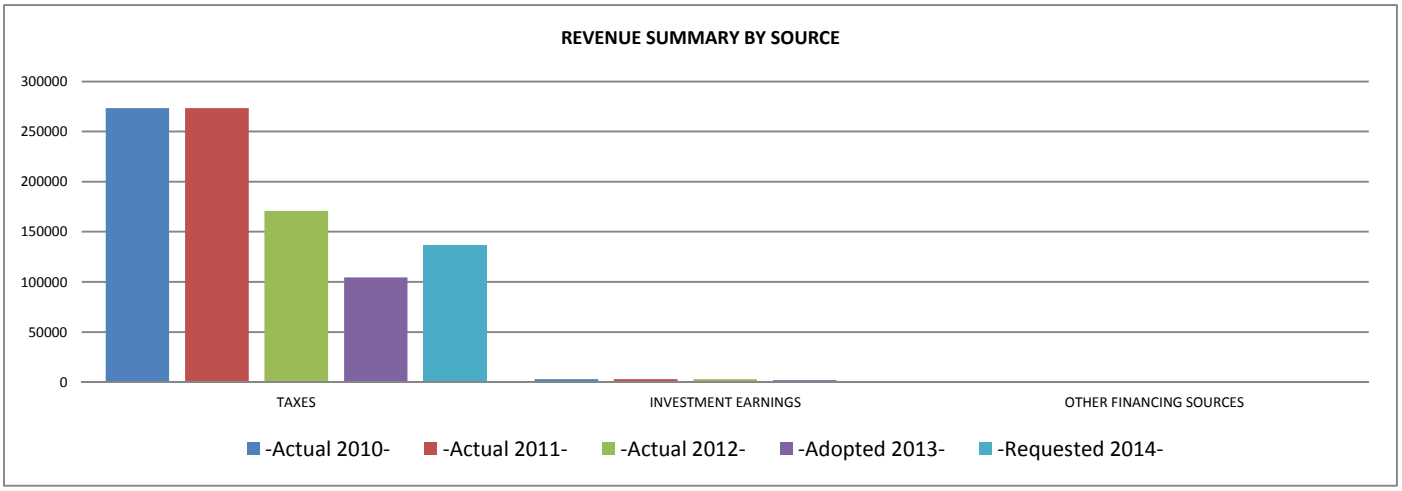
FUND BALANCE

	-Actual 2010-	-Actual 2011-	-Actual 2012-	-Adopted 2013-	-Adopted 2014-
FUND BALANCE, Begining on Yr	$ 1,207,092	$ 1,279,045	$ 1,294,643	$ 737,664	$ 737,664
Revenues & Other Sources	317,279	303,478	186,210	106,466	124,788
Expenditures & Other Uses	(245,326)	(287,880)	(122,039)	(106,466)	(128,050)
Less Land Held for Resale	-	-	*(621,150)*	-	-
FUND BALANCE, End of Yr	$ 1,279,045	$ 1,294,643	$ 737,664	$ 737,664	$ 734,402

City of Ramsey
2014 Adopted Economic Development Authority Fund Budget

ECONOMIC DEVELOPMENT AUTHORITY FUND 230 - REVENUE DETAIL

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EDA FUND 230 - REVENUE SUMMARY	-Actual 2010-	-Actual 2011-	-Actual 2012-	-Adopted 2013-	-Adopted 2014-
TAXES	$ 273,506	$ 273,440	$ 170,917	$ 104,466	$ 121,788
INVESTMENT EARNINGS	42,637	30,038	15,293	2,000	3,000
OTHER FINANCING SOURCES	1,136	-	-	-	-
TOTAL REVENUES	**$ 317,279**	**$ 303,478**	**$ 186,210**	**$ 106,466**	**$ 124,788**



EDA FUND 230 - REVENUE BY SOURCE		-Actual 2010-	-Actual 2011-	-Actual 2012-	-Adopted 2013-	-Adopted 2014-
TAXES						
4011	CURRENT-AD VALOREM TAXES	$ 227,839	$ 220,610	$ 115,278	$ 104,466	$ 121,788
4012	DELINQUENT-AD VALOREM TAXES	4,899	4,198	4,129	-	-
4014	FISCAL DISPARITIES	40,768	48,632	51,510	-	-
- Total		**$ 273,506**	**$ 273,440**	**$ 170,917**	**$ 104,466**	**$ 121,788**
INVESTMENT EARNINGS						
4701	INTEREST ON INVESTMENTS	$ 42,637	$ 30,038	$ 15,293	$ 2,000	$ 3,000
4901	OTHER FINANCING SOURCES	1,136	-	-	-	-
INVESTMENT EARNINGS Total		**$ 43,773**	**$ 30,038**	**$ 15,293**	**$ 2,000**	**$ 3,000**
TOTAL REVENUE		**$ 317,279**	**$ 303,478**	**$ 186,210**	**$ 106,466**	**$ 124,788**

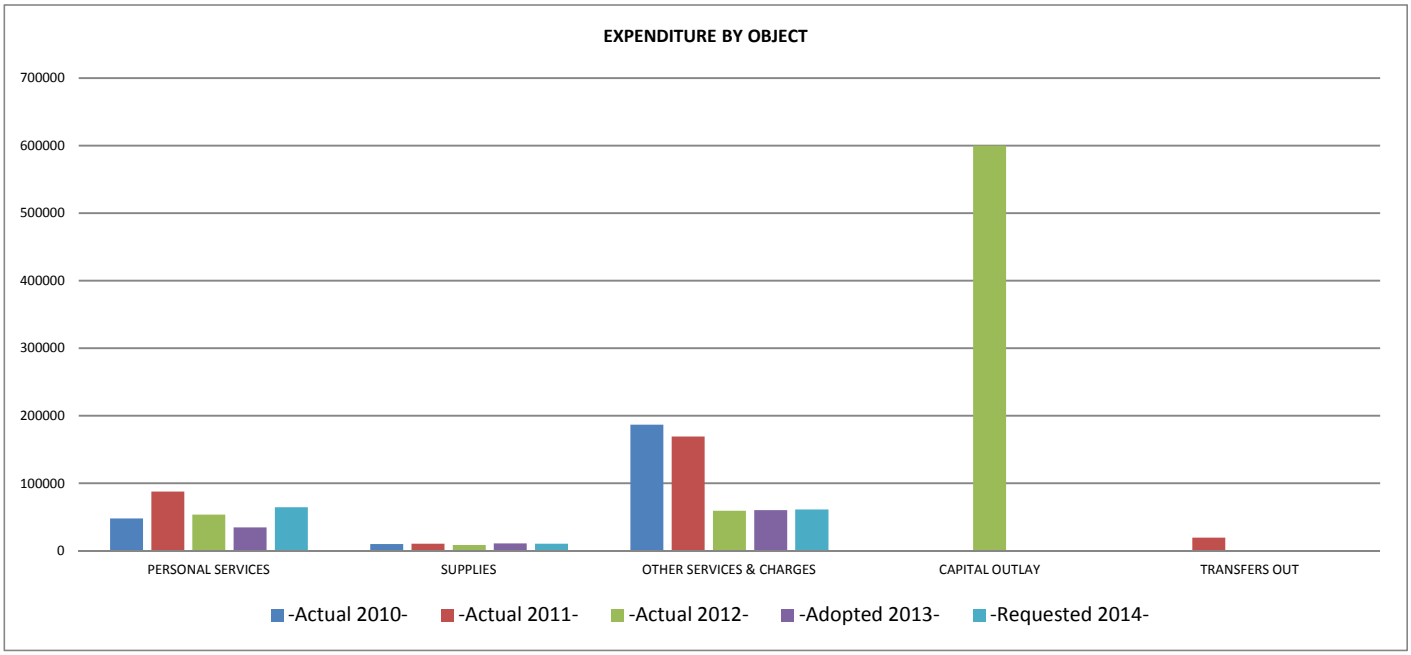
ECONOMIC DEVELOPMENT AUTHORITY FUND 230 - REVENUE DETAIL

	2009 Actual	2010 Actual	2011 Actual	2012 Adopted	2013 Adopted
PERSONNEL Complement					
Economic Development Commission Members	7	7	7	7	7
	7	7	7	7	7
4011-4263 Taxes	$ 273,506	$ 273,440	$ 170,917	$ 104,466	$ 121,788
4701 Interest Earnings	$ 42,637	$ 30,038	$ 15,293	$ 2,000	$ 3,000

City of Ramsey
2014 Adopted Economic Development Authority Fund Budget

ECONOMIC DEVELOPMENT AUTHORITY FUND 230 - EXPENDITURE DETAIL

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT SUMMARY	-Actual 2010-	-Actual 2011-	-Actual 2012-	-Adopted 2013-	-Adopted 2014-
PERSONNEL SERVICES	$ 48,229	$ 87,798	$ 53,872	$ 35,086	$ 56,070
SUPPLIES	10,325	10,604	8,608	11,000	10,600
OTHER SERVICES & CHARGES	186,772	169,745	59,559	60,380	61,380
CAPITAL OUTLAY	-	-	-	-	-
TRANSFERS OUT	-	19,733	-	-	-
TOTAL EXPENDITURE BY OBJECT	**$ 245,326**	**$ 287,880**	**$ 122,039**	**$ 106,466**	**$ 128,050**



EXPENDITURE BY OBJECT RECAP		-Actual 2010-	-Actual 2011-	-Actual 2012-	-Adopted 2013-	-Adopted 2014-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	$ 39,920	$ 67,261	$ 44,248	$ 30,325	$ 46,552
6105	TEMPORARY-WAGES & SALARIES	-	1,230	1,360	-	-
WAGES AND SALARIES TOTAL		**$ 39,920**	**$ 68,491**	**$ 45,608**	**$ 30,325**	**$ 46,552**
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	$ 2,794	$ 4,876	$ 3,208	$ 2,199	$ 3,179
6122	FICA/MEDICARE CONTRIBUTIONS	2,999	5,422	3,489	2,320	3,631
6131	GROUP INSURANCE	2,060	8,625	1,274	-	2,357
6133	WORKERS COMP INSURANCE PREMIUM	456	384	293	242	351
EMPLOYER CONTRIBUTIONS TOTAL		**$ 8,309**	**$ 19,307**	**$ 8,264**	**$ 4,761**	**$ 9,518**
PERSONNEL SERVICES TOTAL		**$ 48,229**	**$ 87,798**	**$ 53,872**	**$ 35,086**	**$ 56,070**
SUPPLIES						
6249	MISCELLANEOUS OPERATING SUPPLY	$ 10,325	$ 10,604	$ 8,608	$ 11,000	$ 10,600
SUPPLIES TOTAL		**$ 10,325**	**$ 10,604**	**$ 8,608**	**$ 11,000**	**$ 10,600**

City of Ramsey
2014 Adopted Economic Development Authority Fund Budget

ECONOMIC DEVELOPMENT AUTHORITY FUND 230 - EXPENDITURE DETAIL

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6304	LEGAL FEES	$ -	$ 110	$ -	$ 1,500	$ 1,500
6315	MISCELLANEOUS PROFESSIONAL SER	100,161	162,651	51,581	45,000	45,000
PROFESSIONAL SERVICES TOTAL		**100,161**	**162,761**	**51,581**	**46,500**	**46,500**
COMMUNICATION						
6322	POSTAGE	240	252	46	250	250
6323	CELLULAR PHONES	308	793	269	700	700
COMMUNICATION TOTAL		**548**	**1,045**	**315**	**950**	**950**
EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	4,563	1,002	110	1,000	1,000
6335	TRAINING	3,364	1,659	290	2,000	2,000
EMPLOYEE REIMBURSEMENTS TOTAL		**7,927**	**2,661**	**400**	**3,000**	**3,000**
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	1,707	1,869	5,970	2,000	3,000
UTILITIES						
6371	ELECTRIC UTILITIES	1,063	1,073	1,130	1,250	1,250
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	370	336	163	500	500
6452	SUBSCRIPTIONS	-	-	-	300	300
6453	REGISTRATION FEES	40	-	-	-	-
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**410**	**336**	**163**	**800**	**800**
MISCELLANEOUS						
6439	OTHER MISCELLANEOUS	74,956	-	-	5,880	5,880
OTHER SERVICES & CHARGES TOTAL		**$ 186,772**	**$ 169,745**	**$ 59,559**	**$ 60,380**	**$ 61,380**
TRANSFERS OUT						
6820	OPERATING TRANSFERS TO OTHER F	-	19,733	-	-	-
TRANSFERS OUT TOTAL		**$ -**	**$ 19,733**	**$ -**	**$ -**	**$ -**
TOTAL EXPENDITURES & OTHER FINANCING		**$ 245,326**	**$ 287,880**	**$ 122,039**	**$ 106,466**	**$ 128,050**

City of Ramsey
2014 Adopted Economic Development Authority Fund Budget

ECONOMIC DEVELOPMENT AUTHORITY FUND 230 - EXPENDITURE DETAIL

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
6102-6133 Wages & Salaries					
PERSONNEL	$ 48,229	$ 87,798	$ 53,872	$ 35,086	$ 56,070
ED Manager: 34% EDA, 46% HRA, 20% TIF; Develop. Serv. Mgr: 15%; City Admin 5%					
6249 Miscellaneous Operating Supplies					
Golf Tournament	$ 8,345	$ 3,789	$ 3,500	$ 4,000	$ 4,000
Business Expo	556	1,011	3,500	4,000	4,000
Business Network Meeting	1,083	1,180	1,500	2,000	2,000
Miscellaneous	341	4,624	108	1,000	600
	$ 10,325	$ 10,604	$ 8,608	$ 11,000	$ 10,600
6304 Legal Fees					
Legal Fees	$ -	$ 110	$ -	$ 1,500	$ 1,500
6315 Miscellaneous Professional Services					
Misc Consulting Services	$ 100,161	$ 67,819	$ 51,581	$ 45,000	$ 45,000
Fire Suppression @ 6701 Hwy 10	-	94,832	-	-	-
Buxton Study	-	-	-	-	-
	$ 100,161	$ 162,651	$ 51,581	$ 45,000	$ 45,000
6322 Postage					
Postage for agendas, general information and various flyers.	$ 240	$ 252	$ 46	$ 250	$ 250
6323 Cellular Phones					
Cell Phone Usage by Economic Development Director	$ 308	$ 793	$ 269	$ 700	$ 700
6331 Travel/Meals/Lodging	$ 4,563	$ 1,002	$ 110	$ 1,000	$ 1,000
6335 Training					
ICSC	$ 825	$ -	$ -	$ -	$ -
NDC Training	2,220	-	-	-	-
EDAM Conference-Summer/Winter	319	1,659	290	2,000	2,000
	$ 3,364	$ 1,659	$ 290	$ 2,000	$ 2,000
6361 General Liability/Property/Auto Insurance					
Share of applicable insurance coverage.	$ 1,707	$ 1,869	$ 5,970	$ 2,000	$ 3,000
6371 Electric Utilities					
Electric service-EDA St Lights, Old Town Hall	$ 1,063	$ 1,073	$ 1,130	$ 1,250	$ 1,250
6439 Other Miscellaneous					
Sophia-Ramsey Trunk payments	$ 74,956	$ -	$ -	$ 5,880	$ 5,880
6451 Dues					
Membership Dues	$ 370	$ 336	$ 500	$ 500	$ 500
6452 Subscriptions					
MN Real Estage Journal & Business Journal	$ -	$ -	$ -	$ 300	$ 300
6820 Transfers to Other Funds					
TIF expenditures in non-used Districts (TIF 11-TIF13)	$ -	$ 19,733	$ -	$ -	$ -

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-226

RESOLUTION ADOPTING THE 2013, PAYABLE 2014, MUNICIPAL TAX LEVY

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

1) That the following levies for assessed 2013, payable 2014, be levied upon the taxable property in said City of Ramsey, Anoka County, State of Minnesota for the following purposes:

GENERAL LEVY		
Fund 101: General Fund - General Operations		
Fiscal Disparity Transfer (as certified)	$ 1,478,956	
Collected as Property Tax – EDA Levy	121,783	
Collected as Property Tax – General Levy	5,722,774	$ 7,323,513
DEBT SERVICE LEVY		
CIP Bond	147,630	
Capital Equipment Certificates	75,135	
Lease Revenue Bonds	1,018,063	$1,240,828
TOTAL CERTIFIED LEVIES		$ 8,564,341

2) That this final levy does not exceed the Proposed Levy adopted September 10, 2013.

3) That the City will not be levying the $338,979 related to the $3,090,000 GO REfunding Bond, Series 2011B, as per Joint Powers Agreement with Anoka County. Anoka County is required to pay directly to the City, this debt service amount.

4) That the City of Ramsey will not be levying the total $1,068,966 (105% of debt service) related to the GO Capital Improvement Plan Refunding Bonds for the Municipal Center. The City will levy at 100% of debt service or $1,018,063.

5) That the City Finance Director be directed to transmit a certified copy of this resolution to the Anoka County Auditor's office on or before Friday, December 29, 2013.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-227

RESOLUTION ADOPTING THE 2014 CITY OF RAMSEY GENERAL FUND OPERATING BUDGET

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

1) That the annual budget of the City of Ramsey for the fiscal year beginning January 1, 2014 is hereby adopted for the General Fund as follows:

GENERAL FUND

Revenues:	
Property Taxes	$ 7,181,730
Licenses and Permits	504,185
Intergovernmental Revenues	400,126
Charges for Services	541,108
Fines and Forfeitures	76,000
Other Revenues-	
Interest Earnings	75,000
Miscellaneous	10,500
Other Financing Sources	961,486
Total Revenues	$ 9,750,135
Operating and Capital Expenditures:	
General Government	$ 2,494,973
Public Safety	4,173,885
Public Works	2,048,847
Parks and Recreation	837,578
Contingency	62,967
Other Financing Uses	131,885
Total Operating and Capital Expenditures	$9,750,135

2) That the City Finance Director be directed to transmit a certified copy of this resolution to the Anoka County Auditor's office on or before Friday, December 29, 2013.

3) That all contractual agreements contained within the 2014 General Fund Budget will be considered ratified.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

CITY OF RAMSEY

-GENERAL FUND-

ADOPTED BUDGET

For Fiscal Year 2014

Adopted 12/10/2013

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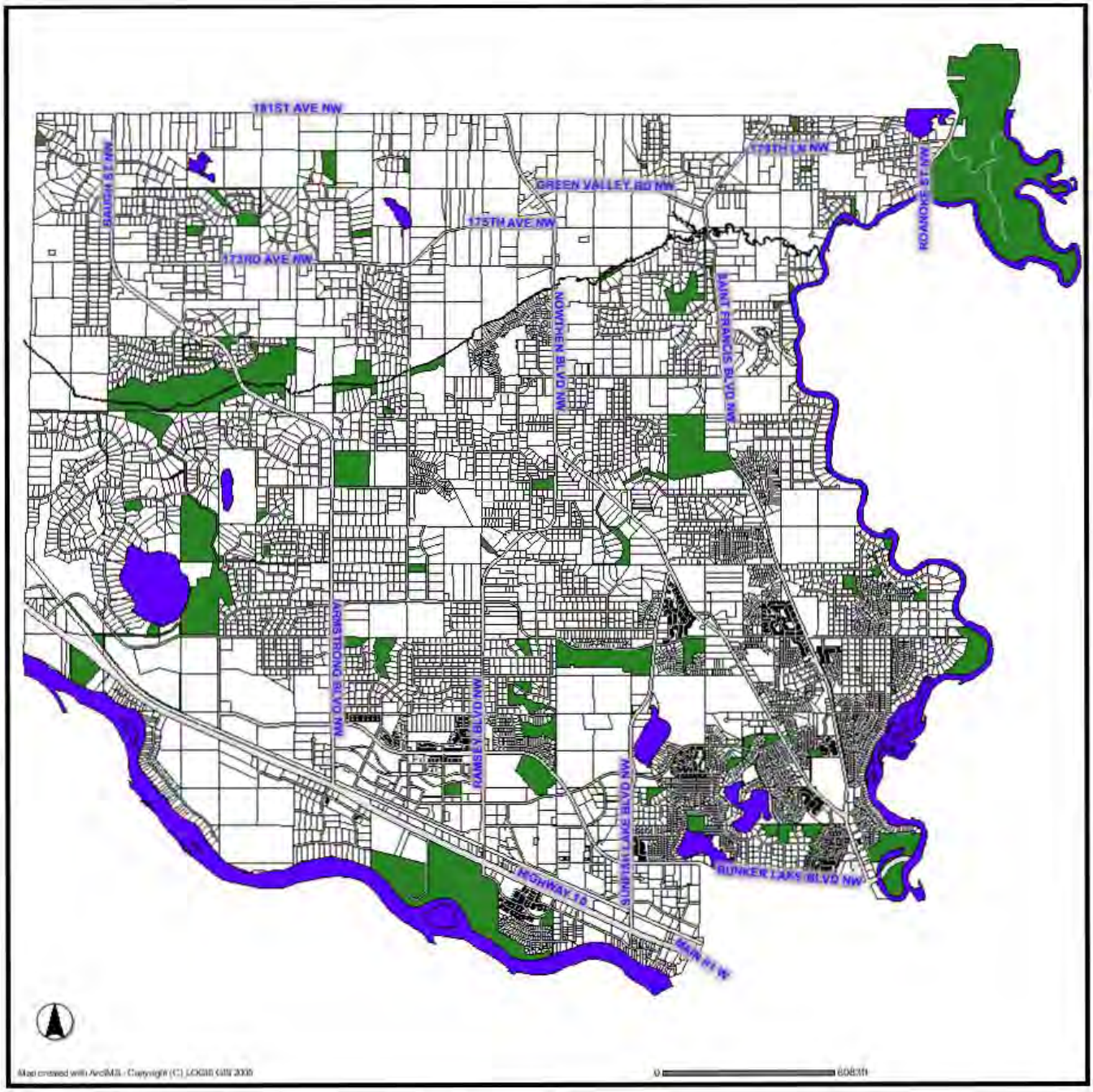
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2014 CITY OFFICIALS

		TERM OF OFFICE EXPIRES DECEMBER 31
Sarah Strommen	Mayor	2016
Randy Backous	Councilmember	2014
Jill Johns	Councilmember	2014
Mark Kuzma	Councilmember	2016
John LeTourneau	Councilmember	2016
Christopher Riley	Councilmember	2016
Jason Tossey	Councilmember	2014
Kurt Ulrich	City Administrator	
Diana Lund	Finance Director	

CITY OF RAMSEY



Goals/Imperatives

Financial Stability

Ensure strategic economic development that complements the City's desired quality of life and builds a stable tax base, all while maintaining a low tax levy

A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all to easily navigate the community and attracts business development

Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment

An Effective Organization

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meets the ever-changing, increasing needs of the organization

Measures for Success

In order to achine its mission, the City must be accountable. The City defined what success will look like:

The City will look at a "Balanced Scorecard" of financial, internal, external and stakeholder metrics in order to measure success

The City will regularly measure and assess stakeholder satisfaction

The City leadership and staff will hold themselves accountable for results

The City will regularly report back to stakeholders about progress toward results

Core Values

Ethics and Integrity

Fiscal Responsibility

Cooperation and Teamwork

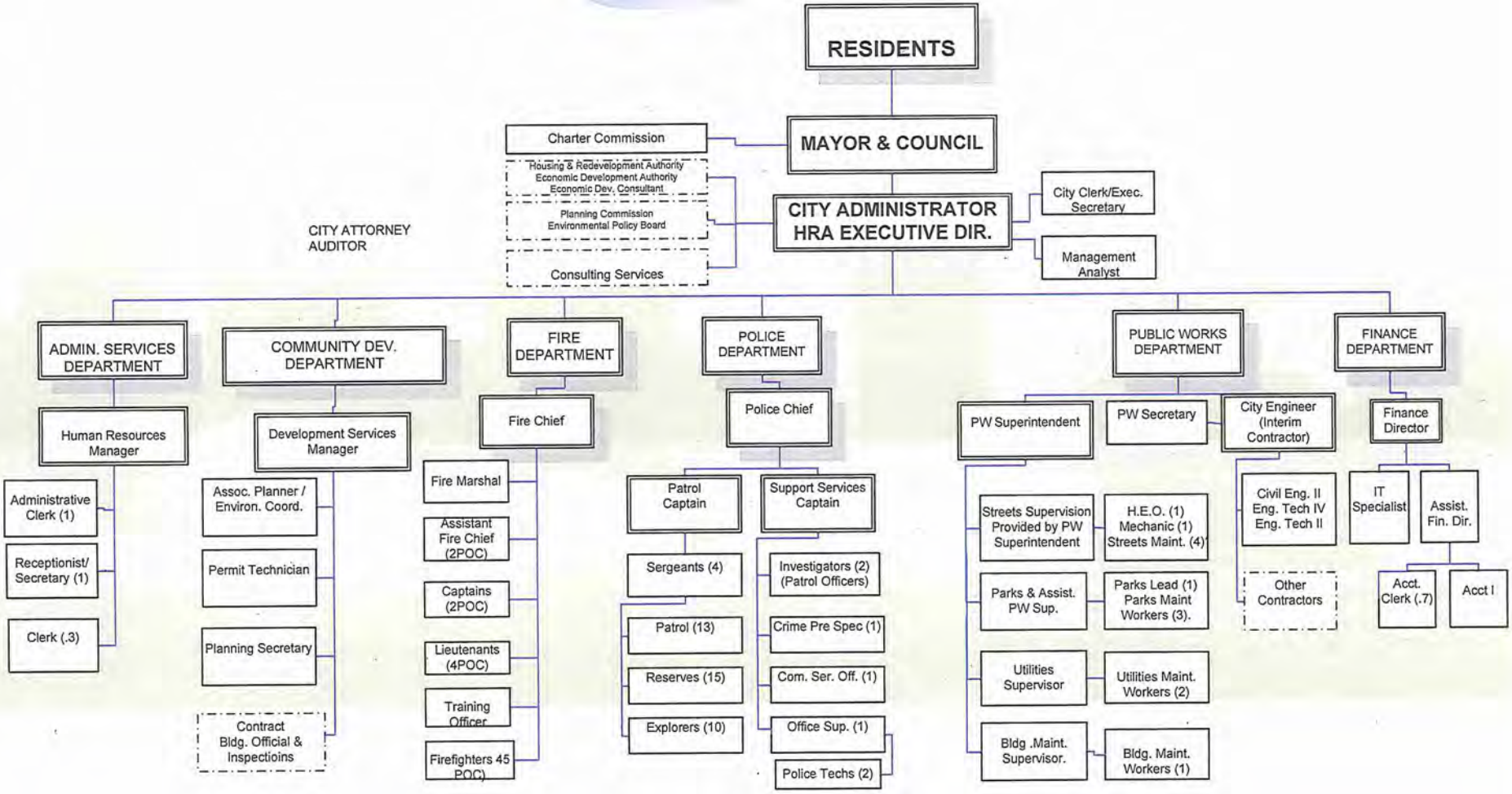
Open and Honest Communications

Excellence and Quality in the Delivery of Service

Treating People with Respect and Fairness

Adaptability and Continuous Learning

CITY OF RAMSEY
ORGANIZATIONAL CHART



Eff. Oct. 2012

Budget Calendar to be Adopted at the first 2014 Regular City Council Session.

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Budget Calendar to be Adopted at the first 2014 Regular City Council Session.

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Budget Calendar to be Adopted at the first 2014 Regular City Council Session.

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Budget Calendar to be Adopted at the first 2014 Regular City Council Session.

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Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-226

RESOLUTION ADOPTING THE 2013, PAYABLE 2014, MUNICIPAL TAX LEVY

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

1) That the following levies for assessed 2013, payable 2014, be levied upon the taxable property in said City of Ramsey, Anoka County, State of Minnesota for the following purposes:

GENERAL LEVY		
Fund 101: General Fund - General Operations		
Fiscal Disparity Transfer (as certified)	$ 1,478,956	
Collected as Property Tax – EDA Levy	121,783	
Collected as Property Tax – General Levy	5,722,774	$ 7,323,513
DEBT SERVICE LEVY		
CIP Bond	147,630	
Capital Equipment Certificates	75,135	
Lease Revenue Bonds	1,018,063	$1,240,828
TOTAL CERTIFIED LEVIES		$ 8,564,341

2) That this final levy does not exceed the Proposed Levy adopted September 10, 2013.

3) That the City will not be levying the $338,979 related to the $3,090,000 GO REfunding Bond, Series 2011B, as per Joint Powers Agreement with Anoka County. Anoka County is required to pay directly to the City, this debt service amount.

4) That the City of Ramsey will not be levying the total $1,068,966 (105% of debt service) related to the GO Capital Improvement Plan Refunding Bonds for the Municipal Center. The City will levy at 100% of debt service or $1,018,063.

5) That the City Finance Director be directed to transmit a certified copy of this resolution to the Anoka County Auditor's office on or before Friday, December 29, 2013.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-227

RESOLUTION ADOPTING THE 2014 CITY OF RAMSEY GENERAL FUND OPERATING BUDGET

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

1) That the annual budget of the City of Ramsey for the fiscal year beginning January 1, 2014 is hereby adopted for the General Fund as follows:

GENERAL FUND

Revenues:	
Property Taxes	$ 7,181,730
Licenses and Permits	504,185
Intergovernmental Revenues	400,126
Charges for Services	541,108
Fines and Forfeitures	76,000
Other Revenues-	
Interest Earnings	75,000
Miscellaneous	10,500
Other Financing Sources	961,486
Total Revenues	$ 9,750,135
Operating and Capital Expenditures:	
General Government	$ 2,494,973
Public Safety	4,173,885
Public Works	2,048,847
Parks and Recreation	837,578
Contingency	62,967
Other Financing Uses	131,885
Total Operating and Capital Expenditures	$9,750,135

2) That the City Finance Director be directed to transmit a certified copy of this resolution to the Anoka County Auditor's office on or before Friday, December 29, 2013.

3) That all contractual agreements contained within the 2014 General Fund Budget will be considered ratified.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

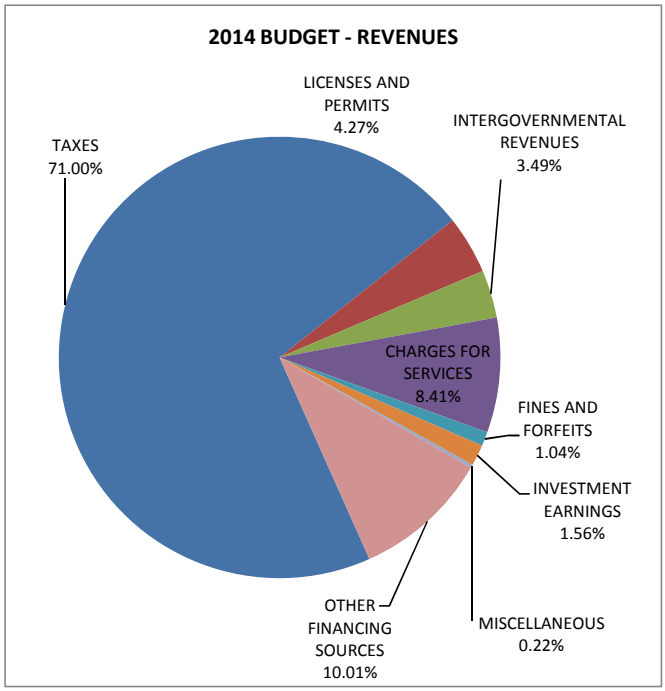
GENERAL FUND 101 - BUDGET SUMMARY

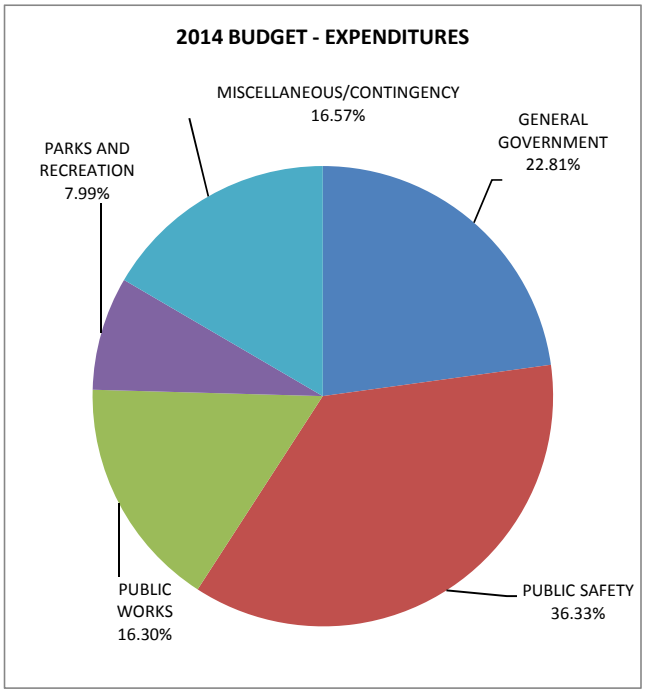
REVENUES

	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
TAXES	6,843,652	6,624,887	7,023,839	7,233,829	7,181,730
LICENSES AND PERMITS	412,072	361,443	531,710	437,700	504,185
INTERGOVERNMENTAL REVENUES	336,188	337,673	320,772	305,300	400,126
CHARGES FOR SERVICES	810,738	1,067,467	491,953	915,750	541,108
FINES AND FORFEITS	100,199	105,833	74,720	89,000	76,000
INVESTMENT EARNINGS	150,000	100,000	80,000	80,000	75,000
MISCELLANEOUS	21,326	33,574	16,914	10,500	10,500
OTHER FINANCING SOURCES	965,046	629,488	1,054,616	1,221,758	961,486
TOTAL REVENUES	**9,639,221**	**9,260,365**	**9,594,524**	**10,293,837**	**9,750,135**

EXPENDITURES

	-2010! Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
GENERAL GOVERNMENT	2,438,559	2,216,649	2,275,829	2,220,181	2,494,973
PUBLIC SAFETY	3,883,322	4,059,795	4,147,829	4,210,370	4,182,601
PUBLIC WORKS	1,741,995	1,744,542	1,731,576	2,708,681	2,048,847
PARKS AND RECREATION	854,563	875,906	873,905	930,066	837,578
MISCELLANEOUS/CONTINGENCY	1,771,048	232,258	218,222	224,539	186,136
TOTAL EXPENDITURES	**10,689,487**	**9,129,150**	**9,247,361**	**10,293,837**	**9,750,135**



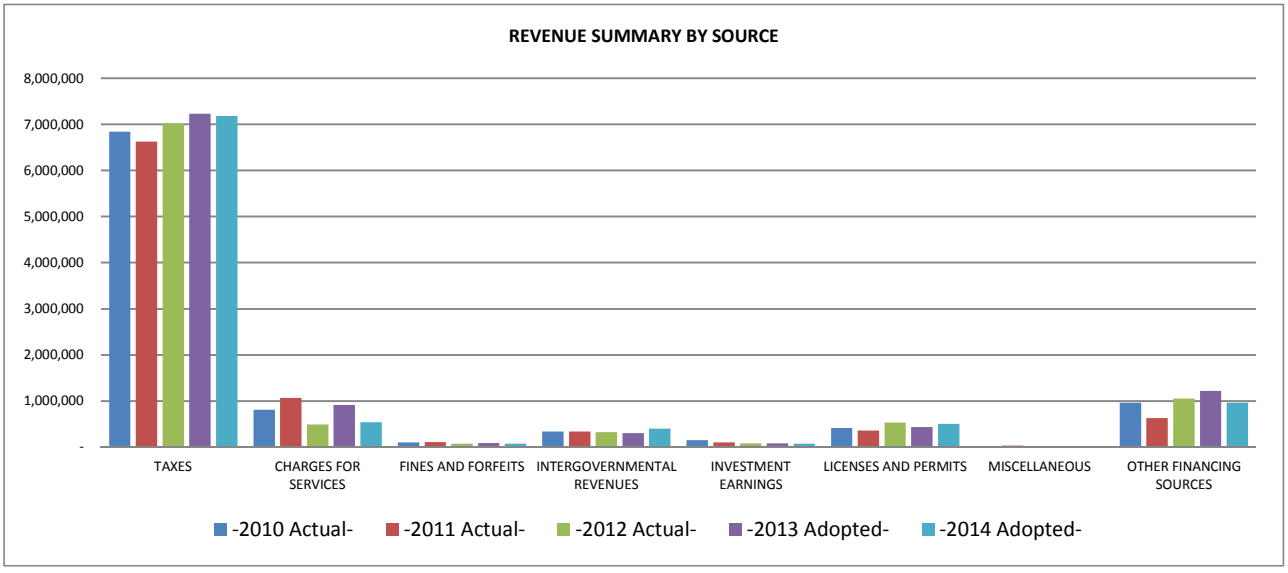


	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted

GENERAL FUND 101 - REVENUE SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
TAXES	6,843,652	6,624,887	7,023,839	7,233,829	7,181,730
CHARGES FOR SERVICES	810,738	1,067,467	491,953	915,750	541,108
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TOTAL REVENUES	**9,639,221**	**9,260,365**	**9,594,524**	**10,293,837**	**9,750,135**

HISTORICAL LEVY AMOUNTS

2009 LEVY	$	8,092,034.00	6.33%
2010 LEVY	$	7,194,194.00	-11.00%
2011 LEVY	$	6,992,127.00	-3.00%
2012 LEVY	$	6,997,150.00	0.07%
2013 LEVY	$	7,248,829.00	3.60%
2014 LEVY	$	7,201,730.00	-0.65%

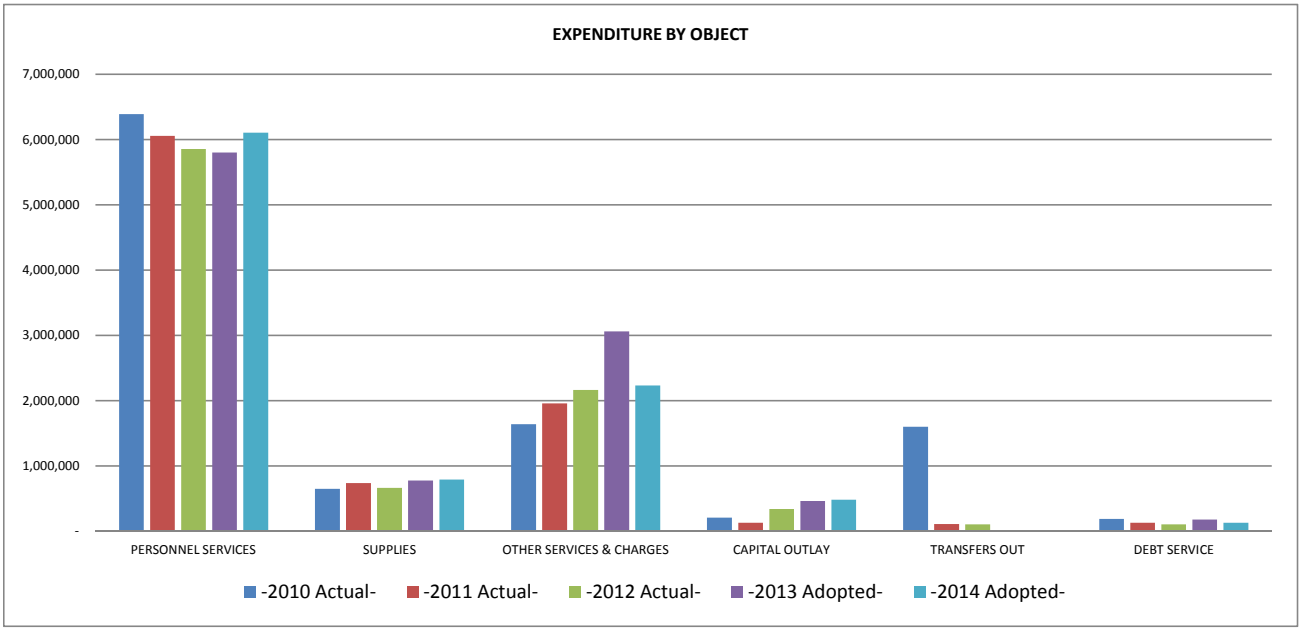


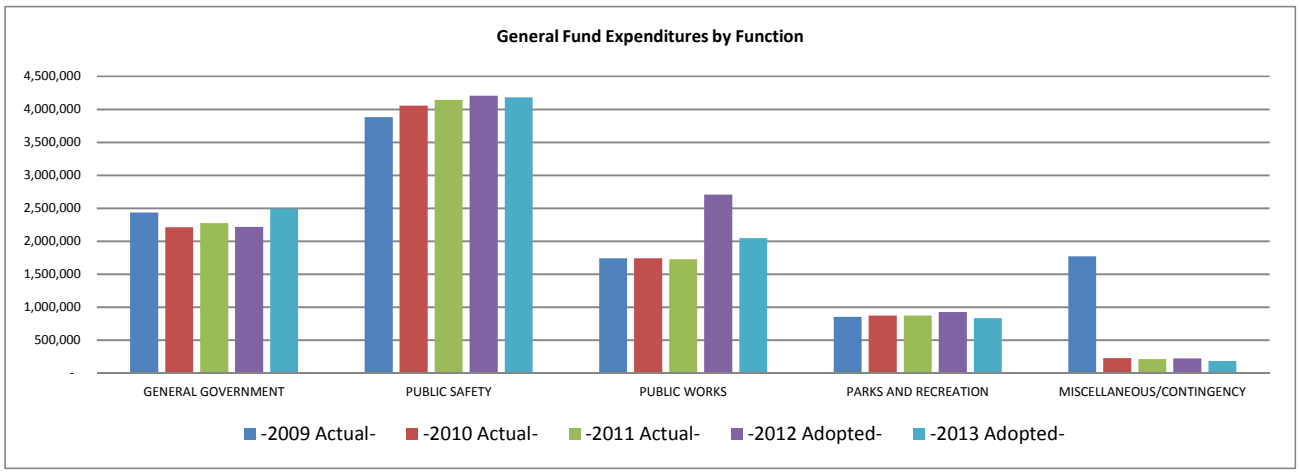
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
GENERAL FUND 101 - REVENUE BY SOURCE		**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
TAXES						
-						
4011	CURRENT-AD VALOREM TAXES	5,476,195	5,256,810	5,592,571	6,198,829	6,151,730
401A	CURRENT-UNCOLLECTED ALLOWANCE				(100,000)	(100,000)
4012	DELINQUENT-AD VALOREM TAXES	130,444	100,364	98,872	60,000	60,000
4014	FISCAL DISPARITIES	1,199,637	1,161,214	1,234,840	1,050,000	1,050,000
4015	EXCESS TAX INCREMENTS	28,307	98,079	73,989	20,000	10,000
4018	PENALTY/INT-AD VALOREM TAXES	9,069	8,420	23,567	5,000	10,000
TAXES Total		**6,843,652**	**6,624,887**	**7,023,839**	**7,233,829**	**7,181,730**
LICENSES AND PERMITS						
- BUSINESS LICENSES/PERMITS						
4140	CREDIT CARD PROCESSING FEES		(6,710)	(3,199)	(5,000)	(7,000)
4155	LIQUOR-ON SALE	42,940	42,500	42,660	40,000	42,000
4156	LIQUOR-OFF SALE	1,300	1,120	1,120	1,100	1,100
4157	NON-INTOXICATING LIQUOR	200	-	-	200	
4159	MECHANICAL LICENSE	7,700	8,300	5,650	7,500	6,000
4163	PAWNSHOP LICENSE	3,000	7,365	8,318	7,500	5,000
4164	CIGARETTE SALES LICENSE	4,700	1,700	3,650	2,000	2,000
4165	REFUSE HAULERS LICENSE	1,600	500	600	400	400
4166	MOTOR VEHICLES LICENSE	7,846	2,790	5,340	4,000	3,000
4168	PEDDLERS LICENSE	2,855	1,835	1,155	1,000	1,000
4169	GASOLINE SALES LICENSE	3,600	750	2,500	1,800	1,800
4170	OTHER BUSINESS LICENSES & PERM	5,138	1,605	635	1,500	1,500
4171	INVESTIGATIVE FEES		2,613	1,369	-	
- NON-BUSINESS LICENSES/PERMITS						
4205	BUILDING PERMIT	21,151	163,590	295,465	260,000	287,885
4206	PLUMBING PERMIT	227,886	16,391	36,591	20,000	30,000
4207	ANIMAL LICENSE	825	1,000	1,315	700	500
4208	HEATING PERMIT	25,800	20,913	35,974	20,000	30,000
4209	CONDITIONAL USE PERMIT	5,400	3,000	4,100	6,000	4,000
4211	SIGN PERMITS	1,375	3,350	2,425	2,000	2,000
4212	RENTAL LICENSE	2,025	10,875	-	1,000	5,000
4213	FIRE PERMIT	2,366	3,899	5,409	2,000	3,000
4214	ELECTRICAL INSPECTION PERMIT	15,438	36,005	41,561	30,000	40,000
4220	SEPTIC SYSTEM PERMIT	14,440	15,070	27,067	20,000	30,000
4221	URBAN SEWER PERMIT	4,425	1,650	4,725	7,000	7,000
4222	URBAN WATER PERMIT	4,675	17,250	4,725	7,000	7,000
4230	OTHER NON-BUSINESS LIC & PERM	5,387	4,082	2,555	-	1,000
LICENSES AND PERMITS Total		**412,072**	**361,443**	**531,710**	**437,700**	**504,185**
INTERGOVERNMENTAL REVENUES						
- FEDERAL INTERGOVERNMENTAL						
4253	FEDERAL EXCISE TAX REFUND	6,000	7,485	7,000	7,000	7,000
- STATE INTERGOVERNMENTAL						
4262	LOCAL GOVERNMENT AID	-	-	-	-	91,376
4263	MARKET VALUE HOMESTEAD CREDIT	24,153	22,853	9,066	-	
4268	MSA FOR STREETS	140,000	140,000	140,000	140,000	140,000
4269	POLICE - INSURANCE PREMIUM TAX	152,222	152,999	149,407	150,000	150,000
4271	POST BOARD REIMBURSEMENT	8,245	8,332	7,638	8,000	8,000
4272	STATE EXCISE TAX REFUND	-	143	300	300	250
4273	OTHER STATE GRANTS & AIDS	5,568	4,068	5,568	-	3,500
- LOCAL INTERGOVERNMENTAL						
4287	OTHER LOCAL GOVERNMENT GRANTS	-	1,793	1,793	-	
INTERGOVERNMENTAL REVENUES Total		**336,188**	**337,673**	**320,772**	**305,300**	**400,126**

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
CHARGES FOR SERVICES						
-						
4304	RENTAL FEES - REAL PROPERTY					7,500
4305	RENTAL FEES	91,022	103,981	104,456	123,750	124,000
4306	ZONING & SUBDIVISION FEES	1,325	1,600	1,375	-	
4307	PLAN CHECKING FEES	92,494	75,533	158,967	125,000	141,408
4308	SALES OF MAPS & PUBLICATIONS	157	150	1,211	500	500
4309	ASSESSMENT SEARCHES	3,150	4,370	5,020	3,000	3,500
4312	GENERAL GOVERNMENT STAFF TIME	13,092	6,137	6,605	8,000	5,000
4326	SPECIAL POLICE SERVICES	60,239	89,592	66,626	30,000	5,000
4327	SPECIAL FIRE PROTECTION SERVIC	60,152	28,979	46,372	26,000	26,000
4328	ACCIDENT REPORTS	1,272	938	1,539	1,000	1,200
4329	OPEN BURN PERMIT FEES	1,125	1,150	1,290	1,000	1,000
4330	OTHER PUBLIC SAFETY	16,575	11,360	8,685	10,000	10,000
4337	ENGINEERING	457,460	720,671	73,954	577,500	205,000
4338	PLAN & SPECIFICATION FEES	7,030	3,775	1,650	2,000	2,000
4339	OTHER PUBLIC WORKS	5,094	13,315	5,555	8,000	8,000
4347	OTHER CULTURE-RECREATION	551	5,916	8,648	-	1,000
CHARGES FOR SERVICES Total		**810,738**	**1,067,467**	**491,953**	**915,750**	**541,108**
FINES AND FORFEITS						
-						
4452	COURT FINES	93,854	87,008	69,143	85,000	72,000
4453	OTHER FINES & FORFEITS	2,100	9,721	-	-	
4454	ADMINISTRATIVE FINES	4,245	9,104	5,577	4,000	4,000
FINES AND FORFEITS Total		**100,199**	**105,833**	**74,720**	**89,000**	**76,000**
MISCELLANEOUS						
-						
4604	SURCHARGES	528	738	842	500	500
4605	ELECTION FILING FEES		20	70	-	
4609	OTHER MISCELLANEOUS REVENUES	20,798	32,816	16,002	10,000	10,000
MISCELLANEOUS Total		**21,326**	**33,574**	**16,914**	**10,500**	**10,500**
INVESTMENT EARNINGS						
-						
4701	INTEREST ON INVESTMENTS	150,000	100,000	80,000	80,000	75,000
INVESTMENT EARNINGS Total		**150,000**	**100,000**	**80,000**	**80,000**	**75,000**
OTHER FINANCING SOURCES						
TRANSFERS IN						
4901	TRANSFER IN FROM OTHER FUNDS	965,046	629,488	1,054,616	1,221,758	961,486
OTHER FINANCING SOURCES Total		**965,046**	**629,488**	**1,054,616**	**1,221,758**	**961,486**
TOTAL REVENUE		**9,639,221**	**9,260,365**	**9,594,524**	**10,293,837**	**9,750,135**

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
GENERAL FUND 101 - LINE ITEM DETAIL					
4305 Facility Rental					
Water Tower Antenna Lease	91,022	56,996	60,424	76,682	76,682
Anoka County Municipal Center Lease	-	42,780	43,318	44,184	44,434
Municipal Center Rental	-	4,205	714	2,884	2,884
	91,022	103,981	104,456	123,750	124,000
4326 Special Police Services					
Anoka County System Administration	-	75,000	50,000	20,000	-
Animal Impound / Vehicle Lockout	-	14,592	16,626	10,000	5,000
	60,239	89,592	66,626	30,000	5,000
4327 Fire Protection Services					
Nowthen Contract	60,152	28,979	46,372	26,000	26,000
	60,152	28,979	46,372	26,000	26,000
4330 Other Public Safety					
Fire Response (Injury, Illegal Burn, Gas Hits)	16,575	11,360	8,685	10,000	10,000
	16,575	11,360	8,685	10,000	10,000
4337 Engineering					
Riverdale Extention to Traprock (15% project cost of $2.5M)				375,000	-
Road Reconstruction (15% of project cost of $1.5M)				202,500	205,000
	457,460	720,671	73,954	577,500	205,000
4339 Other Public Works					
Culvert Sales / Right of Way	5,094	13,315	5,555	8,000	8,000
	5,094	13,315	5,555	8,000	8,000
4609 Other Revenue					
Sales of Ads for Ramsey Resident	20,798	28,510	7,108	9,500	9,500
Auction Proceeds			-	-	-
Misc Revenue		4,306	8,894	500	500
	20,798	32,816	16,002	10,000	10,000
4901 Other Finance Sources					
Water Fund Administrative Transfer	32,000	33,000	34,000	35,000	37,000
Sewer Fund Administrative Transfer	26,000	27,000	28,000	29,000	31,000
St. Lighting Fund Administrative Transfer	12,500	13,000	14,000	15,000	16,000
Recycling Fund Administrative Transfer	7,000	8,000	8,500	9,000	9,500
Storm Water Utility Fund Administrative Transfer	21,000	22,000	23,000	24,000	26,000
Prior Year General Fund Encumbrances	230,047	-	-	-	-
Tax Increment Financing #4	304,655	250,000	275,000	275,000	275,000
Equipment Certificate Fund	-	16,622	-	463,000	481,950
PIR Fund-Street Maintenance	25,000	25,000	244,500	244,493	25,000
Equipment Revolving Fund - Accum Depr on Capital Purchase	224,850	151,600	340,252	-	-
Park Maintenance Fund	-	-	-	36,507	-
Landfill Tipping Fee Fund - Environment Services Time	81,994	83,266	87,364	90,758	60,036
	965,046	629,488	1,054,616	1,221,758	961,486

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT SUMMARY	**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
PERSONNEL SERVICES	6,392,832	6,057,525	5,856,838	5,806,331	6,109,145
SUPPLIES	650,353	737,128	665,099	778,375	794,715
OTHER SERVICES & CHARGES	1,642,568	1,961,039	2,167,722	3,065,308	2,232,440
CAPITAL OUTLAY	210,086	132,579	342,244	463,000	481,950
TRANSFERS OUT	1,603,000	110,016	108,000	-	
DEBT SERVICE	190,648	130,863	107,458	180,823	131,885
TOTAL EXPENDITURE BY OBJECT	**10,689,487**	**9,129,150**	**9,247,361**	**10,293,837**	**9,750,135**





		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
GENERAL GOVERNMENT						
0111	MAYOR AND COUNCIL	121,928	138,704	115,603	114,666	123,875
0114	CHARTER/PLAN/HORSE COMMISSIONS	7,791	6,709	5,094	9,907	9,478
0130	ADMINISTRATION	823,389	698,544	728,981	562,739	646,260
0141	ELECTIONS	27,330	2,571	44,046	10,269	48,899
0153	FINANCE	369,029	320,717	317,548	311,108	302,984
0155	ASSESSING	135,018	134,439	134,156	136,000	136,000
0161	LEGAL	127,252	116,864	124,461	126,000	131,200
0191	PLANNING & ZONING	222,579	185,583	139,168	159,067	197,411
0192	DATA PROCESSING	232,301	228,837	216,910	380,001	456,593
0194	GENERAL GOVERNMENT BUILDINGS	330,178	340,783	404,295	372,622	401,849
0195	NEWSLETTER	41,764	42,898	45,567	37,802	40,424
GENERAL GOVERNMENT Total		**2,438,559**	**2,216,649**	**2,275,829**	**2,220,181**	**2,494,973**
PUBLIC SAFETY						
0211	POLICE PROTECTION	2,860,250	2,957,927	2,968,308	3,039,458	3,052,670
0220	FIRE PROTECTION	683,788	728,374	818,291	848,437	681,011
0240	PROTECTIVE INSPECTIONS	250,860	273,620	252,698	202,138	319,848
0250	CIVIL DEFENSE	5,468	6,067	3,452	12,300	12,285
0260	TRAFFIC ENGINEERING	74,292	76,139	90,200	91,087	99,637
0270	ANIMAL CONTROL	3,712	10,187	7,873	10,600	10,600
0280	COMMUNITY ORIENTING POLICING	4,952	7,481	7,007	6,350	6,550
PUBLIC SAFETY Total		**3,883,322**	**4,059,795**	**4,147,829**	**4,210,370**	**4,182,601**
PUBLIC WORKS						
0301	ENGINEERING	493,096	430,035	426,362	412,961	337,649
0311	STREET MAINTENANCE	984,154	1,095,141	1,095,497	2,036,892	1,436,697
0312	SNOW & ICE REMOVAL	264,745	219,366	209,717	258,828	274,501
PUBLIC WORKS Total		**1,741,995**	**1,744,542**	**1,731,576**	**2,708,681**	**2,048,847**
PARKS AND RECREATION						
0452	PARK & RECREATION	767,753	783,429	780,058	825,639	740,351
0455	COMMUNITY PROGRAMS	10,081	11,654	9,209	10,000	9,775
0461	ENVIRONMENTAL SERVICES	76,729	80,823	84,638	94,427	87,452
PARKS AND RECREATION Total		**854,563**	**875,906**	**873,905**	**930,066**	**837,578**
MISCELLANEOUS/CONTINGENCY						
0892	EXPENDITURE RESERVE	1,771,048	232,258	218,222	224,539	186,136
MISCELLANEOUS/CONTINGENCY Total		**1,771,048**	**232,258**	**218,222**	**224,539**	**186,136**
TOTAL EXPENDITURES & OTHER FINANCING		**10,689,487**	**9,129,150**	**9,247,361**	**10,293,837**	**9,750,135**

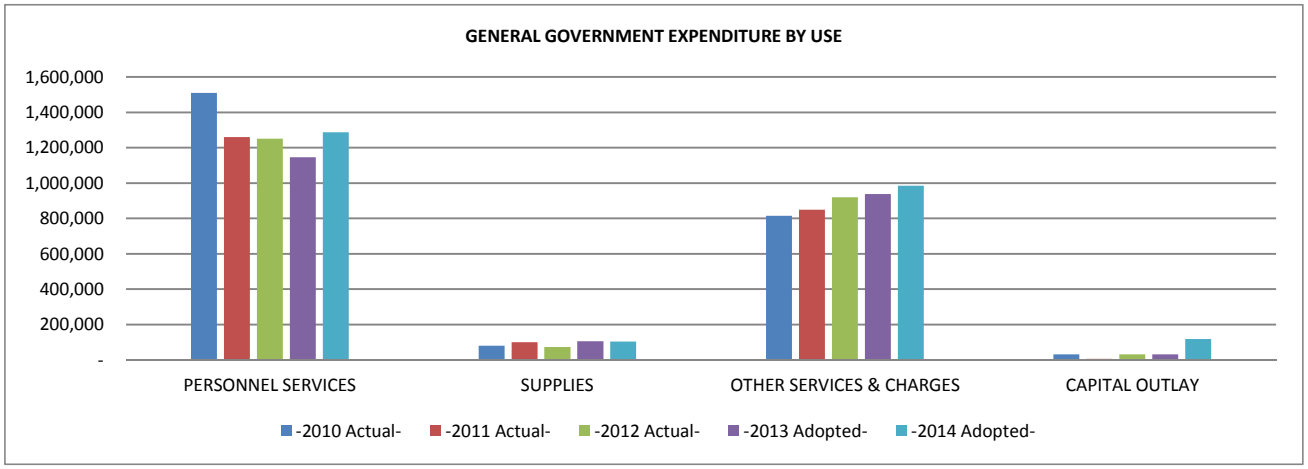
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	4,360,499	4,050,888	3,795,790	3,855,578	4,084,411
6103	FULL TIME-REGULAR-OVERTIME	126,314	100,046	105,667	113,200	110,200
6104	PART TIME-WAGES & SALARIES	366,164	342,597	306,267	296,875	332,569
6105	TEMPORARY-WAGES & SALARIES	105,137	138,516	144,472	103,335	195,590
6106	OVERTIME-TEMPORARY			354	-	
6107	OVERTIME-PART TIME		325	196	-	
WAGES AND SALARIES		4,958,114	4,632,372	4,352,746	4,368,988	4,722,770
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	68,747	16,052	114,403	-	
OTHER GROSS EARNINGS		68,747	16,052	114,403	-	
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	456,570	443,873	439,321	427,246	461,324
6122	FICA/MEDICARE CONTRIBUTIONS	245,566	222,504	212,257	223,912	240,865
6123	ICMA RETIREMENT TRUST	2,000	2,000	2,080	2,000	2,000
6131	GROUP INSURANCE	545,626	587,826	618,644	652,842	533,506
6132	DISABILITY INSURANCE	1,284	-	-	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	114,925	152,898	117,387	130,043	147,380
EMPLOYER CONTRIBUTIONS		1,365,971	1,409,101	1,389,689	1,437,343	1,386,375
PERSONNEL SERVICES Total		**6,392,832**	**6,057,525**	**5,856,838**	**5,806,331**	**6,109,145**
SUPPLIES						
OFFICE SUPPLIES						
6203	DUPLICATING SUPPLY & COPY PAPE	8,074	6,352	5,305	6,000	6,175
6204	STATIONERY, ENVELOPES & FORMS	5,309	5,200	5,204	5,350	4,750
6205	DRAFTING SUPPLIES	514	-	-	1,000	500
6206	FILM, MICROFILM, TAPES, DISKS	536	835	534	1,700	1,280
6207	TRAINING SUPPLIES	2,760	3,214	853	3,000	2,990
6208	MISCELLANEOUS OFFICE SUPPLIES	10,909	12,876	10,089	15,975	13,810
OFFICE SUPPLIES		28,102	28,477	21,985	33,025	29,505
OPERATING SUPPLIES						
6221	CLEANING SUPPLIES	1,928	1,798	2,844	2,700	2,900
6223	GASOLINE	102,934	136,356	122,195	132,500	140,000
6225	DIESEL FUEL	50,640	56,079	49,863	60,000	59,525
6227	LUBRICANTS & ADDITIVES	3,852	3,795	2,662	5,500	5,485
6229	SHOP MATERIALS	4,741	8,304	5,864	7,700	7,355
6231	UNIFORMS & TURN-OUT GEAR	44,640	62,890	52,517	48,000	49,030
6233	BATTERIES	1,002	1,713	768	2,800	2,600
6235	AMMUNITION	5,909	7,077	6,792	7,000	9,500
6237	CRIME SCENE KIT MATERIALS	789	1,000	2,030	1,000	990
6239	FIRST AID SUPPLIES	4,870	4,679	3,701	4,000	3,840
6241	COMMUNITY POLICING SUPPLIES	4,280	6,219	6,315	5,000	4,700
6247	HAPPY DAYS SUPPLIES	7,000	7,000	7,000	7,000	7,000
6249	MISCELLANEOUS OPERATING SUPPLY	104,783	121,839	106,278	110,650	121,345
OPERATING SUPPLIES		337,368	418,749	368,829	393,850	414,270
REPAIR AND MAINTENANCE SUPPLIES						
6251	BATTERIES	1,634	1,195	671	3,200	2,975
6253	BRAKES	1,027	2,812	2,175	2,500	2,500
6255	TIRES	7,979	9,449	8,617	11,000	10,770
6257	OTHER VEHICLE PARTS	57,503	79,834	67,335	69,000	71,580
6259	BUILDING MAINT/REPAIR SUPPLIES	6,120	4,896	3,935	9,700	9,600
6261	SAND & GRAVEL	1,980	3,110	3,377	4,000	3,765
6263	SALT	109,785	71,413	77,693	84,000	82,905
6265	ASPHALT	24,922	30,862	33,475	30,000	34,075
6266	SCBA-PARTS	4,357	3,529	7,435	4,500	5,500
6267	OTHER STREET MAINTENANCE SUPPL	2,608	5,155	6,318	5,000	5,625
6269	LANDSCAPE MATERIALS	17,577	20,147	20,155	20,500	19,070
6271	SIGN REPAIR MATERIALS	750	-	2,580	3,500	3,420
6275	OTHER EQUIPMENT PARTS	3,181	2,281	1,995	7,900	7,325
REPAIR AND MAINTENANCE SUPPLIES		239,423	234,683	235,761	254,800	259,110

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	45,460	55,219	38,524	96,600	91,730
SMALL TOOLS AND MINOR EQUIPMENT		45,460	55,219	38,524	96,600	91,730
MERCHANDISE FOR RESALE						
6291	CULVERTS, SIGNS, STREET SUPPLY	-	-	-	100	100
MERCHANDISE FOR RESALE		-	-	-	100	100
SUPPLIES Total		**650,353**	**737,128**	**665,099**	**778,375**	**794,715**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6302	AUDITING & ACCOUNTING SERVICES	32,535	30,085	30,335	33,600	30,900
6304	LEGAL FEES	126,355	115,864	123,432	125,000	130,000
6305	MEDICAL/PSYCHOLOGICAL FEES	10,204	9,293	17,894	6,000	14,350
6306	PERSONNEL TESTING & RECRUITMT	544	544	1,177	2,200	2,200
6315	MISCELLANEOUS PROFESSIONAL SER	119,666	230,198	402,523	337,113	261,472
PROFESSIONAL SERVICES		289,304	385,984	575,361	503,913	438,922
COMMUNICATION						
6321	TELEPHONE	25,965	23,801	24,780	26,150	27,000
6322	POSTAGE	14,471	14,021	15,411	14,775	15,540
6323	CELLULAR PHONES	29,840	30,860	22,812	32,750	28,650
6325	LONG DISTANCE CHARGES	-	-	-	200	100
COMMUNICATION		70,276	68,682	63,003	73,875	71,290
EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	9,495	9,329	9,133	9,400	9,600
6334	MILEAGE REIMBURSEMENT	965	921	524	1,750	1,700
6335	TRAINING	52,993	65,447	65,229	70,500	76,500
EMPLOYEE REIMBURSEMENTS		63,453	75,697	74,886	81,650	87,800
ADVERTISING AND PUBLISHING						
6352	GENERAL NOTICE & PUBLIC INFOR	31,922	35,752	36,815	28,300	25,600
6353	ORDINANCE PUBLICATION	1,717	1,138	2,501	1,700	1,700
6354	HELP WANTED ADVERTISEMENTS	1,598	296	614	1,000	2,000
ADVERTISING AND PUBLISHING		35,237	37,186	39,930	31,000	29,300
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	108,747	118,902	127,702	126,875	144,425
INSURANCE		108,747	118,902	127,702	126,875	144,425
UTILITIES						
6371	ELECTRIC UTILITIES	146,874	134,739	164,106	148,400	153,400
6372	WATER/IRRIGATION	37,305	60,680	26,440	45,600	26,100
6373	GAS	47,665	51,264	40,512	67,150	67,150
6374	REFUSE/RECYCLING	10,223	8,355	6,983	10,900	10,900
UTILITIES		242,067	255,038	238,041	272,050	257,550
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	13,960	17,913	7,655	23,000	24,000
6382	MACHINERY & EQUIPMENT REPAIR	7,891	6,190	11,897	25,500	26,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	700	500
6386	BRAKE REPAIR	-	-	-	1,000	1,000
6387	TIRE MOUNTING & BALANCING	399	60	-	500	500
6388	OTHER VEHICLE REPAIR	26,151	29,732	36,598	41,500	47,000
6389	TOWING SERVICES	-	-	228	3,500	2,000
REPAIRS AND MAINTENANCE - LABOR		48,401	53,895	56,378	95,700	101,500
REPAIRS AND MAINTENANCE - CONTRACTS						
6404	MACHINERY & EQUIPMENT	1,211	1,208	1,226	1,500	1,415
6405	OFFICE & DATA PROCESSING EQUIP	188,034	194,505	203,523	222,420	213,524
REPAIRS AND MAINTENANCE - CONTRACTS		189,245	195,713	204,749	223,920	214,939
RENTALS						
6413	OFFICE EQUIPMENT RENTAL	1,689	4,529	4,562	5,000	4,860
6415	OTHER EQUIPMENT RENTAL	30,126	35,234	38,343	45,000	46,010
6416	MACHINERY RENTAL	727	-	-	1,000	1,000
6417	UNIFORM RENTAL	5,567	4,083	5,027	8,050	8,100
RENTALS		38,109	43,846	47,932	59,050	59,970
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	46,284	45,281	43,579	48,125	49,299
6452	SUBSCRIPTIONS	1,644	1,059	2,141	1,650	2,400
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		47,928	46,340	45,720	49,775	51,699
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	487	342	205	2,600	2,800

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
BOOKS AND PAMPHLETS		487	342	205	2,600	2,800
CONTRACTED SERVICES						
6488	STREET MAINTENANCE CONTRACT	326,247	475,709	494,500	1,327,500	500,000
6489	OTHER CONTRACTED SERVICES	183,067	203,705	199,315	217,400	272,245
CONTRACTED SERVICES		509,314	679,414	693,815	1,544,900	772,245
OTHER SERVICES & CHARGES Total		**1,642,568**	**1,961,039**	**2,167,722**	**3,065,308**	**2,232,440**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	80,887	-	130,000	285,000	277,100
6550	MOTOR VEHICLES	89,628	126,679	176,673	102,000	87,000
6580	OTHER EQUIPMENT	14,473	-	35,571	51,000	5,850
6585	COMPUTER HARDWARE/SOFTWARE	25,098	5,900	-	25,000	112,000
CAPITAL OUTLAY		210,086	132,579	342,244	463,000	481,950
CAPITAL OUTLAY Total		**210,086**	**132,579**	**342,244**	**463,000**	**481,950**
TRANSFERS OUT						
OPERATING TRANSFERS						
6820	OPERATING TRANSFERS TO OTHER F	1,603,000	110,016	108,000	-	
OPERATING TRANSFERS		1,603,000	110,016	108,000	-	
TRANSFERS OUT Total		**1,603,000**	**110,016**	**108,000**	**-**	
DEBT SERVICE						
DEBT SERVICE						
6603	OTHER L.T. OBLIGATION PRINCIPA	190,648	130,863	107,458	180,823	131,885
DEBT SERVICE		190,648	130,863	107,458	180,823	131,885
DEBT SERVICE Total		**190,648**	**130,863**	**107,458**	**180,823**	**131,885**
TOTAL EXPENDITURES & OTHER FINANCING		**10,689,487**	**9,129,150**	**9,247,361**	**10,293,837**	**9,750,135**

GENERAL FUND 101 - GENERAL GOVERNMENT	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
	GENERAL GOVERNMENT				111-195

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	1,510,143	1,260,420	1,251,104	1,146,426	1,288,455
SUPPLIES	81,211	100,747	72,768	105,025	103,395
OTHER SERVICES & CHARGES	816,124	849,582	920,248	937,730	985,273
CAPITAL OUTLAY	31,081	5,900	31,709	31,000	117,850
TOTAL EXPENDITURE BY OBJECT	**2,438,559**	**2,216,649**	**2,275,829**	**2,220,181**	**2,494,973**



GENERAL FUND 101 - GENERAL GOVERNMENT	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION	GENERAL GOVERNMENT				111-195

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	1,005,334	813,635	774,119	800,854	858,280
6103	FULL TIME-REGULAR-OVERTIME	2,322	876	7,378	1,200	1,200
6104	PART TIME-WAGES & SALARIES	118,655	107,371	68,351	49,705	82,796
6105	TEMPORARY-WAGES & SALARIES	45,846	36,598	62,906	10,460	73,100
6107	OVERTIME-PART TIME	-	325	196	-	-
TOTAL WAGES AND SALARIES		1,172,157	958,805	912,950	862,219	1,015,376
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	20,904	10,027	44,841	-	-
TOTAL OTHER GROSS EARNINGS		20,904	10,027	44,841	-	-
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	76,753	64,188	63,414	59,240	65,425
6122	FICA/MEDICARE CONTRIBUTIONS	83,966	69,125	69,216	72,609	78,004
6123	ICMA RETIREMENT TRUST	2,000	2,000	2,080	2,000	2,000
6131	GROUP INSURANCE	144,555	143,431	149,977	139,998	113,991
6133	WORKERS COMP INSURANCE PREMIUM	9,808	12,844	8,626	10,360	13,659
TOTAL EMPLOYER CONTRIBUTIONS		317,082	291,588	293,313	284,207	273,079
Total PERSONNEL SERVICES		**1,510,143**	**1,260,420**	**1,251,104**	**1,146,426**	**1,288,455**
SUPPLIES						
OFFICE SUPPLIES						
6203	DUPLICATING SUPPLY & COPY PAPE	8,074	6,352	5,305	6,000	6,175
6204	STATIONERY, ENVELOPES & FORMS	2,913	2,401	1,960	2,800	2,380
6206	FILM, MICROFILM, TAPES, DISKS	122	142	-	500	150
6208	MISCELLANEOUS OFFICE SUPPLIES	4,861	6,098	4,053	6,275	6,335
TOTAL OFFICE SUPPLIES		15,970	14,993	11,318	15,575	15,040
OPERATING SUPPLIES						
6221	CLEANING SUPPLIES	1,928	1,798	2,844	2,500	2,700
6223	GASOLINE	2,384	2,754	2,966	3,000	2,500
6225	DIESEL FUEL	246	484	1,735	2,000	2,000
6247	HAPPY DAYS SUPPLIES	7,000	7,000	7,000	7,000	7,000
6249	MISCELLANEOUS OPERATING SUPPLY	31,636	38,971	28,919	32,050	32,105
TOTAL OPERATING SUPPLIES		43,194	51,007	43,464	46,550	46,305
REPAIR AND MAINTENANCE SUPPLIES						
6257	OTHER VEHICLE PARTS	926	1,428	701	1,000	1,080
6259	BUILDING MAINT/REPAIR SUPPLIES	2,750	2,302	1,274	5,500	5,420
6275	OTHER EQUIPMENT PARTS	85	10	89	400	400
TOTAL REPAIR AND MAINTENANCE SUPPLIES		3,761	3,740	2,064	6,900	6,900
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	18,286	31,007	15,922	36,000	35,150
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		18,286	31,007	15,922	36,000	35,150
Total SUPPLIES		**81,211**	**100,747**	**72,768**	**105,025**	**103,395**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6302	AUDITING & ACCOUNTING SERVICES	29,285	26,835	27,035	30,000	27,500
6304	LEGAL FEES	126,355	115,864	123,432	125,000	130,000
6305	MEDICAL/PSYCHOLOGICAL FEES	5,404	3,488	17,880	6,000	14,350
6306	PERSONNEL TESTING & RECRUITMT	544	544	1,177	2,200	2,200
6315	MISCELLANEOUS PROFESSIONAL SER	38,876	60,573	85,334	70,500	73,500
TOTAL PROFESSIONAL SERVICES		200,464	207,304	254,858	233,700	247,550
COMMUNICATION						
6321	TELEPHONE	17,465	16,549	16,609	17,600	18,600
6322	POSTAGE	11,472	11,273	10,936	10,005	10,690
6323	CELLULAR PHONES	5,351	5,684	5,026	5,750	5,950
6325	LONG DISTANCE CHARGES	-	-	-	200	100
TOTAL COMMUNICATION		34,288	33,506	32,571	33,555	35,340
EMPLOYEE REIMBURSEMENTS						

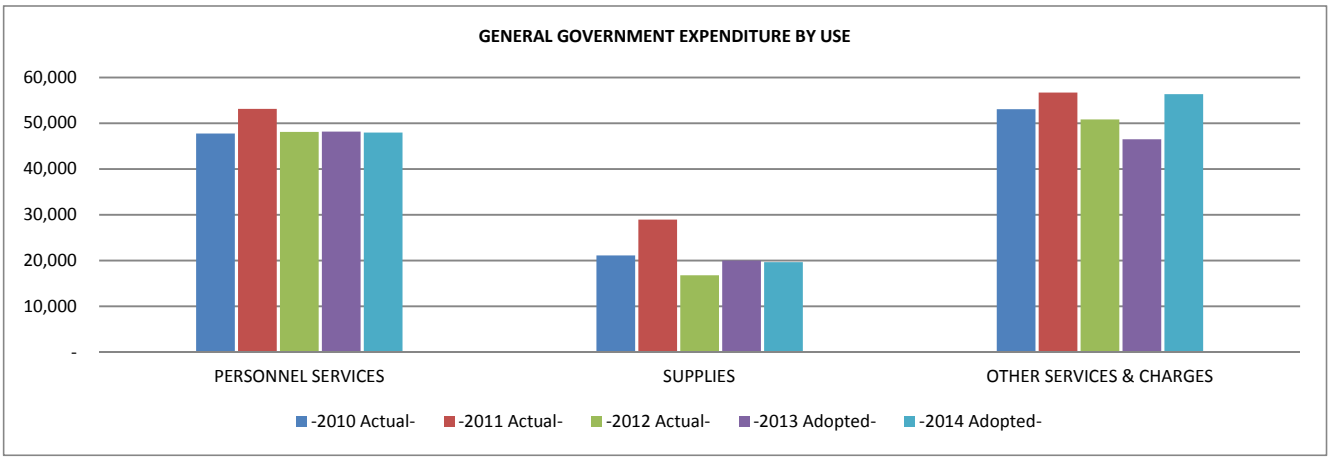
GENERAL FUND 101 - GENERAL GOVERNMENT		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
6331	TRAVEL & LODGING	5,384	4,351	4,110	4,200	4,900
6334	MILEAGE REIMBURSEMENT	446	213	89	550	500
6335	TRAINING	7,855	15,699	21,926	18,500	23,500
TOTAL EMPLOYEE REIMBURSEMENTS		13,685	20,263	26,125	23,250	28,900
ADVERTISING AND PUBLISHING						
6352	GENERAL NOTICE & PUBLIC INFOR	31,922	35,752	36,815	28,100	25,400
6353	ORDINANCE PUBLICATION	1,717	1,138	2,501	1,700	1,700
6354	HELP WANTED ADVERTISEMENTS	1,598	296	614	1,000	2,000
TOTAL ADVERTISING AND PUBLISHING		35,237	37,186	39,930	30,800	29,100
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	29,674	35,502	32,448	33,875	36,725
TOTAL INSURANCE		29,674	35,502	32,448	33,875	36,725
UTILITIES						
6371	ELECTRIC UTILITIES	91,868	85,527	105,946	95,000	97,000
6372	WATER/IRRIGATION	3,632	10,080	3,710	5,000	5,000
6373	GAS	29,323	30,505	25,985	40,000	40,000
6374	REFUSE/RECYCLING	5,713	4,049	2,983	6,000	6,000
TOTAL UTILITIES		130,536	130,161	138,624	146,000	148,000
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	347	814	1,577	10,000	10,000
6382	MACHINERY & EQUIPMENT REPAIR	865	2,379	1,756	10,000	10,000
6388	OTHER VEHICLE REPAIR	-	60	257	500	1,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		1,212	3,253	3,590	20,500	21,000
REPAIRS AND MAINTENANCE - CONTRACTS						
6405	OFFICE & DATA PROCESSING EQUIP	185,476	190,341	199,330	212,200	205,619
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		185,476	190,341	199,330	212,200	205,619
RENTALS						
6415	OTHER EQUIPMENT RENTAL	643	771	782	1,000	950
6417	UNIFORM RENTAL	107	28	-	750	750
TOTAL RENTALS		750	799	782	1,750	1,700
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	39,549	39,610	38,214	40,950	42,514
6452	SUBSCRIPTIONS	834	1,059	1,191	1,400	1,400
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		40,383	40,669	39,405	42,350	43,914
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	341	-	-	350	350
TOTAL BOOKS AND PAMPHLETS		341	-	-	350	350
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	144,078	150,598	152,585	159,400	187,075
TOTAL CONTRACTED SERVICES		144,078	150,598	152,585	159,400	187,075
Total OTHER SERVICES & CHARGES		**816,124**	**849,582**	**920,248**	**937,730**	**985,273**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6550	MOTOR VEHICLES	-	-	25,865	-	-
6580	OTHER EQUIPMENT	5,983	-	5,844	6,000	5,850
6585	COMPUTER HARDWARE/SOFTWARE	25,098	5,900	-	25,000	112,000
TOTAL CAPITAL OUTLAY		31,081	5,900	31,709	31,000	117,850
Total CAPITAL OUTLAY		**31,081**	**5,900**	**31,709**	**31,000**	**117,850**
TOTAL EXPENDITURES & OTHER FINANCING		**2,438,559**	**2,216,649**	**2,275,829**	**2,220,181**	**2,494,973**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

MAYOR AND COUNCIL 111

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	47,745	53,096	48,057	48,166	47,921
SUPPLIES	21,122	28,921	16,756	20,000	19,600
OTHER SERVICES & CHARGES	53,061	56,687	50,790	46,500	56,354
TOTAL EXPENDITURE BY OBJECT	**121,928**	**138,704**	**115,603**	**114,666**	**123,875**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

MAYOR AND COUNCIL 111

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6104 PART TIME-WAGES & SALARIES	44,000	48,550	44,000	44,000	44,000
TOTAL WAGES AND SALARIES	44,000	48,550	44,000	44,000	44,000
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	300	600	600	600	300
6122 FICA/MEDICARE CONTRIBUTIONS	3,366	3,691	3,366	3,366	3,366
6133 WORKERS COMP INSURANCE PREMIUM	79	255	91	200	255
TOTAL EMPLOYER CONTRIBUTIONS	3,745	4,546	4,057	4,166	3,921
Total PERSONNEL SERVICES	**47,745**	**53,096**	**48,057**	**48,166**	**47,921**
SUPPLIES					
OPERATING SUPPLIES					
6247 HAPPY DAYS SUPPLIES	7,000	7,000	7,000	7,000	7,000
6249 MISCELLANEOUS OPERATING SUPPLY	14,122	21,921	9,756	13,000	12,600
TOTAL OPERATING SUPPLIES	21,122	28,921	16,756	20,000	19,600
Total SUPPLIES	**21,122**	**28,921**	**16,756**	**20,000**	**19,600**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315 MISCELLANEOUS PROFESSIONAL SER	11,689	13,231	7,518	-	7,500
TOTAL PROFESSIONAL SERVICES	11,689	13,231	7,518	-	7,500
COMMUNICATION					
6322 POSTAGE	-	100	19	100	100
TOTAL COMMUNICATION	-	100	19	100	100
EMPLOYEE REIMBURSEMENTS					
6331 TRAVEL & LODGING	744	477	276	800	1,500
6335 TRAINING	675	1,572	848	2,500	2,500
TOTAL EMPLOYEE REIMBURSEMENTS	1,419	2,049	1,124	3,300	4,000
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	6,059	6,800	7,112	7,200	7,300
TOTAL INSURANCE	6,059	6,800	7,112	7,200	7,300
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451 MEMBERSHIP DUES	33,894	34,042	35,017	35,900	37,454
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	33,894	34,042	35,017	35,900	37,454
CONTRACTED SERVICES					
6489 OTHER CONTRACTED SERVICES	-	465	-	-	-
TOTAL CONTRACTED SERVICES	-	465	-	-	-
Total OTHER SERVICES & CHARGES	**53,061**	**56,687**	**50,790**	**46,500**	**56,354**
TOTAL EXPENDITURES & OTHER FINANCING	**121,928**	**138,704**	**115,603**	**114,666**	**123,875**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

MAYOR AND COUNCIL 111

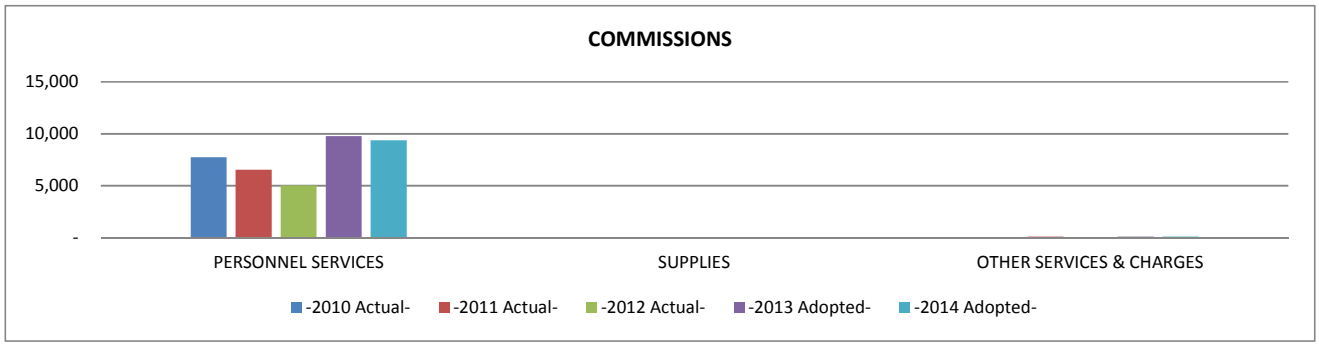
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
Mayor	1.00	1.00	1.00	1.00	1.00
Council	6.00	6.00	6.00	6.00	6.00
Mayor and Council Total	7.00	7.00	7.00	7.00	7.00
6249 Miscellaneous Operating Supplies					
Commissioner Appreciation Dinner	1,500	1,500	1,500	1,500	1,500
Mayor's Prayer Breakfast	300	270	300	300	300
Employee Appreciation Event	1,000	1,000	1,000	1,000	1,000
City Celebration	-	-	-	-	-
Meals for Council Work sessions	9,722	8,010	5,000	6,100	6,100
Anoka Area Chamber of Commerce	600	600	600	600	600
Holiday Party	-	6,020	1,000	1,000	1,000
Golf	-	1,770	-	-	-
Sister City Expenses	-	-	-	-	-
Miscellaneous	1,000	2,751	356	2,500	2,100
	14,122	21,921	9,756	13,000	12,600
6451 Dues					
Anoka County Mediation Services	-	-	-	-	-
North Metro Mayors Association	10,712	10,712	10,400	10,800	10,800
North Metro Chamber	305	305	250	250	250
North Metro Hwy 10 Corridor	-	-	1,000	1,000	1,000
Anoka Area Chamber of Commerce	400	400	600	600	600
Transportation Alliance	-	-	-	-	-
Youth First ($3000 Lawful Gambling Funded)	7,000	7,000	7,000	7,000	7,000
AMM	-	-	-	-	-
League of Minnesota Cities	15,477	15,605	15,500	15,660	17,214
Anoka County Hwy Dept	-	-	-	-	-
Misc	-	20	267	590	590
	33,894	34,042	35,017	35,900	37,454

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

COMMISSIONS **114**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	7,731	6,551	5,052	9,782	9,373
SUPPLIES		56	-	-	
OTHER SERVICES & CHARGES	60	102	42	125	105
TOTAL EXPENDITURE BY OBJECT	**7,791**	**6,709**	**5,094**	**9,907**	**9,478**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

COMMISSIONS **114**

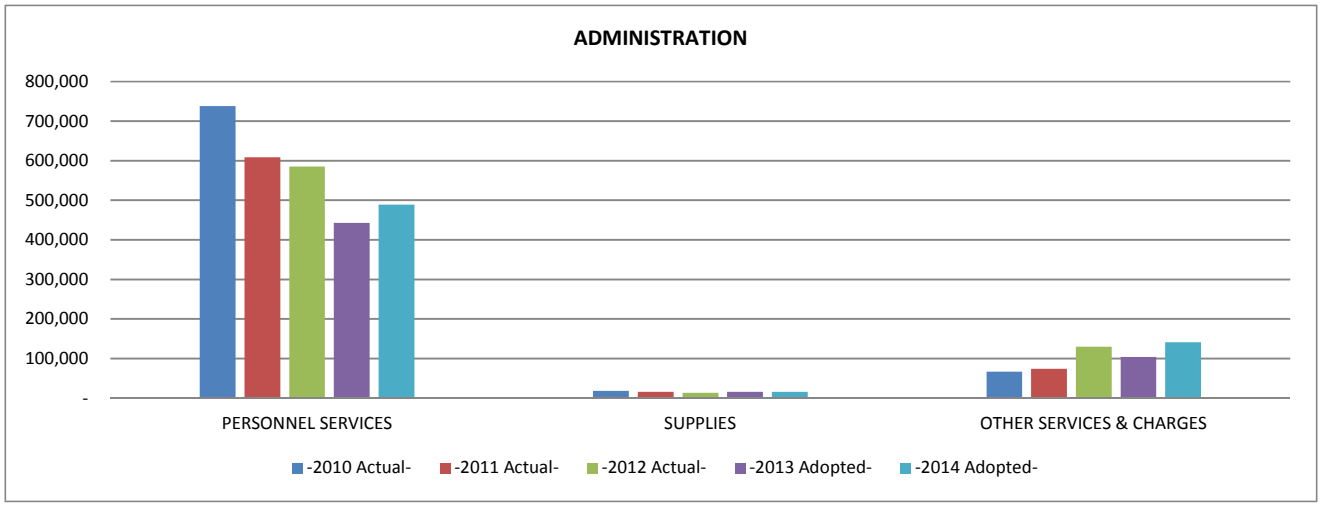
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6105 TEMPORARY-WAGES & SALARIES	7,185	6,068	4,662	8,960	8,660
TOTAL WAGES AND SALARIES	7,185	6,068	4,662	8,960	8,660
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	-	-	-	87	-
6122 FICA/MEDICARE CONTRIBUTIONS	505	433	359	685	663
6133 WORKERS COMP INSURANCE PREMIUM	41	50	31	50	50
TOTAL EMPLOYER CONTRIBUTIONS	546	483	390	822	713
Total PERSONNEL SERVICES	**7,731**	**6,551**	**5,052**	**9,782**	**9,373**
SUPPLIES					
OPERATING SUPPLIES					
6249 MISCELLANEOUS OPERATING SUPPLY	-	56	-	-	-
TOTAL OPERATING SUPPLIES	-	56	-	-	-
Total SUPPLIES	**-**	**56**	**-**	**-**	**-**
OTHER SERVICES & CHARGES					
COMMUNICATION					
6322 POSTAGE	5	2	-	75	30
TOTAL COMMUNICATION	5	2	-	75	30
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	55	100	42	50	75
TOTAL INSURANCE	55	100	42	50	75
Total OTHER SERVICES & CHARGES	**60**	**102**	**42**	**125**	**105**
TOTAL EXPENDITURES & OTHER FINANCING	**7,791**	**6,709**	**5,094**	**9,907**	**9,478**

PERSONNEL COMPLEMENT	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
Charter Commission Members	9.00	9.00	9.00	9.00	9.00
Planning Commission Members	7.00	7.00	7.00	7.00	7.00
Commission Total	16.00	16.00	16.00	16.00	16.00

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ADMINISTRATION					130
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	737,690	608,272	585,369	442,539	488,735
SUPPLIES	18,330	16,110	13,710	16,250	16,225
OTHER SERVICES & CHARGES	67,369	74,162	129,902	103,950	141,300
TOTAL EXPENDITURE BY OBJECT	**823,389**	**698,544**	**728,981**	**562,739**	**646,260**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ADMINISTRATION **130**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	531,629	415,465	388,311	336,469	375,514
6103 FULL TIME-REGULAR-OVERTIME	627	193	1,849	-	-
6104 PART TIME-WAGES & SALARIES	24,564	26,728	12,446	-	-
6105 TEMPORARY-WAGES & SALARIES	14,315	29,030	19,179	-	12,480
6107 OVERTIME-PART TIME	-	90	-	-	-
TOTAL WAGES AND SALARIES	571,135	471,506	421,785	336,469	387,994
OTHER GROSS EARNINGS					
6108 SEVERANCE PAY	11,676	-	29,497	-	-
TOTAL OTHER GROSS EARNINGS	11,676	-	29,497	-	-
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	39,422	31,946	31,702	24,394	27,225
6122 FICA/MEDICARE CONTRIBUTIONS	40,825	32,774	33,451	29,972	30,490
6123 ICMA RETIREMENT TRUST	2,000	2,000	2,080	2,000	2,000
6131 GROUP INSURANCE	69,279	66,044	63,880	47,010	37,163
6133 WORKERS COMP INSURANCE PREMIUM	3,353	4,002	2,974	2,694	3,863
TOTAL EMPLOYER CONTRIBUTIONS	154,879	136,766	134,087	106,070	100,741
Total PERSONNEL SERVICES	**737,690**	**608,272**	**585,369**	**442,539**	**488,735**
SUPPLIES					
OFFICE SUPPLIES					
6203 DUPLICATING SUPPLY & COPY PAPE	8,074	6,352	5,305	6,000	6,175
6204 STATIONERY, ENVELOPES & FORMS	2,103	1,648	846	2,000	1,450
6208 MISCELLANEOUS OFFICE SUPPLIES	4,222	4,966	3,031	5,250	4,800
TOTAL OFFICE SUPPLIES	14,399	12,966	9,182	13,250	12,425
OPERATING SUPPLIES					
6249 MISCELLANEOUS OPERATING SUPPLY	3,931	3,144	4,528	3,000	3,800
TOTAL OPERATING SUPPLIES	3,931	3,144	4,528	3,000	3,800
Total SUPPLIES	**18,330**	**16,110**	**13,710**	**16,250**	**16,225**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6305 MEDICAL/PSYCHOLOGICAL FEES	5,404	3,488	17,880	6,000	14,350
6306 PERSONNEL TESTING & RECRUITMT	544	544	1,177	2,200	2,200
6315 MISCELLANEOUS PROFESSIONAL SER	19,189	23,984	59,391	50,500	46,000
TOTAL PROFESSIONAL SERVICES	25,137	28,016	78,448	58,700	62,550
COMMUNICATION					
6321 TELEPHONE	2,910	2,576	2,288	3,000	3,000
6322 POSTAGE	815	618	484	1,000	1,000
6323 CELLULAR PHONES	2,988	3,424	3,282	3,400	3,600
6325 LONG DISTANCE CHARGES	-	-	-	100	-
TOTAL COMMUNICATION	6,713	6,618	6,054	7,500	7,600
EMPLOYEE REIMBURSEMENTS					
6331 TRAVEL & LODGING	3,839	3,681	3,397	2,500	2,500
6334 MILEAGE REIMBURSEMENT	346	206	40	350	300
6335 TRAINING	6,076	9,334	17,518	9,000	14,000
TOTAL EMPLOYEE REIMBURSEMENTS	10,261	13,221	20,955	11,850	16,800
ADVERTISING AND PUBLISHING					
6352 GENERAL NOTICE & PUBLIC INFOR	1,398	1,724	1,231	1,500	1,500
6353 ORDINANCE PUBLICATION	1,717	1,138	2,501	1,700	1,700
6354 HELP WANTED ADVERTISEMENTS	1,598	296	614	1,000	2,000
TOTAL ADVERTISING AND PUBLISHING	4,713	3,158	4,346	4,200	5,200

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

	ADMINISTRATION				130
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	5,551	7,000	6,026	6,000	6,700
TOTAL INSURANCE	5,551	7,000	6,026	6,000	6,700
REPAIRS AND MAINTENANCE - CONTRACTS					
6405 OFFICE & DATA PROCESSING EQUIP	10,206	11,683	11,161	12,000	12,000
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS	10,206	11,683	11,161	12,000	12,000
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451 MEMBERSHIP DUES	4,122	3,870	2,145	2,900	2,900
6452 SUBSCRIPTIONS	666	596	767	800	800
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	4,788	4,466	2,912	3,700	3,700
CONTRACTED SERVICES					
6489 OTHER CONTRACTED SERVICES	-	-	-	-	26,750
TOTAL CONTRACTED SERVICES	-	-	-	-	26,750
Total OTHER SERVICES & CHARGES	**67,369**	**74,162**	**129,902**	**103,950**	**141,300**
TOTAL EXPENDITURES & OTHER FINANCING	**823,389**	**698,544**	**728,981**	**562,739**	**646,260**

PERSONNEL COMPLEMENT					
City Administrator	1.00	1.00	1.00	1.00	1.00
Deputy City Administrator/Comm Dev Dir	1.00	1.00	1.00	-	-
Human Resources Manager	1.00	-	-	1.00	1.00
Personnel Technician	1.00	1.00	1.00	-	-
Records Retention Clerk	1.00	1.00	1.00	-	-
City Clerk	1.00	1.00	1.00	1.00	1.00
Secretary	0.60	0.60	0.60	-	-
Office Assistant	-	-	-	-	0.50
Administrative Clerks	-	-	-	1.20	1.30
Mgmt Intern	0.25	0.50	1.50	-	0.50
Assistant to City Administrator - Management Analyst	-	-	-	1.00	1.00
Receptionist	1.00	1.00	1.00	1.00	1.00
Administration Total	7.85	7.10	8.10	6.20	7.30

6249 Miscellaneous Operating Supplies					
Employee Recognition	1,593	1,660	3,000	2,000	3,000
Flowers for illnesses, expenses for staff workshops, thank-you cards, and other miscellaneous operating supplies.	2,338	1,484	1,528	1,000	800
	3,931	3,144	4,528	3,000	3,800

6315 Miscellaneous Professional Services					
Insurance Agent of Record Annual Fee	5,305	5,800	6,000	6,200	6,400
Flex Spending(admin & deposit)	808	1,013	1,176	1,500	1,500
Employee Assistance Program	1,650	2,490	1,476	2,500	2,500
City Code Codification	5,950	7,217	6,926	10,450	7,000
Miscellaneous department charges	5,476	840	1,639	6,850	2,100
Employment Law Attorney	-	4,719	31,680	-	-
CPM Survey	-	1,905	-	-	3,500
Minute Taking	-	-	10,494	23,000	23,000
	19,189	23,984	59,391	50,500	46,000

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ADMINISTRATION 130

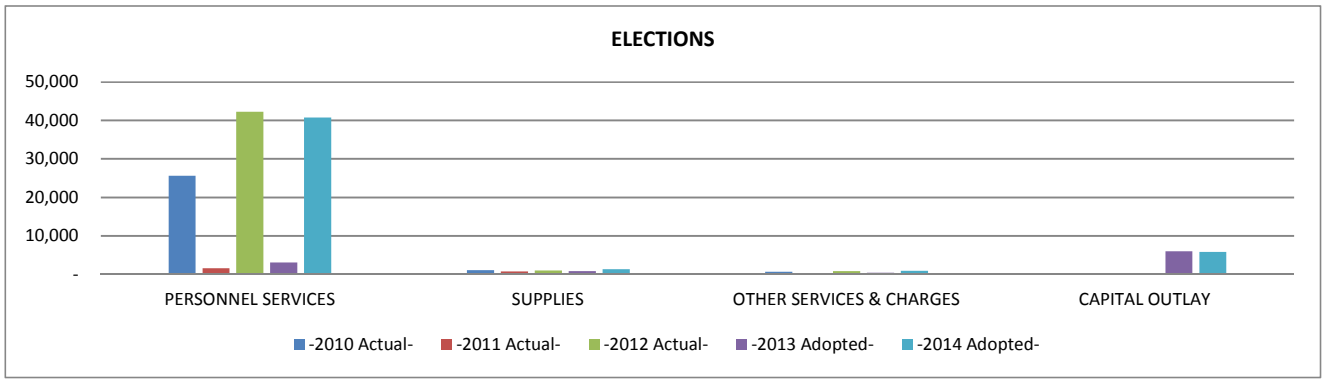
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
6335 Training					
League of Minnesota Cities Annual/monthly Conference	-	820	485	900	900
MCMA Conference	-	-	-	750	750
Wellness Fair	-	-	-	1,200	1,200
Don Salverda & Assoc	-	780	780	-	-
Employment Law Seminar	-	-	250	500	500
ICMA Annual Conference	-	1,609	1,690	1,500	1,500
Metropolitan Area Management Assoc (MAMA)	-	165	80	150	150
National Clerks Conference	-	-	-	2,000	2,000
Web QA	-	-	3,000	-	-
Consulting	-	-	5,000	-	-
Miscellaneous Training	6,076	5,960	6,233	2,000	7,000
	6,076	9,334	17,518	9,000	14,000
6405 Office/Data Processing Equipment-Contract					
Postage Meter	1,236	1,236	1,300	1,300	1,300
Copy Machines (3)	8,563	10,097	9,300	9,300	9,300
Shredder	407	350	400	400	400
Misc.	-	-	161	1,000	1,000
	10,206	11,683	11,161	12,000	12,000
6451 Dues					
IPMA - National	-	-	145	145	600
ICMA	-	1,840	1,200	1,000	1,000
MCCMA	-	381	200	-	-
MAMA	-	225	100	-	-
Miscellaneous	-	-	-	1,155	1,300
HR organizations-misc	-	330	500	-	-
Rotary	4,122	1,094	-	600	
	4,122	3,870	2,145	2,900	2,900
6452 Subscriptions					
Star Tribune Newspaper	223	446	100	450	450
Miscellaneous Subscriptions	443	150	667	350	350
	666	596	767	800	800

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ELECTIONS **141**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	25,624	1,530	42,257	3,039	40,779
SUPPLIES	1,049	719	986	825	1,350
OTHER SERVICES & CHARGES	657	322	803	405	920
CAPITAL OUTLAY				6,000	5,850
TOTAL EXPENDITURE BY OBJECT	**27,330**	**2,571**	**44,046**	**10,269**	**48,899**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ELECTIONS **141**

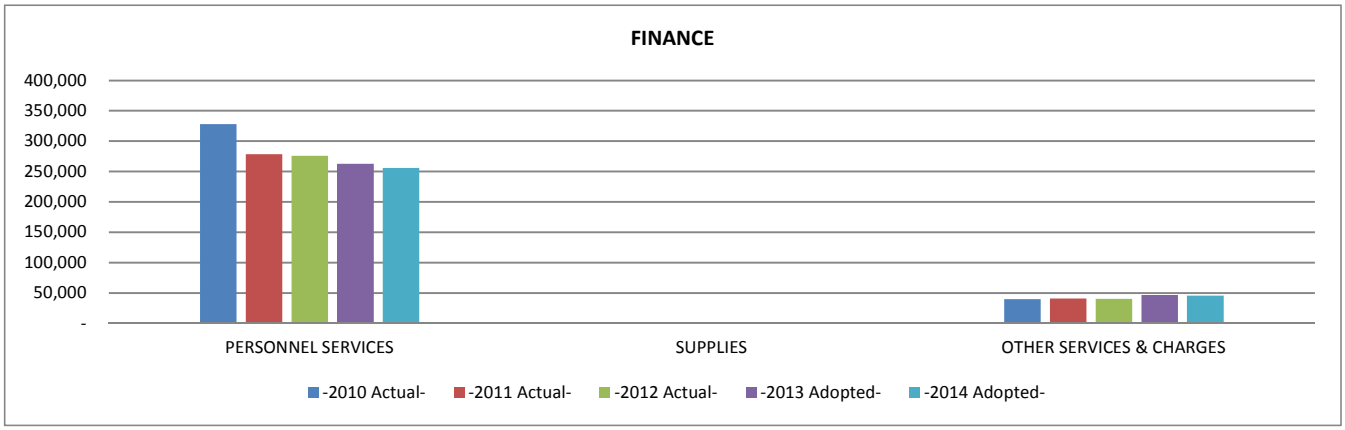
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	127	-	12,325	150	10,542
6103 FULL TIME-REGULAR-OVERTIME	977	-	3,724	1,200	1,200
6105 TEMPORARY-WAGES & SALARIES	24,214	1,500	23,598	1,500	27,000
TOTAL WAGES AND SALARIES	25,318	1,500	39,647	2,850	38,742
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	77	-	1,163	87	851
6122 FICA/MEDICARE CONTRIBUTIONS	83	-	1,186	92	898
6133 WORKERS COMP INSURANCE PREMIUM	146	30	261	10	288
TOTAL EMPLOYER CONTRIBUTIONS	306	30	2,610	189	2,037
Total PERSONNEL SERVICES	**25,624**	**1,530**	**42,257**	**3,039**	**40,779**
SUPPLIES					
OFFICE SUPPLIES					
6208 MISCELLANEOUS OFFICE SUPPLIES	-	-	-	25	200
TOTAL OFFICE SUPPLIES	-	-	-	25	200
OPERATING SUPPLIES					
6249 MISCELLANEOUS OPERATING SUPPLY	1,049	719	986	800	1,150
TOTAL OPERATING SUPPLIES	1,049	719	986	800	1,150
Total SUPPLIES	**1,049**	**719**	**986**	**825**	**1,350**
OTHER SERVICES & CHARGES					
COMMUNICATION					
6322 POSTAGE	126	-	154	130	160
TOTAL COMMUNICATION	126	-	154	130	160
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	186	2	364	25	500
TOTAL INSURANCE	186	2	364	25	500
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451 MEMBERSHIP DUES	345	320	285	250	260
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	345	320	285	250	260
Total OTHER SERVICES & CHARGES	**657**	**322**	**803**	**405**	**920**
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6580 OTHER EQUIPMENT	-	-	-	6,000	5,850
TOTAL CAPITAL OUTLAY	-	-	-	6,000	5,850
Total CAPITAL OUTLAY	**-**	**-**	**-**	**6,000**	**5,850**
TOTAL EXPENDITURES & OTHER FINANCING	**27,330**	**2,571**	**44,046**	**10,269**	**48,899**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

FINANCE **153**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	328,157	278,381	275,729	262,808	255,724
SUPPLIES	1,263	1,604	1,590	1,600	1,710
OTHER SERVICES & CHARGES	39,609	40,732	40,229	46,700	45,550
TOTAL EXPENDITURE BY OBJECT	**369,029**	**320,717**	**317,548**	**311,108**	**302,984**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		FINANCE				153
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	220,880	192,915	197,056	189,181	198,691
6104	PART TIME-WAGES & SALARIES	26,242	9,903	-	-	-
6105	TEMPORARY-WAGES & SALARIES	-	-	2,820	-	-
TOTAL WAGES AND SALARIES		247,122	202,818	199,876	189,181	198,691
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	9,228	6,632	-	-	-
TOTAL OTHER GROSS EARNINGS		9,228	6,632	-	-	-
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	17,429	14,887	15,032	13,716	14,405
6122	FICA/MEDICARE CONTRIBUTIONS	18,844	15,526	15,202	16,341	16,050
6131	GROUP INSURANCE	34,059	36,590	44,302	42,084	25,018
6133	WORKERS COMP INSURANCE PREMIUM	1,475	1,928	1,317	1,486	1,560
TOTAL EMPLOYER CONTRIBUTIONS		71,807	68,931	75,853	73,627	57,033
Total PERSONNEL SERVICES		**328,157**	**278,381**	**275,729**	**262,808**	**255,724**
SUPPLIES						
OFFICE SUPPLIES						
6204	STATIONERY, ENVELOPES & FORMS	810	753	1,114	800	930
6208	MISCELLANEOUS OFFICE SUPPLIES	453	851	476	800	780
TOTAL OFFICE SUPPLIES		1,263	1,604	1,590	1,600	1,710
Total SUPPLIES		**1,263**	**1,604**	**1,590**	**1,600**	**1,710**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6302	AUDITING & ACCOUNTING SERVICES	29,285	26,835	27,035	30,000	27,500
TOTAL PROFESSIONAL SERVICES		29,285	26,835	27,035	30,000	27,500
COMMUNICATION						
6321	TELEPHONE	490	452	527	600	600
6322	POSTAGE	2,058	1,974	1,929	2,300	2,300
TOTAL COMMUNICATION		2,548	2,426	2,456	2,900	2,900
EMPLOYEE REIMBURSEMENTS						
6335	TRAINING	72	3,322	1,707	5,000	5,000
TOTAL EMPLOYEE REIMBURSEMENTS		72	3,322	1,707	5,000	5,000
ADVERTISING AND PUBLISHING						
6352	GENERAL NOTICE & PUBLIC INFOR	267	876	887	700	1,000
TOTAL ADVERTISING AND PUBLISHING		267	876	887	700	1,000
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	4,029	3,800	3,652	4,200	4,200
TOTAL INSURANCE		4,029	3,800	3,652	4,200	4,200
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	370	310	310	500	500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		370	310	310	500	500
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	3,038	3,163	4,182	3,400	4,450
TOTAL CONTRACTED SERVICES		3,038	3,163	4,182	3,400	4,450
Total OTHER SERVICES & CHARGES		**39,609**	**40,732**	**40,229**	**46,700**	**45,550**
TOTAL EXPENDITURES & OTHER FINANCING		**369,029**	**320,717**	**317,548**	**311,108**	**302,984**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

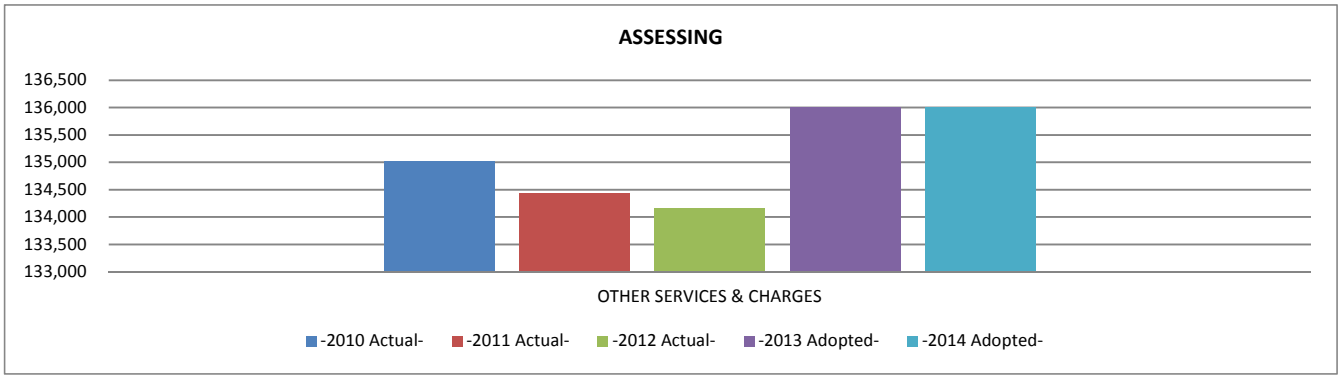
	FINANCE				153
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
Finance Director	1.00	1.00	1.00	1.00	1.00
Asst. Finance Director	1.00	1.00	1.00	1.00	1.00
Accountant I	1.00	1.00	1.00	1.00	1.00
Accountant II	-	-	-	-	-
Accounting Clerk	1.00	1.00	1.00	0.80	0.70
Data Entry Clerk	0.62	0.62	-	-	-
Finance Total	4.62	4.62	4.00	3.80	3.70
6489 Other Contracted Services					
CIP Software Support	721	722	720	800	800
Misc-safe repair and collateral charge for deposits Statutes.	2,317	2,441	3,462	2,600	3,650
	3,038	3,163	4,182	3,400	4,450

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ASSESSING **155**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
OTHER SERVICES & CHARGES	135,018	134,439	134,156	136,000	136,000
TOTAL EXPENDITURE BY OBJECT	**135,018**	**134,439**	**134,156**	**136,000**	**136,000**



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
OTHER SERVICES & CHARGES					
CONTRACTED SERVICES					
6489 OTHER CONTRACTED SERVICES	135,018	134,439	134,156	136,000	136,000
TOTAL CONTRACTED SERVICES	135,018	134,439	134,156	136,000	136,000
Total OTHER SERVICES & CHARGES	**135,018**	**134,439**	**134,156**	**136,000**	**136,000**
TOTAL EXPENDITURES & OTHER FINANCING	**135,018**	**134,439**	**134,156**	**136,000**	**136,000**

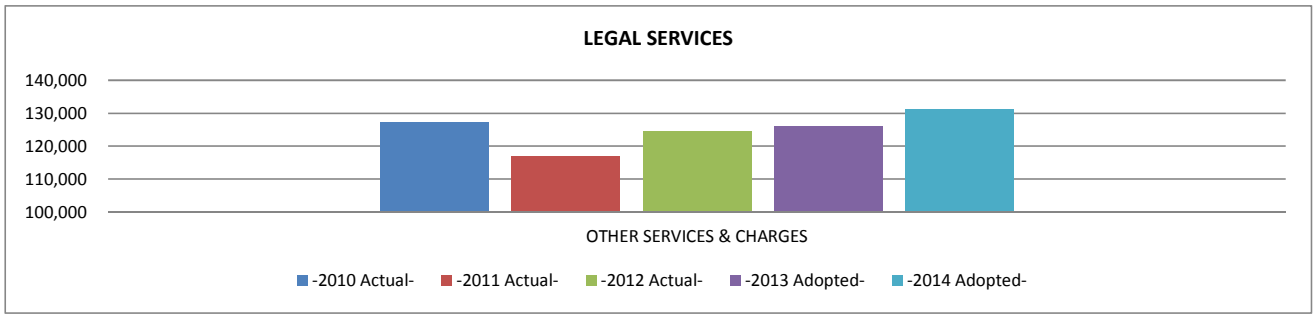
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
6489 Other Contracted Services					
Residential Improved Parcels	98,883	98,322	98,883	98,883	98,883
Commercial and Industrial Parcels	31,600	31,600	31,600	32,600	32,600
Unimproved land Parcels	4,535	4,517	3,673	4,517	4,517
	135,018	134,439	134,156	136,000	136,000

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

LEGAL SERVICES **161**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
OTHER SERVICES & CHARGES	127,252	116,864	124,461	126,000	131,200
TOTAL EXPENDITURE BY OBJECT	**127,252**	**116,864**	**124,461**	**126,000**	**131,200**



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6304 LEGAL FEES	126,355	115,864	123,432	125,000	130,000
TOTAL PROFESSIONAL SERVICES	126,355	115,864	123,432	125,000	130,000
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	897	1,000	1,029	1,000	1,200
TOTAL INSURANCE	897	1,000	1,029	1,000	1,200
Total OTHER SERVICES & CHARGES	**127,252**	**116,864**	**124,461**	**126,000**	**131,200**
TOTAL EXPENDITURES & OTHER FINANCING	**127,252**	**116,864**	**124,461**	**126,000**	**131,200**

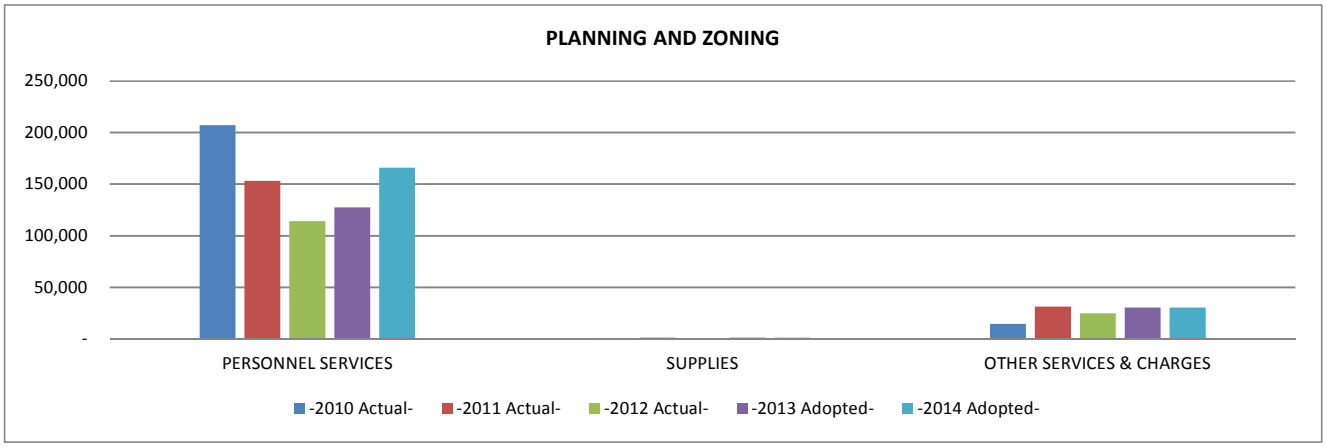
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
6304 Legal Fees					
General Legal - Randall, Dehn, Goodrich	52,521	56,741	50,000	53,000	55,000
Prosecution - Randall, Dehn, Goodrich	68,000	56,202	68,000	69,000	72,200
Other Legal - Kennedy & Graven, Personnel, etc.	5,834	2,921	5,432	3,000	4,000
	126,355	115,864	123,432	125,000	131,200

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PLANNING AND ZONING **191**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	207,362	153,152	114,015	127,467	165,831
SUPPLIES	807	1,170	374	1,200	1,180
OTHER SERVICES & CHARGES	14,410	31,261	24,779	30,400	30,400
TOTAL EXPENDITURE BY OBJECT	**222,579**	**185,583**	**139,168**	**159,067**	**197,411**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PLANNING AND ZONING 191

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	160,261	111,528	78,241	94,341	105,198
6103 FULL TIME-REGULAR-OVERTIME	172	-	-	-	-
6105 TEMPORARY-WAGES & SALARIES	-	-	-	-	24,960
TOTAL WAGES AND SALARIES	160,433	111,528	78,241	94,341	130,158
OTHER GROSS EARNINGS					
6108 SEVERANCE PAY	-	3,395	5,724	-	-
TOTAL OTHER GROSS EARNINGS	-	3,395	5,724	-	-
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	11,329	8,305	5,935	6,840	7,627
6122 FICA/MEDICARE CONTRIBUTIONS	11,906	8,359	6,483	7,891	10,691
6131 GROUP INSURANCE	22,771	20,270	17,497	17,640	16,314
6133 WORKERS COMP INSURANCE PREMIUM	923	1,295	135	755	1,041
TOTAL EMPLOYER CONTRIBUTIONS	46,929	38,229	30,050	33,126	35,673
Total PERSONNEL SERVICES	**207,362**	**153,152**	**114,015**	**127,467**	**165,831**
SUPPLIES					
OFFICE SUPPLIES					
6208 MISCELLANEOUS OFFICE SUPPLIES	186	281	239	200	180
TOTAL OFFICE SUPPLIES	186	281	239	200	180
OPERATING SUPPLIES					
6249 MISCELLANEOUS OPERATING SUPPLY	621	889	135	1,000	1,000
TOTAL OPERATING SUPPLIES	621	889	135	1,000	1,000
Total SUPPLIES	**807**	**1,170**	**374**	**1,200**	**1,180**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315 MISCELLANEOUS PROFESSIONAL SER	7,998	23,358	18,425	20,000	20,000
TOTAL PROFESSIONAL SERVICES	7,998	23,358	18,425	20,000	20,000
COMMUNICATION					
6321 TELEPHONE	492	452	527	1,000	1,000
6322 POSTAGE	318	756	251	600	600
6323 CELLULAR PHONES	900	843	595	850	850
6325 LONG DISTANCE CHARGES	-	-	-	100	100
TOTAL COMMUNICATION	1,710	2,051	1,373	2,550	2,550
EMPLOYEE REIMBURSEMENTS					
6331 TRAVEL & LODGING	801	193	437	900	900
6334 MILEAGE REIMBURSEMENT	100	7	49	200	200
6335 TRAINING	682	1,121	1,853	1,500	1,500
TOTAL EMPLOYEE REIMBURSEMENTS	1,583	1,321	2,339	2,600	2,600
ADVERTISING AND PUBLISHING					
6352 GENERAL NOTICE & PUBLIC INFOR	282	-	610	900	900
TOTAL ADVERTISING AND PUBLISHING	282	-	610	900	900
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	1,510	3,000	1,151	2,000	2,000
TOTAL INSURANCE	1,510	3,000	1,151	2,000	2,000
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451 MEMBERSHIP DUES	818	1,068	457	1,400	1,400
6452 SUBSCRIPTIONS	168	463	424	600	600
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	986	1,531	881	2,000	2,000
BOOKS AND PAMPHLETS					
6471 BOOKS & PAMPHLETS	341	-	-	350	350
TOTAL BOOKS AND PAMPHLETS	341	-	-	350	350
Total OTHER SERVICES & CHARGES	**14,410**	**31,261**	**24,779**	**30,400**	**30,400**
TOTAL EXPENDITURES & OTHER FINANCING	**222,579**	**185,583**	**139,168**	**159,067**	**197,411**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PLANNING AND ZONING **191**

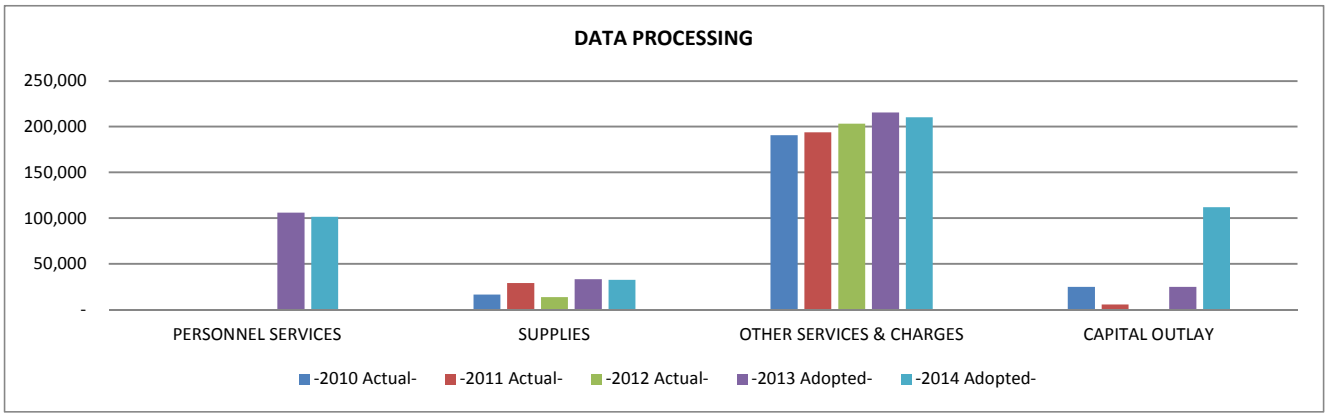
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
Economic Development Manager	-	-	1.00	1.00	1.00
TIF/Economic Development Specialist	1.00	-	-	-	-
City Planner	-	-	-	-	1.00
Planning Manager	1.00	1.00	-	-	-
Development Services Manager	-	-	-	-	1.00
Senior Planner	-	-	1.00	1.00	-
Associate Planner	1.00	1.00	-	-	-
Secretary	1.00	1.00	1.00	1.00	-
Community Development Assistant	-	-	-	-	1.00
Planning Intern	-	-	-	-	-
Rental License Intern	0.25	-	-	-	1.00
Planning & Zoning/EDA Total	4.25	3.00	3.00	3.00	5.00
6315 Miscellaneous Professional Services					
Planning Service Consultant	7,998	23,358	18,425	20,000	20,000
	7,998	23,358	18,425	20,000	20,000

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

DATA PROCESSING **192**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES				106,051	101,649
SUPPLIES	16,481	29,060	13,681	33,250	32,625
OTHER SERVICES & CHARGES	190,722	193,877	203,229	215,700	210,319
CAPITAL OUTLAY	25,098	5,900	-	25,000	112,000
TOTAL EXPENDITURE BY OBJECT	**232,301**	**228,837**	**216,910**	**380,001**	**456,593**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

DATA PROCESSING 192

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	-	-	-	84,037	58,696
6104 PART TIME-WAGES & SALARIES	-	-	-	-	20,862
TOTAL WAGES AND SALARIES	-	-	-	84,037	79,558
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	-	-	-	6,093	5,768
6122 FICA/MEDICARE CONTRIBUTIONS	-	-	-	6,429	6,087
6131 GROUP INSURANCE	-	-	-	8,820	9,600
6133 WORKERS COMP INSURANCE PREMIUM	-	-	-	672	636
TOTAL EMPLOYER CONTRIBUTIONS	-	-	-	22,014	22,091
Total PERSONNEL SERVICES	**-**	**-**	**-**	**106,051**	**101,649**
SUPPLIES					
OFFICE SUPPLIES					
6206 FILM, MICROFILM, TAPES, DISKS	122	142	-	500	150
6208 MISCELLANEOUS OFFICE SUPPLIES	-	-	307	-	375
TOTAL OFFICE SUPPLIES	122	142	307	500	525
OPERATING SUPPLIES					
6249 MISCELLANEOUS OPERATING SUPPLY	439	1,078	567	750	740
TOTAL OPERATING SUPPLIES	439	1,078	567	750	740
SMALL TOOLS AND MINOR EQUIPMENT					
6281 SMALL TOOLS & MINOR EQUIPMENT	15,920	27,840	12,807	32,000	31,360
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	15,920	27,840	12,807	32,000	31,360
Total SUPPLIES	**16,481**	**29,060**	**13,681**	**33,250**	**32,625**
OTHER SERVICES & CHARGES					
COMMUNICATION					
6321 TELEPHONE	13,573	13,069	13,267	13,000	14,000
TOTAL COMMUNICATION	13,573	13,069	13,267	13,000	14,000
EMPLOYEE REIMBURSEMENTS					
6335 TRAINING	350	350	-	500	500
TOTAL EMPLOYEE REIMBURSEMENTS	350	350	-	500	500
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	1,529	1,800	1,793	2,000	2,200
TOTAL INSURANCE	1,529	1,800	1,793	2,000	2,200
REPAIRS AND MAINTENANCE - CONTRACTS					
6405 OFFICE & DATA PROCESSING EQUIP	175,270	178,658	188,169	200,200	193,619
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS	175,270	178,658	188,169	200,200	193,619
Total OTHER SERVICES & CHARGES	**190,722**	**193,877**	**203,229**	**215,700**	**210,319**
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6585 COMPUTER HARDWARE/SOFTWARE	25,098	5,900	-	25,000	112,000
TOTAL CAPITAL OUTLAY	25,098	5,900	-	25,000	112,000
Total CAPITAL OUTLAY	**25,098**	**5,900**	**-**	**25,000**	**112,000**
TOTAL EXPENDITURES & OTHER FINANCING	**232,301**	**228,837**	**216,910**	**380,001**	**456,593**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

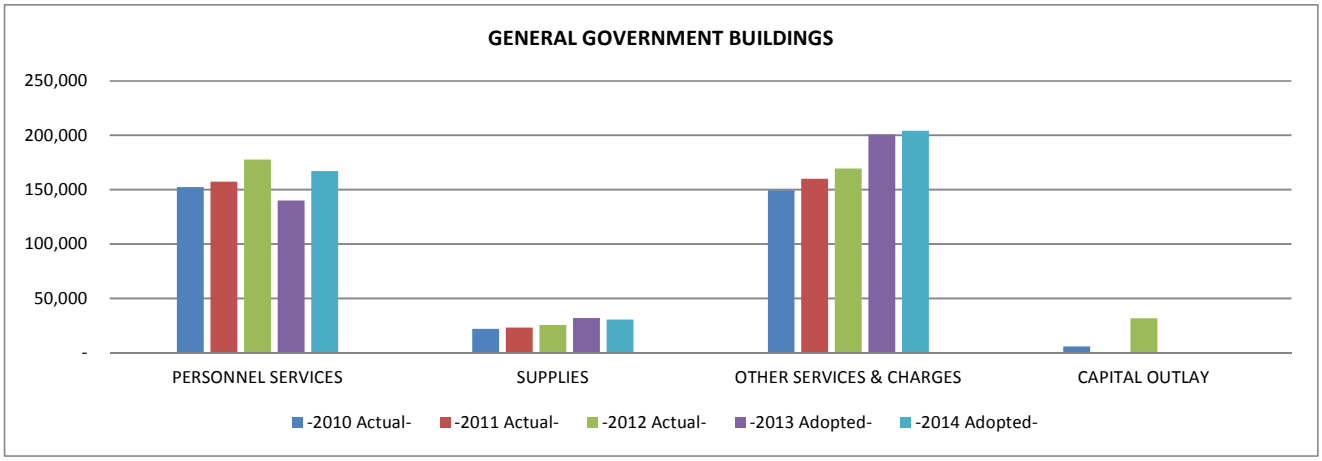
	DATA PROCESSING				192
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
IT Manager	1.00	1.00	1.00	1.00	1.00
IT Tech	-	-	-	-	0.50
Data Processing	1.00	1.00	1.00	1.00	1.50
6405 Office Equipment Contracts					
Support	8,560	12,000	12,623	12,000	12,000
Destiny Software	-	-	3,741	-	-
GL Inquiry Software	900	920	2,455	-	-
Financial Support(General Ledger,P/R, S/A, F/A & System Dev)	57,407	56,586	56,281	64,631	67,053
Code Enforcement Software	-	-	3,000	-	-
PIMS System Support	27,186	23,034	22,740	25,736	27,197
GIS	35,798	36,946	38,064	38,066	30,000
Laser Fiche Licensing	6,590	7,000	9,491	7,000	7,000
Licensing/maintenance	29,000	30,000	22,686	35,300	35,000
Internet (Included in LOGIS Support)	9,829	9,972	10,044	10,044	10,185
Employee Self-Service (ESS)	-	2,200	2,244	2,239	-
CRM Support	-	-	4,800	5,184	5,184
	175,270	178,658	188,169	200,200	193,619
			-		
6585 Computer Hardware / Software					
Other Capital Outlay	25,098	5,900	-	-	-
2012 Fiber Hardware & Sever	-	-	-	25,000	112,000
	25,098	5,900	-	25,000	112,000

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

GENERAL GOVERNMENT BUILDINGS **194**

EXPENDITURE BY OBJECT SUMMARY	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL SERVICES	152,489	157,515	177,621	139,972	167,069
SUPPLIES	22,159	23,107	25,671	31,900	30,705
OTHER SERVICES & CHARGES	149,547	160,161	169,294	200,750	204,075
CAPITAL OUTLAY	5,983	-	31,709	-	
TOTAL EXPENDITURE BY OBJECT	**330,178**	**340,783**	**404,295**	**372,622**	**401,849**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

GENERAL GOVERNMENT BUILDINGS **194**

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	92,437	93,727	97,045	96,676	99,809
6103 FULL TIME-REGULAR-OVERTIME	546	683	1,805	-	-
6104 PART TIME-WAGES & SALARIES	20,975	20,554	10,443	-	17,934
6105 TEMPORARY-WAGES & SALARIES	132	-	12,647	-	-
6107 OVERTIME-PART TIME	-	235	196	-	-
TOTAL WAGES AND SALARIES	114,090	115,199	122,136	96,676	117,743
OTHER GROSS EARNINGS					
6108 SEVERANCE PAY	-	-	9,620	-	-
TOTAL OTHER GROSS EARNINGS	-	-	9,620	-	-
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	7,977	8,331	8,795	7,009	8,536
6122 FICA/MEDICARE CONTRIBUTIONS	8,202	8,217	8,972	7,396	9,007
6131 GROUP INSURANCE	18,446	20,527	24,298	24,444	25,896
6133 WORKERS COMP INSURANCE PREMIUM	3,774	5,241	3,800	4,447	5,887
TOTAL EMPLOYER CONTRIBUTIONS	38,399	42,316	45,865	43,296	49,326
Total PERSONNEL SERVICES	**152,489**	**157,515**	**177,621**	**139,972**	**167,069**
SUPPLIES					
OPERATING SUPPLIES					
6221 CLEANING SUPPLIES	1,928	1,798	2,844	2,500	2,700
6223 GASOLINE	2,384	2,754	2,966	3,000	2,500
6225 DIESEL FUEL	246	484	1,735	2,000	2,000
6249 MISCELLANEOUS OPERATING SUPPLY	11,474	11,164	12,947	13,500	12,815
TOTAL OPERATING SUPPLIES	16,032	16,200	20,492	21,000	20,015
REPAIR AND MAINTENANCE SUPPLIES					
6257 OTHER VEHICLE PARTS	926	1,428	701	1,000	1,080
6259 BUILDING MAINT/REPAIR SUPPLIES	2,750	2,302	1,274	5,500	5,420
6275 OTHER EQUIPMENT PARTS	85	10	89	400	400
TOTAL REPAIR AND MAINTENANCE SUPPLIES	3,761	3,740	2,064	6,900	6,900
SMALL TOOLS AND MINOR EQUIPMENT					
6281 SMALL TOOLS & MINOR EQUIPMENT	2,366	3,167	3,115	4,000	3,790
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	2,366	3,167	3,115	4,000	3,790
Total SUPPLIES	**22,159**	**23,107**	**25,671**	**31,900**	**30,705**
OTHER SERVICES & CHARGES					
COMMUNICATION					
6323 CELLULAR PHONES	1,463	1,417	1,149	1,500	1,500
TOTAL COMMUNICATION	1,463	1,417	1,149	1,500	1,500
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	9,564	12,000	10,902	11,000	12,000
TOTAL INSURANCE	9,564	12,000	10,902	11,000	12,000
UTILITIES					
6371 ELECTRIC UTILITIES	91,868	85,527	105,946	95,000	97,000
6372 WATER/IRRIGATION	3,632	10,080	3,710	5,000	5,000
6373 GAS	29,323	30,505	25,985	40,000	40,000
6374 REFUSE/RECYCLING	5,713	4,049	2,983	6,000	6,000
TOTAL UTILITIES	130,536	130,161	138,624	146,000	148,000
REPAIRS AND MAINTENANCE - LABOR					
6381 BUILDING & STRUCTURE REPAIR	347	814	1,577	10,000	10,000
6382 MACHINERY & EQUIPMENT REPAIR	865	2,379	1,756	10,000	10,000
6388 OTHER VEHICLE REPAIR	-	60	257	500	1,000
TOTAL REPAIRS AND MAINTENANCE - LABOR	1,212	3,253	3,590	20,500	21,000

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

GENERAL GOVERNMENT BUILDINGS **194**

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
RENTALS						
6415	OTHER EQUIPMENT RENTAL	643	771	782	1,000	950
6417	UNIFORM RENTAL	107	28	-	750	750
TOTAL RENTALS		750	799	782	1,750	1,700
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	6,022	12,531	14,247	20,000	19,875
TOTAL CONTRACTED SERVICES		6,022	12,531	14,247	20,000	19,875
Total OTHER SERVICES & CHARGES		**149,547**	**160,161**	**169,294**	**200,750**	**204,075**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6550	MOTOR VEHICLES	-	-	25,865	-	-
6580	OTHER EQUIPMENT	5,983	-	5,844	-	-
TOTAL CAPITAL OUTLAY		5,983	-	31,709	-	-
Total CAPITAL OUTLAY		**5,983**	**-**	**31,709**	**-**	**-**
TOTAL EXPENDITURES & OTHER FINANCING		**330,178**	**340,783**	**404,295**	**372,622**	**401,849**

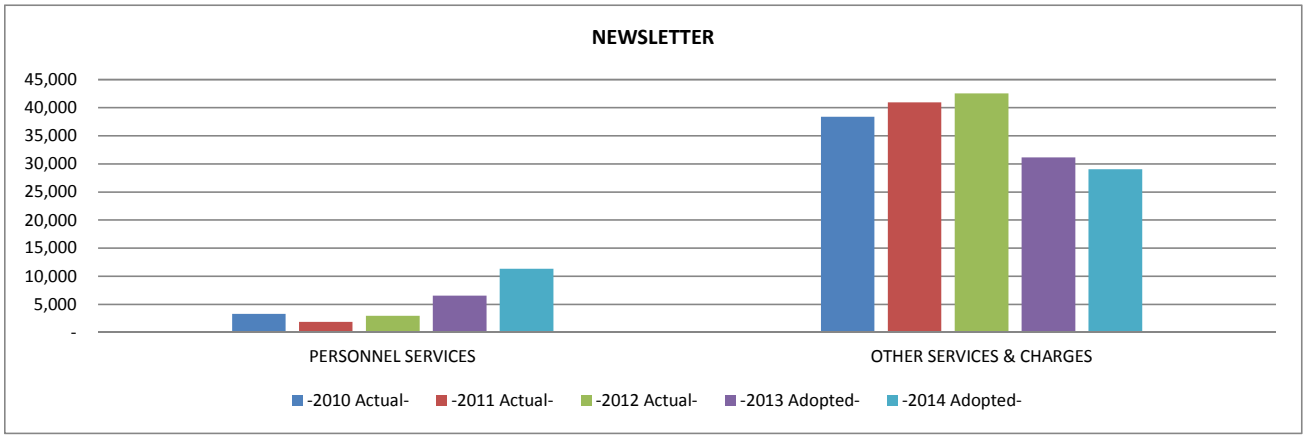
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
Gen. Gov't. Bldgs.					
Building Maintenance	2.50	2.50	2.50	2.00	2.50
Gen Govt Bldgs Total	2.50	2.50	2.50	2.00	2.50
6371 Electric Utilities					
Electric for Municipal Center	91,868	85,527	103,946	92,500	94,300
Electric for city reader sign	-	-	2,000	2,500	2,700
	91,868	85,527	105,946	95,000	97,000
6550 Motor Vehicles					
2012 plow truck (less $2500 trade-in)	-	-	25,865	-	-
	-	-	25,865	-	-
6580 Other Equipment					
2013 Phone system	-	-	-	-	-
2012 plow truck emergency lights	5,983	-	5,844	-	-
	5,983	-	5,844	-	-

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

NEWSLETTER **195**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	3,345	1,923	3,004	6,602	11,374
OTHER SERVICES & CHARGES	38,419	40,975	42,563	31,200	29,050
TOTAL EXPENDITURE BY OBJECT	**41,764**	**42,898**	**45,567**	**37,802**	**40,424**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

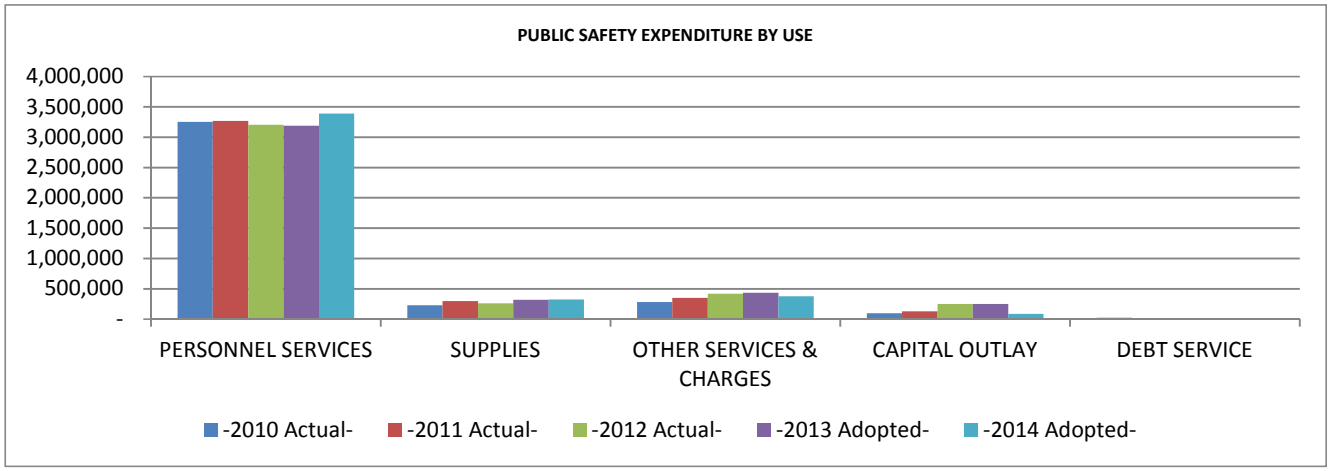
NEWSLETTER **195**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	-	-	1,141	-	9,830
6104 PART TIME-WAGES & SALARIES	2,874	1,636	1,462	5,705	-
TOTAL WAGES AND SALARIES	2,874	1,636	2,603	5,705	9,830
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	219	119	187	414	713
6122 FICA/MEDICARE CONTRIBUTIONS	235	125	197	437	752
6133 WORKERS COMP INSURANCE PREMIUM	17	43	17	46	79
TOTAL EMPLOYER CONTRIBUTIONS	471	287	401	897	1,544
Total PERSONNEL SERVICES	**3,345**	**1,923**	**3,004**	**6,602**	**11,374**
OTHER SERVICES & CHARGES					
COMMUNICATION					
6322 POSTAGE	8,150	7,823	8,099	5,800	6,500
TOTAL COMMUNICATION	8,150	7,823	8,099	5,800	6,500
ADVERTISING AND PUBLISHING					
6352 GENERAL NOTICE & PUBLIC INFOR	29,975	33,152	34,087	25,000	22,000
TOTAL ADVERTISING AND PUBLISHING	29,975	33,152	34,087	25,000	22,000
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	294	-	377	400	550
TOTAL INSURANCE	294	-	377	400	550
Total OTHER SERVICES & CHARGES	**38,419**	**40,975**	**42,563**	**31,200**	**29,050**
TOTAL EXPENDITURES & OTHER FINANCING	**41,764**	**42,898**	**45,567**	**37,802**	**40,424**

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
6352 General Notice & Public Information					
4 full newsletters w/two UB inserts	29,975	33,152	34,087	25,000	22,000
	29,975	33,152	34,087	25,000	22,000

GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC SAFETY					211-280
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT SUMMARY	**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
PERSONNEL SERVICES	3,251,746	3,265,779	3,205,593	3,191,253	3,390,430
SUPPLIES	230,591	298,911	260,587	317,850	321,830
OTHER SERVICES & CHARGES	280,267	348,907	417,715	436,670	374,625
CAPITAL OUTLAY	98,118	126,679	247,743	252,000	87,000
DEBT SERVICE	22,600	19,519	16,191	12,597	8,716
TOTAL EXPENDITURE BY OBJECT	**3,883,322**	**4,059,795**	**4,147,829**	**4,210,370**	**4,182,601**



GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC SAFETY **211-280**

2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	2,234,348	2,241,314	2,132,657	2,140,745	2,289,628
6103	FULL TIME-REGULAR-OVERTIME	81,955	62,549	70,695	75,000	75,000
6104	PART TIME-WAGES & SALARIES	247,509	235,132	237,916	247,170	249,773
6105	TEMPORARY-WAGES & SALARIES	-	105	64	-	12,480
TOTAL WAGES AND SALARIES		2,563,812	2,539,100	2,441,332	2,462,915	2,626,881
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	20,738	6,025	46,971	-	-
TOTAL OTHER GROSS EARNINGS		20,738	6,025	46,971	-	-
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	297,717	304,479	306,606	299,086	327,333
6122	FICA/MEDICARE CONTRIBUTIONS	74,256	71,471	67,633	67,355	80,114
6131	GROUP INSURANCE	225,362	251,787	268,632	282,564	269,236
6132	DISABILITY INSURANCE	1,284	-	-	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	68,577	92,917	74,419	78,033	85,566
TOTAL EMPLOYER CONTRIBUTIONS		667,196	720,654	717,290	728,338	763,549
Total PERSONNEL SERVICES		**3,251,746**	**3,265,779**	**3,205,593**	**3,191,253**	**3,390,430**
SUPPLIES						
OFFICE SUPPLIES						
6204	STATIONERY, ENVELOPES & FORMS	2,396	2,799	3,244	2,550	2,370
6206	FILM, MICROFILM, TAPES, DISKS	414	693	534	1,200	1,130
6207	TRAINING SUPPLIES	2,760	3,214	853	3,000	2,990
6208	MISCELLANEOUS OFFICE SUPPLIES	4,948	4,922	5,232	5,300	5,125
TOTAL OFFICE SUPPLIES		10,518	11,628	9,863	12,050	11,615
OPERATING SUPPLIES						
6223	GASOLINE	75,276	98,574	89,042	95,000	101,500
6225	DIESEL FUEL	3,284	4,587	4,198	7,000	7,000
6227	LUBRICANTS & ADDITIVES	452	1,135	917	1,200	1,185
6229	SHOP MATERIALS	470	735	769	700	700
6231	UNIFORMS & TURN-OUT GEAR	40,460	58,624	48,855	43,000	43,280
6233	BATTERIES	1,002	1,713	768	2,800	2,600
6235	AMMUNITION	5,909	7,077	6,792	7,000	9,500
6237	CRIME SCENE KIT MATERIALS	789	1,000	2,030	1,000	990
6239	FIRST AID SUPPLIES	4,870	4,679	3,701	4,000	3,840
6241	COMMUNITY POLICING SUPPLIES	4,280	6,219	6,315	5,000	4,700
6249	MISCELLANEOUS OPERATING SUPPLY	44,654	50,367	40,449	49,350	47,525
TOTAL OPERATING SUPPLIES		181,446	234,710	203,836	216,050	222,820
REPAIR AND MAINTENANCE SUPPLIES						
6251	BATTERIES	1,634	1,195	671	3,200	2,975
6253	BRAKES	1,027	2,812	2,175	2,500	2,500
6255	TIRES	7,979	9,449	8,617	11,000	10,770
6257	OTHER VEHICLE PARTS	7,903	15,625	11,761	14,000	13,555
6259	BUILDING MAINT/REPAIR SUPPLIES	48	-	-	200	200
6266	SCBA-PARTS	4,357	3,529	7,435	4,500	5,500
6271	SIGN REPAIR MATERIALS	750	-	2,580	3,500	3,420
6275	OTHER EQUIPMENT PARTS	3,096	2,271	1,906	6,500	6,425
TOTAL REPAIR AND MAINTENANCE SUPPLIES		26,794	34,881	35,145	45,400	45,345
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	11,833	17,692	11,743	44,250	41,950
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		11,833	17,692	11,743	44,250	41,950
MERCHANDISE FOR RESALE						
6291	CULVERTS, SIGNS, STREET SUPPLY	-	-	-	100	100
TOTAL MERCHANDISE FOR RESALE		-	-	-	100	100
Total SUPPLIES		**230,591**	**298,911**	**260,587**	**317,850**	**321,830**

GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC SAFETY **211-280**

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6302	AUDITING & ACCOUNTING SERVICES	3,250	3,250	3,300	3,600	3,400
6305	MEDICAL/PSYCHOLOGICAL FEES	4,800	5,805	14	-	-
6315	MISCELLANEOUS PROFESSIONAL SER	53,202	98,003	168,755	141,100	78,000
TOTAL PROFESSIONAL SERVICES		61,252	107,058	172,069	144,700	81,400
COMMUNICATION						
6321	TELEPHONE	5,172	4,755	5,372	4,850	5,000
6322	POSTAGE	1,926	2,155	3,417	3,300	3,400
6323	CELLULAR PHONES	15,186	14,466	9,483	16,000	12,000
TOTAL COMMUNICATION		22,284	21,376	18,272	24,150	20,400
EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	4,079	4,925	5,023	3,950	3,950
6334	MILEAGE REIMBURSEMENT	519	708	435	1,150	1,150
6335	TRAINING	40,136	43,048	36,241	40,000	41,500
TOTAL EMPLOYEE REIMBURSEMENTS		44,734	48,681	41,699	45,100	46,600
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	44,732	48,000	54,991	53,300	63,200
TOTAL INSURANCE		44,732	48,000	54,991	53,300	63,200
UTILITIES						
6371	ELECTRIC UTILITIES	25,709	24,208	26,871	26,200	28,200
6372	WATER/IRRIGATION	74	100	89	100	100
6373	GAS	10,578	11,514	8,807	15,000	14,000
6374	REFUSE/RECYCLING	697	627	662	700	700
TOTAL UTILITIES		37,058	36,449	36,429	42,000	43,000
REPAIRS AND MAINTENANCE - LABOR						
6382	MACHINERY & EQUIPMENT REPAIR	4,571	2,865	8,088	12,500	12,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	700	500
6386	BRAKE REPAIR	-	-	-	1,000	1,000
6387	TIRE MOUNTING & BALANCING	-	-	-	100	100
6388	OTHER VEHICLE REPAIR	19,958	22,603	24,834	31,000	31,000
6389	TOWING SERVICES	-	-	228	3,500	2,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		24,529	25,468	33,150	48,800	47,100
REPAIRS AND MAINTENANCE - CONTRACTS						
6405	OFFICE & DATA PROCESSING EQUIP	2,558	4,164	4,193	6,720	5,705
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		2,558	4,164	4,193	6,720	5,705
RENTALS						
6413	OFFICE EQUIPMENT RENTAL	1,689	4,529	4,562	5,000	4,860
6415	OTHER EQUIPMENT RENTAL	19,501	21,141	24,069	32,000	32,000
TOTAL RENTALS		21,190	25,670	28,631	37,000	36,860
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	4,688	4,267	4,351	4,700	4,700
6452	SUBSCRIPTIONS	810	-	950	250	1,000
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		5,498	4,267	5,301	4,950	5,700
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	146	342	205	1,950	1,950
TOTAL BOOKS AND PAMPHLETS		146	342	205	1,950	1,950
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	16,286	27,432	22,775	28,000	22,710
TOTAL CONTRACTED SERVICES		16,286	27,432	22,775	28,000	22,710
Total OTHER SERVICES & CHARGES		**280,267**	**348,907**	**417,715**	**436,670**	**374,625**

GENERAL FUND 101 - GENERAL GOVERNMENT

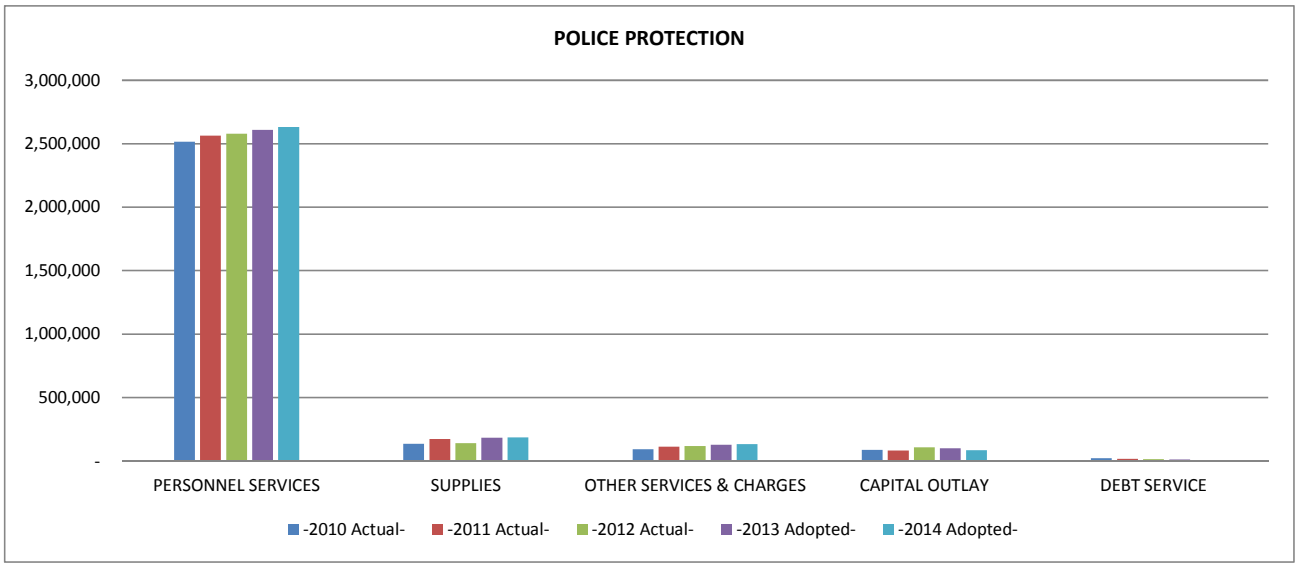
		PUBLIC SAFETY				211-280
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	-	-	130,000	150,000	-
6550	MOTOR VEHICLES	89,628	126,679	110,387	102,000	87,000
6580	OTHER EQUIPMENT	8,490	-	7,356	-	-
TOTAL CAPITAL OUTLAY		98,118	126,679	247,743	252,000	87,000
Total CAPITAL OUTLAY		**98,118**	**126,679**	**247,743**	**252,000**	**87,000**
DEBT SERVICE						
DEBT SERVICE						
6603	OTHER L.T. OBLIGATION PRINCIPA	22,600	19,519	16,191	12,597	8,716
TOTAL DEBT SERVICE		22,600	19,519	16,191	12,597	8,716
Total DEBT SERVICE		**22,600**	**19,519**	**16,191**	**12,597**	**8,716**
TOTAL EXPENDITURES & OTHER FINANCING		**3,883,322**	**4,059,795**	**4,147,829**	**4,210,370**	**4,182,601**

GENERAL FUND 101 - GENERAL GOVERNMENT
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

POLICE PROTECTION **211**

2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	2,517,827	2,564,443	2,580,530	2,610,461	2,634,294
SUPPLIES	135,925	174,931	142,113	183,900	187,600
OTHER SERVICES & CHARGES	94,270	115,365	119,087	130,500	135,060
CAPITAL OUTLAY	89,628	83,669	110,387	102,000	87,000
DEBT SERVICE	22,600	19,519	16,191	12,597	8,716
TOTAL EXPENDITURE BY OBJECT	**2,860,250**	**2,957,927**	**2,968,308**	**3,039,458**	**3,052,670**



GENERAL FUND 101 - GENERAL GOVERNMENT
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

POLICE PROTECTION **211**

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	1,855,548	1,866,461	1,834,088	1,872,528	1,903,177
6103	FULL TIME-REGULAR-OVERTIME	81,856	62,450	70,342	75,000	75,000
6104	PART TIME-WAGES & SALARIES	41,281	43,387	51,569	45,670	48,867
TOTAL WAGES AND SALARIES		1,978,685	1,972,298	1,955,999	1,993,198	2,027,044
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	-	6,025	22,634	-	-
TOTAL OTHER GROSS EARNINGS		-	6,025	22,634	-	-
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	259,757	265,678	271,773	267,365	286,836
6122	FICA/MEDICARE CONTRIBUTIONS	40,308	40,552	42,093	42,016	46,006
6131	GROUP INSURANCE	193,760	216,153	238,147	254,640	219,352
6133	WORKERS COMP INSURANCE PREMIUM	45,317	63,737	49,884	53,242	55,056
TOTAL EMPLOYER CONTRIBUTIONS		539,142	586,120	601,897	617,263	607,250
Total PERSONNEL SERVICES		**2,517,827**	**2,564,443**	**2,580,530**	**2,610,461**	**2,634,294**
SUPPLIES						
OFFICE SUPPLIES						
6204	STATIONERY, ENVELOPES & FORMS	2,096	2,088	2,205	1,800	1,690
6206	FILM, MICROFILM, TAPES, DISKS	414	693	505	1,000	980
6207	TRAINING SUPPLIES	2,760	3,214	853	3,000	2,990
6208	MISCELLANEOUS OFFICE SUPPLIES	3,684	4,063	3,890	4,000	3,910
TOTAL OFFICE SUPPLIES		8,954	10,058	7,453	9,800	9,570
OPERATING SUPPLIES						
6223	GASOLINE	63,015	82,330	71,814	80,000	85,000
6227	LUBRICANTS & ADDITIVES	452	1,135	917	1,200	1,185
6229	SHOP MATERIALS	470	735	769	700	700
6231	UNIFORMS & TURN-OUT GEAR	28,905	36,147	26,037	30,000	28,790
6233	BATTERIES	788	1,713	768	2,300	2,100
6235	AMMUNITION	5,909	7,077	6,792	7,000	9,500
6237	CRIME SCENE KIT MATERIALS	789	1,000	2,030	1,000	990
6239	FIRST AID SUPPLIES	2,909	3,854	2,390	2,500	2,390
6249	MISCELLANEOUS OPERATING SUPPLY	7,875	7,559	4,485	8,000	7,960
TOTAL OPERATING SUPPLIES		111,112	141,550	116,002	132,700	138,615
REPAIR AND MAINTENANCE SUPPLIES						
6251	BATTERIES	636	260	532	1,200	990
6253	BRAKES	1,027	2,812	2,175	2,500	2,500
6255	TIRES	7,979	9,449	8,617	10,000	9,470
6257	OTHER VEHICLE PARTS	5,735	6,857	6,211	6,000	5,830
6259	BUILDING MAINT/REPAIR SUPPLIES	48	-	-	200	200
6275	OTHER EQUIPMENT PARTS	434	383	1,123	500	425
TOTAL REPAIR AND MAINTENANCE SUPPLIES		15,859	19,761	18,658	20,400	19,415
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	-	3,562	-	21,000	20,000
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		-	3,562	-	21,000	20,000
Total SUPPLIES		**135,925**	**174,931**	**142,113**	**183,900**	**187,600**
OTHER SERVICES & CHARGES						

GENERAL FUND 101 - GENERAL GOVERNMENT
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

POLICE PROTECTION **211**

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PROFESSIONAL SERVICES						
6305	MEDICAL/PSYCHOLOGICAL FEES	-	925	14	-	-
6315	MISCELLANEOUS PROFESSIONAL SER	2,453	2,594	6,342	3,000	3,000
TOTAL PROFESSIONAL SERVICES		2,453	3,519	6,356	3,000	3,000
COMMUNICATION						
6321	TELEPHONE	2,852	2,623	3,055	2,500	2,500
6322	POSTAGE	995	1,145	1,264	1,700	1,700
6323	CELLULAR PHONES	7,691	7,296	7,109	7,800	7,800
TOTAL COMMUNICATION		11,538	11,064	11,428	12,000	12,000
EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	3,861	4,392	4,947	3,600	3,600
6334	MILEAGE REIMBURSEMENT	519	503	435	800	800
6335	TRAINING	16,170	22,216	20,060	17,000	20,000
TOTAL EMPLOYEE REIMBURSEMENTS		20,550	27,111	25,442	21,400	24,400
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	25,242	28,000	32,913	30,000	37,000
TOTAL INSURANCE		25,242	28,000	32,913	30,000	37,000
REPAIRS AND MAINTENANCE - LABOR						
6382	MACHINERY & EQUIPMENT REPAIR	193	48	57	500	500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	700	500
6386	BRAKE REPAIR	-	-	-	1,000	1,000
6387	TIRE MOUNTING & BALANCING	-	-	-	100	100
6388	OTHER VEHICLE REPAIR	4,548	4,994	4,541	7,000	7,000
6389	TOWING SERVICES	-	-	228	500	500
TOTAL REPAIRS AND MAINTENANCE - LABOR		4,741	5,042	4,826	9,800	9,600
REPAIRS AND MAINTENANCE - CONTRACTS						
6405	OFFICE & DATA PROCESSING EQUIP	2,558	3,307	3,336	4,800	4,765
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		2,558	3,307	3,336	4,800	4,765
RENTALS						
6413	OFFICE EQUIPMENT RENTAL	1,689	4,529	4,562	5,000	4,860
6415	OTHER EQUIPMENT RENTAL	19,501	21,141	24,069	32,000	32,000
TOTAL RENTALS		21,190	25,670	28,631	37,000	36,860
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	3,153	1,968	2,616	2,500	2,500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		3,153	1,968	2,616	2,500	2,500
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	2,845	9,684	3,539	10,000	4,935
TOTAL CONTRACTED SERVICES		2,845	9,684	3,539	10,000	4,935
Total OTHER SERVICES & CHARGES		**94,270**	**115,365**	**119,087**	**130,500**	**135,060**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6550	MOTOR VEHICLES	89,628	83,669	110,387	102,000	87,000
TOTAL CAPITAL OUTLAY		89,628	83,669	110,387	102,000	87,000
Total CAPITAL OUTLAY		**89,628**	**83,669**	**110,387**	**102,000**	**87,000**
DEBT SERVICE						
DEBT SERVICE						
6603	OTHER L.T. OBLIGATION PRINCIPA	22,600	19,519	16,191	12,597	8,716
TOTAL DEBT SERVICE		22,600	19,519	16,191	12,597	8,716
Total DEBT SERVICE		**22,600**	**19,519**	**16,191**	**12,597**	**8,716**
TOTAL EXPENDITURES & OTHER FINANCING		**2,860,250**	**2,957,927**	**2,968,308**	**3,039,458**	**3,052,670**

GENERAL FUND 101 - GENERAL GOVERNMENT
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

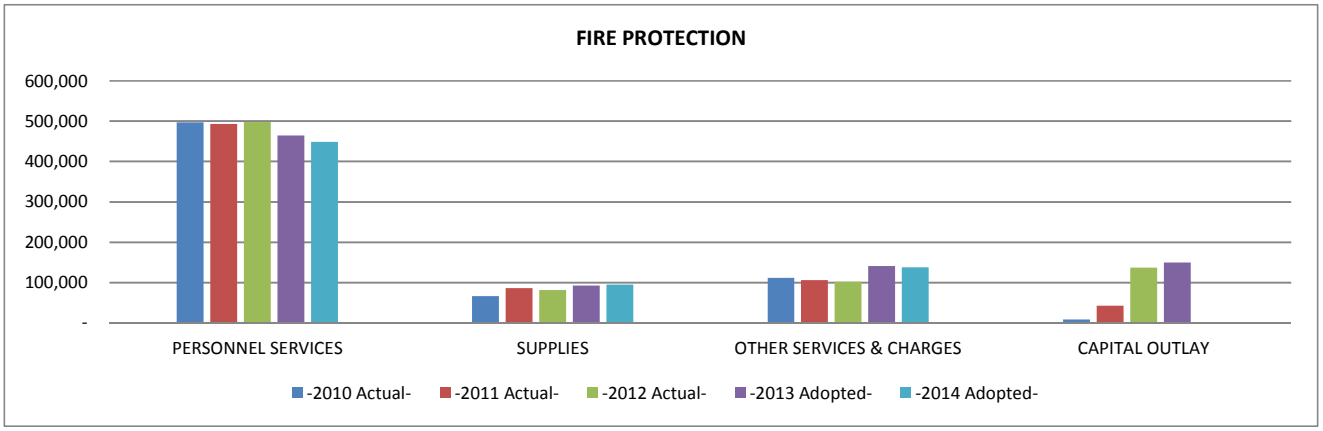
	POLICE PROTECTION				211
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
Police Chief	1.00	1.00	1.00	1.00	1.00
Captain	1.00	1.00	1.00	2.00	2.00
Lieutenant	1.00	1.00	1.00	-	-
Sergeant	4.00	4.00	4.00	4.00	4.00
Patrol Officer	16.00	16.00	16.00	15.00	16.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Crime Prevention Specialist	1.00	1.00	1.00	1.00	1.00
Clerical/Support Personnel	3.00	3.00	3.00	3.00	3.00
Code Enforcement Intern	-	-	0.50	-	0.50
Police Total	28.00	28.00	28.50	27.00	28.50
6281 Small Tools and Minor Equipment					
Equipment for Vehicles (Not Squads)	-	-	-	12,000	-
Computer Replacement (3 Laptops)	-	-	-	6,000	-
Misc	-	3,562	-	3,000	20,000
	-	3,562	-	21,000	20,000
6335 Training					
St. Cloud Driving School					
First Responder Course (initial and refresher)					
County Shoots					
County Attorney Updates					
Officer Post requirements					
Other miscellaneous seminars and training.					
	16,170	22,216	20,060	17,000	20,000
6415 Other Equipment					
MC quarterly charges/Visions Mobile Dispatch CDPD.					
800 MHz Radio					
Intertec CJDN Access					
GPS Wireless modem					
Crabtree/Netmotion/CDPG					
	19,501	21,141	24,069	32,000	32,000
6451 Dues					
MCPA - MN Chief - Local					
Post Board					
Anoka County Chiefs Association					
P.O.S.T License Renewals					
	3,153	1,968	2,616	2,500	2,500
6489 Other Contracted Services					
Alarm Monitoring					
Pawn Shop Transactions					
Citywide Hazmat Disposal & OSHA regulation					
Misc.					
	2,845	9,684	3,539	10,000	4,935

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

FIRE PROTECTION					220
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	497,048	493,200	497,664	464,367	448,301
SUPPLIES	66,803	86,383	81,317	92,650	94,695
OTHER SERVICES & CHARGES	111,447	105,781	101,954	141,420	138,015
CAPITAL OUTLAY	8,490	43,010	137,356	150,000	-
TOTAL EXPENDITURE BY OBJECT	**683,788**	**728,374**	**818,291**	**848,437**	**681,011**



GENERAL FUND 101 - GENERAL GOVERNMENT
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

FIRE PROTECTION **220**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	206,890	210,324	198,008	177,089	163,404
6103 FULL TIME-REGULAR-OVERTIME	99	99	134	-	-
6104 PART TIME-WAGES & SALARIES	206,228	191,745	186,347	201,500	200,906
6105 TEMPORARY-WAGES & SALARIES	-	-	64	-	-
TOTAL WAGES AND SALARIES	413,217	402,168	384,553	378,589	364,310
OTHER GROSS EARNINGS					
6108 SEVERANCE PAY	-	-	24,337	-	-
TOTAL OTHER GROSS EARNINGS	-	-	24,337	-	-
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	25,811	27,005	27,730	25,114	24,550
6122 FICA/MEDICARE CONTRIBUTIONS	20,173	18,631	17,608	18,368	16,090
6131 GROUP INSURANCE	17,448	19,571	21,711	19,104	16,476
6132 DISABILITY INSURANCE	1,284	-	-	1,300	1,300
6133 WORKERS COMP INSURANCE PREMIUM	19,115	25,825	21,725	21,892	25,575
TOTAL EMPLOYER CONTRIBUTIONS	83,831	91,032	88,774	85,778	83,991
Total PERSONNEL SERVICES	**497,048**	**493,200**	**497,664**	**464,367**	**448,301**
SUPPLIES					
OFFICE SUPPLIES					
6206 FILM, MICROFILM, TAPES, DISKS	-	-	-	150	100
6208 MISCELLANEOUS OFFICE SUPPLIES	988	675	1,139	1,000	930
TOTAL OFFICE SUPPLIES	988	675	1,139	1,150	1,030
OPERATING SUPPLIES					
6223 GASOLINE	10,068	13,691	14,536	13,000	14,500
6225 DIESEL FUEL	3,284	4,587	4,198	7,000	7,000
6231 UNIFORMS & TURN-OUT GEAR	11,555	22,477	22,818	13,000	14,490
6233 BATTERIES	214	-	-	500	500
6239 FIRST AID SUPPLIES	1,961	825	1,311	1,500	1,450
6249 MISCELLANEOUS OPERATING SUPPLY	18,920	18,220	12,454	18,000	17,500
TOTAL OPERATING SUPPLIES	46,002	59,800	55,317	53,000	55,440
REPAIR AND MAINTENANCE SUPPLIES					
6255 TIRES	-	-	-	1,000	1,300
6257 OTHER VEHICLE PARTS	2,168	8,309	5,550	8,000	7,725
6266 SCBA-PARTS	4,357	3,529	7,435	4,500	5,500
6275 OTHER EQUIPMENT PARTS	1,484	342	133	2,000	2,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES	8,009	12,180	13,118	15,500	16,525
SMALL TOOLS AND MINOR EQUIPMENT					
6281 SMALL TOOLS & MINOR EQUIPMENT	11,804	13,728	11,743	23,000	21,700
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	11,804	13,728	11,743	23,000	21,700
Total SUPPLIES	**66,803**	**86,383**	**81,317**	**92,650**	**94,695**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6302 AUDITING & ACCOUNTING SERVICES	3,250	3,250	3,300	3,600	3,400
6305 MEDICAL/PSYCHOLOGICAL FEES	4,800	4,880	-	-	-
6315 MISCELLANEOUS PROFESSIONAL SER	-	-	-	15,000	15,000
TOTAL PROFESSIONAL SERVICES	8,050	8,130	3,300	18,600	18,400
COMMUNICATION					
6321 TELEPHONE	1,828	1,680	1,790	1,850	2,000
6322 POSTAGE	315	341	430	400	500
6323 CELLULAR PHONES	6,314	6,086	2,202	7,000	3,000
TOTAL COMMUNICATION	8,457	8,107	4,422	9,250	5,500
EMPLOYEE REIMBURSEMENTS					
6335 TRAINING	21,353	17,436	14,968	22,000	20,000
TOTAL EMPLOYEE REIMBURSEMENTS	21,353	17,436	14,968	22,000	20,000

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

FIRE PROTECTION **220**

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	17,015	14,500	19,008	20,000	22,000
TOTAL INSURANCE		17,015	14,500	19,008	20,000	22,000
UTILITIES						
6371	ELECTRIC UTILITIES	18,107	18,600	20,514	19,000	21,000
6372	WATER/IRRIGATION	74	100	89	100	100
6373	GAS	10,578	11,514	8,807	15,000	14,000
6374	REFUSE/RECYCLING	697	627	662	700	700
TOTAL UTILITIES		29,456	30,841	30,072	34,800	35,800
REPAIRS AND MAINTENANCE - LABOR						
6388	OTHER VEHICLE REPAIR	15,410	17,609	20,293	24,000	24,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		15,410	17,609	20,293	24,000	24,000
REPAIRS AND MAINTENANCE - CONTRACTS						
6405	OFFICE & DATA PROCESSING EQUIP	-	857	857	1,920	940
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		-	857	857	1,920	940
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	1,340	1,660	1,150	1,600	1,600
6452	SUBSCRIPTIONS	810	-	950	250	1,000
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		2,150	1,660	2,100	1,850	2,600
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	-	342	-	1,000	1,000
TOTAL BOOKS AND PAMPHLETS		-	342	-	1,000	1,000
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	9,556	6,299	6,934	8,000	7,775
TOTAL CONTRACTED SERVICES		9,556	6,299	6,934	8,000	7,775
Total OTHER SERVICES & CHARGES		**111,447**	**105,781**	**101,954**	**141,420**	**138,015**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	-	-	130,000	150,000	-
6550	MOTOR VEHICLES	-	43,010	-	-	-
6580	OTHER EQUIPMENT	8,490	-	7,356	-	-
TOTAL CAPITAL OUTLAY		8,490	43,010	137,356	150,000	-
Total CAPITAL OUTLAY		**8,490**	**43,010**	**137,356**	**150,000**	**-**
TOTAL EXPENDITURES & OTHER FINANCING		**683,788**	**728,374**	**818,291**	**848,437**	**681,011**

PERSONNEL COMPLEMENT						
Fire Chief		1.00	1.00	1.00	1.00	1.00
Fire Secretary		1.00	1.00	1.00	-	-
Fire Inspector		1.00	1.00	-	-	-
Fire Marshall		-	-	1.00	1.00	1.00
Firefighters		7.58	7.58	7.58	7.58	7.58
	Fire Total	10.58	10.58	10.58	9.58	9.58

6315 Miscellanous Professional Service						
Consultant for joint fire service venture		-	-	-	15,000	15,000
		-	-	-	15,000	15,000

6540 Heavy Machinery						
Tanker truck (less $20,000 trade-in)		-	-	130,000	150,000	-
Two-year payment schedule						
		-	-	130,000	150,000	-

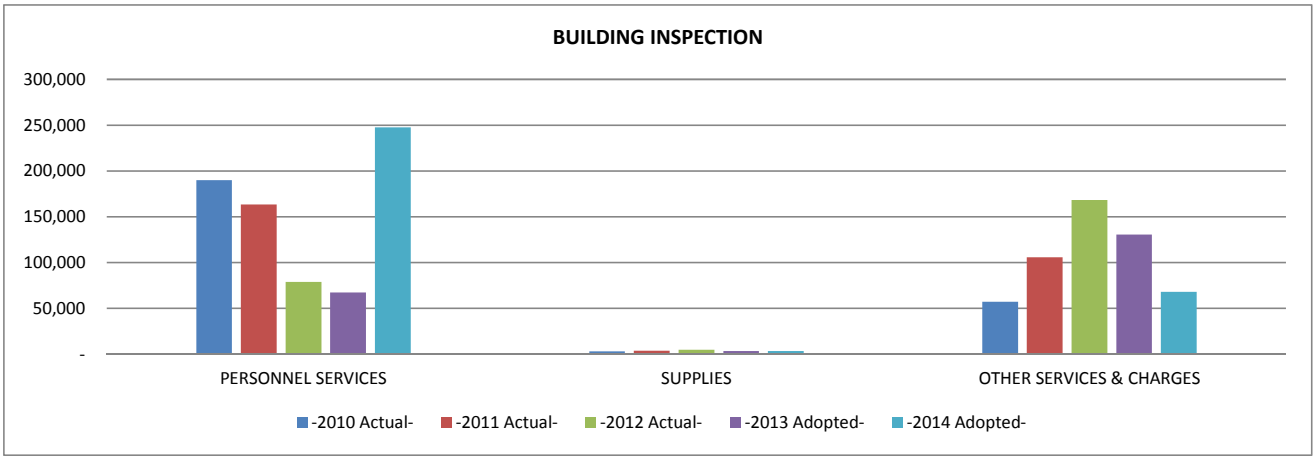
6580 Other Equipment						
2012 Zodiak Rescue Boat				7,356	-	-
		8,490	-	7,356	-	-

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

BUILDING INSPECTION 240

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	189,979	163,666	78,973	67,438	247,868
SUPPLIES	3,436	3,928	5,154	3,800	3,680
OTHER SERVICES & CHARGES	57,445	106,026	168,571	130,900	68,300
TOTAL EXPENDITURE BY OBJECT	**250,860**	**273,620**	**252,698**	**202,138**	**319,848**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

BUILDING INSPECTION 240

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	132,922	127,806	60,702	50,666	173,661
6103 FULL TIME-REGULAR-OVERTIME	-	-	219	-	-
6105 TEMPORARY-WAGES & SALARIES	-	-	-	-	12,480
TOTAL WAGES AND SALARIES	132,922	127,806	60,921	50,666	186,141
OTHER GROSS EARNINGS					
6108 SEVERANCE PAY	20,738	-	-	-	-
TOTAL OTHER GROSS EARNINGS	20,738	-	-	-	-
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	9,425	9,266	4,047	3,673	12,590
6122 FICA/MEDICARE CONTRIBUTIONS	10,810	9,677	4,947	3,876	14,240
6131 GROUP INSURANCE	14,154	16,063	8,774	8,820	33,408
6133 WORKERS COMP INSURANCE PREMIUM	1,930	854	284	403	1,489
TOTAL EMPLOYER CONTRIBUTIONS	36,319	35,860	18,052	16,772	61,727
Total PERSONNEL SERVICES	**189,979**	**163,666**	**78,973**	**67,438**	**247,868**
SUPPLIES					
OFFICE SUPPLIES					
6204 STATIONERY, ENVELOPES & FORMS	300	460	1,039	500	430
6208 MISCELLANEOUS OFFICE SUPPLIES	276	184	203	300	285
TOTAL OFFICE SUPPLIES	576	644	1,242	800	715
OPERATING SUPPLIES					
6223 GASOLINE	2,193	2,553	2,692	2,000	2,000
6249 MISCELLANEOUS OPERATING SUPPLY	667	272	1,220	1,000	965
TOTAL OPERATING SUPPLIES	2,860	2,825	3,912	3,000	2,965
REPAIR AND MAINTENANCE SUPPLIES					
6257 OTHER VEHICLE PARTS	-	459	-	-	-
TOTAL REPAIR AND MAINTENANCE SUPPLIES	-	459	-	-	-
Total SUPPLIES	**3,436**	**3,928**	**5,154**	**3,800**	**3,680**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315 MISCELLANEOUS PROFESSIONAL SER	50,749	95,409	162,413	123,100	60,000
TOTAL PROFESSIONAL SERVICES	50,749	95,409	162,413	123,100	60,000
COMMUNICATION					
6321 TELEPHONE	492	452	527	500	500
6322 POSTAGE	501	586	1,651	1,000	1,000
6323 CELLULAR PHONES	1,181	1,084	172	1,200	1,200
TOTAL COMMUNICATION	2,174	2,122	2,350	2,700	2,700
EMPLOYEE REIMBURSEMENTS					
6334 MILEAGE REIMBURSEMENT	-	205	-	350	350
6335 TRAINING	2,353	3,246	801	1,000	1,000
TOTAL EMPLOYEE REIMBURSEMENTS	2,353	3,451	801	1,350	1,350
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	1,873	4,500	2,262	2,500	3,000
TOTAL INSURANCE	1,873	4,500	2,262	2,500	3,000
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451 MEMBERSHIP DUES	150	544	540	500	500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	150	544	540	500	500
BOOKS AND PAMPHLETS					
6471 BOOKS & PAMPHLETS	146	-	205	750	750
TOTAL BOOKS AND PAMPHLETS	146	-	205	750	750
Total OTHER SERVICES & CHARGES	**57,445**	**106,026**	**168,571**	**130,900**	**68,300**
TOTAL EXPENDITURES & OTHER FINANCING	**250,860**	**273,620**	**252,698**	**202,138**	**319,848**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

BUILDING INSPECTION 240

PERSONNEL COMPLEMENT	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
Building Official	1.00	1.00	1.00	-	1.00
Building Inspections Intern	-	-	-	-	0.50
Permit Technician	1.00	1.00	1.00	1.00	1.00
Inspectors	1.00	-	-	-	0.75
Building Inspection Total	3.00	2.00	2.00	1.00	3.25

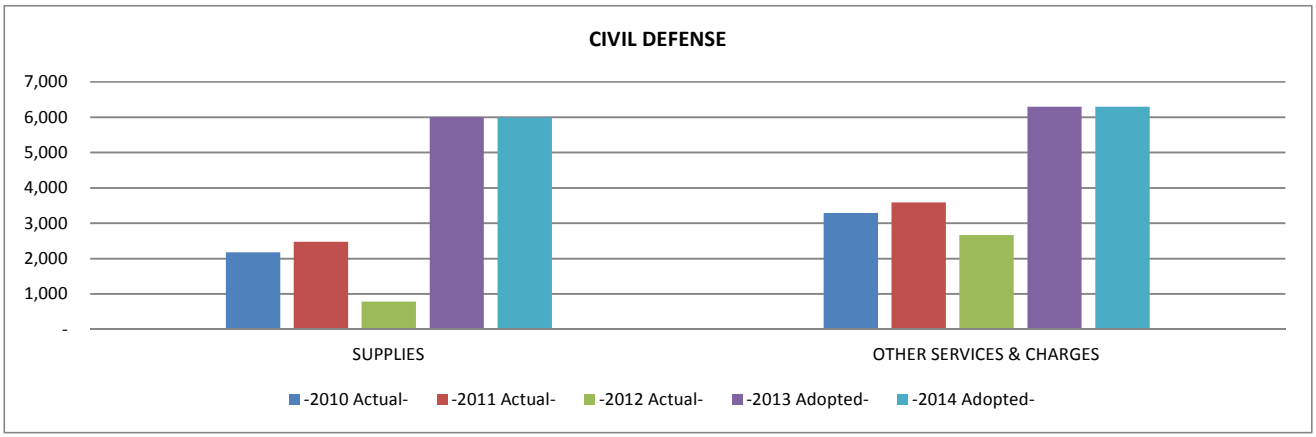
6315 Miscellaneous Professional Services					
Electrical Inspection Contract	-	-	31,138	30,000	30,000
Building Inspection Contract	50,749	95,409	131,275	93,100	30,000
	50,749	95,409	162,413	123,100	60,000

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

CIVIL DEFENSE **250**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
SUPPLIES	2,176	2,481	789	6,000	5,985
OTHER SERVICES & CHARGES	3,292	3,586	2,663	6,300	6,300
TOTAL EXPENDITURE BY OBJECT	**5,468**	**6,067**	**3,452**	**12,300**	**12,285**



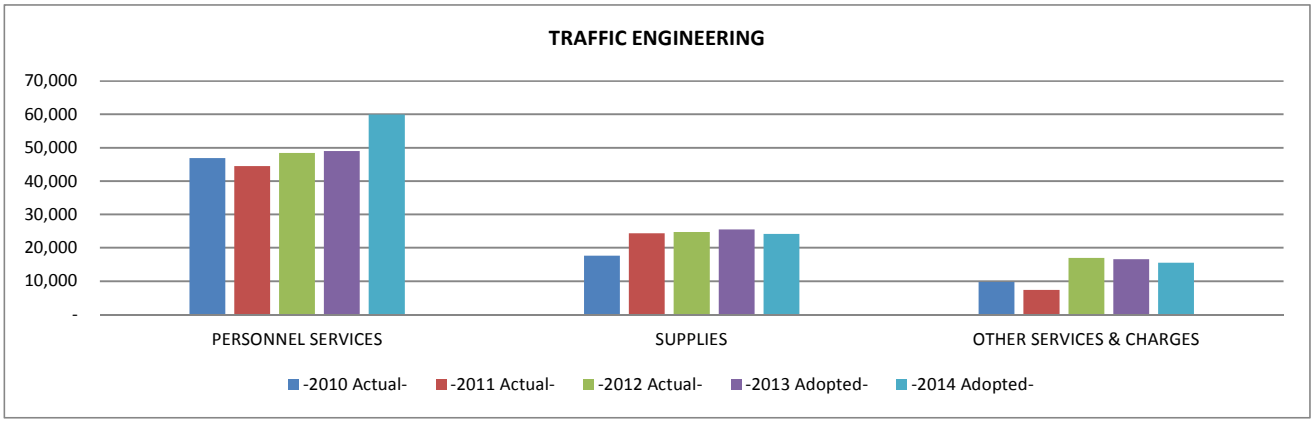
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
SUPPLIES					
REPAIR AND MAINTENANCE SUPPLIES					
6251 BATTERIES	998	935	139	2,000	1,985
6275 OTHER EQUIPMENT PARTS	1,178	1,546	650	4,000	4,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES	2,176	2,481	789	6,000	5,985
Total SUPPLIES	**2,176**	**2,481**	**789**	**6,000**	**5,985**
OTHER SERVICES & CHARGES					
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	63	300	29	100	100
TOTAL INSURANCE	63	300	29	100	100
UTILITIES					
6371 ELECTRIC UTILITIES	1,091	1,176	1,089	1,200	1,200
TOTAL UTILITIES	1,091	1,176	1,089	1,200	1,200
REPAIRS AND MAINTENANCE - LABOR					
6382 MACHINERY & EQUIPMENT REPAIR	2,138	2,110	1,545	5,000	5,000
TOTAL REPAIRS AND MAINTENANCE - LABOR	2,138	2,110	1,545	5,000	5,000
Total OTHER SERVICES & CHARGES	**3,292**	**3,586**	**2,663**	**6,300**	**6,300**
TOTAL EXPENDITURES & OTHER FINANCING	**5,468**	**6,067**	**3,452**	**12,300**	**12,285**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

TRAFFIC ENGINEERING 260

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	46,892	44,470	48,426	48,987	59,967
SUPPLIES	17,644	24,316	24,767	25,500	24,170
OTHER SERVICES & CHARGES	9,756	7,353	17,007	16,600	15,500
TOTAL EXPENDITURE BY OBJECT	**74,292**	**76,139**	**90,200**	**91,087**	**99,637**



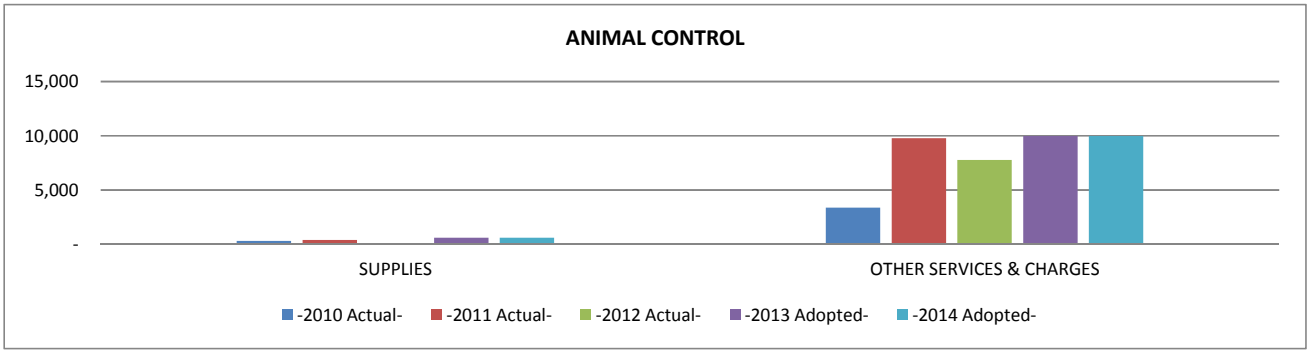
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	38,988	36,723	39,859	40,462	49,386
6105 TEMPORARY-WAGES & SALARIES	-	105	-	-	-
TOTAL WAGES AND SALARIES	38,988	36,828	39,859	40,462	49,386
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	2,724	2,530	3,056	2,934	3,357
6122 FICA/MEDICARE CONTRIBUTIONS	2,965	2,611	2,985	3,095	3,778
6133 WORKERS COMP INSURANCE PREMIUM	2,215	2,501	2,526	2,496	3,446
TOTAL EMPLOYER CONTRIBUTIONS	7,904	7,642	8,567	8,525	10,581
Total PERSONNEL SERVICES	**46,892**	**44,470**	**48,426**	**48,987**	**59,967**
SUPPLIES					
OPERATING SUPPLIES					
6249 MISCELLANEOUS OPERATING SUPPLY	16,894	24,316	22,187	22,000	20,750
TOTAL OPERATING SUPPLIES	16,894	24,316	22,187	22,000	20,750
REPAIR AND MAINTENANCE SUPPLIES					
6271 SIGN REPAIR MATERIALS	750	-	2,580	3,500	3,420
TOTAL REPAIR AND MAINTENANCE SUPPLIES	750	-	2,580	3,500	3,420
Total SUPPLIES	**17,644**	**24,316**	**24,767**	**25,500**	**24,170**
OTHER SERVICES & CHARGES					
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	505	550	721	600	1,000
TOTAL INSURANCE	505	550	721	600	1,000
UTILITIES					
6371 ELECTRIC UTILITIES	6,511	4,432	5,268	6,000	6,000
TOTAL UTILITIES	6,511	4,432	5,268	6,000	6,000
REPAIRS AND MAINTENANCE - LABOR					
6382 MACHINERY & EQUIPMENT REPAIR	2,240	707	6,486	7,000	7,000
6389 TOWING SERVICES	-	-	-	3,000	1,500
TOTAL REPAIRS AND MAINTENANCE - LABOR	2,240	707	6,486	10,000	8,500
CONTRACTED SERVICES					
6489 OTHER CONTRACTED SERVICES	500	1,664	4,532	-	-
TOTAL CONTRACTED SERVICES	500	1,664	4,532	-	-
Total OTHER SERVICES & CHARGES	**9,756**	**7,353**	**17,007**	**16,600**	**15,500**
TOTAL EXPENDITURES & OTHER FINANCING	**74,292**	**76,139**	**90,200**	**91,087**	**99,637**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ANIMAL CONTROL	270

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
SUPPLIES	327	402	103	600	600
OTHER SERVICES & CHARGES	3,385	9,785	7,770	10,000	10,000
TOTAL EXPENDITURE BY OBJECT	**3,712**	**10,187**	**7,873**	**10,600**	**10,600**



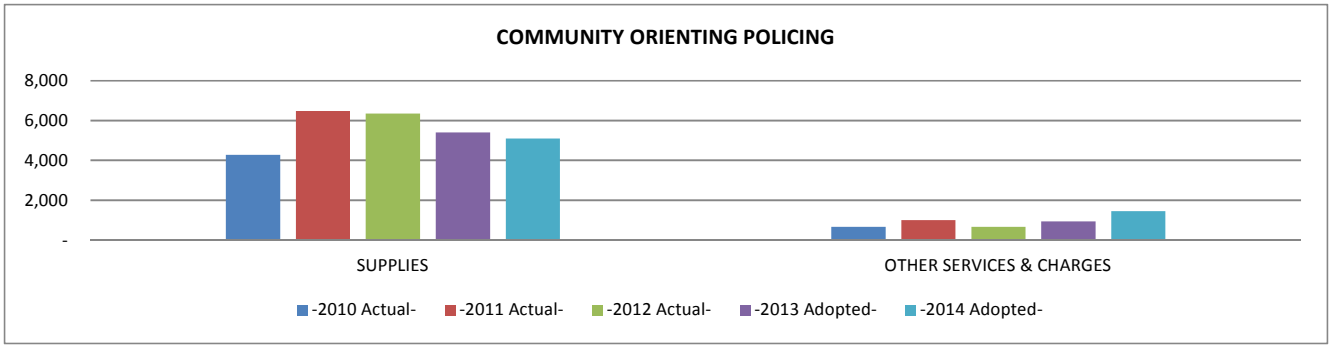
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
SUPPLIES					
OPERATING SUPPLIES					
6249 MISCELLANEOUS OPERATING SUPPLY	298	-	103	350	350
TOTAL OPERATING SUPPLIES	298	-	103	350	350
SMALL TOOLS AND MINOR EQUIPMENT					
6281 SMALL TOOLS & MINOR EQUIPMENT	29	402	-	250	250
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	29	402	-	250	250
Total SUPPLIES	**327**	**402**	**103**	**600**	**600**
OTHER SERVICES & CHARGES					
CONTRACTED SERVICES					
6489 OTHER CONTRACTED SERVICES	3,385	9,785	7,770	10,000	10,000
TOTAL CONTRACTED SERVICES	3,385	9,785	7,770	10,000	10,000
Total OTHER SERVICES & CHARGES	**3,385**	**9,785**	**7,770**	**10,000**	**10,000**
TOTAL EXPENDITURES & OTHER FINANCING	**3,712**	**10,187**	**7,873**	**10,600**	**10,600**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

COMMUNITY ORIENTING POLICING 280

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
SUPPLIES	4,280	6,470	6,344	5,400	5,100
OTHER SERVICES & CHARGES	672	1,011	663	950	1,450
TOTAL EXPENDITURE BY OBJECT	**4,952**	**7,481**	**7,007**	**6,350**	**6,550**

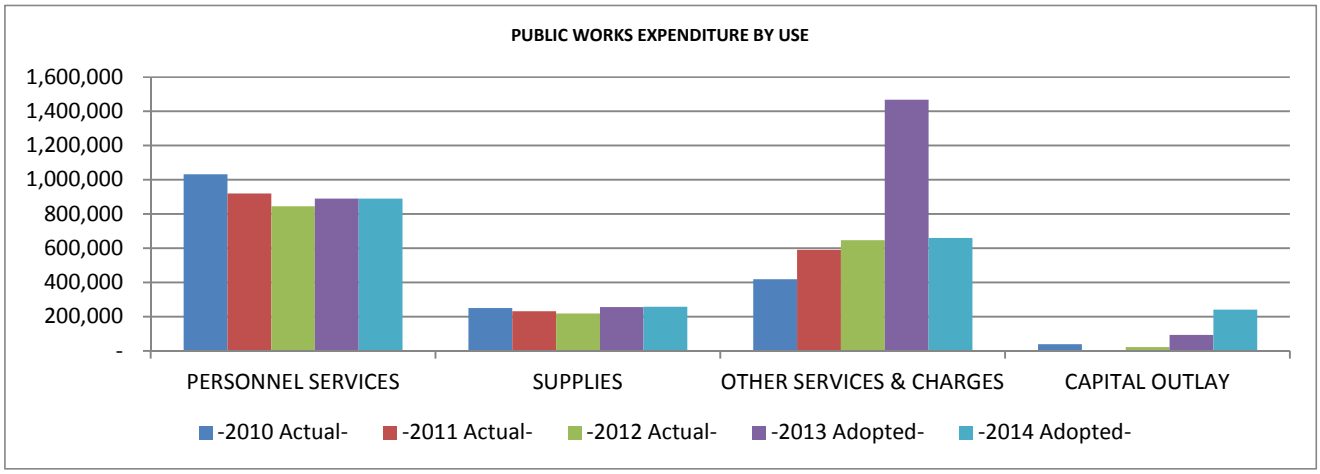


EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
SUPPLIES					
OFFICE SUPPLIES					
6204 STATIONERY, ENVELOPES & FORMS	-	251	-	250	250
6206 FILM, MICROFILM, TAPES, DISKS	-	-	29	50	50
TOTAL OFFICE SUPPLIES	-	251	29	300	300
OPERATING SUPPLIES					
6241 COMMUNITY POLICING SUPPLIES	4,280	6,219	6,315	5,000	4,700
TOTAL OPERATING SUPPLIES	4,280	6,219	6,315	5,000	4,700
MERCHANDISE FOR RESALE					
6291 CULVERTS, SIGNS, STREET SUPPLY	-	-	-	100	100
TOTAL MERCHANDISE FOR RESALE	-	-	-	100	100
Total SUPPLIES	**4,280**	**6,470**	**6,344**	**5,400**	**5,100**
OTHER SERVICES & CHARGES					
COMMUNICATION					
6322 POSTAGE	115	83	72	200	200
TOTAL COMMUNICATION	115	83	72	200	200
EMPLOYEE REIMBURSEMENTS					
6331 TRAVEL & LODGING	218	533	76	350	350
6335 TRAINING	260	150	412	-	500
TOTAL EMPLOYEE REIMBURSEMENTS	478	683	488	350	850
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	34	150	58	100	100
TOTAL INSURANCE	34	150	58	100	100
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451 MEMBERSHIP DUES	45	95	45	100	100
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	45	95	45	100	100
BOOKS AND PAMPHLETS					
6471 BOOKS & PAMPHLETS	-	-	-	200	200
TOTAL BOOKS AND PAMPHLETS	-	-	-	200	200
Total OTHER SERVICES & CHARGES	**672**	**1,011**	**663**	**950**	**1,450**
TOTAL EXPENDITURES & OTHER FINANCING	**4,952**	**7,481**	**7,007**	**6,350**	**6,550**

GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC WORKS					301-312
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	1,032,622	920,655	844,219	890,531	889,687
SUPPLIES	250,866	232,556	218,559	256,900	258,015
OTHER SERVICES & CHARGES	418,491	591,331	646,427	1,467,250	660,045
CAPITAL OUTLAY	40,016	-	22,371	94,000	241,100
TOTAL EXPENDITURE BY OBJECT	**1,741,995**	**1,744,542**	**1,731,576**	**2,708,681**	**2,048,847**



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	709,170	595,404	533,780	544,218	596,424
6103	FULL TIME-REGULAR-OVERTIME	41,014	36,300	26,284	36,000	33,000
6104	PART TIME-WAGES & SALARIES	-	94	-	-	-
6105	TEMPORARY-WAGES & SALARIES	1,947	30,833	11,578	21,875	14,875
TOTAL WAGES AND SALARIES		752,131	662,631	571,642	602,093	644,299
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	27,105	-	22,591	-	-
TOTAL OTHER GROSS EARNINGS		27,105	-	22,591	-	-
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	53,238	46,237	42,495	42,040	45,633
6122	FICA/MEDICARE CONTRIBUTIONS	52,630	46,842	42,880	50,155	50,348
6131	GROUP INSURANCE	122,057	134,602	141,305	170,556	115,361
6133	WORKERS COMP INSURANCE PREMIUM	25,461	30,343	23,306	25,687	34,046
TOTAL EMPLOYER CONTRIBUTIONS		253,386	258,024	249,986	288,438	245,388
Total PERSONNEL SERVICES		**1,032,622**	**920,655**	**844,219**	**890,531**	**889,687**
SUPPLIES						
OFFICE SUPPLIES						
6205	DRAFTING SUPPLIES	514	-	-	1,000	500
6208	MISCELLANEOUS OFFICE SUPPLIES	654	1,474	498	3,800	1,775
TOTAL OFFICE SUPPLIES		1,168	1,474	498	4,800	2,275
OPERATING SUPPLIES						
6221	CLEANING SUPPLIES	-	-	-	200	200
6223	GASOLINE	9,262	16,328	11,997	14,500	16,000
6225	DIESEL FUEL	44,200	46,220	37,823	43,000	43,525
6227	LUBRICANTS & ADDITIVES	3,400	2,660	1,745	4,300	4,300

GENERAL FUND 101 - GENERAL GOVERNMENT

		PUBLIC WORKS				301-312
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
6229	SHOP MATERIALS	3,230	3,746	3,424	4,500	4,225
6231	UNIFORMS & TURN-OUT GEAR	2,354	2,261	2,329	3,000	3,150
6249	MISCELLANEOUS OPERATING SUPPLY	7,397	8,428	6,793	9,000	8,465
TOTAL OPERATING SUPPLIES		69,843	79,643	64,111	78,500	79,865
REPAIR AND MAINTENANCE SUPPLIES						
6257	OTHER VEHICLE PARTS	37,605	46,429	39,217	40,000	43,845
6259	BUILDING MAINT/REPAIR SUPPLIES	3,322	2,594	2,661	4,000	3,980
6261	SAND & GRAVEL	1,980	3,110	3,377	4,000	3,765
6263	SALT	109,785	71,413	77,693	84,000	82,905
6265	ASPHALT	7,136	15,862	13,073	15,000	15,475
6267	OTHER STREET MAINTENANCE SUPPL	2,608	5,155	6,318	5,000	5,625
6269	LANDSCAPE MATERIALS	6,019	3,554	7,118	8,000	7,500
6275	OTHER EQUIPMENT PARTS	-	-	-	1,000	500
TOTAL REPAIR AND MAINTENANCE SUPPLIES		168,455	148,117	149,457	161,000	163,595
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	11,400	3,322	4,493	12,600	12,280
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		11,400	3,322	4,493	12,600	12,280
Total SUPPLIES		**250,866**	**232,556**	**218,559**	**256,900**	**258,015**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6315	MISCELLANEOUS PROFESSIONAL SER	14,158	32,078	71,421	29,500	35,000
TOTAL PROFESSIONAL SERVICES		14,158	32,078	71,421	29,500	35,000
COMMUNICATION						
6321	TELEPHONE	2,438	1,623	1,909	2,400	2,100
6322	POSTAGE	960	490	427	1,100	1,100
6323	CELLULAR PHONES	6,063	7,543	5,572	7,500	7,200
TOTAL COMMUNICATION		9,461	9,656	7,908	11,000	10,400

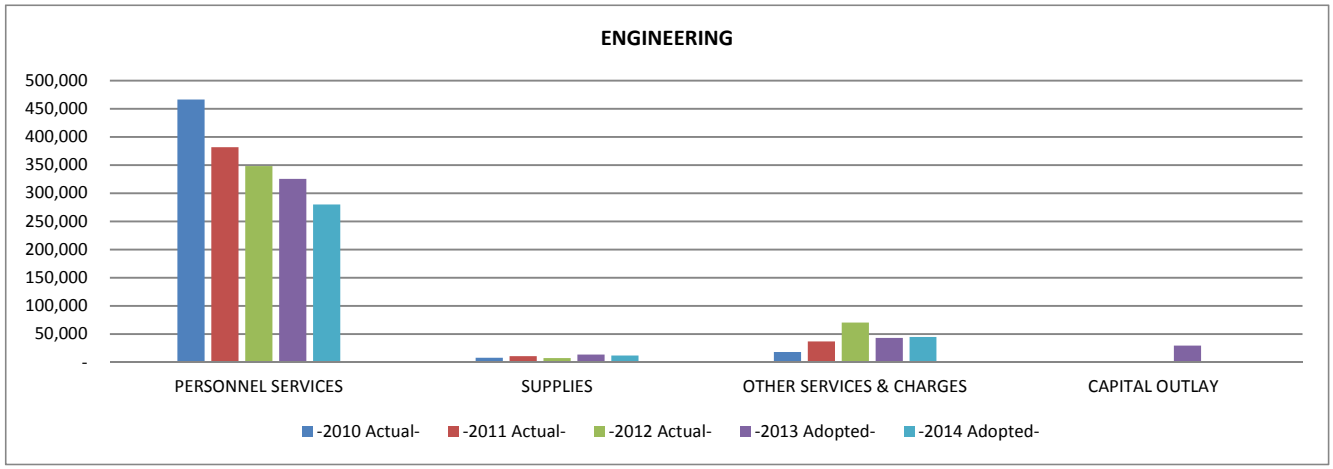
GENERAL FUND 101 - GENERAL GOVERNMENT

		PUBLIC WORKS				301-312
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	-	37	-	1,000	500
6335	TRAINING	2,980	5,176	5,382	9,000	8,500
TOTAL EMPLOYEE REIMBURSEMENTS		2,980	5,213	5,382	10,000	9,000
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	27,111	25,700	31,648	31,500	34,700
TOTAL INSURANCE		27,111	25,700	31,648	31,500	34,700
UTILITIES						
6371	ELECTRIC UTILITIES	8,892	8,348	5,870	9,200	9,200
6372	WATER/IRRIGATION	531	500	544	500	500
6373	GAS	5,012	5,745	3,607	8,650	8,650
6374	REFUSE/RECYCLING	1,826	1,624	988	2,200	2,200
TOTAL UTILITIES		16,261	16,217	11,009	20,550	20,550
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	6,737	12,006	3,328	7,000	8,000
6382	MACHINERY & EQUIPMENT REPAIR	(1,105)	316	-	2,000	3,000
6387	TIRE MOUNTING & BALANCING	399	60	-	400	400
6388	OTHER VEHICLE REPAIR	3,168	3,822	10,635	8,000	12,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		9,199	16,204	13,963	17,400	23,400
REPAIRS AND MAINTENANCE - CONTRACTS						
6404	MACHINERY & EQUIPMENT	1,211	1,208	1,226	1,500	1,415
6405	OFFICE & DATA PROCESSING EQUIP	-	-	-	3,500	2,200
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		1,211	1,208	1,226	5,000	3,615
RENTALS						
6415	OTHER EQUIPMENT RENTAL	3,279	4,700	4,849	3,000	4,660
6416	MACHINERY RENTAL	283	-	-	-	-
6417	UNIFORM RENTAL	3,981	3,464	4,021	4,500	4,220
TOTAL RENTALS		7,543	8,164	8,870	7,500	8,880
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	1,645	995	500	2,000	1,400
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		1,645	995	500	2,000	1,400
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	-	-	-	300	500
TOTAL BOOKS AND PAMPHLETS		-	-	-	300	500
CONTRACTED SERVICES						
6488	STREET MAINTENANCE CONTRACT	326,247	475,709	494,500	1,327,500	500,000
6489	OTHER CONTRACTED SERVICES	2,675	187	-	5,000	12,600
TOTAL CONTRACTED SERVICES		328,922	475,896	494,500	1,332,500	512,600
Total OTHER SERVICES & CHARGES		**418,491**	**591,331**	**646,427**	**1,467,250**	**660,045**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	40,016	-	-	49,000	241,100
6580	OTHER EQUIPMENT	-	-	22,371	45,000	-
TOTAL CAPITAL OUTLAY		40,016	-	22,371	94,000	241,100
Total CAPITAL OUTLAY		**40,016**	**-**	**22,371**	**94,000**	**241,100**
TOTAL EXPENDITURES & OTHER FINANCING		**1,741,995**	**1,744,542**	**1,731,576**	**2,708,681**	**2,048,847**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ENGINEERING					301
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT SUMMARY	**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
PERSONNEL SERVICES	466,516	381,762	348,014	325,261	280,239
SUPPLIES	8,008	11,025	7,765	14,100	12,410
OTHER SERVICES & CHARGES	18,572	37,248	70,583	43,600	45,000
CAPITAL OUTLAY				30,000	
TOTAL EXPENDITURE BY OBJECT	**493,096**	**430,035**	**426,362**	**412,961**	**337,649**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ENGINEERING **301**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	311,745	234,760	202,679	181,842	183,865
6103 FULL TIME-REGULAR-OVERTIME	18,435	19,777	15,809	18,000	18,000
6105 TEMPORARY-WAGES & SALARIES	-	20,751	3,430	6,875	6,875
TOTAL WAGES AND SALARIES	330,180	275,288	221,918	206,717	208,740
OTHER GROSS EARNINGS					
6108 SEVERANCE PAY	27,105	-	22,591	-	-
TOTAL OTHER GROSS EARNINGS	27,105	-	22,591	-	-
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	23,192	18,455	16,950	14,465	14,635
6122 FICA/MEDICARE CONTRIBUTIONS	21,339	18,097	16,680	15,876	15,969
6131 GROUP INSURANCE	63,210	68,023	68,736	86,940	39,196
6133 WORKERS COMP INSURANCE PREMIUM	1,490	1,899	1,139	1,263	1,699
TOTAL EMPLOYER CONTRIBUTIONS	109,231	106,474	103,505	118,544	71,499
Total PERSONNEL SERVICES	**466,516**	**381,762**	**348,014**	**325,261**	**280,239**
SUPPLIES					
OFFICE SUPPLIES					
6205 DRAFTING SUPPLIES	514	-	-	1,000	500
6208 MISCELLANEOUS OFFICE SUPPLIES	211	1,403	303	3,500	1,475
TOTAL OFFICE SUPPLIES	725	1,403	303	4,500	1,975
OPERATING SUPPLIES					
6223 GASOLINE	3,204	5,440	4,220	5,000	5,500
6231 UNIFORMS & TURN-OUT GEAR	700	700	1,001	1,000	1,200
6249 MISCELLANEOUS OPERATING SUPPLY	986	1,813	577	2,000	1,765
TOTAL OPERATING SUPPLIES	4,890	7,953	5,798	8,000	8,465
REPAIR AND MAINTENANCE SUPPLIES					
6257 OTHER VEHICLE PARTS	944	1,669	1,603	1,000	1,470
TOTAL REPAIR AND MAINTENANCE SUPPLIES	944	1,669	1,603	1,000	1,470
SMALL TOOLS AND MINOR EQUIPMENT					
6281 SMALL TOOLS & MINOR EQUIPMENT	1,449	-	61	600	500
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	1,449	-	61	600	500
Total SUPPLIES	**8,008**	**11,025**	**7,765**	**14,100**	**12,410**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315 MISCELLANEOUS PROFESSIONAL SER	5,551	22,800	58,193	20,000	25,000
TOTAL PROFESSIONAL SERVICES	5,551	22,800	58,193	20,000	25,000
COMMUNICATION					
6321 TELEPHONE	1,363	633	737	1,300	1,000
6322 POSTAGE	929	384	358	1,000	1,000
6323 CELLULAR PHONES	3,104	4,046	3,075	4,000	3,700
TOTAL COMMUNICATION	5,396	5,063	4,170	6,300	5,700
EMPLOYEE REIMBURSEMENTS					
6331 TRAVEL & LODGING	-	37	-	1,000	500
6335 TRAINING	2,379	3,669	3,677	6,500	5,500
TOTAL EMPLOYEE REIMBURSEMENTS	2,379	3,706	3,677	7,500	6,000
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	3,812	5,000	4,279	4,500	4,700
TOTAL INSURANCE	3,812	5,000	4,279	4,500	4,700
REPAIRS AND MAINTENANCE - CONTRACTS					
6405 OFFICE & DATA PROCESSING EQUIP	-	-	-	3,500	2,200
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS	-	-	-	3,500	2,200

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

	ENGINEERING				301
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451 MEMBERSHIP DUES	1,434	679	264	1,500	900
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	1,434	679	264	1,500	900
BOOKS AND PAMPHLETS					
6471 BOOKS & PAMPHLETS	-	-	-	300	500
TOTAL BOOKS AND PAMPHLETS	-	-	-	300	500
Total OTHER SERVICES & CHARGES	**18,572**	**37,248**	**70,583**	**43,600**	**45,000**
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6580 OTHER EQUIPMENT	-	-	-	30,000	-
TOTAL CAPITAL OUTLAY	-	-	-	30,000	-
Total CAPITAL OUTLAY	**-**	**-**	**-**	**30,000**	**-**
TOTAL EXPENDITURES & OTHER FINANCING	**493,096**	**430,035**	**426,362**	**412,961**	**337,649**

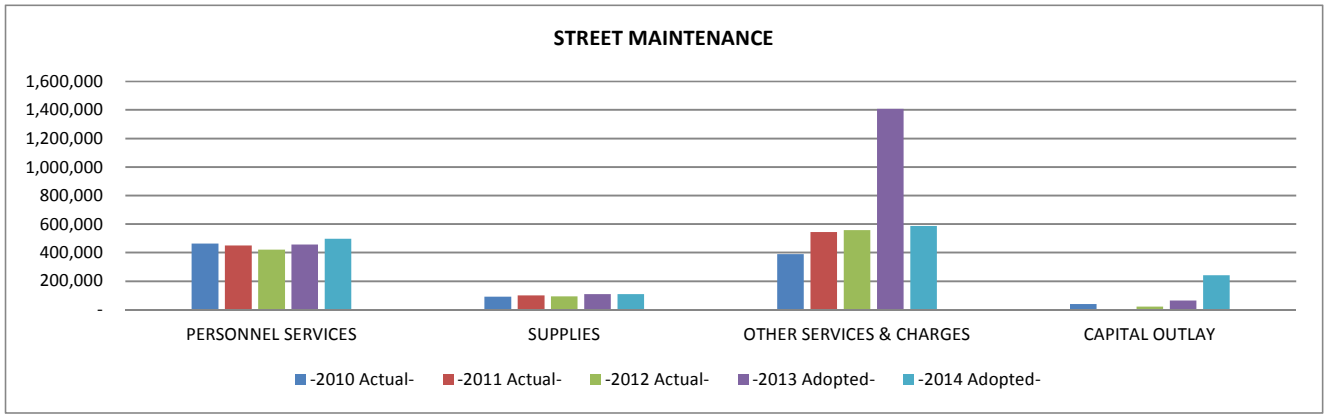
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
City Engineer	1.00	1.00	1.00	1.00	1.00
City Engineer/PW Director	1.00	1.00	1.00	-	-
PW Director	-	-	-	-	-
Assistant City Engineer	1.00	-	-	-	-
Engineering Tech IV	1.00	1.00	1.00	1.00	1.00
Engineering Tech II	1.00	1.00	1.00	1.00	1.00
Engineering Tech III	-	-	-	1.00	1.00
Civil Engineer II	1.00	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00	1.00
Intern	0.48	-	0.60	0.30	0.30
Public Works Total	7.48	6.00	6.60	6.30	6.30

6580 - Other Equipment					
Scanner	-	-	-	20,000	-
Colored plotter/scanner	-	-	-	10,000	-
	-	-	-	30,000	-

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

STREET MAINTENANCE					311
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT SUMMARY	**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
PERSONNEL SERVICES	463,781	449,309	421,546	456,442	497,917
SUPPLIES	91,266	100,357	93,928	109,800	110,235
OTHER SERVICES & CHARGES	389,091	545,475	557,652	1,406,650	587,445
CAPITAL OUTLAY	40,016	-	22,371	64,000	241,100
TOTAL EXPENDITURE BY OBJECT	**984,154**	**1,095,141**	**1,095,497**	**2,036,892**	**1,436,697**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

STREET MAINTENANCE **311**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	336,699	307,068	281,111	293,920	342,223
6103 FULL TIME-REGULAR-OVERTIME	233	1,196	495	2,000	2,000
6105 TEMPORARY-WAGES & SALARIES	66	7,739	6,243	10,000	-
TOTAL WAGES AND SALARIES	336,998	316,003	287,849	305,920	344,223
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	24,030	22,005	21,241	21,454	24,956
6122 FICA/MEDICARE CONTRIBUTIONS	24,761	22,666	21,642	26,003	27,392
6131 GROUP INSURANCE	58,847	66,579	72,569	83,616	76,165
6133 WORKERS COMP INSURANCE PREMIUM	19,145	22,056	18,245	19,449	25,181
TOTAL EMPLOYER CONTRIBUTIONS	126,783	133,306	133,697	150,522	153,694
Total PERSONNEL SERVICES	**463,781**	**449,309**	**421,546**	**456,442**	**497,917**
SUPPLIES					
OFFICE SUPPLIES					
6208 MISCELLANEOUS OFFICE SUPPLIES	443	71	195	300	300
TOTAL OFFICE SUPPLIES	443	71	195	300	300
OPERATING SUPPLIES					
6221 CLEANING SUPPLIES	-	-	-	200	200
6223 GASOLINE	5,070	7,670	7,777	7,000	7,500
6225 DIESEL FUEL	27,158	29,480	20,648	24,000	24,000
6227 LUBRICANTS & ADDITIVES	3,400	2,660	1,745	4,300	4,300
6229 SHOP MATERIALS	3,225	3,355	3,319	4,000	3,725
6231 UNIFORMS & TURN-OUT GEAR	1,654	1,561	1,328	2,000	1,950
6249 MISCELLANEOUS OPERATING SUPPLY	6,411	6,615	6,216	7,000	6,700
TOTAL OPERATING SUPPLIES	46,918	51,341	41,033	48,500	48,375
REPAIR AND MAINTENANCE SUPPLIES					
6257 OTHER VEHICLE PARTS	16,441	20,394	18,077	17,000	18,300
6259 BUILDING MAINT/REPAIR SUPPLIES	3,322	2,594	2,661	4,000	3,980
6261 SAND & GRAVEL	20	1,110	1,388	2,000	1,900
6265 ASPHALT	7,136	15,862	13,073	15,000	15,475
6267 OTHER STREET MAINTENANCE SUPPL	1,016	2,109	5,951	2,000	2,125
6269 LANDSCAPE MATERIALS	6,019	3,554	7,118	8,000	7,500
6275 OTHER EQUIPMENT PARTS	-	-	-	1,000	500
TOTAL REPAIR AND MAINTENANCE SUPPLIES	33,954	45,623	48,268	49,000	49,780
SMALL TOOLS AND MINOR EQUIPMENT					
6281 SMALL TOOLS & MINOR EQUIPMENT	9,951	3,322	4,432	12,000	11,780
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	9,951	3,322	4,432	12,000	11,780
Total SUPPLIES	**91,266**	**100,357**	**93,928**	**109,800**	**110,235**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315 MISCELLANEOUS PROFESSIONAL SER	8,607	9,278	9,858	9,500	10,000
TOTAL PROFESSIONAL SERVICES	8,607	9,278	9,858	9,500	10,000
COMMUNICATION					
6321 TELEPHONE	1,075	990	1,172	1,100	1,100
6322 POSTAGE	31	106	69	100	100
6323 CELLULAR PHONES	2,959	3,497	2,497	3,500	3,500
TOTAL COMMUNICATION	4,065	4,593	3,738	4,700	4,700
EMPLOYEE REIMBURSEMENTS					
6335 TRAINING	601	1,507	1,705	2,500	3,000
TOTAL EMPLOYEE REIMBURSEMENTS	601	1,507	1,705	2,500	3,000

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		STREET MAINTENANCE				311
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	16,901	14,500	20,193	20,000	22,000
TOTAL INSURANCE		16,901	14,500	20,193	20,000	22,000
UTILITIES						
6371	ELECTRIC UTILITIES	8,892	8,348	5,870	9,200	9,200
6372	WATER/IRRIGATION	531	500	544	500	500
6373	GAS	5,012	5,745	3,607	8,650	8,650
6374	REFUSE/RECYCLING	1,826	1,624	988	2,200	2,200
TOTAL UTILITIES		16,261	16,217	11,009	20,550	20,550
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	6,737	12,006	3,328	7,000	8,000
6382	MACHINERY & EQUIPMENT REPAIR	(1,105)	316	-	2,000	3,000
6387	TIRE MOUNTING & BALANCING	399	60	-	400	400
6388	OTHER VEHICLE REPAIR	1,413	1,601	2,989	3,000	5,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		7,444	13,983	6,317	12,400	16,400
REPAIRS AND MAINTENANCE - CONTRACTS						
6404	MACHINERY & EQUIPMENT	1,211	1,208	1,226	1,500	1,415
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		1,211	1,208	1,226	1,500	1,415
RENTALS						
6415	OTHER EQUIPMENT RENTAL	3,279	4,700	4,849	3,000	4,660
6416	MACHINERY RENTAL	283	-	-	-	-
6417	UNIFORM RENTAL	3,981	3,464	4,021	4,500	4,220
TOTAL RENTALS		7,543	8,164	8,870	7,500	8,880
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	211	316	236	500	500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		211	316	236	500	500
CONTRACTED SERVICES						
6488	STREET MAINTENANCE CONTRACT	326,247	475,709	494,500	1,327,500	500,000
TOTAL CONTRACTED SERVICES		326,247	475,709	494,500	1,327,500	500,000
Total OTHER SERVICES & CHARGES		**389,091**	**545,475**	**557,652**	**1,406,650**	**587,445**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	40,016	-	-	49,000	241,100
6580	OTHER EQUIPMENT	-	-	22,371	15,000	-
TOTAL CAPITAL OUTLAY		40,016	-	22,371	64,000	241,100
Total CAPITAL OUTLAY		**40,016**	**-**	**22,371**	**64,000**	**241,100**
TOTAL EXPENDITURES & OTHER FINANCING		**984,154**	**1,095,141**	**1,095,497**	**2,036,892**	**1,436,697**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

STREET MAINTENANCE					311
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted

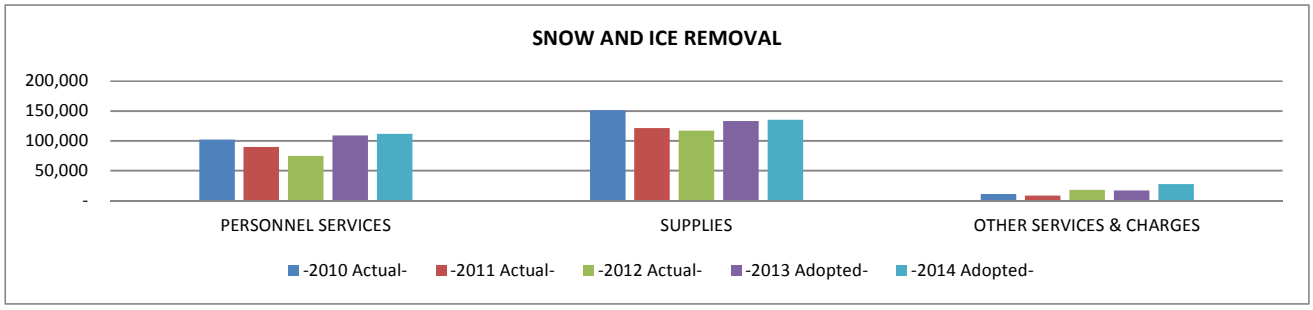
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
Public Works Superintendent	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00	1.00	1.00
PW Maintenance Worker	4.00	4.00	4.00	4.00	4.00
Temporary - Streets	-	-	-	-	-
Streets Total	7.00	7.00	7.00	7.00	7.00
6315 Miscellaneous Professional Services					
Work Program - County jail workers	5,044	4,000	3,363	4,000	4,000
Engineering services, janitorial services.	3,563	5,278	6,495	5,500	6,000
	8,607	9,278	9,858	9,500	10,000
6488/6489 Other Contracted Services					
Street Maintenance Program	-	400,000	400,000	-	-
Long term road reconstruction	-	-	-	1,327,500	500,000
Increase Asphalt Costs	-	30,000	30,000	-	-
Sealcoating Costs previously assessed (86/14 - 2012)	-	45,709	64,500	-	-
	326,247	475,709	494,500	1,327,500	500,000
6540 - Heavy Machinery					
F350 truck with plow	-	-	-	49,000	186,900
Tractor with mower	-	-	-	-	54,200
	40,016	-	-	49,000	241,100
6580 - Other Equipment					
Felling Trailer (less $4,000 trade-in)	-	-	22,371	-	-
AUL system for tracking	-	-	-	15,000	-
	-	-	22,371	15,000	-

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

SNOW AND ICE REMOVAL	312

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	102,325	89,584	74,659	108,828	111,531
SUPPLIES	151,592	121,174	116,866	133,000	135,370
OTHER SERVICES & CHARGES	10,828	8,608	18,192	17,000	27,600
TOTAL EXPENDITURE BY OBJECT	**264,745**	**219,366**	**209,717**	**258,828**	**274,501**



GENERAL FUND 101 - GENERAL GOVERNMENT

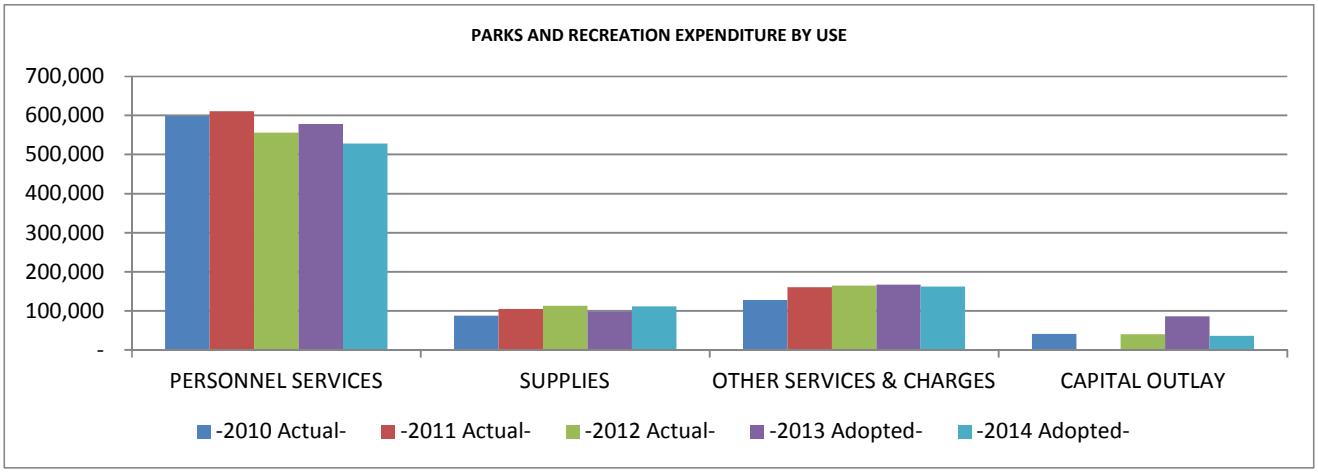
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

SNOW AND ICE REMOVAL 312

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	60,726	53,576	49,990	68,456	70,336
6103 FULL TIME-REGULAR-OVERTIME	22,346	15,327	9,980	16,000	13,000
6104 PART TIME-WAGES & SALARIES	-	94	-	-	-
6105 TEMPORARY-WAGES & SALARIES	1,881	2,343	1,905	5,000	8,000
TOTAL WAGES AND SALARIES	84,953	71,340	61,875	89,456	91,336
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	6,016	5,777	4,304	6,121	6,042
6122 FICA/MEDICARE CONTRIBUTIONS	6,530	6,079	4,558	8,276	6,987
6133 WORKERS COMP INSURANCE PREMIUM	4,826	6,388	3,922	4,975	7,166
TOTAL EMPLOYER CONTRIBUTIONS	17,372	18,244	12,784	19,372	20,195
Total PERSONNEL SERVICES	**102,325**	**89,584**	**74,659**	**108,828**	**111,531**
SUPPLIES					
OPERATING SUPPLIES					
6223 GASOLINE	988	3,218	-	2,500	3,000
6225 DIESEL FUEL	17,042	16,740	17,175	19,000	19,525
6229 SHOP MATERIALS	5	391	105	500	500
TOTAL OPERATING SUPPLIES	18,035	20,349	17,280	22,000	23,025
REPAIR AND MAINTENANCE SUPPLIES					
6257 OTHER VEHICLE PARTS	20,220	24,366	19,537	22,000	24,075
6261 SAND & GRAVEL	1,960	2,000	1,989	2,000	1,865
6263 SALT	109,785	71,413	77,693	84,000	82,905
6267 OTHER STREET MAINTENANCE SUPPL	1,592	3,046	367	3,000	3,500
TOTAL REPAIR AND MAINTENANCE SUPPLIES	133,557	100,825	99,586	111,000	112,345
Total SUPPLIES	**151,592**	**121,174**	**116,866**	**133,000**	**135,370**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315 MISCELLANEOUS PROFESSIONAL SER	-	-	3,370	-	-
TOTAL PROFESSIONAL SERVICES	-	-	3,370	-	-
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	6,398	6,200	7,176	7,000	8,000
TOTAL INSURANCE	6,398	6,200	7,176	7,000	8,000
REPAIRS AND MAINTENANCE - LABOR					
6388 OTHER VEHICLE REPAIR	1,755	2,221	7,646	5,000	7,000
TOTAL REPAIRS AND MAINTENANCE - LABOR	1,755	2,221	7,646	5,000	7,000
CONTRACTED SERVICES					
6489 OTHER CONTRACTED SERVICES	2,675	187	-	5,000	12,600
TOTAL CONTRACTED SERVICES	2,675	187	-	5,000	12,600
Total OTHER SERVICES & CHARGES	**10,828**	**8,608**	**18,192**	**17,000**	**27,600**
TOTAL EXPENDITURES & OTHER FINANCING	**264,745**	**219,366**	**209,717**	**258,828**	**274,501**

GENERAL FUND 101 - GENERAL GOVERNMENT

PARKS AND RECREATION					452-461
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT SUMMARY	**-2010 Actual-**	**-2011 Actual-**	**-2012 Actual-**	**-2013 Adopted-**	**-2014 Adopted-**
PERSONNEL SERVICES	598,321	610,671	555,922	578,121	527,878
SUPPLIES	87,685	104,914	113,185	98,600	111,475
OTHER SERVICES & CHARGES	127,686	160,321	164,377	167,345	162,225
CAPITAL OUTLAY	40,871	-	40,421	86,000	36,000
TOTAL EXPENDITURE BY OBJECT	**854,563**	**875,906**	**873,905**	**930,066**	**837,578**



GENERAL FUND 101 - GENERAL GOVERNMENT

PARKS AND RECREATION **452-461**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	411,647	400,535	355,234	369,761	340,079
6103 FULL TIME-REGULAR-OVERTIME	1,023	321	1,310	1,000	1,000
6105 TEMPORARY-WAGES & SALARIES	57,344	70,980	69,924	71,000	82,440
6106 OVERTIME-TEMPORARY	-	-	354	-	-
TOTAL WAGES AND SALARIES	470,014	471,836	426,822	441,761	423,519
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	28,862	28,969	26,806	26,880	22,933
6122 FICA/MEDICARE CONTRIBUTIONS	34,714	35,066	32,528	33,793	32,399
6131 GROUP INSURANCE	53,652	58,006	58,730	59,724	34,918
6133 WORKERS COMP INSURANCE PREMIUM	11,079	16,794	11,036	15,963	14,109
TOTAL EMPLOYER CONTRIBUTIONS	128,307	138,835	129,100	136,360	104,359
Total PERSONNEL SERVICES	**598,321**	**610,671**	**555,922**	**578,121**	**527,878**
SUPPLIES					
OFFICE SUPPLIES					
6208 MISCELLANEOUS OFFICE SUPPLIES	446	382	306	600	575
TOTAL OFFICE SUPPLIES	446	382	306	600	575
OPERATING SUPPLIES					
6223 GASOLINE	16,012	18,700	18,190	20,000	20,000
6225 DIESEL FUEL	2,910	4,788	6,107	8,000	7,000
6229 SHOP MATERIALS	1,041	3,823	1,671	2,500	2,430
6231 UNIFORMS & TURN-OUT GEAR	1,826	2,005	1,333	2,000	2,600
6249 MISCELLANEOUS OPERATING SUPPLY	21,096	24,073	30,117	20,250	33,250
TOTAL OPERATING SUPPLIES	42,885	53,389	57,418	52,750	65,280
REPAIR AND MAINTENANCE SUPPLIES					
6257 OTHER VEHICLE PARTS	11,069	16,352	15,656	14,000	13,100
6265 ASPHALT	17,786	15,000	20,402	15,000	18,600
6269 LANDSCAPE MATERIALS	11,558	16,593	13,037	12,500	11,570
TOTAL REPAIR AND MAINTENANCE SUPPLIES	40,413	47,945	49,095	41,500	43,270
SMALL TOOLS AND MINOR EQUIPMENT					
6281 SMALL TOOLS & MINOR EQUIPMENT	3,941	3,198	6,366	3,750	2,350
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	3,941	3,198	6,366	3,750	2,350
Total SUPPLIES	**87,685**	**104,914**	**113,185**	**98,600**	**111,475**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315 MISCELLANEOUS PROFESSIONAL SER	13,430	28,646	58,058	39,700	24,700
TOTAL PROFESSIONAL SERVICES	13,430	28,646	58,058	39,700	24,700
COMMUNICATION					
6321 TELEPHONE	890	874	890	1,300	1,300
6322 POSTAGE	113	103	631	370	350
6323 CELLULAR PHONES	3,240	3,167	2,731	3,500	3,500
TOTAL COMMUNICATION	4,243	4,144	4,252	5,170	5,150
EMPLOYEE REIMBURSEMENTS					
6331 TRAVEL & LODGING	32	16	-	250	250
6334 MILEAGE REIMBURSEMENT	-	-	-	50	50
6335 TRAINING	2,022	1,524	1,680	3,000	3,000
TOTAL EMPLOYEE REIMBURSEMENTS	2,054	1,540	1,680	3,300	3,300
ADVERTISING AND PUBLISHING					
6352 GENERAL NOTICE & PUBLIC INFOR	-	-	-	200	200
TOTAL ADVERTISING AND PUBLISHING	-	-	-	200	200

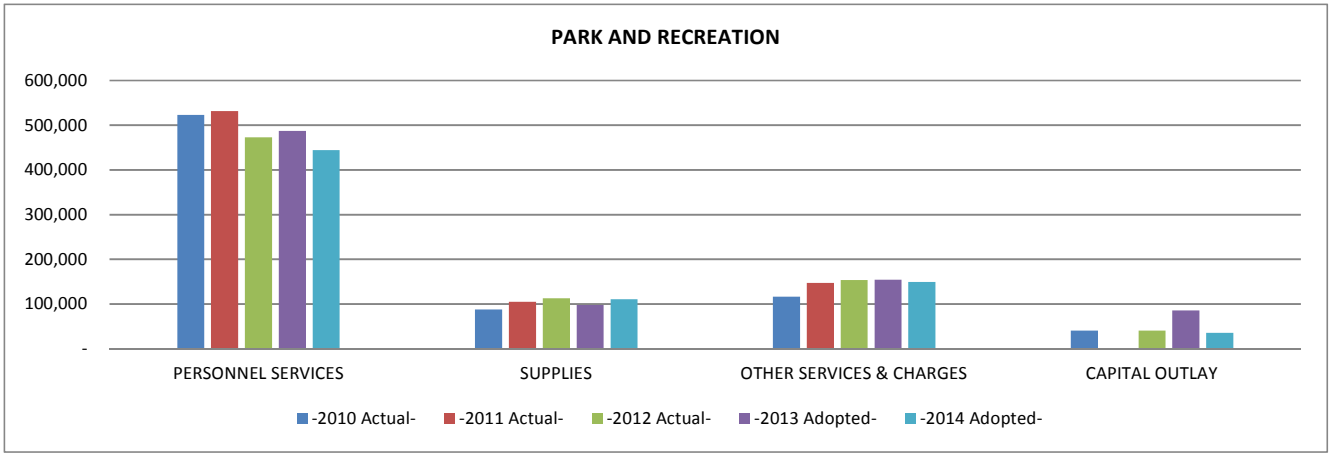
GENERAL FUND 101 - GENERAL GOVERNMENT

		PARKS AND RECREATION				452-461
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	7,230	9,700	8,615	8,200	9,800
TOTAL INSURANCE		7,230	9,700	8,615	8,200	9,800
UTILITIES						
6371	ELECTRIC UTILITIES	20,405	16,656	25,419	18,000	19,000
6372	WATER/IRRIGATION	33,068	50,000	22,097	40,000	20,500
6373	GAS	2,752	3,500	2,113	3,500	4,500
6374	REFUSE/RECYCLING	1,987	2,055	2,350	2,000	2,000
TOTAL UTILITIES		58,212	72,211	51,979	63,500	46,000
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	6,876	5,093	2,750	6,000	6,000
6382	MACHINERY & EQUIPMENT REPAIR	3,560	630	2,053	1,000	1,000
6388	OTHER VEHICLE REPAIR	3,025	3,247	872	2,000	3,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		13,461	8,970	5,675	9,000	10,000
RENTALS						
6415	OTHER EQUIPMENT RENTAL	6,703	8,622	8,643	9,000	8,400
6416	MACHINERY RENTAL	444	-	-	1,000	1,000
6417	UNIFORM RENTAL	1,479	591	1,006	2,800	3,130
TOTAL RENTALS		8,626	9,213	9,649	12,800	12,530
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	402	409	514	475	685
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		402	409	514	475	685
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	20,028	25,488	23,955	25,000	49,860
TOTAL CONTRACTED SERVICES		20,028	25,488	23,955	25,000	49,860
Total OTHER SERVICES & CHARGES		**127,686**	**160,321**	**164,377**	**167,345**	**162,225**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	40,871	-	-	86,000	36,000
6550	MOTOR VEHICLES	-	-	40,421	-	-
TOTAL CAPITAL OUTLAY		40,871	-	40,421	86,000	36,000
Total CAPITAL OUTLAY		**40,871**	**-**	**40,421**	**86,000**	**36,000**
TOTAL EXPENDITURES & OTHER FINANCING		**854,563**	**875,906**	**873,905**	**930,066**	**837,578**

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PARK AND RECREATION					452
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	522,732	531,154	472,586	487,364	444,376
SUPPLIES	87,685	104,903	113,185	97,900	110,775
OTHER SERVICES & CHARGES	116,465	147,372	153,866	154,375	149,200
CAPITAL OUTLAY	40,871	-	40,421	86,000	36,000
TOTAL EXPENDITURE BY OBJECT	**767,753**	**783,429**	**780,058**	**825,639**	**740,351**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PARK AND RECREATION **452**

		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	355,171	341,648	295,283	304,699	270,836
6103	FULL TIME-REGULAR-OVERTIME	514	321	1,310	1,000	1,000
6105	TEMPORARY-WAGES & SALARIES	57,344	70,980	69,924	71,000	82,440
6106	OVERTIME-TEMPORARY	-	-	354	-	-
TOTAL WAGES AND SALARIES		413,029	412,949	366,871	376,699	354,276
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	24,891	24,701	22,310	22,163	17,913
6122	FICA/MEDICARE CONTRIBUTIONS	31,292	31,556	28,779	28,816	27,102
6131	GROUP INSURANCE	42,679	45,510	43,869	44,100	31,378
6133	WORKERS COMP INSURANCE PREMIUM	10,841	16,438	10,757	15,586	13,707
TOTAL EMPLOYER CONTRIBUTIONS		109,703	118,205	105,715	110,665	90,100
Total PERSONNEL SERVICES		**522,732**	**531,154**	**472,586**	**487,364**	**444,376**
SUPPLIES						
OFFICE SUPPLIES						
6208	MISCELLANEOUS OFFICE SUPPLIES	446	382	306	500	475
TOTAL OFFICE SUPPLIES		446	382	306	500	475
OPERATING SUPPLIES						
6223	GASOLINE	16,012	18,700	18,190	20,000	20,000
6225	DIESEL FUEL	2,910	4,788	6,107	8,000	7,000
6229	SHOP MATERIALS	1,041	3,823	1,671	2,500	2,430
6231	UNIFORMS & TURN-OUT GEAR	1,826	2,005	1,333	1,900	2,500
6249	MISCELLANEOUS OPERATING SUPPLY	21,096	24,062	30,117	20,000	33,000
TOTAL OPERATING SUPPLIES		42,885	53,378	57,418	52,400	64,930
REPAIR AND MAINTENANCE SUPPLIES						
6257	OTHER VEHICLE PARTS	11,069	16,352	15,656	14,000	13,100
6265	ASPHALT	17,786	15,000	20,402	15,000	18,600
6269	LANDSCAPE MATERIALS	11,558	16,593	13,037	12,500	11,570
TOTAL REPAIR AND MAINTENANCE SUPPLIES		40,413	47,945	49,095	41,500	43,270
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	3,941	3,198	6,366	3,500	2,100
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		3,941	3,198	6,366	3,500	2,100
Total SUPPLIES		**87,685**	**104,903**	**113,185**	**97,900**	**110,775**
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6315	MISCELLANEOUS PROFESSIONAL SER	13,430	28,491	58,013	39,000	24,000
TOTAL PROFESSIONAL SERVICES		13,430	28,491	58,013	39,000	24,000
COMMUNICATION						
6321	TELEPHONE	792	784	784	1,050	1,050
6322	POSTAGE	76	94	620	250	250
6323	CELLULAR PHONES	3,240	3,167	2,731	3,500	3,500
TOTAL COMMUNICATION		4,108	4,045	4,135	4,800	4,800
EMPLOYEE REIMBURSEMENTS						
6335	TRAINING	1,732	1,359	1,505	2,500	2,500
TOTAL EMPLOYEE REIMBURSEMENTS		1,732	1,359	1,505	2,500	2,500
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	6,707	9,000	7,915	7,500	9,000
TOTAL INSURANCE		6,707	9,000	7,915	7,500	9,000
UTILITIES						
6371	ELECTRIC UTILITIES	20,405	16,656	25,419	18,000	19,000
6372	WATER/IRRIGATION	33,068	50,000	22,097	40,000	20,500
6373	GAS	2,752	3,500	2,113	3,500	4,500
6374	REFUSE/RECYCLING	1,987	2,055	2,350	2,000	2,000
TOTAL UTILITIES		58,212	72,211	51,979	63,500	46,000

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		PARK AND RECREATION				452
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	6,876	5,093	2,750	6,000	6,000
6382	MACHINERY & EQUIPMENT REPAIR	3,560	630	2,053	1,000	1,000
6388	OTHER VEHICLE REPAIR	3,025	3,247	872	2,000	3,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		13,461	8,970	5,675	9,000	10,000
RENTALS						
6415	OTHER EQUIPMENT RENTAL	6,703	8,622	8,643	9,000	8,400
6416	MACHINERY RENTAL	444	-	-	1,000	1,000
6417	UNIFORM RENTAL	1,479	591	1,006	2,800	3,130
TOTAL RENTALS		8,626	9,213	9,649	12,800	12,530
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	242	249	249	275	285
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		242	249	249	275	285
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	9,947	13,834	14,746	15,000	40,085
TOTAL CONTRACTED SERVICES		9,947	13,834	14,746	15,000	40,085
Total OTHER SERVICES & CHARGES		**116,465**	**147,372**	**153,866**	**154,375**	**149,200**
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	40,871	-	-	86,000	36,000
6550	MOTOR VEHICLES	-	-	40,421	-	-
TOTAL CAPITAL OUTLAY		40,871	-	40,421	86,000	36,000
Total CAPITAL OUTLAY		**40,871**	**-**	**40,421**	**86,000**	**36,000**
TOTAL EXPENDITURES & OTHER FINANCING		**767,753**	**783,429**	**780,058**	**825,639**	**740,351**

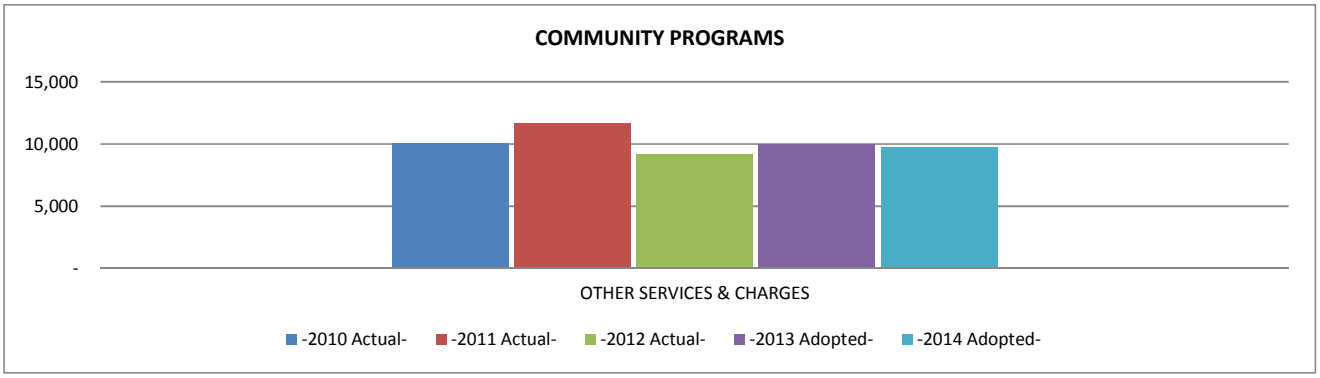
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
Park Maintenance Worker	5.00	5.00	4.00	4.00	5.00
Utilities Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Utilities Supervisor	2.00	2.00	2.00	1.00	1.00
Park Supervisor/Assistant PW Superintendent	-	-	-	1.00	1.00
Temporary - Parks	1.47	2.47	2.47	2.47	2.47
Parks Intern	-	-	-	-	0.50
Parks/Utilities Total	10.47	11.47	10.47	10.47	11.97
6315 Miscellaneous Professional Services					
The Draw Park maintenance contract	-	-	2,440	20,000	-
Work Program - County jail workers	10,081	10,088	10,594	11,000	12,000
Other Misc	3,349	18,403	44,979	8,000	12,000
	13,430	28,491	58,013	39,000	24,000
6489 Other Contracted Services					
Contracted Maintenance	-	-	-	-	40,085
	-	-	-	-	40,085
6540 Heavy Machinery					
Toro Mower	-	-	-	86,000	36,000
	40,871	-	-	86,000	36,000
6550 Motor Vehicles					
2012 1-Ton Truck w/dump (less $3000 trade-in)	-	-	40,421	-	-
	-	-	40,421	-	-

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

COMMUNITY PROGRAMS 455

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
OTHER SERVICES & CHARGES	10,081	11,654	9,209	10,000	9,775
TOTAL EXPENDITURE BY OBJECT	**10,081**	**11,654**	**9,209**	**10,000**	**9,775**



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
OTHER SERVICES & CHARGES					
CONTRACTED SERVICES					
6489 OTHER CONTRACTED SERVICES	10,081	11,654	9,209	10,000	9,775
TOTAL CONTRACTED SERVICES	10,081	11,654	9,209	10,000	9,775
Total OTHER SERVICES & CHARGES	**10,081**	**11,654**	**9,209**	**10,000**	**9,775**
TOTAL EXPENDITURES & OTHER FINANCING	**10,081**	**11,654**	**9,209**	**10,000**	**9,775**

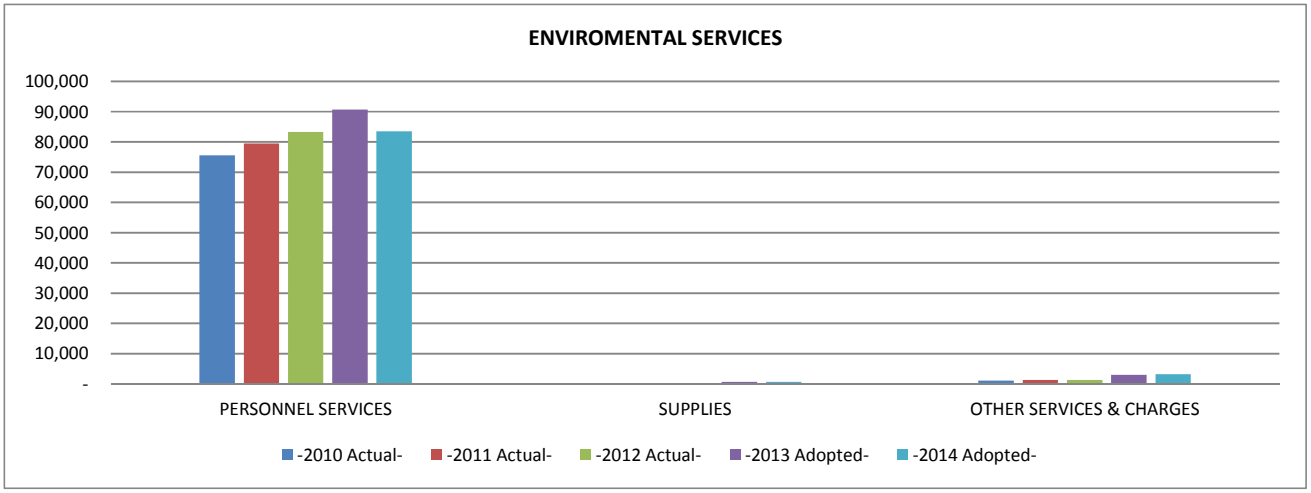
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
6489 Other Contracted Services					
Alexandra House	7,000	7,000	5,000	5,000	5,000
Arbor Events/Environmental Expo	3,081	4,654	4,209	5,000	4,775
	10,081	11,654	9,209	10,000	9,775

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ENVIROMENTAL SERVICES	461

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	75,589	79,517	83,336	90,757	83,502
SUPPLIES	-	11	-	700	700
OTHER SERVICES & CHARGES	1,140	1,295	1,302	2,970	3,250
TOTAL EXPENDITURE BY OBJECT	**76,729**	**80,823**	**84,638**	**94,427**	**87,452**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ENVIROMENTAL SERVICES 461

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102 F.T. REGULAR-WAGES & SALARIES	56,476	58,887	59,951	65,062	69,243
6103 FULL TIME-REGULAR-OVERTIME	509	-	-	-	-
TOTAL WAGES AND SALARIES	56,985	58,887	59,951	65,062	69,243
EMPLOYER CONTRIBUTIONS					
6121 PERA CONTRIBUTIONS	3,971	4,268	4,496	4,717	5,020
6122 FICA/MEDICARE CONTRIBUTIONS	3,422	3,510	3,749	4,977	5,297
6131 GROUP INSURANCE	10,973	12,496	14,861	15,624	3,540
6133 WORKERS COMP INSURANCE PREMIUM	238	356	279	377	402
TOTAL EMPLOYER CONTRIBUTIONS	18,604	20,630	23,385	25,695	14,259
Total PERSONNEL SERVICES	**75,589**	**79,517**	**83,336**	**90,757**	**83,502**
SUPPLIES					
OFFICE SUPPLIES					
6208 MISCELLANEOUS OFFICE SUPPLIES	-	-	-	100	100
TOTAL OFFICE SUPPLIES	-	-	-	100	100
OPERATING SUPPLIES					
6231 UNIFORMS & TURN-OUT GEAR	-	-	-	100	100
6249 MISCELLANEOUS OPERATING SUPPLY	-	11	-	250	250
TOTAL OPERATING SUPPLIES	-	11	-	350	350
SMALL TOOLS AND MINOR EQUIPMENT					
6281 SMALL TOOLS & MINOR EQUIPMENT	-	-	-	250	250
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	-	-	-	250	250
Total SUPPLIES	**-**	**11**	**-**	**700**	**700**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315 MISCELLANEOUS PROFESSIONAL SER	-	155	45	700	700
TOTAL PROFESSIONAL SERVICES	-	155	45	700	700
COMMUNICATION					
6321 TELEPHONE	98	90	106	250	250
6322 POSTAGE	37	9	11	120	100
TOTAL COMMUNICATION	135	99	117	370	350
EMPLOYEE REIMBURSEMENTS					
6331 TRAVEL & LODGING	32	16	-	250	250
6334 MILEAGE REIMBURSEMENT	-	-	-	50	50
6335 TRAINING	290	165	175	500	500
TOTAL EMPLOYEE REIMBURSEMENTS	322	181	175	800	800
ADVERTISING AND PUBLISHING					
6352 GENERAL NOTICE & PUBLIC INFOR	-	-	-	200	200
TOTAL ADVERTISING AND PUBLISHING	-	-	-	200	200
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	523	700	700	700	800
TOTAL INSURANCE	523	700	700	700	800
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451 MEMBERSHIP DUES	160	160	265	200	400
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	160	160	265	200	400
Total OTHER SERVICES & CHARGES	**1,140**	**1,295**	**1,302**	**2,970**	**3,250**
TOTAL EXPENDITURES & OTHER FINANCING	**76,729**	**80,823**	**84,638**	**94,427**	**87,452**

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
PERSONNEL COMPLEMENT					
Environmental Specialist/Zoning *	1.00	1.00	1.00	1.00	-
Environmental Total	1.00	1.00	1.00	1.00	-

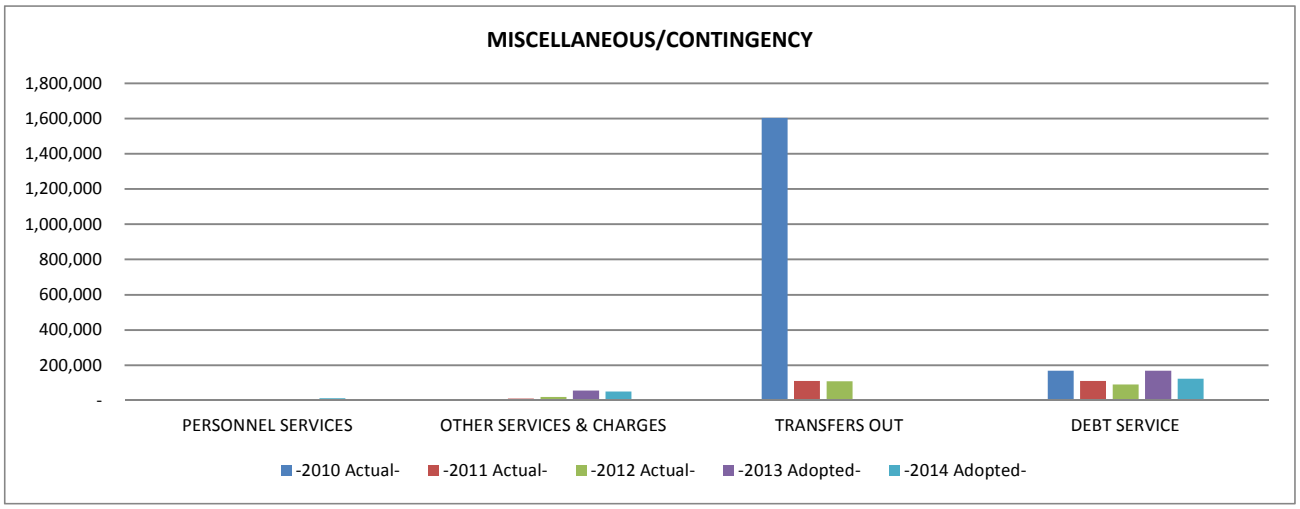
'*(See Community Development)

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

MISCELLANEOUS/CONTINGENCY 892

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES	-	-	-	-	12,695
OTHER SERVICES & CHARGES	-	10,898	18,955	56,313	50,272
TRANSFERS OUT	1,603,000	110,016	108,000	-	
DEBT SERVICE	168,048	111,344	91,267	168,226	123,169
TOTAL EXPENDITURE BY OBJECT	**1,771,048**	**232,258**	**218,222**	**224,539**	**186,136**



GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

MISCELLANEOUS/CONTINGENCY 892

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Adopted-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6105 TEMPORARY-WAGES & SALARIES	-	-	-	-	12,695
TOTAL WAGES AND SALARIES	-	-	-	-	12,695
Total PERSONNEL SERVICES	**-**	**-**	**-**	**-**	**12,695**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315 MISCELLANEOUS PROFESSIONAL SER	-	10,898	18,955	56,313	50,272
TOTAL PROFESSIONAL SERVICES	-	10,898	18,955	56,313	50,272
Total OTHER SERVICES & CHARGES	**-**	**10,898**	**18,955**	**56,313**	**50,272**
TRANSFERS OUT					
OPERATING TRANSFERS					
6820 OPERATING TRANSFERS TO OTHER F	1,603,000	110,016	108,000	-	-
TOTAL OPERATING TRANSFERS	1,603,000	110,016	108,000	-	-
Total TRANSFERS OUT	**1,603,000**	**110,016**	**108,000**	**-**	**-**
DEBT SERVICE					
DEBT SERVICE					
6603 OTHER L.T. OBLIGATION PRINCIPA	168,048	111,344	91,267	168,226	123,169
TOTAL DEBT SERVICE	168,048	111,344	91,267	168,226	123,169
Total DEBT SERVICE	**168,048**	**111,344**	**91,267**	**168,226**	**123,169**
TOTAL EXPENDITURES & OTHER FINANCING	**1,771,048**	**232,258**	**218,222**	**224,539**	**186,136**

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Adopted
6603 Debt Service Payment					
Principal - Park & Ride (PIR Fund)	10,400	10,400	10,400	-	-
Interest - Park & Ride (PIR Fund)	1,404	936	468	-	-
Muni Center Internal Loan (Water Fund)	48,488	18,760	61,853	-	-
Muni Center Internal Loan (Sewer Fund)	50,000	19,395	18,546	61,853	16,796
Bury Carlson Internal Loan (PIR Fund)	57,756	-	-	44,520	44,520
Minicipal Center debt transfer interfund	-	61,853	-	61,853	61,853
	168,048	111,344	91,267	168,226	123,169



December 10, 2013

2014 Levy & General Fund Budget

Taxable Market Value Questions?

- Discussion on your taxable market value for property tax payable in 2014 could have been addressed in April 2013.
  - The opportunity to discuss your valuation for taxes payable 2015 can be addressed in April 2014 at Anoka County.
- Valuations for 2014 are set values as of January 2, 2013.
  - These valuations are based on sales from the previous 18 month period June 2011-December 2012.

City of Ramsey
2014 Preliminary Levy Summary

Proposed Tax Levies:	2013	2014
General Fund Levy	$7,248,829	$7,201,730
EDA Levy	104,466	121,783
Debt Service Levies:		
CIP Bond (Fire Station #1)	152,289	147,630
2013 Capital Equipment Certificates	0	75,135
Lease Revenue Bond (Municipal Ctr)	492,629	1,018,063
Total Proposed Levy	$7,998,213	$8,564,341

2014 GENERAL FUND BUDGET AND LEVY

2014 Total levy of $8,564,341

Increase of $566,128 or 7.08% from 2013

2014 General Fund Budget: $9,750,135

Decrease of $543,702 or 5.28% from 2013 Adopted

2014 Proposed Tax Capacity Rate 44.284%

2013 Tax Capacity rate of 44.288%

2014 GENERAL FUND BUDGET AND LEVY

- $91,376 in LGA. No MVHC
- Legislative Change in 2012-Market Value Homestead Credit Exclusion

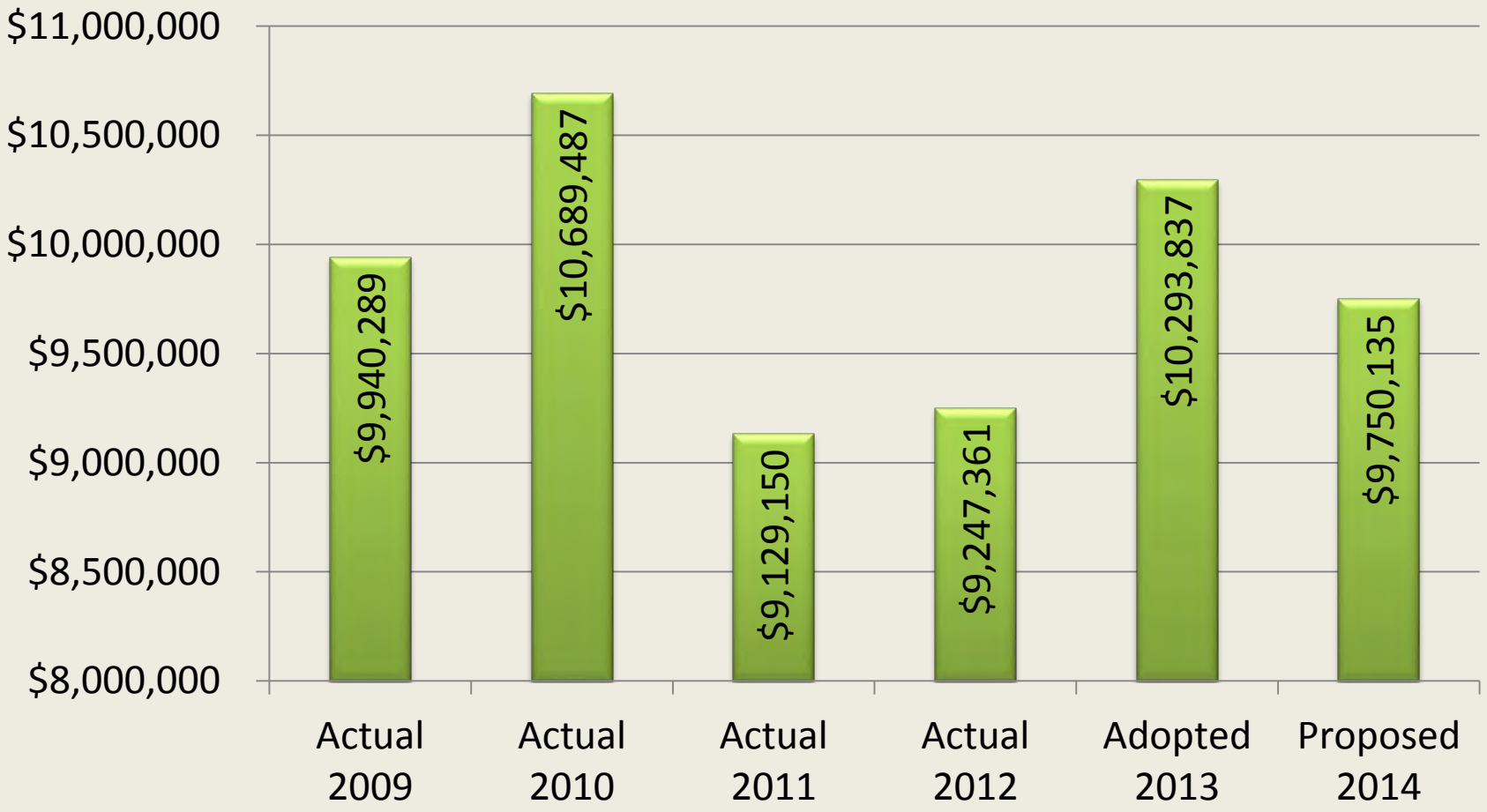
- Levy Limits in place for 2014 Payable

- Average Market Value of Home in Ramsey for 2014 Payable is $169,300.
  Average Value in 2013 was $168,000.

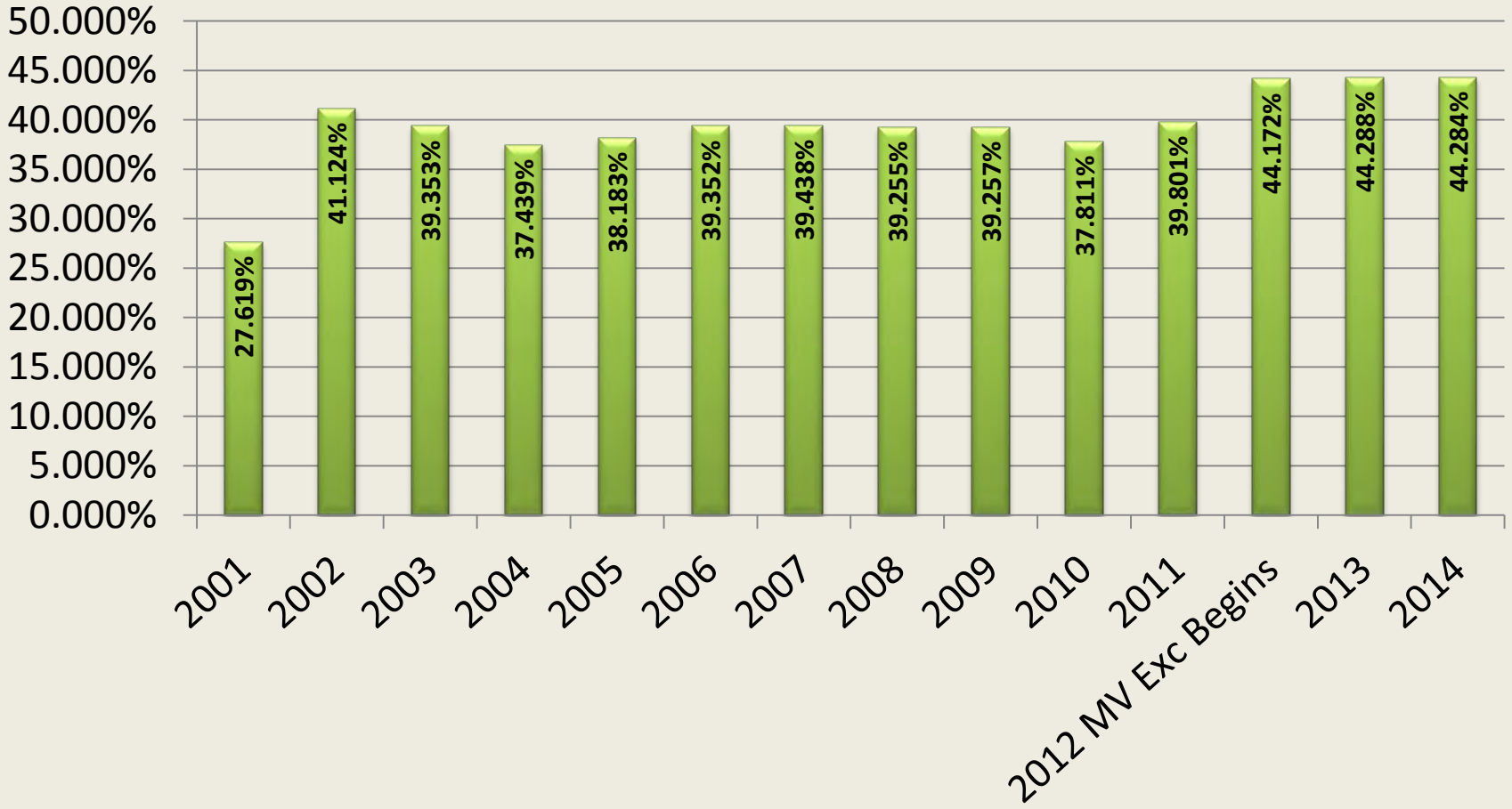
- The City averaged an 8.97% increase in taxable market value 2013 to 2014.
  (Tax Increment Financing District #2 decertified and back on tax roles)

- City proposed to receive $.3591 cents per tax dollar District #11 ($.3667 in 2013) and $.3013 cents per tax dollar in District #728 ($.3075 in 2013).

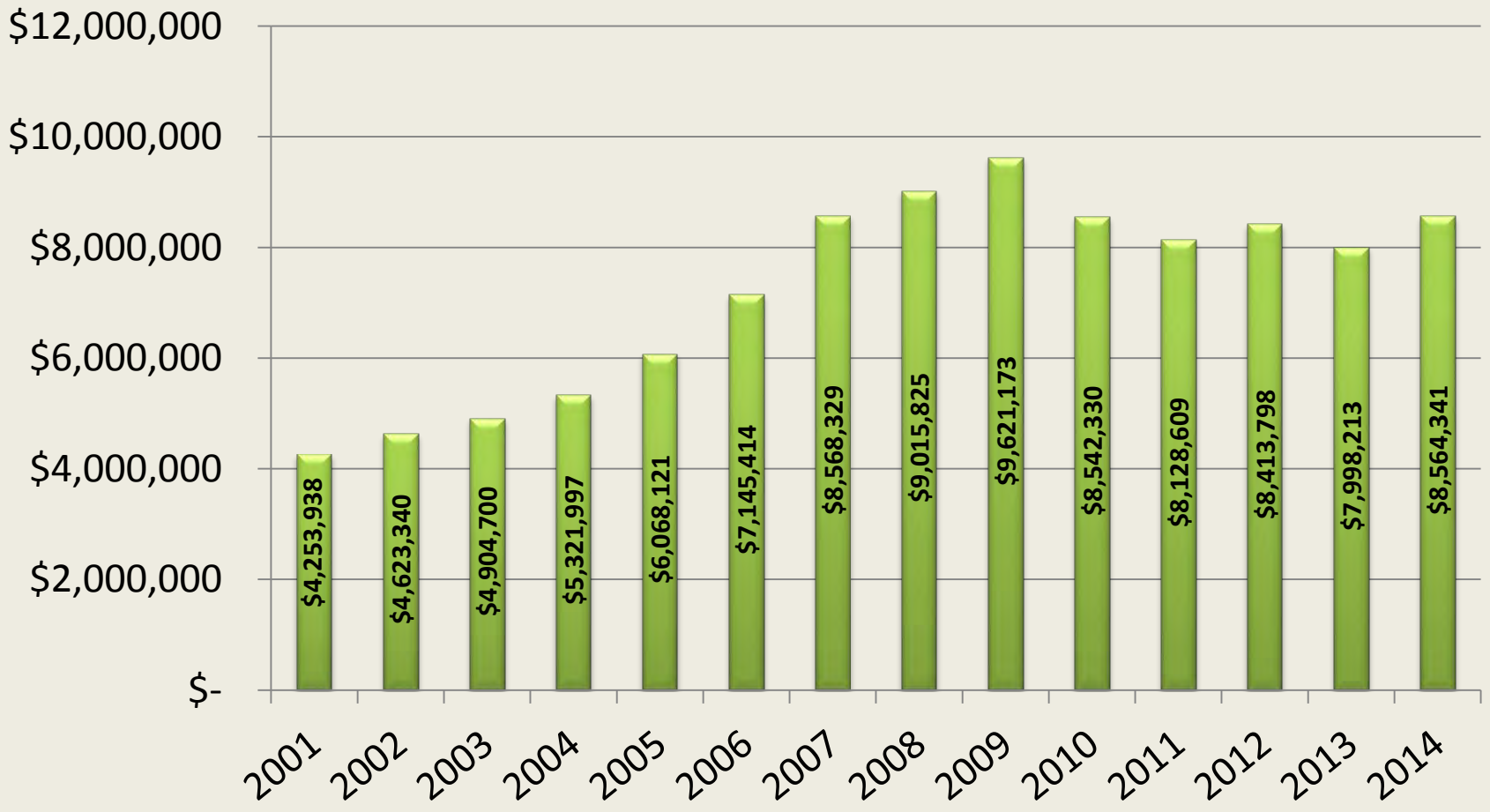
GENERAL FUND BUDGET EXPENDITURE COMPARISON



Tax Capacity Rate Comparison



TOTAL LEVY
GENERAL FUND, EDA, & DEBT SERVICE



2014 - City of Ramsey

Proposed Tax Rates

Anoka School District

Taxing District	2013 Tax Rate	Percent of Total Tax Rate	2014 Tax Rate	Percent of Total Tax Rate
City of Ramsey	44.288	36.667%	44.284	35.908%
Anoka County	45.538	37.704%	44.819	36.342%
Anoka Hennepin ISD #11*	26.801	22.191%	28.210	22.874%
Special Taxing Districts	4.152	3.438%	6.014	4.876%
Total	120.779	100.00%	123.327	100.00%

2014 - City of Ramsey

Proposed Tax Rates

Elk River School District

Taxing District	2013 Tax Rate	Percent of Total Tax Rate	2014 Tax Rate	Percent of Total Tax Rate
City of Ramsey	44.288	30.748%	44.284	30.133%
Anoka County	45.538	31.616%	44.819	30.497%
Elk River ISD #728	50.058	34.754%	51.845	35.278%
Special Taxing Districts	4.152	2.882%	6.014	4.092%
Total	144.036	100.00%	146.962	100.00%

City of Ramsey Proposed Levy
Total Budget and Property Taxes

TAXES

2013 Levied Taxes	$7,998,213
2014 Proposed Tax Levy	$8,564,341

Change from 2013 to 2014

7.08%

$566,128

City of Ramsey Final Proposed Levy
Total Budget and Property Taxes

Local Tax Rate:

2013 Tax Rate	44.288%
2014 Proposed Tax Rate	44.284%
Change from 2013 to 2014	0.004%

Calculation of 2014 Tax Capacity Rate

2014 PROPOSED LEVY

	Certified	Fiscal Disparities	Local Levy	Taxable Value (6.73% Decrease)	Tax Capacity
General	7,201,730	1,340,676	5,861,054	$16,064,790	36.484%
EDA	121,783	16,090	105,693	$16,064,790	0.658%
Bonds	1,240,828	93,399	1,147,429	$16,064,790	7.142%
	8,564,341	**1,450,165**	**7,114,176**		**44.284%**

2013 ADOPTED LEVY

	Certified	Fiscal Disparities	Local Levy	Taxable Value (6.73% Decrease)	Tax Capacity
General	7,248,829	1,211,739	6,037,090	$14,741,934	40.952%
EDA	104,466	24,813	79,653	$14,741,934	0.540%
Bonds	644,918	232,729	412,189	$14,741,934	2.796%
	7,998,213	**1,469,281**	**6,528,932**		**44.288%**

Ramsey's Tax Rate History with Proposed 2014 includes MVHC Exclusion

Year Collectable	Ramsey	Anoka County	ISD #11	Special Districts	Total	City Share as %
2004	37.439	35.221	21.050	6.393	100.103	37.400%
2005	38.183	33.080	21.492	4.955	97.710	39.078%
2006	39.352	33.869	20.046	4.382	97.649	40.299%
2007	39.438	32.369	19.337	4.050	95.194	41.429%
2008	39.255	33.888	16.983	3.967	94.093	41.719%
2009	39.257	33.563	18.247	3.803	94.870	41.380%
2010	37.811	36.855	19.939	4.961	99.566	37.976%
2011	39.801	41.708	23.999	4.905	110.413	36.047%
2012	44.174	42.265	23.325	5.157	114.921	38.439%
2013	44.288	45.538	26.801	4.152	120.779	36.667%
2014	44.284	44.819	28.210	6.014	123.327	35.908%

CITY	2014 PROPOSED RATE	AVERAGE 2014 PROPOSED TAX RATE
Brooklyn Center	74.02	45.02
Hastings	66.71	45.02
Richfield	64.19	45.02
Golden Valley	61.82	45.02
South St. Paul	60.79	45.02
New Hope	58.57	45.02
Crystal	54.81	45.02
Savage	54.55	45.02
Anoka	50.00	45.02
Maplewood	49.48	45.02
St. Louis Park	48.49	45.02
Apple Valley	47.84	45.02
Fridley	47.80	45.02
Rosemount	47.78	45.02
Inver Grove Heights	46.75	45.02
Lino Lakes	46.67	45.02
Champlin	44.73	45.02
Ramsey	**44.28**	**45.02**
Andover	43.79	45.02
Cottage Grove	43.73	45.02
Maple Grove	42.12	45.02
Shakopee	41.40	45.02
Lakeville	41.26	45.02
Oakdale	41.10	45.02
Roseville	40.05	45.02
New Brighton	38.81	45.02
Woodbury	38.00	45.02
Minnetonka	37.56	45.02
Shoreview	37.47	45.02
Blaine	36.30	45.02
Eden Prairie	34.44	45.02
Prior Lake	31.80	45.02
Edina	27.80	45.02
Chanhassen	27.50	45.02
Chaska	26.53	45.02
White Bear Lake	21.14	45.02

Tax Capacity Rate & LGA Comparison
Anoka County Cities

City	2013 Tax Rate	2014 Tax Rate	2013 LGA	2014 LGA
Andover	40.722%	43.791%	$ -	$ 74,655
Anoka	54.010%	49.996%	$ 901,095	$ 1,547,473
Bethel	80.469%	79.828%	$ 35,117	$ 46,105
Blaine	36.740%	36.302%	$ -	$ -
Centerville	71.208%	72.475%	$ -	$ 53,444
Circle Pines	67.554%	60.581%	$ 152,142	$ 314,429
Columbia Heights	80.871%	77.974%	$ 895,180	$ 1,404,176
Columbus	43.255%	49.432%	$ -	$ -
Coon Rapids	48.835%	45.942%	$ -	$ 934,541
East Bethel	48.224%	60.116%	$ -	$ 23,470
Fridley	47.362%	47.801%	$ 795,414	$ 1,211,026
Ham Lake	29.226%	30.806%	$ -	$ -
Hilltop	96.620%	121.412%	$ 116,309	$ 138,622
Lexington	69.340%	79.208%	$ 335,280	$ 385,301
Lino Lakes	46.774%	46.965%	$ -	$ -
Nowthen	27.040%	29.397%	$ -	$ 11,565
Oak Grove	32.676%	32.422%	$ -	$ 81,555
Ramsey	44.290%	45.096%	$ -	$ 91,376
Spring Lake Park	49.311%	57.388%	$ -	$ 285,196
St. Francis	63.026%	59.488%	$ 80,929	$ 313,466

City of Ramsey Proposed Levy
Total Budget and Property Taxes

Budgeted Expenditures

2013 Adopted Budget	$ 10,293,837
Proposed 2014 Budget	$ 9,750,135
Change from 2013 to 2014	(5.28%)
	($543,702)

2014 Notable Budget Items

Budget Highlights

Revenue:

*Sales tax savings due to 2014 sales tax exemption: $54,600

*LGA reinstated(2013 last year received) $91,400

*Special Police Services: Decreased by $25,000 (Anoka County Systems Admin over)

*Engineering Revenue: $372,500 Decrease (Reduction in road & project funding)

*Transfers in from other Funds: $260,000 due to decrease in one-time funding for road maintenance

2014 Notable Budget Items

Budget Highlights Continued

Expenditures:

*Personnel (62.6% of total budget)

(Per 2013 Strategic Planning):

Additions: Police Officer

Office Assistant – 25 Hour week

IT Technician – 20 Hour week

Building Inspector: Offset with permit rev.

Interns: Admin, Planning, Rental License, Code Inforcement, Building Insp & Park)

* Retirement Funding for Police: Legislative Mandate: $26,000 Increase

2013 Notable Budget Items

Budget Highlights Continued

Expenditures Continued:

*Communications (2013 Strategic Planning) $26,750
Update/develop an in-depth community profile of city & City Marketing posters for various community events

*Election Year: $38,000 Increase

*Road Maintenance Funding Decreased from $1,327,500 to $500,000 (prior 2013 funding level) Funded in 2013 with one-time funds

*Capital Equipment of $481,950: Replace outdated phone system, 3 squad cars, Plow Truck, & mowers

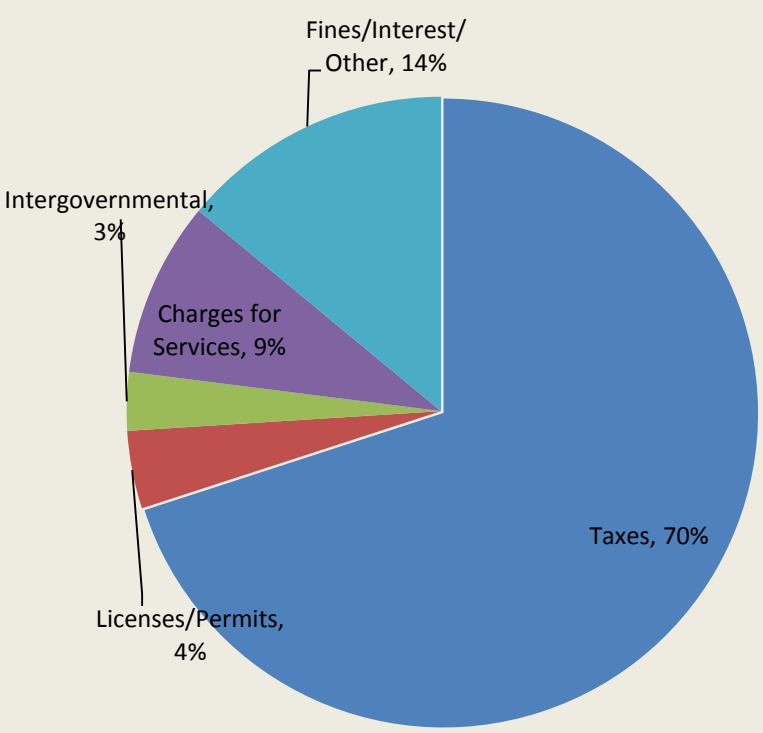
2014 BUDGET HI-LITES

- Final Budget/Levy will be adopted at the regular City Council meeting of December 10, 2013

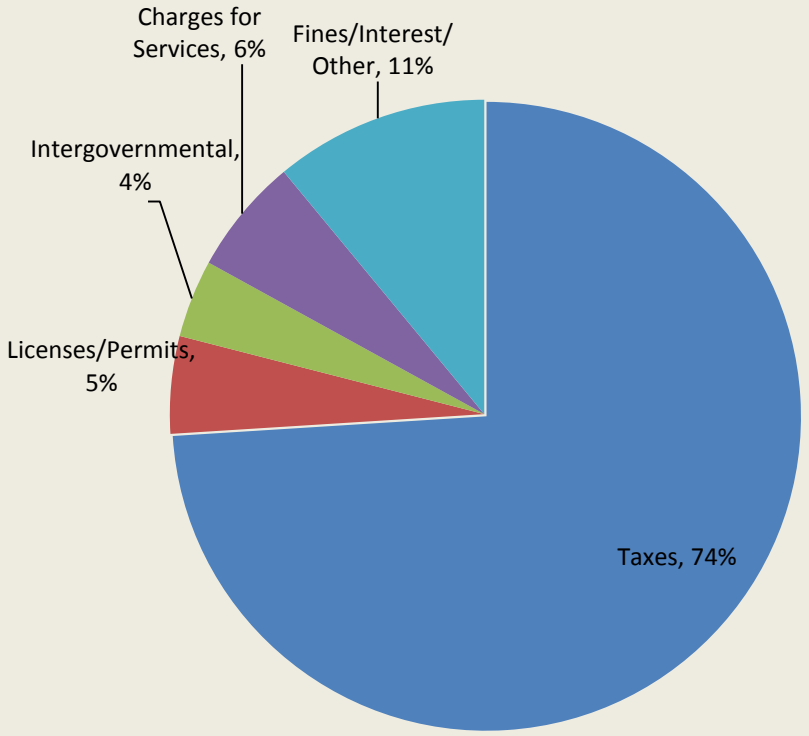
- Draft Budget document available on City website under Finance Department

General Fund
Where It Comes From

2013 - General Fund Revenues

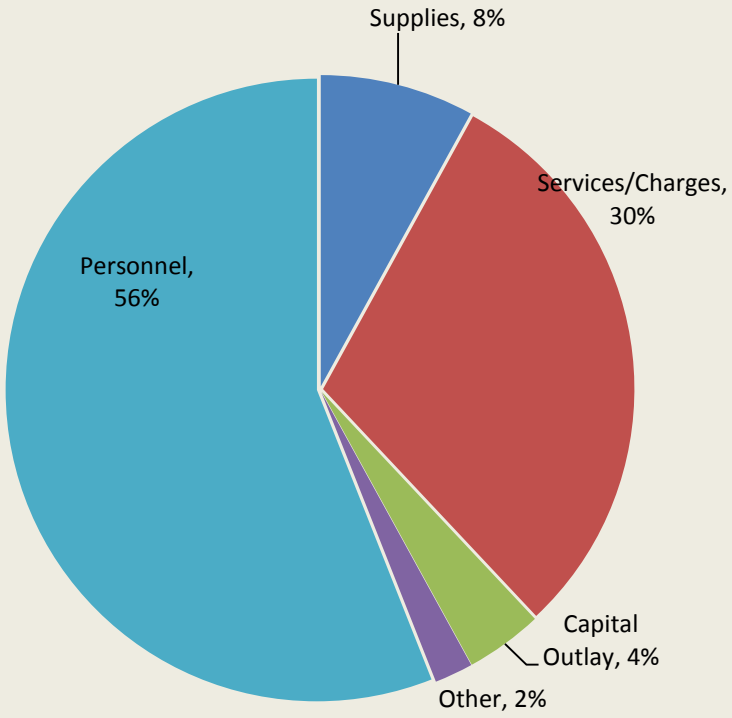


2014 - General Fund Revenues

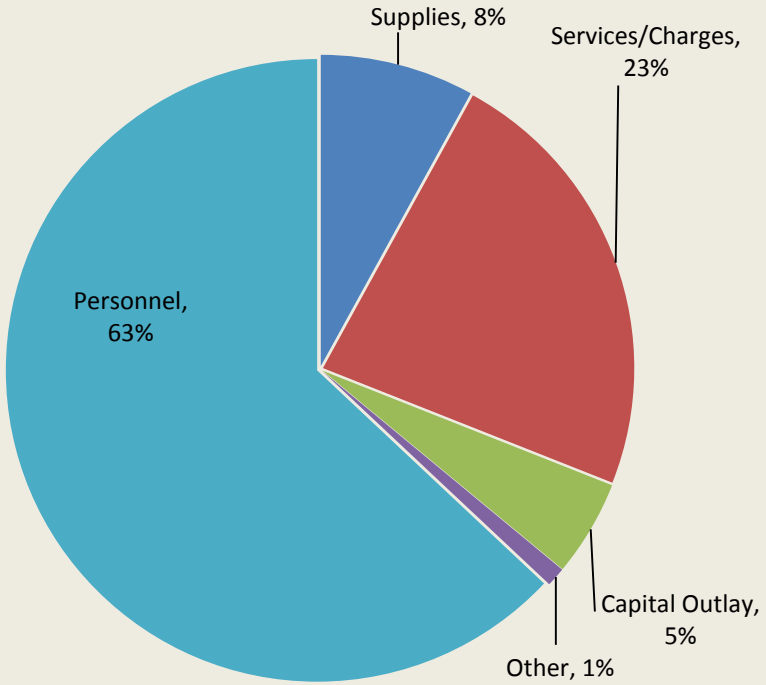


2014 Proposed General Fund Expenditures - By Type

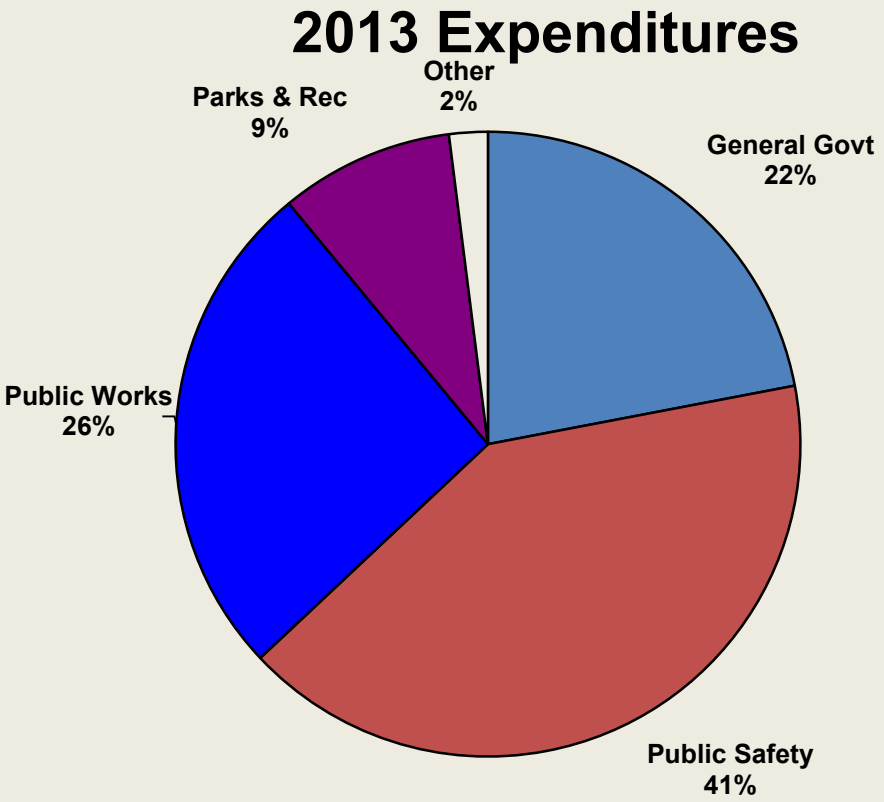
2013 Expenditures

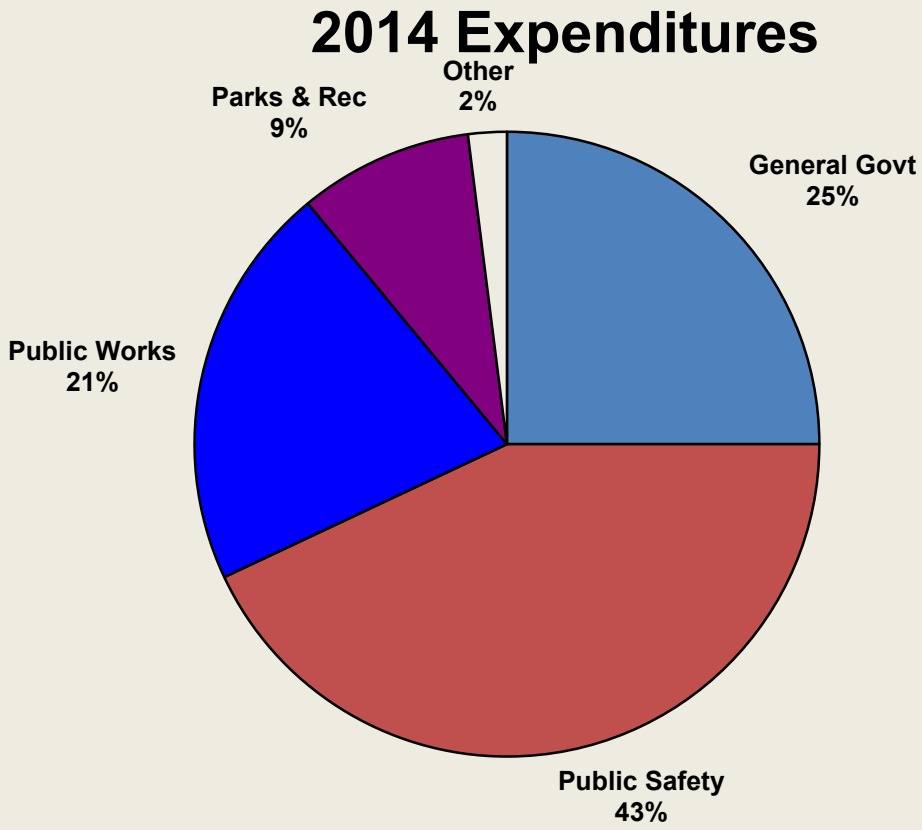


2014 Expenditures

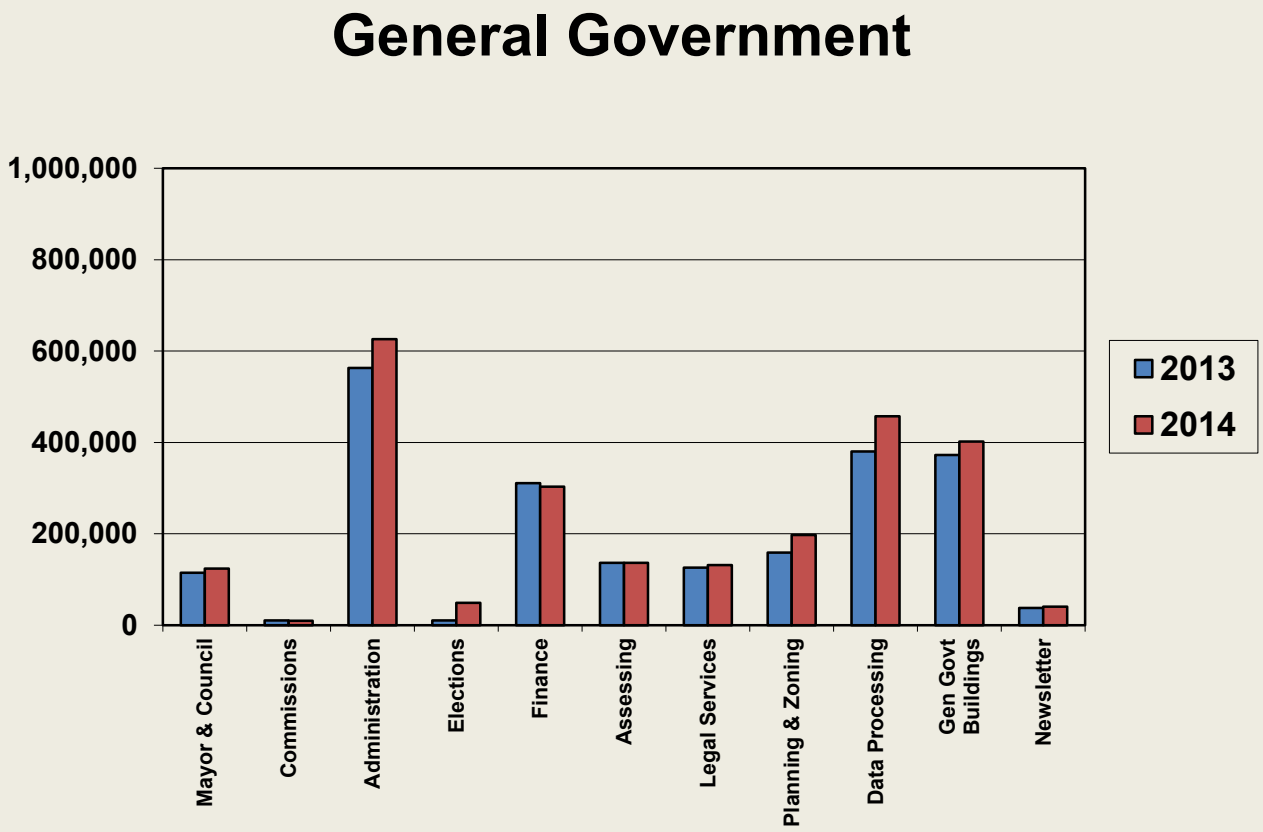


2014 Proposed General Fund Expenditures - By Function

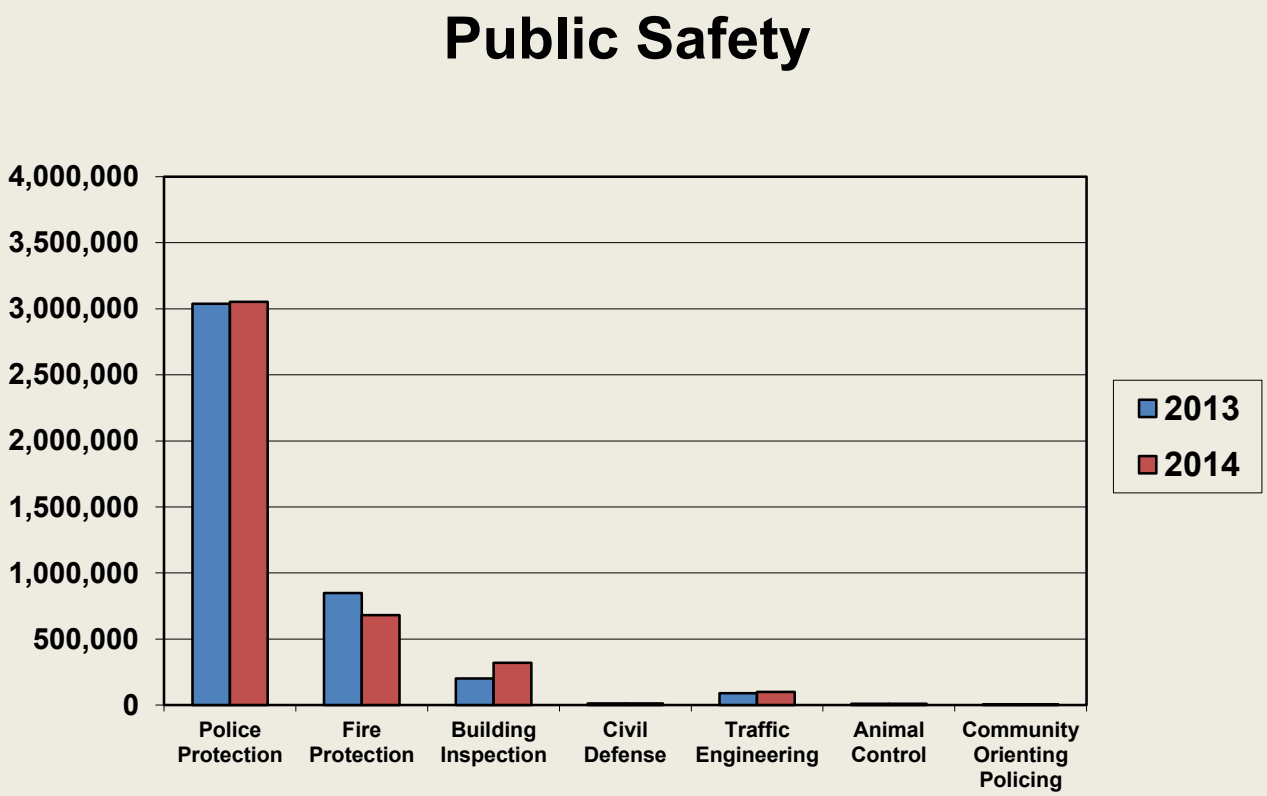




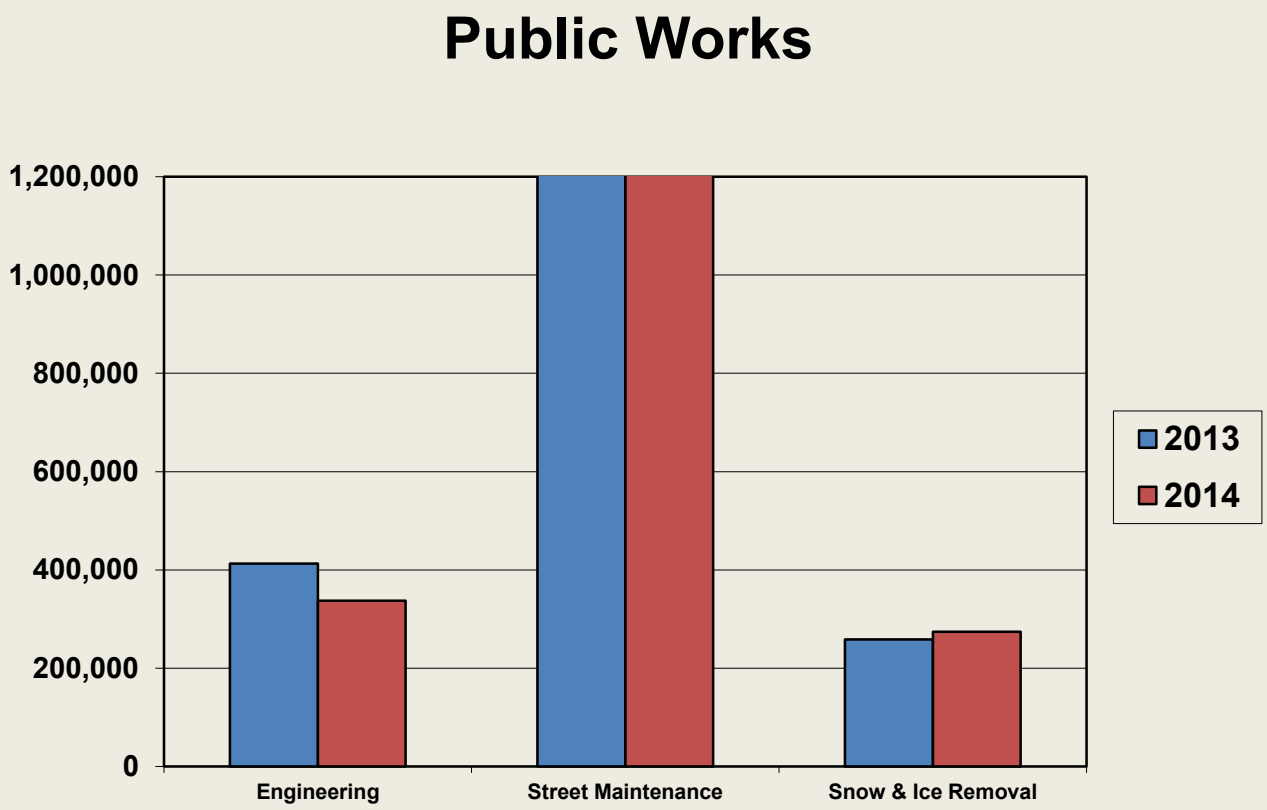
CITY OF RAMSEY
General Fund Budget 2013 to 2014



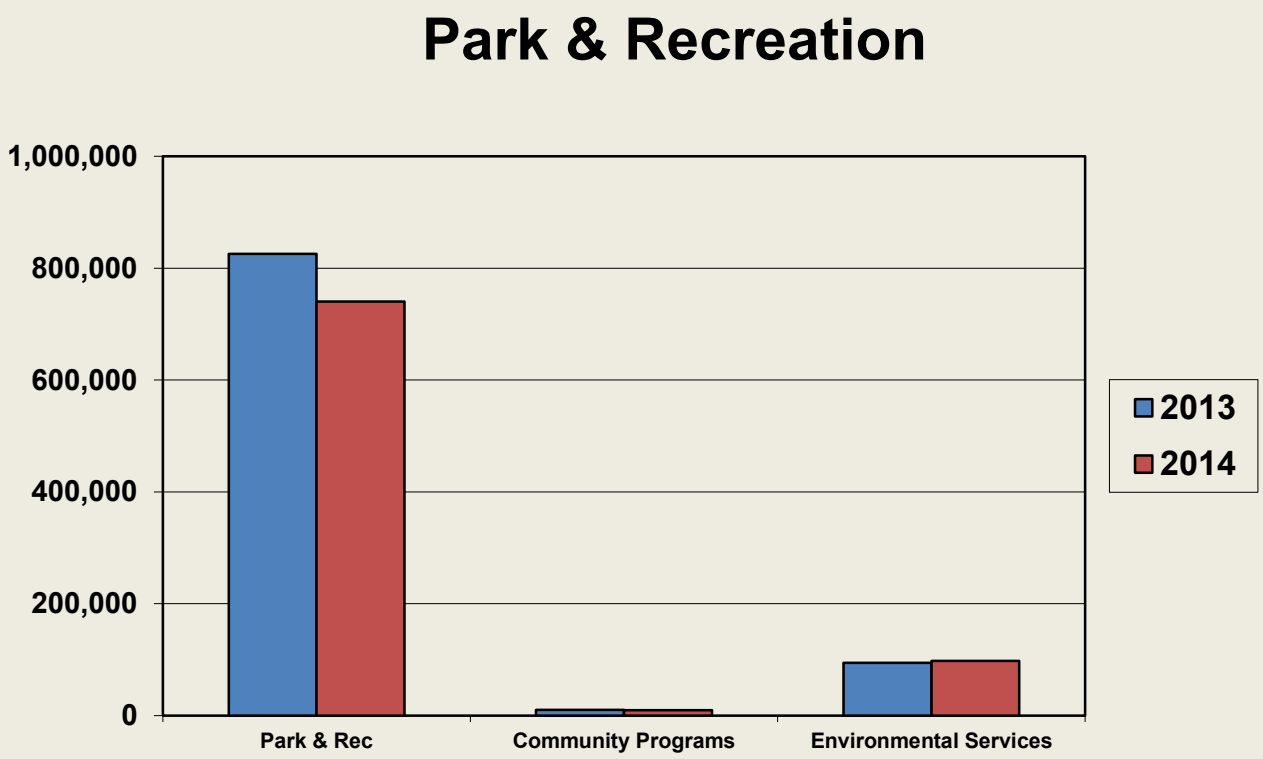
CITY OF RAMSEY
General Fund Budget 2013 to 2014



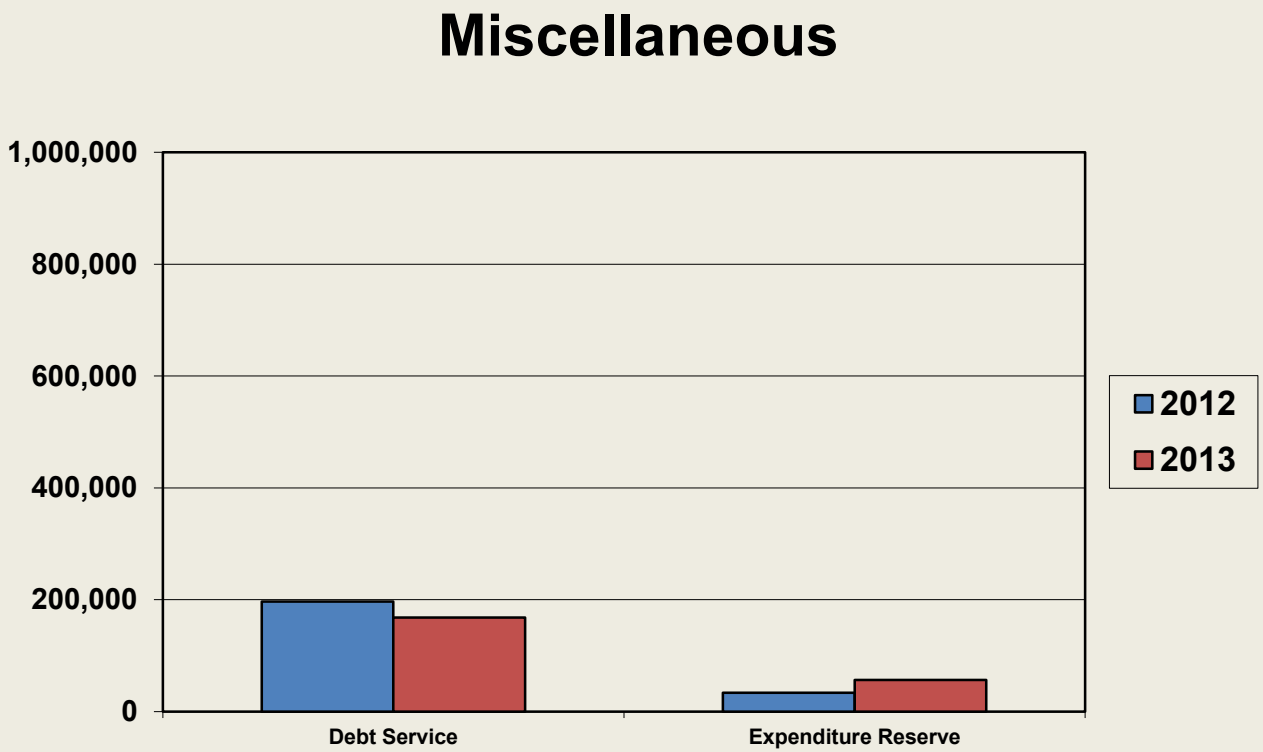
CITY OF RAMSEY
General Fund Budget 2013 to 2014



CITY OF RAMSEY
General Fund Budget 2013 to 2014



CITY OF RAMSEY
General Fund Budget 2012 to 2013



2013 EDA/HRA BUDGET AND LEVY

EDA/HRA Budgets & Levies:

EDA:

*Levy of $121,783 ($104,466-2013) 16.6% Decrease

*Calculates into city's net tax capacity rate of 44.284%

HRA:

*Levy of $207,802 ($187,268-2013) 10.9% Increase

*Does not calculate into city's net tax capacity rate

Tax Information Websites

- Anoka County Tax Calculator:
  - http://www.co.anoka.mn.us/v1_departments/div-property-rec-tax/est-tax-calc/index.asp
- Commercial Property Fiscal Disparity Information:
  - http://www.metrocouncil.org/metroarea/FiscalDisparities/index.htm
- Video: How are your property taxes calculated?:
  - http://www.youtube.com/watch?v=hYPivRGxd-4
- 2014 Proposed City of Ramsey Budget document:
  - http://www.ci.ramsey.mn.us/departments/finance/annbudget.aspx


City of
RAMSEY
Questions?
RAMSEY
MUNICIPAL
CENTER
7550
RAMSEY MUNICIPAL CENTER

Our Mission: To work together to responsibly grow our community, and to provie quality, cost-effective, an efficient government services

CC Regular Session
Meeting Date: 12/10/2013
By: Bruce Westby, Engineering/Public Works

Information

Title:

Consideration of Adopting Resolution #13-12-217 Approving Joint Powers Agreement with Anoka County for CSAH 5 /Alpine Drive Intersection Improvements

Purpose/Background:

The purpose of this case it to review the Anoka County led CSAH 5 (Nowthen Blvd) / Alpine Drive Intersection Improvements and to consider adoption of Resolution #13-12-217 approving the attached draft Joint Powers Agreement (JPA) between Anoka County and the City of Ramsey as related to this project.

By approving the JPA the City Council would be providing municipal consent for this project, which is needed at this time to allow Anoka County to move forward with the project in a timely manner. This project is proposed to be constructed in the summer / fall of 2014. Construction is proposed to begin after schools recess for the summer to minimize impacts to school bus routes, especially as related to Ramsey Elementary School which is located approximately one-quarter mile south of the intersection on CSAH 5 (Nowthen Blvd).

The CSAH 5 (Nowthen Blvd) / Alpine Drive Intersection Improvements project, designated as City Improvement Project 14-20, proposes various operational and safety improvements at this severely skewed intersection. The primary improvements include installation of a signal system, construction of dedicated right and left turn lanes on all approaching legs, and access management measures including disconnecting the nearby intersection of old CSAH 5 (Nowthen Blvd) with new CSAH 5 (Nowthen Blvd), and constructing raised concrete median islands along CSAH 5 (Nowthen Blvd) both sides of Alpine Drive. Attached is a layout of the proposed improvements.

The JPA defines the terms of agreement between Anoka County and the City of Ramsey for constructing the proposed improvements including items such as project purpose, method of delivery, estimated costs, fund disbursements, maintenance considerations, and termination of the agreement.

Notification:

N/A

Observations/Alternatives:

The primary improvements associated with this project are as follows.

Signal system installation –
This intersection is currently controlled by a 4-way STOP which was installed several years ago in response to numerous crashes that occurred at this intersection. The 4-way STOP was intended to be a temporary traffic control measure until such time that a signal system could be installed. The new signal system will control traffic operations on all 4 legs of the intersection, and will include an Emergency Vehicle Pre-emption (EVP) system to allow emergency vehicles equipped with EVP to change the signal during emergency calls.

Access modifications –
Raised median islands will be constructed along CSAH 5 (Nowthen Blvd) on both sides of Alpine Drive to physically separate opposing streams of traffic and to restrict access (primarily left turn movements) from abutting properties. The following is a summary of impacts to abutting properties.

- Old Municipal Center – Access from/to this property will not be impacted by this project. The raised median on CSAH 5 (Nowthen Blvd) is proposed to end just north of the entrance to this site and will therefore still allow full access to/from CSAH 5 (Nowthen Blvd).
- 15200 Nowthen Boulevard NW – Access to be restricted from full-access to right-in/right-out only.
- 15220 Nowthen Boulevard NW – Access to be restricted from full-access to right-in/right-out only.
- 15250 Nowthen Boulevard NW – Access to be relocated from CSAH 5 (Nowthen Blvd) to Alpine Drive and will remain a full-access.
- 15243 Nowthen Boulevard NW – Access to be restricted from full-access to right-in/right-out only.

The intersection of old CSAH 5 / new CSAH 5 (Nowthen Blvd) just north of Alpine Drive will be disconnected and the south end of old CSAH 5 will be converted into a dead-end road with a "T" turn-around to accommodate snow plow and emergency vehicle access. All traffic must then access CSAH 5 (Nowthen Blvd) at the current intersection of old and new CSAH 5 approximately one-quarter mile north of Alpine Drive. To address safety concerns due to restricted sight-lines at this intersection as noted by numerous residents during the public Open House held by Anoka County in October, a bypass lane will be constructed along southbound CSAH 5 (Nowthen Blvd), plus Anoka County proposes to remove the existing trees within County right-of-way at this intersection.

Stormwater ponding –
The City owns a 0.57 acre parcel of property in Alpine Acres in the northwest quadrant of the intersection, which is dedicated in a plat as parkland. According to Anoka County, the property has an assessed value of $3,300 and a portion of the property is classified as wetland, rendering is largely undevelopable. Anoka County is therefore proposing that the city provide a drainage easement over the entirety of this parcel to allow the County to use this parcel for stormwater ponding to accommodate the increased stormwater runoff due to the increased impervious area associated with these improvements. Due to access and grading issues associated with the potential development of this site as parkland, and because an opportunity exists at this time to exchange the use of this parcel for cost reductions related to construction of a missing trail connection north of Alpine Drive between CSAH 5 (Nowthen Blvd) and Krypton Street, staff recommends providing Anoka County with the requested drainage easement over this parcel.

Alpine Drive trail connection (CSAH 5 (Nowthen Blvd) to Krypton Street) –
Numerous trails exist in the project area but a gap exists in the trail system north of Alpine Drive between CSAH 5 (Nowthen Blvd) and Krypton Street where the trail abruptly ends approximately 100 feet west of Krypton Street. Staff has always intended to connect this gap, and the opportunity now exists to cost-effectively connect this gap with this project. Staff therefore recommends providing Anoka County with the requested drainage easement over the City's 0.57 acre parcel in Alpine Acres for the County's use as a stormwater ponding facility. This will then be in exchange for Anoka County preparing the plans and specifications and procuring the necessary right-of-way and temporary construction easements to construct the trail connection, which is approximately 700 feet in length. Anoka County staff soon plans to meet with the abutting property owners to discuss associated tree removals and right-of-way/temporary construction easement needs, including potential compensation for these items.

The estimated construction cost for the trail connection is $17,000. There will also likely be additional costs for securing the necessary right-of-way and construction easements (+/- 2 feet of right-of-way and temporary construction easements) and compensating for tree removals, though these costs are still unknown. Anoka County has designed the trail connection and incorporated it into their construction plans, and they would bid and inspect the trail during construction, all of which provide additional benefit to the City.

The County therefore proposes the following cost sharing methodology related to the stormwater ponding and trail connection. The City will provide the necessary drainage easement over our 0.57 acre platted parkland property to allow the County to use the land for stormwater ponding, in exchange for which the County will pay to secure the necessary right-of-way and temporary easements to construct the trail connection, as well as provide compensation for tree removals as needed. The City will then pay all costs to construct the trail, although the County has also agreed to apply federal funds to the trail (federal funds are currently covering about 60% of construction costs) instead of requiring the City to pay 100% of construction costs per standard practice for work not required for their project. This will result in an estimated total cost to the city of $6,800 to construct the trail connection with this project, thereby saving the City about $10,200.

Trunk watermain connection / loop –
City staff recommends constructing a watermain connection to loop the trunk watermain system in this area to provide additional flexibility for maintaining the trunk watermain lines. The watermain would be constructed under the new trail connection north of Alpine Drive between CSAH 5 (Nowthen Blvd) and Krypton Street, which will avoid the need to reconstruct any portion of Alpine Drive outside the current project limits. The estimated cost for this work is $40,000.

Existing Trails –
Any existing trails impacted by this project will be replaced with identical trail sections having the same width and pavement section, and new ADA compliant pedestrian curb ramps will be installed on all pedestrian facilities in all 4 corners of the intersection.

Alpine Drive Culvert Replacement (separate project) –
Staff wants Council to be aware that an RCP equalizer pipe crossing Alpine Drive about one-quarter mile west of CSAH 5 was recently repaired and needs to be replaced. Since the intersection of CSAH 5 (Nowthen Blvd) and Alpine Drive will be temporarily closed during this project, staff would propose to replace the pipe at that time to avoid disruptions to traffic and to save on traffic control costs. This work, which is not included in the CIP and would be completed under separate contract, is estimated to cost $35,000.

Estimated Project Costs:

The estimated construction cost of the total project is $1,692,666.35. Federal funds are available for this project and are capped at $936,000. The federal funds shall be split based on the ratio of eligible cost incurred by each party to the total eligible project cost. Eligible costs are the costs of items that can participate in federal funding as shown on Exhibit B of the attached JPA.

The total estimated construction cost to the City is $385,918.61 (prior to application of federal funds available). After federal funding percentage is applied, the cost to the City for our share of the construction costs of the project is $195,140.81 ($385,918.61 minus $190,777.80, the federal funds available to the City).

The City participation in construction engineering will be at a rate of eight percent (8%) of our designated construction share of $385,918.61, which equals $30,873.49. In summary, the total City share of this project before federal funds are applied is $296,883.36 which includes construction and construction engineering costs. The total cost to the City after federal funds are applied, including construction engineering which is not eligible for federal funding, is $226,014.30.

Upon award of the contract, the City will need to pay the County, upon written demand by the County, ninety five percent (95%) of its portion of the cost of the project, which is estimated at $214,713.58. Prior to billing, this estimate will be updated by the County to reflect the actual bid prices as awarded. An updated cost estimate shall be provided to the City at the time of billing. The City's share of the cost of the project shall include only construction and construction engineering expense and does not include engineering design and administrative expenses incurred by the County.

Upon final completion of the project, the City's share of the construction cost will be based upon actual construction costs. If necessary, adjustments to the initial ninety five percent (95%) charged to the city will be made in the form of credit or additional charges to the City's share. Also, the remaining five percent (5%) of the City's portion of the construction costs shall be paid.

Public Works Committee Recommendation –
Staff from the City and Anoka County reviewed the proposed improvements with the Public Works Committee on Tuesday, December 3rd. The following is a summary of the comments received by the Committee.

- ***Access modifications –*** The Committee generally agreed that they would prefer that raised concrete median islands not be constructed on County Roads within City limits. However, in this case it seems to be more acceptable given that County staff met with the affected property owners who generally supported the access restrictions created by the raised medians because of the increased safety provided by them.
- ***Stormwater ponding –*** The Committee was generally supportive of providing a drainage easement over this property for use as stormwater ponding.
- ***Alpine Drive trail connection (CSAH 5 (Nowthen Blvd) to Krypton Street) –*** Two of the three Committee members (CM Backous and CM Kuzma) supported constructing this trail connection due to the regional benefits provided by this trail connection. However, CM Riley was not supportive of constructing the trail connection as two of the abutting property owners recently contacted him to note their objections due to reduced green space along their front yards, as well as potential impacts to their driveway alignments / grades. If Council approves the trail connection, staff will work with Anoka County to ensure that the proposed driveway alignments / grades will meet the property owner's needs.
- ***Trunk watermain connection / loop –*** The Committee was generally supportive of constructing the trunk watermain connection given the benefits provided by looping the system as noted above.

The Public Works Committee recommended City Council approval of the draft Joint Powers Agreement as drafted by a vote of 2 to 1. CM Riley voted in the

negative in keeping with his objections to constructing the trail connection and, to a lesser degree, due to raised medians being proposed along CSAH 5 (Nowthen Blvd).

It should be noted that the Public Works Committee recommended approval based on a city cost share that was more than $60K less than the amount presented herein. The city's cost share and attached JPA were updated by Anoka County after the Public Works Committee meeting and was submitted to City staff on Thursday, December 5th. According to Anoka County, the city's share increased because the previous estimate included all drainage improvements as Anoka County costs. These costs were then prorated based on the percentage of runoff coming from the City's and the County's right-of-ways. This percentage may still change based on State Aid percentages, but the estimates now show $111,026.61 as the City portion of the drainage minus $63,317.8 (federal funds) with $47,708.81 being the City's cost for drainage. Also, additions to common excavation, bituminous pavement removal and aggregate base class 5 quantities increased the total project cost causing the federal funding percentage to go from 60% to 57% which also affected the City's cost share.

Alternatives:

Alternative #1 – Motion adopting Resolution #13-12-217 approving the attached draft Joint Powers Agreement between Anoka County and the City of Ramsey for the CSAH 5 (Nowthen Blvd) /Alpine Drive Intersection Improvements as written.

Alternative #2 – Motion adopting Resolution #13-12-217 approving the attached draft Joint Powers Agreement between Anoka County and the City of Ramsey for the CSAH 5 (Nowthen Blvd) /Alpine Drive Intersection Improvements with the following modifications; _____.

Alternative #3 – Motion denying adoption of Resolution #13-12-217 at this time.

Funding Source:

Funding splits for this project will be apportioned as indicated in the Joint Powers Agreement using Anoka County's standard cost sharing policy. The City's share would be funded using a mix of Municipal State Aid Funds, Park and Recreation Funds, and Water Utility Funds.

The City's total costs for the improvements shown on the attached project layout are estimated to be $226,014.30 (construction and construction engineering). This total reflects a reduction of $190,777.80 due to the application of federal funding received by Anoka County for this project. The total cost includes costs for constructing the trail connection north of Alpine Drive between CSAH 5 (Nowthen Blvd) and Krypton Street, as well as the trunk watermain connection under the proposed trail connection. If Council chooses not to approve these items with the project the City's total costs would be reduced by $46,800 bringing the total estimated City cost to $179,214.30.

It is important to note that these costs are based on engineer's estimates and that the city's actual costs will be based on final construction costs, which may be more or less than estimated costs.

Recommendation:

Staff recommends selecting Alternative #1 or #2 if the City Council supports the project and is in agreement with the attached draft JPA as drafted, or with only minor revisions as noted.

Staff recommends selecting Alternative #3 if the City Council does not support the project and/or the draft JPA without significant modifications.

Action:

Alternative #1 – Motion adopting Resolution #13-12-217 approving the draft JPA as written.

Alternative #2 – Motion adopting Resolution #13-12-217 approving the draft JPA with the following modifications; _____.

Alternative #3 – Motion denying adoption of Resolution #13-12-217 at this time.

Attachments

Res 13-12-217
DraftJPA IP1420
Layout IP1420

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	12/04/2013 01:02 PM
Kurt Ulrich	Kurt Ulrich	12/05/2013 08:06 AM
Bruce Westby (Originator)	Bruce Westby	12/05/2013 05:17 PM
Form Started By: Bruce Westby		Started On: 10/29/2013 06:22 PM
Final Approval Date: 12/05/2013		

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

RESOLUTION #13-12-217

RESOLUTION APPROVING JOINT POWERS AGREEMENT WITH ANOKA COUNTY FOR CSAH 5 (NOWTHEN BLVD) / ALPINE DRIVE INTERSECTION IMPROVEMENTS, IP 14-20

WHEREAS, Anoka County is proposing improvements to the intersection of CSAH 5 (Nowthen Blvd) / Alpine Drive to improve traffic operations and increase safety; and

WHEREAS, CSAH 5 (Nowthen Blvd) is a County State Aid Highway under the jurisdiction of Anoka County; and

WHEREAS, Alpine Drive is a Municipal State Aid Street under the jurisdiction of the City of Ramsey; and

WHEREAS, the proposed intersection improvements require improvements to both CSAH 5 (Nowthen Blvd) and Alpine Drive; and

WHEREAS, the City of Ramsey and Anoka County desire to work cooperatively to construct the proposed improvements; and

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

1) That the City of Ramsey allocates a total of $226,014.30 in Municipal State Aid Funds, Park and Recreation Funds, and Water Utility Funds for capital improvements to the intersection of CSAH 5 (Nowthen Blvd) / Alpine Drive, including $195,140.81 for construction costs and $30,873.49 for construction engineering.

2) That the City's cost allocations are based on Anoka County's standard cost sharing agreement, including costs related to the installation of a new signal system to replace the existing 4-way intersection STOP controls, and all costs for improvements made to Alpine Drive.

3) That the City's cost allocations include $40,000 in Water Utility Funds for constructing a trunk watermain connection north of Alpine Drive between CSAH 5 (Nowthen Blvd) and Krypton Street, including all construction engineering and construction costs.

4) That the City's cost allocations include $6,800 in Park and Recreation Funds for constructing a trail connection north of Alpine Drive between CSAH 5 (Nowthen Blvd) and Krypton Street, excluding construction engineering and right-of-way costs.

5) That Anoka County will apply available federal funding to reduce the city's cost share by the amount of $190,777.80.

6) That the attached Joint Powers Agreement for construction of the proposed intersection improvements is hereby approved with the conditions noted above.

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

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

and the following voted against the same:

none

and the following abstained:

none

and the following were absent:

none

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 10th day of December, 2013.

_____
Mayor Strommen

ATTEST:

_____
City Clerk

JOINT POWERS AGREEMENT
FOR THE INTERSECTION IMPROVEMENT PROJECT
AT THE INTERSECTION OF
COUNTY STATE AID HIGHWAY 5 (NOWTHEN BLVD. NW) AND
ALPINE DRIVE NW IN THE CITY OF RAMSEY, MN
(SP 002-605-018, CP 14-20, SAP 199-106-011)

THIS AGREEMENT is made and entered into this _ day of _____, 2013 by and between the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue, Anoka, Minnesota 55303, hereinafter referred to as "County", and the City of Ramsey, 7550 Sunwood Dr. NW, Ramsey, MN 55303, hereinafter referred to as "City".

WITNESSETH

WHEREAS, the parties to this agreement agree it is in the best interest of the traveling public to improve the intersection of County State Aid Highway (CSAH) 5 (Nowthen Blvd. NW) and Alpine Drive and,

WHEREAS, said parties mutually agree that the intersection of CSAH 5 (Nowthen Blvd NW) and Alpine Drive is in need of improvement; and,

WHEREAS, the County has prepared preliminary design plans for the intersection improvement of CSAH 5 (Nowthen Blvd NW) and Alpine Drive in accordance with Anoka County and the Minnesota Department of Transportation standards to a staff approved layout condition; and,

WHEREAS, Anoka County has jurisdiction over CSAH 5 and the City has jurisdiction over Alpine Drive and,

WHEREAS, the parties agree that it is in their best interest that the cost of said project be shared; and,

WHEREAS, Minn. Stat. § 471.59 authorizes political subdivisions of the state to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED:

I. PURPOSE

The parties have joined together for the purpose of adding left and right turn lanes and a signal system as described in the preliminary design plans. The County project number for the reconstruction is SP 002-605-018 the City project number is CP 14-20 and the City State Aid project number is SAP 199-106-011. Said engineering plans are filed in the office of the Anoka County Highway Department and incorporated herein by reference.

The parties to this Joint Powers Agreement (JPA) agree in principle that construction of County State Aid Project No. 002-605-018 at the intersection of CSAH 5 (Nowthen Blvd NW) and Alpine Drive is in

the best interest of the traveling public and that the Preliminary Layout as shown in Exhibit "A" defines the preliminary design of the Project.

It is agreed that the Exhibit "A" Layout dated September 20, 2013 has been reviewed and accepted by the parties and is suitable for preparation of final construction documents. Any significant changes made hereafter to the design as presented in the Exhibit "A" Layout will require approval by the parties as an amendment to this JPA. These same changes will require a change in the cost share to include any additional design engineering costs that may occur.

II. METHOD

The County shall cause the construction of Anoka County Project SP 002-605-018, City project numbers CP 14-20 & SAP 199-106-011, in conformance with proposed engineering plans and specifications.

IMPROVEMENTS

It is agreed by the parties that in 2014 left and right turn lanes and a traffic signal will be constructed at the intersection of CSAH 5 (Nowthen Blvd NW) and Alpine Drive to the extent shown in "Exhibit A". Improvements include but are not limited to: roadway widening, traffic signal construction, left and right turn lanes, curb & gutter, concrete median, pavement reclamation and mill & overlay. The costs of these improvements have been estimated for this agreement and will be finalized after bids have been received. These costs will be shared by the County and the City.

RIGHT OF WAY**:**

The parties agree that the County will acquire all necessary right-of-way and easements for the Project. Acquisition of any additional right-of-way and/or easements needed for improvements to the City street intersections beyond what is defined in the Exhibit "A" Layout will be the responsibility of the City. It is agreed by the parties that all necessary right of way and easements will be in legal possession of the County prior to acceptance of bids for the project. Any City owned property or easements required for the construction will be conveyed to the County at no cost.

BITUMINOUS TRAIL:

The parties agree that the City will be responsible for the local match in areas where no trail exists and the County will be responsible for the local match where trail currently exists.

The parties agree that the cost for the trail includes: bituminous surfacing, aggregate base, excavation (including muck excavation), borrow material (granular and topsoil), and turf establishment. The parties agree that the County will pay for the design of the trail, wetland mitigation required by impacts caused by the trail, the additional right of way and easements required to construct the trail at the proper location, and any removal items, with the exception of any soil correction required to construct the trail.

TRAFFIC SIGNALS**:**

The parties agree that a new traffic control signal will be constructed with this project. The parties agree that the cost of constructing the signal shall be standard County cost share, with 100% of the EVP costs and 75% of the traffic signal costs to the City, and 25% of the traffic signal costs to the County.

Following construction, the ongoing traffic signal maintenance will be consistent with Anoka County warranted traffic signal maintenance practices, with the County 100 % responsible for all ongoing traffic signal maintenance, the City reimbursing the County 100% for all ongoing EVP maintenance, the City 100% responsible for all luminaire maintenance, and 100% responsible for the ongoing supply of electrical power for the traffic signal system.

DRAINAGE**:**

The City shall pay for a percentage of the cost of the storm sewer system, including the detention basins and their outlet structures. The City portion of the cost is based on contributing flow through the storm sewer system to the detention basin determined by the product of contributing area and runoff coefficient.

TRAFFIC CONTROL**:**

The parties understand and agree that CSAH 5(Nowthen Blvd NW) and Alpine Drive will be closed to thru traffic during construction. The parties agree and understand the cost share for traffic control for the city shall be a prorated share based on the City project cost divided by the total project cost.

DRIVEWAYS**:**

The parties agree that all driveways affected by the Project will be reconstructed in kind at 100% project cost with the cost of any upgrades requested by the City, including concrete aprons, to be the sole responsibility of the City.

LANDSCAPING/STREETSCAPING:

The parties agree that if the City wishes to include landscaping or streetscape features in the County right of way, they shall be designed in accordance with Anoka County Highway Department Landscape/Streetscape Guidelines. The City shall supply the signed plan sheets and specifications for the proposed landscape/streetscape. The total cost of the design as well as the construction cost above standard median cost will be at the expense of the requesting City. All construction documents must be submitted to the County by December 16, 2013. Maintenance of any landscaping/streetscaping will be the sole responsibility of the City.

UTILITIES**:**

The parties agree that the Exhibit "A" Layout does not include specific proposed utility locations. The City will be responsible for the design of any sanitary sewer and water main improvements and/or relocations due to road reconstruction, which will be incorporated into the project bid documents. The cost of the design of these features shall be the responsibility of the City. The cost of construction of these features shall be the responsibility of the City. In areas where relocations are solely due to road reconstruction federal funds shall be applied. The City's design of the sanitary sewer and water main utilities are to include signed plans, specifications, and estimated quantities and cost. All construction documents must be submitted to the County by December 16, 2013.

PERMITS:

The parties agree that the County will secure all necessary permits for this Project. The City agrees to coordinate with the County in securing the permits required by the Lower Rum River Watershed Management Organization, city permits, as well as any other permits that may be required. The County also requests that the City inform the County of any ordinances or city regulations that affect construction at the time of the signing of this JPA. (e.g. setbacks, tree clearing ordinances, or any other city ordinances.)

III. COSTS

The contract costs of the work, or if the work is not contracted, the cost of all labor, materials, normal engineering costs and equipment rental required to complete the work, shall constitute the actual "construction costs" and shall be so referred to herein. "Estimated costs" are good faith projections of the costs, which will be incurred for this project. Actual costs will vary and those will be the costs for which the relevant parties will be responsible.

The estimated construction cost of the total project is $1,692,666.35. Federal funds available for the Project are capped at $936,000. The federal funds shall be split based on the ratio of eligible cost incurred by each party to the total eligible project cost. Eligible costs are the costs of items that can participate in federal funding as shown on Exhibit B.

The total estimated construction cost to the City is $385,918.61(prior to application of federal funds available). After federal funding percentage is applied, the cost to the City for their share of the construction items of the Project is $195,140.81 ($385,918.61, minus $190,777.80), the federal funds available to the City).

The City participation in construction engineering will be at a rate of eight percent (8%) of their designated construction share of $385,918.61. The estimated cost to the City for construction engineering is $30,873.49. In summary, the total City share of this project is $296,883.36 (includes construction and construction engineering costs). The total cost to the City after federal funds have been applied including construction engineering is *** $226,014.30 (see summary below).**

*($385,918.61 – $190,777.80 + $30,873.49 = **$226,014.30**, note: construction engineering costs are not federally eligible)

Upon award of the contract, the City shall pay to the County, upon written demand by the County, ninety five percent (95%) of its portion of the cost of the project estimated at $214,713.58. Prior to billing, this estimate will be updated by the County to reflect the actual bid prices as awarded. An updated cost estimate shall be provided to the City at the time of billing. The City's share of the cost of the project shall include only construction and construction engineering expense and does not include engineering design and administrative expenses incurred by the County.

Upon final completion of the project, the City's share of the construction cost will be based upon actual construction costs. If necessary, adjustments to the initial ninety five percent (95%) charged to the city will be made in the form of credit or additional charges to the City's share. Also, the remaining five percent (5%) of the City's portion of the construction costs shall be paid.

IV. TERM

This Agreement shall continue until terminated as provided hereinafter.

V. DISBURSEMENT OF FUNDS

All funds disbursed by the County or City pursuant to this Agreement shall be disbursed by each entity pursuant to the method provided by law.

VI. CONTRACTS AND PURCHASES

All contracts let and purchases made pursuant to this Agreement shall be made by the County in conformance to the State laws.

VII. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds and report of all receipts shall be made upon request by either party. Prior to City payment to the County, the County shall provide the City a copy of all cost participation documents submitted to MnDOT State Aid to assist the City in their application for MSA funding.

VIII. TERMINATION

This Agreement may be terminated by either party at any time, with or without cause, upon not less than thirty (30) days written notice delivered by mail or in person to the other party. If notice is delivered by mail, it shall be deemed to be received two days after mailing. Such termination shall not be effective with respect to any solicitation of bids or any purchases of services or goods which occurred prior to such notice of termination. The City shall pay its pro rata share of costs which the County incurred prior to such notice of termination.

IX. SIGNALIZATION POWER

The City shall at their sole expense, install and cause the installation of an adequate electrical power source to the service cabinet for the previously mentioned CSAH 5 traffic control signal system including any necessary extension of power lines. The City shall be the lead agency in this matter. Upon completion of said traffic control signal installations, the ongoing cost of the electrical power to the signals shall be the sole cost and expense of the City.

X. MAINTENANCE

A. Maintenance of the completed storm sewer (except catch basins and catch basin leads on CSAH 5) and detention basins (including ponds and their outlet structures and grit chambers/collectors) shall be the sole obligation of the City.

B. Maintenance of all sidewalks, including snow plowing, shall be the sole responsibility of the City.

C. Maintenance of the bituminous trails shall be the responsibility of the City. The City shall be responsible for general routine maintenance, such as, sweeping, clearing, plowing, trash removal and other incidental items and shall be responsible for long-term maintenance, such as bituminous overlays, crack sealing and replacement.

D. Maintenance of crosswalk pavement markings on City streets shall be the responsibility of the

City. The County will be responsible for all crosswalk pavement markings for the crossings at all County streets.

E. Maintenance of streetlights and cost of electrical power to the streetlights shall be the sole obligation of the City.

F. Maintenance of the completed traffic control signals and signal equipment at the intersection of CSAH 5(Nowthen Blvd NW) and Alpine Drive shall be the sole obligation of the County.

G. The County shall maintain the said traffic signal controllers, traffic signals and pedestrian indications, loop detectors and associated wiring of the said traffic control signals at the sole obligation of the County.

H. Painting of the traffic signal shall be the sole obligation of the County. Any variation of painting color standards will be billed to the City.

I. Timing of the traffic signal shall be determined by the County.

J. Only the County shall have access to the controller cabinet.

K. The traffic control signal shall be the property of the County.

L. The City shall be responsible for maintenance of the luminaires, luminaire relamping, and luminaire painting.

M. All maintenance of the EVP Systems shall be completed by the County. The City shall be billed by the County on a quarterly basis for all incurred costs.

N. EVP Emitter Units may be installed on and used only by Emergency Vehicles responding to an emergency as defined in Minnesota Statutes §169.01, Subdivision 5, and §169.03. The City shall provide a list to the County Engineer, or the County's duly appointed representative, of all such vehicles with emitter units on an annual basis.

O. Malfunctions of the EVP System shall be immediately reported to the County.

P. All timing of said EVP System shall be determined by the County.

Q. In the event said EVP System or components are, in the opinion of the County, being misused, or the conditions set forth are violated, and such misuse or violation continues after receipt by the City, written notice thereof from the County, the County shall remove the EVP System. Upon removal of the EVP System pursuant to this paragraph, the field wiring, cabinet wiring, detector receiver, infrared detector heads and indicator lamps and all other components shall become the property of the County.

XI. NOTICE

For purposes of delivery of any notices herein, the notice shall be effective if delivered to the County Administrator of Anoka County, 2100 Third Avenue, Anoka, Minnesota 55303, on behalf of the County, and to the City Administrator of City of Ramsey, 7550 Sunwood Dr. NW, Ramsey, MN 55303, on behalf of the City.

XII. INDEMNIFICATION

The City and County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

XIII. ENTIRE AGREEMENT REQUIREMENT OF WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

IN WITNESS WHEREOF, the parties to this Agreement have hereunto set their hands on the dates written below.

COUNTY OF ANOKA

By:_____
Rhonda Sivarajah, Chair
Board of Commissioners

Dated:_____

ATTEST

By:_____
Jerry Soma
County Administrator

Dated:_____

RECOMMENDED FOR APPROVAL

By:_____
Douglas W. Fischer, P.E.
County Engineer

Dated:_____

APPROVED AS TO FORM

By:_____
Dan Klint
Assistant County Attorney

Dated:_____

CITY OF RAMSEY

By:_____
Sarah Strommen
Mayor

Dated:_____

By:_____
Kurt Ulrich
City Administrator

Dated:_____

By: _____
Joseph Langel
City Attorney

Dated: _____

EXHIBIT "C"

COST-SHARING AGREEMENT
FOR PROJECTS CONSTRUCTED IN ANOKA COUNTY
USING COUNTY STATE AID FUNDS OR LOCAL TAX LEVY DOLLARS

ITEMS	COUNTY SHARE	CITY SHARE
Concrete Curb & Gutter	50%	50%
Concrete Curb & Gutter for Median Construction	100%	0%
Concrete Median	100%	0*[1]
Concrete Sidewalk	0%	100%
Concrete Sidewalk Replacement	100%	0%
Bikeways	0%	100%
Bikeway Replacement	100%, Unless existing trail not placed at edge of R/W	0%
Construction or Adjustment of Local Utilities	0%	100%
Grading, Base and Bituminous	100%	0%
Storm Sewer	based on state aid letter*[2]	based on state aid letter*[2]
Driveway Upgrades	100%, in-kind	100%, of up-grades
Traffic Signals, new & replacements (communities larger than 5,000) w/ State Aid approved SJR	½ the cost of it's legs of the intersection	the cost of its legs of the intersection plus ½ the cost of the County legs of the intersection
Traffic Signals, new & replacements (communities less than 5,000) w/ State Aid approved SJR	100%	0%
Traffic Signal, w/o State Aid approved SJR	0%	100%
EVP	0%	100%
Engineering Services	*[3]	*[3]
Right-of-Way	100%*[4]	0%
Street Lights	0%	100%
Noise Walls	100%*[5]	0%*[5]

*1 The County pays for 100% of Standard Median Design such as plain concrete. If a local unit of government requests decorative median such as brick, stamped concrete, or landscaping, the local unit will pay the additional cost above the cost of standard median.

*2 In the event no State Aid is being used, or in the event the state aid letter does not determine cost split percentages, drainage cost shares will be computed by the proportion of contributing flow outside the County right of way to the total contributing flow.

*3 Engineering shall be paid by the Lead Agency except that any participating agency will pay construction engineering in the amount of 8% of the construction costs paid by that agency.

*4 In the event that the Township or City requests purchase of right-of-way in excess of those right-of-ways required by County construction, the Township or City participates to the extent an agreement can be reached in these properties. For instance, a Township or City may request a sidewalk be constructed alongside a County roadway which would require additional right-of-way, in which case the Township or City may pay for that portion of the right-of-way. Acquisition of right-of-way for new alignments shall be the responsibility of the Township or City in which the alignment is located. This provision may be waived by agreement with the County Board if the roadway replaces an existing alignment and the local unit of government takes jurisdiction of that existing alignment. In addition, any costs, including right-of-way costs, incurred by the County because a Township or City did not acquire sufficient right-of-way during the platting process or redevelopment process as requested by the County shall be paid by the Township or City.

*5 If previously notified, the City shall be responsible for future noise wall maintenance. Notification includes any letter to the agency indicating that noise will potentially be an issue in the future, likely received during the Plat Review Process. The County shall pay 100% of Standard Noise Wall Cost. If a local agency requests decorative noise walls, then the requesting agency will pay the additional cost above the cost of standard noise wall. Furthermore, should an agency request a noise wall to be built where not required by the applicable federal or state standard, the entire cost of the wall shall be borne by the requesting agency.

EXHIBIT "A" (SEPTEMBER 23, 2013)
SP 002-605-018
CSAH 5 (NOWTHEN BLVD) / ALPINE DR
SIGNAL INSTALLATION PROJECT

PRELIMINARY DESIGN LAYOUT

- PROPOSED BITUMINOUS SURFACE
- PROPOSED CONCRETE MEDIAN
- PROPOSED PAVED SHOULDER
- PROPOSED AGGREGATE SHOULDER
- EX. EDGE OF PAVEMENT
- EXISTING R/W
- XX ACCESS CLOSURE

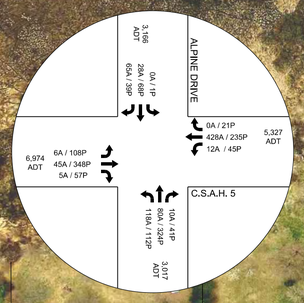
ANOKA COUNTY

0 100 SCALE IN FEET (32X28)

DESIGN	DRAWN BY	REVISED	
P:\02x\605-18\Base\C260518_LO.dgn	EJM	12/03/2013	1:20:15 PM

PRELIMINARY
SUBJECT TO CHANGE

ANOKA COUNTY TRAFFIC COUNT
JUNE 1, 2009



BEGIN CONSTRUCTION
ALPINE DRIVE
STA. 62+64.80

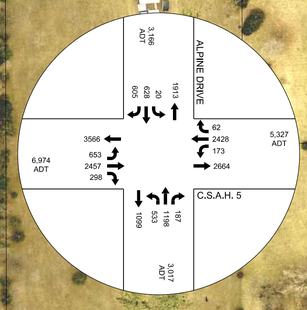
END CONSTRUCTION
SP 002-605-018
STA. 45+51.62

BEGIN CONSTRUCTION
SP 002-605-018
STA. 12+49.23

END CONSTRUCTION
ALPINE DRIVE
STA. 78+11.05

ALPINE DR NW
NOWTHEN BLVD NW
OLD CR 5
151ST LN NW
152ND WAY NW
KRYPTON TERRACE NW
KRYPTON ST NW
155TH LN NW
CSAH 5
℄ CSAH 5 SB
℄ CSAH 5 NB
℄ ALPINE DR

ANOKA COUNTY TRAFFIC COUNT
JUNE 1, 2009



Our Mission: To work together to responsibly grow our community, and to provie quality, cost-effective, an efficient government services

CC Regular Session

Meeting Date: 12/10/2013

Submitted For: Tim Gladhill, Community Development

By: Tina Goodroad, Community Development

Information

Title:

Consider Approvals for Brookfield 4th Addition; Case of Brookfield Land, LLC and Capstone Homes, Inc.

1. Adopt Resolution #13-12-231 granting Final Plat Approval of Brookfield 4th Addition
2. Adopt Resolution #13-12-232 approving the final Development Agreement for Brookfield 4th Addition

Purpose/Background:

The Applicant is requesting Final Plat approval of 32 lots (northerly portion of the development). Preliminary Plat (total of 77 lots) was approved by the Planning Commission on October 3rd and City Council on October 22nd. This plat is a continuation of the Brookfield Addition west of Nowthen Boulevard and generally north of 167th Avenue and encompasses a majority of the remaining lots from the original Preliminary Plat. The proposed Final Plat consists of 32 lots.

Notification:

In accordance with City Code, only City Council approval is required for a Final Plat without a Public Hearing.

Observations/Alternatives:

The site is guided Low Density Residential (LDR) on the Comprehensive Plan and is located in the R-1 Residential (MUSA) district. As outlined in the attached technical review memo, the proposed subdivision conforms to all minimum standards of the City's Zoning Code.

The Landscape, Grading, Street, and Utility Plans generally conform to the City's minimum standards, with final revisions as outlined in the Staff Review Letter.

The Developer will also be required to execute the draft Development Agreement as attached agreeing to construct the improvements required by City Code Chapter 117 and securing the necessary sureties to ensure proper installation in the event of a default. The City Engineer's Estimate of these improvements is $606,153.50, which equates to a surety amount of $756,442. The Developer has requested that this amount be reduced by approximately $30,000 based on an estimate of grading activities. The City's Engineering Division feels that this estimate is low and would not account for full costs to correct grading issues in the event of default and recommends the estimates as listed above and within the case.

It is Staff's understanding that all remaining concerns under the control of the City and authorized by City Code have been addressed, including future connections to adjacent parcels as requested by those Property Owners.

At the time of Preliminary Plat Review, the status of the existing Home Owners' Association was discussed. Although the City is not in a position to require the formation of an HOA, the Developer has expressed willingness to join the existing HOA if said HOA is able to legally re-activate. The intent of the HOA was to cover ongoing operation of the original private amenities (entryway landscaping, pond liner, and private park). A fact sheet is attached for additional details.

Funding Source:

All cost associated with processing the application are the responsibility of the Applicant.

Recommendation:

The Planning Commission recommended approval of the overall Preliminary Plat. As the Final Plat (32 of 77) lots conform with the Preliminary Plat approval, Staff recommends approval of the Final Plat.

Action:

Motion to adopt Resolution #13-12-231 granting Final Plat Approval to Brookfield 4th Addition, contingent upon compliance with the Staff Review Letter and the Developer entering into a Development Agreement with the City.

-AND-

Motion to adopt Resolution #13-12-232 approving the final Development Agreement for Brookfield 4th Addition.

Attachments

Site Location Map

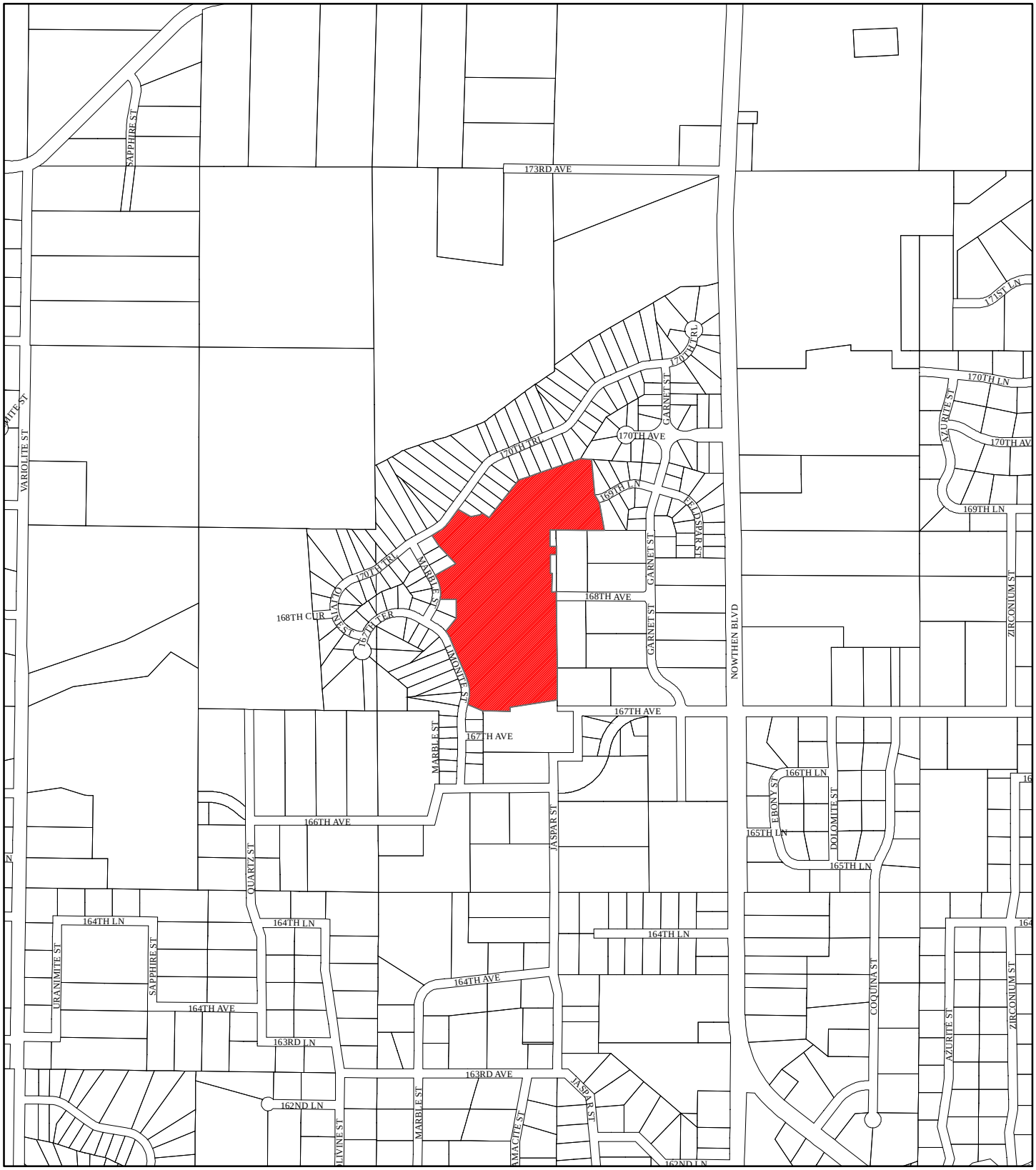
Final Plat Sheets

Final Plat Construction Plan Sheets

Staff Review File
Resolution #13-12-231 (Final Plat)
Resolution #13-12-232 (Development Agreement)
Development Agreement

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/05/2013 02:23 PM
Chris Anderson	Chris Anderson	12/05/2013 02:41 PM
Bruce Westby	Bruce Westby	12/05/2013 03:12 PM
Kurt Ulrich	Kurt Ulrich	12/05/2013 03:17 PM
Form Started By: Tina Goodroad		Started On: 11/25/2013 01:10 PM
Final Approval Date: 12/05/2013		



City of RAMSEY

Brookfield 4th Addition

Legend

Site

Parcels

N

0 1,250 2,500 Feet

BROOKFIELD FOURTH ADDITION

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

DRAFT COPY
NOT OF RECORD

N
W E
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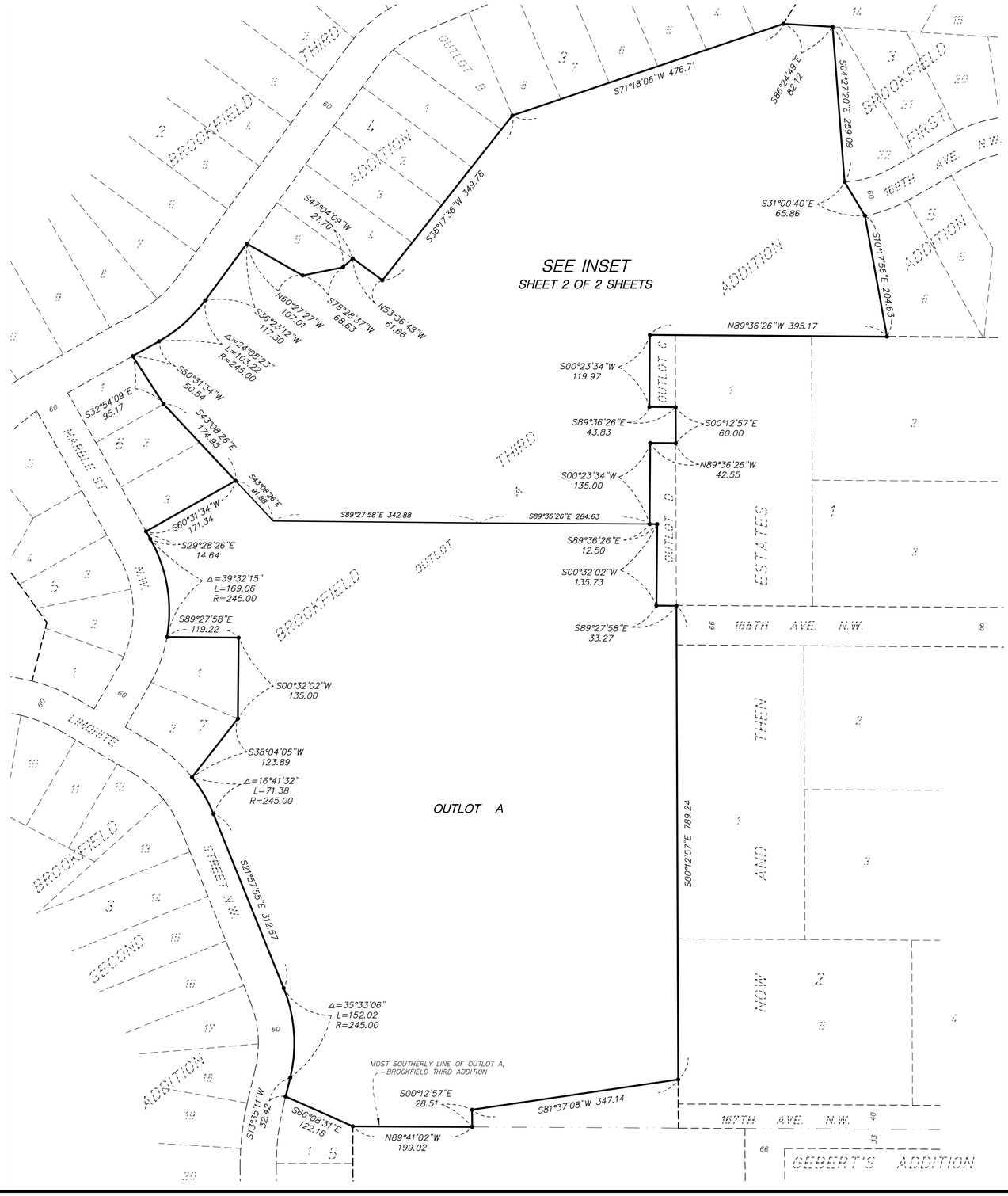
100 0 50 100
SCALE IN FEET
1 INCH = 100 FEET

BEARING NOTE

FOR THE PURPOSES OF THIS PLAT, THE MOST SOUTHERLY LINE OF OUTLOT A, BROOKFIELD THIRD ADDITION IS ASSUMED TO HAVE A BEARING OF NORTH 89 DEGREES 41 MINUTES 02 SECONDS WEST.

LEGEND

- DENOTES IRON PIPE MONUMENT FOUND



KNOW ALL PERSONS BY THESE PRESENTS: That Brookfield, LLC, a Minnesota limitied liability company, owner of the following described property:

Outlot A, BROOKFIELD THIRD ADDITION, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as BROOKFIELD FOURTH ADDITION and does 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 Brookfield, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

BROOKFIELD, LLC

_____
Barry B. Onufrock, Chief Financial Officer

State of Minnesota
County of _____

This instrument was acknowledged before me on_____ by Barry B. Onufrock, Chief Financial Officer of Brookfield, LLC, a Minnesota limited liability company.

_____

_____
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 a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20_____.

_____
Kyle J. Roddy, Licensed Land Surveyor
Minnesota License Number 42627

State of Minnesota
County of _____

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

_____

_____
Notary Public, _____ County, Minnesota
My commission expires _____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of BROOKFIELD FOURTH ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

By: _____, Mayor By: _____, City Clerk

ANOKA COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

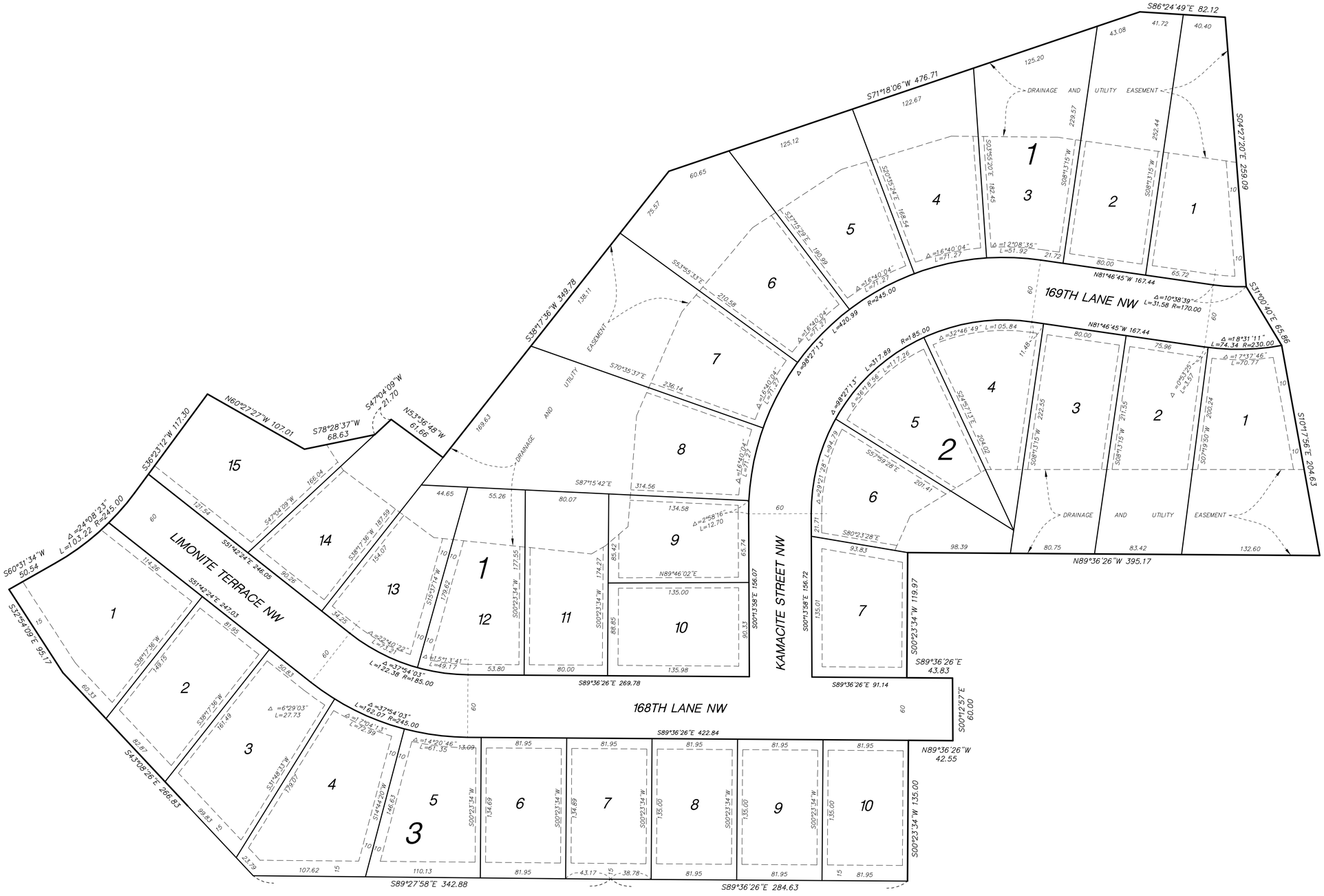
_____
Larry D. Hoium, Anoka County Surveyor

ANDERSON PASSE & ASSOCIATES
CIVIL ENGINEERS LAND SURVEYORS PLANNERS
CAMBRIDGE, MN 55008

BROOKFIELD FOURTH ADDITION

DRAFT COPY
NOT OF RECORD

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



50 0 25 50
SCALE IN FEET
1 INCH = 50 FEET

INSET

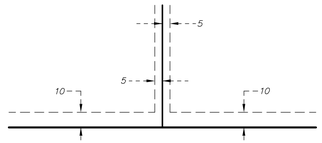
BEARING NOTE

FOR THE PURPOSES OF THIS PLAT, THE MOST SOUTHERLY LINE OF OUTLOT A, BROOKFIELD THIRD ADDITION IS ASSUMED TO HAVE A BEARING OF NORTH 89 DEGREES 41 MINUTES 02 SECONDS WEST.

LEGEND

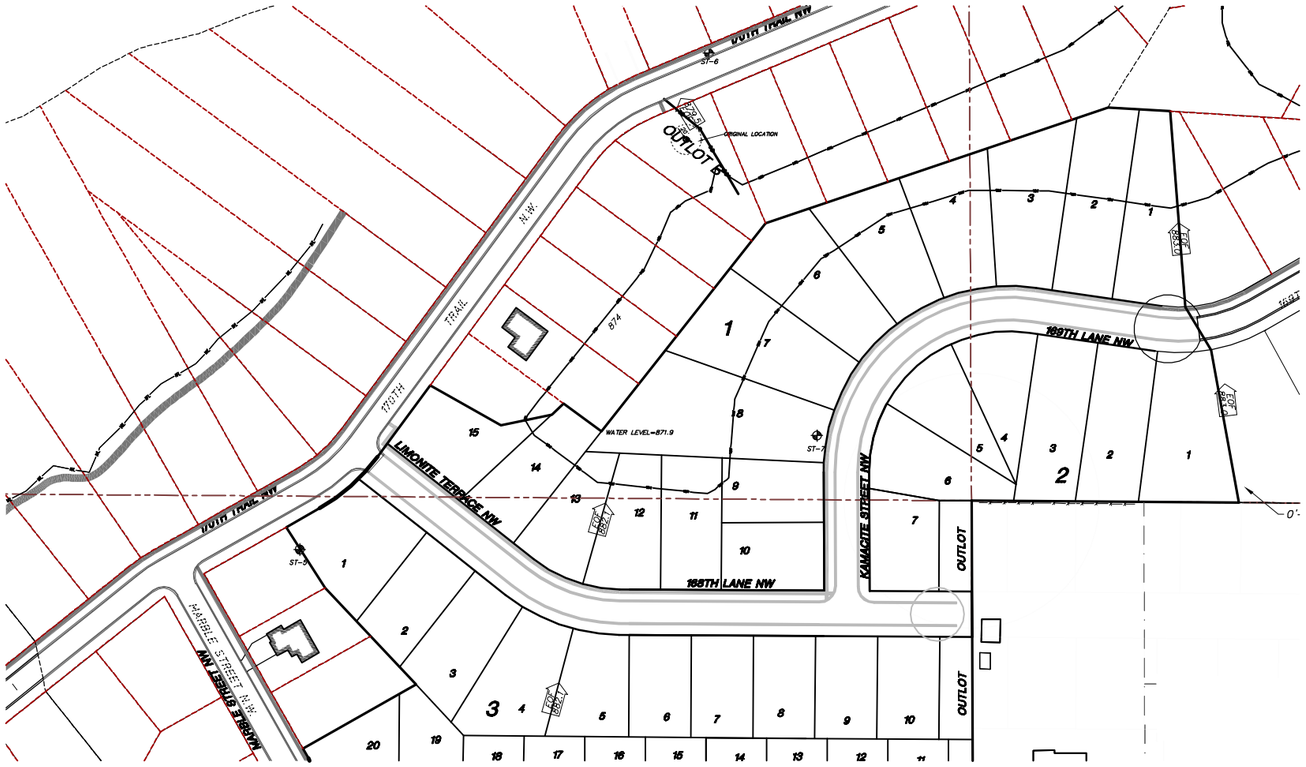
- DENOTES IRON PIPE MONUMENT FOUND

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 PLAT.

ANDERSON PASSE & ASSOCIATES
CIVIL ENGINEERS LAND SURVEYORS PLANNERS
CAMBRIDGE, MN 55008



OWNER:

Brookfield LLC
14015 Sunfish Lake Blvd
Ramsey, Minnesota 55303
Phone: (763) 450-1201

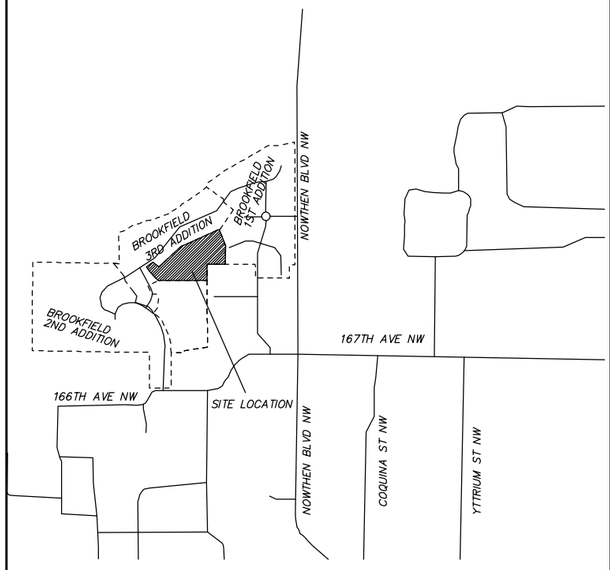
ENGINEER/SURVEYOR:

Anderson Passe & Assoc, P.A.
200 Third Ave NE, Ste 100
Cambridge, Minnesota 55008
PHONE: (763) 689-4042

N
W E
S

GRAPHIC SCALE
100 0 50 100
(IN FEET)

LOCATION MAP "NOT TO SCALE"



RAMSEY, MINNESOTA ANOKA COUNTY

SHEET INDEX

C1 COVER SHEET

SANITARY SEWER AND WATERMAIN CONSTRUCTION
C2 LIMONITE/168TH LANE NW
C3 KAMACITE/169TH LANE NW

STORM SEWER AND STREET CONSTRUCTION
C4 LIMONITE/168TH LANE NW
C5 KAMACITE/169TH LANE NW

EROSION CONTROL, LANDSCAPING AND DETAILS
G1 GRADING PLAN
L1 OVERALL LANDSCAPING PLAN
D1 DETAILS
D2 DETAILS
SW 1 STORMWATER POLLUTION PREVENTION PLAN

STORM SEWER SCHEDULE

INLET MH #	OUTLET MH #	PIPE LENGTH (FEET)	PIPE DIA. (IN)	PIPE SLOPE (%)	INVERT ELEVATION INLET	INVERT ELEVATION OUTLET	RIM ELEVATION INLET	RIM ELEVATION OUTLET	STRUCTURE	CASTING NEENAH
0	0	0	0	0.00	0.00		0.00	0.00		
1	2	78	12	1.00	881.70	880.92	885.83	885.62	2x3 RECT	R-3501-V
3	2	28	12	1.00	882.00	881.72	885.62	885.62	2x3 RECT	R-3501-V
2	4	265	18	1.00	880.42	877.77	885.62	881.60	48" DIA	R-3501-V
4	5	49	18	1.00	877.67	877.18	881.60	881.27	48" DIA	R-3501-V
FUT	9	151	15	2.50	880.70	876.93	887.60	880.00		
9	8	52	18	1.20	876.68	876.05	880.50	880.00	48" DIA	R-4342
7	8	48	15	0.50	877.00	876.76	880.00	880.00	48" DIA	R-4343
8	10	163	24	0.73	875.95	874.76	880.00	881.27	60" DIA	R-4344
11	10	10	18	0.50	877.77	877.72	881.27	881.27	2x3 RECT	R-3501-V
10	5	28	27	0.60	874.66	874.49	881.27	881.27	72" DIA	R-3501-V
EX	6	234	36	0.20	877.36	876.89	886.61	882.14		
6	5	82	36	0.20	876.79	876.63	882.14	881.27	72" DIA	R-3501-V
5	FES 1	153	42	0.38	874.39	873.81	881.27	876.00	96" DIA	R-3501-V

MINIMUM SETBACKS

FRONT SETBACK (TYPICAL)	30 FT.
FRONT SETBACK (BLOCKS 3 AND 4)	25 FT.
HOUSE SIDE SETBACK	10 FT.
HOUSE SIDE (GARAGE)	6 FT.
CORNER SETBACK	30 FT.
REAR SETBACK	30 FT.
MINIMUM LOT FRONTAGE	80 FT.
MINIMUM LOT FRONTAGE (CORNER)	90 FT.

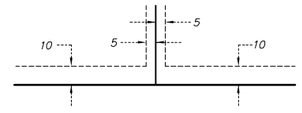
ZONING

EXISTING ZONNG R1
PROPOSED ZONING R1

SITE DESCRIPTION

TOTAL PROPOSED HOMES = 32
MINIMUM LOT AREA = 10,800 SQ. FT.

Drainage and utility easements are shown thus:



REVISIONS | BY | DATE
RECORD DRAWING

ANDERSON PASSE & ASSOCIATES
200 3RD AVE NE, SUITE 100
CAMBRIDGE, MINNESOTA 55008
phone 763-689-4042 fax 763-689-6681

BROOKFIELD 4TH ADDITION

COVER SHEET

RAMSEY, MINNESOTA

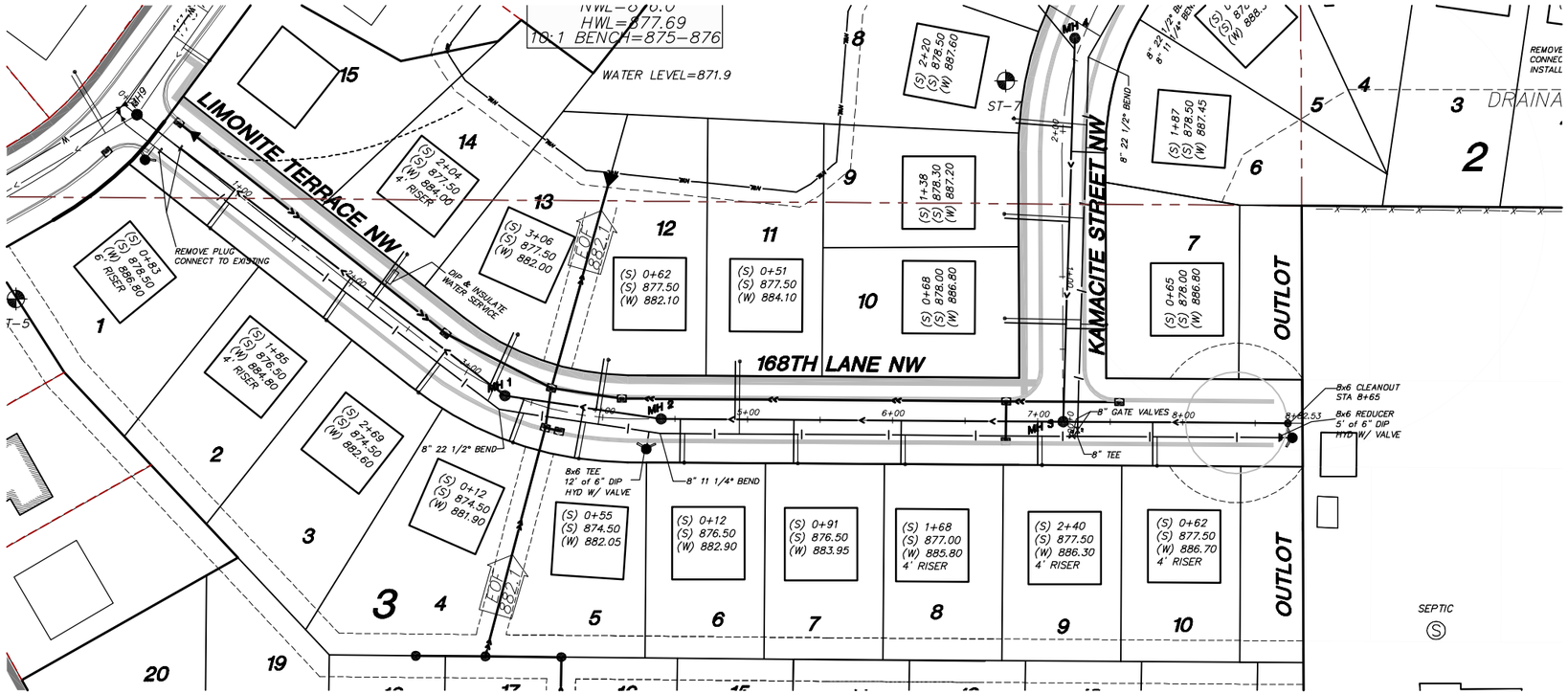
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 11-7-2013 REG. NO. 24019

BRENT RICKELL

DRAWN	KJA
DATE	11-7-2013
SCALE	1"=100'
PROJECT	12"-13
CHECKED	BTR
APPROVED	BTR

C1



NOTE : CASTING ADJUSTMENTS FOR EXISTING MANHOLES AND GATE VALVES AS WELL AS CATCHBASINS ARE INCIDENTAL TO THE PAVING CONTRACT.

NOTE : ALL SPOT ELEVATIONS ARE @ GUTTERLINE UNLESS OTHERWISE NOTED

NOTE : STREET SHALL BE CLEANED PRIOR TO PLACING TACK COAT

NOTE : TACK COAT SHALL BE PLACED BETWEEN BITUMINOUS LIFTS.

MATERIALS

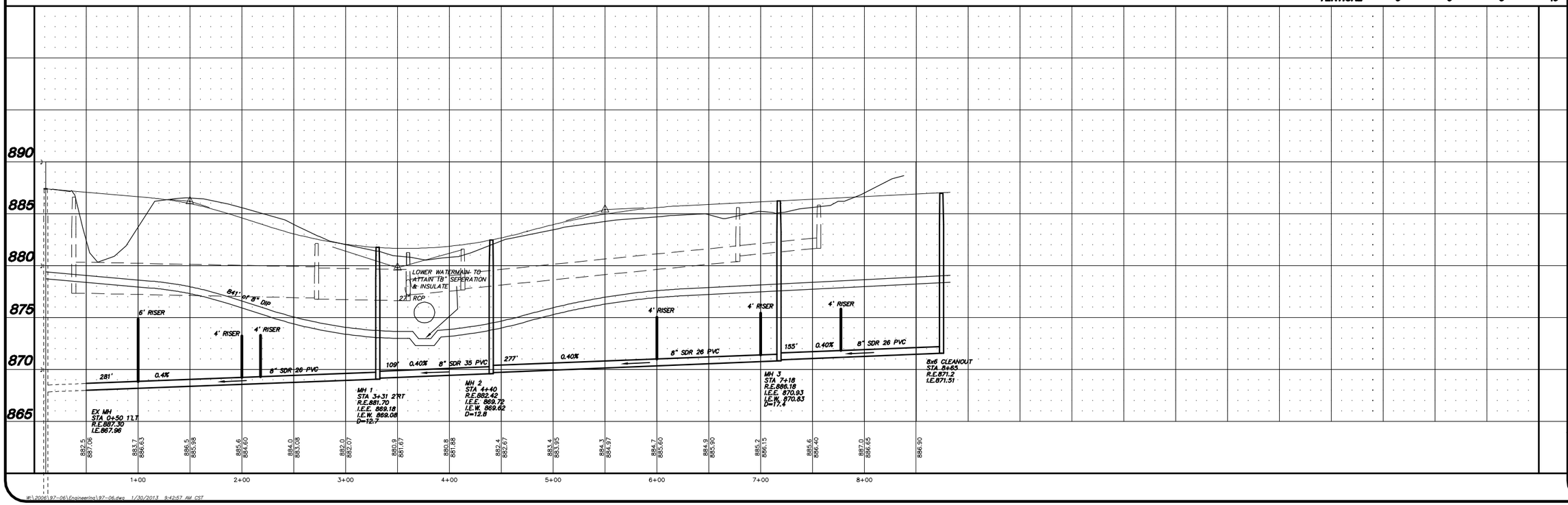
WATER
WATER SERVICE – 1" TYPE K COPPER
SANITARY
SANITARY SERVICE – 4" SDR 35 PVC

–ALL SANITARY SERVICES CONNECTED TO 8" DR 18 PIPE MUST INCLUDE CONCRETE AROUND THE WYE AND ELBOW.
–10' TYPICAL HORIZONTAL SEPARATION BETWEEN SANITARY SEWER AND WATERMAIN.
–3' TYPICAL HORIZONTAL SEPARATION BETWEEN SANITARY AND WATER SERVICES.
–HYDRANTS LOCATED 5' FROM BACK OF CURB.
–WYE STATIONED FROM DOWNSTREAM MH.
–CURB STOPS SHALL BE PLACED @ PROPERTY LINE UNLESS SIDEWALK IS SHOWN THEN STUB INTO LOT 9' PAST R.O.W.

N
W E
S

HORIZONTAL 50 0 50 100
VERTICAL 5 0 5 10

LIMONITE TERRACE NW/168TH LANE NW



ANDERSON PASSE & ASSOCIATES
200 3RD AVE NE, SUITE 100
CAMBRIDGE, MINNESOTA 55008
phone 763-689-4042 fax 763-689-6681

BY | REVISIONS | DATE

RECORD DRAWING

BROOKFIELD 4TH ADDITION
SANITARY SEWER/WATERMAIN
LIMONITE TERRACE NW/
168TH LANE NW
RAMSEY, MINNESOTA

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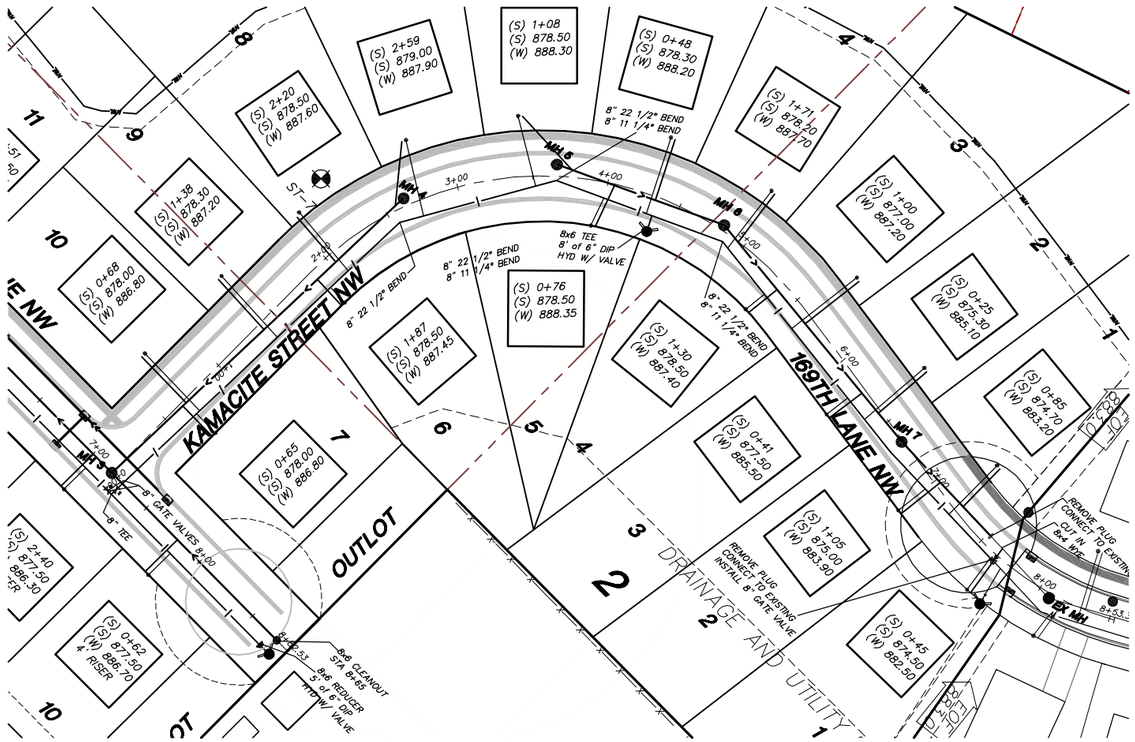
DATE 11-7-2013 REG. NO. 24019

Brent Rosnell

BRENT ROSNELL

DRAWN	KJA
DATE	11-7-2013
SCALE	1"=50
PROJECT	127-13
CHECKED	BTR
APPROVED	BTR

C2



NOTE : CASTING ADJUSTMENTS FOR EXISTING MANHOLES AND GATE VALVES AS WELL AS CATCHBASINS ARE INCIDENTAL TO THE PAVING CONTRACT.

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NOTE : STREET SHALL BE CLEANED PRIOR TO PLACING TACK COAT

NOTE : TACK COAT SHALL BE PLACED BETWEEN BITUMINOUS LIFTS.

MATERIALS

WATER

WATER SERVICE – 1" TYPE K COPPER

SANITARY

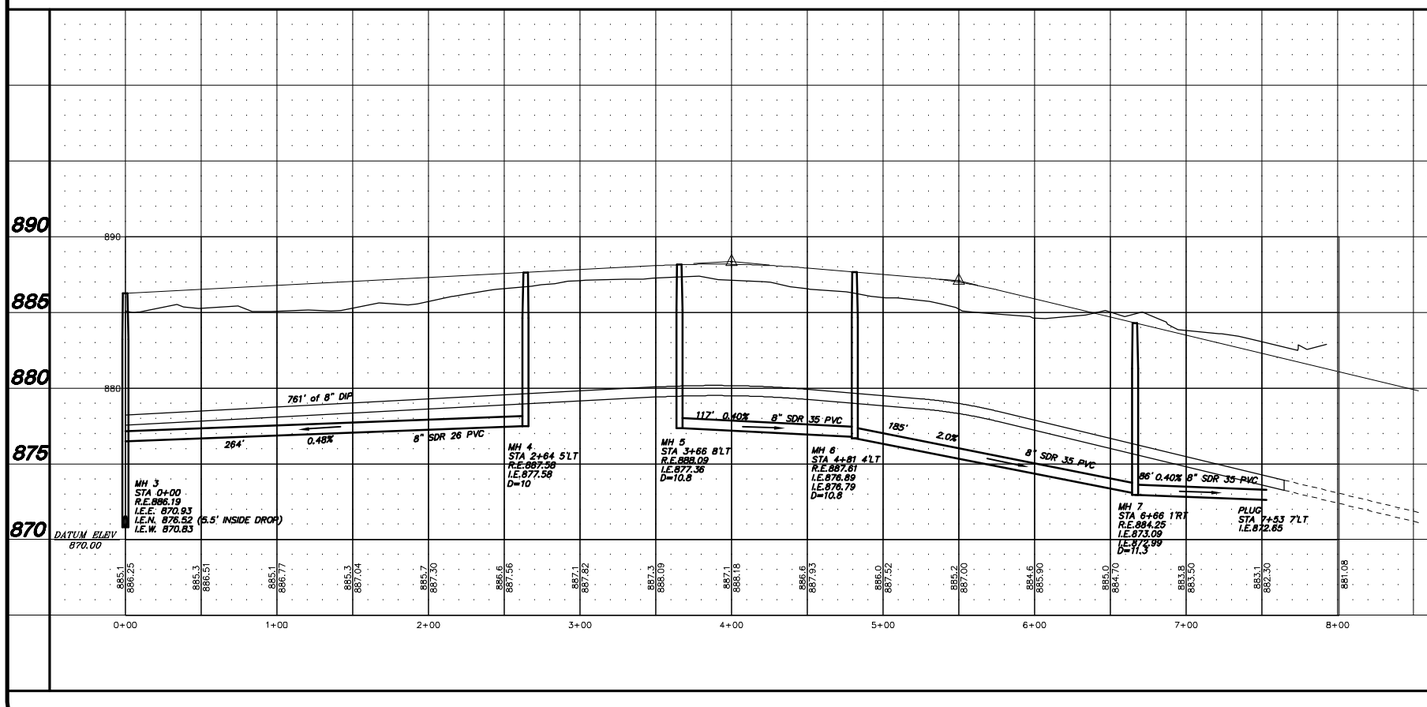
SANITARY SERVICE – 4" SDR 35 PVC

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KAMACITE STREET/ 169TH LANE NW

HORIZONTAL 50 0 50 100

VERTICAL 5 0 5 10



ANDERSON PASSE & ASSOCIATES
200 3RD AVE NE, SUITE 100
CAMBRIDGE, MINNESOTA 55008
phone 763-689-4042 fax 763-689-6681

DATE | REVISIONS | BY

RECORD DRAWING

BROOKFIELD 4TH ADDITION
SANITARY SEWER/WATERMAIN
KAMACITE STREET/ 169TH LANE NW
RAMSEY, MINNESOTA

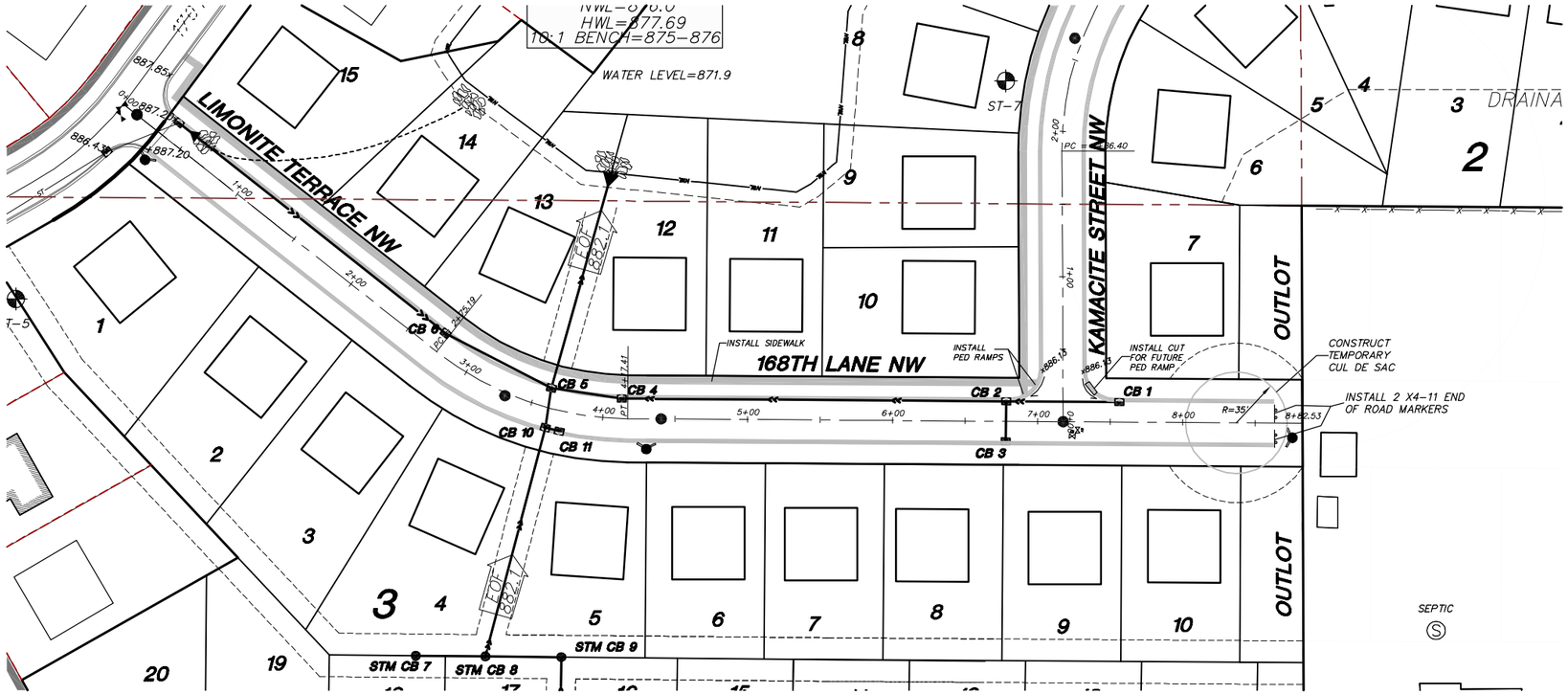
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DATE 11-7-2013 REG. NO. 24509

BRENT ROSKELL

DRAWN	KJA
DATE	11-7-2013
SCALE	1=50
PROJECT	127-13
CHECKED	BTR
APPROVED	BTR

C3



NOTE : CASTING ADJUSTMENTS FOR EXISTING MANHOLES AND GATE VALVES AS WELL AS CATCHBASINS ARE INCIDENTAL TO THE PAVING CONTRACT.

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NOTE : STREET SHALL BE CLEANED PRIOR TO PLACING TACK COAT

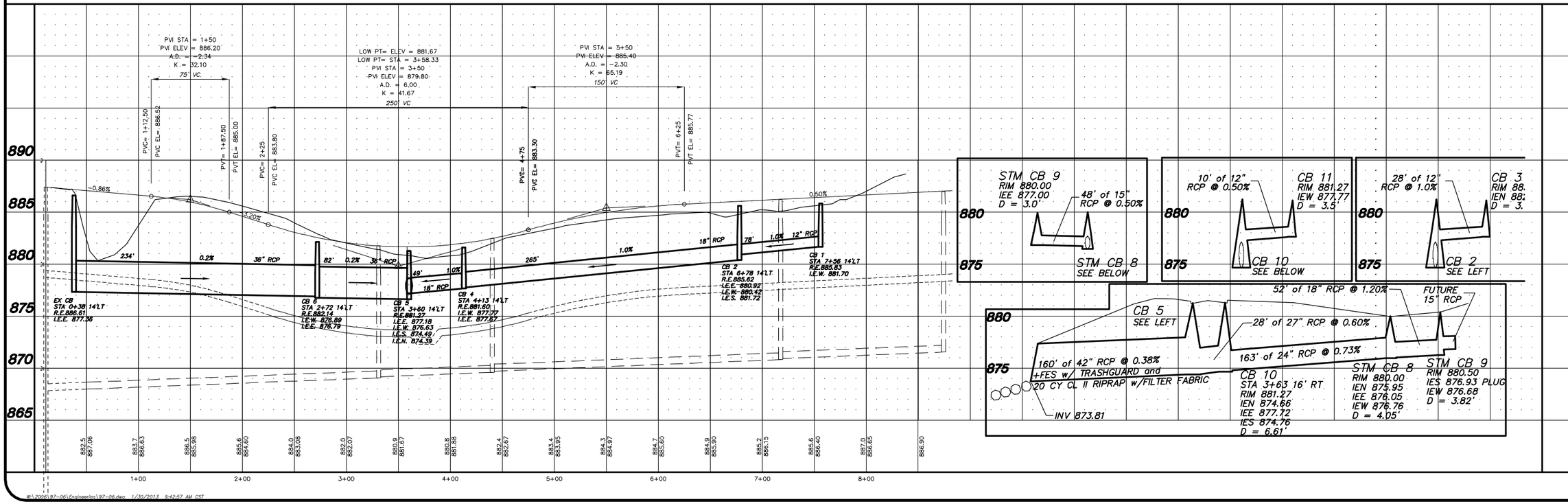
NOTE : TACK COAT SHALL BE PLACED BETWEEN BITUMINOUS LIFTS.

MATERIALS

WATER
WATER SERVICE – 1" TYPE K COPPER
SANITARY
SANITARY SERVICE – 4" SDR 35 PVC

HORIZONTAL 50 0 50 100
VERTICAL 5 0 5 10

LIMONITE TERRACE NW/168TH LANE NW



DATE | REVISIONS | BY

RECORD DRAWING

ANDERSON PASSE
& ASSOCIATES
200 3RD AVE NE, SUITE 100
CAMBRIDGE, MINNESOTA 55008
phone 763-689-4042 fax 763-689-6681

BROOKFIELD 4TH ADDITION
STREET/STORM SEWER
LIMONITE TERRACE NW/
168TH LANE NW
RAMSEY, MINNESOTA

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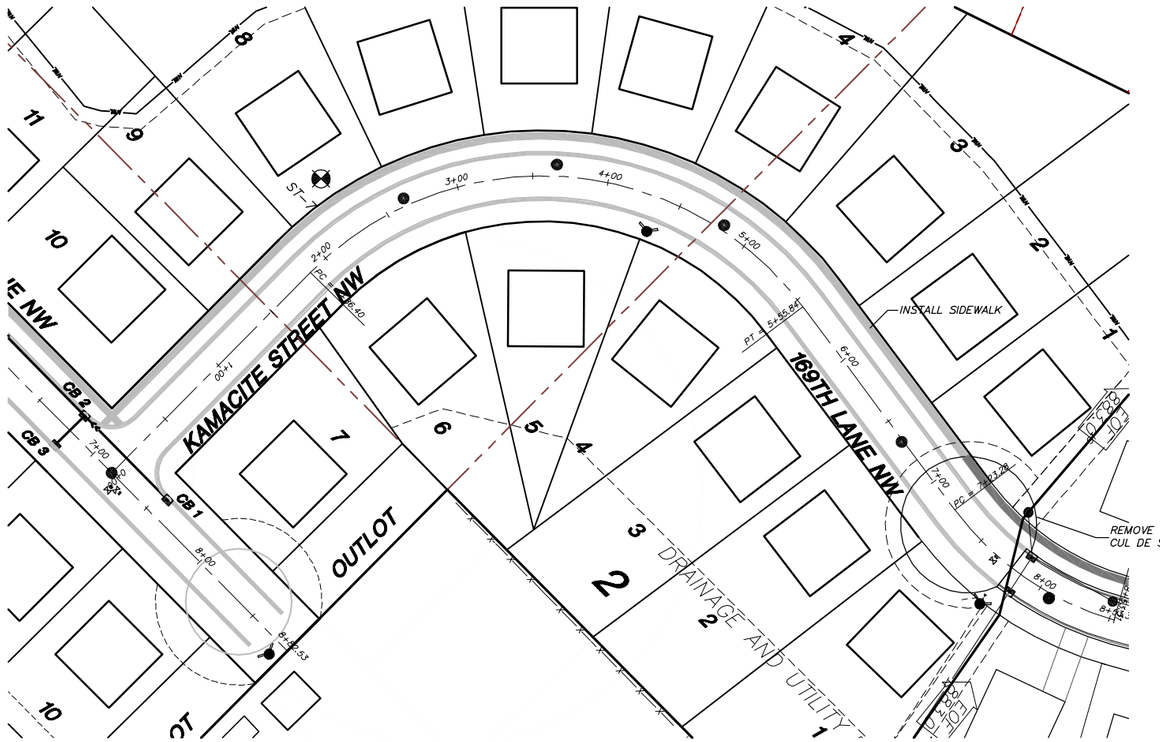
DATE 11-7-2013 REG. NO. 24019

Brent Roskell

BRENT ROSKELL

DRAWN	KJA
DATE	11-7-2013
SCALE	1"=50
PROJECT	127-13
CHECKED	BTR
APPROVED	BTR

C4



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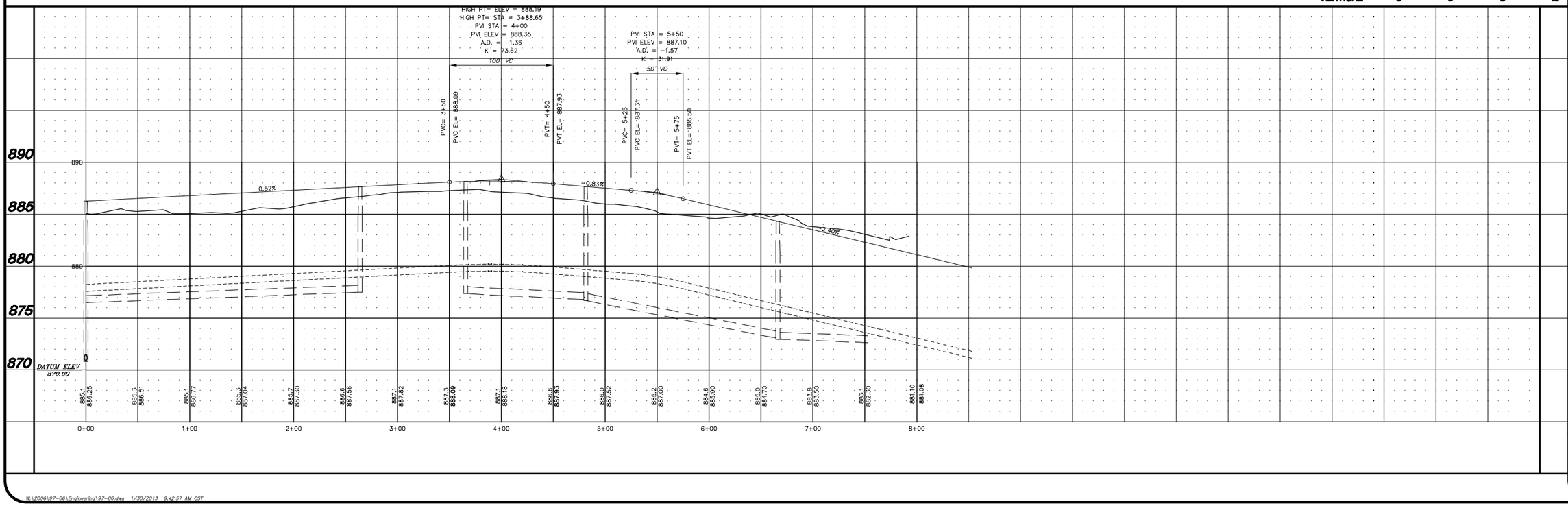
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KAMACITE STREET/ 169TH LANE NW

HORIZONTAL 50 0 50 100

VERTICAL 5 0 5 10



ANDERSON PASSE & ASSOCIATES
200 3RD AVE NE, SUITE 100
CAMBRIDGE, MINNESOTA 55008
phone 763-689-4042 fax 763-689-6681

DATE | REVISIONS | BY

RECORD DRAWING

BROOKFIELD 4TH ADDITION
STREET/STORM SEWER
KAMACITE STREET/ 169TH LANE NW
RAMSEY, MINNESOTA

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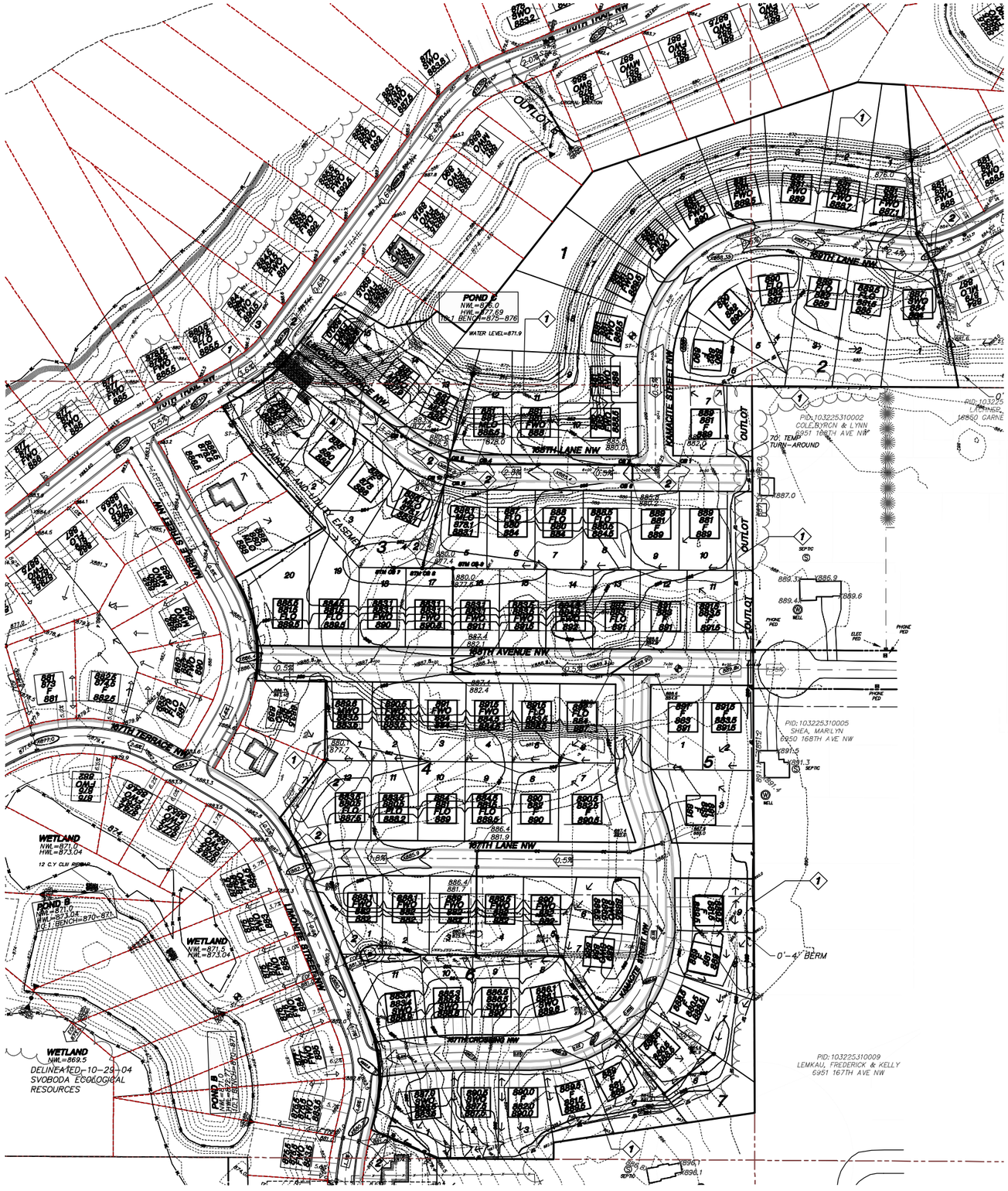
DATE 11-7-2013 REG. NO. 24519

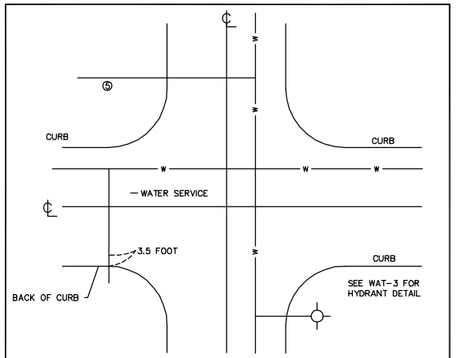
Brent Rosnell

BRENT ROSNELL

DRAWN	KJA
DATE	11-7-2013
SCALE	1=50
PROJECT	127-13
CHECKED	BTR
APPROVED	BTR

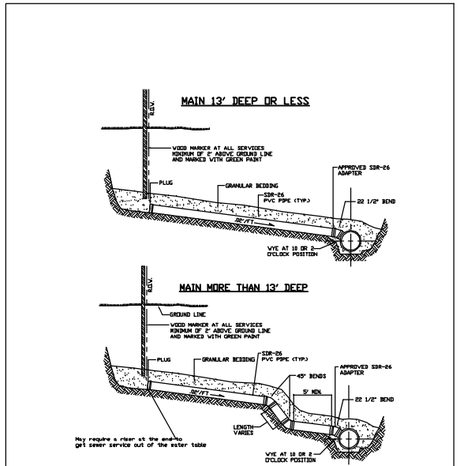
C5


POND C
NWL=876.0
HWL=877.69
100-YR BENCH=875-876
WATER LEVEL=871.9
OUTLOT A
OUTLOT B
OUTLOT C
OUTLOT D
OUTLOT E
OUTLOT F
OUTLOT G
OUTLOT H
OUTLOT I
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OUTLOT UUU
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OUTLOT EEEEEE
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OUTLOT LLLLLL
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OUTLOT NNNNNN
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OUTLOT TTTTTT
OUTLOT UUUUUU
OUTLOT VVVVVV
OUTLOT WWWWWW
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OUTLOT ZZZZZZ
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OUTLOT VVVVVVVV
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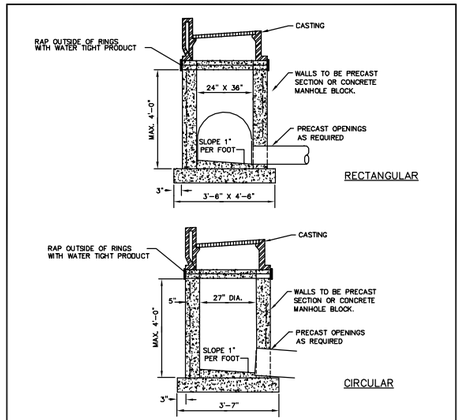


1) VALVES TO BE CLUSTERED AT CROSS ON THE TEE BY PLACING IMMEDIATELY ADJACENT TO FITTING
2) VALVE EXTENSIONS SHALL BE REQUIRED SUCH THAT VALVE OPERATOR NUT IS WITHIN 1 FOOT OF FINISHED GRADE
3) WATERMAIN TO BE LOCATED ON NORTH AND EAST SIDES OF STREET 10 FEET FROM CENTERLINE
4) ALL SERVICE VALVES IN ROAD WAY SHALL BE 3.5 FOOT FROM BACK OF CONCRETE CURB
5) ALL VALVES NOT IN BITUMINOUS PAVEMENT SHALL BE MARKED WITH A BLUE 5 FOOT CARSONITE MARKER

APPROVED		STANDARD DETAILS
DATE 3-2004	City of RAMSEY	*GENERAL WATERMAIN VALVE LOCATION*
		CITY PLATE No. WAT-2



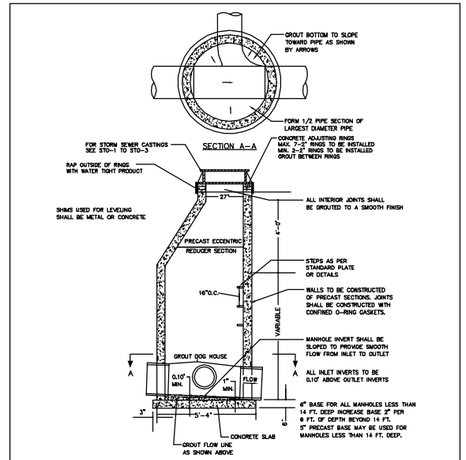
APPROVED		STANDARD DETAILS
DATE 1-2006	City of RAMSEY	
		CITY PLATE No. SEW-1



NOTES:
1. MANHOLE INVERT SHALL SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. CONCRETE BASE SHALL BE 6" POURED IN PLACE OR 5" PRECAST SLAB.
3. CONCRETE ADJUSTING RINGS TO BE INSTALLED MAX 7-2" RINGS, MIN 2-2" RINGS
4. GROUT BETWEEN RINGS
5. SHIMS USED FOR LEVELING SHALL BE METAL OR CONCRETE
6. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES
7. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
8. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS

SHALLOW STORM SEWER MANHOLE OR CATCH BASIN

APPROVED		STANDARD DETAILS
DATE 1-2006	City of RAMSEY	CATCH BASIN
		CITY PLATE No. STO-7

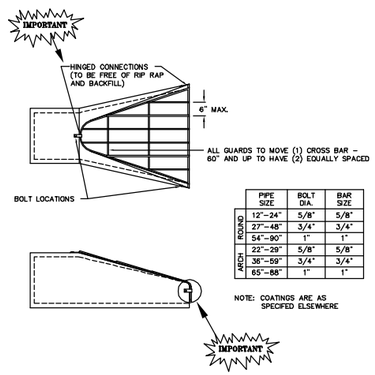


NOTES:
1. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES
2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
3. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS

STANDARD DETAIL

APPROVED		STANDARD DETAILS
DATE 1-2006	City of RAMSEY	*STORM MANHOLE / CATCH BASIN*
		CITY PLATE No. STO-4

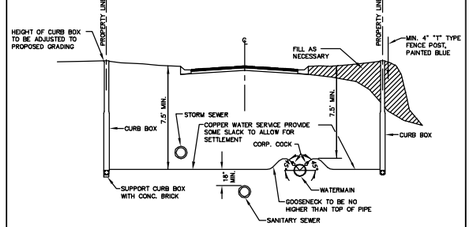
NOTE:
GUARDS MUST BE INCORPORATED ON ALL INSTALLATIONS EXCEPT WHERE SPECIFICALLY ALLOWED OTHERWISE BY THE CITY ENGINEER.



	PIPE SIZE	BOLT DIA.	BAR SIZE
ROUND	12"-24"	5/8"	5/8"
	27"-48"	3/4"	3/4"
	54"-90"	1"	1"
ARCH	22"-29"	5/8"	5/8"
	36"-59"	3/4"	3/4"
	65"-88"	1"	1"

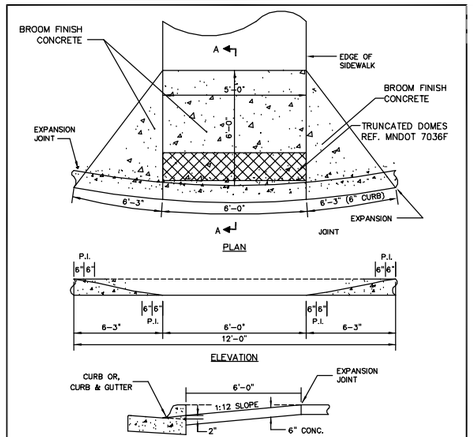
NOTE: COATINGS ARE AS SPECIFIED ELSEWHERE

APPROVED		STANDARD DETAILS
DATE 2-2006	City of RAMSEY	TRASH GUARD
		CITY PLATE No. ST0-8



WATER SERVICE
NTS

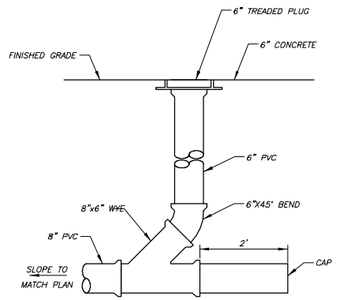
APPROVED		STANDARD DETAILS
DATE 7-93	City of RAMSEY	*WATER SERVICE*
		CITY PLATE No. WAT-4



Note: In areas where there are no proposed driveways 4" thick sidewalk may be allowed.
NOTE: TRUNCATED DOMES SHALL BE USED ON ALL RAMPS INSIDE PUBLIC RIGHT-OF-WAY THIS DETAIL IS ADA COMPLIANT

PEDESTRIAN CURB RAMP

APPROVED		STANDARD DETAILS
DATE 9-2005	City of RAMSEY	CONCRETE PEDESTRIAN CURB RAMP
		CITY PLATE No. STR-3



NOTES:
- ALL JOINTS SHALL BE SOLVENT WELD EXCEPT AS NOTED.
- SLIP JOINT PLUG SHALL BE BLOCKED SUFFICIENTLY TO WITHSTAND AIR PRESSURE TESTING.

6" CLEANOUT
NOT TO SCALE

SCALE N.T.S. | PEI-SAN-009

DATE	BY	REVISIONS
		RECORD DRAWING

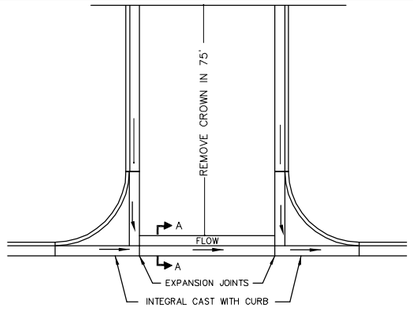
ANDERSON PASSE & ASSOCIATES
200 3RD AVE NE, SUITE 100
CAMBRIDGE, MINNESOTA 55008
phone 763-689-4042 fax 763-689-6681

BROOKFIELD 4TH ADDITION
KAMACITE STREET/ 169TH LANE NW
RAMSEY, MINNESOTA

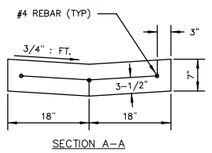
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DATE 11-7-2013 REG. NO. 45019
Brent Rosnell
BRENT ROSNELL

DRAWN	KJA
DATE	11-7-2013
SCALE	1=50
PROJECT	127-13
CHECKED	BTR
APPROVED	BTR

D1



PLAN

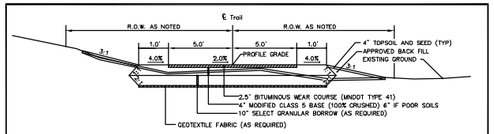


SECTION A–A

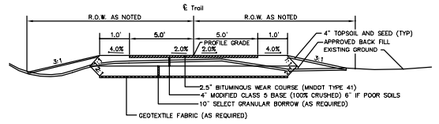
CONCRETE VALLEY GUTTER

NOTE: TO BE USED WHENEVER CROSS DRAINAGE IS < 2% SLOPE

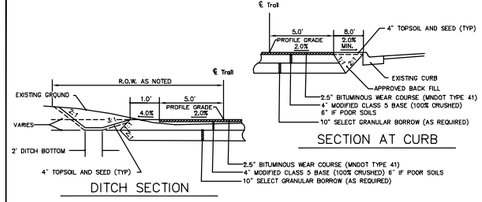
APPROVED DATE 2-2003	City of RAMSEY	STANDARD DETAILS CROSS GUTTER CITY PLATE No. STR-2



TYPICAL SECTION A

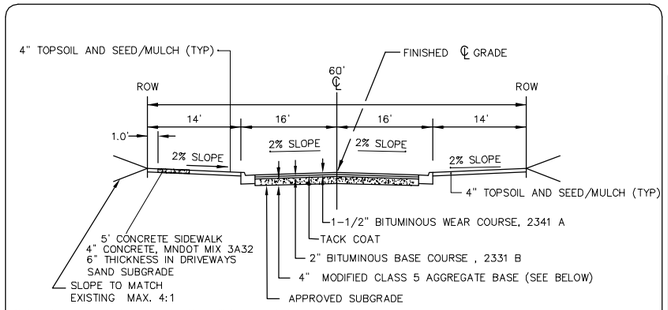


TYPICAL SECTION B



NOTES: APPROVED TOPSOIL MUST MEET ORGANIC CONTENT SPECIFICATIONS FOR ENTIRE BOULEVARD IN AREAS INCLUDING BOULEVARD TREES

APPROVED DATE 1-2004	City of RAMSEY	STANDARD DETAILS TRAIL SPECIFICATIONS CITY PLATE No. PARK 1



Note: The aggregate base construction will be accepted for payment in accordance with the provisions in table A.

Note: If the aggregate base fails to meet the Modified Class 5 Specifications the material can be corrected in place or removed and replaced with material that meets Modified Class 5 Specifications.

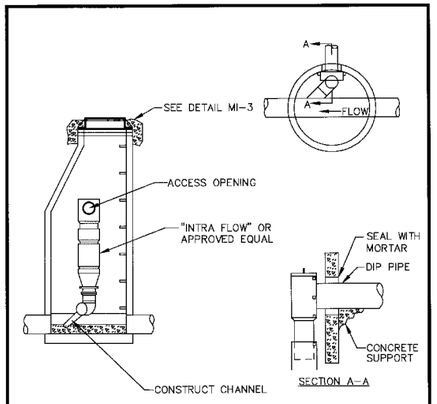
Note: All sidewalks are 6" thick, in areas where there are no proposed driveways 4" thick will be allowed

TYPICAL STREET SECTION

NOT TO SCALE

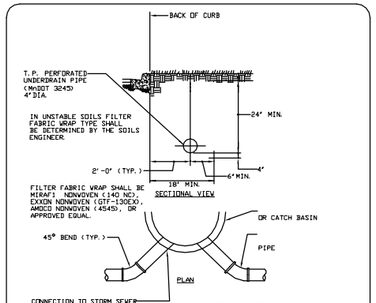
Modified Class 5 Aggregate Base Specification

Size	% Passing Allowable Range
1"	100
¾"	90–100
⅜"	50–80
No. 4	35–70
No. 10	20–60
No. 40	10–35
No. 200	5–10



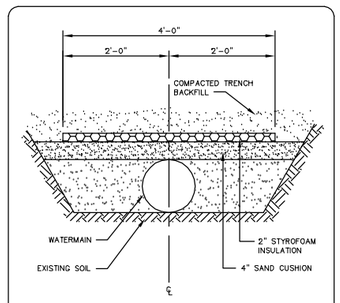
NOTES:
1. INCREASE MANHOLE SIZE 6" IN DIAMETER FOR 2 CONNECTIONS
2. INSTALL DIP TO UNDISTURBED SOIL
3. INSTALL PER MANUFACTURERS RECOMMENDATIONS.

Date: 04/08/11 **INSIDE DROP MANHOLE** Plate NO. SSS-7

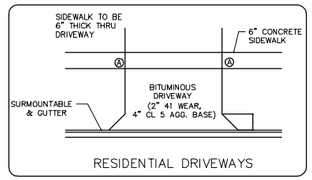


4" SOCKED DRAINTILE DETAIL

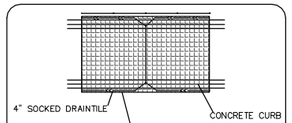
NOT TO SCALE



PIPE INSULATION DETAIL

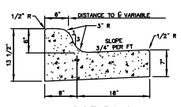


RESIDENTIAL DRIVEWAYS



FILTER FABRIC AT LOW POINTS

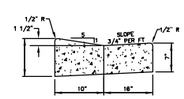
ONLY IN AREAS WITH CLAY SUBBASE



MnDOT B618 (URBAN)

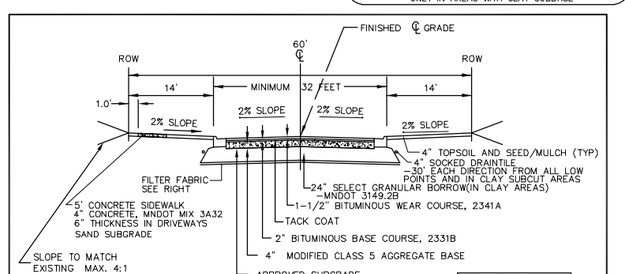


SURMOUNTABLE (URBAN)



DRIVEWAY FOR B618

APPROVED DATE 7-93	City of RAMSEY	STANDARD DETAILS CURB AND GUTTER CITY PLATE No. STR-1



Note: The aggregate base construction will be accepted for payment in accordance with the provisions in table A.

Note: If the aggregate base fails to meet the Modified Class 5 Specifications the material can be corrected in place or removed and replaced with material that meets Modified Class 5 Specifications.

Note: All sidewalks are 6" thick, in areas where there are no proposed driveways 4" thick will be allowed

TABLE A
MODIFIED CLASS 5 SPECIFICATIONS
% PASSING

1"	100
3/4"	90 – 100
3/8"	50 – 80
No.4	35 – 70
No.10	20 – 60
No.40	10 – 35
No.200	5 – 10

APPROVED DATE 6-2004	CLAY SECTION ONLY	STANDARD DETAILS URBAN SECTION CITY PLATE No. MODIFIED

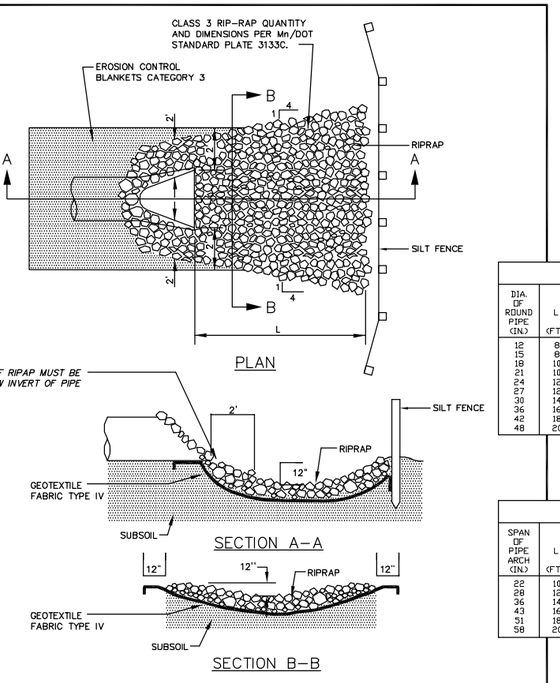


TABLE OF QUANITIES
RIPRAP AT RCP OUTLETS

DIA. OF ROUND PIPE (IN.)	L (FT.)	CLASS II d50=6' 12" DEPTH RIPRAP (CU. YDS.)	CLASS II d50=6' 6' DEPTH GRANULAR FILTER (CU. YDS.)	CLASS II d50=9' 18" DEPTH RIPRAP (CU. YDS.)	CLASS II d50=9' 9' DEPTH GRANULAR FILTER (CU. YDS.)	CLASS II d50=12' 24" DEPTH RIPRAP (CU. YDS.)	CLASS II d50=12' 12' DEPTH GRANULAR FILTER (CU. YDS.)
12	8	2.8	1.4	4.1	2.1	5.5	2.8
15	8	2.9	1.5	4.4	2.2	5.8	2.9
18	10	3.9	2.0	5.9	3.0	7.8	3.9
21	10	4.2	2.1	6.3	3.2	8.4	4.2
24	12	5.5	2.8	8.3	4.2	11.0	5.5
27	12	6.8	2.9	8.7	4.4	11.6	5.8
30	14	7.3	3.7	10.9	5.5	14.5	7.3
36	16	9.7	4.6	13.8	6.9	18.3	9.7
42	18	10.9	5.5	16.3	8.2	21.7	10.9
48	20	12.9	6.5	19.4	9.7	25.8	12.9

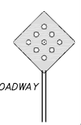
TABLE OF QUANITIES
RIPRAP AT RCP-A OUTLETS
OR BOXES OF EQUIVALENT SPAN WIDTH

SPAN OF PIPE ARCH (IN.)	L (FT.)	CLASS II d50=6' 12" DEPTH RIPRAP (CU. YDS.)	CLASS II d50=6' 6' DEPTH GRANULAR FILTER (CU. YDS.)	CLASS II d50=9' 18" DEPTH RIPRAP (CU. YDS.)	CLASS II d50=9' 9' DEPTH GRANULAR FILTER (CU. YDS.)	CLASS II d50=12' 24" DEPTH RIPRAP (CU. YDS.)	CLASS II d50=12' 12' DEPTH GRANULAR FILTER (CU. YDS.)
22	10	3.9	2.0	5.9	3.0	7.8	3.9
28	12	5.5	2.8	8.2	4.1	10.9	5.5
36	14	7.2	3.6	10.8	5.4	14.3	7.2
43	16	9.2	4.6	13.7	6.9	18.3	9.2
51	18	10.9	5.5	16.3	8.2	21.7	10.9
58	20	12.7	6.4	19.0	9.5	25.4	12.7

MNDOT PLATE 3133C QUANTITIES

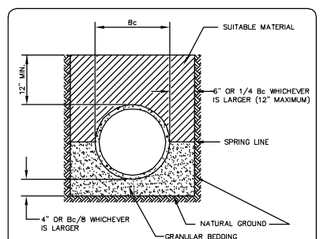
APPROVED DATE 2-2006	City of RAMSEY	STANDARD DETAILS SEDIMENT CONTROL AT PIPE CITY PLATE No. STO-9

TYPICAL OBJECT MARKER



NOTES:

X4-11 OBJECT MARKER – USED FOR END OF ROADWAY COLOR SHALL BE RED ON RED OR BLACK.
SIZE – 18x18



NOTE: ALL COSTS OF EXCAVATION BELOW GRADE AND PLACEMENT OF GRANULAR BEDDING SHALL BE INCLUDED IN THE BID PRICES FOR PIPE ITEMS.

CLASS B PIPE BEDDING

BY	DATE	REVISIONS
		RECORD DRAWING

ANDERSON PASSE & ASSOCIATES
200 3RD AVE NE, SUITE 100
CAMBRIDGE, MINNESOTA 55008
phone 763-689-4042 fax 763-689-6681

BROOKFIELD 4TH ADDITION
DETAIL SHEET
KAMACITE STREET / 169TH LANE NW
RAMSEY, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 11-7-2013 REG. NO. 24019

Brent Rosnell

BRENT ROSNELL

DRAWN	KA
DATE	11-7-2013
SCALE	1=50
PROJECT	127-13
CHECKED	BTR
APPROVED	BTR

D2





GRAPHIC SCALE

100 0 50 100

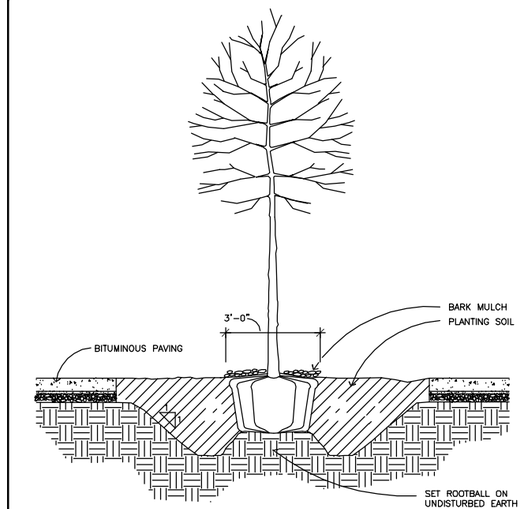
(IN FEET)

PROPOSED CONIFEROUS TREES /QTY

DENOTES BLACK HILLS SPRUCE (PICEA GLAUCA DENSATA)	12 EACH
DENOTES RED (NORWAY) PINE (PINUS RESINOSA)	2 EACH

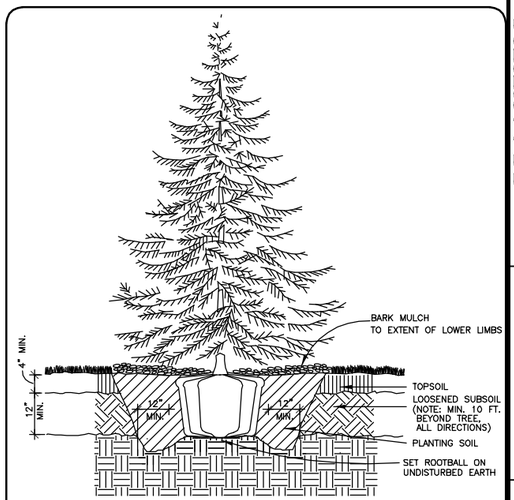
PROPOSED DECIDUOUS TREES /QTY

DENOTES WHITE OAK (QUERCUS ALBA)	14 EACH
DENOTES SILVER MAPLE (ACER SACCHARINUM)	19 EACH
DENOTES AMERICAN ELM (ULMUS AMERICANA)	10 EACH
DENOTES DOWNY HAWTHORN (CRATAEGUS MOLLIS)	1 EACH
DENOTES COMMON HONEYLOCUST (GLEDITSIA TRIACANTHOS)	6 EACH



DECIDUOUS TREE PLANTING DETAIL

NOT TO SCALE



CONIFEROUS TREE PLANTING DETAIL

NOT TO SCALE

PLANTING REQUIREMENTS

TREES:
OVERSTORY DECIDUOUS TREES 1" DIAMETER MEASURED 6' FROM THE BASE AT PLANTING

CONIFEROUS TREES MUST HAVE A MINMUM HEIGHT OF 5 FEET

– MINIMUM 25% DECIDUOUS AND CONIFEROUS

BY	REVISIONS	DATE
	RECORD DRAWING	

ANDERSON PASSE
& ASSOCIATES
200 3RD AVE NE, SUITE 100
CAMBRIDGE, MINNESOTA 55008
phone 763-689-4042 fax 763-689-6681

BROOKFIELD 4TH ADDITION

LANDSCAPE PLAN

RAMSEY, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 11-7-2013 REG. NO. 24019

BRENT ROSHELL

DRAWN	KJA	CHECKED	BTR
DATE	11-7-2013	APPROVED	BTR
SCALE	1"=100'		
PROJECT	127-13		

L1

Stormwater Pollution Prevention Plan

The work described to implement the following Storm Water Pollution Prevention Plan (SWPPP) shall be considered part of the Contract Documents and shall be performed by the Contractor. The work to install and maintain the Best Management Practices (BMP's) to prevent erosion and provide sediment control shall be in accordance with Permit No. MN R100001 and shall include, but are not necessarily be limited to, the requirements contained herein.

1. Construction Activity Information

Project Name: **Brookfield 4th Addition** City/Township: **City of Ramsey** State: **MN** Zip Code: 55303
All counties where construction will occur: **Anoka County**
Project Size (number of acres to be disturbed): **26.80**
Project Type: XX Residential ___ Commercial/Industrial
__ Road Construction __Other (describe)

Cumulative Impervious Surface:
Existing area of impervious surface to nearest quarter acre: **0.00**
Post construction area of impervious surface to nearest quarter acre: **9.85**

Receiving Waters:

Name of Water Body	Type	Appendix A Special Water?
Existing On Site Pond	**Pond**	No

Dates of Construction

Estimated Construction Start Date: **4/1/2014**
Estimated Completion Date: **11/15/2014**
Contact Information

Owner of Project Site: **Ben Minks** Business/Firm Name: **Brookfield LLC**
Federal Tax ID Number: available as needed State Tax ID Number: available as needed
Contact Person: TBD Title: **Project Supt.** Phone: **763-450-1201**
Mailing Address: 14015 Sunfish Lake Blvd, Ste 400 City: Ramsey State: MN Zip Code: 55303 E-mail Address:

Contractor/Person who will oversee all aspects of the SWPPP.

NOTE THIS PERSON MUST BE TRAINED PER THE GENERAL PERMIT AUTHORIZATION TO DISCHARGE STORMWATER ASSOCIATED WITH CONSTRUCTION ACTIVITY UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL SYSTEM PERMIT PROGRAM (PART III.A.2.)

Contact Person:**xxxxxxxxxx** Title:**xxxx** Phone:**763xxxxxxx**
Business Name: **xxxxxxxxxxxxxxxx**
Mailing Address: 200 Third Avenue NE, Suite 100
Cambridge, MN 55008
Certification: Site Management (Erosion & Stormwater Management)
Exp Date **xxxxxx**
Instructor: **xxxxxxxxxxxxxxxxxxxx**
Alternate Contact Person: TBD Phone: TBD
E-mail:

General Construction Project Information

Description of the construction activity (what will be built, general timeline, etc.):

Brookfield 4th Addition is a residential subdivision comprised of 76 lots to be done in 3 phases. The construction activities will include grading operations of streets, housepads, surface drainage, and a large infiltration basin. Utility construction, exposed soil stabilization, and paving will occur after grading operations. This is the last phase of a large development. Ponds were previously constructed for the development (2007).

Description of soil types found at the project: **Sand**

2. General Site Information

Description of the location and type of all temporary and permanent erosion prevention and sediment control BMP's to be used, including the timing for installation and procedures used to establish additional temporary BMP's as necessary:

Contractor shall install and maintain the temporary and permanent erosion prevention and sediment control BMP's as shown on the accompanying drawing and as described herein. The timing shall be in accordance with the Construction Activity Sequence below and in accordance with sound and proactive construction scheduling and practices.

Accompanying this SWPPP is a site plan that includes the following features:

* Existing and proposed grades, including dividing lines and direction of flow for all pre- and post-construction stormwater runoff drainage areas located within the project limits.
* Locations of impervious surfaces and soil types.
* Locations of areas not to be disturbed.
* Location of areas of phased construction.
* All surface waters and existing wetlands within one-half mile from the project boundaries that will receive stormwater runoff from the site (identifiable on maps such as USGPS 7.5-minute quadrangle maps or equivalent). Where surface waters receiving runoff associated with construction activity will not fit on the plan sheet, they must be identified with an arrow, indicating both direction and distance to the surface water.
* Method(s) to be used for final stabilization of all exposed soil areas.

Description of stormwater mitigation measures required as the result of an environmental, archaeological, or other required local, state, or federal review of the project:

Not applicable to this project.

Description of the type and locations of BMP's appropriate for this site and sufficient to comply with all applicable requirements of the TMDL implementation plan and identification of the receiving water and of the areas of project site discharging to an impaired water that has an approved TMDL implementation plan that contains requirements for construction Stormwater discharges:

Not applicable to this project.

Selection of Permanent Stormwater Management System

Will the project create a new cumulative impervious surface greater than or equal to one acre? XX Yes __ No

If yes, a water quality volume of 1 inch of runoff from this area must be treated before leaving the site or entering surface waters (1 inch of runoff from this area if discharging to special waters).

Method(s) to be used to treat runoff from the new impervious surfaces created by the project:

XX Wet sedimentation basin __ Infiltration/Filtration basin

__ Regional ponds __ Combination of practices

Description of treatment method(s) to be used, including design information for each method :

*****Two large sedimentation/ retention ponds were previously constructed for this development. Additionally, smaller ponds were constructed that drain to these large ponds. Infiltration was not considered at that time. Small rear yard swales are proposed for this remaining development. These proposed swales along with the small ponds will infiltrate storm water per 2013 guidelines.*****

Description of why it is not feasible to meet the treatment requirement for water quality volume. This can include proximity to bedrock or road projects where the lack of right-of-way precludes the installation of any permanent stormwater management practices. Description of what other treatment, such as grassed swales, smaller ponds, or grit chambers, will be implemented to treat runoff prior to discharge to surface waters:

Not Applicable

Description of how a proposed alternative method to treat runoff from new impervious surfaces will achieve approximately 80% removal of total suspended solids on an annual average basis:

Not Applicable

3. Erosion Prevention Practices

Description of construction phasing, vegetative buffer strips, horizontal slope grading, and other construction practices to be used to minimize erosion:

Stage the soil disturbing activities to minimize the amount of disturbed soil prior to stabilization. Disturbed areas will be considered stabilized when covered with materials such as anchored mulch, staked sod, riprap, wood fiber blanket, or other materials that prevent erosion from occurring. Grass seeding alone will not be considered stabilization.

Disturb only those areas where proposed contours and elevations are shown to differ from the existing and where removals and other operations are noted. Special areas of the project site that are not to be disturbed by construction activity are noted on the plan.

Install wood fiber blanket where shown on the plan to provide temporary erosion protection.

Description of temporary erosion protection or permanent cover to be used for exposed positive slopes within 200 lineal feet of a surface water (stream, lake, pond, marsh, wetland, reservoir, spring, river, storm water basin, storm water drainage system, waterways, water courses, and irrigation system whether surface water is natural or artificial, public or private with maximum time an exposed soil area can remain exposed when the area is not actively being worked:

Provide year round stabilization to the above mentioned areas in accordance with the following table:

Steepness of slope (H:V)	Maximum Exposure Duration When Area Is Not Actively Worked
Greater than 3:1	7 Days
3:1 through 10:1	14 Days
Less than 10:1	14 Days

Description of practices to be used to stabilize the normal wetted perimeter of drainage or diversion ditches within 200 lineal feet of the property edge or point of discharge to a surface water within 24 hours of connecting the ditch to the surface water:

Install seed, fertilizer, and disc-anchored mulch or temporary wood fiber blanket in ditches and swales within 24 hours of connecting the ditch or swale to the surface water where shown on the plan in accordance with the details.

Description of other erosion prevention practices to be used:

Install the specified energy dissipation method, such as riprap and geotextile fabric, at pipe outlets within 24 hours of installation. Permanently seed disturbed areas prior to end of seeding dates specified by MnDOT.

4. Sediment Control Practices

Description of sediment control practices to be used to minimize sediments from entering surface waters, including curb and gutter systems and storm drain inlets:

Permanent sediment control practices to be used on this project consist of sedimentation basins. Temporary sediment control practices to be used are silt fence, culvert inlet protection, storm sewer inlet protection, stone pad exits, concrete washout area, ditch checks, and, if necessary, street sweeping.

5. Dewatering and Basin Draining

If the project includes dewatering or basin draining, describe the BMP's to be used to prevent the discharge from adversely affecting the receiving waters and downstream landowners.

Dewatering for sanitary sewer construction to be performed in accordance with dewatering permit.

6. Additional BMP's for Special Waters and Discharges to Wetlands

This project does not discharge stormwater directly to a Special Water. This project does not discharge stormwater directly to wetlands.

7. Construction Activity Sequence

In addition to performing and sequencing the tasks associated with implementing this SWPPP as described herein and shown on the plan, the Contractor shall perform construction activities in accordance with the following sequence:

(1) Install silt fence along property line of project site where shown on plan and where property line is down gradient and within 100 feet of areas to have disturbed soil and where property line is within 20 feet of soil disturbing and other construction activities.
(2) Install silt fence along edge of wetlands and at other locations shown on the plan.
(3) Install stone exit pads where shown on plan and at other locations where vehicles and equipment will leave the site onto paved and gravel surfaces.
(4) Construct storm water ponds and related piping and control structures as shown on the project plans. Install and maintain temporary erosion prevention measures as shown on the plan.
(5) Install silt fence along bottom of storm water pond inslopes and where shown on the plan.
(6) Complete earthwork activities. Install and maintain sediment control measures such as ditch checks and stormwater inlet protection.
(7) Complete utility construction. Install and maintain sediment control measures such as inlet protection as work proceeds.
(8) Remove silt deposits from site, remove silt deposits from stormwater basins.
(9) Provide soil stabilization to disturbed areas by preparing topsoil, seeding, fertilizing, mulching, anchoring mulch in accordance with plans and specifications.
(10) Remove perimeter silt fence, other silt fence, check dams, and other sediment control measures upon achieving final stabilization and Owner submits the Notice of Termination.
(11) Remove soils tracked onto City streets with a pickup broom within 3 hours of notification by City.

8. Inspections and Maintenance

Description of procedures to be taken to routinely inspect the construction site:

Contractor shall inspect erosion prevention and sediment control BMP's to ensure integrity and effectiveness. Repair, replace, or supplement non-functional BMP's to provide continually functional BMP's. Contractor shall inspect the entire construction site a minimum of once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours. Inspections shall include stabilized areas, erosion prevention and sediment control BMP's, and infiltration areas. Specific tasks associated with the inspection and maintenance of the BMP's include the following:

* Maintain and retain at the construction site written records of the inspections and maintenance performed. Records of each inspection and maintenance activity shall include: Date and time of inspection/maintenance activity; Name of person(s) performing the activity; Finding of inspection; Recommended corrective actions; Corrective actions taken; and Date and amount of rainfall events greater than 0.5 inches in 24 hours.
* Repair, replace, or supplement silt fences that become non-functional or accumulate sediment to the level of 1/3 the silt fence height or more within 24 hours of discovery or as soon as conditions allow access.
* Drain temporary and permanent sediment basins and remove sediment when the volume of sediment collected reaches 1/2 the permanent storage volume within 72 hours of discovery or as soon as conditions allow access.
* Inspect surface waters, drainage ditches, and stormwater conveyance systems for evidence of sediment deposited by erosion. Remove deltas and deposited sediment and restabilize areas where sediment removal results in exposed soil within seven (7) days of discovery unless precluded by legal, regulatory, or physical constraints. Removal and stabilization shall be completed within seven (7) days of obtaining access. The NPDES/SDS permit holder is responsible for contacting the local, regional, state, and federal authorities and receiving the applicable permits prior to performing this work.
* Inspect construction site vehicle exit locations for evidence of sediment being track off-site onto paved surfaces. Remove tracked sediment from of-site paved surfaces within 24 hours of discovery.
* Inspect perimeter of construction site. Remove off-site accumulations of sediment in a manner and at a frequency to minimize off-site impacts.

9. Pollution Prevention Management Measures

Contractor shall implement the following pollution prevention management measures on the site:

* Solid Waste: Collect and properly dispose of sediment, asphalt and concrete millings, floating debris, paper, plastic, fabrics, construction and demolition debris, and other wastes in accordance with MPCA disposal requirements.
* Hazardous Materials: Properly store, provide required secondary containment, and dispose of oil products, fuels, paint products, and other hazardous substances to prevent spills, leaks, and other discharges in accordance with MPCA regulations. Provide restricted access storage areas to prevent unauthorized access and vandalism.
* Equipment Washing: Restrict external washing of trucks and other construction equipment to a defined area of site. Contain runoff and properly dispose of waste. Engine degreasing is prohibited on the property.
* Spill Prevention: Park construction equipment and store potentially hazardous materials in a designated area located as far as practicable from potential environmentally sensitive areas. Construct impoundment dike and take other measures required to contain spilled material. Remove and dispose of contaminated soil, vegetation, and other materials and perform other mitigation measures as required in accordance with MPCA regulations.
* Sanitary and Septic Waste: Provide and maintain temporary facilities in accordance with MPCA and Minnesota Department of Health regulations.

10. Final Stabilization

Contractor shall achieve final stabilization of the construction site by achieving the following:

* Soil disturbing activities have been completed and soils are stabilized by a uniform perennial vegetative cover with a density of 70 percent over the entire pervious surface area or other equivalent means to prevent soil failure under erosive conditions.
* Temporary synthetic and structural erosion prevention and sediment control BMP's are removed.
* Sediment is removed from permanent sedimentation basins to return basins to the design capacity, removed from stormwater conveyance systems, and is stabilized or removed from the site.

11. Notice of Termination

Contractor shall notify Owner immediately upon achieving Final Stabilization. Owner must submit the Notice of Termination within 30 days after Final Stabilization or within 30 days of another owner assuming control according to Part II.B.5. over all areas of the site that have not undergone Final Stabilization.

BY	REVISIONS	DATE
	RECORD DRAWING	

ANDERSON PASSE
& ASSOCIATES
200 3RD AVE NE, SUITE 100
CAMBRIDGE, MINNESOTA 55008
phone 763-689-4042 fax 763-689-6681

BROOKFIELD 4TH ADDITION
STORM WATER POLLUTION PREVENTION PLAN
RAMSEY, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 11-7-2013 REG. NO. 24519

BRENT ROEHLL

DRAWN	KJA
DATE	11-7-2013
SCALE	-
PROJECT	127-13
CHECKED	BTR
APPROVED	BTR

SW 1

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	12/5/13	**PROJECT ADDRESS**	
PROJECT. TITLE	BROOKFIELD 4TH ADDITION- FINAL PLAT OF 32 LOTS		
ESCROW #			
DEPARTMENT:	Planning		
TECHNICAL REVIEWER:	Name: Tina Goodroad Phone: 651-967-4537 Email: tina.goodroad@stantec.com		

We offer the following comments regarding your request for a Final Plat for Brookfield 4th Addition:

General: The applicant is requesting Preliminary Plat approval of Brookfield 4th Addition. This plat is a continuation of the Brookfield Addition west of Nowthen Boulevard and generally north of 167th Avenue and will encompass a majority of the remaining lots from the original Preliminary Plat. The current Preliminary Plat includes seventy-seven (77) lots. It is hereby noted that the previous Preliminary Plat has expired. It is further noted that the City had previously approved a Plat entitled BROOKFIELD 4TH ADDITION. However, the Plat was never recorded and has since expired.

The original Preliminary Plat was approved by the City Council on September 13, 2005. In 2009, the City Council approved an Amended and Restated Development Agreement related to the first three phases of BROOKFIELD as well as an Amendment to Water Main and Sanitary Sewer Cost Contribution/Reimbursement Agreement.

To service the BROOKFIELD as well as the SWEETBAY RIDGE developments, the original developer agreed to extend certain trunk lines (sanitary sewer and water) to these subdivisions at the cost of the developer. As the benefit of these trunk lines extends beyond these two (2) subdivisions, the City entered into the Reimbursement Agreement as a way for the developer to recapture a portion of the $6,000,000 investment in trunk line construction. These credits are factored into the Development Fee calculations attached hereto.

Land Use and Zoning: The site is guided Low Density Residential (LDR) on the Comprehensive Plan and is located within the R-1 Residential (MUSA) District. The minimum lot size in the R-1, MUSA zone is 10,800 sq. ft. Each of the proposed lots meets the minimum lot size. *Applicant shall provide total acreage of the proposed preliminary plat and portion within the proposed final plat.*

Net Density Calculations. The Applicant shall provide gross acreage, as well as net acreage. Net acreage is calculated by subtracting wetlands and rights of way from the gross acreage. *The Applicant must also provide Net Density Calculations described as number of units per net acre.*

Setbacks: Required	Proposed:
Front yard: 30 feet	Front Yard: 30 feet except for blocks 3 and 4 where 25 feet is proposed. This was approved by the original Preliminary Plat and approved Variance. The Applicant shall include the original Sheet S1 as part of the official review packet.
Side yard uninhabitable: 6 feet	6 feet
Side yard habitable: 10 feet	10 feet
Side yard corner: 30 feet	30 feet
Rear yard: 30 feet	30 feet
Minimum lot width: 80/corner 90	80 at setback (pie shaped lots less than 80 at the street).

**Note: Minimum Lot Width is measured at front yard setback (30 feet from front property line), not front property line, nor at curb line.*

Building Elevations: No elevations of the proposed homes were submitted. Individual models are not included for review. In a single family development, it is difficult to approve every individual potential model at time of Plat. As with the original Preliminary Plat, no enhanced architecture above the minimum City Code requirements of Section 117-111 (R-1 Residential District) is being proposed. The required Development Agreement shall clearly state that additional architectural requirements are not being required at this time, and that the underlying requirements for the R-1 Residential (MUSA) District are required.

Streets: All proposed streets appear to meet the 60 foot width minimum. With the overall Preliminary Plat, the proposed street system appears to complete anticipated connections such as with 168th Avenue NW. However, this first phase does not include said connection. The **future** connection will result in additional traffic levels on 168th Avenue as well as Garnet Street. Garnet Street currently has a poor pavement condition (Paser Rating of 1) and is subject to reconstruction. The reconstruction of Garnet Street is currently dependent upon implementation of the City's Long Term Street Maintenance Program currently under consideration.

Sidewalks have been indicated on the proposed public streets within the proposed Final Plat.

Development Fee Calculations:

Development Fees due on the Plat are attached hereto as an exhibit to this review file. Detailed analysis on unique provisions of development fees related to this plat are outlined below.

Park Dedication and Trail Development Fees: Park Dedication shall be due on the Plat. These fees are collected at the time the Final Plat is recorded at the rate in effect the plat is recorded. The Park and Recreation Commission shall review and make a recommendation. At this time, Staff recommends that a cash contribution be used to satisfy Park Dedication Requirements. It is further recommended that the Park Dedication be utilized to make the trail connection along Trott Brook to Variolite Street to the west. There is an existing storm water easement on Outlot C, Brookfield 3rd Addition that could be expanded as a trail easement to provide a public trail connection from 170th Trail. This connection would be a nice addition for the existing Brookfield residents and this new 4th Addition, consistent with the City's current Master Park and Trail plan. The exact timing and level of construction will be dependent upon the number of lots created with the Final Plat and an estimate of the cost to extend and connect the trail. It is further

noted that 21st Century Bank has conceptually agreed to convey necessary trail easements and fee-title to areas to make additional connections.

Sanitary Sewer and Water Trunk Fees. Sanitary Sewer and Water Trunk Fees are subject to the existing reimbursement agreement with 21st Century Bank. Per the Reimbursement Agreement, these fees are not due with the Plat and are credited towards the previous investment made.

Development Agreement: *An executed Development Agreement will be required prior to releasing the plat for recording. A copy is attached to the case to City Council.*

Previous Developer Amenities and Home Owners' Association. As part of the original plat of BROOKFIELD, the original Developer, Oakwood Land Development, proposed several private amenities that were not required by the City. These improvements included, but were not limited to, a pond/water feature, landscaping within public right of way (roundabout/entrance area), landscaping along Nowthen Boulevard, and a private park. The City allowed these amenities to be constructed with the understanding that the City would not accept future maintenance obligations for said amenities. The water feature/pond was created by installing a liner in the development's Stormwater pond. Many of the landscape improvements were constructed within City right of way. Attached to this case report is a Fact Sheet prepared by the City and summarized below.

As these amenities were not required by the City, the City's expectations were that the development itself shall be responsible for the ongoing maintenance of these amenities. It is the City's understanding that the Developer set up a Home Owners' Association (HOA) as a mechanism to address long term maintenance of these features. Maintenance also included irrigation and billing for the utilities necessary to maintain these improvements.

In 2009, Oakwood Land Development transferred its interest in BROOKFIELD to 21st Century Bank. At that time, a large majority of the lots within BROOKFIELD remained undeveloped and under the ownership of 21st Century Bank. During the transfer of ownership and through a request to amend the existing Development Agreement, the City encouraged 21st Century Bank to maintain the HOA, but did not require this to occur, as it did not possess the legal ability to do so (it is not a City requirement). The City commented at that time that the City would not take on the maintenance obligations of these amenities, as clearly articulated when the plat was approved. 21st Century Bank indicated that it would make its best efforts to re-establish the HOA, but lacked the legal ability to require future property owners to participate financially due to the structure of the existing Declaration of Restrictive Covenants. 21st Century Bank has stated that it was not able to require existing homeowners to contribute financially to the HOA under the existing documents. According to 21st Century Bank, it redrafted and re-recorded the Declaration of Restrictive Covenants to the best of its ability. A more detailed analysis from 21st Century Bank is included in this report. Furthermore, the City understands that it is the intent of the Applicant to not subject the proposed lots to the existing, nor future HOA.

As the HOA, nor the private amenities were required by the City (nor could be required by the City under current City Code provisions), it will be up to the Homeowners to administer the provisions of the HOA. The City will, however, assist by facilitating discussions amongst homeowners by providing a location to meet as a group and continue to provide educational materials related to HOAs and ways to improve water quality of the pond. The City cannot, however, be the legal counsel to establish HOA documents or revisions.

However, the City also reiterates that it is our current position that the City shall not accept maintenance obligations related to the water feature (other than ensuring proper functionality as a Stormwater pond), private park, center median and roundabout landscaping at the entrance from Nowthen Boulevard, or additional landscaping along Nowthen Boulevard that were proposed by the original developer, but not required by the City.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	12/5/13	**PROJECT ADDRESS**	UNKNOWN
PROJECT. TITLE	BROOKFIELD 4TH ADDITION		
ESCROW #	113790		
DEPARTMENT:	PLANNING		
TECHNICAL REVIEWER:	Name: Chris Anderson Phone: 763-433-9905 Email: canderson@ci.ramsey.mn.us		

We offer the following comments regarding your request for Preliminary Plat approval:

Landscaping: Two (2) front yard trees are required per lot. Deciduous trees shall be a minimum of one (1) inch caliper and evergreen trees shall be at least five (5) feet in height. As a general note, builders should be provided a copy of the approved Landscape Plan and Planting Detail if they will be assuming responsibility for installing the front yard trees on each lot. The following items must still be addressed on the Landscape Plan prepared by Anderson Passe and dated November 7, 2013:

- *While it appears generally that each lot will have two (2) trees planted, many of them indicate that one tree will be planted in the rear yard. Each lot shall have two (2) front yard trees and that should be reflected on the plan.*
- *An alternative to Silver Maple should be utilized due to that species' tendency to produce surface roots.*
- *The planting detail must be amended to include the following*
    - *Planting depth shall be such that the 1st set of primary roots is at finished grade*
    - *Only prune out dead/broken/deformed branches at time of installation*
    - *Removal of upper portion of wire basket and burlap after being placed in planting hole if using B & B stock.*
    - *2-4 inches of wood chip mulch shall be included around all trees. Mulch shall not be piled against the trunk of trees.*

Density Transitioning: The proposed plat is adjacent to an existing, larger lot residential neighborhood. Some form of density transitioning should be implemented along the rear lot lines of Lots 1, 2, 3, 6 and 7 Block 2 and Lot 10 Block 3. However, a berm and plantings were installed across the rear portions of Lots 1-6 Block 2 as part of the original development of Brookfield 1st Addition that, in conjunction with existing trees, satisfied the transitioning requirement for these lots. Also, it appears that existing trees, in conjunction with Outlot C Brookfield 1st Addition, satisfy the transitioning requirement for Lot 7 Block 2. Thus, it appears that transitioning only needs to be addressed on Lot 10 Block 3. Should landscaping be used, it should consist of at least six (6) trees per every 100 feet of common boundary line with the existing, larger lot to the east. But, considering Outlot D Brookfield 1st Addition separates Lot 10 from the adjacent, existing larger lot, Staff would be amenable to a reduced quantity planting schedule.

- *An enlarged exhibit should be prepared that details the specific plantings used for transitioning purposes, including species, size, root stock, and locations.*
- *Density Transitioning plantings should be installed by the Developer (and accepted by the City) prior to the issuance of a building permit for Lot 10 Block 3.*

- *A two (2) year maintenance surety will be required to ensure the survival of the transitioning plantings.*
- *Minimum tree size for transitioning plantings are 2.5 inches for overstory (shade) trees, 1.5 inches for ornamental trees, and six (6) feet in height for evergreen trees.*

Tree Preservation: While the majority of the site is devoid of trees, there is some tree cover along the southern and western edges of the proposed plat. If grading or any other land disturbance occurs within the wooded areas, a detailed tree inventory must be provided for these trees. However, it is Staff's understanding that there will not be any land disturbance within the dripline of existing trees. Thus, an inventory is not necessary as long as the limits of construction are clearly indicated on the grading plan and tree save fencing is installed no closer than the dripline of trees. *Please revise the plan to clearly indicate where the limits of construction/grading are and label the fencing as tree save fencing.*

Topsoil: Each individual lot will need to have four (4) inches of topsoil meeting the City's topsoil specification. A topsoil inspection is required prior to landscaping being installed and copies of the load tickets are required as well. This is reviewed at time of Building Permit Application and request for Certificate of Occupancy for each individual lot.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	DECEMBER 5, 2013	**PROJECT ADDRESS**	EAST OF MARBLE STREET, SOUTH OF 170TH TRAIL
PROJECT. TITLE	BROOKFIELD 4TH ADDITION FINAL PLAT		
ESCROW #	113790		
DEPARTMENT:	Engineering		
TECHNICAL REVIEWER:	Name: Leonard Linton Phone: 763 433-9834 Email: llinton@ci.ramsey.mn.us		

We offer the following comments regarding your request for the Final Plat of Brookfield 4th Addition. The submittal consists of 12 sheets prepared by Anderson Passe & Associates dated November 27, 2013.

General: The submitted major subdivision proposes to plat Outlot A, Brookfield 3rd Addition to create 32 urban single family lots and 1 Outlot. The subject property is generally located south of 170th Trail NW and east of Marble and Limonite Streets. The eastern borders are Brookfield 1st Addition and Now and Then Estates. Outlot A is approximately 26.8 acres. The area to be disturbed with this plat is approximately 9.5 acres.

The city has prepared a construction cost estimate for the Stage 1 improvements of $605,153.50. The 125% escrow amount is $757,692.00.

Streets and Access: The development accesses 170th Trail NW, and 169th Lane NW which were constructed in prior phases of Brookfield Addition.

The streets will be urban section with concrete curb and gutter and bituminous pavement. A sidewalk is generally provided on one side. The existing cul-de-sac on 169th Lane NW shall be reshaped as follows:

Remove all of the bituminous pavement.
Reshape the area outside of the new roadway.
Relocate drainage structures to align with the new curb.
Reinstall the curb and pavement.

The stub of 168th Lane must be evaluated for future connection to the east. Grades and utilities must be adjusted to provide connections for future development.

Traffic Analysis Report: A traffic generation analysis for the Brookfield development has been prepared by Bolton & Menk Inc. which analyzed the impact of this development on the following intersections:

1. 166th Avenue and Variolite
2. Ramsey Blvd and Nowthen Blvd
3. 167th and Nowthen Blvd.
4. 167th Avenue and Coquina St.
5. 167th Avenue and St Francis Blvd.

All of the above intersections, except for 167th Avenue and TH 47 will continue to operate at acceptable levels of service. No immediate improvements are recommended for these intersections around the development. The intersection at 167th Avenue and TH 47 currently operates below a desirable level of service during the afternoon peak period. Improving the level of service at this intersection will require signalization of this intersection. The intersection must meet traffic warrants before this signalization will be allowed by MnDOT.

The lots in this plat were included in this traffic analysis, a separate study is not required.

Grading and Drainage Plans: A final grading and drainage plan has been prepared for this subdivision by Anderson Passe & Associates, P.A. Staff offers the following comments on this plan:

1. Proposed lot corner elevations need to be provided on all lot corners and along the centerline of drainage swales which do not coincide with common property lines. The 100 year flood elevations for ponding areas need to be noted on the grading plan. All lowest floor building elevations must be two feet above this elevation.
2. Grading plan sheets at 1" = 50' have been added to the set. The sheets for grading of future phases should not be included in the set, or the area outside of the current phase must be shaded. Construction fence must be added at the limits of grading between this phase and the future phase.
3. A tabulation of lot elevations with minimum floor elevations and adjacent pond high water levels must be added to the plan. The tabulation must be confined to lots in this phase.
4. The emergency overflow elevation for each water quality pond must be one foot lower than the lowest adjacent grade of the building structures.
5. The maximum slope should not exceed one foot vertical to four feet horizontal. .
6. The font size/ pen weight of labels must be increased to make plan readable.
7. The existing swale across lots 14 and 15, Block 1 must be backfilled with fill suitable to support a structure. The existing curb and pavement at the intersection of 170th Trail NW and Limonite Terrace NW may need replacement due to undermining of the soil. The exis
8. Sidewalks are generally shown adjacent to the streets. Sidewalks must be added to Kamacite Street NW between 168th Avenue NW and 168th Lane NW and 167th Lane NW between Limonite Street NW and Kamacite Street NW.
9. There are existing homes on lots 1-3, Block 6, Brookfield 3rd Addition. The grading for lots 1-4 Block 3 of Brookfield 4th must maintain the drainage pattern established when the homes were constructed. Existing grades must have a different label style.

Plan sheet specific comments are listed at the end of this report.

A permit from the Lower Rum River Water Management Organization has been obtained, the conditions of the permit applicable to contractors must be noted on the plans.

Utilities: All lots are proposed to be served by municipal sewer and water. Construction plans and specifications are subject to review of the City Engineering Department.

Plan sheet specific comments are listed at the end of this report.

Park Dedication: The park dedication shall be satisfied with a cash payment as was recommended for the preliminary plat of Brookfield Addition.

Trail Fee: Trail Fees must be paid for new lots created prior to release of the final plat for recording.

Sewer and Water Trunk Fee: This property is included in the Trunk Utility executed between Oakwood Development and the City of Ramsey. Trunk sewer and water fees must be paid for all new lots being created. The rate in effect at the time of final plat approval must be paid prior to the City's release of the final plat for recording.

Stormwater Management Fee: A stormwater management fee must be paid for all new lots being created. The rate in effect at the time of final plat approval must be paid prior to the City's release of the final plat for recording

Stormwater Pollution Prevention Plan: Hydraulic Grade calculations must be submitted for the storm sewer system. A copy of the stormwater calculations provided to the LRRWMO for plan approval must be submitted to the City.

Plan sheet specific comments.

Sheet C2: The following changes are required:

- Water service insulation must be shaded.
- Add risers to profile for each sanitary sewer service. Sewer service on each lot must be edited to match profile elevations.
- Check and update inverts based on length of pipe and slope. **ALL UTILITY PROFILE SHEETS.**
- Storm sewer crossing in profile between MH 1 and MH 2 does not match plan view stationing. The size of the pipe is not at the scale of the profile.
- The starting point for the sanitary sewer is an existing stub and should be labeled appropriately. Verify elevation and alignment of existing stub prior to starting watermain. A manhole may be needed to correct sanitary sewer alignment.
- Add note: "All 6" DIP watermain shall be Class 53."
- Add North invert to MH 3 label.

Sheet C3:

- Curb and gutter and sidewalk must be clearly shown on the street plans. **All Street Sheets**
- Install 1 length of 8" DIP upstream of MH 5 for drop structure. Connection to MH shall have watertight gasket.
- The invert for MH 4 is not correct.
- Add note: "Connect to existing sanitary sewer" at east end of 169th Lane.
- Add note: "Provide 24 hour notice to residents prior to turning off water to install new valve."
- Add note: "Remove 80' of 8" SPR, install wye to south." This is in front of Lot 1, Block 2.
- Add directions to the invert elevations.

Sheet C4:

- Removal of the existing FES near Station 0+50 must be called out. Removal of the existing rip rap at the end of the existing swale must also be called out.
- Install a bulkhead in CB 9 for installation of future 15" RCP Pipe.
- Plan must show area 100 ft. south of Block 3.
- The number of truncated domes in each pedestrian ramp must be added to the detail. The radius of domes must be called out.

Sheet G1:

- Proposed spot elevations must be added at all rear lot corners located outside of ponds. Existing spot elevations must have a different label style.

Sheets G2, G3:

- Shade the area that will not be graded as part of this phase. Remove the rows in the table for lots outside of Phase 1.
- Keep the details on Sheet G3.

Sheet D1

- Remove detail STR3 and replace with current MNDOT Details (5 Sheets). Two of the five MNDOT Details are not included in the set and must be added.

Sheet D2

- Remove detail Park 1 or callout trails on street plan.
- Modify Typical street section to state sidewalks are 6 in. thick in all locations.
- Callout location of detail STR-2 on plans or remove from sheet.
- Inside drop manhole must be Reliner/ Duran Inc. style. Manhole connections to pipe must be water tight connections. The first length of pipe between the drop assembly and the outside trench shall be 8" DIP. Adjust font of inside drop label.

Sheet SW1

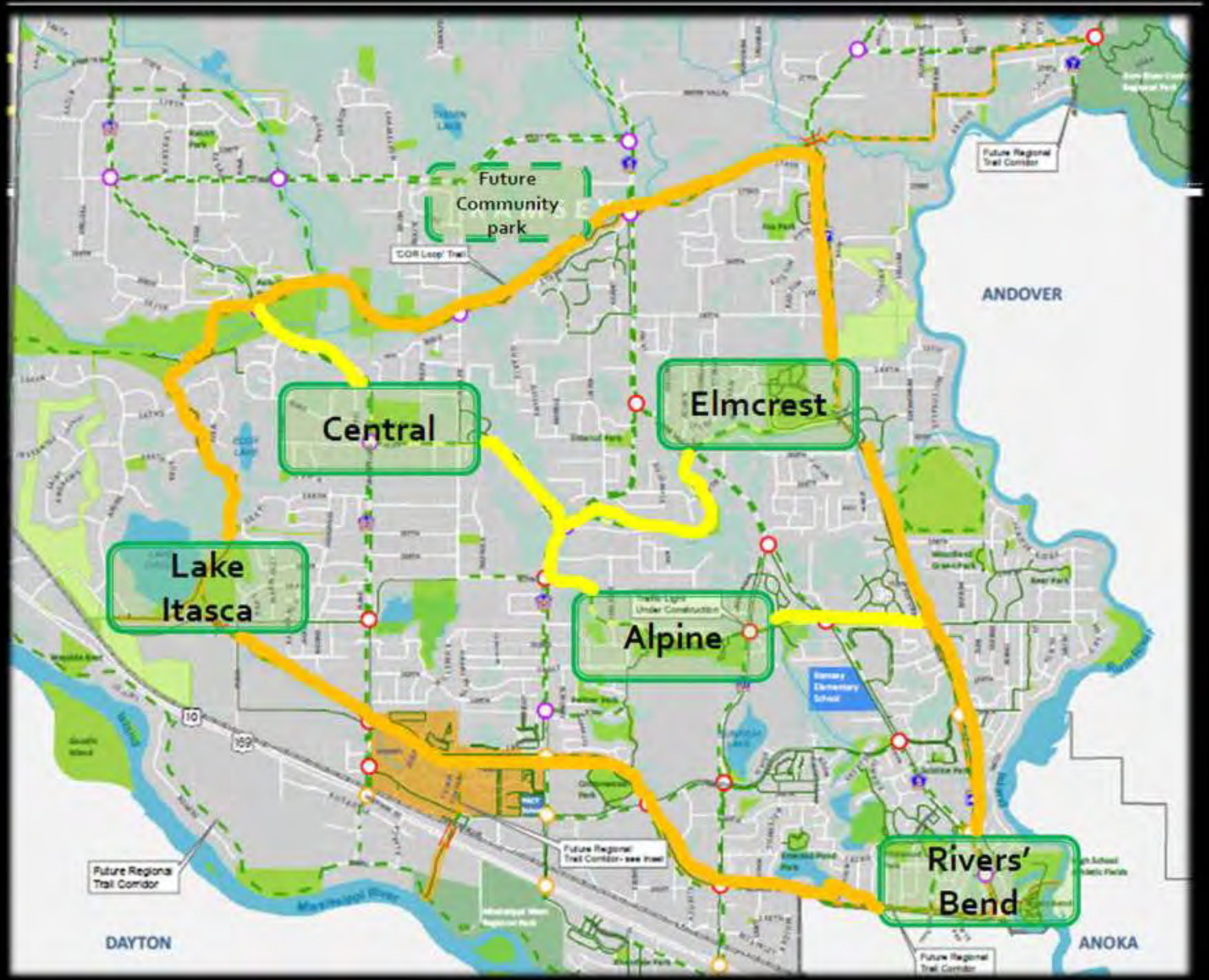
- Fill in the contact information.
- Add a site plan to the sheet set as described in paragraph 2 including surface waters within ½ mile of site.
- Revise to reflect only 31 lots are being graded at this time.

City of Ramsey

2013 Residential Development Fee Calculator - BROOKFIELD 4TH ADDITION

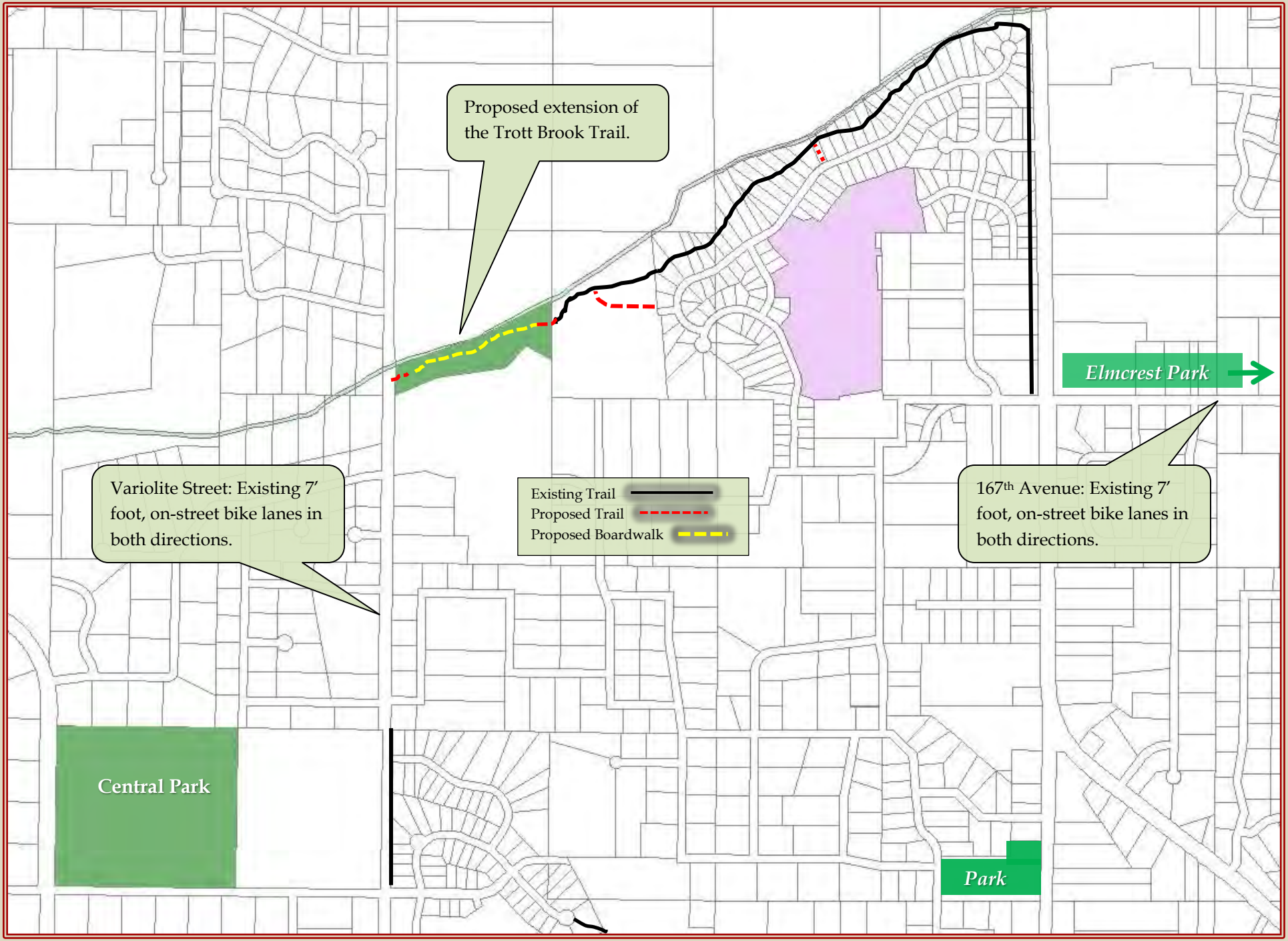
	Units	Unit Type	Unit Price	Total	Notes
Park Dedication and Trail Development					
Park Dedication					
0-12 Units per acre; or	32	per unit	*$2,475*	$79,200	
12-19 Units per acre; or		per unit	*$2,289*	$0	7.5% Density Bonus
20+ Units per acre; or		per unit	*$2,104*	$0	15% Density Bonus
Assisted Living		per acre	*$4,738*	$0	
Trail Development	32	per unit	*$600*	$19,200	
Subtotal Park and Trail Development				***$98,400***	
Water and Sewer Fees					
Water Fees - No Cash Collection (to be credited towards Reimbursement Agreement)					
Trunk/Connection	32	per unit	*$1,925*	$61,600	Per Reimbursement Agreement
Lateral		per connection	*$6,143*	$0	If already constructed
Sewer Fees - No Cash Collection (to be credited towards Reimbursement Agreement)					
Trunk/Connection	32	per unit	*$1,137*	$36,384	Per Reimbursement Agreement
Lateral		per connection	*$3,328*	$0	If already constructed
Subtotal Trunk and Lateral				*$97,984*	
		Credit per Reimbursement Agreement		$97,984	
Accessibility Charges					
Accessibility Charge (WAC)	32	per SAC Unit	*$1,148*	$36,736	Collected with Building Permit
Accessibility Charge (SAC)	32	per SAC Unit	*$2,435*	$77,920	Collected with Building Permit
SAC Handling Fee	32	per address	*$25*	$800	Collected with Building Permit
**SAC is a Metropolitan Council Environmental Services (MCES) Fee; SAC Unit Determined by MCES*					
Subtotal Water and Sewer Fees				***$115,456***	
Stormwater Management Fees					
Stormwater Management	32	per unit	*$448*	$14,336	
Subtotal Stormwater Management				***$14,336***	
Street Light Fees					
Street Light Type					
Cobra; or	3	per light	*$1,300*	$3,900	
The COR		per light	*$2,600*	$0	
Three (3) Years Operating and Maintenance	3	per light	*$294*	$882	
Subtotal Street Lights				***$4,782***	
Sureties and Inspection Fees					
Sureties (to ensure completion; returned when complete)					
Subdivisions/Plats (public improvements)	605153.5	cost of improvement	*125%*	$756,442	Cash or Letter of Credit
Site Plans (private improvements)		cost of improvement	*150%*	$0	Cash or Letter of Credit
Subtotal Sureties				*$756,442*	
Engineering Inspection Fee	605153.5	cost of improvement	*5%*	$30,258	Cash Escrow
Subtotal Surety and Inspection Fee					

GRAND TOTAL FOR DEVELOPMENT FEES	**$117,518**	
GRAND TOTAL FOR ENGINEERING INSPECTION FEES	**$30,258**	**Separate from Building Permit**
GRAND TOTAL FOR SURETIES	**$756,442**	
GRAND TOTAL FOR SAC/WAC	**$115,456**	**Collected with Building Permit**



Gold/ Yellow represents priority trails within Ramsey


Existing Trott Brook Trail
Proposed Trail Connection


Proposed extension of the Trott Brook Trail.
Elmcrest Park
Variolite Street: Existing 7′ foot, on-street bike lanes in both directions.
Existing Trail
Proposed Trail
Proposed Boardwalk
167th Avenue: Existing 7′ foot, on-street bike lanes in both directions.
Central Park
Park

Jobsite Requirements

7550 Sunwood Drive NW
Ramsey, MN 55303

Community Development Department
Building and Inspection Division Ph: 763-433-9850 Fax: 763-433-9848
Planning and Zoning Division Ph: 763-433-9824 Fax: 763-427-5543
www.ci.ramsey.mn.us TTY: 763-427-9851

Construction Site Debris

a. On each construction site residential or commercial where a building permit is required and or issued by the City, a commercial dumpster shall be maintained for the purpose of depositing all construction debris generated by the construction project. In lieu of the commercial dumpster, a fenced are constructed of snow fencing or posts and woven wire, or a bin constructed of plywood, chip board or of posts and wood railing (crib like) may be provided.
b. Each construction site shall be cleaned of construction debris daily, with said debris being deposited in the receptacle described in paragraph above.
c. All construction debris shall be hauled from the site and deposited in a licensed waste disposal facility. The burying of construction debris or any other type debris on a construction site or on any property within the City is prohibited.
d. A Certificate of Occupancy and Septic System Permit shall not be issued until a construction site is free of construction debris and cleared trees and vegetation. *5.11.03*

Construction Work Hours

It shall be unlawful to engage in or conduct any activity in the construction of any building or structure, or laying of any pavement, including but not limited to the making of any excavation, clearing of surface land and loading or unloading material, equipment or supplies in any residential district of the City, except between the hours of 7:00 a.m. and 10:00 p.m. Monday through Sunday. However, such activity shall be lawful from 6:00 a.m. to 10:00 p.m. with prior permission from the City Administrator and his/her designee due to extenuating circumstances such as excessively warm temperature, the need to avoid traffic during normal work hours, etc. Any Sunday activity is also limited to the hours of 7:00 a.m.

to 10:00 p.m. and to that which is being performed by the owner/occupant of the parcel on which the activity is occurring. *7.81.01*

Permit**:** Application for a permit shall be made in writing to the Administrator and shall state the name of the applicant and their business address, to location of the proposed work; and the reason for seeking a permit to do such work on Sunday as well as the estimated time of the proposed operations. No such permit shall be issued excepting where the public welfare will be harmed by failure to perform the work at the time indicated. *7.81.02*

Nothing in this Section shall be construed to prevent any work necessary to prevent injury to persons or property at any time. *7.81.03*

Premises identification**:** Approved numbers or addresses shall be provided for all new buildings in such a position as to be plainly visible a legible from the street or road fronting the property. *R321.1 (MNSBC).* Address numbers shall be a minimum of 4 inches (102mm) high with a minimum stroke width of 0.5 inch (12.7 mm). *304.3 (IPMC)*

Erosion Control

The contractor is required to have silt fence (or other approved erosion control measures) installed and inspected. Contact City Engineering Technicians Mike McDowall @ 763-286-7130 or Aaron Madsen @ 763-286-2579 directly to schedule your erosion control inspections.

No Building inspections will be scheduled until the Engineering Department has notified the Building Division that the erosion control has been approved.

Brookfield Developer Amenities and Home Owners Association Fact Sheet

What amenities were proposed by the Developer?

The original developer has proposed multiple amenities for the development including, but not limited to:

1. Private pond/water feature (within Stormwater pond)
2. Private park (slated for existing Outlot)
3. Landscaped medians (within City right of way)
4. Boulevard landscaping (within private property along Nowthen Boulevard)

Were these amenities required by the City?

No. The private amenities listed above are not a requirement of the City. The City allowed the developer to construct these amenities, but stated that the City would not accept future maintenance obligations of these private amenities.

Why was the Home Owners Association formed?

Although the City shall not comment on the legal aspects of the HOA or Declaration of Covenants and Restrictions, the HOA was formed in part in order to provide a mechanism to maintain the private amenities. This includes financing for a pump for the water feature and irrigation for landscaping.

Why is the pond not holding water as originally anticipated?

A pond liner was installed in order to maintain a level of water where it would normally infiltrate through the soil into the groundwater aquifer. It is the City's understanding that the pond liner failed, and that a portion of the water is infiltrating through the soil. It should be noted that the City only requires that the pond function as a Stormwater pond to capture surface water runoff from impervious surfaces within the development. The City does not require that the pond maintain a certain water level.

Which parcels are subject to the HOA?

The City is not in a position to comment on the legal aspects of the HOA, nor the accompanying declarations and restrictions. It is the City's understanding that a portion of the existing parcels were removed at least in part from certain obligations of the HOA, or lacked the ability to enforce certain provisions to begin with. Most notably, is has been communicated to the City that the original Declaration of Restrictive Covenants lacked the enforceability to collect HOA dues. This is not an official legal opinion of the City, simply communication provided to the City. Concerned residents should consult a real estate attorney for more information.

The City would, however, assist in facilitating a discussion amongst residents to discuss the future of the HOA. While the City cannot require the HOA, it can create a space for discussion and provide educational and technical information in an attempt to point the HOA in a positive direction related to administration and maintenance of the private amenities.

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What happens if the private amenities are not properly maintained?

While the City is cognizant and aware of the benefit of providing these amenities for the neighborhood, the City is not in a financial position, nor a resource position, to take on these additional obligations at this time.

The City will ensure that the pond continues to function as a Stormwater pond in compliance with the approved grading plan. The City will not maintain the pond in such a way that guarantees a certain water level. If the residents of the community desire to maintain a level of water, it shall be their responsibility to do so through appropriate tools and mechanisms.

The City will not construct or maintain the planned private park, as stipulated throughout the platting and Development Agreement process for Brookfield 1st, 2nd, and 3rd Additions and, as it is not part of the City's Master Park and Trail Plan as recommended by the Park and Recreation Commission. The City will, however, continue to develop key connections through linear parks and trails as planned in the Master Park and Trail Map. The City will not maintain the landscape medians at the Nowthen Boulevard entrance and roundabout. In the event the lack of maintenance results in vegetation failure, the City will remove these improvements from the right of way. At this time, the City has no plans to remove the vegetation from the City right of way, so long as the condition of the landscaping remains acceptable. It is noted that said landscaping is beginning to deteriorate, so it is preferred if corrective action is commenced as soon as possible.

Will the future lots being created as part of BROOKFIELD 4TH ADDITION include an HOA?

Based on the materials submitted to date, it does not appear that the Applicant is planning on including itself as part of the existing HOA nor creating a new HOA. According to information provided to the City, the Declaration of Restrictive Covenants was only recorded on individual buildable lots for BROOKFIELD 1ST, 2ND, and 3RD ADDITIONS. The Declaration does not appear to have been recorded on Outlots, which are undeveloped portions anticipated for future development.

What options do we have to ensure the private amenities are properly constructed and maintained?

Interested individuals should consult legal counsel specializing in real estate law. Options include forming or re-forming an HOA or exploring other funding and maintenance alternatives. Again, the City is interested in assisting by facilitating discussion and providing educational materials, but cannot provide legal counsel nor require formation of an HOA.

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City of RAMSEY

Brookfield

Private Amenities

Parcels

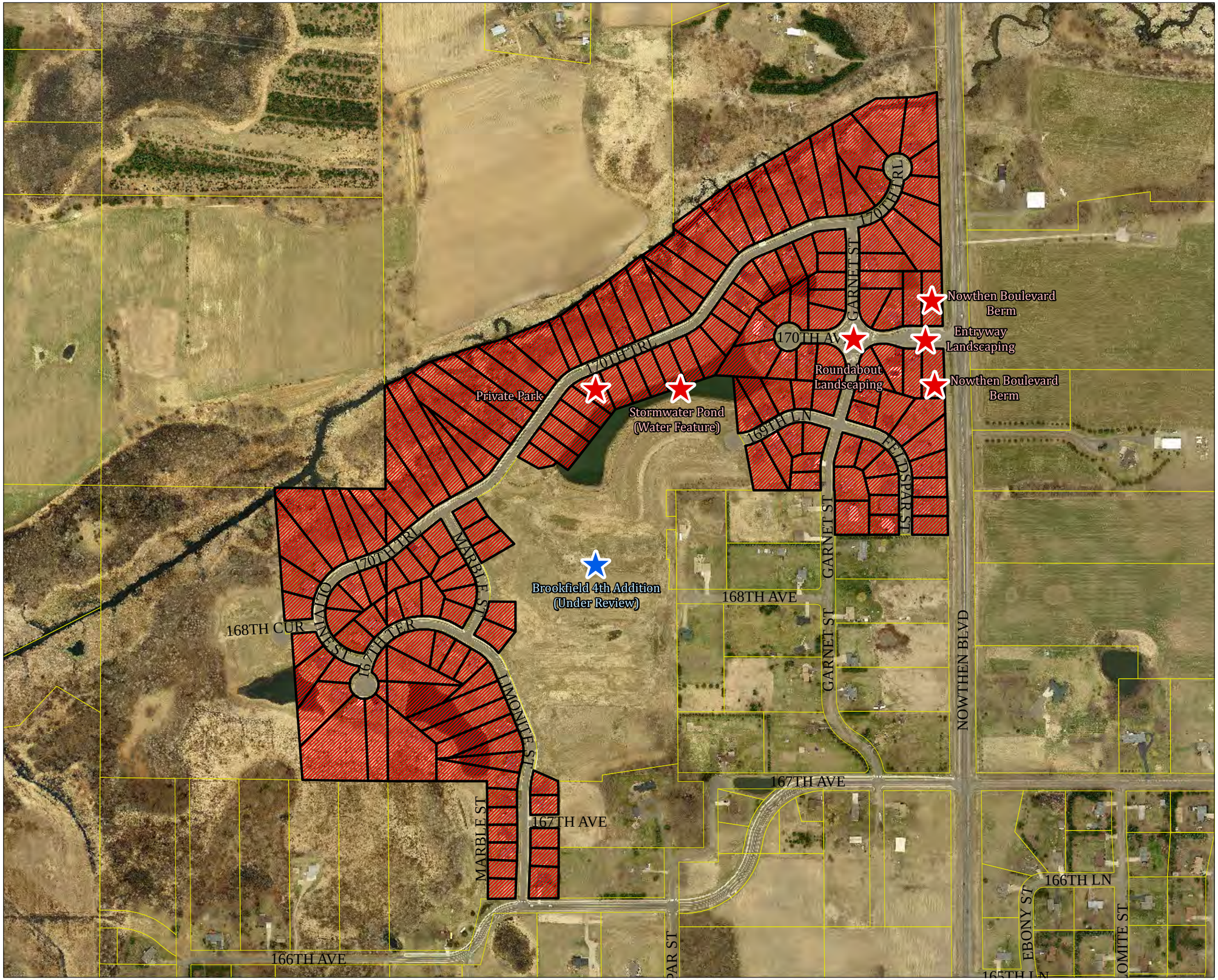
N

0 0.05 0.1 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.

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



Brookfield

Parcels ASSUMED to be in HOA

Assumed HOA Parcels

Parcels

N

0 0.05 0.1 Miles

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Corporate Office: 9380 Central Avenue NE, Blaine, MN 55434 • Tel: 763-767-21ST Fax: 763-783-7140

To Whom it May Concern:

A number of misconceptions have been brought to our attention recently, and it is hoped that the following material will help to clear up some of these matters.

I. Ownership of Brookfield Lake

It has been stated that the Brookfield Homeowners Association ("HOA:") owns the "Brookfield Lake". This is not true. The land beneath the pond is owned by the individual lot owners along 107th, and the land beneath the pond is owned by 21st Century Bank on the southeast side. The Bank's land is the land now being platted by Capstone. The pond area on the northwest side is a dedicated public drainage easement established in the previous Brookfield plats. Capstone will be required to dedicate a public drainage easement over the new lots that are platted on the southeast side of the pond.

II. Homeowner's Association

An HOA was formed as a non-profit corporation by Oakwood. It has since been administratively dissolved by the Minnesota Secretary of State for non-filing of annual renewals, but it can be re-activated by a simple on-line process at a cost of less than $50. The HOA has bylaws, and every lot owner in Brookfield is automatically a member.

III. Declarations

There is a recorded Declaration that is in effect that covers all of the existing lots in Brookfield. It excludes undeveloped land in the area. Further information is contained below.

IV. History

A. Brookfield Plats

The existing BF development consists of three plats, the First, Second and Third Additions, which were recorded in 2006-2007. Each had its own recorded development agreement, and a set of Declarations was recorded by the Developer, Oakwood Land Development Co. for each plat. The Declarations established some basic land use controls, made reference to an HOA, gave the HOA the duty to maintain the landscaped berm on County 5, and established an Architectural Control Committee to review house plans. No house standards were adopted and the ACC was free to approve whatever it wanted to approve. No dues or assessment methods

were established by the Declarations. According to the recorded Declarations, they were drafted by Oakwood

BF First Addition included a divided lane entrance road from County 5 (170th Avenue NW), with the lanes separated by a landscaped median area, and a roundabout at 170th and Garnet Street, with the center of the roundabout also containing landscaping. I believe that the median and roundabout center have irrigation systems in them, but are entirely within city right of way.

B. Brookfield Lake

This storm water retention pond was intended to be a sales amenity for the lots abutting the lake, and was also to be available for use by all residents of Brookfield via a small outlot on the north side. The bottom is lined with a synthetic material. At some point in time (estimated to be after the plats were all recorded), it was discovered that the lining did not work properly, and that the pond elevation could not be maintained by normal storm water runoff or groundwater levels. There was some dispute between Oakwood and a contractor, but apparently the damage could not be repaired. Oakwood obtained permission to install a well on the access outlot land to pump groundwater into the lake as needed to maintain an acceptable level. There may be a DNR permit involved, and there may be an annual limit on gallonage used.

C. 21st Century Bank Involvement

The Bank provided all of the construction financing for the BF plats. After 2007, the loans went into default, and the Bank eventually foreclosed its mortgages, taking title on March 30, 2010.

As the foreclosure period came to a close, the Bank, the City and Oakwood negotiated the terms of an agreement designed to allow for an orderly transfer of title to about 78 unsold but completed lots and several large future-development outlots to the Bank. The Bank at this time was obligated to fund some letters of credit, and the agreement that was reached in written form allocated the responsibilities for various items among the parties. It was by that time known to the Bank that the organizational documents and Declarations regarding the HOA were severely lacking in enforceability, establishment of dues and even scope, since there was no mention of the 170th Avenue median maintenance, the roundabout maintenance or the Brookfield Lake well.

One of the provisions of the settlement agreement was that the Bank and Oakwood would make good faith efforts to breathe life into the HOA, but with the disclaimer that neither the Bank nor Oakwood would or could guarantee that dues could be collected from residents. This was due to the fact that owners who had already closed and built on their lots had done so with no actual recorded documents requiring them to pay dues.

The agreement among Oakwood, the Bank and the City did not cover the issue of the pond level. The City took the position that their sole interest in the pond was as a drainage easement, for storm water runoff. The liner was not a City requirement. The Bank, by foreclosure of the

mortgages, had no obligation to complete Oakwood's work and the new agreement replaced the old development agreements.

The Bank now owns 18 lots that are not under purchase agreement. The Bank also owns the land being sold to Capstone, and two other undeveloped parcels to the west.

D. Efforts to Revive the HOA

After researching applicable law on the subject, 21st Century Bank did prepare and record Amended Declarations for the three Brookfield plats. These were recorded March 24, 2010 as Document Number 2014022.001. The amended Declarations included the following:

1. Referenced the Corporate Bylaws and recognized the HOA as a Minnesota Non-Profit Corporation. (The corporation was actually administratively dissolved in 2009 for failure to file annual renewals – a fact not known to me until I looked up the SOS records today. It can be revived on-line for under $50).
2. Added maintenance of the median and roundabout maintenance, and the pumping apparatus for Brookfield Lake to the HOA duties.
3. Set up a voluntary dues system. We did not feel that we could legally set up an enforceable, mandatory dues system after-the-fact. However, the HOA is allowed to deny usage of Outlot B to lot owners who are delinquent in their dues. That would prohibit access to the pond.
4. Set $50 per year as per lot annual dues, subject to change.
5. Made the Bank the successor declarant with sole right to amend the Declarations.

The Bank's attorney met with a group of about a dozen property owners and John Peterson, president of Oakwood, shortly thereafter, and explained what we had done. Several of those in attendance were openly hostile to the Bank, blaming the Bank for the Developer's work, and insisting that the Bank should pay for everything. The group was informed that the Bank would agree to turn over management of the HOA to them, subject to the right of the Bank to amend or eliminate the Declarations, and the Bank did in fact turn the HOA management over to this group. We have no idea if they elected a board, officers, or anything else.

In August of 2010, the Bank sent the HOA a check for $3,900.00 in response to an invoice in this amount, representing $50 per lot owned by the bank. This check was accompanied by the attached letter, in which the Bank advised the HOA that it would monitor the dealings of the HOA and would base its future participation on that monitoring. Verbally, the HOA was advised that the Bank would contribute in the same ratio as the other lot owners contributed.

The Bank received no response to this letter. The Bank received an invoice about a year later for the full dues, but with no documentation of payment of dues by other lot owners and no accounting for the previous years' expenditures. The Bank has no idea of how their $3,900.00 contribution was used. Absent this documentation, the Bank has assumed that other property owners are not contributing to the HOA.

The expenses of the HOA include city water to run the irrigation systems, electrical power for the Brookfield Lake Pump, maintenance on these system, and mowing/landscaping labor, gas and equipment. The four areas of HOA responsibility under the present Declarations are:

1. Maintenance of the Berm on the west side of County 5. This area is all on privately owned lots, and we speculate that the individual property owners are mowing and maintaining the portions of the Berm that they own. I have no idea why Oakwood originally came up with this form of maintenance.

2. Maintenance of the median landscaping and roundabout landscaping. These areas are within City right of way, are owned by the City as such, and were not created as common areas. The City can fill them in, maintain them or ignore them. There is no way to force the HOA to maintain them if lot owners do not want to pay their dues.

3. Maintenance of the pump apparatus on Outlot B, BF 3. The plan was to convey this lot to the HOA. However, unless the HOA actually comes forward and re-organizes, there is no point in doing so at this time. For liability purposes, this outlot along with Outlot C have been conveyed to a subsidiary LLC. The Bank is also willing to convey these Outlots to the City if the City wants them. The Bank has been paying the nominal taxes on the outlots. Unless a viable HOA materializes, the outlots will probably eventually go tax forfeit.

4. ACC review of building plans. The Bank has been performing this role, reviewing all proposed new construction. Not all plans have been approved. This is somewhat of a simple review, as the original Oakwood declarations established no architectural standards, square foot minimums, etc. The Bank will continue to play this role as long as it owns any undeveloped lots.

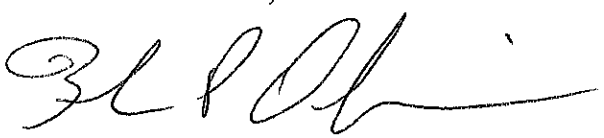
E. Present HOA Status

We have no idea of the present status of the HOA. It was turned over to the other property owners three years ago, and the Bank intended to do no more than pay the same pro rata dues as the other owners, leaving HOA management up to the residents. Communication from those residents has been little or none since 2010. I have at two times in the past 2 years fielded calls from individual lot owners on the status of the HOA and have basically given the same explanation to those individuals. I stated to those callers our willingness to contribute on the lots we owned if the HOA could become a functioning entity collecting dues and communicating annually its financial status to us and other lot owners. As sales of lots have picked up, the Bank has received additional inquiries from new lot buyers regarding an HOA, and for that reason the Bank has now determined that unless a significant number of existing lot owners comes forward to actively and responsibly manage an HOA, it would be best for all concerned if the Declarations were now amended to simply eliminate the HOA. Land use restriction would remain in place, and the Bank would continue to serve as the ACC until the current inventory of vacant lots is sold.

Under this scenario, maintenance of the County 5 berm would go back to the individual lot owners. Maintenance of the median and roundabout landscaping would be left to whoever wanted to do so, if any, and the same is true of the Brookfield Lake pumping apparatus.

The bottom line here is that the original HOA documents and declaration were not properly prepared. Neither the Bank nor the City had anything to do with those documents. The Bank inherited the situation, and has contributed substantial time and money to try to fix what was already broken. The Bank is open to suggestions, and would, as we have been all along, amenable to working with a viable HOA, but that is entirely up to the residents.

RESPECTFULLY,



Thomas P, Dolphin SR. CEO

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

RESOLUTION #13-12-231

RESOLUTION GRANTING FINAL PLAT APPROVAL OF BROOKFIELD 4th ADDITION

WHEREAS, Capstone Homes, Inc., hereafter referred to as "Developer", properly applied for preliminary plat approval of the following described property located in the City of Ramsey:

Outlot A, BROOKFIELD 3RD ADDITION, Anoka County, Minnesota

(the 'Subject Property');

WHEREAS, on September 3, 2013, the City of Ramsey received an application and preliminary plat plans for Brookfield 4th Addition from Capstone Homes; and

WHEREAS, the Brookfield 4th Addition is a continuation of the Brookfield Addition; and

WHEREAS, on October 3, 2013, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat; and

WHEREAS, the Ramsey Park and Recreation Commission reviewed the preliminary plat on October 10, 2013, and recommended that park dedication be satisfied with a cash payment; and

WHEREAS, on October 22, 2013, the City Council approved the preliminary plat with conditions; and

WHEREAS, on November 4, 2013, the Developer submitted an application for final plat; and

WHEREAS, on December 10, 2013, the City Council approved the final plat

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 grants preliminary plat approval of Brookfield 4th Addition accordance with relevant City Codes, subject to the following conditions:

    a) Compliance with City Staff Review File dated December 5, 2013.
    b) 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 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

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

RESOLUTION #13-12-232

RESOLUTION APPROVING THE DEVELOPMENT AGREEMENT FOR BROOKFIELD 4th ADDITION

WHEREAS, Capstone Homes, Inc., hereafter referred to as "Developer", properly applied for preliminary plat approval of the following described property located in the City of Ramsey:

Outlot A, BROOKFIELD 3RD ADDITION, Anoka County, Minnesota

(the 'Subject Property');

WHEREAS, on September 3, 2013, the City of Ramsey received an application and preliminary plat plans for Brookfield 4th Addition from Capstone Homes; and

WHEREAS, the Brookfield 4th Addition is a continuation of the Brookfield Addition; and

WHEREAS, on October 3, 2013, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat; and

WHEREAS, the Ramsey Park and Recreation Commission reviewed the preliminary plat on October 10, 2013, and recommended that park dedication be satisfied with a cash payment; and

WHEREAS, on October 22, 2013, the City Council approved the preliminary plat with conditions; and

WHEREAS, on November 4, 2013, the Developer submitted an application for final plat; and

WHEREAS, on December 10, 2013, the City Council approved the final plat

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 Development Agreement for Brookfield 4th Addition.

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 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR BROOKFIELD 4TH ADDITION

This Agreement (hereinafter the "Agreement") is dated as of this _____ day of _____, 2013 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**") and **BROOKFIELD LAND, LLC**, 14014 Sunfish Lake Blvd. NW, a limited liability company (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 BROOKFIELD 4TH ADDITION (the "Plat").

WHEREAS, the Plat re-subdivides the Subject Property into Lots 1-15, Block 1, Lots 1-7, Block 2, Lots 1-20, Block 3, Lots 1-12 Block 4, Lots 1-3, Block 5, Lots 1-11, Block 6, Lots 1-9, Block 7, BROOKFIELD 4TH ADDITION, 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 Agreement. That the **PERMITTEE** enter into this Agreement.

   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**.**

   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 Agreement. 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.

2. The Plans. The term "Plans" as used in this Agreement means the Final Plat Plans prepared by Anderson Passe Associates dated August 29, 2013, as revised September 24, 2013. The Plans remain subject to: (a) **CITY** Staff's review and approval of the September 24, 2013 revisions to, among other things, confirm that the revisions requested in the **CITY** Staff's September 27, 2013 review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY'S** files.

3. Stage I Improvements. The improvements the **PERMITTEE** will construct or install are as follows:

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a. Streets
b. Concrete curb and gutter
c. Street traffic control devices
d. Lot grading
e. Sidewalks
f. Boulevard sodding
g. Trunk and lateral sanitary sewer
h. Trunk and lateral water main
i. Storm drainage facilities
j. Trail development
k. Electricity (within one-fourth mile)
l. Phone (within one-fourth mile)
m. Natural gas (within one-fourth mile)
n. Water shut off boxes

(the "Stage I Improvements").

The **PERMITTEE** agrees to construct the Stage I Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of re-producible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage I Improvements and acceptance by the **CITY**. As as-built plans are a required Stage I Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guarantee noted in paragraph #6 below. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage I Improvements.

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 Seven Hundred Fifty Six Thousand Four Hundred Forty Two Dollars and No Cents **($756,442.00),** 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

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PERMITTEE shall be responsible for an inspection fee in the amount of Thirty Thousand Two Hundred Fifty Eight Dollars and No Cents **(30,258.00)**, which amount is 5% of the City Engineer's estimated cost of the Stage I Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, acceptance by the **CITY**, and supported by appropriate lien waivers

8. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I Improvements. The **PERMITEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I Improvements, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible "As Built" plans for the Stage I Improvements.

9. Time of Performance for the Stage I Improvements. The **PERMITTEE** must complete the Stage I Improvements within one (1) year after the recording of the Plat.

10. Ownership of the Stage I Improvements. The **PERMITTEE** owns the Stage I Improvements until the **CITY'S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY'S** written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY'S** financial guaranty described in Section 6 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 6 or allows such financial guarantee to lapse, expire or otherwise terminate.

11. Stage I Improvements License. The **PERMITTEE** hereby grants the **CITY** and the **CITY'S** agents, employees, officers, and contractors an irrevocable license to enter the 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 **PERMITTEE** must construct or install are as follows:

    a. Street striping and signing
    b. Street lights
    c. Installation of survey monumentation.

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(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. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of re-producible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage II Improvements and acceptance by the **CITY**. As as-built plans are a required Stage II Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guarantee noted in paragraph #6 above. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage II Improvements.

13. Stage I and Stage II Improvements to Outlots. The **PERMITTEE** acknowledges that Stage I and Stage II Improvements are not being required for proposed Outlots, but will be required upon development of said Outlots.

14. Financial Guaranty for Stage II Improvements. The **CITY** does not require a financial guaranty to secure the **PERMITTEE'S** obligation to construct the 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 B which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Connection (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Management Fees, Street Light as well as 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; c.) the financial guaranty described in Section 6 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

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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, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30), then 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 Agreement to reimburse itself for the expenses the **CITY** incurs to perform the work. This Agreement 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

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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 19 (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 18(d).

19. Miscellaneous.

a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraphs or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

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 Agreement. 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 Agreement 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

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until the **PERMITTEE** does comply. Upon the **CITY**'**S** demand **PERMITTEE** shall cease work until there is compliance.

d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public 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. To the extent possible, the **PERMITTEE** shall avoid the use of Garnet Street and 168th Avenue for construction traffic.

g. Construction 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. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.

h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Stage I and Stage II Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agree to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

i. Plat Approval Expenses. The **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said

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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 Agreement 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 Agreement, 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 Agreement 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 Subject Property or to whom the **PERMITTEE** is granting a mortgage on all or any portion of the Subject Property with a written estoppel certificate stating: (i) that this Agreement remains in full force and **effect – or -** that this Agreement has been terminated; (ii) that this Agreement has not been modified or amended **- or,** *if this Agreement 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 Agreement; (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 Agreement **- 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 Agreement **- 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 Agreement, the **PERMITTEE** may so notify the **CITY** and the **CITY** shall promptly inspect the Subject Property to determine if the **PERMITTEE** has fully performed its obligations under this Agreement. Within ten (10) days after the **CITY'S** inspection the **CITY** must provide the **PERMITTEE** with either a detailed written description of the **PERMITTEE's** 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 Agreement.

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m. Park Dedication and Trail Development. That Park Dedication and Trail Fees are satisfied by cash payment at the time of Final Plat Recording. This Agreement includes an a Memorandum of Understanding that 21st Century Bank shall convey to the City, a trail easement from a publically accessible point within BROOKFIELD THIRD ADDITION, generally westward to the City Trail Corridor adjoining 21st Century Bank's holdings for the purpose of future construction of the Trott Brook Trail. Park Dedication and Trail Fee proceeds from the Plat will be applied to the Trott Brook Trail, with the City applying for grant funds to supplement the Park Dedication and Trail Fee 'gap' in funding the Trott Brook Trail west of the Brookfield Addition(s). The requested easement is depicted as Exhibit C, attached hereto.

n. 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:
BROOKFIELD LAND, LLCAttn: Barry Blaine Onufrock, Chief Financial Manager
14015 Sunfish Lake Blvd. NW
Ramsey, MN 55303

TO THE CITY:
City of Ramsey
Attn: Development Services Manager
7550 Sunwood Drive NW
Ramsey, MN 55303

[The remainder of this page is intentionally left blank.]

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THE PERMITTEE:

BROOKFIELD LAND, LLCBy:_____, Barry Onufrock
Its: Chief Financial Manager

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ , 2013, by Barry Onufrock, the Chief Financial Manager officer of BROOKFIELD LAND, LLC, a domestic limited liability company under the laws of the State of Minnesota on behalf of the corporation.

_____

Notary Public

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THE CITY:

CITY OF RAMSEY

By:_____
Its: Mayor

By:_____
Its: City Clerk

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2013, by Sarah Strommen and JoAnn M. Thieling, the Mayor and the City Clerk of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

_____

Notary Public

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This document drafted by:
Cityof Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

This document reviewed by:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

EXHIBIT A

Legal Description of the Subject Property

Outlot A, BROOKFIELD 3RD ADDITION, ANOKA COUNTY, MINNESOTA

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EXHIBIT B

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 Seventy Nine Thousand Two Hundred Dollars and No Cents ($2,475 x 32 units = **$79,200.00**). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

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 Nineteen Thousand Two Hundred Dollars and No Cents ($600 x 32 units = **$19,200.00**). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

3. Sanitary Sewer Connection (Trunk) Fees. The Plat is subject to the Brookfield Addition Amendment to Water Main and Sanitary Sewer Cost Contribution/Reimbursement Agreement (the "Reimbursement Agreement"). Per Section 3.01 of the Reimbursement Agreement, future lots platted from outlots or other lots in Brookfield First, Second, or Third Addition will pay no Trunk Fee for each lot platted. The amount deemed reduced by the trunk fee credit will be Thirty Six Thousand Three Hundred Eighty FourDollars and No Cents ($1,137 x 32 units = $36,384.00). This amount will be subtracted from the total amount to be credited to 21st Century Bank. A copy of the Reimbursement Agreement is attached as Exhibit D hereto.

4. Water Connection (Trunk) Fees. Per Section 3.01 of the Reimbursement Agreement, future lots platted from outlots or other lots in Brookfield First, Second, or Third Addition will pay no Trunk Fee for each lot platted. The amount deemed reduced by the trunk fee credit will be Sixty One Thousand Six HundredDollars and No Cents ($1,925 x 32 units = $61,600.00). This amount will be subtracted from the total amount to be credited to 21st Century Bank. A copy of the Reimbursement Agreement is attached as Exhibit D hereto.

5. Sanitary Sewer Lateral Benefit Fees. The **PERMITTEE** is constructing its own lateral service lines; therefore no sanitary sewer lateral benefit fee is due.

6. Water Lateral Fees. The **PERMITTEE** is constructing its own lateral service lines; therefore no water lateral benefit fee is due.

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 Fourteen Thousand Three Hundred Thirty Six Dollars and No

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Cents ($448 x 32 units = **$14,336.00**). The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

8. Street Light Fee. The **PERMITTEE** is responsible for a Street Light Fee of $1,300 per light. **PERMITTEE** must pay a Street Light Fee of Three Thousand Nine Hundred Dollars and No Cents ($1,300 x 3 lights = **$3,900.00**).The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

9. Street Light Operation and Maintenance Fee. The **PERMITTEE** is responsible for a Street Light Operation and Maintenance Fee of $294 per light. **PERMITTEE** must pay a Street Light Operation and Maintenance Fee of Eight Hundred Eighty Two Dollars and No Cents ($194 x 3 lights = **$882.00**).The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

10. Development Fees for the Outlots. The **PERMITTEE** acknowledges that development fees are not being collected for any Outlots. The **PERMITTEE** acknowledges that development fees will be due upon development of Outlots at the rate in effect at the time the Plat is recorded.

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Exhibit C

Trail Easement

Description to be completed prior to recording.

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Exhibit D

Existing Brookfield Addition Amendment to Water Main and Sanitary Sewer Cost Contribution/Reimbursement Agreement

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COPY

BROOKFIELD ADDITION
AMENDMENT TO WATER MAIN AND SANITARY SEWER COST CONTRIBUTION/REIMBURSEMENT AGREEMENT
CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA

THIS AGREEMENT, made and entered into by the **CITY OF RAMSEY,** a Municipal Corporation under the laws of the State of Minnesota (the **"CITY"**); **OAKWOOD LAND DEVELOPMENT, INC.,** a Minnesota Corporation (**"Oakwood"**); and **21ST CENTURY BANK,** a Minnesota Corporation (**"21st"**);

RECITALS

WITNESSETH:

WHEREAS, Oakwood and City are parties to the following:

WATER MAIN AND SANITARY SEWER
COST CONTRIBUTION/REIMBURSEMENT AGREEMENT
Dated March 22, 2006
(the "WSCA")
(copy appended hereto),

and

WHEREAS, pursuant to the WSCA, Oakwood has contributed to City the sum of $6.0 million in performance of its obligations under Article 2 of the WSCA, and,

WHEREAS, Oakwood is now entitled to reimbursement from City under Article 3 of the WSCA, and

WHEREAS, Oakwood has assigned its rights to reimbursement under the WCSA to 21st, as contemplated by Article 3.06 of the WCSA, and

WHEREAS, 21st and City have reached agreement on numerous issues in connection with certain plats known as Brookfield First Addition, Brookfield Second Addition, and Brookfield Third Addition (collectively, "Brookfield")

NOW THEREFORE, in consideration of the foregoing and in consideration of the mutual promises herein, it is agreed by and amongst the parties hereto as follows:

1. SUBSTITUTION

21st is hereby substituted for Oakwood under Articles 3, 4 and 5 of the WCSA. Oakwood hereby assigns its interest thereunder to 21st and 21st accepts said assignment. It is acknowledged that all duties of all parties under Articles 1 and 2 of the WCSA have been fully performed, and that Oakwood contributed the sum of $6.0 million under Section 2.01 of the WCSA. From and after the date hereof, Oakwood shall have no interest or rights under the WCSA. Where the word "Oakwood" is used herein, it shall be deemed to mean "21st" unless a different connotation is apparent.

2. **DEFINITION OF TERMS** – Capitalized terms as used herein shall have the definition attributed to them herein. Capitalized terms used herein that do not have a stated definition herein shall have that definition assigned to them in the WSCA.

3. **AMENDMENTS TO WSCA**

A. Article 3 of the WSCA is hereby deleted, and replaced by the following Article 3:

ARTICLE 3
21st REIMBURSEMENT

3.01 21st Reimbursement The parties acknowledge that as of the date hereof, the City has partially reimbursed Oakwood for the Oakwood Contribution in the total amount of $ 502,204.00, through credits given in the respective Brookfield development agreements. In addition, Oakwood assigned some credits to Sweetbay Land Company, a Minnesota corporation, and an Oakwood related company. Sweetbay Land Company was given Trunk Fee credit for $208,216.00 in the Sweetbay Ridge/City of Ramsey development agreement for Sweetbay Ridge Addition. The total amount reimbursed for the Oakwood Contribution to date is therefore $710,420.00. The amount remaining to be reimbursed to Oakwood is therefore $5,289,580.00. Oakwood has assigned its rights to the Oakwood Lots Reimbursement to 21st.

Future lots platted from outlots or other lots in Brookfield First, Second and or Third Addition will pay no Trunk Fees for each lot platted, the amount of the Oakwood Contribution deemed reduced by the Trunk Fee credit will be $3,062 per lot ($1,925 for the Water Trunk Fee and $1,137.00 for sewer Trunk Fee). In addition, 21st is entitled to up to 91 additional water Trunk Fee credits from the current unplatted lots in Sweetbay Ridge, and up to 60 additional water Trunk Fee credits from the current unplatted lots in Harmony Farms, pursuant to Section 3.01 of the WSCA. The City shall charge the ultimate developer of the remaining unplatted lands in Sweetbay Ridge (91 lots) and Harmony Farms (60 lots) the full Trunk Fees, and remit the Water Trunk Fees to 21st at the address noted in Article 5 Section 07 in satisfaction of the credits owed to 21st for those two developments. The City will retain the sanitary sewer trunk fees for said lots. Except for the remaining unplatted area of Brookfield (as represented by platted developable outlots), City will also retain the right to all future sanity sewer trunk fees of any kind or nature.

3.02 Additional 21st Reimbursement For each lot (new or existing) connected to city water within the Northwest Service Area, Northeast Service Area (outside of Brookfield or parts thereof,) or within the Additional Oakwood Reimbursement Area, and outside of Sweetbay Ridge and Harmony Farms, 21st will receive from the City the Water Trunk Fee, payable at the time the hookup of a lot occurs, and in the manner provided by Article 5, Section 5.01. If the City increases the Water Trunk Fee, then this per/lot amount will increase by a like amount. The Water Trunk Fee reimbursement will continue until the total amount of the Oakwood Contribution credited by City to date ($710,420.00) plus the total amount received or credited or paid from new lots created from outlots or other lots in Brookfield or current unplatted lots in Sweetbay Ridge or Harmony Farms plus the total amount received from all other lots platted or hooking up to city water in the Northwest, Northeast Service Area and the Additional Oakwood Reimbursement Area ($1,925.00 per hookup-or as increased) totals six million dollars ($6,000,000.00), or until December 31, 2026, whichever comes first.

It is agreed that 21st will not receive any Water Trunk Fee if the City does not receive a Water Trunk Fee as a result of an agreement with any other developer that provides for said developer to pay the cost of the extension of the water main to such developer's property which is considered a payment of the Water Trunk Fees for the lots to be developed by such developer. As further clarification of this sentence, it is anticipated that as new development occurs, the City may have to give incentives to developers to pay for the cost of extending water mains into new neighborhoods. This would normally be accomplished by not requiring the developer to pay for Water Trunk Fees up to the point where the savings from not paying Water Trunk Fees equals the cost to the developer in extending water mains. For example, in a 100/lot development, Water Trunk Fees now in effect would total $190,250.00 at $1,925.00 per lot. If the cost of extending the water mains in that project was $50,000.00, the City would be permitted to give the developer in that project up to $50,000.00 in Water Trunk Fee relief, meaning that ultimately, 21st would only receive $140,250.00 in Water Trunk Fees from that development.

B. Article 4 of the WSCA is hereby deleted and replaced by the following Article 4.

ARTICLE FOUR
TERM

This Agreement shall expire on December 31, 2026, after which time 21st will receive no further Water Trunk Fees, **NOTWITHSTANDING THAT THE OAKWOOD CONTRIBUTION MAY NOT BE PAID IN FULL AS OF SAID EXPIRATION DATE.** Notwithstanding the foregoing language, if the City adopts any moratoriums on residential development prior to the expiration date, the expiration date will be extended by an amount of time equal to the duration of the moratoriums.

C. Article 5.07: Notice to Oakwood shall be changed to "Notice to 21st", as follows:

If to 21st:

Thomas P. Dolphin, CEO
21st Century Bank
9380 Central Avenue NE
Blaine, MN 55434
Email: tpd@21stcenturybank.com

With a copy to:

Wilbur F. Dorn, Jr.
Dorn Law Firm, Ltd.
9380 Central Avenue NE
Blaine, MN 55434
Email: wfd@dornlegal.com

4. No Other Changes

Except as herein modified, all other terms and conditions of the WCSA shall remain in force and effect, and all Exhibits will remains as originally affixed to the WCSA.

The following page is the signature page.

In Witness whereof, the parties have executed this agreement the dates below written:

21st Century Bank

By: _____ Dated: 12-30-09
Thomas P. Dolphin, CEO

Oakwood Development Company, Inc.

By: _____ Dated: 12-18-09
John Peterson, President

City of Ramsey Dated: 12-30-09

By: _____
Bob Ramsey, Mayor

By: _____
~~Kurt Ulrich, City Administrator~~
Heidi A. Nelson, Deputy City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF Anoka)

The foregoing instrument was acknowledged before me this 30th day of December, 2009, by Thomas P. Dolphin, the Chief Executive Officer of 21st Century Bank, a Minnesota corporation, on behalf of the corporation.

Notary Public

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)
WILBUR F. DORN JR
Notary Public
Minnesota
My Commission Expires January 31, 2010

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 29 day of December, 2009, by John Peterson, President of Oakwood Development Company, Inc, a Minnesota corporation, on behalf of the corporation.

Notary Public

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)
REBECCA LAZERTE
Notary Public
Minnesota
My Commission Expires January 31, 2010

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 30th day of December, 2009 by Bob Ramsey and Heidi A. Nelson, the Mayor and Deputy City Administrator of the City of Ramsey,, a Minnesota municipal corporation, on behalf of the corporation.

William K Goodrich
Notary Public

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

WILLIAM K. GOODRICH
Notary Public
Minnesota
My Commission Expires January 31, 2010

Our Mission: To work together to responsibly grow our community, and to provie quality, cost-effective, an efficient government services

CC Regular Session
Meeting Date: 12/10/2013
By: Jo Thieling, Administrative Services

Information

Title:
Consider Acquisition of Tax Forfeit Properties

Purpose/Background:
Purpose: The purpose of this case is to ask Council to consider acquiring three tax forfeit parcels for public purpose and to approve tax forfeit classification of two other parcels.

Background: The City has received notification from Anoka County Property Records and Taxation of five (5) parcels in tax forfeit. State Statutes requires that the governing body of a municipality must approve the classification and sale of forfeit parcels that lie within their jurisdiction. The City is also offered the first right to acquire the tax forfeit properties.

Upon staff review, it appears three (3) of the parcels could be acquired for public purpose, and two (2) would serve no public purpose and should therefore be classified as tax forfeit and offered for sale.

For Council's information, the Policy for the Acquisition of City Owned Land s attached to this case.

Observations/Alternatives:
Attached to this case are profiles for each of the five tax forfeit properties, which include a GIS image and Anoka County property record.

29-32-25-13-0008 - OUTLOT B ALPACA ESTATES 4TH ADDITION
Upon review, staff has determined this parcel could be acquired for future roadway purposes.

26-32-25-23-0030 - OUTLOT A CHESTNUT HILL 5TH ADDITION PRT PLATTED AS SUNFISH LAKE ESTATES, SUBJECT TO EASEMENT OF RECORD
Upon review, staff has determined that since our trail south of Sunwood Drive encumbers a corner of this property, this parcel could be acquired.

25-32-25-34-0059 - OUTLOT J FLINTWOOD HILLS 2ND ADDITION SUBJECT TO EASEMENT OF RECORD
Upon review, staff has stated there is storm water runoff coming out of Flintwood Hills through this property. Ownership would give the City better access for maintenance purposes. This parcel could be acquired for that purpose.

26-32-25-24-0069
THE VILLAGE OF SUNFISH LAKE - LOT 5 BLOCK 3 THE VILLAGE OF SUNFISH LAKE
Upon review, staff has determined that this parcel is not needed for public purpose, and therefore, recommends that it not be acquired.

23-32-25-14-0051 - WILDLIFE SANCTUARY 3RD ADDITION - OUTLOT B WILDLIFE SANCTUARY 3RD ADDITION
Upon review, staff has determined that this parcel is not needed for public purpose, and therefore, recommends that it not be acquired.

Two resolutions, one for the acquisition of the three parcels, and one for the classification of tax forfeit and sale of the other two parcels are attached to this case for Council action.

Staff will complete the additional responses requested by Anoka County administratively as part of the regular tax-forfeit parcel review process.

Funding Source:
Any costs to the City of acquiring tax forfeit parcels are typically minimal, e.g. filing fees, etc. Funding would come out of the Public Improvement Revolving Fund for Parcel 29-32-25-13-0008 and 26-32-25-23-0030. Funding would come out of the Stormwater Utility Fund for 25-32-25-34-0059.

Recommendation:
Staff recommends Council adopt the Resolution to acquire three of the tax forfeit proeprties and adopt a seocnd resoution classifying the other two parces as tax forfeit and allow sale.

Action:

Motion to adopt Resolution #13-12-213 Requesting Anoka County to Withhold Certain Tax Forfeit Lands from Public Sale and Authorizing Acquisition of Tax Forfeit Properties for Public Purpose

- and -

Motion to Adopt Resolution #13-12-214 Approving the Classification and Sale of Tax-Forfeit Parcels in the City of Ramsey

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Attachments

Policy for Acquisition of City Owned Land
Anoka County Info re Tax Forfeit Parcels
Resolution Acquire Tax Forfeit Properties
Resolution Classify Tax Forfeit Parcels and Sell

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/04/2013 11:42 AM
Form Started By: Jo Thieling		Started On: 11/26/2013 03:20 PM
Final Approval Date: 12/04/2013		

POLICY FOR THE ACQUISITION OF CITY OWNED LAND

City of Ramsey, Minnesota

SECTION I: PURPOSE

To establish a set of guidelines and criteria the City shall review when considering the acquisition of real estate. This policy is meant to act as a formal guide for the City and shall not be considered a legal requirement.

SECTION II: POLICY STATEMENT

The objective of this policy is to limit the City from acquiring real estate that is unneeded for either current or foreseeable future demands.

SECTION III: PUBLIC BENEFIT

There are a number of benefits to the public in limiting the City from acquiring unneeded real estate.

(1) Reduced future City property maintenance costs
(2) Reduced future City liability
(3) Preservation of tax base
(4) Reduced future City resources needed for management of City owned parcels

SECTION III: DECISION CRITERIA

The following three sub sections, including potential use, compliance and policy statements, outline the criteria that shall be considered before the City acquires real estate. Each criterion shall be considered both for current and future demand.

The City shall consider the acquisition of real estate if the subject property meets one of the following potential uses.

POTENTIAL USE CRITERIA

(1) Economic development purposes; including removal of blighted properties and enhancing the City's tax base
(2) Public works and maintenance facilities, staging and storage areas
(3) Public safety facilities, staging and storage areas
(4) Administrative service facilities
(5) Public Right of Way; including roads, railroads and airports
(6) Drainage, wetland and utility easements
(7) Enhancement of housing stock; including redevelopment purposes
(8) Public parks, trails and open space

(9) Dedication of land through the subdivision process; including unrestricted land to be used in lieu of a cash contribution

Consideration for the acquisition of real estate by the City shall be given based on the compliance and consistency with the criteria outlined below.

COMPLIANCE CRITERIA

(10) City Comprehensive plan
(11) City Comprehensive water and sewer plans
(12) City Master parks and trails plan
(13) City Transportation plan
(14) Relevant City boards and commissions review
(15) City Ordinances, Sec. 117-614. - Subdivision Design Standards

The City shall consider the acquisition of City owned land based on the policy statements outlined below

POLICY STATEMENT CRITERIA

(16) The demand for public parks is shifting away from small neighborhood pocket parks to larger regional community parks. The cost to maintain a large number of small neighborhood pocket parks can be greater than the cost to maintain a small number of regional community parks. As such, the City will consider the consolidation of underutilized pocket parks in favor of larger regional parks.
(17) The City shall not acquire real estate if there is no foreseeable current or future need for the property.
(18) Regarding the dedication of parks and open spaces, unless it is desired to acquire new parkland, the City shall favor the dedication of cash over the dedication of real estate. If real estate is dedicated the City shall favor an unrestricted title over restricted title.

COUNTY OF ANOKA

DIVISION OF PROPERTY RECORDS AND TAXATION

GOVERNMENT CENTER • 2100 3RD AVENUE • ANOKA, MN 55303
FAX (763) 323-5421

www.AnokaCounty.us/prop-records-tax

• Property Assessment
• Property Records and Public Service
• Property Tax Accounting and Research

November 14, 2013

Kurt Ulrich, City Administrator
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Dear Mr. Ulrich:

Enclosed you should find the following:

L. Resolution #2013-130 dated 11/12/2013, classifying certain forfeit lands in Anoka County.

B. A classification and sale approval form listing the lands classified in Resolution #2013-130 that lie within your jurisdiction, which is to be signed, sealed and returned to the county along with a copy of the motion or resolution of your governing body approving the classification and sale.

C. A form for the forfeit parcels shown on the list of forfeit lands in your jurisdiction to help us analyze and appraise the parcel. We ask that you complete and return these forms to us.

O. A verification of special assessments form that is to be completed, signed, sealed and returned to the county.

Chapter 282.01, Subdivision 1, of the Minnesota Statutes requires that the town board or governing body of a municipality must approve the classification and sale of forfeit parcels that lie within their jurisdiction. If disapproval of any parcel is not made within 60 days from the date of this letter, it is deemed that the town board or governing body has approved the classification and sale.

If the town board or governing body desires to acquire any parcel lying within the boundaries of the municipality, it shall, within 60 days of the request for classification and sale approval, file a written application with the county board to withhold the parcel from sale. The county board will then withhold the parcel from sale for six months.

If the town board or governing body fails to acquire the property within the withholding period, the county may offer it for sale upon expiration of the withholding period.

A municipality or township will have to pay maintenance costs incurred by the county (if any) during the six months the property is withheld from public sale, and if the parcel is not offered for public sale after the six month period.

All parcels on the list are still within the repurchase period. If you desire to acquire any parcels still within the repurchase period, you can file an application which can be acted upon at the appropriate time, assuming the county board does not allow repurchase of the parcel.

If you have any parcels in your packet that are shown as withdrawn under Chapter 282.018, you can apply to acquire them or approve their sale, but a special bill will first have to be passed by the legislature before they could be sold to anyone. That is assuming the Department of Natural Resources (DNR) will support the sale and not require them to remain in public ownership as forfeit land.

We would like to have all the forms and paperwork returned to me by 01/14/2014.

Your help and understanding in getting this project put together is appreciated. If you have any questions, please do not hesitate to call me at 763-323-5424.

Sincerely,

Pamela J. LeBlanc
Anoka County Land Commissioner

PL/hd
Enclosures

BOARD OF COUNTY COMMISSIONERS

Anoka County, Minnesota

DATE: November 12, 2013 **RESOLUTION #2013-130**

OFFERED BY COMMISSIONER: Kordiak

CLASSIFICATION OF NON-CONSERVATION PROPERTY FOR LAND SALE PURPOSES

WHEREAS, the real property described in the attached Classification List Number 2013, has forfeited to the state of Minnesota for the failure to pay ad valorem real estate taxes pursuant to provisions of Minnesota Statutes Chapter 279, Chapter 280, and Chapter 281; and,

WHEREAS, the Anoka County Board of Commissioners, Anoka County, Minnesota ("County Board"), has determined that it is advisable to sell the real property described in Classification List Number 2013; and,

WHEREAS, pursuant to the provisions of Minnesota Statute Section 282.01, subdivision 1, the County Board is required to classify all tax-forfeited property as conservation or non-conservation; and,

WHEREAS, the County Board has considered the present use of adjacent lands found in Classification List Number 2013, the productivity of the soil, the character of forest or other growth, the accessibility of the lands listed to establish roads, schools, and other public services, and their peculiar suitability or desirability for particular uses; and,

WHEREAS, pursuant to the provisions of Minnesota Statutes Section 282.01, subdivision 1 (h), if the tax-forfeited property is located within the boundaries of an organized town or incorporated municipality, a classification, reclassification, and sale must first be approved by the town board of the town or governing body of the municipality in which the lands are located; and,

WHEREAS, the town board of the town or the governing body of the municipality is considered to have approved the classification or reclassification and sale if the county board is not notified of the disapproval of the classification or reclassification and sale within 60 days of the date the request for approval was transmitted to the town board of the town or governing body of the municipality; and,

WHEREAS, if the town board or a governing body of a municipality or a park and recreation board in a city of the first-class desires to acquire any parcel lying in the town or municipality, it may file a written request with the county auditor pursuant to the provisions of Minnesota Statutes Section 282.01, subdivision 1a; and,

WHEREAS, upon written request to the county auditor from a state agency or governmental subdivision of the state, a parcel of unsold tax-forfeited land must be withheld from sale or lease to others for a maximum of six months ("withholding period"); and,

WHEREAS, if the request is from a governmental subdivision of the state, the governmental subdivision must pay the maintenance cost incurred by the county during the period the parcel is withheld; and,

WHEREAS, if a town board, governing body of the municipality or a governmental subdivision wishes to purchase a parcel of tax-forfeited property it shall do so during the withholding period; and,

WHEREAS, if the town board, governing body of the municipality, or a governmental subdivision fails to submit an application and a resolution of the board or governing body to acquire the property within the withholding period, the county may offer the property for sale upon the expiration of the withholding period:

NOW, THEREFORE, BE IT RESOLVED that each parcel shown on Classification List Number 2013 is hereby classified as non-conservation and approved for sale, subject to review by the town boards, and governing bodies of municipalities in Anoka County under Minnesota Statutes Section 282.01.

BE IT FURTHER RESOLVED that the Anoka County land commissioner shall forward a copy of this resolution to the town board of any organized township and to the governing body of an incorporated municipality in Anoka County for their review.

BE IT FURTHER RESOLVED that if the town board or governing body of a municipality fails to notify the County Board of the disapproval of a classification and sale of any of the lands described herein within 60 days of the date the request herein is transmitted to the town board or governing body of a municipality, it will be deemed to have approved the classification and sale.

BE IT FURTHER RESOLVED that if the town board or governing body desires to acquire any parcel lying in the town or municipality under Section 282.01, it shall, within 60 days of the request for classification and sale, file a written application with the County Board to withhold the parcel from public sale for six months.

BE IT FURTHER RESOLVED that if a governmental subdivision files a written application with the county board to withhold a parcel from public sale for six months, the governmental subdivision shall pay maintenance costs incurred by the county during the six-month period while the property is withheld from public sale, provided the property is not offered for public sale after the six-month period.

BE IT FURTHER RESOLVED that if the town board or governing body of the municipality fails to submit an application and a resolution of the board or governing body to acquire the property within the withholding period, the county may offer the property for sale upon the expiration of the withholding period.

STATE OF MINNESOTA)
COUNTY OF ANOKA) ss

I, Jerry Soma, County Administrator, Anoka County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Anoka County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on November 12, 2013, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 12th day of November 2013.

JERRY SOMA
COUNTY ADMINISTRATOR

	YES	NO
DISTRICT #1 – LOOK	X	
DISTRICT #2 – BRAASTAD	X	
DISTRICT #3 – WEST	Absent	
DISTRICT #4 – KORDIAK	X	
DISTRICT #5 – LEDOUX	X	
DISTRICT #6 – SIVARAJAH	X	
DISTRICT #7 – SCHULTE	X	

CLASSIFICATION LIST NUMBER 2013
Property Forfeited on 07/23/2013

CITY OF ANDOVER
Commissioner District 2

CHESTERTON COMMONS THIRD ADDITION

23-32-24-21-0075

OUTLOT A CHESTERTON COMMONS 3RD ADD

Commissioner District 5

CROWN POINTE

26-32-24-41-0040

OUTLOT A CROWN POINTE

CITY OF ANOKA
Commissioner District 7

MORNINGSIDE 4TH ADDITION

31-32-24-13-0056

MORNINGSIDE 4TH ADD LOT 9, BLK 2, MORNINGSIDE 4TH ADD(SUBJ TO EASE
AS SHOWN ON PLAT)

CITY OF BETHEL
Commissioner District 2

BETHEL

25-34-24-41-0030

THE E 5 FT OF LOT 11 BLK 5 BETHEL, TOG/W ALL OF LOT 12 SD BLK, SUBJ TO
EASE OF REC

CITY OF BLAINE
Commissioner District 3

HIGHLAND GARDENS

31-31-23-22-0143

OUTLOT A HIGHLAND GARDENS

CITY OF CENTERVILLE
Commissioner District 6

PHEASANT MARSH FIRST ADDITION

23-31-22-34-0026

OUTLOT A PHEASANT MARSH 1ST ADD

CITY OF CIRCLE PINES
Commissioner District 6

GLEN OAKS MANOR

25-31-23-14-0034

OUTLOT A GLEN OAKS MANOR SUBJ TO EASE OF REC

CITY OF COLUMBIA HEIGHTS
Commissioner District 4

HORNICKS ADDITION

26-30-24-13-0009

HORNICKS ADDITION CITY OF COLUMBIA HEIGHTS LOT 2 BLK 1 HORNICKS ADD-SUBJ TO 5 FT UTIL EASE ALONG W LINE-

CITY OF COON RAPIDS

Commissioner District 5

LIBERTY PARK

24-31-24-13-0050

THE S1/2 OF LOTS 7 & 8 BLK 1 LIBERTY PARK, SUBJ TO EASE OF REC

RIVER VIEW HEIGHTS

03-30-24-22-0077

LOTS 33 & 34 BLK C RIVERVIEW HEIGHTS, SUBJ TO EASE OF REC

Commissioner District 7

MAXWELL ESTATES 2ND ADDITION

03-31-24-11-0101

LOT 7 BLK 2 MAXWELL ESTATES 2ND ADD; SUBJ TO EASE OF REC

ORRIN THOMPSONS RIVERVIEW TERRACE 13TH ADD

22-31-24-31-0060

LOT 4 BLOCK 6, ORRIN THOMPSONS RIVERVIEW TERRACE 13TH ADD, EX RDS
SUBJ TO EASE OF REC

CITY OF EAST BETHEL

Commissioner District 2

COON LAKE BEACH THIRD MAP

36-33-23-32-0008

COON LAKE BEACH, THIRD MAP S 1/2 OF LOT 9 BLK 63 COON LAKE BEACH
3RD MAP

CITY OF HAM LAKE

Commissioner District 2

AUDITORS SUBDIVISION NO 61

05-32-23-31-0019

LOT 13 AUD SUB NO 061 , EX RD SUBJ TO EASE OF REC

TOWN OF LINWOOD

Commissioner District 6

BICKS SHADYLAND BEACH

04-33-22-24-0057

LOTS 19 & 20 BLOCK 5 BICKS SHADYLAND BEACH

CITY OF RAMSEY

Commissioner District 1

ALPACA ESTATES 4TH ADDITION

29-32-25-13-0008

OUTLOT B ALPACA ESTATES 4TH ADD

CHESTNUT HILL 5TH ADDITION

26-32-25-23-0030

OUTLOT A CHESTNUT HILL 5TH ADD EX PRT PLATTED AS SUNFISH LAKE ESTATES, SUBJ TO EASE OF REC

FLINTWOOD HILLS 2ND ADDITION

25-32-25-34-0059

OUTLOT J FLINTWOOD HILLS 2ND ADD SUBJ TO EASE OF REC

THE VILLAGE OF SUNFISH LAKE

26-32-25-24-0069

LOT 5 BLOCK 3 THE VILL OF SUNFISH LAKE

WILDLIFE SANCTUARY 3RD ADD

23-32-25-14-0051

OUTLOT B WILDLIFE SANCTUARY 3RD ADD

29-32-25-13-0008

Ramsey



Aerial Photo: Flown Spring 2011

Prepared by Anoka County GIS Department

CLASSIFICATION
Property Forfeited on 07/23/2013
CITY OF RAMSEY

ALPACA ESTATES 4TH ADDITION

29-32-25-13-0008

OUTLOT B ALPACA ESTATES 4TH ADD

State of Minnesota

County of Anoka
State of Minnesota

The Foregoing classification of lands above described lying within the boundaries of the CITY OF RAMSEY in said County and State is hereby approved.

Dated_____,_____
Attest:_____

_____

_____
(CLERK)

The CITY COUNCIL of the CITY OF RAMSEY

_____

BY_____
(MAYOR)

VERIFICATION OF SPECIAL ASSESSMENTS

CITY OF RAMSEY

PIN# 29-32-25-13-0008 **DATE OF FORFEITURE: 07/23/2013**

Before Forfeiture Amount_____

After Forfeiture Amount_____

Special Assessments Not Previously Certified_____

Watershed District_____

We ask that you enter the amount of special assessments by category on the captioned parcel. If there are none, please enter a zero.

If you need to verify the amounts, please contact Larysa Matzek @ (763) 323 - 5426 in the Property Records and Taxation Division.

If your municipality or township has not previously certified special assessments on a forfeit property, you should now certify them to the PROPERTY RECORDS AND TAXATION DIVISION, and enter them on the line, 'Special Assessments Not Previously Certified'.

Improvements before forfeiture should include principal and interest up to the date of forfeiture and all deferred installments of principal.

Improvements after forfeiture should include ONLY THE TOTAL PRINCIPAL AMOUNT. MS 282.01, Subd. 3 requires improvements made after forfeiture to be considered by the County Board in setting the appraised value for sale purposes. The apportionment of proceeds after sale is done in accordance with MS 282.08.

_____

Clerk of Township, Municipality or Watershed District

(Seal)

_____

Date

PIN# 29-32-25-13-0008

Please complete the following information by answering all applicable questions.

1. **Is this parcel buildable?**

   a) **Has your city/township adopted a local ordinance governing minimum area, shape, frontage or access? (If yes, answer 1b; if no, proceed to question 5.)**
   b) **Does this parcel comply with your local ordinances regarding minimum area, shape, frontage or access and, because of this, can be improved? If it does not comply, please list reason(s) for non-compliance**

2. **Do you recommend combining this parcel with an abutting forfeit parcel, if there is one?**

3. **If your answer to #2 is yes, indicate which parcel on the list.**

4. **Do you recommend selling this parcel to the abutting landowner?**

5. **What is the current zoning of the forfeit parcel?**

6. **Are there any buildings on the parcel?**

7. **Does the city/township want an easement over the parcel?**

Any other information you feel would be useful:

Name of person completing this questionnaire:_____

Title of person completing this questionnaire:_____

Thank you for providing this information. Please return to:

Pamela J. LeBlanc
Land Commissioner
2100 3RD Avenue
Anoka, MN 55303

26-32-25-23-0030

Ramsey



Aerial Photo: Flown Spring 2011

Prepared by Anoka County GIS Department

CLASSIFICATION
Property Forfeited on 07/23/2013
CITY OF RAMSEY

CHESTNUT HILL 5TH ADDITION

26-32-25-23-0030

OUTLOT A CHESTNUT HILL 5TH ADD EX PRT PLATTED AS SUNFISH LAKE ESTATES, SUBJ TO EASE OF REC

State of Minnesota

County of Anoka
State of Minnesota

The Foregoing classification of lands above described lying within the boundaries of the CITY OF RAMSEY in said County and State is hereby approved.

Dated_____,_____
Attest:_____

_____

_____
(CLERK)

The CITY COUNCIL of the
CITY OF RAMSEY

_____

BY_____
(MAYOR)

VERIFICATION OF SPECIAL ASSESSMENTS

CITY OF RAMSEY

PIN# 26-32-25-23-0030 **DATE OF FORFEITURE: 07/23/2013**

Before Forfeiture Amount_____

After Forfeiture Amount_____

Special Assessments Not Previously Certified_____

Watershed District_____

We ask that you enter the amount of special assessments by category on the captioned parcel. If there are none, please enter a zero.

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_____

Clerk of Township, Municipality or Watershed District

(Seal)

_____

Date

PIN# 26-32-25-23-0030

Please complete the following information by answering all applicable questions.

1. **Is this parcel buildable?**

   a) **Has your city/township adopted a local ordinance governing minimum area, shape, frontage or access? (If yes, answer 1b; if no, proceed to question 5.)**
   b) **Does this parcel comply with your local ordinances regarding minimum area, shape, frontage or access and, because of this, can be improved? If it does not comply, please list reason(s) for non-compliance**

2. **Do you recommend combining this parcel with an abutting forfeit parcel, if there is one?**

3. **If your answer to #2 is yes, indicate which parcel on the list.**

4. **Do you recommend selling this parcel to the abutting landowner?**

5. **What is the current zoning of the forfeit parcel?**

6. **Are there any buildings on the parcel?**

7. **Does the city/township want an easement over the parcel?**

Any other information you feel would be useful:

Name of person completing this questionnaire:_____

Title of person completing this questionnaire:_____

Thank you for providing this information. Please return to:

Pamela J. LeBlanc
Land Commissioner
2100 3RD Avenue
Anoka, MN 55303

25-32-25-34-0059

Ramsey



Aerial Photo: Flown Spring 2011

Prepared by Anoka County GIS Department

CLASSIFICATION
Property Forfeited on 07/23/2013
CITY OF RAMSEY

FLINTWOOD HILLS 2ND ADDITION

25-32-25-34-0059

OUTLOT J FLINTWOOD HILLS 2ND ADD SUBJ TO EASE OF REC

State of Minnesota

County of Anoka
State of Minnesota

The Foregoing classification of lands above described lying within the boundaries of the CITY OF RAMSEY in said County and State is hereby approved.

Dated_____,_____
Attest:_____

_____

_____
(CLERK)

The CITY COUNCIL of the CITY OF RAMSEY

_____

BY_____
(MAYOR)

VERIFICATION OF SPECIAL ASSESSMENTS

CITY OF RAMSEY

PIN# 25-32-25-34-0059 **DATE OF FORFEITURE: 07/23/2013**

Before Forfeiture Amount_____

After Forfeiture Amount_____

Special Assessments Not Previously Certified_____

Watershed District_____

We ask that you enter the amount of special assessments by category on the captioned parcel. If there are none, please enter a zero.

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_____

Clerk of Township, Municipality or Watershed District

(Seal)

_____

Date

PIN# 25-32-25-34-0059

Please complete the following information by answering all applicable questions.

1. **Is this parcel buildable?**

   a) **Has your city/township adopted a local ordinance governing minimum area, shape, frontage or access? (If yes, answer 1b; if no, proceed to question 5.)**
   b) **Does this parcel comply with your local ordinances regarding minimum area, shape, frontage or access and, because of this, can be improved? If it does not comply, please list reason(s) for non-compliance**

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Any other information you feel would be useful:

Name of person completing this questionnaire:_____

Title of person completing this questionnaire:_____

Thank you for providing this information. Please return to:

Pamela J. LeBlanc
Land Commissioner
2100 3RD Avenue
Anoka, MN 55303

26-32-25-24-0069
Ramsey



Aerial Photo: Flown Spring 2011

Prepared by Anoka County GIS Department

CLASSIFICATION
Property Forfeited on 07/23/2013
CITY OF RAMSEY

THE VILLAGE OF SUNFISH LAKE

26-32-25-24-0069

LOT 5 BLOCK 3 THE VILL OF SUNFISH LAKE

State of Minnesota

County of Anoka
State of Minnesota

The Foregoing classification of lands above described lying within the boundaries of the CITY OF RAMSEY in said County and State is hereby approved.

Dated_____,_____
Attest:_____

_____

_____
(CLERK)

The CITY COUNCIL of the
CITY OF RAMSEY

_____

BY_____
(MAYOR)

VERIFICATION OF SPECIAL ASSESSMENTS

CITY OF RAMSEY

PIN# 26-32-25-24-0069 **DATE OF FORFEITURE: 07/23/2013**

Before Forfeiture Amount_____

After Forfeiture Amount_____

Special Assessments Not Previously Certified_____

Watershed District_____

We ask that you enter the amount of special assessments by category on the captioned parcel. If there are none, please enter a zero.

If you need to verify the amounts, please contact Larysa Matzek @ (763) 323 - 5426 in the Property Records and Taxation Division.

If your municipality or township has not previously certified special assessments on a forfeit property, you should now certify them to the PROPERTY RECORDS AND TAXATION DIVISION, and enter them on the line, 'Special Assessments Not Previously Certified'.

Improvements before forfeiture should include principal and interest up to the date of forfeiture and all deferred installments of principal.

Improvements after forfeiture should include ONLY THE TOTAL PRINCIPAL AMOUNT. MS 282.01, Subd. 3 requires improvements made after forfeiture to be considered by the County Board in setting the appraised value for sale purposes. The apportionment of proceeds after sale is done in accordance with MS 282.08.

_____

Clerk of Township, Municipality or Watershed District

(Seal)

_____

Date

PIN# 26-32-25-24-0069

Please complete the following information by answering all applicable questions.

1. Is this parcel buildable?

   a) Has your city/township adopted a local ordinance governing minimum area, shape, frontage or access? (If yes, answer 1b; if no, proceed to question 5.)
   b) Does this parcel comply with your local ordinances regarding minimum area, shape, frontage or access and, because of this, can be improved? If it does not comply, please list reason(s) for non-compliance

2. Do you recommend combining this parcel with an abutting forfeit parcel, if there is one?

3. If your answer to #2 is yes, indicate which parcel on the list.

4. Do you recommend selling this parcel to the abutting landowner?

5. What is the current zoning of the forfeit parcel?

6. Are there any buildings on the parcel?

7. Does the city/township want an easement over the parcel?

Any other information you feel would be useful:

Name of person completing this questionnaire:_____

Title of person completing this questionnaire:_____

Thank you for providing this information. Please return to:

Pamela J. LeBlanc
Land Commissioner
2100 3RD Avenue
Anoka, MN 55303

23-32-25-14-0051
Ramsey



Aerial Photo: Flown Spring 2011

Prepared by Anoka County GIS Department

CLASSIFICATION
Property Forfeited on 07/23/2013
CITY OF RAMSEY

WILDLIFE SANCTUARY 3RD ADD

23-32-25-14-0051
OUTLOT B WILDLIFE SANCTUARY 3RD ADD

State of Minnesota

County of Anoka
State of Minnesota

The Foregoing classification of lands above described lying within the boundaries of the CITY OF RAMSEY in said County and State is hereby approved.

Dated_____,_____
Attest:_____

_____

_____
(CLERK)

The CITY COUNCIL of the CITY OF RAMSEY

_____

BY_____
(MAYOR)

VERIFICATION OF SPECIAL ASSESSMENTS

CITY OF RAMSEY

PIN# 23-32-25-14-0051 **DATE OF FORFEITURE: 07/23/2013**

Before Forfeiture Amount_____

After Forfeiture Amount_____

Special Assessments Not Previously Certified_____

Watershed District_____

We ask that you enter the amount of special assessments by category on the captioned parcel. If there are none, please enter a zero.

If you need to verify the amounts, please contact Larysa Matzek @ (763) 323 - 5426 in the Property Records and Taxation Division.

If your municipality or township has not previously certified special assessments on a forfeit property, you should now certify them to the PROPERTY RECORDS AND TAXATION DIVISION, and enter them on the line, 'Special Assessments Not Previously Certified'.

Improvements before forfeiture should include principal and interest up to the date of forfeiture and all deferred installments of principal.

Improvements after forfeiture should include ONLY THE TOTAL PRINCIPAL AMOUNT. MS 282.01, Subd. 3 requires improvements made after forfeiture to be considered by the County Board in setting the appraised value for sale purposes. The apportionment of proceeds after sale is done in accordance with MS 282.08.

_____

Clerk of Township, Municipality or Watershed District

(Seal)

_____

Date

PIN# 23-32-25-14-0051

Please complete the following information by answering all applicable questions.

1. **Is this parcel buildable?**

   a) **Has your city/township adopted a local ordinance governing minimum area, shape, frontage or access? (If yes, answer 1b; if no, proceed to question 5.)**
   b) **Does this parcel comply with your local ordinances regarding minimum area, shape, frontage or access and, because of this, can be improved? If it does not comply, please list reason(s) for non-compliance**

2. **Do you recommend combining this parcel with an abutting forfeit parcel, if there is one?**

3. **If your answer to #2 is yes, indicate which parcel on the list.**

4. **Do you recommend selling this parcel to the abutting landowner?**

5. **What is the current zoning of the forfeit parcel?**

6. **Are there any buildings on the parcel?**

7. **Does the city/township want an easement over the parcel?**

Any other information you feel would be useful:

Name of person completing this questionnaire:_____

Title of person completing this questionnaire:_____

Thank you for providing this information. Please return to:

Pamela J. LeBlanc
Land Commissioner
2100 3RD Avenue
Anoka, MN 55303

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-213

RESOLUTION REQUESTING ANOKA COUNTY TO WITHHOLD CERTAIN TAX FORFEIT LANDS FROM PUBLIC SALE AND AUTHORIZING ACQUISITION OF TAX FORFEIT PROPETIES FOR PUBLIC PURPOSE

WHEREAS, OUTLOT B ALPACA ESTATES 4TH ADDITION, City of Ramsey, Anoka County, Minnesota, PIN #29-32-25-13-0008, has forfeited to the State of Minnesota for non-payment of taxes (The "Subject Property A"); and

WHEREAS, OUTLOT A CHESTNUT HILL 5TH ADDITION EX PRT PLATTED AS SUNFISH LAKE ESTATES, SUBJ TO EASE OF REC, City of Ramsey, Anoka County, Minnesota, PIN #26-32-25-23-0030, has forfeited to the State of Minnesota for non-payment of taxes (The "Subject Property B"); and

WHEREAS, OUTLOT J FLINTWOOD HILLS 2ND ADDN SUBJ TO EASE OF REC, City of Ramsey, Anoka County, Minnesota, PIN #25-32-25-34-0059, has forfeited to the State of Minnesota for non-payment of taxes (The "Subject Property C"); and

WHEREAS, it appears to be in the best interest of the City to acquire the Subject Property A for future roadway purposes; the Subject Property B due to a City trail encumbrance, and the Subject Property C for stormwater runoff.

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

1) That the Mayor and City Administrator are hereby authorized to complete the application for a state use deed and any other necessary paperwork to secure ownership of the Subject Property A for future roadway purpose, Subject Property B for trail encumbrance, and Subject Property C for stormwatrer runoff.

2) That the Council hereby authorizes the costs the City would incur by acquiring the tax forfeit properties to be taken from the Public Improvement Revolving Fund for the acquisition of Subject Properties A and B, and from the Stormwater Utility Fund for the acquisition of Subject Property C.

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 the 10th day of December, 2012.

Mayor Sarah Strommen

ATTEST:

City Clerk Jo Ann M. Thieling

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #13-12-214

RESOLUTION APPROVEING THE CLASSIFICATION AND SALE OF TAX FORFEIT PARCELS IN THE CITY OF RAMSEY – NAMELY LOT 5 BLOCK 3 THE VILLAGE OF SUNFISH LAKE – PIN 26-32-25-24-0069 AND OUTLOT B WILDLIFE SANCTUARY 3RD ADDITION – PIN 23-32-25-14-0051

WHEREAS, the City of Ramsey has received notification from the Anoka County Board of Commissioners that Lot 5 Block 3, The Village of Sunfish Lake – PIN 26-32-25-24-0069 and Outlot B, Wildlife Sanctuary 3rd Addition – PIN 23-32-25-14-0051 have been classified as tax forfeited land; and

WHEREAS, classification and sale of any tax forfeited land lying within the bounds of any incorporated municipality must be approved by the governing body of such municipality; and

WHEREAS, the City has no need for the above-mentioned parcels.

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

1) That the City of Ramsey has no need for a parcel known as Lot 5, Block 3, The Village of Sunfish Lake – PIN 23-32-25-14-0051 and no need for the parcel known as Outlot B Wildlife Sanctuary 3rd Addition – PIN 23-32-25-14-0051.

2) That the City of Ramsey hereby approves the classification and sale of this tax forfeit parcel.

3) That the City Clerk is hereby authorized to submit a copy of this resolution to Anoka County for their records.

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 the 10th day of December, 2012.

_____

Mayor Sarah Strommen

ATTEST:

_____

City Clerk Jo Ann M. Thieling

Our Mission: To work together to responsibly grow our community, and to provie quality, cost-effective, an efficient government services

CC Regular Session

Meeting Date: 12/10/2013

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

Select Preferred Real Estate Broker for the City of Ramsey

Purpose/Background:

Purpose of Case

Select a preferred real estate broker for the City of Ramsey; and, review selection process.

Case Background

This case was previously discussed on November 12, 2013; at which time, Staff was directed to conduct a Request for Qualifications (RFQ) for real estate broker services to sell City owned land in Ramsey. Attached to this case is the RFQ document approved in November.

In summary, Staff solicited over 100 brokers to provide a response to the adopted RFQ. The City received ten responses--which were screened for finalists. Three finalist were selected and formally interviewed by Staff. Overall, Staff was satisfied with the RFQ process and would like to provide a recommendation for City Council consideration.

Detailed Background

The City of Ramsey owns a large inventory of real estate available for sale and development; including commercial, retail, industrial, office, residential and mixed use properties, totaling over 150 acres on multiple parcels. A large portion of real estate the City of Ramsey owns is known as The COR—a 300+ acre, mixed use, transit oriented development (TOD).

Based on Council discussion and the 2013 Council Strategic Plan, it is the City's objective is to reduce its real estate inventory—and return tax exempt properties back to the private market for development. The primary purpose of the proposed contract for '*Real Estate Broker Services*' is representation of the City of Ramsey from a professional real estate broker. The critical desired outcome of the proposed relationship is the sale of City owned land.

Notification:

NA

Observations/Alternatives:

Process Outline:

Over 100 brokers were contacted regarding the RFQ for real estate broker services. Staff utilized email, CRM forms and list serves as the primary method of solicitation. The City received ten responses (listed below) to the RFQ. Upon reception, Staff reviewed RFQ proposals and selected three finalists (listed below). In an effort to streamline the RFQ process, Staff scheduled interviews as quickly as schedules permitted (listed below). As a result, when this case was written, one of the three finalists had yet to be interviewed. Staff will bring a recommendation to the City Council on December 10th. If the City Council does not have enough information (or time) to make a confident decision on the 10th of December, Staff would advise pushing this case to January 14.

RFQ Responses

American Dream Realty, Arthur Grant Realty, CBRE, Coldwell Banker, Edina Realty, Keller Williams (Coon Rapids), Keller Williams (Elk River), MidAmerica, Northco, Premier Commercial Realty.

Three Finalists, Interviews

CBRE, December 4
Coldwell Banker, December 5
Northco, December 9

Screening Criteria

Quality of RFQ document
Understanding of Ramsey's development opportunities
Ability/experience/expertise to provide services for multiple uses (including mixed)
Ability/experience/expertise to network/market/sell Ramsey at a local, regional and national level
Number and nature of professional staff
Unique services/capabilities
Required terms: commission fees, other fees, contract term, etc.

Attached to this case are RFQs from the three finalists. Additionally, for reference, all non-finalists' responses were attached to this case. Lastly, a quick 'term' comparison table was attached to this case.

Funding Source:

Future land proceeds.

Recommendation:

In an effort to streamline the RFQ process, Staff scheduled interviews as quickly as schedules permitted. As a result, when this case was written, one of the three finalists had yet to be interviewed. Staff will bring a recommendation to the City Council on December 10th (which will include a detailed explanation). If the City Council does not have enough information (or time) to make a confident decision on the 10th of December, Staff would advise pushing this case to January 14th.

Action:

Motion to select _____ as the preferred real estate broker for the City of Ramsey.

NOTE: upon selection, staff will work with the preferred broker to develop a list of properties most appropriate for listing; and, a proposed 'listing strategy' for The COR. Additionally, Staff will work with the City Attorney to develop and negotiate a preferred contractual relationship. A subsequent case will be brought back to the City Council regarding both items on January 14 (proposed contract and listing strategy).

--OR--

Motion to table this case until January 14 (if more information or time is required).

Attachments

RFQ
CBRE (finalist)
Coldwell Banker (finalist)
Northco (finalist)
Other RFQ Responses (non finalists)
Cost and Term Analysis

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/05/2013 02:23 PM
Kurt Ulrich	Kurt Ulrich	12/05/2013 03:35 PM
Form Started By: Patrick Brama		Started On: 12/04/2013 01:12 PM
Final Approval Date: 12/05/2013		

REQUEST FOR QUALIFICATIONS 2.0

REAL ESTATE BROKER SERVICES:
Sale of real property owned by the City of Ramsey, Minnesota

OVERVIEW

The City of Ramsey is seeking proposals for real estate brokers/firms to sell real property located within the corporate limits of Ramsey. It is the intent of this Request for Qualifications (RFQ) to have the successful broker/firm, enter into a professional services contract with the City of Ramsey to supply real estate services as outlined herein.

BACKGROUND

City of Ramsey
Located in the northwest Twin Cities Metro, the City of Ramsey is the fastest growing City in Anoka County. U.S. Highway 10, Minnesota Highway 169, Minnesota Trunk Highway 47 and the Northstar Commuter Rail connect the City of Ramsey to the Twin Cities and Greater Minnesota. Ramsey has an estimated population of 23,835, a high median household income of $76,560, boasts an impressive manufacturing industry and is bordered by the beautiful Rum and Mississippi Rivers. For more information on the City of Ramsey please visit our website: cityoframsey.com or reference the attached document.

Request for Qualifications
The City of Ramsey owns a large inventory of surplus real estate available for development. It is the City's objective is to reduce its real estate inventory—and return tax exempt properties back to the private market for development.

The primary purpose of the proposed contract for '*Real Estate Broker Services*' is representation of the City of Ramsey from a professional real estate broker. The critical desired outcome of the proposed relationship is the sale of City owned land.

LAND AVAILABLE FOR SALE

The City of Ramsey owns a large inventory of real estate available for sale and development; including commercial, retail, industrial, office, residential and mixed use properties, totaling over 150 acres on multiple parcels. A large portion of real estate the City of Ramsey would like to sell is known as The COR—a 300+ acre, mixed use, transit oriented development (TOD). More information can be found at coratramsey.com/for-developers and ci.ramsey.mn.us/available_city_land.

The selected real estate firm would become the City's 'preferred real estate broker.' The exact make up of parcels listed by the City's broker may change over time, depending on demand. For example, when additional City owned land becomes available for development—or, if the City Council determines certain parcels should be taken off the market.

The City expects 100-150 acres of land to be listed with the selected real estate broker. Before a specific inventory parcels is determined (for listing), the City Council would like to work the selected real estate broker to discuss strategies.

QUALIFICATIONS

The following information is required and must accompany your proposal:

1. COVER LETTER: Indicating your interest in serving as the City's real estate agent/firm.

2. BACKGROUND: Provide general background information on your firm.

   For example, general description of your firm, number and nature of professional staff, available marketing methods, market research capabilities, ability to reach regional/national marketplace, unique services and capabilities, etc.

   The City owns a large inventory of land with a mix of available uses (i.e. multiple types of residential, retail, industrial, office, mixed-use). Please indicate your firm's ability to market property for commercial and residential users alike.

3. FEE SCHEDULE/TERM:

   Commission Fees
   The City of Ramsey is seeking a relationship in which all fees for services are paid through commission fees, at the time of closing. The City does not wish to pay regular, monthly or upfront fees.

   A. Please state your required commission fee/rate
   B. Please state your required co-broker commission fee/rate, if applicable

   Carry-Over Compensation
   The City of Ramsey is seeking a relationship in which no "carry-over" compensation is required. Meaning, when the proposed contract for real estate services is terminated, compensation fees would no longer be required.

   C. Please indicate any 'carry-over' fees your firm would require.

Contract Term

The City understands the process to sell a large inventory of land will likely take several years. It is the City's intent to develop and sustain a long-term positive relationship with the selected brokerage firm.

With the above information in mind, the City is seeking a relationship in which both parties retain flexibility in relation to the term of the proposed contract for real estate broker services—the City does NOT wish to enter into a long term contract.

D. Please indicate the minimum term contract your firm would require.
E. Please indicate any early termination contract provisions required.

Other Fees/Compensation

The City of Ramsey is seeking a relationship in which the only fees required for real estate broker services are commission fees, at the time of closing.

F. Please indicate "other" fees your firm may require for brokerage services.

NOTE: the City may call upon the selected broker for support on special projects/additional services. Additional fees for said special projects will be negotiated at that time of request. See "Scope of Services" section for greater detail—Item H.

4. CONFLICT OF INTEREST: In order to avoid a conflict of interest, or the appearance of a conflict of interest, your firm should not engage in any outside activities that are inconsistent, incompatible, or appear to conflict with your ability to exercise independent/objective judgment in the best interest of the City. Please outline all conflicts of interest that may exist for your firm in relation to providing real estate services for the City.

5. GOOD STANDING: Your firm must be in compliance with Federal, State, County and Local units of government; which specifically includes good tax payment status and good corporate registration status. Please indicate your firm's tax and corporate registration status.

SCOPE OF SERVICES

A. Work with (and advise) the City on strategies for marketing, pricing and the sale of City owned properties.

B. Develop, distribute, list, and maintain real estate marketing materials and related information.

C. Conduct basic market analysis for City owned properties available for sale.

D. Manage relationships with prospect buyers—including: responding to inquiries, showing property, answering questions for prospects, conducting negotiations, managing real estate transactions.

E. Analyze offers from potential buyers and provide recommendations to the City Council.

F. Provide regular activity updates:
   - Verbally, to the City's development team, minimum twice per month
   - In writing, to the City Council, minimum once per quarter

G. Handle all other customary real estate broker activities and services.

H. It is NOT the objective of the proposed contract to provide development management services, re-branding services, in-depth market analysis reports*, engineering services, website management, strategic/master planning or creation of advanced marketing materials*.

*beyond services ordinarily provided by real estate brokers

APPLICATION PROCESS

1. The proposal must be submitted in a sealed envelope marked "Real Estate Broker Services" to the City Clerk's office, 7550 Sunwood Drive NW, Ramsey, Minnesota 55303 on or before 3:00 p.m. on **November 27, 2013,** at which time they will be publically opened and read.

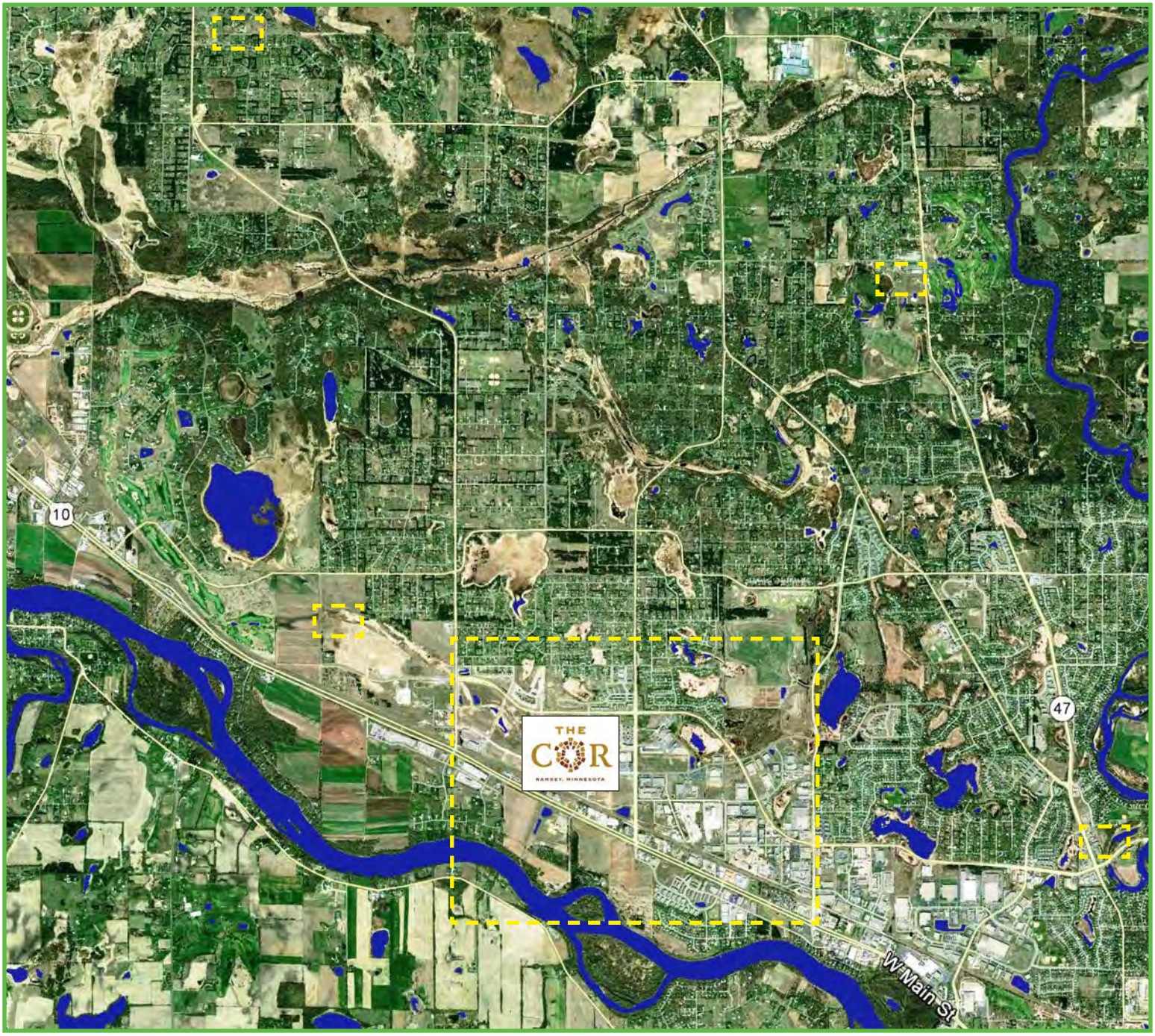
2. Proposals will be forwarded to a selection committee; and, a list of finalists will be selected for interviews. Interviews will take place on one of the following dates: **December 3, 4, or 5, 2013** (depending on schedules). A recommendation will be crafted by the selection committee and presented to the City Council for final direction.

3. All proposals, plans, and other documents submitted shall become the property of the City. Responses to this RFQ are considered public information and are subject to discovery under the Freedom of Information Act.

4. To be considered, firms must submit a complete response to the RFQ in the form requested. Firms not responding to items requested in the RFQ or indicating exceptions to such items may have their submittals rejected. Issuance of this RFQ and receipt of proposals does not commit the City of Ramsey to award a contract. The City of Ramsey reserves the right to postpone receipt date, accepting or rejecting any or all proposals received in response to this RFQ, or to negotiate with any of the brokers/firms submitting an RFQ, or to cancel all or part of this RFQ.

5. Questions: Patrick Brama, Asst. to the City Administrator, 763-433-9903, pbrama@ci.ramsey.mn.us; or, Kurt Ulrich, City Administrator, (763) 433-9845

MARKETING PROPOSAL *FOR*
70 PARCELS OF LAND IN RAMSEY, MN



for City of RAMSEY

NOVEMBER 27, 2013

CBRE

:: **Richard Palmiter**
Vice President
+1 952 924 4603

:: **Brian Pankratz**
Vice President
+1 952 924 4665

4400 West 78th Street, Suite 200
Minneapolis, MN 55435

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D. Marketing Materials Examples

E. References

Disclaimer

©2013 CBRE, Inc. THIS VALUATION ANALYSIS OR BROKER OPINION OF VALUE IS NOT AN APPRAISAL AND HAS NOT BEEN PERFORMED IN ACCORDANCE WITH THE UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE. NEITHER YOU, NOR ANY THIRD PARTIES, MAY RELY ON THIS ANALYSIS FOR ANY TAX PURPOSES, ESTATE WORK, LITIGATION, LENDING OR ANY OTHER MATTER OTHER THAN YOUR DIRECT USE IN CONNECTION WITH A CONTEMPLATED TRANSACTION.

COVER LETTER

Richard Palmiter
Vice President
Recover and Restructuring Services

CBRE, Inc.
Land Services

CBRE
4400 West 78th Street
Suite 200
Bloomington, MN 55435

+1 952 924 4600 Tel
+1 952 831 8023 Fax
www.cbre.com/lsgminneapolis

November 27, 2013

Kurt Ulrich
City Administrator
City of Ramsey
7550 Sunwood Drive NW
Ramsey, Minnesota 55303

Dear Mr. Ulrich:

CBRE is pleased to present this proposal for real estate marketing and brokerage services to the City of Ramsey.

CBRE enjoys many competitive advantages: our people, culture, unparalleled ability to deliver best-in-class solutions for clients globally and our brand. Our mission is to deliver superior results for stakeholders by collaborating across markets and service lines within CBRE; thinking innovatively, but acting practically; and always putting the client's needs first. Our many additional service lines as well as internal research and marketing departments, can be tapped into any time to offer additional perspective to unique conditions.

Our firm would provide brokerage services that include collecting property data/diligence, seeking appropriate end users, preparing and presenting sale proposals, and working through the proper entitlement processes and the officials necessary to complete the transactions.

Time and again, in unpredictable markets, the professionals of CBRE deliver superior results for clients, staying true to our values of respect, integrity, service and excellence. It is through hard work and daily commitment to quality that has made CBRE the industry leader.

If you have any questions or if you would like to further discuss, please contact:

Richard Palmiter

cc: Patrick Brama
Tim Gladhill

BACKGROUND - Services & Capabilities

GENERAL DESCRIPTION OF FIRM

CBRE Global Overview

CBRE Group, Inc. (NYSE:CBG), a publicly traded Fortune 500 and S&P 500 company headquartered in Los Angeles, is the world's largest commercial real estate services and investment firm. The company has approximately 37,000 employees, and serves real estate owners, investors and occupiers through more than 300 offices worldwide. For the third consecutive year, CBRE, Inc. was the highest-ranked commercial real estate services and investment company in Fortune's annual Most Admired Companies – a testament to the organization's strong performance and consistency in the areas of service quality, innovation, leadership and consideration of Green and LEED initiatives, and social responsibility.

Minneapolis/St. Paul Overview

CBRE began operations in the Minneapolis/St. Paul area in 1974, with over 80 licensed real estate professionals and 70 marketing and brokerage support professionals. CBRE offers strategic advice and execution for property sales and leasing; corporate services; property, facilities and project management; mortgage banking; appraisal and valuation; development services; investment management; and research and consulting. Whether it is a local, national or global assignment, CBRE applies insight, experience, intelligence and resources to help clients make informed real estate decisions.

907 EMPLOYEES

Total Volume of Business
CBRE Minneapolis/St. Paul
Consideration of all Sales and Leasing Deals
(in billions)

2010	2011	2012
$1.5B	$2.5B	$1.8B

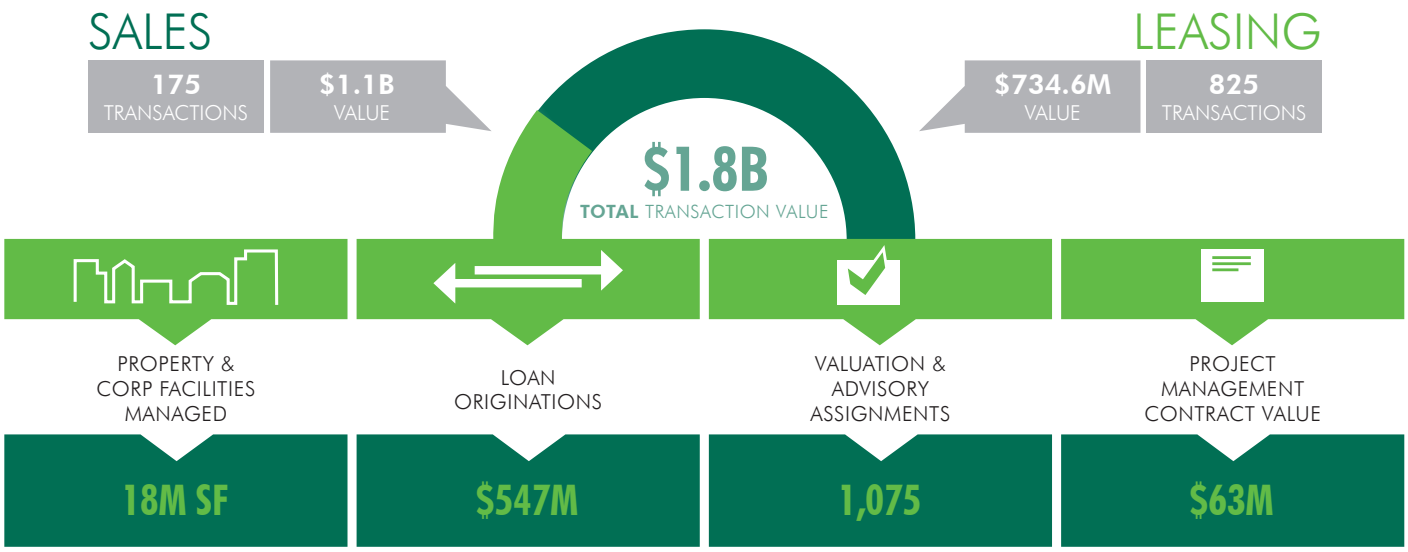
2012 MINNEAPOLIS CBRE TRANSACTIONS

26,714,301 TOTAL SF

12,867,310 SALES SF

13,346,991 LEASING SF

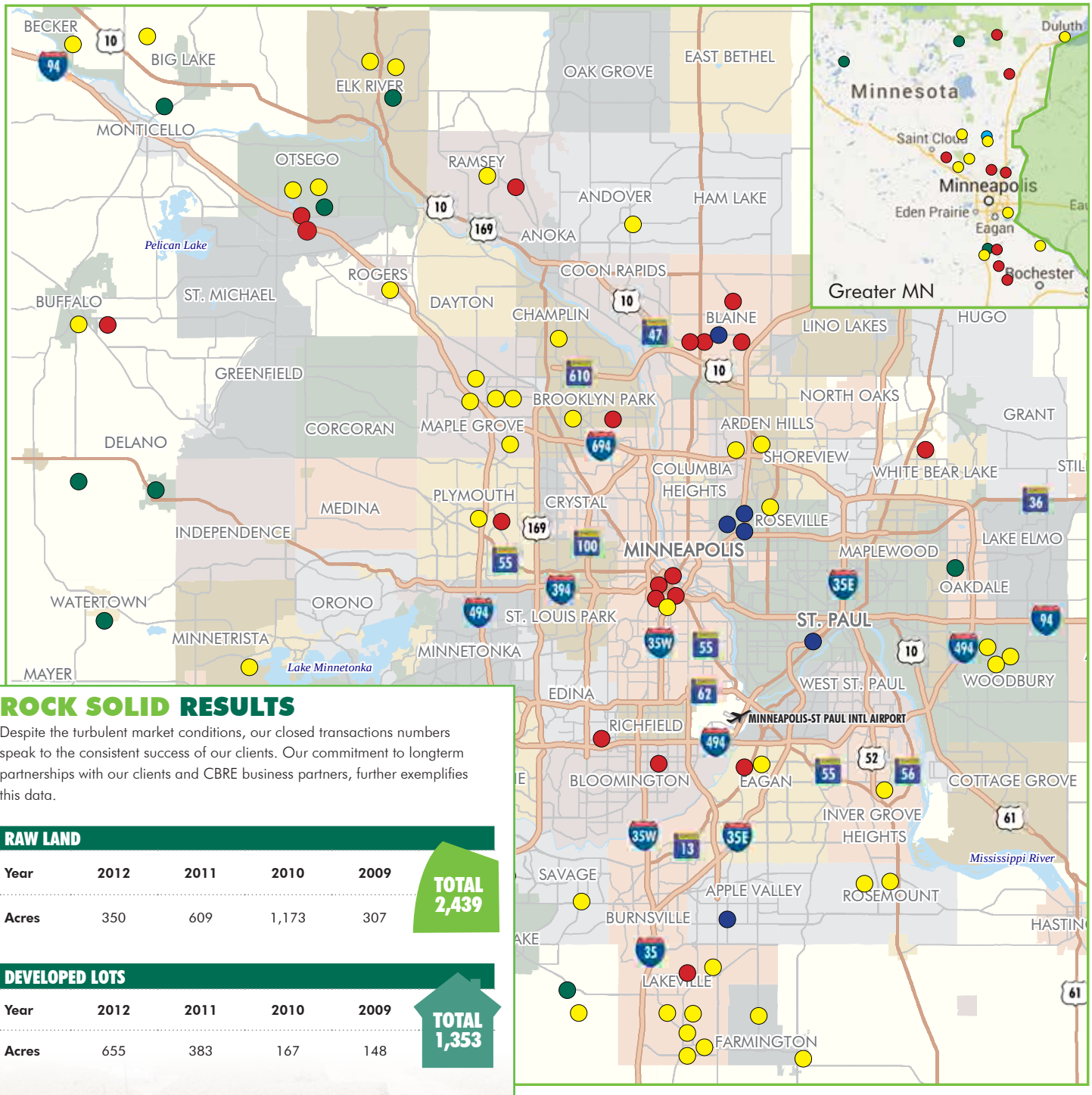
CBRE's capabilities extend broader and deeper than any other real estate services provider, offering unparalleled tools and resources, leverage, credibility, market coverage and local expertise.



BACKGROUND - Services & Capabilities

160 DEALS CLOSED SINCE 2009

LAND SERVICES GROUP TRANSACTIONS



ROCK SOLID RESULTS

Despite the turbulent market conditions, our closed transactions numbers speak to the consistent success of our clients. Our commitment to longterm partnerships with our clients and CBRE business partners, further exemplifies this data.

RAW LAND

Year	2012	2011	2010	2009
Acres	350	609	1,173	307

TOTAL 2,439

DEVELOPED LOTS

Year	2012	2011	2010	2009
Acres	655	383	167	148

TOTAL 1,353

TOTAL VALUE

Year	2012	2011	2010	2009
Value	$36.7M	$43.9M	$34.5M	$34.7M

TOTAL $149.8M

Commercial & Office
Industrial
Agricultural
Residential

BACKGROUND - Services & Capabilities - Market Research

CBRE's internal Research Group is charged with tracking the Minneapolis/St. Paul real estate market while providing superior customer service and market leading information. CBRE has invested heavily in proprietary technology, corporate partnerships, marketing and production initiatives, as well as personnel to build the most comprehensive department in the industry. Our local research team is well equipped to support the needs of clients and brokers and works in conjunction with local marketing professionals, mapping specialists, and vendors to ensure the highest quality of data and research is available.

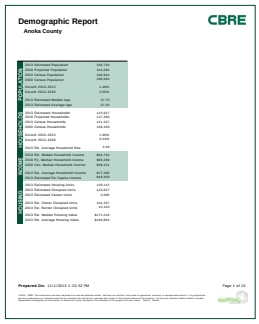
CBRE LOCATION ANALYTICS & MAPPING



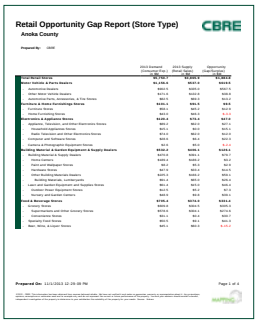
CBRE's internal resource providing mapping services across all business lines. In addition to custom maps, we maintain proprietary online mapping and demographic data applications which are available to U.S. CBRE employees.

CBRE MAPPING & DEMOGRAPHIC CAPABILITIES

- Demographics
- Drive time
- Amenities/competition
- Employee location
- Advanced site location analysis
- National/international
- Market share
- Gap Analysis



Full demographic report highlights population, household, income, age, ethnicity, and more...



Shows total retail sales (supply) along with total retail expenditures (demand), where then the retail trade gap can be derived.

BACKGROUND - Services & Capabilities - Case Studies

The following case studies provide a concise description of relevant work experience including project description, cost, length of time involved and specific responsibilities.



Eagan Outlets

Challenge
CBRE The CBRE Land Services Group was asked to represent Paragon Outlet Partners in search of a feasible site for a new commercial outlet mall in the Twin Cities area. The parameters of this task included a high visibility location with good accessibility, a significant amount of acreage, and the desire to be located close to the 494/694 interstate loop.

Solutions
In reviewing the sites throughout the Twin Cities with the CBRE team, Paragon focused on the Eagan property as its preferred location due its proximity to Mall of America, strength of the demographics, and visibility to Highway 77 and 13. Paragon used CBRE to assist in coordinating the right legal, engineering, and political consultants to help move the City entitlements through the process.

Results
Paragon Outlets successfully closed on the property in April 2013 and will start the ground up development of the 440,000 square foot outlet mall this summer. The uniqueness of this site so close to the core of the Twin Cities including the Mall of America, with the outstanding architectural design and inviting spaces will play a key role in creating an attractive, new destination.

Quick Facts:
- 29 acre, ground up development off Highways 77 and 13
- 40,000 SF outlet mall – 100 stores
- Future home of Saks Fifth Avenue OFF 5th
- Former Cedarvale shopping mall



Interlaken

Challenge
CBRE Land Services Group was hired by two financial institutions to market and sell vacant developed single-family residential lots in the Interlaken neighborhood in Waconia, MN. In order to market the lots, development issues with the City needed to be resolved.

Solutions
Working with our clients, CBRE negotiated with the City an amendment to the development agreement allowing for completion of the remaining sited development work.

Results
By eliminating outstanding issues, CBRE was able to market the properties to interested parties, narrowing down to a single buyer.

Quick Facts:
- 47 Lots total
- 2 separate owners



Ford

Challenge
The CBRE Land Services Team was engaged by the Ford Motor Company to prepare a Broker's Opinion of Value for the Twin Cities Plant located in St. Paul, Minnesota. The property consisted of an active truck assembly plant and hydroelectric power plant. The assembly plant dates back to 1923, with many additions and modifications made over the years.

Results
CBRE has been retained by Ford to market the property.

Quick Facts:
- Industrial redevelopment project
- Consulting scope of work
- 125 acres
- Completion: 01/08



Tullamore

Challenge
CBRE Land Services Group was engaged by a large national financial institution to value a vacant 81-acre site in Lakeville and was ultimately selected to market the property for sale.

Solutions
The team worked with the seller to create value by renewing existing entitlements for 149 single-family lots and exposing the site to the market, creating over seven offers, including several national homebuilders.

Results
CBRE and the seller worked together to identify the best buyer based on timing and ability to close. Lennar Homes was ultimately selected and closed in June 2012.

Quick Facts:
- Entitled 81-acre site for 149 single-family lots
- Sold in June 2012

BACKGROUND - Services & Capabilities - Case Studies



Rottlund Portfolio

Quick Facts:
- 10 foreclosed developments located in different cities
- 9 developments sold by year end
- Sales prices exceeded those set by the receiver

Challenge

In December 2011 CBRE Land Services Group was contacted by a receiver working on behalf of three large financial institutions that were in the process of foreclosing on Rottlund Homes, which had 10 developments in different stages of development. Within weeks of being contacted, the team had toured, valued and presented a detailed marketing package to the receiver. Part of the challenge was to bring the seller up to date on current market conditions.

Solutions

In reviewing and understanding each development during the pitch process, CBRE, when selected as representative for the portfolio, was able to bring the assets to market quickly in March 2012. The ten developments were marketed individually and as a portfolio to investors, builders and developers.

Results

CBRE was able to sell nine of the ten developments as instructed by year end 2012, with the remaining asset closing in first quarter of 2013. The final sales prices exceeded the pricing set by the receiver.

Community Name	City	Size
Wildflower Meadows	Otsego	2 acres, MF
The Reserve	Plymouth	5.49 acres
Victor Gardens	Hugo	7 acres
The Lakes	Blaine	39 developed townhome lots
Arbor Crest	Inver Grove Heights	5.79 acres
Ridgewood	Savage	12 developed townhome lots
Inspiration	Bayport	17 SF lots
High Grove	Maple Grove	29 SF lots, 23.43 acres of high density
Harmony	Rosemount	19 SF lots; 59 developed MF lots; 108 undeveloped MF lots
Club West	Blaine	28 undeveloped townhome lots



222 Hennepin

Quick Facts:
- Full city block in Minneapolis CBD
- Strong interest from developers and users
- Future home of Whole Foods and 286 luxury apartments

Challenge

The CBRE Land Services Group was engaged by one of the world's largest financial institutions in July 2010 to market and sell a full city block in the Minneapolis CBD. The property had some stigma as a failed high rise condo development but in creating a new story about the site CBRE was able to create demand for the property. One part of this was identifying the market conditions improving for market rate apartments in the Twin Cities. CBRE was able to attract a lot of attention for redevelopment in a time period where new construction was out of the question.

Solutions

The CBRE Land Services Team created a wide reaching marketing approach to apartment developers, retail developers, office users, municipal users, brokers, and investors. In exposing the property from Day 1, CBRE attracted the attention of multiple developers and users who conducted over 25 property tours that attracted 10 Letters of Intent.

Results

In marketing the property and working with the seller to determine the most capable buyer CBRE helped to identify Ryan Companies and their partners as the most likely buyer to perform within the identified time lines. Ryan Companies successfully closed on the property in February 2012 and will redevelop the site into a 38,000 SF Whole Foods and 286 luxury apartments.

BACKGROUND - Key Personnel

Key Personnel: Minneapolis Land Services Group



Richard Palmiter - Vice President

Richard Palmiter provides extensive knowledge of local market conditions, competitive land parcels, and the regulatory environment to assist land owners in developing a strategy for maximizing the value of their real estate holdings. With more than 30 years of experience in real estate brokerage, development and finance, Richard provides strategic commercial real estate services for property owners and developers in the industrial, retail, office and residential sectors. In addition to private sector work, Richard has also managed assets and the disposition of real estate portfolios for the FDIC. Since 2009, Richard has facilitated land transactions totaling over 2,600 acres valued at $116,000,000, which includes the sale of land for industrial, residential, retail and hospitality companies.



Brian Pankratz - Vice President

Brian Pankratz serves as a Vice President in with CBRE's Bloomington office, and has more than 15 years of commercial real estate experience, and for the past 8 years has worked in CBRE's Land Services Group. Brian specializes in land sales, site selection, redevelopment and large acreage land assemblage. During the past four years, Brian has sold nearly 1,400 lots with his current listings totaling over 1,000 acres of future development potential. Over the course of his career, Brian has been involved in leasing and sales of more than 2.5 million square feet of industrial buildings.



Krista Flemming - Associate

Krista has 17 years of real estate experience serving in many professional capacities including Planner for the City of Eden Prairie, Land Development and Acquisition Manager for a national homebuilder, Vice President of Land Development for a national developer, and owner/manager of her own commercial property. Krista has extensive collaboration experience with private and public organizations, including financing entities, municipalities, County and State Departments of Transportation, local environmental regulatory groups, and local and national planning, marketing and public relations firms.

Key Personnel: Minneapolis Retail Services Group



David Daly - Vice President

David Daly is a Vice President specializing in retail properties with CBRE Minneapolis/St. Paul. Focusing exclusively on occupier representation and institutional landlord leasing, David has established himself as an expert among several national and regional retailers. As an active member in the community along with his broad network of business resources, David is able to provide quality service, extensive experience and local market knowledge to each of his clients.

Key Personnel: Minneapolis Industrial Services Group



Dan Swartz - First Vice President

Since starting his career with the Shelard Group in 1995, Dan has specialized in industrial properties and land in the north and west suburban areas. His expertise includes the acquisition and disposition of facilities, securing quality tenants for institutional grade properties and the buying and selling of land. During his career, Dan has leased and sold more than 10 million square feet of property with a total consideration of more than $350,000,000.

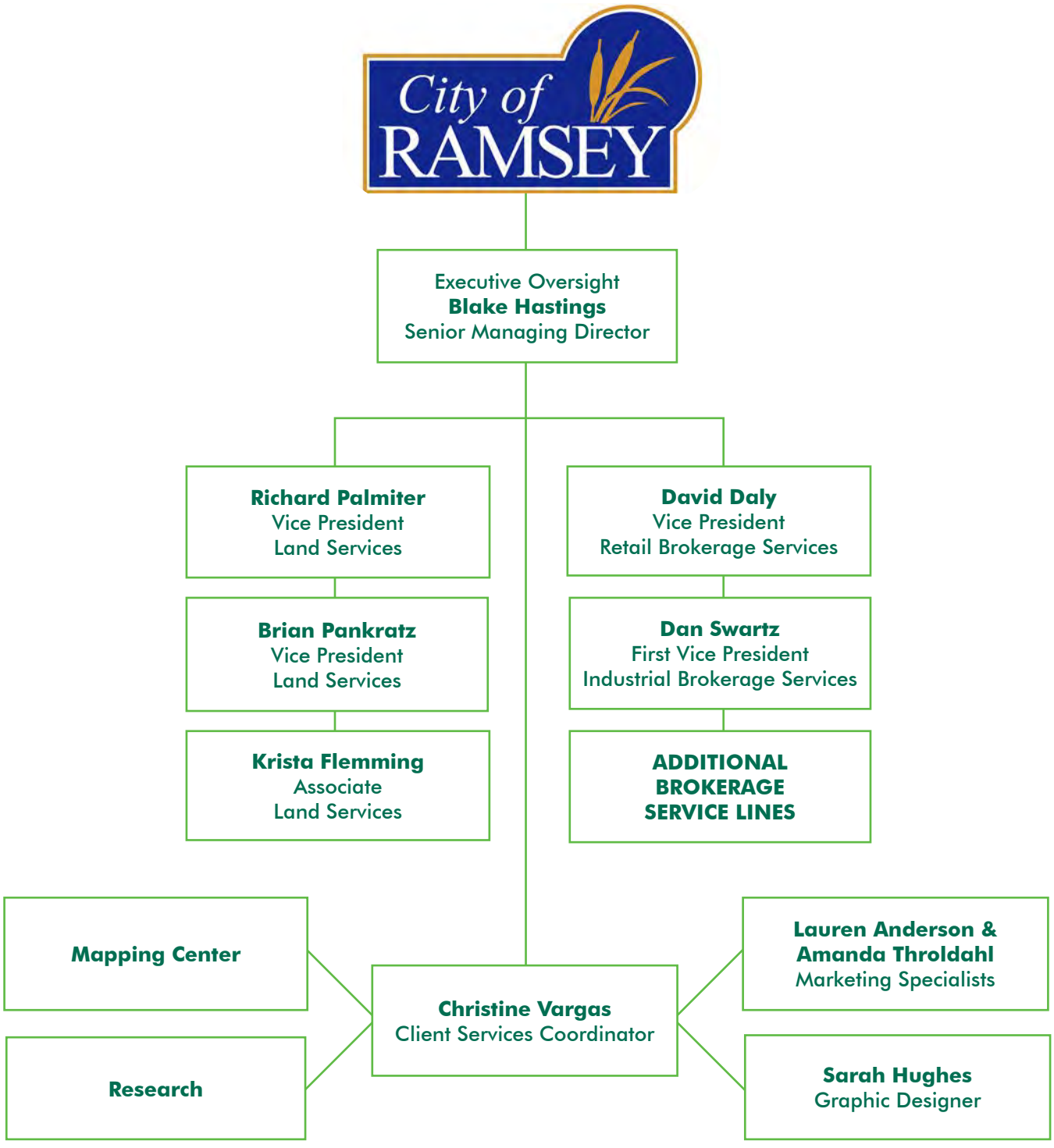
Key Personnel: Minneapolis Managing Director



Blake Hastings - Managing Director

As the Managing Director for CBRE Minneapolis, Blake Hastings oversees more than 150 real estate professionals in Minnesota. He is responsible for the successful integration of multiple business disciplines and leveraging the varied expertise of CBRE professionals in the Bloomington and Downtown Minneapolis offices. In addition to ensuring that clients seize opportunities to make well-informed business decisions, Blake oversees new business development, client relations and related services.

BACKGROUND - Key Personnel



BACKGROUND - Marketing Methods

PROPOSED TARGET MARKET

To avoid a "shopped" attribute, optimize the price and create a sense of demand, it is our intent to expose the property's availability and disseminate any information through our buyer registration process. The primary marketing strategy is to systematically market the property to the most comprehensive, qualified target markets and sell the property for the highest possible price in the shortest amount of time. With the help of CBRE's extensive list of over 20,000 investors, developers and users, our team will be able to market to a wide variety of potential buyers from across the country.

Types of companies/businesses that may be interested in the properties:

- Retail (to name a few)
  - Fast Food
  - Convenience Store
  - Day Care
  - Big Box
  - Clothing
  - Service
  - Business
  - Banks
- Office/Medical Office
  - Attorneys
  - Dentists, Doctors, Clinics, etc.
- Industrial
  - Manufacturing
  - Distribution
  - Rental Equipment
- Developers
  - Retail/Mixed Use
  - Office/Medical
  - Industrial
  - Residential (for Sale/Rental)
- Investors
- Educational Groups
- Government Groups

LOCAL MARKET CONTACTS

The team of Brian Pankratz, Richard Palmiter, Krista Flemming, David Daly and Dan Swartz, along with our support group, have constructed the most comprehensive and market focused database available. We're continuously updating our database with the most current information possible.

THE CBRE SALES FORCE

In addition to the general brokerage community, this information will be presented to the full CBRE local sales staff. This includes over eighty (80) professionals whose expertise varies from industrial, office, retail, and investment, to corporate services. CBRE has thorough market coverage of the entire Twin Cities area.

PROSPECTING/DIRECT MARKETING

The marketing team will widely market the subject projects. We use a wide-reaching marketing campaign to identify a variety of prospective users that will include housing, commercial, office, retail, medical, industrial, community/civic uses, etc. Personal visits and/or follow up telephone calls to prospects identified will occur throughout the marketing period.

NETWORKING

We are active participants in a number of local professional organizations providing us with a referral network throughout the Twin Cities market. These networking opportunities will provide your properties with additional exposure to individuals and organizations that may have an interest.

SIGNAGE (OPTIONAL)

CBRE signage will be placed in accordance with local sign ordinances on all properties.
Our signage and our colors are recognized throughout the Twin Cities area and all across the world.

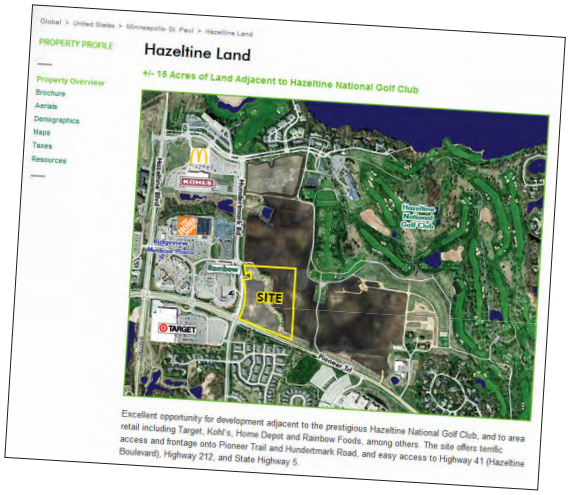


BACKGROUND - Marketing Methods

CO-OP BROKERAGE

The marketing team will encourage co-op broker activity and keep the properties in front of the brokerage community through mailings, e-mail, telephone calls, MNCAR (Minnesota Commercial Association of Realtors), property websites and all other means we have available, such as LoopNet and CoStar.

CBRE	www.cbre.com	CBRE has long been recognized for success and leadership in the commercial real estate services marketplace. We have led the industry in establishing a global footprint and offering a full spectrum of services, and we continue to lead in superior client service, volume of business activity, financial performance and many other measures.
MNCAR Minnesota Commercial Association of REALTORS®	www.mncar.org	MNCAR is the Minnesota Association for Commercial Real Estate professionals. We strive to help our members succeed.
LoopNet	www.loopnet.com	LoopNet, Inc., a leading information services provider to the commercial real estate industry, delivers a comprehensive suite of products and services to meet the national and local needs of commercial real estate firms, organizations and professionals.
CoStar GROUP Real Estate Information	www.costar.com	CoStar Group, Inc., is the number one provider of commercial real estate research and information services for property investors and sales professionals in the United States and United Kingdom – covering more than 34 billion square feet of commercial property, including over 5 billion square feet of space for lease.



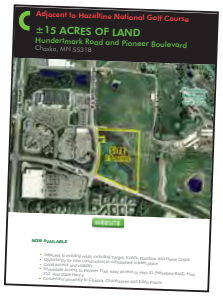
BROCHURES

Our marketing team will prepare full-color 8-1/2 x 11" brochure, which will be forwarded to prospective users and brokers on an as-needed basis. They will outline the key strengths of each property and will include an aerial photograph, location map, floor plan (if necessary), site plan, and other pertinent details.



BROADCAST EMAIL TO BROKERS

E-mail has made it much easier to contact up to 1,500 brokers on a monthly basis, with PDF files attached with all the pertinent information. This ensures that we have a "marketing touch" to the brokerage community with a frequency that keeps each property's availability fresh in the minds of active brokers.



MONTHLY UPDATES

The marketing team will provide a monthly marketing update of new prospects, marketing activities, and status updates on existing prospects. In addition, we will make contact via phone calls and emails, updating on any interested prospects.

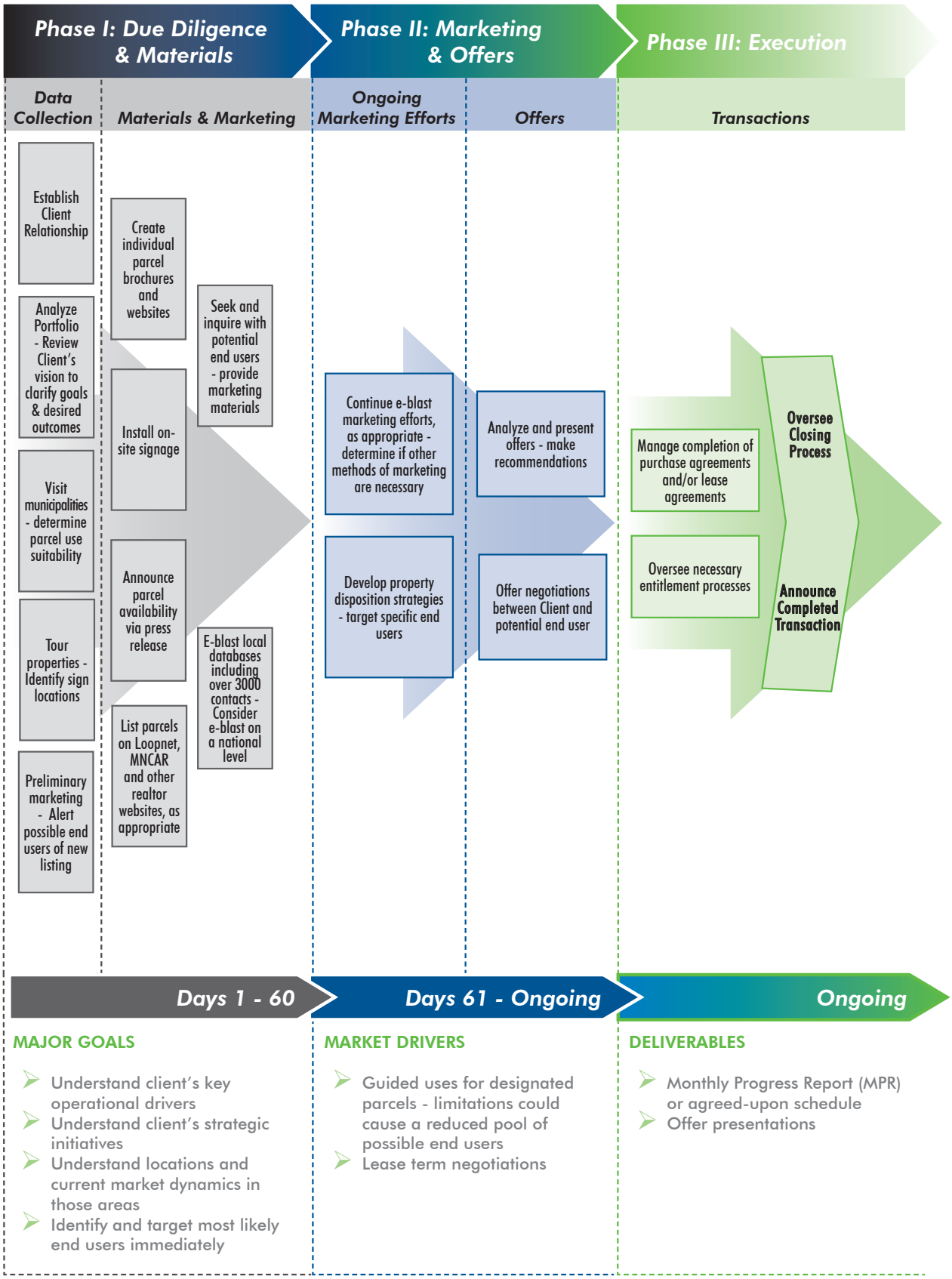
Tasks/Status		Deadline	Completed
1	List data on Loopnet, Costar, MNCAR, CBRE's Internal HUB		
2	Install Onsite Signage		
3	Brochure		
4	E-Marketing (Campaign Logic Program) - Local LSG and CBRE databases		
5	Analyze Campaign Logic Report		
6	Update Brochure		
7			
8			
9	Ongoing Inquiry/Lead Follow Up		

Inquires/Leads	Contact	User/Company	Date	Comments
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Comments Regarding Activity/Market	Comments	Date
1		
2		
3		
4		

Once selected, it is important to meet with the key stakeholders that include City staff to fully understand the details of the properties. Final property pricing is determined after a careful analysis of the proposed and existing land uses, the City's development expectations and utility service availability, future assessments, the actual developable acreage once wetlands or slopes are considered, and the area market conditions. We will work diligently and immediately to make a final pricing recommendation, and begin the marketing process.

BACKGROUND - Marketing Process



FEE SCHEDULE

Commission Fees		
Direct Sale:		5% of the sale price
Co-Brokered:		7% of the sale price
	Listing Side:	3.5% of the sale price
	Buyer's Agent:	3.5% of the sale price

Minimum fee for industrial land will be based on $2.00/SF

Minimum fee for residential land parcels will be $5,000 to CBRE.

1. Comprehensive Marketing Package

   A comprehensive marketing package including color photos, brochures, website, aerial photos, floor plans, etc.

   Budget……$5,000.00 - $6,000.00

2. Property Signs

   Budget……$8,000.00

Total Recommended Marketing Budget: $13,000.00-$14,000.00*

**CBRE covers 100% of all marketing costs, with no out-of-pocket expenses to the City for standard marketing.*

LISTING AGREEMENT: The Listing Agreement will be for three years, with the option to cancel after Year 1 with a 90-day written notice by either party.

CARRY OVER: Per State of Minnesota law, CBRE would provide a protective list of prospects within 72 hours of Listing termination.

OTHER FEES/COMPENSATION: CBRE is available on an hourly fee basis for projects outside the scope of this Proposal.

CONFLICT OF INTEREST

We are unaware of any local, regional or national conflicts of interest that CBRE may have regarding the scope of Real Estate Marketing and Brokerage Services as outlined in this Request for Proposal.

Since CBRE is the leading commercial real estate services company in many of our regional coverage areas and local marketplaces, situations where the firm has perceived conflicts of interest are not unusual. As a benefit, this often means that CBRE has unequaled access to market information that our competitors do not.

To ensure that any potential conflict situations are addressed up front and managed properly, CBRE adheres to numerous internal guidelines, policies, and procedures, the details of which are provided below.

- In the case of a potential dual agency (whether it is the local implementing professional who represents the Client, or another CBRE professional who represents the owner or sublessor), the situation is immediately disclosed by the Account Team. The Client can then decide how best to manage the situation with the Account Team up to and including substituting particular team members on assignments.

- Our written corporate policy dictates that members of every project team must have no communications, direct or indirect, with members of any outside team on any matter that would or might compromise the confidentiality of the client relationship or any private or proprietary information and documents.

- Document production, circulation, and storage will be segregated and restricted to the team producing the material. Appropriate instructions to staff are already in place and are periodically reinforced.

- Access to computer programs and databases is already restricted appropriately with individual security codes.

- As a company policy, neither CBRE nor its employees owns real estate that would put it in a position of potential conflict of interest with its clients.

- CBRE will execute and deliver a confidentiality agreement and, if requested, the agreement will be countersigned by each individual member of the account team.

This methodology has permitted CBRE to complete tens of thousands of transactions annually for our clients, as both tenant and landlord representatives, while successfully managing potential conflicts on all corporate accounts.

GOOD STANDING

Office of the Minnesota Secretary of State
Certificate of Good Standing

I, Mark Ritchie, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name:	CBRE, Inc.
Date Filed:	06/05/1980
File Number:	20129
Minnesota Statutes, Chapter:	303
Home Jurisdiction:	Delaware
This certificate has been issued on:	11/05/2012

THE GREAT SEAL OF THE STATE OF MINNESOTA
L'ETOILE DU NORD
1858

Mark Ritchie

Mark Ritchie
Secretary of State
State of Minnesota

CBRE Group, Inc.

Tax ID number: 95-2743174

SCOPE OF SERVICES

The successful firm shall agree to contract with the City of Ramsey to provide the following:

Develop strategies for sale of designated City-owned properties (such as conducting a study of comparable properties)

CBRE will work with City Council and Staff on all marketing materials and the pricing of the individual parcels to achieve the highest quality and value.

Develop marketing materials (electronic and/or hard copy) to advertise sites for sale, distribute the materials to potential buyers via the appropriate form(s) of media and report results to the City of Ramsey on an agreed upon frequency.

As shown in the Marketing Methods pages 10 - 13, CBRE will market the property in the highest quality, with up-to-date information.

Advise the City of Ramsey related to strategies to promote and sell the designated sites. Public presentations may be required.

CBRE will work with City Staff to create a market analysis including analytics, mapping, demographics, gap analysis, etc., from our internal resources. We will also use CBRE Research for quarterly market updates and other third-party resources.

Participate in site tours of City of Ramsey-owned property that is for sale for potential buyers.

CBRE will provide prospective buyers all known information and work with City Staff throughout the selling process.

Analyze offers from potential buyers and advise the City of Ramsey with respect to negotiations.

CBRE will provide market knowledge to subject offers including any pricing or terms.

Represent the City of Ramsey in negotiations with a prospective buyer from the time of offer until closing.

CBRE will provide monthly written updates to City Council and Staff. In addition, CBRE will coordinate bi-weekly calls with the primary City contact. CBRE will notify the City of offers in writing immediately upon receipt of such.

Coordinate real estate transaction closings.

CBRE will handle all customary real estate broker activities and services.

Handle all other customary activities and services associated with real estate transactions.

CBRE will work within the scope of the contract unless specifically asked by the City, in writing, to do so for additional service.

APPENDIX

TEAM RESUMES - LAND SERVICES GROUP



RICHARD PALMITER
Vice President
Recovery and Restructuring Services
Land Services
T: 952.924.4603
F: 952.831.8023
richard.palmiter@cbre.com

CLIENTS REPRESENTED

- Alerus Financial
- Assured Financial
- Bank of America/US Trust
- Bremer Bank
- Centex
- Chrysler LLC
- Citizens Bank
- DR Horton
- Duke Realty
- FDIC
- Ford Motor Co.
- HSBC
- Individual Land Owners
- K. Hovnanian
- Klein Bank
- Kraft Foods North America, Inc.
- Lakeland Financial
- Lennar
- Lyman Lumber
- M&I Bank
- Mattamy Homes
- Meritex Enterprises
- Minnwest Bank
- Pulte Homes
- Ryan Companies
- Shelard Group
- SPENSA Development
- SuperValu
- Trimont Asset Mgmt.
- US Bank Trust
- Wells Fargo

PROFESSIONAL EXPERIENCE

Richard Palmiter is a Vice President serving the Minneapolis – St. Paul Metropolitan area at CBRE. Currently, he represents banks, investors, developers, and landowners in their sale/purchase of special assets and REO (Real Estate Owned) assets.

Mr. Palmiter provides leadership for the following business lines:

- **Brokerage Services**: Provides strategic, integrated and comprehensive commercial real estate services for property owners and industries in the office, industrial, residential, and retail sectors.
- **Land Services**: Provide extensive knowledge of local market conditions, competitive land parcels, and the regulatory environment to assist land owners and developers in forming a strategy for maximizing the value of their real estate holdings.

Mr. Palmiter has more than 20 years of experience in real estate and finance. During the past two years, he has successfully facilitated transactions with the FDIC, national and regional banks, national builders, investors seeking sound investment opportunities, and companies that are downsizing and parting with multiple locations.

Before joining CBRE, Mr. Palmiter's experience included the management and disposition of bank-owned, non-performing real estate assets in the Minneapolis, MN and St. Louis, MO areas. He has also managed portfolio-owned, real estate for the FDIC. More recently, he held positions as VP of Acquisition and Development for both regional and national builders. These positions established many professional connections with both the regulatory entities and private companies, which is vital to the successful disposition of distressed properties.

Minnesota LSG Transaction Summary			
Year	**Total Acres**	**Total Lots**	**Value**
2012	348.9	655	$ 36,674,000
2011	609	383	$ 43,944,000
2010	1173.2	167	$ 34,517,000
2009	306.5	148	$ 34,690,000
TOTALS	**2437.6**	**1353**	**$ 149,825,000**

SIGNIFICANT TRANSACTIONS IN 2012		
Client	**Location**	**Description**
HSBC	Minneapolis, MN	Former Jaguar Dealership on 2.44 ac - Redevelopment project into apartment complex above Whole Foods store
Investor/Developer	Woodbury, MN	90 single family lots in Dancing Waters
Wells Fargo	Lakeville, MN	81 acres platted for 149 single family lots
Hearthstone Financial	Various - Metro	Listed and Sold portions of 10 land assets in the former Rottlund Homes Portfolio
Aggregate Industries & Hearthstone Financial	Maple Grove, MN	Facilitated deal amongst 2 property owners and city approvals for new concept plan of 206 Units on 32 acres in the High Grove

CREDENTIALS

Professional Affiliations / Accreditations

- Sensible Land Use Coalition
- Twin Cities Builder's Association
- Developers Council of the Twin Cities
- Minnesota Commercial Association of Real Estate (MNCAR)
- Minnesota Real Estate Broker

EDUCATION

Masters of Science in Building Design &
Construction from Kansas State College

TEAM RESUMES - LAND SERVICES GROUP



BRIAN PANKRATZ
Vice President
T: 952.924.4665
F: 952.831.8023
brian.pankratz@cbre.com

CLIENTS REPRESENTED (Partial List)

- Alerus Financial
- Bank of America/US Trust
- Bremer Bank
- Centex
- Chrysler LLC
- Citizens Bank
- DR Horton
- Duke Realty
- FDIC
- Ford Motor Co.
- HSBC
- Individual Land Owners
- K. Hovnanian
- Klein Bank
- Kraft Foods North America, Inc.
- Lakeland Financial
- Lennar
- Lyman Lumber
- M&I Bank
- Mattamy Homes
- Meritex Enterprises
- Minnwest Bank
- Pulte Homes
- Ryan Companies
- Shelard Group
- SPENSA Development
- SuperValu
- Trimont Asset Mgmt.
- US Bank & US Bank Trust
- Wells Fargo

PROFESSIONAL EXPERIENCE

Brian Pankratz is a Vice President with CBRE and specializes in land sales, site selection, redevelopment and large acreage land assemblage. Current listings include over 2,000 acres with future development potential of over $1 Billion. The Minneapolis Land Services Group is part of a nationwide network of experienced professionals focusing exclusively on land transactions. Our mission is to accelerate the success of our clients through superior market knowledge, industry-leading technology and a global real estate perspective.

Before joining CBRE, Brian worked at Colliers International in Las Vegas, Nevada from 1999-2005, where he was involved in transactions totaling more than $475 Million including over 2,000,000 square feet of industrial space and 3,000 acres of land.

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CREDENTIALS

Professional Affiliations / Accreditations

- Minnesota Commercial Association of Realtors (MNCAR)
- Licensed Real Estate Salesperson in Minnesota, Wisconsin and Nevada
- Urban Land Institute (ULI)
- International Council of Shopping Centers (ICSC)

EDUCATION

Bachelor of Science degree in Business Administration from the University of Colorado, Boulder

TEAM RESUMES - LAND SERVICES GROUP



KRISTA FLEMMING
Associate
T: 952.924.4826
F: 952.831.8023
krista.flemming@cbre.com

CLIENTS REPRESENTED

- Alerus Financial
- Assured Financial
- Bank of America/US Trust
- Bremer Bank
- Centex
- Chrysler LLC
- Citizens Bank
- DR Horton
- Duke Realty
- FDIC
- Ford Motor Co.
- HSBC
- Individual Land Owners
- K. Hovnanian
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- Kraft Foods North America, Inc.
- Lakeland Financial
- Lennar
- Lyman Lumber
- M&I Bank
- Mattamy Homes
- Meritex Enterprises
- Minnwest Bank
- Pulte Homes
- Ryan Companies
- Shelard Group
- SPENSA Development
- SuperValu
- Trimont Asset Mgmt.
- US Bank Trust
- Wells Fargo

PROFESSIONAL EXPERIENCE

Before joining CBRE, Ms. Flemming worked for Newland Communities, Midwest Division, as Vice President of Operations. There she managed two land asset partnerships with portfolios totaling over 3000 acres.

Her development work involved extensive collaboration between private and public organizations including Newland's financing entities, CalPERS and IHP, many municipalities, County and State Departments of Transportation, local environmental regulatory groups, Canadian Pacific Railroad, and Northern Natural Gas to list a few. The management and use of an international planning firm, national marketing and public relations group, and alternative energy organizations were among the many resources also involved.

Ms. Flemming held previous positions as a city planning professional and as land development and acquisition manager for a national builder.

RESPONSIBILITIES

Krista Flemming is an Associate for the Minnesota Land Services Group. She works with the CBRE team to produce successful marketing campaigns for new and potential listings. Ms. Flemming ensures that properties are represented accurately, clients receive monthly listing updates, and resources are available to potential buyers.

Since 1996, Ms. Flemming worked in both the public and private sides of the real estate industry. She has served in many capacities including city planning and public politics, comprehensive plan interpretation, land acquisition and development, homeowner association establishment, and asset management. Her ability to assess, analyze and collaborate provide continuity essential for our clients and the CBRE team.

Minnesota LSG Transaction Summary			
Year	Total Acres	Total Lots	Value
2012	348.9	655	$ 36,674,000
2011	609	383	$ 43,944,000
2010	1173.2	167	$ 34,517,000
2009	306.5	148	$ 34,690,000
TOTALS	**2437.6**	**1353**	**$ 149,825,000**

CREDENTIALS

Professional Affiliations / Accreditations

Minnesota Real Estate Agent

EDUCATION

Bachelor of Arts , Urban Studies; minor in Public Administration, St. Cloud State University in 1996

TEAM RESUMES - RETAIL SERVICES

PROFESSIONAL PROFILE



DAVID DALY
Vice President
P: +1 612 336 4319
C: +1 612 201 9398
F:+1 952 831 8023
david.daly@cbre.com

CLIENTS REPRESENTED

- Aldi
- Eddington's Soup & Salad
- Mathnasium
- Pacific Dental
- Denny's
- Regency Centers

David Daly is a Vice President specializing in retail properties with CBRE Minneapolis/St. Paul. Focusing exclusively on occupier representation and institutional landlord leasing, David has established himself as an expert among several national and regional retailers. As an active member in the community along with his broad network of business resources, David is able to provide quality service, extensive experience and local market knowledge to each of his clients.

Prior to joining CBRE, David was with Cushman & Wakefield/ NorthMarq for seven years. He was highly regarded as an industry leader and professional, and as a result he earned NorthMarq's 2010 Rising Star Award.

PROFESSIONAL AFFILIATIONS / ACCREDITATIONS

- Minnesota Commercial Association of Real Estate (MNCAR)
- Minnesota Shopping Center Association (MSCA)
- International Council of Shopping Centers (ICSC)

EDUCATION

University of St. Thomas, B.A. Business Management

TEAM RESUMES - INDUSTRIAL SERVICES

PROFESSIONAL PROFILE



DAN SWARTZ
First Vice President
T: 952.924.4652
F: 952.831.8032
C: 612.419.5950
dan.swartz@cbre.com

CLIENTS REPRESENTED (PARTIAL LIST)

- AMB Property L.P.
- American Realty Advisors (ARA)
- BMG Music Group
- ConAgra
- CSM Corporation
- Duke Realty
- First Industrial Realty Trust
- GE Capital
- INVESCO
- Marfield, Belgarde & Yaffee Companies (MBY)
- Menasha Corporation
- Morgan Stanley
- Opus Corporation
- Pittsburgh Paints (PPG)
- Principal Life Insurance Company
- Schwan's
- Sears Home Improvements
- TIAA-CREF
- U.S. Bank
- Weyerhaeuser

Since starting his career with the Shelard Group in 1995, Dan has specialized in industrial properties and land in the north and west suburban areas. His expertise includes the acquisition and disposition of facilities, securing quality tenants for institutional grade properties and the buying and selling of land. During his career, Dan has leased and sold more than 10 million square feet of property with a total consideration of more than $350,000,000.

SIGNIFICANT ASSIGNMENTS (PARTIAL LIST)

Property	Square Feet
Blaine Crossing I-III	143,000 sf
Crosstown North Business Center	226,000 sf
Louisiana Distribution Center	196,000 sf
Interstate North Distribution Center	170,000 sf
New Hope Distribution Center	252,600 sf
Northland Park Business Center III & V	182,000 sf
River Road Distribution Center	100,000 sf
Winnetka Corporate Center	268,000 sf
Otter Creek Crossings	141 Acres
Rocheford Family Land	56 Acres
Gateway North Business Center	160 Acres

CREDENTIALS

PROFESSIONAL AFFILIATIONS / ACCREDITATIONS

- Member of the Minnesota Commercial Association of Real Estate (MNCAR)
- Member of Minnesota Association of Realtors Professional Standards Committee

EDUCATION

- Mr. Swartz earned a Bachelor of Arts degree in Speech Communication from the University of Minnesota.

ACHIEVEMENTS

- One of the Top 6 brokers in the Minneapolis office
- Chairman's Club Member
- Millenium Club Member
- Rookie of the Year
- Exploration Award Winner – Client Service
- Exploration Award Winner – Team Work

TEAM RESUMES - MANAGING DIRECTOR

PROFESSIONAL PROFILE



BLAKE HASTINGS
Managing Director

T: 952.924.4638
F: 952.831.8023
blake.hastings@cbre.com

PROFESSIONAL EXPERIENCE

As the Managing Director for CBRE Minneapolis, Blake Hastings oversees more than 150 real estate professionals in Minnesota. He is responsible for the successful integration of multiple business disciplines and leveraging the varied expertise of CBRE professionals in the Bloomington and Downtown Minneapolis offices. In addition to ensuring that clients seize opportunities to make well-informed business decisions, Blake oversees new business development, client relations and related services.

Prior to joining CBRE, Blake was Senior Vice President of the Office Service Division at Grubb & Ellis and Cassidy Turley in Phoenix, AZ. During 2010, Blake played an integral role when the Phoenix Grubb & Ellis franchise integrated into the newly formed Cassidy Turley. Selected as a member of the Office Leadership Council and The Institutional Leasing Practice Group, he was charged with the formation of many of Cassidy Turley's national brokerage strategies and integration of the company's national platforms with local markets' best practices.

During his 10 years as a brokerage producer, Blake completed over 800 transactions with an aggregate value of $800 million, leasing over 6 million square feet, 2 million square feet of building sales and over 250 acres of land sales. Blake has represented a diverse group of clients during his career, such as Opus Corporation, Ryan Companies and The Alter Group; Institutional clients including Principal Financial, Clarion Partners, Artis REIT, Blackrock, New York Life, LNR, CW Capital, A&B Properties and Excel Trust; and tenants such as Ebay/Paypal, Centene, Cricket Communications, DelMonte, Gillette, Koch Industries and Bank United.

CREDENTIALS

- Real estate broker licensure for MN, IA, WI, ND and SD

EDUCATION

- Bachelor of Science degree in economics from Villanova University in Philadelphia

TRANSACTION SUMMARY

Buyer	Seller	Location	Size/Type	Price	Closing Date
Self-Storage Company	Bank	Las Vegas, NV	6.4 acres in Henderson, NV	$1,700,000	11/2013
Homebuilder	Developer	Lester Prairie, MN	3 single family lots	$32,500	11/2013
Investor	Bank	Orono, MN	2.63 acres with partially finished office condo	$145,000	11/2013
Developer	Investor	Rogers, MN	36.18 acres of industrial land	$725,000	10/2013
Lennar	Investor	Victoria, MN	40.76 acres for 49 lots	$2,250,000	9/2013
Charter School	Xcel Energy	Brooklyn Park, MN	12.1 acres	$580,608	9/2013
Apartment Developer	Duke Realty	St Louis Park, MN	3.88 acres	$4,850,000	9/2013
Homebuilder	Investor	Otsego, MN	10 Single family lots	$195,000	9/2013
Investor	Investor/Developer	Plymouth, MN	32 acres of undeveloped land	$2,819,700	7/2013
Ryland Homes	Investor	Woodbury, MN	41.97 acres for 77 single family lots in Dancing Waters	$2,541,000	7/2013
M/I Homes	RBC	Joliet, IL	20 acres of residential land	$985,000	6/2013
Anoka County	Bank	Blaine, MN	8.07 acres of commercial land	$953,000	6/2013
Trammell Crow	Meritex	Roseville, MN	12.79 acres of Industrial Land	$2,683,379	6/2013
Investor	Bank	Blaine, MN	1.89 acres pad next to OfficeMax	$400,000	6/2013
K Hovnanian Homes	Bank	Lakeville, MN	48.62 acres platted for 88 single family lots	$1,145,000	6/2013
Paragon Outlet Partners	City of Eagan	Eagan, MN	29 acres to build 400,000 SF High End Retail Outlet Mall	$5,800,000	4/2013
Summergate	RBC	Shakopee, MN	78 townhome lots in Blakewood Estates	$850,000	4/2013
Summergate	RBC	Lakeville, MN	43 townhome lots in Donnelly Farms	$650,000	4/2013
Individual	Beal Bank	Watertown Township, MN	65.06 acres of ag land	$220,750	4/2013
Dakota County EDA	Rottlund	Inver Grove Heights, MN	5.78 acres of commercial zoned land	$250,000	3/2013
Lennar	Bank	Otsego, MN	8 single family lots and 49.48 acres for single family development in Martin Farms	$760,000	3/2013
Lennar	Bank	Otsego, MN	13 single family lots in Martin Farms	$445,000	3/2013
Investor	US Bank	Credit River Township, MN	25 single family lots and 32 acres of land	$1,500,000	3/2013
Precision Products	Wells Fargo	Atlanta, GA	256,000 on 17.25 acres	$3,630,000	12/2012
Mattamy Homes	Aggregate Industries	Maple Grove, MN	23.92 acres to build townhomes in The Arbors	$1,309,000	12/2012
Mattamy Homes	Rottlund	Maple Grove, MN	8.01 acres to build townhomes in The Arbors	$335,000	12/2012
Investor	Centex	Champlin, MN	3.2 acres for 24 townhome lots	$135,000	12/2012
Homebuilder	Shelard Capital	Otsego, MN	24 single family lots	$358,400	10/2012
Spensa Group	Investor	Henderson, NV	4.47 acres with 82,000 SF mini storage	$8,500,000	9/2012
Ryland	Bank	Waconia, MN	40.37 acres planned for SF in Interlaken Dev	$370,000	9/2012
Investor	Rottlund	Rosemount, MN	40 developed MF lots and 10 acres	$300,000	9/2012
Investor	Rottlund	Hugo, MN	7 acres and 4 developed townhomes lots	$110,000	9/2012
Farmer	Bank	Otsego, MN	134 acres	$975,000	9/2012
Homebuilder	Developer	Dancing Waters - Woodbury, MN	90 graded SF lots in Dancing Waters	$5,243,000	8/2012
Rachel Contracting	Rottlund	Reserve-Plymouth	5.49 acres platted for 18 detached townhomes	$150,000	8/2012
Homebuilder	Bank	Brookfield Subdivision -Ramsey, MN	Single Family Lot	$46,379	8/2012
Homebuilder	Bank	Woodland Hills - Elk River, MN	Single Family Lot	$24,900	7/2012
Investor	Bank	Farmington, MN	6 pads for 24 townhomes	$110,000	7/2012
Builder	Rottlund	Maple Grove, MN	12 detached townhome lots	$475,000	7/2012
Individual	Trimont	Princeton	1 SF lot on 2.50 acres	$15,000	6/2012
Ridgewood HOA	Rottlund	Savage, MN	12 townhome lots	$40,000	6/2012
Woodbury Land	Bank	Woodbury, MN	SF lots and land in Dancing Waters	$3,390,000	6/2012
Metro Land LLC	Rottlund	Rosemount, MN	19 single family lots	$400,000	6/2012
Metro Land LLC	American Bank	Lonsdale, MN	11 single family lots	$55,000	6/2012
	Developer	Brooklyn Park, MN Consulting	40 acres planned for 98 SF lots		5/2012
Lennar	Bank	Pilot Knob & 170th St -Lakeville, MN	81 acres platted for 149 SF lots	$1,860,000	5/2012
Ryan Companies	HSBC	222 Hennepin Ave-Minneapolis, MN	2.44 acres of acres at Washington & Hennepin	$6,700,000	2/2012
Paxmar	Pulte Homes	Buffalo, MN	37 developed SF lots and 31 graded lots	$450,000	1/2011
Paxmar	Hartman Communities	Mayer, MN	19 SF lots	$180,000	12/2011
Hotel Company	DFC	Bloomington, MN	Thunderbird Hotel, 11.57 acres	$14,400,000	12/2011
Homebuilder	Builder Finance Co	Elk River, MN	32 SF lots on a takedown schedule	$640,000	12/2011
Bob Crane	Builder Finance Co	Becker Township, MN	12 single family lots	$65,000	12/2011

TEAM TRANSACTION SUMMARY

Buyer	Seller	Location	Size/Type	Price	Closing Date
J Gregg Homes	Builder Finance Co	Red Wing, MN	9 single family lots	$72,000	11/2011
AMAS Investments	Vision Bank	Brooklyn Park, MN	.96 acres of commercial land	$180,000	11/2011
Investor	Builder Finance Co	Duluth, MN	113 SF & MF lots in Duluth	$1,118,300	10/2011
Crown Tonka	Private Investor	Plymouth, MN	17,000 SF office building on 4.34 acres	$2,100,000	10/2011
Setzer Development	Meritex	Roseville, MN	8.16 acres of industrial land	$2,210,000	10/2011
Certifit	Meritex	Roseville, MN	6.43 acres of industrial land	$1,299,799	10/2011
Conservation Fund	Builder Finance Co	Maplewood, MN	69.6 acres	$1,900,000	10/2011
National Builder	Builder Finance Co	Interlaken-Waconia, MN	18 single family lots on takedown schedule	$468,000	10/2011
National Builder	Regional Bank	Interlaken-Waconia, MN	29 single family lots on takedown schedule	$725,000	10/2011
National Homebuilder	Family Trust	Roseville, MN	13.7 acres platted for 28 single family lots	$1,259,000	9/2011
National Homebuilder	Family Trust	Arden Hills, MN	23 acres platted for 38 single family lots	$1,850,000	7/2011
Airgas	Meritex, Inc.	Roseville, MN	5.91acres of industrial land	$1,030,803	6/2011
Private Investor	Bank	Apple Valley, MN	27 acres of industrial land	$550,000	6/2011
Farmer	Bank	Maple Lake, MN	72 acres	$345,000	5/2011
School	Bank	Ramsey, MN	186 acres	$3,900,000	5/2011
National Homebuilder	Developer	Palmer Pointe - Minnetrista, MN	49 single family lots	$5,000,000	4/2011
Investor	Bank	Rodeo Hills - Buffalo, MN	90 single family lots	$990,000	4/2011
Investor	Bank	Parkwood - Cambridge, MN	35 single family lots	$315,000	4/2011
Farmer	Regional Bank	Empire Twp, MN	20.3 acres of residential land	$210,000	4/2011
Private Investor	Regional Bank	Lonsdale, MN	60 acres	$160,000	4/2011
Lennar	Wells Fargo	Martin Farms - Otsego, MN	105 single family lots on a takedown schedule	$3,684,000	3/2011
Farmer	Local Developer	Mayer, MN	72.3 acres	$469,950	3/2011
Individual Buyer	LCF Funding	Cannon Greens - Randolph Twp, MN	3 single family lots	$92,500	2/2011
Haag Estates, LLC	LCF Funding	Oak Savanna - Blue Hill Twp, MN	39 single family large lot development	$292,500	2/2011
Bob Crane	LCF Funding	Becker Twp, MN	96 acres	$55,000	2/2011
Private Investor	LCF Funding	Randolph Twp, MN	2 acre single family lot in Cannon Greens	$32,500	2/2011
Local Developer	Family Trust	1296 Cty. Road F - Arden Hills, MN	2.74 acres for apartment land	$750,000	12/2010
Local Investor	Regional Bank	Blaine, MN	170 ac. planned future commercial/residential	$1,800,000	12/2010
National Debt Investor		Rogers, MN	Residential Land/Lots Consulting	N/A	12/2010
Bridge Investments	Chrysler	1615 Weston Court - Shakopee, MN	26,363 SF former auto dealership on +/-6.80 ac.	$2,750,000	11/2010
Local Investor	LCF Funding	Sauk Centre, MN	350 acres including lake lots on Long Lake	$805,000	11/2010
National Homebuilder	Local Investor	Lakeville, MN	17 single family lots in Spyglass	$918,000	10/2010
Local Investor	National Bank	Eagan, MN	6.74 acres of high density land	$290,000	10/2010
Industrial User	Community Bank	545 Atwater Dr - St. Paul, MN	38,584 SF industrial building on 1.54 acres	$1,575,000	9/2010
National Builder	Local Builder	Chanhassen, MN	16 SF lots- takedown schedule in Hidden Creek Meadows	$2,009,845	9/2010
Industrial User	Community Bank	Cambridge, MN	16,000 SF industrial building on 1.5 acre	$730,000	8/2010
Local Builders	Builder Finance Co	Andover	5 lots in Millers Woods	$375,000	8/2010
National Homebuilder	Private Investor	Dancing Waters - Woodbury, MN	14 single family lots on a takedown schedule	$1,162,000	8/2010
1st State Bank St Jos.	Sundance LLC	St. Cloud, MN	1.38 acres of commercial land	$841,579	8/2010
Private Investor	National Bank	Elk River, MN	30 acres	$150,000	7/2010
Private Investor	LCF Funding	Scenic Hills - Becker Twp, MN	2 single family lots	$40,000	7/2010
Private Buyer	LCF Funding	Scenic Hills - Becker Twp, MN	20 acres	$70,000	6/2010
National Homebuilder	Bridgewater Bank	Chanhassen, MN	16 single family lots located in The Arbors	$2,650,000	6/2010
Trust for Public Land	FDIC	Dead Lake, MN	200 acres with 3.5 miles of shoreline	$2,210,000	6/2010
National Homebuilder	Private Investor	Lakeville, MN	73 single family lots on a takedown schedule	$5,475,000	6/2010
Private Builder	Private Investor	Maple Grove, MN	7 single family lots, Maple Trace development	$805,000	6/2010
Private Investor	LCF Funding	Scenic Hills, Becker Twp, MN	2 single family lots-5.38 acres	$28,000	6/2010
Private Investor	National Bank	McGregor, MN (Big Sandy Lake)	Lodge, Cabins, Townhomes, Excess Land	$3,500,000	5/2010
Local Homebuilder	Builder Finance Co.	Buffalo, MN	1 Single Family Lot	$30,000	5/2010
National Homebuilder	National Homebuilder	Waconia, MN	1 Single Family Lot	$42,000	5/2010
Local Homebuilder	Builder Finance Co.	Andover, MN	2 Single Family Lots	$160,000	5/2010
Carver Cty. HRA	LCF Funding, LLC	Carver, MN	36 acres	$1,350,000	4/2010
Local Investor	Laurent Land	Maple Grove, MN	7 single family lots in Maple Trace	$588,500	3/2010

PROPERTY SUMMARY



ADDRESS: 5195 142ND AVE NW
PID: 253225430043
LEGAL: Lot 1, Block 1, River's Bend Plaza 2nd Addition, Anoka County, Minnesota
ACRES: 1.01
VALUATION: $195,900 (County, 2013)
ZONING: B1 Business District
MUSA: Yes
DESCRIPTION: The subject property is located on the east side of Saint Francis Boulevard and on the north side of 142nd Avenue. This property is the former Amoco Oil Station and it is now vacant. This property is zoned Business District and is surrounded by businesses. A small bluff is located on the west side of the property. Besides a number of restrictions placed on the property from the previous owner (see owner and encumbrance report), this property is ready to be sold. The City has put a significant amount of investment in the property (between acquisition, demolition and clean up).
WETLAND: No reason to use property for wetland banking. There are no issues with wetlands that would make this property unusable; or, affect adjacent properties.
MAINTENANCE: Mowed 6 times per year—$75 per mow ($900).
OWNER & ENCUMBRANCE: This is the former Amoco Oil Station site. The City has marketable title to the parcel and it can be sold, however, it is encumbered by Amoco Oils' several restrictive covenants on the use of property. See attachment for details. Generally, the restrictions prevent the sale of petroleum, prevent excavation, and prevent residential development.
DISPOSITION: The city is free and clear to sell this property. The subject property is suitable for a number of uses (that require minor excavation based on the O&E report).

PROPERTY SUMMARY



ADDRESS: Sunwood and Krypton
PID: 343225130005
LEGAL: Lot 1, Block 4, Riverside West Plat
ACRES: 1.23, (53,751 square feet)
VALUATION: $385,000 (Market Sale, 2013)
ZONING: B2 Business District
MUSA: Yes
DESCRIPTION: The subject property is located on the west side of Dolomite Street and the south side of Highway 10, is 1.23 acres in size and is zoned for commercial development. This site is the former XXX Bookstore location. In August of 2013 all improvements to this site were demolished and cleared. Today, this site is ready for sale and development.

PROPERTY SUMMARY



ADDRESS: Armstrong Boulevard/Sunwood Drive (just north of Hwy 10)
PID: NA, recently platted (2013)
LEGAL: Lots 3, Block 1, COR TWO, Anoka County, Minnesota
ACRES: 1.51 acres
VALUATION: TBD
ZONING: COR 2, commercial/retail
MUSA: Yes
DESCRIPTION: The subject property is located on the east side of Armstrong Boulevard, just north of Hwy 10, on Sunwood Drive in The COR development. This parcel is approximately 1.51 acres in size and is zoned for commercial/retail use. This property is a greenfield and is ready for development. In 2012, the City realigned Sunwood Drive several hundred feet to the north (147th Ave) in anticipation of the future Armstrong/Highway 10 interchange. As a result, three developable/serviced lots were created; including LOT 1.

PROPERTY SUMMARY



ADDRESS: Armstrong Boulevard/Sunwood Drive (just north of Hwy 10)
PID: NA, recently platted (2013)
LEGAL: Lots 3, Block 1, COR TWO, Anoka County, Minnesota
ACRES: 1.33 acres
VALUATION: TBD
ZONING: COR 2, commercial/retail
MUSA: Yes
DESCRIPTION: The subject property is located on the east side of Armstrong Boulevard, just north of Hwy 10, on Sunwood Drive in The COR development. This parcel is approximately 1.33 acres in size and is zoned for commercial/retail use. This property is a greenfield and is ready for development. In 2012, the City realigned Sunwood Drive several hundred feet to the north (147th Ave) in anticipation of the future Armstrong/Highway 10 interchange. As a result, three developable/serviced lots were created; including LOT 3.

PROPERTY SUMMARY



ADDRESS: 6590 141ST AVE NW
PID: 273225440003
LEGAL: See Metes and Bounds Description
ACRES: 0.95
VALUATION: $101,100.
ZONING: E1 Employment District
MUSA: Yes
DESCRIPTION: The subject property is located on the east side of Basalt Street and the north side of 141st Avenue. This property is zoned Employment District, it is a developable compact corner lot, and is surrounded by office.
WETLAND: No reason to use property for wetland banking. There are no issues with stormwater/drainage that would make this property unusable; or, effect adjacent properties.
MAINTENANCE: There are no maintenance costs.
OWNER & ENCUMBRANCE: This parcel is owned unrestricted by the City and is available for sale. It was acquired by the City for economic development purposes.
DISPOSITION: The subject property is ready to be developed. This property is currently being marketed by the Ramsey EDA. Previously, the property owner to the north had interest in purchasing the subject property.

PROPERTY SUMMARY



ADDRESS: 14165 RAMSEY BLVD NW
PID: 273225330006
LEGAL: NA
ACRES: 4.14
VALUATION: $440,000 (County, 2013)
ZONING: E2, Employment District
MUSA: Yes
DESCRIPTION: The subject property is located on the east side of Ramsey Boulevard and on the north side of U.S. Highway 10. This property is 4.14 acres in size and is zoned E2 employment (manufacturing, office). Multiple lots located adjacent to the subject property are also owned by the City and are available to for combination if requested. This parcel is located at the entrance to The COR development (and will border Highway 10 when it is realigned in the future). The City is interested in a user that will provide a quality building and proper screening (if needed).

PROPERTY SUMMARY



ADDRESS: No Address (142nd Ave NW and Limonite St NW)
PID: 273225330017
LEGAL: LOT 2 BLK 2 GATEWAY NORTH INDUSTRIAL PARK, EX THAT PRT OF SD LOT LYG N OF FOL DESC LINE & ITS EXTNS: BEG AT A PT ON W LINE OF SD LOT 2 100 FT S OF NW COR THEREOF, TH SELY TO A PT ON E LINE OF SD LOT 2 135 FT S OF NE COR OF SD LOT 2 & SD LINE THERE TERM
ACRES: 1.24
VALUATION: $159,400 (County, 2013)
ZONING: E2, Employment District
MUSA: Yes
DESCRIPTION: The subject property is located just east of Ramsey Boulevard and just north of U.S. Highway 10 (corner of Limonite Street and 142 Ave NW). This property is 1.24 acres in size and is zoned E2 employment (manufacturing, office). Multiple lots located adjacent to the subject property are also owned by the City and are available to for combination if requested.

PROPERTY SUMMARY

PROPERTY LISTING (RFP #08)

North Commons: Four Single Family Residential Sites

Shovel Ready • Parkside • Quick Access to Highway 10 • Near Northstar Rail Station



FACT SHEET

LOCATION

Ramsey, MN
Zeolite Street/148th Lane NW

FEATURES

- Located on north side of Ramsey's new urban transit oriented development —The COR
- Adjacent to new North Commons Park
- Near new Northstar Commuter Rail Station
- Easy access to Highway 10

DEVELOPMENT STATUS

- Road in place (curb/gutter)
- Zoning in place (single family)
- Utilities in place (water/sewer)
- Remaining Pad Preparation Work
  - Water/Sewer Stubs
  - Road Reconstruction
  - Sidewalk Construction
  - Turf Establishment

  Estimated $20,000 per lot

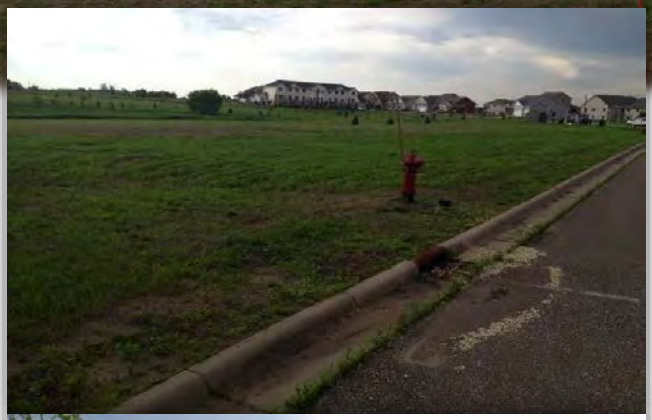
SPECS

• Lot 1, Block 2	9,000 sq. ft.
• Lot 2, Block 2	9,000 sq. ft.
• Lot 3, Block 2	9,000 sq. ft.
• Lot 4, Block 2	9,072 sq. ft.

REQUEST FOR OFFER

The owner is accepting offers on Lots 1-4, Block 2 through July 16, 2013. Offers should include all four lots.

Return: City of Ramsey HRA
7550 Sunwood Drive NW
Ramsey, MN 55303
kulrich@ci.ramsey.mn.us
763-433-9903







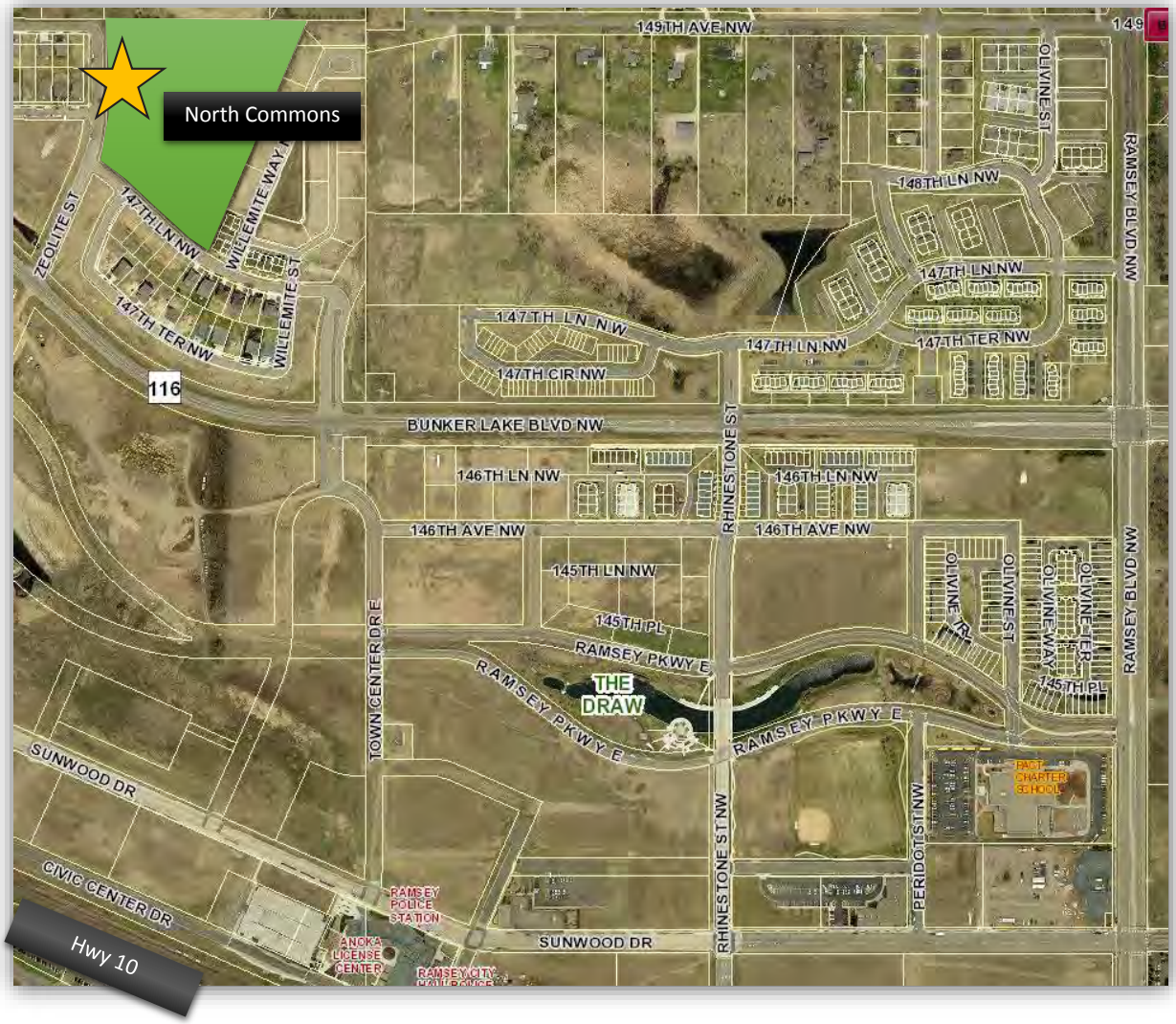
PROPERTY SUMMARY

PROPERTY LISTING (RFP #08)

North Commons: Four Single Family Residential Sites

Shovel Ready • Parkside • Quick Access to Highway 10 • Near Northstar Rail Station





PROPERTY SUMMARY

PROPERTY LISTING (RFP #08)

North Commons: Four Single Family Residential Sites

Shovel Ready • Parkside • Quick Access to Highway 10 • Near Northstar Rail Station





PROPERTY SUMMARY

PROPERTY LISTING (RFP #08)

North Commons: Four Single Family Residential Sites

Shovel Ready • Parkside • Quick Access to Highway 10 • Near Northstar Rail Station





PROPERTY SUMMARY





ADDRESS: NA
PID: 063225140009
LEGAL: NA
ACRES: 3.10
VALUATION: 51,300 (County, 2013). Offer for $42,000 received in 2012
ZONING: Public/Quasi-Public
MUSA: No
DESCRIPTION: The subject property is located on the south side of 176th Avenue and the west side of Vicuna Street. The property is zoned public/quasi-public and is surrounded by residential. This property is dry, high and buildable. Based on the GIS image above, it looks as though this parcel is being used by neighboring property owners.
WETLAND: This property is not adjacent to wetlands so banking is not a feasible use. It does not collect storm water from the neighborhood.
MAINTENANCE: There are no maintenance costs.
OWNER & ENCUMBRANCE: This property is unrestricted and can be sold.
DISPOSITION: The subject property was acquired in October of 1989. This is not a dedicated park. This property has free and clear title and is ready to be sold. If the council desires to dispose of this parcel, staff should rezone and list the property.
PUBLIC INPUT: Staff has received interest for purchasing this parcel from both property owners located directly west of the subject property. Both property owners do not want this piece of land developed. No further public input was received.

PROPERTY SUMMARY



ADDRESS: 6203 Rivlyn Ave NW
PID: 353225310018
LEGAL: NA
ACRES: 0.34
VALUATION: $50,200 (County, 2013)
ZONING: R1 Musa, Residential
MUSA: No
DESCRIPTION: The subject property is located on Rivlyn Avenue, just north of the Mississippi River and just south of Highway 10. This property is .34 acres in size, is zoned R1 Residential MUSA and has an existing structure (household). This property was acquired by the City in 2013 and is available for sale today.

PROPERTY SUMMARY



ADDRESS: NA (Puma and Alpine)
PID: NA (20-310003)
LEGAL: NA
ACRES: NA (about 4)
VALUATION: NA
ZONING: R1 Residential (MUSA)
MUSA: Yes
DESCRIPTION: Acquired by the City as a dedication in the Legacy Plat (Alpha Plat). This property is not a park and not intended to be for public use. The subject parcel is zoned R1 Residential (MUSA) and is located on the south side of Alpine Drive and the east side of Puma Street.

This property is located on the south side of an existing residential neighborhood. The City is considering the parcels located just west of this site (across Puma) for a future business park. The parcels located just SW of this site are intended to be the home of a private school campus.

Today, sewer and water are located several thousand feet south of this site. Therefore, in the short term, this site would only be serviceable by well/septic. In the coming years, sewer and water are intended to be pulled up Puma Street to Alpine Drive (in which case, this site would have access to sewer/water).

This site is "raw" land; and is available for sale (platting/development fees required).

PROPERTY SUMMARY



ADDRESS: 15240 HELIUM ST NW, 15153 NOWTHEN BLVD NW, NA
PID: 233225410035, 233225410019, 233225410018 (Three separate parcels—listed from the top down).
LEGAL: Lots 4, 5, 21, Block 1, Meadow, Anoka County, Minnesota
ACRES: 20.86
VALUATION: $1,250,000
ZONING: Public/Quasi Public and PUD (Planned Unit Development) Today
FUTURE ZONING: Will allow for a data center development and/or residential. Determination will be made in February/ March 2014.
MUSA: Yes
DESCRIPTION: The subject property is located on the east side of Nowthen Boulevard and on the South side of Alpine Drive. It is made up of three separate parcels; which make up the old municipal center complex. The property is surrounded by residential and is zoned Public/Quasi Public District.

BACKGROUND
The City's Economic Development Authority (EDA) and Council are in the process considering the future development of the "Old Municipal Center Site." The City is considering two general development scenarios for the 20.5 acre site: (A) data center development and (B) residential development.

Today, the Old Municipal Center Site is zoned Public/Quasi Public. On Tuesday, June 12, 2013 the Council considered submitting an application to the Planning Commission to amend the City's Comprehensive Plan to allow for either a data center or residential user. The Council decided to re-engage surrounding property owners regarding a data center development before submitting a Comprehensive Plan Amendment application to the Planning Commission; for either type of use.

PROPERTY SUMMARY



ADDRESS: NA, 16600 SAINT FRANCIS BLVD, NA
PID: 113225340006, 113225430004, 113225340008 (Three separate parcels—listed from the top down).
ACRES: 16.52
VALUATION: Unknown ($200,000?)
ZONING: R1-Rural Developing
MUSA: No
DESCRIPTION: The subject property is located on the west side of Saint Francis Boulevard and on the south side of 167th Avenue. This property is zoned Rural Development District. It is home to water tower, wetland and open space. The subject property is made up of three separate parcels. There is wetland in the northern parcel (#1) and two wetlands in the southern portion of the large parcel (#2). There is a gas line that bisects the larger parcel (#2), horizontally.

It is important to note that there is a temporary road that connects Elmcrest Park and 167th Avenue just west of the subject property. The road is planned to be moved east onto city owned property—which was the rational for purchasing the two smaller parcels (#1 and #3). Replatting the subject property has been postponed until a willing developer steps forward for two reasons. One, direction was given to staff for the developer to pay for replatting costs. Two, replatting or redevelopment of the subject property terminates the temporary easement for the road that connects 167th to Emlcrest Park.

OWNER & ENCUMBRANCE: It is recommended these three parcels be platted in order to properly identify those areas necessary for City/public purposes and to identify what land area may be available for sale. Attached is a draft of the staff proposal.

NOTE: subdividing or developing these lots terminates an easement the City has in place for the current ROW (just to the west of the subject properties). Meaning, the road to Elmcrest Park would need to be replaced.

Parcel 1: this parcel is owned by the city and there are no restrictions to its sale. There are wetlands and a water fill station. Because of zoning, would require sanitary sewer to build. The future ROW is planned to go through this lot.

Parcel 2: this parcel is subject to a natural gas pipeline easement in favor of Enron Corporation. This parcel is home to a water tower, located in the SE corner. There are wetlands in both the SE and SW corners of this lot. Development of the lot, north of the gas line, makes sense. The southern portion of the lot could be used for wetland and the water tower. The western portion of the property needs to be used for the future ROW.

Parcel 3: this parcel is subject to a temporary encroachment easement in favor of the grantor, Oakwood Land Development, Inc (2010). The future ROW is planned to go through this lot.

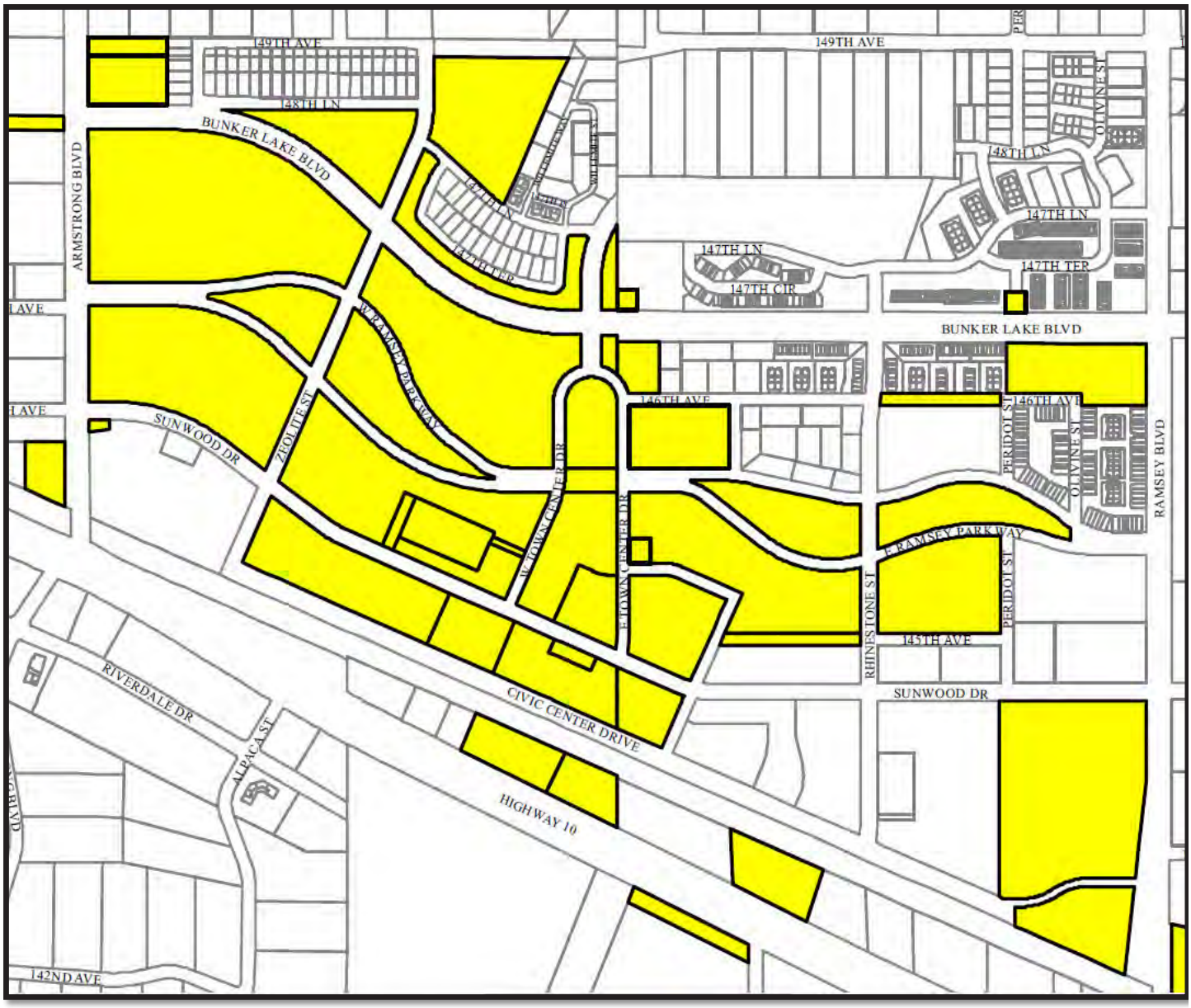
PROPERTY SUMMARY

Below is a mockup of the subject property:



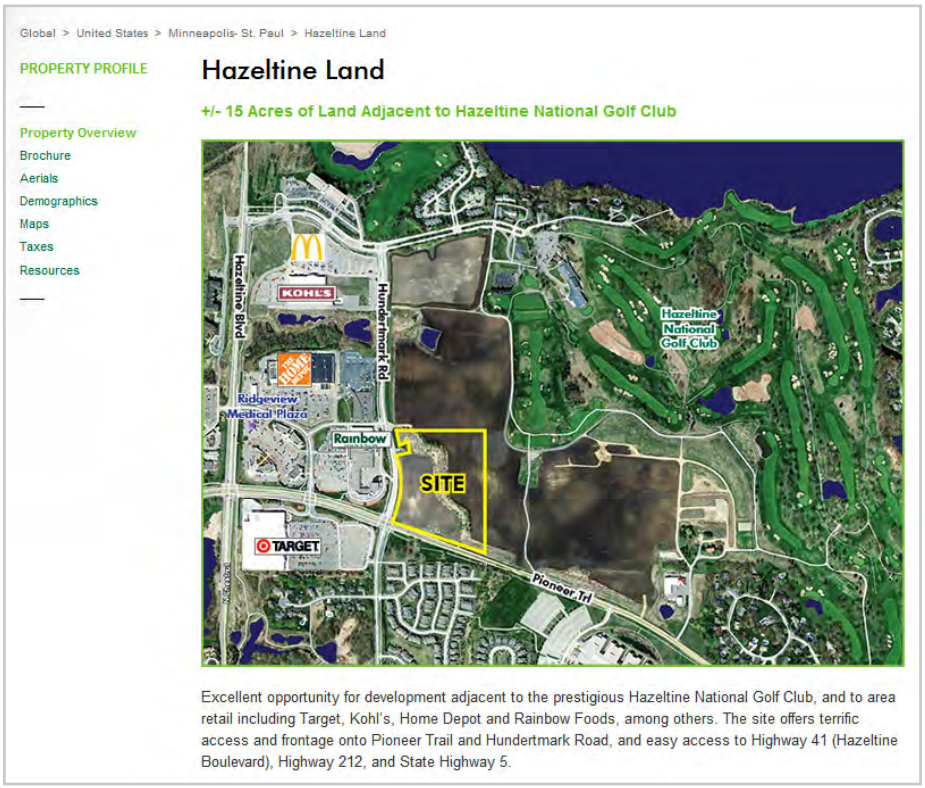
PROPERTY SUMMARY

City Owned Parcels in The COR



MARKETING MATERIALS - Examples

WEB PAGE OVERVIEW EXAMPLE



www.cbre.com

For Sale

952 924 4600

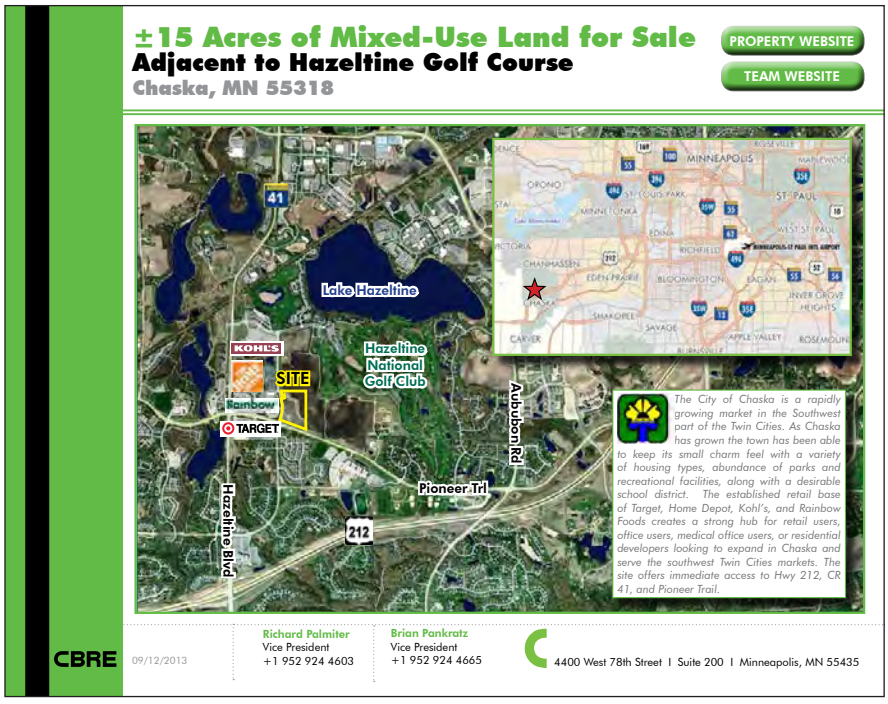
Richard Palmiter

Brian Pankratz

David Daly

SIGNAGE EXAMPLE

CBRE signage will be placed in accordance with local sign ordinances. Our signage and our colors are recognized throughout the Twin Cities area and all across the world.



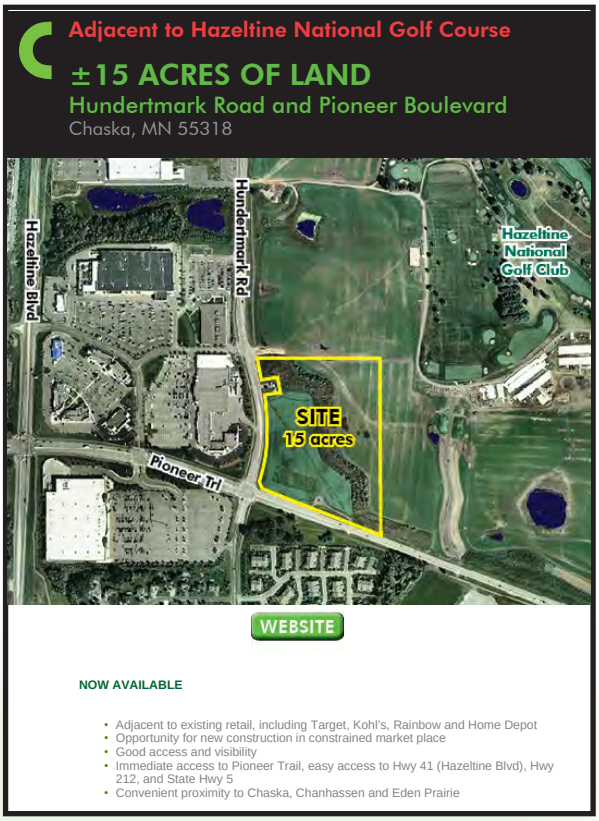
BROCHURE EXAMPLE

Our marketing team will prepare a 2-sided, full-color 8-1/2 x 11" brochure, which will be forwarded to prospective users and brokers on an as-needed basis. The piece will outline the key strengths of your property and will include aerial photography, location map, floor plan, site plan, and other pertinent details.

MARKETING MATERIALS - Examples

E-BLAST EXAMPLE

E-mail has made it much easier to contact up to as many as 1,500 brokers on a monthly basis, with PDF files attached with all the pertinent information. This ensures that we have a "marketing touch" to the brokerage community with a frequency that keeps the property's availability fresh in the minds of the active brokers.



LISTING REPORT

Date

Listing:	
Client:	
Client Contact:	
Acreage:	
Location:	
Description:	
Broker Contact:	
Listing Price:	
Listing Expiration:	

	Tasks/Status	Deadline	Completed
1	List data on Loopnet, Costar, MNCAR, CBRE's Internal HUB		
2	Install Onsite Signage		
3	Brochure		
4	E-Marketing (Campaign Logic Program) - Local LSG and CBRE databases		
5	Analyze Campaign Logic Report		
6	Update Brochure		
7			
8			
9	Ongoing Inquiry/Lead Follow Up		

Inquires/Leads

	Contact	User/Company	Date	Comments
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Comments Regarding Activity/Market

	Comments	Date	
1			
2			
3			
4			

MONTHLY CLIENT REPORT EXAMPLE

The marketing team will provide the owners a monthly marketing update of new prospects, marketing activities, and status updates on existing prospects. In addition we will make contact via phone calls and emails, updating on any interested prospects.

REFERENCES

Please provide five (5) business/trade references. For each reference, include the name and address of the client and the name and telephone number of a contact person.

1) Jay Gardner – **Ford Motor Company**
   Director of Real Estate
   330 Town Center Drive, Suite 1100
   Dearborn, MI 48126
   (313) 248-8377
   jgardne1@ford.com

   Jay Gardner is Director of Real Estate, Ford Land, a wholly-owned subsidiary of Ford Motor Company, responsible globally for all real estate, construction, and facility management. CBRE is contracted by Ford Land to perform transaction management services, portfolio management services, project management, and appraisals/valuation services for Ford's real estate portfolio globally (except Europe) on behalf of Ford Land. Mr. Gardner is employed by CBRE in Dearborn, Michigan and is assigned to Ford Land.

2) Dan Williams – **Meritex (Highcrest Park)**
   Chief Investment Officer
   24 University Ave NE, Suite 200
   Minneapolis, MN 55413
   (651) 855-9671
   dwilliams@meritex.com

3) Steve Juetten – **City of Plymouth**
   Community Development Director
   3400 Plymouth Blvd.
   Plymouth, MN 55447
   (763) 509-5401
   sjuetten@ci.plymouth.mn.us

4) Ian Peterson – **Pulte Homes**
   Director of Land Operations
   7500 Office Ridge Circle, Suite 325
   Eden Prairie, MN 55344
   (952) 988-8210
   Ian.Peterson@Pulte.com

5) Steve Mathison - **Hearthstone (Rottlund Portfolio)**
   Senior Investment Manager
   9 Crystal Lake Rd. Suite 150
   Lake in the Hills, IL 60156
   (847) 658-3107
   smathison@hearthstone.com



CBRE

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:: **Richard Palmiter**
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:: **Brian Pankratz**
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GRIFFIN COMPANIES
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SUITE 300
MINNEAPOLIS, MN 55403
OFFICE 612-338-2828
FAX 612-338-5288
www.cbcgriffin.com

November 27, 2013

Mr. Patrick Brama
Asst. to the City Administrator
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Real Estate Broker Services

Dear Mr. Brama:

We greatly appreciate the opportunity to propose on providing brokerage services to the City of Ramsey and believe that Coldwell Banker Commercial Griffin Companies (CBC Griffin) is uniquely qualified to perform these services in accordance with your expectations. At CBC Griffin, we have an unwavering commitment to client success.

In summary, our proposal tracks with your RFQ as follows:

2. CBC Griffin has established excellent local connections with developers, end-users and investors. The Coldwell Banker Commercial organization has the largest domestic footprint in commercial real estate with over 220 companies and 2,800 professionals across the nation and over 4,000 globally. Although the local team will consist of Jeff LaFavre, Robert Bayer and Lonn Lineker, the entire staff/agents will be engaged to successfully market and sell the City of Ramsey parcels.

3. Compensation:
   A. 7% commission without a co-broker is involved.
   B. 9% commission with a co-broker involved is requested.
   C. A six-month "protected period" for "protected list" provided to the City of Ramsey is requested.
   D. A 24-month listing term is requested
   E. After the initial 180 days, the listing agreement can be terminated with a 90-day notice by either party.
   F. CBC Griffin requests $600 sign and advertising allowance for each parcel to be paid by the City of Ramsey upon signing of the listing agreements. The sign and advertising allowance will be offset against the commissions earned by CBC Griffin Companies upon closing.

4. CBC Griffin is not aware of any conflicts of interest.

5. GREC, LLC doing business as: CBC Griffin is in good standing with the State of Minnesota.

CBC Griffin is able to perform all the services within the "Scope of Services" delineated by the City of Ramsey and is excited to begin the marketing process.

Mr. Brama, thanks again for this opportunity.

Sincerely,

Jeffrey L. LaFavre
Senior Partner

Each Office Is Independently Owned and Operated.

2. BACKGROUND: Provide general background information on your firm.

Coldwell Banker Commercial Griffin (CBC Griffin) was incorporated in 1969 and became a franchisee of Coldwell Banker Commercial in 2006. The franchise agreement provides CBC Griffin with exclusive rights to the Greater MSP area. CBC Griffin is owned in partnership between Bill Ostlund, CCIM and Jeff LaFavre, CCIM, MCR, SIOR. This partnership was created in September 2011 when the two combined to purchase the company from Bob Dunbar.

CBC Griffin has three operating divisions: Brokerage, Management and Advisory. Brokerage provides property sales and leasing services to clients. Management provides property, facilities and maintenance services to investors and space occupiers that are both for-profit and non-profit entities. The company consists of 22 local employees/independent agents to provide these services. 95% of our efforts are direct to the State of MN with the majority of this time directed specifically to the Greater MSP area.

Coldwell Banker Commercial was founded in 1906 after the San Francisco earthquake of 1906. The company consists of a collaborative organization of independently owned and operated affiliates that cover over 250 global markets with 4,000 professionals throughout the world. The company prides itself on a global presence providing services on a local basis. Each office has access to the resources and insight to understand its local market and present properties through the use of Coldwell Banker Commercial web site and resources. The Coldwell Banker Commercial website currently houses information on over 16,000 listings.

CBC Griffin is a member of the Minnesota Commercial Association of Realtors (MNCAR) and is an active participant in the MNCAR Exchange database that is available to both public domains and the over 1,200 Minnesota professional members. CBC Griffin also uploads all listing information into the following networks websites to maximize a properties exposure to both local and global prospects: Coldwell Banker Commercial, CoStar, Loopnet and CCIM.

On the local level CBC Griffin has a staff member responsible for inputting all listing data. Upon completing the listing CBC Griffin staff will prepare marketing materials for the City of Ramsey listings including the following: web page, electronic and hard copy brochures, u-tube video as applicable. Additional materials such as postcards and promotional items can be made available if a client chooses to incorporate them into the marketing campaign.

As a mid-size firm we feel that one of the competitive advantages we have is to move quickly to adjust to the changing demands of the marketplace. We feel this allows us to provide a higher level of service to our clients. We also try to utilize the best in technology and we are excited about our Teamwork PM database that allows us to track activity and digitally store and catalog information on each property. We can provide access to this data to our clients and provide running dialogue on negotiation and activity responses without the client having to wait for monthly updates.

2. **The City owns a large inventory of land with a mix of available uses (i.e. multiple types of residential, retail, industrial, office, mixed-use). Please indicate your firm's ability to market property for commercial and residential users alike.**

Our proposed team consists of Bob Bayer, Lonn Lineker and Jeff LaFavre. Bob grew up in Ramsey (9500 Ermine Blvd), and is a lifelong Anoka County resident. Lonn is also a long-time Anoka County resident. Bob and Jeff have extensive experience as commercial real estate agents. Lonn Lineker is the newest member of the team and works closely with Bob and Jeff on a number of projects. Bob Bayer has extensive experience with multi-family and retail property. Jeff has extensive experience with industrial and office

properties. Together, we feel we will be able to aggressively market the properties available for sale in our respective areas of expertise.

3. FEE SCHEDULE/TERM:

Commission Fees

The City of Ramsey is seeking a relationship in which all fees for services are paid through commission fees, at the time of closing. The City does not wish to pay regular, monthly or upfront fees.

A. Please state your required commission fee/rate

B. Please state your required co-broker commission fee/rate, if applicable

CBC Griffin Companies requests:

A. 7% commission in situations not involving a co-broker

B. 9% commission in situations involving a co-broker to be divided with co-broker.

Carry-Over Compensation

The City of Ramsey is seeking a relationship in which no "carry-over" compensation is required. Meaning, when the proposed contract for real estate services is terminated, compensation fees would no longer be required.

C. Please indicate any 'carry-over' fees your firm would require.

Within six months of the expiration or termination of the listing agreement (protective period), CBC Griffin Companies will earn commission fees in accordance with the percentages described above should the City of Ramsey sell a property (or properties) to any person or entity, if said person or entity is on CBC Griffin Companies' written "protected list" provided to the City of Ramsey within 72 hours of the expiration or termination of the listing agreement. Any sales not covered under the terms of this listing agreement will not be compensated.

Contract Term

The City understands the process to sell a large inventory of land will likely take several years. It is the City's intent to develop and sustain a long-term positive relationship with the selected brokerage firm. With the above information in mind, the City is seeking a relationship in which both parties retain flexibility in relation to the term of the proposed contract for real estate broker services—the City does NOT wish to enter into a long term contract.

D. Please indicate the minimum term contract your firm would require.

E. Please indicate any early termination contract provisions required.

D. CBC Griffin Companies requests a 24-month listing agreement.

E. After the initial 180 days of the listing has past, the listing agreement can be terminated by either party with a 90-day written notice.

Other Fees/Compensation

The City of Ramsey is seeking a relationship in which the only fees required for real estate broker services are commission fees, at the time of closing.

F. Please indicate "other" fees your firm may require for brokerage services.

F. CBC Griffin requests $600 sign and advertising allowance for each parcel to be paid by the City of Ramsey upon signing of the listing agreements. The sign and advertising allowance will be offset against and reduce the commissions earned by CBC Griffin Companies at closing.

NOTE: the City may call upon the selected broker for support on special projects/additional services. Additional fees for said special projects will be negotiated at that time of request. See "Scope of Services" section for greater detail—Item H.

4. CONFLICT OF INTEREST: In order to avoid a conflict of interest, or the appearance of a conflict of interest, your firm should not engage in any outside activities that are inconsistent, incompatible, or appear to conflict with your ability to exercise independent/objective judgment in the best interest of the City. Please outline all conflicts of interest that may exist for your firm in relation to providing real estate services for the City.

CBC Griffin Companies is not aware of any conflicts of interest with regard to listing and marketing the City of Ramsey's properties.

5. GOOD STANDING: Your firm must be in compliance with Federal, State, County and Local units of government; which specifically includes good tax payment status and good corporate registration status. Please indicate your firm's tax and corporate registration status.

GREC, LLC is a Minnesota Limited Liability Company, doing business as Coldwell Banker Commercial Griffin Companies. See Certificate of Good Standing attached.

SCOPE OF SERVICES

A. Work with (and advise) the City on strategies for marketing, pricing and the sale of City owned properties.

B. Develop, distribute, list, and maintain real estate marketing materials and related information.

C. Conduct basic market analysis for City owned properties available for sale.

D. Manage relationships with prospect buyers—including: responding to inquiries, showing property, answering questions for prospects, conducting negotiations, managing real estate transactions.

E. Analyze offers from potential buyers and provide recommendations to the City Council.

F. Provide regular activity updates:

☐ Verbally, to the City's development team, minimum twice per month

☐ In writing, to the City Council, minimum once per quarter

G. Handle all other customary real estate broker activities and services.

H. It is NOT the objective of the proposed contract to provide development management services, re-branding services, in-depth market analysis reports*, engineering services, website management, strategic/master planning or creation of advanced marketing materials*.

CBC Griffin Companies is able to perform all the services within the "Scope of Services" delineated above.

Office of the Minnesota Secretary of State
Certificate of Good Standing

I, Mark Ritchie, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name:	GREC, LLC
Date Filed:	08/28/2001
File Number:	24567-LLC
Minnesota Statutes, Chapter:	322B
Home Jurisdiction:	Minnesota
This certificate has been issued on:	11/26/2013



Mark Ritchie

Mark Ritchie
Secretary of State
State of Minnesota

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES



PREPARED FOR:

City of Ramsey
Attention: Patrick Brama

PREPARED BY:

Coldwell Banker Commercial
Griffin Companies

Jeff LaFavre
612-904-7820
jlafavre@cbcgriffin.com

Robert Bayer
612-904-7841
rbayer@cbcgriffin.com

Lonn Lineker
612-904-7816
llineker@cbcgriffin.com
cbcgriffin.com

City of Ramsey
Mr. Patrick Brams
Asst. City Administrator
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

1221 Nicollet Ave S., Suite 300 - Minneapolis, MN 55403
612-338-2828

City of Ramsey - RFQ

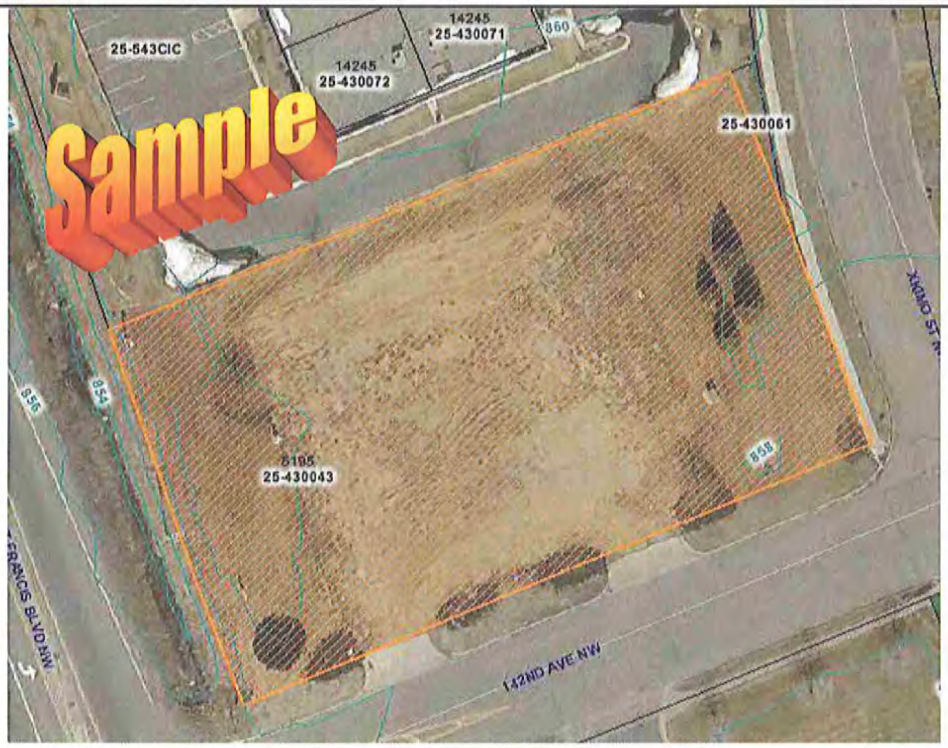
TABLE OF CONTENTS

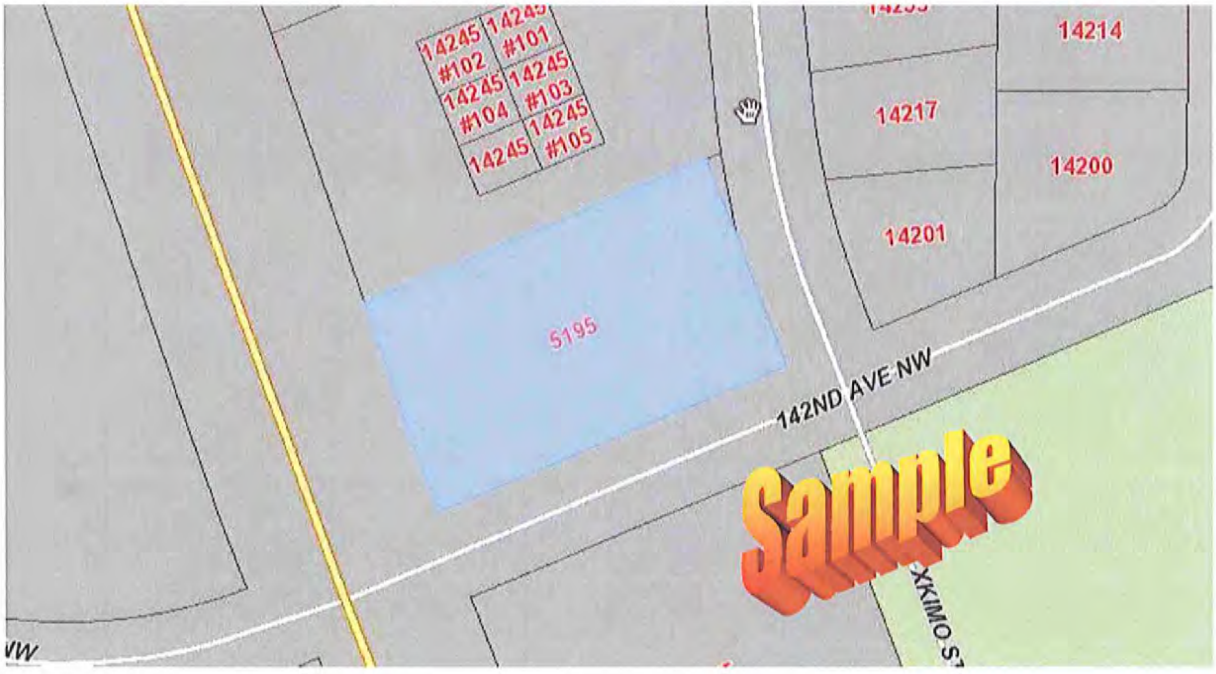
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COLDWELL BANKER COMMERCIAL GRIFFIN COMPANIES

AERIALS





COLDWELL BANKER COMMERCIAL GRIFFIN COMPANIES

TAX MAP

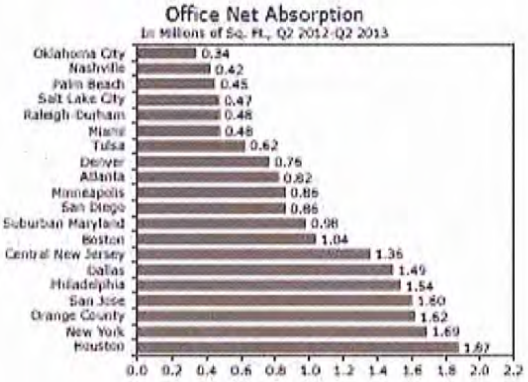


COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

THE OFFICE MARKET

Regional Market Overview

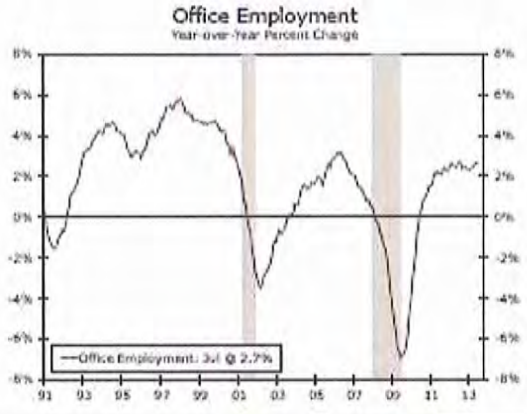
- Office employment growth has accelerated slightly over the past year, led by gains in the technology sector, energy business and some stabilization in financial services. Major energy market and tech centers have posted some of the strongest absorption gains. Tech employment is also fueling much of the growth in more diverse markets such as New York City and Atlanta.
- Rising interest rates will present some near-term challenges. The modest recovery in financial services will come under pressures from declines in refinancing activity. Property price appreciation should also slow, which would disproportionately affect B and C properties in the slower growing markets and submarkets.











Source: Reis, Inc., U.S. Department of Labor and Wells Fargo Securities, LLC

Sample Text

COLDWELL BANKER COMMERCIAL GRIFFIN COMPANIES

THE RETAIL MARKET

Retail

- The retail market continued to see modest improvement, as consumer spending gradually recovers. The overall retail vacancy rate declined 0.1 percentage point to 10.5 percent, and has declined just 0.3 percentage points over the past year. Growth in the retail sector remains spotty, with a handful higher-end chains and specialty retailers posting solid gains.
- We suspect the retail market has turned the corner. Rent growth strengthened in the first half of the year, rising 0.3 percent in the first and second quarters. Still, there likely remains an oversupply of available space, much of which is in B and C locations. The better-performing retailers are moving past these locations, which is helping support new development.

Retail Effective Rent Growth

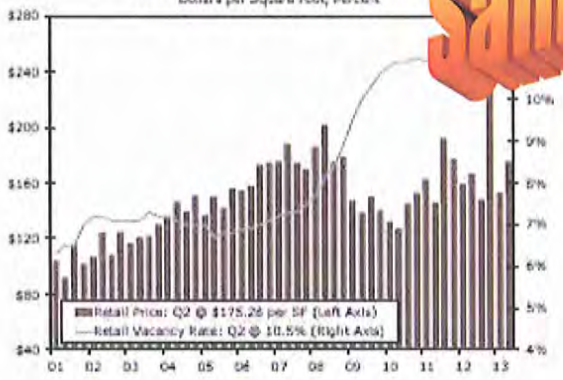
Quarter-over-Quarter Percent Change



Sample Text

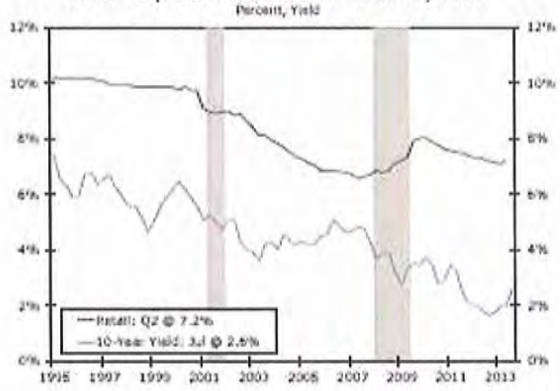
Retail Price vs. Vacancy Rate

Dollars per Square Foot, Percent



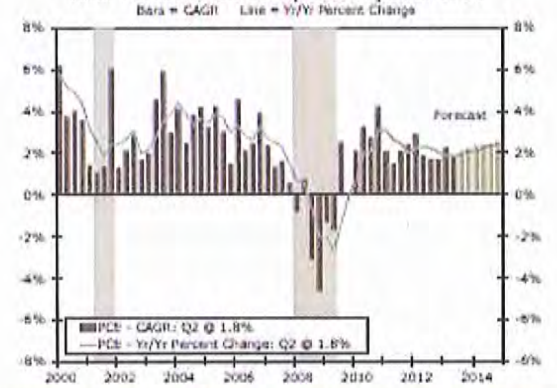
Retail Cap Rate vs. 10-Year Treasury Yield

Percent, Yield



Real Personal Consumption Expenditures

Bars = CAGR Line = Yr/Yr Percent Change



Source: Reis, Inc., RCA Analytics, IHS Global Insight, U.S. Dept. of Commerce and Wells Fargo Securities, LLC

COLDWELL BANKER COMMERCIAL GRIFFIN COMPANIES

RECENTLY SOLD



ADDRESS	YEAR BUILT	COMMENTS
1 Campus Dr Atlanta, GA	1985/1995	
SIZE	**CLASS**	
65,000 SF	B	
PRICE / SF	**DATE**	
$23.00	July 2011	



ADDRESS	YEAR BUILT	COMMENTS
1 Campus Dr Atlanta, GA	1985/1995	
SIZE	**CLASS**	
65,000 SF	B	
PRICE / SF	**DATE**	
$23.00		

Sample



ADDRESS	YEAR BUILT	COMMENTS
1 Campus Dr Atlanta, GA	1985/1995	
SIZE	**CLASS**	
65,000 SF	B	
PRICE / SF	**DATE**	
$23.00	July 2011	



ADDRESS	YEAR BUILT	COMMENTS
1 Campus Dr Atlanta, GA	1985/1995	
SIZE	**CLASS**	
65,000 SF	B	
PRICE / SF	**DATE**	
$23.00	July 2011	

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

PROPERTY MARKETING PLATFORM

24-HOUR LISTING ACCESS

Teamwork PM, a web-based project mgmt tool, provides real-time access to every aspect of your listing, including: files, timelines, task lists and communications.

LOCAL AND NATIONAL MARKET KNOWLEDGE

We can tap into our national property database of 120,000 transactions or generate market reports to help customers make informed decisions.

MULTIPLE LOCATION SERVICE

If you have other real estate needs, we can quickly locate the right CBC professional to help you, no matter where your business takes you.



NATIONAL LISTING CAMPAIGN

We can quickly market your property to over 2,800 professionals within the Coldwell Banker Commercial organization.

FINANCIAL ANALYSIS

With financial analytics, we can analyze rents and improvements, and create lease vs. buy and "what-if" scenarios.

MAXIMUM LISTING EXPOSURE

Listings are automatically distributed to: cbcworldwide.com, commercialsource.com, Catylist, Realup, Property Line, Loopnet, Xceligent/MNCAR, and can also be imputed to Craigslist.

CBCWORLDWIDE.COM

Site Page Views:	3,953,911
Visits:	482,188
Property Search Views:	1,576,430
Property Detail Views:	273,587

(search activity from last year alone)

PUSH BUTTON MARKETING

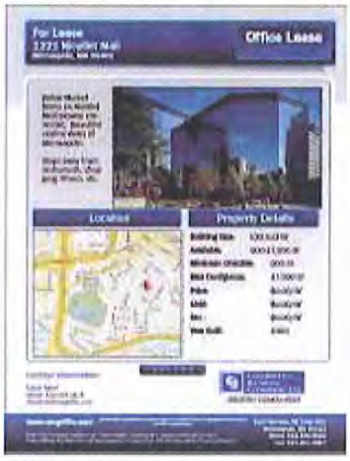
We can market your properties with the push of a button: flyers, flash presentations and other marketing tools, and generate "interested client" lists via e-mail campaigns.

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

MARKETING THE PROPERTY

SAMPLE MARKETING MATERIALS

A sampling of how Coldwell Banker Commercial Griffin Companies can market your properties. Professional marketing collateral produced by our team conveys all the important information for quickly for distributing to potential clients via print, e-mail and the web.



PROPERTY FLYER

Can be emailed to prospective clients or local brokers. The flyer will also be displayed on site or given during tours of the property.



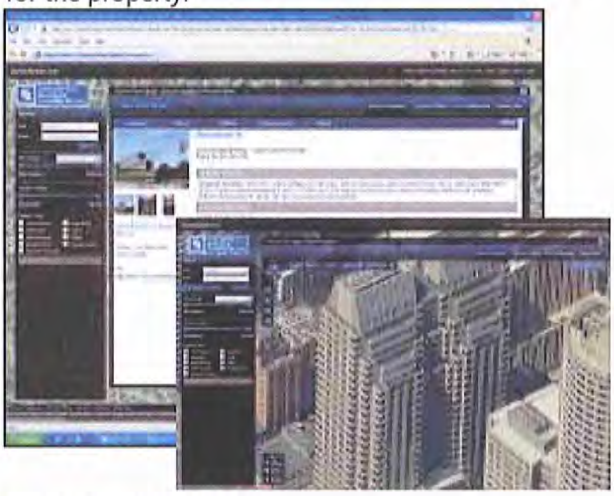
MARKETING PACKAGE

We market each of our properties with a professionally created marketing package with the ability to create an "E-book" version of the package to give it that "wow" Factor.

INDIVIDUAL PROPERTY WEBSITE

Every listing on CBCWorldwide.com has an automatically generated webpage.

We can directly link to the web page; which allows clients to immediately e-mail the responsible broker for the property.



PROPERTY SIGNAGE

We will prominently place proper signage (if per

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES
(612)338-2828
www.cbcgriffin.com
Each Office is Independently Owned and Operated

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

MARKETING THE PROPERTY



WALL STREET JOURNAL

Coldwell Banker Commercial periodically advertises a full page spread in the Wall Street Journal. Your property can be advertised and seen by the millions of readers of WSJ.

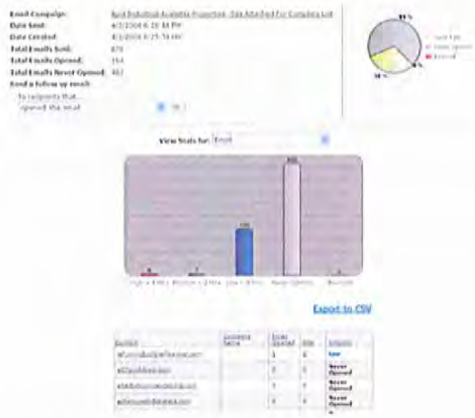


ALL COMMUNICATIONS IN ONE PLACE

Our Web-based project mgmt tool provides real-time access to every aspect of your listing, including: communications, files, timelines and task lists.

SOCIAL MEDIA

We can tap into various forms of social media to further expand the reach of your property and communicate the closing.



REPORTING

We can generate reports on our e-mail campaigns that show the number of people we sent it to, the amount that opened our emails, and who clicked through for more information. This generates our "Interested Client List" that we will focus our initial call campaign on.

We will communicate these reports to you along with a weekly detailed report as to completed tasks of the marketing plan.



ANNOUNCEMENT

Following the close of the transaction, we will announce the closing with an e-mail campaign including prominent mention of your company (upon approval); both Locally and Nationally.

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

MARKETING SCHEDULE

SAMPLE MARKETING SCHEDULE

WEEK 1	• Place sign(s) and/or banners on the property (if applicable) • Prepare property brochures, property packages, electronic marketing materials and other miscellaneous marketing materials • Distribute property information to Coldwell Banker Commercial affiliates and internal professionals • Enter listing information on CBCWorldwide.com, Loop Net, MNCAR/Xceligent and more. • Enter listing information on CCIM website with direct access to more than 7,000 CCIM designees • Enter property into Teamwork PM, our project management tool which includes timelines, documents, so you have 24 hour access to all necessary information.
WEEKS 2 – 3	• E-mail marketing package to all members of the local commercial real estate community • E-mail marketing package to 7,000 members of CCIM organization • E-mail marketing package to 2,800 Coldwell Banker Commercial professionals • Marketing meeting with clients to review progress
WEEKS 4 – 16	• Direct mail and personal follow-up to targeting prospects in database • Place property in semi-monthly Coldwell Banker Commercial's Wall Street Journal full-page ad (optional) • Constant marketing through the national Coldwell Banker Commercial organization • Marketing meeting with clients to review progress
WEEKS 16 – 24	• Negotiate with interested parties • Prepare Letters of Intent • Assist with Due Diligence • Marketing meeting with clients to review progress
WEEKS 20 – 24	• Close the transaction • Send announcements on closed transaction; submit to our national public relations team

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

RECOMMENDATIONS

Based on comparable sales within the marketplace, we recommend that the sale price of the building be_____.

We think this is an aggressive price for the property; and with our detailed marketing plan, we feel that we can achieve this goal.

COMPENSATION

In order to get this marketing plan "off and running" yo[illegible] have to give us the authorization to do so. Attached here[illegible]s our [illegible]zation to sell the property.

Sample

The commission structure is as follow[illegible]

On any transaction, the commission shall be ___% of the total aggregate sales price which will be shared between the selling and listing broker as specified in the Exclusive Lease Listing Agreement and Schedule of Sale and Lease Commission.

Term of Listing – We recommend a twelve (24) month listing term. We do not imply that the property cannot be sold before this period ends, but rather, to take full advantage of the momentum that will be built with our marketing program and ownership's time frames.

5195 - 142nd Avenue NW

OUR TEAM

TEAM MEMBER RESPONSIBILITIES

Each member of Coldwell Banker Commercial Griffin Companies' team plays a vital role in the success of each transaction.

AGENT NAME

- Main point of contact for Sellers and Buyers.
- Oversees all activities of the team
- Coordinates and advises on all pre-marketing activities
- Presents property to various brokerage firms
- Assists Seller and Seller's attorney with contract negotiation and preparation
- Assists Buyers in their review of all Due Diligence Materials and market information
- Assists and monitors all aspects of the escrow and closing process
- Meet with client to review progress and assure deadlines

AGENT NAME

- Thoroughly analyze all leases to extract necessary detail for valuation
- Review current loan documents to assess multiple debt scenarios for the transaction
- Gather all necessary information regarding property and comparables to recommend market pricing
- Assist in creating marketing strategy after preliminary analysis of property is complete
- Create a 10-year "Argus" cash flow model to use in marketing the property
- Assist buyers, using their own assumptions to create an Argus cash flow model
- Involved in direct marketing to all institutional investors and REITS regionally, nationally and internationally

AGENT NAME—ADMINISTRATION AND MARKETING

- Responsible for the complete Marketing Plan - Manages all marketing activities associated with each listing (i.e. newspaper ads, broker e-mail blasts, mailers, web-based advertising, etc)
- Prepare property brochures, property packages, electronic marketing materials & other miscellaneous marketing materials
- Submits request for property signage
- Posts listings on CBCWorldwide.com, LoopNet, MNCAR/Xceligent and others
- Distribute property information to Coldwell Banker Commercial affiliates and external professionals
- Enter property into Teamwork PM our project management tool which includes timelines, documents, and a list of all pertinent parties involved in each transaction
- Send announcement of closed transaction

5195 - 142nd Avenue NW

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

JEFF LAFAVRE

SENIOR PARTNER

BACKGROUND

Jeff and his partner, Bill Ostlund, purchased Coldwell Banker Commercial Griffin in September 2011. Jeff focuses his time around serving clients and managing teams for CBC Griffin's corporate and investment clients.

Jeff began his commercial real estate career in 1989 with the Trammell Crow Company. In 1994 he co-founded the Northmarq Corporate Services Division and helped build this division until 2004. From 2004 to 2009 Jeff was Managing Principal of the Minnesota operations for Colliers Turley Martin Tucker, now Cassidy Turley.

Jeff has an MBA with a finance concentration from the University of Minnesota, Carlson School of Management. He has also earned the Certified Commercial Real Estate (CCIM) certification, the Master of Corporate Real Estate (MCR) certification and the Society of Office and Industrial Realtors (SIOR) designation which recognizes the top ten percent of all commercial real estate brokers.

Honors & Accomplishments:

- Current board member and 2009 President of the Minnesota Commercial Property Exchange
- 2008 Award Recipient of Business Journal's Best Places to Work as Managing Principal of Colliers Turley Martin Tucker (Cassidy Turley)
- 2001 Eagle Award recipient of United Properties/Northmarq that annually recognizes the top employee within the company
- 2002 Minnesota Business Journal 40 Under 40 award recipient
- Lead developer for Blue Cross and Blue Shield of Minnesota corporate headquarters and awarded the best mid-size build-to-suit building in the Twin Cities by NAIOP

Current/Past Community Involvement:

- Greater Minneapolis YMCA General Board Member
- Cedar Valley Church Board Member
- Coldwell Banker Commercial Advisory Board Member
- MNCAR Exchange Board Member

Current/Past Clients:

- AmeriPride
- Blue Cross and Blue Shield of MN
- City of Minneapolis
- Imation Corporation
- OSI Physical Therapy
- Travelers Insurance
- Xcel Energy

PRIMARY SPECIALTIES

TENANT REPRESENTATION

CORPORATE ADVISORY

INVESTMENT ADVISORY



JEFF LAFAVRE, CCIM, MCR, SIOR

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jlafavre@cbcgriffin.com

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

ROBERT BAYER, MBA, CPA

VICE PRESIDENT—SPECIAL ASSET SOLUTIONS



ROBERT BAYER

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BACKGROUND

Robert Bayer, MBA & CPA is a results-oriented professional with an extensive background in court-appointed receiverships, operational turnarounds, loan workouts and troubled asset resolution.

Prior to joining Coldwell Banker Commercial Griffin Companies as Vice President of Special Asset Solutions, Mr. Bayer co-founded Management Resolutions, LLC which provided a customized strategy for handling both operational and real estate troubled assets.

Mr. Bayer has been involved in 98 receiverships in the last four years, including: multi-unit apartment complexes, industrial buildings, retail strip centers, and special use buildings. He has also led operational receiverships and turnarounds of manufacturing and medical device companies.

Mr. Bayer has managed and participated in strategic planning for multi-unit restaurant organizations, manufacturing companies, convenience stores, printing companies and financial service industries. Mr. Bayer also has expertise in crisis management, leadership, team-building, turn around management, cash flow optimization and customer profitability analysis.

Mr. Bayer holds a Masters Degree in Business Administration from Metropolitan State University, and a Bachelors Degree in Accounting from Metropolitan State University. He is an active CPA, a member of the American Institute of Certified Public Accountants and the Minnesota Society of Certified Public Accountants.

PRIMARY SPECIALTY

SPECIAL ASSET SOLUTIONS, RETAIL, MULTI-FAMILY

LONN LINEKER
ASSOCIATE

BACKGROUND

Lonn joined the Coldwell Banker Commercial Griffin Companies team as a maintenance technician in 2011. Over the next two years he gained an eye for cosmetic and mechanical building issues and honed his problem solving skills. Lonn became very interested in the commercial real estate business and the opportunity for success. He quickly obtained his Minnesota State Real Estate License and immediately transitioned into a tenant/ landlord representative role and is a part of the Special Assets Solutions team at CBC Griffin Companies. Today Lonn is gaining expertise in office and retail in the northeast metro. He continues to be a leader in customer service, providing accurate and detailed information regarding real estate and advising his clients in short and long-term real estate related decisions.

Prior to employment with CBC Griffin Companies Lonn Lineker spent fourteen years in the automotive industry. He has done everything from vehicle reconditioning, auto repair, service advisory, customer service, sales and management.

Lonn is an avid outdoorsman. He has a wife and three energetic boys, and loves to entertain guests.



LONN LINEKER

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llineker@cbcgriffin.com

PRIMARY SPECIALTY

OFFICE

RETAIL

ABOUT COLDWELL BANKER COMMERCIAL GRIFFIN CO.

BACKGROUND

Coldwell Banker Commercial Griffin Companies Griffin Companies, a Minnesota based company, was founded in 1969 as an investment real estate firm and matured to become a full service provider in the 1970's and 1980's. Since 1969, we have provided high quality service to clients throughout the Twin Cities area, and both nationally and internationally through an extensive network of professionals who share our high standards.

Through careful consultation with our clients, we develop unique strategies that serve to enhance their real estate experiences, and to maximize their return on investment.

SERVICES

- Business Brokerage
- Investment Services
- Owner Representation
- Tenant / Buyer Representation
- Development Services
- Acquisition and Disposition Services
- Brokerage and Transaction Management
- Corporate Services
- Market Research and Analysis
- Project Management
- Property Development
- Valuation Services
- Receiverships
- Asset Services
- Tax Appeals
- Space Planning
- Property Management
- Construction Advisory
- Maintenance Services
- Facility Management
- Design and Construction
- Investment Analysis
- Relocation Services

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www.cbcgriffin.com

CLIENTS REPRESENTED

Aramark
Blue Cross and Blue Shield of MN
Capital Resource Credit Consultants
Career Professionals
Central Bank
Chronimed, Inc.
Citogen
City of Minneapolis
Clean Water Action
Control Data
Delta Dental
Deluxe Corporation
Ecolab
Exterior Design Studios
G& K Services
General Mills
Guidant Corporation
Harmon Autoglass
Healtheast
Huntington Learning Centers
Imation Corporation
Jostens, Inc
Land O' Lakes
Lili Salons
Marquette Financial Companies
Marshal & Isley Bank (M&I)
Minnesota Institute of Public Health
Oppenheimer, Wolff & Donnelly
Platinum Group (renewal)
Pohlad Companies
ReNew Community Church
Silicon Graphics, Inc
Sonic Media
Management Solutions
The Toro Company
US Oncology, Inc
Valspar Corporation
Westonka Sports

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

ABOUT COLDWELL BANKER COMMERCIAL

BACKGROUND

A subsidiary of Realogy Corporation, the world's leading real estate franchisor, Coldwell Banker Commercial® (CBC®) is a worldwide leader in the commercial real estate industry. The CBC brand has its roots in the oldest and most respected national real estate brand in the country, which was founded after the San Francisco earthquake of 1906 by Colbert Coldwell, who was later joined by Benjamin Banker.

With a collaborative network of independently owned and operated affiliates, the Coldwell Banker Commercial organization comprises over 220 companies and 2,800 professionals throughout the U.S., as well as internationally. In fact, the CBC organization possesses the largest geographic footprint in today's commercial real estate marketplace.

The success of the CBC organization lies in its striking versatility. The organization deftly combines a powerful national presence with the agility of a regional market innovator. Each CBC affiliate office has the resources and insight to understand its local market and the expertise to convert this knowledge into tangible value for each client. Our professionals stand ready to help clients discover untapped commercial real estate market opportunities and to deliver a range of services designed to add value to their businesses. The CBC organization's skillful professionals and nimble affiliate offices service a wealth of business categories in markets of any size, with clients ranging from established corporations to small businesses to individual investors.

2012 VOLUME	TRANSACTIONS	VALUE
Leases	6,958	$ 1.4 Billion
Sale	5,423	$ 3.2 Billion
Total	**12,602**	**$4.6 Billion**

COLDWELL BANKER COMMERCIAL US LOCATIONS



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CBC ADVANTAGES

The largest domestic footprint in commercial real estate

Over 220 Companies

Nearly 4,000 professionals across the globe

Cutting-edge Property Searching & Listing: cbcworldwide.com with over 16,000 listings,

Industry-leading technologies

Over 16,000 Transactions completed yearly, and increases year over year

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

WHY COLDWELL BANKER COMMERCIAL GRIFFIN

WHY COLDWELL BANKER COMMERCIAL

- Because we have the experience, contacts, and knowledge to help you with the sale / lease of your property.
- We have the resources to get the transaction done in a complete and timely manner.
- We have the technology to provide you with up to date statistics, maps, and demographics, giving you the tools necessary to make an informed decision.
- We form strong client relationships from our hard work, our loyalty, confidentiality and trustworthiness. We put the needs and the best interests of the clients first.
- We have done extensive work in the Twin Cities and surrounding areas.
- We utilize a marketing platform that was built for the successful marketing of your property
- The Coldwell Banker Commercial organization has the largest domestic footprint in commercial real estate with over 220 Companies and early 2,800 professionals across the globe
- Cutting-edge Property Searching & Listing: cbcworldwide.com with nearly 16,000 property listings
- The Coldwell Banker Commercial organization completes over 12,000 Transactions yearly, and increases year over year
- We are part of Realogy, which has a wealth of knowledge from these brands: Oncor International, Coldwell Banker, ERA, Century 21, NRT, Sotheby's, Better Holmes & Gardens, Cartus, and Title Resource Group

5195 - 142nd Avenue NW



*Property totals based on search results for all sale and lease listings on national public websites in June 2008.

Companies could have more listings on regional/local websites and number of listings can change each month.

COLDWELL BANKER COMMERCIAL GRIFFIN COMPANIES

CONTACT INFORMATION

FOR MORE INFORMATION, PLEASE CONTACT:

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5195 - 142nd Avenue NW

COLDWELL BANKER COMMERCIAL
GRIFFIN COMPANIES

City of Ramsey, MN

7550 Sunwood Drive NW, Ramsey, MN 55303

Presented To:
Kurt Ulrich, City Administrator
Patrick Brama, Assistant to the City Administrator

Presented By:
Frank Jermusek
Northco Real Estate Services
President
952.820.1615
fjermusek@Northco.com

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City of Ramsey, MN

7550 Sunwood Drive NW, Ramsey, MN 55303

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4 – Conflict of Interest Disclosure

5 – Good Standing Confirmation

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northco | brokerage

November 26, 2013

City of Ramsey, MN
City Clerk's Office
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Real Estate Brokerage Services

To Whom It May Concern:

This letter and enclosed proposal are to express Northco's interest and qualifications in being the City of Ramsey's preferred real estate broker.

Northco is one of the state's largest full-service commercial real estate firms. Originally established in 1975, we provide a staff of over 25 professionals with extensive industry experience, advanced market knowledge and a thorough understanding of the complexities associated with real estate/business transactions. We have specialists in office, industrial, retail, land, multifamily, golf courses, hospitality and investment properties.

In reviewing the request for proposal package we see that the City has a variety of real estate needs of land development, brokerage services (selling of buildings), leasing of current space and overall real estate planning. Each of these areas requires specialized knowledge and experience. Northco is specifically situated to manage and excel at each of these niches.

One of the unique differentiators of our proposal and plan to service the City of Ramsey will be our team approach. For this long-term project we will be designating a six person team within the company to ensure the City's needs are being fully met. This team has a combined real estate experience of over 50 years. In addition to real estate knowledge, the team has specialized knowledge in real estate and contract law, finance and accounting and marketing and social media. All of these knowledge points are critical to the entire process of selling and developing the City of Ramsey's real estate.

In the following proposal you will find information on the backgrounds of all team members, our history of success working in all areas of commercial real estate, marketing examples and focus on communication with clients.

Best regards,

Frank A. Jermusek, President

Enclosures

Northco Real Estate Services
5353 Wayzata Blvd, Suite 650 St. Louis Park, Minnesota 55416 Ph: 952.820.1600 – Fax: 952.820.1620
Independently Owned and Operated

Company Profile



www.northco.com

Northco is one of the state's largest full-service commercial real estate firms with a significant regional presence. Originally established in 1975, we provide a staff of professionals with extensive industry experience, advanced market knowledge throughout the region and a thorough understanding of the complexities associated with real estate/business transactions. The staff is comprised of multiple lawyers, graduates, MBA, CCIM and other top professional affiliations so our clients are assured they are getting the best in the industry.

Our five professionally staffed divisions - Brokerage, Property & Asset Management, Construction Management, Investment, Golf & Hospitality - work together to take any transaction from concept to completion serving individuals, corporations institutions, and municipalities. We have specialists in office, industrial, retail, land, multifamily, golf courses, hospitality and investment properties.

The reputation of Northco in the Twin Cities community has been built over a nearly 40 year period. As an owner and co-investor in many real estate projects in the Twin Cities we are well known, trusted and respected by our clients and competitors. Our long history of success is based on our total commitment to building relationships and putting our clients' interests first. We focus on creative, strategic, long-term planning, and then tailor the services we deliver to meet your requirements.

In addition to our local expertise, Northco has built a vast network of relationships nationally providing our clients a single point of contact, to serve the multi-market needs of our clients. We have processes and systems that allow the transaction to flow similarly every time.

INTEGRATED SERVICES

Property & Asset Management

- 24/7 Emergency Staffing
- On-Site Management
- Accounting & Financial Reporting
- Vendor Management
- Lease Administration
- Property Tax Protest
- Receiverships

Construction Management

- General Contracting Services
- Owner Representation
- Land Development
- Predesign Budget/Schedule
- Construction Consultation

Brokerage Services

- Sales & Leasing
- Tenant Representation
- Landlord Representation
- Consulting
- Corporate Services
- Site Assessment
- Market Analysis
- Opinion of Value
- Expert Witness

Golf & Hospitality

- Brokerage
- Management
- Consulting
- Investment
- Food & Beverage

Investment

- Syndication
- Sponsorship
- Private Placement Funds
- Tenant In Common (TIC)
- 1031 Exchanges
- Sale Leasebacks

Company Snapshot

MARKET SPECIALTIES

- Office
- Industrial
- Land
- Retail
- Multifamily
- Investment
- Hospitality/Resorts
- Golf Courses

SIZE

- 30+ Professionals Located in the Twin Cities
- Network/relationships in most major markets in the country

INTEGRATED SERVICES

- Brokerage
- Property & Asset Management
- Investment
- Construction Management
- Golf & Hospitality

VALUE-ADDED SERVICES

Market Research

- Site Selection
- Mapping & Demographics
- Market Trends Reports
- Annual Forecasts
- Sale & Lease Comparables
- Tenant, Owner & Business Databases

Marketing & Creative Services

- Flyers, Brochures
- Photography
- Aerial Photography
- Advertisements
- Postcards/Mailers
- Electronic Marketing
- Signage
- Custom Developed Marketing Materials



OFFICE LOCATION

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www.northco.com

northco™

northco™

GOLF **Hillcrest Golf Club** - St Paul, MN Sold: $4,300,000



Property Highlights: Challenging 18 Hole Course • Pool • Par 72 • Renovated in 2000 • 112 Acres • 18,468 SF Clubhouse • 6,350 Yards From Back Tees • Private Course • Located in the Twin Cities

Deal Highlights: Northco | Golf & Hospitality ("NGH") was able to dispose of the property above asking price with numerous offers presented. This was a very positive result as the group that eventually purchased the course agreed to keep it a private golf course named Hillcrest for a number of years.

RESORT & HOTEL **Four Seasons Resort** - Pembine, WI Sold: Undisclosed Price



Property Highlights: Historic Hotel • Opened in 1905 • 55 All Suite Rooms Offer Modern Amenities • 24,000 SF Clubhouse (2 Floors) • Pro Shop • 9 Holes Golf Course • 193.21 Total Acres • 121.54 Acres Vacant Land Along Menomonie River - Ideal for golf course expansion • 3 Banquet Halls

Deal Highlights: Four Seasons Island Resort was going through significant financial stress during the time of this transaction. With NGH involved the owner and lender were able to get the most out of the project despite the costs associated with bringing this property back to its original splendor.

RESIDENTIAL LAND **Edgwater Estates** - Rogers, MN Sold: 90% Lots Sold



Property Highlights: 30 Lots • 3 Home Styles • Premium Lake Lots • Villa Home Lots • Traditional Home Lots

Deal Highlights: It was decided that the best way to approach this property was to jointly market the land as individual and bulk. Northco had numerous bulk offers but with the sale of individual lots at market prices the owner elected to hold off on a discounted bulk sale. With continued individual lot sales the bank that owns the property was able to make a substantial profit on selling the lots individually.

INDUSTRIAL **Former Twin Cities Mirror & Glass** - Burnsville, MN Sold: $1,950,000



Property Highlights: Industrial/Office • 54,575 SF • 9,000 SF Office • 24' Clear Height

Deal Highlights: This was a two tenant industrial building with Class A office finishes throughout the front. Former tenant vacated upon foreclosure. The buyer intended to occupy both sides with separate business lines. The price was slightly discounted due to the required quick close before year end.

RETAIL **Former Snyder's Drug Store** - Anoka, MN Sold: $550,000



Property Highlights: 11,980 SF • Vacant Since 2007 • Strong Traffic Counts • Excellent Visibility • County Changed Access in 2007 to Right-In Right-Out

Deal Highlights: This was a vacant Snyder's Drug property that was listed by 3 other brokers over the course of it's vacancy. The buyer was a speculative real estate group. By working closely with the bank, Northco marketed the property to a close in a relatively short period of time.

CAR DEALERSHIP **Former Dealership** - Oak Park Heights, MN Sold: Re-Use / Re-Devel with Assemblage



Property Highlights: 18,510 SF Building • 5.77 Acres • Adjacent Parcels for Assemblage for Re-Developement

Deal Highlights: This former dealership property is part of a re-use / re-development project which entailed an assemblage of parcels, traffic staging re-alignment, city/state cooperation, temporary re-use of existing buildings with re-development planning.

FRANK A. JERMUSEK

President



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SPECIALIZATION

Commercial Real Estate
Golf & Hospitality

CLIENT RELATIONSHIPS

- General Electric Pension
- Investor's Real Estate Trust (IRET)
- Northco / Navigator Core Real Estate Fund
- Upland Private Equity
- Capital One Finance
- HNI Corporation
- KIPP Academy
- USDA
- Great Lakes Synergy
- Mutual of Omaha
- Tri-State Hospital Supplies
- Comcast Spotlight
- Wells Fargo
- Western Bank
- Presidium Asset Solutions
- Ogletree Deakins Law Firm
- Kensington Bank
- Arthur J. Gallagher
- Northern Pipeline
- O'Reilly Auto
- Sun Life

CAREER SUMMARY

Frank is one of two principals at Northco Real Estate Services. Frank has served as President and Managing Director since acquiring the company in 2006. In this role he is in charge of all company operations including leading a sophisticated team of professionals specializing in brokerage services, investment, management, consulting and golf & hospitality.

Frank started the first 15 years of his career serving as general manager and controller at Baker Investments which owned parking facilities, office and retail buildings, apartment complexes, timberland, architectural firms, real estate management and development companies, restaurants, retail shops and a newspaper and publishing company.

After leaving Baker Investments Frank joined Leonard, Street and Deinard, a large Minneapolis based law firm. He focused his law practice in the areas of real estate, banking and corporate law. He is still a licensed attorney in the State of Minnesota.

In 2006, Frank acquired the Minneapolis Grubb & Ellis affiliate Northco Real Estate Services. Northco is a full service commercial real estate firm that has been a leader in the Twin Cities market since 1975.

During his career, Frank has worked on thousands of real estate, corporate and golf/hospitality transactions ranging from small local real estate transactions to a $150+ million corporate transaction, all totaling well over $1 billion in transaction volume.

EXPERIENCE

- 2006 – Present: President, Northco Real Estate Services
- 2003 - 2006: Attorney, Leonard Street and Deinard
- 1989-2003: General Manager/Controller, Baker Investments

EDUCATION

- William Mitchell College of Law – Juris Doctor
- University of St. Thomas – Bachelor of Arts – Business
- Minnesota School of Business - Accounting

PROFESSIONAL RECOGNITIONS / AFFILIATIONS

- Licensed Real Estate Broker – MN, WI, SD, ND, IA
- Minnesota and Hennepin County Bar Associations
- Volunteer Lawyers Network

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CAMERON PETERSON

Vice President



5353 Wayzata Blvd
Suite 400
Minneapolis, MN 55416

Phone: 952.820.1688
Fax: 952.516.6020
Cell: 651.216.1258
cpeterson@northco.com

SPECIALIZATION

Brokerage

MAJOR CLIENTS SERVED

- Anchor Bank
- Bowne
- CitiFinancial
- Comcast Spotlight
- Fireside Hearth & Home
- Flash Global Logistics
- Great Lakes Synergy
- Hillcrest Golf Club
- Hyatt Regency Hotel
- ITC Transmission
- KIPP
- Kmart
- Northstar Center
- Play N Trade
- Qwest Telecommunications
- Seasons Market Retail Center
- Stearns Lending
- Tri State Hospital
- Transcend United
- United Rentals
- USDA Federal Milk Market
- Wells Fargo Bank
- Ogletree Deakins Law Firm

CAREER SUMMARY

Cameron Peterson brings in a fresh perspective to the Northco team. Currently, he has closed many commercial deals for office, industrial, retail, golf course, and investment properties. His tech-savvy approach to complex real estate transactions has provided our team with comprehensive services to best serve our clients. Cameron also uses his knowledge of the Twin Cities marketplace to help companies leverage their resources and reduce their financial & business risk.

Six years experience in real estate & the platform at Northco provides Cameron with depth and breadth of expertise to add value for many of our clients.

EXPERIENCE

- Brokerage Associate, Grubb & Ellis | Northco — 2006 – Present
- Annuity Sales, Renaissance Annuity Group — 2006
- Support, Bethel Information Technologies — 2003-2004

EDUCATION

- Bachelor's Degrees in Finance and Marketing, Bethel University, St. Paul, MN

PROFESSIONAL AFFILIATIONS

- Licensed Minnesota Real Estate Agent
- Licensed Wisconsin Real Estate Agent
- International Council of Shopping Centers (ICSC)
- Minnesota Commercial Association of Realtors (MNCAR)
- National Association of Realtors (NAR)

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CHRIS KUBESH

Vice President



5353 Wayzata Blvd
Suite 400
Minneapolis, MN 55416

Phone: 952.820.1668
Fax: 952.516.6003
Cell: 612.242.6443
ckubesh@northco.com

SPECIALIZATION

Brokerage Services/
Research Analysis

MAJOR CLIENTS SERVED

- Wells Fargo
- Western Bank
- M & I Bank
- Kensington Bank
- Bank of Elk River
- Comcast
- FDIC
- USDA
- Presidium Asset Management
- Trimont Asset Management
- Navigator Real Estate Group
- Snap Fitness
- United Rentals
- O'Reilly Auto Parts
- Mitel
- Hillcrest Golf Club
- Golden Eagle Golf Club
- Hudson Golf Course
- Newman Golf Group

CAREER SUMMARY

Chris uses his extensive knowledge of the Twin Cities market and his vast experience in retail sales to provide a unique perspective in commercial real estate transactions. Foreseeing issues of both the client and broker makes Chris a valuable asset to the Northco brokerage team. Currently, he is involved in multiple commercial transactions for retail, office, industrial, and investment properties.

Chris is also a member of the Northco Golf and Hospitality Group, which focuses on the acquisition, disposition, and consulting for golf and resort properties. Chris specializes in various legal, accounting, investment, marketing, and financing activities.

EXPERIENCE

- Vice President, Northco 2012 - Present
- Senior Associate, Northco 2007 – 2012
- Research Analyst, Northco 2007 – Present
- General Manager for Hat Trick Hockey Inc. 1996 – 2008
  a leading Local/Regional Retail Merchandising Company

PROFESSIONAL AFFILIATIONS

- Licensed Minnesota Real Estate Agent
- Licensed Wisconsin Real Estate Agent
- Minnesota Commercial Association of Realtors (MNCAR)
- International Council of Shopping Centers (ICSC)

EDUCATION

- Bachelor of Science in Kinesiology
  University of Minnesota, Twin Cities

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KRISTA JERMUSEK

Senior Associate



5353 Wayzata Blvd
Suite 400
Minneapolis, MN 55416

Phone: 952.820.1618
Fax: 952.516.6027
Cell: 763.458.0385
KJermusek@northco.com

SPECIALIZATION

Brokerage Services / Marketing

MAJOR CLIENTS SERVED

- Wells Fargo
- Western Bank
- Kensington Bank
- Bank of Elk River
- Comcast Spotlight
- Presidium Asset Management
- Trimont Asset Management
- Navigator Real Estate Group
- Hillcrest Golf Club
- Newman Golf Group
- Four Seasons Resort
- Golden Eagle Golf Club
- Black Bear Golf Club
- Izatys Resort
- Superior Shores

CAREER SUMMARY

Krista began her career at Northco several years ago as an intern in the commercial brokerage and marketing departments. Over the years Krista has worked on hundreds of projects in a wide variety of areas including office, retail & industrial leasing, land sales and golf course sales and acquisitions.

Krista is currently a member of the Northco Golf and Hospitality Group, which focuses on the acquisition, disposition, and consulting for golf, resort and hotel properties. In addition, Krista works on a retail and REO team that represents numerous projects across the Twin Cities. Krista has also been trained in numerous marketing programs including InDesign, Photoshop and Illustrator.

EXPERIENCE

- Northco Real Estate Services 2006 – Present
  - Senior Associate [2013 – Present]
  - Brokerage Associate [2011 – 2013]
  - Brokerage Intern / Marketing [2006 – 2011]
- Member of The Big Brother/Big Sister Program 2010 – Present
- University of MN - Department of Psych 2010 – 2011
  - Accounting Specialist

PROFESSIONAL AFFILIATIONS

- Licensed Minnesota Real Estate Agent
- Licensed Wisconsin Real Estate Agent

EDUCATION

- Bachelor of Economics, University of Minnesota, Minneapolis, Minnesota
- Bachelor of Business, Accounting, University of St. Thomas, St. Paul, Minnesota

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JAY DOUGLAS
Brokerage Services



5353 Wayzata Blvd
Suite 400
Minneapolis, MN 55416

Phone: 952.820.1645
Fax: 952.516.6008
Cell: 317.496.5557
jdouglas@northco.com

SPECIALIZATION
Brokerage Services/
Financial Analysis

CAREER SUMMARY

Jay Douglas is the newest member of the Northco Real Estate team and brings a broad range of experiences and business acumen. Jay comes to Northco after successful stints in IT, corporate finance, distribution and banking. Jay has assisted customers in a variety of value-add projects that include voice network evaluation and implementations, bank financing and in-depth financial analysis and modeling. Northco is excited to have Jay on board to provide clients financial guidance and support as well as best utilization of today's technology.

Jay will primarily be working with Northco's Golf and Hospitality group, but will also provide support and seek opportunities in Northco's retail, office and land development groups.

EXPERIENCE

▪ Brokerage Services, Northco	2013 - Present
▪ IT Consultant, Marco/Mitel	2010 - 2013
▪ Owner, Alaun Distributing	2012
▪ Senior Financial Analyst, Best Buy	2009 – 2010
▪ Branch Mgr/Asst VP, National City Bank	2004 - 2008

PROFESSIONAL AFFILIATIONS

- Licensed Minnesota Real Estate Agent
- Licensed Wisconsin Real Estate Agent

EDUCATION

- Bachelor of Arts, Economics Management
  Ohio Wesleyan University, Delaware, OH
- Master Business Administration, Finance Concentration
  Indiana University, Kelley School of Business, Indianapolis, IN

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ANGELA M. JERMUSEK

Marketing Director



5353 Wayzata Blvd
Suite 400
Minneapolis, MN 55416-1340

Phone: 952-820-1681
Fax: 952-516-6017
Cell: 612-385-5542
ajermusek@northco.com

SPECIALIZATION

Marketing / Brokerage

CAREER SUMMARY

At Northco, Angela delivers comprehensive marketing solutions and creative services to our clients. She provides professional layout, design, copywriting, printing and production services to suit individual client and property needs. In addition, Angela works closely with brokers and our golf & hospitality group to develop strategic marketing plans to target prospective end users through advertising, direct mail, and public relations. She strives to ensure that the company maintains its competitive edge by utilizing the latest graphic design software and providing professional, value-added marketing services.

Prior to full-time work at Northco, Angela spent 18 years raising 3 children and volunteering at numerous organizations and schools including: St. Stephen's, Andover schools, and Hill Murray. Angela also worked part-time for the Anoka School District.

Angela has also earned her real estate license in Minnesota and Wisconsin.

EXPERIENCE

- 2006 – Present: Marketing / Brokerage, Grubb & Ellis | Northco
- 2006 - 2009: Administration, Anoka School DIstrict

EDUCATION

- Hennepin Technical College – Graphics Design
- University of St. Thomas – Business
- Minnesota School of Business - Stenography

PROFESSIONAL RECOGNITIONS / AFFILIATIONS

- Licensed Real Estate Agent – MN, WI
- MNCAR

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Marketing Plan

City of Ramsey, MN

Northco will market the subject property utilizing the following resources and methods, at no additional cost to Owners:

1. Design an electronic brochure to be circulated to:

    a. The following websites and multiple listing services: Loopnet, MNCAR/xceligent, CoStar, and the Northco website.

    b. Northco proprietary data base consisting of real estate brokers, investors, developers, businesses and individuals.

    c. Distribute to our list of thousands of "Hot Buyers" list of people who have been actively searching for golf courses and resorts. Followed by phone calls to target buyers.

2. Design and print brochure/postcard to be circulated by direct mail. The brochure/postcard will be mailed to select contacts and followed up by direct calls.

3. Put together a comprehensive Offering Memorandum which gives a buyer a comprehensive look at the property. This answers most of the buyer's questions before they ask them which speeds up the acquisition process.

4. Assist potential buyers in obtaining required information.

5. Monthly marketing reports will be submitted to Owners.

6. Make oral reports to Owners as needed.

7. Once the property is under contract – work with Owners to close the transaction.

The following individuals will be assigned directly to this project and be the first point of contact for interested parties:

Frank A. Jermusek, President / Cameron Peterson, Vice President / Chris Kubesh, Vice President / Krista Jermusek, Senior Associate / Jay Douglas, Brokerage Services

Northco has the staff time and financial resources available to begin work on this assignment as soon as an agreement is approved by the City of Ramsey.

MONTHLY SALE ACTIVITY LOG

Property Name:

CLIENT CONTACT:
NORTHCO AGENT: JAY DOUGLAS, CHRISTOPHER KUBESH, CAMERON PETERSON, KRISTA JERMUSEK, FRANK JERMUSEK

Marketing Summary Sheet

DATE	ACTIVITY
Ongoing	LISTED ON LOOPNET
Ongoing	LISTED ON MNCAR
Ongoing	LISTED ON COSTAR

Please detail above any and all marketing efforts (i.e. cold calls, flyers, broker open houses etc.)

Prospect Summary Sheet

PROSPECTIVE BUYER AND/OR BROKER/CONTACT	DATE	RESULTS/COMMENTS	STATUS CODE
Joe Donut Shop	[Example]	Requested further information – sent offering package LOI Submitted - $__.00 psf for __ Acres	1 4

Please indicate above the current status of any prospects.

STATUS CODES:		
1. First Contact	2. Tour	3. Proposal Pending
4. Letter of Intent	5. Contract Out	6. Sales Agreement Executed

Recommendations

Recommendations On How To Improve Marketability, And/Or Comments

Completed by
Northco Real Estate Services

northco

For Sale

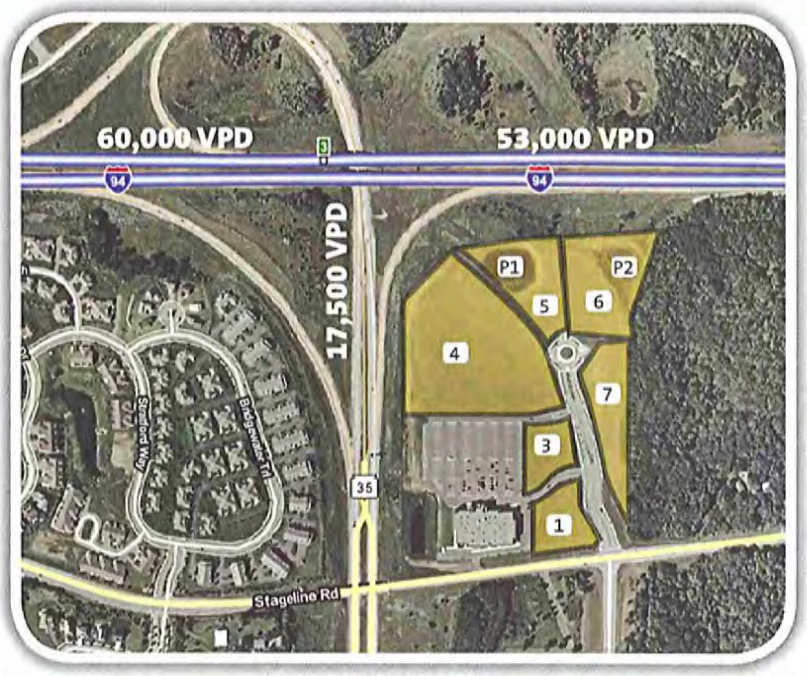
Premier Commercial Sites

Hudson, WI

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SNAPSHOT

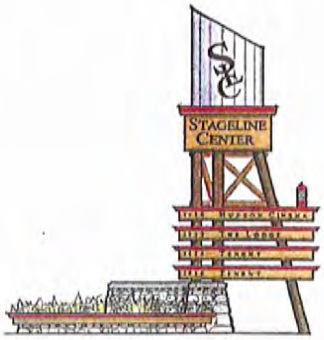
- 18.85 Acres Available For Sale/Lease/Build-To-Suit
- Six Parceled Sites Available With Access Roads Built
- Gas, Electric, Phone & Cable Extended to Each Site
- Great Visibility From I-94 Highway
- Newly Constructed Movie Theater in Operation
- Great Location for
  - Box Retail
  - Proven Restaurant Concepts
  - Hospitality
  - Entertainment
- Project Monument Signs Planned on I-94 & US 35



STAGELINE CENTER



CEC HUDSON THEATRE 12
In Operation - Excellent Attendance





IMPROVEMENTS IN PLACE


northco
READY TO BUILD
952.820.1600
READY TO BUILD
952.820.1600


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READY TO BUILD
952.820.1600
www.northco.com

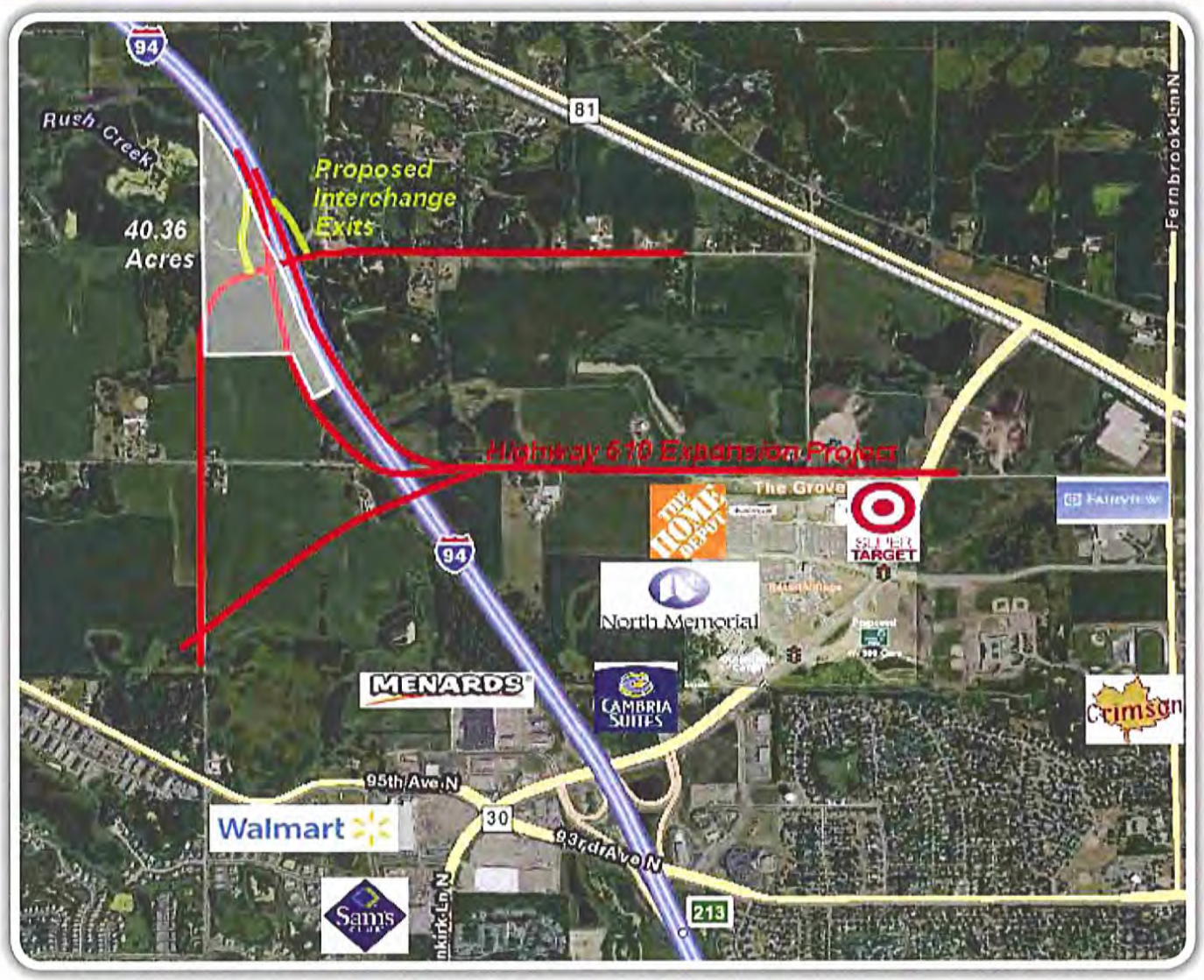
For Sale

Ideally Located - 40.36 Acres Raw Land

Maple Grove, MN

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Asking Price: $4,900,000



Snapshot

- 40.36 Acres Raw Land
- Proposed Exit On I-94 Along With New 610 Expansion To Bring Extreme Amounts Of Traffic Flow To The Development
- Ideal For New Mixed Use Development
- Dynamic Retail Area With Virtually Every Major Retailer Present
- Connected To The Area's Medical Community
- 95% Of The Homes Owner Occupied Extremely Low Housing Vacancy
- Maple Grove Residents Have An Average Of $107,000 In Disposable Income

GRUBB & ELLIS

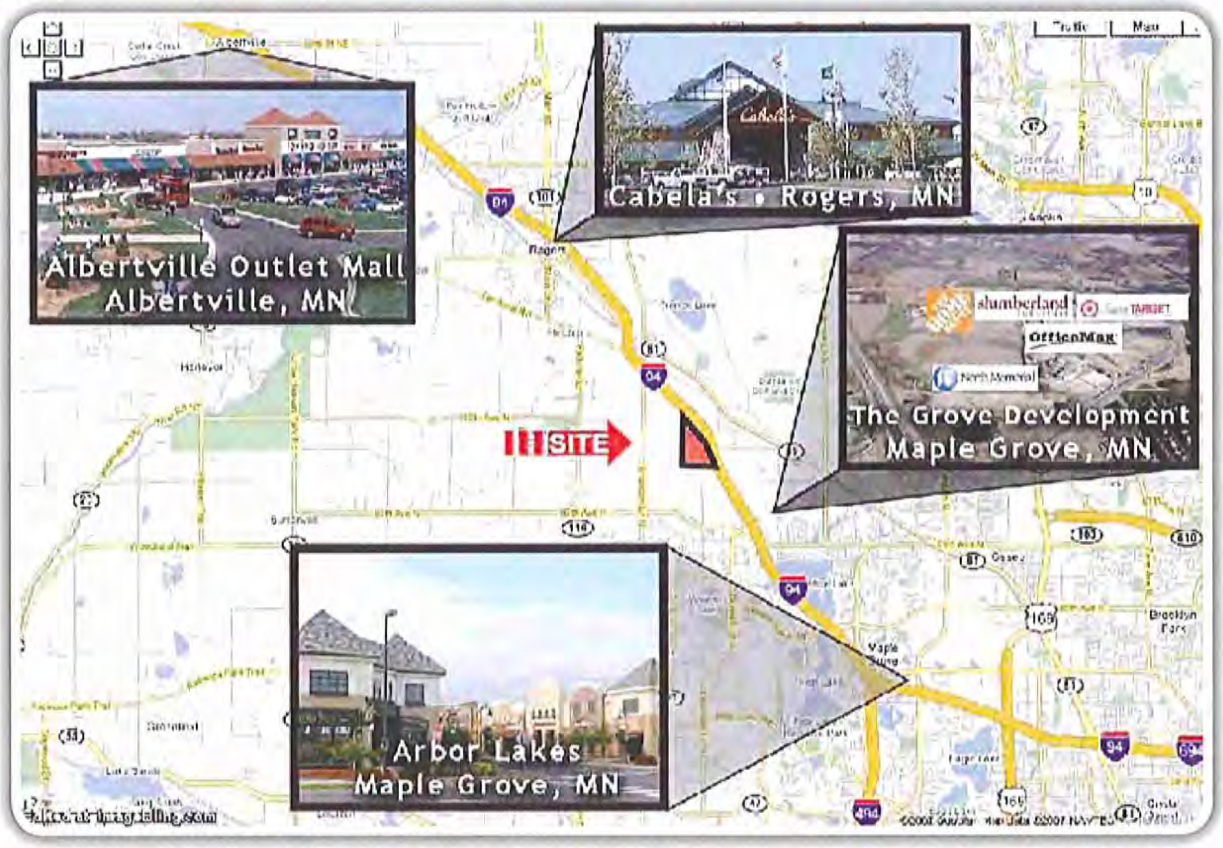
For Sale

Ideally Located - 40.36 Acres Raw Land

Maple Grove, MN

northco | brokerage

Asking Price: $4,900,000



Area Demographics

	3 miles radius	7 miles radius	10 miles radius
2010 Population			
Total Population	26,371	147,901	391,347
Male Population	49.4%	49.5%	49.3%
Female Population	50.6%	50.5%	50.7%
Median Age	35.3	35.6	35.8
2010 Income			
Median HH Income	$104,586	$91,713	$81,428
Per Capita Income	$41,855	$38,642	$36,040
Average HH Income	$120,393	$107,375	$97,407
2010 Households			
Total Households	9,076	52,951	143,978
Average Household Size	2.90	2.78	2.69
2010 Housing			
Owner Occupied Housing Units	93.0%	82.2%	76.1%
Renter Occupied Housing Units	4.5%	14.5%	20.4%
Vacant Housing Units	2.5%	3.3%	3.5%
Population			
1990 Population	13,042	96,323	284,101
2000 Population	21,632	125,131	349,567
2010 Population	26,371	147,901	391,347
2015 Population	28,586	156,645	407,921
1990-2000 Annual Rate	5.19%	2.66%	2.1%
2000-2010 Annual Rate	1.95%	1.64%	1.11%
2010-2015 Annual Rate	1.63%	1.16%	0.83%

For more information please contact:

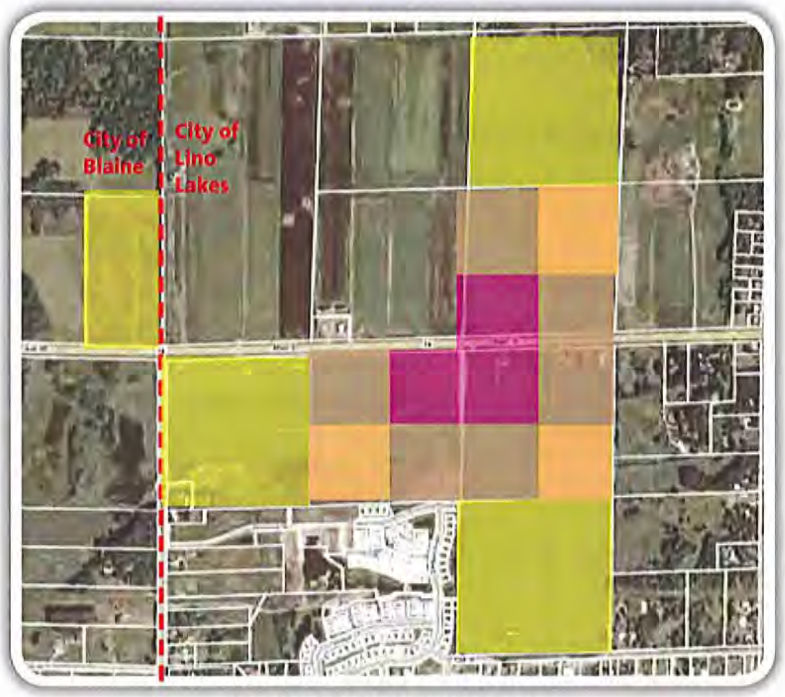
Chris Kubesh
Senior Associate
952.820.1668
ckubesh@northco.com

Dick Allendorf
Senior Vice President
952.820.1656
rallendorf@northco.com

GRUBB & ELLIS

The inforation contained herein was obtained from sources believed reliable; however, Grubb Ellis Compay makes no guarantees, waranties or representations as to the completeness or accuracy thereof. The presentation of this property is submitted subject to errors, omissions, change of prie or conditions prior to sale or conditions prior to sale or lease, or withdrawl without notice.

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Guided Future Land Use

- Mixed Use
- Low Density Residential
- Medium Density Residential
- High Density Residential

Lino Lakes / Blaine Land

- Size: 258.792 Acres
- Currently Zoned Rural
- Great Area With Adjacent Residential & Commercial Development
- Currently Used As A Sod Farm
- Available Documents
  -Phase I & II
  -Wetland Delineation Report
  -Survey and Topographic Report
- School Districts: Centennial, Anoka Hennepin (Blaine HS), Forest Lake

The Site is located near Interstate 35 West & Lexington Ave, a rapidly developing suburb of the Twin Cities metro area. Minutes from both Minneapolis & St. Paul urban sprawl made the outer ring suburbs Lino Lakes & Blaine two of the most desirable locations. With adjacent successful residential developments this large tract of land is prime for development.

Asking Price: $16,906,725 ($1.50 PSF)

Northco Residential Development Team:

- **Frank Jermusek** | *President* | fjermusek@northco.com | 952.820.1615
- **Dick Allendorf** | *Senior vice President* | rallendorf@northco.com | 952.820.1656
- **Chris Kubesh** | *Senior Associate* | ckubesh@northco.com | 952.820.1668

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Northco Real Estate Services

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Featured Residential Development Opportunities



Willow River Bluffs - New Richmond, WI

- Phase 1
  -43 Lots: *Ready To Be Built, All Utilities To The Site, Curb Cuts*
- Approximately 70 Acres
  - 25 Acres Excess Land
  - 23 Acres Wetland
- City Sewer & Water
- Located Blocks From
  - Downtown New Richmond
  - New Richmnond Golf Course &
  - Westfield Hospital
- New Richmond School District
- Easy Access to Highway 64

Asking Price: $1,172,500

Whispering Prairie - New Richmond, WI

- 99 Lots: Ready To Be Built, All Utilities To The Site, Curb Cuts
  - 48 Fully Improved Lots
  - 51 Partially Improved Lots
  - 34 Acres Of Excess Land: ~Plotted Phase 2 & 3
- City Sewer & Water
- 58.75 ± Acres
- Existing Neighborhood
- New Richmond School District
- Easy Access to Highway 64

Asking Price: $786,000





Fox Run - New Richmond, WI

- 143 Lots: *Ready To Be Built, All Utilities To The Site, Curb Cuts*
  - 64 Fully Improved Lots
  - 79 Partially Improved Lots
- City Sewer & Water
- Approximately 100 Acres
- Existing Neighborhood With 49 Homes
- New Richmond School District
- Easy Access to Highway 64

Asking Price: $1,686,000

Grubb & Ellis | Northco | 5353 Wayzata Blvd | Suite 400 | Minneapolis, MN 55416-1340 | **www.northco.com**

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Nordwall Estates - Baldwin Township, MN

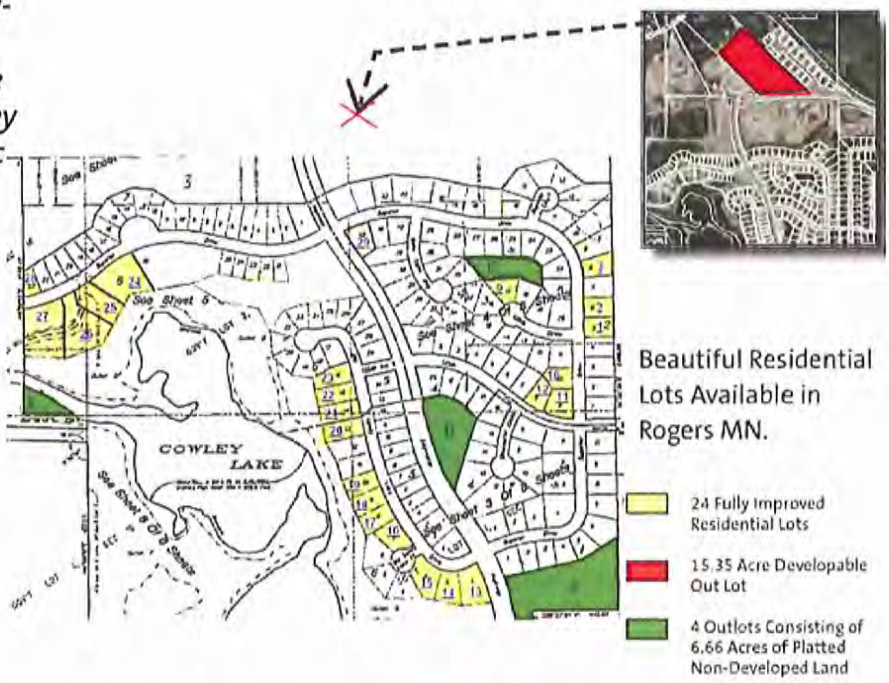
- 27 Improved Residential Lots
  -Remaining Phase II Lots
- 17 Approved Residential Lots
  -Phase 3 Raw Land
- Large Wooded Lots
- Park-Like Setting
  -Numerous Walking Trails
  -Future Man-Made Lake
- Few Short Miles to:
  -Sand Dunes State Forest
  -Sherburne Wildlife Refuge
- Walking Distance to Fairway Shores Golf Course
- Just North of Zimmerman
- Aggressively Priced For a Quick Sale
- Great Opportunity For:
  -Owner / User
  -Investor
  -Development

Asking Price: Negotiable



Edgewater Subdivision - Rogers, MN

Edgewater provides a great family-friendly area, with beautifully designed homes. Coupled with the nearby parks and bordering Cowley Lake, there is no shortage of scenic outdoors to enjoy.
The Rogers community itself hosts a vast selection of retail, entertainment, and recreational options, and is a fast growing area of northern Hennepin County.



http://edgewatermn.ning.com

Asking Price: Negotiable

Grubb & Ellis | Northco | 5353 Wayzata Blvd | Suite 400 | Minneapolis, MN 55416-1340 | **www.northco.com**

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GRUBB & ELLIS.
Northco Real Estate Services

EXCLUSIVE LISTING AGREEMENT

THIS EXCLUSIVE LISTING AGREEMENT (the "Agreement"), dated _____, 2013, is by and between Northco Real Estate Services, LLC, a Minnesota limited liability company ("Northco") and _____ a _____ ("Owner"). Owner is desirous that Northco act as the exclusive listing broker to sell Owner's property ("Property") located at, _____. The Property consists of a building of approximately _____ square feet and approximately _____acres of land.

Owner hereby hires Northco as Owner's exclusive listing agent, to market the Property for sale and Northco hereby accepts such appointment. The Term of this Agreement shall be for a period of twelve (12) months commencing on the date of this Agreement and terminating twelve (12) months from the date of this agreement ("Term").

Northco hereby agrees to immediately commence and diligently pursue the execution of marketing programs towards the sale of the Property. Northco shall use reasonable commercial efforts to procure a buyer for the Property and to assist Owner in the negotiation of the sale of the Property. Northco shall keep Owner advised as to the status of the marketing program. The Property shall be offered for sale with an initial list price of $_____and upon the minimum sale terms and conditions of an all cash transaction. Such terms shall be subject to modification at any time or from time to time as Owner shall agree to, in writing.

NOTICE: THE COMMISSION RATE FOR THE SALE, LEASE, RENTAL OR MANAGEMENT OF REAL PROPERTY SHALL BE DETERMINED BETWEEN EACH INDIVIDUAL BROKER AND ITS CLIENT.

It is further agreed as follows:

1. Owner will refer all inquiries pertaining to the Property to _____ (the "Selling Brokers") during the term of this Agreement and Northco will diligently market, promote and make proposals to all such referrals as deemed appropriate by Northco in furtherance of its duties hereunder.

2. In the event of a sale of all or a portion of the Property during the Term of this Agreement, or any override period, Owner shall pay Northco a commission of five percent (5%) of the Gross Sale Price of the Property. In the event the ultimate buyer of any part of the Property utilizes a licensed real estate broker other than the Selling Brokers (the "Cooperating Broker"), the foregoing commissions shall be increased by one percentage point (1%), and Northco shall be responsible for paying any Cooperating Broker's share out of Northco's commission. Nothing herein shall be read or interpreted to create any rights in any Cooperating Broker in or to any commission. Any such agreement must be separately agreed to in writing. "Gross sale price" shall mean the total value of all consideration paid by, or to be paid by, the purchaser of the Property, including, but not limited to cash, notes, contracts, services, incentives, rebates, refunds, cash equivalents, or any other form or manner of consideration.

3. The parties specifically agree that Owner is not obligated to pay, nor is Northco entitled to receive, any commission unless and until the sale of all or any portion of the Property is closed. Further, Owner shall have the discretion to accept or reject any and all offers received during the term of this Agreement, and shall be under no obligation to Northco to accept any offer presented or any offer which would entitle Northco to a commission.

4. If Owner grants an option to purchase the Property, Owner shall pay Northco a sales commission in the percentage provided herein based on the price paid for the option and for any extensions thereof. This commission shall be paid upon receipt by Seller of any such payments. In the event such option is exercised, whether during the term of this Agreement, or thereafter, Seller shall also pay Northco a sales commission on the gross sales price of the Property in accordance with the provisions herein. Notwithstanding the foregoing, to the extent that all or part of the price paid for the option or any extension thereof is applied to the sales price of

the Property, then any commission previously paid by Owner to Northco on account of such option payments shall be credited against the commission payable to Northco on account of the exercise of the option.

5. Owner shall pay Northco its commission for any transaction, if within one hundred eighty (180) days after the termination or expiration of this Agreement, Owner sells or agrees to sell all or any portion of the Property, or commences and thereafter continues discussions leading to a sale of all or any portion of the Property, to any third person who previously made an affirmative showing of interest in the Property during the Term of this Agreement by responding to advertising, by contacting Northco or who had been physically shown the Property by Northco, its salesperson, or a cooperating broker. It is understood that Northco shall not seek to enforce collection of a commission under this Paragraph 5 unless the name of such third person is on a written list given to Owner within 72 hours after the termination or expiration of this Agreement.

6. The terms of this Agreement shall survive and be enforceable after termination of the Agreement.

7. This Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties. No amendment, modification or extension of this Agreement shall be valid or binding unless made in writing and signed by both Owner and Northco.

8. This contract shall be governed by the laws of the State of Minnesota.

9. Nothing in this Agreement shall create or be deemed or construed to create a joint venture or partnership between or among Northco and Owner. This Agreement shall not be deemed at any time to create an ownership interest of Northco in the Property or any improvements thereon.

10. In addition to all remedies otherwise provided in this Agreement, each party hereto shall be entitled to all remedies available at law or in equity for any breach of, or failure of the other party to perform, any obligations under this Agreement. In the event suit is brought to enforce or interpret all or any portion of this Agreement, the prevailing party shall be entitled to recover all costs and expenses incurred by it in connection therewith, including its reasonable attorney's fees and costs.

_____

NORTHCO REAL ESTATE SERVICES, LLC

_____

_____

Frank A. Jermusek, President

By: _____

Its: _____

northco | brokerage

November 26, 2013

City of Ramsey, MN
City Clerk's Office
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Real Estate Broker Services – CONFLICT OF INTEREST

To Whom It May Concern:

Northco has NO known conflicts of interest that would interfere with our ability to exercise independent /objective judgment in the best interest of the City of Ramsey.

Northco Real Estate Services
5353 Wayzata Blvd, Suite 650 St. Louis Park, Minnesota 55416 Ph: 952.820.1600 – Fax: 952.820.1620
Independently Owned and Operated

northco | brokerage

November 26, 2013

City of Ramsey, MN
City Clerk's Office
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Real Estate Broker Services – GOOD STANDING

To Whom It May Concern:

Northco Real Estate Services is a Minnesota LLC that is in full compliance and good standing with Federal, State, County and Local units of Government.

Northco Real Estate Services
5353 Wayzata Blvd, Suite 650 St. Louis Park, Minnesota 55416 Ph: 952.820.1600 – Fax: 952.820.1620
Independently Owned and Operated

REAL ESTATE BROKER SERVICES PROPOSAL

Purpose

This document comprises the response by American Dream Realty Midwest, Inc., to the Request For Qualifications (RFQ) 2.0 statement that "The City of Ramsey is seeking proposals from real estate brokers/firms to sell real property located within the corporate limits of Ramsey," Minnesota.

This proposal is respectfully submitted to:

City Clerk
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

November 27, 2013

Scope

The provisions of this proposal apply to real estate brokerage services offered to the City of Ramsey by:

American Dream Realty Midwest, Inc.
4146 145th Lane NW
Andover, MN 55304

Email: AmericanDreamRealtyInc@comcast.net

Mobile / Text: (651) 210-9006
Office: (651) 459-5000
Fax: (651) 967-0490

Web: www.AmericanDreamRealtyMN.com

1. Cover Letter

DATE: November 27, 2013

TO: City of Ramsey, Minnesota

American Dream Realty Midwest, Inc. (dba "American Dream Realty, Inc."), is eager to propose its services to the City of Ramsey because our team members live in the Anoka County and adjoining areas, and we have strong personal interests in making the area as strong and vibrant as it can be.

Effective use of real property as an asset to the City is a fundamental cornerstone of thriving businesses, homes, and supporting infrastructure.

We have a unique combination of real estate experience and business development acumen coupled with technological savvy to manage the multitudes of "projects" that will be handled as a result of the future real estate transactions.

Our focus will be to benefit the City of Ramsey--and its future residents and businesses--such that the City can best serve all its constituents.

We will do this with a core team from American Dream Realty (4 licensed real estate agents and 2 assistants) that is further supported by a network of professionals serving the real estate markets.

We already have excellent relationships with other realtors, a title company, a variety of mortgage providers, inspectors, well and septic providers, and look forward to working closely with City employees who look at properties from a public service perspective.

Sincerely,



Sheri L. Hanson / Broker & Owner
American Dream Realty, Inc.

2. Background

American Dream Realty Midwest, Inc. is owned and operated by broker Sheri Hanson.

Sheri has been a real estate agent for 25 years, and a broker for 20 of those years. American Dream Realty Midwest, Inc. has been in business since July 2003.

Throughout this time, Ms. Hanson has been involved in a myriad of activities that revolve around Residential and Commercial real property:

- Marketing & Sales
- Leasing – Independent contractor for Leasing companies for over 7 years
- Appraising – 6 years, Minnesota Residential
- New Construction – 5 years, owned an owner-built construction company
- Land Sales
- Business Management and Accounting

The American Dream Team

The core team of real estate professionals that currently comprises the company includes:

Sheri Hanson

- Licensed Real Estate Broker / Owner
- Member of the National Association of Realtors for 25 years
- Finance: Contract For Deed Specialist
- Leasing Specialist

Leanna Griffin

- Licensed Real Estate Agent: Listings, Sales, Short Sales
- PMP - Project Management Professional
- Data Analytics Specialist

Cindy Hawkins

- Licensed Real Estate Agent: Listing Specialist

Craig Locher

- Licensed Real Estate Agent: Buyer's and Commercial Specialist

Sheryl Nichols

- Real Estate Assistant / Office Administration

Kim Reno

- Licensed Real Estate Assistant / Leasing Specialist

We rely on frequent communication among the team, and use of current collaborative technologies, including our task-tracking system.

Support Network

The core team is supported by close working relationships with a variety of experts in their field. While we do not intend to limit our interactions to the people on this list, please see Appendix A for the network of support vendors who have worked well with us over the years.

Additional Resources

If additional real estate professionals are needed to support a surge in the sales of properties for the City of Ramsey, we have the necessary contacts within the community to meet the increased requirements.

Available Marketing Methods

Multiple Listing Service / Residential and Commercial

Networking through other Realtors

Broker's Open House

Print Advertising

Direct Mailing

Signage on Property

Web Marketing

- Realtor.com
- Zillow.com
- Truilia.com
- Postlets.com
- Craigslist

Market Research Capabilities

MLS market analysis data

Realist Reports: in-depth data on historical real property transactions and county records permit generation of exceptionally detailed search results and summaries.

Ability to Reach Regional / National Marketplace

American Dream Realty, Inc. is a Member of National Association of Realtors for Nationwide data collection for up to the minute accurate market analysis.

Unique Services and Capabilities

Project Management

We use an online task-oriented system to track details of all the activities being managed by American Dream Realty.

We use it to track leads, initial property preparation activities, and the actual "project" that occurs between signing of a purchase agreement and closing.

It is based on an online system found at www.wrike.com, and we have tailored the system to reflect collections of procedures / checklists / tasks that support real estate activities.

This system is deliberately simple; because our experience is that anything complicated simply does not get used. The web interface is reasonably intuitive to use, and the handheld integration (with Android and iPhone) is not perfect, it is better than the four other systems we benchmarked.

It creates a daily task list for each named user that shows the assigned tasks, updates may be sent via e-mail or entered directly into the online task.

We are happy to offer up to 3 named user ID's to the City of Ramsey, with coaching on how the system is used by American Dream Realty.

If they wish to participate, we can add our current buyer-agent(s) as "Collaborators" on a project, and they will receive updates.

A handy feature is that it will export an Excel spreadsheet of summary information, and we have had good success using that as a collection of discussion points for review meetings. We e-mail it out in advance of a meeting, and the recipient does not have to know anything about our system to appreciate the list.

Leasing Opportunities

In special cases, the City may prefer to lease out a property until the timing is optimal for a sale. American Dream Realty, Inc. has extensive property management experience, including management of lease contracts for both Commercial and Residential properties.

Consultation

We provide consultation to sellers on property improvements that increase the value of the property, resulting in a higher selling price. A decision is made by comparing an "As-Is" value versus an "Improved" value.

3. Fee Schedule / Term

Commission Fees

All fees for real estate services are paid through commission fees at the time of closing.

Residential Property Fee Structure

Total Broker Compensation:	5.0% of property sales price
Buyer Broker Compensation:	3.0%
Leasing Compensation:	1/12th of annual lease amount

Commercial Property Fee Structure

Total Broker Compensation:	5.0% of property sales price
Buyer Broker Compensation:	3.0%
Leasing Compensation:	1/12th of annual lease amount

Carry-Over Compensation

From the RFQ: "The City of Ramsey is seeking a relationship in which no "carry-over" compensation is required. Meaning, when the proposed contract for real estate services is terminated, compensation fees would no longer be required."

American Dream Realty agrees with the spirit of this requirement, but in the event there are future expenses expressly tied with servicing the City of Ramsey real estate sales needs, we reserve the right to negotiate such expenses with the City as the need arises.

Example: We use an online task-oriented system to track details of all the projects (real estate transactions) being managed by American Dream Realty. The City of Ramsey may wish to have additional software seats assigned. We would simply bill the City for any additional charges from our vendor, but those charges may extend beyond the termination of our contract for real estate services. For example, if the City pays for a year's license in advance, then our contract is terminated, there would be no refund to the City.

Contract Term

Minimum Term Contract

Since we expect a learning curve with respect to integrating our real estate processes with the City of Ramsey procedures and documentation requirements, American Dream Realty requests a minimum 12-month term with automatic 6-month extensions if the City does not explicitly cancel the existing contract.

Cancellation of the real estate services contract by either side would require a minimum of 60 day notice.

NOTE: This term length may require further negotiation, because the City of Ramsey may have legal contract terms that we do not know about until we exchange further dialogue.

Early Termination Provisions

Any purchase agreements currently in progress will be permitted to close with our brokerage as the listing entity.

Any agreements negotiated separately will remain in force.

Other Fees / Compensation

Broker Administration Fee

There will be no additional broker administration fees charged to the City of Ramsey.

Special Projects

From the RFQ: "the City may call upon the selected broker for support on special projects/additional services. Additional fees for said special projects will be negotiated at that time of request."

American Dream Realty agrees with this approach to funding special projects.

4. Conflict of Interest

At this time, American Dream Realty, Inc. has no conflict of interest in the City of Ramsey. If a conflict of interest develops in the future, it will be specifically disclosed in the listing contract or offer to purchase, and our contact at the City will be notified.

American Dream Realty, Inc., and its team members have no known other side interests that conflict with selling real estate for the City of Ramsey. However, we disclose the following:

- Member of Beyond the Yellow Ribbon in Anoka County, Minnesota
- Family Member that is a Police Officer in Blaine, a nearby community
- Our preferred sign post installation company is located in Ramsey

5. Good Standing

American Dream Realty Midwest, Inc. has all its tax returns filed and does not owe any back taxes.

Corporate registration with the State of Minnesota shows:

- Business Type: Business Corporation (Domestic)
- Status: Active / In Good Standing

Scope of Services

The RFQ provides an explicit set of expectations as copied here as items A. through G. We reply with additional information below each category.

A. Work with (and advise) the City on strategies for marketing, pricing and the sale of City owned properties.

> American Dream Realty uses professional real estate databases and tools for market analysis. This analysis indicates the best price ranges that will appeal to buyers, and marketing will be tailored to the target buyer segments.
>
> We will always provide for each property:
>
> - Comparative Market Analysis (CMA)
> - Net Sheet estimating profit to the City of Ramsey
>
> Consultation
>
> We provide consultation to sellers on property improvements that increase the value of the property, resulting in a higher selling price. A decision is made by comparing an "As-Is" value versus an "Improved" value.

B. Develop, distribute, list, and maintain real estate marketing materials and related information.

> American Dream Realty typically generates marketing materials that will be tailored to the target buyer segments by our on-staff Project Manager.

C. Conduct basic market analysis for City owned properties available for sale.

> American Dream Realty uses professional real estate databases and tools for market analysis. This analysis indicates the best price ranges that will appeal to buyers, and marketing will be tailored to the target buyer segments.

D. Manage relationships with prospect buyers—including: responding to inquiries, showing property, answering questions for prospects, conducting negotiations, managing real estate transactions.

> American Dream Realty uses a task management system to track leads, initial property preparation activities, and the actual "project" that occurs between signing of a purchase agreement and closing.
>
> Property showings are managed through the online booking system (known as "Book A Showing") provided via the Northstar MLS system.

E. Analyze offers from potential buyers and provide recommendations to the City Council.

> American Dream Realty minimally provides a bi-weekly summary of project activities, which includes status on current listings and new / updated offers.

F. Provide regular activity updates:

Verbally, to the City's development team, minimum twice per month

In writing, to the City Council, minimum once per quarter

> We prefer to be actively engaged with a primary point of contact from the City of Ramsey. We believe that frequent communication is imperative for keeping all stakeholders with a common understanding. We do not expect to have in-depth weekly meetings unless there is a significant project moving through the process that demands extra scrutiny.
>
> As part of our service, we will provide access to our project management system for up to 3 named individuals. These primary users typically receive immediate e-mail updates as tasks are added, annotated, or completed. They may also directly access the system and enter tasks, descriptions, and comments.
>
> However, we find that busy people usually prefer to receive top-level summaries, and thus our system has the ability to export an Excel spreadsheet that is handy for review and discussion.

G. Handle all other customary real estate broker activities and services.

> American Dream Realty provides these typical broker services:
>
> - Sales and Marketing
> - Leasing

Excluded from Scope of Services

Unless separately negotiated, American Dream Realty will not provide

- Development management services
- Re-branding services
- In-depth market analysis reports beyond those ordinarily provided by real estate brokers
- Engineering services
- Website management
- Strategic/master planning or creation of advanced marketing materials beyond those ordinarily provided by real estate brokers

Appendix A. Support Network

The core team is supported by close working relationships with a variety of experts in their field. While we do not intend to limit our interactions to the people on this list, these vendors who have worked well with us over the years.

Closing / Title

- Regis Title

Mortgage

- American Mortgage and Equity Consultants

Signage

- Continental Post Services

Inspector

- Innerspec Home Inspections

Septic Design / Soil Testing

- Tradewell Soil Testing

Water / Well: Testing, Inspection, Repair, Installation

- E.H. Renner & Sons
- Torgerson Well
- Mork Well Company

Septic: Testing, Inspection, Repair, Installation

- Northside Septic Service
- Mork Well Company

PREMIER
COMMERCIAL
PROPERTIES

A Real Estate Services Company
6897 139th Lane NW
Ramsey, MN 55303
763.862.2005 Office
763.862.1925 Fax

November 26, 2013

Mr. Patrick Brama
City Of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

RE: Real Estate Services Proposal

Thank you for your request for real estate brokerage services to include the sale of city owned property within the city limits on a fee for sale (commission) basis. Premier Commercial Properties, Inc would like to offer our services and engage in the brokerage / sale of such city owned property.

Background:

Premier Commercial Properties has been engaged in the sale of land, industrial, retail, multi-family and office properties for over 15 years. Based in Ramsey, and located on Highway 10, Premier Commercial Properties has listed and sold several commercial properties within the City of Ramsey. Premier specializes in the sale and lease of commercial properties located in the north metro and more specifically Anoka County where we have developed a strong following and significant market share in both leasing and sale assignments.

- Minneapolis / St. Paul Business Journal honored Premier with a Top Commercial Real Estate Brokerage Award ranking it one of the top 20 brokerages in the entire Twin Cities area.
- Co-Star Group has acknowledged and awarded Premier with the coveted "Power Broker" award several years running
- Premier was recently awarded the Five Star overall satisfaction award (only 7% of Brokers in the Twin Cities) from the Twin Cities Business Magazine.
- Twin Cities Business Magazine also announced Premier was nominated for the coveted Award of Excellence by the National Association of Industrial and Office

Properties (NAIOP) for the development and construction of the 85,000 square foot Blaine Medical Building.

Recognition such as this has helped Premier grow and build an excellent reputation among of clients, as well as, other commercial real estate Brokers. Our staff of three agents and four seasoned Brokers is complimented by accounting and property management services throughout the Twin City metro area.

Fee Schedule:

Premier would propose to work on a commission basis only whereby Premier would earn a commission when, and only when, a property has been sold and closed. The Brokerage commissions would be paid to Premier at Closing on a property by property basis.

Premier's fee for land sales is always negotiable, however, we would like to operate at a 7% sales commission splitting any co-brokerage transaction.

Contract Term:

Due to the time and effort this project would require, and given the generally long transaction process for commercial product sales, Premier would ask for a 24 month listing, with provisions that would allow for a six month out for either party should the relationship break down and the respective parties are not visibly honoring the contract.

Other Fee's / Compensation:

Premier would be providing standard brokerage services for standard brokerage fees as discussed earlier. This would include twice a month briefings to staff and city council support on an as needed basis.

Any specific or special projects would have to be negotiated on a project by project basis. Any specific research projects or in-depth market studies would also have to be paid on a case by case basis as projects become more specifically defined.

Conflicts of Interest:

Please note being selected as an agent for the City of Ramsey would be a privilege, however, Premier would continue to solicit other Ramsey business and land owners for the sale and brokerage of their commercial properties during the term of any contract. We are not aware of any other potential conflicts of interest.

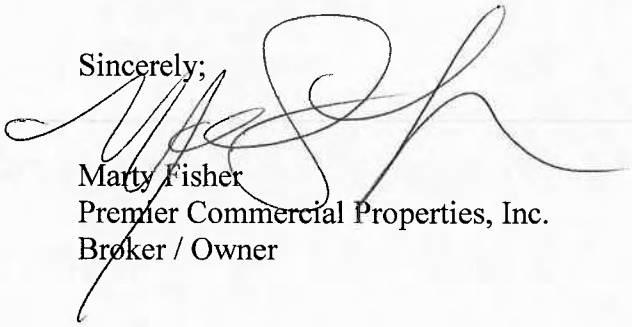
Good Standing:

To the best of our knowledge Premier Commercial Properties, Inc is in good standing with all units of government.

Thank you for the opportunity to provide you this brief proposal in response to your request for Real Estate Brokerage Services dated 9/30/2013.

If you require additional information or have any additional questions, please contact Marty Fisher at 763-862-2005

Sincerely;



Marty Fisher
Premier Commercial Properties, Inc.
Broker / Owner

City Of Ramsey Marketing Proposal

Edina Realty would like to submit our proposal for the opportunity to become the City of Ramsey Real Estate Firm/Agent.

Our Mission: Our ultimate goal is to increase the number of sales, and to remove some of the peaks and valleys, to create a more constant and predictable number of sales each year.

Our Objective: Our objective is to aid, assist, and promote the growth and expansion of Residential, Commercial, Retail, and Industrial development in the City of Ramsey.

Company History

Since 1955, Edina Realty has been a trusted Real Estate firm in your market place. Today, Edina Realty is one of the nation's largest real estate companies with more than 60 real estate offices, throughout Minnesota, and Wisconsin, and with more than 2,100 sales associates, Edina Realty has been the leading Home seller the last 13 consecutive years.

Edina Realty's family of companies includes Edina Realty Home Services, Edina Realty Title, and Edina Realty Mortgage. Edina Realty has annual sales of more than $7.9 billion. Edina Realty's unprecedented growth testifies to the strength of our associates and sales offices.

Experience You Can Trust

Edina Realty Home Services was founded on a strong emphasis on ethics and service. "Honesty, integrity and commitment, these three things will ensure our success." These principles and strict standard of quality and service live on today. We've earned a reputation as a leader in the industry - one customer and one sale at a time.

An Era of One-Stop Shopping: Moving Beyond the Sale™

Edina Realty Home Services is more than just buying and selling Real Estate. Our products and services go Beyond the Sale™.

Today, Edina Realty, along with our sponsors, offers one-stop shopping for products and services for the entire Real estate ownership cycle. Whether you need help buying; selling; financing; moving and relocating; renting; improving, maintaining or furnishing your home; Edina Realty is there!

The company started down the road of providing one-stop shopping by adding Mortgage services in 1983 and Title and closing services in 1986.

Since then, we have partnered with leading regional retailers and service providers to offer a number products and services designed to enhance your overall buying, selling and ownership experience. By choosing Edina Realty, you have access to the latest in technology and the following products and services:

Edina Realty Mortgage

Residential Real Estate Service

Commercial Real Estate Services

Edina Realty New Home and Development Services

Edina Realty Relocation

Edina Realty Title Services

Multiple Listing Service

Edinarealty.com

HomeDocs™-Electronic Filing cabinet

Showing Time™-Showing feedback for Sellers

Sell My Property Services- Seller Update tool

Virtual Property Tour

Home Warranty Services

Edina Realty Insurance

Exceptional Properties

Recreation and Lakeshore Properties

* Realtors are Independent Contractors and this proposal is not binding on any other Edina Realty Sale Associates proposal if any.

Market Leader for the Past 13 Years

For the 13th consecutive year, Edina Realty was the number one real estate firm in the Minnesota and western Wisconsin marketplace.

Leader in Closed Transactions

- Edina Realty had 40% more closed transactions than our next closest competitor (Coldwell Banker Burnet).
- Nearly 22,000 transactions in 2012*

Leader in New Listings Taken

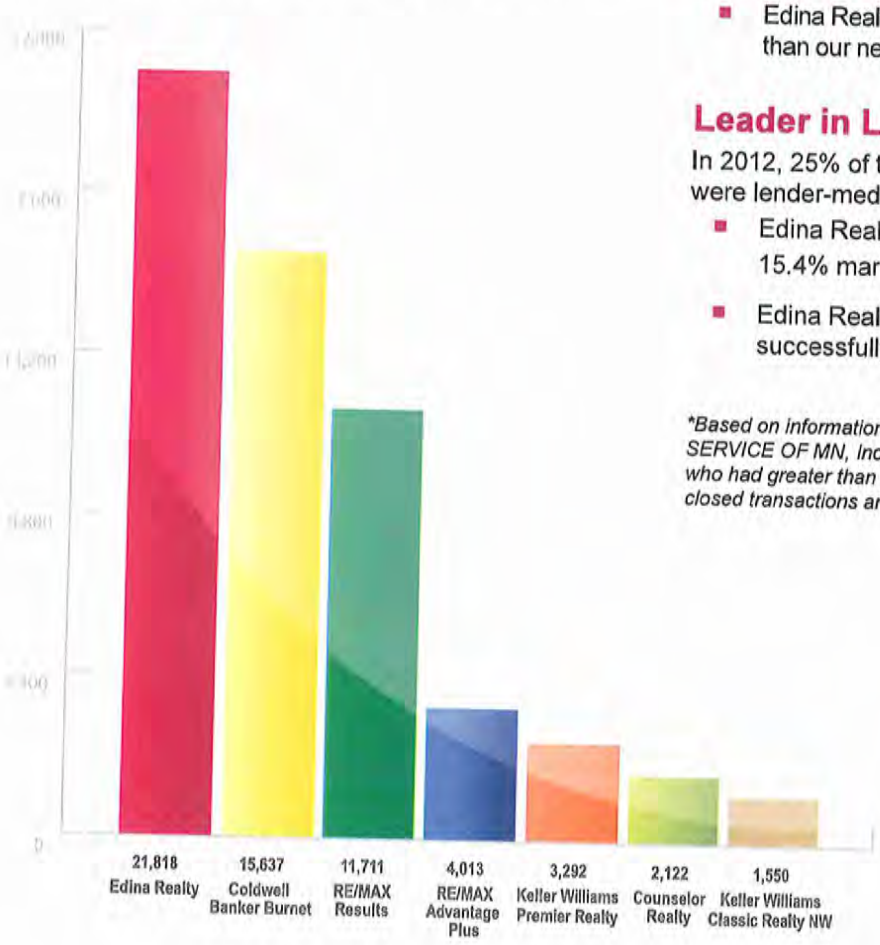
- Edina Realty listed 13,995 properties in 2012*, 30% more than our next closest competitor (Coldwell Banker Burnet).

Leader in Lender-Mediated Transactions

In 2012, 25% of the transactions handled by Edina Realty were lender-mediated, short sales or lender-owned.

- Edina Realty leads the lender-mediated market with 15.4% market share.
- Edina Realty has the experience and track record to successfully market and close complex transactions!

**Based on information from the REGIONAL MULTIPLE LISTING SERVICE OF MN, Inc. for 13-county metro area for 2012 and for brokers who had greater than 1 percent market share. This report is based on closed transactions and is deemed reliable but not guaranteed.*



The edge you need.

Edina Realty

a Berkshire Hathaway affiliate

Edina Realty Relocation

Local Experts with a Global Reach

Relocation is an important part of our business at Edina Realty. That's why we've teamed up with more than 600 premier real estate firms that comprise Leading Real Estate Companies of the World™ (LeadingRE).

LeadingRE is the largest network of independent real estate brokers serving the United States and Canada. Not only will you work with the best real estate professionals in North America, you'll also appreciate the many special services and discounts this relationship offers.

A Powerful Network

- 500 Premier real estate firms
- 4,600 offices and 140,000 associates worldwide
- Serving 30 countries

Available Services

- National/international brokers and agents
- Mortgage
- Title
- Insurance
- Van line discounts
- Rental
- Community profiles with school information

Transferring Corporations*

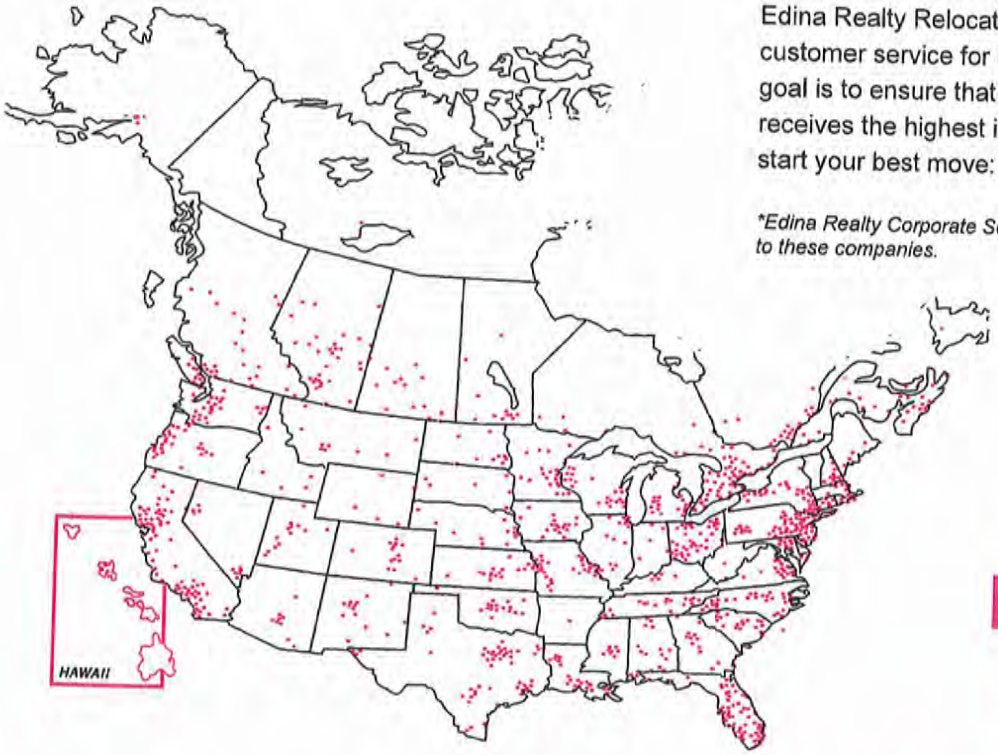
Below are just some of the companies who've taken advantage of our relocation-qualified agents and professional services:

- 3M
- Best Buy
- Cargill
- General Mills
- Home Depot
- Medtronic
- State Farm
- Target
- United Healthcare
- US Bancorp

Your Best Move

Edina Realty Relocation provides expertise and superior customer service for local, national or global moves. Our goal is to ensure that every Edina Realty Relocation client receives the highest in quality services. Call us today to start your best move: 1.800.328.4344.

**Edina Realty Corporate Services is not the exclusive provider of services to these companies.*



LEADING REAL ESTATE COMPANIES of THE WORLD®

Edina Realty | Corporate Services

The edge you need.

Edina Realty

a Berkshire Hathaway affiliate

Local Expertise, National Presence



Edina Realty Is Proud to be a HomeServices of America, Inc.™ Company

HomeServices, owned by MidAmerican Energy Holdings Company, a Berkshire Hathaway affiliate, is the second-largest full-service residential real estate brokerage firm and the largest settlement services provider in the U.S. By choosing Edina Realty, you get the dual benefit of our local knowledge and expertise as well as the backing of a company with a strong national presence.

Integrated Real Estate Services

Based in Minneapolis, Minnesota, HomeServices specializes in delivering brokerage, mortgage, title and closing, property and casualty insurance, home warranties and other homeownership services. During 2009, HomeServices' associates facilitated more than $42 billion in residential real estate sales and closed nearly $4 billion in home mortgages.

Strength, Stability and Service

Since becoming a MidAmerican affiliate in 1998, HomeServices has grown from 4,000 agents in three markets more than 16,000 agents in 21 states. HomeServices is proud of its family of companies and sales associates because they know and understand the needs of homeowners. Each of its companies has been in existence for an average of more than 60 years and is regarded for its unparalleled service.

HomeServices of America Is a Proud Berkshire Hathaway Affiliate

Berkshire Hathaway was ranked one of the world's most respected companies according to *Fortune's* 2012 ranking.

More information about HomeServices and the locations of its subsidiary companies is available at homeservices.com.

HomeServices of America, Inc.
A Berkshire Hathaway Affiliate

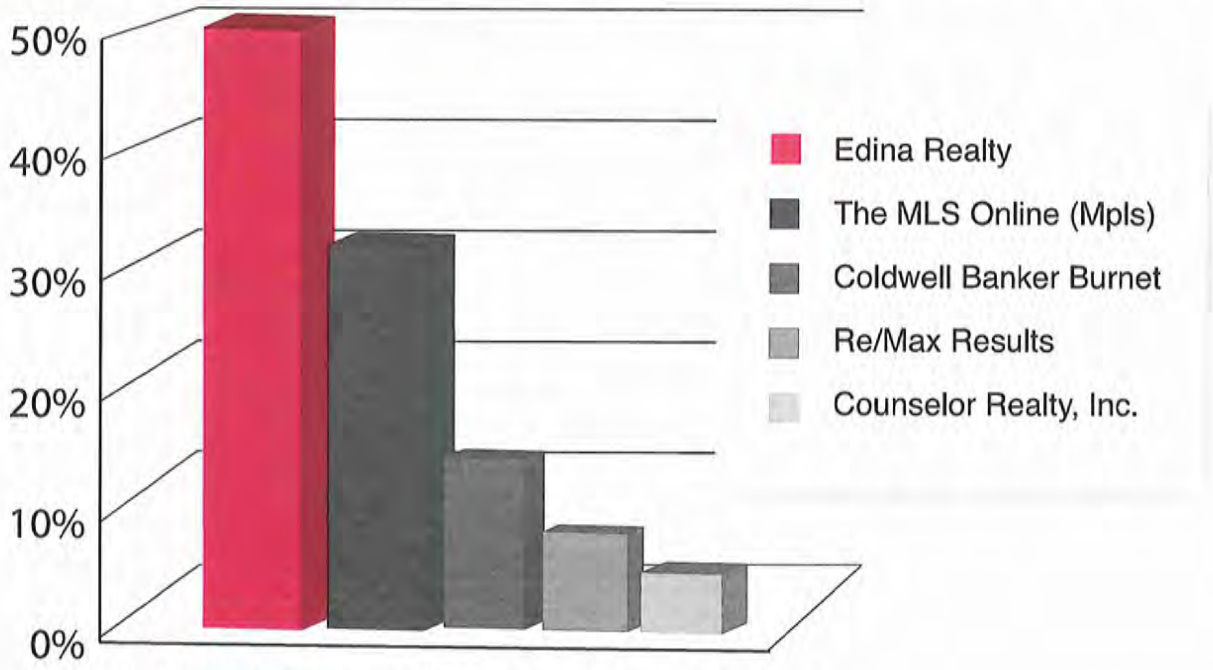
The edge you need.

Edina Realty
a Berkshire Hathaway affiliate

Be on the Website that Attracts More Traffic

Edinarealty.com proves to be the most comprehensive, user-friendly real estate website in the region, averaging over one million total visits each month.

Website Traffic (Visits) - Edina Realty vs. Closest Competitors



*Data based on custom category of competitive sites as defined by Edina Realty. Based on monthly average traffic over the last 12 months.

Source: Experian Hitwise.

The edge you need.

Edina Realty

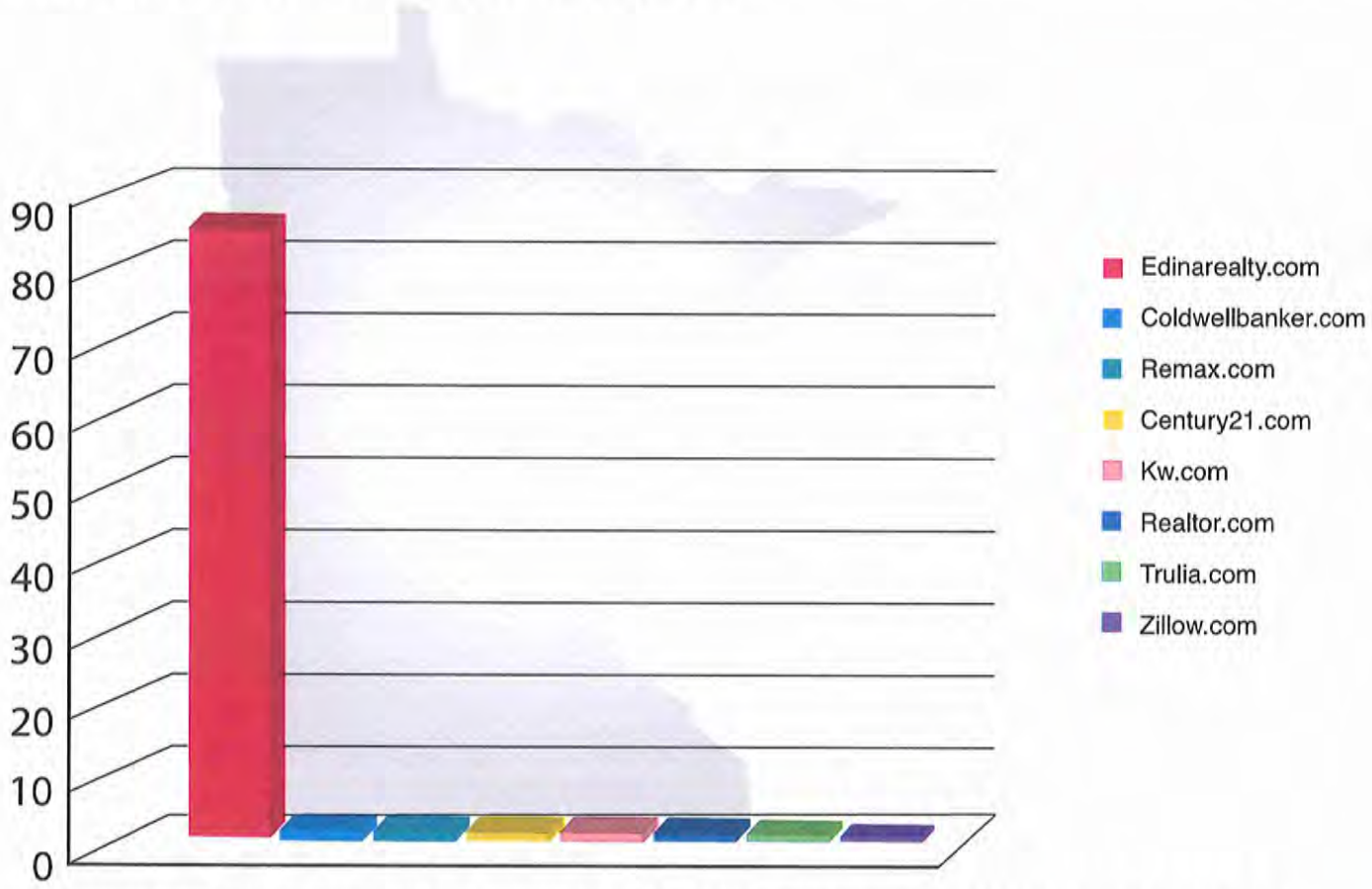
a Berkshire Hathaway affiliate

Edinarealty.com by the numbers: HIGHER PERCENT OF TRAFFIC

Real estate is local.

Eighty-one percent of the traffic to Edinarealty.com comes from our market. Because real estate is local, this means that visitors to Edinarealty.com are more likely to be interested in your property. The vast majority of traffic to national aggregator** sites, on the other hand, comes from outside our marketplace resulting in a limited number of qualified buyers.

Percent of Site Traffic from Minnesota



**Data based on custom category of competitive sites ranked by U.S. visit share for four rolling weeks ending 2/2/2013. Source: Experian Hitwise*
***Non-real estate broker sites that aggregate REALTOR® listings from participating companies.*

The edge you need.

Edina Realty

a Berkshire Hathaway affiliate

Optimum Exposure For Your Property Where It Matters Most



Selling your home isn't about promoting your property everywhere; it's about promoting your property the correct way in the right places.

When you sell your home with Edina Realty, your listing gets optimum Internet exposure on edinarealty.com – where it matters most. In fact, edinarealty.com has nearly twice as many monthly visits as our three closest market share competitors' sites combined! And because real estate is local, this means that visitors to edinarealty.com are more likely to be interested in your property.

- Edinarealty.com receives a ***higher percentage of visits*** from our marketplace than any other broker or non-broker controlled sites.
- Edinarealty.com generates ***more inquires/contacts*** interested in our properties than any other broker in our market.
- Edinarealty.com has ***a strong national presence.*** Edina Realty invests a large amount of resources in our Internet presence (search engine optimization) to ensure that when consumers – local, national or international – search for properties via a search engine, edinarealty.com appears in the search results.
- Your property listing details will also appear on ***over 4,000 real estate broker sites*** throughout Minnesota and western Wisconsin.

Your Edina Realty agent may also choose to post or share your listing on other websites, including:

- Craigslist
- Facebook
- LinkedIn
- Twitter

*National sites that aggregate REALTOR® listings from participating companies and/or agents are not usually owned or controlled by brokers, nor are they required to abide by the same rules and regulations as brokers.

552 (3/13)

The edge you need.

Edina Realty

a Berkshire Hathaway affiliate

Home search made easy

Apps for iPad, iPhone and Android





Featuring Home Scan

The Home Scan feature uses augmented reality to view nearby homes in real time. This makes researching neighborhoods and finding open houses fun and easy.

Search smarter

Use your device's GPS to find homes for sale, open houses and recently sold homes near you.

Compare favorites

Browse large photos and access full listing information.

Make it yours

Save favorites to your myEdinaRealty account, and share them with your friends via email or your social networks.

Work with me

Ask me a question, or request a showing with me without ever leaving the app.

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Android is a trademark of Google Inc. Use of this trademark is subject to Google Permissions. Portions of this page are reproduced from work created and shared by Google and used according to terms described in the Creative Commons 3.0 Attribution License.

The edge you need.

Edina Realty

a Berkshire Hathaway affiliate

Minnesota's Mandatory Seller Disclosure Law

For many years, sellers in Minnesota voluntarily provided a disclosure statement to buyers of their property and were required to provide disclosures regarding wells, septic systems, underground storage tanks and lead paint. Sellers are now required to provide disclosures on their property.

The Mandatory Seller Disclosure Law applies to transactions involving single family, condo and townhome properties. The law also applies to all sellers, even "For Sale By Owners," investors of rental properties and relocation companies. Some exceptions include new construction, vacant land or multiple unit buildings, such as duplexes.

The Disclosure Statement

Sellers must disclose, to the best of their knowledge, "material facts pertaining to adverse physical conditions of which the seller is aware that could adversely and significantly affect a buyer's use and enjoyment of the property or any intended use of the property of which seller is aware." In addition, if the condition of the property changes between the acceptance of a Purchase Agreement and the date of closing, you must subsequently disclose, in writing, the new information to the buyer. The Seller Disclosure Statement must be available to the buyer prior to the buyer writing a Purchase Agreement.

How You Can Satisfy the Disclosure Requirement

There are three ways you, as the seller, can satisfy the disclosure requirement:

- Complete Edina Realty's Seller Disclosure Statement.
- Provide an inspection report to the buyer that was completed by a qualified third party inspector. (Edina Realty's Home Services Plus™ program can provide this service at an affordable price.) If you choose to provide a third party inspection, you are obligated to review the inspection report and disclose any material defects that are inaccurately reported or omitted in the inspection report.
- You and the buyer can agree in writing to waive your obligation, as the seller, to make disclosures. If this is the option you and the buyer choose, the Purchase Agreement must contain the following disclosure statement: "Buyer and seller hereby agree that the buyer is waiving buyer's right to receive material disclosures from the seller (pursuant to M.S.513.60)."

Again, if the condition of the property changes between the acceptance of a Purchase Agreement and the date of closing, you must subsequently disclose, in writing, the new information to the buyer.

Seller Liability

A seller who fails to disclose any known material defect is liable to the buyer who may bring action against the seller within two years of the date of closing.

The edge you need.

Edina Realty

a Berkshire Hathaway affiliate

Edina Realty Home Warranty Provides Convenience

Whether you are a seller or a buyer, avoid the worry and inconvenience of dealing with unexpected home repairs.* With Edina Realty Home Warranty, you'll get reliable protection backed by exceptional service.

Seller Coverage

Seller coverage is FREE to the seller for up to 12 months when they commit to purchase coverage for the buyer at closing. If the property never closes, the seller owes nothing, even if claims were paid.

Benefits

Coverage while your home is on the market. Mechanical system failures are covered during the listing period for up to one year.

A powerful marketing tool. Your real estate professional will tell you that buyers prefer to buy a house that includes a home warranty. In fact, research shows that 8 out of 10 buyers prefer to buy a warranted home. It's added incentive that gives you the edge and sets your home apart from the competition.



Buyer Coverage

With Edina Realty Home Warranty, your new home will have complete warranty coverage for a full year that begins the day of closing.

Benefits

Peace of Mind. Any time you move into a new home, there can be many expenses to cover. Take comfort in the fact that repairs to a covered system or appliance won't be one of them.

Reliable service, 24-7. You don't have to worry about calling different vendors for estimates and repairs. Just call us. We'll arrange for a diagnosis, choosing from our list of qualified, pre-screened service technicians. Be assured that the convenience of the service is matched by the quality of the repairs.

Valuable protection year after year. The good news is that an Edina Realty Home Warranty protects you from the unexpected. The great news is that the warranty can be renewed annually, so as normal wear and tear takes its toll on mechanical systems and appliances, you'll be protected.

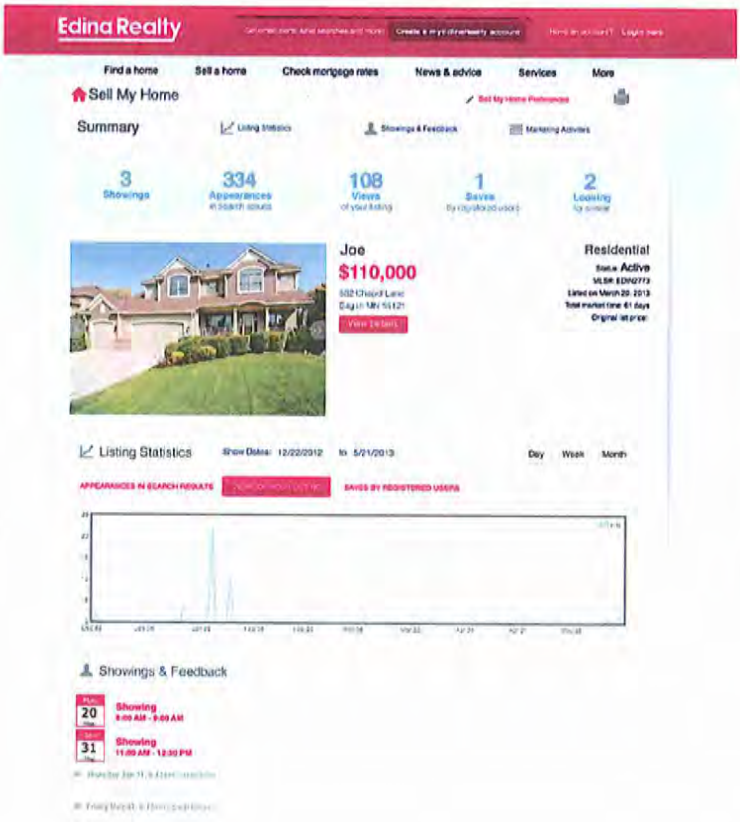
Our Service Guarantee. If we cannot provide a qualified service contractor in a timely manner, we will approve the use of a contractor outside of our service network to ensure convenient, prompt service.

**Subject to terms and conditions*

Edina Realty Warranties

Offered through HSA Home Warranty

Sell My Home
We'll Show You the Numbers



We'll show you the numbers

When you sell your home with Edina Realty, you'll get online access to the latest information on your property's market performance:

- √ How often your property has appeared on edinarealty.com's search results
- √ How many times your property's detailed web page has been viewed
- √ The total number of property showings to prospective buyers
- √ Direct feedback from agents who have viewed your home

Access Sell My Home
After your property has been listed, activate your account by signing into MyEdinaRealty on edinarealty.com.
Note: On your first visit, click "Click here to register" and then "I forgot my password." Your password will be emailed to you.
Contact your agent with any questions.

The edge you need.

Edina Realty
a Berkshire Hathaway affiliate

Closing on Your Home: Full Service to the Last Detail



Before Closing

Agent

- Delivers contract copies to all parties and makes them
- Collects and forwards earnest money
- Coordinates home inspection
- Follows up on all offer contingencies
- Assembles and forwards closing file
- Conducts final walk-through

Buyer

- Obtains a pre-approved mortgage **(strongly recommended)**; provides bank statements, W-2s and paystubs to lender
- Obtains hazard insurance
- Obtains certified funds for closing
- Conducts walk-through inspection of property with agent
- Accesses documents via HomeDocs*

Closing Service

- Orders payoff statement for existing mortgage and liens
- Reviews title commitment for errors and problems
- Works with seller to resolve any title problems
- Coordinates closing date and notifies all parties
- Prepares closing documents and settlement statement
- Sends copies of appropriate documents to all parties and makes them available via HomeDocs*

Mortgage Lender

- Completes loan application; verifies employment,credit and funds to close; file is analyzed andunderwriting decision is given; funds for appraisal and credit report are collected
- Orders appraisal and title work
- Re-verifies funds needed to close
- Sends closing documents and loan proceeds check to lender's closing agent

Title Service

- Orders title research package
- Examines title
- Prepares title commitment and forwards to all parties
- Conducts final tract search

Seller

- Satisfies contingencies
- Resolves any title problems
- Accesses documents via HomeDocs*

*With signed HomeDocs™ addendum. Title and mortgage documents also available when Edina Realty Title and Edina Realty Mortgage are used.

The edge you need.

Edina Realty

a Berkshire Hathaway affiliate

Determining Your Property's Value



A Competitive Market Analysis (CMA) is created to estimate the value of your home – under current market conditions. It's a very time-sensitive report that looks at the attributes of your property, as well as other relevant properties in your area.

Active Listings

The more properties available, the more competition you have for buyers.

Sold Listings

Compare the sale prices of homes with their list prices, and you'll see the strength of the market.

Ultimately, a home's value is determined by the highest agreed-upon price between a buyer and a seller.

Expired Listings

Homes that are priced higher than the market supports often result in few showings and no sale.

Apply CMA data to ensure your property is priced to actively attract buyers, not just sit on the market.

The edge you need.

Edina Realty

a Berkshire Hathaway affiliate

Pricing: How Soon Do You Want to Sell?

If a property is overpriced by even 5 or 10 percent, it will stay on the market longer than others priced closer to fair market value. Your Edina Realty agent can help you price your property correctly from the beginning!

Fair Market Value: The price a property can realistically be sold for, based on sale prices of comparable properties in the same area.



- **Priced High**
- **Fewer potential buyers**
- **Longer time on the market**
- **Requires price reductions to sell**

Ideal Pricing Zone

- **Priced Low**
- **Substantially more potential buyers**
- **Better chance for quick sale**
- **Possibility for multiple offers**

The edge you need.

Edina Realty

a Berkshire Hathaway affiliate

Fee Schedule/Term

The commission fees that will be charged to The City of Ramsey for the marketing and selling of the properties are based on a percentage of sales prices, paid upon successful closings.
Edina Realty is a Full Service marketing company, and would have full discretion and direction of the marketing. The City can offer input, but ultimately Edina Realty would make all final decisions regarding marketing.

Edina Realty fee is 7% on Residential properties

10% on Vacant Land properties

And we use a sliding scale on Commercial properties based on sales price
Example: $1,000,000 or less=7%
$1-2,000,000= 6%
$2,000,000+=5%

****Since the City of Ramsey will be selling multiple properties, Edina Realty will charge 6% for all property sales. ****

Edina Realty would be seeking an Exclusive Right to sell Brokerage agreement
Our **Co-Broker fees** would be negotiated between any Broker Edina Realty decided it might Co-Broker with.
Any compensation received on behalf of **Representing/or Facilitating** on behalf of City of Ramsey on any purchases, would be negotiated by Edina Realty and Cooperating Broker and paid by seller to Edina Realty.

Our Marketing term is a 2 year minimum term.

There will be no upfront fees, or carry over fees.

The Seller would pay all normal and customary title service and closing fees. Edina Realty Title would offer a proposal for all closing and title service fees.
* Realtors are Independent Contractors and this proposal is not binding on any other Edina Realty Sale Associates proposal if any.

Scope of Services

Edina Realty will work with the city of Ramsey on strategies for marketing, pricing and the sale of City owned properties. The marketing company will have all final decision regarding marketing.

Edina Realty will help develop and distribute a list and maintain all marketing materials and related information.

Edina Realty will conduct a basic market analysis for City owned properties for sale.

Edina Realty will manage all relationships with prospective buyers, including responding to inquiries, showing properties, answering questions for prospects, conducting negotiations, managing Real estate Transactions.

Edina Realty will analyze offers from potential buyers and provide to the City Council for recommendations.

Edina Realty will provide regular activity updates verbally to the City of Ramsey development team 2 times per month minimum and electronically 1 time per quarter at a minimum.

Edina Realty will handle customary Real Estate Broker activities and services.

Note: It is not the objective of Edina Realty to provide Development management services, re-branding services, in-depth market analysis reports, engineering services, website management, strategic/master planning of advanced marketing materials, beyond services ordinarily provided.

Conflict of Interest/Good Standing

Edina Realty will not engage in any outside activities that are inconsistent, incompatible, or appear to conflict with our ability to exercise Independent/Objective judgment in the best interest of the City. We will outline any conflicts of interest that may exist for our firm in relation to providing Real Estate Services to the City.

Edina Realty is compliant with Federal, State, County and Local units of Government, which specifically includes good tax payment status and good corporate registration status.

Corporate and tax registration ID: 41-0809124

In Conclusion:

Edina Realty's Marketing will be led by a team of agents designated by the Team Leaders for the specific range of services expected.

The supervision/Team Leaders will be led by:
Jan Hettwer -Dummer Managing Broker of the Anoka Coon Rapids Edina Realty Office
Board of Director, Minnesota Association of Realtors, 2011
"Realtor of the Year", North Metro Realtor's Association, 2008
"Richard Borden Broker Award", North Metro Realtor's Association, 2000
"Distinguished Service Award", North Metro Realtor's Association, 1998
Kevin Miller, Managing Broker of the Blaine Edina Realty Office
1985-Present Continuous Real-Estate Education (over 28 years of Real Estate Experience in Residential, Commercial, New Construction, Brokerage activity.)
* Achieved Broker Designation
* RE/MAX Manager Training program
* Earned General Contractors License, State of Minnesota
* Earned Distinguished REALTOR Designation
* Earned Distinguished GRI Designation (Graduate REALTORS Institute)
* Earned Distinguished CRS Designation (Certified Residential Specialist)
* Earned Distinguished ABR Designation (Accredited Buyer Representative)
* Member of the Builders Association of the Twin Cities (Batc)
* Member Minneapolis Area Association of Realtors (maar)
* Member St. Paul Area Association of Realtors (spaar)

Contact # for Kevin: 763-795-1900 kevinmiller@edinarealty.com
Jan: 763-755-1300 janhettwerdummer@edinarealty.com

* Realtors are Independent Contractors and this proposal is not binding on any other Edina Realty Sale Associates proposal if any.

11/27/2013

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear City of Ramsey,

Arthur Grant Realty is pleased to submit this proposal in response to your request for real estate brokers/firms to sell real property in the City of Ramsey. Arthur Grant Realty is a family owned real estate office in Ramsey with over 72 years of combined real estate sales experience. Our office is combined with 5 real estate agents and 2 office support staff. My entire staff lives and works in Ramsey. We all have a strong interest in the future of Ramsey and to make it a better community to live in.

With the real estate market slowing in recent years, you will need a company who has proven experience and a recognizable, reputable name to sell your properties. Because we live and work in Ramsey, we can offer solid sales experience with an in depth knowledge of our local area.

Arthur Grant Realty's experience, reputation, knowledge and marketing skills make us the best real estate broker you will find in the Ramsey area.

We strongly believe our proposal has been thoroughly outlined and will meet or exceed all of your expectations and requirements. We look forward to the opportunity to meet with you in person to discuss what Arthur Grant Realty can do for the City of Ramsey. Thank you for your consideration and for putting your trust in Arthur Grant Realty.

Sincerely,

J. Johnson

Jeff Johnson
Broker/Owner
Arthur Grant Realty
612-867-6111
Team@ArthurGrantRealty.com
www.ArthurGrantRealty.com

Arthur Grant Realty
14245 Saint Francis Blvd. Unit 103
Ramsey, MN
55303

(PH) 763-427-2727
(Cell) 612-867-6111
(FX) 763-374-9388
www.ArthurGrantRealty.com

11/27/2013

City of Ramsey Real Estate

Prepared for: City of Ramsey

Prepared by: Jeff Johnson
Broker/Owner of Arthur Grant Realty

DESCRIPTION

Hiring Arthur Grant Realty to supply real estate services to the City of Ramsey for the highest possible price in the shortest amount of time.

Proposal Number: 1

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EXECUTIVE SUMMARY

The Objective...

Sell all of the city of Ramsey's real property that is currently available.

- **Need #1:** Work with the city on strategies for marketing, pricing and the sale of city owned properties.
- **Need #2:** Assist the city on market analysis for city owned properties available for sale.
- **Need #3:** Manage relationships with prospect buyers including: responding to inquiries, showings property, negotiations, and managing real estate transactions.
- **Need #4:** Provide activity updates to the city's development team and to the city council.

The Opportunity...

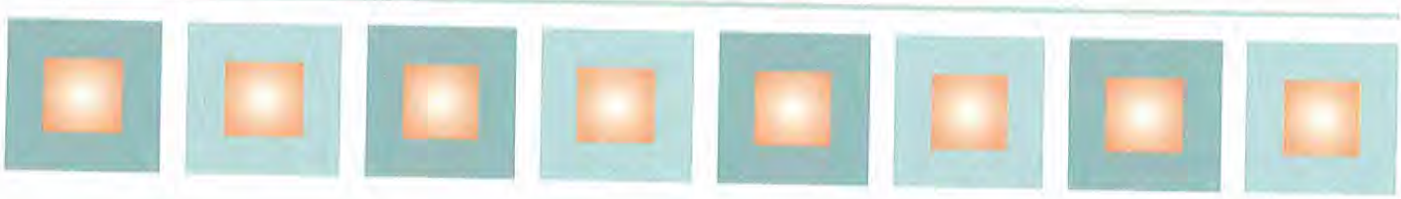
To showcase the City of Ramsey and the available real property.

- **Goal #1:** Achieve market exposure in the area.
- **Goal #2:** Promote the city's real property as coveted real estate in the area.
- **Goal #3:** Establish a marketing presence for potential buyer informational purposes.

The Solution...

Hire the best real estate broker and establish solid marketing.

- **Recommendation #1:** Contract with Arthur Grant Realty.
- **Recommendation #2:** Approve marketing plans for available real property.
- **Recommendation #3:** Have continued communication with Arthur Grant Realty during the sales process of each property.



Background

Arthur Grant Realty provides a full spectrum of real estate services including the sale of land, residential or commercial in the Twin Cities.

Our professionals have been involved with real estate transactions in the Twin Cities with over 72 years of combined real estate experience. Arthur Grant Realty has been an important part of the local community since its inception and continues to serve all of the area's real estate needs.

Our high caliber professionals have extensive experience and knowledge about the local real estate market. They have diverse backgrounds and are dedicated to providing the highest quality service to our clients.

Our office located in Ramsey is fully equipped with an integrated network of the latest technology providing the best information and service for today's fast paced market. We have instant access to all of the regional Multiple Listing Services, Public Record Searches, and other tools and services that our agents need in order to better serve you. We use all the latest in marketing techniques including: marketing listings on multiple websites including realtor.com, email blasts, facebook, print advertising, mailers, and printed material.

In addition to our agents and brokers, we also have two full time staff members to accommodate any and all of your needs. They help coordinate meetings, set schedules, answer your calls if your agent is unavailable, and help to ensure the timely processing and delivery of all your documents.

COST SUMMARY

Marketing Costs		
MLS Listing		$0
Print Materials		$0
Print Publications		$0
Website Listings		$0
Internet Marketing		$0
Total Marketing Costs:		$0
Sales Costs:		
Commission to Arthur Grant Realty	2.5%	
Commission to Arthur Grant Realty	2.5%	
Total Sales Costs:		5%
TOTAL AMOUNT		$0 plus 5% commission

All fees for services will be paid through commission fees at the time of closing. There will be no additional fees collected by Arthur Grant Realty monthly or at closing. Any other requests for work on special projects/additional services will be negotiated at the time of the request. There would not be any carry over fees unless a property is under contract and is being closed after our contract ended.

Contract Terms: Because the city has expressed its desire to not enter into a long-term contract, Arthur Grant Realty would welcome the opportunity to offer a 6-month contract that could be renewed every 6 months by both parties. It is both the City of Ramsey and Arthur Grant Realty's goal to have a long-term positive relationship, but we know that we must earn this partnership.

CONFLICT OF INTEREST AND GOOD STANDING

Conflict of Interest

Arthur Grant Realty is not aware of any conflicts of interest with the City of Ramsey amongst any of its employees.

Good Standing

Arthur Grant Realty is in good standing with all Federal, State, County and local units of government. In addition, Arthur Grant Realty's taxes are paid to date and our corporate registration is also current and in good standing.

MARKETING PLAN

Arthur Grant Realty uses a variety of methods to market our properties. Some of the methods we have used are as follows:

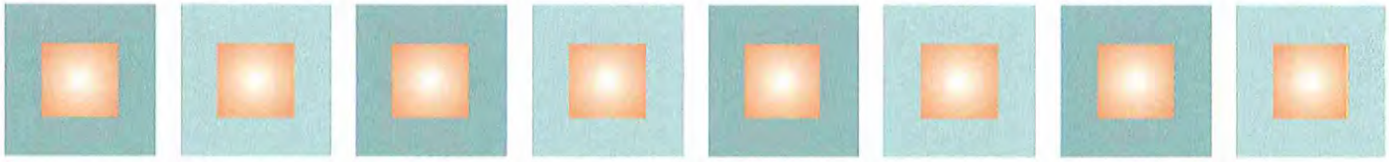
- E-mail Marketing
- Printed Material
- Listed on MLS
- Signs on properties
- Open Houses when it is appropriate
- Flyers to neighbors
- Internet marketing
- Advertising on multiple real estate websites:
    - Arthur Grant Realty.com
    - Realtor.com
    - Social Media: Facebook, Twitter, Google+
    - Yahoo Real Estate
    - Zillow
    - Trulia
    - Local.com
    - Hotpads.com
    - Cooperating Broker Sites (Re/Max, Coldwell Banker Burnet, etc.)

Prior to marketing any of the City of Ramsey's properties, our team of experts would take the opportunity to sit down with the City of Ramsey and go over expectations and goals, so we can market the properties to the best of our ability and to your liking. We feel that good communication is key to a healthy partnership.



Arthur Grant Realty

14245 Saint Francis Blvd. Unit 103
Ramsey, MN 55303
(PH) 763-427-2727
(FX) 763-374-9388
www.ArthurGrantRealty.com



Chris Fritch

1740 116th Ave NW, Coon Rapids, M N 55448
chrisfritch@kw.com

Nov 14, 2013

Patrick Brama
City of Ramsey
7550 Sunwood Dr
Ramsey, MN 55303
763-433-9903
pbrama@ci.ramsey.mn.us

RE: Real Estate Broker

To Patrick Brama

I'm contacting you in regards to the Real Estate Broker proposal to sell real property located within the city of Ramsey. I am very interested in serving as the City's commercial real estate agent. I have been a resident of Ramsey for over 20 years.

My relevant qualifications include my CCIM Designation in Commercial Real Estate. Also of note is my position as Commercial Director for KW Commercial Real Estate in the Coon Rapids market center. In this role, I am responsible for all commercial transactions in this market center. And during my 26 year experience, I have completed numerous transactions including lease and tenant representation, various property and land sales in which have been very successful.
I have the ability to provide extensive and comprehensive research and marketing utilizing tools exclusive to me as a subscriber to CoStar, MnCar, Loopnet, CIMLS, and CCIM among others. I include digital marketing as well as high quality brochures and marketing materials.

With my skill set and proven track record, I can be a very valuable asset to the City of Ramsey.

Thank you in advance for your consideration.

Best Regards,
Chris Fritch
Director KW Commercial
Associate Broker

Summary

I am an expert in Commercial Real Estate sales and tenant representation dedicated to giving clients "First Class" professional service and honest advice, enabling them to make sound financial decisions in the sale and purchase of real estate.

Highlights

Sales presentations
Honest and ethical
National Association of Realtors
Commercial properties specialist
SPAAR Board of Realtors
Negotiations expert
Highly professional

Some of my clients include:

Octane Fitness
Atlas Pet Supply
Kennedy Scales
Partners in Dentistry
Premier Bank
GoWest Commercial
First Regions Bank
First National Bank of Elk River
Liberty Title
American Brightworks
Peoples State Bank

Accomplishments

As the Director for KW Commercial, I joined KW Commercial in 2008 to lead the development and growth of the company's new commercial division. I am a proven leader of character and integrity, and demand excellence as a standard. With more than two decades of real estate experience, I have an excellent record of building successful transactions across Minnesota. Aggressive, disciplined and a highly motivated sales professional, I approach every assignment with the goal of creating 100% client satisfaction. I pride myself in repeat business and referrals. As a director for KW Commercial, I focus on new development, landlord representation, leasing, user sales and investment sales in the Twin Cities. As an active member of the community, I belong to the North Metro and Anoka Chambers of Commerce, St Paul Realtors Association and am a CCIM Designee. I am also actively involved in the Anoka Hockey Program.

Experience

Commercial Director Real Estate Sales
September 2008 to Current
KW Commercial - Coon Rapids, MN

Commercial and Residential Real Estate Sales
May 1988 to September 2008
ReMax Associates Plus - Coon Rapids, MN

Education

CCIM Designation: **Certified Commercial Investment Member**, 2008
CCIM Institute

Graduate of the Real Estate Institute: **GRI**

Certified Residential Specialist: **CRS**

Chris Fritch

1740 116th Ave NW, Coon Rapids, M N 55448
chrisfritch@kw.com

Fee Schedule/Term:
Commission Fees: My required commission fee is 6%.
Broker Administration Fee: required is $399.00 per transaction.
Carry Over Fees: none required.
Contract Term: one year with a yearly renewal option.
Early Termination: none required.
No other fees required at this time but are negotiable upon time of request.

Conflict of Interest: None foreseen.

Good Standing: North Metro Investments, LLC is DBA KW Commercial Real Estate and is compliant with all state and federal tax and registration status.

Per your request, I will:

- work with and advise the City on strategies for marketing, pricing and the sale of City owned properties.
- Develop, distribute, list, and maintain real estate marketing materials.
- Conduct an extensive market analysis for City owned properties that are available for sale.
- Manage all aspects of communications and relationships with prospective buyers.
- Analyze offers from potential buyers and provide recommendations to the City.
- Provide regular updates to the City's development team bi-weekly verbally and in writing to the City Council at least once per quarter.
- Handle any other customary real estate broker activities and services.

Sincerely,
Chris Fritch
Director KW Commercial
Associate Broker
763-746-3996
chrisfritch@kw.com

CHRIS FRITCH, CCIM

Director, KW Commercial
Keller Williams Classic Realty



EDUCATION - BACKGROUND

2008-Ongoing	**2008-Present Day**
CCIM Designee 2011	KW Commercial Director
	1988-2008
	Remax Associates Plus

SOME OF CHRIS'S REPRESENTED CLIENTS

- Octane Fitness
- Atlas Pet Supply
- Kennedy Scales
- Partners in Dentistry
- Premier Bank
- GoWest Commercial
- First Regions Bank
- First National Bank of Elk River
- Liberty Title
- American Brightworks
- Peoples State Bank

SUMMARY

Chris Fritch, a Director for KW Commercial, joined KW Commercial in 2008 to lead the development and growth of the company's new commercial division. Chris is a proven leader of character and integrity, and demands excellence as a standard. With more than two decades of real estate experience, Chris has a proven record of building successful transactions across Minnesota. Aggressive, disciplined and a highly motivated sales professional, Chris approaches every assignment with the goal of creating 100% client satisfaction. Chris prides himself in repeat business and referrals. As a director for KW Commercial, Chris Fritch focuses on new development, landlord representation, leasing, user sales and investment sales in the Twin Cities. As an active member of the community, Chris belongs to the North Metro and Anoka Chambers of Commerce, St Paul Realtors Association and is a CCIM Designee. He is also actively involved in the Anoka Hockey Program. In his spare time, Chris enjoys spending time with his family, hunting and fishing. Chris, his wife and two children live in Ramsey, Minnesota.

www.chrisfritch.com

KW COMMERCIAL

KW COMMERCIAL

CHRIS FRITCH
763-746-3996
chrisfritch@kw.com
wwwchrisfritch.com

When you list your commercial property with KW Commercial, these top real estate commercial websites will automatically market your listing. KW Commercial has formed these business relationships to help feature your property, market it effectively, and provide the best opportunities to get it sold or leased quickly.

CATYLIST

COSTAR GROUP

CCIMREDEX
Real Estate Data Exchange

MNCAR EXCHANGE

STDBONLINE.com
The Site To Do Business

LoopNet

PROPERTY LINE

REALTORS® CommercialAlliance

CommercialSource.com
The Commercial Real Estate Marketplace

GoFish
COMMERCIAL.COM
the largest database
of commercial property

TESTIMONIALS

"Chris Fritch is well respected in the industry , great integrity and will work to resolve or obtain the required or stated goals for the project. Highly recommended." - Brett Hanson, Signline

"Chris Fritch was instrumental in locating a new building for my business. His knowledge of the industry, exceptional work ethic and his ability to work with difficult issues made it a much easier process. I would definitely recommend working with Chris. He's an efficient realtor and is confident in his work." - Paul Berning, Kennedy Scales, Inc.

"Chris did a great job helping us find our new building for Octane. He did a nice job uncovering properties in our area that fit our budget and space requirements. One of the biggest values Chris brought was making sure all competitive bids were an 'apple to apples' comparison. Chris is diligent and a pleasure to work with. Hopefully we won't be moving soon – but when we do we will definitely be calling Chris."

Fueled,

Tim Porth

EVP Marketing and Product Development

"We worked with Chris as our representative on the search for a new property for our business. This happened over a period from June 2010 - December 2010. Chris is very professional. He tries to really understand the needs of the customer. He works hard and follows up appropriately. He worked well with people at various levels of our organization. Chris knew the local market well. He had insights on the availability of locations as well as the reputations of potential landlords. He made solid recommendations to us while at the same time allowing us to make the final decision. Chris is a person of high integrity who has the interests of his customer at the forefront. I have had great experiences on multiple occasions working with Chris." -

Dennis Lee, Octane Fitness

"Chris Fritch and his team listed a number of commercial properties for Premier Bank. He was able to sell them in a relatively quick time period at what we thought were decent prices. The team is very friendly and very supportive to the community. I would recommend Chris and his team to anyone looking to buy or sell a commercial property."

Brain Carnes

Vice President

Premier Banks

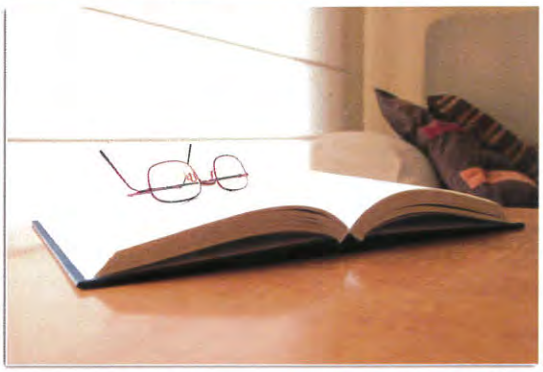
"Chris was referred to Finnesse Partners as someone who would be an excellent commercial realtor to help us find a space of our own to move our new company. After the initial meeting with Chris he knew what we were looking for and went to work. In a very short time, Chris found an amazing office and in the perfect location. It was a space that we could make completely our own as it was open for reconstructing. He worked hard to negotiate pricing terms and length of lease, including helping to get us into our new space as quickly as possible. We simply love our new office and consider it our "home away from home".

Chris did an exceptional job at really hearing what we wanted and working hard to accomplish what was needed. We could not be happier with the professionalism and dedication he had to us as clients."

Julie Strantz
Director of Business Operations

Real Estate Services Proposal







Prepared Especially for:

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

For marketing the property located at:
Various Land Parcels

Prepared by:
Rick Bandimere, CRS, CDPE, SFR, E-Pro
Broker/Owner
Keller Williams Classic Realty
1740 116th Avenue NW #100
Coon Rapids, MN 55448

Office: 763-746-4944
Office Fax: 763-757-5883
Direct: 763-746-7644
Email: Rick@TheBandimereTeam.com
Website: www.thebandimereteam.com

Date: November 27, 2013

EQUAL HOUSING OPPORTUNITY

REALTOR®

November 27, 2013

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Selection Committee:

Keller Williams Classic Realty is extremely excited about the opportunity to serve the city of Ramsey and to help liquidate the various Residential and Commercial lots throughout your city. Keller Williams Classic Realty is positioned to assist you in the sale of all of your Residential, Commercial and Industrial lots.

As the Broker of Record for Keller Williams Classic Realty, you will have a sales force of over 140 Realtors that reside and work in your city.

The Residential lots will be marketed directly to builders and the public. We will have builder options available for the public and the lots will not be exclusive to a builder(s). The Commercial and Industrial lots will be marketed by KW Commercial Division which is under our Brokerage. You will receive expert knowledge of what is required for those lots to be sold for top dollar and marketing plans directly to the appropriate target market. Chris Fritch with KW Commercial will handle those lots.

I appreciate the opportunity to earn your business and look forward to meeting with you again.

Sincerely,

Rick Bandimere, CRS, CDPE, SFR, E-Pro
Broker/Owner, REALTOR®



Resume

Rick Bandimere

Experience:
1984 Real Estate Licensing; Broker since 2003
Opened Keller Williams Classic Realty in Coon Rapids, MN in 2003
Broker/Co-Owner of Keller Williams Classic Realty
Co-Owner of Keller Williams Classic Realty NW, Maple Grove MN

Affiliations:
Acting Director for the National Association of Realtors
Director with the St Paul Area Association of Realtors
Past President of North Metro Realtors Association and SPAAR
Super Agent Award: 2004,2005,2006,2009,2010, 2011 and 2012

Designations:
1995 Certified Residential Specialist Designation (CRS)
NAR E-Pro Designation and Accredited Buyer Representative (ABR)
Certified Distressed Property Expert (CDPE)
Short Sale and Foreclosure Resource Certification (SFR)

Community:
Resident of Anoka and Ramsey Counties since 1958
Past Youth Coach in Coon Rapids & Blaine Athletic Organizations
Former Varsity Baseball Coach at Epiphany Catholic School
Founding President of the Coon Rapids Central Little League

Personal:
Married since 1979 to High School sweetheart
One son, Adam, Married to Molly "Simonson" Bandimere
Granddaughter named Morgan
Baseball and Football Fan. Love Classic Cars, Golf and Traveling

What I Deliver

Communication

Your needs always come first. I provide the service we agree to, in the ways that work for you. Whether once a week or once a day, by phone, email, or text message, that's how we'll do it.

You'll always be kept in the loop. From listing to closing, you'll know the status of our marketing efforts, the offers on the table, and the steps leading to a successful closing once an offer is accepted. We'll agree on the communication method that works best for you.

Experience and Expertise

The complexities of your real estate transaction will be well-handled. Smoothing the way for your listing and sale, I will capably remove many potential challenges before they have the opportunity to appear.

Marketing

Your home will get the exposure it deserves. My marketing systems maximize your property's exposure to buyers. Neighborhood tracking tools and automated buyer calling systems allow me to reach active buyers who want to know about your listing.

Pricing

Your home will be priced right, adjusted as needed, and will sell quickly. With a keen understanding of both the big picture and the very latest local and neighborhood listing and sales data, the information you need is at my fingertips.

Staging

Your home will put its best foot forward. Homes sell because of correct pricing and great presentation. I know what it takes to make the terrific first impression that will get your home sold.

Satisfaction

I'll guarantee your satisfaction. Our relationship is dependent on meeting and exceeding your needs. We identify those needs together, and my cancellation guarantee protects your right to end our relationship if you're disappointed.



Rick Bandimere, CRS, CDPE, SFR, E-Pro
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Direct: 763-746-7644
Email: Rick@TheBandimereTeam.com
Website: www.thebandimereteam.com

City of Ramsey
Selection Committee

RE: Real Estate Broker Services

11/27/2013

FEE SCHEDULE/TERM:
Commission will be at 6% of the sales price paid at the time of closing
We will be paying out 45% of that commission to the Brokerage representing the buyer
There will be No other Fees or Compensation required
There will be NO carry over fees

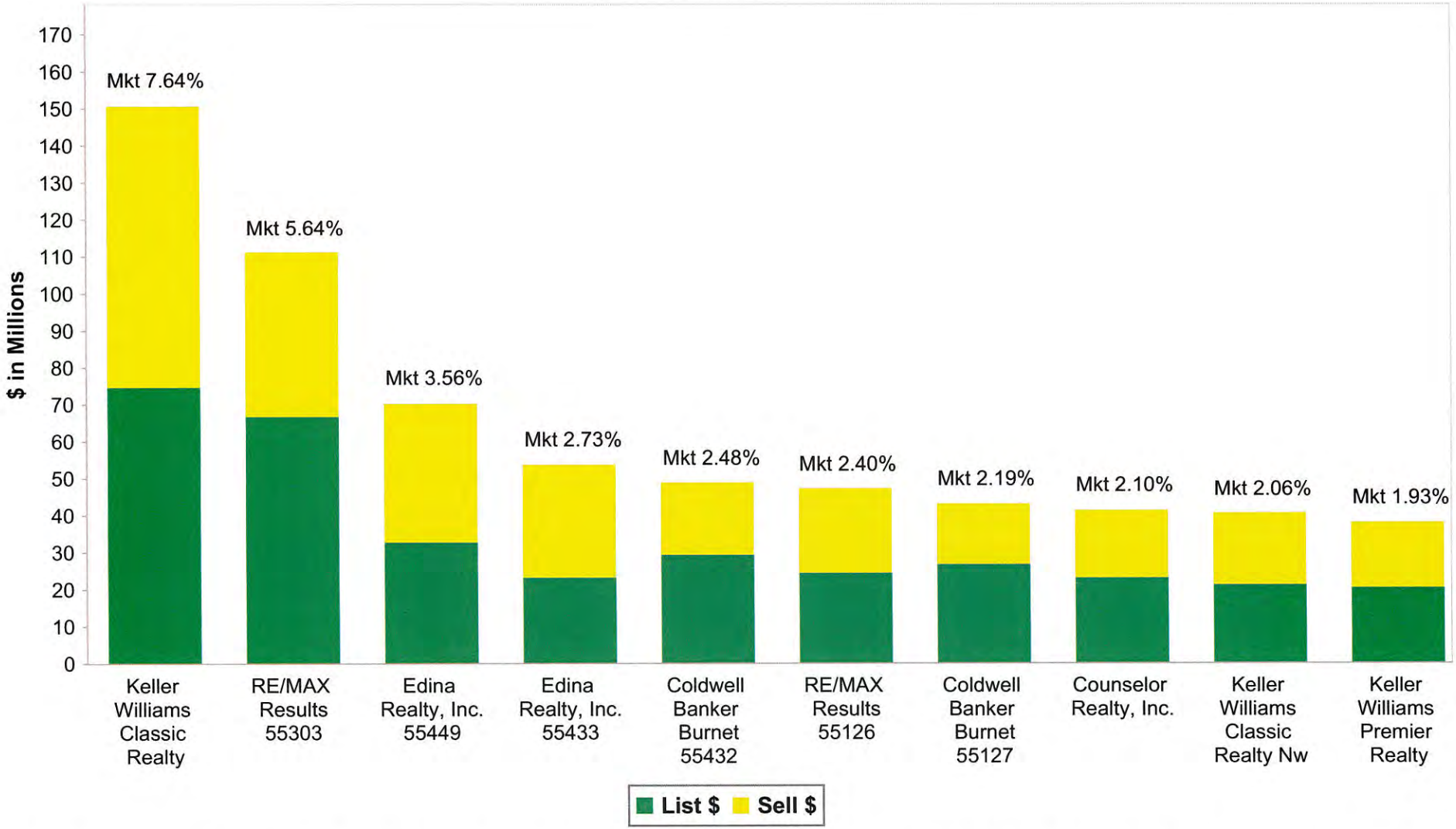
CONTRACT TERM:
The contract term will be for 365 days
If for any reason you are dissatisfied with our Real Estate services, we will correct them within 48 hours or release you from the contract

CONFLICT OF INTEREST:
There are no conflicts of Interest in representing the City of Ramsey

GOOD STANDING:
Keller Williams Classic Realty is the #1 Selling Real Estate Office in Anoka County and we are in 100% Good Standing with the State of Minnesota, the Minnesota Association of Realtors, the Regional Multiple Listing Service and any other governing agency.

Market Share Totals
Total $ Volume (By Office)

Keller Williams Classic Realty



MLS: RMLS_MN **Date:** 01/01/2013 - 11/27/2013 **Type:** Office **Status:** Sold **Price:** All **Construction Type:** All **Bedrooms:** All **Bathrooms:** All

Property Types: Residential: (Single Family - One Story, Single Family - Two Stories, Single Family - 1 1/2 Stories, Single Family - 4+ Level Split, Single Family - Mod 2 Story, Single Family - 2+ Stories,...

Counties: Anoka

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Market Share Totals

Total $ Volume

Keller Williams Classic Realty

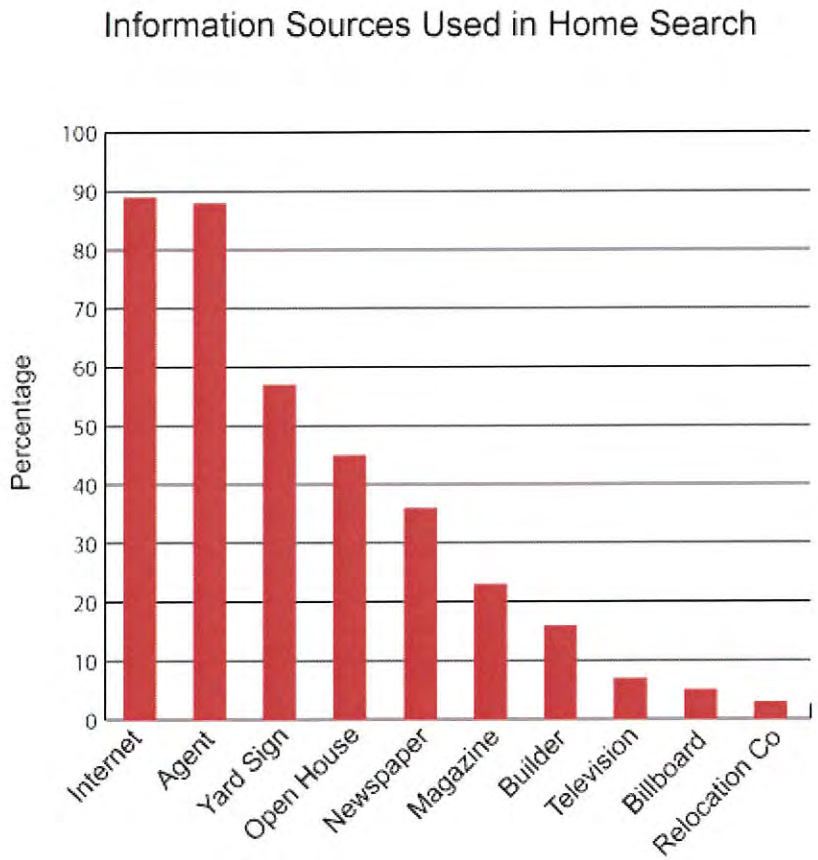
#	Name	ZIP	List #	List $	Sell #	Sell $	Total #	Total $	Market Share %	Avg Price	DOM	Prod Agents (Total)	Prod Agents (Search)
1	Keller Williams Classic Realty	55448	341	74,589,150	377	76,189,120	718	150,778,270	7.64	209,998	56	113	105
2	RE/MAX Results	55303	316	66,622,675	205	44,670,271	521	111,292,946	5.64	213,614	56	58	60
3	Edina Realty, Inc.	55449	161	32,702,661	184	37,565,668	345	70,268,329	3.56	203,676	69	43	47
4	Edina Realty, Inc.	55433	116	23,204,579	152	30,611,787	268	53,816,366	2.73	200,807	38	28	31
5	Coldwell Banker Burnet	55432	157	29,314,984	91	19,627,904	248	48,942,888	2.48	197,350	49	50	44
6	RE/MAX Results	55126	94	24,431,086	92	22,901,121	186	47,332,207	2.40	254,474	56	41	32
7	Coldwell Banker Burnet	55127	86	26,733,846	59	16,460,009	145	43,193,855	2.19	297,889	46	48	28
8	Counselor Realty, Inc.	55448	98	23,089,092	94	18,327,514	192	41,416,606	2.10	215,711	59	31	27
9	Keller Williams Classic Realty Nw	55369	98	21,190,258	96	19,477,107	194	40,667,365	2.06	209,626	71	116	64
10	Keller Williams Premier Realty	55110	102	20,395,782	83	17,735,089	185	38,130,871	1.93	206,113	49	98	51
Subtotals/Averages			**1,569**	**342,274,113**	**1,433**	**303,565,590**	**3,002**	**645,839,703**	**32.73**	**215,136**	**55**	**626**	**489**
MLS Totals/Averages			**5,010**	**986,605,939**	**4,999**	**986,605,938**	**10,009**	**1,973,211,877**	**100.00**	**197,144**	**54**	**8,026**	**3,167**

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How Buyers Find the Home They Purchase

Buyers find the home they purchase primarily by looking on the Internet and by asking real estate agents.

An excellent agent with a terrific Internet marketing program is your best path to a sale.



From National Association of Realtors, Profile of Home Buyers and Sellers, 2010



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Website: www.thebandimereteam.com

Why Keller Williams Realty

Technology

Leading-edge tech tools and training give me the edge in effectively marketing your property online, 24 hours a day, seven days a week! Through KW's exclusive Keller Williams Listing System (KWLS), your property is fed to more than 350 online search engines and available on KW's Web network of more than 76,000 sites.

Best of all, because of Keller Williams Realty's "My Listing, My Leads" philosophy, every single Internet inquiry on your property will come directly to me so that I can follow up quickly on potential buyers for your property.

Teamwork

Keller Williams Realty was designed to reward agents for working together. Based on the belief that we are all more successful if we strive toward a common goal rather than our individual interests. I'm confident that every Keller Williams professional shares the common goal of serving you, my client, in the best way possible.

Knowledge

Keller Williams Realty helps me stay ahead of trends in the real estate industry through its comprehensive, industry-leading training and curriculum and research resources. It's what prepares me to provide you with unparalleled service.

Reliability

Founded on the principles of trust and honesty, Keller Williams Realty emphasizes the importance of having the integrity to do the right thing, always putting your needs first. It reinforced my belief that my success is ultimately determined by the legacy I leave with each client I serve.

Track Record

I'm proud to work for the fastest-growing real estate company in North America and the second-largest real estate company in the United States. It's proof that when you offer a superior level of service, the word spreads fast.



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Email: Rick@TheBandimereTeam.com
Website: www.thebandimereteam.com

Professional References

Professionals

Gail Holt	Closer First American Title Company	763-785-9695
Cheri Libby	Senior Investigator MN Commerce Dept.	651-296-4026
Tracey Douglas	CEO North Metro Ass of Realtors	763-757-7230
John Mosey	President Regional MLS	651-251-5458
Ron Covert	CEO St Paul Area Ass. of Realtors	651-269-4706
Todd Butzer	Regional Director Keller Williams Realty	952-841-2269
Amy Ficocello	Senior Closer Land Title	651-697-6123
Pete Scherer	President Scherer Brothers Lumber	612-627-0871

Past Clients

Adam and Jodi Evans	Multiple transactions. Andover, MN	763-862-0733
Josh and Kelly Stalvig	Multiple family transactions. Ramsey, MN	612-730-6229
Diane Weinhold	Multiple family transactions	763-717-2244
Gary and Elaine Briggs	Listed prior with another company.	763-350-9275
Gary and Tricia Frederickson	Relocated out of area. Nowthen, MN	763-229-5047
Brian Osowski	Multiple transactions. Andover, MN	612-363-4244
Gene and Carol Schaffer	Multiple transactions. Andover, MN	763-434-3037
Jim and Barbara Hurd	Two transactions. Blaine, MN	763-783-5848



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KELLER WILLIAMS REALTY

In Conclusion

When you choose **Rick Bandimere**
you will receive:

- Excellent service and support.
- A market analysis of your home.
- A winning marketing plan.
- Every effort to sell your home promptly.
- The resources of Keller Williams Classic Realty.

List Your Home Now with **Rick Bandimere**!









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KELLER WILLIAMS REALTY

MID-AMERICA®
REAL ESTATE-MINNESOTA, LLC

November 27th, 2013

Attention: City Administrator
7550 Sundwood Drive NW
Ramsey, Minnesota 55303

RE: SALE LISTING OF THE COR

Dear City Administrator:

Pursuant to the City of Ramsey's Request for Qualifications (RFQ) dated September 30th, 2013, the retail sales & leasing team at Mid-America Real Estate-Minnesota, LLC have attached our response. We are very excited for the potential opportunity to work on such a sizeable and very important part of your community and believe you will find us to be the best suited to meet your retail land sale requirements.

As you may be aware, Mid-America Real Estate-Minnesota, LLC is a Minnesota Limited Liability Company focusing solely on retail real estate. We have been involved in the retail real estate community in Ramsey for the last several years, with the managing and leasing of Northstar Marketplace—one of Ramsey's premier retail centers. As of the date of this letter, Mid-America will no longer be managing or listing Northstar Marketplace as there is now new ownership of the property. We feel that because of this recent lack of conflict of interest, yet intimate knowledge of the retail real estate landscape in the area, we are uniquely qualified for this assignment.

Attached you will find a background of our company, personnel, marketing practices, and fee proposal for the listing of retail land in Ramsey and The COR. We would be grateful for the chance to move forward to the interview process with the selection committee and City Council. Please feel invited to contact us at your convenience with questions or to discuss this further.

We look forward to hearing from you after you have reviewed the attached.

Sincerely,
MID-AMERICA REAL ESTATE-MINNESOTA, LLC

Doug Sailor
Managing Partner

Mark Robinson
Retail Specialist

Robert Wise
Retail Specialist

A MEMBER OF CHAINLINKS RETAIL ADVISORS

5353 WAYZATA BLVD - SUITE 650
MINNEAPOLIS, MN 55416
phone (952) 563-6600 · fax (952) 563-6633
www.midamericagrp.com

Member of International Council of Shopping Centers



PRESENTATION TO:

The City of Ramsey

For The Sale Listing Services

Of

The COR Development Parcels

Prepared by

MID-AMERICA®
REAL ESTATE-MINNESOTA, LLC
A MEMBER OF CHAINLINKS RETAIL ADVISORS
5353 Wayzata Boulevard, Suite 650
Minneapolis, Minnesota 55416
952.563.6600

Your retail future
is our business



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Overview

Mid-America Real Estate Group has established a reputation as the premier retail real estate firm in the Midwest with offices in Illinois, Wisconsin, Minnesota, and Michigan. The ingredients for this success include:

- The recruitment and retention of top area professionals.
- The development and maintenance of the top retail information system group in the Midwest. This group provides Mid-America professionals, and their clients, with the most complete and current market data available. This function insures that Mid-America's clients stay ahead of their competition.
- A focus exclusively on the components of retail, without diversions in other areas of commercial real estate (office, industrial and multi-family).
- Established working relationships with virtually every institutional owner (pension funds, REIT's, insurance companies), private owner, developer and tenant that operates in the Midwest.

The Mid-America Real Estate Group Property Management and Leasing Teams have handled the leasing and management of more shopping centers than any other real estate company in the Midwest. ***Overall, Mid-America manages and leases over 60 million square feet of retail space.***

Mid-America Real Estate-Minnesota, LLC is a leader and guiding force in retail real estate for the Minnesota Market. We help local, regional and national retailers and restaurants optimize their market penetration and growth plans in the state and throughout the upper Midwest.

Our highly experienced team is involved in immediate and long range strategic planning, market analysis, demographic analysis, competition profiles, store sales trend analysis, relocation analysis, site selection, lease negotiation, land and property acquisition and construction management services.

Mid-America-Minnesota currently manages and leases over 6.7 million square feet throughout Minnesota and represents more than 39 national and regional tenants in the market.

Mid-America-Minnesota provides professional expertise in the following areas of retail real estate:

- **Property Management**
  - *Management control and reporting*
  - *Accounting and financial reporting*
- **Receivership Services**
- **Property Leasing and Sales**
  - *Merchandising plans for creating optimal tenant balance*
  - *Surplus Asset Disposition*
  - *Existing shopping centers, redevelopment and ground up*
- **Tenant Representation**
  - *Find ideal locations for large anchor or small space users*
  - *Compile the most successful retail plan for landlords and developers*
- **Construction Management and Advisory Services**
  - *Site Due Diligence*
  - *Site Planning*

- *Pro Forma/Budgets*
- *Development Team Selection, Negotiation & Management*
- *Entitlement Process Coordination and Management*
- *Financing Acquisition/Management*
- *Landlord/Tenant Development Liaison*
- *Construction Management*
- *Property Management Transition*

Sales/Leasing/Tenant Representation

Mid-America-Minnesota is very active in all of the organized real estate groups throughout the Midwest, such as ICSC (International Council of Shopping Centers), MNCAR (Minnesota Commercial Association of Realtors), ULI (Urban Land Institute), and MSCA (Minnesota Shopping Center Association). We take a very active role in many of these organizations. In fact, Doug Sailor and Mike Sims (Principals of the Minnesota office), are both past presidents of the MSCA and Stefanie Meyer (Principal of the Minnesota office), is a board member of MNCAR as well as past recipient of the MSCA Broker of the Year Award. Doug was awarded the MSCA Hall of Fame award by his peers and Matthew Rieger (Principal of the Minnesota office) is a past recipient of the MSCA Property Manager of the Year award. Other members of the management and brokerage staff are past presidents and active board and committee members of MSCA, ICSC, and MNCAR. Given our market dominance, we are involved in several broker events annually either specific to a project or in conjunction with the more active tenant brokers within the marketplace. We make certain that we are very responsive and respectful in all of our business relationships.

Given the size of our respective companies and the quality of our people, no one has more, or better relationships with all of the active major retailers in the Midwest. Furthermore, through our ChainLinks affiliation and our sister companies, we have the ability to benefit from our national network of retailers throughout the country. With more than 39 Tenant Representation relationships and providing the leasing and/or management for more than 129 properties throughout Minnesota, we have very strong relationships with all the major national and regional retailers ranging from Wal-Mart, TJX, Cherry Berry, Regis Salons, Sam's Club, OfficeMax, Old Navy, Famous Footwear, and many others in all retail segments.

Mid-America-Minnesota provides leasing/sales agents for their clients on an assignment basis. All leasing/sales agents are assigned to specific properties. We strongly believe that this provides the best possible service and dedication to the property.

Our approach to each property assignment consists of:

- Market Analysis of the Location and Trade Area
- Development of Merchandising Plans
- Implementation of the Leasing or Sales Program
- Prospect/Retailer Outreach (Cold Calling)
- Mid-America Real Estate Group Website
- Property Signage
- Broker Outreach
- Marketing

Marketing Process

Market Analysis of the Location and Trade Area

- Comparable study of neighboring properties
- Demographic study
- Traffic patterns and vehicle per day counts
- Recommendation of categories of end users to target
- Initial focus on leasing existing vacancies, while also monitoring existing tenants for expansion opportunities

Implementation of the Sale/Leasing Program

- For Sale/Lease signs placed on the property and window signs placed in each vacancy, labeling the SF available
- Marketing package designed and prepared in PDF format
- Cold Calls are made to prospective tenants, with a follow up email or mailer of the marketing package
- Email blasts are sent every 6 weeks in HTML format to the local brokerage community, reaching 400 – 500 brokers
- Attendance at ICSC-Las Vegas and Chicago annual conventions
- Property will be posted on the Mid-America website, MNCAR database and LoopNet with active links to the marketing package and demographic report

Sales/Leasing Follow-Up

- Sale/Lease negotiations are conducted by the broker assigned to the property and coordinated with the Landlord/Owner
- Phone reports and written progress reports are presented to the Landlord as often as requested, with meetings held as often as also requested
- Tenant prequalification is done by collection of personal financial statements, individual and business credit reports, and business plans

Construction Management and Advisory Services

Site Due Diligence
Investigate, understand, organize, and report all documents relating to a proposed site development including: easement agreements, municipal right-of-way, environmental reports, soil reports, local and regional watershed regulations, zoning, maintenance agreements, exclusivity agreements, municipal support or challenges, etc.

Site Planning
Maximize Gross Leasable Area (GLA) with market conditions. Balance tenant needs and requirements with owner's short and long term objectives. Analyze highest and best use of the site with an emphasis on tenant mix and synergy.

Pro Forma/Budgets
Develop a quick and easy-to-use pro forma and budget that reflects real world scenarios for early identification of project viability and long term budget management.

Development Team Selection, Negotiation & Management
Interview, select, conduct contract negotiations, and manage, from early stages of a project through completion, the development team including: architects, civil engineers, general contractors, lawyers, environmental consultants, landscape design consultants, etc.

Entitlement Process Coordination and Management
Schedule, manage, and navigate the municipal process including: city staff meetings, neighborhood meetings, planning commission meetings, city council meetings, watershed committees, park and recreation councils, reciprocal easement and operation agreements, access agreements, departments of transportation meetings and traffic control agreements.

Financing Acquisition/Management
Develop presentations and information packages for lenders and/or project investors for both construction and long term permanent financing. Assist with lender negotiations for acceptable project financing terms.

Landlord/Tenant Development Liaison
Ensure owner and tenant lease obligations are carried out through the development process including: schedule reporting, mile stone dates, specifications, problem solving, and dispute resolution. Work with tenant representatives and commercial real estate brokers on behalf of owner.

Construction Management
Manage construction process from general contractor selection, either by sealed bid process or negotiated bid, to value engineering and budget management, to construction draw payments and project close-out and inspection.

Property Management Transition
Assist the transition from project development to long term property management. Coordinate day-to-day operations with early, long-term operation planning for ease of maintenance from HVAC systems to waste management to landscaping maintenance.

SELECT PORTFOLIO EXAMPLES

The following summarizes ***a small portion*** of our current portfolio under management and leasing:

EAGAN PROMENADE ~ EAGAN, MN



Square Feet: 279,610 square feet
Owner: Invesco Advisors, Inc.

This center is located at Yankee Doodle Road and Denmark Avenue. The property is anchored by Barnes & Noble, Byerly's, Petsmart, Bed Bath & Beyond, Office Max, Michael's, Old Navy, TJ Maxx, and a host of other retailers.

TAMARACK VILLAGE ~ WOODBURY, MN



Square Feet: 758,806 square feet
Owner: Tamarack Village Shopping Center, a Minnesota limited partnership

Established regional center located off Highway 94 and Radio Drive. Retail tenants include Cub Foods, JC Penney, Dick's Sporting Goods, Men's Wearhouse, Bath & Body Works, Bed Bath & Beyond, Office Max, Gordans, PetSmart, JoAnn Fabric, Carters, Babies R Us, Lands' End, Home Depot, Old Navy, Pier 1, Ulta, and many more.

WOODBURY VILLAGE ~ WOODBURY, MN



Square Feet: 330,077 square feet
Owner: Woodbury Village Shopping Center, a Minnesota limited partnership

This Target anchored center is located at the intersection of I-494 and Valley Creek Road. Consist of the West Shops, North Shops, Shoppes of Woodbury Village, and has land available. This center offers a diverse mix of national brands, local retailers and eateries.

EAGAN TOWN CENTRE ~ EAGAN, MN



Square Feet: 154,000
Owner: RREEF Funds

This grocery anchored center is located in the southeast quadrant of Highway I-35 and Yankee Doodle, just 15 miles south of St. Paul. This is a "Value" oriented center. Rainbow Foods is a discount/value grocer. The tenant mix consists of Big Lots, Big Top Liquor, Sear's Home Town Store, Erik's Bike Shop and other value oriented and neighborhood convenience businesses.

NORTH BRANCH MARKETPLACE ~ NORTH BRANCH, MN



Square Feet: 157,295 square feet
Owner: North Branch Market Place, LLC

This property is anchored by County Market and Shopko and is located off of St. Croix Trail. It is the primary grocer and retail center in town. It has excellent freeway exposure and access. Tenants include Dickey's Barbeque Pit, Holiday Gas, Verizon, Papa Murphy's, Don Julio Authentic Mexican and others retailers.

SHOREWOOD VILLAGE SHOPPING CENTER ~ SHOREWOOD, MN



Square Feet: 160,000
Owner: Shorewood Village Shopping Center, LLC

This well established center serves an exclusive area of the western suburbs of the market and was recently repositioned and renovated with the addition of Cub Foods. It includes 62,000 square feet of small and medium sized retail.

DUNKIRK SQUARE ~ MAPLE GROVE, MN



Square Feet: 147,713 square feet
Owner: Dunkirk Lane Maple Grove, LLC and Dunkirk Square Lot 2, LLC

This redeveloped center is located at the intersection of Dunkirk Lane North and County Road 30 in Maple Grove. Dunkirk Square consists of six parcels and currently contains five buildings. Retail tenants include White Castle, Valvoline, Discount Tire, Metro Self Storage, Big Lots, and other retailers.

SHINGLE CREEK CROSSING ~ BROOKLYN CENTER, MN



Square Feet: 279,610 square feet
Owner: Gatlin Development Company

The Twin Cities newest regional power center is located on Highway 100, Bass Lake Road, and Brooklyn Boulevard. This center offers outstanding visibility and access to over 80,000 vehicles per day. The center is anchored by Wal-Mart, Sears, and Kohls.

THE FOLLOWING IS A FULL LIST OF OUR CURRENT LEASING/MANAGEMENT PORTFOLIO

NOTE THAT NO PROPERTIES WITHIN THE MPLS/ST. PAUL REGION ARE OWNED BY MID-AMERICA OR ANY OF ITS PARTNERS THEREFORE ALL PROPERTIES ARE THIRD PARTY ASSIGNMENTS.

When selected for an assignment, the project receives the attention of the entire Mid-America-Minnesota Team. The principals of this team are linked from a performance and economic perspective on every assignment. This approach results in each member of the team bringing their unique set of relationships and skills to each assignment. This level of participation ensures the broadest and most efficient level of service possible for your asset.

Your Team

Principals:	***Doug Sailor*** ***Mike Sims*** ***Matthew Rieger*** ***Stefanie Meyer***
Project Leasing:	***Doug Sailor*** ***Jesseka Doherty*** ***Carrie Charleston*** ***Robert Wise*** ***Luke Rieger*** ***Mark Robinson*** ***Ole Froystad***
Tenant Representation:	***Mike Sims*** ***Stefanie Meyer*** ***Patrick Daly*** ***Johnny Reimann***
Property Managers:	***Matthew Rieger*** ***Alan Young*** ***Kristin Bartish*** ***Dan Conzemius*** ***Brandon O'Connell*** ***Rodney Wekkin***
Construction Management and Advisory Services:	***Bruce Carlson***
Accounting:	***Keith Phillips*** ***Shauna Sokolis*** ***Mitzi Baker*** ***Debra Meagher*** ***Erica Jones***
Administrative:	***Tina Wachowiak – Management*** ***Tawnya Riggs – Marketing*** ***Sheri Tessier – Broker Admin*** ***Marti Torgerson-Fisher – Sr. Administrator – Property Management*** ***Jackie Baker – Property Management Coordinator*** ***Kayla Spooner – Receptionist/Host***

Resumes of the team can be found in the following pages.



Doug Sailor

Principal / Managing Partner

Doug Sailor is a principal at Mid-America Real Estate – Minnesota, LLC. He is responsible for all company operations with a primary focus in Project Sales, Project Leasing and Property Management operations and continues to be active on company listings.

Mr. Sailor has extensive field experience and success in Project Sales, Project Leasing, fee development, construction management and property management. He works with a variety of retailers and owners in the market and has successfully completed hundreds of leases and land/building sales in his career. Mr. Sailor has experience as a developer, leasing agent, property manager and broker. Since 1984, he has worked with over one hundred shopping centers within the Minneapolis/St. Paul and western Wisconsin markets as well as countless investors, land owners and landlords.

PROFESSIONAL EXPERIENCE

Following his education at the University of Wisconsin Eau Claire, Doug began his career as a retail manager with Super Valu and The Kitchens of Sara Lee. This experience led him into retail leasing and property management. In 1989 Mr. Sailor became President of Midwest Management, Inc., a Minneapolis retail development and property management, leasing and sales firm. In 2000, Mr. Sailor formed Park Midwest Commercial Real Estate. As a third party shopping center management, leasing and sales firm, Park Midwest built a management and leasing portfolio to over 50 shopping centers. In that time, Doug was also the selling Broker in numerous land and vacant building transactions from former Auto uses to raw land to vacant restaurant buildings. Doug merged Park Midwest Commercial Real Estate with Mid-America Real Estate-Minnesota, LLC in 2009.

AFFILIATIONS

Mr. Sailor is a licensed Real Estate Broker in Minnesota, Wisconsin and South Dakota. He is a member of the Organization of Commercial Realtors, Minnesota Commercial Property Exchange and the International Council of Shopping Centers (ICSC). Doug is also a member of the Minnesota Shopping Center Association (MSCA), where he served as president from 1999 to 2000 and is a past board member of The Caring Tree Foundation, a non-profit organization that provides school supplies for kids in need. In 2008, his peers at MSCA elected him a member of their Hall of Fame.



Mike Sims
Principal

Mr. Sims oversees and coordinates Mid-America's tenant representation services.

PROFESSIONAL EXPERIENCE

Prior to founding Mid-America Real Estate - Minnesota, LLC, Mr. Sims worked for United Properties in Bloomington, Minnesota, as a Vice President and team leader, where he focused on tenant representation, new business development, leasing, and land sales throughout the upper Midwest.

Mr. Sims embarked on his real estate career in the mid-eighties in Arizona, working for a land brokerage company. Upon his return to Minneapolis, he worked with a local real estate company as a preferred developer for a national retailer.

Mr. Sims has provided commercial real estate services to a variety of local and national tenants. A partial list of retail clients he has worked with include: Walmart, Sam's Club, Lowe's Home Improvement, Nordstrom Rack, TJX Companies, Bed Bath & Beyond, Michael's, Buy Buy Baby, CVS and AT&T. Development clients include Ryan Companies, Opus and Gatlin Development Company.

EDUCATION AND AFFILIATIONS

Mr. Sims earned his Bachelor of Science degree from the University of Minnesota. He is active in the International Council of Shopping Centers and the Minnesota Shopping Center Association, where he served as president from 2004 to 2005. Mr. Sims also served as president of The Caring Tree, a non-profit organization that provides school supplies for kids in need, from 2007 to 2009.



Stefanie Meyer
Sr. Vice President – Principal

Stefanie Meyer is a principal of Mid-America Real Estate - Minnesota, LLC.

As Senior Vice President, Stefanie focuses on tenant representation, new business development, leasing and land sales throughout the upper Midwest. She also represents owners/developers (such as Ryan Companies, OPUS, Reliance, Kimco and other local developers) on the disposition, leasing, development and redevelopment
of property.

PROFESSIONAL EXPERIENCE
Before joining Mid-America Real Estate - Minnesota, LLC, Stefanie worked for NorthMarq Retail Brokerage group in Bloomington, Minnesota, as a Senior Vice President and team leader. Ms. Meyer has provided commercial real estate services to a variety of local and national tenants. A partial list of retail clients she has worked with include: TJ Maxx Companies, Famous Footwear, The Gap brands, Ann Taylor, Buffalo Wild Wings, Office Max, Starbucks, AMC Theater, David's Bridal, Bed Bath & Beyond, Lowe's Home Improvement, Best Buy, M&I Bank, and Payless Shoes. Stefanie also specializes in development and redevelopments projects such as 5000 France Shops located at 50th and France, The Promenade of Wayzata, and the former Brookdale Mall location, Shingle Creek Crossing.

EDUCATION AND AFFILIATIONS
Stefanie earned her Bachelor of Science degree in real estate brokerage from St. Cloud State University and was president of the St. Cloud State Real Estate Alumni Organization in 2002. Stefanie is an active member of the International Council of Shopping Centers (ICSC), past board member of the Minnesota Shopping Center Association (MSCA) and current board member of the Minnesota Commercial Association of Realtors (MNCAR).

Robert Wise

Retail Leasing Specialist

Robert joined Mid America Real Estate – Minnesota, LLC from London, England in 2011 and focuses on landlord lease representation. Robert has joined a thriving team specializing in small tenant space leasing for a number of high profile Landlord clients in Minnesota.

PROFESSIONAL EXPERIENCE

Prior to joining Mid-America Real Estate – Minnesota, LLC, Robert worked in Asset Management for a large institutional Landlord in London, England. Primary responsibilities were overseeing a portfolio of properties in all lease renewals, rent reviews, new leases and dispositions. While working in England, Robert was responsible for prime urban real estate with an annual rental income in excess of $8 million.

EDUCATION AND AFFILIATIONS

Robert earned a Bachelor of Science degree in Commercial Real Estate Management from Nottingham University in 2007 and in 2010 gained entry to the Royal Institution of Chartered Surveyors which is the prevalent commercial real estate qualification in England and various countries around the world. He has also joined the Minnesota Commercial Association of Realtors (MNCAR) and the Minnesota Shopping Center Association (MSCA) taking part in various committees.

Mark Robinson

Retail Leasing Specialist

Mr. Robinson joined Mid-America Real Estate – Minnesota, LLC in 2012 and focuses on landlord lease representation. Mark specializes in small to mid-size space leasing in neighborhood, convenience, & community shopping centers.

PROFESSIONAL EXPERIENCE

Prior to joining Mid-America Real Estate – Minnesota, LLC, Mark worked in landlord and tenant representation & acquisitions for over four years with Paster Enterprises. While there, he worked with retailers such as Papa Murphy's, Allstate Insurance, O'Reilly Auto, and Verizon Wireless. Mark was also responsible for underwriting & analyzing shopping center acquisitions for Paster via ARGUS software.

EDUCATION AND AFFILIATIONS

Mr. Robinson earned a Bachelor of Science degree, majoring in Commercial Real Estate with a minor in Marketing, from St. Cloud State University. He was the 2007 student president of the St. Cloud State Real Estate Association and has been active in the SCSU Real Estate Association Alumni organization since graduation in 2008. He is also a member of the International Council of Shopping Centers (ICSC), Minnesota Shopping Center Association (MSCA), Minnesota Commercial Association of Realtors (MNCAR), and the National Association of Realtors (NAR). Mark is currently a co-chair for both the MSCA Networking Committee as well as MNCAR Emerging Brokers Committee.

TERM AND COMPENSATION

Term and Compensation

A contract for sale listing services would be for the time period required, but no less than twelve (12) months, with conditions that shall be mutually acceptable to all parties. Either party may have the right to cancel the listing contract with thirty (30) days written notice, with no further consideration to either party required.

Completed Sale Fee: Six percent (6%) of sale value. Co-Brokered Fees below for Buyer representat sales.

Development and Construction Management Fee: If requested, Mid-America proposes to provide conceptual project planning services for development, estimating or space planning at the rate of $150.00 per man hour, plus the direct costs for reproduction services. In addition, Mid-America shall oversee the construction of capital improvement projects required by Owner, Tenant Deliveries and Tenant Improvement projects as defined by individual leases. Mid-America proposes fees in the amount of five percent (5%) of the gross construction costs for any development or tenant improvement oversight.

Payment of Commission: Paid in full upon successful closing of a sale.

Co-Brokered Fees: Will be negotiated on a case by case basis with outside broker for leases so long as they have an exclusive relationship (including Mid-America Real Estate-Minnesota, LLC or any of its affiliates, when they have an exclusive tenant/buyer relationship)**. In the event of a co-brokered (buyer represented sale), the Completed sale fee shall be increased to eight percent (8%) to be equitably split between the Listing Broker and the Buyer Rep Broker.**

Other Fees: No other fees will be required of client other than sale commissions and any other fees for requested services by client.

REFERENCES

References

The Marketing Team has collaborated on the successful management and leasing assignments for the following clients:

Invesco

William Brown
13155 Noel Road, Suite 500
Dallas, TX 75240
(972) 715-5846

SOLOMON REAL ESTATE

Jay Scott
16500 Felicita Court
Naples, FL 34110
(651) 336-6060

GATLIN DEVELOPMENT COMPANY

Loren Van Der Slik
888 E. Las Olas Boulevard, Suite 600
Fort Lauderdale, FL 33301
(954) 302-5900

Trautz Properties, Inc.

Location. People. Results.

John C. Trautz
4999 France Avenue, Suite 216
Minneapolis, MN 55410
(612) 338-0103

RREEF

LaRee Stein
200 Crescent Court, Suite 560
Dallas, TX 75201
(214) 740-7938

the DRIESSEN group

Vincent Driessen
4999 France Avenue, Suite 216
Minneapolis, MN 55410
(612) 313-0405

TA Associates Realty

Bianca D. Tabourn
28 State Street, 10th Floor
Boston, MA 02109
(617) 476-2782

CWCapital

7501 Wisconsin Avenue, Suite 500 West
Bethesda, MD 20814
(202) 715-9624

MID-AMERICA®

KW Commercial NW &
Keller Williams Realty Integrity NW
17205 Yale St., Suite D.
Elk River, MN 55330
November 26th, 2013

RE: RFQ Real Estate Brokerage Committee

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

To RFQ Real Estate Brokerage Committee:

This correspondence outlines the interest of KW Commercial NW and Keller Williams Realty Integrity NW to be the exclusive broker for of The City of Ramsey's Residential, Commercial and Industrial real estate inventory.

The following documentation will outline our firm's qualifications and proposal.

We look forward to serving the City of Ramsey.

Sincerely,

Ryan Hardin
KW Commercial NW

Heather Dietrich Feigum
Keller Williams Realty Integrity NW

Enclosure: KW Commercial NW & Keller Williams Realty Integrity NW response to City of Ramsey Real Estate Broker Services RFQ

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1. Background

Alliance Real Estate LLC, DBA (Doing Business As) Keller Williams Realty Integrity NW and KW Commercial NW, has been a full service real estate company since 2006, licensed in Minnesota, located at 17205 Yale Street, Suite D, Elk River, MN 55330.

Keller Williams Realty Integrity NW was voted 2012 Star News "Best Real Estate Firm." With a 2012 closed volume of 867 units and over 140 million dollars in closed sales; 2013 closed volume (year to date) of 593 Units and over 100 Million dollars in closed sales makes Keller Williams a proven leader in real estate.

Our firm currently has over 80 licensed real estate agents of which two licensed real estate professionals will be dedicated to this contract as outlined below:

Ryan Hardin, a licensed Realtor® since 2008
A member of the National Association of Realtors®, Minnesota Association of Realtors®, St. Paul Association of Realtors®, KW Commercial and Minnesota Commercial Association of Realtors® and lifelong Ramsey Resident.

Heather Dietrich Feigum, a licensed Realtor® since 1996
A member of the National Association of Realtors®, Minnesota Association of Realtors®, and St. Paul Association of Realtors®.

Together our firm would cover both commercial and residential properties to encompass the entire scope of services required by the City of Ramsey.

2. Marketing

Marketing to consist of signage placed on available property with online advertising in applicable NorthstarMLS® (Multiple Listing Service) and/or MNCAR® (Minnesota Commercial Association of Realtors®) listings. In addition, each Keller Williams and KW Commercial listing will be posted to over 100 different websites along with individual agent websites to get maximum exposure. Marketing for individual properties can be targeted to specific user groups (when applicable) as approved by the City of Ramsey.

Our Firm agrees to the "Scope of Services" as defined in the RFQ:

- Work with (and advise) the City on strategies for marketing, pricing and the sale of City owned properties.
- Develop, distribute, list, and maintain real estate marketing materials and related information.
- Conduct basic market analysis for City owned properties available for sale.
- Manage relationships with prospect buyers (and/or their brokers)—including: responding to inquiries, showing property, answering questions for prospects, conducting negotiations, managing real estate transactions.
- Analyze offers from potential buyers (and/or their brokers) and provide recommendations to the City Council.
- Provide regular activity updates: Verbally, to the City's development team, minimum twice per month and In writing, to the City Council, minimum once per quarter
- Handle other customary real estate broker activities and services.

3. Fee Schedule/Term

A proposed 12 month Exclusive Listing Contract with the City of Ramsey to include a Listing Broker Commission of: 5.75% of property sale or exchange price, for each property that is sold and/or exchanged at/or above $50,000.00; for each property sold and/or exchanged below $50,000.00 a flat Listing Broker Commission of $3,000.00 per property shall apply. All Selling Broker Commissions are to be paid upon successful closing, at the time of closing, as negotiated with the City of Ramsey; a portion of the Listing Broker Commission may be paid to cooperating Buyers Broker, as appropriate. In addition to the Listing Broker Commission, Seller would agree to pay a $299.00 Broker Administrative Commission (see Supporting Documents) on the first five transactions closed during a calendar year (January 1 to December 31) and $0.00 Broker Administrative Commission thereafter during the same calendar year (resulting in a maximum Broker Administrative Commission during a calendar year of $1,495.00).

This fee structure would result in no upfront cost to the City of Ramsey.

"Carry Over Compensation" of the above proposed Listing Broker Commission, not to exceed 180 days after: the expiration of 12 month Exclusive Listing Contract as defined in "Listing Contract" (see Supporting Documents) or early termination as mutually agreed upon by both parties for all properties listed under "Listing Contract."

"Early Termination" In the event a party wishes to end the Listing Contract prior to the 12 month expiration date, both parties must mutually agree to early termination, in writing, and the "Carry Over Compensation" provision as listed above would remain in effect for the full 180 days after the contract has ended. In addition, the City of Ramsey would agree to reimburse Listing Brokerage for actual expenses associated with marketing of property i.e. signage, print marketing materials, mailing cost, etc.

Scope of work performed under this proposal is to comply with all State and Local laws and regulations.

4. Conflict of Interest

Although no Conflict of Interest exists, to offer complete transparency, licensed Realtor® Ryan Hardin has a direct familial relation with a current member of the City of Ramsey EDA, Glen Hardin.

5. Governmental Standing

Alliance Real Estate LLC, has good standing with the Minnesota Department of Commerce and the Association of Realtors (both state and national). In addition, all State and Federal taxes are current. Firm legal name and Tax ID provided in Supporting Documents.

6. Disclaimer

Information contained in this proposal shall in no way be deemed as a contractual obligation by either the City of Ramsey or Alliance Real Estate LLC. Parties agreeing to specific terms shall enter into a formal contract.

7. Supporting Documents

- Tax Identification for Alliance Real Estate LLC DBA KW Commercial NW and Keller Williams Realty Integrity NW
- MN Agency Relationship Form
- Sample Commercial Listing Contract: Exclusive
- Sample Residential Listing Contract: Exclusive Right to Sell
- KW Disclosure Form
- Marketing Sample

Form **W-9**
(Rev. December 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
Alliance Real Estate, LLC

Business name/disregarded entity name, if different from above
Keller Williams Realty Integrity Northwest

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☑ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ p

☐ Exempt payee

☐ Other (see instructions) ▶

Address (number, street, and apt. or suite no.)
17205 Yale Street NW, Suite D

Requester's name and address (optional)

City, state, and ZIP code
Elk River, MN 55330

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
[ ][ ][ ] - [ ][ ] - [ ][ ][ ][ ]

Employer identification number
[redacted] - [redacted] 7 0 2

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ [signature] Date ▶ 10-9-13

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

Form **W-9**
(Rev. December 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
Alliance Real Estate, LLC

Business name/disregarded entity name, if different from above
KW Commercial Northwest

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☑ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ p

☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)
17205 Yale Street NW, Suite D

Requester's name and address (optional)

City, state, and ZIP code
Elk River, MN 55330

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
[redacted]

Employer identification number
[redacted] 7 0 2

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ [signature] Date ▶ 10-9-13

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

KELLER WILLIAMS.
REALTY INTEGRITY NORTHWEST

AGENCY RELATIONSHIPS IN REAL ESTATE TRANSACTIONS

2. **MINNESOTA LAW REQUIRES** that early in any relationship, real estate brokers or salespersons discuss with
3. consumers what type of agency representation or relationship they desire.(1) The available options are listed below. This
4. is **not** a contract. **This is an agency disclosure form only. If you desire representation you must enter into a**
5. **written contract, according to state law** (a listing contract or a buyer/tenant representation contract). Until such time
6. as you choose to enter into a written contract for representation, you will be treated as a customer and will not receive
7. any representation from the broker or salesperson. The broker or salesperson will be acting as a Facilitator (see
8. paragraph V on page two (2)), unless the broker or salesperson is representing another party, as described below.

9. **ACKNOWLEDGMENT: I/We acknowledge that I/we have been presented with the below-described options.**
10. **I/We understand that until I/we have signed a representation contract, I/we am/are not represented by the**
11. **broker/salesperson. I/We understand that written consent is required for a dual agency relationship.**

12. **THIS IS A DISCLOSURE ONLY, NOT A CONTRACT FOR REPRESENTATION.**

13. _____ _____ _____ _____
(Signature) (Date) (Signature) (Date)

14. I. **Seller's/Landlord's Broker:** A broker who lists a property, or a salesperson who is licensed to the listing broker,
15. represents the Seller/Landlord and acts on behalf of the Seller/Landlord. A Seller's/Landlord's broker owes to
16. the Seller/Landlord the fiduciary duties described on page two (2).(2) The broker must also disclose to the Buyer
17. material facts as defined in MN Statute 82.68, Subd. 3, of which the broker is aware that could adversely and
18. significantly affect the Buyer's use or enjoyment of the property. (MN Statute 82.68, Subd. 3 does not apply to
19. rental/lease transactions.) If a broker or salesperson working with a Buyer/Tenant as a customer is representing the
20. Seller/Landlord, he or she must act in the Seller's/Landlord's best interest and must tell the Seller/Landlord any
21. information disclosed to him or her, except confidential information acquired in a facilitator relationship (see paragraph
22. V on page two (2)). In that case, the Buyer/Tenant will not be represented and will not receive advice and counsel
23. from the broker or salesperson.

24. II. **Subagent:** A broker or salesperson who is working with a Buyer/Tenant but represents the Seller/Landlord. In this
25. case, the Buyer/Tenant is the broker's customer and is not represented by that broker. If a broker or salesperson
26. working with a Buyer/Tenant as a customer is representing the Seller/Landlord, he or she must act in the
27. Seller's/Landlord's best interest and must tell the Seller/Landlord any information that is disclosed to him or her.
28. In that case, the Buyer/Tenant will not be represented and will not receive advice and counsel from the broker or
29. salesperson.

30. III. **Buyer's/Tenant's Broker:** A Buyer/Tenant may enter into an agreement for the broker or salesperson to represent
31. and act on behalf of the Buyer/Tenant. The broker may represent the Buyer/Tenant only, and not the Seller/Landlord,
32. even if he or she is being paid in whole or in part by the Seller/Landlord. A Buyer's/Tenant's broker owes to the
33. Buyer/Tenant the fiduciary duties described on page two (2).(2) The broker must disclose to the Buyer material facts
34. as defined in MN Statute 82.68, Subd. 3, of which the broker is aware that could adversely and significantly affect
35. the Buyer's use or enjoyment of the property. (MN Statute 82.68, Subd. 3 does not apply to rental/lease transactions.)
36. If a broker or salesperson working with a Seller/Landlord as a customer is representing the Buyer/Tenant, he or
37. she must act in the Buyer's/Tenant's best interest and must tell the Buyer/Tenant any information disclosed to him
38. or her, except confidential information acquired in a facilitator relationship (see paragraph V on page two (2)). In
39. that case, the Seller/Landlord will not be represented and will not receive advice and counsel from the broker or
40. salesperson.

41. _____ _____ *I have had the opportunity to review the "Notice Regarding Predatory Offender Information" on*
(initial) *(initial)*
42. *page two. (2)*

Instanet forms

IV. **Dual Agency - Broker Representing both Seller/Landlord and Buyer/Tenant:** Dual agency occurs when one broker or salesperson represents both parties to a transaction, or when two salespersons licensed to the same broker each represent a party to the transaction. Dual agency requires the informed consent of all parties, and means that the broker and salesperson owe the same duties to the Seller/Landlord and the Buyer/Tenant. This role limits the level of representation the broker and salesperson can provide, and prohibits them from acting exclusively for either party. In a dual agency, confidential information about price, terms and motivation for pursuing a transaction will be kept confidential unless one party instructs the broker or salesperson in writing to disclose specific information about him or her. Other information will be shared. Dual agents may not advocate for one party to the detriment of the other.[3]

Within the limitations described above, dual agents owe to both Seller/Landlord and Buyer/Tenant the fiduciary duties described below.[2] Dual agents must disclose to Buyers material facts as defined in MN Statute 82.68, Subd. 3, of which the broker is aware that could adversely and significantly affect the Buyer's use or enjoyment of the property. (MN Statute 82.68, Subd. 3 does not apply to rental/lease transactions.)

V. **Facilitator:** A broker or salesperson who performs services for a Buyer/Tenant, a Seller/Landlord or both but does not represent either in a fiduciary capacity as a Buyer's/Tenant's Broker, Seller's/Landlord's Broker or Dual Agent. **THE FACILITATOR BROKER OR SALESPERSON DOES NOT OWE ANY PARTY ANY OF THE FIDUCIARY DUTIES LISTED BELOW, EXCEPT CONFIDENTIALITY, UNLESS THOSE DUTIES ARE INCLUDED IN A WRITTEN FACILITATOR SERVICES AGREEMENT.** The facilitator broker or salesperson owes the duty of confidentiality to the party but owes no other duty to the party except those duties required by law or contained in a written facilitator services agreement, if any. In the event a facilitator broker or salesperson working with a Buyer/Tenant shows a property listed by the facilitator broker or salesperson, then the facilitator broker or salesperson must act as a Seller's/Landlord's Broker (see paragraph I on page one (1)). In the event a facilitator broker or salesperson, working with a Seller/Landlord, accepts a showing of the property by a Buyer/Tenant being represented by the facilitator broker or salesperson, then the facilitator broker or salesperson must act as a Buyer's/Tenant's Broker (see paragraph III on page one (1)).

---

(1) This disclosure is required by law in any transaction involving property occupied or intended to be occupied by one to four families as their residence.

(2) The fiduciary duties mentioned above are listed below and have the following meanings:
Loyalty - broker/salesperson will act only in client(s)' best interest.
Obedience - broker/salesperson will carry out all client(s)' lawful instructions.
Disclosure - broker/salesperson will disclose to client(s) all material facts of which broker/salesperson has knowledge which might reasonably affect the client(s)' use and enjoyment of the property.
Confidentiality - broker/salesperson will keep client(s)' confidences unless required by law to disclose specific information (such as disclosure of material facts to Buyers).
Reasonable Care - broker/salesperson will use reasonable care in performing duties as an agent.
Accounting - broker/salesperson will account to client(s) for all client(s)' money and property received as agent.

(3) If Seller(s)/Landlord(s) decide(s) not to agree to a dual agency relationship, Seller(s)/Landlord(s) may give up the opportunity to sell/lease the property to Buyer(s)/Tenant(s) represented by the broker/salesperson. If Buyer(s)/Tenant(s) decide(s) not to agree to a dual agency relationship, Buyer(s)/Tenant(s) may give up the opportunity to purchase/lease properties listed by the broker.

NOTICE REGARDING PREDATORY OFFENDER INFORMATION: Information regarding the predatory offender registry and persons registered with the predatory offender registry under MN Statute 243.166 may be obtained by contacting the local law enforcement offices in the community where the property is located, or the Minnesota Department of Corrections at (651) 361-7200, or from the Department of Corrections Web site at www.corr.state.mn.us.

KELLER WILLIAMS
REALTY INTEGRITY NORTHWEST

COMMERCIAL LISTING CONTRACT: EXCLUSIVE

This form approved by the Minnesota Association of REALTORS® and the Minnesota Commercial Association of REALTORS®, which disclaims any liability arising out of use or misuse of this form.
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3. **DEFINITIONS:** IN CONSIDERATION OF the Contract of KW Commercial NW (Real Estate Company Name)
4. ("Broker") to undertake to [X] **SELL** [ ] **LEASE** (if only **SELL** is checked, all references to Lessor, tenant, or lease do not apply;
5. *-----(Check all that apply.)----* if only **LEASE** is checked, all references to Seller, buyer, or sale do not apply) the property hereinafter described,
6. _____
7. ("Seller and/or Lessor") grants to Broker the exclusive right to sell and/or lease or contract to sell and/or lease the property at
8. _____
9. _____
10. and legally described as _____
11. _____ ("Property")
12. for the period from the date hereof through and including _____, 20 _____, for the sum
13. of $_____ upon the following terms
14. _____
15. _____
16. or at any other price, terms or exchange to which Seller and/or Lessor may consent.
17. This Contract may only be canceled by written mutual agreement of the parties.
18. Seller and/or Lessor understands that Broker may list other properties during the term of this Contract which may
19. compete with Seller's and/or Lessor's Property for potential buyers and/or tenants.
20. **SELLER'S AND/OR LESSOR'S OBLIGATION:** It is agreed that Seller and/or Lessor shall promptly furnish Broker
21. with complete information concerning any person who during the period of this Contract makes inquiry to Seller and/
22. or Lessor regarding the sale, exchange or lease of the Property.
23. If the Property is sold, Seller hereby agrees to furnish to buyer an Abstract of Title, a Registered Property Abstract
24. or an ALTA Title Insurance Commitment, certified to date, to include proper searches covering bankruptcies and state
25. and federal judgments and liens, and to execute or cause to be executed a deed conveying title to the Property to the
26. buyer and any further documents as may be required to consummate the sale in accordance with the terms above
27. designated or with the terms to which Seller may hereafter consent.
28. Seller and/or Lessor further agrees to promptly notify Broker of any notices pertaining to the Property which are hereafter
29. received during the term of this Contract.
30. It is further agreed that Seller and/or Lessor shall permit Broker to erect a "For Sale" and/or "For Lease" sign on the
31. Property and to remove all other "For Sale" and/or "For Lease" signs from the Property during the period of this Contract.
32. Seller and/or Lessor shall permit Broker to place information on the Minnesota Commercial Property Exchange ("MCPE")
33. or other type of multiple listing service forum ("MLS") and the Internet concerning the Property. Broker may notify the
34. MCPE or MLS and member REALTORS® of the price and terms of the sale and/or lease.
35. Seller and/or Lessor has the full legal right to sell and/or lease the Property.
36. Seller and/or Lessor certifies that as of the date of execution of this Contract, Seller and/or Lessor has not received
37. any notice of building, health or fire code violations, nor vacant building registration notification, nor notice of hazardous
38. waste on the Property, nor notice of condemnation pertaining to the Property, except as herein noted (if none, state
39. "none"): _____
40. _____
41. _____ .

SAMPLE

Instanet forms

43. Property located at _____.

44. **SELLER AND/OR LESSOR CONTENT LICENSE:** In the event Seller and/or Lessor provides content, including, but
45. not limited to, any photos or videos of the Property ("Seller and/or Lessor Content") to Broker, Seller and/or Lessor
46. grants to Broker a nonexclusive, perpetual, world-wide, transferable, royalty free license to sub-license (including through
47. multiple tiers), reproduce, distribute, display, perform and create derivate works of the Seller and/or Lessor Content.
48. Seller and/or Lessor represents and warrants that Seller and/or Lessor has authority to provide Seller and/or Lessor
49. Content and Seller and/or Lessor Content does not violate any restrictions regarding use including any third-party intellectual
50. property rights or laws. Seller and/or Lessor agrees to execute any further documents that are necessary to effect this license.

51. **NOTICE: THE COMPENSATION RATE FOR THE SALE, LEASE, RENTAL OR MANAGEMENT OF REAL PROPERTY**
52. **SHALL BE DETERMINED BETWEEN EACH INDIVIDUAL BROKER AND ITS CLIENT.**

53. **BROKER'S COMPENSATION** *(Fill in all blanks.)*:

54. COMPENSATION FOR SALE *(To be completed only if Property is being offered for sale)*: Seller shall pay Broker a
55. retainer fee of $ 0.00 when Seller signs this Contract. Broker shall keep this fee even if Seller
56. does not sell the Property. It is further agreed that Seller shall pay Broker a brokerage fee of *(check any that apply)*:
57. ☐ _____ percent (%) of the price for which the Property is sold or exchanged;
58. ☐ $ _____;
59. ☐ $ _____ per square foot;
60. ☐ OTHER: _____
61. _____
62. _____ ;
63. upon the occurrence of any of the following conditions, identified in lines 78-122.

64. COMPENSATION FOR LEASE *(To be completed only if Property is being offered for lease)*: Lessor shall pay Broker a
65. retainer fee of $ _____ when Lessor signs this Contract. Broker shall keep this fee even
66. if Lessor does not lease the Property. It is further agreed that Lessor shall pay Broker a brokerage fee of *(check any*
67. *that apply)*:
68. ☐ _____ percent (%) of the total gross obligation of the lease price;
69. ☐ _____ percent (%) of the total net obligation of the lease price;
70. ☐ $ _____;
71. ☐ $ _____ per useable square foot;
72. ☐ $ _____ per rentable square foot;
73. ☐ OTHER: _____
74. _____
75. _____ ;
76. upon the occurrence of any of the following conditions, identified in lines 78-122 and paid in the following manner:
77. _____ percent (%) upon lease execution and _____ percent (%) upon lease occupancy.

78. COMPENSATION CONDITIONS:

79. 1. The sale and/or lease, contract for sale and/or lease, exchange or conveyance of the Property during the period
80. of this Contract by Broker or any other person, including but not limited to, Seller and/or Lessor or any other agent
81. or broker not a party to this Contract, in accordance with the price, terms or exchange as set forth herein or as
82. otherwise consented to by Seller and/or Lessor;

83. 2. A buyer and/or tenant is procured, whether by Broker, Seller and/or Lessor or anyone else, who is ready, willing
84. and able to purchase and/or lease the Property at the price and terms set forth above and Seller and/or Lessor
85. refuses to sell and/or lease;

SAMPLE

Instanet Forms

87. Property located at _____.

88. 3. A Seller and/or Lessor agrees to sell and/or lease the Property before the expiration of this Contract, and Seller
89. refuses to close the sale and/or Lessor refuses to commence the lease in accordance with the terms of the executed
90. lease agreement;

91. 4. A Seller and/or Lessor removes the Property from the market before expiration of this Listing Contract;

92. 5. If Seller and/or Lessor grants an option to purchase and/or lease the Property, Seller and/or Lessor shall compensate
93. Broker, as provided herein, based on the price paid for the option and for any extensions thereof. This compensation
94. shall be paid upon receipt by Seller and/or Lessor of any such payments. In the event such option is exercised,
95. whether during the term of this Contract, or within 6 months thereafter, Seller and/or Lessor shall also
96. compensate Broker on the gross sale and/or lease price of the Property in accordance with the provisions herein.
97. Notwithstanding the foregoing, to the extent that all or part of the price paid for the option or any extension thereof
98. is applied to the sale and/or lease price of the Property, then any compensation previously paid by Seller and/or
99. Lessor to Broker on account of such option payments shall be credited against the compensation payable to Broker
100. on account of the exercise of the option;

101. 6. During the term of this Listing Contract or within 180 days *(not to exceed six (6) months, except for the*
102. *purchase or sale of a business in which case it cannot exceed two (2) years)* after the expiration of this Listing Contract:
103. (a) the Property is acquired by a public authority;
104. (b) an agreement to acquire the Property is reached with a public authority; or
105. (c) a public authority institutes eminent domain/condemnation proceedings to acquire the Property;

106. 7. Seller and/or Lessor contributes or conveys the Property or any interest therein to a partnership, joint venture or
107. other business entity during the term of this Contract in lieu of a sale and/or lease of the Property during the term
108. of this Contract;

109. 8. Seller and/or Lessor is a partnership or other business entity, and an interest in the partnership or other business
110. entity is transferred, whether by merger, outright purchase and/or lease or otherwise in lieu of sale and/or lease
111. of the Property during the term of this Contract; or

112. 9. If within 180 days *(not to exceed six (6) months, except for the purchase or sale of a business in which case*
113. *it cannot exceed two (2) years)* after the end of this Contract, Seller and/or Lessor sells and/or leases or agrees
114. to sell and/or lease the Property to anyone who has made an affirmative showing of interest in the Property by
115. responding to an advertisement or by contacting the Broker or salesperson involved or has been physically shown
116. the Property by the Broker or salesperson. It is understood that Broker shall not seek to enforce collection of a
117. compensation under this subparagraph nine (9) unless the name of the prospect is on a written list given to Seller
118. and/or Lessor within 72 hours after expiration of this Listing Contract.

119. As security for Broker's compensation, Seller and/or Lessor hereby grants to Broker a security interest in the lease
120. payments from the lease of the Property or proceeds from a sale and any title company or other closer who conducts
121. the closing on the sale and/or lease of the Property is directed to disburse the Broker's compensation provided hereunder
122. to the Broker at the time of closing.

123. **COMPENSATION DISCLOSURE:** Broker's compensation to cooperating brokers shall be as specified in the MCPE
124. and/or MLS unless Broker notifies Seller and/or Lessor otherwise in writing.

125. **FORFEITURE OF EARNEST MONEY:** If a buyer of the Property defaults and as a result forfeits the earnest money,
126. Seller shall receive _____ percent (%) and Broker shall receive _____ percent (%) of the earnest money.

127. **COOPERATING BROKERS:** Seller and/or Lessor hereby permits Broker to share part of Broker's compensation with
128. other real estate brokers, including brokers only representing the buyer and/or tenant.

129. **CLOSING SERVICES:**
130. **NOTICE:** THE REAL ESTATE BROKER, LICENSEE REPRESENTING OR ASSISTING SELLER OR REAL
131. ESTATE CLOSING AGENT HAS NOT EXPRESSED AND, UNDER APPLICABLE STATE LAW, MAY
132. NOT EXPRESS OPINIONS REGARDING THE LEGAL EFFECT OF THE CLOSING DOCUMENTS OR
133. OF THE CLOSING ITSELF.

SAMPLE

135. Property located at _____.

136. After a purchase agreement for the Property is signed, arrangements must be made to close the transaction. Seller
137. understands that Seller may arrange for a qualified closing agent or attorney to conduct the closing, or Seller may
138. ask Broker to arrange for the closing. Seller understands that Seller may be required to pay certain closing costs which
139. may effectively reduce the proceeds from the sale. Seller has indicated his/her/its choice for closing services (*initial*
140. *one*).

141. _____ (Seller) _____ (Seller) Seller wishes to have Broker arrange for closing services.

142. _____ (Seller) _____ (Seller) Seller shall arrange for closing services.

143. **ADDITIONAL COSTS:** Seller acknowledges that Seller may be required to pay certain closing costs, which may
144. effectively increase the cash outlay at closing.

145. **AGENCY REPRESENTATION:**

146. ☒ Seller and/or Lessor will agree to a dual agency representation and will consider offers made by buyers and/or
147. tenants represented by Broker.

148. ☐ Seller and/or Lessor will not agree to a dual agency representation and will not consider offers by buyers and/or
149. tenants represented by Broker.

150. Real Estate Company Name: KW Commercial NW

151. By: _____ (Licensee) Ryan Hardin

152. Seller and/or Lessor: _____ Date: _____

153. Seller and/or Lessor: _____ Date: _____

154. **OTHER POTENTIAL SELLERS AND/OR LESSORS:** Seller and/or Lessor understands that Broker may list other
155. properties during the term of this Contract. Seller and/or Lessor consents to Broker representing such other potential
156. sellers and/or lessors before, during and after the expiration of this Contract.

157. **PREVIOUS AGENCY RELATIONSHIPS:** Broker or licensee representing or assisting Seller and/or Lessor may have
158. had a previous agency relationship with a buyer and/or tenant of Seller's and/or Lessor's Property. Seller and/or
159. Lessor acknowledges that Broker or licensee representing or assisting Seller and/or Lessor is legally required to keep
160. information regarding the ultimate price and terms the buyer and/or tenant would accept and the motivation for buying
161. and/or leasing confidential, if known.

162. **INDEMNIFICATION:** Broker will rely on the accuracy of the information Seller and/or Lessor provides to Broker. Seller
163. and/or Lessor agrees to indemnify and hold harmless Broker from and against any and all claims, liability, damage
164. or loss arising from any misrepresentation, misstatement, omission of fact or breach of a promise by Seller and/or
165. Lessor. Seller and/or Lessor agrees to indemnify and hold harmless Broker from any and all claims or liability related
166. to damage or loss to the Property or its contents, or any injury to persons in connection with the marketing of the Property.
167. Indemnification by Seller and/or Lessor shall not apply if the damage, loss or injury is the result of the gross negligence
168. or willful misconduct of the Broker.

169. **CERTIFICATION INDIVIDUAL TRANSFEROR: Section 1445 of the Internal Revenue Code provides that a**
170. **transferee (buyer) of a U.S. real property interest must be notified in writing, and must withhold tax if the**
171. **transferor (Seller) is a foreign person and the sale price exceeds $300,000. In the event transferor (Seller) is a**
172. **foreign person and the sale price exceeds $300,000, requirements of the 1980 Foreign Investment in Real**
173. **Property Tax Act (FIRPTA) will be fulfilled.**

174. **Seller states and acknowledges the following:** Seller is a citizen of the United States or, if a corporation, partnership
175. or other business entity, duly incorporated in the United States, or, if a partnership or business entity, formed and
176. governed by the laws of the United States: ☐ Yes ☐ No

177. If "No," please state country of citizenship, incorporation or the like: _____

178. Under the penalties of perjury, Seller declares that Seller has examined this certification and, to the best of Seller's
179. knowledge and belief, it is true, correct and complete.

SAMPLE

181. Property located at _____.

182. **ADDITIONAL NOTICES AND TERMS:** As of this date Seller and/or Lessor has not received notices from any municipality,
183. government agency or unit owners' association about the Property that Seller and/or Lessor has not informed Broker
184. about in writing. Seller and/or Lessor agrees to promptly inform Broker, in writing, of any notices of such type that Seller
185. and/or Lessor receives during the term of this Contract.

186. This shall serve as Seller's and/or Lessor's written notice granting Broker permission to obtain mortgage information
187. (e.g., mortgage balance, interest rate, payoff and/or assumption figures) regarding any existing financing on the Property.
188. A copy of this document shall be as valid as the original.

189. **MISCELLANEOUS:** This Contract is binding upon the heirs, successors and assigns of the parties.

190. All of the representations and covenants of this Contract shall survive and be enforceable after termination of this
191. Contract.

192. This Contract constitutes the complete agreement between the parties and supersedes any prior oral or written
193. agreements between the parties relative to the provisions herein. No amendment, modification or extension of this
194. Contract shall be valid or binding unless made in writing and signed by both Seller and/or Lessor and Broker.

195. This Contract shall be governed by the laws of the State of Minnesota.

196. **ELECTRONIC SIGNATURES:** The parties agree the electronic signature of any party on any document related to this
197. transaction constitute valid, binding signatures.

198. **CONSENT FOR COMMUNICATION:** Seller and/or Lessor authorizes Broker and its representatives to contact Seller
199. and/or Lessor by mail, phone, fax, e-mail or other means of communication during the term of this Contract and
200. anytime thereafter.

201. **OTHER:** _____

202. _____

203. _____

204. _____

205. _____

206. _____

207. **ACCEPTED BY:** _____ KW Commercial NW _____
(Real Estate Company Name)

208. **BY:** _____
(Licensee) Ryan Hardin (Date)

209. **ACCEPTED BY:** _____ **ACCEPTED BY:** _____
(Seller and/or /Lessor) (Seller and/or Lessor)

210. Its: _____ Its: _____
(Title) (Title)

211. _____ _____
(Date) (Date)

212. _____ _____
(Address) (Address)

213. _____ _____
(Phone) (Phone)

214. _____ _____
(E-mail Address) (E-mail Address)

215. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN SELLER AND/OR LESSOR AND BROKER.**
216. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**

SAMPLE

KELLER WILLIAMS
REALTY INTEGRITY NORTHWEST

LISTING CONTRACT: EXCLUSIVE RIGHT TO SELL

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1. Date _____
2. Page 1 of _____ pages

DEFINITIONS: This Contract involves the property located at _____,
legally described as _____
_____ ("Property").
Seller is _____ ("Seller").
Broker is Keller Williams Realty Integrity NW (Real Estate Company Name) ("Broker").
This Contract starts on _____, 20 _____, and ends at 11:59 p.m. on _____,
20 _____.
This Contract may only be canceled by written mutual agreement of the parties.
PRICE: Seller offers the Property for sale for the price of $ _____, upon the following
terms: _____.
LISTING: Seller gives Broker the exclusive right to sell the Property. In exchange, Broker agrees to list and market the Property for sale. Broker may place a "For Sale" sign and a lock box with keys on the Property, unless prohibited by governing authority. Seller understands this Contract DOES NOT give Broker authority to rent or manage the Property. Seller understands Broker may be a member of a Multiple Listing Service ("MLS"), and if Broker is a member of MLS, and where available, Broker may give information to the MLS concerning the Property. Broker may place information on the Internet concerning the Property, including sold information (except as limited in the *Internet Display Options* Form). If Broker sells the Property, Broker may notify the MLS and member REALTORS® of the price and terms of the sale. Seller acknowledges that neither Broker, the MLS, the Minnesota Association of REALTORS®, nor any other broker is insuring Seller or occupant against theft, loss or vandalism.

(Initial)

_____ (Seller) _____ (Seller) Seller acknowledges that Seller has received and has had the opportunity to review the *Internet Display Options* Form.

LISTED FOR LEASE: The Property ☐ **IS** ☐ **IS NOT** currently listed for lease. If **IS**, the listing broker is _____. If **IS NOT**, Seller ☐ **MAY** ☐ **MAY NOT** list the Property for lease during the terms of this Contract with another broker.

(Check one.) (Check one.)

Nothing in this Contract shall prohibit Broker and Seller from entering into a listing agreement for the lease of this Property upon terms acceptable to both parties.

SELLER'S OBLIGATION: Seller shall notify Broker of relevant information important to the sale of the Property. Seller shall cooperate with Broker in selling the Property. Seller shall promptly inform Broker about all inquiries Seller receives about the Property. Seller agrees to provide and pay for any inspections and reports required by any governmental authority. Seller agrees to provide unit owners' association documents, if required. Seller shall remain responsible for security, maintenance, utilities and insurance during the term of this Contract, and for safekeeping, securing and/or concealing any valuable personal property during Property showings or open houses. Seller shall surrender any abstract of title and a copy of any owner's title insurance policy for this Property, if in Seller's possession or control, to buyer or buyer's designated title service provider. Seller shall take all actions necessary to convey marketable title by the date of closing as agreed to in a purchase agreement. Seller shall sign all documents necessary to transfer to buyer marketable title to the Property. Seller has the full legal right to sell the Property.

Seller authorizes Broker, and any other broker authorized by Broker, to preview and show the Property at reasonable times and upon reasonable notice and agrees to commit no act which might tend to obstruct Broker's performance hereunder. If the Property is occupied by someone other than Seller, Seller shall comply with Minnesota law and any applicable lease provisions of an existing lease and provide tenant with proper notice in advance of any Property showing.

SAMPLE

Instanet forms

46. Property located at _____.

47. **SELLER CONTENT LICENSE:** In the event Seller provides content, including, but not limited to, any photos or videos
48. of the Property ("Seller Content") to Broker, Seller grants to Broker a nonexclusive, perpetual, world-wide, transferable,
49. royalty free license to sub-license (including through multiple tiers), reproduce, distribute, display, perform and create
50. derivate works of the Seller Content. Seller represents and warrants that Seller has authority to provide Seller Content
51. and Seller Content does not violate any restrictions regarding use including any third-party intellectual property rights
52. or laws. Seller agrees to execute any further documents that are necessary to effect this license.

53. **NOTICE: THE COMPENSATION FOR THE SALE, LEASE, RENTAL OR MANAGEMENT OF REAL PROPERTY**
54. **SHALL BE DETERMINED BETWEEN EACH INDIVIDUAL BROKER AND THE BROKER'S CLIENT.**

55. **BROKER'S COMPENSATION:**
56. Seller agrees to pay Broker a retainer fee of $ _____ at the commencement of this Contract, which
57. fee should be kept by Broker whether or not Seller sells the Property. The retainer fee will apply toward satisfaction of
58. any obligation to compensate Broker.

59. Seller shall pay Broker, as Broker's compensation, _____ percent (%) of the selling price or
60. $ _____, whichever is greater, if Seller sells or agrees to sell the Property during the term of
61. this Contract.

62. Other: _____

63. In addition, if before this Contract expires Broker presents a buyer who is willing and able to buy the Property at the
64. price and terms required in this Contract, but Seller refuses to sell, Seller shall still pay Broker the same compensation.
65. Seller agrees to pay Broker's compensation whether Broker, Seller or anyone sells the Property. Seller hereby permits
66. Broker to share part of Broker's compensation with other real estate brokers, including brokers representing only the
67. buyer. Seller agrees to pay Broker's compensation in full upon the happening of any of the following events:

68. 1. the closing of the sale;
69. 2. Seller's refusal to close the sale; or
70. 3. Seller's refusal to sell at the price and terms specified above.

71. If, within 180 days *(not to exceed six (6) months)* after the expiration of this Contract, Seller sells or agrees to sell
72. the Property to anyone who:

73. 1. during this Contract made inquiry of Seller about the Property and Seller did not tell Broker about the inquiry;
74. or
75. 2. during this Contract made an affirmative showing of interest in the Property by responding to an advertisement,
76. or by contacting Broker or the licensee involved, or was physically shown the Property by Broker and whose
77. name and address is on a written list Broker gives to Seller within 72 hours after the expiration of this Contract;

78. then Seller shall still pay Broker the compensation noted herein, even if Seller sells the Property without Broker's
79. assistance. Seller understands that Seller does not have to pay Broker's compensation if Seller signs another valid
80. listing contract or facilitator services agreement for this Property after the expiration or cancellation of this Contract,
81. under which Seller is obligated to compensate another licensed real estate broker.

82. To secure the payment of Broker's compensation, Seller hereby assigns to Broker the gross proceeds from the sale
83. of the Property in an amount equal to the compensation due to Broker under this Contract.

84. **COMPENSATION DISCLOSURE:** Broker's compensation to cooperating brokers shall be as specified in the MLS
85. unless Broker notifies Seller otherwise in writing.

86. **CLOSING SERVICES:**

87. **NOTICE:** THE REAL ESTATE BROKER, LICENSEE REPRESENTING OR ASSISTING SELLER OR REAL ESTATE
88. CLOSING AGENT HAS NOT EXPRESSED AND, UNDER APPLICABLE STATE LAW, MAY NOT EXPRESS
89. OPINIONS REGARDING THE LEGAL EFFECT OF THE CLOSING DOCUMENTS OR OF THE CLOSING
90. ITSELF.

91. After a purchase agreement for the Property is signed, arrangements must be made to close the transaction. Seller
92. understands that no one can require Seller to use a particular person in connection with a real estate closing and that
93. Seller may arrange for a qualified closing agent or Seller's attorney to conduct the closing.

SAMPLE

KELLER WILLIAMS
REALTY INTEGRITY NORTHWEST

LISTING CONTRACT:
EXCLUSIVE RIGHT TO SELL

95. Property located at _____.

96. Seller's choice for closing services. *(Initial one.)*

97. _____ _____ Seller wishes to have Broker arrange for the closing.
(Seller) (Seller)

98. _____ _____ Seller shall arrange for a qualified closing agent or Seller's attorney to conduct the closing.
(Seller) (Seller)

99. **ADDITIONAL COSTS:** Seller acknowledges that Seller may be required to pay certain closing costs, which may
100. effectively reduce the proceeds from the sale.

101. Seller understands that mortgage financing services are usually paid for by buyer; however, certain insured government
102. loans may require Seller to pay a portion of the fees for the mortgage loan. Seller understands that Seller shall not be
103. required to pay the financing fees on any mortgage without giving Seller's written consent.

104. **WARRANTY:** There are warranty programs available for some properties which warrant the performance of certain
105. components of a property, which warranty programs Seller may wish to investigate prior to the sale of the Property.

106. **AGENCY REPRESENTATION:** If a buyer represented by Broker wishes to buy the Seller's Property, a dual
107. agency will be created. This means that Broker will represent both the Seller and the buyer, and owe the same
108. duties to the buyer that Broker owes to the Seller. This conflict of interest will prohibit Broker from advocating exclusively
109. on the Seller's behalf. Dual agency will limit the level of representation Broker can provide. If a dual agency should arise,
110. the Seller will need to agree that confidential information about price, terms, and motivation will still be kept
111. confidential unless the Seller instructs Broker in writing to disclose specific information about the Seller. All other
112. information will be shared. Broker cannot act as a dual agent unless both the Seller and the buyer agree to it. By
113. agreeing to a possible dual agency, the Seller will be giving up the right to exclusive representation in an in-house transaction.
114. However, if the Seller should decide not to agree to a possible dual agency, and the Seller wants Broker to represent
115. the Seller, the Seller may give up the opportunity to sell the Property to buyers represented by Broker.

116. Seller's Instructions to Broker:
117. Having read and understood this information about dual agency, Seller now instructs Broker as follows:
118. ☐ Seller will agree to a dual agency representation and will consider offers made by buyers represented by
119. Broker.
120. ☐ Seller will not agree to a dual agency representation and will not consider offers made by buyers represented
121. by Broker.

122. Real Estate Company Name: Keller Williams Integrity NW

123. Seller: _____

124. By: _____ Seller: _____
(Licensee)

125. Heather Dietrich Feigum Date: _____

126. **OTHER POTENTIAL SELLERS:** Seller understands that Broker may list other properties during the term of this
127. Contract. Seller consents to Broker representing or assisting such other potential sellers before, during and after the
128. expiration of this Contract.

129. **PREVIOUS AGENCY RELATIONSHIPS:** Broker or licensee representing or assisting Seller may have had a previous
130. agency relationship with a potential buyer of Seller's Property. Seller acknowledges that Seller's Broker or licensee
131. representing or assisting Seller is legally required to keep information regarding the ultimate price and terms the buyer
132. would accept and the motivation for buying confidential, if known.

133. **INDEMNIFICATION:** Broker will rely on the accuracy of the information Seller provides to Broker. Seller agrees
134. to indemnify and hold harmless Broker from and against any and all claims, liability, damage or loss arising from any
135. misrepresentation, misstatement, omission of fact or breach of a promise by Seller. Seller agrees to indemnify and hold
136. harmless Broker from any and all claims or liability related to damage or loss to the Property or its contents, or any
137. injury to persons in connection with the marketing of the Property. Indemnification by Seller shall not apply if the damage,
138. loss or injury is the result of the gross negligence or willful misconduct of the Broker.

SAMPLE

Instanet Forms

KELLER WILLIAMS
REALTY INTEGRITY NORTHWEST

LISTING CONTRACT: EXCLUSIVE RIGHT TO SELL

140. Property located at _____.

141. **CERTIFICATION INDIVIDUAL TRANSFEROR: Section 1445 of the Internal Revenue Code provides that a**
142. **transferee (buyer) of a U.S. real property interest must be notified in writing and must withhold tax if the**
143. **transferor (Seller) is a foreign person and the sale price exceeds $300,000. In the event transferor (Seller) is a**
144. **foreign person and the sale price exceeds $300,000, requirements of the 1980 Foreign Investment in Real**
145. **Property Tax Act (FIRPTA) will be fulfilled.**

146. **Seller(s) states and acknowledges the following:** Seller is a citizen of the United States or, if a corporation, partnership
147. or other business entity, duly incorporated in the United States or, if a partnership or business entity, formed and
148. governed by the laws of the United States: ☐ Yes ☐ No

149. If "No," please state country of citizenship, incorporation or the like: _____

150. Under the penalties of perjury Seller declares that Seller has examined this certification and, to the best of Seller's
151. knowledge and belief, it is true, correct and complete.

152. **FAIR HOUSING NOTICE:** Seller understands that Seller shall not refuse to sell, or discriminate in the terms, conditions
153. or privileges of sale, to any person due to his/her race, color, creed, religion, national origin, sex, marital status, status
154. with regard to public assistance, handicap (whether physical or mental), sexual orientation or family status. Seller
155. understands further that local ordinances may include other protected classes.

156. **ADDITIONAL NOTICES AND TERMS:** As of this date Seller has not received notices from any municipality, government
157. agency or unit owners' association about the Property that Seller has not informed Broker about in writing. Seller agrees
158. to promptly inform Broker, in writing, of any notices of such type that Seller receives during the term of this Contract.

159. This shall serve as Seller's written notice granting Broker permission to obtain mortgage information (e.g., mortgage
160. balance, interest rate, payoff and/or assumption figures) regarding any existing financing on the Property. A copy of
161. this document shall be as valid as the original.

162. **ELECTRONIC SIGNATURES:** The parties agree the electronic signature of any party on any document related to this
163. transaction constitute valid, binding signatures.

164. **CONSENT FOR COMMUNICATION:** Seller authorizes Broker and its representatives to contact Seller by mail, phone,
165. fax, e-mail or other means of communication during the term of this Agreement and anytime thereafter.

166. **OTHER:** _____

167. _____

168. _____

169. _____.

170. **ACCEPTED BY:** Keller Williams Realty Integrity NW
(Real Estate Company Name)

171. **BY:** _____
(Licensee) Heather Dietrich Feigum (Date)

172. **ACCEPTED BY:** _____ **ACCEPTED BY:** _____
(Seller) (Seller)

173. _____ _____
(Date) (Date)

174. _____ _____
(Address) (Address)

175. _____ _____
(Phone) (Phone)

176. _____ _____
(E-mail Address) (E-mail Address)

177. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN SELLER AND BROKER.**
178. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**

SAMPLE

Instanet forms

SELLER(s)

Disclosure, Waivers and Acceptances

Multiple Offers

A multiple offer occurs when more than one Buyer (or Agent representing a Buyer) submits an offer to purchase a Seller's property. A Buyer(s) awareness that there is an existing or pending offer may cause the Buyer(s) to, among other things, submit a higher offer, or to not submit or to withdraw a pending offer. A Seller(s) Agent is not automatically required to disclose the existence of multiple offers to a Buyer (or an Agent representing a Buyer). Rather, a Seller's Agent will disclosure the existence of other offers to a Buyer or an Agent representing a Buyer in response to an inquiry ONLY if the Seller(s) approve of the disclosure.

Seller's Multiple Offer Disclosure Approval

Seller hereby acknowledges that I (we) have been informed that I (we) may decide how to handle multiple offers and that I (we) may receive a higher price for our property if other buyers and their agents are informed if a multiple offer situation develops; also that I (we) may risk losing other offers if potential buyers withdraw their offers after being told of the existence of other offers. I (we) give the following directions to the listing broker:

Please initial one option only

1)

_____ Please Initial — (A) Inform all potential buyers or their agents when there is an existence of other offers.

_____ Please Initial — (B) Inform all potential buyers or their agents when there is an existence of other offers only when they ask.

_____ Please Initial — (C) **Do not** inform all potential buyers or their agents when there is an existence of other offers.

2) _____ **Please Initial**

Keller Williams Realty Integrity Northwest is a licensed real estate broker engaged in the practice of real estate marketing. Keller Williams Realty Integrity Northwest and KW Commercial NW is not an expert in any other field, including without limitation, construction, inspection, accounting, tax, appraisal, property tax evaluation, law, environmental, title examination, zoning, surveying or tax deferred exchanging. If you have a need for these professional services, you may request a list of providers from your agent who have served their clients in the past, or you may seek other recommendations.

SAMPLE

3) _____
Please Initial

Client(s)/Customer(s) acknowledge that an additional $299.00 Broker Administration Commission will be charged at the successful close of each transaction with a $1,495.00 cap (five transactions) per calendar year (January 1 to December 31).

_____ _____
Seller Signature Date Seller Signature Date

_____
Agent Signature Date

SAMPLE

FOR SALE

$2,295,000











Year Built: 1993
Lot Size: 540x433x152x126x70x21
Square Feet: 45,000
Heating: Forced Air

Elk River

17201 Ulysses Street NW

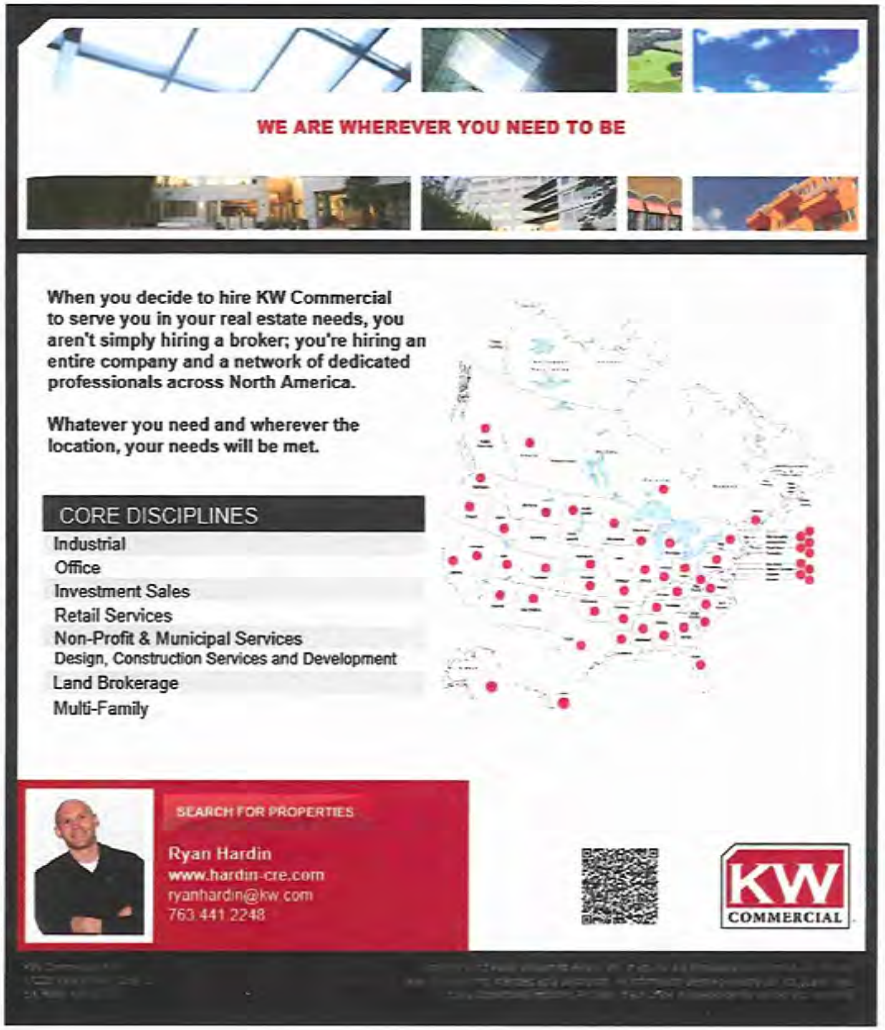
45,000 sq ft warehouse fully sprinkled (wet) both rack & over-head on 2.76 acres priced to sell! Built in 1993, most recent addn in 1999, incl 4-300,000 btu heaters, 5 loading docks, 1 street level door & security system. Contact list agent for details!

Ryan Hardin
REALTOR®
763.441.2248
612.860.6177
www.hardin-cre.com

KW COMMERCIAL NORTHWEST

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SAMPLE EMAIL MARKETING







FOR SALE! $75,000

XXXX County D, Maplewood, MN 55109

Great opportunity to build on .14 acres in Maplewood's Harbor Pointe commercial development. Excellent access to 694 from White Bear Ave. Property could be split into 3 separate parcel id#'s. Contact Ryan Hardin Today at 612-860-6177 or www.hardin-cre for more inforamtion!

KW COMMERCIAL NORTHWEST

JUST LISTED

28700 Jodrell St, Cambridge, MN 55008



$230,000

Very nice & well maintained rambler on 18+ acres. Two-car attached garage + pole bldg. with heated workshop & garage stalls w/concrete floor + 2 dirt floor box stalls and shelter area. Contact Heather Today at 612-309-7626 for more information!



Ryan Hardin
REALTOR®
KW Commercial NW
17205 Yale St NW, Suite D.
Elk River, MN 55330
763.441.2248
612.860.6177

Call, text or email Ryan Today for all your real estate needs!

www.hardin-cre.com.com
ryanhardin@kw.com

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FOR SALE: $1,007,150.00

XXXX US HIGHWAY 10, Elk River, MN 55330

Great opportunity to develop 7.34 acres on US Highway 10! Excellent Hwy 10 visibility with access off Edison Street. Zoned C-3 Highway Commercial.

Contact Ryan Hardin Today at 612-860-6177 or www.hardin-cre.com for more details!

Cost and Term Analysis for Broker RFQ

	Broker	Commission/Fees	Upfront Costs	Terms
finalist	CBRE	5%; 7% co-brokered	$0	LISTING AGREEMENT: 3 yrs, option to cancel at 1 yr with 90 day notice; OTHER: 180 day protected period, hourly basis beyond proposal scope
finalist	Coldwell Banker Commercial	7%; 9% co-brokered	$600 per sign; offset against commission fees at closing	LISTING AGREEMENT: 2 yrs, option to cancel at 180 days with 90 day notice; OTHER: 6 month protected list*
finalist	Northco	5%; 6% co-brokered	$0	LISTING AGREEMENT: 12 months; OTHER: 180 days protected list
	KW Commercial NW	5.75% above a $50,000 sale or $3,000 if under a $50,000 sale; as appropriate for co-brokered; $299 for first five transactions in	$0	LISTING AGREEMENT: 12 months with optional to cancel anytime if mutually agreed upon; OTHER: 180 days protected list
	Edina Realty	6% for all sales; negociated for co-brokerage	$0	LISTING AGREEMENT: 2 yr minimum; OTHER: none
	KW Commercial**	6% with $399 per transaction; no data for co-brokered *OR* 6%; 45% to co-brokered firm	$0	LISTING AGREEMENT: 1 yr term with yearly renewal option, no early termination *OR* 365 days with 48 hour dissatifaction correction timeframe with agreement release if not satisfied
	Mid-America	6%; 8% co-brokered	$0	LISTING AGREEMENT: 12 months with 30 day written cancellation; OTHER: $150 per man hour for other duties,if overseer of construction 5% of construction costs proposed
	Premier Commercial Properties	7%; split of 7% for co-brokered	$0	LISTING AGREEMENT: 24 months with 6 months opt; OTHER: negociable beyond scope of proposal
	Arthur Grant Realty	5%	$0	LISTING AGREEMENT: 6 months with optional renewal every 6 months
	American Dream Realty Midwest	5% for total broker compensation, 3% for buyer broker compensation, 1/12th of annual lease for leasing compensation	$0	LISTING AGREEMENT: 12 months with automatic 6 month extensions with 60 day notice termination unless City explicitly cancels the agreement; OTHER: additional fees outside of proposal scope

Note: 70 parcels to be listed
Note: A protected list is required to be provided by the brokerage firm per MN law within 72 hrs of agreement termination
*Within 6 months of agreement termination CBC will earn commission fees if buyer is on "protected list"
**Submitted jointly which is why table provides duplicative yet slightly different figures

CC Regular Session

Meeting Date: 12/10/2013

By: Mark Riverblood, Engineering/Public Works

Information

Title:

Adopt Resolution #13-12-218 Authorizing the Construction of Elmcrest Park's Community Building

Purpose/Background:

For the last one half year, City Council, the Park and Recreation Commission, Anoka Ramsey Athletic Association, Northern Lights Traveling Soccer, and the community have been planning in earnest for the proposed park building at Elmcrest Park. Careful and thoughtful analysis has resulted in a building design and scope that is predicted to serve the community and association effectively, with good utility, as well as appropriate esthetics for decades into the future.

In March of 2013, the Anoka Ramsey Athletic Association pledged $40,000 to the project's construction, and Council approved the architect for the project. Following a design process with stakeholders, on September 24th, 2013 Council authorized the formation of the Construction Team and the advertisement for bids. Subsequent to that Council direction, Staff advertised, sent invitations to Ramsey businesses to bid on the project. 24 separate bids were received for the 27 different categories of work, with several of categories with no bids received. On November 26th City Council rejected a portion of the bids and authorized Staff to obtain competitive quotes for the 'no bids' and those rejected bids. (The attachment 'Bid Packs' describes all the various categories of work.)

On Monday December 2nd, the final quotes were due and the City's Construction Manager, American Liberty Construction Inc. issued a Guaranteed Maximum Price (GMP) of $716,785.00 for all elements of the building's construction.

It should be noted while sanitary sewer and connection to the municipal water supply is included in the above GMP; electric and gas service connections are not included - and as of case preparation these costs have not been provided to the City. Additionally, the landscape will be performed separately as part of the playground project (proposed as a 2014 Parks Capital Improvement).

Notification:

Observations/Alternatives:

The purpose of this City Council case is to consider acceptance of the Guaranteed Maximum Price by way of Adopting Resolution #13-12-218, which authorizes the Mayor and City Administrator to enter into a contract with America Liberty Construction Inc. for the construction of the building at Elmcrest Park. Additionally, the Resolution allocates a $35,000 contingency also from the Park Trust Fund for opportunities or obstacles as may be encountered (as well as the electric service). It would be understood that the City Administrator would have authorization to apply these monies as needed with concurrent notification to Council.

As an additional point of information, the City was deliberate in encouraging Ramsey businesses to submit subcontractor quotes on the park building. All together, $170,613 or almost a fourth of the building's cost is awarded to Ramsey businesses under the larger agreement with American Liberty Construction that this case authorizes.

Funding Source:
The funding would be from the Park Trust Fund which had a 2013 beginning-year balance of more than 2 million dollars.

Adoption of Resolution #13-12-218 will authorize a not-to-exceed amount of $751,785 (the GMP + Contingency) which would include the $40,000 contribution from the Anoka Ramsey Athletic Association.

A portion of the $35,000 contingency will be needed for the electric service - with the gas service cost unknown. In addition to 'obstacles and opportunities' the contingency would be available for trash receptacles and tables and chairs to furnish the building.

Recommendation:
Staff recommends proceeding with the building construction at the Guaranteed Maximum Price as presented - together with a $35,000 contingency.

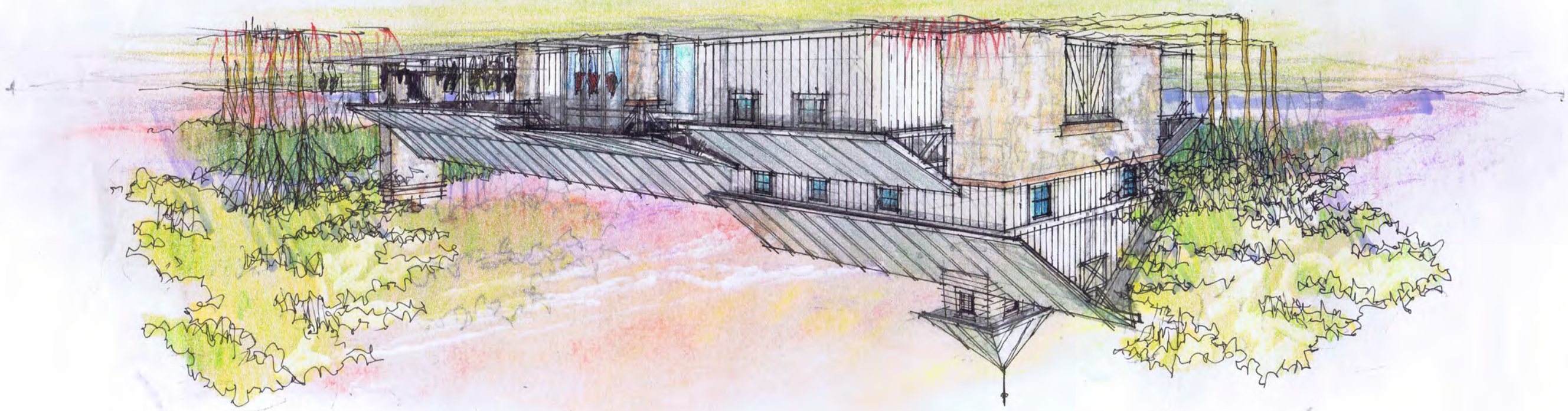
Action:
Motion to Adopt Resolution #13-12-218 Authorizing the Construction of Elmcrest Park's Community Building.

Attachments

Elevated Rendering
Bid Packs
Invitation to Ramsey Businesses
GMP
Res 13 12 218
Site Plan
First Floor Plan
Ceiling Plan First Floor
Restrooms
East Elevation
West Elevation
Bldg Section
Stair/Wall Sections
Manual
General Conditions
AIA form A133

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/04/2013 01:20 PM
Kurt Ulrich	Kurt Ulrich	12/05/2013 08:10 AM
Form Started By: Mark Riverblood		Started On: 11/19/2013 01:43 PM
Final Approval Date: 12/05/2013		



BID PACKS;

CONSTRUCTION MANAGER SHALL PROVIDE FOR ALL SUBCONTRACTOR USE - General building permit, special inspections, testing, temporary sanitary facilities, waste disposal containers, ground snow removal, temporary construction entrance, construction water source, office trailer, survey layout of foundations and elevation, temporary heat after building is enclosed.

ALL SUBCONTRACT (S) TRADES SHALL PROVIDE – Drinking water, daily clean-up, waste removal to roll off container, permits, fees and licensing if required, secure material storage, extension cords and all necessary tools and equipment for a complete installation, roof and floor snow removal, temporary heat and cover until building is enclosed for your work.

MATERIALS ONLY BIDS (M) – Shall include field measuring prior to fabrication, delivery to jobsite, 7.275% sales tax, material returns for unused material at 100% credit and free pick up or shipping.

02300 EARTHWORK (S) – Includes perimeter silt fence, catch basin protection, stripping sod and dispose of offsite, strip and stockpiling topsoil (protect stockpile), cut and fill to subgrade, foundation excavation, backfill and compaction, import and place 6” sand cushion for floor slabs, exterior slabs and sidewalks, F & I 10 mil vapor barrier, final grade topsoil to 6” depth minimum at +/- 1/10”, remove excess soils from site.

02500 UTILITIES (S) – Includes connect water line to existing waterline, provide curb stop, install waterline into building mechanical room and provide valve, disinfect, test for bacteria. Connect sanitary sewer from building foundation wall to drainfield connection. Underground bore beneath existing parking lot.

02600 SEPTIC SYSTEM (S) – Includes percolation testing, design certification, stripping septic site, piping, sand, rock, gravel, cover topsoil, seeding, holding tank, pump, disconnect, control box, alarm, shut-off, testing and certification.

02900 LANDSCAPING (S) – Includes final preparation of all disturbed areas for sod, sod, water sod during installation, provide 30 days maintenance of sod, including fertilizing and mowing.

03300 CONCRETE (S) – Includes concrete footings, reinforcing, floor slabs, stoop slab, exterior slabs and sidewalks concrete sealer on exposed slabs. Provide alternate price for poured foundations, fireplace foundation, stoop foundation, reinforcing, foundation insulation and heat and cover for foundation construction.

03400 POLISHED CONCRETE (S) – Includes polishing and sealing concrete floors as shown on finish schedule. Temporary power connection if required.

04200 MASONRY (S) – Includes stone veneer, mortar, precast sills, lintels and column caps, fireplace hearth stone, water resistive barrier behind stone, flashing and weeps. Provide alternate price for masonry foundations, fireplace foundation, stoops, reinforcing, core fill, bond beams, foundation insulation and heat and cover for foundation construction.

05500 STEEL FABRICATION (M) – Includes columns, anchor bolts, beams, lintels.

06000 ROUGH AND FINISH LUMBER (M) – Includes framing lumber, LVL's, trusses, stairs, sheathing, blocking, Simpson style connectors, baseplate anchor bolts, water and air resistive barriers, interior paneling and trim, baseboard trim, 15# tar paper for roof, delivered to the jobsite, tax included.

06100 CARPENTRY (S) – Installation only of 05500 Steel Fabrication, 06000 Rough and Finish Lumber, 06400 Architectural Woodwork, 08100 HM Doors and Hardware, 08500 Wood Windows (and window sill flashing), 10000 Toilet Partitions and Accessories.

06400 ARCHITECTURAL WOODWORK (M) – Includes SSM materials for window sills.

07200 INSULATION (S) – Includes insulation in roof and walls, attic ventilation baffles, vapor barrier in roof and walls, adequate accessories and sealant at outlets, switches and other penetrations.

07400 METAL PANELS (S) – Includes high temperature underlayment, metal panels, trim, continuous, ridge ventilator, cupola, drip edge, roof to wall flashing, plumbing vent stacks (4 ea.), window sill flashing (material only).

07600 CEMENT BOARD SIDING AND TRIM (S) – Includes cement board siding, battens, trim, nails, flashing at precast concrete sills; window and door heads; wall base, fill all nail holes, caulk all cement board to cement board joints.

07900 CAULKING (S) – Includes wall to foundation joint, sidewalk to foundation (and stone) joint, exterior and interior HM door frames, windows, vanity tops, window sills.

08100 HM DOORS AND HARDWARE (M) – Includes door frames, leafs, hardware and temporary cylinders. Includes temporary cylinders for aluminum entrance doors and Concession coiling door.

08300 COILING STEEL DOORS (S) – Includes coiling door, door hoods, track and weather-stripping. Install temporary cylinder provided by others. Concession coiling door to Picnic Area is insulated.

08400 STOREFRONT ALUMINUM WINDOWS AND DOORS (S) – Includes storefront aluminum framing, glazing, doors and hardware, caulking, install cylinders provided by others, remove all stickers and bumpers and clean glass at time of installation.

08500 WOOD WINDOWS (M) – Includes wood windows, extended jambs screens and flashing tape.

09250 GYPSUM DRYWALL (S) – Incudes gypsum board, taped and sanded, all necessary trim, Level 4 finish for all areas.

09300 TILE (S) – Includes ceramic wall and quarry floor tile, base, bullnose cap, grout and caulk.

09600 CARPET AND BASE (S) – Includes carpet, vinyl base, adhesive and minor floor patching & leveling.

09900 PAINTING (S) – Includes exterior cement board and exposed unfinished metals, interior gypsum board, hollow metal doors and frames, coiling steel doors, staining and sealing interior and exterior woodwork

10000 TOILET PARTITIONS AND ACCESSORIES (M) – Includes toilet and urinal partitions, toilet accessories, janitors room accessories, fire extinguishers and cabinets, interior room signs.

11400 FOOD SERVICE EQUIPMENT (S) – Includes 2 each stainless steel custom counters at Concessions coiling doors, three compartment sink with faucets, traps and drains, and $3000 allowance for tables and shelving.

15400 PLUMBING (S) – Includes connection to sanitary sewer at building line, connection to water in Mechanical Room, purchase water meter from City, connection to gas at meter (meter by others), plumbing, water, waste, vent and gas piping, plumbing fixtures and equipment, grease trap, pipe insulation, water heater and tempering valves, hose bibs.

15800 HAVC (S) – Includes heating, air conditioning and ventilating equipment, ductwork, duct insulation, louvers, grilles and registers, exhaust piping and exterior trim, manual control dampers, thermostat, venting water heater, copper condensate lines.

16000 ELECTRICAL (S) – Includes temporary electric service and connection to jobsite trailer, underground electric from transformer to building, meter socket, CT cabinet, service panel, time clock, occupancy sensors, photo cell, interior and exterior lights, switches, outlets, pipe and wire, grounding, power for HVAC and Plumbing, rough in security and power at exterior doors, and building telephone.

Plumbing Specifications:

This is a “Design – Build” plumbing contract. The work includes all necessary plumbing drawings, riser diagrams and other design information and certification required by the Department of Labor and Industry to obtain a building permit. All code required plumbing construction whether listed below or not is to be included in the plumbing bid. The cost of DOLI review is to be included, as well as City of Ramsey plumbing permit fees. The minimum Owner requirements are as follows:

All supply, waste and vent piping, cleanouts, traps, ball valves only, hammer arresters, hangers, and brackets.

2 each ADA wall hung toilets with manual flush valves.

2 each wall hung toilets with manual flush valves.

1 each ADA wall hung urinal with carrier and manual flush valve.

1 each ADA wall hung urinal with carrier and manual flush valve.

4 each wall hung lavatories with concealed arm carriers, chrome ADA handles and insulated traps. Provide tempering valves.

1 each fiberglass janitors sink with chrome faucet.

1 each fiberglass mop sink with chrome wall mount faucet with bucket holder.

5 each floor drains with brushed nickel covers.

Floor clean outs per code with brushed nickel covers.

Wall hung stainless steel NSF hand sink and gooseneck chrome faucet and insulated trap.

Wall hung high /low drinking fountain with cooling and bottle filler.

40 gallon natural gas water heater, .07 EF Rated, vented to outside air.

2 each Woolford keyed hosebibs.

2 each interior hosebibs.

1 each 3" diameter grease trap in floor mounted

Supply, waste and vent piping for three compartment sink. Faucet, trap and drain provided by others and installed by this plumber.

Natural gas piping for water heater and furnace, with valves, unions, dirt legs, etc.

Order and coordinate installation of the gas meter by Centerpointe Energy. Coordinate pressure and size with HVAC subcontractor.

HVAC Specifications:

This is a "Design – Build" HVAC contract. The work includes all necessary HVAC drawings, and other design information and certification required by the City of Ramsey to obtain a building permit. All code required HVAC construction whether listed below or not is to be included in the HVAC bid. The cost of City of Ramsey HVAC permit fees is to be included. The minimum Owner requirements are as follows:

100,000 BTU 95% minimum efficiency forced air upflow furnace.

5 Ton 17.5 Seer minimum air conditioning condenser / coil.

Supply and return ductwork, with manual dampers.

Baked enamel grilles and registers.

Restroom ventilation fans, sized for code air exchanges.

Concession Area ventilation fan, 500 CFM.

Electrical Specifications:

This is a “Design – Build” Electrical contract. The work includes all necessary electrical drawings, and other design information and certification required by the City of Ramsey and the State of Minnesota to obtain a building permit. All code required electrical construction whether listed below or not is to be included in the electrical bid. The cost of the State of Minnesota permit fees is to be included. The minimum Owner requirements are as follows:

120 / 240 V single phase 200 amp service panel

12 each 3 way light switches

2 each 3 way light switches for dual switching Lobby lights

4 each single light switches

4 each occupancy sensors

14 exterior duplex GFI receptacles

2 each exterior quad GFI receptacles

3 each interior duplex GFI receptacles

2 each interior quad floor receptacles

22 each interior duplex receptacles

8 each interior quad receptacles

8 LED emergency exit lights which illuminate exterior stoop

3 LED emergency exit lights

15 each compact fluorescent can lights in Lobby 103

21 each 2 lamp T8 wrap fluorescent lights in 102, 103, 104, 105, 109, 201

7 each 2 lamp T8 strip fluorescent lights in 106, 107, 108

6 each high pressure sodium lights in 010

Power wiring to furnace and AC unit.

Power wiring to 3 each exhaust fans. Interlock restroom fans with occupancy sensor. Interlock Concession area exhaust fan with light switch.

Things not included:

Water softener, iron or other mineral filters.

Humidifier

Exterior soffit lights

7550 Sunwood Drive NW ● Ramsey, Minnesota 55303
City Hall: 763-427-1410 ● Fax: 763-427-5543
www.cityoframsey.mn.us

29 October 2013

Subj: Business Opportunity

Dear Ramsey Business Owner:

As a business owner in the City of Ramsey you are a critical component of our city, and Staff and City Council want to ensure you that you are aware of a opportunity here in your community that may be of interest to you.

On November 26th, 2013, City Council is anticipated to vote on awarding Bids for a new, 4,300 square foot community park building at Elmcrest Park. The project has been 'in the works' for many years within the city's Capital Improvement Program; and now appears as though it will be approved and under construction over the winter - for spring 2014 programing by the youth athletic associations and community at large. While the city lets bids on many projects each year (and you are not directly notified like this), for the Elmcrest Park building project, Council has authorized a process that affords you a special opportunity to be active and visible in your community – and benefit your business monetarily at the same time.

As indicated, rather than simply preparing plans and specs and then issuing an Advertisement for Bids for a General Contractor to bid upon the park structure (with their usual sub-contractors providing quotes to them for the larger contract), the City has embarked on a slightly different process. In this case, a call for Bids is being made for each category of sub-contractors, wherein upon award, each trade's work will be coordinated by the City's construction manager, American Liberty Construction. The following describes the *general* categories of anticipated sub-contracts:

'Construction of a new 4,300 +/- s.f. wood frame park structure, consisting of; exterior finishes including, vertical cement fiber siding with battens, cultured stone, metal roofing, wood windows and aluminum storefront system. Structure consists of concrete block foundations, concrete slab on grade, wood framing including floor trusses and roof trusses, wood beams/headers, steel beams and wood and steel columns. Interior finishes include, fiber reinforced gypsum wall board, polished concrete floors, quarry tile, ceramic tile, wood ceilings and painted walls'.

Below is an elevated rendering of the proposed Community Park Building at Elmcrest Park.



A pre-bid conference is scheduled for 10 AM November 6th at City Hall, and you are invited to meet with Staff and other local business representatives at 9:30 this same morning for coffee, cookies and fruit – also in the Alexander Ramsey Room.

I personally wish you success should you choose to bid on this project, and on behalf Staff and City Council we also invite you to contact us if we can assist you in any way. You may reach me at any time at 763 238 1733 or mriverblood@ci.ramsey.mn.us. However as the attached Invitation to Bid describes, questions on specifications and the bidding process for this project should be routed to Studio 55 Architects' using the applicable contact info. Thank you for your attention and consideration of this exciting project.

Yours in Public Service,

Mark Riverblood
Parks & Asst. Public Works Superintendent

Cc: Mr. Kurt Ulrich, City Administrator
Mr. Grant Riemer, Public Works Superintendent
Mr. Patrick Brama, Assistant to the City Administrator

Owner: City of Ramsey
Estimator: H. Jacobson

Elmcrest Park Building
Ramsey, MN

Date: 12/02/13

CSI	Description	Qty	Unit	Matl	Matl Ext	Hrs	L Ext	Matl	Sub	Extension
CM Own Forces										
1560(L/m)	Temporary Floor Protection	1	LS	$0	$0		$517			$517
01562(m)	Temp Heat - Propane	1	LS	$0	$0		$0	$7,500		$7,500
01562(s)	Temp Heat - Enclosures	1	LS	$0	$0		$0	$2,500		$2,500
03400(s)	Precast Concrete Sills	1	LS	$0	$0		$0	$1,500		$1,500
06105(m)	Misc. Hardware	1	LS	$0	$5,000	80	$3,979			$8,979
06400(m)	SSM Window Sills 36"	11	Ea	$0	$0		$0	$1,200		$1,200
08305(m)	Access Panels	3	Ea	$0	$0		$75	$200		$275
09770(s)	FRP Panels	1	LS	$0	$1,179		$1,094			$2,274
10400(m)	Building Address Letters	1	LS	$0	$0	2	$99	$350		$449
Subcontractor / Supplier										
02300(s)	Earthwork	1	LS	$0	$0		$0		$28,500	$28,500
	Silt Fence	1	LS	$0	$0		$0			$0
	Catch Basin Protection	1	LS	$0	$0		$0			$0
	Strip & Respread Topsoil	1	LS	$0	$0		$0			$0
	Sand Cushion - Building Slab	1	LS	$0	$0		$0			$0
	Sand Cushion - Sidewalks	1	LS	$0	$0		$0			$0
	Vapor Barrier	1	LS	$0	$0		$0			$0
	Remove Excess Soil	1	LS	$0	$0		$0			$0
	Soil Corrections	1	LS	$0	$0		$0			$0
02500(s)	Utility (Water) Piping	1	LS	$0	$0		$0		$16,375	$16,375
	Direction Drill Water Line	1	LS	$0	$0		$0			$0
	Curb Stop / Corp Stop	1	LS	$0	$0		$0			$0
	Wet Tap Main	1	LS	$0	$0		$0			$0
02530(s)	Sanitary Sewerage	1	LS	$0	$0		$0		$37,860	$37,860
	Direction Drill Sewer Line	1	LS	$0	$0		$0			$0
	2500 Gal Storage Tank	1	LS	$0	$0		$0			$0
	Grinder Pump	1	LS	$0	$0		$0			$0
	Connect to Existing MH	1	LS	$0	$0		$0			$0
	Street, curb, sidewalk repair	1	LS	$0	$0		$0			$0
03300(s)	CIP Concrete	1	LS	$0	$0		$0		$66,378	$66,378
	Reinforcing Steel	1	LS	$0	$0		$0			$0
	Footings, Piers, Foundations	1	LS	$0	$0		$0			$0
	Sidewalks	1	LS	$0	$0		$0			$0
	Foundation Insulation	1	SF	$0	$0		$0			$0
	Floor Sealer	1	LS	$0	$0		$0			$0
	Heat and Cover Foundation	1	LS	$0	$0		$0			$0
03400(s)	Polished Concrete	1	LS	$0	$0		$0		$4,896	$4,896
04200(s)	Unit Masonry (Stone)	1	LS	$0	$0		$0		$13,000	$13,000
	Install Precast Concrete	1	LS	$0	$0		$0			$0
04200(s)	Unit Masonry - Fireplace	1	LS	$0	$0		$0			$0
	Earthwork	1	LS	$0	$0		$0	N/C		$0
	Concrete Footings / Foundation	1	LS	$0	$0		$0	$3,000		$3,000
	Precast Concrete Sills	1	LS	$0	$0		$0	$2,500		$2,500
	Stone Masonry	1	LS	$0	$0		$0	$18,000		$18,000
	Steel Fireplace Doors	1	LS	$0	$0		$0	$1,000		$1,000
	Hardiboard Siding	1	LS	$0	$0		$0	($200)	$0	($200)
	Deduct Coiling Door	1	LS	$0	$0		$0	($2,360)		($2,360)
05500(m)	Metal Fabrications	1	LS	$0	$0		$0	$698		$698
	2 Ea. Steel Columns	1	LS	$0	$0		$0			$0
06000(m)	Lumber Rough Framing	1	LS	$0	$0		$0	$41,711		$41,711
	Wood Trusses	1	LS	$0	$0		$0			$0
	Air, water Barriers, 15# felt	1	LS	$0	$0		$0			$0
	Wood Ceilings, Wainscot, Base	1	LS	$0	$0		$0			$0
06100(**L**)	Rough & Finish Carpentry	1	LS	$0	$0		$0		$68,000	$68,000
	Steel Erection	1	LS	$0	$0		$0			$0
	Door & Hardware Installation	1	LS	$0	$0		$0			$0
	Wood Window Installation	1	LS	$0	$0		$0			$0
	Toilet Partition & Acc. Install	1	LS	$0	$0		$0			$0
	Window Sill Installation	1	LS	$0	$0		$0			$0

Owner: City of Ramsey
Estimator: H. Jacobson

Elmcrest Park Building
Ramsey, MN

Date: 12/02/13

CSI	Description	Qty	Unit	Matl	Matl Ext	Hrs	L Ext	Matl	Sub	Extension
07200(s)	Building Insulation	1	LS	$0	$0		$0		$4,280	$4,280
07410(s)	Preformed Metal Panels	1	LS	$0	$0		$0		$59,770	$59,770
	High Temp Underlayment	1	LS	$0	$0		$0			$0
	Ridge Ventilator	1	LS	$0	$0		$0			$0
	Snow Guards at Doors	1	LS	$0	$0		$0			$0
	Flashing / Sheetmetal	1	LS	$0	$0		$0			$0
	Plumbing Stacks	1	LS	$0	$0		$0			$0
07600(s)	Cement Board Siding	1	LS	$0	$0		$0		$24,700	$24,700
	Caulk Siding	1	LS	$0	$0		$0			$0
07900(s)	Caulking	1	LS	$0	$0		$0		$1,596	$1,596
08100(m)	Steel Doors Frames/ Hdwr	1	LS	$0	$0		$0	$11,705		$11,705
08330(s)	Coiling Doors	1	LS	$0	$0		$0		$19,494	$19,494
	Door at Fireplace Opening	1	LS	$0	$0		$0		$2,360	$2,360
08400(s)	Aluminum Entrances	1	LS	$0	$0		$0		$15,000	$15,000
08550(s)	Wood Windows	1	LS	$0	$0		$0	$4,588		$4,588
09250(s)	Gyp. Bd / Steel Framing	1	LS	$0	$0		$0		$24,385	$24,385
	Impact Resistant Gyp Board	1	LS	$0	$0		$0			$0
09300(s)	Ceramic Tile	1	LS	$0	$0		$0		$12,965	$12,965
09680(s)	Carpet	1	LS	$0	$0		$0		w/Tile	$0
	Resilient Base	0	LF	$0	$0		$0			$0
09900(s)	Painting	1	LS	$0	$0		$0		$16,235	$16,235
	Exterior Siding	1	LS	$0	$0		$0			$0
	Interior Gypsum Board	1	LS	$0	$0		$0			$0
	Wood Ceilings & Trim	1	LS	$0	$0		$0			$0
	Doors & Windows	1	LS	$0	$0		$0			$0
10000(m)	Toilet Compartments	1	LS	$0	$0		$0	$8,188		$8,188
	Interior Signs	1	LS	$0	$0		$0			$0
	Fire Extinguishers	1	LS	$0	$0		$0	$265		$265
	Toilet Accessories	1	LS	$0	$0		$0			$0
10200(m)	Louvers	1	LS	$0	$0		$0	$478		$478
11400(s)	Food Service Equipt.	1	LS	$0	$0		$0		$7,785	$7,785
	3 Compartment & Hand Sink	1	LS	$0	$0		$0			$0
	Counters at Coiling Doors	1	LS	$0	$0		$0			$0
	Shelving Allowance	1	LS	$0	$0		$0	$3,000		$3,000
15400(s)	Plumbing	1	LS	$0	$0		$0		$33,850	$33,850
15850(s)	HVAC	1	LS	$0	$0		$0		$21,500	$21,500
16000(s)	Electrical	1	LS	$0	$0		$0		$28,620	$28,620
	SUBTOTAL									$625,316
01000	General Conditions									$35,966
	SUBTOTAL									$661,282
01104	Builder's Risk Insur.	See General Conditions								$0
	SUBTOTAL									$661,282
17000	Overhead/Profit	7%								$46,290
	SUBTOTAL									$707,572
	Perf/Pay Bond	1.54%	First $500,000					**Max $7200**	$7,200	$7,200
	Perf/Pay Bond	0.97%	To $2,500,000					**Zero if negative**	$2,013	$2,013
	TOTAL									$716,785
	GMP PRICE								$716,785.00	
Not Included										
02900(s)	Landscaping	1	LS	$0	$0		$0		$0	$0
02920(s)	Sodding	0	SY	$0	$0		$0		$0	$0
02922(s)	Seeding	0	SY	$0	$0		$0		$0	$0
07160(s)	Dampproofing	1	LS	$0	$0		$0		$0	$0
07190(s)	Anti Grafitti Coating	1	LS	$0	$0		$0		$0	$0

Elmcrest Park Building
Ramsey, MN

CSI	Description	Qty	Unit	Matl	Matl Ext	Hrs	L Ext	Matl	Sub	Extension
12490(m)	Window Treatments	1	LS	$0	$0		$0		$0	$0
13700(s)	Security Systems	1	LS	$0	$0		$0		$0	$0
15300(s)	Fire Protection	1	LS	$0	$0		$0		$0	$0
15950(s)	Test and Balance	1	LS	$0	$0		$0		$0	$0
16810(s)	Voice & Data Boxes	1	LS	$0	$0		$0		$0	$0
	Xcel Energy Charges	1	LS	$0	$0		$0		$0	$0

RESOLUTION #13-12-218 AUTHORIZING FUNDING AND THE CONSTRUCTION OF ELMCREST PARK'S COMMUNITY BUILDING

WHEREAS, access to parks, trails, and recreation areas, are essential to the quality of life, health and welfare of the city of Ramsey's residents; and

WHEREAS, it has been determined that Elmcrest Park requires a community building to fully serve residents needs, now and into the future; and

WHEREAS, the City has designed the building through the use of Studio 55 Architects and identified the costs associated with construction of the building by competitive quotations through the City's Construction Manager, American Liberty Construction Inc.; and

WHEREAS, the funding for the Community Building has been secured by way of recommendation within the 2014 Parks Capital Improvement Program; with $711,785 from the Parks Trust Fund together with a donation of $40,000 from the Anoka Ramsey Athletic Association; and

WHEREAS, a Guarenteed Maximum Price has been issued by American Liberty Construction Inc. of $716,785.00 for construction to begin immediately and progress through winter for 2014 completion; and

WHEREAS, an additional contingency amount of $35,000 from the Park Trust Fund is hereby allocated for unforeseen obstacles or opportunities as well as for the electric service.

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

1) That the Mayor and City Administrator, in consultation with the City Attorney are hereby authorized and directed to enter into a contract with American Liberty Construction Inc. for said improvements for and on behalf of the City of Ramsey.

2) That the Parks & Assistant Public Works Superintendant is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids at such time that a contract has been executed.

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 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

SITE PLAN NOTES

– REFER TO CIVIL AND LANDSCAPE PLANS FOR ADDITIONAL INFORMATION

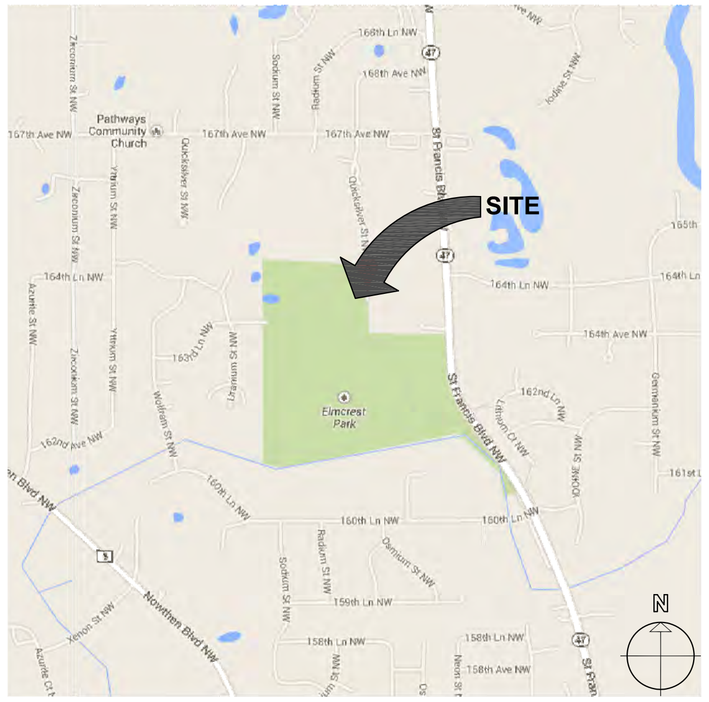
– VERIFY ALL EXISTING CONDITIONS PROIR TO CONSTRUCTION

– THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS WITHIN THE CONTRACT LIMITS AND NOTIFY THE ARCHITECT IMMEDIATELY IN WRITING OF ANY DEVIATION FROM THE CONTRACT DOCUMENTS NECESSATED BY FIELD CONDITIONS OR ITEMS NOT COVERED

SITE PLAN KEYED NOTES

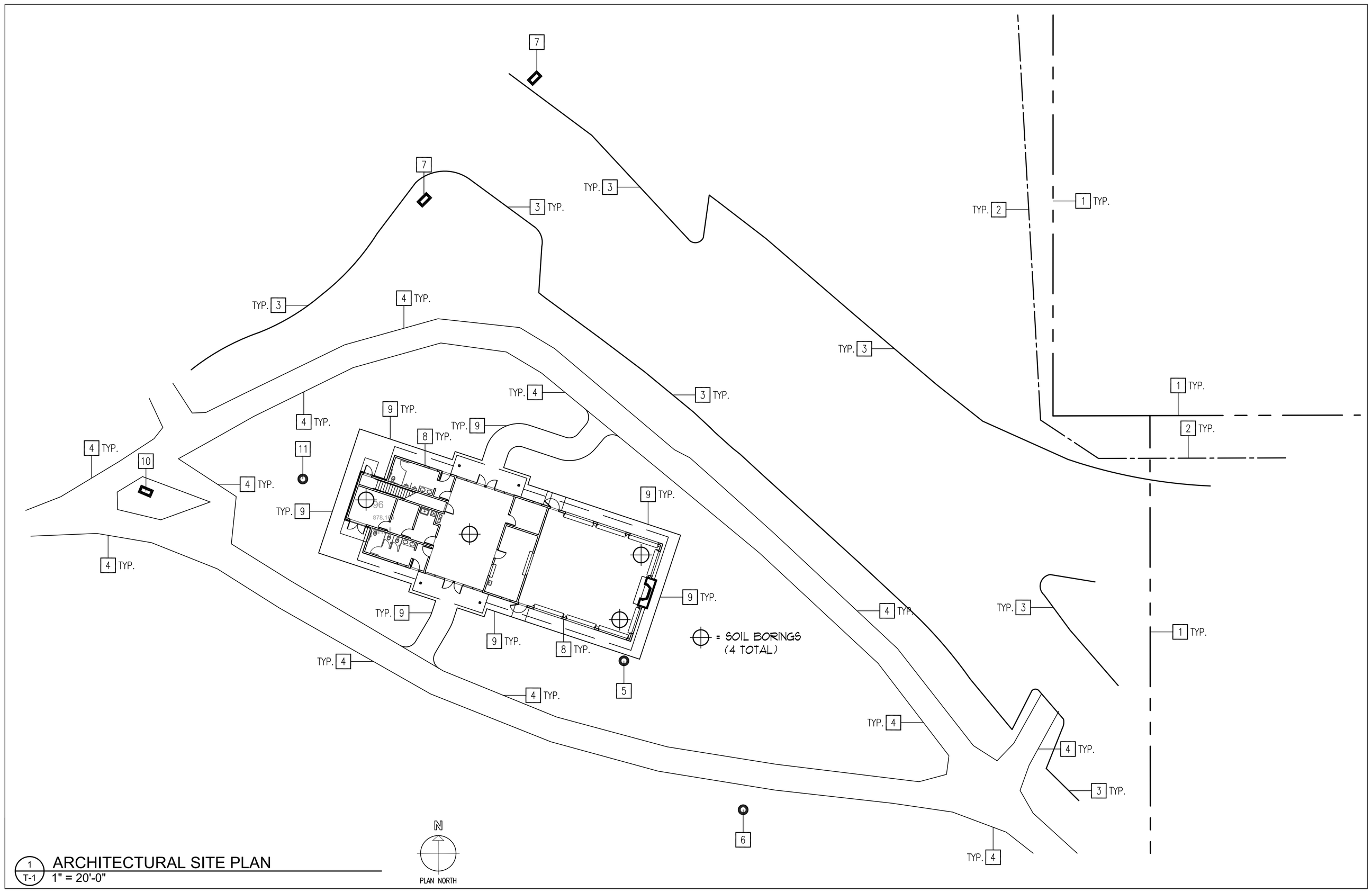
1. EXISTING PROPERTY LINE – REFER TO CIVIL DRAWINGS
2. EXISTING WATERMAIN – REFER TO CIVIL DRAWINGS
3. LINE OF EXISTING TOP OF CURB
4. LINE OF EXISTING BITUMINOUS TRAIL
5. EXISTING PUBLIC GRILL – RELOCATE – VERIFY W/ OWNER
6. EXISTING PUBLIC DRINKING FOUNTAIN
7. EXISTING PARK SIGN – REFER TO CIVIL DRAWINGS AND VERIFY IN FIELD
8. FOOTPRINT OF NEW PARK COMMUNITY BUILDING
9. NEW SIDEWALK AROUND NEW PARK COMMUNITY BUILDING AND TO EXISTING TRAIL
10. EXISTING PARK INFORMATION SIGN – VERIFY IN FIELD
11. EXISTING PUBLIC GRILL

VICINITY MAP



SHEET INDEX

T-1	CODE INFORMATION / VICINITY MAP / CONSULTNATS
A-1	FIRST FLOOR & MEZZANINE FLOOR PLANS
A-2	FIRST FLOOR & MEZZANINE REFLECTED CEILING PLANS
A-2.1	ROOF PLAN / DOOR & ROOM SCHEDULES
A-3	EXTERIOR ELEVATIONS
A-4	EXTERIOR ELEVATIONS
A-5	BUILDING SECTIONS & DETAILS
A-6	WALL SECTIONS & DETAILS
S-1	STRUCTURAL NOTES & TYPICAL DETAILS
S-2	FOUNDATION PLAN & ROOF FRAMING PLAN
S-3	FOUNDATION DETAILS & FRAMING DETAILS
S-4	ROOF TRUSS DETAILS



1 / T-1 ARCHITECTURAL SITE PLAN
1" = 20'-0"

CODE INFORMATION

BUILDING:	2007 MINNESOTA STATE BUILDING CODE BASED ON 2006 INTERNATIONAL BUILDING CODE WITH AMENDMENTS
PLUMBING:	2009 MINNESOTA STATE PLUMBING CODE - CHAPTER 4715
MECHANICAL:	2009 MINNESOTA STATE MECHANICAL CODE BASED ON 2006 INTERNATIONAL MECHANICAL CODE WITH AMENDMENTS
ELECTRICAL:	2011 NATIONAL ELECTRICAL CODE
FIRE:	MINNESOTA STATE FIRE CODE
ENERGY:	MINNESOTA STATE ENERGY CODE
ACCESSIBILITY:	MINNESOTA ACCESSIBILITY CODE

CODE EVALUATION

CODE REVIEW

Elmcrest Park, Ramsey, MN

CODE: 2007 MSBC

OCCUPANCY TYPE: Group B & A-3
(Non-separated 508.3.2)

TYPE OF CONSTRUCTION: V-B (602)
(903.2.1.3)

BUILDING LIMITATIONS: (TABLE 5-B) & (508.3.2.2)

ALLOWABLE AREA:	6,000 SF
AREA MODIFCATIONS (SECTION 506)	NA
FRONTAGE FOUR SIDES & SPRINKLERED	
xxx + [xxx X .75] + [xxx SF X 2] = xxx SF	
ALLOWABLE AREA	6,000 SF
ACTUAL AREA	4,300 SF +/-
ALLOWABLE HEIGHT:	1 Story
ACTUAL HEIGHT:	1 Story with mezzanine (505.2 & 505.4 exception 1)

OCCUPANT LOAD: (TABLE 10-B)

Group B 2000 SF / 100 =	20 OCCUPANTS
Gathering Area 748 SF / 15 =	49 OCCUPANTS
Picnic Area 1500 ST / 15 =	100 OCCUPANTS
TOTAL OCCUPANT LOAD FACTOR	169 OCCUPANTS

EXIT WIDTH: (TABLE 10-B)
REQUIRED EXIT WIDTH
STAIRS: 0.2 x 5 occupants = **N/A** (44" MINIMUM)

OTHER COMPONENTS: 0.15 x 169 = 26" / 2 EXITS = 13" EACH (44" MINIMUM)

EXIT WIDTH PROVIDED:
MINIMUM STAIR WIDTH **44"**
MINIMUM CORRIDOR WIDTH **44"**
2 EXITS PROVIDED @ MINIMUM DOOR OPENING OF 32" FOR EACH 36" DOOR

MAXIMUM TRAVEL DISTANCE: 200'

FIRE RESISTANCE REQUIREMENTS: (TABLE 601)

BEARING WALLS—EXTERIOR:	0
BEARING WALLS—INTERIOR:	0
NONBEARING WALLS—EXTERIOR:	0
STRUCTURAL FRAME:	0
PARTITIONS—PERMANENT:	0
SHAFT ENCLOSURES:	0
FLOORS AND FLOOR—CEILINGS:	0
ROOFS AND ROOF—CEILINGS:	0

CONSULTANTS

PROJECT

ELMCREST PARK
COMMUNITY BUILDING
16603 QUICKSILVER STREET N.W.
RAMSEY, MINNESOTA 55303

CLIENT

CITY OF RAMSEY
PARKS AND PUBLIC WORKS
RAMSEY, MINNESOTA 55303
PHONE: (763) 433-9853
CONTACT: MARK RIVERBLOOD

ARCHITECT

STUDIO 55 ARCHITECTS, LLP
10700 HIGHWAY 55, SUITE 317
PLYMOUTH, MINNESOTA 55441
PHONE: (763) 544-8370
CONTACT: BRUCE BISSIONETT, AIA

STRUCTURAL ENGINEER

EXCELSIOR ENGINEERING, LLC
621 LILAC DRIVE NORTH
GOLDEN VALLEY, MINNESOTA 55422
PHONE: (612) 418-9517 FAX: (763) 541-0056
MIKE FOWLER

GENERAL CONTRACTOR

T.B.D.
-
-
-
-

Studio 55 Architects, LLP
10700 Highway 55, suite 317
Plymouth, MN 55441
763.544.8370
studio55architects.com

ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

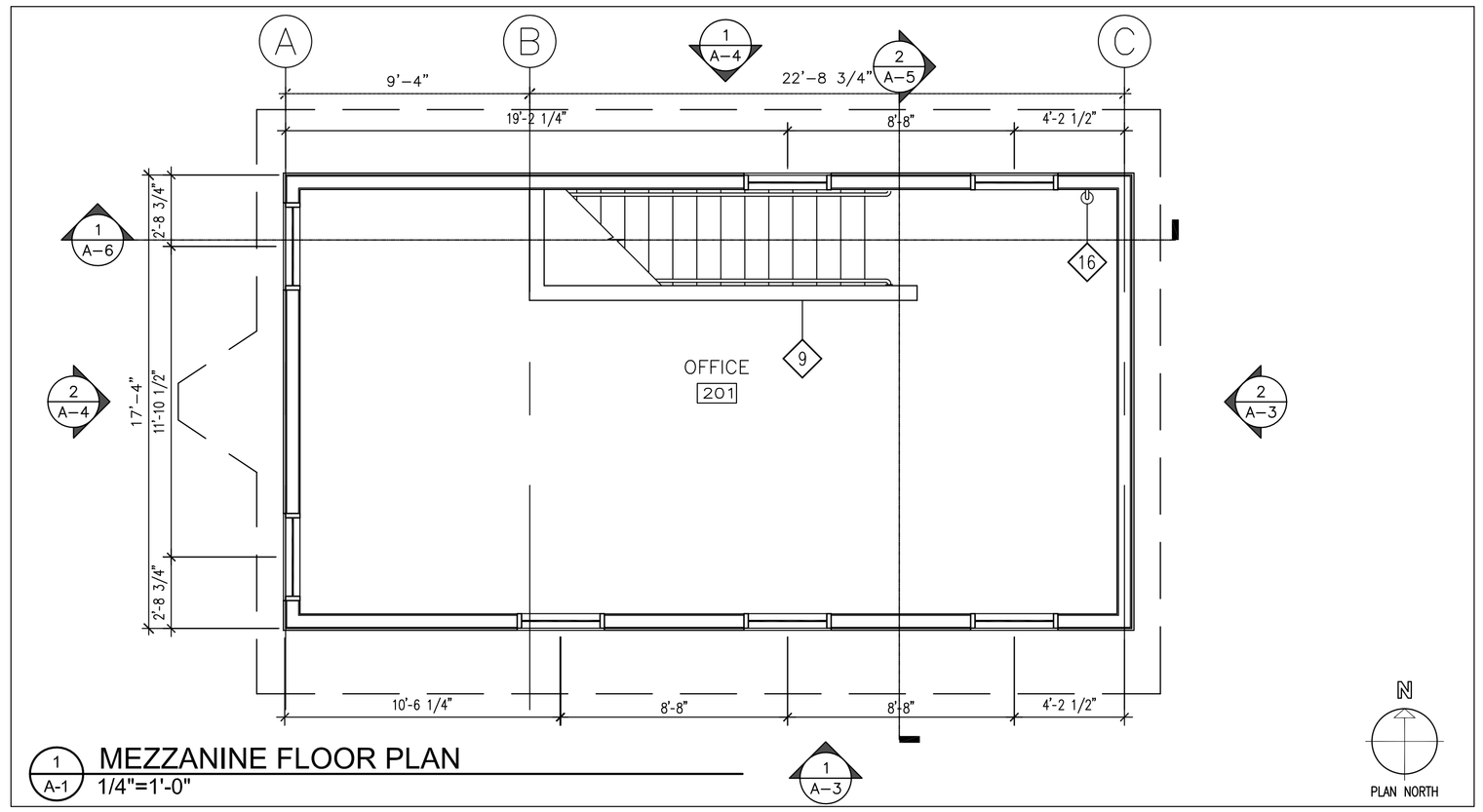
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Printed Name: Bruce P. Bissonnette

Signature:

Date: 10/25/13 License #: 23532

Project	13–0110–01
Date	10/25/13
Drawn by	B.J.R.
Checked by	B.P.B.
Drawing Number	T-1



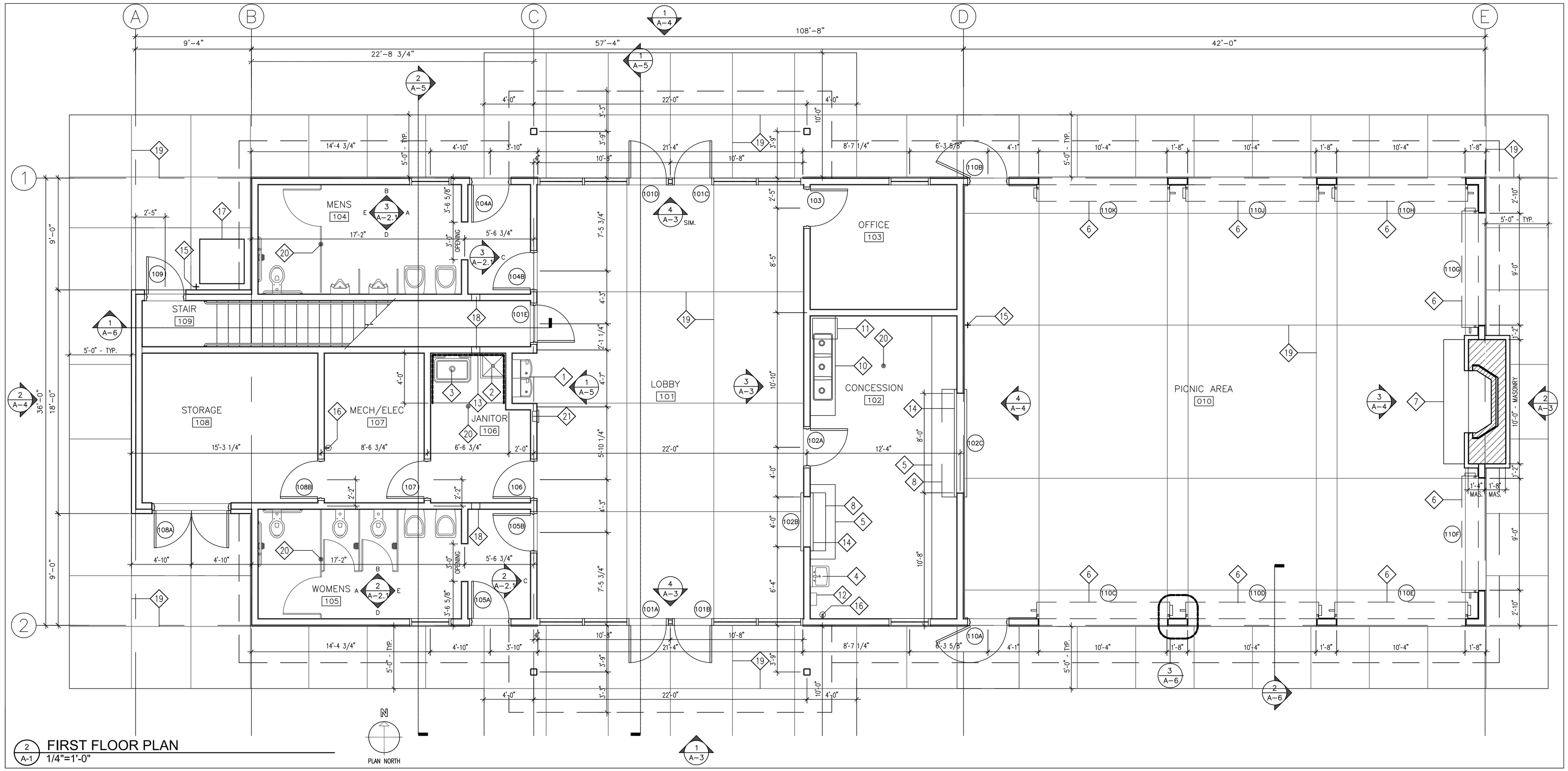
1 A-1 MEZZANINE FLOOR PLAN
1/4"=1'-0"

FLOOR PLAN NOTES

- VERIFY WITH OWNER FOR REQUIRED WALL BACKING/BLOCKING
- VERIFY WITH OWNER FOR PAINT COLORS AND LOCATIONS
- ALL WORK MUST BE PREFORMED TO INDUSTRY STANDARDS
- ALL EXPOSED SURFACES TO BE PREPARED TO RECIEVE NEW FINISHES
- THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS WITHIN THE CONTRACT LIMITS AND NOTIFY THE ARCHITECT IMMEDIATELY IN WRITING OF ANY DEVIATION FROM THE CONTRACT DOCUMENTS NECESSIATED BY FIELD CONDITIONS OR ITEMS NOT COVERED
- ALL WORK SHALL BE IN COMPLIANCE WITH FEDERAL, STATE AND LOCAL CODES
- ALL WORK SHALL CONFORM TO THE LATEST ADOPTED ISSUES OF ALL CODES AND REGULATIONS
- CONTRACTOR SHALL PROVIDE FIRE EXTINGUISHERS AS REQUIRED BY THE FIRE DEPARTMENT
- ALL PLUMBING, MECHANICAL, AND ELECTRICAL DESIGNS IS BIDDER DESIGNED AND NOT THE RESPONDSIBILITY OF THE ARCHITECT
- FLAME SPREAD AND SMOKE DEVELOPMENT REQUIREMENTS SHALL BE MET ON ALL INTERIOR FINISHES PER 2006 INTERNATIONAL BUILDING CODE TABLE 803.5

FLOOR PLAN KEYED NOTES

1. TWO STATION WALL MOUNTED WATER COOLERS – BARRIER-FREE ACCESS – PROVIDE FULL HEIGH CERAMIC TILE ON PERIMETER WALLS
2. 24" X 24" MOP SINK – PROVIDE F.R.P. SURROUND – 2 SIDES
3. JANITOR SINK – PROVIDE F.R.P. SUROUND
4. WALL MOUNTED STAINLESS STEEL HAND-WASH SINK
5. STAINLESS STEEL COUNTERS
6. DASHED LINE INDICATES 24 GAUGE STEEL COILING DOOR (8 THUS) – REFER TO DOOR SCHEDULE
7. CONCRETE BLOCK-STONE VENEER FIREPLACE – REFER TO 2/A-3 AND 3/A-4
8. DASHED LINE INDICATES INSULATED COIL COUNTER HEIGHT DOOR – REFER TO DOOR SCHEDULE
9. 3'-0" HIGH WALL AT STAIR OPENING – REFER TO 1/A-6
10. 3 COMPARTMENT STAINLESS STEEL SINK
11. IN FLOOR 30 GALLON GREASE TRAP
12. HAND TOWEL DISPENSER
13. F.R.P. TO 8'-0" A.F.F.
14. STAINLESS STEEL SILL
15. HOSE BIB
16. FIRE EXTINGUISHER
17. AIR CONDITIONING UNIT LOCATION
18. 8" x 8" ACCESS PANEL – SILL @ 1'-0" A.F.F. – PROVIDE FIRE-RATED ACCESS PANELS WHERE REQUIRED
19. CONTROL JOINT IN CONCRETE SLAB – TYPICAL
20. FLOOR DRAIN
21. FIRE EXTINGUISHER AND RECESSED CABINET



2 A-1 FIRST FLOOR PLAN
1/4"=1'-0"

STUDIO 55 ARCHITECTS

Studio 55 Architects, LLP
10700 Highway 55, suite 317
Plymouth, MN 55441
763.544.8370
studio55architects.com

ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

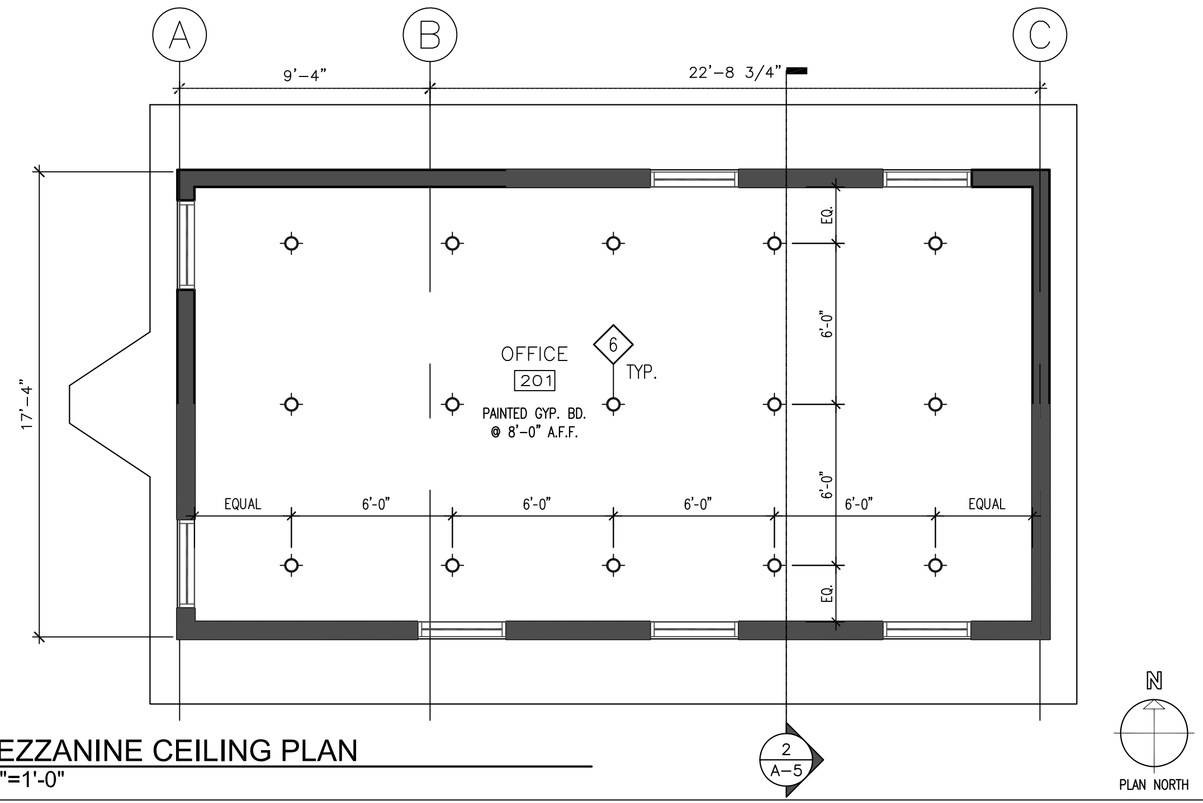
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Printed Name: Bruce P. Bissonnette

Signature:

Date: 10/25/13 License #: 23532

Project	13-0110-01
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Drawn by	B.J.R.
Checked by	B.P.B.
Drawing Number	A-1



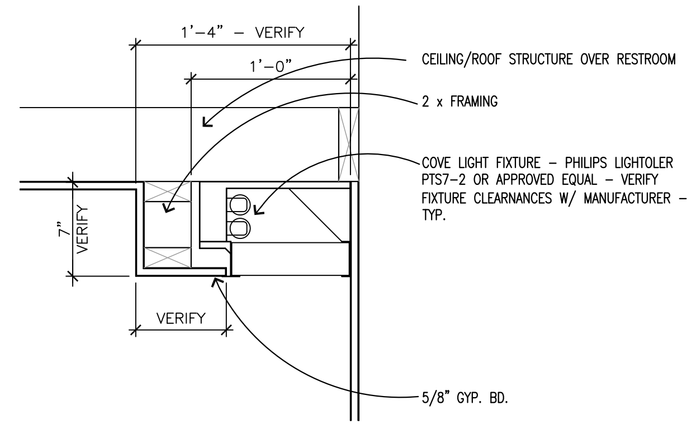
1 A-2 MEZZANINE CEILING PLAN
1/4"=1'-0"

CEILING PLAN NOTES

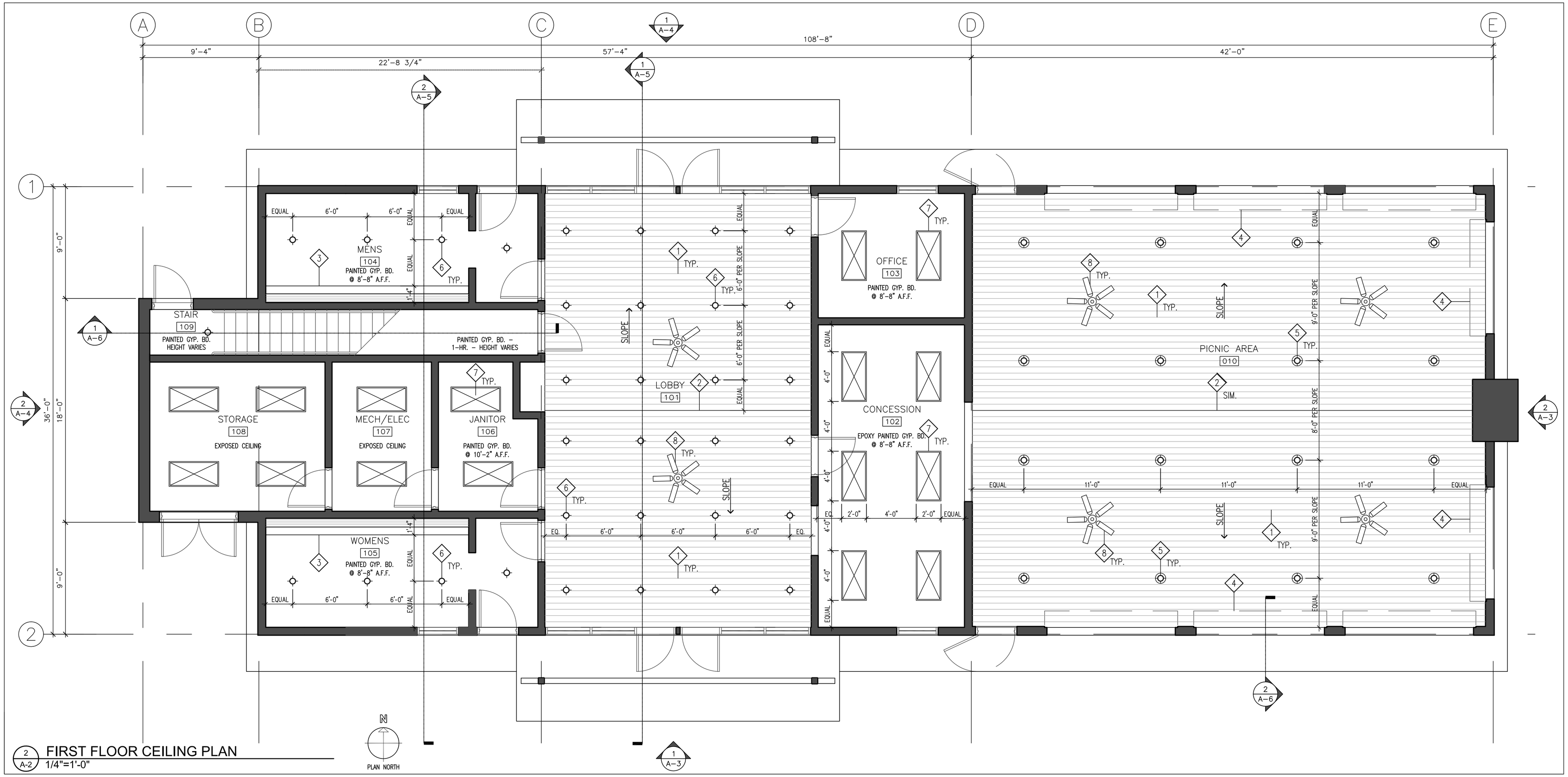
- VERIFY WITH OWNER FOR REQUIRED WALL BACKING/BLOCKING
- VERIFY WITH OWNER FOR PAINT COLORS AND LOCATIONS
- ALL WORK MUST BE PREFORMED TO INDUSTRY STANDARDS
- ALL EXPOSED SURFACES TO BE PREPARED TO RECIEVE NEW FINISHES
- THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS WITHIN THE CONTRACT LIMITS AND NOTIFY THE ARCHITECT IMMEDIATELY IN WRITING OF ANY DEVIATION FROM THE CONTRACT DOCUMENTS NECESSIATED BY FIELD CONDITIONS OR ITEMS NOT COVERED
- ALL WORK SHALL BE IN COMPLIANCE WITH FEDERAL, STATE AND LOCAL CODES
- ALL WORK SHALL CONFORM TO THE LATEST ADOPTED ISSUES OF ALL CODES AND REGULATIONS
- CONTRACTOR SHALL PROVIDE FIRE EXTINGUISHERS AS REQUIRED BY THE FIRE DEPARTMET
- ALL PLUMBING, MECHANICAL, AND ELECTRICAL DESIGNS IS BIDDER DESIGNED AND NOT THE RESPONDSIBILITY OF THE ARCHITECT
- FLAME SPREAD AND SMOKE DEVELOPMENT REQUIREMENTS SHALL BE MET ON ALL INTERIOR FINISHES PER 2006 INTERNATIONAL BUILDING CODE TABLE 803.5

CEILING PLAN KEYED NOTES

1. 1 x 6 PINE – TONGUE AND GROOVE – STAINED AND VARNISH – SLOPED
2. HIGH POINT OF SLOPED CEILING – REFER TO 1/A-5 – SIMILAR AT PICNIC AREA
3. LIGHT COVE – REFER TO 3/A-2
4. STEEL COIL ROLLING DOORS IN PICNIC AREA – REFER TO 2/A-6
5. SURFACE MOUNTED – VANDEL RESISTANCE – HUBBELL LIGHTING HERCULES "HV" SERIES OR APPROVED EQUAL
6. RECESSED LIGHT FIXTURE – TYPICAL
7. 2 x 4 FLUORSCENT LIGHT FIXTURE – SURFACE MOUNT – TYPICAL
8. CEILING FAN – 6 TOTAL – TYPICAL



3 A-2 LIGHT COVE DETAIL
1-1/2"=1'-0"



2 A-2 FIRST FLOOR CEILING PLAN
1/4"=1'-0"

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ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

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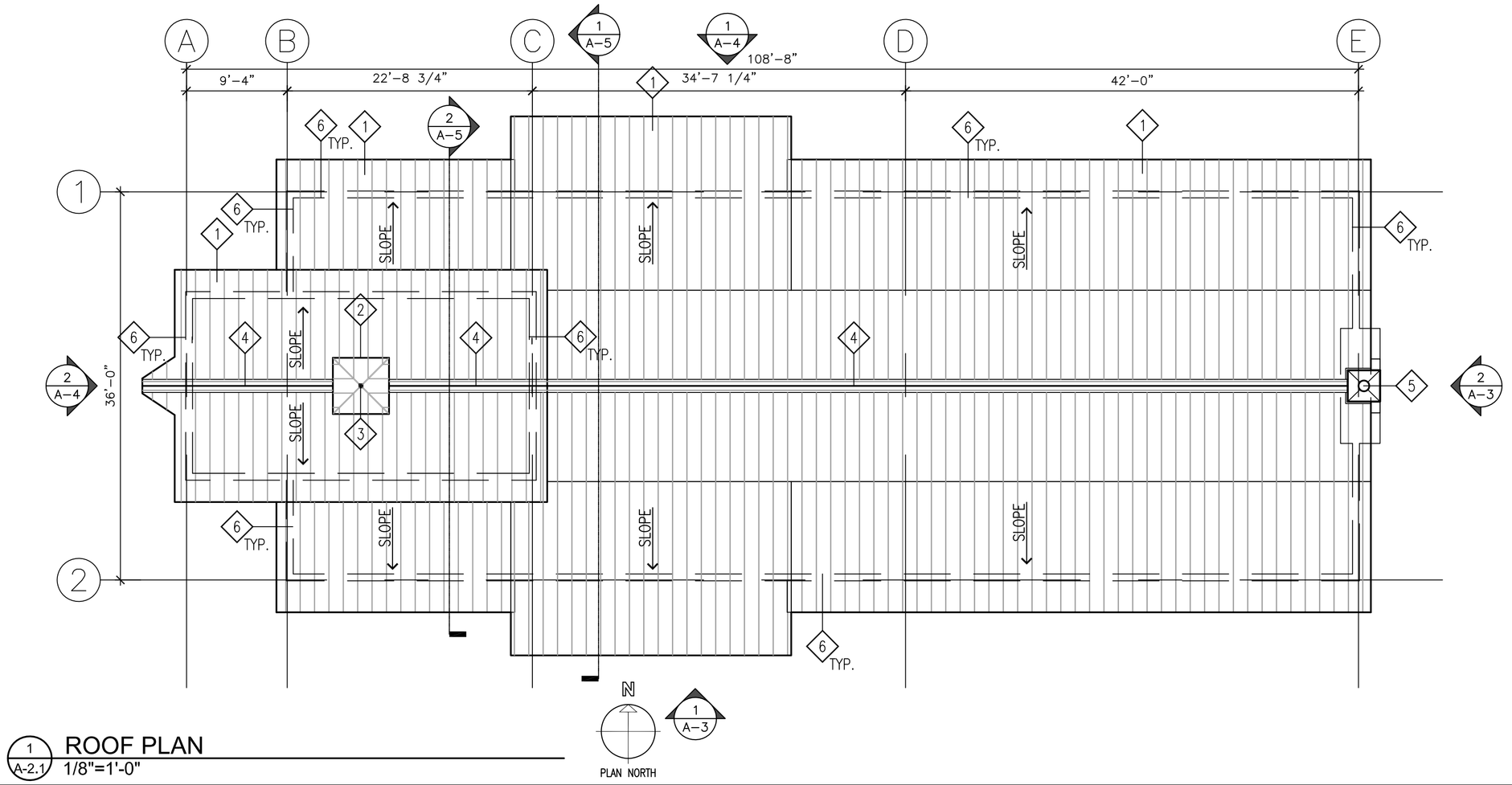
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Drawing Number **A-2**



1 A-2.1 ROOF PLAN
1/8"=1'-0"

ROOF PLAN KEYED NOTES

1. 24 GAUGE PREFINISHED METAL ROOF SYSTEM – SMALL BATTENS @ 16" O.C.
2. MECHANICAL COUPLA W/ PREFINISHED METAL ROOF SYSTEM
3. DECORATIVE FINIAL ON TOP OF COUPLA
4. RIDGE VENT TO MATCH PREFINISHED METAL ROOF SYSTEM
5. FIREPLACE FLUE W/ STACK CAP
6. DASHED LINE INDICATES LINE OF EXTERIOR WALL BELOW

ROOF PLAN NOTES

- VERIFY WITH OWNER FOR REQUIRED WALL BACKING/BLOCKING
- VERIFY WITH OWNER FOR PAINT COLORS AND LOCATIONS
- ALL WORK MUST BE PREFORMED TO INDUSTRY STANDARDS
- ALL EXPOSED SURFACES TO BE PREPARED TO RECIEVE NEW FINISHES
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- FLAME SPREAD AND SMOKE DEVELOPMENT REQUIREMENTS SHALL BE MET ON ALL INTERIOR FINISHES PER 2006 INTERNATIONAL BUILDING CODE TABLE 803.5
- PAINT EXTERIOR DOORS AND FRAMES TO MATCH ADJACENT COLOR – VERIFY

ROOM FINISH SCHEDULE

ROOM NO	ROOM NAME	FLOOR	WALLS		BASE	CEILING		NOTES
			MAT'L	FINISH		MATL	HEIGHT	
101	LOBBY	POLISHED CONC.	GYP. BD.	PAINT/WOOD	WOOD	WOOD	9'-0" ±	SEE 1, 2, & 3
102	CONCESSION	TILE	GYP. BD.	F.R.P.	TILE	GYP. BD.	9'-0"	SEE 1
103	OFFICE	POLISHED CONC.	GYP. BD.	PAINT	WOOD	GYP. BD.	9'-0"	SEE 1
104	MENS	TILE	GYP. BD.	PAINT/TILE	TILE	GYP. BD.	9'-0"	SEE 1, 4, & 5
105	WOMENS	TILE	GYP. BD.	PAINT/TILE	TILE	GYP. BD.	9'-0"	SEE 1, 4, & 5
106	JANITOR	CONCRETE	GYP. BD.	PAINT/F.R.P.	WOOD	GYP. BD.	9'-0"	SEE 1
107	MECH./ELEC.	CONCRETE	GYP. BD.	PAINT	WOOD	GYP. BD.	9'-0"	SEE 1
108	MECH./ELEC.	CONCRETE	GYP. BD.	PAINT	WOOD	GYP. BD.	9'-0"	SEE 1
109	STAIR	CONCRETE/CARPET	GYP. BD.	PAINT	WOOD	GYP. BD.	VARIES	SEE 1
110	PICNIC AREA	CONCRETE	GYP. BD.	PAINT/WOOD	WOOD	WOOD	9'-0" ±	SEE 1, 2, & 3
201	OFFICE	CARPET	GYP. BD.	PAINT	WOOD	GYP. BD.	8'-0"	SEE 1

FINISH SCHEDULE NOTES

1. TAPE, SAND AND PAINT GYP. BD. AND PAINT
2. ROUGH-SAWN WOOD WAINSCOT – RANDOM WIDTH – VERTICAL
3. 1 x 6 TONGUE AND GROOVE PINE – STAINED AND VARNISH – SLOPED
4. PAINT WALLS EPOXY PAINT – WHITE
5. LIGHT COVE SOFFIT
6. –

ROOM FINISH GENERAL NOTES

– FLAME SPREAD AND SMOKE DEVELOPMENT REQUIREMENTS SHALL BE MET ON ALL INTERIOR FINISHES PER 2006 INTERNATIONAL BUILDING CODE TABLE 803.5

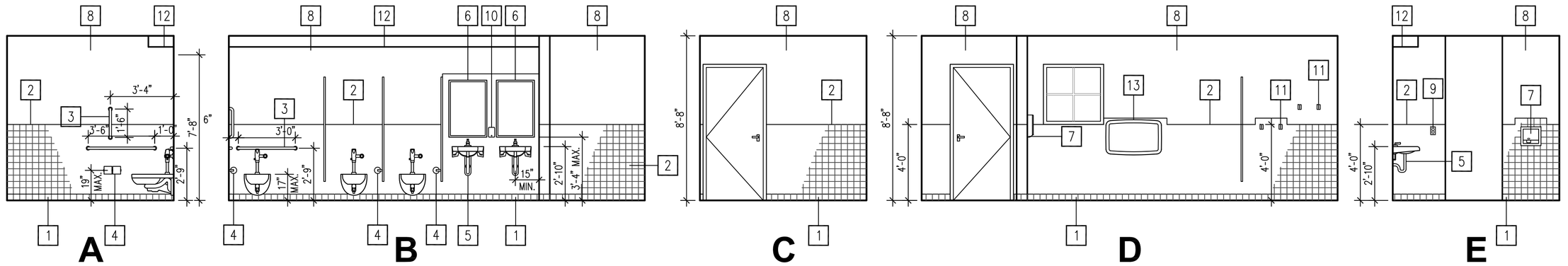
– PAINT EXTERIOR DOORS AND FRAMES TO ADJACENT WALL COLOR

DOOR SCHEDULE

DOOR NO	DOOR SIZE WD	HGT	THK	MATL	GLAZ	TYPE	HDWARE	FRAME MATL	FRAME TYPE	NOTES
101A	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	9	ALUM.	1	ALUM. ENTRY DOOR AND ADJACENT WINDOWS
101B	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	9	ALUM.	1	ALUM. ENTRY DOOR AND ADJACENT WINDOWS
101C	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	9	ALUM.	1	ALUM. ENTRY DOOR AND ADJACENT WINDOWS
101D	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	10	ALUM.	1	ALUM. ENTRY DOOR AND ADJACENT WINDOWS
101E	3'-0"	7'-0"	1 3/4"	H.M.	–	B	4	H.M.	2	20 MINUTE FIRE-RATED ASSEMBLY – STAINLESS STEEL KICKPLATE
102A	3'-0"	7'-0"	1 3/4"	H.M.	–	B	1	H.M.	2	STAINLESS STEEL KICKPLATE
102B	4'-0"	–	–	ALUM.	–	D	–	STEEL	–	COUNTER HEIGHT ROLLING ALUM. DOOR
102C	8'-0"	–	–	ALUM.	–	D	–	STEEL	–	COUNTER HEIGHT ROLLING ALUM. DOOR
103	3'-0"	7'-0"	1 3/4"	H.M.	–	B	2	H.M.	2	STAINLESS STEEL KICKPLATE
104A	3'-0"	7'-0"	1 3/4"	H.M.	–	C	8	H.M.	2	STAINLESS STEEL KICKPLATE
104B	3'-0"	7'-0"	1 3/4"	H.M.	–	B	7	H.M.	2	STAINLESS STEEL KICKPLATE
105A	3'-0"	7'-0"	1 3/4"	H.M.	–	C	8	H.M.	2	STAINLESS STEEL KICKPLATE
105B	3'-0"	7'-0"	1 3/4"	H.M.	–	B	7	H.M.	2	STAINLESS STEEL KICKPLATE
106	3'-0"	7'-0"	1 3/4"	H.M.	–	B	5	H.M.	2	STAINLESS STEEL KICKPLATE
107	3'-0"	7'-0"	1 3/4"	H.M.	–	B	3	H.M.	2	STAINLESS STEEL KICKPLATE
108A	3'-0"	7'-0"	1 3/4"	H.M.	–	C	6	H.M.	2	PAIR OF DOORS / STAINLESS STEEL KICKPLATE
108B	3'-0"	7'-0"	1 3/4"	H.M.	–	B	3	H.M.	2	STAINLESS STEEL KICKPLATE
109	3'-0"	7'-0"	1 3/4"	H.M.	–	C	1	H.M.	2	STAINLESS STEEL KICKPLATE
110A	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	5	ALUM.	–	ALUM. ENTRY DOOR
110B	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	5	ALUM.	–	ALUM. ENTRY DOOR
110C	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110D	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110E	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110F	9'-0"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110G	9'-0"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110H	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110J	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110K	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR

– FLAME SPREAD AND SMOKE DEVELOPMENT REQUIREMENTS SHALL BE MET ON ALL INTERIOR FINISHES PER 2006 INTERNATIONAL BUILDING CODE TABLE 803.5

– PAINT EXTERIOR DOORS AND FRAMES TO MATCH ADJACENT WALL COLOR – VERIFY



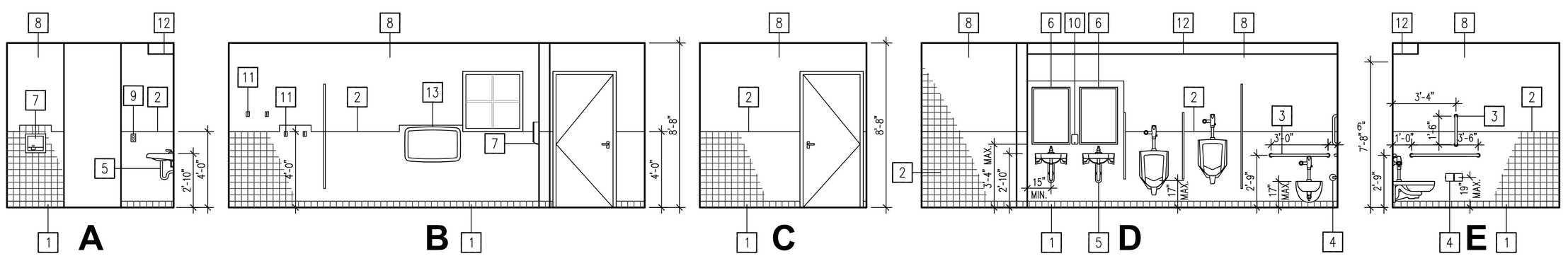
2 A-2.1 WOMENS RESTROOM ELEVATIONS
1/4"=1'-0"

RESTROOM ELEVATIONS KEYED NOTES

1. TILE COVED BASE – VERIFY COLOR W/ OWNER
2. 4'-0" HIGH CERAMIC WALL TILE WAINSCOT – RAISE TILE AROUND WALL HUNG FIXTURES/ACCESSORIES – INSTALLED BY CONTRACTOR
3. HORIZONTAL GRAB BARS IN EACH TOILET ROOM – MOUNT 2'-9" A.F.F. AND 18" VERTICAL GRAB BAR
4. TOILET TISSUE DISPENSER – DOUBLE ROLL
5. INSULATE WATER SUPPLY AND DRAIN LINES – TYPICAL
6. 24" X 36" LAVATORY MIRROR – MOUNT BOTTOM AT 3'-4" A.F.F.
7. ELECTRIC HAND DRYER
8. EPOXY PAINT ABOVE CERAMIC TILE WAINSCOT
9. G.F.I. ELECTRICAL OUTLET – VERIFY W/ ELECTRICAL CONTRACTOR
10. SOAP DISPENSER – BY OWNER
11. COAT HOOKS – TYPICAL
12. LIGHT COVE – REFER TO 3/A-2
13. BABY CHANGING STATION – VERTICAL WALL MOUNTED – PROVIDE REQUIRED WALL BACKING/BLOCKING – VERIFY COLOR W/ OWNER – VERIFY ALL ACCESSIBILITY CLEARANCE REQUIREMENTS

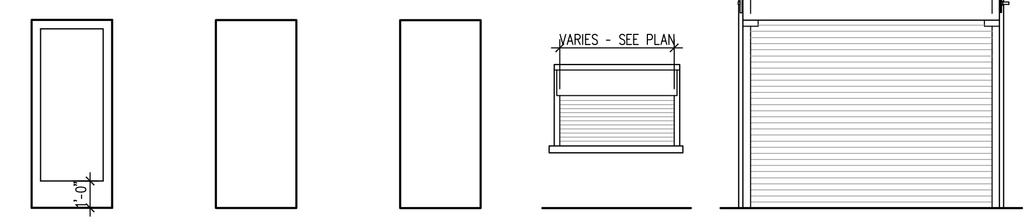
RESTROOM NOTES

- PROVIDE BARRIER FREE STANDARDS PER ACCESSIBILITY CODES
- PROVIDE BACKING/BLOCKING IN WALLS FOR ALL TOILET ROOM ACCESSORIES
- VERIFY WITH OWNER FOR PAINT COLORS AND LOCATIONS
- SLOPE RESTROOM FLOORS TO FLOOR DRAINS FOR POSITIVE DRAINAGE – TYP.
- SINKS, TOILETS AND URINAL TO HAVE CONCEALED ARM CARRIERS
- LIGHTS ON PHOTO CELL W/ TIMERS



3 A-2.1 MENS RESTROOM ELEVATIONS
1/4"=1'-0"

DOOR / FRAME TYPES



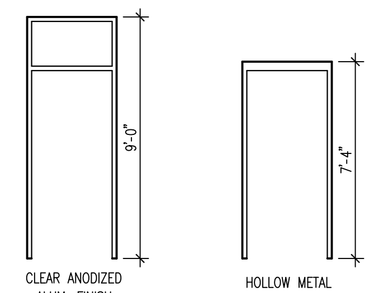
36" x 84" CLEAR ANODIZED ALUM. FINISH, GLASS IS 5/8" TEMPERED INSLUATED — **A**

36" x 84" HOLLOW METAL, INSULATED — **B**

36" x 84" HOLLOW METAL — **C**

ALUM. COIL — **D**

STEEL COIL — **E**



CLEAR ANODIZED ALUM. FINISH — **1**

HOLLOW METAL — **2**

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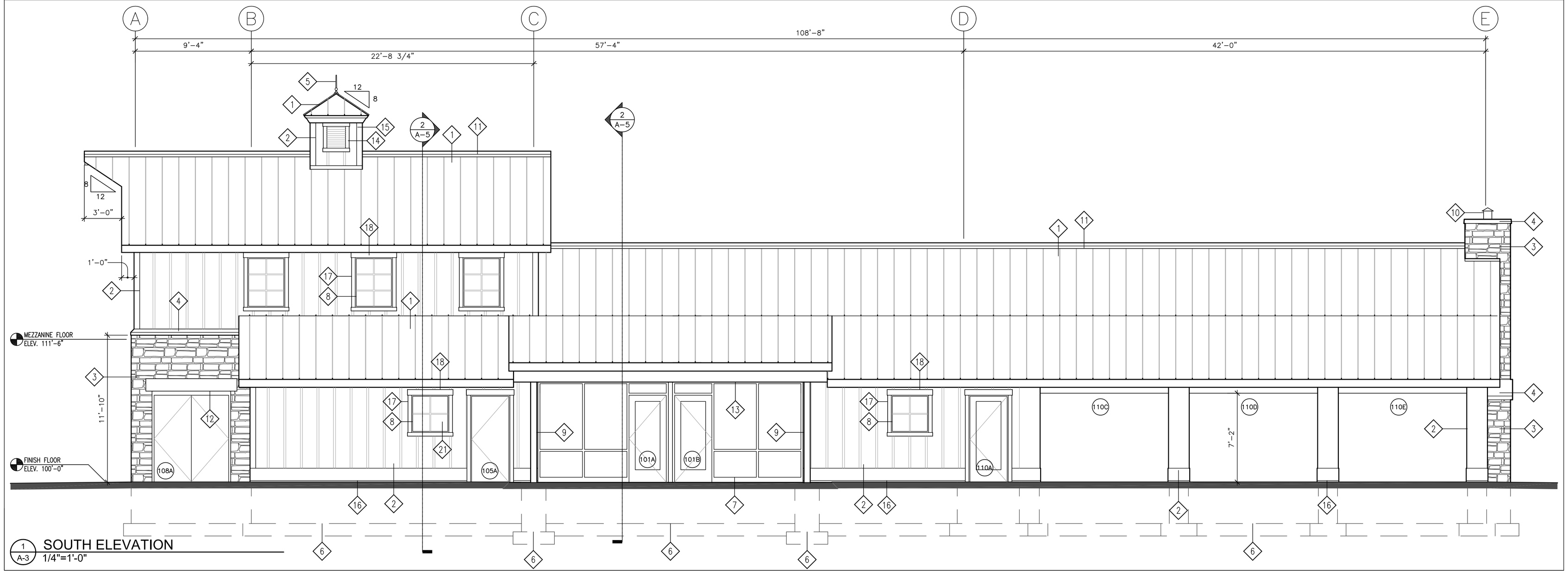
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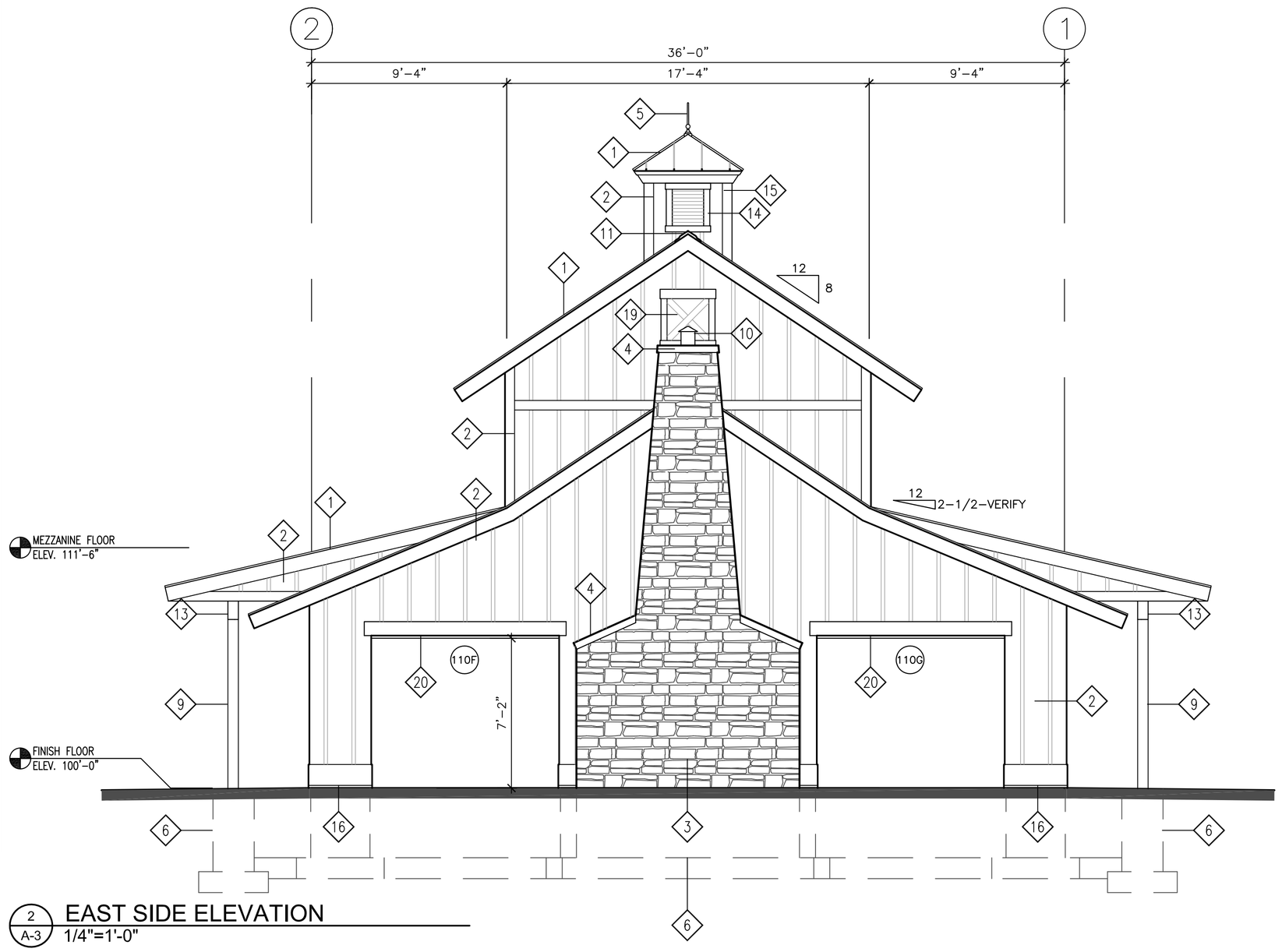
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1 A-3 SOUTH ELEVATION
1/4"=1'-0"



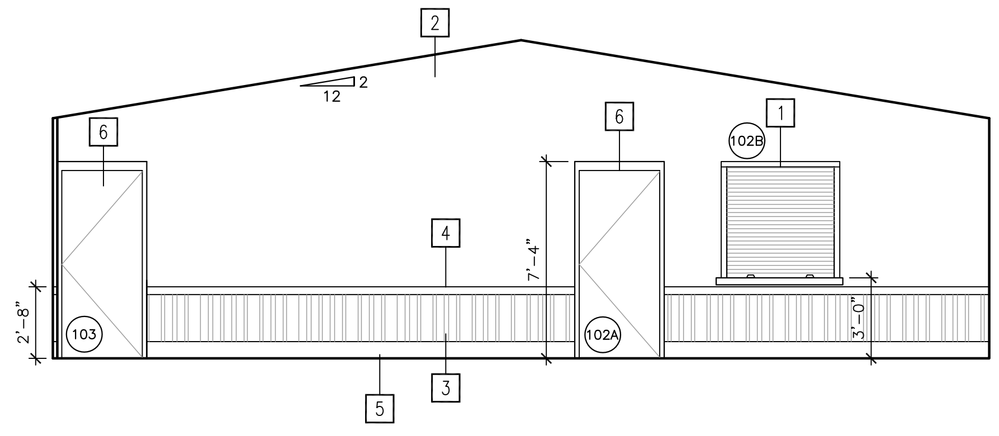
2 A-3 EAST SIDE ELEVATION
1/4"=1'-0"

ELEVATION NOTES

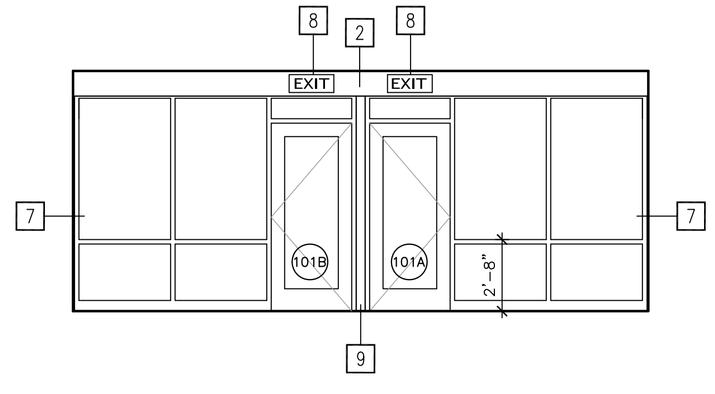
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- VERIFY GRADE W/ CIVIL DRAWINGS – CONT. THRU-WALL FLASHING TO REMAIN ABOVE GRADE AT ALL TIMES – TYP.

ELEVATION KEYED NOTES

1. 24 GAUGE PREFINISHED METAL ROOF SYSTEM – SMALL BATTENS @ 16" O.C.
2. FIBER CEMENT VERTICAL SIDING, TRIM, & BATTENS
3. MANUFACTURED STONE VENEER
4. STONE CAP – BY STONE VENEER MANUFACTURER
5. DECORATIVE FINIAL ON TOP OF COUPLA
6. DASHED LINE INDICATES CONCRETE FOOTING AND FOUNDATION – REFER TO STRUCTURAL DRAWINGS
7. ALUM. STOREFRONT SYSTEM WITH 1" INSULTED GLAZING
8. WOOD WINDOW SYSTEM W/ 1" INSULATED GLAZING
9. STEEL COLUMN – PAINTED
10. FLUE W/ METAL SCREEN/CAP
11. CONTINUOUS RIDGE VENT – TYPICAL
12. MANUFACTURED STONE LINTEL OVER DOOR
13. BEAM TRIMMED OUT W/ FIBER CEMENT TRIN
14. LOUVER W/ INSECT SCREEN
15. 4'–0" x 4'–0" MECHANICAL COUPLA
16. 12" FIBER CEMENT TRIM BOARD – TYPICAL
17. 4" FIBER CEMENT TRIM BOARD – TYPICAL
18. 6" FIBER CEMENT TRIM BOARD – TYPICAL
19. FAUX OPENING TRIM AS SHOWN – TYPICAL
20. 8" FIBER CEMENT TRIM BOARD – TYPICAL
21. FROSTED GLASS



3 A-3 INTERIOR ELEVATION
1/4"=1'-0"



4 A-3 INTERIOR ELEVATION
1/4"=1'-0"

INTERIOR ELEVATIONS KEYED NOTES

1. COUNTER HEIGHT ROLLING ALUM. DOOR – REFER TO DOOR SCHEDULE
2. PAINTED GYP. BD.
3. VERTICAL WOOD WAINSCOT – RANDOM WIDTHS
4. 2 X 4 WOOD TRIM
5. 2 X 8 WOOD BASE
6. WOOD DOOR W/ H.M. FRAMES – REFER TO DOOR SCHEDULE
7. 1" INSULATED WINDOW SYSTEM W/ ALUM. STOREFRONT FRAMING – REFER TO DOOR SCHEDULE
8. EMERGENCY EXIT LIGHT – PROVIDED AND INSTALLED BY ELECTRICAL CONTRACTOR
9. BREAK METAL COVER OVER STRUCTURAL COLUMN – COLOR TO MATCH ALUM. WINDOW FRAMES

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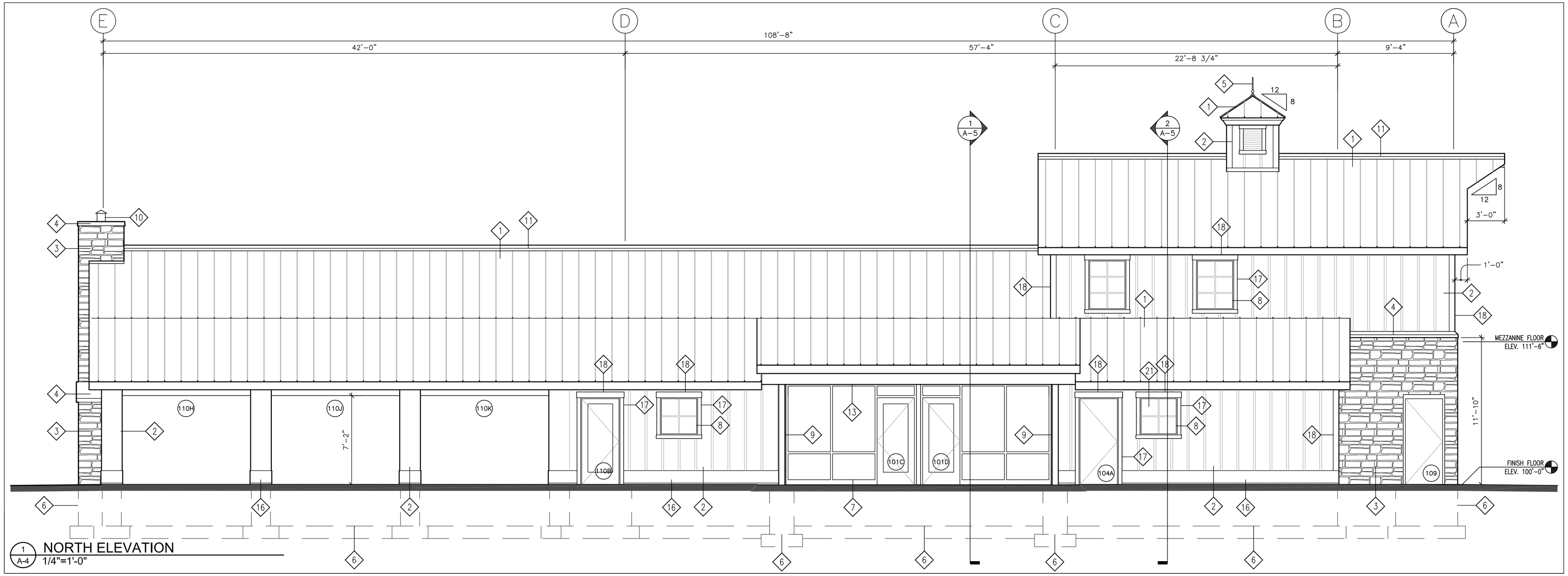
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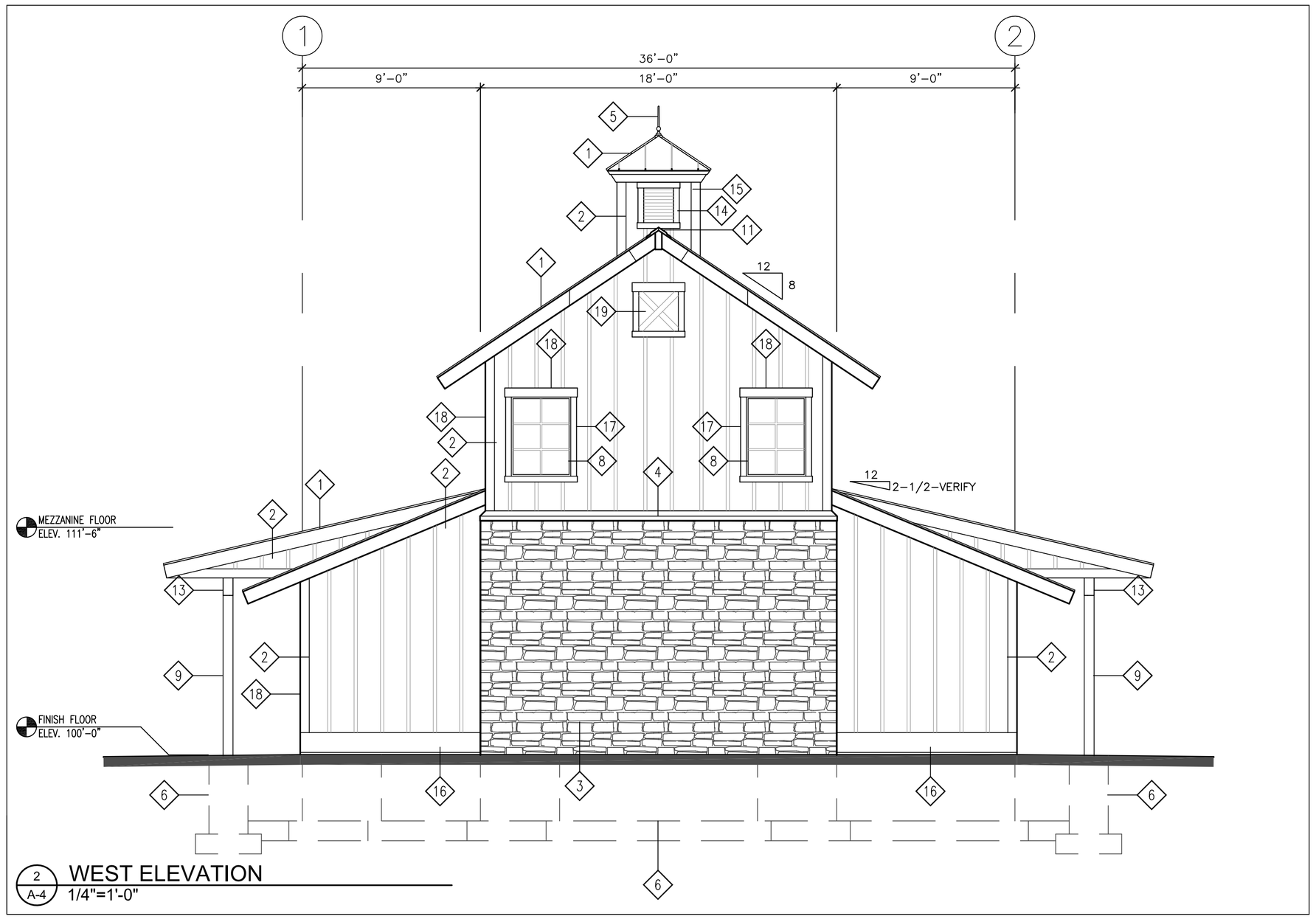
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Drawing Number	A-3



1 A-4 NORTH ELEVATION
1/4"=1'-0"



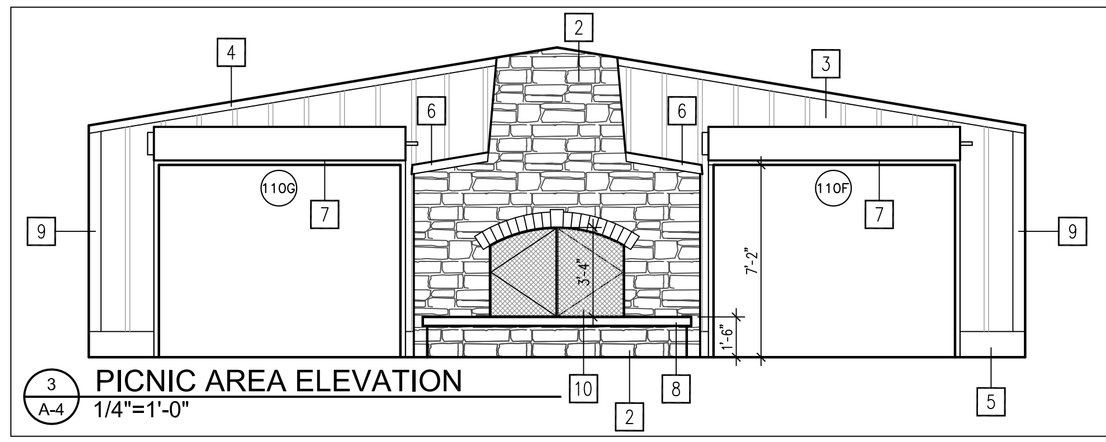
2 A-4 WEST ELEVATION
1/4"=1'-0"

ELEVATION NOTES

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ELEVATION KEYED NOTES

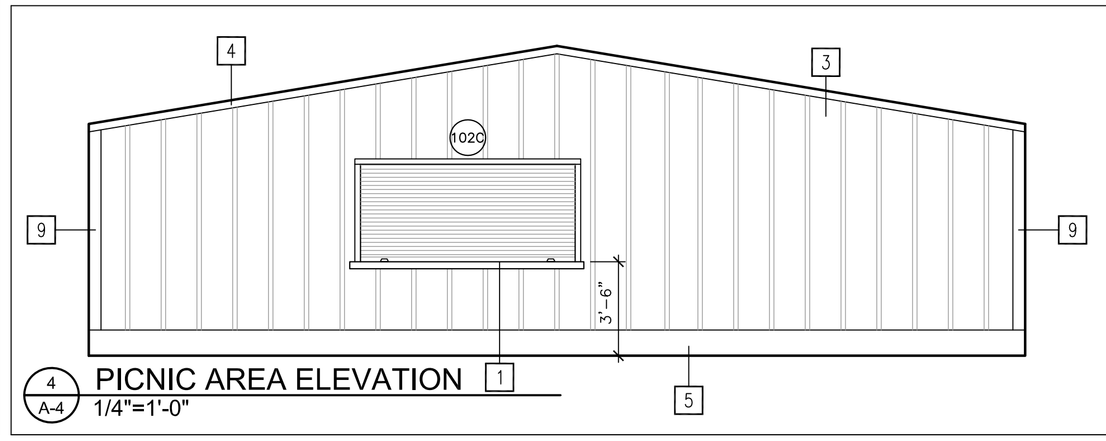
1. 24 GAUGE PREFINISHED METAL ROOF SYSTEM - SMALL BATTENS @ 16" O.C.
2. FIBER CEMENT VERTICAL SIDING, TRIM, & BATTENS
3. MANUFACTURED STONE VENEER
4. STONE CAP - BY STONE VENEER MANUFACTURER
5. DECORATIVE FINIAL ON TOP OF COUPLA
6. DASHED LINE INDICATES CONCRETE FOOTING AND FOUNDATION - REFER TO STRUCTURAL DRAWINGS
7. ALUM. STOREFRONT SYSTEM WITH 1" INSULTED GLAZING
8. WOOD WINDOW SYSTEM W/ 1" INSULATED GLAZING
9. STEEL COLUMN - PAINTED
10. FLUE W/ METAL SCREEN/CAP
11. CONTINUOUS RIDGE VENT - TYPICAL
12. MANUFACTURED STONE LINTEL OVER DOOR
13. BEAM TRIMMED OUT W/ FIBER CEMENT TRIN
14. LOUVER W/ INSECT SCREEN
15. 4'-0" x 4'-0" MECHANICAL COUPLA
16. 12" FIBER CEMENT TRIM BOARD - TYPICAL
17. 4" FIBER CEMENT TRIM BOARD - TYPICAL
18. 6" FIBER CEMENT TRIM BOARD - TYPICAL
19. FAUX OPENING TRIM AS SHOWN - TYPICAL
20. 8" FIBER CEMENT TRIM BOARD - TYPICAL
21. FROSTED GLASS



3 A-4 PICNIC AREA ELEVATION
1/4"=1'-0"

INTERIOR ELEVATIONS KEYED NOTES

1. COUNTER HEIGHT ROLLING ALUM. DOOR - REFER TO DOOR SCHEDULE
2. STONE CAP - BY STONE VENEER MANUFACTURER
3. FIBER CEMENT SIDING, TRIM AND BATTENS
4. 4" FIBER CEMENT TRIM
5. 8" FIBER CEMENT BASE
6. STONE CAP - BY STONE VENEER MANUFACTURER
7. 24 GA. STEEL COILING DOOR - REFER TO DOOR SCHEDULE
8. STONE HEARTH - BY STONE VENEER MANUFACTURER
9. 6" FIBER CEMENT TRIM BOARD
10. CUSTOM FABRICATED STEEL DOORS - LOCKABLE



4 A-4 PICNIC AREA ELEVATION
1/4"=1'-0"

Studio 55 Architects, LLP
10700 Highway 55, suite 317
Plymouth, MN 55441
763.544.8370
studio55architects.com

ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

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

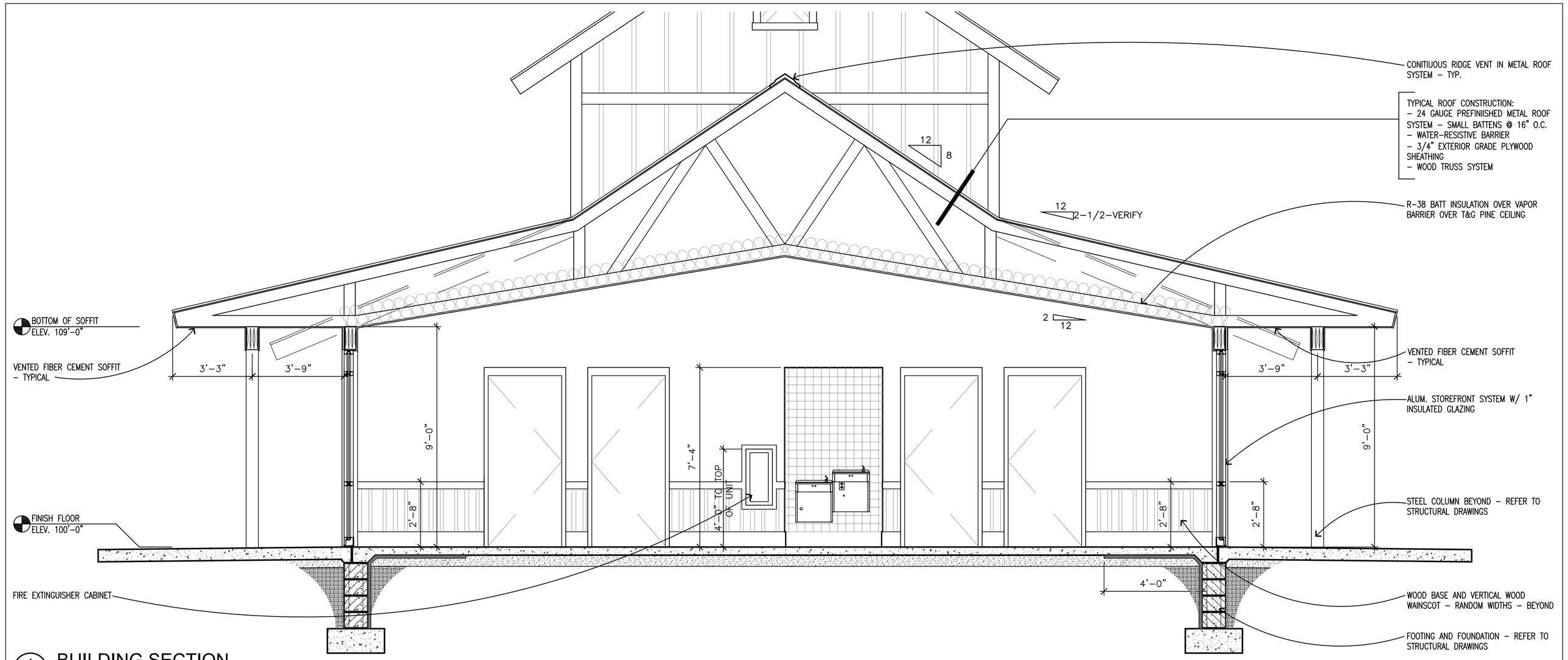
Printed Name: Bruce P. Bissonnette

Signature:

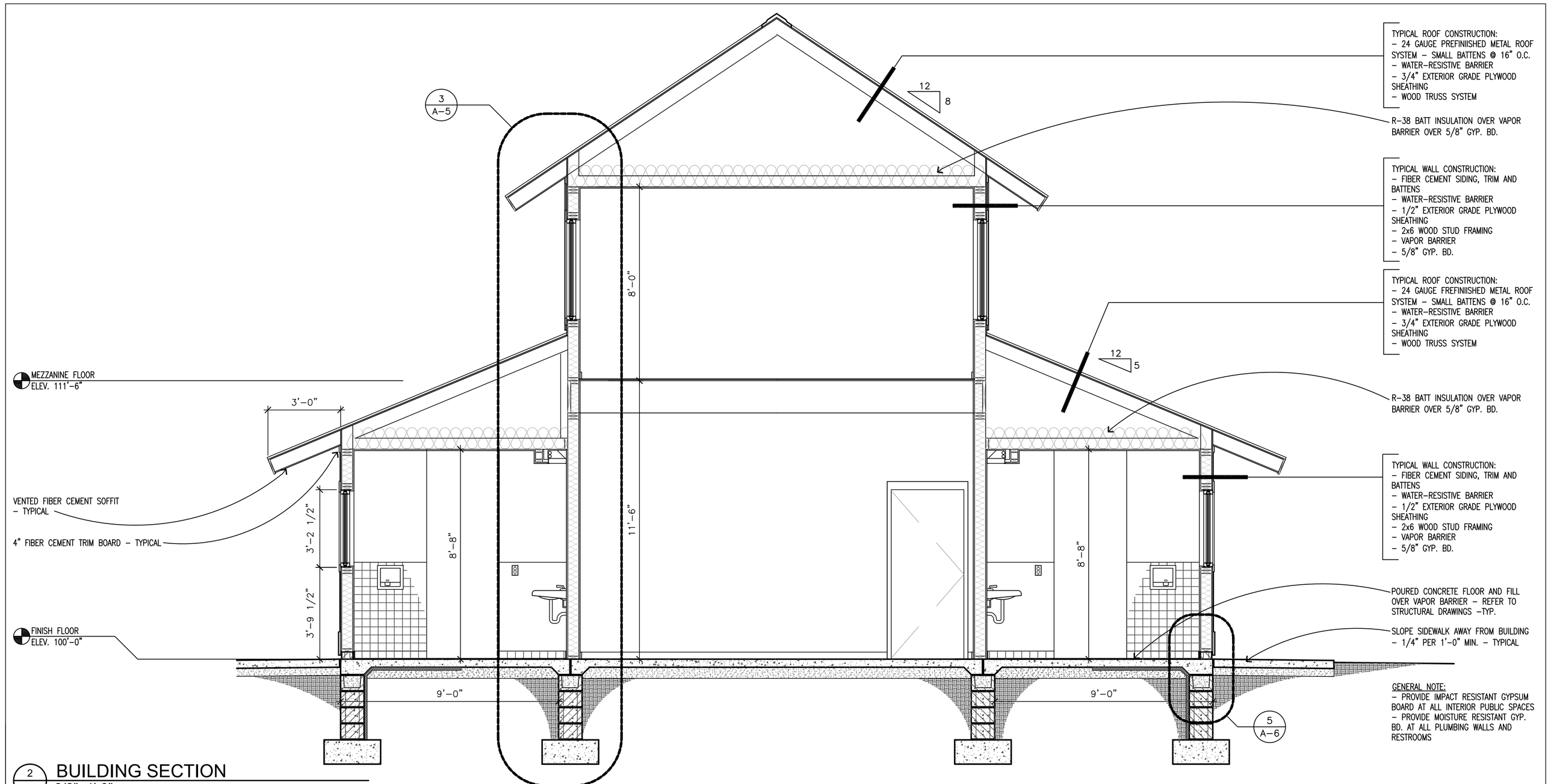
Date: 10/25/13 License #: 23532

Project	13-0110-01
Date	10/25/13
Drawn by	B.J.R.
Checked by	B.P.B.

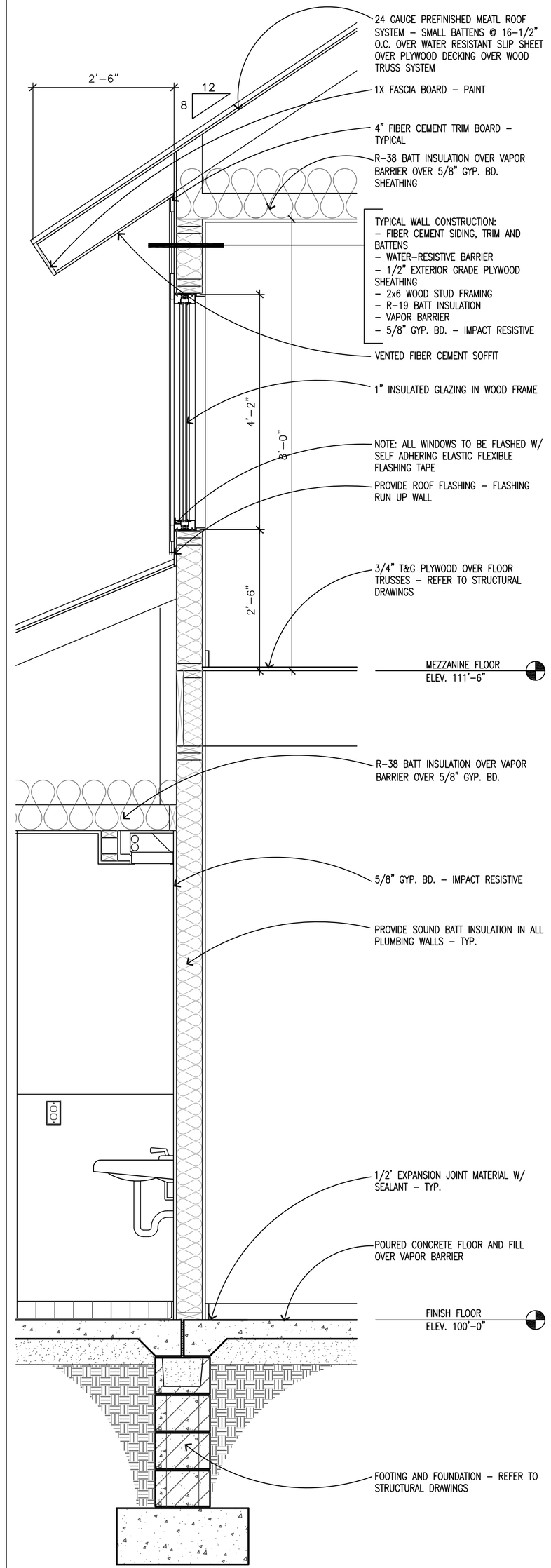
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1 A-5 BUILDING SECTION
3/8"=1'-0"



2 A-5 BUILDING SECTION
3/8"=1'-0"



3 A-5 WALL SECTION
3/4"=1'-0"

STUDIO 55 ARCHITECTS
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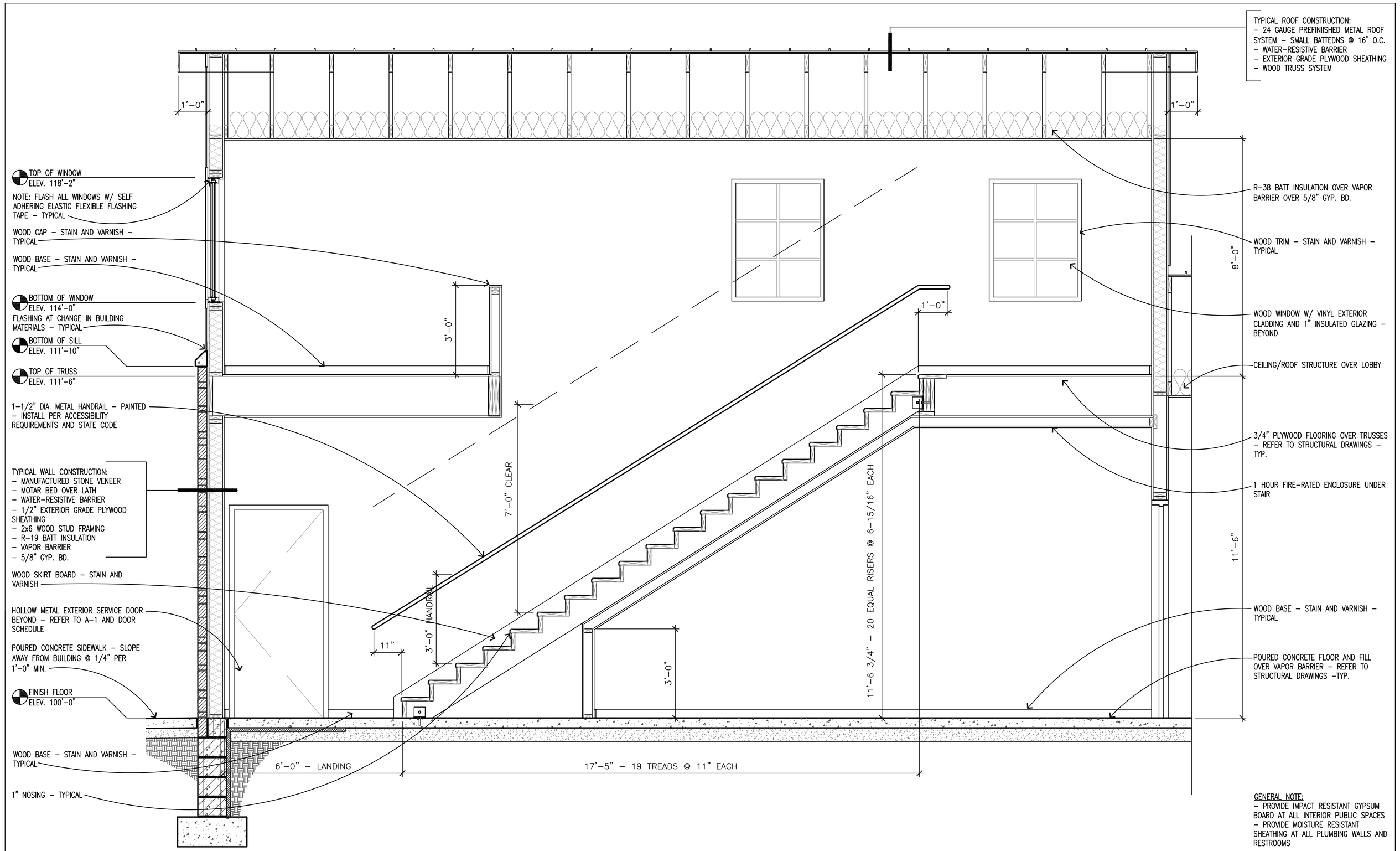
Printed Name: Bruce P. Bissonnette

Signature:

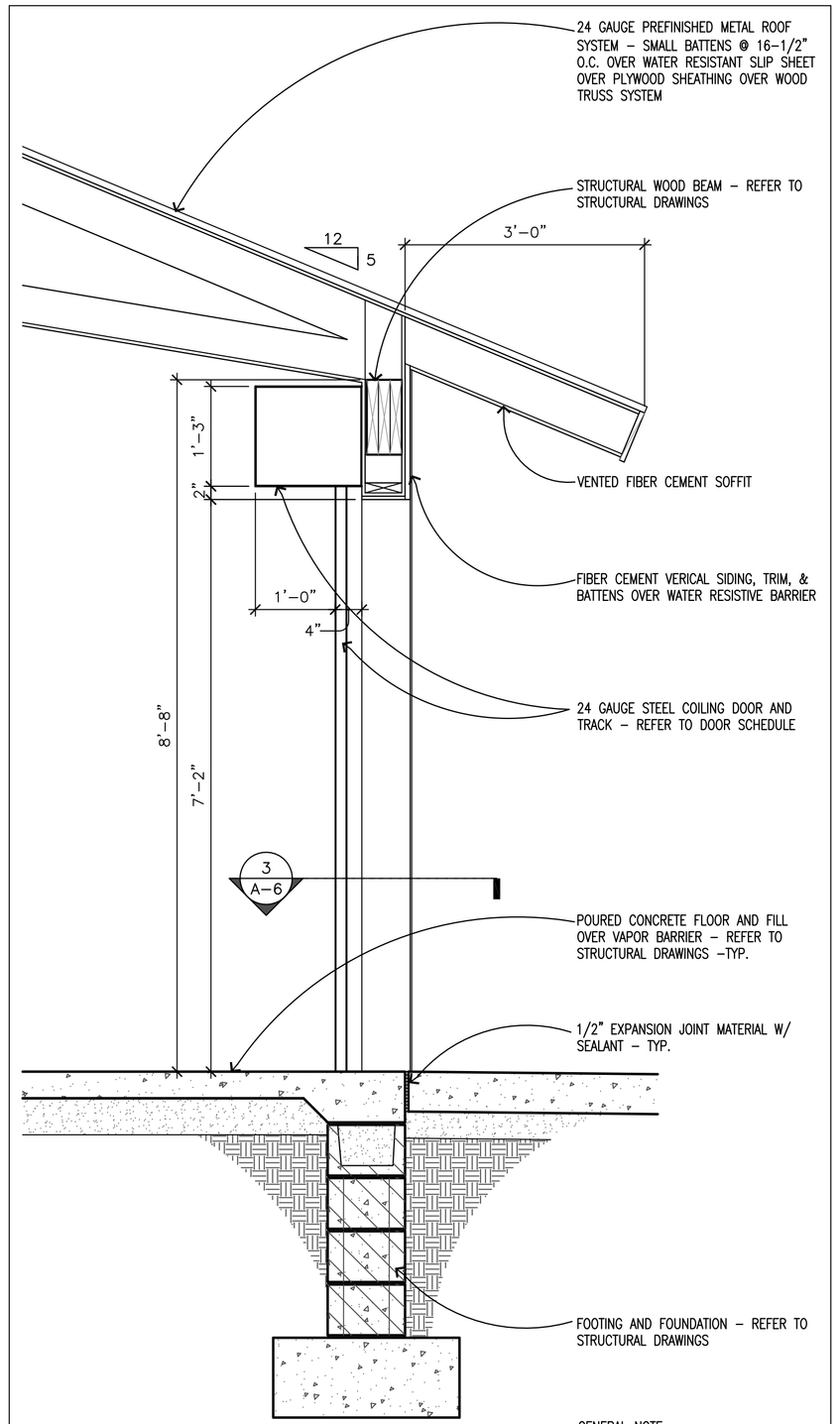
Date: 10/25/13 License #: 23532

Project	13–0110–01
Date	10/25/13
Drawn by	B.J.R.
Checked by	B.P.B.

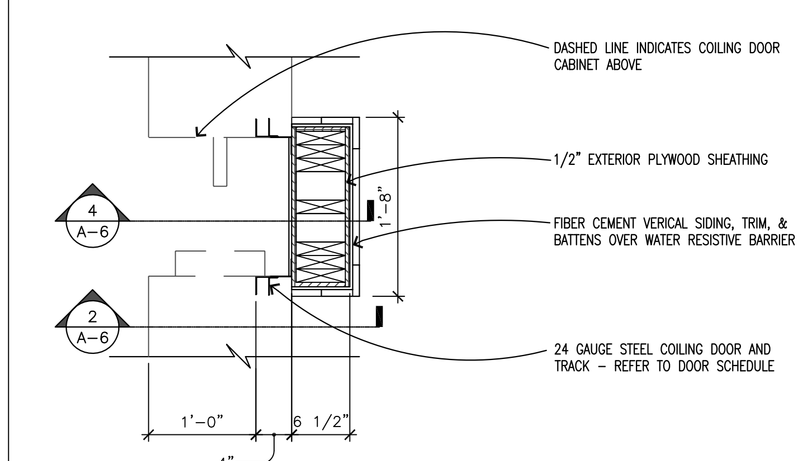
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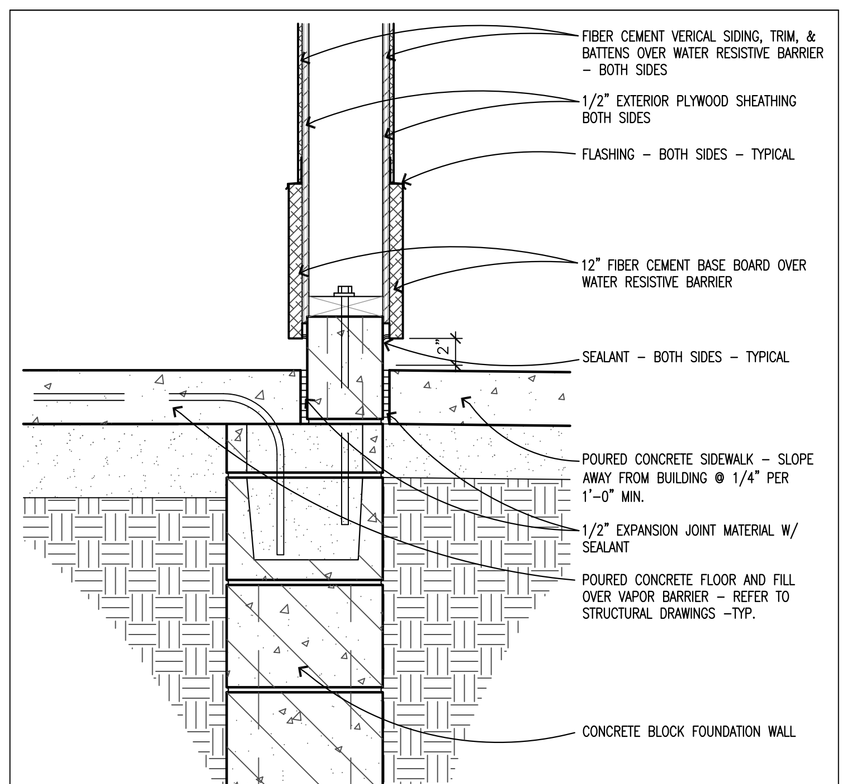
1 A-6 SECTION @ STAIR
1/2"=1'-0"



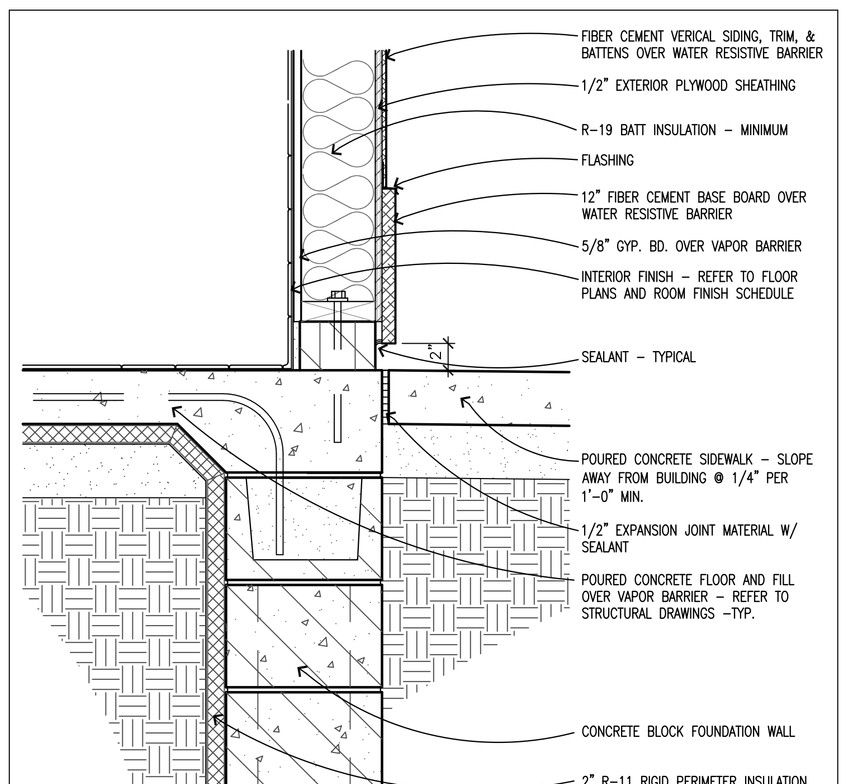
2 A-6 SECTION @ DOOR
3/4"=1'-0"



3 A-6 DETAIL @ DOOR JAMB/WALL
1"=1'-0"



4 A-6 DETAIL @ WALL BASE
1-1/2"=1'-0"



5 A-6 DETAIL @ WALL BASE
1-1/2"=1'-0"

Studio 55 Architects, LLP
10700 Highway 55, suite 317
Plymouth, MN 55441
763.544.8370
studio55architects.com

ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

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

Printed Name: Bruce P. Bissonnette

Signature:

Date: 10/25/13 License #: 23532

Project	13–0110–01
Date	10/25/13
Drawn by	B.J.R.
Checked by	B.P.B.

Drawing Number **A-6**

ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

PROJECT MANUAL

NO. 13-0110-01

DATE: OCTOBER 25, 2013

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studio55architects.com

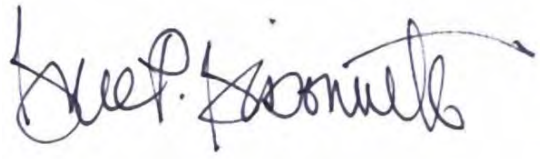
SECTIONS 00002 & 00003
PROJECT DIRECTORY & CERTIFICATION

OWNER
City of Ramsey
Mark Riverblood
7550 Sunwood Drive NW
Ramsey, MN 55303
Phone: 763-427-1710

ARCHITECT
Studio 55 Architects, LLP
Bruce P. Bissonnette, AIA
10700 Highway 55, Ste. 317
Plymouth, MN 55441
Phone: 763-544-8370

Commission No. 13-0110-01

I hereby certify that these Specifications were prepared by me or under my direct supervision and that I am a duly registered Architect under the laws of the State of Minnesota.



23532 10/25/13

Bruce P. Bissonnette, AIA — Registration Number — Date
STUDIO 55 ARCHITECTS, LLP

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Document 00020 – Invitation to bid

Part 1 – General

Notice is hereby given that sealed bids for the construction of the Elmcrest Park Community Building will be received by the City of Ramsey at City Hall, 7550 Sunwood Drive NW, Ramsey, MN 55303 until 2:00 P.M. November 18, 2013, at which time they will be publicly opened and read aloud. Bid security in the amount of 5% of the base bid will be required to accompany bids. Bids received after that time will not be accepted and will be returned unopened.

1.1 General Description

A. Construction of a new 4,300 +/- s.f. wood frame park structure; exterior finishes include vertical cement fiber siding with battens, cultured stone, metal roofing, wood windows and aluminum storefront system. Structure consists of concrete block foundations, concrete slab on grade, wood framing including floor trusses and roof trusses. Interior finishes include, fiber reinforced gypsum wall board, polished concrete floors, quarry tile, ceramic tile, wood ceilings and painted walls.

1.2 Owner

A. City of Ramsey
Mark Riverblood
7550 Sunwood Drive NW
Ramsey, MN 55303
763-427-1710

1.3 Architect

A. Studio 55 Architects, LLP
Bruce P. Bissonnette, AIA
10700 Highway 55, Ste. 317
Plymouth, MN 55441
763-544-8370

1.4 Construction Manager

A. American Liberty Construction
Howard Jacobson
PO Box 547
5900 Main Street
Rockford, MN 55373
763-477-9900

1.5 Contract

A. Multiple subcontracts and material orders per bid packages will be issued for the work by the Construction Manager..

1.6 Pre-Bid Conference

a. A pre-bid conference will be held at the City Offices on November 6, 2013 at 10:00 a.m.

1.7 Examination and Procurement of Documents

A. Documents are on file at the following locations:
- Minneapolis Builders Exchange
- St. Paul Builders Exchange
- St. Cloud Builders Exchange
- Downloaded at www.questcdn.com

B. Contact Architect for addenda information.

C. All bidders are responsible for visiting the site and verifying existing conditions.

D. Any question regarding the intent of the drawings or specifications shall be brought to the Architects attention as soon as possible. If direction from the Architect cannot be obtained due to time or communication limitations, the greater quantity, higher quality or condition most favorable to the Owner shall be assumed.

E. The drawings and specifications are complementary to one another. If anything is shown on the drawings or specified in the specifications it shall be considered to be in both and included in the contractors bid.

1.8 Other Conditions

A. Bids may not be withdrawn during the 60 day period immediately following the date of receipt of bids.

B. All contractors are responsible for visiting the site and verifying existing conditions.

C. Owner reserves the right to waive irregularities and to reject any or all bids.

1.9 Contact

a. During the bidding period contact the architect to answer questions pertaining to the bidding documents.

Parts 2 and 3 not used

END OF SECTION

Section 00030
Advertisement for Bids

Elmcrest Park
Ramsey, Minnesota

BIDS RECEIVED UNTIL: 2:00 P.M. NOVEMBER 18, 2013

Sealed bids for the construction of the Elmcrest Park Community Building will be received by the City of Ramsey at City Hall, 7550 Sunwood Drive NW, Ramsey, MN 55303 until 2:00 P.M. November 18, 2013, at which time they will be publicly opened and read aloud.

General Description
Construction of a new 4,300 +/- s.f. wood frame park structure; exterior finishes include vertical cement fiber siding with battens, cultured stone, metal roofing, wood windows and aluminum storefront system. Structure consists of concrete block foundations, concrete slab on grade, wood framing including floor trusses and roof trusses. Interior finishes include, fiber reinforced gypsum wall board, polished concrete floors, quarry tile, ceramic tile, wood ceilings and painted walls.

The bids will be received for multiple bid packages (27) to include general, mechanical and electrical construction.

Bids shall be submitted in exact accordance with bidding documents (including instructions to bidders and proposal forms) and contract documents (including drawings and specifications) as prepared by Studio 55 Architects, LLP, 10700 Highway 55, Ste 317, Plymouth, MN 55441.

Bidding documents and proposed contract documents may be inspected after October 28, 2013, at the following; Minneapolis Builders Exchange, St. Paul Builders Exchange, and St. Cloud Builders Exchange and Quest CDN for a download fee of $10 by selecting this project and entering BidDoc Number 2981429 on the Search Projects page. For assistance and free membership registration, contact QuestCDN at (952) 233-1632 or info@questcdn.com

A Pre-Bid Conference will be held at City Hall on November 6, 2013 at 10:00 a.m.

Each bid shall be accompanied by a bidders bond or a certified check made payable to the Owner for an amount equal to 5% of the bid as bid security.

No bid may be withdrawn within 60 days after opening of bids.

The Owner reserves the right to accept or reject any or all bids and to waive any informalities or irregularities in bidding.

Dated

Published:
Anoka County Union November 1, 2013 and November 8, 2013.

Document 00300 – Bid/Sub Bid Form

Date:

Project: Elmcrest Park Community Building
Ramsey, MN

Bid To:

Bid From:

_____
(Name of firm or company submitting bid)

_____
(Address of firm or company submitting bid)

_____
(City, State, Zip Code)

_____
(Contact person, telephone number, email)

The undersigned, having carefully examined the site of the work and the bidding and contract documents and other conditions affecting the work, proposes to furnish in compliance with these documents, all work described by the contract documents for the Elmcrest Park Community Building located in Ramsey, MN.

Base Bid – Bid Package # _____ Description _____

Lump-sum bid of _____ Dollars

Acknowledgements
In submitting this bid, we understand that the right is reserved by the Owner to accept or reject any or all bids and that this bid may not be withdrawn for a period of 60 calendar days after the bid date.

Acknowledgement of Addenda
We here by acknowledge receipt of Addenda numbers _____

Bidder Identification

( ) We are incorporated in the State of _____
( ) We are a Partnership
( ) We are a Proprietorship

Company Name: _____

By: _____

Signed: _____

Title: _____

Company Address: _____

_____

_____

_____

License No.: _____

Federal Employer
Identification Number: _____

Refer to attached required bid pack break down sheet

A bidder may submit a bid on any number of Bid Categories listed below. A separate bid must be submitted on a lump sum basis for each Bid Category listed. For example, if bidding on three categories, a bidder submits three individual sealed bids. Partial bids will not be accepted.

CONSTRUCTION MANAGER SHALL PROVIDE FOR ALL SUBCONTRACTOR USE - General building permit, special inspections, testing, temporary sanitary facilities, waste disposal containers, ground snow removal, temporary construction entrance, construction water source, office trailer, survey layout of foundations and elevation, temporary heat after building is enclosed.

ALL SUBCONTRACT (S) TRADES SHALL PROVIDE – Drinking water, daily clean-up, waste removal to roll off container, permits, fees and licensing if required, secure material storage, extension cords and all necessary tools and equipment for a complete installation, roof and floor snow removal, temporary heat and cover until building is enclosed for your work.

MATERIALS ONLY BIDS (M) – Shall include field measuring prior to fabrication, delivery to jobsite, 7.275% sales tax, material returns for unused material at 100% credit and free pick up or shipping.

Bid package No. 1 includes twenty-seven (27) bid categories. They are as follows:

02300 EARTHWORK (S) – Includes perimeter silt fence, catch basin protection, stripping sod and dispose of offsite, strip and stockpiling topsoil (protect stockpile), cut and fill to subgrade, foundation excavation, backfill and compaction, import and place 6” sand cushion for floor slabs, exterior slabs and sidewalks, F & I 10 mil vapor barrier, final grade topsoil to 6” depth minimum at +/- 1/10”, remove excess soils from site.

02500 UTILITIES (S) – Includes connect water line to existing waterline, provide curb stop, install waterline into building mechanical room and provide valve, disinfect, test for bacteria. Connect sanitary sewer from building foundation wall to drainfield connection. Underground bore beneath existing parking lot.

02600 SEPTIC SYSTEM (S) – Includes perculation testing, design certification, stripping septic site, piping, sand, rock, gravel, cover topsoil, seeding, holding tank, pump, disconnect, control box, alarm, shut-off, testing and certification. Complete septic system design will be issued by addendum.

03300 CONCRETE (S) – Includes concrete footings, reinforcing, floor slabs, stoop slab, exterior slabs and sidewalks concrete sealer on exposed slabs. Provide alternate price for poured foundations, fireplace foundation, stoop foundation, reinforcing, foundation insulation and heat and cover for foundation construction.

03400 POLISHED CONCRETE (S) – Includes polishing and sealing concrete floors as shown on finish schedule. Temporary power connection if required.

04200 MASONRY (S) – Includes stone veneer, mortar, precast sills, lintels and column caps, fireplace hearth stone, water resistive barrier behind stone, flashing and weeps. Provide alternate price for masonry foundations, fireplace foundation, stoops, reinforcing, core fill, bond beams, foundation insulation and heat and cover for foundation construction.

05500 STEEL FABRICATION (M) – Includes columns, anchor bolts, beams, lintels.

06000 ROUGH AND FINISH LUMBER (M) – Includes framing lumber, LVL’s, trusses, stairs, sheathing, blocking, Simpson style connectors, baseplate anchor bolts, water and air resistive barriers, interior paneling and trim, baseboard trim, 15# tar paper for roof, delivered to the jobsite, tax included.

06100 CARPENTRY (S) – Installation only of 05500 Steel Fabrication, 06000 Rough and Finish Lumber, 06400 Architectural Woodwork, 08100 HM Doors and Hardware, 08500 Wood Windows (and window sill flashing), 10000 Toilet Partitions and Accessories.

06400 ARCHITECTURAL WOODWORK (M) – Includes SSM materials for window sills.

07200 INSULATION (S) – Includes insulation in roof and walls, attic ventilation baffles, vapor barrier in roof and walls, adequate accessories and sealant at outlets, switches and other penetrations.

07400 METAL PANELS (S) – Includes high temperature underlayment, metal panels, trim, continuous, ridge ventilator, cupola, drip edge, roof to wall flashing, plumbing vent stacks (4 ea.), window sill flashing (material only).

07600 CEMENT BOARD SIDING AND TRIM (S) – Includes cement board siding, battens, trim, nails, flashing at precast concrete sills; window and door heads; wall base, fill all nail holes, caulk all cement board to cement board joints.

07900 CAULKING (S) – Includes wall to foundation joint, sidewalk to foundation (and stone) joint, exterior and interior HM door frames, windows, vanity tops, window sills.

08100 HM DOORS AND HARDWARE (M) – Includes door frames, leafs, hardware and temporary cylinders. Includes temporary cylinders for aluminum entrance doors and Concession coiling door.

08300 COILING STEEL DOORS (S) – Includes coiling door, door hoods, track and weather-stripping. Install temporary cylinder provided by others. Concession coiling door to Picnic Area is insulated.

08400 STOREFRONT ALUMINUM WINDOWS AND DOORS (S) – Includes storefront aluminum framing, glazing, doors and hardware, caulking, install cylinders provided by others, remove all stickers and bumpers and clean glass at time of installation.

08500 WOOD WINDOWS (M) – Includes wood windows, extended jambs screens and flashing tape.

09250 GYPSUM DRYWALL (S) – Incudes gypsum board, taped and sanded, all necessary trim, Level 4 finish for all areas.

09300 TILE (S) – Includes ceramic wall and quarry floor tile, base, bullnose cap, grout and caulk.

09600 CARPET AND BASE (S) – Includes carpet, vinyl base, adhesive and minor floor patching & leveling.

09900 PAINTING (S) – Includes exterior cement board and exposed unfinished metals, interior gypsum board, hollow metal doors and frames, coiling steel doors, staining and sealing interior and exterior woodwork

10000 TOILET PARTITIONS AND ACCESSORIES (M) – Includes toilet and urinal partitions, toilet accessories, janitors room accessories, fire extinguishers and cabinets, interior room signs.

11400 FOOD SERVICE EQUIPMENT (S) – Includes 2 each stainless steel custom counters at Concessions coiling doors, three compartment sink with faucets, traps and drains, and $3000 allowance for tables and shelving.

15400 PLUMBING (S) – Includes connection to sanitary sewer at building line, connection to water in Mechanical Room, purchase water meter from City, connection to gas at meter (meter by others), plumbing, water, waste, vent and gas piping, plumbing fixtures and equipment, grease trap, pipe insulation, water heater and tempering valves, hose bibs.

15800 HAVC (S) – Includes heating, air conditioning and ventilating equipment, ductwork, duct insulation, louvers, grilles and registers, exhaust piping and exterior trim, manual control dampers, thermostat, venting water heater, copper condensate lines.

16000 ELECTRICAL (S) – Includes temporary electric service and connection to jobsite trailer, underground electric from transformer to building, meter socket, CT cabinet, service panel, time clock, occupancy sensors, photo cell, interior and exterior lights, switches, outlets, pipe and wire, grounding, power for HVAC and Plumbing, rough in security and power at exterior doors, and building telephone.

Plumbing Specifications:
This is a “Design – Build” plumbing contract. The work includes all necessary plumbing drawings, riser diagrams and other design information and certification required by the Department of Labor and Industry to obtain a building permit. All code required plumbing construction whether listed below or not is to be included in the plumbing bid. The cost of DOLI review is to be included, as well as City of Ramsey plumbing permit fees. The minimum Owner requirements are as follows:
All supply, waste and vent piping, cleanouts, traps, ball valves only, hammer arresters, hangers, and brackets.
2 each ADA wall hung toilets with manual flush valves.
2 each wall hung toilets with manual flush valves.
1 each ADA wall hung urinal with carrier and manual flush valve.
1 each ADA wall hung urinal with carrier and manual flush valve.
4 each wall hung lavatories with concealed arm carriers, chrome ADA handles and insulated traps. Provide tempering valves.
1 each fiberglass janitors sink with chrome faucet.
1 each fiberglass mop sink with chrome wall mount faucet with bucket holder.
5 each floor drains with brushed nickel covers.
Floor clean outs per code with brushed nickel covers.
Wall hung stainless steel NSF hand sink and gooseneck chrome faucet and insulated trap.
Wall hung high /low drinking fountain with cooling and bottle filler.
40 gallon natural gas water heater, .07 EF Rated, vented to outside air.
2 each Woolford keyed hosebibs.
2 each interior hosebibs.
1 each 3” diameter grease trap in floor mounted
Supply, waste and vent piping for three compartment sink. Faucet, trap and drain provided by others and installed by this plumber.
Natural gas piping for water heater and furnace, with valves, unions, dirt legs, etc.
Order and coordinate installation of the gas meter by Centerpointe Energy. Coordinate pressure and size with HVAC subcontractor.

HVAC Specifications:
This is a “Design – Build” HVAC contract. The work includes all necessary HVAC drawings, and other design information and certification required by the City of Ramsey to obtain a building permit. All code required HVAC construction whether listed below or not is to be included in the HVAC bid. The cost of City of Ramsey HVAC permit fees is to be included. The minimum Owner requirements are as follows:
100,000 BTU 95% minimum efficiency forced air upflow furnance.
5 Ton 17.5 Seer minimum air conditioning condenser / coil.
Supply and return ductwork, with manual dampers.
Baked enamel grilles and registers.
Restroom ventilation fans, sized for code air exchanges.
Concession Area ventilation fan, 500 CFM.

Electrical Specifications:
This is a “Design – Build” Electrical contract. The work includes all necessary electrical drawings, and other design information and certification required by the City of Ramsey and the State of Minnesota to obtain a building permit. All code required electrical construction whether listed below or not is to be included in the electrical bid. The cost of the State of Minnesota permit fees is to be included. The minimum Owner requirements are as follows:
120 / 240 V single phase 200 amp service panel

12 each 3 way light switches
2 each 3 way light switches for dual switching Lobby lights
4 each single light switches
4 each occupancy sensors
14 exterior duplex GFI receptacles
2 each exterior quad GFI receptacles
3 each interior duplex GFI receptacles
2 each interior quad floor receptacles
22 each interior duplex receptacles
8 each interior quad receptacles
8 LED emergency exit lights which illuminate exterior stoop
3 LED emergency exit lights
15 each compact fluorescent can lights in Lobby 103
21 each 2 lamp T8 wrap fluorescent lights in 102, 103, 104, 105, 109, 201
7 each 2 lamp T8 strip fluorescent lights in 106, 107, 108
6 each high pressure sodium lights in 010
Power wiring to furnace and AC unit.
Power wiring to 3 each exhaust fans. Interlock restroom fans with occupancy sensor. Interlock Concession area exhaust fan with light switch.

In using the Bid Pack Breakdown Form the Contractor acknowledges that the form is not an all-inclusive list of materials, products, labor, means, methods, and or techniques required for completion of the project. It is the Contractors responsibility to include all required items necessary to deliver the completed project as outlined in the project construction plans and specifications. In preparing a bid, fill in the bid category on this form that you are bidding and attached it to Document 00300 – Bid/Sub Bid Form.

BID PACKS BREAKDOWN FORM

02300 EARTHWORK (S)	
TOTAL	$

02500 UTILITIES (S)	
TOTAL	$

02600 SEPTIC SYSTEM (S)	
TOTAL	$

03300 CONCRETE (S)	
TOTAL	$

03400 POLISHED CONCRETE (S)	
TOTAL	$

04200 MASONRY (S)	
TOTAL	$

05500 STEEL FABRICATION (M)	
TOTAL	$

06000 ROUGH & FINISH LUMBER (M)	
TOTAL	$

06100 CARPENTRY (S)	
TOTAL	$

06400 ARCHITECTURAL WOODWORK (M)	
TOTAL	$

07200 INSULATION (S)	
TOTAL	$

07400 METAL PANELS (S)	
TOTAL	$

07600 CEMENT BOARD SIDING & TRIM (S)	
TOTAL	$

07900 CAULKING (S)	
TOTAL	$

08100 HM DOORS & HARDWARE (M)	
TOTAL	$

08300 COILING STEEL DOORS (S)	
TOTAL	$

08400 STOREFRONT ALUM. WINDOWS & DOORS (S)	
TOTAL	$

08500 WOOD WINDOWS (M)	
TOTAL	$

09250 GYPSUM DRYWALL (S)	
TOTAL	$

09300 TILE (S)	
TOTAL	$

09600 CARPET & BASE (S)	
TOTAL	$

09900 PAINTING (S)	
TOTAL	$

10000 TOILET PARTITIONS (M)	
TOTAL	$

11400 FOOD SERVICE EQUIPMENT (S)	
TOTAL	$

15400 PLUMBING (S)	
TOTAL	$

15800 HVAC (S)	
TOTAL	$

16000 ELECTRICAL (S)	
TOTAL	$

SECTION 00500
FORM OF AGREEMENT

AIA Document A101 "Standard Form of Agreement Between Owner and Contractor," where the Basis of Payment is a Stipulated Sum, 2007 Edition is included herein by reference and shall be used as the form of agreement between the Owner and the Contractor.
Retainage will be 5% until final payment.

SECTION 00700
GENERAL CONDITIONS

The General Conditions of the Contract for Construction are in AIA Document A201, 2007 edition, included herein by reference.

SECTION 00800
SUPPLEMENTARY CONDITIONS

PARAGRAPH 1.1

Add the following new paragraphs to Paragraph 1.1:

1.1.9 Approved. When the words "approved," "satisfactory," "proper" or "as directed" are used, approval by the Architect shall be understood.

1.1.10 Provide. When the word "provide" including derivatives thereof is used, it shall mean to properly fabricate, complete, transport, deliver, install, erect, construct, test and furnish all labor, materials, equipment, apparatus, appurtenances, and all items and expenses necessary to properly complete in place, ready for operation or use under the terms of the Specifications.

1.1.11 Addenda. Addenda are written or graphic instruments issued prior to the execution of the Contract which modify or interpret the bidding documents, including the Drawings and Specifications, by additions, deletions, clarifications or corrections.

1.1.12 Bulletins. Bulletins are written or graphic instruments issued by the Architect after the execution of the Contract which request a proposal from the Contract that, if accepted by the Owner, will cause the execution of a Change Order to modify the Contract Documents.

1.1.13 Knowledge. The terms "knowledge," "recognize" and "discover," their respective derivatives and similar terms in the Contract Documents, as used in reference to the Contractor, shall be interpreted to mean that which the Contractor knows (or should know), recognizes (or should recognize) and discovers (or should discover) in exercising the care, skill, and diligence required by the Contract Documents. Analogously, the expression "reasonably inferable" and similar terms in the Contract Documents shall be interpreted to mean reasonably inferable by a Contractor familiar with the Project and exercising the care, skill and diligence required of the Contractor by the Contract Documents.

PARAGRAPH 1.2

Add the following language to the end of Paragraph 1.2.3:

In the event of inconsistencies within or between parts of the Contract Documents, or between the Contract Documents and applicable standards, codes and ordinances, the contractor shall (1) provide the better quality or greater quantity of Work or (2) comply with the more stringent requirement; either or both in accordance with the Architect's interpretation. The terms and conditions of this Paragraph 1.2.3, however, shall not relieve the Contractor of any of the obligations set forth in Paragraphs 3.2 and 3.7.

.1 On the Drawings, given dimensions shall take precedence over scaled measurements, and large scale drawings over small scale drawings.

.2 Before ordering any materials or doing any Work, the Contractor and each Subcontractor shall verify measurements at the Project site and shall be responsible for the correctness of such measurements. No extra charge or compensation will be allowed on account of differences between actual dimensions and the dimensions indicated on the Drawings. Any difference which may be found shall be submitted to the Architect for resolution before proceeding with the Work.

.3 If a minor change in the Work is found necessary due to actual field conditions, the Contractor shall submit detailed drawings of such departure for approval by the Architect before making the change.

Add the following clauses as Paragraph 1.2.4:

.1 Whenever a product is specified in accordance with a Federal Specification, an ASTM Standard, an American National Standards Institute Specification, or other Association Standard, the Contractor shall present an affidavit from the manufacturer when requested by the Architect or required in the Specifications, certifying that the product complies with the particular Standard or Specification. When requested by the Architect or specified, support test data shall be submitted to substantiate compliance.

.2 Whenever a product is specified or shown by describing proprietary items, model numbers, catalog numbers, manufacturer, trade names, or similar reference, no substitutions may be made unless accepted prior to execution of the Contract or if accepted as a change in the Work in accordance with Paragraphs 3.4.2. When two or more products are shown or specified, the Contractor has the option to use either of those shown or specified.

PARAGRAPH 3.2

Add the following clauses to Paragraph 3.2.2:

.1 The exactness of grades, elevations, dimensions, or locations given on any Drawings issued by the Architect, or the work installed by other contractors, is not guaranteed by the Architect or the Owner.

.2 The Contractor shall, therefore, satisfy itself as to the accuracy of all grades, elevations, dimensions and locations. In all cases of interconnection of its Work with existing or other work, it shall verify at the site all dimensions relating to such existing or other work. Any errors due to the Contractor's failure to so verify all such grades, elevations, locations or dimensions shall be promptly rectified by the Contractor without any additional cost to the Owner.

Add the following paragraphs to the end of Paragraph 3.2:

3.2.5 Except as to any reported errors, inconsistencies or omissions, and to concealed or unknown conditions defined in Paragraph 4.3.6, by executing the Agreement, the Contractor represents the following:

.1 The Contract Documents are sufficiently complete and detailed for the Contractor to (1) perform the Work required to produce the results intended by the Contract Documents and (2) comply with all the requirement of the Contract Documents.

.2 The Work required by the Contract Documents, including, without limitation, all construction details, construction means, methods, procedures and techniques necessary to perform the Work, use of materials, selection of equipment and requirements of product manufacturers are consistent with: (1) good and sound practices within the construction industry; (2) generally prevailing and accepted industry standards applicable to Work; (3) requirements of any warranties applicable to the Work; and (4) all laws, ordinances, regulations, rules and orders which bear upon the Contractor's performance of the Work.

PARAGRAPH 3.4

Add the following paragraphs to the end of Paragraph 3.4:

3.4.4 The Contractor shall only employ labor on the Project or in connection with the Work capable of working harmoniously with all trades, crafts and any other individuals associated with the Project. The Contractor shall also use its best efforts to minimize the likelihood of any strike, work stoppage or other labor disturbance.

.1 If the Work is to be performed by trade unions, the Contractor shall make all necessary arrangements to reconcile, without delay, damage or cost to the Owner and without recourse to the Architect or the Owner, any conflict between the Contract Documents and any agreements or regulations of any kind at any time in force among members or councils which regulate or distinguish what activities shall not be included in the work of any particular trade.

.2 In case the progress of the Work is affected by any undue delay in furnishing or installing any items or materials or equipment required under the Contract Documents because of such conflict involving any such labor agreement or regulation, the Owner may require that other material or equipment of equal kind and quality be provided pursuant to a Change Order or Construction Change Directive.

PARAGRAPH 3.5

Add the following paragraph to Paragraph 3.5:

3.5.1 The Contractor agrees to assign to the Owner at the time of final completion of the Work, any and all manufacturer's warranties relating to materials and labor used in the Work and further agrees to perform the Work in such manner so as to preserve any and all such manufacturer's warranties.

PARAGRAPH 3.7

Delete Paragraph 3.7.1 and substitute the following language:

3.7.1 Except as set forth in Paragraph 2.2.3, the Contractor shall secure and pay for, and, as soon as practicable, furnish the Owner with copies or certificates of all permits and fees (excluding SAC and WAC fees), licenses and inspections necessary for the proper execution and completion of the Work, including, without limitation, all building permits. All connection charges, assessments or inspection fees as may be imposed by any municipal agency or utility company are included in the Contract Sum and shall be the Contractor's responsibility.

In the second line of Paragraph 3.7.2, add the words "and all other requirements" between the words "orders" and "of." Add the following language to the end of Paragraph 3.7.2:

The Contractor shall procure and obtain all bonds required of the Owner or the Contractor by the municipality in which the Project is located or by any other public or private body with jurisdiction over the Project. In connection with such bonds, the Contractor shall prepare all applications, supply all necessary back-up material and furnish the surety with any required personal undertakings. The Contractor shall also obtain and pay all charges for all approvals for street closings, parking meter removal and other similar matters as may be necessary or appropriate from time to time for the performance of the Work.

PARAGRAPH 3.12

Add the following paragraph to the end of Paragraph 3.12:

3.12.11 All shop drawings for any architectural, structural, mechanical or electrical work must be submitted to, and approved by, the Architect. The Contractor represents and warrants that all shop drawings shall be prepared by persons and entities possessing expertise and experience in the trade for which the shop drawing is prepared and, if required by the Architect or applicable law, by a licensed engineer.

PARAGRAPH 3.13

Add the following paragraphs to Paragraph 3.13:

3.13.2 Only materials and equipment which are to be used directly in the Work shall be brought to and stored on the Project site by the Contractor. After equipment is no longer required for the Work, it shall be promptly removed from the Project site. Protection of construction materials and equipment stored at the Project site from weather, theft, damage and all other adversity is solely the responsibility of the Contractor.

3.13.3 The Contractor and any entity for whom the Contractor is responsible shall not erect any sign on the Project site without the prior written consent of the Owner, which may be withheld in the sole discretion of the Owner.

3.13.4 Contractor shall ensure that the Work, at all times, is performed in a manner that affords reasonable access, both vehicular and pedestrian, to the site of the Work and all adjacent areas. The Work shall be performed, to the fullest extent reasonably possible, in such a manner that public areas adjacent to the site of the Work shall be free from all debris, building materials and equipment likely to cause hazardous conditions. Without limitation of any other provision of the Contract Documents, Contractor shall use its best efforts to minimize any interference with the occupancy or beneficial use of (1) any areas and buildings adjacent to the site of the Work or (2) the Building in the event of partial occupancy, as more specifically described in Paragraph 9.9.

PARAGRAPH 7.2

Add the following paragraph to the end of Paragraph 7.2:

7.2.2 Agreement on any Change Order shall constitute a final settlement of all matters relating to the change in the Work which is the subject of the Change Order, including, but not limited to, all direct and indirect costs associated with such change and any and all adjustments to the Contract Sum and the construction schedule. In the event a Change Order increases the Contract Sum, Contractor shall include the Work covered by such Change Orders in Applications for Payment as if such Work were originally part of the Contract Documents.

PARAGRAPH 9.3

Add the following clause to the end of Paragraph 9.3.1.:

.3 Each Application for Payment shall be accompanied by the following, all in form and substance satisfactory to the Owner:

(1) a current Contractor's lien waiver and duly executed and acknowledged sworn statement showing all Subcontractors and materialmen with whom the Contractor has entered into subcontracts, the amount of each such subcontract, the amount

requested for any Subcontractor and materialmen in the requested progress payment and the amount to be paid to the Contractor from such progress payment, together with similar sworn statement from all such Subcontractors and materialmen;

(2) duly executed waivers of mechanics' and materialmen's liens from all Subcontractors and, when appropriate, from materialmen and lower tier Subcontractors establishing payment or satisfaction of payment of all amounts requested by the Contractor on behalf of such entities or persons in any previous Application for Payment; and

(3) all information and materials required to comply with the requirements of the Contract Documents or reasonably requested by the Owner or the Architect. If required by the Owner's title insurer, if any, the Contractor shall execute a personal gap undertaking in form and substance satisfactory to such title insurer.

Revise Paragraph 9.3.2 to read:

Payment will be made on account of materials delivered and suitably stored at the site only. No payment shall be made for material stored off-site. No payment will be made for materials delivered so early as to jeopardize their installed condition.

PARAGRAPH 9.4

In the first sentence, delete the word "seven" and add the word "ten."

PARAGRAPH 9.6

Add the following language to the end of Paragraph 9.6.2:

Notwithstanding anything in this Paragraph 9.6.2 to the contrary, the Owner may elect, in the Owner's sole discretion, to make any payment requested by the Contractor on behalf of a Subcontractor. The Contractor and such Subcontractor shall be responsible for the allocation and disbursement of funds included as part of any such joint payment. In no event shall any joint payment be construed to create any (1) contract between the Owner and a subcontractor of any tier, (2) obligations form the Owner to such subcontractor, or (3) rights in such subcontractor against the Owner.

PARAGRAPH 9.7

In the first sentence, delete the word "seven" and add the word "ten."

In Paragraph 9.7, change "seven" to "ten" in second line."

Add the following paragraph to Paragraph 9.7:

9.7.1 If the Owner is entitled to reimbursement or payment from the Contractor under or pursuant to the Contract Documents, such payment shall be made promptly upon demand by the Owner. Notwithstanding anything contained in the Contract Documents to the contrary, if the Contractor fails to promptly make any payment due the Owner, or the Owner incurs any costs and expenses to cure any default of the Contractor to correct defective Work, the Owner shall have an absolute right to offset such amount against the Contract Sum and may, in the Owner's sole discretion, elect either to: (1) deduct an amount equal to that which the Owner is entitled from any payment then or thereafter due the Contractor from the Owner, or (2) issue a written notice to the Contractor reducing the Contract Sum by an amount equal to that which the Owner is entitled.

PARAGRAPH 9.10

Add the following language to the end of Paragraph 9.10.1:

All warranties and guarantee required under or pursuant to the Contract Documents shall be assembled and delivered by the Contractor to the Architect as part of the final Application for Payment. The final Certificate for Payment will not be issued by the Architect until all warranties and guarantees have been received and accepted by the Owner.

PARAGRAPH 10.2

Add the following language to the end of Paragraph 10.2.3:

The Contractor shall also be responsible, at the Contractor's sole cost and expense, for all measures necessary to protect any property adjacent to the Project and improvements therein. Any damage to such property or improvements shall be promptly repaired by the Contractor.

Add the following clause 10.2.4.1 to subparagraph 10.2.4:

10.2.4.1 When such use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the work, the Contractor shall give the Owner reasonable advance notice of their intended use.

Add the following paragraphs to the end of Paragraph 10.2:

10.2.9 When all or a portion of the work is suspended for any reason, the Contractor shall securely fasten down all coverings and protect the Work, as necessary, from injury by any cause.

10.2.10 The Contractor shall promptly report in writing to the Owner and Architect all accidents arising out of or in connection with the Work which cause death, personal injury, or property damage, giving full details and statements of any witnesses. In addition, if death, serious personal injuries, or serious property damages are caused, the accident shall be reported immediately by telephone or messenger to the Owner and the Architect.

PARAGRAPH 11.1

Add the following Paragraphs to the end of Paragraph 11.1.1:

11.1.1.9 Liability Insurance shall include all major divisions of coverage and be on a comprehensive basis, including:

1. Premises Operations (including X-C/U as applicable).
2. Independent Contractor's Protective.
3. Products & Completed Operations.
4. Personal Injury Liability with Employment Exclusion deleted.
5. Contractual including specified provision for Contractor's obligation under Paragraph 4.18.
6. Owned, non-owned and hired motor vehicles.
7. Broad Form Property Damage including Completed Operations.
8. Umbrella Excess Liability.
9. If the General Liability coverages are provided by a Commercial General Liability Policy on a claims-made basis, the policy date or Retroactive Date shall predate the Contract; the termination date of the policy or applicable extended reporting period shall be no earlier than that termination date of overages required to be maintained after final payment, certified in accordance with Paragraph 9.10.2.
10. Builders Risk.

Add the following Paragraph the end of Paragraph 11.1.2:

11.1.2.1 The insurance required by Paragraph 11.1.1 shall be written for not less than the following, or greater if required by law:

1. Worker's Compensation
   - A. State: Statutory
   - B. Applicable Federal (e.g., Longshoremen, harbor work, work at or outside U.S. Boundaries): Statutory
   - C. Maritime: $NA
   - D. Employer's Liability: $500,000/500,000/500,000
   - E. Benefits Required by Union Labor Contracts: All Applicable
2. Comprehensive General Liability (including premises-Operations; Independent Contractors' Protective; Products and Completed Operations; Broad Form Property Damage):
   - A. Bodily Injury: $500,000 each Occurrence; $1,000,000 Aggregate, Products and Completed Operations or; $1,000,000 Combined Single Limit.
   - B. Property Damage: $500,000 each Occurrence; $1,000,000 Aggregate.
   - C. Products and Completed Operations Insurance shall be maintained for a minimum of two (2) years after final payment and Contractor shall continue to provide evidence of such coverage to Owner on an annual basis during the aforementioned period.
   - D. Property Damage Liability Insurance shall include coverage for the following hazards:
     - 1) X (Explosion);
     - 2) C (Collapse);
     - 3) U (Underground)
   - E. Contractual Liability:
     - 1) Bodily Injury: $500,000 each Occurrence.
     - 2) Property Damage: $500,000 each occurrence; $1,000,000 Aggregate.
   - F. Personal Injury, with Employment Exclusion deleted: $1,000,000 Annual Aggregate.
3. Comprehensive Automobile Liability:
   - A. Bodily Injury: $500,000 CSL each Person; $500,000 CSL each Accident.
   - B. Property Damage: $500,000 CSL each Occurrence.
4. Aircraft Liability (owned and non-owned) when applicable, with the following limits:
   - A. Bodily Injury: $NA each Person; $NA each Occurrence.
   - B. Property Damage: $NA each Occurrence.
5. Watercraft Liability (owned and non-owned) when applicable, with the following limits:
   - A. Bodily Injury: $NA each Person, $NA each Occurrence.
   - B. Property Damage: $NA each Occurrence
6. Umbrella Excess Liability: $2,000,000 Over Primary Insurance.

Add the following Paragraphs:

11.1.5 Approval of the insurance by the Owner or Architect shall not relieve or decrease the Liability of the Contractors hereunder. It is to be understood that the Owner or Architect do not in any way represent that the insurance or the limits of insurance specified in these articles are sufficient or adequate to protect the contractors' interests or liabilities, but are merely minimums. Furnish Certificates of Insurance which specifically set forth evidence of all coverage required of the Contractor, on form AIA G705, attached. Furnish to the Owner copies of all endorsements that are subsequently issued amending coverage or limits.

11.1.6 Prior to award, the Contractor shall file a complete "Package" of certificate insurance signed by the insurer or certified copies of all insurance policies with the Owner. None of this insurance required hereunder shall be canceled, changed, or allowed to lapse until the Contract has been completed and the work accepted. In the event of cancellation, change or expiration, thirty (30) days' notice shall be given the Owner and other insured parties by the insurance company or companies validated by an authorized representative of the insurer. Each policy of insurance shall contain the clause: "In the event of cancellation or expiration of the policy or of any change in the policy of any nature, thirty (30) days' advance written notice will be sent to the Owner." No work under the Contract will be started until insurance certificates or policies have been field.

11.1.7 Where special or unusual hazards peculiar to this Project are foreseeable, the Contractor shall take such steps as are necessary to insure themselves against the hazards and be responsible for any damage, including water, which results from the occurrence of the hazards in connection with this Project.

PARAGRAPH 11.3

Paragraph 11.3.1 is amended by adding three additional sentences as follows:

"Unless otherwise provided, all property insurance purchased under Part 11.3 shall have a deductible limit of no greater than $5,000. The Owner and Contractors each will assume their own losses under the deductible. The Contractors' tools and equipment shall be their responsibility.

PARAGRAPH 11.4

Delete Paragraph 11.4.2 and substitute the following Paragraph:

11.4.2 The Contractor shall furnish a Performance Bond and Labor and Material Payment Bond meeting all statutory requirements of the State of Minnesota, in form and substance satisfactory to the Owner and, without limitation, complying with the following specific requirements:

.1 Except as otherwise required by statute, the form and substance of such bonds shall be satisfactory to the Owner in the Owner's sole judgment;

.2 Bonds shall be executed by a responsible surety licensed in Minnesota, with a Best's rating of no less than A/XII and shall remain in effect for period of not less than two (2) years following the date of Substantial Completion or the time required to resolve any items of incomplete Work and the payment of any disputed amounts, whichever time period is longer;

.3 The Performance Bond and the Labor and Material Payment Bond shall each be in an amount equal to the Contract Sum, less any sum for materials purchased directly or furnished by the Owner;

.4 The Contractor shall require the attorney in fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy of his power of attorney indicated the monetary limit of such power;

.5 Every Bond under this Paragraph 11.4.1 must display the Surety's Bond Number. A rider including the following provisions shall be attached to each Bond:

(1) Surety hereby agrees that it consents to and waives notice of any addition, alteration, omission, change, or other modification of the Contractor Documents which, singularly or in the Aggregate, does not exceed twenty-five percent (25%) of the Contract Sum. Except as to increases in the Contractor Sum in excess of the percentage set forth above in this Clause 11.4.1.5(1), any other addition, alteration, change, extension of time, or other modification of the Contractor Documents, or a forbearance on the part of either the Owner or the Contractor to the other, shall not release the Surety of its obligations hereunder and notice to the Surety of such matters is hereby waived.

(2) Surety further agrees that in event of any default by the Owner in the performance of the Owner's obligations to the Contractor under the Contract, the Contractor or Surety shall cause written notice of such default (specifying said default in detail) to be given to the Owner, and the Owner shall have thirty (30) days from time after receipt of such notice within which to cure such default, or such additional reasonable period of time as may be required if the nature of such default is such that it cannot be cured within thirty (30) days. Such Notice of Default shall be sent by certified or registered U.S. Mail, return receipt required, first class postage prepaid, to Lender and the Owner.

(3) Surety agrees that it is obligated under the bonds to any successor, grantee or assignee of the Owner.

Add the following Paragraphs to Paragraph 11.4:

11.4.3 The Contractor shall keep the surety informed of the progress of the Work, and, where necessary, obtain the surety's consent to, or waiver of: (1) notice of changes in the Work; (2) request for reduction or release of retention; (3) request for final payment; and (4) any other materials required by the surety. The Owner shall be notified by the Contractor, in writing, of all communications with the surety. The Owner may, in the Owner's sole discretion, inform surety of the progress of the Work and obtain consents as necessary to protect the Owner's rights, interest, privileges and benefits under and pursuant to any bond issued in connection with the Work.

The following is a supplement to the General Conditions and Standard Form of Agreement between Owner and Contractor (AIA Document A101) dated 2007.

Worker’s Compensation - Requirement of M.S.A. § 176.182

Contractor represents and warrants that it has, and will maintain during the performance of this agreement, workers’ compensation insurance coverage required pursuant to M.S. § 176.181, subd. 2, and that the certificate of insurance or the written order of the Commissioner of Commerce permitting self insurance of worker’s compensation insurance coverage provided to City prior to execution of this agreement is current and in force and effect.

Note: This provision is required pursuant to M.S.A. § 176.182 which prohibits a municipality from entering into any contract for the doing of any public work before receiving from all other contracting parties acceptable evidence of compliance with the Worker’s Compensation Insurance Coverage requirement of § 176.181, subd. 2.

Income Tax Withholding - Requirement of M.S.A. § 290.97

No final payment shall be made to Contractor until Contractor has provided satisfactory evidence to City that Contractor and each of its subcontractors has complied with the provisions of M.S. § 290.92 relating to withholding of taxes upon wages. A certificate by the Commissioner of Revenue shall satisfy this requirement.

Note: This provision is required pursuant to M.S. § 290.979 and applies to any city making final settlement with any contractor under a contract requiring the employment of employees for wages by the contractor and by subcontractors.

Audits - Requirement of M.S. § 16B.06, subd. 4

The books, records, documents and accounting procedures and practices of the Contractor or other parties relevant to this agreement are subject to examination by the City and either the Legislative Auditor or the State Auditor as appropriate.

Note: This provision is required pursuant to M.S. § 16B.06, subd. 4, in a contract or in connection with any disbursement of public funds to a provider of services or a grantee made by or under the supervision of a city.

SECTION 01010
SUMMARY OF ALL WORK

PART 1 - GENERAL

1.1 PROJECT TITLE

A. Elmcrest Park Community Building
Ramsey Minnesota

1.2 DOCUMENTS

A. Architectural drawings, as indexed at Sheet A.1, dated October 25, 2013 and Project Manual dated October 25, 2013.

1.3 THE WORK

A. The work consists of providing all labor and materials necessary for the complete construction of the Project.

B. All contractors and subcontractors shall be bound by the information and requirements provided by the complete set of drawings and specifications.

SECTION 01152
APPLICATIONS FOR PAYMENT

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Comply with procedures described in this Section when applying for progress payment and final payment under the Contract.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

2. The Contract Sum and the schedule for payments are described in the Form of Agreement.

3. Payments upon Substantial Completion and Completion of the Work are described in the General Conditions and in Section 01700 of these Specifications.

4. The Architect's approval of applications for progress payment and final payment may be contingent upon the Architect's approval of status of Project Record Documents as described in Section 01720 of these Specifications.

1.2 QUALITY ASSURANCE

A. Prior to start of construction, secure the Architect's approval of the schedule of values required to be submitted under Paragraph 9.2 of the General Conditions, and further described in Section 01370 of these Specifications.

1.3 SUBMITTALS

A. Formal submittal: Unless otherwise directed the Architect:

1. Make formal submittal of request for payment by filling in the agreed data, by typewriter or neat lettering in ink, on AIA Document G702, "Application and Certificate for Payment," plus continuation sheet or sheets.

2. Sign and notarize the Application and Certificate for Payment.

3. Submit the original of the Application and Certificate for Payment, plus two identical copies of the continuation sheet or sheets, to the Architect.

SECTION 01310
CONSTRUCTION SCHEDULES

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: To assure adequate planning and execution of the Work so that the Work is completed within the number of calendar days allowed in the Contract, and to assist the Architect in appraising the reasonableness of the proposed schedule and in evaluating progress of the Work, prepare and maintain the schedules and reports described in this Section.

B. Related work:
   1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
   2. Requirements for progress schedule: General Conditions.

1.2 QUALITY ASSURANCE

A. Employ a scheduler who is thoroughly trained and experienced in compiling construction schedule data, and in preparing and issuing periodic reports as required below.

B. Perform data preparation, analysis, charting, and updating in accordance with standards approved by the Architect.

C. Reliance upon the approved schedule:
   1. The construction schedule as approved by the Architect will be an integral part of the Contract and will establish interim completion dates for the various activities under the Contract.
   2. Should any activity not be completed within 15 days after the stated scheduled date, the Owner shall have the right to require the Contractor to expedite completion of the activity by whatever means the Owner deems appropriate and necessary, without additional compensation to the Contractor.
   3. Should any activity be 30 days or more behind schedule, the Owner shall have the right to perform the activity or have the activity performed by whatever method the Owner deems appropriate.
   4. Costs incurred by the Owner and by the Architect in connection with expediting construction activity under this Article shall be reimbursed by the Contractor.

5. It is expressly understood and agreed that failure by the Owner to exercise the option either to order the Contractor to expedite an activity or to expedite the activity by other means shall not be considered to set a precedent for any other activities.

1.3 SUBMITTALS

A. Construction schedule: Within fifteen days (15) calendar days after the Contractor has received the Owner's Notice to Proceed, submit one reproducible copy and four prints of a construction schedule .

B. Periodic reports: On the first working day of each month following the submittal described in Paragraph 1.3-A above, submit four prints of the construction schedule updated .

PART 2 - PRODUCTS

2.1 CONSTRUCTION ANALYSIS

A. Graphically show by bar-chart the order and interdependence of all activities necessary to complete the Work, and the sequence in which each activity is to be accomplished, as planned by the Contractor and the Contractor's project field superintendent in coordination with all subcontractors whose work is shown on the diagram.

SECTION 01340
SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Make submittals required by the Contract Documents, and revise and resubmit as necessary to establish compliance with the specified requirements.

B. Related work:
1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
2. Individual requirements for submittals also may be described in pertinent Sections of these Specifications.

C. Work not included:
1. Unrequired submittals will not be reviewed by the Architect.
2. The Contractor may require the subcontractors to provide drawings, setting diagrams, and similar information to help coordinate the Work, but such data shall remain between the Contractor and the subcontractors and will not be reviewed by the Architect.

1.2 QUALITY ASSURANCE

A. Coordination of submittals:
1. Prior to each submittal, carefully review and coordinate all aspects of each item being submitted.
2. Verify that each item and the submittal for it conform in all respects with the specified requirements.
3. By affixing the Contractor's signature to each submittal, certify that this coordination has been performed.

1.3 SUBMITTALS

A. Make submittals of Shop Drawings, Samples, and other items in accordance with the provisions of this Section.

PART 2 - PRODUCTS

2.1 SHOP DRAWINGS

A. Scale and measurements: Make Shop Drawings accurately to a scale sufficiently large to show all pertinent aspects of the item and its method of connection to the Work.

B. Types of prints required:
   1. Submit Shop Drawings in the form of one sepia transparency of each sheet plus two blueline or blackline prints of each sheet.
   2. Submittals received by the Architect without General Contractor's checking and review stamp will be returned.
   3. Submittals received without reproducible will be not checked. They will be returned within 3 days of receipt of reproducible.

C. Review comments of the Architect will be shown on the sepia transparency when it is returned to the Contractor. The Contractor may make and distribute such copies as are required for the Contractor's purposes.

2.2 MANUFACTURER'S LITERATURE

A. Where contents of submitted literature from manufacturers includes data not pertinent to the submittal, clearly show which portions of the contents is being submitted for review.

B. Submit the number of copies which are required to be returned, plus one copy which will be retained by the Architect, one copy for consultant Engineer and copies necessary for maintenance manuals specified in Section 01730 - Maintenance Data.

2.3 SAMPLES

A. Provide Sample or Samples identical to the precise article proposed to be provided. Identify as described under "Identification of submittals" below.

B. Number of Samples required:
   1. Unless otherwise specified, submit Samples in the quantity which is required to be returned, plus one which will be retained by the Architect.
   2. By prearrangement in specific cases, a single Sample may be submitted for review and, when approved, be installed in the Work at a location agreed upon by the Architect.

2.4 COLORS AND PATTERNS

A. Unless the precise color and pattern is specifically called out in the Contract Documents, and whenever a choice of color or pattern is available in the specified products, submit accurate color and pattern charts to the Architect for selection.

PART 3 - EXECUTION

3.1 IDENTIFICATION OF SUBMITTALS

A. Consecutively number all submittals.
   1. When material is resubmitted for any reason, transmit under a new letter of transmittal and with a new transmittal number.
   2. On re-submittals, cite the original submittal number for reference.

B. Accompany each submittal with a letter of transmittal showing all information required for identification and checking.

C. On at least the first page of each submittal, and elsewhere as required for positive identification, show the submittal number in which the item was included.

D. Maintain an accurate submittal log for the duration of the Work, showing current status of all submittals at all times. Make the submittal log available to the Architect for review upon request.

3.2 GROUPING OF SUBMITTALS

A. Unless otherwise specified, make submittals in groups containing all associated items to assure that information is available for checking each item when it is received.
   1. Partial submittals may be rejected as not complying with the provisions of the Contract.
   2. The Contractor may be held liable for delays so occasioned.

3.3 TIMING OF SUBMITTALS

A. Make submittals far enough in advance of scheduled dates for installation to provide time required for reviews, for securing necessary approvals, for possible revisions and re-submittals, and for placing orders and securing delivery.

B. In scheduling, allow at least ten working days for review by the Architect following his/her receipt of the submittal.

3.4 ARCHITECT'S REVIEW

A. Review by the Architect:
   1. Review by the Architect does not relieve the Contractor from responsibility for errors which may exist in the submitted data.
   2. The Architect will review and take action on submittals in accordance with the General Conditions.
   3. Deviations, changes, or questions must be noted, highlighted or "bubbled" to receive action. Deviations will be accepted only as indicated in "Changes in the Work." Accepted Shop Drawings do not constitute approval for changes in the work.

B. Revisions:
   1. Make revisions required by the Architect.
   2. If the Contractor considers any required revision to be a change, he/she shall so notify the Architect as provided for in Paragraph 4.3.7 of the General Conditions.
   3. Make only those revisions directed or approved by the Architect.

SECTION 01345
SUBSTITUTIONS

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Submit supporting data for substitutions proposed in the Contract Documents.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

2. Individual requirements for submittals also may be described in pertinent Sections of these Specifications.

1.2 QUALITY ASSURANCE

A. Substitutions:

1. The Contract is based on the standards of quality established in the Contract Documents. Substitutions will be considered only when listed at time of bidding, on the form provided therefore in the bidding documents, and when substantiated by the Contractor's submittal of required data within 35 calendar days after award of the Contract.

2. The following products do not require further approval except for interface within the work.

a. Products specified by reference to standard specifications such as ASTM and similar standards.

b. Products specified by manufacturer's name and catalog model number.

3. Do not substitute materials, equipment, or methods unless such substitution has been specifically approved in writing for this Work by the Architect.

C. "Or equal":

1. Where the phrase "or equal," or "or equal as approved by the Architect," occurs in the Contract Documents, do not assume that the materials, equipment, or methods will be approved as equal unless the item has been specifically so approved for this Work by the Architect.

2. The decision of the Architect shall be final.

PART 2 - PRODUCTS & SUBMITTALS

2.1 SUBSTITUTION DESCRIPTION

A. Include the following identification:
1. Project name
2. Drawing number
3. Specification section

B. Provide the following:

1. Description of change
2. Reason for change
3. Improvement to the Project
4. Change to scope of work
5. Compatibility with other products
6. Impact on codes or regulatory requirements

2.2 MANUFACTURER'S LITERATURE & SAMPLES

A. Where contents of submitted literature from manufacturers includes data not pertinent to the submittal, clearly show which portions of the contents is being submitted for review.

B. Provide Sample or Samples identical to the precise article proposed to be provided. Identify as described under "Identification of submittals" below.

C. Make submittals far enough in advance of scheduled dates for installation to provide time required for reviews, for securing necessary approvals, for possible revisions and re-submittals, and for placing orders and securing delivery.

PART 3 - EXECUTION

3.1 ARCHITECT'S REVIEW

A. Review by the Architect does not relieve the Contractor from responsibility for errors which may exist in the submitted data.

B. The Architect will review the substitution for suitability with the Project.

C. Substitutions approved prior to bid date will be acknowledged by addendum.

D. Substitutions approved after contract award will be incorporated by Change Order in accordance with the General Conditions.

SECTION 01370
SCHEDULE OF VALUES

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide a detailed breakdown of the agreed Contract Sum showing values allocated to each of the various parts of the Work, as specified herein and in other provisions of the Contract Documents.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

2. Schedule of values is required to be compatible with the "continuation sheet" accompanying applications for payment, as described in Section 01152.

1.2 QUALITY ASSURANCE

A. Use required means to assure arithmetical accuracy of the sums described.

B. When so required by the Architect, provide copies of the subcontracts or other data acceptable to the Architect, substantiating the sums described.

1.3 SUBMITTALS

A. Prior to first application for payment, submit a proposed schedule of values to the Architect.

1. Meet with the Architect and determine additional data, if any, required to be submitted.

2. Secure the Architect's approval of the schedule of values prior to submitting first application for payment.

SECTION 01410
TESTING LABORATORY SERVICES

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included:

1. Provide testing and inspecting, complete, as described in this Section and elsewhere in the Contract Documents.

B. Related Work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions and Sections in Division 1 of these Specifications.
2. Requirements for testing may be described in various Sections of these Specifications.

1.2 QUALITY ASSURANCE

A. Provide the services of a soil engineer and a testing laboratory approved by the Architect.

B. Upon completion of each test and/or inspection, promptly distribute copies of test or inspection reports to the Architect, to governmental agencies requiring submission of such reports, and to such other persons as directed by the Architect.

PART 2 - PRODUCTS

2.1 PAYMENT FOR TESTING

A. Include within the Contract Sum an amount sufficient to cover all testing and inspecting required under this Section of these Specifications, and to cover all testing and inspecting required by governmental agencies having jurisdiction.

B. The Owner will pay for all testing and inspecting specifically requested by the Architect over and above those described in Paragraph 2.1-A above.

C. When initial tests requested by the Architect indicate non-compliance with the Contract Documents, costs of initial tests associated with that non-compliance will be deducted by the Owner from the Contract Sum, and subsequent retesting occasioned by the non-compliance shall be performed by the same testing laboratory and the costs thereof shall be paid by the Contractor.

2.2 SPECIFIC TESTS AND INSPECTIONS

A. Provide all tests and inspections required by governmental agencies having jurisdiction, required by provisions of the Contract Documents, and such other tests and inspections as are directed by the Architect.

B. Tests include, but are not necessarily limited to, those described in detail in Part 3 of this Section.

PART 3 - EXECUTION

3.1 TAKING SPECIMENS

A. Except as may be specifically otherwise approved by the Architect, have the testing laboratory secure and handle all samples and specimens for testing.

3.2 COOPERATION WITH TESTING LABORATORY

A. Provide access to the Work at all items and at all locations where the Work is in progress. Provide facilities for such access to enable the laboratory to perform its functions properly.

3.3 SOIL INSPECTING AND TESTING

A. Make required inspections and tests including, but not necessarily limited to:
   1. Visually inspect on-site and imported fill and backfill, making such tests and retests as are necessary to determine compliance with the Contract requirements and suitability for the proposed purpose;
   2. Make field density tests on samples from in-place material as required;
   3. As pertinent, inspect and test the scarifying and re-compacting of cleaned subgrade; inspect the progress of excavating, filling, and grading; make 90% density tests at fills and backfills; and verify compliance with provisions of the Contract Documents and governmental agencies having jurisdiction.

B. Make and distribute necessary reports and certificates.

3.4 CONCRETE INSPECTING AND TESTING

A. Laboratory design mix:
   1. Provide mix design in accordance with ACI 613.
   2. Provide designs for all mixes prepared by a licensed Civil Engineer.

B. Molded concrete cylinders:
   1. Provide three test cylinders for each 150 cu yds, or fraction thereof, of each class of concrete of each day's placement.

2. Test one cylinder at seven days, one at 28 days, and one when so directed.
3. Report the mix, slump, gage, location of concrete in the structure, and test results.
4. Take specimens and make tests in accordance with the applicable ASTM standard specifications.

C. Core tests:
1. Provide only when specifically so directed by the Architect because of low cylinder test results.
2. Cut from locations directed by the Architect, securing in accordance with ASTM C42, and prepare and test in accordance with ASTM C39.

D. Placement inspections:
1. On concrete over 2,500 psi, provide continuous or other inspection as required by governmental agencies having jurisdiction.
2. Throughout progress of concrete placement, make slump tests to verify conformance with specified slump.
3. Using all required personnel and equipment, throughout progress of concrete placement verify that finished concrete surfaces will have the level or slope that is required by the Contract Documents.

3.5 CONCRETE REINFORCEMENT INSPECTING AND TESTING

A. Prior to use, test all reinforcement steel bars for compliance with the specified standards.
1. Material identified by mill test reports, does not require additional testing. Require the supplier to furnish mill test reports.
2. Tag identified steel at the supplier's shop. When steel arrives at the job site without such tags, test it as unidentified steel.

B. Unidentified steel:
1. Have the testing laboratory select samples consisting of two pieces, each 18" long, of each size.
2. Have the testing laboratory make one tensile test and one bend test for each 2-1/2 tons or fraction thereof of each size of unidentified steel.

C. Provide continuous inspection for all welding of reinforcement steel.

D. Provide observation of placement of reinforcement steel.

3.6 STRUCTURAL STEEL INSPECTING AND TESTING

A. Prior to use, test all structural steel for compliance with the specified standards.
1. Material identified by mill test reports does not require additional testing. Require the supplier to furnish mill test reports.

2. Tag identified steel at the supplier's shop. When steel arrives at the job site without such tags, test it as unidentified steel.

B. Unidentified steel:
1. Have testing laboratory make one tensile test an done bend test for each five tons or fraction thereof of each shape and size of unidentified structural steel.

C. Shop welding in unapproved shops:
1. Provide qualified testing laboratory inspector.
2. On single pass welds, inspect after completion of welding and prior to painting.
3. On multiple pass welds, and on butt welds with cove pass on the back side, provide continuous inspection.

D. Field welding: Provide continuous inspection by a qualified testing laboratory inspector.

3.7 GOVERNMENT MANDATED INSPECTIONS

A. In addition to the inspections required above, provide inspections during construction on the following types of work:

B. Concrete: During the taking of test specimens and placing of reinforced concrete and pneumatically placed concrete except:
1. For foundation concrete when the structural design is based on a f/c no greater than 2,500 psi.
2. Nonstructural slabs on grade, including prestressed slabs on grade when effective prestress in concrete is less than 150 pounds per square inch.
3. Site work concrete full-supported on earth and concrete where no special hazard exists.

C. Bolts installed in concrete: During installation of bolts and placing of concrete around such bolts when stress increases are utilized as noted.

D. Reinforcing steel and prestressing steel:
1. During all stressing and grouting of prestressed concrete.
2. During placing of reinforcing steel, placing of tendons and prestressing steel for all concrete required to have special inspection by Item No. 1.
3. Exception: The special inspector need not be present during entire reinforcing steel and prestressing steel placing operations, provided he has inspected for conformance with the approved plans, prior to the closing of forms or the delivery of concrete to the job site.

E. Welding: All structural welding, including welding of reinforcing steel.
1. Exceptions:

a. When welding is done in an approved fabricator's shop.

b. When approved by the building official, single-pass fillet weld when stressed to less than 50 percent of allowable stresses and floor and roof deck welding and welded studs when used for structural diaphragm or composite systems may have periodic inspections in accordance with the code. For periodic inspection, the inspector shall check qualifications of welders at the start of work and then make final inspection of all welds for compliance prior to completion of welding.

F. High-Strength Bolting: During all bolt installations and tightening operations.

1. Exceptions:

a. The special inspector need not be present during the entire installation and tightening operation, provided he has:

1) Inspected the surfaces and bolt type for conformance to plans and specifications prior to star of bolting.

2) And will, upon completion of all bolting, verify the minimum specified bolt tension for 10 percent of the bolts for each connection with a minimum of two bolts per connection.

b. In bearing-type connections when threads are not required by design to be excluded from the shear plane, inspection prior to or during installation will not be required.

G. Structural masonry: During preparation of masonry wall prisms, sampling and placing of all masonry units, placement of reinforcement, inspection of grout space, immediately prior to closing of cleanouts, and during all grouting operations.

1. Exceptions:

a. Special inspection need not be provided when design stresses have been adjusted to permit noncontinuous inspection.

b. For hollow-unit masonry where the f'm is not more than 1,500 psi for concrete units special inspection for placing of units may be performed on a periodic basis.

3.8 WAIVER OF INSPECTION AND/OR TESTS

A. Specified inspections and/or tests may be waived only by the specific approval of the Architect, and such waivers will be expected to result a credit to the Owner equal to normal cost of such inspection and/or test.

SECTION 01500
TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide temporary facilities and controls over and above those present at site needed for the Work including, but not necessarily limited to:

1. Temporary utilities such as heat, water, electricity, and telephone;
2. Field office for the Contractor's personnel;
3. Enclosures such as tarpaulins, barricades, and canopies.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
2. Except that equipment furnished by subcontractors shall comply with requirements of pertinent safety regulations, such equipment normally furnished by the individual trades in execution of their own portions of the Work are not part of this Section.
3. Permanent installation and hookup of the various utility lines are described in other Sections.

1.2 PRODUCT HANDLING

A. Maintain temporary facilities and controls in proper and safe condition throughout progress of the Work, and where there are connected to existing facilities in existing building.

1.3 ENCLOSURES

A. Provide and maintain for the duration of construction all scaffolds, tarpaulins, canopies, warning signs, steps, platforms, bridges, and other temporary construction necessary for proper completion of the Work in compliance with pertinent safety and other regulations.

PART 2 - EXECUTION

2.1 MAINTENANCE AND REMOVAL

A. Maintain temporary facilities and controls as long as needed for safe and proper completion of the Work.

B. Remove such temporary facilities and controls as rapidly as progress of the Work will permit, or as directed by the Architect.

SECTION 01640
PRODUCT HANDLING

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Protect products scheduled for use in the Work by means including, but not necessarily limited to, those described in this Section.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
2. Additional procedures also may be prescribed in other Sections of these Specifications.

1.2 QUALITY ASSURANCE

A. Include within the Contractor's quality assurance program such procedures as are required to assure full protection of work and materials.

1.3 MANUFACTURER'S RECOMMENDATIONS

A. Except as otherwise approved by the Architect, determine and comply with manufacturers' recommendations on product handling, storage, and protection.

1.4 PACKAGING & PROTECTION

A. Deliver products to the job site in their manufacturer's original container, with labels intact and legible.

1. Maintain packaged materials with seals unbroken and labels intact until time of use.
2. Promptly remove damaged material and unsuitable items from the job site, and promptly replace with material meeting the specified requirements, at no additional cost to the Owner.

B. The Architect may reject as non-complying such material and products that do not bear identification satisfactory to the Architect as to manufacturer, grade, quality, and other pertinent information.

C. Protect finished surfaces, including jambs and soffits of openings used as passageways, through which equipment and materials are handled.

SECTION 01700
CONTRACT CLOSEOUT

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide an orderly and efficient transfer of the completed Work to the Owner.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
2. Activities relative to Contract closeout are described in the General Conditions.
3. "Substantial Completion" is defined in Paragraph 9.8.1 of the General Conditions.

1.2 QUALITY ASSURANCE

A. Prior to requesting inspection by the Architect, use adequate means to assure that the Work is completed in accordance with the specified requirements and is ready for the requested inspection.

1.3 PROCEDURES

A. Substantial Completion:

1. Prepare and submit the list required by the first sentence of Paragraph 9.8.1 of the General Conditions.
2. Within a reasonable time after receipt of the list, the Architect and Owner will inspect to determine status of completion.
3. When the Architect and Owner concur that the Work is substantially complete:
   a. The Architect will prepare a "Certificate of Substantial Completion" on AIA form G704, accompanied by the Contractor's list of items to be completed or corrected, as verified by the Architect.
   b. The Architect will submit the Certificate to the Owner and to the Contractor for their written acceptance of the responsibilities assigned to them in the Certificate.

B. Final Completion:

1. Prepare and submit the notice required by the first sentence of Paragraph 9.9.1 of the General Conditions.
2. Verify that the Work is complete including, but not necessarily limited to, the items mentioned in Paragraph 9.9.2 of the General Conditions.
3. Certify that:
    a. Contract Documents have been reviewed.
    b. Work has been inspected for compliance with the Contract Documents.
    c. Work has been completed in accordance with the Contract Documents.
    d. Equipment and systems have been tested as required, and are operational;
    e. Work is completed and ready for final inspection.

C. Closeout submittals include, but are not necessarily limited to:

1. Project Record Documents described in Section 01720.
2. Operation and maintenance data for items so listed in pertinent other Sections of these Specifications and for other items when so directed by the Architect;
3. Warranties and bonds;
4. Keys and keying schedule;
5. Spare parts and materials extra stock;
6. Evidence of compliance with requirements of governmental agencies having jurisdiction including, but not necessarily limited to:
    a. Certificates of Inspection;
    b. Certificates of Occupancy;
7. Certificates of Insurance for products and completed operations;
8. Evidence of payment and release of liens;
9. List of subcontractors, service organizations, and principal vendors, including names, addresses, and telephone numbers where they can be reached for emergency service at all times including nights, weekends, and holidays.

1.4 INSTRUCTION

A. Instruct the Owner's personnel in proper operation and maintenance of systems, equipment, and similar items which were provided as part of the Work.

SECTION 01710
CLEANING

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Throughout the construction period, maintain the buildings and site in a standard of cleanliness as described in this Section.

B. Related work:
1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
2. In addition to standards described in this Section, comply with requirements for cleaning as described in pertinent other Sections of these Specifications.

1.2 QUALITY ASSURANCE

A. Conduct daily inspection, and more often if necessary, to verify that requirements for cleanliness are being met.

B. In addition to the standards described in this Section, comply with pertinent requirements of governmental agencies having jurisdiction.

PART 2 - PRODUCTS

2.1 CLEANING MATERIALS AND EQUIPMENT

A. Use only the cleaning materials and equipment which are compatible with the surface being cleaned, as recommended by the manufacturer of the material.

PART 3 - EXECUTION

3.1 PROGRESS CLEANING

A. General:
1. Retain stored items in an orderly arrangement allowing maximum access, not impeding traffic or drainage, and providing required protection of materials.
2. Do not allow accumulation of scrap, debris, waste materials, and other items not required for construction of this Work.
3. At least twice each month, and more often if necessary, completely remove all scrap, debris, and waste material from the job site.

4. Provide adequate storage for all items awaiting removal from the job site, observing requirements for fire protection and protection of the ecology.

3.2 FINAL CLEANING

A. "Clean," for the purpose of this Article, and except as may be specifically provided otherwise, shall be interpreted as meaning the level of cleanliness generally provided by skilled cleaners using commercial quality building maintenance equipment and materials.

B. Prior to completion of the Work, remove from the job site all tools, surplus materials, equipment, scrap, debris, and waste. Conduct final progress cleaning as described in Article 3.1 above.

C. Structures:
   1. Exterior:
      a. Visually inspect exterior surfaces and remove all traces of soil, waste materials, smudges, and other foreign matter.
      b. Remove all traces of splashed materials from adjacent surfaces.
      c. If necessary to achieve a uniform degree of cleanliness, hose down the exterior of the structure.
      d. In the event of stubborn stains not removable with water, the Architect may require light sandblasting or other cleaning at no additional cost to the Owner.
   2. Interior:
      a. Visually inspect interior surfaces and remove all traces of soil, waste materials, smudges, and other foreign matter.
      b. Remove all traces of splashed materials from adjacent surfaces.
      c. Remove paint droppings, spots, stains, and dirt from finished surfaces.
   3. Glass: Clean inside and outside.
   4. Polished surfaces: To surfaces requiring routine application of buffed polish, apply the polish recommended by the manufacturer of the material being polished.

D. Schedule final cleaning as approved by the Architect to enable the Owner to accept a completely clean Work.

3.3 CLEANING DURING OWNER'S OCCUPANCY

A. Should the Owner occupy the Work or any portion thereof prior to its completion by the Contractor and acceptance by the Owner, responsibilities for interim and final cleaning shall be as determined by the Architect in accordance with the General Conditions of the Contract.

SECTION 01720
PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included:

1. Throughout progress of the Work, maintain an accurate record of changes in the Contract Documents.
2. Upon completion of the Work, transfer the recorded changes to a set of Record Documents.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
2. Other requirements affecting Project Record Documents may appear in pertinent other Sections of these Specification.

1.2 QUALITY ASSURANCE

A. Delegate the responsibility for maintenance of Record Documents to one person on the Contractor's staff as approved by the Architect.

B. Accuracy of records:

1. Thoroughly coordinate changes within the Record Documents, making adequate and proper entries on each page of Specifications and each sheet of Drawings and other Documents where such entry is required to show the change properly.
2. Accuracy of records shall be such that future search for items shown on the Contract Documents may rely reasonably on information obtained from the approved Project Record Documents.

C. Make entries within 24 hours after receipt of information that the change has occurred.

1.3 PRODUCT HANDLING

A. Maintain the job set of Record Documents completely protected from deterioration and from loss and damage until completion of the Work and transfer of all recorded data to the final Project Record Documents.

B. In the event of loss of recorded data, use means necessary to again secure the data to the Architect's approval.
   1. Such means shall include, if necessary in the opinion of the Architect, removal and replacement of concealing materials.
   2. In such case, provide replacements to the standards originally required by the Contract Documents.

SECTION 01730
OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: To aid the continued instruction of operating and maintenance personnel, and to provide positive source of information regarding the products incorporated into the Work, furnish and deliver the data described in this Section and in pertinent other Sections of these Specifications.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

2. Required contents of submittals also may be amplified in pertinent other Sections of these Specifications.

1.2 QUALITY ASSURANCE

In preparing data required by this Section, use only personnel who are thoroughly trained and experienced in operation and maintenance of the described items, completely familiar with the requirements of this Section, and skilled in technical writing to the extent needed for communicating the essential data.

1.3 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

B. Submit two copies of a preliminary draft of the proposed Manual or Manuals to the Architect for review and comments.

C. Unless otherwise directed in other Sections, or in writing by the Architect, submit three copies of the final Manual to the Architect prior to indoctrination of operation and maintenance personnel.

SECTION 02100
SITE PREPARATION

PART 1 - GENERAL

1.1 WORK INCLUDED

A. This Section includes all labor, materials, and equipment necessary for clearing the site in preparation for earthwork and building construction.

B. The extent of site clearing is shown on the drawings. Site clearing work includes, but is not limited to, the following:

1. Clearing the site and removing excess soil.

2. Removal of trees & stumps is by Owner.

PART 2 - EXECUTION

2.1 SITE CLEARING

A. Remove vegetation, improvements, or obstructions interfering with installation of new construction. Removal includes stumps and roots.

2.2 DISPOSAL OF WASTE MATERIAL

A. Remove waste materials and unsuitable and excess topsoil from the Owner's property and dispose of properly.

B. Clean up trash and debris caused by clearing operations under this Section, keeping premises, parking lots and streets clean and neat at all times.

SECTION 02220
GRADING, EXCAVATING, BACKFILLING, AND COMPACTING

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Excavate, backfill, compact, and grade the site to the elevations shown on the Drawings, as specified herein, and as needed to meet the requirements of the construction shown in the Contract Documents.

1. Excavate, backfill & grade the site area designated on drawings.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. Use equipment adequate in size, capacity, and numbers to accomplish the work of this Section in a timely manner.

C. In addition to complying with requirements of governmental agencies having jurisdiction, comply with the directions of the soil engineer.

1.3 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

PART 2 - PRODUCTS

2.1 SOIL MATERIALS

A. Fill and backfill materials:

1. Provide soil materials free from organic matter and deleterious substances, containing no rocks or lumps over 6" in greatest dimension, and with not more than 15% of the rocks or lumps larger than 2-3/8" in their greatest dimension.
2. Fill material is subject to the approval of the soil engineer, and is that material removed from excavations or imported from off-site borrow areas, predominantly granular, non-expansive soils free from roots and other deleterious matter.
3. Do not permit rocks having a dimension greater than 1" in the upper 12" of fill or embankment.
4. Cohesionless material used for structural backfill: Provide sand, free from organic material and other foreign matter, and as approved by the soil engineer.
5. Where granular base is called for under building slabs, provide aggregate complying with requirements of Section 03300.

2.2 TOPSOIL

A. Provide subgrade at 6" below finish grade.

B. Provide finish grade with 6" of topsoil.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 PROCEDURES

A. Utilities:
   1. Unless shown to be removed, protect active utility lines shown on the drawings or otherwise made known to the Contractor prior to excavating. If damaged, repair or replace at no additional cost to the Owner.
   2. If active utility lines are encountered, and are not shown on the Drawings or otherwise made known to the Contractor prior to excavating. If damaged, repair or replace at no additional cost to the Owner.
   3. If service is interrupted as a result of work under this Section, immediately restore service by repairing the damaged utility at no additional cost to the Owner.
   4. If existing utilities are found to interfere with the permanent facilities being constructed under this Section, immediately notify the Owner and secure his/her instructions.
   5. Coordinate and cooperate with the Owner furnished utilities and permanent relocation of utilities.

B. Protection of persons and property:
   1. Barricade open holes and depressions occurring as part of the Work, and post warning lights on property adjacent to or with public access.
   2. Operate warning lights during hours from dusk to dawn each day and as otherwise required.
   3. Protect structures, utilities, sidewalks, pavements, and other facilities from damage caused by settlement, lateral movement, washout, and other hazards created by operations in this Section.

C. Dewatering:
   1. Remove all water, including rain water, encountered during trench and sub-structure work to an approved location by pumps, drains, and other approved methods.
   2. Keep excavations and site construction area free from water.

D. Use means necessary to prevent dust becoming a nuisance to the public, to neighbors, and to other work being performed on or near the site.

E. Maintain access to adjacent areas at all times.

3.4 EXCAVATING

A. Perform excavating of every type of material encountered within the limits of the Work to the lines, grades, and elevations indicated and specified herein.

B. Satisfactory excavated materials:
   1. Transport to, and place in, fill or embankment areas within the limits of the Work.

C. Unsatisfactory excavated materials:
   1. Excavate to a distance below grade as directed by the soil engineer, and replace with satisfactory materials.
   2. Include excavation of unsatisfactory materials, and replacement by satisfactory materials, as parts of the work of this Section.

D. Surplus materials:
   1. Dispose of unsatisfactory excavated material, and surplus satisfactory excavated material, away from the site at disposal areas arranged and paid for by the Contractor.

E. Excavation of rock:
   1. Where rocks, boulders, granite, or similar material is encountered, and where such material cannot be removed or excavated by conventional earth moving or ripping equipment, take required steps to proceed with

the general grading operations of the Work, and remove or excavate such material by means by which will neither cause additional cost to the Owner nor endanger buildings or structures whether on or off the site.

2. Do not use explosives without written permission from the Architect.

F. Excavate and backfill in a manner and sequence that will provide proper drainage at all times.

G. Borrow:

1. Obtain material required for fill or embankment in excess of that produced within the grading limits of the Work from borrow areas selected and paid for by the Contractor and approved by the soil engineer.

H. Unauthorized excavation:

1. Unauthorized excavation consists of removal of materials beyond indicated subgrade elevations of dimensions without specific instruction from the Architect or the soil engineer.
2. Under footings, foundations, or retaining walls:

a. Fill unauthorized excavations by extending the indicated bottom elevation of the footing or base to the excavation bottom, without altering the required top elevation.

b. When acceptable to the soil engineer, lean concrete fill may be used to bring the bottom elevation to proper position.

3. Elsewhere, backfill and compact unauthorized excavations as specified for authorized excavations, unless otherwise directed by the soil engineer.

I. Stability of excavations:

1. Slope sides of excavations to 1:1 or flatter, unless otherwise directed by the soil engineer.
2. Shore and brace where sloping is not possible because of space restrictions or stability of the materials being excavated.
3. Maintain sides and slopes of excavations in a safe condition until completion of backfilling.

J. Shoring and bracing:

1. Provide materials for shoring and bracing as may be necessary for safety of personnel, protection of work, and compliance with requirements of governmental agencies having jurisdiction.
2. Maintain shoring and bracing in excavations regardless of the time period excavations will be open.
3. Carry shoring and bracing down as excavation progresses.

3.5 FILLING AND BACKFILLING

A. Backfill excavations as promptly as progress of the Work permits, but not until completion of the following.

1. Acceptance of construction below finish grade including, where applicable, damp-proofing and waterproofing.
2. Inspecting, testing, approving, and recording locations of underground utilities.
3. Removing concrete formwork.
4. Removing shoring and bracing, and backfilling of voids with satisfactory materials.
5. Removing trash and debris.
6. Placement of horizontal bracing on horizontally supported walls.

C. Ground surface preparation:
1. Remove vegetation, debris, unsatisfactory soil materials, obstruction, and deleterious matter from ground surface prior to placement of fills.
2. Plow, strip, or break up sloped surfaces steeper than one vertical to four horizontal so that fill material will bond with existing surface.
3. When existing ground surface has a density less than that specified under "compacting" for the particular area, break up the ground surface, pulverize, moisture-condition to the optimum moisture content, and compact to required depth and percentage of maximum density.

D. Placing and compacting:
1. Place backfill and fill materials in layers not more than 8 inches in loose depth.
2. Before compacting, moisten or aerate each layer as necessary to provide the optimum moisture content.
3. Compact each layer to required percentage of maximum density for area.
4. Do not place backfill or fill material on surfaces that are muddy, frozen, or containing frost or ice.
5. Place backfill and fill materials evenly adjacent to structures, to required elevations.
6. Take care to prevent wedging action of backfill against structures by carrying the material uniformly around the structure to approximately the same elevation in each lift.

3.6 GRADING

A. General:
1. Uniformly grade the areas within limits of grading under this Section, including adjacent transition areas.

SECTION 03100
CONCRETE FORMWORK

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide formwork in accordance with provisions of this Section for cast-in-place concrete shown on the Drawings or required by other Sections of these Specifications.

B. Related work:
1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
2. Section 02220 - Excavating, Backfilling & Compacting
3. Section 03200 - Concrete Reinforcement
4. Section 03300 - Cast-in-place Concrete

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. Design of formwork is the Contractor's responsibility.

C. Standards: In addition to complying with pertinent regulations of governmental agencies having jurisdiction, comply with pertinent provisions of ACI 347.

1.3 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

B. Product data: Within 30 calendar days after the Contractor has received the Owner's Notice to Proceed, submit manufacturer's data and installation instructions for proprietary materials including form coatings, ties, and accessories, and manufactured form systems if used.

1.4 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

PART 2 - PRODUCTS

2.1 FORM MATERIALS

A. Except for metal forms, use new materials. Materials may be re-used during progress of the Work, provided they are completely cleaned and reconditioned, re-coated for each use, and capable of producing formwork of the required quality.

B. For footings and foundations, use Douglas Fir boards or planks secured to wood or steel stakes, substantially constructed to shapes indicated and to support the required loads.

C. For studs, wales, and supports, use Standard grade or better Douglas Fir, dimensions as required to support the loads but not less than 2" x 4".

D. Wall forms:
   1. Exposed concrete surfaces:
      a. Use 3/4" minimum thickness Douglas Fir plywood, grade B/B, class I or II, exterior, sanded both sides, complying with PS-1.
      b. Seal edges and coat both faces with colorless coating which will not affect application of applied finishes.
   2. Unexposed concrete surfaces:
      a. Use 1" x 6" shiplap Douglas Fir boards, surfaced one side and two edges, or 3/4" minimum thickness Douglas Fir plywood, grade B/B ply form class I or II, sanded both sides, mill-oiled.

2.2 FORM TIES

A. Hold inner and outer forms for vertical concrete together with combination steel ties and spreaders approved by the Architect.
   1. Space ties symmetrically in tiers and rows, each tier plumb from top to bottom and each row level.
   2. At horizontal pour lines, locate ties not more than 6" below the pour lines. Tighten after concrete has set and before the next pour is made.
   3. For exposed concrete surfaces, provide form ties of removable type with she-bolts equipped with permanent plugs and a system approved by the Architect for fixing the plugs in place.

2.3 DESIGN OF FORMWORK

A. General:

1. Design, erect, support, brace, and maintain formwork so that it will safely support vertical and lateral loads that might be applied, until such loads can be supported by the concrete structure.
2. Carry vertical and lateral loads to ground by formwork system and in-place construction that has attained adequate strength for that purpose.
3. Construct formwork so concrete members and structures are of correct size, shape, alignment, elevation, and position.
4. Design forms and falsework to include assumed values of live load, dead load, weight of moving equipment operated on the formwork, concrete mix, height of concrete drop, vibrator frequency, ambient temperature, foundation pressures, stresses, lateral stability, and other factors pertinent to safety of the structure during construction.
5. Provide shores and struts with positive means of adjustment capable of taking up formwork settlement during concrete placing operations, using wedges or jacks or a combination thereof.
6. Provide trussed supports when adequate foundations for shores and struts cannot be secured.
7. Support form materials by structural members spaced sufficiently close to prevent objectionable deflection.
8. Fit forms placed in successive units for continuous surfaces to accurate alignment, free from irregularities, and within the allowable tolerances.
9. Provide formwork sufficiently tight to prevent leakage of cement paste during concrete placement. Solidly butt joints, and provide backup material at joints as required to prevent leakage and prevent fins.
10. Provide camber in formwork as required for anticipated deflections due to weight and pressures of fresh concrete and construction loads.

2.4 EARTH FORMS

A. Side forms for footings may be omitted, and concrete may be placed directly against excavation, only when requested by the Contractor and approved by the Architect.

B. When omission of forms is accepted, provide additional concrete 1" on each side of the minimum design profiles and dimensions shown on the Drawings.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper

completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 FORM CONSTRUCTION

A. General:
1. Construct forms complying with ACI 347 to the exact sizes, shapes, lines, and dimensions shown, and as required to obtain accurate alignment, location, grades, and level and plumb work in the finished structure.
2. Provide for openings, offsets, key ways, recesses, moldings, reglets, chamfers, blocking, screeds, bulkheads, anchorages, inserts, and other features as required.

B. Fabrication:
1. Fabricate forms for easy removal without hammering or prying against concrete surfaces.
2. Provide crush plates or wrecking plates where stripping may damage cast concrete surfaces.
3. Kerf wood inserts for forming key ways, reglets, recesses, and the like, to prevent swelling and assure ease of removal.
4. Provide top forms for inclined surfaces where so directed by the Architect.

C. Forms for exposed concrete:
1. Drill forms to suite ties being used, and to prevent leakage of cement paste around tie holes. Do not splinter forms by driving ties through improperly prepared holes.
2. Provide sharp, clean corners at intersecting planes, without visible edges or offsets. Back the joints with extra studs or girts to maintain true, square intersections.
3. Use extra studs, wales, and bracing to prevent objectionable bowing of forms between studs, and to avoid bowed appearance in concrete. Do not use narrow strips of form material which will produce bow.

D. Corner treatment:
1. Unless shown otherwise, form chamfers with 3/4" x 3/4" strips, accurately formed and surfaced to produce uniformly straight lines and tight edges.
2. Extend terminal edges to required limit, and miter the chamfer strips at changes in direction.

E. Locate control joints as indicated on the Drawings and, where required but not shown on the Drawings, as approved by the Architect.

F. Provisions for other trades:

1. Provide openings in concrete formwork to accommodate work of other trades.
2. Verify size and location of openings, recesses, and chases with the trade requiring such items.
3. Accurately place and securely support items to be built into the concrete.

3.3 FORM COATINGS

A. Coat form contact surfaces with form coating compound before reinforcement is placed.
   1. Do not allow excess form coating material to accumulate in the forms or to come in contact with surfaces which will bond to fresh concrete.
   2. Apply the form coating material in strict accordance with its manufacturer's recommendations.

3.4 REMOVAL OF FORMS

A. General:
   1. Do not disturb or remove forms until the concrete has hardened sufficiently to permit form removal with complete safety.
   2. Do not remove shoring until the member has acquired sufficient strength to support its own weight, the load upon it, and the added load of construction.
   3. Do not strip floor slabs in less than two days.
   4. Do not strip vertical concrete in less than seven days.

B. Finished surfaces:
   1. Exercise care in removing forms from finished concrete surfaces so that surfaces are not marred or gouged, and that corners are true, sharp, and unbroken.
   2. Release sleeve nuts or clamps, and pull the form ties neatly.
   3. Do not permit steel spreaders, form ties, or other metal to project from, or be visible on, any concrete surface except where so shown on the Drawings.
   4. Solidly pack form tie holes, rod holes, and similar holes in the concrete. For packing, use the cement grout specified in Section 03300 of these Specifications, flushing the holes with water before packing, screeding off flush, and grinding to match adjacent surfaces.

SECTION 03200
CONCRETE REINFORCEMENT

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide concrete reinforcement where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.

B. Related work:
   1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
   2. Section 03100: Concrete Form Work.
   3. Section 03300: Cast-in-place concrete.

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. Comply with pertinent provisions of the following, except as may be modified herein.
   1. ACI 318;
   2. CRSI "Manual of Standard Practice."

1.3 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

B. Product data: Within 35 calendar days after the Contractor has received the Owner's Notice to Proceed, submit:
   1. Materials list of items proposed to be provided under this Section;
   2. Manufacturer's specifications and other data needed to prove compliance with the specified requirements;
   3. Shop Drawings showing details of bars, anchors, and other items, if any, provided under this Section.

1.4 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

B. Delivery and storage:

1. Use necessary precautions to maintain identification after bundles are broken.
2. Store in a manner to prevent excessive rusting and fouling with dirt, grease, and other bond-breaking coatings.

PART 2 - PRODUCTS

2.1 REINFORCEMENT MATERIALS AND ACCESSORIES

A. Bars:
1. Provide deformed billet steel bars complying with ASTM A615, using grades shown on the Drawings.
2. Where grades are not shown on the Drawings, use grade 60.
3. Provide epoxy coated bars for the bars at main piers.

B. Steel wire:
1. Comply with ASTM A82.
2. For tie wire, comply with Fed Spec QQ-W-461, annealed steel, black, 16 gage minimum.

C. Welded wire fabric:
1. Provide welded steel, complying with ASTM A185.

D. Welding electrodes:
1. Comply with AWS A5.1, low hydrogen, E70 series.

E. Bolsters, chairs, spacers, and other devices for spacing, supporting, and fastening reinforcement in place:
1. Use wire bar type supports complying with CRSI recommendations, unless otherwise shown on the Drawings.
2. Do not use wood, brick, or other non-complying material.
3. For slabs on grade, use supports with sand plates or horizontal runners where base material will not support chair legs.
4. For exposed-to-view concrete surfaces, where legs of supports are in contact with forms, provide supports with either hot-dip galvanized or plastic-protected legs.

2.2 FABRICATION

A. General:
1. Fabricate reinforcing bars to conform to the required shapes and dimensions, with fabrication to tolerances complying with the CRSI Manual.
2. In case of fabricating errors, do not straighten or re-bend reinforcement in a manner that will weaken or injure the material.
3. Reinforcement with any of the following defects will not be acceptable.

a. Bar lengths, depths, and/or bends exceeding the specified fabrication tolerances;
b. Bends or kinks not shown on the Drawings;
c. Bars with reduced cross-section due to excessive rusting or other cause.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 INSTALLATION

A. General:
1. Comply with the specified standards for detail and method of placing reinforcement and supports, except as may be modified herein.
2. Clean reinforcement to remove loose rust and mill scale, earth, and other materials which reduce or destroy bond with concrete.
3. Position, support, and secure reinforcement against displacement by form work, construction, and concrete placing operations.
4. Locate and support reinforcement by metal chairs, runners, bolsters, spacers, and hangers, as required.
5. Place reinforcement to obtain minimum coverage for concrete protection.
6. Arrange, space, and securely tie bars and bar supports together with the specified tie wire.
7. Set wire ties so twisted ends are directed away from exposed concrete surfaces.

B. Install welded wire fabric in as long lengths as practicable, lapping adjoining pieces at least one full mesh.

C. Provide sufficient numbers of supports, and of strength to carry the reinforcement.

D. Do not place reinforcing bars more than 2" beyond last leg of any continuous bar support.

E. Do not use supports as bases for runways for concrete conveying equipment and similar construction loads.

3.3 SPLICES

A. Lap splices:

1. Tie securely with the specified wire to prevent displacement of splices during placement of concrete.

B. Splice devices:
   1. Obtain the Architect's approval prior to using splice devices.
   2. Install in accordance with manufacturer's written instructions.
   3. Splice in a manner developing at least 125% of the yielding strength of the bar.

C. Welding:
   1. Perform in accordance with AWS D1.4-79.

D. Do not splice bars except at locations shown on the Drawings, except as otherwise specifically approved by the Architect.

3.4 TESTING

A. Samples:
   1. Samples for physical tests of reinforcement will consist of at least two pieces, each 18" long, of each size of reinforcement steel, selected by the testing agency from material at the building site or at the fabricator's or supplier's yard.
   2. Material to be sampled at the building site shall have been delivered thereto at least 72 hours before it is needed.

B. Tests:
   1. Where samples are taken from bundles as delivered from the mill, with the bundles identified as to heat number, and provided mill analyses accompany the report, then one tensile test and one bend test will be made from a specimen of each ten tons or fraction thereof of each size of reinforcement steel.
   2. Where positive identification of the heat number cannot be made, or where random samples are taken, then one series of tests will be made from each 2-1/2 tons or fraction thereof of each size of reinforcement steel.
   3. Payment for testing is described in Section 01410 of these Specifications.

SECTION 03300
CAST-IN-PLACE CONCRETE

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide cast-in-place concrete, including formwork and reinforcement, where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.

B. Related Work: Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1.2 QUALITY ASSURANCE

A. Use adequate number of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of type work of this Section.

B. Comply with "Specifications for Structural Concrete for Buildings," ACI 301, except as may be modified herein.

C. ACI 318 "Building Code Requirements for Reinforced Concrete."

D. ACI 306R - latest edition "Cold Weather Concreting."

E. Provide access for, and cooperate with, the inspector and testing laboratory described in Section 01410 of these Specifications.

F. Provide concrete mix designs prepared by an independent testing laboratory.

G. Do not commence placement of concrete until mix designs have been reviewed and approved by the Architect and all governmental agencies having jurisdiction, and until copies of the approved mix designs are at the job site and the batch plant.

H. Notify Architect and Owner prior to placement of footing concrete, pavement concrete, slab concrete, or wall concrete.

I. Tolerances: Troweled finish interior slabs - depression between high spots: do not exceed 1/4" under a 10'-0" straight edge.

J. Compression tests:

1. Prepare standard 6" diameter concrete compression test cylinders in the field in accordance with ASTM C31 - latest edition and C172 - latest edition. The cylinder shall be delivered to the testing laboratory for curing and testing in accordance with ASTM C31 - latest edition and C39 - latest edition.
2. At least 1 set of test cylinders shall be made for each day's pour in excess of 1 cubic yard for each type of concrete. If a day's pour exceeds 25 cubic yards, 1 set of test cylinders shall be made for each additional 50 cubic yards or fraction thereof.
3. Cylinder set consists of 4 cylinders, 3 for lab use and one for field control; allow no damage to cylinders.
    a. Mark cylinders with consecutive numbers, date cast, locations, slump, air content, contractor name and project.
    b. Keep cylinders at 60 degrees F. to 80 degrees F for first 24 hours.
    c. After 24 hours, place filed control cylinder at placement location under identical protection and curing procedures; transport remaining three cylinders to laboratory.
    d. Cylinders will be tested as follows: 1 cylinder at 7 days for information and 2 cylinders at 28 days for acceptance.
4. The strength level shall be considered satisfactory so long as the averages of all sets of 34 consecutive strength test results equal or exceed the specified strength f'c and no individual strength test result falls below the specified f'c by more than 500 psi.
5. In cases where samples have not been taken or tests conducted as specified or the strength of the laboratory test cylinders for a particular portion of the structure fails to meet the requirements of ACI 318, Section 4.8, for evaluation of concrete strength, the Architect/Engineer shall have the right to order compressive and flexural test specimens taken from the hardened concrete according to ASTM C42 - latest edition, load tests according to ACI 318, Chapter 29 or such other tests as may be necessary to clearly establish the strength of the concrete and such tests shall be paid by the Contractor.
6. If test results do not achieve the required level, the Architect/Engineer reserves the right to order the mix design changed to a lower water-cement ratio so that the required strength level is achieved.

K. Slump tests: Provide slump tests taken by an independent laboratory. Take one test of a first load of the day and one random load during the day. If a load falls, reject the load and test each subsequent load of the day.

1.3 SUBMITTALS

A. Mix designs:
1. All mix designs shall be proportioned in accordance with Section 4.3 (field experience) or Section 4.4 (trail batches) of ACI 318 - latest edition. Submit proposed mix design within 20 days after Notice to Proceed and include:

a. All ingredients listed by weight.
b. Quantities, type and name of admixtures.
c. Standard deviation analysis or trail batch test results.

2. All proposed mix designs must be accompanied by standard deviation analysis or trail batch test data.
3. Distribute approved mix designs to testing laboratory, batch plant, job site, and governmental agencies having jurisdiction.

B. Compliance reports:
1. Submit substantive data to verify conformance when materials are specified by ASTM procedure number.

C. Test cylinders:
1. Submit test cylinders to testing agency.
2. Distribute test reports (1 copy) to the Architect.

D. Slump tests: Distribute test reports (1 copy) to the Architect.

1.4 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

PART 2 - PRODUCTS

2.1 FORMS

A. Design, erect, support, brace, and maintain formwork so it will safely support vertical and lateral loads which might be applied until such loads can be supported safely by the concrete structure.

B. Construct forms to the exact sizes, shapes, lines, and dimensions shown, and as required to obtain accurate alignment, location, grades, and level and plumb work in the finished structure.

2.2 REINFORCEMENT

A. See Section 03200 - Reinforcement.

2.3 CONCRETE

A. Comply with the following as minimums:
1. Portland cement: ASTM C150, type I. Use the same manufacturer throughout the project.
2. Aggregate, general:
a. ASTM C33 with no shale or other deleterious materials, uniformly graded and clean;
b. Do not use aggregate known to cause excessive shrinkage.

3. Aggregate, coarse: Crushed rock or washed gravel with minimum size of 3/4", and with a maximum size of 1-1/2" (footings), 1" (pavements), 3/4" all other concrete (3/8" topping on precast).
4. Aggregate, fine: Natural washed sand of hard and durable particles varying from fine to particles passing a 3/8" screen, of which at least 12% shall pass a 50-mesh screen.
5. Water: Clean and potable.
6. Admixtures: Secure prior approval of Architect.
7. Provide the following slumps:
   a. Slab on grade 3".
   b. All others 4".

B. Provide concrete with the compressive strengths shown on the Drawings. If not indicated provide 3,000 psi for footings. Provide 4,000 psi for exterior concrete, and interior slab on grade, and topping on precast concrete slabs.

C. Water cement ratio: All concrete exposed to freeze/thaw conditions, deicers or required to be water tight shall have a water-cement ratio of 0.45 maximum. Other concrete shall have maximum water-cement ratio of 0.53 maximum.

2.5 CURING COMPOUND AND SEALING COMPOUND

A. After final troweling and surface water glaze has disappeared apply "L&M Cure" by L&M Construction Chemicals.

B. "Seal Hard" by L&M Construction Chemicals.

2.6 NON-SHRINK GROUT

A. Euco NS (non-metallic) by the Euclid Chemical Company and Masterflow 117 (non-metallic) by Master Builders. The grout shall conform to CRO-C-621 - latest edition, "Corps. of Engineers Specifications for Non-Shrink Grout."

2.7 MIXES

A. ASTM C-94 - latest edition.

B. Mix concrete only in quantities for immediate use.

C. Do not re-temper or use set concrete.

D. Each truck shall have time of departure from mixing plant stamped on ticket. 1 hour is the maximum time between time concrete mix is placed in truck and the placing of concrete mix in forms.

2.8 WATER STOPS

A. "Greenstreak" 748 PVC dumbbell in size to suit joint.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 REINFORCING

A. Comply with the following, as well as the specified standards, for details and methods of reinforcing placement and supports.
   1. Clean reinforcement and remove loose dust and mill scale, earth, and other materials which reduce bond or destroy bond with concrete.
   2. Position, support, and secure reinforcement against displacement by forms, construction, and the concrete placement operations.
   3. Place reinforcement to obtain the required coverage for concrete protection.
   4. Install welded wire fabric in as long lengths as practicable, lapping adjoining pieces one full mesh minimum.
   5. Unless otherwise shown on the Drawings, or required by governmental agencies having jurisdiction, lap bars 42 diameters minimum.

3.3 EMBEDDED ITEMS

A. Do not embed piping, other than electrical conduit, in structural concrete.
   1. Locate conduit to maintain maximum strength of the structure.
   2. Increase the thickness of the concrete if the outside diameter of the conduit exceeds 30% of the thickness of the concrete.

B. Set bolts, inserts, and other required items in the concrete, accurately secured so they will not be displaced, and in the precise locations needed.

3.4 MIXING CONCRETE

A. Transit mix the concrete in accordance with provisions of ASTM C94.

B. Do not use concrete that has stood for over 30 minutes after leaving the mixer, or concrete that is; not placed within 60 minutes after water is first introduced into the mix.

3.5 PLACING CONCRETE

A. Preparation:
   1. Remove foreign matter accumulated in the forms.

2. Rigidly close openings left in the formwork.
3. Wet wood forms sufficiently to tighten up cracks. Wet other material sufficiently to maintain workability of the concrete.
4. Use only clean tools.

B. Conveying:
1. Perform concrete placing at such a rate that concrete which is being integrated with fresh concrete is still plastic.
2. Deposit concrete as nearly as practicable in its final location so as to avoid separation due to rehandling and flowing.
3. Do not use concrete which becomes non-plastic and unworkable, or does not meet required quality control limits, or has been contaminated by foreign materials.
4. Remove rejected concrete from the job site.

C. Placing concrete in forms:
1. Deposit concrete in horizontal layers not deeper than 24", and avoid inclined construction joints.
2. Remove temporary spreaders in forms when concrete has reached the elevation of the spreaders.

D. Placing concrete slabs:
1. Deliver concrete with maximum slump.
2. Deposit and consolidate concrete slabs in a continuous operation, within limits of construction joints, until the placing of a panel or section is completed.
3. Bring slab surfaces to the correct level with a straightedge, and then strike off.
4. Use bullfloats or darbies to smooth the surface, leaving the surface free from bumps and hollows.
5. Do not sprinkle water on the plastic surface. Do not disturb the slab surface prior to start of finishing operations.

3.6 CONSOLIDATION

A. General:
1. Consolidate each layer of concrete immediately after placing, by use of internal concrete vibrators supplemented by hand spading, rodding, or tamping.
2. Do not vibrate forms or reinforcement.
3. Do not use vibrators to transport concrete inside the forms.
4. Comply with ACI 309.

3.7 JOINTS

A. Construction joints:

1. Do not use horizontal construction joints except as may be shown on the Drawings.
2. If additional construction joints are found to be required, secure the Architect's approval of joint design and location prior to start of concrete placement.
3. Apply specified curing compound to vertical face to act as bond breaker.

B. Expansion joints:
1. Do not permit reinforcement or other embedded metal items that are being bonded with concrete (except dowels in floors bonded on only one side of the joints) to extend continuously through any expansion joint.
2. Fill expansion joints full depth with expansion joint material approved by the Architect.

C. Sawn joints:
1. Sawcut joints into slabs within 12 hours of pouring, or as dictated by mix design to prevent cracking or spalling.

3.8 CONCRETE FINISHING

A. Except as may be shown otherwise on the Drawings, provide the following finishes at the indicated locations.
1. Scratch finish: Apply to monolithic slab surfaces that are to receive concrete floor topping or mortar setting bed.
2. Float finish: Apply to monolithic slab surfaces that are to receive trowel finish and other finishes specified hereinafter, and to slab surfaces which are to be covered with insulation.
3. Trowel finish: Apply to monolithic slab surfaces that are to be exposed to view, unless otherwise shown, and to slab surfaces that are to be covered with resilient flooring, carpeting, paint, or other thin-film finish coating system.
4. Non-slip broom finish: Apply to walks, stairs, drives, ramps, and similar pedestrian and vehicular areas.

B. Finishing:
1. Formed concrete:
a. Tops of forms:
1) Strike concrete smooth at tops of forms.
2) Float to texture comparable to formed surfaces.
b. Formed surfaces:
1) As-cast finish.
2) Patch tie holes and defects after form removal.
3) Remove fins from surfaces.
2. Flatwork:
a. General:
1) Strike off and level concrete.

2) Do not work surface until ready for floating.
3) Power float surface on disappearance of water sheen.
4) Hand float areas inaccessible to power float.

b. Troweled finish:
1) Power trowel surface to smooth finish.
2) Hand trowel areas inaccessible to power trowel.
3) Apply specified curing and sealing compound immediately after troweling.

c. Finish concrete at areas to receive topping to insure proper bond with topping.

3.9 COLD WEATHER CONCRETING

A. Place concrete in cold weather as defined in Section 1.1 of ACI 306R, "Cold Weather Concreting."

B. Only accelerators approved by Architect/Engineer prior to use will be allowed.

3.10 PROTECTION

A. Keep rubber tired machines off floor for 3 days after placement.

B. Allow no full construction traffic on floors for 14 days after placement.

C. Keep floors, when used, cleaned of nails, sand, and other abrasive materials.

3.11 REPAIR OF DEFECTIVE AREAS

A. With prior approval of the Architect/Engineer, as to method and procedure, all repair of defective areas shall conform to ACI 301, Chapter 9, except that the specified bonding compound must be used.

B. All structural repairs shall be made with prior approval of the Architect/Engineer, as to method and procedure, using the specified epoxy adhesive and/or epoxy mortar.

3.12 NON-SHRINK GROUT

A. All column base plates, equipment bases and other locations so noted on the structural drawings, shall be grouted with the specified non-shrink non-metallic grout.

3.13 CURING

A. On vertical surfaces: After stripping of formwork, remove releasing agent and apply a coat of curing compound.

B. On floors provide curing agent and seal/hardener as directed by manufacturer.

C. Verify with Owner use of sealers compatible with installation of Owner furnished tile and finishes.

SECTION 03351 - POLISHED CONCRETE FINISHING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes: This Section specifies polished concrete.

B. Related Sections:

C. 1. Section 03300 Cast-in-Place Concrete.

1.2 REFERENCES

A. American Concrete Institute (ACI):

1. ACI 302.1R Guide for Concrete Floor and Slab Construction.

B. ASTM International:

1. ASTM C309 Standard Specification for Liquid Membrane-Forming Compounds for Curing Concrete.
2. ASTM C171 Standard Specification for Sheet Materials for Curing Concrete.
3. ASTM C779 Standard Test Method for Abrasion Resistance of Horizontal Concrete Surfaces.

C. Reunion Internationale des Laboratoires D'Essais et de Recherches sur les Materiaux et les Constructions (RILEM):

1. Rilem Test Method 11.4 Standard Measurement of Reduction of Moisture Penetration Through Horizontal Concrete Surfaces.

D. National Floor Safety Institute (NFSI):

1. NFSI Test Method 101-A Standard for Evaluating High-Traction Flooring Materials, Coatings, and Finishes.

1.3 SYSTEM DESCRIPTION

A. Performance Requirements: Provide polished flooring that has been selected, manufactured and installed to achieve the following:

1. Abrasion Resistance: ASTM C779, Method A, high resistance, no more than 0.008 inch (0.20 mm) wear in 30 minutes.
2. Reflectivity: Increase of 35% as determined by standard gloss meter.
3. Waterproof Properties: Rilem Test Method 11.4, 70% or greater reduction in absorption.
4. High Traction Rating: NFSI 101-A, non-slip properties.

B. Design Requirements:

1. Hardened Concrete Properties:

a. Minimum Concrete Compressive Strength: 3500 psi (24 MPa).
b. Normal Weight Concrete: No lightweight aggregate.
c. Non-air entrained.

2. Placement Properties:

a. Natural concrete slump of 4 1/2 inches - 5 inches (114 - 127 mm). Admixtures may be used.
b. Flatness Requirements:

1) Overall FF 40.
2) Local FF 20.

3. Hard-Steel Troweled (3 passes) Concrete: No burn marks. Finish to ACI 302.1R, Class 5 floor.

a. Class 6 floors, special colored mineral aggregate hardener with repeated hard steel trowel finish.

4. Curing Options:

a. Membrane forming curing compounds (ASTM C309, Type 1, Class B, all resin, dissipating cure).

1) Acrylic curing and sealing compounds not recommended.

b. Sheet membrane (ASTM C171); polyethylene film not recommended.
c. Damp Curing: Seven day cure.

1.4 ACTION SUBMITTALS

A. Shop Drawings: Indicate information on shop drawings as follows:

1. Typical layout including dimensions and floor grinding schedule.
2. Plan view of floor and joint pattern layout.
3. Areas to receive colored surface treatment.
4. Hardener, sealer, densifier in notes.

B. Product Data: Submit product data, including manufacturer's SPEC-DATA product sheet, for specified products.

1. Material Safety Data Sheets (MSDS).
2. Preparation and concrete grinding procedures.
3. Colored Concrete Surface, Dye Selection Guides.

1.5 INFORMATION SUBMITTALS

A. Quality Assurance:

1. Test Reports: Certified test reports showing compliance with specified performance characteristics and physical properties as cited in 1.03 Performance Requirements.
2. Certificates:

a. Product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.
b. Letter of certification from the National Floor Safety Institute confirming the system has been tested and passed phase Two Level of certification when tested by Method 101-A.
c. Current contractor's certificate signed by manufacturer declaring contractor as an approved installer of polishing system.

3. Manufacturer's Instructions: Manufacturer's installation instructions.

1.6 CLOSEOUT SUBMITTALS

A. Warranty: Submit warranty documents specified.

1. Include:

a. Manufacturer's instructions on maintenance renewal of applied treatments.
b. Protocols and product specifications for joint filing, crack repair and/or surface repair.

1.7 QUALITY ASSURANCE

A. Qualifications:

1. Installer experienced in performing work of this section who has specialized in installation of work similar to that required for this project.
2. Installer trained and holding current certification for FGS PermaShine installation.
3. Manufacturer Qualifications: Manufacturer capable of providing field service representation during construction and approving application method.

B. Regulatory Requirements.

1. NFSI Test Method 101-A Phase Two Level High Traction Material.

C. Mock-Ups:
1. Mock-Up Size: 100 S.F. sample panel at jobsite at location as directed under conditions similar to those which will exist during actual placement.
2. Mock-up will be used to judge workmanship, concrete substrate preparation, operation of equipment, material application, color selection and shine.
3. Allow 24 hours for inspection of mock-up before proceeding with work.
4. When accepted, mock-up will demonstrate minimum standard of quality required for this work.

D. Preinstallation Meetings: Conduct a preinstallation meeting to verify project requirements, manufacturer's installation instructions and manufacturer's warranty requirements. Review the following:

1. Environmental requirements.
2. Scheduling and phasing of work.
3. Coordinating with other work and personnel.
4. Protection of adjacent surfaces.
5. Surface preparation.
6. Repair of defects and defective work prior to installation.
7. Cleaning.
8. Installation of polished floor finishes.
9. Application of liquid hardener, densifier.
10. Protection of finished surfaces after installation.

1.8 WARRANTY

A. Project Warranty: Refer to Contract Conditions for project warranty provisions.

B. Manufacturer's Warranty: Submit, for Owner's acceptance, manufacturer's standard warranty document executed by authorized company official. Manufacturer's warranty is in addition to, and does not limit, other rights Owner may have under Contract Documents.

C. Warranty: Commencing on date of acceptance by Owner.

1.9 MAINTENANCE

A. Comply with manufacturer's written instructions to maintain installed product.

PART 2 - PRODUCTS

2.1 Polished Concrete Finishing Products

A. Manufacturer: L & M Construction Chemicals, Inc.

1. Contact: 14851 Calhoun Rd., Omaha, NE 68152-1140; Telephone: (800) 362-3331, (402) 453-6600; Fax: (402) 453-0244; E-mail: info@lmcc.com; website: www.lmcc.com, www.fgs-permashine.com.

B. Proprietary Products/Systems:

1. Hardener, Sealer, Densifier: Proprietary, water based, odorless liquid, VOC compliant, environmentally safe chemical hardening solution leaving no surface film.

a. Acceptable Material: L & M Construction Chemicals, Inc., FGS Hardener Plus.

2. Joint Filler: Semi-rigid, 2-component, self-leveling, 100% solids, rapid curing, polyurea control joint and crack filler with Shore A 80 or higher hardness.

a. Acceptable Material: L & M Construction Chemicals, Inc., Joint Tite 750.

3. Oil Repellent Sealer: Ready to use, silane, siloxane and fluoropolymers blended water based solution sealer, quick drying, low-odor, oil and water repellent, VOC compliant and compatible with chemically hardened floors.

a. Acceptable Material: L & M Construction Chemicals, Inc., Petrotex.

4. Concrete Dyes: Fast-drying dye, packaged in premeasured units ready for mixing with VOC exempt solvent; formulated for application to polished cementitious surfaces.

a. Acceptable Material: L & M Construction Chemicals, Inc., Vivid Concrete Dyes.

5. Cleaning Solution: Proprietary, mild, highly concentrated liquid concrete cleaner and conditioner containing wetting and emulsifying agents; biodegradable, environmentally safe and certified High Traction by National Floor Safety Institute (NFSI).

a. Acceptable Material: L & M Construction Chemicals, Inc., FGS Concrete Conditioner.

6. Finish: Standard High gloss (HG-1), 1500 grit
7. Color: To be selected by Owner

2.2 SOURCE QUALITY CONTROL

A. Ensure concrete finishing components and materials are from single manufacturer.

PART 3 - EXECUTION

3.1 MANUFACTURERS INSTRUCTIONS

A. Compliance: Comply with manufacturer's written data, including product technical bulletins, product catalog installation instructions, product carton installation instructions and L & M Construction Chemicals, Inc., SPEC-DATA sheets.

B. Use only L & M certified FGS/PermaShine installers.

3.2 PREPARATION

A. Ensure surfaces are clean and free of dirt and other foreign matter harmful to performance of concrete finishing materials.

B. Examine surface to determine soundness of concrete for polishing.

C. General Contractor to remove surface contamination.

3.3 INSTALLATION

A. Floor Surface Polishing and Treatment:

1. Provide polished concrete floor treatment in entirety of slab indicated by drawings. Provide consistent finish in all contiguous areas.
2. Apply floor finish prior to installation of fixtures and accessories.
3. Diamond polish concrete floor surfaces with power disc machine recommended by floor finish manufacturer. Sequence with coarse to fine grit using dry method.

    a. Comply with manufacturer's recommended polishing grits for each sequence to achieve desired finish level. Level of sheen shall match that of approved mock-up.
    b. Expose aggregate in concrete surface only as determined by approved mock-up.
    c. All concrete surfaces shall be as uniform in appearance as possible.

4. Dyed and Polished Concrete (option):

    a. Locate demarcation line between dyed surfaces and other finishes.
    b. Polish concrete to final finish level.
    c. Apply diluted dyes to polished concrete surface.
    d. Allow dye to dry.
    e. Remove residue with dry buffer; reapply as necessary for desired result.

5. Apply FGS Hardener Plus, Hardener, Densifier As Follows:

a. First coat at 250 ft^2/gal (6.25 m^2/L).
b. Second coat at 350 ft^2/gal (8.75 m^2/L).
c. Follow manufacturer's recommendations for drying time between successive coats.

6. Remove defects and repolish defective areas.
7. Finish edges of floor finish adjoining other materials in a clean and sharp manner.

3.4 ADJUSTMENTS

A. Polish to higher gloss those areas not meeting specified gloss levels per mock-up.

B. Fill joints flush to surface.

3.5 FINAL CLEANING

A. Mechanically scrub treated floors for seven days with soft to medium pads with approved cleaning solution.

B. Upon completion, General Contractor must remove surplus and excess materials, rubbish, tools and equipment.

3.6 PROTECTION

A. Protect installed product from damage during construction

END OF SECTION

SECTION 04220
UNIT MASONRY

PART 1 – GENERAL

1.1 DESCRIPTION

A. Work included: Provide masonry units where shown on Drawings and specified herein.

1. Concrete Masonry Units

2. Bravissi sculptured masonry veneer; size: 4″ x 8″ x 16″; pattern F, by Anchor Block Company.

3. Satin fine finish masonry veneer; size: 4″ x 4″ x 12″, by Anchor Block Company.

B. Related Work:

1. Section 03300 - Cast -In-Place Concrete

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

1.3 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

B. Product data:

1. Materials list of items proposed to be provided under this Section;

1.4 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

B. Store masonry units above ground on level platforms which allow air circulation under the stacked units.

C. Cover and protect against wetting prior to use.

PART 2 - PRODUCTS

2.1 MASONRY UNITS

A. Hollow load-bearing concrete masonry units complying with ASTM C90, grade N, type I.

2.2 MORTAR

A. Ingredients:
   1. Portland cement: Comply with ASTM C150, type I.
   2. Lime:
      a. Provide hydrated lime complying with ASTM C207, or quicklime complying with ASTM C5.
      b. When quicklime is used, slake and then screen through a 16 mesh sieve. After slaking and screening, but before using, store and protect for not less than ten days.
   3. Aggregate: Provide clean, sharp, well graded aggregate free from injurious amounts of dust, lumps, shale, alkali, surface coatings, and organic matter, and complying with ASTM C144.
   4. Admixtures: Do not use admixtures unless specifically approved in advance by the Architect.
   5. Water: Provide water free from deleterious amounts of acids, alkalis, and organic materials.

B. Mixing:
   1. Provide mortar type "M" or type "S", as designated on the Drawings or otherwise directed by the Architect, and in accordance with ASTM C270.
   2. Proportions:
      a. For type "M" mortar, provide one part portland cement to 1/4 part hydrated lime and 3-3/4 parts sand by volume.
      b. For type "S" mortar, provide one part portland cement to 1/2 part hydrated lime and 4-1/2 parts sand by volume.
   3. Mechanically mix in a batch mixer for not less than three minutes, using only sufficient water to produce a mortar which is spreadable and of a workable consistency.
   4. Re-temper mortar with water as required to maintain high plasticity.
      a. On mortar boards, re-temper only by adding water within a basin formed with mortar, and by working the mortar into the water.
      b. Discard and do not use mortar which is unused after 1-1/2 hours following initial mixing.
   5. Measure ingredients in mixing box measuring 12"x12"x12". Mortar mixed without accurate proportions will be rejected.

2.3 GROUT

A. Ingredients:
   1. Portland cement: Comply with ASTM C150, type I.
   2. Aggregate: Provide clean, sharp, well graded aggregate free from injurious amounts of dust, lumps, shale, alkali, surface coatings, and organic matter.
   3. Admixtures: Do not use admixtures unless specifically approved in advance by the Architect.
   4. Water: Provide water free from injurious amounts of acids, alkalis, and organic materials.

B. Mixing:
   1. Provide "fine grout" or "coarse grout" as designated on the Drawings or otherwise directed by the Architect, and in accordance with ASTM C476.
   2. When the minimum grout compressive strength is required to be more than 2000 psi, provided laboratory design mix prepared as required for design mixes of concrete under Section 03300 of these Specifications.
   3. Proportions:
      a. For "fine grout," provide one part portland cement to 2-1/4 parts minimum to 3 parts maximum of damp loose sand, with sufficient water to achieve fluid consistency.
      b. For "coarse grout," provide one part portland cement to 3 parts maximum of damp loose sand to two parts coarse aggregate, with sufficient water to achieve fluid consistency.

   4. "Fluid consistency" is interpreted as meaning as fluid as possible for pouring intimately in place without segregation.

C. Use "fine grout" where called for on the Drawings, where the grout space is less than 3" in its least dimension, and where otherwise directed by the Architect or required by governmental agencies having jurisdiction.

2.4 MISCELLANEOUS MATERIALS

A. Through-wall flashing: 20-mil thick, polyvinyl chloride sheeting; American Cyanamid Wascoseal, B.F. Goodrich BFG Vinyl Water Barrier, Rubber and Plastics Compound Company Nervastral Seal-Proof H-D or Sandell Nuflex PVC Flashing. Furnish manufacturer's adhesive of type recommended for the particular installation.

B. Extruded polystyrene insulation: Fed. Spec. HH-I-524C, Type IV.

C. Adhesive: To adhere insulation and seal joints, type recommended by manufacturer.

D. Rope wicks: 1/4" diameter polyester cord with cotton core.

E. Compressible joint filler: Closed cell, soft neoprene gasket, cut to size.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 ENVIRONMENTAL CONDITIONS

A. Do not place masonry units when air temperature is below 40 degrees F.

B. Protect masonry construction from direct exposure to wind and sun when erected in ambient air temperature of 99 degrees F in the shade, with relative humidity less than 50%.

3.3 INSTALLATION

A. General

1. Do not commence installation of the work of this Section until horizontal and vertical alignment of foundation is within 1" of plumb and the lines shown on the Drawings.

2. Lay only dry masonry units.

3. Use masonry saws to cut and fit masonry units.

4. Set units plumb, true to line, and with level courses accurately spaced.

5. Clean the top surface of foundation free from dirt, debris, and laitance, and expose the aggregate prior to start of installing first course.

6. Accurately fit the units to plumbing, ducts, openings, and other interfaces, neatly patching all holes.

7. Keep the walls continually clean, preventing grout and mortar stains. If grout does run over, clean immediately.

8. Unless otherwise shown on the Drawings, provide running bond; with vertical joints located at center of masonry units in the alternate course below.

9. Do not use chipped or broken units. If such units are discovered in the finished wall, the Architect may require their immediate removal and replacement with new units at no additional cost to the Owner.

10. Build-in through-wall flashing as detailed in Drawings. Set top 6" of flashing in mastic to back-up. Seal laps, fasteners, and lap-top edges with mastic. Install rope wicks spaced approximately 2'-0" on center in head joints above through-wall flashing.

11. Construct control joints and expansion joints.

12. Build in loose structural steel lintels, beams and anchor bolts.

C. CONCRETE BLOCK

1. Lay concrete block in running bond with 3/8" wide joints unless otherwise indicated on the Drawings.

2. Lay the first course of concrete block above footings, foundations and concrete slabs in a full bed of mortar. Lay successive courses with divided bed joints. Butter head joints on both faces, and shove into place to squeeze out excess mortar. Clean mortar from exposed faces immediately and keep free of droppings.

3. Continuously reinforce concrete block walls and composite brick and block walls with joint reinforcing placed in mortar joints not over 16" on center vertically. Embed side rods in full mortar bed. Lap reinforcing 6" minimum.

4. Tool exposed joints in concrete block work to a smooth, dense, surface. Cut concealed joints flush.

5. Construct control joints for concrete block walls using keyed concrete block.

E. CONCRETE BLOCK LINTELS AND BOND BEAMS

1. Provide reinforced concrete block lintels and bond beams where shown on Drawings.

F. REINFORCED MASONRY WALLS

1. Reinforce masonry walls with vertical reinforcing where indicated on the Drawings. Lay concrete block so cells are stacked. Support bars to maintain clearance between bars and block shells. Fill with 3,000 psi concrete as specified in Section 03300, Cast-In-Place Concrete.

G. CLEANING

1. Cut out and re-point defective mortar joints.

2. Upon completion of the work, clean exposed masonry to remove laitance, excess mortar, efflorescence and stains. Do not use muriatic acid or proprietary cleaning compounds without the prior approval of the Architect. Do not use metal cleaning tools and brushes or abrasive powders.

SECTION 04730
SIMULATED STONE VENEER

PART 1 - GENERAL

1.01 SUMMARY

A. Section Includes: Manufactured stone veneer, and application materials.

B. Related Sections:
   1. Division, 6
   2. Division, 7

C. Alternates:
   1. Reference Section 01 23 00–Alternates.

1.02 REFERENCES

A. American Concrete Institute (ACI).

B. American Society for Testing and Materials (ASTM):

1.03 SUBMITTALS

A. Reference Section 01 33 00–Submittal Procedures; submit following items:
   1. Product Data: Manufactured masonry and application materials
   2. Samples: Panel containing full-size samples of specified manufactured masonry showing full range of colors and textures **complete with specified mortar**.
      a. Actual size of masonry sample approximately 12 by 12 inches (300 by 300 mm).
   3. Quality Assurance/Control Submittals:
      a. Qualifications:
         1) Proof of manufacturer qualifications.
         2) Proof of installer qualifications.

B. Field Samples: Provide in a location selected by Architect showing representative sample of installed product including penetration and termination details, corner detail, and mortar color and tooling.

1.04 DELIVERY, STORAGE, AND HANDLING

A. Reference Section 01 66 00–Product Storage and Handling Requirements.

B. Follow manufacturer’s instructions.

C. Store moisture-sensitive materials in weather protected enclosures.

1.05 PROJECT/SITE CONDITIONS

A. Environmental Requirements: Maintain materials and ambient temperature in area of installation at minimum 40 degrees F (4 degrees C) prior to, during, and for 48 hours following installation.

1.06 WARRANTY

A. Special Warranty: Provide manufacturer's standard limited warranty against defects in manufacturing for a period of 40 years following date of Substantial Completion.

1.07 MAINTENANCE

A. Extra Materials: Furnish extra manufactured stone material in a variety of shapes and sizes in quantity equal to three percent of the installed stone.

PART 2 - PRODUCTS

2.01 MANUFACTURER

A. Coronado Stone Products

B. Substitutions: As approved by Architect.

2.02 MANUFACTURED MASONRY MATERIALS

A. Coronado Product: Rocky Mountain Ledge, color selected by Owner

B. Architectural Trim: As shown on drawings but not limited to, caps, sills, lintels and hearth stone.

2.03 RELATED MATERIALS

A. Weather Resistant Barrier: [Kraft waterproof building paper, UBC Standard No. 14-1] [No. 15, Type I, asphalt saturated felt, ASTM D 226].

B. Metal Lath: [2.5 lb (1.4 kg/m^2) galvanized expanded metal lath] [18 (1.3 mm) gauge woven wire mesh] [3.4 lb (1.8 kg/m^2) galvanized expanded rib lath].

C. Fasteners:
1. Into Wood Studs: Minimum 0.120 inch (3 mm) shank diameter galvanized nails or staples of sufficient length to penetrate 1-3/8 inches (35 mm) minimum into the stud.

D. Mortar: Premixed Type N or mortar mixed using components and proportions following manufactured masonry manufacturer's installation instructions. Comply with ASTM C 270.
1. Mortar Color: As selected by architect.

PART 3 - EXECUTION

3.01 EXAMINATION

A. Examine substrates upon which manufactured masonry will be installed.

B. Coordinate with responsible entity to correct unsatisfactory conditions.

C. Commencement of work by installer is acceptance of substrate conditions.

3.02 PREPARATION

A. Install Cultured Stone® products in accordance with manufacturer's Cultured Stone® installation instructions using grouted joints.

B. Install architectural trim products in accordance with manufacturer's Cultured Stone® installation instructions.

C. Install/Apply Related Materials specified above in accordance with type of substrate and manufactured masonry manufacturer's installation instructions.

3.03 CLEANING

A. Clean manufactured masonry in accordance with manufacturer's installation instructions.

3.04 PROTECTION

A. Protect finished work from rain during and for 48 hours following installation.

B. Protect finished work from damage during remainder of construction period.

END OF SECTION

SECTION 06100
CARPENTRY

PART 1 - GENERAL

1.1 DESCRIPTION

A. Section Includes:

1. All wood framing, blocking, backing, stripping, furring, grounds, and plywood except as noted.
2. Rough hardware, bolts, hangers, clips, brackets, anchors, nails, connectors, and fasteners not specified elsewhere.
3. Temporary enclosures.
4. Temporary centering, shoring and bracing.
5. Plywood backing and sheathing, building felt.

B. Related Sections:

1. Section 03100 - Concrete Formwork
2. Section 06400 - Architectural Woodwork
3. Section 09260 - Gypsum Drywall

1.2 DELIVERY AND STORAGE

A. All materials, insofar as practicable, shall be delivered to the site in the manufacturer's original containers and bear the trademarks and names thereof. Trademark stamped on all standard yard dimension lumber or certified for compliance. Plywood grade stamped. Each piece of treated lumber stamped.

B. Lumber and plywood shall be carefully stacked to prevent warping and shall be kept dry.

PART 2 - PRODUCTS

2.1 LUMBER

A. Lumber shall conform to U.S. Product Standard PS20 and grade stamped by an agency certified by the Board of Review of the American Lumber Standards Committee.

B. Moisture content of dimension lumber 2" or less in thickness shall be 19% or less at time of installation. Lumber dressed S4S, unless otherwise specified.

C. Grades and type as follows:

1. Blocking, nailers and miscellaneous framing lumbers: Standard Light Framing Grade Douglas Fir Larch.

2. Boards: No. 2 and Better Common or Construction Grade Ponderosa Pine, Sugar Pine, Lodgepole Pine, White Woods or Sterling Grade Idaho White Pine.

2.2 PLYWOOD

A. Plywood shall conform to U.S. Product Standard for Construction and Industrial Plywood, PSI. Panels shall bear the appropriate APA trademark.

B. Plywood sheathing shall be 1/2" or 5/8" CDX exterior grade.

C. #15 asphalt building felt, non-perforated, ASTM D226.

D. Housewrap by TYVEK or equal.

2.3 ROUGH HARDWARE

A. Provide fasteners of size and type indicated below that comply with requirements specified for material and manufacture.

B. Where rough carpentry is exposed to weather, in ground contact, or in area of high relative humidity, provide fasteners with a hot-dip zinc coating, ASTM A153 or AISI Type 304 stainless steel. Use only screws or bolts with preservative treated wood.

C. Fastener types:

1. Nails, wire, brands, and staples; FS FF-N-105
2. Power driven fasteners: National Evaluation Report NER-272
3. Wood Screws: ANSI B18.2.1
4. Lag bolts: ANSI B18.2.1
5. Bolts: Steel bolts complying with ASTM A307, Grade A; with ASTM A563 hex nuts.

2.4 PRESERVATIVE TREATMENT

A. Wood blocking, stripping, furring and similar concealed members in contact with concrete and masonry walls shall have preservative treatment.

B. Preservative treated lumber shall conform to the applicable requirements of the American Wood Preservers Association (AWPA) Standard CS-85.

C. Fabricate lumber insofar as possible before treatment. Dry lumber to a moisture content of not more than 19% after treatment. Treat field cuts in accordance with AWPA Standard M4-84 with a heavy brush coat of the same chemical used for treatment.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Install anchor bolts indicated on the Drawings or otherwise required to attach wood plates and bucks to masonry and concrete. Bolts shall be of proper diameter, threaded one end with a 1-1/2" right angle bend on the opposite end. Bolts shall extend not less than 8" into concrete and horizontal masonry joints and not less than 16" into vertical masonry joints.

B. Provide wood blocking, bucks, nailers and similar items. Install securely and accurately to receive intended work.

C. Provide blocking as necessary for the installation of casework, millwork, mirrors, grab bars and toilet accessories, fire extinguisher cabinets and similar work. Blocking for grab bars shall support the loads specified in Section 10800, Toilet Accessories.

D. Apply plywood in accordance with APA recommendations.

E. Wood framing shall be nailed in accordance with Table No. 11-Recommended Nailing Schedule, Uniform Building Code.

3.2 CLEAN-UP

A. Keep the premises in a neat, safe, and orderly condition at all times during execution of this portion of the work, free from accumulation of sawdust, cut ends and debris.

SECTION 06190
WOOD TRUSSES

PART 1 – GENERAL

1.1 DESCRIPTION

A. Work included:

1. This Section includes all labor, materials and equipment necessary to complete all prefabricated wood trusses shown on the Drawings and specified herein.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division of these specifications.

2. Rough Carpentry - Section 06100

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. The design and fabrication shall meet the following criteria:

1. "National Design Specification for Stress Graded Lumber and its Fastenings" - NFPA.

2. "Timber Construction Standards" - AITC.

3. "Design Specifications for Light Metal Plate Connective Wood Trusses" - TPI.

1.3 SUBMITTALS

A. Shop Drawings

1. Shop Drawings shall indicate truss type, number, sizes, spacings, bridging, connections, pitch, loading, web arrangement, and all details of erection.
2. Submit truss designs and calculations which shall bear the name and seal of a Registered Professional Engineer. Truss designs shall contain the following information:

    a. Nominal sizes and locations of connections at all joints.
    b. Lumber specifications.
    c. Force analysis in each member.
    d. Truss bearing supports, sizes, and locations.
    e. Camber.
    f. Permanent bracing/bridging as required to prevent compression buckling of individual truss members.
    g. Handling and erection instructions.
    h. Truss framing system showing location of all trusses.

1.4 DELIVERY, STORAGE, AND HANDLING

A. Deliver all wood trusses and accessories to the Project site and store in such manner as to avoid damage and distortion of material. All material damaged due to mishandling shall be replaced at Contractor's expense.

    1. Store trusses in vertical position protected from the weather.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Dimensional lumber trusses as indicated on the Drawings.

2.2 FABRICATION

A. Trusses shall be manufactured in an approved plant under controlled conditions and shall be completely shop-assembled with built-in camber, ready for site unloading and erection.

PART 3 - EXECUTION

3.1 INSPECTION

A. Erector must examine the supporting structure and the conditions under which the work is to be installed and notify the Contractor in writing of conditions detrimental to the work. Do not proceed with the installation until satisfactory conditions have been corrected in a manner acceptable to the Erector.

3.2 INTENT

A. It is not the intent of this Specification to define installation methods. Methods of installation and erection shall be in accordance with the details on the Drawings for the specific areas involved.

3.3 ERECTION

A. Exercise care in unloading, storing and erection. Do not allow trusses to drop.

B. Do not start placement of trusses until supporting work is in place and secured. Place trusses on supporting work, adjust and align in accurate location and properly spaced before permanently fastened.

C. Set trusses straight and true to spacing shown on Drawings.

D. Install bridging immediately after erection of trusses and before any construction loads are placed on trusses. Securely anchor ends of bridging lines at walls or beams.

3.4 ADJUSTING AND CLEANING

A. Upon completion of the work, the Contractor shall remove from the premises all unused materials, etc. resulting from the execution of this contract; and leave all work complete, clean and undamaged.

SECTION 06400
ARCHITECTURAL WOODWORK

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work Included:

1. Plastic laminate faced cabinets and countertops.
2. Cabinet and shelving hardware.
3. Wood trim and moldings.
4. Plywood.
5. Wood ceilings: #1 Select clear pine; 1x6 tongue & groove ceilings in lobby & picnic area.

B. Related Sections:

1. Section 06100 - Carpentry
2. Section 08800 - Glazing
3. Section 09260 - Gysum Drywall

1.2 SUBMITTALS

A. Submit shop drawings for review (see Section 01340).

B. Submit samples of plastic laminate, wood trim & moldings.

1.3 STANDARDS

A. Architectural woodwork shall conform to the Architectural Woodwork Institute (AWI) Quality Standards of the Architectural Woodwork Industry.

PART 2 - PRODUCTS

2.1 PLASTIC LAMINATE FACED CABINET WORK

A. Plastic laminate shall conform to NEMA LD-3 as manufactured by Formica, Nevamar, Micarta, Pionite, or Ralph Wilson Plastics. Colors, patterns and finishes shall be selected from manufacturer's standards.

B. Plastic laminate faced cabinet work shall be Custom Grade, flush overlay conforming to AWI Sections 400 and 400B latest edition.

C. Exposed surfaces and backs of doors shall be faced with 0.028" thick, GP 28 plastic laminate with a suede finish. Semi-exposed surfaces shall be faced with 0.020" thick CL 20 cabinet liner.

2.2 PLASTIC LAMINATE FACED COUNTERTOPS

A. Countertops and vanity counters shall be Custom Grade conforming to AWI Sections 400 and 400C latest edition.

B. Tops and counters shall be scribed to walls. Make cutouts for sinks and plumbing trim and seal edges of cutouts.

C. Tops and counters shall be constructed of 3/4" thick particleboard or plywood. Tops containing sinks shall be constructed of exterior grade plywood or Type 2-M-2 particleboard.

D. Tops and counters shall be faced and edged with 0.050" thick, GP 50 plastic laminate and backed with a 0.020" thick, BK 20 backing sheet. Edges shall be square, and joint between top and back-splash shall be square.

2.3 CABINET HARDWARE

A. Cabinet hardware shall be as follows:

1. Adjustable shelf standards: K&V No. 255 US26D, rabbeted into sides and ends.
2. Brackets: K&V No. 256 IS26D
3. Drawer slides: K&V No. 1300
4. Door catches: Stanley 41 for unlocked doors, Ives 325 x A92 for locked doors.
5. Door and drawer pulls: Stanley 4483 26D
6. Catches: Stanley 41 for locked drawers; for locked drawers Ives 325 x A92
7. Hinges: Stanley 1500 Series
8. Locks: Cabinet door locks, CCL 0737 with strike. Cabinet drawer locks, CCL 0738 with strike. MK locks.

2.4 STANDING AND RUNNING TRIM

A. Standing and running trim and other miscellaneous millwork shall be Custom Grade conforming to AWI Sections 300 and 700.

B. Hardwood trim shall be red oak.

PART 3 - EXECUTION

3.1 PROJECT CONDITIONS

A. Architectural woodwork shall not be installed until masonry or other wet operations are complete. The building shall be properly ventilated with proper temperature and humidity maintained during and following installation.

3.2 INSTALLATION

A. Installation of millwork and cabinet work shall be in accordance with AWI Quality Standards Section 1700 - Installation of Architectural Woodwork.

1. Cabinets shall be installed so that doors and drawers fit openings, without distortion, and are accurately aligned, with hardware adjusted to center doors in openings.

2. Tops shall be securely anchored to base cabinets, set level and scribed to walls.

B. Woodwork shall be installed by experienced finish carpenters. Erect work plumb, true and square and securely anchored to grounds and blocking. Install neatly, free of slivers, open joints and hammer and tool marks. Scribe and cut work to fit adjoining surfaces. Blind nail insofar as possible and set surface nails.

SECTION 07210
BUILDING INSULATION

PART 1 - GENERAL

1.1 DESCRIPTION

A. Section Includes:

1. Perimeter foundation insulation.
2. Perimeter wall insulation
3. Batt insulation
4. Vapor barrier

B. Related Sections:

1. Section 04200 – Unit Masonry
2. Section 09260 - Gypsum Drywall

PART 2 - PRODUCTS

2.1 GENERAL

A. Insulation products shall contain no asbestos.

2.2 MATERIALS

A. Rigid Insulation system - Exterior Masonry Walls:
Expanded polystyrene, 0.9 PCF (minimum) density, complying with Fed. Spec. HH-1-524C, Type 1, and prelaminated furring stud at 16" o.c., thickness 1-1/2"; insulation shall have shiplap vertical edges.

B. Fiberglass batt insulation: Fiberglass conforming to ASTM C665, Type 1.

1. Roof/Ceiling: 12" thickness; R=40
2. Exterior Walls: 6" thickness; R=19

C. Vapor Barrier: 4 mil polyethylene.

D. Adhesive for rigid insulation: Type recommended by insulation manufacturer, capable of securely adhering insulation to applicable surface.

E. Adhesive for rigid insulation: Type recommended by insulation manufacturer, capable of securely adhering insulation to applicable surface.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Install rigid insulation system on masonry walls using fasteners recommended by the manufacturer of the system to penetrate the substrate a minimum of 3/4" or as otherwise recommended for the particular application.

B. Install noise insulation batts pressed firmly into position between studs. Fit snugly around all wall penetrations, i.e.; junction boxes and receptacles. Install continuous from floor to structure above where indicated on the Drawings.

C. Install polyethylene film vapor barrier on warm side of all fiberglass insulation; lap 6" on all sides.

D. Install extruded polystyrene perimeter insulation using adhesive as necessary to temporarily hold insulation in place. Butt panels tightly together. Protect from damage until backfilling is completed.

SECTION 074113 - STANDING SEAM ROOF PANELS

GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY.

A. Work described in this section includes pre-formed metal roofing system complete with clips, perimeter and penetration flashing, closures, gutters, and downspouts.

B. Related work specified elsewhere:

1. Structural steel.
2. Steel joists.
3. Metal roof decks.
4. Wood roof decks.
5. Metal fabrications.
6. Rough carpentry.
7. Flashing and sheet metal. (Not roof panel related).
8. Air barrier and vapor retarder.
9. Thermal insulation.
10. Sealants.

1.3 DESIGN AND PERFORMANCE CRITERIA.

A. Uniform Wind Uplift Load Capacity.

1. Installed roof system shall withstand negative wind uplift pressures complying with the following criteria.
    a. Design Code: ASCE 7, Method 2 for Components and Cladding.
    b. Safety Factor: As determined in accordance with AISI S100 section D6.2.1, but in no instance shall the safety factor be taken to be less than 1.67 for any roof or wall zone. The provisions of Section D6.2.1a of Appendix A shall NOT be applicable for this project.

B. Fire Resistance Classification: The panel system shall be listed as a Class A Roof Covering, as determined by UL 790.

1.4 SUBMITTALS.

A. Shop drawings: Show roof panel system with flashings and accessories in plan view; sections and details. Include metal thicknesses and finishes, panel lengths, joining details, anchorage details, flashings and special fabrication provisions for termination and penetrations. Indicate relationships with adjacent and interfacing work. Shop drawings to be prepared by metal roof panel manufacturer and sealed by a professional engineer registered in the state of the project location.

B. Warranty: Provide unexecuted specimen warranty documents for each warranty as required in specification article 1.10.

C. Samples.

1. Submit sample of panel section, at least 6" x 6" showing seam profile with sealant, and also a sample of color selected.

2. Submit sample of panel clip, gable clip, and metal and foam closures.

1.5 QUALITY CRITERIA/INSTALLER QUALIFICATIONS.

A. Engage an experienced metal roofing contractor (erector) to install standing seam system who has a minimum of three (3) years experience specializing in the installation of structural standing seam metal roof systems.

B. Contractor must be certified by manufacturer specified as a supplier of standing seam system and obtain written certification from manufacturer that installer is approved for installation of the specified system.

C. Successful contractor must obtain all components of roof system from a single manufacturer. Any secondary products that are required which cannot be supplied by the specified manufacturer must be recommended and approved in writing by primary manufacturer prior to bidding.

D. Fabricator/Installer shall submit work experience and evidence of adequate financial responsibility. Architect reserves the right to inspect fabrication facilities in determining qualifications.

1.6 DELIVERY, STORAGE, AND HANDLING.

A. Inspect materials upon delivery.

B. Handle materials to prevent damage.

C. Store materials off ground providing for drainage; under cover providing for air circulation; and protected from any debris.

1.7 PROJECT CONDITIONS

A. Weather Limitations: Proceed with installation only when existing and forecasted weather conditions permit metal roof panel work to be performed according to manufacturer's written instructions and warranty requirements.

B. Field Measurements: Verify actual dimensions of construction contiguous with metal roof panels by field measurements before fabrication.

1.8 COORDINATION

A. Coordinate sizes and locations of roof curbs, equipment supports, and roof penetrations with actual equipment provided.

B. Coordinate metal roof panels with rain drainage work, flashing, trim, and construction of [decks, purlins, rafters, parapets, walls,] and other adjoining work to provide a leak proof, secure, and noncorrosive installation.

1.9 WARRANTIES

A. Endorse and forward to owner the following warranties:

1. 20 year watertight warranty, jointly signed by the installer and the manufacturer.

2. Manufacturer's standard 20 year finish warranty covering checking, crazing, peeling, chalking, fading, and adhesion.

3. Installer's 3 year warranty covering roof panel system installation and watertightness.

B. Warranties shall commence on date of substantial completion.

PART 2 - PRODUCTS

2.1 STANDING-SEAM METAL ROOF PANELS

A. General: Provide factory-formed metal roof panels designed to be installed by lapping and interconnecting raised side edges of adjacent panels with joint type indicated and mechanically attaching panels to supports using concealed clips in side laps. Include clips, cleats, pressure plates, and accessories required for weathertight installation.

1. Steel Panel Systems: Unless more stringent requirements are indicated, comply with ASTM E 1514.

B. Vertical-Rib, Snap-Joint, Standing-Seam Metal Roof Panels: Formed with vertical ribs at panel edges and intermediate striations between ribs; designed for sequential installation by mechanically attaching panels to supports using concealed clips located under one side of panels and engaging opposite edge of adjacent panels, and snapping panels together.

1) Exposed fasteners, screws and/or roof mastic are unacceptable and will be rejected. System configuration only allows for exposed fasteners at panel overlap (if required and approved) and trim details (as per manufacturer's guidelines).

2) Panels must be furnished in continuous lengths from ridge to eave with no overlaps, unless shown on contract documents.

3) Clip design must isolate sealant in panel from clip to insure that no sealant damage occurs from the clip during expansion and contraction.

4) Standing Seam Panel Width: 16" (nominal).

2.2 ACCESSORIES

A. Roof Panel Accessories: Provide components approved by roof panel manufacturer and as required for a complete metal roof panel assembly including trim, copings, fasciae, corner units, ridge closures, clips, flashings, sealants, gaskets, fillers, closure strips, and similar items. Match material and finish of metal roof panels unless otherwise indicated.

B. Flashing and Trim: Formed from same material and gauge as roof panels, prepainted with coil coating. Provide flashing and trim as required to seal against weather and to provide finished appearance. Locations include, but are not limited to, eaves, rakes, corners, bases, framed openings, ridges, fasciae, and fillers. Finish flashing and trim with same finish system as adjacent metal roof panels.

2.3 SNOW GUARDS

A. Snow Guards: Prefabricated, noncorrosive units designed to be installed without penetrating metal roof panels, and complete with predrilled holes, clamps, or hooks for anchoring. Snow guards shall be illustrated with the panel manufacturer’s installation drawings, and shall be designed to resist the sliding force of snow in accordance with the requirements of ASCE-7. Confirming calculations shall be provided by the panel manufacturer.

2.4 FINISHES

A. Comply with NAAMM's "Metal Finishes Manual for Architectural and Metal Products" for recommendations for applying and designating finishes

SECTION 07450

FIBER REINFORCED CEMENTITOUS PANELS

1) GENERAL

a) SECTION INCLUDES

i) Fiber reinforced cement panel siding system.

ii) Accessories required for complete installation.

b) RELATED SECTIONS

i) Section 06100 - Rough Carpentry: Wood framing.

ii) Section 06114 - Wood Blocking: Wood blocking supports.

iii) Section 06160 - Sheathing.

iv) Section 07210 - Building Insulation: Acoustic and Thermal insulation.

v) Section 07900 - Joint Sealers.

c) REFERENCES

i) ASCE 7 - Minimum Design Loads for Buildings and Other Structures.

ii) ASTM C 1186 - Standard Specification for Flat Non-Asbestos Fiber-Cement Sheets.

iii) ASTM E 84 - Standard Test Method for Surface Burning Characteristics of Materials.

iv) ASTM E 330 - Standard Test Method for Structural Performance of Exterior Windows, Doors, Skylights and Curtain Walls by Uniform Static Air Pressure.

d) SYSTEM DESCRIPTION

i) Performance Requirements:
   (1) Design and size components to withstand live loads caused by pressure of wind acting normal to plane of wall as calculated in accordance with ANSI/ASCE 7, and as measured in accordance with ANSI/ASTM E 330.
   (2) Deflection: Provide system capable of withstanding wind loading within the following limitations:
      (a) No permanent deformation is acceptable.
   (3) Design system to accommodate, without damage to system, components or deterioration of seals; movement within system; movement between system and perimeter framing components; dynamic loading and release of loads; and deflection of structural support framing.
   (4) Design to accommodate vertical inter-story movement and provide an allowance for the following tolerances:
      (a) Building floor slab live load differential deflection.
      (b) Structural creep.

(c) Thermally induced expansion and contraction of framing members.
(d) Fabrication and erection tolerances.
(e) Design ultimate load capacity of anchor components to withstand 2.0 times "Design Wind Load" without failure.

(5) Maintain continuous air and vapor barrier throughout assembly.

e) SUBMITTALS

i) Submit under provisions of Section 01300.

ii) Product Data: Manufacturer's data sheets on each product to be used, including:
(1) Preparation instructions and recommendations.
(2) Storage and handling requirements and recommendations.
(3) Installation methods, including fastening patterns.

iii) Shop Drawings: Provide shop drawings and erection plans for review including the following:
(1) Layout of furring, weather barrier, finished sheets and fastener pattern.
(2) Details at base and top of walls, corners, at window and door trim and at other openings and connections.
(3) Shop drawings prepared and stamped by a structural engineer licensed in the state where the project is located.

iv) Calculations: Provide wind load calculations, engineering calculations and substantiating data to validate wind resistance of roof system.

v) Product certificates including Research//Evaluation report or Code Authority approval of the system use for intended application.

vi) Selection Samples: For each finish product specified, two complete sets of color chips representing manufacturer's full range of available colors and patterns.

vii) Verification Samples: For each finish product specified, two samples, minimum size 3 inches by 6 inches (76 mm by 150 mm) square, representing actual product, color, and patterns.

viii) Manufacturer's Certificates: Certify materials and accessory component products meet or exceed specified requirements.

ix) Manufacturer's warranties. Executed by manufacturer and installer.

f) QUALITY ASSURANCE

i) Installer Qualifications: Provide installer with not less than three years of experience with products similar to those specified.

ii) Mock-Up: Provide a mock-up of complete panel system including furring, insulation, weather barrier and panels for approval by Architect.
(1) Finish areas designated by Architect.
(2) Mock-up shall be a minimum of 4 panels showing one vertical and one horizontal joint and complete installation system and fastener layout.
(3) Do not proceed with remaining work until workmanship and color are approved by Architect.
(4) Refinish mock-up area as required to produce acceptable work.

iii) Pre-Installation Conference:
(1) Prior to any panel application, the Contractor shall convene a pre-installation conference.

(2) Coordinate conference scheduling with the Architect. Conference shall be attended by the Contractor, Architect, personnel directly responsible for the installation of panels, flashing and sheet metal work and other trades interfacing with the panel work.
(3) Provide a copy of meeting notes and action items to all attending parties. Note action items requiring resolution prior to start of roof work.
(4) Discuss specific expectations and responsibilities, construction procedures, specification requirements, application, environmental conditions, job and surface readiness, material storage, and protection.

g) DELIVERY, STORAGE, AND HANDLING

i) Do not deliver cement panels to site until job is ready for their installation.

ii) Store products in manufacturer's unopened packaging until ready for installation.

iii) Store materials off the ground, flat and under cover in a dry place until erection.

iv) Keep materials dry and protect from freezing.

v) Store materials in such a way to accommodate easy inspection of the materials prior to installation.

h) PROJECT CONDITIONS

i) Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.

i) WARRANTY

i) Installed material shall have a manufacturer's 5 year warranty.

ii) Warranty includes the repair or replacement of siding that does not comply with requirements or that fails within specified warranty period. Failures include, but are not limited to, cracking, deforming or otherwise deteriorating beyond normal weathering.

2) PRODUCTS

a) MANUFACTURERS

i) Acceptable Manufacturer: James Hardie Building Products

ii) Substitutions: As approved by Architect.

iii) Requests for substitutions will be considered in accordance with provisions of Section 01600.

b) MATERIALS

(1) Prefinished Cement Board Siding Panels:
(2) Panel Size:
(a) 5/16 inch 4 feet by 8 feet. (8 mm by 1220 mm by 2440 mm).
(b) 5/16 inch 4 feet by 10 feet. (8 mm by 1220 mm by 3050 mm).
(3) Trim as shown on drawing but not limited to battens, ventilated soffits, fascia and misc. trim

c) Fasteners as recommended by manufacturer.

d) ACCESSORIES

i) Trim: PVC, composite and stainless steel trim shapes suitable for trim conditions.

ii) Sheet Metal Flashing: Minimum 26 gauge hot-dipped galvanized steel sheet, or stainless steel.

iii) Wood furring materials shall conform to the requirements specified is Section 06100.

3) EXECUTION

a) EXAMINATION

i) Do not begin installation until substrates have been properly prepared.

ii) Ensure that framing is completed and that electrical rough-in, windows, doors, and flashing are in place before proceeding with work of this section.

iii) If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

b) PREPARATION

i) Clean surfaces thoroughly prior to installation. Repair as necessary any substrate conditions that would be detrimental to proper installation.

ii) Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.

iii) Ensure that all dust, dirt, fingerprints and all other foreign marks on the material are removed prior to installation of the panels.

c) INSTALLATION - GENERAL

i) Install in accordance with manufacturer's instructions and the approved shop drawings.

d) PROTECTION

i) Protect installed products until completion of project.

ii) Inspect walls for any damage. Replace panels that are damaged. Do not attempt to repair.

iii) Ensure all dirt, dust, fingerprints and all foreign marks are immediately removed from the face of the material to avoid from permanent damage.

iv) Replace damaged products before Substantial Completion.

END OF SECTION

SECTION 07600
FLASHING AND SHEET METAL

PART 1 – GENERAL

1.1 DESCRIPTION

A. Work included:

1. Roof-related sheet metal flashings
2. Pre-finished metal

C. Related work: Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1. Section 07900 - Sealants for sheet metal work shall be the responsibility of the sheet metal installer and shall comply with the requirements of Section 07900.

1.2 REFERENCES

A. Comply with the provisions of the following codes, specifications and standards except where more stringent requirements are shown on the Drawings or specified herein:

1. American Society for Testing and materials (ASTM) where referenced.
2. Sheet Metal and Air Condition Contractors National Association (SMACNA) "Architectural Sheet Metal Manual" for accepted industry details.

1.3 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work in this Section.

1.4 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

1.5 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

1.6 WARRANTY

A. Provide a 20-year written warranty for color-coated sheet metal covering color fade, chalk, and film integrity.

B. Sheet metal contractor shall furnish a written warranty countersigned and guaranteed by the General Contractor, stating that all sheet metal roofing, flashing and counterflashing executed under this Section will be maintained in a watertight condition and that all defects resulting from faulty workmanship, defective materials and ordinary wear and tear will be replaced without additional cost to the Owner for a period of 2 years from the date of substantial completion of the General Construction Work.

PART 2 – PRODUCTS

2.1 MATERIALS

A. Pre-Finished metal: Pre-finished steel - 24 gauge hot dipped galvanized steel ASTM G-90 Coating ASTM 525, as provided by Berridge Manufacturing Company. Color selection from metallic colors.

B. Sheet Metal: Zinc coated commercial quality comply with ASTM A526 and lock forming quality complying with ASTM A527 with minimum of 0.20% copper content; hot-dip galvanized to comply with ASTM, G-90, mil phoshatized if to receive paint finish; 24 ga. (0.0239") unless otherwise indicated on the Drawings, or specified herein.

C. Solder: ASTM B-32, 50% pig lead and 59% block tin (new materials) for ferrous metals, flux as required.

2.2 FABRICATION

A. Shop fabricate metal flashing, trim, expansion joints, scuppers, copings and similar items to comply with profiles and sizes shown, and to comply with standard industry details.

B. Comply with details and profiles as shown and with SMACNA "Architectural Sheet Metal Manual" recommendations for installation of the work.

C. For non-moving seams provide soldered flat-lock seams, except as otherwise indicated. Comply with metal producer's recommendations for tinning, soldering and cleaning the joints.

D. Provide for thermal expansion of all exposed sheet metal work.

E. Locate joints at roof edge and other work exposed to view with respect to control joints or other architectural features as indicated on the Drawings. Use minimum 6" cover plates. Where appearance is not a factor, work may be fabricated in 8 or 10 feet lengths. Locate seams minimum 2'-0" from corners.

F. Conceal fasteners and expansion provisions wherever possible. Fold back edges on concealed side of exposed edges, to form a hem.

SECTION 07900
SEALANTS & CAULKING

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide all materials, equipment, and labor necessary to prepare surfaces and install sealant as shown on the Drawings, as specified herein, and as needed for a complete and proper installation.

B. Related work:
   1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. Compatibility with substrate: Applicator shall be responsible for verifying that sealants used are compatible with joint substrate.

C. Mock-ups: The Contractor may be required, at the Owner's option, to install sealant in mock-ups prepared by other trades in order to demonstrate appearance and workmanship technique. Such mock-ups should be done by those personnel who will be assigned to the project, using materials and techniques which will be used on the project.

D. Joint tolerance: Joint width/depth ratios are critical to sealant performance. Compliance with the manufacturers limitation is required.

E. Manufacturer: The manufacturer of the sealant used shall have been in the business of manufacturing the specified types of such sealant for not less than ten years.

1.3 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

B. Product literature: Submit 3 copies of product data sheets and the manufacturer's installation instructions. If two or more different sealants ar to be in physical contact with each other (such as a parapet joint and reglet intersection, obtain from each manufacturer confirmation that their product is compatible with

the proposed and adjacent products, including any other products which may be used by other subcontractors. Primer literature shall be included with the submittal documents unless the manufacturer's sealant submittal specifically included on submittal documents calling attention to the need for such staining type primer and noting the planned precautions to prevent exposed stain residue.

C. Color Sample: 3 copies of the manufacturer's standard color charts shall be submitted. Upon request, cured samples of each chosen color shall be submitted for verification of actual color to be installed.

1.4 PRODUCT DELIVERY AND STORAGE

A. Delivery shall be in the manufacturer's original unopened container, clearly identifying each product specified, relating it to the product literature submitted.

B. Storage shall be in accordance with the manufacturer's recommendation, with proper precautions concerning shelf life, temperature, humidity and similar storage factors ensuring the fitness of the material when installed.

1.5 GUARANTEES

A. Sealant joints shall be guaranteed against adhesive and cohesive failure of the sealant and against water penetration through the sealed joint for 5 years.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Sealants:

REF#	ASTM	FED	PRODUCT DESCRIPTION
S-3	C-920-79 Type S Grade NS	TT-S-230 (c) Class A	*Low Modulus, one component, non-sag polyurethane or polysulfide sealant. Shore A hardness of 15-25. Joint movement range of +/-50%. Minimum elongation of 700%.
S-5	C-920-79 Type S Class 25 Grade P	TT-S-230 (c) Class A Type I	*One component, self leveling, polyurethane or polysulfide sealant. Shore A hardness of 15-45. Joint movement of +/-25%.
S-7	C-920-79 Type S Class 25	TT-S1543 (a) Class A	*One component, neutral cure, non-sag, silicone sealant. Joint movement range of +/-25%.

S-9	C-920-79 Type S Grand NS	TT-S-1543 (a) Class A	*One component, non-sag, mildew resistant silicone sealant. Shore A hardness of 25-30.

B. Caulking:

REF#	ASTM	FED	PRODUCT DESCRIPTION
C-1	C-834-76	N/A	*One component acrylic latex caulking minimum 75% recovery per ASTM C-736-82 *Maximum joint movement of +/-7.5%

C. Primer: The primer shall be used in accordance with manufacturer's instructions, with all primers being applied prior to the installation of any backer rod or bond breaker tape. Manufacturer shall be consulted for all surfaces not specifically covered in submittal application instructions. If a stain type primer is used, apply material in a manner that will prevent exposed stain residue related to application procedures.

D. Backer rod: Shall be open or closed cell polyethylene or polyurethane as recommended by the sealant manufacturer.

E. Bond breaker tape: An acceptable polyethylene or similar type bond breaker tape shall be used to prevent three sided adhesion in locations where backer rod cannot be used.

PART 3 - EXECUTION

3.1 INSPECTION

A. Substrate surface shall be inspected to ensure that no bond-breaker materials contaminate the surface to which the sealant is to adhere and to ensure that unsound substrate are repaired. Installation of sealant shall be evidence of acceptance of the substrate.

B. Joint dimensions shall be verified prior to installation of the sealant to ensure that all dimensions are within tolerances established in the manufacturer's literature. Unacceptable variations shall be called to the Architect's attention for resolution prior to installing any materials.

3.2 PREPARATION

A. Prepare all joints in accordance with manufacturer's recommended instructions to ensure maximum adhesion. Prime as required, protecting all adjacent exposed surfaces.

3.3 INSTALLATION

A. Backer rod shall be installed using only blunt or rounded tools which will ensure a uniform (+ or - 1/8") depth without puncturing the material. Backer rod shall be a minimum of 33% oversized for closed cell and minimum of 50% oversized for open cell backer rod, unless otherwise required by the manufacturer.

B. Surrounding surface shall be protected as required to ensure that no sealant contaminates these surfaces.

C. Sealant shall be prepared as required, including proper mixing of multi-component sealants, then installed in accordance with manufacturer's recommendations and instructions in order to ensure proper width/depth ratio. Take all necessary steps to prevent three sided adhesion. Sealant depth shall be one half of joint width, with a minimum depth of 1/4", and a maximum of 1/2", unless otherwise required by the manufacturer.

D. Both temperature and dampness conditions may restrict application of these sealants. Comply with manufacturer's instructions.

3.4 SCHEDULE

A. Extreme movement sealants (10% or -50% movement capability):
   1. **S-6**: Vertical/horizontal joint, such as expansion joints, precast planks, and prestressed concrete joints.

B. Significant movement sealants (+25% or -25% movement capability):
   1. **S-1, S-3, or S-6**: Vertical or inclined joints such as panel, coping, expansion, precast planks, and prestressed concrete joints, and sloped pavement.
   2. **S-10**: Horizontal joints exposed to fuel or gas spillage.
   3. **S-1, S-2, S-3, S-4, S-6, S-7**: Horizontal joints not exposed to fuel or gas spillage.

C. Minimal movement sealants (+25% or -25% movement capability):
   1. **S-1, S-3, S-4, S-6**: Vertical or inclined joints such as perimeters of doors, windows, wall penetrations.
   2. **S-2, S-5**: Horizontal joints not exposed to fuel or gas spillage.

D. Glazing sealants:
   1. **S-7, S-8**: Structural glazing (requires pre-testing and prior written approval from the sealant manufacturer before specifying).
   2. **S-7, S-8**: Non-structural.

E. Interior sealants or caulking:
    1. **C-1**: General.
    2. Special:
        a. **S-9**: Bathrooms and kitchens;
        b. **S-9 or C-2**: Exposed acoustical;
        c. **S-9 or C-1**: Non-exposed acoustical.

F. Fire Caulking
    1. Tremco fire stop for through penetrations & joints.

SECTION 08100
METAL DOORS AND FRAMES

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide metal doors, and metal door and window frames, which are not specifically described in other Sections of these Specifications, where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.

B. Related work: Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. Unless specifically otherwise approved by the Architect, provide all products of this Section from a single manufacturer.

1.3 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

B. Product data: Within 35 calendar days after the Contractor has received the Owner's Notice to Proceed, submit:

1. Materials list of items proposed to be provided under this Section;
2. Manufacturer's specifications and other data needed to prove compliance with the specified requirements;
3. Shop Drawings showing details of openings, and details of construction, installation, and anchorage.
4. Manufacturer's recommended installation procedures which, when approved by the Architect, will become the basis for accepting or rejecting actual installation procedures used on the Work.

1.4 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

PART 2 - PRODUCTS

2.1 METAL DOORS

A. Type and design: Provide SDI-100 Grade III, Model I at exterior doors and Grade II, Model I at interior doors. Full-flush design in dimensions and types shown on the Drawings, labeled or non-labeled as indicted on the Door Schedule in the Drawings. Doors will be 18 gage for interior doors and 16 gage for exterior doors, properly reinforced for the finish hardware described in Section 08700 of these specifications.

B. Finish: Pre-clean and shop prime each door for finish painting which will be performed at the job site under Section 09900 of these Specifications.

C. Acceptable products:
   1. Standard products of The Steelcraft Manufacturing Company.
   2. Equal products of Amweld Division of American Welding and Manufacturing Company, Ceco Corporation, or other manufacturers when approved in advance by the Architect.

2.2 METAL FRAMES

A. Type and design: Provide frames of the types and dimensions shown on the Drawings, labeled or non-labeled as indicated on the Door Schedule in the Drawings, in 16 gage for interior frames and 14 gage for exterior frames. Properly reinforce for the finish hardware described in Section 08700 of these Specifications.

B. Finish: Pre-clean and shop prime each frame for finish painting which will be performed at the job site under Section 09900 of these Specifications.

C. Acceptable manufacturers: See Paragraph 1.2-B above.

2.3 FINISH HARDWARE

A. Secure templates from the finish hardware supplier, and accurately install, or make provision for, all finish hardware at the factory.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 INSTALLATION

A. Placing frames:

1. Where practicable, place frames prior to construction of enclosing walls and ceilings.
2. Set frames accurately into position, plumbed, aligned, and braced securely until permanent anchors are set.
3. After wall construction is completed, remove temporary braces and spreaders, leaving surfaces smooth and undamaged.
4. At in-place construction set frames and secure to adjacent construction with machine screws and suitable anchorage devices. Provide "Z" fillers at each screw location.
5. When installed in prepared openings in concrete construction, provide sealant between frame and concrete in accordance with provisions of Section 07900 of these Specifications.

3.3 ADJUST AND CLEAN

A. Final adjustment:

1. Check and readjust operating finish hardware items in hollow metal work just prior to final inspection.
2. Leave work in complete and proper operating condition.
3. Remove defective work and replace with work complying with the specified requirements.

B. Immediately after erection, sand smooth all rusted and damaged areas of prime coat, and apply touchup of compatible air-drying primer.

SECTION 08330
PUSH-UP COUNTER DOOR

Type CD10-1 - Push-Up Counter Door
ColorCote Finish - Face of Wall Mounted

1.0 GENERAL

1.1 Summary

A. All Steel Rolling Counter Doors shall be Series CD10 as manufactured by The Cookson Company, Phoenix, Arizona. Furnished materials shall include all curtains, bottom bars, guides, brackets, hoods, operating mechanisms and any special features.

B. Work not to be included by The Cookson Company includes design of, material for and preparation of door openings but not limited to structural or miscellaneous iron work, metal or wood trim, access panels, and finish painting.

1.2 Quality Assurance

A. All rolling counter doors shall be designed to a standard maximum of 10 cycles per day and an overall maximum of 20,000 operating cycles for the life of the door.

B. The ColorCote finish shall be such that there is no corrosion when the material is subjected to salt spray resistance test ASTM B-117 for 1000 hours.

2.0 PRODUCTS

2.1 Materials

A. The door curtain shall be constructed of interconnected strip steel slats conforming to ASTM A-653. The curtain shall be constructed of 22 gauge No. 10 (1-1/4" high by 3/8" deep) slats as designated by The Cookson Company.

B. The finish on the door curtain shall be Cookson ColorCote consisting of the following:

1. Hot dipped galvanized G-90 coating consistent with ASTM A-653
2. Bonderized coating for prime coat adhesion
3. Factory applied Thermosetting Powder Coating applied with a minimum thickness of 2 mils. The color shall be selected by the architect and shall be chosen from [standard color charts] [custom color selection].

C. The bottom bar shall be constructed of tubular extruded aluminum measuring 1-5/16" deep by 2-1/4" high with a double vinyl astragal on the bottom edge. The bottom bar shall be the Cookson ColorCote finish as indicated in the curtain section.

D. The guides shall be constructed of extruded aluminum and measures 1-3/4" square. Each side of the channel portion capturing the curtain shall contain wool pile weatherstripping. The guides shall be the Cookson ColorCote finish as indicated in the curtain section.

E. The brackets shall be constructed of 3/16" thick die cast aluminum. The brackets shall be the Cookson ColorCote finish as indicated in the curtain section

F. The barrel shall be steel tubing of not less than 4" in diameter. Oil tempered torsion springs shall be capable of correctly counter balancing the weight of the curtain. The barrel shall be designed to limit the maximum deflection to .03" per foot of opening width. The finish on the barrel shall be one (1) coat of bronze rust-inhibiting prime paint.

G. The hood shall be fabricated from 24 gauge galvanized steel and shall be formed to fit the square brackets. The finish on the hood shall be the Cookson ColorCote finish as indicated in the curtain section.

2.2 Operation

A. Push-up operated doors shall open and close with a maximum of 30 pounds of effort utilizing finger lifts in the bottom bar. This type of operation should not be used for doors over 10 feet wide.

2.3 Locking Mechanisms

A. The push-up doors shall be secured by means of a concealed sliding bolt deadlock in the bottom bar operated by a [thumbturn] [cylinder lock].

3.0 EXECUTION

3.1 Installation

A. All Cookson Rolling Steel Counter Doors shall be installed by an authorized Cookson Distributor.

3.2 Warranty

A. All Cookson Rolling Steel Counter Doors shall be warranted for a period of 2 years from the time of shipment against defects in workmanship and materials.

SECTION 08340

INSULATED ROLLING SERVICE DOORS

PART 1 GENERAL

1.1 SUMMARY

A. Section Includes: Manual overhead insulated rolling doors.

B. Related Sections:
1. 05 50 00 Metal Fabrications. Door opening jamb and head members.
2. 06 10 00 Rough Carpentry. Door opening jamb and head members.
3. 08 31 00 Access Doors and Panels. Access doors.
4. 08 70 00 Hardware. Padlocks. Masterkeyed cylinder.
5. 09 91 00 Painting. Field painting.
6. Division 26. Electrical wiring and conduit, fuses, disconnect switches, connection of operator to power supply, and installation of control station and wiring.

D. Alternates:
1. Cornell Iron Works
2. Amarr
3. Clopay

1.2 SYSTEM DESCRIPTION

A. Design Requirements:
1. Cycle Life:
a. Design doors of standard construction for normal use of up to 20 cycle per day maximum.
2. Insulated Door Slat Material Requirements:
a. Flame Spread Index of 10 and a Smoke Developed Index of 50 as tested per ASTM E84.
b. Minimum Sound Transmission Class (STC) rating of 26 (22/22GA) or 33 (18/22GA) as tested per ASTM E90.
c. Minimum R-value of 4.6 and U-value of 0.217 (polystyrene insulation) or R-value of 6.29 and U-value of 0.159 (polyurethane insulation) as calculated using the ASHRAE Handbook of Fundamentals.
d. Insulation to be CFC Free with an Ozone Depletion Potential (ODP) rating of zero.

1.3 SUBMITTALS

A. Reference Section 01 33 00 Submittal Procedures; submit the following items:
1. Product Data.
2. Shop Drawings: Include special conditions not detailed in Product Data. Show interface with adjacent work.
3. Quality Assurance/Control Submittals:
a. Provide proof of manufacturer ISO 9001:2008 registration.

b. Provide proof of manufacturer and installer qualifications - see 1.4 below.
c. Provide manufacturer's installation instructions.

4. Closeout Submittals:
   a. Operation and Maintenance Manual.
   b. Certificate stating that installed materials comply with this specification.

1.4 QUALITY ASSURANCE

A. Qualifications:
   1. Manufacturer Qualifications: ISO 9001:2008 registered and a minimum of five years experience in producing doors of the type specified.
   2. Installer Qualifications: Manufacturer's approval.

1.5 DELIVERY STORAGE AND HANDLING

A. Reference Section 01 66 00 Product Storage and Handling Requirements.

B. Follow manufacturer's instructions.

1.6 WARRANTY

A. Standard Warranty: Two years from date of shipment against defects in material and workmanship.

B. Maintenance: Submit for owner’s consideration and acceptance of a maintenance service agreement for installed products.

PART 2 PRODUCTS

2.1 MANUFACTURER

A. Manufacturer: The Cookson Company, Inc., 2417 S 50th Avenue, Phoenix, AZ 85063-3880. Telephone: (800) 294-4358, Fax: (866) 448-6798. Underwriters Laboratories, Inc. (UL), ISO 9001:2008 Registered.

B. Model: FCWI, JCWI, FKWI, JKWI, FMWI, FJWI, JMWI

C. Substitutions: Reference Section 01 25 13 Product Substitution Procedures.

2.2 MATERIALS

A. Curtain:
   1. Slat Material: No. 45, (Listed Exterior/Interior):
      a. Galvanized Steel/Galvanized Steel: [22/22] [20/22] [18/22] gauge, Grade 40, ASTM A 653 galvanized steel zinc coating.
      b. Insulation: 13/16” (21 mm) rigid CFC free [polystyrene] [polyurethane] insulation.
      c. Total Slat Thickness: 7/8 inch (22 mm).
      d. Slats have a Flame Spread Index of 0 and a Smoke Developed Index of 10 as tested per ASTM E84.
      e. Slat has an R-value of 6.29 and an STC rating of 26.

2. Bottom Bar: two [1/8" steel] [1/8" 304 stainless steel] [3/16" aluminum] angles mechanically joined together

3. Fabricate interlocking sections with high strength malleable steel endlocks on alternate slats each secured with rivets. Provide windlocks as required to meet specified wind load.
4. Exterior Slat Finish:
   a. FinalCote™ Coating System to include an ASTM A 653 galvanized base coating, bonderized coating for prime coat adhesion, corrosion inhibiting primer .2 mils per side, and thermosetting [gray] [tan] [white] polyester top coat with a minimum thickness of .6 mils each side.
5. Interior Slat Finish:
   a. FinalCote™ Coating System to include an ASTM A 653 galvanized base coating, bonderized coating for prime coat adhesion, corrosion inhibiting primer .2 mils per side, and thermosetting [gray] [tan] [white] polyester top coat with a minimum thickness of .6 mils each side.

6. Curtain Configuration
   a. Standard Curtain configuration.

7. Bottom Bar Finish:
   a. Steel: Factory applied [bronze] [gray] [tan] [white] baked-on thermosetting powder coat.
8. Bottom Bar Interior Finish:
   a. Steel: Factory applied [bronze] [gray] [tan] [white] baked-on thermosetting powder coat.
9. Bottom Bar Exterior Finish:
   a. Steel: Factory applied [bronze] [gray] [tan] [white] baked-on thermosetting powder coat.

O

9. Bottom Bar Configuration:
   a. Standard Bottom Bar Configuration.

B. Guides: Fabricate with [structural steel] [stainless steel] [aluminum] angles bolted together with 3/8" fasteners to form a channel for the curtain to travel. The wall angle portion shall be continuous and fastened to the surrounding structure with either minimum 1/2" fasteners or welds, both on 36" centers, Provide windlock bars of same material when windlocks are required to meet specified wind load. Top of inner and outer guide angles to be flared outwards to form bellmouth for smooth entry of curtain into guides. Provide removable guide stoppers to prevent over travel of curtain and bottom bar.

1. Finish:
   a. Steel: Factory applied [bronze] [gray] [tan] [white] baked-on thermosetting powder coat; minimum 2.5 mils (0.065 mm) cured film thickness.
   a. Stainless steel: [No. 4 finish] [Mill finish].
2. Configuration:
   a. Standard Guide Configuration.

C. Counterbalance Shaft Assembly:

1. Barrel: Steel pipe of not less than 6” in diameter capable of supporting curtain load with maximum deflection of 0.03 inches per foot (2.5 mm per meter) of width.
2. Spring Balance: Oil-tempered torsion spring assembly designed for proper balance of door to ensure that maximum effort to operate will not exceed 30 lbs (133 N). Provide wheel for applying and adjusting spring torque.

D. Brackets: Fabricate from minimum 1/4 inch (6.35 mm) steel plate and shall be bolted to the wall angle with minimum 1/2” fasteners.
   1. Finish:
      a. Steel: Factory applied [bronze] [gray] [tan] [white] baked-on thermosetting powder coat; minimum 2.5 mils (0.065 mm) cured film thickness.

E. Hood: [24 gauge galvanized steel] [24 gauge stainless steel] [0.040 inch (1.016 mm) aluminum] with reinforced top and bottom edges. Provide minimum 1/4 inch (6.35 mm) steel intermediate support brackets as required to prevent excessive sag.
   1. Finish:
      a. FinalCote™ Coating System to include an ASTM A 653 galvanized base coating, bonderized coating for prime coat adhesion, corrosion inhibiting primer .2 mils per side, and thermosetting [gray] [tan] [white] polyester top coat with a minimum thickness of .6 mils each side.

F. Weatherstripping:
   1. Bottom Bar: Replaceable, bulb-style, compressible EDPM gasket extending into guides.

2.3 ACCESSORIES

A. Locking:
   1. Crank Hoist: Padlockable slide bolt on coil side of bottom bar at each jamb extending into slots in guides.

PART 3 EXECUTION

3.1 EXAMINATION

A. Examine substrates upon which work will be installed and verify conditions are in accordance with approved shop drawings.

B. Coordinate with responsible entity to perform corrective work on unsatisfactory substrates.

C. Commencement of work by installer is acceptance of substrate.

3.2 INSTALLATION

A. General: Install door and operating equipment with necessary hardware, anchors, inserts, hangers and supports.

B. Follow manufacturer's installation instructions.

3.3 ADJUSTING

A. Following completion of installation, including related work by others, lubricate, test, and adjust doors for ease of operation, free from warp, twist, or distortion.

3.4 CLEANING

A. Clean surfaces soiled by work as recommended by manufacturer.

B. Remove surplus materials and debris from the site.

3.5 DEMONSTRATION

A. Demonstrate proper operation to Owner's Representative.

B. Instruct Owner's Representative in maintenance procedures.

END OF SECTION

SECTION 08610
WOOD WINDOWS

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide wood windows where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
2. Section 06400 – Architectural Woodwork
3. Section 07900 - Sealants

1.2 SUBMITTALS

A. Submit shop drawings reference Section 01340, Submittals.

1.3 PRODUCT HANDLING

A. Provide protective coverings for materials prior to shipping. Protect during transit, handling, and storage to prevent damage, soiling and deterioration.

B. Contractor shall receive, inventory, and store in dry location and stack in accordance with manufacturer's directions.

1.4 WARRANTY

A. Submit manufacturer's warranty for full life of installation.

PART 2 - PRODUCTS

2.1 MANUFACTURER AND TYPE

A. Metal clad wood windows, double hung type shall be as manufactured by: Marvin Window Company or approved equal.

1. Frame and sash sections shall be combination kiln dried selected wood on the exterior with extruded aluminum.
2. Provide jamb extensions as required.
3. Exterior trim and mullion joiners shall be provided as required for a complete installation.

4. Finishes:

a. Color to be selected by Owner.

5. Glazing:

a. High-performance insulating Low E glass.

6. Sizes as shown on the Drawings.

PART 3 – EXECUTION

3.1 INSTALLATION

A. Windows shall be installed straight, plumb, and level without spring or twisting and securely anchored in place in accordance with manufacturer's recommendations and details.

B. Apply sealants in sufficient quantity to provide a watertight seal between windows and surrounding construction.

1. Refer to Section 07900 for sealant materials and methods of installation.

3.2 CLEANING

A. Clean surfaces properly after installation of components, removing all excess sealant compound, dirt and other substances.

SECTION 08700
FINISH HARDWARE

PART 1 - GENERAL

1.1 WORK INCLUDED

A. Work included: The conditions of the Contract, including General, Supplementary, and Special Conditions, and General Requirements of Division 1 apply to the work specified in this Section.

B. Items of hardware include:

1. Finish hardware

2. Thresholds and weatherstrip

1.2 RELATED WORK

A. Section 06100 - Carpentry
B. Section 08100 - Metal Doors & Frames
C. Section 08210 - Wood Doors

1.3 REFERENCES

A. Builder's Hardware Manufacturers Assoc., Inc., (BHMA), 60 East 42nd Street, New York, NY 10017: Recommended locations for builder's hardware.

B. Federal Specifications (FS): FF-H-106A - Hardware, builders'; locks and door trim - standard finishes for builder's hardware.

C. National Fire Protection Association, Inc. (NFPA), Battery March Park, Quincy, MA 02269: NFPA 80 - Standard for fire doors and windows and NFPA 101 - Code for safety to life from fire in buildings and structures.

D. Underwriters Laboratories, Inc. (UL), 333 Pfingsten Road, Northbrook, IL 60062: Building Materials Directory.

1.4 QUALITY ASSURANCE

A. Manufacturer: Manufacturers listed herein establish a standard of quality. Similar items by other manufacturers may be accepted by prior approval of the Architect. Except where specified in the hardware schedule, furnish products of only one manufacturer for each type of hardware.

B. Supplier: Company specializing in the builders' hardware industry.

1.5 REGULATORY REQUIREMENTS

A. Furnish UL listed hardware for all UL labeled and 20 Minute openings in conformance with requirements for the class of opening scheduled.

B. NFPA and UL requirements have precedence over this Specification where conflict exists.

1.6 SUBMITTALS

A. Schedule: To be prepared by Contractor.

1.7 DELIVERY, STORAGE, AND HANDLING

A. Deliver hardware to the job site in the manufacturer's original containers that have been marked to correspond with the approved hardware schedule for installation location.

B. Contractor shall receive, inventory, and store hardware in dry surroundings and protect against loss and damage.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

A. Butt hinges:
1. Hager
2. Stanley, McKinney

B. Exit devices:
1. Von Duprin
2. Yale, Sargent, Corbin 3726

C. Locksets amd latchsets:
1. Corbin
2. Schlage, Best, Yale, Sargent

D. Lever Mortise Lock:
1. Corbin 765K-L-L9549 & 9551 or equal

E. Pulls and push plates/bars:
1. Quality
2. Hiawatha, Hager, Brookline

F. Closers:
   1. LCN
   2. Norton, Dorma, Reading

G. Protective plates:
   1. Quality
   2. Hiawatha, Hager

H. Overhead stops:
   1. Glynn-Johnson
   2. Corbin, Rixon-Firemark

I. Floor and wall stops and holders:
   1. Glynn-Johnson
   2. Ives, Quality, Hager

J. Thresholds, weatherstrips:
   1. National Guard
   2. Reese, Pemko, Zero

K. Flush bolts
   1. Door controls
   2. Glynn-Johnson, Ives, Quality

L. Coordinators
   1. Door Controls
   2. Glynn-Johnson

PART 3 – EXECUTION

3.1 INSTALLATION

A. Install hardware in accordance with manufacturer's recommendations and instructions.

B. Install hardware on UL labeled openings in accordance with manufacturer's requirements, so as to maintain the label.

C. Mortise and cut to close tolerance and conceal evidence of cutting the finished work.

D. Remove, cover or protect hardware after fitting until paint or other finish is applied; permanently install hardware after finishing operations are complete.

E. Install closers on the room side of corridor doors, stair side of stairways, and interior side of exterior doors.

F. Mounting height:

1. Install hardware at mounting heights conforming to the recommended mounting locations of the Builder's Hardware Manufacturers Association.

G. Cut and fit threshold and floor covers to profile of door frames, with mitered corners and hair-line joints. Join units with concealed welds or concealed mechanical joints.

3.2 ADJUSTING AND CLEANING

A. At final completion, adjust and test all hardware for function and performance and leave in good operating condition.

B. Clean all hardware to restore the original finish.

3.3 PROTECTION

A. Protect the finished installation until acceptance of the project.

B. Provide final adjustment or cleaning where necessary.

3.4 HARDWARE SCHEDULE

Heading #1 (Group: GROUP 1)

Item#1 1 Elevation 102A
Item#2 1 Elevation 109

2		Hiawatha KPx.US32D 10″x 34″	US32D
6	Standard Hinge	PBB BB81 4 ½″ x 4 ½″ US26D	US26D
2	Lockset	Yale AU 5408LN LH 626	626
2	Surface Closer	Norton CLP-7500 689	689

WILL NEED EXISTING CITY KEYWAY SYSTEM

Heading #2 (Group: GROUP 2)

Item #3 1 Elevation 103

1		Hiawatha KPx.US32D 10″ x 34″	US32D
3	Standard Hinge	PBB BB81 4 ½″ x 4 ½″ US26D	US26D
1	Lockset	Yale AU 5407LN LH 626	626
1	Wall Door Stop	Hager 236W x US32D	US32D

WILL NEED EXISTING CITY KEYWAY SYSTEM

Heading #3 (Group: GROUP 3)
Item #4 1 Elevation 107
Item #5 1 Elevation 108B

2		-LH	
2		Hiawatha KPx.US32D 10″ x 34″	US32D
6	Standard Hinge	PBB BB81 4 ½″ x 4 ½″ US26D	US26D
2	Lockset	Yale AU 5405LN LH 626	626
2	Wall Door Stop	Hager 236W x US32D	US32D

WILL NEED EXISTING CITY KEYWAY SYSTEM

Heading #4 (Group: GROUP 4)
Item #6 1 Elevation 101E

1		Hiawatha KPx.US32D 10″ x 34″	US32D
3	Standard Hinge	PBB BB81 4 ½″ x 4 ½″ US26D	US26D
1	Lockset	Yale AU 5405LN LH 626	626
1	Surface Closer	Norton CLP-7500 689	689
1	Wall Door Stop	Hager 236W x US32D	US32D
1	Floor Door Holder	Ives FS555 SP4	SP4
1	Weatherstripping	Reese 797B-17	

WILL NEED EXISTING CITY KEYWAY SYSTEM

Heading #5 (Group: GROUP 5)
Item #7 1 Elevation 106

1		Hiawatha KPx.US32D 10″ x 34″	US32D
3	Standard Hinge	PBB 4B21 4 ½″ x 4 ½″ NRP US32D	US32D
1	Lockset	Yale AU 5405LN LH 626	626
1	Surface Closer	Norton CLP-7500T 689	689
1	Threshold	Reese S425A 72″	A
1	Weatherstripping	Reese 815A 72″ x 84″	A
1	Miscellaneous Item	Reese 323A 36″	A

WILL NEED EXISTING CITY KEYWAY SYTEM

Heading #7 (Group: GROUP 7)
Item #9 1 Elevation 106
]Item #10 1 Elevation 104B

2		Hiawatha KPx.US32D 10″ x 34″	US32D
6	Standard Hinge	PBB BB81 4 ½″ x 4 ½″ US26D	US26D
2	Door Pull	Hiawatha 536B.US32D	US32D
2	Push Plate	Hiawatha 200H.US32D	US32D
2	Surface Closer	Norton 7500-REG 689	689
2	Wall Door Stop	Hager 236W x US32D	US32D

WILL NEED EXISTING CITY KEYWAY SYSTEM

Heading #8 (Group: GROUP 8)
Item #11 1 Elevation 104A
Item #12 1 Elevation 105A

2		Hiawatha KPx.US32D 10″ x 34″	US32D
6	Standard Hinge	PBB BB81 4 ½″ x 4 ½″ US26D	US26D
2	Electronic Locking Device	Schlage 329M	
2	Door Pull	Hiawatha 536B.US32D	US32D
2	Push Plate	Hiawatha 200H.US32D	US32D
2	Surface Closer	Norton 7500-Reg 689	689
2	Wall Door Stop	Hager 236W x US32D	US32D
2	Threshold	Reese S425A 36″	A
2	Weatherstripping	Reese 815A 36″ x 84″	A
2	Miscellaneous Item	Reese 323A 36″	A

WIRING, MONITORING AND ELECTRICAL COMPONENTS BY OTHERS.
MAGNETIC LOCK IS INCLUDED.

Hardware Group 9	Entrance Doors (Single) – Exterior
Butts	
Exit	33NL-OP
Cylinder	
Pull	
Closer	4111 CUSH
Threshold(thermal)	
Weatherstrip	
Sweep	
Drip	

Hardware Group 10	Secondary Entrance Doors – Exterior
Butts	
Exit	33NL-OP
Remote card reader w/heater (by others)	
Pull	
Closer	4111 CUSH
Threshold (thermal)	
Weatherstrip	
Sweep	
Drip	
Electric Strike	6111
Power Supply	PS 861

SECTION 08800
GLAZING

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide glazing and glazing accessories where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.

B. Related work:
   1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
   2. Section 08100: Metal Doors & Frames
   3. Section 08410: Aluminum Entrance.

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. In addition to complying with pertinent codes and regulations of governmental agencies having jurisdiction, comply with pertinent recommendations contained in:
   1. Flat Glass Marketing Association:
      a. "Glazing Sealing System Manual;"
      b. "Glazing Manual."

1.3 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

B. Product data: Within 60 calendar days after the Contractor has received the Owner's Notice to Proceed, submit:
   1. Materials list of items proposed to be provided under this Section;
   2. Manufacturers' specifications and other data needed to prove compliance with the specified requirements.
   3. Manufacturers' recommended installation procedures which, when approved by the Architect, will become the basis for accepting or rejecting actual installation procedures used on the Work.

C. Samples: Accompanying the above product data, submit:
   1. Samples of each type of glass and gasket proposed to be used;

2. Samples, at least 12" long, of each type of sealant proposed to be used, installed between samples of the material to be glazed, fully cured.

1.4 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

B. During storage and handling of glass, provide cushions at edges to prevent impact damage.

PART 2 - PRODUCTS

2.1 GLASS

A. General:
1. For all glass, provide the type and thickness shown on the Drawings or specified herein.
2. Where type or thickness, or both, are not shown on the Drawings or specified herein, provide type and thickness directed by the Architect.

B. Exterior:

1. 1" Clear insulating.

2. 1" Clear tempered insulating.

C. Interior:

1. 1/4" Clear tempered insulating.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the work. Do not proceed until unsatisfactory conditions are corrected.

B. Clean glazing channels, stops, and rabbets to receive the glazing materials, making free from obstructions and deleterious substances which might impair the work.
1. Remove protective coatings which might fail in adhesion or interfere with bond of sealants.
2. Comply with manufacturers' instructions for final wiping of surfaces immediately prior to application of primer and glazing compounds or tapes.
3. Prime surfaces to receive glazing compounds in accordance with manufacturers' recommendations.

3.2 INSTALLATION

A. Inspect each piece of glass immediately prior to start of installation.
   1. Do not install items which are improperly sized, have damaged edges, or are scratched, abraded, or damaged in any other manner.
   2. Do not remove labels from glass until so directed by the Architect.
   3. Install glass so distortion waves, if present, run in the horizontal direction.

B. Locate setting blocks at sills one quarter of the width of the glass in from each end of the glass, unless otherwise recommended by the glass manufacturer.
   1. Use blocks of proper size to support the glass in accordance with the manufacturer's recommendations.
   2. Provide spacers for all glass size larger than 50 united inches, to separate glass; except where continuous glazing gaskets or felts are provided.
      a. Locate spacers no more than 24" apart, and no closer than 12" to a corner.
      b. Place spacers opposite on another.
      c. Make bite of spacer on glass 1/4" or more.

C. Set glass in a manner which produces the greatest possible degree of uniformity in appearance.

D. Do not use two different glazing materials in the same joint system unless the joint use is approved in advance by the Architect.

E. Mask, or otherwise protect, surfaces adjacent to installation of sealants.

F. Miter-cut and seal the joints of glazing gaskets in accordance with the manufacturer's recommendations, to provide a watertight and airtight seal at corners and other locations where joints are required.

3.3 PROTECTION

A. Protect glass from breakage after installation by promptly installing streamers or ribbons, suitably attached to the framing and held free from glass. Do not apply warning markings, streamers, ribbons, or other items directly to the glass except as specifically directed by the Architect.

SECTION 09260
GYPSUM WALLBOARD SYSTEM

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included:

1. Gypsum wallboard
2. Accessories and trim for complete installation.
3. Ceilings.

B. Related Work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. Comply with design criteria for systems as designed by the manufacturer.

1.3 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

PART 2 - PRODUCTS

2.1 GYPSUM WALLBOARD

A. General:
1. Provide gypsum wallboard complying with Fed Spec SS-L-30D, in 48" widths and in such lengths as will result in a minimum of joints.
2. Regular wallboard: Provide type III, grade R, class 1, 5/8" thick except as may be shown otherwise on the Drawings.
3. Fire-retarding wallboard: Provide type III, grade X, class 1, 5/8" thick.
4. Water-resistant wallboard: Provide type VII, grade W or X as required, class 2, 5/8" thick except as may be shown otherwise on the Drawings.
5. Fiberock abuse-resistant interior panels in all public locations (except bathrooms & wet areas).

B. Sheathing: Where gypsum wallboard sheathing is indicated on the Drawings, provide gypsum wallboard complying with Fed Spec SS-L 30D, type II, grade W, class 2.

2.2 METAL TRIM

A. Form from zinc-coated steel not lighter than 26 gage, complying with Fed Spec QQ-S-775, type I, class d or e.

B. Casing beads:

1. Provide channel-shapes with an exposed wing, and with a concealed wing not less than 7/8" wide.
2. The exposed wing may be covered with paper cemented to the metal, but shall be suitable for joint treatment.

C. Corner beads: Provide angle shapes with wings not less than 7/8" wide and perforated for nailing and joint treatment, or with combination metal and paper wings bonded together, not less than 1-1/4" wide and suitable for joint treatment.

D. Edge beads for use at perimeter of ceilings:

1. Provide angle shapes with wings not less than 3/4" wide.
2. Provide concealed wing perforated for nailing, and exposed wing edge folded flat.
3. Exposed wing may be factory finished in white color.

2.3 JOINTING SYSTEM

A. Provide a jointing system, including reinforcing tape and compound, designed as a system to be used together and as recommended for this use by the manufacturer of the gypsum wallboard approved for use on this Work.

B. Jointing compound may be used for finishing if so recommended by its manufacturer.

2.4 FASTENING DEVICES

A. For fastening gypsum wallboard in place on metal studs and metal channels, use flat-head screws, shouldered, specially designed for use with power-driven tools, not less than 1" long, with self-tapping threads and self-drilling points.

B. For fastening gypsum wallboard in place on wood, use 1-1/4" type W bugle-head screws, or use annular ring type nails complying with ASTM C514 and of the length required by governmental agencies having jurisdiction.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work in this Section will be performed. Correct conditions detrimental to do timely and proper completion of the work. Do not proceed until unsatisfactory conditions are corrected.
proper support for the covering material, and as indicated on the Drawings.

3.2 INSTALLATION OF GYPSUM WALLBOARD

A. General:

1. Install the gypsum wallboard in accordance with the Drawings and with the separate boards in moderate contact but not forced into place.
2. At internal and external corners, conceal the cut edges of the boards by the overlapping covered edges of the abutting boards.
3. Stagger the boards so that corners of any four boards will not meet at a common point except in vertical corners.

B. Ceilings:

1. Install the gypsum wallboard to ceilings with the long dimension of the wallboard at right angles to the supporting members.
2. Wallboard may be installed with the long dimension parallel to supporting members that are 16" on centers when attachment members are provided at end joints.

C. Walls:

1. Install the gypsum wallboard to studs at right to the furring or framing members.
2. Make the end joints, where required, over framing or furring members.

D. Attaching:

1. Drive the specified screws with clutch-controlled power screwdrivers, spacing and 16" on centers at walls.
2. Where framing members are spaced 24" apart on walls, space screws 12" on centers.
3. Attach double layers in accordance with the pertinent codes and the manufacturer's recommendation as approved by the Architect.
4. Attach to wood as required by governmental agencies having jurisdiction.

3.3 JOINT TREATMENT

A. General:

1. Inspect areas to be joint treated, verifying that the gypsum wallboard fits snugly against supporting framework.
2. In areas where joint treatment and compound finishing will be performed, maintain a temperature of not less than 55 degrees for 24 hours prior to commencing the treatment, and until joint and finishing compounds have been dried.
3. Apply the joint treatment and finishing compound by machine or hand tool.
4. Provide a minimum drying time of 24 hours between coats, with additional drying time in poorly ventilated areas.

B. Embedding compounds:

1. Apply to gypsum wallboard and fastener heads in a thin uniform layer.
2. Spread the compound not less than 3" wide at joints, center the reinforcing tape in the joint, and embed the tape in the compound. Then spread a thin layer of compound over the tape.
3. After this treatment has dried, apply a second coat of embedding compound to joints and fastener heads, spreading in a thin uniform coat to not less than 6" wide at joints, and feather edged.
4. Sandpaper between coats as required.
5. When thoroughly dry, sandpaper to eliminate ridges and high points.

C. Finishing compounds:

1. After embedding compound is thoroughly dry and has been completely sanded, apply a coat of finishing compound to joints and fastener heads.
2. Feather the finishing compound to not less than 12" wide.
3. When thoroughly dry, sandpaper to obtain a uniformly smooth surface, taking care to not scuff the paper surface of the wallboard.

3.4 CORNER TREATMENT

A. Internal corners: Treat as specified for joints, except fold the reinforcing tape lengthwise through the middle and fit neatly into the corner and securing with the same type fasteners used for installing the wallboard.

B. External corners:

1. Install the specified corner bead, fitting neatly over the corner and securing with the same type fasteners used for installing the wallboard.
2. Space the fasteners approximately 6" on centers, and drive through the wallboard into the framing or furring member.
3. After the corner bead has been secured into position, treat the corner with joint compound and reinforcing tape as specified for joints, feathering the joint compound out from 8" to 10" on each side of the corner.

3.5 OTHER METAL TRIM

A. General:

1. The Drawings do not purport to show all locations and requirements for metal trim.

2. Carefully study the Drawings and the installation, and provide all metal trim normally recommended by the manufacturer of the gypsum wallboard approved for use in this Work.

3.6 CLEANING UP

A. In addition to other requirements for cleaning, use necessary care to prevent scattering gypsum wallboard scraps and dust, and to prevent tracking gypsum and joint finishing compound onto floor surfaces.

B. At completion of each segment of installation in a room or space, promptly pick up and remove from the working area all scrap, debris, and surplus material of this Section.

SECTION 09310
CERAMIC TILE/QUARRY TILE

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included:

1. Toilet Room wall wainscot.
2. Toilet Room floors

B. Related work: Documents affecting work of the Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1.2 REFERENCES

A. Tile Council of America (TCA) - Handbook for Ceramic Tile Installation.

B. ANSI Standards for Installation of Ceramic Tile.

1.3 SUBMITTALS

A. Comply with the pertinent provisions of Section 01340.

B. Product data: Within 45 calendar days after the Contractor has received the Owner's Notice to Proceed, submit:

C. Samples of each type, class, and color of ceramic tile required.

1.4 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

PART 2 - PRODUCTS

2.1 WALL TILE

A. Ceramic wall tiles & base: Tile face sizes 4-1/4" x 4-1/4" based on DALTILE Semi-gloss/mat; Group 1.

B. Ceramic tile base shall match wall tiles, 4-1/4" x 4-1/4", with cove base, color as selected by Architect.

C. Provide necessary trim pieces to match wall tile at exposed edges.

2.2 FLOOR TILE:

A. Toilet Rooms: Unglazed floor tile; based on DALTILE unglazed mosaics 2 x 2 Group1.

B. Concession Room: floor & base based on DALTILE Quarry Textures 6 x 6 Group 2.

2.2 SETTING MATERIALS

A. Of type and consistency as recommended by adhesive manufacturer.

B. Tile Adhesives: water resistant organic type conforming to U.S. Department of Commerce, Commerce Standard CS181-52. Manufacturer must certify that adhesive is proper type of intended application and each container shall bear Hallmark, showing compliance with commercial standards.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Tile shall be installed, grouted, cleaned, protected and cured in accordance with the applicable Standard Specifications of the America Standards and the Tile Council of America.

B. Ceramic tile to be thin set on floors and walls.

C. Close off spaces in which tile is being set to traffic and other work during installation and for 48 hours after completion of tile work. Do not apply mortar to surfaces covered by frost. Minimum temperature for installation of tile shall be 40 degrees and rising. Cut and drill the trim shapes accurately without damage. Rub all exposed cut edges smooth with abrasive stone.

D. Protect tile from damage until it has been accepted.

SECTION 09680
CARPETING

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included: Provide carpet installation and carpet accessories where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.

B. Related work:
1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods need for proper performance of the work of this Section.

1.3 SUBMITTALS

A. Comply with the pertinent provisions of Section 01340.

B. Submit carpet samples.

1.4 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Carpet product, color and pattern is to be selected by Owner.

B. Include carpet allowance of $18.00 per square yard (carpet only) in Base Bid (delivered to jobsite).

C. Edge stripping shall be tackless type.

D. Provide other materials, not specifically described but required for a complete and proper installation, as selected by the Contractor subject to the approval of the Architect.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 SURFACE PREPARATION

A. Field measure each space to receive carpeting, as a basis of supplying, cutting and seaming the carpet. Do not scale the Drawings or calculate sizes from dimensions shown. The Contractor shall verify all dimensions of the carpeting at the building site before cutting and supplying carpet.

B. Make substrata level and free from irregularities, assure one constant floor height after carpet is installed, filling low spots and grinding high spots as required. Vacuum substrate immediately prior to carpet installation.

C. Do not proceed with carpet installation until work of all other trades, including painting, is completed and Architect's approval has been given.

3.3 INSTALLATION

A. Comply with manufacturer's printed instructions and recommendations for the carpet selected.

B. Install carpet wall to wall, using continuous lengths and as broad widths as possible to minimize the placement of seams in traffic areas. Cross seams should be held to an absolute minimum. Make all seams so the pile of the adjoining pieces have the same directional run and be practically invisible.

C. Extend carpet under open-bottomed and raised-bottom obstructions, and under removable flanges of obstructions. Extend carpet into closets and alcoves of rooms indicated to be carpeted, unless another floor finish is indicated for such spaces.

D. Install commercial bronze of silver metal edge guard at every location where edge of carpet is exposed to traffic, except where another device, such as an expansion joint cover system or threshold, is indicated with an integral carpet binder bar.

3.4 PROTECTION

A. Provide a heavy non-staining paper or plastic walkway as required over carpeting in direction of traffic, maintaining intact until carpeted space is accepted by the Owner.

3.5 SURPLUS MATERIAL

A. Allow the Owner to inspect and select from scrap carpet remaining after the installation. Bundle, wrap in burlap, and deliver to the Owner.

SECTION 09772 – DECORATIVE FIBERGLASS REINFORCED WALL PANELS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes: Prefinished polyester glass reinforced plastic sheets and adhered to unfinished gypsum wallboard.
   1. PVC trim.
   2. PVC Wall base.

B. Products Not Furnished or Installed under This Section:
   1. Gypsum [Cementitious] substrate board.
   2. Resilient Base.

1.2 RELATED SECTIONS

A. Section 09260 Gypsum [Cementitious] substrate board.

B. Section 06100 Wood Stud Framing

1.3 REFERENCES

A. American Society for Testing and Materials: Standard Specifications (ASTM)

1.4 SUBMITTALS

A. Product Data: Submit sufficient manufacturer's data to indicate compliance with these specifications, including:
   1. Preparation instructions and recommendations.
   2. Storage and handling requirements and recommendations.
   3. Installation methods.

B. Shop Drawings: Submit elevations of each wall showing location of paneling and trim members with respect to all discontinuities in the wall elevation.

C. Selection Samples: Submit manufacturer’s standard color pattern selection samples representing manufacturer's full range of available colors and patterns.

D. Samples for Verification: Submit appropriate section of panel for each finish selected indicating the color, texture, and pattern required.
   1. Submit complete with specified applied finish.
   2. For selected patterns show complete pattern repeat.
   3. Exposed Molding and Trim: Provide samples of each type, finish, and color.

1.5 QUALITY ASSURANCE

A. Conform to building code requirements for interior finish for smoke and flame spread requirements as tested in accordance with:
   1. ASTM E 84 (Method of test for surface burning characteristics of building Materials)
      a. Wall Required Rating – Class [A] [C].

B. Sanitary Standards: System components and finishes to comply with:
   1. United States Department of Agriculture (USDA) requirements for food preparation facilities, incidental contact.
   2. Food and Drug Administration (FDA) 1999 Food Code 6-101.11.
   3. Canadian Food Inspection Agency (CFIA) requirements.

1.6 DELIVERY, STORAGE AND HANDLING

A. Deliver materials factory packaged on strong pallets.

B. Store panels and trim lying flat, under cover and protected from the elements. Allow panels to acclimate to room temperature (70°) for 48 hours prior to installation.

1.7 PROJECT CONDITIONS

A. Environmental Limitations: Building are to be fully enclosed prior to installation with sufficient heat (70°) and ventilation consistent with good working conditions for finish work

B. During installation and for not less than 48 hours before, maintain an ambient temperature and relative humidity within limits required by type of adhesive used and recommendation of adhesive manufacturer.
   1. Provide ventilation to disperse fumes during application of adhesive as recommended by the adhesive manufacturer.

1.8 WARRANTY

A. Furnish one year guarantee against defects in material and workmanship.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURER

A. Marlite; 202 Harger Street, Dover, OH 44622. 800-377-1221 FAX (330) 343-4668 Email: info@marlite.com www.marlite.com.

B. Product:
   1. Standard FRP

2.2 PANELS

A. Fiberglass reinforced thermosetting polyester resin panel sheets complying with ASTM D 5319.

B. Properties: Resistant to rot, corrosion, staining, denting, peeling, and splintering.

C. Back Surface: Smooth. Imperfections which do not affect functional properties are not cause for rejection.

D. Front Finish: As approved by Architect.

2.3 BASE: Quarry tile

2.4 MOLDINGS

A. PVC Trim: Thin-wall semi-rigid extruded PVC.
   1. M 350 Inside Corner, [8’ length][10’ length]
   2. M 360 Outside Corner, [8’ length][10’ length]
   3. M 365 Division, [8’ length][10’ length]
   4. M 370 Edge, [8’ length][10’ length]
   5. Color: [White][Beige][Natural Almond][Ivory][Silver][Light Grey][Black]

2.5 ACCESSORIES

A. Fasteners: Non-staining nylon drive rivets.
   1. Match panel colors.
   2. Length to suit project conditions.

B. Adhesive: Either of the following construction adhesives complying with ASTM C 557.
   1. Marlite C-551 FRP Adhesive - Water- resistant, non-flammable adhesive.
   2. Marlite C-375 Construction Adhesive - Flexible, water-resistant, solvent based adhesive, formulated for fast, easy application.
   3. Titebond Advanced Polymer Panel Adhesive – VOC compliant, non-flammable, environmentally safe adhesive.

C. Sealant:
   1. Marlite Brand MS-250 Clear Silicone Sealant.
   2. Marlite Brand MS-251 White Silicone Sealant.
   3. Marlite Brand - Color Match Sealant .

PART 3 - EXECUTION

3.1 PREPARATION

A. Examine backup surfaces to determine that corners are plumb and straight, surfaces are smooth, uniform, clean and free from foreign matter, nails countersunk, joints and cracks filled flush and smooth with the adjoining surface.
   1. Verify that stud spacing does not exceed 24” (61cm) on-center.

B. Repair defects prior to installation.
   1. Level wall surfaces to panel manufacturer's requirements. Remove protrusions and fill indentations.

3.2 INSTALLATION

A. Comply with manufacturer's recommended procedures and installation sequence.

B. Cut sheets to meet supports allowing 1/8" (3 mm) clearance for every 8 foot (2.4m) of panel.
   1. Cut and drill with carbide tipped saw blades or drill bits, or cut with shears.
   2. Pre-drill fastener holes 1/8" (3mm) oversize with high speed drill bit.
      a. Space at 8" (200mm) maximum on center at perimeter, approximately 1" from panel edge.
      b. Space at in field in rows 16' (40.64cm) on center, with fasteners spaced at 12" (30.48 cm) maximum on center.

C. Apply panels to board substrate, above base, vertically oriented with seams plumb and pattern aligned with adjoining panels.
   1. Install panels with manufacturer's recommended gap for panel field and corner joints.
      a. Adhesive trowel and application method to conform to adhesive manufacturer's recommendations.
      b. Drive fasteners for snug fit. Do not over-tighten.

D. Apply panel moldings to all panel edges using silicone sealant providing for required clearances.
   1. All moldings must provide for a minimum 1/8 " (3mm) of panel expansion at joints and edges, to insure proper installation.
   2. Apply sealant to all moldings, channels and joints between the system and different materials to assure watertight installation.

3.3 CLEANING

A. Remove excess sealant from panels and moldings. Wipe panel down using a damp cloth and mild soap solution or cleaner.

B. Refer to manufacturer's specific cleaning recommendations Do not use abrasive cleaners.

END OF SECTION 09 7720

SECTION 09900
PAINTING

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work included:

1. Cleaning and preparation of all surfaces to be painted.
2. Painting and finishing as scheduled.

B. Related work:

1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

1.3 SUBMITTALS

A. Comply with the pertinent provisions of Section 01340.
B. Submit complete schedule of materials, colors and finishes.

1.4 PRODUCT HANDLING

A. Comply with pertinent provisions of Section 01640.

B. Store in heated space above 40 Degrees F. temperature.

1.5 EXTRA STOCK

A. Upon completion of the work of this Section, deliver to the Owner an extra stock equaling 10% of each color, type, and gloss of paint used in the Work, tightly sealing each container, and clearly labeling with contents and location where used.

PART 2 - PRODUCTS

2.1 PAINT MATERIALS

A. Materials shall be best quality products as manufactured by Hirshfield Paint ; other acceptable manufacturers: Devoe & Reynolds Co., O'Brian Paint Corp., Cook Paint & Varnish Co., Glidden Co., Sherwin-Williams , Olympic, and Benjamin Moore & Co., Pratt & Lamert.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 PREPARATION

A. General:

1. Finished surfaces and surfaces not to be painted shall be protected from damage during preparation, priming and painting operations. Cover floors and fixed equipment with drop cloths, and mask and suitably cover surfaces.

2. Surfaces to be painted shall be suitable for a first class finish, thoroughly dry, clean, smooth and even, and free of dust.

B. Ferrous metal: clean thoroughly to remove rust, mill scale, grease and dirt. For shop coats clean rusted, chipped or abraded metal and touch-up with primer before application of field coats. Unprimed ferrous metal shall be wire brushed, scraped and sanded and primed immediately.

C. Gypsum Drywall: spackle minor irregularities in gypsum board. Sand smooth, even with surface when dry, avoid raising nap of paper and remove dust.

D. Wood:

1. Sand wood to be painted as necessary to remove defects. After primer is dry fill voids and nail holes with putty.
2. Wood to be stained shall be clean and free of surface dirt. Prime and backprime all surface including edges and ends.

3.3 PAINT APPLICATION

A. General:

1. Materials shall be applied in strict accordance with manufacturer's instructions. Each coat shall be applied at a rate not to exceed manufacturer's recommendation for the type of surface and shall have a dry film thickness not less than that recommended

2. Workmanship: Paint and varnish shall be applied at proper consistency in accordance with best practice, evenly, without sags, drips, runs, brush marks, thin spots or other defects.

3. Sanding: Allow each coat to dry thoroughly before sanding or applying subsequent coats. Lightly sand each coat of varnish and enamel applied to wood or metal with fine sandpaper and wipe clean with a tack rag before the next coat is applied. Avoid cutting through edges.

4. Doors: Tops, bottoms and edges of doors shall be given the same finish as door faces after fitting.

3.4 PAINTING SCHEDULE

A. General:

1. Provide the following paint systems for the various substrates listed:

a. Gypsum Board Walls & Ceilings & Soffits

1 coat	Hirshfield Wall Primer
2 coats	Hirshfield Platinum Ceramic (Eggshell)

b. Hollow Metal Frames & Metal Doors.

2 coat	Hirshfield Enamel, Eggshell

c. Interior wood wainscot & wood ceilings.

1 coat	Hirschfield solid stain clear coat
1 coat	Hirshfield clear polyurethane.

d. Hardwood Cabinets
Hardwood Moldings & Trim

1 coat	Paste Filler
1 coat	Tonetic Wood Satin
2 coats	"38" Clear Finish

e. Exterior:

1. Exterior galvanized ferrous metal

1 coat	primer (if unprimed)
1 coat	Effecto enamel

2. Cement Fiber Siding & Trim

1 coat	primer (if uprimed)
1 coat	Weathergryl eggshell – Professional 100% acrylic exterior coating.

2. Mechanical and Electrical Work

a. Paint exposed surfaces of mechanical and electrical materials and equipment occurring in finished spaces or adjacent to finished surfaces, including grilles, registers, piping, radiation, ducts, conduit, panels and cabinets.

3.5 CLEAN-UP

A. Remove all paint and stain from adjacent surfaces.

B. Touch-up and restore damaged surfaces.

C. Remove all materials and debris.

SECTION 10250
FIRE PROTECTION SPECIALTIES

PART 1 – GENERAL

1.1 DESCRIPTION

A. Work included: Provide fire protection devices where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.

B. Related work: Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1. Section 04220 - Unit Masonry
2. Section 09260 - Gypsum Drywall

1.2 QUALITY ASSURANCE

A. Provide fire extinguishers which are UL-listed and bear UL "Listing Mark" for type, rating, and classification of extinguisher indicated.

1.3 SUBMITTALS

A. Submit shop drawings/product data (Ref.: Section 01340).

PART 2 - PRODUCTS

2.1 FIRE EXTINGUISHER CABINET:

A. Furnish and install where indicated on drawings, the following cabinet as manufactured by Larsen's Manufacturing Company of Minneapolis, Minnesota, or equal:

1. Fully recessed #2712R cabinets as specified on the plans.

2. Cabinet shall have full glass doors with obscure wire glass; "flat trim" for full recess; baked-on white finish and painted by the painting contractor to match the wall color.

2.2 FIRE EXTINGUISHERS:

A. Furnish and install where indicated on drawings: A B C, 6 pound, (install on wall brackets), as manufactured by Badger Powhaten Fire Extinguisher Co., or approved equal.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Install the above fire fighting devices in accordance with manufacturer's instructions.

B. Immediately after the building is fully secure against unauthorized entry, install fully charged fire extinguishers, available for use in extinguishing construction fires.

C. Recharge extinguisher, if used.

SECTION 10800
TOILET ROOM ACCESSORIES

PART 1 – GENERAL

1.1 DESCRIPTION

A. Work included: Provide toilet room accessories where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.

B. Related work: Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1. Section 06100 - Carpentry: Blocking for Accessories

2. Section 09310 – Tile

1.2 QUALITY ASSURANCE

A. Use adequate numbers of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. Comply with Minnesota Statutes and the Americans with Disabilities Act (ADA).

1.3 SUBMITTALS

A. Submit shop drawings/product data (Ref.: Section 01340).

PART 2 - PRODUCTS

2.1 TOILET ACCESSORIES

A. Manufacturer and Type: Equipment by Bobrick Washroom Equipment Company; or approved equal.

B. SCHEDULE:

1. Grab Bars: Bobrick B-6806.99 peened non-slip surface (refer to drawings).
2. Framed Mirrors : B-165 2436
3. Toilet Tissue Dispenser : B-4288
4. KOALA KARE child changing station; KB200-00.
5. Surfaced Mounted Hand Dryer; B-715 115V.
6. Clothes Hook; B-2116.
7. Soap Dispensers by Owner.
8. Solid color reinforced composite toilet partitions, SIERRA SERIES 1096, floor to ceiling mountings.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Install accessories plumb, level and securely anchored, and in accordance with manufacturer's instructions.

B. Clean and polish exposed surfaces.

DIVISION 15
MECHANICAL PERFORMANCE SPECIFICATION

PLUMBING

1.01 WORK INCLUDED

A. The Plumbing Contractor shall furnish all labor, fixtures, equipment, materials and other items as required to provide a complete plumbing system as herein listed and shown on drawings.

1.02 PERMITS AND CODES

A. Comply with the Minnesota State Building and Plumbing Code.

1.03 TESTS

A. All plumbing work shall be inspected, tested and approved by local plumbing inspector.

1.04 HANGERS AND SUPPORTS

A. Furnish and install pipe hangers and supports for all lines as required for proper support. Maximum spacing at 20' o.c..

1.05 DISINFECTING REQUIREMENT

A. Prior to use, disinfect water supply piping per MHD recommendation.

1.06 OUTSIDE UTILITIES

A. Plumbing contractor shall connect to Owners well and septic system.

1.07 PIPING

A. Waste & Vent: P.V.C. schedule #40 and standard weight cast iron or steel galvanized #40 pipe.

B. Water lines: Type M copper with soldered joints.

C. Under floor: Type K copper.

D. Gas piping: Schedule #40 black steel pipe; provide shutoff cock @ each appliance.

1.08 CLEANOUT FITTINGS

A. Install as required by Code; adjustable bronze frame and cover.

1.09 FLOOR DRAINS

A. Josam, JR Smith, Zum or Wade – with nikaloy strainer & P trap.

1.10 OUTSIDE FAUCET

A. Woodford Model #65 brass non-freeze faucet with back flo preventer; set 2 ft. above grade.

PRODUCTS

2.01 PLUMBING FIXTURES

A. Furnish and install plumbing fixtures as listed or approved equal. All fixtures are white; provide stop valves at fixtures and insulated drain/P Trap at lavs.

B. TOILET (HANDICAPPED): American Standard, AF Wall 1.6 Everolean toilet wt. selectronic exposed AC flush valve.

C. WALL-MOUNT SINK: American Standard, Regalyn, 20" x 17" vitreous china with Delta or equal single lever faucet.

D. SERVICE SINK: 24" x 24" x 10" H. molded stone with P Trap and Chicago Faucet #897 with vac breaker mounted 36" up wall – or equal.

E. DRINKING FOUNTAIN: Elkay wall mount; EZH20 bottle filling station with bi-level water cooler; EZSTLG8WSLK, EZSTLG8WSSK.

F. WATER HEATER: Rheem 40 gal. electric or equal.

G. URINAL (H.C.) American Standard; Washbrook 1.0 washout top spud urinal with selectronic exposed AC flush valve.

H. 3 COMPARTMENT S.S. SINK – ELKAY WNSF8345LR or equal. 93" x 27-1/2"

I. GREASE INTERCEPTOR – Zurn GT2701, 30 gallon.

J. HANDWASH SINK – ELKAY; CHSB17162

CODES

Comply with all local and state codes.

TESTING AND ADJUSTING

Provide final balancing, testing and air balance reports.

SITE PLAN NOTES

– REFER TO CIVIL AND LANDSCAPE PLANS FOR ADDITIONAL INFORMATION

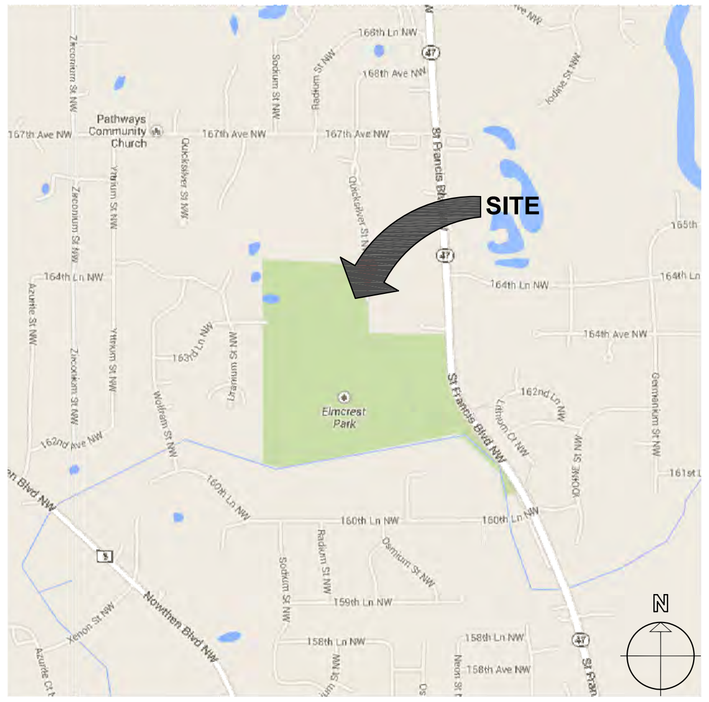
– VERIFY ALL EXISTING CONDITIONS PROIR TO CONSTRUCTION

– THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS WITHIN THE CONTRACT LIMITS AND NOTIFY THE ARCHITECT IMMEDIATELY IN WRITING OF ANY DEVIATION FROM THE CONTRACT DOCUMENTS NECESSATED BY FIELD CONDITIONS OR ITEMS NOT COVERED

SITE PLAN KEYED NOTES

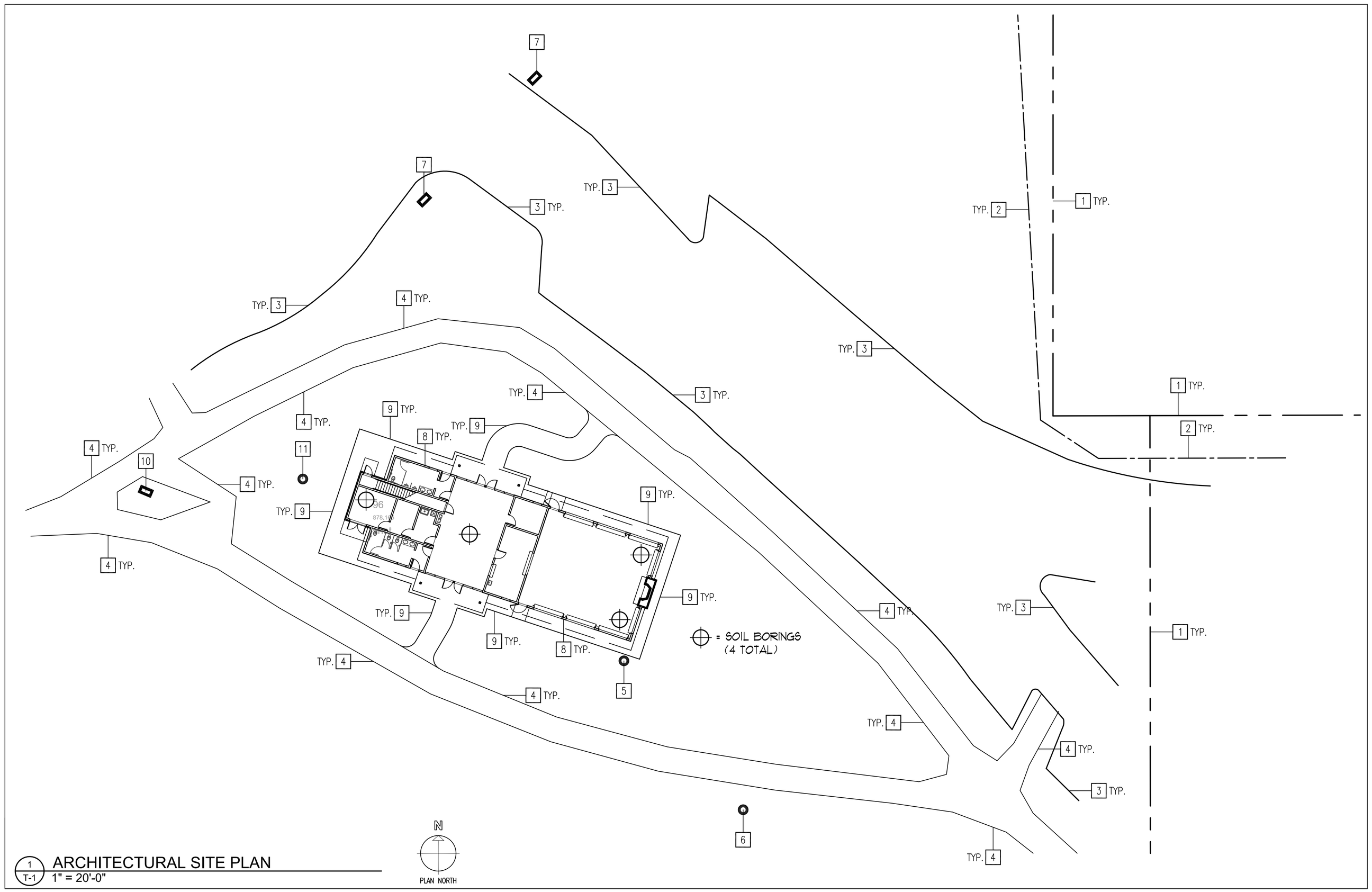
1. EXISTING PROPERTY LINE – REFER TO CIVIL DRAWINGS
2. EXISTING WATERMAIN – REFER TO CIVIL DRAWINGS
3. LINE OF EXISTING TOP OF CURB
4. LINE OF EXISTING BITUMINOUS TRAIL
5. EXISTING PUBLIC GRILL – RELOCATE – VERIFY W/ OWNER
6. EXISTING PUBLIC DRINKING FOUNTAIN
7. EXISTING PARK SIGN – REFER TO CIVIL DRAWINGS AND VERIFY IN FIELD
8. FOOTPRINT OF NEW PARK COMMUNITY BUILDING
9. NEW SIDEWALK AROUND NEW PARK COMMUNITY BUILDING AND TO EXISTING TRAIL
10. EXISTING PARK INFORMATION SIGN – VERIFY IN FIELD
11. EXISTING PUBLIC GRILL

VICINITY MAP



SHEET INDEX

T-1	CODE INFORMATION / VICINITY MAP / CONSULTNATS
A-1	FIRST FLOOR & MEZZANINE FLOOR PLANS
A-2	FIRST FLOOR & MEZZANINE REFLECTED CEILING PLANS
A-2.1	ROOF PLAN / DOOR & ROOM SCHEDULES
A-3	EXTERIOR ELEVATIONS
A-4	EXTERIOR ELEVATIONS
A-5	BUILDING SECTIONS & DETAILS
A-6	WALL SECTIONS & DETAILS
S-1	STRUCTURAL NOTES & TYPICAL DETAILS
S-2	FOUNDATION PLAN & ROOF FRAMING PLAN
S-3	FOUNDATION DETAILS & FRAMING DETAILS
S-4	ROOF TRUSS DETAILS



1 / T-1 ARCHITECTURAL SITE PLAN
1" = 20'-0"

CODE INFORMATION

BUILDING:	2007 MINNESOTA STATE BUILDING CODE BASED ON 2006 INTERNATIONAL BUILDING CODE WITH AMENDMENTS
PLUMBING:	2009 MINNESOTA STATE PLUMBING CODE - CHAPTER 4715
MECHANICAL:	2009 MINNESOTA STATE MECHANICAL CODE BASED ON 2006 INTERNATIONAL MECHANICAL CODE WITH AMENDMENTS
ELECTRICAL:	2011 NATIONAL ELECTRICAL CODE
FIRE:	MINNESOTA STATE FIRE CODE
ENERGY:	MINNESOTA STATE ENERGY CODE
ACCESSIBILITY:	MINNESOTA ACCESSIBILITY CODE

CODE EVALUATION

CODE REVIEW

Elmcrest Park, Ramsey, MN

CODE: 2007 MSBC

OCCUPANCY TYPE: Group B & A-3
(Non-separated 508.3.2)

TYPE OF CONSTRUCTION: V-B (602)
(903.2.1.3)

BUILDING LIMITATIONS: (TABLE 5-B) & (508.3.2.2)

ALLOWABLE AREA:	6,000 SF
AREA MODIFCATIONS (SECTION 506)	NA
FRONTAGE FOUR SIDES & SPRINKLERED	
xxx + [xxx X .75] + [xxx SF X 2] = xxx SF	
ALLOWABLE AREA	6,000 SF
ACTUAL AREA	4,300 SF +/-
ALLOWABLE HEIGHT:	1 Story
ACTUAL HEIGHT:	1 Story with mezzanine (505.2 & 505.4 exception 1)

OCCUPANT LOAD: (TABLE 10-B)

Group B 2000 SF / 100 =	20 OCCUPANTS
Gathering Area 748 SF / 15 =	49 OCCUPANTS
Picnic Area 1500 ST / 15 =	100 OCCUPANTS
TOTAL OCCUPANT LOAD FACTOR	169 OCCUPANTS

EXIT WIDTH: (TABLE 10-B)
REQUIRED EXIT WIDTH
STAIRS: 0.2 x 5 occupants = **N/A** (44" MINIMUM)

OTHER COMPONENTS: 0.15 x 169 = 26" / 2 EXITS = 13" EACH (44" MINIMUM)

EXIT WIDTH PROVIDED:
MINIMUM STAIR WIDTH **44"**
MINIMUM CORRIDOR WIDTH **44"**
2 EXITS PROVIDED @ MINIMUM DOOR OPENING OF 32" FOR EACH 36" DOOR

MAXIMUM TRAVEL DISTANCE: 200'

FIRE RESISTANCE REQUIREMENTS: (TABLE 601)

BEARING WALLS—EXTERIOR:	0
BEARING WALLS—INTERIOR:	0
NONBEARING WALLS—EXTERIOR:	0
STRUCTURAL FRAME:	0
PARTITIONS—PERMANENT:	0
SHAFT ENCLOSURES:	0
FLOORS AND FLOOR—CEILINGS:	0
ROOFS AND ROOF—CEILINGS:	0

CONSULTANTS

PROJECT

ELMCREST PARK
COMMUNITY BUILDING
16603 QUICKSILVER STREET N.W.
RAMSEY, MINNESOTA 55303

CLIENT

CITY OF RAMSEY
PARKS AND PUBLIC WORKS
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PHONE: (612) 418-9517 FAX: (763) 541-0056
MIKE FOWLER

GENERAL CONTRACTOR

T.B.D.
-
-
-
-

Studio 55 Architects, LLP
10700 Highway 55, suite 317
Plymouth, MN 55441
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studio55architects.com

ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

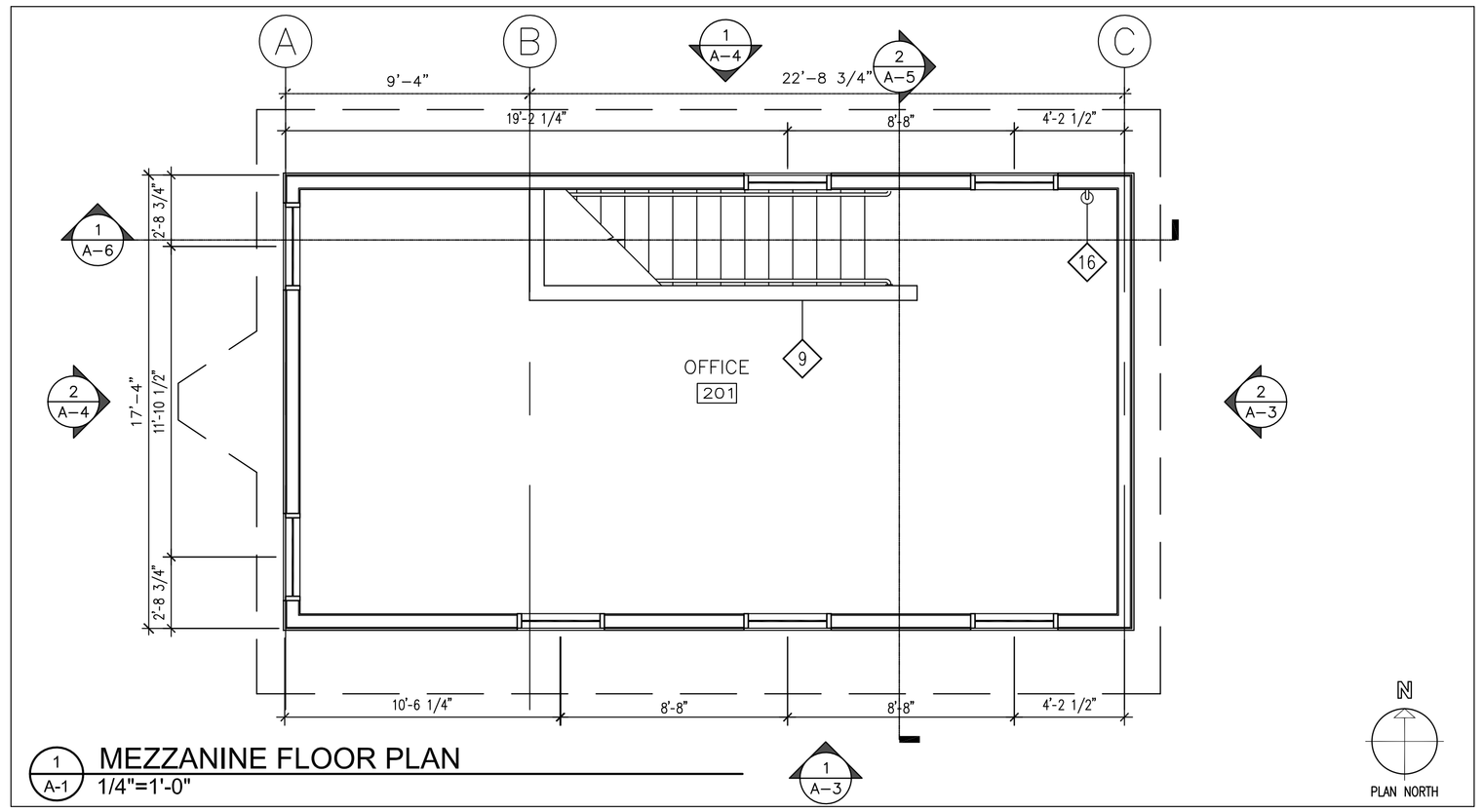
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Printed Name: Bruce P. Bissonnette

Signature:

Date: 10/25/13 License #: 23532

Project	13–0110–01
Date	10/25/13
Drawn by	B.J.R.
Checked by	B.P.B.
Drawing Number	T-1



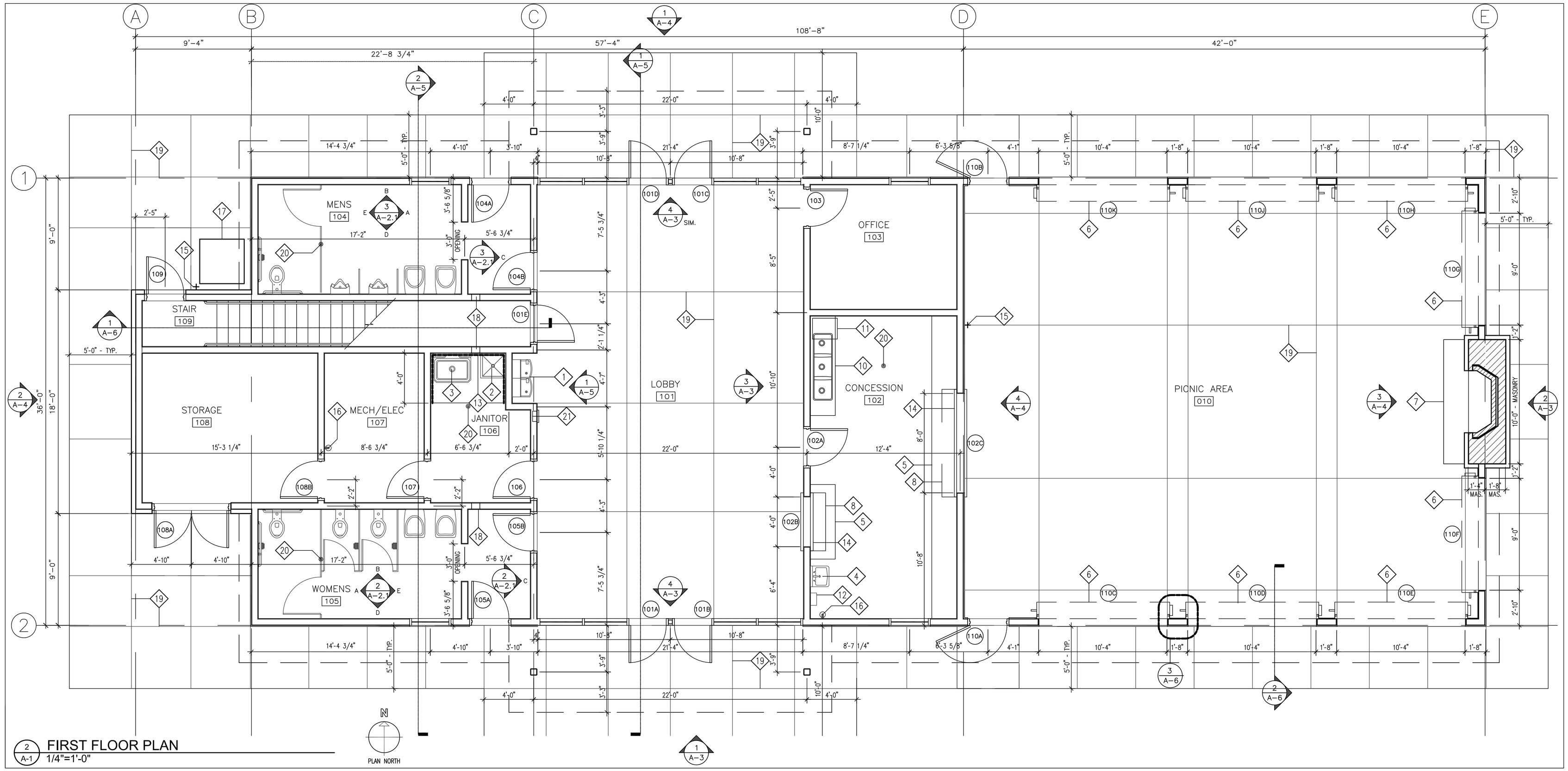
1 A-1 MEZZANINE FLOOR PLAN
1/4"=1'-0"

FLOOR PLAN NOTES

- VERIFY WITH OWNER FOR REQUIRED WALL BACKING/BLOCKING
- VERIFY WITH OWNER FOR PAINT COLORS AND LOCATIONS
- ALL WORK MUST BE PREFORMED TO INDUSTRY STANDARDS
- ALL EXPOSED SURFACES TO BE PREPARED TO RECIEVE NEW FINISHES
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FLOOR PLAN KEYED NOTES

1. TWO STATION WALL MOUNTED WATER COOLERS – BARRIER-FREE ACCESS – PROVIDE FULL HEIGH CERAMIC TILE ON PERIMETER WALLS
2. 24" X 24" MOP SINK – PROVIDE F.R.P. SURROUND – 2 SIDES
3. JANITOR SINK – PROVIDE F.R.P. SUROUND
4. WALL MOUNTED STAINLESS STEEL HAND-WASH SINK
5. STAINLESS STEEL COUNTERS
6. DASHED LINE INDICATES 24 GAUGE STEEL COILING DOOR (8 THUS) – REFER TO DOOR SCHEDULE
7. CONCRETE BLOCK-STONE VENEER FIREPLACE – REFER TO 2/A-3 AND 3/A-4
8. DASHED LINE INDICATES INSULATED COIL COUNTER HEIGHT DOOR – REFER TO DOOR SCHEDULE
9. 3'-0" HIGH WALL AT STAIR OPENING – REFER TO 1/A-6
10. 3 COMPARTMENT STAINLESS STEEL SINK
11. IN FLOOR 30 GALLON GREASE TRAP
12. HAND TOWEL DISPENSER
13. F.R.P. TO 8'-0" A.F.F.
14. STAINLESS STEEL SILL
15. HOSE BIB
16. FIRE EXTINGUISHER
17. AIR CONDITIONING UNIT LOCATION
18. 8" x 8" ACCESS PANEL – SILL @ 1'-0" A.F.F. – PROVIDE FIRE-RATED ACCESS PANELS WHERE REQUIRED
19. CONTROL JOINT IN CONCRETE SLAB – TYPICAL
20. FLOOR DRAIN
21. FIRE EXTINGUISHER AND RECESSED CABINET



2 A-1 FIRST FLOOR PLAN
1/4"=1'-0"

STUDIO 55 ARCHITECTS

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ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

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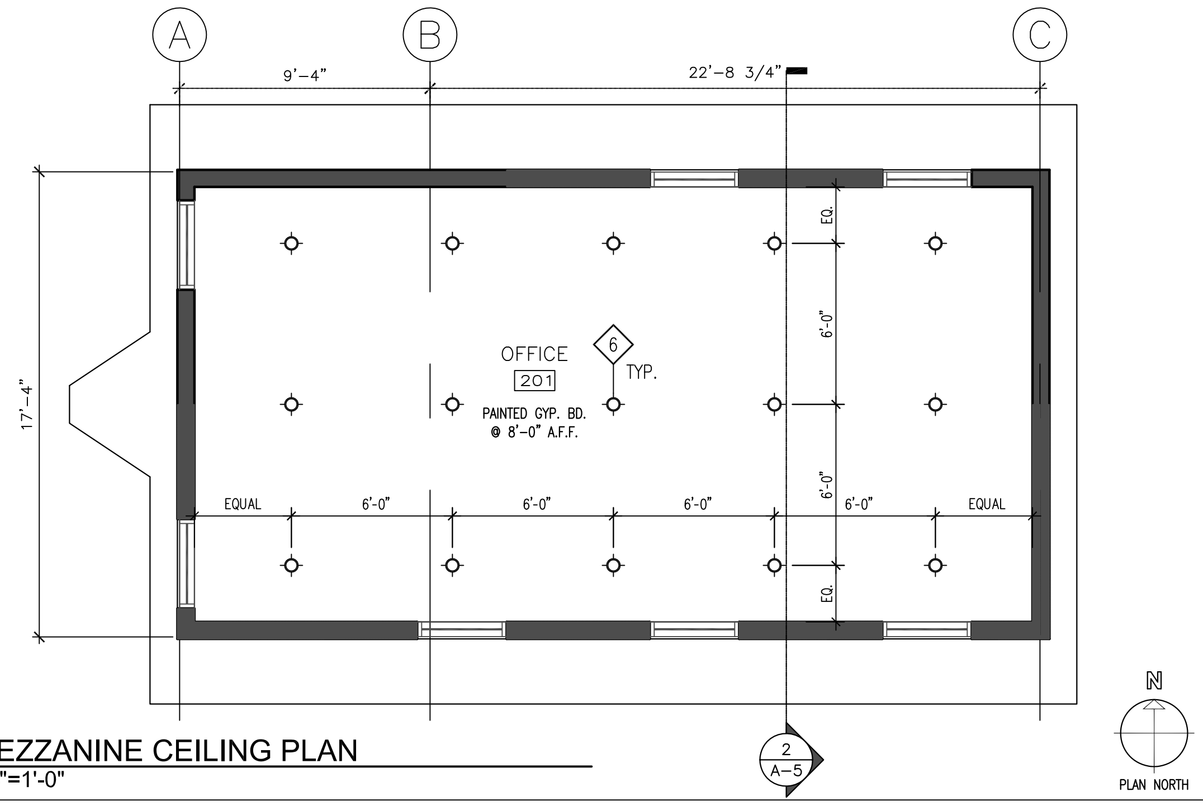
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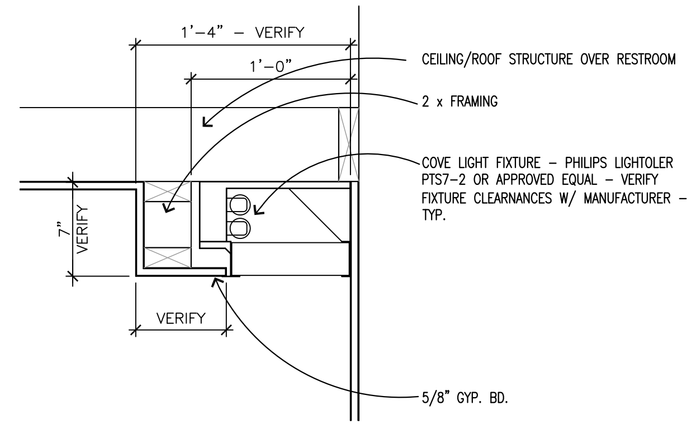
1 A-2 MEZZANINE CEILING PLAN
1/4"=1'-0"

CEILING PLAN NOTES

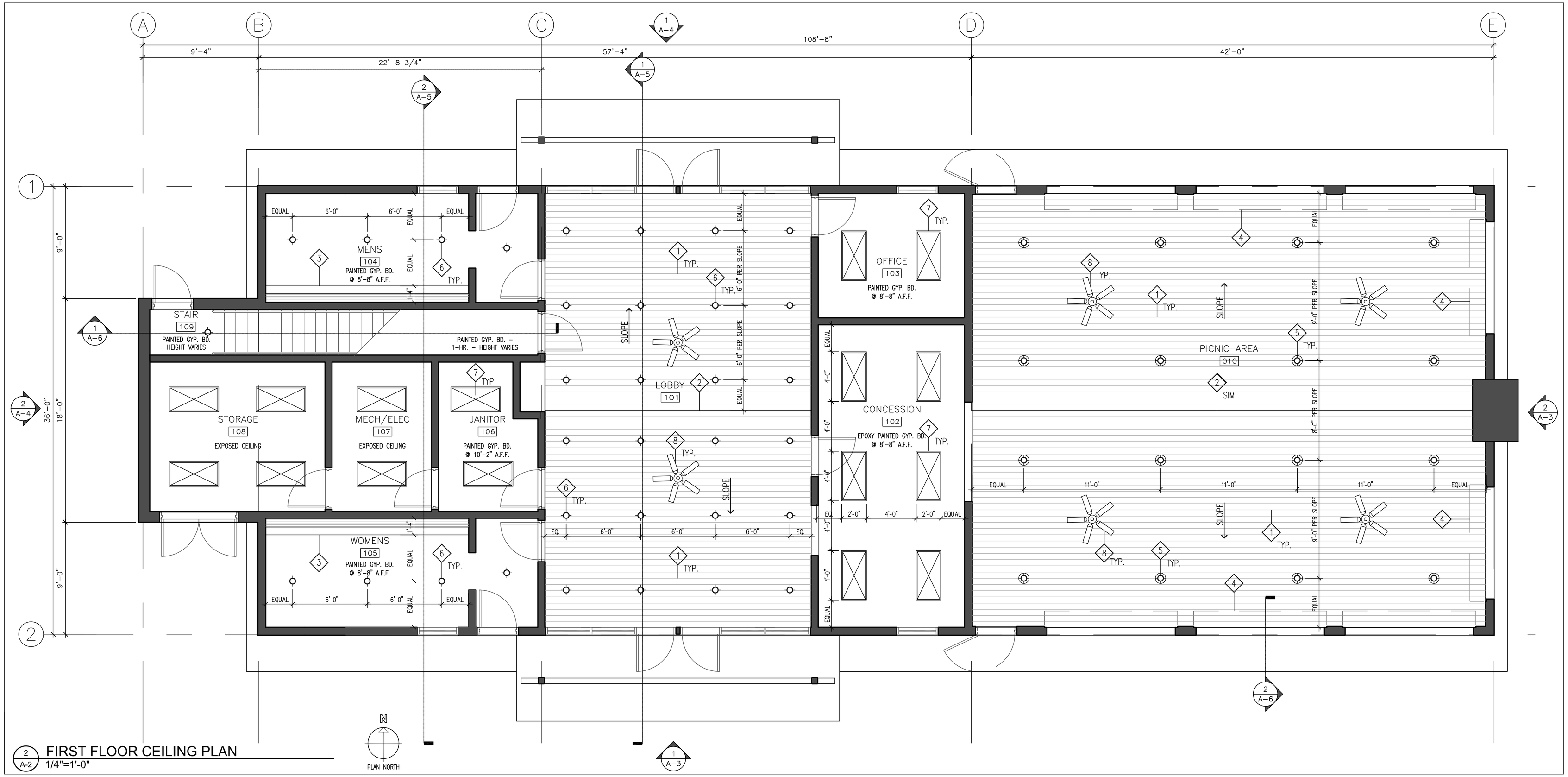
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CEILING PLAN KEYED NOTES

1. 1 x 6 PINE – TONGUE AND GROOVE – STAINED AND VARNISH – SLOPED
2. HIGH POINT OF SLOPED CEILING – REFER TO 1/A-5 – SIMILAR AT PICNIC AREA
3. LIGHT COVE – REFER TO 3/A-2
4. STEEL COIL ROLLING DOORS IN PICNIC AREA – REFER TO 2/A-6
5. SURFACE MOUNTED – VANDEL RESISTANCE – HUBBELL LIGHTING HERCULES "HV" SERIES OR APPROVED EQUAL
6. RECESSED LIGHT FIXTURE – TYPICAL
7. 2 x 4 FLUORSCENT LIGHT FIXTURE – SURFACE MOUNT – TYPICAL
8. CEILING FAN – 6 TOTAL – TYPICAL



3 A-2 LIGHT COVE DETAIL
1-1/2"=1'-0"



2 A-2 FIRST FLOOR CEILING PLAN
1/4"=1'-0"

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ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

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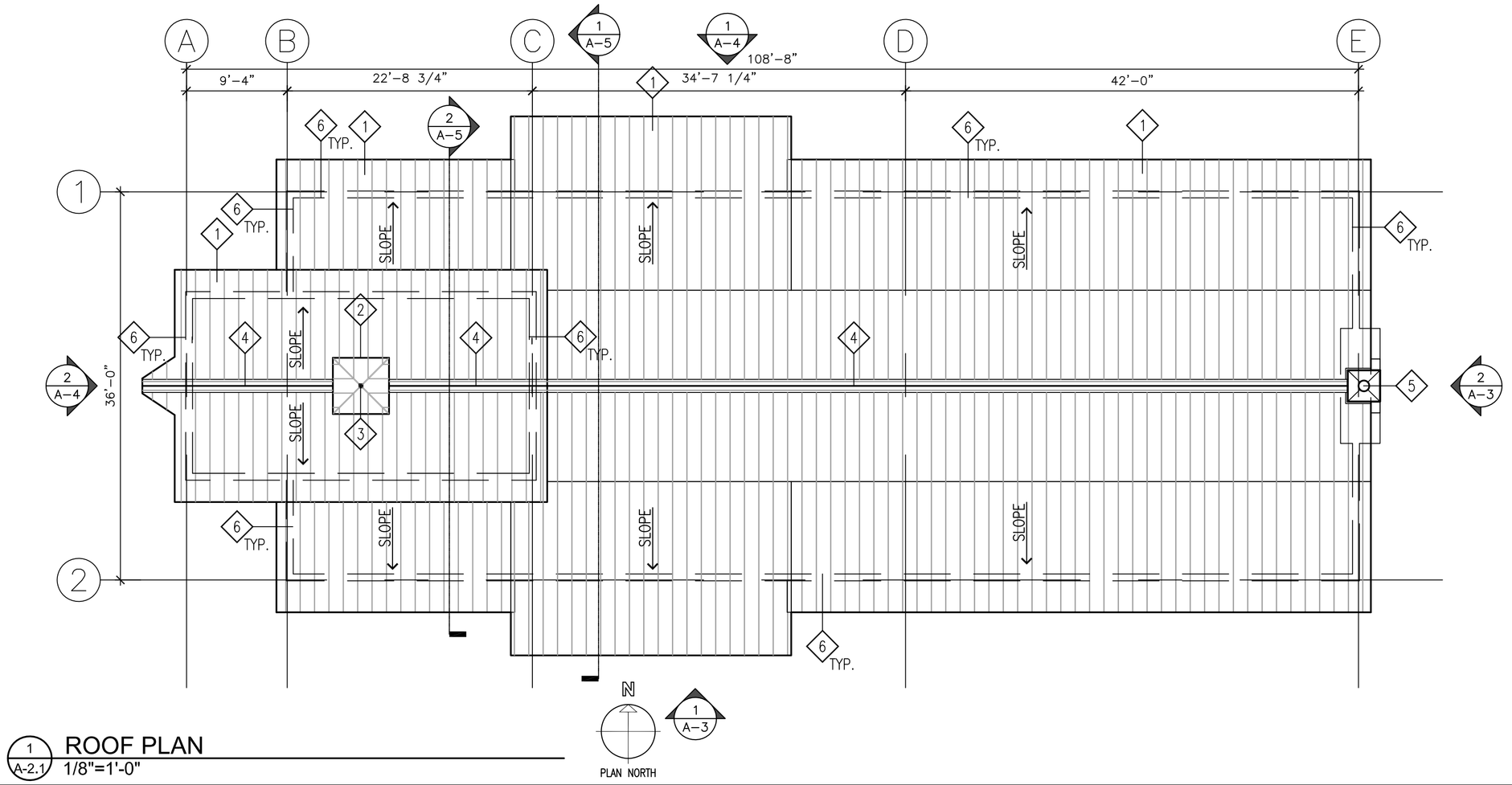
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Date	10/25/13
Drawn by	B.J.R.
Checked by	B.P.B.

Drawing Number **A-2**



1 A-2.1 ROOF PLAN
1/8"=1'-0"

ROOF PLAN KEYED NOTES

1. 24 GAUGE PREFINISHED METAL ROOF SYSTEM – SMALL BATTENS @ 16" O.C.
2. MECHANICAL COUPLA W/ PREFINISHED METAL ROOF SYSTEM
3. DECORATIVE FINIAL ON TOP OF COUPLA
4. RIDGE VENT TO MATCH PREFINISHED METAL ROOF SYSTEM
5. FIREPLACE FLUE W/ STACK CAP
6. DASHED LINE INDICATES LINE OF EXTERIOR WALL BELOW

ROOF PLAN NOTES

- VERIFY WITH OWNER FOR REQUIRED WALL BACKING/BLOCKING
- VERIFY WITH OWNER FOR PAINT COLORS AND LOCATIONS
- ALL WORK MUST BE PREFORMED TO INDUSTRY STANDARDS
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- PAINT EXTERIOR DOORS AND FRAMES TO MATCH ADJACENT COLOR – VERIFY

ROOM FINISH SCHEDULE

ROOM NO	ROOM NAME	FLOOR	WALLS		BASE	CEILING		NOTES
			MAT'L	FINISH		MATL	HEIGHT	
101	LOBBY	POLISHED CONC.	GYP. BD.	PAINT/WOOD	WOOD	WOOD	9'-0" ±	SEE 1, 2, & 3
102	CONCESSION	TILE	GYP. BD.	F.R.P.	TILE	GYP. BD.	9'-0"	SEE 1
103	OFFICE	POLISHED CONC.	GYP. BD.	PAINT	WOOD	GYP. BD.	9'-0"	SEE 1
104	MENS	TILE	GYP. BD.	PAINT/TILE	TILE	GYP. BD.	9'-0"	SEE 1, 4, & 5
105	WOMENS	TILE	GYP. BD.	PAINT/TILE	TILE	GYP. BD.	9'-0"	SEE 1, 4, & 5
106	JANITOR	CONCRETE	GYP. BD.	PAINT/F.R.P.	WOOD	GYP. BD.	9'-0"	SEE 1
107	MECH./ELEC.	CONCRETE	GYP. BD.	PAINT	WOOD	GYP. BD.	9'-0"	SEE 1
108	MECH./ELEC.	CONCRETE	GYP. BD.	PAINT	WOOD	GYP. BD.	9'-0"	SEE 1
109	STAIR	CONCRETE/CARPET	GYP. BD.	PAINT	WOOD	GYP. BD.	VARIES	SEE 1
110	PICNIC AREA	CONCRETE	GYP. BD.	PAINT/WOOD	WOOD	WOOD	9'-0" ±	SEE 1, 2, & 3
201	OFFICE	CARPET	GYP. BD.	PAINT	WOOD	GYP. BD.	8'-0"	SEE 1

FINISH SCHEDULE NOTES

1. TAPE, SAND AND PAINT GYP. BD. AND PAINT
2. ROUGH-SAWN WOOD WAINSCOT – RANDOM WIDTH – VERTICAL
3. 1 x 6 TONGUE AND GROOVE PINE – STAINED AND VARNISH – SLOPED
4. PAINT WALLS EPOXY PAINT – WHITE
5. LIGHT COVE SOFFIT
6. –

ROOM FINISH GENERAL NOTES

– FLAME SPREAD AND SMOKE DEVELOPMENT REQUIREMENTS SHALL BE MET ON ALL INTERIOR FINISHES PER 2006 INTERNATIONAL BUILDING CODE TABLE 803.5

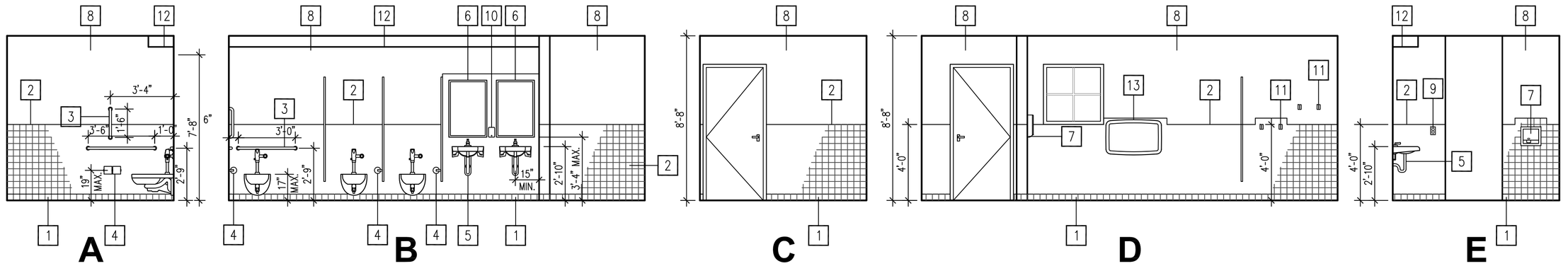
– PAINT EXTERIOR DOORS AND FRAMES TO ADJACENT WALL COLOR

DOOR SCHEDULE

DOOR NO	DOOR SIZE WD	HGT	THK	MATL	GLAZ	TYPE	HDWARE	FRAME MATL	FRAME TYPE	NOTES
101A	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	9	ALUM.	1	ALUM. ENTRY DOOR AND ADJACENT WINDOWS
101B	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	9	ALUM.	1	ALUM. ENTRY DOOR AND ADJACENT WINDOWS
101C	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	9	ALUM.	1	ALUM. ENTRY DOOR AND ADJACENT WINDOWS
101D	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	10	ALUM.	1	ALUM. ENTRY DOOR AND ADJACENT WINDOWS
101E	3'-0"	7'-0"	1 3/4"	H.M.	–	B	4	H.M.	2	20 MINUTE FIRE-RATED ASSEMBLY – STAINLESS STEEL KICKPLATE
102A	3'-0"	7'-0"	1 3/4"	H.M.	–	B	1	H.M.	2	STAINLESS STEEL KICKPLATE
102B	4'-0"	–	–	ALUM.	–	D	–	STEEL	–	COUNTER HEIGHT ROLLING ALUM. DOOR
102C	8'-0"	–	–	ALUM.	–	D	–	STEEL	–	COUNTER HEIGHT ROLLING ALUM. DOOR
103	3'-0"	7'-0"	1 3/4"	H.M.	–	B	2	H.M.	2	STAINLESS STEEL KICKPLATE
104A	3'-0"	7'-0"	1 3/4"	H.M.	–	C	8	H.M.	2	STAINLESS STEEL KICKPLATE
104B	3'-0"	7'-0"	1 3/4"	H.M.	–	B	7	H.M.	2	STAINLESS STEEL KICKPLATE
105A	3'-0"	7'-0"	1 3/4"	H.M.	–	C	8	H.M.	2	STAINLESS STEEL KICKPLATE
105B	3'-0"	7'-0"	1 3/4"	H.M.	–	B	7	H.M.	2	STAINLESS STEEL KICKPLATE
106	3'-0"	7'-0"	1 3/4"	H.M.	–	B	5	H.M.	2	STAINLESS STEEL KICKPLATE
107	3'-0"	7'-0"	1 3/4"	H.M.	–	B	3	H.M.	2	STAINLESS STEEL KICKPLATE
108A	3'-0"	7'-0"	1 3/4"	H.M.	–	C	6	H.M.	2	PAIR OF DOORS / STAINLESS STEEL KICKPLATE
108B	3'-0"	7'-0"	1 3/4"	H.M.	–	B	3	H.M.	2	STAINLESS STEEL KICKPLATE
109	3'-0"	7'-0"	1 3/4"	H.M.	–	C	1	H.M.	2	STAINLESS STEEL KICKPLATE
110A	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	5	ALUM.	–	ALUM. ENTRY DOOR
110B	3'-0"	7'-0"	1 3/4"	ALUM.	–	A	5	ALUM.	–	ALUM. ENTRY DOOR
110C	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110D	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110E	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110F	9'-0"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110G	9'-0"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110H	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110J	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR
110K	10'-4"	7'-0"	–	STEEL	–	E	–	STEEL	–	PREFINISHED COMMERCIAL ROLLING 24 GA. STEEL DOOR

– FLAME SPREAD AND SMOKE DEVELOPMENT REQUIREMENTS SHALL BE MET ON ALL INTERIOR FINISHES PER 2006 INTERNATIONAL BUILDING CODE TABLE 803.5

– PAINT EXTERIOR DOORS AND FRAMES TO MATCH ADJACENT WALL COLOR – VERIFY



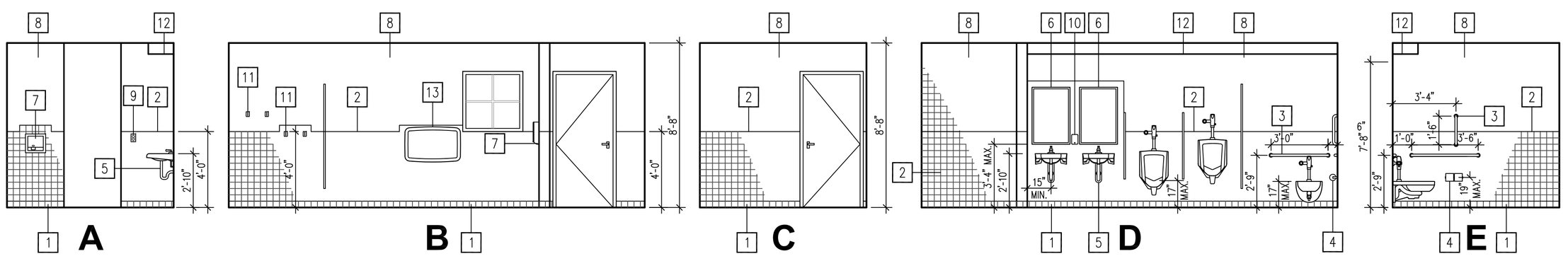
2 A-2.1 WOMENS RESTROOM ELEVATIONS
1/4"=1'-0"

RESTROOM ELEVATIONS KEYED NOTES

1. TILE COVED BASE – VERIFY COLOR W/ OWNER
2. 4'-0" HIGH CERAMIC WALL TILE WAINSCOT – RAISE TILE AROUND WALL HUNG FIXTURES/ACCESSORIES – INSTALLED BY CONTRACTOR
3. HORIZONTAL GRAB BARS IN EACH TOILET ROOM – MOUNT 2'-9" A.F.F. AND 18" VERTICAL GRAB BAR
4. TOILET TISSUE DISPENSER – DOUBLE ROLL
5. INSULATE WATER SUPPLY AND DRAIN LINES – TYPICAL
6. 24" X 36" LAVATORY MIRROR – MOUNT BOTTOM AT 3'-4" A.F.F.
7. ELECTRIC HAND DRYER
8. EPOXY PAINT ABOVE CERAMIC TILE WAINSCOT
9. G.F.I. ELECTRICAL OUTLET – VERIFY W/ ELECTRICAL CONTRACTOR
10. SOAP DISPENSER – BY OWNER
11. COAT HOOKS – TYPICAL
12. LIGHT COVE – REFER TO 3/A-2
13. BABY CHANGING STATION – VERTICAL WALL MOUNTED – PROVIDE REQUIRED WALL BACKING/BLOCKING – VERIFY COLOR W/ OWNER – VERIFY ALL ACCESSIBILITY CLEARANCE REQUIREMENTS

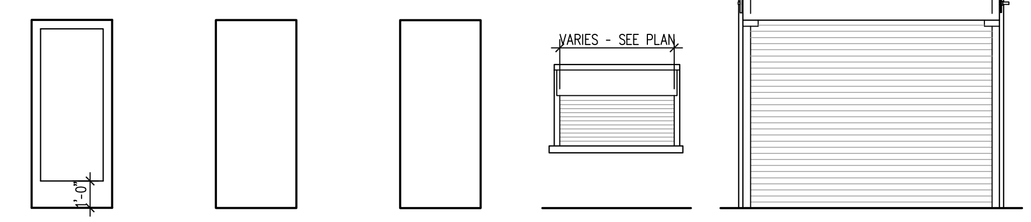
RESTROOM NOTES

- PROVIDE BARRIER FREE STANDARDS PER ACCESSIBILITY CODES
- PROVIDE BACKING/BLOCKING IN WALLS FOR ALL TOILET ROOM ACCESSORIES
- VERIFY WITH OWNER FOR PAINT COLORS AND LOCATIONS
- SLOPE RESTROOM FLOORS TO FLOOR DRAINS FOR POSITIVE DRAINAGE – TYP.
- SINKS, TOILETS AND URINAL TO HAVE CONCEALED ARM CARRIERS
- LIGHTS ON PHOTO CELL W/ TIMERS



3 A-2.1 MENS RESTROOM ELEVATIONS
1/4"=1'-0"

DOOR / FRAME TYPES



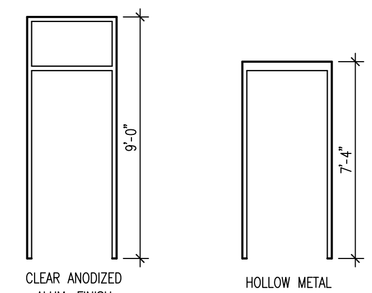
36" x 84" CLEAR ANODIZED ALUM. FINISH, GLASS IS 5/8" TEMPERED INSLUATED — **A**

36" x 84" HOLLOW METAL, INSULATED — **B**

36" x 84" HOLLOW METAL — **C**

ALUM. COIL — **D**

STEEL COIL — **E**



CLEAR ANODIZED ALUM. FINISH — **1**

HOLLOW METAL — **2**

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RAMSEY, MINNESOTA

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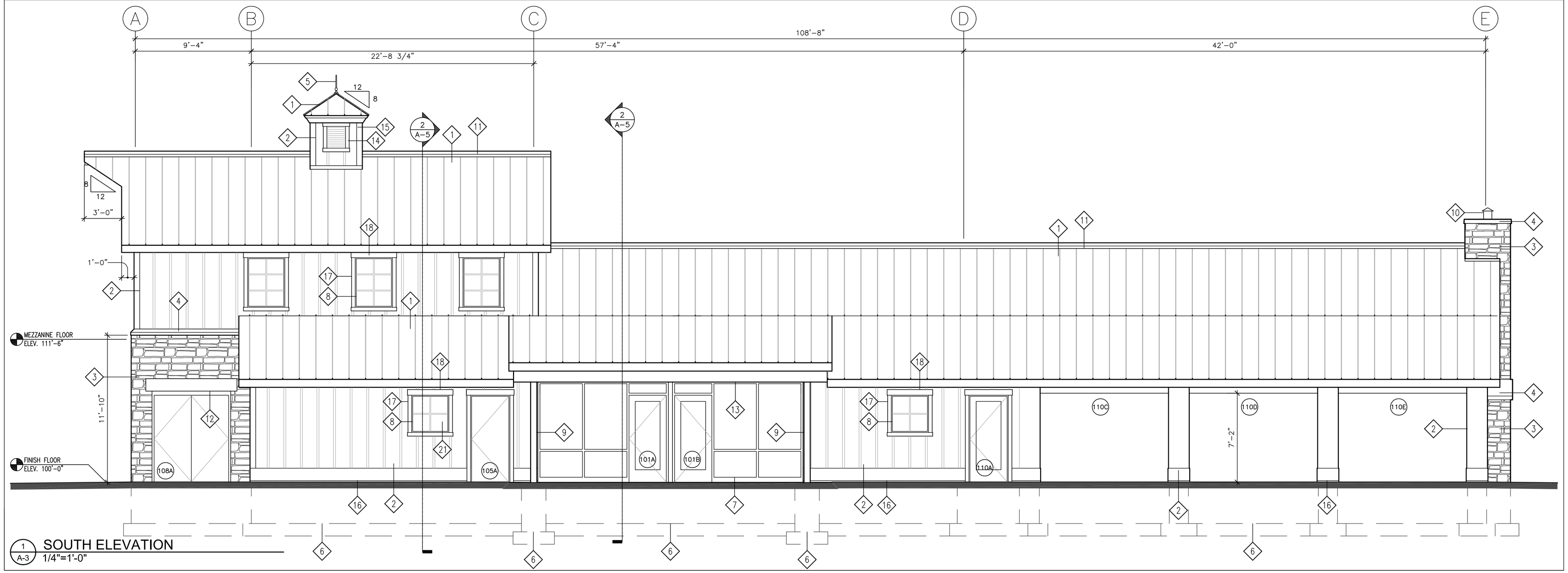
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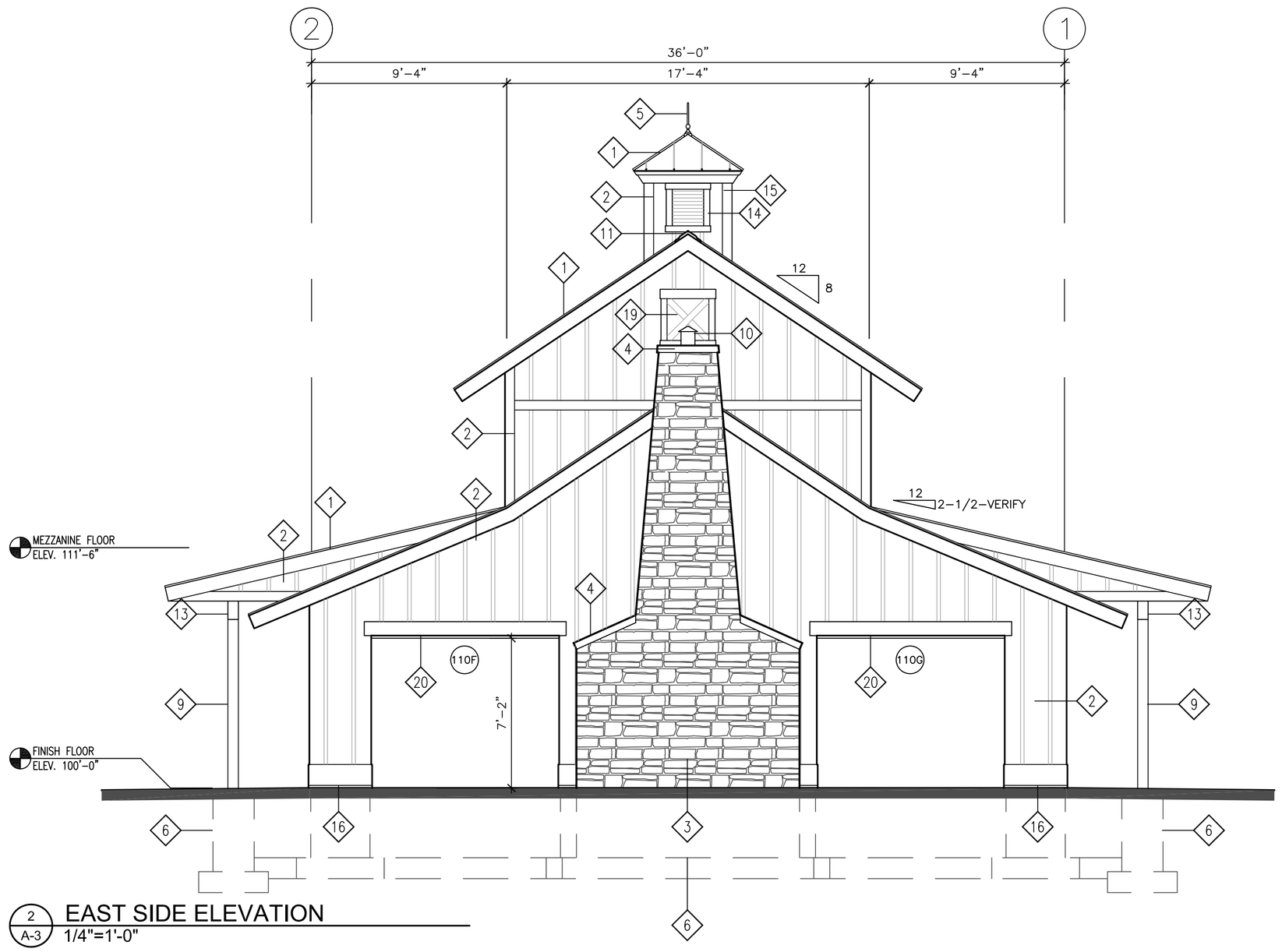
Signature:

Date: 10/25/13 License #: 23532

Project	13-0110-01
Date	10/25/13
Drawn by	B.J.R.
Checked by	B.P.B.
Drawing Number	A-2.1



1 A-3 SOUTH ELEVATION
1/4"=1'-0"



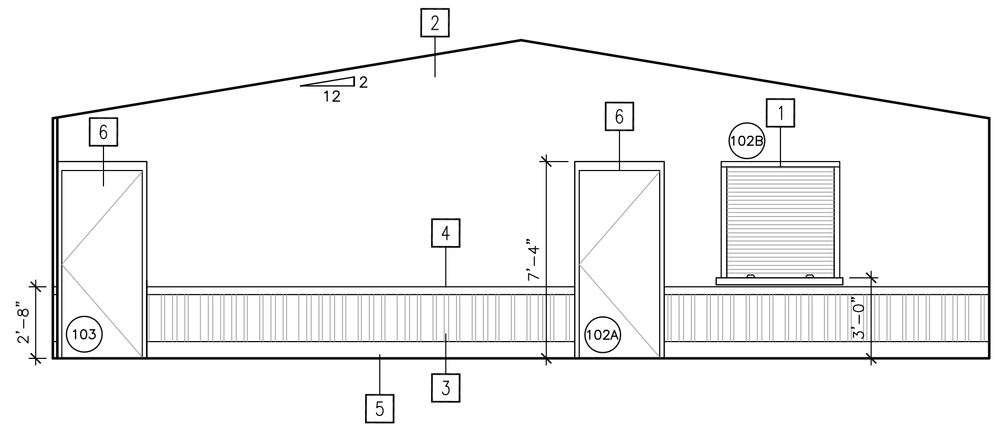
2 A-3 EAST SIDE ELEVATION
1/4"=1'-0"

ELEVATION NOTES

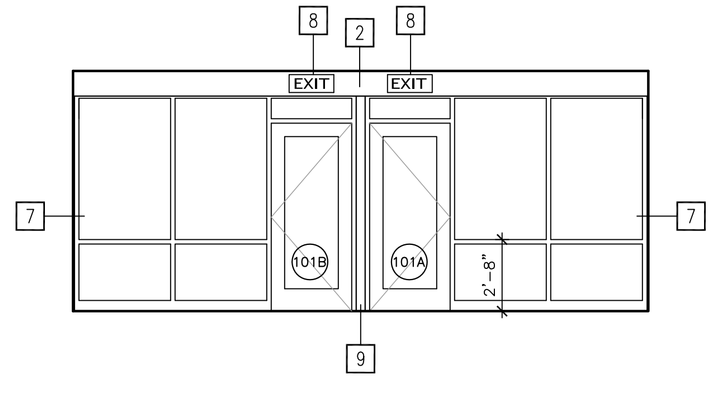
- VERIFY WITH OWNER FOR REQUIRED WALL BACKING/BLOCKING
- EXTERIOR OF H.M. DOORS & FRAMES SHALL BE PAINTED TO MATCH COLOR OF ADJACENT MATERIAL
- ALL WORK MUST BE PREFORMED TO INDUSTRY STANDARDS
- THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS WITHIN THE CONTRACT LIMITS AND NOTIFY THE ARCHITECT IMMEDIATELY IN WRITING OF ANY DEVIATION FROM THE CONTRACT DOCUMENTS NECESSIATED BY FIELD CONDITIONS OR ITEMS NOT COVERED
- ALL WORK SHALL BE IN COMPLIANCE WITH FEDERAL, STATE AND LOCAL CODES
- VERIFY GRADE W/ CIVIL DRAWINGS – CONT. THRU-WALL FLASHING TO REMAIN ABOVE GRADE AT ALL TIMES – TYP.

ELEVATION KEYED NOTES

1. 24 GAUGE PREFINISHED METAL ROOF SYSTEM – SMALL BATTENS @ 16" O.C.
2. FIBER CEMENT VERTICAL SIDING, TRIM, & BATTENS
3. MANUFACTURED STONE VENEER
4. STONE CAP – BY STONE VENEER MANUFACTURER
5. DECORATIVE FINIAL ON TOP OF COUPLA
6. DASHED LINE INDICATES CONCRETE FOOTING AND FOUNDATION – REFER TO STRUCTURAL DRAWINGS
7. ALUM. STOREFRONT SYSTEM WITH 1" INSULTED GLAZING
8. WOOD WINDOW SYSTEM W/ 1" INSULATED GLAZING
9. STEEL COLUMN – PAINTED
10. FLUE W/ METAL SCREEN/CAP
11. CONTINUOUS RIDGE VENT – TYPICAL
12. MANUFACTURED STONE LINTEL OVER DOOR
13. BEAM TRIMMED OUT W/ FIBER CEMENT TRIN
14. LOUVER W/ INSECT SCREEN
15. 4'–0" x 4'–0" MECHANICAL COUPLA
16. 12" FIBER CEMENT TRIM BOARD – TYPICAL
17. 4" FIBER CEMENT TRIM BOARD – TYPICAL
18. 6" FIBER CEMENT TRIM BOARD – TYPICAL
19. FAUX OPENING TRIM AS SHOWN – TYPICAL
20. 8" FIBER CEMENT TRIM BOARD – TYPICAL
21. FROSTED GLASS



3 A-3 INTERIOR ELEVATION
1/4"=1'-0"



4 A-3 INTERIOR ELEVATION
1/4"=1'-0"

INTERIOR ELEVATIONS KEYED NOTES

1. COUNTER HEIGHT ROLLING ALUM. DOOR – REFER TO DOOR SCHEDULE
2. PAINTED GYP. BD.
3. VERTICAL WOOD WAINSCOT – RANDOM WIDTHS
4. 2 X 4 WOOD TRIM
5. 2 X 8 WOOD BASE
6. WOOD DOOR W/ H.M. FRAMES – REFER TO DOOR SCHEDULE
7. 1" INSULATED WINDOW SYSTEM W/ ALUM. STOREFRONT FRAMING – REFER TO DOOR SCHEDULE
8. EMERGENCY EXIT LIGHT – PROVIDED AND INSTALLED BY ELECTRICAL CONTRACTOR
9. BREAK METAL COVER OVER STRUCTURAL COLUMN – COLOR TO MATCH ALUM. WINDOW FRAMES

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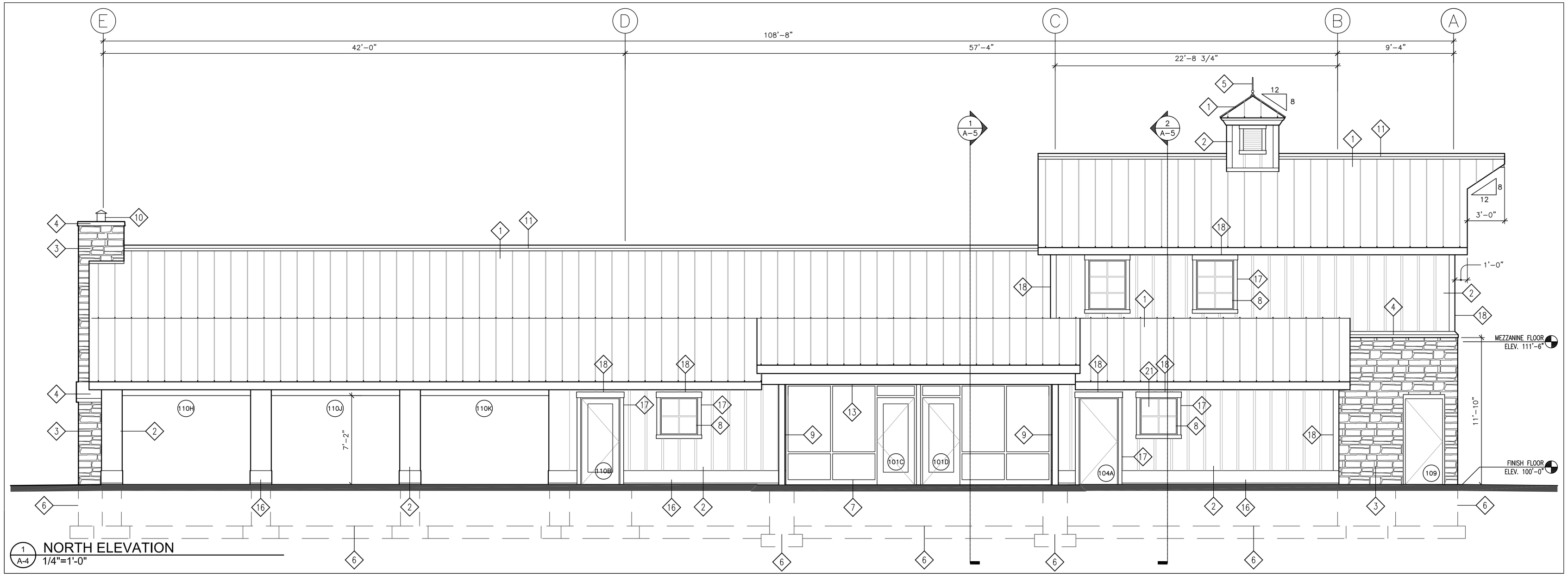
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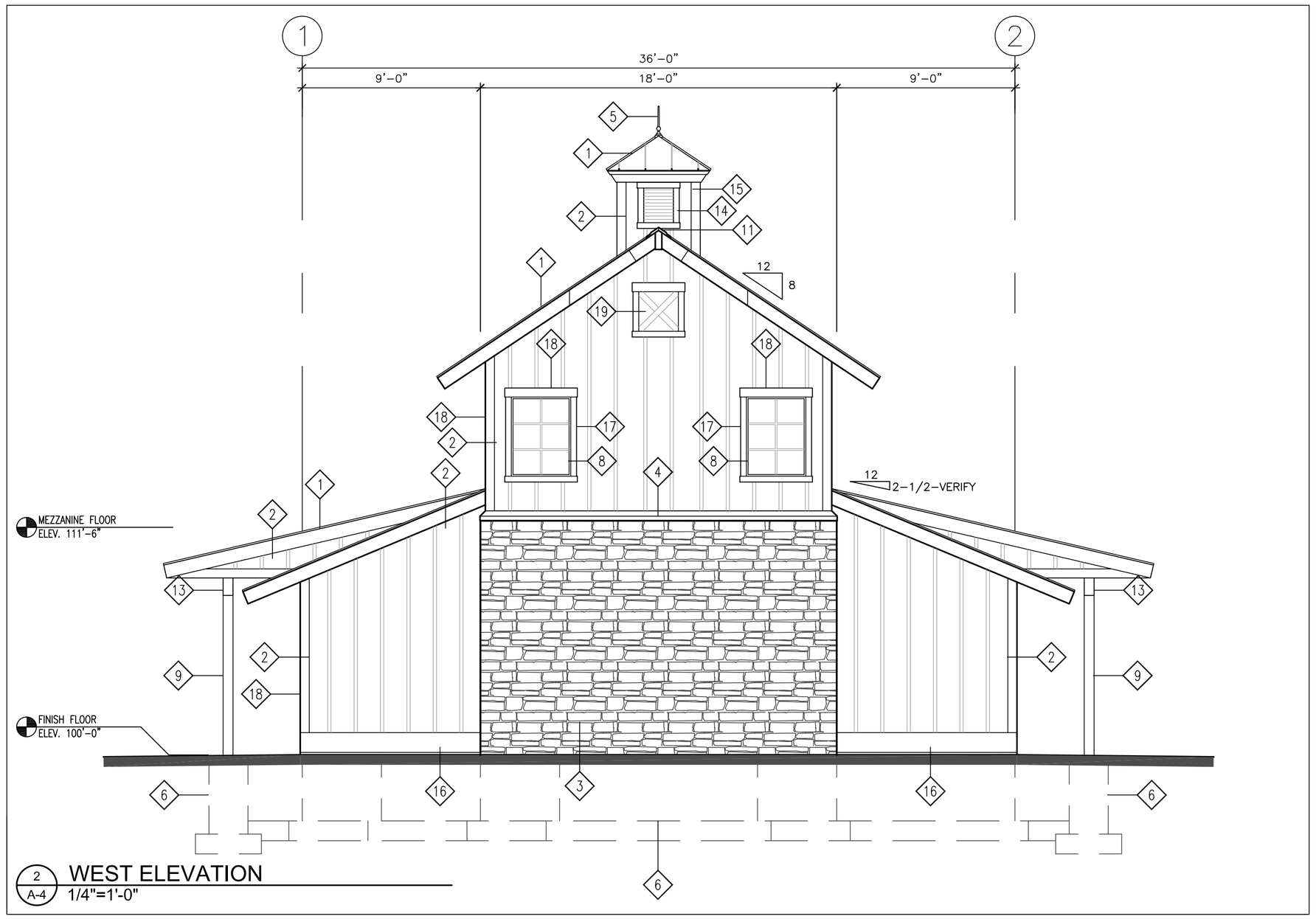
Signature:

Date: 10/25/13 License #: 23532

Project	13–0110–01
Date	10/25/13
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Checked by	B.P.B.
Drawing Number	A-3



1 A-4 NORTH ELEVATION
1/4"=1'-0"



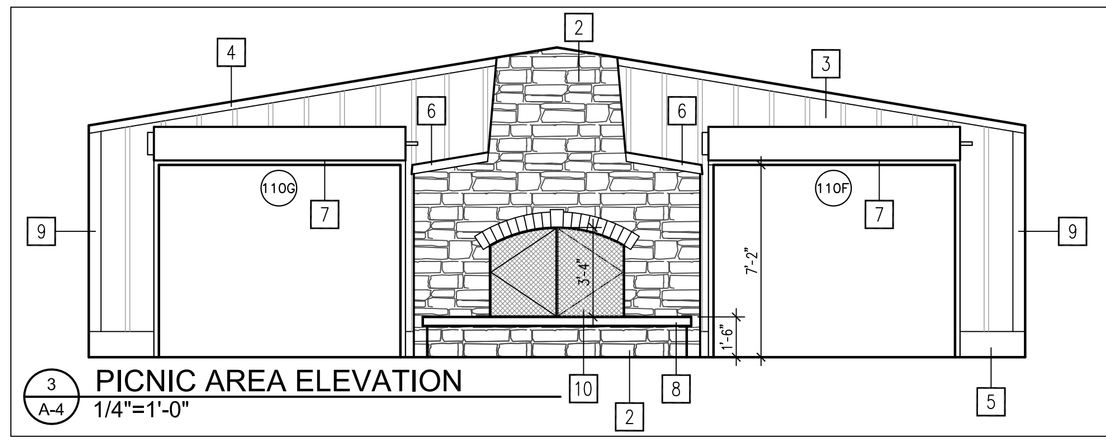
2 A-4 WEST ELEVATION
1/4"=1'-0"

ELEVATION NOTES

- VERIFY WITH OWNER FOR REQUIRED WALL BACKING/BLOCKING
- EXTERIOR OF H.M. DOORS & FRAMES SHALL BE PAINTED TO MATCH COLOR OF ADJACENT MATERIAL
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- ALL WORK SHALL BE IN COMPLIANCE WITH FEDERAL, STATE AND LOCAL CODES
- VERIFY GRADE W/ CIVIL DRAWINGS - CONT. THRU-WALL FLASHING TO REMAIN ABOVE GRADE AT ALL TIMES - TYP.

ELEVATION KEYED NOTES

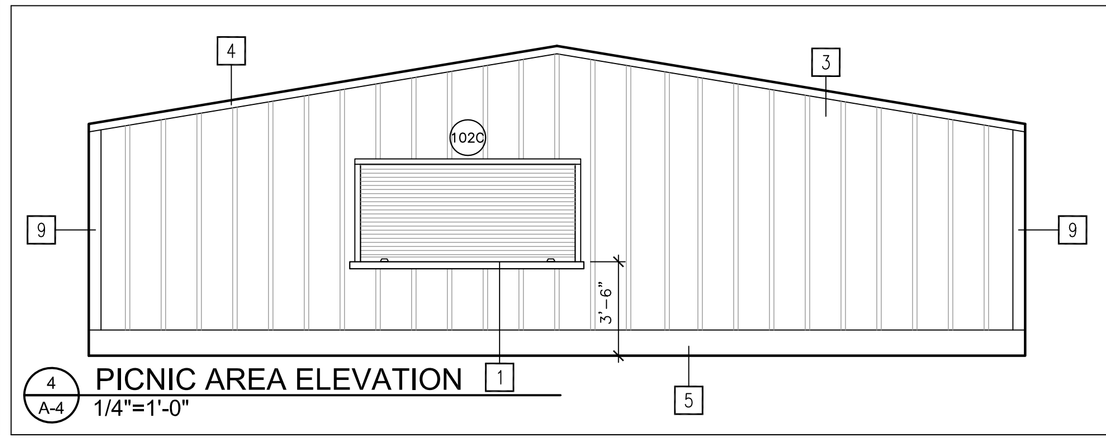
1. 24 GAUGE PREFINISHED METAL ROOF SYSTEM - SMALL BATTENS @ 16" O.C.
2. FIBER CEMENT VERTICAL SIDING, TRIM, & BATTENS
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9. STEEL COLUMN - PAINTED
10. FLUE W/ METAL SCREEN/CAP
11. CONTINUOUS RIDGE VENT - TYPICAL
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18. 6" FIBER CEMENT TRIM BOARD - TYPICAL
19. FAUX OPENING TRIM AS SHOWN - TYPICAL
20. 8" FIBER CEMENT TRIM BOARD - TYPICAL
21. FROSTED GLASS



3 A-4 PICNIC AREA ELEVATION
1/4"=1'-0"

INTERIOR ELEVATIONS KEYED NOTES

1. COUNTER HEIGHT ROLLING ALUM. DOOR - REFER TO DOOR SCHEDULE
2. STONE CAP - BY STONE VENEER MANUFACTURER
3. FIBER CEMENT SIDING, TRIM AND BATTENS
4. 4" FIBER CEMENT TRIM
5. 8" FIBER CEMENT BASE
6. STONE CAP - BY STONE VENEER MANUFACTURER
7. 24 GA. STEEL COILING DOOR - REFER TO DOOR SCHEDULE
8. STONE HEARTH - BY STONE VENEER MANUFACTURER
9. 6" FIBER CEMENT TRIM BOARD
10. CUSTOM FABRICATED STEEL DOORS - LOCKABLE



4 A-4 PICNIC AREA ELEVATION
1/4"=1'-0"

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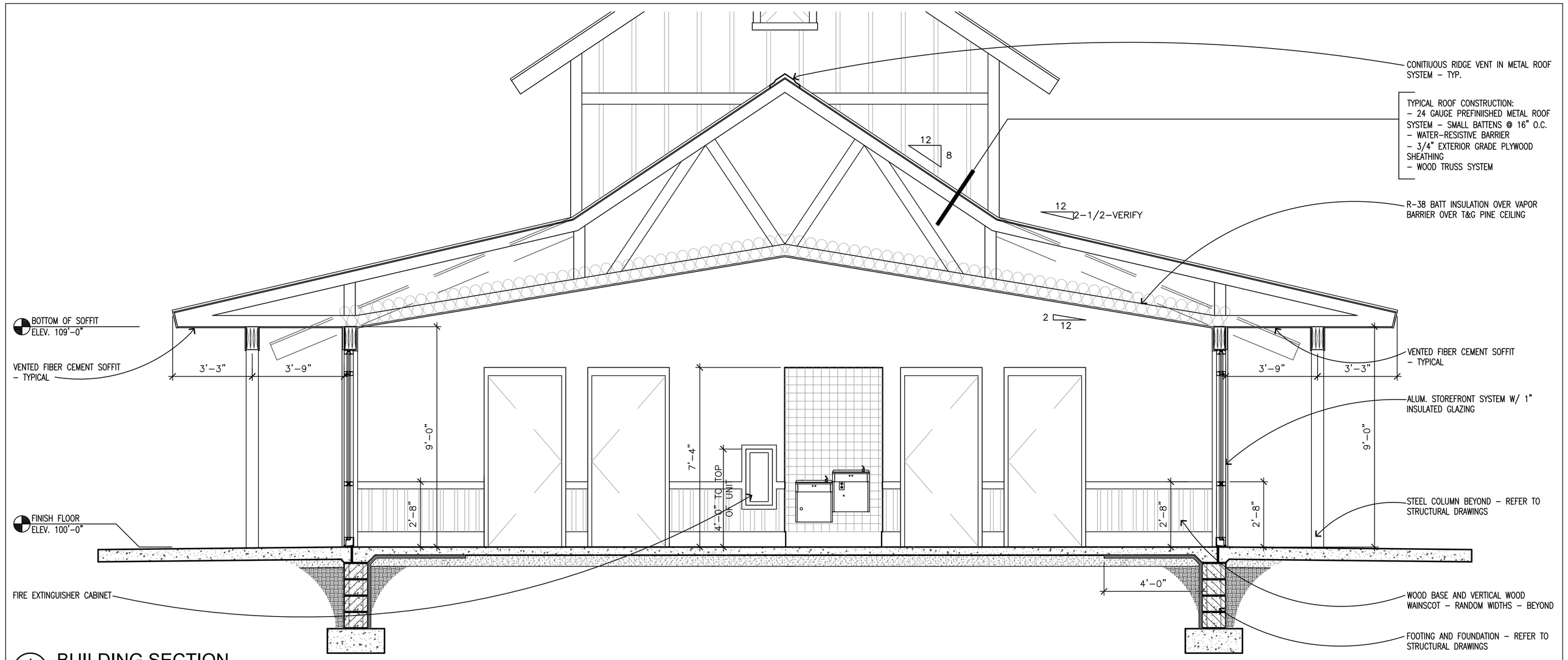
Printed Name: Bruce P. Bissonnette

Signature:

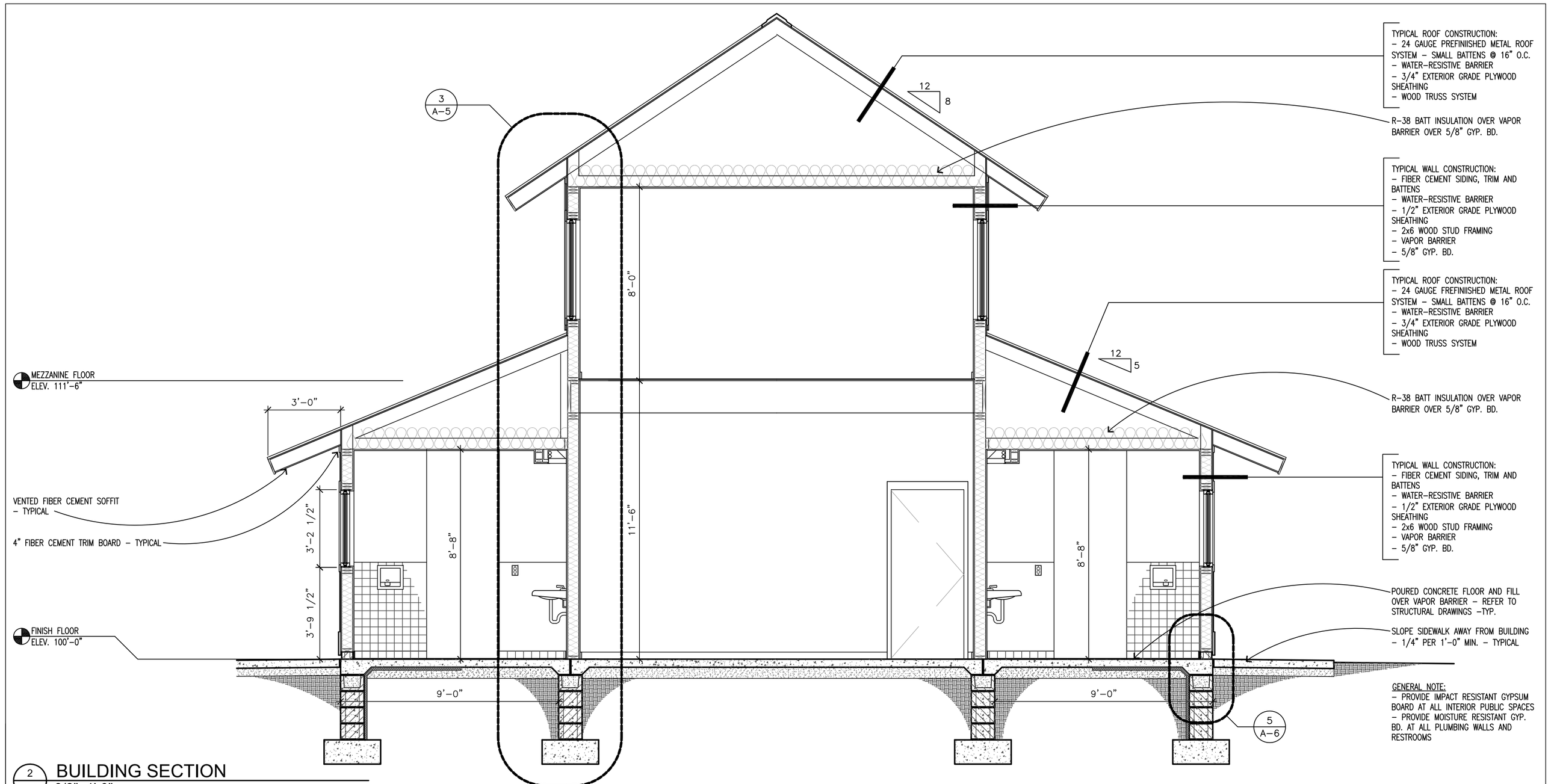
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Checked by	B.P.B.

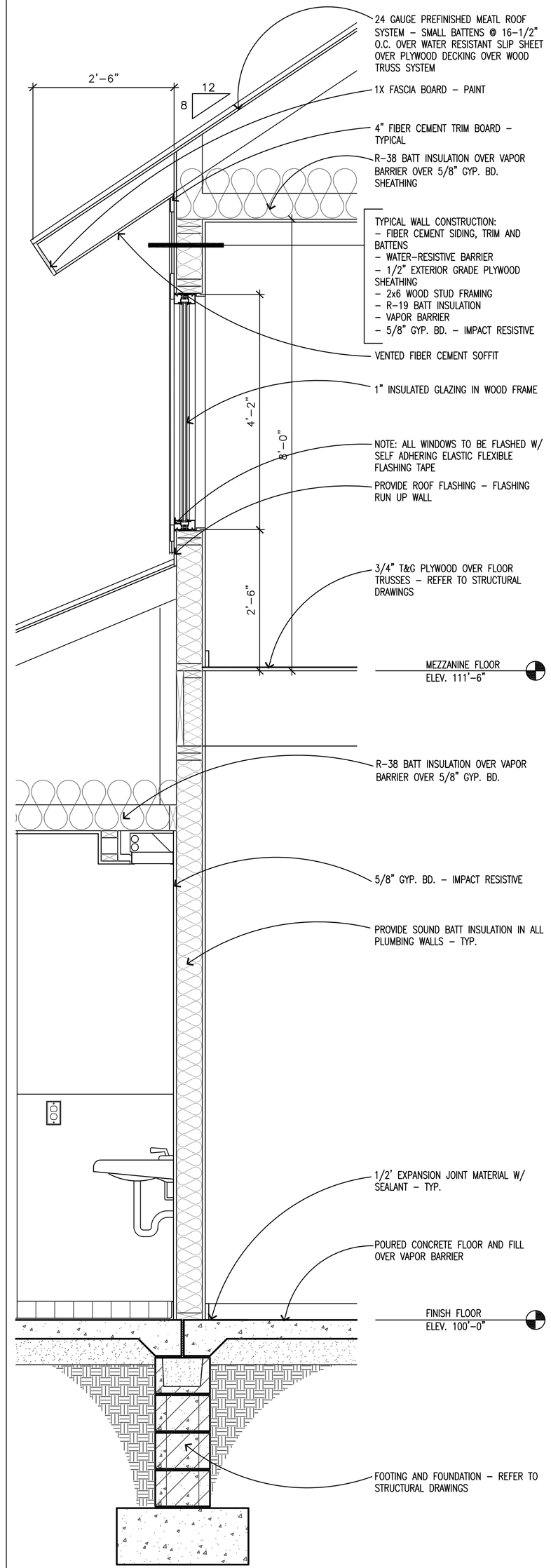
Drawing Number **A-4**



1 A-5 BUILDING SECTION
3/8"=1'-0"



2 A-5 BUILDING SECTION
3/8"=1'-0"



3 A-5 WALL SECTION
3/4"=1'-0"

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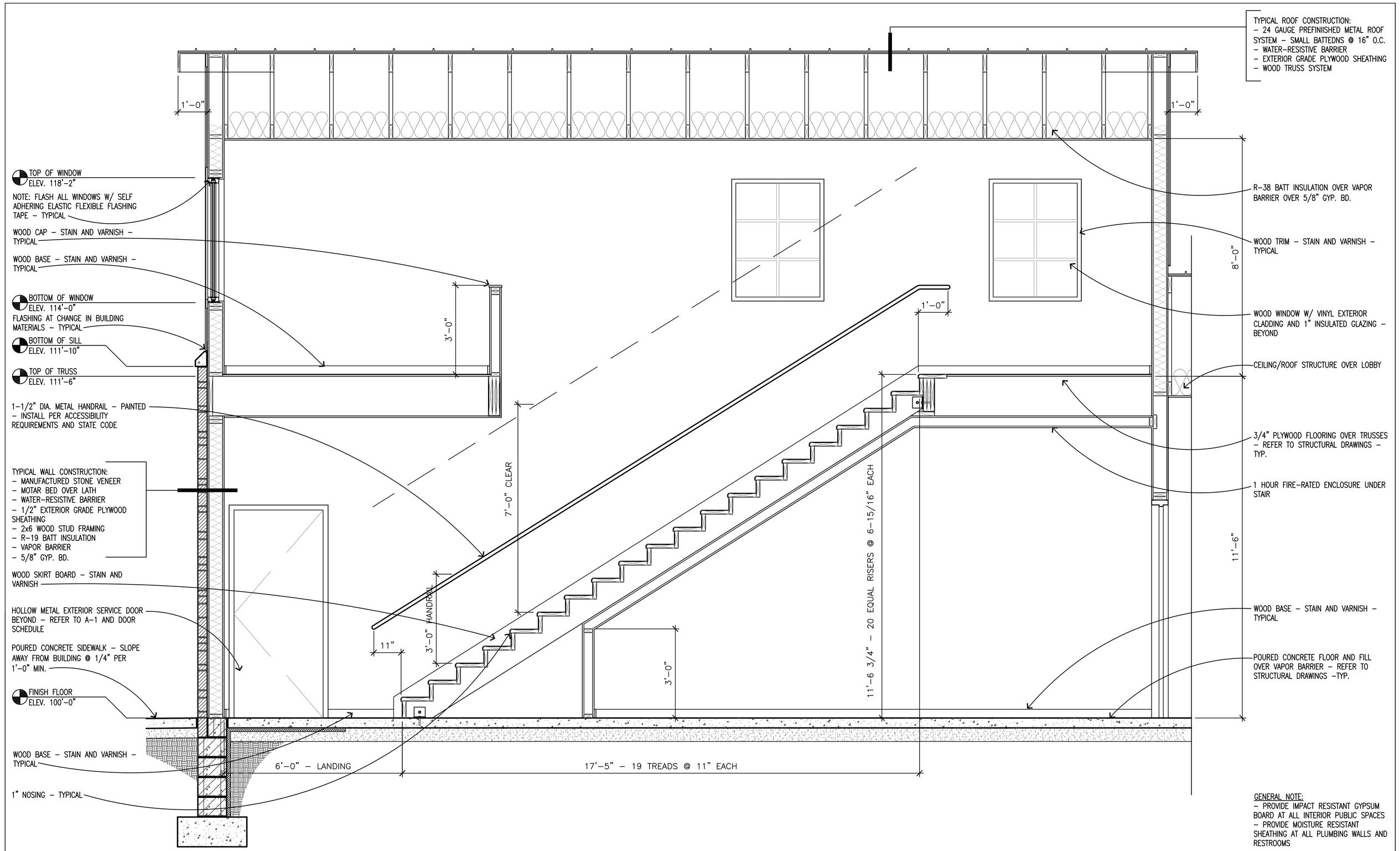
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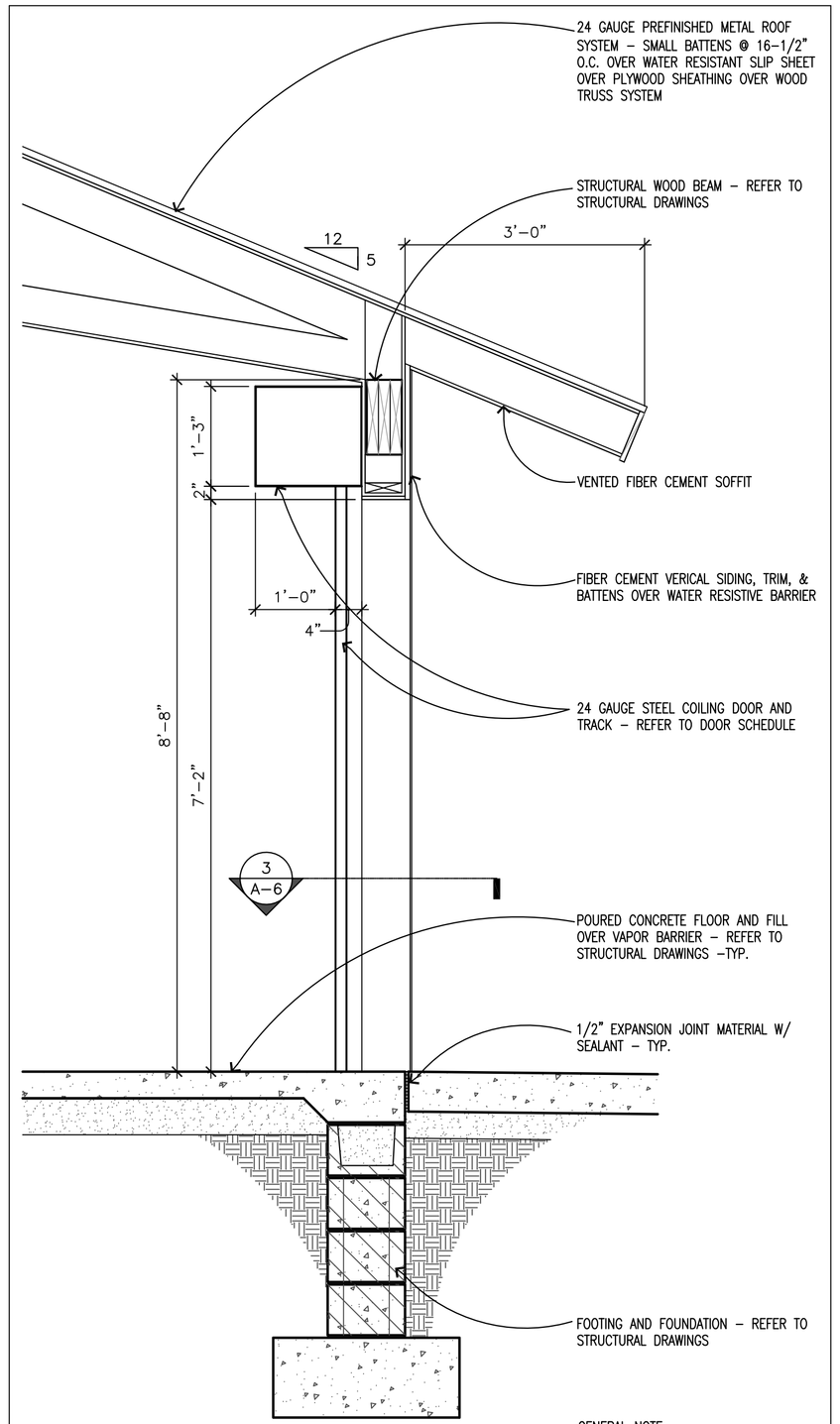
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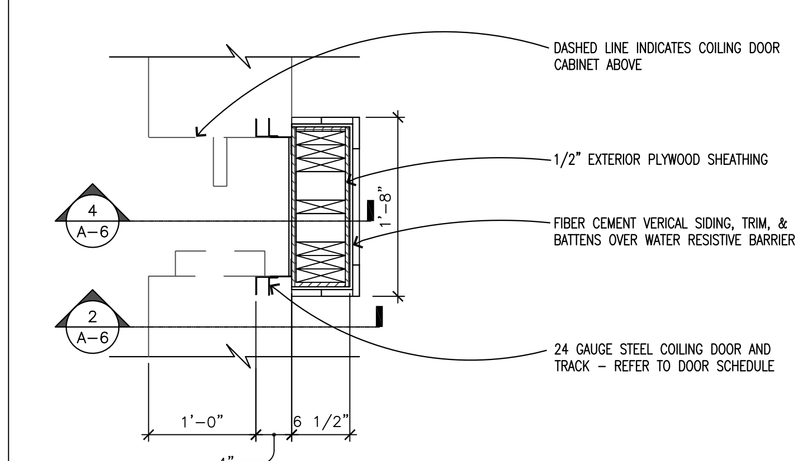
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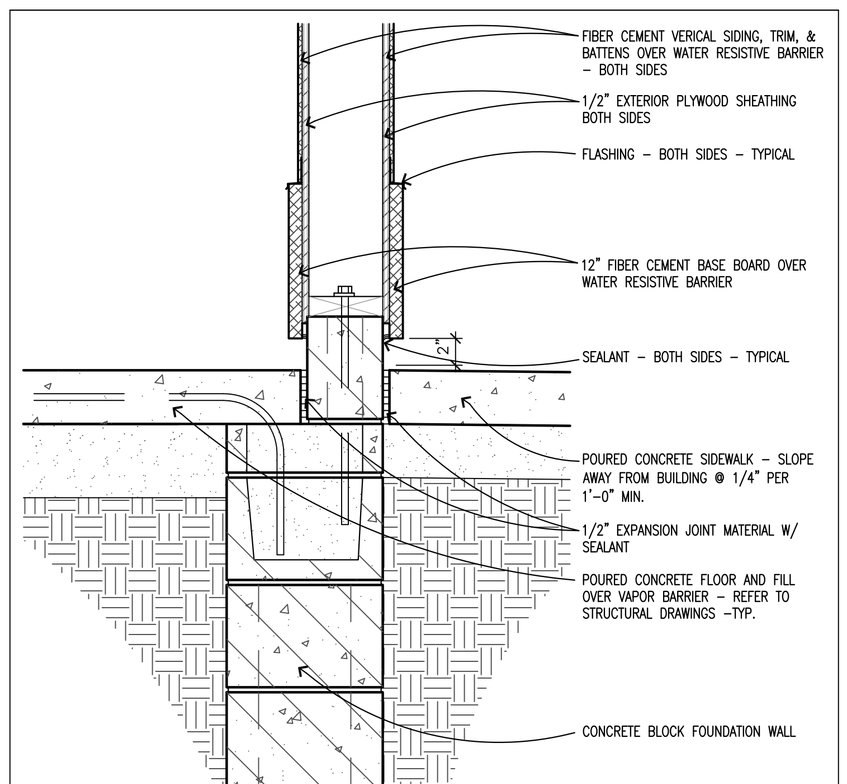
1 A-6 SECTION @ STAIR
1/2"=1'-0"



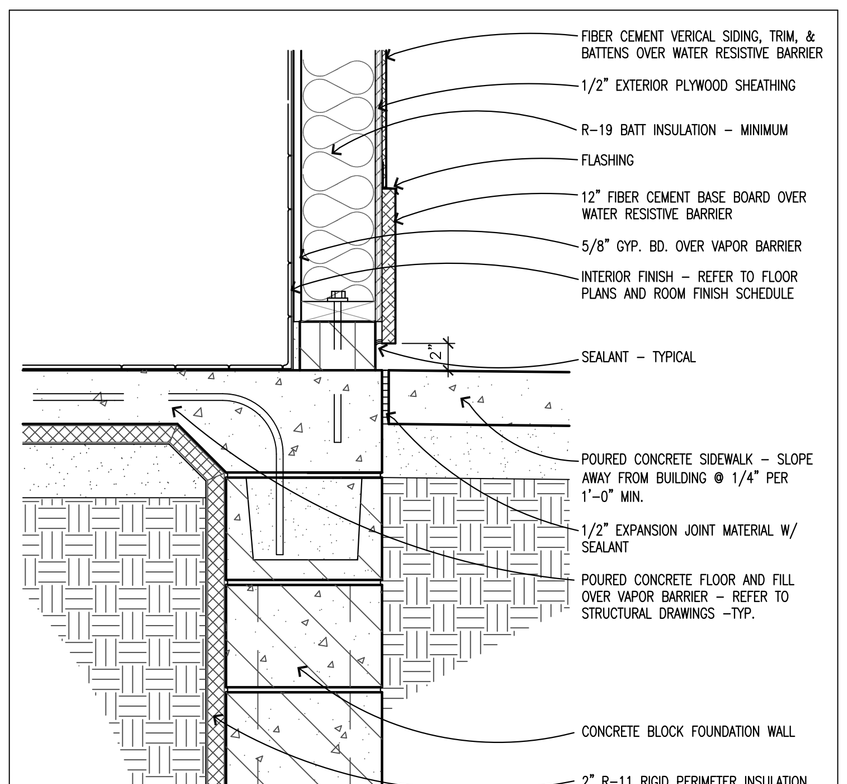
2 A-6 SECTION @ DOOR
3/4"=1'-0"



3 A-6 DETAIL @ DOOR JAMB/WALL
1"=1'-0"



4 A-6 DETAIL @ WALL BASE
1-1/2"=1'-0"



5 A-6 DETAIL @ WALL BASE
1-1/2"=1'-0"

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Drawn by	B.J.R.
Checked by	B.P.B.

Drawing Number **A-6**

NOTES

GENERAL CONSTRUCTION NOTES:

1. Reference Standards: Unless otherwise noted, all standards shall be current edition, with latest addenda if applicable.
2. Contractor shall verify all existing dimensions, member sizes and field conditions prior to any demolition, fabrication, construction or installation and notify engineer if conditions, materials, sizes and dimensions are different from those shown.
3. The contract structural drawings and specifications represent the finished structure. Unless otherwise indicated, they do not indicate the means or method of construction. The contractor is solely responsible for the protection of the structure during all phases of demolition, construction and installation. Provide all measures necessary to protect the structure, workmen or other persons by means of shoring, bracing, etc.
4. Cross reference all dimensions and details with architectural and mechanical drawings before commencing any fabrication and/or construction.
5. Details and conditions not specifically shown shall be constructed in accordance with details shown for similar conditions and material.
6. Shop drawings prepared by suppliers, sub-contractors, etc. shall be reviewed, coordinated and signed/stamped by general contractor prior to submitting to the engineer.
7. Verify location of all box outs and openings with mechanical contractors. Opening sizes and locations shown for pipes, ducts, mechanical units, etc. are for general information only and shall be verified with mechanical contractor before commencing the work.

DESIGN CRITERIA LOADS AND STRESSES:

CODES:

International Building Code (2006) with State of Minnesota Amendments.

LATERAL LOADS:

Wind: Basic Wind Speed = 90 mph (3-Second Gust); Exposure = "B"; Importance Factor, Iw = 1.00

ROOF SNOW LOADS:

Ground Snow Load, Pg = 50 PSF

2nd FLOOR LIVE LOAD

Office loading = 50 PSF

DEAD LOADS FOR WOOD TRUSS DESIGN:

Roof Trusses:
10 PSF top chord
5 PSF bottom chord

CONCRETE: (f'c) at 28 Days

3500 PSI Slab on grade
3000 PSI Footings
4000 PSI Piers, exterior platforms and sidewalks
3000 PSI Block core and bond beam fill with 3/8" max. aggregate
All exterior concrete work shall have 5% to 7% air entrainment.

STEEL: (Fy)

46,000 PSI ASTM A500 grade B, Structural Tubes (HSS)
60,000 PSI ASTM A615 grade 60 reinforcing
75,000 PSI ASTM A185 welded wire fabric
36,000 PSI ASTM A36 plates and angles, etc.
36,000 PSI ASTM F1554 threaded anchor rods
36,000 PSI ASTM A307 anchor bolts, grade C

MASONRY: (f'm)

1500 PSI concrete masonry

STRUCTURAL WOOD:

725 PSI (Fc) Spruce-pine-fir (SPF) Stud grade load bearing walls studs (2", 4" & wider)
500 PSI (Fc) Spruce-pine-fir (SPF) Post and timbers (5" x 5" and larger)
875 PSI (Fb) Spruce-pine-fir (SPF) Joists and beams
2400 PSI (Fb) Douglas fir-larch glued laminated beams
2000 PSI (Fc) Douglas fir-larch glued laminated posts
2600 PSI (Fb) Micro-lam LVL beams

FOUNDATION LOADS:

2000 PSF - Assumed soil bearing. To be field verified by a Geo-technical Engineering Company prior to the placement of any foundations.

TEMPORARY BRACING:

1. Provide temporary lateral support for all walls where grade varies on the two sides until slab has reached its design strength.
2. Provide required temporary bracing for structural steel until permanent bracing and walls are in place.
3. Provide temporary bracing for all walls, concrete, masonry, light gage metal or wood until they are of adequate design strength and are properly anchored in final form.
4. Provide temporary shoring for all existing walls, floors and roof members until new construction is in place and properly anchored or cured in final form.

GENERAL FOUNDATION NOTES:

1. All foundation excavations, backfill and compaction shall be inspected and certified by a qualified soils testing firm prior to the construction of any footings. All reports are to be submitted to structural engineer.
2. Cross reference all architectural, mechanical, electrical and structural drawings to assure proper dimensions and placement of all anchor bolts, inserts, etc.
3. All footing elevations shown are to top of footings, unless noted otherwise.
4. Furnish #4 and #5 continuous wall footing reinforcing in stock lengths. Field bend #4 around corners and through footing steps. Shop bend #5 through footing steps and around corners. Lap continuous footing reinforcing minimum 15" at splices and stagger splices.
5. Provide hot dip galvanized welded wire block reinforcing in all masonry walls at 16" o.c. maximum spacing.
6. Shore all foundation walls before backfilling and compacting.
7. Provide 6x6 W1.4xW1.4 W.W.F. (6x6 10/10 W.W.F.) in all slabs on grade and entrance platforms, unless noted otherwise.

GENERAL CONCRETE NOTES:

1. Concrete construction shall comply with all the requirements of the "ACI Manual of Concrete Practice" by the ACI.
2. The "ACI Detailing Manual" by the ACI shall govern detailing and fabrication of all reinforcing steel, unless noted otherwise.
3. Reinforcing supplier to provide all accessories, chairs, spacing bars and supports necessary to secure steel in accordance with "Manual of Standard Practice" by the Concrete Reinforcing Steel Institute.
4. Provide minimum concrete protection for all reinforcement as follows:

   Cast against and permanently exposed to earth = 3"

   Exposed to earth or weather:
   #5 bars and smaller = 1-1/2"
   #6 bars and larger = 2"

   Not exposed to weather or in contact with ground:
   Slabs, walls & joists (#3 to #11 bars) = 3/4"
   Beams, girders & columns, main reinforcement,
   ties, stirrups or spirals = 1-1/2"

GENERAL MASONRY NOTES:

1. All mortar in bearing walls shall be Type S above grade and Type M below grade.
2. Provide continuous bond beams with two #5 continuous near the top of all bearing walls and end walls or at joist bearing elevation. See details for angles and plates cast in bond beams.
3. Provide grout under all steel beam or lintel bearings a minimum of 5 courses down, for a 16" length of wall, (unless noted otherwise).
4. Wire reinforcing for single-wythe concrete block walls, masonry cavity walls, and multi-wythe composite masonry walls shall be hot dipped galvanized, corrosion resistant horizontal joint reinforcing with the following gage and vertical spacing:
   Any width masonry in running bond - 9 gage @ 16" on-center
   Masonry in other than running bond:
   a) 6" CMU - 9 gage @ 16" on-center
   b) 8" CMU - 9 gage @ 16" on-center
   c) 10" CMU - 9 gage @ 8" on-center
   d) 12" CMU - 9 gage @ 8" on-center
5. Grout for wall cells and bond beams shall be 3,000 PSI. Fill at all vertical or horizontal reinforcing noted on plans, details or schedules.
6. Block face shells and cross webs forming cells to be filled with grout shall be full bedded in mortar to prevent leakage.
7. Consolidate all grout by puddling or vibrating.
8. Masonry wall cells to be filled with grout shall be filled in lifts not exceeding 4'-0". High lift grouting can be utilized at the contractor's option. Provide clean outs at each bar location.
9. Vertical reinforcing bars shall be held in position at top and bottom and at 192 bar diameters. Length of reinforcing bars to be coordinated with general contractor and masonry sub-contractor.
1. Vertical reinforcing shall be lapped at all footing dowels to vertical wall reinforcing locations and at all vertical wall reinforcing splices as follows:

   #4 BAR = 24"
   #5 BAR = 30"
   #6 BAR = 36"
   #7 BAR = 42"
   #8 BAR = 48"
   Unless noted otherwise on the drawings.
2. Walls must be guyed and braced until floor and/or roof systems are in place.

CONCRETE SLAB AND JOINT NOTE AND DETAILS:

1. Construction Joints (Const. Jt.) - Pour interior slabs on grade in continuous lanes.
   a. Continuous lanes - 40' maximum width with construction joints occurring at column centerlines.
2. Control Joints (C.J.) - Locate saw-cut (1/4" x 1" deep) or zip strip control joints to create approximately square panels with the following maximum dimensions:
   b. Exposed finished slab - 20'.
   c. Finished slab to be covered with vinyl tile or carpet - 30'.
   d. Other conditions - Verify control joint limits with Architect.
   e. Rough Slabs - No limit. Create construction joint where rough slab meets finished slab.
3. Place slab reinforcing between 1/4 and 1/3 of slab thickness down from top of slab.
4. See architectural drawings for all floor finishes, slopes, recesses, floor drains, gutters, etc.

STRUCTURAL WOOD NOTES:

1. Provide 19/32" structural plywood roof decking as per specifications. Each panel shall be identified with the grade trademark of the American Plywood Association and shall meet the requirements of product standard (PS 1-95). Application and nailing of plywood panel shall be in accordance with the recommendations of the American Plywood Association unless requirements noted on these contract documents are more strict.
2. Wall sheathing shall be 15/32". Each panel shall be identified with the grade trademark of the American Plywood Association and shall meet the requirements of product standard (PS 1-95). Application and nailing of plywood panels shall be in accordance with the recommendations of the manufacturer, unless requirements noted on these contract documents are more strict.
3. Plywood wall panels shall be orientated with face grain parallel to support stud.
4. Plywood roof panels shall be oriented with face grain perpendicular to support trusses.
5. Wood construction, unless otherwise noted, shall conform to the "General Construction Requirements," Section 2304 of the International Building Code. All nailing shall conform to Table 2304.9.1 "Fastening Schedule" of the International Building Code, unless other requirements noted on the drawings are more strict. Joints in load bearing top plates shall be offset at least 48". Holes and notches in sawn lumber shall be limited as specified in the International Building Code.
6. Foundation plates on concrete or masonry walls shall be pressure treated lumber, #2 grade minimum. Sills shall be anchored to concrete or masonry with 1/2" x 9" galvanized anchor bolts spaced 48" o.c. maximum. There shall be a minimum of three bolts per piece with one bolt located within 8" of each end of each piece. There shall be no sill splice under any post or mullion.
7. Posts and beams constructed of multiple laminated veneer lumber members shall be fastened together according to manufacturer's recommendations.
8. Built up members, columns, beams and double joists shall be connected with two rows 16d nails at 12" o.c. staggered, unless noted otherwise.
9. All joists, roof beams and girders shall have full horizontal bearing of the member over support unless otherwise shown. Do not overcut.
10. All fabricated wood trusses shall be furnished in accordance with designs prepared by a professional engineer registered in the state that the project is located, using the design loads and span conditions indicated on the contract documents. No deviation of truss shape, bearing point locations or superimposed loads, from those shown on the architect and/or engineer drawings will be allowed. Shop drawings, including an overall erection plan indicating each type of truss, truss bearing point locations, required lateral bracing, each truss member's size and stress and connection details, shall be submitted for prior approval to the architect, engineer and general contractor.
11. All trusses are to be designed as simple span conditions, using bearing walls or beams as shown on plans.
12. Roof trusses shall be fastened to the support walls with Simpson "H3" ties or equal and shall be nailed per manufacturer's recommendations.
13. Handling of trusses and erection bracing is the responsibility of the sub-contractor. The sub-contractor shall provide temporary diagonal, lateral and cross bracing until roof sheathing, ceilings and permanent bracing can be applied and shear walls completed.
14. The truss manufacturer shall follow and provide the general contractor and sub-contractor with the publication "Guide to Good Practice for Handling, Installing and Bracing of Metal Plate Connected Wood Trusses" BCSI 1-03 by the Truss Plate Institute and Wood Truss Council.

INSPECTION & TESTING SCHEDULE

MATERIAL	SPECIFICATION	FREQUENCY	AGENCY	FREQUENCY OF REPORT	DESCRIPTION
EARTHWORK	02200	FULL TIME	TESTING AGENT	WORK IS DONE	1704.7
CONCRETE	03100 / 03300	PERIODIC	TESTING AGENT	WEEKLY	1704.4
CONCRETE REINFORCEMENT	03200	PERIODIC	TESTING AGENT	WEEKLY	1704.4
BOLTS IN CONCRETE	03300 / 05120	PERIODIC	TESTING AGENT	WEEKLY	1704.4
POST-INSTALLED ANCHORS	03300	PERIODIC	TESTING AGENT	WEEKLY	1704.4, 1704.13
WOOD FRAME CONSTRUCTION	061000	PERIODIC	TESTING AGENT	WEEKLY	———

EARTHWORK:

1. Observe all subgrades and excavation bases below footings and slabs before construction of footing is performed.
2. Verify footing bearing surfaces and depth of footing below frost depth.
3. Verify materials for backfilling excavation.
4. Verify compaction is performed in accordance with ASTM D698.

CONCRETE FORM WORK:

1. Observe erected form work, shoring and bracing to ensure that work is in accordance with form work design.

CONCRETE REINFORCEMENT:

1. Verify reinforcing bar grade.
2. Verify reinforcing bar size and placement.
3. Verify that bars are free of dirt, excessive rust and damage.
4. Verify reinforcing bars are adequately tied, chaired and supported to prevent displacement during concrete pour.

CONCRETE:

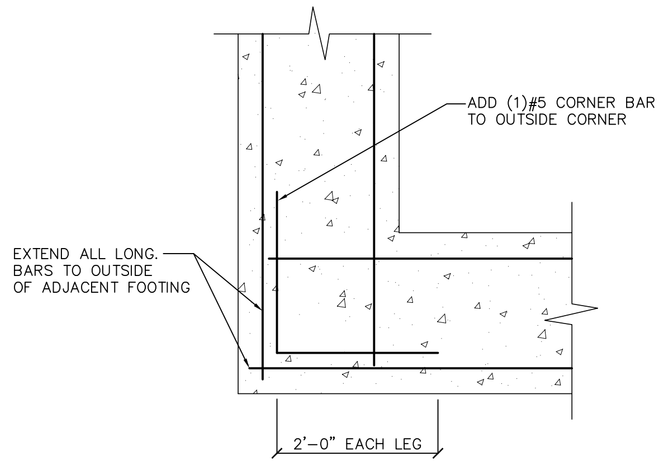
1. Submit proposed mix design for each class of concrete prior to commencement of the work.
2. Sample and test all cast in place concrete.
3. Verify ready mix concrete.
4. Observe placement of concrete.
5. Observe protection and curing of concrete.
6. Observe and inspect bolts and anchor rods installed in concrete.
7. Observe post-installed anchor installation, including anchor type, anchor dimensions, concrete type, concrete compressive strength, hole dimensions, hole cleaning procedures, anchor spacing, edge distances, concrete thickness, anchor embedment, and tightening torque.

MASONRY:

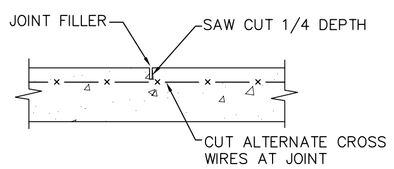
1. Submit proposed mortar and grout mix design prior to commencement of the work.
2. Verify masonry preparation and placement.
3. Verify masonry reinforcement placement.
4. Verify masonry grouting.
5. Periodic Inspection:
   a. Observe placing of units on a weekly basis and not less than once for every 2,000 square feet of surface.
   b. Observe at least 25 percent of each representative type of reinforced component prior to grouting.
   c. Observe at least 25 percent of each type of grouted component.

WOOD FRAME CONSTRUCTION:

1. Verify member sizes and their locations.
2. Verify sheathing type and thickness are as indicated in the plans and specifications.
3. Verify attachment of sheathing to framing members is as indicated in the plans and specifications.
4. Verify sheathing type, thickness and number of layers are as indicated in the shear wall schedule.
5. Verify fasteners size and spacing.
6. Verify blocking is in place.
7. Verify holddown type and anchorage are installed as indicated in the shear wall schedule.
8. Verify end jamb post.
9. Verify strap ties are installed as indicated.



1 FOOTING CORNER DETAIL
NOT TO SCALE



2 CONTROL JOINT DETAIL
NOT TO SCALE

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ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

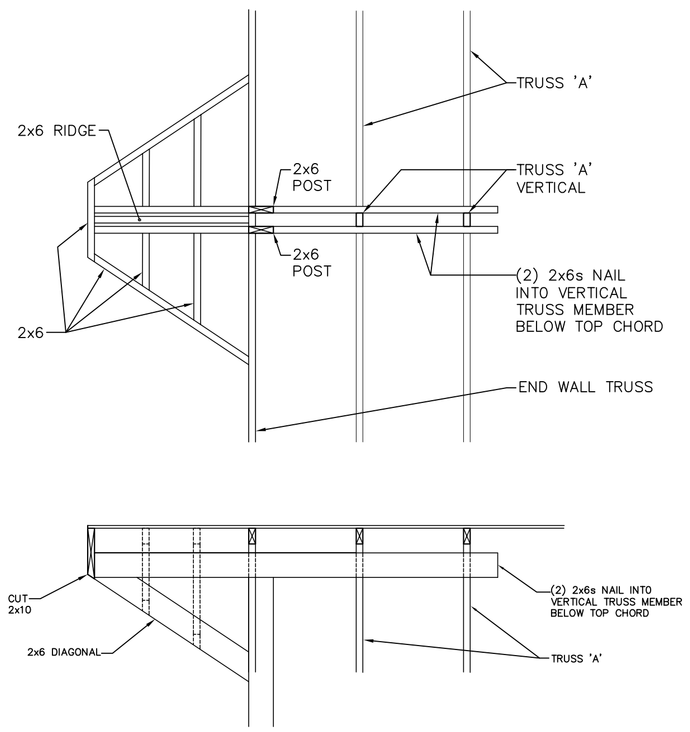
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Engineer under the laws of the State of Minnesota.

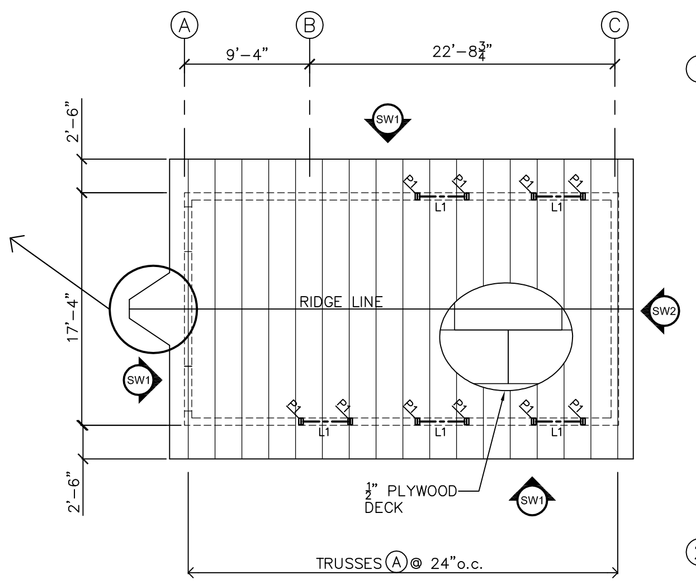
Printed Name: Michael A Fowler
Signature:
Date: 10/25/13 License #: 8596

Project	13-0110-01
Date	10/25/13
Drawn by	MM
Checked by	MF

Drawing Number

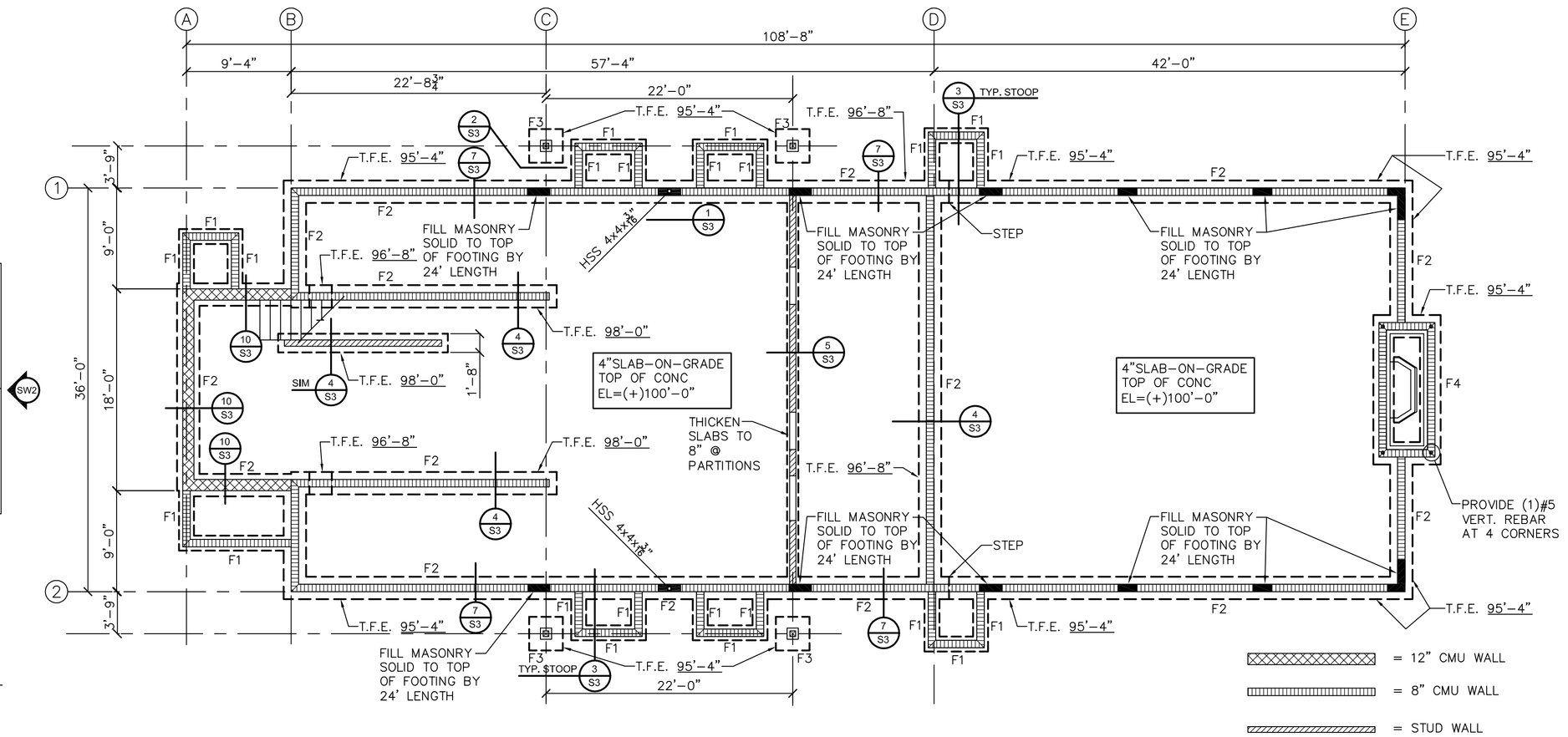
S-1





HIGH ROOF FRAMING PLAN

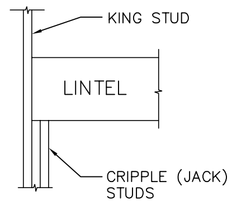
SCALE: 1/8" = 1'-0"



FOUNDATION PLAN

SCALE: 1/8" = 1'-0"

FOOTING SCHEDULE			
MARK	SIZE	DEPTH	REINFORCING
F1	16" x CONT.	10"	(2) #4 CONT.
F2	24" x CONT.	12"	(2) #5 CONT.
F3	36" x 36"	12"	(4) #5 BOTH WAYS
F4	6'–0" x 13'–4"	12"	#5 @ 12"o.c. BOTH WAYS



POST SCHEDULE			
MARK	CRIPPLE STUD	KING STUD	NOTES
P1	(1) 2x6	(1) 2x6	
P2	(2) 2x6	(1) 2x6	
P3	(2) 2x6	(2) 2x6	
P4	(3) 2x6	NONE	

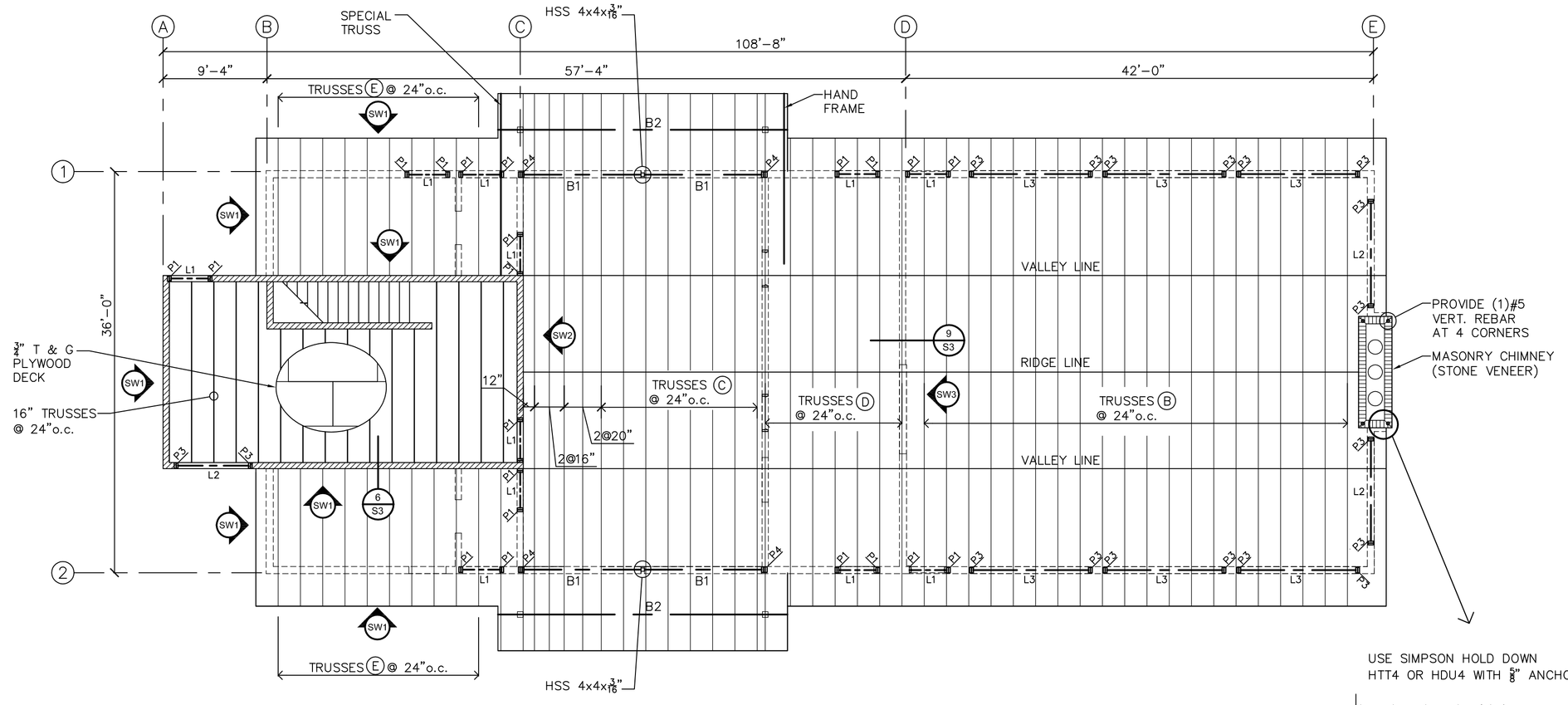
LINTEL SCHEDULE		
MARK	MEMBER	NOTES
L1	(2) 2x10	
L2	(3) 2x12	
L3	(3) 9 1/2" LVL	

BEAM SCHEDULE		
MARK	MEMBER	NOTES
B1	(3) 9 1/2" LVL	
B2	(3) 9 1/2" LVL	

SHEAR WALL SCHEDULE	
MARK	EDGE NAILING PATTERN
SW1	AT 6"o.c. – BASE TO HIGH OR LOW ROOF
SW2	AT 4"o.c. BASE TO LOW ROOF – AT 6"o.c. ABOVE
SW3	AT 4"o.c. BASE TO BOTTOM OF TRUSS 'D' AT 6"o.c. TO TRUSS MEMBERS

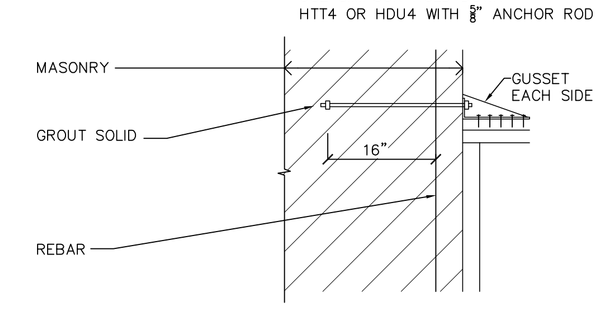
SHEAR WALL NOTES:

1. ALL SHEATHING IS ½" NOMINAL PLYWOOD – 15/32" ACTUAL.
2. ALL SHEATHING IS UN–BLOCKED.
3. INTERIOR PANEL NAILING IS AT 12"o.c.
4. ALL NAILS ARE 8d GALVANIZED.



ROOF FRAMING PLAN

SCALE: 1/8" = 1'-0"



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ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

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Printed Name: Michael A Fowler

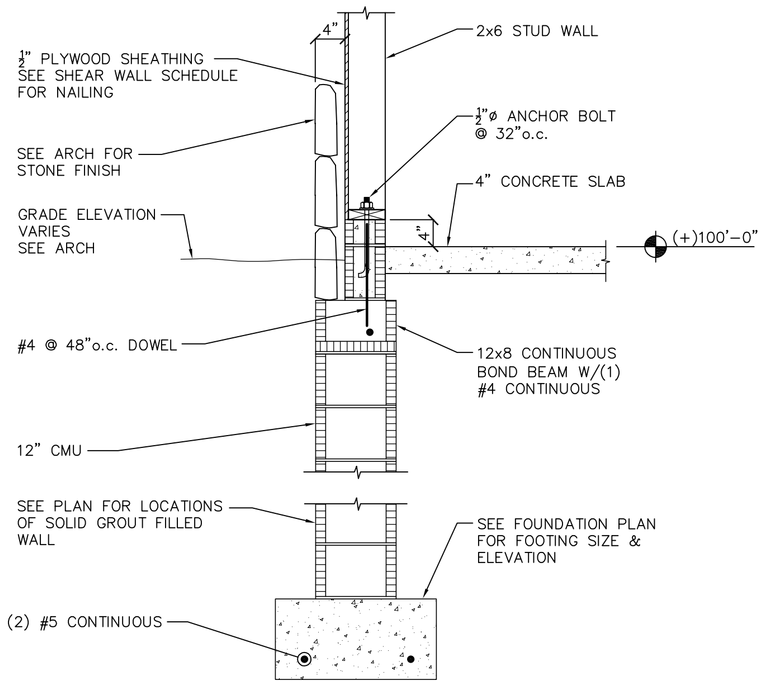
Signature:

Date: 10/25/13 License #: 8596

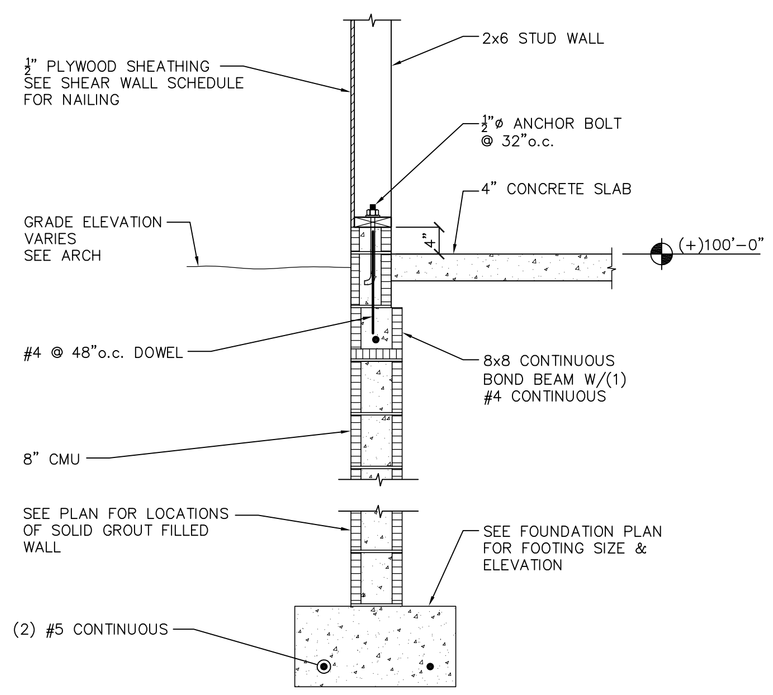
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Date	10/25/13
Drawn by	MM
Checked by	MF

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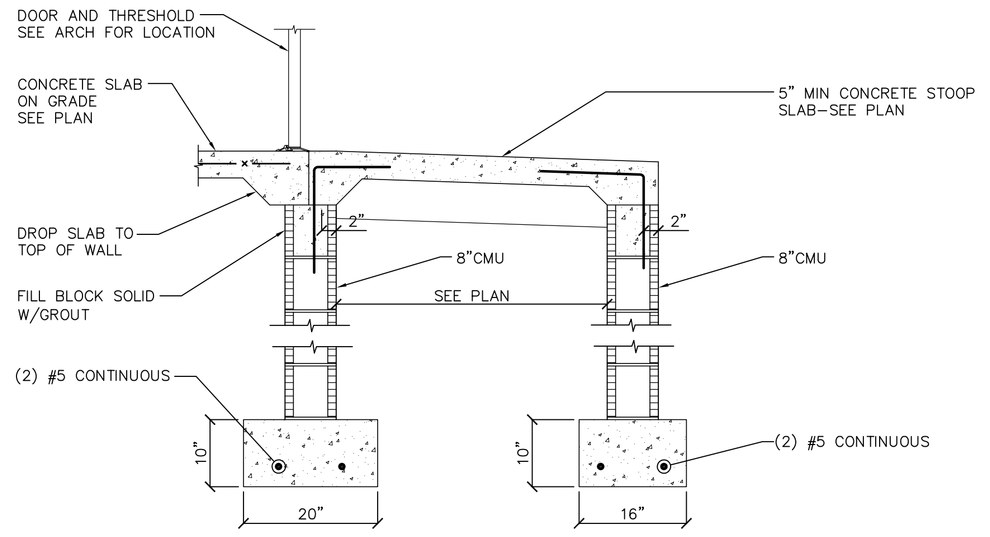
S-2



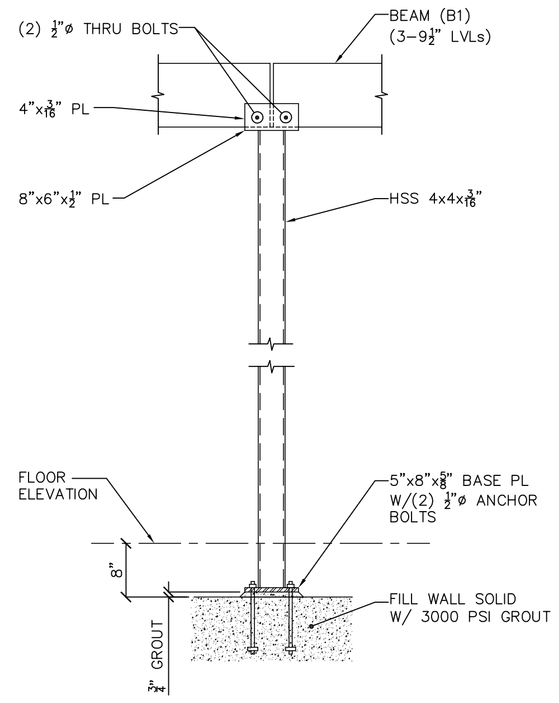
10 WALL SECTION
3/4" = 1'-0"



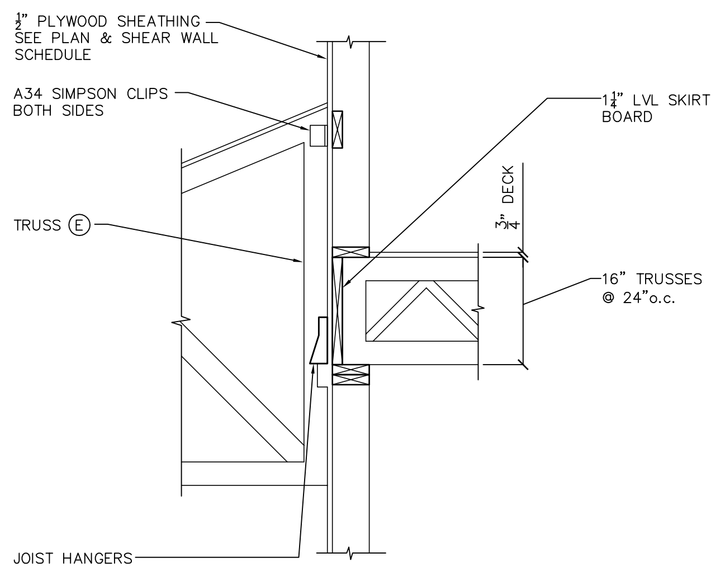
7 TYPICAL WALL SECTION
3/4" = 1'-0"



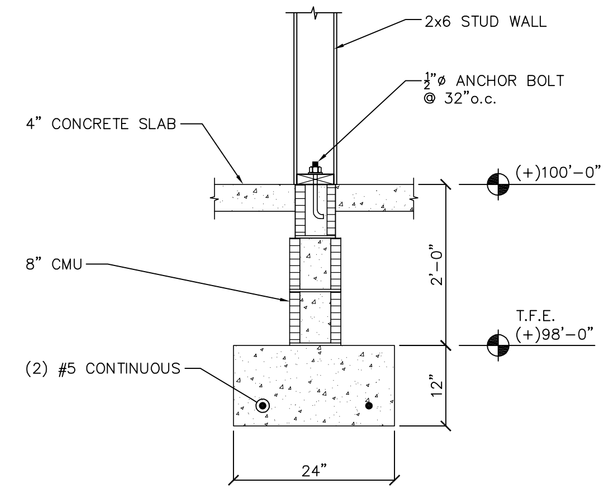
3 STOOP SECTION
3/4" = 1'-0"



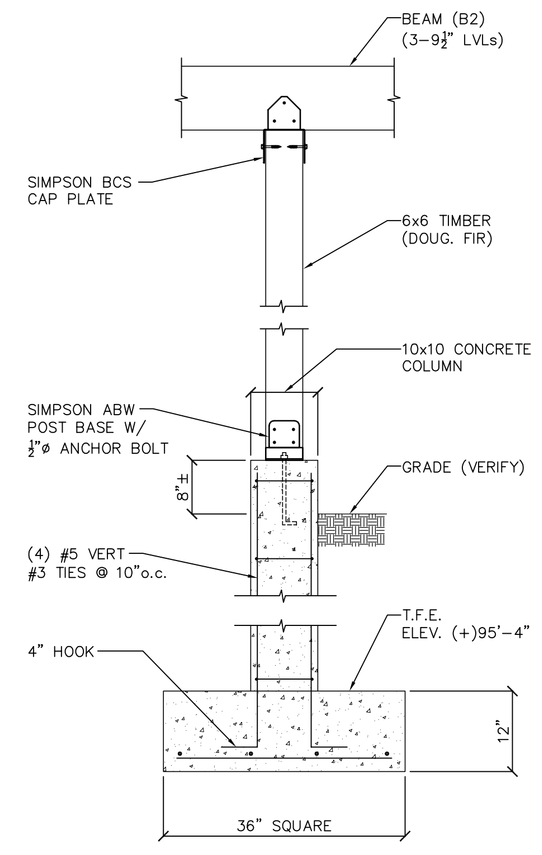
1 SECTION
3/4" = 1'-0"



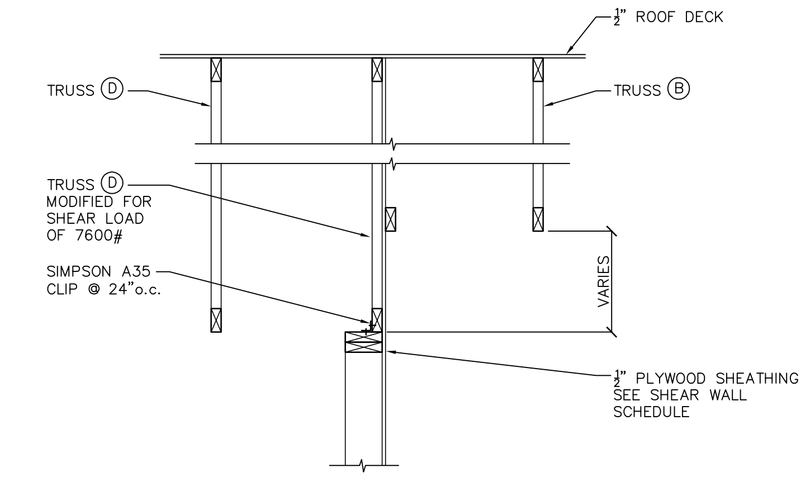
8 SECTION
3/4" = 1'-0"



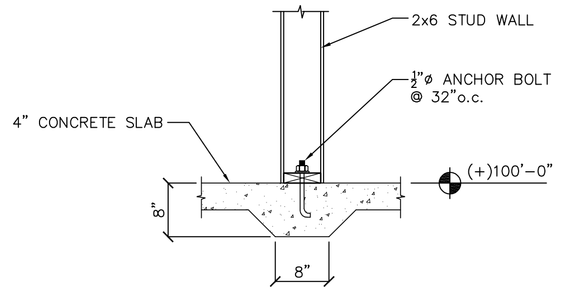
4 SECTION
3/4" = 1'-0"



2 SECTION
3/4" = 1'-0"



9 SECTION
3/4" = 1'-0"



5 SECTION
3/4" = 1'-0"

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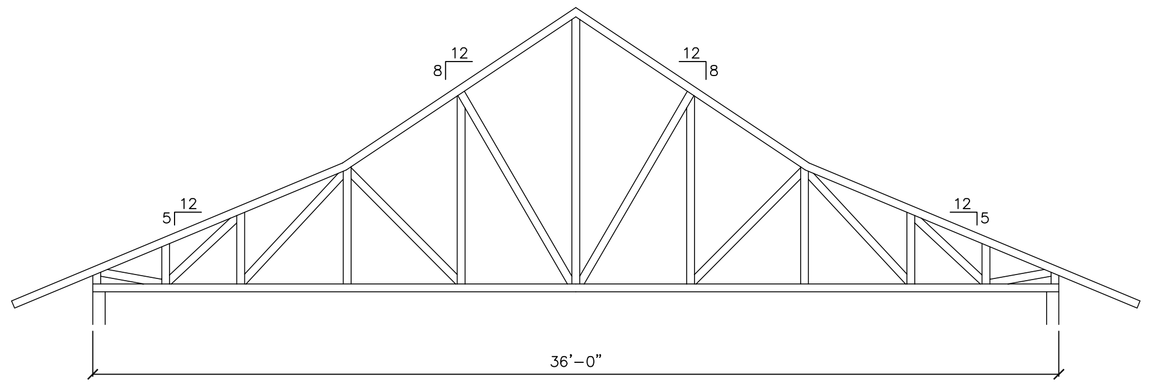
No.	Date	Revision

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Printed Name: Michael A Fowler
Signature:
Date: 10/25/13 License #: 8596

Project	13-0110-01
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Checked by	MF

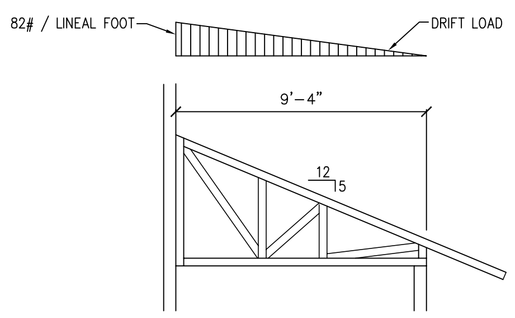
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S-3



NOTE:

SPECIAL SHEAR LOAD
@ GRID 'D' SEE SECTION 9/S3

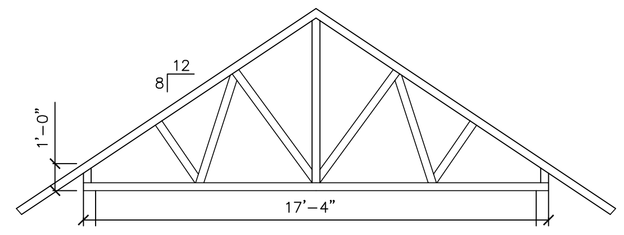
TRUSS (D)



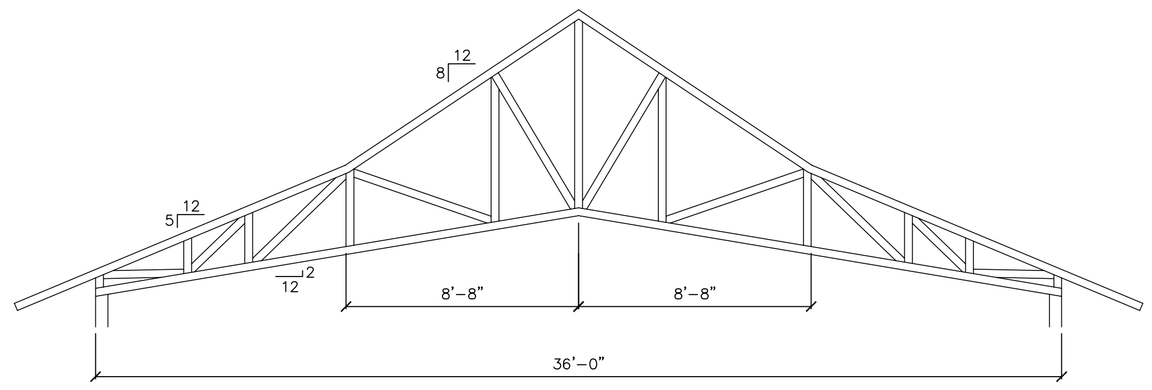
TRUSS (E)

TRUSS NOTES

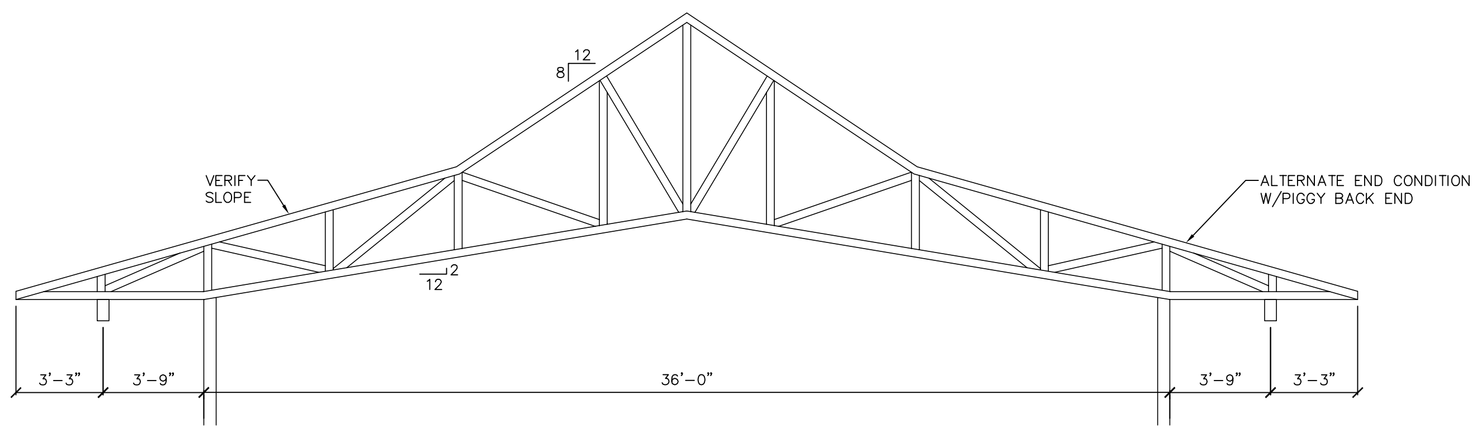
1. LIVE LOAD = 70# / LINEAL FOOT
2. DEAD LOAD = 30# / LINEAL FOOT
3. DRIFT LOAD AS NOTED



TRUSS (A)



TRUSS (B)



TRUSS (C)

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ELMCREST PARK COMMUNITY BUILDING

RAMSEY, MINNESOTA

No.	Date	Revision

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

Printed Name: Michael A Fowler

Signature:

Date: 10/25/13 License #: 8596

Project	13–0110–01
Date	10/25/13
Drawn by	MM
Checked by	MF

Drawing Number

S-4

GENERAL CONDITIONS

Section	Description	Base Qty	Unit	Cost	Fixed $	Extension Base
01000	**General Requirements**					
00500(g)	Depreciation / Bus Insurance (First $2,000,000)	500	Job Cost K's	1.00%	0	$5,000.00
00620(g)	Insurance (GL 1M + Umb 1M)	716	1,000's	$0.20	0	$143.20
	Add (GL 2M + Umb 2M)	716	1,000's	$0.43	0	$307.88
00622(g)	Insurance (Bldg Risk) Wood	500	1,000's	$2.35	$375 Min	$1,175.00
00890(g)	Permits ($100,000)	0	LS	1.16%	0	$0.00
00892(g)	SAC & WAC	2	Unit	$2,435	0	$4,870.00
	City SAC & WAC		Unit	$0.00	0	$0.00
	Health Dept-Plumbing 25 DFU	1	LS	$150.00	0	$150.00
	Healt Dept-Flamable / grease trap	1	Unit	$70.00	0	$70.00
	NPDES	0	Unit	$400.00	0	$0.00
01310(L)	Project Manager 10hrs/contract		HRS	$50.00	0	$0.00
01312(L)	Supt Salary (78k Annual)	8	WKS	$1,500	0	$12,000.00
	Supt Burden (78k Annual)	8	WKS	$350	0	$2,800.00
01322(g)	Mileage	1500	Miles	$0.565	0	$847.50
01326(g)	Photos		LS	$40	0	$0.00
	Plan Copies		LS	$40	0	$0.00
01350(g)	Equipment Rental	1	LS	$0	0	$0.00
	Fuel for Equipment		Gal	$4.00	0	$0.00
	Trucking Equipment		Move	$75	0	$0.00
	Generator		Day	$35	0	$0.00
01352(g)	Equipment Repair/Maintenance	1	LS	$0	0	$0.00
	Mobilize to Jobsite		LS	$200	0	$0.00
01354(g)	Small Tools		LS	$100	0	$0.00
01450(g)	Testing		LS		0	$0.00
	Gradations - Sand	2	Ea.	$75	0	$150.00
	Gradations - Class V		Ea.	$90	0	$0.00
	Soil Compaction / Observation	2	Ea.	$60	100	$220.00
	Concrete Cylinders (per set)	3	Ea.	$100	0	$300.00
	Concrete Mix, Slump	3	Ea.	$100	0	$300.00
	Steel Bolting	1	LS	$200	0	$200.00
01511(g)	Cell Phone / Pager	2	Month	$75	0	$150.00
01514(g)	Temporary Heat	1	LS		0	$0.00
	Heater Rental		Month		0	$0.00
	Hose Rental		Month		0	$0.00
	Natural gas (Winter)		MCF/Mo	$3.00	0	$0.00
	Propane Gas		Gal		0	$0.00
01515(g)	Temporary Electrical		MSF/Mo	$40	$0	$0.00
01520(g)	Office Trailer 8' x 32'	3	Month	$200	0	$600.00
	Stairs	3	Month	$35	0	$105.00
	Pick Up & Delivery	2	Ea.	$150	0	$300.00
	Block & Level	1	Ea.	$35	0	$35.00
	Anchor and Strap	1	Ea.	$35	0	$35.00
01524(g)	Sanitation (Temporary)	3	Month	$125	0	$375.00
	Add for winter Service	3	Month	$10	0	$30.00
01525(g)	Office Supplies	1	LS		0	$0.00
01562(g)	Winter Enclosures	1	LS	$0	0	$0.00
01564(g)	Fences, Barricades & Signs	1	LS	$0	200	$200.00
	Temporary Fencing	600	LF	$1.50	0	$900.00

GENERAL CONDITIONS

Section	Description	Base	Unit	Cost	Fixed $	Extension
	Fence Posts @ 8' O.C.	75	Ea.	$2.00	0	$150.00
	Fence Posts @ 8' O.C. Hvy Duty	0	Ea.	$4.00	0	$0.00
	6'-0 Chain Link Rental	0	LF	$3.19	0	$0.00
	Core Drill or Hard Ground	600	LF	$0.65	0	$390.00
	6' x 12' Gate	0	Ea.	$250.00	0	$0.00
01566(g)	Watchman		Day	$200	0	$0.00
	Drive By Patrol		Patrol	$20	0	$0.00
01580(g)	Signs		LS	$400	200	$200.00
01720(g)	Surveyor	1	LS	$1,200	800	$2,000.00
01740(g)	Clean-up		Hr.	$15	0	$0.00
	Office (300 SF/Hr)	1888	SF	$0.05	0	$94.40
	Restroom (60 SF/Hr)	432	SF	$0.25	0	$108.00
	Exterior Windows 1 story	25	Ea.	$15	0	$375.00
	Interior Windows	25	Ea.	$5	0	$125.00
	Sheetrock Sweep & Mop (200 SF/H	2320	SF	$15	0	$174.00
	Spray Painting Sweep & Mop (350	2320	SF	$15	0	$99.43
01742(g)	Dumpsters (30 Yd Mixed)	3	Ea.	$329	0	$987.00
01744(g)	Snow Removal		Snowfall	$150	0	$0.00
01745(g)	Street Sweeping				0	$0.00
	GRAND TOTAL					$35,966.41

AIA® Document A133™ – 2009

Standard Form of Agreement Between Owner and Construction Manager as ***Constructor*** *where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price*

AGREEMENT made as of the day of
in the year
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status and address)

and the Construction Manager:
(Name, legal status and address)

for the following Project:
(Name and address or location)

The Architect:
(Name, legal status and address)

The Owner's Designated Representative:
(Name, address and other information)

The Construction Manager's Designated Representative:
(Name, address and other information)

The Architect's Designated Representative:
(Name, address and other information)

The Owner and Construction Manager agree as follows.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 The Contract Documents

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to the execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. Upon the Owner's acceptance of the Construction Manager's Guaranteed Maximum Price proposal, the Contract Documents will also include the documents described in Section 2.2.3 and identified in the Guaranteed Maximum Price Amendment and revisions prepared by the Architect and furnished by the Owner as described in Section 2.2.8. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. If anything in the other Contract Documents, other than a Modification, is inconsistent with this Agreement, this Agreement shall govern.

§ 1.2 Relationship of the Parties

The Construction Manager accepts the relationship of trust and confidence established by this Agreement and covenants with the Owner to cooperate with the Architect and exercise the Construction Manager's skill and judgment in furthering the interests of the Owner; to furnish efficient construction administration, management services and supervision; to furnish at all times an adequate supply of workers and materials; and to perform the Work in an expeditious and economical manner consistent with the Owner's interests. The Owner agrees to furnish or approve, in a timely manner, information required by the Construction Manager and to make payments to the Construction Manager in accordance with the requirements of the Contract Documents.

§ 1.3 General Conditions

For the Preconstruction Phase, AIA Document A201™–2007, General Conditions of the Contract for Construction, shall apply only as specifically provided in this Agreement. For the Construction Phase, the general conditions of the contract shall be as set forth in A201–2007, which document is incorporated herein by reference. The term "Contractor" as used in A201–2007 shall mean the Construction Manager.

ARTICLE 2 CONSTRUCTION MANAGER'S RESPONSIBILITIES

The Construction Manager's Preconstruction Phase responsibilities are set forth in Sections 2.1 and 2.2. The Construction Manager's Construction Phase responsibilities are set forth in Section 2.3. The Owner and Construction Manager may agree, in consultation with the Architect, for the Construction Phase to commence prior to completion of

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the Preconstruction Phase, in which case, both phases will proceed concurrently. The Construction Manager shall identify a representative authorized to act on behalf of the Construction Manager with respect to the Project.

§ 2.1 Preconstruction Phase

§ 2.1.1 The Construction Manager shall provide a preliminary evaluation of the Owner's program, schedule and construction budget requirements, each in terms of the other.

§ 2.1.2 Consultation

The Construction Manager shall schedule and conduct meetings with the Architect and Owner to discuss such matters as procedures, progress, coordination, and scheduling of the Work. The Construction Manager shall advise the Owner and the Architect on proposed site use and improvements, selection of materials, and building systems and equipment. The Construction Manager shall also provide recommendations consistent with the Project requirements to the Owner and Architect on constructability; availability of materials and labor; time requirements for procurement, installation and construction; and factors related to construction cost including, but not limited to, costs of alternative designs or materials, preliminary budgets, life-cycle data, and possible cost reductions.

§ 2.1.3 When Project requirements in Section 3.1.1 have been sufficiently identified, the Construction Manager shall prepare and periodically update a Project schedule for the Architect's review and the Owner's acceptance. The Construction Manager shall obtain the Architect's approval for the portion of the Project schedule relating to the performance of the Architect's services. The Project schedule shall coordinate and integrate the Construction Manager's services, the Architect's services, other Owner consultants' services, and the Owner's responsibilities and identify items that could affect the Project's timely completion. The updated Project schedule shall include the following: submission of the Guaranteed Maximum Price proposal; components of the Work; times of commencement and completion required of each Subcontractor; ordering and delivery of products, including those that must be ordered well in advance of construction; and the occupancy requirements of the Owner.

§ 2.1.4 Phased Construction

The Construction Manager shall provide recommendations with regard to accelerated or fast-track scheduling, procurement, or phased construction. The Construction Manager shall take into consideration cost reductions, cost information, constructability, provisions for temporary facilities and procurement and construction scheduling issues.

§ 2.1.5 Preliminary Cost Estimates

§ 2.1.5.1 Based on the preliminary design and other design criteria prepared by the Architect, the Construction Manager shall prepare preliminary estimates of the Cost of the Work or the cost of program requirements using area, volume or similar conceptual estimating techniques for the Architect's review and Owner's approval. If the Architect or Construction Manager suggests alternative materials and systems, the Construction Manager shall provide cost evaluations of those alternative materials and systems.

§ 2.1.5.2 As the Architect progresses with the preparation of the Schematic Design, Design Development and Construction Documents, the Construction Manager shall prepare and update, at appropriate intervals agreed to by the Owner, Construction Manager and Architect, estimates of the Cost of the Work of increasing detail and refinement and allowing for the further development of the design until such time as the Owner and Construction Manager agree on a Guaranteed Maximum Price for the Work. Such estimates shall be provided for the Architect's review and the Owner's approval. The Construction Manager shall inform the Owner and Architect when estimates of the Cost of the Work exceed the latest approved Project budget and make recommendations for corrective action.

§ 2.1.6 Subcontractors and Suppliers

The Construction Manager shall develop bidders' interest in the Project.

§ 2.1.7 The Construction Manager shall prepare, for the Architect's review and the Owner's acceptance, a procurement schedule for items that must be ordered well in advance of construction. The Construction Manager shall expedite and coordinate the ordering and delivery of materials that must be ordered well in advance of construction. If the Owner agrees to procure any items prior to the establishment of the Guaranteed Maximum Price, the Owner shall procure the items on terms and conditions acceptable to the Construction Manager. Upon the establishment of the Guaranteed Maximum Price, the Owner shall assign all contracts for these items to the Construction Manager and the Construction Manager shall thereafter accept responsibility for them.

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§ 2.1.8 Extent of Responsibility
The Construction Manager shall exercise reasonable care in preparing schedules and estimates. The Construction Manager, however, does not warrant or guarantee estimates and schedules except as may be included as part of the Guaranteed Maximum Price. The Construction Manager is not required to ascertain that the Drawings and Specifications are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Construction Manager shall promptly report to the Architect and Owner any nonconformity discovered by or made known to the Construction Manager as a request for information in such form as the Architect may require.

§ 2.1.9 Notices and Compliance with Laws
The Construction Manager shall comply with applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to its performance under this Contract, and with equal employment opportunity programs, and other programs as may be required by governmental and quasi governmental authorities for inclusion in the Contract Documents.

§ 2.2 Guaranteed Maximum Price Proposal and Contract Time
§ 2.2.1 At a time to be mutually agreed upon by the Owner and the Construction Manager and in consultation with the Architect, the Construction Manager shall prepare a Guaranteed Maximum Price proposal for the Owner's review and acceptance. The Guaranteed Maximum Price in the proposal shall be the sum of the Construction Manager's estimate of the Cost of the Work, including contingencies described in Section 2.2.4, and the Construction Manager's Fee.

§ 2.2.2 To the extent that the Drawings and Specifications are anticipated to require further development by the Architect, the Construction Manager shall provide in the Guaranteed Maximum Price for such further development consistent with the Contract Documents and reasonably inferable therefrom. Such further development does not include such things as changes in scope, systems, kinds and quality of materials, finishes or equipment, all of which, if required, shall be incorporated by Change Order.

§ 2.2.3 The Construction Manager shall include with the Guaranteed Maximum Price proposal a written statement of its basis, which shall include the following:

.1 A list of the Drawings and Specifications, including all Addenda thereto, and the Conditions of the Contract;

.2 A list of the clarifications and assumptions made by the Construction Manager in the preparation of the Guaranteed Maximum Price proposal, including assumptions under Section 2.2.2, to supplement the information provided by the Owner and contained in the Drawings and Specifications;

.3 A statement of the proposed Guaranteed Maximum Price, including a statement of the estimated Cost of the Work organized by trade categories or systems, allowances, contingency, and the Construction Manager's Fee;

.4 The anticipated date of Substantial Completion upon which the proposed Guaranteed Maximum Price is based; and

.5 A date by which the Owner must accept the Guaranteed Maximum Price.

§ 2.2.4 In preparing the Construction Manager's Guaranteed Maximum Price proposal, the Construction Manager shall include its contingency for the Construction Manager's exclusive use to cover those costs considered reimbursable as the Cost of the Work but not included in a Change Order.

§ 2.2.5 The Construction Manager shall meet with the Owner and Architect to review the Guaranteed Maximum Price proposal. In the event that the Owner and Architect discover any inconsistencies or inaccuracies in the information presented, they shall promptly notify the Construction Manager, who shall make appropriate adjustments to the Guaranteed Maximum Price proposal, its basis, or both.

§ 2.2.6 If the Owner notifies the Construction Manager that the Owner has accepted the Guaranteed Maximum Price proposal in writing before the date specified in the Guaranteed Maximum Price proposal, the Guaranteed Maximum Price proposal shall be deemed effective without further acceptance from the Construction Manager. Following acceptance of a Guaranteed Maximum Price, the Owner and Construction Manager shall execute the Guaranteed Maximum Price Amendment amending this Agreement, a copy of which the Owner shall provide to the Architect. The Guaranteed Maximum Price Amendment shall set forth the agreed upon Guaranteed Maximum Price with the information and assumptions upon which it is based.

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§ 2.2.7 The Construction Manager shall not incur any cost to be reimbursed as part of the Cost of the Work prior to the commencement of the Construction Phase, unless the Owner provides prior written authorization for such costs.

§ 2.2.8 The Owner shall authorize the Architect to provide the revisions to the Drawings and Specifications to incorporate the agreed-upon assumptions and clarifications contained in the Guaranteed Maximum Price Amendment. The Owner shall promptly furnish those revised Drawings and Specifications to the Construction Manager as they are revised. The Construction Manager shall notify the Owner and Architect of any inconsistencies between the Guaranteed Maximum Price Amendment and the revised Drawings and Specifications.

§ 2.2.9 The Construction Manager shall include in the Guaranteed Maximum Price all sales, consumer, use and similar taxes for the Work provided by the Construction Manager that are legally enacted, whether or not yet effective, at the time the Guaranteed Maximum Price Amendment is executed.

§ 2.3 Construction Phase

§ 2.3.1 General

§ 2.3.1.1 For purposes of Section 8.1.2 of A201–2007, the date of commencement of the Work shall mean the date of commencement of the Construction Phase.

§ 2.3.1.2 The Construction Phase shall commence upon the Owner's acceptance of the Construction Manager's Guaranteed Maximum Price proposal or the Owner's issuance of a Notice to Proceed, whichever occurs earlier.

§ 2.3.2 Administration

§ 2.3.2.1 Those portions of the Work that the Construction Manager does not customarily perform with the Construction Manager's own personnel shall be performed under subcontracts or by other appropriate agreements with the Construction Manager. The Owner may designate specific persons from whom, or entities from which, the Construction Manager shall obtain bids. The Construction Manager shall obtain bids from Subcontractors and from suppliers of materials or equipment fabricated especially for the Work and shall deliver such bids to the Architect. The Owner shall then determine, with the advice of the Construction Manager and the Architect, which bids will be accepted. The Construction Manager shall not be required to contract with anyone to whom the Construction Manager has reasonable objection.

§ 2.3.2.2 If the Guaranteed Maximum Price has been established and when a specific bidder (1) is recommended to the Owner by the Construction Manager, (2) is qualified to perform that portion of the Work, and (3) has submitted a bid that conforms to the requirements of the Contract Documents without reservations or exceptions, but the Owner requires that another bid be accepted, then the Construction Manager may require that a Change Order be issued to adjust the Contract Time and the Guaranteed Maximum Price by the difference between the bid of the person or entity recommended to the Owner by the Construction Manager and the amount and time requirement of the subcontract or other agreement actually signed with the person or entity designated by the Owner.

§ 2.3.2.3 Subcontracts or other agreements shall conform to the applicable payment provisions of this Agreement, and shall not be awarded on the basis of cost plus a fee without the prior consent of the Owner. If the Subcontract is awarded on a cost-plus a fee basis, the Construction Manager shall provide in the Subcontract for the Owner to receive the same audit rights with regard to the Subcontractor as the Owner receives with regard to the Construction Manager in Section 6.11 below.

§ 2.3.2.4 If the Construction Manager recommends a specific bidder that may be considered a "related party" according to Section 6.10, then the Construction Manager shall promptly notify the Owner in writing of such relationship and notify the Owner of the specific nature of the contemplated transaction, according to Section 6.10.2.

§ 2.3.2.5 The Construction Manager shall schedule and conduct meetings to discuss such matters as procedures, progress, coordination, scheduling, and status of the Work. The Construction Manager shall prepare and promptly distribute minutes to the Owner and Architect.

§ 2.3.2.6 Upon the execution of the Guaranteed Maximum Price Amendment, the Construction Manager shall prepare and submit to the Owner and Architect a construction schedule for the Work and submittal schedule in accordance with Section 3.10 of A201–2007.

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§ 2.3.2.7 The Construction Manager shall record the progress of the Project. On a monthly basis, or otherwise as agreed to by the Owner, the Construction Manager shall submit written progress reports to the Owner and Architect, showing percentages of completion and other information required by the Owner. The Construction Manager shall also keep, and make available to the Owner and Architect, a daily log containing a record for each day of weather, portions of the Work in progress, number of workers on site, identification of equipment on site, problems that might affect progress of the work, accidents, injuries, and other information required by the Owner.

§ 2.3.2.8 The Construction Manager shall develop a system of cost control for the Work, including regular monitoring of actual costs for activities in progress and estimates for uncompleted tasks and proposed changes. The Construction Manager shall identify variances between actual and estimated costs and report the variances to the Owner and Architect and shall provide this information in its monthly reports to the Owner and Architect, in accordance with Section 2.3.2.7 above.

§ 2.4 Professional Services

Section 3.12.10 of A201–2007 shall apply to both the Preconstruction and Construction Phases.

§ 2.5 Hazardous Materials

Section 10.3 of A201–2007 shall apply to both the Preconstruction and Construction Phases.

ARTICLE 3 OWNER'S RESPONSIBILITIES

§ 3.1 Information and Services Required of the Owner

§ 3.1.1 The Owner shall provide information with reasonable promptness, regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, constraints, and criteria, including schedule, space requirements and relationships, flexibility and expandability, special equipment, systems sustainability and site requirements.

§ 3.1.2 Prior to the execution of the Guaranteed Maximum Price Amendment, the Construction Manager may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. Thereafter, the Construction Manager may only request such evidence if (1) the Owner fails to make payments to the Construction Manager as the Contract Documents require, (2) a change in the Work materially changes the Contract Sum, or (3) the Construction Manager identifies in writing a reasonable concern regarding the Owner's ability to make payment when due. The Owner shall furnish such evidence as a condition precedent to commencement or continuation of the Work or the portion of the Work affected by a material change. After the Owner furnishes the evidence, the Owner shall not materially vary such financial arrangements without prior notice to the Construction Manager and Architect.

§ 3.1.3 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1.1, (2) the Owner's other costs, and (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Construction Manager and Architect. The Owner and the Architect, in consultation with the Construction Manager, shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 3.1.4 Structural and Environmental Tests, Surveys and Reports. During the Preconstruction Phase, the Owner shall furnish the following information or services with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Construction Manager's performance of the Work with reasonable promptness after receiving the Construction Manager's written request for such information or services. The Construction Manager shall be entitled to rely on the accuracy of information and services furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 3.1.4.1 The Owner shall furnish tests, inspections and reports required by law and as otherwise agreed to by the parties, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 3.1.4.2 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

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§ 3.1.4.3 The Owner, when such services are requested, shall furnish services of geotechnical engineers, which may include but are not limited to test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 3.1.4.4 During the Construction Phase, the Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Construction Manager's performance of the Work with reasonable promptness after receiving the Construction Manager's written request for such information or services.

§ 3.2 Owner's Designated Representative

The Owner shall identify a representative authorized to act on behalf of the Owner with respect to the Project. The Owner's representative shall render decisions promptly and furnish information expeditiously, so as to avoid unreasonable delay in the services or Work of the Construction Manager. Except as otherwise provided in Section 4.2.1 of A201–2007, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 3.2.1 Legal Requirements. The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 3.3 Architect

The Owner shall retain an Architect to provide services, duties and responsibilities as described in AIA Document B103™–2007, Standard Form of Agreement Between Owner and Architect, including any additional services requested by the Construction Manager that are necessary for the Preconstruction and Construction Phase services under this Agreement. The Owner shall provide the Construction Manager a copy of the executed agreement between the Owner and the Architect, and any further modifications to the agreement.

ARTICLE 4 COMPENSATION AND PAYMENTS FOR PRECONSTRUCTION PHASE SERVICES

§ 4.1 Compensation

§ 4.1.1 For the Construction Manager's Preconstruction Phase services, the Owner shall compensate the Construction Manager as follows:

§ 4.1.2 For the Construction Manager's Preconstruction Phase services described in Sections 2.1 and 2.2:
(Insert amount of, or basis for, compensation and include a list of reimbursable cost items, as applicable.)

§ 4.1.3 If the Preconstruction Phase services covered by this Agreement have not been completed within ( ) months of the date of this Agreement, through no fault of the Construction Manager, the Construction Manager's compensation for Preconstruction Phase services shall be equitably adjusted.

§ 4.1.4 Compensation based on Direct Personnel Expense includes the direct salaries of the Construction Manager's personnel providing Preconstruction Phase services on the Project and the Construction Manager's costs for the mandatory and customary contributions and benefits related thereto, such as employment taxes and other statutory employee benefits, insurance, sick leave, holidays, vacations, employee retirement plans and similar contributions.

§ 4.2 Payments

§ 4.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed.

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§ 4.2.2 Payments are due and payable upon presentation of the Construction Manager's invoice. Amounts unpaid ( ) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Construction Manager.
(Insert rate of monthly or annual interest agreed upon.)

ARTICLE 5 COMPENSATION FOR CONSTRUCTION PHASE SERVICES

§ 5.1 For the Construction Manager's performance of the Work as described in Section 2.3, the Owner shall pay the Construction Manager the Contract Sum in current funds. The Contract Sum is the Cost of the Work as defined in Section 6.1.1 plus the Construction Manager's Fee.

§ 5.1.1 The Construction Manager's Fee:
(State a lump sum, percentage of Cost of the Work or other provision for determining the Construction Manager's Fee.)

§ 5.1.2 The method of adjustment of the Construction Manager's Fee for changes in the Work:

§ 5.1.3 Limitations, if any, on a Subcontractor's overhead and profit for increases in the cost of its portion of the Work:

§ 5.1.4 Rental rates for Construction Manager-owned equipment shall not exceed percent (%) of the standard rate paid at the place of the Project.

§ 5.1.5 Unit prices, if any:
(Identify and state the unit price; state the quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit ($0.00)

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§ 5.2 Guaranteed Maximum Price

§ 5.2.1 The Construction Manager guarantees that the Contract Sum shall not exceed the Guaranteed Maximum Price set forth in the Guaranteed Maximum Price Amendment, as it is amended from time to time. To the extent the Cost of the Work exceeds the Guaranteed Maximum Price, the Construction Manager shall bear such costs in excess of the Guaranteed Maximum Price without reimbursement or additional compensation from the Owner.
(Insert specific provisions if the Construction Manager is to participate in any savings.)

§ 5.2.2 The Guaranteed Maximum Price is subject to additions and deductions by Change Order as provided in the Contract Documents and the Date of Substantial Completion shall be subject to adjustment as provided in the Contract Documents.

§ 5.3 Changes in the Work

§ 5.3.1 The Owner may, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions. The Owner shall issue such changes in writing. The Architect may make minor changes in the Work as provided in Section 7.4 of AIA Document A201–2007, General Conditions of the Contract for Construction. The Construction Manager shall be entitled to an equitable adjustment in the Contract Time as a result of changes in the Work.

§ 5.3.2 Adjustments to the Guaranteed Maximum Price on account of changes in the Work subsequent to the execution of the Guaranteed Maximum Price Amendment may be determined by any of the methods listed in Section 7.3.3 of AIA Document A201–2007, General Conditions of the Contract for Construction.

§ 5.3.3 In calculating adjustments to subcontracts (except those awarded with the Owner's prior consent on the basis of cost plus a fee), the terms "cost" and "fee" as used in Section 7.3.3.3 of AIA Document A201–2007 and the term "costs" as used in Section 7.3.7 of AIA Document A201–2007 shall have the meanings assigned to them in AIA Document A201–2007 and shall not be modified by Sections 5.1 and 5.2, Sections 6.1 through 6.7, and Section 6.8 of this Agreement. Adjustments to subcontracts awarded with the Owner's prior consent on the basis of cost plus a fee shall be calculated in accordance with the terms of those subcontracts.

§ 5.3.4 In calculating adjustments to the Guaranteed Maximum Price, the terms "cost" and "costs" as used in the above-referenced provisions of AIA Document A201–2007 shall mean the Cost of the Work as defined in Sections 6.1 to 6.7 of this Agreement and the term "fee" shall mean the Construction Manager's Fee as defined in Section 5.1 of this Agreement.

§ 5.3.5 If no specific provision is made in Section 5.1.2 for adjustment of the Construction Manager's Fee in the case of changes in the Work, or if the extent of such changes is such, in the aggregate, that application of the adjustment provisions of Section 5.1.2 will cause substantial inequity to the Owner or Construction Manager, the Construction Manager's Fee shall be equitably adjusted on the same basis that was used to establish the Fee for the original Work, and the Guaranteed Maximum Price shall be adjusted accordingly.

ARTICLE 6 COST OF THE WORK FOR CONSTRUCTION PHASE

§ 6.1 Costs to Be Reimbursed

§ 6.1.1 The term Cost of the Work shall mean costs necessarily incurred by the Construction Manager in the proper performance of the Work. Such costs shall be at rates not higher than the standard paid at the place of the Project except with prior consent of the Owner. The Cost of the Work shall include only the items set forth in Sections 6.1 through 6.7.

§ 6.1.2 Where any cost is subject to the Owner's prior approval, the Construction Manager shall obtain this approval prior to incurring the cost. The parties shall endeavor to identify any such costs prior to executing Guaranteed Maximum Price Amendment.

§ 6.2 Labor Costs

§ 6.2.1 Wages of construction workers directly employed by the Construction Manager to perform the construction of the Work at the site or, with the Owner's prior approval, at off-site workshops.

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§ 6.2.2 Wages or salaries of the Construction Manager's supervisory and administrative personnel when stationed at the site with the Owner's prior approval.
(If it is intended that the wages or salaries of certain personnel stationed at the Construction Manager's principal or other offices shall be included in the Cost of the Work, identify in Section 11.5, the personnel to be included, whether for all or only part of their time, and the rates at which their time will be charged to the Work.)

§ 6.2.3 Wages and salaries of the Construction Manager's supervisory or administrative personnel engaged at factories, workshops or on the road, in expediting the production or transportation of materials or equipment required for the Work, but only for that portion of their time required for the Work.

§ 6.2.4 Costs paid or incurred by the Construction Manager for taxes, insurance, contributions, assessments and benefits required by law or collective bargaining agreements and, for personnel not covered by such agreements, customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, provided such costs are based on wages and salaries included in the Cost of the Work under Sections 6.2.1 through 6.2.3.

§ 6.2.5 Bonuses, profit sharing, incentive compensation and any other discretionary payments paid to anyone hired by the Construction Manager or paid to any Subcontractor or vendor, with the Owner's prior approval.

§ 6.3 Subcontract Costs
Payments made by the Construction Manager to Subcontractors in accordance with the requirements of the subcontracts.

§ 6.4 Costs of Materials and Equipment Incorporated in the Completed Construction
§ 6.4.1 Costs, including transportation and storage, of materials and equipment incorporated or to be incorporated in the completed construction.

§ 6.4.2 Costs of materials described in the preceding Section 6.4.1 in excess of those actually installed to allow for reasonable waste and spoilage. Unused excess materials, if any, shall become the Owner's property at the completion of the Work or, at the Owner's option, shall be sold by the Construction Manager. Any amounts realized from such sales shall be credited to the Owner as a deduction from the Cost of the Work.

§ 6.5 Costs of Other Materials and Equipment, Temporary Facilities and Related Items
§ 6.5.1 Costs of transportation, storage, installation, maintenance, dismantling and removal of materials, supplies, temporary facilities, machinery, equipment and hand tools not customarily owned by construction workers that are provided by the Construction Manager at the site and fully consumed in the performance of the Work. Costs of materials, supplies, temporary facilities, machinery, equipment and tools that are not fully consumed shall be based on the cost or value of the item at the time it is first used on the Project site less the value of the item when it is no longer used at the Project site. Costs for items not fully consumed by the Construction Manager shall mean fair market value.

§ 6.5.2 Rental charges for temporary facilities, machinery, equipment and hand tools not customarily owned by construction workers that are provided by the Construction Manager at the site and costs of transportation, installation, minor repairs, dismantling and removal. The total rental cost of any Construction Manager-owned item may not exceed the purchase price of any comparable item. Rates of Construction Manager-owned equipment and quantities of equipment shall be subject to the Owner's prior approval.

§ 6.5.3 Costs of removal of debris from the site of the Work and its proper and legal disposal.

§ 6.5.4 Costs of document reproductions, facsimile transmissions and long-distance telephone calls, postage and parcel delivery charges, telephone service at the site and reasonable petty cash expenses of the site office.

§ 6.5.5 That portion of the reasonable expenses of the Construction Manager's supervisory or administrative personnel incurred while traveling in discharge of duties connected with the Work.

§ 6.5.6 Costs of materials and equipment suitably stored off the site at a mutually acceptable location, subject to the Owner's prior approval.

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§ 6.6 Miscellaneous Costs

§ 6.6.1 Premiums for that portion of insurance and bonds required by the Contract Documents that can be directly attributed to this Contract. Self-insurance for either full or partial amounts of the coverages required by the Contract Documents, with the Owner's prior approval.

§ 6.6.2 Sales, use or similar taxes imposed by a governmental authority that are related to the Work and for which the Construction Manager is liable.

§ 6.6.3 Fees and assessments for the building permit and for other permits, licenses and inspections for which the Construction Manager is required by the Contract Documents to pay.

§ 6.6.4 Fees of laboratories for tests required by the Contract Documents, except those related to defective or nonconforming Work for which reimbursement is excluded by Section 13.5.3 of AIA Document A201–2007 or by other provisions of the Contract Documents, and which do not fall within the scope of Section 6.7.3.

§ 6.6.5 Royalties and license fees paid for the use of a particular design, process or product required by the Contract Documents; the cost of defending suits or claims for infringement of patent rights arising from such requirement of the Contract Documents; and payments made in accordance with legal judgments against the Construction Manager resulting from such suits or claims and payments of settlements made with the Owner's consent. However, such costs of legal defenses, judgments and settlements shall not be included in the calculation of the Construction Manager's Fee or subject to the Guaranteed Maximum Price. If such royalties, fees and costs are excluded by the last sentence of Section 3.17 of AIA Document A201–2007 or other provisions of the Contract Documents, then they shall not be included in the Cost of the Work.

§ 6.6.6 Costs for electronic equipment and software, directly related to the Work with the Owner's prior approval.

§ 6.6.7 Deposits lost for causes other than the Construction Manager's negligence or failure to fulfill a specific responsibility in the Contract Documents.

§ 6.6.8 Legal, mediation and arbitration costs, including attorneys' fees, other than those arising from disputes between the Owner and Construction Manager, reasonably incurred by the Construction Manager after the execution of this Agreement in the performance of the Work and with the Owner's prior approval, which shall not be unreasonably withheld.

§ 6.6.9 Subject to the Owner's prior approval, expenses incurred in accordance with the Construction Manager's standard written personnel policy for relocation and temporary living allowances of the Construction Manager's personnel required for the Work.

§ 6.7 Other Costs and Emergencies

§ 6.7.1 Other costs incurred in the performance of the Work if, and to the extent, approved in advance in writing by the Owner.

§ 6.7.2 Costs incurred in taking action to prevent threatened damage, injury or loss in case of an emergency affecting the safety of persons and property, as provided in Section 10.4 of AIA Document A201–2007.

§ 6.7.3 Costs of repairing or correcting damaged or nonconforming Work executed by the Construction Manager, Subcontractors or suppliers, provided that such damaged or nonconforming Work was not caused by negligence or failure to fulfill a specific responsibility of the Construction Manager and only to the extent that the cost of repair or correction is not recovered by the Construction Manager from insurance, sureties, Subcontractors, suppliers, or others.

§ 6.7.4 The costs described in Sections 6.1 through 6.7 shall be included in the Cost of the Work, notwithstanding any provision of AIA Document A201–2007 or other Conditions of the Contract which may require the Construction Manager to pay such costs, unless such costs are excluded by the provisions of Section 6.8.

§ 6.8 Costs Not To Be Reimbursed

§ 6.8.1 The Cost of the Work shall not include the items listed below:

.1 Salaries and other compensation of the Construction Manager's personnel stationed at the Construction Manager's principal office or offices other than the site office, except as specifically provided in Section 6.2, or as may be provided in Article 11;

.2 Expenses of the Construction Manager's principal office and offices other than the site office;

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.3 Overhead and general expenses, except as may be expressly included in Sections 6.1 to 6.7;

.4 The Construction Manager's capital expenses, including interest on the Construction Manager's capital employed for the Work;

.5 Except as provided in Section 6.7.3 of this Agreement, costs due to the negligence or failure of the Construction Manager, Subcontractors and suppliers or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable to fulfill a specific responsibility of the Contract;

.6 Any cost not specifically and expressly described in Sections 6.1 to 6.7;

.7 Costs, other than costs included in Change Orders approved by the Owner, that would cause the Guaranteed Maximum Price to be exceeded; and

.8 Costs for services incurred during the Preconstruction Phase.

§ 6.9 Discounts, Rebates and Refunds

§ 6.9.1 Cash discounts obtained on payments made by the Construction Manager shall accrue to the Owner if (1) before making the payment, the Construction Manager included them in an Application for Payment and received payment from the Owner, or (2) the Owner has deposited funds with the Construction Manager with which to make payments; otherwise, cash discounts shall accrue to the Construction Manager. Trade discounts, rebates, refunds and amounts received from sales of surplus materials and equipment shall accrue to the Owner, and the Construction Manager shall make provisions so that they can be obtained.

§ 6.9.2 Amounts that accrue to the Owner in accordance with the provisions of Section 6.9.1 shall be credited to the Owner as a deduction from the Cost of the Work.

§ 6.10 Related Party Transactions

§ 6.10.1 For purposes of Section 6.10, the term "related party" shall mean a parent, subsidiary, affiliate or other entity having common ownership or management with the Construction Manager; any entity in which any stockholder in, or management employee of, the Construction Manager owns any interest in excess of ten percent in the aggregate; or any person or entity which has the right to control the business or affairs of the Construction Manager. The term "related party" includes any member of the immediate family of any person identified above.

§ 6.10.2 If any of the costs to be reimbursed arise from a transaction between the Construction Manager and a related party, the Construction Manager shall notify the Owner of the specific nature of the contemplated transaction, including the identity of the related party and the anticipated cost to be incurred, before any such transaction is consummated or cost incurred. If the Owner, after such notification, authorizes the proposed transaction, then the cost incurred shall be included as a cost to be reimbursed, and the Construction Manager shall procure the Work, equipment, goods or service from the related party, as a Subcontractor, according to the terms of Sections 2.3.2.1, 2.3.2.2 and 2.3.2.3. If the Owner fails to authorize the transaction, the Construction Manager shall procure the Work, equipment, goods or service from some person or entity other than a related party according to the terms of Sections 2.3.2.1, 2.3.2.2 and 2.3.2.3.

§ 6.11 Accounting Records

The Construction Manager shall keep full and detailed records and accounts related to the cost of the Work and exercise such controls as may be necessary for proper financial management under this Contract and to substantiate all costs incurred. The accounting and control systems shall be satisfactory to the Owner. The Owner and the Owner's auditors shall, during regular business hours and upon reasonable notice, be afforded access to, and shall be permitted to audit and copy, the Construction Manager's records and accounts, including complete documentation supporting accounting entries, books, correspondence, instructions, drawings, receipts, subcontracts, Subcontractor's proposals, purchase orders, vouchers, memoranda and other data relating to this Contract. The Construction Manager shall preserve these records for a period of three years after final payment, or for such longer period as may be required by law.

ARTICLE 7 PAYMENTS FOR CONSTRUCTION PHASE SERVICES

§ 7.1 Progress Payments

§ 7.1.1 Based upon Applications for Payment submitted to the Architect by the Construction Manager and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Construction Manager as provided below and elsewhere in the Contract Documents.

§ 7.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

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§ 7.1.3 Provided that an Application for Payment is received by the Architect not later than the day of a month, the Owner shall make payment of the certified amount to the Construction Manager not later than the day of the month. If an Application for Payment is received by the Architect after the application date fixed above, payment shall be made by the Owner not later than ( ) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 7.1.4 With each Application for Payment, the Construction Manager shall submit payrolls, petty cash accounts, receipted invoices or invoices with check vouchers attached, and any other evidence required by the Owner or Architect to demonstrate that cash disbursements already made by the Construction Manager on account of the Cost of the Work equal or exceed progress payments already received by the Construction Manager, less that portion of those payments attributable to the Construction Manager's Fee, plus payrolls for the period covered by the present Application for Payment.

§ 7.1.5 Each Application for Payment shall be based on the most recent schedule of values submitted by the Construction Manager in accordance with the Contract Documents. The schedule of values shall allocate the entire Guaranteed Maximum Price among the various portions of the Work, except that the Construction Manager's Fee shall be shown as a single separate item. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Construction Manager's Applications for Payment.

§ 7.1.6 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment. The percentage of completion shall be the lesser of (1) the percentage of that portion of the Work which has actually been completed, or (2) the percentage obtained by dividing (a) the expense that has actually been incurred by the Construction Manager on account of that portion of the Work for which the Construction Manager has made or intends to make actual payment prior to the next Application for Payment by (b) the share of the Guaranteed Maximum Price allocated to that portion of the Work in the schedule of values.

§ 7.1.7 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

.1 Take that portion of the Guaranteed Maximum Price properly allocable to completed Work as determined by multiplying the percentage of completion of each portion of the Work by the share of the Guaranteed Maximum Price allocated to that portion of the Work in the schedule of values. Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201–2007;

.2 Add that portion of the Guaranteed Maximum Price properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work, or if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing;

.3 Add the Construction Manager's Fee, less retainage of percent (%). The Construction Manager's Fee shall be computed upon the Cost of the Work at the rate stated in Section 5.1 or, if the Construction Manager's Fee is stated as a fixed sum in that Section, shall be an amount that bears the same ratio to that fixed-sum fee as the Cost of the Work bears to a reasonable estimate of the probable Cost of the Work upon its completion;

.4 Subtract retainage of percent (%) from that portion of the Work that the Construction Manager self-performs;

.5 Subtract the aggregate of previous payments made by the Owner;

.6 Subtract the shortfall, if any, indicated by the Construction Manager in the documentation required by Section 7.1.4 to substantiate prior Applications for Payment, or resulting from errors subsequently discovered by the Owner's auditors in such documentation; and

.7 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201–2007.

§ 7.1.8 The Owner and Construction Manager shall agree upon (1) a mutually acceptable procedure for review and approval of payments to Subcontractors and (2) the percentage of retainage held on Subcontracts, and the Construction Manager shall execute subcontracts in accordance with those agreements.

§ 7.1.9 Except with the Owner's prior approval, the Construction Manager shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

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§ 7.1.10 In taking action on the Construction Manager's Applications for Payment, the Architect shall be entitled to rely on the accuracy and completeness of the information furnished by the Construction Manager and shall not be deemed to represent that the Architect has made a detailed examination, audit or arithmetic verification of the documentation submitted in accordance with Section 7.1.4 or other supporting data; that the Architect has made exhaustive or continuous on-site inspections; or that the Architect has made examinations to ascertain how or for what purposes the Construction Manager has used amounts previously paid on account of the Contract. Such examinations, audits and verifications, if required by the Owner, will be performed by the Owner's auditors acting in the sole interest of the Owner.

§ 7.2 Final Payment

§ 7.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Construction Manager when

.1 the Construction Manager has fully performed the Contract except for the Construction Manager's responsibility to correct Work as provided in Section 12.2.2 of AIA Document A201–2007, and to satisfy other requirements, if any, which extend beyond final payment;

.2 the Construction Manager has submitted a final accounting for the Cost of the Work and a final Application for Payment; and

.3 a final Certificate for Payment has been issued by the Architect.

The Owner's final payment to the Construction Manager shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

§ 7.2.2 The Owner's auditors will review and report in writing on the Construction Manager's final accounting within 30 days after delivery of the final accounting to the Architect by the Construction Manager. Based upon such Cost of the Work as the Owner's auditors report to be substantiated by the Construction Manager's final accounting, and provided the other conditions of Section 7.2.1 have been met, the Architect will, within seven days after receipt of the written report of the Owner's auditors, either issue to the Owner a final Certificate for Payment with a copy to the Construction Manager, or notify the Construction Manager and Owner in writing of the Architect's reasons for withholding a certificate as provided in Section 9.5.1 of the AIA Document A201–2007. The time periods stated in this Section supersede those stated in Section 9.4.1 of the AIA Document A201–2007. The Architect is not responsible for verifying the accuracy of the Construction Manager's final accounting.

§ 7.2.3 If the Owner's auditors report the Cost of the Work as substantiated by the Construction Manager's final accounting to be less than claimed by the Construction Manager, the Construction Manager shall be entitled to request mediation of the disputed amount without seeking an initial decision pursuant to Section 15.2 of A201–2007. A request for mediation shall be made by the Construction Manager within 30 days after the Construction Manager's receipt of a copy of the Architect's final Certificate for Payment. Failure to request mediation within this 30-day period shall result in the substantiated amount reported by the Owner's auditors becoming binding on the Construction Manager. Pending a final resolution of the disputed amount, the Owner shall pay the Construction Manager the amount certified in the Architect's final Certificate for Payment.

§ 7.2.4 If, subsequent to final payment and at the Owner's request, the Construction Manager incurs costs described in Section 6.1.1 and not excluded by Section 6.8 to correct defective or nonconforming Work, the Owner shall reimburse the Construction Manager such costs and the Construction Manager's Fee applicable thereto on the same basis as if such costs had been incurred prior to final payment, but not in excess of the Guaranteed Maximum Price. If the Construction Manager has participated in savings as provided in Section 5.2.1, the amount of such savings shall be recalculated and appropriate credit given to the Owner in determining the net amount to be paid by the Owner to the Construction Manager.

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ARTICLE 8 INSURANCE AND BONDS

For all phases of the Project, the Construction Manager and the Owner shall purchase and maintain insurance, and the Construction Manager shall provide bonds as set forth in Article 11 of AIA Document A201–2007.
(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201–2007.)

Type of Insurance or Bond	Limit of Liability or Bond Amount ($0.00)

ARTICLE 9 DISPUTE RESOLUTION

§ 9.1 Any Claim between the Owner and Construction Manager shall be resolved in accordance with the provisions set forth in this Article 9 and Article 15 of A201–2007. However, for Claims arising from or relating to the Construction Manager's Preconstruction Phase services, no decision by the Initial Decision Maker shall be required as a condition precedent to mediation or binding dispute resolution, and Section 9.3 of this Agreement shall not apply.

§ 9.2 For any Claim subject to, but not resolved by mediation pursuant to Section 15.3 of AIA Document A201–2007, the method of binding dispute resolution shall be as follows:
(Check the appropriate box. If the Owner and Construction Manager do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)

☐ Arbitration pursuant to Section 15.4 of AIA Document A201–2007

☐ Litigation in a court of competent jurisdiction

☐ Other: *(Specify)*

§ 9.3 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Section 15.2 of AIA Document A201–2007 for Claims arising from or relating to the Construction Manager's Construction Phase services, unless the parties appoint below another individual, not a party to the Agreement, to serve as the Initial Decision Maker.
(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

ARTICLE 10 TERMINATION OR SUSPENSION

§ 10.1 Termination Prior to Establishment of the Guaranteed Maximum Price

§ 10.1.1 Prior to the execution of the Guaranteed Maximum Price Amendment, the Owner may terminate this Agreement upon not less than seven days' written notice to the Construction Manager for the Owner's convenience and without cause, and the Construction Manager may terminate this Agreement, upon not less than seven days' written notice to the Owner, for the reasons set forth in Section 14.1.1 of A201–2007.

§ 10.1.2 In the event of termination of this Agreement pursuant to Section 10.1.1, the Construction Manager shall be equitably compensated for Preconstruction Phase services performed prior to receipt of a notice of termination. In no event shall the Construction Manager's compensation under this Section exceed the compensation set forth in Section 4.1.

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§ 10.1.3 If the Owner terminates the Contract pursuant to Section 10.1.1 after the commencement of the Construction Phase but prior to the execution of the Guaranteed Maximum Price Amendment, the Owner shall pay to the Construction Manager an amount calculated as follows, which amount shall be in addition to any compensation paid to the Construction Manager under Section 10.1.2:

.1 Take the Cost of the Work incurred by the Construction Manager to the date of termination;

.2 Add the Construction Manager's Fee computed upon the Cost of the Work to the date of termination at the rate stated in Section 5.1 or, if the Construction Manager's Fee is stated as a fixed sum in that Section, an amount that bears the same ratio to that fixed-sum Fee as the Cost of the Work at the time of termination bears to a reasonable estimate of the probable Cost of the Work upon its completion; and

.3 Subtract the aggregate of previous payments made by the Owner for Construction Phase services.

The Owner shall also pay the Construction Manager fair compensation, either by purchase or rental at the election of the Owner, for any equipment owned by the Construction Manager which the Owner elects to retain and which is not otherwise included in the Cost of the Work under Section 10.1.3.1. To the extent that the Owner elects to take legal assignment of subcontracts and purchase orders (including rental agreements), the Construction Manager shall, as a condition of receiving the payments referred to in this Article 10, execute and deliver all such papers and take all such steps, including the legal assignment of such subcontracts and other contractual rights of the Construction Manager, as the Owner may require for the purpose of fully vesting in the Owner the rights and benefits of the Construction Manager under such subcontracts or purchase orders. All Subcontracts, purchase orders and rental agreements entered into by the Construction Manager will contain provisions allowing for assignment to the Owner as described above.

If the Owner accepts assignment of subcontracts, purchase orders or rental agreements as described above, the Owner will reimburse or indemnify the Construction Manager for all costs arising under the subcontract, purchase order or rental agreement, if those costs would have been reimbursable as Cost of the Work if the contract had not been terminated. If the Owner chooses not to accept assignment of any subcontract, purchase order or rental agreement that would have constituted a Cost of the Work had this agreement not been terminated, the Construction Manager will terminate the subcontract, purchase order or rental agreement and the Owner will pay the Construction Manager the costs necessarily incurred by the Construction Manager because of such termination.

§ 10.2 Termination Subsequent to Establishing Guaranteed Maximum Price

Following execution of the Guaranteed Maximum Price Amendment and subject to the provisions of Section 10.2.1 and 10.2.2 below, the Contract may be terminated as provided in Article 14 of AIA Document A201–2007.

§ 10.2.1 If the Owner terminates the Contract after execution of the Guaranteed Maximum Price Amendment, the amount payable to the Construction Manager pursuant to Sections 14.2 and 14.4 of A201–2007 shall not exceed the amount the Construction Manager would otherwise have received pursuant to Sections 10.1.2 and 10.1.3 of this Agreement.

§ 10.2.2 If the Construction Manager terminates the Contract after execution of the Guaranteed Maximum Price Amendment, the amount payable to the Construction Manager under Section 14.1.3 of A201–2007 shall not exceed the amount the Construction Manager would otherwise have received under Sections 10.1.2 and 10.1.3 above, except that the Construction Manager's Fee shall be calculated as if the Work had been fully completed by the Construction Manager, utilizing as necessary a reasonable estimate of the Cost of the Work for Work not actually completed.

§ 10.3 Suspension

The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2007. In such case, the Guaranteed Maximum Price and Contract Time shall be increased as provided in Section 14.3.2 of AIA Document A201–2007, except that the term "profit" shall be understood to mean the Construction Manager's Fee as described in Sections 5.1 and 5.3.5 of this Agreement.

ARTICLE 11 MISCELLANEOUS PROVISIONS

§ 11.1 Terms in this Agreement shall have the same meaning as those in A201–2007.

§ 11.2 Ownership and Use of Documents

Section 1.5 of A201–2007 shall apply to both the Preconstruction and Construction Phases.

§ 11.3 Governing Law

Section 13.1 of A201–2007 shall apply to both the Preconstruction and Construction Phases.

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§ 11.4 Assignment

The Owner and Construction Manager, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Construction Manager shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement. Except as provided in Section 13.2.2 of A201–2007, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 11.5 Other provisions:

ARTICLE 12 SCOPE OF THE AGREEMENT

§ 12.1 This Agreement represents the entire and integrated agreement between the Owner and the Construction Manager and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Construction Manager.

§ 12.2 The following documents comprise the Agreement:

.1 AIA Document A133™–2009, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price

.2 AIA Document A201™–2007, General Conditions of the Contract for Construction

.3 AIA Document E201™–2007, Digital Data Protocol Exhibit, if completed, or the following:

.4 AIA Document E202™–2008, Building Information Modeling Protocol Exhibit, if completed, or the following:

.5 Other documents:
(List other documents, if any, forming part of the Agreement.)

This Agreement is entered into as of the day and year first written above.

OWNER *(Signature)*	**CONSTRUCTION MANAGER** *(Signature)*
(Printed name and title)	*(Printed name and title)*

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AIA® Document A133™ – 2009 Exhibit A

Guaranteed Maximum Price Amendment

for the following PROJECT:
(Name and address or location)

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

THE OWNER:
(Name, legal status and address)

THE CONSTRUCTION MANAGER:
(Name, legal status and address)

ARTICLE A.1

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 2.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of this Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed
($),
subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price.
(Provide below or reference an attachment.)

Init.
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§ A.1.1.3 The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the Contract Documents permit the Owner to accept other alternates subsequent to the execution of this Amendment, attach a schedule of such other alternates showing the amount for each and the date when the amount expires.)

§ A.1.1.4 Allowances included in the Guaranteed Maximum Price, if any:
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price

§ A.1.1.5 Assumptions, if any, on which the Guaranteed Maximum Price is based:

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

§ A.1.1.7 The Guaranteed Maximum Price is based upon the following Specifications:
(Either list the Specifications here, or refer to an exhibit attached to this Agreement.)

Section	Title	Date	Pages

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§ A.1.1.8 The Guaranteed Maximum Price is based upon the following Drawings:
(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)

Number	Title	Date

§ A.1.1.9 The Guaranteed Maximum Price is based upon the following other documents and information:
(List any other documents or information here, or refer to an exhibit attached to this Agreement.)

ARTICLE A.2
§ A.2.1 The anticipated date of Substantial Completion established by this Amendment:

OWNER *(Signature)*	**CONSTRUCTION MANAGER** *(Signature)*
(Printed name and title)	*(Printed name and title)*

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