City of Ramsey
Agenda
Regular City Council
Tuesday, December 8, 2015
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

3. Citizen Input

4. Consent Agenda

1. Receive Cash and Investments for Period Ending November 30, 2015

2. Note the Following Boards and Commissions Meeting Minutes:
1. October 8, 2015 Economic Development Authority Meeting Minutes
2. October 15, 2015 Planning Commission Meeting Minutes
3. October 15, 2015 Planning Commission Meeting Minutes

3. Approve the Following Meeting Minutes:
1. City Council Work Session dated 11/24/2015
2. City Council Regular dated 11/24/2015

4. Approve Request to Declare Surplus Property

5. Amend City Council Meeting Schedule for January and February 2016 Due to Special Election

6. Adopt Resolution #15-12-293 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 19, 2015 through December 2, 2015

7. Adopt Resolution #15-12-292 Decertifying Tax Increment Financing District #7

8. Adopt Resolution #15-12-300 Appointing Election Judges for the Special Primary Election on January 12, 2016

9. Report from Public Works Committee.
1. Public Works Campus Space Needs Analysis: Assistant to the City Administrator Brama noted a motion is not needed. This information will be brought to the Council for its consideration.

5. Approve Agenda

6. Public Hearing

1. Public Comment Input on 2016 Tax Levies and General Fund Budget and Adoption of Final Levies and Budgets

7. Council Business

1. Adopt Resolution #15-12-297 Authorizing the Acquisition of Land for Lake Itasca Community Park, and Satisfying Park Dedication Obligations for Northfork Inc.

2. Discuss Follow Up of Recent Erosion Site Visit on Mississippi River and Consider Authorizing a Shoreline Inventory of Erosion Concerns along the Mississippi River

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **4. 1.**

Meeting Date: 12/08/2015

By: Diana Lund, Finance

Information

Title

Receive Cash and Investments for Period Ending November 30, 2015

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending November 30, 2015.

Cash and investment report shows the monthly cash flow - receipts and expenditures through November 30, 2015 with the current listing of the city's investment portfolio.

Action:

None required. Informational only.

Attachments

Cash & Investments for Period Ending November 30, 2015

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2015 11:35 AM
Form Started By: Diana Lund		Started On: 11/24/2015 05:11 PM
Final Approval Date: 12/03/2015		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended November 30, 2015

	November-15 CURRENT MONTH	2015 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE	$ 59,374,578.77	$ 48,282,687.30
CASH INFLOWS:		
Daily Deposit	905,882.40	14,554,893.48
Tax Settlements	-	5,689,070.87
U/B Receipts	1,004,083.36	3,613,561.20
Credit Cards	214,316.91	1,011,677.15
Interest Earnings [Net of Interest Paid on Investments]	54,971.02	624,469.13
Bond Proceeds		5,061,557.86
TOTAL CASH INFLOW	$ 2,179,253.69	$ 30,555,229.69
TOTAL CASH AVAILABLE	$ 61,553,832.46	$ 78,837,916.99
CASH OUTFLOWS:		
Prepaid Checks	330,667.75	$ 5,568,085.12
Bills Lists	537,625.53	4,953,465.76
Pay Estimates	1,000,320.18	4,517,293.02
Credit Cards	2,364.46	28,411.53
Payroll - Net	276,815.91	3,334,719.29
Flex Reimbursement	4,501.57	54,876.09
Void Checks/Dormant Checks Paid	(762.23)	(31,479.50)
Debt Service	-	1,010,246.39
Miscellaneous [Bank Charges; etc.]	-	-
TOTAL CASH OUTFLOW	$ 2,151,533.17	$ 19,435,617.70
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 59,402,299.29**	**$ 59,402,299.29**
MEMO - NET 2015 CASH INFLOW (OUTFLOW)	**27,720.52**	**11,119,611.99**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	**$ 50,364,375.46**	**43,917,588.88**
Purchases	2,400,000.00	19,351,000.00
Maturities/Sales	(2,381,610.98)	(12,885,824.40)
ENDING BALANCE	**$ 50,382,764.48**	**$ 50,382,764.48**

Prepared by the City of Ramsey Finance Department
12/3/2015

2015 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2015	PURCH 2015	SOLD/ MATURE 2015	BV PRIN BAL 12/31/2015	PAR	YTM
14M1205A	9/18/2014	4M	CD-BANNER CAPITAL BA	19274	246,700.00		0.00	246,700.00	246,700	0.70%
14M1205B	9/18/2014	4M	CD-CAPITAL BANK NA (I	35278	83,300.00		0.00	83,300.00	83,300	0.85%
150924	9/26/2016	4M	Term Series 4M			1,000,000.00	0.00	1,000,000.00	1,000,000.00	0.60%
14M1205C	9/18/2014	4M	CD-SONABANK (BOND P	57968	161,000.00		0.00	161,000.00	161,000	0.75%
14M1212A	9/8/2015	4M	CD-BANK OF THE OZARI	110	198,000.00		198,000.00	0.00	198,000	0.26%
14M1212B	9/8/2015	4M	CD-ONEWEST BANK NA (	58978	150,000.00		150,000.00	0.00	150,000	0.30%
141009	4/9/2015	4M	Term Series 4M		1,000,000.00		1,000,000.00	0.00	1,000,000	0.17%
141212B	12/14/2015	4M	Term Series 4M		1,000,000.00		0.00	1,000,000.00	1,000,000	0.25%
								2,491,000.00		
150330	12/30/2019	BAIRD	FHLMC	3134G6KS1		500,000.00	500,000.00	0.00	500,000	2.00%
150701A	2/1/2020	BAIRD	WINTHROP MN TAX	976367ND0		290,000.00	0.00	290,000.00	290,000	2.43%
150701B	2/1/2021	BAIRD	WINTHROP MN TAX	976367NE8		305,000.00	0.00	305,000.00	305,000	2.68%
140904	9/1/2021	BAIRD	OKLAHOMA TAXABLE	678519RP6	535,000.00		0.00	535,000.00	535,000	2.45%
								1,130,000.00		
141212A	6/12/2017	ICD SEC	CD-ALLY BANK	02006LMP5	100,000.00		0.00	100,000.00	100,000	1.20%
140709	7/11/2016	ICD SEC	CD-ALLY BANK	02006LFP3	76,000.00		0.00	76,000.00	76,000	0.65%
121219A	12/21/2015	ICD SEC	CD-ALLY BANK	02005QU76	58,000.00		0.00	58,000.00	58,000	0.90%
150710B	7/10/2017	ICD SEC	CD-AMERICAN COMMER	02519TAC0		250,000.00	0.00	250,000.00	250,000.00	1.00%
141211	12/12/2016	ICD SEC	CD-AMERICAN EXPRESS	02587DWT1	250,000.00		0.00	250,000.00	250,000	1.05%
140725B	1/25/2017	ICD SEC	CD-AMERICAN WEST BA	03059OD59	200,000.00		0.00	200,000.00	200,000	0.80%
140813	2/16/2016	ICD SEC	CD-BANCO POPULAR	05967ES75	250,000.00		0.00	250,000.00	250,000	0.65%
150415	4/13/2017	ICD SEC	CD-BANK CASTILE	061077BC6		150,000.00	0.00	150,000.00	150,000	0.70%
150930C	9/30/2016	ICD SEC	CD-BANK HAPOALIM	06251AJ84		250,000.00	0.00	250,000.00	100,000.00	0.60%
141224B	6/24/2015	ICD SEC	CD-BANK INDIA	06278CG66	100,000.00		100,000.00	0.00	100,000	0.35%
131224A	12/27/2016	ICD SEC	CD-BANK OF BARODA	06062ACN7	249,000.00		0.00	249,000.00	249,000.00	1.00%
150604A	6/1/2016	ICD SEC	CD-BANK OF INDIA	06278C4G7		150,000.00	0.00	150,000.00	150,000	0.45%
150630B	3/30/2017	ICD SEC	CD-BANK OF NORTH CAI	06414QVR7		250,000.00	0.00	250,000.00	250,000	0.85%
151130B	11/30/2017	ICD SEC	CD-BANK UNITED	066519BC2		250,000.00	0.00	250,000.00	250,000.00	1.10%
140716	7/16/2019	ICD SEC	CD-BARCLAYS BANK	0674OKHF7	250,000.00		0.00	250,000.00	250,000	2.05%
150220	8/19/2016	ICD SEC	CD-BBCN BANK	073296BJ3		198,000.00	0.00	198,000.00	198,000	0.55%
131127	11/25/2015	ICD SEC	CD-BEAL BANK USA	07370WBF2	78,000.00		78,000.00	0.00	78,000	0.65%
131218	12/16/2015	ICD SEC	CD-BEAL BANK USA	07370WC27	150,000.00		0.00	150,000.00	150,000.00	0.65%
150612	12/30/2016	ICD SEC	CD-BERKSHIRE BANK	084601DT7		250,000.00	0.00	250,000.00	250,000	0.70%
150923	9/22/2017	ICD SEC	CD-BMO HARRIS	05573J4P3		250,000.00	0.00	250,000.00	250,000.00	1.10%
150626B	6/26/2017	ICD SEC	CD-BMW BANK OF NORT	0558OABY9		150,000.00	0.00	150,000.00	150,000	1.05%
121123C	11/16/2016	ICD SEC	CD-BMW BANK OF NORT	05568P2K2	100,000.00		0.00	100,000.00	100,000	1.20%
150715A	7/16/2018	ICD SEC	CD-CAPITAL ONE BANK	14042E4R8		250,000.00	0.00	250,000.00	250,000.00	1.60%
150624	12/26/2017	ICD SEC	CD-CAPITAL ONE BANK	29266NK71		100,000.00	0.00	100,000.00	100,000	1.30%
141126	11/28/2016	ICD SEC	CD-CAPITAL ONE BANK	140420RA0	150,000.00		0.00	150,000.00	150,000	1.05%
150930B	3/30/2017	ICD SEC	CD-CARDINAL BANK	14147VFD3		250,000.00	0.00	250,000.00	250,000.00	0.80%
130726A	1/26/2016	ICD SEC	CD-CATHAY BANK	149159JA4	248,000.00		0.00	248,000.00	248,000	0.70%
140818	8/18/2016	ICD SEC	CD-COMENITY BANK	20033AGB6	250,000.00		0.00	250,000.00	250,000	0.80%
151130A	11/30/2017	ICD SEC	CD-COMPASS BANK	20451PNZ5		250,000.00	0.00	250,000.00	250,000.00	1.15%
130925	9/25/2015	ICD SEC	CD-COMPASS BANK	20451PEM4	100,000.00		100,000.00	0.00	100,000	0.75%
131030	10/30/2015	ICD SEC	CD-COMPASS BANK	20451PGF7	150,000.00		150,000.00	0.00	150,000	0.75%
150715B	7/17/2017	ICD SEC	CD-CONESTOGA BANK	20701PBQ6		250,000.00	0.00	250,000.00	250,000.00	1.00%
150717	1/17/2017	ICD SEC	CD-CRESCOM BANK	225862CE9		250,000.00	0.00	250,000.00	250,000.00	0.65%
140723A	1/23/2018	ICD SEC	CD-CUSTOMERS BANK	23204HBR8	200,000.00		0.00	200,000.00	200,000	1.30%
150715C	7/17/2017	ICD SEC	CD-DISCOVER BANK	254672SC3		100,000.00	0.00	100,000.00	100,000.00	1.15%
150730	7/30/2018	ICD SEC	CD-DISCOVER BANK	254672TA6		149,000.00	0.00	149,000.00	149,000.00	1.70%
130710A	7/10/2015	ICD SEC	CD-DISCOVER BANK	254671RU6	100,000.00		100,000.00	0.00	249,000	0.70%
130724	7/24/2015	ICD SEC	CD-DISCOVER BANK	254671SP6	149,000.00		149,000.00	0.00	249,000	0.65%
150515	5/15/2017	ICD SEC	CD-ENERBANK	29266NK71		99,000.00	0.00	99,000.00	99,000	0.90%
141218	12/19/2016	ICD SEC	CD-ENERBANK	29266NG27	115,000.00		0.00	115,000.00	115,000	0.90%
140715	1/15/2016	ICD SEC	CD-EVERBANK	29976DTD2	250,000.00		0.00	250,000.00	250,000	0.45%
130731	2/9/2016	ICD SEC	CD-FARMERS TRUST & S	310756AB7	100,000.00		0.00	100,000.00	249,000	0.70%
151022	10/20/2017	ICD SEC	CD-FIRST BANK FINANCI	31911QDG7		200,000.00	0.00	200,000.00	200,000	0.95%
131129	11/30/2015	ICD SEC	CD-FIRST BANK OF PUEF	33764JJ63	200,000.00		200,000.00	0.00	200,000	0.80%
151125	11/27/2017	ICD SEC	CD-FIRST BANK PUERTO	33767ASC6		250,000.00	0.00	250,000.00	250,000.00	1.20%
150722	7/21/2017	ICD SEC	CD-FIRST CHOICE BANK	319461AM1		250,000.00	0.00	250,000.00	250,000.00	1.05%
131230D	9/30/2016	ICD SEC	CD-FIRST CREDIT BANK	320055BF2	249,000.00		0.00	249,000.00	249,000.00	0.75%
151113	11/13/2017	ICD SEC	CD-FIRST MERIT BANK	320844PU1		250,000.00	0.00	250,000.00	250,000.00	1.00%
150226	8/26/2016	ICD SEC	CD-FIRST NIAGARA BAN	33583CMS5		100,000.00	0.00	100,000.00	100,000	0.60%
141231	6/30/2016	ICD SEC	CD-FIRST NIAGARA BAN	33583CLU1	149,000.00		0.00	149,000.00	149,000	0.65%
140821	2/21/2017	ICD SEC	CD-FIRST SAVINGS BANI	33621LBA0	249,000.00		0.00	249,000.00	249,000	1.00%
131230A	6/30/2016	ICD SEC	CD-FLUSHING BANK	34387AAB5	249,000.00		0.00	249,000.00	249,000.00	0.75%
151029	10/27/2017	ICD SEC	CD-FRIST TEXOMA NATI	33717WAA2		100,000.00	0.00	100,000.00	100,000	0.85%
131220	12/20/2016	ICD SEC	CD-GE CAPITA RETAIL B	36157QTX5	50,000.00		0.00	50,000.00	50,000.00	1.00%

2015 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2015	PURCH 2015	SOLD/ MATURE 2015	BV PRIN BAL 12/31/2015	PAR	YTM
140822	2/22/2017	ICD SEC	CD-GE CAPITAL BANK	36161TX59	49,000.00		0.00	49,000.00	49,000	1.00%
130301	3/1/2018	ICD SEC	CD-GE CAPITAL BANK	3616ITJB2	200,000.00		0.00	200,000.00	200,000	1.10%
130823	2/23/2015	ICD SEC	CD-GE CAPITAL RETAIL	36157QNH6	198,000.00		198,000.00	0.00	198,000	0.60%
150629	1/30/2017	ICD SEC	CD-GNB BANK	36198JAX2		250,000.00	0.00	250,000.00	250,000	0.80%
150930A	3/30/2017	ICD SEC	CD-GOLDMAN SACHS	38148JP62		100,000.00	0.00	100,000.00	250,000.00	0.85%
130327	9/28/2015	ICD SEC	CD-GOLDMAN SACHS	38147JCG5	100,000.00		100,000.00	0.00	100,000	0.65%
131227A	12/27/2016	ICD SEC	CD-GOLDMAN SACHS	38147JQU9	149,000.00		0.00	149,000.00	149,000.00	1.00%
140828	2/28/2017	ICD SEC	CD-GREAT SOUTHERN B	3912OVRK2	249,000.00		0.00	249,000.00	249,000	1.00%
140717	4/17/2017	ICD SEC	CD-GUARANTY BANK &	40082OBK1	250,000.00		0.00	250,000.00	250,000	0.85%
131230C	9/30/2016	ICD SEC	CD-HOME SAVINGS BAN	43733LAT4	155,000.00		0.00	155,000.00	155,000.00	0.75%
131106	8/8/2016	ICD SEC	CD-INSBANK	45776NBJ4	250,000.00		0.00	250,000.00	250,000	0.75%
141230A	9/30/2015	ICD SEC	CD-INTEGRITY BANK	45824ABT2	250,000.00		250,000.00	0.00	250,000	0.40%
150128	7/28/2016	ICD SEC	CD-KEY BANK NA	49306SUJ3		250,000.00	0.00	250,000.00	250,000	0.55%
141223	9/23/2015	ICD SEC	CD-LAKESIDE BANK	5121OSKN6	250,000.00		250,000.00	0.00	250,000	0.40%
130417	10/16/2015	ICD SEC	CD-MARLIN BUSINESS B	57116AFUS	200,000.00		200,000.00	0.00	200,000	0.45%
150710A	7/10/2017	ICD SEC	CD-MB FINANCIAL	55266CMR4		250,000.00	0.00	250,000.00	250,000.00	1.00%
140610	6/9/2017	ICD SEC	CD-MEDALLION BANK	58403BP26	250,000.00		0.00	250,000.00	250,000	1.00%
141217	12/19/2016	ICD SEC	CD-MERCANTILE COMM	58733ABD0	250,000.00		0.00	250,000.00	250,000	1.00%
150630A	12/30/2016	ICD SEC	CD-MERRICK BANK	59013JFR5		150,000.00	0.00	150,000.00	150,000	0.75%
150130	1/30/2017	ICD SEC	CD-MERRICK BANK	59013JDA4		100,000.00	0.00	100,000.00	100,000	0.75%
130726B	1/26/2015	ICD SEC	CD-MERRICK BANK	56012Y4E4	100,000.00		100,000.00	0.00	249,000	0.50%
151031	1/4/2018	ICD SEC	CD-NOA BANK	65487TBD2		150,000.00	0.00	150,000.00	150,000	0.90%
130206	2/8/2016	ICD SEC	CD-ORIENTAL BANK & T	6861845S2	200,000.00		0.00	200,000.00	200,000	0.90%
141230B	9/30/2015	ICD SEC	CD-PACIFIC WESTERN B/	69506YBS7	250,000.00		250,000.00	0.00	250,000	0.45%
141210	12/12/2016	ICD SEC	CD-PEOPLE'S UNITED BA	7127OQKU9	250,000.00		0.00	250,000.00	250,000	1.00%
150626A	12/27/2016	ICD SEC	CD-PREFERRED BANK	740367EC7		150,000.00	0.00	150,000.00	150,000	0.55%
131004	10/4/2016	ICD SEC	CD-PRIVATEBANK & TR	74267GTZ0	100,000.00		0.00	100,000.00	100,000	1.00%
150225	8/25/2016	ICD SEC	CD-RIVERBANK	76857RCD4		250,000.00	0.00	250,000.00	250,000	0.55%
150604B	9/1/2016	ICD SEC	CD-SAFRA NATIONAL B/	78658QNS8		250,000.00	0.00	250,000.00	250,000	0.50%
120131	1/30/2015	ICD SEC	CD-SAFRA NATIONAL B/	786584YA2	100,000.00		100,000.00	0.00	100,000	1.00%
130515	5/15/2015	ICD SEC	CD-SAFRA NATIONAL B/	78658AGG	99,000.00		99,000.00	0.00	99,000	0.40%
140924	9/25/2017	ICD SEC	CD-SALLIE MAE BANK	40082OBK1	249,000.00		0.00	249,000.00	249,000	1.40%
141224A	12/24/2015	ICD SEC	CD-SANTANDER BANK	8028OJCS8	250,000.00		0.00	250,000.00	250,000	0.55%
140725A	4/25/2017	ICD SEC	CD-SECURITY FEDERAL	81423LBL5	250,000.00		250,000.00	0.00	250,000	1.00%
150619	12/19/2016	ICD SEC	CD-SPRINGFIELD FIRST (	85047AAFO		200,000.00	0.00	200,000.00	200,000	0.60%
120123	1/23/2015	ICD SEC	CD-STATE BANK OF IND	33664	150,000.00		150,000.00	0.00	150,000	1.10%
131018	10/19/2015	ICD SEC	CD-STATE BANK OF IND	856284Q98	100,000.00		100,000.00	0.00	100,000	0.85%
140305	3/6/2017	ICD SEC	CD-SYNOVOUS BANK	87164DEB2	200,000.00		0.00	200,000.00	200,000	0.85%
131230B	9/30/2016	ICD SEC	CD-TOWN & COUNTRY B	89210PBD4	249,000.00		0.00	249,000.00	249,000.00	0.75%
150227	11/28/2016	ICD SEC	CD-TRADITION CAPITAL	89269FBV6		150,000.00	0.00	150,000.00	150,000	0.65%
141209	6/9/2016	ICD SEC	CD-UNITED BANK	909552AQ4	250,000.00		0.00	250,000.00	250,000	0.65%
150925	9/25/2017	ICD SEC	CD-WELLS FARGO BANK	9497482H9		100,000.00	0.00	100,000.00	100,000.00	1.00%
111005	10/5/2026	ICD SEC	CD-WELLS FARGO BANK	949748K97	150,000.00		150,000.00	0.00	150,000	3.00%
			2014 Investments					14,838,000.00		
090102A	1/25/2033	Com Sec	FNR 2003-19 ME	31392JJG5	8,948.75		7,063.67	1,885.08	165,176	3.95%
090102B	12/25/2018	Com Sec	FNR 2003-120 BY	31393UGR8	52,279.98		21,155.56	31,124.42	200,000	3.98%
								33,009.50		
110913A	12/1/2015	Northland	APPLETON MN TAXABLE	03805A-KR-8	140,000.00		0.00	140,000.00	140,000	1.60%
150109	10/1/2022	Northland	HUBBARY COUNTY TAX	443348-DE-4		135,000.00	0.00	135,000.00	140,000	2.70%
150804	11/1/2018	Northland	SHEBYGAN WISCON REF	82102R-BM-6		800,000.00	0.00	800,000.00	800,000	1.25%
150903	11/1/2018	Northland	BROOKFIELD WI, TAXAE	112857-BL-0		500,000.00	0.00	500,000.00	500,000	2.20%
151119B	11/19/2021	Northland	FNMA	3136GSSA6		400,000.00	0.00	400,000.00	400,000	1.00%
150708	2/1/2019	Northland	MAPLEWOOD MN TAX	56557-UM-5		350,000.00	0.00	350,000.00	350,000	1.80%
150430	2/1/2022	Northland	MINNETONKA ISD #276	604195-YG-6		270,000.00	0.00	270,000.00	270,000	3.00%
150211	6/1/2016	Northland	MITCHELL COUNTY TAX	606521-ES-7		70,000.00	0.00	70,000.00	70,000	1.00%
150601	6/1/2017	Northland	HAWKEYE COMMUNITY	42016A-KH-3		190,000.00	0.00	190,000.00	190,000	0.90%
160626C	10/1/2017	Northland	WESTERN LAKE SUPERI(	958522-WS-9		245,000.00	0.00	245,000.00	245,000	1.35%
110913B	12/1/2016	Northland	APPLETON MN TAXABLE	038051-KS-6	110,000.00		0.00	110,000.00	110,000	2.00%
110114B	3/1/2016	Northland	APPLETON WIS SCHOOL	038106-JN-1	100,000.00		100,000.00	0.00	100,000	2.77%
130412	2/1/2024	Northland	BECKER MN TAX	075671LJ4	50,000.00		0.00	50,000.00	50,000	2.75%
110310	2/1/2020	Northland	BROOKLYN CENTER ISD	113853-KG-9	285,000.00		0.00	285,000.00	285,000	4.65%
090420B	11/1/2015	Northland	BURLINGTON VT PUB IM	022062-ML-3	200,000.00		200,000.00	0.00	200,000	3.75%
120215B	6/1/2026	Northland	CEDAR RAPIDS IO TAX	150528-JU-2	50,000.00		0.00	50,000.00	50,000	4.55%
120606B	6/1/2022	Northland	CEDAR RAPIDS IO TAX	150528-N2-6	135,000.00		0.00	135,000.00	135,000	2.50%
120606A	6/1/2023	Northland	CEDAR RAPIDS IO TAX	150528-PA-9	140,000.00		0.00	140,000.00	140,000	2.70%
130815A	12/1/2020	Northland	CHASKA, MN TAX	161664-DY-0	75,000.00		0.00	75,000.00	75,000	2.50%
130815B	12/1/2021	Northland	CHASKA, MN TAX	161664-DZ-7	75,000.00		0.00	75,000.00	75,000	2.75%
100223A	6/1/2016	Northland	DAVENPORT IOWA TAX/	238388-FU-1	335,000.00		0.00	335,000.00	335,000	3.25%
110301A	6/1/2015	Northland	DES MOINES IA COMM C	250097-YS-5	100,000.00		100,000.00	0.00	100,000	2.50%
131205	12/28/2018	Northland	FNMA	3136GO-RB-9	500,000.00		0.00	500,000.00	500,000	1.38%
090914	2/1/2015	Northland	GRAND RAPIDS MN EQU	386334-2L-9	115,000.00		115,000.00	0.00	115,000	3.70%

2015 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2015	PURCH 2015	SOLD/ MATURE 2015	BV PRIN BAL 12/31/2015	PAR	YTM
110114A	2/1/2017	Northland	HOPKINS ISD #270	439881-HB-2	100,000.00		0.00	100,000.00	100,000	2.75%
121211B	6/1/2015	Northland	IOWA WESTERN COMM (	462612-QK-1	175,000.00		175,000.00	0.00	175,000	0.50%
121211C	6/1/2016	Northland	IOWA WESTERN COMM (	462616-QL-9	100,000.00		0.00	100,000.00	100,000	0.65%
121228A	6/1/2017	Northland	IOWA WESTERN COMM (	462612-QM-7	100,000.00		0.00	100,000.00	100,000	0.85%
081106	6/1/2015	Northland	KIRKWOOD COMM COLL	497595-VC-9	245,000.00		245,000.00	0.00	245,000	5.50%
120321	3/1/2022	Northland	MADISION WI SCHOOL D	558495-KN-6	500,000.00		0.00	500,000.00	500,000	2.50%
110208	12/30/2015	Northland	MCGREGOR ISD #004	580705-GN-5	95,000.00		0.00	95,000.00	95,000	2.35%
110203A	4/1/2017	Northland	MEDFORD WIS SCHOOL I	58434T-DK-3	40,000.00		0.00	40,000.00	40,000	2.75%
121228B	9/1/2023	Northland	MIDDLETON WIS REFUN	596782-T6-7	300,000.00		0.00	300,000.00	300,000	2.36%
120214B	9/1/2025	Northland	MIDDLETON WIS REFUN	596782-TJ-1	315,000.00		0.00	315,000.00	315,000	2.85%
130702A	1/1/2019	Northland	MINNETONKA ISD #276	604195-VW-4	285,000.00		0.00	285,000.00	285,000	1.40%
130702B	1/1/2021	Northland	MINNETONKA ISD #276	604195-VY-0	400,000.00		0.00	400,000.00	400,000	2.10%
120215A	1/1/2028	Northland	MINNETONKA ISD #276	604195-SB-4	50,000.00		0.00	50,000.00	50,000	5.20%
130722	2/1/2021	Northland	MOUND MN TAXABLE	620S35-W4-2	95,000.00		0.00	95,000.00	95,000	2.00%
090715B	2/1/2015	Northland	MOWER CTY MIN JAIL	624662-AJ-1	250,000.00		250,000.00	0.00	250,000	4.10%
100803A	2/1/2015	Northland	NEW PRAGUE BAB	648159-TU-5	60,000.00		60,000.00	0.00	60,000	2.65%
100803B	2/1/2018	Northland	NEW PRAGUE BAB	648159-TX-9	70,000.00		0.00	70,000.00	70,000	3.75%
100803C	2/1/2019	Northland	NEW PRAGUE BAB	648159-TY-7	45,000.00		0.00	45,000.00	45,000	4.00%
140117	11/1/2019	Northland	HONOLULU TAXABLE	438670-Q4-6	275,000.00		0.00	275,000.00	275,000	1.84%
141205A	9/1/2018	Northland	WYANDOTTE KANSAS SI	982696-QE-9	125,000.00		0.00	125,000.00	125,000	1.93%
141104	2/1/2022	Northland	DULUTH MN TAXABLE	264438-G5-5	150,000.00		0.00	150,000.00	150,000	3.00%
141006	6/1/2020	Northland	NORTHEAST IOWA COMI	664214-JQ-7	320,000.00		0.00	320,000.00	320,000	1.90%
140320A	3/1/2019	Northland	HAWLEY MN SCHOOL DI	420416-EZ-8	390,000.00		0.00	390,000.00	390,000	1.85%
140320B	3/1/2016	Northland	HAWLEY MN SCHOOL DI	420416-E-5	180,000.00		0.00	180,000.00	180,000	0.60%
140730A	6/1/2019	Northland	DES MOINES IA TAXABL	25009X-GB-5	115,000.00		0.00	115,000.00	115,000	2.00%
140730B	6/1/2020	Northland	DES MOINES IA TAXABL	25009X-GC-3	145,000.00		0.00	145,000.00	145,000	2.10%
140326	9/26/2017	Northland	FHLB	313OA15P9	350,000.00		0.00	350,000.00	350,000	1.00%
140502	2/15/2020	Northland	COLLINGSWOOD NJ TAX	194756-PQ-9	145,000.00		0.00	145,000.00	145,000	3.00%
140620	12/1/2020	Northland	CELINA OHIO SCHOOL D	151069-FD-8	300,000.00		0.00	300,000.00	300,000	2.13%
100803D	2/1/2020	Northland	NEW PRAGUE BAB	648159-TZ-4	70,000.00		0.00	70,000.00	70,000	4.25%
090206	2/1/2015	Northland	NORTH ST PAUL MAPLE\	6621406D9	355,000.00		355,000.00	0.00	355,000	3.70%
111031	6/1/2018	Northland	RACINE WIS TAXABLE	750021-6D-4	755,000.00		0.00	755,000.00	755,000	2.10%
130624A	2/1/2023	Northland	RAMSEY COUNTY TAXA	751622-HH-7	595,000.00		0.00	595,000.00	595,000	2.75%
130624B	2/1/2022	Northland	RAMSEY COUNTY TAXA	751622-HG-9	285,000.00		0.00	285,000.00	285,000	2.50%
120308A	12/1/2020	Northland	SHOREWOOD WIS TAX	825230-KU-8	150,000.00		0.00	150,000.00	150,000	2.50%
120308B	12/1/2022	Northland	SHOREWOOD WIS TAX	825230-KW-4	150,000.00		0.00	150,000.00	150,000	2.80%
120308C	12/1/2027	Northland	SHOREWOOD WIS TAX	825230-LB-9	225,000.00		0.00	225,000.00	225,000	3.25%
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX	825230-LC-7	465,000.00		0.00	465,000.00	465,000	3.15%
120214B	4/1/2017	Northland	ST FRANCIS ISD#15	789466-PU-7	250,000.00		0.00	250,000.00	250,000	4.40%
090217C	3/1/2016	Northland	STILLWATER ISC #834	860758-QA-2	245,000.00		0.00	245,000.00	245,000	4.20%
110608	2/1/2019	Northland	WADENA MN BAB	930217-JD-7	95,000.00		0.00	95,000.00	95,000	3.94%
130624C	6/1/2018	Northland	WATERLOO IOWA TAXA	941647-NZ-8	345,000.00		0.00	345,000.00	345,000	2.00%
110714B	10/1/2016	Northland	WAUWATO WIS REFUND	943504-R2-8	300,000.00		0.00	300,000.00	300,000	1.90%
090528A	2/1/2015	Northland	WAYZATA ISD #284	946813-TF-9	500,000.00		500,000.00	0.00	500,000	3.15%
090310	4/1/2015	Northland	WEST ALLIS WIS COMM	951172-7R-0	340,000.00		340,000.00	0.00	340,000	3.75%
120215C	10/1/2019	Northland	WESTERN LAKE SUPERI(	958522-WU-4	100,000.00		0.00	100,000.00	100,000	3.15%
110816A	10/1/2016	Northland	WESTIN LAKE SUPERIOR	958522-WR-1	350,000.00		0.00	350,000.00	350,000	2.10%
110816B	10/1/2017	Northland	WESTIN LAKE SUPERIOR	958522-WS-9	350,000.00		0.00	350,000.00	350,000	2.50%
110201B	6/1/2016	Northland	WINDSOR HTS IOWA TA)	973602-KT-1	130,000.00		0.00	130,000.00	130,000	2.30%
			2014 Investment					14,705,000.00		
150212	4/30/2018	UBS	FNMA	3136G1LB3		300,000.00	300,000.00	0.00	300,000	0.75%
131121	4/30/2018	UBS	FNMA	3136G1LB3	500,000.00		500,000.00	0.00	500,000	1.33%
120817A	5/1/2018	UBS	NYC-TAXABLE	64971QTU7	500,000.00		0.00	500,000.00	500,000	1.60%
130611	5/21/2018	UBS	FNMA	3135GOXDO	750,000.00		0.00	750,000.00	750,000	1.29%
030630A	6/15/2018	UBS	FHR 2628 AB	31393VMQ1C	10,546.78		4,265.31	6,281.47	200,000	3.12%
030730A	8/25/2018	UBS	FNR 2003-74-KN	31393EAL3C	21,171.81		8,401.76	12,770.05	300,000.00	3.59%
030930A	9/15/2018	UBS	FHR 2677 KH	31394JTP2	17,796.95		9,848.63	7,948.32	300,000	4.50%
121207	11/1/2018	UBS	NYC GEN TAX	64971QH55	500,000.00		0.00	500,000.00	500,000	1.28%
130627	6/5/2019	UBS	FHLB	3133835X5	500,000.00		500,000.00	0.00	500,000	1.99%
140710	7/10/2019	UBS	CD-AMERICAN EXPRESS	02587CAC4	240,000.00		0.00	240,000.00	240,000	1.95%
040730A	7/15/2019	UBS	FHR 2822 DB	31395C3S8	36,350.04		16,210.51	20,139.53	500,000	5.00%
040730B	7/15/2019	UBS	FHR 2822 DQ	31395C3U3	2,380.39		2,380.72	-0.33	500,000	5.00%
130606B	11/1/2019	UBS	NYC GEN TAX	64971QH63	1,000,000.00		0.00	1,000,000.00	1,000,000	1.73%
150310	4/1/2020	UBS	MONTGOMERY ALA TAX	613035L69		400,000.00	0.00	400,000.00	400,000	2.15%
151009	9/1/2024	UBS	NJ ENVIRONMENTAL INI	645791CAO		270,000.00	0.00	270,000.00	270,000	3.15%
151023	10/1/2024	UBS	MADISON TAXABLE	55844RKN3		640,000.00	0.00	640,000.00	640,000	2.39%
150318	5/20/2020	UBS	FHLB STEP	313382WR0		300,000.00	0.00	300,000.00	300,000	1.00%
131223	5/20/2020	UBS	FHLB	313382WR0	500,000.00		0.00	500,000.00	500,000	2.43%
150528	5/28/2020	UBS	FHLB	3130A5BJ7		300,000.00	0.00	300,000.00	300,000	1.25%
131203	12/11/2020	UBS	FHLB	313383BE0	500,000.00		0.00	500,000.00	500,000	2.56%

2015 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	CUSIP	PRIN BAL 1/1/2015	PURCH 2015	SOLD/ MATURE 2015	BV PRIN BAL 12/31/2015	PAR	YTM
970625	2/25/2021	UBS	FNMA FNR-1991-7 H	31358FZW2	1,000.00		0.00	1,000.00	129,000	7.84%
000417	8/15/2021	UBS	FHLMC REMIC 181e	312904AU9C	802.21		483.94	318.27	88,604	7.00%
970917B	9/15/2021	UBS	FHLMC REMIC SERIES FI	312904GT6C	1,849.63		709.19	1,140.44	255,714	7.21%
150323	9/27/2021	UBS	FNMA	313382FD0		250,000.00	0.00	250,000.00	250,000	1.50%
150901	2/14/2028	UBS	FNMA	3136G1CG2		500,000.00	0.00	500,000.00	500,000	1.50%
151104	2/14/2028	UBS	NEW YORK TAXALBE	64966KQC0		500,000.00	0.00	500,000.00	500,000	2.26%
151119A	2/14/2028	UBS	FNMA	3136G2SA6		500,000.00	0.00	500,000.00	500,000	1.05%
001127	7/25/2022	UBS	FNR G92-35	31358PHV2C	1,778.13		396.31	1,381.82	75,215	7.49%
150414	8/22/2022	UBS	FHLB	31338OC47		300,000.00	0.00	300,000.00	300,000	1.25%
120822	8/22/2022	UBS	FHLB	313380C47	500,000.00		0.00	500,000.00	500,000	1.25%
150501	8/23/2022	UBS	FHLB	31338OD61		300,000.00	0.00	300,000.00	300,000	1.54%
021004	8/25/2022	UBS	FNR 1992-125L	31358PS40C	2,069.84		599.95	1,469.89	52,000	7.00%
020826	10/15/2022	UBS	FHR 1391D	312912LUO	1,614.37		308.85	1,305.52	59,990	6.00%
131227B	10/25/2022	UBS	FHLB	31338OX51	840,000.00		0.00	840,000.00	840,000	3.95%
121128	11/28/2022	UBS	FHLB	313381AC9	500,000.00		0.00	500,000.00	500,000	1.25%
150407	1/30/2023	UBS	FNMA	3136G1B81		300,000.00	0.00	300,000.00	300,000	2.25%
140723B	1/30/2023	UBS	FHLB	313381X26	400,000.00		400,000.00	0.00	400,000	1.00%
141212C	1/30/2023	UBS	FNMA	3136G1B81	300,000.00		0.00	300,000.00	300,000	2.49%
130425	4/25/2023	UBS	FHLB	313382QZ9	500,000.00		0.00	500,000.00	500,000	1.63%
131224B	5/16/2023	UBS	FHLB	313382V83	500,000.00		500,000.00	0.00	500,000	3.01%
130628B	5/26/2023	UBS	FHLB	313383CQ2	500,000.00		500,000.00	0.00	500,000	1.78%
150812	6/1/2023	UBS	CHARLOTTE TAXABLE	161037L61		300,000.00	0.00	300,000.00	300,000	2.65%
130710B	6/20/2023	UBS	FHLB	313383DZ1	750,000.00		750,000.00	0.00	750,000	2.03%
010328	6/25/2023	UBS	FHG14A	312916PD5R	4,000.00		2,000.00	2,000.00	152,000	6.00%
150428	7/24/2023	UBS	FFCB	3133EA2M3		250,000.00	0.00	250,000.00	250,000	2.38%
140716A	5/23/2024	UBS	FHLB	313379G45	500,000.00		500,000.00	0.00	500,000	2.00%
120730	7/30/2024	UBS	FHLB-STEP	3133803H8	500,000.00		500,000.00	0.00	500,000	1.90%
150602	10/25/2024	UBS	FHLB	31338OVV6		500,000.00	0.00	500,000.00	500,000	1.68%
130807	12/27/2024	UBS	FHLB	313381GK5	500,000.00		500,000.00	0.00	500,000	1.25%
150311	3/11/2025	UBS	CD-HSBC BANK	40434ASB6		240,000.00	0.00	240,000.00	240,000	2.25%
141205B	5/24/2027	UBS	FNMA	3136GOJG7	450,000.00		0.00	450,000.00	450,000	2.25%
131206B	8/23/2027	UBS	FHLB	313380DF1	500,000.00		500,000.00	0.00	500,000	4.05%
130404	10/25/2027	UBS	FHLB	31338OUU9	750,000.00		0.00	750,000.00	750,000	2.13%
121123A	11/23/2027	UBS	FHLB	313381BT1	500,000.00		0.00	500,000.00	500,000	2.16%
131002	11/26/2027	UBS	FHLB	313381BA2	500,000.00		0.00	500,000.00	500,000	2.00%
121221	12/21/2027	UBS	FHLB	313381FPS	750,000.00		0.00	750,000.00	750,000	2.00%
150630C	2/25/2028	UBS	FHLB	3133823U5		300,000.00	0.00	300,000.00	300,000	2.50%
141205C	4/25/2028	UBS	FNMA	3136G1KC2	400,000.00		0.00	400,000.00	400,000	2.38%
150623	5/28/2030	UBS	FHLB	3130S5DK2		500,000.00	0.00	500,000.00	500,000	2.05%
121123B	11-23-27	UBS	FHLB	313381BD6	500,000.00		0.00	500,000.00	500,000	2.00%
								17,185,754.98		
	TOTAL INVESTMENTS				43,917,588.88	19,351,000.00	12,885,824.40	50,382,764.48		
			Unamortized Premiums		1,296,460.04	35,323.20		1,331,783.24		
			Unamortized Discounts		(3,266,297.99)	(13,055.00)		(3,279,352.99)		
			BOW		2,967,312.90	50,594,650.58	45,980,784.45	7,581,179.03		
			Village Bank Checking		(54,798.68)	16,182.64		(38,616.04)		
			Money Market Accounts		3,422,422.15	1,002,496.34	1,000,376.92	3,424,541.57		
			Net Cash and Investments		48,282,687.30	70,986,597.76	59,866,985.77	59,402,299.29		

CC Regular Session **4. 2.**

Meeting Date: 12/08/2015

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards and Commissions Meeting Minutes:

1. October 8, 2015 Economic Development Authority Meeting Minutes
2. October 15, 2015 Planning Commission Meeting Minutes
3. October 15, 2015 Planning Commission Meeting Minutes

Attachments

EDA Minutes 100815

Park Minutes 101515

Planning Minutes 101515

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2015 10:37 AM
JoAnn Shaw (Originator)	JoAnn Shaw	12/03/2015 10:57 AM
Kurt Ulrich	Kurt Ulrich	12/03/2015 11:01 AM
JoAnn Shaw (Originator)	JoAnn Shaw	12/03/2015 11:22 AM
Kathy Schmitz	Kathy Schmitz	12/03/2015 11:23 AM
Kurt Ulrich	Kurt Ulrich	12/03/2015 11:35 AM
Form Started By: JoAnn Shaw		Started On: 11/23/2015 12:40 PM
Final Approval Date: 12/03/2015		

ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, October 8, 2015, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Acting Chairperson Wayne Skaff Member Philip Brunt Member Glen Hardin Member Chris Riley Member Kristine Williams
Members Absent:	Chairperson Jim Steffen Member Brian Burandt
Also Present:	Patrick Brama, Econ. Dev. Mgr/Assistant City Administrator Tim Gladhill, Community Development Director Kurt Ulrich, City Administrator

1. CALL TO ORDER

Acting Chairperson Skaff called the Economic Development Authority meeting to order at 7:30 a.m.

2. APPROVE AGENDA

Motion by Member Hardin, seconded by Member Williams, to approve the agenda as presented.

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated September 3, 2015 and Special Meeting Minutes Dated September 17, 2015.

Motion by Member Hardin, seconded by Member Williams, to approve the September 3, 2015 and September 17, 2015, minutes as presented.

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

4. EDA BUSINESS

4.01: Consider Approving a TIF Agreement between the City of Ramsey and Parkview East LLC (PSD LLC)

Economic Dev. Mgr/Assistant City Administrator Brama presented the staff report.

Mr. Jason Aarsvold, Ehlers Associates, reviewed the TIF agreement with the Board.

Member Riley wondered if in the agreement there were more specifications to materials being used. Mr. Aarsvold stated there was not. He noted this will be a judgement call for the EDA to decide if they meet the task outlined in the agreement. He stated sometimes the developer wants more certainty around that so that discretion does not exist.

Economic Dev. Mgr/Assistant City Administrator Brama stated the developer has read the agreement and is comfortable with what they have now. He thought there was a level of trust between the two parties at this time but there is a level of discretion there and they could make it more specific if needed.

Mr. Aarsvold reviewed the schedule with the Board. He noted June 30, 2017, is the end date listed in the construction schedule. There is a section in the agreement outlining how the TIF will be delivered and it is going to be done on a basis similar to the Life Fitness agreement. It is a $500,000 pay as you go assistance, a note, which means they will be paid from the tax increment generated from this parcel to pay down that note. The way this is set up is that they will only get 85% of the TIF. It was determined that this will be limited to four years of assistance. Mr. Aarsvold reviewed the payments, building value and fees with the Board.

Member Hardin asked if an appraisal has been done and how they came up with the value.

Mr. Aarsvold stated they do not do an appraisal because without a project built and functioning it is difficult to do an actual appraisal so they have conversations with the assessor.

Member Hardin asked on number 4D if they have that information.

Economic Dev. Mgr/Assistant City Administrator Brama stated they do and as part of their due diligence in taking in this application they have received statements from their banks and have written equity.

Member Riley asked if this agreement has already been negotiated and discussed with them.

Economic Dev. Mgr/Assistant City Administrator Brama stated it has and the timeline has been moving very quickly and any discrepancies or additions will be brought to the City Council.

Member Riley asked on 3D, the developer will not seek reduction in market value; he understood that was very important in a TIF project because they are relying on that but does that mean "ever".

Mr. Aarsvold stated that provision is included for administrative purposes because if a developer were to appeal their valuation they could find themselves in a situation where the City would be presented with a bill to pay the County for a reduction in the valuation and that might occur after the TIF period is up. In a longer duration district they can handle that but with the shorter duration they are saying there is a strict prohibition during that time that they cannot challenge the valuation.

Member Riley stated on the construction schedule, he understood they are in a big hurry to get the project done so how have they jumped ahead to June 2017 because it seems unreasonably long.

Member Skaff asked if they have applied for a building permit or where are they in the process of getting the project started.

Community Development Director Gladhill stated for the building permit they have been authorized to do footings, foundation and grading but they have not issued the overall building permits and staff still has some work to do on the review of those.

Economic Dev. Mgr/Assistant City Administrator Brama stated as far as the date, the goal for this project is to be ready to go by next fall. However, as in the past there could be some delays but the end date could be tightened up if the Board and City Council preferred. Member Riley stated they did not want to make this too short but thought December 2016 might be a good end date. He also wanted to be sure they are meeting the assessment dates. The first increment that is anticipated to be received from this project is in 2018. When assessments are placed for 2017 taxes payable in 2018 they expect there to be some valuation there that can be collected. The fact that the contract has a date that is out further will not impact that.

Member Skaff asked when the assessor evaluates the project.

Mr. Aarsvold stated the assessor will look at the project on January 2, 2016, and they will look at where the value is at that time which will be the value for taxes payable in 2017. They are assuming there will not be any increase in value during this assessment period, the bulk of the assessment will occur in January 1, 2017, so by then they expect this project to be 100% complete. Upon that date the full evaluation will be placed on that property and those taxes will get paid in 2018 and that is where they will have the increments start to be generated.

Member Skaff asked if there was concern that they might delay that past January 2017.

Member Riley agreed and did not think the timeline fit with the agreement.

Mr. Aarsvold stated this does provide a little more leeway than what the actual construction schedule is anticipated to be.

Member Riley understood they were trying to be helpful to the applicant and do things really quickly on their side but then the City is not asking them to hold up their end and giving them

extra time when the City has not been afforded the same opportunity. He stated he would like the end date to be changed to December 31, 2016.

Member Skaff agreed and stated if they cannot meet that date then they would need to meet with the City to amend the agreement.

Community Development Director Gladhill stated they presumed they could get the project done by December 2016 but there are also many ways the project could be delayed. A lot of it will hinge on how it goes this fall and how the winter conditions turn out to be.

Member Riley stated it sounds like in theory the amount of time and payments result in the same but why would they say they are only doing four years if they are also stating a dollar amount. He felt like there was a disconnect.

Economic Dev. Mgr/Assistant City Administrator Brama stated originally when they talked about this there was discussion about $500,000 and there are different ways of slicing this up. The terms are talking about present value and the way the agreement is written it is the lesser of four years in increment, or $500,000. He stated this was something that he was not involved in. Mr. Aarsvold stated based on their early analysis based on the need, the dollar amount was important but also a big part of it was having four years of payments in their cash flow for their Proforma. It could be written that they receive $500,000 regardless of how long for the payoff to occur. But part of the thought of doing this, was to add another layer of protection for the City and make sure they are not paying beyond the four years because the City has other needs with respect to TIF from this project in the years going forward and a limited number of years from the back end that the District will exist. He stated this was a way to make sure the City is not paying any more than it needs to. The City has the ability to pay the entire $500,000 in the agreement and leave it open ended for payback if they choose.

Member Skaff asked if this is the final authority for this agreement or does it go back to the City Council. It was indicated it will go before the City Council for approval.

Member Skaff asked if there could be a compromise on the end date, such as March 2017.

Member Riley stated the reason he thought the end date should be December 2016 is to tie in with the assessment date of January 2017. He stated neither March nor June meet that criteria. It is based on the assumption that the project will be done by December 2016 but the agreement is not requiring that it be done by then so he felt there was a disconnect.

Economic Dev. Mgr/Assistant City Administrator Brama asked if it would be the preference of the Board for him to have a discussion with the developer and bring the comment back to the City Council for further discussion.

Member Skaff indicated he would be agreeable with that.

Member Hardin thought if in January 2017, the project is 98% complete, it will not be assessed at the full value. Mr. Aarsvold stated that was correct and if the project is not fully completed by

that assessment date, then that first year of payments they are anticipating will be reduced because it will not have the full value that was anticipated so they would not receive the full payment, it does not affect the City's stake in any of this, it will be a financial hit to the developer. The other implication is if this date goes in the agreement, their risk now is if that date passes without it being 100% complete then they will be in default of the agreement, which would allow the City and EDA to cancel the agreement and rescind the note. They would be at extreme risk of not being able to receive the assistance if they could not meet that date.

Member Riley stated through discussion, he understands the reasoning for the June 30, 2017 end date and does minimize the risks.

Member Hardin thought there was a typo on the TIF note on the second paragraph regarding the percentage, as they do not match.

Motion by Member Hardin, seconded by Member Riley, to recommend to City Council approval of the TIF Agreement between the City of Ramsey and Parkview East LLC; subject to final review and amendments by the City Attorney.

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

4.02: Consider Support of Anoka Area Chamber of Commerce Manufacturer's Coalition

Economic Dev. Mgr/Assistant City Administrator Brama presented the staff report.

Member Skaff asked if they were already a member of the Anoka Chamber and what kind of fees do they pay for that.

Economic Dev. Mgr/Assistant City Administrator Brama stated they were members but was not sure what the fees are.

Member Hardin stated he was opposed to this because they have been a trusted partner in this group since its inception or shortly after and they are still trying to assess what the return on their investment is. There was an organizational meeting a few weeks ago and there were a fair number of people there but only one manufacturer was present. His concern with the group is the interest in the manufacturers is actually waning. There is good representation from cities, the County, the Workforce Center and Technical College, but the number of manufacturers actually attending seems to be dwindling. He stated he was certainly in favor of workforce development and manufacturers are clamoring for skilled workers but he did not know how that gets them there and did not know how they would assess their return on the $5,000. They are a member of the Chamber and supporting that already.

Member Skaff asked if there are other cities in the County that are making this kind of contribution.

Member Hardin stated there are, some of the surrounding communities have been involved and the cost has been less but this year they are asking everyone for $5,000.

Member Brunt asked if there has been any kind of plan from the group. He indicated he has talked to Councilmember LeTourneau at length about this because in California, in the past, had these type of technical groups that were strictly formed for manufacturing elements to address some of these issues. He was interested in supporting this because manufacturing is something that is critical to the City as they go forward but the problem is determining what they can do to help the manufacturers get workers. They had these kind of problems in California. There is a disconnect between the entry level workers and the skilled workers. He thought $5,000 might be a reasonable investment. He stated there needs to be an assessment done and tie-ins with the schools and the manufacturers need to come forward with their concerns and needs. He stated he would be in favor of trying to help them out but Member Hardin had a good point of what the payback would be for the City.

Member Riley stated the topic seems very appropriate for the EDA. This is a general thing to help the community and the manufacturing sector has been a focus of the City. He was concerned about the comments because it starts to sound like "I am here from the Government and I am here to help you." They cannot push an issue. He wanted to make sure the businesses that have a vested interest are interested but it does seem like the appropriate thing for the City to be involved with, the EDA specifically. This is a specific program that would be helping the manufacturers. If they were to do this they would have to do a lot of disclosure, due to the partnership between Councilmember LeTourneau and the Anoka Chamber and CO2 Partners.

Member Skaff stated he was in favor of supporting this. He wondered if they wanted to take action or have a presentation made.

Member Williams stated she would really like to hear some more information about this and the points that Member Hardin raised about a declining representation of manufacturers. She was very much in favor of supporting the manufacturers but if the organization they are choosing to support is not supporting those manufacturers, then their dollars and resources are not being spent appropriately. She asked with respect to Councilmember LeTourneau's participation, would the $5,000 in any way allow the EDA or the City of Ramsey to influence the Chamber's decision to hire that particular representative of the C02 partners or would that remain with the Chamber.

Economic Dev. Mgr/Assistant City Administrator Brama stated they do have control of the outcome of the group but he did not want to oversell it because there are so many people involved and they are all trusted partners. This Chamber has indicated they want the direction and feedback from this group and want a list of expectations because they want to make sure they provide a return on investment.

City Administrator Ulrich added that there is a clear separation because this money does go to the Anoka Chamber and the Chamber Board makes the decision on hiring the C02 Partners. That will not be the EDA choice, they will have input but the decision will be the Board's.

Member Riley asked if there were any other cities more deeply involved in this. City Economic Dev. Mgr/Assistant City Administrator Brama stated the City of Coon Rapids has been attending most of the meetings and he has been to most of the meetings also.

Member Hardin thought the topics that have been covered over the last twelve to eighteen months have not brought the manufacturers back over and over again. There is a core group of manufacturers from Ramsey that have been regular attendees but the concern is that the topics have not been towards manufacturing issues and his observation is their interest has been waning. He thought they could get more mileage out of sponsoring two scholarships at the Technical College for Ramsey high schoolers who want to go into manufacturing and pay their way through the Technical College and get them the training they need. He would rather see the money go there than to the organization.

Member Brunt thought based on the conversation they should have a member of the Chamber come before the Board and speak to them. He thought Member Hardin had some valid points.

Member Skaff agreed.

Economic Dev. Mgr/Assistant City Administrator Brama reviewed with the Board his discussion with the Chamber.

Consensus of the Board was to have a presentation from the Chamber before making a decision.

5. MEMBER / STAFF UPDATE

The EDA reviewed the Staff Update.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 8:31 a.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____

Patrick Brama
Econ. Dev. Mgr/Assistant City Administrator

Draft by Sue Osbeck
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey Park and Recreation Commission conducted a regular meeting on October 15, 2015, at the Lake Itasca Room, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Commission Members Present:	Chair Pro Tem Thomas Mobry Commissioner Richard Chubb Commissioner Jon Trappen Commissioner David Troy
Commission Members Absent:	Chair Shane Bennett Commissioner Bridgett Barr Commissioner Andrew Fyten
Also Present:	Parks & Assistant Public Works Superintendent Mark Riverblood Park and Recreation Intern Zack Ellsworth

1. CALL TO ORDER

Chair Pro Tem Mobry called the Park and Recreation Commission meeting to order at 6:38 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

Motion carried. Voting Yes: Chair Pro Tem Mobry, Commissioners Troy, Trappen and Chubb. Voting No: None. Absent: Chair Bennett, Commissioners Barr and Fyten.

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

1) Park and Recreation Commission Regular Meeting Minutes dated August 13, 2015.

Motion carried. Voting Yes: Chair Pro Tem Mobry, Commissioners Trappen, Chubb and Troy. Voting No: None. Absent: Chair Bennett, Commissioners Barr and Fyten.

5. COMMISSION BUSINESS

5.01: 2015 Summer Event Series Recap

Parks & Assistant Public Works Superintendent Riverblood reviewed The Draw 2015 Summer Event Series kicked off with the City of Ramsey's own RJM Distributing and Killebrew Root Beer on June 11th and continued through the summer ending with the Park Patron Picnic on September 3, 2015. Commission feedback or comments are requested on the update. Mr. Riverblood reviewed the sponsors in 2015 that helped cover the full cost of the events throughout the season. Park and Recreation Intern Zack Ellsworth presented additional detail on the successful 2015 season at the meeting.

The series events included: Roadhouse Blue, Shane Martin, Highbrow and the Shades, Two Hicks and a Chick, Bad Girlfriends, Rhino, Cherry Gun, Elvis Todd Anderson, Church of Cash, Rubber Soul, Devon Worley Band, and Tumblin' Dice.

Mr. Ellsworth stated there was a record attendance this year.
June 11 – Roadhouse Blue Band – 225 people
June 18 – Shane Martin – 501 people
June 25 – Highbrown and the Shades – 431 people
July 2 – Two Hicks and a Chick – 457 people
July 9 – Bad Girlfriends – 568 people
July 16 – Rhino – 135 people 1 hour rain delay – 1st day of farmer's market
July 23 – Cherry Gun – 490 people
July 30 – Elvis Todd Anderson – 700 people
Aug 6 – Church of Cash – 154 people – only event rained out – cancelled
Aug 13 – Rubber Soul – 585 people
Aug 20 - Devon Worley Band – 510 people
Aug 27 – Tumblin Dice – 550 people
Sept 3 – Park Patron Picnic – 148 meals served

This was a 45% concert increase from last year. Total attendance 5472.

Mr. Ellsworth thanked all the sponsors.

Chair Pro Tem Mobry asked if there was any feedback on the Farmer's Market from the concert attendees.

Mr. Ellsworth stated he notice quite a few people went to both Farmer's Market and the concert.

Mr. Riverblood stated the Ramsey Foundation looks for input on the concert series. They are in the process of setting acts for next year and obtaining sponsors.

Commissioner Chubb asked if the sponsor covers the total cost of the groups. Mr. Riverblood stated the Foundation needed to put in $3000 to help cover the total cost of the groups of $13,000 the amounts not paid by the sponsors. The City Council may use some of the charitable gambling funds to help cover this.

Mr. Bill Kingston asked how much the City paid for the concerts. Mr. Riverblood stated the EDA sponsored the concert when Allina was honored for receiving the Business of the Year award. This is also an economic development piece bringing people into the community. Parks maintenance staff did mowing of the area.

The Commission thanked Mr. Ellsworth for his work on the Concert Series.

5.02: Recommend Acceptable Park Dedication Resolution for Remaining Northfork Development; Case of Northfork, Inc.

Parks and Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to review the August 13, 2015 public workshop examining the potential of some or all of Outlot E, MOORS ADDITION (associated with the North fork Subdivision) to be developed as a park owned and maintained by the City as a community park. Outlot E is approximately 37 acres. The Outlot is identified as Future Park in the Master Park and Trail Plan and is zoned as Park.

There are two components to consider relative to Park Dedication for Northfork, Inc.

1. The City approved a deferred Park Dedication contribution for previously approved portions of Northfork. The deferred contribution equates to two (2) acres. Additionally, there was within a previous agreement the acknowledgement that in any future land use, the City would receive at a minimum, from NorthFork Inc. a 50' corridor from Alpine Drive to the existing city park approximately 800' feet to the north.

2. Northfork Inc, desires to construct, or sell for development, approximately 21 to 31 new lots on undeveloped portions of Northfork's holdings on either side of Alpine Drive. The land equivalent for Park Dedication appears to be at least 3.35 acres.

The City has been approached by Northfork, Inc. to consider accepting land dedication to satisfy Park Dedication and trail development fees in lieu of a cash contribution. Northfork, Inc. desires to dedicate all or a portion of Outlot E, MOORS Addition. The purpose of this case is to react to this request.

Staff recommends pursuing discussions with Northfork, Inc. on solutions and alternatives for satisfying existing Park Dedication obligations (land dedication), and future Park Dedication (land or cash) together with Trail Fee satisfaction – clarifying that, the goal would be to arrive on a public land configuration suitable for a community park southeast of Lake Itasca.

Staff further recommends that no future plat be approved for areas presently owned by Northfork, Inc. until the existing Park Dedication obligation(s) are reconciled with the proposed community park southeast of Lake Itasca, shown conceptually by the City's Zoning Map.

Mr. Riverblood reviewed the current Community Park system within Ramsey. He indicated their locations on a map. He reviewed the parcels being considered for development on a map. Staff requests Commission consensus that staff with Council direction secure additional property for Lake Itasca Park keeping in consideration the current trail—and expanding the existing designated park area, south to Alpine Drive.

Commissioner Troy asked about the outstanding obligation, and Park Dedication structure. Mr. Riverblood stated for every new lot that is created there is Park Dedication fees due ($2600) per dwelling unit, if not land. If a new subdivision is completed within the community, additional demand for park resources is needed—and this is the nexus between demand and park and trail development costs. Accordingly, the trail fee is $700 for each developed residential dwelling unit. The need for park land and trail infrastructure is very high. Since Northfork has developed over 20 years, and a private park was developed, two acres of park land was deferred and 'owed' for Park Dedication.

Commissioner Trappen asked who maintains the private park, and Mr. Riverblood replied it is owned and maintained by the Homeowner's Association.

Motion by Commissioner Chubb, seconded by Commissioner Troy, to recommend to City Council that, negotiations occur between Northfork Inc. and the City on solutions and alternatives for satisfying existing Park Dedication obligations (land dedication) and future Park Dedication (land or cash), together with Trail Fee satisfaction – with the goal being to arrive on a public land configuration suitable for a community park southeast of Lake Itasca and that no future plat be approved for areas presently owned by Northfork Inc. until the existing Park Dedication obligation are reconciled with the proposed community park southeast of Lake Itasca shown conceptually by the City's Zoning Map.

Further discussion: Mr. Bill Kingston, President of Homeowner's Association, asked to see a map of the Lake Itasca area. He showed the golf course and the private park along with the city-owned parkland. He showed the 37 acres that borders the city-owned parkland. The developer's requirement for park dedication is 5 acres. The residents of the City of Ramsey would still not have access to the lake. He is concerned who will pay for 37 acres and he as a taxpayer does not want to buy 37 acres of land.

Mr. Riverblood stated the motion this evening is not to decide what land to purchase specifically. This would be subject to negotiation. The current city-owned parkland is only accessible by the trail. Commissioner Trappen asked if a goal would be to have access to the lake. Mr. Riverblood stated one point is that the trail is in place, and additional land to access the lake may be viewed as unnecessary unless there were to be activities on the lake. If you are standing on the lakeshore, you cannot see the water due to the dense vegetation. Lake access could ultimately be part of what is required. This motion is just to allow investigation of all the options and alternatives. Mr. Riverblood stated the acquisition of the land would not be paid by the general fund in terms of property taxes.

Mr. Kingston stated he does not want to see development stopped until this park decision is made. Mr. Riverblood responded the Commission recommends items to the City Council. The City Council makes the ultimate decision. Staff is trying to provide solutions for all the moving pieces under one examination. Tentatively this will be discussed at the City Council Meeting on October 27th. That would be tentative upon staff and Mr. Peck having successful discussions on a number of outstanding issues. Commissioner Trappen noted if the two parts of the motion are looked at together, it may eliminate some of the time.

Motion carried. Voting Yes: Chair Pro Tem Mobry, Commissioners Chubb, Troy and Trappen. Voting No: None. Absent: Chair Bennett, Commissioners Barr and Fyten.

6. COMMISSION/STAFF INPUT

Mr. Riverblood stated last weekend was Super Soccer Saturday. The MYSA Boy's soccer playoffs were held at Elmcrest Park a couple weeks ago.

Commissioner Chubb asked for an update on the pedestrian bridge over Highway 10.

Mr. Riverblood stated there is no new funding on the horizon.

Acting Chair Mobry suggested it be included in the newsletter to encourage residents to use the trails for bicycling instead of riding on the shoulders.

Mr. Riverblood stated safety recommendations were recently published within the Ramsey Resident.

7. ADJOURNMENT

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

Motion carried. Voting Yes: Chair Pro Tem Mobry, Commissioners Chubb, Trappen and Troy. Voting No: None. Absent: Chair Bennett, Commissioners Barr and Fyten.

The Park and Recreation Commission meeting adjourned at 7:30 p.m.

Respectfully submitted,



_____

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe
TimeSaver Off Site Secretarial, Inc.

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, October 15, 2015, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Vice Chairperson Randy Bauer Commissioner Andrew Andrusko Commissioner Ralph Brauer Commissioner Cindy Nosan Commissioner Gary VanScoy
Members Absent:	Chairperson Gary Levine Commissioner Matthew Maul
Also Present:	Community Development Director Timothy Gladhill City Planner Chris Anderson Planning Intern Jeff Solmonson Housing Intern Michael Healy

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

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

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated August 6, 2015

Commissioner Andrusko recommended that Community Development Director Gladhill's title be changed to Community Development Director Gladhill.

Motion by Commissioner Andrusko, seconded by Commissioner Brauer, to approve the following minutes as amended: Planning Commission Meeting Minutes dated August 6, 2015.

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

4.01.2: Planning Commission Meeting Minutes Dated September 10, 2015

Motion by Commissioner Andrusko, seconded by Commissioner Brauer, to approve the following minutes as presented: Planning Commission Meeting Minutes dated September 10, 2015.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Request for a Variance to Allow a Detached Accessory Building to be located Nearer the Front Property Line than the Principal Building on the property located at 16841 Wolverine Court NW; Case of Allen and Ginger Millner.

Public Hearing

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

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Allen and Ginger Millner for a variance to allow a portion of a detached accessory building to be located nearer the front property line than the principal building at the property located at 16841 Wolverine Court NW. Staff reviewed the request in detail with the Commission and recommended denial.

Community Development Director Gladhill commented that the lack of staff support was due to the City's current ordinances.

Citizen Input

Commissioner VanScoy requested further information on what it means for an accessory structure to be closer to the property line than the principle structure.

City Planner Anderson discussed the City policy currently in place that addresses property line setbacks for principle and accessory structures. He explained that the City could revisit this regulation in order to determine if a portion of an accessory structure could be in front of the home, but not the entire accessory structure.

Commissioner VanScoy believed that the current code was quite clear in that accessory structures were not to be located in front of the principle structure.

Community Development Director Gladhill stated this was the case and staff was questioning if the Commission was willing to consider allowing a small portion to be in front.

Ginger Millner, 16841 Wolverine Court NW, explained she was requesting the accessory structure size due to the fact she had a very small attached garage at the time. She explained that she and her husband enjoy woodworking and would be using the detached structure for a woodshop, in addition to providing parking spaces. Given the angle of her home on the lot and the large row of conifers on her property, she believed the proposed location for the accessory structure made the most sense. She indicated that if the garage were attached to her home, her property would have more pavement and fill. She then discussed the number of detached garages in her neighborhood.

Allen Millner, 16841 Wolverine Court NW, commented that the proposed location of the detached garage would allow for access into and out of the structure from the existing driveway.

Commissioner VanScoy asked how much of the detached structure would be in front of the current line of the house.

Ms. Millner estimated a triangular shape that was approximately 15% of the structure would be in front of the line.

Commissioner VanScoy questioned if the building could be moved straight back 10 feet in order for it to be in alignment with the home.

Ms. Millner explained the City required there to be a minimum of 14 feet between structures and septic tanks. For this reason, the structure could not be pushed back 10 feet.

Commissioner Brauer inquired if the building could be made smaller in order to meet the City's requirements.

Ms. Millner stated the angle of the property line was causing concern with the placement of the building. She commented if the building was made smaller, she wouldn't have the same level of flexibility that she was seeking. She indicated that she could always attach the garage to the home, but believed the better option for her property was to build a detached structure, as this would save a large number of cedar trees on her lot.

Further discussion ensued regarding the accessory structure placement on the lot and access to and from the building.

Commissioner VanScoy asked if the rear yard could be used for the accessory structure.

Ms. Millner indicated a structure in the rear yard would be difficult to access. She explained she and her husband were planning on using the new building for vehicle parking.

Commissioner Andrusko inquired if the applicants had considered attaching the structure to the home with dual doors, which would allow for access through the garage.

Ms. Millner commented this was considered, but would require large doors in order for a sewer truck to be able to drive through the garage to the back yard.

Laura Meyer, 16840 Wolverine Court, stated she has been the Millner's neighbors for the past eight years. She believed the Millner's were kind and generous neighbors that took great care of their property. She encouraged the Commission support the Millner's variance request.

Rick Newman, 16821 Wolverine Court, indicated he had submitted written comments to the City regarding his concerns. He recommended that the Commission adhere to the City regulations already in place. He believed the proposed building location would negatively impact his property as he did not want a woodshop adjacent to his bedroom. He suggested the applicants consider another location for their accessory structure.

Motion by Commissioner VanScoy, seconded by Commissioner Andrusko, to close the public hearing.

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

Vice Chairperson Bauer closed the public hearing at 7:32 p.m.

Commission Business

Commissioner VanScoy did not support the variance. He did not believe it would be in keeping with the neighborhood for the Millners to construct a garage in front of their home.

Commissioner Andrusko commented that with the City Ordinance as written, he could not support the proposed building location and variance either.

Commissioner Nosan did not agree with these statements. She understood that the applicants were interested in parking in the new structure. There was some concern with accessing the septic tank, which means the building could not be placed in the rear yard. She explained she supported the applicant's request.

Commissioner VanScoy clarified that the septic tank was not the issue, but rather the fact that the applicants wanted to park vehicles within the detached garage and it would be an inconvenience for the building to be placed in the rear yard.

Commissioner Andrusko stated the City had a viable alternative location for the structure that would not require a variance.

City Planner Anderson reported this was the case.

Ms. Millner reported that if her property required a new septic system, it would have to be located to the extreme rear of her lot.

Commissioner Brauer indicated the City had Ordinances in place for a reason. He feared that if the Commission were to approve the Millner's variance, a precedent could be set. He encouraged the applicant to reconsider the proposed size of their detached structure in order to meet the City's requirements.

Community Development Director Gladhill discussed the action that was required of the Planning Commission.

Motion by Commissioner Brauer, seconded by Commissioner VanScoy, to adopt Resolution #15-10-257 adopting unfavorable Findings of Fact #0954 due to the fact the applicant had an alternative building site for the proposed accessory structure.

Further discussion

The Commission reviewed the Findings of Fact at length adjusting the language to ensure the language was amended to be not favorable.

Community Development Director Gladhill suggested that Findings 32, 33 and 34 be removed. The Planning Commission supported this recommendation.

Commissioner VanScoy questioned if a Finding should be added to state that alternatives do exist for the applicant by either adjusting the accessory structure location or building size.

Commissioner Andrusko supported this recommendation.

There was a friendly amendment to the Findings of Fact adding #32 stating alternatives do exist for the applicant by either adjusting the accessory structure location or building size.

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

Motion by Commissioner VanScoy, seconded by Commissioner Brauer, to adopt Resolution #15-10-258 denying the request for a variance to allow a detached accessory building to be located nearer the front property line than the principal building on the property located at 16841 Wolverine Court NW striking Conditions 2 through 8.

Further discussion

Community Development Director Gladhill reported that the action taken by the Planning Commission this evening would be appealable to the City Council, if the applicant wished to submit an appeal to City staff.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners VanScoy, Brauer, and Andrusko. Voting No: Nosan. Absent: Chairperson Levine and Commissioner Maul.

Community Development Director Gladhill recommended that the Commission direct staff to look at the City's existing Ordinance regarding accessory structure setbacks in order to allow a small portion to extend in front of principle structures.

Commissioner VanScoy supported the Ordinance as it stands.

Motion by Commissioner Andrusko, seconded by Commissioner Brauer, to direct staff to investigate how other cities address accessory structure setback requirements with respect to being in front of principle structures.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners Andrusko, Brauer, and Nosan. Voting No: VanScoy. Absent: Chairperson Levine and Commissioner Maul.

5.02: Public Hearing: Consider Request for a Variance to Fence Height and Shed Location at 5650 156th Lane NW; Case of Walter Gleb and Sandy Warner.

Public Hearing

Vice Chairperson Bauer called the public hearing to order at 8:00 p.m.

Presentation

Planning Intern Solmonson presented the staff report stating the City has received an application from Walter Gleb and Sandy Warner for a Variance to fence height and required setback for a shed on the property located at 5650 156th Lane NW. The applicant is requesting a variance for an existing fence higher than eight (8) feet and a shed setback of less than six (6) feet. This variance request arises out of a complaint brought to City staff regarding the two structures. Staff reviewed the request in further detail and recommended approval of the variance for the fence and recommended not approving the variance for the shed location.

Citizen Input

Vice Chairperson Bauer questioned if the two variances should be handled together or separate.

Community Development Director Gladhill requested the Commission make a motion on how to address the variances.

Motion by Commissioner Brauer, seconded by Commissioner VanScoy, to address the two variances requests for Walter Gleb and Sandy Warner separately.

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

Walter Gleb, 5650 156th Lane NW, requested the Commission approve the fence variance as the fence would allow for privacy given the change of grade between his property and his neighbors. He explained that he was unaware of the City's fence height requirements when the fence was constructed.

Commissioner VanScoy questioned where the hot tub was located.

Mr. Gleb stated the hot tub was sunk into the existing deck in the rear yard.

Commissioner Andrusko asked if the fence had already been built.

Mr. Gleb stated this was the case.

Craig Thumstetter, 5641 156th Lane NW, explained he lived to the east of the applicant. He did not believe the fence should remain in place as it did not adhere to City Code. He recommended that the fence variance not be approved.

A friend of Mr. Walter Gleb, who resides at 1117 Marsh Street in Mankato, indicated he assisted with the fence construction and reported the fence was constructed at its present height to provide privacy. He understood there was some tension between the two neighbors and believed that no matter the fence height, the neighbor would object.

Alex Bannis, 15600 Iodine Street NW, opposed the fence and believed it was an eyesore. He recommended that the applicant be made to follow City standards.

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

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

Vice Chairperson Bauer closed the public hearing at 8:11 p.m.

Commission Business

Community Development Director Gladhill requested the Commission take separate action on the fence and shed variances.

City Planner Anderson reviewed a visual of the subject property with contours to provide the Commission with additional information on the elevation of the property.

Commissioner Andrusko asked if the City has required property owners to remove fences or sheds in the past.

Community Development Director Gladhill stated that while rare, this has occurred in the past.

Further discussion ensued regarding Mr. Gleb's deck elevation.

Commissioner VanScoy questioned how high a fence could be without requiring a variance.

Community Development Director Gladhill reported that a fence could be up to eight feet in height. He explained that another alternative would be to construct a wall attached to the principle structure, which could then be higher than eight feet.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to adopt #15-10-246 adopting Findings of Fact #0953, Items 1 through 11 and 17 through 26.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners VanScoy and Nosan. Voting No: Andrusko and Brauer. Absent: Chairperson Levine and Commissioner Maul.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to adopt Resolution #15-10-247 approving a variance to exceed the fence height only on the property located at 5650 156th Lane NW.

Motion Carried. Voting Yes: Vice Chairperson Bauer, Commissioners VanScoy and Nosan. Voting No: Andrusko and Brauer. Absent: Chairperson Levine and Commissioner Maul.

Planning Intern Solmonson provided the Commission with additional information regarding the storage shed and noted that it was located four feet from the property line and was within a drainage easement.

Citizen Input

Mr. Gleb explained he was not aware of any easements at the rear property line when he constructed the storage shed. He indicated he spoke to his neighbor along the side property line and stated they tried their best to locate the property line. He believed it would create a real hardship for him to have to move the shed given the fact it had a block foundation. He understood that the shed did not require a foundation, however given the fact that the majority of his backyard was wetland, he believed the block foundation was necessary.

Commissioner VanScoy inquired as to the size of the shed.

Mr. Gleb reported the shed was 8 feet by 12 feet.

Commissioner Brauer asked why a surveyor was not contacted to properly locate the property line.

Mr. Gleb stated he had contacted a surveyor a few years later and that was when he learned he was four feet off the property line.

Commissioner Andrusko questioned who the easement belonged to.

Community Development Director Gladhill indicated this was a public easement to be used by the City, for private utilities or can be used for surface grading to manage water runoff.

Vice Chairperson Bauer asked if Mr. Gleb recalled hearing about the easement when he closed on his property.

Mr. Gleb was only aware of the easements on the side of his property and not along the rear property line. He then discussed the location of a large tree stump that would hinder equipment from reaching the rear property line.

Alex Bannis, 15600 Iodine Street NW, explained that the shed was built up on a mound of soil that was reinforced by rocks within a wetland. He did not approve of how the shed foundation was constructed as this was pushing more water onto his property. He did not believe the property was properly delineated prior to Mr. Gleb constructing his shed.

Craig Thumstetter, 5641 156th Lane NW, encouraged the Commission to not allow Mr. Gleb's shed to remain in place just because he claims he did not know where the property line and easement was. He questioned why Mr. Gleb did not speak with the City prior to building his shed. He feared that he and his neighbors were being adversely impacted due to the retaining walls that were constructed surrounding the shed.

Mr. Gleb commented that the retaining wall and shed have in no way impacted the runoff pond. He reported that the retaining wall was fully on his property.

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

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

Vice Chairperson Bauer closed the public hearing at 8:42 p.m.

Commission Business

Community Development Director Gladhill discussed the property and its delineation. Staff did not believe Mr. Gleb had a wetland encroachment. He reported that if the Commission required additional information staff would have to report back at a future meeting.

Commissioner Brauer stated the issue at hand was not the wetland or the retaining wall, but rather that the shed encroached on the easement.

Community Development Director Gladhill commented this was the case.

Commissioner Andrusko questioned how the Commission has handled easement encroachment issues in the past.

Community Development Director Gladhill indicated encroachment agreements have been reached in the past with property owners, however, this was not the standard for drainage and utility easements.

City Planner Anderson provided further comment on encroachment agreements that have been approved by the City Council in the past. He noted these agreements were generally for portions of a driveway, deck or stairway and not for a structure with a foundation.

Vice Chairperson Bauer asked what year the shed was built.

Mr. Gleb stated the shed was constructed in either 2010 or 2012.

Commissioner Brauer recalled that a garden was constructed over an easement and the City required this homeowner to remove the garden from the easement. In addition, he recalled a resident that was storing miscellaneous items on an easement and the items had to be moved.

Commissioner VanScoy asked if the engineering department had assessed the impact of the encroachment onto this utility easement.

Community Development Director Gladhill explained that an assessment had not been completed due to the fact a variance was also required. He reported that if the variance were to proceed, an assessment would be completed by staff.

City Planner Anderson recommended that if the Commission were to approve a variance that it be contingent upon approval of an encroachment agreement by City Council.

Motion by Commissioner Nosan to recommend to adopt #15-10-246 adopting Findings of Fact #0953, Items 12 through 26. The motion failed for lack of a second.

Motion by Commissioner VanScoy, seconded by Commissioner Andrusko, to adopt #15-10-246 adopting unfavorable Findings of Fact #0953, Items 12 through 26.

Further discussion

Commissioner Brauer did not support the shed remaining in its current location due to the hardship that the encroachment could cause the City if access to the property were needed. He was disappointed by the dispute between these neighbors, however he understood that the City's Ordinances had to be followed.

Commissioner Andrusko reiterated that it was staff's recommendation to not support the shed variance.

Further discussion ensued regarding the proper language that should be included in the Findings of Fact Items 12 through 26.

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

Motion by Commissioner VanScoy, seconded by Commissioner Andrusko, to adopt Resolution #15-10-247 denying a variance for the shed as there was adequate room to build or relocate the shed to properly meet City Code setback requirements.

Further discussion

Community Development Director Gladhill explained to the applicant that the decision made by the Planning Commission was appealable to the City Council.

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

Vice Chairperson Bauer requested a five minute recess. The meeting recessed at 9:13 p.m.

Vice Chairperson Bauer reconvened the meeting at 9:18 p.m.

5.03: Public Hearing: Consider Recommendation on Comprehensive Plan Amendment and Zoning Amendment for 6139 157th Lane NW.

Public Hearing

Vice Chairperson Bauer called the public hearing to order at 9:18 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the intent of this case was to amend a previous approval for an existing use. There are, however, additional outcomes of the decision beyond the current, approved Conditional Use Permit for the property. Staff reviewed the request further and requested feedback from the Commission on how to proceed.

Citizen Input

Jackie Abendroth, 15810 Sodium Street, stated she has enjoyed the daycare at this location. She understood the secretarial business had moved on. She expressed concern with how new businesses moving onto this site would impact her property value.

Lowell Parsons, 15813 Nowthen Boulevard, explained he lived just north of the daycare. His main concern was with the high speed and level of traffic along Nowthen Boulevard. He did not want to see a gas station and convenience store at this corner as it would bring too much traffic into this area. He reiterated that the parcel was zoned Residential.

Elaine Parsons, 15813 Nowthen Boulevard, did not want to see any commercial uses brought to this property as it was directly surrounded by a quiet rural residential neighborhood. She also did not want to see any expansion to the existing building.

Vice Chairperson Bauer explained that the original thought was to rezone this property B-1, which would allow additional types of businesses. However, staff has reconsidered this and was now open to exploring the creation of a new zoning district, which could be more restrictive in which businesses could locate on this parcel. He questioned if the residents present supported the more restrictive approach.

The members in the audience nodded in approval.

Community Development Director Gladhill appreciated the input from the residents and suggested that the property be rezoned for professional office space and/or daycare uses. He explained that the Commission could table action on this item and allow staff time to amend the proposed zoning for this parcel.

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

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

Vice Chairperson Bauer closed the public hearing closed at 9:35 p.m.

Commission Business

Motion by Commissioner Brauer, seconded by Commissioner VanScoy, to table action on this item directing staff to draft a new zoning classification for the property located at 6139 157th Lane NW and other similar properties.

Further discussion

Commissioner Andrusko feared that the City could be setting a dangerous precedent by creating a specific zoning for this one parcel.

Commissioner Brauer believed that a new zoning classification would assist with addressing the concerns with this property along with others in Ramsey. It was his opinion that the new zoning district would allow for compatible businesses to be located near or adjacent to residential zoning districts.

Commissioner VanScoy questioned if the Employment District could be used for this property.

Community Development Director Gladhill reported that the Employment District includes business as well as manufacturing and he did not believe this was wanted adjacent to residential neighborhoods.

Commissioner VanScoy encouraged staff to continue to include the public throughout the rezoning and Comprehensive Plan Amendment process.

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

5.04: Public Hearing: Consider Ordinance Amending City Code Chapter 105 (Buildings and Building Standards) Related to Allowable Hours of Construction.

Public Hearing

Vice Chairperson Bauer called the public hearing to order at 9:45 p.m.

Presentation

Planning Intern Solmonson presented the staff report stating residents have concerns with the hours listed as the maximum allowance, not necessarily being the standard hours of construction that most contractors choose to use. Based on discussion in a previous Planning Commission meeting, the goal of the proposed amendment would be to introduce wording to negotiate an earlier stopping time for construction and creating exemptions built in for public improvement projects. Staff recommended approval of the proposed City Code amendment.

Citizen Input

There was no citizen input.

Motion by Commissioner VanScoy, seconded by Commissioner Andrusko, to close the public hearing.

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

Vice Chairperson Bauer closed the public hearing at 9:47 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend that City Council adopt the Ordinance amending language regarding allowable hours of construction.

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

5.05: PUBLIC HEARING: Consider Recommendation on Ordinance #15-15 Amending City Code Section 117-1 (Definitions) Chapter 117, Article II, Division 4, Subdivision III (Floodplain Overlay Districts).

Public Hearing

Vice Chairperson Bauer called the public hearing to order at 9:48 p.m.

Presentation

City Planner Anderson presented the staff report stating in 1979, the City enrolled in the National Flood Insurance Program (NFIP) by adopting floodplain regulations and Flood Boundary and Floodway Maps and Flood Insurance Rate Maps (FIRM) for the community. The Flood Boundary and Floodway Maps and FIRMs currently in effect are dated November 1, 1979. The community has grown substantially since the late 1970's and thus, the maps lack much of the current street network.

City Planner Anderson stated the Federal Emergency Management Agency (FEMA) has been systematically updating floodplain maps across the state and has recently completed new maps for Anoka County. If the City desires to remain in the NFIP, the floodplain standards must be amended to adopt the new maps. The floodplain standards are designed to minimize structural damage as a result of large scale floods, oftentimes referred to as the 100-year flood, by prohibiting the placement of structures within designated floodways and by requiring either flood-proofing and/or the use of fill to elevate a structure. Structures located within a designated floodplain are required to be covered by flood insurance. Staff provided further comment on the changes and recommended approval.

Citizen Input

Vice Chairperson Bauer asked when the Ordinance amendment would become effective.

City Planner Anderson reported that the Ordinance and new maps would become effective December 16, 2015.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to close the public hearing.

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

Vice Chairperson Bauer closed the public hearing at 9:58 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Andrusko, to recommend that City Council adopt Ordinance #15-15 amending Section 117-1 (Definitions) and Chapter 117, Article II, Division 4, Subdivision III (Floodplain Overlay Districts) to incorporate by reference the updated Flood Insurance Rate Maps and the Flood Insurance Study, both dated December 16, 2015.

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

5.06: Consider Request for Extension of Approved Variance to Fence Height at 5859 Alpine Drive NW; Case of James Hirschman.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to consider an extension of a variance approved by the Planning Commission in October 2014. Due to the timing of completion of the Anoka County Improvement Project at Alpine

Drive and Nowthen Boulevard, the impetus behind the variance, the applicant has stated that they feel it is unfeasible to complete this year. It was noted that variance approvals are valid for one (1) year without approval of an extension. Staff finds the request for an extension to be reasonable.

Commission Business

Motion by Commissioner Andrusko, seconded by Commissioner Brauer, to recommend that City Council approve the variance request extension as presented.

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

5.07: Receive Presentation on Housing Chapter of the Comprehensive Plan.

Presentation

Community Development Director Gladhill presented the staff report and provided a brief presentation on the status of housing in Ramsey and how this relates to the housing chapter of the Comprehensive Plan. Staff discussed the comments received on the system statements.

Commission Business

Commissioner VanScoy asked if all of the comments brought to the Met Council would be considered in the Comprehensive Plan.

Community Development Director Gladhill reported all comments were received by the Met Council and would be considered. However, it was his understanding that some comments were more important than others.

Commissioner Brauer read a newspaper article that addressed roadway congestion. It was his understanding that no new roads would be built and that residents would have to get used to congestion.

Motion by Commissioner VanScoy, seconded by Commissioner Brauer, to recommend the City Council not formally dispute the system statements and direct staff to work prepare summary comments for the Met Council.

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

Housing Intern Healy provided comment on the housing chapter of the Comprehensive Plan, along with housing trends for the City of Ramsey. Foreclosure rates for the past ten years were

discussed. He provided comment on the importance of maintaining the City's housing stock and reviewed the age of Ramsey's population. The shift in the household composition was noted.

Commissioner Brauer was interested in learning more about utilizing social media in order to draw more residents into the planning process.

Community Development Director Gladhill believed that staff would be working to tap into these avenues in the future in order to gain additional input from the public.

Community Brauer appreciated all of Housing Intern Healy's efforts and welcomed him to the City of Ramsey.

6. COMMISSION / STAFF INPUT

6.01: Zoning Bulletins

Zoning Bulletins were noted.

7. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 10:35 p.m.

Respectfully submitted,

_____

Tim Gladhill
Community Development Director

ATTEST:

_____

JoAnn Shaw
Community Development Assistant

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 3.**

Meeting Date: 12/08/2015

Submitted For: Jo Thieling, Administrative Services

By: Jo Thieling, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 11/24/2015
2. City Council Regular dated 11/24/2015

Purpose/Background:

Purpose: The purpose of this case is for Council review and approval of meeting minutes.

Background: Attached are the meeting minutes referenced above.

Action:

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated 11/24/2015
2. City Council Regular dated 11/24/2015

Attachments

CCWS Mts

CC Mts

Form Review

Form Started By: Jo Thieling Started On: 11/25/2015 02:00 PM

Final Approval Date: 11/25/2015

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, November 24, 2015, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Melody Shryock
Councilmember Kristine Williams

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Asst. City Administrator/Economic Development Manager Patrick Brama
City Attorney Joe Langel

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Continued Discussion of 2016 Budget and Levy

City Administrator Ulrich provided a brief overview of the items on the Work Session agenda and the timing for approval of each item. He reviewed the staff report and noted that a majority of the levy increases proposed for 2016 involve personnel and the addition of three new employee positions. He reviewed how the items help the City to reach the goals and objectives identified in the Strategic Plan.

Finance Director Lund continued to review items in the staff report, noting that there had been reductions to the preliminary budget that was adopted in September. She highlighted information within the staff report that had been requested by the Council at the previous discussion including the impact on a tax payer per position proposed to be added and the impact the added position would have on the budget not only for 2016 but for future years as well. She

noted that even if the three positions were removed from the budget, the proposed levy for 2016 would still be higher than the 2015 levy.

Community Development Director Gladhill referenced the portion of the staff report that highlighted the code enforcement position proposed to be added, highlighting activities that would be impacted if the position is not added. He noted that the City would continue to be complaint based in terms of code enforcement and explained that this position would not become proactive in seeking out violations. He highlighted some of the activities that the department would be able to participate in if this position is added. He noted that a consultant could be used but noted the high cost for that professional service.

Police Chief Katers stated that from the standpoint of the Police Department, direction had been given in the past for the department to handle the enforcement portion, but noted that assistance is needed from other departments in regard to interpretation and determination. He noted that high level of time needed for enforcement, explaining that other items are sometimes identified through violations such as parking deficiencies.

Asst. City Administrator/Economic Development Manager Brama provided the prospective from the economic development position and noted that the position would assist with leases. He stated that this role would fit well with the community development department and shifting this responsibility from economic development would allow the department to be more proactive with the EDA Work Plan and initiatives.

Community Development Director Gladhill noted that in 2004 there were 13 employees within the planning and building divisions, while currently there are only six employees.

Mayor Strommen stated that the information was helpful but she would like to focus on the five-year budget and the implications the added positions would have in future years.

Finance Director Lund reviewed the information found within the five-year chart in the staff report noting that some items were estimations using the information that is known today.

Councilmember Kuzma asked for additional information on the road debt.

Finance Director Lund provided additional clarification on the road debt that would be budgeted for each year through 2018.

City Administrator Ulrich provided information printed in a local newspaper regarding neighboring cities and their recent discussions regarding road debt and financing options. He stated that the road debt is a noticeable impact.

Councilmember Riley confirmed that equipment replacement was included in the future years.

Finance Director Lund noted that land sale proceeds could also offset some of the figures.

Councilmember Kuzma stated that Ramsey is still a growing city and is not fully developed, which means that growth continues to occur. He stated that the code enforcement will be an important factor, as it will allow the City to provide a continued level of service during this time of growth. He stated that the maintenance worker is also an important position because those services are noticed by residents. He stated that the drug task force position will also assist in making the City safe and will provide more access and resources through the drug task force. He stated that he would therefore be supporting the addition of these three positions.

Finance Director Lund clarified that the impact to the taxpayer would be per year, $3, $6 and $6 per year for each position.

City Administrator Ulrich stated that staff prioritizes the added positions as follows, the code enforcement position, the public works position, and then the drug task force position as well.

Mayor Strommen stated that the drug task force position is also tied to image as problems in that area can spread and become public quickly. She stated that each of the positions has valid reasons but referenced the jump in the future budget jumps going into 2017 and 2018. She stated that the Council recognized that there would be difficulties ahead with the road debt. She noted that she struggled the most with the code enforcement position, as the position handles three types of duties, and asked if that would be the best use of community development staff for future growth. She wanted to ensure that the best investments for staff are made, as the future years will be tough in terms of budgeting.

Councilmember Riley stated that by accepting a larger budget this year, the City will be dooming itself for the next five years. He stated that the City has the ability to hold the line this year, which will make things easier in the future years.

Councilmember Shryock stated that she understands that the base value to the residents, $16 for three positions is not bad, but also understands the impact that the decisions will have on future budgets. She stated that if these positions are added now, that will have an effect on the services that can be provided in the future years when the budget becomes tighter.

Councilmember Kuzma stated that when there was a discussion regarding whether a franchise fee would be used or the debt would be tied to the levy, there was a decision that the roads would need to be paid for and the franchise fee would not be used. He stated that hopefully, the new Armstrong bridge would bring in additional business interest and land sales as well as a possible business park. He noted that having a safe community that functions well will continue to draw in families and residents.

Councilmember Shryock referenced the code enforcement tasks that would be handled by the new position and asked how much of that work is currently being handled by outside consultants, as that could have a positive impact on the budget.

Community Development Director Gladhill explained how interns are currently used to handle some of the code enforcement duties, noting that half of the time the intern is with the City is

spent training them. He stated that currently case management and inspection is not contracted out to consultants.

Finance Director Lund stated that two interns were removed from the budget with the addition of this position, noting the cost per intern is $16,000.

Asst. City Administrator/Economic Development Manager Brama provided additional information on the public improvements planned for future years that are not included in the five-year budget.

Mayor Strommen stated that she supports the public works position as that is consistent with maintaining roads and infrastructure. She suggested holding off on the other two positions and reevaluating those positions in one year when the City is closer to the 2017/2018 increase. She stated that she would also want to see more robust planning for items that will impact the tax rate, noting that while these are good investments there are other good investments as well and believed that the City should ensure that the investment is being made in the right areas. She noted that staffing positions have been filled by interns and the City has not dug into the staffing strategy and identified a long-term plan as to the best method to managing the use of interns.

Councilmember Kuzma stated that one thing assumed with the projections is the automatic increase of two percent each year, noting that does not have to be planned as staff is already being paid at a high level and the wages are competitive.

Councilmember Shryock agreed with the comments of Mayor Strommen. She agreed that public works is an important issue and probably one of the issues that receives the most resident feedback. She also agreed that it would be more comfortable to wait one to three years to better digest the needs of the City before adding the other positions.

Councilmember Kuzma stated that the positions would add $6 per year, which will not break the bank. He stated that cutting the positions is not going to decrease the huge increases that are coming because of debt services.

Mayor Strommen agreed but stated that there are a number of items that are not even included in the projections and the City cannot afford all of the items. She agreed that expenditures will need to be increased but there are a number of them coming in the next five years and the City cannot do each and every one of them, therefore she is reluctantly drawing a line to take a more conservative approach.

Community Development Director Gladhill asked the comfort level of the Council. He stated that if the position is not added for code enforcement he would want the ability to provide more appropriate timelines for customers, noting that building permits and review times would need to be reflected. He also asked for at least the use of one intern if the position is not added.

Councilmember LeTourneau stated that he is interested by the discussion, as this is a healthy discussion. He noted that the Strategic Plan was drafted with an opinion of where the City would like to go and that Plan would allow the City to move to a new place, which comes with risk. He

stated that from his point of view a lot of the things that are presented are in support with the direction the Council has wanted to go. He noted that the decision will cause some angst and asked how ready the Council is to assume the risk. He stated that he wants to be confident that the Council is doing the right thing and will continue to do the right thing. He noted that he gets comfort that the information is here and adjustments can be made along the way. He wanted to make sure that the City is aware of the end results and how they are going to get there without the assumption that The COR will fill out. He stated that he is comfortable adding all three new positions and is confident that the Council will make it work. He noted that the Council has said that this is the direction they want to move.

Councilmember Kuzma stated that he would like to see the drug task force position added for at least one year to determine the impact that could have on the community.

Mayor Strommen was unsure the return that position could add in just one year.

Police Chief Katers stated that an evaluation could be done after one year as the current Joint Powers Agreement allows for a member to leave the group during a year if notice is provided by July. He stated that numbers can be produced in terms of the number of arrests and the measurable amount of drugs taken off the street, but was not sure the long-term impact that would be known after one year.

City Administrator Ulrich stated that another option would be to consider whether the planned officer addition in 2018 is needed, as that decision could be delayed with the drug task force positon continuing.

Councilmember Riley stated that he would support the position of Mayor Strommen as that is the closest that he has seen to what he has desired in terms of not adding to the budget. He stated that having the five-year plan is wonderful but noted that the plan does not include all the elements. He stated that he does not want to keep going down the road the City is going down and believed it would be a mistake to approve a higher budget.

Councilmember Williams stated that she is unsure whether she has heard that the three positons have been prioritized or whether one position would be more impactful than the other and therefore she does not support adding any of the three positions. She stated that she has not supported the proposed increase from the start and therefore would oppose the added positions. She stated that she would like the Council to focus on growing the community in an effective way and remain budget conscious while still attempting to accomplish the goals identified in the Strategic Plan.

Mayor Strommen stated that this budget will come before the Council at the next regular session and she would like to see a budget presented that will gain four votes. She noted that this discussion was healthy and included different perspectives. She referenced the time left in the Work Session and asked if there is a consensus of the Council at this time.

Councilmember Johns stated that she tends to support the addition of the three positions. She stated that in terms of prioritization she would like to see the code enforcement, public works

and then the drug task force position. She stated that the City is poised to do some growth this year and therefore the code enforcement position will be vital. She believed that the City could manage with the added positions.

Mayor Strommen stated that her intention was not to hold the discussion for a year until the next budget discussions but to continue to discuss the item going forward to provide a better position to manage the risk.

Councilmember Kuzma stated that there is a new truck budgeted in 2016 and asked if that could be postponed.

Finance Director Lund explained that would not impact the levy.

Councilmembers Kuzma, LeTourneau and Johns stated that they would support the addition of the three positions.

Councilmember Shryock stated that the cost to the resident of $16 per year to add the three positions does not seem like that much. She stated that although home values are increasing, the financial position of residents may not be increasing. She referenced the two percent pay increase planned and stated that she wants to ensure that the good base of staff that the City has now continues. She stated that she does have a hard time supporting the three positions and would support the public works position. She stated that as the discussion continues she would like to find out why the interns are only here for three months and can the City get them for longer, as that could provide more potential to provide alternate solutions.

Finance Director Lund asked if the code enforcement position is removed could she then add the two interns back into the budget.

Mayor Strommen agreed that the two interns could be added back into the budget. She confirmed that there would most likely be consensus for adding one position to the budget.

Finance Director Lund stated that if there is not four votes of support, the levy would default back to the 2015 levy, which would be a decrease of $700,000 from the proposed budget.

Councilmember Riley stated that he would presume that the Fire Chief in the future would be at a lower rate in the future than the current Fire Chief.

Finance Director Lund confirmed that notification was received from the current Fire Chief the previous week.

Human Resources Manager Lasher stated that the current Fire Chief is at step six and the new hire would most likely come in between steps one and three. She stated that further in the hiring process she would have a better idea of where that salary will fall but acknowledged that there will most likely be some savings in that area.

2.02: Review 2016-2020 Capital Improvement Plan (CIP)

This item was not discussed.

2.03: Amend City Funds Policy and Review of Respective Fund Balances

This item was not discussed.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:55 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. PRESENTATION 2
2.01: Karen George, Executive Director of Quad Cities Cable Television (QCTV) the National Award of Excellence for QCTV 2
3. CITIZEN INPUT 3
4. CONSENT AGENDA 3
5. APPROVE AGENDA 4
6. PUBLIC HEARING 4
6.01: Public Hearing to Consider Adoption of Ordinance #15-18 Adopting 2016 Schedule of Rates, Fees and Charges 4
7. COUNCIL BUSINESS 5
7.01: Consider Adopting Resolutions #15-11-272 and #15-11-273 Approving a Conditional Use Permit to Exceed Sign Size and Height Restrictions at 8035 Riverdale Drive NW; Case of Ramsey-Arbor Properties, LLC 5
7.02: Consider Adopting Ordinance #15-17 Amending City Code Chapter 105 (Buildings and Building Standards) Related to Allowable Hours of Construction 7
7.03: Consider Adopting Ordinance #15-15 Amending City Code Section 117-1 (Definitions) Chapter 117, Article II, Division 4, Subdivision III (Floodplain Overlay Districts) 8
7.04: Consider Adoption of Resolution #15-11-287 Authorizing Preparation of Plans and Specifications for Riverdale Drive Extension from Traprock Street to Ramsey Boulevard, Improvement Project #16-20 8
7.05: Public Works Campus Space Needs Analysis 9
8. MAYOR, COUNCIL AND STAFF INPUT 10
9. ADJOURNMENT 10

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, November 24, 2015, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Melody Shryock
Councilmember Kristine Williams

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Human Resources Manager Colleen Lasher
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Asst. City Administrator/Economic Development Manager Patrick Brama
City Attorney Joe Langel

1. CALL TO ORDER

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

2. PRESENTATION

2.01: Karen George, Executive Director of Quad Cities Cable Television (QCTV) the National Award of Excellence for QCTV

Karen George, Executive Director of Quad Cities Cable Television, thanked Ramsey for the support the City has given since the organization originated in 1982. She noted that the organization has gone through a number of changes in recent years in order to remain current. She stated that the organization received an award in overall excellence in public education and government access. She noted that there were 1,000 entries overall and QCTV was pleased to be honored.

Councilmember LeTourneau appreciated the work and leadership that Ms. George provides, noting that it is a pleasure to be a part of the Cable Commission and commended Ms. George and her staff.

3. CITIZEN INPUT

Roger Johnson, Coon Rapids resident, stated that he has served on the Coon Rapids Board of Adjustment and Appeals. He introduced himself and stated that he will be filing for the special Senate election for District 35, which will take place on February 9th. He stated that his sole purpose was to put a face to his name and noted that he would be open to hearing any discussions that Ramsey residents may have. He noted that additional information can be found at www.rogerjohnsonforsenate.com.

Mayor Strommen noted that polling information will be posted on the City website for the special election in due course.

4. CONSENT AGENDA

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

4.01: Receive Cash and Investments for Period Ending October 31, 2015
4.02: Receive October 2015 Financial Reports – General Fund and Enterprise Funds
4.03: Approve the following Meeting Minutes:
  1) City Council Special Work Session dated November 10, 2015
  2) City Council Work Session dated November 10, 2015
  3) City Council Regular dated November 10, 2015
4.04: Adopt Resolution #15-11-289 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 5, 2015 through November 18, 2015
4.05: Adopt Resolution #15-11-285 Not Waiving Statutory Tort Limits
4.06: Adopt Resolution #15-11-288 Approving an Encroachment Agreement for a Portion of a Driveway in a Drainage and Utility Easement at 5581 148th Lane NW; Case of Douglas and Vicky Foyt
4.07: Adopt Resolution #15-11-281 Approving Partial Payment to Douglas-Kerr Underground, LLC for IP 15-21 Ridgepoint Residential Development
4.08: Adopt Resolution #15-11-282 Approving a Partial Payment to Hardrives, Inc. for IP #15-00 2015 Street Maintenance Program Division B
4.09: Adopt Resolution #15-11-283 Approving Final Payment to Construction Results Corporation for IP #14-28 Parking Ramp Garage Enclosure
4.10: Adopt Resolution #15-11-284 Approving Partial Payment to Brennan Construction of MN, Inc. for IP #14-30 Fire Station #2
4.11: Adopt Resolution #15-11-286 Approving Partial Payment to Kuechle Underground for Improvement Project #13-10, Garnet Street and 168th Avenue Reconstruction

4.12: Adopt Resolution #15-11-290 Accepting Exercise Equipment Donation Valued at $1,700 from Gail Graw for Placement in New Fire Station #2
4.13: Adopt Resolution #15-11-279 Adopting the 2016 Parking Ramp Maintenance Budget and Adopt Resolution #15-11-280 Allocating the Parking Ramp Maintenance Costs per the Adopted 2016 Budget
4.14: Adopt Resolution #15-11-291 Approving the Registered Land Survey Associated with Improvement Project #12-22: Riverdale Drive Extension

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

5. APPROVE AGENDA

Motion by Councilmember Johns, seconded by Councilmember Shryock, to approve the agenda as presented.

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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adoption of Ordinance #15-18 Adopting 2016 Schedule of Rates, Fees and Charges

Presentation

Finance Director Lund reviewed the staff report and recommendation to waive the City Charter requirement that the Ordinance be read aloud and adopt Ordinance #15-18 adopting the 2016 schedule of rates, fees and charges as proposed.

Public Hearing

Mayor Strommen called the public hearing to order at 7:11 p.m.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:12 p.m.

Council Business

Motion by Councilmember Johns, seconded by Councilmember Riley, to adopt Ordinance #15-18 Establishing Permit Fees, Service Charges, and Various Other Fees to be Collected by the City of Ramsey.

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

A roll call vote was performed by the Recording Secretary:

Councilmember LeTourneau	aye
Councilmember Shryock	aye
Councilmember Johns	aye
Councilmember Williams	aye
Councilmember Kuzma	aye
Councilmember Riley	aye
Mayor Strommen	aye

Motion carried.

7. COUNCIL BUSINESS

7.01: Consider Adopting Resolutions #15-11-272 and #15-11-273 Approving a Conditional Use Permit to Exceed Sign Size and Height Restrictions at 8035 Riverdale Drive NW; Case of Ramsey-Arbor Properties, LLC

Community Development Director Gladhill reviewed the staff report and recommendation to approve a conditional use permit to exceed the square footage and height limitation for a ground sign in the Armstrong Boulevard Interchange Overlay District without incorporating additional design elements, such as a monument style base finish consistent with the exterior finish of the principal building to a minimum height of six feet; and adopt Resolution #15-11-272 approving Finding of Fact #0957 and Resolution #15-11-273 relating to Ramsey-Arbor Properties, LLC's request for a conditional use permit to exceed sign restrictions established in City Code.

Councilmember LeTourneau referenced the minutes from the Planning Commission meeting and stated that he is in agreement with the height of the proposed sign. He stated that he is not comfortable with the aesthetic portion as that is part of the Ordinance and the corridor. He noted that there was not a particular reason noted in the minutes and believed that there is aesthetic value and consistency provided by following the Ordinance.

Community Development Director Gladhill provided additional information on the discussion noting that the sign would not be visible because of the retaining wall and would only be visible from the users of US Bank. He stated that there was healthy discussion and there may not have been full consensus from all the Commissioners. He stated that the applicant would prefer not to incur the additional cost and the majority of the Planning Commission felt that the improvement would be lost in the interchange because of the proximity to the interchange.

Councilmember LeTourneau agreed that the view from the highway would not be benefited but his concern is with the development around that neighborhood and how the neighbors would view that pole. He stated that originally the intent was to blend in with the building and create an aesthetic for the user of the building and the people in that area. He stated that he would like to stay within the policy as much as possible. He stated that he would support the height but would like the aesthetic portion for the first six feet to be included.

Community Development Director Gladhill noted that change could occur as this would be a Conditional Use Permit.

Mayor Strommen stated that in review of the Planning Commission minutes they had decided that in this case they were in agreement with providing flexibility but would also like to further discuss the policy going forward.

Councilmember Kuzma asked if this would have to go back to the Planning Commission.

Mayor Strommen stated that the Council could simply amend the recommendation as there is not additional work to be done.

Community Development Director Gladhill asked that the Council remain cognizant about the 60 day review rule should this be directed to go back to the Planning Commission.

Councilmember Riley stated that while he understands the policy direction he also acknowledges that could be an investment that would not be seen.

Councilmember Shryock asked where the sign would be located on the property.

Community Development Director Gladhill identified the site location map that was included in the Council packet.

Councilmember Riley asked if the pole would be visible from Highway 10 or the interchange.

Community Development Director Gladhill stated that it would be helpful to have more in depth drawings in this and future cases. He stated that there would be some visibility at some points but there would be several points that would be severely obstructed.

Mayor Strommen stated that there is no finding of fact in relation to this issue specifically and suggested that item be addressed.

Community Development Director Gladhill stated that another finding could be added stating that due to the proximity and grade change that the item could be waived in this situation. He stated that there will be some points that the pole would be visible to public view but there would be many areas where the view would be obstructed. He agreed that a continued policy discussion would be helpful in the future.

Councilmember LeTourneau stated that he drives that location daily and there would be clearly visibility for eastbound and business district traffic. He stated that although not many people may look at it, there will be a view shed and therefore the Ordinance should be followed.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to Adopt Resolution #15-11-272 Adopting Findings of Fact #0957 Relating to a Request from Ramsey-Arbor Properties, LLC for a Conditional Use Permit to Exceed Sign Size and Height Restrictions for a Ground Sign to be Located at 8035 Riverdale Drive NW, contingent on clarifying that the CUP shall require the installation of the first six feet of base.

Further discussion: Steve Young stated that he is also concerned with materials for the building noting that he went above and beyond with the materials used to construct the building. He noted that his plan was to plant six-foot evergreens near the base of the sign to soften the view but would be happy to follow the direction of the Council.

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

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to Adopt Resolution #15-11-273 Approving the Issuance of a Conditional Use Permit to Ramsey-Arbor Properties, LLC Based on Findings of Fact #0957 to Exceed Sign Regulations Established in City Code and Declaring Terms of the Permit, contingent on clarifying that the CUP shall require the installation of the first six feet of base.

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

7.02: Consider Adopting Ordinance #15-17 Amending City Code Chapter 105 (Buildings and Building Standards) Related to Allowable Hours of Construction

Community Development Director Gladhill reviewed the staff report and recommendation to waive the City Charter requirement to read the ordinance aloud and to adopt Ordinance #15-17 Amending City Code Chapter 105 Related to Allowable Hours of Construction.

Councilmember Riley stated that this Ordinance does the opposite of what the City intended to do and therefore he would be opposing this item.

Mayor Strommen agreed with the comments of Councilmember Riley that the burden is wrongly being placed on the City rather than the developer and therefore she would be opposing this Ordinance as well.

Motion by Councilmember LeTourneau, seconded by Councilmember Williams, to adopt Ordinance #15-17 Amending Chapter 105 (Building and Building Regulations) of the Ramsey City Code Amending the Allowable Hours of Construction.

A roll call vote was performed by the Recording Secretary:

Councilmember LeTourneau aye
Councilmember Shryock aye
Councilmember Johns aye
Councilmember Williams aye
Councilmember Kuzma aye
Councilmember Riley nay
Mayor Strommen nay

Motion carried.

7.03: Consider Adopting Ordinance #15-15 Amending City Code Section 117-1 (Definitions) Chapter 117, Article II, Division 4, Subdivision III (Floodplain Overlay Districts)

Community Development Director Gladhill reviewed the staff report and recommendation to waive the City Charter requirements to read the ordinance aloud and adopt Ordinance #15-15 amending Section 117-1 (Definitions) and Chapter 117, Article II, Division 4, Subdivision III (Floodplain Overlay Districts) to incorporate by reference the updated Flood Insurance Rate Maps and the Flood Insurance Study, both dated December 16, 2015.

Councilmember Kuzma stated that the maps are outdated and the updates will be helpful to residents.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to adopt Ordinance #15-15, an amendment to Chapter 117 of the City Code, which Chapter is Known as Zoning and Subdivisions of the City Code of Ramsey, Minnesota, Amending Section 117-1 (Definitions) and Subdivision III, (Floodplain Overlay Districts) of the Ramsey City Code.

A roll call vote was performed by the Recording Secretary:

Councilmember LeTourneau aye
Councilmember Shryock aye
Councilmember Johns aye
Councilmember Williams aye
Councilmember Kuzma aye
Councilmember Riley aye
Mayor Strommen aye

Motion carried.

7.04: Consider Adoption of Resolution #15-11-287 Authorizing Preparation of Plans and Specifications for Riverdale Drive Extension from Traprock Street to Ramsey Boulevard, Improvement Project #16-20

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #15-11-287 authorizing City staff to accept the proposal from Bolton & Menk, Inc. in the amount of $89,170 to prepare final Plans and Specifications to extend Riverdale Drive from Traprock Street to Ramsey Boulevard in 2016.

Councilmember Ulrich noted that this would provide an important connection to residents without having to access Highway 10.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to adopt Resolution #15-11-287 Authorizing Preparation of Plans and Specifications for Riverdale Drive Extension from Traprock Street to Ramsey Boulevard, Improvement Project #16-20.

Further discussion: Councilmember Kuzma stated that the case states that the project would be funded through MSA funds and asked if those funds would be available for alternate projects if this was not approved.

City Engineer Westby confirmed that if the funds were not used for this project they would remain in the account for other MSA projects.

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

7.05: Public Works Campus Space Needs Analysis

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and reported that BKV, City staff, and the Public Works Committee have identified "Option A" in the report as the most desired site and building layout. He noted that all three groups recommend that the City Council adopt the space needs analysis, which will provide general policy direction.

Bruce Schwartman, BKV, provided an overview of the space needs analysis that was completed for the public works campus. He stated that the area defined for the campus was 66,000 square feet and noted that size is consistent with other similar municipalities. He noted that the option recommended, Option A, would utilize two of the existing buildings for storage and/or cold storage.

Councilmember Kuzma stated that he feels that this is premature as the Fire Station still needs to be completed and therefore he would not be supporting this item.

Mayor Strommen stated that the action tonight is simply to accept the report and not to take action.

Councilmember Kuzma stated that he would support accepting the report but did not want to start a timeline.

City Administrator Ulrich noted that this report identifies the space for the campus and therefore decisions can be made on other sites that were being looked into. He advised that site preparations could also occur in the future.

Councilmember Riley stated that the Public Works Committee has reviewed this multiple times and stated that Option A was identified as the best option because it would utilize existing buildings as well.

Councilmember Williams asked for additional information on a return on the investment.

Mr. Schwartman explained that the goal was to assess public works first and how to accommodate the public works operations, rather than to provide a return on the investment. He noted that there would be developable land available with Option A, compared to Option B.

Asst. City Administrator/Economic Development Manager Brama provided additional information, noting that Option A would provide the most amount of land available for alternate development outside of the 300-foot setback from the railroad tracks. He noted that Option D would actually provide more development opportunity but would not fit with the operational needs of the public works department and that is why Option A is recommended.

Councilmember Shryock noted that this does solidify information that is already known and looked forward to continuing discussions in the next few years.

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to adopt the future public works campus space needs analysis.

Motion carried. Voting Yes: Mayor Strommen, Councilmembers Shryock, LeTourneau, Johns, Kuzma, Shryock, and Williams. Voting No: None.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich reported that the resignation of Fire Chief Kapler was received, with an estimated leave of March 2016. He advised of upcoming events and activities.

Councilmember Riley stated that the City of Ramsey EDA business working breakfast occurred this morning and 83 individuals attended to learn about business resources available.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:11 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 4.**

Meeting Date: 12/08/2015
Submitted For: Jo Thieling, Administrative Services
By: Jo Thieling, Administrative Services

Information

Title

Approve Request to Declare Surplus Property

Purpose/Background:

Staff is requesting Council declare the following property surplus and authorize sale of same:

Sanyo Projector
DA-LITE Electric projector Screen

Recommendation:

Staff recommends Council declare the projector and screen as surplus and authorize sale/auction of same.

Action:

Motion to declare the Sanyo Projector and DA-LITE Electric projector Screen as surplus and authorize sale/auction of same.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2015 10:23 AM
Form Started By: Jo Thieling		Started On: 11/20/2015 11:22 AM
Final Approval Date: 12/03/2015		

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **4. 5.**

Meeting Date: 12/08/2015

By: Jo Thieling, Administrative Services

Information

Title:

Amend City Council Meeting Schedule for January and February 2016 Due to Special Election

Purpose/Background:

Purpose: The purpose of this case is to amend the regular meeting schedule for the City Council due to the Special Election scheduled for January 12 (Special Primary) and February 9 (Special General).

Background: A resignation created a vacancy in Senate District 35, which encompasses the entire City of Ramsey. A Special Election has been scheduled for February 9, with the Primary for that Election scheduled for January 12. Per State Statute, no City meetings are allowed while the polls are open for voting and all polling locations will be open from 7:00 a.m. to 8:00 p.m. on those days. There is a chance a Primary will not be necessary; however, since December 8 is the City Council's last regular meeting for 2015, Council would need to take action at this meeting to reschedule the two regular Council meetings that are affected by the Special Election dates.

Staff is recommending Council approve rescheduling the work session and the regular City Council meeting of January 12 to Monday, January 11, beginning at 5:30 p.m. and 7:00 p.m., and to reschedule the February 9 meeting to Monday, February 8, at 5:30 p.m. and 7:00 p.m.

Notification:

The change will be noticed on the meeting schedule as well as on the City's website.

Recommendation:

Staff recommends rescheduling the City Council work session and regular meeting of January 12 to Monday, January 11, 5:30 p.m. and 7:00 p.m. and the work session and regular meeting of February 9 to Monday, February 8, 5:30 p.m. and 7:00 p.m.

Action:

Motion to approve amending the January and February meeting schedule as follows:

Reschedule the January 12 City Council work session and regular meeting to Monday, January 11, 5:30 p.m. and 7:00 p.m. and to reschedule the February 9 City Council work session and regular meeting to Monday, February 8, 5:30 p.m. and 7:00 p.m.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2015 10:52 AM

Form Started By: Jo Thieling Started On: 11/25/2015 03:32 PM

Final Approval Date: 12/03/2015

CC Regular Session **4. 6.**

Meeting Date: 12/08/2015

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #15-12-293 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 19, 2015 through December 2, 2015

Action:

Motion to Adopt Resolution #15-12-293 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 19, 2015 through December 2, 2015

Attachments

Bills List 12/8/2015

Resolution 12/8/2015

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	12/02/2015 02:18 PM
Kurt Ulrich	Kurt Ulrich	12/03/2015 11:12 AM
Form Started By: Jackie Lipski		Started On: 12/02/2015 01:40 PM
Final Approval Date: 12/03/2015		

RAMSEY CITY COUNCIL MEETING

12/8/2015

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 11/19/15-12/2/15	125,328.46
Accounts Payable 11/19/15-12/2/15	116,196.83
Payroll 11/20/15	147,292.20
Debt Service	1,229,818.31

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 1,618,635.80**

		APPROVED PREV. MTG	2015 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:			
	NET PAYROLL TOTAL	$ 129,500.62	$ 3,187,427.09
-	CORRECTION TO PAYROLL		
	PREPAIDS	212,592.60	5,428,469.46
-	PREPAID ADJUSTMENTS		
	WIRE TRANSFERS FOR DEBT SERVICE		1,028,067.64
-	CORRECTION TO D.S.		
	ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
-	BILLS LIST SUBMITTED	266,482.09	4,958,539.32
	ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)	1,000,320.18	4,517,292.84
-	CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED		**$ 1,608,895.49**	**$ 19,119,796.35**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
98661	**11/19/2015**		**100012 ACE SOLID WASTE INC**						
		28.19	FIRE STATION 1		79253	1265639	0220.6374		REFUSE/RECYCLING
		28.19							
98662	**11/19/2015**		**112663 CAPSTONE HOMES INC**						
		1,500.00	REFUND ERO ESC 14605 QUICKSILV		79254	111915	9804.6433	00114862	REFUNDS
		1,500.00							
98663	**11/19/2015**		**109910 GREAT NORTHERN LANDSCAPE INC**						
		282.62	DRIVEWAY REPAIR-JARVIS STREET		79255	11086	9400.6530	00201520	IMPROVEMENTS OTHER
		282.62							
98664	**11/19/2015**		**113841 JOHNSON, DANIEL**						
		15.65	REPLACE CHECK 92641		79256	111915	9601.4651		WATER REVENUE
		15.65							
98665	**11/19/2015**		**100389 MN POST BOARD**						
		90.00	LICENSE-J. DUERKSEN		79257	111715	0211.6451		MEMBERSHIP DUES
		90.00							
98666	**11/19/2015**		**114963 NETWORK MEDICS INC**						
		637.50	TABLET SETUPS		79258	7145	0220.6489		OTHER CONTRACTED SE
		637.50							
98667	**11/19/2015**		**110759 NORTHERN STAR COUNCIL**						
		586.00	REG DUES- EXPLORERS		79259	111615	0280.6451		MEMBERSHIP DUES
		586.00							
98668	**11/19/2015**		**112959 PREMIUM WATERS INC**						
		42.99	WATER-FD		79260	621332-10-15 OCT 15	0220.6489		OTHER CONTRACTED SE
		25.99	WATER FD		79261	621331-10-15 OCT 15	0220.6489		OTHER CONTRACTED SE
		68.98							
98669	**11/19/2015**		**114988 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION**						
		18.24	SHORTAGE		79262	97909	0153.6489		OTHER CONTRACTED SE
		18.24							
98670	**11/19/2015**		**112464 TITLE SMART INC**						
		26.00	REPLACE CHECK 96525		79263	111915	9601.4651		WATER REVENUE
		26.00							
98671	**11/19/2015**		**100179 FIRE FIGHTERS RELIEF ASSN**						
		781.00			79174	1117151114234	9101.2177		UNION DUES
		781.00							
98672	**11/19/2015**		**100257 LAW ENFORCEMENT LABOR SRV INC**						
		470.00			79056	110515916595	9101.2177		UNION DUES
		470.00			79248	1119151014175	9101.2177		UNION DUES
		940.00							
98673	**11/19/2015**		**100298 MN AFSCME COUNCIL 5**						
		661.35			79057	110515916596	9101.2177		UNION DUES
		591.07			79249	1119151014176	9101.2177		UNION DUES
		1,252.42							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
98673	11/19/2015		100298 MN AFSCME COUNCIL 5						Continued.
98674	11/20/2015		110734 CITY OF RAMSEY						
		100.00	718889		79264	112015	9601.4651		WATER REVENUE
		31.00	723946		79264	112015	9601.4651		WATER REVENUE
		19.47	724028		79264	112015	9601.4651		WATER REVENUE
		150.47							
98675	12/1/2015		100031 ANOKA COUNTY						
		20.00	NOTARY J. PETERSON		79265	11242015	0211.6451		MEMBERSHIP DUES
		20.00							
98676	12/1/2015		100043 ANOKA COUNTY PROPERTY RECORDS TAXATION						
		105.30	RECORDING FEES 2 PROPERTIES		79329	120115	9400.6315		MISCELLANEOUS PROFE
		105.30							
98677	12/1/2015		111377 ANOKA MUNICIPAL UTILITY						
		51.51	14034 DYSPOSIUM ST-ST LT		79266	22-610280-00 NOV 15	0260.6371		ELECTRIC UTILITIES
		34.35	BUNKER LAKE BLVD/DYS SIGNAL		79267	22-612000-01 NOV 15	0260.6371		ELECTRIC UTILITIES
		56.80	RAMSEY STREET LIGHTS		79268	22-990005-01 NOV 15	9603.6371		ELECTRIC UTILITIES
		119.52	CTY RD 116/ HWY 47 SIGNAL		79269	22-613120-01 NOV 15	0260.6371		ELECTRIC UTILITIES
		262.18							
98678	12/1/2015		100297 CENTERPOINT ENERGY						
		1,150.69	7550 SUNWOOD DR		79270	6702493-5 NOV 15	0194.6373		GAS
		34.32	6701 HIGHWAY 10		79271	6011580-5 NOV 15	9410.6373	00041012	GAS
		51.45	16303 QUICKSILVER ST		79272	10414874-7 NOV 15	0452.6373		GAS
		80.74	14515 E TOWN CENTER DR		79273	8782239-1 NOV 15	9601.6373		GAS
		1,317.20							
98679	12/1/2015		110734 CITY OF RAMSEY						
		33.55	713463949		79274	113015	9601.4651		WATER REVENUE
		33.55							
98680	12/1/2015		100144 DEHN OIL COMPANY						
		101.90	BAL DUE ON INVOICE		79275	36556	0311.6225		DIESEL FUEL
		101.90							
98681	12/1/2015		104026 DIVERSIFIED PAVING INC						
		2,475.00	RE: WOODLAND GREEN PARK		79276	810-30	0452.6489		OTHER CONTRACTED SE
		2,475.00	RE: WOODLAND GREEN PARK		79276	810-30	9605.6489		OTHER CONTRACTED SE
		4,950.00							
98682	12/1/2015		111448 ERICKSON, MITCHEL AND JANELLE						
		100.00	REFUND 2015 FIELD LIGHTS		79277	120115	9804.1160		KEY & DAMAGE DEPOSIT
		100.00							
98683	12/1/2015		100209 HAKANSON ANDERSON ASSOC INC						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
98683	12/1/2015		100209 HAKANSON ANDERSON ASSOC INC						Continued.
		841.00	CENTER STREET		79278	35240	9433.6530	00201424	IMPROVEMENTS OTHER
		841.00							
98684	12/1/2015		114999 LINDBERG, JASON AND JENNIFER						
		1,500.00	REFIND ERO ESC 17042 GARNET ST		79279	120115	9804.6433	00114734	REFUNDS
		1,500.00							
98685	12/1/2015		100363 NORTHERN SANITARY SUPPLY CO						
		342.01	MISC SUPPLIES		79280	176760	0194.6249		MISCELLANEOUS OPERA
		342.01							
98686	12/1/2015		107244 NORTHLAND TRUST SERVICES INC						
		495.00	BONDS 2011B		79285	RAMS11B	9340.6310		FISCAL AGENT FEES
		255,000.00	BONDS 2011B		79285	RAMS11B	9340.6602		BOND PRINCIPAL
		33,918.75	BONDS 2011B		79285	RAMS11B	9340.6611		BOND INTEREST
		540,000.00	BONDS 2012A		79286	RAMS12A	9339.6602		BOND PRINCIPAL
		254,106.26	BONDS 2012A		79286	RAMS12A	9339.6611		BOND INTEREST
		1,083,520.01							
98687	12/1/2015		114998 OGUNLEYE, TOLA						
		77.00	REFUND PERMIT 030961		79287	09011	9101.4205		BUILDING PERMIT
		1.00	REFUND PERMIT 030961		79287	09011	9101.2081		SURCHARGES-PERMITS
		78.00							
98688	12/1/2015		105706 TINKLENBERG GROUP INC						
		5,400.00	DEC 2015 SERVICES		79288	113015	9400.6315		MISCELLANEOUS PROFE
		5,400.00							
98689	12/1/2015		100510 VERIZON WIRELESS						
		26.02	OCT/NOV 15 SERVICE		79289	9755291167	0130.6323		CELLULAR PHONES
		26.02							
90352697	11/20/2015		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		50.00			79237	111815922264	9101.2174		PERA-EMPLOYEE
		50.00			79238	111815922265	9101.2183		PERA-EMPLOYER
		15,856.70			79250	1119151014177	9101.2174		PERA-EMPLOYEE
		21,043.08			79251	1119151014178	9101.2183		PERA-EMPLOYER
		36,999.78							
90857104	11/20/2015		100113 BANK OF THE WEST						
		257.71			79171	1117151114231	9101.2171		FEDERAL WITHHOLDING
		1,148.00			79172	1117151114232	9101.2173		FICA & MEDICARE-EMPL(
		1,148.00			79173	1117151114233	9101.2182		FICA & MEDICARE-EMPL(
		361.66			79234	111815922261	9101.2171		FEDERAL WITHHOLDING
		310.35			79235	111815922262	9101.2173		FICA & MEDICARE-EMPL(
		310.35			79236	111815922263	9101.2182		FICA & MEDICARE-EMPL(
		22,474.75			79240	1119151014171	9101.2171		FEDERAL WITHHOLDING
		10,200.32			79245	1119151014172	9101.2173		FICA & MEDICARE-EMPL(
		10,200.32			79246	1119151014173	9101.2182		FICA & MEDICARE-EMPL(
		46,411.46							
94120115	12/1/2015		114740 BOND TRUST SERVICES CORPORATION						
		80,000.00	BONDS REF 327537		79295	27223	9349.6602		BOND PRINCIPAL
		6,997.50	BONDS REF 327537		79295	27223	9349.6611		BOND INTEREST
		86,997.50							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
94120115	**12/1/2015**		**114740 BOND TRUST SERVICES CORPORATION**						**Continued.**
95120115	**12/1/2015**		**114740 BOND TRUST SERVICES CORPORATION**						
		47,094.55	BONDS REF 327741		79294	27225	9351.6611		BOND INTEREST
		47,094.55							
95943488	**11/20/2015**		**100601 MN DEPT OF REV WH**						
		232.11			79175	1117151114235	9101.2172		STATE WITHHOLDING
		83.00			79239	111815922266	9101.2172		STATE WITHHOLDING
		8,923.72			79252	1119151014179	9101.2172		STATE WITHHOLDING
		9,238.83							
96120115	**12/1/2015**		**114740 BOND TRUST SERVICES CORPORATION**						
		11,206.25	BONDS SERIES 2015B		79293	27224	9350.6611		BOND INTEREST
		11,206.25							
97120115	**12/1/2015**		**114740 BOND TRUST SERVICES CORPORATION**						
		450.00	BONDS SERIES 2015B		79292	27321	9350.6310		FISCAL AGENT FEES
		450.00							
98120115	**12/1/2015**		**114740 BOND TRUST SERVICES CORPORATION**						
		450.00	BONDS SERIES 2015A		79291	27322	9351.6310		FISCAL AGENT FEES
		450.00							
99076818	**11/20/2015**		**100223 ICMA RETIREMENT TRUST 457**						
		2,682.12			79247	1119151014174	9101.2175		DEFERRED COMPENSAT
		2,682.12							
99112015	**11/20/2015**		**107962 TASC**						
		2,644.03			79241	11191510141710	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,644.03							
99120115	**12/1/2015**		**114740 BOND TRUST SERVICES CORPORATION**						
		100.00	BONDS 2014A		79290	27323	9349.6310		FISCAL AGENT FEES
		100.00							
99691312	**11/20/2015**		**114790 GREAT WEST LIFE AND ANNUITY INS CO**						
		3,359.00			79243	11191510141712	9101.2175		DEFERRED COMPENSAT
		3,359.00							
99692098	**11/20/2015**		**114790 GREAT WEST LIFE AND ANNUITY INS CO**						
		1,154.46			79244	11191510141713	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,154.46							
99772411	**11/20/2015**		**114486 SUN LIFE ASSURANCE COMPANY OF CANADA**						
		674.04			79050	1105159165911	9101.2176		LIFE/HEALTH-EMPLOYEE
		672.91			79242	11191510141711	9101.2176		LIFE/HEALTH-EMPLOYEE
		37.60	Paplham COBRA Life		79242	11191510141711	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,384.55							
		1,355,146.77	Grand Total						

Payment Instrument Totals

Checks	1,104,974.24
EFT Payments	250,172.53
Total Payments	1,355,146.77

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2015

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100011	ACE SALES	ANOKA CTY BROKER EVENT	PV	79330	001	09230	10/20/2015	2534	939.55
	ACE SALES 17555 UNICORN STREET NW RAMSEY MN 55303					Summary Total			939.55
						Payment Amount			939.55
113823	ALLINA HEALTH	PRE EMPLY J. DUERKSEN	PV	79311	001	09101	11/3/2015	285554060	268.00
	ALLINA HEALTH NW 629601 P O BOX 1450 MINNEAPOLIS MN 55485-6296					Summary Total			268.00
						Payment Amount			268.00
106641	AMERICAN PRESSURE INC	BALL STOP	PV	79296	001	09101	11/23/2015	88217	46.86
	AMERICAN PRESSURE INC 3810 W BROADWAY ROBBINSDALE MN 55422					Summary Total			46.86
						Payment Amount			46.86
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	SMART BATTERIES	PV	79297	001	09101	11/17/2015	2015114	570.00
	ANOKA COUNTY CENTRAL COMMUNICATIONS 325 EAST MAIN STREET ANOKA MN 55303					Summary Total			570.00
						Payment Amount			570.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	3DR QTR MAINT SIGNAL LTS	PV	79334	001	09101	11/16/2015	H151116H	1,015.89
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303					Summary Total			1,015.89
						Payment Amount			1,015.89
100058	ANOKA RAMSEY FARM AND GARDEN	STRAW	PV	79332	001	09601	11/19/2015	111915	59.50
	ANOKA RAMSEY FARM AND GARDEN 7435 HIGHWAY 10					Summary Total			59.50
		STRAW	PV	79333	001	09601	11/18/2015	111815	29.75

Bank Account	00002224 CASH IN BANK
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Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2015

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	RAMSEY MN 55303					Summary Total			29.75
						Payment Amount			89.25
100056	ANOKA, CITY OF	RE: MISS RIVER TRAIL	PV	79298	001	09805	11/13/2015	201511133809	26,314.95
	CITY OF ANOKA					Summary Total			26,314.95
	2015 - 1ST AVENUE NORTH	RE: MISS RIVER TRAIL	PV	79331	001	09805	11/18/2015	201511183827	359.01
	ANOKA MN 55303					Summary Total			359.01
						Payment Amount			26,673.96
100063	ASPEN MILLS	GROUP NAMETAG ORDER	PV	79335	001	09101	11/12/2015	172938	263.75
	ASPEN MILLS					Summary Total			263.75
	8201 C CENTRAL AVE NE	BOOTS C. GARDNER PD	PV	79336	001	09101	11/14/2015	173087	189.95
	SPRING LAKE PARK MN 55432					Summary Total			189.95
		MISC- S. SCHLENDER PD	PV	79337	001	09101	11/14/2015	173086	89.95
						Summary Total			89.95
		N. STOLP MISC PD	PV	79338	001	09101	11/14/2015	173085	89.95
						Summary Total			89.95
		N. STOLP- MISC RESERVES	PV	79339	001	09290	11/12/2015	172941	778.95
						Summary Total			778.95
		N. DAHLBERG BODY ARMOR PD	PV	79340	001	09290	11/12/2015	172940	778.95
						Summary Total			778.95
		J. BONINE BODY ARMOR PD	PV	79341	001	09290	11/12/2015	172939	908.90
						Summary Total			908.90
						Payment Amount			3,100.40
113027	BLUE CROSS BLUE SHIELD-EAP	EAP SERVICES NOV 15	PV	79342	001	09101	12/1/2015	3315580	63.28
	BLUE CROSS BLUE SHIELD- EAP ATTEN: DEBRA MORSE M 104 P O BOX 64560 ST PAUL MN 55164					Summary Total			63.28
						Payment Amount			63.28
112019	CENTRAL HYDRAULICS INC	MISC PARTS	PV	79299	001	09101	11/20/2015	0039273	151.56

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2015

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT ROGERS MN 55374								
				Summary Total					151.56
				Payment Amount					151.56
106670	CENTRAL POWER DISTRIBUTORS INC	MISC PARTS	PV	79300	001	09101	11/19/2015	136187	12.69
	CENTRAL POWER DISTRIBUTORS INC			Summary Total					12.69
	3801 THURSTON AVENUE	CHAIN SAW SUPPLIES	PV	79301	001	09101	11/24/2015	138854	20.84
	ANOKA MN 55303			Summary Total					20.84
		CHAIN	PV	79343	001	09101	11/12/2015	131848	23.61
				Summary Total					23.61
				Payment Amount					57.14
100117	CONNEXUS ENERGY	14491 ARMSTRONG- ADD FOOTAGE	PV	79302	001	09603	11/12/2015	ATC0004403	412.30
	CONNEXUS ENERGY 14601 RAMSEY BLVD NW RAMSEY MN 55303								
				Summary Total					412.30
				Payment Amount					412.30
100167	CORNERSTONE FORD	SOCKET ASY. 564	PV	79344	001	09101	11/18/2015	15146688	16.07
	CORNERSTONE FORD 17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330			Summary Total					16.07
				Payment Amount					16.07
100125	COUNTRYSIDE PRINTING INC	BUSINESS CARDS	PV	79303	001	09101	11/19/2015	33662	59.00
	COUNTRYSIDE PRINTING	BUSINESS CARDS	PV	79303	002	09101	11/19/2015	33662	59.00
	6250 BUNKER LAKE BLVD NW			Summary Total					118.00
	SUITE 113	EDA POST CARDS	PV	79345	001	09230	11/16/2015	33659	1,267.60
	RAMSEY MN 55303			Summary Total					1,267.60
				Payment Amount					1,385.60
107545	D AND M ENTERPRISES	REFUND PERMIT RA0300912	PV	79347	001	09101	11/18/2015	111815	226.00
	D AND M ENTERPRISES	REFUND PERMIT RA0300912	PV	79347	002	09101	11/18/2015	111815	1.00

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2015	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	10337 TWIN LAKES ROAD ELK RIVER MN 55330			Summary Total					227.00
				Payment Amount					227.00
104026	DIVERSIFIED PAVING INC	ELMCREST PARK/FOX PARK	PV	79346	001	09101	10/26/2015	7142	16,000.00
	DIVERSIFIED PAVING INC 8019 146TH AVENUE NW RAMSEY MN 55303			Summary Total					16,000.00
				Payment Amount					16,000.00
100158	ECM PUBLISHERS INC	HEARING- GRADING	PV	79348	001	09101	11/20/2015	278481	75.25
	ECM PUBLISHERS INC			Summary Total					75.25
	4095 COON RAPIDS BLVD	HEARING-2016 SCHEDULE OF RATES	PV	79349	001	09101	11/13/2015	276344	43.00
	COON RAPIDS MN 55433			Summary Total					43.00
				Payment Amount					118.25
106624	EHLERS AND ASSOCIATES, INC	COR TIF DISTRICT	PV	79350	001	09804	11/12/2015	69031	315.00
	EHLERS & ASSOCIATES, INC			Summary Total					315.00
	3060 CENTRE POINTE DRIVE	GENERAL TIF	PV	79351	001	09804	11/12/2015	69032	945.00
	ROSEVILLE MN 55113-1105			Summary Total					945.00
				Payment Amount					1,260.00
113651	ELECTRO WATCHMAN INC	CITY HALL- REPAIR	PV	79352	001	09240	11/19/2015	250844	1,028.04
	ELECTRO WATCHMAN INC ONE W WATER STREET SUITE 110 ST PAUL MN 55107			Summary Total					1,028.04
				Payment Amount					1,028.04
113321	FACTORY MOTOR PARTS CO	CREDIT FOR BATTERY WARRANTY	PD	79304	001	09101	11/10/2015	1-4836801	134.55-
	FACTORY MOTOR PARTS CO			Summary Total					134.55-
	BIN 139107	BRAKES 564	PV	79305	001	09101	11/18/2015	6-1425910	195.27
	P O BOX 9107 MINNEAPOLIS MN 55480-9107			Summary Total					195.27
				Payment Amount					60.72

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2015	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
107099	FASTENAL	MISC PARTS	PV	79306	001	09101	11/18/2015	MNTC8134787	53.68
	FASTENAL COMPANY				Summary Total				53.68
	P O BOX 978	MISC SUPPLIES	PV	79307	001	09101	11/13/2015	MNTC8134648	5.57
	WINONA MN 55987				Summary Total				5.57
		MISC SUPPLIES	PV	79308	001	09101	11/13/2015	MNTC8134641	37.69
					Summary Total				37.69
		MISC PARTS	PV	79353	001	09101	11/19/2015	MNTC8134835	21.49
					Summary Total				21.49
		RPR : BOSCH	PV	79354	001	09601	11/24/2015	MNTC8134971	68.99
					Summary Total				68.99
					Payment Amount				187.42
100189	G AND K SERVICES INC	UNIFORM CLEANING	PV	79355	001	09101	11/18/2015	1006403940	98.00
	G AND K SERVICES INC	UNIFORM CLEANING	PV	79355	002	09101	11/18/2015	1006403940	13.00
	P O BOX 842385	UNIFORM CLEANING	PV	79355	003	09101	11/18/2015	1006403940	87.63
	BOSTON MA 02284-2385	UNIFORM CLEANING	PV	79355	004	09101	11/18/2015	1006403940	87.63
					Summary Total				286.26
					Payment Amount				286.26
100650	GRAINGER	DELINEATOR POSTS	PV	79310	001	09101	11/18/2015	9896248060	2,212.80
	GRAINGER INC				Summary Total				2,212.80
	DEPT. 806511127	TABLE FAN AND WATER HOSE	PV	79356	001	09101	11/20/2015	9898674958	43.94
	PALATINE IL 60038-0001				Summary Total				43.94
		HOSE REEL MOUNT/ KEY CAB.	PV	79357	001	09101	11/13/2015	9893307844	211.86
					Summary Total				211.86
		GREASE GUN	PV	79358	001	09101	11/16/2015	9894739532	286.43
					Summary Total				286.43
					Payment Amount				2,755.03
100209	HAKANSON ANDERSON ASSOC INC	RE: RIDGEPOINT STAKING	PV	79359	001	09804	11/6/2015	35298	1,371.00
	HAKANSON ANDERSON ASSOC INC 3601 THURSTON AVENUE ANOKA MN 55303-1063				Summary Total				1,371.00
					Payment Amount				1,371.00

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2015	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100211	HAWKINS INC	PART- EJECTOR	PV	79360	001	09601	11/5/2015	3798132	1,915.50
	HAWKINS INC					Summary Total			1,915.50
	P O BOX 860263								
	MINNEAPOLIS MN 55486-0263								
						Payment Amount			1,915.50
106324	INSPECTRON INC	OCT 2015 SERVICES	PV	79361	001	09101	11/10/2015	111015	5,200.00
	INSPECTRON INC					Summary Total			5,200.00
	CODE COMPLIANCE INSPECTIONS								
	15120 CHIPPENDALE AVE SUITE 202								
	ROSEMOUNT MN 55068								
						Payment Amount			5,200.00
100256	LANO EQUIPMENT INC	MISC SUPPLIES	PV	79312	001	09101	11/11/2015	02-338773	310.84
	LANO EQUIPMENT INC	MISC SUPPLIES	PV	79312	002	09101	11/11/2015	02-338773	99.00
	6140 HIGHWAY 10 NW					Summary Total			409.84
	ANOKA MN 55303								
						Payment Amount			409.84
100266	LOGIS	OCT 2015 SERVICES	PV	79362	001	09101	10/31/2015	40935	10,355.00
	LOGIS					Summary Total			10,355.00
	5750 DULUTH STREET	INSIGHT- LIC MAINT	PV	79363	001	09101	10/31/2015	40971	96.25
	GOLDEN VALLEY MN 55422-4036					Summary Total			96.25
		NETWORK	PV	79364	001	09101	10/15/2015	40910	1,338.75
						Summary Total			1,338.75
						Payment Amount			11,790.00
100271	MAIN MOTORS	MISC PARTS 664	PV	79365	001	09101	11/17/2015	313525	156.56
	MAIN MOTORS					Summary Total			156.56
	435 WEST MAIN STREET	REPAIR BRAKE CONTROL	PV	79366	001	09101	11/18/2015	452071	245.00
	ANOKA MN 55303	REPAIR BRAKE CONTROL	PV	79366	002	09101	11/18/2015	452071	300.00
						Summary Total			545.00
						Payment Amount			701.56
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	79367	001	09601	11/17/2015	92535	30.88
	MENARDS ELK RIVER					Summary Total			30.88
	19521 EVANS STREET NW								

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2015	

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ELK RIVER MN 55330-1077								
				Payment Amount					30.88
114986	MIDWEST PLAYGROUND CONTRACTORS INC	CURVED BRIDGE	PV	79313	001	09101	11/11/2015	6772	705.00
	MIDWEST PLAYGROUND CONTRACTORS INC 500 N PINE STREET SUITE 103 CHASKA MN 55318-1964			Summary Total					705.00
				Payment Amount					705.00
101164	MILLER CHEVROLET	WORK ON 323	PV	79315	001	09101	11/16/2015	CVCS539958	195.93
	MILLER CHEVROLET 21150 JOHN MILLESS DR P O BOX 130 ROGERS MN 55374			Summary Total					195.93
				Payment Amount					195.93
106555	MINNEAPOLIS, CITY OF	OCT 15 FEES	PV	79368	001	09101	11/13/2015	400413006483	144.90
	MINNEAPOLIS FINANCE DEPT P O BOX 77038 MINNEAPOLIS MN 55480-7738			Summary Total					144.90
				Payment Amount					144.90
100328	MN DEPT OF HEALTH WATER	OCT- DEC 2015	PV	79314	001	09601	11/23/2015	4TH QTR 2015	6,546.00
	MN DEPT OF HEALTH DRINKING WATER PROTECTION SECTION P O BOX 64494 ST PAUL MN 55164-0494			Summary Total					6,546.00
				Payment Amount					6,546.00
113909	MOBILE VEHICLE INTEGRATION	REWIRE SQUAD 322	PV	79369	001	09290	11/20/2015	1511160	1,000.00
	MOBILE VEHICLE INTEGRATION 835 XENIA AVENUE NW ELK RIVER MN 55330			Summary Total					1,000.00
				Payment Amount					1,000.00
100345	NAPA AUTO PARTS ELK RIVER	WIPER BLADES	PV	79316	001	09101	11/16/2015	828830	39.68

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2015

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	NAPA AUTO PARTS ELK RIVER			Summary Total					39.68
	17137 YALE STREET NW	SERVICE JACK	PV	79317	001	09101	11/20/2015	829548	249.00
	P O BOX 1041			Summary Total					249.00
	ELK RIVER MN 55330	GLASS CLEANER/PAINT	PV	79370	001	09101	11/24/2015	830220	10.77
				Summary Total					10.77
		SMALL BULBS	PV	79371	001	09101	11/18/2015	829132	5.29
				Summary Total					5.29
		MISC SHOP SUPPLIES	PV	79372	001	09101	11/18/2015	829133	12.27
				Summary Total					12.27
		PLOW SUPPLIES	PV	79373	001	09101	11/17/2015	828965	43.56
				Summary Total					43.56
				Payment Amount					360.57
114239	NORTH AMERICAN SAFETY	SAFETY VESTS	PV	79318	001	09101	11/10/2015	15045	77.00
	NORTH AMERICAN SAFETY 149 N MERIDIAN STREET BELLE PLAINE MN 56011			Summary Total					77.00
				Payment Amount					77.00
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	79374	001	09101	11/17/2015	177766	142.79
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433			Summary Total					142.79
				Payment Amount					142.79
103461	NORTHERN TECHNOLOGIES INC	RE: RIDGEPOINT	PV	79319	001	09804	10/31/2015	16250	608.00
	NORTHERN TECHNOLOGIES INC			Summary Total					608.00
	1408 NORTHLAND DRIVE SUITE 107	RE:GARNET STREET	PV	79320	001	09435	10/31/2015	16248	1,978.25
	MENDOTA HEIGHTS MN 55120			Summary Total					1,978.25
		FIRE STATION 2	PV	79321	001	09436	10/31/2015	16251	3,345.25
				Summary Total					3,345.25
		PARKVIEW EAST	PV	79375	001	09804	10/31/2015	16240	870.00
				Summary Total					870.00
		BROOKFIELD 6TH ADD.	PV	79376	001	09804	10/31/2015	16243	198.75
				Summary Total					198.75

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2015

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		WOODLAND	PV	79377	001	09804	10/31/2015	1624	339.25
				Summary Total					339.25
		HARVEST ESTATES	PV	79378	001	09804	10/31/2015	16246	995.25
				Summary Total					995.25
				Payment Amount					8,334.75
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC FOR RAMP	PV	79379	001	09240	11/19/2015	92734	236.10
	NORTHWEST LIGHTING SYSTEMS CO. 12001 RIVERWOOD DRIVE BURNSVILLE MN 55337			Summary Total					236.10
				Payment Amount					236.10
115000	OPG-3 INC	LF BARCODE PD	PV	79322	001	09101	11/10/2015	1029	340.00
	OPG-3 INC 2020 SILVER BELL ROAD SUITE #20 EAGAN MN 55122			Summary Total					340.00
				Payment Amount					340.00
110480	OPUS 21 MANAGEMENT SOLUTIONS	OCT 2015 SERVICES	PV	79380	001	09601	11/25/2015	151054	2,793.83
	OPUS 21 MANAGEMENT SOLUTIONS	OCT 2015 SERVICES	PV	79380	002	09601	11/25/2015	151054	2,235.06
	680 COMMERCE DRIVE SUITE 160	OCT 2015 SERVICES	PV	79380	003	09601	11/25/2015	151054	2,235.06
	WOODBURY MN 55125	OCT 2015 SERVICES	PV	79380	004	09601	11/25/2015	151054	1,676.30
		OCT 2015 SERVICES	PV	79380	005	09601	11/25/2015	151054	2,235.06
		OCT 2015 SERVICES	PV	79380	006	09601	11/25/2015	151054	2,830.85-
		OCT 2015 SERVICES	PV	79380	007	09601	11/25/2015	151054	2,844.26-
		OCT 2015 SERVICES	PV	79380	008	09601	11/25/2015	151054	519.12-
		OCT 2015 SERVICES	PV	79380	009	09601	11/25/2015	151054	813.99-
		OCT 2015 SERVICES	PV	79380	010	09601	11/25/2015	151054	8.39-
		OCT 2015 SERVICES	PV	79380	011	09601	11/25/2015	151054	.29-
				Summary Total					4,158.41
				Payment Amount					4,158.41
114134	PHASOR ELECTRIC COMPANY	LIGHT REPAIR	PV	79381	001	09101	11/9/2015	043908	97.00
	PHASOR ELECTRIC COMPANY 2160 108TH LANE NE BLAINE MN 55449			Summary Total					97.00

Bank Account	00002224 CASH IN BANK
Version	LOGIS003V
Originator	JLIPSKI
Payment Instrument	Check Payment
Pay Through Date	12/31/2015

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					97.00
107978	PREMIER COMMERCIAL PROPERTIES INC	HWY 10 MANAGEMENT	PV	79323	001	09410	11/30/2015	4610	200.00
	PREMIER COMMERCIAL PROPERTIES INC	HWY 10 MANAGEMENT	PV	79323	002	09410	11/30/2015	4610	200.00
	6897 139TH LANE NW	HWY 10 MANAGEMENT	PV	79323	003	09410	11/30/2015	4610	200.00
	RAMSEY MN 55303			Summary Total					600.00
				Payment Amount					600.00
113737	RATWIK,ROSZAK AND MALONEY, PA	OCT 2015 SERVICES	PV	79324	001	09804	11/1/2015	57671	2,294.00
	RATWIK,ROSZAK AND MALONEY, PA	OCT 2015 SERVICES	PV	79324	002	09804	11/1/2015	57671	174.00
	300 U.S. TRUST BUILDING	OCT 2015 SERVICES	PV	79324	003	09804	11/1/2015	57671	351.50
	730 SECOND AVENUE SOUTH	OCT 2015 SERVICES	PV	79324	004	09804	11/1/2015	57671	159.50
	MINNEAPOLIS MN 55402			Summary Total					2,979.00
		OCT 2015 RETAINER	PV	79325	001	09101	10/31/2015	57672	4,000.00
				Summary Total					4,000.00
				Payment Amount					6,979.00
110330	RESHETAR SYSTEM INC	SIDEWALK-SUNWOOD/E TWN CTR	PV	79382	001	09101	11/13/2015	15-19511	4,200.00
	RESHETAR SYSTEM INC 730 BUNKER LAKE BLVD ANOKA MN 55303			Summary Total					4,200.00
				Payment Amount					4,200.00
100632	STERN, DUANE	REFUND COBRA 2% FEE	PV	79326	001	09101	11/23/2015	112315	373.78
	DUANE STERN 6049 178TH LANE NW RAMSEY MN 55303			Summary Total					373.78
				Payment Amount					373.78
100469	STREICHER'S POLICE EQUIPMENT	MISC PD SUPPLIES	PV	79383	001	09101	11/17/2015	I1180569	269.96
	STREICHER'S POLICE EQUIPMENT LB# 7873 P O BOX 9438 MINNEAPOLIS MN 55440-9438			Summary Total					269.96

CITY OF RAMSEY
Create Payment Control Groups

Bank Account	00002224	CASH IN BANK
Version	LOGIS003V	
Originator	JLIPSKI	
Payment Instrument		Check Payment
Pay Through Date	12/31/2015	

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					269.96
100485	TIMESAVER OFF SITE SECRETARIAL INC	NOV 10,15 MTG	PV	79384	001	09101	11/13/2015	M21740	199.00
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378			Summary Total					199.00
				Payment Amount					199.00
112721	W W GOETSCH ASSOCIATES INC	2015 LIFT STATION INSPECTION	PV	79385	001	09602	11/10/2015	95401	2,153.00
	W W GOETSCH ASSOCIATES INC 5250 WEST 74TH STREET MINNEAPOLIS MN 55439-2226			Summary Total					2,153.00
				Payment Amount					2,153.00
100539	WRIGHT TIRE SERVICE INC	4 TIRES	PV	79327	001	09101	11/24/2015	30698	498.64
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303			Summary Total					498.64
		2 TIRES FOR 564	PV	79386	001	09101	11/18/2015	30516	225.64
				Summary Total					225.64
				Payment Amount					724.28
112515	WSB AND ASSOCIATES INC	OCT 2015 SERVICES	PV	79328	001	09230	11/20/2015	2 NOV 2015	228.00
	WSB AND ASSOCIATES INC 701 XENIA AVENUE SOUTH SUITE 300 MINNEAPOLIS MN 55416			Summary Total					228.00
				Payment Amount					228.00
				Total Amount to be Processed					116,196.83
				Total Number of Payments to be Processed					52

BOND TRUST SERVICES
CORPORATION

3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113
(651) 209-1010

Paying Agent Fee Invoice

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Invoice #: 27323
Invoice Date: 10/14/2015

Re: $875,000.00 General Obligation Equipment Certificates, Series 2014A

Due Date:	12/15/2015	Paying Agent Fee:	$0.00
		Term Bond Fee:	$100.00
		Total Amount Due:	$100.00

RECEIVED
OCT 19 2015

Payment Instructions

Terms: Upon Receipt

Make check payable to:

Bond Trust Services Corporation
Ref: 27323-PA

Send to:

Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable
(651) 209-1010

114740
9349630 100

BOND TRUST SERVICES
CORPORATION

3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113
(651) 209-1010

Paying Agent Fee Invoice

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Invoice #: 27322
Invoice Date: 10/14/2015

Re: $3,880,000.00 General Obligation Capital Improvement Plan Bonds, Series 2015A

Due Date:	12/1/2015	Paying Agent Fee:	$450.00

RECEIVED
OCT 19 2015

Payment Instructions

Terms: Upon Receipt

Make check payable to:

Bond Trust Services Corporation
Ref: 27322-PA

Send to:

Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable
(651) 209-1010

93563
450.00

BOND TRUST SERVICES
CORPORATION

3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113
(651) 209-1010

Paying Agent Fee Invoice

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Invoice #: 27321
Invoice Date: 10/14/2015

Re: $1,205,000.00 General Obligation Street Reconstruction Bonds, Series 2015B

Due Date:	12/1/2015	Paying Agent Fee:	$450.00

Payment Instructions

Terms: Upon Receipt

Make check payable to:

Bond Trust Services Corporation
Ref: 27321-PA

Send to:

Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable
(651) 209-1010

RECEIVED
OCT 19 2015

9350.6310
450

BOND TRUST SERVICES CORPORATION

3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113
(651) 209-1010

Debt Service Statement

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 27224
Statement Date: October 14, 2015

RE: $1,205,000.00 General Obligation Street Reconstruction Bonds, Series 2015B

Due	CUSIP	Principal	Interest	Total Due
12-01-2015	751813	$0.00	$11,206.25	**$11,206.25**

RECEIVED
OCT 19 2015

Payment Instructions

WIRES due by November 30, 2015
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 327787

CHECKS due by November 23, 2015
Make check payable to:
Bond Trust Services Corporation
Ref: 327787
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Remaining Debt Service Schedule

Date Due	CUSIP	Principal	Interest	Total P&I
06-01-2016		$0.00	$12,375.00	$12,375.00
12-01-2016	751813SX5	$110,000.00	$12,375.00	$122,375.00
06-01-2017		$0.00	$11,275.00	$11,275.00
12-01-2017	751813SY3	$115,000.00	$11,275.00	$126,275.00
06-01-2018		$0.00	$10,125.00	$10,125.00
12-01-2018	751813SZ0	$115,000.00	$10,125.00	$125,125.00
06-01-2019		$0.00	$8,975.00	$8,975.00
12-01-2019	751813TA4	$115,000.00	$8,975.00	$123,975.00
06-01-2020		$0.00	$7,825.00	$7,825.00
12-01-2020	751813TB2	$120,000.00	$7,825.00	$127,825.00
06-01-2021		$0.00	$6,625.00	$6,625.00
12-01-2021	751813TC0	$120,000.00	$6,625.00	$126,625.00
06-01-2022		$0.00	$5,425.00	$5,425.00
12-01-2022	751813TD8	$125,000.00	$5,425.00	$130,425.00
06-01-2023		$0.00	$4,175.00	$4,175.00
12-01-2023	751813TE6	$125,000.00	$4,175.00	$129,175.00
06-01-2024		$0.00	$2,925.00	$2,925.00
12-01-2024	751813TF3	$130,000.00	$2,925.00	$132,925.00
06-01-2025		$0.00	$1,462.50	$1,462.50
12-01-2025	751813TG1	$130,000.00	$1,462.50	$131,462.50

9350.0611 11,206.25

Thank you for your business!

BOND TRUST SERVICES CORPORATION

3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113
(651) 209-1010

Debt Service Statement

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 27225
Statement Date: October 14, 2015

RE: $3,880,000.00 General Obligation Capital Improvement Plan Bonds, Series 2015A

Due	CUSIP	Principal	Interest	Total Due
12-01-2015	751813	$0.00	$47,094.55	**$47,094.55**

(shown on Page 2)

RECEIVED
OCT 19 2015

47,094.55

9351, 6611

Payment Instructions

WIRES due by November 30, 2015
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 327741

CHECKS due by November 23, 2015
Make check payable to:
Bond Trust Services Corporation
Ref: 327741
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Thank you for your business!

BOND TRUST SERVICES CORPORATION

3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113
(651) 209-1010

Debt Service Statement

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 27223
Statement Date: October 14, 2015

RE: $875,000.00 General Obligation Equipment Certificates, Series 2014A

Due	CUSIP	Principal	Interest	Total Due
12-15-2015	751813RT5	$80,000.00	$6,997.50	**$86,997.50**

RECEIVED
OCT 19 2015

Payment Instructions

WIRES due by December 14, 2015
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 327537

CHECKS due by December 8, 2015
Make check payable to:
Bond Trust Services Corporation
Ref: 327537
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Remaining Debt Service Schedule

Date Due	CUSIP	Principal	Interest	Total P&I
06-15-2016		$0.00	$6,757.50	$6,757.50
12-15-2016	751813RT5	$85,000.00	$6,757.50	$91,757.50
06-15-2017		$0.00	$6,502.50	$6,502.50
12-15-2017	751813RV0	$85,000.00	$6,502.50	$91,502.50
06-15-2018		$0.00	$6,013.75	$6,013.75
12-15-2018	751813RV0	$85,000.00	$6,013.75	$91,013.75
06-15-2019		$0.00	$5,525.00	$5,525.00
12-15-2019	751813RX6	$85,000.00	$5,525.00	$90,525.00
06-15-2020		$0.00	$4,823.75	$4,823.75
12-15-2020	751813RX6	$85,000.00	$4,823.75	$89,823.75
06-15-2021		$0.00	$4,122.50	$4,122.50
12-15-2021	751813RZ1	$90,000.00	$4,122.50	$94,122.50
06-15-2022		$0.00	$3,177.50	$3,177.50
12-15-2022	751813RZ1	$90,000.00	$3,177.50	$93,177.50
06-15-2023		$0.00	$2,232.50	$2,232.50
12-15-2023	751813SB3	$95,000.00	$2,232.50	$97,232.50
06-15-2024		$0.00	$1,116.25	$1,116.25
12-15-2024	751813SB3	$95,000.00	$1,116.25	$96,116.25

9349.6602
9349.6611

80,000
6997.50
86,997.50

Thank you for your business!

NORTHLAND TRUST SERVICES

RECEIVED
OCT 2 0 2015

45 South 7th Street Ste 2000
Minneapolis, MN 55402
Phone: 612-851-4931
Fax: 612-851-4933

INVOICE

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

495
10/14/2015
RAMS11B

9340.6310
9340.6602
9340.6617

255,000
33918.75
288,913.75

RE: CITY OF RAMSEY, MINNESOTA
$3,090,000 GENERAL OBLIGATION
IMPROVEMENT CROSSOVER REFUNDING
BOND, SERIES 2011B

Debt Service: 12/15/2015

Principal:	255,000.00
Interest:	33,918.75
Total Principal & Interest:	288,918.75
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	495.00
Total Amount Due:	**289,413.75**

CHECK PAYMENTS due: 12-8-15

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 12-10-15

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

Thank you for your business!

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

Lori Giampaolo
PH:612-851-4932
lgiampaolo@northlandtrust.com

Scott Miles
PH: 612-851-5914
smiles@northlandtrust.com

NORTHLAND TRUST SERVICES

45 South 7th Street Ste 2000
Minneapolis, MN 55402
Phone: 612-851-4931
Fax: 612-851-4933

RECEIVED
OCT 20 2015

INVOICE

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

10/14/2015
RAMS12A

RE: CITY OF RAMSEY, MINNESOTA
$16,875,000 GENERAL OBLIGATION CAPITAL
IMPROVEMENT PLAN BONDS, SERIES 2012A

9339,6602
9339.6611

540,000
254,106.26
794,106.24

Debt Service: 12/15/2015

Principal:	540,000.00
Interest:	254,106.26
Total Principal & Interest:	794,106.26
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	0.00

Total Amount Due: 794,106.26

CHECK PAYMENTS due: 12-8-15

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 12-10-15

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

Thank you for your business!

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

Lori Giampaolo
PH:612-851-4932
lgiampaolo@northlandtrust.com

Scott Miles
PH: 612-851-5914
smiles@northlandtrust.com

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

RESOLUTION #15-12-293

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF NOVEMBER 19, 2015 THROUGH DECEMBER 2, 2015.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of November 19, 2015, through December 2, 2015, in the amount of $ 1,618,635.80 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 19, 2015, through December 2, 2015, in the amount of $1,618,635.80.

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

Mayor Strommen
Councilmember LeTourneau
Councilmember Johns
Councilmember Kuzma
Councilmember Riley
Councilmember Williams

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Councilmember Shryock

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2015.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 7.**

Meeting Date: 12/08/2015

By: Diana Lund, Finance

Information

Title

Adopt Resolution #15-12-292 Decertifying Tax Increment Financing District #7

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 #7 (also known as B&B Carpeting) was a redevelopment district created in 2000. The term of TIF District #7 officially expires on December 31, 2015. 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.

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 #7.

Action:

Adopt Resolution #15-12-292 Decertifying Tax Increment Financing District #7 and Returning Excess Tax Increments to Other Jurisdictions (if applicable)

Attachments

Resolution #15-12-292 Decertifying TIF #7

TIF Map

Cashflows TIF 7

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2015 10:45 AM
Form Started By: Diana Lund		Started On: 11/24/2015 05:13 PM
Final Approval Date: 12/03/2015		

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 8th day of December, 2015, 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 #15-12-292

DECERTIFYING TAX INCREMENT
FINANCING DISTRICT NO. 7 AND RETURNING
EXCESS TAX INCREMENTS TO OTHER TAXING JURISDICTIONS

WHEREAS, the city of Ramsey (the "City") has heretofore created Tax Increment Financing District No. 7 (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. 7 effective as of December 31, 2015.

2. Any tax increments collected from Tax Increment Financing District No. 7 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. 7, 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:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the City Council of the City of Ramsey, Minnesota on December 8, 2015.

_____

Mayor

ATTEST:

_____

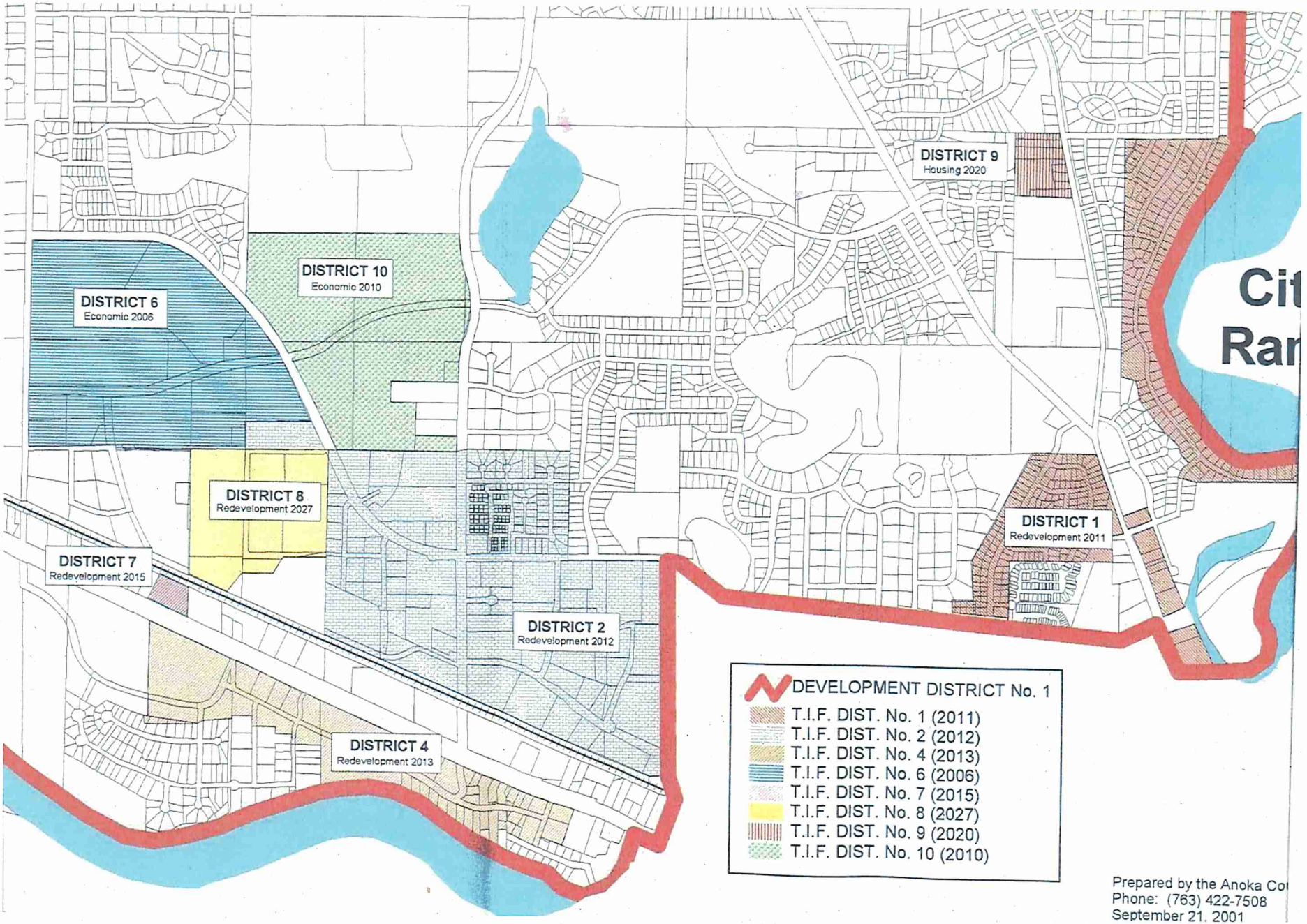
City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF)

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. 4.

Dated: December 9, 2014

_____
City Clerk


DISTRICT 9
Housing 2020
DISTRICT 10
Economic 2010
DISTRICT 6
Economic 2006
DISTRICT 8
Redevelopment 2027
DISTRICT 7
Redevelopment 2015
DISTRICT 2
Redevelopment 2012
DISTRICT 1
Redevelopment 2011
DISTRICT 4
Redevelopment 2013
DEVELOPMENT DISTRICT No. 1
T.I.F. DIST. No. 1 (2011)
T.I.F. DIST. No. 2 (2012)
T.I.F. DIST. No. 4 (2013)
T.I.F. DIST. No. 6 (2006)
T.I.F. DIST. No. 7 (2015)
T.I.F. DIST. No. 8 (2027)
T.I.F. DIST. No. 9 (2020)
T.I.F. DIST. No. 10 (2010)
Prepared by the Anoka Co
Phone: (763) 422-7508
September 21, 2001

TIF Projections District #7
B&B Carpeting

Projected Revenue FOR TIF VII	**Actual 2009**	**Actual 2010**	**Actual 2011**	**Actual 2012**	**Actual 2013**	**Actual 2014**	**Decertifies Projected 2015**
District VII (2015)							
Balance	(6,104)	2,022	7,935	13,219	14,814	13,535	15,504
Revenues							
B&B Carpeting	31,733	29,266	30,132	29,484	22,423	26,008	12,948
Interest Earnings	(75.23)	204.54	212.53	243.65	(254.30)	612.39	194.23
Total Revenue	31,657	29,471	30,344	29,728	22,169	26,621	13,143
Less:							
B&B Revenue Note-Prn (site impr)	(23,000)	(23,000)	(23,000)	(26,500)	(22,000)	(23,000)	(11,500)
Administrative Expenses	(531)	(558)	(2,060)	(1,633)	(1,448)	(1,652)	(1,408)
S&W Extension							
Total Expense	(23,531)	(23,558)	(25,060)	(28,133)	(23,448)	(24,652)	(12,908)
Remaining TIF Balance	2,022	7,935	13,219	14,814	13,535	15,504	15,739
(Total Revenue less Total Project Costs							

CC Regular Session **4. 8.**

Meeting Date: 12/08/2015

By: Jo Thieling, Administrative Services

Information

Title

Adopt Resolution #15-12-300 Appointing Election Judges for the Special Primary Election on January 12, 2016

Purpose/Background:

For each Election. Council is asked to formally appoint Election Judges to work the election. A resolution is attached appointing Election Judges to serve for the Special Primary Election to fill the vacancy in Senate District 35.

Funding Source:

Monies are budgeted for Election expenses which includes Election Judge pay.

Action:

Motion to adopt Resolution #15-12-300 Appointing Election Judges for the Special Primary Election on January 12, 2016.

Attachments

Res Appointing Election Judges

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/19/2015 10:47 AM
Form Started By: Jo Thieling		Started On: 11/13/2015 09:25 AM
Final Approval Date: 11/19/2015		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #15-12-300

RESOLUTION APPOINTING ELECTION JUDGES FOR THE SPECIAL PRIMARY ELECTION ON JANUARY 12, 2016

WHEREAS, the City of Ramsey will be conducting a Special Primary Election on January 12, 2016, to fill the vacancy in Senate District 35, created by the resignation of Senator Branden Petersen; and

WHEREAS, pursuant to Minnesota Statutes Section 204B.21, election judges for precincts in a municipality must be appointed by the governing body of that municipality; and

WHEREAS, the hourly rate of pay will be $9.00 for election judge trainees, $10.00 for regular election judges and $11.00 for chairs.

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

1) That the following individuals be appointed to serve as election judges for the Special Primary Election to be held on January 12, 2016:

   Gerri Wicht, Jan Cameron, Colleen Graber, Lonnie Suckow, Bernard Wiklund, Deb Koepsell, Nancy Giddings, Bridget Arnold, Tim Graber, Bill Kociscak, Jean Lewandowski, Patricia Dusbabek, Donella Petro, Del Howe, Bruce Johnson, David May, Nancy Nelson, Sharon Mendenhall, Karen Henke, Kate Woodfill, Trish Bates, Richard (Scott) Cords, Peggy Howe, Lana Howell, LaVonne Suckow, Karin Anderson, Jerilyn Bates, Michele Elifrits, Al Resler, Kathy Woods, J. Todd Embury, Kevin Efram, Derek Scheuermann, James Lahr, Marlene Kroll, Barbara Tokar, Paula Chicoine, Charlotte Culbertson, Marie (Lena) Johnson, Michele Larkin, Sylvia Frolik, Tom Hoxter, Sandy Conlon, Brandee Miller, Darlene Croteau, Pat Maxey and Carol Rudy..

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 the8th day of December, 2015.

Mayor

ATTEST:

City Clerk

CC Regular Session **4. 9.**

Meeting Date: 12/08/2015

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Report from Public Works Committee.
1. Public Works Campus Space Needs Analysis: Assistant to the City Administrator Brama noted a motion is not needed. This information will be brought to the Council for its consideration.

Purpose/Background:

The Public Works Committee held its regular meeting on November 17, 2015 and discussed the following case:
1. Public Works Campus Space Needs Analysis: Assistant to the City Administrator Brama noted a motion is not needed. This information will be brought to the Council for its consideration.

Action:

No motion needed.

Attachments

Agenda

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/02/2015 10:35 AM
Kurt Ulrich	Kurt Ulrich	12/03/2015 10:42 AM
Form Started By: MaryJo Warner		Started On: 11/23/2015 12:50 PM
Final Approval Date: 12/03/2015		

City of Ramsey
Agenda
Public Works Committee
Tuesday November 17, 2015
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 Meeting Minutes.

5. Committee Business

1. Public Works Campus Space Needs Analysis

6. Committee/Staff Input

7. Adjournment

Public Works Committee **4. 1.**

Meeting Date: 11/17/2015

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Title:

Approve Meeting Minutes.

Purpose/Background:

To review and approve the meeting minutes of October 20, 2015.

Timeframe:

n/a

Observations/Alternatives:

n/a

Funding Source:

n/a

Recommendation:

Action:

Motion to approve meeting minutes dated October 20, 2015.

Attachments

Minutes

Form Review

Inbox	Reviewed By	Date
Grant Riemer	MaryJo Warner	11/12/2015 10:45 AM
Kurt Ulrich	Kurt Ulrich	11/13/2015 09:59 AM
Form Started By: MaryJo Warner		Started On: 11/12/2015 10:36 AM
Final Approval Date: 11/13/2015		

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, October 20, 2015, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Councilmember Jill Johns
Councilmember Melody Shryock

Also Present: Public Works Superintendent Grant Riemer
Community Development Director Timothy Gladhill
Economic Development Manager/Assistant City Administrator Patrick Brama
City Engineer Bruce Westby

1. CALL TO ORDER

Chairperson Riley called the regular meeting of the Public Works Committee to order at 6:05 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Johns, seconded by Councilmember Shryock, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Shryock. Voting No: None.

4. APPROVE MINUTES

4.01: Approve September 15, 2015, Meeting Minutes

Motion by Councilmember Shryock, seconded by Councilmember Johns, to approve the following minutes:

Regular Meeting Minutes dated September 15, 2015

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Shryock. Voting No: None.

5. COMMITTEE BUSINESS

5.01: Consider Initial Direction on Development of Policy for Private Improvements within Public Rights of Way

Community Development Director Gladhill reviewed the staff report and explained many rights of way are being cared for in creative ways. He said a homeowners association is great for this, but not always available. Having a policy in place and a clear maintenance agreement will help in getting a HOA or property management company to execute it. Design standards must be drawn up as well. Staff is looking for ideas and thoughts to help develop a more formal policy and standards. He reviewed the Draft Policy Statement for Landscaped Medians. He noted the City Attorney will review these documents as well. He said any HOA contracts for new developments will be reviewed prior to development.

Councilmember Johns commented she prefers brick for landscaped areas, much like what Anoka has done. She noted mulch tends to get weedy.

Community Development Director Gladhill explained a brick median would be more of an enhanced design. It could cause problems with irrigation systems. The cost of brick is much higher as well.

Councilmember Johns inquired if irrigation is required, unless it is native plants.

Community Development Director Gladhill responded it is required. This is considered improvement to property the city owns. The city wants to ensure the plantings survive.

Public Works Superintendent Riemer noted they have to be cautious of the brick because of the salt. The brick will look good at first, but if not sealed properly, it will worsen quickly. He stated he prefers using shredded mulch since it handles the elements better.

Councilmember Johns commented she thought irrigation may not be needed if native plants were used, and there was no HOA.

Community Development Director Gladhill said there have been past due balances on water bills when an HOA dissolves and fails to exist. He suggested the goal should be if there is going to be landscape, then there should be a landscaper.

Councilmember Shryock commented it would seem like the soil concept would be good to check into. The maintenance and cost seem easier to handle. She questioned why the City has not gone back to the groups that have come in with an HOA, and then fall off and don't maintain the medians.

Community Development Director Gladhill answered there is no way to go back to those groups, since they do not exist. There are issues in collecting and overdue balances are left.

Councilmember Shryock asked if the City could go back to the HOA if they did not hold up their part of the agreement once a new policy is in place.

Community Development Director Gladhill replied this type of situation would be handled by Legal. The city has had the verbal policy that as long as a landscaped median doesn't become a nuisance, it will be left as is. If it continues to not be cared for and becomes an issue, it may be converted to concrete.

Chairperson Riley asked if the situation at Brookfield has been addressed properly, since they have now added on.

Community Development Director Gladhill explained many of those lots are due to foreclosure. He said despite the efforts of several residents, they could not reach the threshold needed to maintain an HOA. There is no active HOA for this development. He noted the maintenance that is happening is from homeowners. There is no irrigation system there to work around.

Councilmember Johns asked how many situations of this type exist.

Community Development Director Gladhill replied there are a few. He pointed out one at Alpine and Ute, and noted there are a few others.

Councilmember Shryock stated there is one at Sunwood Village. She noted it came before the Parks Commission at one point.

Community Development Director Gladhill stated there is an active HOA at Sunfish Lake. There is a sufficient amount of homeowners paying dues, which keeps the HOA active.

Chairperson Riley expressed concern whether the turf that is proposed would be creating the need for ongoing maintenance. He stated he preferred to keep medians maintenance-free when possible and avoid creating areas that would need ongoing maintenance. He stated he would support Staff in the decisions they make in this policy development.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to recommend that the City Council adopt a formal policy to address private improvements in public rights of way, to be developed and approved at a subsequent meeting.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Shryock. Voting No: None.

5.02: Consider Request for Amendment to Private Improvement in 161st Avenue Within Sweetbay Ridge

Community Development Director Gladhill reviewed the staff report.

Councilmember Shryock questioned why the City builds landscaped center medians if it cannot maintain them.

Community Development Director Gladhill answered the medians mostly are at the request of the developer and sometimes by request of the neighborhood. The purpose is to improve the quality of the neighborhood. The City does not have the manpower to maintain them. If the City takes on a few to maintain, then the City will receive requests to maintain more. As noted in the previous agenda item, a policy is needed to determine responsibilities of maintenance.

Councilmember Shryock suggested while designing these medians keep in mind the daylilies will spread. The medians could become a self-maintained area once the daylilies mature. Adding rock or other landscape material may inhibit weed growth. She pointed out having low maintenance plantings in the middle of the median should be considered.

Chairperson Riley clarified the question related to this item is whether river rock should be used or another substance that will be discussed and approved with Public Works.

Community Development Director Gladhill confirmed this is the question before the Committee.

Councilmember Johns asked if the City owns this median, and sought confirmation that the homeowner wanted to work with a landscaper working pro bono.

Public Works Superintendent Riemer responded the City does own the median and confirmed the use of a pro bono landscaper. He acknowledged the City will still own the median.

Councilmember Shryock reasoned if there is a sidewalk, part of the maintenance responsibility lies with the homeowners. Why not use this policy with medians.

Community Development Director Gladhill replied part of the reason is assessments. Being the medians are in the middle, they become more of a public entity.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to recommend that the City Council direct Sweetbay Ridge to propose an alternative base material acceptable to the Public Works Superintendent and subsequently allow said private improvement within the right of way for 161st Avenue.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Shryock. Voting No: None.

5.03: Consider Vacating Permanent Road Easement over a portion of 14911 Ramsey Blvd and the Parcel to the North with a Property Identification Number (PIN) of 22-32-25-33-0017

Community Development Director Gladhill reviewed the staff report and noted the adjacent property owner is willing to assume responsibility for this easement. He commented the sign for Ramsey Market lies in the right of way. Election signs are frequently put in this easement. He said some residents are aware this is a public right of way and call to express their concerns. There are a lot of unnecessary disagreements with this parcel. If this request is approved, it will

simply become a driveway for Ramsey Market. This will require an access agreement for the portion to the north.

Chairperson Riley questioned if the City would need to pay for the easement if it wanted to own it.

Community Development Director Gladhill replied there would be an acquisition cost.

Councilmember Johns clarified the easement impacts two properties, so it will become a part of each property.

Community Development Director Gladhill answered it will. The entire piece is under public domain.

Chairperson Riley inquired if this parcel is typically purchased for a price, and the City simply vacates it, if it would be considered unjustly enriching a landowner.

Community Development Director Gladhill replied the landowner has not requested this action. The City initiated this request, and prefers to vacate the land. This is not typical and does not set a precedent. The City spends a lot of time with concerns on this parcel, and a lot of time in maintaining it and sending staff out for various reasons.

Motion by Councilmember Johns, seconded by Councilmember Shryock, to recommend that the City Council adopt Ordinance #15-16 vacating the fifty (50) foot Permanent Road Easement on 14911 Ramsey Blvd and on the parcel with a Property Identification Number (PIN) of 22-32-25-33-0017.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Shryock. Voting No: None.

5.04: Approve Installation of Priority Street Light

Public Works Superintendent Riemer reviewed the staff report.

Councilmember Johns asked if the residents are requesting this light, or if this is being done for safety.

Public Works Superintendent Riemer responded this is a City request in an effort to keep up with requirements. This is the most logical place to put a new light.

Community Development Director Gladhill added this intersection needs to be illuminated better, so that is another reason for the light.

Councilmember Johns questioned where the next light is.

Public Works Superintendent Riemer replied the next one to the south is at County Road 63/Green Valley Road, and to the north it is at County Road 64.

Chairperson Riley clarified the light will be mounted on an existing pole.

Public Works Superintendent Riemer confirmed. He stated that arrangement is in several areas of the city. If the pole wasn't used, the cost could be up to $4,500.00

Motion by Councilmember Johns, seconded by Councilmember Shryock, to approve installation of priority street light at the intersection of 180th Ave and County Road 5.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Shryock. Voting No: None.

5.05: Receive Update on Public Works Campus Space Needs Analysis

Economic Development Manager/Assistant City Administrator Brama reviewed the staff report. He explained there are five steps in the process, and this is the first step. Staff has drawn up preliminary site plans and concepts with costs. He noted this item will come back to this Committee in November. He said the City is considering four options. He referred to the Space Needs Analysis document in the meeting packet. The document includes a summary along with costs on each option. The layout options were created in consideration of the flow of operations and ease of use. He said staff does not recommend options C or D.

Public Works Superintendent Riemer explained option D is basically the size of the current campus. It is starting to get cramped. There is no room for further expansion at the current site, nor is there at the proposed site. While this is the most economical option, it is the smallest.

Economic Development Manager/Assistant City Administrator Brama stated the layout of Option C is very challenging. Marketability is challenging as well. He said this area should be zoned E-1.

Councilmember Shryock asked what the size of an average industrial lot is.

Economic Development Manager/Assistant City Administrator Brama replied it can be anywhere between 3 and 13 acres. He pointed out having an area more north is helpful because it is farther from the train tracks. He explained Options A and B work well in terms of operations for the Public Works team. Option A was identified as the preferred option, after weighing all the pros and cons. This site is predicated on the City not needing access to McKinley Street. A discussion regarding the possibility of bisecting this street will take place in the near future.

Chairperson Riley pointed out McKinley Street is along the tracks in the southeast corner. He asked if McKinley Street would be parallel to the railroad tracks the entire way.

Economic Development Manager/Assistant City Administrator Brama replied it would be going up Jasper. He stated it would be better for the long term to steer away from bisecting the street.

Community Development Director Gladhill commented a lot of this planning is dependent on the relationship with the City of Anoka. He said it is best to develop the site without any dependency with the City of Anoka just to be sure a situation doesn't arise in the future that could be undesirable. Another large consideration is the use of commercial asphalt. The City would need to acquire a right of way for this. He said there are a number of other factors as well.

Economic Development Manager/Assistant City Administrator Brama stated this is an entire City-scope decision. The decisions made are based on facts that can be referred back to in the future if needed. The design is based on the ability to be built out. He noted there would be two outbuildings. One would be used for cold storage and one would be the Police Department impound garage. He explained the dotted lines on the maps in the meeting packet show potential build out areas in the future. Currently, that is not expected to be needed.

Councilmember Shryock inquired whether all Public Works staff will be moved to the new location.

Public Works Superintendent Riemer responded not all the staff will be moved. Engineering will stay where it is. At some point, a receptionist position may be added, but that is the only new position he would anticipate.

Chairperson Riley asked about the storm ponds that separate the buildings in Option A.

Public Works Superintendent Riemer stated that would be the green area. He said he didn't think the pond areas have been calculated yet.

Councilmember Johns asked what a covered drying bed is.

Public Works Superintendent Riemer explained it refers to caring for the material collected from jetting sanitary sewers.

Councilmember Johns questioned the acreage of the existing buildings by Highway 10.

Public Works Superintendent Riemer replied he believes it is 100 ft by 110 ft.

Economic Development Manager/Assistant City Administrator Brama stated the difference between Options A and B is that Option B is it is just under 12 acres. Some area for operations will be lost. There would still be access from the north. He noted there are 21 acres of developable land.

Public Works Superintendent Riemer stated the preferred option is Option A because the City could retain the existing buildings for future use and the PW campus would be contained on one continuous site. If McKinley Street is going to go through, it will split the site on Option B and that is not desirable. Employees will have to cross that road continually, and that is not efficient.

Councilmember Johns brought up the issue of demolition of buildings the City owns. She asked if there will be a cost.

Economic Development Manager/Assistant City Administrator Brama replied there will be a cost, and he estimated the budget should include $100,000 for this.

Community Development Director Gladhill advised the buildings would not necessarily have to be demolished. They can be, but if the cost is prohibitive, they wouldn't need to be.

Councilmember Shryock commented she likes the layout of Option A. It appears to be a good work flow. She said she didn't think she would be in favor of a McKinley Street extension. She related it to the situation on Sunfish Lake Road and the railroad which causes a lot of issues.

Community Development Director Gladhill agreed this situation does need more conversation and consideration.

Councilmember Johns stated Option A is more appealing to her.

Chairperson Riley commented it shows Staff has put a lot of thought into all of this. He questioned the process timeline as it seems we are a year ahead of this timeline.

Economic Development Manager/Assistant City Administrator Brama explained he and the staff put this together quite a while ago. The timeline is off. He said the architect group managing this, BKV Group, said the soonest they could get this done even if the City was in a position to have them start now, is 2017.

Chairperson Riley questioned if developable land could be sold in the future to help pay for the future public works campus.

Economic Development Manager/Assistant City Administrator Brama replied this would need more research. There are different funding sources. This could become complicated very quickly, so there will be more discussion. He advised the BKV Group will make a more detailed presentation in November.

6. COMMITTEE / STAFF INPUT

City Engineer Westby noted the Committee had asked for an update on the flashing arrow on lights. He said the City's systems are owned by Anoka County and the state. However there is one light that is owned solely by the state, which is at Sunwood and County Road 83. While it is on a County road, the County has said it is 100% City maintenance. Many times the County pays a portion of the costs, but they do not with this one. He noted converting all the other lights to flashing arrows would normally cost $50,000 to $75,000. The cost is $25,000 per cabinet. The lights would need to be reprogrammed. It is expensive to convert an old system. MnDOT currently does not have any plans to convert any of these lights. There are four lights in the City that are being considered for conversion from other systems. SEH has been hired to conduct a

feasibility report on converting these four lights. He stated they will announce their plans in about four months.

Councilmember Shryock stated she receives a lot of questions on the light at Alpine and Sunfish Lake Boulevard. Since the volume is not as high at this light, she suggested, it may be a good place to start this conversion process.

City Engineer Westby responded this light is not in the list to consider converting. He offered to ask about this light.

City Engineer Westby noted the Gibbons Street drainage issue involving the Miskes is on the consent agenda for the next Council meeting to move forward with the feasibility report.

City Engineer Westby stated Rivlyn Avenue is being restored by a contractor. There will be a trail, a road and a few less trees. This will be completed in a couple of weeks.

Chairperson Riley inquired about an update on the crossing at CSAH 5 and Highway 47.

City Engineer Westby replied the Council approved the Master Partnership Contract. He explained the crosswalk will not be constructed this fall. Staff was not able to coordinate all the factors quick enough to complete the construction this fall. It will be started in the spring.

Chairperson Riley asked for an update on Armstrong Boulevard.

City Engineer Westby noted the plan was to open it up for traffic on November 20, according to a letter from the County. Beams will be installed over night. The plan is to get 5 beams in per night rather than the typical 3. The crews will be working extra hours to get this done.

7. ADJOURNMENT

Motion by Councilmember Johns, seconded by Councilmember Shryock, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 7:51 p.m.

Respectfully submitted,

_____

Grant Riemer
Public Works Superintendent

Drafted by Chris Moksnes
TimeSaver Off Site Secretarial, Inc.

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

Public Works Committee **5. 1.**

Meeting Date: 11/17/2015

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Title:

Public Works Campus Space Needs Analysis

Purpose/Background:

PURPOSE

BKV Group will be at this meeting to provide a detailed presentation of the Public Works Campus Space Needs Analysis. The Public Works Committee is being asked to forward this analysis to the City Council for review and adoption.

NOTE: this case was reviewed by the Public Works Committee in October--at which time, Staff provided a brief overview and introduction to this analysis.

BACKGROUND

On June 09, 2015, the City Council authorized Staff to complete a space needs analysis for a potential future public works campus. Detailed background information on this case (public works campus, space needs analysis, process, funding, etc.) can be found by referencing the attached case.

Notification:

NA

Observations/Alternatives:

Attached to this case is the draft Space Needs Analysis. After this Public Works Committee meeting, and the November 12 Planning Commission meeting, this document will be updated for Council review.

Funding Source:

NA

Recommendation:

NA

Action:

PURPOSE

Provide feedback, ask questions, and forward this document onto the City Council.

Attachments

Space Needs Analysis 11 12 2015

06 09 2015 Council Case
Process Outline

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/13/2015 09:59 AM
Form Started By: Patrick Brama		Started On: 11/12/2015 11:17 AM
Final Approval Date: 11/13/2015		

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Contact:
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Partner-in-Charge
Direct: 612.373.9104
Mobile: 612.790.7605
bschwartzman@bkvgroup.com

City of RAMSEY

PUBLIC WORKS STUDY
CITY OF RAMSEY, MN
Draft Report

November 12, 2015



Table of Contents

I. EXECUTIVE SUMMARY . . . . . #

II. FACILITY ASSESSMENT . . . . . #

III. OBSERVATIONAL AND FUNCTIONAL . . . . . #

IV. SPACE PROGRAMMING . . . . . #

V. FACILITY COMPARISONS . . . . . #

VI. MASTER PLANNING CONCEPT OPTIONS . . . . . #

VII. PROJECT COST ESTIMATES . . . . . #

VIII. PROPOSED PROJECT SCHEDULE . . . . . #

IX. APPENDIX

A. SPACE STANDARDS

B. ACKNOWLEDGMENTS

C. EXISTING CITY PROVIDED FACILITY DRAWINGS (ELECTRONIC FORMAT ONLY)

NOT INCLUDED

NOT INCLUDED

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II. Facility Assessment

A. INTRODUCTION

The purpose of this section of the study is to assess the condition of the existing Ramsey Public Works facilities. This information provides the necessary data to assist the City Leadership to make informed decisions regarding how to best address the existing city infrastructures for long range planning. With this information the report identifies possible repairs, upgrades and/or replacement of these facilities based on conditions as well as operational requirements.

The process starts with the BKV Group team becoming familiar with previous data, studies, documents and drawings for the buildings to be studied. The next step is an on-site meeting and tour of each facility with BKV Group's team of architects and engineers to tour the buildings and site. Following these visits, BKV Group documents the conditions.

The Facility Assessments were conducted on July 30, 2015.

The individuals present for the tour were:

- Grant Riemer
  Public Works Superintendent
- Bruce Schwartzman, AIA
  Partner & Managing Architect with BKV Group
- Ron Hilton
  Senior Vice President with Maintenance Facility Consultants, a division of Whitman, Requardt & Associates, LLP
- Craig Carter, AIA
  Senior Project Architect with BKV Group

The assessments included on-site observations of the existing facilities and review with key staff regarding the functional operation of the buildings. This portion of the process identified assets and deficiencies. The physical conditions of the buildings were assessed, as well as the way in which the building's design affects staff operations. A physical condition review of the buildings is performed to determine maintenance issues, safety and code concerns, and review how conditions affect building system operations and energy costs.

The assessments are intended to provide an indication of capital maintenance requirements, potential code and regulatory required upgrades, and other building conditions which should be considered as part of the facility's general upkeep as well as part of any building project. The study does not address potential environmental issues such as asbestos or deconstructive testing for unseen conditions. The facility assessments are not intended to be exhaustive, but rather to assess and highlight the major building deficiencies in four major categories:

1. Functional accommodations
2. Safety / security of staff and visitors
3. Code related deficiencies
4. Capital maintenance / building envelope

B. FACILITY ASSESSMENT REPORT

A brief summary of the existing conditions and deficiencies identified within each facility follows.

B.1. Utility and Sign Shop

B.2. Vehicle Storage

B.3. Fleet Maintenance and Shops

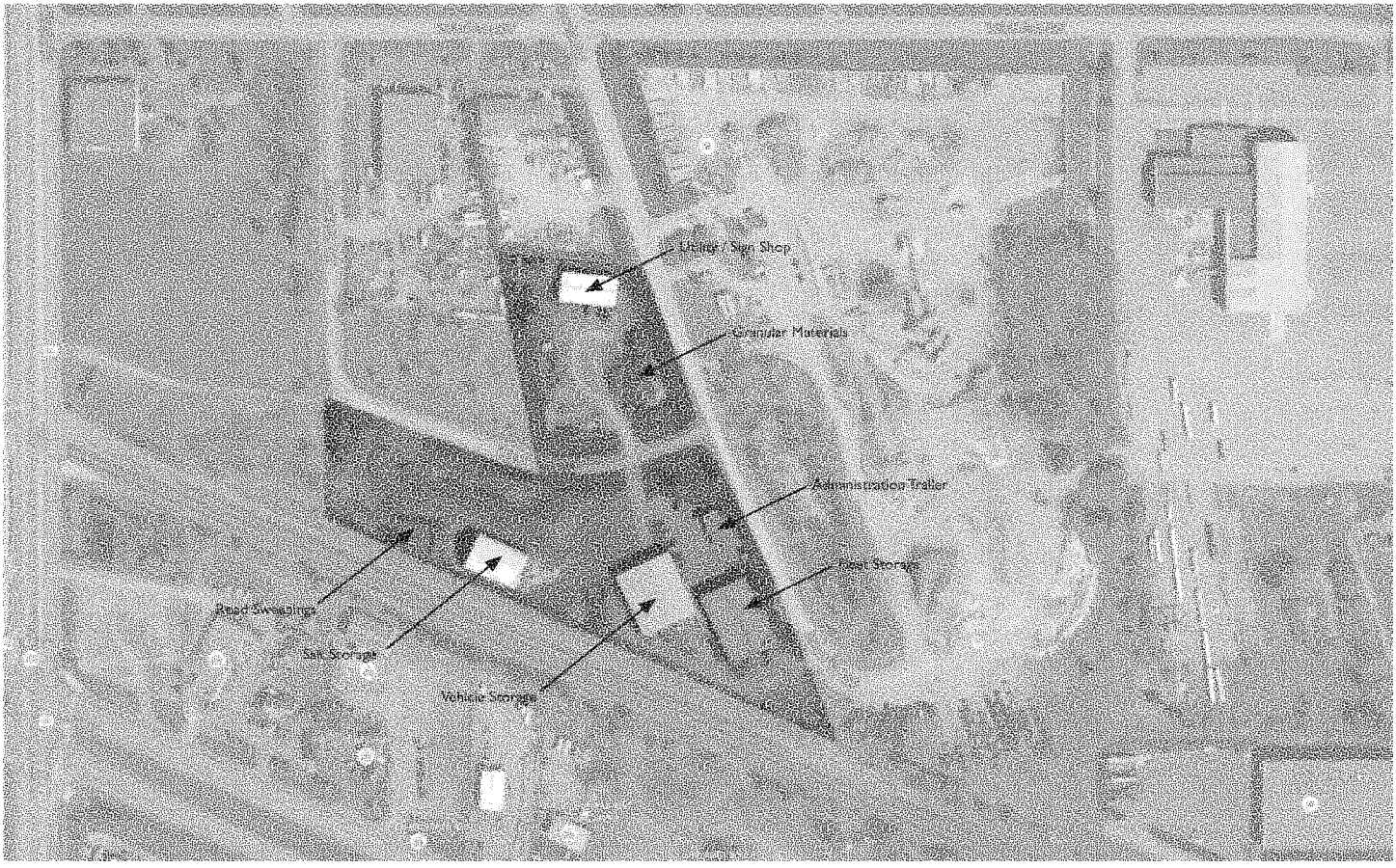
B.4. Salt Storage Building

B.5. Administration Trailer

B.6. Site

B.7. Fuel Island

B.8. Police Impound



Existing Site Conditions

B.1. UTILITY AND SIGN SHOP

The utility and sign shop building was built in the early to mid 1970's and is approximately 5,000 sf. It consists of a pre-engineered metal building with metal wall panels and roof. The exterior wall has approximately a 8 ft high concrete masonry unit base course.

The following photographs and captions summarize our findings:

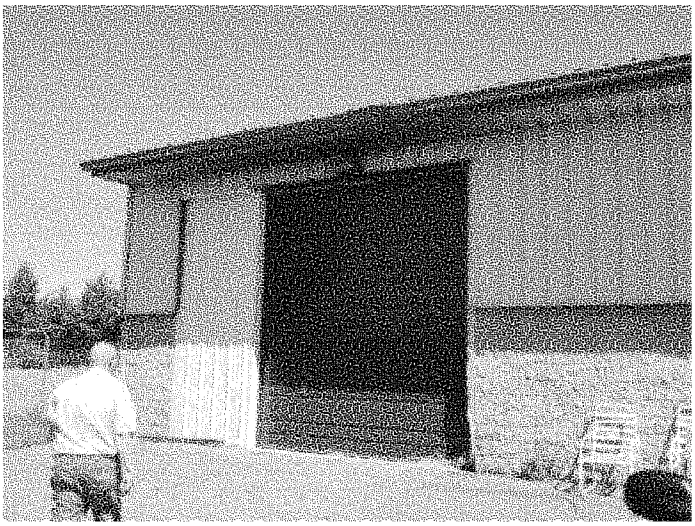


Figure B.1.2: No code-required exit door



Figure B.1.3: Overhead door opening infilled with metal panel and wood studs



Figure B.1.1: Overall view of Utility and Sign Shop Building



Figure B.1.4: Overhead door jamb damaged and rusting

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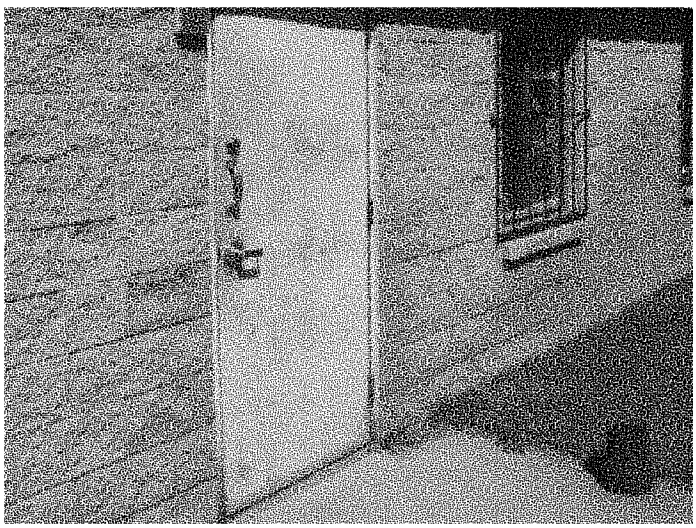
Figure B.1.5: Damaged / torn insulation and vapor barrier


Figure B.1.6: Damaged metal gutter at overhead door


Figure B.1.7: Depressed asphalt at door threshold causing ponding and drainage issues


Figure B.1.8: Soil erosion at perimeter of building suggests evidence of gutters overflowing


Figure B.1.9: Hollow metal door and frame rusting and signs of moisture damage at masonry wall along grade


Figure B.1.10: Hollow metal door and frame rusting

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Figure B.1.11: Storage shelving placed too close together for safe access

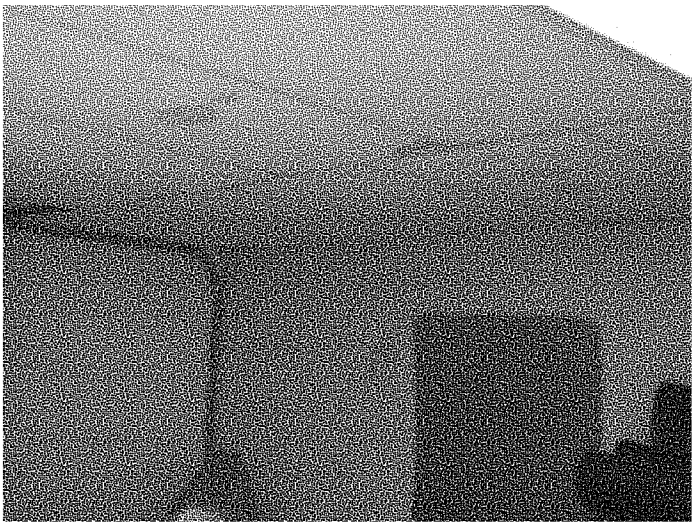


Figure B.1.14: Evidence of roof leaks in sign shop area



Figure B.1.12: Exit door has deadbolt with thumb-turn which is not allowed by code

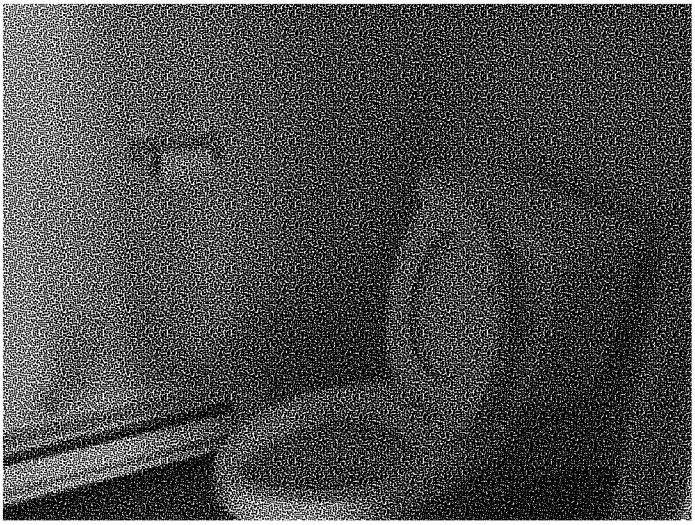


Figure B.1.15: Restroom is not handicap accessible



Figure B.1.13: Sign shop is not handicap accessible



Figure B.1.16: Staff lockers are not handicap accessible

B.2 VEHICLE STORAGE

The Vehicle Storage building consists of a pre-engineered metal structure with insulated metal wall panels. The building is 13,228 sf and was built in the mid 1970's to early 1980's. An addition to the West end of the building was constructed similarly, the year of the addition is unknown.

The following photographs and captions summarize our findings:



Figure B.2.2: Hollow metal door and frame on South facade is rusting



Figure B.2.3: Northwest exit door is stuck in closed position, does not meet code



Figure B.2.1: Overall view of Cold Storage Building

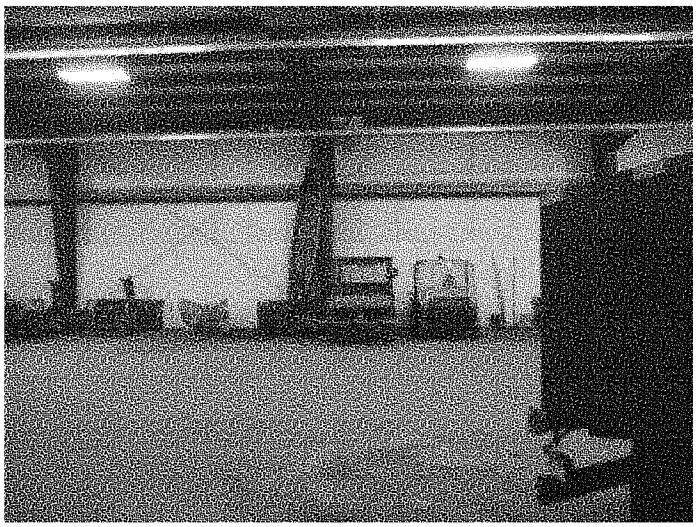


Figure B.2.4: Building lacks floor drains in main storage area creating slip hazards from wet vehicles



Figure B.2.5: Condensate drain is located high on the wall causing rust stains on South facade



Figure B.2.8: Steel structure is showing evidence a failing finish and rusting

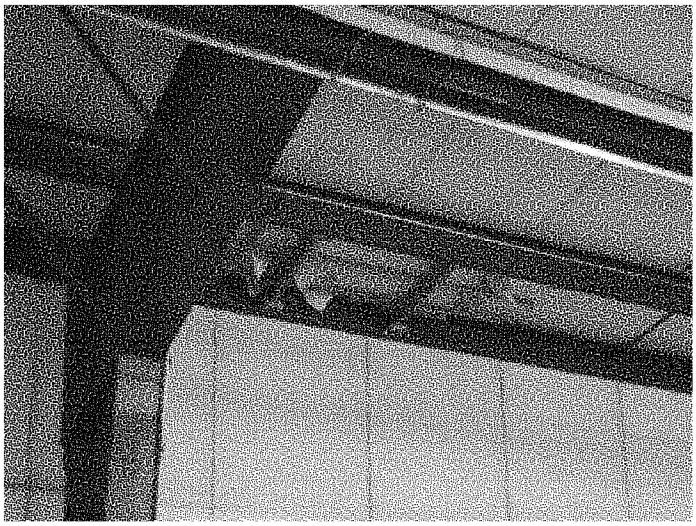


Figure B.2.6: Insulation and vapor barrier is damaged



Figure B.2.9: Settling of concrete apron at North overhead door has necessitated asphalt patching



Figure B.2.7: Exit door is locked with deadbolt, does not meet code



Figure B.2.10: Exterior metal panel cladding is damaged at North facade

B.3 FLEET MAINTENANCE AND SHOPS

The Fleet Storage and Maintenance Building is a concrete masonry block building with precast double T's for the roof structure. The building is 12,258 sf and was built in the mid 1970's to early 1980's.

The following photographs and captions summarize our findings:

- Existing restroom is not handicap accessible
- Exit doors are being locked using thumb-turn style deadbolt which does not meet code



Figure B.3.2: Exterior masonry jambs have been repaired at overhead door but lack proper sealing/finishing

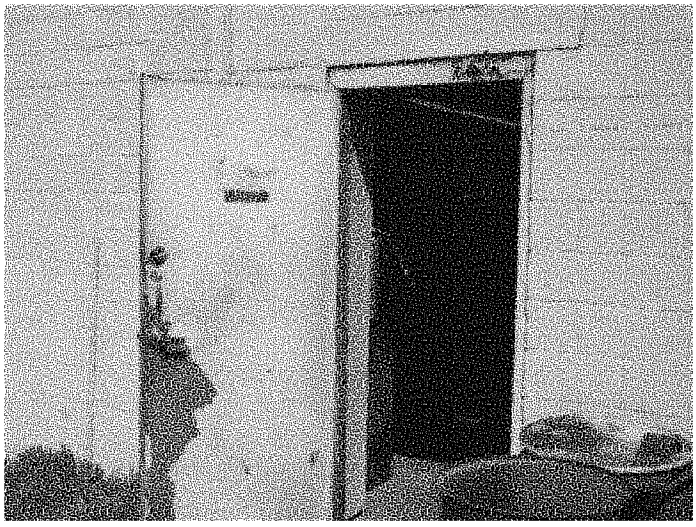


Figure B.3.3: Exterior hollow metal doors and frames are rusting

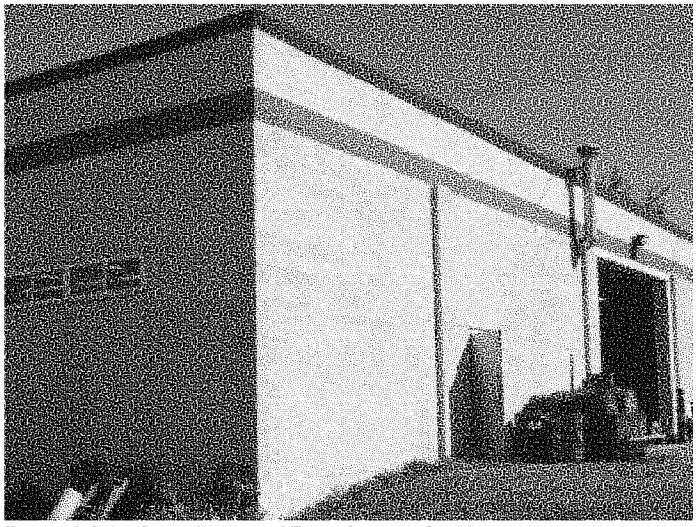


Figure B.3.1: Overall view of Fleet Storage Building



Figure B.3.4: Concrete apron at overhead doors is cracking and spalled



Figure B.3.5: Cracks are visible in exterior masonry walls on North and South facades

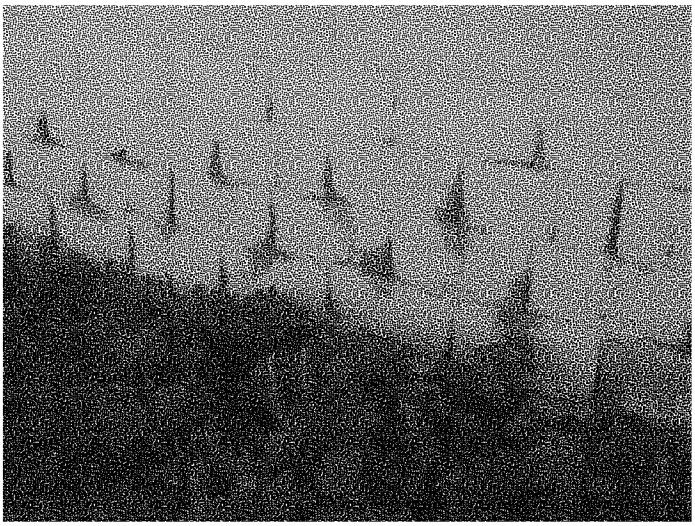


Figure B.3.8: Moisture damage is visible at base of masonry wall, exterior finish is failing and chipping off

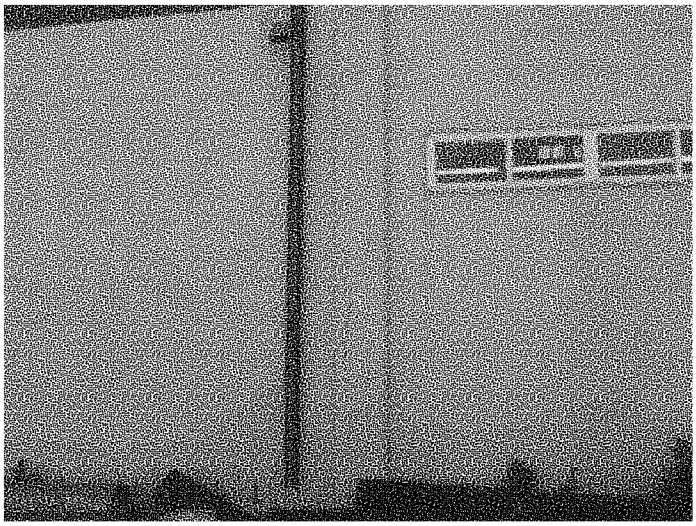


Figure B.3.6: Vertical cracks are visible in masonry pilaster at West facade



Figure B.3.9: Evidence of thermal bridging throughout the building as dirt has accumulated at areas of condensation aligning with the studs

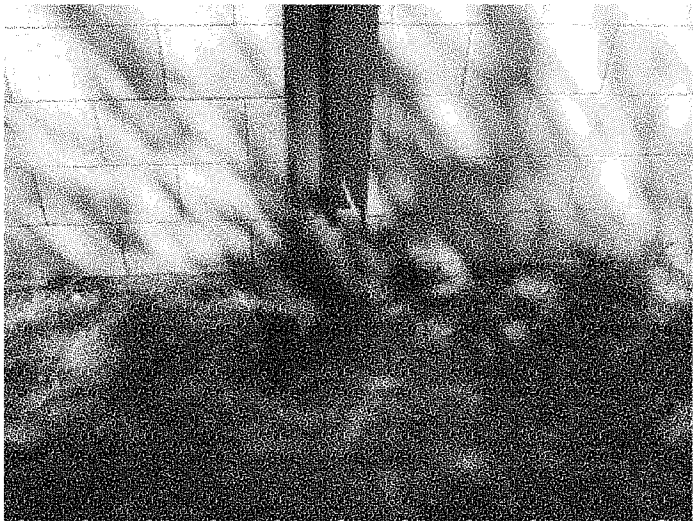


Figure B.3.7: Downspouts have eroded soil at base of wall/foundation causing potential drainage issues



Figure B.3.10: Staff lockers are not handicap accessible and are located in main storage area



Figure B.3.11: Concrete slab on grade is heavily worn, spalling and cracking

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B.4 SALT STORAGE BUILDING

The salt storage building consists of a fabric roof structure supported by aluminum space frame set on round concrete foundation posts. The salt is kept from spilling out by precast concrete walls cantilevered up from the ground. The salt storage building covers 6,000 sf and was built in 2006. The building is in good shape and could be relocated if necessary.

The following photographs and captions summarize our findings:



Figure B.4.2: Precast wall panels and concrete foundation piers along exterior wall are in good condition

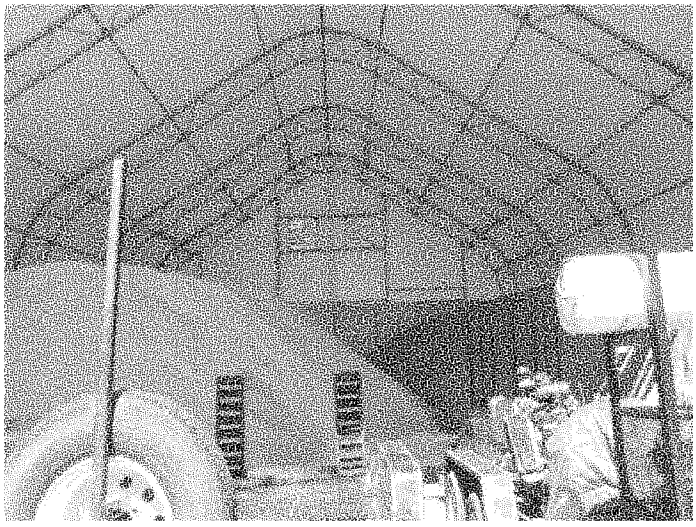


Figure B.4.3: Aluminum space frame structure appears in good condition

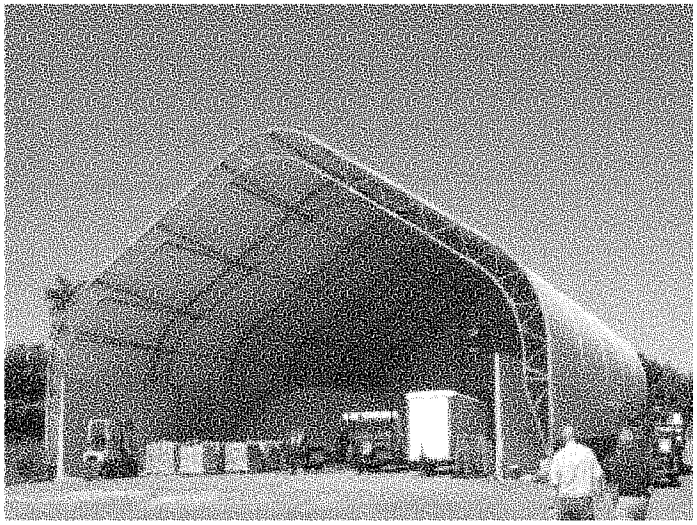


Figure B.4.1: Overall view of Salt Storage Building

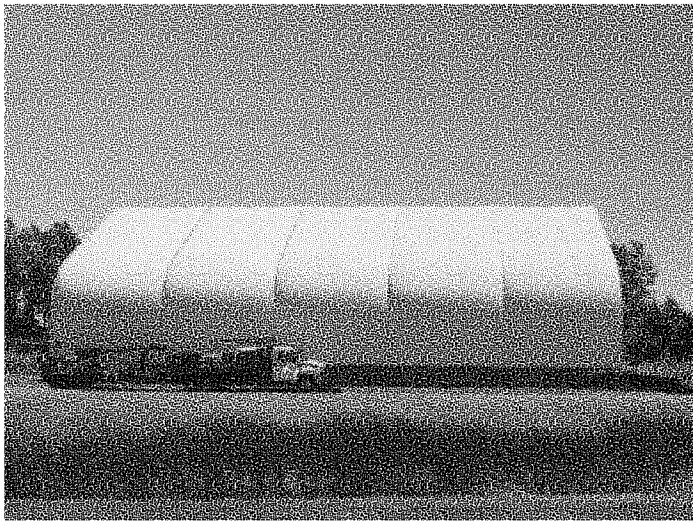


Figure B.4.4: Overall fabric roof structure is in good condition

B.5 ADMINISTRATION TRAILER

The Administration Trailer is a 10 year old double-wide temporary trailer of approximately 1,600 sf.

The following photographs and captions summarize our findings:

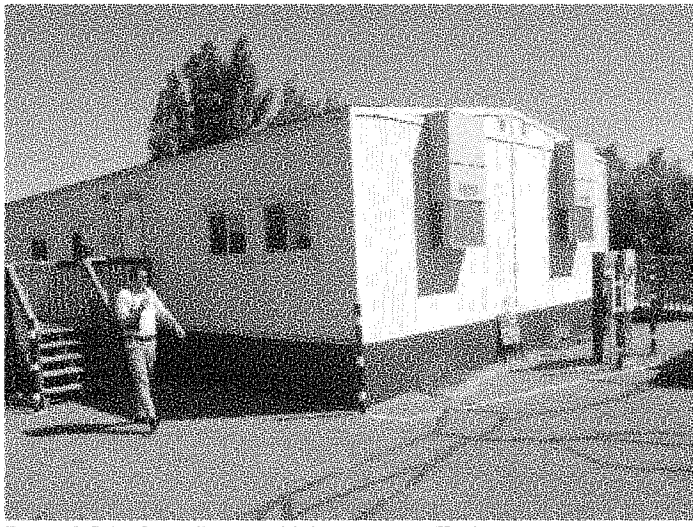


Figure B.5.1: Overall view of Administration Trailer



Figure B.5.2: Main entrance lacks signage directing to accessible entrance



Figure B.5.3: Ceiling is starting to sag and separate at seam of trailer



Figure B.5.4: Exterior cladding is showing age and needs to be painted

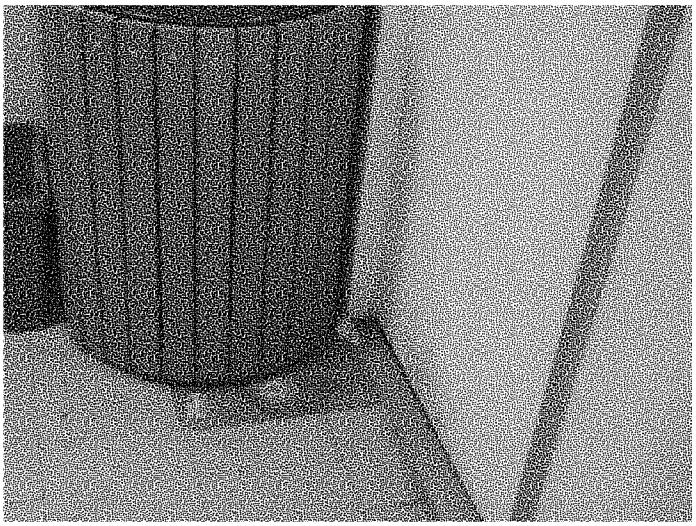


Figure B.5.5: Hole in floor is covered with sheet metal

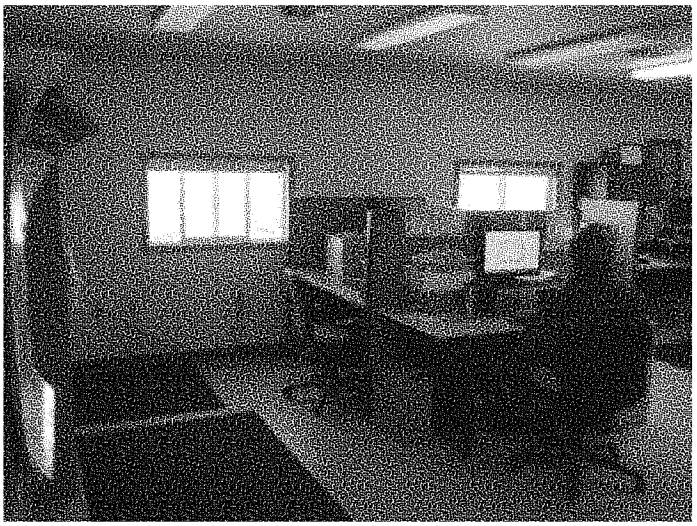


Figure B.5.8: Office space is insufficient for staff needs



Figure B.5.6: Areas of missingVCT floor finish



Figure B.5.9: Staff lockers are not handicap accessible

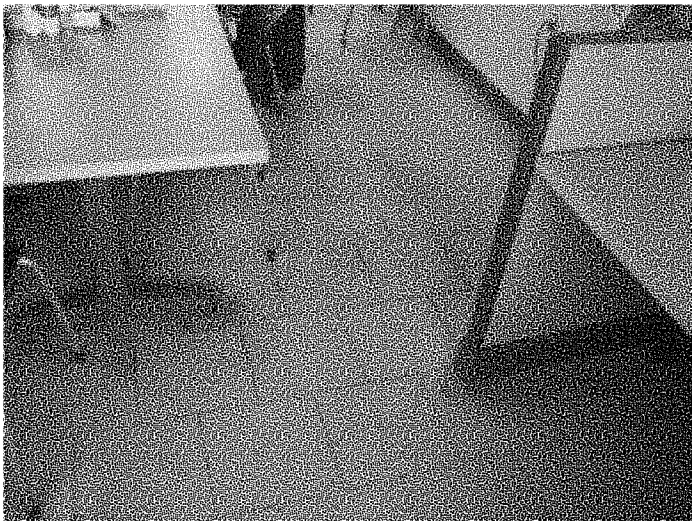


Figure B.5.7: VCT floor finish shows extensive wear



Figure B.5.10: Supply and waste pipes at lavatory are not insulated

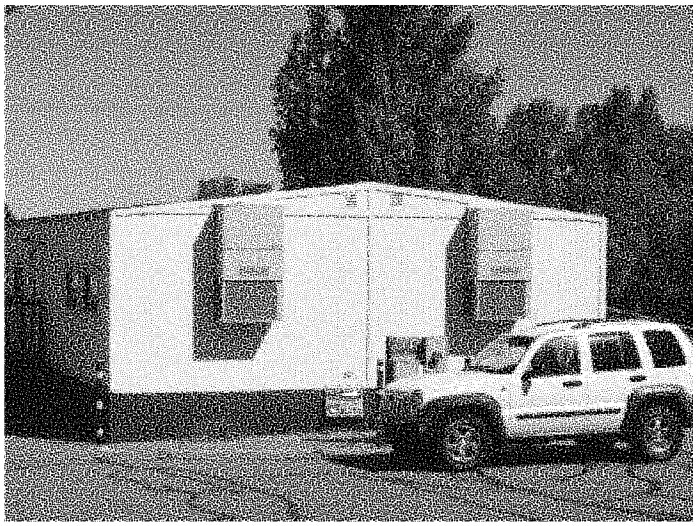


Figure B.5.11: Mechanical systems are in good condition



Figure B.5.12: Electrical systems are adequate and in good condition

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B.6 SITE

The current site encompasses two parcels separated by 142nd Avenue Northwest. The Northern parcel is 2.07 acres and is used for granular material storage along with the Utility and Sign Shops building located at the far North end. The southern parcel is 3.17 acres and contains the Administration Trailer, Fleet Storage Buildings and Salt Storage.

The following photographs and captions summarize our findings:

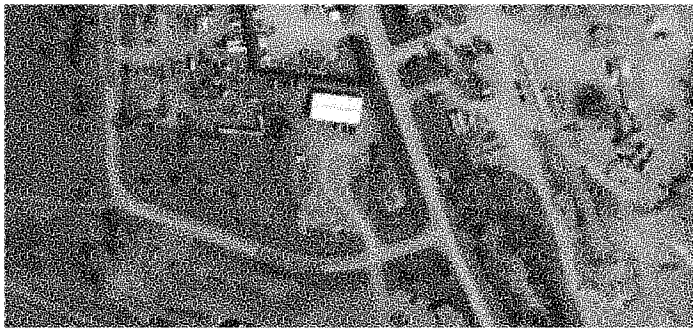


Figure B.6.1: Aerial view of Public Works site



Figure B.6.2: Major streets around the site are in good condition



Figure B.6.3: On-site pavement has multiple cracks and has less than 10 years of useful service life remaining



Figure B.6.4: Unpaved areas of site are in good condition with no signs of deep rutting

Figure B.6.5: Granular storage areas do not meet current EPA standards for cover

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City of Ramsey Department of Public Works

Program of Space Needs

Space Description	Area	Dimension	Qty	Area	Remarks	Building Type enclosed	covered	exterior
COLD STORAGE								
Streets Materials	1,000		1	1,000		1,000	-	-
Utilities Materials	1,000		1	1,000		1,000	-	-
Parks Materials	1,000		1	1,000		1,000	-	-
Implements/Blades/etc	2,500		1	2,500	includes circulation	2,500	-	-
Shared Materials	2,000		1	2,000	barricades/cones/etc	2,000	-	-
Lumber Storage	400		1	400		400	-	-
Paving Materials - palletized	400		1	400		400	-	-
Cold Storage subtotal				8,300		8,300	-	-
circulation	20%			1,660		1,660	-	-
COLD STORAGE TOTAL				**9,960**		**9,960**	**-**	**-**
YARD STORAGE								
Truck Wash		20 x 50	2	2,000		2,000	-	-
Mower Blow Down		10 x 20	1	200		-	-	200
Antenna	40		1	40		-	-	40
Scrap Bins	200		4	800		-	-	800
Used Tire Storage	100		1	100		-	100	-
Salt Storage		70 x 100	1	7,000		-	7,000	-
Granular Material Storage		15 x 20	6	1,800		-	1,800	-
Granular Material Stockpiles		100 x 100	3	30,000		-	-	30,000
Material Storage	800		1	800	pipe, structures, etc	-	-	800
Generator		10 x 15	1	150		-	-	150
Fuel Island		14 x 30	2	840		-	840	-
Above Ground Fuel Storage	400		1	400		-	-	400
Recycling Center	43,560		1	43,560	containers near site entrance	-	-	43,560
Recycling Center Office/RR	140		1	140		140	-	-
Drying Bed		20 x 50	1	1,000		-	1,000	-
Impound Lot		10 x 20	20	4,000		-	4,000	-
Yard Storage subtotal				92,830		2,140	14,740	75,950
circulation	100%			92,830		2,140	14,740	75,950
YARD STORAGE TOTAL				**185,660**		**4,280**	**29,480**	**151,900**

DRAFT

City of Ramsey Department of Public Works

Program of Space Needs

Space Description	Area	Dimension	Qty	Area	Remarks	Building Type enclosed	covered	exterior
PARKING								
Employee		10 x 20	50	10,000		-	-	10,000
Visitor		10 x 20	2	400		-	-	400
Accessible		15 x 20	2	600		-	-	600
Agency Vehicles								
Interior Conditioned								
X-Small Equipment		8 x 8	18	1,152		1,152	-	-
Small Equipment		10 x 20	33	6,600		6,600	-	-
Medium Equipment		12 x 30	15	5,400		5,400	-	-
Large Equipment		15 x 40	7	4,200		4,200	-	-
Covered								
X-Small Equipment		8 x 8	0	-		-	-	-
Small Equipment		10 x 20	0	-		-	-	-
Medium Equipment		12 x 30	0	-		-	-	-
Large Equipment		12 x 40	0	-		-	-	-
Exterior								
X-Small Equipment		8 x 8	0	-		-	-	-
Small Equipment		10 x 20	3	600		-	-	600
Medium Equipment		12 x 30	5	1,800		-	-	1,800
Large Equipment		12 x 40	0	-		-	-	-
Down/Ready Line								
Auto/Light Truck		10 x 20	4	800		-	-	800
Truck		12 x 40	1	480		-	-	480
Parking subtotal				32,032		17,352	-	14,680
circulation - interior/heated storage	75%			13,014		13,014	-	-
circulation - exterior storage	100%			1,280		-	-	1,280
PARKING TOTAL				**46,326**		**30,366**	-	**15,960**
Site Subtotal				***265,015***		***67,675***	***29,480***	***167,860***
Site Circulation, Setbacks				198,761				
Stormwater Management				43,560				
SITE TOTAL				***507,336***				
				11.65	acres			

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Department	Job Title	Duties	No.	
			Full Time	Seasonal
Administration				
PW/Streets	PW Superintendent	Department Head	1	
Parks	Parks and Asst PW Superintendent	Park Dept Supervisor/Asst. PW Superintendent	1	
Parks				
Parks	Parks Lead Person	Parks Maintenance/Manage seasonal staff	1	
Parks	Parks Maintenance Worker	Park Maintenance	1	
Parks	Parks Maintenance Worker	Park Maintenance	1	
Parks	Parks Maintenance Worker	Park Maintenance	1	
Parks	Parks Maintenance Worker	Park Maintenance/Irrigation Maintenance	1	
Parks	Future		2	
Parks	Seasonal Staff	Park Maintenance		1
Parks	Seasonal Staff	Park Maintenance		1
Parks	Seasonal Staff	Park Maintenance		1
Parks	Seasonal Staff	Park Maintenance		1
Parks	Seasonal Staff	Park Maintenance		1
Parks	Seasonal Staff	Park Maintenance		1
Parks	Seasonal Staff	Park Maintenance		1
Parks	Seasonal Staff	Park Maintenance		1
Parks	Seasonal Staff	Park Maintenance		1
Parks	Intern	Park Administration/Event Coordination	1	
Streets				
Streets	Streets Lead Person	Supervise streets projects/staff	1	
Streets	PW Maintenance Worker	Street Maintenance/Traffic Signs	1	
Streets	PW Maintenance Worker	Street Maintenance	1	
Streets	PW Maintenance Worker	Street Maintenance/Fleet Maintenance	1	
Streets	PW Mechanic	Fleet Maintenance	1	
Streets	PW Maintenance Worker	Street Maintenance	1	
Streets	PW Maintenance Worker	Street Maintenance	1	
Streets	Future		2	
Streets	Seasonal Staff	Street Maintenance		1
Streets	Seasonal Staff	Street Maintenance		1
Streets	Seasonal Staff	Street Maintenance		1
Snow/Ice	Seasonal Staff	Snow Removal		1
Snow/Ice	Seasonal Staff	Snow Removal		1
Snow/Ice	Seasonal Staff	Snow Removal		1
Snow/Ice	Seasonal Staff	Snow Removal		1
Utilities				
Utilities	Utilities Supervisor	Utilities Dept Supervisor	1	
Utilities	Utilities Maintenance Worker	Utility Maintenance	1	
Utilities	Utilities Maintenance Worker	Utility Maintenance	1	
Utilities	Utilities Maintenance Worker	Utility Maintenance	1	
Utilities	Future		2	
Utilities	Seasonal Staff	Utility Maintenance		1
Utilities	Seasonal Staff	Utility Maintenance		1
Totals			25	19

#	Year	Make	Description	Department	Location	EQUIVALENT	SIZE	LARGE	SMALL	Enclosed/Tempered				Covered				Exterior				Down/Ready	
										12X40	12X30	10X20	8X8	12X40	12X30	10X20	8X8	12X40	12X30	10X20	8X8	12X30	10X20
301	2010	Ford	Crown Vic	Public Works	Public Works Shop	2.0	s	0	2			1											
303	2010	Ford	Crown Vic	Public Works	Public Works Shop	2.0	s	0	2			1											
316	2011	Ford	Crown Vic	Public Works	Public Works Shop	2.0	s	0	2			1											
317	2011	Ford	Crown Vic	Public Works	Public Works Shop	2.0	s	0	2			1											
318	2011	Ford	Crown Vic	Public Works	Public Works Shop	2.0	s	0	2			1											1
321	2012	Chevy	Tahoe	Police	Police Department	1.5	s	0	1.5														1
322	2012	Chevy	Caprice-Black	Police	Police Department	2.0	s	0	2														1
323	2012	Chevy	Caprice	Police	Police Department	2.0	s	0	2														1
328	2003	Haulin	Safety Trailer	Police	Police Department	0.5	s	0	0.5														1
331	2014	Chevy	Caprice	Police	Police Department	2.0	s	0	2														1
332	2013	Chevy	Tahoe 2WD	Police	Police Department	2.0	s	0	2														1
333	2013	Chevy	Tahoe 4WD	Police	Police Department	2.0	s	0	2														1
334	2013	Chevy	Malibu	Police	Police Department	2.0	s	0	2														1
339	2013	RC	Trailer	Police	Police Department	0.5	s	0	0.5														1
341	2014	Chevy	Caprice	Police	Police Department	2.0	s	0	2														1
342	2014	Chevy	Caprice	Police	Police Department	2.0	s	0	2														1
343	2015	Chevy	Tahoe	Police	Police Department	2.0	s	0	2														1
348	2004	Sled Bed	Trailer	Police	Police Department	0.5	s	0	0.5														1
351	2015	Ford	Explorer	Police	Police Department	2.0	s	0	2														1
352	2005	Ford	Taurus	Police	Municipal Center	2.0	s	0	2														1
353	2005	Ford	F150 Crew Cab	Police	Public Works Shop	1.5	s	0	1.5			1											
362	2006	Ford	Crown Vic	Police	Public Works Shop	2.0	s	0	2			1											
364	2006	Chevy	Impala	Police	Police Department	2.0	s	0	2														1
365	2006	Chevy	Impala	Police	Police Department	2.0	s	0	2														1
375	2007	Chevy	Impala	Police	Police Department	2.0	s	0	2														1
376	2007	Lincoln	MKZ	Police	Police Department	1.0	s	0	1														1
386	2008	Ford	Expedition	Police	Police Department	1.5	s	0	1.5														1
391	2009	Ford	Crown Vic	Police	Police Department	2.0	s	0	2														1
393	2009	Ford	Crown Vic	Police	Police Department	2.0	s	0	2														1
399	1999	Radar	Trailer	Police	Police Department	0.5	s	0	0.5														1
401	2005	Chevy	Colorado PU	Building Inspections	Municipal Center	1.5	s	0	1.5														1
402	2006	Chevy	1500 Ext Cab 4x4	Engineering	Public Works Shop	1.5	s	0	1.5			1											
403	2005	Ford	Taurus	Admin	Municipal Center	0.5	s	0	0.5														1
404	2005	Ford	Taurus	Admin	Municipal Center	0.5	s	0	0.5														1
405	2006	Ford	Staff Car	General PW	Public Works Shop	1.0	s	0	1			1											
409		Holder	Utility Tractor	Building Maintenance	Municipal Center	1.0	s	0	1														1
410	2012	Ford	Pick-up	Building Maintenance	Municipal Center	1.5	s	0	1.5														1
411	2015	GMC	Pick-up	Engineering	Public Works Shop	1.5	s	0	1.5			1											
501	1994	Ford	LNT-8000 Tanker 2	Fire	Fire Station #2	3.0	l	3	0													1	
504	1989	Ford	F250 Grass 1	Fire	Fire Station #1	2.5	l	2.5	0													1	
556	1999	HME	Engine 2	Fire	Fire Station #2	3.0	l	3	0													1	
557	2000	Ford	F450 Rescue 1	Fire	Fire Station #1	2.5	l	2.5	0													1	
558	2002	Ford	F150	Fire	Off Site	1.5	s	0	1.5													1	
559	2004	Ford	F550 Crew Rescue 2	Fire	Fire Station #2	2.5	l	2.5	0													1	
560	2003	Spartan	General Aerial	Fire	Fire Station #2	2.5	l	2.5	0													1	
561			SCBA Trailer	Fire	Fire Station #1	1.0	s	0	1													1	
562	2003	Ford	F350 Grass 2	Fire	Fire Station #2	2.5	l	2.5	0													1	
563	2005	Ford	F150 4x4 PU	Fire	Off Site	1.5	s	0	1.5														1
564	2008	Ford	Expedition Chief	Fire	Off site	1.5	s	0	1.5														1
565	2008	Spartan	Fire Engine 21	Fire	Fire Station #2	3.0	l	3	0													1	
566	2011	Ford	F150	Fire	Off Site	1.5	s	0	1.5														1
567	2014	Rosenbaurer	Tanker	Fire	Fire Station #2	3.0	l	3	0													1	
603	1999	John Deere	Motor Grader	Streets	Public Works Shop	3.0	l	3	0			1											
607	1998	Felling	Trailer	Streets	Public Works Shop	0.5	s	0	0.5												1		
612	1984	Elgin	3 Wheel Sweeper	Storm Water	Public Works Shop	0.5	l	0.5	0		1												
613		Spaulding	Asphalt Trailer	Streets	Public Works Shop	0.5	s	0	0.5										1				
619	1991	Brush Bandit	Brush Chipper	Parks	Public Works Shop	0.5	s	0	0.5				1										
621		Roll-Pac	Steel Drum Compactor	Streets	Public Works Shop	0.5	s	0	0.5				1										
622	1998	Kawasaki	Utility Vehicle	Parks	Public Works Shop	0.5	s	0	0.5			1											
628	1998	John Deere	Mower	General PW	Public Works Shop	0.5	s	0	0.5				1										
632	1999	Sterling	Single Axle Plow Truck	Streets	Public Works Shop	2.5	l	2.5	0		1												
634	2001	Case	Tractor Backhoe	Storm Water	Public Works Shop	2.0	l	2	0		1												
635	2001	John Deere	Mower	General PW	Public Works Shop	0.5	s	0	0.5				1										
636	2002	Sterling	Single Axle Plow Truck	Streets	Public Works Shop	2.5	l	2.5	0		1												
637	2002	Chevrolet	Pick-up	Streets	Public Works Shop	1.5	s	0	1.5			1											
638	2003	Chevrolet	Pick-up	Parks	Public Works Shop	1.5	s	0	1.5			1											
639	2003	Kawasaki	Utility Vehicle	Parks	Public Works Shop	1.5	l	1.5	0			1											
640	2003	Ford	Pick-up	Streets	Public Works Shop	1.5	l	1.5	0			1											
641	1995	Chevrolet	Pick-up	Parks	Public Works Shop	1.5	s	0	1.5			1											
642	2004	Elgin	3 Wheel Sweeper	Storm Water	Public Works Shop	2.5	l	2.5	0		1												
644	2004	International	Single Axle Plow Truck	Streets	Public Works Shop	2.5	l	2.5	0		1												
645	2004	Bobcat	Tool cat	Parks	Public Works Shop	1.5	s	0	1.5				1										
648	2006	Bison	Trailer	Parks	Public Works Shop	0.5	s	0	0.5												1		
650	1989		Trailer	Parks	Public Works Shop	0.5	s	0	0.5												1		
651	2005	Chevrolet	Pick-up	Utility	Public Works Shop	1.5	s	0	1.5			1											
652	2005	Chevrolet	1-Ton	Utility	Public Works Shop	2.0	l	2	0		1												
653	2006	Ford	Pick-up	Parks	Public Works Shop	1.5	s	0	1.5			1											
654	2006	Ford	Pick-up	Parks	Public Works Shop	1.5	s	0	1.5			1											
655	2006	Trackless	Utility Tractor	Snow	Public Works Shop	0.5	s	0	0.5				1										
659	2006	Exmark	Mower	Parks	Public Works Shop	0.5	s	0	0.5				1										
660	2003	Gilcrest	Self Propelled Paver	Streets	Public Works Shop	1.5	s	0	1.5				1										
661	2007	Stone	Steel Drum Compactor	Streets	Public Works Shop	0.5	s	0	0.5				1										
662	2006	Sterling	Tandem Axle Plow Trucl	Streets	Public Works Shop	3.0	l	3	0	1													

#	Year	Make	Description	Department	Location	EQUIVALENT	SIZE	LARGE	SMALL	Enclosed/Tempered 12X40	Enclosed/Tempered 12X30	Enclosed/Tempered 10X20	Enclosed/Tempered 8X8	Covered 12X40	Covered 12X30	Covered 10X20	Covered 8X8	Exterior 12X40	Exterior 12X30	Exterior 10X20	Exterior 8X8	Down/Ready 12X30	Down/Ready 10X20
663	2007	Kawasaki	Utility Vehicle	Parks	Public Works Shop	1.5	s	0	1.5			1											
664	2007	Chevrolet	Pick-up	Parks	Public Works Shop	1.5	s	0	1.5			1											
665	2007	Chevrolet	Pick-up	Parks	Public Works Shop	1.5	s	0	1.5			1											
667	2007	Chevrolet	Pick-up	Utility	Public Works Shop	1.5	s	0	1.5			1											
668	2007	Sterling	Tandem Axle Plow Trucl	Streets	Public Works Shop	3.0	l	3	0	1													
669	2007	International	Single Axle Water Truck	Parks	Public Works Shop	2.5	l	2.5	0		1												
671	2008	Bobcat	Skid Steer	General PW	Public Works Shop	0.5	s	0	0.5				1										
672	2009	Sterling	Single Axle Plow Truck	Streets	Public Works Shop	2.5	l	2.5	0		1												
673	2009	Sterling	Tandem Axle Jetter Truc	Utility	Public Works Shop	3.0	l	3	0	1													
674	2009	Ford	Pick-up	Parks	Public Works Shop	1.5	s	0	1.5			1											
675	2010	Chevrolet	1-Ton	Parks	Public Works Shop	2.0	l	2	0		1												
676	2010	Chevrolet	1-Ton	Streets	Public Works Shop	2.0	l	2	0		1												
678	2013	Ford	1-Ton	Parks	Public Works Shop	2.0	l	2	0		1												
679	2014	Toro	Large Area Mower	Parks	Public Works Shop	1.0	s	0	1			1											
680	2014	Ford	1-Ton	Streets	Public Works Shop	2.0	l	2	0		1												
681	2015	Ford	1-Ton	Utility	Public Works Shop	2.0	l	2	0		1												
682	2015	International	Single Axle Plow Truck	Streets	Public Works Shop	2.5	l	2.5	0		1												
683	2015	ExMark	Mower	Parks	Public Works Shop	0.5	s	0	0.5				1										
684	2015	ExMark	Mower	Parks	Public Works Shop	0.5	s	0	0.5				1										
685	2015	ExMark	Mower	Parks	Public Works Shop	0.5	s	0	0.5				1										
686	2015	Kubota	AG Tractor	Streets	Public Works Shop	0.5	s	0	0.5										1				
687	2015	Bobcat	Tool cat	Parks	Public Works Shop	0.5	s	0	0.5				1										
688	2015	Case	Wheel Loader	Streets	Public Works Shop	2.0	s	0	2			1											
689	2015	Kubota	Utility Vehicle	Parks	Public Works Shop	1.5	s	0	1.5			1											
690	2015	Kubota	Mower	Streets	Public Works Shop	0.5	s	0	0.5				1										
801		Cat	Portable Generator	Utility	Public Works Shop	0.5	s	0	0.5				1										
			Programmable Display B	Streets	Public Works Shop	0.5	s	0	0.5				1										
			Culvert Trailer	Streets	Public Works Shop	0.5	s	0	0.5										1				
			Roller Trailer	Streets	Public Works Shop	0.5	s	0	0.5										1				
		Zodiac Fire Boat	Boat	Fire	Fire Station #1								1										
		2003 Mercury 25 HP Motor																					
		& Karavan Trailer																					
	2004	Police ATV Pola	ATV	Police	Police Department																		
		Police Single AT	Trailer	Police	Police Department																		
	2007	Felling Trailer	Trailer	Streets	Public Works Shop														1				
	2015	Polaris Ranger 5	ATV	Police	Police Department																		
	2013	Police Range Tra	ATV	Police	Police Department																		
	2013	Felling Trailer	Trailer	Streets	Public Works Shop														1				
	2011	Old Town Twin	Canoe	Parks	Public Works Shop																		
	2011	Old Town Twin	Canoe	Parks	Public Works Shop																		
	2011	Old Town Saran	Kayak	Parks	Public Works Shop																		
	2011	Johnson Rouge F	Kayak	Parks	Public Works Shop																		
		Future small vehicles				1.0	s	0	1			1											
		Future small vehicles				1.0	s	0	1			1											
		Future small vehicles				1.0	s	0	1			1											
		Future small vehicles				1.0	s	0	1			1											
		Future large vehicles				3.0	l	3	0	1													
		Future large vehicles				3.0	l	3	0	1													
								78	107	5	15	32	18	0	0	0	0	0	6	3	0	11	32
								185		79												1.1	3.2

V. Facility Comparisons

A. INTRODUCTION

This section of the report provides a comparative analysis between the characteristics of the Ramsey Public Works facilities and the characteristics of the same departments in other comparable Minnesota municipalities. A comparative analysis of other municipalities, if used as a checks-and-balances comparison to the developed space program, can provide a quick snap-shot of the overall range of facilities that meet relatively similar requirements. The selection of comparable cities is primarily established based on population. Therefore it should be noted that variables in staffing, area of the city and age of existing facilities can create a range in the facilities. We do not utilize a facility comparison as the only means of projected space needs and a direct comparison is never truly possible, as no two cities are identical, the process can identify irregularities and areas to consider or reconsider or can confirm the projected program numbers, providing validity to the developed program.

One item to be particularly aware of when comparing similar city's facilities is to recognize that these figures may not represent current planning that is underway to expand those facilities. The asterisks and key notes, noted at the bottom of each analysis, provide further information to qualify the information provided in the spreadsheet. Projected or in-process expansion is an indicator of current space deficiencies, particularly important in weighing the relevance of their current facilities sizes to those projected for the City of Ramsey. The total of the comparative studies are averaged for ease of quick review, however each municipality's characteristics should be reviewed individually to best understand how their facility size (with projected expansion, if indicated) supports the population, and then compared with the projected numbers for the Ramsey's facilities.

B. COMPARATIVE ANALYSIS METHODOLOGY

The methodology for identifying the municipalities to be considered for the analysis consists of collecting a variety of information. BKV Group researched and identified a few municipalities, or "sister-cities", that seem to be similar in nature, size or community demographics from which to base the comparisons. In our analysis, a range of near-metro and out-state municipalities was used to provide a broad cross-section of comparative information. Other criteria used to select comparison information included geographic location along a major highway system or major transportation corridor.

The cities in this comparison were identified and ranked by municipality with a population range of 16,000 to 40,000. The population differentiation is an important designation, as it often correlates with the facility size, number of employees it is supporting, and square footage per capita of residents served. However, the size of a municipal public works facility can vary greatly from one to another depending on the types of services provided and the geographic size of the area serviced.

C. ANALYSIS / SUMMARY OF FINDINGS

Comparison of Existing Facility:

The comparative analysis for the public works facility indicates that the City of Ramsey's Public Work's facility is similar to the comparable municipalities' facilities. A major factor in considering the usefulness of a public works facility is the efficiency of the layout and movement of vehicles and materials. The layout of the existing facility creates inefficiency in operation flow, segregating personnel and provides marginal fleet maintenance and storage. Overall, the facility is greatly undersized when compared to similar municipalities.

Projections:

When comparing Ramsey's projections for the 2030 timeframe, the projected facility size is within the range of other municipalities in the area. The projected requirements for the Ramsey Public Works facility is primarily based on providing adequate vehicle storage, service bays and proper staff support space.

In the comparison below 15 Minnesota cities are listed ranging in population from 16,500 to 39,000. With public works facilities that range in size from 44,900 square feet to 111,679 square feet, with the average facility being more in the 66,000 square feet range. As a snap shot Ramsey's existing public works facilities totals at approximately 32,000 square feet which is well below the current public works standards. The programmed area based on the size and operations of the City of Ramsey is 66,205 square feet, which is in line with current area requirements for public works operations.

Public Works - Space Comparison

Municipality	Population (2013)	Municipality Area (sq m.)	Site Size (acres)	Facility Size (gsf)[1]	Notes
Red Wing	16,513	41.19	8.03	57,310	
Willmar	19,680	15.95	16.96	68,600	
Northfield	20,581	8.61	10.92	52,400	
Golden Valley	20,845	10.55	1.68	54,400	
Farmington	22,167	14.94	6.78	44,970	
Crystal	22,588	5.88	5.30	63,000	Built in 2015, $12.8M
Elk River	23,447	43.82	17.47	89,244	Fleet 44,144 sf, Mechanics 13,300 sf, Shops 18,400 sf, Office 7,400 sf
Prior Lake	24,408	18.33	11.40	46,453	
Chanhassen	24,452	22.88	7.52	85,250	
White Bear Lake	24,555	8.66	4.23	55,259	
Austin	24,763	10.84	14.04	68,960	
Savage	28,639	16.45	14.51	66,600	29,000 sf addition in 2012
Andover	31,709	34.83	14.99	111,679	Size reflects 2015 needs assessment, current size is 68,680 sf
Cottage Grove	35,339	37.48	11.27	63,922	
Shakopee	39,167	29.32	12.52	69,000	
Average	**25,256**	**21.32**	**10.50**	**66,203**	

Ramsey (Existing)	**24,935**	**29.79**	**7.74**	**32,000**
(Proposed GSF)			**11.59**	**66,205**

General Notes:

1. Facility size does not include area for granular storage buildings.

END OF SECTION

VI. Master Planning Concept Options

A. INTRODUCTION

This portion of the study is the next step after the completion of the assessment of the existing facilities, operational analysis and space programming. This process involves the planning team and the City discussing all possible options to address operational space, as detailed in the program analysis, that will address the long term requirements of the City's Public Works department. Site options consider a variety of selection criteria such as: existing infrastructure locations, expansion capabilities, staff access, parking, zoning, easements, public access to a recycling center, existing and anticipated roadway improvements, etc. And while not a driver for study, the team did assess each plan and pros and cons associated with possible overall area development. The potential options were reviewed with the City planning team to assure that all viable options are being considered.

Concept Plan Development

The concept plans and the site master plan options were developed based upon achieving the identified priorities, goals and common vision of the city and public works department. The four concept planning options identified some core planning principals:

1. Provide adequate and appropriate building / operational area required for the Public Works Department
2. Provide adequate and appropriate site area and circulation needed for public works equipment & operations
3. Allow for future expansion
4. Create site layouts that promote operational efficiency
5. Separate public and public works traffic flow and access

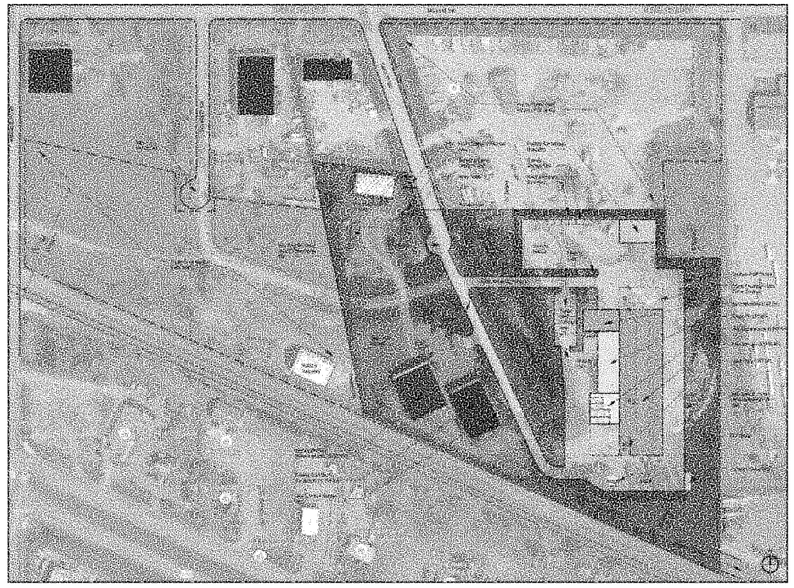
The following is a summary of the four options developed:

- **Option A** – construct a new public works operations east of Jasper and utilize some existing structures for storage.
- **Option B** - construct an entirely new public works facility east of Jasper.
- **Option C** – construct a new public works operations east of Jasper and utilize some existing structures for storage.
- **Option D** - construct a new public works operations on the west side of Jasper and utilize some existing structures for storage.

END OF SECTION

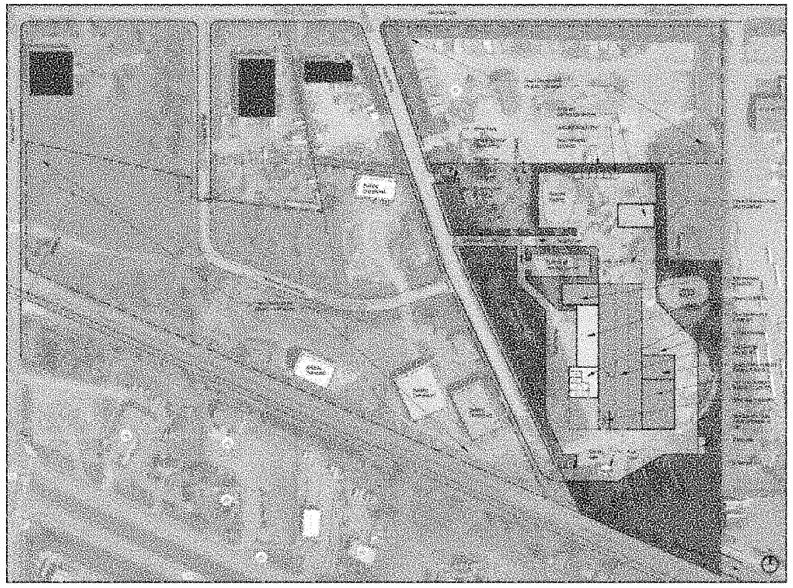
Preferred Options

Option A



Total Site Area: 15.50 acres
Total Developable Area: 18.03 acres

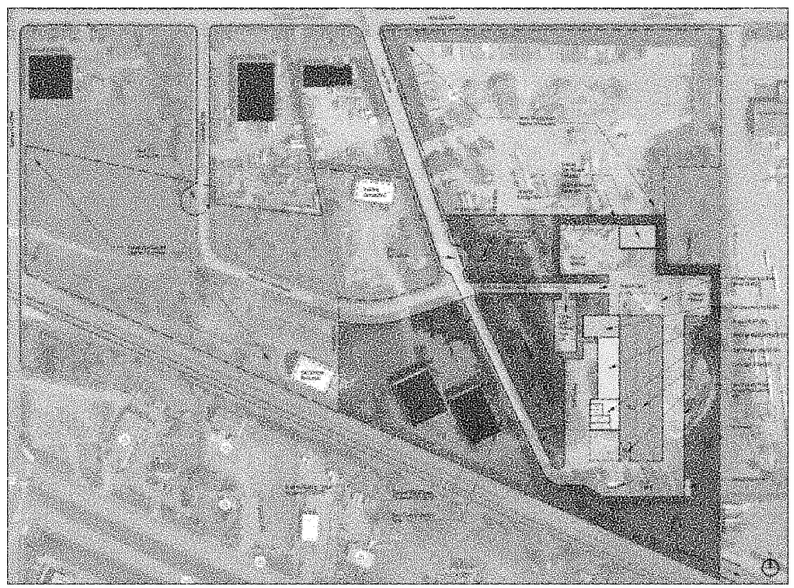
Option B



Total Site Area: 11.40 acres
Total Developable Area: 21.98 acres

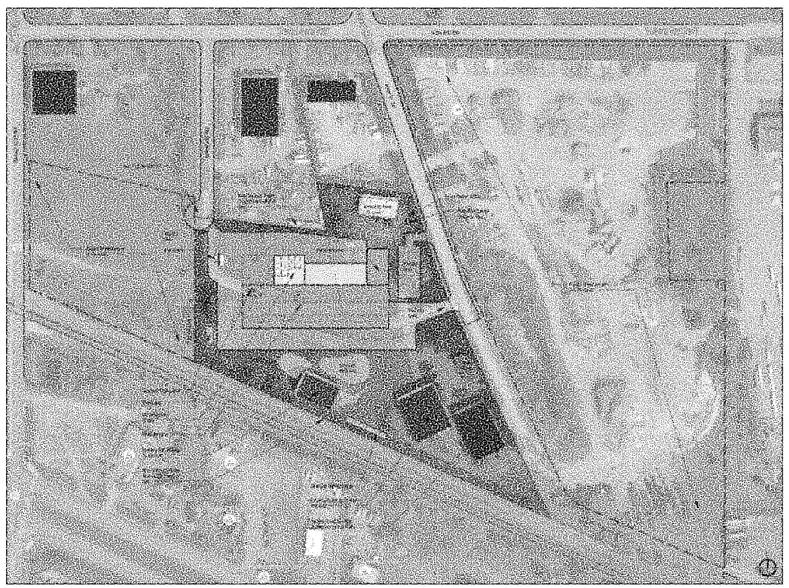
Additional Options Studied

Option C



Total Site Area: 13.62 acres
Total Developable Area: 19.80 acres

Option D



Total Site Area: 9.68 acres
Total Developable Area: 23.91 acres

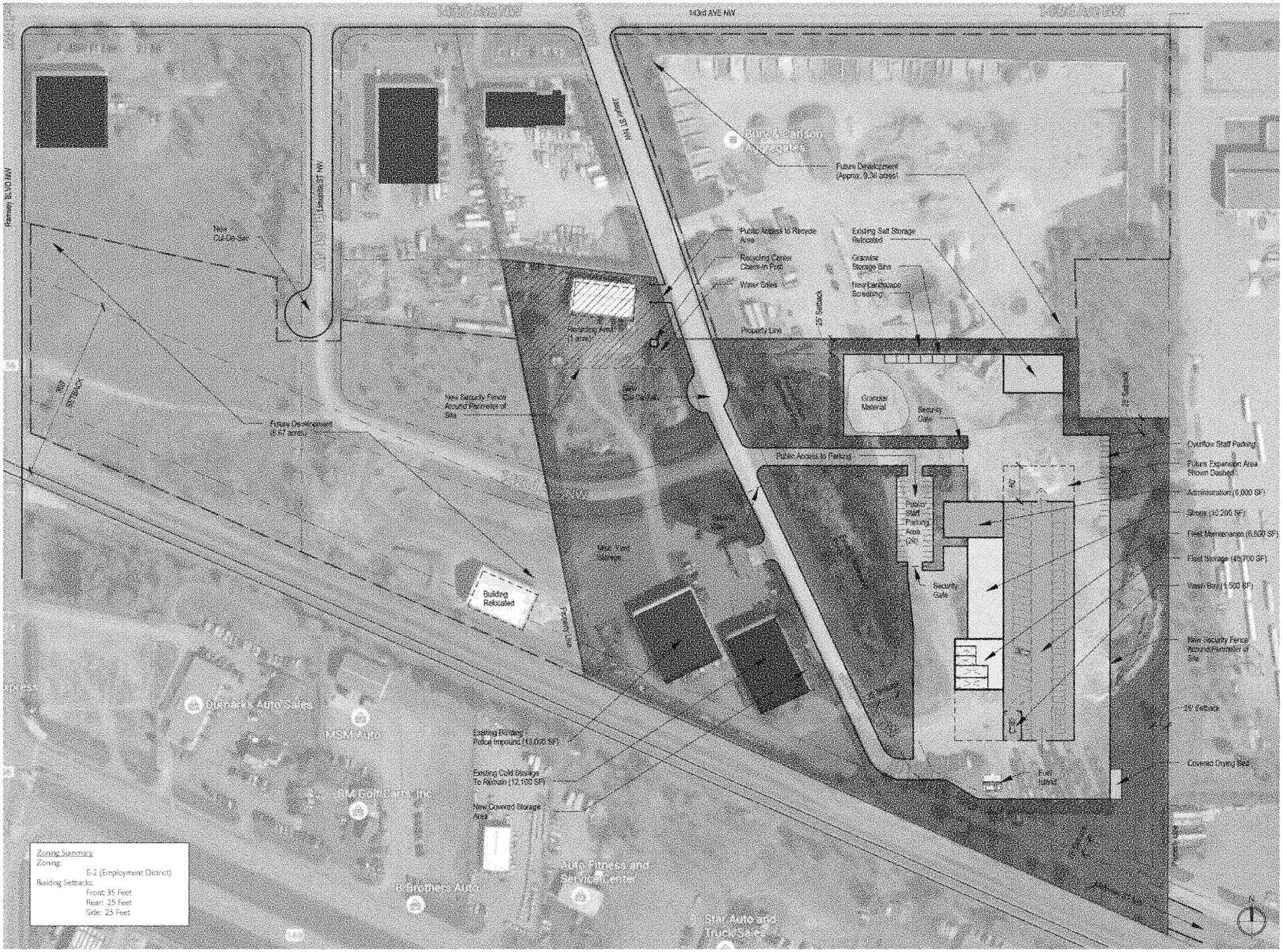
DRAFT

BKV group

City of Ramsey, MN
Public Works Study

Project #: 19037.02

11/12/2019



Option A

15.50 acres

Pros:

- Utilizes existing cold storage buildings
- Efficient centralized operation / circulation
- Room for future growth / expansion
- Existing stormwater pond can remain in-place

Cons:

- Salt storage building needs to be relocated

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BKV group

City of Ramsey, MN
Public Works Study

Project # 10137.02

10/17/2018



Option B

11.40 acres

Pros:

- Operations are centralized with efficient circulation
- Room for future expansion
- Existing stormwater pond can remain in-place

Cons:

- New cold storage/police impound building required
- Salt storage building needs to be relocated

BKV group

City of Ramsey, MN
Public Works Study

Project # 19317.02

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VII. Project Cost Estimates

A. INTRODUCTION

This section of the report looks at the cost associated with each of the master plan options. These estimates are general in nature at this early stage of planning. However the estimated cost are based on historic cost for public works construction in our region.

There are a number of possible project aspects that can affect the cost of a project, such as:

- Poor soil conditions
- Contaminated soil conditions from previous uses
- Level of ground water is high
- Restrictive development standards
- Higher requirement for sustainability such as LEED

In general the square foot cost shown in the following estimates represent the mean range that we would anticipate for construction to occur in 2016. The construction industry is currently indicating anticipated inflation higher than what has occurred over the past 5 years. While there are many factors that can effect bidding climates , it is anticipated that yearly escalation cost will be in the 4% to 6% range. In the last year we have seen a dramatic spike in construction cost as we came out of the recession. For this reason we would suggest that the City move ahead with project planning this upcoming year with the goal to start construction in spring of 2017.

The estimated cost for each of the 4 options with inflation added are as follows:

Option A

- Construction $12,467,621
- Soft Cost Estimate $1,500,000
- **Estimated 2017 Total Project Cost $13,967,621**

Option B

- Construction $13,278,825
- Soft Cost Estimate = $1,500,000
- **Estimated 2017 Total Project Cost $14,778,825**

Option C

- Construction $12,412,496
- Soft Cost Estimate = $1,500,000
- **Estimated 2017 Total Project Cost $13,912,496**

Option D

- Construction $12,247,121
- Soft Cost Estimate = $1,500,000
- **Estimated 2017 Total Project Cost $13,747,121**

The difference between the high and low estimated is $1,031,704. Since all concept plans are based on providing the same amount of building area the primary differences in the cost are based on:

1. Reuse or new of existing cold storage buildings
2. Relocation of the existing salt storage shed
3. Amount of site development required

Site Option A:

A. Construction Estimate:

1. 6,000 SF Office Building at $250 / SF = $1,500,000
2. 10,200 SF Shop Space at $180 / SF = $1,836,000
3. 6,800 SF Fleet Maintenance at $200 / SF = $1,360,000
4. 45,700 SF Fleet Storage at $125 / SF = $5,712,500
5. Remodel Cold Storage Buildings = $250,000
6. New Fueling Island with above ground tanks = $200,000
7. Move Salt Storage = $50,000
8. Demolition, Fence and Site Development = $400,000
9. Design & Construction contingency at 5% = $565,425

Construction Estimate = $11,873,925

B. Soft Cost Estimate (Typically Include)**:**

1. A/E Fees
2. Legal Counsel Review
3. Reimbursable Expenses
4. Geotechnical Report
5. Data / Telecom Wiring
6. A/V Systems for Training Room
7. Survey
8. CM / Project Management Fees
9. FF&E (Furniture, Fixtures and equipment)
10. SAC (sewer connection fees through Met Council)
11. WAC (water connection fees)
12. Bond costs
13. Plan review fee
14. Bid Advertising
15. Special Testing (construction)
16. Bid document printing
17. Builders Risk Insurance
18. General Project Contingency

Soft Cost Estimate = $1,400,000

Estimated Total Project Cost for 2016 = $13,273,925

This estimate is based on 2016 construction values.

Based on construction occurring in 2017 cost should be adjusted by 5% to allow for anticipated inflation.

Inflated Construction Estimate for 2017 = $11,873,925 x 5% = $12,467,621
Soft Cost Estimate = $1,500,000

Estimated 2017 Total Project Cost $13,967,621

Site Option B:

A. Construction Estimate:

1. 6,000 SF Office Building at $250 / SF = $1,500,000
2. 10,200 SF Shop Space at $180 / SF = $1,836,000
3. 6,800 SF Fleet Maintenance at $200 / SF = $1,360,000
4. 45,700 SF Fleet Storage at $125 / SF = $5,712,500
5. 18,100 SF Cold Storage Building at $60 / SF = $1,086,000
6. New Fueling Island with above ground tanks = $200,000
7. Move Salt Storage = $50,000
8. Demolition, Fence and Site Development = $300,000
9. Design & Construction contingency at 5% = $602,000

Construction Estimate = $12,646,500

B. Soft Cost Estimate (Typically Include)**:**

1. A/E Fees
2. Legal Counsel Review
3. Reimbursable Expenses
4. Geotechnical Report
5. Data / Telecom Wiring
6. A/V Systems for Training Room
7. Survey
8. CM / Project Management Fees
9. FF&E (Furniture, Fixtures and equipment)
10. SAC (sewer connection fees through Met Council)
11. WAC (water connection fees)
12. Bond costs
13. Plan review fee
14. Bid Advertising
15. Special Testing (construction)
16. Bid document printing
17. Builders Risk Insurance
18. General Project Contingency

Soft Cost Estimate = $1,400,000

Estimated Total Project Cost for 2016 = $14,046,500

This estimate is based on 2016 construction values.

Based on construction occurring in 2017 cost should be adjusted by 5% to allow for anticipated inflation.

Inflated Construction Estimate for 2017 = $12,646,500 x 5% = $13,278,825
Soft Cost Estimate = $1,500,000

Estimated 2017 Total Project Cost $14,778,825

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Site Option C:

A. Construction Estimate:

1. 6,000 SF Office Building at $250 / SF = $1,500,000
2. 10,200 SF Shop Space at $180 / SF = $1,836,000
3. 6,800 SF Fleet Maintenance at $200 / SF = $1,360,000
4. 45,700 SF Fleet Storage at $125 / SF = $5,712,500
5. Remodel Cold Storage Buildings = $250,000
6. New Fueling Island with above ground tanks = $200,000
7. Move Salt Storage = $50,000
8. Demolition, Fence and Site Development = $350,000
9. Design & Construction contingency at 5% = $562,925

Construction Estimate = $11,821,425

B. Soft Cost Estimate (Typically Include)**:**

1. A/E Fees
2. Legal Counsel Review
3. Reimbursable Expenses
4. Geotechnical Report
5. Data / Telecom Wiring
6. A/V Systems for Training Room
7. Survey
8. CM / Project Management Fees
9. FF&E (Furniture, Fixtures and equipment)
10. SAC (sewer connection fees through Met Council)
11. WAC (water connection fees)
12. Bond costs
13. Plan review fee
14. Bid Advertising
15. Special Testing (construction)
16. Bid document printing
17. Builders Risk Insurance
18. General Project Contingency

Soft Cost Estimate = $1,400,000

Estimated Total Project Cost for 2016 = $13,221,425

This estimate is based on 2016 construction values.

Based on construction occurring in 2017 cost should be adjusted by 5% to allow for anticipated inflation.

Inflated Construction Estimate for 2017 = $11,821,425 x 5% = $12,412,496
Soft Cost Estimate = $1,500,000

Estimated 2017 Total Project Cost $13,912,496

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Site Option D:

A. Construction Estimate:

1. 6,000 SF Office Building at $250 / SF = $1,500,000
2. 10,200 SF Shop Space at $180 / SF = $1,836,000
3. 6,800 SF Fleet Maintenance at $200 / SF = $1,360,000
4. 45,700 SF Fleet Storage at $125 / SF = $5,712,500
5. Remodel Cold Storage Buildings = $250,000
6. New Fueling Island with above ground tanks = $200,000
7. Demolition, Fence and Site Development = $250,000
8. Design & Construction contingency at 5% = $555,425

Construction Estimate = $11,663,925

B. Soft Cost Estimate (Typically Include**):**

1. A/E Fees
2. Legal Counsel Review
3. Reimbursable Expenses
4. Geotechnical Report
5. Data / Telecom Wiring
6. A/V Systems for Training Room
7. Survey
8. CM / Project Management Fees
9. FF&E (Furniture, Fixtures and equipment)
10. SAC (sewer connection fees through Met Council)
11. WAC (water connection fees)
12. Bond costs
13. Plan review fee
14. Bid Advertising
15. Special Testing (construction)
16. Bid document printing
17. Builders Risk Insurance
18. General Project Contingency

Soft Cost Estimate = $1,400,000

Estimated Total Project Cost for 2016 = $13,063,925

This estimate is based on 2016 construction values.

Based on construction occurring in 2017 cost should be adjusted by 5% to allow for anticipated inflation.

Inflated Construction Estimate for 2017 = $11,663,925 x 5% = $12,247,121
Soft Cost Estimate = $1,500,000

Estimated 2017 Total Project Cost $13,747,121

END OF SECTION

City of Ramsey
Public Works Study
Proposed Project ImplementationSchedule
November 12, 2015

BKV GROUP

Task Name	2015 Jun	Jul	Aug	Sep	Oct	Nov	Dec	2016 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2017 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2018 Jan	Feb	Mar	Apr	May	Jun	Jul
Public Works Study + Project																																					
BKV Group Study																																					
Development Review Team Meeting					10/7																																
Public Works Committee Meeting					10/20																																
Planning Commission Meeting						11/12																															
Public Works Planning Committee Review						11/17																															
City Council Workshop						11/24																															
City Council Regular Session							12/8																														
Issue Request for Proposals								1/25																													
RFP Interview and Selection Process																																					
Award & Start Design Process												5/17																									
Schematic Design Phase																																					
Design Development Phase																																					
Construction Document Phase																																					
Bidding & Award Phase																																					
Construction Phase																																					
Move Into New Facility																																				6/4	

Task	Project Summary	Inactive Summary	Manual Summary	External Milestone
Split	External Tasks	Manual Task	Start-only	Progress
Milestone	External Milestone	Duration-only	Finish-only	Deadline
Summary	Inactive Milestone	Manual Summary Rollup	External Tasks	

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

CC Regular Session **7. 4.**

Meeting Date: 06/09/2015

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

Consider Strategy for Future Public Works Campus Planning Process

Purpose/Background:

PURPOSE

Provide direction to Staff on how to move forward with planning for a replacement Public Works Campus.

1. Consider Staff recommendation on how to proceed with the space needs analysis (Step 1 of process).
2. Consider Staff recommendation to budget $65,000 for preliminary design in 2016 (Step 2 of process).

BACKGROUND (Public Works Campus)

1. The Public Works department moved from it's original location on Hwy 47 and 142nd Ave to it's current location at 14100 Jaspar St in 1995. The buildings were originally constructed for a company called Minnesota Sawdust in 1984. At the time of the move, we employed 7 full-time maintenance workers and 2 seasonal workers. Today, we employee 17 full time maintenance workers and 8-12 seasonal workers.
2. In 2002 the City of Ramsey purchased the property at 14210 Jaspar St and converted that building to what is now our utility department and sign shop.
3. In 2005 the the Public Works department was granted a interim use permit for a temporary construction trail to house our administrative offices and lunch room.
5. In 2006 we constructed covered storage to protect our winter road salt supply.
6. Since approximately 2007, we have been using off site storage buildings to house seasonal or less frequently used equipment, due to the lack of secure storage space at our campus.

BACKGROUND (Process)

Please see the attached process outline. At this point, the City is at Step 1 (of 5) in the process to plan for, and construct, a replacement Public Works Campus (Space Needs Analysis Stage). The City budgeted $20,000 for this work in 2015 (to be completed in 2015).

Notification:

NA

Observations/Alternatives:

Please review staff recommendation first. If the Council is concerned with the Staff recommendation, below are alternatives to consider:

1. Competitively Bid Step 1 of the attached process (rather than select BKV Group now).
2. Don't budget for Step 2 in 2016 at this time (wait until 2017 or later).
3. Oppose planning for the reconstruction of a replacement Public Works Campus altogether in 2015 (or later).

Funding Source:

General Fund and Enterprise Funds

Recommendation:

1. Consider Staff recommendation on how to proceed with the space needs analysis (Step 1 of process).

Typically, Staff would recommend completing a RFQ (Request for Quotes) for this type of work. However, a RFQ on a space needs analysis can easily turn into a bidding war between engineering firms; which motivates firms to "undercut" their bid on the space needs analysis in an effort to "buy" later steps of engineering/ architectural services (steps 2-5 outlined in the attachment). Unless a solid reason exists, Cities select the lowest quote on any given project. This situation can result in a lack of service/ quality in work delivered. Additionally, it should be noted, a space needs analysis can be a fairly ambiguous in terms of several items (not easy to compare apples to apples--and challenging to draft a very clear RFQ).

As a result of the information outlined above, Staff would feel more comfortable allowing an architectural/ engineering firm that has a good track record with City to complete Step 1 of this process. Then, when it comes to Steps 2-5, staff would recommend architectural/ engineering services for this project be competitively bid (i.e. a standard RFQ process). NOTE: in order for the City to receive quality competitive bids for steps 2-5, the space needs analysis needs to be thorough and of high quality (will make the RFQ very clear). This work is not required to be competitively bid via State Statute.

Attached to this case is a proposal from BKV Group for a space needs analysis (not to exceed $19,500). Staff would recommend awarding BKV Group this work. BKV Group has a solid track record with the City (Fire Station #2 and the Ramsey Municipal Center).

2. Consider Staff recommendation to budget $65,000 for preliminary design in 2016 (Step 2 of process).

As the Council knows, in order to complete a project in 2016, we need to budget for that project in 2015. If the Council is interested in moving this project along in 2016, Staff would recommend budgeting for Step 2 (Preliminary Design) now. Staff was provided a "preliminary/ budgeting" estimation of $55,000 for this work by BKV Group. Staff would recommend the City Council budget $65,000 for Step 2 in 2016.

Action:

Motion to:
Accept the attached proposal for professional services from BKV Group, not to exceed $19,500.

-and-

Direct Staff to budget $65,000 in 2016 for preliminary design of a replacement Public Works Campus.

Attachments

Campus REF MAP (Two Options)

Process Outline

BKV Group Proposal (Step 1 Space Needs)

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	06/04/2015 10:41 AM
Diana Lund	Diana Lund	06/04/2015 10:56 AM
Kurt Ulrich	Kurt Ulrich	06/04/2015 03:24 PM
Form Started By: Patrick Brama		Started On: 06/03/2015 04:57 PM
Final Approval Date: 06/04/2015		

Ramsey Public Works Campus

PROCESS/PROJECT OUTLINE

Estimated Cost: $13M-$15M (11/12/2015)

1. Space Needs Analysis — *Summer/Fall 2016* — *$20,000*

The purpose of this step is to answer a number of questions regarding the existing Public Works site. For example, how are we operating today; and what resources do we have today? What resources/ facilities do we need now and in the future? Can we renovate the existing Public Works campus/ buildings? Should we demolish and rebuild? What alternatives for location and design of a new campus exist; and how much do they cost? Construction of a new Public Works campus will result in available land for redevelopment—what is the highest and best use for redevelopment?

DELIVERABLES:
--Feasibility Report
--Space Needs Analysis
--Master Planning

2. Preliminary Design — *2017* — *$65,000*

The purpose of this stage is to develop schematic designs of the new Public Works Campus; and to select a design. The outcome of this stage is preliminary architectural designs, preliminary site plan documents, preliminary project budget, and overall project design selected.

DELIVERABLES:
--General Building Design and Layout Selected
--Preliminary Detailed Budget, Architectural Plans, and Site Plans

3. Final Design, Specs, Bid Docs — *2017/2018* — *$190,000*

The purpose of this stage is to develop final detailed site plans, architectural plans, civil plans, landscaping plans, electric/ mechanical plans, construction specifications, bid documents, and project budget. This work does have a shelf life of five years. This is work will need to be completed in order to construct a new Public Works Campus. Essentially, the project would be ready-to-bid after this step.

DELIVERABLES:
--Final detailed plans, specifications, bid documents, and budget
--Project would be ready to bid

4. Bidding & Bid Award — *2018/2019* — *$15,000*

The purpose of this stage is to bid and potentially award the proposed construction project to a general contractor. Staff would recommend the City Council have a detailed/formal policy discussion regarding this project before this step is completed. This would entail a detailed review of the project budget and the proposed funding source (bonding). The outcome of said discussion would be consensus support from policy makers for construction of a new Public Works Campus, or not.

DELIVERABLES:
--Bid Tabulation and Potential Bid Award

5. Construction Administration — *2019/2020* — *$20,000*

The purpose of this stage is to physically construct a new Public Works and provide construction administration services. This step would be authorized when a bid is awarded. The number above only outlines the cost for the architect to provide construction administration services (project management).

DISCLAIMER: other than step 1, all numbers included this document are very preliminary, in draft form, unofficial, and not developed by licensed professionals. As this process unfolds, accurate numbers will be provided. These numbers should be utilized for reference purposes only.

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **6. 1.**

Meeting Date: 12/08/2015

By: Diana Lund, Finance

Information

Title:

Public Comment Input on 2016 Tax Levies and General Fund Budget and 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 28, 2015.

A budget/levy slide presentation will be provided that will outline the city's proposed 2016 levies and General Fund Budget.

A brief recap of this presentation are as follows:
2016 Final Overall Levy: $9,971,075-reduction of $205,742 from September Preliminary levy of $10,176,817. Levy reduction factors: Removing the full-time position requests of Drug Task Force Officer and Code Enforcement/Licensing Coordinator; line item reductions, health coverage changes and reduction of one additional full-color newsletter. The final adopted levy in 2015 was $9,407,821.

Levy Components: General Fund Levy: $8,287,721 ($7,921,570 - Year 2015)
Debt Service Levies: $1,609,736 ($1,369,807- Year 2015)
EDA Levy: $ 73,618 ($116,444 - Year 2015)

The levy increase from payable 2015 to payable 2016 is mostly attributed to the newly added debt service for fire station #2 and the first year financing of road reconstruction projects that included Garnet Street; a new full-time public works maintenance worker to start April 1, 2016; and other personnel costs related to COLAs, Step Increases, Pera, health insurance and election judges for election year.

2016 Final Tax Capacity Rate: 43.414% (42.590% - Year 2015)

2016 General Fund Budget: $10,925,127 ($10,423,759 - Year 2015).

2016 EDA Budget: $83,618 ($204,301 - Year 2015)

All EDA and General Fund documents are included together, as the EDA levy calculates into the total general levy calculation of the city and thus accounts for the several motions listed below.

Notification:

At is regular meeting of September 8, 2015, City Council agreed upon December 8, 2015 at 7:00 PM to hold a public meeting on the 2016 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 for City Council to Adopt Resolutions #15-12-294 Adopting the 2015 Payable 2016 Municipal Tax Levies(General, EDA and Debt Service) in the amount of $9,971,075; Adopt Resolution #15-12-295 Adopting the 2016 General Fund Budget in the amount of $10,925,127 and Adopt Resolution #15-12-296 Adopting the 2016 EDA Budget in the amount of $83,618.

Option #2 - Motion for City Council to Adopt Resolutions as stated above in Option 1, but with the following modifications:_____

Option#3 - Motion for City Council to not adopt the attached resolutions. If a final levy is not adopted it reverts back to the final levy of 2015 in the amount of $9,407,821.

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.

Action:

Motion to Adopt Resolution #15-12-294 Adopting the 2015, Payable 2016 Municipal Tax Levies (General, EDA and debt service) in the amount of $9,907,075

and

Motion to Adopt Resolution #15-12-295 Adopting the 2016 General Fund Budget in the amount of $10,925,127

and

Motion to Adopt Resolution #15-12-296 Adopting the 2016 EDA Budget in the amount of $83,618.

Attachments

Res #15-12-294 Adopting the 2015, Payable 2016 Municipal Tax Levy

Res #15-12-295 Adopting the 2016 General Fund Budget

Res #15-12-296 Adopting the 2016 EDA Budget

2015 General Fund Budget Final

2016 Final EDA Budget

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2015 10:50 AM
Form Started By: Diana Lund		Started On: 11/24/2015 05:15 PM

Final Approval Date: 12/03/2015

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #15-12-294

RESOLUTION ADOPTING THE 2015, PAYABLE 2016, 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 2015, payable 2016, 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)	$ 1,477,512	
Collected as Property Tax – EDA Levy	73,618	
Collected as Property Tax – General Levy	6,810,209	$ 8,361,339
DEBT SERVICE LEVY		
CIP Bonds (Fire #1 & Fire #2)	256,633	
Capital Equipment Certificates	177,946	
Road Reconstruction Bond	103,144	
Lease Revenue Bonds	1,072,013	$1,609,736
TOTAL CERTIFIED LEVIES		$ 9,971,075

2) That this final levy does not exceed the Proposed Levy adopted September 8, 2015.

3) That the City will not be levying the $338,664 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 $1,125,613 (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 $1,072,013.

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 Monday, December 28, 2015.

That 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:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 8th day of December, 2015.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #15-12-295

RESOLUTION ADOPTING THE 2016 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, 2016 is hereby adopted for the General Fund as follows:

GENERAL FUND

Revenues:	
Property Taxes	$ 8,292,716
Licenses and Permits	447,100
Intergovernmental Revenues	434,555
Charges for Services	611,700
Fines and Forfeitures	71,000
Other Revenues-	
Interest Earnings	160,000
Miscellaneous	15,800
Other Financing Sources	892,256
Total Revenues	$ 10,925,127
Operating and Capital Expenditures:	
General Government	$ 2,906,498
Public Safety	4,565,625
Public Works	2,259,358
Parks and Recreation	1,043,452
Contingency	27,025
Other Financing Uses	123,169
Total Operating and Capital Expenditures	$10,925,127

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 Monday, December 28, 2015.

3) That all contractual agreements contained within the 2016 General Fund Budget will be considered ratified.

4) That all itemized capital equipment purchases contained within the 2016 General Fund Budget will be considered ratified.

That 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:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 8th day of December, 2015.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #15-12-296

RESOLUTION ADOPTING THE 2016 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, 2016 is hereby adopted for the Economic Development Authority Fund as follows:

ECONOMIC DEVELOPMENT FUND

Revenues:	
Taxes (EDA Levy)	$ 73,618
Interest Earnings	$ 10,000
Other Financing Sources	$ 0
Total Revenues	$ 83,618
Operating and Capital Expenditures:	
Personal Services	$ 5,928
Supplies	$ 16,000
Services and Charges	$ 61,690
Total Operating and Capital Expenditures	$ 83,618

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2015.

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Mayor

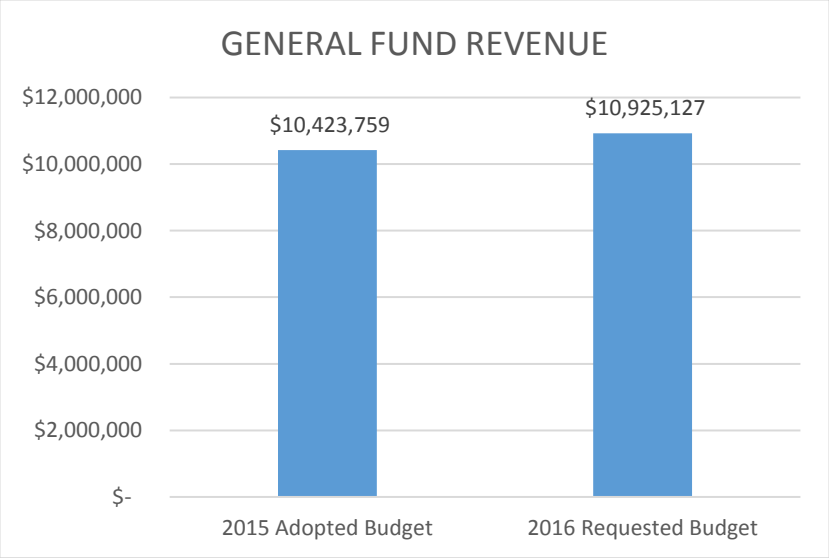
ATTEST:

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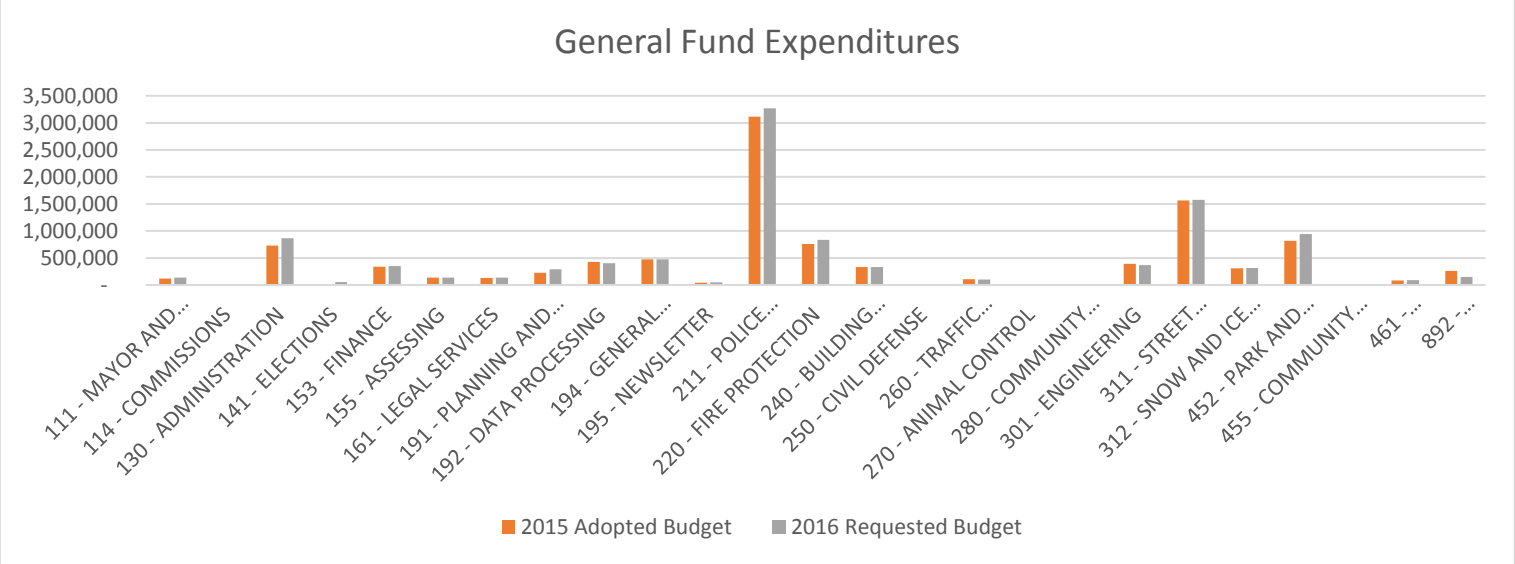
City Clerk

FUND: GENERAL

REVENUES			
Business Unit	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
9101 - GENERAL FUND REVENUE	$ 10,423,759	$ 10,925,127	$ 501,368
TOTAL REVENUE	**10,423,759**	**10,925,127**	**501,368**



EXPENDITURES			
Business Unit	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
111 - MAYOR AND COUNCIL	119,958	138,455	18,497
114 - COMMISSIONS	9,448	9,467	19
130 - ADMINISTRATION	728,184	863,805	135,621
141 - ELECTIONS	10,454	53,196	42,742
153 - FINANCE	336,620	349,174	12,554
155 - ASSESSING	136,000	137,000	1,000
161 - LEGAL SERVICES	133,200	135,300	2,100
191 - PLANNING AND ZONING	228,715	289,656	60,941
192 - DATA PROCESSING	424,440	406,236	(18,204)
194 - GENERAL GOVERNMENT BUILDINGS	475,952	476,267	315
195 - NEWSLETTER	39,831	47,942	8,111
211 - POLICE PROTECTION	3,116,904	3,271,116	154,212
220 - FIRE PROTECTION	757,431	834,057	76,626
240 - BUILDING INSPECTION	330,326	330,354	28
250 - CIVIL DEFENSE	12,300	11,900	(400)
260 - TRAFFIC ENGINEERING	106,837	101,448	(5,389)
270 - ANIMAL CONTROL	8,250	8,050	(200)
280 - COMMUNITY ORIENTING POLICING	6,450	8,700	2,250
301 - ENGINEERING	392,089	367,815	(24,274)
311 - STREET MAINTENANCE	1,565,081	1,575,360	10,279
312 - SNOW AND ICE REMOVAL	311,376	316,183	4,807
452 - PARK AND RECREATION	817,156	941,877	124,721
455 - COMMUNITY PROGRAMS	9,775	12,000	2,225
461 - ENVIRONMENTAL SERVICES	83,723	89,575	5,852
892 - MISCELLANEOUS/CONTINGENCY	263,259	150,194	(113,065)
TOTAL EXPENDITURES	**$ 10,423,759**	**$ 10,925,127**	**$ 501,368**



FUND GENERAL **DEPARTMENT:** N/A
FUNCTION: N/A

REVENUES						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
9101	4011	CURRENT-AD VALOREM TAXES	$ 5,719,801	$ 6,821,570	$ 7,087,716	$ 266,146
9101	4012	DELINQUENT-AD VALOREM TAXES	60,718	75,000	75,000	-
9101	4014	FISCAL DISPARITIES	1,355,851	1,100,000	1,200,000	100,000
9101	4015	EXCESS TAX INCREMENTS	119,556	10,000	10,000	-
9101	4018	PENALTY/INT-AD VALOREM TAXES	16,081	20,000	20,000	-
9101	401A	CURRENT-UNCOLLECTED ALLOWANCE		(100,000)	(100,000)	-
9101	4140	CREDIT CARD PROCESSING FEES	(7,210)	(7,000)	(10,000)	(3,000)
9101	4155	LIQUOR-ON SALE	43,550	42,000	42,000	-
9101	4156	LIQUOR-OFF SALE	948	1,100	1,100	-
9101	4159	MECHANICAL LICENSE	8,850	8,000	8,000	-
9101	4163	PAWNSHOP LICENSE	7,121	8,000	8,000	-
9101	4164	CIGARETTE SALES LICENSE	2,062	4,000	3,000	(1,000)
9101	4165	REFUSE HAULERS LICENSE	350	500	500	-
9101	4166	MOTOR VEHICLES LICENSE	5,832	6,000	6,000	-
9101	4168	PEDDLERS LICENSE	1,700	1,500	1,500	-
9101	4169	GASOLINE SALES LICENSE	1,769	2,500	2,000	(500)
9101	4170	OTHER BUSINESS LICENSES & PERM	780	1,500	1,000	(500)
9101	4171	INVESTIGATIVE FEES	2,609	-	-	-
9101	4205	BUILDING PERMIT	226,624	235,032	235,000	(32)
9101	4206	PLUMBING PERMIT	30,077	20,000	30,000	10,000
9101	4207	ANIMAL LICENSE	851	1,000	1,000	-
9101	4208	HEATING PERMIT	31,894	20,000	30,000	10,000
9101	4209	CONDITIONAL USE PERMIT	6,130	4,000	4,000	-
9101	4211	SIGN PERMITS	2,725	2,000	2,000	-
9101	4212	RENTAL LICENSE	2,700	10,000	5,000	(5,000)
9101	4213	FIRE PERMIT	4,666	5,000	5,000	-
9101	4214	ELECTRICAL INSPECTION PERMIT	42,158	20,000	40,000	20,000
9101	4220	SEPTIC SYSTEM PERMIT	22,880	20,000	20,000	-
9101	4221	URBAN SEWER PERMIT	4,697	5,000	5,000	-
9101	4222	URBAN WATER PERMIT	6,175	5,000	5,000	-
9101	4230	OTHER NON-BUSINESS LIC & PERM	1,385	2,000	2,000	-
9101	4253	FEDERAL EXCISE TAX REFUND	7,217	7,000	7,000	-
9101	4262	LOCAL GOVERNMENT AID	91,381	110,350	111,305	955
9101	4263	MARKET VALUE HOMESTEAD CREDIT	2,268	-	-	-
9101	4268	MSA FOR STREETS	140,000	140,000	140,000	-
9101	4269	POLICE - INSURANCE PREMIUM TAX	164,378	150,000	165,000	15,000
9101	4271	POST BOARD REIMBURSEMENT	6,758	7,500	7,500	-
9101	4272	STATE EXCISE TAX REFUND	271	250	250	-
9101	4273	OTHER STATE GRANTS & AIDS	20,203	3,500	3,500	-
9101	4287	OTHER LOCAL GOVERNMENT GRANTS	-	-		-
9101	4304	RENTAL FEES - REAL PROPERTY	5,765	7,500	7,500	-

FUND GENERAL **DEPARTMENT:** N/A
FUNCTION: N/A

REVENUES						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
9101	4305	RENTAL FEES	150,635	124,000	135,000	11,000
9101	4306	ZONING & SUBDIVISION FEES	1,950	-	-	-
9101	4307	PLAN CHECKING FEES	96,144	75,000	110,000	35,000
9101	4308	SALES OF MAPS & PUBLICATIONS	1,951	1,000	1,000	-
9101	4309	ASSESSMENT SEARCHES	2,485	3,500	3,000	(500)
9101	4312	GENERAL GOVERNMENT STAFF TIME	15,369	8,000	10,000	2,000
9101	4326	SPECIAL POLICE SERVICES	25,176	5,000	5,000	-
9101	4327	SPECIAL FIRE PROTECTION SERVIC	56,545	35,000	40,000	5,000
9101	4328	ACCIDENT REPORTS	2,417	1,200	1,500	300
9101	4329	OPEN BURN PERMIT FEES	1,350	1,000	1,200	200
9101	4330	OTHER PUBLIC SAFETY	8,547	7,000	8,000	1,000
9101	4337	ENGINEERING	257,570	274,000	274,000	-
9101	4338	PLAN & SPECIFICATION FEES	340	500	500	-
9101	4339	OTHER PUBLIC WORKS	8,537	8,000	8,000	-
9101	4347	OTHER CULTURE-RECREATION	8,642	5,000	7,000	2,000
9101	4452	COURT FINES	67,820	67,000	67,000	-
9101	4453	OTHER FINES & FORFEITS	515	-		-
9101	4454	ADMINISTRATIVE FINES	3,881	4,000	4,000	-
9101	4604	SURCHARGES	780	750	750	-
9101	4605	ELECTION FILING FEES	35	-	50	50
9101	4609	OTHER MISCELLANEOUS REVENUES	66,317	12,000	15,000	3,000
9101	4701	INTEREST ON INVESTMENTS	209,969	60,000	160,000	100,000
9101	4901	TRANSFER IN FROM OTHER FUNDS	931,934	962,007	892,256	(69,751)
Total Revenue			**$ 10,080,480**	**$ 10,423,759**	**$ 10,925,127**	**$ 501,368**

FUND GENERAL **DEPARTMENT:** MAYOR AND COUNCIL
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0111	6104	PART TIME-WAGES & SALARIES	$ 44,000	$ 44,000	$ 44,000	$ -
0111	6121	PERA CONTRIBUTIONS	900	900	900	-
0111	6122	FICA/MEDICARE CONTRIBUTIONS	3,366	3,366	3,366	-
0111	6133	WORKERS COMP INSURANCE PREMIUM	89	154	154	-
0111	6247	HAPPY DAYS SUPPLIES	7,000	10,000	10,000	-
0111	6249	MISCELLANEOUS OPERATING SUPPLY	12,593	14,100	14,500	400
0111	6315	MISCELLANEOUS PROFESSIONAL SER	11,750	-	12,250	12,250
0111	6322	POSTAGE	-	-	-	-
0111	6331	TRAVEL & LODGING	-	2,500	7,500	5,000
0111	6335	TRAINING	955	2,500	2,500	-
0111	6361	GENERAL LIABILITY/PROPERTY INS	1,142	1,350	1,300	(50)
0111	6451	MEMBERSHIP DUES	35,883	41,088	41,985	897
Total Expenditure			**$ 117,678**	**$ 119,958**	**$ 138,455**	**$ 18,497**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
Mayor	1.00	1.00	1.00	-
Council	6.00	6.00	6.00	-
	7.00	**7.00**	**7.00**	**-**

BUDGET HIGHLIGHTS

- Bi-Annual Resident Survey: $12,500 (Offset with an annual $3,400 state contribution)
- **2015-2018 Strategic Plan:** Travel for Lobbying for Improvements to Highway 10: $5,000

GOALS OF CURRENT YEAR BUDGET:

- Establish and implement a Strategic Action Plan
- Establish legislative priorities for the City
- Maintain a stable tax levy rate
- Advocate for Highway 10 Improvements at the State and Federal Level

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Tax Levy Rate	44.24%	42.26%	43.00%
Sale of City Owned Land (Net land proceeds, dollars)	$ 154,000	$ 3,219,468	$ 1,500,000
Sale of City Owned Land (acres)	0.81	32.87	15
State and Federal Funding Allocated for U.S. Highway 10 (dollars)	$ 6,147,000	$ 21,633,308	$ 5,000,000

FUND GENERAL **DEPARTMENT:** COMMISSIONS
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0114	6105	TEMPORARY-WAGES & SALARIES	$ 4,175	$ 8,660	$ 8,660	$ -
0114	6122	FICA/MEDICARE CONTRIBUTIONS	319	663	663	-
0114	6133	WORKERS COMP INSURANCE PREMIUM	17	50	69	19
0114	6322	POSTAGE	-	-	-	-
0114	6361	GENERAL LIABILITY/PROPERTY INS	44	75	75	-
Total Expenditure			**$ 4,555**	**$ 9,448**	**$ 9,467**	**$ 19**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
Charter Commission Members	9.00	9.00	9.00	-
Planning Commission Members	7.00	7.00	7.00	-
	16.00	**16.00**	**16.00**	**-**

BUDGET HIGHLIGHTS

- No changes

GOALS OF CURRENT YEAR BUDGET:

- Assist the City Council in the implementation of the City's 3-Year Strategic Action Plan
- Implement individual commissions' work plans and missions
- Implement and manage individual commissions' budgets

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
# of Meetings: Charter Commission	3	1	1
# of Meetings: Economic Development Authority Commission	10	11	11
# of Meetings: Environmental Policy Board Commission	10	10	10
# of Meetings: Parks and Recreation Commission	10	10	10
# of Meetings: Planning Commission	12	12	12
# of Meetings: City Council Regular Session	23	22	22
# of Meetings: City Council Work Session	31	30	30
# of Meetings: Public Works Committee	9	10	10
# of Meetings: Housing & Redevelopment Authority	16	0	0

FUND GENERAL **DEPARTMENT:** ADMINISTRATION
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
0130	6102	F.T. REGULAR-WAGES & SALARIES	$ 384,916	$ 455,762	$ 546,729	$ 90,967
0130	6103	FULL TIME-REGULAR-OVERTIME	120	-	2,000	2,000
0130	6104	PART TIME-WAGES & SALARIES	12,159	-	-	-
0130	6105	TEMPORARY-WAGES & SALARIES	11,129	12,480	14,560	2,080
0130	6108	SEVERANCE PAY	54	-	-	-
0130	6121	PERA CONTRIBUTIONS	28,162	34,183	41,155	6,972
0130	6122	FICA/MEDICARE CONTRIBUTIONS	30,341	37,580	46,321	8,741
0130	6123	ICMA RETIREMENT TRUST	2,000	2,000	2,000	-
0130	6131	GROUP INSURANCE	31,816	38,851	61,434	22,583
0130	6133	WORKERS COMP INSURANCE PREMIUM	1,838	3,558	3,006	(552)
0130	6203	DUPLICATING SUPPLY & COPY PAPE	1,712	5,000	2,500	(2,500)
0130	6204	STATIONERY, ENVELOPES & FORMS	2,263	1,400	2,500	1,100
0130	6208	MISCELLANEOUS OFFICE SUPPLIES	5,757	4,800	5,500	700
0130	6246	MARKETING	-	-	10,000	10,000
0130	6249	MISCELLANEOUS OPERATING SUPPLY	4,491	4,750	4,750	-
0130	6305	MEDICAL/PSYCHOLOGICAL FEES	15,958	13,500	16,000	2,500
0130	6306	PERSONNEL TESTING & RECRUITMT	921	1,600	2,000	400
0130	6315	MISCELLANEOUS PROFESSIONAL SER	43,842	48,220	48,000	(220)
0130	6321	TELEPHONE	1,321	1,700	1,700	-
0130	6322	POSTAGE	926	1,000	1,000	-
0130	6323	CELLULAR PHONES	1,761	2,500	2,250	(250)
0130	6331	TRAVEL & LODGING	406	4,000	2,000	(2,000)
0130	6334	MILEAGE REIMBURSEMENT	52	-	300	300
0130	6335	TRAINING	13,125	16,500	15,000	(1,500)
0130	6352	GENERAL NOTICE & PUBLIC INFOR	1,604	1,500	2,000	500
0130	6353	ORDINANCE PUBLICATION	696	1,500	1,500	-
0130	6354	HELP WANTED ADVERTISEMENTS	2,791	2,000	2,500	500
0130	6361	GENERAL LIABILITY/PROPERTY INS	7,372	6,700	8,100	1,400
0130	6405	OFFICE & DATA PROCESSING EQUIP	12,097	13,000	13,500	500
0130	6451	MEMBERSHIP DUES	2,726	3,250	3,500	250
0130	6452	SUBSCRIPTIONS	872	850	2,000	1,150
0130	6489	OTHER CONTRACTED SERVICES	4,240	10,000	-	(10,000)
Total Expenditure			**$ 627,468**	**$ 728,184**	**$ 863,805**	**$ 135,621**

FUND GENERAL **DEPARTMENT:** ADMINISTRATION
FUNCTION: GENERAL GOVERNMENT

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
City Administrator	1.00	1.00	1.00	-
Assistant City Administrator/Econ Dev Dir	-	1.00	1.00	-
Human Resources Manager	1.00	1.00	1.00	-
City Clerk	1.00	1.00	1.00	-
Office Assistant	0.62	1.00	1.00	-
Administrative Clerks	1.30	1.00	1.00	-
Mgmt Intern	0.50	0.50	0.50	-
Assistant to City Administrator - Management Analyst	1.00	-	-	-
Public Information & Events Specialist I	-	1.00	1.00	-
Receptionist	1.00	1.00	1.00	-
	7.42	**8.50**	**8.50**	**-**

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- Reclass Public Information & Events Specialist I to Public Information & Events Specialist II: $5,207

GOALS OF CURRENT YEAR BUDGET:

- Oversee implementation of the Council Strategic Action Plan and Legislative Priorities
- Optimize use of non-city funding through joint projects, grants, and partnerships
- Actively participate in effort to secure funding for U.S. Highway 10 improvements
- Develop metric to ensure proper public safety staffing levels based on quantifiable growth thresholds
- Evaluate staffing deployment and process effectiveness in Community Development
- Identify opportunties for community volunteer work
- Develop and adopt a City-wide communications plan
- Develop a staff and citizen recognition program
- Initiate a strategy to highlight City employees and job duties

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Strategic action plan items completed (all departments)	37 of 72	12 of 36	24 of 36
Strategic action plan items completed (Admin only)	24 of 35	5 of 14	10 of 14
Turnover rate in staff (w/out layoffs)	2.8%	NA	NA

FUND GENERAL **DEPARTMENT:** ELECTIONS
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0141	6102	F.T. REGULAR-WAGES & SALARIES	$ 12,326	$ 3,584	$ 13,183	$ 9,599
0141	6103	FULL TIME-REGULAR-OVERTIME	675	-	-	-
0141	6104	PART TIME-WAGES & SALARIES	725	-	-	-
0141	6105	TEMPORARY-WAGES & SALARIES	23,418	-	27,000	27,000
0141	6121	PERA CONTRIBUTIONS	995	269	989	720
0141	6122	FICA/MEDICARE CONTRIBUTIONS	1,065	274	3,074	2,800
0141	6133	WORKERS COMP INSURANCE PREMIUM	150	27	300	273
0141	6208	MISCELLANEOUS OFFICE SUPPLIES	-	-	300	300
0141	6249	MISCELLANEOUS OPERATING SUPPLY	1,276	25	1,500	1,475
0141	6281	SMALL TOOLS & MINOR EQUIPMENT	3,686	-	-	-
0141	6322	POSTAGE	1,278	15	200	185
0141	6361	GENERAL LIABILITY/PROPERTY INS	448	150	500	350
0141	6451	MEMBERSHIP DUES	220	260	300	40
0141	6580	OTHER EQUIPMENT	-	5,850	5,850	-
Total Expenditure			**$ 46,262**	**$ 10,454**	**$ 53,196**	**$ 42,742**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- Election Year

GOALS OF CURRENT YEAR BUDGET:

- To run a smooth election, making it a positive experience for our voters
- To maintain 100% vote count accuracy
- To hire qualified Election Judges

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Number of Votes	8,416	No Election	14,000
Number of Voters registered Eletion Day	492	No Election	1,000
Number of Wards	4	4	4
Number of Precincts	8	8	8
Percent Voting	58%	No Election	79%

FUND GENERAL **DEPARTMENT:** FINANCE
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0153	6102	F.T. REGULAR-WAGES & SALARIES	$ 199,867	$ 223,229	$ 235,220	$ 11,991
0153	6121	PERA CONTRIBUTIONS	14,409	16,742	17,642	900
0153	6122	FICA/MEDICARE CONTRIBUTIONS	14,678	18,319	19,110	791
0153	6131	GROUP INSURANCE	25,109	30,877	31,256	379
0153	6133	WORKERS COMP INSURANCE PREMIUM	962	1,753	1,346	(407)
0153	6204	STATIONERY, ENVELOPES & FORMS	1,154	900	1,000	100
0153	6208	MISCELLANEOUS OFFICE SUPPLIES	120	800	500	(300)
0153	6302	AUDITING & ACCOUNTING SERVICES	27,200	28,000	28,500	500
0153	6321	TELEPHONE	451	600	500	(100)
0153	6322	POSTAGE	2,020	2,400	2,400	-
0153	6335	TRAINING	883	3,500	2,000	(1,500)
0153	6352	GENERAL NOTICE & PUBLIC INFOR	1,223	1,200	1,300	100
0153	6361	GENERAL LIABILITY/PROPERTY INS	4,025	4,300	4,300	-
0153	6451	MEMBERSHIP DUES	529	500	600	100
0153	6489	OTHER CONTRACTED SERVICES	3,064	3,500	3,500	-
Total Expenditure			**$ 295,694**	**$ 336,620**	**$ 349,174**	**$ 12,554**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
Finance Director	1.00	1.00	1.00	-
Asst. Finance Director	1.00	1.00	1.00	-
Accountant I	1.00	1.00	-	(1.00)
Accountant II	-	-	1.00	1.00
Senior Accounting Clerk			1.00	1.00
Accounting Clerk	0.70	1.00	-	(1.00)
	3.70	**4.00**	**4.00**	**-**

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- Reclass Accountant I to Accountant II: $1,440
- Reclass Accounting Clerk to Senior Accounting Clerk: $1,867

GOALS OF CURRENT YEAR BUDGET:
• Prepare an all-inclusive integrated budget document • Review and update city fund policies • Continued long-term financial planning (5-Year Budget & CIP) • Continued CAFR award recognition • Present budget for Distinguished Budget Recognition award • Ensure compliance with state and federal laws

Performance Measurements:			
	2014 Actual	**2015 Estimate**	**2016 Projected**
Average Rate of Return	1.42%	1.50%	1.80%
Bond Rating	AA+	AA+	AA+
Vendor Checks Issued	2,764	2,847	2,932

FUND GENERAL **DEPARTMENT:** ASSESSING
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
0155	6489	OTHER CONTRACTED SERVICES	$ 134,984	$ 136,000	$ 137,000	$ 1,000
Total Expenditure			**$ 134,984**	**$ 136,000**	**$ 137,000**	**$ 1,000**

PERSONNEL COMPLEMENT				
	2014 Budget Final (Actuals)	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- Inflationary adjustment only

GOALS OF CURRENT YEAR BUDGET:

- Increase number of in-person assessment appraisals to better reflect market values

Performance Measurements:			
	2014 Actual	**2015 Estimate**	**2016 Projected**
Number of Assessed Parcels - Residential Properties	8,308	8,433	8,559
Number of Assessed Parcels - Commercial Properties	345	350	355

FUND GENERAL **DEPARTMENT:** LEGAL
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0161	6304	LEGAL FEES	$ 122,341	$ 132,000	$ 134,000	$ 2,000
0161	6361	GENERAL LIABILITY/PROPERTY INS	1,199	1,200	1,300	100
Total Expenditure			**$ 123,540**	**$ 133,200**	**$ 135,300**	**$ 2,100**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- Slight increase due to request for services outside of retainer

GOALS OF CURRENT YEAR BUDGET:

- Ensure city compliance with all laws

FUND GENERAL **DEPARTMENT:** PLANNING AND ZONING
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0191	6102	F.T. REGULAR-WAGES & SALARIES	$ 110,025	$ 125,861	$ 156,507	$ 30,646
0191	6105	TEMPORARY-WAGES & SALARIES	10,395	24,960	14,560	(10,400)
0191	6121	PERA CONTRIBUTIONS	7,859	9,440	11,738	2,298
0191	6122	FICA/MEDICARE CONTRIBUTIONS	8,987	12,310	13,966	1,656
0191	6131	GROUP INSURANCE	16,360	18,187	22,986	4,799
0191	6133	WORKERS COMP INSURANCE PREMIUM	570	1,207	869	(338)
0191	6208	MISCELLANEOUS OFFICE SUPPLIES	295	600	1,500	900
0191	6249	MISCELLANEOUS OPERATING SUPPLY	1,008	2,000	2,000	-
0191	6315	MISCELLANEOUS PROFESSIONAL SER	6,965	20,000	51,580	31,580
0191	6321	TELEPHONE	387	1,000	500	(500)
0191	6322	POSTAGE	449	600	750	150
0191	6323	CELLULAR PHONES	654	1,000	1,500	500
0191	6325	LONG DISTANCE CHARGES	-	100	-	(100)
0191	6331	TRAVEL & LODGING	427	2,000	1,500	(500)
0191	6334	MILEAGE REIMBURSEMENT	-	500	500	-
0191	6335	TRAINING	1,685	3,000	3,000	-
0191	6352	GENERAL NOTICE & PUBLIC INFOR	1,010	1,500	1,500	-
0191	6361	GENERAL LIABILITY/PROPERTY INS	1,660	2,000	2,000	-
0191	6451	MEMBERSHIP DUES	595	1,500	1,500	-
0191	6452	SUBSCRIPTIONS	476	600	850	250
0191	6471	BOOKS & PAMPHLETS	142	350	350	-
Total Expenditure			**$ 169,949**	**$ 228,715**	**$ 289,656**	**$ 60,941**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
Economic Development Manager	1.00	-	-	-
City Planner (Funded under Dept 461)	1.00	1.00	1.00	-
Community Development Director	1.00	1.00	1.00	-
Community Development Assistant	1.00	1.00	1.00	-
Planning Intern	0.50	0.50	0.50	-
Rental License Intern	0.50	0.50	-	(0.50)
	5.00	**4.00**	**3.50**	**(0.50)**

BUDGET HIGHLIGHTS
• 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
• **2015-2018 Strategic Plan:** Full-Time Code Enforcement License Coordinator: $58,046 (net of rental license intern)

GOALS OF CURRENT YEAR BUDGET:

- All Land Use Applications processed with 60 days
- Plan Review completed within 10 business days
- Complete preliminary drafts of the Comprehensive Plan Update
- Centralize Code Enforcement Program within the Division (from Police Department)
- Code Enforcement case compliance within 14 days (nuisance) to 30 days (buildings).

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Number of Land Use Applications	40	43	45
Number of Permits	1898	2000	2250
Number of Code Enforcement Cases	617	625	650

FUND GENERAL **DEPARTMENT:** DATA PROCESSING
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
0192	6102	F.T. REGULAR-WAGES & SALARIES	$ 61,504	$ 68,776	$ 73,917	$ 5,141
0192	6104	PART TIME-WAGES & SALARIES	15,145	22,183	34,425	12,242
0192	6121	PERA CONTRIBUTIONS	5,438	6,822	8,126	1,304
0192	6122	FICA/MEDICARE CONTRIBUTIONS	5,709	6,958	8,288	1,330
0192	6131	GROUP INSURANCE	9,623	10,104	11,493	1,389
0192	6133	WORKERS COMP INSURANCE PREMIUM	378	728	867	139
0192	6206	FILM, MICROFILM, TAPES, DISKS	107	-	-	-
0192	6208	MISCELLANEOUS OFFICE SUPPLIES	19	300	300	-
0192	6249	MISCELLANEOUS OPERATING SUPPLY	1,509	600	300	(300)
0192	6281	SMALL TOOLS & MINOR EQUIPMENT	31,576	30,000	41,300	11,300
0192	6321	TELEPHONE	8,667	14,000	12,000	(2,000)
0192	6335	TRAINING	-	500	2,500	2,000
0192	6361	GENERAL LIABILITY/PROPERTY INS	4,340	4,000	4,600	600
0192	6405	OFFICE & DATA PROCESSING EQUIP	192,189	199,469	208,120	8,651
0192	6580	OTHER EQUIPMENT	-	31,000	-	(31,000)
0192	6585	COMPUTER HARDWARE/SOFTWARE	110,024	29,000	-	(29,000)
Total Expenditure			**$ 446,228**	**$ 424,440**	**$ 406,236**	**$ (18,204)**

PERSONNEL COMPLEMENT				
	2014 Budget Final (Actuals)	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
IT Manager	1.00	1.00	1.00	-
IT Tech	0.50	0.50	0.50	-
	1.50	1.50	1.50	-

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- **2015-2018 Strategic Plan:** Cameras for Elm Crest Park & Municipal Center Front Lot: $13,800
- LOGIS Application Support Contract - $10,195 Increase
- No Capital Purchases for 2016

GOALS OF CURRENT YEAR BUDGET:

- Ensure all city staff have the technology resources available to them to provide efficient service.
- Maintain and implement current technologies into the existing work environments and infrustructure.
- Identify any opportunities for improvement and seek out solutions to improve city services.

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Number of Physical Servers	5	7	9
Number of Desktop PCs / Laptops	130	142	152
Number of Phones	95	95	98
Number of Mobile Phones	59	61	63
Number of Tablets	2	5	6
Number of Wireless Access Points	7	8	10

FUND GENERAL **DEPARTMENT:** GENERAL GOVERN. BUILDINGS
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
0194	6102	F.T. REGULAR-WAGES & SALARIES	$ 92,086	$ 108,596	$ 111,193	$ 2,597
0194	6103	FULL TIME-REGULAR-OVERTIME	1,230	-	-	-
0194	6104	PART TIME-WAGES & SALARIES	18,457	24,080	25,810	1,730
0194	6107	OVERTIME-PART TIME	236	-	-	-
0194	6121	PERA CONTRIBUTIONS	8,080	9,951	10,275	324
0194	6122	FICA/MEDICARE CONTRIBUTIONS	8,258	10,150	10,776	626
0194	6131	GROUP INSURANCE	23,758	24,957	22,986	(1,971)
0194	6133	WORKERS COMP INSURANCE PREMIUM	4,397	7,218	5,527	(1,691)
0194	6221	CLEANING SUPPLIES	1,776	2,500	2,500	-
0194	6223	GASOLINE	3,130	3,000	3,000	-
0194	6225	DIESEL FUEL	214	2,000	2,000	-
0194	6231	UNIFORMS & TURN-OUT GEAR	-	-	1,500	1,500
0194	6249	MISCELLANEOUS OPERATING SUPPLY	12,262	13,000	13,000	-
0194	6257	OTHER VEHICLE PARTS	399	1,000	1,500	500
0194	6259	BUILDING MAINT/REPAIR SUPPLIES	4,711	5,000	5,200	200
0194	6275	OTHER EQUIPMENT PARTS	-	-	-	-
0194	6281	SMALL TOOLS & MINOR EQUIPMENT	1,889	4,000	4,000	-
0194	6323	CELLULAR PHONES	1,177	1,500	1,500	-
0194	6361	GENERAL LIABILITY/PROPERTY INS	11,710	16,000	16,000	-
0194	6371	ELECTRIC UTILITIES	88,673	102,000	100,000	(2,000)
0194	6372	WATER/IRRIGATION	3,292	6,000	4,000	(2,000)
0194	6373	GAS	37,515	37,000	39,000	2,000
0194	6374	REFUSE/RECYCLING	3,576	6,000	4,500	(1,500)
0194	6381	BUILDING & STRUCTURE REPAIR	9,774	10,000	10,000	-
0194	6382	MACHINERY & EQUIPMENT REPAIR	11,320	10,000	10,000	-
0194	6388	OTHER VEHICLE REPAIR	445	1,000	1,000	-
0194	6415	OTHER EQUIPMENT RENTAL	619	1,000	1,000	-
0194	6417	UNIFORM RENTAL	-	-	-	-
0194	6489	OTHER CONTRACTED SERVICES	8,724	70,000	70,000	-
Total Expenditure			**$ 357,708**	**$ 475,952**	**$ 476,267**	**$ 315**

PERSONNEL COMPLEMENT				
	2014 Budget Final (Actuals)	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
Building Maintenance Supervisor	1.00	1.00	1.00	-
Building Maintenance Worker	2.50	2.63	2.63	-
	3.50	**3.63**	**3.63**	**-**

BUDGET HIGHLIGHTS
• 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
• Increase in parking ramp maintenance costs: $13,741

GOALS OF CURRENT YEAR BUDGET:
‹ Clean and maintain our municipal buildings to the highest level possible
‹ Continue to prepare and support voting precincts during elections
‹ Respond to all maintenance requests in a timely manner

Performance Measurements:			
	2014 Actual	**2015 Estimate**	**2016 Projected**
Buildings Maintained	12	12	12
Rooms Prepared for Meetings Annually	1118	1175	1210
Maintenance Request Cleared	48	40	40

FUND GENERAL **DEPARTMENT:** NEWSLETTER
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0195	6102	F.T. REGULAR-WAGES & SALARIES	$ 2,373	$ 10,077	$ 10,278	$ 201
0195	6121	PERA CONTRIBUTIONS	172	756	771	15
0195	6122	FICA/MEDICARE CONTRIBUTIONS	196	771	786	15
0195	6133	WORKERS COMP INSURANCE PREMIUM	10	77	82	5
0195	6322	POSTAGE	5,808	6,750	8,125	1,375
0195	6352	GENERAL NOTICE & PUBLIC INFOR	19,247	21,000	27,500	6,500
0195	6361	GENERAL LIABILITY/PROPERTY INS	272	400	400	-
Total Expenditure			**$ 28,078**	**$ 39,831**	**$ 47,942**	**$ 8,111**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- **2015-2018 Strategic Plan:** Increase Communications: Restore full color newsletter back to 6 publications
- Increase costs of $12,000 for printing & $3,750 for postage

GOALS OF CURRENT YEAR BUDGET:

- Restore publications of the newsletter to six, full size, color issues
- Improve appearance and content of newsletter

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Number of newsletters completed annually	6	6	6
Number of full color newsletters completed annually	4	6	6
Number of pages published annually	80	80	100
Annual number of purchased advertisements	46	50	70

FUND GENERAL **DEPARTMENT:** POLICE PROTECTION
FUNCTION: PUBLIC SAFETY

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
0211	6102	F.T. REGULAR-WAGES & SALARIES	$ 1,869,182	$ 1,955,335	$ 2,077,245	$ 121,910
0211	6103	FULL TIME-REGULAR-OVERTIME	62,930	75,000	65,000	(10,000)
0211	6104	PART TIME-WAGES & SALARIES	47,268	53,442	51,993	(1,449)
0211	6105	TEMPORARY-WAGES & SALARIES	7,476	-	-	-
0211	6106	OVERTIME-TEMPORARY	170	-	-	-
0211	6108	SEVERANCE PAY	-	-	-	-
0211	6121	PERA CONTRIBUTIONS	278,822	311,023	336,193	25,170
0211	6122	FICA/MEDICARE CONTRIBUTIONS	43,491	48,094	46,793	(1,301)
0211	6131	GROUP INSURANCE	198,492	215,606	193,914	(21,692)
0211	6133	WORKERS COMP INSURANCE PREMIUM	42,452	53,673	52,622	(1,051)
0211	6204	STATIONERY, ENVELOPES & FORMS	1,399	1,700	1,700	-
0211	6206	FILM, MICROFILM, TAPES, DISKS	237	1,000	1,500	500
0211	6207	TRAINING SUPPLIES	720	3,000	2,500	(500)
0211	6208	MISCELLANEOUS OFFICE SUPPLIES	2,484	4,000	4,000	-
0211	6223	GASOLINE	66,997	80,000	70,000	(10,000)
0211	6227	LUBRICANTS & ADDITIVES	910	1,100	1,100	-
0211	6229	SHOP MATERIALS	964	700	1,000	300
0211	6231	UNIFORMS & TURN-OUT GEAR	27,764	18,750	18,250	(500)
0211	6233	BATTERIES	1,003	1,000	1,000	-
0211	6235	AMMUNITION	10,782	9,500	9,500	-
0211	6237	CRIME SCENE KIT MATERIALS	535	1,000	750	(250)
0211	6239	FIRST AID SUPPLIES	1,949	1,700	1,700	-
0211	6249	MISCELLANEOUS OPERATING SUPPLY	6,905	6,000	6,000	-
0211	6251	BATTERIES	238	600	600	-
0211	6253	BRAKES	1,598	2,500	2,000	(500)
0211	6255	TIRES	3,093	8,000	8,200	200
0211	6257	OTHER VEHICLE PARTS	11,334	6,000	8,000	2,000
0211	6259	BUILDING MAINT/REPAIR SUPPLIES	-	200	200	-
0211	6275	OTHER EQUIPMENT PARTS	245	500	1,000	500
0211	6281	SMALL TOOLS & MINOR EQUIPMENT	33,018	14,000	26,000	12,000
0211	6315	MISCELLANEOUS PROFESSIONAL SER	2,307	3,000	5,000	2,000
0211	6321	TELEPHONE	2,384	2,700	2,700	-
0211	6322	POSTAGE	1,275	1,500	1,500	-
0211	6323	CELLULAR PHONES	7,977	8,000	8,000	-
0211	6331	TRAVEL & LODGING	3,772	3,600	4,000	400
0211	6334	MILEAGE REIMBURSEMENT	307	500	500	-
0211	6335	TRAINING	18,127	23,000	22,500	(500)
0211	6361	GENERAL LIABILITY/PROPERTY INS	34,709	37,000	38,000	1,000
0211	6382	MACHINERY & EQUIPMENT REPAIR	120	500	500	-
0211	6383	OFFICE EQUIPMENT REPAIR	-	250	250	-
0211	6386	BRAKE REPAIR	-	1,000	1,000	-
0211	6387	TIRE MOUNTING & BALANCING	-	-	-	-
0211	6388	OTHER VEHICLE REPAIR	8,823	7,000	9,000	2,000

0211	6389	TOWING SERVICES	11	500	500	-
0211	6405	OFFICE & DATA PROCESSING EQUIP	2,994	5,000	4,000	(1,000)
0211	6413	OFFICE EQUIPMENT RENTAL	6,387	5,000	6,500	1,500
0211	6415	OTHER EQUIPMENT RENTAL	16,086	22,500	26,000	3,500
0211	6451	MEMBERSHIP DUES	3,103	3,000	3,500	500
0211	6489	OTHER CONTRACTED SERVICES	3,449	4,500	5,000	500
0211	6550	MOTOR VEHICLES	86,715	45,000	92,000	47,000
0211	6580	OTHER EQUIPMENT		65,406	51,906	(13,500)
0211	6603	OTHER L.T. OBLIGATION PRINCIPA	8,716	4,525	-	(4,525)
Total Expenditure			**$ 2,929,720**	**$ 3,116,904**	**$ 3,271,116**	**$ 154,212**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
Police Chief	1.00	1.00	1.00	-
Captain	2.00	2.00	2.00	-
Sergeant	4.00	4.00	4.00	-
Patrol Officer	16.00	16.00	17.00	1
Crime Prevention Specialist	1.00	1.00	-	(1)
Community Service Officers (2)	1.00	1.00	1.00	-
Code Enforcement Intern	0.50	0.50	-	(0.50)
Clerical/Support Personnel	3.00	3.00	3.00	-
	28.50	**28.50**	**28.00**	**(1)**

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- **2015-2018 Strategic Plan:** Full-Time Drug Task Force Officer: $82,435 (salary & uniform)
- Maintenance costs for shared Public Safety Data System - $8,500 Increase
- Police department policy/procedures recodification and software system (Lexipol) -$6,800
- **2015-2018 Strategic Plan:** Elimination of Code Enforcement Intern: ($15,851)

GOALS OF CURRENT YEAR BUDGET:

- Reduce Illegal drug activity in the community
- Adequately staff public safety based on changing demographics
- Leverage technology to create operational efficiencies
- Enhance traffic safety in the community

Performance Measurements:

Police Department Activity	2014 Actual	2015 Estimate	2016 Projected
Traffic Arrests	3351	4017	4097
Motor Vehicle Accidents	400	416	424
Criminal Incidents	1310	1191	1215
Non-Criminal Incidents	6840	6979	7119
Ordinance Complaints	629	691	705

Total	12530	13294	13560
State CPM Performance Measurement Results	**2012**	**2013**	**2014**
Part 1 and Part 2 Crime Rates (per 1000)	22.20/26.30	17.3/25.43	1 yr lag
Part 1 and Part 2 Crime Clearance Rates (per 1000)	41%	51%	1 yr lag
Average police response times	8:36	NA	1 yr lag

FUND GENERAL **DEPARTMENT:** FIRE PROTECTION
FUNCTION: PUBLIC SAFETY

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
0220	6102	F.T. REGULAR-WAGES & SALARIES	$ 160,797	$ 175,209	$ 176,520	$ 1,311
0220	6103	FULL TIME-REGULAR-OVERTIME	83	-	-	-
0220	6104	PART TIME-WAGES & SALARIES	192,871	200,906	230,143	29,237
0220	6105	TEMPORARY-WAGES & SALARIES	699	-	-	-
0220	6121	PERA CONTRIBUTIONS	24,549	27,885	28,432	547
0220	6122	FICA/MEDICARE CONTRIBUTIONS	14,844	17,266	20,104	2,838
0220	6131	GROUP INSURANCE	12,942	23,896	25,497	1,601
0220	6132	DISABILITY INSURANCE	-	1,300	1,300	-
0220	6133	WORKERS COMP INSURANCE PREMIUM	14,215	27,049	17,561	(9,488)
0220	6206	FILM, MICROFILM, TAPES, DISKS	-	100	100	-
0220	6208	MISCELLANEOUS OFFICE SUPPLIES	619	950	1,000	50
0220	6223	GASOLINE	13,034	14,500	13,500	(1,000)
0220	6225	DIESEL FUEL	5,262	6,500	5,500	(1,000)
0220	6231	UNIFORMS & TURN-OUT GEAR	14,757	15,000	15,000	-
0220	6233	BATTERIES	-	500	500	-
0220	6239	FIRST AID SUPPLIES	1,226	1,500	1,500	-
0220	6249	MISCELLANEOUS OPERATING SUPPLY	20,246	17,000	19,000	2,000
0220	6255	TIRES	-	6,000	1,000	(5,000)
0220	6257	OTHER VEHICLE PARTS	10,457	8,000	8,000	-
0220	6266	SCBA-PARTS	7,827	5,500	6,000	500
0220	6275	OTHER EQUIPMENT PARTS	262	2,000	2,000	-
0220	6281	SMALL TOOLS & MINOR EQUIPMENT	33,083	22,000	25,000	3,000
0220	6302	AUDITING & ACCOUNTING SERVICES	3,400	3,400	3,400	-
0220	6315	MISCELLANEOUS PROFESSIONAL SER	17,623	-	-	-
0220	6321	TELEPHONE	1,512	1,500	1,500	-
0220	6322	POSTAGE	155	500	500	-
0220	6323	CELLULAR PHONES	1,707	2,000	5,000	3,000
0220	6335	TRAINING	20,314	18,000	20,000	2,000
0220	6361	GENERAL LIABILITY/PROPERTY INS	16,068	22,000	19,000	(3,000)
0220	6371	ELECTRIC UTILITIES	24,458	24,000	24,000	-
0220	6372	WATER/IRRIGATION	94	100	100	-
0220	6373	GAS	14,341	14,000	14,000	-
0220	6374	REFUSE/RECYCLING	782	800	800	-
0220	6388	OTHER VEHICLE REPAIR	21,258	24,000	24,000	-
0220	6405	OFFICE & DATA PROCESSING EQUIP	-	6,470	6,500	30
0220	6451	MEMBERSHIP DUES	1,109	1,600	1,600	-
0220	6452	SUBSCRIPTIONS	117	1,000	1,000	-
0220	6471	BOOKS & PAMPHLETS	205	600	600	-
0220	6489	OTHER CONTRACTED SERVICES	5,392	7,500	7,500	-
0220	6580	OTHER EQUIPMENT	-	56,900	106,900	50,000
Total Expenditure			**$ 656,308**	**$ 757,431**	**$ 834,057**	**$ 76,626**

PERSONNEL COMPLEMENT

FUND GENERAL **DEPARTMENT:** FIRE PROTECTION
FUNCTION: PUBLIC SAFETY

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
Fire Chief	1.00	1.00	1.00	-
Fire Marshall	1.00	1.00	1.00	-
Fire Tec Secretary	-	-	0.50	0.50
Firefighters	7.58	7.58	7.58	-
	9.58	**9.58**	**10.08**	**0.50**

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- 12.3% On-Call Rate Increase: $17,490
- Part-Time Fire Tech Secretary not budgeted in 2015, hired midyear in 2015, full year in 2016
- Capital Equipment of Fire Vehicle #559 box needing replacement earlier than the 2018 estimated date: $50,000

GOALS OF CURRENT YEAR BUDGET:

- Continue proactive inspection programs
- Enhance public education including seniors presentations

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Number of Calls for Service	486	500	500
Number of On-Call Firefighters	48	54	55

FUND GENERAL **DEPARTMENT:** PROTECTIVE INSPECTIONS
FUNCTION: PUBLIC SAFETY

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0240	6102	F.T. REGULAR-WAGES & SALARIES	$ 122,888	$ 164,976	$ 185,265	$ 20,289
0240	6103	FULL TIME-REGULAR-OVERTIME	396	-	-	-
0240	6104	PART TIME-WAGES & SALARIES	-	-	-	-
0240	6105	TEMPORARY-WAGES & SALARIES	9,578	12,480	-	(12,480)
0240	6121	PERA CONTRIBUTIONS	9,003	12,373	13,895	1,522
0240	6122	FICA/MEDICARE CONTRIBUTIONS	9,166	13,575	14,172	597
0240	6131	GROUP INSURANCE	27,262	46,024	34,740	(11,284)
0240	6133	WORKERS COMP INSURANCE PREMIUM	692	1,348	1,482	134
0240	6204	STATIONERY, ENVELOPES & FORMS	-	750	750	-
0240	6208	MISCELLANEOUS OFFICE SUPPLIES	360	500	750	250
0240	6223	GASOLINE	2,850	3,000	3,000	-
0240	6231	UNIFORMS & TURN-OUT GEAR	-	500	500	-
0240	6249	MISCELLANEOUS OPERATING SUPPLY	1,591	2,000	2,500	500
0240	6315	MISCELLANEOUS PROFESSIONAL SER	49,530	60,000	60,000	-
0240	6321	TELEPHONE	447	600	600	-
0240	6322	POSTAGE	1,168	2,000	2,000	-
0240	6323	CELLULAR PHONES	968	1,500	2,000	500
0240	6334	MILEAGE REIMBURSEMENT	-	500	500	-
0240	6335	TRAINING	1,245	3,000	3,000	-
0240	6361	GENERAL LIABILITY/PROPERTY INS	2,649	3,200	3,200	-
0240	6451	MEMBERSHIP DUES	425	1,000	1,000	-
0240	6471	BOOKS & PAMPHLETS	-	1,000	1,000	-
Total Expenditure			**$ 240,218**	**$ 330,326**	**$ 330,354**	**$ 28**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
Building Official	1.00	1.00	1.00	-
Building Inspections Intern	0.50	0.50	0.50	-
Permit Technician	1.00	1.50	2.00	0.50
Code Enforcement Intern	0.50	0.50	-	(0.50)
Inspectors	0.75	0.25	0.25	-
	3.75	3.75	3.75	-

BUDGET HIGHLIGHTS
• 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
• **2015-2018 Strategic Plan:** Part-Time Permit Tech to Full-Time: $36,287
• Building intern and part-time inspector not included in budget

GOALS OF CURRENT YEAR BUDGET:
‹ Complete standard plan review within 10 business days.
‹ Inspections scheduled no longer that 48 hours out (excluding weekends).
‹ Determine if any changes to residential rental licensing program is warranted.
‹ Move business licensing program to the division (from Administrative Services).
‹ Determine appropriate software system to administer applications.

Performance Measurements:			
	2014 Actual	2015 Estimate	2016 Projected
New Residential Units	66	50	75
Total Permits	1898	2000	2250
Number of Inspections	5149	6500	6750

FUND GENERAL **DEPARTMENT:** CIVIL DEFENSE
FUNCTION: PUBLIC SAFETY

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0250	6251	BATTERIES	$ 601	$ 2,000	$ 1,800	$ (200)
0250	6275	OTHER EQUIPMENT PARTS	1,008	4,000	3,800	(200)
0250	6361	GENERAL LIABILITY/PROPERTY INS	50	100	100	-
0250	6371	ELECTRIC UTILITIES	1,026	1,200	1,200	-
0250	6382	MACHINERY & EQUIPMENT REPAIR	2,481	5,000	5,000	-
Total Expenditure			**$ 5,166**	**$ 12,300**	**$ 11,900**	**$ (400)**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- No changes

GOALS OF CURRENT YEAR BUDGET:

- Maintain infastructure of siren warning system

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Number of Sirens	17	17	17

FUND GENERAL **DEPARTMENT:** TRAFFIC ENGINEERING
FUNCTION: PUBLIC SAFETY

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0260	6102	F.T. REGULAR-WAGES & SALARIES	$ 24,224	$ 55,373	$ 46,385	$ (8,988)
0260	6103	FULL TIME-REGULAR-OVERTIME	-	-	-	-
0260	6105	TEMPORARY-WAGES & SALARIES	107	-	-	-
0260	6121	PERA CONTRIBUTIONS	1,643	4,153	3,479	(674)
0260	6122	FICA/MEDICARE CONTRIBUTIONS	1,710	4,236	3,549	(687)
0260	6133	WORKERS COMP INSURANCE PREMIUM	1,317	4,125	1,235	(2,890)
0260	6249	MISCELLANEOUS OPERATING SUPPLY	13,427	20,750	20,000	(750)
0260	6271	SIGN REPAIR MATERIALS	249	3,400	3,000	(400)
0260	6361	GENERAL LIABILITY/PROPERTY INS	586	1,000	1,000	-
0260	6371	ELECTRIC UTILITIES	10,946	6,000	12,000	6,000
0260	6382	MACHINERY & EQUIPMENT REPAIR	6,997	7,800	7,800	-
0260	6489	CONTRACTED SERVICES	-	-	3,000	3,000
Total Expenditure			**$ 61,206**	**$ 106,837**	**$ 101,448**	**$ (5,389)**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases

GOALS OF CURRENT YEAR BUDGET:

- Continue to meet FHWA guidelines for traffic signage
- Replace damaged or defective signs within 48 hours
- Bring signage up to current standards on all reconstruct and overlay projects
- Continue to support Engineering and Community Development departments with traffic issues

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Total sign making hours	606	650	610
Number of Traffic Signs in System	2300	2360	2390
Number of Traffic Counts Performed	15	90	15

FUND GENERAL **DEPARTMENT:** ANIMAL CONTROL
FUNCTION: PUBLIC SAFETY

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0270	6249	MISCELLANEOUS OPERATING SUPPLY	$ 488	$ 500	$ 500	$ -
0270	6281	SMALL TOOLS & MINOR EQUIPMENT	-	250	250	-
0270	6489	OTHER CONTRACTED SERVICES	4,761	7,500	7,300	(200)
Total Expenditure			**$ 5,249**	**$ 8,250**	**$ 8,050**	**$ (200)**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- No changes

GOALS OF CURRENT YEAR BUDGET:

- Provide animal containment services to residents

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Animal Complaints	463	451	460
Number of Animals Impounded	48	48	49
Number of Animals Released to Owners	44	46	47
Number of Euthanizations	4	2	0

FUND GENERAL **DEPARTMENT:** COMMUNITY ORIENTATING POLICE
FUNCTION: PUBLIC SAFETY

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0280	6204	STATIONERY, ENVELOPES & FORMS	$ -	$ 250	$ 250	$ -
0280	6206	FILM, MICROFILM, TAPES, DISKS	-	50	50	-
0280	6241	COMMUNITY POLICING SUPPLIES	6,025	4,700	6,800	2,100
0280	6281	SMALL TOOLS & MINOR EQUIPMENT	-	100	100	-
0280	6291	CULVERTS, SIGNS, STREET SUPPLY	60	-	-	-
0280	6322	POSTAGE	36	200	200	-
0280	6331	TRAVEL & LODGING	99	400	400	-
0280	6335	TRAINING	335	500	500	-
0280	6361	GENERAL LIABILITY/PROPERTY INS	66	100	100	-
0280	6451	MEMBERSHIP DUES	155	50	200	150
0280	6471	BOOKS & PAMPHLETS	-	100	100	-
Total Expenditure			**$ 6,776**	**$ 6,450**	**$ 8,700**	**$ 2,250**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- No major changes

GOALS OF CURRENT YEAR BUDGET:

- Increase participation in community based programs

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
# of participants attending Kids Safety Camp	127	138	141
# of car seat inspections	28	51	52
# of car seat inspections	28	51	52
Night to Unite - # of Parties	47	43	44
# of animals served at Pet Clinics	290	260	265

FUND GENERAL **DEPARTMENT:** ENGINEERING
FUNCTION: PUBLIC WORKS

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
0301	6102	F.T. REGULAR-WAGES & SALARIES	$ 161,834	$ 180,246	$ 190,284	$ 10,038
0301	6103	FULL TIME-REGULAR-OVERTIME	13,903	18,000	18,000	-
0301	6105	TEMPORARY-WAGES & SALARIES	8,327	29,120	29,120	-
0301	6106	OVERTIME-TEMPORARY	17	-	-	-
0301	6121	PERA CONTRIBUTIONS	12,574	14,868	15,621	753
0301	6122	FICA/MEDICARE CONTRIBUTIONS	12,228	17,394	18,161	767
0301	6131	GROUP INSURANCE	35,462	38,599	41,807	3,208
0301	6133	WORKERS COMP INSURANCE PREMIUM	951	1,862	2,022	160
0301	6205	DRAFTING SUPPLIES	-	500	500	-
0301	6208	MISCELLANEOUS OFFICE SUPPLIES	939	1,500	1,000	(500)
0301	6223	GASOLINE	3,668	6,000	5,000	(1,000)
0301	6231	UNIFORMS & TURN-OUT GEAR	1,176	1,800	2,200	400
0301	6249	MISCELLANEOUS OPERATING SUPPLY	175	2,000	1,500	(500)
0301	6257	OTHER VEHICLE PARTS	641	1,500	1,500	-
0301	6281	SMALL TOOLS & MINOR EQUIPMENT	59	2,000	1,000	(1,000)
0301	6315	MISCELLANEOUS PROFESSIONAL SER	5,545	25,000	20,000	(5,000)
0301	6321	TELEPHONE	965	1,000	1,000	-
0301	6322	POSTAGE	455	750	1,000	250
0301	6323	CELLULAR PHONES	2,954	4,000	4,000	-
0301	6331	TRAVEL & LODGING	-	500	500	-
0301	6335	TRAINING	1,226	5,000	2,500	(2,500)
0301	6361	GENERAL LIABILITY/PROPERTY INS	2,928	5,000	4,000	(1,000)
0301	6405	OFFICE & DATA PROCESSING EQUIP	1,878	7,200	5,500	(1,700)
0301	6451	MEMBERSHIP DUES	747	800	1,100	300
0301	6471	BOOKS & PAMPHLETS	-	250	500	250
0301	6550	MOTOR VEHICLES	-	27,200	-	(27,200)
Total Expenditure			**$ 268,652**	**$ 392,089**	**$ 367,815**	**$ (24,274)**

FUND GENERAL **DEPARTMENT:** ENGINEERING
FUNCTION: PUBLIC WORKS

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
City Engineer	1.00	1.00	1.00	-
Senior Engineering Tech	-	1.00	1.00	-
Engineering Tech IV	1.00	-	-	-
Engineering Tech II	1.00	1.00	1.00	-
Engineering Tech III	-	1.00	1.00	-
Civil Engineer II	1.00	1.00	-	(1)
Civil Engineer IV	-	-	1.00	1
Administrative Assistant	1.00	1.00	1.00	-
Interns (2)	0.30	1.00	1.00	-
	5.30	**7.00**	**7.00**	**-**

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- Civil Engineer II reclassified to Civil Engineer IV: $2,928
- No capital purchases for 2016

GOALS OF CURRENT YEAR BUDGET:

- Develop and implement a long-term trail maintenance program
- Develop and implement a long-term stormwater pond maintenance program
- Conduct CSAH 5/Nowthen Blvd. transportation corridor study and develop improvements program
- Conduct TH 47 transportation corridor study and develop improvements program
- Develop and plan for key infrastructure improvements (AUAR, utilities, transportation)
- Work with other cities/regulating agencies to identify sustainable regional water supply solutions

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Active Engineering Projects	12	11	11
Completed Engineering Projects	5	7	6

FUND GENERAL **DEPARTMENT:** STREET MAINTENANCE
FUNCTION: PUBLIC WORKS

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
0311	6102	F.T. REGULAR-WAGES & SALARIES	$ 311,874	$ 352,341	$ 360,810	$ 8,469
0311	6103	FULL TIME-REGULAR-OVERTIME	450	2,000	2,000	-
0311	6105	TEMPORARY-WAGES & SALARIES	3,378	11,440	19,200	7,760
0311	6108	SEVERANCE PAY	4,068	-	-	-
0311	6121	PERA CONTRIBUTIONS	22,358	26,576	27,210	634
0311	6122	FICA/MEDICARE CONTRIBUTIONS	23,117	29,077	30,404	1,327
0311	6131	GROUP INSURANCE	66,680	72,548	66,250	(6,298)
0311	6133	WORKERS COMP INSURANCE PREMIUM	20,411	27,542	20,136	(7,406)
0311	6208	MISCELLANEOUS OFFICE SUPPLIES	296	300	300	-
0311	6221	CLEANING SUPPLIES	-	200	200	-
0311	6223	GASOLINE	9,460	9,000	9,000	-
0311	6225	DIESEL FUEL	27,161	28,000	28,000	-
0311	6227	LUBRICANTS & ADDITIVES	3,613	4,300	4,300	-
0311	6229	SHOP MATERIALS	2,877	4,000	4,000	-
0311	6231	UNIFORMS & TURN-OUT GEAR	2,045	2,500	2,800	300
0311	6249	MISCELLANEOUS OPERATING SUPPLY	7,440	8,000	8,000	-
0311	6257	OTHER VEHICLE PARTS	27,245	25,000	25,000	-
0311	6259	BUILDING MAINT/REPAIR SUPPLIES	3,122	6,000	6,000	-
0311	6261	SAND & GRAVEL	-	3,000	1,000	(2,000)
0311	6265	ASPHALT	12,655	25,000	20,000	(5,000)
0311	6267	OTHER STREET MAINTENANCE SUPPL	1,997	2,100	2,100	-
0311	6269	LANDSCAPE MATERIALS	13,620	7,500	7,500	-
0311	6275	OTHER EQUIPMENT PARTS	-	500	500	-
0311	6281	SMALL TOOLS & MINOR EQUIPMENT	1,264	12,000	14,000	2,000
0311	6315	MISCELLANEOUS PROFESSIONAL SER	22,453	20,000	24,000	4,000
0311	6321	TELEPHONE	1,014	1,100	1,100	-
0311	6322	POSTAGE	81	100	100	-
0311	6323	CELLULAR PHONES	2,685	3,500	3,500	-
0311	6335	TRAINING	2,554	4,500	4,000	(500)
0311	6361	GENERAL LIABILITY/PROPERTY INS	21,798	25,000	25,000	-
0311	6371	ELECTRIC UTILITIES	7,285	9,200	8,500	(700)
0311	6372	WATER/IRRIGATION	1,624	500	1,700	1,200
0311	6373	GAS	7,269	8,650	8,650	-
0311	6374	REFUSE/RECYCLING	1,842	2,200	2,200	-
0311	6381	BUILDING & STRUCTURE REPAIR	5,240	10,000	10,000	-
0311	6382	MACHINERY & EQUIPMENT REPAIR	1,868	5,000	5,000	-
0311	6387	TIRE MOUNTING & BALANCING	130	600	600	-
0311	6388	OTHER VEHICLE REPAIR	8,042	8,000	8,000	-
0311	6404	MACHINERY & EQUIPMENT	990	1,400	1,400	-
0311	6415	OTHER EQUIPMENT RENTAL	5,579	5,100	5,500	400
0311	6417	UNIFORM RENTAL	4,959	4,400	5,000	600
0311	6451	MEMBERSHIP DUES	50	300	300	-
0311	6488	STREET MAINTENANCE CONTRACT	512,125	500,000	500,000	-
0311	6489	OTHER CONTRACTED SERVICES	-	30,000	50,000	20,000
0311	6540	HEAVY MACHINERY	227,137	192,507	247,000	54,493
0311	6580	OTHER EQUIPMENT	-	74,100	5,100	(69,000)
Total Expenditure			**$ 1,399,856**	**$ 1,565,081**	**$ 1,575,360**	**$ 10,279**

FUND GENERAL **DEPARTMENT:** STREET MAINTENANCE
FUNCTION: PUBLIC WORKS

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**

PERSONNEL COMPLEMENT				
	2014 Budget Final (Actuals)	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
Public Works Superintendent	1.00	1.00	1.00	-
Heavy Equipment Operator	1.00	1.00	1.00	-
Mechanic	1.00	1.00	2.00	1.00
PW Maintenance Worker	4.00	4.00	4.00	-
Temporary - Streets (3)	-	0.50	0.92	0.42
	7.00	**7.50**	**8.92**	**1.42**

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- Full-Time Public Works Maintenance worker: $64,853
- Pubic Works Maintenance Worker reclass to mechanic: $3,551
- Additional Contract for Spray patching: $20,000
- Professional Services for possible public works campus: $30,000
- Capital Equipment of a snowplow truck & 1-ton truck

GOALS OF CURRENT YEAR BUDGET:

- Maintain and improve city's rating of 7.0 average of road condition
- Increase use of contracted services on pothole repair (velocity patching)
- Increase prevenative maintenace to prolong the life of our public streets
- Maintain our city vehicles and equipment to the highest level possible

Performance Measurements:			
	2014 Actual	**2015 Estimate**	**2016 Projected**
Crack filling (miles)	6.48	12.8	7
Sealcoating (miles)	7.55	7.73	7.5
Asphalt patching (tons)	207	180	150

FUND GENERAL **DEPARTMENT:** SNOW & ICE REMOVAL
FUNCTION: PUBLIC WORKS

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0312	6102	F.T. REGULAR-WAGES & SALARIES	$ 97,518	$ 72,565	$ 78,257	$ 5,692
0312	6103	FULL TIME-REGULAR-OVERTIME	14,447	13,000	13,000	-
0312	6105	TEMPORARY-WAGES & SALARIES	5,109	8,000	10,000	2,000
0312	6121	PERA CONTRIBUTIONS	8,463	6,417	6,844	427
0312	6122	FICA/MEDICARE CONTRIBUTIONS	9,560	7,158	7,746	588
0312	6133	WORKERS COMP INSURANCE PREMIUM	6,463	7,836	6,736	(1,100)
0312	6223	GASOLINE	-	3,000	3,000	-
0312	6225	DIESEL FUEL	27,719	24,000	24,000	-
0312	6229	SHOP MATERIALS	320	500	500	-
0312	6257	OTHER VEHICLE PARTS	49,581	27,000	27,000	-
0312	6261	SAND & GRAVEL	3,949	2,000	4,000	2,000
0312	6263	SALT	153,891	105,600	106,000	400
0312	6267	OTHER STREET MAINTENANCE SUPPL	3,280	3,700	3,700	-
0312	6361	GENERAL LIABILITY/PROPERTY INS	7,188	8,000	7,400	(600)
0312	6388	OTHER VEHICLE REPAIR	7,995	10,000	10,000	-
0312	6489	OTHER CONTRACTED SERVICES	1,262	12,600	8,000	(4,600)
Total Expenditure			**$ 396,745**	**$ 311,376**	**$ 316,183**	**$ 4,807**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases

GOALS OF CURRENT YEAR BUDGET:

- Clearing of the parking ramp utilizing PW Staff (full time, temporary on call, and seasonal staff)
- Discontinue contracted snow removal in the parking ramp
- Continue to monitor and reduce salt usage
- Continue to complete citywide plowing in 8 hours or less
- Upgrade weather service to MDSS (maintenance decision support software)
- Equip cul-de-sac trucks and sidewalk plowing equipment with AVL to track snow removal operations

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Miles of Streets Plowed	172.8	175	175

Cul-de-sacs	271	271	275
Salt/Sand Purchased (tons)	1800	1200	1200
Snow Removal Hours	4253	4000	4000
Full Scale Plowing Events	16	7	8 to 12

FUND GENERAL **DEPARTMENT:** PARK & RECREATION
FUNCTION: PARKS AND RECREATION

BUDGET SUMMARY:						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
0452	6102	F.T. REGULAR-WAGES & SALARIES	$ 307,468	$ 312,634	$ 386,859	$ 74,225
0452	6103	FULL TIME-REGULAR-OVERTIME	1,125	1,000	1,000	-
0452	6105	TEMPORARY-WAGES & SALARIES	81,026	91,390	93,218	1,828
0452	6121	PERA CONTRIBUTIONS	22,341	23,523	29,090	5,567
0452	6122	FICA/MEDICARE CONTRIBUTIONS	29,546	30,984	36,801	5,817
0452	6131	GROUP INSURANCE	44,852	40,603	60,666	20,063
0452	6133	WORKERS COMP INSURANCE PREMIUM	10,615	17,922	17,743	(179)
0452	6208	MISCELLANEOUS OFFICE SUPPLIES	647	400	400	-
0452	6223	GASOLINE	20,954	21,000	23,000	2,000
0452	6225	DIESEL FUEL	7,385	6,500	7,000	500
0452	6229	SHOP MATERIALS	1,306	2,000	2,000	-
0452	6231	UNIFORMS & TURN-OUT GEAR	2,414	3,000	3,000	-
0452	6249	MISCELLANEOUS OPERATING SUPPLY	39,428	35,000	40,000	5,000
0452	6257	OTHER VEHICLE PARTS	6,121	14,000	14,000	-
0452	6265	ASPHALT	18,554	25,000	30,000	5,000
0452	6268	IRRIGATION SUPPLIES	-	-	10,000	10,000
0452	6269	LANDSCAPE MATERIALS	15,023	12,000	15,000	3,000
0452	6281	SMALL TOOLS & MINOR EQUIPMENT	2,280	2,000	2,000	-
0452	6315	MISCELLANEOUS PROFESSIONAL SER	7,236	35,000	45,000	10,000
0452	6321	TELEPHONE	784	800	800	-
0452	6322	POSTAGE	47	200	100	(100)
0452	6323	CELLULAR PHONES	2,621	3,000	3,000	-
0452	6335	TRAINING	385	2,000	2,000	-
0452	6361	GENERAL LIABILITY/PROPERTY INS	10,228	10,500	11,500	1,000
0452	6371	ELECTRIC UTILITIES	21,773	21,000	22,000	1,000
0452	6372	WATER/IRRIGATION	4,526	20,000	6,000	(14,000)
0452	6373	GAS	4,146	4,500	5,000	500
0452	6374	REFUSE/RECYCLING	2,030	2,000	2,100	100
0452	6381	BUILDING & STRUCTURE REPAIR	13,781	7,000	13,000	6,000
0452	6382	MACHINERY & EQUIPMENT REPAIR	1,284	1,000	1,500	500
0452	6388	OTHER VEHICLE REPAIR	716	3,000	2,000	(1,000)
0452	6415	OTHER EQUIPMENT RENTAL	10,009	8,400	9,500	1,100
0452	6416	MACHINERY RENTAL	100	800	600	(200)
0452	6417	1,132	1,132	650	650	-
0452	6451	MEMBERSHIP DUES	293	350	350	-
0452	6489	OTHER CONTRACTED SERVICES	38,849	40,000	45,000	5,000
0452	6540	HEAVY MACHINERY	32,803	-	-	-
0452	6580	OTHER EQUIPMENT	-	18,000	-	(18,000)
Total Expenditure			**$ 763,828**	**$ 817,156**	**$ 941,877**	**$ 124,721**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
Park Maintenance Worker	4.00	5.00	5.00	-
Utilities Maintenance Worker (Enterprise Funded)	3.00	3.00	3.00	-
Utilities Supervisor (Enterprise Funded)	1.00	1.00	1.00	-
Park Supervisor/Assistant PW Superintendent	1.00	1.00	1.00	-
Temporary - Parks	2.47	2.47	2.47	-
Parks Intern	0.50	0.50	0.50	-
	11.97	**12.97**	**12.97**	**-**

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases

GOALS OF CURRENT YEAR BUDGET:

- Begin implementation of new trail maintenance policy developed in 2015
- Continue to coordinate trail, sidewalk, parking lot and rink snow removal with city-wide snow plowing for
- Continue to work year-round with the athletic associations in the provision of youth recreation
- Complete a citizen survey to identify community need for recreation programming (children to adults)
- As a sub-set of preparations for the 2018 Comprehensive Plan update; align public engagement opportunities with Community Development to determine a vison for future parks, trails and public open space
- Continue organizing a Master Park and Trail Plan, including cost estimates for the emerging future vison
- Complete the Mississippi River Trail to Sherburne County

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Number of City Parks	23	23	23
Number of Athletic Fields Maintained	40	42	42
Number of Playgrounds Maintained	16	17	17
Miles of Trails Maintained	38	39.5	41
Total Acreage Mowed	150.11	150.11	150.11

FUND GENERAL **DEPARTMENT:** COMMUNITY PROGRAMS
FUNCTION: PARKS AND RECREATION

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0455	6489	OTHER CONTRACTED SERVICES	$ 8,199	$ 9,775	$ 12,000	$ 2,225
Total Expenditure			**$ 8,199**	**$ 9,775**	**$ 12,000**	**$ 2,225**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- Contribution to Family Promise in Anoka County -$3,000

GOALS OF CURRENT YEAR BUDGET:

- Increase citizens knowledge of programs offered

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Number of People Served	198	205	215

FUND GENERAL

DEPARTMENT: ENVIRONMENTAL SERVICES
FUNCTION: PARKS AND RECREATION

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0461	6102	F.T. REGULAR-WAGES & SALARIES	$ 65,143	$ 65,365	$ 69,940	$ 4,575
0461	6121	PERA CONTRIBUTIONS	4,717	4,902	5,246	344
0461	6122	FICA/MEDICARE CONTRIBUTIONS	4,579	5,001	5,350	349
0461	6131	GROUP INSURANCE	3,563	3,726	4,129	403
0461	6133	WORKERS COMP INSURANCE PREMIUM	301	379	560	181
0461	6208	MISCELLANEOUS OFFICE SUPPLIES	55	100	100	-
0461	6231	UNIFORMS & TURN-OUT GEAR	-	100	100	-
0461	6249	MISCELLANEOUS OPERATING SUPPLY	-	250	250	-
0461	6281	SMALL TOOLS & MINOR EQUIPMENT	-	250	250	-
0461	6315	MISCELLANEOUS PROFESSIONAL SER	-	700	700	-
0461	6321	TELEPHONE	31	250	250	-
0461	6322	POSTAGE	13	100	100	-
0461	6331	TRAVEL & LODGING	19	250	250	-
0461	6334	MILEAGE REIMBURSEMENT	151	50	50	-
0461	6335	TRAINING	205	500	500	-
0461	6352	GENERAL NOTICE & PUBLIC INFOR	92	200	200	-
0461	6361	GENERAL LIABILITY/PROPERTY INS	779	1,000	1,000	-
0461	6451	MEMBERSHIP DUES	170	600	600	-
Total Expenditure			**$ 79,818**	**$ 83,723**	**$ 89,575**	**$ 5,852**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
Personnel: See Community Development	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases

GOALS OF CURRENT YEAR BUDGET:

- Formalize involvement in development review process.
- Complete update to natural resource component of the Comprehensive Plan.
- Complete communication plan for water resources.

Performance Measurements:			
	2014 Actual	**2015 Estimate**	**2016 Projected**
Wetland related assistance:	10	15	18
Shoreland and Wild and Scenic related assistance (landowner contacts)	3	5	6
Floodplain related assistance:			
Landowner Contacts	30	35	40
FEMA Application Assistance	5	6	8
Forestry related assistance (Oak wilt, DED, EAB, general tree concerns)	25	30	40
Public Education Articles (water resources, forestry, sustainability)	3	4	6

FUND GENERAL

DEPARTMENT: EXPENDITURE RESERVE
FUNCTION: MISCELLANEOUS/CONTINGENCY

BUDGET SUMMARY:

Business Unit	Object Account	Description	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
0892	6101	TEMPORARY-WAGES & SALARIES	$ -	$ 4,683		$ (4,683)
0892	6315	MISCELLANEOUS PROFESSIONAL SER	-	25,774	27,025	1,251
0892	6603	OTHER L.T. OBLIGATION PRINCIPA	78,649	123,169	123,169	-
0892	6820	OPERATING TRANSFERS TO OTHER F	686,900	109,633		(109,633)
Total Expenditure			**$ 765,549**	**$ 263,259**	**$ 150,194**	**$ (113,065)**

PERSONNEL COMPLEMENT

	2014 Budget Final (Actuals)	2015 Adopted Budget	2016 Requested Budget	Increase (Decrease) from Prior Year
No personnel budgeted to this business unit	-	-	-	-
	-	-	-	-

BUDGET HIGHLIGHTS

- $8,200 for Possible Market Rate Adjustments

GOALS OF CURRENT YEAR BUDGET:

- Minimize unbudgeted/unallocated expenses

City of Ramsey
2016 Requested Budget

FUND ECONOMIC DEVELOPMENT AUTHORITY **DEPARTMENT** N/A
FUNCTION: N/A

REVENUES						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
9230	4011	CURRENT-AD VALOREM TAXES	$ 102,442	$ 116,444	$ 73,618	$ (42,826)
9230	4012	DELINQUENT-AD VALOREM TAXES	1,108	-	-	-
9230	4014	FISCAL DISPARITIES	17,852	-	-	-
9230	4273	OTHER STATE GRANTS & AIDS	12,239	-	-	-
9230	4609	OTHER MISCELLANEOUS REVENUES	198	-	-	-
9230	4701	INTEREST ON INVESTMENTS	27,357	3,000	10,000	7,000
9230	4901	TRANSFER IN FROM OTHER FUNDS	-	87,857	-	(87,857)
Total Revenue			**$ 161,196**	**$ 207,301**	**$ 83,618**	**$ (123,683)**

EXPENDITURES						
Business Unit	**Object Account**	**Description**	**2014 Budget Final (Actuals)**	**2015 Adopted Budget**	**2016 Requested Budget**	**Increase (Decrease) from Prior Year**
9230	6102	F.T. REGULAR-WAGES & SALARIES	$ 37,061	$ 103,645	$ -	$ (103,645)
9230	6105	TEMPORARY-WAGES & SALARIES	1,025	6,000	5,700	(300)
9230	6121	PERA CONTRIBUTIONS	2,687	7,569	-	(7,569)
9230	6122	FICA/MEDICARE CONTRIBUTIONS	2,931	8,545	206	(8,339)
9230	6131	GROUP INSURANCE	2,357	11,118	-	(11,118)
9230	6133	WORKERS COMP INSURANCE PREMIUM	178	774	22	(752)
0130	6246	MARKETING	-	-	3,000	3,000
9230	6249	MISCELLANEOUS OPERATING SUPPLY	8,761	10,750	13,000	2,250
9230	6304	LEGAL FEES	1,073	1,500	-	(1,500)
9230	6315	MISCELLANEOUS PROFESSIONAL SER	30,990	45,000	47,000	2,000
9230	6322	POSTAGE	118	250	250	-
9230	6323	CELLULAR PHONES	-	700	-	(700)
9230	6331	TRAVEL & LODGING	157	1,000	4,040	3,040
9230	6335	TRAINING	652	2,000	5,000	3,000
9230	6361	GENERAL LIABILITY/PROPERTY INS	960	2,000	1,100	(900)
9230	6371	ELECTRIC UTILITIES	968	1,150	1,150	-
9230	6439	OTHER MISCELLANEOUS	158,702	1,000	1,000	-
9230	6451	MEMBERSHIP DUES	850	1,000	1,850	850
9230	6452	SUBSCRIPTIONS	-	300	300	-
Total Expenditure			**$ 249,470**	**$ 204,301**	**$ 83,618**	**$ (120,683)**

FUND ECONOMIC DEVELOPMENT AUTHORITY **DEPARTMENT** N/A
FUNCTION: N/A

PERSONNEL COMPLEMENT				
Economic Development Commission Members	7.00	7.00	7.00	-
	7.00	**7.00**	**7.00**	**-**

BUDGET HIGHLIGHTS

- Increase in travel

GOALS OF CURRENT YEAR BUDGET:

- Growth of the City's tax base
- Growth in the City's quantity of jobs
- Improved quality of life
- Sale of City owned land
- Review existing events and consider reducing where appropriate (EDA Biz Expo)
- Recruit new industrial and retail businesses
- Establish a new business park

Performance Measurements:

	2014 Actual	2015 Estimate	2016 Projected
Sale of ALL City owned land (acres)	0.81	32.87	15
Sale of COR City owned land (Net land proceeds, dollars)	$ 154,000	$ 3,219,468	$ 1,300,000
Sale of COR City owned land (acres)	0.81	18.01	13
Estimated Market Value (all)	$ 1,795,400	$ 2,025,977,100	$ 2,100,000,000
Estimated Market Value (Commercial/ Industrial)	$ 242,466,700	$ 249,153,900	$ 275,000,000
Unemployment Rates	5,736	TBD	6,000
Employment (total)	3.8%	TBD	3.75%
Building Permits Valuation (Commercial Industrial, all permits)	$ 4,269,392	TBD	$ 5,500,000
Building Permits Valuation (Commercial, new build/ build-out, private sector only)	$ 2,581,764	TBD	$ 3,000,000

CC Regular Session **7. 1.**

Meeting Date: 12/08/2015

By: Mark Riverblood, Engineering/Public Works

Information

Title:

Adopt Resolution #15-12-297 Authorizing the Acquisition of Land for Lake Itasca Community Park, and Satisfying Park Dedication Obligations for Northfork Inc.

Purpose/Background:

The purpose of this case is to resolve the existing and future Park Dedication (and Trail Fee) obligations for Northfork Inc.; and acquire the final 37 acres of land for the Lake Itasca Community Park—the latter of which has been a desire and goal of 30 years.

Notification:

Relative to a proposed community park east and southeast of Lake Itasca, the public has had numerous invitations to comment and provide feedback over the years, including as part of at least two Comprehensive Plan processes, and various public hearings on city-wide zoning. Most recently, in August 2015, the city conducted a open-house specific to the proposal to acquire the 37 acres this case discusses. In addition to the general notifications, notifications were sent to all Northfork property owners as well as the properties east of the proposed park parcels an invitation to comment in person, by phone, or via e-mail. The comments received are within the attachment entitled 'Summary from Public Engagement'.

Observations/Alternatives:

At the Park and Recreation Commission's October 10th, 2015 regular meeting, a review occured of the August 13th public workshop examining the potential of some or all of Outlot E, MOORS ADDITION (associated with the Northfork Subdivision) to be developed as a park owned by maintained by the City. The Commission noted that, Outlot E is approximately 37 acres, and the Outlot is identified as Future Park in the Master Park and Trail Plan and shown as Park on the City's Future Land Use Map and Official Zoning Map.

There were two (2) components to consider relative to Park Dedication for Northfork, Inc.

1. The City approved a deferred Park Dedication contribution for previously approved portions of Northfork. The deferred contribution equates to two (2) acres. Additionally, there was within a previous agreement the acknowledgement that in any future land use, the City would receive at a minimum, from North Fork Inc., a 50' corridor from Alpine Drive to the existing 24 acre city parcel approximately 800' feet to the north.

2. Northfork, Inc. desires to construct, or sell for development, approximately 21 to 31 new lots on undeveloped portions of Northfork's holdings on either side of Alpine Drive. The land equivalent for Park Dedication is approximately 3.35 acres.

The City had been approached by Northfork, Inc. to consider accepting land dedication to satisfy Park Dedication

and trail development fees in lieu of a cash contribution. Further, Northfork, Inc. desires to dedicate all of Outlot E, MOORS Addition to the city for park purposes, with appropriate cost accounting relative to the value of the land.

After considerable discussion, and acknowledging that resident feedback generally favored park use for the area in question—together with the fact that this same 37 acres (Outlot E) has been proposed as a community park for decades; the Commission's motion included a recommend that, negotiations occur between North Fork Inc. and the City on solutions and alternatives for satisfying existing Park Dedication obligations (land dedication), and future Park Dedication (land or cash), together with Trail Fee satisfaction—with the goal being to arrive on a public land configuration suitable for a community park southeast of Lake Itasca.

The negotiations on conveying the aforementioned land to the city for park purposes occurred, and an agreement has been reached, which was supported by the Park and Recreation Commission at November's regular meeting, and is the recommendation this case and Resolution discusses.

In summary, after factoring previous Park Dedication (land) that had been deferred, and future Park Dedication and Trail Fees that will be owed to the city upon platting land presently owned by Northfork Inc., the agreement pencils-out with the city receiving all of the 37-acre Outlot E Moors Addition for park, with a $75,000 payment by the City to Northfork Inc. to compensate for the differences between Park Dedication obligations and land valuation. The 'new' park space proposed is shown as Outlot E, on the attachment entitled Outlot Exhibit.

Alternatives

- *Alternative One* would be to 'do nothing at this time'. Staff does not support this alternative for several reasons, including:
  1) A community park has been planned to utilize the 37 acres that is proposed to be acquired, now is the time to bring resolution to this matter.
  2) A community park will serve the future residential properties to the southeast of Alpine Drive, and west of The COR. With Lake Itasca Community Park in place, this same residential area's Park Dedication can be in the form of cash, which may coincide with the need to begin park improvements (projected at 5 years or more into the future).
  3) Absent closing on proposed agreement, there would be difficulty 'capturing' the value of the deferred Park Dedication mentioned above.
- *Alternative Two* would be to proceed as outlined within Resolution #15-12-297 as soon as practicable with the $75,000 payment from the Park Trust Fund. (Staff's recommendation)
- *Alternative Three* would be to proceed as outlined within Resolution #15-12-297 - but at a time that coincided with which ever occurred first; the sale of the 4-acre lot south of Alpine Drive and east of Puma Street, OR the 36th month from the adoption of Resolution #15-12-297 with the $75,000 payment from the Park Trust Fund. (Acceptable to Staff, and Northfork Inc. but not desired by either.)

Funding Source:

The $75,000 in cash required to be paid by the City, after reconciling for the development fees owed, past and future, would be from the Park Trust Fund, monies derived from development in the form of Park Dedication (cash payments).

It is important to point out, that the City accepted 4+ acres immediately southeast of Outlot E to satisfy Park Dedication from a different developer several years ago—with the intention that this land be sold, with the proceeds to be placed into the Park Trust Fund to ultimately provide for the necessary monies to acquire the community park this case discusses. This 4-acre outlot is presently listed for sale, with the county assessed value at $86,800. The attachment entitled '4-acre parcel' shows its location.

Recommendation:

Staff recommends the adoption of Resolution #15-12-297, satisfying all past and future Park Dedication and Trail Fees owned by Northfork Inc.— and acquiring the 37 acres of lakeshore to establish the 60+ acre Lake Itasca Community Park.

Action:

Motion to Adopt/Deny Resolution #15-12-297 Authorizing the Acquisition of Land for Lake Itasca Community Park; and Approving the Amended Park Dedication and Trail Development Agreement for Northfork Inc.

Attachments

DRAFT Master Park Agreement
NF Inc. proposal
Outlot Exhibit
Future Land Use Map new
4-acre parcel for sale
Park and Trail Map
August mailing
Open House doc w exhibit
Summary from Public Engagement
Resolution #15-12-297

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/03/2015 07:45 AM
Mark Riverblood (Originator)	Mark Riverblood	12/03/2015 09:42 AM
Mark Riverblood (Originator)	Mark Riverblood	12/03/2015 09:50 AM
Tim Gladhill	Tim Gladhill	12/03/2015 10:20 AM
Kurt Ulrich	Kurt Ulrich	12/03/2015 11:06 AM
Grant Riemer	Grant Riemer	12/03/2015 12:08 PM
Mark Riverblood (Originator)	Mark Riverblood	12/03/2015 12:25 PM
Form Started By: Mark Riverblood		Started On: 12/01/2015 02:22 PM
Final Approval Date: 12/03/2015		

AMENDED PARK DEDICATION AND TRAIL DEVELOPMENT AGREEMENT FOR NORTHFORK

This Amended Park Dedication Agreement (AMENDMENT) is made this ____ day of _____, 2015, by and between North Fork, Inc., a Minnesota corporation (DEVELOPER), and the City of Ramsey, a Minnesota municipal corporation.

WHEREAS, CITY and DEVELOPER entered into a Park Dedication Agreement (AGREEMENT) dated February 19, 1987; and

WHEREAS, the CITY and DEVELOPER entered into an Addendum to the AGREEMENT dated May 9, 1989; and

WHEREAS, Paragraph 13 of the ADDENDUM states that the DEVELOPER, at the time of recording of the plat of the "future phase," as defined in the ADDENDUM, shall convey to the CITY by Warranty Deed a perpetual easement to the following property located within the future phase:

> A 35.00 foot wide permanent easement for trail purposes over, under and across the property.
>
> A 75.00 foot wide permanent easement for trail purposes over, under and across that certain property lying south of Lake Itasca. The DEVELOPER does reserve a single 50.00 foot wide permanent easement crossing over the 75.00 foot wide permanent easement said 50.00 wide crossing to be at right angles. The easement reserved shall be for the purpose of providing access across the trail in order to permit homeowners access to the southerly area of Lake Itasca. The exact legal description of said 50.00 foot wide access easement will be determined at the time that the 75.00 foot wide easement is conveyed to the CITY.; and

WHEREAS, the future phase of Northfork consists of approximately 43.64 acres within Outlot C, NORTHFORK ITASCA SHORES ADDITION and that part of Outlot C, NORTHFORK, lying in the East ½ of Section 19, Township 32, Range 25 and lying southerly of

DRAFT

centerline of Alpine Drive (f/k/a 153rd Avenue N.W.), except the park platted as NORTHFORK LINKS ADDITION, and excluding roads and subject to easements of record as shown on Exhibit A (collectively, the "Development Parcels"); and

WHEREAS, the City Code generally permits the CITY to require 10% of the acreage of any plat to be dedicated for park purposes; and

WHEREAS, the CITY has indicated its desire to take park dedication for the future phase in land; and

WHEREAS, since the execution of the AGREEMENT and the ADDENDUM, the CITY has identified certain specific public park use needs that can be best satisfied by the dedication of land described as Outlot E, MOORS ADDITION (the "Park Parcel"), as shown on Exhibit B, and that the City prefers the dedication of the Park Parcel in lieu of other land or easements previously agreed upon but not yet transferred; and

WHEREAS, the market value of the Park Parcel exceeds the value of the required park dedication for the DEVELOPER'S remaining development; and

WHEREAS, the parties wish to determine the remaining park dedication requirements for the entire Northfork PUD; and

NOW, THEREFORE, in consideration of the execution of the AGREEMENT and of the mutual covenants contained herein, the parties agree as follows:

1. The DEVELOPER shall immediately convey fee title to Outlot E, MOORS ADDITION to the CITY by general warranty deed.

2. The CITY shall reimburse the DEVELOPER $75,000.00 in recognition of the difference between the market value of the Park Parcel and the cash value of the park dedication and trail development obligations of the remaining phases of the Northfork PUD.

3. In recognition of Paragraphs 1 and 2 above, the CITY deems all park dedication and trail development dedications and/or fees to be satisfied for the Northfork PUD in general and the Development Parcels in particular, notwithstanding any language in the AGREEMENT or ADDENDUM to the contrary. The forgoing sentence assumes no more than 31 single-family lots are platted in the Development Parcels. In the event more than 31 single-family lots are platted in the Development Parcels, additional fees may be required.

4. All other terms and conditions of the AGREEMENT and ADDENDUM not amended by this AMENDMENT shall remain in full force and effect.

In WITNESS WHEREOF, the parties have executed this AMENDMENT this ___ day of _____, 2015.

DRAFT

NORTH FORK, INC.

By:_____
Its: Vice President

State of Minnesota)
) ss.
County of Anoka)

The foregoing was acknowledged before me this ____ day of _____, 2015 by Dennis Peck, the Vice President of North Fork, Inc., a domestic business corporation under the laws of the State of Minnesota, on behalf of the corporation.

_____
Notary Public

DRAFT

CITY OF RAMSEY

By:_____
Its: Mayor

ATTEST:

By:_____
Its: City Administrator

State of Minnesota)
) ss.
County of Anoka)

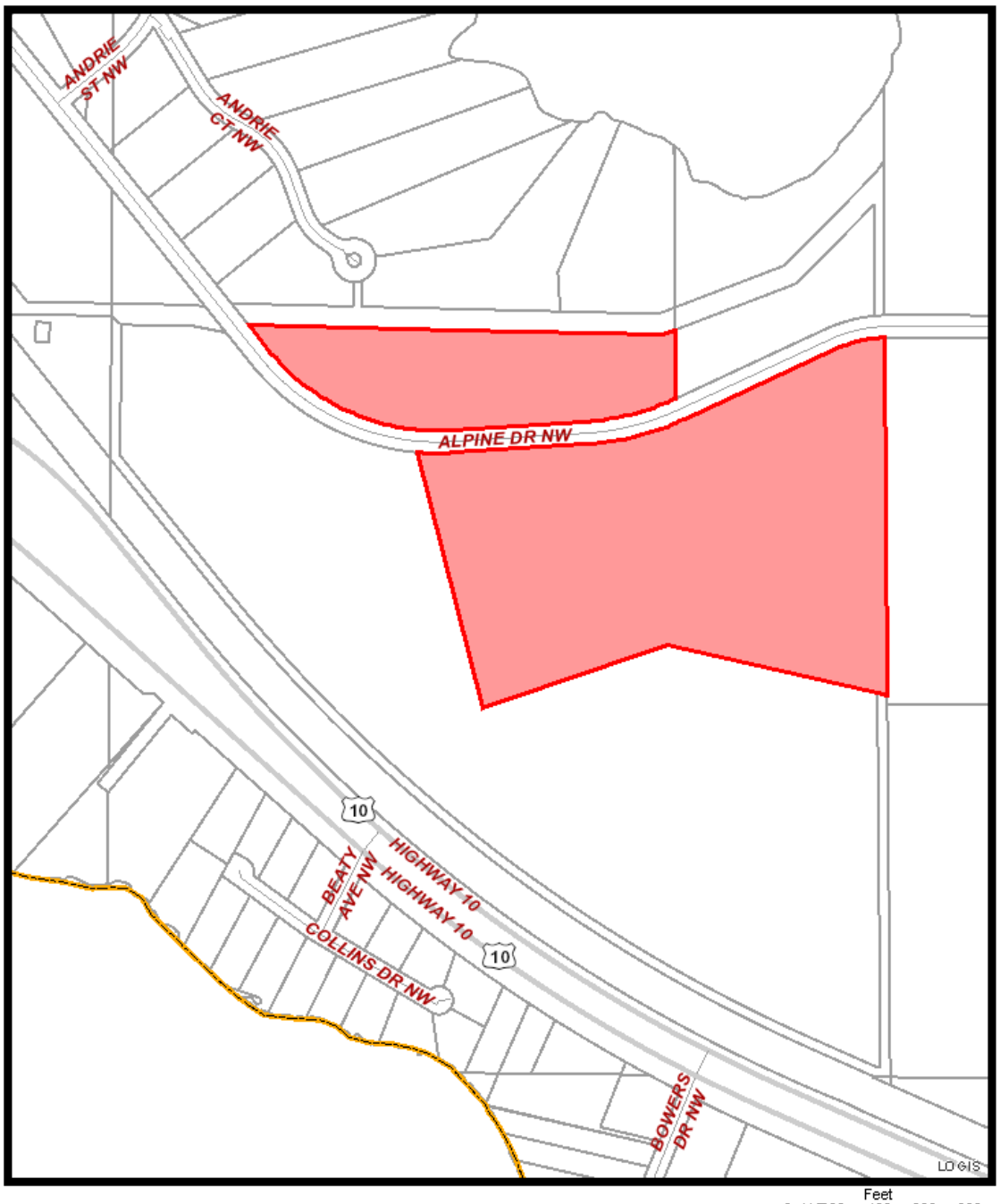
On this _____ day of _____, 2015, before me, a notary public, personally appeared Sarah Strommen and Kurtis G. Ulrich, the Mayor and City Administrator respectively, of the City of Ramsey, to me know to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

DRAFT

Exhibit A
Development Parcels

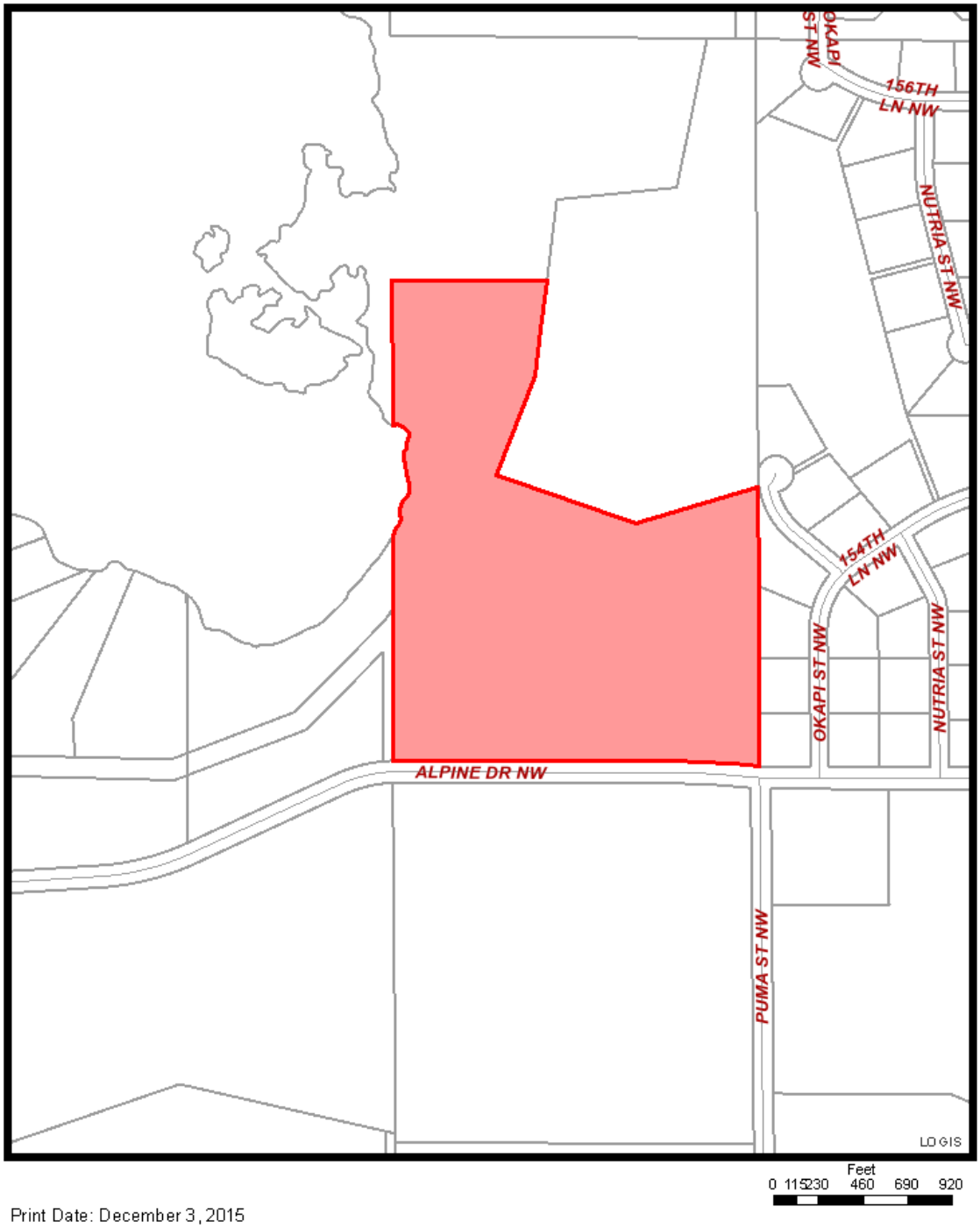
Northfork Development Parcels



Print Date: December 3, 2015

Exhibit B
Park Parcel

Northfork Lake Itasca Park Parcel



Print Date: December 3, 2015

North Fork, Inc.
49431 Alpine Ave N
Stanchfield, MN 55080

November 2, 2015

Mr. Mark Riverblood
Parks and Assistant Public Works Superintendent
Ramsey City Hall
7550 Sunwood Drive
Ramsey, Mn

Re: Park Dedication

Dear Mr. Riverblood

This letter is written to you to outline North Fork's proposal for the resolution of Park Dedication requirements for the unplatted portions of the Northfork PUD. It is our understanding that the City is interested in acquiring land, as opposed to cash, to meet these requirements. As you are aware the remaining undeveloped parcels are as follows: Outlot C Northfork Itasca Shores Addition, hereinafter "Thompson Parcel"; Outlot D, Northfork Itasca Shores, hereinafter "Outlot D"; Outlot E, Northfork Moors Addition, hereinafter "Outlot E" and Outlot C, Northforlk Addition, hereinafter, "Outlot C".

The Thompson Parcel consists of approximately ten acres of upland lying south of the rest of Northfork Itasca Shores Addition and north of Alpine Drive. The parcel is currently the subject of a Purchaser Agreement with Mr. Thompson and he is in process of bringing forward a plat for the parcel.

Outlot D consists of approximately 2.8 acres of upland and several hundred feet of shoreline along Lake Itasca. The parcel abuts the Thompson Parcel on the north.

Outlot E consists of 37 acres and includes mature oaks, some upland and some lowland and approximately 1200 feet of lakeshore. Outlot E is east and south of Lake Itasca and abuts the existing City park on the south. Outlot E is currently identified as parkland under the City's Comp Plan. The City has identified Outlot E as the location of any land which the City would want to satisfy Park Dedication requirements.

Outlot C consists of approximately 32 acres and lies south of Alpine Avenue. It is nestled in the front nine of the golf course. Outlot E would be developed into acreage lots consistent with the rest of the Northfork PUD

Currently all these properties are listed for sale.

Outlot E is already burdened with previous park dedication requirements. The City is entitled to a 50 foot wide corridor extending from Alpine Avenue to the existing park and two additional acres as deferred dedication from previously plats. The corridor amounts to approximately one acre. Park dedication requirements for Outlot E,

with the density proposed, would be 10%, or approximately 3.2 acres. Park dedication on the Thompson Parcel has already been satisfied per the terms of the 1987 Park Dedication Agreement as amended in 1989.
The City is, therefore, entitled to between six and seven acres in Outlot E. If the City desires the balance of the 30 acres of Outlot E, North Fork believes it is entitled to some compensation.

As shown on the attached sketch plan North Fork could arguably develop six lots on the site. The development costs should not exceed $150,000. The lots would be expected to sell for at least $50,000.00 each. A sale price of $300,000 less development costs of $150,000 would yield North Fork proceeds of $150,000. Because there remain outstanding issues including the placement of the City's 6+ acres, North Fork would be willing to reduce the sale price to $75,000. This amounts to approximately $2500 per acre. The current assessed value is $7000 per acre. If desired the purchase price could be paid in installments.

As a final agreement North Fork would propose the following:

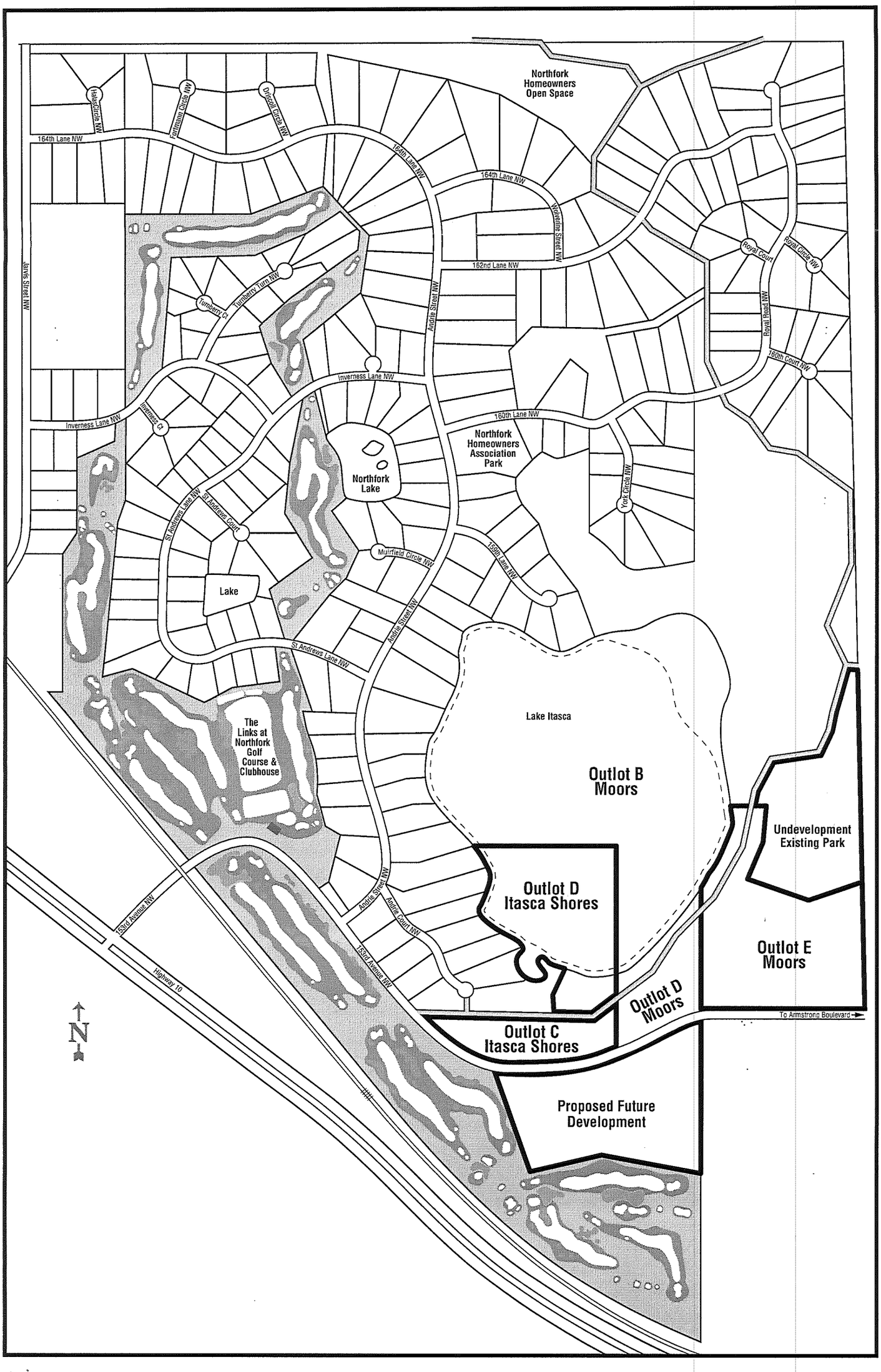
North Fork would convey fee title to the City for all of Outlot E.
Outlot E would be removed from the tax rolls so that North Fork would owe no further real estate taxes on the parcel.
Park and trail fees for North Fork's remaining parcels would be deemed satisfied.
The City would pay to North Fork the sum of $75,000, in reasonable installments if desired.

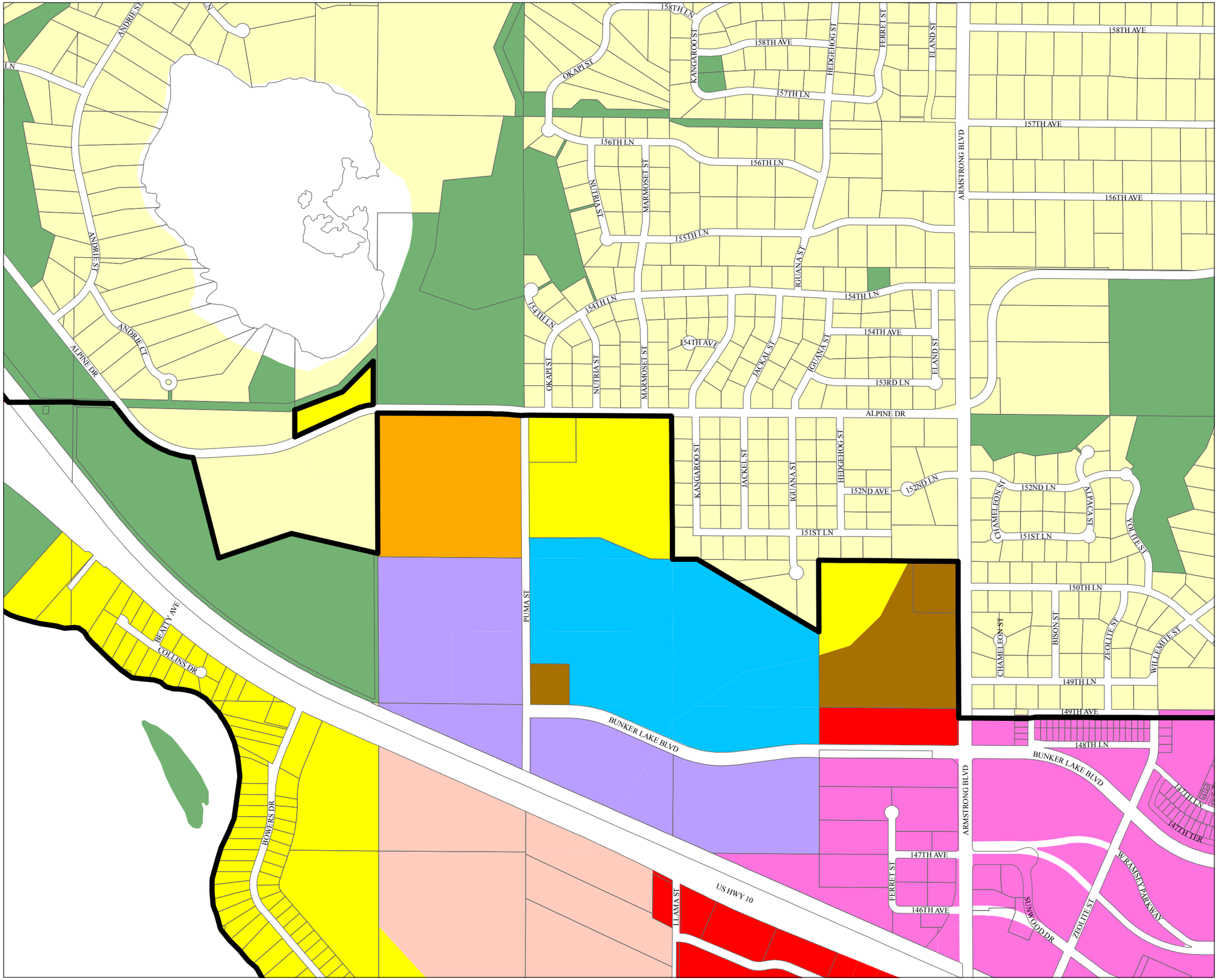
We would ask that you forward the foregoing letter to your Park Commission for its review,

If you have any questions or need some additional information, please let us know.

Sincerely,

Dennis F. Peck
Director of Development


Northfork Homeowners Open Space
Habas Circle NW
Fortmann Circle NW
Driscoll Circle NW
164th Lane NW
164th Lane NW
164th Lane NW
Wolverine Street NW
162nd Lane NW
Royal Court
Royal Circle NW
Royal Road NW
160th Court NW
James Street NW
Turnberry Ct
Turnberry Turn NW
Andrie Street NW
Inverness Lane NW
Inverness Lane NW
Inverness Ct
160th Lane NW
Northfork Homeowners Association Park
Northfork Lake
York Circle NW
St Andrews Lane NW
St Andrews Court
Muirfield Circle NW
159th Lane NW
Lake
Andrie Street NW
St Andrews Lane NW
Lake Itasca
The Links at Northfork Golf Course & Clubhouse
Outlot B Moors
Undevelopment Existing Park
Outlot D Itasca Shores
Andrie Street NW
Andrie Court NW
153rd Avenue NW
153rd Avenue NW
Outlot E Moors
Outlot D Moors
To Armstrong Boulevard
Highway 10
Outlot C Itasca Shores
Proposed Future Development
N



City of RAMSEY

2030 Comprehensive Plan
Future Land Use Map
Future Business
Park Proposed

MUSA: Urban Service Area

Future Land use

- LDR: Low Density Residential
- Rural Developing (Residential)
- MDR: Medium Density Residential
- HDR: High Density Residential
- Office Park
- Commercial
- MU
- Business Park
- Public
- Park

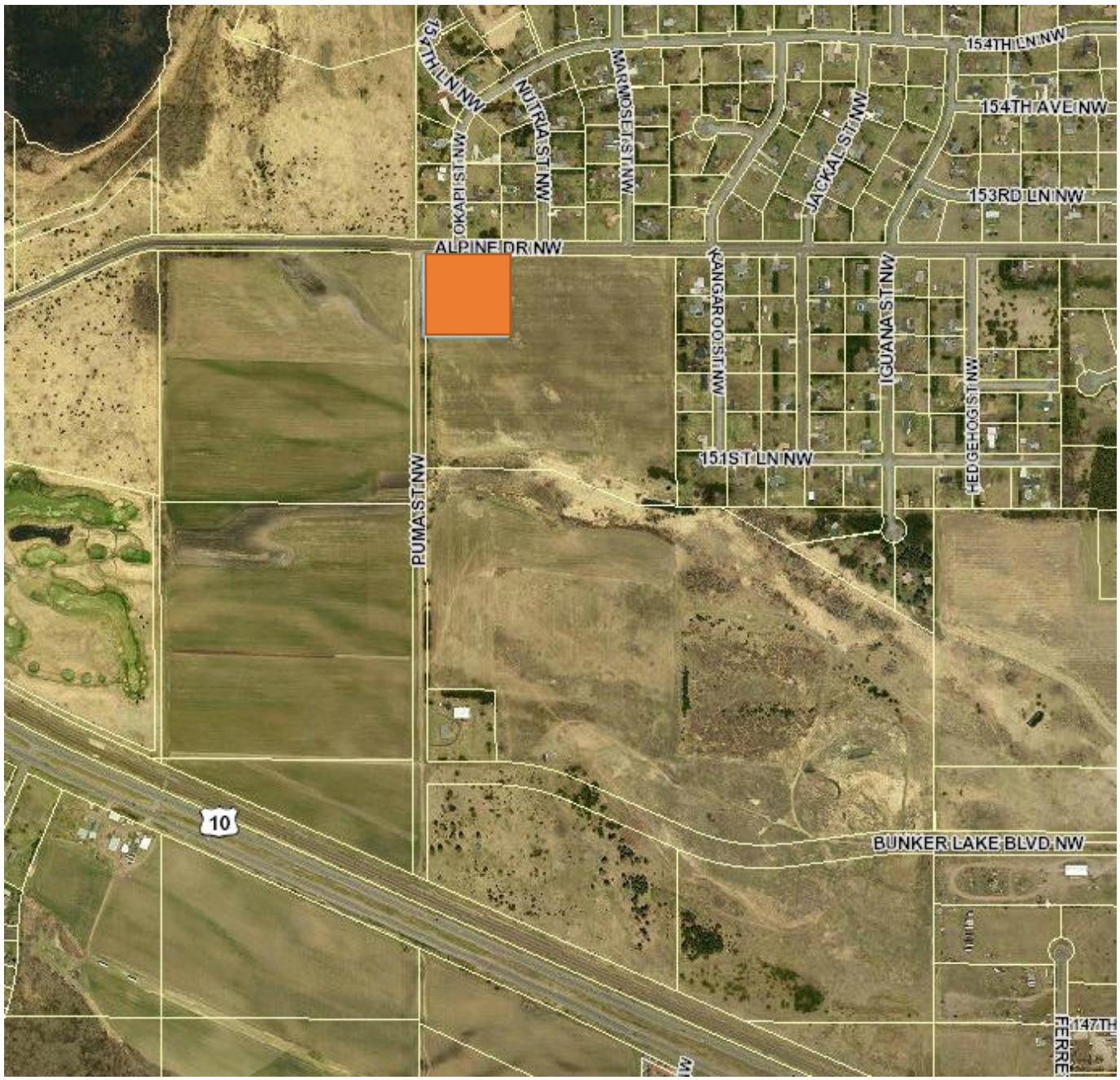
N
W E
S

0 750 1,500 Feet

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.


154TH LN NW
154TH AVE NW
153RD LN NW
ALPINE DR NW
151ST LN NW
BUNKER LAKE BLVD NW
147TH
154TH LN NW
NUTRIA ST NW
MARMOSET ST NW
OKAPI ST NW
JACKAL ST NW
KANGAROO ST NW
IGUANA ST NW
HEDGEHOG ST NW
PUMA ST NW
10

City of Ramsey 2012 Park and Trail User Map

FOOTBALL GREATS: DAVIS ST, MAN ST, HALAS ST, GUYON ST, FORTMANN ST, EATON ST, DRECOLL ST, GARR ST, BAUGH ST

MAMMALS: ANDRE ST, ZEBRA ST, YAK ST, XERUS ST, WOLVERINE ST, VICUNA ST, UNICORN ST, TIGER ST, SLOTH ST, RABBIT ST, QUAGGA ST, PUMA ST, OKAPI ST, NOTHRA ST, MARMOSET ST, LLAMA ST, KANGAROO ST, JAGUAR ST, IGUANA ST, HEDGEHOG ST, GIBBON ST, FERRET ST, ELAND ST, DOLPHIN ST, CHAMELEON ST, BISON ST, ALPACA ST

ROCKS: ZEOLITE ST, YOLITE ST, WHITLOCKITE ST, WILLEMITE ST, URANINITE ST, TRIPHYLITE ST, SAPPHIRE ST, RHINESTONE ST, QUARTZ ST, PERIDOT ST, OLIVINE ST, MICHE ST, MARBLE ST, LINCOLNITE ST, KAMACITE ST, JASPAR ST, IRONSTONE ST, HEMATITE ST, GARNET ST, FELDSPAR ST, EBONY ST, DOLOMITE ST, COLUMNA ST, BASALT ST, AZURITE ST

ELEMENTS: ZIRCONIUM ST, YTTRIUM ST, XENON ST, WOLFRAM ST, VANADIUM ST, URANIUM ST, TUNGSTEN ST, SODIUM ST, RADIUM ST, QUICKSILVER ST, POTASSIUM ST, OSMIUM ST, NEON ST, MAGNESIUM ST, LITHIUM ST, KRYPTON ST, JUNITE ST, IODINE ST, HELIUM ST, GERMANIUM ST, FLUORINE ST, ERBIUM ST, DYSPROSIUM ST, COBALT ST, BARIUM ST, ARSON ST, ZUNI ST, YAKIMA ST, XHOSI ST, WACO ST, VENTRE ST, UTE ST

INDIAN TRIBES: TONTO ST, SIOUX ST, SALISH ST, NUMUC ST, NAVAJO ST, MOHAWK ST, MIWOK ST, LIPAN ST, KIOWA ST, INCA ST, HOPI ST, GUARANI ST, FOX ST, ELDORADO ST, DAKOTAH ST, CREE ST, BLACKFOOT ST

181ST AVE, 180TH AVE, 179TH AVE, 178TH AVE, 177TH AVE, 176TH AVE, 175TH AVE, 174TH AVE, 173RD AVE, 172ND AVE, 171ST AVE, 170TH AVE, 169TH AVE, 168TH AVE, 167TH AVE, 166TH AVE, 165TH AVE, 164TH AVE, 163RD AVE, 162ND AVE, 161ST AVE, 160TH AVE, 159TH AVE, 158TH AVE, 157TH AVE, 156TH AVE, 155TH AVE, 154TH AVE, 153RD AVE, 152ND AVE, 151ST AVE, 150TH AVE, 149TH AVE

FORD BROOK PARK
ROGERS LAKE
RUM RIVER CENTRAL REGIONAL PARK
Rum River
THORN LAKE
RABBIT PARK
FOX PARK
AUTUMN HEIGHTS PARK
RUM RIVER HILLS GOLF
ELMCREST PARK
NORTHFORK LINKS
CENTRAL PARK
EDDY LAKE
TITTERUD PARK
NORTHFORK HOME OWNER ASSOC
RUM RIVER SCOUT CAMP
WOODLAND GREEN PARK
LAKE ITASCA
BEAR PARK
ALPINE PARK
WAYSIDE REST
PELTZER PARK
RAMSEY ELEMENTARY
NORTH COMMONS
SUNFISH LAKE
SUNFISH LAKE PARK
SOLSTICE PARK
THISTLE DRAW
COTTONWOOD PARK
RHINESTONE COMMONS
EMERALD POND PARK
FLINTWOOD TERRACE PARK
RIVERS BEND PARK
PROPOSED TRAIL UNDER RAILROAD BRIDGE OVERPASS
PROPOSED BRIDGE CROSSING
Mississippi River
MISSISSIPPI WEST REGIONAL PARK AND BOAT LANDING
RIVERDALE PARK
Island

Legend

Park_Map_symbols

Map Symbols

- Underpass
- Proposed Underpass
- Crosswalk
- Existing Trailhead
- Fire Station
- City Hall
- Proposed Trailhead

trails

Existing Trails

- Off-Road System
- On-Road (Within ROW)
- rightofway

Park - Open

TYPE

- PARKS
- OPEN SPACE/ TRAIL CORRIDOR
- PROPOSED PARK
- QUASI-PUBLIC
- REGIONAL

0 5001,000 2,000 3,000 4,000 Feet

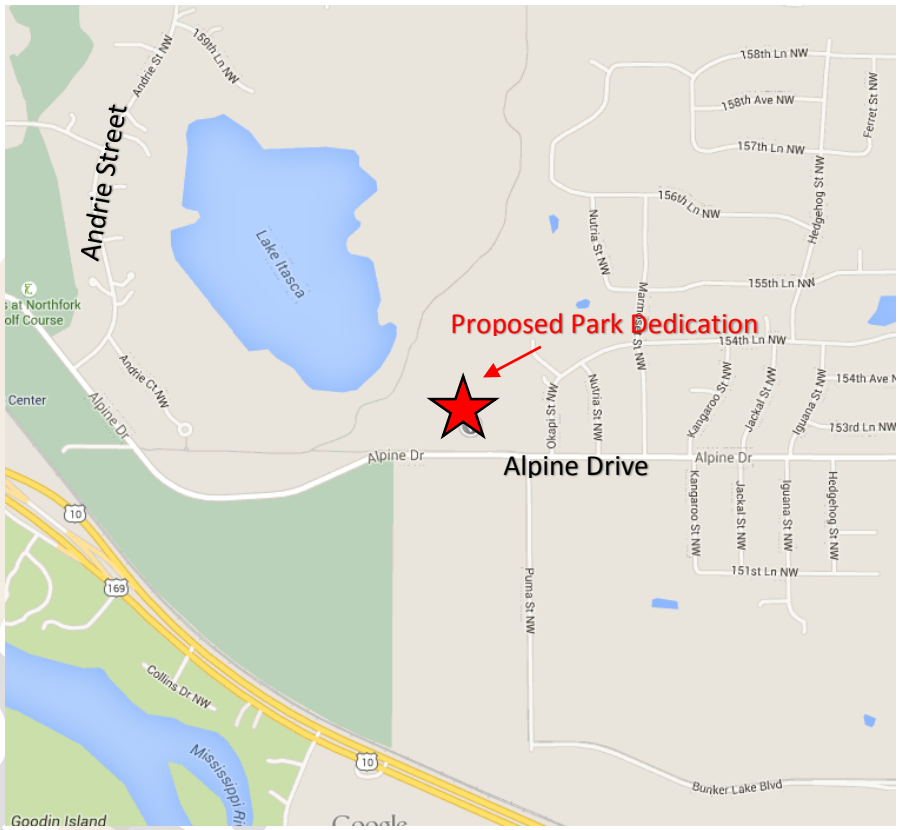
Prepared by City of Ramsey
Revised September 2012



7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

The City wants to hear from you. What value can a new park bring to your neighborhood?

The City of Ramsey has been approached by Northfork, Inc., the owner of undeveloped portions of the Northfork development, proposing to satisfy existing and future park dedication obligations by donating a 37 acre lot along the north side of Alpine Drive. The City desires your feedback to help us determine whether this is an appropriate location for a City park. If so, what improvements should be made?



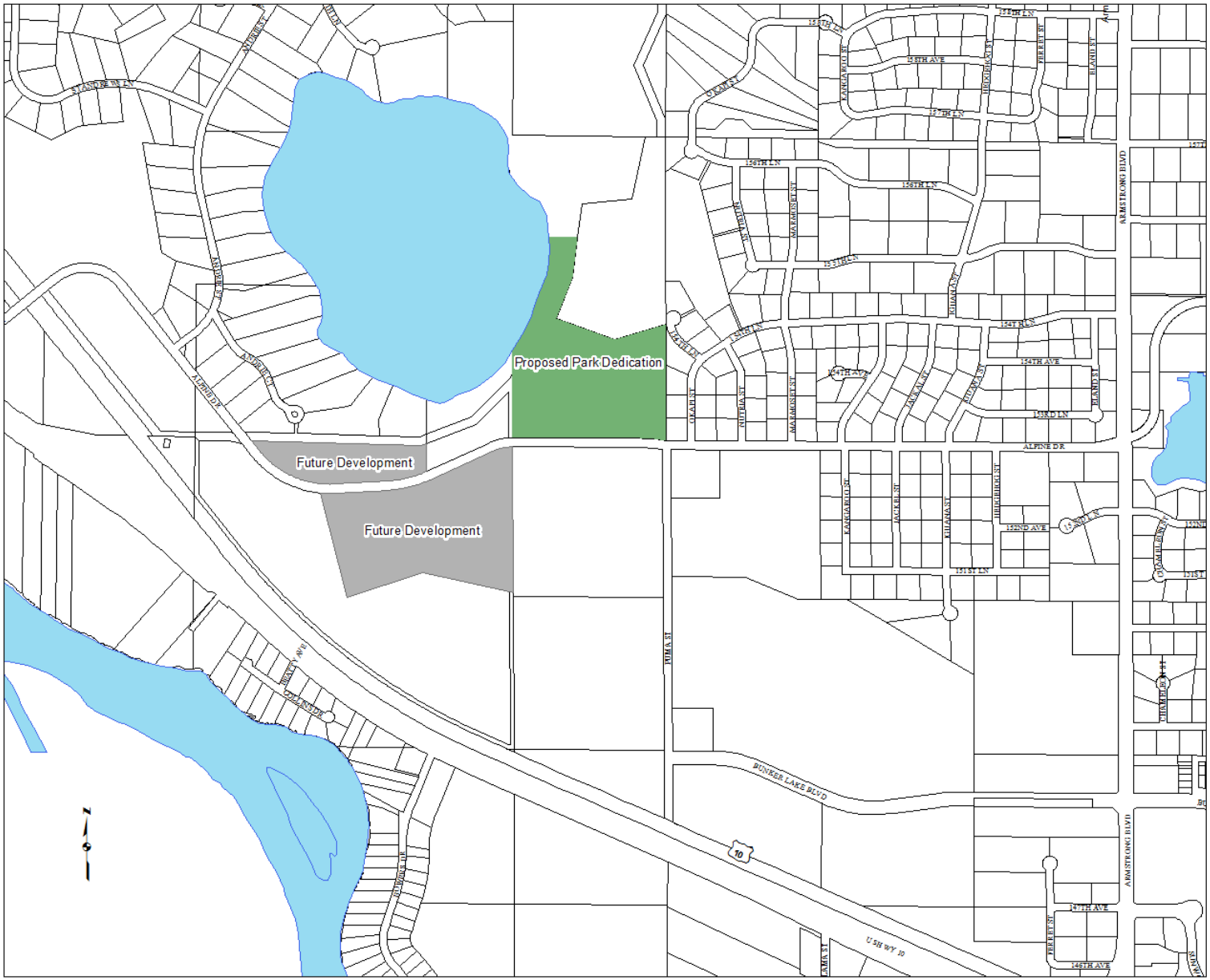
The City invites you to a workshop to assist the City in its review of the concept and creating ideas to these important policy questions collaboratively with the neighborhood. Please consider joining us to be part of the discussion and solution. You may also submit comments to mriverblood@cityoframsey.com or by calling 763-433-9853. If you are unable to attend, the City welcomes your comments and ideas at any time. For more information, please visit www.cityoframsey.com/NorthforkPark.

Thursday, August 13, 2015 at 5:30 p.m. to 8:00 p.m.
Ramsey Municipal Center,
7550 Sunwood Drive NW, Ramsey, MN 55303

Sincerely,

CITY OF RAMSEY

Mark Riverblood
Parks and Assistant Public Works Superintendent


Proposed Park Dedication
Future Development
Future Development
BUNKER LAKE BLVD
ALPINE DR
ARMSTRONG BLVD
HANCOCK ST
HANDY ST
HEREFORD ST
JEFFERSON ST
KANDIYOHI ST
MARION ST
OSWALD ST
PIPER ST
QUINCY ST
RAMSEY BLVD
ROBINSON DR
SUNRISE DR
TOMAHAWK DR
U.S. HWY. 10
153RD LN
154TH AVE
154TH LN
155TH AVE
155TH LN
156TH LN
157TH LN
158TH AVE
158TH LN
159TH LN
ALPINE DR
ANDREW CT
ANDREW ST
ANDREW TER
ASPEN RIDGE TRL
BUNKER LAKE BLVD
CRANE LAKE RD NW
DOVE ST NW
HANCOCK ST
HANDY ST
HEREFORD ST
JEFFERSON ST
KANDIYOHI ST
MARION ST
OSWALD ST
PIPER ST
QUINCY ST
RAMSEY BLVD
ROBINSON DR
SUNRISE DR
TOMAHAWK DR
U.S. HWY. 10
151ST LN
152ND AVE
153RD LN
154TH AVE
154TH LN
155TH AVE

NOTES AND COMMENTS FROM NORTHFORK PARK DEDICATION WORK SHOP
Thursday, August 13, 2015

What can a park bring to your neighborhood?

- Protect trees
- No baseball fields
- No athletic lights
- "Fitness" park OK (4 on sheet 1)
- No road in the location (2 on sheet 1)
- Street OK here (3 on sheet 1)
- Pedestrian connection to lake (5 on sheet 1)
- Increase accessibility to Lake Itasca Trail (6 on sheet 1)
- Kayak Kiosk
- Lake Itasca vegetative management (DNR)
- Preference = not residential
- Small/tiny playground
- Similar to Sunfish Lake
- Preserve natural state
- Water quality
- Not Central Park
- See Sunfish Lake Park
- "Nature" trail – not paved
- Interpretive trail
- Prefer passive improvement rather than sports complex
- Drainage concerns (on sheet 2)

COMMENT CARDS

- No multiunit buildings, no apartment, do not interrupt existing trail
- Prefer passive park, no ball fields, and no lights
- Protect trees, no baseball and soccer fields, no playground. Trails benches, and fitness station
- NIMBY
- Protect trees, no athletic fields, no playground. Trail, benches and beauty
- Keep natural limited lighting, auto access. Allow for more opportunities to use the lake – kayak, skating. Increase access points for pedestrians and bicycles.
- As a resident of Northfork I would be pleased to see a park in the proposed property. My concerns would include; park concept (team sports vs wildlife and trails), parking and lighting (minimal), park access to Lake Itasca (doc). If possible, discussion of park layout would be helpful

EMAIL RESPONSES

- Consider a splash pad and park
- New park only if it includes a pool
- Walking trails, benches by the lake, a small playground and groomed fields with a bit of natural grass
- No park! Fix our streets!
- No dog park!

RESOLUTION #15-12-297

A RESOLUTION ACQUIRING 37-ACRES FOR LAKE ITASCA COMMUNITY PARK, AND SATISFYING PARK DEDICATION FOR NORTHFORK INC.

WHEREAS, access to parks, natural resources, open space and recreation areas, are essential to the quality of life, health and welfare of the City of Ramsey; and

WHEREAS, community park systems play a vital role in providing a diversity of needed recreational opportunities to individuals and families; and

WHEREAS, the City of Ramsey has planned for the Lake Itasca Community Park for decades in the location of Outlot E, Northfork Moors Addition; and

WHEREAS, the City of Ramsey and Northfork Inc. have intended on the conveyance of Outlot E through deferred Park Dedications and other considerations; and

WHEREAS, the City of Ramsey and Northfork Inc. have reached a mutually beneficial agreement to dedicate Outlot E as park, satisfy all Park Dedication obligations, including for remaining developable areas along Alpine Drive, and this shall be executed in the form of the December 2015 Amended Park Dedication and Trail Development Agreement for Northfork Inc.; and

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

That, the City Administrator and Mayor are authorized to execute the December 2015 Amended Park Dedication and Trail Development Agreement for Northfork Inc., Dedicating the 37-acre Outlot E as park, and issuing $75,000 from the Park Trust Fund to Northfork Inc. in recognition of the difference between the market value of the park parcel and the cash value of the Park Dedication and Trail Fees satisfied.

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:

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 day of December 8th, 2015.

Mayor

ATTEST:

City Clerk

Our Mission: To work together to resposibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Regular Session **7. 2.**

Meeting Date: 12/08/2015

By: Michael Healy, Community Development

Information

Title:

Discuss Follow Up of Recent Erosion Site Visit on Mississippi River and Consider Authorizing a Shoreline Inventory of Erosion Concerns along the Mississippi River

Purpose/Background:

Purpose

The purpose of this case is to recap a recent site visit of a property along Mississippi River with potential erosion issues. The site visit was at the request of the Property Owner. As a primary outcome of that discussion, Anoka Conservation District recommended that a shoreline inventory be completed in order to better position the community for other funding sources to aide property owners implement erosion stabilization projects.

Thorough documentation of the erosion problem could prove important if the City and/or the Anoka Conservation District are going to attempt to secure competitive grant dollars for erosion mitigation efforts. The Anoka Conservation District recently completed a shoreline inventory of a portion of the shoreline upstream of the Coon Rapids Dam, including both the Mississippi and Rum Rivers within the Coon Rapids Dam Pool. This inventory stopped just short of the borders of the City of Ramsey. This study was aimed at measuring the erosion impacts of a new program begun in the winter of 2012-2013 to keep water levels elevated all year long in the Coon Rapids Dam pool to halt the spread of invasive carp species.

The Anoka Conservation District has quoted the City of Ramsey a price of $5,000 to extend the study to cover all of the Mississippi River properties within the city. This cost would include $1,500 to complete a photo inventory of the river and $3,500 to compile a formal report. One of the included deliverables would be an atlas showing all of the pictures of the entire riverbank. The $5,000 payment would be a lump sum and the Anoka Conservation District would be responsible for any cost overruns.
Staff has contacted Anoka County Parks to to consider contributing financially to the project due to their interest in better understanding erosion issues at Mississippi West Regional Park. Anoka County Parks has expressed a willingness to be a partner and discussion continues regarding the appropriate share of funding from the City and Anoka County Parks. The Anoka Conservation District has indicated that the best time to complete such an inventory is during leaf-off conditions prior to significant snow accumulation so that the erosion would be completely visible.

Background

The owners of several properties along the Mississippi River recently invited the Ramsey City Council to visit their properties to witness severe erosion that has been occurring. The property owners report that erosion has intensified in recent years and that their individual efforts to combat it have been both expensive and ineffective as long-term solutions. According to the property owners, plantings aimed at mitigating erosion have been washed away within a

year or two and many attempts to reinforce the banks with rip-rap have failed to provide permanent relief. More details of feedback are included in the attached summary of discussions from the site visit.

Observations/Alternatives:

Observations

There is visible erosion taking place at the Mississippi River properties that were visited by the City Council. There are several spots where the river has undercut the riverbank and exposed tree roots. It does appear that more comprehensive solutions are warranted at this time. Conducting a shoreline inventory is the most logical next step if the City is interested in better understanding the river erosion issue and helping the Anoka Conservation District to strengthen future applications for erosion mitigation funds along the river. Anoka County Parks has indicated willingness to participate in the cost of conducting the inventory due to their interest in better documenting and understanding the erosion occurring at Mississippi West Regional Park. Those details are still be clarified. Any approved cost share would reduce the City's not to exceed amount of $5,000.

The completion of this type of a study would ultimately provide a public benefit. By better understanding the severity of erosion issues along the riverbank, the problem areas can be prioritized and the impacted property owners can be contacted to determine their interest/commitment to potential stabilization efforts. This seemingly would strengthen potential grant proposals aimed at mitigating erosion issues. That would not only stabilize the riverbank but would also result in better water quality and maintain or even improve aquatic habitat along the shoreline as well.

Alternatives

Alternative 1: Authorize Staff to engage the services of the Anoka Conservation District to complete a shoreline inventory for a not-to-exceed cost of $5,000.00, and continue discussions with Anoka County Parks on an agreed cost-share structure. Staff recommends this option. Normally, Staff would postpone this case until these details are completed. However, time is of the essence if the City Council wants to move forward this year in favorable conditions.

Alternative 2: Postpone action until a formal cost-share arrangement is finalized. The not to exceed amount of $5,000 is a relatively small amount. There is no formal need to move forward immediately, and this inventory can be postponed until fall/winter of 2016. This alternative is an equation of how this inventory fits within the Council's priorities. Staff would also support this option of delaying action. Staff simply didn't want to inadvertently miss out on a immediate opportunity.

Alternative 3: Do not authorize this inventory. Without this more detailed information, grant funding to assist with addressing these issues will likely be difficult to secure and water quality and aquatic habitat would also be negatively impacted. Staff does not support this option.

Funding Source:

The inventory would be funded through a cost-sharing arrangement with Anoka County Parks and the City of Ramsey. The City of Ramsey's share would come out of the general fund as part of the Community Development professional services fund.

Recommendation:

City staff recommends engaging the services of the Anoka Conservation District to complete a shoreline inventory at a cost not to exceed $5,000, to be funded through a cost-sharing agreement between Anoka County Parks and the City of Ramsey. This study would be completed whenever the Anoka Conservation District determines that conditions are most suitable.

Action:

Motion to authorize Staff to contract with the Anoka Conservation District to conduct a shoreline inventory of Ramsey's Mississippi River properties at a not-to-exceed cost of $5,000, with a cost-sharing arrangement with Anoka County Parks.

Attachments

CC Special Session 11.10.15 Draft Meeting Minutes

Coon Rapids Dam Pool Inventory

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/02/2015 11:13 AM
Chris Anderson	Chris Anderson	12/02/2015 12:28 PM
Tim Gladhill	Tim Gladhill	12/03/2015 08:01 AM
Tim Gladhill	Tim Gladhill	12/03/2015 08:28 AM
Kurt Ulrich	Kurt Ulrich	12/03/2015 10:57 AM
Form Started By: Michael Healy		Started On: 12/01/2015 01:33 PM
Final Approval Date: 12/03/2015		

City Council Special Session

November 10, 2015

Meeting Held at: 6356 Riverdale Drive NW, Ramsey MN

City Council Members Present: Mayor Sarah Strommen, Council Member Mark Kuzma, Council Member Melody Shryock, and Council Member Kristine Williams.

City Staff Present: Kurt Ulrich, Bruce Westby, Leonard Linton, Michael Healy

Residents Present: John Freeburg (host), Dave Acklund, Mike Miller

Others Present: Mitch Haustein, Anoka Conversation District

Meeting began at 4:03 PM.

Topic: Erosion Issues on the Mississippi River Bluffs of Ramsey and Potential Government Role

Meeting consisted of a walking tour of several adjacent properties that have experienced erosion issues.

The first spot that was surveyed was Mr. Freeburg's property. City officials and staff joined Mr. Freeburg on the staircase leading down to his boat launch area. Mr. Freeburg explained that he first noticed that substantial erosion was taking place on the riverbank in 1992 when he put in stairs going down to the river. At that time, he applied 40 tons of rip-rap to the area in order to reinforce the bank, maintain his property line, and keep his stairs stable. Since that time, Mr. Freeburg estimates that he has had to put upwards of 500 tons of rip-rap and other rock in place in order to keep the erosion of his boat launch at bay. He has spent over $50,000 so far on materials and reports that the cost would have been much higher except that he has connections and has been able to obtain the rip-rap at a heavily discounted rate. The downside of using rip-rap on the bluff is that in order to get it to the riverbank he has to roll it down the bluff or use chutes. This process invariably damages the plants along the bluff and in general tears up the bluff.

Mr. Freeburg reports that there is a flooding component in all of this. Floodwaters typically come up fairly high on his stairs. There is a rock ridge nearby and the water above it is often quick to freeze. Water behind the rock ridge then backs up and floods the area, causing erosion. Mr. Freeburg is well aware that the conventional wisdom is "plant grass and trees" to address erosion but he has tried this several times and the river flooding has carried away his plantings. Mr. Freeburg states that if he had not added all of the fill over the years, the river would have eroded away most of his boat launch, leaving the posts that he has sunk into the bank surrounded by river. He isn't sure what the legal ramifications are from this, whether or not he would then be in violation of rules against installing permanent fixtures into the river.

Mr. Freeburg reports that a dramatic increase in erosion has occurred in the last forty years and may be the result of temperature fluctuations brought about by the presence of the Monticello power plant up the river. He does not think it makes sense for the river to have been fairly stable for thousands of years only to suddenly start changing rapidly right after the power plant went in. He reports that he has done

a lot of internet research and that many studies have found a causal link between nuclear power plants and issues like what his property is experiencing. He further reports that the river used to consistently freeze all the way over and remain like that for much of the winter. The river, possibly warmer these days because of the power plant, now typically only slushes up and never fully freezes. He suspects that this frequent melting and freezing throughout the winter may be exacerbating erosion. Mr. Freeburg pointed out several places on his property and the neighboring properties where the river has undercut the bank, eroding at least six feet deep beneath the bank itself.

Mr. Freeburg and his neighbors acknowledge that this issue may be more of a county or state issue than a city issue. They hope that Ramsey's City Council can help them to better understand what help might be available to them and to advocate for beneficial projects that could help mitigate erosion. The residents noted that Anoka recently used a barge to dredge the Rum River and used the material that was dredged to reinforce the river banks. They contend that this is a lot less damaging to the bluffs than pouring rip-rap down the hill. Also, if enough properties are participating, there are economies of scale at play in using a barge that may end up making it cheaper than hauling in materials on trucks. Mr. Freeburg noted that the regional park on the Mississippi River has been experiencing major erosion problems as well. If the County were to hire a barge at some point to dredge and reinforce the park, might it be possible for nearby landowners to contribute extra funds in order to have the barge come to their properties and dredge and reinforce there also? It was noted that the river is unusually shallow in this area, generally not more than 8 feet deep.

It was asked whether or not there might be other communities in the area experiencing similar issues with erosion who might be inclined to participate in these discussions and in potential solutions. Mr. Freeburg and the other residents expressed doubts that communities across the river are having the same problems since there are no bluffs there. It is fairly straightforward to reinforce a flat bank. It was noted that Champlin has done some erosion mitigation but that they have had simpler projects because their river lands do not have the same high bluffs.

Mayor Strommen noted that from what she has heard, it appears like an individual approach to addressing erosion does not seem to be working. It appears that this might be an issue that needs to be addressed collectively. Mitch Haustein of the Anoka Conversation District reported that the conservation district has recently applied for funds for river restoration projects. However, they have applied for these funds before and have thus far been unsuccessful in obtaining them. Mitch noted that having more specific information and partnering with groups of residents can greatly strengthen applications and increase the chances of getting funding. He invited the residents to share their contact information with the conversation district so that they can coordinate in the future when applying for funds. It was also noted that the County is well aware of the erosion problems at the regional park.

The meeting concluded at 4:48 PM.

DRAFT

The following clarifying statements were submitted by meeting host John Freeburg via email shortly after he received the draft copy of the meeting minutes:

Statement 1: I would like to add some clarifications. Regarding the rip-rap to my property, this was done in conjunction with my immediate upstream neighbor Mr. Al Farmes. Over the course of about 20 years He and I have put in about $50,000 out of pocket into the restoration and repair of our mutual approximately 100 foot long riverbank. He put in approximately $15,000 and I put in approximately $35,000. He and I spent many hours of our own labor in completing this project. We have both benefited greatly from this mutual effort. At the current time neither of us can preform the heavy labor required to maintain or add to the river bank. Lately I have had to hire a local contractor to help me with these tasks. The current cost of these repairs is approximately $3,000 per running foot of river bank if starting from nothing, considering the cost of putting one ton of material in place about $1,000 and it takes about 3 tons to cover up one foot of riverbank.

Regarding the power plants. There are actually two of them up stream from us, one nuclear plant at Monticello and one coal plant at Becker. Both put out cooling water discharge into the river. Several years ago the Monticello plant was shut down for maintenance, during the winter of that year the river froze over as it had done in years past and a "normal " ice out occurred that spring. The Becker plant was in full operation during this time. This would seem to indicate that the river can handle the discharge from one power plant but not two.

Statement 2: Just one more clarification. The rock ridge that is approximately 1/3 mile down stream from me is also the approximate same location for an underwater power cable crossing. The possibility exists that the rock ridge was put there to protect the power line. This would mean that our flooding problem is in part man made but completely out of our control.

DRAFT



Coon Rapids Dam Pool Shoreline Inventory

Prepared by:

ANOKA CONSERVATION DISTRICT

for

The Minnesota Department of Natural Resources

December 2012

Table of Contents

Executive Summary 2
Methods 2
    Preparation 2
    Field Work 2
    Soil Loss Estimation 4
Results 5
Site Profiles 6
Complete Inventory Atlas ..... Appendix

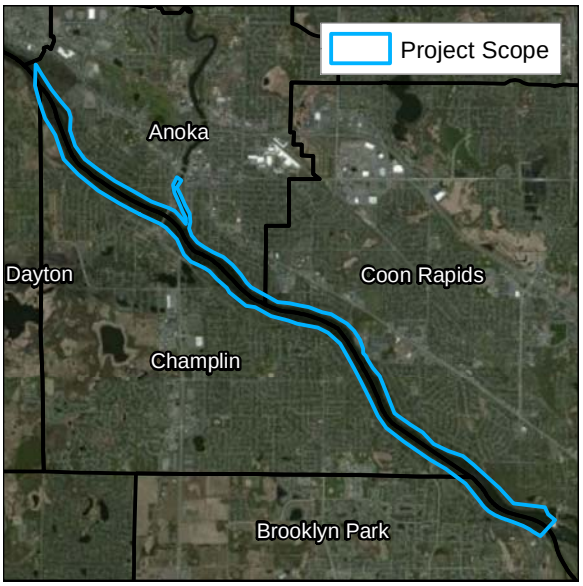
Executive Summary

Starting in the winter of 2012-2013, the water levels in the Coon Rapids Dam Pool will remain raised all year long as a way to keep invasive carp species from traveling upstream. Landowners along the river were concerned about how the higher water level may affect their shoreline through ice damage and erosion. The purpose of this project was to gather information about current bank conditions in the pool in order to better address residents' concerns about the future and to direct the use of available public bank stabilization funding.

A total of 16.2 miles of riverbank was inventoried leading to the identification of 13 project sites, which if stabilized, would reduce sediment loading to the river by 5,220 tons per year.

Methods

Preparation



The project scope was determined primarily by the extent of the pool with the dam fully raised. According to the Army Corps of Engineers, the pool extends 7.1 miles north of the dam when the pool is fully raised. In order to include all potential changes, the current inventory extends 7.5 miles to the Champlin-Dayton border. The Rum River was also inventoried nearly to the dam in Anoka because it could also potentially be affected by the rise of the pool. An atlas of the river was printed for note-taking purposes.

Field Work

The inventory was conducted on October 16th and 17th, 2012. The pool was still raised to its full height. Four staff members were on the inventory crew. The first person recorded erosion conditions and estimated a lateral recession rate for the bank. Using the Wisconsin NRCS Direct Volume Method, the entire shoreline was given a 1-4 ranking, ranging from slight to very severe erosion. These erosion classifications were converted to lateral recession rates for use in soil loss calculation (see next page for detailed descriptions).

A second staff member recorded any structures on or near the shoreline and gave them a ranking as either stable, slumping, or failing. It is important to note that the erosion conditions near a structure do not necessarily indicate the stability of a structure. For example, the soil behind a

failing retaining wall may still be quite stable. Structures that are typically taken out for the winter months like movable docks and stairways were not recorded. These observations were recorded on a paper map.

Finally, a third person took geo-tagged photos of the entire shoreline for reference. These photos can be viewed just like normal photos, but they also contain XY coordinates and the angle at which they were taken. (They can be mapped using ArcGIS 10.1, or by using the ArcPhoto add-on for older versions). In order to take high quality photos, the boat typically stayed between 50 and 100 feet from shore, but sometimes had to go farther out to avoid shallow water.

The paper atlases were then digitized into three GIS shapefiles; one for erosion condition and recession rate (Recession_Rate.shp), one for shoreline structures like retaining walls and riprap (Shoreline_Structures.shp), and one for discrete structures like staircases, permanent docks, and buildings (Point_Structures.shp).

All of this information was used to create an inventory atlas of the pool which can be found in the appendix to this document. The atlas contains erosion severity, shoreline structures, discrete structures, and photos of the entire shoreline. To find information about structure condition see the shapefiles provided with this document.

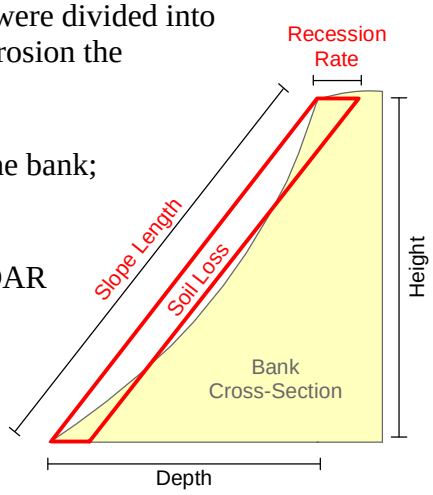
Wisconsin NRCS Direct Volume Method Recession Rate Classifications

Symbol	Category	Lateral Recession Rate (ft/yr)	Description
	Slight	0.01 - 0.05	Some bare bank but active erosion not readily apparent. Some rills but no vegetative overhang. No exposed tree roots.
	Moderate	0.06 - 0.2	Bank is predominantly bare with some rills and vegetative overhang. Some exposed tree roots but no slumps or slips.
	Severe	0.3 - 0.5	Bank is bare with rills and severe vegetative overhang. Many exposed tree roots and some fallen trees and slumps or slips. Some changes in cultural features such as fence corners missing and realignment of roads or trails. Channel cross section becomes U-shaped as opposed to V-shaped
	Very Severe	0.5+	Bank is bare with gullies and severe vegetative overhang. Many fallen trees, drains, and culverts eroding out and changes in cultural features as above. Massive slips and washouts common. Channel cross section is U-shaped and stream course may be meandering.

Soil Loss Estimation

All sections of shoreline marked either severe or very severe were divided into sites for analysis. For every section of severe or very severe erosion the following variables were calculated:

- ***Depth***: horizontal distance from the toe to the top of the bank; calculated using GIS
- ***Height***: vertical height; measured with Nov. 2011 LiDAR elevation data
- ***Slope Length***: length of diagonal slope; calculated from *depth* and *height* measurements
- ***Recession Rate***: yearly lateral recession of bank (.4 ft/yr for severe erosion and .75 ft/yr for very severe erosion)
- ***Length***: length of the erosion along the river; calculated using GIS





These variables were used in the equation below to calculate the annual soil loss. Sandy soil weighs approximately 100 pounds per cubic foot.

$$\frac{SlopeLength(ft) * RecessionRate(ft/yr) * Length(ft) * 100(lb/ft^3)}{2000(lb/ton)} =$$

Estimated Soil Loss (tons/year)

Results

Erosion

Most of the shoreline inventoried had only limited erosion. About 93% of the shoreline inventoried was rated either slight or moderate erosion (0.0 - 0.2 ft/yr). 3.5% of the shoreline was rated severe (0.3 - 0.5 ft/yr) and another 3.5% was rated very severe (>0.5 ft/yr).

Most of the badly eroding shoreline is located on public property. Although only 26% of the shoreline is public property, it contains 59% of the severe erosion and 93% of the very severe erosion. As a result, public land accounts for 78% of the total sediment loss from this section of river.

Erosion Summary

Erosion Severity	Length (miles)	%
Slight	11.46	70.5%
Moderate	3.65	22.5%
Severe	0.58	3.5%
Very Severe	0.57	3.5%
Total	16.26	100%

Erosion on Public Land	Severe		Very Severe		Estimated Soil Loss	
	Miles	%	Miles	%	Tons/Year	%
Public Land	0.34	59%	0.53	93%	4081	78%
Private Land	0.23	41%	0.04	7%	1139	22%

Shoreline Structures

A slim majority of the shoreline had no shoreline structures to protect the bank from erosion (59.4%). Around 20% of the shoreline was protected by a retaining wall, along with another 20% protected by rip rap. Less than 1% of the shoreline was identified as a constructed beach.

There was again a large difference between public and private property. Nearly 90% of public land had no shoreline structure whatsoever. This isn't surprising given that most of the public land is park land, but it does help explain why so much of the public shoreline is eroding.

Shoreline Structures Summary

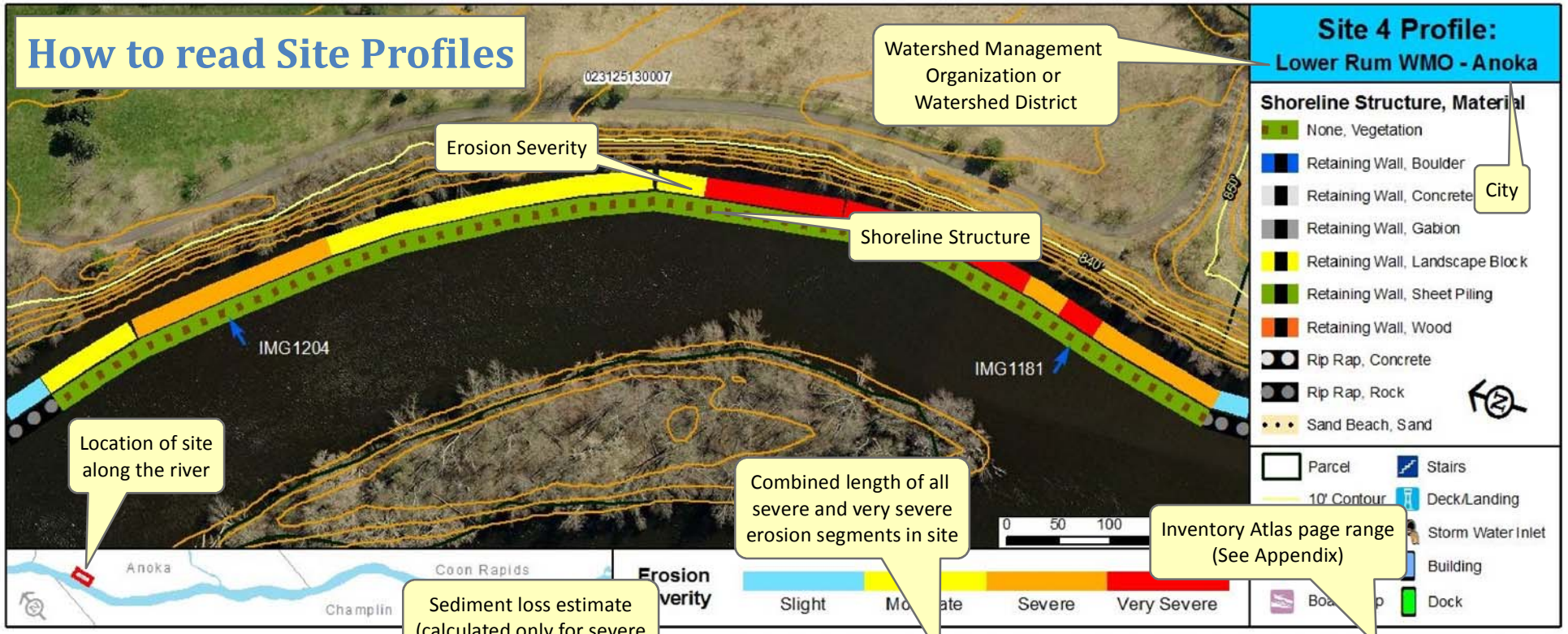
Structure Type	Material	Private	Public	Total
None	**Vegetation/Bare**	**49.1%**	**87.8%**	**59.4%**
Retaining Wall	Boulder	10.4%		7.6%
	Concrete	1.9%	0.1%	1.4%
	Gabion	0.5%		0.4%
	Landscape Block	2.2%		1.6%
	Rail Road Ties	12.1%		8.9%
	Sheet Piling	0.5%		0.4%
	Wood	0.1%		0.0%
	Subtotal	**27.7%**	**0.1%**	**20.4%**
Rip Rap	Concrete	0.8%	3.1%	1.4%
	Rock	21.7%	8.5%	18.2%
	Subtotal	**22.5%**	**11.6%**	**19.6%**
Sand Beach	**Sand**	**0.7%**	**0.4%**	**0.6%**
		100.0%	**100.0%**	**100.0%**

Site Profiles

Wherever severe or very severe erosion was observed, a site profile was created. The primary purpose of these profiles is to highlight these areas for landowner outreach. The table below is a summary of the 13 sites. Following it are the more detailed site profiles. Each profile includes a detailed map of the site, statistics including soil loss estimates, and potential best management practices to address the problem.

Site #	Watershed	City	Ownership	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Atlas Page #	Photo #	PIN
1	Coon Creek	Coon Rapids	Anoka County	**1871 tons**	2051'	1.5-2.0 to 1	6-12	31-60	273124210001
2	Coon Creek	Coon Rapids	Anoka-Ramsey Community College	**510 tons**	312'	1.4 to 1	37-39	178-191	173124130005
3	Coon Creek	Coon Rapids	Private (4 properties)	**439 tons**	341'	1.4 to 1	33-34	149-159	173124440005 173124440007 173124440008 203124110001
4	Lower Rum	Anoka	City of Anoka	**581 tons**	738'	2.0-2.5 to 1	103-105	1179-1209	023125130007
5	Lower Rum	Anoka	City of Anoka	**51 tons**	159'	2.5 to 1	111-112	1255-1265	353225340001
6	West Mississippi	Brooklyn Park	Three Rivers Parks & Private	**1142 tons**	1446'	1.5-2.0 to 1	201-206	1030-1082	0211921340005 0311921140011
7	West Mississippi	Champlin	Private (2 properties)	**209 tons**	186'	1.4 to 1	184-185	902-918	3312021410027 3312021410011
8	West Mississippi	Champlin	Private (3 properties)	**168 tons**	283'	1.5 to 1	174-175	820-833	2812021340012 2812021340011 2812021340010
9	West Mississippi	Champlin	City of Champlin	**64 tons**	63'	1.8 to 1	165	741-744	2912021140001
10	West Mississippi	Champlin	Private	**55 tons**	124'	2.0 to 1	172	798-806	2812021340033
11	West Mississippi	Champlin	Private (2 properties)	**55 tons**	154'	2.0 to 1	171	788-795	2812021310001 2812021320014
12	West Mississippi	Champlin	Private	**38 tons**	67'	1.8 to 1	166	754-756	2812021230002
13	West Mississippi	Champlin	City of Champlin	**32 tons**	138'	1.8 to 1	116	1287-1294	1312022220001

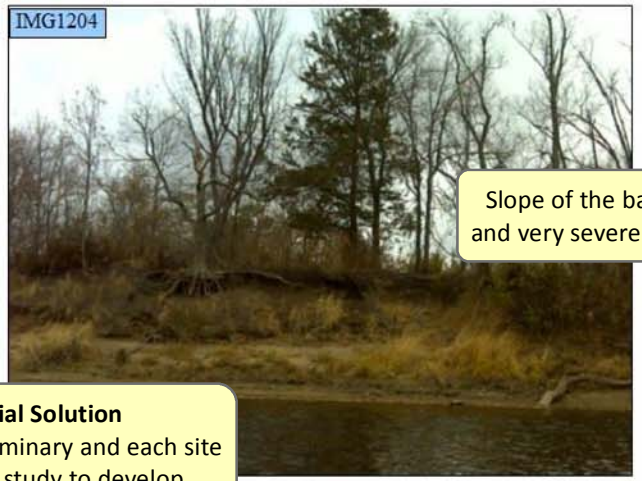
How to read Site Profiles

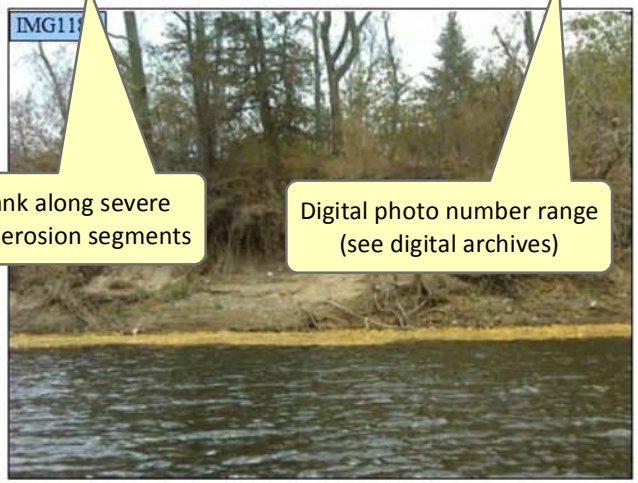


Additional Info: Located on a cut-bank, this a[illegible] to be hit by large sheets of ice in the spring. Many slumping and recently fallen trees show the fast pace of soil loss here. Root overhangs of several feet are widespread in the areas marked severe and very severe. A paved City of Anoka bike trail runs along the top of the bank, between 10 and 15 feet away from the steep bank. Within a few years erosion could threaten the integrity of the trail.

Potential Solution: Protect the toe of this bank from ice damage by armoring it with large rip rap or boulders several feet above the [illegible]aterline. Use native plants to cover and stabilize the upper[illegible]es. A turf stabilization material may also be needed for the[illegible] the bank.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	581 tons	738 feet	2.0 -2.5 to 1	City of Anoka	102-105	1179-1209

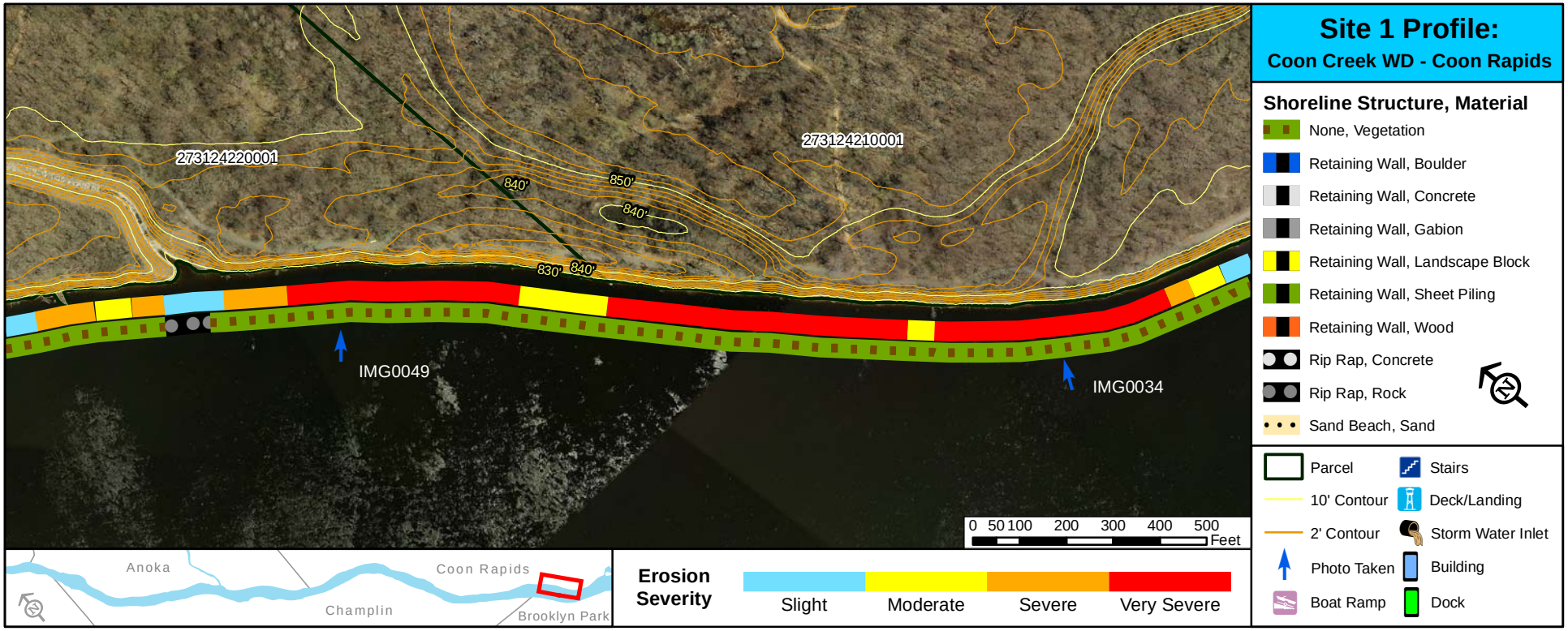




Slope of the bank along severe and very severe erosion segments

Digital photo number range (see digital archives)

Potential Solution
(Solution is preliminary and each site needs more study to develop a finished project plan)



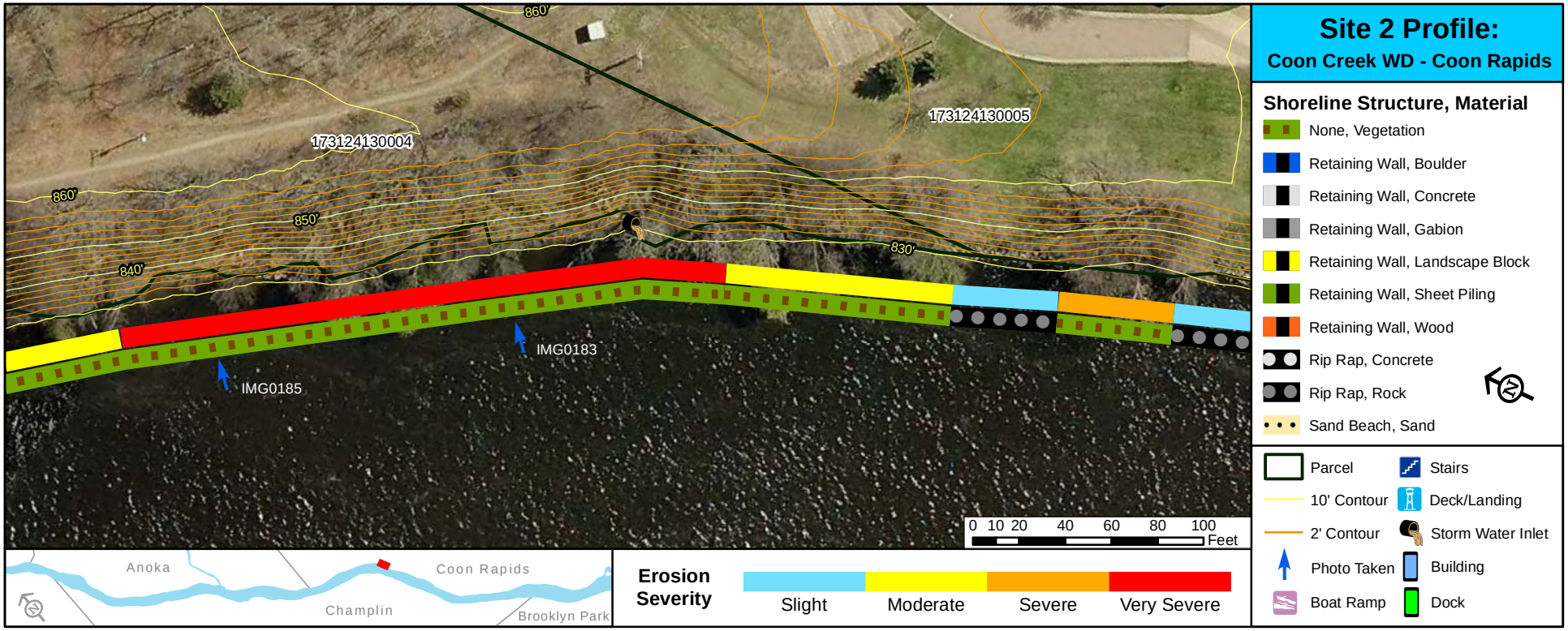
***Additional Info*:** This site is located on the outside of a curve in the river, called a cut-bank. This makes it likely to be hit by large ice sheets and moving water during the spring melt. Many fallen trees and vegetative overhangs of several feet show the fast pace of erosion here. The bank varies in height between 12 and 20 feet. A paved bike trail runs along the top of the bank, often 5 feet or less from the edge of the bank. Within a few years the bank could threaten the stability of the trail.

Potential Solution: Protect the toe of this bank from ice damage by armoring it with large rip rap or boulders. Use native planting on the slope to hold the soil in place. Turf reinforcement material may be necessary on the steepest slopes.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	1871 tons	2051 feet	1.5-2.0 to 1	Anoka County	6-12	31-60







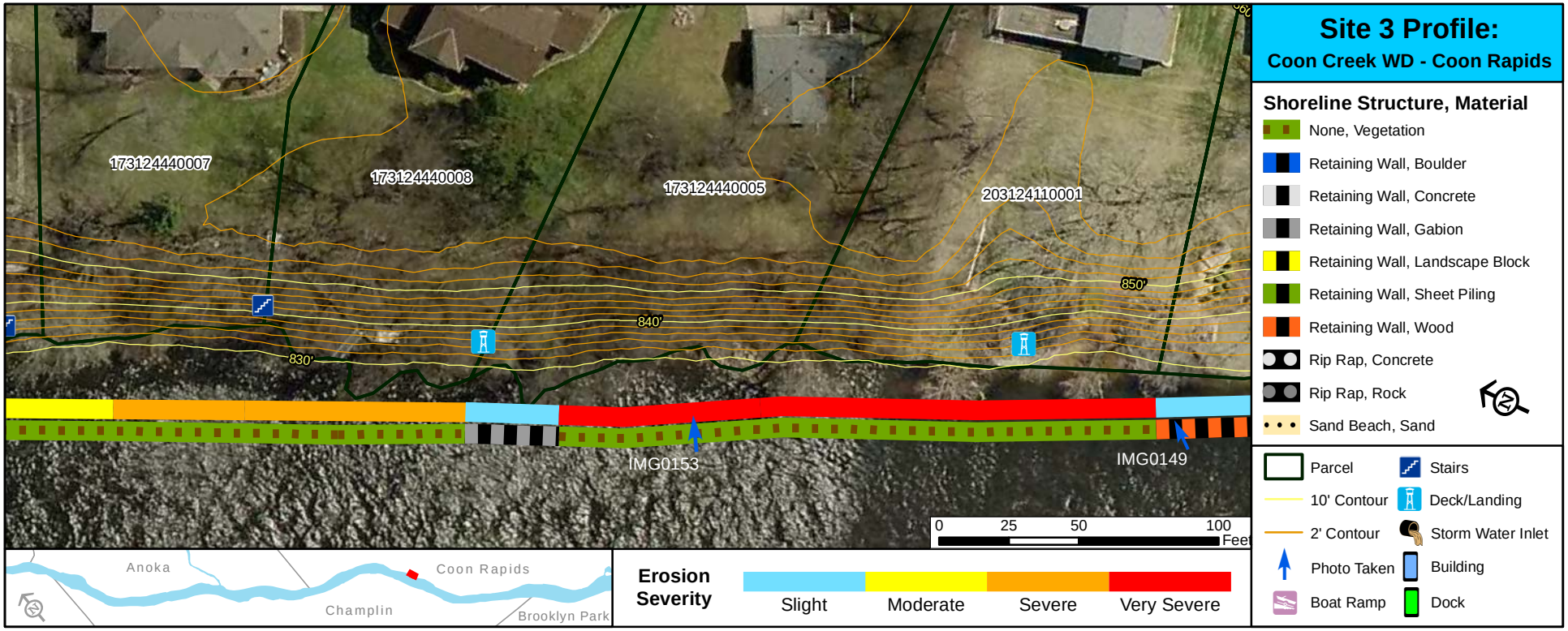
Additional Info: This site is located on the outside of a curve in the river, called a cut-bank. It is likely hit by large ice sheets and moving water during the spring melt. As shown in picture 183, a concrete storm water culvert is sticking 5 feet out from the sheer bank. This along with the many slumping trees at the site show the large amount of sediment lost.

Potential Solution: Protect the toe of this bank from ice damage by armoring it with large rip rap or boulders. Use native planting on the slope to hold the soil in place. Turf reinforcement material may be necessary on the steepest slopes. This site has the highest ratio of soil loss per linear foot of any site inventoried, which could potentially make it a more cost-effective project.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	510 tons	312 feet	1.4 to 1	Anoka-Ramsey Community College	37-39	178-191







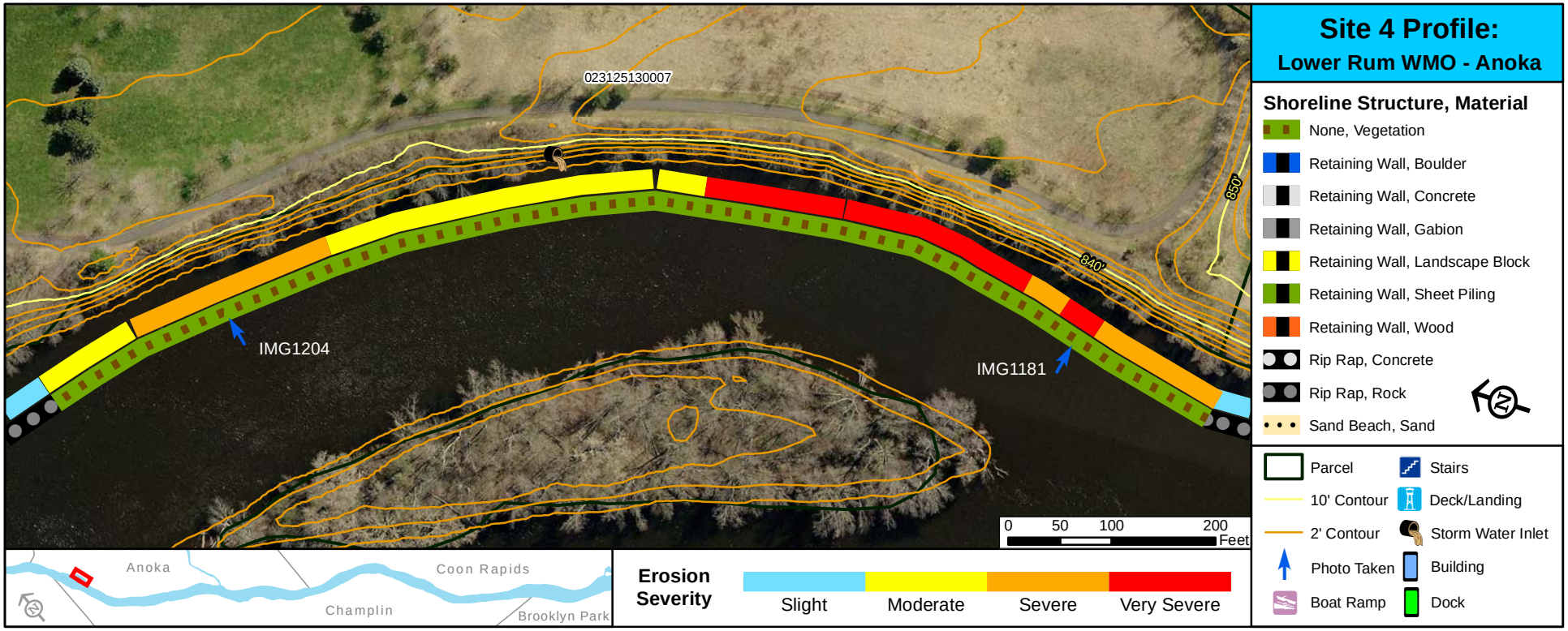
Additional Info: At least one large tree has been lost here since the last photo inventory in 2004. Several others are slumping and have their roots exposed. Vegetative overhangs of a few feet are common.

Potential Solution: Protect the toe of the bank from ice damage using large rip rap or boulders. The bank is so steep here that grading of the slope might be necessary to produce a stable bank. Native planting with a turf control material might also be an option for some of the slope. This site has a high ratio of soil loss per linear foot, which could make it more cost-effective than other potential projects.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	439 tons	341 feet	1.4 to 1	Private	33-34	149-159







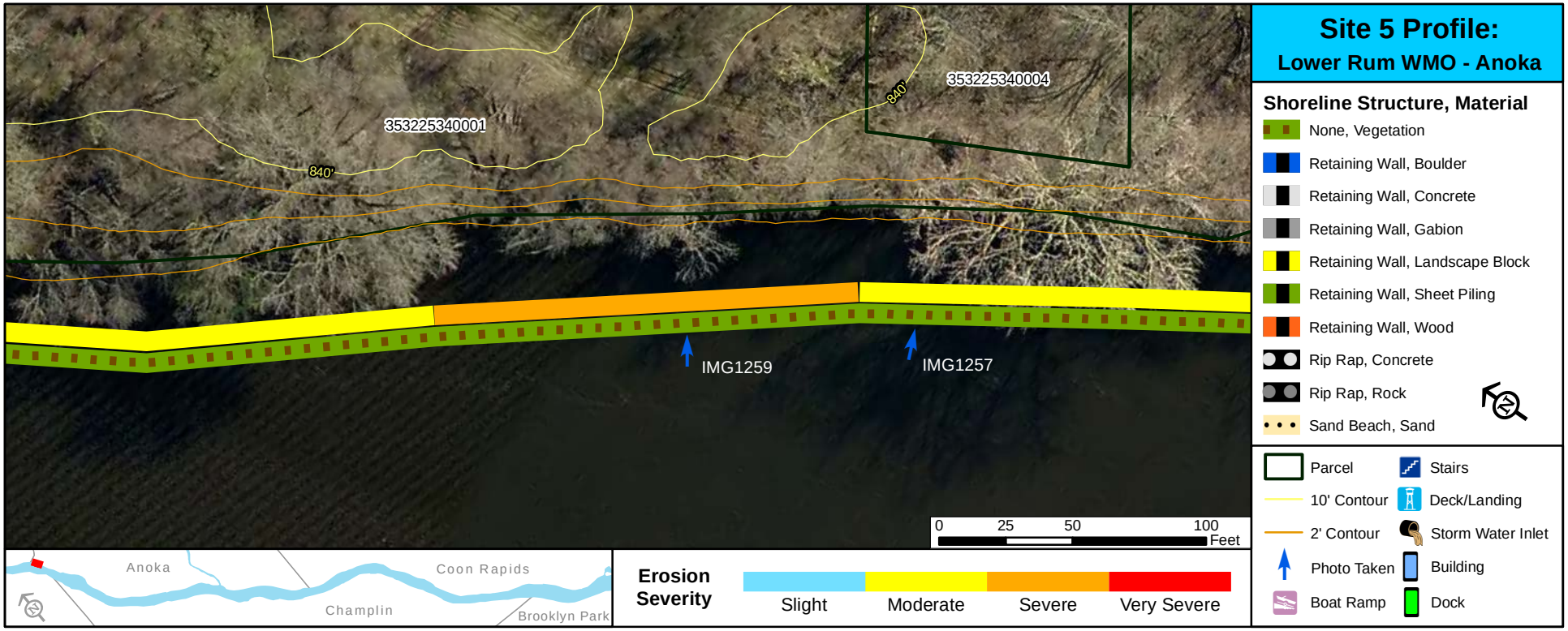
Additional Info: Located on a cut-bank, this area is likely to be hit by large sheets of ice in the spring. Many slumping and recently fallen trees show the fast pace of soil loss here. Root overhangs of several feet are widespread in the areas marked severe and very severe. A paved City of Anoka bike trail runs along the top of the bank, between 10 and 15 feet away from the steep bank. Within a few years erosion could threaten the integrity of the trail.

Potential Solution: Protect the toe of this bank from ice damage by armoring it with large rip rap or boulders several feet above the waterline. Use native plants to cover and stabilize the upper slopes. A turf stabilization material may also be needed for the steepest sections of the bank.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	581 tons	738 feet	2.0 -2.5 to 1	City of Anoka	102-105	1179-1209







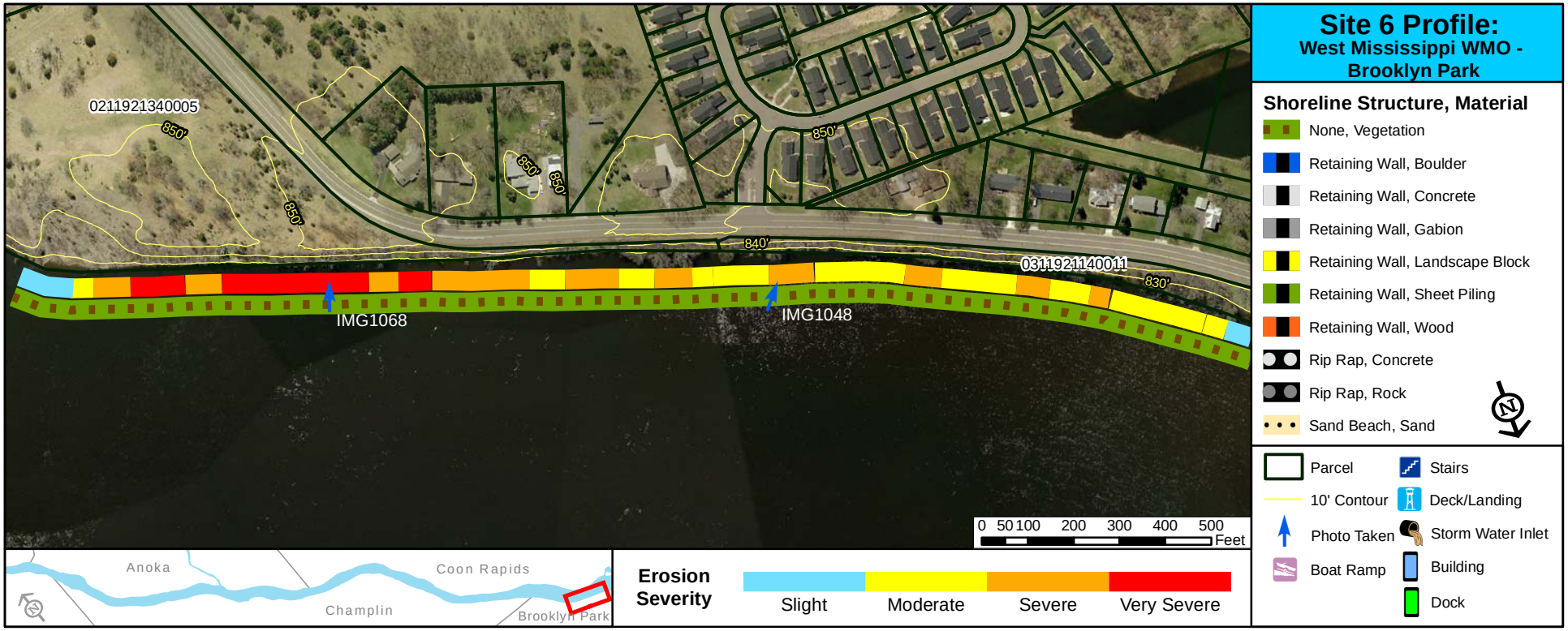
Additional Info: This site is located on the northern end of King's Island in Anoka. It is located on a cut-bank, which likely means it is hit by large ice sheets in the spring. All of the trees along the shoreline have heavily exposed roots and a few are beginning to slump. The bank is only a few feet tall, so the total amount of soil loss here is not as great.

Potential Solution: Protecting the bank from ice using rip rap or boulders will help the bank rebuild itself over time. Native plants will help hold the soil in place.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	51 tons	159 feet	2.5 to 1	City of Anoka	111-112	1255-1265







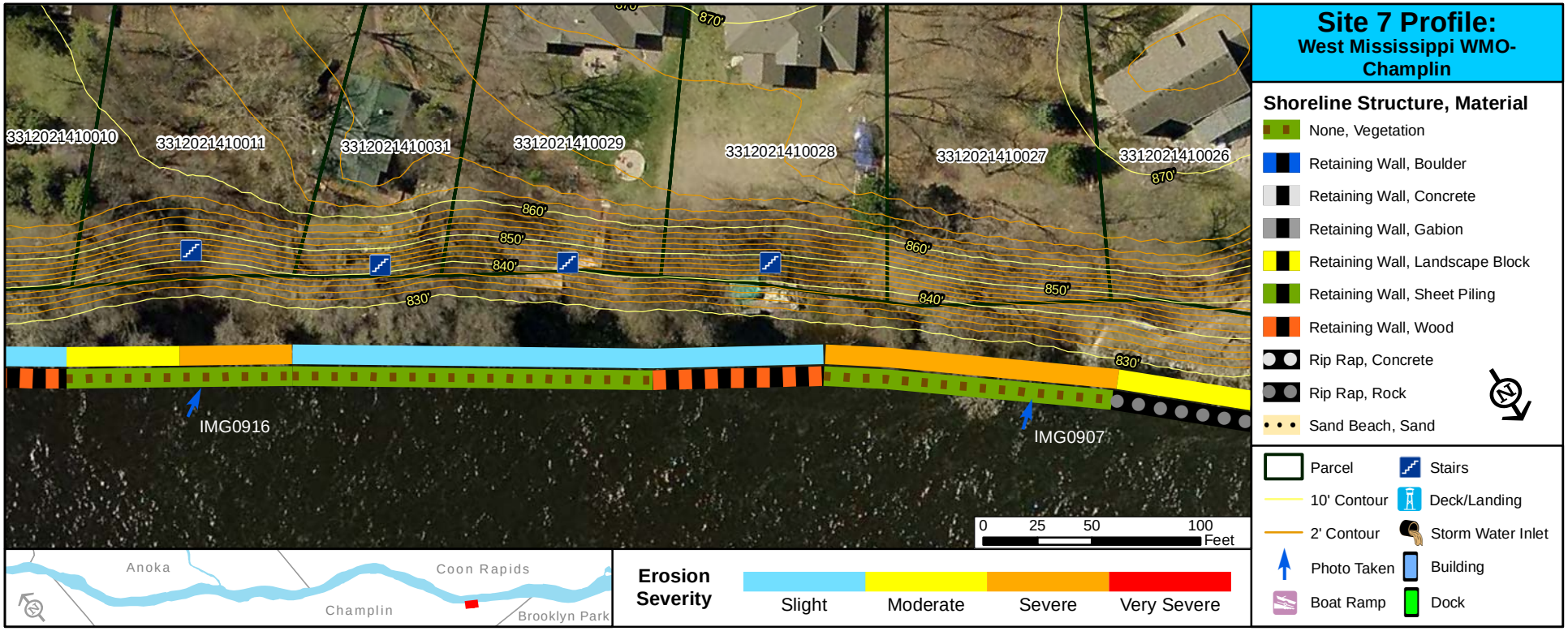
Additional Info: Located on a cut-bank, this area is likely hit by large sheets of ice and moving water in the spring. The downstream portion of this site, where erosion is worst, is part of the Coon Rapids Dam Regional Park. Root overhangs of several feet are widespread and the bank is mostly bare. The upstream portion is owned by a local HOA. The erosion is less concentrated here, but a paved bike trail and West River Road are only a few feet from the top of the steep bank.

Potential Solution: Protect the toe of this bank from ice damage by armoring it with large rip rap or boulders several feet above the waterline. Use native plants to cover and stabilize the upper slopes. The bank is very steep in some areas, so a turf stabilization material may also be needed.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	1142 tons	1446 feet	1.5-2.0 to 1	Three Rivers Park District & Private	201-206	1030-1082







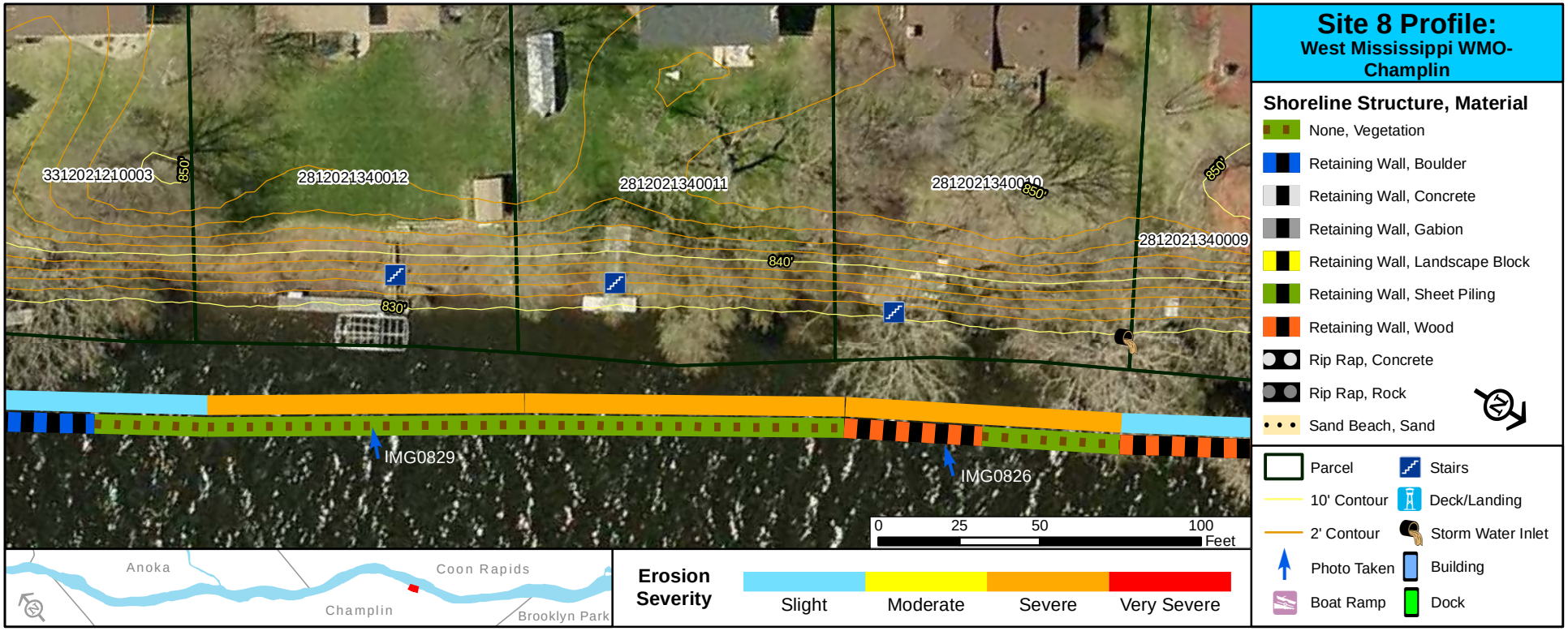
Additional Info: Located on a cut-bank, this area is likely to be hit by large sheets of ice and moving water in the spring. Most of the erosion at this site is currently happening above water level. The bank in this location is tall (30+ feet) and very steep. Much of the bank is bare with many exposed tree roots indicating a fast pace of erosion.

Potential Solution: Protect the toe of this bank from ice damage by armoring it with large rip rap or boulders several feet above the waterline. Use native plants to cover and stabilize the upper slopes. A turf stabilization material may be needed for the steepest sections of the bank. Some thinning of the tree canopy would allow more sunlight to reach the bank and promote plant growth.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	209 tons	186 feet	1.4 to 1	Private	184-185	902-918







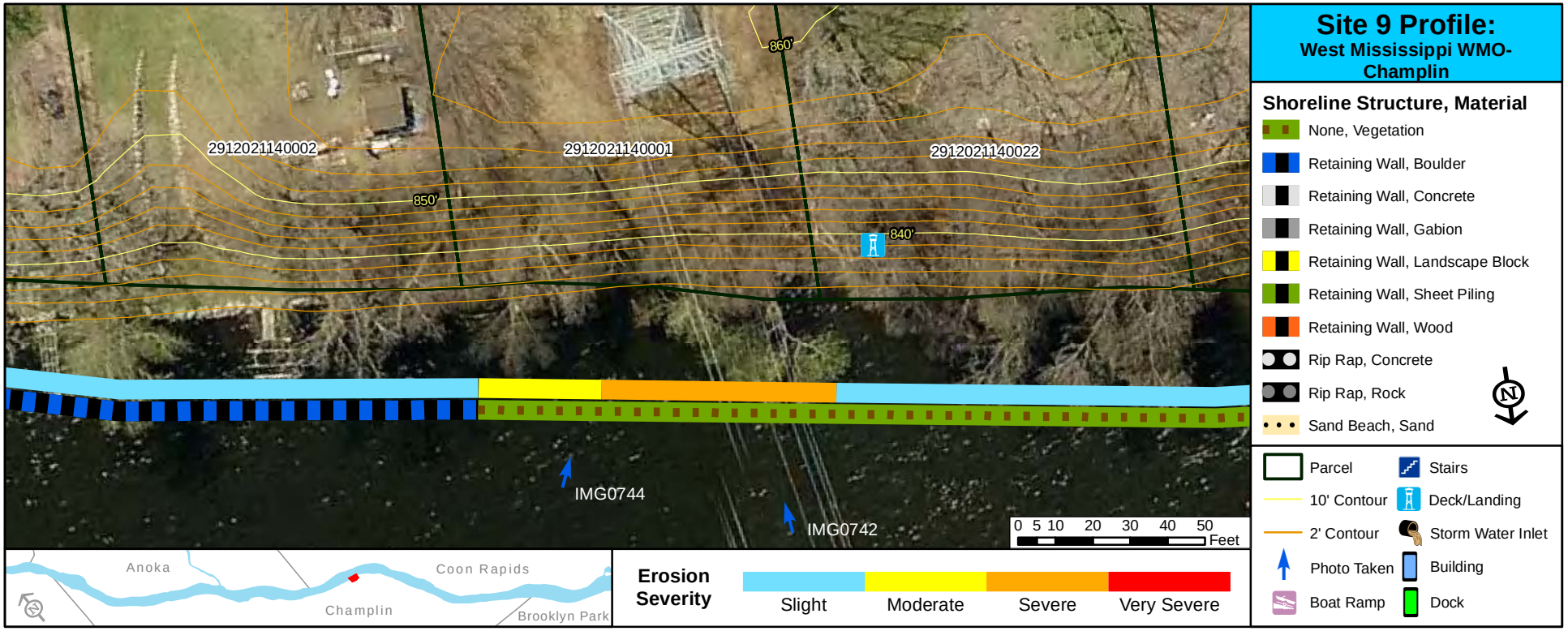
Additional Info: The bank here is not particularly high, but it is quite steep. Very few trees are growing on part of the southern end of the bank. This may be the result of or a contributing factor to the erosion. The erosion here seems aggravated by yard waste dumping which smothers vegetation.

Potential Solution: Promote plant growth here by disposing of yard waste properly and thinning the tree canopy in some places to allow in more sunlight. Some turf stabilization material may also be necessary to stabilize the steepest sections of the bank.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	168 tons	283 feet	1.5 to 1	Private	174-175	820-833







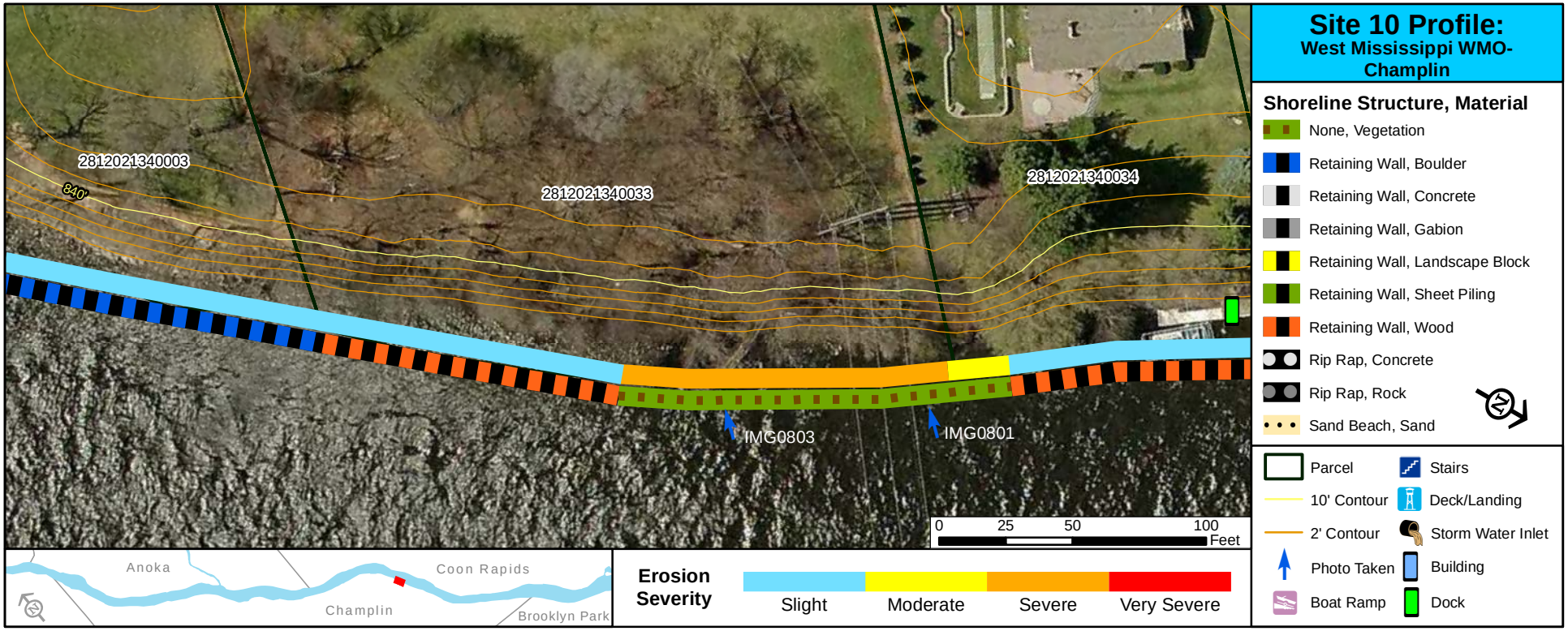
Additional Info: The erosion here is located directly below a transmission line. Repeated cutting of trees below the line might be contributing to the erosion here. The base of the tower is approximately 15 feet back from the top of the steep bank.

Potential Solution: Protect this bank by armoring the toe with rip rap or boulders. Consider removing trees and planting grass cover to stop repeated cutting of trees. Some turf stabilization material may also be needed on the steepest part of the slope.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	64 tons	63 feet	1.8 to 1	City of Champlin	165	741-744







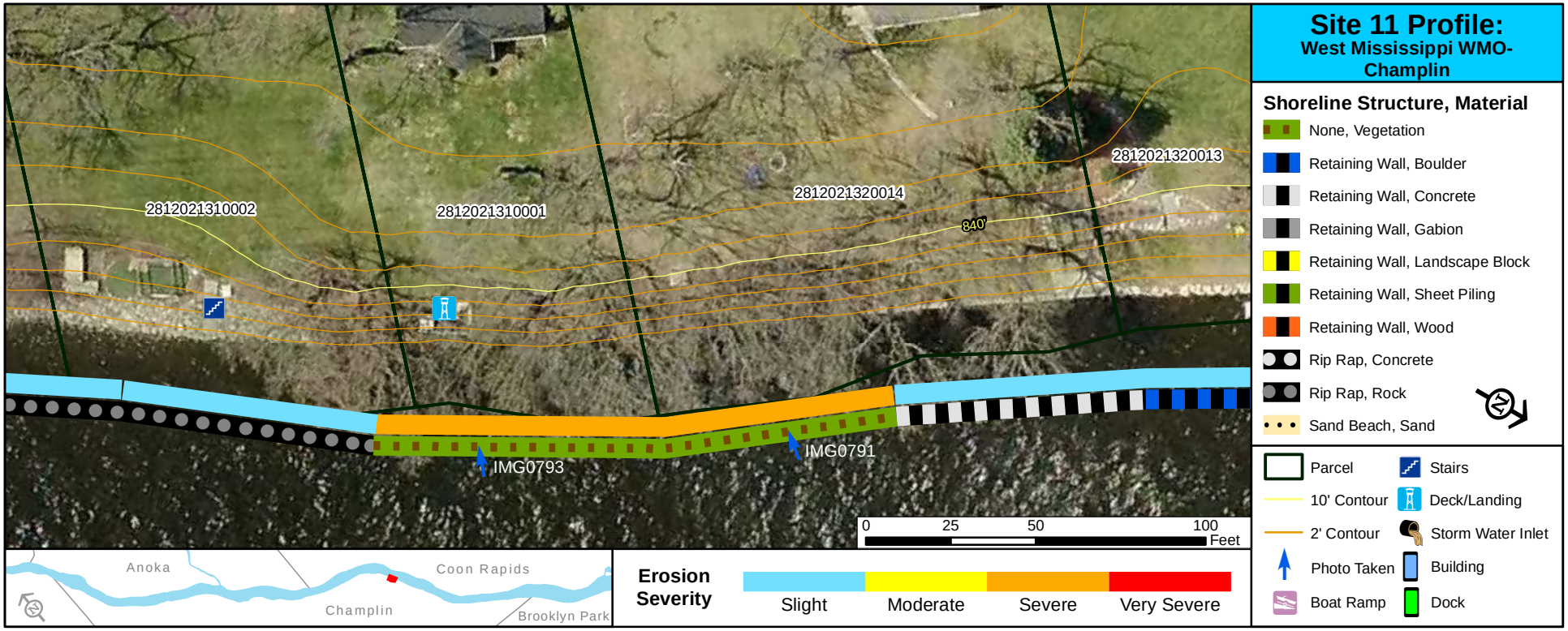
Additional Info: The erosion here is located mostly below a power line crossing the river. Repeated cutting of trees away from the line may contribute to the erosion problem here. Yard waste dumping was also apparent here.

Potential Solution: Avoid the repeated cutting of trees by replacing them with grass cover. Also, promote more robust vegetation growth by disposing of yard waste properly and potentially thinning the tree canopy to allow more sunlight to reach the plants.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	55 tons	124 feet	2.0 to 1	Private	172	798-806







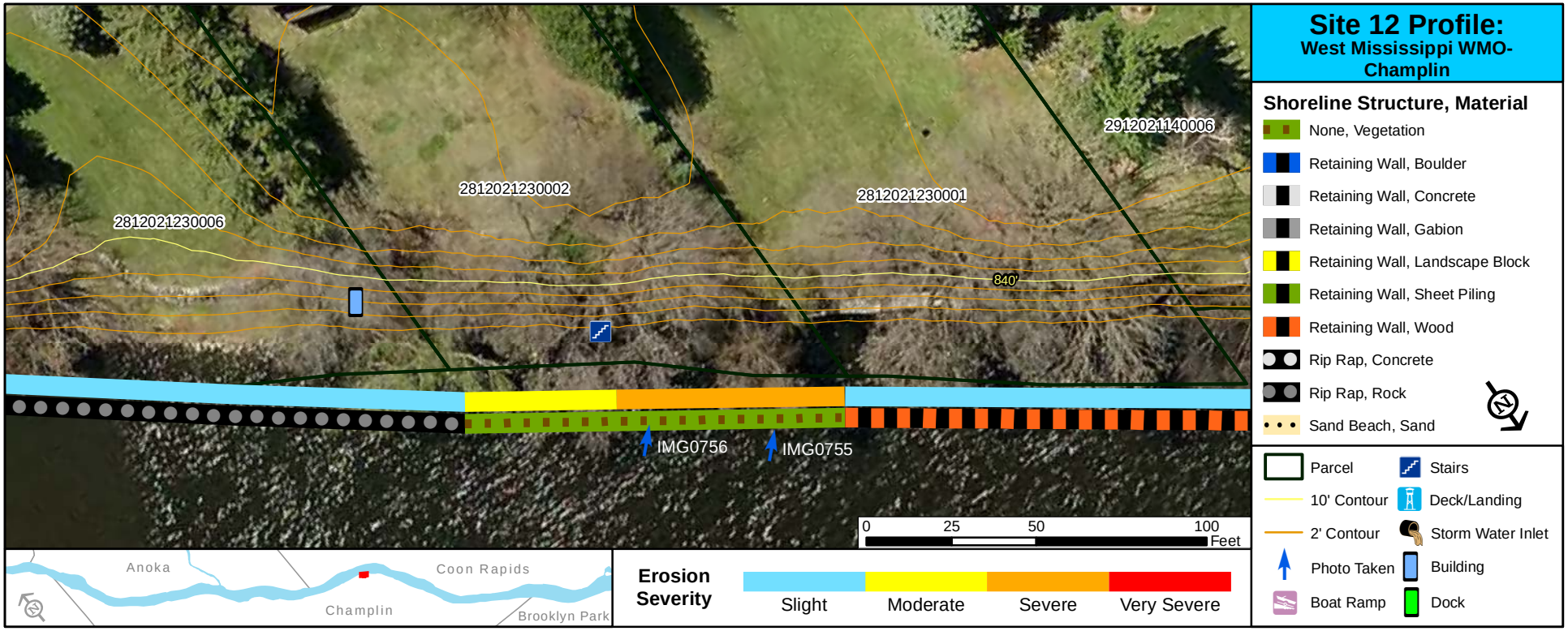
Additional Info: Many roots of the large trees along the top of the bank are exposed. These trees could be threatened if the erosion here continues. It appears the grass is mowed all the way to the edge of the bank, which often leads to erosion.

Potential Solution: Allow a buffer of un-mowed vegetation to grow along the top of the bank. Some armoring of the toe would also help stabilize the bank.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	55 tons	154 feet	2.0 to 1	Private	171	788-795







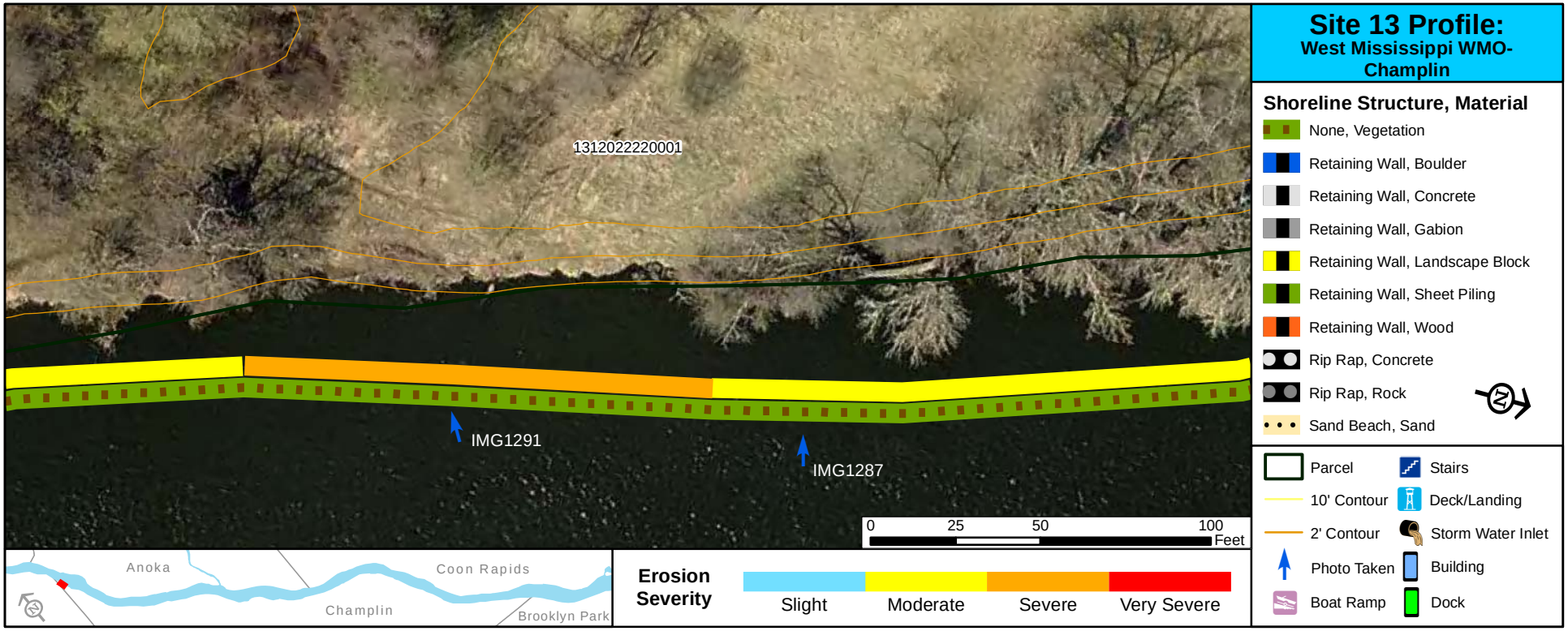
Additional Info: This site is marked by several slumping trees and a lot of exposed soil. These trees could be lost in a few years if the erosion continues. It appears the grass is mowed all the way to the edge of the bank, which often leads to erosion.

Potential Solution: Promote vegetation growth by thinning the tree canopy to allow more sunlight to reach the ground. Also allow a buffer of un-mowed vegetation to grow along the top of the bank.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	38 tons	67 feet	1.8 to 1	Private	166	754-756







Additional Info: This site is part of Donnie Galloway Park in Champlin. Most of the shoreline in this park is unprotected and eroding at least moderately. One large tree has fallen recently here and vegetative overhang is widespread. The bank is only a few feet tall, so the total soil loss here is not great.

Potential Solution: Because the site is not on a cut-bank, hard armoring may not be necessary. Instead, lining the bank with cut cedar trees might allow sediment to rebuild the bank. Planting native shrubs such as dogwood along the shore would help to hold the soil long-term.

Site Information	Estimated Annual Soil Loss	Severe Erosion Length	Typical Slope	Property Ownership	Atlas Page #	Photo #
	32 tons	138 feet	2.0 to 1	City of Champlin	116	1287-1294



